

Oak Park City Council Agenda

November 6, 2023





AGENDA
REGULAR CITY COUNCIL MEETING
39th CITY COUNCIL
OAK PARK, MICHIGAN
November 6, 2023
7:00 PM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

The following routine items are presented for City Council approval without discussion, as a single agenda item. Should any Council Member wish to discuss or disapprove any item it must be dropped from the blanket motion of approval and considered as a separate item.

- A. Regular City Council Meeting Minutes for October 16, 2023
- B. Parks and Recreation Commission Meeting Minutes for May 17, 2023, June 21, 2023, July 19, 2023 and August 16, 2023
- C. Recycling and Environmental Conservation Commission Meeting Minutes for July 20, 2023, August 17, 2023, and September 21, 2023
- D. Request to approve payment of invoices from MDOT for constructions projects in the total amount of \$152,781.80
- E. Request to advertise for bids for the 2024 Sewer Lining Project, M-763
- 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
- G. Payment Application No. 2 for the 2023-24 Miscellaneous Concrete Project to Mattioli Cement Company of Fenton, Michigan for \$235,685.43
- 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
- I. Licenses New and Renewals submitted for November 6, 2023

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS:

- A. Retirement Recognition for Public Safety Officer Bernard Anderson
- B. Proclamation honoring Yisrael Paliti

8. PUBLIC HEARINGS:

- A. Public Hearing to receive public comment on the allocation of the 2024 Community Development Block Grant Funds in the amount of \$123,732
- B. Resolution approving the recommended allocations of the 2024 Community Development Block Grant Funds and authorizing the mayor to sign the application and subrecipient agreement on behalf of the city

9. COMMUNICATIONS: None

10. SPECIAL LICENSES: None

- 11. **ACCOUNTING REPORTS:** None
- 12. **BIDS:** None
- 13. **ORDINANCES:** None
- 14. **CITY ATTORNEY:**
- 15. **CITY MANAGER:**

Storm Water Review Board

- A. Request by Coolidge Park Ltd. for waiver of storm water penalties for property at 23200 Coolidge, Parcel #25-29-354-001

Finance/Assessing

- B. Request to receive and approve exception recommendations regarding Special Assessment Districts

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
October 16, 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, City Clerk Norris, City Attorney Duff

APPROVAL OF AGENDA:

**CM-10-339-23 (AGENDA ITEM #4) ADOPTION OF THE AGENDA AS PRESENTED
– APPROVED**

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

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-10-340-23 (AGENDA ITEM #5A-D) 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 2, 2023 **(Removed from the Consent Agenda by Mayor Pro Tem Edgar)**
- B. Request to schedule a public hearing for November 6, 2023 to receive public comment on the allocation of the 2024 Community Development Block Grant Funds **CM-10-341-23**
- C. Request to approve payment application No. 1 for the 2023-24 Miscellaneous Concrete Project to Mattioli Cement Company, of Fenton, Michigan, for the total amount of \$199,677.48 **CM-10-342-23**
- D. Licenses new and renewals submitted for October 16, 2023 **CM-10-343-23**

**MERCHANT'S LICENSES – October 16, 2023
(Subject to All Departmental Approvals)**

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
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

<u>RENEWALS (2023/2024)</u>	<u>ADDRESS</u>	<u>FEE</u>	
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

**CM-10-344-23 (AGENDA ITEM #5A) Regular City Council Meeting Minutes for
October 2, 2023 (Removed from the Consent Agenda by Mayor Pro Tem
Edgar)**

Motion by Edgar, seconded by Radner, CARRIED UNANIMOUSLY, to approve the October 2, 2023 Council Minutes by adding the following statement from Mayor Pro Tem Edgar that was omitted:

Mayor McClellan also read the following statement from Mayor Pro Tem Edgar who was not present:

“My understanding is that this tax abatement will not amount to many thousands of dollars and that it will enable Bollinger to begin work on building out its property on 11 Mile Road. Nonetheless, I am opposed on principle to giving tax breaks to corporations. In a free market economy, corporations such as Bollinger will either sink or swim depending on whether the public buys its product. I want to see the company succeed here in Oak Park, but the city will lose out on important tax revenues if we subsidize Bollinger's growth. We can't very well go to residents for a tax increase in November while we grant a tax break to a for-profit entity.”

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #7A) Proclamation declaring October as Michigan Library Appreciation Month.

Mayor McClellan presented a proclamation declaring October as Michigan Library Appreciation Month in oak Park to Library Director Schaaf.

(AGENDA ITEM #7B) Strategic Plan – Quarterly Report.

Deputy City Manager VanVleck presented the 3rd quarter strategic plan report.

PUBLIC HEARINGS: None

SPECIAL LICENSES: None

ACCOUNTING REPORTS:

**CM-10-345-23 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF INVOICES
SUBMITTED BY GARAN, LUCOW, MILLER, P.C. FOR LEGAL
SERVICES IN THE TOTAL AMOUNT OF \$14,587.83 - APPROVED**

Motion by Whitehead, seconded by Burns, CARRIED UNANIMOUSLY, to approve payment of invoice #615584 by Garan, Lucow, Miller P.C., for legal services rendered through September 30, 2023 in the total amount of \$14,587.83.

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

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES: None

CITY ATTORNEY: No Report

CITY MANAGER:

City Clerk

**CM-10-346-23 (AGENDA ITEM #15A) REQUEST TO APPROVE A LICENSE
AGREEMENT WITH OAKLAND COUNTY BOARD OF COUNTY
ELECTION COMMISSIONERS FOR THE USE OF THE OAK PARK
COMMUNITY CENTER FOR EARLY VOTING SITE 1 AND TO
AUTHORIZE THE CITY MANAGER TO SIGN THE AGREEMENT
ON BEHALF OF THE CITY - APPROVED**

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve a license agreement with Oakland County Board of County Election Commissioners for the use of the

Oak Park Community Center for Early Voting Site 1 and to authorize the City Manager to sign the agreement on behalf of the city.

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

MOTION DECLARED ADOPTED

CALL TO THE AUDIENCE:

Ken Sherman, 23840 Jerome, discussed the ballot proposals and tax abatement issue.

Gwendlyn Waters, 10131 Burton, spoke against Proposal 23-1 that is on the November ballot.

Pea Gee Gerald, invited everyone to participate in a Domestic Violence Community Forum to be held at the Southfield Pavilion, 26000 Evergreen Rd., Southfield on November 8, 2023 at 5:30 p.m.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:47 p.m.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



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: May 17, 2023

- I. Meeting called to order by at: 7:06p.m. By: Juanita Bell
- II. Introductions:
Members Present: Juanita Bell, Theresa Lorick – Henderson, Dwight Thomas, Alexander Simpson, Beverly Wiggins, Ajai Tice, Mickey Alderman, Andrew Cissell

Members Excused:

Members Absent: Carian Warren

City Council Members Present: Mayor Pro Tem, Julie Edgar

Staff Members Present: Laurie Stasiak, Recreation Director

Guests Present: None

- III. Approval of Agenda for May 17, 2023

Motion: Beverly Wiggins Seconded: Dwight Thomas Approved: X

- IV. Approval of Minutes of Parks and Recreation Commission Meeting of April 19, 2023.

Motioned by: Alexander Simpson

Seconded by: Dwight Thomas

Corrections (if any) None

Approved: X

V. Council Comments: Julie Edgar

1. The City budget was approved Monday night and we are in good shape.
2. We also approved the name of the dog park Oak Park & Bark

VI. Recreation Updates:**Mother Son Dance**

The Mother Son Dance was held on Sunday May 7 from 4pm-6pm. 109 people were in attendance for the evening. Pictures, dinner, dancing and of course dessert and a rose for Mom concluded the evening. Thank you to Beverly Wiggins for being the “Beverage Queen” for the evening. Your assistance is appreciated.

Summer Blast 2023

This is the signature Summer Kick Off Event for Oak Park

Dates are: June 16: 3pm-11pm ● June 17: 12pm – 11pm ● June 18: 12pm – 6pm

In order to plan for a safe and secure mini pub environment, there are several **volunteer** positions that need to be filled:

- shifts at the beverage tix tent
- mini pub entrance greeters (to keep beer from leaving the area)

****See attached excel sheet for days , times and jobs.**

Please let Laurie know of your availability.

Skerbeck Amusements will be bringing more rides and concession this year. They will be utilizing three quarters of the parking lot area by the community center building.

Senior Picnic Lunch

June 23 will be the first of 4 senior picnic/concert lunches held under Shelter 1

Time : 12 noon – 3pm

Cost : \$6.00 /person.

Lunch needs to be ordered in advance. Music provided by The Motor City Three

4th of July

We are steadily getting ready for the 4th of July celebration. The parade registrations are very slow in coming back to the office. Phone calls and emails are done every 2 weeks as of now.

Volunteers will be needed for:

- along the parade route to keep us informed as to the progress and location of key participants.
- the parking lot located by shelter 1 to admit only those on the registration spreadsheet.
- distribute information from the Oak Park Recreation tent at the Funfest.
- pass out refreshments after the Mayors 5 K Fun Run/Walk

Please let Laurie know if you are able to volunteer at any of these areas.

Farmers Market

The Oak Park Farmers Market is just around the corner. Opening day is July 5, and we will be located in the Oak Park High School parking lot on the Coolidge Hwy side. Hours remain the same : 9am – 2pm. The last date is Sept. 27.

We are looking for volunteers to be at the market 2.5 hours either from 9:30 am – 12 noon, or 12 noon to 2:00pm to coach and model “how” to correctly take one's blood pressure. These monitors are being supplied by Humana and the B/P training is provided by the American Heart Association. Volunteers will be asked to work at the market 4-6 times throughout the 13 week season. This program is being built into the Power of Produce program. Upon completion of the 7 week program, those that have registered and taken their B/P at the market and Kiosk at the Community Center will be given a digital B/P device that is theirs to keep.

This is a wonderful way to meet your community, while providing access to ways to monitor one's own blood pressure to maintain a healthier lifestyle.

Please call Maralee if you have time for this very important health feature for our community.

Summer Entertainment Series

Right on the heels of the 4th of July and the Farmers Market comes the Summer Entertainment Series. The series starts with an outdoor movie Thursday July 6, followed by 4 concerts and ending with an outdoor movie on August 10.

Location: Shelter 1, David Shepherd Park

Times:*** July 6: 6:00pm – 9:30 pm special date

All others start at 7 pm – 8:30pm

The Recreation Dept. is hiring for the summer (seasonal jobs) Lifeguard, Pool Manager, Camp Director, Mobil Rec. helpers, Park Rangers, Office Assistants, Camp Counselors. Laurie has been interviewing applicants for all positions since April.

Recreation Millage Ballot Proposals (2) – **not approved yet by City Council**. (1) Levy 2.4033 mills for a period of 10 years, funding capital improvements for facilities, parks, amenities, and general operating costs for the Recreation. Ballot proposal (2) - Levy 4 mills for a period not to exceed 25 years, paying for a new Community Recreation Center and other identified costs related to that new facility.

VII. Old Business – Commission

a. Dog Park -Dog Park Committee Meeting 5/10/23

Present: Laurie Stasiak, Sarah Allan, Dave DeCoster, Leslye Harelik-Richie, Andrew Cissell, Julie Edgar, Dana Jaffe, Toni Christofel, Theresa Henderson

Meeting called to order at 6:31 pm

Construction updates: Benches have been delivered. Concrete around water feature has been poured. Dave has a meeting with DTE this week, expected 3-4 weeks for their work to be done. Tree removal has been scheduled. It will still be few weeks before the water feature is installed.

Mark gave an update on the neighbor with large boulders on his property. He would be willing to give the city 8 of them, but the issue would be moving them.

Mural Update: artist will start on Tuesday, May 16. Should take about 7-9 days to complete.

Naming of the Dog Park update: Parks and Rec Commission approved the name Oak Park and Bark. This will be presented to City Council on Monday, May 15 for approval.

Dog Park Events: Palmer Park is also building a dog park and had an event to raise interest. Laurie attended and reported that they had a number of vendors, trainers, local businesses there with handouts and promotional materials. Workshops were scheduled for every half hour on various topics. There was good turnout while Laurie was there.

Committee discussed ideas for kickoff event and vendors to consider:

- Pet supplies plus, Primer Pet, Canine to Five, Doggie in The Window, K9 Turbo Training, Zoom Room, various rescue groups, Leader Dogs, Jack and Jill dog training.

Members volunteered to reach out to businesses and see if they have interest:

Sarah – Detroit Dog Rescue, Zoom Room

Mark – Animal Welfare Society

Julie – Michigan Animal Rescue, Pet Supplies Plus, Dog and Pony Show

Theresa – has a contact that makes dog treats.

Dana – Greenfield Animal Hospital, Nutritionist that works at Primer Pet

Leslye – Groomer that she has used for 40 years.

Committee discussed putting together a formal letter to share with potential vendors and once we have a date that the park will be open, we can contact vendors.

b. Juneteenth update - June 18, 2023, 9 am -6pm at the tennis courts celebrations start at 4pm. The walk starts at 9a.m.

c. Friends of Oak Park - we want to start one soon.

VIII New Business – Commission

a. None

IX Announcements

Dwight will be getting knee replacement he will not be at our next meeting which is June 21, 2023

X Meeting adjourned at 8 pm

Motioned by: Andrew Cissell Seconded by: Beverly Wiggins

Motion: passed

Respectfully submitted.

Recording Secretary: Theresa Lorick-Henderson



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: June 21, 2023

I. Meeting called to order by at: 7:06p.m. By: Juanita Bell

II. Introductions:

Members Present: Juanita Bell, Theresa Lorick – Henderson, Carian Warren, Dwight Thomas, Alexander Simpson, Beverly Wiggins, Ajai Tice, Mickey Alderman, Andrew Cissell

Members Excused:

Members Absent: Alexander Simpson, and Dwight Thomas

City Council Members Present: Mayor Pro Tem, Julie Edgar

Staff Members Present: Laurie Stasiak, Recreation Director

Guests Present: None

III. Approval of Agenda for **June 21, 2023**

Motion: Andrew Cissel

Seconded: Theresa Lorick - Henderson

Approved: all

IV. Approval of Minutes of Parks and Recreation Commission Meeting of **May 17, 2023.**

Motioned by: Theresa Lorick-Henderson

Approved: All

Seconded by: Mickey Alderman

Corrections (if any) None

Passed

Not passed

V. Council Comments

1. Re zoned-15110 West ten mile so it can become a pre-school.

2. Oak Park has a deer problem, and many people are complaining about the deer eating their flowers, the city is unsure about what to do going forward if anything.

3. Council approved a SPARK Grant through the DNR to support the Event Hub/Farmers Market, memorial garden, and trails for \$1,000,000.

VI. Recreation Updates:

Summer Blast 2023

Summer Blast weekend 2023 was very successful in many ways. We had an additional 4 rides brought in, to everyone's delight. Our Public Safety crew were amazing as always, and the carnival was a friendly environment. Special thanks to Juanita Bell who volunteered throughout the three-day event in the mini pub. It was greatly appreciated.

The recreation staff pulled together as a great team as well, putting in extra hours on a long weekend event.

The Skerbeck Family Carnival was professional, courteous, and attentive at all times. Our percentage of the carnival admission was \$17,872.19.

Senior Picnic Lunch:

SOLD OUT

Date: Friday June 23

Time: 12 pm – 2pm

We have 65 seniors signed up for our first summer picnic lunch. Topp Dogg providing the menu

Live concert from the Motor City Three from 1pm-2pm

4th of July 2023

Parade participants are still being contacted. Oakland County inflatables set for Fun Fest. Band set for the 1pm -3pm Denise Davis and the Motor City Sensations perform 1-3pm.

The food court will have 3 + food vendors, awaiting confirmation from Jerusalem Pizza regarding their participation.

Volunteers needed for:

- Parking lot entrance at Shelter One (9 am – 11am)
- Parade starts at 9 Mile and McClain (10 am – 11:00 am)
- Oak Park Rec Tent for information purpose (11am – 1pm)

- Oak Park Rec Tent for information purpose (1pm – 3pm)

Oak Park Farmers Market

The Oak Park Farmers Market will open on July 5 at 9am -2pm.and will continue every Wednesday through Sept. 27.

Volunteers would be welcome on July 26 and august 23 for our special market days.

Summer Entertainment Series 2023

The Summer Entertainment Series starts off on Thursday July 6th at 6:30 pm – 9:00pm with an outdoor movie.

Concerts July 13, 20, 27 and August 3.

Last night of series is August 10 with an outdoor movie.

VII. Old Business – Commission**Dog Park - Update**

Construction Update, the hold up to open the park are the fobs. The company that is supposed to install them is not answering calls from the city. The issue has gone to the lawyers. We will find out how much. They would be if we went with another company, everything else is basically ready to go. When we have an opening date, then everything else like the benches, trees, electricity, and water will get done quickly.

Mural: The mural is finished (and looks beautiful).

Application, rules, and fees: We were presented with a list of rules and fees that everyone will have to read, in order to get a fob. The fee will be \$40 for a resident (no non-residents for now). Tags will be \$10. If we get 100 residents, then it should cover most of the expenses. The fobs expire at the end of the year. (Like dog licenses if one is purchased in November. it will be good till the end of next year). The anticipated expense is \$4739 per year. Anticipated revenue \$5000. Opening hours will be 7AM to 9 PM all year.

Dog Park Events: Holding off till we have an opening date.

Dog Park name: Was decided to change the name slightly to Oak Park & Bark.

Juneteenth was a successful event. 40 participants in the walk a mile in my shoes, history was given about Juneteenth while we walked. 7 vendors were present, and they were info tables. Many people wanted to buy shirts and they would like a cap. So, we will have to see if we can sell shirts and caps next year. We had Juneteenth signs that are reusable. We had healthy snacks, and we had many positive comments,

Friends of the Parks and Recreation: Julie Edgar approached a guy he said he could set up the nonprofit for us for \$1,000.00 we need a name and address need board members and a director.

VIII New Business – Commission

Cardiovascular Health Awareness National Wear Red for Women Lunch and Learn-
Juanita's updates (look over agenda and see if you will want to help start up this program.
About 200.00 estimated in expenses Carin volunteered, Julie, Theresa, Ajai all will assist
with this event

IX Announcements

X Meeting adjourned at: 8:04p.m

Motioned by: Beverly Wiggins

Seconded by: Ajai Tice

Motion: passed

Respectfully submitted,

Recording Secretary:

Theresa Lorick-Henderson

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: July 19, 2023

- I. Meeting called to order by at: 7:00p.m. By: Juanita Bell
- II. Introductions:
Members Present: Juanita Bell, Theresa Lorick – Henderson, Carian Warren, Dwight Thomas, Alexander Simpson, Beverly Wiggins, Ajai Tice, Mickey Alderman, Andrew Cissell

Members Excused:

Members Absent: Ajai Tice and Dwight Thomas

City Council Members Absent: Mayor Pro Tem, Julie Edgar

Staff Members Present: Laurie Stasiak, Recreation Director

Guests Present: none

- III. Approval of Agenda for July 19, 2023

Motion: Mickey Alderman Seconded: Alexander Simpson Approved: all

- IV. Approval of Minutes of Parks and Recreation Commission Meeting of June 21, 2023.

Motioned by: Beverly Wiggins

Seconded by: Andrew Cissell

Corrections (if any) None

Passed: X Not passed

V. Council Comments (none)

VI. Recreation Updates:

A. New staff: Recreation Coordinator has been hired and will start at the end of July. More to come. Erin Foley will be staying on as a Recreation Intern. She is a Senior at Central Michigan University and will be completing two semesters with us in Recreation Programming and Administration.

B. Pool had been down and in need of repair. It was reopened last Thursday- we are getting some lifeguards, but in need of more. Hired two experienced Pool Managers with management, teaching and Instructor training experience. Southfield residents will be able to use our pool as residents with the City of Southfield paying the difference in resident and non-resident fees.

Tai Chi classes (Beginners and Returning), plus **Yoga is For EveryBody** have taken the remainder of the summer off on their customary vacation. They will return in September.

Seniors In Motion class participants went to the Senior Friendship Day on Tuesday July 18. They were participating on stage with their work out routine.

Summer Entertainment Series:

The outdoor movie scheduled for July 6th was postponed due to weather conditions. It was rescheduled to August 14th at 6 pm.

Black Lake Band took the stage on a beautiful night Thursday August 13.
The Couriers are scheduled for Thursday August 20, weather permitting.

2nd Senior Summer Picnic:

Friday July 21: \$10/person

Menu is Chicken tenders, French fries, coleslaw, roll, beverage and Ice cream. Lunch will be served from 12 pm – 1pm followed by a concert from 1pm -2 pm.

Brunch and Learn Trips:

Michigan Hummingbirds SOLD OUT. Lunch will be at Sinbads after the presentation at the DNR Great Outdoors facility.

Michigan Lighthouses presentation is scheduled for August 10th with lunch at Coriander Farms following the presentation.

4th of July Event:

The Mayor's 5 K Fun Run welcomed 61 runners this year! The Parade was made up of 49 entries. The return of the Michigan Black Horseman was a welcomed site!

They are always a fan favorite. Fun Fest and food court were a was a wonderful success. We had 6 food vendors and music from Denise Davis was enjoyed by all.

Thanks to Alexander Simpson for assisting with this event.

Farmers Market

The Farmers Market started on July 6 and has been steady.

We welcomed two new vendors this year: Taste of Petra, olive oil vendor and Dakota Bakery with wonderful breads that are also kosher

Family Market Day is July 26, and the Senior Market Day will be held August 23.

VII. Old Business – Commission

a. Dog Park: Good News - will open hopefully next month DTE and Entry System will be installed shortly. Grand opening/soft opening Possibly on October 15. So far, we have 21 applications for the early application process. Right now, Dog Park not open for nonresidents. Fee: \$40 dollar fee for memberships \$20 replacement fob fee, \$10 tag for each additional dog.

Presentation will take place at the city council meeting about the process of the dog park and to recognize some members of the dog park committee

Connector Park will be finished around October so we will have the grand opening for both parks

b. National Wear Red Day for women

Feb. 2024 Lunch and Learn Room A and B need volunteers/ donations for decorations etc.

Question: Can we revisit Oak Park Got Talent?

What month do we have for men's health?

VIII New Business – Commission

No new Business

IX Announcements

no announcements

X Meeting adjourned at 7:52 p.m.

Motioned by: Andrew Cissell Seconded by: Beverly Wiggins

Motion passed

Respectfully submitted,

Theresa Lorick-Henderson

Recording Secretary



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: August 16, 2023

- I. Meeting called to order by at: 7:01 p.m. By: Juanita Bell
- II. Introductions:
Members Present: Juanita Bell, Theresa Lorick – Henderson, Carian Warren, Alexander Simpson, Beverly Wiggins, Mickey Alderman,

Members Excused:

Members Absent: Ajai Tice Dwight Thomas, Mayor Pro Tem, Julie Edgar, Andrew Cissell

City Council Members Present:

Staff Members Present: Maralee Rosemond, Recreation Coordinator

Guests Present: none

- III. Approval of Agenda for August 16, 2023

Motion: Alexander Simpson Seconded: Beverly Wiggins Approved: all

- IV. Approval of Minutes of Parks and Recreation Commission Meeting of July 19, 2023.

Motioned by: Mickey Alderman

Seconded by: Alexander Simpson

Corrections (if any) None

Passed: X

Not passed

V. Council Comments :no comments

Remarks by Ms Bell that there was no Council Liaison, so it was tabled till next meeting.

VI. Recreation Updates:

A. Filled position -Jess Alger, new Recreation Coordinator, has many years of experience. She will oversee youth camps and programs, the pool, adult sports, and some special events.

B. Erin Foley, a Senior from Central Michigan University will be carrying out her internship here in Oak Park through April 2024.

C. **Farmers Market-** Steady since July 6

The Power of Produce Program had 65 children, (45 families) and the Senior Power of Produce had 65 seniors registered. This was funded through Humana and Corewell Health. The market has 19 vendors ,4 support vendors and 3 sponsors that attend the market.

August 23 will see the Senior Market Day where we will have 15-25 additional vendors for this event. Healthy Oakland Partnership will be dispensing the 5 dollars coupons for those that have a bridge card.

D. **Senior Summer Picnic:** 45 participants. BBQ ribs were on the menu. a one-hour concert was also provided.

Senior trip to the Great Outdoors featured: Michigan Hummingbirds. This was a SOLD-OUT trip. Lunch followed at Sinbad's.

Theatre Trips: Wicked performance is SOLD OUT. Limited tickets for Mrs. Doubtfire are still available.

Senior Scoop- This senior focused, in - house newsletter will be available the first week of every month in the lobby of the community center

VII. Old Business – Commission

a. Dog Park No report

b. Juneteenth (no report)

c. National Wear Red for women (handout given) Feb. 24

We are inviting 25 people and we will have a light lunch (grab bag) Donations are needed. Residents must register once the flyer is sent out. 25 people will be the limit.

VIII New Business – Commission

a. Men's Health Event (see handout) Sat. Sept. 30, 2023

Free Health Screenings for Men at Ford Field, transportation will be looked into by the recreation department. It was discussed that this is out of the normal scope of the bus drivers' work schedule and could not be guaranteed.

b. Oak Park Got Talent August 2024 Need to work on guidelines and how we will screen participants.

IX Announcements

X Meeting adjourned at: 7:40 pm by: Juanita Bell

Motioned by: Alexander Simpson

Seconded by: Beverly Wiggins

Motion passed: all

Respectfully submitted,

Recording Secretary,

Theresa Lorick-Henderson

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
July 20, 2023**

Meeting held at the Community Center at 7:00pm in Room One

1. THE MEETING WAS CALLED TO ORDER AT 7:01 PM

2. ROLL CALL:

PRESENT: Chairperson Leslie Ellis, Vice Chairperson Jonathan Nachman
Commission members: Steven Gold, Al Lewis, Ken Sherman, Natalie
Sturm, Richard Readus, Scott LeMarbe
ABSENT: Solomon Radner, Clarissa Clemons
OTHERS PRESENT: Edna Rubin

3. APPROVAL OF THE AGENDA

Moved by Ken Sherman, seconded by Al Lewis to approve agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

4. APPROVAL OF MINUTES:

Motion to approve the minutes of June 15, 2023. by Al Lewis, seconded by Ken Sherman

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

5. CONSIDERATION OF OLD BUSINESS

A. Rain Barrel seminar

- The group is working on setting the Date for the event.

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
July 20, 2023

B. SOCRRA Update:

- SOCRRA update – Scott updated the group that last month was mostly the same as the previous month.

6. NEW BUSINESS

A. The chairperson led a discussion on new topics.

7. PUBLIC COMMENTS

- No public comments

8. COMMISSIONER COMMENTS

- Steven, Leslie, Al, and Clarissa worked on the 4th of July event and said everything went well and they made some connections with the Kiwanis Club.
- Steven mentioned the excellent turnout of Commission members at the monthly meetings and talked about energy saved from his new HVAC system.
- Natalie talked about doing something informational about insects.
- The group talked about donating used electronics to schools for kids to work on.
- Leslie shared some info about working with Kiwanis.

9. ADJOURNMENT

Motion by Al Lewis, seconded by Steven Gold to adjourn the meeting at 7:57pm.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Minutes prepared by Scott LeMarbe

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
August 17, 2023

Meeting held at the Community Center at 7:00pm in Room One

1. THE MEETING WAS CALLED TO ORDER AT 7:02 PM

2. ROLL CALL:

PRESENT: Chairperson Leslie Ellis, Vice Chairperson Jonathan Nachman
Commission members: Steven Gold, Al Lewis, Ken Sherman, Natalie
Sturm, Richard Readus, Clarissa Clemons and Scott LeMarbe
ABSENT: Solomon Radner,
OTHERS PRESENT: Edna Rubin

3. APPROVAL OF THE AGENDA

Moved by Steven Gold, seconded by Richard Readus to approve agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

4. APPROVAL OF MINUTES:

Motion to approve the minutes of July 20, 2023. by Jon Nachman, seconded by Ken
Sherman

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

5. CONSIDERATION OF OLD BUSINESS

A. Rain Barrel seminar

- The group is working on setting the Date for the event.

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
August 17, 2023

B. SOCRRA Update:

- SOCRRA update – Scott updated the group and talked about the upcoming junk away event.

6. NEW BUSINESS

A. The chairperson led a discussion on new topics.

- Natalie talked about energy rebates and making a handout with QR codes directing residents to sites offering rebates.
- Leslie talked to the group about making a communications calendar with Courtney.
- The group decided on September 10, 2023. for the Fall cleanup event.

7. PUBLIC COMMENTS

- No public comments

8. COMMISSIONER COMMENTS

- Steven mentioned DTE renewable energy info on DTE bills.
- Al told the group how he was able to get the senior volleyball group to stop using Styrofoam cups by bringing them mugs to re-use.

9. ADJOURNMENT

Motion by Al Lewis, seconded by Steven Gold to adjourn the meeting at 8:07pm.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Minutes prepared by Scott LeMarbe

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
August 17, 2023**

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
September 21, 2023**

Meeting held at the Community Center at 7:00pm in Room Two

1. THE MEETING WAS CALLED TO ORDER AT 7:08 PM

2. ROLL CALL:

PRESENT: Chairperson Leslie Ellis, Vice Chairperson Jonathan Nachman
Commission members: Steven Gold, Al Lewis, Ken Sherman, Natalie
Sturm, Richard Readus, Clarissa Clemons and Scott LeMarbe
ABSENT: Solomon Radner, Edna Rubin
OTHERS PRESENT:

3. APPROVAL OF THE AGENDA

Moved by Ken Sherman, seconded by Al Lewis to approve agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

4. APPROVAL OF MINUTES:

Motion to approve the minutes of August 17, 2023. by Jon Nachman, seconded by Steven Gold

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

5. CONSIDERATION OF OLD BUSINESS

A. Rain Barrel seminar

- The group set a date for the event – May 16, 2024

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
September 21, 2023**

B. SOCRRA Update:

- SOCRRA update – Scott updated the group about the upcoming recycling grant and shared the can stickers with the group.

6. NEW BUSINESS

A. The chairperson led a discussion on new topics.

- Ken talked about writing an article about native plants.

7. PUBLIC COMMENTS

- No public comments

8. COMMISSIONER COMMENTS

- No commissioner comments.

9. ADJOURNMENT

Motion by Al Lewis, seconded by Steven Gold to adjourn the meeting at 8:03pm.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Minutes prepared by Scott LeMarbe

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** November 6, 2023**SUBJECT:** Proposed payment request for MDOT Construction Projects.**DEPARTMENT:** Municipal Services – Engineering *KMG***SUMMARY:** Attached is a request for payment for invoices from MDOT for the projects as listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
Nine Mile Rd	\$150,101.74	\$1,186,078.73	\$1,336,180.47	\$1,920,376.28	202-18-479-970
Eight Mile Rd at Hubbell	\$2,680.06	\$3,738.05	\$6,418.11	\$40,000.00	202-18-479-970
Totals	\$152,781.80	\$1,189,816.78	\$1,342,598.58	\$1,960,376.28	

RECOMMENDED ACTION: It is recommended that the invoices from MDOT for the above listed projects be approved for the total amount of \$152,781.80. Funding is available in the above listed accounts.

APPROVALS:City Manager: _____ET_____ Department Director: _____*KM*_____Finance Director: _____SC_____ City Attorney: _____*N/A*_____Budgeted ☐**EXHIBITS:** Invoices

STATEMENT	Customer Name	PAGE 1
	CITY OF OAK PARK	
	Customer Account Number	Statement Closing Date
	MDOT00264	10-04-23
		Due Date
	AR Dept/BPRO	11-03-23
	591 ACT51	Amount Enclosed

Remit to:
State of Michigan
Attn: Finance Cashier
P.O. Box 30648
Lansing MI 48909

Bill to:
CITY OF OAK PARK
OAK PARK CITY TREASURER
13600 OAK PARK BLVD.
OAK PARK MI 48237

Payment Method: Check ☐ Money Order ☐

Please write Customer Account No. on front of Check or Money Order.
DO NOT MAIL CASH

☐ Please check if address has changed. Write correct address on back of stub and attach with payment.

Please detach the above stub and return with your remittance payable to Dept. of Transportation

Transportation



ORIGINAL

Customer Account Number	Statement Closing Date
MDOT00264	10-04-23
Customer Name	IF YOU HAVE ANY QUESTIONS, PLEASE CALL
CITY OF OAK PARK	

Current Period Charges

Description	Date	Transaction ID	Charges
Payment - Thank you	08-29-23	CACR591230000008402	\$324,888.26
Payment - Thank you	08-29-23	CACR591230000008402	\$1.54
Payment - Thank you	08-29-23	CACR591230000008402	\$1,093.79
-	09-29-23	CARE1591REIM23001839	\$150,101.74
-	09-29-23	CARE1591REIM23001839	\$2,680.06

Important Customer Information

CONTACT :	591
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MDOT
Michigan Department of Transportation
Statement Date: 10/09/2023

MDOT00264 - CITY OF OAK PARK

Program: 210075CON
Federal Project: 22A0637
Description: M-102 E Milling and Two Course Asphalt Resurfacing
Phase: 02 Construction Engineering

Funding Profile	Fed Pro Rata	Jrnl Description		
A00053				
	Current Budget	Cash Expenditures	Collected	Balance Due
Local	0.00	0.00	0.00	2,680.06

Program: 212901CON
Federal Project: 23A0213
Description: W 9 Mile Rd Road Rehab
Phase: 01 Construction Contract

Funding Profile	Fed Pro Rata	Jrnl Description		
A00226 34.2 2023-5044 CITY OF OAK PARK				
	Current Budget	Cash Expenditures	Collected	Balance Due
Federal	998,128.70	844,563.60		
Local	1,920,376.28	1,624,920.63	324,888.26	150,101.74

Phase: 03 Advertising

Funding Profile	Fed Pro Rata	Jrnl Description		
A00226 34.2 2023-5044 CITY OF OAK PARK				
	Current Budget	Cash Expenditures	Collected	Balance Due
Federal	68.40	19.41		
Local	131.60	37.34	0.00	0.00

MDOT Michigan Department of Transportation Statement Date: 10/09/2023
--

Vendor Code	Vendor Legal Name	Vendor Alias/DBA Name
MDOT00264	CITY OF OAK PARK	

Instruction: instruction: Remit this listing of Balance Due by Program with the payment. Payments will be applied to all programs with a balance due, unless otherwise noted.

Statement Date: 10/09/2023
☐ Pay in Full (default if neither box is checked)
☐ Manual allocation specified by Program in Paid Amount below

Remittance Information:
State of Michigan
Attention: Finance Cashier
P.O. Box 30648
Lansing, MI 48909

Program	Balance Due
210075CON -	2,680.06
212901CON -	150,101.74

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

AGENDA OF: November 6, 2023

SUBJECT: Request authorization to bid the 2024 Sewer Lining Project, M-763.

DEPARTMENT: Municipal Services – Engineering *KMG*

SUMMARY: Plans and specifications are complete for the 2023 Sewer Lining Project, M-763. 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 for sewer lining and sewer repairs in the 2023-24 budget for this expenditure.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for the 2024 Sewer Lining Project, M-763 be approved. Funding is available in the Water and Sewer Fund No. 592-18-550-970.

APPROVALS:

City Manager: _____ ET _____

Department Director: _____ KM _____

Finance Director: _____ SC _____

Budgeted: ☐

City Attorney: _____ N/A _____

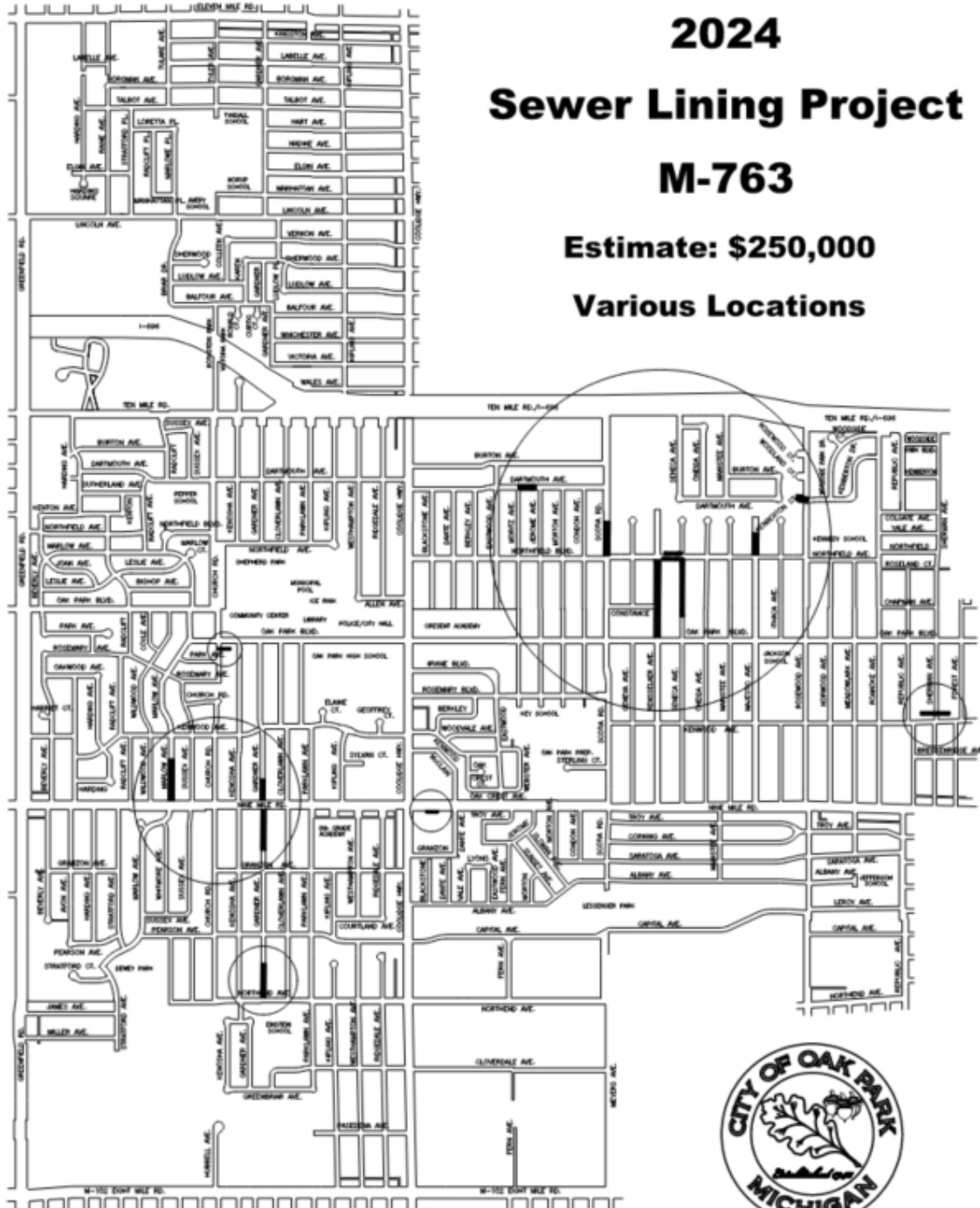
EXHIBITS: Map

City of Oak Park

2024 Sewer Lining Project M-763

Estimate: \$250,000

Various Locations



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** November 6, 2023**SUBJECT:** Proposed payment request for Engineering Consulting Services.**DEPARTMENT:** DPW/Municipal Services – Engineering *KMG***SUMMARY:** Attached is a request for payment for invoices from OHM Advisors for the projects as listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
GIS DWAM Grant	\$8,001.75	\$205,556.25	\$213,558.00	\$240,000.00	592-18-538-970
Nine Mile Rd CE	\$10,062.50	\$325,531.73	\$335,594.23	\$457,000.00	202-18-479-970
Totals	\$18,064.25	\$532,338.98	\$549,152.23	\$697,000.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$18,064.25. Funding is available in the above listed accounts.

APPROVALS:City Manager: _____ ET _____ Department Director: _____ *KM* _____Finance Director: _____ SC _____ City Attorney: _____ *N/A* _____Budgeted ☐**EXHIBITS:** Invoices

REMIT TO:
OHM Advisors
34000 Plymouth Road
Livonia, MI 48150
T 734.522.6711
F 734.522.6427
OHM-Advisors.com



INVOICE

CITY OF OAK PARK
Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 10/10/2023
Invoice #: 67995
Project: 0037228040

Project Name: Oak Park GIS DWAM

For Professional Services Rendered Through: September 30, 2023

Professional Services

Description	Fee	Prior Billed	Total Available	Current Billing
Task 1: City & OHM Meetings	\$2,500.00	\$2,466.00	\$34.00	\$0.00
Task 2: Field Data Colleciton	\$160,000.00	\$156,145.00	\$3,855.00	\$0.00
Task 3: GIS Topology / Attribution Updates	\$30,000.00	\$29,995.75	\$4.25	\$0.00
Task 4: Application Development	\$45,000.00	\$16,497.50	\$28,502.50	\$7,059.25
Task 5: Eos GPS Configuration and Training	\$2,500.00	\$452.00	\$2,048.00	\$942.50
Totals	\$240,000.00	\$205,556.25	\$34,443.75	\$8,001.75

Invoice Total **\$8,001.75**

REMIT TO:
OHM Advisors
34000 Plymouth Road
Livonia, MI 48150
T 734.522.6711
F 734.522.6427
OHM-Advisors.com



CITY OF OAK PARK
Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 10/10/2023
Invoice #: 67995
Project: 0037228040

Project Name: Oak Park GIS DWAM

Task 4: Application Development

Professional Services

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician I	13.00	96.00	\$1,248.00
Technician II	43.75	115.00	\$5,031.25
Technician III	6.00	130.00	\$780.00
Professional Services Subtotal	62.75		\$7,059.25
Task 4: Application Development Total:	62.75		\$7,059.25

Task 5: Eos GPS Configuration and Training

Professional Services

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician III	7.25	130.00	\$942.50
Professional Services Subtotal	7.25		\$942.50
Task 5: Eos GPS Configuration and Training Total:	7.25		\$942.50

Total Backup:	70.00	\$8,001.75
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REMIT TO:
OHM Advisors
34000 Plymouth Road
Livonia, MI 48150
T 734.522.6711
F 734.522.6427
OHM-Advisors.com



INVOICE

CITY OF OAK PARK
Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 10/10/2023
Invoice #: 67996
Project: 0037230003

Project Name: CE - Nine Mile Road Rehab

For Professional Services Rendered Through: September 30, 2023

Professional Services

Description	Fee	Prior Billed	Total Available	Current Billing
OHM	\$402,006.00	\$314,435.00	\$87,571.00	\$10,062.50
Sub - G2	\$54,994.00	\$24,787.73	\$30,206.27	\$0.00
Billing Adjustment	\$0.00	(\$13,691.00)	\$13,691.00	\$0.00
Totals	\$457,000.00	\$325,531.73	\$131,468.27	\$10,062.50

Invoice Total

\$10,062.50

REMIT TO:
OHM Advisors
34000 Plymouth Road
Livonia, MI 48150
T 734.522.6711
F 734.522.6427
OHM-Advisors.com



INVOICE

CITY OF OAK PARK
Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 10/10/2023
Invoice #: 67996
Project: 0037230003

Project Name: CE - Nine Mile Road Rehab

OHM

Professional Services

	Hours	Rate	Amount
Associate	.75	198.00	\$148.50
Professional Engineer/Architect IV	10.00	195.00	\$1,950.00
Sr. Associate	2.00	210.00	\$420.00
Technician II	36.00	115.00	\$4,140.00
Technician IV	23.00	148.00	\$3,404.00
Professional Services Subtotal	71.75		\$10,062.50

OHM Total: 71.75

\$10,062.50

Total Backup: 71.75

\$10,062.50

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** November 6, 2023**AGENDA#****SUBJECT:** Payment Application No. 2 for the 2023-24 Miscellaneous Concrete Project, M-754.**DEPARTMENT:** Municipal Services – Engineering *KMG***SUMMARY:** Attached is Payment Application No. 2 for the 2023-24 Miscellaneous Concrete Project, M-754 by Mattioli Cement Company of Fenton, Michigan. This project includes miscellaneous concrete road work throughout the city. This project is approximately 51% complete.**FINANCIAL STATEMENT:**

Original Contract Amount:	\$949,943.50
Total Completed to Date:	\$483,736.57
Less Retainage:	\$ 48,373.66
Net Earned:	\$435,362.91
Deductions:	\$ 0.00
Balance:	\$435,362.91
Payments to Date:	<u>\$199,677.48</u>
Amount Due Mattioli Cement Company:	\$235,685.43

RECOMMENDED ACTION: It is recommended that Payment Application No. 2 for the 2023-24 Miscellaneous Concrete Project to Mattioli Cement Company of Fenton, Michigan be approved for the amount of \$235,685.43. Funding is available in the Local Street Fund 203-18-479-970 and Water and Sewer Fund 592-18-538-970 for this expenditure.**APPROVALS:**City Manager: ET Department Director: KMDirector of Finance: SC Legal: N/ABudgeted: ☐**EXHIBITS:** Payment Application No. 2, Maps, Project list

PAYMENT APPLICATION

PROJECT: 2023-2024 MISCELLANEOUS CONCRETE PROJECT

JOB NUMBER: M-754

OWNER: CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 2

CONTRACTOR: MATTIOLI CEMENT COMPANY
6085 MCGUIRE ROAD
FENTON, MI 48430

PERIOD ENDING: 10/27/2023

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT, MODIFIED SP	11,300	SYD	\$11.71	2,612.58	\$30,593.31	6,018.29	\$70,474.18
2	CONCRETE PAVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	5,600	SYD	\$60.00	2,399.65	\$143,979.00	4,828.58	\$289,714.80
3	CONCRETE PAVMT W/INT CURB & GUTTER, 9" CONC. PATCHES OVER 4500 SFT	5,000	SYD	\$60.00	0.00	\$0.00	0.00	\$0.00
4	REMOVAL COOLIDGE CONCRETE PAVEMENT, MODIFIED SP	100	SYD	\$20.00	0.00	\$0.00	0.00	\$0.00
5	COOLIDGE CONCRETE PAVEMENT WITH INT. CURB, 9" CONCRETE. MOD. SP	100	SYD	\$60.00	0.00	\$0.00	0.00	\$0.00
6	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD	500	SFT	\$6.00	1,798.30	\$10,789.80	1,798.30	\$10,789.80
7	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD (ROTHSTEIN PARK)	5,500	SFT	\$7.50	0.00	\$0.00	0.00	\$0.00
8	SIDEWALK CONC. NON-REINF. 6" SIDEWALK/ DRIVE APPROACH MOD.	500	SFT	\$6.50	732.29	\$4,759.89	789.49	\$5,131.69
9	CONCRETE PAVEMENT, 24" CURB & GUTTER SECTION NON- REINF. 9" CONC. MOD	50	LFT	\$36.00	15.20	\$547.20	15.20	\$547.20
10	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR. LIMESTONE)	10,700	SYD	\$6.44	1,503.75	\$9,684.15	4,802.41	\$30,927.52
11	AGGREGATE BASE UNDER 4" & 6" & 9" CONC. (6" 21AA CR LIMESTONE)	100	SYD	\$9.00	0.00	\$0.00	8.56	\$77.04
12	ADJUST DRAINAGE STRUCTURES	25	EACH	\$225.00	4.00	\$900.00	7.00	\$1,575.00
13	CAST IN PLACE DETECTABLE/ TACTILE WARNING SURFACE MODIFIED	100	SFT	\$26.00	30.00	\$780.00	30.00	\$780.00
14	CAST IRON DETECTABLE WARNING DEVICE	50	SFT	\$61.75	0.00	\$0.00	0.00	\$0.00
15	SANITARY MANHOLE 1040A RAME AND COVER	5	EACH	\$880.00	0.00	\$0.00	0.00	\$0.00
16	CATCH BASIN 5080M3 6 HOLE FRAME AND COVER	5	EACH	\$880.00	3.00	\$2,640.00	4.00	\$3,520.00
17	MINOR TRAFFIC DEVICES MODIFIED (5% MAX)	1	LSUM	\$13,000.00	0.00	\$0.00	1.00	\$13,000.00
18	COOLIDGE MINOR TRAFFIC DEVICES MODIFIED (5% MAX)	1	LSUM	\$1,000.00	0.00	\$0.00	0.00	\$0.00
19	PROJECT CLEAN UP MODIFIED (5% MAX)	1	LSUM	\$6,000.00	0.00	\$0.00	0.00	\$0.00
20	INSPECTION CREW DAYS	\$320	DAY	45	11.50	\$0.00	20.50	\$0.00
21	SIDEWALK CURB < 6"	0	LFT	\$19.00	0.00	\$0.00	0.00	\$0.00
22	SIDEWALK CURB > 6"	0	LFT	\$20.00	52.00	\$1,040.00	52.00	\$1,040.00
23	SIDEWALK CONC. NON-REINF 7" SIDEWALK MOD (ROTHSTEIN PARK)	0	SFT	\$10.25	5,478.96	\$56,159.34	5,478.96	\$56,159.34

Period Total Amount: \$261,872.69 Amount to Date: \$483,736.57

Original Contract Amount:

\$949,943.50

Earnings This Period: \$261,872.69

Total Earnings to Date: \$483,736.57

Less Retainage: \$48,373.66

Net Earned: \$435,362.91

Deductions: \$0.00

Balance: \$435,362.91

Payments to Date: \$199,677.48

AMOUNT DUE MATTIOLI CEMENT COMPANY: \$235,685.43

Accepted By: John Mattioli
Mattioli Cement Company

Date: Oct 27, 2023

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

Date: Oct 30, 2023

SECTION 19

SECTION 28



SECTION 29



SECTION 30



SECTION 31



SECTION 32



SECTION 33



ROAD WORK									
LOCATION	DOUBLE	PAVEMENT REMOVAL (SQ.FT)	4" Conc. (sq.ft) Sidewalk Homeowner	6" Conc. (sq.ft) Sidewalk/DA Homeowner	4" Conc. (sq.ft) Sidewalk City	6" Conc. (sq.ft) Sidewalk/DA City	9" Conc. (sq.ft)	9" Conc. (sq.yd)	TYPE
8775 CAPITAL (CB AND GATE WELL)	NO	371.1					371.1	41.23	ROAD - 2 LOCATIONS
COLGATE/ROANOKE (CB)	NO	571.83					571.83	63.54	ROAD
15021 DARTMOUTH (CB)	NO	168.2				57.2	111	12.33	ROAD/APPROACH
EASTWOOD/LYONS	YES	9993.81				117.59	9876.22	1097.36	ROAD/APPROACH
GARDNER/KENOSHA WEST END	YES	10384.55			160.84	76.86	10146.85	1127.43	ROAD/SIDEWALK
GARDNER/KENOSHA EAST END	YES	4082					4082	453.56	ROAD
23531 GENEVA (CB)	NO	78.65					78.65	8.74	ROAD
14031 HART (SEWER REPAIR)	NO	117					117	13.00	ROAD
23520 KENOSHA (CB)	NO	87					87	9.67	ROAD
LEROY/REPUBLIC (CB)	NO	118.8					118.8	13.20	ROAD
23830 MEADOWLARK (SEWER)	NO	194.54					194.54	21.62	ROAD
14450 PEARSON (CB)	YES	1118.82					1118.82	124.31	ROAD
23522 RENSSALAER	NO	208.74					208.74	23.19	ROAD
24225 ROANOKE	NO	365.56					365.56	40.62	ROAD
24433 ROANOKE	YES	1802.67					1802.67	200.30	ROAD
24617 ROANOKE	YES	527.24					527.24	58.58	ROAD
15101 SUTHERLAND (CB)	NO	75.75					75.75	8.42	ROAD
VALE/LYONS	YES	12029.93				264.42	11765.51	1307.28	ROAD/APPROACH
DPW YARD	NO	1887.6					1887.6	209.73	PARKING
SCOTIA (S OF 10) FOOTPRINT ON PAVEMENT	NO	0					0		ROAD
		44,183.79	0.00	0.00	160.84	516.07	43,506.88	4,834.11	

SIDEWALK/APPROACH									
23461 Avon		125	125						SIDEWALK
24340 Berkley		96.5	96.5						SIDEWALK
23045 Church		246.5	204	42.5					SIDEWALK
13000 Eight Mile (DPW)		75				75			SIDEWALK
15300 Eight Mile		1354				1340			SIDEWALK/CURB
21101 Gardner		98.23				98.23			APPROACH
25441 Gardner		172.5	150	14	8.5				SIDEWALK
23200 Geneva		149	149						SIDEWALK
23281 Geneva		204	178	26					SIDEWALK
20700 Greenfield		1603				1575			SIDEWALK/CURB
14026 Hart		137.2				137.2			APPROACH
14221 Labelle		246.5	220.5	26					SIDEWALK
23751 Marlow		298.25	275.5			22.75			SIDEWALK
24090 Moritz		97	97						SIDEWALK
14200 Oak Park Blvd (Library)									SIDEWALK RAMP
23525 Renssalaer		100.5	75.5		25				SIDEWALK
22051 Ridgedale (City)		25			25				SIDEWALK
15215 Rosemary		178	153	25					SIDEWALK
Sherman/Colgate Crossing									SIDEWALK
21911 Sloman (DPW)		29			29				DRIVEWAY
14790 Talbot		175.5	149.5	26					SIDEWALK
10061 Troy (DPW)		65			65				SIDEWALK
23420 Wildwood		189.5	170	19.5					SIDEWALK
Connector Park		293.5			293.5				SIDEWALK/APPROACH
		5,958.68	2,043.50	179.00	446.00	3,248.18	0.00	0.00	
Victoria/Rothstein Park		5478.96			5478.96				SIDEWALK

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** November 6, 2023**SUBJECT:** Payment Application No. 2 for the 2023 Block Pruning Project, M-748.**DEPARTMENT:** Public Works - *DED***SUMMARY:** Attached is Payment Application No. 2 for the 2023 Block Pruning Project, M-748. This project includes the trimming, removal, and stumping of select trees around the City of Oak Park. This project is currently 40% complete.

Original Contract Amount:	\$90,000.00
Total Completed to Date:	\$37,985.00
Less Retainage:	\$ 0.00
Net Earned:	\$37,985.00
Deductions:	\$ 0.00
Balance:	\$37,985.00
Payments to Date:	\$30,985.00
Amount Due to Urban Tree:	\$7,000.00

RECOMMENDED ACTION: It is recommended that Payment Application No. 2 for the 2023 Block Pruning Project, M-748, to Urban Tree Trimming of Detroit MI, be approved in the amount of \$7,000.00. Funding is available in the Major Streets (202-18.479-801) and Local Streets (203-18.479-801) funds for this expenditure.**APPROVALS:**

City Manager: _____ ET

Department Director: _____ *DED*

Finance Director: _____ SC

Legal: _____ CK

Budgeted: ☐**EXHIBITS:** Pay Application No. 2

PAYMENT APPLICATION

PROJECT: 2023 Block Pruning Project

JOB NUMBER: M-748

OWNER: City of Oak Park, MI

APPLICATION NO.: 2

CONTRACTOR: Urban Tree Trimming
5671 Trumbull
Detroit, MI 48208

PERIOD ENDING: October 24, 2023

ITEM NO.	ITEM DESCRIPTION	UNIT	BID PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Traditional Block Pruning (Raising)	Per Tree	\$70.00	0.00	\$0.00	0.00	\$0.00
2	Crown Cleaning	Per Tree	\$125.00	56.00	\$7,000.00	57.00	\$7,125.00
3	Tree Removals, 8" to 19" DBH	Per Tree	\$375.00	0.00	\$0.00	50.00	\$18,750.00
4	Tree Removals, 20" to 27" DBH	Per Tree	\$675.00	0.00	\$0.00	3.00	\$2,025.00
5	Tree Removals, 28" to 35" DBH	Per Tree	\$1,250.00	0.00	\$0.00	2.00	\$2,500.00
6	Tree Removals, 36" to 43" DBH	Per Tree	\$2,275.00	0.00	\$0.00	1.00	\$2,275.00
7	Tree Removals, 44" and over DBH	Per Tree	\$3,255.00	0.00	\$0.00	0.00	\$0.00
8	Stump Removal, 8" to 19" DBH	Per Tree	\$100.00	0.00	\$0.00	50.00	\$5,000.00
9	Stump Removal, 20" to 27" DBH	Per Tree	\$175.00	0.00	\$0.00	0.00	\$0.00
10	Stump Removals, 28" to 35" DBH	Per Tree	\$220.00	0.00	\$0.00	0.00	\$0.00
11	Stump Removal, 36" to 43" DBH	Per Tree	\$310.00	0.00	\$0.00	1.00	\$310.00
12	Stump Removals, 44" and over DBH	Per Tree	\$425.00	0.00	\$0.00	0.00	\$0.00

Period Amount:	\$7,000.00	Total Amount:	\$37,985.00
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Original Contract Amount: \$90,000.00

Earnings This Period: **\$7,000.00**

Total Earnings to Date: **\$37,985.00**

Deductions: \$0.00

Payments to Date: **\$30,985.00**

Amount Due to Owen Tree Service: \$7,000.00

MERCHANT'S LICENSES - NOVEMBER 6, 2023

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
HERSCH'S LAWN SPRAY	14350 W EIGHT MILE RD 200	\$150.00	LAWN COMPANY
A-LIST HEALTHCARE TRAINING ACADEMY	25900 GREENFIELD RD # 380	\$150.00	HEALTHCARE EDUCATION
MCM INVEST CO INC	13450 NORTHEMEND AVE	\$150.00	INTERIOR DESIGN COMPANY

RENEWALS FOR 2024	ADDRESS	FEES	BUSINESS TYPE
DISTINCTIVE CUSTOM FURNITURE INC	8575 CAPITAL AVE	\$150.00	MANUFACTURER
EATON STEEL CORPORATION	10221 CAPITAL AVE	\$150.00	MANUFACTURER
LADUKE CORPORATION	10311 CAPITAL AVE	\$150.00	ROOFING AND SHEET METAL INSTALLERS
KINGS WELDING WORKS INC	10311 CAPITAL AVE	\$150.00	EQUIPMENT REPAIRER
INNOVATIVE TOOL & DESIGN INC	10725 CAPITAL AVE	\$150.00	METAL STAMPINGS
CRDM OF MI	12950 CAPITAL AVE	\$150.00	WAREHOUSE
LIVE SMART	13305 CAPITAL AVE # 600	\$150.00	MANUFACTURER
TOBACCO IMPORT USA	13201 CLOVERDALE AVE	\$150.00	HOOKAH SHOP
TOBACCO IMPORT USA	21060 COOLIDGE HWY	\$150.00	HOOKAH SHOP
NEW NORTHEMEND MARKET	21601 COOLIDGE HWY	\$150.00	MARKET
POE RESTORATION WATERPROOFING	21620 COOLIDGE HWY 200	\$150.00	MASONRY
TWITTYS INVESTMENTS LLC	21751 COOLIDGE HWY	\$150.00	OFFICE
GUARDIAN & ASSOCIATES INC	21751 COOLIDGE HWY	\$150.00	OFFICE
FOR KIDS ONLY	23101 COOLIDGE HWY	\$150.00	RETAIL
FAMILY DOLLAR #32718	23105 COOLIDGE HWY	\$150.00	RETAIL
RAMSAY F DASS MD	24601 COOLIDGE HWY	\$150.00	MEDICAL OFFICE
OAK PARK URGENT CARE	24661 COOLIDGE HWY	\$150.00	MEDICAL OFFICE
AQUATIC SOLUTIONS PHYSICAL THERAPY	25591 COOLIDGE HWY	\$150.00	MEDICAL OFFICE
MARK A WOLFSON DDS PC	26601 COOLIDGE HWY	\$150.00	MEDICAL OFFICE
OAK PARKER	13621 W ELEVEN MILE RD	\$150.00	RESTAURANT
HENRYS AUTO CAR CARE	14041 W ELEVEN MILE RD	\$150.00	AUTO REPAIR
DETECT-IT LLC	14251 W ELEVEN MILE RD	\$150.00	SOFTWARE DEVELOPMENT
ARKK ENGINEERING	14253 W ELEVEN MILE RD	\$150.00	SYSTEM DESIGN AND INTEGRATION
QUALITY CAR WASH II INC	14421 W ELEVEN MILE RD	\$150.00	CAR WASH
CURTS SERVICE	14611 W ELEVEN MILE RD	\$150.00	AUTO REPAIR
TRVFIT BERKLEY	14661 W ELEVEN MILE RD STE 800	\$150.00	FITNESS CENTER
REGAL WINES	14721 W ELEVEN MILE RD	\$150.00	WHOLESALE WINE DISTRIBUTION
SPECTRUM AUTOWORKS LLC	14799 W ELEVEN MILE RD	\$150.00	AUTO REPAIR
ROYAL OAK STORAGE	15255 W ELEVEN MILE RD	\$150.00	STORAGE MANAGEMENT
GREENFIELD PLAZA ASSOCIATES INC	21700 GREENFIELD RD # 202	\$150.00	OFFICE
KROME JEWELERS	21700 GREENFIELD RD # 302	\$150.00	RETAIL
G & J WHOLESALE	21700 GREENFIELD RD # 310	\$150.00	WHOLESALE JEWELER
GOLD & SILVER CORP	21700 GREENFIELD RD # 320	\$150.00	RETAIL
DIAMONDS FOREVER INC	21700 GREENFIELD RD # 350	\$150.00	RETAIL
DIAMOND NAILS SPA INC	25238 GREENFIELD RD	\$150.00	NAIL SALON
VINT II	15075 LINCOLN AVE # 104	\$150.00	CONVENIENT STORE
RUNCO WASTE INDUSTRIES	21151 MEYERS RD	\$150.00	TRASH REMOVAL SERVICES
THE LOOK-A-SALON & ROSE BOUTIQUE LLC	8531 W NINE MILE RD	\$150.00	COSMETOLOGY/BOUTIQUE
DOMINOS PIZZA	13735 W NINE MILE RD	\$150.00	RESTAURANT
MIGHTY MO MUFFLERS	13941 W NINE MILE RD	\$150.00	AUTO REPAIR
PCI INDUSTRIES INC	21717 REPUBLIC	\$150.00	CONSTRUCTION
PLANET PROPANE	21815 REPUBLIC AVE	\$150.00	WHOLESALE PROPANE
PARKWOOD OPEN IMAGING	13161 TEN MILE	\$150.00	MEDICAL OFFICE
DOLLAR VILLAGE DISCOUNT INC	13201 TEN MILE	\$150.00	RETAIL
CHECK N GO	13321 TEN MILE	\$150.00	FINANCIAL SERVICES
LA INSURANCE AGENCY XXXI INC	13381 TEN MILE	\$150.00	INSURANCE AGENCY
PRETTY BROWZ & SPA	13381 TEN MILE B	\$150.00	SALON

PAWN BROKER - RENEWAL 2023-24

(Subject to All Departmental Approvals)

NAME	ADDRESS	FEES
PAY BENNY, INC.	21380 GREENFIELD	\$400.00
*Surety Bond Approval		

SIDEWALK SALE LICENSE

(Subject to All Departmental Approvals)

The Suit Depot	26150 Greenfield Rd.	\$10.00
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CITY OF OAK PARK, MICHIGAN
NOTICE OF PUBLIC HEARING
2024 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

NOTICE IS HEREBY GIVEN that the City of Oak Park will hold a Public Hearing on the use of 2024 Community Development Block Grant Funds. The Public Hearing will be held on Monday, November 6, 2023 at 7:00 pm. or thereafter, at the City of Oak Park Regular City Council Meeting, 14000 Oak Park Blvd., Oak Park, Michigan for the purpose of hearing public comments on the Community Development Block Grant (CDBG) Program Year 2024 application in the approximate amount of \$123,732 to fund eligible projects. All interested citizens are requested to attend the Public Hearing. Comments will also be received in writing or in person at the meeting or in writing to City Clerk, City of Oak Park, 14000 Oak Park Blvd., Oak Park, MI 48237 until 5:00 p.m. Monday, November 6, 2023. The City of Oak Park will comply with the spirit and intent of the Americans 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.

T. Edwin Norris, City Clerk

Please post on the City of Oak Park Main Webpage October 17, 2023 through November 6, 2023.



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: November 6, 2023

SUBJECT: Public Hearing for allocation of 2024 CDBG Funds.

DEPARTMENT: Municipal Services Department

SUMMARY: The City of Oak Park is expected to receive \$123,732 in Community Development Block Grant Funds (CDBG) for the 2024 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 holds 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 conduct a public hearing to receive comment on the allocation of the 2024 Community Development Block Grant Funds. It is also recommended that City Council pass a resolution approving the recommended allocation of funds and authorize the Mayor to sign the application and Sub-recipient Agreement on behalf of the City. The proposed allocation is:

Code Enforcement	\$105,172.20
Public Services (Yard Services)	<u>\$18,559.80 (maximum 15% of total allocation)</u>
Total	\$123,732.00

APPROVALS:

City Manager: ET

Director: KM

Finance Director: SC

Budgeted: ☐

EXHIBITS: CDBG Resolution

RESOLUTION (CM-XXXXX) 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 (maximum 15% of total allocation)

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

Yes:

No:

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 November 6, 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



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: October 16, 2023

SUBJECT: Coolidge Park Ltd. Stormwater Appeal, Parcel 25-29-354-001

DEPARTMENT: Municipal Services – *KM*

SUMMARY: A Stormwater Board of Appeals public meeting was conducted in reference to the above property on August 29, 2023. At the meeting, the Stormwater Board of Appeals voted unanimously to adopt the recommendations of the City Engineer and approving a retroactive reduction of the annual stormwater rate from \$9,328.44 to \$7,670.38. The new monthly payment is \$639.19.

Prior to the Stormwater Board of Appeals meeting, City Manager Tungate, waived one penalty on the account in 2021. During the August meeting, City Manager Tungate, also waived penalties from the account as follows: \$203.04 for the penalty dated 5/23/23; \$436.17 for the penalty dated 10/25/22; and \$296.64 for the penalty dated 11/25/20.

The property owner has expressed interest in asking City Council to waive all penalties charged to his account during the timeframe beginning August 2020 till August 2023. The City Manager is only allowed to reverse one penalty per year but City Council has authority to waive additional penalties.

The property owner did not make any payments between August 2020 and April 15, 2021, resulting in a significant arrearage. The delay in resuming payments caused him to continue to accrue interest and penalties.

RECOMMENDED ACTION: N/A

APPROVALS:

City Manager: ET

Department Director: KM

Director of Finance: SC

City Attorney: CK

Budgeted: ☐

EXHIBITS: Memo, Fees

GARAN LUCOW MILLER P.C.

GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 BREWERY PARK BLVD. STE 200
DETROIT MI 48207-2641
TELEPHONE: 313.446.1530
FAX: 313.259.0450
www.garanlucow.com

COURTNEY A. KRAUSE
**Also admitted in Indiana*
DIRECT DIAL: 313.446.5522
E-MAIL: ~~ckrause~~@garanlucow.com

September 13, 2023

VIA E-MAIL: dennisclearypclaw.com

Dennis W. Cleary
Dennis W. Cleary, P.C.

**Re: Coolidge Park Ltd.
Stormwater Appeal, Parcel 25-29-354-001**

Dear Mr. Cleary,

Following the public meeting on August 29, 2023, the Stormwater Board of Appeals voted unanimously to adopt the recommendations of the City Engineer and approving a retroactive reduction of the annual stormwater rate for your client's account from \$9,328.44 to \$7,670.38. The new monthly payment on your client's account is \$639.19.

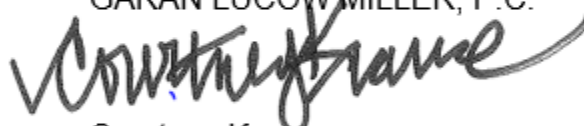
The new monthly payment of \$639.19 has been retroactively applied to your client's account beginning August 6, 2020. The City Manager has approved the removal of one penalty from the account per calendar year as permitted by the City ordinance. The following recalculated penalties have been removed from the account: \$203.04 for the penalty dated 5/23/23; \$436.17 for the penalty dated 10/25/22; and \$296.64 for the penalty dated 11/25/20. A penalty was not removed for 2021 because the City Manager had previously approved the removal of a penalty for 2021 that was already reflected on your client's account. Penalties were also removed for the July and August 2023 billing cycles after reapplication of the stormwater charges and payments for these months did not result in a delinquent balance. As discussed during the meeting, the City Manager and the Stormwater Board do not have the authority to remove an additional penalties from the account.

After removal of the penalties discussed above, and application of the new monthly payment of \$639.19, your client's account has a resulting credit of \$1,167.87. After deducting the September 2023 stormwater charge of \$639.19, your client's account has a current credit of \$528.68 (\$1,167.87- \$639.19) that may be applied toward the October 2023 stormwater billing.

If you have any questions regarding the findings discussed above, please contact me at ckrause@garanlucow.com or (313) 446-5522.

Very truly yours,

GARAN LUCOW MILLER, P.C.

A handwritten signature in black ink, appearing to read "Courtney Krause", written over the printed name.

Courtney Krause

Direct Dial: 313.446.5522

CK/

cc: Ebony Duff, eduff@garanlucow.com

RECALCULATED PENALTIES

8/6/2020-8/1/2023		Penalty Removed	
	Penalty Amount	Per CM	Posted
Penalty (5%)	No Penalty Credit		8/23/2023
Penalty (5%)	No Penalty Credit		7/24/2023
Penalty (5%)	\$2.11		6/23/2023
Penalty (5%)		\$203.04	5/23/2023
Penalty (5%)	\$236.97		4/26/2023
Penalty (5%)	\$207.86		3/23/2023
Penalty (5%)	\$204.54		2/28/2023
Penalty (5%)	\$164.36		1/25/2023
Penalty (5%)	\$163.11		12/22/2022
Penalty (5%)	\$161.93		11/23/2022
Penalty (5%)		\$436.17	10/25/2022
Penalty (5%)	\$393.58		9/26/2022
Penalty (5%)	\$381.41		8/25/2022
Penalty (5%)	\$369.83		7/25/2022
Penalty (5%)	\$321.78		6/23/2022
Penalty (5%)	\$508.20		5/24/2022
Penalty (5%)	\$490.58		4/25/2022
Penalty (5%)	\$449.32		3/23/2022
Penalty (5%)	\$434.51		2/23/2022
Penalty (5%)	\$420.40		1/25/2022
Penalty (5%)	\$406.96		12/27/2021
Penalty (5%)	\$394.16		11/23/2021
Penalty (5%)	\$398.69		10/27/2021

Penalty (5%)	\$386.28	9/22/2021
Penalty (5%)	\$374.47	8/26/2021
Penalty (5%)	\$363.21	7/29/2021
Penalty (10%)	\$623.59	6/25/2021
Penalty (10%)	\$508.79	5/27/2021
Penalty (10%)	\$404.43	4/30/2021
Penalty (10%)	Removed Per Cust	3/31/2021
Penalty (10%)	\$606.40	3/1/2021
Penalty (10%)	\$493.17	1/27/2021
Penalty (10%)	\$390.22	1/4/2021
Penalty (10%)	\$296.64	11/25/2020
Penalty (10%)	\$211.57	10/28/2020
Penalty (10%)	\$134.22	9/30/2020
Penalty (10%)	\$63.91	8/26/2020
TOTAL	\$10,670.56	

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

AGENDA OF: November 6, 2023

SUBJECT: Special Assessment District No. 708 and No. 710 - Unpaid Delinquent Exception Recommendations

DEPARTMENT: Finance/Treasury

SUMMARY: At the council meeting of October 2, 2023, City Council adopted Special Assessment Resolution No. 9 to confirm the roll with the exceptions of fourteen (attached hereto), which were removed temporarily for further review. City Council also adopted Special Assessment Resolution No. 10, setting the due date of November 14, 2023, together with the penalty of ten percent (10%) for Special Assessment District No. 708 Delinquent Utilities and Special Assessment District No. 710 Property Blight.

FINANCIAL STATEMENT:

RECOMMENDED ACTION: It is recommended that the unpaid invoice(s) belonging to the following parcel(s) be restored to the Special Assessment District No. 708 along with the original 10% penalty:

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

And the following parcel(s) be restored to the Special Assessment District No. 710 along with the original 10% penalty:

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

It is also recommended that the invoice(s) belonging to the following parcel(s) be removed from Special Assessment District No. 708 along with the original 10% penalty:

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

APPROVALS:

City Manager: _____ET_____

Department Director: __SC_____

Director of Finance: _SC_____

Budgeted: ☐

Legal: ____CK_____

EXHIBITS: Attached



CITY OF OAK PARK

Utility Billing Division

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

To: Erik Tungate, City Manager

From: Kevin VanDeWalle, Utility Billing Supervisor

Date: October 9, 2023

RE: Special Assessment District # 708 Unpaid Utility Invoices

At City Council's request, the Utility Billing Division has completed an investigation of the concerns voiced at the October 2, 2023 special assessment public hearing for unpaid invoices.

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

It is the opinion of the City of Oak Park Utility Billing Division that the following parcels be removed from the Special Assessment Roll # 708 Unpaid Utility Invoice.

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

It is the opinion of the City of Oak Park Utility Billing Division that the following parcels remain in the Special Assessment Roll # 708 Unpaid Utility Invoice.

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

Sincerely,

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



CITY OF OAK PARK

Utility Billing Division

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

October 5, 2023

9 Mile Stores LLC
4854 Faircourt Dr
West Bloomfield, MI 48322

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Service Address: 8130 Nine Mile Rd Oak Park MI 48237

Dear Henya Rachmiel:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2023 winter tax roll for property at 8130 Nine Mile Rd Parcel # 52-25-28-382-026.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 6, 2023, City Council Meeting.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
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Erik Tungate

October 5, 2023

Negib Sherif
21350 Ridgedale
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Dear Negib Sherif:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2023 winter tax roll for property at 21350 Ridgedale parcel # 52-25-31-429-011.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 6, 2023, City Council Meeting.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
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City Manager
Erik Tungate

October 5, 2023

9 Mile Stores LLC
4854 Faircourt Dr
West Bloomfield, MI 48322

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Service Address: 8136 Nine Mile Rd Oak Park MI 48237

Dear Henya Rachmiel:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2023 winter tax roll for property at 8136 Nine Mile Rd Parcel # 52-25-28-382-026.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 6, 2023, City Council Meeting.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

Mayor
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City Manager
Erik Tungate

October 5, 2023

Christopher Thorburn
14097 Lincoln
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Dear Christopher Thorburn:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2023 winter tax roll for property at 14097 Lincoln parcel # 52-25-19-402-009.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 6, 2023, City Council Meeting.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

October 5, 2023

9 Mile Stores LLC
4854 Faircourt Dr
West Bloomfield, MI 48322

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Service Address: 8138 Nine Mile Rd Oak Park MI 48237

Dear Henya Rachmiel:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2023 winter tax roll for property at 8138 Nine Mile Rd Parcel # 52-25-28-382-026.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the November 6, 2023, City Council Meeting.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
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Solomon Radner
Shaun Whitehead
City Manager
Erik Tungate

October 5, 2023

Callistus Onwenu
24320 Oneida
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Dear Callistus Onwenu:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 2, 2023, Oak Park City Council Meeting. Your objection was because you stated, in part, “Property is being rented, tenant has not paid the bill, will have tenant pay right away”.

Upon further review of the property at 24320 Oneida, parcel # 52-25-29-276-025 has an unpaid utility invoice for the tax roll amount of \$91.79 on February 28, 2023, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 6, 2023, City Council Meeting. You have till November 6, 2023, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 14, 2023.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Julie Edgar
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Shaun Whitehead
City Manager
Erik Tungate

October 5, 2023

Damian Lang
23860 Majestic
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Dear Damian Lang:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 2, 2023, Oak Park City Council Meeting.

Upon further review of the property at 23860 Majestic, parcel # 52-25-29-428-002 has an unpaid utility invoice for the tax roll amount of \$202.62 on February 28, 2023, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Unpaid utility bills are a lien on the property and roll to the property tax of the owner if left unpaid. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 6, 2023, City Council Meeting. You have till November 6, 2023, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 14, 2023.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

October 5, 2023

Trustee Prime Protector LLC
3225 Mcleod Dr STE 777
Las Vegas, NV 89121

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Dear Property Owner:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 2, 2023, Oak Park City Council Meeting. Your objection was because you stated, in part, “I’ve been out of town, no one on premises to take care of property. I am unemployed and have no means of paying tickets. I’ve also sought assistance from Olsha”.

Upon further review of the property at 21111 Kipling, parcel # 52-25-31-476-020 has an unpaid utility invoice for the tax roll amount of \$3,533.16 on February 28, 2023, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 6, 2023, City Council Meeting. You have till November 6, 2023, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 14, 2023.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

October 5, 2023

Yvonne Burgess
23421 Cloverlawn
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Dear Yvonne Burgess:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 2, 2023, Oak Park City Council Meeting. Your objection was because you stated, in part, “Not working no income”.

Upon further review of the property at 23421 Cloverlawn, parcel # 52-25-30-404-034 has an unpaid utility invoice for the tax roll amount of \$359.45 on February 28, 2023, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Unpaid utility bills are a lien on the property and roll to the property tax of the owner if left unpaid. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 6, 2023, City Council Meeting. You have till November 6, 2023, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 14, 2023.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

October 5, 2023

Michaelyn Roberson
21900 Harding
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Dear Michaelyn Roberson:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 2, 2023, Oak Park City Council Meeting. Your objection was because you stated, in part, “I am writing to protest the 10% penalty that is being assessed on my property for unpaid water bill. I have faced tremendous hardship this year and I am working to recover from it. I have recently made a payment and I plan to make payments 2 times per month to pay off the balance. I cannot afford additional fees as I am currently unemployed”.

Upon further review of the property at 21900 Harding, parcel # 52-25-31-154-008 has an unpaid utility invoice for the tax roll amount of \$76.65 on February 28, 2023, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Unpaid utility bills are a lien on the property and roll to the property tax of the owner if left unpaid. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 6, 2023, City Council Meeting. You have till November 6, 2023, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 14, 2023.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

October 5, 2023

Kim Brantley
21111 Kipling
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Dear Kim Brantley:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 2, 2023, Oak Park City Council Meeting. Your objection was because you stated, in part, “I’ve been out of town, no one on premises to take care of property. I am unemployed and have no means of paying tickets. I’ve also sought assistance from Olsha”.

Upon further review of the property at 21111 Kipling, parcel # 52-25-31-476-020 has an unpaid utility invoice for the tax roll amount of \$3,533.16 on February 28, 2023, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 6, 2023, City Council Meeting. You have till November 6, 2023, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 14, 2023.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

October 5, 2023

Kaba Youssouf
23000 Eastwood
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Dear Kaba Youssouf:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 2, 2023, Oak Park City Council Meeting. Your objection was because you stated, in part, “Need more time to pay this bill before adding to my tax bill and why is my bill high all the time when I’m using less water”.

Upon further review of the property at 23000 Eastwood, parcel # 52-25-29-376-014 has an unpaid utility invoice for the tax roll amount of \$704.39 on February 28, 2023, as of the date on this letter. Regarding your concern about the high balance, every time a utility bill goes unpaid, this balance is carried forward every month which includes 5% late fees. The property owner is held accountable for payment of any delinquent outstanding utility bills. Unpaid utility bills are a lien on the property and roll to the property tax of the owner if left unpaid. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 6, 2023, City Council Meeting. You have till November 6, 2023, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 14, 2023.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

October 5, 2023

Regine Stevens
13011 Oak Park Blvd
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 708 Unpaid Utility Invoices

Dear Regine Stevens:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the October 2, 2023, Oak Park City Council Meeting. Your objection was because you stated, in part, “I need additional time to pay my water bill. I have been trying to catch up for sometime”.

Upon further review of the property at 13011 Oak Park Blvd, parcel # 52-25-29-330-005 has an unpaid utility invoice for the tax roll amount of \$626.46 on February 28, 2023, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Unpaid utility bills are a lien on the property and roll to the property tax of the owner if left unpaid. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the November 6, 2023, City Council Meeting. You have till November 6, 2023, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on November 14, 2023.

Sincerely,

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





CITY OF OAK PARK

Municipal Services Department

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

To: Erik Tungate, City Manager

From: Daniel Fairless, Building and Ordinance Administrator

Date: October 9, 2023

Subject: Special Assessment District #710 Unpaid Property Blight Invoices

At the request of City Council, the Municipal Services Department has completed an investigation of the concerns voiced at the October 2, 2023 special assessment public hearing for unpaid invoices.

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

Based on the results of the investigation, I recommend placing both of the two unpaid invoices back on the Special Assessment Rolls for the November 6, 2023 City Council Meeting.

This completes the investigation of the property owners who expressed concerns relating to their unpaid invoices at the October 2, 2023 public hearing.

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

Thank you.