

Oak Park

Special Council Meeting

September 5, 2023





**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
39TH OAK PARK CITY COUNCIL
September 5, 2023
5:30 PM**

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. SPECIAL BUSINESS:

A. Interview candidates for City Boards and Commissions

Name	1st Choice	2nd Choice	3rd Choice
Gregory Gunn	Library	Election Commission	
Eric C. Love	Brownfield/EDC	Board of Review	Beautification
Christopher Venable	Traffic Safety	Zoning Board	
Edna Rubin	Recycling and Env.		

B. Reappointments to City Boards and Commissions

C. New appointments to City Boards and Commissions

4. PUBLIC COMMENTS

5. ADJOURNMENT

Vacancies

Beautification Advisory	2
Board of Review	1
Brownfield/ EDC	1
Recycling and Environmental	1



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: Special City Council Meeting, September 5, 2023

SUBJECT: Interviews and New Appointments to City Boards and Commissions

DEPARTMENT: City Clerk

SUMMARY: Interviews are being conducted tonight with three (3) interested candidates.

	Appointing Authority	# of Vacancies	Candidates	Preference
Board/Commission				
Beautification Advisory Comm.	Council	2	Eric C. Love	3
Board of Review	Council	1	Eric C. Love	2
Brownfield Authority/EDC	Council	1	Eric C. Love	1
Recycling and Environmental	Council	1	Edna Rubin	1

These applicants would like to be interviewed and considered for appointment by the Council.

RECOMMENDED ACTION: To review the attached applications, conduct interviews, and make appointments to board and commission vacancies as City Council sees fit.

APPROVALS:

City Manager: _____ ET

Department Director: _____ EN



CITY OF OAK PARK

BOARDS & COMMISSIONS APPLICATION

Please complete, sign and date application form and return to:

City Clerk's Office

Attn: Boards & Commissions

14000 Oak Park Boulevard

Oak Park, MI 48237-2082

Fax: (248) 691-7167 Office: (248) 691-7544

Email: jllwilliams@oakparkmi.gov

Review the list of Boards and Commissions below and determine your top 3 choices (confirm your preferences by placing a "1", "2" or "3" after the title of the Board or Commission in the space provided). Every effort will be made to accommodate your first three preferences. However, vacancies vary, and demand for some boards may be higher than others so some degree of flexibility is necessary.

- | | | |
|--|--|---|
| ☐ Arts & Cultural Diversity Commission | ☐ Corridor Improvement Authority | ☒ Parks & Recreation Commission |
| ☐ Beautification Advisory Commission | ☐ Economic Dev. Corp /Brownfield Red. Auth. | ☐ Planning Commission |
| ☐ Board of Review | ☒ Election Commission | ☐ Recycling & Environmental Commission |
| ☐ Board of Trustees (Emp. Retirement Sys) | ☒ Library Board | ☐ Traffic Safety Board |
| ☐ Building Board of Appeals | ☐ Local Officers Compensation Comm. | ☐ Zoning Board of Appeals |

Applicants are encouraged to attend meetings of the groups for which they are applying.
All meetings are open to the public, and volunteer help is always appreciated.

"OPEN TO ANY BOARD"

APPLICANT INFORMATION (Please type or print answers to all questions):

Name: Gregory A. Gunn

Current Address: 21921 Beverly St. Oak Park 48237
Street City Zip

Email Address: _____

Home Phone: _____ Cell Phone: (248) 607-2978 Work Phone: retired

Date Residency Established: 2007-present Have you ever served on a Board or Commission in another City? ☐ Yes ☒ No

If yes, please indicate what City and the Board or Commission: _____

Employer Name: retired Detroit Public School District Occupation: Educator

Professional Qualifications and/or Work Experience: 34 years in education. principal (private school) (7 yrs) Educator (over 25 yrs) Dean of Students (2 yrs) Reading intervention

Educational Background: As an educator, taught all grades K-12. Elementary (all subjects) - Middle & high school (history)

Community Activities and/or Other Experience: Parks & Recreation (City of Detroit)

Employed by Oak Park Library; Radio personality (16 yrs)

ACKNOWLEDGMENT:

Because serving on a Board or Commission requires a substantial commitment of time, effort and scheduling on the part of the members, we ask that you carefully consider your schedule before pursuing appointment to a Board or Commission and that by signing below you are confirming your willingness to make a concerted effort to attend every meeting and to fulfill your duties and responsibilities as a member. All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act.

Signature: Gregory A. Gunn Date: June 27, 2023

(City Clerk's Office Use Only Below this Line)

Date Received: _____

Signed Acknowledgement: ☐ Yes ☐ No

Term Ending: _____

Staff Liaison: _____

Interview Date: _____

Board or Commission: _____

Letter Sent: ☐ Yes ☐ No / Date _____

Liaison Notified: ☐ Yes ☐ No / Date: _____

Council Meeting Date: _____

Appointed: ☐ Yes ☐ No

Motion Number: _____

Boards and Commissions Supplemental Information

Please review the attached "Boards and Commissions Application Attachment" for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat.

Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed below, the community urges you to apply for consideration. The community needs citizens with diverse backgrounds on its boards and commissions. Members must be city residents for at least two years.

Arts and Cultural Diversity Commission

The mission statement of the Arts and Cultural Diversity Commission shall be to recommend, develop and implement city-wide programs and events which provide community access to the performing and creative arts and which celebrate cultural diversity; to work with local, state and federal agencies to take advantage of available resources, including funding. The Commission shall actively participate in developing, implementing, promoting and staffing appropriate programs. The Commission may partner with the Parks and Recreation Commission and Friends of the Library on programs which provide community access to the performing and creative arts and celebrate cultural diversity. Please check below if you have experience in:

- ☐ Public Art
- ☐ Culture
- ☐ Performing Arts
- ☐ Visual Arts
- ☐ Arts Education and/or Marketing

Beautification Advisory Commission

Members consider and propose programs which would improve the physical appearance of the community and implement such programs as may be approved by the City Council; annually organize and carry out a short-term campaign to encourage citizen participation in activities designed to beautify the City; and report blight to the Code Enforcement Division of the Department of Technical and Planning Services. Please check below if you have experience in:

- ☐ Landscaping
- ☐ Horticulture
- ☐ Blight prevention
- ☐ Event Planning/Marketing

Board of Review

The Board reviews the tax assessment roll; adds to the roll any properties omitted; corrects errors in the roll; and hears the complaints of all persons considering themselves aggrieved by the assessments. If it appears that any person or property has been wrongfully assessed or omitted from the roll, the Board shall correct the roll in such manner as it deems just. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ Property Appraisal/Assessing
- ☐ Real Estate/Development/Law

Board of Trustees (Employee Retirement System)

The Board is vested with the general administration, management and responsibility for the proper operation of the retirement system, as well as for construing and making effective the provisions of the retirement system. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ Investments

Building Board of Appeals

The Building Board of Appeals has the duty, responsibility and authority to hear and decide such appeals under the Building Code of the State of Michigan. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ Property Appraisal/Assessing
- ☐ Real Estate/Development/Law (no agents or brokers)
- ☐ Architecture
- ☐ Building Construction
- ☐ Engineering

Corridor Improvement Authority

To develop and execute projects that will halt property value deterioration and increase property tax valuation; eliminate the causes of deterioration; and maintain and upgrade the economic viability of the designated business corridor using tax increment financing, or TIF, and grant funding for a 20-year period. The Corridor encompasses Nine Mile Road from Cloverlawn east to the City of Ferndale border, and Coolidge Highway for its entire span within the City of Oak Park. TIF is a governmental financing mechanism which contributes to economic growth and development by dedicating a portion of the tax base resulting from economic growth and development to certain public facilities and structures or improvements of the type designed and dedicated to public use. Please check below if you have experience in:

- ☐ New Business Development
- ☐ Business Recruitment and Retention
- ☐ Marketing and Promotion
- ☐ Real Estate Development
- ☐ Banking/Finance

Brownfield/Economic Development Corporation Commission

To alleviate and prevent conditions of unemployment; to assist and retain local industries and commercial enterprises in order to strengthen and revitalize the economy of the City of Oak Park and the State of Michigan; to provide means and methods for the encouragement and assistance of industrial and commercial enterprises in locating, purchasing, constructing, reconstructing, modernizing, improving, maintaining, repairing, furnishing, equipping and expanding in Oak Park; and to encourage the location and expansion of commercial enterprises to more conveniently provide needed services and facilities to Oak Park and its residents. To accomplish this, the EDC may construct, acquire, reconstruct, improve, maintain, repair, and/or acquire necessary lands for the site of projects; acquire necessary machinery, furnishings and equipment for projects; borrow money and issue revenue bonds to finance the cost of acquiring lands and equipment; enter into leases or sales contracts for projects; and sell projects. Please check below if you have experience in:

- ☐ Policymaking
- ☐ Preparation of strategic planning
- ☐ Having Knowledge or Understanding of Community Issues or Ordinances
- ☐ Being Fair & Open-Minded
- ☐ Analytic Ability
- ☐ Financial Analysis

Election Commission

The Election Commission shall appoint the Board of Election Inspectors for each precinct and have charge of all activities and duties required of it by statute and this Charter relating to the conduct of elections in the City. Please check below if you have experience in:

- ☐ Check-in registered voters and issue ballots and voter numbers
- ☐ Ability to register qualified individuals to vote
- ☐ Handle voting equipment to verify ballots have been completed and accepted
- ☐ Analyze documents
- ☐ Assist in the enforcement of all Election Day policies and procedures
- ☐ Assist in the completion of all Election Day forms

Library Board

Exclusive control of the expenditure of all moneys collected to the credit of the Library Fund, and of the construction of any Library building, and, of the supervision, care, and custody of the grounds, rooms, or buildings constructed, leased, or set apart for that purpose: Provided, that all moneys received for such Library shall be deposited in the Treasury of the City to the credit of the Library Fund, and shall be kept separate and apart from other moneys of the City, and drawn upon by the proper officers of the City, upon the properly authenticated vouchers of the Library Board.

To purchase or lease grounds; to occupy, lease, or erect an appropriate building or buildings for the use of the Library; to appoint a suitable Librarian and necessary assistants, and fix their compensation; and to remove such appointees; and shall, in general, carry out the spirit and intent of this article and of Act 164 in establishing and maintaining a public library and reading room. The Library and Reading Room established under this article shall be forever free to the use of the residents of the City, subject to such reasonable rules and regulations as the Library Board may adopt; and the Board may exclude from the use of the Library and Reading Room any and all persons who shall willfully violate such rules. Please check below if you have experience in:

- ☐ Policymaking
- ☐ Finance/Budget
- ☐ Advertising/Marketing/Public Relations
- ☐ Preparation of strategic planning
- ☐ Knowledge of or experience with fundraising
- ☐ Knowledge of or experience with levy campaigns
- ☐ Grants/Endowments
- ☐ Knowledge of libraries

Local Officers Compensation Commission

The Commission shall determine the salary of each local elected official. The determination shall be the salary unless the City Council, by resolution adopted by 2/3rds of the members elected to and serving on the City Council rejects it. The determination of the Commission shall be effective 30 days following its filing with the City Clerk unless rejected by the City Council. Please check below if you have experience in:

- ☐ Policymaking
- ☐ Finance/Budget
- ☐ Public Sector Compensation

Parks and Recreation Commission

It shall be the duty of the Parks and Recreation Commission to provide advice to the Oak Park Recreation Department, based on feedback from all segments of the City's diverse population. The commission will develop strategies for connecting with representatives from City Council, neighborhood and school groups, organizations, synagogues, churches and other groups that are representative of the City's diversity, and will actively encourage citizen participation. The Commission will support the values of sustainability, equity, engagement, and sound economics in providing quality and safe recreation programs and facilities for the City of Oak Park. The Commission will assist with planning, promoting, executing and evaluating of public recreation, parks, programs and other department special events. Please check below if you have experience in:

- ☐ Advertising/Marketing/Public Relations
- ☐ Banking/Finance
- ☐ Fitness/Recreation
- ☐ Forestry
- ☐ Land Use Planning
- ☐ Landscape Architecture
- ☐ Physical Education
- ☐ Public Administration

Planning Commission

Prepare and maintain a master plan for the physical development of the City. Review and make recommendations to the City Council regarding adoption of zoning ordinances and subsequent amendments thereto. Review and make recommendations to the City Council regarding special land uses in accordance with Article XIX of this ordinance. Review and approve site plans in accordance with section 1725 of this

ordinance. Review and make recommendation to the City Council regarding preliminary plat review of subdivisions proposed under P.A. 288 of 1967 as amended. Prepare and maintain a six-year capital improvements program. Review and approval of proposed public works projects, including the removal, location, widening, narrowing, vacating, abandonment, change of use, or extension of streets, alleys, grounds, open spaces, building, public utilities and terminals. Conduct necessary public hearings as required by law regarding matters before the Commission for review, recommendations or approval. The City's Planning Commission shall perform any and all acts as required by State law. Please check below if you have experience in:

- ☐ Civil Engineering
- ☐ Real Estate Development
- ☐ Architecture/Landscape Architecture
- ☐ Building Construction
- ☐ Land Use Planning

Recycling and Environmental Conservation Commission

To consider and advise the Department of Public Works and the City Council concerning any and all of the following matters: Public information, education outreach, and City-sponsored services relating to recycling, yard waste collection, household hazardous waste collection, and waste reduction. Environmental education, especially school-based programs.

Public information for residents relating to energy savings. Public information for residents relating to household activities which enhance and conserve water quality and water resources. Public education and events relating to tree planting and maintenance for environmental protection. Other topics relating to recycling, waste reduction, and environmental protection brought to the commission by staff or the City Council. Please check below if you have experience in:

- ☐ Environmental conservation
- ☐ Recycling
- ☐ Civic engagement
- ☐ Marketing

Traffic Safety Board

Established to study and recommend traffic and safety measures and programs to enhance traffic safety within the city. Resolving traffic problems: The traffic and safety board shall review and evaluate traffic problems that exist, anticipate those that may occur and recommend to the city council corrective measures or programs to resolve the problems, including, but not limited to, placement of stop signs, speed limits, traffic signals and other signage. Endeavoring to decrease accidents: In addition, the board shall endeavor to serve the city by planning, conducting, promoting and assisting activities designed to decrease the number, severity and cost of accidents in the community. Please check below if you have experience in:

- ☐ Public Safety
- ☐ Civil Engineering
- ☐ Civic engagement

Zoning Board of Appeals

Administrative Appeals: To hear and decide appeals from any order, requirement, decision, or determination made by an administrative official charged with the enforcement of the Zoning Ordinance. There shall be no appeal to the Zoning Board of Appeals from a decision of the Planning Commission or City Council approving or disapproving a Special Land Use. Interpretation: To hear and decide requests for interpretation of the Zoning Ordinance and official Zoning Map. Variances: To authorize upon application in specific cases such variance from the terms of the Zoning Ordinance as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this ordinance would result in a practical difficulty or unnecessary hardship. Please check below if you have experience in:

- ☐ Architecture
- ☐ Building Construction/Engineering
- ☐ Land Use Planning
- ☐ Real Estate/Development/Law
- ☐ Having Knowledge or Understanding of Community Issues or Ordinances



CITY OF OAK PARK

BOARDS & COMMISSIONS APPLICATION

3A - Love

Please complete, sign and date application form and return to:

City Clerk's Office
Attn: Boards & Commissions
14000 Oak Park Boulevard
Oak Park, MI 48237-2082
Fax: (248) 691-7167 Office: (248) 691-7544
Email: jllwilliams@oakparkmi.gov

Review the list of Boards and Commissions below and determine your top 3 choices (confirm your preferences by placing a "1", "2" or "3" after the title of the Board or Commission in the space provided). Every effort will be made to accommodate your first three preferences. However, vacancies vary, and demand for some boards may be higher than others so some degree of flexibility is necessary.

- | | | |
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Applicants are encouraged to attend meetings of the groups for which they are applying.
All meetings are open to the public, and volunteer help is always appreciated.

APPLICANT INFORMATION (Please type or print answers to all questions):

Name: Eric C. Love

Current Address: 10121 Troy st, Oak Park, 48237
Street City Zip

Email Address: Ericlove1995@gmail.com

Home Phone: _____ Cell Phone: 808-854-9628 Work Phone: 248-445-9550

Date Residency Established: December 18 2017 Have you ever served on a Board or Commission in another City? ☐ Yes ☒ No

If yes, please indicate what City and the Board or Commission: _____

Employer Name: City Of Oak Park Occupation: Park Ranger

Professional Qualifications and/or Work Experience: Founder / Ceo/ Pastor Covenant Of Love Ministries Internation

Educational Background: Current Student At Oakland Community College , Kaplan Real Estate School.

Community Activities and/or Other Experience: Community Outreach Programs

ACKNOWLEDGMENT:

Because serving on a Board or Commission requires a substantial commitment of time, effort and scheduling on the part of the members, we ask that you carefully consider your schedule before pursuing appointment to a Board or Commission and that by signing below you are confirming your willingness to make a concerted effort to attend every meeting and to fulfill your duties and responsibilities as a member. All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act.

Signature: Eric Love Date: 06-18-2023

(City Clerk's Office Use Only Below this Line)

Date Received: _____
Signed Acknowledgement: ☐ Yes ☐ No
Term Ending: _____
Staff Liaison: _____

Interview Date: _____
Board or Commission: _____
Letter Sent: ☐ Yes ☐ No / Date _____
Liaison Notified: ☐ Yes ☐ No / Date: _____

Council Meeting Date: _____
Appointed: ☐ Yes ☐ No
Motion Number: _____

Boards and Commissions Supplemental Information

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Members consider and propose programs which would improve the physical appearance of the community and implement such programs as may be approved by the City Council; annually organize and carry out a short-term campaign to encourage citizen participation in activities designed to beautify the City; and report blight to the Code Enforcement Division of the Department of Technical and Planning Services. Please check below if you have experience in:

- ☐ Landscaping
- ☐ Horticulture
- ☐ Blight prevention
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- ☐ Property Appraisal/Assessing
- ☒ Real Estate/Development/Law

Board of Trustees (Employee Retirement System)

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Corridor Improvement Authority

To develop and execute projects that will halt property value deterioration and increase property tax valuation; eliminate the causes of deterioration; and maintain and upgrade the economic viability of the designated business corridor using tax increment financing, or TIF, and grant funding for a 20-year period. The Corridor encompasses Nine Mile Road from Cloverlawn east to the City of Ferndale border, and Coolidge Highway for its entire span within the City of Oak Park. TIF is a governmental financing mechanism which contributes to economic growth and development by dedicating a portion of the tax base resulting from economic growth and development to certain public facilities and structures or improvements of the type designed and dedicated to public use. Please check below if you have experience in:

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Board of Trustees (Employee Retirement System)

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- ☐ New Business Development
- ☐ Business Recruitment and Retention
- ☐ Marketing and Promotion
- ☐ Real Estate Development
- ☐ Banking/Finance

Brownfield/Economic Development Corporation Commission

To alleviate and prevent conditions of unemployment; to assist and retain local industries and commercial enterprises in order to strengthen and revitalize the economy of the City of Oak Park and the State of Michigan; to provide means and methods for the encouragement and assistance of industrial and commercial enterprises in locating, purchasing, constructing, reconstructing, modernizing, improving, maintaining, repairing, furnishing, equipping and expanding in Oak Park; and to encourage the location and expansion of commercial enterprises to more conveniently provide needed services and facilities to Oak Park and its residents. To accomplish this, the EDC may construct, acquire, reconstruct, improve, maintain, repair, and/or acquire necessary lands for the site of projects; acquire necessary machinery, furnishings and equipment for projects; borrow money and issue revenue bonds to finance the cost of acquiring lands and equipment; enter into leases or sales contracts for projects; and sell projects. Please check below if you have experience in:

- ☐ Policymaking
- ☐ Preparation of strategic planning
- ☐ Having Knowledge or Understanding of Community Issues or Ordinances
- ☐ Being Fair & Open-Minded
- ☐ Analytic Ability
- ☐ Financial Analysis

Election Commission

The Election Commission shall appoint the Board of Election Inspectors for each precinct and have charge of all activities and duties required of it by statute and this Charter relating to the conduct of elections in the City. Please check below if you have experience in:

- ☐ Check-in registered voters and issue ballots and voter numbers
- ☐ Ability to register qualified individuals to vote
- ☐ Handle voting equipment to verify ballots have been completed and accepted
- ☐ Analyze documents
- ☐ Assist in the enforcement of all Election Day policies and procedures
- ☐ Assist in the completion of all Election Day forms

Library Board

Exclusive control of the expenditure of all moneys collected to the credit of the Library Fund, and of the construction of any Library building, and, of the supervision, care, and custody of the grounds, rooms, or buildings constructed, leased, or set apart for that purpose: Provided, that all moneys received for such Library shall be deposited in the Treasury of the City to the credit of the Library Fund, and shall be kept separate and apart from other moneys of the City, and drawn upon by the proper officers of the City, upon the properly authenticated vouchers of the Library Board.

To purchase or lease grounds; to occupy, lease, or erect an appropriate building or buildings for the use of the Library; to appoint a suitable Librarian and necessary assistants, and fix their compensation; and to remove such appointees; and shall, in general, carry out the spirit and intent of this article and of Act 164 in establishing and maintaining a public library and reading room. The Library and Reading Room established under this article shall be forever free to the use of the residents of the City, subject to such reasonable rules and regulations as the Library Board may adopt; and the Board may exclude from the use of the Library and Reading Room any and all persons who shall willfully violate such rules. Please check below if you have experience in:

- ☐ Policymaking
- ☐ Finance/Budget
- ☐ Advertising/Marketing/Public Relations
- ☐ Preparation of strategic planning
- ☐ Knowledge of or experience with fundraising
- ☐ Knowledge of or experience with levy campaigns
- ☐ Grants/Endowments
- ☐ Knowledge of libraries

Local Officers Compensation Commission

The Commission shall determine the salary of each local elected official. The determination shall be the salary unless the City Council, by resolution adopted by 2/3rds of the members elected to and serving on the City Council rejects it. The determination of the Commission shall be effective 30 days following its filing with the City Clerk unless rejected by the City Council. Please check below if you have experience in:

- ☐ Policymaking
- ☐ Finance/Budget
- ☐ Public Sector Compensation

Parks and Recreation Commission

It shall be the duty of the Parks and Recreation Commission to provide advice to the Oak Park Recreation Department, based on feedback from all segments of the City's diverse population. The commission will develop strategies for connecting with representatives from City Council, neighborhood and school groups, organizations, synagogues, churches and other groups that are representative of the City's diversity, and will actively encourage citizen participation. The Commission will support the values of sustainability, equity, engagement, and sound economics in providing quality and safe recreation programs and facilities for the City of Oak Park. The Commission will assist with planning, promoting, executing and evaluating of public recreation, parks, programs and other department special events. Please check below if you have experience in:

- ☐ Advertising/Marketing/Public Relations
- ☐ Banking/Finance
- ☐ Fitness/Recreation
- ☐ Forestry
- ☐ Land Use Planning
- ☐ Landscape Architecture
- ☐ Physical Education
- ☐ Public Administration

Planning Commission

Prepare and maintain a master plan for the physical development of the City. Review and make recommendations to the City Council regarding adoption of zoning ordinances and subsequent amendments thereto. Review and make recommendations to the City Council regarding special land uses in accordance with Article XIX of this ordinance. Review and approve site plans in accordance with section 1725 of this

ordinance. Review and make recommendation to the City Council regarding preliminary plat review of subdivisions proposed under P.A. 288 of 1967 as amended. Prepare and maintain a six-year capital improvements program. Review and approval of proposed public works projects, including the removal, location, widening, narrowing, vacating, abandonment, change of use, or extension of streets, alleys, grounds, open spaces, building, public utilities and terminals. Conduct necessary public hearings as required by law regarding matters before the Commission for review, recommendations or approval. The City's Planning Commission shall perform any and all acts as required by State law. Please check below if you have experience in:

- ☐ Civil Engineering
- ☐ Real Estate Development
- ☐ Architecture/Landscape Architecture
- ☐ Building Construction
- ☐ Land Use Planning

Recycling and Environmental Conservation Commission

To consider and advise the Department of Public Works and the City Council concerning any and all of the following matters: Public information, education outreach, and City-sponsored services relating to recycling, yard waste collection, household hazardous waste collection, and waste reduction. Environmental education, especially school-based programs.

Public information for residents relating to energy savings. Public information for residents relating to household activities which enhance and conserve water quality and water resources. Public education and events relating to tree planting and maintenance for environmental protection. Other topics relating to recycling, waste reduction, and environmental protection brought to the commission by staff or the City Council. Please check below if you have experience in:

- ☐ Environmental conservation
- ☐ Recycling
- ☐ Civic engagement
- ☐ Marketing

Traffic Safety Board

Established to study and recommend traffic and safety measures and programs to enhance traffic safety within the city. Resolving traffic problems: The traffic and safety board shall review and evaluate traffic problems that exist, anticipate those that may occur and recommend to the city council corrective measures or programs to resolve the problems, including, but not limited to, placement of stop signs, speed limits, traffic signals and other signage.

Endeavoring to decrease accidents: In addition, the board shall endeavor to serve the city by planning, conducting, promoting and assisting activities designed to decrease the number, severity and cost of accidents in the community. Please check below if you have experience in:

- ☒ Public Safety
- ☒ Civil Engineering
- ☒ Civic engagement

Zoning Board of Appeals

Administrative Appeals: To hear and decide appeals from any order, requirement, decision, or determination made by an administrative official charged with the enforcement of the Zoning Ordinance. There shall be no appeal to the Zoning Board of Appeals from a decision of the Planning Commission or City Council approving or disapproving a Special Land Use. Interpretation: To hear and decide requests for interpretation of the Zoning Ordinance and official Zoning Map. Variances: To authorize upon application in specific cases such variance from the terms of the Zoning Ordinance as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this ordinance would result in a practical difficulty or unnecessary hardship. Please check below if you have experience in:

- ☒ Architecture
- ☒ Building Construction/Engineering
- ☐ Land Use Planning
- ☒ Real Estate/Development/Law
- ☒ Having Knowledge or Understanding of Community Issues or Ordinances



CITY OF OAK PARK

BOARDS & COMMISSIONS APPLICATION

3A - Rubin

Please complete, sign and date application form and return to:
City Clerk's Office
Attn: Boards & Commissions
14000 Oak Park Boulevard
Oak Park, MI 48237-2082
Fax: (248) 691-7167 Office: (248) 691-7544
Email: tyecchi@oakparkmi.gov
jwilliams@oakparkmi.gov

Review the list of Boards and Commissions below and determine your top 3 choices (confirm your preferences by placing a "1", "2" or "3" after the title of the Board or Commission in the space provided). Every effort will be made to accommodate your first three preferences. However, vacancies vary, and demand for some boards may be higher than others so some degree of flexibility is necessary.

- | | | |
|--|--|---|
| ☐ Arts & Cultural Diversity Commission _____ | ☐ Corridor Improvement Authority _____ | ☐ Parks & Recreation Commission _____ |
| ☐ Beautification Advisory Commission _____ | ☐ Economic Dev. Corp /Brownfield Red. Auth. _____ | ☐ Planning Commission _____ |
| ☐ Board of Review _____ | ☐ Election Commission _____ | ☒ Recycling & Environmental Commission <u>1</u> |
| ☐ Board of Trustees (Emp. Retirement Sys) _____ | ☐ Library Board _____ | ☐ Traffic Safety Board _____ |
| ☐ Building Board of Appeals _____ | ☐ Local Officers Compensation Comm. _____ | ☐ Zoning Board of Appeals _____ |

Applicants are encouraged to attend meetings of the groups for which they are applying.
All meetings are open to the public, and volunteer help is always appreciated.

APPLICANT INFORMATION (Please type or print answers to all questions):

Name: Edna Rubin

Current Address: 26161 Raine Oak Park 48237
Street City Zip

Email Address: justednar@aol.com

Home Phone: 248-968-1011 Cell Phone: 248-320-7877 Work Phone: _____

Date Residency Established: 1967 (June) Have you ever served on a Board or Commission in another City? ☐ Yes ☒ No

If yes, please indicate what City and the Board or Commission: _____

Employer Name: _____ Occupation: _____

Professional Qualifications and/or Work Experience: Retired teacher

Educational Background: UM (B.A, MA +Bo) 5 teaching certificates

Community Activities and/or Other Experience: _____

ACKNOWLEDGMENT:

Because serving on a Board or Commission requires a substantial commitment of time, effort and scheduling on the part of the members, we ask that you carefully consider your schedule before pursuing appointment to a Board or Commission and that by signing below you are confirming your willingness to make a concerted effort to attend every meeting and to fulfill your duties and responsibilities as a member. All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act.

Signature: Edna Rubin Date: 3/15/2023

(City Clerk's Office Use Only Below this Line)

Date Received: _____
Signed Acknowledgement: ☐ Yes ☐ No
Term Ending: _____
Staff Liaison: _____

Interview Date: _____
Board or Commission: _____
Letter Sent: ☐ Yes ☐ No / Date _____
Liaison Notified: ☐ Yes ☐ No / Date _____

Council Meeting Date: _____
Appointed: ☐ Yes ☐ No
Motion Number: _____

Boards and Commissions Supplemental Information

Please review the attached "Boards and Commissions Application Attachment" for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat.

Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed below, the community urges you to apply for consideration. The community needs citizens with diverse backgrounds on its boards and commissions. Members must be city residents for at least two years.

Arts and Cultural Diversity Commission

The mission statement of the Arts and Cultural Diversity Commission shall be to recommend, develop and implement city-wide programs and events which provide community access to the performing and creative arts and which celebrate cultural diversity; to work with local, state and federal agencies to take advantage of available resources, including funding. The Commission shall actively participate in developing, implementing, promoting and staffing appropriate programs. The Commission may partner with the Parks and Recreation Commission and Friends of the Library on programs which provide community access to the performing and creative arts and celebrate cultural diversity. Please check below if you have experience in:

- ☐ Public Art
- ☐ Culture
- ☐ Performing Arts
- ☐ Visual Arts
- ☐ Arts Education and/or Marketing

Beautification Advisory Commission

Members consider and propose programs which would improve the physical appearance of the community and implement such programs as may be approved by the City Council; annually organize and carry out a short-term campaign to encourage citizen participation in activities designed to beautify the City; and report blight to the Code Enforcement Division of the Department of Technical and Planning Services. Please check below if you have experience in:

- ☐ Landscaping
- ☐ Horticulture
- ☐ Blight prevention
- ☐ Event Planning/Marketing

Board of Review

The Board reviews the tax assessment roll; adds to the roll any properties omitted; corrects errors in the roll; and hears the complaints of all persons considering themselves aggrieved by the assessments. If it appears that any person or property has been wrongfully assessed or omitted from the roll, the Board shall correct the roll in such manner as it deems just. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ Property Appraisal/Assessing
- ☐ Real Estate/Development/Law

Board of Trustees (Employee Retirement System)

The Board is vested with the general administration, management and responsibility for the proper operation of the retirement system, as well as for construing and making effective the provisions of the retirement system. Please check below if you have experience in:

- ☐ Banking/Finance
- ☐ Investments



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: Special City Council Meeting, September 5, 2023

SUBJECT: Reappointments to City Boards and Commissions

DEPARTMENT: City Clerk

SUMMARY: Attached is a list of board/commission members whose terms are set to expire at the end of August 2023.

RECOMMENDED ACTION: To consider reappointing the following Commission Members:

APPOINTEE	BOARD	NEW TERM TO EXPIRE
Stephanie Crawford	Arts and Cultural Diversity Commission	August 2026
Rosetta Kincaid	Arts and Cultural Diversity Commission	August 2026
Terri McQueen	Arts and Cultural Diversity Commission	August 2026
Carla Wallace	Arts and Cultural Diversity Commission	August 2026
Zakiya Hollifield	Board of Review	August 2026
Zeana Attisha	Corridor Improvement Authority	August 2027
Zakiya Hollifield	Library Board	August 2025
Leslye Harlik-Richie	Library Board	August 2025
Michael Seligson	Planning Commission	August 2026
Clarissa Clemons	Recycling	August 2026
Noureldin Almahameed	Traffic Safety Board	August 2026
Michael Seligson	Zoning Board of Appeals	August 2026

APPROVALS:

City Manager: _____ET_____

Department Director: _____JLW_____