

Oak Park

City Council Agenda

June 21, 2021





AGENDA
REGULAR CITY COUNCIL MEETING
38th CITY COUNCIL
OAK PARK, MICHIGAN
June 21, 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 June 7, 2021
- B. Special City Council Meeting Minutes of June 7, 2021
- C. Regular City Council Meeting Minutes of May 19, 2021
- D. Request to advertise for bids for the proposed fencing for the 2021 Dog Park Project, M-731
- E. Request to advertise for bids for the 2021 Sewer & Catch Basin Cleaning and Television Inspection Project, M-728
- F. Request to advertise for bids for 2021 Fire Hydrant Blasting and Repainting Project, M-726
- G. Request to approve payment of invoices from OHM Advisors for Safe Routes to Schools Engineering, Oak Park AWIA Risk and Resilience ERP and Water Reliability Study Update for the total amount of \$20,851.25
- H. Payment Application No. 2 for the 2020 Sewer & Catch Basin Cleaning & TV Inspection Project, M-716 to Doetsch Environmental Services of Warren, MI. for the amount of \$88,914.15
- I. Parks and Recreation Commission Meeting Minutes of March 17, 2021, April 21, 2021 and May 19, 2021
- J. Licenses New and Renewals submitted for June 21, 2021

5. RECOGNITION OF VISITING ELECTED OFFICIALS

Oakland County Commissioner Yolanda Smith Charles

6. SPECIAL RECOGNITION/PRESENTATIONS: None

7. PUBLIC HEARINGS: None

8. COMMUNICATIONS: None

9. SPECIAL LICENSES:

- A. Request for a Special Event License and waiver of fee submitted by Adriel Lechner, 12740 Sterling Court, for the Sterling Court Block Party to be held July 4, 2021

10. ACCOUNTING REPORTS:

- A. Approval for payment of invoices submitted by Garan, Lucow, Miller, P.C. for legal services in the total amount of \$12,353.34

11. BIDS: None

12. ORDINANCES:

- A. 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 82-311 thereof

13. CITY ATTORNEY:

14. CITY MANAGER:

Administration

- A. Introduction - Courtney Flynn, Director of Communications

Strategic Planning

- B. Quarterly Update

Department of Public Works

- C. Request to approve the emergency purchase of a 2021 Chevrolet Police Tahoe totaling \$39,205.92

Human Resources

- D. Collective Bargaining Agreement Approval
 - 1. Police Officers Association of Michigan (POAM)
 - 2. Dispatchers Association/POAM

Finance

- E. Quarterly Financial Report for period ending March 31, 2021
- F. Resolution approving requested Budget Amendment #2021-4 for period ending June 30, 2021

Communications

- G. 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**

June 7, 2021

7:00 PM

MINUTES

Mayor McClellan called the virtual meeting to order at 7:00 p.m. Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

PRESENT: Mayor McClellan (Oak Park), Mayor ProTem Burns (Oak Park), Council Member Edgar (Oak Park), Council Member Whitehead (Oak Park)

ABSENT: Council Member Radner

OTHERS

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

APPROVAL OF AGENDA:

CM-06-176-21 (AGENDA ITEM #3) ADOPTION OF THE AGENDA AS PRESENTED – APPROVED

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

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-06-177-21 (AGENDA ITEM #4A-K) 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 May 19, 2021 **CM-06-178-21**
- B. Special City Council Meeting Minutes of May 12, 2021 **CM-06-179-21**
- C. Public Safety Activity Summary for March and April 2021 **CM-06-180-21**
- D. Request to advertise for bids for 2021 Citywide Janitorial Services Contract, M-729 **CM-06-181-21**
- E. Request to advertise for bids for the 2021 Greenfield Road Fence Replacement Project, M-730 **CM-06-182-21**

- F. Request to approve Payment Application No. 2 for the 2020 Sewer Lining Project, M-703 to Inland Waters Pollution Control Inc. for the amount of \$5,000.00 **CM-06-183-21**
- G. Zoning Board of Appeals Meeting Minutes of October 27, 2020 **CM-06-184-21**
- H. Planning Commission Meeting Minutes of April 12, 2021 **CM-06-185-21**
- I. Corridor Improvement Authority Meeting Minutes of April 15, 2021 **CM-06-186-21**
- J. Recycling Commission Meeting Minutes of April 15, 2021 **CM-06-187-21**
- K. Licenses New and Renewals submitted for June 7, 2021 **CM-06-188-21**

MERCHANT'S LICENSES – June 7, 2021
(Subject to All Departmental Approvals)

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
None			
<u>2021 RENEWALS</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
B & G WHOLESALE	8625 CAPITAL	\$150.00	
INNOVATIVE TOOL & DESIGN	10725 CAPITAL	\$150.00	TOOL DESIGN
US ICE CARVING	13200 CLOVERDALE	\$150.00	BLOCK ICE CARVING
WURTH BAER SUPPLY	13390 CLOVERDALE	\$150.00	WAREHOUSE
AUTOBAHN COLLISION	20850 COOLIDGE	\$150.00	AUTO BODY SHOP
LASHELLES SCHOOL OF DANCE	21330 COOLIDGE	\$150.00	DANCE STUDIO
9 OAK GRILL	22110 COOLIDGE	\$150.00	RESTAURANT
LEARNING DISABILITIES CLINIC	25611 COOLIDGE	\$150.00	TUTORING, CREDIT RECOVERY
GONZALEZ PRODUCT. SYSTEMS	13200 EIGHT MILE	\$150.00	AUTO SUPPLY
FARS FILL UP	13500 EIGHT MILE	\$150.00	GAS STATION
FOUR SEASON GARDEN CENTER	14471 ELEVEN MILE	\$150.00	DESIGN AND GARDEN SUPPLY
MONAGHANS TOWING	21680 FERN	\$150.00	TOWING
FOOTLOCKER	21210 GREENFIELD	\$150.00	SHOE AND APPAREL RETAIL
KIDS FOOTLOCKER	21220 GREENFIELD	\$150.00	SHOE AND APPAREL RETAIL
FOOTACTION	21230 GREENFIELD	\$150.00	SHOE AND APPAREL RETAIL
B-UNIQUE HAIR BOUTIQUE	21700 GREENFIELD 412	\$150.00	HAIR BOUTIQUE
AUTOZONE	22150 GREENFIELD	\$150.00	AUTO RETAIL
SALON RENU	23300 GREENFIELD 207	\$150.00	SALON
SELECT MEDICAL GROUP OF MI	23350 GREENFIELD 200	\$150.00	MEDICAL OFFICE
PRIMROSE CHIROPRACTIC	25900 GREENFIELD 252	\$150.00	CHIROPRACTIC SERVICES
HEWSON VAN HELLEMONT	25900 GREENFIELD 650	\$150.00	LEGAL OFFICE
APERTAURE MARKETING	25900 GREENFIELD 420	\$150.00	OFFICE
METROPOLITAN DRY CLEANERS	26126 GREENFIELD	\$150.00	DRY CLEANERS
BARBIE BEHAVIOR BOUTIQUE	10730 NINE MILE	\$150.00	CLOTHING STORE
GATHERING ASSOCIATION	12724 NINE MILE	\$150.00	SENIOR ASSOCIATION
THE D LOFT CAFÉ	13710 NINE MILE	\$150.00	RESTAURANT
PLANET PROPANE	21815 REPUBLIC	\$150.00	PROPANE WHOLESALER
CHECK N GO	13321 TEN MILE	\$150.00	BANKING
LAWFORD FABRICATING CO	21650 WYOMING CT	\$150.00	PROTOTYPE TOOLING

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS:

Congresswoman Brenda Lawrence was present and provided an update on Federal initiatives.

SPECIAL RECOGNITION/PRESENTATIONS: None**COMMUNICATIONS: None****SPECIAL LICENSES:****CM-06-188A-21 (AGENDA ITEM #9A) SPECIAL EVENT REQUEST – OAK PARK FILM FESTIVAL – APPROVED**

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

Name	Event	Fee
Arts and Cultural Diversity Commission	Oak Park Film Festival October 8-10, 2021	Application fee waived

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

MOTION DECLARED ADOPTED**CM-06-189-21 (AGENDA ITEM #9B) SPECIAL EVENT REQUEST – FOREST STREET BLOCK PARTY – APPROVED**

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

Name	Event	Fee
Laura Wicke 23467 Forest	Forest Street Block Party July 17, 2021 5:00 PM – 8:00 PM	Application fee waived

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

MOTION DECLARED ADOPTED**CM-06-190-21 (AGENDA ITEM #9C) SPECIAL EVENT REQUEST – NADINE STREET BLOCK PARTY – APPROVED**

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

Name	Event	Fee
Mark Phillips 13670 Nadine St.	Nadine Street Block Party July 11, 2021 5:00 PM – 8:00 PM	Application fee waived

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

MOTION DECLARED ADOPTED

**CM-06-191-21 (AGENDA ITEM #9D) SPECIAL EVENT REQUEST – STREET
CORNER MUSIC, LTD – APPROVED**

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

Name	Event	Fee
Street Corner Music, LTD 26020 Greenfield	Phonograph record sale June 12, 2021 9:00 a.m. – 6:00 p.m.	Application fee paid

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

MOTION DECLARED ADOPTED

ACCOUNTING REPORTS:

**CM-06-192-21 (AGENDA ITEM #10A) 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 Burns, Seconded by Edgar, CARRIED UNANIMOUSLY, to approve payment of invoice #14450 to Howard L. Shifman, P.C. for legal services from July 1, 2021 – September 30, 2021 in the total amount of \$18,000.00.

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

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES:

**CM-06-193-21 (AGENDA ITEM #12A) SECOND READING AND ADOPTION
OF AN ORDINANCE TO REPEAL AND REPLACE ZONING, OF
THE CODE OF ORDINANCES OF THE CITY OF OAK PARK,
MICHIGAN - APPROVED**

Motion by Burns, Seconded by Edgar, CARRIED UNANIMOUSLY, to approve the second reading and adopt the following ordinance to repeal and replace Zoning, of the Code of Ordinances of the City of Oak Park, Michigan:

**CITY OF OAK PARK, MICHIGAN
ORDINANCE NO.**

AN ORDINANCE TO REPEAL AND REPLACE ZONING, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN.

THE CITY OF OAK PARK, MICHIGAN ORDAINS:

SECTION 1 Title

This Ordinance shall be known and may be cited as the “City of Oak Park Zoning Ordinance.”

SECTION 2. Purpose

a. The purpose of this Ordinance is to promote the public health, safety, and general welfare of the community as a wholesome, serviceable, and attractive municipality, by having regulations and restrictions that:

1. Promote compatibility of existing and future land uses.
2. Increase the safety and security of home life.
3. Preserve and create a favorable quality of life for residents.
4. Develop good citizenship.
5. Protect and enhance property and civic values.
6. Facilitate efficient traffic operations, minimize congestion, and accident potential.
7. Enhance the environment for pedestrians and other non-motorized types of transportation.
8. Restrict building in floodplain areas as a means of protecting property owners.
9. Protect wetlands in recognition of their irreplaceable environmental value.
10. Promote aesthetics and minimize blight.
11. Provide for convenient vehicular parking.

12. Provide parks, recreation, schools, religious institutions, and community facilities.
 13. Encourage a variety of quality housing.
 14. Encourage preservation of environmental features through flexible design standards.
 15. Promote clean air and water, access to sunlight, sufficient infrastructure, and public services.
 16. Assist in implementing and accomplishing the objectives of the City's adopted Master Plan.
 17. Provide reasonable means of protecting and safeguarding the City's economic structure.
 18. Provide each property owner with a reasonable and economic use of their land.
 19. Lessen congestion, disorder and infringement on property values, safety, and quality of life which are often aggravated due to unregulated development.
 20. Prevent overcrowding of land and undue concentration of population.
- b. In order to effectively meet this purpose, the City is divided into districts of such number, shape, and area, and of such common unity of purpose, adaptability, or use, that are deemed most suitable to provide for the best general civic use, protect the common rights and interests within each district, and the City as a whole, preserve the property owners right to use their land, and to promote quality of life and business vitality. The regulations of this Ordinance accomplish these purposes by controlling land uses within each district; acknowledging the unique impacts of special land uses through specific standards for their development in appropriate locations within selected districts; promoting quality by limiting the location, height, bulk, occupancy, and uses of buildings, and other structures; defining maximum residential density, specifying the percentage of a site available for a building; and requiring building and parking setbacks from property lines and public street rights-of-way.

SECTION 3. Conflicting Regulations

- a. This Ordinance is not intended to abrogate or annul any easement, covenant, or other private agreement, provided that where any provision of this Ordinance is more restrictive or imposes a higher standard or requirement than such easement, covenant, or other private agreement, the provision of this Ordinance shall govern.
- b. Except as may otherwise be provided in this Ordinance, every building and structure erected; every use of any lot, building, or structure; every structural alteration or relocation of an existing building or structure and every enlargement of, or addition to, an existing use, building, or structure shall be subject to all regulations of this Ordinance which are applicable in the zoning district in which such use, building, or structure is located.

No setback area or lot existing at the time of adoption of this Ordinance shall be reduced in dimensions or area below the minimum requirements set forth herein. Yards or lots created after the effective date of this Ordinance shall meet at least the minimum requirements established herein.

The regulations herein established shall be considered the minimum regulations for promoting and protecting the public health, safety, and welfare.

SECTION 4. Vested Rights

Nothing in this Ordinance should be interpreted or construed to give rise to any permanent vested rights in the continuation of any particular use, district, zoning classification or any permissible activities therein; and, they are hereby declared to be subject to subsequent amendment, change or modification as may be necessary to the preservation or protection of public health, safety, and welfare.

SECTION 5. Authority

This Ordinance is enacted in accordance with the Michigan Zoning Enabling Act (Public Act 110 of 2006), as amended.

SECTION 6. Validity and Severability

If any court of competent jurisdiction shall declare any part of this Ordinance to be invalid, such ruling shall not affect any other provisions of this Ordinance not specifically included in such ruling. Further if any court of competent jurisdiction shall declare invalid the application of any provision of this Ordinance to a particular parcel, lot, use, building, or structure, such ruling shall not affect the application of such provision to any other parcel, lot, use, building, or structure not specifically included in such ruling.

SECTION 7. 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.

SECTION 8. Repeal of Prior Ordinance

The zoning ordinance previously adopted by the City of Oak Park prior to the adoption of the ordinance from which this chapter is derived and all amendments thereto are hereby repealed. The repeal of such Ordinances shall not have the effect of releasing or relinquishing any penalty, forfeiture, or liability incurred under such Ordinance, or any part thereof, and such Ordinance shall be treated as still remaining in force for the purpose of instituting or sustaining any proper action for the enforcement of such penalty, forfeiture, or liability.

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

MOTION DECLARED ADOPTED

CM-06-194-21

(AGENDA ITEM #12B) SECOND READING AND ADOPTION OF AN ORDINANCE TO AMEND ARTICLE 2, DIVISION 1, SECTION 201 AND THE OFFICIAL ZONING MAP CONTAINED THEREIN, BEING PART OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY CHANGING THE USE DISTRICT OF CERTAIN PARCELS OF LAND CURRENTLY ZONED B1, NEIGHBORHOOD BUSINESS AND B2, GENERAL BUSINESS TO MX2, MIXED USE 2 DISTRICT - APPROVED

Motion by Burns, Seconded by Whitehead, CARRIED UNANIMOUSLY, to approve the second reading and adopt the following ordinance to amend Article 2, Division 1, Section 201 and the Official Zoning Map contained therein, being part of the Code of Ordinances of the City of Oak Park, Michigan, by changing the use district of certain parcels of land currently zoned B1, Neighborhood Business and B2, General Business to MX2, Mixed Use 2 District:

CITY OF OAK PARK, MICHIGAN

AN ORDINANCE TO AMEND ARTICLE 2 DIVISION 1 SECTION 201 AND THE OFFICIAL ZONING MAP CONTAINED THEREIN, BEING PART OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY CHANGING THE USE DISTRICT OF CERTAIN PARCELS OF LAND CURRENTLY ZONED B1, NEIGHBORHOOD BUSINESS AND B2, GENERAL BUSINESS TO MX2, MIXED USE 2 DISTRICT.

THE CITY OF OAK PARK, MICHIGAN ORDAINS:

SECTION 1. The Code of Ordinances of the City of Oak Park is hereby amended by changing the use district of the following addresses and parcels currently zoned B1, Neighborhood Business or B2, General Business, according to the City's Official Zoning District Map, Article 2, Division 1, Section 201 to MX2 Mixed Use 2 District.

Coolidge addresses: 23137, 23001, 23100, 23090, 22150, 22100-22140, 22001, 22011, 22031, 22041, 22101, 22105, 22111, 22115, 22121, 22125, 22131, 22123, 22135, 22141, 22151, 22153-22155, 22173, 22185, 2221, Nine Mile addresses: 13770, 13600, 13500, 13400, 13300, 13351, 13631, 13641-13645, 13651, 13701, 13801, 13805-13807, 13821-13825, 13831, 13835, 13841, 13845, 13855, 13901, 13905, 13925, 13941, Parcel ID with no address: 52-25-31-228-021

SECTION 2. It is hereby ordered that the Official Zoning District Map of the City of Oak Park, as herein amended, be incorporated with this ordinance and be considered a part hereof and be published in connection herewith.

SECTION 3. It is further ordered that from and after the effective date of this ordinance, the above described parcels of land shall be in the MX2, Mixed Use 2 District, and be subject to the regulations pertaining to such a district.

SECTION 4. Conflicting Provisions Repealed

All ordinances in conflict with the provisions of this ordinance are repealed only to the extent necessary to give this ordinance full force and effect; provided that all other provisions of the Oak Park Code of Ordinances as heretofore amended shall remain in full force and effect.

SECTION 5. Severability

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

SECTION 6. Effective Date

This ordinance shall be effective thirty (30) days from the date of adoption and shall be published as required by the Charter of the City of Oak Park.

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

MOTION DECLARED ADOPTED

CM-06-195-21 (AGENDA ITEM #12C) SECOND READING AND ADOPTION OF AN ORDINANCE TO AMEND ARTICLE 2, DIVISION 1, SECTION 201 AND THE OFFICIAL ZONING MAP CONTAINED THEREIN, BEING PART OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY CHANGING THE USE DISTRICT OF CERTAIN PARCELS OF LAND CURRENTLY ZONED LI, LIGHT INDUSTRIAL TO IF, INDUSTRIAL FLEX DISTRICT- APPROVED

Motion by Burns, Seconded by Edgar, CARRIED UNANIMOUSLY, to approve the second reading and adopt the following ordinance to amend Article 2, Division 1, Section 201 and the Official Zoning Map contained therein, being part of the Code of Ordinances of the City of Oak Park, Michigan, by changing the use district of certain parcels of land currently zoned LI, Light Industrial to IF, Industrial Flex District:

CITY OF OAK PARK, MICHIGAN

AN ORDINANCE TO AMEND ARTICLE 2 DIVISION 1 SECTION 201 AND THE OFFICIAL ZONING MAP CONTAINED THEREIN, BEING PART OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY CHANGING THE USE DISTRICT OF CERTAIN PARCELS OF LAND CURRENTLY ZONED LI, LIGHT INDUSTRIAL TO IF, INDUSTRIAL FLEX DISTRICT.

THE CITY OF OAK PARK, MICHIGAN ORDAINS:

SECTION 1. The Code of Ordinances of the City of Oak Park is hereby amended by changing the use district of the following addresses and parcels currently LI, Light Industrial District, according to the City's Official Zoning District Map, Article 2, Division 1, Section 201 to IF, Industrial Flex District.

21955 Republic, 21950 Wyoming, 21930 Wyoming, Capital Street addresses:
13390, 13380, 13350, 13270, 13240, 13200, 13080, 13040, 13000, 12980, 12950, 12930,
12900, 12720, 12700, 11000, 10850, 10800, 10750, 10700, 10600, 10400, 10280, 10240,
10230, 10200, 10150, 10130, 10120, 10100, 10030, 10020, 10010, 8750, 8700, 8624,
8564, 8538-8544, 8500, Parcel ID's with no address: 52-25-32-151-035, 52-25-32-176-
019, 25-33-151-037

SECTION 2. It is hereby ordered that the Official Zoning District Map of the City of Oak Park, as herein amended, be incorporated with this ordinance and be considered a part hereof and be published in connection herewith.

SECTION 3. It is further ordered that from and after the effective date of this ordinance, the above described parcels of land shall be in the IF, Industrial Flex District, and be subject to the regulations pertaining to such a district.

SECTION 4. Conflicting Provisions Repealed

All ordinances in conflict with the provisions of this ordinance are repealed only to the extent necessary to give this ordinance full force and effect; provided that all other provisions of the Oak Park Code of Ordinances as heretofore amended shall remain in full force and effect.

SECTION 5. Severability

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

SECTION 6. Effective Date

This ordinance shall be effective thirty (30) days from the date of adoption and shall be published as required by the Charter of the City of Oak Park.

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

MOTION DECLARED ADOPTED

CM-06-196-21

**(AGENDA ITEM #12D) FIRST READING OF AN ORDINANCE
TO AMEND CHAPTER 82, UTILITIES, OF THE CODE OF**

**ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY
AMENDING SECTION 82-311 THEREOF - APPROVED**

Motion by Edgar, 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 82-311 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 82-311 THEREOF.

THE CITY OF OAK PARK ORDAINS:

ARTICLE V. – RATES AND CHARGES

Sec. 82-311. – Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Department means the city department of ~~water supply~~ **utility billing**.

Finance director means the director of the city department of finance.

Premises means each lot or parcel of land, building or premises having any connection to the water distribution system of the city or the sewage disposal system of the city.

Superintendent means the superintendent of the city department of water supply.

(Code 1973, § 42-115; Ord. No. O-94-317, § 4, 2-7-94)

Cross reference— Definitions generally, § 1-2.

Sec. 82-312. – Basis of charges.

All water service shall be charged for on the basis of water consumed as determined by the meter installed in the premises of water or sewage disposal service customers by the department. All sewage disposal service shall be charged for on the basis of water consumed and pollutants discharged into the sewage system. **Stormwater runoff service shall be charged on the basis of a premises' pervious and impervious surface areas.** No free water service, ~~or~~ sewage disposal service, ~~or stormwater runoff service~~ shall be furnished to any person.

(Code 1973, § 42-116)

Charter reference— Utility rates and charges, collection, § 14.3 et seq.

Sec. 82-313. – Determination.

- (a) *Generally.* The rates and charges to be imposed for the consumption and use of water, ~~and sewer services~~ **sewage disposal, and stormwater runoff 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~~ **sewage disposal, and stormwater runoff** services are as follows:

(1) *Water rates.* Effective on all bills rendered on or after July 1, 2020, 2021 the rates to be charged for water service shall be as follows:

a. ~~Four dollars and fifty one cents~~ ~~Forty five dollars and ten cents (\$45.10)~~ ~~(45.10)~~ ~~per thousand and centum cubic feet (CCF)~~ **(\$4.51)** per

b. ~~Quarterly~~ **Monthly** meter service and maintenance charges, in addition to subsection (b)(1) of this section as follows:

~~5/8-inch meter\$4.75~~ **\$1.59**

~~3/4-inch meter5.03~~ **\$1.68**

~~1-inch meter5.42~~ **\$1.81**

~~1½-inch meter8.05~~ **\$2.68**

~~2-inch meter9.14~~ **\$3.05**

~~3-inch meter63.80~~ **\$21.27**

~~4-inch meter69.57~~ **\$23.19**

~~6-inch meter79.40~~ **\$26.47**

c. The minimum ~~quarterly~~ **monthly** (~~three one~~ –month) water charge (includes water and meter service charge for a 5/8-inch meter service) to each premises connected with the water supply system shall be the sum of ~~\$27.30~~ **\$10.61** 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~~ **Effective on all bills rendered on or after July 1, 2021 the rates to be charged for sewage disposal shall be as follows:**

a. *Basic sewage disposal rate; ~~minimum quarterly charge.~~* ~~Commencing July 1, 2020 the basic sewage disposal rate shall be \$48.60 per 1,000 cubic feet of water consumed.~~ **Four dollars and eighty six cents (\$4.86) per centum cubic feet (CCF) of water consumed.** The minimum ~~quarterly~~ **monthly** sewage disposal charge to each sewage disposal services customer shall be ~~\$24.30~~, **\$9.72**, 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.* **Great Lakes Water Authority is responsible for billing this surcharge.** Effective with all bills rendered on or after August 1, 2020 2021, for flows beginning on or after July 1, 2020, 2021 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)	\$0.508 0.347
Total suspended solids (TSS)	0.516 0.476
Phosphorus (P)	7.611 6.368
Fats, oils and grease	0.490 0.111

- c. *Industrial waste control charge.* Effective with all bills rendered on or after August 1, 2020 2021, for flows beginning on or after July 1, 2020, 2021 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	\$3.49 3.54
3/4-inch meter	5.24 5.31
1-inch meter	8.73 8.85
1 1/2-inch meter	19.20 19.47
2-inch meter	27.92 28.32
3-inch meter	50.61 51.33
4-inch meter	69.80 70.80
6-inch meter	104.70 106.20

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) ~~Storm water~~ *Stormwater runoff rate.* Effective on all bills rendered on or after July 1, 2020 2021, the rate to be charged for ~~storm water~~ stormwater runoff shall be \$601.65 per unit.
- (4) *Collection policy.* Charges for water, ~~sewer~~ sewage disposal, stormwater runoff, and garbage and rubbish collection services 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.

- (5) *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.

(Code 1973, § 42-117; Ord. No. O-94-322, § 2, 6-20-94; Ord. No. O-95-339, § 1, 6-19-95; Ord. No. O-96-351, § 1, 6-17-96; Ord. No. O-97-369, § 1, 6-16-97; Ord. No. O-98-377, § 1, 6-15-98; Ord. No. O-99-393, § 3, 6-21-99; Ord. No. O-00-421, § 1, 6-19-00; Ord. No. O-01-445, § 1, 6-18-01; Ord. No. O-02-466, § 1, 6-17-02; Ord. No. O-03-484, § 1, 6-16-03; Ord. No. O-04-499, § 1, 6-21-04; Ord. No. O-05-514, § 1, 6-20-05; Ord. No. O-06-526, § 1, 6-19-06; Ord. No. O-07-531, § 1, 6-18-07; Ord. No. O-08-551, § 1, 6-16-08; Ord. No. O-09-560, § 1, 6-15-09; Ord. No. O-10-571, § 1, 6-21-10; Ord. No. O-11-578, § 1, 6-20-11; Ord. No. O-12-591, § 1, 6-18-12; Ord. No. O-13-594, § 1, 6-17-13; Ord. No. O-14-604, § 1, 6-16-14; Ord. No. [O-15-613](#), § 1, 6-15-15; Ord. No. [O-17-636](#), § 1, 6-19-17; Ord. No. [O-18-674](#), § 1, 6-18-18; Ord. No. [O-19-688](#), § 1, 6-17-19; Ord. No. [O-20-693](#), 6-15-20)

Sec. 82-314. - Service to city.

The city shall pay the same water, **sewage disposal, and stormwater runoff** and ~~sewer~~ rates for service to it as would be payable by a private customer for the same service.

(Code 1973, § 42-118; Ord. No. O-94-317, § 6, 2-7-94)

Sec. 82-315. - Payment.

- (a) The fees, rates, and charges imposed for water and sewer services furnished by the city shall be effective as to bills paid on or before the due date indicated on each billing. Thereafter, a penalty of ~~ten~~ **five (5)** percent of the outstanding balance of the account shall be added to each bill. The city manager, or his designee, shall be permitted to waive one penalty per year. The penalty must be assessed and removed in the same calendar year. In addition to other applicable penalties or late fees, a service charge in the amount of \$30.00 shall be added to all bills for which payment is made by check, debit card, or credit card if such payment is returned to the city after being dishonored upon presentment. In the event that the charges for any such services furnished to any premises shall not be paid within 30 days after the due date thereof, then the water services furnished by the system to such premises shall in all cases be discontinued. The failure to receive a ~~water~~ **utility** bill shall not invalidate any charges imposed for water, **sewage disposal, stormwater runoff** and ~~sewer~~ services furnished by the city.
- (b) The customer will be notified of the consequences of failure to pay the utility bill in the following methods prior to actual discontinuation:
- (1) ~~The regular utility bills will indicate the earliest date when service will be disconnected if the billing is not paid.~~
- (2) ~~A water notice will be mailed via first class mail to the mailing address on file for any residential customers having a past due balance on their account within ten days after the due date. The notice will state the past due amount along with the earliest date the water will be disconnected. The notice will also inform the customer of the availability of a hearing to contest a disputed bill, shall~~

~~explain the procedure to schedule a hearing, and shall provide a phone number for the customer's convenience in scheduling a hearing.~~

- (3) (1) Finally, a ~~A disconnection warning~~ **shutoff notice** will be mailed via first-class mail to the mailing address on file for any property where service is scheduled for ~~disconnection~~ **shut off**. The ~~disconnection warning~~ **shutoff notice** will indicate the past due balance to be paid by acceptable funds, other than **personal** check, and the earliest date the water could be ~~disconnected~~ **shut off**. A fee of \$10.00 will be added to each account receiving a ~~disconnection notice~~ **shutoff notice**.
- (c) In the case of a disputed bill, the customer, prior to the mailing of a ~~disconnection warning~~ **shutoff notice**, may request a hearing to show cause **of** why the billing is incorrect. A hearing shall be scheduled before a hearing officer, who may be the city manager or his or her designee. The hearing officer will provide the customer with an opportunity to be heard regarding the dispute over the amount of the bill, and will hear such evidence as the customer may have in support thereof. The hearing officer shall review the bill, perform such additional investigation of the matter as may be determined to be warranted under the circumstances, and correct any billing errors. Such hearings shall be informal and the decision of the hearing officer shall be final.
- (d) Payment plans are available in the ~~water~~ **utility billing** department to stop a disconnection if the following rules are adhered to:
- (1) The payment plan shall be signed by the property owner and filed in the ~~water~~ **utility billing** department prior to a ~~disconnection warning~~ **shutoff notice** being mailed.
 - (2) One fourth of the past due amount shall be paid in acceptable funds, other than **personal** check, at the time of filing of the payment plan, with the balance to be paid in monthly installments. Charges that accrue following the start date of the plan—including regular billing—are not covered by the plan, and therefore must be paid by their indicated due date.

If the customer falls behind on any payment as stated in the payment plan, the water will be ~~disconnected~~ **shut off**—as stated in the plan—without notice. Payment plans will not be accepted after a ~~disconnection warning~~ **shutoff notice** has been mailed. At this point the full amount must be paid in acceptable funds other than **personal** check.

- (e) Fees upon ~~disconnection~~ **shut off**:
- (1) If the service is ~~disconnected~~ **shut off**, a ~~disconnect/reconnect~~ **shutoff for delinquency** fee, in an amount established by resolution of the council from time to time, will be charged. This fee must be paid along with the past due amount in acceptable funds other than **personal** check before the service will be ~~reconnected~~ **restored**. The water service will be ~~reconnected~~ **restored** between 8:00 a.m. and 3:00 p.m. Monday through Thursday, except for holidays when the city offices are closed. In order to have **service restored the** same day ~~service reconnection~~, charges must be paid prior to 3:00 p.m. If the customer desires, the service may be ~~reconnected~~ **restored outside the after normal reconnection hours stated above** if personnel are available to do the reconnection and the customer is willing to pay overtime charges as follows: two employees times their overtime rate times two hours. Overtime charges must be paid along with the past due amount and the ~~disconnect/reconnect~~ **shutoff for delinquency** fee in acceptable funds other than **personal** check. Any ~~reconnection~~ **restoration** of water **service** requires an adult of at least 18 years of age to be inside of the **property premises**. Any water ~~disconnected~~ **shut off** for 45 days or more requires an appointment ~~for to restore~~ **water service reconnection**.
 - (2) Any water service ~~disconnected~~ **shut off** by the city and found ~~reconnected~~ **restored** without city approval shall be deemed an "illegal turn on" and shall result in a charge in the amount of \$120.00 in additional fees for the first occurrence. Any subsequent occurrence will result in an additional

charge of \$250.00. If the city elects to disable the water service line, an additional fee of \$350.00 will be assessed. Any balance on an account deemed an illegal turn on must be paid in full by acceptable funds other than **personal** check to restore water service.

- (f) If a scheduled appointment with the **utility billing** ~~water~~ department is missed, a missed appointment fee of \$45.00 will be assessed to the account.

(Code 1973, § 42-119; Ord. No. O-94-322, § 3, 6-20-94; Ord. No. O-94-332, § 1, 12-19-94; Ord. No. O-95-335, § 2, 6-19-95; Ord. No. O-97-369, § 2, 6-16-97; Ord. No. O-98-377, § 2, 6-15-98; Ord. No. O-00-421, § 1, 6-19-00; Ord. No. O-02-466, § 2, 6-17-02; Ord. No. O-03-484, § 2, 6-16-03; Ord. No. O-04-499, § 2, 6-21-04; Ord. No. O-05-514, § 2, 6-20-05; Ord. No. O-07-531, § 1, 6-18-07; Ord. No. O-11-580, § 1, 8-1-11; Ord. No. O-11-581, § 1, 11-21-11; Ord. No. [O-15-620](#), § 1, 10-19-15)

Sec. 82-316. - Deposits—Required in certain circumstances.

In cases where the city is properly notified in accordance with section 82-313 that a tenant is responsible for water **service**, ~~or sewage disposal service~~, **stormwater runoff service** ~~charges~~, or garbage ~~or rubbish collection service charges~~ fees, no such service shall be commenced or continued to such premises until there has been deposited with the **water utility billing** department a sum sufficient to cover ~~six one and a half (1.5)~~ times the average ~~quarterly~~ **annual** bill for such premises, as estimated by the finance director.; ~~such deposit to be in no case less than \$537.48.~~ Where the water service to any premises is ~~turned shut~~ off to enforce the payment of water service charges, sewage disposal service charges, **stormwater runoff charges**, or garbage ~~and rubbish collection~~ fees, the water service shall not be ~~reconnected~~ **restored** until all delinquent charges have been paid and a deposit, as in the case of tenants, is made. There shall be a water turn-on charge of \$90.00, i.e., \$45.00 to shut off the water and then \$45.00 to turn the water back on.

(Code 1973, § 42-120; Ord. No. O-94-317, § 8, 2-7-94; Ord. No. [O-15-620](#), § 2, 10-19-15)

Sec. 82-317. - Same—Use.

Deposits collected under the provisions of this article may be applied against any delinquent water, **sewage disposal**, **stormwater runoff** ~~or sewage disposal service charges~~, or garbage ~~and rubbish collection~~ fees, and the application thereof shall not affect the right of the **water utility billing** department to ~~turn shut~~ off the water service ~~and/or sewer service~~ to any premises for any delinquency thereby satisfied. No such deposit shall bear interest. Any remaining balance, after all charges are satisfied, will be returned to the tenant who made the deposit.

(Code 1973, § 42-121; Ord. No. O-94-317, § 9, 2-7-94)

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, Burns, Edgar, Whitehead
	No:	None
	Absent:	Radner

MOTION DECLARED ADOPTED

CITY ATTORNEY: No Report

CITY MANAGER:

Department of Public Works

CM-06-197-21 (AGENDA ITEM #14A) REQUEST TO APPROVE PROPOSED CHANGE ORDER NO. 1 FOR THE AMOUNT OF \$8,296.94 AND PAYMENT APPLICATION NO. 2 FOR THE AMOUNT OF \$88,371.94 TO ADVANCED POOL SERVICES, INC. OF MILFORD, MI FOR THE 2021 SWIMMING POOL REPAIR PROJECT M-719 - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve Proposed Change Order No. 1 for the amount of \$8,296.94 and Payment Application No. 2 for the amount of \$88,371.94 to Advanced Pool Services, Inc. of Milford, MI for the 2021 Swimming Pool Repair Project M-719.

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

MOTION DECLARED ADOPTED

CM-06-198-21 (AGENDA ITEM #14B) REQUEST TO APPROVE PROPOSED CHANGE ORDER NO. 1 FOR THE AMOUNT OF \$23,893.08 AND PAYMENT APPLICATION NO.4 FOR THE AMOUNT OF \$131,847.75 TO MATTIOLI CEMENT COMPANY OF FENTON, MI FOR THE 2020 MISCELLANEOUS CONCRETE PROJECT, M-714 - APPROVED

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve Proposed Change Order No. 1 for the amount of \$23,893.08 and Payment Application No.4 for the amount of \$131,847.75 to Mattioli Cement Company of Fenton, MI for the 2020 Miscellaneous Concrete Project, M-714.

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

MOTION DECLARED ADOPTED

Economic Development

CM-06-199-21 (AGENDA ITEM #14C) REQUEST TO APPROVE A RESOLUTION CREATING THE OAK PARK WATER TOWER SOCIAL DISTRICT - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the following resolution creating the Oak Park Water Tower Social District:

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

RESOLUTION TO CREATE THE OAK PARK WATER TOWER SOCIAL DISTRICT

WHEREAS, effective July 1, 2020, the State of Michigan adopted Public Act 124-2020, which allows local government units to create Social Districts for the consumption of alcoholic beverages in designated Commons Areas; and

WHEREAS, the City of Oak Park recognizes the negative economic impact of the COVID-19 pandemic and has determined that the creation of a Social District can assist local businesses with recovery; and

WHEREAS, the boundary of the Social District will be as follows: All streets, sidewalks, public parking, and other public spaces adjacent to parcels zoned MX-1 or B-1 located between Eleven Mile Rd (northern border) and Kingston St (southern border) and between the west property line of Parcel 25-19-128-001 (western border) and the east property line of Parcel 25-19-227-023 (eastern border), including the three adjacent public parking lots, Parcels 25-19-128-010, 25-19-201-021, and 25-19-202-009; and

WHEREAS, the boundary of the Commons Area will be as follows: All streets, sidewalks, public parking, and other public spaces adjacent to parcels zoned MX-1 or B-1 located between Eleven Mile Rd (northern border) and Kingston St (southern border) and between the west property line of Parcel 25-19-128-001 (western border) and the east property line of Parcel 25-19-227-023 (eastern border), including the three adjacent public parking lots, Parcels 25-19-128-010, 25-19-201-021, and 25-19-202-009; and

WHEREAS, the Oak Park Economic Development and Planning Department has composed a Management and Maintenance Plan that meets the Michigan Liquor Control Commission requirements; and

WHEREAS, the Oak Park Public Safety Department is hereby permitted to enforce the rules and regulations of the Social District in accordance with State law and permit requirements;

NOW, THEREFORE BE IT RESOLVED, The City of Oak Park City Council creates the Oak Park Water Tower Social District within the boundaries included and approves the Management and Maintenance Plan as presented.

BE IT FURTHER RESOLVED, the City Council of Oak Park, Michigan, authorizes the Director of Economic Development and/or the City Manager to prepare and submit the application for the above-named project and to be designated as the authorized agent for all activities associated with securing and accepting any funding.

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

MOTION DECLARED ADOPTED

Administration

(AGENDA ITEM #14D) COVID-19 update.

City Manager Tungate reminded everyone that City Hall will reopen to the public on June 14, 2021.

Finance

CM-06-200-21 (AGENDA ITEM #14E) REQUEST TO RECEIVE AND FILE THE QUARTERLY INVESTMENT REPORT FOR PERIOD ENDING 3/31/21 - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to receive and file the following Quarterly Investment Report for period ending 3/31/21.

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

MOTION DECLARED ADOPTED

Communications

(AGENDA ITEM #14F) Event and Activity Update

Communications Director Davis reported upcoming activities and events.

CALL TO THE AUDIENCE:

Ken Sherman, discussed procedures for emergencies during after hours at City Hall.
Chelsea Koziatek, requested consideration for allowing bee keeping in the city.
Maureen Taylor, encouraged the city to discontinue water shut-offs.
Silvia Ordinio, encouraged the city to discontinue water shut-offs.
Mr. McGrady, had questions regarding electrical/Plumbing verifications pertaining to his home.
Cyndi Roper, encouraged the city to discontinue water shut-offs.
Nicole Hill, encouraged the city to discontinue water shut-offs.
Mary Ellen Howard, encouraged the city to discontinue water shut-offs.
Nayirah Shariff, encouraged the city to discontinue water shut-offs and to offer additional utility bill assistance.
Brittney, encouraged the city to discontinue water shut-offs and to offer additional utility bill assistance.
Bianca, encouraged the city to discontinue water shut-offs.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 9:15 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
38th OAK PARK CITY COUNCIL
June 7, 2021
6:00 PM**

MINUTES

The virtual Special Meeting was called to order at 6:00 PM by Mayor McClellan. City Hall, 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544

PRESENT: Mayor McClellan, Council Member Edgar,
Council Member Whitehead

ABSENT: Council Member Radner, Mayor ProTem Burns

OTHERS

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

SPECIAL BUSINESS:

(AGENDA ITEM #3A) Upcoming in person Council Meetings

City Manager Tungate announced that in person council meetings will resume on July 6, 2021 in the Council Chambers at City Hall. We will continue to produce and distribute the agenda electronically and will rely on Council Members to bring their laptops to the meeting to access the agenda and agenda documents.

(AGENDA ITEM #3B) Discuss Water and Sewer rates and penalties

City Manager Tungate, Finance and Water Department staff presented water and sewer rate changes that will be included in the updated ordinance first reading that will take place at the following regular meeting. Council discussed the change to monthly billing and the rationale behind lowering the past due utility bill penalty from 10 to 5 percent. The first monthly bill is scheduled to go out in early August 2021.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the special meeting at 6:32 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



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

MINUTES

Mayor McClellan called the virtual meeting to order at 7:00 p.m. Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

PRESENT: Mayor McClellan (Oak Park), Mayor ProTem Burns (Oak Park), Council Member Radner (Oak Park) Council Member Edgar (Oak Park), Council Member Whitehead (Oak Park)

ABSENT: None

OTHERS

PRESENT: City Manager Tungate, Deputy City Clerk Vecchio, City Attorney Duff

APPROVAL OF AGENDA:

CM-05-156-21 (AGENDA ITEM #3) ADOPTION OF THE AGENDA AMENDED – APPROVED

Motion by Edgar, seconded by Burns, CARRIED UNANIMOUSLY, to approve the agenda with the following change:

- Add Agenda Item 11C - Request to bid the 2020 Yard Services Contract

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-05-157-21 (AGENDA ITEM #4A-J) CONSENT AGENDA - APPROVED

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

- A. Regular City Council Meeting Minutes of May 3, 2021 **CM-05-158-21**
- B. Special City Council Meeting Minutes of April 26, 2021 and April 27, 2021 **CM-05-159-21**
- C. Payment Application No. 2 for the 2020 Decorative Fence Project, M-695 Phase 2 to American Fence Co. of Warren, MI for the amount of \$86,042.85 (**Removed from the Consent Agenda**)
- D. Payment Application No. 1 for the 2021 Swimming Pool Repair Project M-719 to Advanced Pool Services, Inc. of Milford, MI for the amount of \$66,425.00 **CM-05-160-21**
- E. Licenses New and Renewals submitted for May 19, 2021 **CM-05-161-21**

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

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
DOG & PONY SHOW	14661 14661 ELEVEN MILE	\$150	CRAFTS

<u>2021 RENEWALS</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
HUNTINGTON CLEANERS	8775 CAPITAL	\$150.00	DRY CLEANERS
DESIGN METAL	10841 CAPITAL	\$150.00	SHEET METAL
SFT FOOD	12930 CAPITAL	\$150.00	ICE CREAM AND BAKERY
VALLEY CITY LINEN	13165 CLOVERDALE	\$150.00	LINEN SUPPLY
VIP WEAR	22124 COOLIDGE	\$150.00	CLOTHING STORE
BUILDING BEDS 4 KIDS	14241 ELEVEN MILE	\$150.00	NON PROFIT
ROYAL CREST	14851 ELEVEN MILE	\$150.00	
PRINCE JEWELERS	21700 GREENFIELD 447	\$150.00	JEWELER
BORENSTEINS	25242 GREENFIELD	\$150.00	
EXPRESS CARE MEDICAL	25900 GREENFIELD 121	\$150.00	MEDICAL SUPPLIES
ADVANCE AMERICA	26038 GREENFIELD	\$150.00	CHECK CASHING
HOMESITE DIRECT	25900 GREENFIELD 520	\$150.00	OFFICE
SUNNYSIDE ENRICHMENT	10440 NINE MILE	\$150.00	CHILD CARE CENTER
E Z PETROLEUM	13551 NINE MILE	\$150.00	GAS STATION
ALASKA FRESH FISH AND CHICKEN	13701 NINE MILE	\$150.00	CARRYOUT
J.A. GAGING	13250 NORTHEAST	\$150.00	OFFICE
OAK PARK DIALYSIS	13481 10 MILE	\$150.00	MEDICAL OFFICE

LIQUOR LICENSE RENEWAL

EDDIE'S GOURMET RESTAURANT CLASS C LIQUOR \$250

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

MOTION DECLARED ADOPTED

CM-05-162-21 (AGENDA ITEM #4C) Removed from the Consent Agenda. Payment Application No. 2 for the 2020 Decorative Fence Project, M-695 Phase 2 to American Fence Co. of Warren, MI for the amount of \$86,042.85 - APPROVED

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve Payment Application No. 2 for the 2020 Decorative Fence Project, M-695 Phase 2 to American Fence Co. of Warren, MI for the amount of \$86,042.85.

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS: None

COMMUNICATIONS: None

SPECIAL LICENSES: None

ACCOUNTING REPORTS:

CM-05-163-21 (AGENDA ITEM #10A) APPROVAL FOR PAYMENT OF INVOICES SUBMITTED BY GARAN, LUCOW, MILLER, P.C. FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$13,028.48 - APPROVED

Motion by Edgar seconded by Radner, CARRIED UNANIMOUSLY, to approve payment of invoices #561846, #561847 and #561848 by Garan, Lucow, Miller P.C., for legal services rendered through April 30, 2021 in the total amount of \$13,028.48.

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

MOTION DECLARED ADOPTED

BIDS:

CM-05-164-21 (AGENDA ITEM #11A) REQUEST TO AWARD THE BID FOR THE 2021 WATER MAIN REPLACEMENT PROJECT M-718 TO PAMAR ENTERPRISES OF NEW HAVEN, MI, FOR THE TOTAL AMOUNT OF \$1,139,591.00 - APPROVED

Motion by Radner, seconded by Burns, CARRIED UNANIMOUSLY, to award the bid for the 2021 Water Main Replacement Project M-718 to Pamar Enterprises of New Haven, MI, for the total amount of \$1,139,591.00.

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

MOTION DECLARED ADOPTED

CM-05-165-21 (AGENDA ITEM #11B) REQUEST TO AWARD THE BID FOR THE 2021 WATER MAIN REPLACEMENT PROJECT M-718 TO PAMAR ENTERPRISES OF NEW HAVEN, MI, FOR THE TOTAL AMOUNT OF \$1,139,591.00 - APPROVED

Motion by Radner, seconded by Edgar, CARRIED UNANIMOUSLY, to award the bid for the 2021 Water Main Replacement Project M-718 to Pamar Enterprises of New Haven, MI, for the total amount of \$1,139,591.00.

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

MOTION DECLARED ADOPTED

**CM-05-166-21 (AGENDA ITEM #11C) Added to the agenda. REQUEST TO BID
THE 2020 YARD SERVICES CONTRACT - APPROVED**

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to bid the 2020 Yard Services Contract.

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

MOTION DECLARED ADOPTED

ORDINANCES:

**CM-05-167-21 (AGENDA ITEM #12A) FIRST READING OF AN ORDINANCE TO
REPEAL AND REPLACE ZONING, OF THE CODE OF
ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN
- APPROVED**

Motion by Burns, Seconded by Radner, CARRIED UNANIMOUSLY, to approve the first reading of the following ordinance to repeal and replace Zoning, of the Code of Ordinances of the City of Oak Park, Michigan:

CITY OF OAK PARK, MICHIGAN

ORDINANCE NO.

AN ORDINANCE TO REPEAL AND REPLACE ZONING, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN.

THE CITY OF OAK PARK, MICHIGAN ORDAINS:

SECTION 1 Title

This Ordinance shall be known and may be cited as the “City of Oak Park Zoning Ordinance.”

SECTION 2. Purpose

a. The purpose of this Ordinance is to promote the public health, safety, and general welfare of the community as a wholesome, serviceable, and attractive municipality, by having regulations and restrictions that:

1. Promote compatibility of existing and future land uses.
2. Increase the safety and security of home life.
3. Preserve and create a favorable quality of life for residents.

4. Develop good citizenship.
5. Protect and enhance property and civic values.
6. Facilitate efficient traffic operations, minimize congestion, and accident potential.
7. Enhance the environment for pedestrians and other non-motorized types of transportation.
8. Restrict building in floodplain areas as a means of protecting property owners.
9. Protect wetlands in recognition of their irreplaceable environmental value.
10. Promote aesthetics and minimize blight.
11. Provide for convenient vehicular parking.
12. Provide parks, recreation, schools, religious institutions, and community facilities.
13. Encourage a variety of quality housing.
14. Encourage preservation of environmental features through flexible design standards.
15. Promote clean air and water, access to sunlight, sufficient infrastructure, and public services.
16. Assist in implementing and accomplishing the objectives of the City's adopted Master Plan.
17. Provide reasonable means of protecting and safeguarding the City's economic structure.
18. Provide each property owner with a reasonable and economic use of their land.
19. Lessen congestion, disorder and infringement on property values, safety, and quality of life which are often aggravated due to unregulated development.
20. Prevent overcrowding of land and undue concentration of population.

b. In order to effectively meet this purpose, the City is divided into districts of such number, shape, and area, and of such common unity of purpose, adaptability, or use, that are deemed most suitable to provide for the best general civic use, protect the common rights and interests within each district, and the City as a whole, preserve the property owners right to use their land, and to promote quality of life and business vitality. The regulations of this Ordinance accomplish these purposes by controlling land uses within each district; acknowledging the unique impacts of special land uses through specific standards for their development in appropriate locations within selected districts; promoting quality by limiting the location, height, bulk, occupancy, and uses of buildings, and other structures; defining maximum residential density, specifying the percentage of a site available for a building; and requiring building and parking setbacks from property lines and public street rights-of-way.

SECTION 3. Conflicting Regulations

a. This Ordinance is not intended to abrogate or annul any easement, covenant, or other private agreement, provided that where any provision of this Ordinance is more restrictive or imposes a higher standard or requirement than such easement, covenant, or other private agreement, the provision of this Ordinance shall govern.

b. Except as may otherwise be provided in this Ordinance, every building and structure erected; every use of any lot, building, or structure; every structural alteration or relocation of an existing building or structure and every enlargement of, or addition to, an existing use, building, or structure shall be subject to all regulations of this Ordinance which are applicable in the zoning district in which such use, building, or structure is located.

No setback area or lot existing at the time of adoption of this Ordinance shall be reduced in dimensions or area below the minimum requirements set forth herein. Yards or lots created after the effective date of this Ordinance shall meet at least the minimum requirements established herein.

The regulations herein established shall be considered the minimum regulations for promoting and protecting the public health, safety, and welfare.

SECTION 4. Vested Rights

Nothing in this Ordinance should be interpreted or construed to give rise to any permanent vested rights in the continuation of any particular use, district, zoning classification or any permissible activities therein; and, they are hereby declared to be subject to subsequent amendment, change or modification as may be necessary to the preservation or protection of public health, safety, and welfare.

SECTION 5. Authority

This Ordinance is enacted in accordance with the Michigan Zoning Enabling Act (Public Act 110 of 2006), as amended.

SECTION 6. Validity and Severability

If any court of competent jurisdiction shall declare any part of this Ordinance to be invalid, such ruling shall not affect any other provisions of this Ordinance not specifically included in such ruling. Further if any court of competent jurisdiction shall declare invalid the application of any provision of this Ordinance to a particular parcel, lot, use, building, or structure, such ruling shall not affect the application of such provision to any other parcel, lot, use, building, or structure not specifically included in such ruling.

SECTION 7. 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.

SECTION 8. Repeal of Prior Ordinance

The zoning ordinance previously adopted by the City of Oak Park prior to the adoption of the ordinance from which this chapter is derived and all amendments thereto are hereby repealed. The repeal of such Ordinances shall not have the effect of releasing or relinquishing any penalty, forfeiture, or liability incurred under such Ordinance, or any part thereof, and such Ordinance shall be treated as still remaining in force for the purpose of instituting or sustaining any proper action for the enforcement of such penalty, forfeiture, or liability.

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

MOTION DECLARED ADOPTED

CM-05-168-21 (AGENDA ITEM #12B) FIRST READING OF AN ORDINANCE TO AMEND ARTICLE 2, DIVISION 1, SECTION 201 AND THE OFFICIAL ZONING MAP CONTAINED THEREIN, BEING PART OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY CHANGING THE USE DISTRICT OF CERTAIN PARCELS OF LAND CURRENTLY ZONED B1, NEIGHBORHOOD BUSINESS AND B2, GENERAL BUSINESS TO MX2, MIXED USE 2 DISTRICT - APPROVED

Motion by Burns, Seconded by Radner, CARRIED UNANIMOUSLY, to approve the first reading of the following ordinance to amend Article 2, Division 1, Section 201 and the Official Zoning Map contained therein, being part of the Code of Ordinances of the City of Oak Park, Michigan, by changing the use district of certain parcels of land currently zoned B1, Neighborhood Business and B2, General Business to MX2, Mixed Use 2 District:

CITY OF OAK PARK, MICHIGAN

AN ORDINANCE TO AMEND ARTICLE 2 DIVISION 1 SECTION 201 AND THE OFFICIAL ZONING MAP CONTAINED THEREIN, BEING PART OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY CHANGING THE USE DISTRICT OF CERTAIN PARCELS OF LAND CURRENTLY ZONED B1, NEIGHBORHOOD BUSINESS AND B2, GENERAL BUSINESS TO MX2, MIXED USE 2 DISTRICT.

THE CITY OF OAK PARK, MICHIGAN ORDAINS:

SECTION 1. The Code of Ordinances of the City of Oak Park is hereby amended by changing the use district of the following addresses and parcels currently zoned B1, Neighborhood Business or B2, General Business, according to the City's Official Zoning District Map, Article 2, Division 1, Section 201 to MX2 Mixed Use 2 District.

Coolidge addresses: 23137, 23001, 23100, 23090, 22150, 22100-22140, 22001, 22011, 22031, 22041, 22101, 22105, 22111, 22115, 22121, 22125, 22131, 22123, 22135, 22141, 22151, 22153-22155, 22173, 22185, 2221, Nine Mile addresses: 13770, 13600, 13500, 13400, 13300, 13351, 13631, 13641-13645, 13651, 13701, 13801, 13805-13807, 13821-13825, 13831, 13835, 13841, 13845, 13855, 13901, 13905, 13925, 13941, Parcel ID with no address: 52-25-31-228-021

SECTION 2. It is hereby ordered that the Official Zoning District Map of the City of Oak Park, as herein amended, be incorporated with this ordinance and be considered a part hereof and be published in connection herewith.

SECTION 3. It is further ordered that from and after the effective date of this ordinance, the above described parcels of land shall be in the MX2, Mixed Use 2 District, and be subject to the regulations pertaining to such a district.

SECTION 4. Conflicting Provisions Repealed

All ordinances in conflict with the provisions of this ordinance are repealed only to the extent necessary to give this ordinance full force and effect; provided that all other provisions of the Oak Park Code of Ordinances as heretofore amended shall remain in full force and effect.

SECTION 5. Severability

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

SECTION 6. Effective Date

This ordinance shall be effective thirty (30) days from the date of adoption and shall be published as required by the Charter of the City of Oak Park.

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

MOTION DECLARED ADOPTED

CM-05-169-21 (AGENDA ITEM #12C) FIRST READING OF AN ORDINANCE TO AMEND ARTICLE 2, DIVISION 1, SECTION 201 AND THE OFFICIAL ZONING MAP CONTAINED THEREIN, BEING PART OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY CHANGING THE USE DISTRICT OF CERTAIN PARCELS OF LAND CURRENTLY ZONED LI, LIGHT INDUSTRIAL TO IF, INDUSTRIAL FLEX DISTRICT- APPROVED

Motion by Burns, Seconded by Edgar, CARRIED UNANIMOUSLY, to approve the first reading of the following ordinance to amend Article 2, Division 1, Section 201 and the Official Zoning Map contained therein, being part of the Code of Ordinances of the City of Oak Park, Michigan, by changing the use district of certain parcels of land currently zoned LI, Light Industrial to IF, Industrial Flex District:

CITY OF OAK PARK, MICHIGAN

AN ORDINANCE TO AMEND ARTICLE 2 DIVISION 1 SECTION 201 AND THE OFFICIAL ZONING MAP CONTAINED THEREIN, BEING PART OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY CHANGING THE USE DISTRICT OF CERTAIN PARCELS OF LAND CURRENTLY ZONED LI, LIGHT INDUSTRIAL TO IF, INDUSTRIAL FLEX DISTRICT.

THE CITY OF OAK PARK, MICHIGAN ORDAINS:

SECTION 1. The Code of Ordinances of the City of Oak Park is hereby amended by changing the use district of the following addresses and parcels currently LI, Light Industrial District, according to the City's Official Zoning District Map, Article 2, Division 1, Section 201 to IF, Industrial Flex District.

21955 Republic, 21950 Wyoming, 21930 Wyoming, Capital Street addresses:
13390, 13380, 13350, 13270, 13240, 13200, 13080, 13040, 13000, 12980, 12950, 12930,
12900, 12720, 12700, 11000, 10850, 10800, 10750, 10700, 10600, 10400, 10280, 10240,
10230, 10200, 10150, 10130, 10120, 10100, 10030, 10020, 10010, 8750, 8700, 8624, 8564,
8538-8544, 8500, Parcel ID's with no address: 52-25-32-151-035, 52-25-32-176-019, 25-
33-151-037

SECTION 2. It is hereby ordered that the Official Zoning District Map of the City of Oak Park, as herein amended, be incorporated with this ordinance and be considered a part hereof and be published in connection herewith.

SECTION 3. It is further ordered that from and after the effective date of this ordinance, the above described parcels of land shall be in the IF, Industrial Flex District, and be subject to the regulations pertaining to such a district.

SECTION 4. Conflicting Provisions Repealed

All ordinances in conflict with the provisions of this ordinance are repealed only to the extent necessary to give this ordinance full force and effect; provided that all other provisions of the Oak Park Code of Ordinances as heretofore amended shall remain in full force and effect.

SECTION 5. Severability

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

SECTION 6. Effective Date

This ordinance shall be effective thirty (30) days from the date of adoption and shall be published as required by the Charter of the City of Oak Park.

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

MOTION DECLARED ADOPTED

CITY ATTORNEY: No Report

CITY MANAGER:

Administration

CM-05-170-21

**(AGENDA ITEM #14A) EMERGENCY DECLARATION
RESOLUTION FOR REMOTE MEETINGS - APPROVED**

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve the following Emergency Declaration Resolution for remote meetings:

CITY OF OAK PARK, MICHIGAN

**A RESOLUTION DECLARING A LOCAL STATE OF EMERGENCY FOR THE
PURPOSE OF PERMITTING THE CITY COUNCIL AND OTHER PUBLIC BODIES
OF THE CITY OF OAK PARK TO MEET BY ELECTRONIC AND TELEPHONIC
MEANS**

Minutes of a regular meeting of the City Council of the City of Oak Park held on May 19, 2021, at 7:00 o'clock p.m., local time, by electronic means.

WHEREAS, as recently as May 4, 2021 the Director of the Michigan Department of Health and Human Services (MDHHS) made the following findings:

“The novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person. COVID-19 spreads through close human contact, even from individuals who may be asymptomatic.

On March 10, 2020, MDHHS identified the first two presumptive-positive cases of COVID-19 in Michigan. As of March 1, 2021, Michigan had seen 589,150 confirmed cases and 15,534 confirmed deaths attributable to COVID-19. Michigan was one of the States most heavily impacted by COVID-19 early in the pandemic, with new cases peaking at nearly 2,000 per day in late March. Strict preventative measures and the cooperation of Michiganders drove daily case numbers dramatically down to fewer than 200 confirmed cases per day in mid-June, greatly reducing the loss of life. Beginning in October, Michigan again experienced an exponential growth in cases. New cases peaked at nearly 10,000 cases per day in mid-November, followed by increases in COVID-19 hospitalizations and deaths.

On November 15, 2020, MDHHS issued an order enacting protections to slow the high and rapidly increasing rate of spread of COVID-19. Cases, hospitalizations, and deaths remained high through early December, threatening hospital and public health capacity. On December 7, 2020, December 18, 2020, and January 13, 2021, MDHHS issued orders sustaining those protections. These orders played a crucial role in slowing the spread in Michigan and have brought new cases down to about 1,500 per day. These lower rates prevented Michigan’s healthcare system from being overwhelmed with a holiday surge.

Cases dropped to under 1,000 per day in mid-February. However, trends shifted and cases increased to a seven-day daily average of 6,555 on April 11. The statewide positivity peaked at 18.5 % on April 8. Metrics approached all-time highs, and in some cases surpassed the peaks from the fall/winter surge. While the spring 2021 surge saw more cases in persons who were under the age of 60, there remained a high number of cases seeking emergency care and hospitalizations. Healthcare capacity peaked in mid-April with 601 daily hospital admissions seen in Michigan. Individuals under the age of 60 accounted for nearly 50% of all new admissions.

Positivity, case rates, and hospitalizations have improved since the April peak, but all metrics remain high. Positivity remains above 12% and the case rate for Michigan is above 350 cases per million. As of May 3, there are still over 3,000 Michiganders hospitalized with COVID-19, and 15.9% of all available inpatient beds were occupied by patients who had COVID-19. During this time, Michigan had the highest number of

cases and case rate in the nation, as well as COVID-19 hospital utilization, and COVID-19 ICU utilization according to data from the CDC and U.S. Health and Human Services. The state death rate was 6.5 deaths per million people on May 1, and there are approximately 450 weekly deaths in Michigan attributable to COVID-19. This is an increase of over 350% from the 1.4 deaths per million on March 9, 2020.

Even where COVID-19 does not result in death, and where Michigan's emergency and hospital systems are not heavily burdened, the disease can cause great harm. Recent estimates suggest that one in ten persons who suffer from COVID-19 will experience long-term symptoms, referred to as "long COVID." These symptoms, including fatigue, shortness of breath, joint pain, depression, and headache, can be disabling. They can last for months, and in some cases, arise unexpectedly in patients with few or no symptoms of COVID-19 at the time of diagnosis. COVID-19 has also been shown to damage the heart and kidneys. Furthermore, minority groups in Michigan have experienced a higher proportion of "long COVID." The best way to prevent these complications is to prevent transmission of COVID-19.

Since December 11, 2020, the Food and Drug Administration has granted emergency use authorization to three vaccines to prevent COVID-19, providing a path to end the pandemic. Michigan is now partaking in the largest mass vaccination effort in modern history and is presently working toward vaccinating at least 70% of Michigan residents 16 years of age and older as quickly as possible. As of May 3, 50% of Michigan residents 16 and older have received at least one dose of COVID-19 vaccine. And an increasing number and volume of therapeutics are available, such as monoclonal antibodies, which can help to reduce the severity of COVID-19 cases.

New and unexpected challenges continue to arise: in early December 2020, a variant of COVID-19 known as B.1.1.7 was detected in the United Kingdom. According to the CDC, this variant is roughly 50 percent more infectious than the original strain. On January 16, 2021, this variant was detected in Michigan. B.1.1.7 is currently the dominant strain of COVID-19 in Michigan and the United States. Michigan is second in the nation with respect to the number of B.1.1.7 variant cases detected. Michigan has also detected cases of variants B.1.351, P.1 and B.1.427/B.1.429, which experts continue to study and monitor closely. This further complicates the battle against COVID-19.

WHEREAS, the Director of the MDHHS has concluded that the COVID-19 pandemic continues to constitute an epidemic in Michigan and that control of the epidemic is necessary to protect the public health and requires restrictions on gatherings; and

WHEREAS, the City Council desires to conduct the public business of the City in a manner so as not to place at risk members of the public, City staff, or members serving on public bodies of the City.

NOW, THEREFORE, IT IS RESOLVED, THAT pursuant to the authority contained at § 3 of the Home Rule Cities Act, MCL 117.3 (j) authorizing cities to provide for the public health and safety of persons; §3 of the Open Meetings Act, MCL 15.263 (2) permitting a public body to meet by electronic or telephonic means upon declaration of a local state of emergency or state of disaster if meeting in person would place at risk the personal health or safety of members of the public or members of the public body; and §10 (b) of the Emergency Management Act permitting the Mayor to declare a local state of emergency;

I, Marian McClellan, Mayor of the City of Oak Park based on the findings made by the Michigan Department of Health and Human Services regarding the public health threat posed by the COVID-19 novel coronavirus and its variant strains declare a local state of emergency to permit the City Council and all other public bodies of the City of Oak Park to continue to meet by electronic and telephonic means, and respectfully request the City Council affirm this action through June 30, 2021.

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

MOTION DECLARED ADOPTED

Finance

**CM-05-171-21 (AGENDA ITEM #14B) REQUEST TO RECEIVE AND APPROVE
EXCEPTION RECOMMENDATIONS REGARDING SPECIAL
ASSESSMENT DISTRICTS - APPROVED**

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to receive and approve the following exception recommendations regarding Special Assessment Districts:

Placed back onto the Special Assessment District along with the 10% penalty:

Special Assessment District No. 690 Unpaid Utilities

52-25-29-407-023 23541 Oneida & 52-25-31-277-018 21660 Parklawn
52-25-32-104-119 22100 Dante & 52-25-32-104-101 22158 Dante
52-25-32-104-095 22166 Dante & 52-25-29-431-012 23500 Manistee
52-25-29-451-002 23270 Scotia & 52-25-30-404-025 23551 Cloverlawn
52-25-30-203-011 24640 Gardner & 52-25-30-302-047 23731 Radclift
52-25-29-377-014 12911 Rosemary & 52-25-32-151-081 21800 Coolidge

Special Assessment District No. 693 Unpaid Property Blight

52-25-32-151-014 13241 Albany & 52-25-30-129-003 24790 Sussex
52-25-30-201-026 24641 Kenosha & 52-25-30-353-004 23300 Avon
52-25-31-126-036 22261 Marlow & 52-25-19-453-027 14020 Winchester
52-25-30-102-010 15131 Dartmouth & 52-25-30-127-002 24620 Harding

Permanently Removed along with the 10% penalty:

Special Assessment District No. 690 Unpaid Utilities

52-25-30-102-021 15200 Sutherland & 52-25-29-329-017 23811 Scotia
52-25-29-102-088 12810 Dartmouth & 52-25-30-301-029 15310 Rosemary
52-25-30-379-005 23410 Sussex & 52-25-30-303-061 23201 Radclift
52-25-31-202-011 22160 Kenosha & 52-25-30-276-072 13651 Allan

Special Assessment District No. 692 Unpaid Miscellaneous Concrete Replacement

52-25-29-477-040 10250 Nine Mile

Special Assessment District No. 693 Unpaid Property Blight

52-25-31-177-002 14531 Pearson

Special Assessment District No. 694 Unpaid Sidewalk Replacement

52-25-30-404-024 23561 Cloverlawn

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

MOTION DECLARED ADOPTED

Communications

(AGENDA ITEM #14C) Event and Activity Update

Communications Director Davis reported upcoming activities and events.

PUBLIC COMMENT:

Joseph Stewart, Coolidge Square Condominium Association, addressed Council requesting they lower the late penalty on utility bills and only assess it on the late amount and not on compounded interest. Mr. Stewart also has submitted a written statement to Council regarding this matter.

CLOSED SESSION:

CM-05-172-21 (AGENDA ITEM #17) MOTION TO ADJOURN INTO CLOSED SESSION TO DISCUSS ATTORNEY CLIENT PRIVILEGED COMMUNICATION WITH REGARD TO COOLIDGE SQUARE AND LAURENTIAN VILLAGE CONDOMINIUM DEVELOPMENTS - APPROVED

Motion by Burns, Seconded by Whitehead, CARRIED UNANIMOUSLY, to adjourn into Closed Session to discuss Attorney Client Privileged Communication with regard to Coolidge Square and Laurentian Village Condominium developments.

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

MOTION DECLARED ADOPTED

The Closed Session began at 8:30 PM. The Regular Meeting reconvened at 9:01 PM.

CM-05-173-21 CLOSED SESSION MINUTES - APPROVED

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve the minutes of the 05-19-21 Closed Session.

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

MOTION DECLARED ADOPTED

CM-05-174-21 MOTION TO PROCEED WITH ROLL TO TAXES FOR LAURENTIAN VILLAGE UTILITY ACCOUNTS - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to proceed with roll to taxes for Laurentian Village utility accounts.

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

MOTION DECLARED ADOPTED

**CM-05-175-21 MOTION TO PROCEED WITH ROLL TO TAXES FOR
COOLIDGE SQUARE UTILITY ACCOUNTS - APPROVED**

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to proceed with roll to taxes for Coolidge Square utility accounts.

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

MOTION DECLARED ADOPTED

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 9:03 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 21, 2021

AGENDA #

SUBJECT: Request authorization to bid the proposed fencing for the 2021 Dog Park Project, M-731.

DEPARTMENT: DPW

SUMMARY: Bid documents are being prepared for proposed fencing in conjunction with the 2021 Dog Park Project, M-731. This project is for the installation of a six-foot chain link fence around the enclosed areas of the proposed dog park.

FINANCIAL STATEMENT: There is funding available in the Other Parks, Capital Outlay fund for this expenditure.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for the proposed fencing for the 2021 Dog Park Project, M-731 be approved. Funding is available in the Other Parks, Capital Outlay fund for this expenditure.

APPROVALS:

City Manager: ET

Department Director: KJY

Finance Director: _____

Legal: _____

Budgeted: ☐

EXHIBITS: None

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 21, 2021**AGENDA #**

SUBJECT: Request authorization to bid the 2021 Sewer & Catch Basin Cleaning and Television Inspection Project, M-728.

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

SUMMARY: Plans and specifications are complete for the 2021 Sewer & Catch Basin Cleaning and Television Inspection Project, M-728. This project will clean and televise sewers and catch basin lines in the area shown on the attached map.

FINANCIAL STATEMENT: There is \$350,000 budgeted in the FY 21/22 budget for this expenditure.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for the 2021 Sewer & Catch Basin Cleaning and Television Inspection Project, M-728 be approved. Funding is available in the Water and Sewer Fund No. 592-18-550-930.

APPROVALS:City Manager: _____ *ET* _____Department Director: _____ *KJY* _____

Finance Director: _____

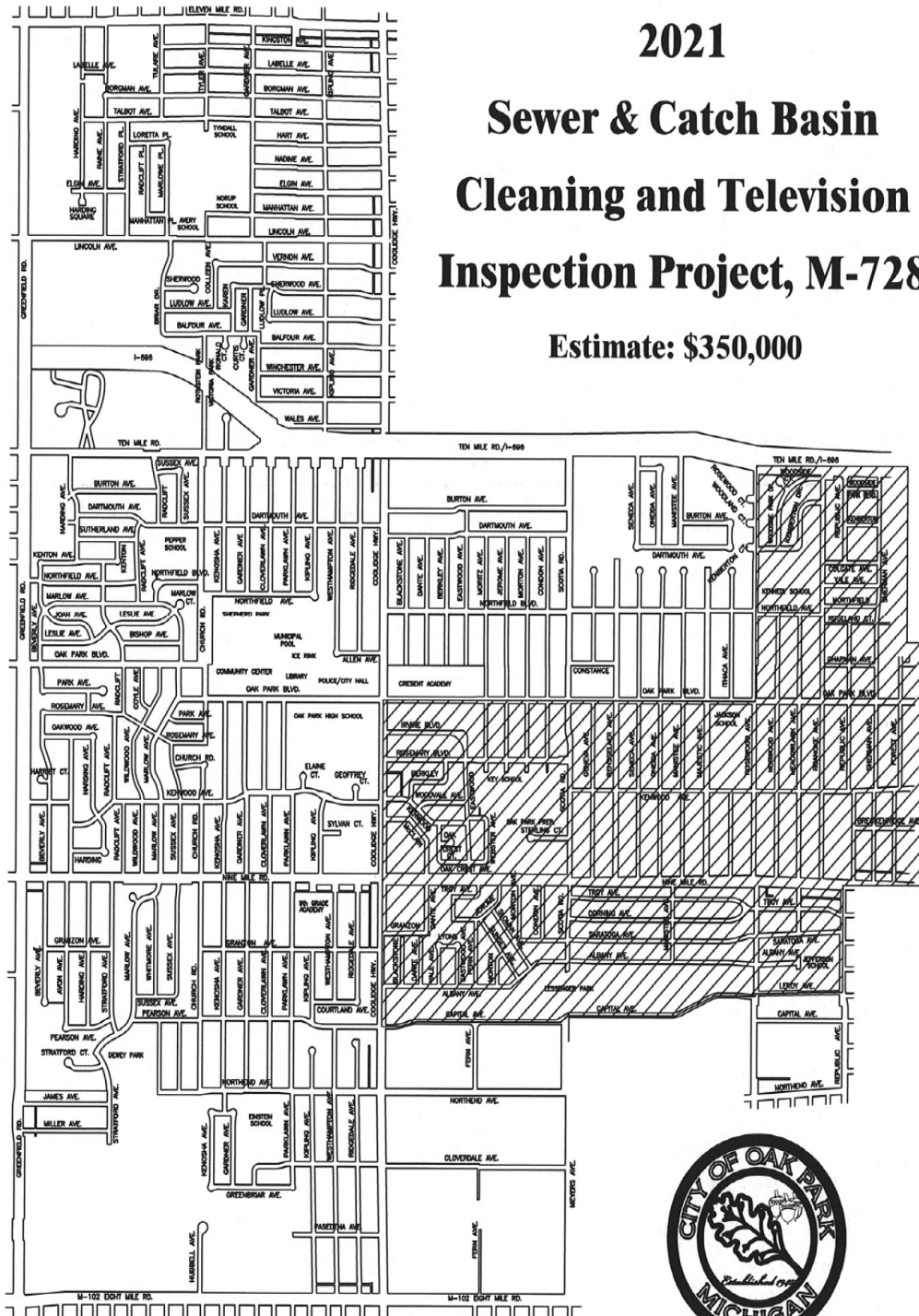
Budgeted: ☐City Attorney: _____ *N/A* _____**EXHIBITS:** none

City of Oak Park

2021

Sewer & Catch Basin Cleaning and Television Inspection Project, M-728

Estimate: \$350,000



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 21, 2021**AGENDA #**

SUBJECT: Request authorization to bid the 2021 Fire Hydrant Blasting and Repainting Project, M-726.

DEPARTMENT: Public Works – *KJY*

SUMMARY: Bid documents are nearly complete for the 2021 Fire Hydrant Blasting and Repainting Project, M-726. This contract will remove paint from the fire hydrants shown on the attached map and repaint them.

FINANCIAL STATEMENT: There is \$50,000 available in the Water and Sewer Fund budget for this service.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for 2021 Fire Hydrant Blasting and Repainting Project, M-726 be approved. Funding is available for this project in the Water and Sewer Fund 592-18-538-930.

APPROVALS:City Manager: *ET*Department Director: *KJY*

Finance Director: _____

Legal: _____

Budgeted: ☐**EXHIBITS:** Map

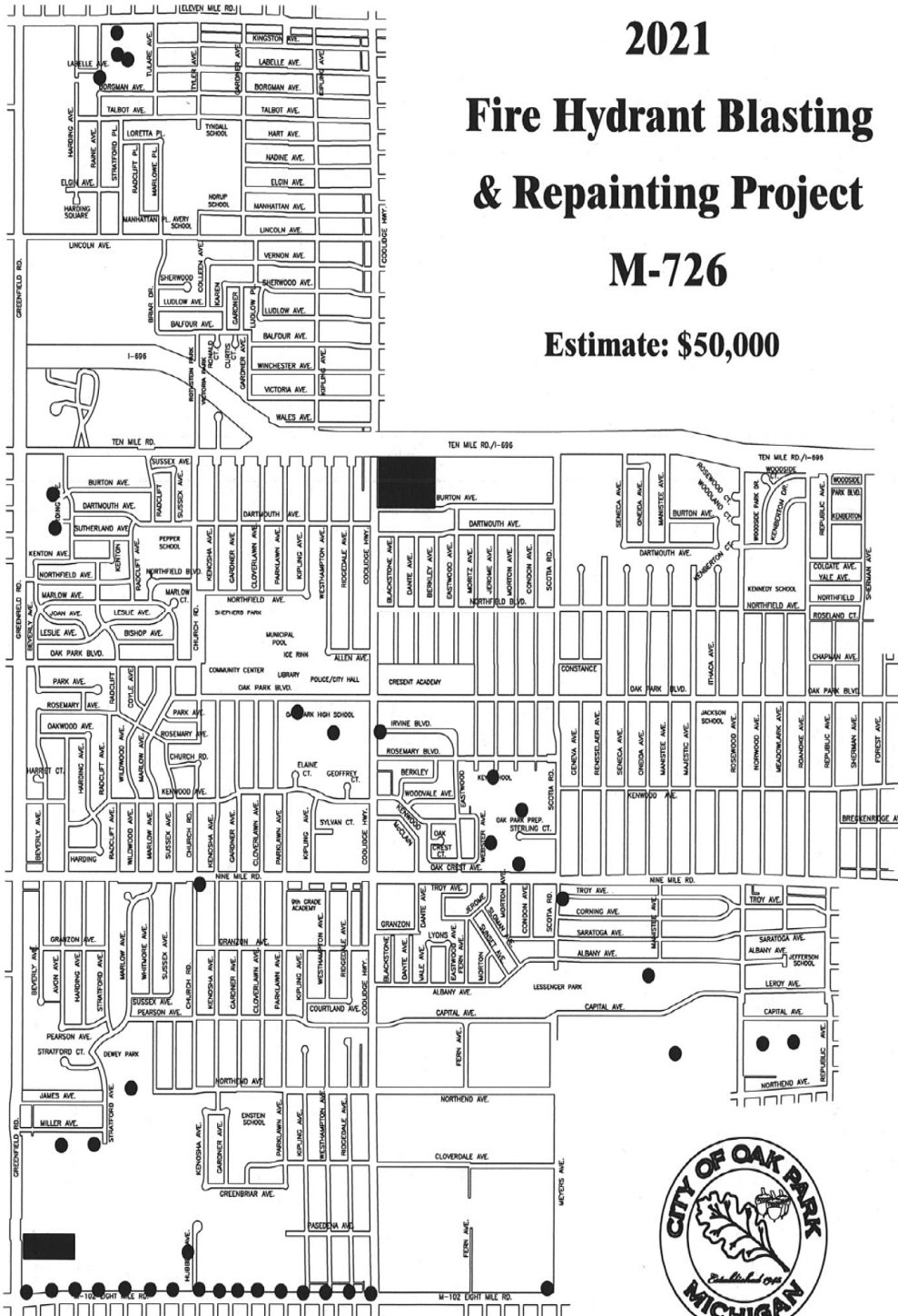
City of Oak Park

2021

Fire Hydrant Blasting & Repainting Project

M-726

Estimate: \$50,000





BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 21, 2021

AGENDA #

SUBJECT: Proposed payment request for Engineering Consulting Services.

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

SUMMARY: Attached is a request for payment for invoices from OHM Advisors for the projects as listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
Safe Routes to School Construction Eng.	\$14,727.00	\$8,274.75	\$23,001.75	\$82,975.00	202-18-479-970
Oak Park AWIA Risk and Resilience ERP	\$1,455.50	\$0.00	\$1,455.50	\$26,500.00	592-18-538-930
Water Reliability Study Update	\$4,668.75	\$0.00	\$4,668.75	\$22,700.00	592-18-538-930
Totals	\$20,851.25	\$8,274.75	\$29,126.00	\$132,175.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$20,851.25. Funding is available in the above listed account.

APPROVALS:

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

Finance Director: _____ City Attorney: _____ *N/A* _____

Budgeted ☐

EXHIBITS: Invoices



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

Invoice Date: 05/26/2021
Invoice #: 334063
Project: 0037-19-0023

Project Name: CE - Safe Routes to School

For Professional Services Rendered through: 5/15/2021

Transportation	435.00
Inspection	6,470.00
Const Admin	570.50
Const Eng	1,567.50
Survey	3,886.00
Sunconsultant	0.00
Amount Due This Invoice **	12,929.00

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
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 05/26/2021
Invoice #: 334063
Project: 0037-19-0023

Transportation**Fixed Rates Labor**

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
3900 - Project Meeting			
Sr. Associate	1.00	195.0000	195.00
Technician III	1.00	120.0000	120.00
5010 - Constr. Phase Eng. & Assistance			
Technician III	1.00	120.0000	120.00
Fixed Rates Labor subtotal	3.00		435.00
Total Transportation			435.00

Inspection**Fixed Rates Labor**

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
106 - Site Inspection			
Graduate Engineer II	39.00	130.0000	5,070.00
107 - Project Meetings			
Technician IV	4.50	140.0000	630.00
514 - Paving Inspection			
Technician IV	5.50	140.0000	770.00
Fixed Rates Labor subtotal	49.00		6,470.00
Total Inspection			6,470.00

Const Admin**Fixed Rates Labor**

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
501 - Gen. Contract Administration			
Technician II	3.50	103.0000	360.50
Technician III	1.75	120.0000	210.00
Fixed Rates Labor subtotal	5.25		570.50
Total Const Admin			570.50

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Const Eng**Fixed Rates Labor**

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
3900 - Project Meeting Professional Engineer/Architect III	9.50	165.0000	1,567.50
Total Const Eng			1,567.50

Survey**Fixed Rates Labor**

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
320 - Control Point Staking Surveyor III	3.00	117.0000	351.00
325 - Staked Paving Surveyor I	8.00	90.0000	720.00
Surveyor II	8.00	110.0000	880.00
328 - Staking Sidewalk Surveyor I	8.00	90.0000	720.00
365 - Survey Data Research Surveyor III	7.00	117.0000	819.00
366 - Survey Crew Supervision Professional Surveyor III	1.00	162.0000	162.00
Surveyor III	2.00	117.0000	234.00
Fixed Rates Labor subtotal	37.00		3,886.00
Total Survey			3,886.00

Total Project: 0037190023 - CE - Safe Routes to School	12,929.00
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REMIT TO:**OHM Advisors**34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512T 734.522.6711
F 734.522.6427

OHM-Advisors.com



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

Invoice Date: 04/29/2021
Invoice #: 333278
Project: 0037-19-0023

Project Name: CE - Safe Routes to School

For Professional Services Rendered through: 4/17/2021

Transportation	0.00
Inspection	0.00
Const Admin	1,385.50
Const Eng	412.50
Survey	0.00
Sunconsultant	0.00
Amount Due This Invoice **	1,798.00

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
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 04/29/2021
Invoice #: 333278
Project: 0037-19-0023

Const Admin

Fixed Rates Labor

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
501 - Gen. Contract Administration			
Technician II	8.50	103.0000	875.50
Technician III	4.25	120.0000	510.00
Fixed Rates Labor subtotal	12.75		1,385.50
Total Const Admin			1,385.50

Const Eng

Fixed Rates Labor

<i>Activity / Employee Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
6030 - Measure, Compute & Document Quant.			
Professional Engineer/Architect III	2.50	165.0000	412.50
Total Const Eng			412.50

Total Project: 0037190023 - CE - Safe Routes to School			1,798.00
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REMIT TO:

OHM Advisors

34000 PLYMOUTH RD

LIVONIA, MICHIGAN 48150-1512

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F 734.522.6427

OHM-Advisors.com



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

Invoice Date: 05/20/2021
Invoice #: 333913
Project: 0037-21-0061

Project Name: Oak Park AWIA Risk and Resilience and ERP

For Professional Services Rendered through: 5/8/2021

Description	Fee	Prior Billed	Total Available	Current Billing
Professional Fees	26,500.00	0.00	26,500.00	1,455.50
Amount Due This Invoice **	26,500.00	0.00	26,500.00	1,455.50

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
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 05/20/2021
Invoice #: 333913
Project: 0037-21-0061

Professional Fees

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	1.00	185.0000	185.00
Graduate Engineer I	5.00	123.0000	615.00
Graduate Engineer III	4.75	138.0000	655.50
Fixed Rates Labor subtotal	10.75		1,455.50
Total Professional Fees			1,455.50

Total Project: 0037210061 - Oak Park AWIA Risk and Resilience and ERP	1,455.50
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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
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 05/20/2021
Invoice #: 333912
Project: 0037-21-0051

Project Name: Water Reliability Study Update

For Professional Services Rendered through: 5/8/2021

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
0037210051 Water Reliability Study Update	22,700.00	0.00	22,700.00	4,668.75
Amount Due This Invoice **	22,700.00	0.00	0.00	4,668.75

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
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 05/20/2021
Invoice #: 333912
Project: 0037-21-0051

0037210051 Water Reliability Study Update

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	0.75	185.0000	138.75
Graduate Engineer III	13.75	138.0000	1,897.50
Sr. Associate	13.50	195.0000	2,632.50
Fixed Rates Labor subtotal	28.00		4,668.75
Total Water Reliability Study Update			4,668.75

Total Project: 0037210051 - Water Reliability Study Update	4,668.75
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REMIT TO:

OHM Advisors

34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

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F 734.522.6427

OHM-Advisors.com



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 21, 2021

AGENDA#

SUBJECT: Payment Application No. 2 for the 2020 Sewer & Catch Basin Cleaning & TV Inspection Project, M-716.

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

SUMMARY: Attached is Payment Application No. 2 for the 2020 Sewer & Catch Basin Cleaning & TV Inspection Project, M-716. This project is cleaning and televising sewers for inspection in the areas shown on the attached map. This project is currently 80% complete.

<u>FINANCIAL STATEMENT:</u>	Original Contract Amount:	\$190,375.00
	Total Completed to Date:	\$156,709.50
	Less Retainage:	\$ 15,670.95
	Net Earned:	\$141,038.55
	Deductions:	\$ 0.00
	Balance:	\$141,038.55
	Payments to Date:	<u>\$ 52,124.40</u>
	Amount Due Doetsch Env. Services:	\$ 88,914.15

RECOMMENDED ACTION: It is recommended that Payment Application No. 2 for the 2020 Sewer & Catch Basin Cleaning & TV Inspection Project, M-716 be approved to Doetsch Environmental Services of Warren, MI. for the amount of \$88,914.15. Funding is available in the Water and Sewer Fund No. 592-18-550-930.

APPROVALS:

City Manager: ET Department Director: KJY

Director of Finance: _____ Legal: NA

Budgeted: ☐

EXHIBITS: Payment Application No. 2, map

PAYMENT APPLICATION

PROJECT: 2020 SEWER & CATCH BASIN CLEANING & TV INSPECTION PROJECT

OWNER: CITY OF OAK PARK, MICHIGAN

CONTRACTOR: DOETSCH ENVIRONMENTAL SERVICES

21221 MULLEN AVENUE
WARREN, MI 48089

JOB NUMBER: M-716

APPLICATION NO.: 2

PERIOD ENDING: 5/15/2021

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Medium 8" Sewer Cleaning & TV Inspection	200	LFT \$1.50	177	\$265.50	177	\$265.50
2	Medium 10" Sewer Cleaning & TV Inspection	5,300	LFT \$1.50	3,115	\$4,672.50	3,656	\$5,484.00
3	Medium 12" Sewer Cleaning & TV Inspection	31,000	LFT \$1.50	11,883	\$17,074.50	29,086	\$43,679.00
4	Medium 15" Sewer Cleaning & TV Inspection	12,700	LFT \$1.50	6,162	\$9,243.00	11,830	\$17,745.00
5	Medium 18" Sewer Cleaning & TV Inspection	14,700	LFT \$1.75	9,951	\$17,414.25	14,696	\$25,718.00
6	Medium 21" Sewer Cleaning & TV Inspection	11,300	LFT \$1.75	4,029	\$7,050.75	9,473	\$16,577.75
7	Medium 24" Sewer Cleaning & TV Inspection	5,800	LFT \$1.75	4,695	\$8,216.25	4,946	\$8,655.50
8	Medium 27" Sewer Cleaning & TV Inspection	4,900	LFT \$1.75	3,199	\$5,598.25	4,031	\$7,054.25
9	Medium 30" Sewer Cleaning & TV Inspection	1,900	LFT \$2.00	1,451	\$2,902.00	1,680	\$3,360.00
10	Medium 33" Sewer Cleaning & TV Inspection	200	LFT \$2.00	140	\$280.00	223	\$446.00
11	Medium 36" Sewer Cleaning & TV Inspection	3,200	LFT \$2.00	1,166	\$2,332.00	2,015	\$4,030.00
12	Medium 42" Sewer Cleaning & TV Inspection	1,000	LFT \$4.00	736	\$2,944.00	736	\$2,944.00
13	Medium 48" Sewer Cleaning & TV Inspection	1,200	LFT \$4.00	0	\$0.00	0	\$0.00
14	Medium 54" Sewer Cleaning & TV Inspection	0	LFT \$4.00	0	\$0.00	0	\$0.00
15	Catch Basin Lead Cleaning & TV Inspection	10,600	LFT \$1.50	6,427	\$9,640.50	6,427	\$9,640.50
16	11 Mile Parking Lot CB Lead Cleaning & TV Inspection	0	LFT \$10.00	0	\$0.00	0	\$0.00
17	Catch Basin Structure Cleaning	425	EA \$40.00	279	\$11,160.00	279	\$11,160.00
18	Sewer Lateral Protruding Lead Cutting	5	EA \$10.00	0	\$0.00	0	\$0.00

Period Total Amount:

\$98,793.50

Amount to Date:

\$156,709.50

Original Contract Amount:

\$190,375.00

Earnings This Period:

\$98,793.50

Total Earnings to Date:

\$156,709.50

Less Retainage:

\$15,670.95

Net Earned:

\$141,038.55

Deductions:

\$0.00

Balance:

\$141,038.55

Payments to Date:

\$52,124.40

AMOUNT DUE DOETSCH ENV. SERVICES:

\$88,914.15

Accepted By:

Doetsch Environmental Services

Date:

6/9/21

Approved By:

Robert Barrett, Director Technical & Planning Services
City of Oak Park, Michigan

Date:

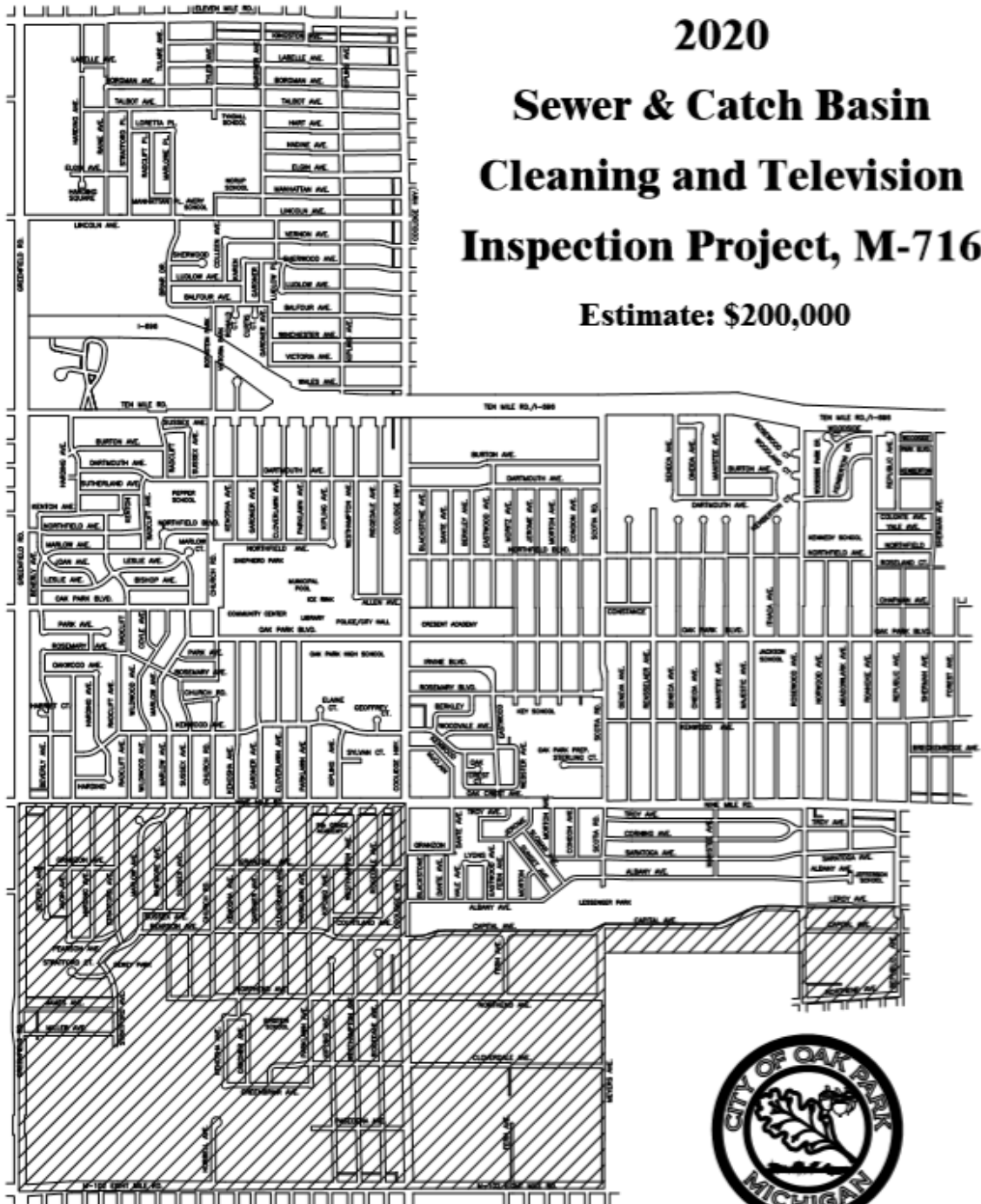
6/14/21

City of Oak Park

2020

Sewer & Catch Basin Cleaning and Television Inspection Project, M-716

Estimate: \$200,000





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

PARKS AND RECREATION COMMISSION REGULAR MEETING

Minutes from March 17, 2021 at 7:00 pm

Virtual Meeting

I. Meeting called to order at 7:01 p.m. by Andrew Cissell.

II. Introductions – Welcome

Members present: Beverly Wiggins, Juanita Bell, Mickey Alderman, Andrew Cissell, Theresa Henderson, Alexander Simpson, Dwight Thomas, Diane Spiller

Members absent: Patrick North

Staff members present: Laurie Stasiak, Recreation Director

Councilmembers present: Julie Edgar

Guests: None

III. Approval of Agenda for March 17, 2021.

Motion by Mickey Alderman to ACCEPT

Seconded by Dwight Thomas

PASSED.

IV. Approval of minutes of Parks and Recreation Commission Meeting of February 17, 2021.

Motioned by Alexander Simpson to ACCEPT.

Seconded by Beverly Wiggins

PASSED.

V. Council updates – Council Member Julie Edgar

Council member Edgar is extremely excited about the proposed Juneteenth Event that Councilmember Shaun Whitehead had discussed at last months Parks and Recreation Commission meeting. The Committee idea came before the City Council at the last meeting and was unanimously voted on and approved. Councilmember Edgar hopes we can still go forward and hold our summer events and the Juneteenth event safely. With COVID cases going up we want our community to be safe. This would be a great event for our community.

City Council approved bid items for the new linear park, benches, trash receptacles, and bike racks. Councilmember Edgar added it's good to see us move forward with this project.

Sidewalk repair program is on hold for another year. Discussion as to why residents must pay for sidewalks on their property.

VI. Recreation Updates – Laurie Stasiak, Recreation Director**The Shamrock Shenanigan Scavenger Hunt results.**

This past Saturday March 13 saw the second Community Scavenger Hunt!

The prizes included:

1st place received a family membership to The Henry Ford

Winners 2-5 received an Oakland County Family Fun Pass Book for 2021.

First Place is the Whitehouse family

2-5 winners are: Caporale Family, Rettich Family, Merck Family, Ross Family,

A big thank you to our participating Oak Park businesses:

Scheers Ace Hardware,

Star Bakery,

Oak Park Social,

Book Beat

Dunkin Donuts/Baskin Robbins

****Our next scavenger Hunt will be in May.**

Bingo Mondays

We saw 10 cars for Bingo on Monday March 8. Warmer weather nudged more players out to the event.

Our next Bingo will be March 22, 2021.

Farmers Market

Applications were sent out for the 2021 Farmers market season. It appears all but one vendor will be returning. The single vendor that is not returning is because she recently got a full time job that requires her to work on Wednesdays.

Market will begin on July 7 and conclude on September 29.

Maralee had a meeting with the social workers and programmers at both Tietel and Prentis Apartments on Thursday March 11 to discuss resources and possible Pop-up rec events in partnership with both entities. More details to follow as they occur.

E-sports has been running smoothly. This is the first time running such leagues so staff is continuing to learn small things that will help enhance the program, as well as grow it.

Upcoming Trivia Nights are, Star Wars, All Things Disney, and Game of Thrones! Trivia is continuing to have solid registration number. Staff could use some ideas for themes, so if anyone has any, feel free to send some to the Recreation Department.

Youth Sports: We have received a lot of calls for soccer and baseball! Currently, we have one team in each age group U4-U10, that will be participate in the Quad City League, (Ferndale, Hazel Park and Pleasant Ridge). We also have a good group of coaches that have the right attitude as well as the technical knowledge of soccer.

Our next **Teen Council Meeting** is on Wednesday, March 31 at 4pm.

Plans are underway for the **Summer Blast** event scheduled for June 18-20, 2021.

More details to follow.

Volunteers may be needed for this three-day event.

Linear Park and Connector Park Presentation and Patronicity Video - Director Stasiak shared with the Commission the Presentation that was given at the March 1, City Council Meeting by Crystal VanVleck, Director of Strategic Planning and Special projects, Laurie Stasiak, Recreation Director and Kimberly Marrone, Director of Economic Development and Planning.

VIII. Old Business – Commission

Update Dog Park Committee - Committee Chair, Andrew Cissell is pleased at the progress that the committee is making on the development of the dog park. The Committee met out at Lessenger Park to discuss that park as a possible future site. Dave DeCoster, Director of Facilities, is on the Committee and will be preparing a map of the area for members to review and give input. We are considering the size, how many sections, water source, shade options, amenities, lighting, grass, and fencing. The Committee is moving quickly, and the city could have a dog park by 2022. City Council would need to vote on moving the project up to be completed in next year's budget for Capital Projects. Andrew is hearing some excitement in the community for the dog park.

IX. New Business – Commission

X. Announcements – Happy Birthday to Patrick North, who's Birthday is today. Also, Happy Birthday to Alexander Simpson and Andrew Cissell whose Birthday is tomorrow and Beverly Wiggins whose Birthday is on March 23.

XI. Adjourn

Motion to ADJOURN meeting by Dwight Thomas

Seconded by Beverly Wiggins

Motion APPROVED

Meeting ADJOURNED at 7:58 p.m.

Respectfully submitted by Theresa Lorick-Henderson, Secretary and
Laurie Stasiak, Recreation Director.



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

PARKS AND RECREATION COMMISSION REGULAR MEETING

Minutes from April 21, 2021 at 7:00 pm

Virtual Meeting

I. Meeting called to order at 7:00 p.m. by Patrick North.

II. Introductions – Welcome

Members present: Beverly Wiggins, Juanita Bell, Mickey Alderman, Andrew Cissell, Theresa Henderson, Alexander Simpson, Dwight Thomas, Diane Spiller

Members absent: None

Staff members present: Laurie Stasiak, Recreation Director

Councilmembers present: Julie Edgar

Guests: None

III. Approval of Agenda for April 21, 2021.

Motion by Dwight Thomas to ACCEPT

Seconded by Mickey Alderman

PASSED.

IV. Approval of minutes of Parks and Recreation Commission Meeting of March 17, 2021.

Motioned by Mickey Alderman to ACCEPT.

Seconded by Dwight Thomas

PASSED.

V. Council updates – Council Member Julie Edgar

Council member Edgar reported on that City Council has been involved in the budget sessions with the City Departments. The Recreation Budget did pass for the 21/22 budget year and for the two years after as the city has a three year budget. She would like to see the Capital Improvement budget higher for more park improvements. There was some discussion as to the need for bathroom improvements at Shepherd Park. Capital Improvement projects are slated for new bathrooms and for improvements to the existing bathrooms in future budget years and the possibility of moving those items up on the project list. Shepherd Park is a nice park facility and many residents utilize it, we want to keep it clean and inviting for people to come and feel comfortable.

VI. Recreation Updates – Laurie Stasiak, Recreation Director

Senior Bingo will continue to be run twice a month through the summer. There is more interest in participants volunteering to get the word out on these dates. A memorial recognition will take place in warmer weather for those numerous seniors we have lost over this past year that were regulars to our Oak Park Bingo family. Date to be determined.

Oak Park Farmers Market: Meetings have been taking place with the Oak Park Facilities Supervisor in regards to the new location of the market. It is proposed that the market will be located on the Coolidge side of the school, in hopes that it will have higher visibility, easier to access around all the Forgotten Harvest traffic. We have secured two new vendors and will see the return of a former vendor.

Market opening day is July 7 and will conclude on Sept. 29. Hours are from 9 am – 2 pm.

Spring Scavenger Hunt is being planned for May 15 and sponsorship is being sought after.

Summer Blast: Due to the increase in Covid numbers and the states orders on outdoor gatherings, council has decided to cancel the event scheduled for June. The new date will be in the first weekend of October. More information to come as we get closer to the date.

Independence Day Celebration: This also has been cancelled based on the states outdoor gathering mandates.

The recreation staff will be assembling a family Fun on the Fourth Activity box that will have schedules' for back yard games , supplies for games, party supplies , recipes for sweet treats etc... Registration is required and there will be a small fee due upon registering their family. Sponsors are being sought to help defer the total cost of this event.

Summer new programs will include:

Senior outdoor picnic lunches & mini concerts. More information to follow.

Youth and Adults Sports

ESports concludes this week. We have been getting positive feedback from participants and we are looking forward to growing the program. Staff will be sending out a survey asking what games our participants would like for us to offer.

We are opening the pool and offering summer camp! Staff is working on policies and procedures to offer both programs safely for both our staff and patrons. The State of Michigan has sent out their guidelines so we are including those with our procedures. We are also currently hiring for seasonal positions including; Pool Manager/Asst Manager, Lifeguard, Pool Cashier/Attendant, Camp Director/Asst Director, Camp Counselor, Park Ranger, Recreation Assistant, Seasonal Office Assistant, Bus Drivers and Field Supervisor.

We are following the Governors ask to suspend youth sports for two weeks, which ends on Friday. As of now, we will begin practice next week for youth soccer and games begin the following week.

Regarding baseball – We are planning to participate in the Madison Heights/Clawson/Troy baseball league for Majors (13-15 age group). The Quad-City Alliance is looking to join together which will make up a whole Division. There will be some interleague play, very similar to how MLB games are scheduled. Madison Heights also expressed an interest in joining our younger age groups as well. This will expand our league, allowing for more kids to play baseball.

Our next Teen Council Meeting is on Wednesday, April 28 at 4pm.

Nine Mile Linear Park Public Art Exhibit: Request for Artist Proposals-Oak Park is inviting artists and artist teams to submit proposals for the first commissioned public art exhibit which will span multiple locations within the City's new Nine Mile Linear Park. We are seeking design proposals for public art from experienced, professional artists that is large-scale and can withstand the harsh outdoor elements of the environment. Proposals are due May 14, 2021 and submissions will be reviewed by the Nine Mile Linear Park Public Art Ad Hoc Committee **made up of residents**, and final selections will be made by City Council. The total budget for the project is \$40,000.

The City released the Request for Proposals (RFP) on April 1, and the due date is May 14th. I have attached the RFP to this email, but it can also be located on the City's Nine Mile Redesign page. This page also features all the aspects of the City's Nine Mile Corridor transformation, particularly Phase 2, which we are embarking on this summer, and includes the Liner Park and the City's first commissioned public art exhibit. The page can be found here: https://www.oakparkmi.gov/departments/community_and_economic_development/nine_mile_redesign_updated.php

VIII. Old Business – Commission

Update Dog Park Committee - Committee Chair, Andrew Cissell reported that everything is moving along with the Dog Park, the dog park survey will be out on Monday, April 26 and residents can fill it out until May 31. The link will be on our website and posted on Facebook. There will also be hard copies available to be filled out by calling the Recreation Office. There will be information sent out to the neighbors of Lessenger Park and they will be invited to our Public Open Houses to discuss more in detail the logistics of the Dog Park.

It was discussed to have the June 16 Parks and Recreation Commission meeting at Lessenger Park to discuss the Dog Park site plan.

IX. New Business – Commission

Juneteenth Committee Update: Juanita Bell and Alexander Simpson

Juanita and Alexander reported that the committee has met twice to discuss plans for the Juneteenth Events, their next meeting is Wednesday, April 28. Very productive meetings. Discussed the Essay contest for all kids to enter who are in Oak Park School: "What does Juneteenth mean to you?" Elementary, Middle School and High School Divisions. Other ideas were performers and having the winners read their essays. With the cancellation of Summer Blast they are not sure how that will affect the Juneteenth events.

X. Announcements – Happy Birthday to Dwight's Thomas who's Birthday is May 1st! Happy 70th!

XI. Adjourn

Motion to ADJOURN meeting by Dwight Thomas

Seconded by Alexander Simpson

Motion APPROVED

Meeting ADJOURNED at 7:56 p.m.

Respectfully submitted by Theresa Lorick-Henderson, Secretary
and

Laurie Stasiak, Recreation Director.



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 VIRTUAL REGULAR MEETING: May 19, 2021

I. Meeting called to order by at: 7:00 pm By: Patrick North

II. Introductions: None

Members Present: Patrick North, Beverly Wiggins, Mickey Alderman, Theresa Lorick-Henderson, Alexander Simpson, Juanita Bell, Diane Spiller, Dwight Thomas

City Council Members Present: None

Commissions Absent: Andrew Cissell

Staff Members Present: Maralee Rosemond, Recreation Coordinator

III. Approval of Agenda for May 19, 2021.

Motion: Beverly Wiggins Seconded: Mickey Alderman **Approved**

IV. Approval of Minutes of Parks and Recreation Commission Meeting of April 21, 2021.

Motioned by: Alexander Simpson (with additions) **Approved**

Seconded by: Mickey Alderman

Corrections (if any): There was mention of Covid-19 testing going on at the Community Center, but right now we don't know if that will indeed happen. The vaccination clinic is still going on, and will continue. Vaccines are now available for 12 and up for Oak Park students at Nova, on Parklawn, from 9 a.m.-4 p.m.

Passed

Not passed

V. Council Comments (**no comments**)

VI. Recreation Updates:

- A. Senior Bingo every other Monday info in the Senior Scoop, 11:30-12:30.
- B. Senior Picnic Lunches, held at Shelter 1. Lunches will not exceed \$6. There will be 8 held throughout the summer. Food will be ordered from local, Oak Park businesses.
- C. Tentatively we have 4 pop up concerts planned for seniors, throughout July and August. They'll each be an hour long. Looking for a minimum sponsor of \$250 for each – been reaching out to local businesses for this. They're scheduled for 12-1 p.m., more geared for older adults.
- D. Summer Blast has been cancelled. Our tentative replacement will be Fall Fest, held on Oct. 2. We hope to have it 3 days long, and if not possible, then only 1 day.
- E. Fourth of July: We'll have the take-home family fun packs, sponsored by PNC Bank! More info to come, like take-home games, local gift certificates, etc. Families can register for these. Sponsorship is being sought for the Fire Cracker home decorating awards, much like the Halloween and Christmas décor awards.
- F. Farmers Market will begin July 7 in a new location, the parking lot on Coolidge of Oak Park High School. We have 4 new vendors this year. The Power of Produce program for adults and kids is happening again. Joyful tots will sponsor books for the children's program.
- G. Pool repairs and preparations will be complete in the next couple of weeks -- it's being filled with water, and we're interviewing pool staff. New managers have been hired, so the pool leadership is new this year. We're closely monitoring the CDC guidelines to make sure everyone is safe. Pre-registration will be required for open swim times, at half capacity, in accordance with CDC suggestions as well as what other local pools are planning for the season. Summer Camp is coming up and we are hiring staff for that as well, and CDC guidelines will also be followed for that. Spring soccer is nearly over, baseball registration is almost over, and the games will be played in Victoria Park. The next Teen Council meeting will be May 26 at 4 p.m., and currently there are 3 active teens on the Council. David is actively trying to recruit more. A park cleanup project has been discussed with the Council, and they'll follow up on that during the next meeting.

VII. Old Business – Commission

- a. Dog Park: Tabled
- b. Juneteenth committee: Juanita and Alexander are excited about the planning. This is the City's 1st Juneteenth celebration. It's a virtual celebration of 3 parts: a performance cast, an essay reading (already received several entries). The theme for the whole day is: Juneteenth, Our

History, Our Culture. We will have the LSO Dance Company to perform, the Dancing Divas (from Enhance Fitness!), and possibly a member of the Temptations! We have a committee of 12 and they're doing a fantastic job. Next meeting is Sunday, May 23 at Shepherd Park, and the program will be recorded on Monday, May 24. It will run starting at 12:01 a.m. on June 19th, with repeated viewings on the City television channel and YouTube. Asked to be put on the agenda for next month's meeting as well.

VIII New Business – Commission

a. Fall Fest: Tabled

IX. Announcements: The Dog Park Survey is still online and social media, spread the word!

X. Meeting adjourned at 7:25 p.m.

Motioned by: Beverly Wiggins

Seconded by: Dwight Thomas

Motion: **Passed**

Respectfully submitted,

Theresa Henderson
Secretary

and
Danielle Fracassa
Administrative Assistant to the Recreation Department

MERCHANT'S LICENSES - JUNE 21ST, 2021
(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
RENEWALS	ADDRESS	FEES	BUSINESS TYPE
ACME LADDER & SUPPLY	10101 CAPITAL	\$150.00	WHOLESALE AND INDUSTRIAL SUPPLIES
HUNTINGTON CLEANERS	13000 CAPITAL	\$150.00	DRY CLEANERS
CLOSEOUTS RR US	13240 CAPITAL B	\$150.00	WHOLESALE
DEEZER	13201 CLOVERDALE	\$150.00	WHOLESALE WOODRAH SUPPLIES
AUDITORY INSTRUMENTS	13261 CLOVERDALE	\$150.00	REPAIR, SELL AND CALIBRATE AUDITORY EQUIPMENT
WALKER PRINTERY	13351 CLOVERDALE	\$150.00	PRINTING COMPANY
DETROIT AUTO ELECTRIC	21040 COOLIDGE	\$150.00	FLEET MAINTENANCE, TRUCK REPAIR
EXPRESS COLLISION	21470 COOLIDGE	\$150.00	AUTO REPAIR
O'REILLY AUTO PARTS	23125 COOLIDGE	\$150.00	RETAIL
LUST LASH COLLECTION	23140 COOLIDGE	\$150.00	SELLING HAIR EXTENSIONS AND EYELASH PRODUCTS
DR. SALWAN FRANCIS DDS	24621 COOLIDGE	\$150.00	DENTAL OFFICE
AQUATIC SOLUTIONS PHYSICAL THERAPY	25591 COOLIDGE	\$150.00	OUTPATIENT MEDICAL FACILITY
DEBORAH HECHT LLC	25907 COOLIDGE	\$150.00	ART & ANTIQUES, GALLERY AND STUDIO
METROPOLITAN REHAB CLINICS	21700 GREENFIELD 130	\$150.00	ADDICTION AND REHAB CLINIC
BREAD BASKET	26052 GREENFIELD	\$150.00	RESTAURANT
WHITE CASTLE	26500 GREENFIELD	\$150.00	RESTAURANT
GLR OF OAK PARK	26500 HARDING	\$150.00	ELECTRONIC AND RECYCLING

DISCOVERED OPERATING WITHOUT A BL	ADDRESS	FEES	BUSINESS TYPE
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**CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE**

Today's Date: 6/16/21

Applicant Information

Applicant/Business Name: Adriel Lechner

Applicant/Business Address: 12740 Sterling Court, Oak Park, MI 48237

Phone number: 5072191079

E-Mail Address: lechnera323@gmail.com

Relation of applicant to business: self

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

Owner Information

Owner or manager of site: self

Phone: _____

Names and addresses of partners or officers of corporation:

Event Information

Proposed date(s) of event: block party July 4, 2021 Has this event been held previously? ☒ Yes ☐ No

Address or location of event: Sterling Court, Oak Park, MI 48237

Is this a City owned park? Yes, neighborhood

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 party with music, food and water games

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

If yes, please describe how so: Just our neighborhood for those who want to attend

Estimated number of people attending event? 20-30

Hours of Event: 4 - 8pm

Are you requesting to have a parade? ☐ Yes ☒ No

If yes, please attach a map of the parade route

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

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

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

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

Food Services

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

Will the food be prepackaged or prepared on site: prepared in people's homes

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: none

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.

Adriell Lechner

Applicant's Signature

Please consider waiving fee.
Thank you!

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

Adriel Lechner, Sterling Court Block Party

Sterling Court

DATE: July 4, 2021 at 4:00 pm – 8:00 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>	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 provide regular checks as part of normal patrols.	35mins	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Kevin Yee</i>	Drop off/pick up barricades	½ hour	N/A
ADDITIONAL <i>Administration</i>	N/A	N/A	\$100 fee waiver requested

**GARAN
LUCOW
MILLER P.C.**

GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 Brewery Park Blvd, Ste 200
Detroit, Michigan 48207
313-446-1530
Tax I.D. 38-1879991

Invoice 564148**June 10, 2021**

Erik Tungate
City of Oak Park
14000 Oak Park Blvd.
Oak Park, MI 48327

*Re: Leonard Cohen & Sara M. Cohen v City of
Oak Park*

*Client 7406
Matter 46*

Statement for City Attorney Legal Services

For Legal Services Rendered Through Monday, May 31, 2021

\$ 75.00**Fee Total**

Total Costs Advanced**\$ 0.00****Total Fees and Disbursements: \$ 75.00**

*Invoices for legal services are due upon receipt. To ensure proper application of your payment,
Please indicate our invoice number and client/matter number on your remittance.*



GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 Brewery Park Blvd, Ste 200
Detroit, Michigan 48207
313-446-1530
Tax I.D. 38-1879991

Invoice 564149

June 10, 2021

Erik Tungate
City of Oak Park
14000 Oak Park Blvd.
Oak Park, MI 48327

*Re: Tina Polk and Richard Newton v City of Oak
Park, County of Oakland, et al.*

*Client 7406
Matter 24*

Statement for City Attorney Legal Services

For Legal Services Rendered Through Monday, May 31, 2021

\$ 165.00

Fee Total

Total Costs Advanced

\$ 0.00

Total Fees and Disbursements: \$ 165.00

*Invoices for legal services are due upon receipt. To ensure proper application of your payment,
Please indicate our invoice number and client/matter number on your remittance.*



1155 Brewery Park Blvd, Ste 200
Detroit, Michigan 48207
313-446-1530
Tax I.D. 38-1879991

Invoice 564159

June 10, 2021

Erik Tungate
City of Oak Park
14000 Oak Park Blvd.
Oak Park, MI 48327

Re: In Re: City of Oak Park

*Client 7406
Matter 1*

Statement for City Attorney Legal Services

For Legal Services Rendered Through Monday, May 31, 2021

\$12,083.34

Fee Total

Costs Advanced:

Date	Description	Amount
05/17/21	Fee to Attorney's Aides, Inc. - Service to Oak Park	30.00
Total Costs Advanced		\$ 30.00

Total Fees and Disbursements: \$12,113.34

*Invoices for legal services are due upon receipt. To ensure proper application of your payment,
Please indicate our invoice number and client/matter number on your remittance.*

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 21, 2021**AGENDA #**

SUBJECT: Second reading amending the Utility Ordinance, Chapter 82, Section 82-312, to reflect changes for monthly billing, the various utility rates, and their effective dates as presented in the proposed FY 2021-22 budget and approved May 12, 2021.

DEPARTMENT: Finance / Utility Billing Division

SUMMARY: a) Change Quarterly rates to reflect Monthly rates.

b) Adjust Penalty to 5%.

c) Adjust Industrial Waste to reflect Great Lakes Water Authority change.

d) Adjust the effective dates of the various utility rates.

e) Adjust the High Strength Surcharges to reflect changes from Great Lakes Water Authority and Oakland County Drain Commissioner.

f) Updated language to reflect rebranding of the division to Utility Billing.

RECOMMENDED ACTION: It is recommended that City Council adopt the amended ordinance.

APPROVALS:

City Manager: _____ *ET* _____

Director of Finance: _____ *SC* _____

Budgeted: ☐

Legal: _____

EXHIBITS: Draft Ordinance Amendment

CITY OF OAK PARK, MICHIGAN

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 82, UTILITIES, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTION 82-311 THEREOF.

THE CITY OF OAK PARK ORDAINS:

ARTICLE V. – RATES AND CHARGES

Sec. 82-311. – Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Department means the city department of ~~water supply~~ **utility billing**.

Finance director means the director of the city department of finance.

Premises means each lot or parcel of land, building or premises having any connection to the water distribution system of the city or the sewage disposal system of the city.

Superintendent means the superintendent of the city department of water supply.

(Code 1973, § 42-115; Ord. No. O-94-317, § 4, 2-7-94)

Cross reference— Definitions generally, § 1-2.

Sec. 82-312. – Basis of charges.

All water service shall be charged for on the basis of water consumed as determined by the meter installed in the premises of water or sewage disposal service customers by the department. All sewage disposal service shall be charged for on the basis of water consumed and pollutants discharged into the sewage system. **Stormwater runoff service shall be charged on the basis of a premises' pervious and impervious surface areas.** No free water service, ~~or~~ sewage disposal service, ~~or stormwater runoff service~~ shall be furnished to any person.

(Code 1973, § 42-116)

Charter reference— Utility rates and charges, collection, § 14.3 et seq.

Sec. 82-313. – Determination.

- (a) *Generally.* The rates and charges to be imposed for the consumption and use of water, ~~and sewer services~~ **sewage disposal, and stormwater runoff 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~~ **sewage disposal, and stormwater runoff** services are as follows:

- (1) *Water rates.* Effective on all bills rendered on or after July 1, 2020, 2021 the rates to be charged for water service shall be as follows:
- a. ~~Four dollars and fifty one cents~~ ~~Forty-five dollars and ten cents (\$45.10)~~ ~~(CCF)~~ ~~per thousand~~ ~~centum~~ ~~cubic feet (CCF)~~ ~~(\$4.51)~~ per thousand
 - b. ~~Quarterly~~ ~~Monthly~~ meter service and maintenance charges, in addition to subsection (b)(1) of this section as follows:
 - ~~5/8-inch meter\$4.75~~ ~~\$1.59~~
 - ~~3/4-inch meter5.03~~ ~~\$1.68~~
 - ~~1-inch meter5.42~~ ~~\$1.81~~
 - ~~1½-inch meter8.05~~ ~~\$2.68~~
 - ~~2-inch meter9.14~~ ~~\$3.05~~
 - ~~3-inch meter63.80~~ ~~\$21.27~~
 - ~~4-inch meter69.57~~ ~~\$23.19~~
 - ~~6-inch meter79.40~~ ~~\$26.47~~
 - c. The minimum ~~quarterly~~ ~~monthly~~ (three ~~one~~ –month) water charge (includes water and meter service charge for a 5/8-inch meter service) to each premises connected with the water supply system shall be the sum of ~~\$27.30~~ ~~\$10.61~~ 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~~ ~~Effective on all bills rendered on or after July 1, 2021 the rates to be charged for sewage disposal shall be as follows:~~
- a. ~~Basic sewage disposal rate; minimum quarterly charge.~~ ~~Commencing July 1, 2020 the basic sewage disposal rate shall be \$48.60 per 1,000 cubic feet of water consumed.~~ ~~Four dollars and eighty six cents (\$4.86) per centum cubic feet (CCF) of water consumed.~~ The minimum ~~monthly~~ ~~quarterly~~ sewage disposal charge to each sewage disposal services customer shall be ~~\$24.30~~, ~~\$9.72~~, 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.* ~~Great Lakes Water Authority is responsible for billing this surcharge.~~ Effective with all bills rendered on or after August 1, 2020 2021, for flows beginning on or after July 1, 2020, 2021 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)	\$0.508 0.347
Total suspended solids (TSS)	0.516 0.476
Phosphorus (P)	7.611 6.368
Fats, oils and grease	0.490 0.111

- c. *Industrial waste control charge.* Effective with all bills rendered on or after August 1, ~~2020~~ **2021**, for flows beginning on or after July 1, ~~2020~~ **2021** 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	\$3.49 3.54
3/4-inch meter	5.24 5.31
1-inch meter	8.73 8.85
1½-inch meter	19.20 19.47
2-inch meter	27.92 28.32
3-inch meter	50.61 51.33
4-inch meter	69.80 70.80
6-inch meter	104.70 106.20

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) ~~Storm water~~ **Stormwater runoff rate.** Effective on all bills rendered on or after July 1, ~~2020~~ **2021**, the rate to be charged for ~~storm water~~ **stormwater** runoff shall be \$601.65 per unit.

- (4) *Collection policy.* Charges for water, ~~sewer~~ **sewage disposal, stormwater runoff**, and garbage and ~~rubbish~~ **collection** services 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.
- (5) *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.

(Code 1973, § 42-117; Ord. No. O-94-322, § 2, 6-20-94; Ord. No. O-95-339, § 1, 6-19-95; Ord. No. O-96-351, § 1, 6-17-96; Ord. No. O-97-369, § 1, 6-16-97; Ord. No. O-98-377, § 1, 6-15-98; Ord. No. O-99-393, § 3, 6-21-99; Ord. No. O-00-421, § 1, 6-19-00; Ord. No. O-01-445, § 1, 6-18-01; Ord. No. O-02-466, § 1, 6-17-02; Ord. No. O-03-484, § 1, 6-16-03; Ord. No. O-04-499, § 1, 6-21-04; Ord. No. O-05-514, § 1, 6-20-05; Ord. No. O-06-526, § 1, 6-19-06; Ord. No. O-07-531, § 1, 6-18-07; Ord. No. O-08-551, § 1, 6-16-08; Ord. No. O-09-560, § 1, 6-15-09; Ord. No. O-10-571, § 1, 6-21-10; Ord. No. O-11-578, § 1, 6-20-11; Ord. No. O-12-591, § 1, 6-18-12; Ord. No. O-13-594, § 1, 6-17-13; Ord. No. O-14-604, § 1, 6-16-14; Ord. No. [O-15-613](#), § 1, 6-15-15; Ord. No. [O-17-636](#), § 1, 6-19-17; Ord. No. [O-18-674](#), § 1, 6-18-18; Ord. No. [O-19-688](#), § 1, 6-17-19; Ord. No. [O-20-693](#), 6-15-20)

Sec. 82-314. - Service to city.

The city shall pay the same water, **sewage disposal, and stormwater runoff** and ~~sewer~~ rates for service to it as would be payable by a private customer for the same service.

(Code 1973, § 42-118; Ord. No. O-94-317, § 6, 2-7-94)

Sec. 82-315. - Payment.

- (a) The fees, rates, and charges imposed for water and sewer services furnished by the city shall be effective as to bills paid on or before the due date indicated on each billing. Thereafter, a penalty of ~~ten~~ **five (5)** percent of the outstanding balance of the account shall be added to each bill. The city manager, or his designee, shall be permitted to waive one penalty per year. The penalty must be assessed and removed in the same calendar year. In addition to other applicable penalties or late fees, a service charge in the amount of \$30.00 shall be added to all bills for which payment is made by check, debit card, or credit card if such payment is returned to the city after being dishonored upon presentment. In the event that the charges for any such services furnished to any premises shall not be paid within 30 days after the due date thereof, then the water services furnished by the system to such premises shall in all cases be discontinued. The failure to receive a ~~water~~ **utility** bill shall not

invalidate any charges imposed for water, **sewage disposal, stormwater runoff** and ~~sewer~~ services furnished by the city.

- (b) The customer will be notified of the consequences of failure to pay the utility bill in the following methods prior to actual discontinuation:

~~(1) The regular utility bills will indicate the earliest date when service will be disconnected if the billing is not paid.~~

~~(2) A water notice will be mailed via first-class mail to the mailing address on file for any residential customers having a past due balance on their account within ten days after the due date. The notice will state the past due amount along with the earliest date the water will be disconnected. The notice will also inform the customer of the availability of a hearing to contest a disputed bill, shall explain the procedure to schedule a hearing, and shall provide a phone number for the customer's convenience in scheduling a hearing.~~

~~(3)~~ (1) Finally, a **A disconnection warning shutoff notice** will be mailed via first-class mail to the mailing address on file for any property where service is scheduled for **disconnection shut off**. The **disconnection warning shutoff notice** will indicate the past due balance to be paid by acceptable funds, other than **personal** check, and the earliest date the water could be **disconnected shut off**. A fee of \$10.00 will be added to each account receiving a **disconnection notice shutoff notice**.

- (c) In the case of a disputed bill, the customer, prior to the mailing of a **disconnection warning shutoff notice**, may request a hearing to show cause **of** why the billing is incorrect. A hearing shall be scheduled before a hearing officer, who may be the city manager or his or her designee. The hearing officer will provide the customer with an opportunity to be heard regarding the dispute over the amount of the bill, and will hear such evidence as the customer may have in support thereof. The hearing officer shall review the bill, perform such additional investigation of the matter as may be determined to be warranted under the circumstances, and correct any billing errors. Such hearings shall be informal and the decision of the hearing officer shall be final.

- (d) Payment plans are available in the **water utility billing** department to stop a disconnection if the following rules are adhered to:

(1) The payment plan shall be signed by the property owner and filed in the **water utility billing** department prior to a **disconnection warning shutoff notice** being mailed.

(2) One fourth of the past due amount shall be paid in acceptable funds, other than **personal** check, at the time of filing of the payment plan, with the balance to be paid in monthly installments. Charges that accrue following the start date of the plan—including regular billing—are not covered by the plan, and therefore must be paid by their indicated due date.

If the customer falls behind on any payment as stated in the payment plan, the water will be **disconnected shut off**—as stated in the plan—without notice. Payment plans will not be accepted after a **disconnection warning shutoff notice** has been mailed. At this point the full amount must be paid in acceptable funds other than **personal** check.

- (e) Fees upon **disconnection shut off**:

(1) If the service is **disconnected shut off**, a **disconnect/reconnect shutoff for delinquency** fee, in an amount established by resolution of the council from time to time, will be charged. This fee must be paid along with the past due amount in acceptable funds other than **personal** check before the service will be **reconnected restored**. The water service will be **reconnected restored** between 8:00 a.m. and 3:00 p.m. Monday through Thursday, except for holidays when the city offices are closed. In order to have **service restored the same day service reconnection**, charges must be paid prior to 3:00 p.m. If the customer desires, the service may be **reconnected restored outside the after normal reconnection hours stated above** if personnel are available to do the reconnection and the customer is willing to pay overtime charges as follows: two employees times their overtime rate times two hours. Overtime charges must be paid along with the past due amount and the **disconnect/reconnect shutoff for delinquency** fee in acceptable funds other than **personal** check. Any **reconnection restoration** of water **service** requires an adult of at least 18 years of age

to be inside of the ~~property~~ **premises**. Any water ~~disconnected~~ **shut off** for 45 days or more requires an appointment ~~for to restore~~ water service ~~reconnection~~.

- (2) Any water service ~~disconnected~~ **shut off** by the city and found ~~reconnected~~ **restored** without city approval shall be deemed an "illegal turn on" and shall result in a charge in the amount of \$120.00 in additional fees for the first occurrence. Any subsequent occurrence will result in an additional charge of \$250.00. If the city elects to disable the water service line, an additional fee of \$350.00 will be assessed. Any balance on an account deemed an illegal turn on must be paid in full by acceptable funds other than **personal** check to restore water service.
- (f) If a scheduled appointment with the **utility billing** ~~water~~ department is missed, a missed appointment fee of \$45.00 will be assessed to the account.

(Code 1973, § 42-119; Ord. No. O-94-322, § 3, 6-20-94; Ord. No. O-94-332, § 1, 12-19-94; Ord. No. O-95-335, § 2, 6-19-95; Ord. No. O-97-369, § 2, 6-16-97; Ord. No. O-98-377, § 2, 6-15-98; Ord. No. O-00-421, § 1, 6-19-00; Ord. No. O-02-466, § 2, 6-17-02; Ord. No. O-03-484, § 2, 6-16-03; Ord. No. O-04-499, § 2, 6-21-04; Ord. No. O-05-514, § 2, 6-20-05; Ord. No. O-07-531, § 1, 6-18-07; Ord. No. O-11-580, § 1, 8-1-11; Ord. No. O-11-581, § 1, 11-21-11; Ord. No. [O-15-620](#), § 1, 10-19-15)

Sec. 82-316. - Deposits—Required in certain circumstances.

In cases where the city is properly notified in accordance with section 82-313 that a tenant is responsible for water **service**, ~~or~~ sewage disposal service, **stormwater runoff service charges**, or garbage ~~or rubbish~~ **collection service charges** fees, no such service shall be commenced or continued to such premises until there has been deposited with the **water utility billing** department a sum sufficient to cover ~~six~~ **one and a half (1.5)** times the average ~~quarterly~~ **annual** bill for such premises, as estimated by the finance director; ~~such deposit to be in no case less than \$537.48~~. Where the water service to any premises is ~~turned~~ **shut off** to enforce the payment of water service charges, sewage disposal service charges, **stormwater runoff charges**, or garbage ~~and rubbish~~ **collection** fees, the water service shall not be ~~reconnected~~ **restored** until all delinquent charges have been paid and a deposit, as in the case of tenants, is made. There shall be a water turn-on charge of \$90.00, i.e., \$45.00 to shut off the water and then \$45.00 to turn the water back on.

(Code 1973, § 42-120; Ord. No. O-94-317, § 8, 2-7-94; Ord. No. [O-15-620](#), § 2, 10-19-15)

Sec. 82-317. - Same—Use.

Deposits collected under the provisions of this article may be applied against any delinquent water, **sewage disposal**, **stormwater runoff** ~~or sewage disposal service charges~~, or garbage ~~and rubbish~~ **collection** fees, and the application thereof shall not affect the right of the ~~water~~ **utility billing** department to ~~turn~~ **shut off** the water service ~~and/or sewer service~~ to any premises for any delinquency thereby satisfied. No such deposit shall bear interest. Any remaining balance, after all charges are satisfied, will be returned to the tenant who made the deposit.

(Code 1973, § 42-121; Ord. No. O-94-317, § 9, 2-7-94)

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.

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park on this 21st day of June, 2021.

T. EDWIN NORRIS

City Clerk

MARIAN McCLELLAN

Mayor

I, T. Edwin Norris, duly authorized Clerk of the City of Oak Park, Michigan do hereby certify that the foregoing Ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on June 21, 2021.



CITY OF OAK PARK

OFFICE OF THE CITY MANAGER

Mayor

Marian McClellan

Mayor Pro Tem

Carolyn Burns

Council Members

Solomon Radner

Julie Edgar

Shaun Whitehead

City Manager

Erik Tungate

Oak Park Welcomes New Communications Director

Courtney Flynn is the newest addition to the City of Oak Park's management team, serving as the Director of Communications. She comes to us from the Macomb County Board of Commissioners where she served as the Public Relations Manager. Courtney has worked in government communications for the last seven years, focusing on community engagement and programming, crisis communications, media relations and policy analysis. Prior to serving in the public sector Courtney was a journalist who reported on local government and education.



Courtney holds a Masters of Public Administration degree from Wayne State University and a Bachelor of Science degree in Print Journalism from Bowling Green State University. In addition to her extensive communications experience, Courtney also works with the Wayne State University Center for Urban Studies analyzing socioeconomic data and policies.

CITY OF OAK PARK

STRATEGIC PLAN

2021 - 2026

QT 1 UPDATE

June 21, 2021



INTRODUCTION



The Strategic Plan Quarterly Reports are an opportunity to share the progress the City is making on our 2021-2026 Strategic Plan.

City administration created an action plan that guides staff over the next five years in achieving the City's established goals and objectives. It is broken down into actionable items with a timeframe for completion and identifies the departments responsible for insuring their completion. Quarterly reports provide a highlight of these activities that the City has carried out in the previous three months, in an effort to work toward our established objectives.

GOALS



GOAL 1:

Deepen sense of place and community identity

GOAL 2:

Foster an engaged, informed community

GOAL 3:

Cultivate organizational excellence

GOAL 4:

Provide efficient, resilient government

GOAL 5:

Ensure a safe and comfortable environment for everyone

GOAL 6:

Encourage environmentally sustainable practices

QUARTERLY REPORT



GOAL 1: DEEPEN SENSE OF PLACE AND COMMUNITY IDENTITY

Through the expansion of dynamic commercial and industrial corridors, preservation of the integrity of our neighborhoods, and events and amenities that celebrate Oak Park's diversity

Objective: Attract and retain a mixture of robust businesses into the City

- The City has been actively involved in the creation of the South Oakland County Regional Chamber and we have two seats on the Board
- The City has been assisting local businesses with COVID relief resources, promoting workshops available by other organizations, and has been working with Oakland County to assist in offering more programs regionally. Offerings include:
 - Assistance setting up an online store (ongoing)
 - Assistance to all local businesses with pandemic relief resources
 - Small business webinar (March 18)
 - Promotion of American Rescue Plan Restaurant Revitalization Fund
 - Local job fairs

Objective: Improve the overall appearance of commercial corridors and industrial districts

- Code enforcement has been working diligently with several properties, has issued 11 tickets in the last 90 days due to non-compliance

Objective: Encourage a mixture of robust development throughout the City

- Undergoing a comprehensive revision of the zoning ordinance, addressing important amendments necessary to meet this objective, including parking requirements, mixed-use, and live-work designations. First review of ordinance amendments was done by the Planning Commission this month

Objective: Combat blight issues in residential neighborhoods

- Code enforcement has been working with many property owners on compliance issues, and has issued 71 tickets in the last 90 days for non-compliance

Objective: Preserve & increase the City's tree canopy

- We continue to grow the tree planting program
 - Planting of 15 trees at Lessenger Park donated by ReLeaf MI
 - Received the "Tree City" award designation for the 38th year in a row

QUARTERLY REPORT



Objective: Celebrate Oak Park's diversity through events and programs that attract people throughout the region

- The Juneteenth Ad Hoc Committee is planning a virtual event that features an essay contest for Oak Park students
- ACDC and the Library celebrated Black History Month with various programs throughout the month of February

Objective: Offer affordable mobility options:

- Working with MoGo and the other communities to plan partnership events this summer, which will not only encourage and familiarize residents with the MoGo system, but also bring visitors from surrounding communities into Oak Park

Objective: Invest in public art experiences

- The City released a request for proposals for public art within the Linear Park. Proposals were due May 14th. Public Art Ad Hoc Committee also had its first meeting.

Objective: Provide programming that responds to the needs of all demographics of the community

- Recreation has initiated a Teen Council that has been meeting since the beginning of the year; the mission is to provide local teens a way to become involved in the community in a meaningful way and to have their voices heard by the City re: programs and events

Objective: Foster social interaction and a sense of ownership at all of the City's public spaces

- It has been a priority to provide adequate seating in public spaces; the Linear Park plan includes many shaded seating options and we are adding shade to the Seneca Pocket Park
- Recreation has been working on safely activating our public spaces, including several scavenger hunts that have lead residents to visit our various parks

Objective: Identify best uses for City property to ensure equitable access to quality public spaces

- Included a comprehensive parks and facilities study in next year's proposed budget
- The dog park committee is working on the plan for a dog park, which has been moved up to FY 2021-22.
- Nine Mile public spaces – When Phase Two project is complete, the City will have added five new public spaces to the southern end of the City, which has been identified as lacking park space

QUARTERLY REPORT



GOAL 2: FOSTER AN ENGAGED, INFORMED COMMUNITY

Through meaningful, timely communications, and ample opportunities for resident engagement with their government and each other

Objective: Cultivate a culture of civic involvement

- Increased efforts to promote board and commission vacancies and saw an increase in the number of applicants

Objective: Increase positive media coverage

- Press releases for:
 1. MI Works job fair
 2. Patronicity campaign
 3. Oak Park Social opening
 4. Nine Mile Linear Park RFP

GOAL 3: CULTIVATE ORGANIZATIONAL EXCELLENCE

Through the development of a workplace culture that focuses on continuous improvement, accountability, engagement and healthy lifestyles

Objective: Provide high quality, friendly, responsive customer service

- The edition of a Resident Services Coordinator as well as the upgrade and overhaul of the City's Citizen Request Management system in the FY 2021-22 budget

QUARTERLY REPORT



GOAL 4: PROVIDE EFFICIENT, RESILIENT GOVERNMENT

Through a commitment to financial sustainability, innovation and best practices

Objective: Maintain financial reserves

- It is estimated that we will end the 2020-21 Fiscal Year by increasing our current total fund balance of \$4.345 million (which is 20.5% of expenditures) by roughly \$300,000 million (to a total of 21% of expenditures)

Objective: Secure grants to help fund City projects and capital expenses

- Successfully closed out the Reimagine 9 Mile Patronicity campaign, which raised \$102,775
- Received a grant for the Connector Park totaling \$100,000
- \$50,000 grant for the Linear Park
- Secured almost \$2 million in CARES Act reimbursements for the City
- Submitted five projects to Congresswoman Brenda Lawrence's office for Community Project Funding
- Secured \$1 million in grant funding for resurfacing of 9 Mile in FY 2021-22

Objective: Improve efficiency of FOIA requests

- The Clerks office is overseeing the overhaul of this process through a streamlined software system for FOIA requests that make it easier for the requestor and provides a more efficient internal process

QUARTERLY REPORT



GOAL 4: ENSURE A SAFE AND COMFORTABLE ENVIRONMENT FOR EVERYONE

Through continued investment in public safety service and sustainable infrastructure throughout the City

Objective: Provide high quality public safety services

- Public Safety monitors resident-reported problem areas as “selective enforcement details”
- Maintain average response time from dispatch to arrival of approximately five minutes

Objective: Sustain and expand a safe and comprehensive transportation network for all users

- Public Safety, with the assistance of the Traffic Safety Committee, contracts with the Traffic Improvement Association (TIA) to gather and analyze traffic data at possible dangerous intersections; issued new traffic control order making Roanoke and Kenwood a permanent all-way stop
- Use the PASER rating system to strategically invest annually in the City's street network
 - 50% of City roads were rated in 2020 and the remaining will be rated this year
 - Proposed budget includes \$2 million in local road projects, including Northend re-surfacing, 9 Mile road surface improvements, and our annual miscellaneous concrete repair/ replacement program

Objective: Consistent, strategic investment in water sewer infrastructure

- Proposed budget includes \$3.7 million in water/sewer infrastructure improvements in FY 2021-22, including Northend water mains, which were rated between a 4 (failure likely in the foreseeable future) and 5 (marginal functionality with failure imminent), and \$600,000 for our annual sewer lining repairs



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 21, 2021

AGENDA #

SUBJECT: Request authorization to waive the bidding process for the emergency purchase of a 2021 Chevrolet Police Tahoe.

DEPARTMENT: Public Works – KJY

SUMMARY: The Public Works Department is requesting authorization waive the bidding process for the emergency purchase of a 2021 Chevrolet Police Tahoe. The COVID-19 pandemic has caused major issues with the automotive supply chain, especially in the form of computer chip shortages. This shortage has affected the City of Oak Park in the delayed delivery of our new vehicles, included the two Police vehicles that are currently on order. This vehicle is available immediately upon City Council approval.

Vehicle:	Department:	Amount:	Account:
2021 Chevrolet Tahoe Police Package	Public Safety	Vehicle Cost: \$39,205.92 (Upfitting not included)	<u>Motor Pool:</u> 654-18.875.970

FINANCIAL STATEMENT: Funding for this vehicle purchase is available in the FY 2021/22 Motor Pool Fund.

RECOMMENDED ACTION: It is recommended that City Council approve the emergency purchase of a 2021 Chevrolet Police Tahoe totaling \$39,205.92. Funding for the advanced purchase of this vehicle is available in the FY 2021/22 Motor Pool Fund (654-18.875-970).

APPROVALS:

City Manager: ET

Director of Public Works: KJY

Legal: _____

Director of Finance: SC

Budgeted: ☐

EXHIBITS: None

POAM Patrol
March 18, 2021
Employer Proposal

AGREEMENT

This Agreement, entered into this ~~July 1, 2017~~ **July 1, 2021** by and between the City of Oak Park, a municipal corporation, hereinafter referred to as the "City", and the Oak Park Police Officers Association, Police Officers Association of Michigan, hereinafter referred to as the "Association".

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ARTICLE II
DEFINITIONS

2.1: The term employee or officer when used hereinafter shall include all male and female employees represented by the Association in the bargaining unit as above defined.

2.2: The term Director when used hereinafter shall include his authorized designee.

2.3: The term "widow" wherever used in this Agreement shall be deemed to include the term "widower".

~~2.4: The pronoun "he" wherever used in this Agreement shall be deemed to include the pronoun "she" unless the provision by its nature, could apply to only one sex.~~

2.5: Personnel Benefit Year. Consecutive twelve month period of time from April 1st of one year through and including March 31st of the immediately following year.

2.6: Administrative Employees. For purposes of the holiday time provisions of this contract, administrative employees are all sworn officers of the Oak Park Public Safety Department not assigned to Operations Division and do not receive a holiday bank of time because they have holidays regularly scheduled off.

2.7: Day. For the purposes of crediting vacation, sick and holiday time banks, a day shall be defined as 8 hours. Time used for these purposes shall be on an hour for hour basis.

~~2.8 PSO-I~~

~~2.9 PSO-II~~

2.8 Retirement: The term "retirement" in various articles regarding payouts at the time of retirement shall mean that members in the Defined Contribution Program shall be eligible to receive payment at separation, upon achieving retirement eligibility as outlined for employees in the Defined Benefit Program.

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ARTICLE IV
DUES DEDUCTION

~~4.1: The Employer shall deduct from the wages of each Union member in the bargaining unit the amount as prescribed by the Union as Union dues, initiation fee assessments and for non-union members a service fee as prescribed by the Union per MCLA 408.477. These deductions shall be made by the employer automatically for those already in the Union and each time an employee is placed in the unit or returned from a leave of absence. This will be done according to the above law without the need of authorization by the individual employees as long as the employee is receiving a paycheck from the City. Said dues deductions will begin at least the fifteenth day following the employee's date of hire. The employer shall provide the Association with a list of all employees covered by this agreement and shall update that list by the fifteenth of each month designating thereon which employees have designated themselves as non-union members and are paying a service fee. Said dues will be payable to the Treasurer of the Oak Park Public Safety Officers Association at an address established by the Association. These dues will be paid promptly to the Association once deducted by the City. Bargaining unit members shall pay as a condition of continued employment said dues or service fee as designated by the Union. The Union shall indemnify and save the employer harmless from any and all claims, demands, suits or any other action arising from these agency shop provisions.~~

4.1 A bargaining unit employee may sign an authorization for deduction of dues/fees for membership in the Union. The authorization for deduction of dues/fees may be revoked by the bargaining unit member upon written notice to the Employer, with copy to the Union.

The amount of dues/fees shall be designated by written notice from the Union to the Employer. If there is a change in the amount of dues/fees, such change shall become effective the month following transmittal of the written notice to the Employer. The Employer shall deduct the dues/fees once each month from the pay of the employees that have authorized such deductions.

Deduction of dues/fees shall be remitted to the Union. In the event a refund is due an employee for any sums deducted from wages and paid to the Union, it shall be the responsibility of such employee to obtain the appropriate refund from the Union.

If an authorized deduction for an employee is not made, the Employer shall make the deduction from the employee's next pay after the error has been called to the Employer's attention by the employee or Union.

The Union will protect, save harmless and indemnify the Employer from any and all claims, demands, suits and other forms of liability by reason of action taken by the Employer for the purpose of complying with this article of the agreement.

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Unless otherwise provided in this article, all matters, pertaining to a bargaining unit employee establishing or reestablishing membership in the Union, including requirements established by the Union for providing paid services to non-union bargaining unit employees, if permissible shall be governed by the internal conditions mandated by the Union pursuant to its authority under section 10(2) of the Public Employment Relations Act.

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ARTICLE V
MANAGEMENT RIGHTS

- 5.1: It is recognized that the government and management of the City, the control and management of its properties and the maintenance of municipal functions and operations are reserved to the City and that all lawful ~~prerogatives~~ authority of the City shall remain and be solely the City's right and responsibility, except as limited by applicable law. Such rights and responsibilities belonging solely to the City are ~~hereby~~ recognized as, but not limited to: ~~prominent among which but by no means wholly inclusive are:~~ all rights involving public policy, the rights to decide the number of employees, work to be performed within the unit, the right to hire employees, determine their qualifications, conditions of employment, the right to promote, discharge or discipline for just cause and to maintain discipline and efficiency of employees, to make and change rules and regulations and orders that are not inconsistent with the terms and provisions of this Agreement, the scheduling of work, the type of work, methods of departmental operation, the selection, procurement, designing, engineering, purchasing and control of equipment, supplies and materials, the right to determine the number and location or relocation of its facilities, to determine the size of the management organization. The rights of management include the right to train and utilize auxiliaries and/or volunteers to supplement fire fighting providing such use does not result in the layoff of sworn personnel-(except as provided in Section 6.1)
- 5.2: It is further recognized that the responsibility of the Management of the City for the selection and direction of the working forces, including the right to hire, suspend, or discharge for just cause, assign, promote or transfer, to determine the amount of overtime to be worked, to relieve employees from duty because of lack of work load or for other legitimate reasons, is vested exclusively in the City, subject only to the seniority rules, grievance procedure and other express provisions of this Agreement ~~as herein set forth.~~
- 5.3: It is ~~further~~ recognized that the responsibility and authority to determine the scheduling as to hours and type of work is vested exclusively with the City, subject only to the seniority rules, grievance procedure and other express provisions of this Agreement as herein set forth. ~~It is further recognized that the~~ The City may, in lieu of laying off personnel, reassign employees to a different classification, and that the City reserves the right to eliminate a position created by a vacancy and not fill vacancies for authorized positions and/or classifications, provided that any employee who is laid off or involuntarily transferred shall be reassigned to his prior position when such position is next filled.
- 5.4: The exercise of the ~~foregoing~~ the City's powers, rights, and authorities ~~by the City,~~ the adoption of policies, rules and regulations and practices ~~in furtherance thereof,~~ and the use of judgment and discretion ~~by the City in connection therewith~~ shall be limited only by the specific and express terms of this Agreement, and then only to the extent such specific and expressed terms are in conformance with the constitution and laws of the State of Michigan and the United States.

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ARTICLE VII
ASSOCIATION-ACTIVITIES

- 7.1: Bulletin Boards. The City agrees to furnish a bulletin board of reasonable size for the use of the Association, which bulletin board shall be available in an area of general access to employees covered by this Agreement. The Association agrees to maintain said bulletin board in a state of good repair and neatness. The bulletin board is to be used only for notices of Association meetings, Association elections and results and social functions in connection with the Association. The Association shall designate a person who shall be responsible for all notices posted on the bulletin board. Association notices as specified above may not be posted in any other location, except as permitted by the City. In no event shall a notice of derogatory, defamatory or political nature be posted on the bulletin board. The bulletin board shall be locked and covered with glass. The bulletin board will be used for official Union business as deemed appropriate by the Union but may not be used in any derogatory or demeaning manner towards the City.
- 7.2: Meetings of the Association may be conducted at the Public Safety Department ~~insofar as long~~ as these meetings shall not disrupt other employees from their normal work, and do not interfere with a full complement of the labor force on any shift.
- 7.3: The City shall provide an adequate office space similar to other departments at the City.
- 7.4: A. Release Time. The City will release not more than three (3) Association members to attend negotiating sessions relating to wages, hours and conditions of employment, including formal 312 proceedings. The City will release one (1) Association member to attend scheduled grievance proceedings (but not investigations), as set forth in the steps of the ~~"Resolution of Disputes"~~ **PROPOSED: Grievance Procedure** Article of this contract. Release officers must obtain permission from their supervisor to leave duty station for such activity. Approval shall not be withheld except in case of emergency need.
- B. Compensation for Union Activities. The City will pay up to two hundred and fifty-two (252) hours, at straight time, at the current rate of the member involved, for those members of the Association released to attend to covered Labor Relations proceedings. Released officers may also choose to be paid out of their compensatory time, holiday time, vacation time or personal leave time banks. Employees may also choose not to be paid. Any of these hours may be used to allow up to 2 executive board members to attend the annual POAM conference. Those attending the conference will not be counted as part of the two allowed off the shift per Article 8.1 (G).

~~7.5: The Union will produce this contract which shall be dated July 1, 2017 to June 30, 2020~~

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ARTICLE XVIII
PROMOTIONS AND ASSIGNMENTS

18.1: A PSO I shall not be eligible to take an examination for promotion to any **higher** ~~further~~ rank ~~which is based on competitive examination, until they have completed their probationary period he has been confirmed as a permanent employee.~~

18.2: Promotions shall be made from qualified officers based on competitive examinations except as otherwise provided in this Article. The Director shall have the authority to select from the number of top scores which represents twice the number of positions open, provided that where there is only one opening, he may select from the top three scores.

18.3: Promotions to PSO II. All PSO II positions shall be appointed on non-competitive basis.

A. Future assignments to the position of detective shall be **temporary, and the duration shall be determined by the Public Safety Director.** ~~for an indefinite, temporary term.~~ Removal and/or reassignment shall be at the discretion of the Director and not subject to grievance.

B.——i. The removal and reassignment provisions of this section shall not apply to those current, non-probationary detectives who may not be removed without cause. Further, at least five detectives shall be retained in the Department.

~~C.B.~~ The pay of PSO I s assigned to the Investigative Division for six months or less as part of their in-service training shall be 106% of their then current pay commencing three (3) months after entry into such assignment. All other officers under the rank of sergeant shall be paid at the rate 100% of PSO II pay while assigned as detectives.

18.4: The pay of ~~PSO's~~ **PSO II PSO I employees** assigned to the Investigation Division on a temporary basis shall be 106% of their current pay commencing three (3) months after entry into such assignment. Such temporary assignment shall be non-competitive.

18.5: Promotions to Sergeant.

A. All PSO I's and PSO II's shall be eligible for promotion to Sergeant, subject to the provisions of Section 1 of this Article.

B. The promotion to the rank of Sergeant outside of this bargaining unit shall be from a member of this bargaining unit.

C. Promotions shall be made based on written competitive examination (25%), oral interview (25%), performance evaluations

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(50%). Must pass a written with a test score of 70% in order to move on. The candidates shall be ranked by the following:

- i. Evaluation: 50%
- ii. Written Test: 25%
- iii. Oral: 25%

The oral portion will be before a panel of (2) Oak Park Lieutenants and (1) outside commander with a rank of Lieutenant or higher. Steps will be taken to ensure that the outside participant has no know relationship/knowledge of the prospective candidates. The oral portion will consist of scenario based discussions that may focus on any aspect of public safety that a supervisor/officer may experience.

1. Written Examination.

- a. The written test will consist of 100 questions of law, local ordinances, general orders rules and regulations, fire and any other areas determined by the Office of the Director.

2. Performance evaluations for the past two years, or for the period of employment if less than two years, shall be averaged to generate the performance evaluations score.

3. The Director shall have the authority to select from the number of candidates with the top scores which represents twice the number of positions open, provided that where there is only one opening he may select from the three top scores.

4. The Director shall maintain a promotion eligibility list based upon the results of the written competitive examination and the performance evaluations. Each eligible person on the list shall be ranked based upon the total score. The promotion eligibility list, once established, shall be good for a period of two years from the date of its creation.

5. In the event of a vacancy for which there is no eligibility list, the Director may fill the position with a temporary appointment which shall not continue for a longer period than three months. Successive temporary appointments shall not be made to the same position under this provision.

18.6: Staff Aides and Civil Defense Coordinators. Staff Aides and Civil Defense Coordinators shall be appointed on a noncompetitive basis from inside or outside the Department. If promoted from within the Department, their pay shall be increased by the difference between the top of their present scale and the top PSO II pay. The City may replace the two (2) sworn personnel currently serving in the capacity of PSO II Staff Aides with civilians. The assignment of sworn officers will be made at the discretion of the Director and the concurrence of the City Manager.

18.7: Non-Competitive Positions. Sworn officers appointed to non-competitive positions shall not serve a probationary period. Removal and/or reassignment of detectives shall be at the discretion of the Director and not subject to grievance. Upon removal, any employee who was promoted from within the Department

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shall resume his/her previous rank and/or position.

- 18.8: Assignment of Staff Aides, Emergency Services Coordinator and Fire Inspector. The current sworn officers occupying the positions Staff Aide, Fire Inspector, and Emergency Services Coordinator can be interchanged among their positions and in the future these positions shall also be filled on the basis of assignment.
- 18.9: In the event that there are less than three (3) employees competing for the competitive position, the Director may seek qualified applicants from the next lower ranks, in succession by rank. If there are less than three (3) employees from all ranks competing, the Director may seek qualified applicants from outside the Department.
- 18.10: PSOs who are certified evidence technician shall be provided with eight (8) hours of compensatory time annually.
- 18.11: PSOs who are Dispatch-certified shall be provided with eight (8) hours of compensatory time annually.

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ARTICLE XIX
PERFORMANCE EVALUATIONS

~~19.1: The parties agree to the form and reasonableness of the Performance Evaluation program in effect the date of this agreement.~~

~~19.2~~

Each employee shall be evaluated at least ~~semi-annually~~ **twice per year**, by his or her shift commander, or supervisor if not assigned to a shift. The evaluation will be based on the employee's performance during the prior evaluation period, including the extent to which the employee has maintained skills and abilities. The evaluation shall be in writing and a copy shall be **signed by the employee delivered to the employee, who shall acknowledge receipt of the copy.** The evaluation form will set forth criteria upon which the employee will be evaluated, and such form will be posted prior to its use. Each employee will be entitled to review the evaluation privately with his or her shift commander or supervisor, at which review there will be no Association representation, and thereafter to attach a response not to exceed one page in length to the evaluation. Evaluations and responses, if any, shall be maintained in the employee's personnel file.

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ARTICLE XXI
VACATION LEAVE

MOVE ARTICLE TO DIRECTLY FOLLOW PERSONAL LEAVE

Vacation leave is authorized absence from duty with pay.

21.1: In no case will vacation time be granted until an employee has been employed at least six (6) months.

21.2: Vacation shall be accrued on a monthly basis and shall be credited to the employee's time account, as it is accrued. Employees shall be permitted to take vacation leave in the amount of the number of full days accrued as of April 1 of the year in which the vacation is to be taken. Accrued vacation earned after April 1 may only be taken with the permission and consent of the City Manager.

21.3: Vacation Accrual:

0 to 60 months - 88 hours
61 to 120 months - 128 hours
121 to 180 months - 168 hours
181 months and over - 1 day more per 12 months of service up to a maximum of 208 hours

21.4: In addition to the regular vacation benefits provided in Section 21.3, an additional one-half day vacation bonus shall be given to employees taking their vacation leave during the months of January through March, for each week of regular vacation taken. Vacation bonus time shall not exceed one (1) day for each year of service.

~~21.5: Employees shall receive credit for eight (8) hours of bonus time if, during the personnel year, they do not use any sick time. This eight (8) hours of bonus time can be added in one eight hour increment to either the officer's sick time or vacation. This eight (8) hours of bonus time will not be paid in cash.~~

21.6: Employees shall receive credit for a month worked for every month in which they work or receive compensation for ten (10) work days. ~~Time~~ The time lost by an employee by reason of any absence without pay, ~~or time otherwise not worked or paid for,~~ shall not be considered in computing earned credit for vacation leave.

21.7: Employee shall be permitted to carry ~~five (5) working days or forty (40) hours of accumulated vacation or other banked time to~~ into the year following the year in which accumulated, at the end of the Benefit Year. ~~Additional time may be carried over within the discretion and with the consent of the City Manager. Due to unforeseen circumstances, the City Manager may grant a carryover of additional time, into the next Benefit Year. If a written request by an employee to carry over additional time is neither denied nor answered within fifteen (15) days of its submission, it shall be deemed to be granted.~~

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21.8: Vacation Schedules. Between February and March employees must make a preference choice for one 10-day block (12 hour shift is a two week block) from April 1st through March 31st, of each calendar year. After the first pick (preference), employees may select a 5-day block (12 hour shift is a one week block). ~~Said~~ The selection will be made by seniority, with the employer allowing at least two persons off per Platoon. After the second pick, officers may put in for time off on a first come, first serve basis for any available time subject to the manpower needs of the department. The request for time off can be made no sooner than 60 calendar days in advance of the time to be taken off.

21.9: Employees shall be entitled to vacation payout in any of the following instances:

- A. Any regular employee, who gives proper notice (five working days) regarding termination of his employment with the City, shall be entitled to his regular pay for any unused portion of vacation time, as of date of separation.
- B. Any regular employee, who is placed on indefinite layoff or separated from the City for reasons other than disciplinary action, shall be paid his accrued and unused vacation time.
- C. Any employee who has served six (6) months, but less than one (1) year with the City, and enters Military Service, shall be allowed his accrued vacation time, paid to him at the time he leaves the City to enter the Military.
- D. **Upon retirement, employees shall be bought out of all vacation leave in their vacation bank, as well accrued vacation leave during the Benefit Year.**

21.10: Employees shall not be entitled to **the payout of accrued vacation leave pay** if any of the following applies:

- A. If an employee separates himself from, the City by reason of absence without **being on an approved leave.**
- B. If an employee fails to give at least five (5) working days notice in advance of termination date.
- C. If a probationary employee ~~separates service leaves the employ of the City~~ before completing six (6) months of service.

21.11: Any employee who leaves the City for disciplinary reasons shall be paid his accrued and unused vacation time.

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ARTICLE XXII
SICK LEAVE AND UNSCHEDULED ABSENCES

MOVE ARTICLE TO DIRECTLY FOLLOW PERSONAL, THEN VACATION LEAVE

22.1: Sick leave shall not be considered a privilege which an employee may use at his discretion, but shall be allowed only in case of necessity and actual sickness or disability of the employee.

22.2: The amount of sick leave ~~credit~~ shall not exceed one (1) day per month (8 hours) nor twelve (12) days (96 hours) per year for each employee. The accumulation of sick leave credit shall not exceed one hundred and fifty (150) days for any employee. Upon proper application, employee may opt to be paid off fifty percent (50%) of their total accumulated sick hours over six hundred (600) on a yearly basis at their current rate. An employee who chooses payment must so elect in writing within 30 days of the date prescribed in each quarter for sell back. ~~Employees will be paid fifty percent (50%) of accumulated sick leave upon retirement or duty connected death. All paid leave days except sick leave days shall be considered as days worked for accumulation of sick leave credits.~~

Sick leave shall be computed from the first full working day of the employee. However, no employee shall be **able to use sick leave, until they entitled to sick leave credit until he shall** have completed six (6) months of service, at which time he shall be credited with the number of hours he will have earned during the six months of service. Except for job-incurred disabilities, an employee with less than six months of service who is absent because of illness shall be without pay.

22.3 The amount of sick leave used by an employee shall be equal to the number of regularly scheduled hours he would otherwise have worked during his absence on such leave. Should a change in the **workweek work-week** occur, accumulated sick leave shall be credited on the basis of the new work week schedule. Accumulated sick leave credit shall be converted to hours that would have been earned on the new **workweek work week** schedule.

22.4: A certification of illness or injury from a licensed physician may be required by the ~~City Manager~~ **Human Resources Department**, as evidence of illness or disability as a condition to payment of compensation for the period of illness or disability exceeding three (3) working days. If the **documentation is incomplete, or unsatisfactory, unsatisfactory**, the City may designate a physician to make an examination at the City's cost or expense.

~~Determination~~ **The determination** by the City's appointed physician shall be final and binding on the parties, and if it is adverse to the certification provided by the employee's physician, then such sick time, from the date of such examination shall be **deemed "unexcused" disallowed**, and the cost of the physician designated by the City shall be **borne paid for by the employee. Abuse Any findings of abuse of the sick leave privilege or falsification of illness or disability shall be grounds for disciplinary action, up to and including discharge.**

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22.5: Sick leave ~~credits~~ will not be allowed when absence is due to the willful use of narcotics or intoxicants, willful misconduct, or any illness or injury incurred while gainfully self-employed or while employed by any entity other than the City of Oak Park.

22.6: Any employee who becomes ill and unable to report for work must, unless circumstances beyond the control of the employee prevent such reporting, notify the supervisor on duty ~~not no later than one-half hour~~ **30 minutes** before the starting time of his particular shift on the first day of his absence, and daily thereafter if not hospitalized, or sick leave ~~pay will be deemed "unexcused."~~ **not be allowed.**

22.7: If the employee ~~chooses so elects~~, after all accrued sick leave is used, vacation leave and other leave time may be used, and payment made ~~therefore~~ to the extent of such leave accrued.

22.8: When an employee receives his last check for sickness or disability, he will be placed on leave without pay for a period not to exceed one year or his seniority, whichever is less. If, at the end of that time, said employee is still unable to return to work, his employment shall be terminated in accordance with existing policy, rules, regulations, statutes and ordinances.

22.9: Employees shall ~~receive credit for a~~ **accrue sick leave at eight (8) hours for each** month worked, for every month in which they work, or receive compensation for ten (10) work days or 80 hours. Time lost by an employee by reason of **any** absence without pay, ~~or time otherwise not worked or paid for~~, shall not be considered in computing earned credits for sick leave.

22.10: Employees shall receive credit for eight hours of bonus time if, during the ~~personnel year~~ **Benefit Year** (April 1st to March 31st), they do not use any sick time. These eight hours of bonus time can be added in one eight-hour increment to either the officer's sick time or vacation. These eight hours of bonus time will not be paid out ~~in cash~~.

22.11: Employees will be bought out of fifty percent (50%) of their accumulated sick leave upon retirement only, or death in the line of duty.

22.12: Sick leave days that are taken, shall not count towards accumulation of sick leave credit. Therefore, if an employee does not have at least ten (10) working days, or vacation, personal, compensatory, or holiday leave days in the month, sick time will not be accrued.

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ARTICLE XXIII
EMERGENCY & ~~AND FUNERAL~~ BEREAVEMENT LEAVE

MOVE ARTICLE TO DIRECTLY FOLLOW PERSONAL, THEN VACATION LEAVE, THEN SICK LEAVE

- 23.1: Emergency Leave. In the case of serious illness in **an employee's** ~~his~~ immediate family, as defined below, an employee may be granted a leave of absence with pay for a period not to exceed three (3) days, upon the recommendation of the immediate supervisor and approval of the City Manager.
- 23.2: Funeral Bereavement Leave. In the case of a death in **an employee's** ~~his~~ immediate family, as defined below, an employee may be granted a leave of absence with pay for a period not to exceed three (3) days, upon recommendation of the immediate supervisor and approval of the City Manager. In the case of death of spouse, child or parent, an additional two (2) days may be granted, with the approval of the City Manager
- 23.3: Should a death in the immediate family occur while an employee is on a scheduled leave, he shall be entitled to receive these benefits provided that he has notified the City prior to the date of the funeral.

23.4: "Immediate family" shall be defined to include the following:

Husband	Parent-in-law
Wife	Grandparent
Child	Spouse's Grandparent
Brother	Brother-in-law
Sister	Sister-in-law
Parent	Grandchildren
Step-Parent	Step-Child

~~23.5: Emergency leave and funeral leave shall be in addition to other types of leave to which the employee is entitled. A day under this provision is defined as scheduled hours of work.~~

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ARTICLE XXV
LIFE INSURANCE

~~25.1: The City shall provide term life insurance coverage for all employees as follows:~~

~~Public Safety Officers I and II - \$35,000~~

~~25.2: During the term of this contract, Public Safety Officers may, at their own expense, purchase \$10,000 of additional life insurance benefits at the current City group rates. Said costs for the additional \$10,000.00 of life insurance shall be borne entirely by the officers and shall be deducted from their normal pay. If the City is subject to an increase in group rates for life insurance, the officers will be notified at least two weeks in advance that said costs of such increase for the additional \$10,000 of life insurance only, shall be added to the officer's deduction as soon as it is possible within the payroll division.~~

~~25.3: A \$3,000 life insurance policy shall be provided to all retirees, with such costs to be borne by the City.~~

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ARTICLE XXVI
DISABILITY LEAVE

MOVE ARTICLE TO DIRECTLY FOLLOW PERSONAL, THEN VACATION LEAVE, THEN SICK LEAVE, THEN EMERGENCY, AND THEN DISABILITY LEAVE LAST

- 26.1: Duty Disability. When any employee is disabled in the performance of his duties as a public safety officer and the employee's injury or illness is work compensable, as defined by Michigan Workers Compensation Act, such employee shall immediately report any illness or injury to his immediate supervisor who shall note same in writing. ~~An employee's work-related injury or illness requiring more than first aid shall report to the Occupational Health Clinic for evaluation. Any employee who refuses to seek treatment shall be subject to discipline, up to, and including discharge.~~ and take first-aid treatment as may be recommended, or waive such first-aid, in writing. The employee shall receive full pay, wages and benefits for the duration of disability but not to exceed one (1) year. Any Worker's Compensation payments received by the employee shall be returned to Employer. Such employee shall suffer no loss of sick time or benefits during this period.

After one year, if an employee is found to be totally and permanently incapacitated from full, unrestricted duty as a public safety officer, the employee shall ~~be placed on~~ apply for a duty disability retirement within the pension system. The process of medical determination of a duty disability retirement, shall be that as defined in the pension system at May, of 1994. Any employee receiving a duty disability retirement shall be paid at least sixty-six and two thirds (66-2/3) of his base pay at the time of retirement, or an amount calculated as regular retirement, whichever is greater. An employee shall remain on duty disability retirement until he reaches what would have been normal age necessary for regular, unreduced retirement. At such time the officer's benefit shall be recalculated based on final average compensation at the time of disability retirement utilizing years of service plus years the employee has been on duty disability retirement. ~~There shall be no offsets of any kind to a duty disability retirement benefit.~~

If an employee is killed in the line of duty, the employee's spouse shall receive an amount equal to a duty disability ~~pension benefits payments as described above.~~

In the event an active employee disputes workers' compensation benefits, and prevails, during which time they use their own sick time, they shall be eligible to receive a credit for the used sick time

26.2: Non-Duty Disability . ~~From and after the date of execution of this Agreement, the City will provide a non-duty disability insurance plan to provide accident and sickness benefits in the amount of sixty-six and two thirds (66-2/3) percent of the base pay for the employee until the age of retirement. Such benefits are to be paid according to the terms and conditions of the insurance plan to employees who incur an illness, injury or who are disabled other than in the course of their employment. Such program shall provide for a twenty eight (28)~~

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~~day waiting period prior to the commencement of benefits. If the employee is off-duty for one (1) year or longer, the City shall restore 14 days of time credits which may have been used during the waiting period.~~

~~Benefits shall not exceed \$4,500.00 per month.~~

When an employee is disabled outside of the performance of his or her job duties, an employee must report the illness or injury to the Human Resources Department, and their immediate supervisor. Regarding compensation, the City shall provide a Short-Term Disability policy for employees, as outlined in Article 24.8, Short-Term Disability.

ARTICLE XXXI
LAYOFFS

31.1: When layoffs are necessary, employees shall be laid off in inverse order of their ~~tenure~~ seniority, ~~which is to be~~ based on the length of time of their continuous employment.

31.2: When promotional ~~classified~~ positions are discontinued due to layoffs for economic reasons, the officer holding the discontinued position shall be reduced in pay and rank to that which he previously held, and the rights which are ~~accorded~~ afforded to him on the basis of ~~tenure~~ seniority, shall be those which would have accrued had he not been promoted.

31.3: When laid off personnel are re-called to employment, they shall be recalled in inverse order of their layoff. Any officer whose classification is changed because of layoff shall be entitled to the position he left it if is reestablished.

31.4: No layoffs of Public Safety Officers shall occur until all non-Public Safety Officers or civilians who perform police and fire duties are laid off first. Said duties are to be defined as work presently or previously performed by Public Safety Officers.

31.5: Public Safety Officers who have been laid off shall be rehired before non-Public Safety Officers or civilians who perform police and fire duties.

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ARTICLE XXXVI
EMPLOYEE PREGNANCY

~~36.1: The parties hereto recognize that pregnancy is not, of and by itself, a sickness, illness or disability. However, the parties also recognize that a pregnancy can result in physical conditions which would impair the ability of an officer to perform her duties, and that pregnancy related illness or sickness may result in some form of disability. The parties also recognize that so called maternity leaves or child care leaves, beyond that period of time when an employee is disabled from performing her job duties, will disrupt the operations of the department.~~

~~Recognizing these facts, the parties agree as follows:~~

- ~~A. There shall be no maternity leaves or child care leaves permitted.~~
- ~~B. When an employee learns she is pregnant, she shall immediately notify the City and provide the expected date of delivery, attending physician, and provide periodic medical reports to the City from her attending physician, certifying her ability to perform her job duties.~~
- C. Pregnancy related illness or sickness shall be treated the same as any other non-duty related sickness or illness under the terms and conditions of this Agreement.
- D. An employee shall report back to work after delivery of her child as soon as her physician certifies that she is physically able to perform her job duties. Failure to so report for work shall constitute just cause for termination of employment.
- E. An officer may use available sick leave, vacation days or other accumulated leave time for maternity related disability needs.
- F. In the event an officer seeks a disability leave for maternity related reasons, such leave shall be treated in the same manner as a normal, non-duty disability leave.
- G. During the above described leave period, all medical and hospitalization insurance shall be continued in the same manner as any other non-duty disability leave.

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ARTICLE XXXIX
ANIMAL CONTROL DUTY

39.1: Public Safety Officers shall continue to respond to calls for animal related duties after 5:00 p.m. until 8:00 a.m. the following morning. Public Safety Officers shall also maintain the current practice of responding to such calls on a 24-hour basis on weekends and holidays.

39.2: Members of the Oak Park Police Officers Association shall not be required to transport animals to be destroyed, maintain the animal pound; wash the dog truck; patrol in dog truck or pick up mail at local post office.

39.3: Members of the Public Safety Officers Association will perform all other duties of Public Safety Service Officers as set forth in the following:

A. Enforce animal regulations

1. Issue tickets/warnings for violations testify in court;
2. Impound/release stray dogs;
3. Destroy sick, injured animals;
4. Pick-up dead animals on roadway or public property;
5. Take dog bite reports - do follow-up and paperwork;
6. Maintain lost/found animal files

~~B. Assist stalled motorists~~

- ~~1. Push from roadway;~~
- ~~2. Summon tow trucks;~~
- ~~3. Set out flares as warning to other traffic.~~

~~C. Assist motorists into vehicles when keys are locked inside.~~

~~D. Abandoned vehicles~~

- ~~1. Take initial reports;~~
- ~~2. Check back;~~
- ~~3. Impound/write supplemental reports.~~

~~E. Enforce parking regulations~~

- ~~1. Issue tickets;~~
- ~~2. Mark tires in time restricted zones;~~
- ~~3. Testify in court.~~

~~F. Make requests for service where required.~~

~~G. Pick up illegally placed signs.~~

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_____ H. _____ Assist in transport of equipment to and from fire scenes.

_____ I. _____ Miscellaneous errands

- _____ 1. _____ Pick up prisoner meals;
- _____ 2. _____ Transport vehicles to/from Service Center;
- _____ 3. _____ Transport radios to/from repair center;
- _____ 4. _____ Pick up meals for standby/other station officers.

_____ J. _____ Patrol city

- _____ 1. _____ Be alert for situations normally demanding his attention;
- _____ 2. _____ Be alert for situations that call for attention of PSO.

_____ K. _____ Deliver City Council packets.

_____ L. _____ Close polls, transport election results to the County.

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ARTICLE XLI
DURATION TERMINATION & MODIFICATION

~~41.1: This Agreement, including all attachments thereto, shall become of full force and effect on July 1, 2017 and shall continue in full force and effect until midnight, June 30, 2020 or until a subsequent agreement is successfully negotiated.~~

41.1 This Agreement shall continue in full force and effect until June 30, 2024.

41.2 If either party wishes to terminate or modify this Agreement, said party shall provide written notice to the other party to that effect. Said notice shall be made no later than one hundred twenty (120) days prior to the termination date in Section 41.1, above.

41.3 In the even that negotiations extend beyond the expiration of this Agreement, the terms and provisions of this Agreement shall remain in full force and effect, pending any agreement upon a new Agreement.

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THE USE OF PRONOUNS

The Parties agree that all pronouns that state "he" or "his" will be changed to include "he/she" and "his/hers."

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ROMAN NUMERALS TO ARABIC NUMERALS

The Parties agree to change all Article Numbers from Roman numerals (I, II, III, etc.) to Arabic numerals (1, 2, 3, etc.).

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ARTICLE XX
PROBATIONARY EMPLOYEES

- 20.1: Probationary Period -New Employees. ~~Probationary~~ The probationary period for new PSO I classification employees shall be twelve ~~(12)~~ fifteen (15) months from the completion of the Field Training Officer (FTO) program. ~~Said The probationary period shall not commence until all necessary training and orientation have been completed. Training The training and orientation period shall not exceed three (3) months so that the total probationary period may not exceed fifteen (15) months. Maximum~~ The maximum training and orientation period shall not be deemed to apply to former officers within the Department being rehired or officers being employed who have completed the State required training in other jurisdictions within a reasonable period prior to their employment.
- 20.2: Probation Period for Upon Promotion. Probationary periods for all other ranks which are filled by competitive process shall be twelve (12) months, subject to a six (6) month extension if deemed necessary by the Director. During the probationary period in any other rank or category, the employee shall be subject to close scrutiny and evaluation, and if found to be below standards satisfactory to the appointing authority, may be removed from the probationary position any time during the probationary period. Such removal shall not be subject to appeal. The removal of a probationary employee from a rank, position, or grade, shall not be subject to the impartial arbitration provisions of the grievance procedure ~~(resolution of disputes)~~. All other steps of the grievance procedure ~~(resolution of disputes)~~ may be followed should the employee decide to file a grievance. In the event of such a removal, the employee shall resume the position from which he was promoted. The employee ~~displaced by this action~~ shall return to the prior position from which he was promoted, and shall be reinstated to the promoted position without competitive exam if an opening occurs, subject to being evaluated by staff as to his skills and qualifications. The period of probation served prior to his displacement shall be credited to him upon reinstatement, and his pay shall be commensurate with his total time in that rank.
- 20.3: Displacement of Personnel by Non-probationary or Demoted Employees. In the event of the removal of an employee from a permanent or non-probationary position the employee shall resume the position from which he was promoted. The employee displaced by this action shall return to the position from which he was promoted, and shall be reinstated to the promoted position without competitive examination if an opening occurs within four (4) years. The period of probation served prior to his displacement shall be credited to him upon reinstatement, and his pay shall be commensurate with his total time in that rank.

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ARTICLE XVI
LONGEVITY PAY: "53-WEEK PAY"

- 16.1: All employees covered by this Agreement shall be subject to the "53-Week" pay program as follows: The City of Oak Park, not later than December 7 each year; shall issue special payroll checks to all employees **to be paid by the employee's elected payroll method, herein concerned, other than the normal pay**, based on continuous service with the City of Oak Park.
- 16.2: The formula to be used in the computation of such pay is as follows:
- A. For employees with seven (7) or less years service: 2% of base pay times number of months continuous service divided by 84 = amount of pay, with a cap of \$450.00.
 - B. For employees with over seven (7) but less than fourteen (14) years service: 5% of base pay times number of months continuous service divided by 168 = amount of pay, with a cap of \$850.00.
 - C. For employees with over fourteen (14) years service: 8% of base pay times number of months continuous service divided by 252 = amount of pay, with a cap of \$1,700.00.
- 16.3: As this payment is in recognition of years of service, an employee must be on the City payroll on the day of payment. **Upon separation of service, longevity pay will paid on a pro-rated basis in the employee's final paycheck.** ~~Pro-rata pay on termination will not be permitted except those employees of the department who become eligible for retirement shall receive their prorated accumulation of the annual "53-week pay" upon retirement.~~
- 16.4: Years of continuous service shall be computed on the November 1st preceding payment.
- 16.5: Percentage of annual base salary shall be computed as of the employee's annual base salary on the first day of November preceding payment.

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ARTICLE XV
UNIFORM AND CLEANING ALLOWANCE

15.1: There will be an annual uniform allowance of eight hundred seventy dollars (\$870.00) with four hundred dollars (\$400) to be paid on a separate payroll check, using the employee's elected method of payroll, in-cash as soon as possible, in July of each year. ~~after the commencement of the fiscal year.~~

15.2: New employees employed as probationary PSO or PSO I shall be provided all uniform needs for the first year of their employment. ~~Upon the commencement~~ After their one year anniversary, ~~of their second year of employment,~~ such employees shall receive one-half of the ~~cash~~ uniform allowance. Upon satisfactory completion of the probationary period, the employee will be paid the second half of the ~~normal cash~~ uniform allowance. Thereafter, the employee shall receive the usual uniform allowance provided above.

15.3: A ~~special separate~~ one hundred (\$150.00) dollar uniform allowance will be provided to any employee who has been assigned, or promoted, to any position requiring a different uniform, or different clothing ~~than that being worn by such employee at the time of such assignment or promotion,~~ provided that such assignment is at least six (6) months in length. ~~within any twelve (12) month period.~~

15.4: Officers whose regular assignment requires civilian clothes, shall receive half of their uniform allowance in-cash, ~~one half of which is to be given in July and the other one-half in January, of each year.~~

15.5: ~~Uniform Cleaning Allowance.~~ No fixed uniform cleaning allowance will be paid. However, the Director of Public Safety shall have the authority to approve payment for the cleaning, repair and replacement of clothing, ~~worn in the normal performance of duty which has become soiled as the direct result of an unusual activity on the part of any officer in the discharge of his duties. In the administration of this paragraph, unusual activities shall be construed to include fire fighting activity and extended exposure in inclement weather while directing traffic or pursuing other Public Safety functions.~~

15.6: ~~To assist in the facilitation of converting to a new uniform color the city will provide a special one time credit to a uniform vendor, determined by the City, for three (3) long-sleeve dark blue shirts and three (3) short sleeve dark ready to wear blue shirts~~

15.6: As four-hundred dollars (\$400.00) of the Uniform Allowance is paid in advance, upon separation of service, the advanced portion shall be prorated on the employee's final paycheck.

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ARTICLE XIII
PERSONAL LEAVE DAYS

13.1: A personal leave day is a day of leave with full pay for the purpose of transacting or tending to personal, legal, religious, business, household or family matters which require absence during scheduled work time.

13.2: PSO I: shall be provided ~~thirty-six (36)~~ **twelve (12)** hours of Guaranteed Personal Leave and ~~twelve (12)~~ **thirty-six (36)** Hours of Personal Leave per year. Any personal time granted ~~under the contract~~ must be used by ~~June 30~~ **March 31st** of the following year for which it was earned.

PSO II: shall be provided ~~sixteen (16)~~ **thirty-two (32)** hours of Guaranteed Personal Leave and ~~thirty-two (32)~~ **sixteen (16)** hours of Personal Leave Time each year. Any personal time granted ~~under the contract~~ must be used by ~~June 30~~ **March 31st** of the following year for which it was earned. In order to use such personal leave days, an employee is ~~subject to the mutually agreed upon Administrative policy of the department as stated in the February 20, 1985 memo entitled "The Use of Personal Leave for Public Safety Personnel,"~~ and must give reasonable advance notice to the Director of Public Safety or his representative and obtain prior consent, except in the case of an emergency not qualifying for emergency leave under Article XXIII (Emergency and Funeral Leave) of this Agreement.

13.3 At the time of separation from service (voluntary or involuntary), any remaining personal leave will not be bought out.

Upon retirement, remaining personal leave banks will be bought out.

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ARTICLE IX
WAGES

9.1: The detective pay rates shall be 8% higher than a PSO I maximum for each time period listed.

Public Safety Officers shall be paid on the basis of working 2,184 hours a year during the life of this Agreement.

~~July 1, 2017 June 30, 2018: 3%~~

~~— A one time signing bonus of \$1,000.00~~

~~July 1, 2018 June 30, 2019: 2%~~

~~July 1, 2019 June 30, 2020: 1.5 %~~

~~July 2021 — June 2022 — 2% increase~~

~~July 2022 — June 2023 — 1% increase~~

~~July 2023 — June 2024 — 1% increase~~

~~July 2021 — June 2022 — 2% increase~~

~~July 2022 — June 2023 — 2% increase~~

~~July 2023 — June 2024 — 2% increase~~

Effective 7/1/2021 – 2.5% increase

Effective 7/1/2022 – 2.5% increase

Effective 7/1/2023 – 2% increase

A one-time hazard payment of \$2,500.00, to be paid June 30, 2021.

70% of PSO 1 maximum base salary as computed at date of employment.

72.5% of the ~~then~~ current PSO 1 maximum base salary.

75% of the ~~then~~ current PSO 1 maximum base salary.

83% of the ~~then~~ current PSO 1 maximum base salary.

85.5% of the ~~then~~ current PSO 1 maximum base salary

88% of the ~~then~~ current PSO 1 maximum base salary.

95% of the ~~then~~ current PSO 1 maximum base salary.

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97.5% of the ~~then~~ current PSO 1 maximum base salary.

100% of the ~~then~~ current PSO 1 maximum base salary.

The Employer shall have the right to hire new employees at any step up to the **36-month** level.

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ARTICLE XXIX
PENSIONS RETIREMENT & RETIREE INSURANCE

- 29.1: ~~All of the remaining~~ The provisions of the Charter of the City of Oak Park dealing with ~~the Employees' Retirement System~~ **the applicable ordinances of the City of Oak Park, Article II, Employee's Retirement System, and the ordinances, promulgated pursuant thereto** shall remain in full force and effect, except as modified by this Article.
- 29.2: ~~For the purpose of this provision, a non-covered member of the Oak Park Employees Retirement System shall be defined as any member who is not covered under the Federal Social Security Old Age and Survivors' Insurance Program on account of his City employment,~~
- 29.3: A member is eligible for voluntary retirement if they are a non-covered member (see definition of "non-covered member" Sec. 55-31 (b)(2)), who is at least 50 years old, and has 10 years or more, of service credit. ~~Provision shall be made for the voluntary retirement of any non-covered member at age 50 years or over provided that the member has ten (10) or more years of service credit. Employees~~ **Members** also have the option and are eligible for retirement after completion of 25 years of credited service regardless of age. **A non-covered member must retire at age 62.** ~~Provision shall be made for the compulsory retirement of any non-covered member at age 60 years or over. In~~ **However,** in a time of national emergency, the Council may increase either, or both, the voluntary retirement age and the ~~compulsory~~ **mandatory** retirement age for any class, or classes, of members.
- 29.4: ~~The City shall cause to be paid to the same Employees Retirement System, all sums determined by the City's actuary to be necessary to fund the Employees Retirement System at the proper level to provide for that portion of each non-covered member's pension which would be equal to 2.8% of the Final Average Compensation times the number of years of credited service upon attainment of retirement age.~~

Members hired on or before July 1, 2011 shall have a 2.8% multiplier and a final average compensation times the number of years of credited service upon attainment of retirement age.

Notwithstanding any provision to the contrary above, members hired after July 1, 2011 shall have a 2.5% multiplier and a final average compensation calculated based on their effective base wage rate only. The minimum retirement eligibility


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will be 25 years of service for all members hired after July 1, 2011.

29.5: Service retirement allowance to be paid shall be as set forth in Section 55-27 of the Ordinance Code of the City of Oak Park. ~~except the final compensation shall be the average of the highest annual compensation received by a member from the City during three years of service contained within ten years of service immediately preceding retirement for City service for persons hired prior to July 1, 1984.~~ For those persons hired as of July 1, 1984, the three (3) last years will be used as the basis for Final Average Compensation.

29.6: In no event shall ~~this a member's~~ pension exceed 70% of the Final Average Compensation. ~~Final Average Compensation shall include not over 1200 hours of all accumulated leave time for persons hired prior to July 1, 1984.~~ For ~~members~~ ~~persons~~ hired ~~since~~ after July 1, 1984, no more than six hundred and fifty (650) hours of additional earned hours of Sick, Vacation or Miscellaneous Leave will be added into the Final Average Compensation. If any additional time remains to be paid, it shall be paid to the ~~individual member~~ in accord with current procedures but shall not be folded into the Final Average Compensation for ~~individuals~~ ~~member~~ hired ~~since~~ after July 1, 1984.

29.7: Effective June 15, 2011, the contribution rate for all ~~members~~ ~~employees~~ shall be 7.5% of gross pay. Effective July 1, 2017 the contribution rate shall be raised by 1.0% to 8.5%. Effective July 1, 2018 the contribution rate shall be raised by 1.0% to 9.5%.

~~Should the Act 345 expire, the contract shall be subject to an automatic renewal. The City reserves all rights during a reopening period should one occur, provided pursuant to PERA or Act 312.~~

29.8: All members of the bargaining unit employed on and after July 1, 2001, shall be eligible to receive an allowance that will increase their annual retirement pension by 2.5% on each 5-year anniversary of their retirement. The increase will be effective in the anniversary month of retirement and shall be cumulative and applied to the annual pension paid in the year immediately prior to each five-year anniversary.

29.9: The Parties agree to establish a Deferred Retirement Option ~~Plan Program~~ **(DROP)** as outlined below and in the adopted Plan Document, which shall provide the following.

A. A ~~3-year~~ **three-year** DROP Plan shall be established. ~~Employee Member~~ contributions to the pension system will continue as set forth herein with no additional pension benefit being provided;

~~B. DROP payments shall be vested in the following manner:~~


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~~i. Completion of one full year in the DROP – 100% vesting~~

~~ii. Six (6) to twelve (12) months – 75% vesting~~

~~iii. Zero (0) to six (6) months – 50% vesting~~

- C. Healthcare will be provided to eligible members based upon the provisions in the collective bargaining agreement in effect at the time they actually leave the employment of the City by leaving or the end of the DROP program. (This will include mirroring for prescriptions.)
- D. A 2% interest rate will be paid to the ~~employee~~ **participant's** pension amount in the DROP accounts.
- E. Members in the DROP Plan will not have any sick, vacation or personal leave time. It will be replaced by a 180-hour annual paid time off bank, which will be payable as of April 1st in each year. For those members who enter the DROP after April 1st, they will receive a pro-rata share of the 180 hours until the following April 1st. Members who participate in the DROP may also, at their discretion, roll over up to 100 hours of time accumulated before they enter the DROP which would have been payable to them at the time of retirement, excluding any sick time, when they enter the DROP period. On the first March 31st after their entry into the DROP, this 100 hours, or any lesser amount they rolled over, in their bank will be paid to them. It may not be carried forward. The 180-hour bank given to a member in the DROP each year must be used in that year except that a member may roll over 40 hours to the following year at their discretion. Any remaining hours in the annual paid time off bank at the conclusion of the DROP program, or their participation in it, will not be redeemable for payment. When a member enters the DROP, leave time shall be paid out in accordance with the DROP agreement and members will have no prior leave time except as noted in this Agreement. **An employee in the DROP shall accrue paid time off at a rate of 15 hours per month. Upon separation of service, any time used prior to accrual shall be prorated upon separation of service.** The remaining provisions of the collective bargaining agreement shall remain status quo and without modification.
- F. **Any member who is a DROP participant who becomes disabled due to a duty, or non-duty related illness or injury and is unable to return to work after a period of six (6) months, shall be separated from the City of Oak Park.**

~~29.10 Notwithstanding any provision to the contrary above, PSOs hired after July 1, 2011 shall have a 2.5% multiplier and a final average compensation calculated based on their effective base wage rate only. Minimum retirement eligibility will be 25 years of service.~~

29.11 All new hired Public Safety Officers have the option upon ~~hire~~ **hiring**, to be members of the ~~defined benefit Employee's Retirement System~~ **Defined Benefit** program, ~~or provided by the Oak Park Employee's Retirement System, or to participate in a the City of Oak Park Defined Contribution Plan (DCP) (Article III, City Ordinance) defined contribution program.~~


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For members that elect to enroll in the Defined Contribution Plan, The the City will contribute 7.5% of base compensation to the defined contribution program (based upon an 84 hour workweek), and match up to an additional 3% of base compensation, if contributed by the member employee. Members Employees are will be 100% vested after 1 one (1) year of employment. Current employees could may decide to convert from their defined benefit pension, to the defined contribution program within 6 months of this agreement. Any conversion will be actuarially computed to an equivalent value and cause no financial harm to the Retirement System. Employees will pay the cost for this calculation.

29.12 Employees with a minimum of 5 years of service with the City of Oak Park are eligible to purchase prior municipal time and prior U.S. Military time under the following conditions:

A. Municipal time:

1. The cost for each year of service will be calculated taking the earning from the municipality you worked for, in the year you are buying back, multiply those earnings by the current employee contribution rate and add on compounded interest at the current net yield of the fund. The years bought will be the most recent prior municipal employment.
2. Municipal time is defined as service with a U.S. City, Township, County, Village, Road Commission, Drain Commission or Court System. It will also include employment where the employee was a state certified police officer.
3. The employee may purchase the time by lump sum payment for that time, with a minimum of not less than 1 year in each purchase (with the last purchase being less than 1 year), or they may utilize payroll deduction with an amount to be deducted each pay period for the time to be purchased.
 - a. On a request to purchase prior municipal time, either the prior earnings or current base annual salary, if not military service, will be multiplied by the current contribution rate and compound interest on retirement system net yield added. If the payroll deduction method is selected, additional interest at the City's current interest yield for each year will be added for the period the employee chooses to spread the purchase. Purchased years will not be added to the employee's credited service until payment for the buy-back time is received in full by the City.
4. There cannot be duplicate pension service credit for any year in both Oak Park and the municipality whose prior municipal time is purchased.


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5. There is a maximum buy-back of 5 years of prior municipal service. The buy-back must begin within 3 years of eligibility and the payment be spread over a period no longer than the amount of time purchased.
6. Employees hired by the City of Oak Park beginning on April 1, 2015 shall no longer be eligible to purchase previous municipal service time.

B. Military Time:

1. The maximum buy-back is 5 years and may be accomplished in the same manner as the municipal buy-back, using the calculation of the current employee contribution rate, times the annual salary, times the number of years/months of prior service.
2. Honorable discharge is required with a copy of the employee's DD-214, **or other authentication documentation of full-time service**, as verification of service. Receipt or eligibility for a military retirement bars a buy-back of military service.

The pension system actuaries shall determine the cost of the buyback and the employee shall pay 50% of the cost of this calculation, upon receipt of the report from the actuaries.

Employees are limited to purchasing a combined municipal and military buy-back of 5 years.

If income information from municipal time or military time is unavailable, then the current annual salary for the employee times the current pension contribution rate shall be used to determine the buy-back cost for 1 year of prior municipal time.

This purchase of prior municipal or military time will be recognized for years of credited service towards eligibility for retiree health coverage or amount of City payment therefore.

Any buy-back must be for full-time military duty or full-time municipal employment.

29.13 Retiree Healthcare

- A. Medical, dental, and vision coverage will be made available to all retirees, their spouse at the time of retirement, and any eligible dependents at the time of retirement.**
- B. Once a retiree and/or spouse become eligible for Medicare, they must participate in the Medicare program, must enroll in Medicare Part B, and must**


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pay all of its associated costs. The City will provide supplemental coverage to Medicare to the eligible retiree and/or spouse at the time of retirement. Any survivor receiving a pension, who receives health coverage from their employer or through a new spouse, must participate in those health care programs as primary coverage and the City healthcare shall be supplemental, as long as they continue to receive a City pension.

- C. The percentage of the retiree's insurance premium, that will be paid by the City for employees hired after January 18, 1993, but before July 1, 2011, shall be as follows:

At least 10 years, but less than 15 years = 55%
At least 15 years, but less than 20 years = 75%
At least 20 years, but less than 25 years = 85%
At least 25 years, or more = 100%

For any current member of the group, hired before January 18, 1993, would qualify for 100% of their Blue Cross retiree premium paid by the City at twenty years of service, and each other category would accelerate accordingly.

Employees hired after May 2, 2005, will be eligible for retiree medical coverage after 25 years of service.

~~Employees who retire on or after July 1, 2021 who are eligible for retiree health care shall mirror the active health care plan, including any employee contributions or employer contributions to HSA, HRA or other employer contributions made to active employees. Should the City cease to provide medical insurance to active employees, eligible retired members shall receive benefits equal to those at the time of cessation.~~

~~The retirees shall also mirror the "opt-out" provisions and payments of active employees.~~

- D. For any member that receives for a duty-disability pension, their medical benefits shall continue to be provided, regardless of time in service according to all of the Provisions of the Workers Compensation Act, the Pension Ordinance, and the City's Subrogation Clause.
- E. The ~~Blue Cross/Blue Shield Simply Blue 500~~ Community Blue 4 Benefit Plan (or subsequent Simply Blue 500 plan if the Hard Cap is exceeded during the duration of this Agreement) shall be the base plan at retirement consistent with all the provisions set forth in this Article. However, the Parties agree that retiree prescription drug coverage shall reflect that of the level of coverage being provided to active employees. Should prescription drug coverage provided to


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active employees cease for any reason, the insurance last covering retirees shall remain in effect.

- F. For individuals hired by the City on or after July 1, 2011, the above described insurance benefits for retirement shall not be available, but instead said individuals will participate in an a Health Care Savings Program (HCSP) which replaces all insurance benefits for employees hired by the City on or after July 1, 2010, and who subsequently retire.

These accounts may be used by the employee, their spouse, or qualified dependents to help offset the cost of health care after the employee retires or separates from service.

The employee does not pay taxes on the contributions, investment earnings, or distributions for medical reimbursements.

The City, at its sole discretion, can determine which plan will be provided and the same plan will be provided to all non-union employees.

After death, any remaining account balance may be used by the employee's surviving spouse or surviving dependents for the reimbursement of qualified medical expenses.

Vesting will be ten (10) years under this plan. The City's contribution will be 1% of base salary. The employee's contribution shall be 2% of base salary.

- G. In the event a retiree shall live in a state which does not provide identical benefits for the same premium, the City's obligation hereunder shall be discharged by the furnishing of the policy, and the City shall not be obligated to supplement the policy by any other payments.

29.14 Retiree Life Insurance

The City shall provide a \$3,000.00 life insurance policy to all retirees.

Per Agreement w/union - OK to add language from insurance article
If an officer retires after July 1, 2006 and they are married to a city employee or retiree who also received medical coverage from the city, the City has no obligation to provide the retiree medical coverage and payment in lieu of medical coverage. If the couple divorces then medical coverage will be reinstated as stipulated by this section and the retiree shall again receive the coverage provided by this agreement.

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ARTICLE XXIV
HOSPITAL, MEDICAL, SURGICAL AND DENTAL INSURANCE INSURANCE BENEFITS

24.1: ~~Medical and Hospital Coverage~~ Health Insurance

- A. Effective July 1, ~~2014~~ **2021**, ~~or as soon thereafter as may be implemented by the City~~, the City shall provide each employee and his/her immediate family eligible dependents with Blue Cross/Blue Shield Community Blue 4 Benefit Plan as outlined in Appendix A. ~~Simply Blue 500 coverage as outlined in Appendix A. Community Blue Option 4, with 80% mental health care coverage and preventive care as outlined by the plan.~~ For the duration of this Agreement, the City shall continue to enforce the Hard Cap under Public Act (PA) 152. For the duration of this Agreement, if the current Community Blue 4 Benefit Plan exceeds the Hard Cap, the Union agrees to switch to Simply Blue 500 Plan on the following January 1st.

~~1. Office visits require a \$30 co-pay. With a \$150 ER rider. Urgent care will be \$30.00 as will chiropractic. The City will enforce the hard cap consistent with State of Michigan Public Act 152.~~

- B. ~~2.~~ Coverage of the employee's family shall include the employee, their spouse and any eligible dependents. The recognized definition of "dependent" shall be the current accepted classification by Blue Cross/Blue Shield for medical coverage.

- C. ~~3.~~ Employees shall be eligible for such coverage after the 1st day of the month after employment with the City, or a maximum of 30 days.

~~4. The City will provide a prescription drug rider for all plans under the contract by the City provided which will be a closed formula drug card for \$5 generic/\$40 brand/\$80 drug card. Prescription maintenance drugs shall be by mail in MOPPD2.~~

~~5. The City reserves the right to go to a mandatory preferred generics program or mandatory step therapy if available from the carrier.~~

~~6.~~

24.2 Waiver Payment-in-Lieu of Health Care Opt out of medical coverage. For employees choosing to opt out of medical coverage, the employer shall pay according to the following schedule:


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Single Coverage – up to \$2,500.00 per year, (\$208.33 per month)
 Two-Person Coverage – up to \$5,000.00 per year, (\$416.66 per month)
 Family Coverage – up to \$5,000.00 per year, (\$416.66 per month)

~~\$200.00 per month for those with two person coverage and \$210.00 per month for full family coverage.~~

~~If an officer retires after July 1, 2006 and they are married to a City employee or retiree who also receives medical coverage from the City, the City has no obligation to provide the retiree medical coverage and payment in lieu of medical coverage. If the couple divorces then medical coverage will be reinstated as stipulated by this section and section 24.4 and the employee shall again receive the coverage provided by this agreement.~~

Employees who waive medical coverage may still enroll in dental and vision coverage.

~~24.3 7. Health care reform.~~ **Health Care Reform and the Affordable Care Act**

The City will comply with all provisions of the Patient Protection and Affordable Care Act {Public Law 111-148 of the 111th Congress, 42 U.S.C. 18001.} as such, Health Insurance Plans may be subject to change in order to remain in compliance with same and avoid penalties.

8. The City or the Union may reopen the Collective Bargaining Agreement to address Patient Protection and Affordable Care Act issues only.

~~24.2:~~

24.4 Dental Coverage. The City shall provide a Group Dental Insurance Program with benefits as **outlined in Appendix B. follows:**

<u>Type of Service</u>	<u>Policy Coverage</u>
Class I Benefits	Basic Dental Services 100% Balance of Class I Benefits 90%
Class II Benefits	Prosthodontic Dental Services 75% \$1,000 Maximum per person per contract year of Class I & II's
Class III Benefits	Orthodontics 50% \$1,000 Lifetime Maximum per person


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~~24.3:~~

24.5 Optical Vision Coverage.

The City shall **provide vision coverage, as outlined in Appendix C. ~~pay 70% of the cost~~**
~~and the employees shall pay 30% of the cost.~~

~~24.4:~~

24.6 Continuance of Insurance Policies.

A. The City shall continue to maintain **medical, dental, and vision**
~~Hospital, Medical, Surgical, Dental, Optical and Prescription Insurance~~
coverage and benefits for an employee **and their eligible, enrolled**
dependents, while out on a duty disability leave, and for his family under
the insurance programs in force, **for the duration of the leave.**

B. The City shall continue to maintain **medical, dental, and vision**
~~Hospital, Medical and Surgical insurance~~ coverage for an employee and
their **eligible, enrolled, dependents while out on a non-duty disability**
leave, for the duration of the leave. New officers hired after date of
execution of this agreement will receive this non-duty disability coverage
for three years from the date of separation from the city.

C. The City shall continue to maintain Hospital, Medical, Surgical,
Dental, Optical and Prescription rider benefits for the widow and children
(under 19 years) of an employee killed in the line of duty.

~~D. Hospital, Medical, Surgical, Dental, Optical and Prescription rider~~
~~coverage will be made available to all retirees, their spouse and any eligible~~
~~dependents, at the same level of coverage that was provided at the time~~
~~of their separation of employment with the City, with cost to be paid by~~
~~the City. Spousal coverage is only for that individual that the retiree is~~
~~married to at the time of their retirement. If a retiree and/or spouse~~
~~become eligible for Medicare, they must participate in the Medicare~~
~~program, and pay for all of its associated costs. The City will provide~~
~~supplemental coverage to Medicare to the same level that was provided~~
~~prior to Medicare participation. Any survivor receiving a pension who~~
~~receives health coverage from their employer or through a new spouse,~~
~~must participate in those health care programs as primary coverage and~~
~~the City healthcare shall be supplemental, as long as they continue to~~
~~receive a City pension.~~

~~E. 1. Retiree's Blue Cross. The percentage of retiree's Blue Cross~~
~~premium that will be paid by the City for employees hired after January 18,~~
~~1993 but before July 1, 2011, shall be as follows:~~


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- ~~_____ At least 10 years, but less than 15 years = 55%~~
- ~~_____ At least 15 years, but less than 20 years = 75%~~
- ~~_____ At least 20 years, but less than 25 years = 85%~~
- ~~_____ At least 25 years, or more = 100%~~

~~For any current member, of the group, (those hired before January 18, 1993) they would qualify for one hundred percent Blue Cross retiree premium paid by the City at twenty years and each other category would accelerate accordingly. Those employees hired after May 2, 2005 will be eligible for retiree medical coverage after 25 years of service. For any member that qualifies for a Duty Disability Injury or Pension, their medical benefits shall continue to be provided regardless of time in service according to all of the Provisions of the Workers Comp Act and the Pension Ordinance.~~

~~The Blue Cross/Blue Shield Community Blue Option 4 shall be the base plan at retirement consistent with all the provisions set forth in this Article. However the Parties agree that retiree prescription drug coverage shall reflect that of the level of coverage being provided to active employees. Should prescription drug coverage provided to active employees cease for any reason, the insurance last covering retirees shall remain in effect.~~

~~2. For individuals hired by the City on or after July 1, 2011, the above described insurance benefits for retirement shall not be available, but instead said individuals will participate in an Employee Health Retirement Savings Account which replaces all insurance benefits for employees hired by the City on or after July 1, 2010 and subsequently retire.~~

~~These accounts may be used by the employee, their spouse, or qualified dependents to help offset the cost of health care after the employee retires or separates from service.~~

~~The employee does not pay taxes on the contributions, investment earnings, or distributions for medical reimbursements.~~

~~The City, at its sole discretion, can determine which plan will be provided and the same plan will be provided to all non-union employees.~~

~~After death, any remaining account balance may be used by the employee's surviving spouse or surviving dependents for the reimbursement of qualified medical expenses.~~

~~Vesting will be ten (10) years under this plan. The City's contribution will be 1% of base salary. The employee's contribution shall be 2% of base salary.~~


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~~F. In the event a retiree shall live in a state which does not provide identical benefits for the same premium, the City's obligation hereunder shall be discharged by the furnishing of the policy, and the City shall not be obligated to supplement the policy by any other payments.~~

~~G. In the event hospitalization insurance benefits are increased for other employees of the City, such benefits shall be provided for employees of the Department of Public Safety at no additional cost to said employees.~~

H. _____

Subject to the conditions stated below, nothing in this agreement shall be construed to prohibit not the City from changing carriers for dental, optical and prescription rider and hospital and medical insurance as long as the benefits are not diminished. Self-insurance is also authorized if the benefits are not diminished.

However, prior to changing carriers for hospital and medical insurance, the City shall give the Association ninety (90) days prior written notice of such proposed change and with such notice shall fully disclose in writing to the Association information concerning the proposed carrier and proposed insurance benefits. Additionally, prior to the implementation by the City of any such change, the Association shall have the opportunity through expedited arbitration to grieve any such change.

~~I. The Association shall have the opportunity after the plan outlined in~~

~~24.1.A herein has been in place for fourteen (14) months to meet and confer with the City over the possibility of seeking other bids to provide at the same or lower cost for said plan to the City.~~

24.7 Life Insurance

The City shall provide a \$35,000.00 term life insurance policy for all employees.

24.8 Short Term Disability

The City will provide a non-duty, self-administered insurance plan to provide coverage for off-duty accident or sickness benefits. The amount of the Short-Term Disability coverage will pay out 66 2/3% of the employee's base rate of pay, not to exceed payments of \$4,500.00 per month. The benefits will be paid according to the terms and conditions of the self-administered plan, and the employee must provide requested medical documentation and certification to the Human Resources Department. This program will have a 28-day waiting period prior to the coverage starting, and an employee may utilize sick leave first, to satisfy the waiting period, and then if the sick bank is depleted, the employee may utilize vacation, or other leave to satisfy the waiting period.


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24.9 Long Term Disability

The City will provide a non-duty, Long-Term Disability plan, which will commence after 180 days (six months) of continuous disability. The benefits will be paid according to the terms and conditions set forth by the insurance carrier, and approval of an application for Long Term Disability will be determined by the insurance carrier.


Eric Zarfi (May 25, 2021 16:25 EDT)

May 25, 2021


David Cardinali (May 26, 2021 11:26 EDT)

May 26, 2021


Erik Tungate (May 26, 2021 11:31 EDT)

May 26, 2021


Megan Buick (May 26, 2021 11:38 EDT)

May 26, 2021

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051921 - ARTICLE 29 - RETIREMENT & RETIREE INSURANCE

Final Audit Report

2021-05-26

Created:	2021-05-25
By:	Megan Burke (mburke@oakparkmi.gov)
Status:	Signed
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"051921 - ARTICLE 29 - RETIREMENT & RETIREE INSURANCE" History

-  Document created by Megan Burke (mburke@oakparkmi.gov)
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-  Document emailed to Eric Zarfl (ezarfl@oakparkmi.gov) for signature
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ARTICLE X
OVERTIME

10. 1: The payment for extra duty performed (overtime, at the rate of time and one half) shall be made only in accordance with the following provisions:

A. Operations ~~Division Divisions~~

1. Overtime (or compensatory time) shall be paid in quarter hour increments with payment being made for each quarter when working over the normal scheduled time beginning immediately following the end of the shift. Example: Officer works five minutes over normal shift, officer would receive fifteen minutes in overtime pay, etc. (No compensatory time for more than one hour.)
 - a. When an officer is called back for duty with a notice of two hours or more, he will be paid at a rate of one and one half times his current rate for a minimum of two hours. In a situation of this nature, he will not be credited with compensatory time, regardless of compensatory time balance.
 - b. An officer who is held over because of shift shortage shall be compensated for such hold-over time at a rate of one and one-half times his prevailing rate of pay.
2. When an officer is called back to duty with a notice less than two hours before reporting, he will be at the rate of twice the officers' current rate, for a minimum of two hours. No compensatory time will be given for call-back pay.
3. When an officer is assigned a probationary employee in the Field Training program, they will receive 1 hour compensatory time for each day they lead this officer

B. Investigations Division

1. Overtime will be paid at one and one-half the officer's current rate for all extra duty, except when ordered to


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attend training schools.

- a. For the first hour of overtime, any individual held overtime at the end of the regular shift or regular working hours for more than 15 minutes, shall receive overtime in 15 minute increments at the rate of time and one-half.
- b. When an officer is called back for duty, with a notice of two hours or more, he will be paid at a rate of one and one half times his current rate for a minimum of two hours.
- c. When an officer is called back to duty with notice of less than two hours before reporting, he will be paid at the rate of twice the officers' current rate for a minimum of two hours.
- d. All overtime shall be equally distributed among those employees who are normally assigned to the functions which are being performed on overtime. Exceptions may be made whenever, in the opinion of the division commander, a particular person is needed to perform a particular assignment regardless of overtime balance. Such decisions shall be subject to the review of the Director of Public Safety, and his judgment in such matters shall be final.
- e. Officers assigned permanently to the Investigations Division may accrue compensatory time at the rate of one and one-half (1 -1 /2) to a maximum of two hundred forty (240) hours. All accruals of compensatory time shall be subject to the provisions of the Federal or State law whenever the City is compelled by such law to implement minimum wage, hours, and/or overtime regulations.

C. ~~Administration Services Personnel.~~ Administrative Division

1. Personnel assigned to the ~~Administration~~ Administrative Division will be paid overtime in the same method as Operations Division personnel when said


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personnel are called back or when specifically authorized in advance by the Director of Public Safety.

D. The City will provide equitable distribution of overtime in all divisions, including the criminal investigation division.

E. Total compensatory time earned by members in all divisions including criminal investigations may not accumulate over two hundred forty (240) hours which is also the most that can be part of the maximum number of hours includable in Final Average Compensation. An employee will be paid for compensatory time accrued or earned in excess of this maximum the first payday following the end of the quarter.

F. Overtime for training, subject to the provisions of the FLSA, shall be paid at a straight time rate. The employee shall receive compensatory time except when prohibited by FLSA or this agreement. The City shall have the right to schedule any or all training programs including on an Officer's scheduled leave days. The City will make every effort to begin all training on a scheduled leave days between 8:00 a.m. and 10:00 a.m. An exception is afternoon training for firearms. Other exceptions may be mutually agreed upon by the parties.

~~Effective May 2, 2005~~ **Each officer, upon arriving for training at the scheduled time, and remaining for the duration of the training, shall be paid compensatory time for training. will be earned at a time and Officers receiving this compensatory time will be paid at time and a half (1 ½ hours), for the hours they are in attendance at the training. one-half rate for all hours worked, with a minimum of 4 hours on a scheduled leave day.**

Training on a scheduled leave day will be paid out a minimum of four hours, as long as the officer arrives at the schedule time, and remains there for the duration of the training.

Officers appearing for offsite Range Training or CREST Training shall receive an additional 1 hour of compensatory time at starting time for travel. This shall not include MCOLES firearm qualifications.


Eric Zarfl (Mar 22, 2021 13:44 EDT)


EZ Mar 22, 2021


David Cardinale (Mar 22, 2021 14:05 EDT)


DC Mar 22, 2021


Erik Tungate (Mar 22, 2021 14:12 EDT)


ET Mar 22, 2021

032221 - ARTICLE 10 - OVERTIME

Final Audit Report

2021-03-22

Created:	2021-03-22
By:	Megan Burke (mburke@oakparkmi.gov)
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CITY OF OAK PARK

Saundra Crawford, Director
Department of Finance

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

MEMORANDUM

Date: June 11, 2021

To: Erik Tungate, City Manager

Kevin Yee, Assistant City Manager

From: Saundra Crawford, Finance Director

Re: Third Quarter Budget to Actual Report

The purpose of this memorandum is to highlight fiscal year-to-date revenue and expenditure activity through the third quarter ending March 31, 2021 (see attached report for budget-to-actual by department activity for the General Fund only). Through the third quarter, generally, revenues and expenditures should represent 75% of the annual budget.

GENERAL FUND

REVENUES

Total revenues for the third quarter total approximately \$18.7 million, representing approximately 85% of the annual budget. Overall revenues are on track with budget with the following items of note:

- **Property Tax Revenue** – City property tax levies are billed July 1 and payable in full without penalty by August 31, 2020. As of the end of the third quarter approximately 96% of the taxes billed had been paid. Any unpaid real property taxes will be purchased from the City by Oakland County in May 2021. Property tax revenue is the primary reason the overall revenues are at 85% to date.
- **Intergovernmental Revenue (State Revenue Sharing)** – The City receives six bi-monthly payments annually for state-shared revenue. The third quarter report reflects three fiscal 2020/21 payments totaling \$1,938,131 as the August 31, 2020 payment by statute is included as part of the June 30, 2021 revenues. The City will receive the

remaining payments on April 30, June 30 and August 31 (2021) related to the current fiscal year. The estimated annual revenue included in the budget totals \$3,664,685.

- Fines and forfeiture revenue received from the 45th District Court was originally budgeted for \$1.7 million but has been amended down due to COVID-19 to \$1.3 million of which \$962,839 or 74% was received through the third quarter. Overall court revenue continues to be less than prior year and less than budget due to COVID-19 and the reduced number of drivers on the road and tickets written. The court has done a good job reducing their costs to offset some of the lost revenue. The revenue received is used to offset a portion of the court's operating costs.
- Federal grants revenue is higher than originally anticipating as the City is receiving federal CARES funds passed through the State of Michigan and Oakland County related to the COVID-19 pandemic. The revenue received totaled approximately \$2 million and was used to offset both unbudgeted expenditures incurred since July 2020 along with reimbursement of some allowable budgeted costs (which will be used to offset some of the revenue lost).
- Recreation program fees have been amended down by approximately 50% as almost no programs being offered in the first two quarters of the fiscal year due to the COVID-19 pandemic and related shutdown. Some of the revenue loss has been offset by cost savings within the recreation departments.

EXPENDITURES

Total expenditures for the third quarter total approximately \$15.1 million, representing approximately 68% of the annual budget. Overall departmental expenditure budgets are on track with the following items of note (departments materially over 75%):

- The Prosecuting Attorney is at 83% of their budget due to the legal services invoice for April 2021 was paid in March 2021.
- Elections is at 81% of their budget due to the timing of when the elections take place. The presidential primary was during the first quarter and the general election is in this second quarter resulting in the majority of the budget being expended during the first six months of the year. The overall net budget for the department is in line with current annual projections.
- The Recreation Departments are below their budgets due to the seasonality nature of recreation programs. The overall net budget for the department is in line with current annual projections.
- The Finance and Administrative Services department is at 81% due to the timing of several payments including the assessing contract for April 2021 was paid in March 2021 and the contribution for the defined benefit pension for April was also recorded on March. The overall net budget for the department is in line with current annual projections.

Overall the General Fund operations are in line with the annual budget. However, Finance will continue to monitor the revenues and expenses and bring forth the budget amendments that are necessary. The projected fund balance remains at the targeted level of 20% of annual expenditures.

OTHER FUNDS OVERVIEW

Library: The Library Fund continues to show favorable results due to COVID-19. The library continued to collect the majority of their annual revenue (97% of original budget) while not incurring costs due to the shutdown (expenditures at only 64% of budget).

Major and Local Streets: The gas tax collections that were significantly down due to COVID-19 have rebounded recently and a portion of the marijuana fees at the state level have been used to maintain the funding for the streets at the prior year level. The overall net budget for these funds is in line with current annual projections.

District Court: As discussed above in the General Fund, overall collections of fines and fees continues to be down and not back to pre COVID-19 levels due to less tickets being written by all communities. The net result in the current year will be an increase in the contribution from the General Fund by approximately \$400,000 (budget amended in December 2020). The reduced fees will also impact the revenue received in the Court Building Fund.

Water and Sewer: COVID-19 has not had a significant impact on this fund as revenues lost due to business being closed was approximately offset by increase in usage at the residential level. The overall net budget for the funds is in line with current annual projections.

06/11/2021

REVENUE AND EXPENDITURE REPORT FOR CITY OF OAK PARK
 PERIOD ENDING 03/31/2021
 % Fiscal Year Completed: 75.07

GL NUMBER	END BALANCE 06/30/2020 NORM (ABNORM)	2020-21 ORIGINAL BUDGET	2020-21 AMENDED BUDGET	YTD BALANCE 03/31/2021 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND						
00.000 - NONE	16,548,201.07	16,866,542.00	18,712,381.00	15,651,772.94	3,060,608.06	83.64
17.345 - PUBLIC SAFETY	4,359,192.38	4,607,643.00	4,607,643.00	4,498,683.01	108,959.99	97.64
19.752 - RECREATION ADMINISTRATION	224,186.89	247,385.00	247,385.00	237,760.22	9,624.78	96.11
TOTAL REVENUES	21,131,580.34	21,721,570.00	23,567,409.00	20,388,216.17	3,179,192.83	86.51
10.101 - COUNCIL AND MAYOR	56,937.40	60,479.00	60,479.00	32,502.19	27,976.81	53.74
11.172 - CITY MANAGER	364,518.85	383,122.00	374,122.00	250,746.06	123,375.94	67.02
11.270 - HUMAN RESOURCES	343,265.31	365,237.00	404,597.00	305,621.70	98,975.30	75.54
11.611 - ECONOMIC DEVELOPMENT	163,668.74	172,590.00	210,329.00	94,367.70	115,961.30	44.87
12.258 - MAGEMENT INFORMTN SERVICE	262,573.38	338,277.00	338,277.00	244,364.57	93,912.43	72.24
13.210 - CITY ATTORNEY	254,682.12	269,600.00	269,600.00	166,540.71	103,059.29	61.77
13.229 - PROSECUTING ATTORNEY	69,159.96	71,660.00	71,660.00	59,716.70	11,943.30	83.33
14.191 - ELECTIONS	250,011.50	266,196.00	293,696.00	238,081.49	55,614.51	81.06
14.215 - CITY CLERK	104,758.86	115,511.00	114,011.00	72,333.53	41,677.47	63.44
15.201 - FINANCE & ADMIN SERVICES	475,091.05	427,882.00	406,882.00	362,908.04	43,973.96	89.19
16.371 - INSPECTIONS	587,199.96	632,504.00	611,504.00	451,972.74	159,531.26	73.91
16.401 - TECH & PLANNING ADMIN.	191,240.55	182,510.00	173,510.00	135,518.98	37,991.02	78.10
16.447 - ENGINEERING	45,210.27	53,603.00	53,603.00	29,363.32	24,239.68	54.78
16.448 - STREET LIGHTING	369,293.50	400,000.00	400,000.00	270,471.66	129,528.34	67.62
17.345 - PUBLIC SAFETY	10,895,656.33	10,730,050.00	10,726,050.00	7,531,648.67	3,194,401.33	70.22
17.346 - PUBLIC SAFETY K-9	210,458.15	196,273.00	193,273.00	138,624.01	54,648.99	71.72
18.265 - BUILDING MAINTENANCE	800,574.57	725,103.00	722,103.00	503,595.17	218,507.83	69.74
18.441 - DPW ADMINISTRATION	17,292.25	19,460.00	19,460.00	12,562.39	6,897.61	64.55
18.443 - SHEPHERD PARK	85,678.32	317,443.00	317,443.00	152,660.42	164,782.58	48.09
18.444 - OTHER PARKS FORESTRY	124,467.49	508,152.00	768,152.00	146,536.36	621,615.64	19.08
19.752 - RECREATION ADMINISTRATION	357,465.85	382,869.00	352,869.00	220,063.72	132,805.28	62.36
19.753 - ATHLETICS	15,993.11	33,793.00	16,793.00	4,756.42	12,036.58	28.32
19.754 - OUTDOOR ACTIVITIES	30,888.63	61,877.00	31,877.00	538.18	31,338.82	1.69
19.755 - INSTRUCTIONAL ACTIVITIES	12,753.10	23,400.00	13,400.00	251.76	13,148.24	1.88
19.756 - SPECIAL RECREATION EVENTS	23,107.11	28,800.00	28,800.00	19,700.71	9,099.29	68.41
19.757 - SWIMMING POOL FACILITY	60,822.33	188,045.00	158,045.00	155.25	157,889.75	0.10
19.776 - SENIOR SERVICES	42,999.90	53,763.00	53,763.00	23,746.73	30,016.27	44.17
21.890 - NON DEPARTMENTAL	4,710,448.99	4,450,169.00	4,726,534.00	3,330,574.20	1,395,959.80	70.47
22.806 - COMMUNICATIONS & PUBLIC INFORMATION	229,104.12	263,202.00	355,702.00	253,762.30	101,939.70	71.34
TOTAL EXPENDITURES	21,155,321.70	21,721,570.00	22,266,534.00	15,053,685.68	7,212,848.32	67.61
TOTAL REVENUES	21,131,580.34	21,721,570.00	23,567,409.00	20,388,216.17	3,179,192.83	86.51
TOTAL EXPENDITURES	21,155,321.70	21,721,570.00	22,266,534.00	15,053,685.68	7,212,848.32	67.61
NET OF REVENUES & EXPENDITURES	(23,741.36)	0.00	1,300,875.00	5,334,530.49	(4,033,655.49)	410.07



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 21, 2021

AGENDA #

SUBJECT: Approval of resolution to authorize Budget Amendment #2021-4

DEPARTMENT: Finance

SUMMARY: The City's annual budget was adopted on May 18, 2020 and is effective July 1st. The budget is adopted at the departmental level. In accordance with the State Budget Act, budget amendments are to be completed throughout the fiscal year in order to reflect the most current information available related to revenue and expenditure budgets. Budget amendments that have a positive or negative impact on fund balance or change the department total require Council approval. The proposed amendments are based on actual and projected activity-to-date.

The fourth quarter (06/30/21) budget amendment is attached and is also summarized below.

GENERAL FUND	
Beginning Fund Balance July 1, 2020	\$4,345,540
Amended Budget as of December 31, 2020	\$1,300,875
Net Change in Fund Balance (Amendment #2021-4)	<u>(\$1,000,000)</u>
Estimated Ending Fund Balance June 30, 2021	<u>\$4,646,415</u>

The following are some additional detail related to the significant items included in the recommended amendment:

- Increase of various expenditure budgets for FY 20/21 primarily in the fringe benefit area including defined benefit pension and healthcare to adjust to actual and projected year-end balances.
- Increase building permit and housing inspection revenue based on significant increases in current activity.
- Increase property tax revenue to adjust to final settlement with Oakland County. Overall chargebacks are running less than anticipated and prior years due to no foreclosures due to COVID-19.
- Increase public safety expenditure budget to begin setting funds aside for the future purchase of a new fire ladder truck.

- Create budget for the renovation of the park bathrooms during the summer of 2021.
- Increase budget for water and sewer fees due on city facilities from stormwater runoff charges.

Overall, this amendment decreases the projected fund balance to the exact amount projected in the fiscal 2021/2022 budget recently passed. The final proposed amendments increase the overall projected fund balance by \$300,875 which is a great accomplishment coming out of the COVID-19 pandemic.

AUTHORITIES AND SPECIAL REVENUE FUNDS

- The Brownfield and EDC amendments increase revenues for grants and increase grant related expenditures.
- The street funds Act 51 revenue was increase to match the current State estimates and recognize additional expenditures related to DPW wage allocations for routine maintenance.
- The Criminal Justice Training and CDBG Funds had minor increase in both grant revenues equal to grant related expenditures.

DEBT SERVICE FUNDS

- The 2010 Muni Complex Debt Service and 2020 UTGO Refunding Bonds Debt Service Funds were amended to reflect the property tax levy in the proper funds and the actual annual debt payments per the refinancing agreement in prior year.

CAPTIAL PROJECT FUNDS

- The Public Improvement Fund was amended to reflect the transfer from the General Fund to cover the cost of the parks restroom renovation project and to reflect the actual grant proceeds received to date.

Note: Overall, the proposed amendment for the authorities, special revenue, debt service and capital project funds adjusts the projected fund balance to the exact amount projected in the fiscal 2021/2022 budget recently passed.

FINANCIAL STATEMENT: The proposed budget amendment has an impact on the fund balance of General Fund while keeping the estimated fund balance at approximately 21% of annual expenditures. The amendments to all other funds keep the fund balance at targeted ranges and are done in compliance with State of Michigan requirements and guidelines.

RECOMMENDED ACTION: Approval of resolution to authorize Budget Amendment #2021-4

APPROVALS:

City Manager: _____ *ET* _____

Finance Director: _____ *SC* _____

City of Oak Park
Proposed Budget Amendments
June 30, 2021

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>	<u>Description</u>
<u>General Fund</u>			
101-00.000-403.000	Property Tax	\$ 85,000	Adjust to final settlement
101-00.000-479.000	Building permits	97,000	Increase per activity to date and projections thru year-end
101-00.000-632.000	Housing Inspections	251,774	Increase per activity to date and projections thru year-end
101-00.000-676.003	Reimbursement - Elections	<u>20,000</u>	Reimbursement for May 2021 school election
Total Revenue Increase (Decrease)		453,774	
101-11.172-713.000	Health Insurance	19,000	Increase per activity to date and projections thru year-end
101-11.270-702.000	Salaries and Wages	50,174	Retirement payout of comp absences
101-11.270-714.000	Retirement - Defined Benefit	(38,167)	Reallocate fixed DB contribution between GF departments
101-11.611-713.000	Health Insurance	4,000	Increase per activity to date and projections thru year-end
101-13.210-802.000	Legal Services	(10,000)	Decrease per activity to date and projections thru year-end
101-14.191-702.000	Salaries and Wages	6,000	Increase for May 2021 special school election
101-14.191-801.012	Professional Services - Election Workers	14,000	Increase for May 2021 special school election
101-14.215-713.000	Health Insurance	4,000	Increase per activity to date and projections thru year-end
101-15.201-713.000	Health Insurance	13,000	Increase per activity to date and projections thru year-end
101-15.201-714.000	Retirement - Defined Benefit	36,244	Reallocate fixed DB contribution between GF departments
101-16.371-714.000	Retirement - Defined Benefit	21,323	Reallocate fixed DB contribution between GF departments
101-16.401-702.000	Salaries and Wages	19,000	Less wages allocated to other funds due to COVID-19
101-16.401-713.000	Health Insurance	8,000	Increase per activity to date and projections thru year-end
101-16.447-714.000	Retirement - Defined Benefit	4,000	Reallocate fixed DB contribution between GF departments
101-16.448-921.000	Utilities - Electric	10,000	Street lighting costs greater than anticipated
101-17.345-702.000	Salaries and Wages	180,000	Wage increase per contract and comp absence payout
101-17.345-713.000	Health Insurance	250,000	Increase per activity to date and projections thru year-end
101-17.345-714.000	Retirement - Defined Benefit	155,000	Reallocate fixed DB contribution between GF departments
101-17.345-860.000	Transportation	18,000	Patrol vehicle collision repair
101-17.345-930.000	Repairs and Maintenance	14,910	Ladder truck repairs
101-17.345-940.000	Rentals - Motor Pool Utilization	350,000	Begin funding for new ladder truck
101-17.346-702.000	Salaries and Wages	7,000	Wage increase per contract
101-17.346-713.000	Health Insurance	10,000	Increase per activity to date and projections thru year-end
101-18.265-920.003	Utilities - Water	75,000	Water & sewer bills and storm charges - city buildings
101-18.265-930.000	Repairs and Maintenance	70,000	Increase per activity to date and projections thru year-end
101-18.444-714.000	Retirement - Defined Benefit	5,600	Reallocate fixed DB contribution between GF departments
101-21.890-999.401	Contribution to Public Improvement Fund	150,000	Fund for bathrooms at park
101-21.890-999.733	Contribution to Pub Safety Pen RHC	2,690	Adjust to estimated costs in fund 733
101-22.806-702.000	Salaries and Wages	<u>5,000</u>	Increase per activity New Communications Director
Total Expenditure Increase (Decrease)		<u>1,453,774</u>	
Net Increase (Decrease) to Fund Balance		<u>\$ (1,000,000)</u>	

City of Oak Park
Proposed Budget Amendments
June 30, 2021

<u>Economic Development</u>			
110-00.000-502.500	Federal Grants - Cares - County	43,567	Adjust to actual receipts to date
110-00.000-664.00	Interest Income	121	Adjust to actual receipts
	Total Revenue Increase (Decrease)	\$ 43,688	
110-11.611-956.300	Miscellaneous Expenditures	20,188	Increase per activity to date and projections thru year-end
	Total Expenditure Increase (Decrease)	\$ 20,188	
	Net Increase (Decrease) to Fund Balance	\$ 23,500	
<u>Brownfield Authority</u>			
112-00.000-546.001	State Grants - Other	21,090	Adjust to actual receipts to date
	Total Revenue Increase (Decrease)	21,090	
112-16.103-801.000	Professional Services	21,090	Increase per activity to date and projections thru year-end
	Total Expenditure Increase (Decrease)	21,090	
	Net Increase (Decrease) to Fund Balance	\$ -	
<u>Major Streets Fund</u>			
202-00.000-546.000	State Grants	27,452	Adjust to actual receipts to date and projections
	Total Revenue Increase (Decrease)	\$ 27,452	
202-16.103-702.000	Salaries and Wages	10,452	Increase per activity to date and projections thru year-end
202-16.103-714.000	Retirement - Defined Benefit	6,300	Adjust to actuary required contribution for FY 2021
202-16.103-722.101	Admin Reimbursement - General Fund	10,700	Increase to adjust to 10% admin per higher Act 51 receipts
	Total Expenditure Increase (Decrease)	\$ 27,452	
	Net Increase (Decrease) to Fund Balance	\$ -	
<u>Local Streets Fund</u>			
203-00.000-546.000	State Grants	10,658	Adjust to actual receipts to date and projections
	Total Revenue Increase (Decrease)	\$ 10,658	
203-16.103-722.101	Admin Reimbursement - General Fund	4,200	Increase to adjust to 10% admin per higher Act 51 receipts
203-18.474-714.000	Retirement - Defined Benefit	6,458	Adjust to actuary required contribution for FY 2021
	Total Expenditure Increase (Decrease)	\$ 10,658	
	Net Increase (Decrease) to Fund Balance	\$ -	
<u>Criminal Justice Training Fund</u>			
254-75.320-546.000	State Grants	2,500	Adjust to actual receipts to date and projections
	Total Revenue Increase (Decrease)	\$ 2,500	
254-75.320-960.000	Education and Training	2,500	Adjust to actual and projected remaining expenditures
	Total Expenditure Increase (Decrease)	\$ 2,500	
	Net Increase (Decrease) to Fund Balance	\$ -	

City of Oak Park
Proposed Budget Amendments
June 30, 2021

Community Development Block Grant Fund

275-00.504-502.000	Federal Grants	11,340	Adjust to actual receipts to date
Total Revenue Increase (Decrease)		\$ 11,340	
275-16.504-714.000	Retirement - Defined Benefit	-	Adjust to actuary required contribution for FY 2021
275-16.508-818.000	Contractual Services	11,340	Adjust to actual and projected remaining expenditures
Total Expenditure Increase (Decrease)		\$ 11,340	
Net Increase (Decrease) to Fund Balance		\$ -	

2010 Municipal Complex Debt Service Fund

303-98.905-403.000	Property Tax	(847,930)	No levy in the current year
303-98.905-420.000	Delinquent Personal property tax	(1,000)	Decrease per activity to date and projections thru year-end
303-98.905-573.000	State Grant - Local Comm Stab APP	(184)	Decrease per activity to date and projections thru year-end
303-98.905-664.000	Interest Income	(6,750)	Decrease per activity to date and projections thru year-end
303-00.000-699.310	Transfer In from 2020 UTGO Refunding Bond	437,417	Balance needed to cover final payment
Total Revenue Increase (Decrease)		\$ (418,447)	
303-98.905-995.000	Debt Interest	(379,380)	Adjust to actual payment schedule
Total Expenditure Increase (Decrease)		\$ (379,380)	
Net Increase (Decrease) to Fund Balance		\$ (39,067)	

2015 Refunding Bonds Debt Service Fund

308-79.905-403.000	Property Tax	250	Adjust to actual receipts to date
Total Revenue Increase (Decrease)		\$ 250	
308-79.905-810.000	Bank/CC Fess	250	Increase per activity to date and projections thru year-end
Total Expenditure Increase (Decrease)		\$ 250	
Net Increase (Decrease) to Fund Balance		\$ -	

2012 Street Refunding Bond Debt Service Fund

309-36.905-403.000	Property Tax	225	Adjust to actual receipts to date
Total Revenue Increase (Decrease)		\$ 225	
309-36.905-810.000	Bank/CC Fess	225	Increase per activity to date and projections thru year-end
Total Expenditure Increase (Decrease)		\$ 225	
Net Increase (Decrease) to Fund Balance		\$ -	

2020 UTGO Refunding Bonds Debt Service Fund

310-98.905-403.000	Property Tax	820,477	Adjust to actual receipts to date
310-98.905-664.000	Interest Income	5,400	Adjust to actual receipts to date
Total Revenue Increase (Decrease)		\$ 825,877	
310-98.905-991.000	Debt Service - Principal	50,000	Record expense per bond amortization schedule
310-98.905-995.000	Debt Service - Interest	250,464	Record expense per bond amortization schedule
310-98.905-999.303	Transfer out - 2010 Muni Complex Bond Fund	437,417	Balance needed to cover final payment
Total Expenditure Increase (Decrease)		\$ 737,881	
Net Increase (Decrease) to Fund Balance		\$ 87,996	

City of Oak Park
Proposed Budget Amendments
June 30, 2021

Public Improvement Fund

401-70.900-604.000	State Grants	75,000	Adjust for actual grant proceeds received
401-70.900-699.101	Transfer In - General Fund	<u>150,000</u>	Fund for bathrooms at park
	Total Revenue Increase (Decrease)	<u>\$ 225,000</u>	
401-70.900-970.000	Capital Outlay	<u>150,000</u>	Reconstruct Bathrooms at the Shepherd Park
	Total Expenditure Increase (Decrease)	<u>\$ 150,000</u>	
	Net Increase (Decrease) to Fund Balance	<u>\$ 75,000</u>	

Resolution

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment #2021-4 is authorized:

INCREASE
(DECREASE)

GENERAL FUND

REVENUES

PROPERTY TAXES	\$	85,000
LICENSE AND PERMITS		97,000
CHARGES FOR SERVICES		251,774
OTHER REVENUE		20,000
TOTAL REVENUES		<u>453,774</u>

EXPENDITURES

CITY MANAGER		19,000
HUMAN RESOURCES		12,007
COMMUNITY & ECONOMIC DEVELOPMENT		4,000
CITY CLERK - ELECTIONS		20,000
CITY CLERK		4,000
FINANCE		49,244
CITY ATTORNEYS - CIVIL AND LABOR		(10,000)
TECHNICAL AND PLANNING		62,323
PUBLIC SAFETY		984,910
PUBLIC WORKS		150,600
PUBLIC INFORMATION		5,000
TRANSFERS OUT		<u>152,690</u>
TOTAL EXPENDITURES		<u>1,453,774</u>

Net Increase to Fund Balance	\$	<u>(1,000,000)</u>
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EDC FUND

REVENUES

INTERGOVERNMENTAL	\$	43,567
INTEREST INCOME		121
TOTAL REVENUES		<u>43,688</u>

EXPENDITURES

MISCELLANEOUS		<u>20,188</u>
TOTAL EXPENDITURES		<u>20,188</u>

Net Increase to Fund Balance	\$	<u>23,500</u>
		INCREASE
		(DECREASE)

BROWNFIELD AUTHORITY FUND

REVENUES

INTERGOVERNMENTAL	\$	21,090
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TOTAL REVENUES		<u>21,090</u>
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EXPENDITURES

MISCELLANEOUS		<u>21,090</u>
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TOTAL EXPENDITURES		<u>21,090</u>
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Net Increase to Fund Balance	\$	<u>-</u>
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MAJOR STREETS FUND

REVENUES

INTERGOVERNMENTAL	\$	27,452
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TOTAL REVENUES		<u>27,452</u>
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EXPENDITURES

SALARIES		21,152
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FRINGES		<u>6,300</u>
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TOTAL EXPENDITURES		<u>27,452</u>
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Net Increase to Fund Balance	\$	<u>-</u>
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LOCAL STREETS FUND

REVENUES

INTERGOVERNMENTAL	\$	10,658
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TOTAL REVENUES		<u>10,658</u>
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EXPENDITURES

SALARIES		4,200
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FRINGES		<u>6,458</u>
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TOTAL EXPENDITURES		<u>10,658</u>
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Net Increase to Fund Balance	\$	<u>-</u>
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CRIMINAL JUSTICE TRAINING FUND

REVENUES

INTERGOVERNMENTAL	\$	2,500
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TOTAL REVENUES		<u>2,500</u>
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EXPENDITURES

OPERATIONS		<u>2,500</u>
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TOTAL EXPENDITURES		<u>2,500</u>
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Net Increase to Fund Balance	\$	<u>-</u>
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INCREASE
(DECREASE)

CDBG FUND

REVENUES

INTERGOVERNMENTAL	\$	11,340
TOTAL REVENUES		<u>11,340</u>

EXPENDITURES

OPERATIONS		11,340
TOTAL EXPENDITURES		<u>11,340</u>

Net Increase to Fund Balance	\$	<u>-</u>
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2010 MUNICIPAL COMPLEX DEBT SERVICE FUND

REVENUES

PROPERTY TAXES	\$	(848,930)
INTERGOVERNMENTAL	\$	(184)
INTEREST EARNINGS		(6,750)
TRANSFERS IN		437,417
TOTAL REVENUES		<u>(418,447)</u>

EXPENDITURES

DEBT SERVICE		(379,380)
TOTAL EXPENDITURES		<u>(379,380)</u>

Net Decrease to Fund Balance	\$	<u>(39,067)</u>
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2015 REFUNDING BONDS DEBT SERVICE FUND

REVENUES

PROPERTY TAXES	\$	250
TOTAL REVENUES		<u>250</u>

EXPENDITURES

DEBT SERVICE		250
TOTAL EXPENDITURES		<u>250</u>

Net Decrease to Fund Balance	\$	<u>-</u>
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2012 STREET REFUNDING BONDS DEBT SERVICE FUND
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REVENUES

PROPERTY TAXES	\$	225
TOTAL REVENUES		<u>225</u>

EXPENDITURES

DEBT SERVICE		225
TOTAL EXPENDITURES		<u>225</u>

Net Decrease to Fund Balance	\$	<u>-</u>
		INCREASE
		(DECREASE)

2020 UTGO REFUNDING BONDS DEBT SERVICE FUND
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REVENUES

PROPERTY TAXES	\$	820,477
INTEREST EARNINGS		5,400
TOTAL REVENUES		<u>825,877</u>

EXPENDITURES

DEBT SERVICE		300,464
TRANSFERS OUT		437,417
TOTAL EXPENDITURES		<u>737,881</u>

Net Decrease to Fund Balance	\$	<u>87,996</u>
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PUBLIC IMPROVEMENT FUND

REVENUES

INTERGOVERNMENTAL	\$	75,000
TRANSFERS IN		150,000
TOTAL REVENUES		<u>225,000</u>

EXPENDITURES

CAPITAL OUTLAY		150,000
TOTAL EXPENDITURES		<u>150,000</u>

Net Decrease to Fund Balance	\$	<u>75,000</u>
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CAPITAL OUTLAY		-
TOTAL EXPENDITURES		<u>-</u>

Net Decrease to Fund Balance	\$	<u>-</u>
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I certify that the forgoing is a true and complete copy of a Resolution adopted by the City Council of the City of Oak Park at a regular Meeting held on this 21st day of June, 2021

T. Edwin Norris, City Clerk



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 June 21, 2021

COMMUNITY ANNOUNCEMENTS

1. **City Municipal Complex Open to the Public:** On June 14 the City's Municipal Complex opened to the public.
 - Face coverings are required for those who are not fully vaccinated.
 - Hours are 8 am-5 pm Monday-Friday; every other Friday we are closed.
2. **Seasonal Employment:** oakparkmi.gov (HR – job listings) or (248) 691-7403
 - Recreation: day camp director, day camp counselor, park ranger, field supervisor, lifeguard, pool cashier, and bus driver
 - Public Works: Public Service Worker
 - Minimum: \$15/hour
3. **Pool Opening:** The pool is now open to the public (June 19).
 - Hours are: Sunday, 1 to 6 pm, M-Th 2-7 pm, F 1-8 pm, and Saturday 1-6 pm
 - Male-only swim: T/Th 7:30-9 pm
 - Female-only swim: M/W 7:30-9 pm; Sundays 10:30 am-Noon
 - For more information, please call (248) 691-7555.
4. **Farmers Market Opening Soon:** Starting July 7 the Oak Park Farmers Market will be open every Wednesday
 - Time: 9am-2pm
 - Location: Oak Park High School / Coolidge parking lot
 - The market accepts EBT cards and participates in the Double Up Food Bucks program
5. **Power of Produce Club Kids /Adults:** July 14-August 18. A free six week program designed for children ages 3-12 (Power of Produce Kids) and adults 55 years of age or older (Power of Produce seniors). Capacity for each program is 75-80 participants per week. Participants earn \$3 each week of the program to spend at the market.
6. **FREE Yoga classes at the Market:** Adult class 11:0 am - 11:45 am; kids (ages 6-12) class 12 - 12:30 pm. Free mats for the first 25 participants. Call 248-691 7555 to sign up!
7. **Library Announcements** – The Library is now open for Quick Visits only; 30 minute browsing with the current hours being M,W,F 10 am-5 pm and T,Th 12-8 pm. Learn more at (248) 691-7480
 - **Quick Visits:** Started June 14 | 30-min browsing visits

- **Summer Reading Sign-Up Week** | June 21–25 | ages 12/under | in-person or online
| Sponsor: FOTL
 - Kids register to receive free book bag (book, reading log/tracker, fun prize, and event schedule)
 - Kids reading 600 mins/summer receive certificate and free book prize
 - **Lego Animals Virtual Contest** | June 28 –July 2 | Ages 12/under | sponsor: FOTL
 - Submit picture of your Lego animal creation on the website
 - Winners chosen by drawing from entries for a variety of fun Lego-related prizes and may be featured on Library Facebook
 - **Detroit Institute of Art Presents: In Our Own Voice: African American Art** | Free June 24, 7 pm /Zoom (link will be emailed)
 - Register on Library website. Open to all
 - Enhance your awareness of the creative contributions of African Americans from the 19th century through the present day. This talk provides a lens to examine issues of race, gender, politics, and culture.
8. **Senior Drive-In Bingo:** June 21, 11:30 am–12:30 pm | Free | Center parking lot
9. **Senior Picnic Lunch:** June 25, 12– 1:30 pm, Shelter One at David Shepherd Park, Register with payment by June 22 at 4 pm. Call 248-691-7555 to register.
10. **Mayor’s 4th of July Virtual 5K Fun Run:** Register by June 23 by calling (248) 691-7555; \$15 pre-registration only.
- Must be completed between June 28 and July 4.
 - Open to all skill levels – run, jog, or walk; July Fourth apparel and selfies encouraged
11. **Family Fourth Fun Activity Packs:** \$5 | (248) 691-7555
- Backyard games, recipes, coupons, more; limited supply
12. **Recreation Announcements:** Learn more/register at (248) 691-7555 or RecOffice@oakparkmi.gov.
- **Swim lessons:** June 21–July 7, M/W, 10 am and 5 pm | \$48-R/\$53-NR | 50 mins. | 5-8 yrs., 9-15 yrs., and adults
 - **Water Aerobics:** June 21-Aug. 20, M/W/F, 9-10 am | June 20 through Aug. 15, Sundays, Female only 9-10 am | \$3 R/\$4 NR
 - **Teen Council** | June 30, 4 pm, via Zoom
 - **Go-Ti Karate: to be held outdoors as long as weather permits**
 - **Beginner:** 6:15 to 7 pm, July 13-Sept. 2 | \$55-R/\$60 NR
 - **Advanced :** 7 to 8 pm, July 13-Sept. 2 | \$65-R/\$70 NR
 - **Tot-Lot and Summer Day Camp** | June 14–Aug. 6, 9 am–4 pm | \$120/week-R
 - Tot-Lot, ages 5–6 | Summer Day Camp, ages 7–12
 - **Latchkey Program:** June 14–Aug. 6 | Full week (M-F)
 - A.M. Latchkey, 8–9 am | P.M. Latchkey, 4–5 pm

13. **Oak Park Arts and Cultural Diversity Commission Survey:** The commission is seeking to gain an understanding and awareness of the City's art and cultural community. The survey can be found at <http://bit.ly/OPartistcensus>
14. **Vaccines at the Oak Park Community Center:** Henry Ford Health System vaccination clinic: Walk-ins welcomed, everyone welcome.