



AGENDA
REGULAR CITY COUNCIL MEETING
40TH CITY COUNCIL
OAK PARK, MICHIGAN
MAY 6, 2024
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 15, 2024
- B. Special City Council Meeting Minutes for April 15, 2024
- C. Special City Council Meeting Minutes for April 19, 2024
- D. Request to Schedule a Public Hearing on the FY 2024-2025 Annual Budget for Monday, May 20, 2024 at 7:00 PM
- E. Payment of invoices from OHM Advisors for GIS DWAM Grant and the West Nine Mile Road Design for the total amount of \$33,028.75
- F. Approval of Pay Application No. 1 for the 2024 Catch Basin Line Replacement Project, M-761 to JB Contractors, Inc of Detroit, MI in the amount of \$69,935.44.
- G. Approval of Pay Application No. 4 for the 2023-2024 Miscellaneous Concrete Project, M-754 to Mattioli Cement Company of Fenton, MI, in the amount of \$135,330.06
- H. Business License Renewals

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS

- A. Special Retirement Recognition for Lieutenant Troy Taylor

B. 2024 Sidewalk Program Presentation

8. SPECIAL LICENSES

- A. Request for a Special Event License and waiver of fee submitted by East Oak Park Neighborhood Association for their annual picnic to be held in Best Park on July 20, 2024, from 10:00 a.m. - 6:00 p.m.
- B. Request for a Special Event License submitted by Dog & Pony Show Brewing for their anniversary celebration to be held on June 1, 2024, from 12:00 p.m. - 5:00 p.m.

9. BIDS

- A. Request to award the bid for the 2023 Program Year Yard Services Contract, M-772 to Luxury Lawn and Snow of Farmington Hills, MI.

10. CITY ATTORNEY

- A. Resolution to approve request from AT&T for extension of Metro Act Right of Way Permit
- B. Request for approval of Transfer of Control over [123.Net](#) Metro Act Right of Way Permit

11. CITY MANAGER

- A. Administration
 - 1. Appointment to Oak Park Youth Assistance Board
- B. Finance/Assessing
 - 1. Request to receive and approve exception recommendations regarding Special Assessment Districts
 - 2. Resolution to authorize Budget Amendment #2024-4 for period ending March 31, 2024
- C. Public Safety
 - 1. Request to approve a new Oakland County Tactical Consortium Agreement (OAK TAC) and authorize the mayor to sign the agreement on behalf of the city.
 - 2. Request to approve Traffic Control Order 160 Sec 1.34 prohibiting parking on the west side of Sherman from Breckenridge south to the alley just prior to Nine Mile Rd/Pocket Park.
- D. Department of Public Works

1. Payment request and Change Order No. 1 from Neumann Smith Architecture for Architectural Services on the Event Hub and Municipal Services Move.

E. Recreation

1. Swimming Pool Use Agreement between the City of Oak Park and the City of Southfield

F. City Clerk

1. Request to appoint Sophy Wujcik to the Corridor Improvement Authority for a term ending August 31, 2027.
2. Request to appoint John Stuyvenberg to the Parks and Recreation Commission for a term ending August 31, 2027

G. Municipal Services

1. Change Order No. 1 and budget amendment from Blue Star Demolition, of Warren, MI for environmental testing and abatement services at 21950 Eastwood in the amount of \$6,307.

12. 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.

13. CALL TO THE COUNCIL

14. 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.



**MINUTES
REGULAR CITY COUNCIL MEETING
40TH CITY COUNCIL
OAK PARK, MICHIGAN
APRIL 15, 2024
7:00 PM**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

ABSENT: Council Member Radner

OTHERS

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

4. APPROVAL OF AGENDA

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

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

5. CONSENT AGENDA

Motion by Burns, seconded by Edgar, CARRIED, to approve the CONSENT AGENDA as presented.

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

- A. Regular City Council Meeting Minutes for April 1, 2024
- B. Special City Council Meeting Minutes for April 1, 2024
- C. Request authorization to dispose of surplus vehicles and equipment.
- D. Request authorization to advertise for bids for the Pre-Demolition Material Survey at select city buildings.
- E. Request to advertise for bids for the City Landscape design project, M-772
- F. Payment request from Neumann Smith Architecture for Architectural Services on the

Event Hub and Municipal Services Move.

- G. Request authorization to enter into the West Nile Virus Fund Expense Reimbursement Program available from Oakland County.
- H. Request to renew the SMART Municipal Credit and Community Credit Contract for FY2024
- I. Request to approve Payment Application No. 4 to Santoro Services, LLC of Chesterfield, Michigan for the Linear Park Landscaping Project, M-739 in the amount of \$19,332.98
- J. Approval of Pay Application No. 2 for the 2023 Sewer & Catch Basin Cleaning & TV Inspection Project, M-760 in the amount of \$79,078.35
- K. Approval of Pay Application No. 1 for the 2024 Joint and Crack Sealing Project, M-765 in the amount of \$56,956.90
- L. Licenses New and Renewals for April 15, 2024

6. RECOGNITION OF VISITING ELECTED OFFICIALS

There were no visiting elected officials who wished to speak at the meeting.

7. SPECIAL RECOGNITION/PRESENTATIONS

- A. Resolution Supporting State Revenue Sharing Reform

Motion by Burns, seconded by Edgar, CARRIED, to approve the following resolution supporting State Revenue Sharing Reform:

Resolution of the City Council of Oak Park, Michigan Urging State Leaders to Address the Inadequacy of State Statutory Revenue Sharing and Encouraging Other Michigan Cities to Join in This Effort

WHEREAS, the City of Oak Park, along with other local governments in Michigan, relies on state revenue sharing to provide essential services to its residents; and
WHEREAS, state revenue sharing in Michigan is divided into two types: constitutional and statutory, with the latter being subject to legislative appropriations; and
WHEREAS, the City of Oak Park has experienced a significant reduction in statutory revenue sharing, impacting the City's ability to fund essential services adequately, a challenge shared by many cities across Michigan; and

WHEREAS, projections calculated and provided by the Michigan Department of Treasury indicate a concerning trend for the City of Oak Park, with a yearly unfunded amount reaching approximately \$2,838,167 by the year 2025, and a cumulative unfunded amount of \$39.6M since 2004.

WHEREAS, State Revenue Sharing accounts for 18% of the City of Oak Park's General Fund budget; and

WHEREAS, this reduction in statutory revenue sharing places an undue financial strain on the City of Oak Park and other Michigan cities, necessitating either cuts in essential services or increased local taxation, both of which adversely affect residents;

NOW, THEREFORE, BE IT RESOLVED that the City Council of Oak Park, Michigan, hereby urges the Governor of Michigan, the Michigan State Legislature, and other state leaders to:

1. Acknowledge the critical importance of statutory revenue sharing for the financial stability of local governments and the well-being of their residents;
2. Reassess and amend the current approach to statutory revenue sharing to ensure more

stable and adequate funding for local governments;

3. Consider the long-term implications of reduced statutory revenue sharing on the quality of life in Michigan communities;

4. Engage in open and collaborative discussions with local government representatives, including a coalition of Michigan cities, to develop a more equitable and sustainable revenue-sharing model.

BE IT FURTHER RESOLVED that the City of Oak Park encourages other Michigan cities to adopt similar resolutions, thereby creating a unified voice to address this critical issue effectively.

BE IT FURTHER RESOLVED that copies of this resolution be sent to the Governor of Michigan, the Michigan State Legislature, local government associations, and municipalities across Michigan.

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

B. Strategic Plan First Quarter 2024 Report

Deputy City Manager VanVleck presented the 2024 First Quarter Strategic Plan Report. A copy of the report is on file with the City Clerk.

8. SPECIAL LICENSES

- A. Request for a Special Event License submitted by the Oak Park Arts and Cultural Diversity Commission, for a World Dance Day event to be held on April 28, 2024, from 4:00 p.m. - 6:00 p.m.

Motion by Burns, seconded by Edgar, CARRIED, to approve a Special Event License submitted by the Oak Park Arts and Cultural Diversity Commission, for a World Dance Day event to be held on April 28, 2024, from 4:00 p.m. - 6:00 p.m. subject to all departmental approvals.

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

- B. Request for a Special Event License submitted by the Oak Park Library, for an "Inflatables Adventures" event to be held on June 30, 2024, from Noon - 2:00 p.m.

Motion by Burns, seconded by Edgar, CARRIED, to approve the Special Event License submitted by the Oak Park Library, for an "Inflatables Adventures" event to be held on June 30, 2024, from Noon - 2:00 p.m. subject to all departmental approvals.

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

- C. Request for a Special Event License submitted by the Oak Park Library, for an "Adventures in Outdoor Gaming" event to be held on July 14, 2024, from Noon - 2:00 p.m.

Motion by Burns, seconded by Whitehead, CARRIED, to approve the Special Event License submitted by the Oak Park Library, for an "Adventures in Outdoor Gaming" event to be held on

July 14, 2024, from Noon - 2:00 p.m. subject to all departmental approvals.

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

- D. Request for a Special Event License submitted by Berkley Fit, for a "Fit Day" event to be held on May 11, 2024, from 2:00 p.m. - 7:00 p.m.

Motion by Burns, seconded by Edgar, CARRIED, to approve the Special Event License submitted by Berkley Fit, for a "Fit Day" event to be held on May 11, 2024, from 2:00 p.m. - 7:00 p.m. subject to all departmental approvals.

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

9. ACCOUNTING REPORTS

- A. Approval for payment of invoices submitted by Garan, Lucow, Miller, PC for legal services in the amount of \$15,178.33

Motion by Whitehead, seconded by Burns, CARRIED, to approve payment of invoices submitted by Garan, Lucow, Miller, PC for legal services in the amount of \$15,178.33.

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

- B. Approval for payment of an invoice submitted by Shifman Fournier for legal services retainer for April 1, 2024 – June 30, 2024 in the total amount of \$18,000.00

Motion by Whitehead, seconded by Edgar, CARRIED, to approve payment of an invoice submitted by Shifman Fournier for legal services retainer for April 1, 2024 – June 30, 2024 in the total amount of \$18,000.00.

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

10. BIDS

- A. Request to award the bid for the Demolition of 21950 Eastwood to Blue Star Demolition for a total amount of \$16,200.00.

Motion by Burns, seconded by Edgar, CARRIED, to award the bid for the Demolition of 21950 Eastwood to Blue Star Demolition for a total amount of \$16,200.00.

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

City Engineer Grissamer reported that on February 19, 2019, the property at 21950 Eastwood in the City of Oak Park was severely damaged by fire. The City tagged the home as uninhabitable and Belfor Restoration boarded up the windows to the home. On March 19, 2019, the City received a report of a second fire at 21950 Eastwood that was later attributed to arson. Since that time, many code violations have been issued to the homeowner with no action being taken. With the property being a public nuisance and an issue of health and safety, legal action was taken by our City Attorneys.

On January 24, 2024 a final default judgment entered by the Oakland County Circuit Court declaring the property at 21950 Eastwood a public nuisance. Per the judgment terms, the owner, Mr. Aziz, has until February 23, 2024 to make all necessary repairs or demolish the structure. If he fails to do so, the City may proceed with demolition. The last sentence of the order allows the City to obtain wrecking clearances from DTE, Consumer's, and any other utility service provider prior to demolition.

To date, no appeal has been filed and no action has been taken on the property to make the necessary repairs. We have solicited bids for this demolition and recommend the low bidder Blue Star Demolition of Warren, MI. All utility clearances have been obtained.

- B. Request to award the bid for the 2024 Sidewalk Replacement Project, M-762 to Italia Construction, Inc. of Washington Twp, MI for the total amount of \$1,221,339.00

Motion by Edgar, seconded by Burns, CARRIED, to award the bid for the 2024 Sidewalk Replacement Project, M-762 to Italia Construction, Inc. of Washington Twp, MI for the total amount of \$1,221,339.00.

Roll Call Vote: Yes: None
 No: None
 Absent: Radner

City Engineer Grissamer reported the request to bid for the 2024 Sidewalk Replacement Project, M-762 was approved at the March 4, 2024, regular meeting of the Oak Park City Council. The project was advertised and fifty-five (55) contractors viewed the documents. On April 1, 2024, six (6) bids were received and opened. The low bidder, Italia Construction, Inc. of Washington Twp, MI submitted a bid of \$1,221,339.00 for the sidewalk replacement project. This project will replace sidewalks that are in poor condition or do not meet the current standards. References were checked and had positive responses.

- C. Request to award the professional services proposal to OHM Advisors for GPS / GIS Services in the Department of Public Works.

Motion by Burns, seconded by Whitehead, CARRIED, to award the professional services proposal to OHM Advisors for GPS / GIS Services in the Department of Public Works.

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

Deputy City Manager DeCoster indicated the Department of Public Works has been investing in technology to assist the field staff in their daily activities. Phase One of this project was completed as part of our DWAM Grant. This proposal covers Phase Two of this project and

includes ArcGIS applications for tree maintenance / work orders as well as pavement markings. The application provides workorder support and a dashboard so that our staff can efficiently view and complete projects around the city.

11. ORDINANCES

- A. Second reading and adoption of an ordinance to amend Chapter 10, Article VII, Circuses and Special Events, of the Code of Ordinances of the City of Oak Park, Michigan, by amending the Article Title, Division 1 Sections 10-251 through 10-253, and Division 2 Sections 10-266 through 10-273 thereof

Motion by Burns, seconded by Edgar, CARRIED, to approve the second reading and adopt the ordinance to amend Chapter 10, Article VII, Circuses and Special Events, of the Code of Ordinances of the City of Oak Park, Michigan, by amending the Article Title, Division 1 Sections 10-251 through 10-253, and Division 2 Sections 10-266 through 10-273 thereof.

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

12. CITY ATTORNEY

No report.

13. CITY MANAGER

- A. Municipal Services
 - 1. Request to award the professional services contract to HydroCorp for an ongoing Cross-Connection Control Program for a total cost of \$37,104.00.

Motion by Edgar, seconded by Whitehead, CARRIED, to award the professional services contract to HydroCorp for an ongoing Cross-Connection Control Program for a total cost of \$37,104.00.

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

City Engineer Grisamer reviewed the proposal from HydroCorp to provide professional services to the City with inspections and data of the non-residential water customers in the City. This proposal will cover field inspections, compliance inspections, and re-inspections at industrial, commercial, institutional facilities, and miscellaneous water users within the City served by the public water supply for cross connections. They will document their efforts and provide that information to the State Regulatory Agency so that the City complies with the regulations. This contract is for a two-year term.

- B. Finance/Assessing
 - 1. Request to divide a single parcel located at 23466 Forest Ave that contains two subdivision lots into two individual parcels.

Motion by Whitehead, seconded by Edgar, CARRIED, to approve the division of a single parcel located at 23466 Forest Ave that contains two subdivision lots into two individual parcels.

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

Kathleen Clancey, owner of parcel 25-28-332-043 (23466 Forest Ave) is requesting to divide her current parcel into two individual parcels. In 1994, a previous owner combined Lots 125 and 126 of Oak Park Sub into one parcel. Ms. Clancey would like to separate them back out into their own parcels as originally platted. This request has been reviewed by the other City Departments and no objections were raised. The requested lot division will not be detrimental to the adjacent properties, neighborhood, or the City of Oak Park.

C. Elevate Oak Park

City Manager Tungate provided an update on the "Event Hub" project that will be located between City Hall and the Library.

14. CALL TO THE AUDIENCE

Silva Haywood, 21750 Kenosha, had questions regarding street repairs and reported potholes and water pooling on Pearson west of Coolidge. She also complimented the city on the street repairs made on Northend.

15. CALL TO THE COUNCIL

16. ADJOURNMENT

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:58 p.m.

T. Edwin Norris, City Clerk



**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
40th OAK PARK CITY COUNCIL
April 15, 2024
5:30 PM**

MINUTES

Mayor McClellan called the special meeting to order at 5:30 p.m. in the Executive Conference Room of Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

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

ABSENT: Council Member Radner

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, City Attorney Duff, Finance Director Crawford, Deputy City Manager VanVleck, Deputy City Manager DeCoster, Deputy City Clerk Williams, Human Resources Director Allen, Library Director Schaaf, Recreation Director Stasiak, Deputy Finance Director Johnson, Communications Director Flynn

SPECIAL BUSINESS:

A. Discuss plans for the Oak Park Event Hub

Council reviewed preliminary drawings for the “Event Hub” project that will be located in the vacant area between City Hall and the Library. Specific cost projections are being prepared and it is hopeful construction will begin this Fall.

B. Departmental Budget Sessions FY 2024-25, FY 2025-26, FY 2026-27

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

- | | |
|--|--------------------------------|
| 1. City Clerk/Elections | Ed Norris, Jo Lynn Williams |
| 2. City Attorney/Prosecutor/Labor Attorney | Ebony Duff |
| 3. Human Resources | Carla Allen |
| 4. City Manager/City Council | Erik Tungate, Crystal VanVleck |

CALL TO THE AUDIENCE:

There were no members of the public who wished to speak.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the special meeting at 6:58 p.m.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
40th OAK PARK CITY COUNCIL
April 19, 2024
10:00 AM**

MINUTES

Mayor McClellan called the special meeting to order at 5:30 p.m. in the Executive Conference Room of Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

PRESENT: Mayor McClellan, Mayor ProTem Burns, Council Member Edgar, Council Member Whitehead, Council Member Radner

ABSENT: None

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, City Attorney Duff, Finance Director Crawford, Deputy City Manager VanVleck, Deputy City Manager DeCoster, Human Resources Director Allen, Library Director Schaaf, Deputy Finance Director Johnson, Finance Consultant Johnson, Communications Director Flynn

SPECIAL BUSINESS:

A. Departmental Budget Sessions FY 2024-25, FY 2025-26, FY 2026-27

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

Council

Erik Tungate, Crystal VanVleck

It was confirmed that the Youth Assistance budget would have \$5,000 budgeted for the current year and \$5,000 for 2024/25. Also, ACDC will be amended to \$8,300 FY 2024/25.

Library

Kimberly Schaaf

Finance

Saundra Crawford, Carl Johnson

Public Information/Communications

Courtney Flynn

Information Technology

Ricardo Singson

Recreation

Laurie Stasiak, Jason Ginopolis

Public Safety

Steve Cooper

Economic Dev/Brownfield/CIA

Kim Marrone

Municipal Services

Kim Marrone, Dan Fairless, Kara Grisamer

There was agreement to add \$30,000 to the MS budget for BS&A cloud-based building module.

Water and Sewer

Dave DeCoster, Scott Lemarbe

Public Works

Dave DeCoster

45th District Court

Judge Horowitz, Judge Apell,
Nancy Waldmann

The council discussed the problem of the city funding the court deficit of \$700,000 per year which all agreed is not sustainable. All agreed that assistance from the state is necessary to remedy the problem.

The council asked the city manager to indicate what cuts would be necessary to eliminate the \$700,000 deficit.

CALL TO THE AUDIENCE:

There were no members of the public who wished to speak.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the special meeting at 3:00 p.m.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



CITY OF OAK PARK, MI STAFF REPORT

5.D

AGENDA FOR: May 6, 2024

SUBJECT: Request to Schedule a Public Hearing on the FY 2024-2025 Annual Budget for Monday, May 20, 2024 at 7:00 PM

DEPARTMENT: Finance

FROM: Saundra Crawford, Director of 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 the 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.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: To schedule a public hearing on the FY 2024-25 Annual Budget for Monday, May 20, 2024 and direct the City Clerk to file and publish notice of the hearing in accordance with the City Charter

EXHIBITS:

None



CITY OF OAK PARK, MI STAFF REPORT

5.E

AGENDA FOR: May 6, 2024

SUBJECT: Payment of invoices from OHM Advisors for GIS DWAM Grant and the West Nine Mile Road Design for the total amount of \$33,028.75

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

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

FINANCIAL STATEMENT:

<u>Project</u>	<u>This Period</u>	<u>Prior Billings</u>	<u>To Date</u>	<u>Current Contract</u>	<u>Account Number</u>
GIS DWAM Grant	\$3,556.50	\$223,228.00	\$226,784.50	\$240,000.00	592-18-538-970
Nine Mile Rd PE	\$29,472.25	\$21,290.75	\$50,763.00	\$95,000.00	202-18-479-970
Totals	\$33,028.75	\$224,554.75	\$277,583.50	\$335,000.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$33,028.75. Funding is available in the above listed accounts.

EXHIBITS:

1. Oak Park GIS DWAM
2. Nine Mile Rehabilitation - Greenfield to Cloverlawn

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: 04/17/2024

Invoice #: 74288

Project: 0037228040

Project Name: Oak Park GIS DWAM**For Professional Services Rendered Through: April 06, 2024****Professional Services**

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
Task 1: City & OHM Meetings	\$2,500.00	\$2,466.00	\$34.00	\$0.00
Task 2: Field Data Colleciton	\$160,000.00	\$156,145.00	\$3,855.00	\$0.00
Task 3: GIS Topology / Attribution Updates	\$30,000.00	\$29,995.75	\$4.25	\$0.00
Task 4: Application Development	\$45,000.00	\$32,379.75	\$12,620.25	\$3,556.50
Task 5: Eos GPS Configuration and Training	\$2,500.00	\$2,241.50	\$258.50	\$0.00
Totals	\$240,000.00	\$223,228.00	\$16,772.00	\$3,556.50

Invoice Total**\$3,556.50**

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



INVOICE

City of Oak Park
Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 04/17/2024
Invoice #: 74288
Project: 0037228040

Project Name: Oak Park GIS DWAM

Task 4: Application Development
Professional Services

	Hours	Rate	Amount
Technician I	17.00	102.00	\$1,734.00
Technician III	13.50	135.00	\$1,822.50
Professional Services Subtotal	30.50		\$3,556.50
Task 4: Application Development Total:	30.50		\$3,556.50
Total Backup:	30.50		\$3,556.50

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



INVOICE

City of Oak Park
Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 04/17/2024
Invoice #: 74289
Project: 0037240010

Project Name: Nine Mile Rehabilitation - Greenfield to Cloverlawn

For Professional Services Rendered Through: April 06, 2024

Professional Services

Description	Fee	Prior Billed	Total Available	Current Billing
Nine Mile Rehabilitation - Greenfield to Cloverlawn	\$95,000.00	\$21,290.75	\$73,709.25	\$29,472.25

Invoice Total \$29,472.25

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: 04/17/2024

Invoice #: 74289

Project: 0037240010

Project Name: Nine Mile Rehabilitation - Greenfield to Cloverlawn*Professional Services*

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Graduate Engineer II	7.50	145.00	\$1,087.50
Professional Surveyor III	4.00	175.00	\$700.00
Sr. Associate	9.75	215.00	\$2,096.25
Surveyor I	20.00	105.00	\$2,100.00
Surveyor II	8.00	120.00	\$960.00
Surveyor III	24.00	135.00	\$3,240.00
Technician I	5.00	102.00	\$510.00
Technician II	111.00	120.00	\$13,320.00
Technician III	7.00	135.00	\$945.00
Technician IV	29.50	153.00	\$4,513.50
Professional Services Subtotal	225.75		\$29,472.25

Total Backup:	225.75	\$29,472.25
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CITY OF OAK PARK, MI STAFF REPORT

5.F

AGENDA FOR: May 6, 2024

SUBJECT: Approval of Pay Application No. 1 for the 2024 Catch Basin Line Replacement Project, M-761 to JB Contractors, Inc of Detroit, MI in the amount of \$69,935.44.

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: Attached is proposed Pay Application No. 1 for the 2024 Catch Basin Line Replacement Project, M-761 by JB Contractors, Inc of Detroit, MI. This project includes replacing storm pipes and repairing catch basins in the areas shown on the attached map. The project is approximately 30% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$260,890.00
Total Earnings to Date:	\$77,706.05
Less Retainage:	\$7,770.61
Net Earned:	\$69,935.44
Deductions:	\$0.00
Balance:	\$69,935.44
Payments to date:	\$0.00

Amount Due to JB Contractors, Inc:	\$69,935.44
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RECOMMENDED ACTION: It is recommended that Pay Application No. 1 for the 2024 Catch Basin Line Replacement Project, M-761 by JB Contractors, Inc of Detroit, MI be approved for the amount of \$69,935.44. Funding is available in the Water and Sewer Fund (592-18-550-970) for this expenditure.

EXHIBITS:

1. Pay 1 estimate - signed
2. M-761 Area Map

PAYMENT APPLICATION

PROJECT: 2024 CATCH BASIN LINE REPLACEMENT PROJECT

JOB NUMBER: M-761

OWNER: CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 1

CONTRACTOR: JB CONTRACTORS, INC.
2933 MILITARY STREET
DETROIT, MI 48209

PERIOD ENDING: 4/26/2024

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT MODIFIED	579	SYD	\$ 20.00	257.37	\$5,147.40	257.37	\$5,147.40
2	CONCRETE PAVEMENT W/INT CURB AND GUTTER 9" CONC. MODIFIED	552	SYD	\$ 80.00	56.51	\$4,520.80	56.51	\$4,520.80
3	SIDEWALK CONC. NON-REINFORCED 6" SIDEWALK/DRIVE APP MODIFIED	220	SFT	\$ 16.00	70.42	\$1,126.72	70.42	\$1,126.72
4	SIDEWALK CONC. NON-REINFORCED 4" SIDEWALK/DRIVE APP MODIFIED	20	SFT	\$ 10.00	0.00	\$0.00	0.00	\$0.00
5	ADJUSTING DRAINAGE STRUCTURES	37	EA	\$ 300.00	5.00	\$1,500.00	5.00	\$1,500.00
6	24" CURB AND GUTTER SECTION 7" CONCRETE NON REINFORCED	10	LFT	\$ 63.20	0.00	\$0.00	0.00	\$0.00
7	SEWER REMOVE LESS THAN 24"	505	LFT	\$ 20.00	247.00	\$4,940.00	247.00	\$4,940.00
8	SEWER 8" SCHEDULE 40 PVC PIPE TRENCH DETAIL B	104	LFT	\$ 130.00	0.00	\$0.00	0.00	\$0.00
9	SEWER 10" SCHEDULE 40 PVC PIPE TRENCH DETAIL B	350	LFT	\$ 135.00	247.00	\$33,345.00	247.00	\$33,345.00
10	SEWER 12" SCHEDULE 40 PVC PIPE TRENCH DETAIL B	51	LFT	\$ 166.00	0.00	\$0.00	0.00	\$0.00
11	AGGREGATE BASE UNDER 9" CONCRETE (6" 21AA CR. LIMESTONE)	552	SYD	\$ 17.00	233.89	\$3,976.13	233.89	\$3,976.13
12	DRAINAGE STRUCTURE REMOVING MODIFIED	2	EA	\$ 500.00	0.00	\$0.00	0.00	\$0.00
13	DRAINAGE STRUCTURE, 24" INLET MODIFIED	2	EA	\$ 2,500.00	0.00	\$0.00	0.00	\$0.00
14	DRAINAGE STRUCTURE, 48" DIAMETER MODIFIED	2	EA	\$ 3,500.00	0.00	\$0.00	0.00	\$0.00
15	SANITARY MANHOLE 1040A FRAME AND COVER	11	EA	\$ 853.00	0.00	\$0.00	0.00	\$0.00
16	CATCH BASIN 5080M3 6 HOLE FRAME AND COVER	27	EA	\$ 875.00	0.00	\$0.00	0.00	\$0.00
17	SEWER TRAP, 12" AND UNDER	11	EA	\$ 400.00	0.00	\$0.00	0.00	\$0.00
18	SEWER TAP, 12" AND UNDER	2	EA	\$ 350.00	0.00	\$0.00	0.00	\$0.00
19	4" OR 6" PVC PIPE WITH BACKFILL	10	LFT	\$ 120.00	0.00	\$0.00	0.00	\$0.00
20	TUCK POINT DRAINAGE STRUCTURE	10	EA	\$ 400.00	1.00	\$400.00	1.00	\$400.00
21	CLASS A SODDING	132	SYD	\$ 10.00	0.00	\$0.00	0.00	\$0.00
22	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	50	SFT	\$ 25.00	10.00	\$250.00	10.00	\$250.00
23	MOBILIZATION, 5% MAX	1	LSUM	\$ 11,000.00	1.00	\$11,000.00	1.00	\$11,000.00
24	MINOR TRAFFIC DEVICES, 5% MAX	1	LSUM	\$ 11,500.00	1.00	\$11,500.00	1.00	\$11,500.00
25	PROJECT CLEAN UP, 5% MAX	1	LSUM	\$ 10,000.00	0.00	\$0.00	0.00	\$0.00
26	INSPECTION CREW DAYS	\$320	DAY	30	9.00	\$0.00	9.00	\$0.00

		Period Total Amount:	\$77,706.05	Amount to Date:	\$77,706.05
Original Contract Amount:		\$260,890.00		Earnings This Period:	\$77,706.05
				Total Earnings to Date:	\$77,706.05
				Less Retainage:	\$7,770.61
				Net Earned:	\$69,935.44
				Deductions:	\$0.00
				Balance:	\$69,935.44
				Payments to Date:	\$0.00
				AMOUNT DUE JB CONTRACTORS:	\$69,935.44

Accepted By: Juan Lopez
JB Contractors, Inc.

Date: 04/29/2024

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

Date: 04/29/2024

CONTRACTOR'S DECLARATION

I hereby declare that I have not, during the period _____
Beginning of project _____ to **4/26/24** _____ A.D., 20 __,

performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for or claim compensation from _____

THE CITY OF OAK PARK

or his agents, in addition to the regular items set forth in the contract numbered

_____ M-761 _____ and dated **4/4/24** _____

A.D., 20 ____ for

2024 CATCH BASIN LINE REPLACEMENT PROJECT, M-761

executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided there under, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

There (is) (is not) an itemized statement attached.

Date: 04/29/2024

Juan Lopez

By: Bruce Abbott

Title: President/Project manager(BA)

Pay 1 estimate - unsigned

Final Audit Report

2024-04-29

Created:	2024-04-29
By:	Kara Grisamer (kgrisamer@oakparkmi.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAwv_Ccfc_qN8_g0adwsedygjn1OrUDPG

"Pay 1 estimate - unsigned" History

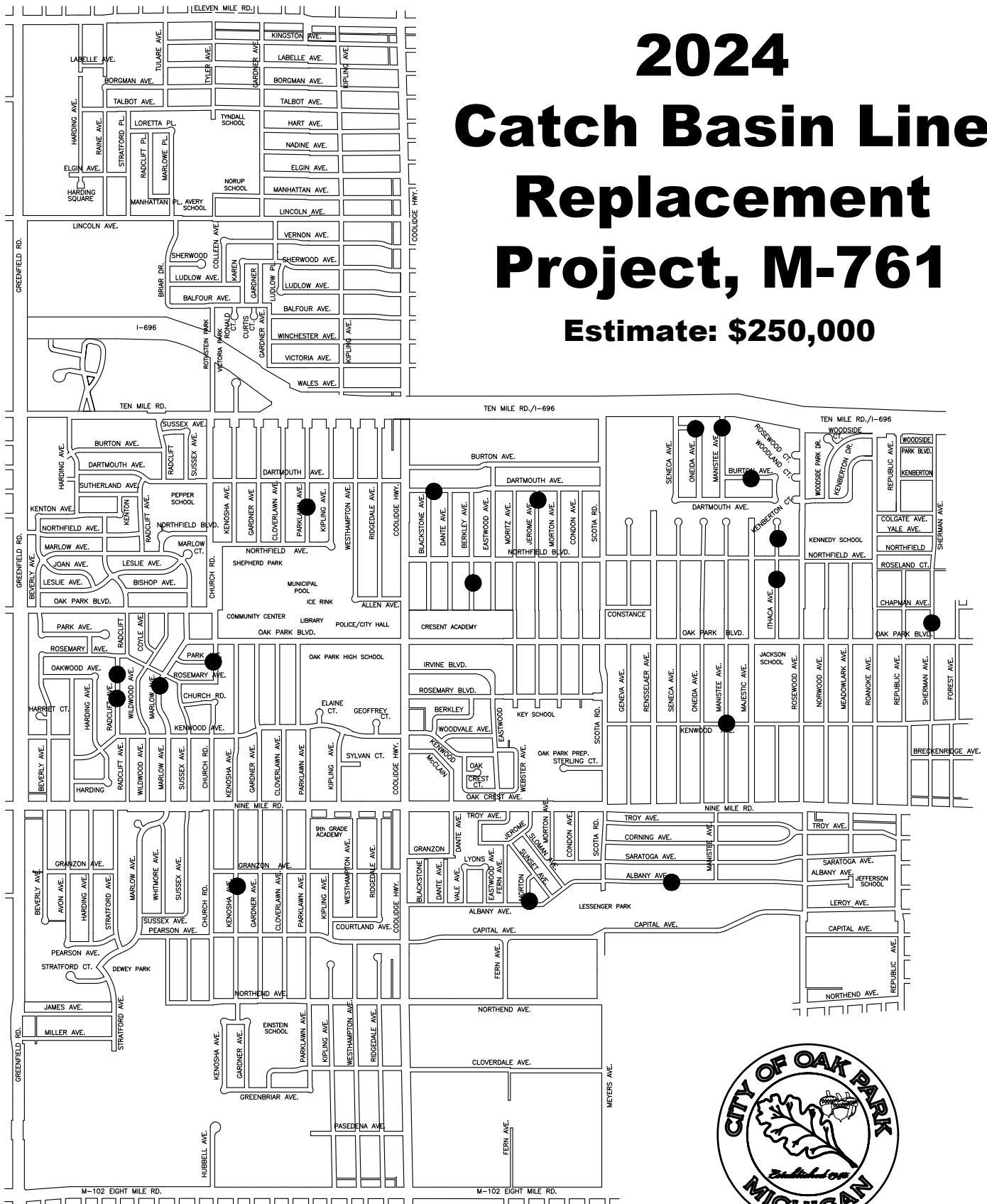
-  Document created by Kara Grisamer (kgrisamer@oakparkmi.gov)
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-  Document emailed to Bruce Abbott (jbcontractors@outlook.com) for signature
2024-04-29 - 12:35:47 PM GMT
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-  Document e-signed by Bruce Abbott (jbcontractors@outlook.com)
Signature Date: 2024-04-29 - 12:48:21 PM GMT - Time Source: server- IP address: 50.108.84.28
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-  Document e-signed by Kara Grisamer (kgrisamer@oakparkmi.gov)
Signature Date: 2024-04-29 - 12:52:00 PM GMT - Time Source: server- IP address: 12.14.25.194
-  Agreement completed.
2024-04-29 - 12:52:00 PM GMT

City of Oak Park

2024

Catch Basin Line Replacement Project, M-761

Estimate: \$250,000





CITY OF OAK PARK, MI STAFF REPORT

5.G

AGENDA FOR: May 6, 2024

SUBJECT: Approval of Pay Application No. 4 for the 2023-2024 Miscellaneous Concrete Project, M-754 to Mattioli Cement Company of Fenton, MI, in the amount of \$135,330.06

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: Attached is proposed Pay Application No. 4 for the 2023-2024 Miscellaneous Concrete Project, M-754 by Mattioli Cement Company of Fenton, MI. This project includes replacing full depth concrete pavement and sidewalk in the areas shown on the attached map. The total contract amount is \$999,881.35. The project is approximately 73% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$949,943.50
Change Order No. 1:	\$49,937.85
Total Contract Amount:	\$999,881.35
Total Earnings to Date:	\$730,148.85
Less Retainage:	\$36,507.44
Net Earned:	\$693,641.41
Deductions:	\$0.00
Balance:	\$693,641.41
Payments to Date:	\$558,311.35
Amount Due to Mattioli Cement Company:	\$135,330.06

RECOMMENDED ACTION: It is recommended that Pay Application No. 4 for the 2023-2024 Miscellaneous Concrete Project, M-754 by Mattioli Cement Company of Fenton, MI be approved for the amount of \$135,330.06. Funding is available in the Local Streets Fund (203-18-479-970) and the Water and Sewer Fund (592-18-538-970) for this expenditure.

EXHIBITS:

1. pay 4 estimate - signed
2. Area Map M-754

PAYMENT APPLICATION

PROJECT: 2023-2024 MISCELLANEOUS CONCRETE PROJECT

JOB NUMBER: M-754

OWNER: CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 4

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

PERIOD ENDING: 4/26/2024

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT, MODIFIED SP	11,300	SYD	\$11.71	2,637.93	\$30,890.16	9,684.54	\$113,405.96
2	CONCRETE PVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	5,600	SYD	\$60.00	1,553.20	\$93,192.00	7,329.97	\$439,798.20
3	CONCRETE PVMT W/INT CURB & GUTTER, 9" CONC. PATCHES OVER 4500 SFT	5,000	SYD	\$60.00	0.00	\$0.00	0.00	\$0.00
4	REMOVAL COOLIDGE CONCRETE PAVEMENT, MODIFIED SP	100	SYD	\$20.00	40.00	\$800.00	40.00	\$800.00
5	COOLIDGE CONCRETE PAVEMENT WITH INT. CURB, 9" CONCRETE MOD. SP	100	SYD	\$60.00	0.00	\$0.00	0.00	\$0.00
6	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD	500	SFT	\$6.00	0.00	\$0.00	3,674.61	\$22,047.66
7	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD (ROTHSTEIN PARK)	5,500	SFT	\$7.50	0.00	\$0.00	0.00	\$0.00
8	SIDEWALK CONC. NON-REINF. 6" SIDEWALK/ DRIVE APPROACH MOD.	500	SFT	\$6.50	0.00	\$0.00	2,951.24	\$19,183.06
9	CONCRETE PAVEMENT, 24" CURB & GUTTER SECTION NON- REINF. 9" CONC. MOD	50	LFT	\$36.00	0.00	\$0.00	22.20	\$799.20
10	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR. LIMESTONE)	10,700	SYD	\$6.44	2,623.53	\$16,895.53	8,288.57	\$53,378.39
11	AGGREGATE BASE UNDER 4"& 6" & 9" CONC. (6" 21AA CR LIMESTONE)	100	SYD	\$9.00	0.00	\$0.00	8.56	\$77.04
12	ADJUST DRAINAGE STRUCTURES	25	EACH	\$225.00	3.00	\$675.00	12.00	\$2,700.00
13	CAST IN PLACE DETECTABLE/ TACTILE WARNING SURFACE MODIFIED	100	SFT	\$26.00	0.00	\$0.00	60.00	\$1,560.00
14	CAST IRON DETECTABLE WARNING DEVICE	50	SFT	\$61.75	0.00	\$0.00	0.00	\$0.00
15	SANITARY MANHOLE 1040A RAME AND COVER	5	EACH	\$880.00	0.00	\$0.00	0.00	\$0.00
16	CATCH BASIN 5080M3 6 HOLE FRAME AND COVER	5	EACH	\$880.00	0.00	\$0.00	4.00	\$3,520.00
17	MINOR TRAFFIC DEVICES MODIFIED (5% MAX)	1	LSUM	\$13,000.00	0.00	\$0.00	1.00	\$13,000.00
18	COOLIDGE MINOR TRAFFIC DEVICES MODIFIED (5% MAX)	1	LSUM	\$1,000.00	0.00	\$0.00	0.00	\$0.00
19	PROJECT CLEAN UP MODIFIED (5% MAX)	1	LSUM	\$6,000.00	0.00	\$0.00	0.00	\$0.00
20	INSPECTION CREW DAYS	\$320	DAY	45	8.00	\$0.00	37.00	\$0.00
21	SIDEWALK CURB < 6"	0	LFT	\$19.00	0.00	\$0.00	0.00	\$0.00
22	SIDEWALK CURB > 6"	0	LFT	\$20.00	0.00	\$0.00	186.00	\$3,720.00
23	SIDEWALK CONC. NON-REINF 7" SIDEWALK MOD (ROTHSTEIN PARK)	0	SFT	\$10.25	0.00	\$0.00	5,478.96	\$56,159.34

Period Total Amount: \$142,452.69 Amount to Date: \$730,148.85

Original Contract Amount: \$949,943.50
Change Order No.1: \$49,937.85
New Contract Amount: \$999,881.35

Earnings This Period: \$142,452.69
Total Earnings to Date: \$730,148.85
Less Retainage: \$36,507.44
Net Earned: \$693,641.41
Deductions: \$0.00
Balance: \$693,641.41
Payments to Date: \$558,311.35

AMOUNT DUE MATTIOLI CEMENT COMPANY: \$135,330.06

Accepted By: John Mattioli
Mattioli Cement Company

Date: 04/29/2024

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

Date: 04/30/2024

CONTRACTOR'S DECLARATION

I hereby declare that I have not, during the period _____
4/15/2024 _____ to 4/27/2024 _____, 20 __,

performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for or claim compensation from _____

THE CITY OF OAK PARK

or its agents, in addition to the regular items set forth in the contract numbered

_____ M-754 _____ and dated 4/29/2024 _____
, 20 ____ for

2023-2024 MISCELLANEOUS CONCRETE PROJECT

executed between myself and the Owner, and in the Change Orders for work issued by the Owner in writing as provided there under, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

There (is) (is not) an itemized statement attached.

Date: 04/29/2024 _____

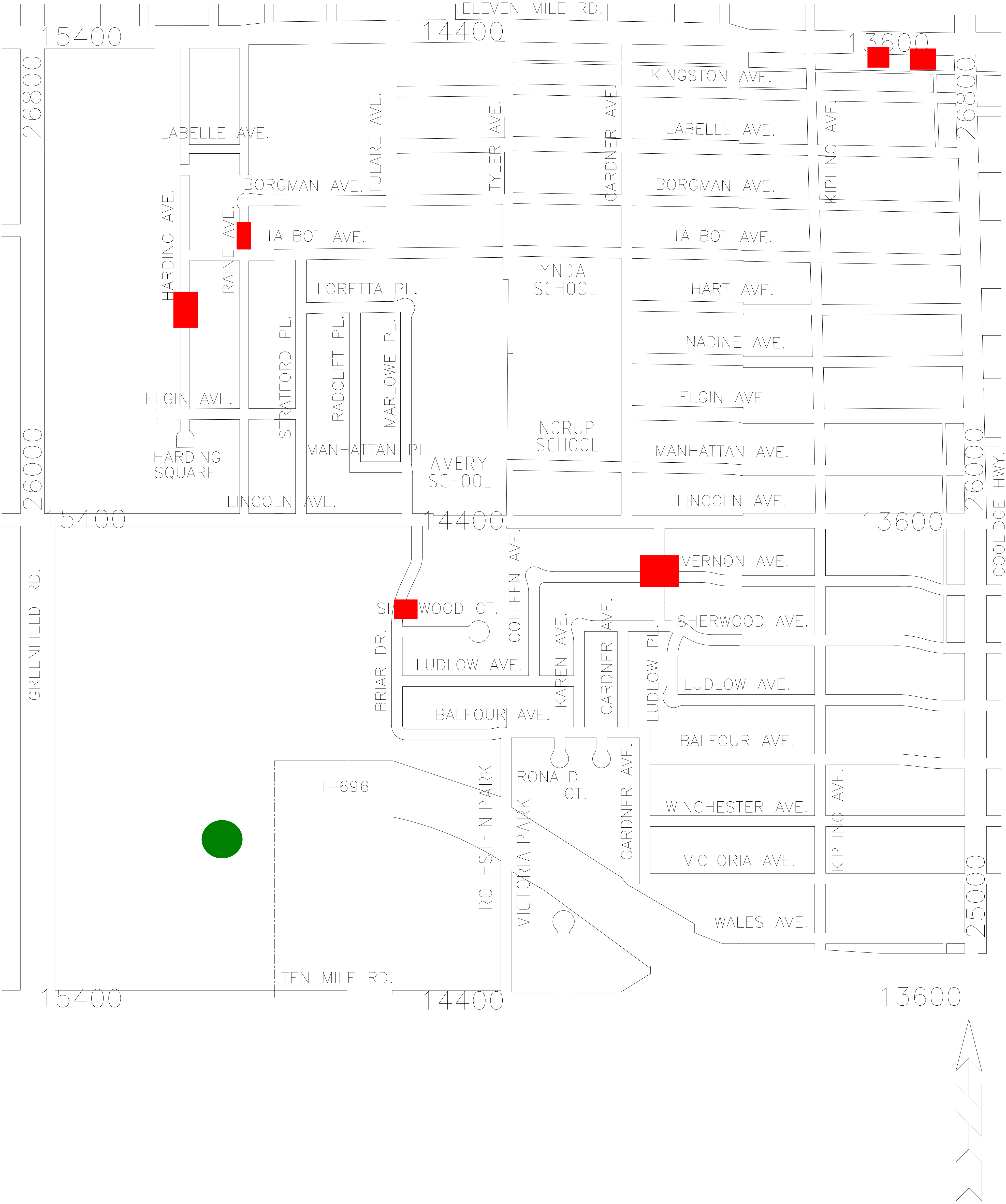
john mattioli

john mattioli (Apr 29, 2024 19:24 EDT)

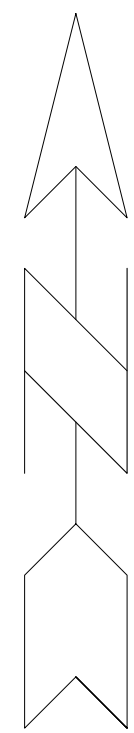
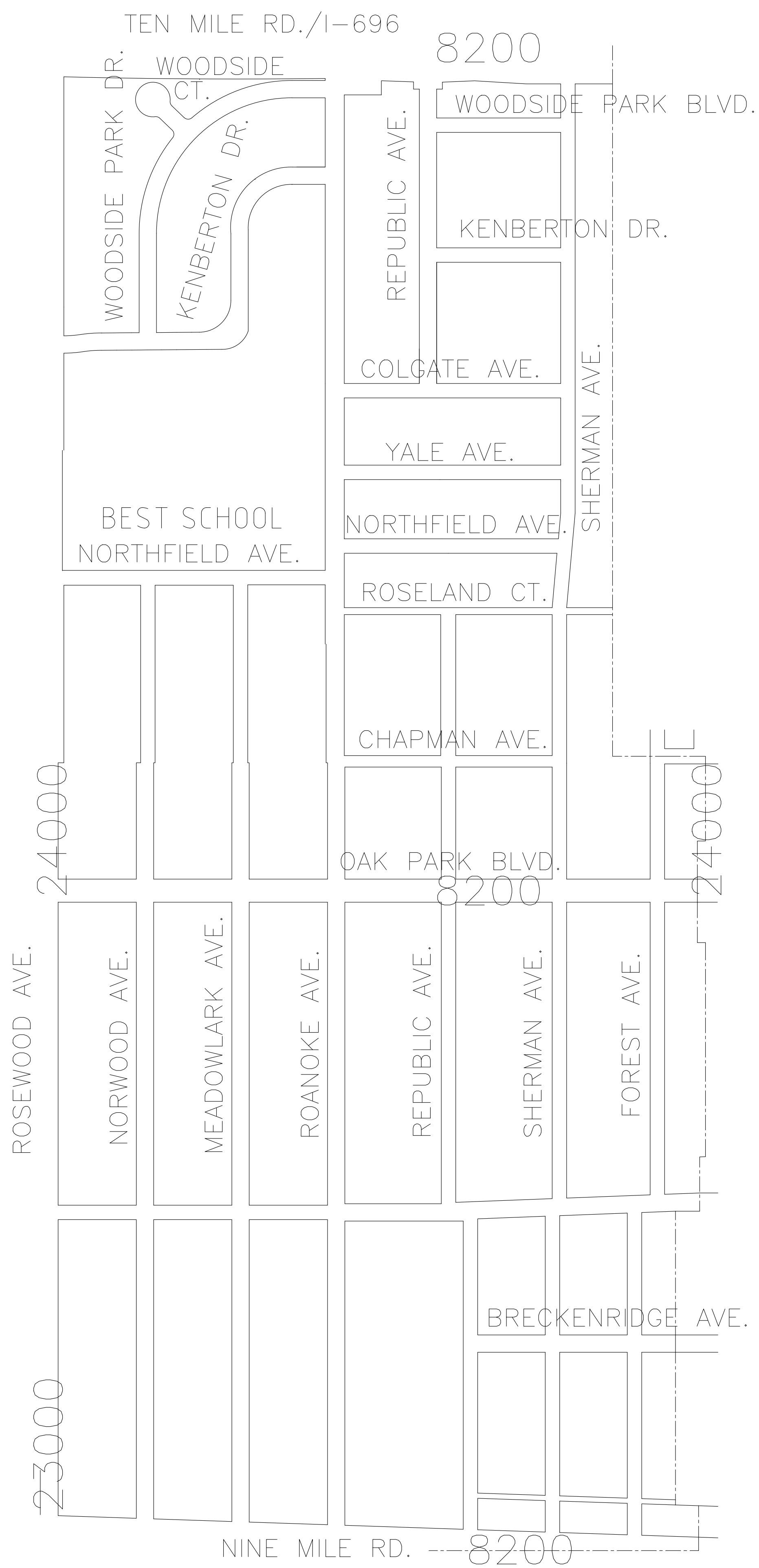
By: john mattioli _____

Title: member _____

SECTION 19



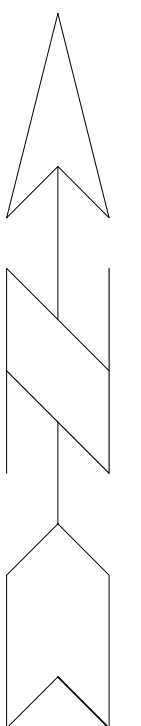
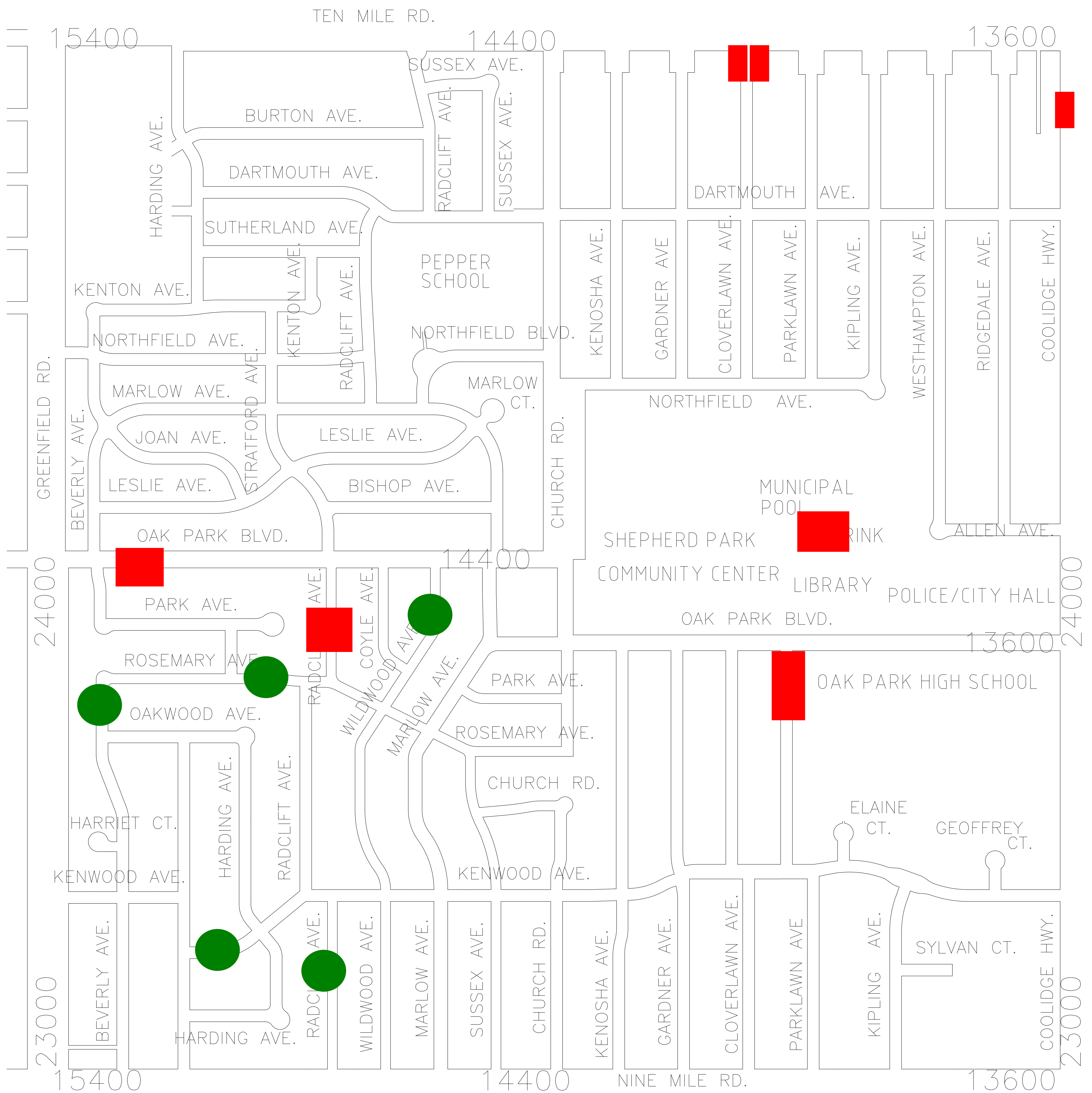
SECTION 28



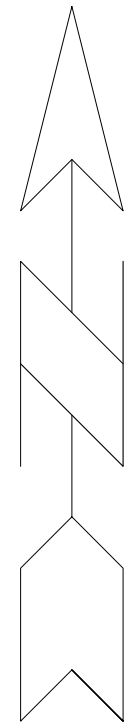
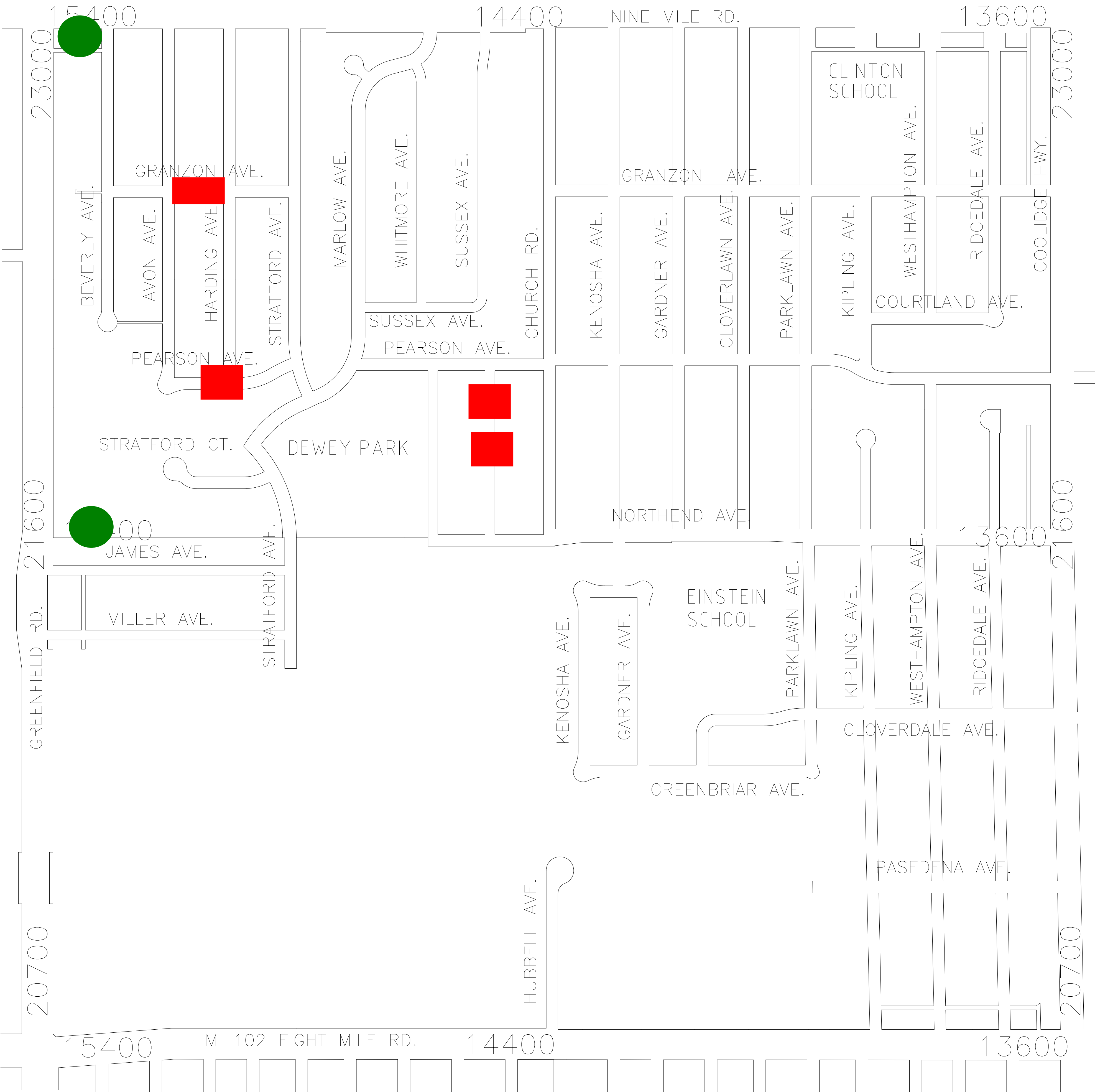
SECTION 29



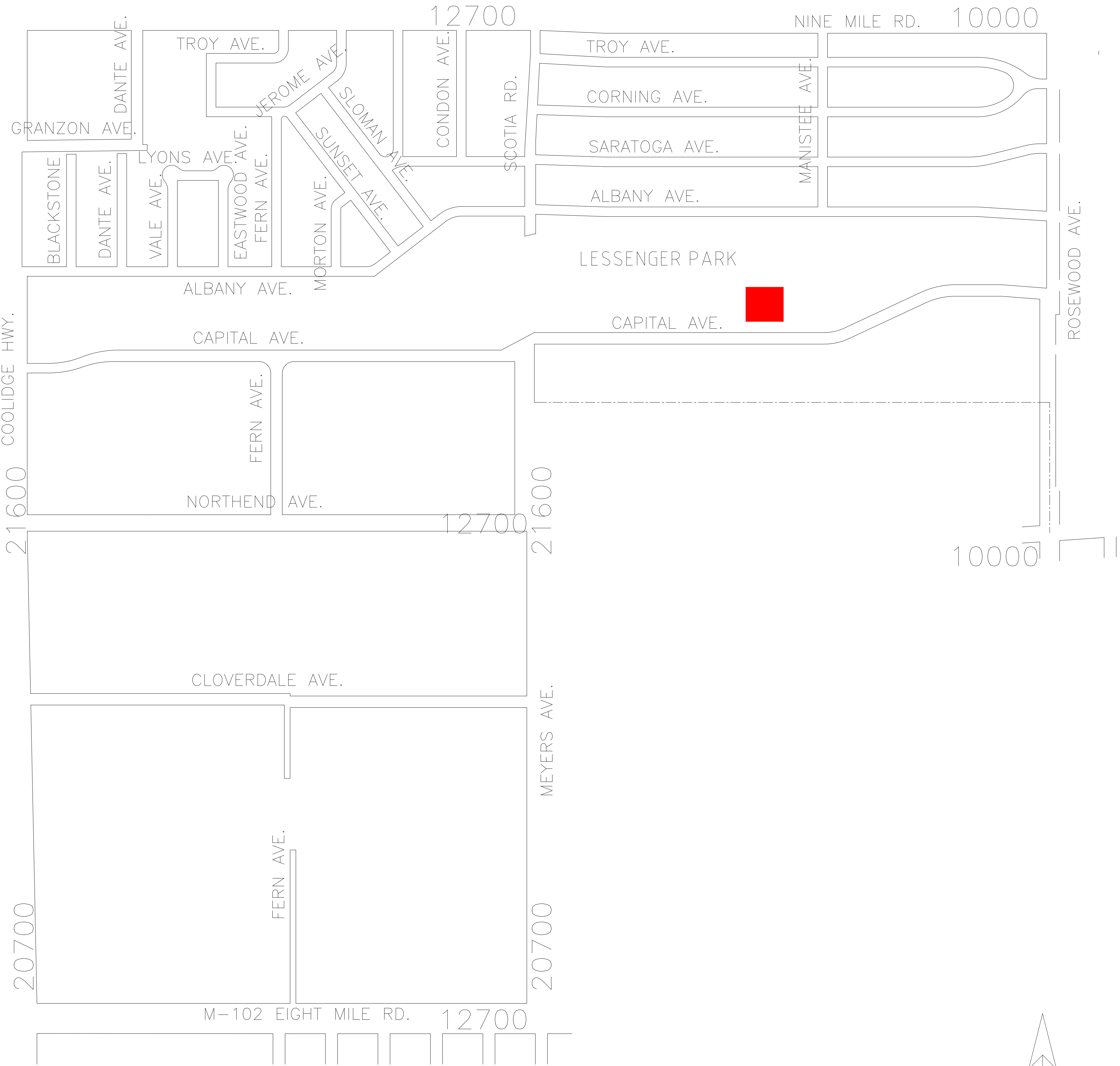
SECTION 30



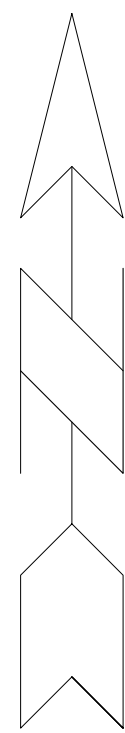
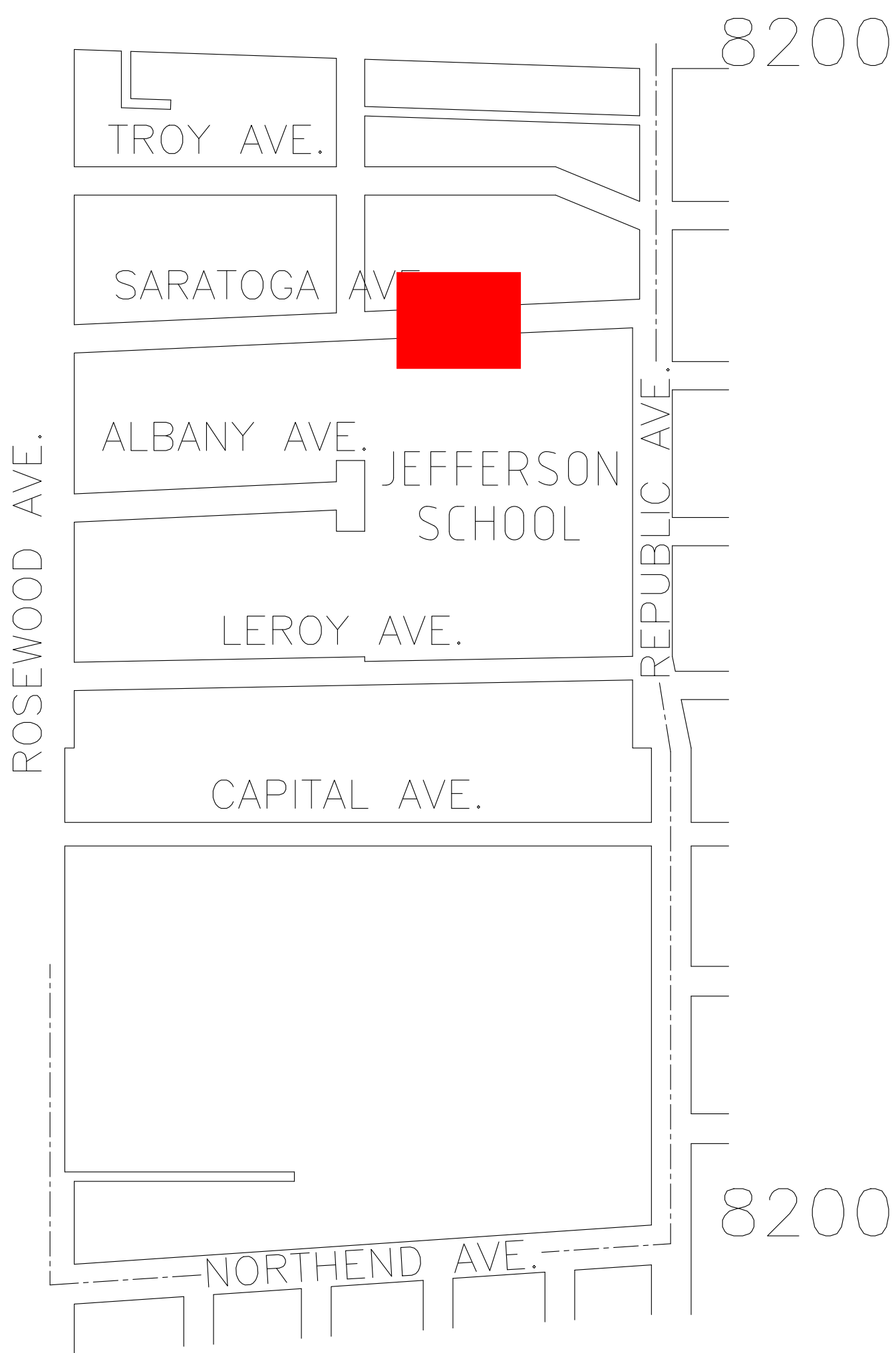
SECTION 31



SECTION 32



SECTION 33



MERCHANT'S LICENSES - MAY 6, 2024

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
RENEWALS FOR 2024			
ALTA CREMATION & SERVICES INC	13425 CAPITAL AVE	\$ 225.00	CREMATORIUM
LASHELLE'S SCHOOL OF DANCE	21330 COOLIDGE HWY	\$ 187.50	DANCE SCHOOL
SPECIALTIES SHOWROOM	21750 COOLIDGE HWY	\$ 150.00	SHOWROOM
SPECIALTIES SHOWROOM	21760 COOLIDGE HWY	\$ 150.00	SHOWROOM
CITI TRENDS #580	22106 COOLIDGE HWY	\$ 150.00	RETAIL
GOLDEN BOWL	22120 COOLIDGE HWY	\$ 150.00	RESTAURANT
ADVANCE AMERICA #1328	22140 COOLIDGE HWY	\$ 150.00	FINANCIAL SERVICES
DOLLAR TREE #3039	23090 COOLIDGE HWY	\$ 150.00	RETAIL
TRADEFIRST.COM	23200 COOLIDGE HWY	\$ 150.00	BARTER COMPANY
METRO BY T-MOBILE	24762 COOLIDGE HWY	\$ 187.50	RETAIL
BERTONI HOLDINGS INC	13600 W EIGHT MILE RD	\$ 150.00	GAS STATION
KING NAILS	13710 W EIGHT MILE RD	\$ 150.00	NAIL SALON
SOUTHFIELD QUALITY CARS II INC	13900 W EIGHT MILE RD	\$ 150.00	AUTO DEALER
ALLWELL PHYSICAL THERAPY AND REHABILITATION	21700 GREENFIELD RD # 257	\$ 225.00	PHYSICAL THERAPY
DIAMOND STAR FINE JEWELRY INC	21700 GREENFIELD RD # 322	\$ 150.00	JEWELRY
ANOTHER LEVEL UNISEX SALON	21700 GREENFIELD RD # LL17	\$ 187.50	HAIR SALON
LAW OFFICE OF KARRI MITCHELL	21900 GREENFIELD RD	\$ 225.00	LAW OFFICE
KEEPITFLY BRAIDING STUDIO	21900 GREENFIELD RD 204	\$ 225.00	HAIR SALON
TOP'S FASHION AND BRAIDING	21910 GREENFIELD RD # 105	\$ 187.50	HAIR SALON
BOBBI'S PLACE	23300 GREENFIELD RD # 117-119	\$ 225.00	HAIR SALON
REHABILITATION INSTITUTE OF MI	25900 GREENFIELD RD # 110	\$ 150.00	PHYSICAL THERAPY
PRIMESTAR ASSET LLC	25900 GREENFIELD RD # 204	\$ 225.00	OFFICE
AUTO PRO TECHNICAL RECRUITING	25900 GREENFIELD RD # 232	\$ 150.00	OFFICE
PENELOPES HOUSE CLEANING	25900 GREENFIELD RD # 255	\$ 150.00	CLEANING COMPANY
KROGER #751 FUEL	26156 GREENFIELD RD	\$ 225.00	GAS STATION
7-11 FOOD STORES #13486	15350 LINCOLN AVE	\$ 225.00	RETAIL
NERD OUT LLC	8106 W NINE MILE RD	\$ 150.00	RETAIL
LASHLYFE SUPPLIES	8530 W NINE MILE RD D	\$ 187.50	BEAUTY
THE BEST DAMN SALAD LLC	13710 W NINE MILE RD	\$ 150.00	RESTAURANT
MANE EVENT	15405 W NINE MILE RD	\$ 225.00	BARBERSHOP



CITY OF OAK PARK, MI STAFF REPORT

8.A

AGENDA FOR: May 6, 2024

SUBJECT: Request for a Special Event License and waiver of fee submitted by East Oak Park Neighborhood Association for their annual picnic to be held in Best Park on July 20, 2024, from 10:00 a.m. - 6:00 p.m.

DEPARTMENT: City Clerk

FROM: Jo Lynn Williams, Deputy City Clerk

SUMMARY: Please see the attached details.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Approve event.

EXHIBITS:

1. Special Event App - East OP Picnic
2. Special Event Sign off -East OP Neighborhood Picnic

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

Today's Date: 4/10/24

Applicant Information

Applicant/Business Name: EAST OAK PARK NEIGHBORHOOD ASSOC.

Applicant/Business Address: 24040 Geneva, O.P. 48237

Phone number: 248 544 2371 E-Mail Address: SPOLLAK 2004@COMCAST.NET

Relation of applicant to business: Volunteer

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

Owner Information

Owner or manager of site: N/A Phone: _____

Names and addresses of partners or officers of corporation:
N/A

Event Information

Proposed date(s) of event: JULY 20, 2024 Has this event been held previously? ☐ Yes ☐ No

Address or location of event: BEST PARK

Is this a City owned park? Yes

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

Nature, purpose, and detailed description of event: Neighborhood PICNIC

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

If yes, please describe how so: Free

Estimated number of people attending event: 150 Hours of Event: 10-6

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

If yes, please attach a map of the parade route

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

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

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

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

Food Services

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

Will the food be prepackaged or prepared on site: No

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

Mechanical Amusement

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

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

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

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

Technical/Support

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

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

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

Will the event have banners displayed? ☒ Yes ☐ No, if so, please provide the number of signs and dimension(s): 6- 16' X 1'

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: \$25 of this amount is non-refundable. If the City does not approve the application, remaining \$75 will be returned to applicant. 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 next City Council agenda for approval. If applicant decides not to proceed with the event, they will receive a \$75.00 refund.

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.

Samuel Pollack
Applicant's Signature

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

East Oak Park Neighborhood Association
Neighborhood Picnic
Best Park (at Ferndale Upper Elementary School)
DATE: July 20, 2024 at 10:00 am – 6:00 pm

<u>DEPARTMENT</u>	<u>SERVICES/CONSIDERATIONS</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
MUNICIPAL SERVICES <i>Kim Marrone</i> <i>*Dan Fairless</i>	The proposed sign/banner cannot create a clear vision obstruction for vehicles and cannot be placed in the road right of way (ROW).	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety to conduct periodic checks as part of normal patrols	30 mins	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Dave Decoster</i>	N/A	N/A	N/A
CITY ATTORNEY <i>Courtney Krause</i>	N/A	N/A	N/A
ADMINISTRATION <i>Crystal VanVleck</i>	Recommend approval contingent upon applicant meeting the requirements listed.		\$100 fee waived



CITY OF OAK PARK, MI STAFF REPORT

8.B

AGENDA FOR: May 6, 2024

SUBJECT: Request for a Special Event License submitted by Dog & Pony Show Brewing for their anniversary celebration to be held on June 1, 2024, from 12:00 p.m. - 5:00 p.m.

DEPARTMENT: City Clerk

FROM: Jo Lynn Williams, Deputy City Clerk

SUMMARY: See attached details.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Approve the License.

EXHIBITS:

1. Special Event App - Dog & Pony Anniversary Celebration
2. Special Event Sign off -Dog & Pony Anniversary Celebration

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

Today's Date: 4/24/24

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 1st 2024 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: 3 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 trucks 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 *WOULD LIKE PORTA JONS THIS YEAR*

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

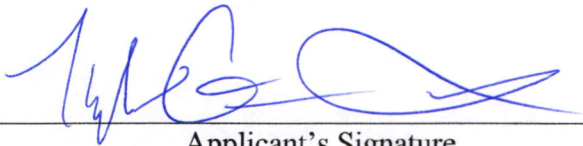
Will the event have banners displayed? ☐ Yes ☒ No, if so, please provide the number of signs and dimension(s): _____

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.



Applicant's Signature

State of Michigan

ss

County of _____

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

My Commission expires: _____
Notary Public

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Dog and Pony Show Brewing
3rd Anniversary Celebration
Dog and Pony – 14661 W 11 Mile. Ste #200
DATE: June 1, 2024 at 12:00 pm – 5:00 pm

<u>DEPARTMENT</u>	<u>SERVICES/CONSIDERATIONS</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
MUNICIPAL SERVICES <i>Kim Marrone</i> <i>*Dan Fairless</i>	Food Truck Vendors must be registered with the City of Oak Park. Any tents/canopies over 400 sq.ft. Must have Flame Spread Certification.	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety to make periodic checks as part of normal patrol activity.	1 hour	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Dave Decoster</i>	Drop off / Pick Up Barricades	1 Hour	N/A
CITY ATTORNEY <i>Courtney Krause</i>	Event is utilizing a City-owned parking lot. Insurance certificate required identifying the City as an additional insured per the ordinance.	N/A	N/A
ADMINISTRATION <i>Crystal VanVleck</i>	Recommend approval contingent upon applicant meeting the requirements listed.		\$100 fee paid



CITY OF OAK PARK, MI STAFF REPORT

9.A

AGENDA FOR: May 6, 2024

SUBJECT: Request to award the bid for the 2023 Program Year Yard Services Contract, M-772 to Luxury Lawn and Snow of Farmington Hills, MI.

DEPARTMENT: Municipal Services

FROM: Dan Fairless, Deputy Director of Municipal Services

SUMMARY: At the April 1, 2024 regular meeting of the Oak Park City Council, the request to bid the 2023 Program Year Yard Services Contract, M-772 was approved. On April 26, 2024, three proposals were received. The low bidder, Luxury Lawn and Snow of Farmington Hills, MI submitted a bid totaling \$296.00 per service. The total amount of services requested will not exceed \$26,000. This price is lower than last year's bid of \$525.00 per service. Community Development Block Grant (CDBG) allocations toward this program have also decreased from \$36,500 in program year 2022 to \$26,000 in program year 2023.

FINANCIAL STATEMENT: The 2023 Program Year Yard Services expenses are funded through the CDBG Funding and is allocated under account number 275-16-508-818.

RECOMMENDED ACTION: It is recommended City Council award the bid for the 2023 Program Year Yard Services Contract, M-772, to Luxury Lawn and Snow of Farmington Hills, MI. Funding is available in the CDBG fund (275-16-508-818) for this expenditure.

EXHIBITS:

1. BIDTAB 2023 Yard Services

BID TABULATION

2023 Program Year Yard Services Contract, M-772

Bid Deadline Date: April 26, 2024 @ 10:00 am

Page 1 of 1

		Luxury Lawn and Snow 28240 Farmington Rd. Farmington Hills, MI 48334	Xpert Lawn and Snow 2111 Walter P. Reuther Dr. Warren, MI 48091	Lawnclippers Landscaping 4564 12 Mile Rd. Warren, MI 48092
Item	Item Description	Price Per Service	Price Per Service	Price Per Service
1	Lawn Mowing, Average Sized Lot	\$30.00	\$29.00	\$25.00
2	Lawn Mowing, Larger or Corner Lot	\$33.00	\$34.00	\$50.00
3	Snow Removal, Average Sized Lot, 2" - 4"	\$33.00	\$39.00	\$25.00
4	Snow Removal, Average Sized Lot, 4" - 8"	\$38.00	\$39.00	\$50.00
5	Snow Removal, Average Sized Lot, 8" or more	\$42.00	\$39.00	\$75.00
6	Snow Removal, Larger or Corner Lot, 2" - 4"	\$35.00	\$49.00	\$50.00
7	Snow Removal, Larger or Corner Lot, 4" - 8"	\$40.00	\$49.00	\$100.00
8	Snow Removal, Larger or Corner Lot, 8" or more	\$45.00	\$49.00	\$150.00
TOTAL PAYMENTS NOT TO EXCEED \$26,000.00		\$296.00	\$327.00	\$525.00



CITY OF OAK PARK, MI STAFF REPORT

10.A

AGENDA FOR: May 6, 2024

SUBJECT: Resolution to approve request from AT&T for extension of Metro Act Right of Way Permit

DEPARTMENT: City Clerk

FROM: Ed Norris, City Clerk

SUMMARY: Request by AT&T for an extension of their METRO Act Permit through August 31, 2029

FINANCIAL STATEMENT: None

RECOMMENDED ACTION: Approve the permit extension

EXHIBITS:

1. Oak Park - Ltr to Mayor & Council Re Michigan Bell dba AT&T Extension of Metro Act Permit 2024-2029
2. Oak Park - Resolution Re Michigan Bell dba AT&T Extension of Metro Act Permit 2024-2029

**GARAN
LUCOW
MILLER P.C.**

GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 BREWERY PARK BOULEVARD
SUITE 200
DETROIT, MI 48207-2641
TELEPHONE: 313.446.1530
FAX: 313.259.0450
www.garanlucow.com

EBONY L. DUFF
DIRECT DIAL: 313.446.5543
E-MAIL: eduff@garanlucow.com

May 6, 2024

Honorable Mayor and City Council
City of Oak Park
13600 Oak Park Boulevard
Oak Park, MI 48237

**Re: Request from Michigan Bell Telephone d/b/a AT&T for Extension of
METRO Act Right of Way Permit**

Dear Honorable Mayor and Council:

The City Clerk is in receipt of a request from Michigan Bell Telephone d/b/a AT&T for an extension of its METRO Act Right of Way Permit for a period of 5 years. The City originally issued a METRO Act Right of Way Telecommunications Permit to AT&T on August 16, 2004, for a period of 5 years and subsequently approved its renewal request for subsequent extensions with a current term that expires on August 31, 2024. AT&T now proposes to extend the Permit for an additional 5 years for a term to end on August 31, 2029.

With respect to extensions, the METRO Act and the Permit itself provide that an Application for Extension for a period of 5 years or less may be submitted by the Permit holder. Therefore, the current request for a 5 year Permit extension appears to be in order. The Municipal Services Director has received the request and has no objection to same.

It is my recommendation that you adopt a Resolution approving the request by AT&T for an extension of its existing METRO Act Permit for a term ending on August 31, 2029, and authorizing the City Manager to sign the letter agreement in the form submitted.

Thank you for your prompt attention in this regard. Should you have any questions

or concerns regarding this matter, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in black ink, reading "Ebony L. Duff". The signature is fluid and cursive, with the first name "Ebony" being more prominent and the last name "Duff" following in a similar style.

EBONY L. DUFF
For the Firm

ELD/st
1462751

cc: Erik Tungate, City Manager
T. Edwin Norris, City Clerk
Kimberly Marrone, Director of Municipal Services

**CITY OF OAK PARK
RESOLUTION TO APPROVE REQUEST FROM
MICHIGAN BELL TELEPHONE COMPANY d/b/a AT&T MICHIGAN
FOR EXTENSION OF METRO ACT RIGHT OF WAY PERMIT**

WHEREAS, on August 16, 2004, the City of Oak Park issued a METRO Act Right-of-Way Telecommunications Permit to Michigan Bell Telephone d/b/a AT&T Michigan ("AT&T"); and

WHEREAS, the term of the Permit was five years and expired on August 16, 2009; and

WHEREAS, on July 20, 2009, the City of Oak Park approved a renewal of the Permit for five years, expiring on August 30, 2011; and

WHEREAS, on August 30, 2011, the City of Oak Park approved a renewal of the Permit for five years, expiring on August 30, 2014; and

WHEREAS, on May 19, 2014, the City of Oak Park approved a renewal of the Permit for five years, expiring on August 30, 2019; and

WHEREAS, on August 19, 2019, the City of Oak Park approved a renewal of the Permit for five years, expiring on August 31, 2024; and

WHEREAS, AT&T has submitted a request to extend the Permit for an additional five year term to end on August 31, 2029; and

WHEREAS, the City is aware of no reason to deny the request to extend the Permit for an additional five years.

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

1. The request by AT&T for an extension of their METRO Act Permit through August 31, 2029 is hereby approved.

2. The City Manager is authorized and directed to execute the METRO Act Right of Way Permit Extension, in substantially the form attached hereto.

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

Ayes: _____

Nays: _____

Absent: _____

Resolution declared adopted.

I hereby certify that the foregoing constitutes a true and complete copy of a Resolution adopted by the City of Oak Park, County of Oakland, State of Michigan, at a regular meeting held on Monday, May 6, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act No. 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

T. Edwin Norris, City Clerk



CITY OF OAK PARK, MI STAFF REPORT

10.B

AGENDA FOR: May 6, 2024

SUBJECT: Request for approval of Transfer of Control over [123.Net](#) Metro Act Right of Way Permit

DEPARTMENT: City Clerk

FROM: Ed Norris, City Clerk

SUMMARY: The Request indicates that on April 11, 2024, 123.Net signed a Purchase Agreement with 123Net Holdings, LLC, and under the terms of that Agreement, 123Net Holdings, LLC will control 123.Net. In that regard, and in accordance with Section 11 of the Permit, 123.Net is seeking to assign and transfer its interest in the Permit to the new controlling entity, 123Net Holdings, LLC.

FINANCIAL STATEMENT: None

RECOMMENDED ACTION: Approve the control transfer

EXHIBITS:

1. Oak Park - Ltr to Mayor & Council Re Request for Approval of Transfer of Control Over 123.Net Metro Act Permit 5.6.24
2. 123Net Consent Request

**GARAN
LUCOW
MILLER P.C.**

GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 BREWERY PARK BOULEVARD
SUITE 200
DETROIT, MI 48207-2641
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www.garanlucow.com

EBONY L. DUFF
DIRECT DIAL: 313.446.5543
E-MAIL: eduff@garanlucow.com

May 6, 2024

Honorable Mayor and City Council
City of Oak Park
13600 Oak Park Boulevard
Oak Park, MI 48237

**Re: Request for Approval of Transfer of Control Over 123.Net
METRO Act Right of Way Permit**

Dear Honorable Mayor and Council:

On or about April 25, 2024 the City of Oak Park received a Request for Approval of Transfer of Control Over 123.Net in connection with a METRO Act Right-of-Way Permit extension issued by the City of Oak Park to 123.Net on October 24, 2022 (the "Permit").

The Request indicates that on April 11, 2024, 123.Net signed a Purchase Agreement with 123Net Holdings, LLC, and under the terms of that Agreement, 123Net Holdings, LLC will control 123.Net. In that regard, and in accordance with Section 11 of the Permit, 123.Net is seeking to assign and transfer its interest in the Permit to the new controlling entity, 123Net Holdings, LLC.

Section 11 of the Permit provides that 123.Net may assign or transfer its rights under the Permit upon providing notice and receiving prior approval from the City of Oak Park (which shall not be unreasonably withheld) within thirty (30) days of the change in control of the company. Section 11 further provides that the successor company must have the qualifications and ability to perform under the terms of the permit and comply with any updated insurance and performance bond requirements.

The instant Request was submitted to the City of Oak Park within 30 days of the transfer of control of 123.Net to 123Net Holdings, LLC. The new company is owned by a group of funds managed by Grain Management, LLC, which focuses on investing in communications infrastructure and services, including fiber, towers, spectrum, small cells, satellites, and other telecommunications services. The Request indicates that 123.Net

will remain qualified to perform all of the obligations under the Permit and applicable law, including without limitation all reporting, insurance and performance bond requirements.

As 123.Net has complied with the Assignment requirements set forth in Section 11 of the Permit, it is my recommendation that you approve the Request for Approval of Transfer of Control Over 123.Net and authorize the City Manager to sign the Consent to Change In Control of 123.Net in the form submitted.

Thank you for your prompt attention in this regard. Should you have any questions or concerns regarding this matter, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in black ink, appearing to read "Ebony L. Duff". The signature is fluid and cursive, with the first name "Ebony" being more prominent.

EBONY L. DUFF
For the Firm

ELD/st
1462751

cc: Erik Tungate, City Manager
T. Edwin Norris, City Clerk
Kimberly Marrone, Director of Municipal Services

April 25, 2024

REQUEST FOR APPROVAL OF TRANSFER OF CONTROL OVER 123.NET

This is a request to you under Section 11 of the METRO Act Right-Of-Way Permit (the “Permit”) agreed to between your municipality and 123.Net, Inc. (“123.Net”), providing access to public rights-of-way in your municipality.

On April 11, 2024, 123.Net signed a Membership Interest Purchase Agreement (the “Agreement”) with 123Net Holdings, LLC (“Holdings”). Holdings is owned by a group of funds managed by Grain Management, LLC (“Grain”), and under the terms of the Agreement, Holdings will control 123.Net once the transactions contemplated under the Agreement close.

Under Section 11 of the Permit, until 123.Net has completed the construction of the facilities identified in Exhibit A of the Permit, your municipality’s prior approval is sought prior to a change in control of 123.Net.

Accordingly, by this notice, 123.Net requests that your municipality approve the change of control of 123.Net at the earliest possible opportunity. You can do so by returning the attached notification by email to permits@123.net or by mail to 123NET, ATTN Permitting Department, 24700 Northwestern Hwy, Suite 700, Southfield MI 48075.

Grain invests in and manages communications businesses in the United States and other jurisdictions. On behalf of its investors, Grain focuses on investing in communications infrastructure and services, including fiber, towers, spectrum, small cells, satellites, and other telecommunications services. Collectively, Grain Management’s investment team has over 100 years of experience as industry operators and private equity professionals. Its founder and Chief Executive Officer, David Grain, has over 25 years of experience in industry and 15 years in private equity. Grain manages funds that own other carriers in and near the Midwest, including:

- Great Plains Communications LLC, Great Plains Communications Long Distance LLC, and Great Plains Broadband LLC, which are authorized to provide telecommunications services in Colorado, Kansas, Nebraska, and South Dakota.
- InterCarrier Networks, LLC, which is authorized to provide telecommunications services in Illinois, Indiana, and Kentucky.
- Miles Communications, LLC; Sunman Telecommunications, LLC; and Sunman Telecommunications Long Distance, LLC, which are authorized to provide telecommunications services in Indiana.

Holdings’ investment in 123.Net will provide the company with financial and operational backing to support a successful completion of the pending METRO Act deployment and facilitate the provision of high-quality service to consumers throughout Michigan. Under Holdings’ ownership, 123.Net will remain qualified to perform all of the obligations under the Permit and applicable law, including without limitation all reporting, insurance and performance bond requirements.

The 123.Net contact for this notice is Amanda Griffith. Please reach out if you have any questions.

CONSENT TO CHANGE IN CONTROL OF 123.NET

On behalf of the municipality stated below (“Municipality”), I consent to the change of control of 123.Net, Inc. (“123.Net”) to 123Net Holdings, LLC pursuant to a Membership Interest Purchase Agreement signed April 11, 2024 (“Agreement”).

I am providing this consent as required under Section 11 of the METRO Act license issued by the Municipality to 123.Net, Inc. I am authorized to issue this consent on behalf of the Municipality under all applicable ordinances or other requirements of the Municipality, and acknowledge and agree that 123.Net is entitled to rely on this authorization to complete the transactions contemplated by the Agreement.

On behalf of _____:
Municipality Name

Signature

Name

Title

Date



CITY OF OAK PARK, MI STAFF REPORT

11.A.1

AGENDA FOR: May 6, 2024

SUBJECT: Appointment to Oak Park Youth Assistance Board

DEPARTMENT: Administration

FROM: Crystal VanVleck, Deputy City Manager

SUMMARY: The Oakland County Youth Assistance Program is administered through the Oakland County Circuit Court/Family Division, and consists of local Youth Assistance offices in Oakland County communities through tri-sponsorship agreements between the Circuit Court, local municipalities and local school districts. The Oak Park Youth Assistance Program was created in 1983 by the Oakland County Circuit Court and includes the following sponsors: The City of Oak Park, the Oak Park School District, and the Charter Township of Royal Oak.

Membership eligibility includes civic leaders, organizational and governmental persons, professional people and individuals interested in serving youth in the area covered by the City of Oak Park and Oak Park School District. After new members are approved by the Oak Park Youth Assistance Board, they must be presented to the local sponsors for approval. Upon acceptance by the local sponsors, they must be sent to the Oakland County Circuit Court Judges for approval and formal appointment to the Board.

The Oak Park Youth Assistance has appointed Emily Clark, the City of Oak Park's Human Resources Generalist, and is asking the local sponsors for approval.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Approval of the appointment of Emily Clark to the Oak Park Youth Assistance Board

EXHIBITS:

None



CITY OF OAK PARK, MI STAFF REPORT

11.B.1

AGENDA FOR: May 6, 2024

SUBJECT: Request to receive and approve exception recommendations regarding Special Assessment Districts

DEPARTMENT: Finance

FROM: Steve Lukasik, Deputy Finance Director

SUMMARY: At the council meeting of April 1, 2024, City Council adopted Special Assessment Resolution No. 9 to confirm the roll with the exceptions of eighteen (attached hereto), which were removed temporarily for further review. City Council also adopted Special Assessment Resolution No. 10, setting the due date of May 21, 2024, together with the penalty of ten percent (10%) for Special Assessment District No. 712 Delinquent Utilities, Special Assessment District No. 713 Unpaid False Alarms, Special Assessment District No. 714 Unpaid Property Blight and Special Assessment District No. 715 Unpaid Miscellaneous Concrete.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: It is recommended that the unpaid invoice(s) belonging to the following parcel(s) be restored to the Special Assessment District No. 712 along with the original 10% penalty:

52-25-30-427-010	23534 Parklawn
52-25-32-132-001	21940 Morton
52-25-32-251-033	10241 Albany
52-25-29-303-012	13331 Irvine
52-25-31-426-014	21340 Parklawn

And the following parcel(s) be restored to the Special Assessment District No. 714 along with the original 10% penalty:

52-25-32-251-033	10241 Albany
52-25-32-129-012	22120 Condon

And the following parcel(s) be restored to the Special Assessment District No. 715 along with

the original 10% penalty:

52-25-30-427-010 23534 Parklawn
52-25-31-403-013 21120 Gardner

It is also recommended that the invoice(s) belonging to the following parcel(s) be removed from Special Assessment District No. 712 along with the original 10% penalty:

52-25-32-229-037 10040 Albany
52-25-32-129-012 22120 Condon
52-25-30-332-014 23470 Radcliff
52-25-29-404-012 23510 Scotia
52-25-30-328-002 23740 Wildwood
52-25-19-279-028 26235 Coolidge

It is also recommended that the invoice(s) belonging to the following parcel(s) be removed from Special Assessment District No. 713 along with the original 10% penalty:

52-25-29-101-063 13151 W. Ten Mile

It is also recommended that the invoice(s) belonging to the following parcel(s) be removed from Special Assessment District No. 714 along with the original 10% penalty:

52-25-30-101-021 24211 Beverly

It is also recommended that the invoice(s) belonging to the following parcel(s) be removed from Special Assessment District No. 715 along with the original 10% penalty:

52-25-28-307-026 23535 Roanoke

EXHIBITS:

1. Tax Roll SAD #712 Decisions
2. Tax Roll SAD #713 Decision
3. Tax Roll SAD #714 Decisions
4. Tax Roll SAD #715 Decisions



CITY OF OAK PARK

Utility Billing Division

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

To: Erik Tungate, City Manager
From: Kevin VanDeWalle, Utility Billing Supervisor
Date: April, 3 2024
RE: Special Assessment District # 712 Unpaid Utility Invoices

At City Council's request, the Utility Billing Division has completed an investigation of the concerns voiced at the April 1, 2024, 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 Billing Division that the following parcels be removed from the Special Assessment Roll # 712 Unpaid Utility Invoice.

Parcel # 52-25-32-229-037	10040 Albany
Parcel # 52-25-32-129-012	22120 Condon
Parcel # 52-25-30-332-014	23470 Radclift
Parcel # 52-25-29-404-012	23510 Scotia
Parcel # 52-25-30-328-002	23740 Wildwood
Parcel # 52-25-19-279-028	26235 Coolidge

It is the opinion of the City of Oak Park Utility Billing Division that the following parcels remain in the Special Assessment Roll # 712 Unpaid Utility Invoice.

Parcel # 52-25-30-427-010	23534 Parklawn
Parcel # 52-25-32-132-001	21940 Morton
Parcel # 52-25-32-251-033	10241 Albany
Parcel # 52-25-29-303-012	13331 Irvine
Parcel # 52-25-31-426-014	21340 Parklawn

Sincerely,

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



CITY OF OAK PARK

Utility Billing Division

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

April 3, 2024

Ali Fareed
3289 Schoolhouse Dr
Waterford, Mi 48329

RE: Public Hearing – Special Assessment Roll No. 712 Unpaid Utility Invoices

Dear Ali Fareed:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 summer tax roll for property at 10040 Albany parcel # 52-25-32-229-037.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 6, 2024, City Council Meeting.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

April 3, 2024

Tag Michigan Property Group LLC
6728 Shell Flower Ln
Dallas, TX 75252

RE: Public Hearing – Special Assessment Roll No. 712 Unpaid Utility Invoices

Dear Tag Michigan Property Group LLC:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 summer tax roll for property at 22120 Condon parcel # 52-25-32-129-012.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 6, 2024, City Council Meeting.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

April 3, 2024

Theresa Vaughn
23470 Radclift
Oak Park, Mi 48237

RE: Public Hearing – Special Assessment Roll No. 712 Unpaid Utility Invoices

Dear Theresa Vaughn:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 summer tax roll for property at 23470 Radclift parcel # 52-25-30-332-014.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 6, 2024, City Council Meeting.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

April 3, 2024

Tonya Davis
23510 Scotia
Oak Park, Mi 48237

RE: Public Hearing – Special Assessment Roll No. 712 Unpaid Utility Invoices

Dear Tonya Davis:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 summer tax roll for property at 23510 Scotia parcel # 52-25-29-404-012.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 6, 2024, City Council Meeting.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

April 3, 2024

Shakeisa Jones
23740 Wildwood
Oak Park, Mi 48237

RE: Public Hearing – Special Assessment Roll No. 712 Unpaid Utility Invoices

Dear Shakeisa Jones:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 summer tax roll for property at 23740 Wildwood parcel # 52-25-30-328-002.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 6, 2024, City Council Meeting.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

April 3, 2024

Hantom LLC
1045 Timberlake Dr
Bloomfield Hills, Mi 48302

RE: Public Hearing – Special Assessment Roll No. 712 Unpaid Utility Invoices

Dear Hantom LLC:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2024 summer tax roll for property at 26235 Coolidge parcel # 52-25-19-279-028.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 6, 2024, City Council Meeting.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

April 3, 2024

Damita White
23534 Parklawn
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 712 Unpaid Utility Invoices

Dear Damita White:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 1, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, "Dispute water bill".

Upon further review of the property at 23534 Parklawn, parcel # 52-25-30-427-010 has an unpaid utility invoice for the tax roll amount of \$50.23 on April 3, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 6, 2024, City Council Meeting. You have till May 6, 2024 to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2024.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

April 3, 2024

Ali Fareed
3289 Schoolhouse Dr
Waterford, Mi 48329

RE: Public Hearing – Special Assessment Roll No. 712 Unpaid Utility Invoices

Dear Ali Fareed:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 1, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, “Am asking you kindly to consider disregarding this crazy proposal in times of hardships for families with already high inflation that makes covering basic living necessities so difficult”.

Upon further review of the property at 21940 Morton, parcel # 52-25-32-132-001 has an unpaid utility invoice for the tax roll amount of \$426.57 on April 3, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 6, 2024, City Council Meeting. You have till May 6, 2024 to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2024.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

April 3, 2024

Tina Bennett
10241 Albany
Oak Park, Mi 48237

RE: Public Hearing – Special Assessment Roll No. 712 Unpaid Utility Invoices

Dear Tina Bennett:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 1, 2024, Oak Park City Council Meeting.

Upon further review of the property at 10241 Albany, parcel # 52-25-32-251-033 has an unpaid utility invoice for the tax roll amount of \$199.24 on April 3, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 6, 2024, City Council Meeting. You have till May 6, 2024, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2024.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

April 3, 2024

Paige & Cynthia Willams
19785 W 12 Mile Rd #450
Southfield, Mi 48076

RE: Public Hearing – Special Assessment Roll No. 712 Unpaid Utility Invoices

Dear Paige & Cynthia Willams:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 1, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, "Landlord/Tenant dispute. We are in the process of evicting tenant for non-payment of rent and utilities. We plan to pay when court grants the tenant eviction."

Upon further review of the property at 13331 Irvine, parcel # 52-25-29-303-012 has an unpaid utility invoice for the tax roll amount of \$203.61 on April 3, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 6, 2024, City Council Meeting. You have till May 6, 2024 to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2024.

Sincerely,

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





CITY OF OAK PARK

Utility Billing Division

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

April 3, 2024

Cinnamon Banks
21340 Parklawn
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 712 Unpaid Utility Invoices

Dear Cinnamon Banks:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 1, 2024, Oak Park City Council Meeting.

Upon further review of the property at 21340 Parklawn, parcel # 52-25-31-426-014 has an unpaid utility invoice for the tax roll amount of \$218.34 on April 3, 2024, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 6, 2024, City Council Meeting. You have till May 6, 2024 to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2024.

Sincerely,

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





CITY OF OAK PARK

Steve Cooper, Director
Department of Public Safety

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

April 30, 2024

To: Erik Tungate, City Manager

From: Stephanie Prister, Records & IT Specialist, Department of Public Safety

Date: April 30, 2024

Subject: Special Assessment District #713, Unpaid False Alarm Invoices

At the request of City Council, the Public Safety Department has completed an investigation of the concerns voiced at the April 1, 2024 special assessment public hearing for unpaid invoices.

We have investigated all of the concerns. Based on the results of the investigation, the exception is listed below:

- 13151 W. Ten Mile Rd was billed for a false alarm. Upon investigation, it was found that the outstanding false alarm invoices have been paid.

This completes the investigation of the property owners who expressed concerns relating to their unpaid invoices on April 1, 2024.

If you need any further information, please do not hesitate to ask. Thank you.



CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

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

To: Erik Tungate, City Manager

From: Daniel Fairless, Deputy Director of Municipal Services Dept.

Date: April 15, 2024

Subject: Special Assessment District #714 Unpaid Property Blight Invoices

At the request of City Council, the Municipal Services Dept. has completed an investigation of the concerns voiced at the April 1, 2024 special assessment public hearing for unpaid invoices.

We have investigated all of the concerns and mailed letters to the property owners informing them of the results of the investigation. Attached are copies of the letters that I mailed.

Based on the results of the investigation, I recommend placing two of the three unpaid invoices back on the Special Assessment Rolls for the May 6, 2024 City Council Meeting. The one exception is listed below.

- 24211 Beverly was billed for brush removal. Upon investigation, it was found that there were no back-up photos of the before and after service of the property and a note stating "done by owner". I am recommending that this invoice be cancelled and removed from the Special Assessment Rolls.

This completes the investigation of the property owners who expressed concerns relating to their unpaid invoices at the April 1, 2024 public hearing.

If you need any further information, please do not hesitate to ask.

Thank you.



CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

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

April 3, 2024

Vladimir Beznosov
24211 Beverly
Oak Park, MI 48237

RE: Public Hearing – Special Assessment District No. 714 for Unpaid Charges-Blight

Dear Mr. Beznosov:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to your Yard Waste Removal invoice being placed on the special assessment roll at the April 1, 2024 Oak Park City Council Meeting. Your objection was due to your not understanding what was done wrong. And you stated something to the effect that you have trimmed branches and set them at the curb the same way many times. After reviewing the time frame, dates and work order notes from that incident, it was determined that the subject invoice can be voided and removed from the special assessment district at the May 6, 2024 City Council Meeting.

Please contact me at (248) 691-7456 if you have any questions regarding this matter.

Sincerely,

Daniel Fairless
Deputy Director
Municipal Services Department



CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

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

April 15, 2024

Julia & Avraham Grossman
6728 Shell Flower Ln.
Dallas, TX 75242

RE: Public Hearing – Special Assessment District No. 714 for Unpaid Charges, **22120 Condon, Oak Park, MI 48237**

Dear Mr. and Mrs. Grossman:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to your grass/weeds cutting invoice being placed on the special assessment roll at the April 1, 2024, Oak Park City Council Meeting. Your objection was because you stated, in part, "this is the first we have heard regarding this matter.... the overgrown grass issue occurred in late May and was ticketed on 5/31/2023 and completed on 6/2/2023. However, we purchased the property on 6/8/2023."

The pending invoice was for grass and weeds cutting. The grass/weeds were in violation of Section 18-281 of the City of Oak Park Code of Ordinances on May 31, 2023. A notice was issued that day, the violation still existed on June 2, 2023, and the city cut the grass and weeds on June 6, 2023. The City incurred a cost from having to perform the grass and weeds cutting service. An invoice was generated and sent on June 13, 2023.

Due to the timing of the incident, as the previous owner was in possession when the notice was given and the special service was performed, and you were in possession when the invoice was generated, you should work with your Title company on responsibility of payment. I am recommending to the City Council that the unpaid invoice be placed back on the special assessment district at the May 6, 2024 City Council Meeting. You have until May 6, 2022 to pay the invoice without further penalties. For your convenience, I have attached a copy of your original invoice.

Please contact me at (248) 691-7450 if you have any questions regarding this matter.

Sincerely,

Daniel Fairless
Deputy Director
Municipal Services Department



CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

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

April 3, 2024

Tina Bennett
10241 Albany
Oak Park, MI 48237

RE: Public Hearing – Special Assessment District No. 714 for Unpaid Blight Charges

Dear Mrs. Bennett:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to your grass cutting invoice being placed on the special assessment roll at the April 1, 2024 Oak Park City Council Meeting.

The pending invoice was for grass and weeds cutting. The grass and weeds were in violation of Section 18-281 of the City of Oak Park Code of Ordinances on June 19, 2023. A notice was issued that day, the violation still existed on June 21, 2023 and the City cut the grass and weeds on June 22, 2023. The City incurred a cost from having to perform the grass and weeds cutting service.

I'm recommending to the City Council that the unpaid invoice be placed back on the special assessment district at the May 6, 2024 City Council Meeting. You have until May 6, 2024 to pay the invoice without further penalties. For your convenience, I have attached a copy of your original invoice.

Please contact me at (248) 691-7450 if you have any questions regarding this matter.

Sincerely,

Daniel Fairless
Deputy Director
Municipal Services Department



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 4, 2024

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

Subject: SAD 715 Sidewalk Objections

Parcel ID#: 25-30-427-010
Address: 23534 Parklawn
Property Owner: Damita White – 313-899-0546

Complaint- Unexpected expense, financially recovering from medical conditions that did not allow her to work.

Investigation – Consulted Finance to see if she had paid the sidewalk invoice. The letter did not make it clear if she was disputing the sidewalk or if it was just an additional expense she did not expect. Most of the letter was concerned with utility bills. Currently, have not yet heard back from Finance.

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

Parcel ID#: 25-31-403-013
Address: 21120 Gardner
Property Owner: James Thomas – 248-219-0483

Complaint- The sidewalk settled and caused a trip hazard due to water from the fire hydrant in front of his house.

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 cause of the settlement is unlikely to be due to water specifically from the fire hydrant due to the following reasons:

- The soils in this area consist of very thick clays that are not very permeable and not

typically subject to compression due to a puddle.

- The fire hydrant nozzles point towards the road, not the sidewalk, so regular flushing and winterization measures would be piped directly into the curb line.
- Fire hydrants are pumped down annually for winterization and flushed less than once a year. That is not enough water to erode or compress soils if we maintain the hydrant up to twice a year.
- Precipitation happens far more often than fire hydrant use, so if soils were compressed by flooding, then precipitation is much more consistent than using the fire hydrant.

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

Parcel ID#: 25-28-307-026
Address: 23535 Roanoke
Property Owner: Keith Myszenski – 248-497-3368 (developer, not current owner)

Complaint- The two invoices for this property were sent to the wrong people. One was sent to the current owner and not the developer listed above. The other invoice was sent to the new owner's name at the developer's Oak Park address on Woodside Park.

The developer was under the impression that Oak Park was going to take the invoice amounts out of the bond that we had for the new construction. They also emailed the email on the mailer for JoLynn Williams, but the email on the mailer was not correct.

Investigation –

It is a new build house, and as part of the construction, they had to cross the road to tap the sewer. Last year, the same developer built two homes on Rosewood with the same situation: they crossed the road to tap the sewer and we replaced the pavement with Miscellaneous Concrete work. At the time, we gave them the choice – to have us take the amount out of the cash bond or invoice them. They told us to take it out of the bond for the two houses on Rosewood so we did that.

For the house on Roanoke, we gave them the same choice, and they told us to invoice them this time. However, when the invoices were created, that must have been around the same time the new owner came into possession of the house and the records were changing on BS&A. This must have caused the mix-up with the names and addresses of the new owner and developer. The developer also must have forgotten that they requested an invoice instead of taking it out of the bond like before. It appears that there were errors made by both the City and the developer.

Recommendation: The new owner is not responsible for any charges. The developer (listed above) is responsible and we will take the amount of the invoices out of the \$10,000 cash bond that the City has for this reason.



CITY OF OAK PARK, MI STAFF REPORT

11.B.2

AGENDA FOR: May 6, 2024

SUBJECT: Resolution to authorize Budget Amendment #2024-4 for period ending March 31, 2024

DEPARTMENT: Finance

FROM: Josh Johnson, Deputy Finance Director

SUMMARY: The City's annual budget was adopted on May 15, 2023 and is effective July 1st. The budget is adopted at the departmental level. In accordance with the State Budget Act, budget amendments are to be completed throughout the fiscal year to reflect the most current information available related to revenue and expenditure budgets. Budget amendments that have a positive or negative impact on fund balance or change the department total require Council approval. The third quarter (03/31/24) budget amendment for the General Fund is attached and summarized below:

GENERAL FUND

Beginning Fund Balance July 1, 2023	\$ 4,911,697
Amended Budget as of March 31, 2024	\$ (518,442)
Net Change in Fund Balance (Amendment #2024-4)	<u>\$ 0</u>
Estimated Ending Fund Balance June 30, 2024	<u>\$ 4,393,255</u>

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

- Increases in payroll and fringe benefit costs due to mid-year wage increases in most departments
- Increase in building revenue due to greater than anticipated building activity
- General Fund contribution toward 11 mile parking lot street lighting project moved from expenditures to transfer – no net change overall
- Increase in interest income due to better than expected investment earnings from higher interest rates
- Increase in costs from unfunded State mandates for elections

SPECIAL REVENUE FUNDS

- Increase in Act 51 street revenues due to higher than expected State distributions
- Street fund expenditures adjusted for two projects from fiscal year 2023 not included in the roll-over budget amendment earlier in the year and cost savings from less snowfall during the year
- Increase in billings to other governmental agencies for street maintenance work performed
- Adjustments to the Library Fund budget from the amendment approved by the library board

CAPITAL PROJECT FUNDS

- Adjust capital outlay for 11 mile parking lot street lighting project which was moved to a future year

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

FINANCIAL STATEMENT: The proposed budget amendment has no impact on the fund balance of General Fund while keeping the estimated fund balance at approximately 17% of annual expenditures. The amendments to all other funds keep the fund balance at targeted ranges and are done in compliance with State of Michigan requirements and guidelines.

RECOMMENDED ACTION: Approval of resolution to authorize Budget Amendment #2024-4

EXHIBITS:

1. Budget Amendments 3.31.24 CJ

City of Oak Park
Proposed Budget Amendments
March 31, 2024

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>	<u>Description</u>
<u>General Fund</u>			
101-00.000-479.000	Building Permits	\$ 199,000	Increase per activity to date and projections thru year-end
101-00.000-479.000	Electrical Permits	41,000	Increase per activity to date and projections thru year-end
101-00.000-664.000	Interest Income	127,420	Increase per activity to date
101-00.000-676.001	Reimbursement - Miscellaneous	<u>(50,000)</u>	Decrease in insurance reimbursement to date
Total Revenue Increase (Decrease)		317,420	
101-10.101-880.000	Community Promotion	(18,580)	Decrease youth assistance for FY 24 - per council
101-11.172-702.000	Salaries and Wages	27,000	Increase for mid-year wage increases and comp payouts
101-11.611-702.000	Salaries and Wages	16,000	Increase for mid-year wage increases and comp payouts
101-14.191-702.000	Salaries and Wages	12,000	Increase for mid-year wage increases and comp payouts
101-15.201-702.000	Salaries and Wages	19,000	Increase for mid-year wage increases and comp payouts
101-16.401-702.000	Salaries & Wages	7,000	Increase for mid-year wage increases and comp payouts
101-16.448-970.000	Capital Outlay	(100,000)	Move 11 mile SAD street lighting prj from capital outlay
101-17.345-702.000	Salaries and Wages	200,000	Increase for mid-year wage increases and comp payouts
101-17.345-726.000	Supplies	8,000	Increase per activity to date and projections thru year-end
101-17.345-956.000	Miscellaneous	15,000	Settlement to Erik Sanders
101-21.890.903.000	Postage	20,000	Increase per activity to date and projections thru year-end
101-21.890-999.111	Transfer Out - Library	5,000	Transfer to cover part capital outlay
101-21.890-999.813	Transfer Out - 11 Mile Parking lot lighting	100,000	11 mile SAD street lighting prj transfer out of GF
101-22.806-702.000	Salaries & Wages	<u>7,000</u>	Increase for mid-year wage increases and comp payouts
Total Expenditure Increase (Decrease)		<u>317,420</u>	
Net Increase (Decrease) to Fund Balance		\$ <u>-</u>	
<u>Library Fund</u>			
111-00.000-420.000	Del Pers Prop Tax - P/Y	\$ -	Actual collections higher than anticipated
111-00.000-546.001	State Grants- Other	\$ 17,730	Self-help Center Grant
111-00.000-675.000	Donations	2,000	Sherman Donation
111-00.000-699.101	Transfer In- General Fund	<u>5,000</u>	Library Board approved GF transfer in
Total Revenue Increase (Decrease)		24,730	
111-20.790-727.020	Supplies -Adult books	2,000	Corresponds to Sherman donation
111-20.790-970.000	Capital Outlay	20,000	Library Board approved increase Capital Outlay
111-20.790-970.000	Capital Outlay	<u>17,730</u>	Corresponds to Legal Center Grant
Total Expenditure Increase (Decrease)		<u>39,730</u>	
Net Increase (Decrease) to Fund Balance		\$ <u>(15,000)</u>	
<u>Major Streets Fund</u>			
202-00.000-546.000	State Grants	\$ 52,470	Adjust to actual receipts to date and MDOT projections
202-00.000-664.000	Interest Income	41,077	Increase per activity to date and projections thru year-end
202-00.000-674.000	Miscellaneous Fees	<u>158,610</u>	Adjust to actual receipts to date - 3rd party billings
Total Revenue Increase (Decrease)		252,157	
202-16.103-999.203	Transfer Out - Local Streets	(100,000)	Reduce to available funds in Major Streets Fund
202-18.478-726.000	Supplies	(100,000)	Mild winter, less salt purchased
202-18.478-940.000	Rentals - Motor Pool Utilization	(10,000)	Mild winter, less equipment used for plowing
202-18.479-726.000	Materials and Supplies	(34,500)	Mild winter, less salt purchased
202-18.479-970.000	Capital Outlay	<u>400,000</u>	Cloverdale Reconstruction 22/23 CIP never rolled over
Total Expenditure Increase (Decrease)		<u>155,500</u>	
Net Increase (Decrease) to Fund Balance		\$ <u>96,657</u>	

City of Oak Park
Proposed Budget Amendments
March 31, 2024

<u>Local Streets Fund</u>			
203-00.000-546.000	State Grants	\$ 21,903	Adjust to actual receipts to date and projections
203-00.000-653.000	Sidewalk Billings	(1,137)	Decrease per activity to date
203-00.000-664.000	Interest Income	51,000	Increase per activity to date
203-00.000-699.202	Transfer In - Major Streets	(100,000)	Reduce to available funds in Major Streets Fund
Total Revenue Increase (Decrease)		<u>(28,234)</u>	
203-18.478-702.000	Salaries and Wages	(31,000)	Mild winter, less DPW time plowing
203-18.478-726.000	Supplies	(40,000)	Mild winter, less salt purchased
203-18.479-970.000	Capital Outlay	550,000	Northfield Reconstruction 22/23 CIP never rolled over
Total Expenditure Increase (Decrease)		<u>479,000</u>	
Net Increase (Decrease) to Fund Balance		<u>\$ (507,234)</u>	
<u>Special Assessment District - 11 Mile Parking</u>			
813-00.000-699.101	Transfer In- General Fund	\$ 100,000	Move SAD from capital outlay in GF to transfer in fund 813
813-00.000-672.813	Special Assessment Revenue	(1,500,000)	Project moved to a future year
Total Revenue Increase (Decrease)		<u>(1,400,000)</u>	
813-18.444-970.000	Capital Outlay	(1,500,000)	Project moved to a future year
Total Expenditure Increase (Decrease)		<u>(1,500,000)</u>	
Net Increase (Decrease) to Fund Balance		<u>\$ 100,000</u>	

Resolution

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment #2024-4 is authorized:

	INCREASE (DECREASE)
GENERAL FUND	
REVENUES	
LICENSE AND PERMITS	\$ 240,000
INTEREST INCOME	127,420
OTHER REVENUE	(50,000)
TOTAL REVENUES	<u>317,420</u>
EXPENDITURES	
CITY COUNCIL	(18,580)
CITY MANAGER	27,000
COMMUNITY & ECONOMIC DEVELOPMENT	16,000
CITY CLERK - ELECTIONS	12,000
FINANCE	19,000
MUNICIPAL SERVICES	(93,000)
PUBLIC SAFETY	223,000
NON-DEPARTMENTAL	20,000
PUBLIC INFORMATION	7,000
TRANSFERS OUT	105,000
TOTAL EXPENDITURES	<u>317,420</u>
Net Increase (Decrease) to Fund Balance	<u>\$ -</u>

LIBRARY FUND	
REVENUES	
INTERGOVERNMENTAL	\$ 17,730
OTHER REVENUE	2,000
TRANSFERS IN	5,000
TOTAL REVENUES	<u>24,730</u>
EXPENDITURES	
SUPPLIES, MAINTENANCE AND REPAIRS	2,000
CAPITAL OUTLAY	37,730
TOTAL EXPENDITURES	<u>39,730</u>
Net Increase to Fund Balance	<u>\$ (15,000)</u>
	INCREASE (DECREASE)

MAJOR STREETS FUND	
REVENUES	
INTERGOVERNMENTAL	\$ 52,470
INTEREST INCOME	41,077
OTHER REVENUE	158,610
TOTAL REVENUES	<u>252,157</u>
EXPENDITURES	
MAINTENANCE	(144,500)
CAPITAL OUTLAY	400,000
TRANSFER OUT	(100,000)
TOTAL EXPENDITURES	<u>155,500</u>
Net Increase (Decrease) to Fund Balance	<u>\$ 96,657</u>

LOCAL STREETS FUND

REVENUES

INTERGOVERNMENTAL	\$ 21,903
CHARGES FOR SERVICES	(1,137)
INTEREST INCOME	51,000
TRANSFERS IN	(100,000)
TOTAL REVENUES	<u>(28,234)</u>

EXPENDITURES

SALARIES AND FRINGE BENEFITS	(31,000)
MAINTENANCE	(40,000)
CAPITAL OUTLAY	550,000
TOTAL EXPENDITURES	<u>479,000</u>

Net Increase (Decrease) to Fund Balance	<u>\$ (507,234)</u>
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INCREASE
(DECREASE)

SPECIAL ASSESSMENT DISTRICT - 11 MILE PARKING FUND
--

REVENUES

SPECIAL ASSESSMENTS	\$ (1,500,000)
TRANSFERS IN	100,000
TOTAL REVENUES	<u>(1,400,000)</u>

EXPENDITURES

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

Net Increase (Decrease) to Fund Balance	<u>\$ 100,000</u>
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is a copy of a Resolution adopted by the City Council of the City of Oak Park at a regular Meeting

T. Edwin Norris, City Clerk



CITY OF OAK PARK, MI STAFF REPORT

11.C.1

AGENDA FOR: May 6, 2024

SUBJECT: Request to approve a new Oakland County Tactical Consortium Agreement (OAK TAC) and authorize the mayor to sign the agreement on behalf of the city.

DEPARTMENT: Public Safety

FROM: Steve Cooper, Director of Public Safety

SUMMARY: OAK TAC was established to coordinate a countywide training initiative to prepare Oakland County in the event of a major incident requiring mutual aid response. Attached is the updated Oakland County Tactical Consortium (OAK TAC) Agreement that amends and replaces the Interlocal Agreement that was established in 2012 (under the Urban Cooperation Act of 1967). The new agreement cleans up existing language in the documents and adds three Trustee positions to the board, and allows the board to appoint a fiduciary, which will be Oakland County Emergency Management. Each law enforcement agency in Oakland County wishing to remain a part of OAK TAC will have to have their governing body approve the agreement.

FINANCIAL STATEMENT: Annual dues \$500

RECOMMENDED ACTION: Request to approve a new Oakland County Tactical Consortium Agreement (OAK TAC) and authorize the mayor to sign the agreement on behalf of the city.

EXHIBITS:

1. OAK-TAC Agreement_2024

OAKLAND COUNTY TACTICAL CONSORTIUM AGREEMENT

This Agreement is made and entered into by and among the undersigned entities, which are collectively referred to in this Agreement as the “Members” or individually as a “Member”.

In 2012, certain Members entered into an Interlocal Agreement Formally Establishing the Oakland County Tactical Training Consortium (OAK-TAC), and they now wish to amend and replace the existing agreement by executing this Agreement.

Members may include law enforcement agencies, other governmental entities, and non-governmental entities who share a common interest in the goals of OAK-TAC.

The purpose of this Agreement is to establish and document an organizational framework of collaboration and cooperation for OAK-TAC and its Members, who have a common interest in coordinating and standardizing training, communication, policies, and tactical response and recovery techniques.

In consideration of the mutual promises, obligations, representations, and assurances in this Agreement, the Members agree to the following:

1. **DEFINITIONS.** The following words and expressions used throughout this Agreement, whether used in the singular or plural, shall be defined, read, and interpreted as follows:
 - a. **Agreement** means the terms and conditions of this Agreement and any other mutually agreed to written and executed modification, amendment, exhibit and attachment.
 - b. **Board** means OAK-TAC’s Board of Directors.
 - c. **Claims** mean any alleged losses, claims, complaints, demands for relief or damages, lawsuits, causes of action, proceedings, judgments, deficiencies, liabilities, penalties, litigation, costs, and expenses, including, but not limited to, reimbursement for reasonable attorney fees, witness fees, court costs, investigation expenses, litigation expenses, amounts paid in settlement, and/or other amounts or liabilities of any kind which are incurred by or asserted against a Member, or for which a Member may become legally and/or contractually obligated to pay or defend against, whether direct, indirect or consequential, whether based upon any alleged violation of the federal or the state constitution, any federal or state statute, rule, regulation, or any alleged violation of federal or state common law, whether any such claims are brought in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened.
 - d. **Day** means any calendar day beginning at 12:00 a.m. and ending at 11:59 p.m.
 - e. **Fiduciary Member** means a Non-Voting or Voting Member appointed by the Board.
 - f. **Non-Voting Member** means an OAK-TAC Member that signs this Agreement and is not a law enforcement agency in Oakland County.
 - g. **Voting Member** means an OAK-TAC Member that signs this Agreement and is a law enforcement agency in Oakland County.
2. **AGREEMENT EXHIBITS.** The attached Exhibit A, Oakland County Tactical Consortium Bylaws (“Bylaws”), and any amendments thereto, are incorporated into and part of this Agreement.

3. **PURPOSE & OBJECTIVES OF OAK-TAC.** The purpose and objectives of OAK-TAC are as follows:
- a. to provide professional training and leadership to law enforcement personnel;
 - b. to establish and implement cooperative programs and activities for training and response in small squad tactics and use of weapons, such as, but not limited to, hostage situations, events requiring use of special weapons and tactics ("SWAT"), Mobile Field Force, active assailant and terrorist situations, and Homeland Security Defense;
 - c. to promote education and safety in the use of special tactics;
 - d. to establish a forum for the free exchange of ideas regarding training by various law enforcement personnel; and
 - e. to establish coordinated response and recovery protocols, policy recommendations, and training for significant events requiring a multi-agency law enforcement response, as permitted in the Mutual Aid Agreement implemented by the Oakland County Chiefs of Police organization.
4. **POWERS OF THE BOARD.** The Board of Directors shall have the power and duty to establish policies and procedures for meetings; to determine topics of training; to implement training programs; to select training instructors and personnel; to provide for equipment, protective gear and venues for training; to schedule dates and times for training; to establish criteria for those eligible for specific trainings; to establish communication protocol between multiple agencies; to resolve disputes between or among Members; and to call for investigations of incidents involving the Members. The Board shall also have any other power or duty that has not been delegated to the Members in this Agreement and in the Bylaws.
5. **NON-EXCLUSIVE TRAINING.** No Member is obligated by this Agreement to use OAK-TAC exclusively for training and is expressly allowed to train internally or participate in other training programs.
6. **FUNDING.** OAK-TAC and its Board of Directors are not legal entities, so the Board shall appoint a Fiduciary Member, according to the process herein. The Fiduciary Member shall receive any income generated by OAK-TAC through its Members' dues and training events. The Fiduciary Member shall not decide the allocation of funds. The allocation of OAK-TAC funds shall be decided by the Board.
7. **NEW MEMBERSHIP.** An entity that wishes to become a Member of OAK-TAC must make its request to the Board Secretary. Membership shall be approved upon a two-thirds (2/3) vote of the Voting Members. If approved, that entity must become a signatory and execute this Agreement within 6 months of approval by the Board to become a Member of OAK-TAC.
8. **DUES.** All Members shall be responsible for annual dues. Different rates will be set for Non-Voting and Voting Members. The rates shall be set and approved upon a two-thirds (2/3) vote of the Voting Members.
9. **COMPENSATION.** No Members, including Board Members, shall receive any compensation from OAK-TAC for the performance of their duties. However, a Member may be reimbursed for costs that Member incurred as a result of business meetings or other expenses directly related to OAK-TAC activities, if such costs are approved by the Board.
10. **MEMBER INSURANCE REQUIREMENTS.** Each Member shall have adequate insurance or self-insurance coverage to protect it from any Claims arising under or related to this Agreement and its participation in OAK-TAC.

11. **REMOVAL OF MEMBERS.** A Member may be removed upon a two-thirds (2/3) vote of the Voting-Members. The removed Member shall not receive any refund or compensation from OAK-TAC.
12. **DURATION OF AGREEMENT.**
 - a. This Agreement and any amendments hereto shall be effective when executed by the Members. Voting and Non-Voting Members that are governmental entities must also have resolutions passed by their governing bodies, and this Agreement and any amendment must be filed in accordance with MCL 124.510. The approval and terms of this Agreement and any amendments hereto shall be entered into the official minutes of each governmental entities' governing bodies.
 - b. This Agreement shall remain in effect for so long as two or more Voting Members remain and the Agreement is not terminated in accordance with Section 13.b.
13. **TERMINATION OR CANCELLATION OF AGREEMENT.**
 - a. Any Member may terminate their participation in OAK-TAC and withdraw from OAK-TAC for any reason upon a minimum of 30 Days' written notice before the effective date of termination or cancellation. The written notice must be sent to all of the Board Members, and the effective date for termination or cancellation shall be clearly stated in the notice. The terminating Member shall not receive any refund or compensation from OAK-TAC.
 - b. This Agreement shall be terminated upon a unanimous vote of all Voting Members.
14. **ASSETS UPON TERMINATION.** Upon termination of this Agreement, any expenses or outstanding liabilities shall be paid with OAK-TAC's funds. Any remaining funds shall be distributed to the existing Members on an equitable basis, as determined by the Board.
15. **AGREEMENT MODIFICATION OR AMENDMENT.** Any modifications, amendments, restatements of this Agreement, rescissions, waivers, or releases to this Agreement must be in writing and agreed to by all Members. Unless otherwise agreed, the modification, amendment, reinstatement, rescission, waiver, or release shall be signed by the same persons who signed the Agreement or other persons authorized by law. Notwithstanding the language herein, an amendment to add an additional member pursuant to Section 7 shall only require the additional member to become a signatory to this Agreement and they must forward their signature page to the Board.
16. **NO EMPLOYER-EMPLOYEE RELATIONSHIP.** This Agreement does not establish an employer-employee relationship between the Members (including the Board). No liability, right, or benefit associated with any employer-employee relationship shall be implied by the terms of this Agreement or the services or training performed pursuant to this Agreement.
17. **LIABILITY FOR MEMBER EMPLOYEES.** Each Member shall be responsible and liable for any disability and workers' compensation benefits, including derivative benefits, dependent benefits or other benefits related to disability and workers' compensation benefits, for its own employees.
18. **COMPLIANCE WITH LAWS.** Each Member shall comply with all federal, state, and local statutes, ordinances, regulations, administrative rules, and requirements applicable to its activities performed under this Agreement.
19. **PERMITS AND LICENSES.** Each Member shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations for its employees and/or agents necessary to perform all of its obligations under this

Agreement. Upon request by the Board, a Member shall furnish copies of any permit, license, certificate, or governmental authorization to the Board.

20. **ASSURANCES.**

- a. **Responsibility for Claims.** Each Member shall be responsible for any Claims made against that Member by a third party, and for its own acts and the acts of its employees, agents, and subcontractors arising under or related to this Agreement.
- b. **Responsibility for Attorney Fees and Costs.** In any Claim that may arise from the performance of this Agreement, each Member shall seek its own legal representation and bear the costs associated with such representation, including judgments and attorney fees.
- c. **No Indemnification.** No Member shall have any right under this Agreement or under any other legal principle to be indemnified or reimbursed by any other Member or any of its agents in connection with any Claim.
- d. **Authorization and Completion of Agreement.** The Members have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The persons signing this Agreement on behalf of each Member have legal authority to sign this Agreement and bind the Members to the terms and conditions contained herein.

21. **DISCRIMINATION.** Members shall not discriminate against an employee or an applicant for employment in hiring, any terms and conditions of employment or matters related to employment regardless of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, genetic information, height, weight, disability, veteran status, familial status, marital status or any other reason, that is unrelated to the person's ability to perform the duties of a particular job or position, in accordance with applicable federal and state laws.
22. **DELEGATION OR ASSIGNMENT.** No Member shall delegate or assign any obligations or rights under this Agreement without the prior written consent of the other Members.
23. **RESERVATION OF RIGHTS.** This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Members. Nothing in this Agreement shall be construed as a waiver of governmental immunity for any Member.
24. **NO THIRD-PARTY BENEFICIARIES.** Except as provided for the benefit of the Members, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right in favor of any other person or entity.
25. **NO IMPLIED WAIVER.** Absent a written waiver, no act, failure, or delay by a Member to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by any Member shall subsequently affect its right to require strict performance of this Agreement.
26. **SEVERABILITY.** If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.

27. **CAPTIONS.** The section and subsection numbers, captions, and any index to such sections and subsections contained in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers, captions, and indexes shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural, any reference to gender, and any use of the nominative, objective or possessive case in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.
28. **NOTICE.** Any written notice required or permitted under this Agreement shall be considered delivered to a Member as of the date that such notice is deposited, with sufficient postage, with the U.S. Postal Service, or the next business day with a written response or receipt of confirmation, if sent by e-mail. Each Member is responsible for ensuring the Board has its updated physical and e-mail addresses for notice under this Agreement. The Board will maintain this list and provide it to a Member upon request.
29. **GOVERNING LAW/CONSENT TO JURISDICTION AND VENUE.** This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any Claim arising under or related to this Agreement shall be brought in the 6th Judicial Circuit Court of the State of Michigan, the 50th District Court of the State of Michigan, or the United States District Court for the Eastern District of Michigan, Southern Division, as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above.
30. **SURVIVAL OF TERMS.** The Members understand and agree that all terms and conditions of this Agreement that require continued performance, compliance, or effect beyond the termination date of the Agreement shall survive such termination date and shall be enforceable in the event of a failure to perform or comply.
31. **COUNTERPARTS & ELECTRONIC SIGNATURE.** This Agreement, including any amendments, may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document. In making proof of this Agreement, and any amendments, it shall not be necessary to produce or account for more than one such counterpart executed by the Member against whom enforcement of this Agreement is sought. Signature to this Agreement transmitted by facsimile transmission, by electronic mail in portable format (".pdf") form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same force and effect as physical execution and delivery of the paper document bearing the original signature.
32. **ENTIRE AGREEMENT.** This Agreement represents the entire agreement and understanding between the Members, and supersedes all other prior oral or written understandings, communications, agreements, or contracts between the Members. The language of this Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any Member.

IN WITNESS WHEREOF, David Woodward, Chairperson, Oakland County Board of Commissioners, hereby acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners to execute this Agreement on behalf of Oakland County, and hereby accepts and binds Oakland County to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
David Woodward, Chairperson
Oakland County Board of Commissioners

WITNESSED: _____ DATE: _____
Oakland County Board of Commissioners
County of Oakland

OAKLAND COUNTY SHERIFF’S OFFICE

BY: _____
Michael Bouchard
Title: Sheriff
Date: _____

IN WITNESS WHEREOF, Marian McClellan, Mayor of Oak Park hereby acknowledges that he/she has been authorized by a resolution of the Oak Park City Council, a certified copy of which is attached, to execute this agreement on behalf of the Public Body and hereby accepts and binds Public Body to terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
Marian McClellan, Mayor

WITNESSED: _____ DATE: _____
Ed Norris, City Clerk

CITY OF OAK PARK

BY: _____
Print Name: _____
Title: _____
Date: _____



CITY OF OAK PARK, MI STAFF REPORT

11.C.2

AGENDA FOR: May 6, 2024

SUBJECT: Request to approve Traffic Control Order 160 Sec 1.34 prohibiting parking on the west side of Sherman from Breckenridge south to the alley just prior to Nine Mile Rd/Pocket Park.

DEPARTMENT: Public Safety

FROM: Steve Cooper, Director of Public Safety

SUMMARY: City Engineer, Kara Grisamer reported the narrow width of Sherman Street, from Breckenridge south to the alleyway just before you reach Nine Mile Road. With vehicles parked on both sides of the street, the concern becomes the turning radius off Breckenridge, with large vehicles being able to negotiate the turn when accessing Sherman. Specifically, large vehicles such as fire trucks.

Engineer Grisamer contacted the Traffic Improvement Association (TIA) who conducted a study and determined the street measures 25 feet in width and currently allows parking on both sides of the street, which takes up to 8 feet of the width on both sides. This leaves only 9 feet of width for larger vehicles, including emergency response vehicles. The typical width for emergency response and fire trucks is 15 feet. With the current parking situation as it currently stands, the width is not sufficient to provide unencumbered access to this street for large vehicles.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Approve Traffic Control Order 160 Sec 1.34 prohibiting parking on the west side of Sherman from Breckenridge south to the alley just prior to Nine Mile Rd/Pocket Park.

EXHIBITS:

1. TIA



TRANSPORTATION IMPROVEMENT ASSOCIATION

100 E. Big Beaver Rd., Suite 910, Troy, Michigan 48083

Office (248) 334-4971 • Fax (248) 475-3434

www.tiasafety.us

BOARD OF DIRECTORS

EXECUTIVE COMMITTEE

Chairman

DENNIS G. KOLAR, P.E.

Managing Director

Road Commission for Oakland County

Secretary

JENNIFER L. WHITTEAKER

Regional Manager

Corporate & Government Affairs

DTE Energy Company

Treasurer

MARTIN J. OLEJNIK, CPA

Partner

Plante Moran

DON BROWN

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Board of Commissioners

Macomb County

NANCY M.D. FAUGHT, P.E.

Executive Vice President

Hubbell, Roth & Clark, Inc.

RON FOWKES

Commissioner (Ret.)

Road Commission for Oakland County

J. DAVID VANDERVEEN

Vice Chairman

Oakland County Parks Commission

Member

Oakland County Airport Committee

CHIEF EXECUTIVE OFFICER

JIM SANTILLI

TRUSTEES

BRADLEY C. WIEFERICH, P.E.

Director

Michigan Department of Transportation

MICHAEL J. BOUCHARD

Sheriff

Oakland County

DAVID COULTER

County Executive

Oakland County

COL. JAMES F. GRADY II

Director

Michigan State Police

RAPHAEL WASHINGTON

Sheriff

Wayne County

ANTHONY M. WICKERSHAM

Sheriff

Macomb County

April 22, 2024

Kara Grisamer, P.E., City Engineer

Technical and Planning Services

City of Oak Park

14300 Oak Park Boulevard

Oak Park, Michigan 48237

RE: Sherman St, 9 Mile Rd to Breckenridge St, Parking Study

Dear Ms. Grisamer:

TIA made a site visit to Sherman Street on Thursday, April 18, 2024, to make site observations and measurement of the road width. With the street measuring 25-feet, and parking allowed on both sides assumed to occupy up to 8-feet of the width on both sides, leaves only 9-feet of the width for a larger vehicle. While there is no official resource document to reference on this subject matter, the typical width reserved for larger vehicles, including emergency response and fire trucks is 15-feet.

From the Michigan Vehicle Code (MVC), Act 300 of 1949, Section 257.674 Prohibited parking; exceptions; bus loading zone; violation as civil infraction.

Parking within 20 feet of a crosswalk, or if there is not a crosswalk, then within 15 feet of the intersection of property lines at an intersection of highways, and within 30 feet of the approach to a flashing beacon, stop sign, or traffic-control signal located at the side of a highway, is prohibited.

The above prohibitions are likely not sufficient to provide unencumbered access to this street for larger vehicles.

TIA's recommendation is for the prohibition of parking on the west side of Sherman Street, from Breckenridge, south to its end at the alley behind the commercial buildings at Nine Mile Road.

Sincerely,

Chuck Keller, P.E.

Director of Engineering

Chief Traffic Engineer

Attachments

C: Monica Yesh, TIA



CITY OF OAK PARK, MI STAFF REPORT

11.D.1

AGENDA FOR: May 6, 2024

SUBJECT: Payment request and Change Order No. 1 from Neumann Smith Architecture for Architectural Services on the Event Hub and Municipal Services Move.

DEPARTMENT: Department of Public Works

FROM: Dave DeCoster, DPW Director

SUMMARY: Attached is an invoice and Change Order No. 1 from Neumann Smith Architecture for the Event Hub and Municipal Services Move. We are currently wrapping up the schematic design phase on both of these projects.

FINANCIAL STATEMENT: See below for a breakdown of costs per project:

<u>Project / Description</u>	<u>This Period</u>	<u>Prior Billings</u>	<u>Contract Remaining</u>	<u>Current Contract</u>	<u>Account Number</u>
Event Hub	\$31,322.50	\$20,877.50	\$295,800.00	\$348,000.00	407-18.444-970
Municipal Services	\$3,712.50	\$742.50	\$45,070.00	\$49,525.00	101-16-401-970
Project Reimbursables	\$190.73	\$0.00	\$2,309.27	\$2,500.00	407-18.444-970
Totals:	\$35,225.73	\$21,620.00	\$343,179.27	\$400.025.00	

RECOMMENDED ACTION: It is recommended that the attached invoice from Neumann Smith Architecture for the Event Hub and Municipal Services Move be approved for the total amount of \$35,225.73. It is further recommended to approve Change Order No. 1 for \$2,500.00. This Change Order amount was part of the original contract with Neumann Smith however it was not included in the award of the project. Funding is available in the Parks and Recreation Improvement and General Funds.

EXHIBITS:

1. NS Invoice 2_1214904



400 Galleria Officentre
 Suite 555
 Southfield, MI 48034
 248-352-8310

City of Oak Park
 14000 Oak Park Blvd
 Oak Park, MI 48237

Invoice number 1214904
 Date 05/01/2024
 Project 2023087 Oak Park Event Hub/Community Center

Services Rendered Through 04/24/2024

Description	Fee	% Complete	Prior Invoiced	Current Fee
Oak Park Event Hub				
Schematic Design	52,200.00	100.00	20,877.50	31,322.50
Design Development	69,600.00	0.00	0.00	0.00
Construction Documents	139,200.00	0.00	0.00	0.00
Bidding	8,700.00	0.00	0.00	0.00
Construction Administration	69,600.00	0.00	0.00	0.00
Closeout	8,700.00	0.00	0.00	0.00
Subtotal	348,000.00	15.00	20,877.50	31,322.50
Oak Park Municipal Offices				
Schematic Design	7,425.00	60.00	742.50	3,712.50
Design Development	9,900.00	0.00	0.00	0.00
Construction Documents	19,800.00	0.00	0.00	0.00
Bidding	1,250.00	0.00	0.00	0.00
Construction Administration	9,900.00	0.00	0.00	0.00
Closeout	1,250.00	0.00	0.00	0.00
Subtotal	49,525.00	9.00	742.50	3,712.50
Reimbursables	2,500.00	7.63	0.00	190.73
Total	400,025.00	14.21	21,620.00	35,225.73

Invoice total 35,225.73

Grissim Metz Andriese Associates, P.C.
15000 Edward N. Hines Drive
Suite A
Plymouth, MI 48170
248.347.7010

April 08, 2024
Invoice No: 11312

Accounts Payable
Neumann Smith Architecture
400 Galleria
Suite 555
Southfield, MI 48034

BACKUP DOCUMENT
do not process

Project N10-241.001 Oak Park Event Hub
Landscape Architectural Services for the Period: February 01, 2024 to March 31, 2024

Phase	Phase Fee	% Complete	Fee Earned	Prior Billing	Current Fee
Schematic Design	15,000.00	100.00	15,000.00	0.00	15,000.00
Design Development	22,500.00	0.00	0.00	0.00	0.00
Construction Documents	30,000.00	0.00	0.00	0.00	0.00
Bidding & Construction	7,500.00	0.00	0.00	0.00	0.00
Total Fee	75,000.00		15,000.00	0.00	15,000.00
Total Fee					15,000.00
Reimbursable Expenses					
Reproductions				161.25	
Mileage				29.48	
Total Reimbursables				190.73	190.73
Total Invoice Amount					\$15,190.73

Project	N10-241.001	Oak Park Event Hub
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Reimbursable Expenses

Reproductions			
UN	000000000065	3/14/2024	/ 6.0 Sf. @ 0.50 3.00
UN	000000000065	3/18/2024	/ 1.0 8-1/2 x 11 @ 0.75 .75
UN	000000000065	3/18/2024	/ 1.0 8-1/2 x 11 @ 0.75 .75
UN	000000000065	3/18/2024	/ 1.0 8-1/2 x 11 @ 0.75 .75
UN	000000000065	3/18/2024	/ 1.0 8-1/2 x 11 @ 0.75 .75
UN	000000000065	3/18/2024	/ 1.0 8-1/2 x 11 @ 0.75 .75
UN	000000000065	3/18/2024	/ 1.0 8-1/2 x 11 @ 0.75 .75
UN	000000000065	3/18/2024	/ 1.0 8-1/2 x 11 @ 0.75 .75
UN	000000000065	3/18/2024	/ 27.0 8-1/2 x 11 @ 0.75 20.25
UN	000000000065	3/18/2024	/ 6.0 Sf. @ 0.50 3.00
UN	000000000065	3/18/2024	/ 1.0 11 x 17 Co @ 1.25 1.25
UN	000000000065	3/18/2024	/ 1.0 11 x 17 Co @ 1.25 1.25
UN	000000000065	3/21/2024	/ 22.0 11 x 17 @ 1.25 27.50
UN	000000000065	3/21/2024	/ 22.0 11 x 17 @ 1.25 27.50
UN	000000000065	3/21/2024	/ 1.0 11 x 17 Co @ 1.25 1.25
UN	000000000065	3/21/2024	/ 5.0 11 x 17 @ 1.25 6.25
UN	000000000065	3/21/2024	/ 10.0 11 x 17 @ 1.25 12.50
UN	000000000065	3/21/2024	/ 10.0 11 x 17 @ 1.25 12.50
UN	000000000065	3/21/2024	/ 7.0 Sf. @ 0.50 3.50
UN	000000000065	3/21/2024	/ 6.0 Sf. @ 0.50 3.00
UN	000000000065	3/21/2024	/ 6.0 Sf. @ 0.50 3.00
UN	000000000065	3/21/2024	/ 6.0 Sf. @ 0.50 3.00
UN	000000000065	3/21/2024	/ 6.0 Sf. @ 0.50 3.00
UN	000000000065	3/25/2024	/ 6.0 Sf. @ 0.50 3.00
UN	000000000065	3/25/2024	/ 1.0 11 x 17 Co @ 1.25 1.25
UN	000000000065	3/25/2024	/ 1.0 11 x 17 Co @ 1.25 1.25
UN	000000000065	3/25/2024	/ 1.0 11 x 17 Co @ 1.25 1.25
UN	000000000065	3/25/2024	/ 11.0 11 x 17 @ 1.25 13.75
UN	000000000065	3/26/2024	/ 1.0 11 x 17 Co @ 1.25 1.25
UN	000000000065	3/28/2024	/ 1.0 11 x 17 Co @ 1.25 1.25
UN	000000000065	3/28/2024	/ 1.0 11 x 17 Co @ 1.25 1.25

Mileage			
EX	000000001796	2/27/2024	Bouchard, Bradley / SD Meeting #1 29.48

Total Reimbursables	190.73	190.73
Project Total		\$190.73
Total this Report		\$190.73



CITY OF OAK PARK, MI STAFF REPORT

11.E.1

AGENDA FOR: May 6, 2024

SUBJECT: Swimming Pool Use Agreement between the City of Oak Park and the City of Southfield

DEPARTMENT: Recreation

FROM: Laurie Stasiak, Recreation Director

SUMMARY: The City of Southfield closed their outdoor municipal swimming pool permanently a couple of years ago. This agreement would be our third year of allowing Southfield residents to use The City of Oak Park's Pool at the resident rate with proof of Southfield residency. The Oak Park's pool staff will create a tabulation for their swimmers to maintain an accurate count for each of our swim sessions. The City of Southfield will provide payment to the City of Oak Park for the difference per swimmer between the resident rate and the non – resident rate.

FINANCIAL STATEMENT:

RECOMMENDED ACTION: Request that City Council approve this agreement between The City of Oak Park and The City of Southfield. This agreement has been reviewed and approved by our city attorney.

EXHIBITS:

1. Oak Park - Southfield Pool Agreement -2024 Season

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

This Swimming Pool Use Agreement ("Agreement") is made and entered into as of the ____ day of ____, 2024, by and between the City of Oak Park, a Michigan municipal corporation ("Oak Park"), and the City of Southfield, a Michigan municipal corporation ("Southfield "), for the use of the Oak Park Municipal Swimming Pool, located at 14300 Oak Park Blvd, Oak Park, MI 48237 (the "Pool").

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

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

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

1. Use. Oak Park agrees to allow Southfield residents to use the Pool during the Term of this Agreement on the dates and times, and based on the rates as set forth herein (which may change from time to time at the discretion of Oak Park). Southfield expressly acknowledges and agrees that Oak Park reserves the right to close the Pool at any time, without notice to Southfield, for maintenance, cleaning, or staffing issues. Nothing in this Agreement shall be construed as a guarantee that Southfield residents will have access to the Pool at any time should any of these issues arise.

A.) Southfield Residents shall have access to the Pool during its normal operating hours and shall pay the Oak Park pool use fee paid by Oak Park Residents ("the Resident Rate") with proof of Southfield residency.

B.) The Resident Rate will be charged for Open Swim (Daily and Season Passes), Lap Swim, Water Aerobics, and Male-Only/Female-Only Swim sessions. Oak Park's Recreation Department will create a tabulation option in the registration software to maintain accurate counts of each activity for Southfield Residents.

C.) Oak Park will also rent the Pool to the Southfield Parks & Recreation Department at the rate established in this Agreement on Saturdays and Sundays during the Term of the Agreement and designated as "Southfield Days."

D.) Oak Park will rent the Pool to the Southfield Summer Day Camps from 11:00-1:00 pm on the listed Fridays during the summer: 6/21/24, 6/28/24, 7/12/24, 7/19/24, 7/26/24, 8/2/24 and 8/9/24.

2. **Term.** Subject to the terms and conditions of this Agreement, the use granted in Section 1 above shall commence on **May 25, 2024** ("Commencement Date"), and shall expire on **September 7, 2024** (the "Termination Date"). Both Oak Park and Southfield agree that each Party has the unrestricted right to terminate, revoke or otherwise cancel this Agreement upon thirty (30) days prior written notice of such intent.

3. **Fees.** Southfield shall remit payment to Oak Park for the Term of the Agreement as follows:

A.) Southfield Residents shall pay the Resident Rate for use of the Pool from **May 25, 2024 to September 7, 2024**, and Southfield shall pay Oak Park the difference per swimmer between the Resident Rate and the Non-Resident Rate.

B.) The Southfield Parks & Recreation Department is permitted to rent the facility up to six (6) times at the rate charged for a full-pool rental (\$310.00 per 2-hour session) during the Term of this Agreement. The full-pool rental will be for Southfield Residents only to use the Pool free-of-charge as designated in Section 1 as "Southfield Days".

C.) Southfield shall remit payment of the rental fees within thirty (30) days of the date of each invoice to the following address:

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

D.) The Southfield Parks & Recreation Department is permitted to rent the facility from 11:00-1:00 pm on the listed Fridays: 6/21/24, 6/28/24, 7/12/24, 7/19/24, 7/26/24, 8/2/24 and 8/9/24. The rate charged for the full-pool rental will be (\$310.00 per 2-hour session) for Southfield Summer Day Camps during the Term of this Agreement.

4. **No Third-Party Beneficiaries.** Except as provided for the benefit of the Parties, this Agreement does not, and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right in favor of any other person or entity.

5. **Applicable Law.** This Agreement shall be governed by the laws of the State of Michigan, and any questions arising hereunder shall be construed and determined according to such laws.

6. **Entire Agreement.** This Agreement is the entire agreement between the Parties hereto with respect to the subject matter hereof and supersedes all prior agreements between the Parties with respect to the matter contained in this Agreement. Any waiver, modification, consent, or acquiescence with respect to any provision of the Agreement shall be set forth in writing and duly

executed by both Parties. No waiver by any Party or any breach hereunder shall be deemed a waiver of any other subsequent breach.

7. **Assignment.** The City of Southfield shall have no right to assign, sublicense or otherwise transfer its rights hereunder.

8. **Notices.** All notices that may be or are required to be given by either party to the other hereunder shall be in writing. All notices hereunder shall be sufficiently given, made or delivered if served personally or by certified or registered mail, postage prepaid, addressed as follows:

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

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

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

9. **Signs.** Southfield may not place any temporary signs upon the Pool property without the prior and express written approval of Oak Park.

10. **Non-Exclusive:** This Agreement is not exclusive, and Oak Park reserves the right to use or permit others to use any part of the Pool for any purpose as long as such use does not unreasonably interfere with any of the uses agreed upon in this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year first above written.

CITY OF OAK PARK:
Michigan Municipal Corporation

By: _____

Its: _____

By: _____

Its: _____

CITY OF SOUTHFIELD:
A Michigan Municipal Corporation:

By: _____

Its: _____

By: _____

Its: _____



CITY OF OAK PARK, MI STAFF REPORT

11.F.1

AGENDA FOR: May 6, 2024

SUBJECT: Request to appoint Sophy Wujcik to the Corridor Improvement Authority for a term ending August 31, 2027.

DEPARTMENT: City Clerk

FROM: Ed Norris, City Clerk

SUMMARY: Sophy Wujcik, owner of Get Framed Detroit, has been identified as an eligible candidate for the Oak Park Corridor Improvement Authority and is interested in being appointed by the Mayor. This appointment must be confirmed by the City Council.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Approve the appointment.

EXHIBITS:

None



CITY OF OAK PARK, MI STAFF REPORT

11.F.2

AGENDA FOR: May 6, 2024

SUBJECT: Request to appoint John Stuyvenberg to the Parks and Recreation Commission for a term ending August 31, 2027

DEPARTMENT: City Clerk

FROM: Ed Norris, City Clerk

SUMMARY: A vacancy was created on the Parks and Recreation Commission due to a recent member's resignation. Mr. Stuyvenberg was interviewed by city council in February and was not appointed because there were no vacancies at the time. He is still interested in becoming a member of the commission, which was his first choice.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Approve the appointment.

EXHIBITS:

None



CITY OF OAK PARK, MI STAFF REPORT

11.G.1

AGENDA FOR: May 6, 2024

SUBJECT: Change Order No. 1 and budget amendment from Blue Star Demolition, of Warren, MI for environmental testing and abatement services at 21950 Eastwood in the amount of \$6,307.

DEPARTMENT: Municipal Services

FROM: Dan Fairless, Deputy Director of Municipal Services

SUMMARY: Attached is Change Order No. 1 for the environmental testing and abatement services with regard the demolition of 21950 Eastwood. At the April 15, 2024 City Council meeting, the demolition contract was awarded to Blue Star Demolition, of Warren, MI in the amount of \$16,200. Since then, it has been determined that environmental testing and abatement would be required. The environmental testing is an additional charge of \$1,650 and the abatement charge is an additional \$4,657 for a total of \$6,307. This brings the total contract to Blue Star Demolition to \$22,507. Due to the increased cost, a budget amendment will be needed in the amount of the \$6,307.

FINANCIAL STATEMENT: While funding is available in the Contractual Services-Board ups account (101-16.371-818.017) for the original contract, it does not cover the change order cost of this project. A budget amendment total of \$6,307 is being requested to cover the unbudgeted portion of the funding needed to complete the demolition. All costs incurred by the city will be assessed to the property.

RECOMMENDED ACTION: It is recommended City Council approve the Change Order No. 1 for the demolition of 21950 Eastwood to Blue Star Demolition of Warren, MI, for a total amount of \$6,307. It is further recommended that a budget amendment of \$6,307 be approved in the Contractual Services-Board ups account (101-16.371-818.017) to cover these costs.

EXHIBITS:

1. Environmental Testing Quote
2. Environmental Abatement Quote



BLUE STAR, INC.

21950 Hoover - Warren, MI 48089
(586) 427-9933 - Fax: (586) 427-9934

CHANGE ORDER REQUEST

City of Oak Park
14300 Oak Park Blvd.
Oak Park, MI 48237

REQUEST NO: 24-169-01
DATE: 4/17/2024
JOB NO: 24-169

Attn:
Email: dfairless@oakparkmi.gov
No hard copy mailed unless requested.

Project: 21950 Eastwood
Oak Park

WE HAVE BEEN REQUESTED TO MAKE THE FOLLOWING CHANGES FROM THE ORIGINAL CONTRACT: (General Conditions and Specifications of Original Contract govern unless otherwise mentioned)

RE: CHANGE TO ORIGINAL CONTRACT
Asbestos Survey

TOTAL PRICE FOR THE ABOVE WORK: \$ 1,650.00

The above constitutes a change in our original contract. Please expedite your necessary documents to facilitate invoicing.

THANK YOU,
Scott Moritz
Project manager

ACCEPTED BY: _____ DATE: _____
(Signature & Title)



BLUE STAR, INC.

21950 Hoover - Warren, MI 48089
(586) 427-9933 - Fax: (586) 427-9934

CHANGE ORDER REQUEST

City of Oak Park
14300 Oak Park Blvd.
Oak Park, MI 48237

REQUEST NO: 24-169-02
DATE: 5/1/2024
JOB NO: 24-169

Attn: Dan
Email: dfairless@oakparkmi.gov
No hard copy mailed unless requested.

Project: 21950 Eastwood
Oak Park

WE HAVE BEEN REQUESTED TO MAKE THE FOLLOWING CHANGES FROM THE ORIGINAL CONTRACT: (General Conditions and Specifications of Original Contract govern unless otherwise mentioned)

RE: CHANGE TO ORIGINAL CONTRACT

Removal of Hazards materials in garage (Listed in survey)
Perform Demolition as Ordered Demolition

* Due to the fire damage debris filling the structure floor covering are inaccessible and considered to contain asbestos.
Drywall system is in poor condition due to fire and has contaminated debris that fills 90% of the structure
*Due to these unsafe conditions and excessive contaminated debris this property should be treated as acm containing as no acm can be safely removed

TOTAL PRICE FOR THE ABOVE WORK: \$ 4,657.00

The above constitutes a change in our original contract. Please expedite your necessary documents to facilitate invoicing.

THANK YOU,
Scott Moritz
Project Manager

ACCEPTED BY: _____ DATE: _____
(Signature & Title)