



**MINUTES
SPECIAL CITY COUNCIL MEETING
40TH CITY COUNCIL
OAK PARK, MICHIGAN
FEBRUARY 3, 2025
5:30 PM**

1. CALL TO ORDER

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

2. ROLL CALL

PRESENT: Mayor McClellan, Council Member Radner, Council Member Whitehead, Council Member Crawford

ABSENT: Council Member Edgar

OTHERS

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

3. SPECIAL BUSINESS

A. Discuss penalty on outstanding SAD billing

Council discussed the 5% penalty for unpaid water bills and the compounding amount that occurs prior to an unpaid bill that gets rolled to taxes. Council Member Radner expressed his concern about the amount being too high for residents when the penalty is added each month. City Attorney Krause explained that the penalty is lawful and necessary to deter non-payment.

B. Presentation of the City Wide Landscaping Design by Spalding DeDecker.

Representatives from Spalding DeDecker were present to present landscape designs for 6 specific areas throughout the city. A copy of the design presentation is on file with the City Clerk. There was a consensus to proceed with cost estimates to determine the possibility of implementation.

C. Discuss 2025-26 Budget Calendar

Finance Director Crawford presented the proposed Fiscal Year 2025-26 Budget Calendar and asked the Council their preference for holding the departmental budget review sessions. There was consensus that holding them on one day would be preferable.

Motion by Whitehead, seconded by Crawford, CARRIED, to hold the city council budget review sessions on Friday, May 2, 2025 beginning at 8:30 a.m.

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

Motion by Whitehead, seconded by Crawford, CARRIED, to approve the following proposed 2025-26 Budget Calendar:

**City of Oak Park
Budget Calendar
Fiscal Year 2025-26**

Internal	Date
Finance compiles departmental salary and fringe benefits summaries	2/10-02/21/25
Finance enters initial three year budget estimates in BSA	2/10-02/21/25
Department summary capital needs meeting with Finance and City Manager	2/17-02/21/25
Department summary capital needs due to Finance	2/24/2025
Departmental three year budget projects available in BSA for review	3/10/2025
Department meetings with Finance and City Manager	03/24-03/28/25
Presentation of capital plan to Planning commission	4/14/2025
Draft City Manager budget complete	4/16/2025
 Public	
City Manager gives Council budget update	04/28-05/02/25
City Council budget review session	5/2/25
City Council budget review session (if needed) / public hearing request	5/5/2025
Budget public hearing notice published	5/7/2025
Budget public hearing	5/19/2025
Final budget, fee schedule and millage rate adoption	5/19/2025

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

D. Discuss financing option for the 11 Mile parking lot SAD

The City has been working with the property owners on 11 Mile Road to design and rebuild the municipal parking lots. With funding in place from grants, CIA and an estimated SAD of \$282,000 which will be special assessed to the property owners adjacent to the lots. The city is ready to bid the project and is requesting City Council consider the City Manager's recommended terms of financing to be 10 years at a rate of 2% interest.

Motion by Radner, seconded by Whitehead, CARRIED, to approve the city manager's recommendation to offer the special assessment financing option of 10 years at a rate of 2% for the 11-mile parking lot project.

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

4. CALL TO THE AUDIENCE

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

5. ADJOURNMENT

There being no further business to come before the City Council, Mayor McClellan adjourned the special meeting at 6:47 p.m.

T. Edwin Norris, City Clerk