

Oak Park

City Council Agenda

December 6, 2021





AGENDA
REGULAR CITY COUNCIL MEETING
39th CITY COUNCIL
OAK PARK, MICHIGAN
December 6, 2021
7:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. 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. Regular City Council Meeting Minutes of November 15, 2021
- B. Special City Council Meeting Minutes of November 22, 2021
- C. Library Board Meeting Minutes of October 19, 2021
- D. Public Safety Activity Summary Reports for September and October 2021
- E. Parks and Recreation Commission Meeting Minutes of October 20, 2021
- F. Request to bid the 2022 Sewer Lining Project, M-730
- G. Request to cancel the Beautification Advisory Commission meeting of December 21, 2021
- H. Payment application No. 3 (final) for the 2021 Swimming Pool Repair Project, M-719
- I. Request to schedule a Public Hearing for allocating 2022 CDBG Funds
- J. Licenses New and Renewals submitted for December 6, 2021

5. RECOGNITION OF VISITING ELECTED OFFICIALS

6. SPECIAL RECOGNITION/PRESENTATIONS: None

7. PUBLIC HEARINGS: None

8. COMMUNICATIONS: None

9. SPECIAL LICENSES: None

10. ACCOUNTING REPORTS: None

11. BIDS: None

12. ORDINANCES: None

13. CITY ATTORNEY: None

14. CITY MANAGER:

Technical & Planning

- A. Request for a Contract Amendment to the CDBG Program Year 2019 Senior Yard Services

15. 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.

16. CALL TO THE COUNCIL

17. 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, MICHIGAN
REGULAR COUNCIL MEETING OF THE
39th OAK PARK CITY COUNCIL
November 15, 2021
7:00 PM**

MINUTES

Mayor McClellan called the virtual meeting to order at 7:00 p.m. Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

PRESENT: Mayor McClellan (Oak Park, Oakland County), Mayor ProTem Edgar (Oak Park, Oakland County), Council Member Radner (Oak Park, Oakland County), Council Member Burns (Oak Park, Oakland County), Council Member Whitehead (Oak Park, Oakland County)

ABSENT: None

OTHERS

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

APPROVAL OF AGENDA:

CM-11-376-21 (AGENDA ITEM #3) ADOPTION OF THE AGENDA AS PRESENTED – APPROVED

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve the agenda as presented.

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-11-377-21 (AGENDA ITEM #4A-F) CONSENT AGENDA - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the Consent Agenda consisting of the following items:

- A. Regular City Council Meeting Minutes of November 1, 2021 **CM-11-378-21**
- B. Organizational City Council Meeting Minutes of November 8, 2021 **CM-11-379-21**
- C. Request to approve Payment Application No. 1 for the 2021-22 Miscellaneous Concrete Project, M-727 to Mattioli Cement Company of Fenton, MI for the amount of \$177,281.25 **CM-11-380-21**
- D. Request to approve Change Order No. 1 in the amount of (\$10,107.50) and Payment Application No. 3 in the amount of \$34,228.95 to Doetsch Environmental Services of Warren, MI for the 2020 Sewer & Catch Basin Cleaning & TV Inspection Project, M-716 **CM-11-381-21**
- E. Library Board Meeting Minutes of September 23, 2021 **CM-11-382-21**
- F. Licenses New and Renewals submitted for November 15, 2021 **CM-11-383-21**

MERCHANT'S LICENSES – November 15, 2021
(Subject to All Departmental Approvals)

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
None			
<u>RENEWALS</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
HUNTINGTON CLEANERS	8775 CAPITAL	\$150.00	DRY CLEANERS
ACME LADDERS & SUPPLY	10101 CAPITAL	\$150.00	WHOLESALE SUPPLY
KINGS WELDING WORKS	10311 CAPITAL	\$150.00	WELDING REPAIRS
LADUKE CORPORATION	10311 CAPITAL	\$150.00	ROOFING AND SHEET METAL
EZ GROOM	10411 CAPITAL	\$150.00	MANUFATURING
PAT'S LANDSCAPING CO.	10831 CAPITAL	\$150.00	LANDSCAPING
HUNTINGTON CLEANERS	10851 CAPITAL	\$150.00	RESTORATION
PLUMBING TECHS PIPECON	12700 CAPITAL	\$150.00	PLUMBING CONTRACTOR
ADVANCE HEALTH GROUP	13001 CAPITAL	\$150.00	BUSINESS OFFICES
HUNTINGTON CLEANERS	13103 CAPITAL	\$150.00	DRY CLEANERS
DEEZER	13201 CLOVERDALE	\$150.00	HOOKAH SUPPLIES
AUDITORY INSTRUMENTS	13261 CLOVERDALE	\$150.00	AUDITORY EQUIPMENT
PHYSICAL MEDICINE REHAB	21675 COOLIDGE # 1A	\$150.00	OUT PATIENT CLINIC
HAIR N THINGS'	22105 COOLIDGE	\$150.00	BEAUTY SALON
DOLLAR TREEE #3039	23090 COOLIDGE	\$150.00	RETAIL
WALK IN THE PARK COIN LAUNDRY	23170 COOLIDGE	\$150.00	COIN LAUNDRY
AQUATIC SOLUTIONS PHYSICAL THERAPY	25591 COOLIDGE	\$150.00	OUTPATIENT MEDICAL FACILITY
STEPPIN OUT ON FAITH LEARNING	25941 COOLIDGE	\$150.00	CHILDCARE CENTER
F.I.R.M	13691 ELEVEN MILE 103	\$150.00	FINANCIAL PLANNER
BUILDING BEDS 4 KIDS	14241 ELEVEN MILE	\$150.00	NONPROFIT
FOUR SEASONS GARDEN CENTER	14471 ELEVEN MILE	\$150.00	LANDSCAPING DESIGN
SPECTRUM AUTOWORKS	14799 ELEVEN MILE	\$150.00	AUTOMOTIVE REPAIR
ROYAL CREST	14851 ELEVEN MILE	\$150.00	
PM ENVIRONMENTAL	15431 ELEVEN MILE	\$150.00	SITE INVESTIGATION
MCDONALD'S	21000 GREENFIELD	\$150.00	RESTAURANT
TACO BELL	21350 GREENFIELD	\$150.00	RESTAURANT
1 800 PAY BENY	21380 GREENFIELD	\$150.00	PAWN SHOP
NATASHA INTERNATIONAL	21700 GREENFIELD # 353	\$150.00	JEWELRY SALES AND REPAIR
PERFECT EYEBROW THREADING	21700 GREENFIELD # 455	\$150.00	EYEBROW
METRO PCS	21830 GREENFIELD # 101	\$150.00	CELL PHONES
SUKHOTHAI RESTAURANT	25226 GREENFIELD	\$150.00	RESTAURANT
GLOBAL SOLUTIONS GROUP	25900 GREENFIELD # 220	\$150.00	OFFICE
LTC CONSULTING SERVICES	25900 GREENFIELD # 412	\$150.00	OFFICE
TOP THAT	25950 GREENFIELD	\$150.00	ACCESSORIES
STEP AND STYLE LLC	26080 GREENFIELD	\$150.00	RETAIL
JAX KAR WASH	26641 HARDING	\$150.00	WAREHOUSE
PAPER GOODS PLUS	15310 LINCOLN	\$150.00	RETAIL
7-11 FOOD STORES #13486	15350 LINCOLN	\$150.00	CONVENIENCE STORE
IMPACT MEDIA CONSTRUCTION	8558 NINE MILE	\$150.00	INSURANCE REPAIRS
SCHEER'S ACE HARDWARE	8601 NINE MILE	\$150.00	HARDWARE STORE
I TUTOR TODAY	10840 NINE MILE	\$150.00	TUTOR CENTER
NEW GRACE SPINAL REHAB	12706 NINE MILE	\$150.00	CHIROPRACTIC OFFICE
LIGHTHOUSE LIQUOR	13651 NINE MILE	\$150.00	LIQOUR STORE
OAK PARK DENTAL CENTER	13730 NINE MILE	\$150.00	DENTIST OFFICE
EMERALD CUT	8530 NINE MILE C	\$150.00	HAIR SALON
CRESCEDNT PATTERN COMPANY	8720 NORTHEND	\$150.00	PROTOTYPE MAKERS
OAKLAND CABINET COATINGS	8800 NORTHEND	\$150.00	CABINET REFINISHING
SHERWIN WILLIAMS CO	13101 NORTHEND	\$150.00	SALE OF PAINT PRODUCTS
OOZE	13231 NORTHEND	\$150.00	WHOLESALE

MOONLINK STUDIOS	13320 NORTHEND # 3000	\$150.00	VIDEO PRODUCTION SERVICES
RINGSIDE CREATIVE	13320 NORTHEND # 3000	\$150.00	AUDIO AND VIDEO
PARKWOOD OPEN IMAGING	13161 TEN MILE	\$150.00	MEDICAL
FANCY LADIES APPAREL	13261 TEN MILE	\$150.00	LADIES APPAREL
LA INSURANCE AGENCY XXXI	13381 TEN MILE	\$150.00	INSURANCE AGENCY
MISS BETTY'S SELF STORAGE	13631 TEN MILE	\$150.00	SELF STORAGE

SIDEWALK SALES

The Suit Depot	26150 Greenfield	\$10.00	11/26/21 – 12/6/21
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Voice Vote:	Yes:	McClellan, Burns, Edgar, Radner, Whitehead
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS: None

PUBLIC HEARINGS: None

COMMUNICATIONS: None

SPECIAL LICENSES: None

ACCOUNTING REPORTS:

**CM-11-384-21 (AGENDA ITEM #10A) APPROVAL FOR PAYMENT OF INVOICES
SUBMITTED BY GARAN, LUCOW, MILLER, P.C. FOR LEGAL
SERVICES IN THE TOTAL AMOUNT OF \$12,173.64
- APPROVED**

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve payment of invoices #575328, and #575329 by Garan, Lucow, Miller P.C., for legal services rendered through October 31, 2021 in the total amount of \$12,173.64.

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

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES: None

CITY ATTORNEY: No Report

CITY MANAGER:

Administration

CM-11-385-21 (AGENDA ITEM #14A) REQUEST TO APPROVE THE APPOINTMENT OF STEVE ARBENOWSKE TO THE OAK PARK YOUTH ASSISTANCE BOARD - APPROVED

Motion by Edgar, seconded by Burns, CARRIED UNANIMOUSLY, to approve the appointment of Steve Arbenowske to the Oak Park Youth Assistance Board.

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

MOTION DECLARED ADOPTED

Deputy City Manager VanVleck indicated The Oak Park Youth Assistance has appointed Oak Park Community Resource Officer, Steve Arbenowske, and is asking the local sponsors for approval.

Department of Public Works

CM-11-386-21 (AGENDA ITEM #14B) REQUEST TO APPROVE CHANGE ORDER NO. 1 IN THE AMOUNT OF \$3,553.83 AND PAYMENT APPLICATION NO. 3 IN THE AMOUNT OF \$284,243.58 TO PAMAR ENTERPRISES OF NEW HAVEN, MI FOR THE 2021 WATER MAIN REPLACEMENT PROJECT, M-718 - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve Change Order No. 1 in the amount of \$3,553.83 and Payment Application No. 3 in the amount of \$284,243.58 to Pamar Enterprises of New Haven, MI for the 2021 Water Main Replacement Project, M-718.

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

MOTION DECLARED ADOPTED

Assistant City Manager Yee summarized proposed Change Order No. 1 and payment application No. 3 for the 2021 Water Main Replacement Project, M-71. This project will replace the water main on Oak Park Blvd from Coolidge Highway to Scotia Ave. The proposed Change Order is for final, as-constructed quantities and the addition of the election mail box foundation and surrounding curb section. This project is now 99% complete.

CM-11-387-21 (AGENDA ITEM #14C) REQUEST TO AUTHORIZE THE PUBLIC WORKS DEPARTMENT TO PARTICIPATE IN THE MACOMB COUNTY PRE-BID CONTRACT FOR THE PURCHASE OF THREE VEHICLES TOTALING \$70,469.00 - APPROVED

Motion by Burns seconded by Whitehead, CARRIED UNANIMOUSLY, to authorize the Public Works Department to participate in the Macomb County pre-bid contract for the purchase of the following vehicles totaling \$70,469.00:

Vehicle:	Department:	Amount: (Pre-Bid Contract)	Account:
2021 Ford Transit 150 Cargo Van	Public Works (Building Maintenance)	Total Cost: \$25,496.00 (\$30,000 budgeted) (Macomb County Contract #21-18)	<u>Motor Pool:</u> 654-18.875.970
2022 Ford Escape FWD S	Tech/Plan (Code)	Total Cost: \$21,707.00 (\$23,000 budgeted) (Macomb County Contract #21-18)	<u>Motor Pool:</u> 654-18.875.970
2021 Ford Ranger SuperCab XL	Tech/Plan (Engineering)	Total Cost: \$23,256.00 (\$27,000 budgeted) (Macomb County Contract #21-18)	<u>Major Streets:</u> 202-18.479.970 <u>Local Streets:</u> 203-18.479.970 <u>Water / Sewer:</u> 592-18.550-970

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

MOTION DECLARED ADOPTED

45th District Court

**CM-11-388-21 (AGENDA ITEM #14D) RESOLUTION APPROVING A CONTRACT
BETWEEN THE STATE COURT ADMINISTRATIVE OFFICE
(SCAO) AND THE 45TH DISTRICT COURT FOR THE 2022
VETERANS TREATMENT COURT GRANT PROGRAM
- APPROVED**

Motion by Whitehead, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the following resolution approving a contract between the State Court Administrative Office (SCAO) and the 45th District Court for the 2022 Veterans Treatment Court Grant Program:

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

**RESOLUTION APPROVING A CONTRACT BETWEEN THE STATE COURT
ADMINISTRATIVE OFFICE (SCAO) AND THE 45TH DISTRICT COURT FOR THE
2022 VETERANS TREATMENT COURT GRANT PROGRAM**

WHEREAS, the Michigan Supreme Court State Court Administrative Office (SCAO) is providing a Michigan Veterans Treatment Court Grant to the 45th District Court in the amount of \$50,000.00 for fiscal year 2022: and

WHEREAS, the contract for the Grant Program commences on 10/1/2021 and terminates on 9/30/2022;

NOW, THEREFORE, BE IT RESOLVED that the Oak Park City Council approves the Michigan Supreme Court State Court Administrative Office Michigan Veterans Treatment Court Grant Program FY 2022 Contract (#25278) and authorizes the City Manager to sign the contract on behalf of the 45th District Court and the City of Oak Park.

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

MOTION DECLARED ADOPTED

CM-11-389-21 (AGENDA ITEM #14E) RESOLUTION APPROVING A CONTRACT BETWEEN THE STATE COURT ADMINISTRATIVE OFFICE (SCAO) AND THE 45TH DISTRICT COURT FOR THE 2022 MENTAL HEALTH COURT GRANT PROGRAM - APPROVED

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve the following resolution approving a contract between the State Court Administrative Office (SCAO) and the 45th District Court for the 2022 Mental Health Court Grant Program:

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

**RESOLUTION APPROVING A CONTRACT BETWEEN THE STATE COURT
ADMINISTRATIVE OFFICE (SCAO) AND THE 45TH DISTRICT COURT FOR THE
2022 MENTAL HEALTH COURT GRANT PROGRAM**

WHEREAS, the Michigan Supreme Court State Court Administrative Office, Lansing Michigan (SCAO) is providing a Michigan Mental Health Court Grant to the 45th District Court in the amount of \$111,767 for fiscal year 2022: and

WHEREAS, the contract for the Grant Program commences on 10/1/2021 and terminates on 9/30/2022;

NOW, THEREFORE, BE IT RESOLVED that the Oak Park City Council approves the Michigan Supreme Court State Court Administrative Office Michigan Mental Health Court Grant Program FY 2022 Contract (#25276) and authorizes the City Manager to sign the contract on behalf of the 45th District Court and the City of Oak Park.

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

MOTION DECLARED ADOPTED

Communications and Public Information

CM-11-390-21 (AGENDA ITEM #14F) REQUEST TO SELECT WHITLOCK BUSINESSES SYSTEMS AS THE AUTHORIZED PRINTER FOR THE CITY OF OAK PARK'S ANNUAL CALENDAR AND QUARTERLY MAGAZINE FOR THE REMAINDER OF THE 2021-22 FISCAL YEAR FOR A TOTAL COST OF \$25,398.11 - APPROVED

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to select Whitlock Businesses Systems as the authorized printer for the City of Oak Park's annual calendar and quarterly magazine for the remainder of the 2021-22 Fiscal Year for a total cost of \$25,398.11.

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

MOTION DECLARED ADOPTED

Finance/Assessing

(AGENDA ITEM #14G) Quarterly Investment Report for period ending September 30, 2021

Finance Director Crawford presented the first quarter investment report.

First Quarter Fiscal 2021/2022 Investment Report

The State of Michigan Public Act 213 of 2007 requires the City's investment officer to provide a written report quarterly to the governing body concerning the investment of all funds of the City that fall under Public Act 20. Public Act 20 governs how non-pension and non-OPEB funds can be invested. The attached report details the cash and investments (citywide for all funds) held by the City at September 30, 2021. The report includes a description of each investment by type, market and book values, current and yield to maturity interest rates and the number of days to maturity.

The first quarter investment report shows total citywide cash and investments of \$42,796,517 (market value) including cash in the operating account of \$8,844,255 (excluding outstanding checks and other adjustments), short-term investments in the Oakland County Investment Pool of \$32,881,728, money market of \$574,689 and long-term investments total \$495,845. The City has maximized investment return on short-term cash by utilizing the Oakland County Investment Pool and minimizing the amount maintained in the checking and daily depository accounts however, the rate of return in this pool has fallen substantially. Investment income for the months of July through September 2021 totaled \$35,609.

During the first quarter overall investment returns are still at the same very low levels as in the fourth quarter of FY 2020-21; as Economists predicted. The return for the first quarter was approximately 0.41% primarily due to COVID-19 and the Federal Reserve (Fed) rates nearly zero. There have been discussions by the Fed about raising rates in the near term to offset the rising inflation which has started the rise in interest rates. As a result, the City will be looking to invest short-term (3-5 year) investments during the next quarter. Interest rates for the next quarter are expected to remain low along with overall investment return.

(AGENDA ITEM #14D) Quarterly Financial Report for period ending September 30, 2021

Finance Director Crawford presented the first quarter financial report.

GENERAL FUND

REVENUES

Total revenues for the first quarter total approximately \$15.9 million, representing approximately 67% of the annual budget. Overall revenues are on track with budget with the following items of note:

- Property Tax Revenue – City property tax levies are billed July 1 and payable in full without penalty by August 31, 2021. As of the end of the first quarter approximately 92% of the taxes billed had been paid. Any unpaid real property taxes will be purchased from the City by Oakland County in May 2022. Property tax revenue is the primary reason the overall revenues are at 67% to date.
- Intergovernmental Revenue (State Revenue Sharing) – The City receives six bi-monthly payments annually for state-shared revenue. The first quarter report reflects no fiscal 2021 payments as the August 31, 2021, payment by statute is included as part of the June 30, 2021 revenues. The City will receive payments on October 31, December 31, February 28, April 30, June 30 and August 31 (2022)

related to the current fiscal year. The estimated annual revenue included in the budget totals \$3,610,991.

- Fines and forfeiture revenue received from the 45th District Court is budgeted for a total of \$1,300,000 of which \$303,823 or 23% was received in this first quarter. Overall court revenue continues to be less than prior year and less than budget due to COVID-19 and the reduced number of drivers on the road and tickets written. The court has done a good job reducing their costs to offset some of the lost revenue. The revenue received is used to offset a portion of the court's operating costs. Finance will continue to monitor both the court revenue and expenditure budgets and amended as necessary.
- Federal grants revenue is higher than originally anticipating as the City is receiving federal CARES funds passed through the State of Michigan and Oakland County related to the COVID-19 pandemic. The revenue received totaled approximately 1.5 million will be used to offset both unbudgeted expenditures incurred since March 2021 along with reimbursement of some allowable budgeted costs (which will be used to offset some of the revenue lost). Finance will be bringing forward budget amendments for both the revenue and any related unbudgeted expenditures.
- Recreation program fees continue to lag behind both prior and the current year reduced budget due to the COVID-19 pandemic and related shutdown. Program fees are currently at approximately 35% of budget and historically represent closer to 50% through the second quarter. Some of the revenue loss has been offset by cost savings and budget amendments will be forthcoming in this second quarter to reflect the most recent projects.

EXPENDITURES

Total expenditures for the first quarter total approximately \$5.2 million, representing approximately 22% of the annual budget. Overall departmental expenditure budgets are on track with the following items of note (departments over 25%):

- The Human Resources Department is at 27% for the first quarter due to the increase in Employee recruitment and testing.
- Inspections is at 32% of their budget in health insurance. The overall net budget for the department is in line with current annual projections.
- The K-9 Public Safety Department is at 28% of their budget in health insurance. The overall net budget for the department is in line with current annual projections.
- The Outdoor Activities (57%) Special Events (43%) and Swimming Pool (42%) are currently over the 25% guideline primarily due to their costs being seasonal in nature as a significant part of their budget includes summer programming (consistent with the first quarter). The overall budget is in line with the current annual projections.

The unaudited Fiscal Year End 2020-21 surplus is attributed to the various projects not completed. There are rollover budget requests in Budget Amendment #2022-1 for these funds. Overall, the General Fund operations are in line with the annual budget. The projected fund balance remains at the targeted level of 20% of annual expenditures.

CM-11-391-21

**(AGENDA ITEM #14I) BUDGET AMENDMENT #2022-1 FOR
PERIOD ENDING SEPTEMBER 30, 2021 - APPROVED**

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to adopt the following resolution approving Budget Amendment #2022-1 for period ending September 30, 2021 as follows:

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment #2022-1 is authorized:

INCREASE
(DECREASE)

GENERAL FUND

REVENUES

INTEREST INCOME

TOTAL REVENUES

EXPENDITURES

PUBLIC SAFETY 27,146

PUBLIC WORKS 631,600

TOTAL EXPENDITURES 658,746

Net Increase to Fund Balance \$ (658,746)

MAJOR STREETS FUND

REVENUES

INTEREST INCOME

TOTAL REVENUES

EXPENDITURES

CAPITAL OUTLAY 192,245

TOTAL EXPENDITURES 192,245

Net Increase to Fund Balance \$ (192,245)

CORRIDOR IMPROVEMENT FUND

REVENUES

INTERGOVERNMENTAL

TOTAL REVENUES

EXPENDITURES

OPERATIONS 13,500

CAPITAL OUTLAY 20,545

TOTAL EXPENDITURES 34,045

Net Increase to Fund Balance \$ (34,045)

PUBLIC IMPROVEMENT FUND

REVENUES

PROPERTY TAXES
INTERGOVERNMENTAL
TOTAL REVENUES

EXPENDITURES	
CAPITAL OUTLAY	404,134
TOTAL EXPENDITURES	<u>404,134</u>
Net Increase to Fund Balance	<u>\$ (404,134)</u>

CITY OWNED PROPERTY FUND

REVENUES	
OTHER REVENUES	\$100,000
TOTAL REVENUES	<u>\$100,000</u>
EXPENDITURES	
CAPITAL OUTLAY	102,000
TOTAL EXPENDITURES	<u>102,000</u>
Net Increase to Fund Balance	<u>\$ (2,000)</u>

WATER AND SEWER FUND

REVENUES	
TOTAL REVENUES	
EXPENDITURES	
REPAIRS AND MAINTENANCE	219,891
CAPITAL OUTLAY	1,279,432
TOTAL EXPENDITURES	<u>1,499,323</u>
Net Increase to Fund Balance	<u>\$ (1,499,323)</u>

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

MOTION DECLARED ADOPTED

CALL TO THE AUDIENCE:

Cheryl Weiss, 24101 Norwood, encouraged the community to volunteer to assist the Oak Park School District.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:25 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
39th OAK PARK CITY COUNCIL
November 22, 2021
6:00 PM**

MINUTES

Mayor McClellan called the virtual special meeting to order at 6:00 p.m. Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

PRESENT: Mayor McClellan (Oak Park, Oakland County), Mayor ProTem Edgar (Oak Park, Oakland County), Council Member Radner (Oak Park, Oakland County), Council Member Burns (Oak Park, Oakland County), Council Member Whitehead (Oak Park, Oakland County)

ABSENT: None

OTHERS

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

SPECIAL BUSINESS:

(AGENDA ITEM A) Conduct interviews of professional consulting services candidates (OHM Advisors and Smithgroup) to prepare a comprehensive update to the City's Parks and Recreation Master Plan

City Manager Tungate conducted the interviews allowing each consulting firm to present their proposal then respond to questions he asked on behalf of city council. Council then discussed the candidates to determine who would be selected.

**SCM-11-392-21 MOTION TO SELECT SMITHGROUP TO PREPARE A
COMPREHENSIVE UPDATE TO THE CITY'S PARKS AND
RECREATION MASTER PLAN – APPROVED**

Motion by Radner, seconded by Burns, CARRIED UNANIMOUSLY, to select Smithgroup to prepare a comprehensive update to the City's Parks and Recreation Master Plan.

Roll call vote:	Yes:	McClellan, Burns, Radner, Edgar, Whitehead
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

CALL TO THE AUDIENCE:

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

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the special meeting at 8:10 p.m.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

Library Board Minutes

October 19, 2021

Minutes Recorded by Noson Daitchman

1. Call to Order at 6:33pm
2. Roll Call
 - a. Zakiya Hollifield – Present
 - b. Alburn Elvin – Present
 - c. Shaun Whitehead – Present
 - d. Cheryl Daniel – Present
 - e. Ken Sherman – Present
 - f. Leslye Richie – Present
 - g. Noson Daitchman – Present
3. Approval of Agenda
 - a. Moved by Ken, seconded by Cheryl
 - i. Vote passed unanimously
4. Approval of September 23 Meeting Minutes
 - a. Discussion
 - i. Ken notes that individuals are referred to as directors as opposed to members. Also suggests next meeting night should be included.
 - ii. Cheryl points out that members are interchangeably referred to as directors and trustees; Confirmed by Library Director.
 - iii. Library Director says she will add date. Cheryl says she wants to add her name as acting secretary to clarify.
 - b. Moved by Al, seconded by Ken
 - i. Vote passed unanimously
5. Library Director Report
 - a. Bills
 - i. Discussion
 1. Library has used 23.24% of budget in first quarter.
 2. Noson asked when fiscal year starts. Library Director says July 1.
 3. Cheryl wanted clarification on farmers market books. Library purchased books recreation program for farmers market event and was reimbursed.
 - ii. Noson moves to pay bills of \$8117.70, seconded by Al
 1. Zakiya - Y
 2. Al – Y
 3. Shaun – Y
 4. Cheryl – Y
 5. Ken – Y
 6. Noson – Y
 7. Leslye – Y
 - b. Statistics

- i. Library Director talked about various events in the last month. Hired part time reference librarian which has been working out well.
 - ii. Ken commended Library Director over putting up Colin Powell exhibit.
- 6. Old Business
 - a. Students in Library
 - i. Library Director got clarification from school that students aren't allowed on school grounds or cafe after school (no warning). Library Director talked to superintendent; school didn't have enough staff to keep cafe open. There are about 30-60 students on any given day. Library Director looked for teen program director but couldn't find anyone. Might have to hire security. Interim principal hesitant to go back to having cafe open. Library Director talked to Laurie Stasiak about using money in grant. Wants to do after school programming at school but if we can't do that, we'll have to do in recreation center.
 - ii. Al says he was not aware of this situation (from his position on the school board). Kimberly says she heard reason cafe was shut down was because fighting and high turnover in security team. Al confirms there was fighting.
 - iii. Library Director met with OP Public Safety (Director Steve Cooper and Mike Pinkerton), was advised to get security.
 - iv. Library Director thinks we should remove some seating to reduce seating capacity.
 - v. Leslye asked if we would have to pay for security. Library Director says yes, we have \$6000 budget for security.
 - vi. Shaun asked about closing library for 1 hour a day (3-4). Library Director said she asked Eric Tungate; he opposed to idea of mid-day closure.
 - vii. Al asked if we could have a policy that only allows kids with parent. Library Director says it is a possibility, they already have such a rule for younger kids.
 - viii. Various discussion from Board members
 - ix. Al asks what percentage of students are using library properly. Library Director answers 5-10%
 - x. Zakiya asks if we have to post in advance of closing library from 3-4. Library Director says maybe keep up curbside during that time period.
 - xi. Ken moves for Library to close the between 3-4 Monday - Friday starting at a date TBD later by Library Director, seconded by Noson
 - 1. Ken moves to amend to close between 3-4 Monday - Friday with curbside pickup during those times with an open and end date TBD by the director in consultation with the Board, seconded by Noson
 - 2. Vote passes unanimously
 - b. Virtual Meetings
 - i. Erik Tungate sent out an email after September meeting which explains that meeting on zoom wasn't optional until at least end of year.
 - c. Officer Elections
 - i. Ken wanted to remind people that officers are elected at next meeting so people should think about it should they be interested.

- ii. Cheryl asks if dates and times of future meetings will be set at next meeting as well. Library Director confirms that they will be.
 - d. Collection Development Policy
 - i. Library Director talks about implementing Collection Development Policy of choosing and removing materials.
 - ii. Cheryl moves to accept policy, seconded by Ken
 - 1. Vote passed unanimously
- 7. Friends of Library report
 - a. Leslye says they are trying to clean the membership records (get new members, remove inactive or deceased members).
 - b. There is a membership drive.
 - c. There is a book sale in the beginning of November and December for first two weeks of the month.
- 8. Public Comment
 - a. Zakiya commends Shaun Whitehead for bringing library appreciation month to City Council.
 - b. Noson asks Library Director to update board on situation with school children.
 - c. Cheryl commends Library on newsletter.
- 9. Adjournment
 - a. Noson moves to adjourn, seconded by Leslye.
 - i. Vote passes unanimously



OAK PARK PUBLIC SAFETY

September 2021

ACTIVITY SUMMARY



OPERATIONS:

Calls for Service

-2020 Total: **13,603**
 -2020: **September 1,056**
 -2020 YTD: **9,604**
 -2021: **September 1,295**
 -2021 YTD: **10,405**

-Arrests: **86**

-Vacation/Property Checks: **3**

-Non-Criminal Fingerprints: **23**

-PBT's: **0**

-Vehicles Impounded: **18**

-Traffic Stops: **714**

-Medicals: **278**

INVESTIGATIONS:

Cases Assigned: **81**

Warrants Obtained: **9**

See attached report
 "RMS-008"
 for **September** crime summary

Records Bureau:

Animal Licenses: **23**

Alarm Permits: **16**

Handgun Registrations: **73**

FOIA / RFI / Discovery Requests: **140**

Calls Received at Dispatch: **3,833**

REPORTED FIRES: **6** (**2** structural,
1 vehicle, **3** other)

NON-FIRE INCIDENTS:

(**94** includes false fire alarms)

FIRE SAFETY INSPECTIONS: **13**



COMMUNITY POLICING

One Block Club meeting.
 Meeting with Oak Park Superintendent.
 Attended Shepard Park Concert series.
 Visited all Schools in Oak Park during the month.
 Attended 100th Church Anniversary, First Baptist.
 Ice cream truck city wide.

CITATIONS ISSUED: **514** (YTD: **4,098**)
 (**September 2020: 370** / 2020 YTD: **3119**)

HAZARDOUS	126	25%
NON - HAZARDOUS	128	25%
PARKING	164	32%
ORDINANCE VIOLATION	96	19%

NOTES: Training: Dept Wide Outdoor Range Training, Dept Wide Fire Apparatus Training, Ofc's Green & Macfarland, Law Enforcement Intelligence Training, Ofc Bishop Fire Academy Training.



OAK PARK PUBLIC SAFETY October 2021 ACTIVITY SUMMARY



OPERATIONS:

Calls for Service

- 2020 Total: **13,603**
- 2020: October **1,071**
- 2020 YTD: **10,675**
- 2021: October **1,198**
- 2021 YTD: **11,603**
- Arrests: **107**
- Vacation/Property Checks: **3**
- Non-Criminal Fingerprints: **16**
- PBT's: **0**
- Vehicles Impounded: **16**
- Traffic Stops: **873**
- Medicals: **280**

INVESTIGATIONS:

- Cases Assigned: **67**
- Warrants Obtained: **11**

See attached report
"RMS-008"
for October crime summary

Records Bureau:

- Animal Licenses: **72**
- Alarm Permits: **23**
- Handgun Registrations: **77**
- FOIA / RFI / Discovery Requests: **176**
- Calls Received at Dispatch: **3,795**

REPORTED FIRES: **6** (**5** structural,
1 vehicle, **0** other)

NON-FIRE INCIDENTS:
(**54** includes false fire alarms)

FIRE SAFETY INSPECTIONS: **28**



COMMUNITY POLICING

Visited all Schools in Oak Park during the month.
Resolved Several Neighbor Complaints.
Deployed the radar trailer to traffic complaints in the city.
Recruiting for new police officers.

CITATIONS ISSUED: **538** (YTD: **4,636**)
(October 2020: **459** / 2020 YTD: **3578**)

HAZARDOUS	188	35%
NON - HAZARDOUS	60	11%
PARKING	175	33%
ORDINANCE VIOLATION	115	21%

NOTES: Training: Dept Wide Outdoor Rifle Training. LT. Taylor & LT Tetler Active Shooter Conference. OFC Hodakoski, K-9 training,



CITY OF OAK PARK

Department of Recreation

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

CITY OF OAK PARK

PARKS AND RECREATION COMMISSION

REGULAR MEETING: October 20, 2021

Zoom Meeting

- I. Meeting called to order at: 7:18 pm
By: Andrew Cissell, Vice-Chair
- II. Introductions/Members Present: Patrick North, Andrew Cissell, Dwight Thomas, Mickey Alderman, Alexander Simpson, Juanita Bell, Beverly Wiggins

Members Excused: n/a

Members Absent: Diane Spiller, Theresa Lorick-Henderson

City Council Members: Julie Edgar

Staff Members Present: Laurie Stasiak, Recreation Director

Guests Present: None

- III. Approval of Agenda for October 20, 2021.

Motion: Beverly Wiggins
Seconded: Dwight Thomas
Agenda Approved

- IV. Approval of Minutes of Parks and Recreation Commission Meeting of September 14, 2021.

Motioned by: Mickey Alderman
Seconded by: Juanita Bell
Meeting minutes Approved

- V. Council Comments – City Council Member Edgar, discussed the upcoming elections and explained the millage renewals that are on the ballot. Encouraging everyone to vote. Also updated the Commission on the City Manager’s renegotiated contract.

VI. Recreation Updates:

Senior Trips:

Mystery Trip

October 20, 2021: 49 participants registered for a 54 passenger bus provided by Bianco Tours. Includes lunch at Brookshire Inn Golf Club in Williamston, a shopping excursion at Heavenly Scent Herb Farm in Fenton, travelling to Spicers Orchards for a hay ride, apple picking, shopping and free cider and donuts. Arrive back in Oak Park approx. 6pm

Parade Company Day Trip: currently has 14 enrolled. Will be sharing this with another city.

Firekeepers Casino Day Trip: Currently 13 enrolled. Will be sharing this with another city.

Nana Does Vegas: Meadowbrook Theatre and lunch trip: 9 out of 13 seat sold. Trip is in January 2022

Outdoor Movie: Hocus Pocus, Friday Oct. 22

6pm in David Shepherd Park by Shelter One

Sponsored by DTE, food for purchase from Topp Dogg.

Boo Bash: Saturday Oct. 23

5pm-8pm Community Center Parking lot. Volunteers are needed.

To date we have 12 sponsors committed with either financial support, candy support, decorating a table or a combination of all three.

\$1000 in actual financial support has been secured as of Friday October 15, 2021.

Recap of Autumn Fest

Autumn Fest was held on October 2 in the Water Tower District. Working relationships with Curts Service, Dog and Pony Show, Berkley Coffee and Oak Park Social was a pleasure. All the businesses were gracious and accommodating with the needs of the event.

Our financial sponsors for the event included: Humana, TCF Bank, PNC Bank and Oakland County Parks.

The event boasted three bands that provided music from 10:30 am – 6:30 pm. Games for the entire family were put out for hours of enjoyment. The games were (3) Giant Jenga, (4) corn hole games, (2) ladder ball.

A craft area at the recreation tent, petting farm from Carousel Acres and 10 assorted vendors rounded out the family area. Food for purchase was provided by Topp Dogg and House of MAC food truck.

The **Oak Park Girl Scouts along with Humana and staff from Oak Park Recreation** held a “Stuff A Lunch” program where event attendees could pack a lunch for the homeless. These lunches were then transported to Covenant Care Clinic located in Southwest Detroit. Covenant Care is a mobile health care clinic that provides health care assessment and assistance where the homeless live. They also give them nutritious food. Our thanks go out to Greater Grace Temple, for letting us use their kitchen to pre-assemble the ham and cheese or turkey and cheese sandwiches.

Senior Classes:

Drop In Hustle, Ballroom Dance and our evening Hustle classes are bigger than ever! Ballroom Advanced has 29 registered, Beginning Ballroom has 15. Evening Hustle class has 35 registered. Drop In Hustle generally has 25+ attendee's

New Fitness Class to begin

Raymond DeFoe from Enhanced Fitness also owns Seniors In Motion, and will be conducting exercise classes from 9am – 10 am for our seniors. Ay was an instructor for Enhanced Fitness for years.

Teen Afterschool Programs: Recreation, the Library, and the Oak Park Schools are partnering together to provide afterschool programming in the schools throughout the academic year. These programs include dance, e-sports, and career mentorship. The library has been gifted a Michigan Humanities grant to provide financial support for the more art-based programs such as Hip-Hop dance. These funds will be used to pay the instructors for their time. Oak Park schools has agreed to provide all the materials for the e-sports lounge area that we are creating at the High School. This will include tv's, various game consoles, games, controllers, and mobile carts to store everything on. We hope to start this within the next 30 days.

Teen council meeting: October 27. Volunteer opportunities and teen programming will be discussed and coming up with ideas to better serve them.

Youth Basketball: Now that Ferndale and Hazel Park have decided not to run basketball, we are looking at different options. These include joining Southfield in their league at Beech Woods, creating a new league and asking other communities to join, or downsizing and doing a skills and drills style program at one location in Oak Park. Southfield has mentioned that they would be interested in teaming up with Oak Park

Adult Kickball: is coming up to its final two weeks of the season. We have fortunately not had any issues and I am looking forward to playoffs. We have 8 teams in the Friday league. The Monday league has been seemingly dying down in the fall over the years. I have spoken with the teams and they prefer to play on Friday in the fall. Those that prefer to play on Monday in the summer enjoy it because they have families and their weekends are free to travel during the warm months. The Friday group is generally a younger, fresh out of college crowd and use our league as their weekend kickoff. So, it makes sense to continue both leagues in the spring/summer.

Linear Park on Nine Mile Rd: cement is poured, many of the play structures are in, poured in place around play structures installed tomorrow, frames for swings starts 10/25, swing benches installed in December, Fencing around sensory panels slated for December, Yalp to be mounted today.

Request for Proposals – Parks and Recreation Master Plan and Comprehensive Recreation Asset Assessment: We received six proposals for professional consulting services that will prepare a robust update to the City's Parks and Recreation Master Plan with a comprehensive assessment of the City's recreational assets. Looking for a 10 year vision for our parks, recreation open space and trails. Deadline was October 18 by 5 pm. Next step to review and evaluate each proposal and come up with the final 2 or 3 for interviews and presentations to city council with a decision and formal contract by the City Council meeting on December 6.

VII. Old Business – Commission

- a. Dog Park Committee Update – Andrew Cissell – Committee meeting on October 13, adjusted site plan was discussed, smaller transition area and fence line on the west and south ends reflect space for walkers and bikers to pass through. Laurie discussed a park visit to the Sterling Heights Dog Park. The Committee viewed a very good, one hour, webinar presented by Liz Blondy of Canine to Five on dog park etiquette/dog behavior/dog park rules and best practices.

- b. Juneteenth Committee Update – No Report - Next meeting January 2022. Will table this item until January meeting.
- c. Oak Park’s Got Talent! Committee – Schedule meeting on Zoom for Tuesday, November 9 @ 7 pm to brainstorm and discuss next steps. Attendees to include: Parks and Recreation Commissioners: Juanita Bell, Beverly Wiggins, Alexander Simpson, Dwight Thomas, Patrick North, and Theresa Lorick-Henderson. ACDC Commissioners: Michele Stevenson and Sarah Davidson. Also invite teens.

VIII New Business – Commission

None

IX. **Public Comments:** None

X. Announcements: Next meeting, Wednesday, November 17. Patrick North’s wife expecting any day. Andrew Cissell and his partner Jasmine are expecting their first baby in March, a boy! Congratulations to both!!!!

XI. Meeting adjourned at: 8:18 pm

Motioned by: Beverly Wiggins
Seconded by: Dwight Thomas
Motion Passed

Respectfully submitted,

Laurie Stasiak
Recreation Director



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: December 6, 2021

AGENDA #

SUBJECT: Request authorization to bid the 2022 Sewer Lining Project, M-730.

DEPARTMENT: DPW/Technical & Planning – Engineering *KJY*

SUMMARY: Plans and specifications are complete for the 2022 Sewer Lining Project, M-730. This project will line sewers that need repairs that have been found through our cleaning and television program throughout the City.

FINANCIAL STATEMENT: There is \$600,000 budgeted in the 2021-22 budget for this expenditure.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for the 2022 Sewer Lining Project, M-730 be approved. Funding is available in the Water and Sewer Fund No. 592-18-550-970.

APPROVALS:

City Manager: _____ *ET* _____

Department Director: _____ *KJY* _____

Finance Director: _____ *SC* _____

Budgeted: ☐

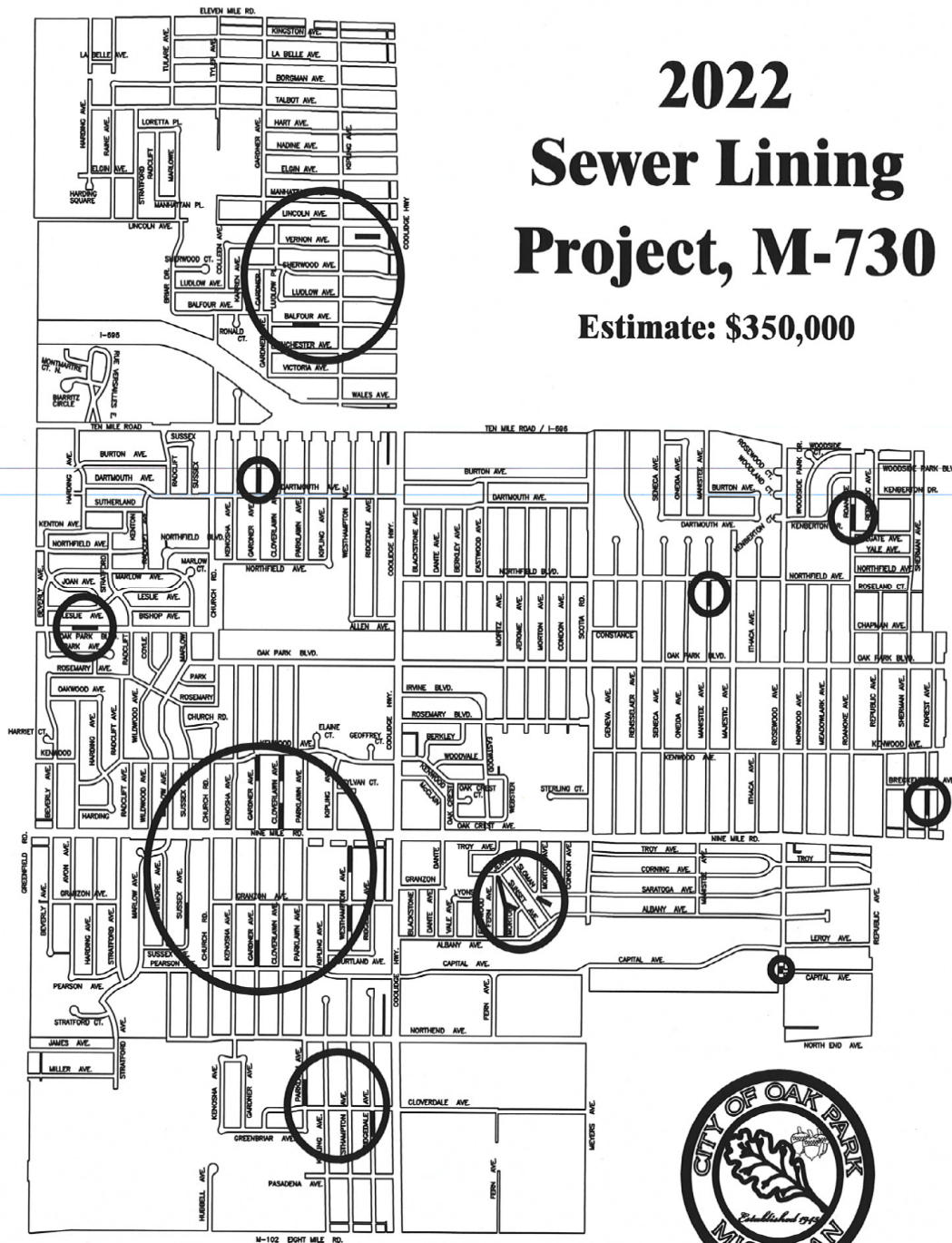
City Attorney: _____ *N/A* _____

EXHIBITS: Map

City of Oak Park

2022 Sewer Lining Project, M-730

Estimate: \$350,000





BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: December 6, 2021

AGENDA #

SUBJECT: Request to cancel the Beautification Advisory Commission meeting of December 21, 2021.

DEPARTMENT: Public Works

SUMMARY: The Beautification Advisory Commission is requesting to cancel their December 21, 2021 meeting due to lack of business. This date is historically

FINANCIAL STATEMENT: None

RECOMMENDED ACTION: City Council accepts the request to cancel the Beautification Advisory Commission meeting of December 21, 2021 meeting due to a lack of business.

APPROVALS:

City Manager: ET

Director: KJY

Finance Director: _____

EXHIBITS: None



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: December 6, 2021

AGENDA#

SUBJECT: Payment Application No. 3 (final) for the 2021 Swimming Pool Repair Project M-719.

DEPARTMENT: Technical & Planning/DPW – Engineering *KJY*

SUMMARY: Attached is Payment Application No. 3 (final) for the 2021 Swimming Pool Repair Project M-719. This project resurfaced the Municipal Swimming Pool. This project is now 100% complete.

<u>FINANCIAL STATEMENT:</u>	Original Contract Amount:	\$151,500.00
	Change Order no. 1:	\$ 8,296.94
	Current Contract Amount:	\$159,796.94
	Total Completed to Date:	\$159,796.94
	Less Retainage:	\$ 0.00
	Net Earned:	\$159,796.94
	Deductions:	\$ 0.00
	Balance:	\$159,796.94
	Payments to Date:	\$154,796.94
	Amount Due Advanced Pool Services, Inc.:	\$ 5,000.00

RECOMMENDED ACTION: It is recommended that Payment Application No. 3 (final) for the 2021 Swimming Pool Repair Project M-719 be approved to Advanced Pool Services, Inc. of Milford, MI. for the amount of \$5,000.00. Funding is available in the General Fund No. 101-19-757-970 for this payment.

APPROVALS:

City Manager: ET Department Director: KJY

Director of Finance: SC Legal: NA

Budgeted: ☐

EXHIBITS: Payment Application No. 3 (final)

PAYMENT APPLICATION

PROJECT: 2021 SWIMMING POOL REPAIR PROJECT
 OWNER: CITY OF OAK PARK, MICHIGAN
 CONTRACTOR: ADVANCED POOL SERVICES, INC.
 P.O. BOX 233
 MILFORD, MI 48381

JOB NUMBER: M-719
 APPLICATION NO.: 3 (FINAL)
 PERIOD ENDING: 11/4/2021

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMARCITE DIVING WELL (STRIP DOWN TO ORIGINAL STRUCTURE)	1	LSUM	\$44,000.00	0.00	\$0.00	1.00	\$44,000.00
2	REMARCITE LAP AREA (STRIP DOWN TO ORIGINAL STRUCTURE)	1	LSUM	\$104,000.00	0.00	\$0.00	1.00	\$104,000.00
3	PROJECT CLEAN UP	1	LSUM	\$3,500.00	0.00	\$0.00	1.00	\$3,500.00
4	BENCH CAP REPAIR	0	LFT	\$100.00	0.00	\$0.00	44.00	\$4,400.00
5	ZERO DEPTH ENTRY SPOT REPAIRS	0	SFT	\$45.00	0.00	\$0.00	36.60	\$1,647.00
6	DRAIN GRATES (9X9)	0	EACH	\$120.83	0.00	\$0.00	12.00	\$1,449.96
7	DRAIN GRATES (12X12)	0	EACH	\$133.33	0.00	\$0.00	6.00	\$799.98

Original Contract Amount:
 Change Order No: 1
 New Contract Amount:

\$151,500.00
 \$8,296.94
 \$159,796.94

Period Total Amount: \$0.00 Amount to Date: \$159,796.94
 Earnings This Period: \$0.00
 Total Earnings to Date: \$159,796.94
 Less Retainage: \$0.00
 Net Earned: \$159,796.94
 Deductions: \$0.00
 Balance: \$159,796.94
 Payments to Date: \$154,796.94
 AMOUNT DUE ADVANCED POOL SERVICES, INC: \$5,000.00

Accepted By:

Advanced Pool Services, Inc.

Date: 11/22/21

Approved By:

Robert Barrett, Director Technical & Planning Services
 City of Oak Park

Date: 11/9/21



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: December 6, 2021

SUBJECT: Schedule Public Hearing for allocation of 2022 CDBG Funds.

DEPARTMENT: Technical and Planning Services, RMB

SUMMARY: The City of Oak Park is expected to receive \$112,915 in Community Development Block Grant Funds (CDBG) for the 2022 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: No funds required at this time.

RECOMMENDED ACTION: It is recommended that City Council schedule a Public Hearing for December 20, 2021 to receive public comment on the allocation of the 2022 Community Development Block Grant Funds.

APPROVALS:

City Manager: ET

Director: RB

Finance Director: _____

Budgeted: ☐

EXHIBITS: None

MERCHANT'S LICENSES - DECEMBER 6TH, 2021

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
BERKLEY COFFEE	14661 ELEVEN MILE #500	\$150.00	COFFEE ROASTING AND SERVING, OTHER NON-ALCOHOLIC BEVERAGES, LIGHT FOOD, LIVE MUSIC STAGE.
RENEWALS FOR 2022	ADDRESS	FEES	BUSINESS TYPE
SAUNDERS LAND COMPANY	8564 CAPITAL	\$150.00	FUNERAL TRANSPORTATION
PRONTO PEST MANAGEMENT	10130 CAPITAL	\$150.00	PEST ELIMINATION
INNOVATIVE TOOL & DESIGN	10725 CAPITAL	\$150.00	MANUFACTURING
MIDLAND EQUIPMENT CO. OF MICHIGAN	12771 CAPITAL	\$150.00	
UNITED REFRIGERATION	12811 CAPITAL	\$150.00	
REB RESEACH CONSULTING	12851 CAPITAL	\$150.00	RESEARCH AND CONSULTING
HUNTINGTON CLEANERS	12980 CAPITAL	\$150.00	WINDOW TREATMENT DIVISION
HUNTINGTON CLEANERS	13000 CAPITAL	\$150.00	DRY CLEANERS
BENSTON D HARRIS INC	13040 CAPITAL	\$150.00	HVAC
IMAGE ONE CORPORATION	13201 CAPITAL	\$150.00	MANAGE PRINT ENVIRONMENTS
LG MOTORS	13350 CAPITAL	\$150.00	BODY SHOP
TALK A LOT WAREHOUSE	21150 COOLIDGE	\$150.00	CELLULAR
PHYSICAL MEDICINE REHAB & PAIN	21675 COOLIDGE # 1A	\$150.00	OUT PATIENT CLINIC
HANDS OF HOPE INTERNATIONAL	21790 COOLIDGE	\$150.00	NONPROFIT
KFC TAKE HOME	22001 COOLIDGE	\$150.00	RESTAURANT
GRACE CENTERS OF HOPE	23119 COOLIDGE	\$150.00	NON PROFIT THRIFT STORE
OAK PARK URGENT CARE	24661 COOLIDGE	\$150.00	MEDICAL
INSURANCE GIANT	24681 COOLIDGE	\$150.00	INSURANCE AGENCY
WEAVE WORLD WHOLESALERS	24725 COOLIDGE	\$150.00	HAIR AND ACCESSORIES
DREAMS OF GOLD JEWELRY CORP	24760 COOLIDGE	\$150.00	JEWELRY SALES
SPEEDWAY	24771 COOLIDGE	\$150.00	GAS STATION
LINCOLN RX INC	25901 COOLIDGE 1	\$150.00	PHARMACY
DEBORAH HECHT LLC	25907 COOLIDGE	\$150.00	ART & ANTIQUES; GALLERY AND STUDIO
OAK PARK BARBERS	26003 COOLIDGE	\$150.00	BARBERSHOP
WINX & WAX	26011 COOLIDGE	\$150.00	EYELASH & WAXING, SPA AND ESTHETIC STUDIO
BELLA BODY SPA BY WINX AND WAX	26013 COOLIDGE	\$150.00	SALON
7-11	26641 COOLIDGE	\$150.00	RETAIL CONVENIENCE STORE
BERTOM HOLDINGS	13600 EIGHT MILE	\$150.00	GAS STATION
VALUE WHOLESALE	15188 EIGHT MILE	\$150.00	GROCERY DISTRIBUTION
WILSON WELLNESS LLC	13691 ELEVEN MILE # 108	\$150.00	MANUAL MANIPULATIVE THERAPY
KOR THERAPY	13691 ELEVEN MILE # 109	\$150.00	PHYSICAL THERAPY
HENRY'S AUTO CARE CENTER	14041 ELEVEN MILE	\$150.00	AUTO REPAIR (BRAKES, ENGINE REPAIR, TRANSMISSION, FRONT SUSPENSION, HEATING & AIR COND
DOG AND PONY SHOW BREWING	14661 ELEVEN MILE STE 200	\$150.00	PRODUCTION AND SALE OF CRAFT BEER/HARD COVER
MARBLECAST	14831 ELEVEN MILE	\$150.00	KITCHEN AND BATH PRODUCTS
ELEVEN MILE SELF STORAGE	14935 ELEVEN MILE	\$150.00	SELF-STORAGE
SEERCO INC	14441 ELEVEN MILE A	\$150.00	GENERAL CONTRACTOR
KROME JEWELERS	21700 GREENFIELD # 302	\$150.00	RETAIL JEWELRY STORE, REPAIRS, BUYS
HERMAN'S CREATIONS	21700 GREENFIELD # 324	\$150.00	JEWELRY SALES & REPAIRS
DIAMOND ISLAND OF GREENFIELD	21700 GREENFIELD # 390	\$150.00	JEWELRY SALES & REPAIRS
STEPPING OUT HAIR & NAIL SALON	25266 GREENFIELD	\$150.00	HAIR AND NAIL SALON
PITA CAFÉ	25282 GREENFIELD	\$150.00	MIDDLE EASTERN RESTAURANT
AUTO PRO TECHINICAL RECRUITING	25900 GREENFIELD # 232	\$150.00	TECHNICAL RECRUITER
OXFORD HILL PARTNERS	25900 GREENFIELD # 232	\$150.00	MARKETING
MCDONALDS	26160 GREENFIELD	\$150.00	RESTAURANT
KROGER #751	26200 GREENFIELD	\$150.00	RETAIL GROCERY
ALDI	26300 GREENFIELD	\$150.00	GROCERY STORE
ERIC S MENDELSON DPM	26106 GREENFIELD A B	\$150.00	PODIATRIST
FELLERS	26659 HARDING	\$150.00	WHOLESALE DISTRIBUTION OF WRAP/SIGNAGE SUPPLIES & EQUIPMENT
VINT II	15075 LINCOLN # 104	\$150.00	LINCOLN CONVENIENT SHOPPE
JTS DESIGN JEWELRY	15075 LINCOLN # 119	\$150.00	JEWELER
PRAIRIE FARMS	21631 MEYERS	\$150.00	DAIRY SUPPLIER
WEALTHY LLC	8126 NINE MILE	\$150.00	CLOTHING STORE
LEO WEISS PLUMBING & HEATING	8500 NINE MILE	\$150.00	PLUMBING HVAC CONTRACTOR
TOUCH OF CLASS CATERING	10612 NINE MILE	\$150.00	CATERING
EVOLVE SALON	12712 NINE MILE	\$150.00	SALON
PUBLIC SERVICE CREDIT UNION	13401 NINE MILE	\$150.00	CREDIT UNION
HAPPY'S PIZZA	13700 NINE MILE	\$150.00	PIZZA RESTAURANT
OAK PARK FRUIT MARKET	13745 NINE MILE	\$150.00	FRUIT MARKET
MIGHTY MO MUFFLERS	13941 NINE MILE	\$150.00	COMPLETE AUTO REPAIR
EJ USA	13001 NORTHEND	\$150.00	FORMERLY - EAST JORDAN IRON WORKS
OOZE	13231 NORTHEND	\$150.00	WHOLESALE
PCI INDUSTRIES	21717 REPUBLIC	\$150.00	INTERIOR COMMERCIAL CONSTRUCTION
PLANET PROPANE	21815 REPUBLIC	\$150.00	PROPANE WHOLESALE
SCOTIA STOP	12701 TEN MILE	\$150.00	FOOD STORE, LIQUOR, BEER, WINE AND DELI
DOLLAR VILLAGE DISCOUNT	13201 TEN MILE	\$150.00	RETAIL
SUBWAY	13311 TEN MILE	\$150.00	RESTAURANT
CHECK N GO	13321 TEN MILE	\$150.00	BANKING
MAD CRAB SEAFOOD RESTAURANT	13351 TEN MILE	\$150.00	RESTAURANT
NEW VINTAGE USA	21840 WYOMING PL	\$150.00	PERIOD AND THEMED AUTOMATICE INSTRUMENTATION
RENEWALS FOR 2021	ADDRESS	FEES	BUSINESS TYPE
SALON SAGA	21790 COOLIDGE C	\$150.00	HAIR SALON
MARBLECAST	14831 ELEVEN MILE	\$150.00	KITCHEN AND BATH PRODUCTS
SECURITY CENTRAL PROTECTION	12821 CAPITAL	\$150.00	SECURITY - ALARM
ALDI	26300 GREENFIELD	\$150.00	GROCERY
GIFT ME CHOCOLATE & ENTERTAINMENT	22133 COOLIDGE	\$150.00	CHARACTER MASCOT RENTAL COMPANY AND TREATS TO ACCOMPANY
ROYAL CONTAINER	21100 HUBBELL	\$150.00	STORAGE FACILITY
ANNEWRAP & FLOWERS	22171 COOLIDGE	\$150.00	FLORIST
LAW OFFICES OF IVAN L. LAND	25900 GREENFIELD # 210	\$150.00	LAW OFFICE



**BUSINESS OF THE CITY COUNCIL, OAK PARK,
MICHIGAN**

AGENDA OF: December 6, 2021

AGENDA #

SUBJECT: The Department of Technical and Planning is requesting a Contract Amendment to the PY 2019 Senior Yard Service Program, M-715.

DEPARTMENT: Technical & Planning – RMB

SUMMARY: This is a request to increase the previously awarded contract amount of \$24,000 to \$26,500 to Lawnclippers Landscaping for the PY 2019 Senior Yard Services Program. Prior to awarding the original contract it was determined by Technical and Planning Department personnel that \$2,500 would be retained and allocated for city self-administering service fees. These funds (\$2,500) were not separately allocated and instead rolled into lawn and snow maintenance performed by Lawnclippers to service approved residents.

FINANCIAL STATEMENT: The Senior Yard Service Program is funded through the Community Development Block Grant, CDBG. \$30,000 has been allocated for program year 2019.

RECOMMENDED ACTION: It is recommended that the request to Amend the Contract to Lawnclippers for Program Year 2019 Yard Services, M-715, be approved. Funding is available in the CDBG fund for this expenditure.

APPROVALS:

Department Director: _____ *RB* _____

Director of Finance: _____ *SC* _____

Budgeted: ☐

Legal: _____

EXHIBITS: Contract Amendment

Contract Amendment

Funding Increase:

2019 Program Year Funding Increase.

Amended to increase the Lawnclippers Landscaping contract (attached) dollar amount from \$24,000 to \$26,500.

Acceptance:

The undersigned indicate by their signatures that they are authorized to act on behalf of their respective party in this capacity.

SERVICE AGENCY

Name: Lawn Clippers

Officer Name: Heather Saroli

Officer Title: Co-Owner

Signature: H. Saroli

Witnessed:

Date: 11/4/21

MUNICIPALITY

Name: City of Oak Park

Name: Marian McClellan

Officer Title: Mayor

Signature: _____

Witnessed: _____

Date: _____