

Oak Park City Council Agenda

May 20, 2019





AGENDA
REGULAR CITY COUNCIL MEETING
37th CITY COUNCIL
OAK PARK, MICHIGAN
May 20, 2019
7:00 PM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

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

- A. Regular Council Meeting Minutes of May 8, 2019
- B. Special Council Meeting Minutes of May 8, 2019
- C. Planning Commission Meeting Minutes of April 8, 2019
- D. Request to cancel the Zoning Board of Appeals Meeting scheduled for May 28, 2019
- E. Licenses - New and Renewals as submitted for May 20, 2019

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS:

- A. City Manager Employee Recognition – White Team
- B. Annual Budget Presentation – City Manager Tungate

8. PUBLIC HEARINGS:

- A. Public Hearing to receive citizen comments regarding the proposed fiscal year 2019-2020 budget and property tax millage rates
- B. Resolution adopting the fiscal year 2019-2020 budget and millage rates and acknowledging the multi-year budget including projections for fiscal years 2020-2021 and 2021-2022
- C. Adoption of the fiscal year 2019-2020 water and sewer and rates
- D. Adoption of the fiscal year 2019-2020 fee schedule
- E. Public Hearing to receive public comments regarding the request by Oak Park Social, LLC, 14691 West 11 Mile Rd., for the issuance of a Class C Liquor License and Dance/Entertainment Permit
- F. Resolutions approving a Class C Liquor License and Dance/Entertainment Permit to Oak Park Social, LLC, 14691 West 11 Mile Rd.

9. COMMUNICATIONS: None

10. SPECIAL LICENSES: None

11. ACCOUNTING REPORTS:

- A. Approval for payment of invoices submitted by Garan, Lucow, Miller, P.C. for legal services in the total amount of \$13,838.79

12. BIDS: None

13. ORDINANCES:

- A. Second reading and adoption of an ordinance to amend Sections 50-301 and 50-302 of Chapter 50, Article VI, Division 3, Fireworks, of the Code of Ordinances, City of Oak Park
- B. Second reading and adoption of an ordinance to repeal Sections 22-286 through 22-368, of Chapter 22, Businesses, Article VIII, Vehicles for Hire, Divisions 1-5 of the Code of Ordinances, City of Oak Park
- C. Second reading and adoption of an ordinance to amend Section 74-675p, Article XIV, Stopping, Standing and Parking, Chapter 74, Traffic and Vehicles, of the Code of Ordinances, City of Oak Park

14. CITY ATTORNEY:

15. CITY MANAGER:

Public Safety

- A. Request to adopt the updated Oak Park Emergency Operations Plan

Finance

- B. Assessment Contract with WCA Assessing
- C. Auditor Contract with Rehmann Robson, LLC

Economic Development and Communications

- D. Request to approve a proposal from Dearborn Lithographics for professional services for 2019-2020 calendar and magazine printing and postage for the total amount of \$43,531 and to amend the Printing and Publications budget 101-22.806.900.000 with an increase of \$3,231 for fiscal year 2019-2020
- E. Update on Tax Foreclosed Properties – FPJ Investments
- F. Update on Tax Foreclosed Properties – MRE Partners

16. CALL TO THE AUDIENCE

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

17. CALL TO THE COUNCIL

18. ADJOURNMENT

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



**CITY OF OAK PARK, MICHIGAN
REGULAR COUNCIL MEETING OF THE
37th OAK PARK CITY COUNCIL**

May 8, 2019

7:00 PM

MINUTES

The Oak Park City Council Meeting of May 6, 2019 was adjourned to May 8, 2019 due to the lack of quorum as only Mayor McClellan was in attendance. Mayor McClellan continued the meeting at 7:00 PM in the Council Chambers of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

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

ABSENT: None

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris

APPROVAL OF AGENDA:

CM-05-116-19 (AGENDA ITEM #4) ADOPTION OF THE AGENDA AS AMENDED – APPROVED

Motion by Radner, seconded by Rich, CARRIED UNANIMOUSLY, to approve the agenda with the following changes:

- Items #15B, #15C and #15D removed from the agenda.

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-05-117-19 (AGENDA ITEM #5A-K) CONSENT AGENDA - APPROVED

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

- A. Regular Council Meeting Minutes of April 15, 2019 **CM-05-118-19**
- B. Special Council Meeting Minutes of April 15, 2019, April 16, 2019 and April 18, 2019 **CM-05-119-19**
- C. Retirement Board Meeting Minutes of February 25, 2019 **CM-05-20-19**
- D. Oak Park Library Board Meeting Minutes of March 19, 2019 **CM-05-121-19**
- E. Beautification Commission Meeting Minutes of December 18, 2018 and February 19, 2019 **CM-05-122-19**

- F. Parks and Recreation Meeting Minutes of February 20, 2019 and March 20, 2019 **CM-05-123-19**
- G. Recycling Commission Meeting Minutes of February 21, 2019 **CM-05-124-19**
- H. Court Management Council Meeting Minutes of September 27, 2018 **CM-05-125-19**
- I. Request to advertise for bids for Program Year 2018 Yard Services, M-702 **CM-05-126-19**
- J. Change Order No. 1 in the amount of (\$10,106.89) and Payment Application No. 6 in the amount of \$78,399.04 to Aielli Construction Co., Inc. for the 2017 Water Main Replacement Project, M-649 **CM-05-127-19**
- K. Licenses - New and Renewals as submitted for May 8, 2019 **CM-05-128-19**

MERCHANT'S LICENSES – May 8, 2019
(Subject to All Departmental Approvals)

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
R&G WHOLESALE	8625 CAPITAL	\$150.00	WAREHOUSE
PRETTY COLLAB	22115 CAPITAL	\$150.00	BEAUTY SERVICES/RETAIL
QC PHARMACY	24651 COOLIDGE	\$150.00	PHARMACY
LAVISH LOCKS OF LOVE HAIR BOUTIQUE	21900 GREENFIELD 207	\$150.00	HAIR AND CLOTHING BOUTIQUE
OAK PARK MAX CARE PHYSICAL THERAPY	12702 NINE MILE	\$150.00	PHYSICAL THERAPY CLINIC
<u>2019 RENEWALS</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
UNITED REFRIGERATION	12811 CAPITAL	\$150.00	HVAC/R WHOLESALER
LIFE LINE NATION	13240 CAPITAL A	\$187.50	AUDIO, VIDEO, PRODUCTION AND CONSULTING
CLOVERDALE EQUIPMENT	13133 CLOVERDALE	\$150.00	CONSTRUCTION EQUIPMENT RENTAL AND DISTRIBUTION
NEW NORTHEAST MARKET	21601 COOLIDGE	\$150.00	LIQUOR STORE
ANNIEWRAP & FLOWERS	22171 COOLIDGE	\$225.00	FLORAL SHOP
MARCUS WEAR AND TAILOR	24709 COOLIDGE	\$187.50	CLOTHING ALTERATIONS/RETAIL
MAJOR DEALS	24721 COOLIDGE	\$187.50	RESALE SHOP
STAR BAKERY	26031 COOLIDGE	\$150.00	ARTISAN BAKING
PENNZOIL 10 MINUTE	13601 ELEVEN MILE	\$225.00	OIL CHANGE
SYNERGY REHAB	13631 ELEVEN MILE	\$187.50	OUTPATIENT PHYSICAL THERAPY
FINE FURNITURE RESTORATION	13751 ELEVEN MILE	\$150.00	FURNITURE RESTORATION
PLASKEY PAINTERS	14669 ELEVEN MILE	\$187.50	PAINTING SERVICES
BOUNCING ALL AROUND	15391 ELEVEN MILE	\$225.00	PARTY RENTALS
DAVE'S GOURMET	15280 LINCOLN	\$225.00	GOURMET KOSHER FOOD
SUDS OF MICHIGAN	10840 NINE MILE	\$225.00	LAUNDRY MAT
LITTLE BEARS LEARNING CENTER	13391 NINE MILE	\$187.50	DAYCARE
WALGREENS	13550 NINE MILE	\$225.00	STORE/PHARMACY
MOTOWN BODY OILS	13807 NINE MILE	\$225.00	COSMETICS/HEALTH/BEAUTY SUPPLIES
DALLAS DESIGNS SALON	13831 NINE MILE	\$150.00	HAIR SALON
THE GLAM BOX	15411 NINE MILE	\$187.50	HAIR/NAIL SALON
SALON SAGA STUDIOS	10450 NINE MILE A	\$225.00	HAIR/NAIL SALON
SHERWIN WILLIAMS	13101 NORTHEAST	\$150.00	PAINT SUPPLIER
MABUL SERVICES	21721 REPUBLIC	\$150.00	EMERGENCY MITIGATION - FIRE, WATER, MOLD CONTENTS

GREAT EXPRESSIONS DENTAL CENTER	13231 TEN MILE	\$225.00	DENTAL CENTER
UNITED REFRIGERATION	12811 CAPITAL	\$150.00	HVAC/R WHOLESALER
LIFE LINE NATION	13240 CAPITAL A	\$187.50	AUDIO, VIDEO, PRODUCTION AND CONSULTING
CLOVERDALE EQUIPMENT	13133 CLOVERDALE	\$150.00	CONSTRUCTION EQUIPMENT RENTAL AND DISTRIBUTION
NEW NORTHEAST MARKET	21601 COOLIDGE	\$150.00	LIQUOR STORE
ANNIEWRAP & FLOWERS	22171 COOLIDGE	\$225.00	FLORAL SHOP
MARCUS WEAR AND TAILOR	24709 COOLIDGE	\$187.50	CLOTHING
MAJOR DEALS	24721 COOLIDGE	\$187.50	ALTERATIONS/RETAIL RESALE SHOP

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #8A) Measles Outbreak Update

Dr. Steve McGraw provided an update on the measles outbreak that infected 40 individuals in the community. He reported that this recent outbreak was contained and no longer presented a threat to our community.

PUBLIC HEARINGS:

(AGENDA ITEM #8A) PUBLIC HEARING

Mayor McClellan continued the public hearing for Special Assessment Districts 681, 682, 683 and 684 that was commenced at the meeting on May 6, 2019 and was adjourned to May 8, 2019. On May 6, 2019, Merlin Taylor expressed concerns regarding Miscellaneous Concrete Repair invoices for properties located at 15160 and 15161 Kenwood. There were no members of the public wishing to speak on May 8th and the public hearing was closed.

**CM-05-129-19 (AGENDA ITEM #8A) ADOPTION OF SPECIAL ASSESSMENT RESOLUTIONS TO CONFIRM THE ROLLS AND SET THE DUE DATE OF JUNE 14, 2019 TOGETHER WITH PENALTY OF TEN PERCENT (10%) FOR SPECIAL ASSESSMENT DISTRICTS #681 - DELINQUENT UTILITIES; #682 - MISCELLANEOUS CONCRETE REPLACEMENT, #683 - PROPERTY BLIGHT AND #684 - SIDEWALK REPLACEMENT
- APPROVED**

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to adopt Special Assessment Resolution (No. 9) confirming the rolls, and Special Assessment Resolution (No. 10) setting the due date of June 14, 2019 with penalty for the Special Assessment districts: No. 681 – Unpaid Utility Invoices; No. 682 – Unpaid Miscellaneous Concrete

Replacement Invoices; No. 683 – Unpaid Property Blight Invoices; and No. 684 – Unpaid Sidewalk Repair Invoices; and withholding the temporary exceptions pending further review by the City Manager to report back to the City Council as to whether they will be kept on the Roll, added on at a later date or removed permanently:

CITY OF OAK PARK
MICHIGAN

SPECIAL ASSESSMENT RESOLUTION NO. 9

DISTRICT NO. 681
DISTRICT NO. 682
DISTRICT NO. 683
DISTRICT NO. 684

The Mayor announced that this was the time set to review the Special Assessment Roll as prepared and revised by the City Assessor for unpaid expenses incurred on private premises, assessed in Special Assessment Roll No. 681, 682, 683, 684

The Clerk read into record the objections that were received.

There were objections received as follows:

SAD	Address	Parcel ID #
682 Unpaid Miscellaneous Concrete Repair		
681	15160 Kenwood	52-25-30-303-065
681	15161 Kenwood	52-25-30-355-002
683 Unpaid Property Blight Invoices		
683	22000 Stratford	52-25-31-126-016
683	24701 Westhampton	52-25-30-227-022
683	13331 Oak Park Blvd.	52-25-29-302-013
683	12751 Rosemary	52-25-29-377-021
683	10031 Corning	52-25-32-228/-018
683	24200 Majestic	52-25-29-278-009

BE IT RESOLVED that Special Assessment Roll No. 681, 682, 683, and 684 as prepared and revised by the City Assessor, are hereby confirmed.

CITY OF OAK PARK
MICHIGAN

SPECIAL ASSESSMENT RESOLUTION NO. 10

DISTRICT NO. 681
DISTRICT NO. 682
DISTRICT NO. 683
DISTRICT NO. 684

At a Regular Meeting of the City Council of the City of Oak Park, held the 8th day of May, 2019 at 7:00 P.M., at the City Hall, 14000 Oak Park Boulevard, in said City.

WHEREAS, by resolution adopted May 8, 2019, Special Assessment Rolls No. 681, 682, 683, and 684 were confirmed by the City Council.

NOW, THEREFORE, BE IT RESOLVED THAT: Said Special Assessment Rolls shall be due in one (1) installment payable on June 14, 2019, in full, together with a penalty of ten percent (10%).

BE IT FURTHER RESOLVED THAT: An unpaid installment of said Special Assessment Roll shall bear penalty at an annual rate of five percent (5%) after due date of June 14, 2019.

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

MOTION DECLARED ADOPTED

COMMUNICATIONS: None

SPECIAL LICENSES: None

ACCOUNTING REPORTS:

CM-05-130-19 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF INVOICES SUBMITTED BY GARAN, LUCOW, MILLER, P.C. FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$15,890.84 - APPROVED

Motion by Radner, seconded by Weiss, CARRIED UNANIMOUSLY, to approve payment of invoices #512385, #512386, #512387, #512388, #512389 and #512390 submitted by Garan, Lucow, Miller P.C., for legal services rendered through March 31, 2019 in the total amount of \$15,890.84.

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

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES:

CM-05-131-19 (AGENDA ITEM #13A) FIRST READING OF AN ORDINANCE TO AMEND SECTIONS 50-301 AND 50-302 OF CHAPTER 50, ARTICLE VI, DIVISION 3, FIREWORKS, OF THE CODE OF ORDINANCES, CITY OF OAK PARK - APPROVED

Motion by Radner, seconded by Weiss, CARRIED UNANIMOUSLY, to approve the first reading of an ordinance to amend Sections 50-301 and 50-302 of Chapter 50, Article VI, Division 3, Fireworks, of the Code of Ordinances, City of Oak Park.

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

MOTION DECLARED ADOPTED

CM-05-132-19 (AGENDA ITEM #13B) FIRST READING OF AN ORDINANCE TO REPEAL SECTIONS 22-286 THROUGH 22-368, OF CHAPTER 22, BUSINESSES, ARTICLE VIII, VEHICLES FOR HIRE, DIVISIONS 1-5 OF THE CODE OF ORDINANCES, CITY OF OAK PARK - APPROVED

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve the first reading of an ordinance to repeal Sections 22-286 through 22-368, of Chapter 22, Businesses, Article VIII, Vehicles for Hire, Divisions 1-5 of the Code of Ordinances, City of Oak Park.

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

MOTION DECLARED ADOPTED

CM-05-133-19 (AGENDA ITEM #13C) FIRST READING OF AN ORDINANCE TO AMEND SECTION 74-675P, ARTICLE XIV, STOPPING, STANDING AND PARKING, CHAPTER 74, TRAFFIC AND VEHICLES, OF THE CODE OF ORDINANCES, CITY OF OAK PARK - APPROVED

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve the first reading of an ordinance to amend Section 74-675p, Article XIV, Stopping, Standing and Parking, Chapter 74, Traffic and Vehicles, of the Code of Ordinances, City of Oak Park.

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

MOTION DECLARED ADOPTED

CITY ATTORNEY: No Report

CITY MANAGER:

Administration

CM-05-134-19 (AGENDA ITEM #15A) REQUEST TO SCHEDULE A PUBLIC HEARING ON THE FY 2019-2020 ANNUAL BUDGET FOR MONDAY, MAY 20, 2019 AT 7:00 PM - APPROVED

Motion by Rich, seconded by Burns, CARRIED UNANIMOUSLY, to schedule a Public Hearing on the FY 2019-2020 Annual Budget for Monday, May 20, 2019 at 7:00 PM

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

MOTION DECLARED ADOPTED

Community and Economic Development

**(AGENDA ITEM #15B) Update of Tax Foreclosed Properties – FPJ Investments
(Removed from the agenda)**

**(AGENDA ITEM #15B) Update of Tax Foreclosed Properties – MRE Partners
(Removed from the agenda)**

**(AGENDA ITEM #15C) Request to award bids from Tax Foreclosure RFQ
(Removed from the agenda)**

**CM-05-135-19 (AGENDA ITEM #15E) REQUEST TO APPROVE A FAÇADE
IMPROVEMENT GRANT TO OAK PARK SOCIAL FOR THE
BUILDING LOCATED AT 14691 ELEVEN MILE ROAD, FOR 50%
OF THE PROJECT COSTS NOT TO EXCEED \$2,500 - APPROVED**

Motion by Rich, seconded by Burns, CARRIED UNANIMOUSLY, to approve a façade improvement grant to Oak Park Social for the building located at 14691 Eleven Mile Road, for 50% of the project costs not to exceed \$2,500

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

MOTION DECLARED ADOPTED

Economic Development and Communications Director Marrone reported that the owners of Oak Park Social, 14691 Eleven Mile Road, have plans to install designer glass garage doors to the west side of the building as part of a total renovation and expansion project.

**CM-05-136-19 (AGENDA ITEM #15F) REQUEST TO SUPPORT A BROWNFIELD
GRANT APPLICATION TO ASSIST WITH THE DEVELOPMENT
OF THE WWJ BUILDING BY UNION JOINTS - APPROVED**

Motion by Rich, seconded by Burns, CARRIED UNANIMOUSLY, to support a Brownfield Grant Application to assist with the development of the WWJ Building by Union Joints.

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

MOTION DECLARED ADOPTED

Ms. Marrone reported that the department has been working with Union Joints to assist with their development of the WWJ Building into a destination restaurant and event space. The cost of cleaning up onsite contamination that was caused by the previous owner was more than triple the original estimate so to help move the project forward a grant to assist with this clean-up will be submitted.

Department of Public Works

CM-05-137-19 (AGENDA ITEM #15G) REQUEST TO APPROVE PROPOSED CHANGE ORDER NO. 1 IN THE AMOUNT OF \$9,105.46 AND PAYMENT APPLICATION NO. 2 IN THE AMOUNT OF \$90,207.58 TO MATTIOLI CEMENT COMPANY FOR THE 2018-2019 MISCELLANEOUS CONCRETE REPAIR PROJECT, M-682 - APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve proposed Change Order No. 1 in the amount of \$9,105.46 and Payment Application No. 2 in the amount of \$90,207.58 to Mattioli Cement Company for the 2018-2019 Miscellaneous Concrete Repair Project, M-682.

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

MOTION DECLARED ADOPTED

Assistant City Manager Yee reviewed proposed Change Order No. 1 and Payment Application No. 2 for the 2018-2019 Miscellaneous Concrete Repair Project, M-682. This project repairs damaged concrete from water main breaks, sewer repairs, and other deteriorated sections throughout the City. The proposed Change Order is for removal of the islands within the 11 Mile Road parking lot area. This project is approximately 95% complete.

CM-05-138-19 (AGENDA ITEM #15H) REQUEST TO APPROVE PROPOSED CHANGE ORDER NO. 3 IN THE AMOUNT OF \$4,484.11 AND PAYMENT APPLICATION NO. 4 IN THE AMOUNT OF \$272,259.98 TO FRANK REWOLD & SONS, INC. FOR THE 2018 45TH DISTRICT COURT RENOVATION PROJECT, M-684 - APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve proposed Change Order No. 3 in the amount of \$4,484.11 and Payment Application No. 4 in the amount of \$272,259.98 to Frank Rewold & Sons, Inc. for the 2018 45th District Court Renovation Project, M-684.

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

MOTION DECLARED ADOPTED

Assistant City Manager Yee reviewed proposed Change Order No. 3 and Payment Application No. 4 for the 2018 45th District Court Renovation Project, M-684. He indicated the proposed change order is for revisions to the original project scope including the fire dampers and bullet resistant glass. The project is approximately 35% complete through the period ending April 30, 2019.

CM-05-139-19

(AGENDA ITEM #15I) REQUEST TO APPROVE MICHIGAN DEPARTMENT OF TRANSPORTATION CONTRACT NUMBER 19-5175 FOR THE 9 MILE ROAD DIET PROJECT SUBJECT TO REVIEW BY THE CITY ATTORNEY AND TO AUTHORIZE THE MAYOR AND CITY CLERK TO SIGN THE CONTRACT ON BEHALF OF THE CITY - APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve Michigan Department of Transportation contract number 19-5175 for the 9 Mile Road Diet Project subject to review by the City Attorney and to authorize the Mayor and City Clerk to sign the contract on behalf of the City.

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

MOTION DECLARED ADOPTED

Mr. Yee summarized MDOT contract number 19-5175 which is an amendment from the original approved contract (contract 19-5007) due to the bid prices coming in higher than the estimate, for which MDOT has increased the Federal Funding from \$983,826 to \$1,271,244. This project will create roadway improvements and non-motorized trail construction work along 9 Mile Road from McClain Drive easterly to Pinecrest Drive. The total project cost is estimated at \$1,816,000 of which \$1,271,244 will be paid from Federal funds. Ferndale will be responsible for approximately 7% of the project that will occur in their City

CM-05-140-19

(AGENDA ITEM #15J) REQUEST TO APPROVE A PROPOSAL FROM ORCHARD, HILTZ & MCCLIMENT, INC. TO PERFORM THE CONSTRUCTION ENGINEERING FOR THE NINE MILE ROAD DIET PROJECT FOR AN HOURLY, NOT TO EXCEED AMOUNT OF \$221,000.00 SUBJECT TO FINAL REVIEW BY THE CITY ATTORNEY - APPROVED

Motion by Weiss, seconded by Burns, CARRIED UNANIMOUSLY, to approve a proposal from Orchard, Hiltz & McCliment, Inc. to perform the Construction Engineering for the Nine Mile Road Diet project for an hourly, not to exceed amount of \$221,000.00 subject to final review by the City Attorney.

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

MOTION DECLARED ADOPTED

Mr. Yee reviewed the proposal from OHM to perform professional services for the Construction Engineering of the Nine Mile Road Diet project. This proposal is for the inspection and MDOT contract administration for this federally funded project. Ferndale would be responsible for their share based on a percentage of construction costs.

CALL TO THE AUDIENCE:

Delma Williams, 24140 Oneida, requested information about payment options for a blight invoice pertaining to her property.

CALL TO THE COUNCIL:

Mayor ProTem Radner wished everyone a good night.

Council Member Burns thanked everyone for coming out.

Council Member Weiss reviewed upcoming city events and wished everyone a good night.

Council Member Rich wished everyone a good night.

Mayor McClellan wished everyone a good night.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:21 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
37th OAK PARK CITY COUNCIL
May 8, 2019
6:00 PM**

MINUTES

The Special Meeting was called to order at 6:03 PM by Mayor McClellan in the Executive Conference Room of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544

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

ABSENT: None

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, Assistant City Manager Yee, Director of Recreation Stasiak, Economic Development and Communications Director Marrone

SPECIAL BUSINESS:

(AGENDA ITEM A) Discuss and Consider the Dewey Park Project

City Manager Tungate and Economic Development and Communications Director Marrone outlined the possible sale of city property at Dewey Park in exchange for the developer constructing a new park as part of their development project. Ms. Marrone indicated that the city currently does not have adequate funding for this park and a new development would provide increased tax revenue. Council discussed the development idea and there was consensus to have the City Manager proceed with a developer for the sale of the property. Ms. Marrone indicated that the sale of this property would require an amendment to the City Master Plan and the property would need to be appraised.

**SCM-05-115-19 MOTION TO MOVE FORWARD ON THE DEWEY PARK PROJECT
- APPROVED**

Motion by Burns, Seconded by Rich, CARRIED UNANIMOUSLY, to move forward on the Dewey Park Project.

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

MOTION ADOPTED

CALL TO THE AUDIENCE:

There were no members of the public wishing to speak.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the special meeting at 6:55 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

**CITY OF OAK PARK PLANNING COMMISSION
MONDAY, APRIL 8, 2019
MINUTES**

Meeting was called to order at 7:00 p.m., in the City Council Chambers, Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, MI, by Secretary Eizelman and roll call was made.

PRESENT: Commissioner Burns
Commissioner Eizelman
Commissioner McClellan
Commissioner Seligson
Commissioner Tungate
Commissioner Walters-Gill

ABSENT: Chairperson Torgow
Vice Chairperson Brown
Commissioner Tkatch

OTHERS PRESENT: Community & Economic Development Director, Kim Marrone
Deputy City Clerk, Lisa Vecchio

3. APPROVAL OF AGENDA OF APRIL 8, 2019:

MOTION by Burns, SECONDED by Walters-Gill, to approve the agenda of April 8, 2019.

VOTE: Yes: All
No: None

MOTION CARRIED

4. APPROVAL OF MINUTES OF JANUARY 14, 2019:

MOTION by Burns, SECONDED by Seligson, to approve the minutes of January 14, 2019.

VOTE: Yes: All
No: None

MOTION CARRIED

5. COMMUNICATIONS/CORRESPONDENCE: None

6. PUBLIC HEARING:

- A. Public Hearing to consider a request submitted by Oak Park Social restaurant for Special Land Use approval to allow for a restaurant that serves alcoholic liquor to be located at 14691 Eleven Mile Road.**

Secretary Eizelman opened the public hearing at 7:01 p.m.

Alex Vishay of Oak Park Social introduced himself and his idea for the restaurant to the Planning Commission.

Secretary Eizelman closed the public hearing at 7:02 p.m.

B. Planning Commission action regarding a request submitted by Oak Park Social restaurant for Special Land Use approval to allow for a restaurant that serves alcoholic liquor to be located at 14691 Eleven Mile Road.

Secretary Eizelman referenced City Planner Rulkowski's report, dated April 3, 2019:

Special Land Use Standards

The Special Land Use section of the Zoning Ordinance (Article XIX) requires the proposed use for a Restaurant that serves Alcoholic Liquor to meet a number of general standards (Section 1900) as well as use specific standards for Restaurants Serving Alcoholic Liquor (Section 1930).

Section 1900 General Standards:

A. *The proposed special land use shall be of such location, size and character that it will be in harmony with the appropriate and orderly development of the surrounding neighborhood and/or vicinity and applicable regulations of the zoning district in which it is to be located.*

B. *The proposed use shall be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved, taking into consideration vehicular turning movements in relation to routes of traffic flow, proximity and relationship to intersections, adequacy of sight distances, location of and access to off-street parking, and provisions for pedestrian safety.*

C. *The location, size, intensity, site layout and periods of operation of any such proposed use shall be designed to eliminate any possible nuisance emanating therefrom which might be noxious to the occupants of any other nearby permitted uses, whether by reason of dust, noise, fumes, vibration, smoke or lights.*

D. *The proposed use shall be such that the proposed location and height of building or structures and location, nature and height of walls, fences and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value.*

E. *The proposed use shall relate harmoniously with the physical and economic aspects of adjacent land uses as regards to prevailing shopping habits, convenience of access by prospective patrons, continuity of development, and need for particular services and facilities in specific areas of the city.*

F. *The proposed use is necessary for the public convenience at the proposed location.*

G. *The proposed use is designed, located, planned and to be operated that the public health, safety and welfare will be protected.*

H. *The proposed use shall not cause substantial injury to the value of other property in the neighborhood in which it is to be located and will not be detrimental to existing and/or other permitted land uses in the zoning district.*

The Planning Division finds that the information contained in the application package and on the Site Plan satisfactorily meets the eight general standards identified in Section 1900 Special Land Uses in the Zoning Ordinance.

Sec. 1930. - Establishments serving alcoholic liquor for consumption on the premises.

Establishments serving alcoholic liquor for consumption on the premises may be permitted in certain districts specified in this section, subject to the following:

A. All establishments serving alcoholic liquor for consumption on the premises are subject to the following:

1. The proposed establishment serving alcoholic liquor for consumption on the premises is not located within 500 feet of a place of worship or school building. The distance between the place of worship or school building and the contemplated location shall be measured along the center line of the street or streets of address between two fixed points on the center line determined by projecting straight lines, at right angles to the center line, from the part of the place of worship or school building nearest to the contemplated location and from the part of the contemplated location nearest to the place of worship or school building. Notwithstanding the stated distance requirements, no proposed establishment serving alcoholic liquor for consumption on the premises will be permitted to serve alcoholic liquor if the proposed establishment serving alcoholic liquor for consumption on the premises is located on a parcel of land adjacent to a parcel of land with a place of worship or school building. This provision may be waived by the city council if the affected school(s) or place(s) of worship, through its duly appointed or elected governing body, affirmatively waives, in writing, its right to object to the restaurant and the city council determines that the proposed establishment serving alcoholic liquor for consumption on the premises will not adversely affect the operation of the school or place of worship.

2. The layout of the site of the proposed establishment serving alcoholic liquor for consumption on the premises and its relationship to streets serving access to the site shall be in a manner that vehicular and pedestrian traffic to and from the proposed establishment serving alcoholic liquor for consumption on the premises, and the potential assembly of persons connected therewith, will not be hazardous, endangering, or inconvenient to the surrounding neighborhood and commercial district.

3. The proposed establishment serving alcoholic liquor for consumption on the premises will be compatible with adjacent uses of land, considering the proximity of residential dwellings, places of worship, schools, public structures, and other places of public gatherings.

4. The proposed establishment serving alcoholic liquor for consumption on the premises will not be contrary to the public interest or injurious to nearby properties.

5. The proposed establishment serving alcoholic liquor for consumption on the premises will not have the possible effect of downgrading and blighting the surrounding neighborhood.

6. The proposed establishment serving alcoholic liquor for consumption on the premises will not reasonably be expected to diminish the value of properties in the immediate area.

B. For restaurants serving alcoholic liquor for consumption on the premises the following additional requirements:

1. There shall at all times be maintained and provided culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time.

2. Not more than 50 percent of the gross floor area open to the general public shall be used for purposes other than seating for diners, consisting of tables, chairs, booths, and necessary aisle ways. Public restroom facilities shall not be considered in this determination.

3. Not less than 50 percent of the gross sales of the restaurant annually are derived from the sale of food and nonalcoholic beverages prepared for consumption on the premises as required by the Michigan Liquor Control Commission.

4. All truck well, loading dock and loading/truck service areas shall be located and designed to minimize negative impact on adjoining properties.

Specific standards findings:

1. *The interior layout of the Oak Park Social restaurant accommodates over 20 patrons as indicated on the submitted floor plan.*
2. *Not more than 50 percent of the gross floor area open to the general public is used for purposes other than seating for diners, consisting of tables, chairs, booths, and necessary aisle ways.*
3. *A proposed menu has been submitted demonstrating that the facility is to be a restaurant.*

The Planning Division finds the submitted information demonstrates that Oak Park Social restaurant, satisfactorily meets the specific standards for Restaurants serving Alcoholic Liquor (Section 1930).

Site Plan Review

A Site Plan is required as part of the Special Land Use process. The proposed location of the restaurant is in a currently vacant 2,360 square foot building in the MX-1, Mixed Use District. The Site Plan shows that a 440 square foot addition will be constructed in the northeast corner of the building to house restroom facilities for the restaurant. In addition, the Site Plan indicates that an outdoor dining area will be created on the west side of the building. The indoor portion of the restaurant will seat 84 patrons and the outdoor dining area an additional 60 people. The Site Plan shows seating for 80 patrons on the seasonal patio, but after concerns by the staff, the applicant has agreed to reduce the number of seats in this area to 60 people.

Based on the square footage of the indoor portion of the restaurant, the use would be required to provide 37 parking spaces. The outdoor dining area an additional 15 parking spaces. Because the restaurant is proposed in an area with a municipal parking district, the operation is allowed to utilize the adjacent parking lot to the rear of the property. It is anticipated that due to the location of the restaurant, in a fairly densely populated residential area, that a portion of the restaurant's summer clientele will walk or bike to the business.

The City of Oak Park is in the process of redesigning the three municipal parking lots in the Mixed Use District along Eleven Mile Road with reconstruction anticipated to begin within a few months. The new design for the municipal parking lot (attached) will create a much more efficient traffic flow as well as increasing the overall number of parking spaces in the municipal parking lot to 120 (a gain of 18 parking spaces).

The Site Plan does not show a required bike rack (Section 1726, N). The applicant has indicated their willingness to include a bike rack at the restaurant and its inclusion should be made a condition of approval.

The outdoor dining area regulations of the Zoning Ordinance permits outdoor dining between March 1st and November 30th of the year. The Site Plan demonstrates that physical standards of Section 1709 Outdoor Dining have been met. A condition of approval should state that the operational standards for outdoor dining areas are continuously met.

The building elevations of the proposed Site Plan demonstrate the façade of the new restaurant will meet the requirements of Section 1727 Commercial and mixed use building design requirements. Specifically, the front building design includes an appropriate amount of windows and decorative finish materials. The elevation shows awnings over the front (Eleven Mile Road side) and the rear entrances.

The Site Plan does not indicate any details regarding new roof or ground located mechanical equipment. The Zoning Ordinance requires all roof top and ground level equipment to be screened.

The Site Plan does not indicate any outdoor lighting for the building or site. All exterior lighting is required to be shielded downward so it does not create a nuisance to adjacent properties or street traffic.

The Site Plan elevations show a dumpster in a screened enclosure that will be located in the open area to the rear of the outdoor dining area. A dumpster enclosure detail meeting the Zoning Ordinance requirements will need to be submitted as part of the building permit application.

The Site Plan shows one sign on the front of the building. A sign permit application will need to be submitted for any proposed signs.

MOTION by Walters-Gill, SECONDED by Seligson, to approve the Special Land Use and Site Plan for Oak Park Social restaurant, 14691 Eleven Mile Road, as a restaurant serving alcoholic liquor, with the following conditions:

1. There shall at all times be maintained and provided culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time.
2. Not more than 50 percent of the gross floor area open to the general public shall be used for purposes other than seating for diners, consisting of tables, chairs, booths, and necessary aisle ways. Public restroom facilities shall not be considered in this determination.
3. Not less than 50 percent of the gross sales of the restaurant annually are derived from the sale of food and nonalcoholic beverages prepared for consumption on the premises as required by the Michigan Liquor Control Commission.
4. The identified outdoor dining area is required to meet the standards in Section 1709 Outdoor Dining.
5. The number of seats in the outdoor dining area to be reduced to 60.
6. All exterior lighting is required to be shielded downward so it does not create a nuisance to adjacent properties or street traffic.
7. All ground and rooftop equipment to be screened as required by the Zoning Ordinance.
8. A dumpster enclosure detail which meets the Zoning Ordinance requirements to be submitted.
9. No signs are approved as part of the Site Plan Review process. A separate sign permit application must be submitted.

VOTE: Yes: Burns, Eizelman, McClellan, Seligson, Tungate, Walters-Gill
 No: None

MOTION CARRIED

7. CONSENT AGENDA: No Items Eligible This Month

8. MATTERS FOR CONSIDERATION

A. OLD BUSINESS – None

B. NEW BUSINESS

1. Capital Improvement Program 2019-2020 Annual Budget

Community and Economic Development Director Marrone reviewed some projects within the Capital Improvement plan. There were no changes made.

MOTION by Seligson, SECONDED by Burns, to approve the 2019-2020 Capital Improvement Program.

VOTE: Yes: Burns, Eizelman, McClellan, Seligson, Tungate, Walters-Gill
 No: None

MOTION CARRIED

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

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

11. ADJOURNMENT

There being no further business, Secretary Eizelman adjourned the meeting at 7:23 p.m.

Lisa Vecchio, Deputy City Clerk



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: May 20, 2019

AGENDA #

SUBJECT: Request to cancel the May 28, 2019 Zoning Board of Appeals meeting.

DEPARTMENT: Community & Economic Development, Planning Division

SUMMARY: The Chairperson of the Zoning Board of Appeals is requesting the May 28, 2019 meeting be cancelled. There is no business scheduled before Appeals is requesting the Zoning Board of Appeals.

FINANCIAL STATEMENT:

RECOMMENDED ACTION: The City Council consider accepting the request of the Chairperson of the Zoning Board of Appeals and cancel the May 28, 2019 regularly scheduled meeting.

APPROVALS:

City Manager: _____

Department Director: _____

Director of Finance: _____

Budgeted: ☐

EXHIBITS:

MERCHANT'S LICENSES - MAY 20TH, 2019
(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
RENEWALS	ADDRESS	FEES	BUSINESS TYPE
CHECK N' GO	25274 GREENFIELD	\$187.50	CHECK CASHING
DOLLAR GENERAL #19162	22100 COOLIDGE	\$225.00	CONVENIENCE STORE
DOLLAR GENERAL #9565	12720 NINE MILE	\$225.00	CONVENIENCE STORE



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: May 20, 2019

AGENDA #

SUBJECT: Approval of Resolution for Fiscal-Year 2019-2020 Budget, the 2019 Millage rates and Acknowledging the Multi-Year Budget, including Projections of Future Fiscal-Years 2020-2021 and 2021-2022.

DEPARTMENT: Finance

SUMMARY: Attached for your consideration is the adopting resolution for the FY 2019-2020 Budget, the 2019 millage rate and acknowledgement of the multi-year budget.

In the attached budget document the General Fund Revenues for the FY 2019-2020 covers all the expenditures and transfers to other funds. The projected fund balance of the General Fund for the FY 2019-2020 is estimated at 18%. The Capital Improvement Program was presented to the City's Planning Commission in April 2019. It was then submitted at the Public Hearing held on May 20, 2019 and is incorporated in this budget document.

The City's total millage rate including Library, Debt, Solid Waste and Public Safety Act 345 totals 35.0460 which is a decrease of .5374 mills from FY 2018-2019.

The City of Oak Park utilizes multi-year budgets as a planning tool to fulfill the City Council's strategic goals and objectives as well as operate within its means. The Multi-Year Budget balances future revenues with the corresponding expenditures and maintains the fund balances for the General Fund and Special Revenue Funds within desired balances. Furthermore, the Multi-Year Budget also incorporates the long-range elements of the Capital Improvement Program (CIP) as approved by the City's Planning Commission.

FINANCIAL STATEMENT: Pursuant to the Oak Park City Charter, a balanced, detailed revenue and expenditure plan has been presented in accordance with all applicable City, State and Federal Statutes.

The General, Solid Waste, Library, 2012 Street Refunding, 2015 Street Refunding and 2010 Municipal Complex Bond Funds property tax revenues are calculated upon the millage rates attached in this motion sheet.

RECOMMENDED ACTION: Approval of Resolution for Fiscal-Year 2019-2020 Budget (departmental basis), the 2019 Millage rates and Acknowledging the Multi-Year Budget, including Projections of Future Fiscal-Years 2020-2021 and 2021-2022.

APPROVALS:

City Manager: _____

Finance Director: _____

EXHIBIT: Resolution

CITY OF OAK PARK
FISCAL YEAR 2019-2020 BUDGET AND
PROJECTED BUDGETS FY 2020-2021 FY 2021-2022
GENERAL AND SPECIAL FUNDS
BUDGET RESOLUTION

**GENERAL APPROPRIATIONS ACT RESOLUTION: 2019/2020 GENERAL FUND AND
SPECIAL FUND BUDGETS:**

Motion by, seconded by, CARRIED UNANIMOUSLY:

To approve the following General Appropriations Act Resolution outlining anticipated revenues and expenditures for the fiscal year beginning July 1, 2019 and includes projections for fiscal years 2020-2021 and 2021-2022, 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 20, 2019 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 20, 2019 on the proposed budget, and

WHEREAS, this budget takes into consideration the City's Multi-Year Budget and financial planning through fiscal-year 2020-2021, and 2021-2022.

NOW, THEREFORE, BE IT RESOLVED, that the fiscal year 2019-2020 attached budget (departmental basis) is adopted and that the City Council acknowledges the Multi-Year Budget, including Projections of Future Fiscal-Years 2020-2021 and 2021-2022 as part of this resolution.

GENERAL FUND	ACTUAL 2017-2018	ESTIMATED 2018-2019	APPROVED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022
REVENUES:					
PROPERTY TAX AND RELATED	12,395,925	12,914,314	13,304,308	13,745,626	14,019,083
LICENSES AND PERMITS	688,406	607,625	583,030	537,125	514,225
INTERGOVERNMENTAL	3,517,417	3,560,457	3,765,048	3,826,522	3,920,290
CHARGES FOR SERVICES	608,329	654,960	654,810	655,060	655,060
FINES	2,067,620	1,999,800	1,900,000	1,900,000	1,900,000
INTEREST	93,060	252,029	218,316	211,852	211,179
OTHER REVENUE	1,272,279	1,099,925	923,797	930,004	941,247
TOTAL REVENUE	\$ 20,643,036	\$ 21,089,110	\$ 21,349,309	21,806,189	22,161,074
EXPENDITURES:					
LEGISLATIVE	\$ 53,998	\$ 58,403	\$ 68,644	\$ 62,623	\$ 69,559
ADMINISTRATIVE	390,639	365,837	369,521	373,580	378,372
HUMAN RESOURCES	333,203	378,295	388,232	393,113	398,737
COMMUNITY & ECONOMIC DEVELOPMENT	156,576	193,666	198,897	203,229	205,895
INFORMATION TECHNOLOGY	236,280	247,172	343,635	338,277	319,277
CITY ATTORNEY	303,182	269,600	264,600	269,600	269,600
PROSECUTING ATTORNEY	66,660	66,660	69,160	71,660	71,660
ELECTIONS	166,707	218,702	241,681	232,173	212,852
CITY CLERK	111,305	113,528	114,288	115,157	116,269
FINANCE AND ADMINISTRATIVE SERVICES	324,799	410,941	469,639	470,180	466,634
TECHNICAL & PLANNING SERVICES	1,268,127	1,230,939	1,210,375	1,157,523	1,172,612
PUBLIC SAFETY	10,198,879	10,467,894	10,743,324	10,773,566	10,833,324
PUBLIC WORKS	714,719	1,119,609	1,523,272	1,654,596	1,636,501
RECREATION	666,885	714,996	728,929	737,323	745,562
NON-DEPARTMENTAL	2,204,316	1,556,873	1,514,901	1,617,901	1,809,901
PUBLIC INFORMATION	243,771	275,350	206,080	205,393	196,488
TOTAL EXPENDITURES	\$ 17,440,046	\$ 17,688,465	\$ 18,455,178	18,675,894	18,903,243
REVENUES OVER (UNDER) EXPENDITURES	\$ 3,202,990	\$ 3,400,645	\$ 2,894,131	3,130,295	3,257,831
OTHER FINANCING USES					
TRANSFERS IN	\$ -	\$ -	\$ 215,000	\$ 30,000	\$ 30,000
TRANSFERS OUT	3,162,242	3,400,645	3,109,131	3,160,295	3,287,831
TOTAL OTHER FINANCING USES	\$ (3,162,242)	\$ (3,400,645)	\$ (2,894,131)	\$ (3,130,295)	\$ (3,257,831)
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 20,602,288	\$ 21,089,110	\$ 21,349,309	21,806,189	22,161,074
NET CHANGE IN FUND BALANCE	\$ 40,748	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ 3,854,066	\$ 3,894,814	\$ 3,894,821	\$ 3,894,821	\$ 3,894,821
ENDING FUND BALANCE	\$ 3,894,814	\$ 3,894,821	\$ 3,894,821	\$ 3,894,821	\$ 3,894,821

**CITY OF OAK PARK
FISCAL YEAR 2019-2020 BUDGET AND
PROJECTED BUDGETS FY 2020-2021 FY 2021-2022
GENERAL AND SPECIAL FUNDS
BUDGET RESOLUTION**

LIBRARY AUTHORITY-FUND 111

REVENUES:

	ACTUAL 2017-2018	ESTIMATED 2018-2019	APPROVED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022
PROPERTY TAXES	\$ 660,033	\$ 681,582	\$ 702,349	\$ 720,991	\$ 740,518
INTERGOVERNMENTAL	36,637	21,300	27,000	24,200	15,200
CHARGES FOR SERVICES	15,204	13,000	11,500	11,500	11,500
FINES AND FORFEITURES	70,833	71,810	71,810	71,810	71,810
INTEREST	2,546	8,650	7,500	6,852	7,208
OTHER REVENUE	5,850	2,200	1,000	1,000	1,000
TOTAL REVENUES	\$ 791,103	\$ 798,542	\$ 821,159	\$ 836,353	\$ 847,236

EXPENDITURES:

SALARIES	\$ 351,407	\$ 359,323	\$ 313,894	\$ 317,033	\$ 320,203
FRINGES	277,245	237,743	169,694	172,568	172,281
OFFICE SUPPLIES	3,455	5,000	6,925	6,925	6,925
BOOK PROCESSING SUPPLIES	2,940	4,000	-	-	-
ADULT BOOKS	20,248	25,000	29,000	29,000	29,000
CHILDREN BOOKS	20,997	21,750	23,750	23,750	23,750
PERIODICALS & PAPERS	7,170	7,300	7,300	7,300	7,300
DVDS	5,487	5,500	5,500	5,500	5,500
AUDIO BOOKS	2,485	2,500	2,500	2,500	2,500
ADULT COMPACT DISCS	197	200	200	200	200
PROFESSIONAL SERVICES	1,753	2,520	8,020	2,520	2,520
TLN MENU SERVICES	61,151	63,527	67,600	74,370	75,370
LEGAL SERVICES	-	-	20,000	20,000	20,000
BANK/CC FEES & SERVICES	15	-	-	-	-
CONFERENCE & WORKSHOPS	887	1,050	1,050	1,050	1,050
INSURANCE & BONDS	-	-	50,000	50,000	50,000
UTILITIES - TELEPHONE	-	-	3,800	3,800	3,800
UTILITIES - WATER	4,417	2,500	2,500	2,500	2,500
UTILITIES - ELECTRIC	27,296	25,500	26,000	26,000	26,000
UTILITIES - GAS	7,254	8,600	10,400	10,400	10,400
REPAIRS & MAINTENANCE	1,267	4,000	4,000	4,000	4,000
RENTALS - COPIER LEASE	4,589	4,600	4,589	3,600	3,600
MISCELLANEOUS	3,580	3,000	3,000	-	3,000
MLA INSTITUTION	1,252	837	837	837	837
ALA	-	500	500	500	500
EDUCATION & TRAINING	290	1,100	1,100	1,000	1,000
CAPITAL OUTLAY	-	-	5,000	-	-
TOTAL EXPENDITURES	\$ 805,382	\$ 786,050	\$ 767,159	\$ 765,353	\$ 772,236

REVENUES OVER (UNDER) EXPENDITURES

\$ (14,279)	\$ 12,492	\$ 54,000	\$ 71,000	\$ 75,000
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OTHER FINANCING SOURCES (USES)

TRANSFERS IN - GENERAL FUND	\$ 70,000	\$ 38,924	\$ -	\$ -	\$ -
TRANSFERS OUT - LIBRARY LEASE DEBT SERVICE FUND	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
TOTAL OTHER FINANCING SOURCES (USES)	\$ 20,000	\$ (11,076)	\$ (50,000)	\$ (50,000)	\$ (50,000)
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 785,382	\$ 797,124	\$ 817,159	\$ 815,353	\$ 822,236

NET CHANGE IN FUND BALANCE

\$ 5,721	\$ 1,416	\$ 4,000	\$ 21,000	\$ 25,000
\$ 125,153	\$ 130,874	\$ 132,290	\$ 136,290	\$ 157,290
\$ 130,874	\$ 132,290	\$ 136,290	\$ 157,290	\$ 182,290

BROWNFIELD AUTHORITY-FUND 112

REVENUES:

PROPERTY TAXES	\$ 492,310	\$ 501,500	\$ 508,566	\$ 47,407	\$ 47,407
INTEREST	-	-	-	-	-
TOTAL REVENUES	\$ 492,310	\$ 501,500	\$ 508,566	\$ 47,407	\$ 47,407

EXPENDITURES:

SALARIES - GENERAL FUND ADMIN ALLOCATION	\$ 15,000	\$ 10,000	\$ 15,000	\$ 5,000	\$ 5,000
CONTRACTUAL SERVICES - SCHOSTAK	433,870	449,500	451,158	-	-
CONTRACTUAL SERVICES - EATON STEEL	43,456	42,000	42,408	42,407	42,407
TOTAL EXPENDITURES	\$ 492,326	\$ 501,500	\$ 508,566	\$ 47,407	\$ 47,407

REVENUES OVER (UNDER) EXPENDITURES

\$ (16)	\$ -	\$ -	\$ -	\$ -
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OTHER FINANCING SOURCES (USES)

TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 492,326	\$ 501,500	\$ 508,566	\$ 47,407	\$ 47,407

NET CHANGE IN FUND BALANCE

\$ (16)	\$ -	\$ -	\$ -	\$ -
\$ 6,602	\$ 6,586	\$ 6,586	\$ 6,586	\$ 6,586
\$ 6,586	\$ 6,586	\$ 6,586	\$ 6,586	\$ 6,586

CITY OF OAK PARK
FISCAL YEAR 2019-2020 BUDGET AND
PROJECTED BUDGETS FY 2020-2021 FY 2021-2022
GENERAL AND SPECIAL FUNDS
BUDGET RESOLUTION

	ACTUAL 2017-2018	ESTIMATED 2018-2019	APPROVED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022
MAJOR STREETS-FUND 202					
REVENUES:					
INTERGOVERNMENTAL	\$ 1,918,227	\$ 2,163,218	\$ 1,933,000	\$ 2,043,000	\$ 2,159,000
OTHER REVENUE	157,296	145,856	135,856	135,856	135,856
INTEREST INCOME	5,441	6,008	5,330	5,112	6,467
TOTAL REVENUES	\$ 2,080,964	\$ 2,315,082	\$ 2,074,186	\$ 2,183,968	\$ 2,300,323
EXPENDITURES:					
MAINTENANCE	\$ 1,296,842	\$ 2,454,667	\$ 1,661,186	\$ 1,333,968	\$ 2,845,323
TOTAL EXPENDITURES	\$ 1,296,842	\$ 2,454,667	\$ 1,661,186	\$ 1,333,968	\$ 2,845,323
REVENUES OVER (UNDER) EXPENDITURES	\$ 784,122	\$ (139,585)	\$ 413,000	\$ 850,000	\$ (545,000)
OTHER FINANCING SOURCES (USES)					
TRANSFERS OUT - LOCAL STREETS	\$ 330,000	\$ 605,000	\$ 695,000	\$ 320,000	\$ 320,000
TOTAL OTHER FINANCING SOURCES (USES)	\$ 330,000	\$ 605,000	\$ 695,000	\$ 320,000	\$ 320,000
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 1,626,842	\$ 3,059,667	\$ 2,356,186	\$ 1,653,968	\$ 3,165,323
NET CHANGE IN FUND BALANCE	\$ 454,125	\$ (744,585)	\$ (282,000)	\$ 530,000	\$ (865,000)
BEGINNING FUND BALANCE	\$ 1,046,883	\$ 1,501,008	\$ 756,423	\$ 474,423	\$ 1,004,423
ENDING FUND BALANCE	\$ 1,501,008	\$ 756,423	\$ 474,423	\$ 1,004,423	\$ 139,423
LOCAL STREETS-FUND 203					
REVENUES:					
INTERGOVERNMENTAL	\$ 731,401	\$ 769,148	\$ 753,000	\$ 796,000	\$ 842,000
OTHER REVENUE	533	125	-	-	-
SPECIAL ASSESSMENTS	34,157	-	20,000	20,000	20,000
INTEREST INCOME	8,305	5,209	2,198	2,606	2,848
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(5,103)	500	300	500	500
TOTAL REVENUES	\$ 769,293	\$ 774,982	\$ 775,498	\$ 819,106	\$ 865,348
EXPENDITURES:					
MAINTENANCE	\$ 887,967	\$ 1,135,059	\$ 1,253,498	\$ 1,042,106	\$ 1,795,348
TOTAL EXPENDITURES	\$ 887,967	\$ 1,135,059	\$ 1,253,498	\$ 1,042,106	\$ 1,795,348
REVENUES OVER (UNDER) EXPENDITURES	\$ (118,674)	\$ (360,077)	\$ (478,000)	\$ (223,000)	\$ (930,000)
OTHER FINANCING SOURCES (USES)					
TRANSFERS IN - MAJOR STREET FUND	\$ 330,000	\$ 605,000	\$ 695,000	\$ 320,000	\$ 320,000
TOTAL OTHER FINANCING SOURCES (USES)	\$ 330,000	\$ 605,000	\$ 695,000	\$ 320,000	\$ 320,000
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 557,967	\$ 530,059	\$ 558,498	\$ 722,106	\$ 1,475,348
NET CHANGE IN FUND BALANCE	\$ 211,326	\$ 244,923	\$ 217,000	\$ 97,000	\$ (610,000)
BEGINNING FUND BALANCE	\$ 359,134	\$ 570,460	\$ 815,383	\$ 1,032,383	\$ 1,129,383
ENDING FUND BALANCE	\$ 570,460	\$ 815,383	\$ 1,032,383	\$ 1,129,383	\$ 519,383
SOLID WASTE-FUND 226					
REVENUES:					
PROPERTY TAXES	\$ 1,311,904	\$ 1,347,469	\$ 1,393,793	\$ 1,440,738	\$ 1,469,635
CHARGES FOR SERVICES	1,462,305	1,568,500	1,573,000	1,574,000	1,575,000
INTERGOVERNMENTAL	13,944	14,000	6,700	6,700	6,700
INTEREST INCOME	18,952	13,593	12,744	12,117	11,414
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(14,590)	500	500	500	500
TOTAL REVENUES	\$ 2,792,515	\$ 2,944,062	\$ 2,986,737	\$ 3,034,055	\$ 3,063,249
EXPENDITURES:					
SALARIES	\$ 124,526	\$ 193,826	\$ 138,000	\$ 139,380	\$ 140,774
FRINGES	166,871	171,655	152,487	157,495	159,365
ADMINISTRATIVE COST REIMBURSEMENT - GEN'L FUND	280,000	280,000	280,000	280,000	280,000
ADMINISTRATIVE COST REIMBURSEMENT - WATER & SEWER	50,000	50,000	50,000	50,000	50,000
MATERIALS & SUPPLIES	28,716	55,000	53,000	53,500	53,500
PROFESSIONAL SERVICES	28,819	55,250	51,000	51,000	56,500
PROFESSIONAL SERVICES - AUDIT	11,750	11,750	12,250	12,680	13,110
REFUSE COLLECTION	1,895,568	2,075,000	2,020,000	2,120,000	2,140,000
BANK/CC FEES & SERVICE CHARGES	22	100	-	-	-
RENTALS - MOTOR POOL UTILIZATION	105,549	150,000	165,000	170,000	170,000
CAPITAL OUTLAY	34,418	7,000	65,000	-	-
TOTAL EXPENDITURES	\$ 2,726,239	\$ 3,049,581	\$ 2,986,737	\$ 3,034,055	\$ 3,063,249
REVENUES OVER (UNDER) EXPENDITURES	\$ 66,276	\$ (105,519)	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES (USES)					
TRANSFER OUT-GENERAL FUND	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT - WATER AND SEWER FUND	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 2,726,239	\$ 3,049,581	\$ 2,986,737	\$ 3,034,055	\$ 3,063,249
NET CHANGE IN FUND BALANCE	\$ 66,276	\$ (105,519)	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ 1,150,919	\$ 1,217,195	\$ 1,111,676	\$ 1,111,676	\$ 1,111,676
ENDING FUND BALANCE	\$ 1,217,195	\$ 1,111,676	\$ 1,111,676	\$ 1,111,676	\$ 1,111,676

CITY OF OAK PARK
FISCAL YEAR 2019-2020 BUDGET AND
PROJECTED BUDGETS FY 2020-2021 FY 2021-2022
GENERAL AND SPECIAL FUNDS
BUDGET RESOLUTION

	ACTUAL 2017-2018	ESTIMATED 2018-2019	APPROVED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022
CORRIDOR IMPROVEMENT AUTHORITY-FUND 251					
REVENUES:					
PROPERTY TAX	\$ 15,672	\$ 34,500	\$ 75,815	\$ 77,675	\$ 78,575
PROPERTY TAX - REAL (OPERATING)	-	-	-	-	-
INTEREST INCOME	30	-	160	-	-
UNREALIZED GAIN (LOSS) ON INVESTMENTS	(15)	-	-	-	-
DONATIONS	-	500	-	-	-
TOTAL REVENUES	\$ 15,687	\$ 35,000	\$ 75,975	\$ 77,675	\$ 78,575
EXPENDITURES:					
SALARIES - GENERAL FUND ADMIN ALLOCATION	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
MATERIALS & SUPPLIES	10,435	6,500	14,000	28,000	16,000
PROFESSIONAL SERVICES - MARKETING	-	-	900	900	900
CONTRACTUAL SERVICES	-	3,000	3,000	3,000	-
CONFERENCES & WORKSHOPS	80	1,150	1,050	1,450	1,050
MEMBERSHIPS, DUES & SUBSCRIPTIONS	225	475	325	325	-
CAPITAL OUTLAY	127	9,000	62,500	50,000	10,000
TOTAL EXPENDITURES	\$ 10,867	\$ 20,125	\$ 86,775	\$ 88,675	\$ 33,275
REVENUES OVER (UNDER) EXPENDITURES	\$ 4,820	\$ 14,875	\$ (10,800)	\$ (11,000)	\$ 45,300
OTHER FINANCING SOURCES (USES)					
TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 10,867	\$ 20,125	\$ 86,775	\$ 88,675	\$ 33,275
NET CHANGE IN FUND BALANCE	\$ 4,820	\$ 14,875	\$ (10,800)	\$ (11,000)	\$ 45,300
BEGINNING FUND BALANCE	5,199	10,019	24,894	14,094	3,094
ENDING FUND BALANCE	\$ 10,019	\$ 24,894	\$ 14,094	\$ 3,094	\$ 48,394
NARCOTICS FORFEITURE-FUND 253					
REVENUES:					
FINES AND FORFEITURES	\$ 24,520	\$ 10,000	\$ 5,000	\$ 5,000	\$ 5,000
INTEREST INCOME	638	100	400	400	400
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(413)	-	-	-	-
TOTAL REVENUES	\$ 24,745	\$ 10,100	\$ 5,400	\$ 5,400	\$ 5,400
EXPENDITURES:					
UNIFORM ALLOWANCE	\$ -	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	2,173	10,000	10,000	11,200	12,400
BANK/CC FEES & SERVICE CHARGES	1	-	-	-	-
CONTRACTUAL SERVICES	904	-	-	-	-
EDUCATION & TRAINING	2,525	-	-	-	-
CAPITAL OUTLAY	25,838	-	14,400	-	-
TOTAL EXPENDITURES	\$ 32,441	\$ 10,000	\$ 24,400	\$ 11,200	\$ 12,400
REVENUES OVER (UNDER) EXPENDITURES	\$ (7,696)	\$ 100	\$ (19,000)	\$ (5,800)	\$ (7,000)
OTHER FINANCING SOURCES (USES)					
TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 32,441	\$ 10,000	\$ 24,400	\$ 11,200	\$ 12,400
NET CHANGE IN FUND BALANCE	\$ (7,696)	\$ 100	\$ (19,000)	\$ (5,800)	\$ (7,000)
BEGINNING FUND BALANCE	68,671	60,975	61,075	42,075	36,275
ENDING FUND BALANCE	\$ 60,975	\$ 61,075	\$ 42,075	\$ 36,275	\$ 29,275
CRIMINAL JUSTICE TRAINING-FUND 254					
REVENUES:					
INTERGOVERNMENTAL	\$ 8,941	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500
INTEREST INCOME	-	25	25	25	25
TOTAL REVENUES	\$ 8,941	\$ 8,525	\$ 8,525	\$ 8,525	\$ 8,525
EXPENDITURES:					
BANK/CC FEES & SERVICE CHARGES	\$ -	\$ 25	\$ 25	\$ 25	\$ 25
EDUCATION & TRAINING	4,966	8,500	8,500	8,500	8,500
TOTAL EXPENDITURES:	\$ 4,966	\$ 8,525	\$ 8,525	\$ 8,525	\$ 8,525
REVENUES OVER (UNDER) EXPENDITURES	\$ 3,975	\$ -	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES (USES)					
TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 4,966	\$ 8,525	\$ 8,525	\$ 8,525	\$ 8,525
NET CHANGE IN FUND BALANCE	\$ 3,975	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	8,680	12,655	12,655	12,655	12,655
ENDING FUND BALANCE	\$ 12,655	\$ 12,655	\$ 12,655	\$ 12,655	\$ 12,655

CITY OF OAK PARK
FISCAL YEAR 2019-2020 BUDGET AND
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BUDGET RESOLUTION

CASE FLOW ASSISTANCE-FUND 256

	ACTUAL 2017-2018	ESTIMATED 2018-2019	APPROVED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022
REVENUES:					
INTERGOVERNMENTAL	\$ 15,912	\$ 15,000	\$ 20,000	\$ 20,000	\$ 20,000
INTEREST INCOME	2,431	2,000	2,000	2,000	2,000
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(1,741)	100	100	100	100
TOTAL REVENUES	\$ 16,602	\$ 17,100	\$ 22,100	\$ 22,100	\$ 22,100
EXPENDITURES:					
BANK/CC FEES & SERVICE CHARGES	\$ 3	\$ 100	\$ 100	\$ 100	\$ 100
REPAIRS & MAINTENANCE	9,474	-	-	-	-
MISCELLANEOUS	33,852	190,000	20,000	20,000	20,000
TOTAL EXPENDITURES:	\$ 43,329	\$ 190,100	\$ 20,100	\$ 20,100	\$ 20,100
REVENUES OVER (UNDER) EXPENDITURES	\$ (26,727)	\$ (173,000)	\$ 2,000	\$ 2,000	\$ 2,000
OTHER FINANCING SOURCES (USES)					
TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 43,329	\$ 190,100	\$ 20,100	\$ 20,100	\$ 20,100
NET CHANGE IN FUND BALANCE	\$ (26,727)	\$ (173,000)	\$ 2,000	\$ 2,000	\$ 2,000
BEGINNING FUND BALANCE	214,779	188,052	15,052	17,052	19,052
ENDING FUND BALANCE	\$ 188,052	\$ 15,052	\$ 17,052	\$ 19,052	\$ 21,052

MICHIGAN INDIGENT DEFENSE COMMISSION GRANT-FUND 260

REVENUES:					
INTERGOVERNMENTAL	\$ -	\$ 208,969	\$ 511,328	\$ 491,328	\$ 491,328
TOTAL REVENUES	\$ -	\$ 208,969	\$ 511,328	\$ 491,328	\$ 491,328
EXPENDITURES:					
SALARIES & WAGES	\$ -	\$ -	\$ -	\$ -	\$ -
FRINGES	-	-	-	-	-
MATERIALS & SUPPLIES	-	2,738	1,400	1,400	1,400
PROFESSIONAL SERVICES	-	206,231	509,928	-	-
CONTRACTUAL SERVICES	-	-	-	489,928	489,928
CONFERENCES & WORKSHOPS	-	-	-	-	-
TOTAL EXPENDITURES:	\$ -	\$ 208,969	\$ 511,328	\$ 491,328	\$ 491,328
REVENUES OVER (UNDER) EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES (USES)					
TRANSFER IN - GENERAL FUND	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ -	\$ 208,969	\$ 511,328	\$ 491,328	\$ 491,328
NET CHANGE IN FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	-	-	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -

COMMUNITY DEVELOPMENT BLOCK GRANT-FUND 275

REVENUES:					
INTERGOVERNMENTAL	\$ 140,339	\$ 180,652	\$ 118,326	\$ 118,326	\$ 118,326
TOTAL REVENUES	\$ 140,339	\$ 180,652	\$ 118,326	\$ 118,326	\$ 118,326
EXPENDITURES:					
SALARIES	\$ 76,268	\$ 61,905	\$ 46,765	\$ 46,765	\$ 46,765
FRINGES	42,301	62,195	41,561	41,561	41,561
CONTRACTUAL SERVICES	25,664	30,000	30,000	30,000	30,000
TOTAL EXPENDITURES:	\$ 144,233	\$ 154,100	\$ 118,326	\$ 118,326	\$ 118,326
REVENUES OVER (UNDER) EXPENDITURES	\$ (3,894)	\$ 26,552	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES (USES)					
TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 144,233	\$ 154,100	\$ 118,326	\$ 118,326	\$ 118,326
NET CHANGE IN FUND BALANCE	\$ (3,894)	\$ 26,552	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	(1,801)	(5,695)	20,857	20,857	20,857
ENDING FUND BALANCE	\$ (5,695)	\$ 20,857	\$ 20,857	\$ 20,857	\$ 20,857

**CITY OF OAK PARK
FISCAL YEAR 2019-2020 BUDGET AND
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GENERAL AND SPECIAL FUNDS
BUDGET RESOLUTION**

45th DISTRICT COURT-FUND 276

	ACTUAL 2017-2018	ESTIMATED 2018-2019	APPROVED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022
REVENUES:					
REIMBURSEMENT JUDGES SALARIES	\$ 91,448	\$ 91,448	\$ 91,448	\$ 91,448	\$ 91,448
MISCELLANEOUS FEES	143,576	150,000	150,000	150,000	150,000
ORDINANCE FINES	3,663,041	3,472,542	3,353,105	3,358,105	3,363,105
CITY OF HUNTINGTON WOODS	(116,243)	(121,497)	(121,497)	(121,497)	(121,497)
CITY OF PLEASANT RIDGE	(42,917)	(37,731)	(37,731)	(37,731)	(37,731)
TOWNSHIP OF ROYAL OAK	(3,542)	(3,300)	(3,300)	(3,300)	(3,300)
TREASURER STATE OF MICHIGAN	(786,336)	(761,569)	(761,569)	(761,569)	(761,569)
MICHIGAN DEPARTMENT OF STATE	(46,803)	(47,452)	(47,452)	(47,452)	(47,452)
OAKLAND COUNTY TREASURER	(69,153)	(76,556)	(76,556)	(76,556)	(76,556)
PROBATION FEES	(143,376)	(150,000)	(150,000)	(150,000)	(150,000)
OAK PARK COURT FINES	(2,067,620)	(1,999,800)	(1,900,000)	(1,900,000)	(1,900,000)
DISTRICT COURT CONSTRUCTION FUND	(215,883)	(222,990)	(60,000)	(200,000)	(205,000)
DISTRICT COURT HEALTH CARE SURCHARGE	(123,707)	(51,647)	(195,000)	(60,000)	(60,000)
TOTAL REVENUES	\$ 282,485	\$ 241,448	\$ 241,448	\$ 241,448	\$ 241,448
EXPENDITURES:					
SALARIES & WAGES	\$ 1,114,812	\$ 1,172,583	\$ 1,171,369	\$ 1,171,369	\$ 1,171,369
FRINGES	447,854	479,873	457,901	465,075	472,875
UNEMPLOYMENT COMPENSATION	-	-	-	-	-
SUPPLIES	21,606	42,140	48,310	25,000	25,000
PROFESSIONAL SERVICES	193,639	45,000	45,000	45,000	45,000
BANK/CC FEES & SERVICE CHARGES	-	-	-	-	-
CONTRACTUAL SERVICES	-	150,000	65,000	65,000	65,000
TRANSPORTATION	4,932	4,800	4,800	4,800	4,800
CONFERENCES & WORKSHOPS	3,431	5,000	5,000	5,000	5,000
PRINTING & PUBLICATIONS	25,883	23,000	23,000	23,000	23,000
POSTAGE	20,748	23,000	23,000	23,000	23,000
INSURANCE & BONDS	8,315	10,000	10,000	10,000	10,000
UTILITIES - CABLE	1,205	1,500	1,500	1,500	1,500
UTILITIES - TELEPHONE	1,881	1,500	1,500	1,500	1,500
REPAIRS & MAINTENANCE	453	45,000	45,000	45,000	45,000
RENTALS - COPIER LEASE	7,968	8,500	8,500	8,500	8,500
MISCELLANEOUS	2,253	2,300	2,300	2,300	2,300
MEMBERSHIPS, DUES & SUBSCRIPTIONS	2,351	3,000	3,000	3,000	3,000
EDUCATION & TRAINING	732	2,500	2,500	2,500	2,500
CAPITAL OUTLAY	-	8,000	-	-	2,500
TOTAL EXPENDITURES	\$ 1,858,073	\$ 2,027,696	\$ 1,917,680	\$ 1,901,544	\$ 1,909,344
REVENUES OVER (UNDER) EXPENDITURES	\$ (1,575,588)	\$ (1,786,248)	\$ (1,676,232)	\$ (1,660,096)	\$ (1,667,896)
OTHER FINANCING SOURCES (USES)					
TRANSFER IN - GENERAL FUND	\$ 1,799,363	\$ 1,952,783	\$ 1,857,832	\$ 1,841,696	\$ 1,849,496
TRANSFER OUT-CONTRIBUTION TO RETIREE HEALTH CARE	172,025	166,535	181,600	181,600	181,600
TOTAL OTHER FINANCING SOURCES (USES)	\$ 1,627,338	\$ 1,786,248	\$ 1,676,232	\$ 1,660,096	\$ 1,667,896
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 230,735	\$ 241,448	\$ 241,448	\$ 241,448	\$ 241,448
NET CHANGE IN FUND BALANCE	\$ 51,750	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	(51,750)	-	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -

MENTAL HEALTH COURT GRANT-FUND 283

REVENUES:					
INTERGOVERNMENTAL	\$ 31,921	\$ 100,000	\$ 120,000	\$ 120,000	\$ 120,000
TOTAL REVENUES	\$ 31,921	\$ 100,000	\$ 120,000	\$ 120,000	\$ 120,000
EXPENDITURES:					
SALARIES & WAGES	\$ 6,920	\$ 20,000	\$ 26,000	\$ 26,000	\$ 26,000
FRINGES	612	2,000	2,500	2,500	2,500
MATERIALS & SUPPLIES	9,102	5,000	7,500	7,500	7,500
CONTRACTUAL SERVICES	44,417	70,500	81,500	81,500	81,500
CONFERENCES & WORKSHOPS	915	2,500	2,500	2,500	2,500
TOTAL EXPENDITURES:	\$ 61,966	\$ 100,000	\$ 120,000	\$ 120,000	\$ 120,000
REVENUES OVER (UNDER) EXPENDITURES	\$ (30,045)	\$ -	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES (USES)					
TRANSFER IN - GENERAL FUND	\$ 493	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ 493	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING USES	\$ 61,473	\$ 100,000	\$ 120,000	\$ 120,000	\$ 120,000
NET CHANGE IN FUND BALANCE	\$ (29,552)	\$ -	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	(2,054)	(31,606)	(31,606)	(31,606)	(31,606)
ENDING FUND BALANCE	\$ (31,606)	\$ (31,606)	\$ (31,606)	\$ (31,606)	\$ (31,606)

CITY OF OAK PARK
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GENERAL AND SPECIAL FUNDS
BUDGET RESOLUTION

VETERANS TREATMENT COURT GRANT-FUND 284

REVENUES:

INTERGOVERNMENTAL
TOTAL REVENUES

EXPENDITURES:

SALARIES & WAGES
FRINGES
MATERIALS & SUPPLIES
CONTRACTUAL SERVICES
CONFERENCES & WORKSHOPS
TOTAL EXPENDITURES:

REVENUES OVER (UNDER) EXPENDITURES

OTHER FINANCING SOURCES (USES)

TRANSFER IN
TRANSFER OUT
TOTAL OTHER FINANCING SOURCES (USES)
TOTAL EXPENDITURES & OTHER FINANCING USES

NET CHANGE IN FUND BALANCE

BEGINNING FUND BALANCE

ENDING FUND BALANCE

	ACTUAL 2017-2018	ESTIMATED 2018-2019	APPROVED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022
\$	18,432	\$ 42,000	\$ 52,400	\$ 52,400	\$ 52,400
\$	18,432	\$ 42,000	\$ 52,400	\$ 52,400	\$ 52,400
\$	12,512	\$ 20,800	\$ 31,200	\$ 31,200	\$ 31,200
	1,136	1,810	1,810	1,810	1,810
	1,056	3,500	3,500	3,500	3,500
	18,553	14,890	14,890	14,890	14,890
	610	1,000	1,000	1,000	1,000
\$	33,867	\$ 42,000	\$ 52,400	\$ 52,400	\$ 52,400
\$	(15,435)	\$ -	\$ -	\$ -	\$ -
\$	-	\$ -	\$ -	\$ -	\$ -
\$	-	\$ -	\$ -	\$ -	\$ -
\$	33,867	\$ 42,000	\$ 52,400	\$ 52,400	\$ 52,400
\$	(15,435)	\$ -	\$ -	\$ -	\$ -
	45	(15,389)	(15,389)	(15,389)	(15,389)
\$	(15,389)	\$ (15,389)	\$ (15,389)	\$ (15,389)	\$ (15,389)

2010 MUNICIPAL COMPLEX BOND-FUND 303

REVENUES:

PROPERTY TAX REVENUE
INTERGOVERNMENTAL
INTEREST INCOME
UNREALIZED GAIN/(LOSS) ON INVESTMENTS
TOTAL REVENUES

EXPENDITURES:

PRINCIPAL
INTEREST
PAYING AGENT FEES
BANK FEES & SERVICE CHARGES
TOTAL EXPENDITURES

REVENUES OVER (UNDER) EXPENDITURES

OTHER FINANCING SOURCES (USES)

TRANSFER IN
TRANSFER OUT
TOTAL OTHER FINANCING SOURCES (USES)
TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)

NET CHANGE IN FUND BALANCE

BEGINNING FUND BALANCE

ENDING FUND BALANCE

\$	860,486	\$ 835,496	\$ 821,055	\$ 833,790	\$ 817,700
\$	8,536	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
	7,277	1,000	1,000	1,000	1,000
	(6,319)	100	100	100	100
\$	869,980	\$ 836,596	\$ 826,155	\$ 838,890	\$ 822,800
\$	400,000	\$ 400,000	\$ 425,000	\$ 450,000	\$ 450,000
	445,489	435,396	399,955	387,690	371,600
	1,100	1,100	1,100	1,100	1,100
	8	100	100	100	100
\$	846,597	\$ 836,596	\$ 826,155	\$ 838,890	\$ 822,800
\$	23,383	\$ -	\$ -	\$ -	\$ -
\$	-	\$ -	\$ -	\$ -	\$ -
\$	-	\$ -	\$ -	\$ -	\$ -
\$	846,597	\$ 836,596	\$ 826,155	\$ 838,890	\$ 822,800
\$	23,383	\$ -	\$ -	\$ -	\$ -
	139,899	163,282	163,282	163,282	163,282
\$	163,282	\$ 163,282	\$ 163,282	\$ 163,282	\$ 163,282

2011 LIBRARY AND RECREATION LEASE DEBT FUND-FUND 305

REVENUES:

INTEREST INCOME
TOTAL REVENUES

EXPENDITURES:

PRINCIPAL
INTEREST
PAYING AGENT FEES
TOTAL EXPENDITURES

REVENUES OVER (UNDER) EXPENDITURES

OTHER FINANCING SOURCES (USES)

TRANSFER IN - LIBRARY FUND
TRANSFER IN - GENERAL FUND
TOTAL OTHER FINANCING SOURCES (USES)
TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)

NET CHANGE IN FUND BALANCE

BEGINNING FUND BALANCE

ENDING FUND BALANCE

\$	61	\$ 76	\$ 50	\$ 50	\$ 50
\$	61	\$ 76	\$ 50	\$ 50	\$ 50
\$	75,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 85,000
	75,685	73,748	71,748	69,748	67,685
	32	266	300	300	300
\$	150,717	\$ 154,014	\$ 152,048	\$ 150,048	\$ 152,985
\$	(150,656)	\$ (153,938)	\$ (151,998)	\$ (149,998)	\$ (152,935)
\$	50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	100,656	103,938	101,998	99,998	102,935
\$	150,656	\$ 153,938	\$ 151,998	\$ 149,998	\$ 152,935
\$	61	\$ 76	\$ 50	\$ 50	\$ 50
\$	-	\$ -	\$ -	\$ -	\$ -
\$	-	\$ -	\$ -	\$ -	\$ -
\$	-	\$ -	\$ -	\$ -	\$ -

CITY OF OAK PARK
FISCAL YEAR 2019-2020 BUDGET AND
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GENERAL AND SPECIAL FUNDS
BUDGET RESOLUTION

2015 STREET REFUNDING BOND FUND-FUND 308

REVENUES:

	ACTUAL 2017-2018	ESTIMATED 2018-2019	APPROVED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022
PROPERTY TAX REVENUE	\$ 737,169	\$ 724,785	\$ 722,285	\$ 723,685	\$ 729,285
INTERGOVERNMENTAL	8,922	-	3,700	3,700	3,700
INTEREST INCOME	6,835	-	1,000	1,000	1,000
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(6,006)	-	-	-	-
TOTAL REVENUES	\$ 746,920	\$ 724,785	\$ 726,985	\$ 728,385	\$ 733,985

EXPENDITURES:

PRINCIPAL	\$ 430,000	\$ 445,000	\$ 465,000	\$ 485,000	\$ 510,000
INTEREST	296,400	279,200	261,400	242,800	223,400
PAYING AGENT FEES	500	500	500	500	500
BANK FEES & SERVICE CHARGES	7	85	85	85	85
TOTAL EXPENDITURES	\$ 726,907	\$ 724,785	\$ 726,985	\$ 728,385	\$ 733,985

REVENUES OVER (UNDER) EXPENDITURES

\$ 20,013	\$ -	\$ -	\$ -	\$ -	\$ -
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OTHER FINANCING SOURCES (USES)

TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL OTHER FINANCING SOURCES (USES)

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)

\$ 726,907	\$ 724,785	\$ 726,985	\$ 728,385	\$ 733,985	\$ 733,985
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NET CHANGE IN FUND BALANCE

\$ 20,013	\$ -	\$ -	\$ -	\$ -	\$ -
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BEGINNING FUND BALANCE

136,532	156,545	156,545	156,545	156,545	156,545
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ENDING FUND BALANCE

\$ 156,545	\$ 156,545	\$ 156,545	\$ 156,545	\$ 156,545	\$ 156,545
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2012 STREET REFUNDING BOND FUND-FUND 309

REVENUES:

PROPERTY TAX REVENUE	\$ 785,242	\$ 763,862	\$ 742,662	\$ 725,462	\$ 738,363
INTERGOVERNMENTAL	8,716	-	3,900	3,900	3,900
INTEREST INCOME	10,214	1,000	1,000	1,000	1,000
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(8,561)	100	100	100	100
TOTAL REVENUES	\$ 795,611	\$ 764,962	\$ 747,662	\$ 730,462	\$ 743,363

EXPENDITURES:

PRINCIPAL	\$ 590,000	\$ 615,000	\$ 610,000	\$ 605,000	\$ 630,000
INTEREST	161,363	149,562	137,262	125,062	112,963
PAYING AGENT FEES	100	300	300	300	300
BANK FEES & SERVICE CHARGES	12	100	100	100	100
TOTAL EXPENDITURES	\$ 751,475	\$ 764,962	\$ 747,662	\$ 730,462	\$ 743,363

REVENUES OVER (UNDER) EXPENDITURES

\$ 44,136	\$ -	\$ -	\$ -	\$ -	\$ -
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OTHER FINANCING SOURCES (USES)

TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL OTHER FINANCING SOURCES (USES)

\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)

\$ 751,475	\$ 764,962	\$ 747,662	\$ 730,462	\$ 743,363	\$ 743,363
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NET CHANGE IN FUND BALANCE

\$ 44,136	\$ -	\$ -	\$ -	\$ -	\$ -
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BEGINNING FUND BALANCE

340,863	384,999	384,999	384,999	384,999	384,999
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ENDING FUND BALANCE

\$ 384,999	\$ 384,999	\$ 384,999	\$ 384,999	\$ 384,999	\$ 384,999
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PUBLIC IMPROVEMENT FUND-FUND 401

REVENUES:

PROPERTY TAXES - ADMINISTRATIVE FEE	\$ 104,000	\$ -	\$ 30,000	\$ 30,000	\$ 30,000
INTEREST	3,476	1,000	1,151	25	25
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(2,386)	-	-	-	-
TOTAL REVENUES	\$ 105,090	\$ 1,000	\$ 31,151	\$ 30,025	\$ 30,025

EXPENDITURES:

MATERIALS & SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -
BANK FEES & SERVICE CHARGES	6	-	25	25	25
CAPITAL OUTLAY	-	45,452	290,000	-	-
TOTAL EXPENDITURES:	\$ 6	\$ 45,452	\$ 290,025	\$ 25	\$ 25

REVENUES OVER (UNDER) EXPENDITURES

\$ 105,084	\$ (44,452)	\$ (258,874)	\$ 30,000	\$ 30,000	\$ 30,000
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OTHER FINANCING SOURCES (USES)

TRANSFER IN - CITY OWNED PROPERTY	\$ 218,479	\$ -	\$ 3,000	\$ -	\$ -
TRANSFER OUT-GENERAL FUND	-	-	215,000	30,000	30,000

TOTAL OTHER FINANCING SOURCES (USES)

\$ 218,479	\$ -	\$ 218,000	\$ 30,000	\$ 30,000	\$ 30,000
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TOTAL EXPENDITURES & OTHER FINANCING USES

\$ (218,473)	\$ 45,452	\$ 562,025	\$ 30,025	\$ 30,025	\$ 30,025
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NET CHANGE IN FUND BALANCE

\$ 323,563	\$ (44,452)	\$ (470,874)	\$ -	\$ -	\$ -
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BEGINNING FUND BALANCE

191,763	515,326	470,874	-	-	-
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ENDING FUND BALANCE

\$ 515,326	\$ 470,874	\$ -	\$ -	\$ -	\$ -
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**CITY OF OAK PARK
FISCAL YEAR 2019-2020 BUDGET AND
PROJECTED BUDGETS FY 2020-2021 FY 2021-2022
GENERAL AND SPECIAL FUNDS
BUDGET RESOLUTION**

	ACTUAL 2017-2018	ESTIMATED 2018-2019	APPROVED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022
CITY OWNED PROPERTY-FUND 402					
REVENUES:					
INTEREST INCOME	\$ 1,589	\$ 500	\$ 790	\$ -	\$ -
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(1,338)	-	-	-	-
SALE OF FIXED ASSETS	351,830	-	50,000	50,000	50,000
TOTAL REVENUES	\$ 352,081	\$ 500	\$ 50,790	\$ 50,000	\$ 50,000
EXPENDITURES:					
PROFESSIONAL SERVICES	\$ 1,750	\$ -	\$ -	\$ -	\$ -
PURCHASE OF PROPERTY	312,483	-	50,000	50,000	50,000
BANK FEES & SERVICE CHARGES	2	-	-	-	-
CAPITAL OUTLAY	-	-	82,000	20,000	-
TOTAL EXPENDITURES	\$ 314,235	\$ -	\$ 132,000	\$ 70,000	\$ 50,000
REVENUES OVER (UNDER) EXPENDITURES	\$ 37,846	\$ 500	\$ (81,210)	\$ (20,000)	\$ -
OTHER FINANCING SOURCES (USES)					
TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT - PUBLIC IMPROVEMENT FUND	-	-	3,000	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ 3,000	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)	\$ 314,235	\$ -	\$ 135,000	\$ 70,000	\$ 50,000
NET CHANGE IN FUND BALANCE	\$ 37,846	\$ 500	\$ (84,210)	\$ (20,000)	\$ -
BEGINNING FUND BALANCE	65,864	103,710	104,210	20,000	-
ENDING FUND BALANCE	\$ 103,710	\$ 104,210	\$ 20,000	\$ -	\$ -
SIDEWALK PROGRAM-FUND 451					
REVENUES:					
CHARGES FOR SERVICES	\$ 43,435	\$ 25,000	\$ 35,000	\$ 42,500	\$ 35,000
SPECIAL ASSESSMENTS	363,570	505,000	-	500,000	-
INTEREST INCOME	440	1,092	1,179	1,146	2,115
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(309)	-	-	-	-
TOTAL REVENUES	\$ 407,136	\$ 532,092	\$ 36,179	\$ 543,646	\$ 37,115
EXPENDITURES:					
SALARIES	\$ 20,818	\$ 20,000	\$ 13,034	\$ 13,164	\$ 13,296
FRINGES	8,689	10,614	7,145	7,482	7,819
SUPPLIES	255	1,000	6,000	6,000	6,000
BANK FEES & SERVICE CHARGES	3	25	-	-	-
RENTALS-MOTOR POOL UTILIZATION	12,751	10,000	10,000	10,000	10,000
CAPITAL OUTLAY	-	495,400	-	500,000	-
TOTAL EXPENDITURES	\$ 42,516	\$ 537,039	\$ 36,179	\$ 536,646	\$ 37,115
REVENUES OVER (UNDER) EXPENDITURES	\$ 364,620	\$ (4,947)	\$ -	\$ 7,000	\$ -
OTHER FINANCING SOURCES (USES)					
TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)	\$ 42,516	\$ 537,039	\$ 36,179	\$ 536,646	\$ 37,115
NET CHANGE IN FUND BALANCE	\$ 364,620	\$ (4,947)	\$ -	\$ 7,000	\$ -
BEGINNING FUND BALANCE	(145,515)	219,105	214,158	214,158	221,158
ENDING FUND BALANCE	\$ 219,105	\$ 214,158	\$ 214,158	\$ 221,158	\$ 221,158
MUNICIPAL BUILDING CONSTRUCTION FUND-FUND 470					
REVENUES:					
FINES AND FORFEITURES	\$ 123,707	\$ 51,647	\$ 60,000	\$ 60,000	\$ 60,000
INTEREST INCOME	19,051	10,000	4,000	4,100	4,200
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(13,594)	-	-	-	-
TOTAL REVENUES	\$ 129,164	\$ 61,647	\$ 64,000	\$ 64,100	\$ 64,200
EXPENDITURES:					
PROFESSIONAL SERVICES	\$ 18,311	\$ -	\$ -	\$ -	\$ -
BANK FEES & SERVICE CHARGES	22	-	-	-	-
MISCELLANEOUS	115,216	-	-	-	-
CAPITAL OUTLAY	638	1,300,000	25,000	50,000	90,000
TOTAL EXPENDITURES:	\$ 134,187	\$ 1,300,000	\$ 25,000	\$ 50,000	\$ 90,000
REVENUES OVER (UNDER) EXPENDITURES	\$ (5,023)	\$ (1,238,353)	\$ 39,000	\$ 14,100	\$ (25,800)
OTHER FINANCING SOURCES (USES)					
TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT - PUBLIC IMPROVEMENT	218,479	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ (218,479)	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)	\$ (352,666)	\$ 1,300,000	\$ 25,000	\$ 50,000	\$ 90,000
NET CHANGE IN FUND BALANCE	\$ (223,502)	\$ (1,238,353)	\$ 39,000	\$ 14,100	\$ (25,800)
BEGINNING FUND BALANCE	1,679,961	1,456,459	218,106	257,106	271,206
ENDING FUND BALANCE	\$ 1,456,459	\$ 218,106	\$ 257,106	\$ 271,206	\$ 245,406

**CITY OF OAK PARK
FISCAL YEAR 2019-2020 BUDGET AND
PROJECTED BUDGETS FY 2020-2021 FY 2021-2022
GENERAL AND SPECIAL FUNDS
BUDGET RESOLUTION**

WATER & SEWER-FUND 592

REVENUES:

INTERGOVERNMENTAL
CHARGES FOR SERVICES
INTEREST INCOME
UNREALIZED GAIN/(LOSS) ON INVESTMENTS
TOTAL REVENUES

ACTUAL 2017-2018	ESTIMATED 2018-2019	APPROVED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022
\$ 12,447,203	\$ 78,000	\$ -	\$ -	\$ -
67,125	13,254,000	14,426,900	15,480,900	16,576,900
(43,255)	25,000	24,477	25,371	25,383
6,731	-	1,000	1,000	1,000
\$ 12,477,804	\$ 13,357,000	\$ 14,452,377	\$ 15,509,271	\$ 16,603,283

EXPENDITURES:

BOND & INTEREST EXPENSE
CAPITAL OUTLAY
OTHER
TOTAL EXPENDITURES

\$ 166,180	\$ 150,122	\$ 1,719,398	\$ 1,718,089	\$ 1,718,255
6,939	1,587,500	1,600,000	1,965,000	3,127,000
13,859,306	11,619,378	10,641,979	10,886,182	11,243,028
\$ 14,032,425	\$ 13,357,000	\$ 13,961,377	\$ 14,569,271	\$ 16,088,283

REVENUES OVER (UNDER) EXPENDITURES

\$ (1,554,621)	\$ -	\$ 491,000	\$ 938,000	\$ 515,000
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OTHER FINANCING SOURCES (USES)

TRANSFER IN

\$ -	\$ -	\$ -	\$ -	\$ -
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TRANSFER OUT

\$ -	\$ -	\$ -	\$ -	\$ -
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TOTAL OTHER FINANCING SOURCES (USES)

\$ -	\$ -	\$ -	\$ -	\$ -
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TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)

\$ 14,032,425	\$ 13,357,000	\$ 13,961,377	\$ 14,569,271	\$ 16,088,283
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NET CHANGE IN FUND BALANCE

\$ (1,554,621)	\$ -	\$ 491,000	\$ 938,000	\$ 515,000
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BEGINNING FUND BALANCE

14,379,419	12,824,798	12,824,798	13,315,798	14,253,798
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ENDING FUND BALANCE

\$ 12,824,798	\$ 12,824,798	\$ 13,315,798	\$ 14,253,798	\$ 14,768,798
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MOTOR POOL-FUND 654

REVENUES:

CHARGES FOR SERVICES
INTEREST INCOME
UNREALIZED GAIN/(LOSS) ON INVESTMENTS
OTHER REVENUE
TOTAL REVENUES

\$ 658,301	\$ 614,900	\$ 718,500	\$ 722,000	\$ 710,000
(123)	209	348	758	778
326	-	-	-	-
835	-	-	-	-
\$ 659,339	\$ 615,109	\$ 718,848	\$ 722,758	\$ 710,778

EXPENDITURES:

SALARIES
FRINGES
SUPPLIES
BANK/CC FEES & SERVICE CHARGES
PROFESSIONAL SERVICES
CONTRACTUAL SERVICES
TRANSPORTATION
FLEET COLLISION REPAIRS
MEMBERSHIP DUES & SUBSCRIPTIONS
EDUCATION & TRAINING
DEPRECIATION
CAPITAL OUTLAY
TOTAL EXPENDITURES

\$ 48,891	\$ 52,375	\$ 83,165	\$ 83,997	\$ 84,837
38,768	41,084	43,583	43,761	43,941
171,381	171,000	179,000	184,000	190,000
1	-	-	-	-
15,025	45,000	45,000	45,000	45,000
62,644	80,000	80,000	80,000	80,000
161,484	159,550	160,000	170,000	170,000
3,359	5,000	5,000	5,000	6,000
-	100	100	-	-
-	1,000	1,000	1,000	1,000
139,577	-	-	-	-
515	60,000	122,000	110,000	90,000
\$ 641,645	\$ 615,109	\$ 718,848	\$ 722,758	\$ 710,778

REVENUES OVER (UNDER) EXPENDITURES

\$ 17,694	\$ -	\$ -	\$ -	\$ -
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OTHER FINANCING SOURCES (USES)

TRANSFER IN - GENERAL FUND

\$ -	\$ -	\$ -	\$ -	\$ -
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TRANSFER OUT

\$ -	\$ -	\$ -	\$ -	\$ -
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TOTAL OTHER FINANCING SOURCES (USES)

\$ -	\$ -	\$ -	\$ -	\$ -
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TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)

\$ 641,645	\$ 615,109	\$ 718,848	\$ 722,758	\$ 710,778
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NET CHANGE IN FUND BALANCE

\$ 17,694	\$ -	\$ -	\$ -	\$ -
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BEGINNING FUND BALANCE

974,975	992,669	992,669	992,669	992,669
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ENDING FUND BALANCE

\$ 992,669	\$ 992,669	\$ 992,669	\$ 992,669	\$ 992,669
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RISK MANAGEMENT-FUND 677

REVENUES:

INTEREST INCOME
UNREALIZED GAIN/(LOSS) ON INVESTMENTS
MISCELLANEOUS REVENUE
REIMBURSEMENT-WORKERS COMP INSURANCE PREMIUM
TOTAL REVENUES

\$ 1,085	\$ 400	\$ 2,000	\$ 2,000	\$ 2,000
(579)	300	-	-	-
10,797	14,960	25,000	25,000	25,000
46,112	45,040	45,000	45,000	45,000
\$ 57,415	\$ 60,700	\$ 72,000	\$ 72,000	\$ 72,000

EXPENDITURES:

BANK/CC FEES & SERVICE CHARGES
INSURANCE-WORKERS COMPENSATION
INSURANCE & BONDS
TOTAL EXPENDITURES

\$ 1	\$ 25	\$ 25	\$ 25	\$ 25
422,485	225,000	250,000	265,000	270,000
347,902	363,731	363,731	380,000	390,000
\$ 770,388	\$ 588,756	\$ 613,756	\$ 645,025	\$ 660,025

REVENUES OVER (UNDER) EXPENDITURES

\$ (712,973)	\$ (528,056)	\$ (541,756)	\$ (573,025)	\$ (588,025)
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OTHER FINANCING SOURCES (USES)

TRANSFER IN - OTHER FUNDS

\$ 712,973	\$ 528,056	\$ 541,756	\$ 573,025	\$ 588,025
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TRANSFER OUT

\$ -	\$ -	\$ -	\$ -	\$ -
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TOTAL OTHER FINANCING SOURCES (USES)

\$ 712,973	\$ 528,056	\$ 541,756	\$ 573,025	\$ 588,025
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TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)

\$ 57,415	\$ 60,700	\$ 72,000	\$ 72,000	\$ 72,000
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NET CHANGE IN FUND BALANCE

\$ -	\$ -	\$ -	\$ -	\$ -
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BEGINNING FUND BALANCE

312,349	312,349	312,349	312,349	312,349
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ENDING FUND BALANCE

\$ 312,349	\$ 312,349	\$ 312,349	\$ 312,349	\$ 312,349
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CITY OF OAK PARK
FISCAL YEAR 2019-2020 BUDGET AND
PROJECTED BUDGETS FY 2020-2021 FY 2021-2022
GENERAL AND SPECIAL FUNDS
BUDGET RESOLUTION

	ACTUAL 2017-2018	ESTIMATED 2018-2019	APPROVED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022
RETIRES HEALTH CARE DISTRICT COURT-FUND 678					
REVENUES:					
ORDINANCE FINES	\$ 215,883	\$ 222,990	\$ 195,000	\$ 200,000	\$ 205,000
OTHER REVENUE	-	-	-	-	-
TOTAL REVENUES	\$ 215,883	\$ 222,990	\$ 195,000	\$ 200,000	\$ 205,000
EXPENDITURES:					
RETIREE HEALTH CARE	\$ 331,764	\$ 375,000	\$ 339,000	\$ 343,700	\$ 348,400
RETIREE LIFE INSURANCE	223	225	300	300	300
RETIREE DENTAL	12,476	14,300	13,300	13,600	13,900
PRO FESSIONAL SERVICES	-	-	-	-	-
TOTAL EXPENDITURES:	\$ 344,463	\$ 389,525	\$ 352,600	\$ 357,600	\$ 362,600
REVENUES OVER (UNDER) EXPENDITURES	\$ (128,580)	\$ (166,535)	\$ (157,600)	\$ (157,600)	\$ (157,600)
OTHER FINANCING SOURCES (USES)					
TRANSFER IN - GENERAL FUND	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER IN - 45th DISTRICT COURT	172,025	166,535	181,600	181,600	181,600
TRANSFER OUT	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ 172,025	\$ 166,535	\$ 181,600	\$ 181,600	\$ 181,600
TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)	\$ 43,445	\$ -	\$ 24,000	\$ 24,000	\$ 24,000
NET CHANGE IN FUND BALANCE	\$ 43,445	\$ -	\$ 24,000	\$ 24,000	\$ 24,000
BEGINNING FUND BALANCE	(43,110)	335	335	24,335	48,335
ENDING FUND BALANCE	\$ 335	\$ 335	\$ 24,335	\$ 48,335	\$ 72,335
RETIRES HEALTH CARE, CITY OF OAK PARK RETIREES-FUND 680					
REVENUES:					
INTEREST INCOME	\$ 25,040	\$ 13,200	\$ 26,000	\$ 26,000	\$ 27,000
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	89,156	60,100	10,000	115,000	120,000
CONTRIBUTIONS - EMPLOYER	3,382,373	2,703,373	2,535,961	2,804,661	3,113,461
TOTAL REVENUES	\$ 3,496,569	\$ 2,776,673	\$ 2,571,961	\$ 2,945,661	\$ 3,260,461
EXPENDITURES:					
RETIREE HEALTH CARE-GENERAL FUND	\$ 1,498,954	\$ 1,448,373	\$ 1,102,261	\$ 1,144,261	\$ 1,336,261
RETIREE HEALTH CARE-LIBRARY	79,274	-	80,000	80,000	80,000
RETIREE HEALTH CARE-PUBLIC SAFETY	1,204,145	1,267,000	1,149,300	1,218,600	1,335,400
PROFESSIONAL SERVICES	12,607	18,500	20,000	20,000	20,000
BANK/CC FEES & SERVICE CHARGES	28	100	100	100	100
TOTAL EXPENDITURES:	\$ 2,795,008	\$ 2,733,973	\$ 2,351,661	\$ 2,462,961	\$ 2,771,761
REVENUES OVER (UNDER) EXPENDITURES	\$ 701,561	\$ 42,700	\$ 220,300	\$ 482,700	\$ 488,700
OTHER FINANCING SOURCES (USES)					
TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT - GENERAL FUND	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)	\$ 2,795,008	\$ 2,733,973	\$ 2,351,661	\$ 2,462,961	\$ 2,771,761
NET CHANGE IN FUND BALANCE	\$ 701,561	\$ 42,700	\$ 220,300	\$ 482,700	\$ 488,700
BEGINNING FUND BALANCE	3,093,895	3,795,456	3,838,156	4,058,456	4,541,156
ENDING FUND BALANCE	\$ 3,795,456	\$ 3,838,156	\$ 4,058,456	\$ 4,541,156	\$ 5,029,856
EMPLOYEES RETIREMENT SYSTEM, GENERAL-FUND 731					
REVENUES:					
EMPLOYEE CONTRIBUTIONS	\$ 51,977	\$ 53,000	\$ 52,000	\$ 52,000	\$ 52,000
INTEREST INCOME	1,000	300	300	300	-
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(706)	1,483,255	1,500,000	1,500,000	1,500,000
DIVIDEND INCOME	1,537,141	380,000	450,000	450,000	450,000
OTHER INCOME	3,438	-	-	-	-
CITY PENSION CONTRIBUTIONS	1,445,558	1,678,745	1,772,816	1,800,148	1,800,148
TOTAL REVENUES	\$ 3,038,408	\$ 3,595,300	\$ 3,775,116	\$ 3,802,448	\$ 3,802,148
EXPENDITURES:					
PROFESSIONAL SERVICES	\$ 79,541	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
BANK/CC FEES & SERVICE CHARGES	1	-	-	-	-
PENSION BENEFITS	2,893,955	3,145,000	3,145,000	3,145,000	3,145,000
CONTRIBUTION REFUNDS	-	3,000	-	-	-
TOTAL EXPENSES:	\$ 2,973,497	\$ 3,233,000	\$ 3,230,000	\$ 3,230,000	\$ 3,230,000
REVENUES OVER (UNDER) EXPENDITURES	\$ 64,911	\$ 362,300	\$ 545,116	\$ 572,448	\$ 572,148
OTHER FINANCING SOURCES (USES)					
TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)	\$ 2,973,497	\$ 3,233,000	\$ 3,230,000	\$ 3,230,000	\$ 3,230,000
NET CHANGE IN FUND BALANCE	\$ 64,911	\$ 362,300	\$ 545,116	\$ 572,448	\$ 572,148
BEGINNING FUND BALANCE	19,305,654	19,370,565	19,732,865	20,277,981	20,850,429
ENDING FUND BALANCE	\$ 19,370,565	\$ 19,732,865	\$ 20,277,981	\$ 20,850,429	\$ 21,422,577

**CITY OF OAK PARK
FISCAL YEAR 2019-2020 BUDGET AND
PROJECTED BUDGETS FY 2020-2021 FY 2021-2022
GENERAL AND SPECIAL FUNDS
BUDGET RESOLUTION**

EMPLOYEES RETIREMENT SYSTEM, PUBLIC SAFETY PA345-FUND 733

	ACTUAL 2017-2018	ESTIMATED 2018-2019	APPROVED 2019-2020	PROJECTED 2020-2021	PROJECTED 2021-2022
REVENUES:					
EMPLOYEE CONTRIBUTIONS	\$ 407,715	\$ 400,000	\$ 438,100	\$ 438,100	\$ 438,100
EMPLOYEE CONTRIBUTIONS-RETIREE HEALTH CARE	12,415	12,000	13,552	13,552	13,552
INTEREST INCOME	1,955	-	-	-	-
UNREALIZED GAIN/(LOSS) ON INVESTMENTS	2,212,653	2,179,236	2,179,236	2,179,236	2,179,236
DIVIDEND INCOME	1,016,355	765,000	800,000	800,000	800,000
OTHER INCOME	3,438	-	-	-	-
CITY PENSION CONTRIBUTIONS	2,551,000	3,099,614	3,086,033	3,142,325	3,142,325
CITY CONTRIBUTION-HEALTHCARE	1,191,730	1,255,000	1,149,300	1,218,600	1,335,400
TOTAL REVENUES	\$ 7,397,261	\$ 7,710,850	\$ 7,666,221	\$ 7,791,813	\$ 7,908,613
EXPENDITURES:					
RETIREE HEALTH CARE	\$ 1,126,411	\$ 1,189,100	\$ 1,078,100	\$ 1,145,300	\$ 1,260,000
RETIREE LIFE INSURANCE	865	900	1,200	1,300	1,400
RETIREES DENTAL	76,870	77,000	70,000	72,000	74,000
PROFESSIONAL SERVICES	137,437	150,000	150,000	150,000	150,000
BANK/CC FEES & SERVICE CHARGES	7	-	-	-	-
PENSION BENEFITS	4,121,370	4,440,000	4,100,000	4,100,000	4,100,000
CONTRIBUTION REFUNDS	-	40,000	10,000	10,000	10,000
TOTAL EXPENSES:	\$ 5,462,960	\$ 5,897,000	\$ 5,409,300	\$ 5,478,600	\$ 5,595,400
REVENUES OVER (UNDER) EXPENDITURES	\$ 1,934,301	\$ 1,813,850	\$ 2,256,921	\$ 2,313,213	\$ 2,313,213
OTHER FINANCING SOURCES (USES)					
TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER OUT	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES & OTHER FINANCING SOURCES (USES)	\$ 5,462,960	\$ 5,897,000	\$ 5,409,300	\$ 5,478,600	\$ 5,595,400
NET CHANGE IN FUND BALANCE	\$ 1,934,301	\$ 1,813,850	\$ 2,256,921	\$ 2,313,213	\$ 2,313,213
BEGINNING FUND BALANCE	40,470,217	42,404,518	44,218,368	46,475,289	48,788,502
ENDING FUND BALANCE	\$ 42,404,518	\$ 44,218,368	\$ 46,475,289	\$ 48,788,502	\$ 51,101,715

BE IT FURTHER RESOLVED, the City Council's desire is to levy the lowest millage rate possible and reduced the overall millage rate by .5374 mills to a total of 35.0460, 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 20, 2019 on the 2019 millage rates and the 2019-2020 budget,

BE IT FURTHER RESOLVED, that to finance the level of services established for the 2019-2020 fiscal-year, and to meet specific debt obligations of the City that the following millages are authorized to be spread:

TAX RATES:	
15.7032	PER \$1,000 TAXABLE VALUATION FOR OPERATION
1.4315	PER \$1,000 TAXABLE VALUATION FOR LIBRARY
1.9353	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY
7.0000	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY PA 345
0.4799	PER \$1,000 TAXABLE VALUATION FOR RECREATION
4.5633	PER \$1,000 TAXABLE VALUATION FOR DEBT RETIREMENT
1.0979	PER \$1,000 TAXABLE VALUATION FOR HEADLEE OVERRIDE
2.8349	PER \$1,000 TAXABLE VALUATION FOR SOLID WASTE

TOTAL \$35.0460 PER \$1,000 EQUALIZED VALUATION

ROLL CALL VOTE Yes
No, None
Absent, None
PUBLISH: T. Edwin Norris

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** May 20, 2019**SUBJECT:** Approval of Water and Sewer Rates for 2019-2020 Fiscal Year**DEPARTMENT:** Finance

SUMMARY: In February of 2016, the City contracted with Plante Moran to perform a review of the Water and Sewer Fund and prepare a forecast of the required rates needed to fund the projected operations of the fund. The forecast called for a blended rate increase in the overall rate of 7.57% for fiscal year 2019-2020. Based on the recommendation in the forecast and in conjunction with the assumptions used in the preparation of the 2019-2020 Water and Sewer Fund budget, a proposed rate increase effective July 1, 2019 is recommended which would increase the rates as follows:

Water Rate: Current \$4.17 per unit, proposed \$4.253 per unit

Sewer Rate: Current \$9.58 per unit, proposed \$10.538 per unit

Combined Rate: Current \$13.75 per unit, proposed \$14.791

FINANCIAL STATEMENT: The above rates are proposed to cover the projected operating, maintenance, replacement and debt costs for the 2019-2020 fiscal year.

RECOMMENDED ACTION: Approval of Water and Sewer Rates for 2019-2020 Fiscal Year.

APPROVALS:

City Manager: _____

Department Director: _____

Director of Finance: _____

Budgeted: ☒

Legal: _____



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: May 20, 2019

Department: Finance

SUBJECT: Approval of Fee Schedule for 2019-2020 Fiscal Year

SUMMARY:

Attached is the proposed fee schedule for 2019-2020 Fiscal Year, which sets the fees to be charged for various City services

RECOMMENDED ACTION: Approval of the Fee Schedule for 2019-2020 Fiscal Year.

APPROVALS:

City Manager: _____

Department Director: _____

Director of Finance: _____

Budgeted: ☒ N/A

EXHIBITS: Fee Schedule

City of Oak Park

Schedule of Fees



Effective: July 1, 2019

DRAFT

City of Oak Park
Fee Schedule

DEPT	CITY CLERK	FEE	PROPOSED 2019-20	WHO?	REASON
Clerk	Voter List - (Per Page)	\$ 0.20	NC	EN	
Clerk	Voter Labels - (Per Name)	\$ 0.03	NC	EN	
Clerk	Voter List - (Disk)	\$ 25.00	NC	EN	
Clerk	FOIA - Per page (plus applicable labor charges allowed by State Statute)	\$ 0.10	NC	EN	
Clerk	Garage Sale Permit	\$ 10.00	NC	EN	
Clerk	Special Event Permit	\$ 100.00	NC	EN	
Clerk	Vendor license - Food	\$ 50.00	NC	EN	
Clerk	Vendor license - Lawn Care/Snow Removal (Per Vehicle)	\$ 50.00	NC	EN	
Clerk	Pawnbroker License (Merchant's License also required)	\$ 400.00	NC	EN	
Clerk	Massage Facility License (Merchant,s License also required)	\$ 125.00	NC	EN	
Clerk	Smoking Facility License (Merchant,s License also required)	\$ 125.00	NC	EN	
Clerk	Precious Metals License (Merchant's License also required)	\$ 50.00	NC	EN	
Clerk	Handbill - Day	\$ 10.00	NC	EN	
Clerk	Handbill - Week	\$ 25.00	NC	EN	
Clerk	Handbill - 3 months	\$ 50.00	NC	EN	
Clerk	Subsequent changes to any Handbill license (Per Name)	\$ 10.00	NC	EN	
Clerk	Handbill - Year	\$ 100.00	NC	EN	
Clerk	Sidewalk Sale	\$ 10.00	NC	EN	
Clerk	Day Care Registration	\$ 25.00	NC	EN	
Clerk	DVD Reproduction	\$ 20.00	NC	EN	
Clerk	Mechanical Amusement Distributor License	\$ 250.00	NC	EN	
Clerk	Mechanical Amusement Device License (1 Machine)	\$ 250.00	NC	EN	
Clerk	Mechanical Amusement Device License (2 Machines) - Per Machine	\$ 200.00	NC	EN	
Clerk	Mechanical Amusement Device License (3-4 Machines) - Per Machine	\$ 175.00	NC	EN	
Clerk	Mechanical Amusement Device License (5-6 Machines) - Per Machine	\$ 150.00	NC	EN	
Clerk	Mechanical Amusement Device License (7-10 Machines) - Per Machine	\$ 125.00	NC	EN	
Clerk	Class C Liquor and/or Tavern License - (New or transfer of ownership)	\$ 800.00	NC	EN	
Clerk	Class C Liquor and/or Tavern License - (Adding additional owners) - Per owner	\$ 200.00	NC	EN	
Clerk	Class C Liquor and/or Tavern License - (Background check) - Per applicant	\$ 75.00	NC	EN	
Clerk	Class C Liquor and/or Tavern License - (Annual Renewal)	\$ 250.00	NC	EN	
Clerk	Class C Liquor and/or Tavern License - (Dance Permit)	\$ 50.00	NC	EN	
Clerk	Class C Liquor and/or Tavern License - (Dance & Entertainment Permit)	\$ 50.00	NC	EN	
Clerk	Class C Liquor and/or Tavern License - (Renewal Late Fee)	\$ 50.00	NC	EN	
Clerk	Notary Fee	\$ 5.00	NC	EN	
COMMUNITY ENGAGEMENT AND PUBLIC INFORMATION					
CEPI	Advertising - City Magazine - Ad Design and Layout (per ad)	\$ 100.00	NC	KM	
CEPI	Advertising - City Magazine - Full Page/Full Color Ad (1 issue/1 quarter)	\$ 600.00	NC	KM	
CEPI	Advertising - City Magazine - Full Page/Full Color Ad (2 issue/2 quarters)	\$ 1,100.00	NC	KM	
CEPI	Advertising - City Magazine - Full Page/Full Color Ad (3 issue/3 quarters)	\$ 1,600.00	NC	KM	

City of Oak Park

Fee Schedule

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CEPI	Advertising - City Magazine - Full Page/Full Color Ad (4 issue/4 quarters)	\$ 2,000.00	NC	KM	
CEPI	Advertising - City Magazine - Half Page/Full Color Ad (1 issue/1 quarter)	\$ 300.00	NC	KM	
CEPI	Advertising - City Magazine - Half Page/Full Color Ad (2 issue/2 quarters)	\$ 550.00	NC	KM	
CEPI	Advertising - City Magazine - Half Page/Full Color Ad (3 issue/3 quarters)	\$ 800.00	NC	KM	
CEPI	Advertising - City Magazine - Half Page/Full Color Ad (4 issue/4 quarters)	\$ 1,000.00	NC	KM	
CEPI	Advertising - City Magazine - Quarter Page/Full Color Ad (1 issue/1 quarter)	\$ 150.00	NC	KM	
CEPI	Advertising - City Magazine - Quarter Page/Full Color Ad (2 issue/2 quarters)	\$ 275.00	NC	KM	
CEPI	Advertising - City Magazine - Quarter Page/Full Color Ad (3 issue/3 quarters)	\$ 400.00	NC	KM	
CEPI	Advertising - City Magazine - Quarter Page/Full Color Ad (4 issue/4 quarters)	\$ 500.00	NC	KM	
CEPI	Advertising - City Magazine - One-Eighth Page/Full Color Ad (1 issue/1 quarter)	\$ 75.00	NC	KM	
CEPI	Advertising - City Magazine - One-Eighth Page/Full Color Ad (2 issue/2 quarters)	\$ 138.00	NC	KM	
CEPI	Advertising - City Magazine - One-Eighth Page/Full Color Ad (3 issue/3 quarters)	\$ 200.00	NC	KM	
CEPI	Advertising - City Magazine - One-Eighth Page/Full Color Ad (4 issue/4 quarters)	\$ 250.00	NC	KM	
CEPI	Advertising - Electronic billboard (9 Mile/Coolidge, 7 days)	\$ 50.00	remove	KM	Sign is not functioning and we do not allow it
CEPI	Advertising - Electronic billboard (9 Mile/Coolidge, 28 days)	\$ 125.00	remove	KM	Sign is not functioning and we do not allow it
CEPI	Advertising - Electronic billboard (9 Mile/Coolidge, Late Request Fee)	\$ 20.00	remove	KM	Sign is not functioning and we do not allow it
LIBRARY					
Library	Late Fee Per Day - all non DVD materials (\$3.00 Maximum - Children, \$6.00 maximum - adults)	\$ 0.15	NC	SJ	
Library	Late Fee Per Day - DVD (\$10.00 Maximum)	\$ 1.00	NC	SJ	
Library	Lost Library Card Replacement	\$ 2.00	NC	SJ	
Library	1-Hour Guest Computer Pass	\$ 1.00	NC	SJ	
Library	1-Year Non-Resident Library Card	\$ 100.00	NC	SJ	
Library	Fax Service - Per Page	\$ 1.00	NC	SJ	
Library	Printing - Per Page	\$ 0.15	NC	SJ	
Library	Collections Processing	\$ 10.00	NC	SJ	
Library	Damaged Materials processing fee (Maximum)	\$ 5.00	NC	SJ	
PUBLIC SAFETY					
Public Safety	Vehicle (Impound) Release	\$ 20.00	NC	TK	
Public Safety	PBT Administration Fee (45 Dist Court Defendants only)	\$ 5.00	NC	TK	
Public Safety	Bicycle License	\$ 2.00	NC	TK	
Public Safety	Civilian Fingerprinting Fee (OP residents only)	\$ 10.00	NC	TK	
Public Safety	Animal License - Neutered (1 year)	\$ 7.00	NC	TK	
Public Safety	Animal License - Neutered (3 year)	\$ 15.00	NC	TK	
Public Safety	Animal License - Non-Neutered (1 year)	\$ 16.00	NC	TK	
Public Safety	Animal License - Non-Neutered (3 year)	\$ 30.00	NC	TK	
Public Safety	Animal License - Late Fee (applies after the first of the year)	\$ 10.00	NC	TK	
Public Safety	Requests for Discovery: DVDs (\$20) / VHS Tapes (\$25)	\$ 20.00	NC	TK	
Public Safety	VIN Inspection	\$ 10.00	NC	TK	
Public Safety	Police Clearance Letter (non-residents)	\$ 5.00	NC	TK	
Public Safety	Alarm Permit	\$ 20.00	NC	TK	
Public Safety	False Alarm (after third false alarm in calendar year)	\$ 50.00	NC	TK	

City of Oak Park
Fee Schedule

Public Safety	Parking Permit (Eleven Mile Municipal Lot)	\$ 9.00	remove	KM	remove this fee from schedule per Kim Marrone
Public Safety	Notary Fee	\$ 5.00	NC	TK	
Public Safety	Animal Impound Fee	\$ 30.00	NC	TK	
Public Safety	Animal Pound Fee (Per Day)	\$ 10.00	NC	TK	
Public Safety	Overnight Municipal Lot Fee (Per year, prorated monthly based on calendar year)	\$ 500.00	KM		added fee
RECREATION					
Recreation	Small Meeting Room - Monday - Thursday, first three hours, Tax Exempt, Resident	\$ 25.00	NC	LS	
Recreation	Small Meeting Room - Monday - Thursday, first three hours, Tax Exempt, Non Resident	\$ 29.00	NC	LS	
Recreation	Small Meeting Room - Monday - Thursday, first three hours, Private, Resident	\$ 45.00	NC	LS	
Recreation	Small Meeting Room - Monday - Thursday, first three hours, Private, Non Resident	\$ 52.00	NC	LS	
Recreation	Small Meeting Room - Monday - Thursday, Each additional Hour, Tax Exempt, Resident	\$ 15.00	NC	LS	
Recreation	Small Meeting Room - Monday - Thursday, Each additional Hour, Tax Exempt, Non Resident	\$ 17.00	NC	LS	
Recreation	Small Meeting Room - Monday - Thursday, Each additional Hour, Private, Resident	\$ 17.00	NC	LS	
Recreation	Small Meeting Room - Monday - Thursday, Each additional Hour, Private, Non Resident	\$ 20.00	NC	LS	
Recreation	Large Meeting Room - Monday - Thursday, first three hours, Tax Exempt, Resident	\$ 35.00	NC	LS	
Recreation	Large Meeting Room - Monday - Thursday, first three hours, Tax Exempt, Non Resident	\$ 40.00	NC	LS	
Recreation	Large Meeting Room - Monday - Thursday, first three hours, Private, Resident	\$ 65.00	NC	LS	
Recreation	Large Meeting Room - Monday - Thursday, first three hours, Private, Non Resident	\$ 74.00	NC	LS	
Recreation	Large Meeting Room - Monday - Thursday, Each additional Hour, Tax Exempt, Resident	\$ 18.00	NC	LS	
Recreation	Large Meeting Room - Monday - Thursday, Each additional Hour, Tax Exempt, Non Resident	\$ 21.00	NC	LS	
Recreation	Large Meeting Room - Monday - Thursday, Each additional Hour, Private, Resident	\$ 23.00	NC	LS	
Recreation	Large Meeting Room - Monday - Thursday, Each additional Hour, Private, Non Resident	\$ 26.00	NC	LS	
Recreation	Activity Room C - Monday - Thursday, first three hours, Tax Exempt, Resident	\$ 50.00	NC	LS	
Recreation	Activity Room C - Monday - Thursday, first three hours, Tax Exempt, Non Resident	\$ 58.00	NC	LS	
Recreation	Activity Room C - Monday - Thursday, first three hours, Private, Resident	\$ 90.00	NC	LS	
Recreation	Activity Room C - Monday - Thursday, first three hours, Private, Non Resident	\$ 104.00	NC	LS	
Recreation	Activity Room C - Monday - Thursday, Each additional Hour, Tax Exempt, Resident	\$ 25.00	NC	LS	
Recreation	Activity Room C - Monday - Thursday, Each additional Hour, Tax Exempt, Non Resident	\$ 29.00	NC	LS	
Recreation	Activity Room C - Monday - Thursday, Each additional Hour, Private, Resident	\$ 30.00	NC	LS	
Recreation	Activity Room C - Monday - Thursday, Each additional Hour, Private, Non Resident	\$ 35.00	NC	LS	
Recreation	Activity Room B - Monday - Thursday, first three hours, Tax Exempt, Resident	\$ 60.00	NC	LS	
Recreation	Activity Room B - Monday - Thursday, first three hours, Tax Exempt, Non Resident	\$ 68.00	NC	LS	
Recreation	Activity Room B - Monday - Thursday, first three hours, Private, Resident	\$ 110.00	NC	LS	
Recreation	Activity Room B - Monday - Thursday, first three hours, Private, Non Resident	\$ 124.00	NC	LS	
Recreation	Activity Room B - Monday - Thursday, Each additional Hour, Tax Exempt, Resident	\$ 29.00	NC	LS	
Recreation	Activity Room B - Monday - Thursday, Each additional Hour, Tax Exempt, Non Resident	\$ 33.00	NC	LS	
Recreation	Activity Room B - Monday - Thursday, Each additional Hour, Private, Resident	\$ 40.00	NC	LS	
Recreation	Activity Room B - Monday - Thursday, Each additional Hour, Private, Non Resident	\$ 45.00	NC	LS	
Recreation	Activity Room A - Monday - Thursday, first three hours, Tax Exempt, Resident	\$ 80.00	NC	LS	

City of Oak Park
Fee Schedule

Recreation	Activity Room A- Monday - Thursday, first three hours, Tax Exempt, Non Resident	\$ 90.00	NC	LS
Recreation	Activity Room A - Monday - Thursday, first three hours, Private, Resident	\$ 150.00	NC	LS
Recreation	Activity Room A - Monday - Thursday, first three hours, Private, Non Resident	\$ 168.00	NC	LS
Recreation	Activity Room A - Monday - Thursday, Each additional Hour, Tax Exempt, Resident	\$ 35.00	NC	LS
Recreation	Activity Room A - Monday - Thursday, Each additional Hour, Tax Exempt, Non Resident	\$ 39.00	NC	LS
Recreation	Activity Room A - Monday - Thursday, Each additional Hour, Private, Resident	\$ 45.00	NC	LS
Recreation	Activity Room A - Monday - Thursday, Each additional Hour, Private, Non Resident	\$ 50.00	NC	LS
Recreation	Activity Room A&B- Monday - Thursday, first three hours, Tax Exempt, Resident	\$ 115.00	NC	LS
Recreation	Activity Room A&B- Monday - Thursday, first three hours, Tax Exempt, Non Resident	\$ 128.00	NC	LS
Recreation	Activity Room A&B - Monday - Thursday, first three hours, Private, Resident	\$ 220.00	NC	LS
Recreation	Activity Room A&B - Monday - Thursday, first three hours, Private, Non Resident	\$ 244.00	NC	LS
Recreation	Activity Room A&B - Monday - Thursday, Each additional Hour, Tax Exempt, Resident	\$ 50.00	NC	LS
Recreation	Activity Room A&B - Monday - Thursday, Each additional Hour, Tax Exempt, Non Resident	\$ 56.00	NC	LS
Recreation	Activity Room A&B - Monday - Thursday, Each additional Hour, Private, Resident	\$ 70.00	NC	LS
Recreation	Activity Room A&B - Monday - Thursday, Each additional Hour, Private, Non Resident	\$ 78.00	NC	LS
Recreation	Kitchen with Activity Room A or B- Monday - Thursday, Tax Exempt, Resident	\$ 30.00	NC	LS
Recreation	Kitchen with Activity Room A or B- Monday - Thursday, Tax Exempt, Non Resident	\$ 35.00	NC	LS
Recreation	Kitchen with Activity Room A or B - Monday - Thursday, Private, Resident	\$ 50.00	NC	LS
Recreation	Kitchen with Activity Room A or B- Monday - Thursday, Private, Non Resident	\$ 58.00	NC	LS
Recreation	Small Meeting Room, Saturday & Sunday, first four hours, Resident	\$ 135.00	NC	LS
Recreation	Small Meeting Room, Saturday & Sunday, First four hours, Non Resident	\$ 155.00	NC	LS
Recreation	Small Meeting Room, Saturday & Sunday, each additional hour, Resident	\$ 35.00	NC	LS
Recreation	Small Meeting Room, Saturday & Sunday, each additional hour, Non Resident	\$ 40.00	NC	LS
Recreation	Small Meeting Room, Saturday & Sunday, eight hour flat rate, Resident	\$ 225.00	NC	LS
Recreation	Small Meeting Room, Saturday & Sunday, eight hour flat rate, Non Resident	\$ 259.00	NC	LS
Recreation	Large Meeting Room, Saturday & Sunday, first four hours, Resident	\$ 200.00	NC	LS
Recreation	Large Meeting Room, Saturday & Sunday, First four hours, Non Resident	\$ 228.00	NC	LS
Recreation	Large Meeting Room, Saturday & Sunday, each additional hour, Resident	\$ 50.00	NC	LS
Recreation	Large Meeting Room, Saturday & Sunday, each additional hour, Non Resident	\$ 57.00	NC	LS
Recreation	Large Meeting Room, Saturday & Sunday, eight hour flat rate, Resident	\$ 300.00	NC	LS
Recreation	Large Meeting Room, Saturday & Sunday, eight hour flat rate, Non Resident	\$ 342.00	NC	LS
Recreation	Activity Room C, Saturday & Sunday, first four hours, Resident	\$ 260.00	NC	LS
Recreation	Activity Room C, Saturday & Sunday, First four hours, Non Resident	\$ 296.00	NC	LS
Recreation	Activity Room C, Saturday & Sunday, each additional hour, Resident	\$ 60.00	NC	LS
Recreation	Activity Room C, Saturday & Sunday, each additional hour, Non Resident	\$ 69.00	NC	LS
Recreation	Activity Room C, Saturday & Sunday, eight hour flat rate, Resident	\$ 440.00	NC	LS
Recreation	Activity Room C, Saturday & Sunday, eight hour flat rate, Non Resident	\$ 499.00	NC	LS

City of Oak Park
Fee Schedule

Recreation	Activity Room B, Saturday & Sunday, first four hours, Resident	\$ 300.00	NC	LS
Recreation	Activity Room B, Saturday & Sunday, First four hours, Non Resident	\$ 336.00	NC	LS
Recreation	Activity Room B, Saturday & Sunday, each additional hour, Resident	\$ 70.00	NC	LS
Recreation	Activity Room B, Saturday & Sunday, each additional hour, Non Resident	\$ 79.00	NC	LS
Recreation	Activity Room B, Saturday & Sunday, eight hour flat rate, Resident	\$ 470.00	NC	LS
Recreation	Activity Room B, Saturday & Sunday, eight hour flat rate, Non Resident	\$ 529.00	NC	LS
Recreation	Activity Room A, Saturday & Sunday, first four hours, Resident	\$ 340.00	NC	LS
Recreation	Activity Room A, Saturday & Sunday, First four hours, Non Resident	\$ 378.00	NC	LS
Recreation	Activity Room A, Saturday & Sunday, each additional hour, Resident	\$ 80.00	NC	LS
Recreation	Activity Room A, Saturday & Sunday, each additional hour, Non Resident	\$ 90.00	NC	LS
Recreation	Activity Room A, Saturday & Sunday, eight hour flat rate, Resident	\$ 550.00	NC	LS
Recreation	Activity Room A, Saturday & Sunday, eight hour flat rate, Non Resident	\$ 616.00	NC	LS
Recreation	Activity Room A & B, Saturday & Sunday, first four hours, Resident	\$ 530.00	NC	LS
Recreation	Activity Room A & B, Saturday & Sunday, First four hours, Non Resident	\$ 586.00	NC	LS
Recreation	Activity Room A & B, Saturday & Sunday, each additional hour, Resident	\$ 130.00	NC	LS
Recreation	Activity Room A & B, Saturday & Sunday, each additional hour, Non Resident	\$ 144.00	NC	LS
Recreation	Activity Room A & B, Saturday & Sunday, eight hour flat rate, Resident	\$ 870.00	NC	LS
Recreation	Activity Room A & B, Saturday & Sunday, eight hour flat rate, Non Resident	\$ 964.00	NC	LS
Recreation	Kitchen, Saturday & Sunday, first four hours, Resident	\$ 55.00	NC	LS
Recreation	Kitchen, Saturday & Sunday, First four hours, Non Resident	\$ 63.00	NC	LS
Recreation	Kitchen, Saturday & Sunday, each additional hour, Resident	\$ 15.00	NC	LS
Recreation	Kitchen, Saturday & Sunday, each additional hour, Non Resident	\$ 17.00	NC	LS
Recreation	Damage Deposit for Activity Rooms A, B & C	\$ 150.00	NC	LS
Recreation	Damage Deposit for Activity Rooms A, B & C - Teen and Sweet 16 Rentals	\$ 1,000.00	NC	LS
Recreation	Damage Deposit for Activity Rooms A, B & C - Youth Parties over 75	\$ 250.00	NC	LS
Recreation	Additional Set up Time (Per Hour)	\$ 10.00	NC	LS
	Shelter Rentals			
Recreation	Tax Exempt Rate	1/2 Rate Listed	NC	LS
Recreation	1st (2) weeks of June (M-F only) Oak Park School Groups	FREE	NC	LS
Recreation	1st (2) weeks of June (M-F only) Non Oak Park School Groups	1/2 Res. Rate	NC	LS
Recreation	Shelter 1, Resident (9 AM - 3 PM)	\$ 140.00	NC	LS
Recreation	Shelter 1, Resident (4 PM - 10 PM)	\$ 140.00	NC	LS
Recreation	Shelter 1, Non Resident (9 AM - 3 PM)	\$ 170.00	NC	LS
Recreation	Shelter 1, Non Resident (4 PM - 10 PM)	\$ 170.00	NC	LS
Recreation	Shelter 2, Resident (9 AM - 3 PM)	\$ 100.00	NC	LS
Recreation	Shelter 2, Resident (4 PM - 10 PM)	\$ 100.00	NC	LS
Recreation	Shelter 2, Non Resident (9 AM - 3 PM)	\$ 130.00	NC	LS
Recreation	Shelter 2, Non Resident (4 PM - 10 PM)	\$ 130.00	NC	LS

City of Oak Park
Fee Schedule

Recreation	Shelter 3, Resident (9 AM - 3 PM)	\$ 60.00	NC	LS	
Recreation	Shelter 3, Resident (4 PM - 10 PM)	\$ 60.00	NC	LS	
Recreation	Shelter 3, Non Resident (9 AM - 3 PM)	\$ 90.00	NC	LS	
Recreation	Shelter 3, Non Resident (4 PM - 10 PM)	\$ 90.00	NC	LS	
	Fields				
Recreation	Residents				
Recreation	*Baseball/Softball per hour	\$ 15.00	NC	LS	
Recreation	Weekend Tournaments 1 day per field	\$250	NC	LS	
Recreation	Weekend Tournaments 2 day per field	\$425	NC	LS	
Recreation	*Fee does NOT include Security Deposit				
Recreation	Non-residents				
Recreation	*Baseball/Softball per hour	\$ 20.00	NC	LS	
Recreation	Weekend Tournaments 1 day per field	\$255	NC	LS	
Recreation	Weekend Tournaments 2 day per field	\$430	NC	LS	
Recreation	*Fee does NOT include Security Deposit				
Recreation					
Recreation	Set up - per field	\$ 25.00	NC	LS	
Recreation	Field Lights (additional to field prep) (Per hour per field)	\$ 20.00	NC	LS	
Recreation	Site Supervisor per hour	\$20	NC	LS	
Recreation	*Fee does NOT include Security Deposit				
Recreation	*Security Deposit	\$ 50.00	NC	LS	
	Day Camp				
Recreation	One week of Day Camp - Residents	\$ 120.00	NC	LS	
Recreation	One week of Day Camp - Non Residents	\$ 130.00	NC	LS	
Recreation	4 day week of camp (4th of July week) 3 Day week	\$ 63.00		\$96 LS	4 day week
Recreation	One week of AM latchkey	\$ 30.00	NC	LS	
Recreation	One week of PM latchkey	\$ 35.00	NC	LS	
Recreation	4 day week of AM latchkey (4th of July week) 3 Day Week	\$ 12.00		\$24 LS	4 day week
Recreation	4 day week of PM latchkey (4th of July week) 3 Day Week	\$ 16.00		\$28 LS	4 day week
Recreation	Day Camp late fee	\$ 20.00	NC	LS	
	Baseball				
Recreation	T-ball	\$ 45.00	NC	LS	
	T-Ball Non Resident	\$ 50.00	NC	LS	
Recreation	Coach Pitch	\$ 45.00	NC	LS	
	Machine Pitch Non Resident	\$ 50.00	NC	LS	
Recreation	9& 10 year olds	\$ 55.00	NC	LS	
	Pony	\$ 60.00	NC	LS	

City of Oak Park
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Recreation	11 & 12 year olds	\$	55.00	NC	LS	
	Minors	\$	60.00	NC	LS	
Recreation	13 & 14 year olds	\$	65.00	NC	LS	
	Majors	\$	70.00	NC	LS	
	Girls Softball					
Recreation	9 - 11 year olds	\$	55.00	NC	LS	
Recreation	9-11 NR	\$	60.00	NC	LS	
Recreation	12 - 14 year olds	\$	55.00	NC	LS	
Recreation	12-14 NR	\$	60.00	NC	LS	
	Soccer					
Recreation	Little Kickers (Age3)	\$	40.00	NC	LS	
Recreation	U4 NR	\$	45.00	NC	LS	
Recreation	U6 (ages 4 & 5)	\$	55.00	NC	LS	
Recreation	U6 NR	\$	60.00	NC	LS	
Recreation	U8 (ages 6 & 7)	\$	60.00	NC	LS	
Recreation	U8 NR	\$	65.00	NC	LS	
Recreation	U10 (ages 8 & 9)	\$	65.00	NC	LS	
Recreation	U10 NR	\$	70.00	NC	LS	
	Basketball					
Recreation	1st-2nd Grade Resident	\$	65.00	NC	LS	
Recreation	1st-2nd Grade Non Resident	\$	70.00	NC	LS	
Recreation	3rd-8th Grade Resident	\$	75.00	NC	LS	
Recreation	3rd-8th Grade Non Resident	\$	80.00	NC	LS	
Recreation	Basketball Camp	\$	135.00	NC	LS	
	Basketball Clinic					
Recreation	6-8 year olds (per participant)	\$	35.00	NC	LS	
Recreation	9 - 12 year olds (per participant)	\$	45.00	NC	LS	
	Mens Softball					
Recreation	Summer - 14 games/double headers - per team	\$	575.00	\$450	LS	Competitive pricing with other communities
Recreation	Forfiet Fee	\$	50.00			
Recreation	Fall - Softball per team			\$ 350.00	LS	New
Recreation	Forfiet Fee			\$ 50.00	LS	New
	Adult Kickball					
Recreation	Spring Kickball: 20players, 20 shirts, awards, kickballs, 14 games and playoffs	\$	350.00	NC	LS	
Recreation	Forfiet Fee	\$	50.00	NC	LS	
Recreation	Fall Kickball: 20 players, awards, kickball and 8 games	\$	150.00	NC	LS	
Recreation	Forfiet Fee	\$	50.00	NC	LS	

City of Oak Park
Fee Schedule

	Golf				
Recreation	2 person golf scramble - Individual	\$ 35.00	NC	LS	
Recreation	2 person golf scramble - Team	\$ 70.00	NC	LS	
	Mayors 3 mile run				
Recreation	Pre Registration	\$ 30.00		\$20 LS	Competitive pricing with other area fun runs
Recreation	Day of Registration	\$ 35.00		\$25 LS	Competitive pricing with other area fun runs
Recreation	Contractual Programs	70/30split	NC	LS	
Recreation	Parent and child dances -Couple			\$25 LS	New
Recreation	Parent and child Dances - Additional Child			\$12 LS	New
Recreation	Parent and Child Dances - additional Non resident fee			\$5 LS	New
	Pool - Daily Rates				
Recreation	Age 3 and under resident	Free	NC	LS	
Recreation	Age 3 and under non resident	Free	NC	LS	
Recreation	Ages 4 - 54 resident	\$ 3.00	NC	LS	
Recreation	Ages 4 - 54 non resident	\$ 5.00	NC	LS	
Recreation	Ages 55 + resident	\$ 2.00	NC	LS	
Recreation	Ages 55 + non residents	\$ 4.00	NC	LS	
Recreation	Womens and Men Only Swims and Teen Only	\$ 2.00	NC	LS	
	Season Passes				
Recreation	Ages 4 - 54 residents	\$ 30.00	NC	LS	
Recreation	Ages 4 - 54 non residents	\$ 50.00	NC	LS	
Recreation	Ages 55+ residents	\$ 20.00	NC	LS	
Recreation	Ages 55 + non residents	\$ 40.00	NC	LS	
	Pool Rental				
Recreation	75 people and under for three hours	\$ 350.00	NC	LS	
Recreation	76 to 100 people for three hours	\$ 400.00	NC	LS	
Recreation	101 to 200 people for three hours	\$ 450.00	NC	LS	
Recreation	201 to 400 people for three hours	\$ 500.00	NC	LS	
Recreation	Non resident fee	\$ 50.00	NC	LS	
Recreation	Damage deposit	\$ 75.00	NC	LS	
	Miniature Golf				
Recreation	Residents	\$ 1.00	NC	LS	
Recreation	Non Residents	\$ 2.00	NC	LS	
	Swim Lessons				
Recreation	Residents (6, 40 minute classes)	\$ 55.00	\$48 LS		4 week classes

City of Oak Park
Fee Schedule

Recreation	Non Residents (6, 40 minute classes)	\$ 60.00	\$53	LS	4 week classes
Recreation	Contractual Classes	70/30split			
Recreation	Dog Swims - Pre registration		\$ 10.00	LS	New
Recreation	Dog Swims - on Site registration		\$ 15.00	LS	New
	Seniors:				
Recreation	Resident Dues	\$ 6.00	NC	LS	
Recreation	Non Resident Dues	\$ 12.00	NC	LS	
	Transportation				
Recreation	Medical - round trip	\$ 4.00	NC	LS	
Recreation	Medical - one way	\$ 3.00	NC	LS	
Recreation	Errands - round trip	\$ 2.00	NC	LS	
Recreation	Community Center - round trip	\$ 1.00	NC	LS	
Recreation	Community Center - one way	\$ 0.75	NC	LS	
	Trips				
Recreation	Program Administrative Fee/per person	\$ 5.00	NC	LS	
Recreation	Bus Fee	\$ 6.00	NC	LS	
	Classes /Specail Events				
Recreation	Contractual	70/30 split			
Recreation	Senior Tea		\$20	LS	New
Recreation	Senior Dance - Couple		\$25	LS	New
Recreation	Senior Dance - Single		\$13	LS	New
	WATER				
Water	On/Off Fee	\$ 90.00			
Water	Turn off for repairs		\$ 60.00	KV	
Water	Overtime Charge (On/Off)	\$ 120.00			
Water	Meter Test 5/8 - 1"	\$ 100.00	\$ 120.00	KV	
Water	Meter Test 1.5 - 2"		\$ 170.00	KV	
Water	Meter Install	\$ 40.00			
Water	Replace Cut/Damaged Wire	\$ 40.00			
Water	Winterization	\$ 100.00			
Water	Copies Per Page	\$ 1.00			
Water	96 Gallon Trash Container (\$65.00 + Tax)	\$ 68.90			
Water	64 Gallon Recycling Container (replacement or new \$25.00 + Tax)	\$ 26.50			
Water	96 Gallon Recycling Container (\$65.00 + Tax)	\$ 68.90			
Water	96 Gallon Recycling Container (with turn in of 64 gallon container \$40.00 + Tax)	\$ 42.40			
Water	Recycle Bin	\$ 12.00			
Water	Garbage Bags (\$8.11 + Tax)	\$ 8.60			

City of Oak Park
Fee Schedule

Monthly Industrial Waste Charge					
Water	5/8 Meter	\$	9.04		
Water	3/4 Meter	\$	13.56		
Water	1" Meter	\$	22.60		
Water	1-1/2 Meter	\$	49.72		
Water	2" Meter	\$	72.32		
Water	3" Meter	\$	131.08		
Water	4" Meter	\$	180.80		
Water	6" Meter	\$	271.20		
Quarterly Meter Service Charge					
Water	5/8" Meter	\$	4.75		
Water	3/4 Meter	\$	5.03		
Water	1" Meter	\$	5.42		
Water	1-1/2. Meter	\$	8.05		
Water	2" Meter	\$	9.14		
Water	3" Meter	\$	63.80		
Water	4" Meter	\$	69.57		
Water	6" Meter	\$	79.40		
High Strength Surcharge (Charge Per Pound of Excess Pollutant)					
Water	Biochemical Oxygen Demand (BOD)		0.488		
Water	Total Suspended Solids (TSS)		0.495		
Water	Phosphorus (p)		7.3		
Water	Fats, Oils and Grease		0.470		
Water	Water Rate Per Unit	\$	4.17	\$ 4.25	KV
Water	Sewer Rate Per Unit	\$	9.58	\$ 10.53	KV
Water	Garbage & Rubbish Monthly Rate	\$	12.91		
Water	Quarterly Minimum Water Bill (0-5 Units)	\$	112.23	\$ 117.38	KV
Water	Minimum Deposit Required in Certain Circumstances (Cover Six Times the Average Quarterly Bill)	\$	673.38		
TREASURY					
Treasury	Property Tax Roll (per season)	\$	500.00		
ASSESSING					
Assessing	Assessing Database Export	\$	1,000.00		
TECHNICAL AND PLANNING					
Plan Review					
Tech Plan	Commercial, Industrial, Residential-(Multi-Family) (Non-Structural) (Sealed Architectural Plans)				

City of Oak Park
Fee Schedule

	The Plan Review fee is based on the estimated construction value. For buildings valued up to \$1,000,000.00, the Building Plan Review Fee is .0015 of the building valuation (\$100.00 min). For buildings valued over \$1,000,000.00 up to \$5,000,000.00 the fee is \$1,500.00 plus .0005 of the valuation over \$1,000,000.00. For buildings over \$5,000,000.00, the fee is \$3,500.00 plus .0004 of the valuation over \$5,000,000.00.			
	Residential (1&2 Family) (Non-Structural) \$60.00 Minimum			
	The Plan Review fee is based on the estimated construction value. For buildings valued up to \$1,000,000.00, the building Plan Review fee is .0015 of the building valuation (\$60.00 min). For buildings valued over \$1,000,000.00 up to \$5,000,000.00 the fee is \$1,500.00 plus .0005 of the valuation over \$1,000,000.00. For buildings over \$5,000,000.00, the fee is \$3,500.00 plus .0004 of the valuation over \$5,000,000.00.			
Tech Plan	Structural Plan Review	\$300 minimum or consultants fee plus 15%	\$	300.00
Tech Plan	Mechanical Plan Review	25% of building plan review (\$60.00 minimum) or consultants fee plus 15%		
Tech Plan	Plumbing Plan Review	25% of building plan review (\$60.00 minimum) or consultants fee plus 15%		
Tech Plan	Electrical Plan Review	25% of building plan review (\$60.00 minimum) or consultants fee plus 15%		
	(Where the estimated cost of construction is in question the Type of Construction Method will be used to determine the estimated cost of construction. This method is published semi-annually by International Code Council (ICC) in their bimonthly magazine)			
	Sprinkler Plan Review			
Tech Plan	1-100 Heads		\$	150.00
Tech Plan	101-200 Heads		\$	175.00
Tech Plan	201-300 Heads		\$	200.00
Tech Plan	301-400 Heads		\$	225.00
Tech Plan	401-500 Heads		\$	275.00
Tech Plan	501-750 Heads		\$	300.00
Tech Plan	Over 750 Heads (Plus \$.20 per head over 750)		\$	300.00
Tech Plan	Hydraulically designed system (Fees multiplied by two)			
	General Review Fees			

City of Oak Park
Fee Schedule

	Preliminary Review, Multiple Revisions Review, & any Miscellaneous Review are \$60.00 per hour. In cases where plans must be sent to a consultant or other outside source the review fee will be the actual cost of review plus a 15% Administration Fee.			
	<u>Certificate of Occupancy</u>			
Tech Plan	Temporary Certificate of Occupancy (Commercial with renovations/permit)	\$	75.00	
Tech Plan	Final Certificate of Occupancy (Commercial with renovations/permit)	\$	75.00	
Tech Plan	Certificate of Occupancy (for occupancy only)	\$	50.00	
Tech Plan	Reissuance of Certificate of Occupancy	\$	50.00	
	<u>Building Permit Fees</u>			
Tech Plan	Base Fee	\$	30.00	
	<u>Valuation of Work</u>			
Tech Plan	\$0.00 to \$4000.00	\$	60.00	
Tech Plan	\$4,001.00 to \$8,000.00	\$	100.00	
Tech Plan	\$8,001.00 to \$12,000.00	\$	150.00	
Tech Plan	\$12,001.00 and over (Plus \$10 for each additional \$1,000.00 or part thereof)	\$	150.00	
Tech Plan	Fence Permit Fee (Minimum)	\$	90.00	
Tech Plan	Shed Permits (Minimum)	\$	60.00	
	<u>Mechanical Permit Fee</u>			
Tech Plan	Base Fee	\$	30.00	
Tech Plan	Gas/Oil Furnaces/Boilers/Etc. (all first units)	\$	60.00	
Tech Plan	Each Additional Unit in same Building	\$	40.00	
	<u>HVAC Duct Work</u>			
Tech Plan	Initial Duct Work (\$35 plus .10 per foot)	\$	35.00	
Tech Plan	Factory Built Chimney	\$	60.00	
Tech Plan	Chimney Liner	\$	30.00	
Tech Plan	Unit Heater Hot Water or Steam Unit Heaters (All units)	\$	40.00	
	<u>Hydronic System</u>			
Tech Plan	Hot Water, Steam and Chilled Water Piping Duct Coils (Per Unit)	\$	30.00	
	<u>Multiple Installations Of Pump or Fan Coil Units</u>			
Tech Plan	Per Unit	\$	30.00	

City of Oak Park
Fee Schedule

<i>Air Handling Systems Vent & Exhaust Fans</i>			
Tech Plan	First Unit (all sizes)	\$	60.00
Tech Plan	Additional Exhaust Fans	\$	10.00
Tech Plan	Commercial Kitchen Make-up Air and Exhaust	\$	60.00
<i>Solid Fuel Equipment</i>			
Tech Plan	Wood burning Stoves, Add-on Furnaces	\$	30.00
Tech Plan	Prefab Fireplace, residential (including Chimney)	\$	60.00
Tech Plan	Boiler	\$	60.00
<i>Tank Installation and Removal- L.P.G. & Fuel Oil</i>			
Tech Plan	Above Ground Storage Tanks Installation	State Marshall	
Tech Plan	Under Ground Storage Tanks Installation	State Marshall	
<i>Individual Mechanical Permit Fees</i>			
Tech Plan	Base Fee	\$	30.00
Tech Plan	Humidifiers	\$	10.00
Tech Plan	Flue Damper/separate inspection	\$	30.00
Tech Plan	Flue Damper on Existing Furnace Residential	\$	10.00
Tech Plan	Electronic Air Cleaner Residential	\$	10.00
Tech Plan	Electronic Air Cleaner W/Washer	\$	30.00
Tech Plan	Space Heater	\$	30.00
Tech Plan	Gas Dryer	\$	10.00
Tech Plan	Gas Range	\$	10.00
Tech Plan	Gas Piping (\$35 plus .10 per foot)	\$	35.00
<i>Refrigeration Permit Fees</i>			
Tech Plan	Base Fee	\$	30.00
<i>Air Conditioning</i>			
Tech Plan	First unit (all sizes)	\$	60.00
Tech Plan	Each Additional Unit	\$	30.00
Tech Plan	Chiller	\$	30.00
Tech Plan	Cooling Tower	\$	60.00
Tech Plan	Roof Top Furnace/Air Conditioning Unit	\$	60.00
<i>Evaporator Coils</i>			
Tech Plan	First unit (all sizes)	\$	60.00
Tech Plan	Each additional unit/same building	\$	30.00
Tech Plan	Heat Pump (All units)	\$	60.00
<i>Fire Sprinkler System Fees</i>			

City of Oak Park
Fee Schedule

Tech Plan	Base Fee	\$ 30.00			
	<i>Fire Suppression System Standpipe System</i>				
Tech Plan	Up to 2-1/2 inches thru 4 inches	\$ 30.00			
Tech Plan	Over 4 inches	\$ 60.00			
Tech Plan	Fire Pumps & Connections (Each)	\$ 30.00			
Tech Plan	Jockey Pumps (Each)	\$ 30.00			
	<i>Fire Sprinkler Systems Piping</i>				
Tech Plan	1 Floor 1 inch thru 2 inches	\$ 30.00			
Tech Plan	1 Floor 2-1/2 inches thru 4 inches	\$ 60.00			
Tech Plan	1 Floor over 4 inches	\$ 100.00			
Tech Plan	Each Additional Floor	\$ 30.00			
Tech Plan	Fire Pumps & Connections (Each)	\$ 50.00			
Tech Plan	Jockey Pumps (Each)	\$ 50.00			
	<i>Fire Sprinkler Heads</i>				
Tech Plan	0 to 10 Heads (Per Head)	\$ 4.00			
Tech Plan	11 to 75 Heads (Per Head)	\$ 3.00			
Tech Plan	76 to 125 Heads (Per Head)	\$ 2.00			
Tech Plan	126 Heads & Over (Per Head)	\$ 1.00			
	<i>Hood & Duct Fire Suppression System</i>				
Tech Plan	Each Establishment System, Minimum	\$ 100.00			
Tech Plan	Each Additional System at the same Location	\$ 60.00			
	<i>Plumbing Permit Fees</i>				
Tech Plan	Base Fee	\$ 30.00			
Tech Plan	Sewer Cap	\$ 30.00			
	<i>Water Distribution System</i>				
Tech Plan	1 inch thru 4 inch Service	\$ 30.00			
Tech Plan	4 inch Service or Larger	\$ 60.00			
	<i>Sewer Lines-Storm, Sanitary, Combination</i>				
Tech Plan	Lines not exceeding 18 inches	\$ 30.00			
Tech Plan	Lines over 18 inches	\$ 60.00			
	<i>Plumbing Fixture Fees</i>				
Tech Plan	Inside Drain	\$ 30.00			
Tech Plan	Crock to Iron (connection to building sewer)	\$ 30.00			
Tech Plan	New Sack or Stack Alterations	\$ 30.00			
Tech Plan	(Soil, Waste, Vent, & inside Conductor)	\$ 30.00			

City of Oak Park
Fee Schedule

Tech Plan	Sump or any Interceptor	\$	30.00			
Tech Plan	Water Heater	\$	40.00			
Tech Plan	Water Storage Tank	\$	30.00			
Tech Plan	Bathtub	\$	10.00			
Tech Plan	Sink (any type)	\$	10.00			
Tech Plan	Laundry Tray	\$	10.00			
Tech Plan	Floor Drain	\$	10.00			
Tech Plan	Shower Trap	\$	10.00			
Tech Plan	Urinal	\$	10.00			
Tech Plan	Garbage Disposal	\$	10.00			
Tech Plan	Water Closet	\$	10.00			
Tech Plan	Dental Chair	\$	10.00			
Tech Plan	Dishwashing Machine	\$	10.00			
Tech Plan	Drinking Fountain	\$	10.00			
Tech Plan	Hose Bib	\$	10.00			
Tech Plan	Automatic Washer	\$	10.00			
Tech Plan	Beverage Dispensing Machine	\$	10.00			
Tech Plan	Back Water Valve	\$	30.00			
Tech Plan	Pump or Water Lift	\$	30.00			
Tech Plan	Grease Trap (Each)	\$	30.00			
Tech Plan	Catch basin (Each)	\$	60.00			
Tech Plan	Soda Fountain, Bar Waste, or Refrigeration Outlet	\$	30.00			
Tech Plan	Backflow Preventer Device	\$	30.00			
Tech Plan	Air Conditioning Unit (water cooled)	\$	10.00			
Tech Plan	Water Softener or Filter (Each)	\$	10.00			
Tech Plan	Swimming Pool Re-circulating Device	\$	30.00			
Tech Plan	Fixture not listed	\$	10.00			
Tech Plan	Lawn Sprinkler must have Water Distribution by size, backflow, and right of way waiver plus permit					
	<u>Electrical Permit Fees</u> (\$30.00 Base Fee)					
Tech Plan	Base Fee	\$	30.00			
	<u>Wiring Circuits</u>					
Tech Plan	One circuit	\$	30.00			
Tech Plan	Each Additional Circuit	\$	10.00			
	<u>Fixtures (Installing-Altering-Repairing)</u>					
Tech Plan	0-25 Fixtures	\$	30.00			
Tech Plan	Each Additional 25 Fixtures	\$	10.00			
	<u>Permanent Service (Includes Service Riser, Service Leg to Panel & Box)</u>					
Tech Plan	0-200 amps	\$	30.00			

City of Oak Park
Fee Schedule

Tech Plan	201-600 amps	\$	40.00			
Tech Plan	Over 600 amps	\$	100.00			
	<i>Residential</i>					
Tech Plan	Electric Space Heating (1 st room)	\$	30.00			
Tech Plan	Each Additional Room	\$	10.00			
Tech Plan	Furnaces (new circuit	\$	30.00			
Tech Plan	Each Additional Accessory Unit	\$	10.00			
Tech Plan	Air Cleaner-Humidifier-Dehumidifier-Drain Pump	\$	30.00			
Tech Plan	Heat Pumps	\$	30.00			
Tech Plan	Air Conditioner (220 circuit, Separate Box)	\$	30.00			
Tech Plan	Edison Interrupter Device	\$	10.00			
	<i>Household Electrical Appliances</i>					
Tech Plan	Ranges, Dryers, Water Heaters, Dishwashers	\$	10.00			
Tech Plan	Each Additional unit (not listed above)	\$	10.00			
	<i>Commercial & Industrial</i>					
Tech Plan	Roof Top Furnaces Unit (HVAC)	\$	30.00			
Tech Plan	Each Additional Unit	\$	10.00			
Tech Plan	Furnaces Inside Building (Includes Hanging Heaters)	\$	30.00			
Tech Plan	Roof Top Air Conditioner Unit	\$	30.00			
Tech Plan	Each Additional Unit	\$	10.00			
Tech Plan	Other items not listed	\$	10.00			
	<i>Electrical Power Units (Motors, Generators, Welders, Heating Units, Floodlights, Transformers)</i>					
Tech Plan	All HP or KVA	\$	60.00			
Tech Plan	Commercial & Industrial Power Plug	\$	30.00			
	<i>Feeders-Mains-Bus Ducts-Under floor Raceway-Cable Trays</i>					
Tech Plan	1 st 100 feet or less	\$	30.00			
Tech Plan	Each Additional 50 feet	\$	10.00			
	<i>Outside Tube Lighting</i>					
Tech Plan	1 st 50 feet of tubing	\$	30.00			
Tech Plan	Each Additional 50 feet of Tubing or Part thereof	\$	10.00			
	<i>Interior or Exterior Fixture, Tag Inspection</i>					
	<i>Electrical</i>					
Tech Plan	Swimming Pool or Spa Wiring	\$	60.00			
	<i>Gas Station Inspection</i>					

City of Oak Park

Fee Schedule

	(Field Inspections-Alterations of Fuel Pumps & Dispensing Unit, Any Field Alterations or Additions)			
Tech Plan	Self Service Fuel Pumps or Dispensing Units	\$	60.00	
Tech Plan	Electrical Components of a Unit	\$	60.00	
Tech Plan	Each Additional Unit	\$	30.00	
	<i>Sign Wiring</i>			
Tech Plan	One Circuit	\$	30.00	
Tech Plan	Each Additional Circuit	\$	10.00	
Tech Plan	Connection Only (Each sign)	\$	10.00	
	<i>Special Inspections</i>			
Tech Plan	Circuses, Carnivals, & Festivals	\$	120.00	
Tech Plan	Temporary Light Displays	\$	60.00	
Tech Plan	Lighting Displays, Tents, Tree Lots, Damaged Bldgs	\$	60.00	
Tech Plan	Temporary Service (Construction Site)	\$	60.00	
	<i>Electrical Fire Alarm System Fees</i>			
Tech Plan	Base Permit	\$	30.00	
Tech Plan	Drill Station	\$	20.00	
Tech Plan	Pull Station	\$	20.00	
Tech Plan	Each Additional Drill & Pull Station	\$	10.00	
Tech Plan	Fire Alarm Device (Horn, Bell, Voice, Smoke Detector)	\$	20.00	
Tech Plan	Each Additional Alarm Device	\$	10.00	
Tech Plan	Each Fan Controlled by Fire Alarm Sys	\$	20.00	
Tech Plan	Each sprinkler Sys Flow Switch &/or Tamper Switch	\$	20.00	
Tech Plan	Fire Control Sys (Foam, Co2, Halogen, Dry per Zone)	\$	30.00	
Tech Plan	Each Chemical-Kitchen Hood Protection	\$	30.00	
	<i>Sign Permit Fees</i>			
Tech Plan	Wall, Ground, Marquee, & Painted Signs (Plus Electrical Permit) (Minimum)	\$	90.00	
Tech Plan	Temporary Signs (Minimum)	\$	90.00	
Tech Plan	Sign Permit Review Fee	\$	30.00	
Tech Plan	Sandwich Board Sign (annual first application)	\$	125.00	
Tech Plan	Sandwich Board Sign (additional year)	\$	100.00	
	<i>Demolition Permit Fees</i>			
Tech Plan	Residential Structure	\$	100.00	
Tech Plan	Each additional Structure on Premises	\$	30.00	
Tech Plan	Multi-Family, Commercial, or Industrial Structures (Up to 30,000 square feet)	\$	150.00	
Tech Plan	Above 30,000 square feet, \$150.00 plus \$5.00 per 1,000 square feet above 30,000	\$5 / 1,000 sft		
Tech Plan	Cash or Performance Bond required for all demolition permits	\$	5,000.00	
Tech Plan	Sewer and water cap fees also required for all demolition permits			

City of Oak Park
Fee Schedule

	<u>(Plus plumbing sewer cap permit)</u>				
	<u>Moving Permit Fees</u>				
	Cash or Performance Bond				
Tech Plan	City/Out of City-Initial Structure (Per hour fee, 2 hr minimum)	\$ 90.00			
Tech Plan	Site Inspection before Moving into City (Per hour fee)	\$ 90.00			
	<u>General Permit Fees</u>				
	Permit Cancellation (No refunds on permits \$60 or less or permits with inspections)				
	<u>Right-of-Way Permit Requirements</u>				
	All work in the public right-of-way or public utility easements require an approved right-of-way permit issued by the City Engineer or his representative.				
Tech Plan	Right of Way Permit Fee (Minimum)	\$ 90.00			
	<u>Bond Requirements</u>				
Tech Plan	Demolition of residential or commercial structure	\$ 5,000.00			
Tech Plan	Sidewalk or Driveway approach replacement (Bond not required)	\$ -			
Tech Plan	Curb Cut	\$ 1,000.00			
Tech Plan	Excavation in public easements (Fee minimum)	\$ 1,000.00			
Tech Plan	Excavation between property line and back of curb (Fee minimum)	\$ 1,000.00			
Tech Plan	Excavation under roadway up to ½ the road width (Fee minimum)	\$ 5,000.00			
Tech Plan	Excavation under roadway up to full roadway width (Fee minimum)	\$ 10,000.00			
	(If value of proposed work in the public right-of-way or public utility easement exceeds \$10,000.00, as determined by the City Engineer, the right-of-way permit bond requirement shall not be less than the value of the proposed work, as determined by the City Engineer)				
	<u>Rental Property Fees</u>				
Tech Plan	1 and 2 Family Homes (2 inspections per unit, fee assessed per unit)	\$ 150.00			
Tech Plan	Multi-Family Apartment (2 inspections per unit, fee for first unit)	\$ 150.00			
Tech Plan	Re-Occupancy Inspection if applied within six months of previous certificate	\$ 75.00			
Tech Plan	Multi-Family Apartment (2 inspections per unit, fee for each additional unit in same bldg)	\$ 60.00			
Tech Plan	Each Re-inspection over two (Each unit)	\$ 60.00			
	<u>Planning Commission</u>				
Tech Plan	Site Plan Review	\$ 500.00	NC	KM	
	(Commercial, Industrial, Multi-Family Residential)				
Tech Plan	Revised Site Plans with Changes greater than 30%	\$ 300.00	NC	KM	

City of Oak Park
Fee Schedule

Tech Plan	Special Land Uses Approval Requiring Public Hearing (Planned Developments, etc.)	\$ 600.00	\$ 750.00	KM	increased costs of mailing and advertisement of public notice
Tech Plan	Application for Text/Zoning Amendments (Rezoning)	\$ 600.00	NC	KM	
Tech Plan	Request for Special Meetings (In addition to other application fees)	\$ 600.00	NC	KM	
	<u>Zoning Board of Appeals Fees (In addition to other application fees)</u>				
Tech Plan	Single Family Residential Variance Request	\$ 150.00	\$ 250.00	KM	increased costs of mailing and advertisement of public notice
Tech Plan	Multi-Family, Commercial/Industrial Variance Request	\$ 500.00	\$ 600.00	KM	increased costs of mailing and advertisement of public notice
Tech Plan	Special Meetings of Zoning Board of Appeals	\$ 600.00	NC		
	<u>Building Board of Appeals</u>				
Tech Plan	Residential, Commercial & Industrial	\$ 225.00			
	<u>Annual Registration and Licensing</u>				
Tech Plan	Residential Builders Registration	\$ 20.00			
Tech Plan	General Contractor Registration	\$ 20.00			
Tech Plan	Electrical Contractor Registration	\$ 20.00			
Tech Plan	Master Plumber Registration	\$ 1.00			
Tech Plan	Mechanical Contractor Registration	\$ 15.00			
Tech Plan	Sign Contractor Registration	\$ 20.00			
Tech Plan	Landlord Registration (Every Two Years)	\$ 80.00			
Tech Plan	House Movers Registration	\$ 20.00			
Tech Plan	Demolition Contractor Registration	\$ 20.00			
Tech Plan	Maintenance and Alteration Contractor	\$ 20.00			
Tech Plan	Others Not Listed	\$ 20.00			
	<u>Business License</u>				
Tech Plan	New Business License fee	\$ 150.00			
Tech Plan	Renewal fee received by December 31	\$ 150.00			
Tech Plan	Renewal fee received between January 1-31 25% late fee	\$ 187.50			
Tech Plan	Renewal fee received after January 31 50% late fee	\$ 225.00			
	<u>Outdoor Dining</u>				
Tech Plan	Outdoor Dining Permit fee (One time)	\$ 150.00	\$ 150.00	KM	Change the fee to be a one time review fee and not an annual charge
	<u>Special Pick-Up for Trash and Debris</u>				
Tech Plan	Tringali Sanitation (Time accrued per 15 minutes)	\$ 60.00			
Tech Plan	Tringali Sanitation (\$25.00 minimum trip charge)	\$ 25.00			

City of Oak Park
Fee Schedule

	<u>Special Pick-Up for Brush and Yard Waste</u>			
Tech Plan	Contractor (Time accrued per 15 minutes)	\$ 45.00		
Tech Plan	Contractor (\$45.00 minimum trip charge)	\$ 45.00		
	<u>Civil Infraction Fines</u>			
Tech Plan	Any not listed misc municipal Civil Infraction			
Tech Plan	The first offense, \$150.00, plus cost of abatement and \$45 Court Fee	\$ 150.00	NW/RB	
Tech Plan	The second offense, \$250.00, plus cost of abatement and \$45 Court Fee	\$ 250.00	NW/RB	
Tech Plan	A person who is determined to be responsible for a third or any subsequent repeat offense, is guilty of a misdemeanor punishable by a fine of not more than \$500.00 and costs of prosecution, plus any cost to abate, if applicable or by imprisonment for not more than 90 days, or by both such fine, costs and imprisonment in the discretion of the court in accordance with Sec. 1-25. - General penalty. Each act of violation and every day upon which any such violation shall occur shall constitute a separate offense.	\$ 500.00		
Tech Plan	Violation of any provision of Chapter 71 – Telecommunications Services			
Tech Plan	The first offense, \$500.00.	\$ 500.00		
Tech Plan	The second offense, \$1,000.00.	\$ 1,000.00		
Tech Plan	A person who is determined to be responsible for a third or any subsequent repeat offense, is guilty of a misdemeanor punishable by imprisonment for not more than 93 days or a fine of not more than \$2,000.00, or community service for not more than 200 hours, or any combination of these penalties and the cost of prosecution, plus any cost to abate, if applicable.	\$ 2,000.00		
	<u>Civil Infraction Fees (Established by Ordinance O-18-666 effective March 30, 2018)</u>			
TP/Court	Retiree Health	\$ 20.00		
TP/Court	Building Fund (modified by Settlement Agreement)	\$ 5.00		
TP/Court	Settlement amount reallocated from Building Fund to dedicated OP revenue spent on the Court	\$ 10.00		
TP/Court	Per MCL 600.8727(4): \$10 assessed and payable to the state justice fund on all other civil municipal infractions	\$ 10.00		
TP/Court	Per MCL 257.907(13): \$40 assessed and payable to the state justice fund on all traffic civil infractions (except parking)	\$ 40.00		
	45th DISTRICT COURT			
	<i>(Fee and fine amounts are set by State statute or determined by District Judges)</i>			
	<u>Probation Fees</u>			
Court	Oversight	\$ 50.00		
Court	PSI/Alcohol Evaluation	\$ 125.00		
Court	PBT	\$ 3.00		
Court	Probation Fee	\$ 150.00		

City of Oak Park
Fee Schedule

<u>Miscellaneous Fees</u>					
Court	Warrant Fee	\$	85.00		
Court	Show Cause Fee		\$50-\$95		
Court	NSF Fee	\$	50.00		
Court	Certified Copy	\$	10.00		
Court	Copies (Per Page)	\$	1.00		
Court	Forms	\$	1.00		
<u>Civil Infractions</u>					
Court	Speeding (1-5 Over)	\$	150.00		
Court	Speeding (1-5 Over) Limited Access	\$	160.00		
Court	Speeding (6-10 Over)	\$	160.00		
Court	Speeding (6-10 Over) Limited Access	\$	170.00		
Court	Speeding (11-15 Over)	\$	175.00		
Court	Speeding (11-15 Over) Limited Access	\$	185.00		
Court	Speeding (16-25 Over)	\$	215.00		
Court	Speeding (16-25 Over) Limited Access	\$	225.00		
Court	Speeding (26+ Over)	\$	240.00		
Court	Speeding (26+ Over) Limited Access	\$	240.00		
Court	Blockading Traffic	\$	175.00		
Court	Careless Driving	\$	240.00		
Court	Defective Equipment	\$	125.00		
Court	Drive on Sidewalk	\$	150.00		
Court	Due care/Caution	\$	165.00		
Court	Expired Plate	\$	135.00		
Court	Fail to Change Address on License	\$	110.00		
Court	Fail to Signal	\$	150.00		
Court	Fail to Stop for School Bus	\$	350.00		
Court	Fail to Stop Leaving Private Drive	\$	150.00		
Court	Fail to Yield	\$	165.00		
Court	Fail to Yield Pedestrian	\$	165.00		
Court	Fail to Yield Emergency Vehicle	\$	225.00		
Court	Follow to Close	\$	165.00		
Court	FTS Assured Clear Distance	\$	165.00		
Court	Impeding Traffic	\$	175.00		
Court	Improper Backing	\$	175.00		
Court	Improper Crossing/divided Hwy	\$	160.00		
Court	Improper Display of Plate	\$	135.00		
Court	Improper Lane Use	\$	150.00		
Court	Improper Passing	\$	175.00	\$ 165.00	NW
Court	Improper Turn	\$	150.00		
Court	Improper Use of Lights	\$	135.00		
Court	Interfere with Traffic	\$	165.00		

City of Oak Park
Fee Schedule

Court	Loud Noise	\$	165.00			
Court	No Child Restraint	\$	150.00			
Court	No Proof of Insurance	\$	190.00			
Court	No Registration on Person	\$	110.00			
Court	No Seatbelt	\$	65.00			
Court	Private prop/avoid Traffic Control Device	\$	165.00			
Court	Prohibited Turn	\$	150.00			
Court	Refuse PBT	\$	275.00			
Court	Rolling Stop	\$	150.00			
Court	Stop Sign	\$	175.00	\$ 165.00	NW	
Court	Sudden Acceleration/Squeal Tires	\$	165.00	\$ 175.00	NW	
Court	Texting While Driving	\$	240.00			
Court	Too Fast for Conditions	\$	165.00			
Court	Too many passengers on Moped/MC	\$	165.00			
Court	Traffic Control Device	\$	165.00			
Court	Traffic Signal (Red Light)	\$	150.00	\$ 165.00	NW	
Court	Truck Prohibited on Street	\$	150.00			
Court	Wrong Way on One Way	\$	165.00			
Court	Cell Phone Use GDL 1-2 (Added 4-1-13)	\$	240.00			
	<u>Misdemeanors (Payable)</u>					
Court	No Ops in Possession	\$	325.00			
Court	Expired Ops	\$	250.00	\$ 325.00	NW	
Court	No Insurance	\$	375.00			
Court	Improper Plate	\$	325.00			
Court	Restricted License	\$	325.00			

TO: The Oak Park City Council

FROM: Erik Tungate, City Manager

DATE: May 14, 2019

RE: Approval of the Class C Liquor License and Dance-Entertainment Permit
Application for Oak Park Social, LLC (Alexander M. Bishai) 14691 W. 11 Mile

PURPOSE(S) OF ACTION:

To consider the approval of the issuance of a Class C Liquor License and Dance-Entertainment Permit 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 a special land use approval, as required by the Zoning Act and entering into a contract with the City. In addition, Sec. 6-55. - Restaurant requirements, stipulates that the City Council shall not approve any application for a license to sell alcoholic liquor for consumption on the premises unless the use of the license is in connection with and incidental to a restaurant operation that maintains and provides culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time; and the restaurant is required to operate consistent with the hours established by the Michigan Liquor Control Commission for such establishments.

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

Sec. 6-58. - Review procedures, requires 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. Also, the Clerk must certify that the proposed Licensee(s) has a current license for operation of a restaurant at the proposed Licensed Premises or meets applicable requirements for issuance of such a license. In addition, given that Subsection (c) (17) 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 or other payment obligations 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.

Sec. 1930 of the Zoning Ordinance addresses restaurants serving alcoholic liquor and provides that such establishments may be permitted in certain zoning districts upon review of a special land use request by the Planning Commission. At its meeting held on April 8, 2019 the City of Oak Park Planning Commission approved the Request of Oak Park Social, LLC (Alexander M. Bishai) located at 14691 W. 11 Mile for Special Land Use to Operate a Restaurant that Serves Alcoholic Liquor.

Oak Park Social, LLC has applied to the Michigan Liquor Control Commission for a Class C Liquor License and Dance-Entertainment Permit at 14691 W. 11 Mile. 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 as confirmed in the attached Class C Liquor License Requirements Checklist to seek the issuance of a license by the City permitting the consumption of alcoholic liquor on the premises of a restaurant operation.

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 Oak Park Social, LLC located at 14691 W. 11 Mile we are requesting that the Public Hearing on the Application be held at the May 20, 2019 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 Oak Park Social, LLC (Alexander M. Bishai) for the establishment, located at 14691 W. 11 Mile for a Class C Liquor License on the Premises of a Restaurant Operation and a Dance-Entertainment Permit 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. Requirements Checklist for a License Permitting the Consumption of Alcoholic Liquor on the Premises of a Restaurant Operation
2. Proposed Local Government Approval Resolution for the Michigan Liquor Control Commission
3. Proposed Resolution Approving the Application of Oak Park Social, LLC (Alexander M. Bishai) for the establishment, located at 14691 W. 11 Mile for a City of Oak Park Class C Liquor License on the Premises of a Restaurant Operation and Dance-Entertainment Permit.

xc: T. Edwin Norris, City Clerk
Kimberly Marrone, Director of the Department of Community and Economic Development

CITY OF OAK PARK, MICHIGAN

**REQUIREMENTS CHECKLIST FOR A LICENSE PERMITTING THE CONSUMPTION
OF ALCOHOLIC LIQUOR ON THE PREMISES OF A RESTAURANT OPERATION**

The following checklist is intended to assist the elected and appointed representatives of the City of Oak Park, Michigan in determining whether an applicant for a License Permitting the Consumption of Alcoholic Liquor On the Premises of a Restaurant Operation (hereinafter referred to as License) from the municipality has provided all of the required documentation and/or information as specified in the City's License Application Process and pursuant to **Article III, Sections 6-51 – 6-68** and **Ordinance No. O-13-597 (Zoning Ordinance)** of the Code of Ordinances, City of Oak Park, Michigan.

City of Oak Park License Application No.: 001-2019

Name of Establishment Applying for a License: Oak Park Social, LLC

Name of Applicant and/or its Principals/Shareholders: Alexander M. Bishai

Location: 14691 W. 11 Mile

Remittance of Application Fees

- ☒ New On-Premises Consumption or Full Transfer of Ownership: \$800.00
- ☐ Adding Additional Owners to a License for On-Premises Consumption: \$200.00
- ☒ Special Land Use Site Plan Review: \$600.00
- ☒ Background Check: \$75.00
- ☐ Annual Renewal: \$250.00

B. Distance Compliance Certification

- ☒ Issued ☐ Pending

C. Request for Special Land Use to Operate a Restaurant that Serves Alcoholic Liquor

- ☒ Approved by the City of Oak Park Planning Commission at its meeting held on April 8, 2019.

D. Submission and Review of Background Check Information

- ☒ Investigation Completed by Representatives of the Department of Public Safety on April 24, 2019
- ☒ Investigation Confirmed that there are No Issues that Preclude the Issuance of a Tavern License in the Name of the Applicant

E. Application(s)

- ☒ Complete in All Appropriate/Requisite Sections
- ☒ Signed, Dated and Notarized

F. Proof of Possession of Property

- | | |
|---|---|
| ☐ Deed | ☐ Land Contract |
| ☒ Lease | ☐ Assignment of Lease |
| ☐ Sublease | ☐ Bill of Sale and/or Lease for Equipment/Furniture/Fixtures |

G. Business Entity/Organization/Structure Documents

- ☐ Corporation (Copy of Articles of Incorporation Attached to Application)
- ☐ Partnership (General or Limited – Full Names, Dates of Birth and Home Addresses of All Partners and Copy of Articles of Partnership/Agreement Attached to Application)
- ☐ Sole Proprietorship (If Doing Business Under an Assumed Name a Copy of the D/B/A Certificate was Attached to the Application)
- ☒ Other (i.e. LLC – Details Provided as Required in License Application)

H. Financial Qualifications/Information

- ☐ Copy of Loan Document(s)/Affidavits Detailing the Sources of Funding for Business
- ☒ Information Provided Concerning Source of Funding for Acquisition/Opening/Operating the Licensed Business

I. Management Information

- ☒ Provided Name, Address and Telephone Number of Individual Who Will Serve as the Manager of the Licensed Business
- ☒ Provided Name, Address and Telephone Number of Individual Who is Authorized to Sign Checks and Pay Bills in Connection with the Operation of the Licensed Business

J. Description of Proposed Facilities in Some Detail

- ☒ Detail Provided Including Square Footage, Seating Capacity, Parking Capacity, Etc.
- ☒ Copy of Site Plan (If Necessary) and Description/Diagram (Detailed Floor Plan) of the Premises

K. Dancing or Entertainment

- ☒ Yes - Description of Planned Entertainment: DJ and Dancing on Fridays and Saturdays from 10:00 P.M. to Closing. Pursuant to state law and/or local ordinance(s), Applicant is required to obtain any permit(s) for dancing required by the Michigan Liquor Control Commission and must maintain a dance floor that is not less than 100 square feet, is well defined and without tables, chairs, or other obstacles while customers are dancing. **Authorizing dancing at the venue does not allow topless activity or adult entertainment of any kind.**
- ☐ No

L. Status of City of Oak Park Business License

- ☐ Applicant has Current Valid City Business License(s) as Required Based on Business Activity
- ☒ Applicant has Submitted an Application for a Business License(s)
- ☐ Applicant is Current on All Applicable Business License(s) Fees

M. Applicant, and/or its Principals/Shareholders are Not in Default on Any Obligations Due the City of Oak Park and/or Oakland County

- ☐ Personal Property Taxes
- ☐ Real Property Taxes
- ☐ Special Assessments
- ☐ Sewer and Water

N. **Documents Submitted by Applicant Pursuant to Section 20 of the City of Oak Park,
Michigan License Application**

- ☐ Spousal Affidavit (For each Applicant if Applicable)
- ☐ Certificate of Liquor Liability Insurance
- ☐ Verification of Compliance with Michigan Liquor Control Commission Mandatory Server Training Requirements
- ☐ Contract with the City of Oak Park
- ☐ Record of Any Previous Liquor License Complaint Violations
- ☐ Current Valid License(s)/Permit(s) from Appropriate County, State or Federal Governments Authorizing Service of Food at the Establishment

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DEPARTMENTAL CERTIFICATIONS REQUIRED BY SECTION 6-58 (a) OF THE CODE OF ORDINANCES, CITY OF OAK PARK, MICHIGAN OR THE CITY ADMINISTRATION

City of Oak Park License Application No.: 001-2019

Name of Establishment Applying for a License: Oak Park Social, LLC

Name of Applicant and/or its Principals/Shareholders: Alexander M. Bishai

Location: 14691 W. 11 Mile

DEPARTMENT OF TECHNICAL AND PLANNING

Certification that the buildings 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 and the proposed Licensed Premises is appropriately zoned for the use and that any required zoning approvals, including site plan approval, have been applied for or obtained.

☒ Recommended for Approval

☐ Recommended for Approval with Comments/Conditions/Explanations:

A separate Business License and Certificate of Occupancy will be required prior to business being conducted within this space.

☐ Not Recommended for Approval



Robert Barrett

Director of the Department of Technical and Planning or His Designee

Date: April 26, 2019

DEPARTMENTAL CERTIFICATIONS REQUIRED BY SECTION 6-58 (a) OF THE CODE OF ORDINANCES, CITY OF OAK PARK, MICHIGAN OR THE CITY ADMINISTRATION

City of Oak Park License Application No.: 001-2019

Name of Establishment Applying for a License: Oak Park Social, LLC

Name of Applicant and/or its Principals/Shareholders: Alexander M. Bishai

Location: 14691 W. 11 Mile

DEPARTMENT OF PUBLIC SAFETY

Certification that the proposed Licensee(s) are of good moral character and the Proposed Licensed Premises are in compliance with all applicable fire safety regulations.

- ☒ Recommended for Approval
☐ Recommended for Approval with Comments/Conditions/Explanations:

FIRE INSPECTION TO BE COMPLETED UPON
BUILDING RENOVATION.

JK #1021

☐ Not Recommended for Approval

Thaddeus Kozlowski, #1021

(Print Name) KOZLOWSKI THADDEUS
Director of the Department of Public Safety or His Designee
Date: 24 APRIL 2019

City of Oak Park
Dept. of Public Safety
13800 Oak Park Blvd.
Oak Park, MI 48237

X 7527

DEPARTMENTAL CERTIFICATIONS REQUIRED BY SECTION 6-58 (a) OF THE CODE OF ORDINANCES, CITY OF OAK PARK, MICHIGAN OR THE CITY ADMINISTRATION

City of Oak Park License Application No.: 001-2019

Name of Establishment Applying for a License: Oak Park Social, LLC

Name of Applicant and/or its Principals/Shareholders: Alexander M. Bishai

Location: 14691 W. 11 Mile

CITY CLERK

Certification that the proposed Licensee has a current valid license for operation of a restaurant at the proposed Licensed Premises or meets applicable requirements for the issuance of such a license.

☐ Recommended for Approval

☒ Recommended for Approval with Comments/Conditions/Explanation:

Upon receipt of final approvals from all other departments and submission of required documentation by applicant after issuance by the Michigan Liquor Control Commission and Oakland County Health Department.

☐ Not Recommended for Approval



(Print Name) T. Edwin Norris

City Clerk or His Designee

Date: May 13, 2019

DEPARTMENTAL CERTIFICATIONS REQUIRED BY SECTION 6-58 (a) OF THE CODE OF ORDINANCES, CITY OF OAK PARK, MICHIGAN OR THE CITY ADMINISTRATION

City of Oak Park License Application No.: 001-2019

Name of Establishment Applying for a License: Oak Park Social, LLC

Name of Applicant and/or its Principals/Shareholders: Alexander M. Bishai

Location: 14691 W. 11 Mile

DEPARTMENT OF FINANCE

Certification that that the proposed Licensee(s) are not in default on any obligations due the City of Oak Park and/or Oakland County.

☒ Recommended for Approval

☐ Recommended for Approval with Comments/Conditions/Explanation:

☐ Not Recommended for Approval



(Print Name) Steven Lukasik

Finance Director or His Designee

Date: 4-23-2019

Based on the Certifications provided by the appropriate representatives of the departments of Finance, Public Safety, Technical and Planning and the City Clerk it is recommended that subject to any conditions specified by those administrative offices/officials the City Council adopt a Resolution approving the issuance of a License to:

City of Oak Park License Application No.: 001-2019

Name of Establishment Applying for a License: Oak Park Social, LLC

Name of Applicant and/or its Principals/Shareholders: Alexander M. Bishai

Location: 14691 W. 11 Mile

Comments/Conditions/Explanations:

Kennedy J. Manone

Director of Economic Development and Communications or Their Designee

Date: 4-13-19

Based on the Certifications provided by the appropriate representatives of the departments of Finance, Public Safety, Technical and Planning and the City Clerk subject to any conditions specified by those administrative offices/officials and pursuant to the recommendation of the Director of the Department of Community and Economic Development as well as having completed my analysis and assessment of the documentation and information submitted by the Applicant it is requested that the City Council consider adopting a Resolution approving the issuance of a License to:

City of Oak Park License Application No.: 001-2019

Name of Establishment Applying for a License: Oak Park Social, LLC

Name of Applicant and/or its Principals/Shareholders: Alexander M. Bishai

Location: 14691 W. 11 Mile

Comments/Conditions/Explanations:

Erik Tungate

City Manager

Date: 5/14/19

**A RESOLUTION OF THE OAK PARK, MICHIGAN CITY COUNCIL
APPROVING THE REQUEST OF OAK PARK SOCIAL, LLC
(ALEXANDER M. BISHAI) FOR A CLASS C LIQUOR LICENSE
AND DANCE-ENTERTAINMENT PERMIT
ON THE PREMISES OF A RESTAURANT OPERATION**

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, Oak Park Social, LCC (Alexander M. Bishai) (hereinafter referred to as Oak Park Social) located at 14691 W. 11 Mile has applied for a Class C Liquor License to allow the sale of spirits and a Dance-Entertainment Permit from both the Michigan Liquor Control Commission and the City of Oak Park.

NOW, THEREFORE, BE IT RESOLVED, that Oak Park Social's application for a Class C Liquor License to allow the sale of spirits on the Premises of a Restaurant Operation and a Dance-Entertainment Permit is hereby approved subject to the following conditions:

1. The Michigan Liquor Control Commission issuing a Class C Liquor License and Dance-Entertainment Permit to Oak Park Social located at 14691 W. 11 Mile, Oak Park, Michigan 48237.
2. Upon issuance of the Class C Liquor License and a Dance-Entertainment Permit by the Michigan Liquor Control Commission, Oak Park Social shall provide the City Clerk's Office with copies of the License and Permit along with a Certificate of Liquor Insurance for the subject business.
3. Oak Park Social 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 and a Dance-Entertainment Permit by the Michigan Liquor Control Commission for Oak Park Social located at 14691 W. 11 Mile, Oak Park, Michigan 48237, the City Clerk is hereby authorized to issue a Class C Liquor License on the Premises of a Restaurant Operation and Dance-Entertainment Permit with an expiration date of April 30, 2020 to Oak Park Social; 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 May 20, 2019 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 Oak Park, Michigan, City council/board
(regular or special) (township, city, village)

called to order by _____ on May 20, 2019 at 7:00 P.M.
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Oak Park Social, LLC
(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: 14691 W 11 Mile Road, Oak Park, MI 48237-1154

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it Recommends 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
council/board at a Regular meeting held on May 20, 2019
(regular or special) (date) (township, city, village)

T. Edwin Norris

May 20, 2019

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

**GARAN
LUCOW
MILLER P.C.**

GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

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

Invoice 513611**May 9, 2019**

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

Re: In Re: City of Oak Park

*Client 7406
Matter 1*

Statement for City Attorney Legal Services

For Legal Services Rendered Through Tuesday, April 30, 2019

\$12,083.34**Fee Total****Costs Advanced:**

Date	Description	Amount
04/24/19	Electronic Filing Fee via MiFile - Vernon Street Complaint-Final	180.25
04/24/19	Reproduction Charges 1 @ 0.15	0.15
04/29/19	Reproduction Charges 1 @ 0.15	0.15
04/29/19	Reproduction Charges 36 @ 0.15	5.40
	Total Costs Advanced	\$185.95

Total Fees and Disbursements: \$12,269.29

**GARAN
LUCOW
MILLER P.C.**

GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

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

Invoice 513612

May 9, 2019

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

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

*Client 7406
Matter 24*

Statement for City Attorney Legal Services

For Legal Services Rendered Through Tuesday, April 30, 2019

\$518.00

Fee Total

Total Costs Advanced

\$0.00

Total Fees and Disbursements: \$518.00

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

**GARAN
LUCOW
MILLER P.C.**

GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

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

Invoice 513613

May 9, 2019

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

*Re: Oak Park Crown Pointe, LLC v City of Oak
Park*

*Client 7406
Matter 42*

Statement for City Attorney Legal Services

For Legal Services Rendered Through Tuesday, April 30, 2019

\$168.00

Fee Total

Total Costs Advanced

\$0.00

Total Fees and Disbursements: \$168.00

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

**GARAN
LUCOW
MILLER P.C.**

GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

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

Invoice 513614

May 9, 2019

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

*Re: Judy Kish and Joyce Bannon, et al v City of
Oak Park*

*Client 7406
Matter 31*

Statement for City Attorney Legal Services

For Legal Services Rendered Through Tuesday, April 30, 2019

\$883.50

Fee Total

Total Costs Advanced

\$0.00

Total Fees and Disbursements: \$883.50

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

[Proposed 5-6-2019]

**CITY OF OAK PARK
RESOLUTION REGARDING FIRST READING OF PROPOSED
AMENDMENT TO SECTIONS 50-301 and 50-302
OF CHAPTER 50, ARTICLE VI, DIVISION 3 OF THE CODE OF ORDINANCES**

At a Regular Meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held at Oak Park City Hall located at 14000 Oak Park Boulevard on Monday, May 6, 2019 at 7:00 pm.

Present:

Absent:

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

WHEREAS, on December 28, 2018, then-Governor Richard Snyder approved House Bills 5839, 5940, and 5941, tie-barred legislation amending the Michigan Fireworks Safety Act, MCL 28.451, et seq., allowing municipalities to reduce the number of days and hours that a person may ignite, discharge, or use consumer fireworks.

WHEREAS, an amendment to Sections 50-301 and 50-302 of the Ordinances is necessary to ensure consistency with statutory amendments, allowing the City to limit the use of fireworks to a total of 14 hours on New Year's Eve and New Year's Day; to approximately 12 hours on the Saturday and Sunday before Memorial Day; to approximately 12 hours on each of the five days leading up to the Fourth of July; to approximately 12 hours on the Fourth of July; to approximately 12 hours on July 5 (if that day is a Friday or a Saturday); and to approximately twelve hours on the Saturday and on the Sunday before Labor Day. In addition, the maximum penalty for a violation of the ordinance imposing these restrictions increased to \$1,000, with a minimum of \$500 of each fine to be allocated towards the Public Safety Department.

WHEREAS, the proposed amendments are consistent with the amendments to the Michigan Fireworks Safety Act, MCL 28.451, et seq. and would prohibit the use of consumer fireworks to the fullest extent permitted under the Act.

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

1. The first reading of the proposed revision of Section 50-301 is hereby approved in substantially the form attached hereto.
2. The first reading of proposed new Section 50-302 is hereby approved in substantially the form attached hereto.

Roll Call Vote: Yes,

No,
Absent,

RESOLUTION DECLARED ADOPTED

Edwin T. Norris
City Clerk

Dated: May 6, 2019

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

ORDINANCE NO.

**AN ORDINANCE TO AMEND SECTIONS 50-301 AND 50-302
OF CHAPTER 50, ARTICLE VI, DIVISION 3, FIREWORKS,
OF THE CODE OF ORDINANCES, CITY OF OAK PARK.**

THE CITY OF OAK PARK ORDAINS:

SECTION 1. **Ordinance-** Section 50-301.- Definitions, of Article VI, Offenses Against Public Safety. Division 3-Fireworks, Chapter 50, Offenses and Miscellaneous Provisions, of the Code of Ordinances, City of Oak Park, is hereby amended to read as follows:

Section 50-301.- Definitions.

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

Articles Pyrotechnic means pyrotechnic devices for professional use that are similar to consumer fireworks in chemical composition and construction but not intended for consumer use, that meet the weight limits for consumer fireworks but are not labeled as such, and that are classified as UN0431 or UN0432 under 49 CFR 172.101.

Consumer *fireworks* means *fireworks* devices that are designed to produce visible efforts by combustion, that are required to comply with the construction, chemical composition, and labeling regulations promulgated by the United States consumer product safety commission under 16 CFR parts 1500 and 1507, and that are listed in APA standard 87-1, 3.1.2, 3.1.3, or 3.5. Consumer *fireworks* do not include low-impact *fireworks*.

Display *fireworks* means large *fireworks* devices that are explosive materials intended for use in *fireworks* displays and designed to produce visible or audible

effects by combustion, deflagration, or detonation, as provided in 27 CFR 555.11, 49 CFR 172, and APA standard 87-1, 4.1.

Firework or fireworks means any composition or device, except for a starting pistol, a flare gun, or a flare, designated for the purpose of producing a visible or audible effect by combustion, deflagration, or detonation. *Fireworks* consist of consumer *fireworks*, low-impact *fireworks*, articles pyrotechnic, display *fireworks*, and special effects.

Low-impact *fireworks* means ground and handheld sparkling devices as that phrase is defined under APA standard 87-1, 3.1, 3.1.1.1 to 3.1.1.8, and 3.5.

National Holiday means the following legal public holidays:

- (1). New Year's Day, January 1.
- (2). Birthday of Martin Luther King, Jr., the third Monday in January.
- (3). Washington's Birthday, the third Monday in February.
- (4). Memorial Day, the last Monday in May.
- (5). Independence Day, July 4.
- (6). Labor Day, the first Monday in September.
- (7). Columbus Day, the second Monday in October.
- (8). Veteran's Day, November 11.
- (9). Thanksgiving Day, the fourth Thursday in November.
- (10). Christmas Day, December 25.

Novelties means that term as defined under APA standard 87-1, 3.2, 3.2.1, 3.2.2, 3.2.3, 3.2.4, and 3.2.5 and all of the following:

- (1) Toy plastic or paper caps for toy pistols in sheets, strips, rolls, or individual caps containing not more than .25 of a grain of explosive content per cap, in packages labeled to indicate the maximum explosive content per cup.

(2) Toy pistols, toy cannons, toy canes, toy trick noisemakers, and toy guns in which toy caps as described in subparagraph (i) are used, that are constructed so that the hand cannot come in contact with the cap when in place for the explosion, and that are not designed to break apart or be separated so as to form a missile by the explosion.

(3) Flitter sparklers in paper tubes not exceeding 1/8 inch in diameter.

(4) Toy snakes not containing mercury, if packed in cardboard boxes with not more than 12 pieces per box for retail sale and if the manufacturer's name and the quantity contained in each box are printed on the box; and toy smoke devices.

Ordinance- Section 50-302, Prohibition on use of consumer fireworks, of Article VI, Offenses Against Public Safety, Division 3.- Fireworks, Chapter 50, Offenses and Miscellaneous Provisions of the Code of Ordinances, City of Oak Park,, is hereby amended to read as follows:

Section 50-302. - Prohibition on use of consumer *fireworks*.

No person shall ignite, discharge or use consumer *fireworks* within the city at any time, except that:

- 1) Consumer fireworks may be discharged between the hours of 8:00 a.m. and 12:00 a.m. midnight only on the day before, the day of, and the day after, a National Holiday, except on New Year's day when consumer fireworks may also be discharged between the hours of 12:00 a.m. midnight and 1:00 a.m.
- 2) This section shall not apply to low-impact fireworks.
- 3) This article may be enforced by public safety, and sworn law enforcement officers,
- 4) A violation of this section is a municipal civil infraction, punishable by a civil fine of not more than \$1,000.00 for each violation. A minimum of \$500.00 from the remittance of each civil fine shall be remitted to the Department of Public Safety for the City of Oak Park in accordance with MCL 28.457(3).

SECTION 2. **Savings Clause-** All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

SECTION 3. **Severability-** No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park shall be affected by this Ordinance, except as to the above sections, and in the event that any portion, section or subsection of this Ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this Ordinance or the Code of Ordinances, City of Oak Park.

SECTION 4. **Effective Date-** This Ordinance shall become effective ten (10) days from the date of its passage and shall be published as required by the Charter of the City of Oak Park.

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park on this 6th day of May, 2019.

T. EDWIN NORRIS, City Clerk

MARIAN MCCLELLAN, Mayor

I, **T. EDWIN NORRIS**, duly authorized Clerk of the City of Oak Park, Michigan do hereby certify that the foregoing Ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on

T. EDWIN NORRIS, City Clerk

[Proposed 5-6-2019]

**CITY OF OAK PARK
RESOLUTION REGARDING FIRST READING OF PROPOSED
REPEAL OF CHAPTER 22, ARTICLE VIII, DIVISIONS 1-5 OF THE CODE OF
ORDINANCES**

At a Regular Meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held at Oak Park City Hall located at 14000 Oak Park Boulevard on Monday, May 6, 2019 at 7:00 pm.

Present:

Absent:

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

WHEREAS, on March 21, 2017, Public Act 345 of 2016 was signed into law and went into effect, prohibiting a local unit of government from imposing a tax or fee upon, or requiring a license for a taxicab company or a Transportation Network Company such as Uber or Lyft.

WHEREAS, based on the passage of PA 345 of 2016, the City of Oak Park's ordinance is now inconsistent with State statute and must be repealed. The proposed amendment repeals Article VIII of Chapter 22, Divisions 1 through 5 entitled "Vehicles for Hire."

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

1. The first reading of the proposed repeal of Article VIII, Sections 22-286 through 22-368, is hereby approved in substantially the form attached hereto.

Roll Call Vote: Yes,
 No,
 Absent,

RESOLUTION DECLARED ADOPTED

Edwin T. Norris
City Clerk

Dated: May 6, 2019

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

ORDINANCE NO.

**AN ORDINANCE TO REPEAL OF SECTIONS 22-286 THROUGH 22-368,
CHAPTER 22, ARTICLE VIII, DIVISIONS 1-5 OF THE CODE
OF ORDINANCES, CITY OF OAK PARK.**

THE CITY OF OAK PARK ORDAINS:

SECTION 1. **Ordinance-** Sections 22-286 through 22-368, Article VIII, Vehicles for Hire. Divisions 1 through 5, Chapter 22, Businesses, of the Code of Ordinances, City of Oak Park, is hereby amended to repeal Article VIII in its entirety and read as follows:

DIVISION 1. -- GENERALLY

Sec. 22-286. -- Definitions.

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

~~Motor vehicle for hire means a motor vehicle not equipped with a taximeter designed to carry seven or less persons for public hire at an hourly rate.~~

~~Taxicab means a motor vehicle designed for transportation of seven or less persons for hire upon a trip or mileage basis.~~

~~(Code 1973, § 43-1)~~

~~**Cross reference** -- Definitions generally, § 1-2.~~

Sec. 22-287. -- Reports to city manager.

~~The city manager may require periodic reports to be submitted by operators and drivers of taxicabs and motor vehicles for hire in order to assist in the enforcement of rules and regulations or the terms of this article.~~

~~(Code 1973, § 43-2)~~

~~State Law reference—Powers of city relative to vehicles for hire, MCL 88.18, MSA 5.1740.~~

~~Sec. 22-288.—Chapter 22 applicable.~~

~~The provisions of chapter 22 of this Code, insofar as the same may be applicable and not in conflict, shall apply to and govern the issuance of any license under the provisions of this article.~~

~~(Code 1973, § 43-3)~~

~~Sees. 22-289—22-300.—Reserved.~~

DIVISION 2.—TAXICABS

~~Sec. 22-301.—Rates.~~

~~The maximum fares and charges for the use of *taxicabs* shall be determined by resolution of the city council at a regular meeting. All *taxicab* licensees shall be notified of any such hearing by mail. The term "waiting time," as used in any schedule of maximum rates and charges, shall include the time when the *taxicab* is not in motion, beginning with the arrival at the place to which it has been called, or the time consumed while standing at the direction of any passenger, but shall not include time lost because of inefficiency of the *taxicab* or its operator, or time consumed by premature responses to a call or by traffic delays.~~

~~(Code 1973, § 43-14)~~

~~Sec. 22-302.—License—Required.~~

~~No person shall engage in the business of operating or causing to be operated, any *taxicab* upon the streets, alleys or public ways of the city without first having obtained a license for each such *taxicab*. Picking up passengers within the city shall be deemed engaging in the *taxicab* business, but discharging passengers in the city when the trip originated from a point outside the city, shall not be so construed.~~

~~(Code 1973, § 43-20)~~

~~Sec. 22-303.—Same—Certification; approval.~~

~~No license shall be granted under the provisions of this division except upon certification of the director of public safety and upon approval of the city council.~~

~~(Code 1973, § 43-21)~~

~~Sec. 22-304.—Taximeters.~~

~~(a) No license shall be issued until a taximeter has been installed in the *taxicab* to be licensed and such taximeter has been inspected to verify that:~~

~~(1) Proof is provided of the meter's annual calibration and sealing; and~~

~~(2) The case thereof is sealed and the cover and gear thereof are intact.~~

~~(b) A service fee as determined by the city council from time to time shall be charged for each inspection.~~

~~(c) No person shall remove or tamper with the seal of any taximeter. No person shall engage in business with any *taxicab* when the taximeter affixed thereto is not in proper working order or the seal of the taximeter is broken or has been tampered with.~~

~~(d) Every taximeter shall be so affixed that the amount of the fare is plainly visible to the passengers, and, after sundown, such taximeter shall be clearly illuminated. Upon any rate change made pursuant to this article, every taximeter shall be reinspected and tested and approved. No such rate change shall be effective as to any *taxicab* until approval and resealing of the taximeter of such *taxicab* by the director of public safety.~~

~~(Code 1973, § 43-22)~~

~~Sec. 22-305. Consideration of council of public necessity and convenience upon application for license.~~

~~Upon application made for any new *taxicab* license, as distinguished from any renewal thereof, the city council shall first consider the question of whether public convenience and necessity require the operation of such *taxicab*. The council shall consider the number of *taxicabs* operating in the city and whether the demands of the public require additional *taxicab* service; traffic conditions on the streets of the city and whether the additional *taxicab* service will result in a greater hazard to the public and such other relative facts as the council may deem advisable. The judgment of the council on the question of public necessity and convenience shall be conclusive.~~

~~(Code 1973, § 43-23)~~

~~Sec. 22-306. Insurance.~~

~~(a) Before any such license is issued under the provisions of this division, the applicant therefor, shall furnish one or more policies of insurance, issued by responsible insurance companies providing indemnity for the insured, including Michigan no fault coverage, in the amounts specified in this section and agreeing to pay, within the limits of the amounts on behalf of the insured, all sums which the insured shall become obligated to pay by reason of the liability imposed upon the insured by law, for damages because of bodily injury, including death, at any time resulting therefrom, or for damages to property, or both, sustained by any person other than the employees of the insured and caused by accident and arising out of the ownership, maintenance or use of the licensed *taxicab*.~~

~~(b) The minimum amount of the insurance coverage as to any one licensed *taxicab* shall be:~~

~~(1) Not less than \$300,000.00 per occurrence, combined single limit, for bodily injury and property damage; or~~

~~(2) On account of injury to, or death of, any person in any one accident \$100,000.00;~~

~~and On account of any one accident resulting in injury to or death of, more than one person \$300,000.00; and On account of damage to property in any one accident \$50,000.00.~~

~~(Code 1973, § 43-24; Ord. No. O-96-355, § 1, 10-7-96; Ord. No. O-98-374, § 1, 2-2-98; Ord. No. O-98-375)~~

~~Sec. 22-307. — Bonds.~~

~~In lieu of insurance required by this division, the licensee may furnish a surety company bond, in a form to be approved by the city attorney, in penal sums of not less for each *taxicab* than the amounts specified for insurance, and binding the principal and surety to the same conditions as are required in insurance policies.~~

~~(Code 1973, § 43-25)~~

~~Sec. 22-308. — Cancellation notice provided to city.~~

~~Every insurance policy or bond shall contain a clause obligating the insurer or surety to give the city clerk, by registered mail, at least ten days' written notice before the cancellation, expiration, lapse or other termination of such insurance or bond or the withdrawal of surety from any such bond.~~

~~(Code 1973, § 43-26)~~

~~Sec. 22-309. — Issuance of license plates.~~

~~Upon issuance of any *taxicab* license, the city clerk shall furnish the licensee a metal license plate for each vehicle so licensed.~~

~~(Code 1973, § 43-27)~~

~~Sec. 22-310. — Transfers of licenses generally.~~

~~When the ownership of any *taxicab* shall change, whether by operation of law or otherwise, the *taxicab* license pertaining to such *taxicab* shall be automatically revoked. Any transfer of, or attempt to transfer, a *taxicab* license to any other person shall automatically revoke the license.~~

~~(Code 1973, § 43-28)~~

~~Sec. 22-311. — Transfer of licenses between vehicles.~~

~~The owner of any licensed *taxicab* who desires to transfer such license to another vehicle owned by him, shall make application to the city clerk on forms provided therefor, and shall state under oath or affirmation such facts as may be required for, or applicable to, such transfer. Upon approval of the city manager, such transfer shall be granted.~~

~~(Code 1973, § 43-29)~~

~~Secs. 22-312 — 22-320. Reserved.~~

DIVISION 3. — MOTOR VEHICLES FOR HIRE

Sec. 22-321. — Application of article.

~~All provisions of this article relating to *taxicabs* shall be equally applicable to motor vehicles for hire, except section 22-304, and such other provisions as by their nature can have no application to motor vehicles for hire.~~

~~(Code 1973, § 43-40)~~

Sec. 22-322. — Fares.

~~(a) Until changed, as provided in section 22-301, the maximum rates to be charged by motor vehicles for hire shall be as determined by the city council from time to time.~~

~~(b) For the use of a motor vehicle for hire where the vehicle has been used in excess of one hour, additional time may be charged for on the basis of one quarter hour fractions of the rate charged for the first hour's use of the vehicle. The time shall begin when the motor vehicle is ready at the time and place requested by the passenger, and shall continue until the passenger has been discharged and the car shall have had time thereafter to return to the garage or stand, by the most direct route, and at the maximum speed permitted by law.~~

~~(Code 1973, § 43-41)~~

Sec. 22-323. — License required.

~~No person shall engage in the business of operating or causing to be operated any motor vehicle for hire upon the streets, alleys or public ways of the city, without first having obtained a license for each such motor vehicle for hire.~~

~~(Code 1973, § 43-47)~~

Sec. 22-324. — Applications.

~~License applications shall be made as provided for *taxicab* licenses, but the applicant shall endorse thereon that the application is for a motor vehicle for hire license.~~

~~(Code 1973, § 43-48)~~

~~Sec. 22-325. Endorsement of licenses.~~

~~Licenses issued under this division shall be similarly endorsed by the director of public safety.~~

~~(Code 1973, § 43-49)~~

~~Secs. 22-326 — 22-335. Reserved.~~

DIVISION 4. DRIVERS

~~Sec. 22-336. Lost articles.~~

~~Every *taxicab* driver, immediately after the termination of any hiring or employment, shall carefully search such *taxicab* for any property lost or left therein, and any such property unless sooner claimed or delivered to the owner shall be taken to the headquarters of the public safety department and deposited with the officer in charge within 24 hours after the finding of such article.~~

~~(Code 1973, § 43-60)~~

~~State Law reference — Powers of city to license, regulate drivers of vehicles for hire, MCL 99.1, MSA 5.1740.~~

~~Sec. 22-337. Conveyance of passengers.~~

~~Every *taxicab* driver shall have the right to demand payment of the legal fare in advance, and may refuse employment until so prepaid, but no *taxicab* driver shall otherwise refuse or neglect to convey any orderly person, upon request, anywhere in the city unless previously engaged or unable to do so. No driver of any licensed *taxicab* shall carry any other person than the passenger first employing a *taxicab* without the consent of the passenger.~~

~~(Code 1973, § 43-61)~~

~~Sec. 22-338. Soliciting bus passengers.~~

~~No driver of any *taxicab* shall solicit persons who are awaiting to take passage on a bus at an established loading point for such bus.~~

~~(Code 1973, § 43-62)~~

~~Sec. 22-339. License Required.~~

~~No person shall drive a *taxicab* or motor vehicle for hire upon the streets of this city without first having obtained a license so to do.~~

~~(Code 1973, § 43-68)~~

~~Sec. 22-340. Same Qualifications of applicant.~~

~~Every applicant for a license required by the provisions of this division shall be 18 years of age or over and must be licensed to operate a *taxicab* in at least one of the communities in which the *taxicab* is licensed.~~

~~(Code 1973, § 43-69)~~

~~Sees. 22-341—22-360. Reserved.~~

DIVISION 5. — RULES AND REGULATIONS

~~Sec. 22-361. Generally.~~

~~The city manager is hereby empowered, subject to approval by the city council, to make such rules and regulations regarding the dress and conduct of drivers, the maintenance, marking, and operation of *taxicabs* as may be necessary in the interest of providing safe and orderly service to passengers. No person shall fail to comply with any such rule or regulation. Upon adoption or change in any such rule or regulation, notice thereof shall be furnished to each *taxicab* licensee and *taxicab* driver licensee.~~

~~(Code 1973, § 43-88)~~

~~Sec. 22-362. Conduct of drivers.~~

~~It shall be the duty of every person driving or operating a *taxicab* to be courteous, to refrain from swearing, loud talking or boisterous conduct, to drive his motor vehicle carefully and in full compliance with the traffic regulations of the city and orders of the public safety officers of the city, to promptly answer all court notices, traffic violation notices or police notices, to deal honestly with the public and with his employer.~~

~~(Code 1973, § 43-89)~~

~~Sec. 22-363. Member of associations.~~

~~• Any *taxicab* licensee who is a member of any cooperative association shall furnish the public safety department with the name of such association and shall notify the department of any change in his membership or affiliation within 48 hours after such change.~~

~~(Code 1973, § 43-90)~~

~~Sec. 22-364. Maintenance of vehicles.~~

~~All *taxicabs* shall be kept in good running condition and clean and fit for public use and each *taxicab* shall be inspected at such intervals as the director of public safety may direct and upon the complaint of any citizen of the city.~~

~~(Code 1973, § 43-91)~~

~~Sec. 22-365. -- Schedule of rates to be followed.~~

~~No person shall charge any fare for the hire of any *taxicab* other than in accordance with the current schedule of maximum rates.~~

~~(Code 1973, § 43-93)~~

~~Sec. 22-366. -- Solicitation of passengers.~~

~~No *taxicab*, while awaiting employment by passengers, shall stand on any public street or private property open to the public without consent of the property owner, nor shall any *taxicab* driver seek employment by repeatedly and persistently driving his *taxicab* to and fro in a short space before or by otherwise interfering with the proper and orderly access to or egress from any theater, hall, hotel, public resort, bus station or other place of public gathering, or in any other manner obstructing or impeding traffic. However, any *taxicab* driver may solicit employment by driving through any public street or place without stops other than those due to traffic and at such speed as not to interfere with or impede traffic and may pass and repass any theater, hall, hotel, public resort, bus station or other place of public gathering, provided that after passing such public place he shall not turn and repass until he shall have gone a distance of two blocks beyond such place.~~

~~(Code 1973, § 43-94)~~

~~Sec. 22-367. -- Conduct of drivers.~~

~~No person shall solicit passengers for a public *taxicab* upon the streets of the city except the driver of the *taxicab* when sitting upon the driver's box of his vehicle. Every *taxicab* driver shall remain on the driver's seat or inside his vehicle at all times when such vehicle is standing upon any *taxicab* stand or when actually engaged in carrying passengers, except that every *taxicab* driver shall be permitted to leave his *taxicab* to assist passengers into or out of such *taxicab*.~~

~~(Code 1973, § 43-95)~~

~~Sec. 22-368. -- Drinking alcoholic liquors.~~

~~No *taxicab* driver shall drink any intoxicating beverage while on duty, nor immediately prior thereto.~~

~~(Code 1973, § 43-97)~~

SECTION 2. **Savings Clause-** All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

SECTION 3. **Severability-** No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park shall be affected by this Ordinance, except as to the above sections, and in the event that any portion, section or subsection of this Ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this Ordinance or the Code of Ordinances, City of Oak Park.

SECTION 4. **Effective Date-** This Ordinance shall become effective ten (10) days from the date of its passage and shall be published as required by the Charter of the City of Oak Park.

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park on this 6th day of May, 2019.

T. EDWIN NORRIS, City Clerk

MARIAN MCCLELLAN, Mayor

I, **T. EDWIN NORRIS**, duly authorized Clerk of the City of Oak Park, Michigan do hereby certify that the foregoing Ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on

T. EDWIN NORRIS, City Clerk

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** 5-20-19**AGENDA #** .

SUBJECT: 2nd Reading to amend Chapter 74, Article XIV, Section 74-675p of the General Code of Ordinances.

DEPARTMENT: City Attorney (ED/CK) / Technical & Planning (RMB)

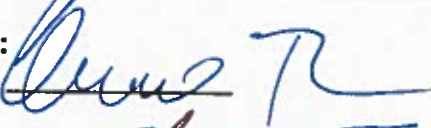
SUMMARY: The Department of Technical and Planning is requesting that Council consider an amendment to Section 74-675p of the Code of Ordinances to require a permit for overnight parking of vehicles in any municipal parking lot.

The Amendment is necessary to address the overnight storage of vehicles in City lots, which have resulted in complaints from local businesses that there is insufficient parking available, while also deterring potential future development.

The proposed amendment will also address an issue that the City has with non-City sponsored overnight bus trips that utilizes the City Complex parking lots without permission.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: It is recommended that the first reading to amend Chapter 74, Article XIV, Section 74-675p of the General Code of Ordinances be approved.

APPROVALS:City Manager: Department Director: Director of Finance: Budgeted: ☒ N/ALegal: 

EXHIBITS: Proposed ordinance changes and resolution

[Proposed 5-6-2019]

**CITY OF OAK PARK
RESOLUTION REGARDING FIRST READING OF PROPOSED
AMENDMENT TO SECTION 74-675p OF CHAPTER 74, ARTICLE XIV OF THE
CODE OF ORDINANCES**

At a Regular Meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held at Oak Park City Hall located at 14000 Oak Park Boulevard on Monday, May 6, 2019 at 7:00 pm.

Present:

Absent:

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

WHEREAS, the Department of Technical and Planning is requesting that Council consider an amendment to Section 74-675p of the Code of Ordinances to require a permit for overnight parking of vehicles in any municipal parking lot.

WHEREAS, the Amendment is necessary to address the overnight storage of vehicles in City lots, which have resulted in complaints from local businesses that there is insufficient parking available, while also deterring potential future development.

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

1. The first reading of the proposed revision of Section 74-675p is hereby approved in substantially the form attached hereto.

Roll Call Vote: Yes,
 No,
 Absent,

RESOLUTION DECLARED ADOPTED

Edwin T. Norris
City Clerk

Dated: May 6, 2019

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

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND SECTION 74-675p, CHAPTER 74,
ARTICLE XIV, OF THE CODE OF ORDINANCES, CITY OF OAK PARK.**

THE CITY OF OAK PARK ORDAINS:

SECTION 1. **Ordinance-** Section 74-675p, Article XIV, Stopping, Standing and Parking, Chapter 74, Traffic and Vehicles, of the Code of Ordinances, City of Oak Park, is hereby amended to read as follows:

Sec. 74-675p. Permit for overnight parking in any municipal parking lots.

- (1) *Required.* No person shall park a vehicle in any municipal parking lots, where posted, between the hours of 3:00 a.m. and 6:00 a.m. without a permit issued therefor by the city. In the event that a snow emergency is declared, parking permits will not be required for the duration of the snow emergency event.
- (2) *Eligibility.* Only residents of the city or those commercial establishments' adjacent to any municipal parking lots, which have been specially assessed for and entitled to benefit from the lot, are eligible to submit an application for an overnight parking permit. No overnight parking permit will be issued to any resident or business for a vehicle which exceeds 20 feet in length.
- (3) *Application; contents.* An application for an overnight parking permit must be filed with the department of public safety on a form provided by the city. Each application shall set forth the following:
 - (a) The name, address and telephone number of the applicant. If the applicant is representing a commercial establishment as set forth in subsection (2) of this section, the permit will issue in the name of the commercial establishment. A "floating" parking permit may be issued to the business owner or resident
 - (b) A statement that the permit will not be used other than for the legitimate parking of a licensed operable vehicle and the vehicle will be less than 20 feet in length.
 - (c) A statement that the applicant declares under penalty of perjury that all statements in the application are true and correct.
 - (d) Such additional information as the city may require.
- (4) *Issuing authority; investigation.* The issuing authority shall be the department of public safety. Upon filing an application with the department of public safety that department may,

if necessary, cause an investigation to be made to determine whether a permit should be issued.

- (5) *Limitations.* The following limitations shall apply:
 - (a) The number of permits will be determined by policy established by the City Manager.
- (6) *Duration.* Permits shall be issued annually for a maximum period of one calendar year. Permits will not be automatically renewed. An application for renewal must be filed with the department of public safety.
- (7) *Fee; prorating.* A reasonable fee to cover the cost to the city of issuing the permits shall be charged as determined by resolution of the city council and may be modified from time to time by resolutions as the city council deems appropriate. There shall be no refunds for voluntary cancellation or revocation for a violation of this section.
- (8) *Conditions and restrictions.* Any permit issued pursuant to this section shall be subject to the following conditions and restrictions set forth in this subsection, including conditions or restrictions which may be altered or amended from time to time. The issuance of such permit shall not be construed to be a permit for, or approval of, any violation of any provision of this Code or any other law or regulation.
 - (a) All permitted vehicles must be properly parked within the areas designated.
 - (b) No repair is to be made to any vehicle at any time it is parked in the lot. Tools, parts, solutions or any other items used for repair or maintenance of vehicles are prohibited on the lot. Such equipment must be contained in the vehicle. This restriction does not apply to emergency assistance or repairs made to enable the commercial vehicle to depart from the lot.
- (9) *Contents; effective upon affixing to windshield rear view mirror.* An overnight parking permit shall contain the expiration date and permit number.
- (10) *Lost, destroyed or stolen; replacement.* If loss, destruction or theft of the permit occurs, a replacement permit will be issued at a nominal charge as set by resolution of the city council. An application must be resubmitted accompanied by an affidavit that the original permit was lost, stolen or destroyed and that the permit requested will be used as a replacement only.
- (11) *Buying, selling or leasing.* It shall be unlawful for any person to cause an overnight parking permit to be bought, sold or leased or caused to be sold or leased for any value or consideration in any form whatever.
- (12) *Method of acquisition limited to this section.* It shall be unlawful for any person to buy or otherwise acquire or use any overnight parking permit, except as provided in this section.
- (13) *Violation of subsection (12) or (13); penalty.* Upon conviction of a violation of either subsection (12) or (13) of this section, that overnight parking permit shall be void and must be surrendered to the department of Public Safety.
- (14) *Violation of section; civil infraction.* A person who violates this section is responsible for a civil infraction.

- (15) *Revocation.* An overnight parking permit may be revoked upon conviction for a violation of this section at the discretion of the department of public safety.

SECTION 2. **Savings Clause-** All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

SECTION 3. **Severability-** No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park shall be affected by this Ordinance, except as to the above sections, and in the event that any portion, section or subsection of this Ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this Ordinance or the Code of Ordinances, City of Oak Park.

SECTION 4. **Effective Date-** This Ordinance shall become effective ten (10) days from the date of its passage and shall be published as required by the Charter of the City of Oak Park.

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park on this 6th day of May, 2019.

T. EDWIN NORRIS, City Clerk

MARIAN MCCLELLAN, Mayor

I, **T. EDWIN NORRIS**, duly authorized Clerk of the City of Oak Park, Michigan do hereby certify that the foregoing Ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on

T. EDWIN NORRIS, City Clerk

Sec. 74-675p. Permit for overnight parking in ~~Eleven Mile Road~~ any municipal parking lots.

- (1) *Required.* No person shall park a ~~commercial vehicle in Eleven Mile Road~~ any municipal parking lots, ~~where posted, between the hours of 9:00 p.m. and 7:00 a.m. 3:00 a.m. and 6:00 a.m. without a permit issued therefor by the city~~ In the event that a snow emergency is declared, parking permits will not be required for the duration of the snow emergency event.
- (2) *Eligibility.* Only residents of the city or those commercial establishments' adjacent to ~~Eleven Mile Road~~ any municipal parking lots, which have been specially assessed for and entitled to benefit from the lot, are eligible to submit an application for an overnight parking permit. ~~No overnight parking permit will be issued to any resident or business for a vehicle which exceeds 20 23 feet in length, 7 nine feet in height and three tons in weight, or for a commercial vehicle which operates on diesel fuel.~~
- (3) *Application; contents.* An application for an overnight parking permit must be filed with the department of public safety on a form provided by the city. Each application shall set forth the following:
 - (a) The name, address and telephone number of the applicant. If the applicant is representing a commercial establishment as set forth in subsection (2) of this section, the permit will issue in the name of the commercial establishment. ~~A "floating" parking permit may be issued to the business owner or resident~~
 - (b) ~~The license number, make and model of the commercial vehicle for which the permit is requested.~~
 - (c) ~~The length, height and weight of the commercial vehicle for which the permit is requested.~~
 - (d) ~~The name and current address of the registered owner of the commercial vehicle for which the permit is requested, if different from that of the applicant.~~
 - (e) ~~A statement that there is no feasible parking space available or obtainable for the commercial vehicle on the property designated as the applicant's residence or business.~~
 - (f) A statement that the permit will not be used other than for the legitimate parking of a ~~licensed operable the commercial vehicle~~ and the vehicle will be less than 20 feet in length.
 - (h) ~~Such additional information as the city may require.~~
 - (g) ~~A statement that the applicant declares under penalty of perjury that all statements in the application are true and correct.~~
- (4) *Issuing authority; investigation.* The issuing authority shall be the department of public safety. Upon filing an application with the department of public safety that department may, if necessary, cause an investigation to be made to determine whether a permit should be issued.
- (5) *Limitations.* The following limitations shall apply:
 - (a) ~~Only one~~ The number of permits will be determined by policy established by the City Manager. ~~overnight parking permit may be issued for each residential unit.~~
 - (b) ~~If the applicant is a commercial establishment, a permit must be issued for each commercial vehicle to be parked overnight.~~
- (6) *Duration.* Permits shall be issued annually for a maximum period of one ~~calendar~~ year. Permits ~~shall~~ will not be automatically renewed. ~~An application for renewal must filed with~~ Upon expiration a person must reapply to the department of public safety.
- (7) *Fee; ~~exception~~; prorating.* A reasonable fee to cover the cost to the city of issuing the permits shall be charged as determined by resolution of the city council and may be modified from time to time by resolutions as the city council deems appropriate. ~~However upon application properly made pursuant to the above subsections, commercial establishments who are currently specially assessed by the city for the municipal parking lot are entitled to receive two permits issued without charge each year.~~

~~This exception to the fee requirement set forth in this subsection shall continue until such special assessment is concluded. There shall be no prorating of charges and no refunds even if the duration of the permit is less than the maximum of one year. There shall be no prorating of charges or refunds for voluntary cancellation or revocation for a violation of this section.~~

- (8) *Conditions and restrictions.* Any permit issued pursuant to this section shall be subject to the following conditions and restrictions set forth in this subsection, including conditions or restrictions which may be altered or amended from time to time. The issuance of such permit shall not be construed to be a permit for, or approval of, any violation of any provision of this Code or any other law or regulation.
- (a) All ~~commercial~~ **permitted** vehicles must be properly parked within the areas designated.
 - ~~(b) No commercial vehicle shall be parked with its lights on or motor running.~~
 - ~~(c) Between the hours of 11:00 p.m. and 6:00 a.m. no commercial vehicle may enter or leave the lot.~~
 - (d) No repair is to be made to any ~~commercial~~ vehicle at any time it is parked in the lot. Tools, parts, solutions or any other items used for repair or maintenance of vehicles are prohibited on the lot. Such equipment must be contained in the vehicle. This restriction does not apply to emergency assistance or repairs made to enable the commercial vehicle to depart from the lot.
 - ~~(e) The permit is limited to overnight parking only. All storage of commercial vehicles is strictly prohibited. A vehicle will be deemed stored, for purposes of this section, if it has not been moved within a 24-hour period.~~
- (9) *Contents; effective upon affixing to windshield* **rear view mirror**. An overnight parking permit shall contain the vehicle registration number for which the permit is issued, the expiration date and permit number. ~~The permit shall be affixed to the left side of the windshield of the commercial vehicle for which it is issued in such a manner that it is clearly visible but does not interfere with the driver's view, and the permit shall not be effective unless it is so affixed and maintained.~~
- (10) *Lost, destroyed or stolen; replacement.* If loss, destruction or theft of the permit occurs, a replacement permit will be issued at a nominal charge as set by resolution of the city council. An application must be resubmitted accompanied by an affidavit that the original permit was lost, stolen or destroyed and that the permit requested will be used as a replacement only.
- ~~(11) *Use for other vehicles.* It shall be unlawful for any person to use a permit for any commercial vehicle other than that identified on the application for the permit; except that if a permittee acquires a new vehicle and has sold or disposed of the vehicle for which the permit was issued and such permit has not expired, such person may apply for and obtain a new permit for the replacement vehicle pursuant to subsection (9) of this section.~~
- (12) *Buying, selling or leasing.* It shall be unlawful for any person to cause an overnight parking permit to be bought, sold or leased or caused to be sold or leased for any value or consideration in any form whatever.
- (13) *Method of acquisition limited to this section.* It shall be unlawful for any person to buy or otherwise acquire ~~for value~~ or use any overnight parking permit, except as provided in this section.
- (14) *Violation of subsection (12) or (13); penalty.* Upon conviction of a violation of either subsection (12) or (13) of this section, **any that** overnight parking permit shall be void and must be surrendered to the department of **Public Safety**. ~~community development.~~
- (15) Violation of section; civil infraction.** A person who violates this section is responsible for a civil infraction.
- (16) *Revocation.* An overnight parking permit may be revoked upon conviction for a violation of this section at the discretion of the department of public safety.

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF: May 20, 2019****SUBJECT: Oak Park Emergency Operations Plan (Updated)****DEPARTMENT: Public Safety**

SUMMARY: Please see the attached copy of the updated Oak Park Emergency Operations Plan. The State requires this plan to be updated every four years. Maintaining a current Emergency Operations Plan establishes eligibility to receive Section 19 disaster funding at the State and Federal levels. The Oak Park Emergency Operations Plan was previously updated in May of 2015.

FINANCIAL STATEMENT: Not Applicable

RECOMMENDED ACTION: Public Safety is requesting that City Council adopt the updated Oak Park Emergency Operation Plan in the form of a Council resolution.

APPROVALS:

City Manager: _____

Department Director: _____

Director of Finance: _____

Budgeted: ☐ NA

Legal: NA

EXHIBITS:

- Updated Oak Park Emergency Operations Plan (attached)
- Oakland County Hazard Mitigation Plan (available online at oakgov.com/homelandsecurity)
- Sample Resolution (attached)

RESOLUTION NUMBER: _____

CITY OF _____
OAKLAND COUNTY, MICHIGAN

A RESOLUTION OF THE _____ COUNCIL TO ADOPT THE CITY OF
_____ EMERGENCY OPERATIONS SUPPORT PLAN.

At a meeting of the City Council of the City of _____, Oakland County,
Michigan, held on the ____ day of _____, 2015, at the City Hall, located at
_____, Michigan

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

WHEREAS, the city of _____ elected to be incorporated into the Oakland
County Emergency Management Program and that by becoming part of
the Oakland County Emergency Management Program, the City of _____,
and Oakland County have certain responsibilities to each other.

WHEREAS, this Emergency Operations Support Plan has been developed to identify
the responsibilities between the City of _____ and Oakland County in
regards to emergency management activities.

WHEREAS, the plan provides a framework for the City to use in performing
emergency functions before, during, and after a natural disaster, hostile
attack, technological incident or other emergency.

WHEREAS, this support plan is to be used in concurrence with Oakland County's
Emergency Operations Plan as it is a supporting document.

WHEREAS, the support plan will be maintained in accordance with the current
standards of the Oakland County Emergency Operations Plan. Review of
this plan shall be accomplished every four years.

NOW, THEREFORE, the _____ Council hereby adopts this Emergency
Operations Support Plan, in support to the Oakland County Emergency
Operations Plan.

Oak Park, Michigan

SUPPORT EMERGENCY OPERATIONS PLAN

An all-hazards plan supporting the Oakland County Emergency Operations Plan, for use in the event of disaster or severe emergency of natural, human, wartime, technological or terrorism origin.

May 20, 2019

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Promulgation Document

Officials of the City of Oak Park, in conjunction with County and State Emergency Enagement (EM) agencies, have developed this Support Emergency Operations Plan that will enhance the local emergency response capability.

This plan, when used properly and updated, will assist local government officials with accomplishing their primary responsibilities of protecting lives and property in their community. This plan and its provisions will become official when it has been signed and dated below by the Chief Executive Official (CEO) of the municipality.

City Manager, Erik Tungate
City of Oak Park

Date

Mayor, Marian McClellan

Date

Approval and Implementation

The Support Emergency Operations Plan, referred to in this document as the Support EOP, describes how the City of Oak Park will handle emergency situations in cooperation with the Oakland County Emergency Management and Homeland Security Program. The Support EOP assigns responsibilities to agencies for coordinating emergency response activities before, during, and after any type of emergency or disaster. The Support EOP does not contain specific instructions as to how each department will respond to an emergency; these can be found in the plan annexes or separate Standard Operating Procedures (SOP).

The goal of the Support EOP is to coordinate emergency response efforts to save lives, reduce injuries, and preserve property. The Support EOP addresses emergency issues before and after an emergency, but its primary goals are to assemble, mobilize and coordinate a team of responders that can respond to any emergency, and describe response procedures in relation to the county response procedures.

The Support EOP will use a graduated response strategy that is in proportion to the scope and severity of an emergency. The City of Oak Park will plan, prepare and activate resources for local emergencies that affect the local area (or a specific site) and/or widespread disasters that affect the entire state and/or nation.

The Support EOP was developed by a Local Planning Team (LPT). The LPT consists of key departments covering emergency functions such as law enforcement, fire, public works, and public health. The team works to establish and monitor programs, reduce the potential for hazard events in the community through planning, review, and training, and assisting Oakland County in developing and maintaining the County EOP.

The Support EOP must be signed by the current CEO each time it is updated, with the exception of the following activities:

1. Minor updates e.g. changing system names, grammar, spelling or layout changes
2. Updates to the annexes

These activities may be updated in the plan without the CEO signature by the following individuals:

1. Emergency Management Liaison
2. Department head responsible for an annex

Homeland Security Presidential Directive (HSPD) 5 facilitates a standard management approach to major incidents, the National Incident Management System (NIMS). NIMS is administered as part of the National Response Framework (NRF) which integrates the federal government into a single, all discipline, and all-hazards plan. NIMS will provide a nationwide approach that enables federal, state, tribal and local government agencies to "work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size or complexity." This Support EOP has integrated NIMS concepts, including the Incident Command System (ICS), and language to help incident management operate in accordance to the NIMS using the guidance provided by the Department of Homeland Security (DHS).

During an emergency, all response personnel will use the ICS to manage the incident and employ emergency resources at the site. The Emergency Operation Center (EOC) will coordinate additional resources when needed. This EOP will be used during community recovery after an emergency.

This plan supersedes all previous plans.

Record of Revisions

The following is a list of revisions made to the Support EOP. This chart tracks the date that changes were made, reason for the changes, updated pages, and who made the revision.

Date	Reason for Revision	Page Numbers	Revised By

Record of Distribution

The following is a list of the individuals and facilities that have been provided a copy of the Support EOP in order to conduct the assigned tasks addressed in this plan.

Title of Recipient	Name of Recipient	Agency	Date	Number of Copies
Chief Executive Official	City Manager Erik Tungate	City of Oak Park		
City Council	Mayor Marian McClellan, Mayor Pro-Tem Solomon Radner, Council Members, Carolyn Burns, Ken Rich and Regina Weiss	City of Oak Park		
Oakland County Emergency Management Coordinator	Thom Hardesty	Oakland County		
Emergency Management Liaison	Director of Public Safety, Steve Cooper	City of Oak Park		
Communications and Warning Official	Record's/Dispatch Supervisor, Ted Kozlowski	Department of Public Safety		
Damage Assessment Official	Director of Technical and Planning, Robert Barrett	Technical and Planning		
Fire Services Official	Fire Marshal Lieutenant Shawn Tetler	City of Oak Park		
Mass Care, Emergency Assistance, Housing, and Human Services Official	Director Laurie Stasiak	Recreation		
Public Health and Medical Services Official	Lieutenant/Fire Marshal, Shawn Tetler	Department of Public Safety		
Economic Development and Communications Department	Director Kimberly Marrone	City of Oak Park		
City of Oak Park Public Information Center	Community Engagement & Development Specialist Colton Dale	Community Engagement & Development Specialist		
Public Safety Command Staff	Lieutenants, Troy Taylor, Sahwn Tetler, Samantha Kretzschmar, Frank Slone, Marlon Benson,	City of Oak Park		

	Ryan Bolton Sergeants, Maureen Bergman, Jason Ginoplois, Walter Duncan, Joseph Meier, James Vernier			
Oak Park City Clerk	Ed Norris	City of Oak Park		
Assistant City Manager	Kevin Yee	City of Oak Park		
All Other Department Directors	Saundra Crawford, Lisa Vecchio, Vicky Brooks, Crystal McLain, Ricardo Singson, Sarah Jones, Dave DeCoster, Deputy Director, Dan Fairless	City of Oak Park		
Deputy Director Public Safety	Michael Pinkerton	City of Oak Park		

Basic plan

Purpose

The City of Oak Park has elected to incorporate into the Oakland County Emergency Management Program. As partners in the five phases of emergency management, mitigation, preparedness, prevention, response and recovery, The City of Oak Park and the County Emergency Management Program share joint responsibilities. The City of Oak Park Support EOP has been developed to identify these responsibilities. It is to be used in concurrence with the County EOP. In accordance with Section 19 of the Michigan Emergency Management Act (1976 PA 390, as amended), activation of this this plan at the beginning of a disaster or emergency also establishes eligibility to receive state assistance for disaster related expenses incurred during a State of Emergency or Disaster declared by the Governor, for which federal assistance is unavailable.

Scope

The City of Oak Park Support EOP is an adaptable document that can be applied to all hazards. Due to the unique nature of emergencies, it may become necessary to deviate from the contents of the plan when responding to an incident. Agencies that have been assigned supporting roles in this plan have developed and will maintain SOPs that provide systematic instructions for accomplishing their assigned functions. The local government conducts additional activities, such as personnel training, participation in exercises, public information, land-use planning, etc., to support emergency preparedness, mitigation, and response efforts. To facilitate efficient emergency management operations, The City of Oak Park continues to implement the NIMS.

Authorities and References

A. Authority of local officials during an emergency:

1. 1976 PA 390, as amended
2. The City of Oak Park, local Emergency Management resolution
3. The City of Oak Park, adoption of the Support EOP
4. Executive Directive No. 2005-09, the state adoption of the NIMS
5. The Robert T. Stafford Disaster Relief and Emergency Assistance Act,
6. Emergency Planning and Community Right to Know Act of 1986 (EPCRA) also known as the Superfund Amendments and Reauthorizations Act (SARA), Title III
7. Good Samaritan Law and Know Act of 1986

B. References used to develop the Support EOP:

1. NIMS – Adopted by resolution on 8-3-09
2. NRF
3. Michigan Emergency Management Plan (MEMP), Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMSHD)
4. Pub 204, MSP/EMHSD

Plan Development and Maintenance

To ensure that this Support EOP addresses the needs of the community and is consistent with the Oakland County EOP, this document was developed in a cooperative, whole community effort between municipal government, local community, and the County Emergency Management Program. The Support EOP is updated after every change of the municipal CEO or when changes to the County EOP create inconsistencies.

After the plan is adopted by resolution of the City Council and approved by the CEO, it is forwarded to the County Emergency Management Program. The plan will be implemented, tested through exercises in concurrence with county officials, and maintained in accordance with the standards and currentness of the Oakland County EOP.

This plan has been provided to all municipal departments, local elected officials, the County Emergency Management Program and all agencies tasked within the document. It includes this Basic Plan, which provides an overview of the municipality's preparedness and response strategies, and functional annexes that describe the actions, roles and responsibilities of participating organizations.

Situation Overview

- B. The City of Oak Park has taken various preparedness and incident management steps to enhance capabilities in responding to incidents including:

1. The mitigation of potential hazards.
2. Identification of emergency response agencies and mechanisms that will protect life and property before, during and after an emergency.
3. Tasking agencies, organizations, and individuals with specific functions and responsibilities relative to emergency operations. Assigned tasks are explained in further detail under "Organization and Assignment of Responsibilities."
4. Integration with the Oakland County EOP, Oakland County Hazard Mitigation Plan, MEMP, etc.

- C. Community profile:

The City of Oak Park is located in southeastern Oakland County. The community has a population of 29,842 residents. Approximately 5% of residents have been recognized as individuals with Access and Functional Needs. Many of the residents that require Functional Needs Support Services (FNSS) reside in congregate care centers, while others reside in non-group homes where support is provided as needed or on-call.

- D. Hazard and threat analysis:

According to the Oakland County Hazard Mitigation Plan, communities in the county are most vulnerable to: Fires, Flooding, Storms and Tornadoes. Additional manmade hazards may impact public safety in the community. These include, but are not limited to: Civil Unrest, Terrorism, and Hazardous Materials accidents.

There are two sites that contain extremely hazardous materials which are located in the City of Oak Park; FedEx Ground Package System (21200 Greenfield Rd) and CBS Television Stations (20931 Meyers Rd). Facility owners have reported the types of hazardous materials that are stored on-site, as required by the Emergency Planning and Community Right-To-Know Act (EPCRA). Pursuant to SARA Title III requirements, off-site emergency response plans have been developed by the Local Emergency Planning Committee (LEPC) to prepare fire departments for responding to the release of the specific hazardous materials on these sites.

- E. Relationship between municipality and County Emergency Management Program:

Emergency management and response are primarily local responsibilities. However, disasters and emergencies might exhaust the resources and capabilities of local governments. Therefore, The City of Oak Park has chosen to incorporate into the Oakland County Emergency Management Program.

To coordinate emergency management related matters with the County Emergency Management Program, the City of Oak Park has appointed the Director of Public Safety to serve as the Emergency Management Liaison. The Emergency Management Liaison facilitates communication and coordination between The City of Oak Park and county, and is the local point of contact for the County Emergency Management Coordinator (EMC).

Planning Assumptions

- A. The proper implementation of this plan will result in saved lives, incident stabilization, and property protection in The City of Oak Park.
- B. Some incidents occur with enough warning that necessary notification can be issued to ensure the appropriate level of preparation. Other incidents occur with no advanced warning.
- C. Depending upon the severity and magnitude of the situation, local resources may not be adequate to deal with an incident. It may be necessary to request assistance through volunteer organizations, the private sector, mutual aid agreements (MAAs)/memorandums of understanding (MOUs), and/or county, state and federal sources. When provided, these will supplement, not substitute for, relief provided by local jurisdictions.
- D. All emergency response agencies within The City of Oak Park that have been tasked in the plan are considered to be available to respond to emergency incidents. Agencies will work to save lives, protect property, relieve human suffering, sustain survivors, stabilize the incident, repair essential facilities, restore services and protect the environment.
- E. When a jurisdiction receives a request to assist another jurisdiction, reasonable actions will be taken to provide the assistance as requested.
- F. Emergency planning is a work-in-progress; the Support EOP is consistently reviewed and updated.
- G. During an emergency or disaster, parts of the plan may need to be improvised or modified, if necessary, based on the situation.

Concept of Operations

- A. Activation of the Support EOP and declaration of a local state of emergency:

When a threat is perceived, the Emergency Management Liaison activates this Support EOP and the local Emergency Operations Center (EOC) to facilitate activities that ensure the safety of people, property and environment. Pursuant to 1976 PA 390, as amended, the Mayor may declare a local state of emergency for The City of Oak Park if circumstances indicate that the occurrence or threat of widespread or severe damage, injury, or loss of life or property exist. In the absence of the Mayor, pursuant to local legislation, the The City Manager is authorized to declare a local state of emergency. Upon a local declaration, PA 390 authorizes the Mayor to issue directives as to travel restrictions on local roads. To facilitate activities that ensure the safety of people, property and environment, a local declaration also activates this Support EOP and the municipal Emergency Operations Center (EOC). A local state of emergency shall not be continued or renewed for a period in excess of seven days except with the consent of the governing body of the municipality.

- B. The following procedures are conducted and coordinated with the county in response to an incident:
 - 1. The Emergency Management Liaison will perceive the threat, assess the hazard and ensure that municipal emergency response agencies, elected officials and County EMC are notified of the situation.
 - 2. Municipal agencies assess the nature and scope of the emergency or disaster.

3. If the situation can be handled locally, the following guidelines are used:
 - a. The Emergency Management Liaison advises the CEO and coordinates all local emergency response actions.
 - b. The Emergency Management Liaison activates the EOC. The EOC is located at 13800 Oak Park Blvd. If this location is unavailable, the alternate EOC location is 14000 Oak Park Blvd.
 - c. The Mayor declares a local state of emergency, or in her absence the City Manager will declare a local state of emergency. The Emergency Management Liaison notifies the County EMC and forwards the declaration to the County Emergency Management Program.
 - d. Emergency Response Agencies are notified by the Emergency Management Liaison to report to the EOC through telephone contact.
 - e. The CEO directs departments/agencies to respond to the emergency in accordance with the guidelines outlined in this plan and its annexes, and issues directives as to protective actions and travel restrictions on local roads.
 - f. The Emergency Management Liaison keeps the County EMC informed of the situation and actions taken.
4. If the emergency is beyond local control, municipal resources become exhausted, or special resources are needed, county assistance is requested through the County EMC.
5. If county assistance is requested, the County EMC assesses the situation and makes recommendations on the type and level of assistance. The county may also take the following steps:
 - a. Activate County EOC and EOP
 - b. Respond with county resources
 - c. Activate MAA/MOUs to supplement county resources
 - d. Notify MSP/EMSHD District Coordinator
 - e. Make available incident information to MSP/EMSHD and statewide agencies via the Michigan Critical Incident Management System (MI CIMS) online platform, by submitting and maintaining applicable MI CIMS boards and logs.
6. If county resources and capabilities are exhausted, the county requests the Governor to declare a State of Emergency or State of Disaster in accordance with procedures set forth in 1976 PA 390, as amended. If the emergency occurs solely within the confines of the municipality, the county shall not request state assistance or the Declaration of a State of Disaster or Emergency unless requested to do so by the municipal CEO.

Organization and Assignment of Responsibilities

A. Emergency Management Organization:

1. The City of Oak Park emergency management organization is comprised of Eight agencies and departments that are responsible for conducting activities in response to emergencies within the community. To facilitate an effective emergency response, these departments have been assigned to specific emergency functions. All agencies are responsible for implementing pre-disaster activities to prevent, mitigate and prepare for the various hazards that the community is vulnerable to. These activities include awareness training and public education, exercising, preparing Standard Operating Procedures (SOPs) and job aides, hygienic practices to prevent spreading of infectious diseases, stockpiling equipment, regulating land-use, etc.
2. The following table lists the established emergency support functions, assigned agencies, primary points of contact, and phone numbers.

Function	Agency	Primary Contact	Phone
Direction, Control , and Coordination	City Manger's Office	City Manager, Erik Tungate	(248) 691-7406
Communications and Warning	Department of Public Safety	Record's/Dispatch Supervisor, Ted Kozlowski	(248) 691-7527
Damage Assessment	Technical and Planning	Director Robert Barrett	(248) 691-7584
Fire Services	Department of Public Safety	Lieutenant/Fire Marshall, Shawn Tetler	(248) 691-7502
Mass Care, Emergency Assistance, Housing, and Human Services	Recreation Department	Director Laurie Stasiak	(248) 691-7576
Public Health and Medical Services	Department of Public Safety	Lieutenant/Fire Marshall, Shawn Tetler	(248) 691-7502
Public Information	Economic Development & Communications Department	Director Kimberly Marrone	(248) 691-7404
Public Safety	Department of Public Safety	Director of Public Safety Steve Cooper	(248) 691-7501
Public Works	Department of Public Works	Assistant City Manager Kevin Yee	(248) 691-7498

3. The following table lists the alternates designated to represent the emergency functions.

Agency	1 st Alternate	2 nd Alternate
City Manager's Office/Direction, Control and Coordination	Assistant City Manger, Kevin Yee	
Public Safety/Communications and Warning	Director of IT, Ricardo Singson	Community Engagement & Development Specialist, Cotlon Dale
Technical and Planning /Damage Assessment	Deputy Director of Technical and Planning, Dan Fairless	Building Inspector, Jeff Wren
Public Safety/Fire Service	Fire Inspector, Tom Oaks	
Recreation Department/Mass Care and Human Services	Rcreation Coordinator, Maralee Rosemond	Recreation Coordinator, David Pitts
Public Safety/Public Health and Medical Services	Fire Inspector, Tom Oaks	
Economic & Community Development/Public Information	Community Engagement & Development Specialist, Colton Dale	
Public Safety/Department of Public Safety	Deputy Director, Michael Pinkerton	Lieutenant, Troy Taylor
Department of Public Works/Public Works & Debris Management	Deputy Director, Dave DeCoster	Supervisor, Scott Lemarbe

4. The City of Oak Park maintains Eight fulltime departments. All departments contribute to the safety and welfare of the community. Each department employs qualified emergency personnel and maintains equipment that can be used in emergency response. A list of resources available for utilization during incidents can be requested through the Emergency Management Liaison. If resource needs exceed the capabilities of the community, the CEO may activate MAA/MOUs and pre-disaster contracts, or it may become necessary to request county assistance.

B. Responsibilities:

1. The following responsibilities have been assigned to each organization that has been assigned responsibility in this plan:

a. Assist in the development, review and maintenance of Support EOP and County EOP.

- b. Report to the local EOC when activated for scheduled exercises or emergencies.
 - c. Build capabilities and develop/maintain SOPs for specific functions or actions identified in the plan. Continuously review and update procedures.
 - d. Maintain a list of resources available through the departments.
 - e. Establish MAA/MOUs and contracts with other jurisdictions and organizations to supplement municipal resources.
 - f. Activate MAA/MOUs and contracts with other organizations to supplement response activities when local resources become exhausted.
 - g. Train personnel in emergency management functions and NIMS/ICS concepts.
 - h. Protect vital records and other resources deemed essential for continuing government functions and each agency's emergency operations in accordance to procedures and policies.
 - i. Ensure compliance with this plan and the County EOP, and any pertinent procedures and documents that impact the provision of emergency services in the municipality.
2. The annexes attached to this plan further describe nine emergency support functions and their associated responsibilities in mitigation, preparedness, prevention, response and recovery. Annexes include the organizations that are responsible for carrying out the emergency functions, and assign tasks associated with each function.

ANNEXES

The annexes attached to the Basic Plan describe all-hazard functions and include the roles and responsibilities that each responsible agency should consider during an emergency for which the Support EOP has been activated. Each annex contains: the agencies responsible for carrying out a function, their assigned tasks, and the concept of operations.

The annexes attached to this plan include the following functions:

Annex A, Direction, Control, and Coordination

Annex B, Damage Assessment

Annex C, Communications and Warning

Annex D, Fire Services

Annex E, Mass Care, Emergency Assistance, Housing, and Human Services

Annex F, Public Health and Medical Services

Annex G, Public Information

Annex H, Public Safety

Annex I, Public Works (Includes Appendix A – Debris Management Guidelines)

ANNEX A

DIRECTION, CONTROL, AND COORDINATION

The Direction, Control, and Coordination function is responsible for the activation, organization and operation of the local EOC, the facilitation of incident management, response, and recovery efforts, and coordination with the County Emergency Management Program.

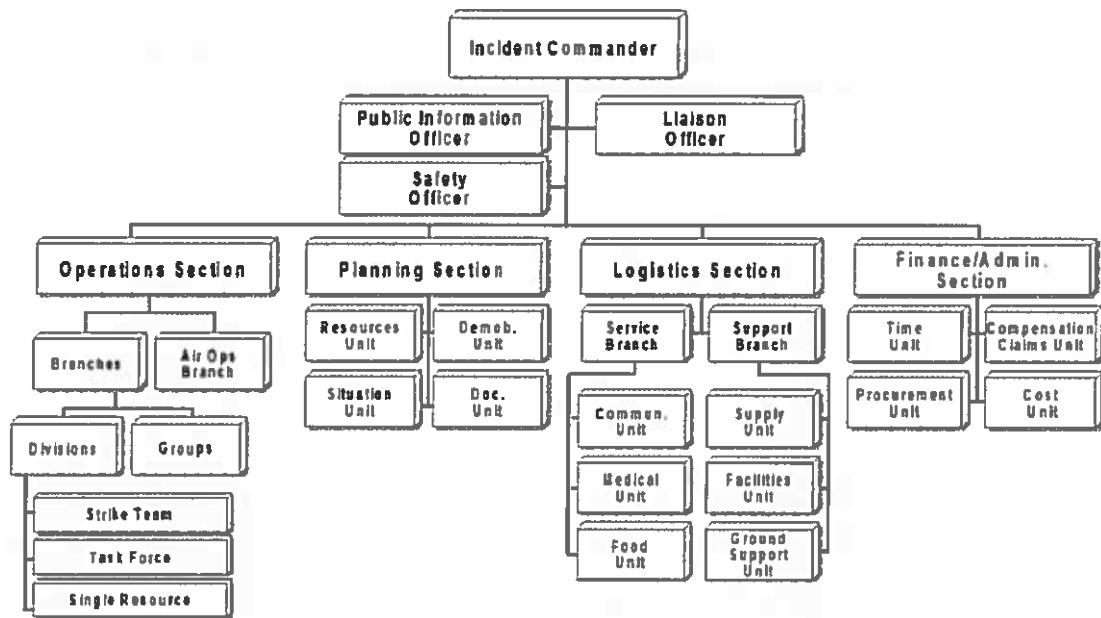
Direction, Control, and Coordination officials will maintain liaison and coordinate emergency management and response activities with the Direction, Control and Coordination function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#5 - Emergency Management/Information & Planning, ESF#7 - Logistics and Resource Support.

Responsible Agency: Executive Office

Direction, Control, and Coordination Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	EOC operations
	Activate the EOC and ensure that appropriate staff is notified.
	Establish a system of coordination, such as ICS (see Figure 1), within the EOC. (Field operations at the ICP are required to utilize ICS.)
	Maintain administrative materials for the EOC, i.e., pencils, paper, maps, and status boards.
	Ensure copies of the Support EOP and EOC SOPs are available to EOC staff.
	Coordinate with law enforcement officials for EOC security.
	Local authority
	Direct and coordinate response activities in accordance with this plan, including prioritizing allocation of scarce resources.
	Relieve jurisdiction employees of normal duties and temporarily reassign them to emergency duties, and employ temporary workers, as necessary.
	Declare a local state of emergency and notify the County
	Issue directives as to travel restrictions on municipal roads.
	Recommend appropriate protective measures to ensure the health and safety of people and property.
	Assistance to other agencies
	Advise the County Emergency Management Coordinator of the situation and maintain liaison with the County Emergency Management Program.
	Establish communications with and provide support to the Incident Command Post (ICP).
	Provide frequent staff briefings and ensure all groups function as planned.
	Inform legislative body of measures taken.
	Review and authorize the release of information to the public through the Public Information Officer (PIO).
	Logistics
	Ensure all resources are made available for response.
	Formulate specific assistance requests to adjacent jurisdictions and the county.
	Activate MAA/MOUs and contracts with other jurisdictions and organizations.
	Provide aid to other communities as provided for in MAA/MOUs.
	Ensure staff maintains logs of actions taken and financial records.

Figure 1. ICS Incident Management Structure



DIRECTION, CONTROL, AND COORDINATION

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
City Manager's Office	City Manager, Erik Tungate

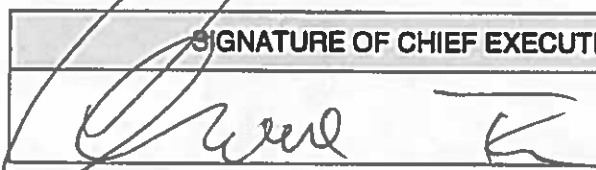
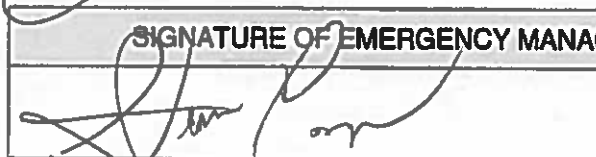
The line of succession for the CEO for representing the Direction, Control, and Coordination function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Assistant City Manager	City Manager's Office Assistant City Manager, Kevin Yee

The line of succession for the Emergency Management Liaison for representing the Direction, Control, and Coordination function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Public Safety	Director, Steve Cooper
Public Safety	Deputy Director, Michael Pinkerton

The CEO and Emergency Management Liaison are responsible for reporting or delegating an individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Direction, Control, and Coordination function.

SIGNATURE OF CHIEF EXECUTIVE OFFICIAL	DATE
	5/6/19
SIGNATURE OF EMERGENCY MANAGEMENT LIAISON	DATE
	5/6/19

ANNEX B

COMMUNICATIONS AND WARNING

The Communications and Warning function is responsible for alerting and notification of key officials, receiving and disseminating warning and critical emergency information to the public, and the establishment, maintenance, and coordination of communication protocols and links between the EOC and other incident facilities.

The Communications and Warning Official will maintain liaison and coordinate emergency management and response activities with the Communications and Warning functions at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#2 – Communications and Supporting Technologies, ESF#15 – External Affairs and Public Information.

Responsible Agency: (e.g., 911 Dispatch Center, IT Department)

Communications and Warning Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	Communication links
	Ensure lines of communication have been established between all agencies represented in the local EOC, their department offices and their staff at the incident site. Available channels for establishing communications includes <u>(communications channels, e.g. telephone, cell phone, radios, pagers, etc.)</u>
	Coordinate communications between municipal and county EOC. Available channels for establishing communications include <u>(communications channels, e.g. telephone, cell phone, radios, pagers, etc.)</u>
	Establish communications links with the adjacent communities and higher levels of government.
	Coordinate warning frequencies and procedures with adjacent communities and other government agencies.
	Disaster warning and information
	Activate public warning systems when instructed to do so by the CEO or Emergency Management Liaison. Warning methods include <u>(warning methods, e.g., social media, door-to-door notification, reverse 911, etc.)</u>
	Ensure that warning messages received through the Law Enforcement Information Network (LEIN), National Warning System (NAWAS), Emergency Alert System (EAS), local weather spotters, or other verifiable means are issued in a timely manner.
	Determine which facilities are endangered by the incident and contact those facilities. Ensure they are contacted when protective actions are rescinded.
	Notify special locations (e.g., schools, hospitals, nursing homes, major industries, institutions, and places of public assembly).
	Ensure that public warning systems provide notification to residents with Access and Functional Needs, such as the elderly, hearing impaired, non-English speakers, individuals with mobility limitations, etc.
	Official notification
	Ensure that all necessary officials have been notified and/or updated about the incident.
	Notify neighboring jurisdictions of impending hazard or hazardous situations when instructed to do so by the Chief Executive Official or Emergency Management Liaison.

COMMUNICATIONS AND WARNING

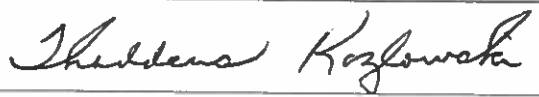
The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Public Safety	Record's/Dispatch Supervisor, Ted Kozlowski

The line of succession for representing the Communications and Warning function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Information Technology	Director of IT, Ricardo Singson
Community Engagement & Development Specialist	Colton Dale

(Record's/Dispatch Supervisor Ted Kozlowski) is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Communications and Warning function.

SIGNATURE OF COMMUNICATIONS AND WARNING OFFICIAL	DATE
	8 April 2019

ANNEX C

DAMAGE ASSESSMENT

The Damage Assessment (DA) function is concerned with the process of documenting damage from emergencies in the community. Information gathered may be used to determine the extent of damage and impact on the community resulting from an incident to justify future federal funding, declarations of emergency, and disaster proclamations. An accurate damage assessment is a necessary part of the recovery phase and determines qualification for state and federal disaster aid.

The Damage Assessment Official will maintain liaison and coordinate emergency management and response activities with the DA function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#5 - Emergency Management/Information Planning, ESF#14 – Recovery.

Responsible Agency: (e.g., Assessing Office, Building Department)

Damage Assessment Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan.
	Damage assessment
	Maintain current list of DA field team members.
	Maintain damage assessment field team supplies for contingency purposes, i.e., MSP/EMSHD Pub 901 Michigan Damage Assessment Handbook, blank forms, flashlights, cameras, pencils, paper, maps, etc.
	Activate DA field teams.
	Collect both public and private damage assessment information.
	Record initial information on damages from first responders.
	Augment DA field teams, as the situation dictates.
	Dissemination of DA information
	Provide an initial DA to EOC staff.
	Provide and verify DA information to the CEO and, if necessary, assist in preparation of a local state of emergency declaration.
	Prominently display DA information in the EOC, including maps, situation updates and assessment data.
	Provide the PIO with current DA information for release to the public.
	Provide DA data to the Emergency Management Liaison. The Emergency Management Liaison will forward information to the County Emergency Management Program for submission in MI CIMS; MICIMS damage assessment data should be entered within 72 hours of incident onset.
	Logistics
	Maintain a status list of requested resources.
	Compile and maintain a record of expenditures for personnel, equipment, supplies, etc.

DAMAGE ASSESSMENT

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Technical and Planning	Director of Technical and Planning/Building Division, Robert Barrett

The line of succession for representing the DA function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Deputy Director of Technical Planning/Building, Dan Fairless	Technical and Planning/Building Division
Building Inspector, Jeff Wren	Technical and Planning/Building Division

(Director, Robert Barrett) is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the DA function.

SIGNATURE OF DAMAGE ASSESSMENT OFFICIAL	DATE
	5/6/19

ANNEX D

FIRE SERVICES

The Fire Services function is concerned with detecting and suppressing wild land, rural, and urban fires and any of these that result from, or occur coincidentally with, an incident response.

The Fire Services Official will maintain liaison and coordinate emergency management and response activities with the Fire Services function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#4 – Firefighting, ESF#9 – Search & Rescue, ESF#10 – Hazardous Materials.

Responsible Agency: (e.g., Fire Department)

Fire Services Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	Response activities
	Coordinate fire response and search and rescue activities with appropriate personnel at the County Emergency Management Program, including assistance to regional special teams such as Regional Response Teams, Michigan Task Force One (MI-TF1) Urban Search and Rescue, MABAS 3201, MABAS 3202, bomb squads, etc.
	Respond to hazardous materials spills.
	Coordinate with the County EMC and the State of Michigan in the decontamination of affected citizens and emergency workers after exposure to CBRNE hazards.
	Assist in searching for bombs and explosive devices in connection with terrorism or weapons of mass destruction (WMD) events.
	Assistance to other agencies
	Advise EOC staff about fire and rescue activities.
	Provide communications and other logistical supplies, as needed.
	Assist with evacuations.
	Assist in damage assessment operations.
	Assist in warning the population. Loud speakers on fire vehicles or door-to-door warning may be utilized.
	Assist in salvage operations and debris clearance.

FIRE SERVICES

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Public Safety Department	Lieutenant/Fire Marshall, Shawn Tetler

The line of succession for representing the Fire Services function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Public Safety Department	Fire Inspector Thomas Oaks

(Lieutenant, Shawn Tetler) is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Fire Services Functions.

SIGNATURE OF FIRE SERVICES OFFICIAL	DATE
	5/7/19

ANNEX E

MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES

This function is concerned with issues related to the provision of mass care, emergency assistance, housing, and human services to disaster survivors, including those that require Functional Needs Support Services, throughout the prevention, preparedness, mitigation, response, and recovery phases of disasters and emergencies.

The Mass Care, Emergency Assistance, Housing, and Human Services Official will maintain liaison and coordinate emergency management and response activities with the Mass Care functions at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#2 – Communications and Supporting Technologies, ESF#6 – Mass Care, Shelter and Human Services, ESF#17 – Animal Care.

Responsible Agency: (e.g., Recreation Department, Housing Office)

Mass Care, Emergency Assistance, Housing, and Human Services Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	Disaster-related needs
	Coordinate activities of municipal departments that provide mass care and human services.
	Coordinate with the County Emergency Management Program, the American Red Cross (ARC) and other agencies to distribute food, water, and clothing, and meet other basic needs of disaster survivors and emergency responders.
	Coordinate to provide transportation for disaster survivors and emergency responders.
	Arrange for the provision of crisis counseling to disaster survivors and emergency responders.
	Coordinate procedures for the tracking of family members and reunification of families.
	Identify and account for personal property that may be lost during a disaster.
	Coordinate with the County EOC to establish procedures for the registration and management of volunteers and donations.
	Coordinate with agencies in the community that work with individuals with access and functional needs to ensure disaster related needs are met.
	Protective action
	Coordinate the provision of transportation for evacuation.
	Provide staff and resources to manage open shelters.
	Coordinate care for individuals at shelters and for those who have been sheltered-in-place.
	Determine whether shelters must be opened long or short-term.
	Provide guidance/policies for the care of household pets that are brought to shelters by evacuees (only service animals are allowed into ARC shelters).
	Pre-identified shelter locations include: <u>(shelter locations; information on pre-identified shelter locations should be available from the County Emergency Management Program or ARC)</u>

MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES

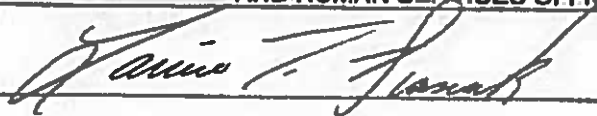
The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Recreation Department	Director Laurie Stasiak

The line of succession for representing the Mass Care, Emergency Assistance, Housing, and Human Services function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Recreation Department	Recreation Coordinator, Maralee Rosemond
Recreation Department	Recreation Coordinator, David Pitts

(Director Laurie Stasiak) is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Mass Care, Emergency Assistance, Housing, and Human Services function.

SIGNATURE OF MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES OFFICIAL	DATE
	5-3-19

ANNEX F

PUBLIC HEALTH AND MEDICAL SERVICES

The Public Health and Medical Services function is responsible for assessing public health and medical needs, health surveillance, and provision of medical care personnel, supplies and equipment.

The Public Health and Medical Services Official will maintain liaison and coordinate emergency management and response activities with the Public Health and Medical Services function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#8 – Public Health and Medical, ESF#17 – Animal Care.

Responsible Agency: (e.g., Fire Department, EMS agency)

Public Health and Medical Services Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	Patient care
	Coordinate with medical providers and shelter managers to staff medical personnel at shelters.
	Identify the transportation resources and personnel needs to transport disaster survivors to temporary care centers.
	Provide transportation of patients and assist hospitals with transfer of patients.
	Ensure identification and notification of disaster survivors and emergency responders in need of crisis counseling and/or debriefing.
	Coordinate the monitoring of disaster survivors and emergency responders for exposure to chemical, radiological, or biological contaminants, and assist in their decontamination.
	Public health
	If necessary, identify a site for a temporary morgue. NOTE: The medical examiner is responsible for identifying the deceased. Law enforcement and EMS may provide additional support in collecting and transporting.
	Assist with animal and pet control and support the county Animal Control Unit in the quarantine and disposal of diseased animals.

PUBLIC HEALTH AND MEDICAL SERVICES

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Public Safety	Lieutenant Shawn Tetler

The line of succession for representing the Public Health and Medical Services function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Public Safety	Fire Inspector Thomas Oaks

(Lieutenant, Shawn Tetler) is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Health and Medical Services function.

SIGNATURE OF HEALTH AND MEDICAL OFFICIAL	DATE
	5/7/19

ANNEX G

PUBLIC INFORMATION

The Public Information function ensures accurate, coordinated, timely, and accessible information is disseminated to governments, media, the general public, and the private sector throughout the prevention, preparedness, mitigation, response, and recovery phases of disasters and emergencies.

The Public Information Official will maintain liaison and coordinate emergency management and response activities with the Public Information function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#15 – External Affairs and Public Information.

Responsible Agency: **(e.g., Executive Office)**

Economic Development & Communications Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan.
	Pre-disaster public education
	Assist the Emergency Management Liaison in developing educational materials on the hazards facing the community and explaining what people can do to protect themselves to recover from incidents.
	Ensure that written materials/social media are developed for non-English speaking individuals or others who require FNSS.
	Disaster warning and information
	Coordinate with the County to develop and release updated EAS messages based on incoming information.
	Coordinate with the County to document which EAS messages have been delivered over radio and television.
	Ensure that accurate information is disseminated describing such items as the locations of shelters, missing persons information hotline, volunteer hotline, rumor control hotline, etc.
	Distribute prepared public educational materials.
	Media coordination
	Establish and maintain contact with the EOC and/or the ICP.
	Prepare press releases and ensure that all press releases and official information is reviewed by <u>(positions that will review press releases, e.g. CEO, City/Township Manager, etc.)</u> .
	Verify that information is accurate before releasing it to the media.
	Schedule media briefings.
	Establish a Public Information Center as the central point from which municipal news releases are issued at <u>(location)</u> .
	Assist the county in establishing a Joint Information Center (JIC; the JIC can be used by agency representatives for releasing information to the news media).
	Coordinate public information activities with the County PIO and the JIC.
	Schedule interviews between the CEO and media agencies.
	Monitor all forms of media, both traditional and social, for rumors, and address rumors as soon as possible

ECONOMIC DEVELOPMENT AND COMMUNICATIONS

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Economic and Community Development	Director Kimberly Marrone

The line of succession for representing the Public Information function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Community Engagement & Development Specialist, Colton Dale	Community Engagement & Public Information

(Director, Kimberly Marrone) is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Information function.

SIGNATURE OF PUBLIC INFORMATION OFFICIAL	DATE
<i>Kimberly Marrone</i>	5-3-19.

ANNEX H

PUBLIC SAFETY

The Public Safety function is concerned with ensuring the safety of all citizens, maintaining law and order, protecting public and private property and providing protection for essential industries, supplies and facilities.

The Public Safety Official will maintain liaison and coordinate emergency management and response activities with the Public Safety function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#13 – Public Safety and Security/Law Enforcement, ESF#17 – Animal Care, ESF#18 – Military/Defense Support to Civil Authorities.

Responsible Agency: **(e.g., Police Department)**

Public Safety Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan.
	Response activities
	Provide security and access control at critical facilities and incident sites.
	Implement any curfews ordered by the governor or CEO.
	Enforce evacuation orders and assist in evacuations.
	Ensure prisons and jails are notified of potential threat and determine whether proper safety and security precautions are being taken.
	Implement urban search and rescue capabilities, including animals.
	Investigate incident and provide intelligence information to county, state and federal officials.
	Transportation
	Secure unusable roads. (Use Fire Services and Public Works for support, if necessary).
	Identify routes that need barricades and signs. Request necessary assistance from Public Works.
	Ensure vehicles on evacuation routes are removed. If necessary, request that Public Works agencies move vehicles off the road. Maintain record of where vehicles are being taken.
	Coordinate with the Road Commission or Public Works in rerouting traffic and putting the appropriate signs in place.
	Assistance to other agencies
	Assist Warning function in warning the public, when necessary.
	Assist the medical examiner with mortuary services.
	Assist families isolated by the effects of the disaster.

PUBLIC SAFETY

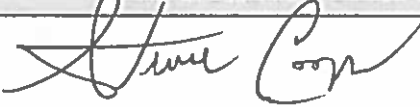
The following agencies are responsible for this annex:

AGENCY	TITLE OF CONTACT
Public Safety Department	Director, Steve Cooper

The line of succession for representing the Public Safety function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Public Safety Department	Deputy Director, Michael Pinkerton
Public Safety Department	Lieutenant, Troy Taylor
Public Safety Department	Lieutenant, Samantha Kretschmar

(Director, Steve Cooper) is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Safety function.

SIGNATURE OF PUBLIC SAFETY OFFICIAL	DATE
	5/3/2019

ANNEX I

PUBLIC WORKS

The Public Works function is responsible for conducting pre- and post-incident assessments, ensuring critical services are met through existing contracts, providing technical assistance and engineering expertise and construction management, providing emergency repair of damaged public infrastructure and critical facilities, and the clearing of debris from public roads.

The Public Works Official will maintain liaison and coordinate emergency management and response activities with the Public Works function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#1 – Transportation/Transportation Infrastructure, ESF#3 – Public Works and Engineering and ESF#12 – Energy and Energy Infrastructure.

Responsible Agency: (e.g., Public Works Department)

Public Works Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan
	Response activities
	Coordinate debris removal activities (see Appendix A for Debris Management Guidelines)
	Coordinate activities designed to control the flow of floodwater.
	Damage assessment
	Provide engineering expertise to inspect public structures and determine if they are safe to use.
	Provide DA information for roads, bridges, buildings, infrastructure, etc. to DA function.
	Transportation
	Provide barricades and signs for road closures and boundary identification (to include activating MAA/MOUs if additional barricades are needed).
	Provide technical expertise in road weight limits, road capacity, etc., to determine whether evacuation routes are adequate for traffic flow.
	Notify law enforcement of the location(s) of disabled vehicles.
	Contact appropriate Michigan Department of Transportation (MDOT) and county transportation officials to request travel restrictions on state and county roads, if necessary.
	Assistance to other agencies
	Assist in identifying access control areas.
	Assist with urban search and rescue activities, if necessary.
	Maintain contact with local utilities to determine the extent and cause of damage and outages. Report this information and restoration schedules to EOC staff.
	Coordinate with utility companies in the restoration of essential services.
	Logistics
	Provide vehicles and personnel to transport essential goods, such as food and medical supplies, when directed by the EOC staff.
	In conjunction with public health, help identify sources of potable water.
	Assist in identifying and obtaining the appropriate construction equipment to support disaster response and recovery operations.
	Provide emergency generators and lighting.

PUBLIC WORKS

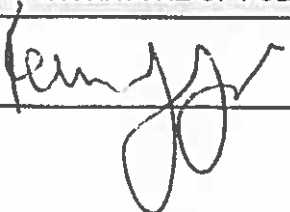
The following agencies are responsible for this annex:

AGENCY	TITLE OF CONTACT
Public Works	Assistant City Manager, Kevin Yee

The line of succession for representing the Public Works function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Deputy Director, Dave DeCoster	Public Works
Supervisor, Scott Lemarbe	Public Works

(Assistant City Manager, Kevin Yee) is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Works function.

SIGNATURE OF PUBLIC WORKS OFFICIAL	DATE
	5/3/19

APPENDIX A

Debris Management Guidelines

The Department of Public Works is responsible for debris management activities. The following guidelines represent a checklist of actions that agency officials must consider for providing effective debris management.

Guidelines:

Debris Clearance – *Occurs in the first 24-72 hours and generally focuses on clearing roadways for emergency vehicles & rescue operations to have unobstructed routes to critical facilities*

- a. Maintain detailed record keeping (critical for possible reimbursement)
 - i. Document all expenses and time involved in the debris removal process
- b. Coordinate with public utilities and waste haulers
- c. Consider how to handle access to private property
 - i. Right-of-entry, hold-harmless agreements
- d. Consider health & safety concerns (obtain detailed safety plans from contractors)
- e. Obtain any necessary permits and/or waivers

Debris Removal – *The management and disposal of accumulated debris after life-safety has been addressed*

- f. Consider the following steps in the debris management process:
 - i. Removal
 - ii. Transportation/hauling routes
 - iii. Temporary storage/staging site selection & management
 - 1. Consider water tables, affected populations, terrain
 - iv. Monitoring/load tickets/weights & measures
 - v. Sorting/Processing
 - vi. Recycling of applicable materials
 - vii. Reduction (Chipping, grinding, burning)
 - viii. Final disposition/landfill or other

When Trash Removal Providers are Individually Contracted by Residents:

- a. If the jurisdiction does not provide trash removal services to residents under normal circumstances, after a large emergency, if the private company is unable or unwilling to remove the debris, it will become the responsibility of the local jurisdiction to ensure health and safety to their residents.
- b. Contact local private companies to see what, if any, services they will provide their contracted residents with debris removal caused by an emergency.
- c. Track all costs associated with the debris removal.
- d. Contact DPW (if applicable) to determine what equipment is owned by the jurisdiction and if any can be used for this purpose.
- e. Contact neighboring communities who provide trash removal on a daily basis. If they were unaffected by the disaster, see if they can provide some assistance for equipment, temporary storage locations and/or transport to landfill.

- f. Identify a location (possibly parking lot) that can be used for temporary storage site of garbage.
- g. Request guidance from DEQ on permits and licenses.
- h. Contact landfill to set-up contract, rates and drop off schedule.
- i. Set hours and map out pick-up locations of affected areas. Send out public messages regarding the services available and process.
- j. Consider requiring residents to drop off debris to one identified site. The jurisdiction won't need the trucks, staff or logistics for curb side removal but will have to load semi-trucks and take to landfill.

**ASSESSMENT CONTRACT
FOR CITY OF OAK PARK, OAKLAND COUNTY, MICHIGAN**

WHEREAS, City of Oak Park, hereinafter called "City", with its principal offices located at 14100 Oak Park Blvd, Oak Park, Michigan, 48237, is interested in having all real property and all personal property assessed and having said assessments maintained on an annual basis.

WHEREAS, WCA Assessing, with principal offices located at 38110 Executive Drive, Suite 200, Westland, Michigan 48185, hereinafter called the "Company", is interested in the contract for assessment and maintenance work for City property effective June 1, 2019;

IT IS THEREFORE AGREED:

1. Company agrees to plan, administer and provide overall supervision of property appraisal programs for assessment purposes; maintain appropriate levels of qualified staff to ensure work is completed to achieve overall department goals. The company is familiar with the laws, regulations and directives regarding the appraisal of real and personal property for assessment purposes with the State of Michigan.
2. Company has policies and procedures for staff in determining true cash value of assessable real and personal property including locating, identifying and inventorying quantity and characteristics of the property for determining the appropriate value and classification. During the term of this agreement, an Advanced Michigan Assessing Officer, or Master Michigan Certified Assessing Officer shall act as the assessor of record and supervise the preparation of the 2020, 2021, and 2022 assessment rolls, utilizing the services and personnel proposed herein.
3. Company agrees to respond to inquiries and requests for assessment information from the public. The City agrees to provide office space within the City Hall, or other City owned buildings for the completion of the terms of this contract. The office space shall be made available so as to not impede the performance of the department. Any days in which the Company is scheduled to be in the office but the office is closed due to holidays, acts of God, educational purposes, or any other causes beyond the control of the Company, shall be considered included within the hours to complete this agreement. The purpose of office hours are:

- To meet with City staff to answer questions and give advice;
 - To be available to assist with providing information and answering inquiries of taxpayers/residents/others.
 - Serves as a liaison between the City and prospective business and industry investors; acts as a resource for City citizens by responding to inquiries and interpreting State laws.
 - To perform certain other functions as described herein.
4. Company agrees to oversee maintenance of departmental files including property records/cards, physical data, legal descriptions, splits and combinations of parcels, ownership transfers, and strives to identify new/improved methods for carrying out the responsibilities of the department.
 5. Company agrees to represent the City in defending assessments appealed to the Michigan Tax Tribunal (MTT) if requested to do so by the City Manager. The company shall be available to defend all assessments to the MTT as needed during this contract.
 6. If Company is retained by the City, the City agrees that responses to the Full MTT shall be prepared by the Company's legal staff. City agrees to provide full cooperation with Company's legal staff. Should expert witnesses and/or preparation of respondent's valuations disclosures be necessary, the Company shall notify the City Manager of such requirement.
 7. Company agrees throughout the term of this contract to provide field inspections of all properties as necessary; to perform assessment ratio studies to determine true cash value; to perform personal property canvasses to ensure all personal property is equitably assessed; to update property records and ensure notification of annual assessment changes. All assessments completed by Company throughout the term of this contract will be in adherence to State Tax Commission procedures as to the valuation method, assessment manual, personal property multipliers, and general requirements. Company agrees to perform the duties of the certifying assessor for said City including but not limited to;
 - Inspect, revise, and re-evaluate property record cards with new construction, demolition, and property splits.
 - Perform neighborhood market studies and land value analyses throughout the term of this contract.
 - Prepare assessment roll(s), all county and state equalization forms and requirements as determined by the State tax Commission.

- Provide digital photographs of all properties visited for maintenance purposes.
 - Working with the Building Department to ensure all new property is equitably assessed.
 - Prepare all new property record cards in compliance with State tax Commission requirements.
 - Attend, prepare, and work with all Boards of Review.
 - Assist City in establishment of any IFT, CFT, DDA, TIFA, Brownfield, or other statutory tax incentive program as established by the legislature.
8. Company agrees to meet with the City Manager and/or other designated staff of the City to review progress that the Company has made towards meeting the terms of this proposal/agreement, preparation of assessment rolls, and other matters parties deem necessary to review. In addition the Company will suggest any budgetary information necessary to upgrade and/or improve the City's assessment process.
 9. City agrees that in addition to the responsibilities provided herein, the staff of the City shall provide full and reasonable cooperation to the Company in completion of the herein-stated services.
 10. The Company shall be liable to the City, and hereby agrees to indemnify and hold the City harmless but only to the extent of its insurance coverage set forth below, against all claims covered by said insurance coverage arising out of the performance of the services rendered hereunder caused by any negligent conduct, intentional conduct, or act of the Company or any of its employees in the performance of this contract that are covered by the policies listed in subparagraphs "a" through "c" below.

The Company will carry the following insurance coverage at all times during this agreement:

a. Comprehensive general liability insurance covering the Company and the City in the project with not less than the following limits of liability; bodily injury or death, \$1,000,000 each person and subject to the same limit for each person; \$1,000,000 for two or more persons in any occurrence; property damage, \$1,000,000 each occurrence; \$2,000,000 annual aggregate.

b. Worker's Disability Compensation Insurance, securing compensation for the benefit of the employees of the Company, as required by Worker's Disability Compensation Act of State of Michigan.

c. The Company shall also carry professional liability and errors and omissions insurance with not less than \$2,000,000 limit of liability for each claim and in the aggregate including claim expenses. However, the City understands that it cannot be listed an additional insured under this type of policy. Should the City or its officers, directors, employees, and elected officials ever be held financially liable for any error or omission of the Company and seek indemnification from Company as a result thereof, under no circumstance shall the Company's cumulative liability to the City or its officers, directors, employees and elected official exceed the coverage of the errors and omissions policy referenced herein.

All required insurance shall be maintained with responsible insurance carriers qualified to do business in the State of Michigan. As soon as practicable upon execution of this contract and upon commencing any performance hereunder, the Company shall deposit with the City the previously mentioned policies of insurance or certificates therefore. During the duration of this contract, a copy of said insurance or certificate shall be given to the City Clerk at the beginning of each year.

11. The Company shall not be held liable for any damages caused by strikes, explosions, war, fire or act of nature that might stop or delay the progress of work. In the event of a claim against the City relating to any act or failure to act of the Company that is not covered by the insurance coverage as set forth above, the City has no right to indemnification from Company.
12. The City and Company agree that the relationship of the City and Company is that of a client and contractor and not of that of an employer and employee and should not be construed as such.
13. In the event that the Company shall not be in substantial compliance with the terms of this agreement, the City shall give the Company written notice of said breach and thirty (30) days to cure the breach. If the Company fails to cure the breach within thirty (30) days after such notice, the City may terminate this Contract immediately without further notice or liability to the Company, other than for permitted fees and expenses accrued through the date of termination.
14. The City and Company agree that the Company shall not assign or transfer neither this agreement nor any portion therein without first receiving written approval from the other party.

15. The City agrees to pay the Company as follows;

June, 2019 to May, 2020.....\$ 163,375
June, 2020 to May, 2021.....\$ 170,949
June, 2021 to May, 2022.....\$ 177,787

The payments shall be made in twelve (12) equal installments due on the fifteenth (15th) day of each month.

The City's representation for all Michigan Tax Tribunal petitions *not in the Small Claims Division*, shall be provided by Company's para legal staff, possessing experience in the representation of municipalities before the Michigan Tax Tribunal at the rate of:

June, 2019 to May, 2020.....\$\$135.20 / Hourly
June, 2020 to May, 2021.....\$\$140.60/ Hourly
June, 2021 to May, 2022.....\$\$146.22/ Hourly

The City's representation for all Michigan Tax Tribunal petitions not in the Small Claims Division *relative to Tribunal Hearings*, shall be provided by Company's legal staff, possessing experience in the representation of municipalities before the Michigan Tax Tribunal at the rate of:

June, 2019 to May, 2020.....\$\$162.25 / Hourly
June, 2020 to May, 2021.....\$\$168.00 / Hourly
June, 2021 to May, 2022.....\$\$ 175.50 / Hourly

16. MICHIGAN TAX TRIBUNAL APPRAISAL SERVICES PLUS SPECIAL PROJECTS

Appraisal services rendered by the Company in Full Claims Michigan Tax Tribunal matters, and or any special services requested and approved by the City, shall be provided to the City at the rate of:

	06/2019 05/2020	06/2020 05/2021	06/2021 05/2022
Title			
Appraiser Aide	\$45.30.....	\$47.13	\$49.00
Appraiser	\$62.80	\$65.37	\$68.00
Level III Appraiser	\$111.40	\$115.86	\$120.50
Assessor	\$128.00	\$133.11	\$138.44

Hourly fees include clerical costs and overhead for the Company.

17. Michigan Tax Tribunal appraisal services and requested special projects are separate from normal assessment and appraisal functions.

18. The City and Company agree that the term of this contract shall begin June 1, 2019 and expire May 31, 2022. The term of this agreement may be extended, by amendment, if mutually agreed upon in writing by each party.
19. The City and Company agree this contract is entered into subject to the charter and ordinances of the City and the applicable laws of the State of Michigan.
20. The Company agrees that in the performance of this contract neither the Company nor any person acting on its behalf will refuse to employ or refuse to continue in any employment any person because of race, creed, color, national origin, sex, or age. The Company will in all solicitations or advertisements for employees placed by or on behalf of the Company state that all qualified applicants shall be considered for employment without regard to race, creed, color, national origin, sex, or age.
21. The Company shall acknowledge receipt of and comply with the City's ethics policy, computer usage policy or other signed documents
22. The City agrees the Mayor and City Clerk possess complete authority by resolution of the City Council or otherwise to execute this agreement on behalf of the City.

WITNESSES:

WCA ASSESSING:

By: _____
Doug Shaw, for WCA Assessing,
as its Member

WITNESSES:

CITY OF OAK PARK:

By: _____
Marian McClellan, MAYOR

By: _____
Erik Tungate, CITY MANAGER

STATE OF MICHIGAN)

)SS

I, _____, a Notary Public in and for said County, in the State aforesaid, do hereby certify that on the _____ day of _____, 20____, Doug Shaw doing business as WCA Assessing, known to me to be the person whose name is subscribed to on the foregoing instrument, appeared before me this day in person and acknowledged that he signed, sealed, and delivered the said instrument as his free and voluntary act, for the uses and purposes therein set forth.

NOTARY PUBLIC

_____, County, Michigan

My Commission Expires: _____

STATE OF MICHIGAN)

}SS

Be it remembered that on this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the County and State aforesaid, came Marian McClellan, Mayor for City of Oak Park, and Erik Tungate, City Manager for City of Oak Park, a Municipal Corporation duly organized, incorporated and existing under and by virtue of the laws of the State of Michigan, known to me to be the persons who executed the foregoing instrument of writing on behalf of said Municipal Corporation, and such persons duly acknowledged the execution of the same to be their act and deed of said Municipal Corporation.

In testimony whereof, I have hereunto set my hand and affixed by official seal the day and year last above written.

NOTARY PUBLIC

_____, County, Michigan

My Commission Expires:

Jackson, MI 49203
Ph: 517.787.6503
Fx: 517.788.8111
rehmann.com

October 17, 2017

Mr. Erik Tungate, City Manager
City of Oak Park, Michigan
13600 Oak Park Blvd
Oak Park, Michigan 48237

Re: Audit Contract Extension Proposal

Dear Mr. Tungate:

We are pleased to submit this proposal to extend the current contract for the audit of the City's financial statements for the year ending June 30, 2018 and beyond (i.e., for alternative contract end dates). The current contract expires following the issuance of our report on the financial statements for the year ended June 30, 2017, although the City has two option years remaining on the current contract.

While we would certainly be open to discussing any combination of base and option year alternatives the City would like to explore, we have provided for your consideration the following:

1. Remain with the existing contract that provides options for the fiscal 2018 and 2019 audits.
2. Modify the existing contract to add options for three more fiscal years (2020 through 2022).
3. Replace the existing contract with a five-year fixed term contract (2018 through 2022).
4. Replace the existing contract with a five-year fixed term contract (2018 through 2022) that also has two options years (fiscal 2023 and 2024) at the same year five prices.

We appreciate the opportunity to provide this proposal and will be glad to address any questions you have or alternatives you would propose. Thank you.

Sincerely,

Rehmann Robson LLC



Mark T. Kettner, CPA, CGFM
Principal

City of Oak Park, Michigan
Price Proposal - Audit Contract Extension (prepared 10/17/17)
(Maximum not-to-exceed fee)

	<u>Total</u>
Option #1 - existing option years from current contract	
Year ending June 30, 2018	\$ 50,000
Year ending June 30, 2019	51,500
Option #2 - existing option years plus three add'l option years	
Year ending June 30, 2018	\$ 50,000
Year ending June 30, 2019	51,500
Year ending June 30, 2020 (City option)	52,800
Year ending June 30, 2021 (City option)	54,100
Year ending June 30, 2022 (City option)	55,500
Option #3 - five year contract	
Year ending June 30, 2018	\$ 47,000
Year ending June 30, 2019	48,500
Year ending June 30, 2020	50,000
Year ending June 30, 2021	51,500
Year ending June 30, 2022	53,000
Option #4 - five year contract plus two option years	
Year ending June 30, 2018	\$ 47,000
Year ending June 30, 2019	48,500
Year ending June 30, 2020	50,000
Year ending June 30, 2021	51,500
Year ending June 30, 2022	53,000
Year ending June 30, 2023 (City option)	53,000
Year ending June 30, 2024 (City option)	53,000

Note : The above quoted fees may be subject to renegotiation in the event of significant changes in the scope of the audit or the financial activities of the City. Also, the above quoted fees do not include services not directly related to performing the annual audit or not reasonably anticipated in performing such an engagement.

Also, the above quoted fees do not included fees for the audit of federal awards pursuant to the Uniform Guidance; if such an audit is required the additional fee will range from \$3,000 to \$3,500 depending on the nature and extent of funding.

Finally, the above quoted fees do not include such additional audit procedures that may be required (to the extent that they are significant) by the AICPA for the implementation of significant new standards, such as GASB 84 (related to fiduciary activities) or GASB 87 (related to leases).

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** May 20, 2019**AGENDA #**

SUBJECT: Proposals for professional services for 2019-2020 calendar and magazine printing and postage.

DEPARTMENT: Economic Development and Communications

SUMMARY: Attached is a tabulation of proposals for calendar and magazine printing and postage. The low proposal, submitted by Dearborn Lithographics, is for a total amount of \$43,531 for fiscal year 2019-2020. During the budgeting process the cost of postage was not included for the magazine and therefore will require a budget increase of \$3,231.

FINANCIAL STATEMENT: Funding is available in the Water and Sewer Fund of \$6,000 and in the Communications Budget Printing and Publications \$34,300. A budget amendment will need to be approved for the additional cost of \$3,231.

RECOMMENDED ACTION: It is recommended that the proposal from Dearborn Lithographics for professional services for 2019-2020 calendar and magazine printing and postage, be approved for total amount of \$43,531 and the Printing and Publications budget 101-22.806.900.000 be amended with an increase of \$3,231 for fiscal 2019-2020.

APPROVALS:

City Manager: _____

Department Director: _____

Director of Finance: _____

Legal: _____ NA

Budgeted: ☒**EXHIBITS:** Proposal Tabulation

Oak Park Magazine and Recreation Program Guide

Specs:	Dearborn Lithographic		Beshara		Compton Press		Zip Printing	
	Magazine	Calendar	Magazine	Calendar	Magazine	Calendar	Magazine	Calendar
No. of pages	24 total pages + one edition 28 pages to include water quality report		24 total pages + one edition 28 pages to include water quality report		24 total pages + one edition 28 pages to include water quality report		24 total pages + one edition 28 pages to include water quality report	
No. of editions per year	4	1	4	1	4	1	4	1
Quantity	16,000	16,000	16,000	16,000	16,000	16,000	16,000	
Quotes:								
Typeset, design, edits and final	included in price	included in price	additional cost	additional cost	additional cost	additional cost	additional cost	additional cost
Printing, drying, cutting, folding and collating, saddle-bound stitch, mail sorted and delivered	\$ 28,332	\$ 8,999.00	\$ 27,722	could not provide quote	\$ 23,170	\$ 9,370.00	could not meet requirements	could not meet requirements
Mail prep, if separate								
U.S. Postal Service Delivery (if under 3 oz.)	\$ 8,400	\$ 2,800.00	\$ 8,400		\$ 8,400	\$ 2,800.00		
Total cost each	\$ 91,732	\$ 11,799	\$ 36,122	\$ -	\$ 31,570	\$ 12,170	NO BID RECEIVED	
GRAND TOTAL FOR BOTH	\$ 43,531		\$ 36,122	Does not include	\$ 43,740			

2019

Magazine

	<u>Dearborn Lith</u>	<u>Beshara</u>	<u>Compton Press</u>	<u>Zip Printing</u>
<u>Specs:</u>				
Pages	24x3 + 28	24x3 + 28	24x3 + 28	Unable to meet Requirements
Color	Full	Full	Full	
Bleeds	Yes	Yes	Yes	
Dimensions	8.5x11	8.5x11	8.5x11	
Quantity	16,000	16,000	16,000	
<u>Quotes:</u>				
Printing \$	23,332.00	\$ 27,722.00	\$ 23,170.00	
Postage \$	8,400.00	\$ 8,400.00	\$ 8,400.00	
Total \$	31,732.00	\$ 36,122.00	\$ 31,570.00	

Calendar

	<u>Dearborn Lith</u>	<u>Beshara</u>	<u>Compton Press</u>	<u>Zip Printing</u>
<u>Specs:</u>				
Pages	36	36	36	Unable to meet Requirements
Color	Full	Full	Full	
Bleeds	Yes	Yes	Yes	
Dimensions	8.5x11	8.5x11	8.5x11	
Quantity	16,000	16,000	16,000	
<u>Quotes:</u>				
Printing \$	8,999.00	- \$	9,370.00	
Postage \$	2,800.00	\$ 2,800.00	\$ 2,800.00	
Total \$	11,799.00	INCOMPLETE	\$ 12,170.00	
<u>Total</u>	<u>\$ 43,531.00</u>	<u>Incomplete</u>	<u>\$ 43,740.00</u>	

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF: May 20, 2019****SUBJECT: Update on Tax Foreclosed Properties – FPJ Investment****DEPARTMENT: Economic Development and Communications**

SUMMARY: In the fourth year of the Tax Foreclosure Program, the City selected two developers to work with on the purchase of residential properties and vacant lots in last year's tax foreclosure process. For the fourth year in a row we have worked with a company that was previously known as Global Realty and now is called FPJ Investments LLC. They are here tonight to present an update on their progress to date per the agreement with the City of Oak Park.

FINANCIAL STATEMENT:**RECOMMENDED ACTION:****APPROVALS:**City Manager: *[Signature]*Department Director: *[Signature]*Director of Finance: *[Signature]*Budgeted: ☐N/A

Legal: _____

EXHIBITS:

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** May 20, 2019**SUBJECT:** Update on Tax Foreclosed Properties – MRE Partners**DEPARTMENT:** Economic Development and Communications

SUMMARY: In the fourth year of the Tax Foreclosure Program, the City selected two developers to work with on the purchase of residential properties and vacant lots in last year's tax foreclosure process. For the second year in a row we have worked with MRE Partners. They are here tonight to present an update on their progress to date per the agreement with the City of Oak Park.

FINANCIAL STATEMENT:**RECOMMENDED ACTION:****APPROVALS:**

City Manager: _____

Department Director: _____

Director of Finance: _____

Budgeted: ☐

N/A

Legal: _____

EXHIBITS: