

Oak Park

City Council Agenda

June 5, 2023





AGENDA
REGULAR CITY COUNCIL MEETING
39th CITY COUNCIL
OAK PARK, MICHIGAN
June 5, 2023
7:00 PM

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF AGENDA**
- 5. CONSENT AGENDA**

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

- A. Regular City Council Meeting Minutes of May 15, 2023
- B. Resolution opting into the Oakland County's Urban County Community Development Block Grant (CDBG) programs for the program years 2024, 2025 and 2026
- C. Beautification Advisory Commission Meeting Minutes for April 18, 2023
- D. Quarterly Investment Report for period ending 03/31/2023
- E. Quarterly Financial Report for period ending 03/31/2023
- F. Request to advertise for bids for the 2023-2024 Miscellaneous Concrete Contract, M-754
- G. Request to approve payment of invoices from OHM Advisors for GIS DWAM Grant and Nine Mile Road CE for the total amount of \$69,209.00
- H. Request to approve Payment Application No. 3 for the 2022 Miscellaneous Concrete Project to Mattioli Cement Company of Fenton, Michigan for \$208,193.82
- I. Request to approve Payment Application No. 2 for the 2023 Water Main and Road Replacement Project, M-750 to Inner City Contracting of Detroit, Michigan for \$609,638.76
- J. Traffic Safety Board Meeting Minutes for May 17, 2023
- K. Request to appoint David DeCoster as the representative and Scott LeMarbe as the alternate representative to the SOCRRA Board for the fiscal year beginning July 1, 2023
- L. Licenses New and Renewals submitted for June 5, 2023

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS: None

8. PUBLIC HEARINGS:

- A. Public Hearing to receive public comments regarding the request by SJK, LLC, D/B/A Hansen's Hall, 8210 W. Nine Mile, for the issuance of a Class C Liquor License
- B. Resolutions approving issuance of a Class C Liquor License to SJK, LLC, D/B/A Hansen's Hall, 8210 W. Nine Mile

9. COMMUNICATIONS: None

10. SPECIAL LICENSES:

- A. Request for a Special Event License and waiver of fee submitted by the Oak Park Public Library for the "Touch a truck" community event to be held in the Ice Arena parking lot on June 28, 2023

- 11. **ACCOUNTING REPORTS:** None
- 12. **BIDS:** None
- 13. **ORDINANCES:** None
- 14. **CITY ATTORNEY:**
- 15. **CITY MANAGER:**

Administration

- A. Request to adopt a resolution authorizing a claim to the Michigan Department of Treasury for the Protecting MI Pension Grant

Economic Development and Communications

- B. Request to approve a façade improvement grant to Realteam Real Estate, 8250 Nine Mile Road, for 50% of the project costs in an amount not to exceed \$1,175.00
- C. Request to approve a façade improvement grant to Double G LLC, for properties located at 8140 and 8210 Nine Mile Road, for 50% of the project costs as follows: 8140 Nine Mile - \$2,850.00 and 8210 Nine Mile - #4,689.00

Finance

- D. Resolution approving requested Budget Amendment #2023-3 for period ending 03/31/23

Municipal Services/Engineering

- E. Request to approve Payment Application No. 4 in the amount of \$92,476.08 and Change Order No. 1 in the amount of \$10,751.04 to Michigan Fence Outlet of Macomb, Michigan for the 2021 Greenfield Fence Project, M-735

16. **CALL TO THE AUDIENCE**

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

17. **CALL TO THE COUNCIL**

18. **ADJOURNMENT**

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



**CITY OF OAK PARK, MICHIGAN
REGULAR COUNCIL MEETING OF THE
39th OAK PARK CITY COUNCIL
May 15, 2023
7:00 PM**

5A

MINUTES

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

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

ABSENT: None

OTHERS

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

APPROVAL OF AGENDA:

**CM-05-148-23 (AGENDA ITEM #4) ADOPTION OF THE AGENDA AS AMENDED
– APPROVED**

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the agenda as amended:

- Remove Item #15H.

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-05-149-23 (AGENDA ITEM #5A-E) CONSENT AGENDA - APPROVED

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

- A. Regular City Council Meeting Minutes for May 1, 2023 **CM-05-150-23**
- B. Planning Commission Meeting Minutes for April 18, 2023 **CM-05-151-23**
- C. Request to approve Payment Application No. 1 for the 2023 Catch Basin Line Replacement Project, M-752 to Midwest Excavation of Dearborn, MI for \$144,375.76 **CM-05-152-23**
- D. Request to approve Payment Application No. 1 for the 2023 Joint and Crack Sealing Project to Michigan Joint Sealing of Farmington Hills, Michigan for \$64,273.98 **CM-05-153-23**
- E. Licenses New and Renewals submitted for May 15, 2023 **CM-05-154-23**

**MERCHANT'S LICENSES – May 15, 2023
(Subject to All Departmental Approvals)**

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
COLLISION GUYS OAK PARK	21380 COOLIDGE HWY A	\$225.00	COLLISION WAREHOUSE

<u>RENEWALS (2023)</u>	<u>ADDRESS</u>	<u>FEE</u>	
LM STUDIO	8104 W NINE MILE RD	\$225.00	GRAPHIC DESIGN
KING NAILS	13710 W EIGHT MILE RD	\$225.00	NAIL SALON
PAISLEYS PARLOR	10780 W NINE MILE RD	\$225.00	BEAUTY SALON
LOVE NAIL & SPA	22118 COOLIDGE HWY	\$187.50	NAIL SALON

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS:

45th District Court Judge Michelle Freidman Appel was present and thanked the administration for assistance with the budgeting process.

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #7A) Public Safety Director Steve Cooper offered a tribute and moment of silence in memory of Oak Park Public Safety Officer Henry Wolf who was shot and killed in the line of duty on May 21, 1973.

(AGENDA ITEM #7B) Proclamation. Mayor McClellan presented a proclamation declaring June 2, 2023, as National Gun Violence Awareness Day in the City of Oak Park and encouraged everyone to wear orange to support the program.

(AGENDA ITEM #7C) City Manager Tungate recognized Public Safety Deputy Director Mike Pinkerton for his 27 years of service to the City of Oak Park.

(AGENDA ITEM #7D) Annual Budget Presentation. City Manager Tungate presented the Fiscal Year 2023-2024 Budget and discussed projections for Fiscal Years 2024-25 and 2025-26. A copy of the presentation is on file with the City Clerk.

PUBLIC HEARINGS:

(AGENDA ITEM #8A) Public Hearing to receive citizen comments regarding proposed Fiscal Year 2022-2023 Budget and property tax millage rates.

Mayor McClellan opened the Public Hearing regarding the proposed Fiscal Year 2022-2023 Budget and Property Tax Millage Rates at 7:45 p.m. The hearing was immediately closed as there were no members of the audience who wished to speak.

CM-05-155-23 (AGENDA ITEM #8B) RESOLUTION ADOPTING THE FISCAL YEAR 2023-2024 BUDGET AND MILLAGE RATES AND ACKNOWLEDGING THE MULTI-YEAR BUDGET INCLUDING PROJECTIONS FOR FISCAL YEARS 2024-2025 AND 2025-2026 - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the following resolution adopting the Fiscal Year 2023-2024 budget and millage rates and acknowledging the multi-year budget including projections for fiscal years 2024-2025 and 2025-2026:

CITY OF OAK PARK

GENERAL APPROPRIATIONS ACT RESOLUTION
2023/2024 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, 2023 and includes projections for fiscal years 2024-2025 and 2025-2026, 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 15, 2023 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 15, 2023 on the proposed budget, and

WHEREAS, this budget takes into consideration the City's Multi-Year Budget and financial planning through fiscal-year 2024-2025, and 2025-2026.

NOW, THEREFORE, BE IT RESOLVED, that the fiscal year 2023-2024 attached budget (departmental basis) is adopted and that the City Council acknowledges the Multi-Year Budget, including Projections of Future Fiscal-Years 2024-2025 and 2025-2026 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 .5232 mills to a total of 31.9151, 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 15, 2023 on the 2023 millage rates and the 2023-2024 budget,

BE IT FURTHER RESOLVED, that to finance the level of services established for the 2023-2024 fiscal-year, and to meet specific debt obligations of the City that the following millages are authorized to be spread:

TAX RATES:

14.3803	PER \$1,000 TAXABLE VALUATION FOR OPERATION
1.3106	PER \$1,000 TAXABLE VALUATION FOR LIBRARY
1.7719	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY
7.0000	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY PA 345
0.4393	PER \$1,000 TAXABLE VALUATION FOR RECREATION
3.4121	PER \$1,000 TAXABLE VALUATION FOR DEBT RETIREMENT
1.0052	PER \$1,000 TAXABLE VALUATION FOR HEADLEE OVERRIDE
2.5957	PER \$1,000 TAXABLE VALUATION FOR SOLID WASTE

TOTAL: \$31,9151 PER \$1,000 EQUALIZED VALUATION

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

MOTION DECLARED ADOPTED

CM-05-156-23 (AGENDA ITEM #8C) ADOPTION OF THE FISCAL YEAR 2023-2024 FEE SCHEDULE AND AUTHORIZATION TO ADD A MINIMUM ADMINISTRATIVE FEE SCHEDULE TO TICKETS EFFECTIVE IMMEDIATELY FOR THE 2022-2023 FISCAL YEAR - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to adopt the fiscal year 2023-2024 fee schedule as presented and to authorize the addition of a minimum administrative fee schedule to tickets effective immediately for the 2022-2023 Fiscal Year.

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

MOTION DECLARED ADOPTED

(AGENDA ITEM #4B) Public Hearing to receive comments on the adoption of a Brownfield Plan for the Corsaut Property located at 15101 W 11 Mile Road in the City of Oak Park.

Mayor McClellan opened the Public Hearing regarding the Brownfield Plan for the Corsaut Property located at 15101 W 11 Mile Road in the City of Oak Park. The hearing was immediately closed as there were no members of the audience who wished to speak.

CM-05-157-23 (AGENDA ITEM #8E) REQUEST TO ADOPT A RESOLUTION APPROVING THE CORSAUT BUILDING VENTURES, LLC BROWNFIELD PLAN - APPROVED

Motion by Burns, seconded by Edgar CARRIED UNANIMOUSLY, to adopt the following resolution approving the Corsaut Building Ventures, LLC Brownfield Plan:

RESOLUTION TO APPROVE A BROWNFIELD PLAN AND REIMBURSEMENT AGREEMENT FOR THE CORSAUT BUILDING VENTURES PROJECT LOCATED AT 15101 W 11 MILE ROAD, CITY OF OAK PARK PURSUANT TO AND IN ACCORDANCE WITH THE PROVISIONS OF ACT 381 OF THE PUBLIC ACTS OF THE STATE OF MICHIGAN OF 1996, AS AMENDED

WHEREAS, The Oak Park City Council previously approved a resolution creating the City of Oak Park Brownfield Redevelopment Authority in accordance with the provisions of the Brownfield Redevelopment Financing Act, Act 381 of Public Acts of the State of Michigan 1996, as amended (the "Act"); and

WHEREAS, The Oak Park City Council supports the redevelopment of environmentally distressed underutilized sites designated as Brownfield; and

WHEREAS, Five (5) parcels of land located at 15101W. Eleven Mile Rd, have been identified as a "facility" as defined by the Act, , all in the City of Oak Park, are referred to herein as the "Property"; and

WHEREAS, A Brownfield Redevelopment Plan (the “Brownfield Plan”) has been prepared in accordance with the Brownfield Redevelopment Financing Act, Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the “Act”), to restore the economic viability of the Property; and

WHEREAS, The Oak Park Brownfield Redevelopment Authority (the “Authority), on May 4th, 2023, voted to recommend that the Oak Park City Council approve the Brownfield Plan for the redevelopment of the Property; and

WHEREAS, The Oak Park City Council held a Public Hearing on May 15, 2023 to receive comments on the Brownfield Plan pursuant to the Act; and

WHEREAS, The Oak Park City Council has made the following determinations and findings:

- A. The Brownfield Plan constitutes a public purpose under the Act;
- B. The Brownfield Plan meets the requirements for a Brownfield Plan as set forth in Section 13 of the Act;
- C. The costs of the eligible activities proposed in the Brownfield Plan are reasonable and necessary to carry out the purposes of the Act;
- D. The amount of captured taxable value estimated to result from adoption of the Brownfield Plan is reasonable.

WHEREAS, In accordance with Section 13 of the Act, the Brownfield Plan provides for capture by the Authority of Tax Increment Revenues generated by the Property to reimburse the costs of Eligible Activities as defined by Section 2(m) of the Act and identified in the Brownfield Plan; and

WHEREAS, The Brownfield Plan provides for capture by the Authority of Tax Increment Revenues to reimburse the Authority’s administrative expenses associated with the Property, and to establish a Local Brownfield Revolving Fund (LBRF) in accordance with Section 8 of the Act; and

WHEREAS, A Reimbursement Agreement has been prepared which sets forth the terms of reimbursement from Tax Increment Revenues generated by the Property under the Brownfield Plan;

NOW THEREFORE BE IT RESOLVED, Pursuant to and in accordance with the provisions of Section 14 of the Act, the Brownfield Plan is hereby approved in the form attached as Exhibit A to this Resolution; and

BE IT FURTHER RESOLVED, That the Reimbursement Agreement is hereby approved in the form attached as Exhibit B to this Resolution.

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

MOTION DECLARED ADOPTED

Municipal Services Director Marrone stated that Corsaut Building Ventures, LLC, 15101 W. 11 Mile Rd., has submitted a Brownfield Plan and Act 381 Work Plan for review and the Brownfield Authority Board has recommended approval to the City Council.

The Corsaut Building Ventures Brownfield Redevelopment Project calls for the redevelopment of the site commonly known as 15101 W. 11 Mile Rd. which comprises five (5) parcels of land identified as parcel ID 52-25-19-103-001, 52-25-19-103-002, 52-25-19-103-003, 52-25-19-103-004 and, 52-25-19-

103-012. The original building will remain, and two additional single-story buildings will be constructed on the site totaling approximately 13,550 square feet of industrial flex space.

The Project includes prior to redevelopment of the property, a number of eligible activities that must be undertaken to address the over 75 years of light industrial and well drilling operations on the property that include: Complete hazardous building material abatement; address the PCB contamination discovered on-site in various areas in the soils through TSCA corrective action measures; excavate and dispose of off-site any contaminated soils that were identified during the Phase II ESA that exceed the VIAP Screening Levels. Excavate and dispose of any remaining excess soil associated with construction that is identified as contaminated and import clean soil as necessary to complete land balance of site.

The City of Oak Park Economic Development Department in collaboration with EGLE has also requested a \$900,000 Grant Award to address the environmental contamination on the property. The Project will result in the creation of approximately 12-15 high-tech full-time jobs in addition to temporary construction jobs.

The total City of Oak Park capture will range from year one of approximately \$4,600 to year 30 at \$18,923. Administrative fees of 10% are included to help administer the plan. The total capture from Oak Park millages over the term of the plan is estimated to be \$502,908 with \$101,596 being captured the last five years for the Brownfield Revolving Loan Fund.

CM-05-158-23 (AGENDA ITEM #8F) REQUEST TO APPROVE THE PROPOSED CORSAUT BUILDING VENTURES, LLC BROWNFIELD PLAN REIMBURSEMENT AGREEMENT - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the proposed Corsaut Building Ventures, LLC Brownfield Plan Reimbursement Agreement.

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

MOTION DECLARED ADOPTED

Ms. Marrone indicated Corsaut Building Ventures, LLC, 15101 W. 11 Mile Rd., has submitted a Brownfield reimbursement agreement with the City of Oak Park that has been reviewed and approved by the City Attorney.

SPECIAL LICENSES: None

ACCOUNTING REPORTS:

CM-05-159-23 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF INVOICES SUBMITTED BY GARAN, LUCOW, MILLER, P.C. FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$13,408.34 - APPROVED

Motion by Radner, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve payment of invoice #608266 to Garan, Lucow, Miller P.C., for legal services rendered through April 30, 2023 in the total amount of \$13,408.34.

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

MOTION DECLARED ADOPTED

BIDS:

CM-05-160-23 (AGENDA ITEM #12A) REQUEST TO AWARD THE BID FOR THE 2023 BLOCK PRUNING PROJECT, M-748 TO URBAN TREE TRIMMING SERVICES, OF DETROIT, MI, FOR THE TOTAL AMOUNT OF \$95,000.00 - APPROVED

Motion by Radner, seconded by Burns, CARRIED UNANIMOUSLY, to award the bid for the 2023 Block Pruning Project, M-748 to Urban Tree Trimming Services, of Detroit, MI, for the total amount of \$95,000.00.

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

MOTION DECLARED ADOPTED

DPW Director DeCoster indicated the request to re-bid the 2023 Block Pruning Project, M-748 was approved (CM-10-325-22) at the October 3, 2022, regular meeting of the Oak Park City Council. This was because no contractors bid on the original project. The project was advertised, and seventeen (17) contractors viewed the documents and on April 25, 2023, three (3) bids were received and opened. The low bidder, Urban Tree Trimming Services, of Detroit, MI, submitted a bid of \$70.00 and \$125.00 per tree.

ORDINANCES: None

CITY ATTORNEY: No Report

CITY MANAGER:

Administration

CM-05-161-23 (AGENDA ITEM #15A) RESOLUTION TO APPROVE THE EXTENSION OF THE ARENA MANAGEMENT AGREEMENT WITH ROLSTON HOCKEY LLC FOR CITY PROPERTY AT 13950 OAK PARK BLVD - APPROVED

Motion by Radner, seconded by Burns CARRIED UNANIMOUSLY, to adopt the following resolution approving the extension of the Arena Management Agreement with Rolston Hockey LLC for city property at 13950 Oak Park Blvd:

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

A RESOLUTION OF THE OAK PARK CITY COUNCIL TO APPROVE THE EXTENSION
OF THE ARENA MANAGEMENT AGREEMENT WITH ROLSTON HOCKEY LLC
FOR CITY PROPERTY AT 13950 OAK PARK BLVD.

WHEREAS, Section 2.3 of the Oak Park City Charter vests with the city the power to provide for the leasing of city property subject to any restrictions placed thereon by statute and the Charter; and

WHEREAS, any lease of city owned property is subject to an affirmative vote of four or more members of the council, with fair consideration as determined by the council; and

WHEREAS, June 1, 1996, the City entered into an Arena Management Agreement, as amended and extended by an Extension of Arena Management Agreement dated January 2014, that was subsequently assigned to Rolston Hockey LLC pursuant to an Assignment and Assumption of Arena Management Agreement dated July 15, 2016 for the recreational facility commonly known as the Oak Park Ice Arena at 13950 Oak Park Blvd., Oak Park, Michigan; and

WHEREAS, the Arena Management Agreement is set to expire on June 30, 2023 and Rolston Hockey LLC has requested an extension to the current lease term for the Oak Park Ice Arena beginning July 1, 2023 and terminating June 30, 2025, with the option for further extension subject to the approval of city council. As consideration for the proposed extension, Rolston Hockey LLC shall pay \$2,500 per month to the City in accordance with the parties' prior agreement, in addition to assuming responsibility for all maintenance and repair of the structure, and all costs and expenses incurred in connection with the operation of the arena;

NOW THEREFORE BE IT RESOLVED:

1. The City Council hereby authorizes the extension of the Arena Management Agreement for city property known as 13950 Oak Park Blvd, Oak Park, MI for a two-year term commencing July 1, 2023 and terminating June 30, 2025. The approved extension terms are attached hereto as an addendum.
2. The City Council has determined that the proposed rental rate for the premises of \$2,500.00 per month, in addition to Rolston Hockey LLC's agreement to assume responsibility for all maintenance, repairs and operations at the structure represent fair consideration for Rolston Hockey LLC's possession of the premises for a period of two-years;
3. That based upon the foregoing findings and determinations, the proposed extension terms attached hereto as an Addendum appear to be in the best interest of the City, and the City Council approves the execution of the attached addendum by the City Manager on behalf of the City of Oak Park, copies of which are attached to this resolution.
4. That any renewal of the lease beyond the two-year period shall be subject to the approval of the City Council as required by Section 13 of the Charter.
5. All resolutions inconsistent with this Resolution be and hereby are rescinded to the extent of such inconsistency.

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

MOTION DECLARED ADOPTED

Economic Development and Planning

CM-05-162-23 (AGENDA ITEM #15B) REQUEST TO AUTHORIZE THE CITY MANAGER TO SIGN A PURCHASE AGREEMENT FOR THE SALE OF THREE VACANT CITY PARCELS AT EIGHT MILE ROAD & E. FERN AVENUE TO BARTON MALOW COMPANY, SUBJECT TO EASEMENTS BEING RETAINED BY THE CITY FOR UTILITIES - APPROVED

Motion by Whitehead, seconded by Burns, CARRIED UNANIMOUSLY, to authorize the City Manager to sign a purchase agreement for the sale of three vacant city parcels at Eight Mile Road & E. Fern Avenue to Barton Malow Company, subject to easements being retained by the city for utilities.

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

MOTION DECLARED ADOPTED

Municipal Services Director Marrone indicated the city owns three vacant parcels at the Eight Mile Road & E Fern Avenue. The parcels were acquired by the city between 1983 and 1984 and their size renders them ineligible for development unless acquired by an adjacent property owner. All the parcels are zoned industrial. The Barton Malow Company has submitted a request to purchase these vacant parcels from the city.

Parcel 25-32-376-015 consists of approximately 0.69 acres running along 394.85 feet of Fern Street. The assessor has advised that if assessing the parcel for taxable purposes, the parcel would have a value of \$10,250.

Parcel 25-32-376-018 consists of approximately 0.440 acres with 24 feet of frontage on 8 Mile Road running 800 feet along the east side of Fern Avenue. The assessor has advised that if assessing the parcel for taxable purposes, the parcel would have a value of \$8,300.

Parcel 25-32-351-032 consists of approximately 0.480 acres with 30 feet of frontage on 8 Mile Road and running 698.32 feet along the west side of Fern Avenue. The assessor has advised that if assessing the parcel for taxable purposes, the parcel would have a value of \$6,350.

The total market value of the parcels is projected to be \$24,900, plus recovery of costs incurred by the City for surveys. Any sale would be subject to easements retained by the city for utilities. The sale of the parcels is in the best interests of the city because they do not offer any independent development potential; the City continues to incur costs for storm water charges associated with the parcels; and the sale will restore the parcels to productive use by an existing Oak Park business, having the net effect of encouraging further business development within the city.

Department of Public Works/Facilities

CM-05-163-23 (AGENDA ITEM #15C) REQUEST TO APPROVE A ONE-YEAR LEASE EXTENSION FOR 13650 OAK PARK BLVD., SUITE A TO HATZALAH OF MICHIGAN – APPROVED

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve a one-year lease extension for 13650 Oak Park Blvd., Suite A to Hatzalah of Michigan:

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

A RESOLUTION OF THE OAK PARK CITY COUNCIL TO APPROVE THE RENEWAL OF A LEASE
OF CITY PROPERTY LOCATED AT 13650 OAK PARK BLVD., STE A, TO HATZALAH OF
MICHIGAN

WHEREAS, Section 2.3 of the Oak Park City Charter vests with the city the power to provide for the leasing of city property subject to any restrictions placed thereon by statute and the Charter; and

WHEREAS, any lease of city owned property is subject to an affirmative vote of four or more members of the council, with fair consideration as determined by the council; and

WHEREAS, Hatzalah of Michigan, a Michigan non-profit Corporation, has submitted a request to renew its current lease of city owned property at 13650 Oak Park Blvd., Ste A, for the sum of \$12,883.00 per year, payable in equal monthly installments of \$1,073.58 (\$13 per square foot annually for 991 square feet), inclusive of all utility services for the premises, including water, sewer, gas, and electricity, with the proposed lease terms attached hereto as an addendum;

WHEREAS, Hatzalah of Michigan has requested an additional 921 square feet of storage / training space and if agreed upon by the parties, an additional sum of \$997.75 per month will be added to the monthly rental amount.

WHEREAS, the proposed renewal of the lease term is for twelve (12) months, commencing on May 16, 2023 and expiring on April 30, 2024, with the option to request renewal of the lease annually subject to the approval of city council;

NOW THEREFORE BE IT RESOLVED:

1. The City Council hereby authorizes the lease of city property known as 13650 Oak Park Blvd., Ste A, Oak Park, MI for the sum of \$12,883.00 per year, payable in equal monthly installments of \$1,073.58 (\$13 per square foot annually for 991 square feet), inclusive of all utility services for the premises, including water, sewer, gas, and electricity. 921 square feet of storage / training space may be included in the lease as consideration for an additional payment of \$997.75 per month for the duration of the lease term, bringing the total monthly rental to \$2,071.33. The approved lease terms are attached hereto as an addendum.
2. The City Council has determined that the proposed rental rate for the premises of \$12,883.00 per year (\$24,856.00 including storage / training space) payable in monthly installments of \$997.75 (\$2,071.33 including storage / training space) per month, represents fair consideration for Hatzalah's possession of the premises for a period of twelve (12) months.
3. That based upon the foregoing findings and determinations, the proposed lease renewal terms attached hereto as an Addendum appear to be in the best interest of the City, and the City Council approves the execution of the attached lease renewal by the City Manager on behalf of the City of Oak Park, copies of which are attached to this resolution.
4. That any renewal of the lease beyond the twelve-month period shall be subject to the approval of the City Council as required by Section 13 of the Charter.

All resolutions inconsistent with this Resolution be and hereby are rescinded to the extent of such inconsistency.

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

MOTION DECLARED ADOPTED

The City of Oak Park is currently leasing space (13650 Oak Park Blvd, Suite A) to the non-profit group Hatzalah of Michigan (Hatzalah). A previous lease renewal was approved on April 3, 2023; however, a modification was made to the monthly payment terms. This agreement would extend the lease for a period from May 16, 2023, through April 30, 2024. This year's lease extension includes a modest increase in rent as well as the lease of additional space. Hatzalah has been a great tenant and has occupied this space for the past six years.

Recreation

CM-05-164-23 (AGENDA ITEM #15D) REQUEST TO APPROVE A SWIMMING POOL USE AGREEMENT BETWEEN THE CITY OF OAK PARK AND THE CITY OF SOUTHFIELD - APPROVED

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve a Swimming Pool Use Agreement between the City of Oak Park and the City of Southfield:

SWIMMING POOL USE AGREEMENT BETWEEN THE CITY OF OAK PARK & THE CITY OF SOUTHFIELD

This Swimming Pool Use Agreement ("Agreement") is made and entered into as of the 15th day of May, 2023, by and between the City of Oak Park, a Michigan municipal corporation ("Oak Park"), and the City of Southfield, a Michigan municipal corporation ("Southfield"), for the use of the Oak Park Municipal Swimming Pool, located at 14300 Oak Park Blvd, Oak Park, MI 48237 (the "Pool").

WHEREAS, Oak Park owns and maintains an outdoor municipal swimming pool located at 14300 Oak Park Blvd, Oak Park, MI 48237 that is conducive to hosting and holding recreational water activities; and

WHEREAS, Southfield is desiring that its residents have access to and use of the Pool as permitted by the terms of this Agreement.

NOW, THEREFORE, in consideration for the use of the Pool and of the mutual covenants and agreements herein set forth, Oak Park and Southfield agree as follows:

1. Use. Oak Park agrees to allow Southfield residents to use the Pool during the Term of this Agreement on the dates and times, and based on the rates as set forth herein (which may change from time to time at the discretion of Oak Park). Southfield expressly acknowledges and agrees that Oak Park reserves the right to close the Pool at any time, with or without notice to Southfield, for maintenance, cleaning, or staffing issues. Nothing in this Agreement shall be construed as a guarantee that Southfield residents will have access to the Pool at any time should any of these issues arise.
 - A. Southfield Residents shall have access to the Pool during its normal operating hours and shall pay the Oak Park pool use fee paid by Oak Park Residents ("the Resident Rate") with proof of Southfield residency.

- B. The Resident Rate will be charged for Open Swim (Daily and Season Passes), Lap Swim, Water Aerobics, and Male-Only/Female-Only Swim sessions. Oak Park's Recreation Department will create a tabulation option in the registration software to maintain accurate counts of each activity for Southfield Residents.
 - C. Oak Park will also rent the Pool to the Southfield Parks & Recreation Department at the rate established in this Agreement on Saturdays and Sundays during the Term of the Agreement and designated as "Southfield Days."
2. Term. Subject to the terms and conditions of this Agreement, the use granted in Section 1 above shall commence on June 10, 2023 ("Commencement Date"), and shall expire on August 19, 2023 (the "Termination Date"). Both Oak Park and Southfield agree that each Party has the unrestricted right to terminate, revoke or otherwise cancel this Agreement upon thirty (30) days prior written notice of such intent.
3. Fees. Southfield shall remit payment to Oak Park for the Term of the Agreement as follows:
- A. Southfield Residents shall pay the Resident Rate for use of the Pool from June 10, 2023, to August 19, 2023, and Southfield shall pay Oak Park the difference per swimmer between the Resident Rate and the Non-Resident Rate.
 - B. The Southfield Parks & Recreation Department is permitted to rent the facility up to six (6) times at the rate charged for a full-pool rental (\$310.00 per 2-hour session) during the Term of this Agreement. The full-pool rental will be for Southfield Residents only to use the Pool free-of-charge as designated in Section 1 as "Southfield Days".
 - C. Southfield shall remit payment of the rental fees within thirty (30) days of the date of each invoice to the following address:

City of Oak Park
Attention: Recreation Department
14300 Oak Park Blvd.
Oak Park, MI 48237
4. No Third-Party Beneficiaries. Except as provided for the benefit of the Parties, this Agreement does not, and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right in favor of any other person or entity.
5. Applicable Law. This Agreement shall be governed by the laws of the State of Michigan, and any questions arising hereunder shall be construed and determined according to such laws.

6. Entire Agreement. This Agreement is the entire agreement between the Parties hereto with respect to the subject matter hereof and supersedes all prior agreements between the Parties with respect to the matter contained in this Agreement. Any waiver, modification, consent, or acquiescence with respect to any provision of the Agreement shall be set forth in writing and duly executed by both Parties. No waiver by any Party or any breach hereunder shall be deemed a waiver of any other subsequent breach.
7. Assignment. The City of Southfield shall have no right to assign, sublicense or otherwise transfer its rights hereunder.
8. Notices. All notices that may be or are required to be given by either party to the other hereunder shall be in writing. All notices hereunder shall be sufficiently given, made or delivered if served personally or by certified or registered mail, postage prepaid, addressed as follows:

City of Southfield Parks and Recreation
Attention: Terry Fields
26000 Evergreen Road
Southfield, MI 48076

City of Oak Park
Recreation Department
Attention: Laurie Stasiak
14300 Oak Park Blvd
Oak Park, MI 48237

With Copy to City Attorney's Office
26000 Evergreen Road
Southfield, MI 48076

9. Signs. Southfield may not place any temporary signs upon the Pool property without the prior and express written approval of Oak Park.
10. Non-Exclusive: This Agreement is not exclusive, and Oak Park reserves the right to use or permit others to use any part of the Pool for any purpose as long as such use does not unreasonably interfere with any of the uses agreed upon in this Agreement.

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

MOTION DECLARED ADOPTED

CM-05-165-23 (AGENDA ITEM #15E) REQUEST TO APPROVE THE NAME *OAK PARK AND BARK* FOR THE NEW LESSINGER PARK DOG PARK - APPROVED

Motion by Edgar, seconded by Burns, CARRIED UNANIMOUSLY, to approve the name Oak Park and Bark for the new Lessenger Park Dog Park.

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

MOTION DECLARED ADOPTED

The Dog Park Committee engaged residents via a survey (February 9-March 23, 2023) to select the name for the new Lessenger Park Dog Park. Residents voted on names that the committee proposed or provided their own suggestions. Oak Park and Bark was the first-place choice among the 223 resident voters. This name was approved by the Parks and Recreation Commission at their April 19th meeting.

CM-05-166-23 (AGENDA ITEM #15F) RESOLUTION AUTHORIZING THE APPLICATION FOR THE BEER AND WINE SPECIAL EVENT LICENSE FOR THE CITY OF OAK PARK SUMMER BLAST TO BE HELD JUNE 16 THRU 18, 2023 - APPROVED

Motion by Burns, seconded by Radnerr, CARRIED UNANIMOUSLY, to adopt a resolution authorizing the application for the Beer and Wine Special Event License for the City of Oak Park Summer Blast to be held June 16 thru 18, 2023.

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

MOTION DECLARED ADOPTED

Municipal Services/Engineering

CM-05-167-23 (AGENDA ITEM #15G) REQUEST TO APPROVE PAYMENT APPLICATION NO. 1 FOR \$270,145.17 AND CHANGE ORDER NO. 1 FOR \$3,663.27 TO INNER CITY CONTRACTING OF DETROIT, MICHIGAN FOR THE 2023 WATER MAIN AND ROAD REPLACEMENT PROJECT, M-750 - APPROVED

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve Payment Application No. 1 for \$270,145.17 and Change Order No. 1 for \$3,663.27 to Inner City Contracting of Detroit, Michigan for the 2023 Water Main and Road Replacement Project, M-750.

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

MOTION DECLARED ADOPTED

Payment Application No. 1 and Change Order No. 1 for the 2023 Water Main and Road Replacement Project, M-750 by Inner City Contracting LLC of Detroit, MI. This project will replace the water mains in specific areas of the city and also replace the pavement on Cloverdale Ave and Northfield Ave. This project is approximately 13% complete. Change Order No. 1 includes additional signage for a detour at Northfield and survey work.

(AGENDA ITEM #15H) Removed from the agenda. Request to approve Payment Application No. 4 for \$182,195.91 and Change Order No. 1 for \$10,751.04 to Michigan Fence Outlet of Macomb, Michigan for the 2021 Greenfield Fence Project, M-735.

CALL TO THE AUDIENCE:

Donald Jones, 24660 West Hampton, thanked the city for its sewer cleaning program.

Ken Sherman, 23840 Jerome, discussed concerns regarding MDOT's plan to replace the I-696 bridge.

Edward Howard, 21630 Kipling, expressed concerns about DTE and power outages, speeding in his neighborhood and the ongoing deer problem in the area.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:55 p.m.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 5, 2023

SUBJECT: Resolution to continue participation in the Oakland County Community Development Block Grant program for program years 2024, 2025 and 2026.

DEPARTMENT: Municipal Services, KM

SUMMARY: The U.S. Department of Housing and Urban Development requires Oakland County to renew the cooperation agreements with participating communities every three years. Oak Park has participated in this program for many years and has received funding for yard services and code enforcement. A City Council resolution is required to continue the City's participation in the CDBG program.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: To adopt the resolution opting into the Oakland County's Urban County Community Development Block Grant (CDBG) programs for the program years 2024, 2025 and 2026.

APPROVALS:

City Manager: _____ET_____

Director: _____KM_____

Finance Director: _____SC_____

EXHIBITS: CDBG Resolution.

Community Development Block Grant (CDBG) Program
Oakland County, Michigan
Urban County Qualification 2021-2023

We resolve to opt into Oakland County's Urban County Community Development Block Grant (CDBG) programs for the program years 2024, 2025 and 2026. Furthermore, we resolve to remain in Oakland County's Urban County Community Development programs, which shall be automatically renewed in successive three-year qualification periods of time, or until such time that it is in the best interest of the local Community to terminate the Cooperative Agreement.

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

**A RESOLUTION OF THE OAK PARK CITY COUNCIL TO OPT INTO OAKLAND
COUNTY'S URBAN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) PROGRAMS FOR THE PROGRAM YEARS 2024, 2025 AND 2026**

At a meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held at the city hall located at 14000 Oak Park Boulevard on the 5th day of June 2023 at 7:00 P.M., with those present and absent being,

PRESENT:

ABSENT:

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

BE IT RESOLVED:

1. The City Council hereby opts into Oakland County's Urban County Community Development Block Grant (CDBG) programs for the program years 2024, 2025 and 2026. Furthermore, we resolve to remain in Oakland County's Urban County Community Development programs, which shall be automatically renewed in successive three-year qualification periods of time, or until such time that it is in the best interest of the local Community to terminate the Cooperative Agreement.

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 5, 2023 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

**CITY OF OAK PARK
BEAUTIFICATION ADVISORY COMMISSION
MEETING MINUTES
APRIL 18, 2023**

Present: Commissioners Lonnie Tabb-Upshaw, Santhia Guinn, Deborah Williamson, Michelle Franklin, Idella Bailey, Mattie Boykin, DPW Director David Decoster, DPW Administrative Clerk II Tiffany Brown

Absent: City Council Member Carolyn Burns, Commissioner Chrystal Wagner

Guest: None

Meeting called to order at 7:00 pm

APPROVAL OF MINUTES: February 21, 2023

MOTION by Idella Bailey, SECONDED by Deborah Williamson to approve the Beautification Advisory Commission meeting minutes of February 21, 2023.

YES: ALL

NO: NONE

Motion Carried

City Liaison Communication/Highlights

- Road project – Resurfacing Nine Mile from Pinecrest to Coolidge; There will be removal of islands and bike lanes installed on the south side of nine mile. Rain gardens will be incorporated into the project for beautification efforts.
- City Beautification efforts include spring clean up and planting flowers and flowerpots in front of City Hall.
- Arbor Day and tree planting event.
- State of the City address will be held on May 11th in the Community Center.

Flower Sale

Chairperson Lonnie Tabb-Upshaw asked all commissioners to arrive by 9:00 a.m. to support and help set up the annual flower sale. She has reached out to the vendor for assistance with cashiering and copies of the price list so members can familiarize themselves with the price and product. Commissioner Deborah Williamson suggested each table should be labeled with each flowerpot size along with the price ahead of time. Once the price list is received it will be distributed to the commissioners for review.

Flower Exchange

The Flower exchange will be held on June 11, 2023. Commissioners were asked to bring seeds and flowers to exchange. The recreation center suggested that the commission have the Flower Exchange in front of the community center due to setting up for the Juneteenth and Summer Blast event.

Floral Tea

Chairperson Lonnie Tabb-Upshaw stated that after meeting with the recreation coordinator Maralee that due to recreation department unable to fulfill the date of the exchange the commission will not be able to hold the Floral tea this year and will later set a date for 2024. The commission will also have to make sure that the event is planned for a Friday, Saturday, or Sunday. The commission would also like to have a fundraiser to help fund the event.

Budget

DPW Director David Decoster stated that he has proposed an amount of \$3,000 for a budget for the commission and that it must get approved by the city council. He stated that if approved by the city council it will be adopted by Mid-May. The commission will be notified in the next meeting if the budget is approved.

Juneteenth Celebration

The Juneteenth celebration will be held on June 18th during the Summer Blast event. Entertainment will include music, a fashion show, hustle dancing and an art exhibition in the library.

Fourth of July Parade

Commissioners were reminded that they can decorate their vehicles for the Fourth of July Parade and to save the date if they plan to participate.

BCSEM Quarterly Meeting

The next BCSEM quarterly meeting will be held on June 15th at the Bayview Yacht Club in Detroit. Chairperson Lonnie Tabb-Upshaw stated that the commission has been asked to host a BCSEM quarterly meeting, and that the goal for the commission will be to host in the month of December.

General Discussion

DPW Director David Decoster mentioned that an online form was created for residents to nominate a home for a Beautification Award and that it will continue to be available until the nomination end date July 24, 2023.



CITY OF OAK PARK

Saundra Crawford, Director
Department of Finance

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

MEMORANDUM

Date: May 9, 2023

To: Erik Tungate, City Manager

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

Re: Third Quarter FY 2022-23 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 on March 31, 2023. 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 \$36,319,314 (market value) including cash in the operating account of \$4,330,173 (excluding outstanding checks and other adjustments), short-term investments in Investment Pools of \$9,578,830, money market of \$10,985,214, commercial paper of \$3,989,342 and long-term investments total \$7,435,755. The City has maximized investment return on short-term cash by utilizing Investment Pools and took advantage of a special money market rate. During this quarter the majority of the funds have been invested in money market, investment pools and commercial paper as they provides the greatest yield and security while interest rates continue to rise due to inflation concerns. Longer-term investments purchased in previous quarters continue to see a decrease in the unrealized losses as the interest rates on fixed income securities stabilized. Investment income for the months of January through March 2023 included interest income of \$270,867 and unrealized gains on investments of \$178,060.

During the third quarter actual investment returns continued to increased with the rise in interest rates (approximately 4.6%) which includes the reversal of prior quarters unrealized losses of existing longer-term investments. The increase in actual returns is expected to

continue as the Feds have warned of possible additional interest rate increases in the coming quarter along with the reversal of unrealized losses on longer-term investment as they get closer to maturity.

City of Oak Park
Summary of Cash and Investments Held
March 31, 2023

	<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		\$ 4,330,173	\$ 4,330,173	11.65%	0.0300%	0.0300%	1	Huntington
Huntington Bank - Accounts Payable		-	-	0.00%	0.0300%	0.0300%	1	Huntington
Huntington Bank - Payroll		-	-	0.00%	0.0300%	0.0300%	1	Huntington
Money Market								
Fifth Third - Money Market		-	-	0.00%	3.5000%	3.5000%	1	Fifth Third
Comerica Securities - Money Market		-	-	0.00%	1.0000%	1.0000%	1	Comerica
Huntington Bank - Money Market		10,985,214	10,985,214	29.55%	4.5000%	4.5000%	1	Huntington
Government Securities								
Federal Home Loan BA SER RA-9025	4/21/2025	665,155	677,960	2%	1.7500%	1.7500%	751	Fifth Third
Federal Home Loan BA SER BJ-9025	11/17/2025	533,982	570,000	1.53%	0.7500%	0.7500%	961	Fifth Third
Federal Home Loan BA SER L5-2025	12/26/2025	459,040	495,000	1.33%	0.9000%	0.9000%	1000	Fifth Third
Federal Home Loan BA SER E6-9026	2/18/2026	935,460	992,000	2.67%	1.7500%	1.7500%	1054	Fifth Third
Federal Home Loan BA SER F1-9026	2/24/2026	1,367,292	1,443,475	3.88%	1.1250%	1.1250%	1060	Fifth Third
Municipal Bonds								
Kalkaska Mich Sch Bldg	5/1/2023	145,126	145,277	0.39%	6.1000%	6.1000%	31	Fifth Third
Michigan Fin Auth Rev Taxable Tobacco	6/1/2024	954,480	965,000	2.60%	1.3760%	1.3760%	427	Fifth Third
South Lyon Mich Comm Schools	5/1/2023	49,923	50,036	0.13%	2.8900%	2.8900%	31	Comerica
Michigan Fin Auth Rev Taxable Hosp Ref	12/1/2030	409,727	490,720	1.32%	2.9540%	2.9540%	2435	Comerica
Certificate of Deposits								
Capital One Natl Assn	8/18/2025	963,630	1,000,000	2.69%	3.3000%	3.3000%	870	Fifth Third
Capital One Natl Assn	8/17/2026	951,940	1,000,000	2.69%	3.3500%	3.3500%	1234	Fifth Third
Commercial Paper								
Banco De Credito	4/6/2023	1,998,380	1,966,567	5.29%	3.2156%	3.2156%	6	Fifth Third
American Honda Fin Corp	5/8/2023	1,492,194	1,487,603	4.00%	5.0000%	5.0000%	38	Huntington
Nutrient LTD	4/18/2023	498,768	995,710	2.68%	4.8700%	4.8700%	18	Huntington
Investment Pool								
Local Government Investment Pool		9,578,617	9,578,617	<u>25.77%</u>	0.1740%	0.1740%	1	MIClass
Oakland County Investment Pool		<u>213</u>	<u>213</u>	<u>0.00%</u>	0.1740%	0.1740%	1	Oakland County
Total		<u>\$ 36,319,314</u>	<u>\$ 37,173,565</u>	<u>100.00%</u>				



CITY OF OAK PARK

Saundra Crawford, Director
Department of Finance

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

MEMORANDUM

Date: May 23, 2023

To: Erik Tungate, City Manager

From: Saundra Crawford

Re: 3rd Quarter Budget to Actual Report, General Fund

The purpose of this memorandum is to highlight fiscal year-to-date revenue and expenditure activity through the third quarter ending March 31, 2023 (see attached report for budget-to-actual by department activity for the General Fund only). Through the third quarter, generally, revenues and expenditures should represent 75% of the annual budget.

GENERAL FUND

REVENUES

Total revenues for the third quarter total approximately \$20.3 million, representing approximately 81% of the annual budget. Overall revenues are on track with budget with the following items of note:

- **Property Tax Revenue** – City property tax levies are billed July 1 and payable in full without penalty by August 31, 2023. As of the end of the third quarter approximately 96% of the taxes billed had been paid. Any unpaid real property taxes will be purchased from the City by Oakland County in May 2023. Property tax revenue is the primary reason the overall revenues are at 81% to date.
- **Intergovernmental Revenue (State Revenue Sharing)** – The City receives six bi-monthly payments annually for state-shared revenue. The third quarter report reflects three fiscal 2023 payments as the August 31, 2023, payment by statute is included as part of the June 30, 2023 revenues. The City will receive payments on April 30, June 30 and August 31 (2023) related to the current fiscal year. The estimated annual revenue included in the budget totals \$4,319,714.

- Fines and forfeiture revenue received from the 45th District Court is budgeted for a total of \$1,207,000 of which \$788,312 or 65% was received through the third quarter. Overall court revenue continues to be less than prior year and less than budget due the reduced number of tickets written by all communities. The court has done a good job reducing their costs to offset some of the lost revenue, but the City's net contribution continues to increase. The revenue received is used to offset a portion of the court's operating costs. Finance will continue to monitor both the court revenue and expenditure budgets and amended as necessary.
- Federal grants revenue includes \$560,000 for police body cams and \$950,000 of ARPA funds. The City did not receive/record any of the federal funds through March 31, 2023 but expects to receive all funds by the end of the fiscal year.
- Cable franchise fee revenue is budgeted at \$452,000 and includes only the first two quarter payments of \$225,944. Cable revenue is received approximately 30 days after the end of each quarter with the third quarter payment being received in April 2023.

EXPENDITURES

Total expenditures for the third quarter total approximately \$16.9 million, representing approximately 66% of the annual budget. Overall departmental expenditure budgets are on track with the following items of note (departments over 75%):

- Defined benefit pension contributions for the Employees Retirement and Public Safety Retirement Systems are at 77% through the third quarter and impacted any department who has employees eligible for that system. The contribution rate will be decreased for future quarters to get the expenditure back to the budgeted amounts along with adjustments recommended in the third quarter budget amendment.
- The Elections and City Clerk's Departments are at 83% and 80%, respectively due to the two budgeted elections took place during the first two quarters of the year. New unfunded election mandates have increased department costs and amendments are recommended for the third quarter.
- The Finance & Admin. Services Department is at 81% of their budget due to the significant number of employees included in the defined benefit pension plan (see bullet number 1 above). The overall budget is in line with the current annual projections.
- The recreation departments including Recreation Admin (78%) and Senior Services (77%) are currently over the 75% guideline primarily due to their costs being seasonal in nature as a significant part of their budget includes summer programming. The overall budget is in line with the current annual projections.

The current amended budget includes roll over budget amendment from fiscal year 2021/22 of \$450,000, an increase for prosecuting attorney fees of \$15,000 and the purchase of pistols for public safety of \$54,578 for a total use of fund balance of \$519,578. Overall, the General Fund operations are in line with the annual budget. The projected fund balance remains at the targeted level of 17% of annual expenditures.

05/23/2023

REVENUE AND EXPENDITURE REPORT FOR CITY OF OAK PARK
 PERIOD ENDING 03/31/2023
 % Fiscal Year Completed: 75.07

GL NUMBER	END BALANCE 06/30/2022 NORM (ABNORM)	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND						
00.000 - NONE	19,440,081.28	19,234,926.00	19,603,510.00	14,932,727.12	4,670,782.88	76.17
17.345 - PUBLIC SAFETY	4,883,771.09	5,203,500.00	5,280,010.00	5,133,688.88	146,321.12	97.23
19.752 - RECREATION ADMINISTRATION	254,767.92	264,670.00	264,670.00	257,966.16	6,703.84	97.47
TOTAL REVENUES	24,578,620.29	24,703,096.00	25,148,190.00	20,324,382.16	4,823,807.84	80.82
10.101 - CITY COUNCIL AND MAYOR	62,632.74	96,681.00	96,681.00	45,647.20	51,033.80	47.21
11.172 - CITY MANAGER	474,168.99	513,631.00	526,631.00	392,104.24	134,526.76	74.46
11.270 - HUMAN RESOURCES	260,342.33	291,152.00	291,152.00	178,102.90	113,049.10	61.17
11.611 - ECONOMIC DEVELOPMENT	256,120.92	281,039.00	282,859.00	202,687.93	80,171.07	71.66
12.258 - MANAGEMENT INFORMATN SERVICE	249,720.33	306,281.00	306,281.00	165,931.20	140,349.80	54.18
13.210 - CITY ATTORNEY	245,394.07	274,600.00	274,600.00	170,290.05	104,309.95	62.01
13.229 - PROSECUTING ATTORNEY	71,660.04	80,000.00	95,000.00	54,499.83	40,500.17	57.37
14.191 - ELECTIONS	226,463.46	290,585.00	315,585.00	261,426.85	54,158.15	82.84
14.215 - CITY CLERK	123,320.35	123,730.00	129,730.00	103,922.95	25,807.05	80.11
15.201 - FINANCE & ADMIN SERVICES	569,563.05	456,598.00	558,106.00	454,325.21	103,780.79	81.40
16.371 - INSPECTIONS	766,950.73	743,748.00	751,128.00	580,980.85	170,147.15	77.35
16.401 - TECH & PLANNING ADMIN.	241,489.19	246,597.00	241,837.00	137,469.22	104,367.78	56.84
16.447 - ENGINEERING	28,435.63	58,208.00	50,208.00	24,282.80	25,925.20	48.36
16.448 - STREET LIGHTING	471,433.63	541,000.00	541,000.00	321,295.62	219,704.38	59.39
17.345 - PUBLIC SAFETY	12,957,626.94	12,633,090.00	12,674,668.00	8,612,464.05	4,062,203.95	67.95
17.346 - PUBLIC SAFETY K-9	224,095.51	206,966.00	236,967.00	179,861.36	57,105.64	75.90
18.265 - BUILDING MAINTENANCE	757,339.33	836,461.00	976,461.00	692,004.47	284,456.53	70.87
18.441 - DPW ADMINISTRATION	57,100.47	20,982.00	20,982.00	10,555.88	10,426.12	50.31
18.443 - SHEPHERD PARK	78,321.10	147,891.00	155,891.00	72,922.92	82,968.08	46.78
18.444 - OTHER PARKS FORESTRY	607,589.72	148,741.00	572,006.00	50,980.24	521,025.76	8.91
19.752 - RECREATION ADMINISTRATION	386,992.62	431,749.00	543,629.00	423,961.07	119,667.93	77.99
19.753 - ATHLETICS	9,671.00	30,859.00	10,959.00	5,134.77	5,824.23	46.85
19.754 - OUTDOOR ACTIVITIES	80,636.61	85,351.00	101,151.00	60,903.37	40,247.63	60.21
19.755 - INSTRUCTIONAL ACTIVITIES	16,440.20	25,000.00	16,000.00	10,196.60	5,803.40	63.73
19.756 - SPECIAL RECREATION EVENTS	81,326.11	75,800.00	83,000.00	47,394.94	35,605.06	57.10
19.757 - SWIMMING POOL FACILITY	88,840.85	139,603.00	192,603.00	136,408.27	56,194.73	70.82
19.776 - SENIOR SERVICES	54,512.57	58,060.00	63,960.00	49,271.63	14,688.37	77.04
21.890 - NON DEPARTMENTAL	5,254,659.11	5,189,985.00	5,189,985.00	3,211,568.33	1,978,416.67	61.88
22.806 - COMMUNICATIONS & PUBLIC INFORMATION	271,461.02	368,708.00	368,708.00	222,716.99	145,991.01	60.40
TOTAL EXPENDITURES	24,974,308.62	24,703,096.00	25,667,768.00	16,879,311.74	8,788,456.26	65.76
TOTAL REVENUES	24,578,620.29	24,703,096.00	25,148,190.00	20,324,382.16	4,823,807.84	80.82
TOTAL EXPENDITURES	24,974,308.62	24,703,096.00	25,667,768.00	16,879,311.74	8,788,456.26	65.76
NET OF REVENUES & EXPENDITURES	(395,688.33)	0.00	(519,578.00)	3,445,070.42	(3,964,648.42)	663.05

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 5, 2023**AGENDA #**

SUBJECT: Request authorization to bid the 2023-2024 Miscellaneous Concrete Contract, M-754.

DEPARTMENT: Miscellaneous Concrete – Engineering *KMG*

SUMMARY: Plans and specifications are nearly complete for the 2023-2024 Miscellaneous Concrete Project, M-754. This project will replace deteriorated concrete patches throughout the City.

FINANCIAL STATEMENT: There is funding \$1,000,000 budgeted in FY 23/24 for these expenditures.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for the 2023-2024 Miscellaneous Concrete Contract, M-754 be approved. Funding is available in the Local Street Fund 203-18-479-970 and Water and Sewer Fund 592-18-538-970 for these expenditures.

APPROVALS:

City Manager: _____ ET _____

Department Director: _____ KM _____

Finance Director: _____ SC _____

Budgeted ☐**EXHIBITS:** Area Map

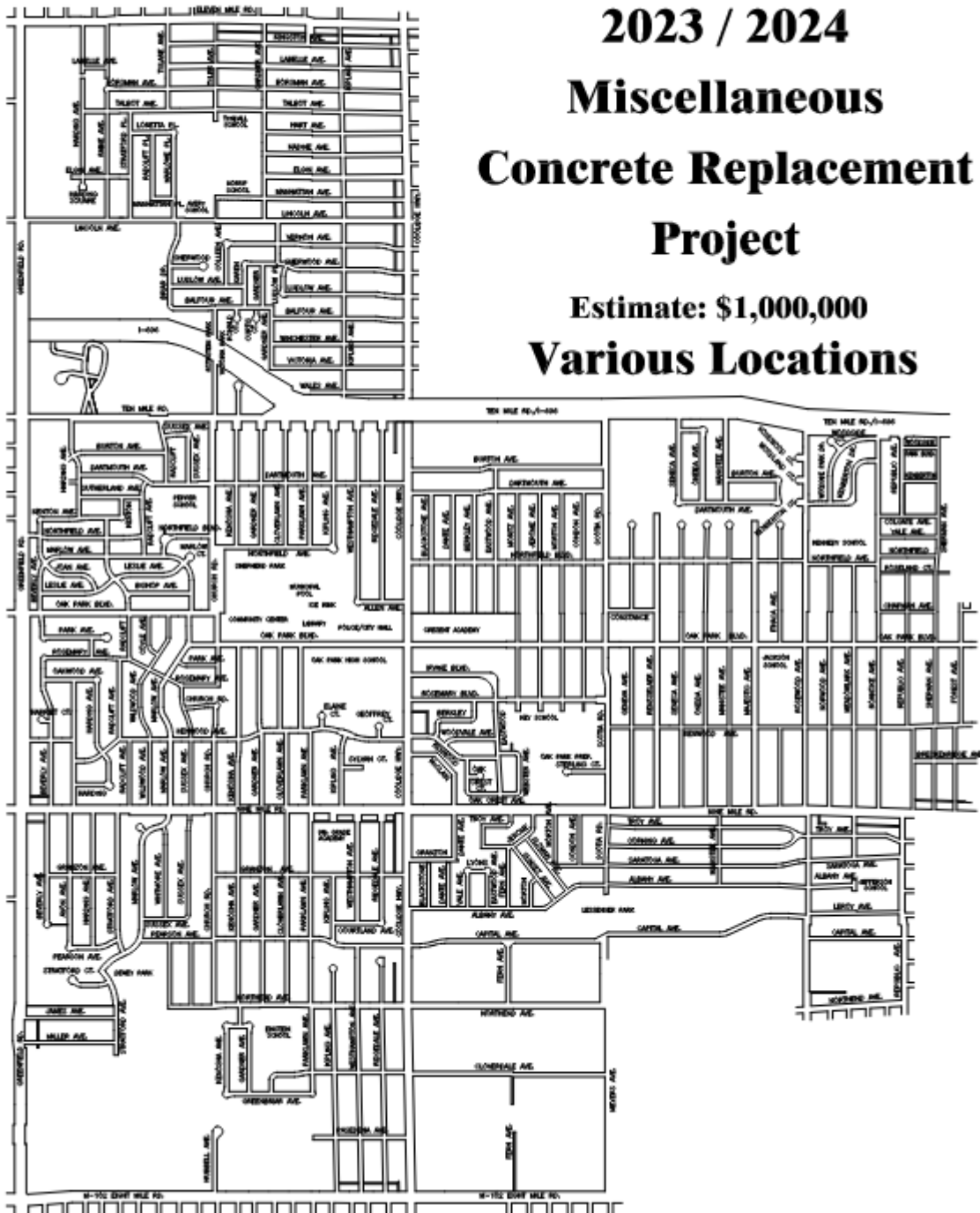
City of Oak Park

2023 / 2024

Miscellaneous Concrete Replacement Project

Estimate: \$1,000,000

Various Locations



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 5, 2023**SUBJECT:** Proposed payment request for Engineering Consulting Services.**DEPARTMENT:** DPW/Municipal Services – Engineering *KMG***SUMMARY:** Attached is a request for payment for invoices from OHM Advisors for the projects as listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
GIS DWAM Grant	\$15,104.50	\$161,146.25	\$176,250.75	\$240,000.00	592-18-538-970
Nine Mile Rd CE	\$54,104.50	\$6,544.75	\$60,649.25	\$457,000.00	202-18-479-970
Totals	\$69,209.00	\$167,691.00	\$236,900.00	\$697,000.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$69,209.00. Funding is available in the above listed accounts.

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

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



INVOICE

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

Invoice Date: 05/16/2023
Invoice #: 62900
Project: 0037228040

Project Name: Oak Park GIS DWAM

For Professional Services Rendered Through: May 06, 2023

Professional Services

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
Task 1: City & OHM Meetings	\$2,500.00	\$2,466.00	\$34.00	\$0.00
Task 2: Field Data Colleciton	\$160,000.00	\$139,442.50	\$20,557.50	\$10,368.00
Task 3: GIS Topology / Attribution Updates	\$30,000.00	\$14,955.75	\$15,044.25	\$4,468.00
Task 4: Application Development	\$45,000.00	\$4,282.00	\$40,718.00	\$268.50
Task 5: Eos GPS Configuration and Training	\$2,500.00	\$0.00	\$2,500.00	\$0.00
Totals	\$240,000.00	\$161,146.25	\$78,853.75	\$15,104.50

Invoice Total **\$15,104.50**

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



INVOICE

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

Invoice Date: 05/16/2023
Invoice #: 62900
Project: 0037228040

Project Name: Oak Park GIS DWAM

Task 2: Field Data Collection

Professional Services

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician I	108.00	96.00	\$10,368.00
Professional Services Subtotal	108.00		\$10,368.00
Task 2: Field Data Collection Total:	108.00		\$10,368.00

Task 3: GIS Topology / Attribution Updates

Professional Services

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician I	33.00	96.00	\$3,168.00
Technician III	10.00	130.00	\$1,300.00
Professional Services Subtotal	43.00		\$4,468.00
Task 3: GIS Topology / Attribution Updates Total:	43.00		\$4,468.00

Task 4: Application Development

Professional Services

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician I	1.00	96.00	\$96.00
Technician II	1.50	115.00	\$172.50
Professional Services Subtotal	2.50		\$268.50
Task 4: Application Development Total:	2.50		\$268.50

Total Backup:	153.50	\$15,104.50
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REMIT TO:
OHM Advisors
34000 Plymouth Road
Livonia, MI 48150
T 734.522.6711
F 734.522.6427
OHM-Advisors.com



INVOICE

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

Invoice Date: 05/16/2023
Invoice #: 62901
Project: 0037230003

Project Name: CE - Nine Mile Road Rehab

For Professional Services Rendered Through: May 06, 2023

Professional Services

Description	Fee	Prior Billed	Total Available	Current Billing
OHM	\$402,006.00	\$6,544.75	\$395,461.25	\$54,104.50
Sub - G2	\$54,994.00	\$0.00	\$54,994.00	\$0.00
Totals	\$457,000.00	\$6,544.75	\$450,455.25	\$54,104.50

Invoice Total

\$54,104.50

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



INVOICE

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

Invoice Date: 05/16/2023
Invoice #: 62901
Project: 0037230003

Project Name: CE - Nine Mile Road Rehab

OHM

Professional Services

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Administrative Support	1.00	90.00	\$90.00
Professional Engineer/Architect IV	29.00	195.00	\$5,655.00
Professional Surveyor III	2.00	170.00	\$340.00
Sr. Associate	13.50	210.00	\$2,835.00
Surveyor I	22.50	100.00	\$2,250.00
Surveyor II	54.00	115.00	\$6,210.00
Surveyor III	18.00	130.00	\$2,340.00
Technician II	229.50	115.00	\$26,392.50
Technician IV	54.00	148.00	\$7,992.00
Professional Services Subtotal	423.50		\$54,104.50
OHM Total:	423.50		\$54,104.50
Total Backup:	423.50		\$54,104.50

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 5, 2023**SUBJECT:** Payment Application No. 3 and Change Order No. 1 for the 2022 Miscellaneous Concrete Project, M-745.**DEPARTMENT:** Municipal Services – Engineering *KMG***SUMMARY:** Attached is Payment Application No. 3 and Change Order No. 1 for the 2022 Miscellaneous Concrete Project, M-745 by Mattioli Cement Company of Fenton, Michigan. This project includes miscellaneous concrete road work throughout the city. The change order balances out the rest of the project. This project is 100% complete.**FINANCIAL STATEMENT:**

Original Contract Amount:	\$499,970.50
Change Order No. 1:	<u>\$ (4,640.04)</u>
New Contract Amount:	\$495,330.46
 Total Completed to Date:	 \$495,330.46
Less Retainage:	\$ 5,000.00
Net Earned:	\$490,330.46
Deductions:	\$ 0.00
Balance:	\$490,330.46
Payments to Date:	<u>\$282,136.64</u>
Amount Due Mattioli Cement Company:	\$208,193.82

RECOMMENDED ACTION: It is recommended that Payment Application No. 3 for the 2022 Miscellaneous Concrete Project to Mattioli Cement Company of Fenton, Michigan be approved for the amount of \$208,193.82. It is further recommended that Change Order No. 1 be approved for the amount of (4,640.04). Funding is available in the Local Street Fund 203-18-479-970 and Water and Sewer Fund 592-18-538-970 for this expenditure.**APPROVALS:**City Manager: ET Department Director: KMDirector of Finance: SC Legal: N/ABudgeted: ☒**EXHIBITS:** Payment Application No. 3, Change Order No. 1, Map, Project list

PAYMENT APPLICATION

PROJECT: 2022-2023 MISCELLANEOUS CONCRETE PROJECT

JOB NUMBER: M-745

OWNER: CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 3

CONTRACT: MATTIOLI CEMENT COMPANY
6085 MCGUIRE ROAD
FENTON, MI 48430

PERIOD ENDING: 5/9/2023

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT, MODIFIED SP	7,000	SYD	\$11.00	1,671.95	\$18,391.45	6,401.25	\$70,413.75
2	CONCRETE PAVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	6,000	SYD	\$55.81	1,813.53	\$101,213.11	5,800.15	\$323,706.37
3	CONCRETE PAVMT W/INT CURB & GUTTER, 9" CONC. PATCHES OVER 4500 SFT	0	SYD	\$55.81	0.00	\$0.00	0.00	\$0.00
4	REMOVAL COOLIDGE CONCRETE PAVEMENT, MODIFIED SP	50	SYD	\$20.00	102.15	\$2,043.00	132.33	\$2,646.60
5	COOLIDGE CONCRETE PAVEMENT WITH INT. CURB, 9" CONCRETE MOD. SP	50	SYD	\$55.81	105.48	\$5,886.84	105.48	\$5,886.84
6	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD	500	SFT	\$6.00	3,550.56	\$21,303.36	3,550.56	\$21,303.36
7	SIDEWALK CONC. NON-REINF. 6" SIDEWALK/ DRIVE APPROACH MOD.	500	SFT	\$6.50	1,918.62	\$12,471.03	2,084.42	\$13,548.73
8	CONCRETE PAVEMENT, 24" CURB & GUTTER SECTION NON- REINF. 9" CONC. MOD	50	LFT	\$30.00	38.00	\$1,140.00	61.00	\$1,830.00
9	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR. LIMESTONE)	7,000	SYD	\$5.77	1,247.23	\$7,196.52	5,858.72	\$33,804.81
10	AGGREGATE BASE UNDER 4" & 6" & 9" CONC. (6" 21AA CR LIMESTONE)	700	SYD	\$9.00	0.00	\$0.00	0.00	\$0.00
11	ADJUST DRAINAGE STRUCTURES	12	EACH	\$250.00	4.00	\$1,000.00	15.00	\$3,750.00
12	CAST IN PLACE DETECTABLE/ TACTILE WARNING SURFACE MODIFIED	110	SFT	\$22.00	150.00	\$3,300.00	170.00	\$3,740.00
13	DRAINAGE STRUCTURE COVER	1,000	LBS	\$1.76	0.00	\$0.00	0.00	\$0.00
14	MINOR TRAFFIC DEVICES	1	LSUM	\$2,800.00	0.00	\$0.00	1.00	\$2,800.00
15	COOLIDGE MINOR TRAFFIC DEVICES	1	LSUM	\$3,900.00	1.00	\$3,900.00	1.00	\$3,900.00
16	PROJECT CLEAN UP	1	LSUM	\$8,000.00	0.50	\$4,000.00	1.00	\$8,000.00
17	INSPECTION CREW DAYS	25	DAY	\$320.00	0.00	\$0.00	0.00	\$0.00
19	COOLIDGE TRAFFIC CONTROL	0	LSUM	\$1,900.00	0.00	\$0.00	0.00	\$0.00
ALTERNATE BID ITEMS								
18	STAMPED COLORED CONCRETE PAVEMENT (TERRA COTTA)	0	SYD	\$180.00	0.00	\$0.00	0.00	\$0.00

Period Total Amount: \$181,845.31 Amount to Date: \$495,330.46

Original Contract Amount: \$499,970.50
Change Order No. 1: -\$4,640.04
New Contract Amount: \$495,330.46

Earnings This Period: \$181,845.31
Total Earnings to Date: \$495,330.46
Less Retainage: \$5,000.00
Net Earned: \$490,330.46
Deductions: \$0.00
Balance: \$490,330.46
Payments to Date: \$282,136.64

AMOUNT DUE MATTIOLI CEMENT COMPANY: \$208,193.82

Accepted By: John Mattioli
John Mattioli (May 18, 2023 19:52 EDT)
Mattioli Cement Company

Date: May 18, 2023

Approved By: Kara M. Grisamer
Kara Grisamer P.E., City Engineer
City of Oak Park, Michigan

Date: May 19, 2023

CHANGE ORDER

PROJECT:	2022-2023 MISCELLANEOUS CONCRETE PROJECT	JOB NUMBER:	M-745
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
4	REMOVAL COOLIDGE CONCRETE PAVEMENT, MODIFIED SP	50	SYD	\$20.00	82.33	132.33	\$1,646.60
5	COOLIDGE CONCRETE PAVEMENT WITH INT. CURB, 9" CONCRETE MOD. SP	50	SYD	\$55.81	55.48	105.48	\$3,096.34
6	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD	500	SFT	\$6.00	3,050.56	3,550.56	\$18,303.36
7	SIDEWALK CONC. NON-REINF. 6" SIDEWALK/ DRIVE APPROACH MOD.	500	SFT	\$6.50	1,584.42	2,084.42	\$10,298.73
8	CONCRETE PAVEMENT, 24" CURB & GUTTER SECTION NON- REINF. 9" CONC. MOD	50	LFT	\$30.00	11.00	61.00	\$330.00
11	ADJUST DRAINAGE STRUCTURES	12	EACH	\$250.00	3.00	15.00	\$750.00
12	CAST IN PLACE DETECTABLE/ TACTILE WARNING SURFACE MODIFIED	110	SFT	\$22.00	60.00	170.00	\$1,320.00
TOTALS							\$35,745.03

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, MODIFIED SP	7,000	SYD	\$11.00	-598.75	6,401.25	-\$6,586.25
2	CONCRETE PVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	6,000	SYD	\$55.81	-199.85	5,800.15	-\$11,153.63
9	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR. LIMESTONE)	7,000	SYD	\$5.77	-1,141.28	5,858.72	-\$6,585.19
10	AGGREGATE BASE UNDER 4" & 6" & 9" CONC. (6" 21AA CR LIMESTONE)	700	SYD	\$9.00	-700.00	0.00	-\$6,300.00
13	DRAINAGE STRUCTURE COVER	1,000	LBS	\$1.76	-1,000.00	0.00	-\$1,760.00
17	INSPECTION CREW DAYS	25	DAY	\$320.00	-25.00	0.00	-\$8,000.00
TOTALS							-\$40,385.07

SUMMARY

Total Increase	\$35,745.03
Total Decrease	-\$40,385.07
Total for Change Order No.1:	-\$4,640.04

Contract Amount	\$499,970.50
Change Order No. 1:	-\$4,640.04
New Contract Amount:	\$495,330.46

john mattioli

john mattioli (May 18, 2023 19:52 EDT)

Mattioli Cement Company

May 18, 2023

Date

Kara M. Grisamer

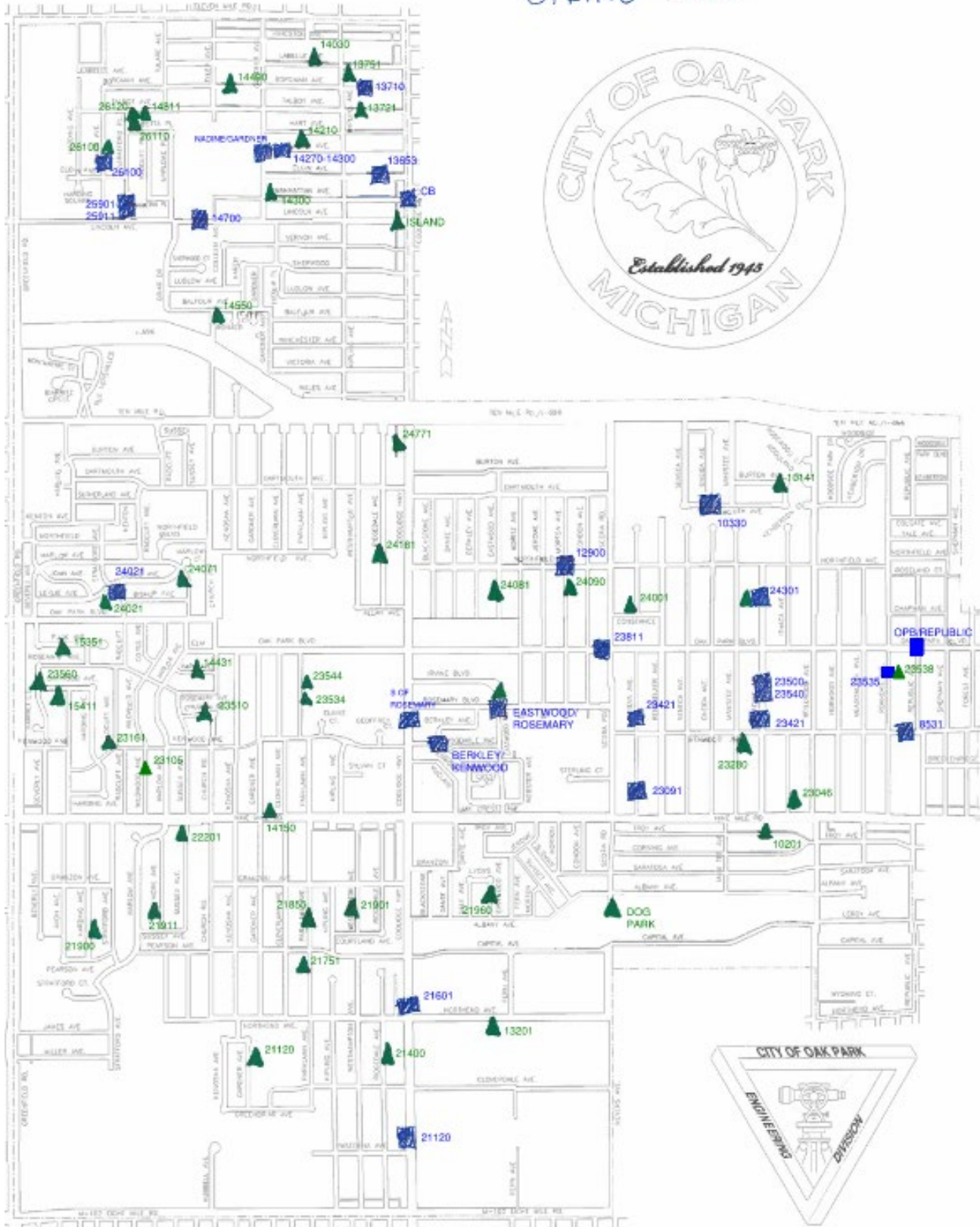
Kara Grisamer, City Engineer

May 19, 2023

Date

CITY OF OAK PARK MISCELLANEOUS CONCRETE

SPRING 2023



ROAD WORK									
LOCATION	DOUBLE	PAVEMENT REMOVAL (SQ.FT)	4" Conc. (sq.ft) Sidewalk	6" Conc. (sq.ft) Sidewalk/DA	4" Conc. (sq.ft) Sidewalk	6" Conc. (sq.ft) Sidewalk/DA	9" Conc. (sq.ft)	9" Conc. (sq.yd)	TYPE
BERKLEY/KENWOOD (WATER)	YES	548.25					548.25	60.92	ROAD
13710 BORGMAN (SEWER)	NO	214.5					214.5	23.83	ROAD
10330 DARTMOUTH (CB)	NO	27.26					27.26	3.03	ROAD
EASTWOOD/ROSEMARY (WATER)	YES	3922.7				62.04	3860.66	428.96	ROAD/SIDEWALK
13653 ELGIN (SEWER)	NO	82.5					82.5	9.17	ROAD
23091 GENEVA	NO	319.21					319.21	35.47	ROAD
23421 GENEVA (SEWER)	NO	102.2					102.2	11.36	ROAD
GARDNER/NADINE (WATER)	NO	66.96					66.96	7.44	ROAD
8531 KENWOOD (SEWER)	NO	306.24				64.82	241.92	26.88	ROAD/APPROACH
14700 LINCOLN (WATER)	NO	260.8				86.8	174	19.33	ROAD/APPROACH
24321 MAJESTIC (WATER)	NO	515.52					515.52	57.28	ROAD/SIDEWALK
23421 MAJESTIC	YES	556.22					556.22	61.80	ROAD
23500-23540 MAJESTIC	NO	4096.65					4096.65	455.18	ROAD
14300 NADINE (WATER)	NO	135.85					135.85	15.09	ROAD
14300-14270 NADINE	YES	4489.9					4489.9	498.88	ROAD
12900 NORTHFIELD (WATER)	TRIPLE?	3516.28				88.58	3427.7	380.86	ROAD
OAK PARK BLVD (WEST OF SCOTIA)	YES	408.5					408.5	45.39	ROAD
OAK PARK BLVD/REPUBLIC	YES	291.5					291.5	32.39	ROAD
24671 PARKLAWN	NO	115.44					115.44	12.83	ROAD
26100 RAINE (WATER)	YES	1327.45				90.6	1236.85	137.43	ROAD/SIDEWALK
23535 ROANOKE (NEW HOME)	YES	696.06	48.5				598.59	66.51	ROAD/SIDEWALK
24021 STRATFORD (WATER)	YES	467.6				138.32	329.28	36.59	ROAD/APPROACH
25901-25911 STRATFORD	YES	3013.5					3013.5	334.83	ROAD
		25,481.09	48.50	0.00	0.00	530.66	24,852.96	2,761.45	
ROAD WORK									
LOCATION	DOUBLE	PAVEMENT REMOVAL (SQ.FT)	4" Conc. (sq.ft) Sidewalk	6" Conc. (sq.ft) Sidewalk/DA	4" Conc. (sq.ft) Sidewalk	6" Conc. (sq.ft) Sidewalk/DA	9" Conc. (sq.ft)	9" Conc. (sq.yd)	TYPE
21121 COOLIDGE (SB)	NO	152.52					152.52	16.95	ROAD
COOLIDGE/MANHATTAN (CB) (SB)	NO	30					30	3.33	ROAD
21601 COOLIDGE (SB)	YES	336.6					336.6	37.40	ROAD
COOLIDGE S OF ROSEMARY (NB)	NO	453.02					453.02	50.34	ROAD
		972.14	0.00	0.00	0.00	0.00	972.14	108.02	

SIDEWALK/APPROACH									
14550 BALFOUR	map	441.75			201.5	202.25			NEWSIDEWALK/CUR
23560 BEVERLY (WATER)	map	20.72			20.72				WALKWAY
14490 BORGMAN	map	75	50			25			SIDEWALK
10141 BURTON	map	46.64				46.64			SIDEWALK
23510 CHURCH (CITY)	map	84.57				84.57			SW/APPROACH
24771 COOLIDGE (CITY)	map	23.94					23.94	2.66	SIDEWALK
COURT HOUSE									NEW SIDEWALK
21960 EASTWOOD (DPW)	map	25			25				SIDEWALK
24081 EASTWOOD (DPW)	map	79			79				SIDEWALK
21120 GARDNER	map	100.5	50.5	50					SIDEWALK
24001 GENEVA (WATER)	map	80.5			80.5				SIDEWALK
21900 HARDING (DPW)	map	76.5			76.5				SIDEWALK
14210 HART	map	104.5	104.5						SIDEWALK
23046 ITHACA	map	126	100	26					SIDEWALK
13751 LABELLE	map	408	257	126		25			SIDEWALK
14030 LABELLE	map	94.5	94.5						SIDEWALK
23280 MANISTEE (WATER)	map	26			26				SIDEWALK
24071 MARLOW (DPW)	map	79.56				79.56			APPROACH
24090 MORTON (WATER)	map	68.2			68.2				DRIVEWAY
14150 NINE MILE	map	72.5	72.5						SIDEWALK
13201 NORTHEND (DPW)	map	25		25					SIDEWALK
15441 OAKWOOD	map	278.5	278.5						SIDEWALK
14431 PARK	map	63.43		63.43					APPROACH
15351 PARK	map	110	110						SIDEWALK
21751 PARKLAWN (WATER)	map	91.2				91.2			APPROACH
21855 PARKLAWN	map	113.62				113.62			APPROACH
23534 PARKLAWN	map	200	200						SIDEWALK
23544 PARKLAWN	map	250	200	50					SIDEWALK
LINCOLN ISLAND	map	173.18					173.18	19.24	ISLAND
14300 MANHATTAN	map	482.48	229	50.5	75.5	127.48			SIDEWALK
23161 RADCLIFF (WATER)	map	77.76				77.76			APPROACH
24181 RIDGEDALE (WATER)	map	99.08				99.08			APPROACH
21400 RIDGEDALE	map	233.5	233.5						SIDEWALK
26110 STRATFORD PLACE	map	77.5	69.5	8					SIDEWALK
26120 STRATFORD PLACE	map	145	122.5	22.5					SIDEWALK
22201 SUSSEX (WATER)	map	76			76				SIDEWALK
13721 TALBOT	map	105	78.5	26.5					SIDEWALK
14811 TALBOT	map	115.5	88.5	27					SIDEWALK
10201 TROY	map	98	98						SIDEWALK
21901 WESTHAMPTON (DPW)	map	78			78				SIDEWALK
21911 WHITMORE (WATER)	map	48.13			16.5	31.63			APPROACH
23105 WILDWOOD	map	100	73	27					SIDEWALK
SCOTIA DOG PARK	map	140			140				SIDEWALK
		5,214.26	2,510.00	501.93	963.42	1,003.79	197.12	21.90	

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 5, 2023**SUBJECT:** Payment Application No. 2 for the 2023 Water Main and Road Replacement Project, M-750.**DEPARTMENT:** Municipal Services – Engineering KMG**SUMMARY:** Attached is Payment Application No. 2 for the 2023 Water Main and Road Replacement Project, M-750 by Inner City Contracting LLC of Detroit, MI. This project will replace the water mains in the areas shown on the attached map and also replace the pavement on Cloverdale Ave and Northfield Ave. This project is approximately 44% complete.**FINANCIAL STATEMENT:**

Original Contract Amount:	\$2,240,831.75
Change Order No. 1:	<u>\$ 3,663.27</u>
Total Contract Amount:	\$2,244,495.02
Total Completed to Date:	\$ 977,537.70
Less Retainage:	\$ 97,753.77
Net Earned:	\$ 879,783.93
Deductions:	\$ 0.00
Balance:	\$ 879,783.93
Payments to Date:	<u>\$ 270,145.17</u>
Amount Due Inner City Contracting:	\$ 609,638.76

RECOMMENDED ACTION: It is recommended that Payment Application No. 2 for the 2023 Water Main and Road Replacement Project, M-750 to Inner City Contracting of Detroit, Michigan be approved for the amount of \$609,638.76. Funding is available in the Water and Sewer Fund (592-18-538-970), Major Streets Fund (202-18-479-970), and Local Streets Fund (203-18-479-970).**APPROVALS:**City Manager: ET Department Director: KMDirector of Finance: SC Legal: N/ABudgeted: ☒**EXHIBITS:** Payment Application No. 2, maps

PAYMENT APPLICATION

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

JOB NUMBER: M-750
APPLICATION NO.: 2
PERIOD ENDING: 5/26/23
PAGE: 1 of 2

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Period Quantity	Period Amount	Quantity To Date	Amount To Date
1	Mobilization, Max 5%	1	LSUM	\$112,000.00	0.00	\$0.00	1.00	\$112,000.00
2	Minor Traffic Device, Modified SP	1	LSUM	\$14,000.00	0.00	\$0.00	0.25	\$3,500.00
3	Pavement Removal, Modified SP	8,700	SYD	\$7.30	2,411.88	\$17,606.72	3,712.65	\$27,102.35
4	Erosion Control, Inlet Protection, Fabric Drop, Modified SP	32	EACH	\$100.00	0.00	\$0.00	36.00	\$3,600.00
5	Project Cleanup	1	LSUM	\$4,500.00	0.00	\$0.00	0.00	\$0.00
6	Aggregate Base Under Concrete (6" 21AA Crush Limestone)	6,300	SYD	\$13.50	1,428.33	\$19,282.46	1,428.33	\$19,282.46
7	Earth Excavation	1,550	CYD	\$2.70	238.71	\$644.52	238.71	\$644.52
8	Subgrade Undercutting	725	CYD	\$70.00	0.00	\$0.00	0.00	\$0.00
9	Station Grading	15.75	STA	\$5,117.00	3.74	\$19,137.58	3.74	\$19,137.58
10	Gate well , 1040C Frame and Cover	12	EACH	\$887.00	4.00	\$3,548.00	8.00	\$7,096.00
11	Sanitary Manhole 1040A Frame and Cover	5	EACH	\$1,050.00	0.00	\$0.00	0.00	\$0.00
12	Catch Basin 5080M3 6 Hole Frame and Cover	18	EACH	\$845.00	0.00	\$0.00	0.00	\$0.00
13	Underdrain Subgrade, Open Graded 6", Modified SP	3,300	LFT	\$12.90	775.75	\$10,007.18	783.75	\$10,110.38
14	Conc. Pavt. 24" curb and gutter Section, Non-Reinf. 8", Modified SP	100	LFT	\$98.20	9.30	\$913.26	9.30	\$913.26
15	Conc. Pavt W/integral curb and gutter, Non-Reinf. 8", Modified SP	6,000	SYD	\$66.90	1,385.78	\$92,708.68	1,385.78	\$92,708.68
16	Sidewalk Conc. NonReinf. Modified SP 4" Conc. Sidewalk	12,600	SFT	\$8.20	2,655.40	\$21,774.28	2,655.40	\$21,774.28
17	Sidewalk Conc. NonReinf. Modified SP 6" Conc. Sidewalk	11,700	SFT	\$10.25	691.65	\$7,089.41	691.65	\$7,089.41
18	Class A Sodding, Modified SP	3,800	SYD	\$16.10	0.00	\$0.00	0.00	\$0.00
19	Water Main D.I CL 54 8" Trench Det B Modified	3,150	LFT	\$70.00	932.56	\$65,279.20	2,693.56	\$188,549.20
20	Cloverdale Ave. Water Main Connection "A", Cloverdale Ave. @ Greenbriar Ave.	1	LSUM	\$20,450.00	0.00	\$0.00	0.00	\$0.00
21	Cloverdale Ave. Water Main Connection "B", Cloverdale Ave. @ Parklawn Ave.	1	LSUM	\$17,655.00	0.00	\$0.00	0.00	\$0.00
22	Leslie Ave. Water Main Connection "A", Leslie Ave. @ Beverly Ave.	1	LSUM	\$17,665.00	1.00	\$17,665.00	1.00	\$17,665.00
23	Leslie Ave. Water Main Connection "B", Leslie Ave. @ Joan Ave. (south Side)	1	LSUM	\$16,320.00	1.00	\$16,320.00	1.00	\$16,320.00
24	Leslie Ave. Water Main Connection "C", Leslie Ave. @ Joan Ave. (North Side)	1	LSUM	\$16,320.00	1.00	\$16,320.00	1.00	\$16,320.00
25	Leslie Ave. Water Main Connection "D", Leslie Ave. @ Stratford Ave.	1	LSUM	\$19,590.00	1.00	\$19,590.00	1.00	\$19,590.00
26	Leslie Ave. Water Main Connection "E", Leslie Ave. @ Marlow Ave.	1	LSUM	\$20,580.00	1.00	\$20,580.00	1.00	\$20,580.00
27	Install Fire Hydrant EJIW 5BR-250	7	EACH	\$10,915.00	4.00	\$43,660.00	4.00	\$43,660.00
28	Install 8" Gate Valve and Well	12	EACH	\$9,332.50	6.00	\$55,995.00	10.00	\$93,325.00
29	Remove & Replace Short Side Service Curb Box 3/4" to 2"	51	EACH	\$892.00	28.00	\$24,976.00	28.00	\$24,976.00
30	Service Transfers	83	EACH	\$900.00	54.00	\$48,600.00	54.00	\$48,600.00
31	3/4" to 2" Diameter Type K Copper	400	LFT	\$90.50	145.25	\$13,145.13	145.25	\$13,145.13

32	24" Drainage Structure, Inlet	7	EACH	\$4,500.00	4.00	\$18,000.00	4.00	\$18,000.00
33	48" Drainage Structure	11	EACH	\$5,990.00	5.00	\$29,950.00	5.00	\$29,950.00
34	Sewer Pipe, 12" Reinf. Concrete Pipe	600	LFT	\$101.50	242.20	\$24,583.30	242.20	\$24,583.30
35	Remove Existing Fire Hydrant	5	EACH	\$3,563.00	4.00	\$14,252.00	4.00	\$14,252.00
36	Remove Existing Gate Valve and Well	9	EACH	\$4,384.00	4.00	\$17,536.00	4.00	\$17,536.00
37	Drainage Structure Remove	18	EACH	\$3,262.00	9.00	\$29,358.00	9.00	\$29,358.00
38	Drainage Structure Adjust	9	EACH	\$420.00	0.00	\$0.00	0.00	\$0.00
39	Sewer Pipe, Remove, 12" and under	600	LFT	\$5.25	239.20	\$1,255.80	239.20	\$1,255.80
40	Crossing Existing Water Mains, Sewers, and sewer leads	20	EACH	\$100.00	0.00	\$0.00	2.00	\$200.00
41	Cast in Place Detectable, Tactile warning Surfaces	380	SFT	\$45.00	0.00	\$0.00	0.00	\$0.00
42	Abandon Existing Water Main, Cloverdale Ave.	1	LSUM	\$5,600.00	0.00	\$0.00	0.00	\$0.00
43	Abandon Existing Water Main, Leslie Ave.	1	LSUM	\$12,100.00	0.00	\$0.00	0.00	\$0.00
44	Maintenance Gravel, Modified SP	1,000	TON	\$24.00	316.62	\$7,598.88	460.42	\$11,050.08
45	Salvage Sign, Modified SP	22	EACH	\$95.50	0.00	\$0.00	0.00	\$0.00
46	Unidentified Irrigation System Repairs - Sprinkler Lines	500	LFT	\$6.50	0.00	\$0.00	0.00	\$0.00
47	Unidentified Irrigation System Repairs - Sprinkler Heads	100	EACH	\$125.00	0.00	\$0.00	0.00	\$0.00
48	State Barricade Northfield Detour Traffic Devices	0	LSUM	\$597.60	0.00	\$0.00	1.00	\$597.60
49	Survey Work for Catch Basin Inverts	0	LSUM	\$3,065.67	0.00	\$0.00	1.00	\$3,065.67
						\$677,376.40		\$977,537.70

Original Contract Amount: \$2,240,831.75
Change Order #1: \$3,663.27
Current Contract Amount: \$2,244,495.02

Earnings This Period: \$677,376.40
Total Earnings to Date: \$977,537.70
Less Retainage: \$97,753.77
Net Earned: \$879,783.93
Deductions: \$0.00
Balance: \$879,783.93
Payments to Date: \$270,145.17

Amount Due: \$609,638.76

Accepted By:


Tony D. Girolamo (May 30, 2023 15:53 EDT)
Inner City Contracting LLC

Date: May 30, 2023



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

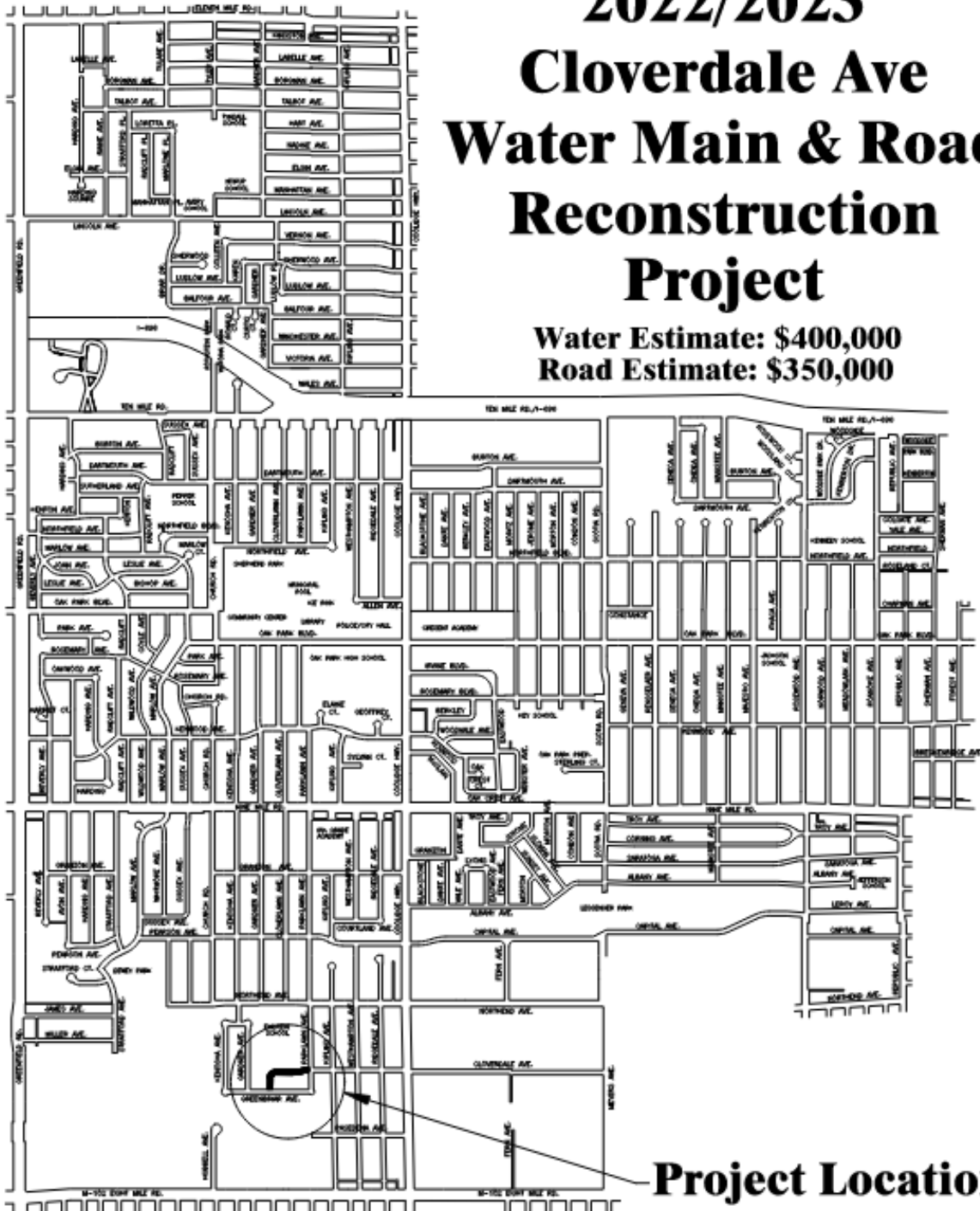
Date: May 30, 2023

City of Oak Park

2022/2023

Cloverdale Ave Water Main & Road Reconstruction Project

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



Water Estimate: \$750,000

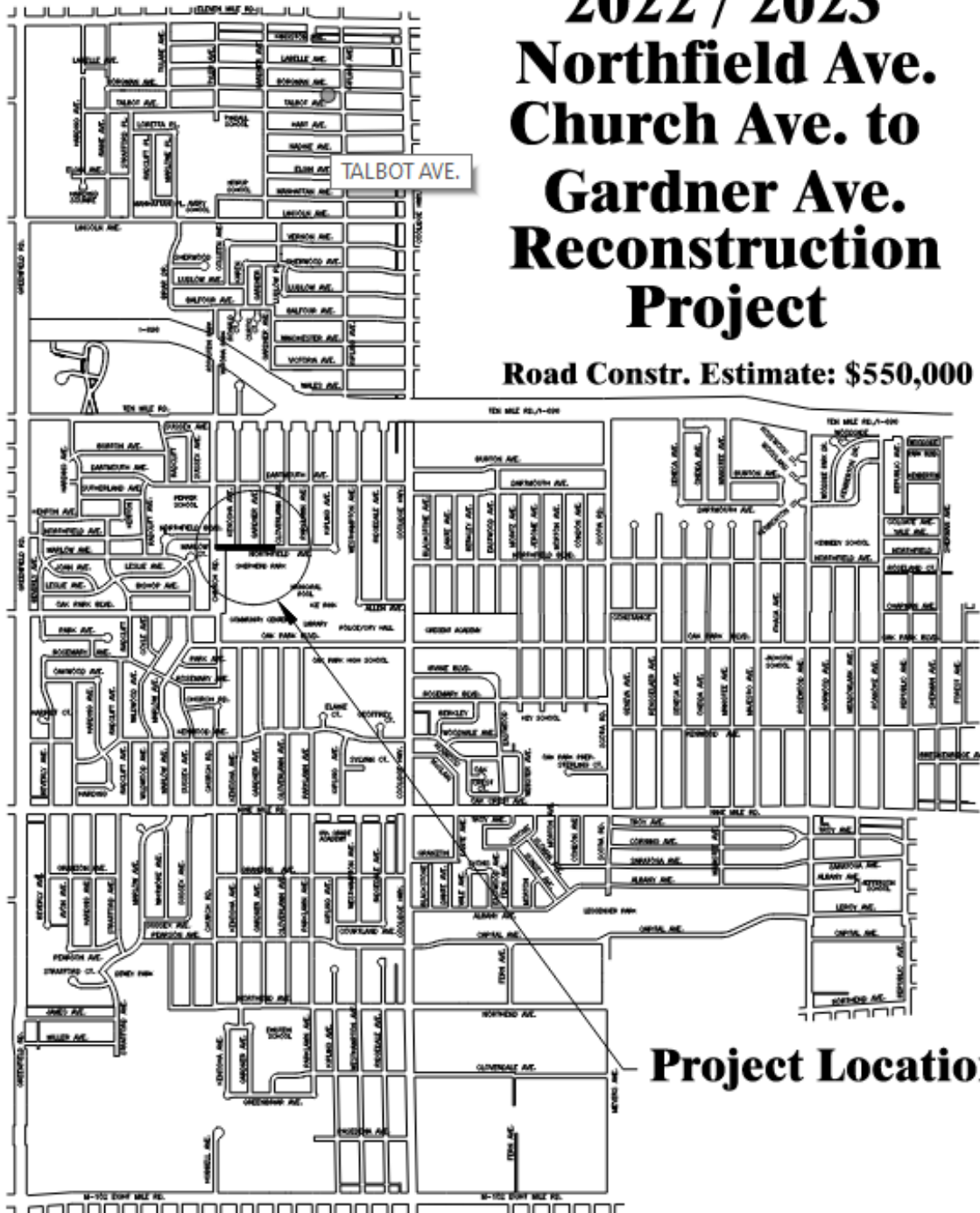


City of Oak Park

2022 / 2023

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

Road Constr. Estimate: \$550,000



The Traffic Safety Board Meeting 05/17/2023

In attendance: Aaron Tobin (Chair), Kara Grisamer (City Engineer), Julie Edgar (City Council Member), Kemi (Tracey) Jackson (Secretary), Shar (Sharrista) Brown.

Absent: Nouredin Almahameed,

Call to Order: 6:04 PM

Agenda was approved by unanimous consent.

Minutes from 2/15/2023 were approved.

New business:

- A. School Crossing Signage: ADDRESSED CITIZENS COMPLAINT: Her son almost got hit by a car going to school near Scotia & Kenwood.
 - a. Commission approved motion to accept the recommendations from TIA regarding Scotia Road & Kenwood Street Intersection Study.
 - i. Recommendations
 - 1. Installation of supplemental SCHOOL pavement marking symbols at the location of the existing School (S1-1) signs on Scotia Road
 - 2. Install of a School (S1-1) sign with a Diagonal Arrow (W16-7P) supplemental sign plaque for both directions of travel on Scotia Road at the intersection with Kenwood Street.
 - 3. Making the driveway at Key Park an entrance only and the other driveway further South an exit only.
 - 4. Selective enforcement efforts should be taken during the high violation time periods of 7:30AM-8:15AM and 2:53PM-3:45PM.
 - b. Commission members agreed to visit the Scotia & Kenwood intersection to determine other recommendations.
 - c. Aaron Tobin will follow up with schools requesting school pavement marking symbols and school crossing signs.
 - d. Commission members encouraged to look for the school pavement marking symbols that need to be repainted and report it.
- B. Because of the successful Improvements made from the NO PARKING SIGNAGE at Balfour and Church, Commission members are encouraged to bring to the commission other areas that can benefit from NO PARKING SIGNAGE.
- C. More Traffic calming radars are soon to come.
- D. ADDRESSED CITIZENS COMPLAINT: Signage and corners blocked by trees and bushes. Commission members are to encourage residents to visit the Oak Park website's Gov Q&A portal to report city problems, i.e. tree blockage, pot holes, street needs

repaving, etc; Or provide the Resident Coordinator Carol Jackson 2486917548 contact information to express complaint.

- E. Commission to request rumble strips for traffic calming.
- F. Commission congratulated Officer Mike Pinkerton on his retirement and on for his years of service to Oak Park and the board.

Matters arising:

- A. We discussed speeding on Northend West of Coolidge after street was fixed.

Motion to adjourn meeting.

Meeting adjourned at 6:42PM.

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 5, 2023**SUBJECT:** Appointment of representative & alternate to SOCRRRA Board.**DEPARTMENT:** Public Works - *DED*

SUMMARY: Article VII of the Articles of Incorporation of the Southeastern Oakland County Resource Recovery Authority provides that each municipality shall annually appoint a representative and an alternate to the Board of Trustees. These representatives shall serve during the next fiscal year following their appointment and/or until their successor is appointed.

FINANCIAL STATEMENT: No funds required.

RECOMMENDED ACTION: It is recommended that Council appoint David DeCoster as the representative and Scott LeMarbe as the alternate representative to the SOCRRRA Board for the fiscal year beginning July 1, 2023.

APPROVALS:City Manager: _____ *ET*Department Director: _____ *DED*Finance Director: _____ *SC*Legal: _____ *N/A*Budgeted: ☐**EXHIBITS:** None

MERCHANT'S LICENSES - JUNE 5, 2023

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
CHILDREN'S DENTAL HOME	24611 COOLIDGE HWY	\$150.00	DENTISTRY

RENEWALS FOR 2023	ADDRESS	FEES	BUSINESS TYPE
FEDERAL AUTOCAT LLC	13425 CAPITAL AVE	\$150.00	AUTO PARTS WAREHOUSE
A&J AUTOMOTIVE WAREHOUSE INC	21020 COOLIDGE HWY	\$225.00	AUTO PARTS WAREHOUSE
REVOLUTION CHAMPIONSHIP MARTIAL ARTS LLC	21020 COOLIDGE HWY	\$225.00	MARTIAL ARTS
SWEEP AMERICA INTERMEDIATE HOLDINGS LLC	21430 COOLIDGE HWY	\$150.00	STREET/ROADWAY/PARKING LOT SWEEPING
BABY RAY PRODUCTION	21700 GREENFIELD RD # 259	\$225.00	PRODUCTION/EVENT PLANNING
SIGNS OF RECOVERY CASE MANAGEMENT LLC	25900 GREENFIELD RD # 236	\$225.00	MEDICAL CASE MANAGEMENT
PLYMOUTH ROCK ENERGY LLC	25900 GREENFIELD RD # 245	\$225.00	ENERGY SUPPLIER
MANE EVENT	15405 W NINE MILE RD	\$187.50	BARBERSHOP

TO: The Oak Park City Council

FROM: Erik Tungate, City Manager

DATE: May 22, 2023

RE: Approval of the Class C Liquor License Application
for SJK, LLC D/B/A Hansen's Hall, 8210 W. 9 Mile

PURPOSE(S) OF ACTION:

To consider the approval of the issuance of a Class C Liquor License for the above-described establishment.

BACKGROUND/KEY ISSUES/CONTRIBUTING FACTORS:

Chapter 6, captioned Alcoholic Liquor, Article III, entitled Regulation of On-the-Premises Consumption of the Code of Ordinances in Section 6-54. - Licensing policy, specifies that an applicant for a license must obtain approval from both the State of Michigan and the City of Oak Park, that new licenses and transfers of licenses into the City require the prior approval of the City Council and that no person shall engage in the business of selling alcoholic liquor for consumption on the premises in the City of Oak Park, Michigan without first obtaining conditional land use approval (site plan review) to operate a restaurant that serves alcoholic liquor, as required by Appendix A, Zoning, Article 5, Division 3, Section 544 q of the Code of Ordinances and entering into a contract.

Sec. 6-56. - Application for license, outlines the process for obtaining a Class C Liquor License from the City.

Sec. 6-58. - Review procedures, require that the City Clerk distribute an application for a Class C Liquor License to the appropriate departments for certifications by the Director of Technical and Planning Services that the building or structures to which the License will apply meet all applicable building and property maintenance codes or that acceptable building plans for work which will satisfy all such codes have been submitted, that the location is appropriately zoned for the proposed use and that any required zoning approvals, including site plan approval, have been applied for or obtained and certification by the Director of Public Safety that the proposed Licensee(s) is/are of good moral character and that the Licensed Premises are in compliance with all applicable fire safety regulations. In addition, given that Subsection (c) (1) g specifies that one of the review factors to be considered when analyzing a request for a license or related permit(s) is whether the applicant is delinquent on any taxes to the City, as part of its review process the Administration requires certification from the Finance Director or their designee that the proposed Licensee(s) is not in default on any obligations due the municipality and/or Oakland County (for anything that was transferred by the City to the County for collection).

Further, Subsection (b) (1) of Sec. 6-58 provides that when a completed application and fee have been received, the city council shall schedule a public hearing to consider the request for a new license and related permit(s). Subsection (e) then specifies that after review by staff and recommendation, and a public hearing, if the City Council is satisfied that the establishment or operation will provide a benefit to the City and constitute an asset to the community, it will adopt a resolution granting approval, subject to the satisfaction of any conditions stated in the resolution. Approval of the license shall be conditioned on any necessary remodeling or new construction for the use of the license be completed within six (6) months of the action of the City Council or the Michigan Liquor Control Commission approving such license, whichever last occurs. Any unusual delay in the completion of such remodeling or construction may subject the license to revocation. The Ordinance also includes provisions addressing the issuance of entertainment permits along with other regulatory provisions.

Appendix A, Zoning, Article 5, Division 3, Section 544 q addresses On-Premises Alcoholic Beverages and provides that such establishments may be permitted in certain zoning districts upon review of a Conditional Land Use Request (Site Plan Review) by the Planning Commission. At its meeting held on March 18, 2023, the City of Oak Park Planning Commission approved the Request of SJK, LLC D/B/A Hansen's Hall, located at 8210 W. 9 Mile for Conditional Land Use to operate with a Class C Liquor License.

SJK, LLC D/B/A Hansen's Hall, plans to apply to the Michigan Liquor Control Commission for a Class C Liquor License at 8210 W. 9 Mile subject to City Council approval of its application. Prior to issuing a Class C Liquor License the Liquor Control Commission pursuant to MCL 436.1501 requires local government approval in the form of a resolution from the local legislative body. In addition, as outlined above, the Applicant has filed the requisite documents to seek the issuance of a license by the City permitting the service of spirits by the glass on the premises.

As stated previously, pursuant to Sec. 6-58 of the Code, when a completed application has been received the City Council shall schedule a public hearing to consider the request for a new license and related permit(s). In reference to the Application from SJK, LLC D/B/A Hansen's Hall, located at 8210 W. 9 Mile we are requesting that the Public Hearing on the Application be held at the June 5, 2023, Regular Meeting at 7:00 P.M. or as soon thereafter as the matter may be heard.

It is the recommendation of the Administration, subject to any comments, conditions, and/or explanations contained in the Class C Liquor License Requirements Checklist which are incorporated and/or specified in the attached proposed Resolution Approving the Application of SJK, LLC D/B/A Hansen's Hall for the establishment, located at 8210 W. 9 Mile for a Class C Liquor License that at the conclusion of the Public Hearing after analyzing the review factors specified in Sec. 6-58 (c) of the Code that (unless evidence is presented that would serve as a basis for denial of the issuance of the license(s)/permit(s)) the City Council adopt resolutions approving the issuance of the licenses by both the Michigan Liquor Control Commission and the City of Oak Park.

SUPPORTING DOCUMENTATION/INFORMATION ATTACHED:

1. Proposed Local Government Approval Resolution for the Michigan Liquor Control Commission
2. Proposed Resolution Approving the Application of SJK, LLC D/B/A Hansen's Hall for the establishment, located at 8210 W. 9 Mile for a Class C Liquor License

xc: T. Edwin Norris, City Clerk

Kimberly Marrone, Director of the Department of Community and Economic Development

**A RESOLUTION OF THE OAK PARK, MICHIGAN CITY COUNCIL
APPROVING THE REQUEST OF SJK, LLC D/B/A HANSEN'S HALL FOR
A CLASS C LIQUOR LICENSE**

RES # CM-xx-xxx-xx

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

WHEREAS, SJK, LLC D/B/A Hansen's Hall (hereinafter referred to as Hansen's Hall) located at 8210 W. 9 Mile has applied for a Class C Liquor License from both the Michigan Liquor Control Commission and the City of Oak Park.

NOW, THEREFORE, BE IT RESOLVED, that the Hansen's Hall application for a Class C Liquor License is hereby approved subject to the following conditions:

1. The Michigan Liquor Control Commission issuing a Class C Liquor License to SJK, LLC D/B/A Hansen's Hall located at 8210 W. 9 Mile, Oak Park, Michigan 48237.
2. Upon issuance of the Class C Liquor License by the Michigan Liquor Control Commission, Hansen's Hall shall provide the City Clerk's Office with copies of the License along with a Certificate of Liquor Liability Insurance for the subject business.
3. Hansen's Hall executes a Contract for a Class C Liquor License with the City of Oak Park, Michigan.

BE IT FURTHER RESOLVED, that subject to the conditions described in the immediately preceding paragraph and all departmental authorizations, upon approval of a Class C Liquor License by the Michigan Liquor Control Commission for Hansen's Hall located at 8210 W. 9 Mile, Oak Park, Michigan 48237, the City Clerk is hereby authorized to issue a Class C Liquor License with an expiration date of April 30, 2024 to Hansen's Hall; and

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

I hereby certify that the forgoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Oak Park, County of Oakland, State of Michigan, at a regular meeting held on June 5, 2023 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 267 of the 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



Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a Regular meeting of the City of Oak Park council/board
(regular or special) (township, city, village)
called to order by Mayor Marian McClellan on June 5, 2023 at 7:00 P.M.
the following resolution was offered: (date) (time)

Moved by _____ and supported by _____
that the application from SJK, LLC D/B/A Hansen's Hall

(name of applicant - if a corporation or limited liability company, please state the company name)
for the following license(s): Class C Liquor License
(list specific licenses requested)

to be located at: 8210 W. 9 Mile

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Oak Park
council/board at a Regular meeting held on June 5, 2023 (township, city, village)
(regular or special) (date)

T. Edwin Norris

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

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

10A

Today's Date: _____

Applicant Information

Applicant/Business Name: _____

Applicant/Business Address: _____

Phone number: _____ E-Mail Address: _____

Relation of applicant to business: _____

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

Owner Information

Owner or manager of site: _____ Phone: _____

Names and addresses of partners or officers of corporation:

Event Information

Proposed date(s) of event: _____ Has this event been held previously? ☐ Yes ☐ No

Address or location of event: _____

Is this a City owned park? _____

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: _____

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

If yes, please describe how so: _____

Estimated number of people attending event? _____ Hours of Event: _____

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.

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Oak Park Library

Touch a Truck

DATE: June 28, 2023 Hours – 6:30 PM – 8 PM

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
MUNICIPAL SERVICES <i>Dan Fairless</i>	N/A	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Periodic checks as part of regular patrol activities	30 mins	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Dave DeCoster</i>	DPW will provide barricades, equipment, and staff for the event.	4 hours per employee	All services provided at no cost per approval from City Manager
ADDITIONAL <i>Administration</i>			Waiver requested

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

15A

RES # XX-XXX-XX

RESOLUTION AUTHORIZING A CLAIM FOR THE PROTECTING MI PENSION GRANT

WHEREAS, Public Act 166 of 2022, Section 979a(1) appropriated funds to the Michigan Department of Treasury (Treasury) for the Protecting MI Pension: Michigan Local Pension Grant Program (Protecting MI Pension) for qualified units that operate a qualified retirement system, and

WHEREAS, a “qualified unit” means a city, county, township, village, or road commission that operates a qualified retirement system as defined in Public Act 166 of 2022, section 979a(7)(c), and

WHEREAS, a “qualified retirement system”, as defined in Public Act 166 of 2022, section 979a(7)(b), means a retirement pension benefit within a retirement system, as defined in section 3 of the protecting local government retirement and benefits act, Public Act 202 of 2017, MCL 38.2803, of a qualified unit, with a funded ratio below 60 percent based on the last report filed as required by section 5 of the protecting local government retirement and benefits act, Public Act 202 of 2017, MCL 38.28035, as of December 31, 2021, and

WHEREAS, qualified units with a qualified retirement system are eligible to submit a claim for a grant award for an amount to increase the funding of the qualified retirement system liabilities to 60 percent funded or to a cap of \$170,000,000, whichever amount is less, and

WHEREAS, qualified units with qualified retirement systems shall comply with “grant award requirements”, and

WHEREAS, “grant award requirements” are defined in Section 979a (2)(a)-(f) of Public Act 166 of 2022, and further detailed as part of the Protecting MI Pension grant application (Treasury Forms 5886 and 5887), and

WHEREAS, Treasury requires each qualified unit’s governing body to adopt a resolution authorizing the Chief Administrative Officer to file a claim for an award for the Protecting MI Pension Grant Program, and

WHEREAS, City of Oak Park acknowledges that it: (i) is a “qualified unit”; (ii) operates a “qualified retirement system”; (iii) agrees to comply with “grant award requirements”; (iv) authorizes the Chief Administrative Officer to file a claim for a grant award on behalf of the local government; And thus, is eligible to participate in a Protecting MI Pension Grant Program;

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Oak Park hereby authorize participation in the Protecting MI Pension grant program and authorizes Erik Tungate, City Manager, to provide this resolution indicating its approval to Treasury, and to submit and execute documents requested by Treasury relating to the Protecting MI Pension grant program requirements.

Yes:

No:

Absent:

RESOLUTION DECLARED ADOPTED.

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 June 5, 2023 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



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 5, 2023

SUBJECT: Façade Grant Approval

DEPARTMENT: Community & Economic Development

SUMMARY: The Community & Economic Development Department has received an application for a Façade Improvement Grant from Realteam Real Estate for the building located at 8250 Nine Mile Road. The project specifications have met city guidelines for the program. The project consists of prime and paint on front and side of building. Estimated total cost of the project is approximately \$2,350. The property owner/contractor will pull all required permits. Attached is a rendering of the façade before and after pictures.

FINANCIAL STATEMENT: Money is available in the faced improvement budget, 251.00.000-970.003

RECOMMENDED ACTION: Request that city council to approve the façade grant for 50% of the project costs in an amount not to exceed \$1,175.

APPROVALS:

City Manager: _____ ET _____

Director: _____ KM _____

Finance Director: _____ SC _____

EXHIBITS: application, estimates, renderings

Before Picture



After Rendering



CITY OF OAK PARK SMALL BUSINESS FAÇADE IMPROVEMENT PROGRAM			
APPLICANT INFORMATION			
Name of Applicant: <u>Brian May</u>			
Address: <u>8250 W 9 Mile</u>			
City: <u>Oak Park</u>	State: <u>MI</u>	ZIP Code: <u>48237</u>	
Phone: <u>586-405-6514</u>	Email: <u>brian@misculteam.com</u>		
FOR TENANTS			
Name of Building Owner: <u>PRJ Homes / Annette Schier</u>			
Address of Building Owner:			
City:	State:	Zip Code:	
Phone: <u>586-530-3366</u>	Email: <u>Annette@misculteam.com</u>		
PROPERTY TO BE IMPROVED			
Name of Business: <u>Realtown Real Estate</u>			
Address: <u>8250 W 9 Mile Rd</u>		Phone: <u>586-405-6514</u>	
City: <u>Oak Park</u>	State: <u>MI</u>	ZIP Code: <u>48237</u>	
Type of Business:	Tax ID #:		<u>52-25-28-351-024</u>
Proposed start of construction:		Anticipated completion:	
Short description of proposed work:			
ACKNOWLEDGEMENTS			

By signing this Application, I affirm that I am the property owner of the above Property or as the tenant, have received permission from the property owner via the accompanying notarized letter to perform the proposed improvements. I further affirm that all the statements made on this application are true, and I understand that any falsification or willful omission will be sufficient cause to void my Application and any reimbursement awarded. In such a case that any reimbursement awarded by the city is voided due to any falsification or willful omission, I agree to repay the reimbursement amount to the DCED within sixty (60) days, plus all of the costs and attorney fees incurred by the DCED to collect the reimbursement proceeds if I fail to repay the DCED within the sixty (60) days. I have read and understand and agree to comply with all requirements of the DCED Façade Improvement Program (hereinafter the "Program"). I hereby acknowledge that I may be required to submit additional documentation or information that was not required on this application if requested by the DCED. I further hereby acknowledge that the DCED reserves the right to reject any or all applications received pursuant to the Program

Also, I understand, acknowledge and agree to the following:

1. It is expressly understood that the Applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building costs, ordinances and other applicable regulations.
2. It is expressly understood that the Applicant will not seek to hold the City of Oak Park and or any of its employees, officers/directors liable for any property damage and/or personal injury, or other loss related in any way to the Small Business Façade Improvement Program
3. The Applicant shall be responsible for maintaining sufficient insurance coverage for property damage and personal injury liability relating to the Small Business Façade Improvement Program. Applicant should ask for contractor's proof of liability insurance.
4. Applicant will review and abide by the Oak Park Design Guidelines
5. Applicant will pull permits if required.
6. Applicant will maintain the improvements made to the property.
8. If Applicant chooses to alter the scope of work after DCED has approved it, Applicant may be ineligible for a portion or the entire reimbursement amount agreed upon from the original scope of work.
9. Applicant agrees to allow the DCED to promote the program including but not limited to displaying signage at the construction site and using photographs in promotional materials and press releases.

SIGNATURES

Signature of applicant: 	Date: 11/2/2022
Printed name of applicant: Brian Mu	
Signature of Property Owner (if applicable): 	te: 
Printed name of Property Owner (if applicable):	
FOR DCED OFFICE USE ONLY	
Is the application above complete along with all additional necessary documentation (i.e. notarized letter from property owner)?	YES ☒ NO ☐
Is the building in compliance with all zoning ordinances and current on all property taxes?	YES ☒ NO ☐
Are the proposed improvements eligible under the requirements of the program?	YES ☒ NO ☐
Has the applicant provided architectural drawings of the proposed improvement?	YES ☒ NO ☐
Has the applicant included at least two photos of the current property?	YES ☒ NO ☐
Has the applicant included at least two bids from licensed contractors for the work to be completed?	YES ☒ NO ☐
Are the proposed improvements consistent with the proposed Oak Park Design Guidelines?	YES ☒ NO ☐
Date submitted to city council for approval <u>May 15, 2023</u> Amount approved _____	
City Council approved	
YES ☐	NO ☐

8250 W 9 Mile Rd
Oak Park MI

Kimberly Marrone

On behalf of PRI Homes LLC, I Annette Schick (member) give Brian May (REALTEAM Real Estate) to have a professional painter paint the exterior of our building located at 8250 W 9 Mile Rd, Oak Park.

Thank you

Annette Schick

Annette Schick 11/3/22

Randazzo's Renovations LLC

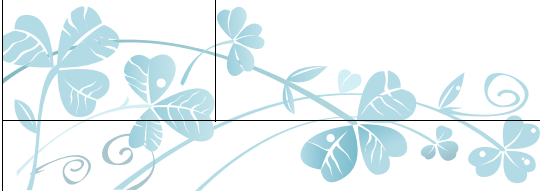
21290 Fairfield
Macomb MI 48044



Name/Address
Real Team 8250 W Nine Mile rd Oak Park MI

Date	Estimate No.	Project
05/18/22	703	

Item	Description	Quantity	Cost	Total
24 Paint	Painting -Prep builing as needed by scraping loose paint, caulking and patch work -Supply all paint and materials to complete job -Apply (spray) 2 coats of Sherwin Williams Exterior paint on entire brick surfaces covering all windows and cement. -Clean up NOTES: IF IT NOT LISTED ABOVE IT IS CONSIDERED A CHANGE ORDER. PAYEMENT DUE UPON COMPLETION. MAKE PAYMENTS TO RANDAZZO'S RENOVATIONS. LIABILITY/COMP INSURANCE TO BE SUBMITTED TO REAL TEAM.		2,100.00	2,100.00
			Total	\$2,100.00



8250 W 9 Mile Rd
Oak Park MI

Kimberly Marrone

On behalf of PRI Homes LLC, I Annette Schick (member) give Brian May (REALTEAM Real Estate) to have a professional painter paint the exterior of our building located at 8250 W 9 Mile Rd, Oak Park.

Thank you

Annette Schick

Annette Schick 11/3/22

ESTIMATE



Prepared For

Brian May
8250 w 9mile oak
Oak park 48237
(586) 405-6514

Crown Painting LLC

Clinton Twp, MI 48035
Phone: (586) 610-7815
Email: crown.paintingmi@gmail.com

Estimate # 122
Date 07/18/2022

Description

Total

\$2,350.00

Exterior prime/paint

\$2,350.00

Includes all necessary supplies and labor to complete the job. Priming, caulking, sanding, and scraping are all part of the preparation process and will be applied where necessary prior to painting. Estimate includes choice of 2 colors. Additional colors will require additional cost (Will specify in notes)

Jobs are done in a timely and professional manner and cleaned 100% upon completion. Moisture and extreme weather conditions can delay the start and completion of any exterior work.

Includes 3 year conditional warranty effective upon completion. Damaged siding, trim, windows, or substrate, either by weather or defect can cause bonding issues and should be replaced or repaired prior to painting. Failure to address damages prior to application of paint will void all warranties.

All exterior structures are power washed prior to painting.

Subtotal **\$2,350.00**

Total **\$2,350.00**

Deposit Due **\$1,175.00**

Payment Schedule

Deposit (50%)	\$1,175.00
2nd Payment (50%)	\$1,175.00

Notes:

Quote includes complete repainting of RealTeam real estate, Oak Park location.

8250 W 9 Mile Rd
Oak Park, MI 48237
United States

Thank you for your interest in Crown Painting LLC. We look forward to working with you and providing you with a first class renovating experience. If you would like to proceed with scheduling or discuss your quote in more detail, you can contact us by phone or email.

50% deposit due 2 weeks prior to scheduled start date. Remaining 50% due upon completion.

Work added after the initial estimate will required an additional work order and in most cases will not require any additional payment. All labor and materials for work described are included.















BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 5, 2023

SUBJECT: Façade Grant Approval

DEPARTMENT: Economic Development and Planning

SUMMARY: The Economic Development and Planning Department has received an application for a Façade Improvement Grant from Jim Geary, Double G LLC for two buildings he owns located at 8140 Nine Mile Road and 8210 Nine Mile Road. The project specifications for both properties have met city guidelines for the program. The project consists of powerwash, prime and paint each building. The property owner plans to do the work himself and has provided costs for materials only as well as quotes from contractors.

Estimated total cost of the project is: 8140 Nine Mile - \$2,850

8210 Nine Mile - \$4,689

The property owner/contractor will pull all required permits. Attached are renderings of the façade before and after pictures.

FINANCIAL STATEMENT: Money is available in the facade improvement budget, 251.00.000-970.003

RECOMMENDED ACTION: Request that city council to approve the façade grant for 50% of the project costs as follows: 8140 Nine Mile - \$1,425
8210 Nine Mile - \$2,345

APPROVALS:

City Manager: _____ ET _____

Director: _____ KM _____

Finance Director: _____ SC _____

EXHIBITS: application, estimates, renderings

Before Picture 8140 Nine Mile Road



After Rendering



Before 8210 Nine Mile Road



After rendering



CITY OF OAK PARK SMALL BUSINESS FAÇADE IMPROVEMENT PROGRAM			
APPLICANT INFORMATION			
Name of Applicant: James Geary			
Address: 23071 Sherman St			
City: Oak Park	State: MI	ZIP Code: 48237	
Phone: 313-330-4190	Email: jim@oconnordetroit.com		
FOR TENANTS			
Name of Building Owner: Double G, LLC			
Address of Building Owner: 23071 Sherman St.			
City: Oak Park	State: MI	Zip Code: 48237	
Phone: 313-330-4190	Email: jim@oconnordetroit.com		
PROPERTY TO BE IMPROVED			
Name of Business: Double G, LLC			
Address: 8140 W Nine Mile Rd		Phone:	
City: Oak Park	State: MI	ZIP Code: 48237	
Type of Business: Lanlord / future pizzeria		Tax ID #: 20-5872770	
Proposed start of construction: May 23		Anticipated completion: May 25	
Short description of proposed work: Exterior washing, caulking, prime and paint			
ACKNOWLEDGEMENTS			

By signing this Application, I affirm that I am the property owner of the above Property or as the tenant, have received permission from the property owner via the accompanying notarized letter to perform the proposed improvements. I further affirm that all the statements made on this application are true, and I understand that any falsification or willful omission will be sufficient cause to void my Application and any reimbursement awarded. In such a case that any reimbursement awarded by the city is voided due to any falsification or willful omission, I agree to repay the reimbursement amount to the EDP within sixty (60) days, plus all of the costs and attorney fees incurred by the EDP to collect the reimbursement proceeds if I fail to repay the EDP within the sixty (60) days. I have read and understand and agree to comply with all requirements of the EDP Façade Improvement Program (hereinafter the "Program"). I hereby acknowledge that I may be required to submit additional documentation or information that was not required on this application if requested by the EDP. I further hereby acknowledge that the EDP reserves the right to reject any or all applications received pursuant to the Program

Also, I understand, acknowledge and agree to the following:

1. It is expressly understood that the Applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building costs, ordinances and other applicable regulations.
2. It is expressly understood that the Applicant will not seek to hold the City of Oak Park and or any of its employees, officers/directors liable for any property damage and/or personal injury, or other loss related in any way to the Small Business Façade Improvement Program
3. The Applicant shall be responsible for maintaining sufficient insurance coverage for property damage and personal injury liability relating to the Small Business Façade Improvement Program. Applicant should ask for contractor's proof of liability insurance.
4. Applicant will review and abide by the Oak Park Design Guidelines
5. Applicant will pull permits if required.
6. Applicant will maintain the improvements made to the property.
8. If Applicant chooses to alter the scope of work after EDP has approved it, Applicant may be ineligible for a portion or the entire reimbursement amount agreed upon from the original scope of work.

9. Applicant agrees to allow the EDP to promote the program including but not limited to displaying signage at the construction site and using photographs in promotional materials and press releases.

SIGNATURES		
Signature of applicant: 	Date: 5/17/2023	
Printed name of applicant: James Geary		
Signature of Property Owner (if applicable): 	Date: 5/17/2023	
Printed name of Property Owner (if applicable): Double G, LLC		
FOR DCED OFFICE USE ONLY		
Is the application above complete along with all additional necessary documentation (i.e. notarized letter from property owner)?	YES ☒	NO ☐
Is the building in compliance with all zoning ordinances and current on all property taxes?	YES ☒	NO ☐
Are the proposed improvements eligible under the requirements of the program?	YES ☒	NO ☐
Has the applicant provided architectural drawings of the proposed improvement?	YES ☒	NO ☐
Has the applicant included at least two photos of the current property?	YES ☒	NO ☐
Has the applicant included at least two bids from licensed contractors for the work to be completed?	YES ☐	NO ☐
Are the proposed improvements consistent with the proposed Oak Park Design Guidelines?	YES ☒	NO ☐
Date submitted for approval <u>5-17-23</u> Amount approved _____		
Approved by CIA or City Council		
YES ☐	NO ☐	

RITTER PAINTING CONTRACTORS, LLC
11910 S Francis Rd
DeWitt, MI 48820
Doug@Ritterpaint.com
(734) 564-2531

TO: Double G, LLC
ATTN: Jim Geary
E-MAIL: jim@oconnordetroit.com
DATE: May 17, 2023

Ritter Painting herein proposes to furnish materials, labor, equipment, taxes and insurance as follows:

PROJECT NAME: 8140 Nine Mile
LOCATION: Oak Park, MI
BID DATE: May 17, 2023

<u>SECTION(S)</u>	<u>DESCRIPTION</u>	<u>QUOTATION</u>
	Exterior Painting of three sides	\$7,950.00

SCOPE OF WORK:

- Pressure wash to remove existing dirt and chalk
- Prep surface to a sound substrate
- Block fill all CMU
- Paint 2 finish coats of SuperPaint Exterior paint up to two colors

FROM: Doug Ritter

8140 W Nine Mile Painting Pricing

Powerwash

Soap 2 jugs @	\$21.98 ea	\$43.96
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Prime

Block Filler 2 buckets @	\$336.45 ea	\$672.90
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Block Fill Covers 4 @	\$7.79 ea	\$31.16
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Finish Paint

Super Paint two coats 5 Buckets @	\$364.95	\$1824.75
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Finish Paint Covers 8 @	\$7.19	\$57.52
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Trim Paint 3 Gal @	\$72.99	\$218.97
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Labor	\$00.00	\$00.00
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Total		\$2849.26
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CITY OF OAK PARK SMALL BUSINESS FAÇADE IMPROVEMENT PROGRAM			
APPLICANT INFORMATION			
Name of Applicant: James Geary			
Address: 23071 Sherman St			
City: Oak Park	State: MI	ZIP Code: 48237	
Phone: 313-330-4190	Email: jim@oconnordetroit.com		
FOR TENANTS			
Name of Building Owner: Double G, LLC			
Address of Building Owner: 23071 Sherman St.			
City: Oak Park	State: MI	Zip Code: 48237	
Phone: 313-330-4190	Email: jim@oconnordetroit.com		
PROPERTY TO BE IMPROVED			
Name of Business: Double G, LLC			
Address: 8210 W Nine Mile Rd		Phone:	
City: Oak Park	State: MI	ZIP Code: 48237	
Type of Business: Landlord / future lounge		Tax ID #: 20-5872770	
Proposed start of construction: May 23		Anticipated completion: May 25	
Short description of proposed work: Exterior washing, caulking, prime and paint			
ACKNOWLEDGEMENTS			

By signing this Application, I affirm that I am the property owner of the above Property or as the tenant, have received permission from the property owner via the accompanying notarized letter to perform the proposed improvements. I further affirm that all the statements made on this application are true, and I understand that any falsification or willful omission will be sufficient cause to void my Application and any reimbursement awarded. In such a case that any reimbursement awarded by the city is voided due to any falsification or willful omission, I agree to repay the reimbursement amount to the EDP within sixty (60) days, plus all of the costs and attorney fees incurred by the EDP to collect the reimbursement proceeds if I fail to repay the EDP within the sixty (60) days. I have read and understand and agree to comply with all requirements of the EDP Façade Improvement Program (hereinafter the "Program"). I hereby acknowledge that I may be required to submit additional documentation or information that was not required on this application if requested by the EDP. I further hereby acknowledge that the EDP reserves the right to reject any or all applications received pursuant to the Program

Also, I understand, acknowledge and agree to the following:

1. It is expressly understood that the Applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building costs, ordinances and other applicable regulations.
2. It is expressly understood that the Applicant will not seek to hold the City of Oak Park and or any of its employees, officers/directors liable for any property damage and/or personal injury, or other loss related in any way to the Small Business Façade Improvement Program
3. The Applicant shall be responsible for maintaining sufficient insurance coverage for property damage and personal injury liability relating to the Small Business Façade Improvement Program. Applicant should ask for contractor's proof of liability insurance.
4. Applicant will review and abide by the Oak Park Design Guidelines
5. Applicant will pull permits if required.
6. Applicant will maintain the improvements made to the property.
8. If Applicant chooses to alter the scope of work after EDP has approved it, Applicant may be ineligible for a portion or the entire reimbursement amount agreed upon from the original scope of work.

9. Applicant agrees to allow the EDP to promote the program including but not limited to displaying signage at the construction site and using photographs in promotional materials and press releases.

SIGNATURES

Signature of applicant: <u>[Signature]</u>	Date: <u>5/17/2023</u>
Printed name of applicant: <u>James Geary</u>	
Signature of Property Owner (if applicable): <u>[Signature]</u>	Date: <u>5/17/2023</u>
Printed name of Property Owner (if applicable): <u>Double G, LLC</u>	

FOR DCED OFFICE USE ONLY

Is the application above complete along with all additional necessary documentation (i.e. notarized letter from property owner)?	YES ☒	NO ☐
Is the building in compliance with all zoning ordinances and current on all property taxes?	YES ☒	NO ☐
Are the proposed improvements eligible under the requirements of the program?	YES ☒	NO ☐
Has the applicant provided architectural drawings of the proposed improvement?	YES ☒	NO ☐
Has the applicant included at least two photos of the current property?	YES ☒	NO ☐
Has the applicant included at least two bids from licensed contractors for the work to be completed?	YES ☐	NO ☐
Are the proposed improvements consistent with the proposed Oak Park Design Guidelines?	YES ☒	NO ☐

Date submitted for approval 5-17-23 Amount approved _____

Approved by CIA or City Council

YES ☐

NO ☐

8210 W Nine Mile Painting Pricing

Powerwash

Soap 3 jugs @	\$21.98 ea	\$65.94
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Prime

Block Filler 4 buckets @	\$336.45 ea	\$1345.80
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Block Fill Covers 6 @	\$7.79 ea	\$46.74
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Finish Paint

Super Paint two coats 8 Buckets @	\$364.95	\$2919.60
-----------------------------------	----------	-----------

Finish Paint Covers 12 @	\$7.19	\$86.28
--------------------------	--------	---------

Trim Paint 3 Gal @	\$72.99	\$218.97
--------------------	---------	----------

Labor	\$00.00	\$00.00
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Total		\$4688.33
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Not Yet Rated

LOXON Acrylic Block Surfer

Save 10% Every Day with
PaintPerks®

List Price:
\$336.45 / 5 Gallon

Sign In to order online



Save

☐ Compare | Data Sheets



★★★★★
41 Reviews

SuperPaint Exterior Acrylic Latex

Save 10% Every Day with
PaintPerks®

List Price:
\$72.99 - \$80.99 / Gallon

Sign In to order online



Save

☐ Compare | Data Sheets

Sherwin-Williams Soft Woven Roller Cover has tightly woven fabric that resists shedding for a smooth, lint-free finish. This cover is ideal for painting walls and ceilings, and can be used with satin, semi-gloss and gloss paints.



Options	Price
Pack Size: 1 each	Save 10% Every Day with PaintPerks® List Price: \$7.79
Nap Material: Woven Polyester	Register or sign in to confirm pricing & availability and checkout.
Size: 9 in. x 3/4 in.	
Reset Options	Sales Number: 6509-21869 Product Number: 103050900

All prices displayed are for U.S. Sherwin-Williams locations and are in U.S. Dollars. Prices do not include taxes or other fees as applicable.

-

1

+

Add to Cart

Save

Proposal

PROPOSAL NO.

SHEET NO.

DATE

PROPOSAL SUBMITTED TO:

WORK TO BE PERFORMED AT:

NAME

Hansens Hall

ADDRESS

8210 W Nine Mile

ADDRESS

Ogk Park

DATE OF PLANS

June

PHONE NO.

ARCHITECT

We hereby propose to furnish the materials and perform the labor necessary for the completion of

Exterior Painting

Power Wash, Scrape, Repair, fill and paint

area is 2,250 square feet

\$1.25 Per Square Foot.

Total = \$2,800

Price includes material and labor

\$1,000 Deposit Before Project Starts

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of

Dollars (\$) with payments to be made as follows.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted

Per

Note — this proposal may be withdrawn by us if not accepted within days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature

Date

Signature

RITTER PAINTING CONTRACTORS, LLC
11910 S Francis Rd
DeWitt, MI 48820
Doug@Ritterpaint.com
(734) 564-2531

TO: Double G, LLC
ATTN: Jim Geary
E-MAIL: jim@oconnordetroit.com
DATE: May 17, 2023

Ritter Painting herein proposes to furnish materials, labor, equipment, taxes and insurance as follows:

PROJECT NAME: 8210 Nine Mile
LOCATION: Oak Park, MI
BID DATE: May 17, 2023

<u>SECTION(S)</u>	<u>DESCRIPTION</u>	<u>QUOTATION</u>
	Exterior Painting of three sides	\$7,790.00

SCOPE OF WORK:

- Pressure wash to remove existing dirt and chalk
- Prep surface to a sound substrate
- Block fill all CMU
- Paint 2 finish coats of SuperPaint Exterior paint up to two colors

FROM: Doug Ritter



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 5, 2023

SUBJECT: Approval of resolution to authorize Budget Amendment #2023-3

DEPARTMENT: Finance

SUMMARY: The City's annual budget was adopted on May 16, 2022, and is effective July 1st. The budget is adopted at the departmental level. In accordance with the State Budget Act, budget amendments are to be completed throughout the fiscal year to reflect the most current information available related to revenue and expenditure budgets. Budget amendments that have a positive or negative impact on fund balance or change the department total require Council approval.

The third quarter (03/31/23) budget amendment for the General Fund is attached and is also summarized below:

GENERAL FUND	
Beginning Fund Balance July 1, 2022	\$ 4,909,642
Amended Budget as of March 31, 2023	\$ (519,578)
Net Change in Fund Balance (Amendment #2023-3)	<u>\$ 110,000</u>
Estimated Ending Fund Balance June 30, 2023	<u><u>\$ 4,500,064</u></u>

The proposed amendment has no net impact on fund balance and includes the following notable items:

- Increases in self-funded healthcare costs greater than anticipated
- Increase in building revenue due to greater than anticipated building activity
- Increase in salaries and fringes for one-time payouts of compensated absences at separation or retirement and more payouts of unused sick time
- Increase in reimbursements from medical claims over the stop loss maximum
- Reduction in transfer out to OPEB Fund for possible extra contribution over pay-as-you-go
- Reimbursement from the State for election costs

SPECIAL REVENUE FUNDS

- Increase in grant revenue for grant reimbursements from prior year received in the current fiscal year
- Adjustments to the Library Fund budget from the amendment approved by the library board on May 18, 2023

CAPITAL PROJECT FUNDS

- Reduce capital project budgets for eliminated or rescheduled projects
- Record transfers between funds to cover capital costs
- Adjust capital outlay for prior year balances and current estimates

INTERNAL SERVICE FUNDS

- The Risk Management Fund expenditures are being increased to reflect final annual premium costs and recognized revenue charged to other funds to cover the costs

FIDUCIARY FUNDS

- Budgets are being adjusted to reflect projected pension costs, earnings, and contributions thru the end of the fiscal year

Note: The State of Michigan does not require budgets for any funds except the General and Special Revenue Funds. The City has chosen to be fiscally responsible and adopt budgets for all funds to assist in monitoring the overall financial activity of the City.

FINANCIAL STATEMENT: The proposed budget amendment has an impact on the fund balance of General Fund while keeping the estimated fund balance at approximately 17% of annual expenditures. The amendments to all other funds keep the fund balance at targeted ranges and are done in compliance with State of Michigan requirements and guidelines.

RECOMMENDED ACTION: Approval of resolution to authorize Budget Amendment #2023-3

APPROVALS:

City Manager: _____ ET _____

Finance Director: _____ SC _____

Resolution

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment #2023-3 is authorized:

	INCREASE (DECREASE)
GENERAL FUND	
REVENUES	
LICENSE AND PERMITS	\$ 35,000
INTERGOVERNMENTAL	24,000
OTHER REVENUE	276,000
TOTAL REVENUES	335,000
EXPENDITURES	
CITY COUNCIL	(10,000)
CITY MANAGER	60,060
CITY CLERK - ELECTIONS	34,940
FINANCE	20,000
INSPECTIONS	35,000
PUBLIC SAFETY K9	10,000
RECREATION ADMINISTRATION	15,000
TRANSFERS OUT	(390,000)
TOTAL EXPENDITURES	(225,000)
Net Increase (Decrease) to Fund Balance	\$ 110,000

LIBRARY FUND	
REVENUES	
PROPERTY TAXES	\$ -
INTERGOVERNMENTAL	\$ -
CHARGES FOR SERVICES	-
INTEREST INCOME	-
OTHER REVENUE	5,794
TOTAL REVENUES	5,794
EXPENDITURES	
SALARIES	-
FRINGES	-
SUPPLIES, MAINTENANCE AND REPAIRS	4,453
OPERATIONS	-
TRANSFER OUT - GENERAL FUND	-
TOTAL EXPENDITURES	4,453
Net Increase to Fund Balance	\$ 1,341
	INCREASE (DECREASE)

COOMMUNITY DEVELOPMENT BLOCK GRANT FUND	
REVENUES	
INTERGOVERNMENTAL	\$ 14,791
TOTAL REVENUES	14,791
Net Increase to Fund Balance	\$ 14,791

MENTAL HEALTH COURT GRANT FUND

REVENUES

INTERGOVERNMENTAL	\$ 42,415
TOTAL REVENUES	<u>42,415</u>

Net Increase to Fund Balance	<u>\$ 42,415</u>
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VETERANS TREATMENT COURT GRANT FUND
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REVENUES

INTERGOVERNMENTAL	\$ 120
TOTAL REVENUES	<u>120</u>

Net Increase to Fund Balance	<u>\$ 120</u>
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PUBLIC IMPROVEMENT FUND

REVENUES

TRANSFER IN FROM OTHER FUNDS	\$ 101,000
TOTAL REVENUES	<u>101,000</u>

EXPENDITURES

CAPITAL OUTLAY	101,000
TOTAL EXPENDITURES	<u>101,000</u>

Net Decrease to Fund Balance	<u>\$ -</u>
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INCREASE
(DECREASE)

CITY OWNED PROPERTY FUND

EXPENDITURES

TRANSFERS OUT TO OTHER FUNDS	\$ 101,000
TOTAL EXPENDITURES	<u>101,000</u>

Net Decrease to Fund Balance	<u>\$ (101,000)</u>
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PARKS & RECREATION IMPROVEMENT FUND
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REVENUES

TRANSFER IN FROM OTHER FUNDS	\$ 10,000
TOTAL REVENUES	<u>10,000</u>

EXPENDITURES

CAPITAL OUTLAY	(495,000)
TOTAL EXPENDITURES	<u>(495,000)</u>

Net Increase (Decrease) to Fund Balance	<u>\$ 505,000</u>
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SPECIAL ASSESSMENT DISTRICT - 11 MILE PARKING FUND

REVENUES

SPECIAL ASSESSMENTS	\$ (300,000)
TOTAL REVENUES	<u>(300,000)</u>

EXPENDITURES

CAPITAL OUTLAY	(1,500,000)
TOTAL EXPENDITURES	<u>(1,500,000)</u>

Net Increase (Decrease) to Fund Balance	<u>\$ 1,200,000</u>
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RISK MANAGEMENT INTERNAL SERVICE FUND
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REVENUES

CHARGES TO OTHER FUNDS	\$ 58,160
OTHER REVENUE	<u>1,931</u>
TOTAL REVENUES	<u><u>60,091</u></u>

EXPENDITURES

INSURANCE - LIABILITY AND PROPERTY	<u>22,530</u>
TOTAL EXPENDITURES	<u><u>22,530</u></u>

Net Increase (Decrease) to Fund Balance	<u><u>\$ 37,561</u></u>
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PUBLIC SAFETY RETIREMENT STSTEM FUND

REVENUES

EMPLOYER CONTRIBUTIONS	\$ (102,320)
NET CHANGE IN FAIR VALUE OF INVESTMENT	<u>1,172,320</u>
TOTAL REVENUES	<u><u>1,070,000</u></u>

EXPENDITURES

BENEFIT PAYMENTS	<u>1,070,000</u>
TOTAL EXPENDITURES	<u><u>1,070,000</u></u>

Net Increase (Decrease) to fund Balance	<u><u>\$ -</u></u>
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I certify that the forgoing is a true and complete copy of a Resolution adopted by the City Council of the City of Oak Park at a regular Meeting held on this 5th day of June, 2023.

T. Edwin Norris, City Clerk

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 5, 2023**SUBJECT:** Payment Application No. 4 and Change Order No. 1 for the 2021 Greenfield Fence Project, M-735.**DEPARTMENT:** Municipal Services – Engineering KMG

SUMMARY: Attached is Payment Application No. 4 and Change Order No. 1 for the 2021 Greenfield Fence Project, M-735 by Michigan Fence Outlet of Macomb, Michigan. This project is installing new fence along Greenfield Road, Nine Mile Road, and in Lessenger Park in the areas shown on the attached map. This project is approximately 98% complete. Change Order No. 1 includes additional fencing in the dog park, a drive through gate in the dog park, and a balance for the privacy fence and fence removals.

FINANCIAL STATEMENT:

Original Contract Amount:	\$278,300.00
Alternate Bid:	\$ 68,700.00
Change Order No. 1:	<u>\$ 10,751.04</u>
Total Contract Amount:	\$357,751.04
Total Completed to Date:	\$350,821.04
Less Retainage:	\$ 17,887.55
Net Earned:	\$332,933.49
Deductions:	\$ 0.00
Balance:	\$332,933.49
Payments to Date:	<u>\$240,457.41</u>
Amount Due Michigan Fence Outlet:	\$ 92,476.08

RECOMMENDED ACTION: It is recommended that Payment Application No. 4 and Change Order No. 1 for the 2021 Greenfield Fence Project to Michigan Fence Outlet of Macomb, Michigan be approved for the amount of \$92,476.08. It is further recommended that Change Order No. 1 in the amount of \$10,751.04 be approved for the extra work in the dog park and extra fence removal and placement. Funding is available in the Other Parks Forestry Fund 101-18-444-970 for this expenditure.

APPROVALS:City Manager: ET Department Director: KMDirector of Finance: SC Legal: N/ABudgeted: ☐**EXHIBITS:** Payment Application No. 4, Change Order No. 1, map

PAYMENT APPLICATION

PROJECT: Greenfield Fence Project
OWNER: City of Oak Park, Michigan
CONTRACTOR: Michigan Fence Outlet
 46705 Erb Drive
 Macomb, MI 48042

JOB NUMBER: M-735
APPLICATION NO.: 4
PERIOD ENDING: 4/14/23
PAGE: 1 of 2

Item No.	PRIMARY BID Description	Original Bid Quantity	Unit	Unit Price	Period Quantity	Period Amount	Quantity To Date	Amount To Date
1	Mobilization, Max 5%	1	LSUM	\$13,900.00	0.50	\$6,950.00	1.00	\$13,900.00
2	Remove Existing Fence	3,360	LFT	\$6.00	594.77	\$3,568.62	3,440.66	\$20,643.96
3	Furnish and Install New 6' High Privacy Fence, Clay Color. Manufacture by Bufftech or Approved Equal	3,360	LFT	\$72.00	1,015.66	\$73,127.52	3,374.89	\$242,992.08
4	Project Clean Up	1	LSUM	\$2,320.00	0.00	\$0.00	0.00	\$0.00
Item No.	ALTERNATE BID Description	Original Bid Quantity	Unit	Unit Price	Period Quantity	Period Amount	Quantity To Date	Amount To Date
5	Remove Existing Fence	281	LFT	\$10.00	0.00	\$0.00	361.00	\$3,610.00
6	6' Chain Link Pedestrian Gate with Hardware	4	EACH	\$0.00	0.00	\$0.00	0.00	\$0.00
7	6' Chain Link Fence w/Footings, 8 Gauge, 1" Mesh	20	LFT	\$62.00	0.00	\$0.00	0.00	\$0.00
8	6' Chain Link Fence w/footings, 8 Gauge, 2" Mesh	1,180	LFT	\$50.00	0.00	\$0.00	1,284.00	\$64,200.00
9	Dog Park, 6'-0" High x 5'0" Wide Gate, 2" Mesh	3	EACH	\$760.00	0.00	\$0.00	3.00	\$2,280.00
10	Dog Park, 6'-0" High x 5'0" Wide Gate w/electrical access control, 1" mesh	1	EACH	\$1,520.00	0.00	\$0.00	0.00	\$0.00
11	Project Clean Up	1	LSUM	\$1,850.00	0.00	\$0.00	0.00	\$0.00
12	Dog Park, 6'-0" High x 10'-0" Swing Gate	0	LSUM	\$3,195.00	0.00	\$0.00	1.00	\$3,195.00

\$83,646.14

\$350,821.04

PROJECT: Greenfield Fence Project
OWNER: City of Oak Park, Michigan
CONTRACTOR: Michigan Fence Outlet
46705 Erb Drive
Macomb, MI 48042

JOB NUMBER: M-735
APPLICATION NO.: 4
PERIOD ENDING: 4/14/23
PAGE: 2 of 2

Original Contract Amount: \$278,300.00
Alternate Bid: \$68,700.00
Change Order No. 1: \$10,751.04
New Contract Amount: \$357,751.04

Earnings This Period: \$83,646.14
Total Earnings to Date: \$350,821.04

Less Retainage: \$17,887.55
Net Earned: \$332,933.49
Deductions: \$0.00
Balance: \$332,933.49
Payments to Date: \$240,457.41

Amount Due: \$92,476.08

Accepted By: Henri DeMil
[Henri DeMil \(May 10, 2023 06:43 EDT\)](#)
Michigan Fence Outlet

Date: May 10, 2023

Kara M. Grisamer
Kara Grisamer, City Engineer
City of Oak Park, Michigan

Date: May 10, 2023

CHANGE ORDER

PROJECT: Greenfield Fence Project
OWNER: City of Oak Park, Michigan
CONTRACTOR: Michigan Fence Outlet
 46705 Erb Drive
 Macomb, MI 48042

JOB NUMBER: M-735
CHANGE ORDER NO.: 1
PAGE: 1 of 1

TO THE CONTRACTOR:

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

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

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	Increased Amount
2	Remove Existing Fence	3,360	LFT	\$6.00	80.66	3,440.66	\$483.96
3	Furnish and Install New 6' High Privacy Fence, Clay Color. Manufacture by Bufftech or Approved Equal	3,360	LFT	\$72.00	14.89	3,374.89	\$1,072.08
5	Remove Existing Fence	281	LFT	\$10.00	80.00	361.00	\$800.00
8	6" Chain Link Fence w/footings, 8 Gauge, 2" Mesh	1,180	LFT	\$50.00	104.00	1,284.00	\$5,200.00
12	Dog Park, 6'-0" High x 10'-0" Swing Gate	0	LSUM	\$3,195.00	1.00	1.00	\$3,195.00

Total: \$10,751.04

SUMMARY

Total Increase \$10,751.04
 Total Amount for Change Order No. 1: \$10,751.04

Henri DeMil
Henri DeMil (May 10, 2023 06:42 EDT)
 Michigan Fence Outlet

May 10, 2023

Date

Original Contract Amount: \$278,300.00
 Alternate Bid \$68,700.00
 Proposed Change Order No.1: \$10,751.04
 New Contract Amount \$357,751.04

Kara M. Grisamer
 Kara Grisamer, City Engineer

May 10, 2023

Date

City of Oak Park

2021 Greenfield Fence Project, M-735

