Oak Park
City Council Agenda

September 4, 2018

AGENDA
REGULAR CITY COUNCIL MEETING
37th CITY COUNCIL
OAK PARK, MICHIGAN
September 4, 2018
7:00 PM

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **APPROVAL OF AGENDA**

5. **CONSENT AGENDA**

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

   A. Regular Council Meeting Minutes of August 27, 2018
   B. Special Council Meeting Minutes of August 27, 2018
   C. Parks and Recreation Commission Meeting Minutes of May 16, 2018 and June 20, 2018
   D. Zoning Board of Appeals Meeting Minutes of June 26, 2018
   E. Election Commission Meeting Minutes of October 16, 2017
   F. Payment of invoices from OHM Advisors for the Seneca and Sherman Pocket Parks, Traffic Signal Optimization, SAW Grant Support, GWLA Contract Support and Architectural and Engineering for Court in the total amount of $93,684.95
   G. Beautification Advisory Commission resolution and nominee recommendations for the 2018 Beautification Awards
   H. Payment Application No. 3 (FINAL) for the 2017-2018 Sewer Lining Project, M-677, to Insituform Technologies USA, LLC be approved for the amount of $5,000.00
   I. Licenses - New and Renewals as submitted for September 4, 2018

6. **RECOGNITION OF VISITING ELECTED OFFICIALS**

7. **SPECIAL RECOGNITION/PRESENTATIONS:** None

8. **PUBLIC HEARINGS:** None

9. **COMMUNICATIONS:** None

10. **SPECIAL LICENSES:**

    A. Request for a Special Event License and waiver of fees submitted by Mark Odam, 13691 Vernon, for the Annual Vernon Street Block Party to be held on September 16, 2018

11. **ACCOUNTING REPORTS:** None

12. **BIDS:**

    A. Request to award the bid for the 2018-2019 Miscellaneous Concrete Project, M-682 to Mattioli Cement Company of Fenton, MI for a total amount of $340,791.14

13. **ORDINANCES:** None

14. **CITY ATTORNEY:**

15. **CITY MANAGER:**

Administration

A. Resolution appointing members to the Youth Assistance Board of Directors

Department of Public Works

B. Request to approve a proposal from Frank Rewold and Son, Inc. to perform Construction Manager services for the 45th District Court Building Renovation Project, M-684 for the Construction Manager's fee of 2.9% of the cost of the work and a General and Special Conditions cost of $180,586.00 subject of final approval by the City Attorney

C. Request to approve a cost participation agreement with the Board of Commissioners of Oakland County for the Local Road Improvement Matching Fund Pilot Program Grant to repurpose intersections of Sherman and Seneca Streets at West Nine Mile Road

16. **CALL TO THE AUDIENCE**

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

17. **CALL TO THE COUNCIL**

18. **ADJOURNMENT**

The City of Oak Park will comply with the spirit and intent of the American with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. 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
37th OAK PARK CITY COUNCIL
August 27, 2018
7:00 PM

MINUTES

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

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

ABSENT: None

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

APPROVAL OF AGENDA:

CM-08-285-18 **(AGENDA ITEM #4) ADOPTION OF THE AGENDA AS PRESENTED – APPROVED**

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

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-08-286-18 **(AGENDA ITEM #5A-F) CONSENT AGENDA - APPROVED**

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

A. Regular Council Meeting Minutes of August 6, 2018 **CM-08-287-18**
B. Planning Commission Meeting Minutes of April 9, 2018 **CM-08-288-18**
C. Request to approve the Calendar Year 2019 Free Garage Sale dates **CM-08-289-18**
D. Arts and Cultural Diversity Commission Meeting Minutes of July 12, 2018 **CM-08-290-18**
E. Request to advertise for bids for the 2018 Water System Upgrades Project, M-691 **CM-08-291-18**
F. Licenses - New and Renewals as submitted for August 27, 2018 **CM-08-292-18**

MERCHANT'S LICENSES – August 27, 2018
(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEE	BUSINESS TYPE
STORAGE SENSE - OAK PARK	15200 W. EIGHT MILE	$150	SELF STORAGE
CHIC SWEETS BOUTIQUE	25900 GREENFIELD #241	$225	OFFICE
ACADEMIC MARKETING SERVICES	25900 GREENFIELD #402	$450	OFFICE
LIGHTING SUPPLY	12701 NORTHEND	$150	DISTRIBUTION
VICTORIA -NIA	12701 NORTHEND	$150	ONLINE BOOK RETAIL
SADIA ENTERPRISES	13000 NORTHEND	$825	OFFICE

RENEWALS	ADDRESS	FEE	BUSINESS TYPE
MICHIGAN WHOLESALE MART	21350 COOLIDGE	$225	RETAIL
ZEMAN'S NEW YORK BAKERY	25258 GREENFIELD	$225	BAKERY
UNIVERSAL STAINED GLASS DESIGN	8550 NINE MILE	$150	STAINED GLASS/GIFT SHOP
FERNDALE FRIENDS	10440 NINE MILE	$150	PUBLISHING
WALGREENS #5425	13550 NINE MILE	$225	RETAIL

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #7A) Mayor McClellan presented a Certificate of Appreciation to Steven Gold recognizing his generous gift of $1,000.00 to the Public Safety Department.

PUBLIC HEARINGS: None

COMMUNICATIONS: None

SPECIAL LICENSES:

CM-08-293-18 **(AGENDA ITEM #10A) SPECIAL EVENT REQUEST – SENECA STREET BLOCK PARTY - APPROVED**

Motion by Weiss, seconded by Burns, CARRIED UNANIMOUSLY, to approve the following special event request subject to all departmental approvals:

Name	Event	Fee
Thomas Zerafa 24320 Seneca	Seneca Street Block Party September 9, 2018	App Fee waived

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

MOTION DECLARED ADOPTED

CM-08-294-18 (AGENDA ITEM #10B) SPECIAL EVENT REQUEST - RENSSELAER STREET BLOCK PARTY - APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve the following special event request subject to all departmental approvals:

Name	Event	Fee
Michella Zuckerberg 24311 Rensselaer	Annual Rensselaer Block Club Party September 8, 2018	App Fee waived

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

MOTION DECLARED ADOPTED

ACCOUNTING REPORTS:

CM-08-295-18 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF INVOICES SUBMITTED BY GARAN, LUCOW, MILLER, P.C. FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF $16,815.26 - APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve payment of invoices #499313, #499314 and #499315 by Garan, Lucow, Miller P.C., for legal services rendered through July 31, 2018 in the total amount of $16,815.26.

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

MOTION DECLARED ADOPTED

BIDS:

CM-08-296-18 (AGENDA ITEM #12A) BID AWARD FOR THE 2018-2019 CATCH BASIN LINE REPLACEMENT PROJECT, M-687 TO LACARIA CONCRETE CONSTRUCTION OF DETROIT, MI FOR A TOTAL AMOUNT OF $205,220.00 - APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to award the bid for the 2018-2019 Catch Basin Line Replacement Project, M-687 to Lacaria Concrete Construction of Detroit, MI for a total amount of $205,220.00.

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

MOTION DECLARED ADOPTED

Assistant City Manager Yee reported the request to bid the 2018 Joint and Crack Sealing Project, M-681 was approved at the July 16, 2018 City Council meeting. The project was advertised and 35 contractors viewed the documents. On August 9, 2018, four (4) bids were received and opened. The low bidder, Lacaria Concrete Construction of Detroit, MI, submitted a bid of $205,220.00. References were checked and all had positive responses.

ORDINANCES: None

CITY ATTORNEY: No Report

CITY MANAGER:

City Clerk

CM-08-297-18 (AGENDA ITEM #15A) RESOLUTION AUTHORIZING THE TEMPORARY MOVE OF ONE POLLING LOCATION FOR THE NOVEMBER 6, 2018 GENERAL ELECTION - APPROVED

Motion by Burns, seconded by Rich, CARRIED UNANIMOUSLY, to adopt the following resolution authorizing the temporary move of one polling location for the November 6, 2018 General Election:

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

RESOLUTION AUTHORIZING THE TEMPORARY MOVE OF ONE POLLING LOCATION FOR THE NOVEMBER 6, 2018 GENERAL ELECTION

At a Regular Meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held at Oak Park City Hall located at 14000 Oak Park Boulevard on the 27th day of August, 2018, at 7:00 p.m.

WHEREAS, Avery Elementary School, in the Berkley School District, is the polling location for Precinct 1 for the City of Oak Park; and

WHEREAS, Avery Elementary School is will be unavailable for use as a polling location on November 6, 2018; and

WHEREAS, the Berkley School District has Norup International School available to accommodate Precinct 1 for the November 6, 2018 General Election.

NOW THEREFORE BE IT RESOLVED, that the City of Oak Park City Council hereby agrees to temporarily move Precinct 1 for the November 6, 2018 General Election to Norup International School, 14450 Manhattan, Oak Park, MI; and

BE IT FURTHER RESOLVED, that the City Clerk of the City of Oak Park is directed to notify the voters in Precinct 1 that the Precinct is moved to Norup International School for the November 6, 2018 General Election.

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

MOTION DECLARED ADOPTED

CM-08-298-18 (AGENDA ITEM #15B) RESOLUTION ADOPTING THE 2019 CITY COUNCIL REGULAR MEETING SCHEDULE - APPROVED

Motion by Rich, seconded by Radner, CARRIED UNANIMOUSLY, to approve the following resolution adopting the 2019 City Council Regular Meeting schedule:

A RESOLUTION ADOPTING THE 2019 REGULAR MEETING SCHEDULE OF THE OAK PARK CITY COUNCIL

WHEREAS, the Home Rule Charter for the City of Oak Park, Michigan in Chapter 7 captioned The Council: Procedure and Miscellaneous Powers and Duties in Section 7.1 entitled Regular meetings, specifies that the council shall provide by resolution for the time and place of its regular meetings and shall hold at least two regular meetings each month.

WHEREAS, the City of Oak Park City Council Rules of Procedure, in Section 2 captioned City Council Meetings, Subsection A entitled Regular Meetings specifies that the Regular meetings of the City Council will be held on the first and third Mondays of each month, unless that day is a holiday or holiday eve.

WHEREAS, the City of Oak Park City Council Rules of Procedure, in Section 2 captioned City Council Meetings, Subsection A entitled Regular Meetings further specifies that before the end of the year, the Council will approve by resolution the Regular meeting schedule for the following calendar year, including exceptions to the first and third Monday meetings.

WHEREAS, the Michigan "Open Meetings Act" (MCL 15.261 et. seq.) in Section 5, Subsection (2) provides that for regular meetings of a public body, there shall be posted within 10 days after the first meeting of the public body in each calendar or fiscal year a public notice stating the dates, times, and places of its regular meetings.

NOW, THEREFORE, BE IT RESOLVED that the regular meetings of the Oak Park City Council for calendar year 2018 shall be held in the Council Chambers at the Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, Michigan, telephone number (248) 691-7544, at 7:00 P.M. on the following dates:

January 7 and 22 (Monday, January 21, 2019 City Offices are closed in observance of Martin Luther King Jr. Day)

February 4 and 18
March 4 and 18
April 1 and 15
May 6 and 20
June 3 and 17

July 1 and 15
August 5 and 19

September 3 (Monday, September 2, 2019 City Offices are closed in observance of Labor Day) and **16**

October 7 and 23 (Monday, October 21, 2019 – Religious Holiday)
November 4 and 18
November 11 (Organizational Meeting)
December 2 and 16

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Clerk be and is hereby directed to give public notice of the forgoing regular dates and times for City Council meetings and the place at which meetings are to be held consistent with the requirements of Section 5, Subsection (2) of the "Open Meetings Act".

Department of Public Safety

CM-08-299-18 (AGENDA ITEM #15C) RESOLUTION ADOPTING THE OAKLAND COUNTY HAZARD MITIGATION PLAN - APPROVED

Motion by Weiss, seconded by Radner, CARRIED UNANIMOUSLY, to approve the following resolution adopting the updated Oakland County Hazard Mitigation Plan:

ADOPTION OF THE OAKLAND COUNTY
HAZARD MITIGATION PLAN

WHEREAS, the mission of The City of Oak Park includes the charge to protect the health, safety, and general welfare of the people of The City of Oak Park; and

WHEREAS, The City of Oak Park, Michigan is subject to flooding, tornadoes, winter storms, and other natural, technological, and human hazards; and

WHEREAS, and the Oakland County Homeland Security Division and the Oakland County Local Emergency Planning Committee, comprised of representatives from the County, municipalities, and stakeholder organizations, have prepared a recommended Hazard Mitigation Plan that reviews the options to protect people and reduce damage from these hazards; and

WHEREAS, The City of Oak Park has participated in the planning process for development of this Plan, providing information specific to local hazard priorities, encouraging public participation, identifying desired hazard mitigation strategies, and reviewing the draft Plan; and

WHEREAS, the Oakland County Homeland Security Division (HSD), with the Oakland County Local Emergency Planning Committee (LEPC), has developed the OAKLAND COUNTY HAZARD MITIGATION PLAN as an official document of the County and establishing a County Hazard Mitigation Coordinating Committee, pursuant to the Disaster Mitigation Act of 2000 (PL-106-390) and associated regulations (44 CFR 210.6); and

WHEREAS, the Plan has been widely circulated for review by the County's residents, municipal officials, and state, federal, and local review agencies and has been revised to reflect their concerns; and

NOW THEREFORE BE IT RESOLVED by The City of Oak Park and the Oak Park City Council that:

1. The Oakland County Hazard Mitigation Plan is hereby adopted as an official plan of The City of Oak Park.
2. The Oak Park Department of Public Safety is charged with supervising the implementation of the Plan's recommendations, as they pertain to The City of Oak Park and within the funding limitations as provided by the Oak Park City Council or other sources.
3. The Oak Park Department of Public Safety shall give priority attention to the recommended portions of the Plan specific to the City of Oak Park.

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

MOTION DECLARED ADOPTED

Public Safety Director Cooper reported that every five years the Federal Emergency Management Agency (FEMA) requires local governments to develop and adopt a hazard mitigation plan as a condition for receiving disaster assistance. Oakland County has received conditional approval of the updated plan pending adoption by all local governments.

Economic Development and Communications

(AGENDA ITEM #15D) Director of Economic Development and Communications Marrone presented the City of Oak Park Complete Streets Plan that will help guide the City and its agents in implementing strategies to advance its motorized and non-motorized transportation infrastructure.

Department of Public Works

CM-08-300-18 **(AGENDA ITEM #15E) REQUEST TO APPROVE AMENDMENT NO. 3 FOR THE CITY'S WATER SERVICE CONTRACT WITH THE GREAT LAKES WATER AUTHORITY AND TO AUTHORIZE THE MAYOR, CITY MANAGER, AND CITY CLERK TO SIGN THE CONTRACT ON BEHALF OF THE CITY SUBJECT TO FINAL APPROVAL BY THE CITY ATTORNEY - APPROVED**

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve Amendment No. 3 for the City's water service contract with the Great Lakes Water Authority and to authorize the Mayor, City Manager, and City Clerk to sign the contract on behalf of the City subject to final approval by the City Attorney.

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

MOTION DECLARED ADOPTED

Assistant City Manager Yee reviewed Amendment No. 3 to the Water Service Contract between the Great Lakes Water Authority and the City of Oak Park. This amendment clarifies contract language as well as revises Oak Park's annual volume. He indicated these revisions will not change the base wholesale water rates.

CALL TO THE AUDIENCE:

There were no members of the audience who wanted to speak.

CALL TO THE COUNCIL:

Mayor McClellan announced that a plaque will be placed in the sunflower beds near the Community Center recognizing residents Louis Landau, Joyce Schulman, Sharon Chudnow and Reatha Richmond who have served on a city board or commission for 30 years or more. She also encouraged everyone to vote in the upcoming November election and reviewed recent city events.

Mayor Pro Tem Radner thanked everyone for coming out.

Council Member Burns announced that the Planning Commission has just approved a site plan for the Coolidge Place housing project that consists of 64 units on Coolidge north of 8 mile road.

Council Member Weiss reminded everyone that the Oak Park Farmers Market continues on Wednesdays through September 26th. She also reminded everyone about Autumn Fest to be held on September 22 and Boo Bash on October 31.

Council Member Rich wished everyone a good night.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:33 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
37th OAK PARK CITY COUNCIL
August 27, 2018
5:30 PM

MINUTES

The Special Meeting was called to order at 5:30 PM by Mayor McClellan in the Executive Conference Room of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544

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

ABSENT: None

OTHERS PRESENT: City Manager Tungate, City Clerk Norris, Assistant City Manager Yee, City Attorney Duff, Human Resources Director Brooks, City Attorney Fournier, City Attorney Gillooly

SPECIAL BUSINESS:

Labor Attorney Brandon Fournier summarized the City of Oak Park Deferred Retirement Option Program (DROP) and explained proposed amendments that would allow for the extension of the participation period to a maximum time of eight years.

SCM-08-281-18 MOTION TO APPROVE PROPOSED AMENDMENTS TO THE CITY'S DEFERRED RETIREMENT OPTION PROGRAM (DROP), ALLOWING THE CITY MANAGER TO EXTEND THE PARTICIPATION PERIOD TO A TOTAL MAXIMUM TIME OF EIGHT (8) YEARS, SHOULD THE CITY BE CONTRACTUALLY REQUIRED TO ALLOW FOR SUCH AN EXTENSION - APPROVED

Motion by Burns, seconded by Rich, CARRIED UNANIMOUSLY, to approve proposed amendments to the City's Deferred Retirement Option Program (DROP), allowing the City Manager to extend the participation period to a total maximum time of eight (8) years, should the City be contractually required to allow for such an extension.

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

MOTION DECLARED ADOPTED

CLOSED SESSION

SCM-08-282-18 MOTION TO CONVENE INTO A CLOSED SESSION TO DISCUSS ATTORNEY CLIENT PRIVILEGED COMMUNICATION AND PENDING LITIGATION REGARDING KISH VS. CITY OF OAK PARK - APPROVED

Motion by Weiss, Seconded by Rich, CARRIED UNANIMOUSLY, to convene into a Closed Session to discuss Attorney Client Privileged Communication and pending litigation regarding Kish vs. City of Oak Park.

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

MOTION DECLARED ADOPTED

The Closed Session began at 5:39 PM. The Special Meeting reconvened at 6:20 PM.

SCM-08-283-18 MOTION TO APPROVE A PROPOSED SETTLEMENT IN THE KISH VS. CITY OF OAK PARK CLASS ACTION LITIGATION IN THE AMOUNT OF $2,850,000.00 BASED UPON THE PRESENTATION AND LATER APPROVAL OF APPROPRIATE CLOSING DOCUMENTS TO BE SUBMITTED TO CITY COUNCIL BY THE CITY ATTORNEYS - APPROVED

Motion by Burns, seconded by Rich, CARRIED UNANIMOUSLY, to approve a proposed settlement in the Kish vs. City of Oak Park class action litigation in the amount of $2,850,000.00 based upon the presentation and later approval of appropriate closing documents to be submitted to City Council by the City Attorneys.

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

MOTION DECLARED ADOPTED

SCM-08-284-18 CLOSED SESSION MINUTES - APPROVED

Motion by Weiss, seconded by Radner, CARRIED UNANIMOUSLY, to approve the minutes of the August 27, 2018 Closed Session.

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

MOTION DECLARED ADOPTED

CALL TO THE AUDIENCE:

There were no members of the public wishing to speak.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the special meeting at 6:25 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

CITY OF OAK PARK, MICHIGAN
DEPARTMENT OF PARKS AND RECREATION COMMISSION MEETING MINUTES
May 16, 2018

The meeting was called to order at 7:02 pm by Alexander Simpson, Chairperson

Introduction/Present: Alexander Simpson, Juanita Bell, Patrick North, Beverly Wiggins, Dwight Thomas

Staff Member: Dan Parker

Absent: Mickey Alderman, Diane Spiller, Barb Weiskopf, Jim Weiskopf

Approval of Minutes for April 18, 2018. Motion to accept by Dwight Thomas
Seconded by: Beverly Wiggins

Recreation Updates – Dan Parker, Recreation Coordinator
Spring Fest was cancelled due to projected inclement weather. Services were rolled over to upcoming events. Decision to cancel was made the day before to keep from losing deposits.
Encouraged community to follow OP on social media for changes/cancellations/etc.
Summer Camps begin June 25th.
This is a busy time for the rec. department. The summer programs are moving in the right direction and staff is shaping up.
Senior Trips are filling up fast.
World Dance Day had a decent turnout with 10 groups performing, 6 vendors provided food, and the mayor was the mc.
TCC – Health and Wellness Fair attracted over 100 visitors, 30 local vendors, and promoted healthy living throughout the fair.
Oak Park Summer Fest has been renamed to Oak Park Summer Blast. A volunteer sign-up sheet is being developed.
Fourth of July Grand Marshal Community Member Nominee, Doug Craig, does not have an Oak Park address, thus making him ineligible to fill this role. Instead, Jim and Barb Weiskopf are the recommended grand marshal community members. Jim and Barb are longtime members of Oak Park and are dedicated active commissioners. A volunteer sign-up sheet is also being developed.
Art Work provided by DIA needs protective coverings.
Harding Pocket Park is being developed with additional updates in the making.

Tour of the Pool was led by Dan Parker who pointed out vast improvements throughout the facility. The pool is scheduled to open June 9th. The tour took place at the end of the meeting.

The meeting was adjourned at 7:34 pm with singing "Happy Birthday" to Juanita Bell.
Motioned by: Dwight Thomas
Seconded by: Beverly Wiggins
Respectfully submitted by Juanita Bell, Recording Secretary.

CITY OF OAK PARK, MICHIGAN
DEPARTMENT OF PARKS AND RECREATION COMMISSION MEETING MINUTES
June 20, 2018

The meeting was called to order by Alexander Simpson, Chairperson, at 7:07 pm.

Present: Alexander Simpson, Juanita Bell, Patrick North, Beverly Wiggins, Dwight Thomas, Mickey Alderman, Barbara Weiskopf, Jim Weiskopf.

Absent: Diane Spiller

Council Member: Regina Weiss

Recreation Staff: Laurie Stasiak

Approval of Minutes of Parks and Recreation Commission Meeting for May 16, 2018. Motion to accept by Dwight Thomas
Seconded by: Barbara Weiskopf

Council Comments – Council Member, Regina Weiss
Shout out to Rec. Department for putting on Summer Blast.
Attendance seemed to be down from last year's event.

Recreation Updates – Laurie Stasiak
Summer Blast had 24 bb amateurs competing for $1500 prize money.
$8000 – Sponsorship money
Activities included Kid Zone, DIA Truck, Arts & Crafts, Nature Activities, Baseball Throw, Beer & Wine Tent, Music
Consideration has been given to eliminate Beer and Wine Tent for next year due to poor sales.
Summer Camp has enrolled 27 kids
Full staff who are great, energized, and a willingness to get involved.
Summer Camp Handbook was distributed.
Recreation Staff, Dan Parker will be leaving his position and taking on a new position with the City of Ferndale.

New Business:
Oak Park Summer Concert Series sponsored by United Health Care June 21 – August 2 from 7:00 pm – 8:30 pm.
Splash Bash sponsored by National Kidney Foundation June 21 – August 24
Plans are in the making for a Female Splash Bash on Sunday am – An instructor is needed
Great pool attendance with 350 – 400 participants on opening day
Laurie gave pool overview which included privacy, updates, hours of operation
Fourth of July Parade and Funfest needs volunteers

Grand Marshall Business: Joyful Tots Development and Learning Center
Grand Marshall Community: Jim and Barb Weiskopf
Farmer's Market is being sponsored by Humana and will operate from July 18 – September 26
Seniors' Programs:
55 seniors show up most days for various activities.
All activities are going very well and experience a sellout most of the time.
July 13 – Senior DIA Tour

Autumn Fest is scheduled for September 22. Additional information forthcoming.

Parks and Recreation Master Plan has not been approved. The city opted not to go after grants.

Commission Project: Discussion to continue
A community garden and a dog park were ideas shared.

Additional Comments:
Safety Crosswalk Signs – Signs erected to stop for pedestrians especially in school zones.
Berkley and Ferndale were noted as communities with Safety Crosswalk Signs
2-day State Recreation Workshop was mentioned
Pocket Park bids are out and continue to be developed.

The meeting was adjourned at 8:24 pm.
Motioned by: Dwight Thomas
Seconded by Beverly Wiggins

Respectfully submitted by Juanita Bell, Recording Secretary.

CITY OF OAK PARK, MICHIGAN
ZONING BOARD OF APPEALS
JUNE 26, 2018
MEETING MINUTES

The meeting was called to order at 7:32 p.m. by Chairperson Landau in the Council Chambers of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237 and Roll Call was made.

PRESENT: Chairperson Landau
Vice Chairperson Huston
Commissioner Anderson
Commissioner Blumenkopf
Commissioner Peiss
Commissioner Seligson

ABSENT: Commissioner Barton

OTHERS PRESENT: City Planner Kevin Rulkowski
Community & Economic Development Director Kimberly Marrone
Deputy City Clerk Lisa Vecchio

APPROVAL OF ZONING BOARD OF APPEALS MINUTES OF MARCH 27, 2018

MOTION BY Blumenkopf, SECONDED BY Peiss, to approve the meeting minutes of March 27, 2018 with one correction.

Vote: Yes: Anderson, Blumenkopf, Huston, Landau, Peiss, Seligson
No: None

MOTION DECLARED ADOPTED

COMMUNICATIONS: None

OLD BUSINESS: None

NEW BUSINESS:

a) **CASE 18-02:**

APPLICANT:
MRE Partners, LLC
8250 Nine Mile
Oak Park, Michigan

PROPERTY:
10130 Albany
Property Identification Number: 52-25-32-229-033

ORDINANCE REQUIREMENTS AND REQUEST:

One variance is requested:

1) Article XVI, Section 1600, Footnote D, requires the minimum floor area for a one-story dwelling to be 1,000 square feet. The applicant is requesting a waiver of 99 square feet, to construct a one-story dwelling with a floor area of 901 square feet.

STAFF FINDINGS OF FACT:

1) The subject parcel is zoned R-1, One Family Dwelling District.
2) Article XVI, Section 1600, Footnote D, requires the minimum floor area for a one-story dwelling to be 1,000 square feet.
3) The applicant is requesting a waiver of 99 square feet, to construct a one-story dwelling with a floor area of 901 square feet.
4) The lot dimensions of the subject parcel are 60 feet by 105 feet. Similar to lots adjacent to the subject parcel.
5) The square footage of the proposed house at 901 square feet would be similar in size to the adjacent existing homes:
    a. 10050 Albany – 827 square feet
    b. 10100 Albany – 828 square feet
    c. 10110 Albany – 998 square feet
    d. 10130 Albany (proposed) – 901 square feet
    e. 10140 Albany – 827 square feet
    f. 10150 Albany – 828 square feet
    g. 10160 Albany – 991 square feet

STAFF RECOMMENDATIONS:

The applicant is proposing to construct a new house on a vacant property at 10130 Albany. The Zoning Ordinance requires the minimum floor area for a one-story dwelling to be 1,000 square feet. The applicant is proposing to build a one story house 901 square feet in size. Although the proposed house will be 99 square feet in size less than the required minimum, it will be generally consistent in size to the adjacent homes on the street.

The Board will have to determine whether an argument for a practical difficulty *(would compliance unreasonably prevent the owner from using the property for a permitted purpose, would strict compliance would render conformity unnecessarily burdensome, and would the granting of a variance would provide substantial justice to applicant)* can be demonstrated.

Given the fact that the variance request would allow for a house similar in size to those found in the neighborhood, it is unlikely that the proposed house will essentially alter the character of the surrounding area due to its size. Although strict compliance with the minimum house size requirement would not unreasonably prevent the owner from using the property for a permitted purpose, it might render conformity unnecessarily burdensome in this case.

Taking the above findings of fact into consideration, it is the recommendation of the Planning Division to approve the variance requests as proposed.

MOTION BY Blumenkopf, SECONDED BY Seligson, that based on the information presented in the Planning Division Report, and additional findings of fact discussed during the review of case # 18-02, I move to **approve** the request

of MRE Partners LLC, for 10130 Albany,

1) for a waiver of 99 square feet, from the provisions in Article XVI, Section 1600, Footnote D, to construct a one-story dwelling with a floor area of 901 square feet.

VOTE: Yes: Anderson, Blumenkopf, Huston, Landau, Peiss, Seligson
No: None

MOTION CARRIED

b) **CASE 18-03**:

APPLICANT:
Northland Plaza Subsidiary LLC
21210-21230 Greenfield Road
Oak Park, Michigan

PROPERTY:
21210-21230 Greenfield Road
Property Identification Number: 52-25-31-051-039

ORDINANCE REQUIREMENTS AND REQUEST:
Two variances are requested:

1. Article XVIII, Section 1805, C, 1, requires shopping center identification signs to have a maximum number of four (4) tenants displayed on the shopping center identification sign. The applicant is requesting a waiver to allow five (5) tenants to be displayed on the shopping center identification sign.
2. Article XVIII, Section 1802, A, requires only on-site signs are permitted. The applicant is requesting a waiver to allow for a sign panel on a shopping center identification sign to advertise a business on an adjacent property.

STAFF FINDINGS OF FACT:

1) The property is currently zoned B-2, General Business District.
2) Article XVIII, Section 1805, C, 1, requires shopping center identification signs to have a maximum number of four (4) tenants displayed on the shopping center identification sign.

3) The applicant is requesting a waiver to allow five (5) tenants to be displayed on the shopping center identification sign.
4) Article XVIII, Section 1802, A, requires only on-site signs are permitted.
5) The applicant is requesting a waiver to allow for a sign panel on a shopping center identification sign to advertise a business on an adjacent property.
6) The site is a portion of the former location of the Northland Plaza Shopping Center.
7) Currently, only Office Depot and the Fed-Ex distribution center are operating on what once was the Northland Plaza Shopping Center.
8) The former Northland Plaza Shopping Center has been divided into three distinct parcels, with Office Depot on one, Fed-Ex on another, and the remainder on a third parcel.
9) In December of 2017, the Planning Commission approved a Site Plan to construct an 11,701 square foot shopping center on 1.22 acres of the 5.60 acre property.
10) The former location of the Northland Plaza Shopping Center still has a 22 foot high shopping center identification sign that identifies Office Depot as a tenant. This sign is proposed to be removed.
11) The applicant is proposing a new 13 foot high shopping center identification sign with Office Depot as one of the five tenants on the sign.
12) The fifth sign panel on the shopping center identification sign is intended to identify a future tenant that will have no visibly from Greenfield Road.

STAFF RECOMMENDATIONS:

The applicant, Northland Plaza Subsidiary LLC, is constructing a new 11,701 square foot shopping center with three tenant spaces on a portion of the former Northland Plaza Shopping Center. The new shopping center is part of a transformation of the area to create new retail opportunities. The existing Office Depot is located on a new parcel along with the former and long vacant Handy Andy building center. The variance request would allow the applicant to remove a 30 year old shopping center identification sign and replace it with a new smaller shopping center identification sign. The new sign would identify the three tenants of the new shopping center along with Office Depot and a future tenant not visible from Greenfield Road.

The variance requests are intended to renovate the area with new retail opportunities while also recognizing that a former shopping center retail use still exists (Office Depot). Considering the unique circumstances of this request, it would seem reasonable to allow for an additional sign panel on the shopping center identification sign as well as allowing for an existing retail use to be identified on the sign. For this reason an argument for a practical difficulty (would compliance unreasonably prevent the owner from using the property for a permitted purpose, would strict compliance render conformity unnecessarily burdensome, and would the granting of a variance provide substantial justice to applicant) could be demonstrated.

The Board might want to consider placing a condition on the off-premise sign variance for the Office Depot. At some point in the future, if Office Depot decides to erect its own monument style sign on its parcel, the sign panel identifying Office Depot on the shopping center identification sign must be removed.

MOTION BY Seligson, SECONDED BY Peiss, that based on the information presented in the Planning Division Report, and additional findings of fact discussed during the review of case # 18-03, I move to **approve** the request

of Northland Plaza Subsidiary LLC, 21210-21230 Greenfield Road,

1) for a waiver from the provisions in Article XVIII, Section 1805, C, 1, to allow five (5) tenants to be displayed on the shopping center identification sign.
2) for a waiver from the provisions in Article XVIII, Section 1802, A, to allow for a sign panel on a shopping center identification sign to advertise a business on an adjacent property.

VOTE: Yes: Anderson, Blumenkopf, Huston, Landau, Peiss, Seligson
No: None

MOTION CARRIED

ADJOURNMENT:
There being no objections, Chairperson Landau adjourned the meeting at 7:51 p.m.

____
Lisa Vecchio, Deputy City Clerk/Director of Elections

CITY OF OAK PARK, MICHIGAN

ELECTION COMMISSION

October 16, 2017
10:00 a.m.

DRAFT MINUTES

A meeting of the Oak Park Election Commission was held October 16, 2017 at City Hall, 14000 Oak Park Boulevard, Oak Park, MI 48237. The meeting was called to order at 10:00 a.m. by Deputy City Clerk Vecchio.

PRESENT: Election Commissioner Sherman
City Clerk Norris

ALSO PRESENT: Deputy City Clerk/Director of Elections Vecchio

3. APPROVAL OF ELECTION COMMISSION MEETING MINUTES OF AUGUST 10, 2017

Resolution #EC-08-017-17
Motion by Norris, seconded by Sherman.

RESOLVED, that the Minutes of August 10, 2017 are APPROVED as submitted.

VOTE: Yes: All
No: None

MOTION CARRIED

4. APPOINTMENT OF ELECTION INSPECTORS

Resolution #EC-08-018-17
Motion by Sherman, seconded by Norris.

RESOLVED, that the Election Commission of the City of Oak Park hereby APPOINTS the following Election Inspectors to serve at the November 7, 2017 General Election and authorizes the City Clerk to appoint additional inspectors on an emergency basis as needed; and

BE IT FURTHER RESOLVED, that the Election Commission of the City of Oak Park hereby establishes an Absent Voter Counting Board (AVCB) to process absent voter ballots for Precincts 1 – 16; and

BE IT FURTHER RESOLVED, that the Election Commission of the City of Oak Park hereby determines that both AVCB will convene and process absent voter ballots at Oak Park City Hall, 14000 Oak Park Blvd., Oak Park MI 48237, at 11:00 a.m. on November 7, 2017.

5. CONDUCT OF PUBLIC ACCURACY TEST FOR NOVEMBER 7, 2017 GENERAL ELECTION

The test deck that was properly sealed and then opened for Precinct 5 & 6 was ran through the tabulator and the results tapes were viewed by the Election Commission. The Election Commission determined that the votes on test ballots were recorded correctly. The test deck was resealed in the ballot bag and the results on the Scan unit were cleared.

6. CALL TO AUDIENCE: No members of the public were in attendance.

7. ADJOURNMENT.
There being no objections, the meeting adjourned at 10:21 a.m.

____
Lisa Vecchio, Deputy City Clerk/Director of Elections

5F

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: September 4, 2018 **AGENDA #**

SUBJECT: Payment request from OHM Advisors for Engineering Consulting Services.

DEPARTMENT: DPW/Technical & Planning – Engineering *GWS*

SUMMARY: Attached are invoices from OHM Advisors for the projects listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
Seneca and Sherman Pocket Parks	$6,622.50	$47,429.50	$54,052.00	$64,000.00	202-18-479-801
Traffic Signal Optimization	$11,331.20	$159,008.52	$170,339.72	$184,662.88	202-18-474-801
SAW Grant Support	$56,876.25	$105,429.83	$162,306.08	$216,000.00	592-16-619-818
GLWA Contract Support	$3,498.75	$17,566.25	$21,065.00	$22,500.00	592-18-538-801 592-18-540-801
Architectural and Engineering for Court – Design Development	$15,356.25	$0.00	$15,356.25	$61,425.00	470-70-900-801
Totals	**$93,684.95**	**$329,434.10**	**$423,119.05**	**$548,587.88**	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of $93,684.95. Funding is available in the above listed account.

APPROVALS:

City Manager: ____________

Department Director: ____________

Finance Director: ____________

Budgeted ☑

EXHIBITS: Invoices

OHM
Advancing Communities®

CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK, MI 48237

Invoice Date: 07/27/2018
Invoice #: 196005
Project: 0037-18-0010

Project Name: Nine Mile Pocket Parks

For Professional Services Rendered through: 7/14/2018

Design Development	5,827.50
Const Documents	315.00
Bidding	480.00
Survey	0.00
Amount Due This Invoice **	**6,622.50**

REMIT TO:
OHM Advisors
34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

OHM
Advancing Communities

CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK, MI 48237

Invoice Date: 07/27/2018
Invoice #: 196005
Project: 0037-18-0010

Design Development

Fixed Rates Labor

Classification		*Hours*	*Rate*	*Amount*
Grad. Arch./Landscape Arch. I		45.75	90.0000	4,117.50
Professional Engineer/Architect I		4.00	130.0000	520.00
	Fixed Rates Labor subtotal	49.75		4,637.50
	Total Design Development			**4,637.50**

Const Documents

Fixed Rates Labor

Classification		*Hours*	*Rate*	*Amount*
Grad. Arch./Landscape Arch. I		3.50	90.0000	315.00
	Total Const Documents			**315.00**

Bidding

Fixed Rates Labor

Classification		*Hours*	*Rate*	*Amount*
Grad. Arch./Landscape Arch. III		4.00	120.0000	480.00
	Total Bidding			**480.00**

Design Development

Fixed Rates Labor

Classification		*Hours*	*Rate*	*Amount*
Graduate Engineer II		4.25	120.0000	510.00
Professional Engineer/Architect IV		1.50	170.0000	255.00
	Fixed Rates Labor subtotal	5.75		765.00
	Total Design Development			**765.00**

Design Development

Fixed Rates Labor

Classification		*Hours*	*Rate*	*Amount*
Professional Engineer/Architect IV		2.50	170.0000	425.00
	Total Design Development			**425.00**

Total Project: 0037180010 - Nine Mile Pocket Parks **6,622.50**

OHM
Advancing Communities

CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK, MI 48237

Invoice Date: 07/26/2018
Invoice #: 195873
Project: 0037-15-0060

Project Name: Signal Optimization of 36 Locations

Progress Billing #22 Percent Complete 90%

For Professional Services Rendered through: 7/21/2018

Analysis of Costs	
Direct Salaries	1,789.04
Overhead % 174.49	3,121.69
Total Direct Personnel	4,910.73
Total Other Direct Charges	
Cost of Money 0.85	15.24
Total Costs	4,925.97
Fixed Fee	0.00
Total Charges/Fees	4,925.97
Amount Due This Invoice **	**4,925.97**

Total Contract Amount	184,662.88
Total Amount Previously Invoiced	165,413.75
Total Amount For This Invoice	4,925.97
Total Amount Invoiced To Date	170,339.72
Contract Amount Remaining	14,323.16

OHM
Advancing Communities

CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK, MI 48237

Invoice Date: 07/26/2018
Invoice #: 195873
Project: 0037-15-0060

Professional Fees

Fixed Rates Labor

Classification / Employee Name	*Hours*	*Rate*	*Amount*
Associate			
JAMES STEVENS	0.25	48.7981	12.20
STEVEN M. LOVELAND	35.00	48.0769	1,682.69
Graduate Engineer II			
MATTHEW CLARK	3.50	26.9000	94.15
Fixed Rates Labor subtotal	38.75		1,789.04
Total Professional Fees	**38.75**		**4,925.97**
Project Totals Hours:	**38.75**	**Labor:**	**1,789.04**

Total Project: 0037150060 - Signal Optimization of 36 Locations **4,925.97**

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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK, MI 48237

Invoice Date: 06/22/2018
Invoice #: 195082
Project: 0037-15-0060

Project Name: Signal Optimization of 36 Locations

Progress Billing #22 Percent Complete 90%

For Professional Services Rendered through: 6/16/2018

Analysis of Costs		
Direct Salaries		2,326.29
Overhead %	174.49	4,059.10
Total Direct Personnel		6,385.39
Total Other Direct Charges		
Cost of Money	0.85	19.84
Total Costs		6,405.23
Fixed Fee		0.00
Total Charges/Fees		6,405.23
Amount Due This Invoice **		**6,405.23**

Total Contract Amount	184,662.88
Total Amount Previously Invoiced	159,008.52
Total Amount For This Invoice	6,405.23
Total Amount Invoiced To Date	165,413.75
Contract Amount Remaining	19,249.13

REMIT TO:
OHM Advisors
34000 PLYMOUTH RD T 734.522.6711

OHM
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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK, MI 48237

Invoice Date: 06/22/2018
Invoice #: 195082
Project: 0037-15-0060

Professional Fees

Fixed Rates Labor

Classification / Employee Name		***Hours***	***Rate***	***Amount***
Associate				
STEVEN M. LOVELAND		33.00	48.0769	1,586.54
Graduate Engineer II				
MATTHEW CLARK		21.50	26.9000	578.35
		6.00	26.9000	161.40
	Fixed Rates Labor subtotal	60.50		2,326.29
	Total Professional Fees	**60.50**		**6,405.23**
Project Totals	**Hours:**	**60.50**	**Labor:**	**2,326.29**

Total Project: 0037150060 - Signal Optimization of 36 Locations **6,405.23**

REMIT TO:
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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK, MI 48237

Invoice Date: 07/27/2018
Invoice #: 196004
Project: 0037-15-0091

Project Name: Oak Park Wastewater AMP SAW Support

For Professional Services Rendered through: 7/14/2018

Description	*Fee*	*Prior Billed*	*Total Available*	*Current Billing*
Task 1 - System Inventory	4,000.00	3,722.25	277.75	0.00
Task 2 - Condition Assessment	75,000.00	27,102.48	47,897.52	40,708.75
Task 3 - GIS Integration of System Data	37,000.00	26,497.00	10,503.00	440.00
Task 4 - Level of Service Determination	2,000.00	650.00	1,350.00	0.00
Task 5 - AMP/CIP Report	50,000.00	27,886.85	22,113.15	202.50
Task 6 - Cost/Revenues	2,000.00	1,793.75	206.25	0.00
Work Order System	10,000.00	3,186.50	6,813.50	0.00
Operations Dashboard	2,000.00	116.00	1,884.00	0.00
Mobile Application	4,000.00	0.00	4,000.00	0.00
Amount Due This Invoice **	**186,000.00**	**90,954.83**	**95,045.17**	**41,351.25**

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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK, MI 48237

Invoice Date: 07/27/2018
Invoice #: 196004
Project: 0037-15-0091

Task 2 - Condition Assessment

Fixed Rates Labor

Classification	*Hours*	*Rate*	*Amount*
Associate	4.75	175.0000	831.25
Engineering/Architectural Aide	204.25	60.0000	12,255.00
Graduate Engineer I	133.00	110.0000	14,630.00
Graduate Engineer II	15.00	120.0000	1,800.00
Graduate Engineer III	29.50	125.0000	3,687.50
Technician II	79.00	95.0000	7,505.00
Fixed Rates Labor subtotal	465.50		40,708.75
Total Task 2 - Condition Assessment			**40,708.75**

Task 3 - GIS Integration of System Data

Fixed Rates Labor

Classification	*Hours*	*Rate*	*Amount*
Technician III	4.00	110.0000	440.00
Total Task 3 - GIS Integration of System Data			**440.00**

Task 5 - AMP/CIP Report

Fixed Rates Labor

Classification	*Hours*	*Rate*	*Amount*
Graduate Engineer III	1.00	125.0000	125.00
Professional Engineer/Architect III	0.50	155.0000	77.50
Fixed Rates Labor subtotal	1.50		202.50
Total Task 5 - AMP/CIP Report			**202.50**

Total Project: 0037150091 - Oak Park Wastewater AMP SAW Support **41,351.25**

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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK, MI 48237

Invoice Date: 07/27/2018
Invoice #: 196008
Project: 0037-18-0061

Project Name: MACP Manhole Inspections - SAW Grant

400+ Manholes Completed

For Professional Services Rendered through: 7/14/2018

Description	*Fee Amount*	*Percent Complete*	*Fee Earned*	*Previous Billings*	*Current Billing*
Professional Services	30,000.00	100.00	30,000.00	14,475.00	15,525.00
				Amount Due This Invoice **	**15,525.00**

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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK, MI 48237

Invoice Date: 07/27/2018
Invoice #: 196006
Project: 0037-18-0021

Project Name: GLWA Contract Negoitation Support

For Professional Services Rendered through: 7/14/2018

Description	*Fee*	*Prior Billed*	*Total Available*	*Current Billing*
0037180021 Professional Services	22,500.00	17,566.25	4,933.75	3,498.75
Amount Due This Invoice **	**22,500.00**	**17,566.25**	**4,933.75**	**3,498.75**

OHM
Advancing Communities

CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK, MI 48237

Invoice Date: 07/27/2018
Invoice #: 196006
Project: 0037-18-0021

0037180021 Professional Services

Fixed Rates Labor

Classification	*Hours*	*Rate*	*Amount*
Associate	8.25	175.0000	1,443.75
Principal	3.00	195.0000	585.00
Professional Engineer/Architect II	10.50	140.0000	1,470.00
Fixed Rates Labor subtotal	21.75		3,498.75
Total Professional Services			**3,498.75**

Total Project: 0037180021 - GLWA Contract Negoitation Support **3,498.75**

REMIT TO:
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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
13700 OAK PARK BLVD.
OAK PARK, MI 48237

Invoice Date: 07/27/2018
Invoice #: 196007
Project: 0037-18-0041

Project Name: Architectural and Engineering for 45th District Court Renovations - Part 2 and 3

For Professional Services Rendered through: 7/14/2018

Construction Amount	Construction Percent	Contract Amount	Percent Complete	Amount Earned to Date
910,000.00	6.75	61,425.00	25.00	15,356.25
			Amount Due This Invoice **	**15,356.25**

REMIT TO:
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5G

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: September 4, 2018 **AGENDA #**

SUBJECT: Beautification Advisory Commission resolution and recommendation for nominees for year 2018 Beautification Awards.

DEPARTMENT: Public Works

SUMMARY: The Beautification Advisory Commission has recommended to City Council that 40 homes and businesses receive Beautification Awards this year. The award is for recognition of outstanding service to the City of Oak Park in the area of aesthetic care and beautification.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: It is recommended that City Council adopt the resolution expressing the City of Oak Park's gratitude and appreciation. It is further recommended that City Council approve the nominations for award recipients for their contribution to the beauty of the City of Oak Park.

APPROVALS:

City Manager: ______________

Director of Public Works: ______________

EXHIBITS: Attached Resolution, List of Award Nominees

Resolution

The following Resolution was passed by the City Council of the City of Oak Park, Michigan, upon the recommendation of the Beautification Advisory Commission, at the Regular City Council Meeting on September 4, 2018.

WHEREAS, *The Mayor and City Council of the City of Oak Park wish to express, on behalf of the City, their appreciation to*

In recognition of outstanding service to the community in the area of aesthetic care and beautification; and

WHEREAS, *the above named has at all times furthered those ideals that contribute to a better community.*

NOW, THEREFORE, BE IT RESOLVED *that the Mayor and City Council, being the duly elected voice of the people of Oak Park, express the City's appreciation and recognition for services performed; and*

BE IT FURTHER RESOLVED *that a copy of this resolution be presented to the above named, that it may serve as a lasting expression of the City's gratitude and appreciation of their contribution to the beauty of the City of Oak Park, Michigan.*

____

Marian McClellan, Mayor

____

Solomon Radner, Mayor Pro Tem

____

Carolyn Burns

____

Ken Rich

____

Regina Weiss

2018 BEAUTIFICATION AWARD WINNERS

NO:	ADDRESS	
1	14601	LABELLE
2	13681	TALBOT
3	24720	KENOSHA
4	15200	KENWOOD
5	15300	ROSEMARY
6	23111	HARDING
7	24260	EASTWOOD
8	24271	EASTWOOD
9	24731	MANISTEE
10	26640	GREENFIELD
11	24710	KENOSHA
12	10811	W. 10 MILE RD.
13	24291	EASTWOOD
14	12841	NORTHFIELD
15	15160	KENWOOD
16	23030	ROSEWOOD
17	10141	BURTON
18	13100	BURTON
19	10631	CAPITAL
20	21721	RIDGEDALE

NO:	ADDRESS	
21	22111	MARLOW
22	26250	RAINE
23	26170	RAINE
24	25901	STRATFORD PL.
25	26001	MARLOWE PL.
26	26031	MARLOWE PL.
27	26041	MARLOWE PL.
28	14281	ELGIN
29	14206	ELGIN
30	14441	VERNON
31	25501	COLLEEN
32	15225	ROSEMARY
33	15450	ROSEMARY
34	14581	SHERWOOD CT.
35	22001	RIDGEDALE
36	21620	KIPLING
37	21630	KIPLING
38	21660	KIPLING
39	15360	PARK
40	13500	OAK PARK BLVD.

5H

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: September 4, 2018 **AGENDA#**

SUBJECT: Payment Application No. 3 (FINAL) for the 2017-2018 Sewer Lining Project, M-677.

DEPARTMENT: Technical & Planning – Engineering *GWS*

SUMMARY: Attached is Payment Application No. 3 (FINAL) for the 2017-2018 Sewer Lining Project, M-677. This project lines the sewers shown on the attached maps. This project is 100% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	$189,754.60
Change Order No. 1:	($ 147.55)
New Contract Amount:	$189,607.05
Total Completed to Date:	$189,607.05
Less Retainage:	$ 0.00
Net Earned:	$189,607.05
Deductions:	$ 0.00
Balance:	$189,607.05
Payments to Date:	$184,607.05
Amount Due Insituform Technologies USA, LLC:	$ 5,000.00

RECOMMENDED ACTION: It is recommended that Payment Application No. 3 (FINAL) for the 2017-2018 Sewer Lining Project, M-677, to Insituform Technologies USA, LLC be approved for the amount of $5,000.00. Funding is available in the Water and Sewer Fund for this project. (No. 592-18-550-930).

APPROVALS:

City Manager: ____________

Department Director: ____________

Director of Finance: ____________

Budgeted: V

EXHIBITS: Payment Application No. 3 (FINAL), Map of areas

PAYMENT APPLICATION

PROJECT: 2017-2018 SEWER LINING PROJECT

OWNER: CITY OF OAK PARK, MICHIGAN

CONTRACTOR: INSITUFORM TECHNOLOGIES USA, LLC
17988 EDISON AVENUE
CHESTERFIELD, MO 63005

JOB NUMBER: M-677

APPLICATION NO.: 3

PERIOD ENDING: 8/15/2018

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY		UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	8" SEWER PIPE LINING	196	LFT	$28.50	0	$0.00	0	$0.00
2	10" SEWER PIPE LINING	859	LFT	$28.50	0	$0.00	859	$24,481.50
3	12" SEWER PIPE LINING	1,640	LFT	$32.00	0	$0.00	1,761	$56,352.00
4	15" SEWER PIPE LINING	302	LFT	$54.90	0	$0.00	299	$16,415.10
5	18" SEWER PIPE LINING	337	LFT	$52.50	0	$0.00	342	$17,955.00
6	24" SEWER PIPE LINING	643	LFT	$84.30	0	$0.00	632	$53,277.60
7	REINSTATING SEWER LATERAL	124	EA	$82.50	0	$0.00	122	$10,065.00
8	SEWER LATERAL PROTRUDING LEAD CUTTING	25	EA	$58.20	0	$0.00	62	$3,608.40
9	MINOR TRAFFIC DEVICE	1	LSUM	$967.50	0	$0.00	1	$967.50
10	PROJECT CLEAN UP	1	LSUM	$317.40	0	$0.00	1	$317.40
11	INSPECTION CREW DAYS	18	DAYS	$320.00	0	$0.00	9	$2,880.00
12	CLEANING ONLY	0	LFT	$3.85	0	$0.00	363	$1,397.55
13	CHEMICAL GROUTING 12" VCP	0	LSUM	$1,890.00	0	$0.00	1	$1,890.00
				Period Total Amount:		$0.00	Amount to Date:	$189,607.05

Original Contract Amount: $189,754.60
Change Order No. 1: -$147.55
$189,607.05

Earnings This Period: $0.00

Total Earnings to Date: $189,607.05

Less Retainage: $0.00
Net Earned: $189,607.05
Deductions: $0.00
Balance: $189,607.05
Payments to Date: $184,607.05

AMOUNT DUE Insituform Technologies USA, LLC: $5,000.00

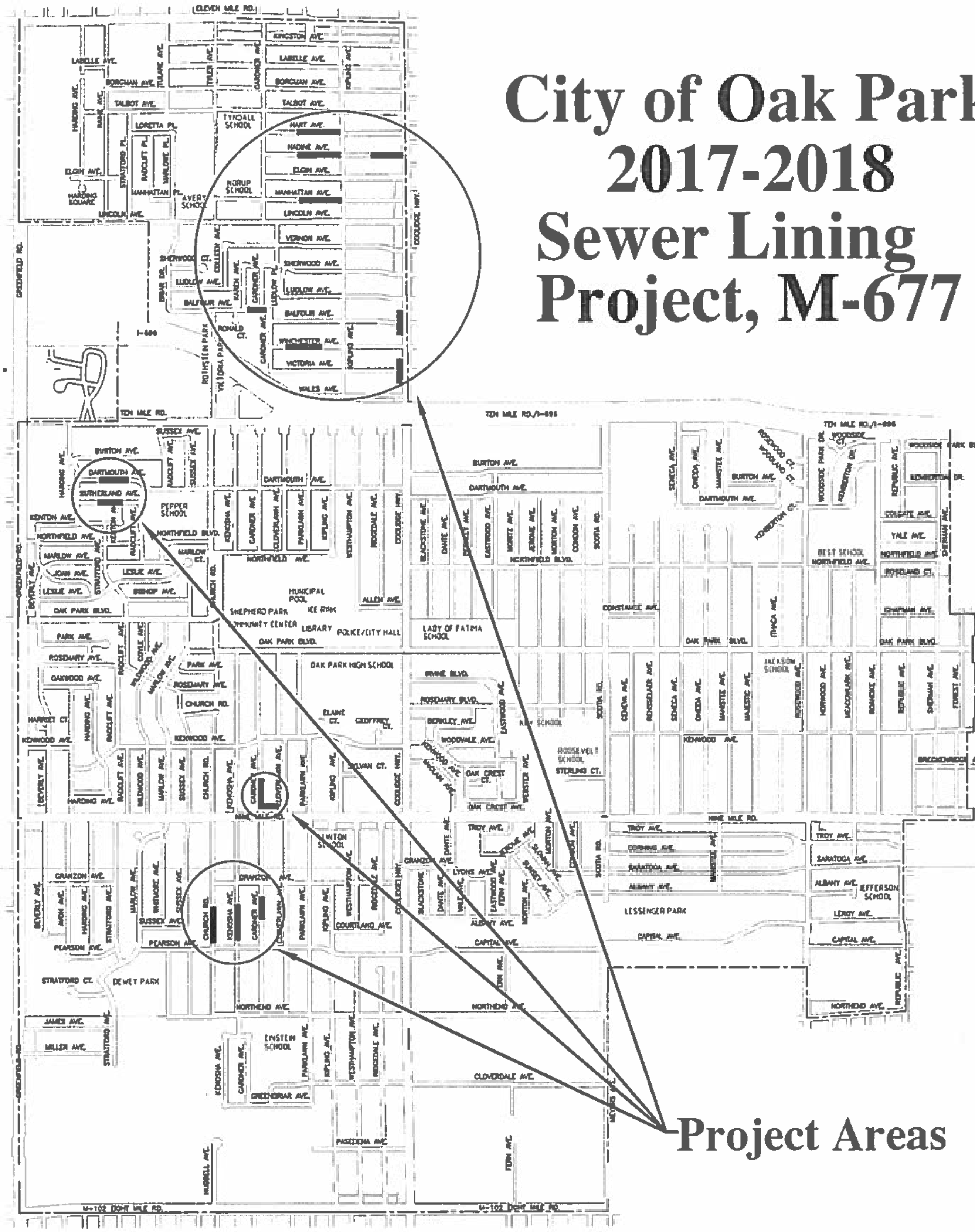
Accepted By: [signature]
Insituform Technologies USA, LLC

Date: 8/20/18

Approved By: [signature]
Gerrajh Surles, Assistant City Engineer
City of Oak Park, Michigan

Date: 8/20/2018

City of Oak Park 2017-2018 Sewer Lining Project, M-677



Project Areas

MERCHANT'S LICENSES - September 4th, 2018

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
LINCOLN RX INC	25901 COOLIDGE 1	$150.00	PHARMACY
LINCOLN DRUGS INC	25901 COOLIDGE	$150.00	RETAIL

RENEWALS	ADDRESS	FEES	BUSINESS TYPE
MABUL SERVICES	21721 REPUBLIC	$225	MITIGATION SERVICES
HAPPINESS NOW HYPNOSIS	25900 GREENFIELD #201	$450.00	HYPNOSIS CLINIC
THE STELLAR REALTY GROUP	10140 NINE MILE	$225.00	REALTY
ONCOLOGY CLINICS	20770 GREENFIELD 1A	$225.00	MEDICAL
ALL PRO WEB DESIGN INC	21470 COOLIDGE A	$150.00	RETAIL

CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE

Today's Date: Aug 21, 18

Applicant Information

Applicant/Business Name: Mark Odom

Applicant/Business Address: 13691 Vernon St

Phone number: 248 398 1105 E-Mail Address: markobizehotmail.com

Relation of applicant to business: Home Owner

Has applicant ever been convicted of a felony? ☐ Yes ☒ No

Owner Information

Owner or manager of site: ______ Phone: ______

Names and addresses of partners or officers of corporation:

Event Information

Proposed date(s) of event: Sept. 16, 2018 Has this event been held previously? ☒ Yes ☐ No

Address or location of event: Vernon St Between Coolidge + Kipling

Is this a City owned park? NO

If this event is to take place in a City owned park, have you received and do you agree to abide by the City's Parks and Recreation rules and regulations? ☐ Yes ☐ No

Nature, purpose, and detailed description of event: Neighborhood Gathering (Block Party)

Will the event be open to the public? ☐ Yes ☒ No

If yes, please describe how so:

Estimated number of people attending event? 30-40 Hours of Event: 1p - 7p

Please waive fee

Are you requesting to have a parade? ☐ Yes ☒ No **If yes, please attach a map of the parade route**

Where will the parade participants be walking? ☐ Sidewalks ☐ Streets

Will the parade require streets to be blocked off? ☐ Yes ☐ No

If yes, how many streets/intersections will need to be blocked : ________

Please attach a sign off from the residences located on the affected streets, indicating that they are aware of the event to take place, the date, times and location.

Food Services

Will food or beverages be sold at event? ☐ Yes ☑ No, if yes please list type(s) of food to be sold:
____
____
____

Will the food be prepackaged or prepared on site: ________________________

Please note: ***If your application is approved and you plan to prepare food on site, you will need to contact the Oakland County Health Department at 248-424-7000 for inspection. You will also need to provide temporary water services at the site where the food is prepared.***

Mechanical Amusement

Will there be any mechanical rides at event? ☐ Yes ☒ No, if yes, please provide the name and the address of amusement operators: ________________________

Will the event have a moonwalk? ☐ Yes ☑ No, if yes, please provide the name and address of Company/Entity providing moonwalk:________________________
____

Will the event have video games, etc.? If so, please provide the names and address of company providing the Games: ________________________

Please Note: ***You must provide proof of insurance for all mechanical rides, moonwalks, circus rides/games, etc. The City of Oak Park must be listed on the insurance certificate as "additionally insured." A copy of the City Ordinance with required liability insurance coverage for these events is attached. Also, certification by the State of Michigan Department of Labor is required for all mechanical amusement devices and rides.***

Technical/Support

Will the event require use of electrical supply source? ☐ Yes ☒ No, if yes, please describe:

____

____

Will sanitary facilities be required at event? ☐ Yes ☒ No

Will tent(s) be used at the event? ☐ Yes ☒ No, if yes, please state size(s) of tent:

____

Will the event have banners displayed? ☐ Yes ☒ No, if so, please provide the number of signs and dimension(s):____

____

____

Please Note: ***If a temporary generator or electric supply source is provided, you must provide an Electrical permit by a licensed electrical contractor. Also, you will need certification of flame spread rates of all canvas and/or cloth enclosures.***

Other possible Special Event requirements include: additional application, inspection and bond fees, temporary sign permit.

The fee for a Special Event application is $100: The fee is non-refundable. Once an application is received, the City Clerk's Office will send copies of the application to the following departments: City Manager, Public Safety, Public Works, and Recreation. Each department will review the application and provide a written estimate of services they will need to provide, along with man-hours and costs (if any). The City Clerks' office will contact the applicant to inform them of the additional costs involved. At that time the applicant can decide whether or not to proceed with the event. If so, the event will be placed on the City Council agenda for approval.

Should any of the above information prove to be inaccurate or untruthful, it will be grounds to deny the applicant's request or revoke any approvals. I hereby certify the above information to be true and accurate to the best of my knowledge.

Mark Ocler
Applicant's Signature

State of Michigan

ss

County of OAKLAND

Subscribed and sworn to before me, a Notary Public this ______ day of ______________ 20____, by ______________________________.

My Commission expires: ____________________ ____________________________________
Notary Public

Vernon Street Get To Know Your Neighbor Luncheon

We the below signed approve of closing Vernon Street between Coolidge & Kipling for the purpose of having a block party September 16, 2018

Address	Name	Signature
13621 Vernon		
13629 Vernon	Andrea Blake	
13630 Vernon		
13633 Vernon	Sandy & Kim Lipman	
13637 Vernon	Emily Frank	
13641 Vernon	Ezra & Elisa Levender	
13650 Vernon	Adam & Kim Ball	Adam Ball
13661 Vernon		
13671 Vernon	Mike & Patty Fleschman	Mike & Patty Fleschman
13672 Vernon	Ignacio Pérez	
13684 Vernon	James Brooks	
13688 Vernon		
13690 Vernon	Bob & Karen Bever	Karen Bever
13691 Vernon	Mark & Mariane Odom	
13710 Vernon	Ellis	
13711 Vernon	Janet Smith	
13720 Vernon	Todd & Elizabeth Reid	Elizabeth Reid
13730 Vernon	Denise Wunderlich, Shawna Gobel	
13731 Vernon	Nancy Watkins	
13740 Vernon	Anton & Cathy Taister	
13750 Vernon		
13751 Vernon		

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Vernon Block Party
(Vernon between Coolidge & Kipling)
DATE: September 16, 2018, 1:00-7:00pm

DEPARTMENT	SERVICES	ESTIMATED HOURS	ESTIMATED COST
TECHNICAL AND PLANNING *Rob Barrett*	N/A	N/A	N/A
PUBLIC SAFETY *Steve Cooper*	Public Safety will conduct periodic checks as part of normal patrol activities	NA	30 mins
RECREATION *Laurie Stasiak*	N/A	N/A	N/A
DPW *Kevin J. Yee*	Drop off/pick up barricades	1 hr.	N/A
ADDITIONAL *Administration*			$100 application fee waiver requested

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: September 4, 2018 **AGENDA #**

SUBJECT: Report on bids for the 2018-2019 Miscellaneous Concrete Project, M-682.

DEPARTMENT: Technical & Planning/DPW – Engineering *KJY / GWS*

SUMMARY: At the July 16, 2018 regular meeting of the Oak Park City Council, the request to bid the 2018-2019 Miscellaneous Concrete Project, M-682 was approved (CM-07-261-18). The project was advertised and 41 contractors viewed the documents. On August 21, 2018, six (6) bids were received and opened. The low bidder, Mattioli Cement Company of Fenton, MI. submitted a bid of $340,791.14. References were checked and all had positive responses.

FINANCIAL STATEMENT: Funding is available in the FY 2018-2019 budget in the Local Streets Fund and Water & Sewer Fund.

RECOMMENDED ACTION: It is recommended that City Council award the bid for the 2018-2019 Miscellaneous Concrete Project, M-682 to Mattioli Cement Company of Fenton, MI for a total amount of $340,791.14. Funding is available in the Local Streets Fund (203-18-479-801) and Water & Sewer Fund (592-18-550-970) for this project.

APPROVALS:

City Manager: ______________________

Department Director: ______________________

Director of Finance: ______________________

Budgeted: ☑

EXHIBITS: Bid Tabulation, Project Area Map

BID TABULATION

				MATTIOLI CEMENT COMPANY 6085 MCGUIRE ROAD FENTON, MI 48430		AUDIA CONSTRUCTION 2985 CHILD LAKES RD. MILFORD, MI 48381		JB CONTRACTORS 3201 LIVERNOIS AVE. DETROIT, MI 48201	
2018-2019 MISCELLANEOUS CONCRETE PROJECT M-682									
BID OPENING DATE:	TUESDAY, AUGUST 21, 2018								
ITEM	DESCRIPTION	QUANT.	U/M	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	REMOVE CONCRETE PAVEMENT	2,614	SYD	$ 10.00	$ 26,140.00	$ 10.00	$ 26,140.00	$ 9.70	$ 25,355.80
2	NORTHEND CONCRETE PAVEMENT REMOVAL	2,122	SYD	$ 10.00	$ 21,220.00	$ 10.00	$ 21,220.00	$ 6.00	$ 12,732.00
3	CONCRETE PVMT W/INT CURB & GUTTER, 9" CONC.	2,612	SYD	$ 53.81	$ 140,551.72	$ 56.00	$ 146,272.00	$ 68.80	$ 179,705.60
4	NORTEND CONCRETE PVMT W/INT CURB & GUTTER 9" CONCRETE	2,122	SYD	$ 49.81	$ 105,696.82	$ 53.00	$ 112,466.00	$ 61.50	$ 130,503.00
5	SIDEWALK CONC. NON-REINF 6" SIDEWALK/DRIVE APPROACH	150	SFT	$ 6.00	$ 900.00	$ 7.20	$ 1,080.00	$ 5.50	$ 825.00
6	SIDEWALK CONC. NON-REINF 4" SIDEWALK	150	SFT	$ 5.00	$ 750.00	$ 6.20	$ 930.00	$ 4.50	$ 675.00
7	CONC. PVMT 24" CURB & GUTTER SECTION NON REINF 9" CONC.	25	LFT	$ 33.00	$ 825.00	$ 38.00	$ 950.00	$ 28.00	$ 700.00
8	ADJUSTING DRAINAGE STRUCTURES	10	EA	$ 250.00	$ 2,500.00	$ 580.00	$ 5,800.00	$ 200.00	$ 2,000.00
9	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	50	SFT	$ 22.00	$ 1,100.00	$ 120.00	$ 6,000.00	$ 20.00	$ 1,000.00
10	AGGREGATE BASE UNDER 9" CONC. (6" 21AA CR LIMESTONE)	2,612	SYD	$ 5.00	$ 13,060.00	$ 7.00	$ 18,284.00	$ 5.20	$ 13,582.40
11	AGGREGATE BASE UNDER 4"& 6" & 9" CONC. (3" 21AA CR LIMESTONE)	200	SYD	$ 9.00	$ 1,800.00	$ 9.50	$ 1,900.00	$ 9.20	$ 1,840.00
12	NORTHEND AGG. BASE UNDER 9" CONC. (3" 21AA CR LIMESTONE)	2,122	SYD	$ 5.00	$ 10,610.00	$ 7.00	$ 14,854.00	$ 5.20	$ 11,034.40
13	DRAINAGE STRUCTURE COVER	760	LBS	$ 1.76	$ 1,337.60	$ 1.10	$ 836.00	$ 2.25	$ 1,710.00
14	MINOR TRAFFIC DEVICES	1	LSUM	$ 6,500.00	$ 6,500.00	$ 8,000.00	$ 8,000.00	$ 5,000.00	$ 5,000.00
15	PROJECT CLEAN UP	1	LSUM	$ 1,400.00	$ 1,400.00	$ 3,500.00	$ 3,500.00	$ 5,000.00	$ 5,000.00
16	INSPECTION CREW DAYS	$ 320.00	DAY	20	$ 6,400.00	32	$ 10,240.00	25	$ 8,000.00
				TOTAL COST	$ 340,791.14		$ 378,472.00		$ 399,663.20

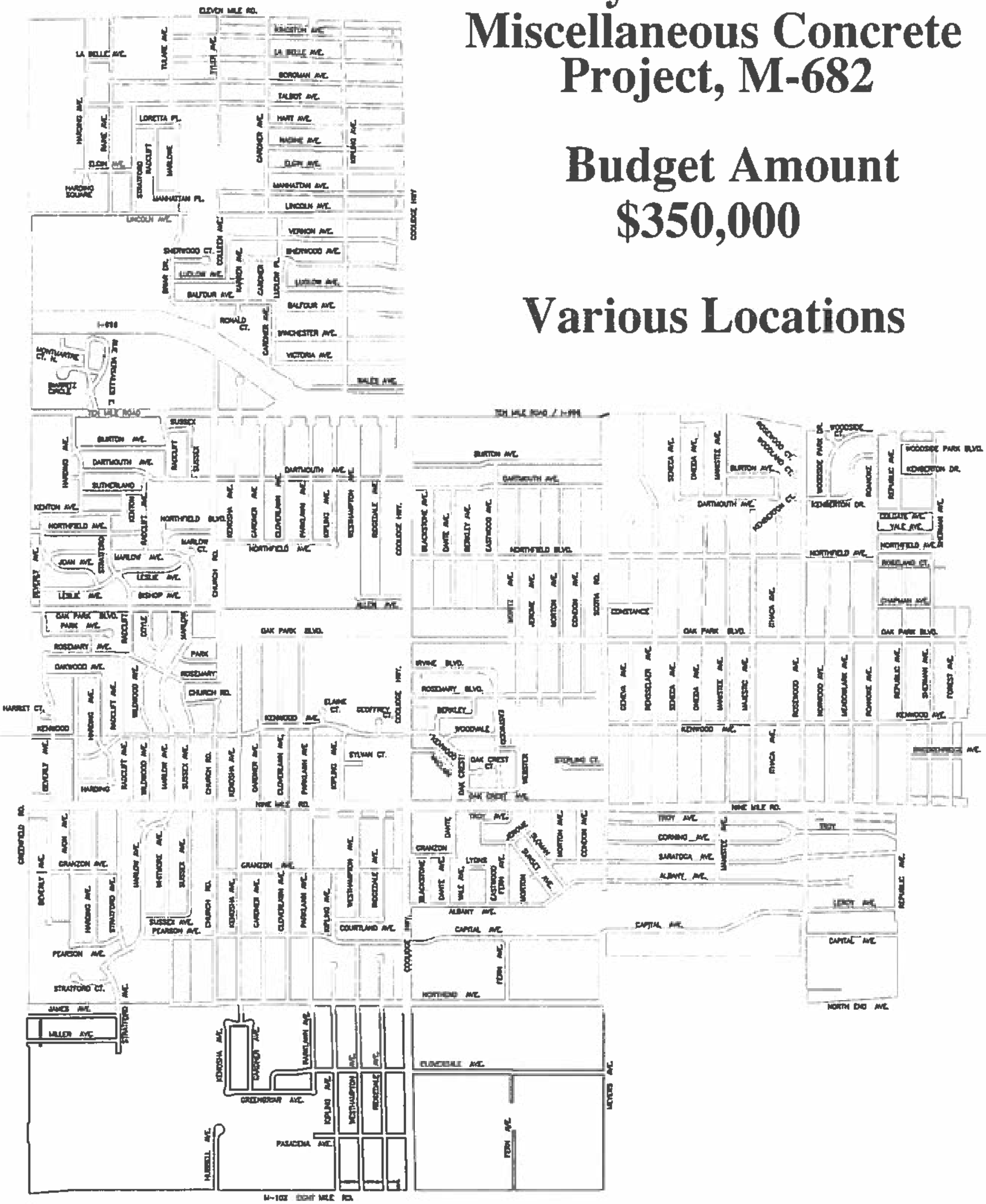
OTHER BIDDERS

GM & SONS, INC.	$485,625.00
LACARIA CONCRETE CONSTRUCTION, INC.	$492,352.00
CENTURY CEMENT CO. INC.	$499,104.00

City of Oak Park Miscellaneous Concrete Project, M-682

Budget Amount
$350,000

Various Locations



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: September 4, 2018

SUBJECT: Appointment of members to the Oak Park Youth Assistance Board

DEPARTMENT: City Manager's Office

SUMMARY: The Oakland County Youth Assistance Program is administered through the Oakland County Circuit Court/Family Division, and consists of local Youth Assistance offices in Oakland County communities through tri-sponsorship agreements between the Circuit Court, local municipalities and local school districts. The Oak Park Youth Assistance Program was created in 1983 by the Oakland County Circuit Court and includes the following sponsors: the City of Oak Park, the Oak Park School District, and the Charter Township of Royal Oak.

The Executive Director of the Youth Assistance Administrative program recently convened a meeting between City Manager Tungate, Mayor McClellan, and Dr. Colbert, Superintendent of Oak Park Schools, to discuss the future of the program. At this time there is not a fully functioning board of directors. As one of the local program sponsors, the City of Oak Park has agreed to appoint its respective share of initial volunteer board members. Other initial board members will be appointed by the Oak Park School District. Through this conversation, several individuals were identified as board members representing the City of Oak Park. Those individuals are as follows:

Mayor Marian McClellan
Robert Koch, Oak Park Community Services Coordinator
Crystal McLain, Oak Park Director of Strategic Planning & Special Projects
Cheryl Weiss, Oak Park resident

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Request that City Council reconfirm their support of the Youth Assistance program and recommend the appointment of the individuals listed above to the Oak Park Youth Assistance Board of Directors.

APPROVALS:

City Manager: ____________________

Department Director: ____________________

Director of Finance: ____________________

Budgeted: NA

A RESOLUTION OF THE OAK PARK, MICHIGAN CITY COUNCIL

APPROVING APPOITNMENTS TO THE OAK PARK

YOUTH ASSISTANCE PROGRAM BOARD OF DIRECTORS

WHEREAS, the Oak Park Youth Assistance Program was established by the Oakland County Probate Court (now the Probate Court/Circuit Court – Family Division);

WHEREAS, as one of the Sponsors of the Oak Park Youth Assistance Program the Oak Park City Council affirmed its support through a Resolution (a copy of which is attached hereto and incorporated herein by reference) adopted at a meeting held on September 6, 1983;

WHEREAS, the Program was created to assist in the prevention of juvenile delinquency in the City of Oak Park;

WHEREAS, the Program is operated according to the Bylaws established and adopted by the Oak Park City Council at the September 6, 1983 meeting;

WHEREAS, the Bylaws provide that Board membership shall be open to local sponsors, civic leaders, organizational and governmental persons, professional people and individuals interested in serving youth in the area covered by the City of Oak Park and Oak Park School District; and

WHEREAS, each member is appointed to serve a three year term and can be reappointed for another three year term.

NOW, THEREFORE, BE IT RESOLVED, that the Oak Park City Council hereby supports the Oak Park Youth Assistance Program and appoints to its Board of Directors, Mayor Marian McClellan, Crystal McLain, City of Oak Park Director of Strategic Planning and Special Projects, Robert Koch, City of Oak Park Community Services Coordinator, and Cheryl Weiss, a resident of Oak Park; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Oak Park School District and the Oakland County Circuit Court-Family Division Judges.

I, T. Edwin Norris, City Clerk, do hereby certify that the forgoing constitutes a true, complete and original 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 September 4, 2018 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

Mayor Rothstein asked that all Boards and Commissions be informed that any changes in times or dates of regular meetings must be approved by the Council before being instituted.

CM-09-721-83: REPORTS

Motion by Mayor Pro Tem Naftaly supported by Councilman Frohlich: To receive the following departmental reports:

A. Public Works Report for July, 1983.
B. Public Safety Report for July, 1983.
C. Recreation Report for July, 1983.

VOTE: Yes, (4) No, None Excused, (1)

Mayor Rothstein asked that consideration be given to scheduling a bicycle licensing and safety program for the spring of 1984.

Mayor Pro Tem Naftaly suggested that perhaps a bicycle safety program could be included during the Funfest program and could be underwritten by one of the community service organizations.

CM-09-722-83: OAK PARK YOUTH ASSISTANCE PROGRAM

Motion by Councilman Frohlich supported by Mayor Pro Tem Naftaly: To receive report from the City Attorney's office regarding the establishment of the Oak Park Youth Assistance Program; to adopt the bylaws for the Youth Assistance Program by reference, and to adopt the following resolution establishing the program:

WHEREAS, the City of Oak Park, the Oak Park School District and the Oakland County Probate Court wish to create a program to assist in the prevention of juvenile delinquency in the City of Oak Park; and

WHEREAS, the parties have agreed that this program to be created shall be called the Oak Park Youth Assistance Program; and

WHEREAS, the Oak Park Youth Assistance Program shall be operated according to the Bylaws established and attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the City Council, City of Oak Park, Michigan, that the Oak Park Youth Assistance Program be created and that the program be consistant with the Bylaws hereby adopted and shall remain in effect until amended or appealed by the City Council of the City of Oak Park.

CM-09-722-83: (Continued)

ROLL CALL VOTE: Yes, Demas, Frohlich, Rothstein, Naftaly
No, None
Excused, Disner

Council directed that the foregoing resolution be forwarded to the Oak Park School District and that the School District be requested to adopt a similar resolution.

CM-09-723-83: CITY ATTORNEY'S REPORT

Motion by Mayor Pro Tem Naftaly supported by Councilman Demas:
To receive the oral report of Assistant City Attorney, Philip Goodman.

VOTE: Yes, (4) No, None Excused, (1)

CM-09-724-83: PUBLIC SAFETY BUILDING IMPROVEMENT AND COMMUNICATION UPGRADING PROJECT - STATUS OF FUNDS REPORT

Motion by Mayor Pro Tem Naftaly supported by Councilman Demas:
To receive status report on Public Safety remodeling and communication upgrading project as prepared by the Director of Finance, James E. Calder and dated August 29, 1983.

VOTE: Yes, (4) No, None Excused, (1)

CM-09-725-83: AWARD OF BID - CLOSED CIRCUIT TELEVISION JAIL CELL MONITORING SYSTEM - PUBLIC SAFETY BUILDING AND COMMUNICATION IMPROVEMENT PROJECT

Motion by Councilman Frohlich supported by Mayor Pro Tem Naftaly:
To receive report of bids submitted on August 31, 1983 for a new closed circuit TV jail cell monitoring system to be used in the Department of Public Safety; to award bid for two (2) closed circuit television monitoring units to the low bidder, Nordic Electronics, Inc., of Romulus, Michigan, in the amount of $1,566.04 (including the installation of the units in the wall mounting) to be charged to Category 10, Cell Monitoring Equipment, PARS Account No. 2-40-986-5976.

ROLL CALL VOTE: Yes, Frohlich, Rothstein, Naftaly, Demas
No, None
Excused, Disner

15B

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: September 4, 2018 **AGENDA #**

SUBJECT: Proposal for professional services for a Construction Manager on the 45th District Court Building Renovation Project, M-684.

DEPARTMENT: DPW/Technical & Planning – Engineering *KJY*

SUMMARY: Attached is a copy of the proposal from Frank Rewold and Son, Inc. to perform Construction Manager services for the 45th District Court Building Renovation Project, M-684. This project will renovate the Court facility in accordance with the settlement agreement. The proposal fee for these services include a Construction Manager's fee of 2.9% of the cost of the work (based on current estimates to be $26,390) and a General and Special Conditions cost of $180,586 based on an estimated construction schedule of 4 months. This includes all estimating work to date and preparation of the project including competitive public bidding. This proposal is in accordance to the Frank Rewold and Son, Inc. contract with Oakland County.

FINANCIAL STATEMENT: Funding is available in the Municipal Building Construction Fund for this expenditure.

RECOMMENDED ACTION: It is recommended that City Council approve the proposal from Frank Rewold and Son, Inc. to perform Construction Manager services for the 45th District Court Building Renovation Project, M-684 for the Construction Manager's fee of 2.9% of the cost of the work and a General and Special Conditions cost of $180,586 upon final approval by the City Attorney's office. Funding is available Municipal Building Construction Fund # 470-70-900-970.

APPROVALS:

City Manager: ____________

Department Director: ____________

Finance Director: ____________

EXHIBITS: Proposal from Frank Rewold and Son, Inc.

FRANKREWOLD&SON INC.
CONSTRUCTION MANAGER | GENERAL CONTRACTOR

333 E. Second St. Rochester, MI 48307
o: 248.651.7242
f: 248.651.5174
www.frankrewold.com

August 28, 2018

Kevin J. Yee, PE,
Assist. City Manager/Director Public Works
City of Oak Park
10600 Capital Avenue
Oak Park, MI 48237

Dear Kevin:

Frank Rewold and Son Inc. is pleased to submit a proposal for the Oak Park Court improvements in accordance with our annual Contract No. 005474 with Oakland County Michigan. This proposal is based on the most current construction documents provided by OHM Architects titled, *Design Development Estimate Set/Owner Review Set* dated August 22, 2018.

We are confident the hours allocated for general and conditions cost estimates are accurate to properly manage the scope of work based on a four-month duration:

Title	Quantity		Rates	Total
Estimator	120	Hours	$ 75	$ 9,000
Manager	256	Hours	85	21,760
Project Engineer	200	Hours	65	13,000
Accountant	64	Hours	55	3,520
Administration	32	Hours	55	1,760
Coordinator	16	Hours	100	1,600
Superintendent	688	Hours	87	59,856
Assistant Superintendent	688	Hours	75	51,600
Purchasing	24	Hours	60	1,440
Printing	1	Lump Sum	500	500
Photos	1	Lump Sum	350	350
Safety	4	Months	750	3,000
Cell Phone	4	Months	300	1,200
Progress Cleaning	140	Hours	60	8,400
Dumpsters	12	Each	300	3,600
Total				**$180,586**

A construction management (CM) fee of 2.9 percent will be applied to overall construction costs. All trade pricing is to be bid competitively and publicly. Allowances for items such as phasing and temporary protection might need to be included once scope and sequence is fully developed. If the schedule changes, Rewold will work with Oak Park to modify general conditions cost according to the agreed project schedule utilizing hourly rates defined in Oakland County Contract No. 005474.

We value our long-standing relationship with the city of Oak Park and look forward to another successful project.

Sincerely,

Jason Rewold

Jason Rewold
Vice President

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15C

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: September 4, 2018

SUBJECT: Cost Participation Agreement with Oakland County for the Local Road Improvement Matching Fund Pilot Program (LRIP) Grant

DEPARTMENT: City Manager's Office/Department of Public Works

SUMMARY: The Oakland County Board of Commissioners established the Pilot Local Road Improvement Matching Fund Program for the purposes of improving economic development in Oakland County cities and villages. The City submitted a grant application to assist with the development of two pocket parks as part of the 9 Mile Redesign Project, and was awarded $96,863. As a requirement of the grant the City must match at least 50% of the grant award. The attached resolution is a Cost Participation Agreement, stating that the City agrees with the terms of the grant award, and is a requirement in order for the County to disperse the award to the City.

FINANCIAL STATEMENT: The City has budgeted this grant match as part of the 9 Mile Redesign budget, which is being funded by the Major and Local Street funds.

RECOMMENDED ACTION: Request that City Council approve the Cost Participation Agreement.

APPROVALS:

City Manager: ____________

Department Director: ____________

Director of Finance: ____________

Budgeted: ☑

EXHIBITS:

LOCAL ROAD IMPROVEMENT MATCHING FUND PILOT PROGRAM

COST PARTICIPATION AGREEMENT

Repurpose Intersections of Sherman Street at West Nine Mile Road and Seneca Street at West Nine Mile Road

City of Oak Park

Board Project No. 2018-16

This Agreement, made and entered into this ____ day of ______, 2018, by and between the Board of Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the City of Oak Park, hereinafter referred to as the COMMUNITY, provides as follows:

WHEREAS, the BOARD has established the Pilot Local Road Improvement Matching Fund Program, hereinafter the PROGRAM, for the purposes of improving economic development in Oakland County cities and villages. The terms and policies of the PROGRAM are contained in Attachment A. The BOARD intends the PROGRAM to assist its municipalities by offering limited funds, from state statutory revenue sharing funds, for specific, targeted road maintenance and/or improvement projects on roadways under the jurisdiction of cities and villages; and

WHEREAS, the BOARD shall participate in a city or village road project in an amount not exceeding 50% of the cost of the road improvement, hereinafter referred to as the PROJECT, and also not exceeding the Preliminary Distribution Formula as it relates to the COMMUNITY, (Attachment B); and

WHEREAS, the COMMUNITY has identified the PROJECT as the Repurpose Intersections of Sherman Street at West Nine Mile Road and Seneca Street at West Nine Mile Road, as more fully described in Attachment C, attached hereto, and made a part hereof, which improvements involve roads under the jurisdiction of and within the COMMUNITY and are not under the jurisdiction of the Road Commission for Oakland County or state trunk lines; and

WHEREAS, the COMMUNITY has acknowledged and agreed to the BOARD's policies regarding the PROGRAM, Attachment A, and further acknowledge and agree that the PROJECT's purpose is to encourage and assist businesses to locate and expand within Oakland County and shall submit a report to the BOARD identifying the effect of the PROJECT on businesses in the COMMUNITY at the completion of the PROJECT. In addition, the COMMUNITY acknowledges that the program is meant to supplement and not replace funding for existing road programs or projects; and

WHEREAS, the COMMUNITY has acknowledged and agreed that the PROGRAM is expressly established as a pilot program and there is no guarantee that the PROGRAM will be continued from year to year. The COMMUNITY further acknowledges and agrees that if the PROJECT is a multi-year road improvement project, the maximum number of years for the PROJECT funding is two (2) years. The BOARD anticipates that most PROJECTS funded under the PROGRAM will be completed by the end of calendar year 2019. There is no obligation on behalf of the

BOARD to fund either the PROJECT or the PROGRAM in the future; and

WHEREAS the COMMUNITY has acknowledged and agreed that the COMMUNITY shall assume any and all responsibilities and liabilities arising out of the administration of the PROJECT and that Oakland County shares no such responsibilities in administering the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is $463,980; and

WHEREAS, said PROJECT involves certain designated and approved Local Road Improvement Matching Funds in the amount of $96,863, which amount shall be paid to the COMMUNITY by the BOARD; and

WHEREAS, the BOARD and the COMMUNITY have reached a mutual understanding regarding the cost sharing of the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and in conformity with applicable law and BOARD resolution(s), it is hereby agreed between the COMMUNITY and the BOARD that:

1. The BOARD approves of the PROJECT, and in reliance upon the acknowledgements of the COMMUNITY, finds that the PROJECT meets the purpose of the PROGRAM.

2. The BOARD approves of a total funding amount under the PROGRAM for the PROJECT in an amount not to exceed $96,863. The COMMUNITY shall submit an invoice to the COUNTY in the amount of $96,863.

   a. The Invoice shall be sent to:

      Lynn Sonkiss, Manager of Fiscal Services
      Executive Office Building
      2100 Pontiac Lake Road, Building 41 West
      Waterford, MI 48328

3. Upon receipt of said invoice and upon execution of this Agreement, the BOARD shall pay the COMMUNITY the sum of $96,863 from funds available in the PROGRAM.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

OAKLAND COUNTY BOARD OF COMMISSIONERS

By:______________________________

Its:______________________________

COMMUNITY

By:______________________________

It's:______________________________