

Oak Park

City Council Agenda

June 7, 2021





AGENDA
REGULAR CITY COUNCIL MEETING
38th CITY COUNCIL
OAK PARK, MICHIGAN
June 7, 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. Special City Council Meeting Minutes of May 12, 2021
- B. Public Safety Activity Summary for March and April 2021
- C. Request to advertise for bids for 2021 Citywide Janitorial Services Contract, M-729
- D. Request to advertise for bids for the 2021 Greenfield Road Fence Replacement Project, M-730
- E. 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
- F. Zoning Board of Appeals Meeting Minutes of October 27, 2020
- G. Planning Commission Meeting Minutes of April 12, 2021
- H. Corridor Improvement Authority Meeting Minutes of April 15, 2021
- I. Recycling Commission Meeting Minutes of April 15, 2021
- J. Licenses New and Renewals submitted for June 7, 2021

5. RECOGNITION OF VISITING ELECTED OFFICIALS

6. SPECIAL RECOGNITION/PRESENTATIONS: None

7. PUBLIC HEARINGS: None

8. COMMUNICATIONS: None

9. SPECIAL LICENSES:

- A. Request for a Special Event License and waiver of fee submitted by the Arts and Cultural Diversity Commission for the Oak Park Film Festival to be held October 8-10, 2021
- B. Request for a Special Event License and waiver of fee submitted by Laura Wicke, 23467 Forest, for the Forest Street Block Party to be held July 17, 2021
- C. Request for a Special Event License and waiver of fee submitted by Mark Phillips, 13670 Nadine, for the Nadine Street Block Party to be held July 11, 2021
- D. Request for a Special Event License submitted by Street Corner Music, LTD, 26020 Greenfield Rd., for an outdoor phonograph record sale to be held June 12, 2021

10. ACCOUNTING REPORTS:

- A. Approval for payment of an invoice submitted by Howard L. Shifman, P.C., for legal services retainer for July 1, 2021 – September 30, 2021 in the total amount of \$18,000.00

11. **BIDS:** None

12. **ORDINANCES:**

- A. Second reading and adoption of an ordinance to repeal and replace Zoning, of the Code of Ordinances of the City of Oak Park, Michigan
- B. 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
- C. 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
- D. 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

13. **CITY ATTORNEY:**

14. **CITY MANAGER:**

Department of Public Works

- A. 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
- B. 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

Economic Development

- C. Request to approve a resolution creating the Oak Park Water Tower Social District

Administration

- D. COVID -19 update

Finance

- E. Receive and file the Quarterly Investment Report for period ending 3/31/21

Communications

- F. 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
May 12, 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, City Clerk Norris, City Attorney Duff

APPROVAL OF AGENDA:

CM-05-153-21 (AGENDA ITEM #3) ADOPTION OF THE AGENDA AS PRESENTED – APPROVED

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

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

MOTION DECLARED ADOPTED

SPECIAL BUSINESS:

PRESENTATIONS

(AGENDA ITEM #4A) Annual Budget Presentation – City Manager Tungate

City Manager Tungate presented the Fiscal Year 2021-2022 Budget and discussed projections for Fiscal Years 2022-23 and 2023-24.

PUBLIC HEARING

(AGENDA ITEM #4B) Public Hearing to receive citizen comments regarding proposed Fiscal Year 2021-2022 Budget and property tax millage rates.

Mayor McClellan opened the Public Hearing regarding the proposed Fiscal Year 2021-2022 Budget and Property Tax Millage Rates at 7:50 p.m. There were no comments from the public and the hearing was closed at 7:51 p.m.

2021-22 BUDGET

Resolution adopting the fiscal year 2021-2022 budget and millage rates and acknowledging the multi-year budget including projections for fiscal years 2022-2023 and 2023-2024

CM-05-154-21 (AGENDA ITEM #4C) RESOLUTION ADOPTING THE FISCAL YEAR 2021-2022 BUDGET AND MILLAGE RATES AND ACKNOWLEDGING THE MULTI-YEAR BUDGET INCLUDING PROJECTIONS FOR FISCAL YEARS 2022-2023 AND 2023-2024 - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the following resolution adopting the Fiscal Year 2020-2021 budget and millage rates and acknowledging the multi-year budget including projections for fiscal years 2021-2022 and 2022-2023:

CITY OF OAK PARK

GENERAL APPROPRIATIONS ACT RESOLUTION 2021/2022 GENERAL FUND AND SPECIAL FUND BUDGETS

To approve the following General Appropriations Act Resolution outlining anticipated revenues and expenditures for the fiscal year beginning July 1, 2021 and includes projections for fiscal years 2022-2023 and 2023-2024, in accordance with Section 9.5 of the City Charter and State Act 621:

WHEREAS, the City Manager's recommended budget is based upon the City Council's strategic themes and property tax projections presented to City Council, and

WHEREAS, this budget has incorporated the Capital Improvement Program and was submitted at the Public hearing held on May 12, 2021 and

WHEREAS, pursuant to the Oak Park City Charter, a detailed revenue and expenditure plan has been presented in accordance with all applicable City, State and Federal Statutes, and

WHEREAS, a public hearing was also held on May 12, 2021 on the proposed budget, and

WHEREAS, this budget takes into consideration the City's Multi-Year Budget and financial planning through fiscal-year 2022-2023, and 2023-2024.

NOW, THEREFORE, BE IT RESOLVED, that the fiscal year 2021-2022 attached budget (departmental basis) is adopted and that the City Council acknowledges the Multi-Year Budget, including Projections of Future Fiscal-Years 2022-2023 and 2023-2024 as part of this resolution.

BE IT FURTHER RESOLVED, the City Council's desire is to levy the lowest millage rate possible and reduced the overall millage rate by .7362 mills to a total of 33.8541, and

BE IT FURTHER RESOLVED, that these levies are being placed on a diversified tax base that has increased slightly as anticipated in the financial plan, and

BE IT FURTHER RESOLVED, a public hearing was also held on May 12, 2020 on the 2021 millage rates and the 2021-2022 budget,

BE IT FURTHER RESOLVED, that to finance the level of services established for the 2021-2022 fiscal-year, and to meet specific debt obligations of the City that the following millages are authorized to be spread:

TAX RATES:

15.2339	PER \$1,000 TAXABLE VALUATION FOR OPERATION
1.3886	PER \$1,000 TAXABLE VALUATION FOR LIBRARY
1.8773	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY
7.0000	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY PA 345
0.4655	PER \$1,000 TAXABLE VALUATION FOR RECREATION
4.0738	PER \$1,000 TAXABLE VALUATION FOR DEBT RETIREMENT
1.0650	PER \$1,000 TAXABLE VALUATION FOR HEADLEE OVERRIDE
2.7500	PER \$1,000 TAXABLE VALUATION FOR SOLID WASTE

TOTAL: \$33.8541 PER \$1,000 EQUALIZED VALUATION

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

MOTION DECLARED ADOPTED

CM-05-155-21 (AGENDA ITEM #4D) ADOPTION OF THE FISCAL YEAR 2021-2022 FEE SCHEDULE - APPROVED

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to adopt the fiscal year 2021-2022 fee schedule as presented.

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

MOTION DECLARED ADOPTED

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:15 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



OAK PARK PUBLIC SAFETY

March 2021

ACTIVITY SUMMARY



OPERATIONS:

Calls for Service

-2020 Total: **12,792**

-2020: March **1,154**

-2020 YTD: **3,347**

-2021: March **1,078**

-2021 YTD: **3,060**

-Arrests: **62**

-Vacation/Property Checks: **1**

-Non-Criminal Fingerprints: **12**

-PBT's: **0**

-Vehicles Impounded: **28**

-Traffic Stops: **1052**

-Medicals: **227**

INVESTIGATIONS:

Cases Assigned: **41**

Warrants Obtained: **8**

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

Records Bureau:

Animal Licenses: **61**

Alarm Permits: **16**

Handgun Registrations: **111**

FOIA / RFI / Discovery Requests: **200**

Calls Received at Dispatch: **3,427**

REPORTED FIRES: **6** (**3** structural,
1 vehicle, **2** other)

NON-FIRE INCIDENTS:

(**65** includes false fire alarms)

FIRE SAFETY INSPECTIONS: **6**



COMMUNITY POLICING

Visited all Schools in Oak Park during the month.
Participated in the Oak Park School Bond Commercial.
No Meeting Due to Covid-19
Resolved several Neighbor Complaints.
Deployed the radar trailer to traffic complaints in the city.

CITATIONS ISSUED: **480** (YTD: **1,421**)

(March 2020: **348** / 2020 YTD: **2037**)

HAZARDOUS	157	33%
NON - HAZARDOUS	77	16%
PARKING	78	16%
ORDINANCE VIOLATION	168	35%

NOTES: Training: Dept Wide Defensive Tactics Training. Det. Green Basic Detective School., PSO Beauchamp ,Fire Academy Training .



OAK PARK PUBLIC SAFETY

April 2021

ACTIVITY SUMMARY



OPERATIONS:

Calls for Service

-2020 Total: **12,792**

-2020: April **913**

-2020 YTD: **4,261**

-2021: April **1,121**

-2021 YTD: **4,182**

-Arrests: **42**

-Vacation/Property
Checks: **3**

-Non-Criminal
Fingerprints: **14**

-PBT's: **0**

-Vehicles Impounded: **12**

-Traffic Stops: **837**

-Medicals: **260**

INVESTIGATIONS:

Cases Assigned: **37**

Warrants Obtained: **4**

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

Records Bureau:

Animal Licenses: **14**

Alarm Permits: **104**

Handgun
Registrations: **113**

FOIA / RFI / Discovery
Requests: **153**

Calls Received at
Dispatch: **3,443**

REPORTED FIRES: **8** (**6** structural,
0 vehicle, **2** other)

NON-FIRE INCIDENTS:

(**65** includes false fire alarms)

FIRE SAFETY INSPECTIONS: **31**



COMMUNITY POLICING

Visited all Schools In Oak Park during
the month.
Worked at the City of Oak Park
Covid-19 Clinic.
Resolved several Neighbor Complaints.
Deployed the radar trailer to traffic
complaints in the city.

CITATIONS ISSUED: **369** (YTD: **1,790**)

(April 2020: **32** / 2020 YTD: **2069**)

HAZARDOUS	209	57%
NON - HAZARDOUS	38	10%
PARKING	76	21%
ORDINANCE VIOLATION	46	12%

NOTES: Training: Dept Wide Crest training, Radar operation training. F.A.N. training.

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

AGENDA OF: June 7, 2021 **AGENDA #**

SUBJECT: Request authorization to bid the 2021 Citywide Janitorial Services Contract, M-729.

DEPARTMENT: Public Works – KJY

SUMMARY: Bid documents are being prepared for the City's 2021 Citywide Janitorial Services Contract, M-729. This contract is for cleaning services for all municipal buildings.

FINANCIAL STATEMENT: There is funding available in the Building Maintenance budget for this service.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for 2021 Citywide Janitorial Services Contract, M-729 be approved. Funding is available in the Building Maintenance budget for this service.

APPROVALS:

City Manager: ET

Department Director: KJY

Finance Director: _____

Legal: _____

Budgeted: ☐

EXHIBITS: none



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 7, 2021

AGENDA #

SUBJECT: Request authorization to bid the 2021 Greenfield Road Fence Replacement Project, M-730.

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

SUMMARY: Plans and specifications are nearly complete for the 2021 Greenfield Road Fence Replacement Project, M-730. This project will replace the fence along the greenbelt on the east side of Greenfield Road between Kenwood and just north of Northfield Road.

FINANCIAL STATEMENT: This is an unbudgeted expenditure.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for the 2021 Greenfield Road Fence Replacement Project, M-730 be approved. Once bids are received we will review and recommended that the funding be appropriated from the General Fund Balance to account 101-18-444-970 to fund this project.

APPROVALS:

City Manager: _____ *ET* _____

Department Director: _____ *KJY* _____

Finance Director: _____ *SC* _____

City Attorney: _____ *N/A* _____

Budgeted: ☐

EXHIBITS: none

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 7, 2021**AGENDA#****SUBJECT:** Payment Application No. 2 for the 2020 Sewer Lining Project, M-703.**DEPARTMENT:** Technical & Planning/DPW – Engineering *KJY***SUMMARY:** Attached is Payment Application No. 2 for the 2020 Sewer Lining Project, M-703. This project will rehabilitate damaged sewer mains throughout the City. This project is now complete.**FINANCIAL STATEMENT:**

Original Approved Amount:	\$ 232,083.00
Change Order no. 1:	<u>\$ 44,789.10</u>
Current Contract Amount:	\$ 276,872.10
 Total Completed to Date:	 \$ 276,872.10
Less Retainage:	\$ 0.00
Net Earned:	\$ 276,872.10
Deductions:	\$ 0.00
Balance:	\$ 276,872.10
Payments to Date:	<u>\$ 271,872.10</u>
Amount Due Inland Waters Pollution Control Inc.:	\$ 5,000.00

RECOMMENDED ACTION: It is recommended that Payment Application No. 2 for the 2020 Sewer Lining Project, M-703 be approved to Inland Waters Pollution Control Inc. for the amount of \$5,000.00. Funding is available in the Water & Sewer Fund (592-18-550-970) for this project.**APPROVALS:**City Manager: ET Department Director: KJYDirector of Finance: SC Legal: NABudgeted: ☐**EXHIBITS:** Payment Application No. 2

PAYMENT APPLICATION

PROJECT: 2020 Sewer Lining Project
 OWNER: City of Oak Park, Michigan
 CONTRACTOR: Inland Waters Pollution Control, Inc.
 4086 Michigan Avenue
 Detroit, MI 48210

JOB NUMBER: M-703
 APPLICATION NO.: 2(FINAL)
 PERIOD ENDING: 5/17/2021

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	8" SEWER PIPE LINING	513	LFT \$32.00	0.00	\$0.00	508.70	\$16,278.40
2	12" SEWER PIPE LINING	1,989	LFT \$44.00	0.00	\$0.00	2,248.30	\$98,925.20
3	15" SEWER PIPE LINING	1,461	LFT \$47.00	0.00	\$0.00	1,459.50	\$68,596.50
4	18" SEWER PIPE LINING	514	LFT \$56.00	0.00	\$0.00	739.40	\$41,406.40
5	24" SEWER PIPE LINING	132	LFT \$110.00	0.00	\$0.00	130.40	\$14,344.00
6	REINSTATING SEWER LATERAL	120	EA \$50.00	0.00	\$0.00	150.00	\$7,500.00
7	SEWER LATERAL PROTRUDING LEAD CUTTING	10	EA \$50.00	0.00	\$0.00	12.00	\$600.00
8	MINOR TRAFFIC DEVICE	1	LSUM \$1,000.00	0.00	\$0.00	1.00	\$1,000.00
9	PROJECT CLEAN UP	1	LSUM \$1,000.00	0.00	\$0.00	1.00	\$1,000.00
10	INSPECTION CREW DAYS	24	DAYS \$320.00	0.00	\$0.00	17.00	\$5,440.00
11	10" SEWER PIPE LINING	0	LFT \$38.00	0.00	\$0.00	573.20	\$21,781.60
Period Total Amount:					\$0.00	Amount to Date:	\$276,872.10

Original Contract Amount: \$232,083.00
 Change Order No. 1: \$44,789.10
 New Contract Amount: \$276,872.10

Earnings This Period: \$0.00
 Total Earnings to Date: \$276,872.10
 Less Retainage: \$0.00
 Net Earned: \$276,872.10
 Deductions: \$0.00
 Balance: \$276,872.10
 Payments to Date: \$271,872.10

AMOUNT DUE Inland Waters Pollution Control, Inc.: \$5,000.00

Accepted By:  Inland Waters Pollution Control, Inc. William Perrich, General Manager
 Approved By:  Robert Barrett, Director Technical & Planning Services
 City of Oak Park, Michigan

Date: 06/01/2021
 Date: 5/28/21

**CITY OF OAK PARK, MICHIGAN
ZONING BOARD OF APPEALS
OCTOBER 27, 2020
MEETING MINUTES**

The meeting was called to order at 7:00 p.m. by Chairperson Huston via Zoom and Roll Call was made.

PRESENT: Chairperson Huston
Vice Chairperson Blumenkopf
Commissioner Anderson
Commissioner Seligson
Commissioner Snider

ABSENT: Commissioner Andreski-Price

OTHERS
PRESENT: Community & Economic Development Director Kimberly Marrone
Economic Development & Planning Specialist Colton Dale
Deputy City Clerk Lisa Vecchio

APPROVAL OF ZONING BOARD OF APPEALS MINUTES OF SEPTEMBER 22, 2020

MOTION BY Snider, SECONDED BY Seligson, to approve the meeting minutes of September 22, 2020.

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

MOTION CARRIED

COMMUNICATIONS: None

OLD BUSINESS: None

NEW BUSINESS:

- a) **CASE 20-03:**
Kristen Hipwell
14021 Labelle

PROPERTY:

14021 Labelle
Oak Park, Michigan
Property Identification Number: 52-25-29-230-005

ORDINANCE REQUIREMENTS AND REQUEST:

Two variances are requested:

1. Article XVII, Section 1717, A, 2, requires that fencing shall be thirty (30) inches in height or less. The applicant is requesting a waiver of eighteen (18) inches to allow a fence to be forty-eight (48) inches in height.

2. Article XVII, Section 1717, A, 2, requires that no fence shall extend toward the front of the lot farther than the front building line, except for fences which serve as architectural or decorative landscaping and are not used to enclose property and are thirty (30) inches in height or less. The applicant is requesting a waiver to allow for a fence in the front yard that will enclose the property to the sidewalk.

Kristen Hipwell addressed the Board, explaining her child's disability and physical needs. The fence in the front of the home would help to prevent her daughter from escaping the front door.

Director Marrone read into record a letter sent by "concerned neighbors" explaining that the variance would be an eye sore, inconsistent with the look of the neighborhood.

The Board expressed their own concerns about the fence and variance request.

MOTION BY Andreski-Price, SECONDED BY Snider, to *amend and approve* the request of Ms. Kristen Hipwell, 14021 Labelle, to allow for a fence with a setback of 6 feet, and have no requirement for the color of the fence.

VOTE:	Yes:	Anderson, Blumenkopf, Huston, Seligson, Snider
	No:	None

MOTION CARRIED

ADJOURNMENT:

There being no objections, the meeting was adjourned at 7:46 p.m.

Lisa Vecchio, Deputy City Clerk/Director of Elections

**CITY OF OAK PARK PLANNING COMMISSION
SPECIAL MEETING, MONDAY, APRIL 12, 2021
MINUTES**

The Special Meeting was called to order at 7:00 p.m. via Zoom by Chairperson Torgow and roll call was made.

PRESENT: Chairperson Torgow
Vice Chairperson Brown
Commissioner Burns
Commissioner Eizelman
Commissioner McClellan
Commissioner Seligson
Commissioner Tkatch
Commissioner Tungate
Commissioner Walters-Gill

ABSENT: None

OTHERS PRESENT: Economic Development and Planning Specialist, Colton Dale
Community & Economic Development Director, Kim Marrone
Deputy City Clerk, Lisa Vecchio

3. APPROVAL OF AGENDA OF APRIL 12, 2021:

MOTION by McClellan, SECONDED by Eizelman, to approve the agenda of April 12, 2021.

VOTE: Yes: All
No: None

MOTION CARRIED

4. APPROVAL OF MINUTES OF OCTOBER 28, 2020:

MOTION by Eizelman, SECONDED by Burns, to approve the minutes of October 28, 2020 with no corrections.

VOTE: Yes: All
No: None

MOTION CARRIED

5. COMMUNICATIONS/CORRESPONDENCE: None

6. PUBLIC HEARING:

A. Berkley Coffee LLC, 14661 West Eleven Mile Road, Suite 500 for Special Land Use approval for a Tavern License that will serve Beer and Wine.

Chairperson Torgow opened the public hearing at 7:02pm.

Ken Showler of Berkley Coffee LLC explained that the coffee shop would like to serve non-alcoholic beverages and obtaining a tavern license would make it easier to purchase materials at lower cost.

Commissioner Burns questioned whether there is a limit to how many of these licenses the City can give out. Director Marrone explained there is no limit to tavern licenses.

Chairperson Torgow closed the public hearing at 7:08pm.

B. Planning Commission action regarding a request submitted by Berkley Coffee LLC, 14661 West Eleven Mile Road, Suite 500 for Special Land Use approval for a Tavern License that will serve Beer and Wine.

Commissioner Burns questioned whether there is a limit to how many of these licenses the City can give out. Director Marrone explained there is no limit to tavern licenses.

MOTION by Burns, SECONDED by McClellan, to approve the Special Land Use for a Tavern License submitted by Berkley Coffee, LLC.

VOTE: Yes: Brown, Burns, Eizelman, McClellan, Seligson, Tkatch, Torgow, Tungate,
Walters-Gill

No: None

MOTION CARRIED

7. CONSENT AGENDA: None

8. MATTERS FOR CONSIDERATION:

A. OLD BUSINESS- none

B. NEW BUSINESS

1) Capital Improvement Program 2021-2022 Annual Budget

Assistant City Manager Yee presented the CIP for the 2021-2022 Annual Budget which includes projects such as the sewer lining, outdoor fitness park along 9 Mile, and renovations on the old Public Safety building space. Commissioner McClellan expressed concern about the Community Center bathrooms and how much of the sewer lining project has been completed. Only 10% of the project is completed.

MOTION by Brown, SECONDED by Walters-Gill, to approve the Capital Improvement Program 2021-2022 Annual Budget.

VOTE: Yes: Brown, Burns, Eizelman, McClellan, Seligson, Tkatch, Torgow, Tungate,
Walters-Gill

No: None

MOTION CARRIED

2) New Zoning Ordinance Presentation and Questions

Kathleen Duffy of SmithGroup presented highlights of the proposed zoning changes. These include updates to design based standards (architectural standards, new developments can

match desired image of the district), mixed use/industrial flex district (allowing live/work/maker spaces).

Director Marrone added that these changes include improved language and better defined processes, new zoning districts and zoning map, architectural standards, improved landscaping requirements, relaxed parking requirements (reduce parking, shared parking), and conditional land uses. The next step would be to create the final draft and hold a Public Hearing at the May meeting, if approved they then would go to City Council for final approval.

Vice Chairperson Brown expressed concern about shared parking agreements, what they would require, how they would be enforced. Director Marrone will follow up on the details regarding shared parking agreements.

9. PLANNING COMMISSION MATTERS FOR DISCUSSION – from members only: None

10. PUBLIC COMMENTS ON ITEMS NOT SCHEDULED FOR PUBLIC HEARING: None

11. ADJOURNMENT

There being no further business, Chairperson Torgow adjourned the meeting at 7:42 p.m.

Lisa Vecchio, Deputy City Clerk



CITY OF OAK PARK

Corridor Improvement Authority

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

CITY OF OAK PARK CORRIDOR IMPROVEMENT AUTHORITY BOARD MEETING APRIL 15, 2021 MINUTES

Meeting was called to order at 12:00 p.m. via Zoom virtual meeting.

PRESENT: Chairperson Blumenkopf
Vice Chairperson DeVergilio (left at 12:26pm)
Board Member Attisha
Board Member Bishai
Mayor McClellan
Board Member Peteet

ABSENT: Board Member Moulden

OTHERS PRESENT: Economic Development and Planning Director Kim Marrone
Economic Development and Planning Specialist Colton Dale
Deputy City Clerk Lisa Vecchio

3. APPROVAL OF AGENDA OF APRIL 15, 2021

MOTION by Attisha, SECONDED by DeVergilio, to approve the agenda for April 15, 2021 as submitted.

VOTE: Yes: All
No: None

MOTION CARRIED

4. APPROVAL OF MINUTES OF MARCH 18, 2021

MOTION by McClellan, SECONDED by Peteet, to approve the minutes of March 18, 2021 as submitted.

VOTE: Yes: All
No: None

MOTION CARRIED

5. PUBLIC COMMENT: None

6. UNFINISHED BUSINESS:

A. Video Update

Director Marrone will move forward to pull information to create three videos for Oak Park focusing on restaurants, service industry and retail. She will work on selecting businesses to feature in the videos. There will be one month to finalize information to include in the videos.

B. CIA Districts

The Board provided suggestions for the five difference CIA district names as follows:
9 Mile Corridor, Seneca Park/District, Melting Park, Uptown Park, Midtown Park, 9 Mile High Line, Discovery District
City Center, 4 Corners
Industrial Center, Commerce Park
Crossroads, Crosstown District, City Line
Lincoln Center, Lincoln Woods
Watertower District

There will be a compilation of these suggestions for review at the May meeting.

7. NEW BUSINESS: None

8. FINANCIAL REPORT:

Revised Budget Approval

Director Marrone reported on some revisions to the 2021-2022 budget, including a maintenance budget for the planters around the corridors, landscaping on 9 Miled Rd, and Lincoln once it is completed.

MOTION by Attisha, SECONDED by Blumenkopf, to approve the CIA 2021-2022 budget as submitted.

VOTE: Yes: Attisha, Blumenkopf, Bishai, DeVergilio, McClellan, Peteet
 No: None

MOTION CARRIED

9. BOARD MEMBER COMMENT:

10. ADJOURNMENT

Chairperson Blumenkopf adjourned the meeting at 12:54 p.m.

Lisa Vecchio, Deputy City Clerk

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
April 15, 2021**

** This meeting was held virtually on Zoom **

1. THE MEETING WAS CALLED TO ORDER AT 6:08PM

2. ROLL CALL:

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

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

3. APPROVAL OF THE AGENDA:

Moved by Meghan Oesterle, seconded by Steven Gold to approve the agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

4. APPROVAL OF MINUTES:

Motion to approve minutes of February 20, 2021, with noted corrections by Roselyn McKay,
seconded by Al Lewis.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

5. CONSIDERATION OF OLD BUSINESS

A. Review action items that were requested by the Chairperson from the February 2021 meeting.

Ideas were provided regarding the five items to make clean-up day a success and regarding
content to provide to the city Communication Team. Meghan kept track of the ideas.

B. A brief discussion was made regarding the latest SOCRRA numbers. Due to the pandemic,
we continue to see solid waste number up and recycling down.

C. It was agreed that we would like to have Lisa Vecchio attend the May meeting.

D. We discussed clean-up day ideas in item A. Further discussion was tabled until May. We
should all take a hard look at possible dates.

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
April 15, 2021

- E. An overview of the SOCRRA drive thru event was discussed. SOCRRA is happy to have commission members volunteer. Let Dave know if you're interested.
- F. The ordinance change was approved by City Council. This commission is now able to meet once a month. It was agreed upon by all members that the commission will continue to meet the third Thursday of the month at 7:00pm.

6. NEW BUSINESS

- A. Meghan have an action item to the commission for each member to create an up-cycled craft for the May meeting.

7. PUBLIC COMMENTS

8. COMMISSIONER COMMENTS

- Clarissa Clemons – Mentioned the East Oak Park Block Club clean-up event scheduled for Sunday, April 18, 2021. Now that the commission has a budget, what can it be used for? Dave to inquire what it is allocated for.
- Councilmember Edgar – Provided and update from City Council.
- Dave DeCoster - Mentioned a tree planting event that the city is hosting with Re-Leaf Michigan. The event is scheduled for May 22, 2021 at Lessenger Park.
- Councilmember Edgar gave a City Council update.

9. ADJOURNMENT

Moved by Steven Gold, seconded by Jon Nachman to adjourn the meeting.

Vote: Yes: All

No: None

Meeting adjourned at 6:59pm.

MERCHANT'S LICENSES - JUNE 7TH, 2021
(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
RENEWALS	ADDRESS	FEES	BUSINESS TYPE
B & G WHOLESALE	8625 CAPITAL	\$150.00	
INNOVATIVE TOOL & DESIGN	10725 CAPITAL	\$150.00	MANUFACTURING AND 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 PRODUCTION SYSTEMS	13200 EIGHT MILE	\$150.00	AUTO SUPPLY MANUFACTURER
FARS FILL UP	13500 EIGHT MILE	\$150.00	GAS STATION
FOUR SEASON GARDEN CENTER	14471 ELEVEN MILE	\$150.00	LANDSCAPE 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 GREENFIELD200	\$150.00	MEDICAL OFFICE
PRIMROSE FAMILY CHIROPRACTIC	25900 GREENFIELD 252	\$150.00	CHIROPRACTIC SERVICES
HEWSON VAN HELLEMONT	25900 GREENFIELD 650	\$150.00	LEGAL OFFICE
APERTAURE CONTENT 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 CAFE	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

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: May 24, 2021

Applicant Information

Applicant/Business Name: Avi Snider/Oak Park Arts and Cultural Diversity Commission

Applicant/Business Address: 14000 Oak Park Blvd., Oak Park, MI 48237

Phone number: 248-778-8732

E-Mail Address: avisnider@hotmail.com

Relation of applicant to business: Chairperson

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

Owner Information

Owner or manager of site: To be determined

Phone: _____

Names and addresses of partners or officers of corporation:

Event Information

Proposed date(s) of event: October, 2021

Has this event been held previously? ☐ Yes ☒ No

Address or location of event: To be determined, likely including Shepard Park

Is this a City owned park? yes

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: The inaugural Oak Park Film Festival, to be held at multiple outdoor locations throughout the city, likely including Shepard Park, other parks, and local business properties. Films to be screened will be produced by local filmmakers, and will be selected in consultation with the city administration.

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

If yes, please describe how so: The film festival will be open to the public. We do not anticipate charging an admission fee.

Estimated number of people attending event? 100-500

Hours of Event: Evening due to projector use.

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:

It is possible that refreshments will be served, but we do not anticipate selling food. If food is served, we will be sure to comply with applicable health and safety regulations.

Will the food be prepackaged or prepared on site: _____

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

Mechanical Amusement

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

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

Will the event have video games, etc.? If so, please provide the names and address of company providing the Games: No

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

Technical/Support

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

We will need to plug in the audio/visual equipment.

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): We will be displaying reasonably-sized sponsorship banners.

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

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

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

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



Applicant's Signature

State of Michigan

County of ^{SS} Oakland

NORA ARNOLD
NOTARY PUBLIC, STATE OF MI
COUNTY OF OAKLAND
MY COMMISSION EXPIRES Jul 14, 2024
ACTING IN COUNTY OF Oakland

Subscribed and sworn to before me, a Notary Public this 24 day of May 2021, by
Nora Arnold Morgan Snider

My Commission expires: 7/14/24 Nora Arnold
Notary Public

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

**Arts & Cultural Diversity Commission
Oak Park Film Festival
Shepherd Park & other city park locations TBD
DATE: October 8-10, 2021**

<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>	Inspections required after set-up (prior to start of event) and final site restoration (after event and clean-up). No signs permitted in the ROW or that create a clear vision obstruction. Electrical cords cannot create trip hazards.	30 mins.	NA
PUBLIC SAFETY <i>Steve Cooper</i>	Once details are known and finalized Public safety will provide regular checks as part of normal patrol activities	TBD	NA
RECREATION <i>Laurie Stasiak</i>	TBD	TBD	TBD
DPW <i>Kevin Yee</i>	DPW will need to be involved in the coordination of these events to ensure grounds are prepared and clean up is provided after. We also need to ensure there is access to electrical power	2-4 hours	
ADDITIONAL <i>Administration</i>	N/A	N/A	\$100 fee waiver requested

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

Today's Date: May 21, 2021

Applicant Information

Applicant/Business Name: Laura Wicke on the behalf of the residents of Forest Street

Applicant/Business Address: 23467 Forest, Oak Park, MI 48237

Phone number: 248-495-4054 E-Mail Address: laura_wicke@yahoo.com

Relation of applicant to business: Homeowner

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

Owner Information

Owner or manager of site: _____ Phone: _____

Names and addresses of partners or officers of corporation:

Event Information

Proposed date(s) of event: July 17, 2021 Has this event been held previously? ☒ Yes ☐ No

Address or location of event: Forest Street between Oak Park Blvd and Kenwood

Is this a City owned park? No

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

Nature, purpose, and detailed description of event: Forest Block Party

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

If yes, please describe how so: _____

Estimated number of people attending event? 40 Hours of Event: 12p-11p

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

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

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

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

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

Food Services

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

Will the food be prepackaged or prepared on site: _____

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

Mechanical Amusement

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

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

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

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

Technical/Support

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

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

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

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

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

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

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

We request the fee be waived since this is a block party. Thank you!

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



Applicant's Signature

State of Michigan

ss

County of _____

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

My Commission expires: _____
Notary Public

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Laura Wicke, Forest Street Block Party
Forest Street between Oak Park Blvd & Kenwood
DATE: July 17, 2021 at 12:00 pm – 11:00 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 conduct periodic checks as part of regular patrol activity		
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Kevin Yee</i>	Drop off/pick up barricades	1	N/A
ADDITIONAL <i>Administration</i>	N/A	N/A	\$100 fee waiver requested

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

Today's Date: May 17 2021

Applicant Information

Applicant/Business Name: Mark Phillips

Applicant/Business Address: 13670 Nadine

Phone number: 2487094978

E-Mail Address: phillipsmark628@gmail.com

Relation of applicant to business: _____

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

Owner Information

Owner or manager of site: Oak Park

Phone: _____

Names and addresses of partners or officers of corporation:

Event Information

Proposed date(s) of event: July 11 2021

Has this event been held previously? ☐ Yes ☐ No

Address or location of event: By Avery school

Is this a City owned park? yes

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: A meet up of people who belong to the North Oak Park Michigan facebook page

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

If yes, please describe how so: Anyone who lives in Oak Pak

Please waive the fee. _____

Estimated number of people attending event? n/a

Hours of Event: 4 pm to 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: _____

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

Mechanical Amusement

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

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

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

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

Technical/Support

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

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.

M.E. R. Q.

Applicant's Signature

State of Michigan

ss

County of Oakland

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

My Commission expires: _____

Notary Public

① IN THE EVENT OF RAIN, IT WILL BE ON
JULY 11

② PLEASE WAIVE THE FEE.

③ CAN WE GET THE ICE CREAM TRUCK?
AND ~~SOM~~ POLICE & FIRE FIGHTERS.

THANKS

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Mark Phillips, North Oak Park Association

Nearby Avery School

DATE: July 11, 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 conduct periodic checks as part of regular patrols. Attendance of Community Resource Officer (s) etc. will be contingent upon availability.		
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Kevin Yee</i>	Clean up park before and after, add some garbage cans	2	\$100
ADDITIONAL <i>Administration</i>	N/A	N/A	\$100 fee waiver requested

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

Today's Date: 5-24-2021

Applicant Information

Applicant/Business Name: Street Corner Music

Applicant/Business Address: 26020 Greenfield Rd

Phone number: 248-967-0777 E-Mail Address: 2contactscm@gmail.com

Relation of applicant to business: Owner / Operator

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

Owner Information

Owner or manager of site: Chris Flanagan Phone: 248-259-7864 Cell. (text is OK)

Names and addresses of partners or officers of corporation:

Chris Flanagan. 1150 Withington. Ferndale, MI. 48220

Event Information

Proposed date(s) of event: 06-12-2021 Has this event been held previously? ☒ Yes ☐ No

Address or location of event: 26020 Greenfield

Is this a City owned park? No

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

Nature, purpose, and detailed description of event: To sell phonograph records in a 15' by 15' open air tent for the annual nationwide event "Record Store Day" (recordstoreday.com).

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

If yes, please describe how so: Customers will line up (in a socially distanced manner) to look at special merchandise (LP records) in the outdoor tent. Only 6 people allowed in tent at once. Masks required to participate.

Estimated number of people attending event? 5 Hours of Event: 9AM to 5PM

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

If yes, please attach a map of the parade route

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

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

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

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

Food Services

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

Will the food be prepackaged or prepared on site: _____

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

Mechanical Amusement

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

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

Will the event have video games, etc.? If so, please provide the names and address of company providing the Games: 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:
15' by 15'

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

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

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

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

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



Applicant's Signature

State of Michigan

ss

County of _____

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

My Commission expires: _____
Notary Public



CITY OF OAK PARK

OFFICE OF THE CITY CLERK

NAME: Street Corner Music
ADDRESS: 26020 Greenfield

DATE: 5/25/2021

(Highlight fee to be charged)

Day Care Registration	\$ 25.00
FOIA Request	\$ _____
Garage Sale Permit	\$ 10.00
Handbill - 1 day	\$ 10.00
Handbill - 1 week	\$ 25.00
Handbill - 3 months	\$ 50.00
Handbill - 1 year	\$ 100.00
Handbill - name change	\$ 10.00
Mechanical Amusement Distributor License	\$ 250.00
Mechanical Amusement Device License	
1 Machine	\$ 250.00
2 machines - \$200 per machine	\$ 400.00
3-4 machines - \$175.00 per machine	\$ _____
5-6 machines - \$150.00 per machine	\$ _____
7-10 machines - \$125.00 per machine	\$ _____
Notary Fee	\$ 5.00
Pawnbroker License	\$ 400.00
Precious Metals License	\$ 50.00
Sidewalk Sale	\$ 10.00
Special Event Fee	\$ 100.00
Liquor License -	
New On-Premises Consumption or transfer of owner	\$ 800.00
Adding additional owners (Per Owner)	\$ 200.00
Background Check (Per applicant)	\$ 75.00
Annual Renewal	\$ 250.00
Vendor License - Food	\$ 50.00
Vendor License Lawn Care / Snow Removal	\$ 50.00
Voter List	\$ _____
Other: _____	\$ _____

PAID

MAY 25 PAID

**City of Oak Park
Treasury Office**

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Street Corner Music
“Record Store Day”
26020 Greenfield

DATE: June 12, 2021 at 9:00 am – 5:00 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>	Inspections required after set-up (prior to start of event) and final site restoration (after clean-up). No signs allowed in the ROW or that create a clear vision obstruction. Flame spread certificate required for tent.	30 mins	NA
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety to conduct periodic checks as part of regular patrols	30 mins	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Kevin Yee</i>	N/A	N/A	N/A
ADDITIONAL <i>Administration</i>	N/A	N/A	\$100 fee paid

Law Offices of
HOWARD L. SHIFMAN, P.C.

Howard L. Shifman
 E-mail: hshifman@shifmanfournier.com

Brandon Fournier
 E-mail: bfournier@shifmanfournier.com

31600 Telegraph Road
Suite 100
Bingham Farms, MI 48025
 Phone: (248) 594-8700
 Fax: (248) 594-7080

Robert Nyovich - Of Counsel

VIA E-MAIL

PRIVILEGED ATTORNEY-CLIENT COMMUNICATION

June 1, 2021

Erik Tungate, City Manager
 City of Oak Park
 14000 Oak Park Boulevard
 Oak Park, MI 48237

Re: City of Oak Park/ Invoice for Retainer – July 1, 2021 – September 30, 2021

Dear Mr. Tungate:

Enclosed please find our invoice for services per Retainer Agreement.

Invoice No. 14650

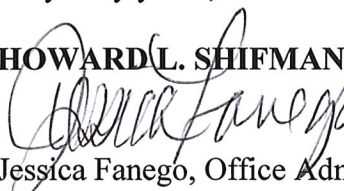
City of Oak Park – General	\$ 18,000.00
Labor Matters	
TOTAL	\$ 18,000.00

Please also be advised due to the Coronavirus all invoices going forward will be sent via-email only. Should you desire a hard copy, via regular mail, please feel free to contact me at: Jessica@shifmanfournier.com

Thank you for your attention in this matter. If you have any questions or comments, please feel free to contact me at your convenience.

Very truly yours,

HOWARD L. SHIFMAN, P.C.


 Jessica Fanego, Office Administrator

Cc: Megan Burke, Operations/H.R. Director

Howard L. Shifman, P.C.
31600 Telegraph Road, Suite 100
Bingham Farms, MI 48025

Invoice Submitted to:

Erik Tungate, City Manager
City of Oak Park
14000 Oak Park Boulevard
Oak Park, MI 48237

In Reference To: City of Oak Park/General Labor

Invoice # 14650

Professional Services

6/01/21	Services per Retainer Agreement For July 1, 2021 thru September 30, 2021	\$ 18,000.00
TOTAL		\$ 18,000.00
BALANCE DUE		\$ 18,000.00 =====



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 7, 2021

AGENDA #

SUBJECT: Second reading and adoption of a proposed Zoning Ordinance text amendment for new zoning ordinances

DEPARTMENT: Economic Development and Planning

SUMMARY: At the May 10, 2021 meeting, the Planning Commission conducted a Public Hearing regarding proposed changes to the City of Oak Park Zoning Ordinance. The proposed text amendment would entirely replace the existing zoning ordinances. At that meeting the Planning Commission voted to approve and recommend to the City Council adoption of the text amendments.

RECOMMENDED ACTION: The City Council conduct the second reading and adopt the proposed text amendments and replacement of the City of Oak Park Zoning Ordinance.

APPROVALS:

City Manager: _____ET_____

Director: _____KM_____

Finance Director: _____SC_____

Budgeted:

EXHIBITS: Proposed new ordinances. Website link:

<https://cms5.revize.com/revize/oakpark/departments/CommDev/Binder1.pdf>

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.
- 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.

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

T. Edwin Norris, City Clerk

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

T. Edwin Norris
City Clerk

First Reading:
Second Reading:
Adopted:
Published:



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 7, 2021

AGENDA #

SUBJECT: Second reading of a proposed Zoning Map Amendments for the City of Oak Park to change the zoning from General Business to Mixed Use 2 for the following addresses: 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

DEPARTMENT: Economic Development and Planning

SUMMARY: At the May 10, 2021 meeting, the Planning Commission conducted a Public Hearing regarding proposed changes to the City of Oak Park Zoning Map. The proposed map amendment would rezone the area at the corners of 9 Mile and Coolidge to a new District called Mixed Use 2 creating a City Center.

The above properties were previously zoned either B-1, Neighborhood Business or B-2, General Business. Through the Master Plan process adopted in 2020, a Future Land Use Map was included along with two new zoning districts. The properties in this area were identified to be rezoned as MX-2, Mixed Use 2 District. The MX-2 zone will allow for a variety of uses and help to create a more walkable, bikeable downtown business district. Mixed Use sites blend a variety of residential, cultural, commercial and service businesses that are functionally integrated within two- or three-story buildings and provide pedestrian connections throughout. These areas are typically characterized by ground-floor uses that include convenience retail, personal services, and restaurants with upper story residential units.

At the Planning Commission meeting on May 10, 2021 the Planning Commission voted to approve and recommend to the City Council adoption of the zoning map amendments.

RECOMMENDED ACTION: The City Council conduct the first reading of the proposed zoning map amendments to rezone from General Business to Mixed Use 2 for the following addresses: 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

APPROVALS:

City Manager: _____ *ET* _____

Director: _____ *KM* _____

Finance Director: _____

Budgeted:

EXHIBITS: New zoning map

CITY OF OAK PARK, MICHIGAN

ORDINANCE NO.

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.

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

Ed Norris
City Clerk

Marian McClellan
Mayor

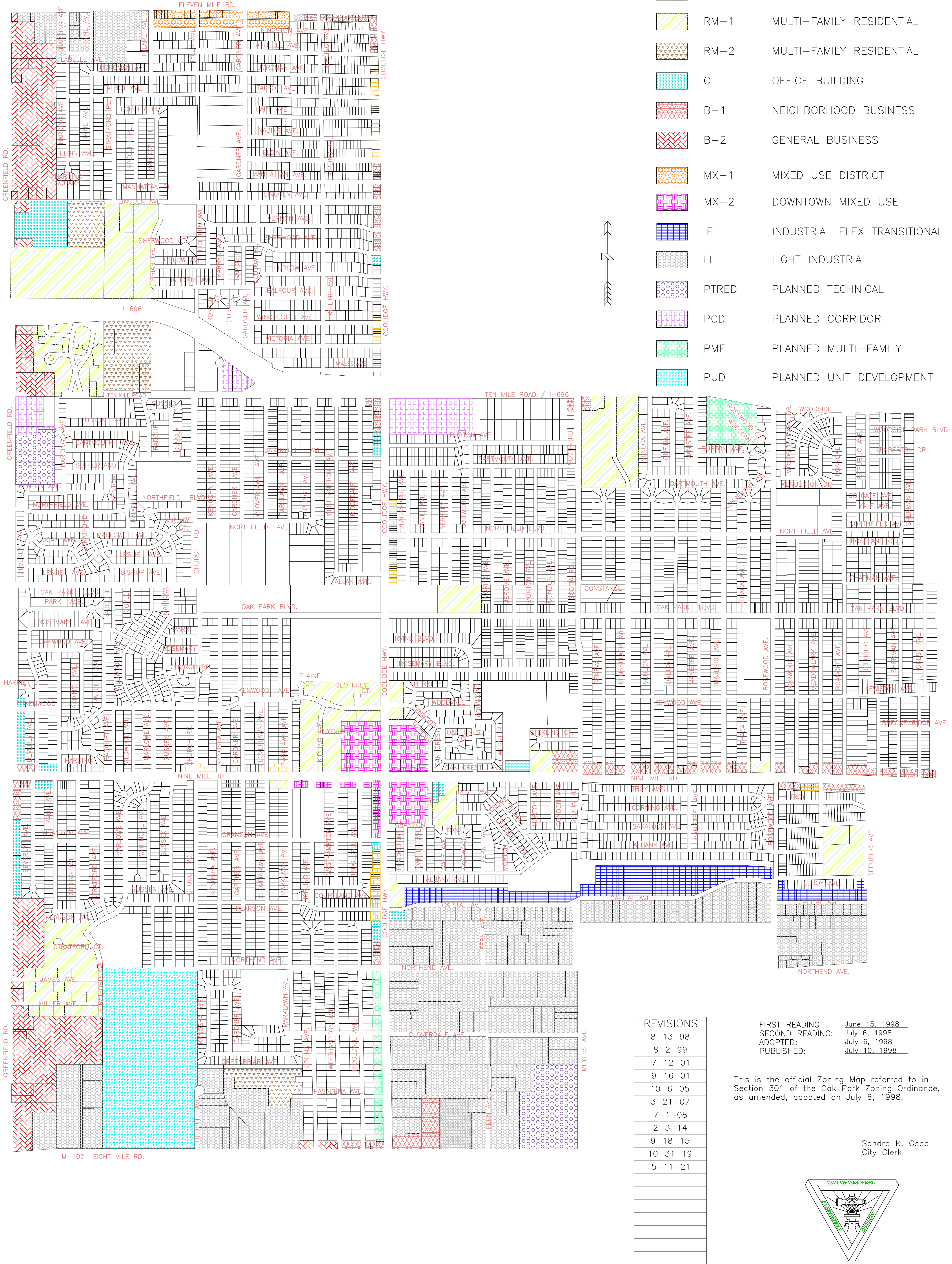
I, Ed Norris, the duly authorized Clerk of the City of Oak Park, Michigan, do hereby certify that the foregoing ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on _____, 2021.

Ed Norris
City Clerk

First Reading:
Second Reading:
Adopted:
Published:

CITY OF OAK PARK, MICHIGAN

ZONING DISTRICTS MAP





BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 7, 2021

AGENDA #

SUBJECT: Second reading of a proposed Zoning Map Amendments for the City of Oak Park to change the zoning from Light Industrial to Industrial Flex for the following addresses: 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

DEPARTMENT: Economic Development and Planning

SUMMARY: At the May 10, 2021 meeting, the Planning Commission conducted a Public Hearing regarding proposed changes to the City of Oak Park Zoning Map. The proposed map amendment would rezone the North side of Capital to a new District called Industrial Flex.

The above properties are currently zoned LI, Light Industrial. It was recommended to rezone these properties during our Master Plan process to become a new district called IF, Industrial Flex which will allow a better transition of uses as they neighbor residential properties. The Industrial Flex district was created to foster a mixture of live/work and maker spaces that complements and transitions to nearby commercial, residential, and industrial districts. This district generally transitions from industrial uses to a higher density, adaptive reuse or modern infill to accommodate an eclectic live/work mixture of uses while still allowing for traditional industrial uses.

At the Planning Commission meeting on May 10, 2021 the Planning Commission voted to approve and recommend to the City Council adoption of the zoning map amendments.

RECOMMENDED ACTION: The City Council conduct the first reading of the proposed zoning map amendments to rezone from Light Industrial to Industrial Flex for the following addresses: 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

APPROVALS:

City Manager: _____ *ET* _____

Director: _____ *KM* _____

Finance Director: _____

Budgeted:

EXHIBITS: New zoning map

CITY OF OAK PARK, MICHIGAN

ORDINANCE NO.

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.

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

Ed Norris
City Clerk

Marian McClellan
Mayor

I, Ed Norris, the duly authorized Clerk of the City of Oak Park, Michigan, do hereby certify that the foregoing ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on _____, 2021.

Ed Norris
City Clerk

First Reading:
Second Reading:
Adopted:
Published:



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 7, 2021

AGENDA #

SUBJECT: First 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 approve the first reading of the amended ordinance and place it on the June 21, 2021 agenda for the second reading and adoption.

APPROVALS:

City Manager: _____ *ET* _____

Director of Finance: _____ *SC* _____

Budgeted: ☐

Legal: _____

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:
- ~~Four dollars and fifty one cents~~ ~~Forty-five dollars and ten cents (\$45.10)~~ ~~(\$4.51)~~ per thousand centum cubic feet (CCF)
 - ~~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**
 - 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:**
- ~~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.
 - 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:
 - 275 milligrams per liter (mg/l) of biochemical oxygen demand (BOD);
 - 350 milligrams per liter (mg/l) of total suspended solids (TSS);
 - 12 milligrams per liter (mg/l) of phosphorus (P);
 - 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.



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 7, 2021

AGENDA#

SUBJECT: Proposed Change Order no. 1 and Payment Application No. 2 for the 2021 Swimming Pool Repair Project M-719.

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

SUMMARY: Attached are Proposed Change Order no. 1 and Payment Application No. 2 for the 2021 Swimming Pool Repair Project M-719. The Change Order is for additional repairs found to be necessary once the contractor started the work. This project is for resurfacing the Municipal Swimming Pool. This project is currently 99% complete.

<u>FINANCIAL STATEMENT:</u>	Original Contract Amount:	\$151,500.00
	Proposed Change Order no. 1:	<u>\$ 8,296.94</u>
	New Contract Amount:	\$159,796.94
	Total Completed to Date:	\$159,796.94
	Less Retainage:	\$ 5,000.00
	Net Earned:	\$154,796.94
	Deductions:	\$ 0.00
	Balance:	\$154,796.94
	Payments to Date:	<u>\$ 66,425.00</u>
	Amount Due Advanced Pool Services, Inc.:	\$ 88,371.94

RECOMMENDED ACTION: It is recommended that Proposed Change Order no. 1 for the 2021 Swimming Pool Repair Project M-719 be approved to Advanced Pool Services, Inc. of Milford, MI. for the amount of \$8,296.94. It is further recommended that Payment Application no. 2 for the same be approved for the amount of \$88,371.94. It is further recommended that the amount of \$8,296.94 be taken from the General Fund Balance for the change order. Funding is available in the General Fund No. 101-19-757-970 for the regular payment.

APPROVALS:

City Manager: ET Department Director: KJY

Director of Finance: SC Legal: NA

Budgeted: ☐

EXHIBITS: Proposed Change Order no. 1 and Payment Application No. 2

CHANGE ORDER

PROJECT: 2021 SWIMMING POOL REPAIR PROJECT
 OWNER: CITY OF OAK PARK, MICHIGAN
 CONTRACTOR: ADVANCED POOL SERVICES, INC.
 P.O. BOX 233
 MILFORD, MI 48381

JOB NUMBER: M 719
 CHANGE ORDER NO.: 1
 PAGE: 1

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

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

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	TOTAL Amount
4	BENCH CAP REPAIR	0	LFT	\$100.00	44.00	44.00	\$ 4,400.00
5	ZERO DEPTH ENTRY SPOT REPAIRS	0	SFT	\$45.00	36.60	36.60	\$ 1,647.00
6	DRAIN GRATES (9X9)	0	EACH	\$120.83	12.00	12.00	\$ 1,449.96
7	DRAIN GRATES (12X12)	0	EACH	\$133.33	6.00	6.00	\$ 799.98
TOTALS							\$ 8,296.94

SUMMARY
 Total Increase \$ 8,296.94
 Total for Change Order No. 1: \$ 8,296.94
 Contract Amount \$ 151,500.00
 Change Order No. 1: \$ 8,296.94
 New Contract Amount: \$ 159,796.94

Advanced Pool Services, Inc. *[Signature]* 06-02-21 Date
 Robert Barrett, Director Technical & Planning Services *[Signature]* 5/18/21 Date

PAYMENT APPLICATION

PROJECT: 2021 SWIMMING POOL REPAIR PROJECT
 OWNER: CITY OF OAK PARK, MICHIGAN
 CONTRACTOR: ADVANCED POOL SERVICES, INC.
 P.O. BOX 233
 MILFORD, MI 48361

JOB NUMBER: M-719
 APPLICATION NO.: 2
 PERIOD ENDING: 5/20/2021

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMARCTE DIVING WELL (STRIP DOWN TO ORIGINAL STRUCTURE)	1	LSUM	\$44,000.00	0.50	\$22,000.00	1.00	\$44,000.00
2	REMARCTE LAP AREA (STRIP DOWN TO ORIGINAL STRUCTURE)	1	LSUM	\$104,000.00	0.50	\$52,000.00	1.00	\$104,000.00
3	PROJECT CLEAN UP	1	LSUM	\$3,500.00	1.00	\$3,500.00	1.00	\$3,500.00
4	BENCH CAP REPAIR	0	LFT	\$100.00	44.00	\$4,400.00	44.00	\$4,400.00
5	ZERO DEPTH ENTRY SPOT REPAIRS	0	SFT	\$45.00	36.60	\$1,647.00	36.60	\$1,647.00
6	DRAIN GRATES (9X9)	0	EACH	\$120.83	12.00	\$1,449.96	12.00	\$1,449.96
7	DRAIN GRATES (12X12)	0	EACH	\$133.33	6.00	\$799.98	6.00	\$799.98

Original Contract Amount:
 Change Order No: 1
 New Contract Amount:

\$151,500.00
 \$8,296.94
 \$159,796.94

Period Total Amount: \$85,796.94 Amount to Date: \$159,796.94
 Earnings This Period: \$85,796.94
 Total Earnings to Date: \$159,796.94
 Less Retainage: \$5,000.00
 Net Earned: \$154,796.94
 Deductions: \$0.00
 Balance: \$154,796.94
 Payments to Date: \$66,425.00

AMOUNT DUE ADVANCED POOL SERVICES, INC: \$88,371.94

Accepted By: 
 Advanced Pool Services
 Approved By: 
 Robert Barrett, Director Technical & Planning Services
 City of Oak Park

Date: 06-02-21
 Date: 5/28/21

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 7, 2021**AGENDA#**

SUBJECT: Proposed Change Order no. 1 and Payment Application No. 4 for the 2020 Miscellaneous Concrete Project, M-714.

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

SUMMARY: Attached are proposed Change Order no. 1 and Payment Application No. 4 for the 2020 Miscellaneous Concrete Project, M-714. The proposed change order is additional work that we added for the 9 Mile linear park including the bikeway challenge. This project replaced sections of concrete throughout the City from water main breaks, sewer repairs, failing sections of pavement, etc. This project is approximately 99% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$399,999.42
Proposed Change Order no. 1:	<u>\$ 23,893.08</u>
New Contract Amount:	\$423,892.50
 Total Completed to Date:	 \$423,892.50
Less Retainage:	\$ 5,000.00
Net Earned:	\$418,892.50
Deductions:	\$ 0.00
Balance:	\$418,892.50
Payments to Date:	<u>\$287,044.75</u>
Amount Due Mattioli Cement Company:	\$131,847.75

RECOMMENDED ACTION: It is recommended that Proposed Change Order no. 1 for the 2020 Miscellaneous Concrete Project, M-714 be approved to Mattioli Cement Company of Fenton, MI for the amount of \$23,893.08. It is further recommended that Payment Application no.4 for the same be approved for the amount of \$131,847.75. The Change Order funding is available in account 101-18-444-970 for the Linear Park Project. Funding for the remaining portion is available in the Local Streets Fund (203-18-479-970) and Water & Sewer Fund (592-18-538-970) for this project.

APPROVALS:

City Manager: ET Department Director: KJY

Director of Finance: SC Legal: NA

Budgeted: ☐

EXHIBITS: Proposed Change Order no. 1, Payment Application No. 4

CHANGE ORDER

PROJECT:

2020-2021 MISCELLANEOUS CONCRETE PROJECT

JOB NUMBER:

M-714

OWNER:

CITY OF OAK PARK, MICHIGAN

CHANGE ORDER NO.:

1

CONTRACTOR:

MATTIOLI CEMENT COMPANY
6085 MCGUIRE ROAD
FENTON, MI 48430

PAGE:

1

TO THE CONTRACTOR:

You are hereby directed to comply with the changes/extras to the contract documents.

This change order reflects work completed or anticipated. Further documentation supporting these changes is on file with the City Engineer.

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

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	TOTAL Amount
2	COULDGE CONCRETE PAVEMENT REMOVAL	20	SYD	\$19.00	929.44	949.44	\$ 17,659.36
4	COULDGE CONCRETE PAVMT W/ INT CURB & GUTTER 9" CONCRETE	20	SYD	\$55.81	900.92	920.92	\$ 50,280.35
5	SIDEWALK CONC. NON-REINF 6" SIDEWALK/DRIVE APPROACH	500	SFT	\$6.50	2,405.42	2,905.42	\$ 15,635.23
6	SIDEWALK CONC. NON-REINF 4" SIDEWALK	2,000	SFT	\$6.00	3,503.41	5,503.41	\$ 21,020.46
8	ADJUSTING DRAINAGE STRUCTURES	12	EA	\$250.00	2.00	14.00	\$ 500.00
11	AGGREGATE BASE UNDER 4" & 6" & 9" CONC. (6" 21AA CR LIMESTONE)	100	SYD	\$9.00	166.94	266.94	\$ 1,502.46
12	COULDGE AGG. BASE UNDER 9" CONC (3" 21AA CR LIMESTONE)	20	SYD	\$5.50	1,720.57	1,740.57	\$ 9,463.44
13	DRAINAGE STRUCTURE COVER	772	LBS	\$1.76	239.00	1,011.00	\$ 420.64
18	NINE MILE WORK EXTRA	0	LSUM	\$3,000.00	1.00	1.00	\$ 3,000.00
TOTALS							\$ 119,481.64

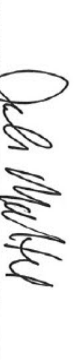
THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Decreased Quantity	Quantity to Date	TOTAL Amount
1	REMOVE CONCRETE PAVEMENT	5,250	SYD	\$10.00	-615.55	4,634.45	\$ (6,155.50)
3	CONCRETE PAVMT W/INT CURB & GUTTER, 9" CONC.	4,950	SYD	\$55.81	-1,331.55	3,618.45	\$ (74,313.81)
7	CONC. PAVMT 24" CURB & GUTTER SECTION NON REINF 9" CONC.	50	LFT	\$30.00	-25.00	25.00	\$ (750.00)
9	CAST IN PLACE DETECTABLE/TAFTILE WARNING SURFACE	100	SFT	\$22.00	-70.00	30.00	\$ (1,540.00)
10	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR LIMESTONE)	4,950	SYD	\$5.50	-1,023.50	3,926.50	\$ (5,629.25)
17	INSPECTION CREW DAYS	20	DAY	\$360.00	-20.00	0.00	\$ (7,200.00)
TOTALS							\$ (95,588.56)

SUMMARY

Total Increase	\$	119,481.64
Total Decrease	\$	(95,588.56)
Total for Change Order No. 1:	\$	23,893.08
Contract Amount	\$	399,999.42
Change Order No. 1:	\$	23,893.08
New Contract Amount:	\$	423,892.50

Mattioli Cement Company



5-4-21

Date

Robert Barrett, Director Technical & Planning Services

5/28/21

Date

PAYMENT APPLICATION

PROJECT: 2020-2021 MISCELLANEOUS CONCRETE PROJECT
 OWNER: CITY OF OAK PARK, MICHIGAN
 CONTRACTOR: MATTIOLI CEMENT COMPANY
 6085 MCGUIRE ROAD
 FENTON, MI 48430

JOB NUMBER: M-714
 APPLICATION NO.: 4
 PERIOD ENDING: 5/10/2021

ITEM	DESCRIPTION	ORIGINAL QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT	5,250	SYD	\$10.00	1,437.29	\$14,372.90	4,634.45	\$46,344.50
2	COULDGE CONCRETE PAVEMENT REMOVAL	20	SYD	\$19.00	0.00	\$0.00	949.44	\$18,039.36
3	CONCRETE PAVMT W/INT CURB & GUTTER, 9" CONC.	4,950	SYD	\$55.81	861.12	\$48,059.11	3,618.45	\$201,945.69
4	COULDGE CONCRETE PAVMT W/INT CURB & GUTTER 9" CONCRETE	20	SYD	\$55.81	0.00	\$0.00	920.92	\$51,396.55
5	SIDEWALK CONC. NON-REINF 6" SIDEWALK/DRIVE APPROACH	500	SFT	\$6.50	2,088.16	\$13,573.04	2,905.42	\$18,885.23
6	SIDEWALK CONC. NON-REINF 4" SIDEWALK	2,000	SFT	\$6.00	4,683.85	\$28,103.10	5,503.41	\$33,020.46
7	CONC. PAVMT 24" CURB & GUTTER SECTION NON REINF 9" CONC.	50	LFT	\$30.00	0.00	\$0.00	25.00	\$750.00
8	ADJUSTING DRAINAGE STRUCTURES	12	EA	\$250.00	6.00	\$1,500.00	14.00	\$3,500.00
9	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	100	SFT	\$22.00	30.00	\$660.00	30.00	\$660.00
10	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR LIMESTONE)	4,950	SYD	\$5.50	995.74	\$5,476.57	3,926.50	\$21,595.75
11	AGGREGATE BASE UNDER 4" & 6" & 9" CONC. (6" 21AA CR LIMESTONE)	100	SYD	\$9.00	266.94	\$2,402.46	266.94	\$2,402.46
12	COULDGE AGG. BASE UNDER 9" CONC (3" 21AA CR LIMESTONE)	20	SYD	\$5.50	0.00	\$0.00	1,740.57	\$9,573.14
13	DRAINAGE STRUCTURE COVER	772	LBS	\$1.76	621.00	\$1,092.96	1,011.00	\$1,779.36
14	MINOR TRAFFIC DEVICES	1	LSUM	\$2,000.00	0.00	\$0.00	1.00	\$2,000.00
15	COULDGE MINOR TRAFFIC DEVICES	1	LSUM	\$2,000.00	0.00	\$0.00	1.00	\$2,000.00
16	PROJECT CLEAN UP	1	LSUM	\$7,000.00	0.50	\$3,500.00	1.00	\$7,000.00
17	INSPECTION CREW DAYS	20	DAY	\$320.00	0.00	\$0.00	0.00	\$0.00
18	NINE MILE WORK EXTRA	0	LSUM	\$3,000.00	1.00	\$3,000.00	1.00	\$3,000.00

Original Contract Amount: \$399,999.42
 Change Order No. 1: \$23,893.08
 \$423,892.50

Period Total Amount: \$121,740.14
 Amount to Date: \$423,892.50

Earnings This Period: \$121,740.14
 Total Earnings to Date: \$423,892.50

Less Retainage: \$5,000.00
 Net Earned: \$418,892.50
 Deductions: \$0.00
 Balance: \$418,892.50
 Payments to Date: \$287,044.75

AMOUNT DUE MATTIOLI CEMENT COMPANY: \$131,847.75

Accepted By: [Signature]
 Mattioli Cement Company

Approved By: [Signature]
 Robert Barrett, Director Technician & Planning Services
 City of Oak Park, Michigan

Date: 5-14-21

Date: 5/28/21

**CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN
RESOLUTION TO CREATE THE OAK PARK WATER TOWER SOCIAL DISTRICT**

At a Regular Meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held at Oak Park City Hall located at 14000 Oak Park Boulevard on the 7th day of June , 2021.

Present: _____

Absent: _____

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

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:
 No:
 Absent:

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City of Oak Park, County of Oakland, State of Michigan, at a regular meeting held on Monday, June 7, 2021 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act No. 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

T. Edwin Norris, City Clerk



Introduction

On July 1, 2020, Governor Whitmer signed House Bill 5781 into law creating the Social District Permit. The governing body of a local governmental unit may designate a Social District within its jurisdiction. Qualified Licensees whose licensed premises are contiguous to the Commons Area within the Social District, and that have been approved for and issued a Social District Permit, may sell alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks) on their licensed premises to customers who may then consume the alcoholic liquor within the Commons Area of the Social District.

Terms

Commons Area - Commons Area means an area within a Social District clearly designated and clearly marked by the local governmental that is shared by and contiguous to the premises of at least 2 other Qualified Licensees. Commons Area does not include the licensed premises of any Qualified Licensee.

Qualified Licensee - Qualified Licensee means any of the following:

- A retailer that holds a license, other than a special license, to sell alcoholic liquor for consumption on the licensed premises.
- A manufacturer with an on-premises tasting room.
- A manufacturer that holds an off-premises tasting room license.
- A manufacturer that holds a joint off-premises tasting room license.

Requirements for Local Governments

Pursuant to MCL 436.1551, the governing body of a local governmental unit may designate a Social District within its jurisdiction.

A local governmental unit must file the following items with the MLCC when designating a Social District:

1. A copy of the resolution or ordinance passed by the governing body designating the Social District and Commons Area.
2. A copy of the management and maintenance plans, including the hours of operation, established by the local governmental unit for the Social District and Commons Area.
3. A diagram or map that clearly shows the boundaries of the Social District and Commons Area. Please indicate the name, address, and location of the Qualified Licensees that are contiguous to the Commons Area on the diagram or map.

[Link to Form](#)

Requirements for Qualified Licensees

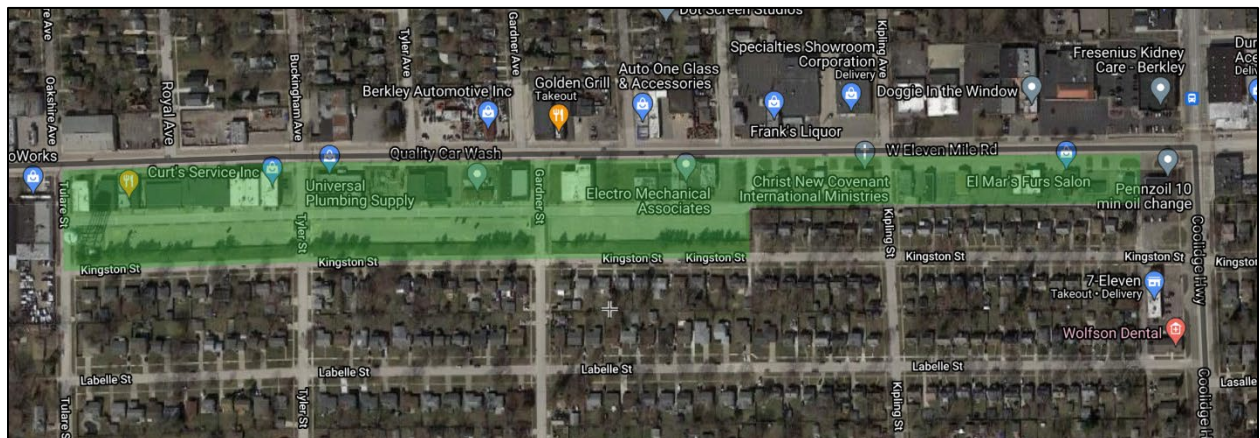
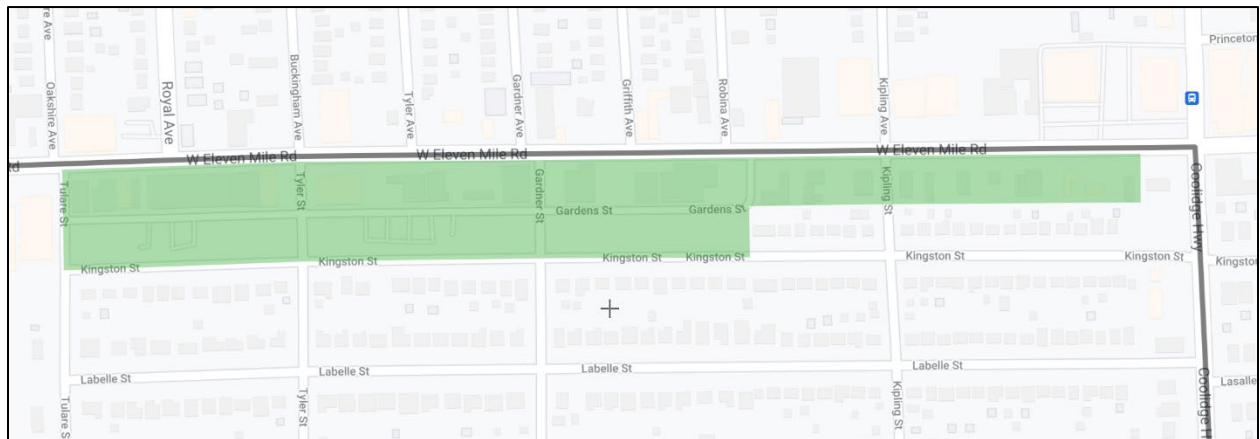
Pursuant to MCL 436.1551, Qualified Licensees whose licensed premises are contiguous to the Commons Area within the Social District, and that have been approved for and issued a Social District Permit, may sell alcoholic liquor on their licensed premises to customers who may then consume the alcoholic liquor within the Commons Area of the Social District.

Any alcoholic liquor sold to customers for consumption in the Commons Area by a Qualified Licensee with a Social District Permit must comply with all of the following:

- The serving container must prominently display the licensee's trade name or logo or some other mark that is unique to the licensee that sold the alcohol.
- The serving container must prominently display a logo or some other mark that is unique to the Commons Area.
- The serving container is not made of glass.
- The serving container does not have a liquid capacity over 16 ounces.

[Link to Form](#)

Draft Social District/Commons Area Map



Draft Resolution

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.

Draft Ordinance

1 Purpose

It is the purpose and intent of this ordinance to authorize the creation of a Social District and Commons Area as enabled by the passage of Public Act 124 of 2020, being MCL 436.1551, as amended, that may be used by Qualified Licensees that obtain a Social District Permit, to provide for the development of a local Management and Maintenance Plan, to maintain any established Commons Area in a manner that protects the health, safety, and welfare of the City of Oak Park, and to proscribe a process for the City of Oak Park to revoke the designation if it determines the Social District threatens the health, safety, or welfare of the public or has become a public nuisance.

2 Definitions

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted to give them the same meaning they have in common usage and to give this ordinance its most reasonable application.

Act: Means Public Act 124 of 2020, being MCL 436.1551, as amended.

Commons Area: Commons Area means an area within a Social District clearly designated and clearly marked by the local governmental that is shared by and contiguous to the premises of at least 2 other Qualified Licensees. Commons Area does not include the licensed premises of any Qualified Licensee.

Qualified Licensee: Qualified Licensee means any of the following:

- A retailer that holds a license, other than a special license, to sell alcoholic liquor for consumption on the licensed premises.
- A manufacturer with an on-premises tasting room.
- A manufacturer that holds an off-premises tasting room license.
- A manufacturer that holds a joint off-premises tasting room license.

Social District and Commons Area

The City of Oak Park creates the following Social District that shall have boundaries which shall include one Commons Area and shall be defined and clearly marked with signs.

- The boundaries of the Social District shall be: 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.

- The boundaries of the Commons Area shall be: 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.

3 Requirements

Within the authorized Social District Commons Area, persons over the age of twenty-one (21) may possess and consume alcoholic liquor purchased from a Qualified Licensee holding a Social District Permit in a container meeting the requirements set forth in Public Act 124 of 2020, being MCL 436.1551, as amended.

Within the authorized Social District Commons Area, a Public Safety Officer who has reasonable cause to believe a minor has consumed alcoholic liquor or has any bodily alcohol content may request that individual to submit to a preliminary chemical breath analysis. The results of a preliminary chemical breath analysis or other acceptable blood alcohol test are admissible in a state civil infraction proceeding or criminal prosecution to determine if the minor has consumed or possessed alcoholic liquor or had any bodily alcohol content.

Under circumstances where a Public Safety Officer has good reason to believe that any individual has committed or is about to commit any unlawful act, said Officer may ask the individual to identify himself or herself and explain his or her presence on the scene, but failure to respond to such questioning shall not constitute an offense. This section shall not be construed to affect any obligation to respond which is otherwise imposed by law.

Within the authorized Social District Commons Area, no person shall take any container containing alcoholic liquor into a motor vehicle regardless of whether the motor vehicle is parked or running.

4 Enforcement

Any violation of this ordinance shall be deemed a civil infraction violation with a fine of \$100.

5 Sunset

This ordinance shall sunset, and be of no further force or effect, consistent with the Act after December 31, 2024.

6 Severability

The various parts, sections, and clauses of this ordinance are declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected.

7 Repeal

All regulatory provisions contained in other City ordinances which are inconsistent with the provisions of this ordinance, are repealed.

Oak Park Social District Management & Maintenance Plan



DRAFT

Introduction

On July 1, 2020, Governor Whitmer signed House Bill 5781 into law creating the Social District Permit. The governing body of a local governmental unit may designate a Social District within its jurisdiction. Qualified Licensees whose licensed premises are contiguous to the Commons Area within the Social District, and that have been approved for and issued a Social District Permit, may sell alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks) on their licensed premises to customers who may then consume the alcoholic liquor within the Commons Area of the Social District.

Information for Qualified Licensees

Pursuant to MCL 436.1551, Qualified Licensees whose licensed premises are contiguous to the Commons Area within the Social District, and that have been approved for and issued a Social District Permit by the MLCC, may sell alcoholic liquor on their licensed premises to customers who may then consume the alcoholic liquor within the Commons Area of the Social District.

Any alcoholic liquor sold to customers for consumption in the Commons Area by a Qualified Licensee with a Social District Permit must comply with all of the following:

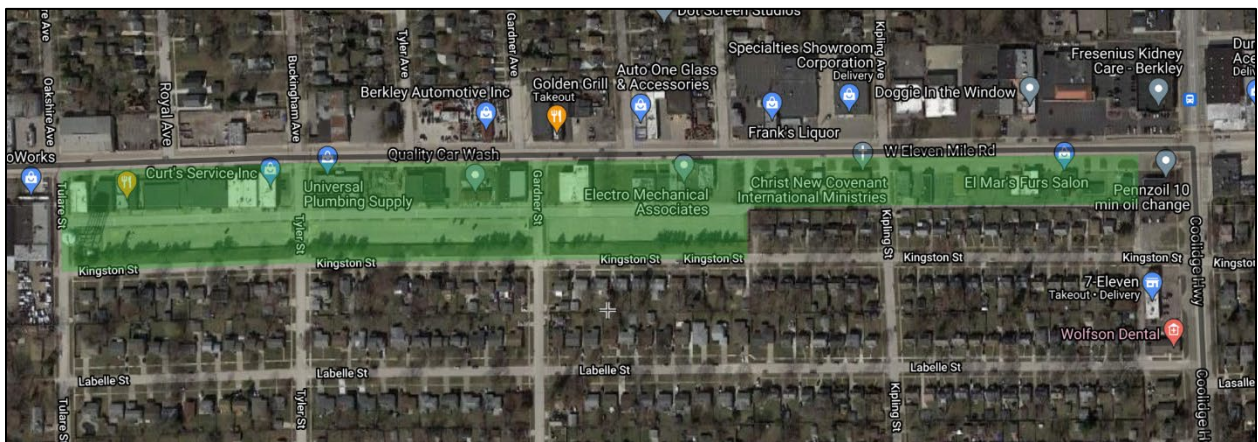
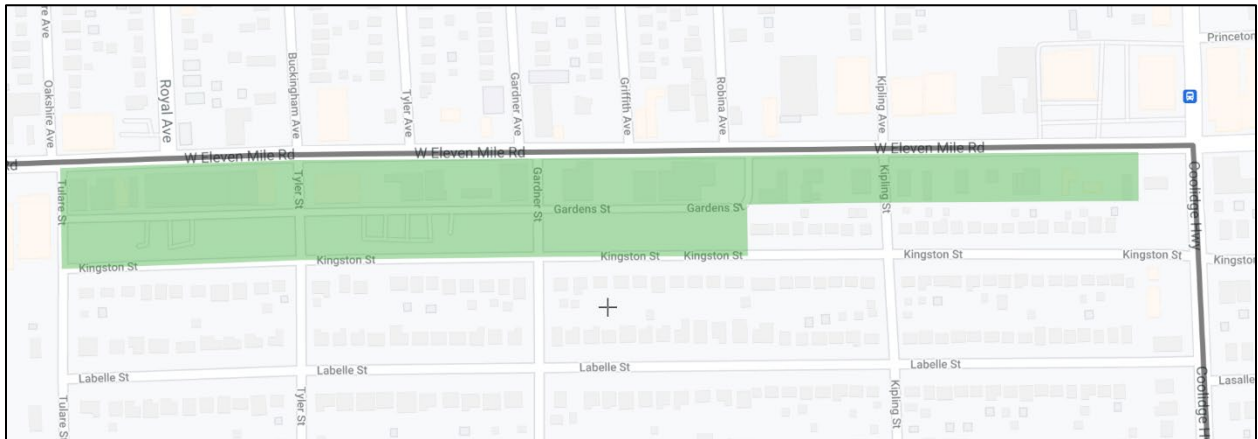
- The serving container must prominently display the licensee's trade name or logo or some other mark that is unique to the licensee that sold the alcohol.
- The serving container must prominently display a logo or some other mark that is unique to the Commons Area.
- The serving container is not made of glass.
- The serving container does not have a liquid capacity over 16 ounces.

How to Sign Up?

Qualified Licensees must apply for a Social District Permit from the MLCC. Once approved the license holder will place an order for cups and stickers, and will be provided with necessary signage.

[Link to Form](#)

Oak Park Social District Map



Social District Boundaries

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.

List of Qualified Licensees (DBA)

- Oak Park Social (14691 W Eleven Mile Rd)
- Dog & Pony Show Brewing (14661 W Eleven Mile Rd)
- Berkley Coffee (14661 W Eleven Mile Rd)
- Unexpected Craft Brewing Company (14401 W Eleven Mile Rd)
- The Oak Parker (13621 W Eleven Mile Rd)

Management & Maintenance

The City of Oak Park Social District will be created and managed by the City of Oak Park. The district's management and operations will be supported by the Public Works Department for signage and waste removal and the Public Safety Department for matters of public health, safety, and welfare. The Communications Department will assist with the development of branding, signage, and marketing materials.

The legality of the existence of the Social District is pursuant to Public Act 124 of 2020, which is scheduled to sunset on December 31, 2024 unless extended by an act by the Michigan Legislature.

Public Works Department

The City of Oak Park will provide an adequate amount of trash/recycling receptacles, strategically placed for optimal use by Social District participants. The Public Works Department will be tasked by waste removal dependent on the frequency of use. The Public Works Department will also place and install signage created by the Communications Department.

Public Safety Department

The Public Safety Department is permitted to enforce the rules and regulations of the Social District in accordance with State law and permit requirements.

Hours of Operation

The hours of operation for the Social District will be from 12:00pm to 10:00pm Monday through Saturday, and 12:00pm to 6:00pm on Sundays. After closing hours, Social District beverages cannot be sold in participating establishments nor possessed or consumed by participants. The Social District will be closed on holidays recognized by the City of Oak Park.

Social District Beverage Containers

The City of Oak Park will purchase and provide the plastic beverage containers with the district's logo to be utilized by Qualified Licensees for people who wish to participate in the Social District in accordance with the guidelines mandated by Public Act 124 of 2020.

Special Events

For special events to be held within Social District boundaries, regular special event permitting processes must be followed in accordance with Chapter 10, Article VII of the Oak Park Code of Ordinances.

FAQs

What is the difference between the Social District and the Commons Area?

A Social District is the entire area designated by the local government, which can include one or many Commons Areas within the Social District. Because at this time Oak Park will only have one Commons Area, they are essentially the same thing.

Can I bring my own cup/alcoholic beverages?

No. Only the designated plastic beverage containers received from a Qualified Licensee with Oak Park Social District branding may be used to consume alcoholic beverages within the district.

Can I take my Social District cup outside of the Social District boundaries?

No. You must remain within Oak Park Social District boundaries while consuming the alcoholic beverages received from a Qualified Licensee.

Can I reuse my Social District cup?

No. When ordering a beverage, it must always be served in a new Social District beverage container.

What types of alcoholic beverages can I have in my Social District cup?

Beer, wine, and liquor are all allowable drinks in an Oak Park Social District cup.

Who do I contact with questions?

Please contact Kimberly Marrone, Director of Economic Development and Planning with questions regarding the Oak Park Social District.



Social District Resolution/Ordinance

Add in resolution or ordinance when it is passed



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

14E

MEMORANDUM

Date: May 25, 2021

To: Erik Tungate, City Manager

From: Saundra Crawford, Finance Director
Carl Johnson, Financial Assistant

Re: Third Quarter FY 2020-21 Investment Report

The State of Michigan Public Act 213 of 2007 requires the City's investment officer to provide a written report quarterly to the governing body concerning the investment of all funds of the City that fall under Public Act 20. Public Act 20 governs how non-pension and non-OPEB funds can be invested. The attached report details the cash and investments (citywide for all funds) held by the City at March 31, 2021. The report includes a description of each investment by type, market and book values, current and yield to maturity interest rates and the number of days to maturity.

The third quarter investment report shows total citywide cash and investments of \$28,156,856 (market value) including cash in the operating account of \$1,315,605 (excluding outstanding checks and other adjustments), short-term investments in the Oakland County Investment Pool of \$24,785,664, and long-term investments total \$2,055,587. The City has maximized investment return on short-term cash by utilizing the Oakland County Investment Pool and minimizing the amount maintained in the checking and daily depository accounts. Investment income for the months of January through March 2021 totaled \$75,825.

During the third quarter overall investment returns are still at the same low levels as in the first two quarters of FY 2020-21; as Economists predicted. The return for the third quarter was approximately .11% primarily due to COVID-19 and the Federal Reserve rates set at nearly zero. As a result, the City is investing short-term and locking up longer term investments if the individual interest rate is favorable. Interest rates for the next quarter are expected to remain low and overall investment will continue to decrease slightly as long-term investments mature.

City of Oak Park
Summary of Cash and Investments Held
March 31, 2021

	<u>Maturity Date</u>	<u>Market Value</u>	<u>Book Value</u>	<u>% of Portfolio</u>	<u>Current Interest Rate</u>	<u>YTM @ Cost</u>	<u>Days to Maturity</u>	<u>Investment Broker</u>
Cash								
Huntington Bank - Collection		\$ 1,314,753	\$ 1,314,753	4.67%	0.0100%	0.0100%	1	Huntington
Huntington Bank - Accounts Payable		-	-	0.00%	0.0100%	0.0100%	1	Huntington
Huntington Bank - Payroll		-	-	0.00%	0.0100%	0.0100%	1	Huntington
Money Market								
Fifth Third - Money Market		852	852	0.00%	0.0200%	0.0200%	1	Fifth Third
Government Securities								
Municipal Bonds								
Reeths-Puffer Mich Schs	5/1/2021	250,413	250,057	0.89%	2.5740%	2.5740%	30	Comerica
Reeths-Puffer Mich Schs	5/1/2021	250,413	250,057	0.89%	2.5740%	2.5740%	30	Comerica
Whitmore Lake Mich Pub Sch Dist	5/1/2021	500,915	500,166	1.78%	2.7490%	2.7490%	30	Comerica
Ypsilanti School District	5/1/2021	445,387	445,000	1.58%	2.1800%	2.1800%	30	Fifth Third
Kalkaska Mich Sch Bldg	5/1/2023	401,668	420,665	1.49%	6.1000%	6.1000%	760	Fifth Third
South Lyon Mich Comm Schools	5/1/2023	52,438	50,435	0.18%	2.8900%	2.8900%	760	Comerica
Certificate of Deposits								
Wells Fargo Bank NA	7/28/2022	154,353	150,000	0.53%	2.3000%	2.3000%	483	Fifth Third
Commercial Paper								
Investment Pool								
Oakland County Investment Pool		<u>24,785,664</u>	<u>24,785,664</u>	<u>87.99%</u>	1.4380%	1.4380%	1	Oakland County
Total		<u>\$ 28,156,856</u>	<u>\$ 28,167,649</u>	<u>100.00%</u>				



CITY OF OAK PARK

COMMUNICATIONS AND PUBLIC INFORMATION

Joscelyn A. Davis, 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 7, 2021

COMMUNITY ANNOUNCEMENTS

1. **Seasonal Employment** – www.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
2. **Library Announcements** – Learn more at (248) 691-7480
 - Grab-n-Go starts June 14th | 30-min browsing visits
 - Summer Reading Sign-Up Week | June 21st–25th | 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 28th –July 2nd / Ages 12/ under | sponsor: FOTL
 - Submit picture of your Lego animal creation on the website
 - Winners chose 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 Words: African American Art | Free June 24th, 7:00 p.m. /Zoom (link will be emailed)
 - Register on Library website. Open to all.
 - Presented by Oak Park Library / Sponsored by the DIA
 - 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.
3. **Senior Picnic Lunch with Guest Speakers** | Fri., June 11th | Shepard Park, Shelter One
 - Extended registration deadline until Tues., June 8th at 4 p.m.
 - Lunch \$6 max. including beverage and dessert
 - Will take place twice/month, June–August; transportation available
 - Must pre-register at (248) 691-7555
4. **Senior Drive-In Bingo** | June 7th, 11:30 a.m.–12:30 p.m. | Free | Center parking lot

5. **Mayor's 4th of July Virtual 5K Fun Run** – (248) 691-7555
 - Must be completed between June 28th and July 4th.
 - \$15 pre-registration only
 - Open to all skill levels – run, jog, or walk; July Fourth apparel and selfies encouraged
 - Register by June 23rd
6. **Family Fourth Fun Activity Packs** | \$12/pack | (248) 691-7555
 - Backyard games, recipes, coupons, more; limited supply
7. **Recreation Announcements** – Learn more/register at (248) 691-7555 or RecOffice@oakparkmi.gov.
(Note: Programs subject to change)
 - **Community Pool** | June 12th–Aug. 21st | (248) 691-7555 or City website
 - Pre-registration required for 90-minute timeslots.
 - Come dressed ready to swim
 - Throughout summer: swim lessons, water aerobics, male-only and female-only swim times, senior-only and teen-only swim times, and pool rentals
 - Teen Swim on June 26th; pre-registration required.
 - **Swim lessons** | June 21st–July 7th, Mon & Weds., 10 a.m. and 5 p.m. | \$48-R/\$53-NR | 50 mins. | 5-8 yrs., 9-15 yrs., and adults
 - **Teen Council** | June 30th, 4 p.m.
 - **Tot-Lot and Summer Day Camp** | June 14th–Aug. 6th, 9 a.m.–4 p.m. | \$120/week-R
 - Tot-Lot, ages 5–6 | Summer Day Camp, ages 7–12
 - **Latchkey Program** | June 14th–Aug. 6th | Full week (M-F)
 - A.M. Latchkey, 8–9 a.m. | P.M. Latchkey, 4–5 p.m.
8. **SOCRRA Recycling Event** | Sat., June 12th, 8 a.m.–2 p.m. | Royal Oak High School 1500 Lexington Blvd. | www.socrra.com
 - Hazardous waste (paint, pesticides, meds, sharps), cardboard, electronics, Styrofoam
 - Shredding service: two-box limit (no self-service)
 - Must remain in vehicle, masked; trunks or open flatbeds only
9. **Haul Your Own Junk Away** | June 10th–13th | Ice Arena Lot 14200 Oak Park Blvd.
10. **Free Garage Sale Weekend** | Th–Sun, June 24th–27th | Regular fees are waived, but operation and sign regulations still apply | For more info call (248) 691-7450.
11. **Vaccines at the Oak Park Community Center – 14300 Oak Park Blvd.**
 - Henry Ford Health System vaccination clinic – by appointment only
 - Open to everyone/anywhere
 - Register for time slot: City's website homepage at www.oakparkmi.gov, click on the link to choose your appointment time for the following Wednesday.
 - Please share this info with your neighbors (especially our seniors)