



**MINUTES
REGULAR CITY COUNCIL MEETING
40TH CITY COUNCIL
OAK PARK, MICHIGAN
MARCH 3, 2025
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, Council Member Whitehead, Council Member Crawford

ABSENT: Council Member Radner

OTHERS

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

4. APPROVAL OF AGENDA

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

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

5. CONSENT AGENDA

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

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

- A. Regular City Council Meeting Minutes for February 17, 2025
CM-03-57-2025
- B. Special City Council Meeting Minutes for February 17, 2025
CM-03-58-2025
- C. Payment of invoices from OHM Advisors for Engineering Consulting Services for the total amount of \$398.75.
CM-03-59-2025
- D. Proclamation to proclaim Friday, April 25, 2025 as Arbor Day in the City of Oak Park.
CM-03-60-2025

- E. 2nd Quarter FY 2024-25 Investment Report
CM-03-61-2025
- F. Budget to Actual Report for period ending 12-31-24
CM-03-62-2025
- G. New and Renewal Licenses for March 3, 2025
CM-03-63-2025

6. RECOGNITION OF VISITING ELECTED OFFICIALS

There were no elected officials present who wished to speak.

7. SPECIAL LICENSES

- A. Request for a Special Event License submitted by the Oak Park Corridor Improvement Authority, for the Family Fun Fest event to be held on June 7, 2025, from 1:00 p.m. - 4:00 p.m.
CM-03-64-2025

Motion by Edgar, seconded by Crawford, CARRIED, to approve the following special event request subject to all departmental approvals:

NAME	EVENT	FEE
Corridor Improvement Authority	Family Fun Fest June 7, 1:00 p.m. - 4:00 p.m.	App fee waived.

Voice Vote: YES: McClellan, Edgar, Whitehead, Crawford
 NO: None
 ABSENT: Radner

8. BIDS

- A. Request to award the bid for the 2025 Water Main Replacement Project, M-769 to Eminent Excavating Local LLC of Dearborn, MI for the total amount of \$1,149,431.00
CM-03-65-2025

Motion by Edgar, seconded by Crawford, CARRIED, to award the bid for the 2025 Water Main Replacement Project, M-769 to Eminent Excavating Local LLC of Dearborn, MI for the total amount of \$1,149,431.00.

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

At the January 6, 2025, regular meeting of the Oak Park City Council, the request to bid the 2025 Water Main Replacement Project, M-769, was approved. The project was advertised and one hundred thirty-two (132) contractors viewed the documents. On January 27, 2025, eleven (11) bids were received and opened. The low bidder, Eminent Excavating Local LLC of Dearborn, MI, submitted a bid of \$1,149,431.00 for the water main project. This project will replace the water mains in specific areas of the city. Contractor references were checked with very good feedback.

9. CITY MANAGER

A. Administration

1. City Council Member appointments to Boards and Commissions
CM-03-66-2025

Motion by Whitehead, seconded by Crawford, CARRIED, to make the following City Council Member appointments to Boards and Commissions:

Shaun Whitehead	Planning Commission
Solomon Radner	Library board

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

B. Municipal Services

1. Resolution approving Michigan Department of Transportation (MDOT) Contract 24-5593 for the Nine Mile Rehabilitation Project, M-771, Cloverlawn to Greenfield.
CM-03-67-2025

Motion by Whitehead, seconded by Edgar, CARRIED, to adopt the following resolution approving Michigan Department of Transportation (MDOT) Contract 24-5593 for the Nine Mile Rehabilitation Project, M-771, Cloverlawn to Greenfield:

CITY OF OAK PARK RESOLUTION TO AUTHORIZE MICHIGAN DEPARTMENT OF TRANSPORTATION CONTRACT NO. 24-5593

Be it resolved that CONTRACT No. 24-5593, Control Section STU 63000, Job Number 215126CON, by and between the Michigan Department of Transportation and the City of Oak Park is hereby accepted and Mayor Marian McClellan and City Manager Erik Tungate are authorized to sign the contract on behalf of the city.

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

City Engineer Grisamer summarized the proposed contract with MDOT for the Nine Mile Rehabilitation Project, M-771, from Cloverlawn to Greenfield Road. This project will be publicly bid and administered through the MDOT bidding process. The city was awarded \$766,512.00 in federal aid money for this project through our local and regional Federal Aid Committees. We were also awarded a state Legislative Earmark Grant through Senator McMorro's office in the amount of \$900,000.00 for this project. Based on the engineer's estimate, this project is currently estimated at \$1,665,600. Additional costs associated with Construction Engineering for the project will be brought before the City Council at a later date. The project will be let on March 7, 2025, at which time we will know the exact amount of the City's responsibility.

2. Approval of Change Order No. 1 for the 2025 Sewer Lining Project, M-777 in the amount of \$107,912.00
CM-03-68-2025

Motion by Crawford, seconded by Whitehead, CARRIED, to approve Change Order No. 1 for the 2025 Sewer Lining Project, M-777 in the amount of \$107,912.00.

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

City Engineer Grisamer summarized proposed Change Order No. 1 for the 2025 Sewer Lining Project, M-777 by D.V.M. Utilities, Inc of Sterling Heights, MI. This project includes sewer lining work throughout the city. Preliminary field work to prepare the sewers for lining has begun on this project. Change Order No. 1 includes additional sewer pipe lining and spot repair to the project. Approval of Change Order No. 1 will increase the contract to our FY 2024-25 budgeted amount for sewer repairs.

C. Finance/Assessing

1. Resolution to authorize Budget Amendment #2025-2 for period ending December 31, 2024
CM-03-69-2025

Motion by Edgar, seconded by Whitehead, CARRIED, to authorize Budget Amendment #2025-2 for the period ending December 31, 2024.

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

The City's annual budget was adopted on May 20, 2024 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 2nd quarter (12/31/24) budget amendment for the General Fund is attached and summarized below:

GENERAL FUND

Beginning Fund Balance July 1, 2024	\$ 5,416,407
Amended Budget as of February 10, 2025	\$ (840,983)
Net Change in Fund Balance (Amendment #2025-2)	\$ <u>0</u>
Estimated Ending Fund Balance June 30, 2025	\$ <u>4,575,424</u>

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

- Increases in State of Michigan training grant revenues and increase in training expenditures to match.
- Increase in interest income per significant actual returns to date

- Increase in miscellaneous revenue for private grant for elections and related increase in expenditures.
- Increase in wages for several individual salary adjustments, increase for final payouts for individuals compensated absences upon separation from the City and for an unbudgeted position.
- Expenditure increase for street lighting expenditures running greater than estimated in the budget.
- Increase for self-insured healthcare costs running greater than estimated.

SPECIAL REVENUE FUNDS

- Increase in grant revenue for the library and related expenditures per library board recommendation.

RESOLUTION

NOW, THEREFORE BE IT RESOLVED, that the following Budget Amendment #2025-2 is authorized:

GENERAL FUND

REVENUES

Intergovernmental	\$115,000
Interest Income	\$210,600
Other Revenue	\$18,000
TOTAL REVENUES	\$343,600

EXPENDITURES	\$51,300
Community & Econ Development	\$60,000
City Clerk - Elections	\$18,000
Finance	\$6,800
Public Safety	\$137,500
Public Works	\$45,000
Public Information	\$25,000
TOTAL EXPENDITURES	\$343,600
Net Increase to Fund Balance	0

LIBRARY FUND

REVENUES

Intergovernmental	\$300
Other Revenues	\$4,500
TOTAL REVENUES	\$4,800

EXPENDITURES

Capital Outlay	\$6,800
TOTAL EXPENDITURES	\$6,800

Net Increase to Fund Balance \$2,000

D. Department of Public Works

1. Request authorization to purchase two vehicles to be assigned to the Public Safety Department.

CM-03-70-2025

Motion by Whitehead, seconded by Crawford, CARRIED, to authorize the purchase of two vehicles to be assigned to the Public Safety Department and to use the Motor Pool - Fund Balance and General Fund - Fund Balance in FY 2024-25 for this expenditure. It is further authorized for the Finance Department to perform a budget amendment to move the Motor Pool funding (\$80,400) from FY 2025-26 to FY 2024-25 for the purchase of a 2025 Chevrolet Tahoe and the Public Works Department to participate in the State of Michigan (MiDeal) pre-bid contract for these vehicle purchases totaling \$107,438.00.

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

The Public Works Department is requesting authorization to purchase the following vehicles from the State of Michigan (MiDeal) pre-bid contract. These vehicles are a much-needed addition to our fleet. If authorization for these purchases is approved, we can expect delivery of both vehicles by August 2025. If we wait to order the second Tahoe after the start of the next FY, we could see up to an additional 4–5 month delay after ordering. Approving the advance purchase of a second vehicle would allow us to take delivery sooner as well as lock in the current pricing.

Vehicle:	Department:	Amount: (Pre-Bid Contract)	Account
2025 Chevrolet Tahoe	Public Safety	\$53,719.00 (MiDeal Contract)	Motor Pool - Fund Balance: \$38,000.00 654-18.875-970 General Fund - Fund Balance: \$15,719.00 654-18.875-970
2025 Chevrolet Tahoe	Public Safety	\$53,719.00 (MiDeal Contract)	Motor Pool: 654-18.875-970 Move forward from FY 2025- 26

2. Request for additional professional services related to the Event Hub Construction Project from Neumann Smith Architectural for the total amount of \$40,800.00.

CM-03-71-2025

Motion by Edgar, seconded by Whitehead, CARRIED, to approve additional professional services related to the Event Hub Construction Project from Neumann Smith Architectural for the total amount of \$40,800.00.

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

Deputy City Manager DeCoster stated that as a requirement of a \$1,000,000 grant that was awarded from HUD, the city is required to make changes to some of the specifications with regard to the work at the Event Hub. This work includes a review of the materials and equipment used by the Architect, Mechanical / Electrical / Plumbing (MEP) and Structural Engineers. In total, the contract is for an hourly not-to-exceed amount of \$40,800.00. Neumann Smith Architectural's proposal falls under the professional services exception to the sealed bidding requirements, Sec. 2-379.

10. CALL TO THE AUDIENCE

Solomon Zeiler, 26061 Radcliff Pl., spoke about many concerns with the last sidewalk program and the danger he sees with the water run off during freezing temperatures. He also expressed his concern about the plowing of his street and lack of salting.

Michael Krefman, 24250 Gardner, thanked city officials for making Oak Park an incredible community to live in.

11. CALL TO THE COUNCIL

12. ADJOURNMENT

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:04 PM.

T. Edwin Norris, City Clerk