

Oak Park

City Council Agenda

May 1, 2023





AGENDA
REGULAR CITY COUNCIL MEETING
39th CITY COUNCIL
OAK PARK, MICHIGAN
May 1, 2023
7:00 PM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

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

- A. Regular City Council Meeting Minutes for April 17, 2023
- B. Special City Council Meeting Minutes for April 21, 2023
- C. Special City Council Meeting Minutes for April 25, 2023
- D. Request to Schedule a Public Hearing on the FY 2023-2024 Annual Budget for Monday, May 15, 2023 at 7:00 PM
- E. Planning Commission Meeting Minutes for February 13, 2023
- F. Retirement Board Meeting Minutes for February 28, 2023
- G. Beautification Advisory Commission Meeting Minutes for February 21, 2023
- H. Request to approve payment of invoices from OHM Advisors for GIS DWAM Grant and Nine Mile Road CE for the total amount of \$26,624.50
- I. Request to approve Payment Application No. 2 for the 2022 Miscellaneous Concrete Project to Mattioli Cement Company of Fenton, Michigan for \$75,083.70
- J. Request to approve an agreement with the Road Commission for Oakland County for street sweeping, litter picking, and lawn mowing services on Greenfield Road from Eight to Ten Mile Roads and on Ten Mile Road from Greenfield to Maplefield
- K. Request to advertise for bids for 2023 Shepherd Park Restroom Project, M-759
- L. Request to declare listed vehicles surplus and sold by sealed bid, public auction, or disposal at the lowest expense to the City in accordance with City policy
- M. Licenses New and Renewals submitted for May 1, 2023

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS: None

8. PUBLIC HEARINGS: None

9. COMMUNICATIONS: None

10. SPECIAL LICENSES:

- A. Request for a Special Event License submitted by Kyle Gierada, Dog and Pony Show Brewing, 14661 W 11 Mile Rd., Ste #200 for a 2-year Anniversary Celebration to be held June 17, 2023

11. ACCOUNTING REPORTS: None

12. BIDS:

- A. Request to award the bid for the 2022 Program Year Yard Services Request for Proposals and Qualifications, M-757, to Lawnclippers Landscaping of Warren, MI
- B. Request to award the regular bid for the Nine Mile Connector Park Project, M-746 to DMC Consultants of Detroit, MI for the total amount of \$313,768.00

13. ORDINANCES: None

14. CITY ATTORNEY:

15. CITY MANAGER:

Administration

- A. Resolution to approve the extension of the Arena Management Agreement with Rolston Hockey LLC for city property at 13950 Oak Park Blvd

Finance/Assessing

- B. Request to receive and approve exception recommendations regarding Special Assessment Districts

Economic Development and Planning

- C. Request to approve the recommendation to select FPJ Investment, LLC as the selected bidder for the 2023 tax foreclosure process
- D. Request to authorize the City Manager to sign a purchase agreement for the sale of three vacant city parcels at Eight Mile Road & E. Fern Avenue to Barton Malow Company, subject to easements being retained by the city for utilities

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
39th OAK PARK CITY COUNCIL
April 17, 2023
7:00 PM**

MINUTES

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

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

ABSENT: None

OTHERS

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

APPROVAL OF AGENDA:

**CM-04-111-23 (AGENDA ITEM #4) ADOPTION OF THE AGENDA AS PRESENTED
– APPROVED**

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

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-04-112-23 (AGENDA ITEM #5A-E) CONSENT AGENDA - APPROVED

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

- A. Regular City Council Meeting Minutes for April 3, 2023 **CM-04-113-23**
- B. Special City Council Meeting Minutes for April 3, 2023 **CM-04-114-23**
- C. Request to approve Final Payment Application No. 3 for the 2022 Joint and Crack Sealing Project to Michigan Joint Sealing of Farmington Hills, Michigan for \$1,000.00 **CM-04-115-23**
- D. Request to approve Final Payment Application No. 2 for the 2021 Sewer Lining Project, M-717 to Inland Waters Pollution Control Inc. of Detroit, Michigan for \$5,000.00 **CM-04-116-23**
- E. Licenses New and Renewals submitted for April 17, 2023 **CM-04-117-23**

**MERCHANT'S LICENSES – April 17, 2023
(Subject to All Departmental Approvals)**

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
TIRE WHOLESALERS CO	15100 W EIGHT MILE RD	\$150.00	WHOLESALER
PRIMESTAR ASSET LLC	25900 GREENFIELD # 204	\$150.00	OFFICE
<u>RENEWALS (2023)</u>	<u>ADDRESS</u>	<u>FEE</u>	
DESIGN METAL INC	10841 CAPITAL AVE	\$187.50	SHEET METAL
GIFT ME CHOCOLATE & ENTERTAINMENT	22133 COOLIDGE HWY	\$225.00	RETAIL
STORAGE SENSE - OAK PARK	15200 W EIGHT MILE RD	\$150.00	STORAGE FACILITY
SALON TRULY BLESSED REL	21700 GREENFIELD 104B	\$225.00	SALON
DTOWN GRILLZ LLC	21700 GREENFIELD # 343	\$225.00	JEWELRY
WOODSHED STUDIOS	8130 W NINE MILE RD	\$225.00	STUDIO
LIFE LINE NATION	8700 W NINE MILE RD	\$225.00	MEDIA
BOSS BABES LLC	8970 W NINE MILE RD	\$225.00	RETAIL
ROYAL VAPE LLC	13241 TEN MILE	\$225.00	RETAIL
OAK PARK DIALYSIS	13481 TEN MILE	\$187.50	MEDICAL OFFICE

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS: None

PUBLIC HEARINGS: None

COMMUNICATIONS: None

SPECIAL LICENSES: None

ACCOUNTING REPORTS:

**CM-04-118-23 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF INVOICES
SUBMITTED BY GARAN, LUCOW, MILLER, P.C. FOR LEGAL
SERVICES IN THE TOTAL AMOUNT OF \$13,517.34 - APPROVED**

Motion by Whitehead, seconded by Edgar, CARRIED UNANIMOUSLY, to approve payment of invoices #606792 by Garan, Lucow, Miller P.C., for legal services rendered through March 31, 2023 in the total amount of \$13,517.34.

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

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES: None

CITY ATTORNEY: No Report

CITY MANAGER:

Human Resources

(AGENDA ITEM #15A) Request to approve Collective Bargaining Agreement Two-Year Extensions.

**CM-04-119-23 REQUEST TO APPROVE A COLLECTIVE BARGAINING
AGREEMENT TWO-YEAR EXTENSION FOR POLC
REPRESENTING OPDS COMMAND OFFICERS ASSOCIATION
- APPROVED**

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve the following Collective Bargaining Agreement Two-Year Extension for POLC representing OPDS Command Officers Association:

Collective Bargaining Agreement Two-Year Extension

The City of Oak Park (hereinafter, "City) and the POLC representing the OPDPS Command Officers Association. (hereinafter, "Union") are parties to a Collective Bargaining Agreement which expires June 30, 2024;

WHEREAS; Presently the City and the Union are parties to a Collective Bargaining Agreement for the period of July 1, 2021 - June 30, 2024;

WHEREAS; The Parties wish to extend the terms and conditions of the Collective Bargaining Agreement for an additional two-year period;

WHEREAS; The provisions of the Collective Bargaining Agreement shall remain unchanged except for as specified below.

NOW THEREFORE, the Parties agree as follows:

1. The current Collective Bargaining Agreement shall be extended for a period of two (2) years, which shall now expire on June 30, 2026.
2. Wages:

May 1, 2023: 5%
July 1, 2023: 2%
July 1, 2024: 2%
July 1, 2025: 0%, provided, however, the parties agree that if the annual CPI for 2024 exceeds 2%, there shall be a wage reopener.
3. The Parties acknowledge that all other provisions of the Collective Bargaining Agreement shall remain in force and carry over until the expiration date contained in this Extension Agreement.

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

MOTION DECLARED ADOPTED

**CM-04-120-23 REQUEST TO APPROVE A COLLECTIVE BARGAINING
AGREEMENT TWO-YEAR EXTENSION FOR POLICE OFFICERS
ASSOCIATION OF MICHIGAN (POAM) - APPROVED**

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the following Collective Bargaining Agreement Two-Year Extension for Police Officers Association of Michigan (POAM):

Collective Bargaining Agreement Two-Year Extension

The City of Oak Park (hereinafter, "City) and the Police Officers Association of Michigan (hereinafter, "Union") are parties to a Collective Bargaining Agreement which expires June 30, 2024;

WHEREAS; Presently the City and the Union are parties to a Collective Bargaining Agreement for the period of July 1, 2021 - June 30, 2024;

WHEREAS; The Parties wish to extend the terms and conditions of the Collective Bargaining Agreement for an additional two-year period;

WHEREAS; The provisions of the Collective Bargaining Agreement shall remain unchanged except for as specified below.

NOW THEREFORE, the Parties agree as follows:

1. The current Collective Bargaining Agreement shall be extended for a period of two (2) years, which shall now expire on June 30, 2026.
2. Wages:

May 1, 2023: 5%
July 1, 2023: 2%
July 1, 2024: 2%
July 1, 2025: 0%, provided, however, the parties agree that if the annual CPI for 2024 exceeds 2%, there shall be a wage reopener.
3. The Parties acknowledge that all other provisions of the Collective Bargaining Agreement shall remain in force and carry over until the expiration date contained in this Extension Agreement.

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

MOTION DECLARED ADOPTED

CM-04-121-23

**REQUEST TO APPROVE A COLLECTIVE BARGAINING
AGREEMENT TWO-YEAR EXTENSION FOR POLICE OFFICERS
ASSOCIATION OF MICHIGAN - DISPATCHERS - APPROVED**

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve the following Collective Bargaining Agreement Two-Year Extension for Police Officers Association of Michigan - Dispatchers:

Collective Bargaining Agreement Two-Year Extension

The City of Oak Park (hereinafter, "City) and the Police Officers Association of Michigan – Dispatch Unit of Michigan (hereinafter, "Union") are parties to a Collective Bargaining Agreement which expires June 30, 2024;

WHEREAS; Presently the City and the Union are parties to a Collective Bargaining Agreement for the period of July 1, 2021 - June 30, 2024;

WHEREAS; The Parties wish to extend the terms and conditions of the Collective Bargaining Agreement for an additional two-year period;

WHEREAS; The provisions of the Collective Bargaining Agreement shall remain unchanged except for as specified below.

NOW THEREFORE, the Parties agree as follows:

1. The current Collective Bargaining Agreement shall be extended for a period of two (2) years, which shall now expire on June 30, 2026.
2. Wages:

May 1, 2023: 5%
July 1, 2023: 1.5%
July 1, 2024: 1.5%
July 1, 2025: 0%, provided, however, the parties agree that if the annual CPI for 2024 exceeds 2%, there shall be a wage reopener.
3. The Parties acknowledge that all other provisions of the Collective Bargaining Agreement shall remain in force and carry over until the expiration date contained in this Extension Agreement.

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

MOTION DECLARED ADOPTED

CM-04-122-23

**REQUEST TO APPROVE A COLLECTIVE BARGAINING
AGREEMENT TWO-YEAR EXTENSION FOR TECHNICAL AND
PROFESSIONAL OFFICE WORKERS OF MICHIGAN (TPOAM)
- APPROVED**

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve the following Collective Bargaining Agreement Two-Year Extension for Technical and Professional Office Workers of Michigan (TPOAM):

Collective Bargaining Agreement Two-Year Extension

The City of Oak Park (hereinafter, "City) and the Technical and Professional Officeworkers of Michigan (hereinafter, "Union") are parties to a Collective Bargaining Agreement which expires June 30, 2024;

WHEREAS; Presently the City and the Union are parties to a Collective Bargaining Agreement for the period of July 1, 2021 - June 30, 2024;

WHEREAS; The Parties wish to extend the terms and conditions of the Collective Bargaining Agreement for an additional two-year period;

WHEREAS; The provisions of the Collective Bargaining Agreement shall remain unchanged except for as specified below.

NOW THEREFORE, the Parties agree as follows:

1. The current Collective Bargaining Agreement shall be extended for a period of two (2) years, which shall now expire on June 30, 2026.
2. Wages:

May 1, 2023: 5%
July 1, 2023: 1.5%
July 1, 2024: 1.5%
July 1, 2025: 0%, provided, however, the parties agree that if the annual CPI for 2024 exceeds 2%, there shall be a wage reopener.
3. The Parties acknowledge that all other provisions of the Collective Bargaining Agreement shall remain in force and carry over until the expiration date contained in this Extension Agreement.

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

MOTION DECLARED ADOPTED

Department of Public Safety

**CM-04-123-23 (AGENDA ITEM #15B) REQUEST TO APPROVE A RESOLUTION
ADOPTING THE CITY OF OAK PARK EMERGENCY OPERATIONS
SUPPORT PLAN - APPROVED**

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve the following resolution adopting the City of Oak Park Emergency Operations Support Plan:

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

A RESOLUTION OF THE OAK PARK CITY COUNCIL TO ADOPT THE
CITY OF OAK PARK EMERGENCY OPERATIONS SUPPORT PLAN

At a meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held on the 17th day of April, 2023, at the City Hall, located at 14000 Oak Park Blvd, Oak Park, Michigan, the following resolution was offered by Councilmember Burns and seconded by Mayor Pro Tem Edgar.

WHEREAS, the city of Oak Park 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 Oak Park, 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 Oak Park 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 BE IT RESOLVED, that the Oak Park City Council hereby adopts this Emergency Operations Support Plan, in support to the Oakland County Emergency Operations Plan.

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

MOTION DECLARED ADOPTED

Municipal Services/Engineering

CM-04-124-23 (AGENDA ITEM #15C) REQUEST TO APPROVE A CONTRACT WITH FORGOTTEN HARVEST FOR REIMBURSEMENT FOR THE WIDENING OF THE HUBBELL AVE. INTERSECTION WITH EIGHT MILE ROAD - APPROVED

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve a contract with Forgotten Harvest for reimbursement for the widening of the Hubbell Ave. intersection with Eight Mile Road.

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

MOTION DECLARED ADOPTED

CM-04-125-23 (AGENDA ITEM #15D) REQUEST TO APPROVE CONTRACT #23-5020 WITH MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) FOR THE WIDENING OF THE HUBBELL AVE. INTERSECTION WITH EIGHT MILE ROAD AND TO AUTHORIZE THE MAYOR AND CITY MANAGER TO SIGN THE AGREEMENT ON BEHALF OF THE CITY - APPROVED

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve Contract #23-5020 with Michigan Department of Transportation (MDOT) for the widening of the Hubbell Ave. intersection with Eight Mile Road and to authorize the mayor and city manager to sign the agreement on behalf of the city.

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

MOTION DECLARED ADOPTED

CM-04-126-23 (AGENDA ITEM #15E) REQUEST TO APPROVE A PROPOSAL FROM OHM ADVISORS TO PROVIDE CONSTRUCTION ENGINEERING, CONTRACT ADMINISTRATION, INSPECTION, AND CONSTRUCTION STAKING SERVICES FOR THE HOURLY, NOT TO EXCEED, COST OF \$457,000.00 UPON REVIEW BY THE CITY ATTORNEY - APPROVED

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve a proposal from OHM Advisors to provide construction engineering, contract administration, inspection, and construction staking services for the hourly, not to exceed, cost of \$457,000.00 upon review by the city attorney.

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

MOTION DECLARED ADOPTED

CALL TO THE AUDIENCE:

Santana Hill from the Oak Park chapter of Zeta Phi Sorority invited residents to support her organization and participate in upcoming community service opportunities.

Soumil Sheth, 22180 Greenfield Rd., discussed concerns about utility billing for his property.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:45 p.m.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
39th OAK PARK CITY COUNCIL
April 21, 2023
12:00 PM**

MINUTES

The Special Meeting was called to order at 12:02 PM by Mayor McClellan in the City Hall Executive Conference Room, 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544

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

ABSENT: None

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, Finance Director Crawford, Deputy Finance
Director Lukasik, Crystal VanVleck, DPW Director DeCoster

SPECIAL BUSINESS:

Discuss the FY 2023-24, FY 2024-25, FY 2025-26 departmental budgets:

Overview	12:00 PM
Library	12:05 PM
Finance	12:40 PM
Communications	1:00 PM
Human Resources	1:25 PM
Information Technology	1:50 PM
Recreation	2:15 PM
City Clark/Elections/Fee Schedule	2:40 PM
City Attorney/Prosecutor/Labor Attorney	3:05 PM
City Manager/City Council	3:30 PM

The following individuals were present at the meeting to discuss their respective budgets and answer questions raised by the City Council.

Library	Kimberly Schaaf
Finance	Saundra Crawford
Human Resources	Carla Allen
Communications	Courtney Flynn
Information Technology	Ricardo Singson
Recreation	Laurie Stasiak
City Clerk	Ed Norris
City Attorneys	Erik Tungate
City Manager/City Council	Erik Tungate

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 3:30 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
39th OAK PARK CITY COUNCIL
April 25, 2023
5:30 PM**

MINUTES

The Special Meeting was called to order at 5:30 PM by Mayor McClellan in the City Hall Executive Conference Room, 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544

PRESENT: Mayor McClellan, Mayor Pro Tem Edgar, Council Member Radner (Arrived 6:00 p.m.), Council Member Burns, Council Member Whitehead

ABSENT: Council Member Burns

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, Finance Director Crawford, Deputy Finance Director Lukasik, Deputy Finance Director Johnson, Deputy City Manager VanVleck, Finance Consultant Johnson, DPW Director DeCoster

Mayor McClellan asked for the addition of an agenda item to consider a new appointment to the Corridor Improvement Authority. There were no objections to the agenda addition.

**SCM-04-127-23 MOTION TO APPOINT WAYNE WUDYKA TO THE CORRIDOR
IMPROVEMENT AUTHORITY – APPROVED**

Motion by Edgar, seconded by Whitehead, CARRIED UNANIMOUSLY, to appoint Wayne Wudyka to the Corridor Improvement Authority for a term ending August 31, 2027

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

MOTION DECLARED ADOPTED

SPECIAL BUSINESS:

Discuss the FY 2023-24, FY 2024-25, FY 2025-26 departmental budgets:

Public Safety	5:30 PM
Economic Development	6:05 PM
Municipal Services	6:30 PM
Water & Sewer	7:05 PM
Public Works	7:35 PM
45 th District Court	8:00 PM
City Manager/City Council Wrap up	8:35 PM

The following individuals were present at the meeting to discuss their respective budgets and answer questions raised by the City Council.

Public Safety	Steve Cooper, Mike Pinkerton
Economic Development	Kim Marrone
Municipal Services	Rob Barrett
Water & Sewer	Dave DeCoster
Public Works	Dave DeCoster, Scott Lemarbe
45 th District Court	Judge Appel, Judge Horowitz, Nancy Waldman
City Manager/City Council Wrap-up	Erik Tungate

Mayor McClellan discussed her desire for additional funding for speed trailers and electronic speed signs for the Department of Public Safety. There was consensus to increase the Public Safety budget by \$12,000 for this purpose.

Mayor McClellan also requested \$20,000 to be budgeted for support to the Youth Assistance Program.

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 8:25 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

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

AGENDA OF: May 1, 2023

SUBJECT: Request to schedule a Public Hearing on the FY 2023-24 Annual Budget for Monday, May 15, 2023.

DEPARTMENT: Administration/Finance

SUMMARY: As stated in the City Charter, Section 9.4, a public hearing on the proposed budget shall be held before its final adoption at such time and place as directed by City Council. A notice of public hearing is to be published at least one week in advance of the hearing, and a summary of the proposed budget is to be kept on file with the City Clerk's office.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: To schedule a public hearing on the FY 2023-24 Annual Budget for Monday, May 15, 2023 and direct the City Clerk to file and publish notice of the hearing in accordance with City Charter.

APPROVALS:

City Manager: ET

Department Director: SC

Finance Director: SC

Legal: N/A

Budgeted ☐

EXHIBITS: None

**CITY OF OAK PARK PLANNING COMMISSION
REGULAR MEETING, MONDAY, FEBRUARY 13, 2023
MINUTES**

The meeting was called to order at 7:06 p.m. in the City Council Chambers, 14000 Oak Park Blvd, Oak Park, MI 48237, by Commissioner Eizelman and roll call was made.

PRESENT:

Commissioner Burns
Commissioner Eizelman
Commissioner McClellan
Commissioner Seligson
Commissioner Walters-Gill

ABSENT:

Chairperson Torgow
Vice Chairperson Brown
Commissioner Tkatch
Commissioner Tungate

OTHERS PRESENT:

Economic Development & Planning Director, Kim Marrone
City Planner, Salam Habhab
City Attorney Courtney
Deputy City Clerk, Jo Lynn Williams

3. APPROVAL OF AGENDA OF FEBRUARY 13, 2023:

MOTION by McClellan, SECONDED by Burns, to approve the agenda as presented for the February 13, 2023 meeting

VOTE: Yes: All
 No: None

MOTION CARRIED

4. APPROVAL OF MINUTES OF DECEMBER 12, 2022:

MOTION by McClellan, SECONDED by Walters-Gill to approve the meeting minutes of DECEMBER 12, 2022.

VOTE: Yes: All
 No: None

MOTION CARRIED

5. COMMUNICATIONS/CORRESPONDENCE:

- A. Extension of Site Plan Approval – Corsaut Building Ventures, LLC -15101 W. 11 Mile Rd

Corsaut Building Ventures received a site plan approval in July 2021 but now they are requesting an extension since contamination was found on the site. They plan to apply for the Brownfield grant to assist with the cost of the environmental clean-up. The City ordinance allows the City Planner to approve an extension for an additional 12 months if it is demonstrated that construction will commence within the 12 months. A timeline was provided, which shows an expected timeline of the completed project in 2024. It is recommended to approve the extension request.

6. PUBLIC HEARING:

- A. Public Hearing to consider proposed amendments to the City of Oak Park Zoning Ordinance in the following sections: Article 2, Division 2; Article 2, Division 3; Article 2, Division 4; Article 3, Division 1; Article 4, Division 1, Article 4, Division 3; Article 4, Division 4; Article 5, Division 1, Article 5, Division 3, Article 5, Division 4, Article 6, Division 1.

Public hearing opened at 7:12

Public hearing closed at 7:12

- B. Planning Commission action regarding proposed text amendments to the City of Oak Park Zoning Ordinance in the following sections: Article 2, Division 2; Article 2, Division 3; Article 2, Division 4; Article 3, Division 1; Article 4, Division 1, Article 4, Division 3; Article 4, Division 4; Article 5, Division 1, Article 5, Division 3, Article 5, Division 4, Article 6, Division 1

MOTION by Seligson, SECONDED by Burns, to approve the proposed text amendments to the City of Oak Park Zoning Ordinance

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

MOTION CARRIES

7. CONSENT AGENDA: None

8. MATTERS FOR CONSIDERATION:

- A. OLD BUSINESS – none
- B. NEW BUSINESS
 - a. Site Plan Review, TCF Auto Wholesale & TCF Towing, 3210 Cloverdale St.

MOTION by Seligson, SECONDED by Burns, to approve the Site Plan Review, Stateline Construction & Maintenance, 21721 Republic Ave. subject to the following conditions:

STAFF RECOMMENDATION

Upon the findings of this report and the analysis herewith, it is the recommendation of the Economic Development and Planning Department to approve the Site Plan for TCF Wholesale & TCF Towing, 13210 Cloverdale, property ID 52-25-32-301-010 with the following conditions:

Conditions of Site Plan approval:

1. No repair or refinishing shall be done outside on the lot.
2. Outdoor loudspeakers or public address systems shall not be permitted.
3. Outdoor storage of inoperable or part-stripped vehicles shall be prohibited from the site.
4. The use shall be completely enclosed within a building.
5. No vehicles awaiting repair shall remain on-site for more than 36 hours.
6. Management plans shall be submitted for the collection, storage, and recycling or proper disposal of all new, used or waste automotive fluids resulting from repair or service operations.
7. The towing company must be operational.
8. The Site Plan shall depict Barrier-free parking consistent with the Michigan Building Code 2015 Section 1105.
9. The Site Plan shall indicate a concrete curb, where needed in compliance with the Zoning Ordinance.
10. The Site Plan shall depict a minimum of one (1) bicycle parking spaces consistent with the Zoning Ordinance.
11. Any modifications to the accesses on Cloverdale Ave. shall require obtaining permits/approval from the City of Oak Park Engineering Department.
12. If the need for a dumpster becomes necessary, the applicant will be required to provide a dumpster with the required enclosure in compliance with the zoning ordinance.
13. Any existing or proposed exterior lighting should be shielded and downward casting to eliminate the possibility of nuisance to the adjoining properties in compliance with the provision of *Article 4, Division 5 Lighting Standards*.

14. All mechanical equipment, including transformers, shall be screened by a solid wall, fence, landscaping, and/or architectural features that are compatible in appearance with the principal building.
15. No signs are approved as part of the Site Plan Review. A separate permit must be requested for the inclusion of any signs at this site.
16. The Site Plan and Building shall comply with the requirements of the City of Oak Park Building and Fire Departments.

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

MOTION CARRIES

9. PLANNING COMMISSION MATTERS FOR DISCUSSION – from members only:

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

11. ADJOURNMENT

There being no further business, Commissioner Eizelman adjourned the meeting at 7: 18 p.m.

Jo Lynn Williams, Deputy City Clerk



**CITY OF OAK PARK, MICHIGAN
EMPLOYEES' RETIREMENT SYSTEM AND
PUBLIC SAFETY RETIREMENT SYSTEM BOARD OF TRUSTEES
CONCURRENT MEETING**

**February 27, 2023
4:30 PM**

MINUTES

Chairperson Tungate called the meeting to order in the Executive Conference Room of City Hall. 14000 Oak Park Blvd., Oak Park MI 48230 at 4:30 PM and roll call was taken.

EMPLOYEES' RETIREMENT SYSTEM:

TRUSTEES PRESENT: Trustee Tungate, Trustee McClellan, Trustee Waxenberg, Trustee DeCoster, Trustee Crawford

TRUSTEES ABSENT: None

ALSO PRESENT: City Clerk Norris, City Attorney Duff, Human Resources Director Allen, and Deputy Finance Director Johnson

PUBLIC SAFETY RETIREMENT SYSTEM:

TRUSTEES PRESENT: Trustee Tungate, Trustee McClellan, Trustee Radner, Trustee Batora, Trustee Macfarlane

TRUSTEES ABSENT: None

ALSO PRESENT: City Clerk Norris, City Attorney Duff, Human Resources Director Allen, and Deputy Finance Director Johnson

(Agenda Item #3) Election of Officers

**ERS-02-001-23 MOTION TO HAVE TRUSTEE TUNGATE SERVE AS
CHAIRPERON AND TRUSTEE MCCLELLAN SERVE
AS VICE-CHAIRPERSON OF THE ERS BOARD OF
TRUSTEES – APPROVED**

Motion by Crawford, seconded by Waxenberg, CARRIED UNANIMOUSLY, to appoint Trustee Tungate as Chairperson and Trustee McClellan as Vice-Chairperson for the Employees' Retirement System Board of Trustees.

Roll Call Vote:	Yes:	Tungate, McClellan, DeCoster, Crawford, Waxenberg
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

PSRS-02-001-23 MOTION TO HAVE TRUSTEE TUNGATE SERVE AS CHAIRPERSON AND TRUSTEE MCCLELLAN SERVE AS VICE-CHAIRPERSON OF THE PSRS BOARD OF TRUSTEES – APPROVED

Motion by Batora, seconded by Macfarlane, CARRIED UNANIMOUSLY, to appoint Trustee Tungate as Chairperson and Trustee McClellan as Vice-Chairperson for the Public Safety Retirement System Board of Trustees.

Roll Call Vote:	Yes:	Tungate, McClellan, Radner, Tetler, Macfarlane
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

(Agenda Item #4) 2023 Meeting Dates

ERS-02-002-23 RESOLUTION SCHEDULING THE 2023/24 ERS REGULAR MEETING DATES – APPROVED

Motion by McClellan, seconded by DeCoster, CARRIED UNANIMOUSLY, to approve the following resolution scheduling the 2023/24 Regular Meeting dates:

Resolution of the Employees' Retirement System
Board of Trustees

Schedule of Regular Meetings

WHEREAS, the Board is required to schedule regular quarterly meetings;

BE IT RESOLVED, that the following 2023/24 Schedule of Regular Meetings is approved:

April 24, 2023
July 24, 2023
October 23, 2023
January 22, 2024

Meetings will be held in the Executive Conference Room of City Hall, 14000 Oak Park Blvd., Oak Park, MI 48237 at 4:30 PM unless otherwise posted.

Voice Vote:	Yes:	Tungate, McClellan, DeCoster, Crawford, Waxenberg
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

PSRS-02-002-23 RESOLUTION SCHEDULING THE 2023 PSRS REGULAR MEETING DATES – APPROVED

Motion by Batora, seconded by Tetler, CARRIED UNANIMOUSLY, to approve the following resolution scheduling the 2023/24 Regular Meeting dates:

Resolution of the Public Safety Retirement System
Board of Trustees

Schedule of Regular Meetings

WHEREAS, the Board is required to schedule monthly meetings;

BE IT RESOLVED, that the following 2023/24 Schedule of Regular Meetings is approved:

February 27, 2023	August 28, 2023
March 27, 2023	September 25, 2023
April 24, 2023	October 23, 2023
May 22, 2023	November 27, 2023
June 26, 2023	December 27, 2023
July 24, 2023	January 22, 2024

Meetings will be held in the Executive Conference Room of City Hall, 14000 Oak Park Blvd., Oak Park, MI 48237 at 4:30 PM unless otherwise posted.

Voice Vote:	Yes:	Tungate, McClellan, Radner, Batora, Macfarlane
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

(Agenda Item #5A and B) Approval of Minutes

ERS-02-003-23 MINUTES FROM THE OCTOBER 24, 2022 ERS/PSRS CONCURRENT MEETING – APPROVED

Motion by McClellan, seconded by Crawford, CARRIED UNANIMOUSLY, to approve the Minutes from the October 24, 2022 ERS/PSRS Concurrent Meeting.

Voice Vote:	Yes:	Tungate, McClellan, DeCoster, Crawford, Waxenberg
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

**PSRS-02-003-23 MINUTES FROM THE OCTOBER 24, 2022 ERS/PSRS
CONCURRENT MEETING – APPROVED**

Motion by Batora, seconded by McClellan, CARRIED UNANIMOUSLY, to approve the Minutes from the October 24, 2022 ERS/PSRS Concurrent Meeting.

Voice Vote:	Yes:	Tungate, McClellan, Radner, Batora, Macfarlane
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

(Agenda Item #6A) Domestic Relations Order Update – Donald A. Gundy (PSRS)

City Attorney Duff provided information regarding the Domestic Relations Order (DRO) dated August 17, 2022 that was received concerning Public Safety retiree Donald A. Gundy and was discussed at the October 24, 2022 Retirement Board Meeting. Ms. Duff clarified that the order gives Mr. Gundy the right to an increase in retirement benefit that is inconsistent with the city's retirement ordinance. She confirmed that until an amended DRO is submitted the board will not be able to accept it. Ms. Duff confirmed that there has been no further information received to date and is recommending the board deny acceptance of the current DRO dated August 17, 2022.

**PSRS-02-004-23 MOTION TO DENY THE ACCEPTANCE OF THE
DOMESTIC RELATIONS ORDER ISSUED AUGUST 17,
2022 REGARDING DONALD A. GUNDY – APPROVED**

Motion by Batora, seconded by McClellan, CARRIED UNANIMOUSLY, to deny the acceptance of the Domestic Relations Order issued August 17, 2022 regarding Donald A. Gundy.

Voice Vote:	Yes:	Tungate, McClellan, Radner, Batora, MacFarlane
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

(Agenda Item #7A) Market Update and Portfolio Review – PNC

Carolyn Rains and Gary Salzar from PNC presented the 2022 Fourth Quarter Investment Review dated December 31, 2022. A complete report is on file in the City Clerk's Office. They provided a market update and presented a portfolio summary that reviewed the City's investment policy statement, assets, allocations and investment performance for both systems. They reported the market value of the Employees' Retirement System as of December 31, 2022 was \$17,995.851 and the market value of the Public Safety Retirement System was \$47,112,212.

(Agenda Item #7B) Annual Determination of Interest Rate for Buy Back Calculations

ERS-02-004-23

**MOTION TO SET THE RATE FOR BUY BACK
CALCULATIONS FOR THE EMPLOYEES
RETIREMENT SYSTEM AT 2.440 % – APPROVED**

Motion by DeCoster, seconded by McClellan, CARRIED UNANIMOUSLY, to set the rate for Buy Back Calculations for the Employees' Retirement System at 2.440 %.

Voice Vote:	Yes:	Tungate, McClellan, DeCoster, Crawford, Waxenberg
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

PSRS-02-005-23

**MOTION TO SET THE RATE FOR BUY BACK
CALCULATIONS FOR THE PUBLIC SAFETY
RETIREMENT SYSTEM AT 2.440 % – APPROVED**

Motion by Batora, seconded by Macfarlane, CARRIED UNANIMOUSLY, to set the rate for Buy Back Calculations for the Public Safety Retirement System at 2.440%.

Voice Vote:	Yes:	Tungate, McClellan, Radner, Batora, Macfarlane
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

(Agenda Item #4A-J) Financial Reports (ERS)

ERS-02-005-23

**RECEIVE AND APPROVE ERS FINANCIAL REPORTS
(OCTOBER - DECEMBER, 2022) – APPROVED**

Motion by DeCoster, seconded by Waxenberg, CARRIED UNANIMOUSLY, to receive and approve the following reports for the period October 1, 2022 – December 31, 2022:

- A. PNC Investment Management Report
- B. Fiduciary Net Assets Statement – Fund 731
- C. PNC Financial Report
- D. Disbursements made by the Retirement System

DATE	CHECK#	PAYEE/DESCRIPTION	AMOUNT
10/31/22	EFT (JE#11362)	PNC Inst. Asset Mgmt. Investment Counseling Fees for 10/01/2022 – 12/31/2022.	\$ 14,893.82
QUARTERLY DISBURSEMENTS		\$14,893.82	

- E. Fiduciary Net Assets Statement – Fund 680
- F. Retirees Actuarial Statements - None
- G. Municipal and Military Buy-Back Calculations - None
- H. Correspondence of Retirement Submission - None
- I. Necrology Report

NAME	DATE
Sandra Frankel	10/28/2022

- J. Miscellaneous Information - None

Roll Call Vote:	Yes:	Tungate, McClellan, Crawford, DeCoster, Waxenberg
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

(Agenda Item #4A-J) Financial Reports (PSRS)

**PSRS-02-006-23 RECEIVE AND APPROVE PSRS FINANCIAL REPORTS
(OCTOBER - DECEMBER, 2022) – APPROVED**

Motion by Batora, seconded by MacFarlane, CARRIED UNANIMOUSLY, to receive and approve the following reports for the period October 1, 2022 – December 31, 2022:

- A. PNC Investment Management Reports
- B. Fiduciary Net Assets Statement – Fund 733
- C. PNC Financial Report
- D. Disbursements made by the Retirement System

DATE	CHECK#	PAYEE/DESCRIPTION	AMOUNT
10/31/22	EFT (JE#11363)	PNC Inst. Asset Mgmt. Investment Counseling Fees for 10/01/2022 – 12/31/2022	\$ 36,320.64
QUARTERLY DISBURSEMENTS		\$36,320.64	

- E. Fiduciary Net Assets Statement – Fund 680
- F. Retirees Actuarial Statements - None
- G. Municipal and Military Buy-Back Calculations - None
- H. Correspondence of Retirement Submission – None
- I. Necrology Report

NAME	DATE
Allan Rubin	12/03/2022

- J. Miscellaneous Information - None

Voice Vote:	Yes:	Tungate, Radner, McClellan, Batora, Macfarlane
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

PUBLIC COMMENTS:

There were no members of the public present wishing to speak.

ADJOURNMENT:

The meeting adjourned at 5:20 PM.



T. Edwin Norris, City Clerk

**CITY OF OAK PARK
BEAUTIFICATION ADVISORY COMMISSION
MEETING MINUTES
FEBRUARY 21, 2023**

Present: Commissioners Lonnie Tabb-Upshaw, Santhia Guinn, Pamela McKean, Mattie Boykin, Chrystal Wagner, Michelle Franklin, DPW Director David DeCoster, DPW Administrative Clerk II Tiffany Brown

Absent: City Council Member Carolyn Burns, Commissioners Karen Davis-Harris, Deborah Williamson

Guest: None

Meeting called to order at 7:01 pm

APPROVAL OF MINUTES: September 20, 2022

MOTION by Santha Guinn, **SECONDED** by Chrystal Wagner to approve the Beautification Advisory Commission meeting minutes of September 20, 2022, as submitted.

YES: ALL

NO: NONE

Motion carried.

CITY LIAISON/CITY COUNCIL COMMUNICATION

DPW Director David DeCoster briefly went over city beautification updates.

- DPW Director David Decoster thanked everyone for their participation in the BAC award ceremony
- The city is planning beautification efforts around the city for the Spring
- Installation of fencing on Nine Mile between Scotia and Rosewood; also on Church and Stratford and Greenfield between Kenwood at the radio tower
- City is looking into rain gardens and bioswales
- Repaving of Nine Mile and Coolidge through the end of Ferndale funded by the State
- Nine Mile road project; looking to change the concept of the road and modify the road; bike lanes will be on the south side of the road for parking
- City is actively applying for grants for the town hall 10 year master plan for the rehabilitation of parks and the recreation center
- City is thinking of creating the greenspace area between the library and city hall into an event hub space for rentals, farmers market, and memorial garden

ELECTION – VOTING CHAIRPERSON/VICE CHAIRPERSON

Commissioner Santhia Guinn nominates Chairperson Lonnie Tabb-Upshaw for Chairperson

Motion by: Idella Bailey

Seconded by: Pamela McKean

To nominate Lonnie Tabb-Upshaw for Chairperson

VOTE: YES All NO: None

Motion carried.

Lonnie Tabb- Upshaw voted Chairperson for the Beautification Advisory Commission

Chairperson Lonnie Tabb- Upshaw nominates Santhia Guinn for Vice Chairperson

Motion by: Lonnie Tabb- Upshaw

Seconded by: Idella Bailey

To nominate Santhia Guinn for Vice Chairperson

VOTE: YES All NO: None

Motion carried.

Santhia Guinn voted Vice Chairperson for the Beautification Advisory Commission

MEMBER ATTENDANCE

Commissioners discuss the importance of being on the commission and required attendance for a quorum. Commissioners were asked to notify Lonnie (chairperson), Santhia (vice chairperson) or city staff if they are unable to attend a meeting.

BOARDS AND COMMISSION DINNER

Commissioners were reminded that the Boards and Commission dinner will be on March 14th and to RSVP for the event if they would like to attend.

NEW VENDOR FLOWER SALE

Due to cash only payments being accepted at the flower sale the commission entertains the conversation of searching for a new vendor. DPW Director David DeCoster stated he will reach out within the week. Commissioners would like to have the price list prior to the event to familiarize themselves with the product and price. The commission will also work more closely with the vendor to get a clear understanding of start times and have systems in place so the sale can run smoothly.

FLORAL TEA

The Floral Tea will be held on Wednesday, August 9th. Chairperson Lonnie Tabb-Upshaw will coordinate with the recreation department for a time for the event. The commission was asked to bring ideas for the event and select a flower and tea they would like to have at their table. Members will vote on suggestions in the next meeting. Commissioners will select someone to collaborate with at the next meeting and discuss marketing for the event. The commission plans to serve tea, punch and water at the event. Commissioners discuss charging a fee of \$5 for the event.

SUGGESTIONS FOR EVENTS

Commissioners were asked to bring suggestions for planting of flowers and more involvement to help keep the city beautiful at the next meeting.

JUNETEENTH PARTICIPATION

The Juneteenth celebration will be on June 18th during the weekend of Summer Blast. The celebration will be held in front of the community center.

GENERAL DISCUSSION

DPW Director David Decoster mentioned the Fourth of July Parade and commission participation. The ordering of name tags for commissioners will be held off until next budget year.

Motion by: Santhia Guinn

Seconded by: Mattie Boykin

To adjourn the Beautification Advisory Commission meeting

VOTE: YES All

NO: None

Motion carried.

Meeting adjourned at 8:11 pm, **Next meeting, Tuesday April 18, 2023**

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** May 1, 2023**AGENDA #****SUBJECT:** Proposed payment request for Engineering Consulting Services.**DEPARTMENT:** DPW/Municipal Services – Engineering *KMG***SUMMARY:** Attached is a request for payment for invoices from OHM Advisors for the projects as listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
GIS DWAM Grant	\$20,079.75	\$141,066.50	\$161,146.25	\$240,000.00	592-18-538-970
Nine Mile Rd CE	\$6,544.75	\$0.00	\$6,544.75	\$457,000.00	202-18-479-970
Totals	\$26,624.50	\$141,066.50	\$167,691.00	\$697,000.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$26,624.50. Funding is available in the above listed accounts.

APPROVALS:City Manager: ETDepartment Director: KMGFinance Director: SCCity Attorney: N/ABudgeted ☐**EXHIBITS:** Invoices

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



INVOICE

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

Invoice Date: 04/20/2023
Invoice #: 61914
Project: 0037228040

Project Name: Oak Park GIS DWAM

For Professional Services Rendered Through: April 08, 2023

Professional Services

Description	Fee	Prior Billed	Total Available	Current Billing
Task 1: City & OHM Meetings	\$2,500.00	\$2,367.00	\$133.00	\$99.00
Task 2: Field Data Colleciton	\$160,000.00	\$125,789.00	\$34,211.00	\$13,653.50
Task 3: GIS Topology / Attribution Updates	\$30,000.00	\$11,168.00	\$18,832.00	\$3,787.75
Task 4: Application Development	\$45,000.00	\$1,742.50	\$43,257.50	\$2,539.50
Task 5: Eos GPS Configuration and Training	\$2,500.00	\$0.00	\$2,500.00	\$0.00
Totals	\$240,000.00	\$141,066.50	\$98,933.50	\$20,079.75

Invoice Total **\$20,079.75**

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



INVOICE

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

Invoice Date: 04/20/2023
Invoice #: 61914
Project: 0037228040

Project Name: Oak Park GIS DWAM

Task 1: City & OHM Meetings

Professional Services

	Hours	Rate	Amount
Associate	.50	198.00	\$99.00
Professional Services Subtotal	.50		\$99.00
Task 1: City & OHM Meetings Total:	0.50		\$99.00

Task 2: Field Data Collection

Professional Services

	Hours	Rate	Amount
Associate	.25	198.00	\$49.50
Technician I	139.00	96.00	\$13,344.00
Technician III	2.00	130.00	\$260.00
Professional Services Subtotal	141.25		\$13,653.50
Task 2: Field Data Collection Total:	141.25		\$13,653.50

Task 3: GIS Topology / Attribution Updates

Professional Services

	Hours	Rate	Amount
Technician I	25.25	96.00	\$2,424.00
Technician II	2.25	115.00	\$258.75
Technician III	8.50	130.00	\$1,105.00
Professional Services Subtotal	36.00		\$3,787.75
Task 3: GIS Topology / Attribution Updates Total:	36.00		\$3,787.75

Task 4: Application Development

Professional Services

	Hours	Rate	Amount
Technician I	9.00	96.00	\$864.00
Technician II	6.50	115.00	\$747.50
Technician III	6.00	130.00	\$780.00
Technician IV	1.00	148.00	\$148.00
Professional Services Subtotal	22.50		\$2,539.50
Task 4: Application Development Total:	22.50		\$2,539.50

Total Backup: 200.25 \$20,079.75

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



INVOICE

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

Invoice Date: 04/21/2023
Invoice #: 62189
Project: 0037230003

Project Name: CE - Nine Mile Road Rehab

For Professional Services Rendered Through: April 08, 2023

Professional Services

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

Invoice Total **\$6,544.75**

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



INVOICE

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

Invoice Date: 04/21/2023
Invoice #: 62189
Project: 0037230003

Project Name: CE - Nine Mile Road Rehab

OHM

Professional Services

	Hours	Rate	Amount
Administrative Support	2.00	90.00	\$180.00
Associate	.75	198.00	\$148.50
Professional Engineer/Architect II	3.75	162.00	\$607.50
Professional Engineer/Architect IV	5.00	195.00	\$975.00
Sr. Associate	17.00	210.00	\$3,570.00
Technician II	7.25	115.00	\$833.75
Professional Services Subtotal	35.75		\$6,314.75

Reimbursable Expenses

	Qty	Cost Rate	Multiplier	Amount
Other Direct Expenses-OC Oakland County	1.00	230.00	1.00	\$230.00
Water Resources Commissioner INV-00024145				
Reimbursable Expenses Subtotal	1.00			\$230.00

OHM Total: **35.75** **\$6,544.75**

Total Backup: **35.75** **\$6,544.75**



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: May 1, 2023

AGENDA#

SUBJECT: Payment Application No. 2 for the 2022 Miscellaneous Concrete Project, M-745.

DEPARTMENT: Municipal Services – Engineering *KMG*

SUMMARY: Attached is Payment Application No. 2 for the 2022 Miscellaneous Concrete Project, M-745 by Mattioli Cement Company of Fenton, Michigan. This project includes miscellaneous concrete road work throughout the city. This project is approximately 63% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$499,970.50
Total Completed to Date:	\$313,485.16
Less Retainage:	\$ 31,348.52
Net Earned:	\$282,136.64
Deductions:	\$ 0.00
Balance:	\$282,136.64
Payments to Date:	<u>\$207,052.94</u>
Amount Due Mattioli Cement Company:	\$ 75,083.70

RECOMMENDED ACTION: It is recommended that Payment Application No. 2 for the 2022 Miscellaneous Concrete Project to Mattioli Cement Company of Fenton, Michigan be approved for the amount of \$75,083.70. Funding is available in the Local Street Fund 203-18-479-970 and Water and Sewer Fund 592-18-538-970 for this expenditure.

APPROVALS:

City Manager: ET Department Director: KMG

Director of Finance: SC Legal: N/A

Budgeted: ☒

EXHIBITS: Payment Application No. 2, Map, Project list

PAYMENT APPLICATION

PROJECT: 2022-2023 MISCELLANEOUS CONCRETE PROJECT

JOB NUMBER: M-745

OWNER: CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 2

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

PERIOD ENDING: 4/20/2023

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT, MODIFIED SP	7,000	SYD	\$11.00	1,697.41	\$18,671.51	4,729.30	\$52,022.30
2	CONCRETE PVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	6,000	SYD	\$55.81	941.75	\$52,559.07	3,986.62	\$222,493.26
3	CONCRETE PVMT W/INT CURB & GUTTER, 9" CONC. PATCHES OVER 4500 SFT	0	SYD	\$55.81	0.00	\$0.00	0.00	\$0.00
4	REMOVAL COOLIDGE CONCRETE PAVEMENT, MODIFIED SP	50	SYD	\$20.00	3.33	\$66.60	30.18	\$603.60
5	COOLIDGE CONCRETE PAVEMENT WITH INT. CURB, 9" CONCRETE MOD. SP	50	SYD	\$55.81	0.00	\$0.00	0.00	\$0.00
6	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD	500	SFT	\$6.00	0.00	\$0.00	0.00	\$0.00
7	SIDEWALK CONC. NON-REINF. 6" SIDEWALK/ DRIVE APPROACH MOD.	500	SFT	\$6.50	86.80	\$564.20	165.80	\$1,077.70
8	CONCRETE PAVEMENT, 24" CURB & GUTTER SECTION NON- REINF. 9" CONC. MOD	50	LFT	\$30.00	0.00	\$0.00	23.00	\$690.00
9	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR. LIMESTONE)	7,000	SYD	\$5.77	1,588.38	\$9,164.95	4,611.49	\$26,608.30
10	AGGREGATE BASE UNDER 4" & 6" & 9" CONC. (6" 21AA CR LIMESTONE)	700	SYD	\$9.00	0.00	\$0.00	0.00	\$0.00
11	ADJUST DRAINAGE STRUCTURES	12	EACH	\$250.00	4.00	\$1,000.00	11.00	\$2,750.00
12	CAST IN PLACE DETECTABLE/ TACTILE WARNING SURFACE MODIFIED	110	SFT	\$22.00	0.00	\$0.00	20.00	\$440.00
13	DRAINAGE STRUCTURE COVER	1,000	LBS	\$1.76	0.00	\$0.00	0.00	\$0.00
14	MINOR TRAFFIC DEVICES	1	LSUM	\$2,800.00	0.50	\$1,400.00	1.00	\$2,800.00
15	COOLIDGE MINOR TRAFFIC DEVICES	1	LSUM	\$3,900.00	0.00	\$0.00	0.00	\$0.00
16	PROJECT CLEAN UP	1	LSUM	\$8,000.00	0.00	\$0.00	0.50	\$4,000.00
17	INSPECTION CREW DAYS	25	DAY	\$320.00	5.00	\$0.00	0.00	\$0.00
19	COOLIDGE TRAFFIC CONTROL	0	LSUM	\$1,900.00	0.00	\$0.00	0.00	\$0.00
ALTERNATE BID ITEMS								
18	STAMPED COLORED CONCRETE PAVEMENT (TERRA COTTA)	0	SYD	\$180.00	0.00	\$0.00	0.00	\$0.00

Period Total Amount: \$83,426.33 Amount to Date: \$313,485.16

Original Contract Amount: \$499,970.50

Earnings This Period: \$83,426.33

Total Earnings to Date: \$313,485.16

Less Retainage: \$31,348.52

Net Earned: \$282,136.64

Deductions: \$0.00

Balance: \$282,136.64

Payments to Date: \$207,052.94

AMOUNT DUE MATTIOLI CEMENT COMPANY: \$75,083.70

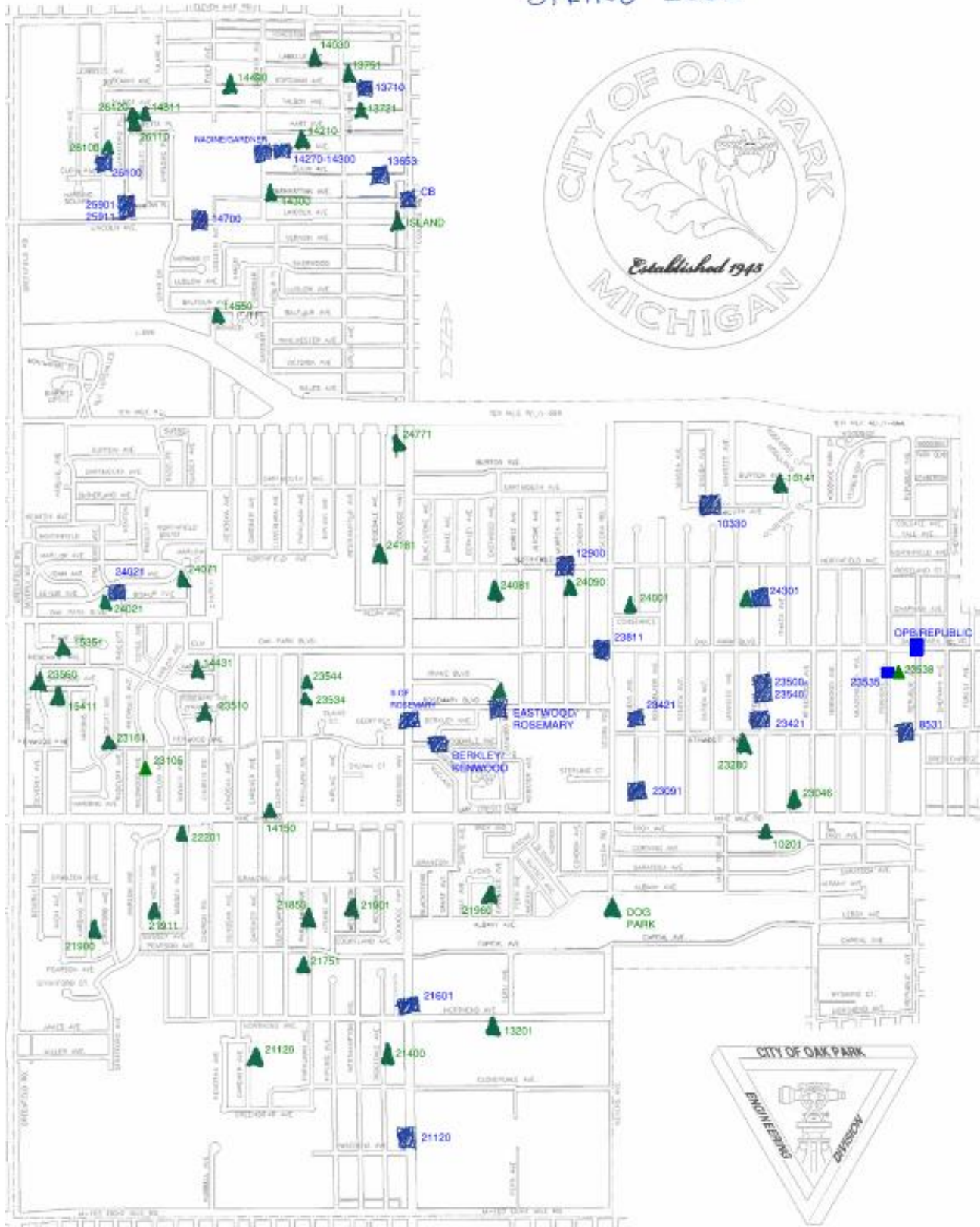
Accepted By: John Mattioli
Mattioli Cement Company

Date: Apr 21, 2023

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

Date: Apr 21, 2023

SPRING 2023



ROAD WORK									
LOCATION	DOUBLE	PAVEMENT REMOVAL (SQ.FT)	4" Conc. (sq.ft) Sidewalk	6" Conc. (sq.ft) Sidewalk/DA	4" Conc. (sq.ft) Sidewalk	6" Conc. (sq.ft) Sidewalk/DA	9" Conc. (sq.ft)	9" Conc. (sq.yd)	TYPE
BERKLEY/KENWOOD (WATER)	YES	548.25					548.25	60.92	ROAD
13710 BORGMAN (SEWER)	NO	214.5					214.5	23.83	ROAD
10330 DARTMOUTH (CB)	NO	27.26					27.26	3.03	ROAD
EASTWOOD/ROSEMARY (WATER)	YES	3922.7				62.04	3860.66	428.96	ROAD/SIDEWALK
13653 ELGIN (SEWER)	NO	82.5					82.5	9.17	ROAD
23091 GENEVA	NO	319.21					319.21	35.47	ROAD
23421 GENEVA (SEWER)	NO	102.2					102.2	11.36	ROAD
GARDNER/NADINE (WATER)	NO	66.96					66.96	7.44	ROAD
8531 KENWOOD (SEWER)	NO	306.24				64.32	241.92	26.88	ROAD/APPROACH
14700 LINCOLN (WATER)	NO	260.8				86.8	174	19.33	ROAD/APPROACH
24321 MAJESTIC (WATER)	NO	515.52					515.52	57.28	ROAD/SIDEWALK
23421 MAJESTIC	YES	556.22					556.22	61.80	ROAD
23500-23540 MAJESTIC	NO	4096.65					4096.65	455.18	ROAD
14300 NADINE (WATER)	NO	135.85					135.85	15.09	ROAD
14300-14270 NADINE	YES	4489.9					4489.9	498.88	ROAD
12900 NORTHFIELD (WATER)	TRIPLE?	3516.28				88.58	3427.7	380.86	ROAD
OAK PARK BLVD (WEST OF SCOTIA)	YES	408.5					408.5	45.39	ROAD
OAK PARK BLVD/REPUBLIC	YES	291.5					291.5	32.39	ROAD
24671 PARKLAWN	NO	115.44					115.44	12.83	ROAD
26100 RAINE (WATER)	YES	1327.45				90.6	1236.85	137.43	ROAD/SIDEWALK
23535 ROANOKE (NEW HOME)	YES	696.06	48.5				598.59	66.51	ROAD/SIDEWALK
24021 STRATFORD (WATER)	YES	467.6				138.32	329.28	36.59	ROAD/APPROACH
25901-25911 STRATFORD	YES	3013.5					3013.5	334.83	ROAD
		25,481.09	48.50	0.00	0.00	530.66	24,852.96	2,761.45	
ROAD WORK									
LOCATION	DOUBLE	PAVEMENT REMOVAL (SQ.FT)	4" Conc. (sq.ft) Sidewalk	6" Conc. (sq.ft) Sidewalk/DA	4" Conc. (sq.ft) Sidewalk	6" Conc. (sq.ft) Sidewalk/DA	9" Conc. (sq.ft)	9" Conc. (sq.yd)	TYPE
21121 COOLIDGE (SB)	NO	152.52					152.52	16.95	ROAD
COOLIDGE/MANHATTAN (CB) (SB)	NO	30					30	3.33	ROAD
21601 COOLIDGE (SB)	YES	336.6					336.6	37.40	ROAD
COOLIDGE S OF ROSEMARY (NB)	NO	453.02					453.02	50.34	ROAD
		972.14	0.00	0.00	0.00	0.00	972.14	108.02	

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



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: May 1, 2023 **AGENDA #**

SUBJECT: Maintenance agreement with the Road Commission for Oakland County for street sweeping, litter picking, and lawn mowing services on Greenfield Road from Eight to Ten Mile Roads and on Ten Mile Road from Greenfield to Maplefield.

DEPARTMENT: Public Works - *DED*

SUMMARY: The Road Commission for Oakland County has offered to compensate the City of Oak Park \$18,090.95 this summer for street sweeping, litter picking, and lawn mowing services on Greenfield Road from Eight to Ten Mile Roads and on Ten Mile Road from Greenfield to Maplefield. We would be required to sweep these roads three times per year and perform litter picking and lawn mowing services five times per year. This year's offer includes a 2.1% increase over the amount offered in 2022.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: It is recommended that the City Council approve the attached agreement with the Road Commission for Oakland County for street sweeping, litter picking, and lawn mowing services on Greenfield Road from Eight to Ten Mile Roads and on Ten Mile Road from Greenfield to Maplefield.

APPROVALS:

City Manager: ET

Department Director: DED

Finance Director: SC

Legal: _____

Budgeted: ☐

EXHIBITS: Agreement

2023 SUMMER MAINTENANCE AGREEMENT
CITY OF OAK PARK

Under 1951 PA 51, As Amended

This Summer Maintenance Agreement (“Agreement”) is made this ___ day of _____, 2023, between the Board of County Road Commissioners of the County of Oakland, State of Michigan, a public body corporate, (hereinafter variously referred to as the “Board and as the “Road Commission for Oakland County”) and the **City of Oak Park**, Oakland County Michigan, a Michigan municipal corporation hereinafter referred to as the “City.”

WHEREAS, certain county primary and local roads more specifically set forth in Exhibit A, attached hereto, are under the jurisdiction and control of the Board and are located within or adjacent to the City; and

WHEREAS, The City desires to be responsible for certain maintenance of said roads under the terms of this Agreement and the Board is willing to participate in the cost thereof as provided in Section III of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants set forth herein as provided, it is hereby agreed as follows:

I

The City hereby agrees to be responsible for performing Summer Maintenance of certain roads under the terms of this Agreement, and the Board agrees to participate in the cost thereof as provided in Section III of this Agreement. “Summer Maintenance,” herein required to be performed by City, shall mean the work and services specified in Exhibit B hereto and this Agreement. All maintenance work and services performed by the City shall be in accordance with the Board’s minimum maintenance standards and this Agreement.

II

The Board has determined and specified the equipment and personnel necessary to provide the Summer Maintenance and the City has acquired the necessary equipment and personnel so specified. The City shall keep accurate and uniform records of all Summer Maintenance work performed pursuant to this Agreement. The Board shall have the right to audit City accounts and records insofar as such documents concern this Agreement and the work and services performed and to be performed hereunder.

III

In consideration of the Summer Maintenance by the City, the Board hereby agrees to pay to the City the sum of **\$18,090.95** as set forth in Exhibit A, attached hereto and made a part hereof. Such amounts are to be used by the City for Summer Maintenance. Payments are to be made by the Board to the City as follows:

65% on September 15, 2023
35% upon completion of the last Summer Maintenance activity

The making of said payments shall constitute the Board’s entire obligation in reference to Summer Maintenance.

IV

It is specifically understood and agreed by the City and the Board that by undertaking to perform Summer Maintenance of certain county primary roads, the City does not assume the Board's legal duty to

keep said roads in such condition as to be in accordance with MCLA 224.21, reasonably safe and convenient for public travel, other than as may relate to the work and service to be performed as listed in Section I above, and the City hereby agrees to hold harmless, represent, defend with counsel acceptable to the Board, and indemnify the Board; the County of Oakland; the Office of the Oakland County Water Resources Commissioner and any and all applicable drainage districts(s); the Michigan State Department of Transportation and the Transportation Commission; any and all local units(s) of government within which the roads subject to this Agreement are located, and the respective officers, agents and employees of all of the foregoing, against any and all claims, charges, complaints, damages, or causes of action for (a) public or private property damage, (b) injuries to persons, or (c) other claims, charges, complaints, damages or causes of action arising out of the performance or non-performance of the activities which are the subject matter of this Agreement, both known and unknown, whether during the progress or after the completion thereof. However, this hold harmless provision does not apply in so far as any claim or suit is alleged to be, or demonstrated to be, the result of a defect in highway design or condition and not related to the Summer Maintenance activities set out in Section I. Further, since the Board has the statutory responsibility for maintenance of the roads under this Agreement, it is the intent of the parties that the delegation by this Agreement of those maintenance responsibilities to the City provide immunity to the City as an agent of the County. Therefore, the City falls within the governmental immunity protection of the County.

During that part of the year that the City is providing Summer Maintenance under Section I, the City agrees to notify the Board within 30 days, should it become aware of defects or maintenance requirements in the roads set forth in Exhibit A, if said defects or maintenance requirements are not Summer Maintenance subject to this Agreement.

V

The City shall acquire and maintain, during the term of the Agreement, statutory worker's compensation, employer's liability, automobile and comprehensive general liability insurance coverages, and such other insurance coverages, as described in Exhibit C attached hereto, covering the Board's liability for any and all claims arising out of the City's performance or non-performance of the activities which are the subject matter of this Agreement, and these coverages shall be obtained and maintained in accordance with the requirements set forth in Exhibit C attached hereto and made a part hereof and shall be primary and non- contributory.

VI

The City further agrees to comply with all applicable laws and regulations, including laws and regulations of the State of Michigan for safeguarding the air and waters of the State. In particular, City facilities and operations must meet the provisions of Part 5 (Spillage of Oil and Polluting Materials) rules promulgated pursuant to Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. (Rules R324.2001 through R324.2009 address release prevention planning, secondary containment, surveillance, and release reporting requirements).

VII

In accordance with Michigan 1976 PA 453, as amended, and 1976 PA 220, as amended, the City covenants not to discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status or because of a disability that is unrelated to the individual's ability to perform the duties of the particular job or position, and to require a similar covenant on the part of any subcontractor employed in the performance of the Agreement. A breach of this covenant may be regarded as a material breach of this Agreement.

VIII

City shall utilize the provisions of the Federal E-Verify Program to verify the work authorization status of all newly hired employees; and the Road Commission for Oakland County may terminate the contract for failure of City to so comply with the Federal E-Verify Program.

IX

It is the intention of the parties hereto that this Agreement is not made for the benefit of any third party.

It is anticipated that subsequent agreements regarding Summer Maintenance activities will be executed annually by the Parties hereto.

The terms and conditions of this Agreement shall become effective as of April 1, 2023 and shall continue in full force and effect until a subsequent Summer Maintenance agreement has been executed by the parties hereto or until this Agreement is terminated, as set forth below.

In the event that a subsequent Summer Maintenance agreement has not been executed by the parties hereto on or before October 15, 2023, either party may terminate this Agreement by providing the other party hereto with written notice of intent to terminate, at least thirty (30) days prior to the date of termination.

This Agreement is executed by the Board at its meeting of _____, and by the City by authority of a resolution of its governing body, adopted _____, (copy attached as Exhibit D).

Witnesses:

CITY OF OAK PARK
A Municipal Corporation

By: _____

Its: _____

By: _____

Its: _____

Witnesses:

**BOARD OF COUNTY ROAD COMMISSIONERS OF
THE COUNTY OF OAKLAND,**
A Public Body Corporate

By: _____

Its: _____

By: _____

Its: _____

EXHIBIT A

2023 SUMMER MAINTENANCE AGREEMENT

CITY OF OAK PARK

	<u>Sweeping</u>
Greenfield Road, from Eight Mile Road to Ten Mile Road. (Inside and outside in both directions)	6.74 Curb Miles
Ten Mile Road, from Greenfield Road to Maplefield. (Inside and outside and turnarounds in both directions)	8.72 Curb Miles
Total	15.46 Curb Miles
<u>Sweeping:</u> 15.46 Curb Miles x \$175.00 = \$2,705.50 x 3 Sweepings =	\$ 8,116.50
<u>Mowing:</u> 5 mowings @ \$1,403.85 per mowing =	\$ 7,019.25
<u>Litter Pickup:</u> 5 litter pickups @ \$591.04 =	\$ <u>2,955.20</u>
Total Contract	\$18,090.95

EXHIBIT B

2023 SUMMER MAINTENANCE AGREEMENT

CITY OF OAK PARK

WORK TO BE PERFORMED:

1. Sweep all roads listed in Exhibit A, in both directions of travel and around islands, as provided in this Agreement, three (3) times (once between April 15th and May 15th; once between July 15th and August 15th and once between September 15th and October 15th).
2. Cut weeds and sweep all islands located along all roads listed in Exhibit A, where applicable.
3. Pick up litter, mow grass and cut weeds within the right-of-way along all roads listed in Exhibit A.
4. The City may at its own expense sweep, cut weeds and pick up litter more frequently, subject to the other terms and conditions of this Agreement, including, without limitation, the indemnification and insurance provisions.

EXHIBIT C

2023 SUMMER MAINTENANCE AGREEMENT

CITY OF OAK PARK

SPECIAL PROVISION FOR INDEMNIFICATION, DAMAGE LIABILITY AND INSURANCE SPECIAL PROVISION FOR INDEMNIFICATION, DAMAGE LIABILITY AND INSURANCE

Indemnification and Damage Liability

See provisions of the maintenance agreement to which this Exhibit C is attached.

Insurance Coverage:

The City, prior to execution of the maintenance agreement, shall file with the Board of County Road Commissioners of the County of Oakland ("Board"), copies of completed certificates of insurance as evidence that it carries adequate insurance satisfactory to the Board; and, without the prior written consent of the Board, the City shall not cancel, reduce, or fail to renew the insurance coverage required by this Agreement. The City shall immediately notify the Board and cease operations upon the occurrence of any cancellation, reduction, modification or termination of insurance required hereunder, and shall not resume operations under this Agreement until all insurance as required by this Agreement is in full force and effect. The City shall provide in a form and substance acceptable to the Board an underwriter's endorsement to its comprehensive general liability insurance and auto liability insurance, including any excess umbrella insurance, in the amounts set forth on Exhibit C, naming the Board and the Office of the Oakland County Water Resources Commissioner as an additional named insured. The City shall obtain and deliver to the Board a notice of cancellation and non-renewal endorsement, acceptable to the Board, for the general liability, auto liability, and worker's compensation and employer's liability policies. Prior to commencing the work, the City shall provide to the Board evidence satisfactory to the Board of payment of the current premium for the required insurance and endorsements and shall also obtain certificates of insurance for each policy, providing for thirty (30) days actual (not "endeavor to") prior, written notice to the Board by the insurance carrier of any cancellation, termination reduction or material change of the policy. The City shall make sure that each of its subcontractors, if any, providing any of the work and services under this contract, shall obtain and maintain insurance as set forth in this Agreement.

The City shall provide the following insurance coverages which shall be primary and non-contributory:

- a. **Workmen's Compensation Insurance:** The insurance shall provide protection for the City's employees, to the statutory limits of the State of Michigan and \$500,000 employer's liability. The indemnification obligation under this section shall not be limited in any ways by any limitation on the amount or type of damages, compensation or benefits payable by or for the City under worker's disability compensation coverage established by law.
- b. **Bodily Injury and Property Damage Other than Automobile:** The insurance shall provide protection against all claims for damages to public or private property, and injuries to persons arising out of and during the progress and to the completion of the work, and with respect to product and completed operations for one year after completion of the work.

Bodily Injury Liability Each Person: \$1,000,000 Each Occurrence: \$1,000,000 Aggregate: \$2,000,000 -and- Property Damage Liability: Each Occurrence: \$250,000 Aggregate: \$250,000	Or: Single Limit: Bodily injury and Property Damage Each Occurrence: \$1,000,000 Aggregate: \$2,000,000
--	--

Such insurance shall include: 1) explosion, collapse, and underground damage hazards (x,c,u), which shall include, but not be limited to coverage for (a) underground damage to facilities due to drilling and excavating with mechanical equipment; and (b) collapse or structural injury to structures due to blasting or explosion, excavation, tunneling, pile driving, cofferdam work, or building moving or demolition; (2) products and completed operations; (3) contractual liability; and (4) independent contractors' coverages.

- c. Bodily Injury Liability and Property Damage Liability - Automobiles (Comprehensive Auto Liability)
The minimum limits of bodily injury liability and property damage liability shall be:

Bodily Injury Liability Each Person: \$500,000 Each Occurrence: \$ 1,000,000 -and- Property Damage Liability: Each Occurrence: \$1,000,000	Or: Single Limit: Bodily Injury and Property Damage Each Occurrence: \$2,000,000
--	--

Such insurance shall include coverage for all owned, hired, and non-owned vehicles.

- d. Excess and Umbrellas Insurance – The City may substitute corresponding excess and/or umbrella liability insurance for a portion of the above listed requirements in order to meet the specified minimum limits of liability.
- e. The City shall provide for and in behalf of the Board and all agencies specified by the Board, as their interest may appear, Owner's Protective Public Liability Insurance. Such insurance shall provide coverage and limits the same as the City's Public Liability Insurance.

Reports – The City or his insurance carrier shall immediately report all claims received which relate to the Contract, and shall also report claims investigations made, and disposition of claims to the County Highway Engineer.

See provisions of the maintenance agreement to which this Exhibit C is attached.



5K

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: May 1, 2023

AGENDA #

SUBJECT: Request authorization to bid the 2023 Shepherd Park Restroom Project, M-759.

DEPARTMENT: Public Works / Facilities – *DED*

SUMMARY: Bid documents are being prepared for the City's 2023 Shepherd Park Restroom Project, M-759. This project will construct a new restroom building within Shepherd Park.

FINANCIAL STATEMENT: There is funding available in the FY 2023-24 Parks and Recreation Improvement Fund for these expenditures.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for 2023 Shepherd Park Restroom Project, M-759 be approved. Funding is available in the FY 2023-24 Parks and Recreation Improvement Fund for these expenditures.

APPROVALS:

City Manager: _____

DED

Department Director: _____

Finance Director: _____

Legal: _____

Budgeted: ☐

EXHIBITS: None

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** May 1, 2023**AGENDA #****SUBJECT:** Request authorization to dispose of surplus vehicles / equipment.**DEPARTMENT:** Public Works - *DED***SUMMARY:** The Public Works Department is requesting authorization to have the following vehicles / equipment declared surplus and sold or disposed of in the best interest of the City.

Vehicle	Year	Description	VIN / Serial No.
#608	2001	John Deere – 72" Front Deck Mower	TC1435DO11430
#623	2001	John Deere – 72" Front Deck Mower	TC1435DO11422
#641	2009	Lesco – 32" Walk Behind Mower	7086782E185Z30013
#642	2009	Lesco – 32" Walk Behind Mower	7086787B267Z30035

FINANCIAL STATEMENT: Any funds received would be deposited in account number 402-00.000-673.000 (Sale of Fixed Assets) of the 2022-2023 Budget.**RECOMMENDED ACTION:** It is recommended that City Council declare the listed vehicles surplus and sold by sealed bid, public auction, or disposal at the lowest expense to the City in accordance with City policy.**APPROVALS:**

City Manager: _____

DED

Department Director: _____

Finance Director: _____

Legal: _____

☐

Budgeted: _____

EXHIBITS: None

MERCHANT'S LICENSES - MAY 1, 2023

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
999 LENA NAILS	12710 W NINE MILE RD	\$150.00	NAIL SALON

RENEWALS FOR 2023	ADDRESS	FEES	BUSINESS TYPE
WOODWAY CORPORATION	12981 CAPITAL AVE	\$150.00	GENERAL CONTRACTOR
PHYSICAL MEDICINE REHAB & PAIN CONSULTANTS	21675 COOLIDGE HWY # 1A	\$150.00	MEDICAL
CURV BELLA BOUTIQUE	22125 COOLIDGE HWY	\$150.00	RETAIL
SUNUGAL HAIR BRAIDING	22131 COOLIDGE HWY	\$150.00	HAIR SALON
BETSY BRIDE & FORMAL	24695 COOLIDGE HWY	\$187.50	RETAIL
H2O LIFE	24705 COOLIDGE HWY	\$225.00	MARTIAL ARTS SCHOOL
WEAVE WORLD WHOLESALERS	24725 COOLIDGE HWY	\$225.00	RETAIL
METRO BY T-MOBILE	24762 COOLIDGE HWY	\$225.00	RETAIL
ARTISTRY OF HAIR	25661 COOLIDGE HWY	\$150.00	HAIR SALON
FED EX - DISTRIBUTION \$483	21200 GREENFIELD RD	\$225.00	PACKAGE DELIVERY
TULIPS WAXING	23300 GREENFIELD RD # 222	\$225.00	SPA
REMEDY INVEST & FINANCE LLC	25900 GREENFIELD RD # 507	\$225.00	OFFICE
WEALTHY	8126 W NINE MILE RD	\$225.00	RETAIL
BUENA FE	10116 W NINE MILE RD	\$225.00	RESTAURANT
FALLOU'S AFRICAN HAIR BRAIDING	13721 W NINE MILE RD	\$225.00	HAIR SALON
CHASE CLEANERS	10831 TEN MILE # 10881	\$187.50	DRY CLEANERS

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

Today's Date: 4/18/23

Applicant Information

Applicant/Business Name: Dog and Pony Show Brewing

Applicant/Business Address: 14661 W 11 Mile Rd Ste #200

Phone number: 2488508910

E-Mail Address: kyle.gierada@gmail.com

Relation of applicant to business: Owner

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

Owner Information

Owner or manager of site: Kyle Gierada

Phone: 2488508910

Names and addresses of partners or officers of corporation:

N/A

Event Information

Proposed date(s) of event: Sat. June 17th, 2023 Has this event been held previously? ☒ Yes ☐ No

Address or location of event: 14661 W 11 Mile Rd Ste #200 Oak Park, MI

Is this a City owned park? Yes (city parking lot)

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

Nature, purpose, and detailed description of event: 2 Year Anniversary Celebration for Dog and Pony Show Brewing

We have a 500 person ticketed event and have tents, music, and food trucks in the blocked off section of the parking lot.

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

If yes, please describe how so: Tickets are for sale in the taproom and online at Dogandponyshowbrewing.com.

The ticket includes your drink tickets, special anniversary glass, and bottle of anniversary beer.

Estimated number of people attending event? 500

Hours of Event: 12pm to 5pm

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

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

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

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

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

Food Services

Will food or beverages be sold at event? ☒ Yes ☐ No, if yes please list type(s) of food to be sold:
Beer will be sold from the taproom during the event and consumed only inside the designated area.

Will the food be prepackaged or prepared on site: Food truck will be at the event

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

Mechanical Amusement

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

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

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

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

Technical/Support

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

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

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

Pop up tents for shade/weather protection will be setup in the parking lot

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

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

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

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

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

 4/18/23
Applicant's Signature

State of Michigan

ss

County of _____

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

_____.

My Commission expires: _____

Notary Public



CITY OF OAK PARK

OFFICE OF THE CITY CLERK

NAME: DOG and Pony Show BREWING

DATE: 4/20/23

ADDRESS: 14661 W. 11 MIKE

(Highlight fee to be charged)

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

CITY OF OAK PARK
14000 OAK PARK BLVD
OAK PARK, MI 48237
WWW.OAKPARKMI.GOV

Received From: DOG AND PONY
Date: 04/20/2023 Time: 11:21:18 AM
Posting Date: 04/20/2023
Receipt: 555568
Cashier: knives

ITEM REFERENCE	AMOUNT
BUSI Special Business Lic/Permits	
Special Business Lic/Permits	\$100.00
TOTAL	\$100.00
CHECK 2053	\$100.00
Total Tendered:	\$100.00
Change:	\$0.00

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Dog and Pony Show Two Year Anniversary –14661 W 11 Mile Rd. Ste #200

DATE: June 17, 2023 Hours – 12:00 p.m. – 5:00 p.m.

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
MUNICIPAL SERVICES <i>Rob Barrett</i> <i>*Dan Fairless</i>	Notification of Intent to Operate a Special Transitory Food Unit (STFU) (michiganfoodsafety.com) Proposed food truck must provide proof of license and notification of intent to operate at subject location.	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety to conduct periodic checks as part of normal patrol	30 mins	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Dave DeCoster</i>	Public Works to provide barricades for the event on Friday and pick them up Monday.	N/A	N/A
ADDITIONAL <i>Administration</i>			\$100 fee paid

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** May 1, 2023**AGENDA #**

SUBJECT: The Department of Municipal Services is requesting authorization to award the bid for the 2022 Program Year Yard Services Request for Proposals and Qualifications, M-757

DEPARTMENT: Municipal Services – RMB/KM

SUMMARY: At the April 3, 2023 regular meeting of the Oak Park City Council, the request to bid the 2022 Program Year Yard Services Contract, M-757 was approved. On April 21, 2023, One proposal was received. The sole bidder, Lawnclippers Landscaping of Warren, MI submitted a bid totaling \$525.00 per price per service total. The total amount of services requested will not exceed \$36,500. Lawnclippers Landscaping has worked with the City of Oak Park, Yard Services Program for our residents in the past and has performed great work.

FINANCIAL STATEMENT: The 2022 Program Year Yard Services expenses are funded through the Community Development Block Grant and is allocated under account number 275-16-508-818.

RECOMMENDED ACTION: It is recommended City Council award the bid for the 2022 Program Year Yard Services Request for Proposals and Qualifications, M-757, to Lawnclippers Landscaping of Warren, MI. Funding is available in the CDBG fund for this expenditure.

APPROVALS:

City Manager: _____ET_____

Department Director: _____KM_____

Director of Finance: _____SC_____

Legal: _____

Budgeted: ☐**EXHIBITS:** Bid Tab.

BID **TABULATION**

2022 Program Year Yard
Services Request for
Proposals and Qualifications,
M-757
Bid Deadline Date: April 21,
2023 @ 10:00 am
Page 1 of 1

Lawncutters
Landscaping
4564 12-Mile
Rd.
Warren, MI
48092

NO BID

NO BID

Item	Item Description	Price Per Service	Price Per Service	Price Per Service
			-	-
1	Lawn Mowing, Average Sized Lot	\$25.00		
2	Lawn Mowing, Larger or Corner Lot	\$50.00		
3	Snow Removal, Average Sized Lot, 2" - 4"	\$25.00		
4	Snow Removal, Average Sized Lot, 4" - 8"	\$50.00		
5	Snow Removal, Average Sized Lot, 8" or more	\$75.00		
6	Snow Removal, Larger or Corner Lot, 2" - 4"	\$50.00		
7	Snow Removal, Larger or Corner Lot, 4" - 8"	\$100.00		
8	Snow Removal, Larger or Corner Lot, 8" or more	\$150.00		
TOTAL PAYMENTS NOT TO EXCEED \$36,500.00		\$525.00		

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** May 1, 2023**AGENDA #****SUBJECT:** Report on bids for the Nine Mile Connector Park Project, M-746.**DEPARTMENT:** Municipal Services – Engineering *KMG*

SUMMARY: On March 24, 2023 the Nine Mile Connector Park Project, M-746 was advertised for bidding. The project was advertised and sixty five (65) contractors viewed the documents. On April 24, 2023, three (3) bids were received and opened. The low bidder, DMC Consultants, Inc. of Detroit, MI submitted a bid of \$313,768.00 for the park construction project. This project will construct the connector park between the Linear Park on Nine Mile and Troy Ave. in the area shown on the attached map. References were checked and all had positive responses.

FINANCIAL STATEMENT: This project is budgeted in the City Owned Property Fund (402-18-444-970) and the Public Improvement Fund (401-70-900-970). We were also awarded a \$100,000 DNR Grant and a \$45,000 Ralph C. Wilson Jr Foundation Grant to complete this project.

RECOMMENDED ACTION: It is recommended City Council award the regular bid for the Nine Mile Connector Park Project, M-746 to DMC Consultants of Detroit, MI for the total amount of \$313,768.00. Funding is provided in the accounts referenced above.

APPROVALS:

City Manager: _____ ET _____

Department Director: KMG

Finance Director: _____ SC _____

City Attorney: N/A Budgeted: ☐**EXHIBITS:** Bid Tab, Map of project area

BID TABULATION

NINE MILE CONNECTOR PARK PROJECT, M-746 BID OPENING DATE MONDAY, APRIL 24, 2023 10:00 AM				DMC CONSULTANTS INC. 13500 Foley Street Detroit, MI 48227 313-491-1815		WARREN CONTRACTORS 14979 Technology Drive Shelby Township, MI 48315 586-323-3350		PREMIER GROUP ASSOCIATES 2221 Bellevue Street Detroit, MI 48007 313-363-1886	
ITEM	DESCRIPTION	QUANT.	U/M	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization, Max	1	LSUM	\$ 16,500.00	\$ 16,500.00	\$ 25,000.00	\$ 25,000.00	\$ 29,936.91	\$ 29,936.91
2	Erosion Control, Inlet filter protection, fabric	4	EACH	\$ 350.00	\$ 1,400.00	\$ 100.00	\$ 400.00	\$ 125.00	\$ 500.00
3	Standard Concrete Sidewalk Pavement (6" Concrete)	1,868	SFT	\$ 15.00	\$ 28,020.00	\$ 20.00	\$ 37,360.00	\$ 18.00	\$ 33,624.00
4	Subgrade Undercutting (Modified)	100	CYD	\$ 120.00	\$ 12,000.00	\$ 70.00	\$ 7,000.00	\$ 38.00	\$ 3,800.00
5	Earthwork (earth excavation)	400	CYD	\$ 70.00	\$ 28,000.00	\$ 40.00	\$ 16,000.00	\$ 23.00	\$ 9,200.00
6	Zipline w/Disk Seat	1	EACH	\$ 22,215.00	\$ 22,215.00	\$ 23,700.00	\$ 23,700.00	\$ 26,253.61	\$ 26,253.61
7	Accessible Spinner	1	EACH	\$ 26,000.00	\$ 26,000.00	\$ 27,700.00	\$ 27,700.00	\$ 28,452.23	\$ 28,452.23
8	Bouncing Metal Swing	1	EACH	\$ 5,650.00	\$ 5,650.00	\$ 6,000.00	\$ 6,000.00	\$ 7,415.35	\$ 7,415.35
9	Post mount scavenger hunt panel	1	EACH	\$ 1,550.00	\$ 1,550.00	\$ 1,600.00	\$ 1,600.00	\$ 3,384.70	\$ 3,384.70
10	Treasure Tumble panel	1	EACH	\$ 4,895.00	\$ 4,895.00	\$ 5,200.00	\$ 5,200.00	\$ 7,936.21	\$ 7,936.21
11	ADA Solar System panel	1	EACH	\$ 2,500.00	\$ 2,500.00	\$ 2,600.00	\$ 2,600.00	\$ 3,498.91	\$ 3,498.91
12	SpinRacer panel	1	EACH	\$ 2,600.00	\$ 2,600.00	\$ 2,800.00	\$ 2,800.00	\$ 3,570.77	\$ 3,570.77
13	14 ft Shade Sail (attached to zoomtrax)	3	EACH	\$ 8,300.00	\$ 24,900.00	\$ 8,300.00	\$ 24,900.00	\$ 30,240.44	\$ 90,721.32
14	14 ft Shade Sail attached to post	1	EACH	\$ 7,500.00	\$ 7,500.00	\$ 7,900.00	\$ 7,900.00	\$ 26,825.00	\$ 26,825.00
15	Large Lollitops	2	EACH	\$ 1,400.00	\$ 2,800.00	\$ 1,400.00	\$ 2,800.00	\$ 2,395.14	\$ 4,790.28
16	Medium Lollitops	1	EACH	\$ 950.00	\$ 950.00	\$ 1,000.00	\$ 1,000.00	\$ 1,899.05	\$ 1,899.05
17	Small Lollitops	2	EACH	\$ 650.00	\$ 1,300.00	\$ 700.00	\$ 1,400.00	\$ 1,132.11	\$ 2,264.22
18	Lollitop Support Post	2	EACH	\$ 810.00	\$ 1,620.00	\$ 850.00	\$ 1,700.00	\$ 1,251.50	\$ 2,503.00
19	Play panel support posts (3.5 in OD x 100 in steel post w/ riveted cap)	6	EACH	\$ 520.00	\$ 3,120.00	\$ 550.00	\$ 3,300.00	\$ 412.16	\$ 2,472.96
20	6 FT Bench	3	EACH	\$ 2,650.00	\$ 7,950.00	\$ 2,600.00	\$ 7,800.00	\$ 2,448.44	\$ 7,345.32
21	Decorative Pedestrian Light Pole	3	EACH	\$ 7,200.00	\$ 21,600.00	\$ 7,600.00	\$ 22,800.00	\$ 11,316.86	\$ 33,950.58
22	Solar Light	8	EACH	\$ 830.00	\$ 6,640.00	\$ 800.00	\$ 6,400.00	\$ 1,139.00	\$ 9,112.00
23	ADA Square table	1	EACH	\$ 3,500.00	\$ 3,500.00	\$ 3,400.00	\$ 3,400.00	\$ 3,361.52	\$ 3,361.52
24	Trash Receptacle with Recycling	1	EACH	\$ 3,750.00	\$ 3,750.00	\$ 3,600.00	\$ 3,600.00	\$ 4,297.18	\$ 4,297.18
25	Athletic & Recreational Surface, Blue	1,830	SFT	\$ 26.00	\$ 47,580.00	\$ 25.00	\$ 45,750.00	\$ 38.11	\$ 69,741.30
26	Athletic & Recreational Surface, Green	508	SFT	\$ 26.00	\$ 13,208.00	\$ 25.00	\$ 12,700.00	\$ 38.11	\$ 19,359.88
27	Acer rubrum, 3 inch	1	EACH	\$ 950.00	\$ 950.00	\$ 920.00	\$ 920.00	\$ 1,268.82	\$ 1,268.82
28	Aronia melanocarpa 'Autumn Magic', #5 cont.	6	EACH	\$ 100.00	\$ 600.00	\$ 115.00	\$ 690.00	\$ 138.20	\$ 829.20
29	Cercis canadensis, 10 ft height	2	EACH	\$ 920.00	\$ 1,840.00	\$ 1,150.00	\$ 2,300.00	\$ 831.97	\$ 1,663.94
30	Geranium maculatum, #1 cont.	47	EACH	\$ 28.00	\$ 1,316.00	\$ 35.00	\$ 1,645.00	\$ 45.45	\$ 2,136.15
31	Panicum virgatum, 'Shenandoah', #1 cont.	9	EACH	\$ 30.00	\$ 270.00	\$ 35.00	\$ 315.00	\$ 43.59	\$ 392.31
32	Rhus aromatica 'Gro-Low', #1 cont.	5	EACH	\$ 77.00	\$ 385.00	\$ 35.00	\$ 175.00	\$ 126.14	\$ 630.70
33	Rudbeckia fulgida var sulivantil 'Goldsturm', #1 cont.	3	EACH	\$ 27.00	\$ 81.00	\$ 35.00	\$ 105.00	\$ 26.68	\$ 80.04
34	Sporobolus heterolepis, #1 cont.	22	EACH	\$ 27.00	\$ 594.00	\$ 35.00	\$ 770.00	\$ 43.59	\$ 958.98
35	Ulmus x 'Frontier', 3 inch	1	EACH	\$ 954.00	\$ 954.00	\$ 920.00	\$ 920.00	\$ 1,305.92	\$ 1,305.92
36	Plant bed preparation	67	SYD	\$ 10.00	\$ 670.00	\$ 58.00	\$ 3,886.00	\$ -	\$ -
37	Watering and cultivating, 1st year	1	LSUM	\$ 4,320.00	\$ 4,320.00	\$ 2,800.00	\$ 2,800.00	\$ 4,000.00	\$ 4,000.00
38	Watering and cultivating, 2nd year	1	LSUM	\$ 3,240.00	\$ 3,240.00	\$ 2,800.00	\$ 2,800.00	\$ 4,800.00	\$ 4,800.00
39	Class "A" Sodding (Modified)	40	SYD	\$ 20.00	\$ 800.00	\$ 20.00	\$ 800.00	\$ 6.50	\$ 260.00
TOTAL COST				\$	313,768.00	\$	318,936.00	\$	454,542.36

*Corrected by Engineer

Project Technician:

D SAMUEL

Date:

4/24/2023

PROJECT INFORMATION

Project Name:	NINE MILE CONNECTOR PARK
Project M#:	M-746
Budget Year:	2023-2024
Budget Amount:	\$150,000 + \$145,000 IN GRANTS
Bid Amount:	\$313,768.00
Apparent Low Bidder:	DMC CONSULTANTS
Total Project Views:	65
Total Bids Submitted:	3
References Checked:	yes
Expected Start of Const.	* JUNE 2023
Expected Comp. Date	FALL OF 2023
Additional Information:	

2023 / 2024
Connector Park
Construction Project

[illegible]

Project Location

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

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

At a meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held at the city hall located at 14000 Oak Park Boulevard on the 1st day of May, 2023 at 7:00 P.M., with those present and absent being,

PRESENT:

ABSENT:

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

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

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

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

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

NOW THEREFORE BE IT RESOLVED:

1. The City Council hereby authorizes the extension of the Arena Management Agreement for city property known as 13950 Oak Park Blvd, Oak Park, MI for a two-year term commencing July 1, 2023 and terminating June 30, 2025. The approved extension terms are attached hereto as an addendum.
2. The City Council has determined that the proposed rental rate for the premises of \$2,500.00 per month, in addition to Rolston Hockey LLC's agreement to assume

responsibility for all maintenance, repairs and operations at the structure represent fair consideration for Rolston Hockey LLC's possession of the premises for a period of two-years;

3. That based upon the foregoing findings and determinations, the proposed extension terms attached hereto as an Addendum appear to be in the best interest of the City, and the City Council approves the execution of the attached addendum by the City Manager on behalf of the City of Oak Park, copies of which are attached to this resolution.
4. That any renewal of the lease beyond the two-year period shall be subject to the approval of the City Council as required by Section 13 of the Charter.
5. All resolutions inconsistent with this Resolution be and hereby are rescinded to the extent of such inconsistency.

Roll Call Vote:

Yes:

No:

Absent:

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City of Oak Park, County of Oakland, State of Michigan, at a regular meeting held on Monday, May 1, 2023 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act No. 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

T. Edwin Norris, City Clerk

ADDENDUM TO ARENA MANAGEMENT AGREEMENT

This Addendum to Arena Management Agreement (“Addendum”) is effective as of July 1, 2023, between the City of Oak Park (the “City”), a Michigan Municipal Corporation, 14000 Oak Park Blvd, Oak Park, Michigan and Rolston Hockey LLC, (“Rolston”) a Michigan Limited Liability Company, 13950 Oak Park Blvd., Oak Park, Michigan, on the terms and conditions listed below.

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

WHEREAS, the City has advised Rolston that the Premises will be scheduled for demolition as part of the City’s implementation of a recreation plan in 2025 or 2026. In the interim, the City and Rolston desire to continue their relationship with respect to the Arena and are in agreement with the terms and conditions in this addendum to the Arena Management Agreement.

1. **Term of Agreement.** Upon expiration of the original term of the agreement on June 30, 2023, the term of this Addendum shall be extended by two years, commencing on July 1, 2023 and terminating at 11:59 pm on June 31, 2025 (the “Extension Term”), subject to the approval by the City Council. The Extension Term shall be terminable by Rolston on one month’s written notice.
2. **Condition of the Premises.** Rolston acknowledges and agrees that it is accepting the premises “as-is” and the City does not make any warranties or representations as to the condition of the premises or its suitability for Rolston’s intended use. Rolston further acknowledges that it has examined the Premises prior to entry into this Addendum and knows the condition thereof, and that no representations as to the condition or state of repairs have been made by the City, its agents or representatives. Under no circumstances will the City be responsible for Rolston’s loss of revenue, breach of contract with any third party, or any disruption in Rolston’s business operations arising from a condition of the premises.
3. **Responsibility for Condition of Building.** Rolston shall be responsible, at its sole cost and expense, for the maintenance, improvements, fixtures, and

equipment on the premises, defined as the ice arena structure at 13950 Oak Park Blvd., Oak Park, Michigan. Rolston must maintain the Premises in good repair and in a clean and safe condition in accordance with applicable laws. Rolston's obligation includes any alterations to the Premises that may be required for the Premises and Designated Use to comply with the Americans with Disabilities Act of 1990. Rolston must keep the Premises free of construction or other liens. Rolston will hold the City harmless against any liens that are placed against the Premises. If a lien is filed against the Premises as a result of any action undertaken by Rolston, Rolston must discharge the lien within ten (10) days after receiving notice of the lien. If Rolston fails to discharge the lien, the City may produce a discharge at Rolston's expense, which Rolston must pay immediately on demand from the City.

The City shall not be under any obligation to perform or fund any maintenance or repairs during the term of this addendum, including maintenance or repair to the structure, sauna rooms, the floors of the arena where the Zamboni is stored, the adjacent exterior concrete drive, the roof, outside walls, outside window frames, doors, HVAC systems, electrical, plumbing, security lighting, and mechanical equipment servicing the Premises, whether exterior or interior. Furthermore, the City shall not be under any obligation to inspect or examine the condition of the building at any time or to perform any normal, day to day maintenance, including, but not limited to, cleaning. The City shall continue to maintain the City-owned property adjacent to the premises, including the grass, trash receptacles, City-owned sidewalks and parking lot except as otherwise set forth in this addendum.

4. **Parking.** The City shall provide Rolston with the use of designated parking areas located adjacent to the Premises for use by the employees, agents, customers, visitors, licensees and invitees of Rolston, provided that such use does not unreasonably interfere with the use of other City facilities. Parking shall only be permitted in areas specifically designated for public parking. Rolston shall be solely responsible for the clean-up of any debris, garbage or personal property left in the parking lot areas during or within twenty-four hours after events on the Premises. Debris, garbage or other personal property shall be disposed of in appropriate containers and removed from the premises. Rolston shall not cause city-owned trash receptacles to over-flow. If debris, trash or other personal items remain in the parking lot of the Premises after Rolston events, the City reserves the right to collect any debris or trash and invoice Rolston for its services in accordance with the fee schedule approved by City Council. Prior to invoicing Rolston for the clean-up of any debris,

garbage or personal property described above, the City shall contact Rolston at 248-765-9334. Rolston shall be afforded twenty-four hours following receipt of this notice to remove any debris, garbage or personal property left in the parking lot areas before the City may invoice Rolston for clean-up services and/or issue a civil infraction.

5. **Indemnification.** Rolston will indemnify and defend the City against all claims for bodily injury or property damage relating to the Premises. The claims covered by this indemnification include all claims for bodily injury or property damage relating to (a) the condition of the Premises; (b) the use or misuse of the Premises by Rolston or its agents, contractors, or invitees; or (c) any event on or within the Premises, whatever the cause. Rolston's indemnification does not extend to liability for damages resulting from the City's intentional misconduct or for claims that arise on the adjacent city-owned property, including sidewalks and parking lot areas unless arising from the negligence or intentional misconduct of Rolston.
6. **Insurance.** Rolston must maintain in effect a commercial general liability insurance policy providing coverage for the Premises, including without limitation the structure and all common areas, with policy limits of not less than \$1,000,000 (one million) per person and \$2,000,000 (two million) per occurrence, exclusive of defense costs and without any provision for a deductible or self-insured retention. Rolston must also maintain an umbrella policy with policy limits of not less than \$4,000,000 (four million) per person/aggregate. The City of Oak Park shall be identified as an additional insured with respect to commercial general liability coverage.

Rolston must maintain in effect a property insurance policy on a special cause of loss form covering Rolston's personal property, trade fixtures, and improvements to their full replacement cost, without deduction for depreciation. The insurance must include coverage for loss of profits or business income and reimbursement for extra expenses incurred as the result of damage or destruction to all or a part of the Premises.

All insurance policies that Rolston is required to maintain must be written by carriers who are authorized to write insurance in Michigan and have an AM Best Company rating of not less than A-VIII. Any commercial general liability policy that Rolston is required to maintain will (a) name the City as an additional insured without modification; (b) be endorsed to provide that it will not be canceled or materially changed for any reason except on 30 days'

prior written notice to the City; (c) provide coverage to the City whether or not the event giving rise to the claim is alleged to have been caused in whole or in part by the acts, omissions, or negligence of the City; (d) all policies must be primary, with the policies maintained by the City being excess, secondary, and noncontributing; and (e) Rolston shall reinstate any aggregate limit that is reduced because of losses paid to below 75 percent of the limit required by this Addendum. If any policy that Rolston is required to maintain is written on a claims-made insurance form, each policy must have a retroactive date that is not later than the Commencement Date. Furthermore, if insurance coverage is written on a claims-made basis, Rolston's obligation to provide insurance will be extended for an additional period equal to the statute of limitations for such claims on the Expiration Date of the term, plus one year.

This Addendum requires Rolston to obtain insurance to cover any claim for loss resulting from fire or other casualty. If Rolston fails to obtain or maintain insurance as required by this Addendum, it bears the full risk of its own loss.

7. **Assignment and subletting.** Rolston shall not assign its rights under this Addendum, in whole or in part or sublet all or any portion of the Premises.
8. **Indemnification.** The City shall not be liable for any damage or injury occurring on or about the Premises, or for any personal property whatsoever that may be on the Premises. Rolston agrees to protect, indemnify, and hold the City harmless from and against any and all loss, costs, expense, damage, or liability arising out of any accident or other occurrence on or about the Premises, causing injury to any person or property, no matter how caused.
9. **Notices.** Any notice that either party may, or is required to, give may be served personally or sent by first-class mail, postage prepaid, as follows:
 - a. to Rolston at the Premises;
 - b. to the City at the address set forth in paragraph 1;or at such other places as may be designated in writing by the parties from time to time.
10. **Fire or destruction.** If the Premises, or any substantial part of the Premises, is destroyed by fire or other casualty so as to render it uninhabitable, either

the City or Rolston shall have the right to terminate this Lease on written notice.

11.Modification of Agreement. Except as specifically and expressly modified by this Addendum, all terms, covenants and conditions of the Arena Management Agreement dated June 1, 1996, as amended and extended by an Extension of Arena Management Agreement dated January 2014, and July 15, 2016 Assignment and Assumption of Arena Management Agreement shall continue in full force and effect, unmodified.

12.Effective date. This addendum shall be effective on July 1, 2023.

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute this Addendum as of the effective date.

THE CITY OF OAK PARK, a Michigan
Municipal Corporation

By: Erik Tungate
Its: City Manager
Dated: _____

ROLSTON HOCKEY LLC, a Michigan
Limited Liability Company

By:
Its:
Dated: _____

[End of Document]

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** May 1, 2023**SUBJECT:** Special Assessment District No. 704 and No. 707 - Unpaid Delinquent Exception Recommendations**DEPARTMENT:** Finance/Treasury

SUMMARY: At the council meeting of April 3, 2023, City Council adopted Special Assessment Resolution No. 9 to confirm the roll with the exceptions of twenty-six (attached hereto), which were removed temporarily for further review. City Council also adopted Special Assessment Resolution No. 10, setting the due date of May 17, 2023, together with the penalty of ten percent (10%) for Special Assessment District No. 704 Delinquent Utilities and Special Assessment District No. 707 Sidewalk Replacement.

FINANCIAL STATEMENT:

RECOMMENDED ACTION: It is recommended that the unpaid invoice(s) belonging to the following parcel(s) be restored to the Special Assessment District No. 704 along with the original 10% penalty:

52-25-19-402-005 14231 Lincoln
52-25-29-252-010 24220 Geneva
52-25-32-202-006 10731 Troy
52-25-29-302-042 13320 Irvine
52-25-29-257-002 24110 Rensselaer
52-25-30-454-009 23090 Cloverlawn
52-25-29-428-011 10150 Oak Park Blvd

And the following parcel(s) be restored to the Special Assessment District No. 707 along with the original 10% penalty:

52-25-30-302-006 15311 Oak Park Blvd & 52-25-29-226-032 24631 Manistee
52-25-29-203-020 24601 Oneida & 52-25-29-253-013 24331 Seneca
52-25-29-253-012 24200 Rensselaer & 52-25-29-252-010 24220 Geneva
52-25-30-228-011 24660 Westhampton & 52-25-28-176-026 24341 Sherman
52-25-29-252-026 24201 Rensselaer & 52-25-29-281-010 24020 Manistee
52-25-29-227-001 24530 Manistee & 52-25-29-401-016 10740 Oak Park Blvd
52-25-29-226-009 24640 Oneida & 52-25-29-428-011 10150 Oak Park Blvd
52-25-29-277-019 24231 Majestic

It is also recommended that the invoice(s) belonging to the following parcel(s) be removed from Special Assessment District No. 704 along with the original 10% penalty:

52-25-32-129-016 22171 Scotia
52-25-29-253-013 24331 Seneca
52-25-32-104-036 21931 Vale

And the following parcel(s) be removed from Special Assessment District No. 707 along with the original 10% penalty:

52-25-30-476-001 23160 Parklawn

APPROVALS:

City Manager: _____ET_____

Department Director: _____SL_____

Director of Finance: _____SC_____

Budgeted: ☐

Legal: _____

EXHIBITS: Attached



CITY OF OAK PARK

Municipal Services

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

To: Kim Marrone, Municipal Services Director

Date: April 24, 2023

From: Kara Grisamer, P.E., City Engineer

Subject: SAD 707 Sidewalk Objections

Parcel ID#: 25-29-226-032
Address: 24631 Manistee
Property Owner: Tanya Avila -

Complaint- Work was sloppy, little cracks around walk, uneven.

Investigation – Walked property 4/13/23. New sidewalk was placed correctly.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-29-203-020
Address: 24601 Oneida Blvd.
Property Owner: Baiil Jacob – 248-632-4478

Complaint- Claims work done during pandemic. Other cities don't charge homeowners. Unable to pay. Believes state money distributed during pandemic should be used for sidewalk charges. They are recently bereaved after the loss of their son.

Investigation – Oak Park Code of Ordinances Chapter 66 – 115 – Construction by city.

If the owner of any lot or premises shall fail to build any particular sidewalk when notified so to do as described in the notice, and within the time and in the manner required thereby, the director of public works is hereby authorized and required, immediately after the expiration of the time limited for the construction or rebuilding by the owner, to cause such sidewalk to be constructed. **The expense thereof shall be charged to such premises and the owner thereof, and collected as provided in [section 12.14](#) of the city Charter.**

The sidewalk project was also delayed from 2021 to 2022 due to the pandemic.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-29-253-013
Address: 24331 Seneca Ave.
Property Owner: Devonna Whitfield – 313-346-6108

Complaint- Never received any info prior to hearing notice.

Investigation – Sidewalk information packets (Sidewalk cards, FAQ, and project description) were sent in spring 2021 and spring 2022 via USPS due to the project being delayed. Any packets that were returned to us were revised and re-sent. Packets were sent to the property owner on record with the city, which is the objector. Home was purchased in 2013.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-29-253-012
Address: 24200 Rensselaer Blvd.
Property Owner: Timothy Clair / Michelle Carter – 313-516-1113

Complaint- Unable to pay. Homeowner is a disabled veteran. Objector disagrees with the amount of sidewalk replaced, thinks it is too much.

Investigation - Total of 8 sidewalk flags were replaced on a corner property. They did not call our office for a sidewalk re-inspection prior to the project due to the disagreement. The objector's ability to pay is beyond our control. See previous quote of our sidewalk ordinance.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-29-252-010
Address: 24220 Geneva Ave.
Property Owner: Curtis Floyd – 313-671-8551

Complaint- Unable to pay due to fixed income. Didn't think sidewalk needed repairs.

Investigation – They did not call our office for a sidewalk re-inspection prior to the project due to the disagreement. The objector's ability to pay is beyond our control. See previous quote of our sidewalk ordinance.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-30-228-011
Address: 24660 Westhampton Ave.
Property Owner: Scott Smith – 248-252-0466

Complaint- Sidewalk didn't need repair. City owns Sidewalk. Landlord is on fixed income and cannot afford to pay for replacement.

Investigation – Trip hazard complaint was called in by a resident. They did not call our office for a sidewalk re-inspection prior to the project due to the disagreement. The objector's ability to pay is beyond our control. See previous quote of our sidewalk ordinance. This property is a certified rental property.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-28-176-026
Address: 24341 Sherman
Property Owner: Maurice Smith – 517-937-4486

Complaint- Sidewalk is worse now and holding water when it rains or freezes.

Investigation – Walked property 3/31/23 directly after heavy rain (pictures taken). New sidewalk was placed correctly, no water present on sidewalk. Also, of the 13 total sidewalk flags that were replaced at this corner lot, 8 of them are being paid for by Consumer's Energy as part of their gas main replacement project. The total costs to the Owner was reduced from \$1,635.38 to \$682.50 thanks to the gas main project.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-29-252-026
Address: 24201 Rensselaer Ave.
Property Owner: Lois Stevens

Complaint- Was told there was no monthly payment arrangements and total payment is due by July 2023.

Investigation – Partial payments are accepted by Finance. Financing options were sent with the sidewalk card, but the objector did not meet the minimum requirements of \$1,000. The objector's ability to pay is beyond our control. See previous quote of our sidewalk ordinance.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-29-281-010
Address: 24020 Manistee Ave.
Property Owner: Larry Dolsey – 248-850-8792

Complaint- Filed bankruptcy in 2019. Unable to pay.

Investigation – Sidewalk invoice was not part of bankruptcy proceedings. Financing options were sent with the sidewalk card, but the objector did not meet the minimum requirements of \$1,000. The objector's ability to pay is beyond our control. See previous quote of our sidewalk ordinance.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-30-476-001
Address: 23160 Parklawn Ave.
Property Owner: Beverly Wiggins – 248-787-4263

Complaint- Thought bill was paid. Sidewalk Payment was applied to taxes and refund was returned.

Investigation - Sidewalk Payment was applied to taxes and refund was returned. Sidewalk bill was never paid. Internal error by Finance Department.

Recommendation: Property owner should still be responsible for all unpaid charges to date. Finance department should resend invoice for the balance on the sidewalk invoice with no penalty charges.

Parcel ID#: 25-29-227-001
Address: 24530 Manistee Ave.
Property Owner: Sheila and Sonya Bell – 248-320-1137

Complaint- Received 2 bills, one was correct one was for different address.

Investigation – Incorrect bill was removed from the account. The issue was corrected and one invoice was destroyed. The objector is still liable for the invoice that applies to their property.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-29-401-016

Address: 10740 Oak Park Blvd.
Property Owner: Monica Kimble – 248-990-8782

Complaint- Does not like that work was done during pandemic. Wants a payment plan with no fees.

Investigation – Project was delayed from the 2020-2021 FY due to the pandemic. Financing options were sent with the sidewalk card, but the objector did not meet the minimum requirements of \$1,000. The objector's ability to pay is beyond our control. See previous quote of our sidewalk ordinance.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-29-277-019
Address: 24231 Majestic Ave.
Property Owner: Brian Meter– 313-443-3276

Complaint- Shouldn't be late fees. Consider people on fixed income or total income amounts. Allow people to pay over time, as long as it takes.

Investigation – Total amount owed is \$233.63. Financing options were sent with the sidewalk card, but the objector did not meet the minimum requirements of \$1,000. The objector's ability to pay is beyond our control. See previous quote of our sidewalk ordinance.

Recommendation: Property owner should still be responsible for all unpaid charges to date. Partial payments are accepted.

Parcel ID#: 25-29-226-009
Address: 24640 Oneida Ave.
Property Owner: Lorenzo Riley – 313-353-3645

Complaint- Feels they should not be responsible for sidewalk due to city tree.

Investigation – Trees provide more value to property. Financing options were sent with the sidewalk card, but the objector did not meet the minimum requirements of \$1,000. The objector's ability to pay is beyond our control. See previous quote of our sidewalk ordinance.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-30-302-006
Address: 15311 Oak Park Blvd
Property Owner: Richelle Ivey – 248-416-8411

Complaint- Feels they should not be responsible for sidewalk due to bullying by staff member on a power trip.

Investigation – Objector called our office at the end of February 2022 to make a sidewalk complaint on her property. She spoke to Jennifer. Jennifer has an automatic sidewalk complaint disclaimer when people call letting them know that A. The city has to act on any sidewalk complaints we receive, and B. the sidewalk for the entire property will be measured and the homeowner will be charged for it. There is no reason to believe that this disclaimer did not get conveyed to the objector.

Jennifer and Dan knew that if the sidewalk was measured up quickly after the complaint was made, we could add it to the upcoming sidewalk project work. Our quick actions would save the homeowner a lot of money. If we waited, it would have to be done under the Miscellaneous Concrete project for \$1 - \$2 more per square foot. It just so happened to be decent weather with no snow on the ground, so BOTH Dan and Jennifer went out to measure the sidewalk shortly after the complaint. A run of seven sidewalk flags in a row were identified with a new high point identified to shed water in both directions towards the driveways. If we had just addressed the low spot from the original complaint, it would have relocated the problem elsewhere on the property frontage.

The objector was mailed the entire sidewalk package including sidewalk card, FAQ, and financing flyers in early March 2022. The sidewalk card contains the direct number to the Engineering Department and invites people to call if they have any questions about their sidewalk. The phone number is in the middle of the page directly above the sidewalk cost calculation. We had 99 sidewalk re-inspections and homeowner meetings between March 1, 2022 and the end of May 2022. The objector did not call with any questions prior to her sidewalk being removed and replaced.

Jennifer Wilson was off on sick leave and then vacation for the entire month of June. The sidewalk at 15311 Oak Park Blvd was removed on June 9th and replaced on June 13th. Dan Samuel contacted the objector during the removal phase of the project to let her know that one flag of the service (private) sidewalk would need to be removed in order to make the slopes on the public sidewalk work, and that the city would pay for that portion of the work. The objector agreed and said nothing else to us at that time.

On June 28th, the objector called Engineering and spoke with Kara Grisamer. Kara looked up the sidewalk card while they were on the phone and saw that the work at the property had already been completed. She said it was too late to complain about the sidewalk because the work had already been done. Pictures of the sidewalk would not convey sidewalk slopes, which was the reason that a long run of sidewalk had been identified for removal. The objector then delivered the written letter complaining about Jennifer Wilson's treatment of her to the window at our office and Kara briefly spoke with her.

We reviewed the letter, the sidewalk card, and spoke to Dan about his interaction with the objector. He remembered measuring up the property because it was unusual for us to be able to measure sidewalk in the winter to get it on the upcoming sidewalk project. We had to wait until Jennifer returned to the office after July 4th to ask her about her interaction with the objector. She vaguely remembered talking to her in July, but now over a year later does not remember the phone call or interaction at all.

Jennifer did not take any sidewalk complaints personally and generally does not get upset when someone accuses the city of doing something wrong, especially prior to her tenure at the city. She understands that for some people, a lot of money is on the line and the work she does is important. She also measured the sidewalk with our other engineering technician, who reported no irregularities during the measuring phase. She has been trained in measuring sidewalk according to the Americans with Disabilities Act (ADA) standards, which are very stringent for both cross slope and running slope for a public walkway. Our city's sidewalk program exists to ensure that the city's public walkways meet the current ADA standards. This is also why we must act when we get a complaint about sidewalks and why we measure up the entire property when a complaint is made.

There is no evidence that Jennifer acted with malice or abused her position as a city employee. The city makes no money from the sidewalk program, and neither Jennifer nor Dan derive any personal benefit either. There is no motive for anyone in the Engineering department to mark up more sidewalk than is necessary to meet the standards laid out in the ADA. When we measure sidewalk, either as part of the regular sidewalk program or as a response to a complaint, we don't consider the homeowners personally at all. We only consider the federal law as written and as we were trained to do. We understand that maintaining a public walkway is a weighty responsibility, and we apply our training and judgement so that all of the public has fair and free access to the City's sidewalks.

Recommendation: Property owner should still be responsible for all unpaid charges to date.

Parcel ID#: 25-29-428-011
Address: 10150 Oak Park Blvd.
Property Owner: Daryl Wilson drylwlsn@gmail.com

Complaint- Arrangements will be made to pay the outstanding invoice before May 17th.

Investigation – No complaint to investigate, will pay the outstanding sidewalk invoice.

Recommendation: Property owner should still be responsible for all unpaid charges to date.



CITY OF OAK PARK

Utility Billing Division

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

To: Erik Tungate, City Manager
From: Kevin VanDeWalle, Water Supervisor
Date: April 27, 2023
RE: Special Assessment District # 704 Unpaid Utility Invoices

At City Council's request, the Utility Division has completed an investigation of the concerns voiced at the April 3, 2023 special assessment public hearing for unpaid invoices.

We have investigated all the concerns and mailed letters to the property owners informing them of the Investigation. Attached are copies of the letters that were mailed out.

It is the opinion of the City of Oak Park Utility Division that the following parcels be removed from the Special Assessment Roll # 704 Unpaid Utility Invoice.

Parcel # 52-25-32-104-036	21931 Vale
Parcel # 52-25-23-129-016	22171 Scotia
Parcel # 52-25-32-133-009	24331 Seneca

It is the opinion of the City of Oak Park Utility Division that the following parcels remain in the Special Assessment Roll # 704 Unpaid Utility Invoice.

Parcel # 52-25-29-428-011	10150 Oak Park Blvd
Parcel # 52-25-32-202-006	10731 Troy
Parcel # 52-25-29-302-042	13320 Irvine
Parcel # 52-25-19-402-005	14231 Lincoln
Parcel # 52-25-30-454-009	23090 Cloverlawn
Parcel # 52-25-29-257-002	24110 Rensselaer
Parcel # 52-25-29-252-010	24220 Geneva

Sincerely,

Kevin VanDeWalle
Water Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: May 1, 2023**AGENDA #****SUBJECT:** Tax Foreclosure RFQ Recommendations**DEPARTMENT:** Economic Development & Planning

SUMMARY: The City has conducted the tax foreclosure process for five years taking two years off due to the COVID 19 pandemic and the County not being able to foreclosure. This process has contributed to raise property values and bring more homeowner occupants into the City. Over the past few years we have selected two companies to work with in this process based on the volume of properties that we receive in foreclosure.

We did a formal RFQ process again this year and have selected FPJ Investments, LLC as the developer for this year's tax foreclosures.

While we have not yet received the list of foreclosures we do not know how many properties will be on the final list this year. Last year over 200 properties were initially on the list and only 3 made it to the final list. Again, this year we had over 200 properties on the initial list. It is the recommendation from the review committee to recommend that City Council select FPJ Investment for the 2023 tax foreclosure process.

FINANCIAL STATEMENT: Properties will close simultaneously so the City is only without the funds for a short time.

RECOMMENDED ACTION: Approve the recommendation to select FPJ Investment, LLC as the selected bidder for the 2023 tax foreclosure process.

APPROVALS:

City Manager: _____ ET _____

Director: _____ KM _____

Finance Director: _____ SC _____

Budgeted ☐**EXHIBITS:** Bid, scoring sheet

CITY OF OAK PARK, MICHIGAN
PROPOSAL FOR 2023 TAX FORECLOSURE RFQ

Attn: Kimberly Marrone
Economic Development and Communications Director

FPJ Investments, LLC
James Budziak TITLE: Member
17401 Mack Ave., Detroit, MI 48224
OFFICE 313-544-6826 FAX 313-426-6184
EMAIL: jim@fpjinvestments.com

April 5th, 2023

PART ONE CRITERIA

CONSTRUCTION EXPERIENCE and CAPACITY EXPERIENCE (PART TWO CRITERIA)

The wave of foreclosures (both tax and mortgage) have depressed home values and lowered the tax base in many area communities. Investors have been buying up many of these properties and converting them into rental homes without completing any significant improvements. I recognized this challenge and came up with two unique approaches to help communities manage the problem. Implementation of my approaches has allowed me to acquire and renovate properties in 87 different communities spanning 9 counties.

The first approach involved forming a partnership with Southwest Housing Solutions to acquire bank owned properties, renovate them, and sell them to owner occupants. Southwest had access to bank owned properties and was looking for an experienced partner in managing, rehabilitating and marketing them. Through our Joint Ventures with Southwest Housing Solutions over the past 9+ years we have acquired 655+ properties throughout the tri-county area. We then set the scope of work, completed the rehabilitation and handled the marketing of these properties. Our average renovation cost was \$40,000+. Our work has increased property values and brought life back into homes that were in poor condition. Many of these properties bring challenges with them that a typical homeowner or investor would not have the knowledge to properly address. Our experience with problems such as water damage, mold, and structural deficiencies has allowed us to transform these properties into beautiful homes again. In short, our partnership has enabled communities to avoid the negative effects of bank owned sales in favor of fully renovated top-of-market home ownership sales.

The second approach involved working directly with cities and the Wayne County Land Bank to acquire the tax foreclosed homes in their communities. We have accomplished this by assisting cities in exercising their Right of First Refusal ("ROFR") to purchase the properties before they go to the County Tax Sale. With this approach we have purchased, renovated and sold to owner occupants over 390 homes in the past 9+ years. Through a signed development agreement, we commit to make an average minimum investment in the properties and market them to owner occupants. We perform significant interior and exterior renovations (averaging \$40,000+) on each property and sell them on the MLS at market value. This investment helps to not only increase the value of the properties we sell, but also increases the neighborhood values by providing good comparables for other sales in the area. By working with us, cities and the WCLB have been able to take control of the tax sale properties in their communities. Using this approach, we are currently working with the following Cities/Townships/Land Banks: City of Oak Park / Ferndale / Dearborn Heights/ City of Centerline / City of Port Huron / Redford Township / City of Wayne /City of Ecorse/ Detroit Land Bank. We have been in these communities for years. By working together, we have had a positive impact on property values.

Our goal at FPJ Investments is to always provide a quality product to our homebuyers and to stand behind our work. We want our clients to have a great experience and enjoy their home for years to come. Our mission extends to working to increase property values and stabilizing neighborhoods. We measure our success by the happy home owners who really enjoy having a safe, renovated home as well as in the satisfaction expressed by the municipalities where homes are back producing tax revenue and providing good comparables for local sales.

We have well established relationships with 40+ contractors to help insure that properties are renovated with quality and in a timely manner. All work is completed by licensed & insured contractors who pull permits & obtain C of O's. Permits are prominently displayed so neighbors have the comfort of knowing that the renovations are being performed properly. Our experience allows us to have a system in place for landscape maintenance, cleanups, snow removal, and the maintenance that is required on single family homes. With our established team and our experience, we are confident that our existing strategies will continue to be successful.

We plan to continue to use Rely On Construction to take the lead on our renovations. They are a licensed builder with the State of Michigan. In addition, I (James Budziak) am a licensed builder (see attached License) with the State of Michigan. I am also the Qualifying Officer of FPJ Investments LLC for our builder's license.

With our extensive experience renovating tax sale properties we rarely experience surprises. When we do, we can quickly find solutions and work through the problems. We rely on our own experience as well as the expertise of our contractors to keep the projects on schedule.

MINIMUM INVESTMENT

We are committed to a minimum investment of \$35,000.00 per property. Although based on our experience in Oak Park I would expect our investment in any one property to be not less than \$45,000.00 (see attached table in Capacity Experience section in Part Two).

AVERAGE INVESTMENT

We are committed to an average investment per property of \$50,000.00 or more. Based on our experience in Oak Park (see attached table in Capacity Experience section in Part Two) we would expect our average per property costs to be in the \$60,000.00 range. As part of our investment we would agree to pay any outstanding water, property taxes, assessments, and city code violations.

ADMINISTRATIVE FEE

The administrative fee of \$7000.00 per property is acceptable to us.

FINANCIAL STABILITY

FPJ Investments will either self-fund the project or use our Line of Credit with Corevest LLC (attached).

OCCUPANT TYPE

We have unique experience when it comes to selling properties to owner occupants. Working with many cities and the Neighborhood Community Stabilization Trust we have renovated and sold hundreds of properties to owner occupants. I have attached an Owner Occupant Certification that we have used in several cities. All homes acquired through the program in Oak Park will be sold to owner occupants.

VACANT LOT

We would agree to build a new construction home on any vacant lots. I have been a licensed builder since 1996 and have extensive new construction experience. We built 8 new homes from 2016 through 2019 in Oak Park and are committed to doing so again if given the opportunity. We are currently building 16 Townhouses in Detroit, which allows us to be prepared for any new construction opportunities in Oak Park.

PART TWO CRITERIA

CAPACITY EXPERIENCE:

It has been a pleasure working with the City of Oak Park since 2015. The support we have received from the various City departments has been remarkable. From 2015 through 2023 we purchased, renovated and sold 45 homes to owner occupants. In addition to the renovations of the existing homes we have also built 8 new homes. The significant renovations completed on these properties have led to some very favorable sales prices. All home sales have been completed using the MLS which allows both realtors and prospective buyers equal access to any properties in which they have interest. The MLS also allows access for appraisers. They can use these sales as comps for other home sales in the city. All of these systems help to increase property values for the entire City of Oak Park.

We acquired 2 existing homes in Oak Park in 2022 as part of the tax sale program. In addition to these we also acquired one property at the Oakland County Auction in Oak Park. The renovation on the 2 homes acquired from the City is complete and they are listed for sale. The third home is under renovation and will be listed May 15th. The average renovation cost over the three homes was \$50,235.49. This meets our contractual requirement of a \$50,000.00 average cost of renovation per home. The lowest renovation cost on any one home was over \$40,000.00, exceeding the minimum requirement of \$35,000.00. Our track record clearly shows that we consistently and significantly exceed the minimum requirements when completing the renovations.

Here is a summary of the houses we acquired in 2022 from the City of Oak Park.

<u>ADDRESS</u>	<u>STREET</u>	<u>CITY</u>	<u>PROPERTY STATUS</u>	<u>RENOVATION COSTS TO DATE</u>	<u>ASSESSED VALUE</u>	<u>SALE PRICE</u>
10211	CORNING	OAK PARK	LISTED	\$ 43,014.03	\$ 32,500.00	\$ 139,900.00
10741	SARATOGA	OAK PARK	LISTED	\$ 47,851.23	\$ 32,600.00	\$ 139,900.00
8761	LEROY	OAK PARK	UNDER RENOVATION	\$ 59,841.21	\$ 62,800.00	\$ 189,900.00

QUALITY OF WORK

We are familiar with the Housing Quality Standards and the Michigan Residential Code and plan to exceed these requirements. We frequently have the building department do a pre-construction walk through so that we can make sure our contractors are aware of all the issues the building department wants addressed. We plan on continuing this practice if selected as one of the developers this year. Also, as part of this process, all municipally required pre-sale inspections are ordered and completed. We are a local company and are easy to communicate with to address any issues.

We keep a close eye on quality control in two ways. The first is to walk the properties numerous times during the construction process and give final approval to the contractor once completed. The second is by working with experienced agents that know our system and what we expect. The agent that lists the property will walk it and because of their experience with renovated properties they will bring any issues that need to be addressed to our immediate attention. Any issues will then be quickly rectified.

Please see attached photos for examples of our quality of work.

TYPICAL SCOPE OF WORK

Refinish hard wood floors or install new carpet

Replace roof if needed

Replace windows if needed

Update electrical and plumbing as needed

Replace furnace if needed or clean and inspect if age is current

Replace or Repair gutters and down spouts

Repair or replace drive and walkways if necessary

Replace all light fixtures and switches with energy efficient models

Replace or re-glaze bathtubs

Paint throughout interior and basement

Paint exterior and tuck point where necessary

New kitchen cabinets and granite counter tops with backsplash

New bathroom vanities

Replace kitchen and bathroom flooring

Clean up landscape and plant new vegetation and trim existing plants

MATERIALS USED

While we are remodeling homes, we like to make improvements keeping their environmental impact in mind. With the large volume of properties that we renovate, we have been able to negotiate volume discounts. We are thereby able to provide higher quality products in our homes that can include new high efficiency furnaces, energy star appliances (including microwave, dishwasher, refrigerator and stove), new vinyl windows, new roofs, new storm doors, energy star rated hot water tanks and insulation upgrades.

SALES

The experienced agents we work with are also members of the National Association of Realtors and local associations. They have significant experience selling renovated tax sale properties ensuring top dollar for our homes while increasing the taxable values. They also have relationships with numerous loan officers and can refer clients when needed. The loan officers can help find down payment assistance when necessary. The properties are listed on the MLS which gives fair access to all prospective buyers.

As previously mentioned in the Capacity Experience section we have renovated and sold 45 properties in Oak Park to owner occupants since 2015. With various other partnerships we have also recently renovated and sold to owner occupants additional homes in Oakland County which gives us additional experience in this local market. These were all listed on the MLS and sold at market value.

Furthermore, we have a relationship with Visionary Title Agency which ensures quick and efficient title searches. They provide us with the information we need to supply a clean title to our buyers. All buyers receive a warranty deed and title insurance.

COMMUNITY SUPPORT

I am very grateful for the opportunity I have been given to work with the City of Oak Park. Under the leadership of Mayor McClellan, City Council, the Building Department and with the strong support of Kim Marrone, I feel we have built a relationship that can continue to serve the City of Oak Park well. I am highly committed to continuing my hard work as well as my support of various community organizations as we work together to make the city an even better place. I truly believe in giving back to the communities in which I am fortunate enough to work.

Over the last five years, we have contributed \$50,000 to various charitable causes in the City of Oak Park. The donations included \$5000.00 for Summer Blast in 2022, \$20,000 for downtown street improvements in 2021, \$10,000 for Summer Blast in 2019, \$10,000 for façade improvement in 2018, and \$5,000 for Summer Fest in 2018.

Again, thank you for the opportunity to work in such a great community with great people.

TIMELINE

Week one- after gaining possession of the property

All homes are re-keyed and secured within one week of our property acquisition

Landscape and exterior cleanups are completed within one week of acquiring the property, so neighbors can see an immediate impact

Tarp roof, if necessary, to protect the property within one week

Complete initial property evaluation to determine if any risks are present

Week two-three

Order dumpsters

Clean out houses and garages

Tarp roofs if needed

Take interior and exterior photos

Order any required inspections

Set the scope of work for each home and get them approved

Week four-five

Assign contractors to jobs

Pull all necessary permits

Order new roofs and windows that will be needed

Week five-six

Renovations are started

Week six-fourteen

Renovations are being completed

Week fourteen-sixteen

Order final inspections and obtain C of O's

Landscaping completed

List home on the MLS, place yard sign and hold open houses

CITY OF OAK PARK

Tax Foreclosure RFQ Submittal

14000 Oak Park Blvd., Oak Park, MI 48237

Request for Quotes Tax Foreclosure 2022 RFQ Released: 02/23/23 Deadline for Questions: 4pm on 03/23/23
Deadline for Quotes: 3pm on 04/05/23 Economic Development and Planning Department 14300 Oak Park Blvd Oak
Park, MI 48237

DATE ISSUED: February 23, 2023

DATE DUE: April 5, 2023, 3:00PM (LOCAL TIME)
Bid will be opened publicly at this time at,

CITY OF Oak Park

ATTN: Ed Norris, CITY CLERK

14000 Oak Park Blvd.

Oak Park, MICHIGAN, 48237

Evaluation and Scoring

Qualifications of proposed bidders will be determined by the evaluation committee's assessment of technical qualifications contained in the sealed bid. A maximum score of 100 could be awarded with a minimum score of 75 needed to qualify.

<u>Part One Criteria</u>	<u>Points</u>	<u>Description</u>
<u>All must be met to be considered for Part two</u>		
Qualifications of Firm	5	Demonstrated experience
Minimum Investment	5	Committed minimum amount invested per property of \$35,000
Average Investment	5	Commitment to an average investment per property of \$50,000
Administrative Fee	5	Fee to cover City administrative costs per property of \$7,000
Financial Stability	5	Evidence of financial stability that cash reserves and/or guarantee of financing a minimum of seven homes
Occupant Type	5	Must commit that all homes be sold to homeowner occupants
Vacant Lot	5	Build new home on vacant lot

Part Two

<u>Part Two Criteria</u>	<u>Points</u>	<u>Description</u>
Capacity Experience	5	Demonstrated experience in working with a similar amount/capacity of home in a certain timeframe
Quality of work	5	Evidence of quality of past home construction work (before/after pictures)
Materials Used	5	The use of sustainable, energy efficient materials and design
Sales	5	Evidence of comparable sales of similar homes at fair market value in the surrounding geographic area (past projects)
Community Support	5	Evidence of past support for the community and/or commitment to future support for the community
Timeline	5	Timeline of project from beginning to completion

CERTIFICATION FORM NOTE

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE SUBMITTAL CERTIFICATION

The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the "Respondent"), that the information provided in this RFQ submittal to the CITY OF OAK PARK is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this RFQ in its entirety and accepts its terms and conditions.

FPJ INVESTMENTS LLC

(Name of Respondent)



(Signature of Authorized Representative)

JAMES BUDZIAK

(Typed Name of Authorized Representative)

MEMBER

(Title)

4-5-23

(Date)

Respondent Name: JAMES BUDZIAK

Company Name: FPJ INVESTMENTS LLC

Date of submission: 4-5-23

<u>Criteria</u>	<u>Bid Detail</u>	<u>Supporting Documentation</u>
Qualifications of firm		
Minimum investment		
Average investment		
Administrative fee		
Financial stability		
Occupant type		
Vacant lot		
Capacity experience		
Quality of work		
Materials used		
Sales		
Community support		
Timeline		

APPENDIX A – Reference list (if available)

Reference 1

Company/Municipality: REDFORD TOWNSHIP
Contact Person: MIKE DENNIS Title: COMMUNITY DEVELOPMENT DIRECTOR
Address: 15145 BEECH DALY
City: REDFORD TWP. State: MI Zip: 48239 Telephone: 313-387-2765
Email: _____
Type of Project(s): SNAPP II PROGRAM

DEVELOPMENT OF TAX SALE PROPERTIES

Reference 2

Company/Municipality: CITY OF CENTERLINE
Contact Person: DENNIS CHAMPINE Title: CITY MANAGER
Address: 7070 E 10 MILE RD.
City: CENTERLINE State: MI Zip: 48015 Telephone: 586-757-6800
Email: _____

Type of Project(s): _____

RENOVATION OF TAX SALE PROPERTIES

Reference 3

Company/Municipality: CITY OF WAYNE
Contact Person: LORI GOVIN Title: DIRECTOR OF COMMUNITY DEVELOPMENT
Address: 3355 S. WAYNE RD.
City: WAYNE State: MI Zip: 48184 Telephone: 734-722-2000
Email: _____

Type of Project(s): _____

RENOVATION OF TAX SALE PROPERTIES

P830806

GRETCHEN WHITMER
Governor

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
Individual Builder License

JAMES BUDZIAK
1214 AUDUBON

GROSSE POINTE PARK, MI 48230

MUST BE DISPLAYED IN A CONSPICUOUS PLACE

License No.
2101136201

Expiration Date:
05/31/2024

This document is duly issued
under the laws of the State of
Michigan

Q285362

GRETCHEN WHITMER
Governor

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
Company Builder License

FPJ INVESTMENTS LLC
17401 MACK AVE
DETROIT, MI 48224

Qualifying Officer:
James Edward Budziak
Qualifying Officer #
2101136201

MUST BE DISPLAYED IN A CONSPICUOUS PLACE

License No.
2102221376

Expiration Date:
05/31/2025

This document is duly
issued under the laws of the
State of Michigan



4 Park Plaza, Suite 900, Irvine, CA 92614

January 25, 2022

Re: Certified Proof of Funds

This letter is to certify the below referenced borrower has been approved for financing under the following conditions:

Certification Date: **January 12, 2022**

Loan Number: **38542**

Borrower: **FPJ PROPERTIES, LLC, a Michigan limited liability company,**

Line of Credit: **\$5,000,000**

Available Balance: **\$5,000,000**

Loan to Value (LTV): **75%**

Loan to Cost (LTC): **80%**

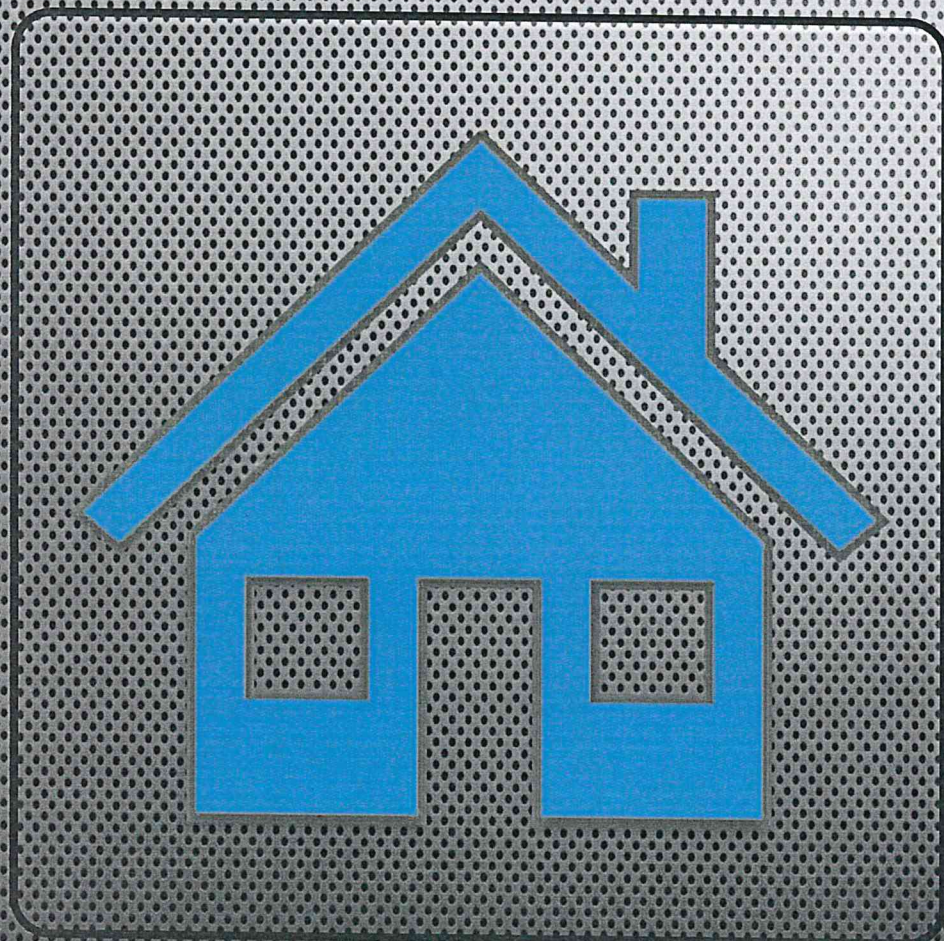
*subject to the lesser of the Purchase price or BPO

Loan Type: **Line of Credit/ Revolving**

Please note all documentation has been verified for loan approval. This certification is non-applicable for Ten-X assets. This letter is only to verify the above line of credit and is not to be used for any other purpose. The amount represented above is subject to account availability and lender reserves the right to refuse all unapproved transactions as outlined in borrower's loan agreement. A security instrument must be signed at closing. All amounts represented above are subject to additional lender approval or verification. If you have any questions regarding the information provided in this letter please contact me directly.

Thank you,

Jessica Lievanos | Closing Manager
Office: 949.288.7082 | Mobile: 714.417.6413
4 Park Plaza, Suite 900, Irvine, CA 92614

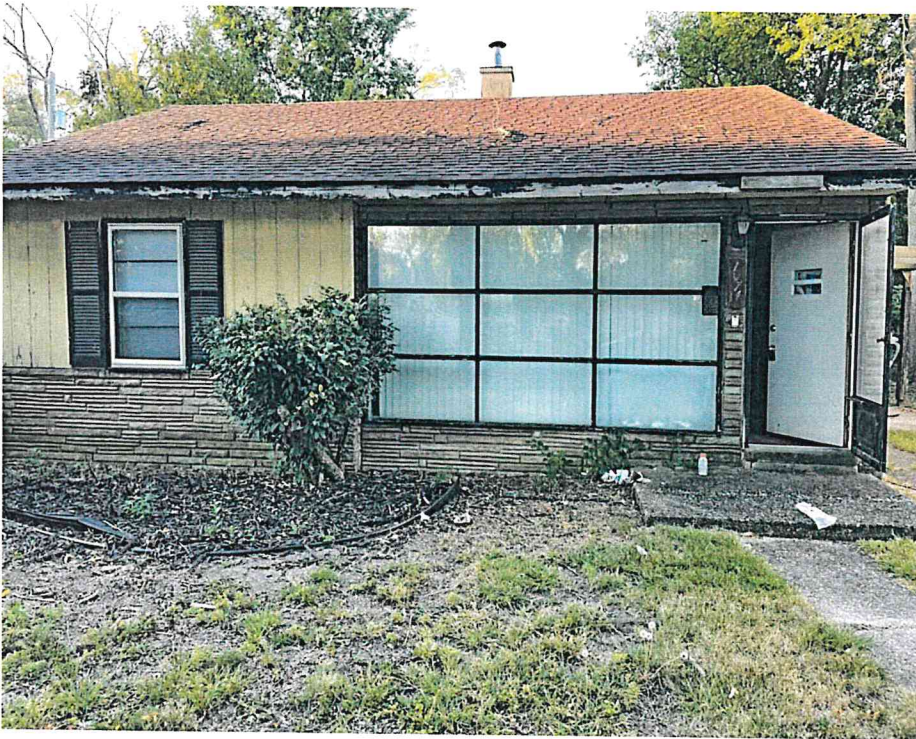


**CITY OF
OAK PARK
2023 RFQ
SUPPORTING INFO
FOR BID
BEFORE / AFTER
PHOTOS
APRIL 5, 2023**

Presented by Jim Budziak
FPJ Investments, LLC

10741 Saratoga, Oak Park

- **Before**



- **After**



10741 Saratoga, Oak Park

- **Before**



- **After**



10741 Saratoga, Oak Park

- **Before**

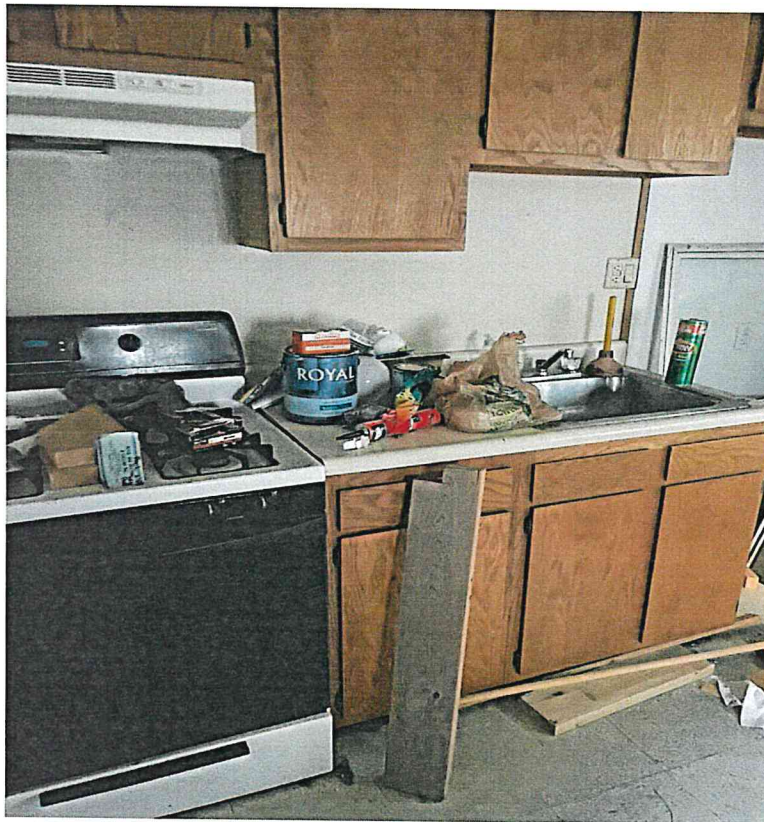


- **After**



10741 Saratoga, Oak Park

- **Before**

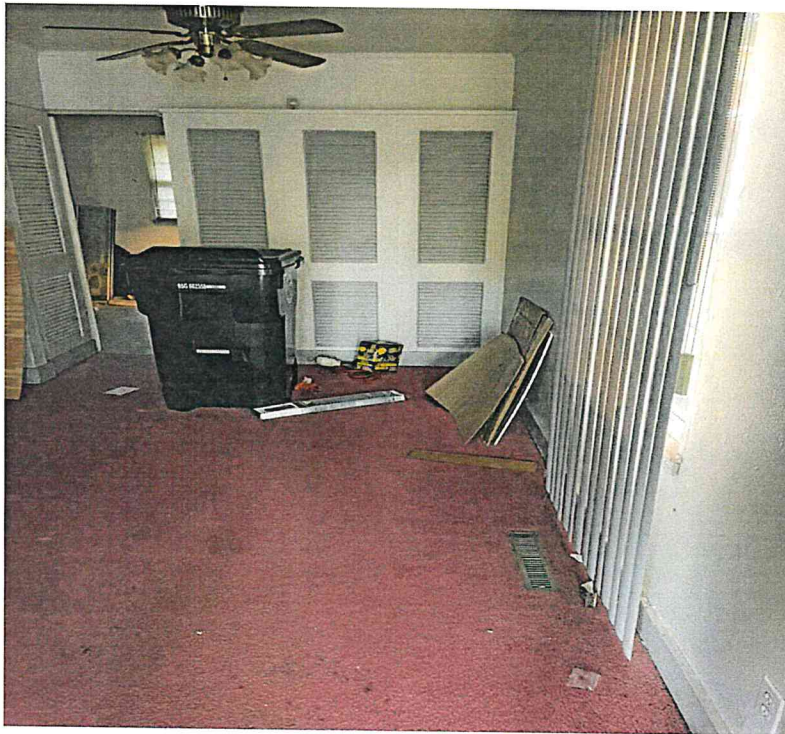


- **After**



10741 Saratoga, Oak Park

- **Before**



- **After**



10741 Saratoga, Oak Park

- **Before**



- **After**

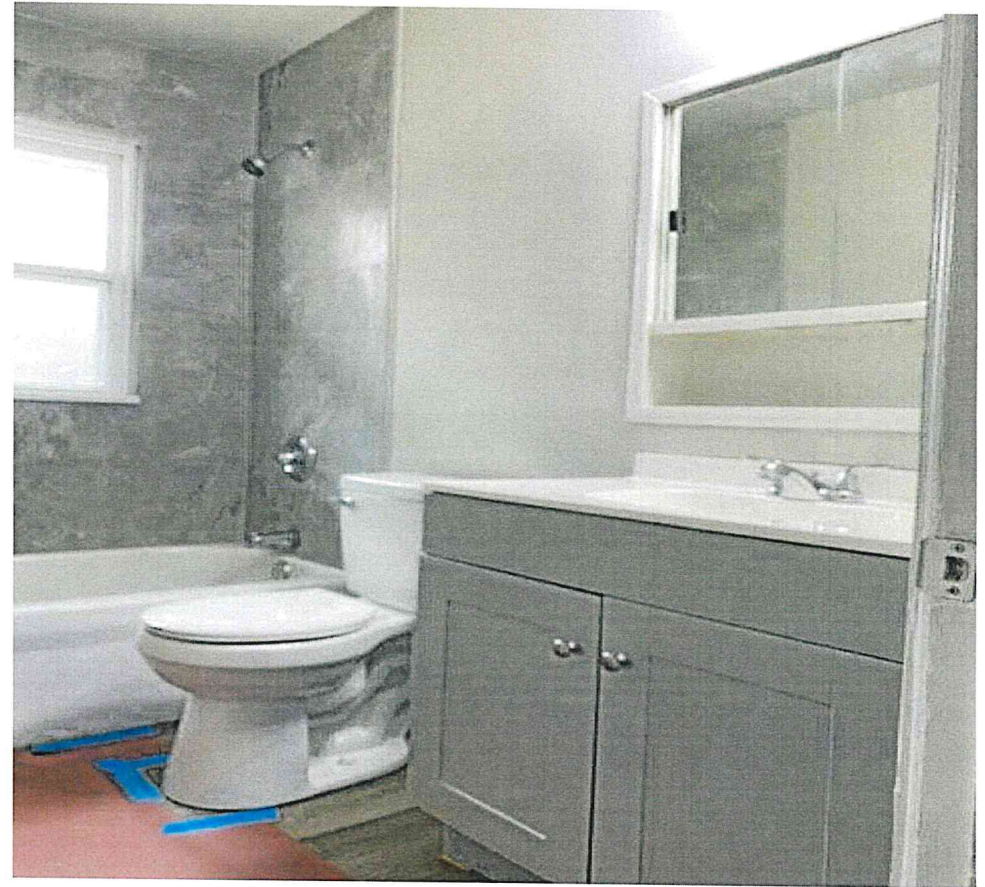


10741 Saratoga, Oak Park

- **Before**

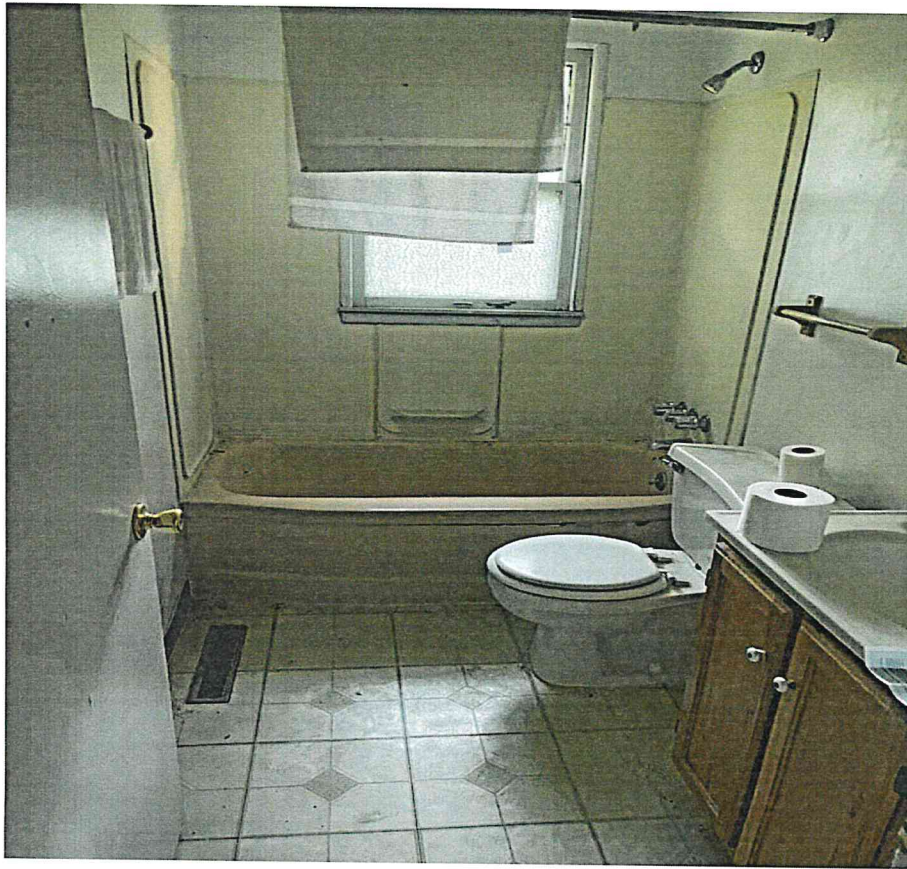


- **After**



10741 Saratoga, Oak Park

- **Before**



- **After**



8761 Leroy, Oak Park

- **Before**



- **After**



10211 Corning, Oak Park

- **Before**



- **After**



10211 Corning, Oak Park

- **Before**

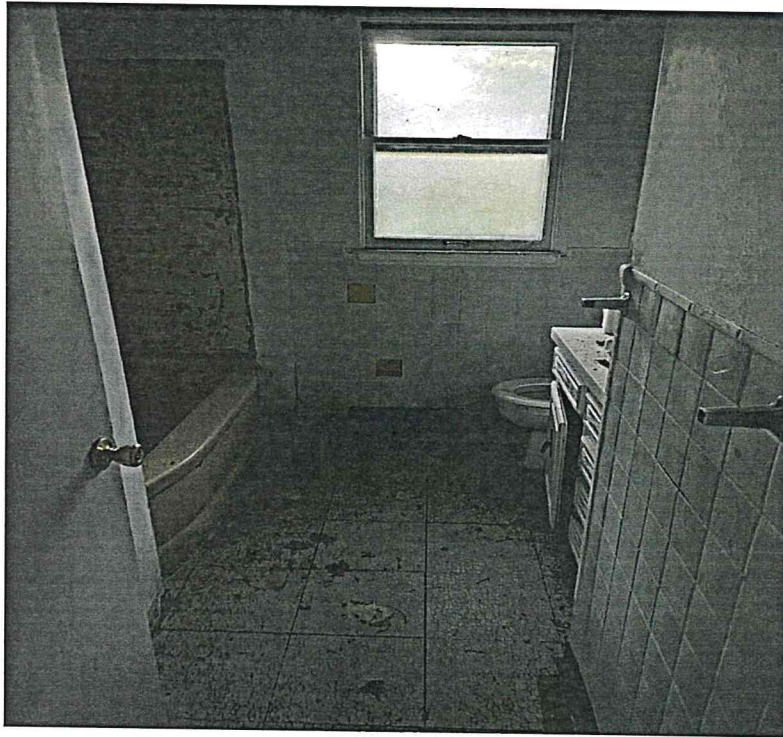


- **After**



10211 Corning, Oak Park

- **Before**



- **After**



Final Tabulation of scoring matrix 2023
Committee members: Mayor Marian McClellan, Kimberly Marrone, Rob Barrett, Dave DeCoster, Dan Fairless and Salam Habhab

[illegible]



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: May 1, 2023**AGENDA #**

SUBJECT: Sale of three vacant city parcels at Eight Mile Road & E Fern Avenue to Barton Malow Company.

DEPARTMENT: Economic Development & Planning

SUMMARY: The City owns three vacant parcels at the Eight Mile Road & E Fern Avenue that are detailed on the attached record cards. All of the parcels were acquired by the City between 1983 and 1984. The size of the parcels renders them ineligible for development and the lots are not buildable unless acquired by an adjacent property owner. All of the parcels are zoned industrial. The Barton Malow Company has submitted a request to purchase the vacant parcels from the City.

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

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

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

The total market value of the parcels is projected to be \$24,900, plus recovery of costs incurred by the City for surveys. Any sale would be subject to easements retained by the City for utilities.

The sale of the parcels is in the best interests of the City as the parcels do not have any independent development potential; the City continues to incur costs for storm water charges associated with the parcels; and the sale will restore the parcels to productive use by an existing Oak Park business, having the net effect of encouraging further business development within the City.

FINANCIAL STATEMENT: Properties will close simultaneously so the City is only without the funds for a short time.

RECOMMENDED ACTION: It is recommended that the City Council authorize the City Manager to sign a purchase agreement for the sale of the three vacant city parcels at Eight Mile Road & E. Fern Avenue to Barton Malow Company, subject to easements to be retained by the City for utilities.

APPROVALS:

City Manager: _____

Director: _____ KM _____

Finance Director: _____

Budgeted ☐

EXHIBITS: parcel map, letter to purchase



Barton Malow Company
21090 Fern St.
Oak Park, MI 48237

14 April 2023

Mr. Erik Turngate
City Manager
City of Oak Park
14000 Oak Park Blvd
Oak Park, MI 48237

Dear Mr. Turngate:

I am writing today to request the City of Oak Park's consideration to transact property adjacent to our owned city to upgrade and expand our facility and business operations.

We are looking to privatize and take ownership of the specific land identified and listed below:

1. Vacated public right of way identified in EXHIBIT A identified as "Fern St".
2. Parcel Description (52-25-32-351-032) as shown in EXHIBIT A
3. Parcel Description (52-25-32-376-018) as shown in EXHIBIT A
4. Parcel Description (25-32-376-015) as shown in EXHIBIT B

We fully support the City's discussion and expected financial considerations to transact the properties.

We are looking forward to continuing to build our footprint and business in Oak Park as well as continuing to engage and support the overall local community.

Sincerely,

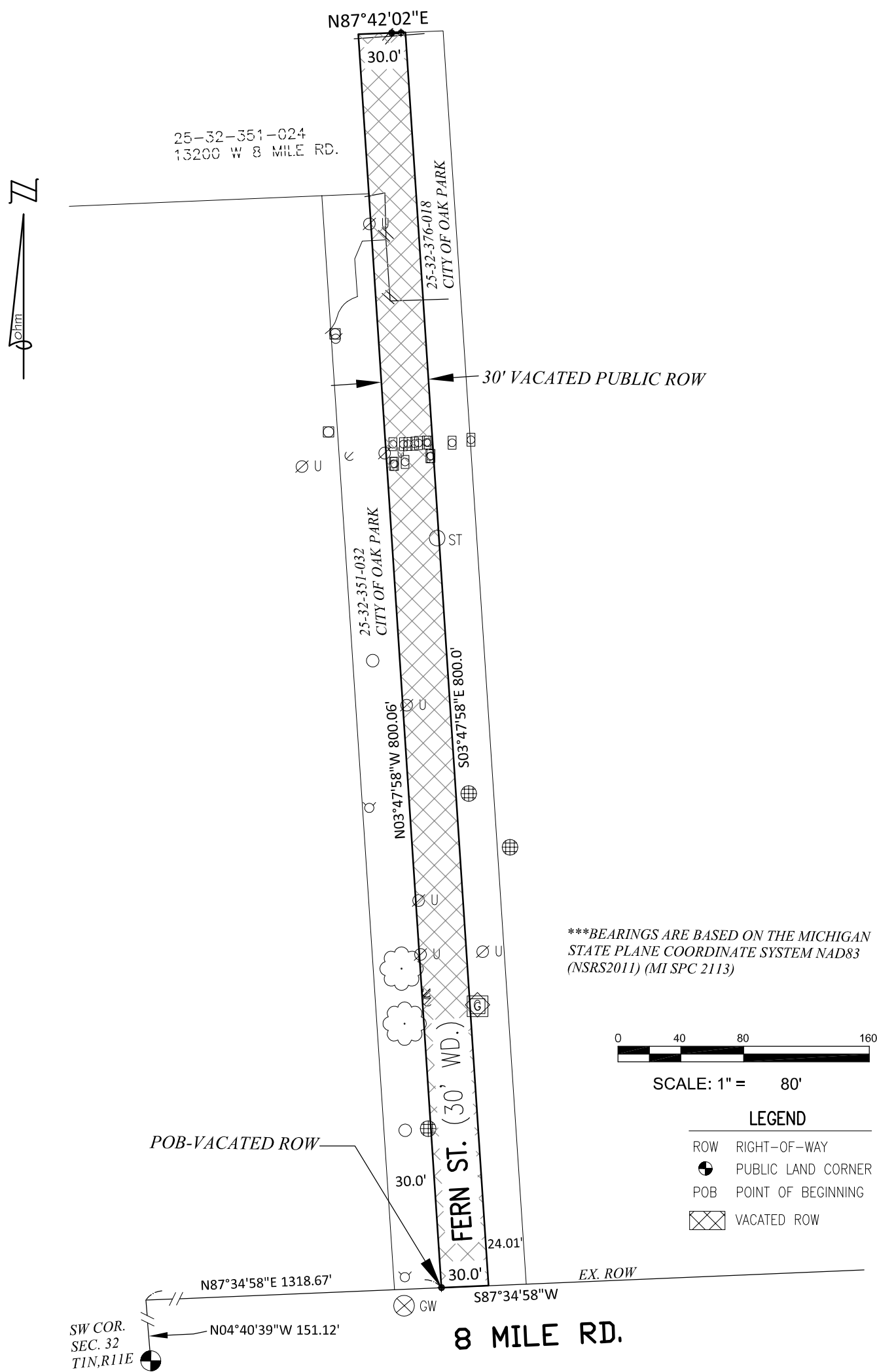
Kevin Zeleji

Kevin Zeleji
Sr. Director, Barton Malow Company
248-388-0182
kevin.zeleji@bartonmalow.com

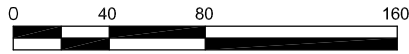
EXHIBIT A

VACATION OF PUBLIC RIGHT OF WAY

Exhibit "A"



***BEARINGS ARE BASED ON THE MICHIGAN STATE PLANE COORDINATE SYSTEM NAD83 (NSRS2011) (MI SPC 2113)



SCALE: 1" = 80'

LEGEND

- ROW RIGHT-OF-WAY
- PUBLIC LAND CORNER
- POB POINT OF BEGINNING
- VACATED ROW

VACATION OF PUBLIC RIGHT OF WAY PART OF THE SW 1/4 OF SECTION 32 T.1N., R.11E., CITY OF OAK PARK, OAKLAND COUNTY, MICHIGAN FERN STREET NORTH OF EIGHT MILE ROAD		SCALE H: 1"=80' SHEET 1 OF 2
DATE: 07-26-2022	CLIENT: CITY OF OAK PARK	JOB # 0037-22-0040
34000 Plymouth Road Livonia, MI 48150 P (734) 522-6711 F (734) 522-6427 WWW.OHM-ADVISORS.COM		

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VACATION OF PUBLIC RIGHT OF WAY

Exhibit "A"

PARCEL DESCRIPTION (52-25-32-351-032)
(PER OAKLAND COUNTY TAX ROLLS)

A parcel of land being a part of the SW 1/4 of the SW 1/4 Section 32, Town 1 North, Range 11 East, City of Oak Park, Oakland County, Michigan, more particularly described as follows:

The East 30.0 feet of the following described parcel: beginning at a point distant North 151.0 feet & N 89°57'30" E 460.30 feet & N 01°25'00" W 698.21 feet & N 89°57'30" E 612.95 feet from the SW corner of said Section 32; thence N 89°57'30" E 245.0 feet; thence S 01°25'00" E 698.32 feet; thence S 89°57'56" W 198.0 feet; thence N 01°25'00" W 503.30 feet; thence S 89°57'30" W 47.0 feet; thence N 01°25'00" W 195.0 feet to the Point of Beginning.

PARCEL DESCRIPTION (52-25-32-376-018)
(PER OAKLAND COUNTY TAX ROLLS)

A parcel of land being a part of the SW 1/4 of Section 32, Town 1 North, Range 11 East, City of Oak Park, Oakland County, Michigan, more particularly described as follows:

Beginning at the intersection of the North line of 8 Mile Road & the East line of Fern Street (30 ft. wide); thence N 00°39'47" E 800.0 feet; thence S 87°50'13" E 24.01 feet; thence S 00°39'47" W 799.94 feet; thence N 87°50'58" W 24.0 feet to the Point of Beginning.

VACATION OF PUBLIC RIGHT OF WAY

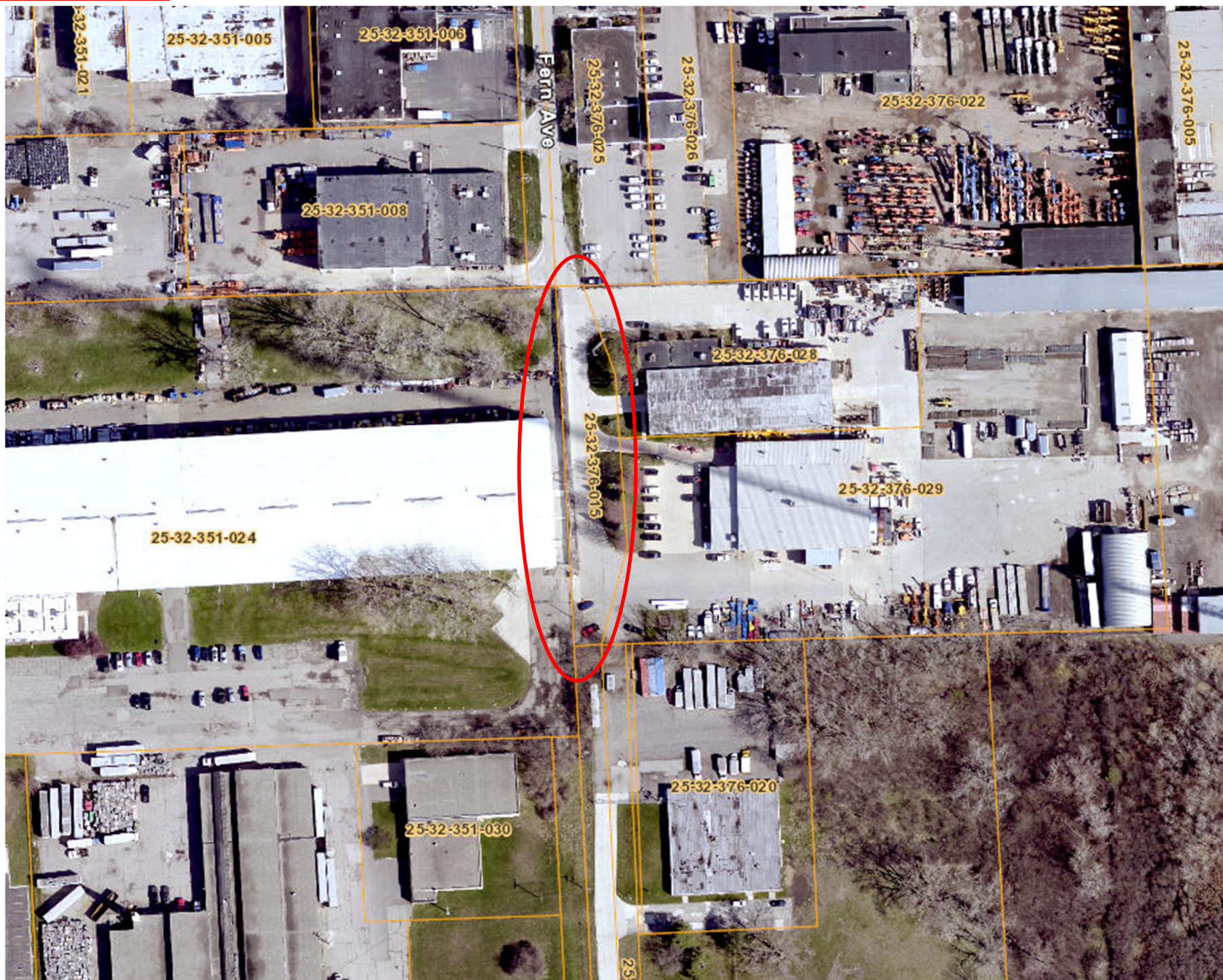
A parcel of land being a part of the SW 1/4 of Section 32, Town 1 North, Range 11 East, City of Oak Park, Oakland County, Michigan, more particularly described as follows:

Commencing at the SW corner of said Section 32; thence N 04°40'39" W 151.12 feet; thence N 87°34'58" E 1318.67 to the Point of Beginning; thence N 03°47'58" W 800.06 feet along the West right of way line of Fern Street (30 ft. wide); thence N 87°42'02" E 30.0 feet; thence S 03°47'58" E 800.0 feet along the East line of said Fern Street to a point on the North right of way line of 8 Mile Road; thence along said North line S 87°34'58" W 30.0 feet to the Point of Beginning.

Contains 23,993 square feet or 0.551 acres of land, more or less. Subject to all easements and restrictions of record, if any.

VACATION OF PUBLIC RIGHT OF WAY PART OF THE SW 1/4 OF SECTION 32 T.1N., R.11E., CITY OF OAK PARK, OAKLAND COUNTY, MICHIGAN FERN STREET NORTH OF EIGHT MILE ROAD		SCALE H: 1"=80' SHEET 2 OF 2	
DATE: 07-26-2022	CLIENT: CITY OF OAK PARK	JOB # 0037-22-0040	
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EXHIBIT B





25-32-351-005

25-32-351-006

25-32-376-005

25-32-376-022

25-32-376-025

25-32-376-026

25-32-351-008

Fern Ave

25-32-376-028

25-32-376-029

25-32-376-015

25-32-351-024

25-32-376-020

25-32-351-030

25-