CITY OF OAK PARK, MICHIGAN
REGULAR COUNCIL MEETING OF THE
39th OAK PARK CITY COUNCIL
December 4, 2023
7:00 PM

MINUTES

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

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

ABSENT: Mayor Pro Tem Burns

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

APPROVAL OF AGENDA:

CM-12-378-23 (AGENDA ITEM #4) ADOPTION OF THE AGENDA AS PRESENTED – APPROVED

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

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-12-379-23 (AGENDA ITEM #5A-J) CONSENT AGENDA - APPROVED

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

A. Regular City Council Meeting Minutes for November 20, 2023 **CM-12-380-23**
B. Request to receive the First Quarter FY 2023-24 Investment Report **CM-12-381-23**
C. Request to receive the First Quarter Budget to Actual Report **CM-12-382-23**
D. Request to approve Payment Application No. 3 for the 2023-24 Miscellaneous Concrete Project to Mattioli Cement Company of Fenton, Michigan for $122,948.44 **CM-12-383-23**
E. Request to approve payment of invoices from OHM Advisors for GIS DWAM Grant, Nine Mile Road CE, and 8 Mile Booster Station Rehab for the total amount of $11,596.93 **CM-12-384-23**
F. Request to approve payment of invoices from MDOT for the Nine Mile Road project in the amount of $9,927.04 **CM-12-385-23**
G. Request to approve Payment Application No. 2 (final) for the 2023 Landscape Planting Project, M-766 to Premier Group Associates, of Detroit, MI for $7,979.50 **CM-12-386-23**

H. Request to approve Payment Application No. 3 for the 2023 Block Pruning Project, M-748, to Urban Tree Trimming of Detroit MI in the amount of $6,690.00 **CM-12-387-23**
I. Arts & Cultural Diversity Commission Meeting Minutes for August 10, 2023 and September 14, 2023 **CM-12-388-23**
J. Licenses new and renewals submitted for December 4, 2023 **CM-12-389-23**

MERCHANT'S LICENSES – December 4, 2023
(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEE	BUSINESS TYPE
None			

RENEWALS (2023/2024)	ADDRESS	FEE	
FORMTECH PLASTICS	10030 CAPITAL AVE	$150.00	PLASTIC SHEET FABRICATION
STONE FOR YOU	10700 CAPITAL AVE	$150.00	STONE COUNTERTOPS
AUTOBAHN COLLISION	20850 COOLIDGE HWY	$150.00	AUTO REPAIR
MERCURY DRUGS	22150 COOLIDGE HWY	$150.00	DRUG STORE
HUNGRY HOWIES PIZZA	24691 COOLIDGE HWY	$150.00	RESTAURANT
SUNBELT RENTALS INC	12992 W EIGHT MILE RD	$150.00	EQUIPMENT RENTALS
TUBBYS	13740 W EIGHT MILE RD	$150.00	RESTAURANT
BARTON MALOW COMPANY	21090 FERN AVE	$150.00	
BARTON MALOW COMPANY	21101 FERN AVE	$150.00	CONSTRUCTION
AMERICAN MEDICAL CENTER	20820 GREENFIELD RD	$225.00	MEDICAL OFFICE
HJ PAWN AND EXCHANGE LLC	21380 GREENFIELD	$150.00	PAWN SHOP
GOLD CORP INC	21600 GREENFIELD # 100	$150.00	JEWELER
METROPOLITAN REHAB	21700 GREENFIELD # 130	$150.00	REHAB CLINIC
DIAMOND FASHION JEWELERS	21700 GREENFIELD # 337	$150.00	JEWELER
MARO JEWELERS	21700 GREENFIELD # 365	$150.00	JEWELER
PRINCE JEWELERS	21700 GREENFIELD # 447	$150.00	JEWELER
MAPLE HOME HEALTH CARE	23300 GREENFIELD # 219	$150.00	HOME HEALTH AGENCY
LTC CONSULTING SERVICES	25900 GREENFIELD # 412	$150.00	MEDICAL BILLING OFFICE
TOP THAT LLC	25950 GREENFIELD RD	$150.00	RETAIL
ALLIANCE A/C & HEATING	20800 HUBBELL AVE	$150.00	HVAC SERVICES
ELITE NAIL SUPPLY	10740 W NINE MILE RD	$150.00	RETAIL

Massage Facility License - RENEWAL 2023-24
(Subject to All Departmental Approvals)

Great Hands Massage	3230 West 9 Mile	$125.00

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS: None

PUBLIC HEARINGS: None

SPECIAL LICENSES: None

ACCOUNTING REPORTS: **None**

BIDS: None

ORDINANCES: None

CITY ATTORNEY: No Report

CITY MANAGER:

City Clerk

CM-12-390-23 **(AGENDA ITEM #15A) RESOLUTION AUTHORIZING THE TEMPORARY RELOCATION OF TWO POLLING PRECINCTS FOR THE FEBRUARY 27, 2024 PRESIDENTIAL PRIMARY ELECTION - APPROVED**

Motion by Edgar, seconded by Radner, CARRIED UNANIMOUSLY, to approve the following resolution authorizing the temporary relocation of two polling precincts for the November 7, 2023 General City Election:

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

RESOLUTION AUTHORIZING THE TEMPORARY RELOCATION OF TWO POLLING PRECINCTS FOR THE FEBRUARY 27, 2024 PRESIDENTIAL PRIMARY ELECTION

WHEREAS, Jackson Center (CASA), in the Ferndale School District, is the polling location for Oak Park Voting Precincts 15 and 16; and

WHEREAS, Jackson Center (CASA) is scheduled to be torn down and the new Lower Elementary School is still under construction and will be unavailable for use as a polling location for the February 27, 2024 Presidential Primary Election; and

WHEREAS, the Ferndale School District has Ferndale Upper Elementary, 24220 Rosewood, available to accommodate Precincts 15 and 16 for the February 27, 2024 Presidential Primary Election.

NOW THEREFORE BE IT RESOLVED, the City of Oak Park City Council hereby agrees to temporarily move Precincts 15 and 16 for the February 27, 2024 Presidential Primary Election to Ferndale Upper Elementary, 24220 Rosewood, Oak Park, MI; and

BE IT FURTHER RESOLVED, the City Clerk of the City of Oak Park is directed to notify the voters in Precinct 15 and 16 that the Precincts are moved to Ferndale Upper Elementary, 24220 Rosewood, Oak Park, MI for the February 27, 2024 Presidential Primary Election.

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

MOTION DECLARED ADOPTED

Finance

CM-12-391-23 (AGENDA ITEM #15B) BUDGET AMENDMENT #2024-2 FOR PERIOD ENDING SEPTEMBER 30, 2023 - APPROVED

Motion by Radner, seconded by Edgar, CARRIED UNANIMOUSLY, to adopt the following resolution approving Budget Amendment #2024-2 for period ending September 30, 2023 as follows:

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the following Budget Amendment #2024-2 is authorized:

	INCREASE (DECREASE)
GENERAL FUND	
REVENUES	
INTERGOVERNMENTAL	$ 257,419
INTEREST INCOME	$ 61
TOTAL REVENUES	257,480
EXPENDITURES	
CITY MANAGER	36,250
HUMAN RESOURCES	4,000
TECHNICAL AND PLANNING	2,850
PUBLIC SAFETY	85,000
RECREATION	164,880
PUBLIC WORKS	45,000
TOTAL EXPENDITURES	173,100
Net Increase to Fund Balance	$ 84,380
LIBRARY FUND	
REVENUES	
OTHER REVENUE	3,000
TOTAL REVENUES	3,000
EXPENDITURES	
CAPITAL OUTLAY	28,000
TOTAL EXPENDITURES	28,000
Net Increase to Fund Balance	$ (25,000)

MI INDIGENT DEFENSE GRANT FUND	
REVENUES	
INTERGOVERNMENTAL	140,743
TOTAL REVENUES	140,743
EXPENDITURES	
OPERATIONS	140,743
TOTAL EXPENDITURES	140,743
Net Increase to Fund Balance	

WATER &SEWER FUND	
REVENUES	
CHARGES FOR SERVICES	25,000
OTHER REVENUE	5,000
TOTAL REVENUES	30,000
EXPENDITURES	
SALARIES AND FRINGES	30,000
TOTAL EXPENDITURES	30,000
Net Increase to Fund Balance	

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

MOTION DECLARED ADOPTED

Department of Public Works

CM-12-392-23 **(AGENDA ITEM #15C) REQUEST TO APPROVE CHANGE ORDER NO. 1 IN THE AMOUNT OF $8,275.00 AND PAYMENT APPLICATION NO. 1 IN THE AMOUNT OF $74,042.38 FOR THE 2023 SHEPHERD PARK RESTROOM PROJECT, M-759 - APPROVED**

Motion by Radner, seconded by Edgar, CARRIED UNANIMOUSLY, to Request to approve Change Order No. 1 in the amount of $8,275.00 and Payment Application No. 1 in the amount of $74,042.38 for the 2023 Shepherd Park Restroom Project, M-759.

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

MOTION DECLARED ADOPTED

CM-12-393-23 **(AGENDA ITEM #15D) REQUEST TO APPROVE A CHANGE ORDER REQUEST FROM OHM ADVISORS TO PROVIDE ENGINEERING DESIGN AND CONSTRUCTION SUPPORT SERVICES FOR THE EIGHT MILE BOOSTER STATION REHABILITATION PROJECT, M-732, FOR THE HOURLY, NOT TO EXCEED COST OF $4,716.00 - APPROVED**

Motion by Whitehead, seconded by Edgar, CARRIED UNANIMOUSLY, to approve a change order request from OHM Advisors to provide Engineering Design and Construction Support Services for the Eight Mile Booster Station Rehabilitation Project, M-732, for the hourly, not to exceed cost of $4,716.00.

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

MOTION DECLARED ADOPTED

Recreation

CM-12-394-23 **(AGENDA ITEM #15E) RESOLUTION SUPPORTING THE CITY'S APPLICATION FOR THE COMMUNITY FOUNDATION OF SOUTHEAST MICHIGAN RALPH C. WILSON JR. GRANT FOR THE OAK PARK EVENT HUB - APPROVED**

Motion by Radner, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the following resolution supporting the city's application for the Community Foundation of Southeast Michigan Ralph C. Wilson Jr. Grant for the Oak Park Event Hub:

STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF OAK PARK

SUPPORT FOR THE CITY OF OAK PARK APPLICATION FOR THE COMMUNITY FOUNDATION OF SOUTHEAST MICHIGAN RALPH C. WILSON LEGACY FUND GRANT FOR OAK PARK EVENT HUB

WHEREAS, the Community Foundation of Southeast Michigan, through the Ralph C. Wilson Fund is providing grant funding to support projects within southeast Michigan that serve to increase the walkability and bikeability of local communities and/or increasing outdoor recreational activities within the region; and

WHEREAS, the City of Oak Park is planning the creation of the Event Hub located on Oak Park Boulevard.; and

WHEREAS, the City of Oak Park's Recreation Master Plan lists "Develop new city facilities as needed, utilizing natural and sustainable design elements," "Improve equitable access to parks and amenities to encourage participation and active lifestyles for all age groups and abilities" and "Establish unique places through non-traditional and specialty parks and programming"

WHEREAS, the City of Oak Park's Strategic Plan lists "identify the best uses for City property to ensure equitable access to quality public spaces" as an objective under the goal of "deepen sense of place and community identity"; and

WHEREAS, the creation of the Event Hub will contribute significantly to meeting these goals and objectives; and

WHEREAS, the grant request is for $50,000; and

BE IT HEREBY RESOLVED, that the Oak Park City Council supports the grant application for the Community Foundation of Southeast Michigan Ralph C. Wilson Legacy Fund Grant for the Event Hub.

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

MOTION DECLARED ADOPTED

The Community Foundation of Southeast Michigan, through the Ralph C. Wilson Jr. Fund, is offering grants up to $50,000 for projects that serve to increase the walkability and bikeability of local communities and/or increase outdoor recreational activities within the region. We believe the Oak Park Event Hub is a worthy candidate for this grant. The Event Hub is one of the projects that was identified as a high priority through the City's yearlong process of updating the Parks and Recreation Master Plan.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:23 p.m.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor