

Oak Park City Council Agenda

July 2, 2018





AGENDA
REGULAR CITY COUNCIL MEETING
37th CITY COUNCIL
OAK PARK, MICHIGAN
July 2, 2018
7:00 PM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

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

- A. Regular Council Meeting Minutes of June 18, 2018
- B. Request to cancel the regularly scheduled Planning Commission meeting of July 9, 2018
- C. Request to cancel the regularly scheduled Zoning Board of Appeals meeting of July 24, 2018
- D. Recycling Commission Meeting Minutes of April 19, 2018
- E. Request to advertise for bids for the 2018 Joint and Crack Sealing Project, M-681
- F. Request to advertise for bids for the 2018 Block Pruning Project, M-690
- G. Request to declare the listed vehicles surplus to be sold by sealed bid, public auction, or for disposal at the lowest expense to the City in accordance with City policy
- H. Payment Application No. 5 (FINAL) in the amount of \$5,000.00 to Mattioli Cement Co., LLC. for the 2016 Sidewalk Replacement Project, M-627
- I. Payment of invoices from OHM Advisors for the Seneca and Sherman Pocket Parks, Traffic Signal Optimization, SAW Grant Support, GWLA Contract Support and Architectural and Engineering for Court in the total amount of \$86,129.21
- J. Beautification Advisory Commission Meeting Minutes of May 15, 2018
- K. Licenses - New and Renewals as submitted for July 2, 2018

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS: None

8. PUBLIC HEARINGS: None

9. COMMUNICATIONS: None

10. SPECIAL LICENSES:

- A. Special event request and waiver of fee submitted by the Cloverlawn Concerned Citizens' Block Club, 21850 Cloverlawn, for their annual block club party to be held on July 28, 2018

11. ACCOUNTING REPORTS: None

12. BIDS:

- A. Request to award the bid for the 2018 Sidewalk Repair Program, M-676 to Italia Construction Inc. of Washington, MI for a total amount of \$409,132.00

13. ORDINANCES: None

14. CITY ATTORNEY:

15. CITY MANAGER:

Department of Public Works

- A. Request to authorize the Public Works Department to participate in the Oakland County Purchasing bid for the purchase of 1,137 Neptune R900 water meter remote radio reading devices at \$87.94 each (\$99,987.78 total)

16. CALL TO THE AUDIENCE

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

17. CALL TO THE COUNCIL

18. ADJOURNMENT

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



**CITY OF OAK PARK, MICHIGAN
REGULAR COUNCIL MEETING OF THE
37th OAK PARK CITY COUNCIL
June 18, 2018
7:00 PM**

MINUTES

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

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

ABSENT: None

OTHERS

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

APPROVAL OF AGENDA:

CM-06-228-18 (AGENDA ITEM #4) ADOPTION OF THE AGENDA AS PRESENTED – APPROVED

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

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-06-229-18 (AGENDA ITEM #5A-D) CONSENT AGENDA - APPROVED

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

- A. Regular Council Meeting Minutes of June 4, 2018 **CM-06-230-18**
- B. Recycling Commission Meeting Minutes of February 15, 2018 **CM-06-231-18**
- C. Request to advertise for bids the 2018 Pocket Parks Construction Project, M-689 **CM-06-232-18**
- D. Licenses - New and Renewals as submitted for June 4, 2018 **CM-06-233-18**

**MERCHANT'S LICENSES – June 18, 2018
(Subject to All Departmental Approvals)**

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
SB IMPORT & EXPORT LLC	21000 COOLIDGE A	150.00	TOBACCO WHOLESALE

<u>RENEWALS</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
PIK-NIK BASKET	8511 NINE MILE	225.00	RESTAURANT
XQUISITE STYLZ LLC	22111 COOLIDGE	225.00	RETAIL
NIK NECESSITIES	22041 COOLIDGE	225.00	RETAIL
DANIEL S. LAZAR D.P.M	26106 GREENFIELD A	225.00	MEDICAL

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS:

Oakland County Commissioner Helaine Zack presented information regarding issues and activities related to Oakland County.

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #7A) Director of Technical and Planning Robert Barrett presented the 2018 Sidewalk Replacement Program.

(AGENDA ITEM #7B) Water Supervisor Kevin Vandewalle presented information regarding the City's water and sewer rates.

PUBLIC HEARINGS: None

COMMUNICATIONS: None

SPECIAL LICENSES:

CM-06-234-18 (AGENDA ITEM #10A) SPECIAL EVENT REQUEST - EAST OAK PARK NEIGHBORHOOD ASSOC. - ANNUAL PICNIC - APPROVED

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

Name	Event	Fee
East Oak Park Neighborhood Assoc.	Annual Picnic – Best Park July 21, 2018 11:00 AM – 4:00 PM	Fees waived

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

MOTION DECLARED ADOPTED

**CM-06-235-17 (AGENDA ITEM #10B) SPECIAL EVENT REQUEST –
GRADUATION PARTY, 8611 TROY, STREET CLOSURE
MEADOWBROOK – APPROVED**

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

Name	Event	Fee
Janelle Smith 8611 Troy	Graduation Party – Street Closure Meadowbrook June 30, 2018 12:00 AM – 12:00 PM	App fee \$100-paid

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

MOTION DECLARED ADOPTED

ACCOUNTING REPORTS:

**CM-06-236-18 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF
INVOICES SUBMITTED BY GARAN, LUCOW, MILLER, P.C.
FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$14,762.06
- APPROVED**

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve payment of invoices #496186, #496187 and #496188 by Garan, Lucow, Miller P.C., for legal services rendered through April 30, 2017 in the total amount of \$14,762.06.

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

MOTION DECLARED ADOPTED

**CM-06-237-18 (AGENDA ITEM #11B) PAYMENT OF AN INVOICE SUBMITTED
BY THE LAW OFFICES OF HOWARD L. SHIFMAN, P.C. FOR
LEGAL SERVICES IN THE TOTAL AMOUNT OF \$18,000.00
- APPROVED**

Motion by Radner, Seconded by Weiss, CARRIED UNANIMOUSLY, to approve payment of invoice #13300 to Howard L. Shifman, P.C. for legal services from July 1, 2018 - September 30, 2018 in the total amount of \$18,000.00.

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

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES:

CM-06-238-18 (AGENDA ITEM #13A) SECOND READING AND ADOPTION OF AN ORDINANCE TO AMEND CHAPTER 82, UTILITIES, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTION 82-313 THEREOF - APPROVED

Motion by Radner, seconded by Burns, CARRIED UNANIMOUSLY, to approve the second reading and adopt the following ordinance to amend Chapter 82, Utilities, of the Code of Ordinances of the City of Oak Park, Michigan, by amending Section 82-313 thereof:

CITY OF OAK PARK, MICHIGAN

**AN ORDINANCE TO AMEND CHAPTER 82, UTILITIES, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTION 82-313 THEREOF.
THE CITY OF OAK PARK ORDAINS:**

SECTION 1. Section 82.313 of Chapter 82, Utilities, of Article V. Rates and Charges, of the Code of Ordinances of the City of Oak Park is hereby amended to read as follows:

Sec. 82-313. - Determination.

- (a) *Generally.* The rates and charges to be imposed for the consumption and use of water and sewer services furnished by the city shall be determined by ordinance by the city council from time to time and kept on file in the office of the city clerk.
- (b) *Enumeration.* The rates and charges for consumption and use of water and sewer services are as follows:

- (1) *Water rates.* Effective on all bills rendered on or after July 1, 2018, the rates to be charged for water service shall be as follows:

- a. Forty One dollars and seventy cents (\$41.70) per thousand cubic feet.
- b. Quarterly meter service and maintenance charges, in addition to subsection (b)(1) of this section as follows:

5/8 -inch meter	\$4.75
¾-inch meter	\$5.03
1-inch meter	\$5.42
1½-inch meter	\$8.05
2-inch meter	\$9.14
3-inch meter	\$63.80
4-inch meter	\$69.57
6-inch meter	\$79.40

Minimum quarterly charge (includes water and meter service charge for a 5/8 -inch meter service) \$25.60

- c. The minimum quarterly (three-month) water charge to each premises connected with the water supply system shall be the sum of \$25.60, provided that if there were two or more premises using the city water supply and such premises use one meter, the minimum consumption charge herein specified shall apply to each such premises and to the owner or tenant of each such premises, as applicable.
- (2) *Sewage disposal rates.* The rates to be charged for sewage disposal services shall be as set forth below, and all bills for service rendered on or after the dates set forth shall be computed at such rates:
- a. *Basic sewage disposal rate; minimum quarterly charge.* Commencing July 1, 2018, the basic sewage disposal rate shall be \$95.80 per 1,000 cubic feet of water consumed. The minimum quarterly sewage disposal charge to each sewage disposal services customer shall be \$47.90, provided that if there are two or more premises using the city water supply and such premises use one meter, the minimum consumption charge herein specified shall apply to each such premises and to the owner or tenant of each such premises, as applicable.
- b. *High-strength surcharge.* Effective with all bills rendered on or after August 1, 2018, for flows beginning on or after July 1, 2018, a high-strength surcharge shall be levied against commercial and industrial customers, other than restaurants, contributing sewage to the sewage disposal system with concentrations of pollutants exceeding the following levels:
1. 275 milligrams per liter (mg/l) of biochemical oxygen demand (BOD);
 2. 350 milligrams per liter (mg/l) of total suspended solids (TSS);
 3. 12 milligrams per liter (mg/l) of phosphorus (P);
 4. 100 milligrams per liter (mg/l) of fats, oils, and grease (fog).

The high strength surcharge will be imposed at the following rates:

Pollutant	Charge per pound of excess pollutant
Biochemical oxygen demand (BOD)	\$0.486
Total suspended solids (TSS)	0.493
Phosphorus (P)	7.266
Fats, oils and grease	0.468

- c. *Industrial waste control charge.* Effective with all bills rendered on or after August 1, 2018, for flows beginning on or after July 1, 2018, an industrial waste control charge shall be levied against non-residential customers in an amount determined by the size of the water meter or meters serving such customers as set forth below:

Water Meter Size (inches)	Monthly Charge
5/8 -inch meter	\$9.04
¾-inch meter	13.56
1-inch meter	22.60
1½-inch meter	49.72

2-inch meter	72.32
3-inch meter	131.08
4-inch meter	180.80
6-inch meter	271.20

No such surcharge shall be levied on the basis of any meter which serves exclusively residential users, including all structures designed for habitation including, but not limited to, single-family or two-family dwellings, apartment buildings, condominiums, townhouses, and mobile homes, nor shall such surcharge be levied on the basis of any meter used exclusively for fire protection purposes.

- (3) *Collection policy.* Charges for water, sewer and garbage and rubbish service furnished by the city to any premises shall be a lien thereon, and on March 1 and on September 1 of each year, the person or agency charged with the management of the systems shall certify any such charges which have been delinquent six months or more, to the city assessor who shall enter the same upon the next available tax roll against the premises to which such services shall have been rendered, together with a penalty of an additional ten percent. The charges shall be collected and the lien shall be enforced in the same manner as provided in the respect to taxes assessed upon such roll; provided, that no such charge shall become a lien when a tenant is responsible for the payment of any such charge against any premises and the city has been so notified by the filing of an affidavit that the lease contains a provision that the landlord shall not be liable for payment of water or sewage system bills accruing subsequent to the filing of the affidavit. The affidavit shall be filed with the official in charge of the water works system and 20 days' notice shall be given by the landlord of any cancellation, change in, or termination of the lease. The affidavit shall contain a notation of the expiration date of the lease. In the event of the filing of such affidavit, no further service shall be rendered by the systems to such premises until payment to the city of a cash deposit in accordance with section 82-316.
- (4) *Services outside the city.* Water service provided outside the corporate limits of the city shall be provided by contract only with approval of the city council, and in no event shall the rates and charges for such service be less than the rates charged to customers residing within the corporate limits of the city.

SECTION 3. 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 sections, and in the event that 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 the Ordinance or the Code of Ordinances, City of Oak Park.

SECTION 4. EFFECTIVE DATE.

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

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

MOTION DECLARED ADOPTED

CM-06-239-18

**(AGENDA ITEM #13B) SECOND READING AND ADOPTION OF
AN ORDINANCE TO AMEND CHAPTER 82, UTILITIES, OF THE
CODE OF ORDINANCES OF THE CITY OF OAK PARK,
MICHIGAN, BY AMENDING SECTION 82-313 THEREOF
- APPROVED**

Motion by Radner, seconded by Burns, CARRIED UNANIMOUSLY, to approve the first reading of the following ordinance to amend Chapter 82, Utilities, of the Code of Ordinances of the City of Oak Park, Michigan, by amending Section 82-313 thereof:

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

AN ORDINANCE TO AMEND CHAPTER 62, SOLID WASTE, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTION 62-92 THEREOF

THE CITY OF OAK PARK ORDAINS:

SECTION 1. Section 62-92, Monthly charge, of Chapter 62, Solid Waste, of Article III, Rates and Charges, of the Code of Ordinances of the City of Oak Park is hereby amended to read as follows:

ARTICLE III. FEES AND CHARGES

Sec. 62-92. Monthly Charge.

Effective as of July 1, 2018 the monthly charge for each property, including each single-family residence; each unit in a multifamily residence, apartment building or complex, condominium, townhouse or cooperative; and each commercial, industrial or business establishment receiving garbage and rubbish collection services from the city under section 62-91 shall be charged \$12.91 per month, or \$38.72 per quarter.

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 sections, and in the event that 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 the Code of Ordinances, City of Oak Park.

SECTION 3. EFFECTIVE DATE.

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

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

MOTION DECLARED ADOPTED

CITY ATTORNEY:

City Attorney Duff reported that she will be attending the next Library Board meeting as requested by council and plans to provide a report at the July 2, 2018 city council meeting.

CITY MANAGER:

Assistant City Manager Yee thanked staff for their part in preparing for tonight's council meeting and recent city events.

CALL TO THE AUDIENCE:

Crystal Davis, 144140 Elm St, expressed concerns about her high water bill.

CALL TO THE COUNCIL:

Mayor McClellan discussed activities and events she attended since last meeting.

Mayor Pro Tem Radner wished everyone a good night.

Council Member Burns encouraged everyone to be conscious of the weather and expressed thanks to the Recreation Department for organizing a wonderful Summer Blast.

Council Member Weiss discussed upcoming city events.

Council Member Rich wished everyone a good night.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:52 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: July 2, 2018

AGENDA #

SUBJECT: Request to cancel the July 9, 2018 Planning Commission meeting.

DEPARTMENT: Community & Economic Development, Planning Division

SUMMARY: The Chairperson of the Planning Commission is requesting the July 9, 2018 Planning Commission meeting be cancelled. There is no business scheduled before the Planning Commission.

FINANCIAL STATEMENT:

RECOMMENDED ACTION: The City Council consider accepting the request of the Chairperson of the Planning Commission and cancel the July 9, 2018 Planning Commission meeting.

APPROVALS:

City Manager: [Signature]

Department Director: [Signature]

Director of Finance: [Signature]

Budgeted: ☐ N/A

EXHIBITS:



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: July 2, 2018

AGENDA #

SUBJECT: Request to cancel the July 24, 2018 Zoning Board of Appeals meeting.

DEPARTMENT: Community & Economic Development, Planning Division

SUMMARY: The Chairperson of the Zoning Board of Appeals is requesting the July 24, 2018 meeting be cancelled. There is no business scheduled before Appeals is requesting the Zoning Board of Appeals.

FINANCIAL STATEMENT:

RECOMMENDED ACTION: The City Council consider accepting the request of the Chairperson of the Zoning Board of Appeals and cancel the July 24, 2018 regularly scheduled meeting.

APPROVALS:

City Manager:

Department Director:

Director of Finance:

Budgeted: ☐

N/A

EXHIBITS:

5D

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
April 19, 2018
MEETING MINUTES

The meeting was called to order at 7:11pm by Chairperson Lewis in the Meeting Room Four of the Oak Park Community Center located at 14300 Oak Park Blvd. Oak Park MI, 48237.

Roll call was made.

PRESENT: Co-Chair Carolyn Davis, Board Members: Clarissa Clemons, Denise Trombly, Richard Readus, Nynier Brown, Roselyn McKay, Steven Gold, and David DeCoster from DPW

ABSENT: Chairperson Al Lewis, Mayor Pro-Tem Solomon Radner, Board Members: Paul Bannon

ALSO PRESENT: Resident: Andrew Cissell

Introductions were made for all members, including new board members, Roselyn McKay and Steven Gold.

1. READING AND APPROVAL OF MINUTES:

Moved by Steven Gold, seconded by Denise Trombly to approve the minutes of February 15, 2018, with the noted corrections to section six.

Vote: Yes All
No None

MOTION DECLARED ADOPTED

2. CONSIDERATION OF OLD BUSINESS

A. A SOCRRA update was provided

- A tour dated is being worked out, more to come.

B. Denise Trombly provided a Heathy Lawn Seminar recap.

C. What can be recycled and more importantly, what CAN'T be recycled.

3. NEW BUSINESS

A. A brief discussion was held regarding the Arbor Day Tree Planting, April 27, 2018.

B. How can this board effectively promote recycling in private residential developments

- David to contract SOCRRA for ideas

C. Resident Andrew Cissell gave a solar panel presentation.

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
April 19, 2018
MEETING MINUTES

4. ADJOURNMENT

Moved by Roselyn McKay, seconded by Nynier Brown to adjourn the meeting.

Vote: Yes: All

No: None

Co-Chair Carolyn Davis adjourned the meeting at 8:39pm.

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** July 2, 2018**AGENDA #**

SUBJECT: Request authorization to advertise for bids for the 2018 Joint and Crack Sealing Project, M-681.

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

SUMMARY: Plans and specifications are being prepared for the 2018 Joint and Crack Sealing Project, M-681. This project will seal the joints and cracks on the streets shown on the attached map. Joint and crack sealing prevents surface water from infiltrating the pavement and adds to the longevity of the roads.

FINANCIAL STATEMENT: There is \$175,000 budgeted in the FY 2018-2019 budget for this expenditure.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids the 2018 Joint and Crack Sealing Project, M-681, be approved. Funding is available in the Local Streets Fund No. 203-18-479-970.

APPROVALS:

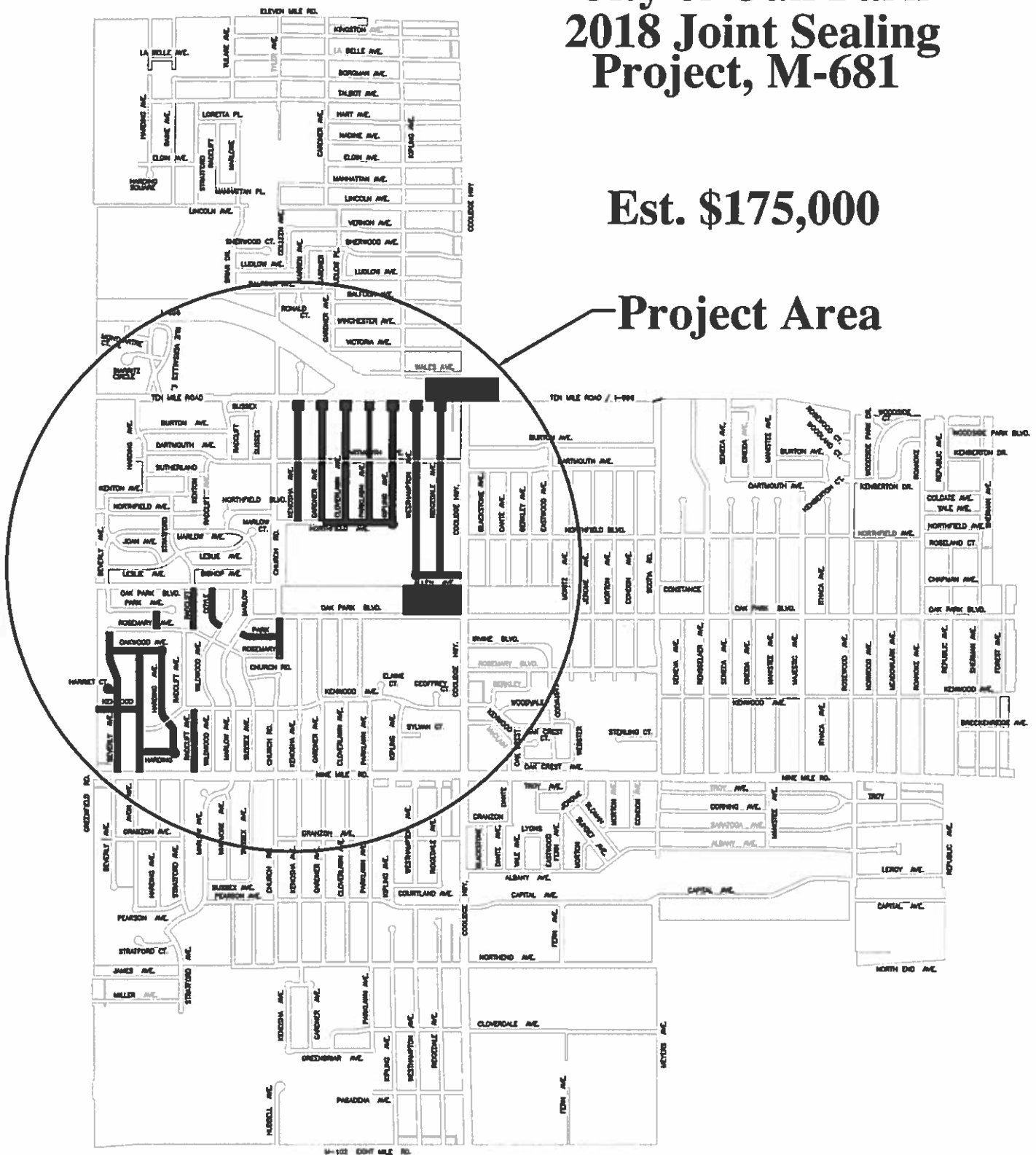
City Manager: _____

Department Director: _____

Director of Finance: _____

Budgeted: ☒**EXHIBITS:** Project area map

-Project Area



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** July 2, 2018 **AGENDA #****SUBJECT:** Request authorization to bid the 2018 Block Pruning Project, M-690.**DEPARTMENT:** Public Works**SUMMARY:** Plans and specifications are complete for the 2018 Block Pruning Project, M-690. This project will trim trees throughout the City based on need.**FINANCIAL STATEMENT:** Funding is available in the FY 2018-19 Major and Local Street Funds for this expenditure.**RECOMMENDED ACTION:** It is recommended that the request to advertise for bids for the 2018 Block Pruning Project, M-690 be approved. Funding is available in Major and Local Street Fund numbers 202-18-479-801 and 203-18-479-801 for this expenditure.**APPROVALS:**

City Manager: _____

Department Director: _____

Finance Director: _____

Budgeted ☒**EXHIBITS:** none



5G

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: July 2, 2018 **AGENDA #**

SUBJECT: Request authorization to dispose of a surplus vehicles / equipment.

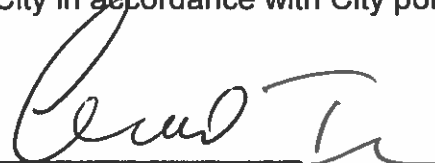
DEPARTMENT: Public Works

SUMMARY: The Public Works Department is requesting authorization to have the attached vehicles declared surplus and sold or disposed of in the best interest of the City.

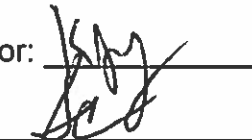
FINANCIAL STATEMENT: Any funds received would be deposited in account number 654-18.875-673.000 (Motor Pool – Sale of Fixed Assets) of the 2018-2019 Budget.

RECOMMENDED ACTION: It is recommended that Council declare the listed vehicles 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: 

Department Director: 

Finance Director: 

Budgeted ☒

EXHIBITS: Vehicle descriptions

The following items have reached their useful life and should be declared as surplus.
They will be disposed of in a manner at the lowest cost to the city.

Vehicle	Year	Description	VIN
#251	2011	Ford Crown Victoria	2FABP7BV5BX106816
#257	2011	Ford Crown Victoria	2FABP7BV9BX106818
#218	2001	Ford Crown Victoria	2FAFP71W61X120539
#417	2002	Ford Crown Victoria	2FAFP71W12X118411
#102	2009	Ford Crown Victoria	2FAHP71V19X116734
#280	2011	Ford Crown Victoria	2FABP7BV0BX106819
#271	2011	Ford Crown Victoria	2FABP7BVOBX163246
#283	2007	Harley Davidson Police Road King	1HD1FHM107Y693059



5H

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**AGENDA OF:** July 2, 2018**AGENDA #**

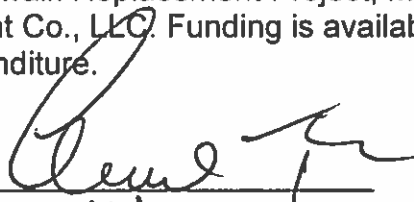
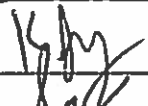
SUBJECT: Payment Application No. 5 (FINAL) for the 2016 Sidewalk Replacement Project, M-627.

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

SUMMARY: Attached is Payment Application No. 5 (FINAL) for the 2016 Sidewalk Replacement Project, M-627. This project is now complete.

<u>FINANCIAL STATEMENT:</u>	Original Contract Amount:	\$659,102.50
	Change Order No. 1	<u>(\$ 28,029.11)</u>
	Current Contract Amount:	\$631,073.39
	Total Completed to Date:	\$631,073.39
	Less Retainage:	\$ 0.00
	Net Earned:	\$631,073.39
	Deductions:	\$ 0.00
	Balance:	\$631,073.39
	Payments to Date:	<u>\$626,073.39</u>
	Amount Due Mattioli Cement Co., LLC:	\$ 5,000.00

RECOMMENDED ACTION: It is recommended that Payment Application No. 5 (FINAL) for the 2016 Sidewalk Replacement Project, M-627 be approved for the amount of \$5,000.00 to Mattioli Cement Co., LLC. Funding is available in the Sidewalk Program Fund 451-71-442-970 for this expenditure.

APPROVALS:City Manager: Department Director: Director of Finance: Budgeted: ☒**EXHIBITS:** Payment Application No. 5 (FINAL), map of project area

PAYMENT APPLICATION

2016 SIDEWALK REPLACEMENT PROJECT

CITY OF OAK PARK, MICHIGAN

CONTRACTOR: MATTIOLI CEMENT CO. LLC
6241 MCGUIRE ROAD
FENTON, MI 48430

JOB NUMBER: M-627

APPLICATION NO.: 5

PERIOD ENDING: 6/18/2018

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY		UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Remove Concrete Pavment. (Modified SP)	18,450	SYD	\$9.00	0.00	\$0.00	18,137.10	\$163,233.90
2	Sidewalk Conc. Non Reinf. 8" Sidewalk/Drive Approach	1,100	SFT	\$5.00	0.00	\$0.00	1,225.00	\$6,125.00
3	Sidewalk Conc. Non Reinf. 6" Sidewalk/Drive Approach	37,950	SFT	\$3.15	0.00	\$0.00	38,831.77	\$122,320.08
4	Sidewalk Conc. Non Reinf. 4" Sidewalk	127,000	SFT	\$2.55	0.00	\$0.00	122,710.75	\$312,912.41
5	Cast in Place Detectable/Tactile Warning Surface	1240	SFT	\$16.50	0.00	\$0.00	880.00	\$14,520.00
6	24" Curb & Gutter Section, Non-Reinf. 7" Conc.	100.00	LFT	\$35.00	0.00	\$0.00	121.20	\$4,242.00
7	Minor Traffic Device	1.00	LSUM	\$4,500.00	0.00	\$0.00	1.00	\$4,500.00
8	Project Clean up	1.00	LSUM	\$4,500.00	0.00	\$0.00	1.00	\$4,500.00
9	Inspection Crew Days	\$320.00	EA	35.00	0.00	\$0.00	-4.00	(\$1,280.00)
Period Total Amount:						\$0.00	Amount to Date:	\$631,073.39

Original Contract Amount \$ 659,102.50
Proposed Change Order #1 \$ (28,029.11)
Current Contract \$ 631,073.39

Earnings This Period: \$0.00

Total Earnings to Date: \$631,073.39

Less Retainage: \$0.00

Net Earned: \$631,073.39

Deductions: \$0.00

Balance: \$631,073.39

Payments to Date: \$626,073.39

AMOUNT DUE \$5,000.00

Accepted By:

Mattioli Cement Co. LLC

Date:

June 19, 2018

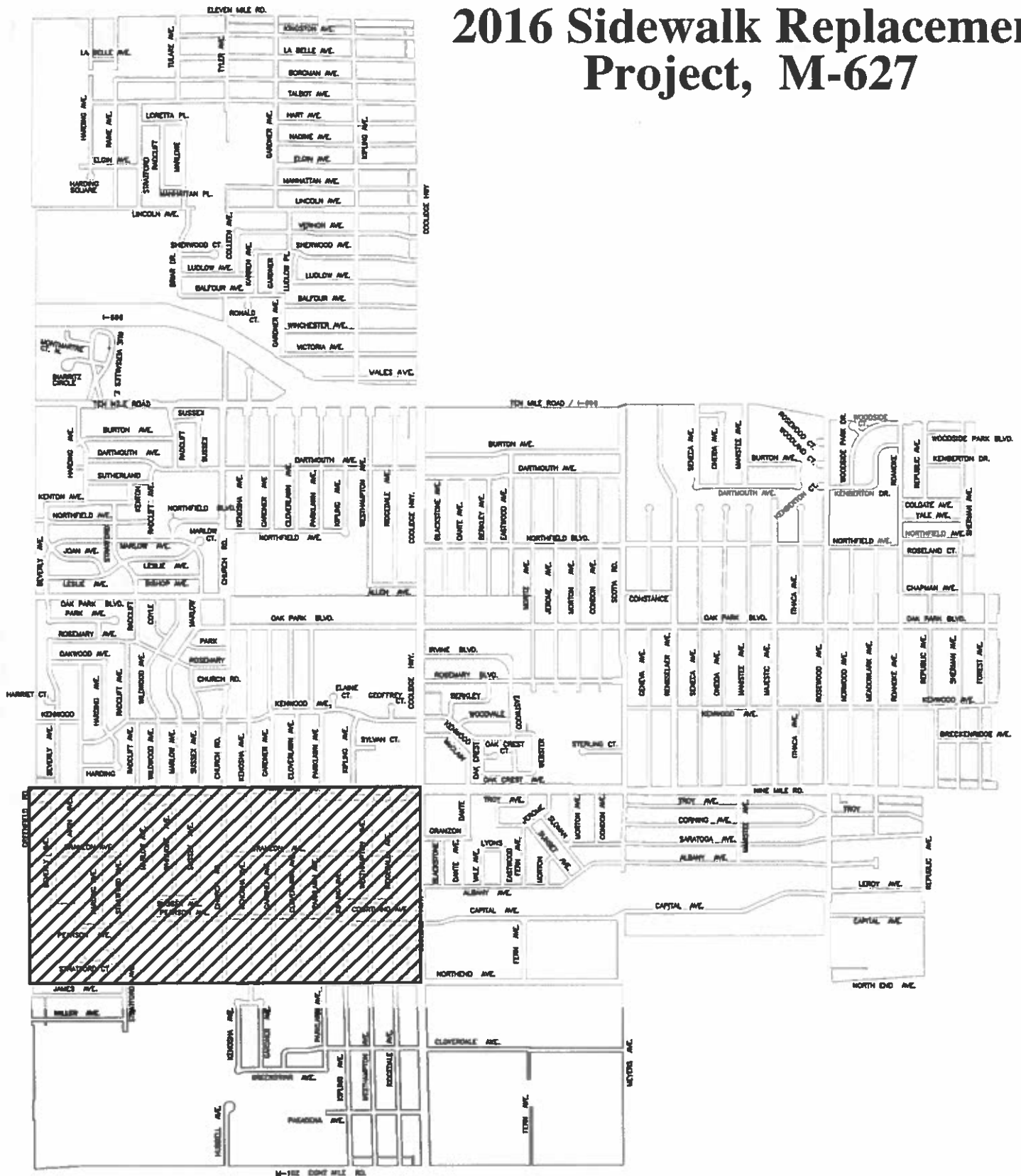
Approved By:

Gerrain Surles, Assistant City Engineer
City of Oak Park, Michigan

Date:

6/20/2018

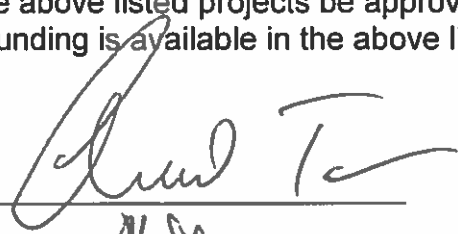
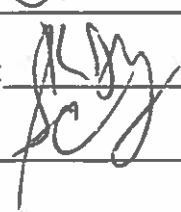
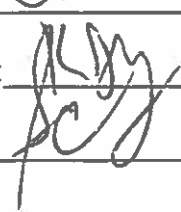
2016 Sidewalk Replacement Project, M-627



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** July 2, 2018**AGENDA #****SUBJECT:** Payment request from OHM Advisors for Engineering Consulting Services.**DEPARTMENT:** DPW/Technical & Planning – Engineering GWS**SUMMARY:** Attached are invoices from OHM Advisors for the projects listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
Seneca and Sherman Pocket Parks	\$10,447.50	\$36,982.00	\$47,429.50	\$64,000.00	202-18-479-801
Traffic Signal Optimization	\$9,839.21	\$149,169.31	\$159,008.52	\$184,662.88	202-18-474-801
SAW Grant Support	\$36,288.75	\$69,141.08	\$105,429.83	\$216,000.00	592-16-619-818
GLWA Contract Support	\$17,566.25	\$0.00	\$17,566.25	\$22,500.00	592-18-538-801 592-18-540-801
Architectural and Engineering for Court	\$11,987.50	\$0.00	\$11,987.50	\$12,000.00	470-70-900-801
Totals	\$86,129.21	\$255,292.39	\$341,421.60	\$499,162.88	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$86,129.21. Funding is available in the above listed account.

APPROVALS:City Manager: Department Director: Finance Director: Budgeted ☒**EXHIBITS:** Invoices



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

Invoice Date: 05/25/2018
Invoice #: 194298
Project: 0037-18-0010

Project Name: Nine Mile Pocket Parks

For Professional Services Rendered through: 5/12/2018

Design Development	3,662.50
Const Documents	0.00
Bidding	0.00
Survey	0.00

Amount Due This Invoice **	3,662.50
-----------------------------------	-----------------

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD

T 734.522.6711



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

Invoice Date: 05/25/2018
Invoice #: 194298
Project: 0037-18-0010

Design Development**Fixed Rates Labor**

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Grad. Arch./Landscape Arch. I	14.00	90.0000	1,260.00
Grad. Arch./Landscape Arch. III	8.50	120.0000	1,020.00
Professional Engineer/Architect I	6.50	130.0000	845.00
Fixed Rates Labor subtotal	29.00		3,125.00
Total Design Development			3,125.00

Design Development**Fixed Rates Labor**

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	0.50	175.0000	87.50
Grad. Arch./Landscape Arch. II	4.50	100.0000	450.00
Fixed Rates Labor subtotal	5.00		537.50
Total Design Development			537.50

Total Project: 0037180010 - Nine Mile Pocket Parks**3,662.50****REMIT TO:**

OHM Advisors
34000 PLYMOUTH RD

T 734.522.6711



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

Invoice Date: 06/21/2018
Invoice #: 194999
Project: 0037-18-0010

Project Name: Nine Mile Pocket Parks

For Professional Services Rendered through: 6/9/2018

Design Development	5,600.00
Const Documents	1,185.00
Bidding	0.00
Survey	0.00
Amount Due This Invoice **	6,785.00

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

OHM-Advisors.com



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

Invoice Date: 06/21/2018
Invoice #: 194999
Project: 0037-18-0010

Design Development**Fixed Rates Labor**

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Grad. Arch./Landscape Arch. I	29.00	90.0000	2,610.00
Grad. Arch./Landscape Arch. III	11.50	120.0000	1,380.00
Professional Engineer/Architect I	8.00	130.0000	1,040.00
Fixed Rates Labor subtotal	48.50		5,030.00
Total Design Development			5,030.00

Const Documents**Fixed Rates Labor**

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Graduate Engineer I	7.50	110.0000	825.00
Total Const Documents			825.00

Const Documents**Fixed Rates Labor**

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Graduate Engineer II	3.00	120.0000	360.00
Total Const Documents			360.00

Design Development**Fixed Rates Labor**

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Grad. Arch./Landscape Arch. II	4.00	100.0000	400.00
Professional Engineer/Architect IV	1.00	170.0000	170.00
Fixed Rates Labor subtotal	5.00		570.00
Total Design Development			570.00

Total Project: 0037180010 - Nine Mile Pocket Parks**6,785.00****REMIT TO:**

OHM Advisors
34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

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

Invoice Date: 05/30/2018
Invoice #: 194342
Project: 0037-15-0060

Project Name: Signal Optimization of 36 Locations

Progress Billing #21 Percent Complete 90%

For Professional Services Rendered through: 5/19/2018

Analysis of Costs	
Direct Salaries	3,013.33
Overhead % 174.49	5,257.94
Total Direct Personnel	<u>8,271.27</u>
Total Other Direct Charges	
Cost of Money 0.85	25.63
Total Costs	8,296.90
Fixed Fee	<u>1,542.31</u>
Total Charges/Fees	<u>9,839.21</u>
Amount Due This Invoice **	9,839.21

Total Contract Amount	184,662.88
Total Amount Previously Invoiced	149,169.31
Total Amount For This Invoice	<u>9,839.21</u>
Total Amount Invoiced To Date	159,008.52
Contract Amount Remaining	25,654.36

REMIT TO:

OHM Advisors
34000 PI YMOUTH RD

T 734.522.6711



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

Invoice Date: 05/30/2018
Invoice #: 194342
Project: 0037-15-0060

Professional Fees**Fixed Rates Labor**

<i>Classification / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate			
STEVEN M. LOVELAND	46.00	48.0769	2,211.54
Graduate Engineer II			
MATTHEW CLARK	19.00	26.9000	511.10
	7.50	26.9000	201.75
Technician III			
JAMIE LAU	2.50	35.5769	88.94
Fixed Rates Labor subtotal	75.00		3,013.33
Total Professional Fees	75.00		8,296.90
Project Totals	Hours: 75.00	Labor:	3,013.33

Total Project: 0037150060 - Signal Optimization of 36 Locations	9,839.21
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REMIT TO:

OHM Advisors

34000 DI VINCENZI RD

T 734 522 6711



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

Invoice Date: 05/25/2018
Invoice #: 194297
Project: 0037-15-0091

Project Name: Oak Park Wastewater AMP SAW Support

For Professional Services Rendered through: 5/12/2018

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
Task 1 - System Inventory	4,000.00	3,482.25	517.75	0.00
Task 2 - Condition Assessment	75,000.00	8,083.73	66,916.27	6,520.00
Task 3 - GIS Integration of System Data	37,000.00	24,547.00	12,453.00	1,660.00
Task 4 - Level of Service Determination	2,000.00	650.00	1,350.00	0.00
Task 5 - AMP/CIP Report	50,000.00	27,544.35	22,455.65	0.00
Task 6 - Cost/Revenues	2,000.00	1,531.25	468.75	262.50
Work Order System	10,000.00	3,186.50	6,813.50	0.00
Operations Dashboard	2,000.00	116.00	1,884.00	0.00
Mobile Application	4,000.00	0.00	4,000.00	0.00
Amount Due This Invoice **	186,000.00	69,141.08	116,858.92	8,442.50

REMIT TO:

OHM Advisors
34000 PI YMOUITH RD

T 734 522 6711



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

Invoice Date: 05/25/2018
Invoice #: 194297
Project: 0037-15-0091

Task 2 - Condition Assessment**Fixed Rates Labor**

Classification	Hours	Rate	Amount
Associate	3.50	175.0000	612.50
Graduate Engineer I	27.75	110.0000	3,052.50
Graduate Engineer III	18.00	125.0000	2,250.00
Technician III	5.50	110.0000	605.00
	Fixed Rates Labor subtotal	54.75	6,520.00
	Total Task 2 - Condition Assessment		6,520.00

Task 3 - GIS Integration of System Data**Fixed Rates Labor**

Classification	Hours	Rate	Amount
Technician II	3.00	95.0000	285.00
Technician III	12.50	110.0000	1,375.00
	Fixed Rates Labor subtotal	15.50	1,660.00
	Total Task 3 - GIS Integration of System Data		1,660.00

Task 6 - Cost/Revenues**Fixed Rates Labor**

Classification	Hours	Rate	Amount
Associate	1.50	175.0000	262.50
	Total Task 6 - Cost/Revenues		262.50

Total Project: 0037150091 - Oak Park Wastewater AMP SAW Support	8,442.50
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REMIT TO:

OHM Advisors
34000 PLYMOUTH RD

T 734.522.6711



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

Invoice Date: 06/21/2018
Invoice #: 195002
Project: 0037-18-0061

Project Name: MACP Manhole Inspections

SAW Grant Support

193 Manholes Completed

For Professional Services Rendered through: 6/9/2018

Description	Fee Amount	Percent Complete	Fee Earned	Previous Billings	Current Billing
Professional Services	30,000.00	48.25	14,475.00	0.00	14,475.00
Amount Due This Invoice **					14,475.00

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

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

Invoice Date: 06/21/2018
Invoice #: 194998
Project: 0037-15-0091

Project Name: Oak Park Wastewater AMP SAW Support

For Professional Services Rendered through: 6/9/2018

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
Task 1 - System Inventory	4,000.00	3,482.25	517.75	240.00
Task 2 - Condition Assessment	75,000.00	14,603.73	60,396.27	12,498.75
Task 3 - GIS Integration of System Data	37,000.00	26,207.00	10,793.00	290.00
Task 4 - Level of Service Determination	2,000.00	650.00	1,350.00	0.00
Task 5 - AMP/CIP Report	50,000.00	27,544.35	22,455.65	342.50
Task 6 - Cost/Revenues	2,000.00	1,793.75	206.25	0.00
Work Order System	10,000.00	3,186.50	6,813.50	0.00
Operations Dashboard	2,000.00	116.00	1,884.00	0.00
Mobile Application	4,000.00	0.00	4,000.00	0.00
Amount Due This Invoice **	186,000.00	77,583.58	108,416.42	13,371.25

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

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

Invoice Date: 06/21/2018
Invoice #: 194998
Project: 0037-15-0091

Task 1 - System Inventory**Fixed Rates Labor**

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Graduate Engineer II	2.00	120.0000	240.00
Total Task 1 - System Inventory			240.00

Task 2 - Condition Assessment**Fixed Rates Labor**

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	2.75	175.0000	481.25
Engineering/Architectural Aide	24.00	60.0000	1,440.00
Graduate Engineer I	68.00	110.0000	7,480.00
Graduate Engineer II	3.00	120.0000	360.00
Graduate Engineer III	16.50	125.0000	2,062.50
Professional Engineer/Architect II	1.00	140.0000	140.00
Technician III	2.50	110.0000	275.00
Technician IV	2.00	130.0000	260.00
Fixed Rates Labor subtotal			12,498.75
Total Task 2 - Condition Assessment			12,498.75

Task 3 - GIS Integration of System Data**Fixed Rates Labor**

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician II	1.00	95.0000	95.00
Technician IV	1.50	130.0000	195.00
Fixed Rates Labor subtotal			290.00
Total Task 3 - GIS Integration of System Data			290.00

Task 5 - AMP/CIP Report**Fixed Rates Labor**

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Administrative Support	0.50	65.0000	32.50
Professional Engineer/Architect III	2.00	155.0000	310.00
Fixed Rates Labor subtotal			342.50
Total Task 5 - AMP/CIP Report			342.50

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
PLYMOUTH, MICHIGAN 48150-1512

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F 734.522.6427

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Total Project: 0037150091 - Oak Park Wastewater AMP SAW Support

13,371.25

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
TROY, MICHIGAN 48060-1512

T 734.522.6711
F 734.522.6127

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

Invoice Date: 06/21/2018
Invoice #: 195000
Project: 0037-18-0021

Project Name: GLWA Contract Negoitation Support

For Professional Services Rendered through: 6/9/2018

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
0037180021 Professional Services	22,500.00	0.00	22,500.00	17,566.25
Amount Due This Invoice **	22,500.00	0.00	22,500.00	17,566.25

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
PLYMOUTH, MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

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

Invoice Date: 06/21/2018
Invoice #: 195000
Project: 0037-18-0021

0037180021 Professional Services

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	23.75	175.0000	4,156.25
Graduate Engineer II	2.50	120.0000	300.00
Principal	4.00	195.0000	780.00
Professional Engineer/Architect II	65.00	140.0000	9,100.00
Professional Engineer/Architect IV	19.00	170.0000	3,230.00
Fixed Rates Labor subtotal	114.25		17,566.25
Total Professional Services			17,566.25

Total Project: 0037180021 - GLWA Contract Negotiation Support

17,566.25

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6437

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

Invoice Date: 06/21/2018
Invoice #: 195001
Project: 0037-18-0040

Project Name: Architectural and Engineering for 45th District Court Renovations - Part 1

For Professional Services Rendered through: 6/9/2018

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
Part One - Program Needs and Facility Needs	12,000.00	0.00	12,000.00	11,987.50
Amount Due This Invoice **	12,000.00	0.00	12,000.00	11,987.50

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

OHM Advisors, Inc.



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

Invoice Date: 06/21/2018
Invoice #: 195001
Project: 0037-18-0040

Part One - Program Needs and Facility Needs

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	3.75	175.0000	656.25
Graduate Engineer III	19.00	125.0000	2,375.00
	5.00	100.0000	500.00
Professional Engineer/Architect I	11.75	130.0000	1,527.50
Professional Engineer/Architect III	43.50	155.0000	6,742.50
	4.00	46.5625	186.25
Fixed Rates Labor subtotal		87.00	11,987.50
Total Part One - Program Needs and Facility Needs			11,987.50

Total Project: 0037180040 - Architectural and Engineering for 45th District Court Renovations - Part 1	11,987.50
---	------------------

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

OHMAdvisors.com

**BEAUTIFICATION ADVISORY COMMISSION
CITY OF OAK PARK
MINUTES
MAY 15, 2018**

PRESENT: Brenda Moseley, Danielle Fracassa, Deborah Williamson, Joyce Schulman, Karen Davis-Harris, Lonnie Tabb-Upshaw, Michella Perry, Idella Bailey, Mattie Boykin, Reatha Richmond, Non-voting City Representative Carolyn Burns, Non-voting City Representative Kevin Yee

ABSENT: Angela Mitchell, Carrie Dodds, Judy Simmons, Larry Wilson, Santhia Guinn

GUEST: None

Meeting called to order at 7:00 pm

Roll called

APPROVAL OF MINUTES; APRIL 17, 2018

MOTION by Fracassa, SECONDED by Bailey to approve the Beautification Advisory Commission Meeting minutes of April 15, 2018 as submitted.

VOTE: Yes: All

No: None

MOTION CARRIED

CITY COUNCIL/CITY LIAISON COMMUNICATION

City Liaison communication highlights

Non-voting City Representative Assistant City Manager Kevin Yee

- I-696 Bridge project – Federal Highway Administration is in the process of giving their last comments on the project.
- Tap grant project on 9 mile road diet is slightly delayed. There will be two pocket parks placed off of 9 mile road where there will be art and signage. City is also looking for grant opportunities to place a linear park to place play structures in as project moves along with bike paths, a trail, and other amenities.
- City is looking to place fencing along 9 mile, mainly along the Scotia area to make the area look aesthetically better.

Non-voting City Representative Carolyn Burns

- Council has passed the ordinance that will allow a brewery along 11 mile road. The business with brew beer onsite and also have a tasting room.
- The city is in the process of planting the sunflowers for the sunflower project.
- Summer Fest's change of location and name will now be called the Oak Park Summer Blast, and will be held in July instead of August.

Open Issues

Flower Exchange – The flower exchange event went okay, as it is the Beautification Advisory Commissions first flower exchange. Commissioners stated that some participants stated that there was not enough signage and publicity and not many people knew much about it. Per Assistant City Manager Kevin Yee stated that in the future areas will be selected to place signage, and that this also has to be a part of the budgeting processes. Members expressed that the exchange part of the Flower Sale be emphasized and that everyone who plans to come have something to exchange.

VOTE TO HOST FLOWER EXCHANGE ANNUALLY

MOTION by Moseley, SECONDED by Fracassa for the Beautification Advisory Commission to host a Flower Exchange event annually.

VOTE: Yes: All
No: None

MOTION CARRIED

Flower Sale – Members signed up to volunteer to work the Flower Sale. The sale will be on Saturday, May 27th from 10 am – 5 pm. Members are asked to wear their tee shirts provided by the city for the Beautification Advisory Commission to the flower sale

Attendance – Chairperson Lonnie Tabb-Upshaw stressed the importance of the attendance, and stressed that the members of the commission participate in upcoming events.

Hosting 2019 BCSEM December Quarterly meeting – Members would like to host the quarterly meeting using the city's recreation facility. The commission will contact the BCSEM to confirm availability. Thereafter, the commission will have to present a budget to the city, and obtain approval from city council to host the quarterly meeting. Per Assistant City Manager Kevin Yee, The BAC will not be committed to host the quarterly meeting until members vote to gather a budget together, and present it to Assistant City Manager Kevin Yee by January 2019. The members have agreed to begin the process to host the quarterly meeting, and will be responsible for the invites, hosting the luncheon, etc. The next quarterly meeting will on June 21, 2018 held in Southfield MI.

General Discussion

Members inquired about the price list for the Flower Sale. Assistant City Manager Kevin Yee stated that he will break down the price list that was received from the vendor and have signage available for the event.

Meeting adjourned at 7:42 p.m. Next meeting June 19, 2018

MERCHANT'S LICENSES – JULY 2, 2018

(Subject to All Departmental Approvals)

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
ROCK WELL MUSIC THERAPY	25900 GREENFIELD 142	\$150.00	MUSIC THERAPY
PROFESSIONAL PREVENTIVE RESTORATION	25900 GREENFIELD 361	\$375.00	OFFICE
PRESTIGE TAX	25900 GREENFIELD 371	\$150.00	ACCOUNTING
CREATIVE STROKES ART	21700 GREENFIELD LL-6	\$150.00	DRAWING, WATER COLOR

<u>RENEWALS</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
THE BLOUSE HOUSE	21700 GREENFIELD 112	\$225.00	RETAIL
LORI-EL – N- LADON'S	21700 GREENFIELD 441	\$225.00	SALON
BOOK BEAT	26010 GREENFIELD	\$225.00	BOOK STORE

CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE

Today's Date: JUNE 20, 2018

Applicant Information (Tina Polk)

Applicant/Business Name: Claverlawn Concerned Citizen Block Club

Applicant/Business Address: 21850 Claverlawn

Phone number: 248 219-7961 E-Mail Address: Tina.Polk1@gmail.com

Relation of applicant to business: _____

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

Owner Information

Owner or manager of site: _____ Phone: _____

Names and addresses of partners or officers of corporation:

Event Information

Proposed date(s) of event: July 28, 2018 Has this event been held previously? ☐ Yes ☒ No

Address or location of event: 21850 Claverlawn, ^{block} btw Garman and Pearson

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: Block club party - To come together as a community and to meet neighbors. To establish friendship. To encourage neighbors to look after one another. To have fun + Fellowship.

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

If yes, please describe how so: _____

Estimated number of people attending event? 80 Hours of Event: 12:00pm - 7:00pm

Includes Set-up time +
Clean up

Please Waive Fee

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

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

on claverlawn
btw Eranzon &
Pearson

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

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

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

Food Services

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

Will the food be prepackaged or prepared on site: _____

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

Mechanical Amusement

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

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

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

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

Technical/Support

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

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

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

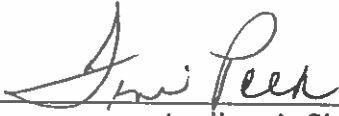
Will the event have banners displayed? ☐ Yes ☒ No, if so, please provide the number of signs and dimension(s):

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

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

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

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



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

Cloverlawn Concerned Citizens Block Club Party

July 28, 2018

12 p.m. — 7 p.m.

Cloverlawn Concerned Citizens Block

Club Party

Signatures

- 1) Name: GARY GREEN
Address: 21410 CLOVERLAWN
- 2) Name: Stella Tolbert
Address: 21830 Cloverlawn
- 3) Name: Janice Johnson
Address: 21851 Cloverlawn
- 4) Name: Mildred Warren
Address: 21860 Cloverlawn
- 5) Name: Maurice Jackson
Address: 21861 Cloverlawn
- 6) Name: Kelly Woods
Address: 21910 Cloverlawn
- 7) Name: Felicia Rouse
Address: 21871 Cloverlawn
- 8) Name: Trini Peek
Address: 21850 Cloverlawn

* Blocking off street from Granzon St. to
Pearson St.

- 9) Name: Jeanne Lirick
Address: 21821 Cloverlawn
- 10) Name: Gayle Haywood
Address: 21920 Cloverlawn
- 11) Name: Lion Kinsley
Address: 21921 CLOVERLAWN
- 12) Name: RALPH BRIDGES
Address: 21931 CLOVERLAWN
- 13) Name: Betty Dalton
Address: 21880 Cloverlawn
- 14) Name: Sharon Starnell
Address: 21911 Cloverlawn
- 15) Name: Maude Muller
Address: 21840 Cloverlawn
- 16) Name: Delina Jenkins
Address: 21870 Cloverlawn

* Blocking off street from Granzon St. to

Cloverlawn Concerned Citizens Block

Club Party

Signatures

17) Name: DONNA O'Rear

Address: 21970 Cloverlawn

18) Name: Shonda Spivey

Address: 21800 Cloverlawn

19) Name: Chris E. Patten

Address: 21801 Cloverlawn

20) Name: Not occupied

Address: 21820 Cloverlawn

21) Name: Not occupied

Address: 21936 Cloverlawn

22) Name: LONZY DURDEN JR

Address: 21971 Cloverlawn

24) Name: _____

Address: _____

25) Name: _____

Address: _____

26) Name: _____

Address: _____

27) Name: _____

Address: _____

28) Name: _____

Address: _____

29) Name: _____

Address: _____

30) Name: _____

Address: _____

31) Name: _____

Address: _____

32) Name: _____

Address: _____

33) Name: _____

Address: _____

* Blocking off street from Granzon St. to
Pearson St

* Blocking off street from Granzon St. to

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Cloverlawn Concerned Citizen Block Club Party
 21850 Cloverlawn, block between Granzon & Pearson
 DATE: Saturday, July 28, 2018 @ 12:00 p.m. - 7:00 p.m.

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
TECHNICAL AND PLANNING <i>Rob Barrett</i>	N/A	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Periodic patrol checks during the course of the shift	30 mins	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Kevin Yee</i>	Drop off & pick up barricades	1 hour	N/A
ADDITIONAL <i>Administration</i>			\$100 application fee waiver requested



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: July 2, 2018

AGENDA #

SUBJECT: Report on bids for the 2018 Sidewalk Repair Program, M-676.

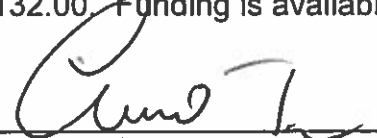
DEPARTMENT: Technical & Planning/DPW – Engineering KJY / GWS

SUMMARY: At the June 4, 2018 regular meeting of the Oak Park City Council, the request to bid the 2018 Sidewalk Repair Program, M-676 was approved (CM-06-214-18). The project was advertised and 23 Contractors viewed the documents. On June 18, 2018, four (4) bids were received and opened. The low bidder, Italia Construction Inc. of Washington, MI, submitted a bid of \$409,132.00. References were checked and all had positive responses.

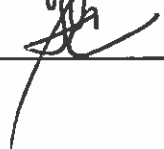
FINANCIAL STATEMENT: Funding is available in the FY 2018-2019 Sidewalk Program Fund for this expenditure.

RECOMMENDED ACTION: It is recommended City Council award the bid for the 2018 Sidewalk Repair Program, M-676 to Italia Construction Inc. of Washington, MI for a total amount of \$409,132.00. Funding is available in the Sidewalk Program Fund 451-71-442-970.

APPROVALS:

City Manager: 

Department Director: 

Director of Finance: 

Budgeted: ☒

EXHIBITS: Bid tabulation, Project area map

BID TABULATION

2018 SIDEWALK REPLACEMENT PROJECT - M-676				ITALIA CONSTRUCTION INC.		JB CONTRACTORS INC.		HMC, LLC	
BID OPENING DATE: MONDAY, JUNE 18, 2018 AT 2:00PM				57151 DEER CREEK CT. WASHINGTON, MI 48084 586-405-1347		3201 LIVERNOIS AVE. DETROIT, MI 48210 313-995-8301		4755 ROCHESTER RD. TROY, MI 48065 586-718-8451	
ITEM	DESCRIPTION	QUANT.	U/M	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	REMOVE CONCRETE PAVT. (MODIFIED SP)	9,833	SYD	\$9.00	\$88,497.00	\$15.00	\$147,495.00	\$12.00	\$117,996.00
2	SIDEWALK CONC. NON REINF 8" SIDEWALK/DRIVE APPROACH	3,000	SFT	\$5.09	\$15,270.00	\$5.90	\$17,700.00	\$7.75	\$23,250.00
3	SIDEWALK CONC. NON REINF 6" SIDEWALK/DRIVE APPROACH	21,500	SFT	\$3.53	\$75,895.00	\$4.80	\$103,200.00	\$5.95	\$127,925.00
4	SIDEWALK CONC. NON REINF 4" SIDEWALK	64,000	SFT	\$3.13	\$200,320.00	\$4.15	\$265,600.00	\$5.20	\$332,800.00
5	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	660	SFT	\$20.00	\$13,200.00	\$16.00	\$10,560.00	\$25.00	\$16,500.00
6	24" CURB & GUTTER SECTION, NON-REINF 7" CONC	50	LFT	\$31.00	\$1,550.00	\$40.00	\$2,000.00	\$30.00	\$1,500.00
7	MINOR TRAFFIC DEVICE	1	LSUM	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00	\$6,850.00	\$6,850.00
8	PROJECT CLEAN UP	1	LSUM	\$4,000.00	\$4,000.00	\$10,000.00	\$10,000.00	\$4,000.00	\$4,000.00
9	INSPECTION CREW DAYS	\$320.00	DAY	20.00	\$6,400.00	60.00	\$19,200.00	35.00	\$11,200.00
TOTAL COST \$				409,132.00		\$577,755.00		\$642,021.00	

OTHER BIDDERS:

AUDIA CONCRETE CONSTRUCTION, INC. \$777,697.00

2018 Sidewalk Replacement Project, M-676

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** July 2, 2018 **AGENDA #**

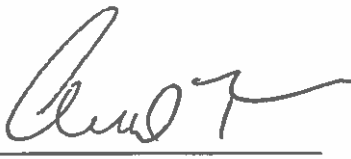
SUBJECT: Request Authorization to participate with the Oakland County Purchasing bid to purchase water meter remote radio reading devices.

DEPARTMENT: Public Works

SUMMARY: The Public Works Department is requesting authorization to participate in the Oakland County Purchasing bid for the purchase of water meter remote radio reading devices. The radio reading devices will replace the older versions that have been failing.

FINANCIAL STATEMENT: The amount of \$100,000.00 has been allocated in account number 592-18.538-730 of the current budget for Water Meters.

RECOMMENDED ACTION: It is recommended that City Council authorize the Public Works Department to participate in the Oakland County Purchasing bid for the purchase of 1,137 Neptune R900 water meter remote radio reading devices at \$87.94 each (\$99,987.78 total). Funding is available in the Water & Sewer Fund.

APPROVALS:City Manager: Department Director: Finance Director: Budgeted ☒

EXHIBITS: Attachment A (Oakland County bid tabulation, this purchase is on Line 2 and 2018 is Year 3)



L. BROOKS PATTERSON-COUNTY EXECUTIVE
OAKLAND COUNTY
PURCHASING

Attachment A

Michigan Meter Technology Group, Inc
Neptune Water Meters and Installation

Line	Description	Year 1	Year 2	Year 3
1	Neptune R900 Wall Meter Interface Unit (Bulk) Quantity 1-999	\$85.38	\$87.94	\$90.58
2	Neptune R900 Wall Meter Interface Unit (Bulk), Qty: 1000-4999. NOTE: To receive this price per unit, COUNTY to schedule delivery for required quantities. Mutual consent needed to extend pricing for 3 yr period.	\$82.89	\$85.38	\$87.94
3	Neptune R900 Wall Meter Interface Unit (Bulk): Qty 5000 - 9999. NOTE: To receive this price per unit, COUNTY to schedule delivery for required quantities. Mutual consent needed to extend pricing for 3 yr period.	\$79.70	\$82.10	\$84.56
4	Neptune R900 Wall Meter Interface Unit (Bulk): Qty 10,000-19,999. NOTE: To receive this price per unit, COUNTY to schedule delivery for required quantities. Mutual consent needed to extend pricing for 3 yr period.	\$76.64	\$78.94	\$81.31
5	Neptune R900 Wall Meter Interface Unit (Bulk). Qty 20,000-29,999. NOTE: To receive this price per unit, COUNTY to schedule delivery for required quantities. Mutual consent needed to extend pricing for 3 yr period.	\$73.69	\$75.90	\$78.18
6	Neptune R900 Wall Meter Interface Unit (Bulk). Qty 30,000-39,000. NOTE: To receive this price per unit, COUNTY to schedule delivery for required quantities. Mutual consent needed to extend pricing for 3 yr period.	\$70.86	\$72.98	\$75.17
7	Neptune R900 Wall Meter Interface Unit (Bulk): Qty 40,000 +. NOTE: To receive this price per unit, COUNTY to schedule delivery for required quantities. Mutual consent needed to extend pricing for 3 yr period.	\$68.13	\$70.18	\$72.28
8	Neptune R900 Installation Only - Sequential Order	\$13.86	\$14.28	\$14.70
9	Neptune R900 Installation Only - Non Sequential Order	\$18.48	\$19.03	\$19.61
10	Neptune R900 Installation with New Wire. NOTE: Requires entrance into building via door knock, appointment, or other communication with building owner. To be performed by CONTRACTOR.	\$46.20	\$47.59	\$49.01
11	Neptune R900 Installation and Register Change Out. NOTE: Requires entrance into building via door knock, appointment, or other communication with building owner. To be performed by CONTRACTOR.	\$51.98	\$53.53	\$55.14
12	Complete Meter Change Out (includes mounting hardware, seals and gaskets). NOTE: Requires entrance into building via door knock, appointment, or other communication with building owner. To be performed by CONTRACTOR	\$54.29	\$55.91	\$57.59
13	Neptune R900 Pit Meter Interface Unit w/6' of wire	\$86.93	\$89.54	\$92.23
14	Cable (from meter to meter Interface Unit) per 1'	\$0.12	\$0.12	\$0.13
15	Advantage II, Probe/ARBv - Complete	\$1,810.00	\$1,864.30	\$1,920.23