

Oak Park

City Council Agenda

October 5, 2020





AGENDA
REGULAR CITY COUNCIL MEETING
38th CITY COUNCIL
OAK PARK, MICHIGAN
October 5, 2020
7:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

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

- A. Regular Council Meeting Minutes of September 21, 2020
- B. Request to approve invoices from Materials Testing Consultants, Inc. for material testing on the 9 Mile Pocket Parks Projects (\$5,899.55) and the 2019 Water Main Replacement Project (\$3,802.20) for the total amount of \$9,701.75.
- C. Parks and Recreation Commission Meeting Minutes of August 19, 2020
- D. Licenses New and Renewals submitted for October 5, 2020

5. RECOGNITION OF VISITING ELECTED OFFICIALS

6. SPECIAL RECOGNITION/PRESENTATIONS: None

7. PUBLIC HEARINGS:

- A. Public Hearing to receive public comments regarding the request by River Rouge Brewing Co. LLC/Edward P. and Martha Stencel, 14401 W. 11 Mile, for the issuance of a License Permitting the Consumption of Alcoholic Liquor on the Premises of a Microbrewery
- B. Resolutions approving issuance of a Microbrewing License to River Rouge Brewing Co. at 14401 W. 11 Mile, Oak Park Michigan 48237
- C. Public Hearing to receive comments on the request of Oak Park Investment Group, LLC for an Obsolete Property Rehabilitation Act exemption for property located at 13200 Oak Park Blvd, Oak Park, MI

8. COMMUNICATIONS: None

9. SPECIAL LICENSES: None

10. ACCOUNTING REPORTS: None

11. BIDS: None

12. ORDINANCES: None

13. CITY ATTORNEY:

14. CITY MANAGER:

Administration

- A. Virtual Public Meeting Update

Department of Public Works

- B. Request to approve Proposed Change Order No. 1 for the amount of \$3,558.50 and Payment Application No. 1 for the amount of \$26,434.60 to American Fence Co. of Warren, MI for the 2020 Decorative Fence Project

Finance

- C. Fourth Quarter FY 2019-20 Investment Report

Economic Development

- D. Resolution approving the COVID-19 Business Assistance Package- Phase II

15. CALL TO THE AUDIENCE

Each speaker's remarks are a matter of public record; the speaker, alone, is responsible for his or her comments and the City of Oak Park does not, by permitting such remarks, support, endorse or accept the content, thereof, as being true or accurate. "Any person while being heard at a City Council Meeting may be called to order by the Chair, or any Council Member for failure to be germane to the business of the City, vulgarity, or personal attacks on persons or institutions." There is a three minute time limit per speaker.

16. CALL TO THE COUNCIL**17. ADJOURNMENT**

The City of Oak Park will comply with the spirit and intent of the American with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. Accommodations to participate at a Council Meeting will be made with 7-day prior notice.



**CITY OF OAK PARK, MICHIGAN
REGULAR COUNCIL MEETING OF THE
38th OAK PARK CITY COUNCIL
September 21, 2020
7:00 PM**

MINUTES

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

PRESENT: Mayor McClellan, Mayor Pro Tem Burns, Council Member Radner, Council Member Weiss, Council Member Edgar

ABSENT: None

OTHERS

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

APPROVAL OF AGENDA:

CM-09-279-20 (AGENDA ITEM #3) ADOPTION OF THE AGENDA AS AMENDED – APPROVED

Motion by Weiss, seconded by Radner, CARRIED UNANIMOUSLY, to approve the agenda with the following addition:

- Add Item #17 – Closed Session

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-09-280-20 (AGENDA ITEM #5A-D) CONSENT AGENDA - APPROVED

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

- A. Regular Council Meeting Minutes of September 8, 2020 **CM-09-281-20**
- B. Special Council Meeting Minutes of September 8, 2020 **CM-09-282-20**
- C. Request to approve Payment Application No. 1 in the amount of \$131,306.46 to Michigan Joint Sealing, Inc. of Farmington Hills, MI for the 2020 Joint and Crack Sealing Project, M-698 **CM-09-283-20**
- D. Licenses New and Renewals submitted for September 8, 2020 **CM-09-284-20**

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS: None

PUBLIC HEARINGS: None

COMMUNICATIONS: None

SPECIAL LICENSES:

CM-09-285-20 (AGENDA ITEM #9A) SPECIAL EVENT REQUEST – STREET CORNER MUSIC, LTD – APPROVED

Motion by Weiss, seconded by Radner, CARRIED UNANIMOUSLY, to approve the following Special Event request subject to all departmental approvals:

Name	Event	Fee
Street Corner Music, LTD 26020 Greenfield	Albany Street Block Party September 26, 2020 9:00 a.m. – 6:00 p.m.	Application fee paid

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

MOTION DECLARED ADOPTED

ACCOUNTING REPORTS:

CM-09-286-20 (AGENDA ITEM #10A) PAYMENT OF AN INVOICE SUBMITTED BY THE LAW OFFICES OF HOWARD L. SHIFMAN, P.C. FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$18,000.00 - APPROVED

Motion by Weiss, Seconded by Burns, CARRIED UNANIMOUSLY, to approve payment of invoice #13950 to Howard L. Shifman, P.C. for legal services from October 1, 2020 – December 31, 2020 in the total amount of \$18,000.00.

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

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES: None

CITY ATTORNEY: No report

CITY MANAGER:

(AGENDA ITEM #14A) Water and Sewer Rate Project Update. Assistant City Manager Yee provided an update regarding the Water and Sewer Rate Project.

(AGENDA ITEM #14B) Election Update. Election Director Vecchio provided an update on the upcoming November General Election.

(AGENDA ITEM #14C) 2020 Wellness Challenge Winners. Human Resources Director Burke announced the winners of the city's Wellness Challenge.

CLOSED SESSION

CM-09-287-20 (AGENDA ITEM #17) REQUEST TO CONVENE A CLOSED SESSION TO DISCUSS PENDING LITIGATION REGARDING OAK PARK CROWN POINTE, LLC V CITY OF OAK PARK - APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to convene a Closed Session to discuss pending litigation regarding Oak Park Crown Pointe, LLC v City of Oak Park.

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

MOTION DECLARED ADOPTED

The Closed session convened at 8:07 p.m. and the regular meeting reconvened at 8:37 p.m.

APPROVAL OF CLOSED SESSION MINUTES

CM-09-288-20 REQUEST TO APPROVE THE CLOSED SESSION MINUTES OF SEPTEMBER 21, 2020 - APPROVED

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve the Closed Session minutes of September 8, 2020.

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

MOTION DECLARED ADOPTED

ADDITIONAL CITY COUNCIL BUSINESS IF NEEDED

**CM-09-289-20 RESOLUTION APPROVING SETTLEMENT WITH OAK PARK
CROWN POINTE, LLC MICHIGAN TAX TRIBUNAL DOCKET
NOS. 18-003490-R, 19-002261-TT, AND 20-000954-TT - APPROVED**

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the following resolution rejecting offer of settlement and approving costs for appraisal Michigan Tax Tribunal Docket No. 19-002261:

**CITY OF OAK PARK
RESOLUTION APPROVING SETTLEMENT WITH OAK PARK CROWN POINTE, LLC
MICHIGAN TAX TRIBUNAL DOCKET NOS. 18-003490-R, 19-002261-TT, AND 20-000954-TT**

WHEREAS, Oak Park Crown Pointe, LLC, the owner of property parcel no. 52-25-19-301-014, commonly known as 25900 Greenfield, filed Petitions before the Michigan Tax Tribunal with respect to the 2018, 2019 and 2020 tax years that are currently pending as MTT Docket Nos. 18-003490-R, 19-002261-TT, and 20-000954-TT disputing the true cash value of the parcel;

WHEREAS, the City of Oak Park desires to resolve the dispute with an agreement that resolves the 2018, 2019 and 2020 tax years whereby the parties would dismiss the appeal with respect to the 2018 tax year, and agree that the true cash value of the property for tax years 2019 and 2020 is \$9,000,000.00, and the taxable value/state equalized value is \$4,500,000.00. As additional consideration for the agreement, Oak Park Crown Pointe, LLC shall issue payment to the City of Oak Park of \$30,000.00, representing reimbursement for its costs and fees incurred in the pending appeals.

NOW, THEREFORE, BE IT RESOLVED, by the City Council for the City of Oak Park, Oakland County, Michigan, that:

1. Counsel for the City of Oak Park is authorized to resolve petitions filed by Oak Park Crown Pointe, LLC in the Michigan Tax Tribunal with respect to the 2018, 2019 and 2020 tax years that are currently pending as MTT Docket Nos. 18-003490-R, 19-002261-TT, and 20-000954-TT with an agreement to dismiss the 2018 appeal in its entirety, and an agreed upon true cash value of \$9,000,000.00/ \$4,500,000.00 assessed value for property parcel no. 52-25-19-301-014, in conjunction with Oak Park Crown Pointe, LLC's agreement to issue payment to the City of Oak Park of \$30,000.00.

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

MOTION DECLARED ADOPTED

ADJOURNMENT:

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

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: October 5, 2020

AGENDA #

SUBJECT: Payment requests from Material Testing Consultants Inc. for material testing on the water main and pocket park construction projects.

DEPARTMENT: Technical & Planning – Engineering *KJY*

SUMMARY: Attached are invoices 0060818 and 0060819 from Materials Testing Consultants, Inc. for material testing on the 9 Mile Pocket Parks Projects as well as the 2019 Water Main Replacement Project. The total amount due on these invoices is \$9,701.75.

RECOMMENDED ACTION: It is recommended that the invoices from Materials Testing Consultants, Inc. for material testing on the 9 Mile Pocket Parks Projects (\$5,899.55) and the 2019 Water Main Replacement Project (\$3,802.20) be approved for the total amount of \$9,701.75. Funding is available in the Major Street Fund No. 202-18-479-970 and the Water and Sewer Fund No. 592-18-538-970.

APPROVALS:

City Manager: _____ *ET* _____

Department Director: _____ *KJY* _____

Finance Director: _____ *SC* _____

Legal: _____ *N/A* _____

EXHIBITS: Invoices

Invoice

MATERIALS TESTING CONSULTANTS, INC.
693 PLYMOUTH NE
GRAND RAPIDS MI 49505
(616) 456-5469



November 22, 2019

Project No: 191044.1

Invoice No: 0060818

Revised: September 15, 2020

CITY OF OAK PARK
14300 OAK PARK BLVD
OAK PARK MI 48237
ATTN: MR. DAN SAMUEL

Project 191044.1 CITY OF OAK PARK, POCKET PARKS
CONSTRUCTION MATERIALS TESTING
Professional Services from October 1, 2019 to October 31, 2019
Professional Personnel

	Hours	Rate	Amount	
PROJ. ENGR/GEO/ENV PROF	3.80	120.00	456.00	
FIELD/LAB/SST MGR	4.30	110.00	473.00	
TECHNICIAN I	51.60	58.00	2,992.80	
Totals	59.70		3,921.80	
Total Labor				3,921.80

Unit Billing

CONCRETE COMPRESSION, PER CYLINDER, C39

63.0 TESTS @ 19.00 1,197.00

MILEAGE

780.75

Total Units

1,977.75

1,977.75

Total this Invoice

\$5,899.55

Terms: Net 30 days. 1.5% interest per month on all past due amounts.

Invoice

MATERIALS TESTING CONSULTANTS, INC.
693 PLYMOUTH NE
GRAND RAPIDS MI 49505
(616) 456-5469



November 22, 2019

Project No: 191044.0

Invoice No: 0060819

CITY OF OAK PARK
14300 OAK PARK BLVD
OAK PARK MI 48237
ATTN: JENNIFER WILSON

Project 191044.0 CITY OF OAK PARK-WATER MAIN REPLACEMENT
CONSTRUCTION MATERIALS TESTING, PN#14239

Professional Services from October 1, 2019 to October 31, 2019

Professional Personnel

	Hours	Rate	Amount	
PROJ. ENGR/GEO/ENV PROF	3.20	120.00	384.00	
FIELD/LAB/SST MGR	1.80	110.00	198.00	
TECHNICIAN I	36.00	58.00	2,140.20	
Totals	41.00		2,722.20	
Total Labor				2,722.20

Unit Billing

MILEAGE

600.00

NUCLEAR DENSITY GAUGE

8.0 DAYS @ 60.00

480.00

Total Units

1,080.00

1,080.00

Total this Invoice

\$3,802.20

Terms: Net 30 days. 1.5% interest per month on all past due amounts.



CITY OF OAK PARK

Department of Recreation

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

Parks and Recreation Commission

PARKS AND RECREATION COMMISSION REGULAR MEETING: August 16, 2020, Zoom Meeting

- I. Meeting called to order at 7:05 p.m. by Vice Chair – Andrew Cissell.
- II. Members present: Andrew Cissell, Juanita Bell, Theresa Henderson, Beverly Wiggins, and Alexander Simpson
Members absent: Patrick North, Mickey Alderman, Dwight Thomas, Diane Spiller
Staff members present: Laurie Stasiak
Councilmembers present: Councilmember Edgar
- III. Approval of Agenda for August 16, 2020.
Motion by Beverly Wiggins to ACCEPT.
Seconded by Alexander Simpson
PASSED.
- IV. Approval of minutes of Parks and Recreation Commission Meeting of July 15, 2020.
Motioned by Alexander Simpson to ACCEPT.
Seconded by Juanita Bell
Passed
- V. Council updates:
Discussion on the dog park tours that the Parks and Recreation Commissioners took of other communities in the area. Tours were held on July 22 to Ferndale and Hazel Park and August 5 to Royal Oak, Troy and Oakland County's Red Oaks Dog Park in Madison Heights. Good examples and ideas to be considered for our own Dog Park.

Also discussed were several new animal ordinances being reviewed by Council:

1. To ensure the humane treatment of animals, the broad prohibition against puppy mills, and similar sales of dogs, cats, ferrets, and rabbits.
2. To allow for the keeping of raising chickens the city would implement a pilot program allowing residents to apply for a permit to obtain a maximum of three hens, with a maximum of five annual permits to be issued by the City during the pilot program on a first come first serve basis.
3. Incorporating a procedure for judicial proceedings regarding dangerous dogs
4. Provide a waiver of animal licensing fees for guide or leader dogs; dogs used by law enforcement agencies; and temporary foster cats, in addition to dogs, for a period not to exceed 180 days.

VI. Recreation Updates – Laurie Stasiak, Recreation Director

a. **Farmers Market:** We have hit the half way mark for the farmers market here in Oak Park! We had added another vendor bringing the total number of vendors to 16 with guest appearances by three other organizations such as MOGO, the Census and Kiwanis. The vendors have expressed their enthusiasm at being in the high school parking lot and that it makes it easier for setting up, tearing down and increased ease for the public to shop.

Our food assistance dollar amounts have exceeded our totals already from 2019 season.

The WIC special event days went smoothly and without incident. The numbers of clients coming to redeem their coupon books were down, but according to the Oakland County WIC Supervisor, Lisa Banks, she believes it was due to the Covid fear.

The high school is very pleased to have us as a partner in this endeavor. They have been very supportive and helpful.

Power of Produce and Project Play

Both programs have been a huge success, **maxing out** on the number of participants allowed.

- 75 families per week for 4 weeks of programming for Project Play
- 75 participants for each week of Power of Produce for 6 weeks of programming for both seniors and children.

We are grateful to Humana and Beaumont for their sponsorship of these extra programs! A special thanks goes out to **Joyful Tot's Development Center and InTrust Builders** for sponsoring the FREE children's books that were given to the Power of Produce children!

Yoga in the Park:

Yoga in the park began Wednesday August 19 at 11:30 am and runs till 12:15 pm. We will be having this class every Wednesday for 4-5 weeks. Rachel Ekert is an Oak Park resident and a personal fitness trainer as well as a yoga instructor. Participants meet in the grassy area between the Library and City Hall.

Drive Thru Boo Bash!

Plans are underway to re-think and redesign the Boo Bash. The event will be an outside event this year with participants remaining in their cars and driving through the stations and displays. Plans are still in the designing stages. We anticipate only being able to accommodate 250-300 cars total in the three hour timeframe.

Virtual class programming is in the works for our senior population to include: Yoga, Chair Yoga, cooking demonstrations/instruction, Zumba and more!

b. David Pitts, Recreation Coordinator responsible for Adult and Youth Athletics, returned from furlough on August 3.

Upcoming programs include:

- Adult Kickball Tournament will be held on Saturday, August 29th. We currently have three teams registered and are still recruiting for more.

- Adult Kickball League starting on Friday, September 11 and Monday, September 14 at the Shepherd Park fields.
- Adult Softball Home Run Derby - In an effort to promote Oak Park softball, we will be running a home run derby for men, women, and seniors on 9/19 from 2 – 4 pm. \$10 for 10 pitches.
- Youth Sports Clinics - We are running 6 youth skills and drills clinics -youth baseball, girls' softball, and basketball clinics beginning in September. These clinics will be free and hold a maximum of 15 participants, to allow safe social distancing.
- Virtual 5k - Oak Park Recreation is partnering with MPARKS on their virtual 5k. There is a 50/50 revenue split between Oak Park and MPARKS, which will benefit Oak Park recreation programs as well as local parks.

VII. Old Business:

a. Dog Park Discussion

Tours of area dog parks were scheduled:

July 22 – Ferndale and Hazel Park

August 5 – Royal Oak, Troy and Red Oaks in Madison Heights

Recreation Director Stasiak, provided Commissioners with webinar information to join:

Unleashed: Off-leash Dog Park Design Trends and Planning Tips. Some of the Commissioners watched it and commented on the information for the rest of the group. Comments included; done well and very informative.

Discussion on some important features to consider; size, play features, benches, rules and locations in Oak Park. Parks considered in the discussion were Shepherd Park and Lessenger Park.

VIII. New Business:

- a. Boo-tification Awards: flyer and rules and regulation were looked over for the second annual Boo-tification Awards. Deadline for nominations is October 8, judging to take place the week of October 12 with winners notified on October 20.
Best Friends Child Care is back as our sponsor for this event.
- b. Next meeting will be held outdoors to safely social distance at Lessenger Park to evaluate options at Lessenger Park for a Dog Park.

IX. Announcements

- X. Motion to ADJOURN meeting by Beverly Wiggins
Seconded by Alexander Simpson
Motion APPROVED.
Meeting ADJOURNED at 7:57 p.m.

Respectfully submitted by Laurie Stasiak, Recreation Director.

Next meeting: September 16, 2020, at 7 p.m.

MERCHANT'S LICENSES - OCTOBER 5TH, 2020

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
WING SNOB	24740 GREENFIELD	\$ 150.00	QUALITY SERVICE FAST CASUAL FOOD

RENEWALS	ADDRESS	FEES	BUSINESS TYPE
AUTO METAL CRAFT	10230 CAPITAL	\$ 187.50	PROTOTYPE STAMPING
AUTO METAL CRAFT	10240 CAPITAL	\$ 187.50	PROTOTYPE STAMPING
STONE FOR YOU	10700 CAPITAL	\$ 150.00	STONE FABRICATION/INSTALLATION
WURTH BAER SUPPLY CO	13390 CLOVERDALE	\$ 225.00	WHOLESALE DISTRIBUTOR TO THE WOODWORKING INDUSTRY
REVOLUTION CHAMPIONSHIP MARTIAL ARTS	21020 COOLIDGE	\$ 150.00	MARTIAL ARTS SCHOOL
MECO METALS COMPANY	21430 COOLIDGE	\$ 150.00	METAL DISTRIBUTOR
GOLD STAR PRODUCTS	21680 COOLIDGE	\$ 225.00	KITCHEN & RESTAURANT SUPPLIES
8 MILE SMOKE & VAPE	15180 EIGHT MILE	\$ 150.00	SMOKE & VAPE WHOLESALE COMPANY
TOTAL ONE RESOURCES	23300 GREENFIELD 122	\$ 225.00	BEHAVIOR HEALTH & HUMAN RESOURCES
NAILS BY SLIIM	23300 GREENFIELD 225	\$ 187.50	NAIL SERVICES
LIFE SKILLS RESIDENTIAL	25640 LINCOLN TERRACE	\$ 150.00	PROFESSIONAL SERVICES
DR. BENAY DABNEY	10300 NINE MILE	\$ 150.00	GENERAL DENTAL CARE

TO: The Oak Park City Council

FROM: Erik Tungate, City Manager

DATE: September 29, 2020

RE: Approval of the Microbrewery License Application for River Rouge
Brewing Company, LLC (Edward P. Stencel and Martha Stencel) 14401 W. 11
Mile

PURPOSE(S) OF ACTION:

To consider the approval of the issuance of a Microbrewery License for the above-described establishment.

BACKGROUND/KEY ISSUES/CONTRIBUTING FACTORS:

Chapter 6, captioned Alcoholic Liquor, Article III, entitled Regulation of On-the-Premises Consumption of the Code of Ordinances in Section 6-54. - Licensing policy, specifies that an applicant for a license must obtain approval from both the State of Michigan and the City of Oak Park, that new licenses and transfers of licenses into the City require the prior approval of the City Council and that no person shall engage in the business of selling alcoholic liquor for consumption on the premises in the City of Oak Park, Michigan without first obtaining a special land use approval, as required by the Zoning Act and entering into a contract with the City.

Sec. 6-56. - Application for license, outlines the process for obtaining a Microbrewery License from the City.

Sec. 6-58. - Review procedures, requires that the City Clerk distribute an application for a Microbrewery License to the appropriate departments for certifications by the Director of Technical and Planning Services that the building or structures to which the License will apply meet all applicable building and property maintenance codes or that acceptable building plans for work which will satisfy all such codes have been submitted, that the location is appropriately zoned for the proposed use and that any required zoning approvals, including site plan approval, have been applied for or obtained and certification by the Director of Public Safety that the proposed Licensee(s) is/are of good moral character and that the Licensed Premises are in compliance with all applicable fire safety regulations. In addition, given that Subsection (c) (17) specifies that one of the review factors to be considered when analyzing a request for a license or related permit(s) is whether the applicant is delinquent on any taxes or other payment obligations to the City, as part of its review process the Administration requires certification from the Finance Director or their designee that the proposed Licensee(s) is not in default on any obligations due the municipality and/or Oakland County (for anything that was transferred by the City to the County for collection).

Further, Subsection (b) (1) of Sec. 6-58 provides that when a completed application and fee have been received, the city council shall schedule a public hearing to consider the request for a new

license and related permit(s). Subsection (e) then specifies that after review by staff and recommendation, and a public hearing, if the City Council is satisfied that the establishment or operation will provide a benefit to the City and constitute an asset to the community, it will adopt a resolution granting approval, subject to the satisfaction of any conditions stated in the resolution. Approval of the license shall be conditioned on any necessary remodeling or new construction for the use of the license be completed within six (6) months of the action of the City Council or the Michigan Liquor Control Commission approving such license, whichever last occurs. Any unusual delay in the completion of such remodeling or construction may subject the license to revocation. The Ordinance also includes provisions addressing the issuance of entertainment permits along with other regulatory provisions.

Sec. 1930 of the Zoning Ordinance addresses Microbrewery's and provides that such establishments may be permitted in certain zoning districts upon review of a special land use request by the Planning Commission. At its meeting held on March 9, 2020 the City of Oak Park Planning Commission approved the Request of River Rouge Brewing Company, LLC (Edward P. and Martha Stencel) located at 14401 W. 11 Mile for Special Land Use to Operate a Microbrewery.

River Rouge Brewing Company, LLC has applied to the Michigan Liquor Control Commission for a Micro Brewer License at 14401 W. 11 Mile which is subject to City Council approval of its application. Prior to issuing a Micro Brewer License the Liquor Control Commission pursuant to MCL 436.1501 requires local government approval in the form of a resolution from the local legislative body. In addition, as outlined above, the Applicant has filed the requisite documents as confirmed in the attached Microbrewery License Requirements Checklist to seek the issuance of a license by the City permitting the operation of a microbrewery on the premises.

As stated previously, pursuant to Sec. 6-58 of the Code, when a completed application has been received the City Council shall schedule a public hearing to consider the request for a new license and related permit(s). In reference to the Application from River Rouge Brewing Company, LLC located at 14401 W. 11 Mile we are requesting that the Public Hearing on the Application be held at the October 5, 2020 Regular Meeting at 7:00 P.M. or as soon thereafter as the matter may be heard.

It is the recommendation of the Administration, subject to any comments, conditions, and/or explanations contained in the Microbrewery License Requirements Checklist which are incorporated and/or specified in the attached proposed Resolution Approving the Application of River Rouge Brewing Company, LLC (Edward P. and Martha Stencel) for the establishment, located at 14401 W. 11 Mile for a Microbrewery License that at the conclusion of the Public Hearing after analyzing the review factors specified in Sec. 6-58 (c) of the Code that (unless evidence is presented that would serve as a basis for denial of the issuance of the license(s)/permit(s)) the City Council adopt resolutions approving the issuance of the licenses by both the Michigan Liquor Control Commission and the City of Oak Park.

SUPPORTING DOCUMENTATION/INFORMATION ATTACHED:

1. Requirements Checklist for a Microbrewery License

2. Proposed Local Government Approval Resolution for the Michigan Liquor Control Commission
3. Proposed Resolution Approving the Application of River Rouge Brewing Company, LLC (Edward P. and Martha Stencel) for the establishment, located at 14401 W. 11 Mile for a City of Oak Park Microbrewery License.

xc: T. Edwin Norris, City Clerk
Kimberly Marrone, Director of the Department of Community and Economic Development

CITY OF OAK PARK, MICHIGAN

**REQUIREMENTS CHECKLIST FOR A LICENSE PERMITTING
THE CONSUMPTION OF ALCOHOLIC LIQUOR ON THE PREMISES
OF A RESTAURANT OPERATION OR A MICROBREWERY**

The following checklist is intended to assist the elected and appointed representatives of the City of Oak Park, Michigan in determining whether an applicant for a License Permitting the Consumption of Alcoholic Liquor On the Premises of a Restaurant Operation or a Microbrewery (hereinafter referred to as License) from the municipality has provided all of the required documentation and/or information as specified in the City's License Application Process and pursuant to **Article III, Sections 6-51 – 6-68** and **Ordinance No. O-13-597 (Zoning Ordinance) of the Code of Ordinances, City of Oak Park, Michigan.**

City of Oak Park License Application No.: 03-2020

Name of Establishment Applying for a License: River Rouge Brewing Company LLC

Name of Applicant and/or its Principals/Shareholders: Edward P. Stencel and Martha Stencel

Location: 14401 W. 11 Mile

Remittance of Application Fees

- ☒ New On-Premises Consumption or Full Transfer of Ownership: \$800.00
- ☐ Adding Additional Owners to a License for On-Premises Consumption: \$200.00
- ☐ Special Land Use Site Plan Review: \$600.00
- ☒ Background Check: \$75.00
- ☐ Annual Renewal: \$250.00

B. Distance Compliance Certification

- ☒ Issued ☐ Pending

C. Request for Special Land Use to Operate a Restaurant that Serves Alcoholic Liquor or a Microbrewery

- ☒ Approved by the City of Oak Park Planning Commission at its meeting held on March, 9, 2020.

D. Submission and Review of Background Check Information

- ☒ Investigation Completed by Representatives of the Department of Public Safety on October 1, 2020.
- ☒ Investigation Confirmed that there are No Issues that Preclude the Issuance of a Tavern License in the Name of the Applicant

E. Application(s)

- ☒ Complete in All Appropriate/Requisite Sections
- ☒ Signed, Dated and Notarized

F. Proof of Possession of Property

- ☐ Deed ☐ Land Contract
- ☒ Lease ☐ Assignment of Lease
- ☐ Sublease ☐ Bill of Sale and/or Lease for Equipment/Furniture/Fixtures

- G. Business Entity/Organization/Structure Documents**
- ☐ Corporation (Copy of Articles of Incorporation Attached to Application)
 - ☐ Partnership (General or Limited – Full Names, Dates of Birth and Home Addresses of All Partners and Copy of Articles of Partnership/Agreement Attached to Application)
 - ☐ Sole Proprietorship (If Doing Business Under an Assumed Name a Copy of the D/B/A Certificate was Attached to the Application)
 - ☒ Other (i.e. LLC – Details Provided as Required in License Application)
- H. Financial Qualifications/Information**
- ☐ Copy of Loan Document(s)/Affidavits Detailing the Sources of Funding for Business
 - ☒ Information Provided Concerning Source of Funding for Acquisition/Opening/Operating the Licensed Business
- I. Management Information**
- ☒ Provided Name, Address and Telephone Number of Individual Who Will Serve as the Manager of the Licensed Business
 - ☒ Provided Name, Address and Telephone Number of Individual Who is Authorized to Sign Checks and Pay Bills in Connection with the Operation of the Licensed Business
- J. Description of Proposed Facilities in Some Detail**
- ☐ Detail Provided Including Square Footage, Seating Capacity, Parking Capacity, Etc.
 - ☒ Copy of Site Plan (If Necessary) and Description/Diagram (Detailed Floor Plan) of the Premises
- K. Dancing or Entertainment**
- ☒ Yes - Description of Planned Entertainment: Live Music and DJs on the weekends. Pursuant to state law and/or local ordinance(s), Applicant is required to obtain any permit(s) for dancing/entertainment required by the Michigan Liquor Control Commission and must maintain a dance floor that is not less than 100 square feet, is well defined and without tables, chairs, or other obstacles while customers are dancing. **Authorizing dancing at the venue does not allow topless activity or adult entertainment of any kind.**
 - ☐ No
- L. Status of City of Oak Park Business License**
- ☐ Applicant has Current Valid City Business License(s) as Required Based on Business Activity
 - ☒ Applicant has Submitted an Application for a Business License(s)
 - ☐ Applicant is Current on All Applicable Business License(s) Fees
- M. X Applicant, and/or its Principals/Shareholders are Not in Default on Any Obligations Due the City of Oak Park and/or Oakland County**
- ☐ Personal Property Taxes
 - ☐ Real Property Taxes
 - ☐ Special Assessments
 - ☐ Sewer and Water

N. **Documents Submitted by Applicant Pursuant to Section 20 of the City of Oak Park,
Michigan License Application**

- ☐ Spousal Affidavit (For each Applicant if Applicable)
- ☒ Certificate of Liquor Liability Insurance
- ☒ Verification of Compliance with Michigan Liquor Control Commission Mandatory Server Training Requirements
- ☒ Contract with the City of Oak Park
- ☒ Record of Any Previous Liquor License Complaint Violations
- ☐ Current Valid License(s)/Permit(s) from Appropriate County, State or Federal Governments Authorizing Service of Food at the Establishment

DEPARTMENTAL CERTIFICATIONS REQUIRED BY SECTION 6-58 (a) OF THE CODE OF ORDINANCES, CITY OF OAK PARK, MICHIGAN OR THE CITY ADMINISTRATION

City of Oak Park License Application No.: 03-2020

Name of Establishment Applying for a License: River Rouge Brewing Company LLC

Name of Applicant and/or its Principals/Shareholders: Edward P. Stencel and Martha Stencel

Location: 14401 W. 11 Mile

DEPARTMENT OF TECHNICAL AND PLANNING

Certification that the buildings or structures to which the License will apply meet all applicable building and property maintenance codes or that acceptable building plans for work which will satisfy all such codes have been submitted and the proposed Licensed Premises is appropriately zoned for the use and that any required zoning approvals, including site plan approval, have been applied for or obtained.

☐ Recommended for Approval

☒ Recommended for Approval with Comments/Conditions/Explanations:

Conditional approval upon obtaining a business license prior to opening

Conditional approval upon obtaining a certificate of occupancy prior to opening

☐ Not Recommended for Approval

Robert Barrett

(Print Name) Robert Barrett

Director of the Department of Technical and Planning or Their Designee

Date: September 30, 2020

DEPARTMENTAL CERTIFICATIONS REQUIRED BY SECTION 6-58 (a) OF THE CODE OF ORDINANCES, CITY OF OAK PARK, MICHIGAN OR THE CITY ADMINISTRATION

City of Oak Park License Application No.: 03-2020

Name of Establishment Applying for a License: River Rouge Brewing Company LLC

Name of Applicant and/or its Principals/Shareholders: Edward P. Stencel and Martha Stencel

Location: 14401 W. 11 Mile

DEPARTMENT OF PUBLIC SAFETY

Certification that the proposed Licensee(s) are of good moral character and the Proposed Licensed Premises are in compliance with all applicable fire safety regulations.

☐ Recommended for Approval

☒ Recommended for Approval with Comments/Conditions/Explanations:

Final approval contingent upon a fire safety inspection, which will be conducted upon building renovation.

☐ Not Recommended for Approval

Thaddeus Kozlowski

(Print Name) Thaddeus Kozlowski

Director of the Department of Public Safety or Their Designee

Date: October 1, 2020

DEPARTMENTAL CERTIFICATIONS REQUIRED BY SECTION 6-58 (a) OF THE CODE OF ORDINANCES, CITY OF OAK PARK, MICHIGAN OR THE CITY ADMINISTRATION

City of Oak Park License Application No.: 03-2020

Name of Establishment Applying for a License: River Rouge Brewing Company LLC

Name of Applicant and/or its Principals/Shareholders: Edward P. Stencel and Martha Stencel

Location: 14401 W. 11 Mile

CITY CLERK

Certification that the proposed Licensee has a current valid license for operation of a restaurant at the proposed Licensed Premises or meets applicable requirements for the issuance of such a license, if necessary.

☒ Recommended for Approval

☐ Recommended for Approval with Comments/Conditions/Explanation:

Issuance of the City of Oak Park, Michigan Microbrewery License is contingent upon receipt of copies of the Micro Brewer, and any additional licenses and permits issued by the State of Michigan Liquor Control Commission and if necessary, issuance by Oakland County of a valid license for operation of a restaurant at the proposed Licensed premises within six (6) months of the action of the City Council or the Michigan Liquor Control Commission approving the License, whichever last occurs.

☐ Not Recommended for Approval

T. Edwin Norris

(Print Name) T. Edwin Norris

City Clerk or Their Designee

Date: September 29, 2020

DEPARTMENTAL CERTIFICATIONS REQUIRED BY SECTION 6-58 (a) OF THE CODE OF ORDINANCES, CITY OF OAK PARK, MICHIGAN OR THE CITY ADMINISTRATION

City of Oak Park License Application No.: 03-2020

Name of Establishment Applying for a License: River Rouge Brewing Company LLC

Name of Applicant and/or its Principals/Shareholders: Edward P. Stencel and Martha Stencel

Location: 14401 W. 11 Mile

DEPARTMENT OF FINANCE

Certification that that the proposed Licensee(s) are not in default on any obligations due the City of Oak Park and/or Oakland County.

☒ Recommended for Approval

☐ Recommended for Approval with Comments/Conditions/Explanation:

☐ Not Recommended for Approval

Steven Lukasik

(Print Name) Steven Lukasik

Finance Director or Their Designee

Date: September 16, 2020

Based on the Certifications provided by the appropriate representatives of the departments of Finance, Public Safety, Technical and Planning and the City Clerk it is recommended that subject to any conditions specified by those administrative offices/officials the City Council adopt a Resolution approving the issuance of a License to:

City of Oak Park License Application No.: 03-2020

Name of Establishment Applying for a License: River Rouge Brewing Company LLC

Name of Applicant and/or its Principals/Shareholders: Edward P. Stencel and Martha Stencel

Location: 14401 W. 11 Mile

Comments/Conditions/Explanations:

Applicant has been approved by the Planning Commission for site plan and special land use, March 9, 2020. Will apply for business license before opening this fall.

Kim Marrone

Director of Economic Development and Communications or Their Designee

Date: September 15, 2020

Based on the Certifications provided by the appropriate representatives of the departments of Finance, Public Safety, Technical and Planning and the City Clerk subject to any conditions specified by those administrative offices/officials and pursuant to the recommendation of the Director of the Department of Community and Economic Development as well as having completed my analysis and assessment of the documentation and information submitted by the Applicant it is requested that the City Council consider adopting a Resolution approving the issuance of a License to:

City of Oak Park License Application No.: 03-2020

Name of Establishment Applying for a License: River Rouge Brewing Company LLC

Name of Applicant and/or its Principals/Shareholders: Edward P. Stencel and Martha Stencel

Location: 14401 W. 11 Mile

Comments/Conditions/Explanations:

Erik Tungate

Erik Tungate

City Manager

Date: _____

**A RESOLUTION OF THE OAK PARK, MICHIGAN CITY COUNCIL
APPROVING THE REQUEST OF RIVER ROUGE BREWING COMPANY LLC
(EDWARD P. AND MARTHA STENCEL) FOR A MICROBREWERY LICENSE**

WHEREAS, pursuant to state law and the Code of Ordinances, City of Oak Park, Michigan it is unlawful for any person to sell, or possess for sale, any alcoholic beverage unless licensed to do so and all licenses required are in full force and effect; and

WHEREAS, River Rouge Brewing Company, LCC (Edward P. Stencel and Martha Stencel) (hereinafter referred to as River Rouge Brewing) located at 14401 W. 11 Mile has applied for a Microbrewery License from both the Michigan Liquor Control Commission and the City of Oak Park.

NOW, THEREFORE, BE IT RESOLVED, that River Rouge Brewing's application for a Microbrewery License is hereby approved subject to the following conditions:

1. The Michigan Liquor Control Commission issuing a Microbrewery License to River Rouge Brewing at 14401 W. 11 Mile, Oak Park, Michigan 48237.
2. Upon issuance of the Microbrewery License by the Michigan Liquor Control Commission, River Rouge Brewing shall provide the City Clerk's Office with copies of the License along with a Certificate of Liquor Insurance for the subject business.
3. River Rouge Brewing executes a Contract for a Microbrewery License with the City of Oak Park, Michigan.

BE IT FURTHER RESOLVED, that subject to the conditions described in the immediately preceding paragraph and all departmental authorizations, upon approval of a Microbrewery License by the Michigan Liquor Control Commission for River Rouge Brewing located at 14401 W. 11 Mile, Oak Park, Michigan 48237, the City Clerk is hereby authorized to issue a Microbrewery License with an expiration date of April 30, 2021 to River Rouge Brewing; and

BE IT FURTHER RESOLVED, that this Resolution shall be effective upon its approval by the City Council.

I hereby certify that the forgoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Oak Park, County of Oakland, State of Michigan, at a regular meeting held on October 5, 2020 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 267 of the 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



Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a Regular meeting of the Oak Park City council/board
(regular or special) (township, city, village)
called to order by _____ on October 5, 2020 at 7:00 P.M.
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from River Rouge Brewing Company LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Micro Brewer License
(list specific licenses requested)

to be located at: 14401 W. 11 Mile, Oak Park, MI 48237

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____ City
council/board at a Regular meeting held on October 5, 2020 (township, city, village)
(regular or special) (date)

T. Edwin Norris

October 6, 2020

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

**RESOLUTION TO APPROVE AN OBSOLETE PROPERTY
REHABILITATION ACT (OPRA) APPLICATION**

Minutes of a regular meeting of the city council of Oak Park, held on October 5, 2020, held virtually via Zoom at 7 p.m..

PRESENT:

ABSENT:

The following preamble and resolution were offered by: _____

And supported by: _____

Resolution Approving Obsolete Property Rehabilitation Act Application for Oak Park Investment Group, LLC. for

property located at: 13200 Oak Park Blvd., Oak Park, MI

WHEREAS, pursuant to PA 146 of 2000, as amended, the city council of the City of Oak Park is a Qualified Local Governmental Unit eligible to establish one or more OPRA Districts; and

WHEREAS, the city council of the City of Oak Park legally established OPRA District on October 5, 2020, pursuant to a public hearing held on October 5, 2020; and

WHEREAS, the city council of the City of Oak Park has determined that the district meets the requirements set forth in section 3(1) of PA 146 of 2000; and

WHEREAS, the taxable value of this exemption plus the aggregate taxable value of property already exempt does not exceed 5% of the total taxable value of the City of Oak Park; and

WHEREAS, the applicant Oak Park Investment Group, LLC. is not delinquent in any taxes related to the facility; and

WHEREAS, the applicant Oak Park Investment Group, LLC. has provided all required items listed under the application instructions to the City of Oak Park; and

WHEREAS, the application is for obsolete property as defined in Section 2(h) of PA 146 of 2000, as amended; and

WHEREAS, the rehabilitation of this facility, as covered by this exemption, had not begun prior to October 5, 2020, the date the OPRA District, Oak Park Obsolete Property Rehabilitation District No. 3. was established; and

WHEREAS, the application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility within the meaning of PA 146 of 2000, as amended, situated within an OPRA District; and

WHEREAS, completion of the rehabilitation facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to increase commercial activity, to create employment, to retain employment, and to revitalize an urban area; and

WHEREAS, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by Section 2(1) of PA 146 of 2000, as amended; and

WHEREAS, the application was approved at a public hearing on October 5, 2020, as provided by Section 4(2) of PA 146 of 2000, as amended, allowing a period of 18 months for completion of the redevelopment.

NOW THEREFORE, be it resolved by the city council of the City of Oak Park that Oak Park Investment Group, LLC be and hereby is granted an Obsolete Property Rehabilitation Act exemption for the Property located in Obsolete Property Rehabilitation District, Oak Park Obsolete Property Rehabilitation District No. 3., at 13200 Oak Park Blvd., Oak Park, MI, for a period of 12 years, beginning December 31, 2020, and ending December 30, 2032, pursuant to the provisions of PA 146 of 2000, as amended.

Upon a call of the roll, the vote was:

AYES:

NAYS:

Resolution Declared Adopted.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the city council of the City of Oak Park, County of Oakland, Michigan, as a regular meeting held on October 5, 2020.



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: October 5, 2020

AGENDA#

SUBJECT: Proposed Change Order No. 1 and Payment Application No. 1 for the 2020 Decorative Fence Project, M-695.

DEPARTMENT: Technical & Planning/DPW – Engineering KJY

SUMMARY: Attached are Proposed Change Order No. 1 and Payment Application No. 1 for the 2020 Decorative Fence Project, M-695. This project is to add decorative fencing along the south side of 9 Mile Rd from Scotia to Rosewood and around the parking areas of the 45th District Court, Public Safety and City Hall. The proposed Change Order is an increase due to the need to make the grades work for the Court's fencing to eliminate a large gap at the south end of the fence. Large boulders were used to fill the gap. To date the project is approximately 9% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$306,165.50
Proposed Change Order No. 1	<u>\$ 3,558.50</u>
New Contract Amount:	\$309,724.50
 Total Completed to Date:	 \$ 29,371.78
Less Retainage:	\$ 2,937.18
Net Earned:	\$ 26,434.60
Deductions:	\$ 0.00
Balance:	\$ 26,434.60
Payments to Date:	<u>\$ 0.00</u>
Amount Due American Fence:	\$ 26,434.60

RECOMMENDED ACTION: It is recommended that Proposed Change Order No. 1 for the 2020 Decorative Fence Project, M-695 to American Fence Co. of Warren, MI be approved for the amount of \$3,558.50. It is further recommended Payment Application No. 1 for the same be approved for the amount of \$26,434.60. Funding is available in the General Fund (Account #101-18.443.970) for the City Hall Portion and the Court Building Fund (Account #470-70.900.970) for the Court portion for this expenditure.

APPROVALS:

City Manager: ET Department Director: KJY

Director of Finance: SC Legal: NA

Budgeted:

EXHIBITS: Payment Application No. 1, Proposed Change Order No. 1

CHANGE ORDER

PROJECT: 2020 Decorative Fence Project
OWNER: City of Oak Park, Michigan
CONTRACTOR: American Fence & Supply Company
 21200 Schoenherr Rd.
 Warren, MI 48089

JOB NUMBER: M-695
CHANGE ORDER NO.: 1
PAGE: 1 of 1

TO THE CONTRACTOR:

You are hereby directed to comply with the changes/extras to the contract documents.
 This change order reflects work completed or anticipated. Documentation supporting these changes is on file with the City Engineer.

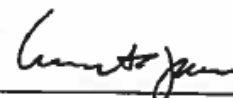
THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT

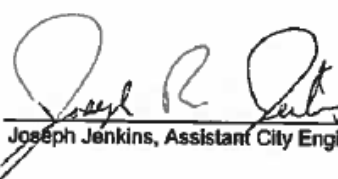
Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	Increased Amount
23	Install 1' Boulders Along Court Parking Lot	0	LSUM	\$3,558.50	1.00	1.00	\$3,558.50
Total:							\$3,558.50

SUMMARY

Total Increase	\$3,558.50
Total Amount for Change Order No. 1:	\$3,558.50

Original Contract Amount:	\$306,165.50
Proposed Change Order No.1:	\$3,558.50
New Contract Amount	\$309,724.00


 American Fence & Supply Company
 Date 9/29/2020


 Joseph Jenkins, Assistant City Engineer
 Date 9/29/2020

PAYMENT APPLICATION

PROJECT: 2020 Decorative Fence Project
OWNER: City of Oak Park, Michigan
CONTRACTOR: American Fence & Supply Company
 21200 Schoenherr Rd.
 Warren, MI 48089

JOB NUMBER: M-695
APPLICATION NO.: 1
PERIOD ENDING: 9/28/20
PAGE: 1 of 2

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Period Quantity	Period Amount	Quantity To Date	Amount To Date
1	Mobilization, Max 5%	1	LSUM	\$5,000.00	1.00	\$5,000.00	1.00	\$5,000.00
2	Remove Existing Fence Along South Side of 9 Mile Road From Scotia to Rosewood	2,600	LFT	\$8.99	0.00	\$0.00	0.00	\$0.00
3	Furnish and Install New 6' High Privacy Fence, Clay Color, Manufacture by Bufftech or Approved Equal	2,600	LFT	\$38.49	0.00	\$0.00	0.00	\$0.00
4	Furnish and Install New 4' W x 6' H Single Swing PVC Gate, Style to Match the Fence	0	EACH	\$1,491.00	0.00	\$0.00	0.00	\$0.00
5	6' PVC Coated Color Chain Link Fence w/Footings, 8 Gauge, 1 3/4" Mesh	580	LFT	\$29.55	0.00	\$0.00	0.00	\$0.00
6	6' Decorative Aluminum Fence w/ Footings	345	LFT	\$51.00	0.00	\$0.00	0.00	\$0.00
7	26' Decorative Aluminum Slide Gate	1	EACH	\$7,820.00	0.00	\$0.00	0.00	\$0.00
8	26' PVC Coated Color Chain Link Slide Gate	1	EACH	\$5,908.00	0.00	\$0.00	0.00	\$0.00
9	30' PVC Coated Color Chain Link Slide Gate	2	EACH	\$5,644.00	0.00	\$0.00	0.00	\$0.00
10	6' PVC Coated Color Chain Link Pedestrian Gate with Hardware	1	EACH	\$950.00	0.00	\$0.00	0.00	\$0.00
11	Variable Speed A/C Heavy-Duty Industrial Slide Gate Operator	2	EACH	\$11,359.50	0.00	\$0.00	0.00	\$0.00
12	A/C Heavy-Duty Industrial Slide Gate Operator	2	EACH	\$10,875.50	0.00	\$0.00	0.00	\$0.00
13	Long Range Hands-Free Identification Reader	4	EACH	\$2,722.50	0.00	\$0.00	0.00	\$0.00
14	UHF Hang Tag	250	EACH	\$4.99	0.00	\$0.00	0.00	\$0.00
15	Non-Reinforced Landscape Block Pier, 6 Foot	8	EACH	\$3,468.88	6.00	\$20,813.28	6.00	\$20,813.28
16	Pavement Removal, Modified SP	200	SYD	\$0.00	0.00	\$0.00	0.00	\$0.00
17	Conc. Pavt with Integral Curb and Gutter 7" Concrete, Modified SP	200	SYD	\$25.85	0.00	\$0.00	0.00	\$0.00
18	Sidewalk Concrete Non-Reinf 6" Conc. Sidewalk/Drive App. Modified SP	200	SFT	\$0.00	0.00	\$0.00	0.00	\$0.00
19	Aggregate Base Under Conc. 6" Crushed Limestone, Modified SP	200	SYD	\$0.00	0.00	\$0.00	0.00	\$0.00
20	Class A Sodding, Modified SP	305	SYD	\$8.20	0.00	\$0.00	0.00	\$0.00
21	Project Clean Up	1	LSUM	\$8,348.00	0.00	\$0.00	0.00	\$0.00
22	Inspection Crew Days	62	DAY	\$320.00	0.00	\$0.00	0.00	\$0.00
23	Install 1' Boulders Along Court Parking Lot	0	LSUM	\$3,558.50	1.00	\$3,558.50	1.00	\$3,558.50

ALTERNATE BID

1	30' PVC Coated Color Chain Link, Double swing Manually Operated Gate with Wheels	1	EACH	\$4.90	0.00	\$0.00	0.00	\$0.00
2	Remove Existing Fence Between City Complex and Residential Area to the North	660	LFT	\$4.90	0.00	\$0.00	0.00	\$0.00
3	Furnish and Install New 6' High Privacy Fence - Clay Color, Chesterfield Style Manufactured by Bufftech or Approved Equal	660	LFT	\$4.90	0.00	\$0.00	0.00	\$0.00
4	Inspection Crew Days	40	DAY	\$320.00	0.00	\$0.00	0.00	\$0.00

\$29,371.78

\$29,371.78

PROJECT: 2020 Decorative Fence Project
OWNER: City of Oak Park, Michigan
CONTRACTOR: American Fence & Supply Company
21200 Schoenherr
Warren, MI 48089

JOB NUMBER: M-895
APPLICATION NO.: 1
PERIOD ENDING: 9/28/20
PAGE: 2 of 2

Original Contract Amount: \$306,165.50
Change Order No.1: \$3,558.50
New Contract Amount: \$309,724.00

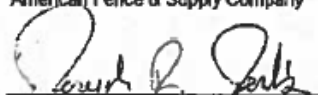
Earnings This Period: \$29,371.78
Total Earnings to Date: \$29,371.78
Less Retainage: \$2,937.18
Net Earned: \$26,434.60
Deductions: \$0.00
Balance: \$26,434.60
Payments to Date: \$0.00

Amount Due: \$26,434.60

Accepted By:


American Fence & Supply Company

Date: 9/29/2020


Joseph Jenkins, Assistant City Engineer
City of Oak Park, Michigan

Date: 9/29/2020



CITY OF OAK PARK

Saundra Crawford, Director
Department of Finance

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

MEMORANDUM

Date: September 14, 2020

To: Erik Tungate, City Manager

From: Saundra Crawford, Finance Director
 Carl Johnson, Financial Assistant

Re: Fourth Quarter FY 2019-20 Investment Report

The State of Michigan Public Act 213 of 2007 requires the City's investment officer to provide a written report quarterly to the governing body concerning the investment of all funds of the City that fall under Public Act 20. Public Act 20 governs how non-pension and non-OPEB funds can be invested. The attached report details the cash and investments (citywide for all funds) held by the City at June 30, 2020. The report includes a description of each investment by type, market and book values, current and yield to maturity interest rates and the number of days to maturity.

The fourth quarter investment report shows total citywide cash and investments of \$19,698,829 (market value) including cash in the operating account of \$2,478,775 (excluding outstanding checks and other adjustments), short-term investments in the Oakland County Investment Pool of \$13,009,856, money market of \$293, commercial paper of \$1,249,537 and long-term investments total \$2,960,368. The City has maximized investment return on short-term cash by utilizing the Oakland County Investment Pool and minimizing the amount maintained in the checking and daily depository accounts. Investment income for the months of April through June 2020 totaled \$80,314 which is a drop of over 54% from the prior quarter. During the fourth quarter interest rates dropped significantly from approximately 1.5-2.0% annually to 0.50% primarily due to COVID-19 and the federal reserve dropping rates to almost zero. The return for the fourth quarter was approximately 1.45% compared to the approximately 2.4% on March 31, 2020. Economists are predicting that investment returns in the coming months will continue to be at the same low levels as the prior quarter primarily due to the COVID-19 pandemic and the upcoming election. As a result, the City is investing short-term with Oakland County to maximize returns and locking up longer term investments if individual interest rate are favorable.

City of Oak Park
Summary of Cash and Investments Held
June 30, 2020

	<u>Maturity Date</u>	<u>Market Value</u>	<u>Book Value</u>	<u>% of Portfolio</u>	Current <u>Interest Rate</u>	<u>YTM @ Cost</u>	Days to <u>Maturity</u>	<u>Investment Broker</u>
Cash								
Huntington Bank - Collection		\$ 2,478,775	\$ 2,478,775	12.59%	0.8000%	0.8000%	1	Huntington
Huntington Bank - Accounts Payable		-	-	0.00%	0.8000%	0.8000%	1	Huntington
Huntington Bank - Payroll		-	-	0.00%	0.8000%	0.8000%	1	Huntington
Money Market								
Fifth Third - Money Market		293	293	0.00%	0.2600%	0.2600%	1	Fifth Third
Comerica Securities - Money Market		-	-	0.00%	0.1800%	0.1800%	1	Comerica
Government Securities								
Municipal Bonds								
Holland Michigan GO Taxable	8/1/2020	175,105	175,000	0.89%	2.1500%	2.1500%	31	Fifth Third
Paw Paw Public Schools	11/1/2020	110,514	110,317	0.56%	2.5000%	2.5000%	123	Fifth Third
Reeths-Puffer Mich Schs	5/1/2021	252,498	250,705	1.27%	2.5400%	2.5400%	304	Comerica
Reeths-Puffer Mich Schs	5/1/2021	252,498	250,705	1.27%	2.5400%	2.5400%	304	Comerica
Whitmore Lake Mich Pub Sch Dist	5/1/2021	505,425	502,072	2.55%	2.7100%	2.7100%	304	Comerica
Ypsilanti School District	5/1/2021	448,631	445,000	2.26%	2.1800%	2.1800%	304	Fifth Third
Kalkaska Mich Sch Bldg	5/1/2023	401,804	426,941	2.17%	6.1000%	6.1000%	1034	Fifth Third
South Lyon Mich Comm Schools	5/1/2023	52,480	50,635	0.26%	2.7500%	2.7500%	1034	Comerica
Certificate of Deposits								
American Express Centr	11/12/2020	503,890	500,000	2.54%	2.2500%	2.2500%	134	Huntington
Wells Fargo Bank NA	7/28/2022	156,459	150,000	0.76%	2.3000%	2.3000%	757	Fifth Third
Wells Fargo Bank NA	1/19/2023	101,065	100,000	0.51%	2.2500%	2.2500%	932	Fifth Third
Commercial Paper								
Industrial & Coml Bk China	9/24/2020	249,887	249,707	1.27%	0.4700%	0.4700%	86	Huntington
Catholic Health	8/13/2020	999,650	988,378	5.02%	3.0400%	3.0400%	44	Fifth Third
Investment Pool								
Oakland County Investment Pool		<u>13,009,856</u>	<u>13,009,856</u>	<u>66.08%</u>	2.4260%	2.4260%	1	Oakland County
Total		<u>\$ 19,698,829</u>	<u>\$ 19,688,385</u>	<u>100.00%</u>				



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: October 5, 2020

SUBJECT: Resolution to approve COVID-19 Business Assistance Package Phase II

DEPARTMENT: Economic Development

SUMMARY:

The Economic Development Department has been diligently working on resources to provide to our Oak Park businesses during this time. We originally presented a Business Assistance Package that some elements have expired or are soon to expire. In order to continue supporting our businesses we have made amendments to extend the assistance that we provide our businesses. We are asking City Council to approve these items so we can continue to support our businesses in Oak Park.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Request that city council approve the COVID-19 Business Assistance Package- Phase II

APPROVALS:

City Manager: ____ET____

Department Director: ____KM____

Director of Finance: _____

Budgeted: ☐

Legal: _____

CITY OF OAK PARK BUSINESS ASSISTANCE PACKAGE

The City of Oak Park is grateful for its local business community, and understands the hardships that the COVID-19 pandemic has created for most. In an effort to do everything we can to assist our business community in rebounding after this event and taking into consideration it's longevity we have put together a revised package of various assistance programs and initiatives.

Loosened Signage Restrictions

Restaurants, food service uses, personal service businesses, and retailers. The City of Oak Park will temporarily allow one sign up to 32 square feet to provide for additional advertising until January 31, 2021. There will be no permit fee or application for these signs.

Guidelines:

- May install a temporary sign up to 32 square feet, including A frame style signs.
- The sign must comply with all Zoning ordinance and property maintenance code provisions.
- Sign are allowed until January 31, 2021.
- No application needed.
- No fee
- Business must be open to the public during this time to be allowed the additional temporary sign.
- The sign must be located on the business premise.

Outdoor Dining

- Waiver of the outdoor dining permit fee (\$150) until December 31, 2020
- Extensions of the outdoor dining season until May 1, 2021.
- Must submit application to the Planning Department for administrative approval
- Loosen restrictions on outdoor dining to allow businesses to expand floorplan outside while abiding by social distancing guidelines.
- Allow restaurants to utilize sidewalks and parking spaces to create space if feasible.
- Allow restaurants to add tents and heating which follow City of Oak Park Fire and Building Codes. Additional information for requirements can be found on the City website on the Community and Economic Development page under Covid-19. For questions contact Kimberly Marrone at kmarrone@oakparkmi.gov.

Advertising

The City of Oak Park is reducing our advertising fees by 50% in the Oak Park quarterly magazine for all Oak Park license businesses until Winter edition 2021. To find more information on rates, and how to place an advertisement in the magazine, which reaches 14,000 homes and 1,000 businesses, please visit the City's website [here](#).

Personal Protection Equipment (PPE) for Businesses

The City of Oak Park is continuing to distribute PPE supplies while supplies last. Interested businesses should contact Kimberly Marrone at kmarrone@oakparkmi.gov to request supplies. PPE is limited to businesses with a current business license. Supplies available include: face masks, sanitizer, signage, thermometer, and gloves.

BUY LOCAL Campaign

The City of Oak Park will be implementing a "BUY LOCAL" Campaign over the next several months. The purpose of this is to promote our local businesses and encourage people to "Buy Local". Send your promotions to Kimberly Marrone at kmarrone@oakparkmi.gov.

Share Great Ideas

If you have implemented a great idea that's working for your business, or heard of one, please share it with us so we can spread the concept to other businesses in Oak Park.

If you need help applying them to your business or are looking for other generalized business help, please contact Kimberly Marrone, kmarrone@oakparkmi.gov or call (248)691-7404.

**CITY OF OAK PARK
MICHIGAN**

**RESOLUTION IN SUPPORT OF THE COVID-19 BUSINESS ASSISTANCE PACKAGE
PHASE II**

WHEREAS, The City of Oak Park has been guiding local businesses throughout the COVID-19 Pandemic by providing resources; and

WHEREAS, The City of Oak Park has created a Business Assistance Package to help Oak Pak businesses through their recovery efforts; and

WHEREAS, The City of Oak Park will make ordinance amendments where necessary to support the Business Assistance Package; and

WHEREAS, The City of Oak Park will waive the \$150 outdoor dining permit fee until December 31, 2020; and

WHEREAS, The City of Oak Park will extend the outdoor dining season until May 1, 2021 and allow where feasible and meeting local building and fire codes, additional dining in sidewalks and parking spaces; and

WHEREAS, The City of Oak Park will reduce advertising fees by 50% in the Oak Park quarterly magazine for Oak Park licensed businesses until Winter edition 2021; and

WHEREAS, The City of Oak Park will supply Free PPE for businesses while supplies last; and

WHEREAS, The City of Oak Park will continue a BUY LOCAL campaign to promote Oak Park licensed businesses;

WHEREAS, The City of Oak Park will adopt the policies created in the Business Assistance Package:

NOW, THEREFORE, BE IT RESOLVED that the City Council for the City of Oak Park, Michigan, hereby supports the COVID-19 Business Assistance Package Phase II.

Roll Call Vote: Yes:
 No:
 Absent:

I, T. Edwin Norris, duly authorized City Clerk of the City of Oak Park, Michigan, do hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Oak Park City Council at the Special Council Meeting held on October 5, 2020.

T. Edwin Norris, City Clerk