

Oak Park

City Council Agenda

August 7, 2023





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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

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

- A. Regular City Council Meeting Minutes for July 17, 2023
- B. Special City Council Meeting Minutes for July 17, 2023
- C. Public Safety Activity Summary Reports for April and May 2023
- D. Request to approve payment of invoices from MDOT for the Nine Mile Road and Eight Mile Road at Hubble projects for the total amount of \$325,983.59
- E. Request to approve payment of invoices from OHM Advisors for GIS DWAM Grant, Nine Mile Road CE, Nine Mile Landscaping and Fern Street Survey for the total amount of \$110,038.67
- F. Request to advertise for bids for the proposed Sign and Median Landscape Project
- G. Request to approve Payment Application No. 1 for the Nine Mile Connector Park Project, M-746 to DMC Consultants Inc. of Detroit, Michigan in the amount of \$55,673.15
- H. Request to approve Payment Application No. 4 for the 2023 Water Main and Road Replacement Project, M-750 to Inner City Contracting of Detroit, Michigan in the amount of \$284,775.76
- I. Request to declare the listed equipment surplus and sold by sealed bid, public auction, or disposal at the lowest expense to the City in accordance with city policy
- J. Retirement Board Meeting Minutes for April 24, 2023 and May 30, 2023
- K. Zoning Board of Appeals Meeting Minutes for June 27, 2023
- L. Licenses New and Renewals submitted for August 7, 2023

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS:

- A. Public Safety Unit Citation Presentation
- B. Retirement Recognition for Public Safety Officers David Taylor and Rachel Ginopolis
- C. Strategic Planning Quarterly Update

8. PUBLIC HEARINGS: None

9. COMMUNICATIONS: None

10. SPECIAL LICENSES:

- A. Request for a Special Event License and waiver of application fee submitted by the City of Oak Park Corridor Improvement Authority for a Lions Game Opening Day Event to be held September 7, 2023 in the Water Tower Social District with support from local businesses
- B. Request for a Special Event License, waiver of application fee and special beer and wine license submitted by the City of Oak Park Corridor Improvement Authority for “Oktoberfest” to be held September 23, 2023 in the Water Tower Social District
- C. Request for a Special Event License submitted by Dog and Pony Show Brewing, 14661 W. 11 Mile Road., #200 for a Detroit City Football Club fundraising event to be held August 10, 2023

11. ACCOUNTING REPORTS: None

12. BIDS:

- A. Request to award the regular bid for the 2023-2024 Miscellaneous Concrete Contract, M-754 to Mattioli Cement Co. LLC for a total amount of \$949,943.50

13. ORDINANCES:

- A. SECOND READING AND ADOPTION OF AN ORDINANCE TO AMEND CHAPTER 22, ARTICLE V, FOOD SERVICE ESTABLISHMENTS, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTIONS 22-126, 22-127, 22-128, AND 22-129 THEREOF (The ordinance amends regulations for mobile food vending)
- B. FIRST READING OF AN ORDINANCE TO AMEND CHAPTER 82, ARTICLE III, DIVISION 3, DOWNSPOUT BOARD OF APPEALS, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTIONS 82-161 THROUGH 82-169 THEREOF (The ordinance amendment provides an appeal process for any resident disagreeing with the interpretation or application of the rates and charges for stormwater)

14. CITY ATTORNEY:

15. CITY MANAGER:

Municipal Services/Engineering

- A. Request to approve Payment Application No. 3 in the amount of \$962,819.99 and Change Order No. 3 in the amount of \$5,000 to Inner City Contracting of Detroit, Michigan for the 2023 Water Main and Road Replacement Project, M-750
- B. Request to approve the contract extension offer from Doetsch Environmental Services in the amount of \$300,000.00 for the 2023 Sewer and Catch Basin Cleaning and Television Project, M-760

Communications

- C. Request to approve a three-year partnership contract with MetroMode for media coverage

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. CLOSED SESSION

Pursuant to Section 8 of the Open Meetings Act, to discuss attorney-client privileged communication and pending litigation regarding City of Oak Park v. Laurentian Village Association

19. 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
39th OAK PARK CITY COUNCIL
July 17, 2023
7:00 PM**

MINUTES

The meeting was called to order at 7:03 p.m. by Mayor McClellan in the Council Chambers of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

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

ABSENT: None

OTHERS

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

APPROVAL OF AGENDA:

**CM-07-225-23 (AGENDA ITEM #4) ADOPTION OF THE AGENDA AS AMENDED
– APPROVED**

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

- Omit Item 7B - Strategic Planning Update
- Omit Item 15A – Resolution approving purchase of tax foreclosed properties

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-07-226-23 (AGENDA ITEM #5A-C) CONSENT AGENDA - APPROVED

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

- A. Regular City Council Meeting Minutes of July 3, 2023 **CM-07-227-23**
- B. Request to approve Payment Application No. 7 for \$18,137.84 and Change Order No. 2 for (\$26,154.75) to DVM Utilities of Sterling Heights, Michigan for the 2021 Sewer & Catch Basin Cleaning and TV Inspection Project, M-728 **CM-07-228-23**
- C. Licenses New and Renewals submitted for July 17, 2023 **CM-07-229-23**

**MERCHANT'S LICENSES – July 17, 2023
(Subject to All Departmental Approvals)**

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
None			
<u>RENEWALS (2023)</u>	<u>ADDRESS</u>	<u>FEE</u>	
WALKER PRINTERY, INC	13351 CLOVERDALE AVE	\$150.00	PRINTING COMPANY
\$8 DEMO CUTS	22101 COOLIDGE HWY	\$187.50	BARBERSHOP
BEAUTIFLY HAIR INC	22136 COOLIDGE HWY	\$150.00	RETAIL
NEWTON STYLE ME	25201 COOLIDGE HWY	\$225.00	HAIR SALON
VIBRANT VIZIONZ LLC	12714 W NINE MILE RD	\$150.00	CUSTOM PRINT COMPANY
MAD CRAB SEAFOOD	13351 TEN MILE	\$225.00	RESTAURANT
SON SUN BEAUTY SUPPLY	13421 TEN MILE	\$225.00	BEAUTY SUPPLY
WALKER PRINTERY, INC	13351 CLOVERDALE AVE	\$150.00	PRINTING COMPANY

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #6A) “Oak Park & Bark” Presentation. Recreation Director Stasiak and Dog Park Committee Chairperson Cissell presented details about the new dog park that is projected to open in August 2023.

PUBLIC HEARINGS: None

SPECIAL LICENSES:

CM-07-230-23 (AGENDA ITEM #10A) SPECIAL EVENT REQUEST – RADCLIFT BLOCK PARTY – APPROVED

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

Name	Event	Fee
Solomon Radner, 26071 Radclift	Radclift Block Party August 20, 2023 5:00 – 10:00 p.m.	\$100 application fee waived

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

MOTION DECLARED ADOPTED

ACCOUNTING REPORTS:

CM-07-231-23 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF INVOICES SUBMITTED BY GARAN, LUCOW, MILLER, P.C. FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$13,345.34 - APPROVED

Motion by Radner, seconded by Burns, CARRIED UNANIMOUSLY, to approve payment of invoice #611013 to Garan, Lucow, Miller P.C., for legal services rendered through June 30, 2023 in the total amount of \$13,345.34.

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

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES:

CM-07-232-23 (AGENDA ITEM #13A) SECOND READING AND ADOPTION OF AN ORDINANCE TO AMEND ARTICLE 2, DIVISION 2: RESIDENTIAL DISTRICTS; ARTICLE 2, DIVISION 3: COMMERCIAL/ MIXED-USE/ OFFICE DISTRICTS; ARTICLE 2, DIVISION 4: INDUSTRIAL DISTRICTS; ARTICLE 5, DIVISION 4: SPECIAL LAND USE; OF APPENDIX A - ZONING OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN (The proposed amendments incorporate clarifications, additions, and/or deletions to specific sections of the Zoning Ordinance to support sustainable growth of the community as well as to be consistent with the State & Federal laws and regulations) - APPROVED

Motion by Edgar, seconded by Burns, CARRIED UNANIMOUSLY, to approve the second reading and adopt an ordinance to amend Article 2, Division 2: Residential Districts; Article 2, Division 3: Commercial/ Mixed-use/ Office Districts; Article 2, Division 4: Industrial Districts; Article 5, Division 4: Special Land Use; of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan.

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

MOTION DECLARED ADOPTED

CM-07-233-23 (AGENDA ITEM #13B) SECOND READING AND ADOPTION OF AN ORDINANCE TO AMEND ARTICLE 2 DIVISION 1 SECTION 201 AND THE OFFICIAL ZONING MAP CONTAINED THEREIN, BEING PART OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY CHANGING THE USE DISTRICT OF CERTAIN PARCELS OF LAND CURRENTLY ZONED RM-2, MULTI-FAMILY RESIDENTIAL DISTRICT TO R1, SINGLE FAMILY RESIDENTIAL DISTRICT (The amendment changes the zoning from RM-2 Multi-family residential District to R-1 Single Family Residential District for 15110 W. Ten Mile Road) - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the second reading and adopt an ordinance to amend Article 2 Division 1 Section 201 and the Official Zoning Map contained therein, being part of the Code of Ordinances of the City of Oak Park, Michigan, by changing the use district of certain parcels of land currently zoned RM-2, Multi-family Residential District to R1, Single Family Residential District.

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

MOTION DECLARED ADOPTED

CM-07-234-23 (AGENDA ITEM #13C) FIRST READING OF AN ORDINANCE TO AMEND CHAPTER 22, ARTICLE V, FOOD SERVICE ESTABLISHMENTS, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTIONS 22-126, 22-127, 22-128, AND 22-129 THEREOF (The ordinance amends regulations for mobile food vending and mobile food vending units)

Motion by Radner, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the first reading of an ordinance to amend Chapter 22, Article V, Food Service Establishments, of the Code of Ordinances of the City of Oak Park, Michigan, by amending Sections 22-126, 22-127, 22-128, and 22-129 thereof (The ordinance amends regulations for mobile food vending and mobile food vending units)

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

MOTION DECLARED ADOPTED

CITY ATTORNEY: No Report

CITY MANAGER:

Economic Development and Planning

**(AGENDA ITEM #6A) Resolution approving purchase of tax foreclosed properties.
Removed from the agenda.**

Department of Public Works

CM-07-235-23 (AGENDA ITEM #13B) REQUEST TO AUTHORIZE THE PUBLIC WORKS DEPARTMENT TO PARTICIPATE IN THE STATE OF MICHIGAN (MIDEAL) CONTRACT FOR VEHICLE PURCHASES TOTALING \$299,989.00

Motion by Radner, seconded by Whitehead, CARRIED UNANIMOUSLY, to authorize the Public Works Department to participate in the State of Michigan (MiDeal) contract for the following vehicle purchases totaling \$299,989.00:

Vehicle:	Department:	Amount: (Pre-Bid Contract)	Account:
2023 Chevrolet Tahoe Police Package (Upfitting not included)	Public Safety	Total Cost: \$39,989.00 (State of Michigan - MiDeal)	<u>Motor Pool:</u> 654-18.875.970
2023 Elgin Pelican Street Sweeper	Public Works	Total Cost: \$260,000.00 (State of Michigan - MiDeal)	<u>Solid Waste:</u> 226-18.528-970

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

MOTION DECLARED ADOPTED

CALL TO THE AUDIENCE:

Dana Braxton, 21600 Kipling, discussed concerns about deer in the neighborhood, speeding on Northend and concrete cracking on Northend at Kipling.

William Parker, 24200 Church St., discussed concerns about sidewalk and street repairs effecting his property.

Rabi Rikki Katz offered support for the new school planned for 15110 W. Ten Mile Road.

Thaer Garmoo, 21910 Vale Street, expressed concerns about city workers entering his back yard.

Susan McDonald, 21921 Vale Ave., expressed concerns about potential health hazards in the community.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:00 p.m.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
39th OAK PARK CITY COUNCIL
July 17, 2023
6:00 PM**

MINUTES

Mayor McClellan called the special meeting to order at 6:03 p.m. in the Executive Conference Room of Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

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

ABSENT: None

OTHERS

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

SPECIAL BUSINESS:

(AGENDA ITEM A) Consider accepting an agreement with Oakland County regarding Shepherd Park.

SCM-07-223-23 (AGENDA ITEM A) MOTION TO APPROVE AN INTERLOCAL PARTNERSHIP AGREEMENT FOR A PORTION OF DAVID H. SHEPHERD PARK WITH OAKLAND COUNTY AND TO AUTHORIZE THE CITY MANAGER TO SIGN THE AGREEMENT ON BEHALF OF THE CITY - APPROVED

Motion by Radner, seconded by Burns, CARRIED UNANIMOUSLY, to approve an Interlocal Partnership Agreement for a portion of David H. Shepherd Park with Oakland County and to authorize the City Manager to sign the agreement on behalf of the city.

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

MOTION DECLARED ADOPTED

(AGENDA ITEM B) Consider Ballot Proposal language for the November 7, 2023 General Election.

SCM-07-224-23 (AGENDA ITEM B) RESOLUTION APPROVING BALLOT PROPOSAL LANGUAGE FOR THE NOVEMBER 7, 2023 GENERAL ELECTION - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to adopt the following resolution approving ballot proposal language for the November 7, 2023 General Election:

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

RESOLUTION APPROVING LANGUAGE FOR BALLOT PROPOSALS

BE IT RESOLVED by the City Council of the City of Oak Park, Michigan, that:

1. At the November 7, 2023 General Election, in addition to any other matters which may appear on the ballot, the following proposal shall be submitted to the qualified electors of the City of Oak Park:

BALLOT PROPOSAL No. 23-01

RECREATION MILLAGE PROPOSITION

This ballot proposition, if approved, will authorize the levy of 2.4033 mills of the City of Oak Park Charter-authorized millage, which has been reduced by operation of Section 31 of Article IX of the State Constitution of 1963, the so-called Headlee amendment, by levying 2.4033 mills for a period of ten (10) years, from 2023 through 2032, inclusive. Revenues from this millage will be available only for the purpose of funding capital improvements for facilities, parks, amenities, and general operating costs for the Department of Recreation, and paying any and all other costs associated with or related to such purposes.

Shall the City of Oak Park, Oakland County, Michigan, be authorized to increase its tax levy by 2.4033 mills on each dollar (\$1.00 per \$1,000) of the taxable value of all property in the City, for a period of ten (10) years, from 2023 through 2032, inclusive, thereby increasing the Charter-authorized millage in excess of the limit to which it has been reduced by Section 31 of Article IX of the State Constitution of 1963, all of which tax revenues will be disbursed to the City of Oak Park and used for the purpose of funding capital improvements for facilities, parks, amenities and general operating costs for the Department of Recreation, and paying any and all other costs associated with or related to such purposes? The 2.4033 mills will raise the sum of approximately \$1,560,863 in 2023.

Yes
No

BALLOT PROPOSAL No. 23-02

GENERAL OBLIGATION BONDING PROPOSITION

This ballot proposition, if approved, will authorize the City of Oak Park to issue its general obligation unlimited tax bonds, in one or more series, for a period not to exceed twenty-five (25) years for each series, for the purpose of paying all or any part of the costs of constructing, reconstructing, and remodeling the community center, recreation center, and Department of Recreation building; furnishing, refurnishing, equipping and reequipping a new and remodeled community and recreation center; demolishing certain existing facilities; preparing, developing and improving sites, including entrances, approaches, parking facilities, and landscaping; and acquiring all necessary rights in land, together with all necessary and related costs.

Shall the City of Oak Park, County of Oakland, Michigan, borrow the principal amount of not to exceed (\$40,000,000), and issue its general obligation unlimited tax bonds therefor, in one or more series, for a period not to exceed twenty-five (25) years for each series, for the purpose of paying all or any part of the costs of constructing, reconstructing, and remodeling the community center, recreation center, and Department of Recreation building; furnishing, refurbishing, equipping and reequipping a new and remodeled community and recreation center; demolishing certain existing facilities; preparing, developing and improving sites, including entrances, approaches, parking facilities, and landscaping; and acquiring all necessary rights in land, together with all necessary and related costs? The estimated millage that will be levied for the proposed bonds in the first full year that the levy is authorized is 2 mills, and the estimated simple average annual millage that will be required to retire the debt is approximately 5 mills.

Yes
No

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

MOTION DECLARED ADOPTED

(AGENDA ITEM C) Discuss SDM Liquor Licenses.

The council briefly discussed the possibility of changing local restrictions for SDM Liquor Licenses.

CALL TO THE AUDIENCE:

There were no members of the public who wished to speak.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the special meeting at 6:50 p.m.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



OAK PARK PUBLIC SAFETY

April 2023

ACTIVITY SUMMARY



OPERATIONS:

Calls for Service

-2022 Total: **14,245**

-2022: April **1,133**

-2022 YTD: **4,311**

-2023: April **1,179**

-2023 YTD: **4,588**

-Arrests: **87**

-Vacation/Property Checks: **3**

-Non-Criminal Fingerprints: **14**

-PBT's: **0**

-Vehicles Impounded: **25**

-Traffic Stops: **646**

-Medicals: **279**

INVESTIGATIONS:

Cases Assigned: **97**

Warrants Obtained: **12**

See attached report
"RMS-008"
for April crime summary

Records Bureau:

Animal Licenses: **34**

Alarm Permits: **4**

Handgun Registrations: **60**

FOIA / RFI / Discovery Requests: **131**

Calls Received at Dispatch: **3,557**

REPORTED FIRES: **5** (**3** structural, **0** vehicle, **2** other)

NON-FIRE INCIDENTS:

(**71** includes false fire alarms)

FIRE SAFETY INSPECTIONS: **34**



COMMUNITY POLICING

Visited all Schools in Oak Park during the month.
Recruiting for new officer's at local police academy's.
Resolved several Neighbor Complaints.
Officer assisted with Family Against Narcotics.
Coffee with Cops @ Dunkin'

CITATIONS ISSUED: **363** (YTD: **1,682**)
(April 2022: **482** / 2022 YTD: **3,173**)

HAZARDOUS	166	46%
NON - HAZARDOUS	65	18%
PARKING	64	18%
ORDINANCE VIOLATION	68	19%

NOTES: Training: Dept Wide Crest training, Lt Meier, Fire inspector training, Ofc's Arbenowske, Bishop, Barclay, Police Recruitment training. Director Cooper, Ofc's Benson Arbenoske, Green, Sgt. Wickham, F.A.N Conference. Abandoned Auto Update training, Sgt. Wickham, Dept Wide body Camera training.



OAK PARK PUBLIC SAFETY

May 2023

ACTIVITY SUMMARY



OPERATIONS:

Calls for Service

-2022 Total: **14,245**

-2022: May **1,284**

-2022 YTD: **5,595**

-2023: May **1,179**

-2023 YTD: **4,588**

-Arrests: **87**

-Vacation/Property Checks: **3**

-Non-Criminal Fingerprints: **21**

-PBT's: **0**

-Vehicles Impounded: **25**

-Traffic Stops: **646**

-Medicals: **279**

INVESTIGATIONS:

Cases Assigned: **97**

Warrants Obtained: **12**

See attached report
"RMS-008"
for May crime summary

Records Bureau:

Animal Licenses: **34**

Alarm Permits: **4**

Handgun Registrations: **60**

FOIA / RFI / Discovery Requests: **131**

Calls Received at Dispatch: **4,199**

REPORTED FIRES: **5** (**3** structural, **0** vehicle, **11** other)

NON-FIRE INCIDENTS:

(**71** includes false fire alarms)

FIRE SAFETY INSPECTIONS: **34**



COMMUNITY POLICING

Visited all Schools in Oak Park during the month.
Recruiting for new officer's at local police academy's.
Resolved several Neighbor Complaints.
Officer assisted with Family Against Narcotics.
Hosted Citizen Academy.
Attended State of the Union Address.
Assisted Oak Park Schools with disciplinary hearings

CITATIONS ISSUED: **370** (YTD: **2,052**)
(May 2022: **466** / 2022 YTD: **3,639**)

HAZARDOUS	109	29%
NON - HAZARDOUS	74	20%
PARKING	84	23%
ORDINANCE VIOLATION	103	28%

NOTES: Training: Dept Wide Crest training, Lt Meier, Fire inspector training, Ofc's Arbenowske, Bishop, Barclay, Police Recruitment training. Director Cooper, Ofc's Benson Arbenoske, Green, Sgt. Wickham, F.A.N Conference. Abandoned Auto Update training, Sgt. Wickham, Dept Wide body Camera training.

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** August 7, 2023**SUBJECT:** Proposed payment request for MDOT Construction Projects.**DEPARTMENT:** Municipal Services – Engineering *KMG***SUMMARY:** Attached is a request for payment for invoices from MDOT for the projects as listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
Nine Mile Rd	\$324,888.26	\$0.00	\$324,888.26	\$1,920,376.28	202-18-479-970
Eight Mile Rd at Hubble	\$1,095.33	\$0.00	\$1,095.33	\$40,000.00	202-18-479-970
Totals	\$325,983.59	\$0.00	\$325,983.59	\$1,960,376.28	

RECOMMENDED ACTION: It is recommended that the invoices from MDOT for the above listed projects be approved for the total amount of \$325,983.59. Funding is available in the above listed accounts.

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

STATEMENT	Customer Name CITY OF OAK PARK	PAGE 1
Remit to: State of Michigan Attn: Finance Cashier P.O. Box 30648 Lansing MI 48909	Customer Account Number MDOT00264	Statement Closing Date 07-04-23
	AR Dept/BPRO 591.ACT51	Due Date 08-03-23
		Amount Enclosed

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



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

Payment Method: Check ☐ Money Order ☐

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

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

Transportation



ORIGINAL

Customer Account Number MDOT00264	Statement Closing Date 07-04-23
Customer Name CITY OF OAK PARK	IF YOU HAVE ANY QUESTIONS, PLEASE CALL

Current Period Charges

Description	Date	Transaction ID	Charges
-	06-30-23	CARE1591REIM23001274	\$324,888.26
-	06-30-23	CARE1591REIM23001274	\$1.54
-	06-30-23	CARE1591REIM23001274	\$1,093.79

MDOT Michigan Department of Transportation Statement Date: 07/06/2023
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MDOT00264 - CITY OF OAK PARK

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

Funding Profile	Fed Pro Rata	Jrnl Description
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A00044

	Current Budget	Cash Expenditures	Collected	Balance Due
Local	0.00	0.00	0.00	1.54

Funding Profile	Fed Pro Rata	Jrnl Description
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A00053

	Current Budget	Cash Expenditures	Collected	Balance Due
Local	0.00	0.00	0.00	1,093.79

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

Funding Profile	Fed Pro Rata	Jrnl Description
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A00226 34.2 2023-5044 CITY OF OAK PARK

	Current Budget	Cash Expenditures	Collected	Balance Due
Federal	998,128.70	427,793.14		
Local	1,920,376.28	823,064.00	0.00	324,888.26

Phase: 03 Advertising

Funding Profile	Fed Pro Rata	Jrnl Description
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A00226 34.2 2023-5044 CITY OF OAK PARK

	Current Budget	Cash Expenditures	Collected	Balance Due
Federal	68.40	19.41		
Local	131.60	37.34	0.00	0.00

MDOT

Michigan Department of Transportation

Statement Date: 07/06/2023

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

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

Statement Date: 07/06/2023

- ☐ Pay in Full (default if neither box is checked)
☐ Manual allocation specified by Program in Paid Amount below

Remittance information:

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

Program	Balance Due
210075CON -	1,095.33
212901CON -	324,888.26

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** August 7, 2023**SUBJECT:** Proposed payment request for Engineering Consulting Services.**DEPARTMENT:** DPW/Municipal Services – Engineering *KMG***SUMMARY:** Attached is a request for payment for invoices from OHM Advisors for the projects as listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
GIS DWAM Grant	\$10,034.00	\$177,734.25	\$187,768.25	\$240,000.00	592-18-538-970
Nine Mile Rd CE	\$95,060.67	\$121,016.25	\$216,076.92	\$457,000.00	202-18-479-970
Nine Mile Landscaping	\$305.00	\$14,150.25	\$14,455.25	\$17,500.00	402-18-444-970
Fern St Survey	\$4,639.00	\$0.00	\$4,639.00	\$6,000.00	592-18-538-801
Totals	\$110,038.67	\$312,900.75	\$422,939.42	\$720,500.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$110,038.67. Funding is available in the above listed accounts.

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

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



INVOICE

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

Invoice Date: 08/01/2023
Invoice #: 65514
Project: 0037228040

Project Name: Oak Park GIS DWAM

For Professional Services Rendered Through: June 30, 2023

Professional Services

Description	Fee	Prior Billed	Total Available	Current Billing
Task 1: City & OHM Meetings	\$2,500.00	\$2,466.00	\$34.00	\$0.00
Task 2: Field Data Colleciton	\$160,000.00	\$150,328.00	\$9,672.00	\$768.00
Task 3: GIS Topology / Attribution Updates	\$30,000.00	\$20,389.75	\$9,610.25	\$9,006.00
Task 4: Application Development	\$45,000.00	\$4,550.50	\$40,449.50	\$260.00
Task 5: Eos GPS Configuration and Training	\$2,500.00	\$0.00	\$2,500.00	\$0.00
Totals	\$240,000.00	\$177,734.25	\$62,265.75	\$10,034.00

Invoice Total **\$10,034.00**

REMIT TO:

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

**INVOICE**

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

Invoice Date: 08/01/2023
Invoice #: 65514
Project: 0037228040

Project Name: Oak Park GIS DWAM

Task 2: Field Data Colleciton*Professional Services*

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician I	8.00	96.00	\$768.00
Professional Services Subtotal	8.00		\$768.00
Task 2: Field Data Colleciton Total:	8.00		\$768.00

Task 3: GIS Topology / Attribution Updates*Professional Services*

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician I	89.75	96.00	\$8,616.00
Technician III	3.00	130.00	\$390.00
Professional Services Subtotal	92.75		\$9,006.00
Task 3: GIS Topology / Attribution Updates Total:	92.75		\$9,006.00

Task 4: Application Development*Professional Services*

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician III	2.00	130.00	\$260.00
Professional Services Subtotal	2.00		\$260.00
Task 4: Application Development Total:	2.00		\$260.00

Total Backup: 102.75 \$10,034.00

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



INVOICE

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

Invoice Date: 08/01/2023
Invoice #: 65512
Project: 0037230003

Project Name: CE - Nine Mile Road Rehab

For Professional Services Rendered Through: June 30, 2023

Professional Services

Description	Fee	Prior Billed	Total Available	Current Billing
OHM	\$402,006.00	\$121,016.25	\$280,989.75	\$87,093.50
Sub - G2	\$54,994.00	\$0.00	\$54,994.00	\$7,967.17
Totals	\$457,000.00	\$121,016.25	\$335,983.75	\$95,060.67

Invoice Total

\$95,060.67

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



INVOICE

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

Invoice Date: 08/01/2023
Invoice #: 65512
Project: 0037230003

Project Name: CE - Nine Mile Road Rehab

OHM

Professional Services

	Hours	Rate	Amount
Administrative Support	.25	90.00	\$22.50
Associate	6.00	198.00	\$1,188.00
Engineering/Architectural Aide	191.50	75.00	\$14,362.50
Professional Engineer/Architect II	21.75	162.00	\$3,523.50
Professional Engineer/Architect IV	38.00	195.00	\$7,410.00
Professional Surveyor III	2.00	170.00	\$340.00
Sr. Associate	6.00	210.00	\$1,260.00
Surveyor I	24.50	100.00	\$2,450.00
Surveyor II	25.50	115.00	\$2,932.50
Surveyor III	14.50	130.00	\$1,885.00
Technician I	14.50	96.00	\$1,392.00
Technician II	302.50	115.00	\$34,787.50
Technician IV	105.00	148.00	\$15,540.00
Professional Services Subtotal	752.00		\$87,093.50
OHM Total:	752.00		\$87,093.50

Sub - G2

Outside Consultants

	Qty	Cost Rate	Multiplier	Amount
G2 Consulting Group LLC 231152	1.00	7,242.88	1.10	\$7,967.17
Outside Consultants Subtotal	1.00			\$7,967.17
Sub - G2 Total:				\$7,967.17

Total Backup: 752.00 \$95,060.67

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



INVOICE

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

Invoice Date: 08/01/2023
Invoice #: 65515
Project: 0037210080

Project Name: Nine Mile Linear Park Landscaping

For Professional Services Rendered Through: June 30, 2023

Professional Services

Description	Fee	Prior Billed	Total Available	Current Billing
Concept Design	\$5,500.00	\$5,490.50	\$9.50	\$0.00
Construction Documents	\$6,500.00	\$6,498.75	\$1.25	\$0.00
Bidding and Construction Phase Services	\$5,500.00	\$2,161.00	\$3,339.00	\$305.00
Totals	\$17,500.00	\$14,150.25	\$3,349.75	\$305.00

Invoice Total **\$305.00**

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



INVOICE

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

Invoice Date: 08/01/2023
Invoice #: 65515
Project: 0037210080

Project Name: Nine Mile Linear Park Landscaping

Bidding and Construction Phase Services

Professional Services

	Hours	Rate	Amount
Grad. Arch./Landscape Arch. II	2.50	122.00	\$305.00
Professional Services Subtotal	2.50		\$305.00
Bidding and Construction Phase Services Total:	2.50		\$305.00
Total Backup:	2.50		\$305.00

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



INVOICE

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

Invoice Date: 08/01/2023
Invoice #: 65513
Project: 0037230020

Project Name: Fern St Survey - Pasadena to Cloverdale

For Professional Services Rendered Through: June 30, 2023

Professional Services

Description	Fee	Prior Billed	Total Available	Current Billing
Professional Fees	\$6,000.00	\$0.00	\$6,000.00	\$4,639.00
Totals	\$6,000.00	\$0.00	\$6,000.00	\$4,639.00

Invoice Total \$4,639.00

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



INVOICE

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

Invoice Date: 08/01/2023
Invoice #: 65513
Project: 0037230020

Project Name: Fern St Survey - Pasadena to Cloverdale

Professional Fees

Professional Services

	Hours	Rate	Amount
Associate	.50	198.00	\$99.00
Professional Surveyor III	4.00	170.00	\$680.00
Surveyor I	17.00	100.00	\$1,700.00
Surveyor II	12.00	115.00	\$1,380.00
Surveyor III	6.00	130.00	\$780.00
Professional Services Subtotal	39.50		\$4,639.00
Professional Fees Total:	39.50		\$4,639.00

Total Backup: 39.50 \$4,639.00



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 7, 2023

SUBJECT: Request authorization to bid the proposed Sign and Median Landscape Bid

DEPARTMENT: Corridor Improvement Authority

SUMMARY: Bid documents are being prepared for proposed landscaping around 4 City Welcome Signs and 2 Median Islands on Nine Mile Road.

FINANCIAL STATEMENT: There is funding available in the Materials and Supplies account 251-00.000-726.000

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for the proposed Sign and Median Landscape Bid

APPROVALS:

City Manager: _____ ET

Department Director: _____ KM

Finance Director: _____ SC

Legal: _____ CK

Budgeted: ☐

EXHIBITS: None



5G

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 7, 2023

SUBJECT: Payment Application No. 1 for the Nine Mile Connector Park Project, M-746.

DEPARTMENT: Municipal Services – Engineering KMG

SUMMARY: Attached is Payment Application No. 1 for the Nine Mile Connector Park Project, M-746 by DMC Consultants Inc. of Detroit, MI. This project will install the play equipment and site amenities at the Nine Mile Connector Park, between the Linear Park and Troy Ave. This project is approximately 18% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$313,768.00
Total Completed to Date:	\$ 61,859.05
Less Retainage:	\$ 6,185.91
Net Earned:	\$ 55,673.15
Deductions:	\$ 0.00
Balance:	\$ 55,673.15
Payments to Date:	\$ 0.00
Amount Due DMC Consultants:	\$ 55,673.15

RECOMMENDED ACTION: It is recommended that Payment Application No. 1 for the Nine Mile Connector Park Project, M-746 to DMC Consultants Inc. of Detroit, Michigan be approved for the amount of \$55,673.15. Funding is available in the City Owned Property Fund (402-18-444-970) and the Public Improvement Fund (401-70-900-970).

APPROVALS:

City Manager: ET Department Director: KM

Director of Finance: SC Legal: N/A

Budgeted: ☐

EXHIBITS: Payment Application No. 1, map

PAYMENT APPLICATION

PROJECT: Nine Mile Connector Park Project
OWNER: City of Oak Park, Michigan
CONTRACTOR: DMC Consultants Inc.
 13500 Foley Street
 Detroit, MI 48227

JOB NUMBER: M-746
APPLICATION NO.: 1
PERIOD ENDING:
PAGE: 1 of 1

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Period Quantity	Period Amount	Quantity To Date	Amount To Date
1	Mobilization, Max	1	LSUM	\$ 16,500.00	1.00	\$16,500.00	1.00	\$16,500.00
2	Erosion Control, Inlet filter protection, fabric	4	EACH	\$ 350.00	0.00	\$0.00	0.00	\$0.00
3	Standard Concrete Sidewalk Pavement (6" Concrete)	1,868	SFT	\$ 15.00	2,043.19	\$30,647.85	2,043.19	\$30,647.85
4	Subgrade Undercutting (Modified)	100	CYD	\$ 120.00	0.00	\$0.00	0.00	\$0.00
5	Earthwork (earth excavation)	400	CYD	\$ 70.00	210.16	\$14,711.20	210.16	\$14,711.20
6	Zipline w/Disk Seat	1	EACH	\$ 22,215.00	0.00	\$0.00	0.00	\$0.00
7	Accessible Spinner	1	EACH	\$ 26,000.00	0.00	\$0.00	0.00	\$0.00
8	Bouncing Metal Swing	1	EACH	\$ 5,650.00	0.00	\$0.00	0.00	\$0.00
9	Post mount scavenger hunt panel	1	EACH	\$ 1,550.00	0.00	\$0.00	0.00	\$0.00
10	Treasure Tumble panel	1	EACH	\$ 4,895.00	0.00	\$0.00	0.00	\$0.00
11	ADA Solar System panel	1	EACH	\$ 2,500.00	0.00	\$0.00	0.00	\$0.00
12	Spinflacer panel	1	EACH	\$ 2,600.00	0.00	\$0.00	0.00	\$0.00
13	14 ft Shade Sail (attached to zoomtrak)	3	EACH	\$ 8,300.00	0.00	\$0.00	0.00	\$0.00
14	14 ft Shade Sail attached to post	1	EACH	\$ 7,500.00	0.00	\$0.00	0.00	\$0.00
15	Large Lollitops	2	EACH	\$ 1,400.00	0.00	\$0.00	0.00	\$0.00
16	Medium Lollitops	1	EACH	\$ 950.00	0.00	\$0.00	0.00	\$0.00
17	Small Lollitops	2	EACH	\$ 650.00	0.00	\$0.00	0.00	\$0.00
18	Lollitop Support Post	2	EACH	\$ 810.00	0.00	\$0.00	0.00	\$0.00
19	Play panel support posts (3.5 in OD x 100 in steel post w/ riveted cap)	6	EACH	\$ 520.00	0.00	\$0.00	0.00	\$0.00
20	6 FT Bench	3	EACH	\$ 2,650.00	0.00	\$0.00	0.00	\$0.00
21	Decorative Pedestrian Light Pole	3	EACH	\$ 7,200.00	0.00	\$0.00	0.00	\$0.00
22	Solar Light	8	EACH	\$ 830.00	0.00	\$0.00	0.00	\$0.00
23	ADA Square table	1	EACH	\$ 3,500.00	0.00	\$0.00	0.00	\$0.00
24	Trash Receptacle with Recycling	1	EACH	\$ 3,750.00	0.00	\$0.00	0.00	\$0.00
25	Athletic & Recreational Surface, Blue	1,830	SFT	\$ 26.00	0.00	\$0.00	0.00	\$0.00
26	Athletic & Recreational Surface, Green	508	SFT	\$ 26.00	0.00	\$0.00	0.00	\$0.00
27	Acer rubrum, 3 inch	1	EACH	\$ 950.00	0.00	\$0.00	0.00	\$0.00
28	Aronia melanocarpa 'Autumn Magic', #5 cont.	6	EACH	\$ 100.00	0.00	\$0.00	0.00	\$0.00
29	Cercis canadensis, 10 ft height	2	EACH	\$ 920.00	0.00	\$0.00	0.00	\$0.00
30	Geranium maculatum, #1 cont.	47	EACH	\$ 28.00	0.00	\$0.00	0.00	\$0.00
31	Panicum virgatum, 'Shenandoah', #1 cont.	9	EACH	\$ 30.00	0.00	\$0.00	0.00	\$0.00
32	Rhus aromatica 'Gro-Low', #1 cont.	5	EACH	\$ 77.00	0.00	\$0.00	0.00	\$0.00
33	Rudbeckia fulgida var sulcivert 'Goldsturm', #1 cont.	3	EACH	\$ 27.00	0.00	\$0.00	0.00	\$0.00
34	Sporobolus heterolepis, #1 cont.	22	EACH	\$ 27.00	0.00	\$0.00	0.00	\$0.00
35	Ulmus x 'Frontier', 3 inch	1	EACH	\$ 954.00	0.00	\$0.00	0.00	\$0.00
36	Plant bed preparation	67	SYD	\$ 10.00	0.00	\$0.00	0.00	\$0.00
37	Watering and cultivating, 1st year	1	LSUM	\$ 4,320.00	0.00	\$0.00	0.00	\$0.00
38	Watering and cultivating, 2nd year	1	LSUM	\$ 3,240.00	0.00	\$0.00	0.00	\$0.00
39	Class "A" Sodding (Modified)	40	SYD	\$ 20.00	0.00	\$0.00	0.00	\$0.00
\$61,859.05							\$61,859.05	

Original Contract Amount: \$313,768.00

Earnings This Period: \$61,859.05
 Total Earnings to Date: \$61,859.05
 Less Retainage: \$6,185.91
 Net Earned: \$55,673.15
 Deductions: \$0.00
 Balance: \$55,673.15
 Payments to Date: \$0.00

Amount Due: \$55,673.15

Accepted By:

Logesh Rajendran
 Logesh Rajendran (Jul 31, 2023 16:10 EDT)

DMC Consultants Inc.

Date: Jul 31, 2023

Kara M. Grisamer

Kara Grisamer P.E., City Engineer

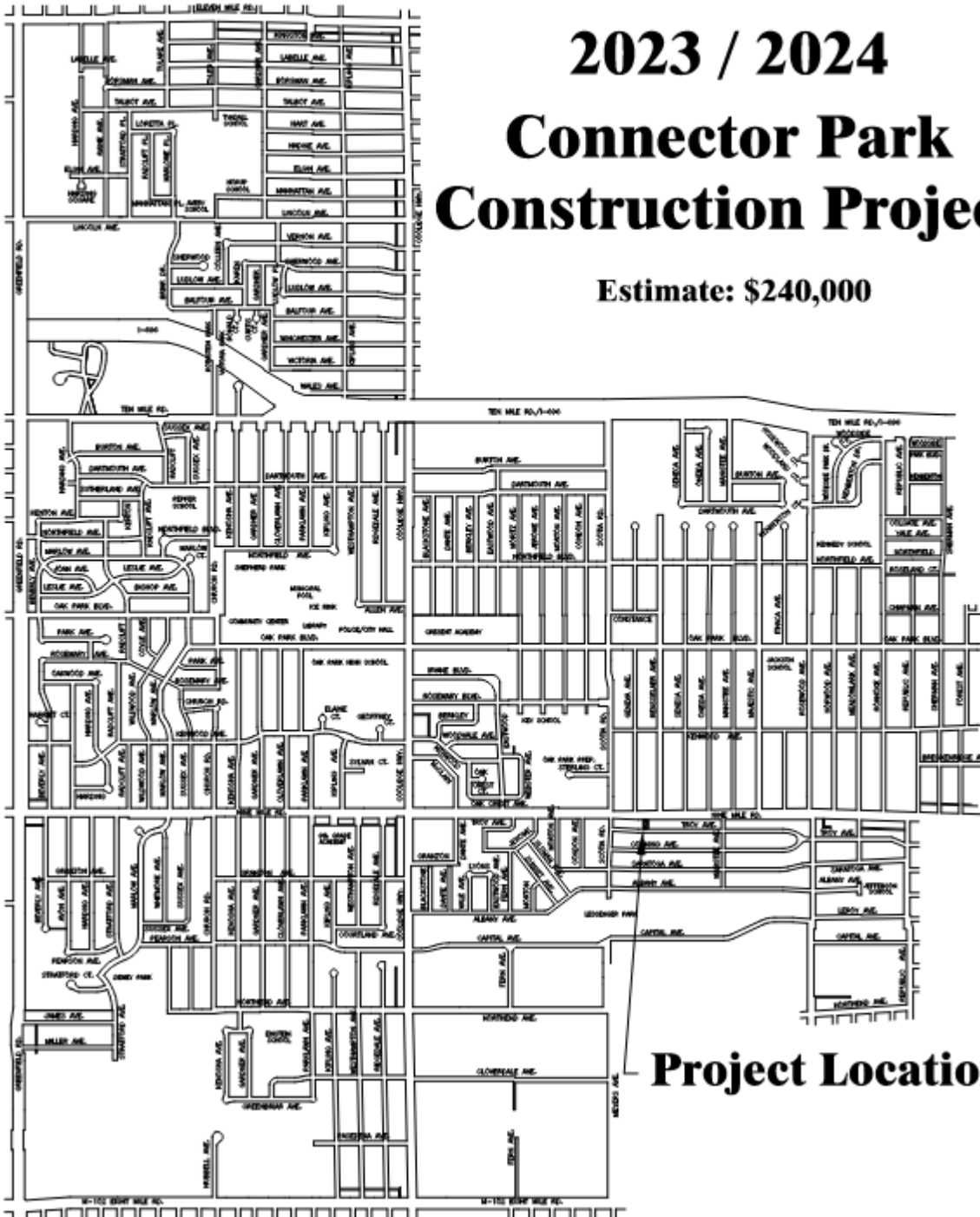
Date: Jul 31, 2023

City of Oak Park

2023 / 2024

Connector Park Construction Project

Estimate: \$240,000



Project Location



5H

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 7, 2023

SUBJECT: Payment Application No. 4 for the 2023 Water Main and Road Replacement Project, M-750.

DEPARTMENT: Municipal Services – Engineering KMG

SUMMARY: Attached is Payment Application No. 4 for the 2023 Water Main and Road Replacement Project, M-750 by Inner City Contracting LLC of Detroit, MI. This project will replace the water mains in the areas shown on the attached map and also replace the pavement on Cloverdale Ave and Northfield Ave. This project is approximately 93% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$2,240,831.75
Change Order No. 1:	\$ 3,663.27
Change Order No. 2:	\$ 49,640.00
Change Order No. 3:	<u>\$ 5,000.00</u>
Total Contract Amount:	\$2,299,135.02
Total Completed to Date:	\$2,127,379.72
Less Retainage:	\$ 0.00
Net Earned:	\$2,127,379.72
Deductions:	\$ 0.00
Balance:	\$2,127,379.72
Payments to Date:	<u>\$1,842,603.96</u>
Amount Due Inner City Contracting:	\$ 284,775.76

RECOMMENDED ACTION: It is recommended that Payment Application No. 4 for the 2023 Water Main and Road Replacement Project, M-750 to Inner City Contracting of Detroit, Michigan be approved for the amount of \$284,775.76. Funding is available in the Water and Sewer Fund (592-18-538-970), Major Streets Fund (202-18-479-970), and Local Streets Fund (203-18-479-970).

APPROVALS:

City Manager: ET Department Director: KM

Director of Finance: SC Legal: N/A

Budgeted: ☒

EXHIBITS: Payment Application No. 4, maps

PAYMENT APPLICATION

PROJECT: 2023 Water Main and Paving Project
OWNER: City of Oak Park, Michigan
CONTRACTOR: Inner City Contracting LLC
 18715 Grand River Ave,
 Detroit, MI 48223

JOB NUMBER: M-750
APPLICATION NO.: 4
PERIOD ENDING: 7/28/23
PAGE: 1 of 2

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Period Quantity	Period Amount	Quantity To Date	Amount To Date
1	Mobilization, Max 5%	1	LSUM	\$112,000.00	0.00	\$0.00	1.00	\$112,000.00
2	Minor Traffic Device, Modified SP	1	LSUM	\$14,000.00	0.00	\$0.00	0.75	\$10,500.00
3	Pavement Removal, Modified SP	8,700	SYD	\$7.30	1,310.48	\$9,566.50	8,223.73	\$60,033.23
4	Erosion Control, Inlet Protection, Fabric Drop, Modified SP	32	EACH	\$100.00	0.00	\$0.00	36.00	\$3,600.00
5	Project Cleanup	1	LSUM	\$4,500.00	0.00	\$0.00	0.00	\$0.00
6	Aggregate Base Under Concrete (6" 21AA Crush Limestone)	6,300	SYD	\$13.50	1,011.58	\$13,656.33	5,565.82	\$75,138.57
7	Earth Excavation	1,550	CYD	\$2.70	270.22	\$729.59	998.10	\$2,694.87
8	Subgrade Undercutting	725	CYD	\$70.00	13.18	\$922.60	14.96	\$1,047.20
9	Station Grading	15.75	STA	\$5,117.00	4.03	\$20,621.51	15.54	\$79,518.18
10	Gate well , 1040C Frame and Cover	12	EACH	\$887.00	0.00	\$0.00	12.00	\$10,644.00
11	Sanitary Manhole 1040A Frame and Cover	5	EACH	\$1,050.00	0.00	\$0.00	3.00	\$3,150.00
12	Catch Basin 5080M3 6 Hole Frame and Cover	18	EACH	\$845.00	0.00	\$0.00	18.00	\$15,210.00
13	Underdrain Subgrade, Open Graded 6", Modified SP	3,300	LFT	\$12.90	747.98	\$9,648.94	3,138.20	\$40,482.78
14	Conc. Pavt. 24" curb and gutter Section, Non-Reinf. 7", Modified SP	100	LFT	\$98.20	9.40	\$923.08	41.20	\$4,045.84
15	Conc. Pavt W/integral curb and gutter, Non-Reinf. 7", Modified SP	6,000	SYD	\$66.90	1,355.16	\$90,660.20	6,430.04	\$430,169.68
16	Sidewalk Conc. NonReinf. Modified SP 4" Conc. Sidewalk	12,600	SFT	\$8.20	550.28	\$4,512.30	12,590.00	\$103,238.00
17	Sidewalk Conc. NonReinf. Modified SP 6" Conc. Sidewalk	11,700	SFT	\$10.25	1,422.73	\$14,582.98	9,661.06	\$99,025.87
18	Class A Sodding, Modified SP	3,800	SYD	\$16.10	0.00	\$0.00	0.00	\$0.00
19	Water Main D.I CL 54 8" Trench Det B Modified	3,150	LFT	\$70.00	0.00	\$0.00	3,243.56	\$227,049.20
20	Cloverdale Ave. Water Main Connection "A", Cloverdale Ave. @ Greenbriar Ave.	1	LSUM	\$20,450.00	0.00	\$0.00	1.00	\$20,450.00
21	Cloverdale Ave. Water Main Connection "B", Cloverdale Ave. @ Parklawn Ave.	1	LSUM	\$17,655.00	0.00	\$0.00	1.00	\$17,655.00
22	Leslie Ave. Water Main Connection "A", Leslie Ave. @ Beverly Ave.	1	LSUM	\$17,665.00	0.00	\$0.00	1.00	\$17,665.00
23	Leslie Ave. Water Main Connection "B", Leslie Ave. @ Joan Ave. (south Side)	1	LSUM	\$16,320.00	0.00	\$0.00	1.00	\$16,320.00
24	Leslie Ave. Water Main Connection "C", Leslie Ave. @ Joan Ave. (North Side)	1	LSUM	\$16,320.00	0.00	\$0.00	1.00	\$16,320.00
25	Leslie Ave. Water Main Connection "D", Leslie Ave. @ Stratford Ave.	1	LSUM	\$19,590.00	0.00	\$0.00	1.00	\$19,590.00
26	Leslie Ave. Water Main Connection "E", Leslie Ave. @ Marlow Ave.	1	LSUM	\$20,580.00	0.00	\$0.00	1.00	\$20,580.00
27	Install Fire Hydrant EJIW 5BR-250	7	EACH	\$10,915.00	0.00	\$0.00	7.00	\$76,405.00
28	Install 8" Gate Valve and Well	12	EACH	\$9,332.50	0.00	\$0.00	12.00	\$111,990.00
29	Remove & Replace Short Side Service Curb Box 3/4" to 2"	51	EACH	\$892.00	0.00	\$0.00	48.00	\$42,816.00
30	Service Transfers	83	EACH	\$900.00	0.00	\$0.00	74.00	\$66,600.00
31	3/4" to 2" Diameter Type K Copper	400	LFT	\$90.50	0.00	\$0.00	664.25	\$60,114.63

32	24" Drainage Structure, Inlet	7	EACH	\$4,500.00	0.00	\$0.00	7.00	\$31,500.00
33	48" Drainage Structure	11	EACH	\$5,990.00	0.00	\$0.00	11.00	\$65,890.00
34	Sewer Pipe, 12" Reinf. Concrete Pipe	600	LFT	\$101.50	0.00	\$0.00	552.20	\$56,048.30
35	Remove Existing Fire Hydrant	5	EACH	\$3,563.00	0.00	\$0.00	6.00	\$21,378.00
36	Remove Existing Gate Valve and Well	9	EACH	\$4,384.00	0.00	\$0.00	9.00	\$39,456.00
37	Drainage Structure Remove	18	EACH	\$3,262.00	0.00	\$0.00	18.00	\$58,716.00
38	Drainage Structure Adjust	9	EACH	\$420.00	0.00	\$0.00	0.00	\$0.00
39	Sewer Pipe, Remove, 12" and under	600	LFT	\$5.25	0.00	\$0.00	549.20	\$2,883.30
40	Crossing Existing Water Mains, Sewers, and sewer leads	20	EACH	\$100.00	0.00	\$0.00	3.00	\$300.00
41	Cast in Place Detectable, Tactile warning Surfaces	380	SFT	\$45.00	0.00	\$0.00	220.00	\$9,900.00
42	Abandon Existing Water Main, Cloverdale Ave.	1	LSUM	\$5,600.00	0.00	\$0.00	0.00	\$0.00
43	Abandon Existing Water Main, Leslie Ave.	1	LSUM	\$12,100.00	0.00	\$0.00	0.00	\$0.00
44	Maintenance Gravel, Modified SP	1,000	TON	\$24.00	0.00	\$0.00	623.20	\$14,956.80
45	Salvage Sign, Modified SP	22	EACH	\$95.50	0.00	\$0.00	0.00	\$0.00
46	Unidentified Irrigation System Repairs - Sprinkler Lines	500	LFT	\$6.50	230.00	\$1,495.00	230.00	\$1,495.00
47	Unidentified Irrigation System Repairs - Sprinkler Heads	100	EACH	\$125.00	20.00	\$2,500.00	20.00	\$2,500.00
48	State Barricade Northfield Detour Traffic Devices	0	LSUM	\$597.60	0.00	\$0.00	1.00	\$597.60
49	Survey Work for Catch Basin Inverts	0	LSUM	\$3,065.67	0.00	\$0.00	1.00	\$3,065.67
50	Re-route Water Main around Sewer on Sherman	0	LSUM	\$49,640.00	0.00	\$0.00	1.00	\$49,640.00
51	Pavement Gapping - Kenosha	0	LSUM	\$5,000.00	0.00	\$0.00	1.00	\$5,000.00

\$169,819.03

\$2,127,379.72

Original Contract Amount: \$2,240,831.75
Change Order #1: \$3,663.27
Change Order #2: \$49,640.00
Change Order #3: \$5,000.00
Current Contract Amount: \$2,299,135.02

Earnings This Period: \$169,819.03
Total Earnings to Date: \$2,127,379.72

Less Retainage: \$0.00
Net Earned: \$2,127,379.72
Deductions: \$0.00
Balance: \$2,127,379.72
Payments to Date: \$1,842,603.96

Amount Due:

\$284,775.76

Accepted By:


Tony DiGirolamo (Jul 31, 2023 15:10 EDT)
Inner City Contracting LLC

Date: Jul 31, 2023



Kara Grisamer, P.E.
City of Oak Park, Michigan

Date: Jul 31, 2023

Water Estimate: \$400,000
Road Estimate: \$350,000



Water Estimate: \$750,000

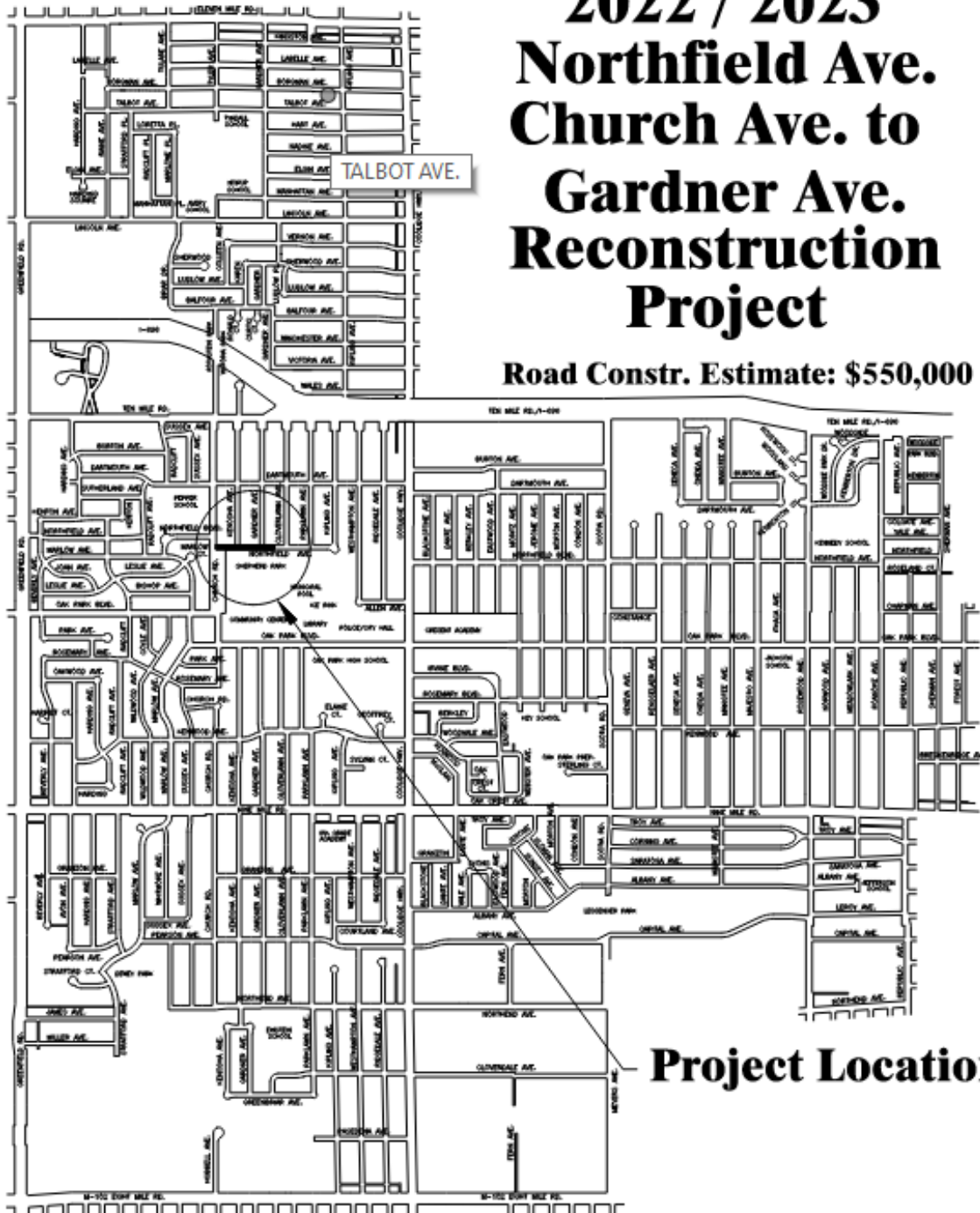


City of Oak Park

2022 / 2023

Northfield Ave. Church Ave. to Gardner Ave. Reconstruction Project

Road Constr. Estimate: \$550,000



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** August 7, 2023**SUBJECT:** Request authorization to dispose of surplus vehicles / equipment.**DEPARTMENT:** Public Works - *DED***SUMMARY:** The Public Works Department is requesting authorization to have the following vehicles / equipment declared surplus and sold or disposed of in the best interest of the City.

Vehicle	Year	Description	VIN / Serial No.
-	2015	Leica – GS14 GPS Unit	2805871

FINANCIAL STATEMENT: Any funds received would be deposited in account number 402-00.000-673.000 (Sale of Fixed Assets) of the 2023-2024 Budget.**RECOMMENDED ACTION:** It is recommended that City Council declare the listed vehicles / equipment surplus and sold by sealed bid, public auction, or disposal at the lowest expense to the City in accordance with City policy.**APPROVALS:**

City Manager: _____ ET

Department Director: _____ *DED*

Finance Director: _____ SC

Legal: _____ CK

Budgeted: ☐**EXHIBITS:** None



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

**April 24, 2023
4:30 PM**

MINUTES

Chairperson Tungate called the meeting to order in the Executive Conference Room of City Hall. 14000 Oak Park Blvd., Oak Park MI 48230 at 4:30 PM and roll call was taken.

EMPLOYEES' RETIREMENT SYSTEM:

TRUSTEES PRESENT: Trustee Tungate, Trustee McClellan, Trustee Waxenberg, Trustee DeCoster, Trustee Crawford

TRUSTEES ABSENT: None

ALSO PRESENT: City Clerk Norris, City Attorney Duff, Human Resources Director Allen, and Deputy Finance Director Johnson

PUBLIC SAFETY RETIREMENT SYSTEM:

TRUSTEES PRESENT: Trustee Tungate, Trustee McClellan, Trustee Radner, Trustee Batora

TRUSTEES ABSENT: Trustee Macfarlane

ALSO PRESENT: City Clerk Norris, City Attorney Duff, Human Resources Director Allen, and Deputy Finance Director Johnson

(Agenda Item #3A) Approval of Minutes

**ERS-04-006-23 MINUTES FROM THE FEBRUARY 24, 2023 ERS/PSRS
CONCURRENT MEETING – APPROVED**

Motion by DeCoster, seconded by McClellan, CARRIED UNANIMOUSLY, to approve the Minutes from the February 27, 2023 ERS/PSRS Concurrent Meeting.

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

Absent: None

MOTION DECLARED ADOPTED

**PSRS-04-007-23 MINUTES FROM THE FEBRUARY 24, 2023, ERS/PSRS
CONCURRENT MEETING – APPROVED**

Motion by Batora, seconded by McClellan, CARRIED UNANIMOUSLY, to
approve the Minutes from the February 27, 2023 ERS/PSRS Concurrent Meeting.

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

MOTION DECLARED ADOPTED

**(Agenda Item #7A) Market Update, Portfolio Review and Private Equity
Discussion – PNC**

Carolyn Rains from PNC presented the 2023 First Quarter Investment Review dated March 31, 2023. A complete report is on file in the City Clerk's Office. She also provided a market update and presented a portfolio summary that reviewed the City's investment policy statement, assets, allocations, and investment performance for both systems. She reported the market value of the Employees' Retirement System as of March 31, 2023 was \$18,453,874 and the market value of the Public Safety Retirement System was \$49,655,108.

Brad Ackerman from PNC was present to discuss alternative investments strategies for the portfolios. After discussion PNC recommended the purchase of AMG Pantheon Fund at 2% for the Employees Retirement System and HarbourVest Dover Street at 2% for the Public Safety Retirement System.

**ERS-04-007-23 MOTION TO APPROVE THE PURCHASE OF AMG
PANTHEON FUND AT 2% FOR THE EMPLOYEES
RETIREMENT SYSTEM – APPROVED**

Motion by DeCoster, seconded by McClellan, CARRIED, to approve the purchase
of AMG Pantheon Fund at 2% for the Employees Retirement System.

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

MOTION DECLARED ADOPTED

**PSRS-04-008-23 MOTION TO APPROVE THE PURCHASE OF HARBOUR
VEST DOVER STREET AT 2% FOR THE PUBLIC
SAFETY RETIREMENT SYSTEM – APPROVED**

Motion by Batora, seconded by Radner, CARRIED UNANIMOUSLY, to approve the purchase of HarbourVest Dover Street at 2% for the Public Safety Retirement System.

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

MOTION DECLARED ADOPTED

(Agenda Item #4B) Actuarial Valuation Reports

Troy Schnabel from Watkins Ross presented actuarial reports for the Plan Year Beginning July 1, 2022. Complete reports are on file with the City Clerk. There was consensus among members of both boards to receive the reports as presented.

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

**ERS-04-008-23 RECEIVE AND APPROVE ERS FINANCIAL REPORTS
(JANUARY - MARCH, 2023) – APPROVED**

Motion by DeCoster, seconded by Waxenberg, CARRIED UNANIMOUSLY, to receive and approve the following reports for the period January 1, 2023 – March 31, 2023:

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

DATE	CHECK#	PAYEE/DESCRIPTION	AMOUNT
1/04/23	Check #168595	Watkins Ross	\$ 12,800.00
Investment Counseling Fees for 10/01/2022 – 12/31/2022.			
1/31/23	EFT (JE#11648)	PNC Inst. Asset Mgmt.	\$ 15,430.21
Investment Counseling Fees for 1/01/2023 – 3/31/2023.			
QUARTERLY DISBURSEMENTS		\$14,893.82	
ACTUARY FEE REIMBURSEMENT		(300.00)	
TOTAL QUARTERLY DISBURSEMENT		\$27,930.21	

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

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

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

Motion by Batora, seconded by Rasdner, **CARRIED UNANIMOUSLY**, to receive and approve the following reports for the period January 1, 2023 – March 31, 2023:

- | DATE | CHECK# | PAYEE/DESCRIPTION | AMOUNT |
|--|----------------|-----------------------|--------------|
| 1/04/23 | Check #168595 | Watkins Ross | \$ 12,100.00 |
| Actuarial Services August, 2022 through November 30, 2022. | | | |
| 1/31/23 | EFT (JE#11649) | PNC Inst. Asset Mgmt. | \$ 37,984.14 |
| Investment Counseling Fees for 1/01/2023 – 3/31/2023. | | | |
| TOTAL QUARTERLY DISBURSEMENT | | \$50,084.14 | |

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

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

ADJOURNMENT:

The meeting adjourned at 5:52 PM.

T. Edwin Norris, City Clerk



**CITY OF OAK PARK, MICHIGAN
EMPLOYEES' RETIREMENT SYSTEM**

SPECIAL MEETING

May 30, 2023

10:00 AM

MINUTES

Chairperson Tungate called the special meeting to order at 10:00 AM and roll call was taken.

EMPLOYEES' RETIREMENT SYSTEM:

TRUSTEES PRESENT: Trustee Tungate, Trustee Crawford,
Trustee McClellan, Trustee DeCoster

TRUSTEES ABSENT: Trustee Waxenberg

ALSO PRESENT: City Clerk Norris, City Attorney Duff, Human Resources
Director Allen

(Agenda Item #3A) The board will consider options regarding the State Pension Grant.

The board discussed the following projections provided by Watkins Ross that pertain to receiving potential grant proceeds:

City of Oak Park Employees' Retirement System
Changes in ADC due to changes in the Unfunded Liability caused by Market Losses
and Reduction due to Grant Proceeds

interest rate=	1.043902	(1.07%/1.025%)		
		est. unfunded	amort	ADC
				(w 1/2 year int)
2022-2023 ADC:		20,339,711	1,439,211	1,631,280
(21 years)				
2023-2024 ADC:		20,223,535	1,475,191	1,665,072
7% actuarial ROR				
(assumed)				
(20 years)				

No Grant Proceeds

2024-2025 ADC: (19 years)	est. unfunded	amort	NC	ADC
9% actuarial ROR:	19,660,728	\$1,481,917	118,935	1,656,882
7% actuarial ROR (assumed)	20,060,728	\$1,512,071	118,935	1,688,091
5% actuarial ROR	20,460,728	\$1,542,217	118,935	1,719,292
0% actuarial ROR:	21,460,728	\$1,617,591	118,935	1,797,305
(5%) actuarial ROR:	22,460,728	\$1,692,966	118,935	1,875,317

\$850,000 Grant Proceeds

2024-2025 ADC: (19 years)	unfunded	amort	ADC
9% actuarial ROR:	18,810,728	\$1,417,849	1,590,571
7% actuarial ROR (assumed)	19,210,728	\$1,447,999	1,621,776
5% actuarial ROR	19,610,728	\$1,478,148	1,652,981
0% actuarial ROR:	20,610,728	\$1,553,523	1,730,994
(5%) actuarial ROR:	21,610,728	\$1,628,897	1,809,007

\$1,700,000 Grant Proceeds

2024-2025 ADC: (19 years)	unfunded	amort	ADC
9% actuarial ROR:	17,960,728	\$1,353,781	1,524,261
7% actuarial ROR (assumed)	18,360,728	\$1,383,930	1,555,466
5% actuarial ROR	18,760,728	\$1,414,080	1,586,671
0% actuarial ROR:	19,760,728	\$1,489,455	1,664,683
(5%) actuarial ROR:	20,760,728	\$1,564,829	1,742,696

each 1% gain or loss in 2024-2025 was approximated by a \$200,000 change in Actuarial Value of Assets, resulting in a \$200,000 change in unfunded liability

ERS-05-009-23

**MOTION TO RECOMMEND TO CITY COUNCIL THAT
THE CITY OF OAK PARK APPLIES FOR THE
PROTECTING MI PENSION GRANT – APPROVED**

Motion by Crawford, seconded by McClellan, CARRIED UNANIMOUSLY, to recommend to City Council that the City of Oak Park applies for the Protecting MI Pension Grant.

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

MOTION DECLARED ADOPTED

PUBLIC COMMENTS:

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

ADJOURNMENT:

The meeting adjourned at 10:30 AM.

T. Edwin Norris, City Clerk

**CITY OF OAK PARK, MICHIGAN
ZONING BOARD OF APPEALS
JUNE 27, 2023
MEETING MINUTES**

The meeting was called to order at 7:00 p.m. by Chairperson Huston in the City Council Chambers, 14000 Oak Park Blvd, Oak Park, MI 48237 and roll call was made.

PRESENT: Chairperson Huston
Commissioner Anderson
Commissioner Snider
Commissioner Andrews
Commissioner Kleid
Commissioner Brown

ABSENT: Commissioner Seligson

OTHERS
PRESENT: City Planner Salam Habhab
Deputy City Clerk Jo Lynn Williams

3. APPROVAL OF ZONING BOARD OF APPEALS MINUTES OF JULY 26, 2022

MOTION BY Snider, SECONDED BY Anderson, to approve the meeting minutes of July 26, 2022 with no corrections.

Vote: Yes: Anderson, Huston, Snider, Seligson
No: None

MOTION CARRIED

4. COMMUNICATIONS: Salam Habhab briefly introduce the new members of the board, Commissioner Brown and Commissioner Kleid.

5. OLD BUSINESS: None

6. NEW BUSINESS:

1. CASE NO. 23-01: Jerome Poisac, 10771 Saratoga St.

i. Article 2, Division 2: Residential Districts, Section 214 Schedule of Regulations requires the total of both side yard setbacks shall be (14) feet in the R-1, One-Family Residential District. The applicant is requesting a variance to allow the total of both side yard setbacks of (12) feet to construct a carport on the west side of the property.

Jerome Poisac of 22675 Elm Ct. explained that this request is for his rental property. This property previously had a carport when he purchased it, but it was in bad condition, so he decided to remove it. Now he wants to have a new one built, with the same dimensions as the previous carport. He stated that the current tenant is an elderly female with a nice vehicle, which she would like to have protected from the elements. His vision was to have two sides of the carport enclosed, like it was before. He also provided pictures of

APPLICANT

Jerome Poisac
22675 Elm. Ct.
Hazel Park, MI 48030

PROPERTY

Jerome Poisac, 10771 Saratoga St., has made an appeal to the Zoning Board of Appeals for a variance from the provisions of Article 2, Division 2: Section 214 Schedule of Regulations of the Zoning Ordinance to allow for the addition of a carport that does not meet the total side yard setbacks requirement.

10771 Saratoga St.
Property Identification Number: 52-25-32-204-004

ORDINANCE REQUIREMENTS AND REQUEST

The following variance is requested:

1. Article 2, Division 2: Residential Districts, Section 214 Schedule of Regulations requires the total of both side yard setbacks shall be (14) feet in the R-1, One-Family Residential District. The applicant is requesting a variance to allow the total of both side yard setbacks of (12) feet to construct a carport on the west side of the property.

MOTION BY Anderson, SECONDED BY Snider, to **approve** the request of Jerome Poisac, with conditions that the carport shall be open (unenclosed) from three sides (roof and posts) for 10771 Saratoga St. for:

1. A waiver of approximately (2) feet from the provision in Article 2, Division 2, Article 214, to allow for the construction of a carport (roof with posts) 10 ft wide by 22 ft long which would allow for the sum of both side yards to be (12) ft.

VOTE: Yes: Snider, Anderson, Andrews, Brown, Kleid, Huston
No: None

MOTION CARRIED

2.CASE No. 23-02: GMB Architecture & Engineering, 15110 W. Ten Mile Rd.

Mitchell Duyser spoke on behalf of the GMB Architecture. He stated that his client is excited to have the school built and security is the reason for most of the variance requests.

Shaya Katz spoke in support of the school but voiced his concern about the well-traveled path being compromised. He suggested that something be done to have the path maintained/ accessible.

Jacob Munchiondo spoke on behalf of the construction company that is slated by GMB to construct the school. He stated that the goal is to create a delineated path.

Julie Edgar spoke and stated that her concerns were the same as Shaya Katz. She was not in favor of the setback variances.

APPLICANT

GMB Architecture & Engineering 85 E. 8th St., Suite 200 Holland, MI 49423

PROPERTY

GMB Architecture & Engineering on behalf of Yeshiva Beth Yehudah, 15110 W. Ten Mile Rd., has made an appeal to the Zoning Board of Appeals for variances from the provisions of Article 3, Division 1: Section 308 Fences, Walls, and Other Protective Barriers and Article 5, Division 4: Section 557.h Educational Institutions of the Zoning Ordinance to allow for the construction of a private preschool that does not meet the sides and rear yard setbacks, front fence location and fence height requirements.

15110 W. Ten Mile Rd.

Property Identification Number: 52-25-19-376-012

ORDINANCE REQUIREMENTS AND REQUEST

The following variances are requested:

1. Article 3, Division 1: Section 308.a General Provisions of the Zoning Ordinance requires fences in all districts shall not extend toward the front of the lot farther than the front building line. The applicant is requesting a variance to allow an 8-foot metal ornamental fence to extend toward the front of the lot farther than the front building line.
2. Article 3, Division 1: Section 308.b Residential Provisions of the Zoning Ordinance requires fences in residential districts shall not exceed a height of (6) feet. The applicant is requesting a metal ornamental fence of 8-foot high.
3. Article 5, Division 4: Section 557.h Educational Institutions of the Zoning Ordinance requires all buildings to be set back 50 feet from any property line. The applicant is requesting to reduce the west side yard setback to 35 feet.
4. Article 5, Division 4: Section 557.h Educational Institutions of the Zoning Ordinance requires all buildings to be set back 50 feet from any property line. The applicant is Case # 23-02, Page 2 requesting to reduce the north (rear) side yard setback to 35 feet.
5. Article 5, Division 4: Section 557.h Educational Institutions of the Zoning Ordinance requires all areas for student and staff parking shall be set back at least 50 feet from an abutting residential district or residential use. The applicant is requesting to reduce the east parking setback to 10 feet.

- i . Article 3, Division 1: Section 308.a General Provisions of the Zoning Ordinance requires fences in all districts shall not extend toward the front of the lot farther than the

front building line. The applicant is requesting a variance to allow an 8-foot metal ornamental fence to extend toward the front of the lot farther than the front building line.

MOTION BY Snider, SECONDED BY Kleid, to *approve* the request of GMB Architecture & Engineering, 15110 W. Ten Mile Rd. for:

1. a variance to allow an 8-foot metal ornamental fence to extend toward the front of the lot farther than the front building line.

VOTE: Yes: Anderson, Andrews, Brown, Kleid, Huston, Snider
No: None

MOTION CARRIED

ii. Article 3, Division 1: Section 308.b Residential Provisions of the Zoning Ordinance requires fences in residential districts shall not exceed a height of (6) feet. The applicant is requesting a metal ornamental fence of 8-foot high.

MOTION BY Snider, SECONDED BY Kleid, to *approve* the request of GMB Architecture & Engineering, 15110 W. Ten Mile Rd. for:

1. a variance to allow an 8-foot metal ornamental fence that exceeds the 6-foot ordinance.

VOTE: Yes: Andrews, Brown, Kleid, Huston, Snider
No: Anderson

MOTION CARRIED

iii. Article 5, Division 4: Section 557.h Educational Institutions of the Zoning Ordinance requires all buildings to be set back 50 feet from any property line. The applicant is requesting to reduce the west side yard setback to 35 feet.

MOTION BY Snider, SECONDED BY Kleid, to *approve* the request of GMB Architecture & Engineering, 15110 W. Ten Mile Rd.:

1. to reduce the west side yard setback to 35 feet

VOTE: Yes: Brown, Kleid, Huston, Snider, Andrews, Anderson
No: None

MOTION CARRIED

iv. Article 5, Division 4: Section 557.h Educational Institutions of the Zoning Ordinance requires all buildings to be set back 50 feet from any property line. The City of Oak Park will comply with the spirit and intent of the Americans with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities, and services line. The applicant is requesting to reduce the north (rear) side yard setback to 35 feet.

MOTION BY Snider, SECONDED BY Kleid, to *approve* the request of GMB Architecture & Engineering, 15110 W. Ten Mile Rd.:

1. requesting to reduce the north (rear) side yard setback to 35 feet.

VOTE: Yes: Kleid, Huston, Snider, Andrews, Anderson, Brown
No: None

MOTION CARRIED

v. Article 5, Division 4: Section 557.h Educational Institutions of the Zoning Ordinance requires all areas for student and staff parking shall be set back at least 50 feet from an abutting residential district or residential use. The applicant is requesting to reduce the east parking setback to 10 feet.

MOTION BY Snider, SECONDED BY Kleid, to *table* the request of GMB Architecture & Engineering, 15110 W. Ten Mile Rd. to reduce the setback to 10 feet:

VOTE: Yes: Kleid, Huston, Snider, Andrews, Anderson, Brown
No: None

MOTION TABLED

7. ADJOURNMENT:

There being no objections, the meeting was adjourned at 8:25 p.m.

Jo Lynn Williams, Deputy City Clerk

MERCHANT'S LICENSES - AUGUST 7, 2023

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
UNITED LAUNDROMAT	13221 TEN MILE	\$150.00	LAUNDROMAT

RENEWALS FOR 2023	ADDRESS	FEES	BUSINESS TYPE
BURDAS TRANSPORT LLC	12950 CLOVERDALE AVE	\$150.00	TRUCKING
COLLAB OF BEAUTY	22115 COOLIDGE HWY	\$225.00	SALON
LEARNING DISABILITIES CLINIC	25611 COOLIDGE HWY	\$150.00	TUTORING
H.O. TRETRICE CO	12950 W EIGHT MILE RD	\$150.00	MANUFACTURER
OSKA JEWELERS & REPAIR LLC	21700 GREENFIELD RD # 362	\$225.00	JEWELER
HAIRBEAU	23300 GREENFIELD RD # 223	\$150.00	SALON
NAILS BY SLIM	23300 GREENFIELD RD # 225	\$187.50	SALON
WING SNOB	24740 GREENFIELD RD	\$225.00	RESTAURANT
BERKLEY'S GOURMET CUPCAKES & PARTY CAKES INC	25294 GREENFIELD RD	\$150.00	BAKERY
A HUSTLE FREE ZONE	25900 GREENFIELD RD # 370	\$150.00	OFFICE
DRIVE-ABLE LLC	25900 GREENFIELD RD # 505	\$150.00	TRANSPORTATION
NERD OUT LLC	8106 W NINE MILE RD	\$150.00	RETAIL
LASKLYFE SUPPLIES	8530 W NINE MILE RD D	\$225.00	LASH EXTENTIONS
BODY LOUNGE LLC	8960 W NINE MILE RD	\$150.00	BODY SCULPTING
SUNRISE SMART START EARLY LEARNING CENTER LLC	10160 W NINE MILE RD	\$150.00	DAYCARE
BARBIE BEHAVIOR BOUTIQUE	10730 W NINE MILE RD	\$225.00	RETAIL
ART-RAGE-OUS TREATS LLC	12716 W NINE MILE RD	\$150.00	RETAIL
MOONLINK STUDIOS LLC	13320 NORTHEND AVE	\$150.00	PRODUCTION



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 7, 2023

SUBJECT: Lions Tailgate/Elevate Oak Park Special Event license for beer tent and waiver of fees

DEPARTMENT: Corridor Improvement Authority

SUMMARY: The Corridor Improvement Authority is hosting its second Tailgate event in the Water Tower Social District. This year's event will host the Lions Opener against Kansas City and help to promote the Elevate Oak Park Campaign in the process. Both breweries in Oak Park will brew a special Elevate Oak Park Beer and have celebrity servers the night of the event. The breweries will donate a portion of that beers sales that evening and all tips from celebrity servers will go toward improvements to our Parks.

Businesses within the social district will also be hosting special activities, menus and more. The event will kick off at 6 p.m. We have submitted a special event license to allow the event to be in the Social District and all expenses are paid through the Corridor Improvement Authority.

FINANCIAL STATEMENT: Funds are available in account 251-00.000-801.018

RECOMMENDED ACTION: Request that city council approve the special event and waive the charges for city services from DPW and Public Safety.

APPROVALS:

City Manager: _____ET_____

Director: _____KM_____

Finance Director: _____SC_____

EXHIBITS: Event map location



**CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE**

Today's Date: July 25, 2023

Applicant Information

Applicant/Business Name: City of Oak Park CIA

Applicant/Business Address: 14300 Oak Park Blvd.

Phone number: 248-691-7404 E-Mail Address: kmarrone@oakparkmi.gov

Relation of applicant to business: _____

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

Owner Information

Owner or manager of site: City of Oak Park Phone: 248-691-7404

Names and addresses of partners or officers of corporation:

n/a

Event Information

Proposed date(s) of event: September 7, 2023 Has this event been held previously? ☐ Yes ☒ No

Address or location of event: 11 Mile Municipal Parking Lots

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: Hosting the Lions Game Opening Day in the Oak Park Water Tower Social District with support from Local Businesses. We will have an LED Screen in parking lot to show the game. The Breweries will have celebrity server night with tips and proceeds from one beer toward Elevate Oak Park.

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

If yes, please describe how so: We welcome all residents and visitors to attend and participate

Estimated number of people attending event? 150 Hours of Event: 6 p.m. to 11 p.m.

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:

Possibly dependant on weather forecast

Will the event have banners displayed? ☒ Yes ☐ No, if so, please provide the number of signs and dimension(s): 1 or 2 banners approx. 4x6

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.



Applicant's Signature

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

CIA Board

Opening Day Gathering

DATE: September 7, 2023 Hours – 6:00 PM – 11:00 PM

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
MUNICIPAL SERVICES <i>Dan Fairless</i>	N/A	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety to keep periodic checks as part of normal patrols	NA	NA
RECREATION <i>Laurie Stasiak</i>	Recreation staff where needed	N/A	N/A
DPW <i>Dave DeCoster</i>	Delivery and pick up of barricades	N/A	N/A
ADDITIONAL <i>Administration</i>			Waiver requested



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 7, 2023

SUBJECT: Oktoberfest Special Event license for beer tent, special event liquor license and waiver of fees

DEPARTMENT: Corridor Improvement Authority

SUMMARY: The Corridor Improvement Authority is hosting its first Oktoberfest event in the Water Tower Social District. The event will have Oktoberfest games, activities and contests along with a German band in the morning followed with a DJ in the evening. The event will start at 2 p.m. and will run till 10 p.m. The event will have a special event liquor license to serve beer and wine under the tent with local restaurants or food truck serving food. The event will be contained to an approximate 70 x 100 foot area of the social district parking lot.

Businesses within the social district will also be hosting special activities, menus and more. We have submitted a special event license to allow the event to be in the Social District and a request approval of applying for a special event liquor license. All expenses are paid through the Corridor Improvement Authority.

FINANCIAL STATEMENT: Funds are available in account 251-00.000-801.018

RECOMMENDED ACTION: Request that city council approve the beer tent and special event liquor license and waive the charges for city services from DPW and Public Safety.

APPROVALS:

City Manager: _____ET_____

Director: _____KM_____

Finance Director: _____SC_____

EXHIBITS: Event map location



**CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE**

Today's Date: July 25, 2023

Applicant Information

Applicant/Business Name: City of Oak Park CIA

Applicant/Business Address: 14300 Oak Park Blvd.

Phone number: 248-691-7404 E-Mail Address: kmarrone@oakparkmi.gov

Relation of applicant to business: _____

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

Owner Information

Owner or manager of site: City of Oak Park Phone: 248-691-7404

Names and addresses of partners or officers of corporation:
n/a

Event Information

Proposed date(s) of event: September 23, 2023 Has this event been held previously? ☐ Yes ☒ No

Address or location of event: 11 Mile Municipal Parking Lots

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: Hosting our first Oktoberfest in the Water Tower Social District. We will need some barricades from DPW and anticipate about 200 people to attend. We will have games and music. We also plan to apply for a special event liquor license to serve alcohol from our local breweries.

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

If yes, please describe how so: We welcome all residents and visitors to attend and participate

Estimated number of people attending event? 200 Hours of Event: 2 p.m. to 11 p.m.

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:
We plan to either have local restaurants setup booths to serve food or have food trucks

Will the food be prepackaged or prepared on site: If a food truck prepared on site and restaurants will prepare at their facility

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:

Yes we plan to have a 40 x 40 or 40 x 30 tent

Will the event have banners displayed? ☒ Yes ☐ No, if so, please provide the number of signs and dimension(s): 1 or 2 banners approx. 4x6

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.



Applicant's Signature

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

CIA Board
Oktoberfest

11 Mile Municipal Parking Lots

DATE: September 23, 2023 Hours – 2:00 PM – 11:00 PM

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
MUNICIPAL SERVICES Dan Fairless	Electrical cords cannot create trip hazards. Signs/banners cannot create clear vision obstructions for vehicular traffic.	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety to conduct periodic checks during the course of the event.	35 mins	NA
RECREATION <i>Laurie Stasiak</i>	Staffing if needed		
DPW <i>Dave DeCoster</i>	Drop off / Pick up barricades	N/A	N/A
ADDITIONAL <i>Administration</i>	Beer and wine special license requested		App fee waiver requested



Special License Application

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 1 - Applicant Organization Information

Applicant organization name: City of Oak Park		
Applicant address: 14000 Oak Park Blvd.		
City: Oak Park		Zip Code: 48237
Contact name: Kimberly Marrone	Phone: 248-691-7404	Email: kmarrone@oakparkmi.gov
Alternate contact name: ErikTungate	Phone: 248-691-7406	Email: etungate@oakparkmi.gov
1. Has the applicant organization previously received a Special License? ☒ Yes ☐ No <i>Michigan organizations must provide current articles of incorporation filed with Michigan Corporations Division. Out-of-state organizations must provide: (a) current articles of incorporation from state of issuance; (b) current certificate of good standing from state of incorporation; and (c) current Certificate of Authority to Transact Business in Michigan issued by the Michigan Corporations Division.</i>		Leave Blank - MLCC Use Only
2. Has the applicant organization been established for one (1) year or longer? ☒ Yes ☐ No Date the applicant organization was established (month/day/year): June 1945		
3. Is the applicant organization a municipality? ☒ Yes ☐ No		

Part 2 - Event Information - For requests at more than one location, submit separate forms for each location.

Address of event location: 14710 11 Mile Road, Oak Park MI - Municipal Parking lots	
City, township, or village where event will be held: Oak Park	County: Oakland
1. Will you submit your completed application at least ten (10) business days before your event? <i>It is strongly recommended that you submit the application as soon as you know the date of your event(s).</i> ☒ Yes ☐ No	
2. Do you have permission from the property owner of the location listed above to hold your event(s) on the date(s) listed below (see pages 2-3) at this location? ☒ Yes ☐ No	
3. Has the local law enforcement agency with primary jurisdiction over the event location approved this application for a Special License? (See Part 5 on Page 5) ☒ Yes ☐ No	
4. Is the event location within 500 feet of a church or school? If Yes, the church or school must consent to the event(s). (See Part 6 on Page 5) ☐ Yes ☒ No	
5. Is the event location outdoors or partially outdoors? ☒ Yes ☐ No If Yes, list the exact dimensions of the outdoor area: Submit a clear diagram of the outdoor service area with your application form. 70 feet X 100 feet = square feet Width Length Describe type and height of the barrier that will be used to enclose the outdoor area: 4 foot high temporary snow fencing and metal barriers	
6. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons:	

7. Is the event location situated in or on state owned land, such as a state park or National Guard armory? ☐ Yes ☒ No
If Yes, attach a copy of your documentary proof of approval to use the state owned land.

8. Is there an existing liquor licensee issued at the event location, such as a Class C or Club license? ☐ Yes ☒ No
If Yes, the existing licensee must request to place its license in escrow during the event(s). (See Part 7 on Page 5)

9. Will the event(s) involve an auction of donated wine? ☐ Yes ☒ No
If Yes, please check "Wine Auction" for the applicable event date(s) on pages 2-3. Only donated wine may be auctioned under a Special License; beer and spirits cannot be auctioned. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

10. Will marijuana be sold and consumed under a Temporary Marihuana Event License issued by the Cannabis Regulatory Agency (CRA) within the proposed event area where alcoholic liquor will be sold and consumed? ☐ Yes ☒ No

11. Is the event location within the commons area of a Social District? ☒ Yes ☐ No
If Yes, you must obtain written documentation from the local governmental unit, including a clear diagram, that delineates the part of the commons area of the Social District to be used exclusively for your event and the part to be used exclusively by the Social District permittees during the time period for your event pursuant to [MCL 436.1551\(3\)](#). Submit the documentation and the diagram with this application.

12. The applicant organization may request up to twelve (12) Special Licenses total (one Special License per day) in a calendar year. Please complete the information below **for each individual date** for which you are requesting a Special License at this location. **If you are requesting Special Licenses for consecutive days, completely fill out a separate box for each date. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

1	eptember 23, 202		Describe event being held: Oktoberfest			
	Date					
	2 p.m.	10 p.m.	Special License will be used for: ☒ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☒ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

2			Describe event being held:			
	Date					
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

3			Describe event being held:			
	Date					
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

4			Describe event being held:			
	Date					
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

5			Describe event being held:			
	Date					
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

6			Describe event being held:			
	Date					
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

12. Special license date information Continued from Page 2.

7			Describe event being held:			
	Date					
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

8			Describe event being held:			
	Date					
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

LCC-110 (01-23)

9			Describe event being held:			
	Date					
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

10			Describe event being held:			
	Date					
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

11			Describe event being held:			
	Date					
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

12			Describe event being held:			
	Date					
			Special License will be used for: ☐ Beer & Wine Service ☐ Beer, Wine, & Spirit Service ☐ Wine Auction			
	Start Time	End Time	Is this date a Sunday? ☐ Yes ☐ No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? ☐ Yes ☐ No			

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 3 - Special License Fees - Complete the Special License fee calculation on Page 4

For Organizations established less than one year or are municipalities - a \$50.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$7.50 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

For Organizations established one year or more - a \$25.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$3.75 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

The fees must be paid by check, bank or postal money order, or by credit card, using the attached Credit Card Authorization Form (LCC-300). Checks and money orders should be made payable to **State of Michigan**.

Part 3 Continued - Special License Fees Calculation

Special License Base Fee: <i>(per Special License requested)</i>		If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses. Make checks payable to: State of Michigan	<i>Leave Blank - MLCC Use Only</i>
x Number of Special Licenses:			
= Special License Fees: <i>MLCC Fee Code: 4008</i>			
+ Sunday Sales Permit (P.M.) Fees: <i>MLCC Fee Code: 4032</i>			
+ Sunday Sales Permit (A.M.) Fee: <i>MLCC Fee Code: 4033</i>			
= TOTAL FEES DUE:			

Part 4 - Signatures of Applicant Organization's Officers, Witnesses, and Notary

Pursuant to administrative rule R 436.575, the president and secretary of the organization making application shall sign the application and the signatures shall be notarized. Political candidates only need to sign the president section and have it notarized.

By signing below the applicant organization's officers attest that:

We certify that all profits from the sale of beer, wine and/or spirits or from a wine auction will go to the applicant organization and not to any individual. We further certify that any license issued by the Michigan Liquor Control Commission is a contract subject to suspension or revocation by the Commission, that there shall be no liability on the part of the State of Michigan, the Commission, or any of its officers or employees by reason of such suspension or revocation, and that the granting of the license does not create a vested right.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

We certify that the information contained in this form is true and accurate to the best of our knowledge and belief. We agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. We also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Print Name and <u>Phone Number</u> of President	Signature of President	Date
Print Name of Notary	Signature of Notary	Date
Notary Public, State of Michigan, County of	Acting in the County of	
My commission expires		

Print Name and <u>Phone Number</u> of Secretary	Signature of Secretary	Date
Print Name of Notary	Signature of Notary	Date
Notary Public, State of Michigan, County of	Acting in the County of	
My commission expires		

Part 5 - Local Law Enforcement Approval*

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

Name of law enforcement agency: Oak Park Public Safety	
Name & title of reviewing officer: Steve Cooper	
Phone number of officer: 248-691-7501	Email of officer: scooper@oakparkmi.gov
If event will be held on a Sunday, is the sale of alcohol from 7:00am to 12:00 Noon on Sunday allowed in this local governmental unit? ☐ Yes ☐ No	
If the event will be held on a Sunday, is the sale of alcohol after 12:00 Noon on Sunday allowed in this local governmental unit? ☐ Yes ☐ No	
I certify that I have reviewed the application of the applicant organization for a Special License and approve the issuance of a Special License by the Michigan Liquor Control Commission at the proposed event location.	
Signature of Reviewing Officer Date	

Part 6 - Church/School Consent (If Applicable)*

If the event location is located within 500 feet of a church or school, the applicant organization must obtain the consent of the church or school. A church or school within 500 feet of the event location may object based on such the sale of alcohol at the location adversely affecting the church or school's operations. If a proper objection is filed, the Commission shall hold a hearing to determine whether the granting of the application will adversely affect the operation of the church or school.

Name of church or school:	
Address of church or school:	
City:	Zip Code:
Phone number:	Email:
Name of clergy member or superintendent:	
I, the authorized representative of the above named church or school, state that the church or school has no objection to the issuance of a Special License to the applicant organization at its proposed event location.	
Signature of Clergy Member or Superintendent Date	

****Please note: the Commission has the sole and only right to approve or deny this request for a Special License.***

Part 7 - Existing On-Premises Licensee Escrow Request (If Applicable)

If the event location is currently licensed with an on-premises license, the licensee must request that its license be placed into escrow for the date(s) and time(s) of the Special Licenses issued for use at the event location requested on this application. If the existing license would prefer to temporarily drop space from its licensed premises, it must submit a letter to the Commission requesting to drop space temporarily from its licensed premises during the event date(s) and time(s), accompanied by a diagram showing the area where the license will temporarily drop space from its licensed premises to accommodate the applicant organization.

Name of licensee:	Business ID Number:
Type of license held at this location (e.g. Class C, Club, Tavern, etc.):	
Phone number:	Email:
Name of authorized signer for licensee:	
I, the authorized signer, for the above named on-premises licensee, request that the licensee's licenses at this location be placed into escrow during the date(s) and time(s) specified for the Special Licenses issued for use at this location.	
Signature of Authorized Signer for Licensee Date	



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Mailing Address: P.O. Box 30005, Lansing, MI 48909
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License

(Required under Administrative Rule R 436.576 - Not Required for Candidate Committee)

At a ☒ Regular ☐ Special meeting of the ☐ Membership ☒ Board of Directors

called to order by Mayor McClellan on August 7, 2023 at 7:00 p.m.
(Date) (Time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from City of Oak Park
(Name of Organization)

for a Special License to serve alcohol on September 23, 2023
(Event Date or Dates)

to be located at Municipal Parking Lots located at 14710 11 Mile Rd., Oak Park MI 48237
(Physical Address - Include Location Name, Street Address, City, State, & Zip Code)

It is the consensus of this body that the application be _____ for issuance.
(Recommended or Not Recommended)

Approval Vote Tally

Yeas: _____

Nays: _____

Absent: _____

Certification by Authorized Officer of Organization:

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the

☐ Membership ☐ Board of Directors at a ☐ Regular ☐ Special meeting held on _____
(Date)

Print Name & Title of Authorized Officer

Signature of Authorized Officer

Date



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Mailing Address: P.O. Box 30005, Lansing, MI 48909
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Wine Auction Special License Wine Donation Record

List the name and address of each person that has donated wine to the applicant organization for the wine auction and list the brand(s) and quantity donated. The applicant organization shall not accept donations of wine from a business licensed by the Michigan Liquor Control Commission. An authorized officer of the applicant organization must sign this donation record form.

Applicant organization:			Wine auction date:
Donor Name	Donor Address	Wine Brand(s) Donated	Quantity Donated

Signature of Authorized Officer

I hereby certify that all persons listed above have donated wine to the applicant organization listed above for this wine auction, to be conducted pursuant to the Michigan Liquor Control Code, MCL 436.1527. The persons listed above have donated wine to the applicant organization as individuals and not for or on behalf of any retail or nonretail business licensed by the Michigan Liquor Control Commission.

Print Name of Authorized Officer Signature of Authorized Officer Date



Michigan Department of Licensing and Regulatory Affairs
Finance and Administrative Services
Revenue Services

LARA Revenue Services **is not** a part of
the Michigan Liquor Control
Commission (see note below).

Credit Card Authorization Form

**** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 ****

**** DO NOT EMAIL OR MAIL THIS FORM ****

Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.

****IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED****

Name on Card: _____

Payment Amount: _____

Billing Address: _____

Card Number: _____

City: _____ State: _____ Zip Code: _____

Check One:

Phone: _____

☐ MasterCard

☐ Visa

☐ Discover

Email: _____

Security Code/CVV Code: _____

Applicant/Licensee Name: _____ Request or Business ID #: _____

Expiration Date: _____

Payment is for: _____

Signature _____

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.

Credit Card Payment Itemization:

Fee Type	Fee Amount	MLCC Fee Code
☐ Inspection Fee(s):	_____	4036
☐ Special License Fee(s):	_____	4008
☐ Temporary Authorization Fee:	_____	4037
☐ License Renewal Fee(s):	_____	4004
☐ Manufacturer License(s):	_____	4038
☐ Wholesaler License(s):	_____	4085
☐ New Retailer License(s):	_____	4012
☐ Transfer Retailer License(s):	_____	4034
☐ Conditional License	_____	4012
☐ New Add Bar ☐ Transfer Add Bar:	_____	4012/4034
☐ Sunday Sales Permit (AM):	_____	4033
☐ Sunday Sales Permit (PM):	_____	4032
☐ Catering Permit:	_____	4031

LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.

**CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE**

10C

Today's Date: 07/01/23

Applicant Information

Applicant/Business Name: Dog and Pony Show Brewing

Applicant/Business Address: 14661 W 11 Mile Rd Ste #200

Phone number: 2488508910

E-Mail Address: kyle.gierada@gmail.com

Relation of applicant to business: Owner

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

Owner Information

Owner or manager of site: Kyle Gierada

Phone: 2488508910

Names and addresses of partners or officers of corporation:

N/A

Event Information

Proposed date(s) of event: Thursday August 10th, 2023 Has this event been held previously? ☐ Yes ☒ No

Address or location of event: 14661 W 11 Mile Rd Ste #200 Oak Park, MI

Is this a City owned park? Yes (city parking lot)

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: Detroit City Football Club fundraiser evening.

Celebration of soccer in Detroit and more importantly youth soccer. The parking lot will have activities for families and is open to the public.

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

If yes, please describe how so: _____

Estimated number of people attending event? 500 Hours of Event: 5pm to 9pm

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 : NA

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:
Beer will be sold from the taproom during the event and consumed only inside the designated area.

Will the food be prepackaged or prepared on site: Food truck will be at the event

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: NA

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:

Pop up tents for shade/weather protection will be setup in the parking lot

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.



Applicant's Signature

State of Michigan

ss

County of _____

Subscribed and sworn to before me, a Notary Public this _____ day of _____ 20____, by

_____.

My Commission expires: _____
Notary Public



CITY OF OAK PARK

OFFICE OF THE CITY CLERK

NAME _____

DATE: _____

ADDRESS _____

(Highlight fee to be charged)

CITY OF OAK PARK
14000 OAK PARK BLVD
OAK PARK, MI 48237
WWW.OAKPARKMI.GOV

Received From:
DOG AND PONY SHOW BREWING, LLC
Date: 07/17/2023 Time: 10:38:20 AM
Posting Date: 07/17/2023
Receipt: 571042
Cashier: AHOWARD

ITEM REFERENCE	AMOUNT
BUSI Special Business Lic/Permits	
Special Business Lic/Permits	\$100.00
TOTAL	\$100.00
CHECK 2070	\$100.00
Total Tendered:	\$100.00
Change:	\$0.00



CITY OF OAK PARK

OFFICE OF THE CITY CLERK

NAME: _____

DATE: _____

ADDRESS: _____

(Highlight fee to be charged)

Day Care Registration	\$ 25.00
FOIA Request	\$ _____
Garage Sale Permit	\$ 10.00
Handbill - 1 day	\$ 10.00
Handbill - 1 week	\$ 25.00
Handbill - 3 months	\$ 50.00
Handbill - 1 year	\$ 100.00
Handbill - name change	\$ 10.00
Mechanical Amusement Distributor License	\$ 250.00
Mechanical Amusement Device License	
1 Machine	\$ 250.00
2 machines - \$200 per machine	\$ 400.00
3-4 machines - \$175.00 per machine	\$ _____
5-6 machines - \$150.00 per machine	\$ _____
7-10 machines - \$125.00 per machine	\$ _____
Notary Fee	\$ 5.00
Pawnbroker License	\$ 400.00
Precious Metals License	\$ 50.00
Sidewalk Sale	\$ 10.00
Spice Event Fee	\$ 100.00
Liquor License -	
New On-Premises Consumption or transfer of owner	\$ 500.00
Adding additional owners (Per Owner)	\$ 200.00
Background Check (Per applicant)	\$ 75.00
Annual Renewal	\$ 250.00
Vendor License - Food	\$ 50.00
Vendor License Lawn Care / Snow Removal	\$ 50.00
Water List	\$ _____
Other: _____	\$ _____

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Dog and Pony Show Brewing
Detroit City Football Club Fundraiser
DATE: August 10, 2023 Hours – 5:00 PM – 11:00 PM

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
MUNICIPAL SERVICES Dan Fairless	Notification of Intent to Operate a Special Transitory Food Unit (STFU) (michiganfoodsafety.com) Proposed food truck must provide proof of license and notification of intent to operate at subject location.	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety to conduct periodic checks as part of normal patrol activity	30 mins	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Dave DeCoster</i>	Drop off / Pick Up Barricades	N/A	N/A
ADDITIONAL <i>Administration</i>			\$100 fee paid

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** August 7, 2023**SUBJECT:** Report on bids for the 2023-2024 Miscellaneous Concrete Project, M-754.**DEPARTMENT:** Municipal Services – Engineering *KMG*

SUMMARY: On June 5, 2023, City Council authorized the 2023-2024 Miscellaneous Concrete to be posted for bidding. The project was advertised and fifty one (51) contractors viewed the documents. On August 1, 2023, four (4) bids were received and opened. The low bidder, Mattioli Cement Co. of Fenton, MI submitted a bid of \$949,943.50 for the miscellaneous concrete project. This project will replace deteriorated concrete patches throughout the City.

FINANCIAL STATEMENT: There is funding available in the Local Street Fund 203-18-479-970 and Water and Sewer Fund 592-18-538-970 for these expenditures.

RECOMMENDED ACTION: It is recommended City Council award the regular bid from Mattioli Cement Co. LLC for the 2023-2024 Miscellaneous Concrete Contract, M-754 for a total amount of \$949,943.50 be approved. Funding is available in the Major and Local Street Funds and Water and Sewer Fund.

APPROVALS:

City Manager: _____ET_____

Department Director: _____KM_____

Finance Director: _____SC_____

Budgeted ☐**EXHIBITS:** Bid Tab, Area Map

BID TABULATION

2023-2024 MISCELLANEOUS CONCRETE PROJECT M-754 BID OPENING DATE: TUESDAY, AUGUST 1, 2023				MATTIOLI CEMENT CO. 6085 MCGUIRE ROAD FENTON, MI 48430		GREAT LAKES CONTRACTING 2300 EDINBURGH WATERFORD, MI 48328		AUDIA CONSTRUCTION 2985 CHILDS LAKE ROAD MILFORD, MI 48381		ITALIA CONSTRUCTION 57151 DEER CREEK CT. WASHINGTON, MI 48094	
Item Number	Item Description	Quantity	Unit	Price	Amount	Price	Amount	Price	Amount	Price	Amount
1	Remove Concrete Pavement, Modified SP	11,300.00	SYD	\$11.71	\$132,323.00	\$14.00	\$158,200.00	\$28.00	\$316,400.00	\$9.00	\$101,700.00
2	Concrete Pavement with Integral Curb 9" Concrete, Modified SP	5,600.00	SYD	\$60.00	\$336,000.00	\$76.25	\$427,000.00	\$66.00	\$369,600.00	\$89.00	\$498,400.00
3	Concrete Pavement with Integral Curb 9" Concrete, Modified SP (Patches over 4,500 SFT)	5,000.00	SYD	\$60.00	\$300,000.00	\$68.00	\$340,000.00	\$64.00	\$320,000.00	\$89.00	\$445,000.00
4	Removal Coolidge Concrete Pavement, Modified SP	100.00	SYD	\$20.00	\$2,000.00	\$14.00	\$1,400.00	\$32.00	\$3,200.00	\$93.00	\$9,300.00
5	Coolidge Concrete Pavement with Integral Curb 9" Concrete, Modified SP	100.00	SYD	\$60.00	\$6,000.00	\$76.25	\$7,625.00	\$67.00	\$6,700.00	\$93.00	\$9,300.00
6	Sidewalk Concrete Non Reinforced 4" Concrete Sidewalk Modified	500.00	SFT	\$6.00	\$3,000.00	\$7.25	\$3,625.00	\$12.00	\$6,000.00	\$9.00	\$4,500.00
7	Sidewalk Concrete Non Reinforced 4" Concrete Sidewalk Mod. (Rothstein Park)	5,500.00	SFT	\$7.50	\$41,250.00	\$6.75	\$37,125.00	\$12.00	\$66,000.00	\$9.00	\$49,500.00
8	Sidewalk Concrete Non Reinforced 6" Sidewalk/Drive Approach Modified	500.00	SFT	\$6.50	\$3,250.00	\$8.50	\$4,250.00	\$13.00	\$6,500.00	\$10.00	\$5,000.00
9	Concrete Pavement 24" Curb & Gutter Section Non Reinf. 9" Conc Modified	50.00	LFT	\$36.00	\$1,800.00	\$35.00	\$1,750.00	\$48.00	\$2,400.00	\$63.00	\$3,150.00
10	Aggregate Base under 9" Conc. (3" 21AA Cr. Limestone)	10,700.00	SYD	\$6.44	\$68,908.00	\$9.10	\$97,370.00	\$19.00	\$203,300.00	\$29.00	\$310,300.00
11	Aggregate Base under 4" & 6" & 9" Conc. (6" 21AA Cr. Limestone)	100.00	SYD	\$9.00	\$900.00	\$16.50	\$1,650.00	\$29.00	\$2,900.00	\$29.00	\$2,900.00
12	Adjusting Drainage Structures	25.00	EACH	\$225.00	\$5,625.00	\$550.00	\$13,750.00	\$670.00	\$16,750.00	\$400.00	\$10,000.00
13	Cast In Place Detectable/ Tactile Warning Surface Modified	100.00	SFT	\$26.00	\$2,600.00	\$30.00	\$3,000.00	\$150.00	\$15,000.00	\$40.00	\$4,000.00
14	Cast Iron Detectable Warning Device	50.00	SFT	\$61.75	\$3,087.50	\$55.00	\$2,750.00	\$170.00	\$8,500.00	\$40.00	\$2,000.00
15	Sanitary Manhole 1040A Frame And Cover	5.00	EACH	\$880.00	\$4,400.00	\$750.00	\$3,750.00	\$820.00	\$4,100.00	\$1,500.00	\$7,500.00
16	Catch Basin 5080M3 6 Hole Frame And Cover	5.00	EACH	\$880.00	\$4,400.00	\$650.00	\$3,250.00	\$820.00	\$4,100.00	\$2,000.00	\$10,000.00
17	Minor Traffic Devices Modified (5% Max)	1.00	LSUM	\$13,000.00	\$13,000.00	\$50,000.00	\$50,000.00	\$69,100.00	\$69,100.00	\$65,000.00	\$65,000.00
18	Coolidge Minor Traffic Devices Modified (5% Max)	1.00	LSUM	\$1,000.00	\$1,000.00	\$460.00	\$460.00	\$20,000.00	\$20,000.00	\$23,000.00	\$23,000.00
19	Project Clean Up Modified (5% Max)	1.00	LSUM	\$6,000.00	\$6,000.00	\$45,000.00	\$45,000.00	\$50,000.00	\$50,000.00	\$33,000.00	\$33,000.00
20	Inspection Crew Days	\$320.00	DAY	45	\$14,400.00	70	\$22,400.00	30	\$9,600.00	20	\$6,400.00
				\$949,943.50		\$1,224,355.00		\$1,500,150.00 *		\$1,599,950.00	

*CORRECTED BY ENGINEER

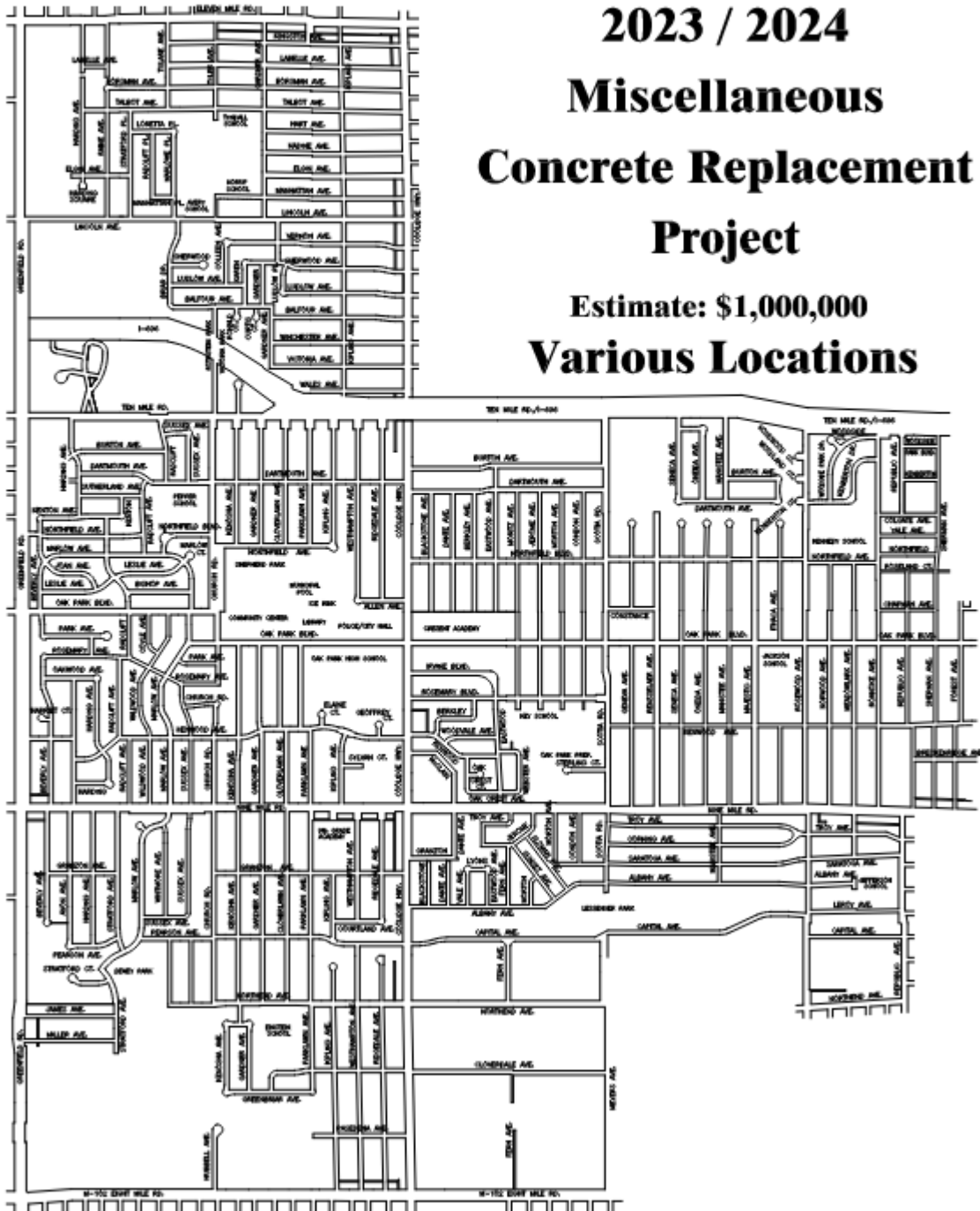
City of Oak Park

2023 / 2024

Miscellaneous Concrete Replacement Project

Estimate: \$1,000,000

Various Locations



[Proposed 7-17-23]

**CITY OF OAK PARK
RESOLUTION REGARDING SECOND READING OF PROPOSED
AMENDMENTS TO SECTIONS 22-126 through 22-129 OF CHAPTER 22, ARTICLE V, OF THE
CODE OF ORDINANCES**

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 Monday, July 17, 2023 at 7:00 pm.

Present:

Absent:

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

WHEREAS, the City of Oak Park desires to amend sections 22-126 through 22-129 of Chapter 22 of the Code of Ordinances to add criteria for the operation of mobile food vending and mobile food vending units within the City of Oak Park regulating the locations, hours of operating, and requiring all such establishments to hold a Special Transitory Food Unit License from a local health department.

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

1. The first reading of the proposed amendments to Sections 22-126 through 22-129 are hereby approved in substantially the form attached hereto.

Roll Call Vote: Yes,
 No,
 Absent,

RESOLUTION DECLARED ADOPTED

Edwin T. Norris, City Clerk

**CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 22, ARTICLE V, FOOD SERVICE ESTABLISHMENTS, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTIONS 22-126, 22-127, 22-128, AND 22-129 THEREOF

THE CITY OF OAK PARK, MICHIGAN ORDAINS:

SECTION 1. Chapter 22, Businesses, Article V. Food Service Establishments, Sections 22-126 through 22-129, of the Code of Ordinances of the City of Oak Park is hereby amended to read as follows:

Article V. Food Service Establishments

Sec. 22-126. License required.

As used in this article:

Mobile Food Vending shall mean vending, serving, or offering for sale, food, beverages, and/or Related merchandise from a Mobile Food Vending Unit which meets the definition of a food service establishment under Public Act 92 of 2000, which may include the ancillary sales of branded items consistent with the food, such as tee shirts that bears the name of the organization engaged in Mobile Food Vending, or other, similar merchandise.

Mobile Food Vending Unit shall mean any motorized or non-motorized car, ~~cart~~, ~~stand~~, trailer, vehicle, or other device designed to be portable and not permanently attached to the ground from which food, beverages, and/or related merchandise is vended, served, or offered for sale.

Operate shall mean all activities associated with the conduct of business, including set up and take down as well as actual hours where the mobile vending unit is open for business.

Special Event shall mean any event operated on City property or the public rights-of-way, pursuant to an authorizing resolution of the City Council.

No person shall operate a food service establishment, mobile food vending or mobile food vending unit, temporary food service establishment, or food market in the city without first having obtained a license as issued in accordance with article II of this chapter. Such license shall not be issued-unless the applicant has complied with all the requirements of this article. The license shall be posted in full public view in the premises at all times. The operator must prominently post the business name on the exterior of the stand. The vendor shall follow all local, state and federal laws, rules and regulations in their operation of the mobile vending unit. A license obtained under this Article shall not relieve the operator of the responsibility of obtaining any other license or authorization required by other ordinance, statute or administrative rule, including, but not limited to, the Notification of Intent to Operate with Oakland County.

Sec. 22-127. Mobile Food Vending and Mobile Food Vending units.

a) License Categories.

Individual – This license category is for one vendor operating one (1) Mobile Food Vending Unit.

Event/Festival – This license category is for a Special Event that will have multiple Mobile Food Vending Units on site for a designated time frame in association with an approved Special Event in the City of Oak Park.

b) Locations.

1. Appropriate locations for mobile food vending units shall be limited to the areas as stated in a Resolution of Council or private property with a written agreement signed by the property owner. The use of other public areas, including on-street parking, is prohibited without written permission from the City without exception.
2. Mobile food vending units may not be parked and shall not operate within 200 feet (measured to property boundary) of any restaurant when such a restaurant is open to the public for business, unless written permission has been acquired from all restaurants within the radius. This does not apply to mobile food vending units approved through the site plan process.
3. Mobile food vending units are not permitted within 1,000 feet (measured to property boundary) of any fair, festival, special event, or civic event, or other event with City approved special event status unless written permission from the event coordinator is obtained.
4. The issuance of a mobile food vending unit license does not grant or entitle the vendor to the exclusive use of any service route or space.
5. Events, parties, or other activities on private property that require catering or a food truck on site are exempted from this requirement as long as food is not served to the general public and is limited to the event on private property.

c) Hours of Operation.

1. Mobile food vending units shall be permitted to operate on public property between 9:00 a.m. and 9:00 p.m. If additional hours are requested they must be specifically authorized by the City as part of an event or festival. Mobile food vending units may only operate within residential zoned areas between the hours of 9:00 a.m. and 9:00 p.m. and in commercially zoned areas between the hours of 7:00 a.m. and 11:00 p.m.
2. A mobile food vending unit shall not be parked overnight on public property, or left unattended and unsecured at any time food is in the vehicle. Any mobile food vehicle unit found to be unattended shall be considered a public safety hazard and may be ticketed and impounded. Mobile food vending units parked on public property as part of a City approved Special Event or Festival are allowed to park overnight with permission from the Event/Festival organizer.
3. Mobile food vending units shall be licensed to operate on private property during the hours of operation of the primary use business and shall not operate as an accessory use before or after the primary use business is open for business. The private property owner may dictate mobile vending operations less than their business hours

d) Regulations

-
1. No person shall operate a mobile unit within the city without first having secured a license from the city clerk that shall be prominently displayed for inspection. The Special Transitory Food Unit (STFU) license shall also be prominently displayed on any vehicle or stand subject to this Article.
 2. No license shall be issued without a Special Transitory Food Unit (STFU) license issued by a local health department. A copy of any special conditions attached to the licensure of a mobile unit, must be carried in the vehicle at all times. Such special conditions may include restrictions pertaining to types of food, food preparation routines, utensil cleaning and sanitizing procedures or any other procedures which are deemed conditional by the appropriate health agency.
 3. Since the commissary is considered to be an essential part of the mobile unit's operation, approval of the commissary is required before a mobile unit will be licensed. All facilities and operations of commissaries must be in compliance with requirements for food service establishments.
 4. If a mobile unit is operating in a manner which demands additional safeguards to protect the public health, the appropriate health agency shall impose reasonable requirements as deemed necessary to fulfill the spirit of this article before license approval.
 5. Waste management. All mobile food business vendors shall offer a waste container for public use, which the vendor shall empty at its own expense. All trash and garbage originating from the operation of mobile food vehicles shall be collected and disposed of off-site by the operators each day. Spills of food or food by-products shall be cleaned up, and no dumping of gray water on the streets is allowed.
 6. No mobile food vending unit shall make or cause to be made any unreasonable or excessive noise. The operation of all mobile food vehicles shall meet the City noise ordinance, including generators. No loud music, other high-decibel sounds, horns, "crying out" or any other audible methods to gain attention are permitted.
 7. Signage is permitted when placed on mobile food units, so long as it does not extend above or beyond the mobile vending unit itself. One free-standing temporary sign of no more than six (6) square feet is permitted but the signage must be located entirely within 20 feet of the mobile vending unit. The vendor will secure permission from property owner prior to displaying sign. The vendor must otherwise follow the City's sign ordinance, including sandwich board signs.
 8. No flashing or blinking lights, or strobe lights, are allowed on mobile food vending units or related signage at any time. All exterior lights with over 60 watts shall contain opaque hood shields to direct the illumination downward.
 9. Awnings for mobile food vehicles shall have a minimum clearance of 7 feet between the ground level and the lowest point of the awning.
 10. Service window location. Food and beverage service shall be conducted from the side of the truck that faces a curb, lawn or sidewalk when parked. No food service shall be provided on the driving-lane side of the truck. No food shall be actively prepared, sold, or displayed outside of a mobile food business.
 11. Dining area. No mobile food business vendor shall provide or allow any dining area within 10 feet of the mobile food business, including but not limited to tables and chairs, booths, stools, benches or stand-up counters or within the public right-of-way, including but not limited to sidewalks.

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12. Any power required for the mobile food vending unit shall be self-contained, and a mobile food vending unit shall not use utilities drawn from the public right-of-way. Mobile food vending units on private property may use electrical power drawn from the property being occupied or an adjacent property, but only if the property owner provides written consent to do so. No power cable or equipment shall be extended at or across any City street, alley, or sidewalk.
 13. The vendor shall not represent the granting of a license under this article to be in any way an endorsement by the City.

Sec. 22-128. Revocation; Complaints; Appeals.

The City Manager, Director of Municipal Services or his/her designee shall revoke the license of any operator who ceases to meet any requirement of this Chapter or violates any other federal, state or local regulation, makes a false statement on their application or conducts activity in a manner that is adverse to the protection of the public health, safety and welfare. Immediately upon such revocation, the City Clerk shall provide written notice to the license holder by certified mail to their place of business or residence as indicated on the application. Immediately upon such revocation, the license shall become null and void.

If a written complaint is filed with the City Clerk alleging a food operator has violated the provisions of this chapter, the City Clerk shall promptly send a copy of the written complaint to the operator together with a notice that an investigation will be made as to the truth of the complaint. The operator shall be invited to respond to the complaint and present evidence and respond to evidence produced during the investigation. If the City Clerk, after reviewing all relevant material, finds the complaint is supported by a preponderance of the evidence, the City Clerk shall certify the complaint.

If a license is denied or revoked by the City Manager or Department of Municipal Services, the applicant or holder of a license may appeal and have a hearing before the City Manager. The City Manager shall make a written determination, after presentation by the applicant or licensee and the City Clerk as to whether or not the grounds for denial, revocation or complaint are valid. If the City Manager determines that such grounds are supported by a preponderance of the evidence, the action of the City Clerk or filing of the complaint shall be sustained. The applicant or licensee may then appeal the City Manager's decision to a court of competent jurisdiction.

Sec. 22-129. Civil Infraction.

An operator who violates this chapter is responsible for a civil infraction and subject to a fine of \$500.00 per day. Provided, however, that the fine for parking violations shall be those as outlined in Chapter 3 of these codified ordinances.

SECTION 2. Severability. No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park shall be affected by this ordinance, except as to the above section and in the event any portion, section or subsection of this ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this ordinance or of the Code of Ordinances of the City of Oak Park.

SECTION 3. Effective Date.

This Ordinance shall take effect ten (10) days from the date of its passage and shall be published as required by the Charter of the City of Oak Park.

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park on this 17th day of July, 2023.

T. EDWIN NORRIS, City Clerk

MARIAN MCCLELLAN, Mayor

I, **T.EDWIN NORRIS**, the duly authorized Clerk of the City of Oak Park, Michigan, do hereby certify that the foregoing Ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on July 17, 2023.

T. EDWIN NORRIS, City Clerk

ARTICLE V. FOOD SERVICE ESTABLISHMENTS

Sec. 22-126. License required.

As used in this article:

Mobile Food Vending shall mean vending, serving, or offering for sale, food, beverages, and/or Related merchandise from a Mobile Food Vending Unit which meets the definition of a food service establishment under Public Act 92 of 2000, which may include the ancillary sales of branded items consistent with the food, such as tee shirts that bears the name of the organization engaged in Mobile Food Vending, or other, similar merchandise.

Mobile Food Vending Unit shall mean any motorized or non-motorized car, ~~cart~~, ~~stand~~, trailer, vehicle, or other device designed to be portable and not permanently attached to the ground from which food, beverages, and/or related merchandise is vended, served, or offered for sale.

Operate shall mean all activities associated with the conduct of business, including set up and take down as well as actual hours where the mobile vending unit is open for business.

Special Event shall mean any event operated on City property or the public rights-of-way, pursuant to an authorizing resolution of the City Council.

No person shall operate a food service establishment, mobile food vending or mobile food vending unit, temporary food service establishment, or food market in the city without first having obtained a license as issued in accordance with article II of this chapter. Such license shall not be issued ~~without the certification of the health officer that~~ **unless** the applicant has complied with all the requirements of this article. The license shall be posted in full public view in the premises at all times. The operator must prominently post ~~his~~ **the business** name, ~~address and phone number~~ on the exterior of the stand. **The vendor shall follow all local, state and federal laws, rules and regulations in their operation of the mobile vending unit. A license obtained under this Article shall not relieve the operator of the responsibility of obtaining any other license or authorization required by other ordinance, statute or administrative rule, including, but not limited to, the Notification of Intent to Operate with Oakland County.**

Sec. 22-127. Mobile Food Vending and Mobile Food Vending units.

a) ~~License~~License Categories.

Individual – This license category is for one vendor operating one (1) Mobile Food Vending Unit.

Event/Festival – This license category is for a Special Event that will have multiple Mobile Food Vending Units on site for a designated time frame in association with an approved Special Event in the City of Oak Park.

b) Locations.

1. Appropriate locations for mobile food vending units shall be limited to the areas as stated in a Resolution of Council or private property with a written agreement signed by the property owner. The use of other public areas, including on-street parking, is prohibited without written permission from the City without exception.
2. Mobile food vending units may not be parked and shall not operate within 200 feet (measured to property boundary) of any restaurant when such a restaurant is open to the public for business, unless written permission has been acquired from all restaurants within the radius. This does not apply to mobile food vending units approved through the site plan process.
3. Mobile food vending units are not permitted within 1,000 feet (measured to property boundary) of any fair, festival, special event, or civic event, or other event with City approved special event status unless written permission from the event coordinator is obtained.
4. The issuance of a mobile food vending unit license does not grant or entitle the vendor to the exclusive use of any service route or space.
5. Events, parties, or other activities on private property that require catering or a food truck on site are exempted from this requirement as long as food is not served to the general public and is limited to the event on private property.

c) Hours of Operation.

1. Mobile food vending units shall be permitted to operate on public property between 9:00 a.m. and 9:00 p.m. If additional hours are requested they must be specifically authorized by the City as part of an event or festival. Mobile food vending units may only operate within residential zoned areas between the hours of 9:00 a.m. and 9:00 p.m. and in commercially zoned areas between the hours of 7:00 a.m. and 11:00 p.m.
2. A mobile food vending unit shall not be parked overnight on public property, or left unattended and unsecured at any time food is in the vehicle. Any mobile food vehicle unit found to be unattended shall be considered a public safety hazard and may be ticketed and impounded. Mobile food vending units parked on public property as part of a City approved Special Event or Festival are allowed to park overnight with permission from the Event/Festival organizer.
3. Mobile food vending units shall be licensed to operate on private property during the hours of operation of the primary use business and shall not operate as an accessory use before or after the primary use business is open for business. The private property owner may dictate mobile vending operations less than their business hours

d) Regulations

1. No person shall operate a mobile unit within the city without first having secured a license from the city clerk that shall be prominently displayed for inspection.. The Special Transitory Food Unit (STFU) license shall also be prominently displayed on any vehicle or stand subject to this Article.

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2. No license shall be issued without a Special Transitory Food Unit (STFU) license issued by a local health department. A copy of any special conditions attached to the licensure of a mobile unit, must be carried in the vehicle at all times. Such special conditions may include restrictions pertaining to types of food, food preparation routines, utensil cleaning and sanitizing procedures or any other procedures which are deemed conditional by the appropriate health agency.
 3. Since the commissary is considered to be an essential part of the mobile unit's operation, approval of the commissary is required before a mobile unit will be licensed. All facilities and operations of commissaries must be in compliance with requirements for food service establishments.
 4. If a mobile unit is operating in a manner which demands additional safeguards to protect the public health, the appropriate health agency shall impose reasonable requirements as deemed necessary to fulfill the spirit of this article before license approval.
 5. Waste management. All mobile food business vendors shall offer a waste container for public use, which the vendor shall empty at its own expense. All trash and garbage originating from the operation of mobile food vehicles shall be collected and disposed of off-site by the operators each day. Spills of food or food by-products shall be cleaned up, and no dumping of gray water on the streets is allowed.
 6. No mobile food vending unit shall make or cause to be made any unreasonable or excessive noise. The operation of all mobile food vehicles shall meet the City noise ordinance, including generators. No loud music, other high-decibel sounds, horns, "crying out" or any other audible methods to gain attention are permitted.
 7. Signage is permitted when placed on mobile food units, so long as it does not extend above or beyond the mobile vending unit itself. One free-standing temporary sign of no more than six (6) square feet is permitted but the signage must be located entirely within 20 feet of the mobile vending unit. The vendor will secure permission from property owner prior to displaying sign. The vendor must otherwise follow the City's sign ordinance, including sandwich board signs.
 8. No flashing or blinking lights, or strobe lights, are allowed on mobile food vending units or related signage at any time. All exterior lights with over 60 watts shall contain opaque hood shields to direct the illumination downward.
 9. Awnings for mobile food vehicles shall have a minimum clearance of 7 feet between the ground level and the lowest point of the awning.
 10. Service window location. Food and beverage service shall be conducted from the side of the truck that faces a curb, lawn or sidewalk when parked. No food service shall be provided on the driving-lane side of the truck. No food shall be actively prepared, sold, or displayed outside of a mobile food business.
 11. Dining area. No mobile food business vendor shall provide or allow any dining area within 10 feet of the mobile food business, including but not limited to tables and chairs, booths, stools, benches or stand-up counters or within the public right-of-way, including but not limited to sidewalks.
 12. Any power required for the mobile food vending unit shall be self-contained, and a mobile food vending unit shall not use utilities drawn from the public right-of-way.

Mobile food vending units on private property may use electrical power drawn from the property being occupied or an adjacent property, but only if the property owner provides written consent to do so. No power cable or equipment shall be extended at or across any City street, alley, or sidewalk.

13. The vendor shall not represent the granting of a license under this article to be in any way an endorsement by the City.

~~Sec. 22-128. Food vendor.~~

~~No person shall engage in the business known as food vendor without first having obtained a license therefor. No such license shall be issued except upon certification of the director of public safety. Every applicant for a food vendor's license shall furnish the city clerk two recent personal identification photographs of passport type and size, one of which shall be retained by the clerk and the other attached to, and made a part of the food vendor's license to the applicant. Food vendors must also comply with all the requirements of a Mobile Unit.~~

~~(Code 1973, § 19-4)~~

Sec. 22-128. Revocation; Complaints; Appeals. The City Manager, Director of Municipal Services or his/her designee shall revoke the license of any operator who ceases to meet any requirement of this Chapter or violates any other federal, state or local regulation, makes a false statement on their application or conducts activity in a manner that is adverse to the protection of the public health, safety and welfare. Immediately upon such revocation, the City Clerk shall provide written notice to the license holder by certified mail to their place of business or residence as indicated on the application. Immediately upon such revocation, the license shall become null and void.

If a written complaint is filed with the City Clerk alleging a food operator has violated the provisions of this chapter, the City Clerk shall promptly send a copy of the written complaint to the operator together with a notice that an investigation will be made as to the truth of the complaint. The operator shall be invited to respond to the complaint and present evidence and respond to evidence produced during the investigation. If the City Clerk, after reviewing all relevant material, finds the complaint is supported by a preponderance of the evidence, the City Clerk shall certify the complaint.

If a license is denied or revoked by the City Manager or Department of Municipal Services, the applicant or holder of a license may appeal and have a hearing before the City Manager. The City Manager shall make a written determination, after presentation by the applicant or licensee and the City Clerk as to whether or not the grounds for denial, revocation or complaint are valid. If the City Manager determines that such grounds are supported by a preponderance of the evidence, the action of the City Clerk or filing of the complaint shall be sustained. The applicant or licensee may then appeal the City Manager's decision to a court of competent jurisdiction.

Sec. 22-129. Civil Infraction.

An operator who violates this chapter is responsible for a civil infraction and subject to a fine of \$500.00 per day. Provided, however, that the fine for parking violations shall be those as outlined in Chapter 3 of these codified ordinances.

Sec. 22-130. Effective dates.

All licenses issued for food establishments shall take effect January 1 and expire the following December 31 of each year. All licenses and vehicle tags issued for mobile units and food vendors shall take effect May 1 and expire April 30 of the next year.

(Code 1973, § 19-6)

Secs. 22-131—22-150. Reserved.

[Proposed 8-7-23]

**CITY OF OAK PARK
RESOLUTION REGARDING FIRST READING OF PROPOSED
AMENDMENTS TO SECTIONS 82-161 through 82-169 OF CHAPTER 82, ARTICLE III,
DIVISION 3 OF THE CODE OF ORDINANCES**

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 Monday, August 7, 2023 at 7:00 pm.

Present:

Absent:

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

WHEREAS, the City of Oak Park desires to amend sections 82-161 through 82-169 of Chapter 82 of the Code of Ordinances to be entitled “Stormwater Board of Appeals” to provide an appeal process for any resident disagreeing with the interpretation or application of the rates and charges for stormwater.

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

1. The first reading of the proposed amendments to Sections 82-161 through 82-169 are hereby approved in substantially the form attached hereto.

Roll Call Vote: Yes,
 No,
 Absent,

RESOLUTION DECLARED ADOPTED

Edwin T. Norris, City Clerk

**CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN**

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND CHAPTER 82, ARTICLE III, DIVISION 3,
DOWNSPOUT BOARD OF APPEALS, OF THE CODE OF ORDINANCES OF THE
CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTIONS 82-161 THROUGH 82-
169 THEREOF**

THE CITY OF OAK PARK, MICHIGAN ORDAINS:

SECTION 1. Chapter 82, Utilities, Article III. Sewers, Division 3, Downspout Board of Appeals, Sections 82-161 through 82-169, of the Code of Ordinances of the City of Oak Park is hereby amended to read as follows:

DIVISION 3. - STORMWATER BOARD OF APPEALS

Sec. 82-161. - Created.

There is hereby created in and for the city a stormwater board of appeals.

Sec. 82-162. - Composition.

The stormwater board of appeals shall consist of the city manager, utility billing supervisor, deputy treasurer, the municipal services director, and finance director ,.

Sec. 82-163. - Chairman.

The City Manager shall be the chairman of the stormwater board of appeals.

Sec. 82-164. - Rules and regulations; records.

The stormwater board of appeals shall have the power to prescribe its own rules and regulations, and shall keep such records as will logically and clearly keep account of its findings. The stormwater board of appeals shall have the duty, responsibility and authority to hear and decide such appeals as are specifically referred to it by this ordinance.

Sec. 82-165. - Meetings.

The stormwater board of appeals shall meet in the city hall within 30 days from the date of any application made to it for relief under the provisions of this article.

Sec. 82-166. - Appeals authorized.

Any person owning or occupying any property disagreeing with the interpretation or application of the rates and charges for stormwater, may file written application on a form provided by the City with the stormwater board of appeals. Such application shall be under oath, shall be filed with the city clerk and shall state facts showing the factual basis for the disagreement. All appeals will be processed first through the City Engineer, for a recommendation, and then to the full stormwater board of appeals for a final decision. Any person still aggrieved may appeal the stormwater board of appeals' decision to a court of competent jurisdiction. An aggrieved person shall exhaust all administrative remedies provided in this Division before seeking judicial review. .

Sec. 82-167. - Hearing.

The applicant may request a hearing before the stormwater board of appeals, and in such cases, the board shall set a hearing date within 30 days of the date of application and notify the applicant thereof. At the hearing, the stormwater board of appeals shall receive testimony and evidence provided by the applicant, the city, and/or others as the stormwater appeals board deems necessary. However, the applicant may not present additional evidence or information that was not included in the written application filed with the City pursuant to Sec. 82-166 above.

Sec. 82-168. - Findings.

The stormwater board of appeals shall make all of its decisions in writing and be signed by the individual members of the board, and such findings shall be filed with the city clerk and kept by him in a separate journal. All findings of the board shall be by a majority vote.

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Secs. 82-169—82-190. - Reserved.**SECTION 2.**

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

SECTION 3.

Effective Date.

This Ordinance shall take effect ten (10) days from the date of its passage and shall be published as required by the Charter of the City of Oak Park.

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park on this 7th day of August, 2023.

T. EDWIN NORRIS, City Clerk

MARIAN MCCLELLAN, Mayor

I, **T.EDWIN NORRIS**, the duly authorized Clerk of the City of Oak Park, Michigan, do hereby certify that the foregoing Ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on August 7, 2023.

T. EDWIN NORRIS, City Clerk

DIVISION 3. - ~~DOWNSPOUT-STORMWATER~~ BOARD OF APPEALS

Sec. 82-161. - Created.

There is hereby created in and for the city a ~~downspout-stormwater~~ board of appeals.

Sec. 82-162. - Composition.

The ~~downspout-stormwater~~ board of appeals shall consist of the city manager, utility billing supervisor, deputy treasurer, the municipal services director, and finance director ex-officio, to serve during their respective terms of office, and a private freeholder to be named by a majority of the city council to serve for two years from his appointment and until his successor is duly appointed and qualified.

Sec. 82-163. - Chairman.

The City Manager shall be the chairman of the ~~downspout-stormwater~~ board of appeals.

Sec. 82-164. - Rules and regulations; records.

The ~~downspout-stormwater~~ board of appeals shall have the power to prescribe its own rules and regulations, and shall keep such records as will logically and clearly keep account of its findings. The stormwater board of appeals shall have the duty, responsibility and authority to hear and decide such appeals as are specifically referred to it by this ordinance.

Sec. 82-165. - Meetings.

The ~~downspout-stormwater~~ board of appeals shall meet in the city hall within 30 days from the date of any application made to it for relief under the provisions of this article.

Sec. 82-166. - Appeals authorized.

Any person owning or occupying any property disagreeing with the interpretation or application of the rates and charges for stormwater, may file written application on a form provided by the City with the ~~downspout-stormwater~~ board of appeals. ~~for exemption of such property from the requirements of section 82-142.~~ Such application shall be under oath, shall be filed with the city clerk and shall state facts showing the factual basis for the disagreement. All appeals will be processed first through the City Engineer, for a recommendation, and then to the full stormwater board of appeals for a final decision. Any person still aggrieved may appeal the stormwater board of appeals' decision to a court of competent jurisdiction. An aggrieved person shall exhaust all administrative remedies provided in this Division before seeking judicial review. ~~at such property will be damaged out of proportion to the benefits obtained by the reduction in the burden on the sewers, or that the health, safety or welfare of the public or of the owner or occupant of the property is endangered by such requirement.~~

Sec. 82-167. - Hearing.

The applicant may request a hearing before the ~~downspout-stormwater~~ board of appeals, and in such cases, the board shall set a hearing date within 30 days of the date of application and notify the applicant thereof. At the hearing, the stormwater board of appeals shall receive testimony and evidence provided by the applicant, the city, and/or others as the stormwater appeals board deems necessary. However, the applicant may not present additional evidence or information that was not included in the written application filed with the City pursuant to Sec. 82-166 above.

Sec. 82-168. - Findings.

The ~~downspout-stormwater~~ board of appeals shall make all of its decisions in writing and be signed by the individual members of the board, and such findings shall be filed with the city clerk and kept by him in a separate journal. All findings of the board shall be by a majority vote.

~~Sec. 82-169. -- Disconnection exemptions.~~

~~The downspout board of appeals shall consider all applications for exemption filed with it, and if it shall find the material facts contained in any application to be true, and that such property should not be required to conform to section 82-142 because of unusual hardship or other compelling reason as set forth in section 82-166, the board may grant an exemption from the requirements of section 82-142 to such property. Any such exemption shall continue until revoked or changed by the board. No order of the board shall be revoked or changed except upon notice to the owner and occupant of the property affected thereby. All orders of the board shall be filed with the city clerk.~~

Secs. 82-16970—82-190. - Reserved.



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 7, 2023

SUBJECT: Payment Application No. 3 and Change Order No. 3 for the 2023 Water Main and Road Replacement Project, M-750.

DEPARTMENT: Municipal Services – Engineering KMG

SUMMARY: Attached is Payment Application No. 3 and Change Order No. 3 for the 2023 Water Main and Road Replacement Project, M-750 by Inner City Contracting LLC of Detroit, MI. This project will replace the water mains in the areas shown on the attached map and also replace the pavement on Cloverdale Ave and Northfield Ave. This project is approximately 85% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$2,240,831.75
Change Order No. 1:	\$ 3,663.27
Change Order No. 2:	\$ 49,640.00
Proposed Change Order No. 3:	<u>\$ 5,000.00</u>
Total Contract Amount:	\$2,299,135.02
 Total Completed to Date:	 \$1,957,560.67
Less Retainage:	\$ 114,956.75
Net Earned:	\$1,842,603.92
Deductions:	\$ 0.00
Balance:	\$1,842,603.92
Payments to Date:	<u>\$ 879,783.93</u>
Amount Due Inner City Contracting:	\$ 962,819.99

RECOMMENDED ACTION: It is recommended that Payment Application No. 3 and Change Order No. 3 for the 2023 Water Main and Road Replacement Project, M-750 to Inner City Contracting of Detroit, Michigan be approved for the amount of \$962,819.99 and \$5,000.00, respectively. Funding is available in the Water and Sewer Fund (592-18-538-970), Major Streets Fund (202-18-479-970), and Local Streets Fund (203-18-479-970).

APPROVALS:

City Manager: ET Department Director: KM

Director of Finance: SC Legal: N/A

Budgeted: ☒

EXHIBITS: Payment Application No. 3, Change Order No. 3, maps

PAYMENT APPLICATION

PROJECT: 2023 Water Main and Paving Project
OWNER: City of Oak Park, Michigan
CONTRACTOR: Inner City Contracting LLC
 18715 Grand River Ave,
 Detroit, MI 48223

JOB NUMBER: M-750
APPLICATION NO.: 3
PERIOD ENDING: 6/30/23
PAGE: 1 of 2

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Period Quantity	Period Amount	Quantity To Date	Amount To Date
1	Mobilization, Max 5%	1	LSUM	\$112,000.00	0.00	\$0.00	1.00	\$112,000.00
2	Minor Traffic Device, Modified SP	1	LSUM	\$14,000.00	0.50	\$7,000.00	0.75	\$10,500.00
3	Pavement Removal, Modified SP	8,700	SYD	\$7.30	3,200.60	\$23,364.38	6,913.25	\$50,466.73
4	Erosion Control, Inlet Protection, Fabric Drop, Modified SP	32	EACH	\$100.00	0.00	\$0.00	36.00	\$3,600.00
5	Project Cleanup	1	LSUM	\$4,500.00	0.00	\$0.00	0.00	\$0.00
6	Aggregate Base Under Concrete (6" 21AA Crush Limestone)	6,300	SYD	\$13.50	3,125.91	\$42,199.79	4,554.24	\$61,482.24
7	Earth Excavation	1,550	CYD	\$2.70	489.17	\$1,320.76	727.88	\$1,965.28
8	Subgrade Undercutting	725	CYD	\$70.00	1.78	\$124.60	1.78	\$124.60
9	Station Grading	15.75	STA	\$5,117.00	7.77	\$39,759.09	11.51	\$58,896.67
10	Gate well , 1040C Frame and Cover	12	EACH	\$887.00	4.00	\$3,548.00	12.00	\$10,644.00
11	Sanitary Manhole 1040A Frame and Cover	5	EACH	\$1,050.00	3.00	\$3,150.00	3.00	\$3,150.00
12	Catch Basin 5080M3 6 Hole Frame and Cover	18	EACH	\$845.00	18.00	\$15,210.00	18.00	\$15,210.00
13	Underdrain Subgrade, Open Graded 6", Modified SP	3,300	LFT	\$12.90	1,606.47	\$20,723.46	2,390.22	\$30,833.84
14	Conc. Pavt. 24" curb and gutter Section, Non-Reinf. 7", Modified SP	100	LFT	\$98.20	22.50	\$2,209.50	31.80	\$3,122.76
15	Conc. Pavt W/integral curb and gutter, Non-Reinf. 7", Modified SP	6,000	SYD	\$66.90	3,689.10	\$246,800.79	5,074.88	\$339,509.47
16	Sidewalk Conc. NonReinf. Modified SP 4" Conc. Sidewalk	12,600	SFT	\$8.20	9,384.32	\$76,951.42	12,039.72	\$98,725.70
17	Sidewalk Conc. NonReinf. Modified SP 6" Conc. Sidewalk	11,700	SFT	\$10.25	7,546.68	\$77,353.47	8,238.33	\$84,442.88
18	Class A Sodding, Modified SP	3,800	SYD	\$16.10	0.00	\$0.00	0.00	\$0.00
19	Water Main D.I CL 54 8" Trench Det B Modified	3,150	LFT	\$70.00	550.00	\$38,500.00	3,243.56	\$227,049.20
20	Cloverdale Ave. Water Main Connection "A", Cloverdale Ave. @ Greenbriar Ave.	1	LSUM	\$20,450.00	1.00	\$20,450.00	1.00	\$20,450.00
21	Cloverdale Ave. Water Main Connection "B", Cloverdale Ave. @ Parklawn Ave.	1	LSUM	\$17,655.00	1.00	\$17,655.00	1.00	\$17,655.00
22	Leslie Ave. Water Main Connection "A", Leslie Ave. @ Beverly Ave.	1	LSUM	\$17,665.00	0.00	\$0.00	1.00	\$17,665.00
23	Leslie Ave. Water Main Connection "B", Leslie Ave. @ Joan Ave. (south Side)	1	LSUM	\$16,320.00	0.00	\$0.00	1.00	\$16,320.00
24	Leslie Ave. Water Main Connection "C", Leslie Ave. @ Joan Ave. (North Side)	1	LSUM	\$16,320.00	0.00	\$0.00	1.00	\$16,320.00
25	Leslie Ave. Water Main Connection "D", Leslie Ave. @ Stratford Ave.	1	LSUM	\$19,590.00	0.00	\$0.00	1.00	\$19,590.00
26	Leslie Ave. Water Main Connection "E", Leslie Ave. @ Marlow Ave.	1	LSUM	\$20,580.00	0.00	\$0.00	1.00	\$20,580.00
27	Install Fire Hydrant EJIW 5BR-250	7	EACH	\$10,915.00	3.00	\$32,745.00	7.00	\$76,405.00
28	Install 8" Gate Valve and Well	12	EACH	\$9,332.50	2.00	\$18,665.00	12.00	\$111,990.00

29	Remove & Replace Short Side Service Curb Box 3/4" to 2"	51	EACH	\$892.00	20.00	\$17,840.00	48.00	\$42,816.00
30	Service Transfers	83	EACH	\$900.00	20.00	\$18,000.00	74.00	\$66,600.00
31	3/4" to 2" Diameter Type K Copper	400	LFT	\$90.50	519.00	\$46,969.50	664.25	\$60,114.63
32	24" Drainage Structure, Inlet	7	EACH	\$4,500.00	3.00	\$13,500.00	7.00	\$31,500.00
33	48" Drainage Structure	11	EACH	\$5,990.00	6.00	\$35,940.00	11.00	\$65,890.00
34	Sewer Pipe, 12" Reinf. Concrete Pipe	600	LFT	\$101.50	310.00	\$31,465.00	552.20	\$56,048.30
35	Remove Existing Fire Hydrant	5	EACH	\$3,563.00	2.00	\$7,126.00	6.00	\$21,378.00
36	Remove Existing Gate Valve and Well	9	EACH	\$4,384.00	5.00	\$21,920.00	9.00	\$39,456.00
37	Drainage Structure Remove	18	EACH	\$3,262.00	9.00	\$29,358.00	18.00	\$58,716.00
38	Drainage Structure Adjust	9	EACH	\$420.00	0.00	\$0.00	0.00	\$0.00
39	Sewer Pipe, Remove, 12" and under	600	LFT	\$5.25	310.00	\$1,627.50	549.20	\$2,883.30
40	Crossing Existing Water Mains, Sewers, and sewer leads	20	EACH	\$100.00	1.00	\$100.00	3.00	\$300.00
41	Cast in Place Detectable, Tactile warning Surfaces	380	SFT	\$45.00	220.00	\$9,900.00	220.00	\$9,900.00
42	Abandon Existing Water Main, Cloverdale Ave.	1	LSUM	\$5,600.00	0.00	\$0.00	0.00	\$0.00
43	Abandon Existing Water Main, Leslie Ave.	1	LSUM	\$12,100.00	0.00	\$0.00	0.00	\$0.00
44	Maintenance Gravel, Modified SP	1,000	TON	\$24.00	162.78	\$3,906.72	623.20	\$14,956.80
45	Salvage Sign, Modified SP	22	EACH	\$95.50	0.00	\$0.00	0.00	\$0.00
46	Unidentified Irrigation System Repairs - Sprinkler Lines	500	LFT	\$6.50	0.00	\$0.00	0.00	\$0.00
47	Unidentified Irrigation System Repairs - Sprinkler Heads	100	EACH	\$125.00	0.00	\$0.00	0.00	\$0.00
48	State Barricade Northfield Detour Traffic Devices	0	LSUM	\$597.60	0.00	\$0.00	1.00	\$597.60
49	Survey Work for Catch Basin Inverts	0	LSUM	\$3,065.67	0.00	\$0.00	1.00	\$3,065.67
50	Re-route Water Main around Sewer on Sherman	0	LSUM	\$49,640.00	1.00	\$49,640.00	1.00	\$49,640.00
51	Pavement Gapping - Kenosha	0	LSUM	\$5,000.00	1.00	\$5,000.00	1.00	\$5,000.00

\$980,022.98

\$1,957,560.67

Original Contract Amount: \$2,240,831.75
Change Order #1: \$3,663.27
Change Order #2: \$49,640.00
Change Order #3: \$5,000.00

Current Contract Amount: \$2,299,135.02

Earnings This Period: \$980,022.98
Total Earnings to Date: \$1,957,560.67

Less Retainage: \$114,956.75
Net Earned: \$1,842,603.92
Deductions: \$0.00
Balance: \$1,842,603.92
Payments to Date: \$879,783.93

Amount Due: \$962,819.99

Accepted By:


Tony DiGirolamo (Jul 19, 2023 11:27 EDT)
Inner City Contracting LLC

Date: Jul 19, 2023



Kara Grisamer, P.E.
City of Oak Park, Michigan

Date: Jul 19, 2023

CHANGE ORDER

PROJECT:	2023 Water Main & Paving Project	JOB NUMBER:	M-750
OWNER:	City of Oak Park, Michigan	CHANGE ORDER NO.:	3
CONTRACTOR:	Inner City Contracting LLC 18715 Grand River Detroit, MI 48223	PAGE:	1 of 1

TO THE CONTRACTOR:

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

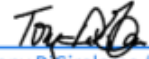
THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	Increased Amount
51	Pavement Gapping - Kenosha	0	LSUM	\$5,000.00	1.00	1.00	\$5,000.00

Total: \$5,000.00

SUMMARY

Total Increase	\$5,000.00
Total Amount for Change Order No. 3:	\$5,000.00


Tony DiGirolamo (Jul 19, 2023 11:27 EDT)
 Inner City Contracting LLC

Jul 19, 2023

Date

Original Contract Amount:	\$2,240,831.75
Change Order No.1:	\$3,663.27
Change Order No.2:	\$49,640.00
Proposed Change Order No. 3:	\$5,000.00
New Contract Amount	\$2,299,135.02


 Kara Grisamer, City Engineer

Jul 19, 2023

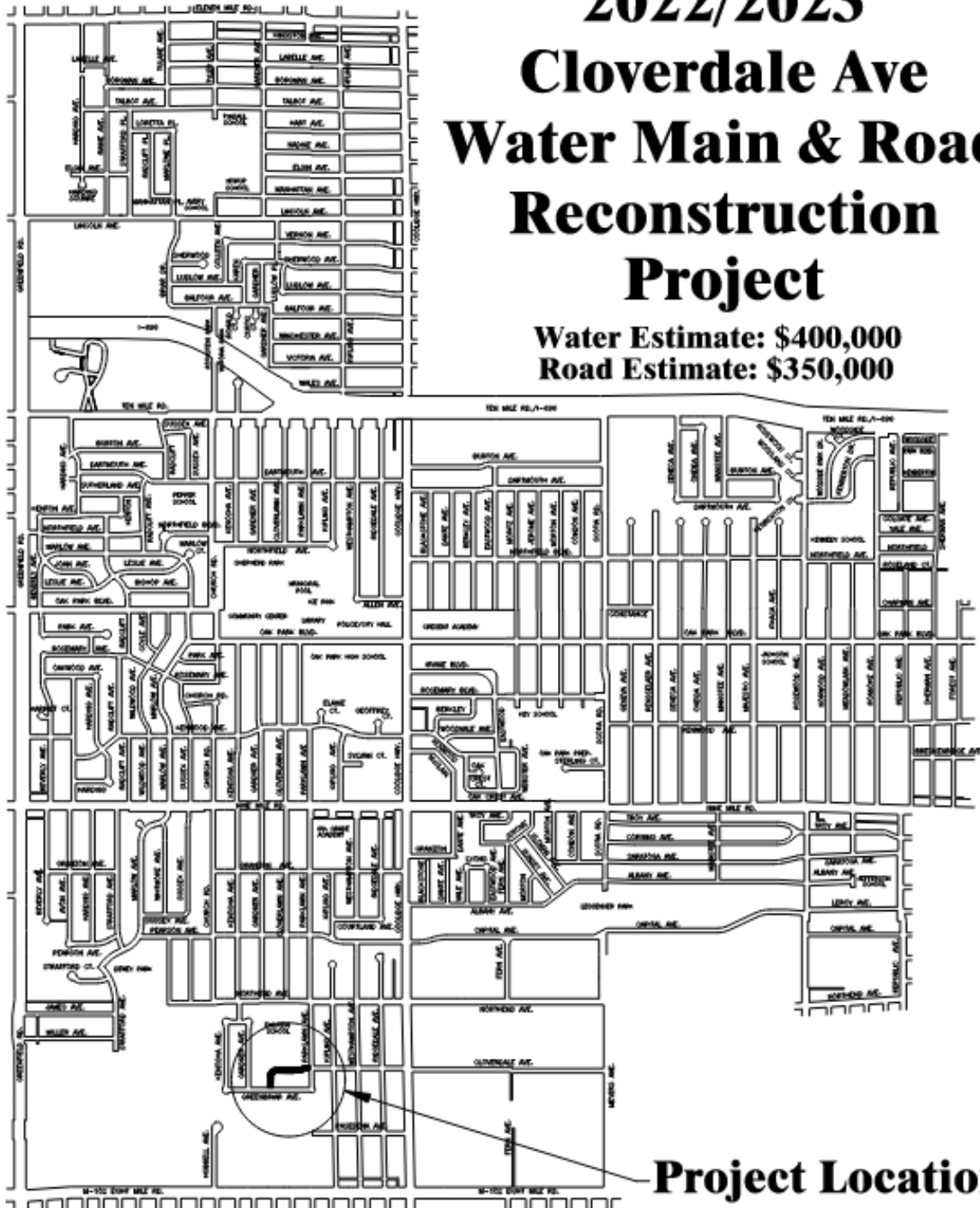
Date

City of Oak Park

2022/2023

Cloverdale Ave Water Main & Road Reconstruction Project

Water Estimate: \$400,000
Road Estimate: \$350,000

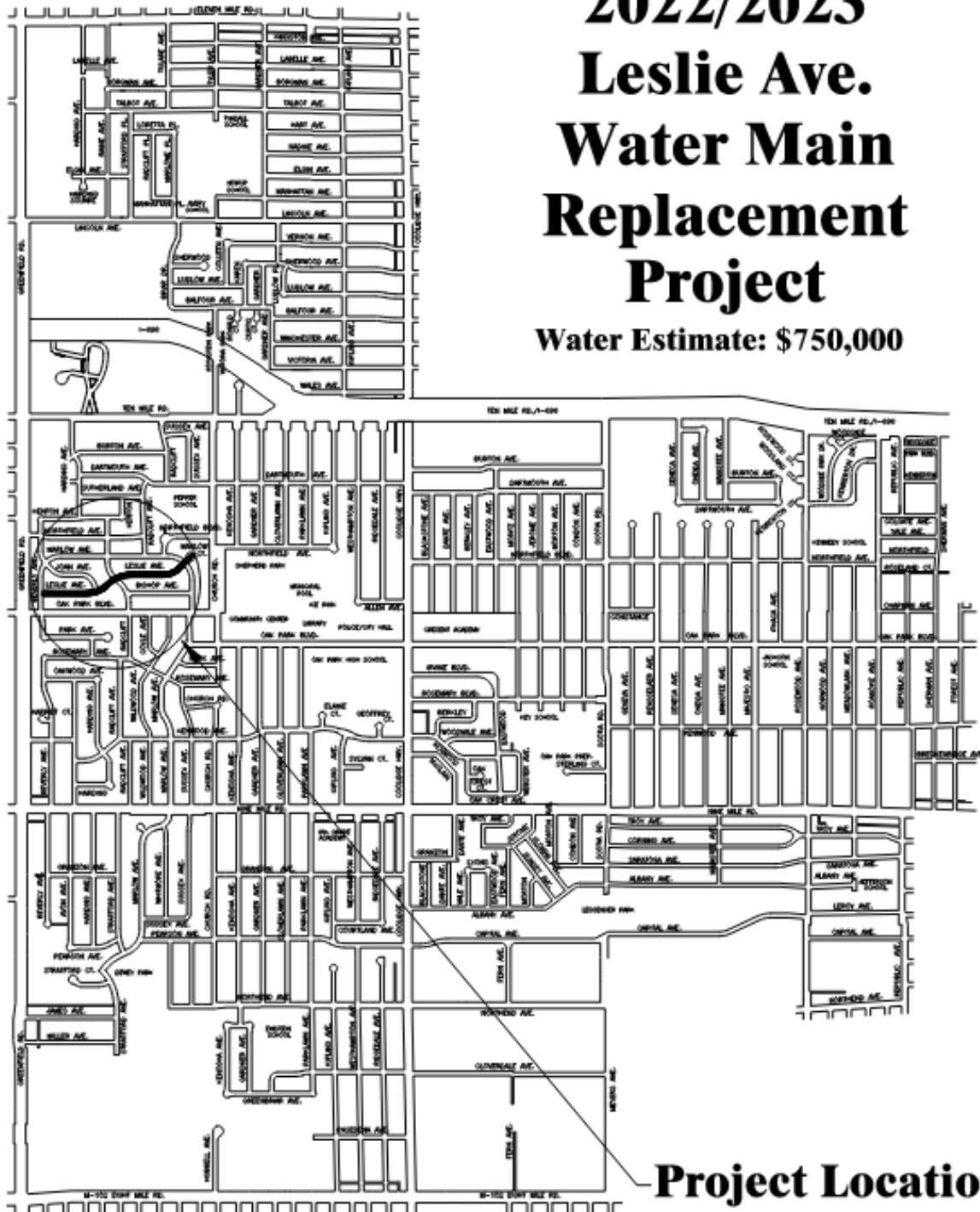


City of Oak Park

2022/2023

Leslie Ave. Water Main Replacement Project

Water Estimate: \$750,000

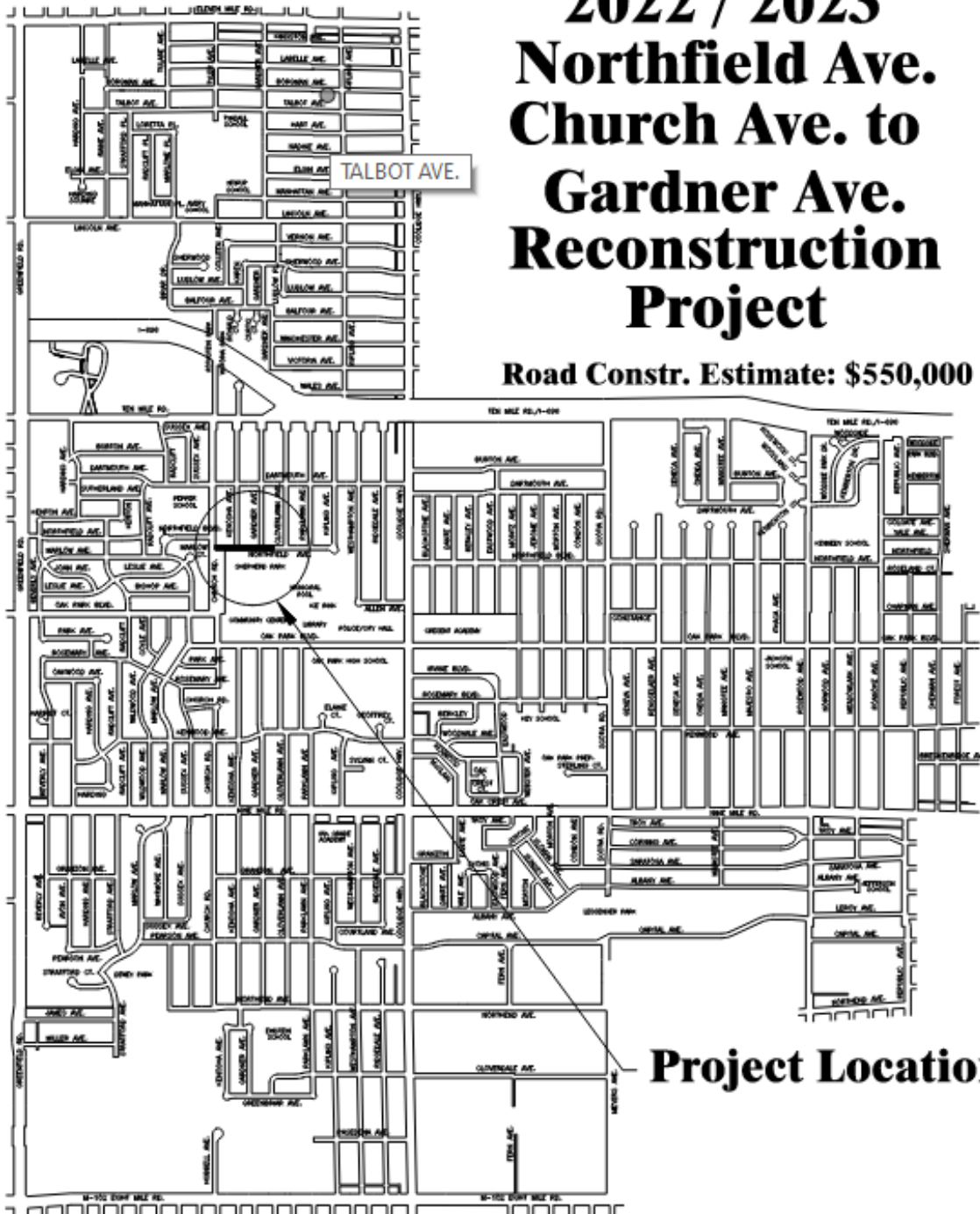


City of Oak Park

2022 / 2023

Northfield Ave. Church Ave. to Gardner Ave. Reconstruction Project

Road Constr. Estimate: \$550,000



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

AGENDA OF: August 7, 2023

SUBJECT: Request from Doetsch Environmental Services for a contract extension of the 2022 Sewer and Catch Basin Cleaning and Television Project, M-747.

DEPARTMENT: Municipal Services – Engineering *KMG*

SUMMARY: Request from Doetsch Environmental Services for a contract extension of the 2022 Sewer and Catch Basin Cleaning and Television Project, M-747. Doetsch has indicated that they would like to execute a one (1) year extension of their unit prices from this project to perform the 2023 Sewer Cleaning Project, M-760. The contract allowed for one – one (1) year extension. This project will clean and televise sewers and catch basin lines in the area shown on the attached map.

FINANCIAL STATEMENT: This project is budgeted in the Water and Sewer Fund No. 592-18-550-930.

RECOMMENDED ACTION: It is recommended City Council approve the offer for the contract extension from Doetsch Environmental Services for the 2023 Sewer and Catch Basin Cleaning and Television Project, M-760 for a total amount of \$300,000.00. Funding is provided in the Water and Sewer Fund No. 592-18-550-930.

APPROVALS:

City Manager: _____ ET _____

Department Director: _____ KM _____

Finance Director: _____ SC _____

City Attorney: _____ N/A _____

Budgeted: ☒

EXHIBITS: Extension letter from Doetsch, Map of project area

DOETSCH

Environmental Services

21221 MULLIN / WARREN, MI 48089
Ph: 586.755.2090/Fx: 586.755.2099
www.doetschenvironmental.com

City of Oak Park
Dan Samuel, Engineering
13700 Oak Park Blvd
Oak Park, MI 48237

June 19, 2023

Please accept this letter as our request to continue with the 2022 Sewer Cleaning and Inspection pricing into the 2023 year. The pricing from 2022 which will be held at that level for this year is as follows:

8" - \$1.75 per Foot (Clean and Televiser)
10" - \$1.75 per Foot (Clean and Televiser)
12" - \$1.75 per Foot (Clean and Televiser)
15" - \$2.00 per Foot (Clean and Televiser)
18" - \$2.00 per Foot (Clean and Televiser)
21" - \$2.25 per Foot (Clean and Televiser)
24" - \$2.25 per Foot (Clean and Televiser)
27" - \$2.25 per Foot (Clean and Televiser)
30" - \$3.00 per Foot (Clean and Televiser)
33" - \$4.00 per Foot (Clean and Televiser)
36" - \$4.00 per Foot (Clean and Televiser)
42" - \$4.00 per Foot (Clean and Televiser)
48" - \$5.00 per Foot (Clean and Televiser)
54" - \$6.00 per Foot (Clean and Televiser)
\$50.00 per Catch Basin
\$2.50 Per Foot to televiser the leads after the Catch Basin cleaning

We appreciate this opportunity to be of service to the City of Oak Park and hope to continue serving any needs that may arise.



Sean M Schotthoefer
Doetsch Environmental Services
21221 Mullin Ave
Warren, MI 48089

2023



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF: August 7, 2023****SUBJECT: Issue Media Group/MetroMode Contract****DEPARTMENT: Communications and Public Information**

SUMMARY: Through approval of this three-year contract, the City of Oak Park and MetroMode will enter into a partnership that will allow for guaranteed media coverage of the City, especially focusing on our increasing efforts to expand parks and recreation opportunities. This will also allow the City to spread its message to a wider network, while filling the gap of regular press coverage the City currently experiences. (Other cities that have had success with this program include Sterling Heights, Hazel Park, Dearborn, Dearborn).

Other details of this partnership include:

- Six stories will be published on an annual basis;
- All stories will be published in MetroMode and promoted through relevant Issue Media Group media and social networks and with Oak Park stakeholders;
- Oak Park will receive brand / ad placement on MetroMode homepage and e-newsletter;
- Oak Park will receive content reuse rights;
- An Oak Park microsite will be integrated into the MetroMode platform for easy access of content (stories, ads, etc.);
- Metrics will be provided (page views, length of time on story, etc.)

FINANCIAL STATEMENT:

\$12,000 per year (3 year intent). This project is budgeted in the Communications: Printing and Publications budget No. 101-22.806-900.000.

RECOMMENDED ACTION: It is recommended City Council approve the partnership contract with MetroMode for three years. Funding is provided in the Communications Budget (No. 101-22.806-900.000).

APPROVALS:

City Manager: _____ET_____

Department Director: CF

Director of Finance: ____ SC _____

Budgeted: ☐

Legal: _____

EXHIBITS:

Contract attached



MetroMode Partner City Proposal erre City of Oak Park

OBJECTIVE

Issue Media Group (IMG) will partner with the City of Oak Park and a coalition of community stakeholders to identify and capture the story of talent, investment, innovation and emerging assets that are shaping “What’s Next” for Oak Park. During this annual engagement, IMG will actively engage community stakeholders to uncover and capture stories of talent, innovation, small business, job creation and placemaking. The stories will be published to a broader Metro Detroit audience (via **Metromode**), included in statewide **SecondWave**, selected for syndication through IMG’s national networks, and made available for re-use to Oak Park community stakeholders.

METROMODE “PARTNER CITY” PROGRAM DELIVERABLES

CONTENT DEVELOPMENT AND PROMOTION

- An editorial advisory group will be formed and engaged at kick-off. Two (2) advisory group meetings will take place during the contract period.
- Dedicated project editor will be contracted to develop and publish six (6) feature stories, profiles etc. to include original photography. (Stories will publish starting in August, 2023)
- All stories will be published in **Metromode** and promoted through relevant Issue Media Group media and social networks.
- Stories will be shared with Michigan-wide **SecondWave** publication. .
- An Oak Park microsite will be integrated into the Metromode platform. Additionally Oak Park will be positioned as a “Partner City” during the contract term.

See example: <https://www.secondwavemedia.com/metromode/cities/dearborn/default.aspx>

- Editorial advisory meetings will be coordinated on a quarterly basis.

Example Link: <https://www.secondwavemedia.com/metromode/cities/hazelpark.aspx>

ADVERTISING AND CONTENT REUSE

- Oak Park will receive brand / ad placement on **Metromode** homepage and e-newsletter
- Ad placement will include positioning aligned to underwritten areas of content and run of site in best available sections of **Metromode**.
- A formal ad placement schedule will be put in place within 48 hours of receipt of ads. Ad specs found here: <http://www issuemediagroup.com/sponsors/specs.aspx>
- Oak Park will receive content reuse rights.
- IMG will assist in developing a content syndication plan with all program partners.

2X METRICS REPORTING

- Story reach numbers
- Average time on page

- Social Media reach and engagement
- Referring sites
- Content and media partners
- Geographic origin of audience

Annual Program Investment: \$12,000

**3 year program contract*

PROGRAM TIMING

Program Schedule: August 1, 2023 - July 31, 2026

**May will serve as a planning month with content to publish starting September of 2023.*

Payment Terms: \$12,000 to be paid September 1 2023, 2024 and 2025.

By signing this contract, City of Oak Park allows Issue Media Group to proceed with the work described in this proposal. Please return via email to Brian Boyle at brian@issuemediagroup.com.

Accepted by City Of Oak Park :

DATE:

Accepted by Issue Media
Group:

Brian Boyle/Co-CEO

DATE:

Issue Media Group's Underwriting Policy

Issue Media Group offers its underwriters the opportunity to directly align their brands with content about talent, innovation, diversity, and place. In addition, IMG provides corporations, governments, institutions, nonprofits, and foundations with similarly focused missions a way to use their media budgets to support and expand coverage of job growth, economic development, real estate, non-profit innovation, city building, and placemaking.

Underwriting is the basis of our model as a publication. Underwriters are considered crucial to our organization and their support is the reason that IMG is able to produce content within a broad spectrum of topics. Support from underwriters allows IMG to dedicate editorial resources to cover key issue areas that are of importance to both the underwriter and IMG's mission.

We work with like-minded stakeholders who have shared values and missions. Because of our intersecting interests, we may cover our underwriters' work journalistically. However, IMG observes strict boundaries regarding the direction, review, and approval of content that is published.

IMG encourages underwriters to pitch ideas through Editorial Advisories and to our editorial teams. We value the knowledge our partners bring to our work, and we encourage underwriters to send story ideas, trends in underwriters' areas of expertise, and press releases. However, published content is at the discretion of the editorial teams and all final decisions regarding content are made without client approval.

While underwriters are not allowed to review or approve content, IMG works with them to establish focus areas that will be included in coverage. If an underwriter desires the ability to direct or edit content, the content will be considered "Partner Content," and given a treatment that distinguishes it from editorial content. The underwriter's logo will be embedded in the story and a transparency statement will be included.

IMG works with underwriters to fully understand the issues they care about. However, IMG trusts its editorial teams to shape stories around issues in a way that will resonate with readers.

IMG honors truthfulness and strives to avoid conflicts of interest in our reporting. This includes real conflicts and acts that may appear to be a conflict. To this end, we opt to disclose any relationships with underwriters that could be perceived as complicating our journalistic mission.