Oak Park

City Council Agenda

November 20, 2023

AGENDA

REGULAR CITY COUNCIL MEETING
39th CITY COUNCIL
OAK PARK, MICHIGAN
November 20, 2023
7:00 PM

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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. Regular City Council Meeting Minutes for November 6, 2023
B. Special City Council Meeting Minutes for November 6, 2023
C. Beautification Commission Meeting Minutes for June 20, 2023
D. Retirement Board Meeting Minutes for July 24, 2023
E. Request to advertise for bids for 2024 Camera Replacement Project
F. Licenses New and Renewals submitted for November 20, 2023

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS:

A. Public Safety Civilian Citations for Albert Wilson Jr and John Wilson
B. Annual Corridor Improvement Authority Presentation

8. PUBLIC HEARINGS:

9. COMMUNICATIONS: None

10. SPECIAL LICENSES: None

11. ACCOUNTING REPORTS:

A. Approval for payment of invoices submitted by Garan, Lucow, Miller, P.C. for legal services in the total amount of $16,811.08

12. BIDS:

A. Request to award the bid for the Public Safety Fire Fighting Gear Project to Macqueen Equipment from St. Paul, MN for the total amount of $226,192.20 and to authorize the remaining $13,807.80 of the $240,000.00 budget to be used for the outfitting of five (5) additional newly hired officers

13. ORDINANCES:

A. FIRST READING OF AN ORDINANCE TO REPEAL AND REPLACE CHAPTER 50 OFFENSES AND MISCELLANEOUS PROVISIONS, ARTICLE II – OFFENSES AGAINST PROPERTY, SECTION 50-45 MARKET BASKET CART, OF THE CODE OF ORDINANCES, CITY OF OAK PARK (The proposed ordinance updates the regulations pertaining to shopping carts)

B. FIRST READING OF AN ORDINANCE TO ADD ARTICLE X – VACANT BUILDING REGISTRATION, SECTION 18-401 - OF CHAPTER 18, BUILDINGS AND BUILDING REGULATIONS, OF THE CODE OF ORDINANCES, CITY OF OAK PARK (This proposed ordinance would provide the City with the means to enforce the maintenance of abandoned, blighted, and vacant buildings or structures in the community)

14. CITY ATTORNEY:

15. CITY MANAGER:

City Clerk

A. November 7, 2023 General City Election

Elevate Oak Park Project Update

45th District Court

B. Resolution approving a contract between the State Court Administrative Office (SCAO) and the 45th District Court for the 2024 Veterans Treatment Court Grant Program

C. Resolution approving a contract between the State Court Administrative Office (SCAO) and the 45th District Court for the 2024 Behavioral Health and Wellness Court Grant Program

Recreation

D. Request to waive the Shepherd Park Shelter One rental fee for Willie Horton

16. 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.

17. CALL TO THE COUNCIL

18. 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. Accommodation to participate in 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 6, 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, Mayor Pro Tem Edgar, Council Member Burns, Council Member Radner, Council Member Whitehead

ABSENT: None

OTHERS PRESENT: City Manager Tungate, Deputy City Manager VanVleck, City Attorney Krause

APPROVAL OF AGENDA:

CM-11-350-23 **(AGENDA ITEM #4) ADOPTION OF THE AGENDA AS AMENDED – APPROVED**

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve the agenda with the following changes:

- Add Item 5J – Payment application to Premier Group Associates for Landscape Planting Project, M-766

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-11-351-23 **(AGENDA ITEM #5A-J) CONSENT AGENDA - APPROVED**

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

A. Regular City Council Meeting Minutes for October 16, 2023 **CM-11-352-23**
B. Parks and Recreation Commission Meeting Minutes for May 17, 2023, June 21, 2023, July 19, 2023, and August 16, 2023 **CM-11-353-23**
C. Recycling and Environmental Conservation Commission Meeting Minutes for July 20, 2023, August 17, 2023, and September 21, 2023 **CM-11-354-23**
D. Request to approve payment of invoices from MDOT for constructions projects in the total amount of $152,781.80 **CM-11-355-23**
E. Request to advertise for bids for the 2024 Sewer Lining Project, M-763 **CM-11-356-23**

F. Request to approve payment of invoices from OHM Advisors for GIS DWAM Grant, and Nine Mile Road CE for the total amount of $18,064.25 **CM-11-357-23**
G. Payment Application No. 2 for the 2023-24 Miscellaneous Concrete Project to Mattioli Cement Company of Fenton, Michigan for $235,685.43 **CM-11-358-23**
H. Payment Application No. 2 for the 2023 Block Pruning Project, M-748, to Urban Tree Trimming of Detroit MI, in the amount of $7,000.00 **CM-11-359-23**
I. Licenses new and renewals submitted for November 6, 2023 **CM-11-360-23**

MERCHANT'S LICENSES – November 6, 2023
(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEE	BUSINESS TYPE
NORTHEND WHOLESALE LLC	13261 CLOVERDALE B	$150.00	APPLIANCE WHOLESALE
SAVVY SLIDERS	21330 GREENFIELD	$150.00	RESTAURANT
CENTER MOUNT JEWELERS	21700 GREENFIELD # 351	$150.00	JEWELER
ROCCO'S PIZZA	10100 W NINE MILE RD	$150.00	RESTAURANT

RENEWALS (2023/2024)	ADDRESS	FEE	
INSURANCE GIANT	24681 COOLIDGE HWY	$225.00	INSURANCE AGENCY
PINK GARLIC INDIAN CUISINE	26661 COOLIDGE HWY	$150.00	RESTAURANT
BUTTER	13631 W ELEVEN MILE	$150.00	OFFICE
LA MARRA	24700 GREENFIELD RD	$150.00	RESTAURANT
PIK-NIK BASKET	8511 W NINE MILE RD	$150.00	RESTAURANT
FRESH BAKED PRINTS	8670 W NINE MILE RD	$225.00	PRINTING COMPANY
K&F INTERNATIONAL MARKET	13911 NINE MILE RD	$150.00	MEAT MARKET

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

MOTION DECLARED ADOPTED

J. Payment application to Premier Group Associates for Landscape Planting Project, M-766 **(Added to the agenda) CM-11-361-23**

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #7A) Retirement Recognition for Public Safety Officer Bernard Anderson.

(AGENDA ITEM #7B) Proclamation honoring Yisrael Paliti.

PUBLIC HEARINGS:

(AGENDA ITEM #8A) Public Hearing to receive public comments on the allocation of the 2024 Community Development Block Grant (CDBG) funds.

Mayor McClellan opened the public hearing to receive public comments for the allocation of the 2024 Community Development Block Grant Funds at 7:15 p.m. There were no members of the public who wished to speak and there were no written comments received to enter into the record. The public hearing was closed at 7:15 p.m.

CM-11-362-23 **(AGENDA ITEM #8B) RESOLUTION APPROVING THE RECOMMENDED ALLOCATIONS OF THE 2024 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS AND AUTHORIZING THE MAYOR TO SIGN THE APPLICATION AND SUB RECIPIENT AGREEMENT ON BEHALF OF THE CITY - APPROVED**

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve the following resolution approving the recommended allocations of the 2024 Community Development Block Grant Funds and to authorize the Mayor to sign the application and sub recipient agreement on behalf of the City:

RESOLUTION APPROVING THE 2024
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 6, 2023 for the purposes of receiving comments regarding the proposed use of Program Year 2024 Community Development Block Grant funds in the approximate amount of $123,732; 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:

Account Number	Project Name	Amount
172170-730310	Code Enforcement	$105,172.20
172160-732170	Public Service/Yard Services	$18,559.80

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 Pro Tem is hereby authorized to execute all documents, agreements, or contracts which result from this application to Oakland County.

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

MOTION DECLARED ADOPTED

SPECIAL LICENSES: None

ACCOUNTING REPORTS: **None**

BIDS: None

ORDINANCES: None

CITY ATTORNEY: No Report

CITY MANAGER:

Storm Water Review Board

CM-11-363-23 **(AGENDA ITEM #15A) REQUEST TO APPROVE THE REQUEST BY COOLIDGE PARK LTD. FOR WAIVER OF STORM WATER PENALTIES FOR PROPERTY AT 23200 COOLIDGE, PARCEL #25-29-354-001 - FAILED**

Motion by Radner, seconded by Edgar, FAILED, to approve the request by Coolidge Park Ltd. for waiver of storm water penalties for property at 23200 Coolidge, Parcel #25-29-354-001.

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

MOTION FAILED

Finance/Assessing

CM-11-364-23 **(AGENDA ITEM #15B) REQUEST TO RECEIVE AND APPROVE EXCEPTION RECOMMENDATIONS REGARDING SPECIAL ASSESSMENT DISTRICTS - APPROVED**

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to receive and approve the following exception recommendations regarding Special Assessment Districts:

Placed back onto the Special Assessment District along with the 10% penalty:

Special Assessment District No. 708 Unpaid Utilities

52-25-29-330-005 13011 Oak Park Blvd.
52-25-31-476-020 21111 Kipling
52-25-31-154-008 21900 Harding
52-25-29-376-014 23000 Eastwood
52-25-30-404-034 23421 Cloverlawn
52-25-29-428-002 23860 Majestic
52-25-29-276-025 24320 Oneida

Special Assessment District No. 710 Unpaid Property Blight

52-25-32-105-016 21921 Eastwood
52-25-31-476-020 21111 Kipling

Permanently Removed along with the 10% penalty:

Special Assessment District No. 708 Unpaid Utilities

52-25-28-382-026	8130 Nine Mile
52-25-28-382-026	8136 Nine Mile
52-25-28-382-026	8138 Nine Mile
52-25-19-402-009	14097 Lincoln
52-25-31-429-011	21350 Ridgedale

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

MOTION DECLARED ADOPTED

CALL TO THE AUDIENCE:

Ken Sherman, 23840 Jerome, informed the Council that his trash was not picked up last week on the scheduled day but was picked up the following day. He also spoke to funding that the City of Livonia was able to secure for construction of a new Senior Center.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:31 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 6, 2023
6:00 PM

MINUTES

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

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

ABSENT: None

OTHERS PRESENT: City Manager Tungate, City Attorney Krause, Deputy City Manager VanVleck

SPECIAL BUSINESS:

(AGENDA ITEM 3A) Discuss the 2023 Organizational Meeting.

The council discussed the need to postpone the City's organizational meeting scheduled for November 13, 2023, due to new election laws that prohibit the election certification from being finished by that date. They decided to postpone the organizational meeting to Monday, December 4, 2023, at 6:00 p.m.

SCM-11-347-23 **MOTION TO POSTPONE THE ORGANIZATIONAL MEETING TO DECEMBER 4, 2023 AT 6:00 P.M. - APPROVED**

Motion by Radner, seconded by Whitehead, CARRIED UNANIMOUSLY, to postpone the Organizational Meeting to December 4, 2023 at 6:00 p.m..

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

MOTION DECLARED ADOPTED

(AGENDA ITEM B) CLOSED SESSION

To convene a Closed Session for purposes of conducting discussions regarding attorney-client privileged communication.

CM-11-348-23 **MOTION TO ADJOURN INTO CLOSED SESSION TO DISCUSS ATTORNEY CLIENT PRIVILEGED COMMUNICATION - APPROVED**

Motion by Burns, Seconded by Radner, CARRIED UNANIMOUSLY, to adjourn into Closed Session to discuss attorney client privileged communication.

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

MOTION DECLARED ADOPTED

The Closed Session began at 6:07 p.m. The Special Meeting reconvened at 6:52 p.m.

CM-11-349-23 MOTION TO AUTHORIZE THE CITY ATTORNEY TO INITIATE A LAWSUIT AGAINST 8 MILE LLC AND TO ENGAGE IN DISCUSSIONS TO RESOLVE THE MATTER - APPROVED

Motion by Radner, seconded by Whitehead, CARRIED UNANIMOUSLY, to authorize the City Attorney to initiate a lawsuit against 8 Mile LLC and to engage in discussions to resolve the matter.

Roll Call Vote:	Yes:	McClellan, Edgar, Radner, Burns, 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 6:55 p.m.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

CITY OF OAK PARK
BEAUTIFICATION ADVISORY COMMISSION
MEETING MINUTES
JUNE 20, 2023

PRESENT: Commissioners Lonnie Tabb-Upshaw, Santhia Guinn, Idella Bailey, Chrystal Wagner, Deborah Williamson, DPW Administrative Clerk II Tiffany Brown

ABSENT: Commissioners Mattie Boykin, Michella Perry, DPW Director Dave DeCoster, City Council Member Carolyn Burns

GUEST: Barbara Butler

Meeting called to order at 7:00 pm
Roll called.

APPROVAL OF MINUTES: May 16, 2023

MOTION by **Bailey**, **SECONDED** by **Guinn** to approve the Beautification Advisory Commission meeting minutes for May 16, 2023 as submitted.

VOTE: Yes: ALL
No: NONE
Motion carried.

CITY COUNCIL/LIAISON COMMUNICATION
None

FLOWER SALE
The Flower Sale was successful. Commissioners discussed operations of the Flower Sale going forward. For next year's flower sale, the commissioners would like two commissioners collecting money, while the other commissioners help with assisting customers. Members agreed that the organization of the sale was improved due to the updated price list and labeling of the flowers.

FLOWER EXCHANGE

Commissioners agree to work with the recreation department to secure a better date for the flower exchange. The commissioners would also like to work on a better marketing strategy to advertise the event.

FLOWER PLANTING

The commission planted flowers at the Shepherd Park sign. Commissioners would like to plant flowers annually at the Shepherd Park sign.

MOTION by **Williamson**, **SECONDED** by **Guinn** to plant flowers annually at the Shepherd Park sign.

VOTE: Yes: ALL
No: NONE

Motion carried.

FOURTH OF JULY PARADE

Members discuss participation in the Fourth of July Parade. There will be four members participating in the parade and two vehicles. Members will coordinate which members will drive their vehicles.

BAC AWARDS CEREMONY & BUS TOUR

Commissioners will discuss details of the award ceremony in the next meeting.

GENERAL DISCUSSION

Guest Barbara Butler had a question regarding the commission's nomination and award selection process. Chairperson Lonnie Tabb-Upshaw explained the commission's process and criteria when nominating and selecting a home for an award.

Meeting adjourned at 7:30 pm, *Next meeting September 19, 2023*

CITY OF OAK PARK, MICHIGAN
EMPLOYEES' RETIREMENT SYSTEM AND
PUBLIC SAFETY RETIREMENT SYSTEM BOARD OF TRUSTEES
CONCURRENT MEETING

July 24, 2023
4:30 PM

MINUTES

Chairperson Tungate called the meeting to order in the Executive Conference Room of City Hall. 14000 Oak Park Blvd., Oak Park MI 48237 at 4:30 PM and roll call was taken.

EMPLOYEES' RETIREMENT SYSTEM:

TRUSTEES PRESENT:	Trustee Tungate, Trustee McClellan, Trustee Waxenberg, Trustee DeCoster, Trustee Crawford
TRUSTEES ABSENT:	None
ALSO PRESENT:	City Clerk Norris, City Attorney Duff, Human Resources Director Allen, and Deputy Finance Director Johnson

PUBLIC SAFETY RETIREMENT SYSTEM:

TRUSTEES PRESENT:	Trustee Tungate, Trustee McClellan, Trustee Batora, Trustee Macfarlane
TRUSTEES ABSENT:	Trustee Radner
ALSO PRESENT:	City Clerk Norris, City Attorney Duff, Human Resources Director Allen, and Deputy Finance Director Johnson

(Agenda Item #3A) Approval of Minutes

ERS-07-010-23 **MINUTES FROM THE APRIL 24, 2023 ERS/PSRS CONCURRENT MEETING – APPROVED**

Motion by McClellan, seconded by Crawford, CARRIED UNANIMOUSLY, to approve the Minutes from the April 24, 2023 ERS/PSRS Concurrent Meeting.

Voice Vote:	Yes:	Tungate, McClellan, DeCoster, Crawford, Waxenberg
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

PSRS-07-010-23 MINUTES FROM THE APRIL 24, 2023, ERS/PSRS CONCURRENT MEETING – APPROVED

Motion by Batora, seconded by McClellan, CARRIED UNANIMOUSLY, to approve the Minutes from the April 24, 2023 ERS/PSRS Concurrent Meeting.

Voice Vote:	Yes:	Tungate, McClellan, Batora, Macfarlane
	No:	None
	Absent:	Radner

MOTION DECLARED ADOPTED

ERS-07-011-23 MINUTES FROM THE MAY 30, 2023, ERS SPECIAL MEETING – APPROVED

Motion by DeCoster, seconded by Crawford, CARRIED UNANIMOUSLY, to approve the Minutes from the May 30, 2023 ERS Special Meeting.

Voice Vote:	Tungate, McClellan, DeCoster, Crawford, Waxenberg	
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

(Agenda Item #4A) Market Update, Portfolio Review and Private Equity Discussion – PNC

Carolyn Rains and Gary Salzer from PNC presented the 2023 Second Quarter Investment Review dated June 30, 2023. A complete report is on file in the City Clerk's Office. They provided a market update and presented a portfolio summary that reviewed the City's investment policy statement, assets, allocations and investment performance for both systems. The market value of the Employees' Retirement System as of June 30, 2023 was $18,681.503 and the market value of the Public Safety Retirement System was $51,419,013.

(Agenda Item #4B) Actuarial Service Agreements with Watkins Ross

The Boards discussed the proposed fees associated with the Watkins Ross Actuarial Services Agreement for years 2023, 2024 and 2025:

WATKINS ROSS ACTUARIAL SERVICES
FEE AGREEMENT WITH THE CITY OF OAK PARK
Years 2023, 2024 and 2025

	2023	2024	2025
GENERAL EMPLOYEES' PLANS – VALUATION REPORTS			
Pension Funding Valuation	$ 9,800	$ 10,000	$ 10,200
Pension Accounting GASB 67/68	3,000	3,100	3,200
OPEB Funding Valuation	[1]	[1]	[1]
OPEB Accounting 74/75	2,100[2]	6,700	2,200[2]
PUBLIC SAFETY EMPLOYEES' PLANS – VALUATION REPORTS			
Pension Funding Valuation	$ 8,600	$ 8,800	$ 9,000
Pension Accounting GASB 67/68	2,550	2,600	2,650
OPEB Funding Valuation	[1]	[1]	[1]
OPEB Accounting 74/75	2,000[2]	6,300	2,100[2]
OTHER			
Individual Benefit Calculations	305	310	315

Additional services provided at the request of the client, or outside of the scope of services described above, will be billed at the following hourly rates:

• Actuarial Analyst	170	175	175
• Enrolled Actuary	225	230	230
• Senior Consultant	260	270	270

Additional consulting services could include, but are not limited to the following:

- Plan Design Change Proposals
- Risk Analysis associated with key assumptions
- Estimates of Results for Future Years

1 The City has not required a separate funding report for OPEB (Other Post-Employment Benefit) Plans; An Actuarially Determined Contribution (ADC) is included in the OPEB GASB 74/75 report for financial reporting – for both GASB and State of Michigan Public Act 202

2 Interim report consisting of a roll-forward of prior year's results

ERS-07-012-23 **MOTION TO APPROVE AN ACTUARIAL SERVICES AGREEMENT BETWEEN WATKINS ROSS AND THE CITY OF OAK PARK EMPLOYEES' RETIREMENT SYSTEM FOR YEARS 2023, 2024 AND 2025 – APPROVED**

Motion by Crawford, seconded by McClellan CARRIED UNANIMOUSLY, to approve an actuarial services agreement between Watkins Ross and the City of Oak Park Employees' Retirement System for years 2023, 2024 and 2025.

Roll Call Vote:	Yes:	Tungate, McClellan, DeCoster, Crawford, Waxenberg
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

PSRS-07-011-23 MOTION TO APPROVE AN ACTUARIAL SERVICES AGREEMENT BETWEEN WATKINS ROSS AND THE CITY OF OAK PARK EMPLOYEES' RETIREMENT SYSTEM FOR YEARS 2023, 2024 AND 2025 – APPROVED

Motion by Batora, seconded by Macfarlane, CARRIED UNANIMOUSLY, to approve an actuarial services agreement between Watkins Ross and the City of Oak Park Public Safety Retirement System for years 2023, 2024 and 2025.

Roll Call Vote:	Yes:	Tungate, McClellan, Batora, Macfarlane
	No:	None
	Absent:	Radner

MOTION DECLARED ADOPTED

(Agenda Item #5A-J) Financial Reports (ERS)

ERS-07-013-23 RECEIVE AND APPROVE ERS FINANCIAL REPORTS (APRIL - JUNE, 2023) – APPROVED

Motion by DeCoster, seconded by Waxenberg, CARRIED UNANIMOUSLY, to receive and approve the following reports for the period April 1, 2023 – June 30, 2023:

A. PNC Investment Management Report
B. Fiduciary Net Assets Statement – Fund 731
C. PNC Financial Report
D. Disbursements made by the Retirement System

DATE	CHECK#	PAYEE/DESCRIPTION	AMOUNT
5/01/23	Check #169785	Watkins Ross	$ 300.00
Actuarial Services December 1, 2023 through March 31, 2023			
4/30/23	EFT (JE#12056)	PNC Inst. Asset Mgmt.	$ 16,268.15
Investment Counseling Fees for 4/1/2023 – 6/301/2023.			
QUARTERLY DISBURSEMENTS		$16,568.15	
ACTUARY FEE REIMBURSEMENT		(-0-)	

TOTAL QUARTERLY DISBURSEMENT	$16,568.15

E. Fiduciary Net Assets Statement – Fund 680
F. Retirees Actuarial Statements - None
G. Municipal and Military Buy-Back Calculations - None
H. Correspondence of Retirement Submission - None
I. Necrology Report - None
J. Miscellaneous Information - None

Roll Call Vote: Yes: Tungate, McClellan, Crawford, DeCoster, Waxenberg
No: None
Absent: None

MOTION DECLARED ADOPTED

(Agenda Item #4A-J) Financial Reports (PSRS)

PSRS-07-012-23 RECEIVE AND APPROVE PSRS FINANCIAL REPORTS (APRIL - JUNE, 2023) – APPROVED

Motion by Batora, seconded by Rasdner, CARRIED UNANIMOUSLY, to receive and approve the following reports for the period April 1, 2023 – June 30, 2023:

A PNC Investment Management Reports
B Fiduciary Net Assets Statement – Fund 733
C. PNC Financial Report
D. Disbursements made by the Retirement System

DATE	CHECK#	PAYEE/DESCRIPTION	AMOUNT
5/0123	Check #169785	Watkins Ross	$ 4,300.00
Actuarial Services December 2022 through March 31, 2023.			
04/30/23	EFT (JE#12057)	PNC Inst. Asset Mgmt.	$ 40,511.30
Investment Counseling Fees for 4/01/2023 – 6/30/2023.			
TOTAL QUARTERLY DISBURSEMENT		$44,811.30	
ACTUARY FEE REIMBURSEMENT		(-0)	
TOTAL QUARTERLY DISBURSEMENTS		$44,811.30	

E. Fiduciary Net Assets Statement – Fund 680
F. Retirees Actuarial Statements - None
G. Municipal and Military Buy-Back Calculations - None
H. Correspondence of Retirement Submission – None
I. Necrology Report – None
J. Miscellaneous Information - None

Voice Vote:	Yes:	Tungate, McClellan, Batora, Macfarlane
	No:	None
	Absent:	Radner

MOTION DECLARED ADOPTED

PUBLIC COMMENTS:

There were no members of the public present wishing to speak.

ADJOURNMENT:

The meeting adjourned at 5:14 PM.

T. Edwin Norris, City Clerk

5E

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: November 20, 2023

SUBJECT: Request authorization to bid the 2024 Camera Replacement Project.

DEPARTMENT: Public Works / Facilities – *DED*

SUMMARY: Bid documents are being prepared for the 2024 Camera Replacement Project. This project includes the replacement of two camera servers, over 50 cameras, as well as the installation of new cameras in various city buildings..

FINANCIAL STATEMENT: This is unbudgeted expenditure. If awarded, a budget amendment will be required to fund this project.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for 2024 Camera Replacement Project be approved.

APPROVALS:

City Manager: ET

Department Director: *DED*

Finance Director: SC

Legal: CK

Budgeted: ☐

EXHIBITS: None

MERCHANT'S LICENSES - NOVEMBER 20, 2023

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE

RENEWALS FOR 2024	ADDRESS	FEES	BUSINESS TYPE
GREENSCAPES, INC	8555 CAPITAL AVE	$150.00	LANDSCAPING
ACME LADDER & SUPPLY CO	10101 CAPITAL AVE	$150.00	INDUSTRIAL
EZ GROOM	10411 CAPITAL AVE	$150.00	MANUFACTURING
BRUTTEL ROOFING INC	10821 CAPITAL AVE	$150.00	CONTRACTOR
PLUMBING TECHS PIPECON	12700 CAPITAL AVE	$150.00	CONTRACTOR
MIDLAND EQUIPMENT CO OF MICHIGAN	12771 CAPITAL AVE	$150.00	INDUSTRIAL
UNITED REFRIGERATION INC	12811 CAPITAL AVE	$150.00	INDUSTRIAL
BENSTON D HARRIS INC	13040 CAPITAL AVE	$150.00	MEDICAL OFFICE
LG MOTORS	13350 CAPITAL AVE	$150.00	BODY SHOP
CAR STOP AUTOMOTIVE INC	21006 COOLIDGE HWY	$150.00	AUTO REPAIR
PHYSICAL MEDICINE REHAB & PAIN CONSULTANT	21675 COOLIDGE HWY # 1A	$150.00	MEDICAL CLINIC
HANDS OF HOPE INTERNATIONAL	21790 COOLIDGE HWY	$150.00	MASSAGE THERAPY
ARNOLD CLEANERS	22185 COOLIDGE HWY	$150.00	PROFESSIONAL SERVICE
DANNY'S FINE WINE	23063 COOLIDGE HWY	$150.00	PARTY STORE
GRACE CENTERS OF HOPE	23119 COOLIDGE HWY	$150.00	NONPROFIT STORE
CHILDRENS DENTAL HOME	24611 COOLIDGE HWY	$150.00	CHILDRENS DENTISTRY
COMERICA BANK INC	25555 COOLIDGE HWY	$150.00	FINANCIAL INSTITUTION
ARTISTRY OF HAIR	25661 COOLIDGE HWY	$150.00	HAIR SALON
LINCOLN COOLIDGE MARKET LLC	25901 COOLIDGE HWY	$150.00	PARTY STORE
LINCOLN RX INC	25901 COOLIDGE HWY 1	$150.00	PHARMACY
STEPPIN OUT FAITH LEARNING CENTER	25941 COOLIDGE HWY	$150.00	CHILDCARE CENTER
CARING DENTISTRY	26021 COOLIDGE HWY	$150.00	GENERAL DENTISTRY
F.I.R.M.	13691 W ELEVEN MILE RD # 103	$150.00	FINANCIAL SERVICES
FORTSON DENTAL OAK PARK	13741 W ELEVEN MILE RD	$150.00	GENERAL DENTISTRY
CUSTOM CONCEPT COLLISION	14051 W ELEVEN MILE RD	$150.00	BODY SHOP
FOUR SEASONS GARDEN CENTER	14471 W ELEVEN MILE RD	$150.00	LANDSCAPING
DOG & PONY BREWING LLC	14661 W ELEVEN MILE RD STE 200	$150.00	RETAIL
ROYAL CREST INC	14851 W ELEVEN MILE RD	$150.00	MANUFACTURING
BOLLINGER MOTORS INC	14925 W ELEVEN MILE RD	$150.00	MANUFACTURING
PM ENVIRONMENTAL INC	15431 W ELEVEN MILE RD	$150.00	ENVIRONMENTAL CONSULTING
MCDONALD'S	21000 GREENFIELD	$150.00	RESTAURANT
AURA DIAMOND AND JEWELRY CORP	21700 GREENFIELD RD # 347	$ 150.00	RETAIL
SPECTRUM JEWELERS	21700 GREENFIELD RD # 355	$ 150.00	RETAIL
FORGOTTEN HARVEST INC	21800 GREENFIELD RD	$ 150.00	NONPROFIT
PINEWOOD DENTAL	21950 GREENFIELD RD	$ 150.00	GENERAL DENTISTRY
CARE PLUS PHARMACY	25290 GREENFIELD RD	$ 150.00	PHARMACY
GLOBAL WATCH REPAIR LLC	25900 GREENFIELD RD # 116	$ 150.00	RETAIL AND REPAIR
GLOBAL SOLUTIONS GROUP INC	25900 GREENFIELD RD # 220	$ 150.00	CYBERSECURITY
APERTURE CONTENT MARKETING	25900 GREENFIELD RD # 402	$ 150.00	OFFICE
CONSERVATIVE CUTS	26090 GREENFIELD RD	$ 150.00	BARBERSHOP
GLR OF OAK PARK INC	26500 HARDING AVE	$ 150.00	RECYCLING
DALE PRENTICE COMPANY	26511 HARDING AVE	$ 150.00	OFFICE
HAYNES ENTERPRISE	21171 MEYERS RD	$ 150.00	TRUCKING COMPANY
GREAT HANDS MASSAGE	8230 W NINE MILE RD	$ 150.00	MASSAGE THERAPY
SCHEER'S ACE HARDWARE	8601 W NINE MILE RD	$ 150.00	RETAIL
PIZZA SQUARE	10770 W NINE MILE RD	$ 150.00	RESTAURANT
LIGHTHOUSE LIQUOR	13651 W NINE MILE RD	$ 150.00	PARTY STORE
ALASKA FRESH FISH AND CHICKEN LLC	13701 W NINE MILE RD	$ 150.00	RESTAURANT
CHINA CITY	13715 W NINE MILE RD	$ 150.00	RESTAURANT
OAK PARK FRUIT MARKET INC	13745 W NINE MILE RD	$ 150.00	GROCERY STORE
YOUSIF GORIEL M.D., P.C.	15351 W NINE MILE RD A	$ 150.00	MEDICAL OFFICE
EJ USA INC	13001 NORTHEND AVE	$ 150.00	INDUSTRIAL
OAK PARKER	13261 NORTHEND AVE	$ 150.00	RESTAURANT
HATZALAH OF MICHIGAN	13650 OAK PARK BLVD APT A	$ 150.00	VOLUNTEER EMS
TOPP DOGG LLC	14210 OAK PARK BLVD	$ 150.00	FOOD CONCESSION
ACCESS & VASCULAR CARE PLLC	10861 TEN MILE	$ 150.00	MEDICAL
PLANET FITNESS- EFG OAK PARK LLC	13151 TEN MILE	$ 150.00	WORKOUT FACILITY
MAD CRAB SEAFOOD RESTAURANT	13351 TEN MILE	$ 150.00	RESTAURANT
SCOTIA STOP/G&M IBVESTMENT	12701 W TEN MILE RD	$ 150.00	PARTY STORE

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: November 20, 2023

SUBJECT: CIA Annual Report Presentation

DEPARTMENT: Economic Development and Planning

SUMMARY: New Tax Increment Finance Authority Reporting Requirements has reporting requirements for tax increment finance authorities in Michigan. The reporting includes two public presentations of the Annual report and requires certain information be made available publicly and sets requirements for information that must be reported to the Michigan Department of Treasury.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: N/A

APPROVALS:

City Manager: _____ET_____

Department Director:___KM_____

Finance Director: _____SC_____

Legal:_____CK_____

EXHIBITS: presentation

Corridor Improvement Authority
Annual Update – 2023

Kim Marrone
City of Oak Park
Director of Municipal Services

About the Corridor Improvement Authority (CIA)

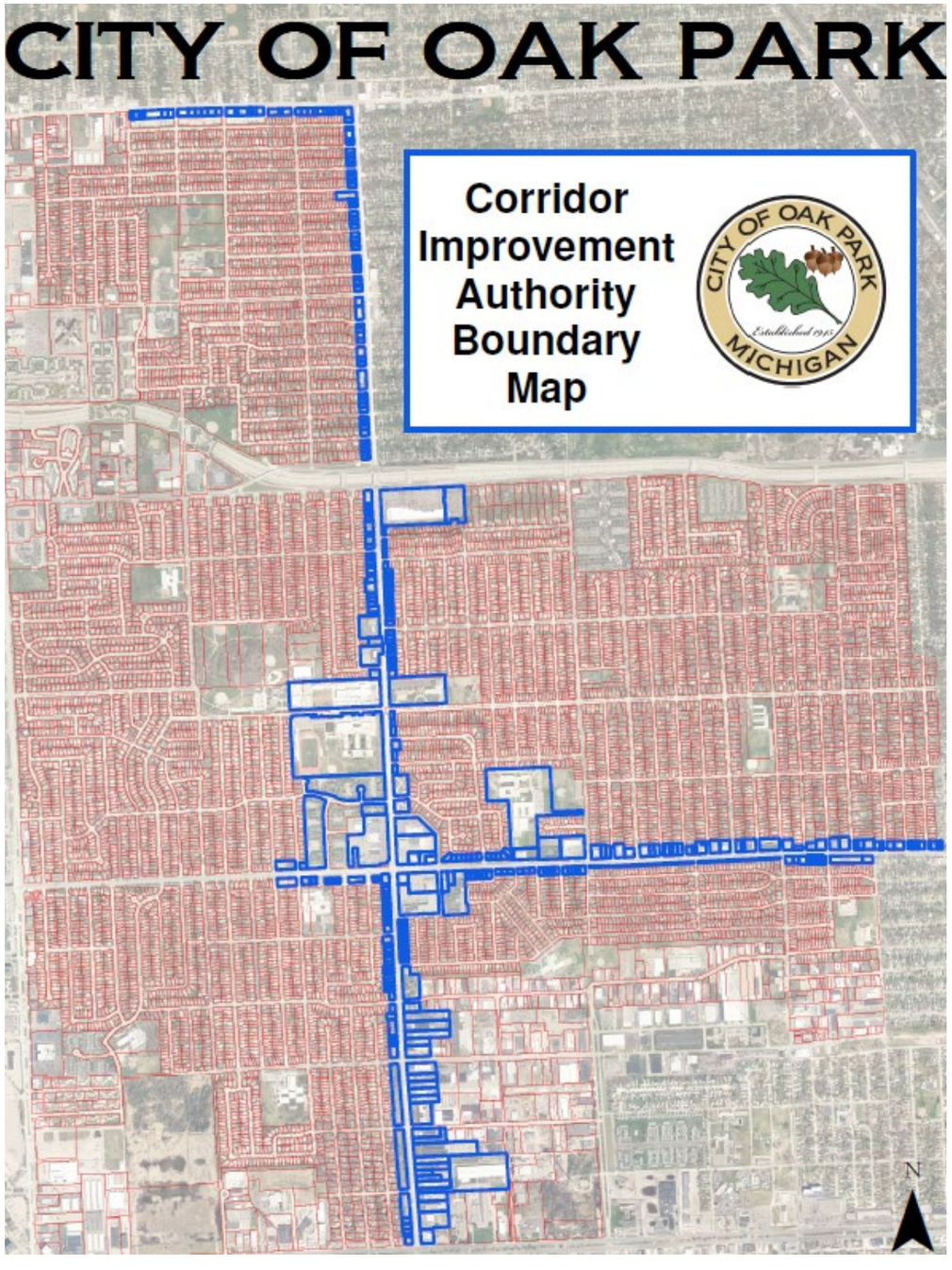
Corridor Improvement Authorities (CIAs) were created by the State of Michigan as a tool to counteract economic decline and ensure that corridors in our cities and regions receive careful stewardship and long-term consideration. Since the Oak Park Corridor Improvement Authority's inception in 2016, it has worked to meet several of their goals.

The work of the CIA is done by a small staff and a Board of seven citizens and business owners/managers appointed by the Mayor and City Council. CIA members volunteer their time, talent, and expertise to the CIA for the benefit of the corridor.

This report is generated to increase the transparency of the work and accomplishments of the CIA in Oak Park. Each year a report is created to highlight these accomplishments. Since the CIA was created in 2016 the revenue has been very minimal. However, we feel that we have made great strides regardless of the money spent. In the next few years to come, the revenue will be increasing due to the fact that additional new development and investments have taken place along the corridors.

This report is also an opportunity to provide details about the efforts of the CIA to support the vibrancy and growth of businesses along the corridors.

Oak Park CIA District – By The Numbers



Investment and Growth

FY 2023 (July 1, 2022 – June 30, 2023)

17

Building Permits

$3.4M

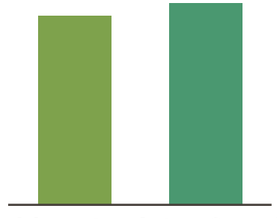
CIA Base Property Value

$649,713

Building Permits Value

$3.8M

CIA Property Value



Asking Rent Per Sq. Ft.

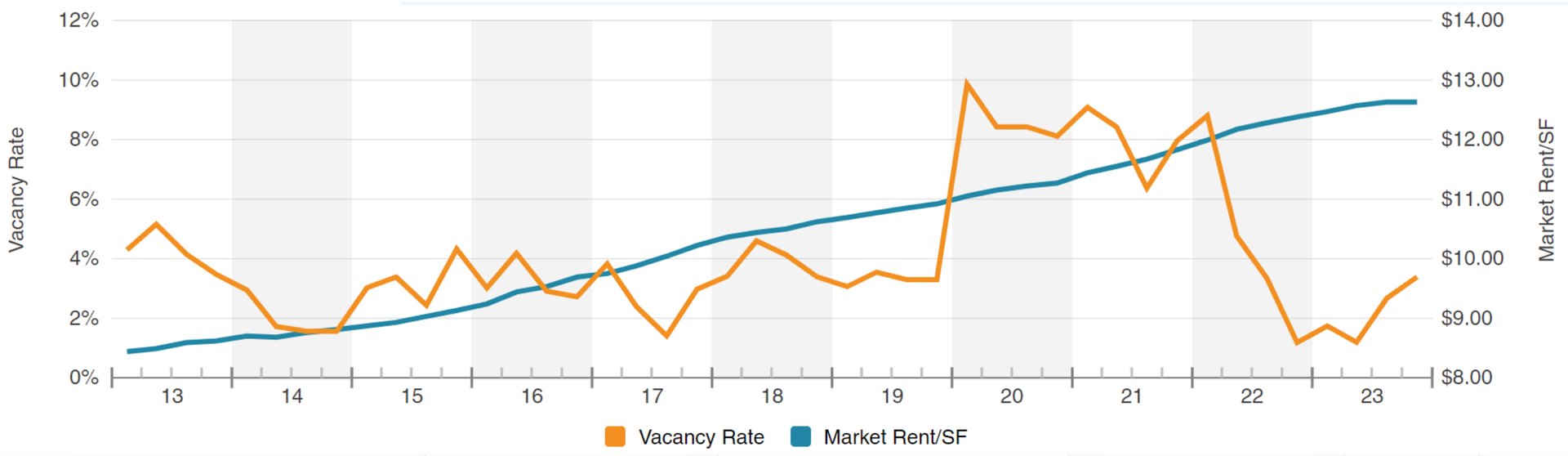
2022	2021
$13.64 s.f.	$13.94 s.f.
Down 2.1%	up 19%

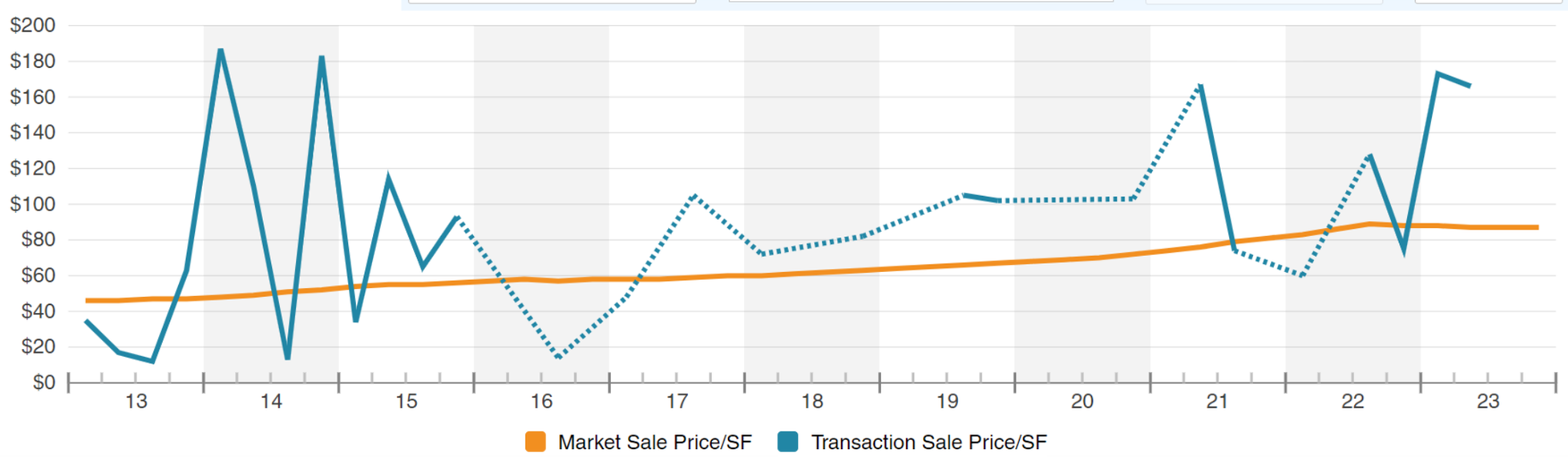
Coolidge Highway

Vacancy Rates	2022	2023
	3.4%	2.7%

Market Rent per s.f.	2022	2023
	$12.38	$12.63

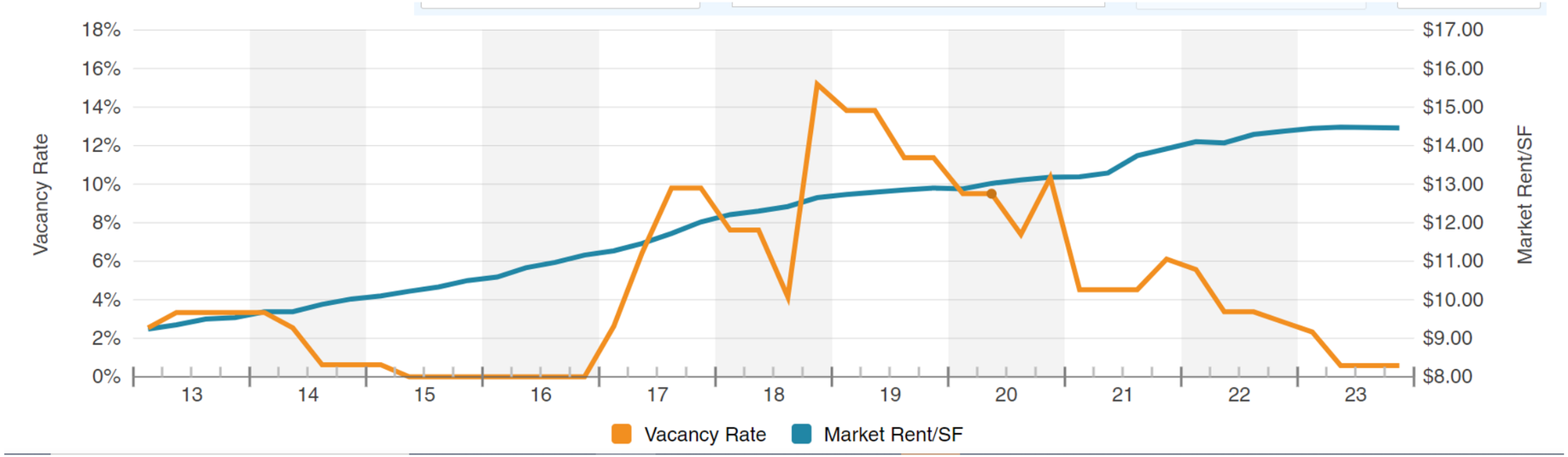
Market Sale Price s.f	2022	2023
	$87	$87

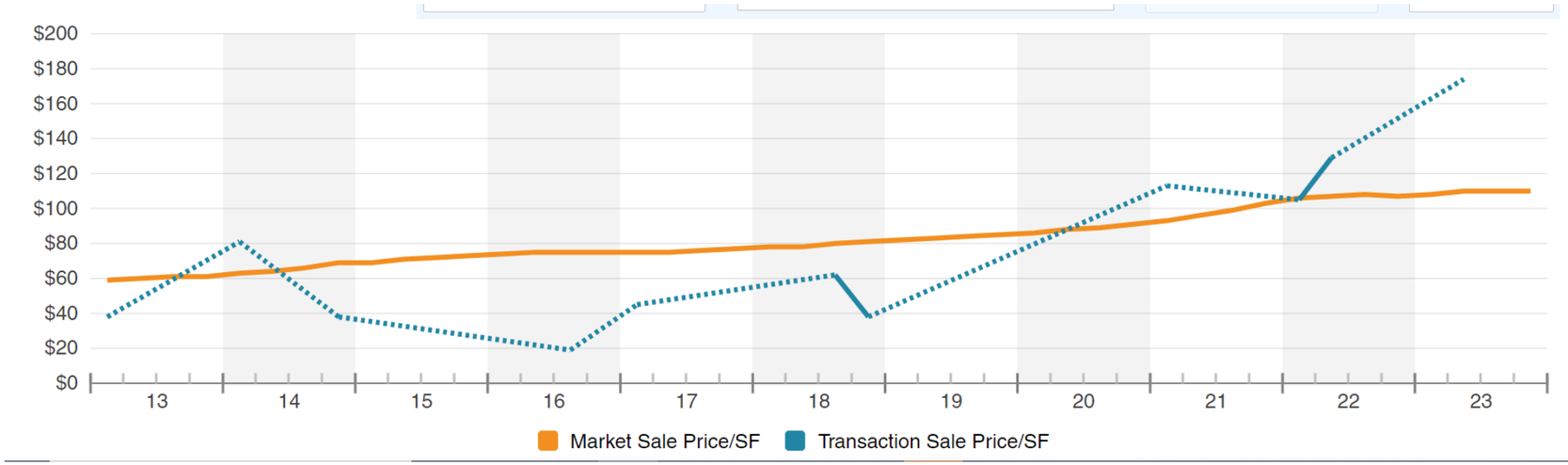




11 Mile Road

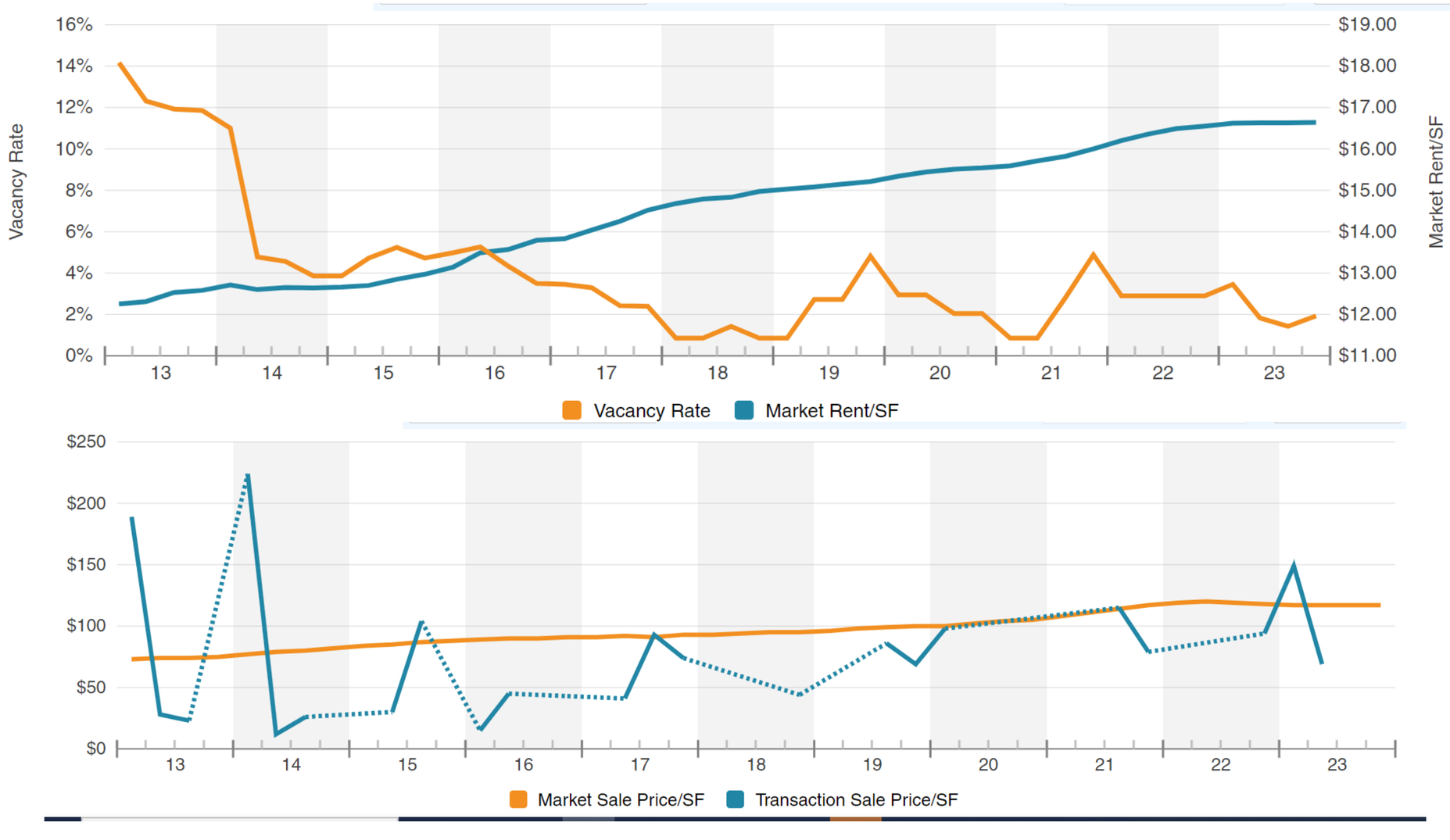
Vacancy Rates	2022	2023
	3.7%	0.6%
Market Rent per s.f.	**2022**	**2023**
	$13.01	$14.47
Market Sale Price s.f	**2022**	**2023**
	$106	$110





9 Mile Road

Vacancy Rates	2022	2023
	2.3%	1.4%
Market Rent per s.f.	**2022**	**2023**
	$16.42	$16.63
Market Sale Price s.f	**2022**	**2023**
	$123	$117



FY2023 Projects and Highlights

- Nine Mile resurfacing and Cycle Track modification
- Additional streetscape furniture and planter pots were purchased
- Multiple Events in the Water Tower Social District
- Design of Water Tower Social District Improvements
- Landscaping of Coolidge and Lincoln island
- Nine Mile Planning with multiple communities on the corridor
- Held quarterly business networking and educational events
- Approved 2 façade grants
- Changed Façade grant guidelines to allow murals as a qualified expense
- SEMCOG award for Nine Mile Redesign Project
- MDARD Grant for Peteets Cheesecake

FY2023 17 New Businesses

CLEAR PATH COMMUNICATIONS	21380 COOLIDGE
BEAUTIFLY HAIR INC.	22136 COOLIDGE
METRO BY T-MOBILE	22150 COOLIDGE
TANISHAS BEAUTY SUPPLY	26001 COOLIDGE
PI E SCI	8150 NINE MILE
QUALITY REPAIR AND TIRE CENTER	10200 NINE MILE
BEAU' TEES LAB, INC.	10616 NINE MILE
NAILS OF KEY	10620 NINE MILE
ART-RAGE-OUS TREATS	12716 NINE MILE
CHIK-N-TIME	13631 NINE MILE
TOP SMOKERS AND GIFTS	13645 W. NINE MILE
THE BEST DAMN SALAD	13710 NINE MILE
THE BODY STUDIO BODY BAR	8530 NINE MILE
HENRY FORD OPTIMEYES	13155 TEN MILE
LUXURY AUTO CARE	10200 NINE MILE
999 LENA NAILS	12710 NINE MILE
BODY LOUNGE LLC	8960 W NINE MILE

GARAN LUCOW MILLER P.C.
GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 Brewery Park Blvd, Ste 200
Detroit, Michigan 48207
313-446-1530
Tax I.D. 38-1879991

Invoice 616826

November 7, 2023

Erik Tungate
City of Oak Park
14000 Oak Park Blvd.
Oak Park, MI 48327

Re: City of Oak Park v Najah Aziz (re 21950 Eastwood)

Client 7406
Matter 47

Statement for City Attorney Legal Services

For Legal Services Rendered Through Tuesday, October 31, 2023

$ 805.00 Fee Total

Costs Advanced:

Date	Description	Amount
10/20/23	Electronic Filing Fee via MiFile - Aziz Complaint to Abate Nuisance	180.25
	Total Costs Advanced	**$ 180.25**

Total Fees and Disbursements: $ 985.25

Invoices for legal services are due upon receipt. To ensure proper application of your payment, Please indicate our invoice number and client/matter number on your remittance.

GARAN LUCOW MILLER P.C.
GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 Brewery Park Blvd, Ste 200
Detroit, Michigan 48207
313-446-1530
Tax I.D. 38-1879991

Invoice 616827

November 7, 2023

Erik Tungate
City of Oak Park
14000 Oak Park Blvd.
Oak Park, MI 48327

Re: City of Oak Park v Oak Park Investment Group & The Chaldean Catholic Church of the United States

Client 7406
Matter 48

Statement for City Attorney Legal Services

For Legal Services Rendered Through Tuesday, October 31, 2023

$1,242.50 Fee Total

Total Costs Advanced	**$ 0.00**

Total Fees and Disbursements: $1,242.50

Invoices for legal services are due upon receipt. To ensure proper application of your payment, Please indicate our invoice number and client/matter number on your remittance.

GARAN LUCOW MILLER P.C.
GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 Brewery Park Blvd, Ste 200
Detroit, Michigan 48207
313-446-1530
Tax I.D. 38-1879991

Invoice 616828

November 7, 2023

Erik Tungate
City of Oak Park
14000 Oak Park Blvd.
Oak Park, MI 48327

Re: In Re: City of Oak Park

Client 7406
Matter 1

Statement for City Attorney Legal Services

For Legal Services Rendered Through Tuesday, October 31, 2023

$14,583.33 Fee Total

Total Costs Advanced	**$ 0.00**

Total Fees and Disbursements: $14,583.33

Invoices for legal services are due upon receipt. To ensure proper application of your payment, Please indicate our invoice number and client/matter number on your remittance.

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: November 20, 2023 **AGENDA #**

SUBJECT: Report on bids for the 2023 Public Safety Fire Fighting Gear Project

DEPARTMENT: Public Safety

SUMMARY: At the September 18, 2023, regular meeting of the Oak Park City Council, the request to bid the 2023 Public Safety Fire Fighting Gear Project was approved (CM-08-269-23). The project was advertised and twenty-five (25) contractors viewed the documents. On October 31, 2023, three (3) bids were received and opened in the City Clerks Office. The lower bid, Macqueen Equipment of St Paul, Minnesota submitted a bid of $226,192.20. This bid would outfit fifty-two (52) Officers of the Public Safety Department with firefighting gear. Macqueen Equipment received excellent reviews and they have been in business since 1961.

Since this project was budgeted and went to bid for outfitting 52 Public Safety Officers with firefighting gear we have since added an additional five (5) Officers.

FINANCIAL STATEMENT: There is currently $240,000 budgeted in the Capital Improvement Plan for this project.

RECOMMENDED ACTION: It is recommended City Council award the bid for the Public Safety Fire Fighting Gear Project to Macqueen Equipment for the total amount of $226,192.20. The proposal that was submitted by Macqueen Equipment meets all of the bid stipulations. Funding is provided in Capital Improvement Plan Account # 101-17.345-970.000. I would also ask that Council allow for the remaining $13,807.80 of the $240,000 budgeted for the Public Safety Firefighting Gear be used towards the outfitting of the additional five (5) newly hired Officers.

APPROVALS:

ET

City Manager: _____

Department Director: _____

Finance Director: _____

City Attorney: ____N/A_____

Budgeted: [X]

EXHIBITS: Bid Tabulation

BID TABULATION

Project:

2023 Public Safety Fire Fighting Gear Project

Bid Opening:

18-Sep-23

		Macqueen Equipment 1125 7th St East St Paul, MN 55106 (586) 206-0067	**Conway Shield** 14100 West Cleveland New Berlin, WI 53151 (586) 899-9773	**Municipal Emergency** 12 Turnberry Ln Sandy Hook, CT 06482 (203) 304-4110
ITEM	**DESCRIPTION**	**TOTAL AMOUNT**	**TOTAL AMOUNT**	**TOTAL AMOUNT**
1	Firefighting protective pants	$78,000.00	$94,714.36	$76,306.36
2	Firefighting protective coat	$93,600.00	$91,975.00	$103,978.16
3	Firefighting boots	$29,744.00	$23,075.00	$26,395.72
4	Firefighting helmet	$20,532.20	$21,096.40	$23,441.60
5	Firefighting hood	$0.00	$6,175.00	$6,098.56
6	Firefighting gloves	$4,316.00	$4,940.00	$5,148.00
	Total	$226,192.20	$241,975.76	$241,368.40

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: November 20, 2023

SUBJECT: First Reading of General Code Ordinance Revisions Chapter 50

DEPARTMENT: Municipal Services

SUMMARY: The Municipal Services Department has been looking at some of their outdated ordinances in order to make improvements in the community. Over the past few years, we have seen a rise in residents taking shopping carts from local stores and then leaving them in yards and on public sidewalks. This has become a nuisance in the community and a drain on our resources. The current ordinance – Market Basket Cart Section 50-45 is outdated and in need of a complete re-write as it was last passed in 1973. We are asking the City Council to repeal the old ordinance and replace with a new Shopping Cart Ordinance. If approved the Municipal Services Department will meet with all businesses with shopping carts to make sure they understand the new ordinance and how to comply.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Approve the resolution reflecting the general code ordinance changes as recommended by the Municipal Services Department.

APPROVALS:

City Manager: _____ET_____

Department Director: _____KM_____

Director of Finance: _____SC_____

Budgeted: ☐

Legal: _____CK_____

EXHIBITS: Memo, Resolution

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

ORDINANCE NO. _____

AN ORDINANCE TO REPEAL AND REPLACE CHAPTER 50 OFFENSES AND MISCELLANEOUS PROVISIONS, ARTICLE II – OFFENSES AGAINST PROPERTY, SECTION 50-45 MARKET BASKET CART, OF THE CODE OF ORDINANCES, CITY OF OAK PARK.

THE CITY OF OAK PARK ORDAINS:

SECTION 1. Ordinance – Chapter 50, Article II , Section 50-45 of the Code of Ordinances of the City of Oak Park is hereby repealed and replaced as follows:

Section 50-45 Shopping Carts

(a). Definitions.

The following words and phrases, when used in this article, shall have the meanings respectively ascribed to them:

Cart shall mean any rolling or non-rolling basket or container commonly used in so-called supermarkets or self-service stores.

Property shall mean and include any cart.

Store shall mean and include any individual store, chain-store and/or supermarket.

(b). Identification tag required.

It shall be unlawful for any person to provide carts for patrons' use on the store premises, unless the carts bear a weather resistant permanent tag, denoting the name of the owner.

(c). Authority required to take from premises.

It shall be unlawful for any person to take or use without authority any cart from the premises of any store, with or without intent to steal. Violators may be issued a civil infraction ticket in accordance to city policy.

(d). Abandonment in public/private places prohibited.

It shall be unlawful for any person to abandon or suffer to be abandoned any cart, from any store or supermarket, on any street, highway, alley, boulevard or other

public or private place within the city. Violators may be issued a civil infraction ticket in accordance to city policy.

(e). Duty of store owner upon removal from store premises.

It shall be unlawful for any store to permit any person to remove a cart from the store premises except where the store causes carts to be picked up and retrieved within one hour of closing on the day when removed. If a cart shall be found in a public place, it will be presumed that the store owning the cart has violated the terms of this section.

(f). Impoundment of abandoned carts; disposal if unclaimed.

City personnel shall collect abandoned and displaced shopping carts throughout the month. Shopping carts will be stored at the Department of Public Works (DPW) yard for a period of 30 days. An invoice will be generated and sent to each owner (store) for the amount established by the annual fee schedule per cart plus a 15% administrative fee. Pickup of carts and invoices must be paid by 3:00 pm, the last Thursday of each month, otherwise the carts will be disposed of. Payments must be made at the Municipal Services Department, 14300 Oak Park Blvd. A receipt of payment will be provided with instructions to pick up the carts at the DPW yard, 10600 Capital. City personnel will be notified by Municipal Services Department staff to meet at the DPW yard and release the carts.

At the end of every month DPW staff will dispose of any remaining carts into the recycling dumpster. All owners that fail to retrieve their carts or pay their invoice will be issued a Civil Infraction Citation.

(g). Posting of article on premises.

Any store using shopping carts shall post a copy of this article upon the premises in a place where the same can be readily seen by the public.

SECTION 2. Savings Clause - All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

SECTION 3. Severability - No other portion, paragraph or phrase of the Code of ordinances of the City of Oak Park shall be affected by this Ordinance, except as to the above sections, and in the event that any portion, section or subsection of this Ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this Ordinance or the Code of Ordinances, City of Oak Park.

SECTION 4.**Effective Date** - This Ordinance shall become effective thirty (30) days from the date of its passage and shall be published as required by the Charter of the City of Oak Park.

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park on this day of_____ , 2023.

_____
T. Edwin Norris, City Clerk

I, T. Edwin Norris, the duly authorized Clerk of the City of Oak Park, Michigan, do hereby certify that the foregoing ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on _____ , 2023.

_____
T. Edwin Norris
City Clerk

First Reading:
Second Reading:
Adopted:
Published:

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: November 20, 2023

SUBJECT: First Reading of General Code Ordinance Revisions Chapter 18

DEPARTMENT: Municipal Services

SUMMARY: In an effort to identify and have contact information for vacant properties we are proposing adding a new section to our current Building Code Ordinances. This new ordinance will give us a tool to enforce vacant and sometimes blighted buildings in our community. The ordinance will require owners of vacant properties to register with the City. This will allow us an opportunity to do exterior inspections, identify vacant buildings and have contact information of the owner to reach if there are any code or building issues on the property to be addressed.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Approve the resolution reflecting the general code ordinance changes as recommended by the Municipal Services Department.

APPROVALS:

City Manager: _____ET_____

Department Director: _____KM_____

Director of Finance: _____SC_____

Budgeted: ☐

Legal: _____CK_____

EXHIBITS: Memo, Resolution

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

ORDINANCE NO. _____

AN ORDINANCE TO ADD ARTICLE X – VACANT BUILDING REGISTRATION, SECTION 18-401 - OF CHAPTER 18, BUILDINGS AND BUILDING REGULATIONS, OF THE CODE OF ORDINANCES, CITY OF OAK PARK.

THE CITY OF OAK PARK ORDAINS:

SECTION 1. Ordinance - Chapter 18, addition of Article X- Vacant Building Registration of the Code of Ordinances of the City of Oak Park is hereby amended to add Article X to read as follows:

Article X – Vacant Building Registration

Section 18-401. - Purpose.

The purpose of this chapter is to help protect the health, safety and welfare of the citizens by preventing blight, protecting property values and neighborhood integrity, avoiding the creation and maintenance of nuisances and ensuring safe and sanitary maintenance of dwellings, commercial and industrial buildings. Further, it is important for the city to be able to contact owners of vacant properties for property maintenance, fire safety and police purposes.

Section 18-402. - Definitions.

For purposes of this chapter, certain words and phrases are defined as follows:

(a) Building means a structure with a roof supported by columns or walls to serve as a shelter or enclosure.

(b) City means the city of Oak Park, Michigan, a municipal corporation.

(c) Director means the Director of the Municipal Services Department, or his/her designee.

(d) Evidence of vacancy means any condition that on its own or combined with other conditions present would lead a reasonable person to believe the property is vacant. Such conditions include, but are not limited to, a partially completed structure that is not fit for human occupancy, overgrown and/or dead vegetation, accumulation of newspapers, circulars, flyers and/or mail, past due utility notices and/or disconnected utilities, accumulation of trash, junk, and/or debris, broken or boarded up windows,

abandoned vehicles, auto parts or materials, the absence of window coverings, such as curtains, blinds, and/or shutters, the absence of furnishings and/or personal items consistent with habitation or occupation, current owner's interest in the property has been foreclosed, statements by neighbors, passersby, delivery agents or governmental employees that the property is vacant.

(e) Foreclosure or foreclosed means the process by which a mortgage is enforced against a parcel of real property through sale or offering for sale to satisfy the debt of the borrower, or the process by which the property is foreclosed by the Oakland County Treasurer pursuant to the Michigan General Tax Act for delinquent property taxes.

(f) Mortgage means a recorded lien or interest in real property to secure payment of a loan.

(g) Mortgagee means a person, firm, or corporation holding a mortgage on a property

(h) Mortgagor means a borrower under a mortgage, who grants a lien or interest in property to a mortgagee as security for the payment of a debt.

(i) Owner means an individual, co-partnership, association, corporation, company, fiduciary, or other person or legal entity having a legal or equitable title or any interest in any real property and any mortgagee that has initiated, is in the process of, or has completed foreclosure proceedings, filed a complaint for foreclosure by judicial action or is publishing a notice of foreclosure by advertisement.

(j) Structure means anything constructed or erected the use of which requires location on or attachment to the ground and includes buildings.

(k) Vacant , or vacant property means an improved lot or parcel of real property with at least one (1) building or structure that: 1) is not currently occupied if a residential structure, or not currently being used for commercial operations if a commercial structure; or 2) shows evidence of vacancy and the owner fails to provide satisfactory evidence to the city substantiating that the building or structure is occupied if a residential structure, or is being used for commercial operations if a commercial structure, after notice thereby by the city, within a period of ten (10)

days after the date of the notice. The failure of the owner to timely provide evidence to the city as set forth herein substantiating that the property is occupied if a residential structure or is being used for commercial operations if a commercial structure shall be and constitute prima facie proof that the property is a vacant property. Provided, however, a building or structure which remains furnished, utilities connected or in use, and the property maintained while the owner is absent, shall not be considered vacant. Also, vacant property shall not include any property, building, or structure owned by the city of Oak Park.

Section 18-403 - Registration of vacant property.

(a) An owner of a vacant property in the city shall be responsible for registering that property with the Municipal Services Department by complying with the registration and inspection fee requirements in this chapter within the times set forth in this chapter.

(b) A vacant property shall be registered within sixty (60) days of the vacancy or within thirty (30) days of the date of the city's notice deeming the property vacant pursuant to section 102 (k) hereof where the owner has not timely submitted satisfactory evidence to the city substantiating that the property is occupied if a residential structure or is being used for commercial operations if a commercial structure.

(c) Exceptions.

(1) Unoccupied properties owned by governmental subdivisions/agencies need not be registered in accordance with this chapter.

(2) An owner of a vacant property shall be exempt from registration under this section for the first 12 months following the owner’s purchase of the property so long as the owner is actively working to rehabilitate the property for use and occupancy. Such rehabilitation shall be evidenced by the owner or controller obtaining the necessary permits for structural, electrical, mechanical or similar work. It shall be the responsibility of the owner to provide evidence supporting the right to this exemption to the Director.

Section 18-404 - Registration affidavit.

Owners who are required to register their properties pursuant to this chapter shall do so by submitting a copy of a driver's license and an affidavit containing the information specified in this section. The affidavit may be provided by an authorized agent for an owner. The affidavit shall include the following:

(a) The name of the owner(s) of the property;

(b) A mailing address where mail may be sent that will be acknowledged as received by the owner. If certified/return receipt requested is sent to the address provided by the owner pursuant hereto and the mail is returned marked "refused" or "unclaimed" or if ordinary mail sent to the address is returned for whatever reason, then such occurrence shall be prima facie proof that the owner has failed to properly comply with this section.

(c) The name of an individual or legal entity responsible for the care and control of the property. Such individual may be the owner, if the owner is an individual, or may be

someone other than the owner provided that the owner has contracted with such person or entity to act as his agent for purpose of this chapter.

(d) A current address, telephone number and email address where communications may be sent that will be acknowledged as received by the individual responsible for the care and control of the property. If certified/return receipt requested mail is sent to the address provided pursuant to this section and the mail is returned marked "refused" or "unclaimed", or if ordinary mail sent to the address provided pursuant to this section is returned for whatever reason, then such occurrence shall be prima facie proof that the owner has failed to properly comply with the requirements of this section.

(e) An explanation as to the reason for the vacancy of the property.

Once a vacant property has been properly registered by the owner, such registration shall be valid and effective for a period not to exceed three hundred sixty-five (365) days, and shall be renewed annually thereafter until the property has become occupied and a certificate of compliance has been issued pursuant to section 109.

Section 18-405. – **Registration and Fees.**

All fees applicable to this chapter shall be set from time to time by resolution of the Oak Park city council (fee schedule), which fees shall include a registration fee, an inspection fee, a re-inspection fee, and such other related fees established by resolution of the city council. There shall also be a fee for the filing of a new owner's affidavit. For properties that are not registered within the required time, an additional fee for the added cost of the city's expenses in having to determine ownership, which may include, but is not limited to, title searches, shall be assessed and immediately payable. The payment of all fees required under this chapter is secured by a lien against the property and if not paid within thirty (30) days after the bill for such fee(s) is rendered, such fee(s) shall be collected as an Special Assessment District.

Section 18-406. **- Requirement to keep information current.**

If at any time the information contained in the registration affidavit required pursuant to section 104 of this chapter is no longer valid, the owner has ten (10) days to file a new affidavit containing valid, current information. There shall be no fee to update an existing registered owner's current information.

Section 18-407. - Inspections.

(a) Vacant or unoccupied buildings or structures, including the surrounding real property, required to be registered in accordance with this chapter shall be subject to an initial exterior inspection by the director, or his/her designee, upon registration. The owner shall pay the inspection fees pursuant to section 105 hereunder. Following the initial inspection, in order to ensure that vacant buildings and structures are safe,

secured, and well-maintained, all vacant or unoccupied buildings or structures, including the surrounding real property, shall be subject to additional exterior inspections by the director, or his/her designee on one or more of the following bases:

(1) By area, such as an entire block, neighborhood or historic district, such that all vacant or abandoned properties in a predetermined geographical area will be inspected simultaneously, or within a short period of time.

(2) By complaint, such that complaints of property maintenance violations or violations of the requirements of this article shall be inspected within a reasonable time.

(3) By recurrent violations, such that any property which is found to have a high incidence of recurrent or uncorrected violations may be inspected more frequently.

(4) Whenever reasonable cause exists to believe that there is a violation of the property maintenance code or this article on any vacant or abandoned property or other conditions which makes the structure or premises unsafe, dangerous, or hazardous.

(5) For the purpose of re-inspection to ensure the correction of any violations in existence of a previous inspection.

. Any violations of the city code or this chapter which are detected upon any of the inspections by the director, or his/her designee, shall be fully repaired and remedied within thirty (30) days of notice to the owner, or such additional time as permitted by the director.

(b) Any mortgagee who holds a mortgage on a property located within the city, shall perform an inspection, to the extent permitted by law or under the mortgage, of the property that is the security for the mortgage, upon default by the mortgagor, within thirty (30) days after either the filing of a complaint for foreclosure (if foreclosure is by judicial action) or publishing a notice of foreclosure (if foreclosure is by advertisement). Upon such inspection by the mortgagee, if the property is found to be vacant or shows evidence of vacancy, it is, by this chapter, deemed vacant and the mortgagee shall register the property in accordance with this chapter and be subject to all provisions of this chapter.

Section 18-408. - Maintenance and security requirements.

An owner of a vacant property shall comply with all of the following maintenance and security requirements:

(a) Property shall be kept free from weeds, grass more than eight (8) inches high, dry brush, dead vegetation, trash, junk, debris, building materials, any accumulation of newspapers, circulars, flyers, notices, except those required by federal, state, or local

law, discarded items, including, but not limited to, furniture, clothing, large and small appliances, printed material, signage, containers, equipment, construction materials or any other items that give the appearance that the property is abandoned.

(b) Property shall be maintained free of graffiti, tagging, or similar markings.

(c) All visible front and side yards shall be landscaped and properly maintained. Landscaping includes, but is not limited to, grass, ground covers, bushes, trees, shrubs, hedges, or similar plantings. Maintenance includes, but is not limited to, cutting, pruning, and mowing of required landscaping and removal of all trimmings.

(d) Pools, spas, and other water features shall be covered with an industry approved safety cover and shall also comply with the minimum security fencing and barrier requirements of applicable building and existing structures/property maintenance codes and ordinances.

(e) Property shall be maintained in a secure manner so as not to be accessible to unauthorized persons. Secure manner includes, but is not limited to, the closure and locking of windows, doors, gates and any other opening of such size that may allow a child or other person to access the interior of the property and/or structures. Broken windows must be repaired or replaced with like glazing materials within fourteen (14) days, except as otherwise provided in the existing structures code. Boarding up of open or broken windows is prohibited except as a temporary measure not to exceed fourteen (14) days or as authorized by the director.

(f) Electrical power and natural gas shall be provided to all vacant or unoccupied building(s) or structure(s) to power all mechanical equipment to maintain a minimum ambient interior temperature of not less than forty-five (45) degrees F during the months of September through April of each calendar year and to power a sump pump. All vacant or unoccupied residential

buildings or structures shall have the water shut off at the street and shall have the building properly winterized so as to prevent the bursting of water pipes, unless the building or structure is served by a heating system which requires the use of water.

(g) Property shall be maintained in compliance with all other applicable code requirements.

Section 18-409. - Re-occupancy or Sale.

A vacant property and any building or structure situated thereon shall not be occupied or sold until a certificate of compliance has been issued by the city. All mechanical, electrical, plumbing, and structural systems shall be certified by a licensed contractor or a licensed engineer as being in good operation and repair, if specifically requested by the director. In addition, a certificate of compliance shall not be issued until all outstanding costs, assessments, and/or liens owed to the city have been paid in full.

Section 18-410. - Violation and penalty.

(a) Violations of this article are municipal civil infractions, subjecting persons found responsible for violations to the fines, sanctions, remedies, and procedures as set forth in chapter 15, section 1.700 et. seq. of this Code. Each day that a violation exists after expiration of any time period set forth herein shall constitute a separate offense. Institution of civil infraction proceedings shall not restrict the City from pursuing further remedies.

SECTION 2. Savings Clause - All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

SECTION 3. Severability - No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park shall be affected by this Ordinance, except as to the above sections, and in the event that any portion, section or subsection of this Ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this Ordinance or the Code of Ordinances, City of Oak Park.

SECTION 4. **Effective Date** - This Ordinance shall become effective thirty (30) days from the date of its passage and shall be published as required by the Charter of the City of Oak Park.

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park on this day of_____ , 2023.

_____
T. Edwin Norris, City Clerk

I, T. Edwin Norris, the duly authorized Clerk of the City of Oak Park, Michigan, do hereby certify that the foregoing ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on _____ , 2023.

_____
T. Edwin Norris
City Clerk

First Reading:
Second Reading:
Adopted:
Published:

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 2024 VETERANS TREATMENT COURT GRANT PROGRAM

At a Regular Meeting of the City Council of the City of Oak Park, Oakland County, Michigan, 14000 Oak Park Boulevard on the 20th day of November, 2023, at 7:00 p.m.

The following preamble and resolution were offered by _____ and seconded by _____.

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 2024: and

WHEREAS, the contract for the Grant Program commences on 10/1/2023 and terminates on 9/30/2024;

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 2024 Contract (#32477) and authorizes the City Manager to sign the contract on behalf of the 45th District Court and the City of Oak Park.

YEAS:
NAYS:
ABSENT:

RESOLUTION DECLARED ADOPTED

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City of Oak Park, County of Oakland, State of Michigan, at a regular meeting held on Monday, November 20, 2023 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act No. 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

_____
T. Edwin Norris
City Clerk

Dated: November 20, 2023

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 2024 MENTAL HEALTH COURT GRANT PROGRAM

At a Regular Meeting of the City Council of the City of Oak Park, Oakland County, Michigan, 14000 Oak Park Boulevard on the 20th day of November 2023, at 7:00 p.m.

The following preamble and resolution were offered by _____and seconded by _____.

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 $111,050 for fiscal year 2024: and

WHEREAS, the contract for the Grant Program commences on 10/1/2023 and terminates on 9/30/2024;

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 2024 Contract (#U20023) and authorizes the City Manager to sign the contract on behalf of the 45th District Court and the City of Oak Park.

YEAS:
NAYS:
ABSENT:

RESOLUTION DECLARED ADOPTED

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City of Oak Park, County of Oakland, State of Michigan, at a regular meeting held on Monday, November 20, 2023 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act No. 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

_____
T. Edwin Norris
City Clerk

Dated: November 20, 2023

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: November 20, 2023

SUBJECT: Request for Shelter Rental Fee Waiver

DEPARTMENT: Recreation / City Manager's Office

SUMMARY: The City Manager's office has received a request to waive the rental fee of Shelter One on Sunday, September 1, 2024. The request, which was received from former Mayor Jerry Naftaly, is for former professional baseball player, Willie Horton. Mr. Naftaly's request referenced Mr. Horton's past community contributions to the City of Oak Park during his tenure as Mayor, Mr. Horton's ties to the community including a number of family, friends and supporters in the City, and the fact that Mr. Horton has been provided the shelter rental and fee waiver for 27 years.

Mr. Horton has requested this shelter rental and fee waiver in recent years. In an attempt to honor an agreement, presumably made by a previous administration, while also considering Mr. Horton's noted history of giving back to the community, the City attempted to satisfy our fee requirements by building in an activity for our youth camps, provided by Mr. Horton to offset the fee. While Mr. Horton gave a verbal agreement in the past to provide an activity for our youth, he has not followed through on that agreement in recent years. Mr. Horton has agreed to a similar arrangement this year.

FINANCIAL STATEMENT: The fee waiver is in the amount of $374

RECOMMENDED ACTION:

APPROVALS:

City Manager: ET

Department Director: ***CV***

Director of Finance: _____

Budgeted: ☐