

Oak Park

City Council Agenda

August 2, 2021





AGENDA
REGULAR CITY COUNCIL MEETING
38th CITY COUNCIL
OAK PARK, MICHIGAN
August 2, 2021
7:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

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

- A. Regular City Council Meeting Minutes of July 19, 2021
- B. Recycling Commission Meeting Minutes of June 17, 2021
- C. Parks and Recreation Commission Meeting Minutes of June 16, 2021
- D. Resolution approving the City of Oak Park's participation in the Oakland County Street Tree Enhancement Match (OAKSTEM) Pilot Program
- E. Licenses New and Renewals submitted for August 2, 2021

5. RECOGNITION OF VISITING ELECTED OFFICIALS

6. SPECIAL RECOGNITION/PRESENTATIONS: None

7. PUBLIC HEARINGS: None

8. COMMUNICATIONS: None

9. SPECIAL LICENSES:

- A. Request for a Special Event License submitted by Book Beat, 26010 Greenfield, for an outdoor book sale and 39th year in business celebration to be held August 15, 2021
- B. Request for a Special Event License and waiver of fee, submitted by Solomon Radner, 26071 Radclift Place, for the Radclift Place Block Party, to be held August 15, 2021

10. ACCOUNTING REPORTS: None

11. BIDS: None

12. ORDINANCES: None

13. CITY ATTORNEY:

14. CITY MANAGER:

Administration

- A. Resolutions approving language for proposals to be included on the ballot for the November 2, 2021 General Election

Technical & Planning/Public Works

- B. Request to approve the offer for a contract extension from Great Lakes Contracting Solutions Co. of Waterford, MI for the 2021 Catch Basin Line Replacement Project, M-725 for a total amount of \$221,750.37
- C. Request to approve a proposal for the stormwater utility appeals process from OHM Advisors for the hourly, not to exceed amount of \$19,000
- D. Request to authorize the Public Works Department to participate in the Rochester Hills pre-bid contract for a 2023 Freightliner Single Axle Dump Truck and vehicle upfitting for the total amount of \$209,060.40

Communications

- E. Event and Activity Update

15. CALL TO THE AUDIENCE

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

16. CALL TO THE COUNCIL

17. ADJOURNMENT

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



**CITY OF OAK PARK, MICHIGAN
REGULAR COUNCIL MEETING OF THE
38th OAK PARK CITY COUNCIL
July 19, 2021
7:00 PM**

MINUTES

Mayor McClellan called the meeting to order at 7:01 p.m. in the Council Chambers of Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

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

ABSENT: None

OTHERS

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

APPROVAL OF AGENDA:

**CM-07-244-21 (AGENDA ITEM #3) ADOPTION OF THE AGENDA AS
PRESENTED – APPROVED**

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

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-07-245-21 (AGENDA ITEM #4A-F) 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 6, 2021 **CM-07-246-21**
- B. Special City Council Meeting Minutes of July 6, 2021 **CM-07-247-21**
- C. Arts and Cultural Diversity Commission Minutes of May 13, 2021 **CM-07-248-21**
- D. Special Planning Commission Meeting Minutes of June 29, 2021 **CM-07-249-21**
- E. Proposed Payment Application No. 1 for the 2021 Water Main Replacement Project, M-718 **CM-07-250-21**
- I. Licenses New and Renewals submitted for July 19, 2021 **CM-07-251-21**

**MERCHANT'S LICENSES – July 19, 2021
(Subject to All Departmental Approvals)**

<u>2021 RENEWALS</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
EXCELL SNOW & TURF	11000 CAPITAL	\$150.00	LANDSCAPING
CLOVERDALE EQUIPMENT CO.	13133 CLOVERDALE	\$150.00	CONSTRUCTION EQUIPMENT
GRACE CENTERS OF HOPE	23119 COOLIDGE	\$150.00	NON PROFIT THRIFT STORE
RAMSAY F. DASS MD	24601 COOLIDGE	\$150.00	MEDICAL OFFICE
LINCOLN LIQUOR	25901 COOLIDGE	\$150.00	LIQUOR STORE
SHELL CLEANERS & TAILOR	25905 COOLIDGE	\$150.00	DRY CLEANER
COOLIDGE CYCLE	25909 COOLIDGE	\$150.00	BICYCLE SALES AND REPAIR
VALHALLA KRAV MAGA	26039 COOLIDGE	\$150.00	FITNESS CENTER
SMART WAY RECYCLING	13000 EIGHT MILE	\$150.00	RECYCLING
VALUE WHOLESALE	15188 EIGHT MILE	\$150.00	GROCERY DISTRIBUTION
OAK PARK SOCIAL	14691 ELEVEN MILE	\$150.00	RESTAURANT/SIT DOWN
DEPENDABLE GAGE & TOOL	15321 ELEVEN MILE	\$150.00	TOOL MANUFACTURING
HARTWELL CEMENT COMPANY	21650 FERN	\$150.00	CONCRETE CONSTRUCTION
DALE PRENTICE COMPANY	26511 HARDING	\$150.00	
FELLERS	26659 HARDING	\$150.00	WRAP/SIGNAGE SUPPLIES
K & M LEASING	20900 HUBBELL	\$150.00	LEASE OFFICE EQUIPMENT
BRICCO EXCAVATING CO	21201 MEYERS	\$150.00	EXCAVATING
NERD OUT	8106 NINE MILE	\$150.00	COLLECTIBLE TOYS
NEXT LEVEL HAIR COMPANY	13645 NINE MILE	\$150.00	SALON/SELLING HAIR
MURRAYS WORLDWIDE	21741 WYOMING	\$150.00	HAIR CARE PRODUCTS

LIQUOR LICENSE RENEWALS - MAY 19, 2021

OAK PARK SOCIAL, LLC	CLASS C LIQUOR LICENSE	\$250.00
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Voice Vote:	Yes:	McClellan, Burns, Edgar, Radner, Whitehead
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS:

City Manager Tungate presented Special Recognition Awards to individuals and organizations for assistance provided during the COVID-19 pandemic:

- Andrew Attisha, Shell Gas Station
- Matthew and Brian Louissa, Value Wholesale
- Janay Scott, Henry Ford Health System
- Tyler Prentiss, Henry Ford Health System
- John Zervos, Henry Ford Health System
- Henry Ford Health System
- Craig Tungate, Advanced Chemical Concepts
- Oak Park School District
- Forgotten Harvest

PUBLIC HEARINGS:

(AGENDA ITEM #7A) Public Hearing for the Tavern License Application for Berkley Coffee, LLC, 14661 W. 11 Mile, Suite 500

Mayor McClellan opened the public hearing at 7:30 p.m. and Mr. Ken Showler, owner of Berkley Coffee provided an update on his proposed business. Steve Gold, Ken Sherman and Dawn Corkren also spoke in favor of the application. The public hearing was closed at 7:50 p.m.

CM-07-252-21 (AGENDA ITEM #7B) REQUEST TO APPROVE THE TAVERN LICENSE APPLICATION FOR BERKLEY COFFEE, LLC, 14661 W. 11 MILE, SUITE 500 - APPROVED

Motion by Radner seconded by Burns, CARRIED UNANIMOUSLY, to adopt the following resolutions approving the Tavern License Application for Berkley Coffee, LLC, 14661 W. 11 Mile, Suite 500:

**A RESOLUTION OF THE OAK PARK, MICHIGAN CITY COUNCIL
APPROVING THE REQUEST OF BERKLEY COFFEE, LLC
(KENNETH BLAIR SHOWLER) FOR A TAVERN LICENSE**

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

WHEREAS, Berkley Coffee, LCC (Kenneth Blair Showler) (hereinafter referred to as Berkley Coffee) located at 14661 W. 11 Mile, Suite 500, has applied for a Tavern License from both the Michigan Liquor Control Commission and the City of Oak Park.

NOW, THEREFORE, BE IT RESOLVED, that Berkley Coffee's application for a Tavern License is hereby approved subject to the following conditions:

1. The Michigan Liquor Control Commission issuing a Tavern License to Berkley Coffee, LLC at 14661 W. 11 Mile, Suite 500, Oak Park, Michigan 48237.
2. Upon issuance of the Tavern License by the Michigan Liquor Control Commission, Berkley Coffee shall provide the City Clerk's Office with copies of the License along with a Certificate of Liquor Insurance for the subject business.
3. Berkley Coffee executes a Contract for a Tavern License with the City of Oak Park, Michigan.

BE IT FURTHER RESOLVED, that subject to the conditions described in the immediately preceding paragraph and all departmental authorizations, upon approval of a Tavern License by the Michigan Liquor Control Commission for Berkley Coffee located at 14661 W. 11 Mile, Suite 500, Oak Park, Michigan 48237, the City Clerk is hereby authorized to issue a Tavern License with an expiration date of April 30, 2022 to Berkley Coffee; and

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

LOCAL GOVERNMENT APPROVAL RESOLUTION

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

MOTION DECLARED ADOPTED

COMMUNICATIONS: None

SPECIAL LICENSES:

**CM-07-253-21 (AGENDA ITEM #9A) SPECIAL EVENT REQUEST – ALBANY
BLOCK PARTY – APPROVED**

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

Name	Event	Fee
Shantal Hanna 10450 Albany	Albany Block Party August 14, 2021 1:00 PM – 10:00 PM	Application fee waived

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

MOTION DECLARED ADOPTED

**CM-07-254-21 (AGENDA ITEM #9B) SPECIAL EVENT REQUEST – DOG AND
PONY SHOW – CORNHOLE TOURNAMENT FUNDRAISER
– APPROVED**

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

Name	Event	Fee
Dog and Pony Show 14661 W 11 Mile Rd #200	Cornhole Tournament Fundraiser August 15, 2021 Noon – 5:00 PM	Application fee Paid

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

MOTION DECLARED ADOPTED

ACCOUNTING REPORTS:

**CM-07-255-21 (AGENDA ITEM #10A) APPROVAL FOR PAYMENT OF
INVOICES SUBMITTED BY GARAN, LUCOW, MILLER, P.C.
FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$12,245.79
- APPROVED**

Motion by Burns seconded by Radner, CARRIED UNANIMOUSLY, to approve payment of invoices #566592, #566593 and #566594 by Garan, Lucow, Miller P.C., for legal services rendered through June 30, 2021 in the total amount of \$12,245.79.

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

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES: None

CITY ATTORNEY:

CM-07-255-21 (AGENDA ITEM #11A) RESOLUTION APPROVING A METRO ACT PERMIT APPLICATION SUBMITTED BY LEVEL 3 COMMUNICATIONS, LLC - APPROVED

Motion by Radner seconded by Burns, CARRIED UNANIMOUSLY, to adopt the following resolution approving a Metro Act Permit application submitted by Level 3 Communications, LLC:

**CITY OF OAK PARK
RESOLUTION APPROVING LEVEL 3 COMMUNICATIONS, LLC
APPLICATION FOR METRO ACT PERMIT**

WHEREAS, the City of Oak Park has received a request from Level 3 Communications, LLC for a METRO Act Right-of-Way Telecommunications Permit for a term of five years; and

WHEREAS, Level 3 Communications, LLC has submitted an Application for the permit, which complies with the requirements of the Act; and

WHEREAS, the City is aware of no reason to deny the permit.

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

1. The request by Level 3 Communications, LLC for the City to grant a five year METRO Act Permit is hereby approved for a term of five (5) years pending final review and approval by the Department of Technical and Planning.
2. Upon approval of the METRO Act Permit, Level 3 Communications must provide proof of the required Insurance Coverage and apply for a right of way permit with the City of Oak Park and with the Road Commission for Oakland County.
3. The Mayor, City Manager, and City Clerk are authorized and directed to execute the METRO Act Right-of-Way Permit for a term of five (5) years, in substantially the form attached hereto.
4. All resolutions inconsistent with this Resolution be and hereby are rescinded to the extent of such inconsistency.

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

MOTION DECLARED ADOPTED

CITY MANAGER:

Technical & Planning/Public Works

**CM-07-257-21 (AGENDA ITEM #14A) PROPOSED CHANGE ORDER NO. 3 AND
PAYMENT APPLICATION NO. 5 (FINAL) FOR THE 2018
POCKET PARKS CONSTRUCTION PROJECT, M-689
- APPROVED**

Motion by Radner seconded by Burns, CARRIED UNANIMOUSLY, to approve proposed Change Order No. 3 in the amount of \$3,217.20 and Payment Application No. 5 (Final) in the amount of \$13,217.20 to Warren Contractors and Development Inc. of Shelby Township, MI for the 2018 Pocket Parks Construction Project, M-689.

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

MOTION DECLARED ADOPTED

Technical and Planning Director Rob Barrett indicated the change order is for additional wiring for a separate circuit to the street lights for the pocket parks at the intersections of both Seneca and Sherman at Nine Mile Road. This project is 100% complete.

CALL TO THE AUDIENCE:

Steve Gold, 15000 Leslie, thanked Oak Park founded Forgotten Harvest for their contribution to the community, requested that special meetings be broadcast to the public and encouraged the City to update the ACH procedure for making payments.

Don Jones encouraged participation in a new Friends of Shepherd Park Facebook group.

Dana Hammer, 24600 Ridgedale, reported that several accidents have been occurring on her street corner and reported that garbage has not been picked up at her husband's business, 10332 Nine Mile.

Oak Park resident expressed concerns about neighboring trees and shrubs growing through her fence.

Marci Cole, 2350 Condon, expressed concerns about speeding and loud vehicles on her street, tree trimming services and her water bill payment plan.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:22 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
June 17, 2021**

** This meeting was held virtually on Zoom **

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

2. ROLL CALL:

PRESENT: Chairperson Meghan Oesterle, Vice-Chairperson Jonathan Nachman,
Commission Members: Al Lewis, Clarissa Clemons, Roselyn McKay, Steven
Gold, City Council Member Julie Edgar, and Public Works Liaison David
DeCoster

ABSENT: Commission Members: Paul Bannon, Denise Trombly, and Richard Readus

3. APPROVAL OF THE AGENDA:

Moved by Steven Gold, seconded by Al Lewis to approve the agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

4. APPROVAL OF MINUTES:

Motion to approve the minutes of May 20, 2021 by Jon Nachman, seconded by Steven Gold.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

5. CONSIDERATION OF OLD BUSINESS

A. Deputy City Clerk Lisa Vecchio provided Commission training.

- Lisa provided a quick overview of parliamentary procedure and Robert's Rules. Lisa provided her contact info and will email out some follow up materials to the members.

B. A discussion of the Commission clean-up day was held.

- Date: September 12, 2021
- Items we need to finalize: (info should be provided at July meeting, or sooner)
 - i. Sponsorships – All members. David DeCoster to provide city procedure on obtaining sponsorships. Will email members info.
 - ii. T-Shirts – Councilmember Edger will begin reaching out to local vendors

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
June 17, 2021

- iii. Sign-up sheet – David DeCoster can create with city software
- iv. Promotion – The city has a new Communications Director and David DeCoster will be meeting with her shortly to go over event promotions.
- v. Event Slogan – All members

C. The latest SOCRRA numbers were discussed.

- Latest trends are showing decreased solid waste tonnage
- EGLE grant opportunities were discussed

6. NEW BUSINESS

A. Chairperson Oesterle did a round table with the members regarding new business:

- Members should continue to brain storm about the clean-up day event and be prepared to finalize some details at the July meeting.
- July meeting is scheduled to be in-person.

7. PUBLIC COMMENTS

A. No public present

8. COMMISSIONER COMMENTS

- Councilmember Edgar gave a City Council update regarding the following:
 - Utility Billing – No water rate increases
 - Utility Billing – Monthly water billing coming as well as 8.5” x 11” bills
 - Promotions – Place advertisements in the utility bills

9. ADJOURNMENT

Motion by Al Lewis, seconded by Steven Gold to adjourn the meeting.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED, Meeting adjourned at 8:22pm.

Minutes prepared by David DeCoster



CITY OF OAK PARK

Department of Recreation

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

CITY OF OAK PARK

PARKS AND RECREATION COMMISSION

REGULAR MEETING: June 16, 2021

- I. Meeting called to order by at: 7:02 p.m.
By: Patrick North
- II. Introductions/ Members Present: Andrew Cissell, Patrick North, Beverly Wiggins, Mickey Alderman, Theresa Lorick-Henderson, Alexander Simpson, Juanita Bell

Members Excused: n/a

Members Absent: Dwight Thomas, Diane Spiller

City Council Members Present: Julie Edgar

Staff Members Present: Laurie Stasiak, Recreation Director

Guests Present: none

- III. Approval of Agenda for June 16, 2021.

Motion: Mickey Alderman

Seconded: Patrick North

Agenda Approved

- IV. Approval of Minutes of Parks and Recreation Commission Meeting of May 19, 2021.

Motioned by: Theresa Lorick-Henderson

Seconded by: Alexander Simpson

Meeting Minutes **Approved**

- V. Council Comments

1. We have been very busy in the City lately. At the June 7th meeting, a lot of questions about water billing came up. Water bills will start to be billed monthly, which is good for two

reasons. One, it gives people a better understanding of their own use. And two, it helps people budget better. We think it's going to be a net gain for everybody.

2. City Council has approved payment for all pool repairs.

3. Oak Park is now naming certain areas of the City and has created the Water Tower Social District (along 11 Mile between Tyler and Gardner St.). This will enable people to take alcohol outside of the establishments there in clearly marked cups and walk along the street to other establishments in the District. It will be interesting to see how it plays out.

4. \$2.9 million in federal stimulus money has not come yet. The Council tentatively plans for the money to be used for unpaid water bills, and to fix infrastructure of the City.

VI. Recreation Updates:

A. All City offices are open now, and slowly but surely we will open the community Center at 50% capacity starting July 1st. We will start renting the rooms in the facility. Shelters are back in use and pool is at 100% capacity. The pool is nice and new and will open up Saturday the 19th from 1-6 p.m.

B. Pool schedule: Women's only is Monday & Wednesday, 7:30-9 p.m. and Friday 10:30 a.m.-12 p.m. Men only is Tuesday and Thursday 7:30-9 p.m.

C. We haven't seen a magazine in over a year which has hurt our programming. The new magazine is coming soon. The City hired a new Communications Director, Courtney Flynn.

D. Summer Camp: Camp starts on June 21. We only have 14 campers signed up so far, which is about half of what we usually have at this time.

E. Youth soccer just ended. We only had 31 kids which is very low for us. Youth baseball is coming up in the fall.

F. The Teen Council's next meeting is June 30th at 4 p.m. in Shelter 1. Discussion will include park cleanups, among other things.

G. Senior Picnics: Last Friday, June 11th, we had Topp Dogg hot dogs and we had a great time. Our second senior picnic is on June 25th. Lunch will be D Loft Café, once again at Shelter 1. Because of this, we filled up our first Senior Lunch Outing – going to the Henry Ford 50-01 restaurant on June 24. We have 8 people going to that.

H. Senior Bingo is coming back. It will be held every Monday in Room B from 11 a.m.-12:30 p.m. This will actually be our first indoor event.

I. Fourth of July events have all been cancelled. These events take about a year to plan, and when the call to cancel it was made, the Covid numbers were really high in the state of Michigan. The numbers are lower now, but the Council made the right call to cancel the plans.

J. In place of the 4th of July events, we have Family Fun Packs: crafts, games, recipes, and a lot of fun stuff. The bags were sponsored/paid for by PNC Bank. They cost \$5 per family, and you must prepay at the Recreation office.

K. The Farmers Market will open for the season on July 7th. Sponsors include Humana and Beaumont Hospital. The Power of Produce - a free program for adults and kids – will be back this year. The market is in a new location, on Coolidge in the high school parking lot.

L. Concerts will begin when we get sponsors. The proposed concert date of Aug. 26 will be in the social district (parking lot) on 11 Mile. We will have 4 mini concerts in place of our regular Thursday evening ones, although things may change after July. These mini concerts will start on July 15.

M. The Fall Festival (taking place of Summer Blast) may be held on Oct 2nd. This may also be moved to the social district. There will be a barbecue battle, a concert, and some family events there as well.

N. One of the things City Council budgeted for is our Recreational Asset Facility Study. An outside company will come in to record and study all we have and do not have, and one of the primary goals of this Council is Recreation.

VI. Old Business – Commission

Sub Committee Report – Dog Park Committee Update, Andrew Cissell, and Chair
- The dog park planning is coming along well. Our survey is finished, and we had a great response. Our community supports the idea.

We have pretty much worked out the site plan, and it seems that the park will be larger than we first thought. We plan to have a large dog area, a small dog area, and an area for shy/less social dogs. We have a set budget for \$150,000 and will try to raise money beyond that number. Soon we will be reaching out to the residents who live within 300 ft. of the proposed location, and we have scheduled a Town Hall Meeting at Lessenger Park on August 11 at 6 pm.

Juneteenth Committee Update: Juanita Bell and Alexander Simpson - The event/video will be on Cable TV starting at 12:01 am on June 19th. The video will include a senior group called Dynamic Divas to perform and Lashelle School of Dance will also perform. We have 8th, 10th, and 11th grade student essay winners who have recorded their speeches, there will be clips from various Oak Park city and government officials and members of the committee performed a skit. Councilmember Shaun Whitehead will be narrating the video.

VII. New Business – Commission

- a. The Fall Festival may be held on Oct 2nd – tentative date for now.
Discussion: Ad Hoc Committee for Oak Park's Got Talent (tabled until next meeting)
- b. Our next Parks and Recreation Commission meeting will be held July 21 at Lessenger Park. Bring your own chair.

IX. Announcements

Theresa's daughter graduated from Oak Park High with honors and has received a full ride scholarship to Miles College, in Alabama. Patrick and his wife are having another baby! Congratulations to both!!

Meeting adjourned at 8:05p.m.

Motioned by: Patrick North
Seconded by: Beverly Wiggins
Motion **Passed**

Respectfully submitted,
Theresa Henderson, Recording Secretary
Danielle Fracassa, Recreation Administration Clerk



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 2, 2021

AGENDA #

SUBJECT: Resolution to concur in the rules and regulations concerning the Oakland County Street Tree Enhancement Match (OAKSTEM) Pilot Program.

DEPARTMENT: Public Works - KJY

SUMMARY: The OAKSTEM Pilot Program requires the City to concur with their rules and regulations for acceptance into the program. The proposed rules have been reviewed by Legal, Finance, and Public Works staff and are found to be acceptable.

FINANCIAL STATEMENT: N/A.

RECOMMENDED ACTION: It is recommended that the City Council approve the attached resolution.

APPROVALS:

City Manager: _____

Finance Director: _____

Department Director: _____

Legal: _____

Budgeted: ☐

EXHIBITS: OAKSTEM Resolution

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

**RESOLUTION OF THE CITY OF OAK PARK
TO APPROVE OUR PARTICIPATION IN THE OAKLAND COUNTY STREET
TREE ENHANCEMENT MATCH (OAKSTEM) PILOT PROGRAM**

At a Regular Meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held at Oak Park City Hall located at 14000 Oak Park Boulevard on the 2nd day of August 2021, at 7:00 p.m.

WHEREAS, Oakland County has established the OAKSTEM 2021 Oakland County Street Tree Enhancement Match Pilot Program (the “Program”) for communities that are wholly or partly within the George W. Kuhn (GWK) Drainage District; and

WHEREAS, the Program seeks to assist GWK Communities by providing limited matching funds for street tree planting projects on public road rights of way (ROW) that are under their jurisdiction or on public road ROW directly adjacent to land publicly owned by the GWK Communities; and

WHEREAS, the City of Oak Park (the “Community”) wishes to submit a 2021 OAKSTEM Program Application seeking matching reimbursement funds from the Program, in an estimated amount of \$15,269.00 on a 1 / 1 matching basis for reimbursement for a project briefly described as an effort to decrease impervious surface area and increase the tree canopy in the City of Oak Park, which is located in the GWK Drainage District; and

NOW THEREFORE, the City Council of the City of Oak Park, Oakland County, Michigan hereby approves (i) the completion and submission of the 2021 OAKSTEM Application to seek funding through the Program; (ii) if the Application is approved by Oakland County, the Community’s participation in the Program; and (iii) the appropriation and expenditure of funds necessary or appropriate to fund its obligations under the Program as set forth in the Application and the Cost Participation Agreement, and hereby authorizes City Manager, Erik Tungate to sign the Application and all Agreements and take any other action necessary or appropriate on the Community’s behalf to participate in the Program and certifies that the Community will comply with the Program’s requirements, including submittal of a final report and other documentation as required by the County, as a condition to receiving reimbursement in accordance with the Program.

YEAS: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED

Edwin T. Norris
City Clerk

Dated:

MERCHANT'S LICENSES - AUGUST 2ND, 2021

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
KAMILLION BEAUTY	25595 COOLIDGE	\$150.00	HAIR SALON BOUTIQUE
PURPOSE HEALTHCARE TRAINING	25900 GREENFIELD 260	\$150.00	TO EDUCATE INDIVIDUALS WITH HEALTHCARE TRAINING TO CARE FOR OTHERS.
FLAVORS STUDIO	10740 NINE MILE	\$150.00	HAIR SALON
PRETTY BROWZ & SPA	13381 W. TEN MILE B	\$150.00	EYEBROW THREADING, TINTING, WAXING
RENEWALS	ADDRESS	FEES	BUSINESS TYPE
WOODWAY CORPORATION	12981 CAPITAL	\$150.00	GENERAL CONTRACTOR
D/A CENTRAL	13155 CLOVERDALE	\$150.00	SECURITY SYSTEMS, IT SERVICES, ALARM, VIDEO SURVEILLANCE
SUNUGAL HAIR BRAIDING	22131 COOLIDGE	\$150.00	HAIR SALON
WEAVE WORLD WHOLESALERS	24725 COOLIDGE	\$150.00	HAIR AND ACCESSORIES
SPEEDWAY	24771 COOLIDGE	\$150.00	GAS STATION
INNOVATIVE HEARING SERVICES	25211 COOLIDGE	\$150.00	AUDIOLOGY - TESTING, SALES, REPAIRS
CONGREGATION AISH HATORAH	25725 COOLIDGE	\$150.00	RELIGIOUS USE - NON-PROFIT CORP. PROVIDES JEWISH PROGRAMMING AND LEARNING EXPERIENCES
OAK PARK BARBERS	26003 COOLIDGE	\$150.00	BARBERSHOP
WINK & WAX LLC	26011 COOLIDGE	\$150.00	EYELASH & WAXING, SPA AND ESTHETIC STUDIO
STAR BAKERY	26031 COOLIDGE	\$150.00	BAKERY
METRO FRAME	26045 COOLIDGE	\$150.00	FRAME SHOP
CUSTOM CONCEPT COLLISION	14051 ELEVEN MILE	\$150.00	AUTO BODY SHOP
CLIRTS SERVICE	14611 ELEVEN MILE	\$150.00	AUTO REPAIR
KABOB CONEY ISLAND	21700 GREENFIELD 120	\$150.00	RESTAURANT
EMAGINATIONS	21700 GREENFIELD 123	\$150.00	
BROAD COVERAGE	25900 GREENFIELD 206	\$150.00	MARKETING FIRM
SOLTMAN HEATING & COOLING	8650 NINE MILE	\$150.00	HVAC COMPANY
CAIR HAIR COLLECTION	8660 NINE MILE	\$150.00	HAIR EXTENSION STORE
WIRELESS U NOW	8980 NINE MILE	\$150.00	CELLULAR, METRO BY TMOBILE
BUENA FE	10116 W. NINE MILE	\$150.00	RESTAURANT
SILVA'S EUROPEAN HAIR DESIGN	10132 NINE MILE	\$150.00	HAIR SALON
CLASSIC EXPRESSIONS	10820 NINE MILE	\$150.00	CLOTHING ALTERATIONS AND DRESSMAKING; FABRIC SALES
VALVOLINE INSTANT OIL CHANGE	13300 NINE MILE	\$150.00	AUTO SERVICE
PUBLIC SERVICE CREDIT UNION	13401 W. NINE MILE	\$150.00	CREDIT UNION

CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE

Today's Date: 7.12.21

Applicant Information

Applicant/Business Name: BOOK BEAT
Applicant/Business Address: 26010 Greenfield
Phone number: 248-968-1190 E-Mail Address: bookbeatcolleen@gmail.com
Relation of applicant to business: co-owner

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

Owner Information

Cary LOREN
Owner or manager of site: Colleen Kammer Phone: 248-5579013

Names and addresses of partners or officers of corporation:

16200 Roanoke # 202
SFLD, mi 48237

Event Information

Proposed date(s) of event: SUN Aug. 15 Has this event been held previously? ☒ Yes ☐ No

Address or location of event: 26010 Greenfield Oak Park

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

39th Year in Business Anniversary
Nature, purpose, and detailed description of event: BOOK SALE, Sidewalk
sale, ~~author autographing~~ Author autographing,
musicians in a tent performing

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

If yes, please describe how so: we're ~~inviting~~ our customers
& general public to our celebration & sale
sale books & Authors will be @ tables outside the store

Estimated number of people attending event? 2500 Hours of Event: 12-4 p.m.
up hopefully

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:

yes, if we can get a food truck
not sure of who we can get just yet

Will the food be prepackaged or prepared on site: if food truck 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: NO

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

Technical/Support

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

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

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

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

20'x20' or 20'x30' 2 cant remember
get — but if you see a past form of ours that
is the size ..

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.

Colleen Kammer

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: Book Beat

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
Special Event Fee	\$ 100.00
Liquor License -	
New On-Premises Consumption or transfer of owner	\$ 800.00
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
Voter List	\$ _____
Other: _____	\$ _____

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

Received From: BOOK BEAT
Date: 07/12/2021 Time: 3:53:52 PM
Posting Date: 07/12/2021
Receipt: 423975
Cashier: slukasik

ITEM REFERENCE	AMOUNT
BUSI Special Business Lic/Permits	
Special Business Lic/Permits	\$100.00
TOTAL	\$100.00
CHECK 35917	\$100.00
Total Tendered:	\$100.00
Change:	\$0.00

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Book Beat – 39th Anniversary Sidewalk Sale
26010 Greenfield

DATE: August 15, 2021 at 12:00 pm – 4:00 pm

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
TECHNICAL AND PLANNING <i>Rob Barrett</i> <i>*Daniel Fairless</i>	Flame Spread Certificate required for proposed tent. No signs, displays, etc. Permitted to create clear vision obstruction for parking lot traffic. Proposed Food Truck would require separate application and approval. Final site restoration inspection required after end of event.	15 mins.	NA
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety will conduct periodic checks as part of normal patrols	30 mins	Na
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Kevin Yee</i>	N/A	N/A	N/A
ADDITIONAL <i>Administration</i>	N/A	N/A	\$100 fee paid

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

Today's Date: 7-26-21

Applicant Information

Applicant/Business Name: Solomon M Radner

Applicant/Business Address: 26071 Radcliff Place

Phone number: 248-372-1749 E-Mail Address: SolomonRadner@gmail.com

Relation of applicant to business: I reside on the block

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

Owner Information

Owner or manager of site: Radcliff Place - no owner; just residents Phone: _____

Names and addresses of partners or officers of corporation:
everyone who resides on Radcliff Place

Event Information

Proposed date(s) of event: August 15, 2021 Has this event been held previously? ☒ Yes ☐ No

Address or location of event: Radcliff Place

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: to gather with neighbors and friends and enjoy the summer.
We would like to block off the street during the hours of 11 AM through 3 PM.

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

If yes, please describe how so: everyone can come join the party

Estimated number of people attending event? 50 Hours of Event: 11 AM - 3 PM

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 : N/A

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:
hot dogs, sodas, chips, candies, and other goodies for the kids - and anything else anyone wants to bring out for the kids!

Will the food be prepackaged or prepared on site: no

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: NO video games. That defeats the purpose of having an OUTDOOR block party!

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

Technical/Support

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

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

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

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

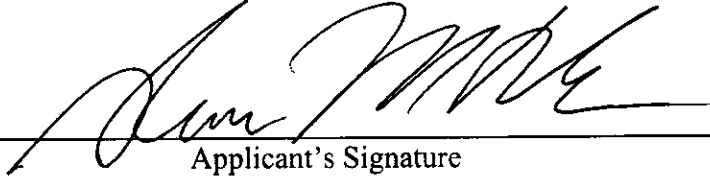
Please Note: *If a temporary generator or electric supply source is provided, you must provide an Electrical permit by a licensed electrical contractor. Also, you will need certification of flame spread rates of all canvas and/or cloth enclosures.*

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

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

APP FEE WAIVER REQUESTED..

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

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Radcliff Place Block Party

26071 Radcliff Place

DATE: August 15, 2021 at 11:00 am – 3:00 pm

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
TECHNICAL AND PLANNING <i>Rob Barrett</i>	Based on description of event on the application there will be no T&P Dept. Services required.	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety to conduct periodic checks as part of normal patrols	30 mins	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Kevin Yee</i>	DPW staff will drop off barricades Friday and pick up barricades Monday.	1 Hour	N/A
ADDITIONAL <i>Administration</i>	N/A	N/A	\$100 fee waiver requested



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 2, 2021

AGENDA #

SUBJECT: Request from Great Lakes Contracting Solutions Co. for a contract extension of the 2021 Catch Basin Line Replacement Project, M-725.

DEPARTMENT: Technical & Planning - Engineering

SUMMARY: Request from Great Lakes Contracting Solutions Co. of Waterford, MI for a contract extension of the 2020 Catch Basin Line Replacement Project, M-712. Great Lakes Contracting Solutions has indicated that they would like to execute a one (1) year extension of their unit prices from this project to perform similar work in the areas shown on the attached map and located primarily from our cleaning and televising project. This project will repair catch basin lines in the areas shown on the attached map. The attached estimate for these repairs totals \$221,750.37.

FINANCIAL STATEMENT: There is \$500,000 budgeted in the Water and Sewer Fund for these repairs.

RECOMMENDED ACTION: It is recommended City Council approve the offer for the contract extension from Great Lakes Contracting Solutions Co. of Waterford, MI for the 2021 Catch Basin Line Replacement Project, M-725 for a total amount of \$221,750.37. Funding is available in the Water and Sewer Fund 592-18-550-970.

APPROVALS:

City Manager: _____ *ET* _____ Department Director: _____ *RMB* _____

Finance Director: _____ Legal _____

Budgeted ☐

EXHIBITS: Extension letter from Great Lakes Contracting Solutions, Estimate of work, map



2300 Edinburgh, Waterford, MI 48328
Phone: (313) 962-0400/Fax: (313) 962-0404

April 22, 2021

VIA EMAIL: DSAMUEL@OAKPARKMI.GOV

City of Oak Park
Attn: Danfred Samuel
Engineering Technician
Technical & Planning Department
14000 Oak Park Blvd
Oak Park, MI 48237

RE: CITY OF OAK PARK
2020 CATCH BASIN LINE REPLACEMENT PROJECT M-712
CONTRACT UNIT PRICE EXTENSION

Dear Mr. Samuel,

Great Lakes Contracting Solutions, LLC ("GLCS") agrees to extend the contract above at the unit prices stated in the contract for additional work in the 2021 construction season. The contract extension is conditioned upon the scope of work being consistent with the previous work and that the City provides GLCS a list of locations to stage our work accordingly.

Please let us know if there is anything else you may need.

Sincerely,
GREAT LAKES CONTRACTING SOLUTIONS, LLC
Philip A. Sakalian
Digitally signed
by Philip A.
Sakalian
Date: 2021.04.22
15:03:30 -0400
PHILIP A. SAKALIAN
MEMBER

PAS:SM

cc: FILE

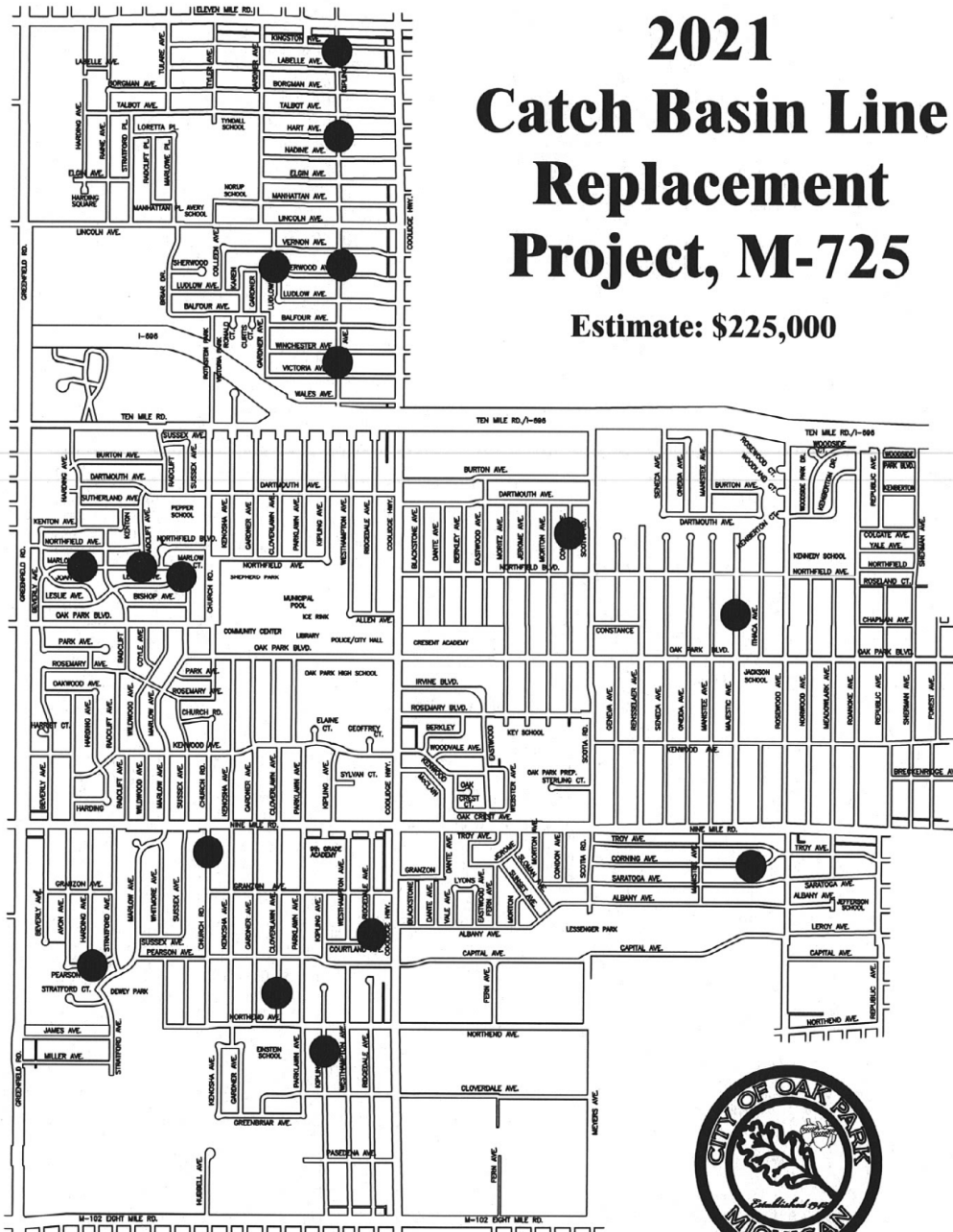
2021 CATCH BASIN LINE REPLACEMENT PROJECT, M-725
EXHIBIT A

ITEM	DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
1	REMOVE CONCRETE PAVEMENT MODIFIED	1,052	SYD	\$13.85	\$14,564.92
2	CONCRETE PAVEMENT W/INT CURB AND GUTTER 9" CONC. MODIFIED	1,032	SYD	\$67.10	\$69,275.75
3	SIDEWALK CONC. NON-REINFORCED 6" SIDEWALK/DRIVE APP MODIFIED	173	SFT	\$8.55	\$1,476.93
4	SIDEWALK CONC. NON-REINFORCED 4" SIDEWALK/DRIVE APP MODIFIED	0	SFT	\$6.75	\$0.00
5	ADJUSTING DRAINAGE STRUCTURES	29	EA	\$835.00	\$24,215.00
6	24" CURB AND GUTTER SECTION 9" CONCRETE NON REINFORCED	0	LFT	\$24.75	\$0.00
7	SEWER REMOVE LESS THAN 24"	525	LFT	\$15.00	\$7,875.00
8	SEWER 8" SCHEDULE 40 PVC PIPE TRENCH DETAIL B	77	LFT	\$65.50	\$5,043.50
9	SEWER 10" SCHEDULE 40 PVC PIPE TRENCH DETAIL B	393	LFT	\$77.55	\$30,477.15
10	SEWER 12" SCHEDULE 40 PVC PIPE TRENCH DETAIL B	55	LFT	\$95.00	\$5,225.00
11	AGGREGATE BASE UNDER 9" CONCRETE (6" 21AA CR. LIMESTONE)	1,032	SYD	\$11.80	\$12,182.62
12	DRAINAGE STRUCTURE REMOVING MODIFIED	1	EA	\$587.00	\$587.00
13	DRAINAGE STRUCTURE, 24" INLET MODIFIED	1	EA	\$1,200.00	\$1,200.00
14	DRAINAGE STRUCTURE, 48" DIAMETER MODIFIED	1	EA	\$2,520.00	\$2,520.00
15	DRAINAGE STRUCTURE COVER	750	LBS	\$1.85	\$1,387.50
16	SEWER TRAP, 12" AND UNDER	9	EA	\$450.00	\$4,050.00
17	SEWER TAP, 12" AND UNDER	2	EA	\$400.00	\$800.00
18	4" OR 6" PVC PIPE WITH BACKFILL		LFT	\$35.00	\$0.00
19	TUCK POINT DRAINAGE STRUCTURE	5	EA	\$750.00	\$3,750.00
20	CLASS A SODDING	117	SYD	\$30.00	\$3,520.00
21	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	20	SFT	\$20.00	\$400.00
22	MOBILIZATION, 5% MAX	1	LSUM	\$8,600.00	\$8,600.00
23	MINOR TRAFFIC DEVICES, 5% MAX	1	LSUM	\$7,500.00	\$7,500.00
24	PROJECT CLEAN UP, 5% MAX	1	LSUM	\$7,500.00	\$7,500.00
25	INSPECTION CREW DAYS	\$320	DAY	30.00	\$9,600.00
TOTAL AMOUNT:					\$221,750.37

City of Oak Park

2021 Catch Basin Line Replacement Project, M-725

Estimate: \$225,000





BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 2, 2021

AGENDA #

SUBJECT: Proposals for professional services for the stormwater utility appeals process from OHM Advisors.

DEPARTMENT: Technical & Planning – Engineering *KJY*

SUMMARY: Attached is a proposal for the stormwater utility appeals process from OHM Advisors. This proposal will include verifying the methodology for pervious and impervious surfaces, developing a dispute process, and reviewing an developing the credit application process. They will further be available to review the appeals as needed (not included in the price of the proposal but would be on an hourly basis). The cost for the services as outlined is \$19,000. This is an unbudgeted expense but we feel it is necessary to develop an acceptable appeals process.

FINANCIAL STATEMENT: Funding is available in the Water and Sewer Fund fund balance for this expenditure.

RECOMMENDED ACTION: It is recommended that the proposal for the stormwater utility appeals process from OHM Advisors be approved for the hourly, not to exceed amount of \$19,000. Funding is available in the Water and Sewer Fund balance for this expenditure.

APPROVALS:

City Manager: ET Department Director: RMB

Director of Finance: _____ Legal: _____

Budgeted: ☐

EXHIBITS: Proposal



July 20, 2021

Robert Barrett
Technical and Planning Services Director
City of Oak Park
14300 Oak Park Blvd.
Oak Park, MI 48237

RE: Proposal for Stormwater Utility Implementation

Dear Mr. Barrett:

The City of Oak Park recently implemented a stormwater user fee (Stormwater Utility) to equitably distribute costs associated with stormwater discharge to the George W. Kuhn drainage network and retention basin. Since implementation, City staff have had received several inquiries and disputes related to assessment of the fee. OHM has prepared this proposal to assist the City in reviewing these and helping the city develop a formal process for the future. To facilitate your review, this proposal is organized as follows:

- ▼ Project Understanding
- ▼ Schedule
- ▼ Scope of Services
- ▼ Fee

PROJECT UNDERSTANDING

The City of Oak Park recently adopted a modified utility billing method, which separates stormwater from water and sewer charges. As of July 1, 2020, all residential and business property owners were transitioned to the new billing method which included separate line-item cost for stormwater utility fees. Utility fees were determined for each property using a methodology that computes runoff potential by parcel (see equation 1).

$$R = A_p \times 0.15 + A_I \times 0.90 \quad (1)$$

Where:

- R: Runoff Potential (acres)
- A_p: Area Pervious (acres)
- A_I: Area Impervious (acres)

As part of this billing method change, the City developed several resources to assist in outreach to the community. This included creation of key stakeholder property owner group (industrial, commercial and faith based), townhall meetings, a web page and flyers for three property owner classifications. The City also developed a credit program which can be used by residential and commercial property owners to reduce charges annually. Included within this credit program are rain barrels, rain gardens, cisterns, infiltration practices, pervious pavements, bioswales and detection ponds.



Since the roll out in 2020, the City has received several complaints from property owners either refuting their bill or requesting credits. While documentation has been prepared regarding credits, the City is seeking assistance from OHM in helping to develop formalized processes to review these concerns.

Since meeting with the City on July 12, 2021, we have reviewed the City's available program information as well as billing information. We have also reached out to gain an understanding of the George W. Kuhn Drainage System billing methodology. Based on this, we have several key observations:

- The City's program documentation indicates that property owners are charged based on impervious area and pervious area, however, the documentation lacks clear definition relative to impervious area distinctions.
- The City's Credit System provides annual credits for several practices, but in some instances, lacks a clear engineering basis for determining credits for specific sites.
- Under the current GWK billing methodology, the City is assessed its stormwater charge based on a combination of debt cost, operational expenses and volume-based charges from GLWA. The City of Oak Park portion of these costs is a fixed percentage based on a sewershed land use review.

Based on the above noted items, OHM proposes to assist the City in addressing the above concerns as part of a three-phased approach:

1. Develop documentation of engineering basis used in the computation of drainage charges.
2. Establish a process through which property owners can formally inquire or refute charge assessment. This will include development of forms, parcel mapping report formats and a methodology to formally review the concern.
3. Perform a deeper dive into the City's current stormwater credit program and provide a recommendation for maximum credits – particularly for zero discharge sites. This will include a review of the City's current rate structure and GWK billing methodology.

SCOPE OF SERVICES

Task 1 – Impervious and Pervious Cover Determination

Under this task, OHM will review current data assumptions for impervious cover and work with the City to determine classifications for pervious or impervious surfaces. Under the current standard, the City only considers whether a material is impervious or pervious. OHM will provide the city with a table that differentiates surfaces and provides reference images. The table will be developed based on a review of peer community and local county stormwater standards and ordinances. This information will be suitable for posting on the City website.

Deliverable:

- ▼ Technical memorandum on impervious/pervious distinction.

Meetings

- ▼ 1 meeting with City Staff (review draft documents)

Task 2 – Dispute Process Development

As part of an effort to increase transparency and understanding for property owner bills, OHM will assist the City in developing a dispute review process. This process will generally include the following:

1. Work with the city to develop a standard GIS based map that denotes impervious/pervious area for individual project sites.



2. Create a worksheet for property owners to report apparent discrepancies. This will include methodology for measurements and required documentation of the conditions. The worksheet is intended to correct discrepancies in characterizing impervious or pervious distinctions.
3. Develop a standard process to receive, review and correct impervious/pervious discrepancy reports. This will also include a decision whether corrections will include retroactive adjustments to billing.

Deliverable:

- ▼ Impervious area correction worksheet
- ▼ Technical memorandum on dispute process

Meetings

- ▼ 1 meeting with City Staff (to review draft documents)

Task 3 – Credit Development and Application Process

Credits are often part of Stormwater Utilities that provide property owners with the opportunity to reduce their rate by performing improvements that reduce stormwater runoff to the surrounding system. Currently, the City includes provisions for this within a credit document. As part of this task, OHM will perform a deeper dive into the credit methodology and help the City to determine a maximum site credit. OHM will coordinate with the Oakland County Water Resources Commissioner's office to review current billing methodology and also discuss future strategies relative

This task will also include memorializing the required documentation for property owners to prove whether a site is disconnected from the Oak Park sewer system. This will include:

- ▼ Required level of stormwater management and provisions for full site infiltration.
- ▼ Required geotechnical tests and frequency of testing.

Deliverable:

- ▼ Update to the City's credit program document

Meetings

- ▼ 3 meetings with City Staff
- ▼ 1 meeting with Oakland County WRC Staff

Task 4 – As needed Assistance

This task is as-needed and can be performed on an hourly not-to-exceed basis, to assist the City with the following:

- ▼ Additional public relations efforts to develop infographics, flyers or content to support review
- ▼ Responding to questions from customers, such as billing disputes and other billing-related questions
- ▼ Assisting with additional GIS implementation and data review
- ▼ Assisting with stormwater credit application reviews

A scope and fee will be provided to the City in advance, and OHM will only commence work on items under Task 4 with the prior approval of the City.

SCHEDULE

OHM anticipates that Task 1 can be completed within 2 weeks of written authorization. Other tasks can proceed over a three-month period.

OHM proposes to provide the above outlined professional services on an hourly basis with a not to exceed budget.

Task 4 – As-Needed Assistance TBD (only as directed by City)

Sincerely,
OHM Advisors

CC:

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** August 2, 2021**AGENDA #****SUBJECT:** Request Authorization to purchase single axle dump truck.**DEPARTMENT:** Public Works - *KJY***SUMMARY:** The Public Works Department is requesting authorization to purchase the following vehicles from the Rochester Hills pre-bid contract:

Vehicle:	Department:	Amount: (Pre-Bid Contract)	Account:
2023 Freightliner 39,000 GVW Chassis Single Axle Dump Truck and vehicle upfitting	Public Works	\$209,060.40 (Rochester Hills Co-op RFP-RH-13-030 and RFP-RH-20-023)	Major Streets: 202-18.479-970 (Budgeted: \$105,000) Local Streets: 203-18.479.970 (Budgeted: \$105,000)

FINANCIAL STATEMENT: Funding for the above vehicle is available in the Major and Local Streets Funds.**RECOMMENDED ACTION:** It is recommended that City Council authorize the Public Works Department to participate in the Rochester Hills pre-bid contract for a 2023 Freightliner Single Axle Dump Truck and vehicle upfitting totaling \$209,060.40. Funding is available in the Major and Local Streets Funds.**APPROVALS:**City Manager: ETFinance Director: SCDepartment Director: KJY

Legal: _____

Budgeted: ☐**EXHIBITS:** None



CITY OF OAK PARK

COMMUNICATIONS AND PUBLIC INFORMATION

Courtney Flynn, Director

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

Meeting of the Oak Park City Council City Manager's Report Aug. 2, 2021

COMMUNITY ANNOUNCEMENTS

1. **Oak Park Dog Park Town Hall:** Aug. 11 at 6 pm near the old baseball diamond at Lessenger Park. Members of the Oak Park Dog Park Committee will provide information on the proposed plans for the dog park and listen to attendees feedback, answer questions.
2. **Utility Bill Town Hall:** Aug. 16, 5:30 pm at City Hall in Council Chambers
 - City officials will provide information on Utility Bill updates and our water and sewer system.
 - Utility Division Staff will be available to answer specific bill related questions.
 - The July Town Hall is available on the City's YouTube and information on utility assistance programs is available on our website and in various city buildings.
3. **Oak Park Film Festival:** Entrees are now being accepted for the first-ever Oak Park Film Festival to be held Oct. 8-10. Information on the event and where to submit entries can be found online.
4. **Oak Park Cleans-Up:** Registration now open for the Sept. 12 Oak Park Clean Up event being hosted by the Recycling and Environmental Conservation Commission. More information available online.
5. **Thursday Night Summer Concert Series:**
 - Aug. 12: Mainstreet Soul; sponsored by Humana and Oak Street Health
 - Grassy area by Shelter 2
 - Aug. 19: Bobby Murray; Sponsored by Value Wholesale
 - Grassy area by Shelter 2
 - August 26: TBD
 - Water Tower Social District
 - All concerts are from 7 – 8:30 pm
 - Bring your lawn chair
 - Food for purchase available
6. **Senior Pop-Up Concerts:** Thursdays, Aug. 5 and 19, 1 – 2 pm, Shelter One at Shepherd Park, Sponsored by Humana.

7. **Senior Picnic Lunches:** Fridays, Aug. 13 and 27, 12-1:30pm, Shelter One at Shepherd Park; must pre-register and pay the Monday prior; Co-Sponsored by Oak Street Health.
8. **Farmers Market:** Continues every Wednesday in the Oak Park High School Parking Lot between 9am-2 pm; Senior Market Day: Sept. 1.
9. **Dog Day at the Pool:** Aug. 22 Cost: \$10 Pre-registration/\$15 at the door. Includes 55-minute dog swim, and a gift for the owner! Must show proof of vaccines.
 - Times: Under 30lbs – 1pm-1:55pm; 30-69lbs – 2:00pm-2:55pm; 70+ lbs – 3:00pm - 3:55 pm.
10. **Mother-Son Dance:** Aug. 28, 5-8 pm, Cost: \$30 per couple and \$12 per additional son; includes food, DJ, photobooth and a rose for mom.
11. **Pool Times and Programs:**
 - **Teen Swim:** Aug. 14, 6-7:30 pm, includes swimming, music, and games! \$2 fee for residents and \$4 for non-residents. Must provide proof of age upon entry!
 - **Male-Only Swim:** Tuesdays and Thursdays: 7:30- 9pm; additional swim times just added, Monday and Wednesday: 11:30am – 1pm
 - **Female-Only Swim:** Mondays and Wednesday: 7:30- 9pm, Sundays: 10:30am-12pm; additional swim times just added Tuesday and Thursday: 11:30am-1pm
 - **Water Aerobics:** Cost: \$3 Resident/\$4 Non-Resident M/W/F through Aug. 20, 9-10 am; Sunday (Female-Only): through Aug. 15. 9 -10 am.
 - Hours of operation can be found online
12. **Now Registering:** Fall Adult Kickball Leagues (M/F); Fall Youth Soccer (U10, U8, U6, U4)
13. **New Services at the Library:**
 - Free notary service available by appointment only.
 - Test proctoring by appointment at no cost
14. **Rainforest themed take-home craft:** Free and available while supplies last Aug. 2-6 at the Library.
15. **Summer Reading:** Logs due Aug. 9-13. Children who have already signed up for the reading program must submit logs to receive their reading certificate and book prize.

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

**RESOLUTION APPROVING LANGUAGE FOR BALLOT PROPOSAL 21-01
RENEWAL OF PARTIAL HEADLEE OVERRIDE MILLAGE
FOR PUBLIC SAFETY PURPOSES
FOR THE NOVEMBER 2, 2021 GENERAL ELECTION**

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

1. At the November 2, 2021 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. 21-01

**RENEWAL AND RESTORATION OF PARTIAL HEADLEE OVERRIDE MILLAGE
FOR PUBLIC SAFETY PURPOSES**

This ballot proposition, if approved, will authorize the renewal of a levy of 1.1437 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 for 10 years, from 2022 through 2031, inclusive. Of the 1.1437 mills, the 0.0787 increase represents a restoration of the 1.1437 mill authorization previously approved by the electors. Revenues from this millage renewal will be available only for the purpose of funding personnel, equipment and operations of the department of public safety, including but not limited to paying the costs of employing public safety officers and purchasing police cars and police and fire equipment.

Shall the City of Oak Park, Oakland County, Michigan, be authorized to renew and restore its tax levy by 1.1437 mill 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 2022 through 2031, 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 personnel, equipment and operations of the Department of Public Safety, including but not limited to paying the costs of employing public safety officers and purchasing police cars and police and fire equipment, and paying any and all other costs associated with or related to such purposes? The 1.1437 mill restoration and renewal will generate the anticipated sum of approximately \$624,125.00 in 2021 based on this year's taxable values. A portion of the revenue collected may be subject to capture by the City of Oak Park Brownfield Redevelopment Authority and Corridor Improvement Authority.

Yes
No

2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

3. This Resolution shall become effective immediately upon its passage and adoption.

Yes:
No:
Absent:

RESOLUTION DECLARED ADOPTED.

I, T. EDWIN NORRIS, the duly appointed and qualified City Clerk for the City of Oak Park, Oakland County, Michigan, do hereby certify that the foregoing resolution was adopted by the City Council at a regular meeting held on August 2, 2021 and that public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976.

T. EDWIN NORRIS, City Clerk

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

**RESOLUTION APPROVING LANGUAGE FOR BALLOT PROPOSAL 21-02
RENEWAL AND RESTORATION OF PARTIAL HEADLEE OVERRIDE MILLAGE
FOR SOLID WASTE COLLECTION and DISPOSAL
FOR THE NOVEMBER 2, 2021 GENERAL ELECTION**

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

1. At the November 2, 2021 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. 21-02

**RENEWAL OF PARTIAL HEADLEE OVERRIDE MILLAGE
FOR SOLID WASTE COLLECTION and DISPOSAL**

This ballot proposition, if approved, will authorize the renewal and restoration of a levy of one-half mill 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 for 10 years, from 2022 through 2031, inclusive. Of the 1.1437 mills, the 0.0787 increase represents a restoration of the 1.1437 mill authorization previously approved by the electors. Revenues from this millage renewal will be available only for the purpose of funding the collection and disposal of solid waste and paying all costs associated with or related to such purpose.

Shall the City of Oak Park, Oakland County, Michigan be authorized to renew and restore its tax levy by one-half mill on each dollar (\$0.50 per \$1,000) of the taxable value of all property in the City, for an additional period of ten (10) years, from 2022 through 2031, inclusive, all of which tax revenues will be disbursed to the City of Oak Park and used for the purpose of funding the collection and disposal of solid waste and paying all costs associated with or related to such purpose? The one-half mill renewal, if approved and levied, will generate the anticipated sum of approximately \$272,853.00 in 2021 based on this year's taxable values. A portion of the revenue collected may be subject to capture by the City of Oak Park Brownfield Redevelopment Authority and Corridor Improvement Authority.

Yes
No

2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

3. This Resolution shall become effective immediately upon its passage and adoption.

Yes:

No:

Absent:

RESOLUTION DECLARED ADOPTED.

I, T. EDWIN NORRIS, the duly appointed and qualified City Clerk for the City of Oak Park, Oakland County, Michigan, do hereby certify that the foregoing resolution was adopted by the City Council at a regular meeting held on August 2, 2021 and that public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976.

T. EDWIN NORRIS, City Clerk