



AGENDA
REGULAR CITY COUNCIL MEETING
40TH CITY COUNCIL
OAK PARK, MICHIGAN
JUNE 4, 2025
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 approval without discussion, as a single agenda item. Should any 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 May 19, 2025.
- B. Approval of the Southeastern Oakland County Public Works Association (SOCPWA) Mutual Aid Agreement.
- C. Request to approve Payment Application No. 5 for the 2024 Block Pruning Project to Limb Walkers Tree & Snow, LLC of Kenosha, WI in the amount of \$12,825.00
- D. Approval of Pay Application No. 3 and Change Order No. 3 for the 2024-2025 Miscellaneous Concrete Project, M-773 to Mattioli Cement Company of Fenton, MI, in the amounts of \$341,097.89 and (\$42,881.56).
- E. Payment of invoices from OHM Advisors for Engineering Consulting Services for the total amount of \$8,845.00.
- F. 3rd Quarter FY 2024-25 Investment Report
- G. Budget to Actual Report for period ending 3-31-25
- H. Library Board Meeting Minutes for March 18, 2025 and April 15, 2025
- I. Beautification Advisory Commission Meeting Minutes for September 17, 2024
- J. Recycling Commission Meeting Minutes for August 15, 2024, September 19, 2024, October 17, 2024, November 21, 2024, December 21, 2024, January 16, 2025, February 20, 2025, and March 20, 2025

K. Request to remove Council Member Crawford from the Traffic Safety Board and appoint Council Member Edgar.

L. New and Renewal Licenses for June 4, 2025

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS

A. Proclamation declaring June 6, 2025 as National Gun Violence Awareness Day in Oak Park

B. Special Retirement Recognition for Lieutenant Ryan Bolton.

8. SPECIAL LICENSES

A. Request for a special event license and waiver of application fee submitted by the Oak Park Corridor Improvement Authority for the "Oak Park Cruise and Groove" to be held in the 11-Mile Water Tower Social District on August 14, 2025, from 6 - 9pm

B. Request for a Special Event License and waiver of application fee submitted by the Oak Park Corridor Improvement Authority, for an "Oaktoberfest" event to be held in the Water Tower Social District on October 4, 2025, from 4 - 9:00 pm

9. CITY MANAGER

A. Municipal Services

1. Resolution supporting the Local Road Improvement Matching Fund Program for the Capital Ave Rehabilitation Project

2. Mural Approval - 8601 W 9 Mile/Scheers Ace Hardware

3. OPCIA Facade Grant - Scheers Ace/8601 W 9 Mile

4. OPCIA Facade Grant - Gift Me Chocolate/22133 Coolidge Hwy

B. Finance/Assessing

1. Resolution to authorize Budget Amendment #2025-4

2. S&P Global Credit Rating

C. Department of Public Works

1. Request to award the final professional services contract for the Construction Manager on the 2025 Event Hub Construction Project.

D. Elevate Oak Park

10. 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.

11. CALL TO THE COUNCIL

12. CLOSED SESSION

- A. Pursuant to Section 8 of the Open Meetings Act to convene a Closed Session to discuss attorney-client privileged communication about pending litigation involving the City.

13. 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
MAY 19, 2025
7:00 PM**

1. CALL TO ORDER

The meeting was called to order at 7:00 PM by Mayor Pro Tem Whitehead 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: Council Member Edgar, Council Member Radner, Mayor Pro Tem Whitehead, Council Member Crawford

EXCUSED: Mayor Marian McClellan (Illness)

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, Deputy City Manager DeCoster

4. APPROVAL OF AGENDA

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

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

5. CONSENT AGENDA

Motion by Crawford, seconded by Edgar, CARRIED, to approve the consent agenda consisting of the following items:

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

- A. Regular City Council Meeting Minutes for May 5, 2025.
CM-05-147-2025
- B. Special City Council Meeting Minutes for April 28, 2025 and May 2, 2025.
CM-05-148-2025
- C. Public Safety Activity Summary Report for April 2025
CM-05-149-2025

- D. Request to approve Payment Application No. 6 for the Eight Mile Booster Station Rehabilitation Project, M-732, to CSM Mechanical of Milford, MI in the amount of \$30,492.45
CM-05-150-2025
- E. Payment request from Neumann Smith Architecture for Architectural Services on the Event Hub Project for the total amount of \$3,224.35.
CM-05-151-2025
- F. Appointment of representative & alternate to SOCRRRA Board.
CM-05-152-2025
- G. Request authorization to purchase the upfitting of one Public Works vehicle from Truck and Trailer Specialties, of Howell, MI totaling \$10,355.00.
CM-05-154-2025
- H. Corridor Improvement Authority Meeting Minutes for January 16, 2025, February 20, 2025, March 20, 2025 and April 16, 2025
CM-05-153-2025
- I. New and Renewal Licenses for May 19, 2025
CM-05-155-2025

6. RECOGNITION OF VISITING ELECTED OFFICIALS

There were no elected officials present who wished to speak.

7. SPECIAL RECOGNITION/PRESENTATIONS

- A. Tribute and moment of silence in memory of Oak Park Public Safety Officer Henry Wolf who was shot and killed in the line of duty on May 21, 1973
- B. Special Retirement Recognition for Karen Bryant
- C. Annual Budget Presentation

City Manager Tungate presented the 2025-26 Budget.

8. PUBLIC HEARINGS

- A. Public Hearing to receive citizen comments regarding the proposed fiscal year 2025-2026 budget and property tax millage rates.

Mayor ProTem Whitehead opened the Public Hearing at 7:25 p.m. Ken Sherman, 23840 Jerome, spoke of his concern that the Library budget requires the spending of funds for security when the Oak Park School District does not contribute funds for this purpose. The Public Hearing was closed at 7:26 p.m.

- B. Resolution adopting the fiscal year 2025-2026 budget and millage rates and acknowledging the multi-year budget including projections for fiscal years 2026-2027 and 2027-2028.
CM-05-156-2025

Motion by Radner, seconded by Crawford, CARRIED, to adopt the resolution approving the fiscal year 2025-2026 budget and millage rates and acknowledging the multi-year budget including projections for fiscal years 2026-2027 and 2027-2028.

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

The adopting resolution for the FY 2025-2026 Budget, the 2025 millage rate and acknowledgment of the multi-year budget is on file with the City Clerk.

In the budget document, the General Fund Revenues for the FY 2025-2026 covers all the expenditures and transfers to other funds. The projected fund balance of the General Fund for the FY 2025-2026 is estimated at 17%. The Capital Improvement Program was presented to the City's Planning Commission in April 2025. It was then submitted at the Public Hearing held on May 19, 2025 and is incorporated in this budget document.

The City's total millage rate including Library, Debt, Rubbish Collection and Public Safety Act 345 totals 32.5831 which is a **decrease** of .7689 mills from FY 2024-2025.

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

C. Adoption of the fiscal year 2025-2026 fee schedule.
CM-05-157-2025

Motion by Edgar, seconded by Radner, CARRIED, to adopt the fiscal year 2025-2026 fee schedule as presented.

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

City Manager Tungate introduced the proposed fee schedule for the 2025-2026 Fiscal Year, which sets the fees to be charged for various city services that will take effect July 1, 2025

9. 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 19, 2025, from 10:00 a.m. - 6:00 p.m.
CM-05-158-2025

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

NAME	EVENT	FEE
East Oak Park Neighborhood Association	Neighborhood Picnic July 19, 2025 10 am - 6 pm	App fee waived

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

10. ACCOUNTING REPORTS

- A. Approval for payment of invoices submitted by Garan, Lucow, Miller, PC for legal services in the amount of \$14,669.68

CM-05-159-2025

Motion by Radner, seconded by Crawford, CARRIED, to approve payment of invoices submitted by Garan, Lucow, Miller, PC for legal services in the amount of \$14,669.68.

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

11. BIDS

- A. Award bids for the Eleven Mile Parking Lot Reconfiguration Project, M-694, to Warren Contractors & Development of Shelby Twp., MI in the total amount of \$1,991,091.25.

CM-05-160-2025

Motion by Radner, seconded by Edgar, CARRIED, to award bids for the Eleven Mile Parking Lot Reconfiguration Project, M-694, to Warren Contractors & Development of Shelby Twp., MI in the total amount of \$1,991,091.25.

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

At the January 6, 2025 regular meeting of the Oak Park City Council, the request to bid the Eleven Mile Parking Lot Reconfiguration Project, M-694 was approved (CM-01-7-2025). The project was advertised and sixty-three (63) contractors viewed the documents. In April, City Council approved rejecting all the bids from the original bid opening due to high costs. On May 13, 2025, a second bid opening was held and three (3) bids were received and opened. The low bidder, Warren Contractors & Development of Shelby Twp., MI, submitted a bid of \$2,177,941.25 for the Eleven Mile Parking Lot Reconfiguration Project. This project will replace the pavements in the alley and parking lots behind the businesses between Tulare and Gardner, just south of Eleven Mile and add placemaking elements. The lowered award amount reflects rejecting the string lighting and water tower lighting as the estimated costs for those were significantly higher than anticipated. Therefore, those elements will be contracted separately.

- B. Award bids for the 2025 Event Hub Project in the total amount of \$3,732,883.

CM-05-161-2025

Motion by Crawford, seconded by Edgar, CARRIED, to award bids for the 2025 Event Hub Project in the total amount of \$3,732,883.

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

At the November 4, 2024 regular meeting of the Oak Park City Council, the request to bid the 2025 Event Hub Project was approved (CM-11-319-2024). The project was advertised and on April 29, 2025 bids were received and opened. Below are the lowest qualified bidders for select portions of the work:

<u>Bid Category:</u>	<u>Category Description:</u>	<u>Contrator Name:</u>	<u>Contract Amount:</u>
B	Landscaping and Irrigation	KLM Landscape	\$316,624
E	Site Concrete and Flatwork	Metropolitan Concrete	\$420,964
F	Polished Concrete	ProTech	\$20,200
G	Masonry	Albaugh Masonry	\$600,800
J	Carpentry	Conquest Construction Co.	\$194,261
K	Millwork	MOD Interiors	\$39,825
L	Joint Sealants and Air Barrier	MAG Insulation	\$40,920
M	Membrane Roofing	Butcher & Butcher Construction	\$204,134
N	Metal Siding	Liberty Sheet Metal	\$369,300
O	Metal Roofing	Liberty Sheet Metal	\$70,550
P	Doors, Frames, and Hardware	A&C Builders Hardare	\$45,700
Q	Overhead Doors	Arbon Equipment Co.	\$145,756
R	Aluminum, Glass, and Glazing	Rochester Hills Contract Glazing	\$213,000
S	Hard Tile	East Side Tile & Marble	\$9,425
T	Acoustic Ceilings	Huron Acoustic Tile Co.	\$26,615
V	Carpet and Resilient Flooring	Premier Tile Design	\$4,050
W	Painting	Bella Paint & Design	\$27,200
Y	Toilet Partitions and Accessories	Rayhaven Group	\$11,285
CC	Food Service Equipment	Great Lakes Hotel Supply	\$183,773
DD	Fire Suppression	Macomb Mechanical	\$51,150
EE	Plumbing	S.E. Kalchik Mechanical	\$323,851
FF	HVAC	Quality Aire Systems	\$413,500

12. ORDINANCES

- A. Second reading and adoption of proposed text amendments to the City of Oak Park Zoning Ordinance in the following sections: Article 1, Division 2; Article 2, Division 2;

Article 2, Division 3; Article 2, Division 4; Article 3, Division 1; Article 3, Division 2; Article 4, Division 1; Article 4, Division 2; Article 4, Division 3; Article 4, Division 4; Article 5, Division 1; Article 5, Division 2; Article 5, Division 3; Article 5, Division 4; Article 5, Division 5; Article 6, Division 1.

CM-05-162-2025

Motion by Solomon Radner, seconded by Stephanie Crawford, CARRIED, to Second reading and adoption of proposed text amendments to the City of Oak Park Zoning Ordinance in the following sections: Article 1, Division 2; Article 2, Division 2; Article 2, Division 3; Article 2, Division 4; Article 3, Division 1; Article 3, Division 2; Article 4, Division 1; Article 4, Division 2; Article 4, Division 3; Article 4, Division 4; Article 5, Division 1; Article 5, Division 2; Article 5, Division 3; Article 5, Division 4; Article 5, Division 5; Article 6, Division 1.

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

At the April 21, 2025 meeting, the Planning Commission conducted a Public Hearing regarding proposed text amendments to the City of Oak Park Zoning Ordinance.

The Economic Development and Planning Department has identified areas of improvement in specific sections of the Zoning Ordinance. The proposed text amendments incorporate clarifications, additions, and deletions to specific sections, as well as address inconsistencies such as incorrect cross-references, formatting, redundant sections, and outdated references to approval bodies. These improvements address emerging land use trends, respond to businesses' feedback regarding specific zoning districts and regulations, be consistent with State & Federal laws and regulations, and contribute to a more consistent and clear zoning ordinance.

At the meeting, the Planning Commission voted to approve and recommend to the City Council adoption of the proposed zoning text amendments.

13. CITY MANAGER

A. Municipal Services

1. Request for approval of Pay Application No. 1 and Change Order No. 1 in the amounts of \$94,981.26 and \$4,173.24, respectively, for the 2025 Joint and Crack Sealing Project, M-780 to Scodeller Construction Inc. of Wixom, MI.

CM-05-163-2025

Motion by Radner, seconded by Crawford, CARRIED, to approve Pay Application No. 1 and Change Order No. 1 in the amounts of \$94,981.26 and \$4,173.24, respectively, for the 2025 Joint and Crack Sealing Project, M-780 to Scodeller Construction Inc. of Wixom, MI.

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

Attached is proposed Pay Application No. 1 and Change Order No. 1 in the amounts of \$94,981.26 and \$4,173.24 for the 2025 Joint and Crack Sealing Project, M-780 by Scodeller Construction Inc. of Wixom, MI. This project includes routing and sealing joints and cracks on selected streets in the areas shown on the attached map. The change order is to cover the

increased weight of the rubber joint sealer used on the project. The project is approximately 66% complete.

B. Finance/Assessing

1. Request to approve the proposed lot combination request from 8 Mile Development LLC as set forth in the survey, with the condition that the survey is recorded at the Oakland County Register of Deeds.

CM-05-164-2025

Motion by Radner, seconded by Edgar, CARRIED, to approve the proposed lot combination request from 8 Mile Development LLC as set forth in the survey, with the condition that the survey is recorded at the Oakland County Register of Deeds.

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

8 Mile Development LLC, owner of the above-mentioned properties, would like to combine their 2 parcels (1 vacant parcel and 1 improved parcel) to create 1 parcel. A request was sent to other City Departments to review the application and respond with any objections and concerns. There were no objections by the departments that responded, and two departments had concerns which were addressed. The requested lot combination will not be detrimental to the adjacent properties, neighborhood, or the City of Oak Park.

2. Request to approve a contract with WCA Assessing for assessment and maintenance work for City property effective June 1, 2025 – May 31, 2028

CM-05-165-2025

Motion by Radner, seconded by Crawford, CARRIED, to approve a contract with WCA Assessing for assessment and maintenance work for City property effective June 1, 2025 – May 31, 2028.

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

Renewal of contract with WCA Assessing for the following years:

2025-2026	\$209,985
2026-2027	\$220,484
2027-2028	\$231,508

C. Public Safety

1. Request to approve Traffic Control Order 160 Sec 1.36 adopting TIA's recommendation to replace the existing Yield signs at the intersections on Dartmouth Street between Church and Coolidge with Stop signs.

CM-05-166-2025

Motion by Radner, seconded by Edgar, CARRIED, to approve Traffic Control Order 160 Sec 1.36 adopting TIA's recommendation to replace the existing Yield signs at the intersections on

Dartmouth Street between Church and Coolidge with Stop signs.

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

City Engineer Kara Grisamer contacted the Transportation Improvement Association (TIA) and requested they conduct a traffic study of Dartmouth Street between Church Street and Coolidge Highway. This study was conducted to address concerns from residents about the speed of traffic and to convert the intersection control at Dartmouth Street and Kipling Street to an All-Way Stop.

2. Request to approve Traffic Control Order 160 Sec 1.37 adopting TIA's recommendation to install a Stop sign on northbound Stratford Place at Talbot.
CM-05-167-2025

Motion by Edgar, seconded by Crawford, CARRIED, to approve Traffic Control Order 160 Sec 1.37 adopting TIA's recommendation to install a Stop sign on northbound Stratford Place at Talbot.

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

City Engineer Kara Grismer contacted the Transportation Improvement Association (TIA) and requested they conduct a traffic study of the intersection of Talbot Street and Stratford Place to determine the appropriate traffic control at the intersection. This study included a field review of the intersection, collection of volume and speed data, a review of crash data for the intersection, and a Safe Approach Speed calculation. TIA's recommendation based on their results is that intersection control should be installed. The recommendation is to install a stop sign for traffic on northbound Stratford Place at Talbot Street, so that northbound traffic on Stratford Place has to stop before entering the intersection at Talbot Street.

3. Request to approve Traffic Control Order 160 Sec 1.38 as recommended by the Transportation Improvement Association for the following locations:
 - Location #1- Gardner and Sherwood (West Intersection). Install a Stop sign for northbound Gardner Street traffic at Sherwood
 - Location #2- Gardner and Sherwood (East Intersection). Install a Stop sign for southbound Gardner Street traffic at Sherwood.
 - Location #3- Ludlow Place and Sherwood Street Install a Yield sign for northbound Ludlow Place traffic at Sherwood Street.**CM-05-168-2025**

Motion by Crawford, seconded by Edgar, CARRIED, to approve Traffic Control Order 160 Sec 1.38 as recommended by the Transportation Improvement Association for the following locations:

- Location #1- Gardner and Sherwood (West Intersection). Install a Stop sign for northbound Gardner Street traffic at Sherwood
- Location #2- Gardner and Sherwood (East Intersection). Install a Stop sign for southbound Gardner Street traffic at Sherwood.

- Location #3- Ludlow Place and Sherwood Street Install a Yield sign for northbound Ludlow Place traffic at Sherwood Street.

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

City Engineer Kara Grismer contacted the Transportation Improvement Association (TIA) and requested they conduct a traffic study of Labelle Street between Gardner and Coolidge Highway regarding reported concerns of speeding motorists. Also, TIA was requested to evaluate Kipling Street and Labelle Street intersection to determine if the existing Yield signs posted on Kipling Street should be changed to Stop signs, or if an All-Way Stop control was warranted. This study included a review of crash data, a field review of the intersection, traffic volume counts, speed data, and a Safe Approach Speed Calculation.

14. CALL TO THE AUDIENCE

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

15. CALL TO THE COUNCIL

16. ADJOURNMENT

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:01 PM.

T. Edwin Norris, City Clerk



CITY OF OAK PARK, MI STAFF REPORT

5.B

AGENDA FOR: June 4, 2025

SUBJECT: Approval of the Southeastern Oakland County Public Works Association (SOCPWA) Mutual Aid Agreement.

DEPARTMENT: Department of Public Works

FROM: Dave DeCoster, DPW Director

SUMMARY: As a member of the Southeastern Oakland County Public Works Association (SOCPWA), we have recently reviewed our mutual aid agreement and decided that the agreement required significant updates. All 21 member communities / organizations have reviewed the agreement and the proposed agreement was passed with a 2/3 vote of the members at the regular meeting on May 8, 2025. The current agreement has been in place since 2003. While rarely used, this intergovernmental agreement authorized the member communities to work together in case of an emergency.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: It is recommended that City Council approve the Southeastern Oakland County Public Works Association - Mutual Aid agreement. The City Attorney has reviewed this agreement.

EXHIBITS:

1. SOCPWA Mutual Aid Authority Agreement_May 2025

JOINT AND COOPERATIVE AGREEMENT FOR USE OF PERSONNEL AND EQUIPMENT DURING EMERGENCIES

SOUTHEASTERN OAKLAND COUNTY PUBLIC WORKS ASSOCIATION PUBLIC WORKS MUTUAL AID AUTHORITY

I. PURPOSE

The member communities of the Southeastern Oakland County Public Works Association (SOCPWA) recognize that they have authority pursuant to the provisions of Public Act 35 of 1951, an Act to authorize intergovernmental contracts between municipal corporations and to authorize any municipal corporation to contract with any other person or any other municipal corporation; to furnish any lawful municipal service to property outside the corporate limits of the first municipal corporation for consideration. The result establishes a regional mutual aid association, to be known as the Public Works Mutual Aid Authority, representative of the various communities with authority and responsibilities relating to utilization of resources to counteract natural and man-made disasters common to all communities, together with the power and authority to implement such services as set forth herein.

II. DEFINITION OF TERMS

For purposes of this Agreement, the terms defined in this section shall have the meanings given them.

1. *Party* means a governmental unit which is a party to this Agreement.
2. *Eligible party* means a governmental or corporation unit which is entitled to become a party to this Agreement, at its own option.
3. *Requesting party* means a party which requests assistance from other parties.
4. *Responding party* means a party which provides assistance to a requesting party.
5. *Assistance* includes personnel, materials and equipment.
6. *Requesting official* means the person who has been designated by the requesting party to request assistance from other parties.
7. *Responding official* means the person who has been designated by a party to determine whether and to what extent that party should provide assistance to a requesting party.
8. *Emergency* means a sudden and unforeseen situation requiring immediate action beyond the requesting party's capability.
9. *Authority Secretary* means the secretary of the Public Works Mutual Aid Authority.

10. *Public Works Mutual Aid Authority* means the organization formed by the Southeastern Oakland County Public Works Association to meet emergency situations within the boundaries of its member communities.

III. PARTIES

1. The parties to this Agreement shall consist of members of the Southeastern Oakland County Public Works Association and shall be known as the Public Works Mutual Aid Authority. Upon the adoption of a resolution by its governing body, an executed copy of this Agreement shall be forwarded by the member party together with a certified copy of the resolution authorizing the Agreement.
2. The Authority Secretary shall maintain a current list of the parties to this Agreement. Whenever there is a change of the parties to this Agreement, the Authority Secretary shall notify the designated responding official of each of the parties of such change.

IV. PROCEDURE

1. Each party shall designate and keep on file with the Authority Secretary the name of the person of that party who shall be its requesting official and responding official. A party may designate alternate officials to act in the absence of the primary official.
2. Whenever, in the opinion of a requesting official of a party, there is a need for assistance from other parties to assist the requesting party, such requesting official may, at his or her discretion, call upon the responding official of any other party to furnish assistance to and within the boundaries of the requesting party. It is the intention of the parties to this Agreement to cooperate in the event of an emergency by making available to a requesting party necessary or requested personnel, materials, and equipment without undue delay.
3. Upon the receipt of a request for assistance from a party, the responding official for any other party may authorize and direct the personnel of the responding party to provide assistance to the requesting party. Whether the responding party shall provide such assistance to the requesting party, and, if so, to what extent such assistance shall be provided, shall be determined solely by the responding official subject to such supervision and direction as may be applicable for him or her within the governmental structure of the party by which he or she is employed. Failure to provide assistance will not result in liability to any party.
4. When a responding party provides assistance under the terms of this Agreement, it may in turn request assistance from other parties as "back-up" during the time that it is providing assistance outside its boundaries.
5. Whenever a responding party has provided assistance to a requesting party, the responding official may at any time recall such assistance or any part thereof to

the responding party, if the responding official in his best judgment deems this is in the best interest of his own agency.

6. When a responding party supplies equipment and personnel to a requesting party, said equipment and personnel shall remain under the direction and control of the responding party; shall be paid by the responding party; shall be protected by the Worker's Compensation of the responding party; and shall otherwise be deemed to be performing their regular duties for the responding party. However, the responding party shall undertake to coordinate with the requesting party the assistance which it provides. The requesting party shall provide all routine fueling and servicing of respondents' equipment and materials, and shall assume all costs thereof during the assistance period.
7. A responding party shall be responsible for its own personnel, equipment, and materials and for injuries or death to any personnel, or damage to any such equipment or materials, except that unused equipment and materials provided by the responding party shall be returned to the responding party by the requesting party when circumstances permit this to be done.
8. The requesting and responding parties may review any equipment repaired to determine if such repair was directly related to the emergency operation. If mutually agreed that repairs are required, they shall be the responsibility of the requesting party. Any disagreement which cannot be resolved by the responding and requesting parties shall be resolved by a committee established from the Public Works Mutual Aid Authority. Materials and supplies used by the responding party at the request or direction of the requesting party shall be reimbursed by the requesting party to the responding party.
9. An emergency response by a responding party, which is provided on a "gratis" basis, shall be limited to a maximum of forty-eight (48) hours duration. After such time, the responding party shall be reimbursed for labor and equipment by the requesting party. During this period of time, the requesting party shall actively seek to engage outside contractors to conduct the work being done by the responding party so as to expedite the return of the responding party to its home community.
10. The responding party shall maintain such records of the cost of labor, equipment and materials provided; and hours of work or operation as deemed necessary for recovery of costs in the event the incident becomes eligible for Federal or State Disaster Assistance. If declared eligible, these costs shall then be reimbursed by the requesting party in full or in a prorata share of assistance provided.
11. The requesting party shall not be responsible for any injuries, losses, or damages to persons or property arising out of the acts of any of the personnel of a responding party. Nor shall the responding party be responsible for injuries, losses or damages arising out of the acts of any of the personnel of the requesting party or the personnel of any other responding party.

12. Technical service and assistance of non-emergency nature may be requested and/or provided by the parties to this Agreement.

V. INSURANCE

Each party to this Agreement shall maintain appropriate insurance policies covering personal and public liability. Said policies shall cover damage or injury caused by negligent operation of its vehicles while operating under the terms of this Agreement outside of its corporate limits or contract areas.

VI. RESPONSIBILITY PROVISION

Each party agrees that it shall be responsible for any and all claims, costs, actions, causes of action, losses or expenses – including attorney fees, resulting from or caused by its acts or omissions, the acts or omissions of its employees, officers, or officials, pursuant to this Agreement.

Each party shall be responsible for any claims made against that party and for the acts of its respective officers, officials and employees. For any claims that may arise from the performance of this Agreement, each party shall seek its own legal representation and bear the costs associated with such representation including any attorney fees. Except as otherwise provided in this Agreement, none of the parties shall have any right under any legal principle to be indemnified by either of the other parties or any of the other parties' respective officers, officials, or employees in connection with any claim. For purposes of this paragraph, the term "claims" shall mean and include any alleged losses, claims, complaints, demands for relief or damages, suits, causes of action, proceedings, judgments, deficiencies, liability, penalties, litigation, costs and/or expenses of any kind which are imposed upon, incurred by, or asserted against a party.

Nothing in this Agreement is intended, nor shall it operate, to diminish, delegate, divest, impair, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, capacity, immunity or character of office including, but not limited to, governmental immunity on behalf of the parties to this Agreement or any of their respective employees, appointees, officials or agents.

VII. COMPLETE AGREEMENT

The parties agree that the conditions set forth in this Agreement sets forth all terms and conditions of this Agreement. This Agreement supersedes all prior agreements or understandings between the parties. There are no promises, conditions, or understandings other than those stated herein, and, that any prior negotiations, terms or conditions discussed shall not constitute a part of this Agreement. The term "agreement" as used in this clause shall include any future written amendments, modifications, or supplements made in accordance herewith.

VIII. APPROVALS

All of the parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The person signing this agreement on

behalf of each municipality have legal authority to sign this Agreement and bind the parties to the terms and conditions contained herein.

IX. WITHDRAWAL, TERM, AND TERMINATION

This Agreement shall be for an Initial Term of five (5) years, from _____, 2025 through _____, 2030. If this Agreement is not terminated as provided below, it shall automatically renew annually for a Renewal Term of one (1) year, subject to the terms and conditions below. The Renewal Terms possible under this Section are not limited. Any party may withdraw from the Association at any time upon thirty (30) days written notice to the Authority. The Authority Secretary shall thereupon give notice of such withdrawal, and of the effective date thereof, to all other parties, as hereinbefore provided.

X. NO THIRD-PARTY BENEFICIARIES.

This Agreement is not intended to, and does not, create any special or other duty, obligation, promise, benefit or right to services not herein described in favor or for the benefit of any person, entity, or organization that is not a named party to this Agreement. The parties will not authorize third party use of the system without prior approval of those entering into this Agreement.

XI. ASSIGNMENTS.

The rights, duties and obligations under this Agreement are not assignable and may not be delegated by any party, except with the written approval of the other parties to this Agreement.

XII. NOTICES.

Notices under this Agreement shall be directed to current designated the Requesting/Responding Official identified on file with the Secretary.

XIII. AMENDMENTS.

Amendments of this Agreement shall be in writing, approved by resolution of the councils and boards of the parties, and be signed by authorized representatives of the parties.

XIV. 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 and effect.

XV. APPLICABLE LAW.

This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. The language of all parts of this Agreement is intended to and, in all cases, shall be construed as a whole, according to its fair meaning, and not construed strictly for or against any party. As used in this Agreement, the singular or plural number, possessive

or non-possessive, shall be deemed to include the other whenever the context so suggests or requires.

XVI. NO WAIVER.

Absent an express written waiver, the failure of a party to pursue any right granted under this Agreement shall not be deemed a waiver of that right regarding any existing or subsequent breach or default under this Agreement. No failure or delay on the part of a party in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.

XVII. COMPLIANCE WITH LAWS.

Each party shall comply with all federal, state, and local statutes, ordinances, regulations, administrative rules, and requirements applicable to its activities performed under this Agreement.

XVIII. FILING.

As provided in MCL 124.510, this Agreement and any amendments of it shall be filed with the Oakland County Clerk and Michigan Secretary of State before taking effect.

XIX. EFFECTIVE DATE

This Agreement shall become effective on _____, 20____.
IN WITNESS WHEREOF, the undersigned, on behalf of their governmental unit, have executed this Agreement pursuant to authorization by the City/Township of _____, MICHIGAN on the _____ day of _____, 20____.

WITNESS: _____
City/Township of _____
By: _____
Chief Elected Official

WITNESS: _____
By: _____
Clerk

Date: _____

SOUTHEASTERN OAKLAND COUNTY
PUBLIC WORKS ASSOCIATION

WITNESS: _____
By: _____

Date: _____

CONSTITUTION AND BY-LAWS
OF THE
SOUTHEASTERN OAKLAND COUNTY
PUBLIC WORKS ASSOCIATION'S
PUBLIC WORKS MUTUAL AID AUTHORITY

ARTICLE I

Name and Purpose

Section I: This organization shall be known as the "Public Works Mutual Aid Authority".

Section II: The purpose of membership in this association shall be to assist member communities in emergency situations, to exchange ideas, equipment, and methods of dealing with emergencies, and to protect the lives and property within member communities in the case of any emergency or disaster.

ARTICLE II

Membership

Section I: Membership in this authority shall refer to public works departments, or its equivalent department.

Section II: Any public works department or organization holding membership in the Southeastern Oakland County Public Works Association, and that can be of reciprocal service to other members of said organizations evidenced by its maintenance of a level of equipment and labor sufficient to meet the ordinary and routine operations and services within its community, and are from an incorporated Village or City, a Township, or an authority created by such bodies, and is approved by a simple majority of the membership, shall be eligible for membership in this authority.

Section III: The following shall be known as members of this authority as of November 14, 2012:

Auburn Hills	Berkley	Birmingham	Bloomfield Township
Clawson	Farmington Hills	Ferndale	Hazel Park
Huntington Woods	Lathrup Village	Madison Heights	Novi
Oak Park	Orchard Lake Village	Pleasant Ridge	Rochester
Royal Oak	Southfield	SOCRRA	SOCWA
Village of Franklin			

ARTICLE III

Dues

Section I: Each member shall pay an annual membership fee of \$10.00 per year, which shall be due and payable on January 31 of each year.

ARTICLE IV

Officers

Section I: The officers of the Southeastern Oakland County Public Works Association shall be Chairperson, Vice Chairperson, and a Secretary-Treasurer, and shall constitute the Executive Committee of the Public Works Mutual Aid Authority.

Section II: The Chairperson shall have the following duties: To call all regular and special meetings; to preside and preserve order at all meetings; to appoint committees; to see that subordinate officers execute the obligations and duties of their respective offices to the best of their ability.

Section III: The Vice-Chairperson shall have the following duties: To assist the Chairperson in the discharge of his or her regular duties, and in the event of the absence of the Chairperson, to assume the duties of Chairperson.

Section IV: The Secretary-Treasurer shall have the following duties: To call the roll; to keep a record of all proceedings of the Authority; to collect all dues and other monies due the Authority; to pay out said monies on the order of the Authority; and to send notices of all regular and special meetings of the Authority. The Secretary-Treasurer shall make an itemized report of all income and expenses to be presented at the first regular meeting of each year. In addition, the Secretary-Treasurer shall maintain a current list of all members in the Authority.

ARTICLE V

Meetings

Section I: The regular meeting of the Authority shall be held in January of each year. The time and location shall be determined by the executive committee.

Section II: Special meetings shall be called by the Chairperson with at least seven (7) days written notice to the membership.

Section III: A simple majority of the membership shall constitute a quorum.

Section IV: The Roberts Rules of Order shall govern.

Section V: Each member shall have one (1) vote.

ARTICLE VI

Elections

Section I: The election of officers shall be held at the regular meeting of each year. This election shall be by secret ballot, or by open ballot, at the selection of the membership.

Section II: The officers of the Authority shall be elected for a term of two (2) years.

Section III: In the event of a vacancy occurring in the office of the Chairperson, the Vice Chairperson shall succeed to that office. The Chairperson shall appoint replacement officers for all vacancies.

ARTICLE VII Committees

Section I: The Authority shall have the following annual committee: Executive. Other committees may be formed to serve in an ad-hoc capacity, at the discretion of the executive committee.

Section II: Any committee shall have the authority to request assistance from any members of the Authority.

Section III: It shall be the duty of the Executive Committee to handle all matters that pertain to state legislation on matters of importance to the Authority.

ARTICLE VIII Amendment and Dissolution

Section I: No amendment shall be made to these By-Laws unless proposed at the regular meeting in writing.

Section II: An amendment requires a two-thirds majority vote of the entire membership for acceptance.

Section III: This Authority may be disbanded by a three-fourths vote of the entire membership of the Authority, and a published or served notice shall be given to all members for that purpose at least one month before such a vote shall be taken.



CITY OF OAK PARK, MI STAFF REPORT

5.C

AGENDA FOR: June 4, 2025

SUBJECT: Request to approve Payment Application No. 5 for the 2024 Block Pruning Project to Limb Walkers Tree & Snow, LLC of Kenosha, WI in the amount of \$12,825.00

DEPARTMENT: Department of Public Works

FROM: Dave DeCoster, DPW Director

SUMMARY: Payment Application No. 7 for the 2023 Block Pruning Project, M-748.

FINANCIAL STATEMENT: Attached is Payment Application No. 7 for the 2023 Block Pruning Project, M-748. This project includes the trimming, removal, and stumping of select trees around the City of Oak Park. This project is currently 90% complete.

RECOMMENDED ACTION: It is recommended that Payment Application No. 5 for the 2024 Block Pruning Project to Limb Walkers Tree & Snow, LLC of Kenosha, WI be approved in the amount of \$12,825.00. Funding is available in the Major Streets (202-18.479-801) and Local Streets (203-18.479-801) funds for this expenditure.

EXHIBITS:

1. Pay Application No. 5_Limb Walkers

PAYMENT APPLICATION

PROJECT: 2024 Block Pruning Project

APPLICATION NO.: 5

OWNER: City of Oak Park, MI

PERIOD ENDING: May 23, 2025

CONTRACTOR: Limb Walkers Tree and Snow
Kenosha, WI 53141

ITEM NO.	ITEM DESCRIPTION	UNIT	BID PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Traditional Block Pruning (Raising)	Per Tree	\$50.00	30.00	\$1,500.00	30.00	\$1,500.00
2	Crown Cleaning	Per Tree	\$125.00	46.00	\$5,750.00	57.00	\$7,125.00
3	Tree Removals, 8" to 19" DBH	Per Tree	\$300.00	2.00	\$600.00	3.00	\$900.00
4	Tree Removals, 20" to 27" DBH	Per Tree	\$675.00	1.00	\$675.00	11.00	\$7,425.00
5	Tree Removals, 28" to 35" DBH	Per Tree	\$1,250.00	3.00	\$3,750.00	7.00	\$8,750.00
6	Tree Removals, 36" to 43" DBH	Per Tree	\$2,275.00	0.00	\$0.00	0.00	\$0.00
7	Tree Removals, 44" and over DBH	Per Tree	\$3,255.00	0.00	\$0.00	0.00	\$0.00
8	Stump Removal, 8" to 19" DBH	Per Tree	\$100.00	0.00	\$0.00	0.00	\$0.00
9	Stump Removal, 20" to 27" DBH	Per Tree	\$150.00	1.00	\$150.00	1.00	\$150.00
10	Stump Removals, 28" to 35" DBH	Per Tree	\$200.00	2.00	\$400.00	2.00	\$400.00
11	Stump Removal, 36" to 43" DBH	Per Tree	\$310.00	0.00	\$0.00	0.00	\$0.00
12	Stump Removals, 44" and over DBH	Per Tree	\$400.00	0.00	\$0.00	0.00	\$0.00

Period Amount:	\$12,825.00	Total Amount:	\$26,250.00
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Original Contract Amount: \$95,000.00

Earnings This Period: \$12,825.00

Total Earnings to Date: \$26,250.00

Deductions: \$0.00

Payments to Date: \$13,425.00

Amount Due to Limb Walkers: \$12,825.00



CITY OF OAK PARK, MI STAFF REPORT

5.D

AGENDA FOR: June 4, 2025

SUBJECT: Approval of Pay Application No. 3 and Change Order No. 3 for the 2024-2025 Miscellaneous Concrete Project, M-773 to Mattioli Cement Company of Fenton, MI, in the amounts of \$341,097.89 and (\$42,881.56).

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: Attached is proposed Pay Application No. 3 and Change Order No. 3 for the 2024-2025 Miscellaneous Concrete Project, M-773 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 project is now 100% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$549,446.00
Change Order No. 1:	\$1,500.00
Change Order No. 2:	\$181,597.50
Proposed Change Order No. 3:	(\$42,881.56)
New Contract Amount:	\$689,661.94
Total Earnings to Date:	\$689,661.94
Less Retainage:	\$10,000.00
Net Earned:	\$679,661.94
Deductions:	\$0.00
Balance:	\$679,661.94
Payments to Date:	\$338,564.05

Amount Due to Mattioli Cement Company:	\$341,097.89
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RECOMMENDED ACTION: It is recommended that Pay Application No. 3 and Change Order No. 3 for the 2024-2025 Miscellaneous Concrete Project, M-773 by Mattioli Cement Company of Fenton, MI be approved for the amounts of \$341,097.89 and (\$42,881.56), respectively. 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. M-773 Pay 3 CO 3 - signed_agenda
2. Misc. Concrete Map 2024

PAYMENT APPLICATION

PROJECT: 2024-2025 MISCELLANEOUS CONCRETE PROJECT

OWNER: CITY OF OAK PARK, MICHIGAN

CONTRACT MATTIOLI CEMENT COMPANY
6085 MCGUIRE ROAD
FENTON, MI 48430

JOB NUMBER: M-773

APPLICATION NO.: 3

PERIOD ENDING: 5/20/2025

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT, MODIFIED SP	5,600	SYD	\$11.71	3,149.61	\$36,881.93	8,251.39	\$96,623.78
2	CONCRETE PVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	5,600	SYD	\$60.00	3,737.37	\$224,242.20	7,221.84	\$433,310.40
3	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD	5,000	SFT	\$6.00	1,460.00	\$8,760.00	5,103.17	\$30,619.02
4	SIDEWALK CONC. NON-REINF. 6" SIDEWALK/ DRIVE APPROACH MOD.	5,000	SFT	\$6.50	1,924.80	\$12,511.20	4,140.67	\$26,914.35
5	CONCRETE PAVEMENT, 24" CURB & GUTTER SECTION NON- REINF. 9" CONC. MOD	50	LFT	\$36.00	77.00	\$2,772.00	199.90	\$7,196.40
6	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR. LIMESTONE)	5,400	SYD	\$9.00	0.00	\$0.00	2,334.29	\$21,008.61
7	AGGREGATE BASE UNDER 4"& 6" & 9" CONC. (6" 21AA CR LIMESTONE)	200	SYD	\$9.00	2,764.82	\$24,883.38	4,883.82	\$43,954.38
8	ADJUST DRAINAGE STRUCTURES	10	EACH	\$225.00	4.00	\$900.00	11.00	\$2,475.00
9	CAST IN PLACE DETECTABLE/ TACTILE WARNING SURFACE MODIFIED	120	SFT	\$26.00	20.00	\$520.00	170.00	\$4,420.00
10	SANITARY MANHOLE 1040A FRAME AND COVER	5	EACH	\$880.00	0.00	\$0.00	2.00	\$1,760.00
11	CATCH BASIN 5080M3 6 HOLE FRAME AND COVER	5	EACH	\$880.00	0.00	\$0.00	1.00	\$880.00
12	MINOR TRAFFIC DEVICES MODIFIED (5% MAX)	1	LSUM	\$13,000.00	0.00	\$0.00	1.00	\$13,000.00
13	PROJECT CLEAN UP MODIFIED (5% MAX)	1	LSUM	\$6,000.00	0.50	\$3,000.00	1.00	\$6,000.00
14	SIDEWALK CURB > 6"	0	LFT	\$20.00	0.00	\$0.00	75.00	\$1,500.00

		Period Total Amount:	\$314,470.71	Amount to Date:	\$689,661.94
			Earnings This Period:	\$314,470.71	
Original Contract Amount:	\$549,446.00				
Change Order No.1:	\$1,500.00		Total Earnings to Date:	\$689,661.94	
Change Order No.2:	\$181,597.50				
Change Order No. 3:	-\$42,881.56		Less Retainage:	\$10,000.00	
New Contract Amount:	\$689,661.94		Net Earned:	\$679,661.94	
			Deductions:	\$0.00	
			Balance:	\$679,661.94	
			Payments to Date:	\$338,564.05	
		AMOUNT DUE MATTIOLI CEMENT COMPANY:		\$341,097.89	

Accepted By: john mattioli
john mattioli (May 23, 2025 19:02 EDT)
Mattioli Cement Company

Date: 05/23/2025

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

Date: 05/27/2025

CHANGE ORDER

PROJECT:	2024-2025 MISCELLANEOUS CONCRETE PROJECT	JOB NUMBER:	M-773
OWNER:	CITY OF OAK PARK, MICHIGAN	CHANGE ORDER NO.:	3
CONTRACTOR:	MATTIOLI CEMENT COMPANY 6085 MCGUIRE ROAD FENTON, MI 48430	PAGE:	1

TO THE CONTRACTOR:

You are hereby directed to comply with the changes/extras to the contract documents.
This change order reflects work completed or anticipated. Further documentation supporting these changes is on file with the City Engineer.

THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	TOTAL Amount
1	REMOVE CONCRETE PAVEMENT, MODIFIED SP	7,850	SYD	\$11.71	401.39	8,251.39	\$4,700.28
3	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD	5,000	SFT	\$6.00	103.17	5,103.17	\$619.02
5	CONCRETE PAVEMENT, 24" CURB & GUTTER SECTION NON- REINF. 9" CONC. MOD	50	LFT	\$36.00	149.90	199.90	\$5,396.40
7	AGGREGATE BASE UNDER 4"& 6" & 9" CONC. (6" 21AA CR LIMESTONE)	200	SYD	\$9.00	4,683.82	4,883.82	\$42,154.38
8	ADJUST DRAINAGE STRUCTURES	10	EACH	\$225.00	1.00	11.00	\$225.00
9	CAST IN PLACE DETECTABLE/ TACTILE WARNING SURFACE MODIFIED	120	SFT	\$26.00	50.00	170.00	\$1,300.00
TOTALS							\$54,395.08

THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Decreased Quantity	Quantity to Date	TOTAL Amount
2	CONCRETE PVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	7,850	SYD	\$60.00	-628.16	7,221.84	-\$37,689.60
4	SIDEWALK CONC. NON-REINF. 6" SIDEWALK/ DRIVE APPROACH MOD.	5,000	SFT	\$6.50	-859.33	4,140.67	-\$5,585.65
6	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR. LIMESTONE)	7,650	SYD	\$9.00	-5,315.71	2,334.29	-\$47,841.39
10	SANITARY MANHOLE 1040A FRAME AND COVER	5	EACH	\$880.00	-3.00	2.00	-\$2,640.00
11	CATCH BASIN 5080M3 6 HOLE FRAME AND COVER	5	EACH	\$880.00	-4.00	1.00	-\$3,520.00
TOTALS							-\$97,276.64

SUMMARY

Total Increase	\$54,395.08
Total Decrease	-\$97,276.64
Total for Change Order No.3:	-\$42,881.56

Contract Amount	\$549,446.00
Change Order No. 1:	\$1,500.00
Change Order No.2:	\$181,597.50
Change Order No. 3:	-\$42,881.56
New Contract Amount:	\$689,661.94

john mattioli

john mattioli (May 23, 2025 19:02 EDT)

Mattioli Cement Company

05/23/2025

Date

Kara M. Grisamer

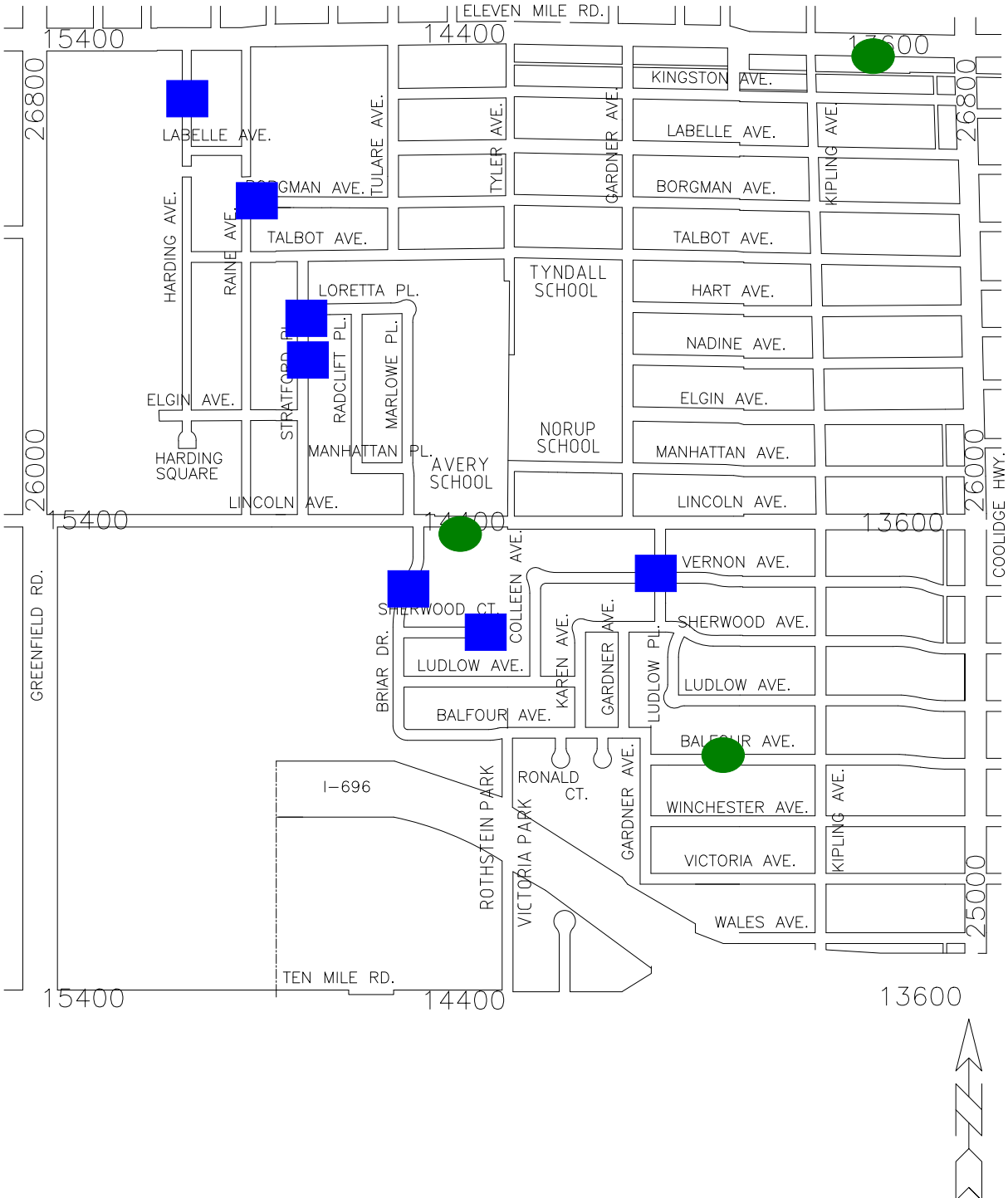
Kara Grisamer, City Engineer

05/27/2025

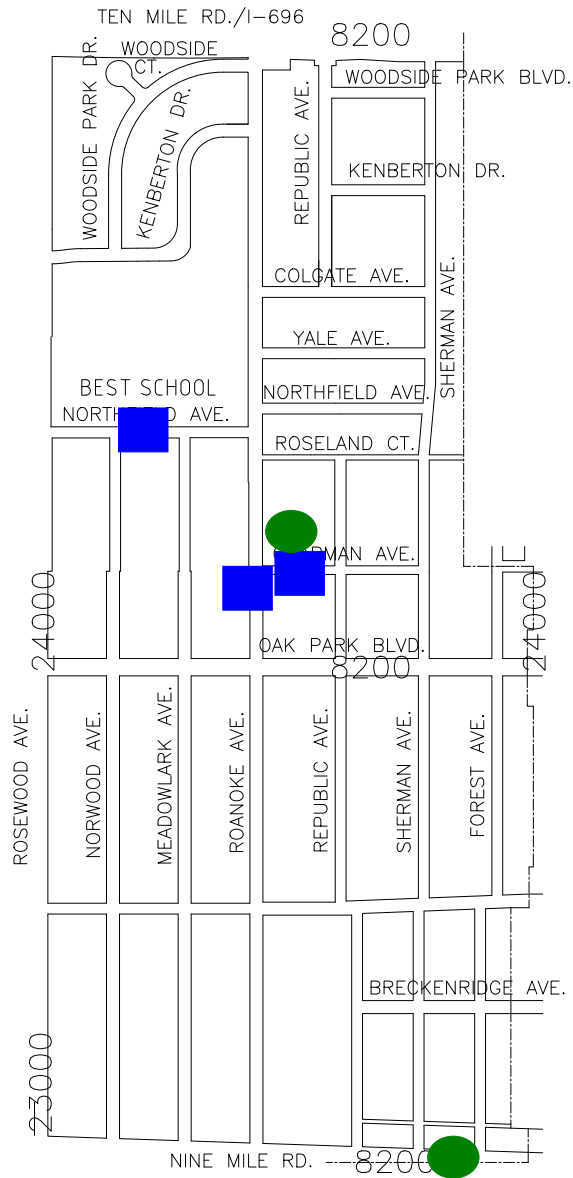
Date

***Reviewed by and recommended for approval by City Council**

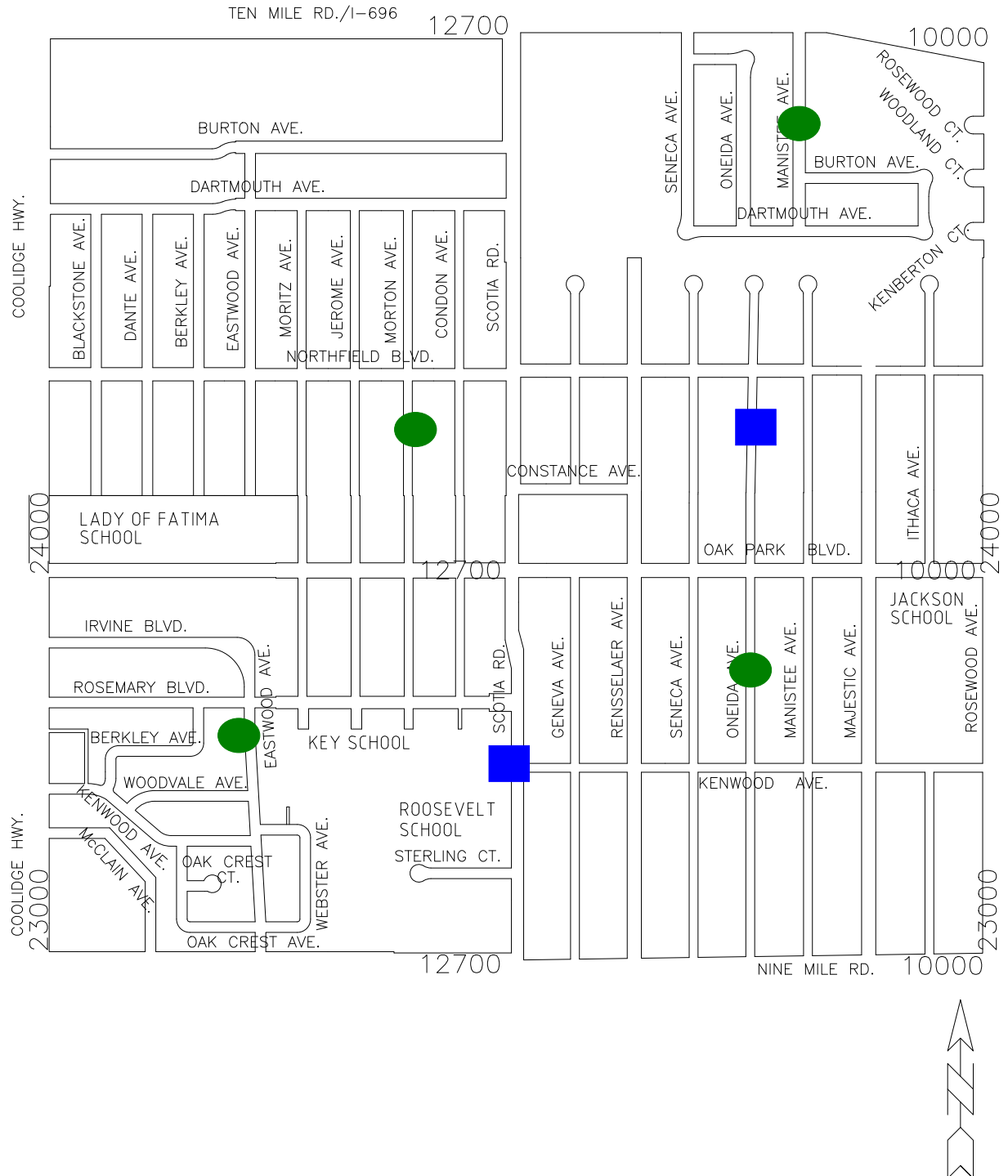
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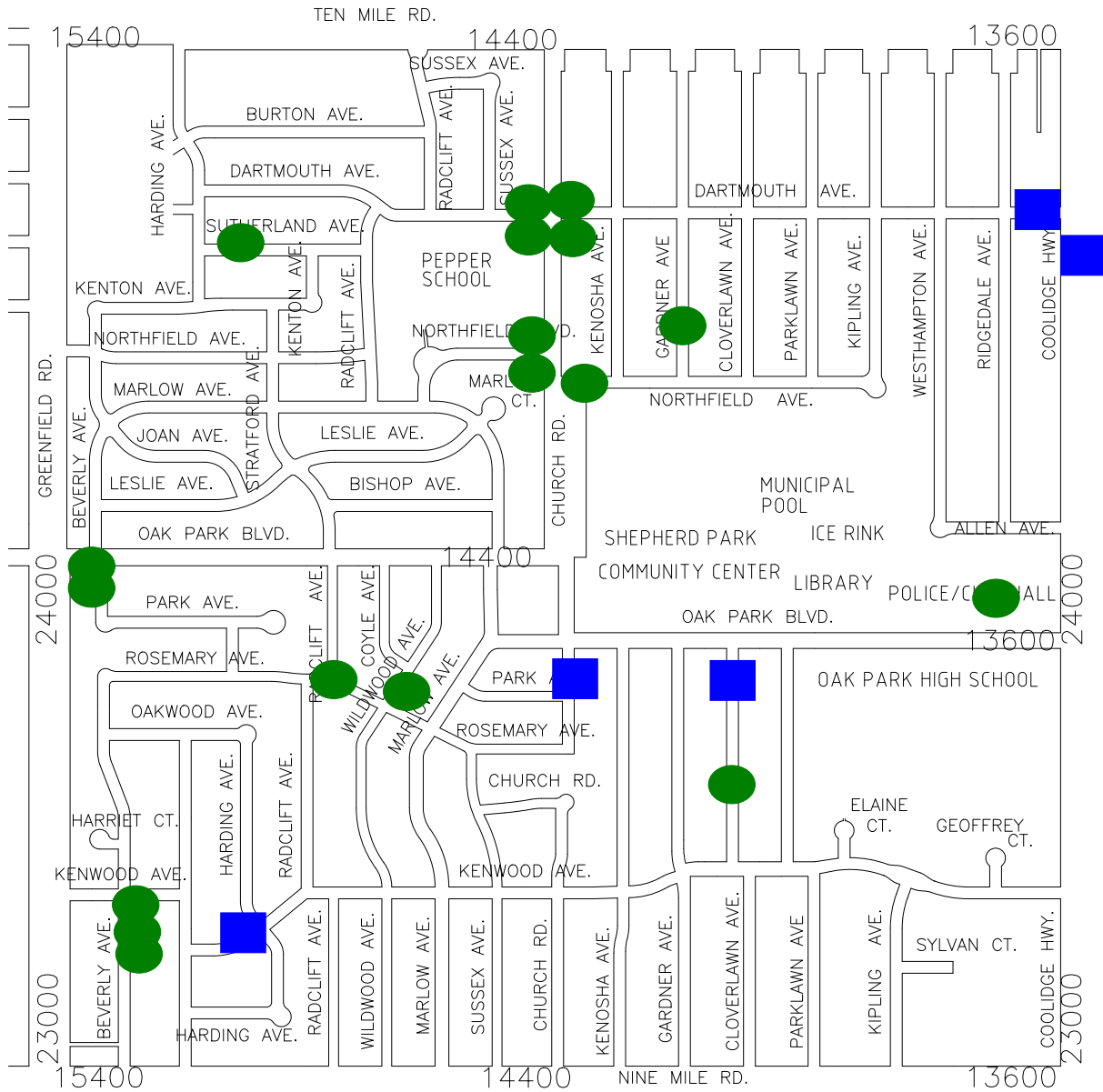
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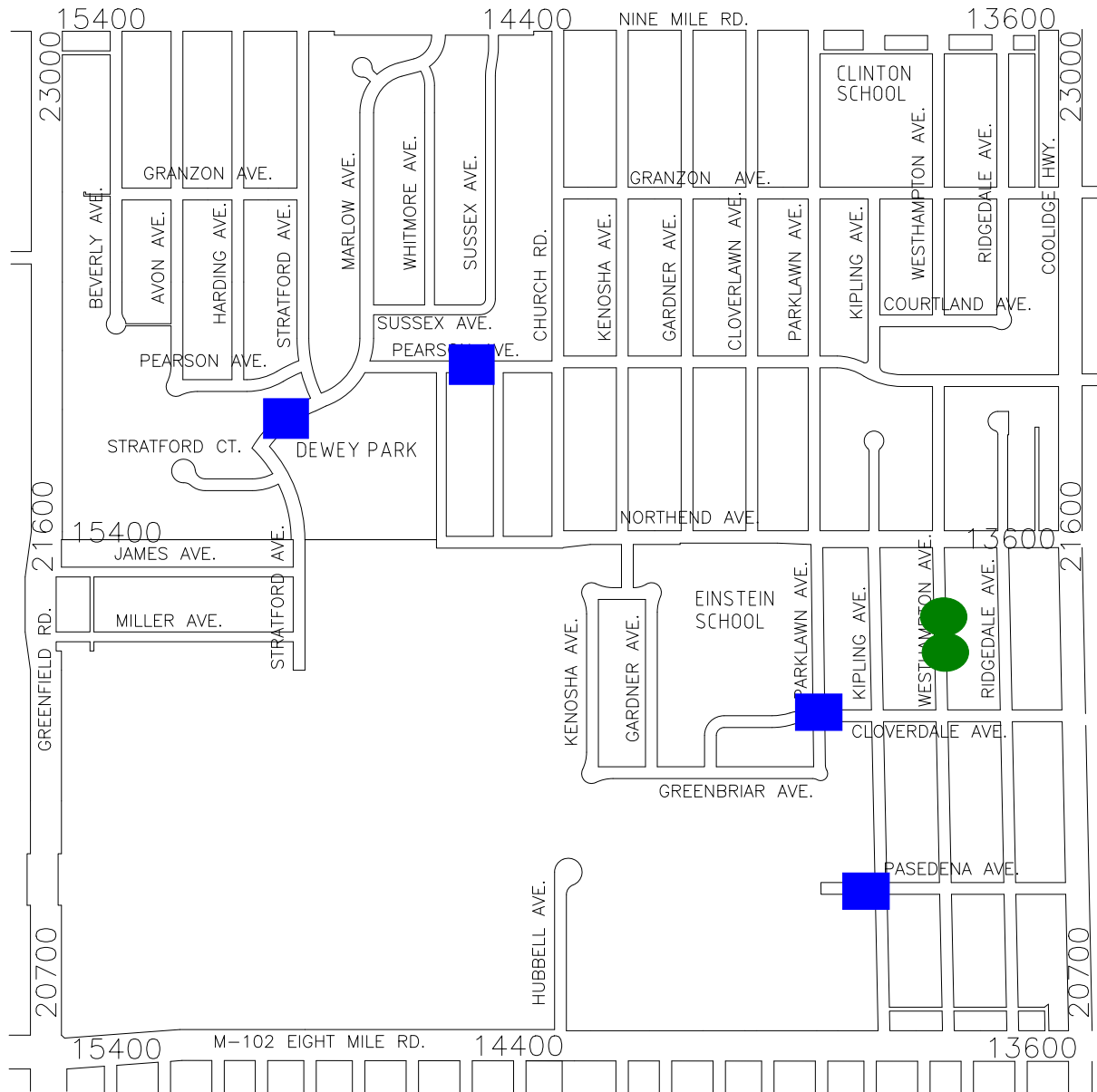
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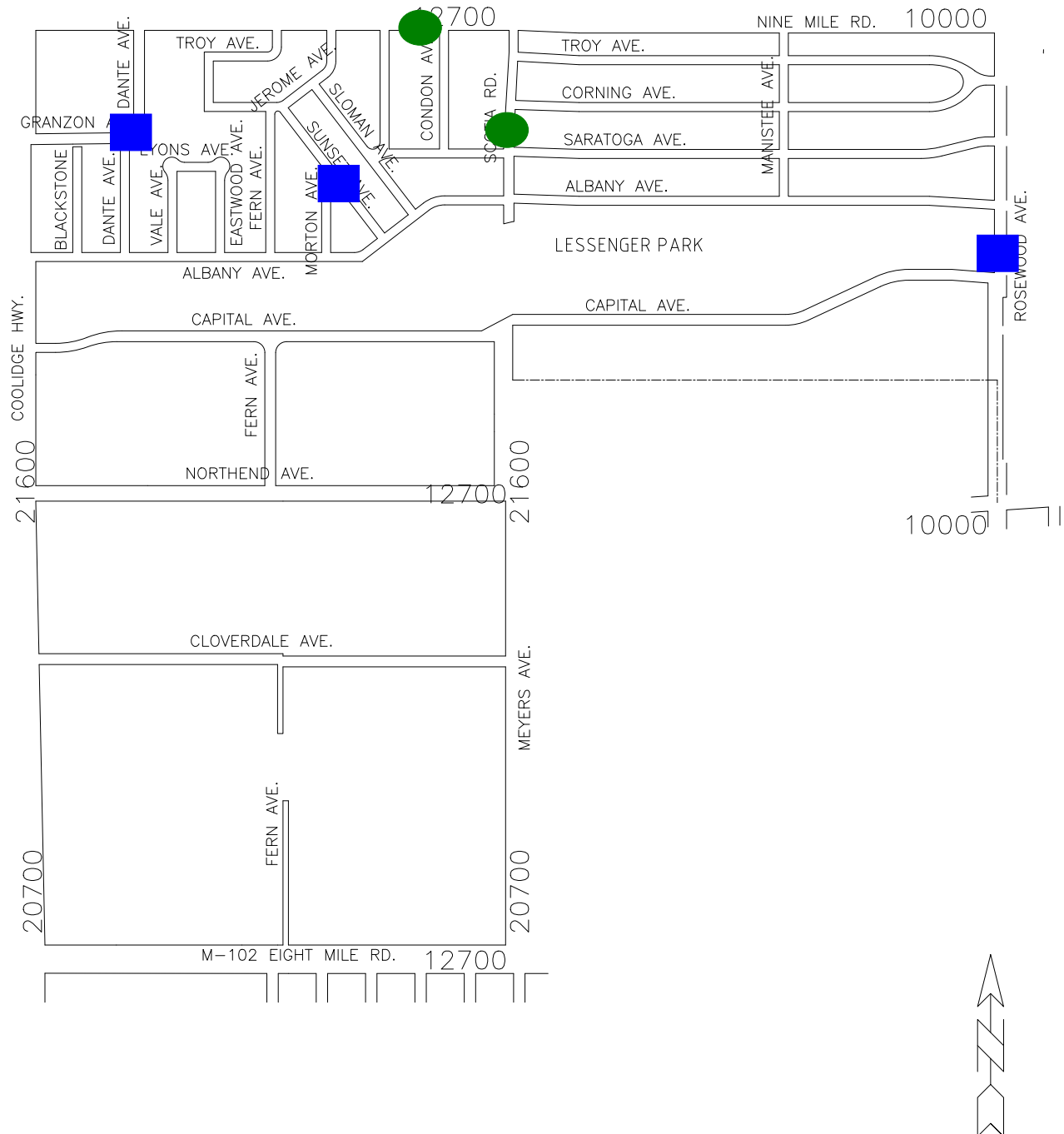
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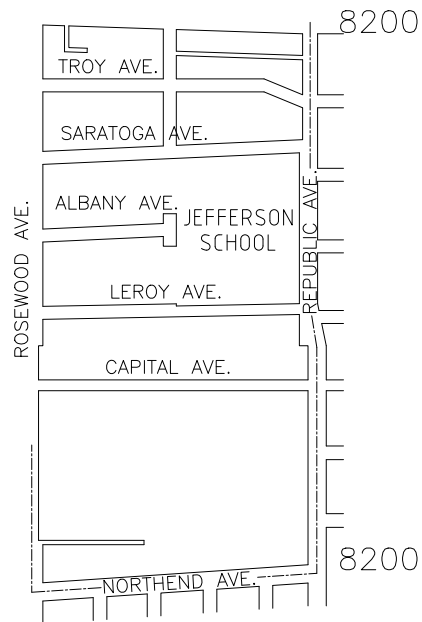
SECTION 31



SECTION 32



SECTION 33





CITY OF OAK PARK, MI STAFF REPORT

5.E

AGENDA FOR: June 4, 2025

SUBJECT: Payment of invoices from OHM Advisors for Engineering Consulting Services for the total amount of \$8,845.00.

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>This Period</u>	<u>Prior Billings</u>	<u>To Date</u>	<u>Current Contract</u>	<u>Account Number</u>
Water GIS Support - March & April 2025	\$145.00	\$9,753.25	\$9,898.25	\$11,500.00	66% - 592-18.538-801 34% - 202-18.479-801
Pavement Marking App Support	\$0.00	\$2,228.25	\$2,228.25	\$2,500.00	202-18.479-801
Tree Inventory App Support	\$0.00	\$4,998.25	\$4,998.25	\$5,000.00	202-18.479-801
Nine Mile - Coolidge Intersection Study	\$8,700.00	\$0.00	\$8,700.00	\$65,000.00	251-000.00-801.000
Totals	\$8,845.00	\$16,979.75	\$25,824.75	\$84,000.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$8,845.00. Funding is available in the above listed accounts.

EXHIBITS:

1. DPW GIS Application Development_88300
2. Nine Mile - Coolidge Intersection Study_88301

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: 05/13/2025
Invoice #: 88300
Project: 0037240020

Project Name: DPW GIS Application Development
GIS Layer updates and Tree program review

For Professional Services Rendered Through: May 03, 2025

Professional Services

1A: General Water Department GIS Support	\$145.00
1B: Pavement Markings - Field Map and Dashboard Development	\$0.00
1C: Tree Inventory / Restoration - Field Map and Dashboard Development	\$0.00
Amount Due This Invoice	\$145.00

Invoice Total \$145.00

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: 05/13/2025
Invoice #: 88300
Project: 0037240020

Project Name: DPW GIS Application Development

1A: General Water Department GIS Support
Professional Services

	Hours	Rate	Amount
Design Technician III	1.00	145.00	\$145.00
Professional Services Subtotal	1.00		\$145.00
1A: General Water Department GIS Support Total:	1.00		\$145.00
Total Backup:	1.00		\$145.00

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: 05/13/2025

Invoice #: 88301

Project: 0037250010

Project Name: Nine Mile - Coolidge Intersection Study**For Professional Services Rendered Through: May 03, 2025****Fee Services**

	Contract Amount	Percent Complete	Fee Earned	Prior Billings	Current Billings
1 - Project Kick Off	\$1,000.00	100.00%	\$1,000.00	\$0.00	\$1,000.00
2 - Discovery	\$22,000.00	35.00%	\$7,700.00	\$0.00	\$7,700.00
3 - Intersection Alternatives	\$24,000.00	0.00%	\$0.00	\$0.00	\$0.00
4 - Final Study Report	\$18,000.00	0.00%	\$0.00	\$0.00	\$0.00
	\$65,000.00		\$8,700.00	\$0.00	\$8,700.00

Invoice Total**\$8,700.00**



CITY OF OAK PARK, MI STAFF REPORT

5.F

AGENDA FOR: June 4, 2025

SUBJECT: 3rd Quarter FY 2024-25 Investment Report

DEPARTMENT: Finance/Assessing

FROM: Saundra Crawford, Director of Finance

SUMMARY: See attachment

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Receive and file the report

EXHIBITS:

1. Investment Summary 3.31.25
2. Investment Report 3.31.25



CITY OF OAK PARK

Saundra Crawford, Director
Department of Finance

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

MEMORANDUM

Date: June 4, 2025

To: Erik Tungate, City Manager

From: Saundra Crawford, Finance Director
Carl Johnson, Financial Assistant

Re: Third Quarter FY 2024-25 Investment Report

The State of Michigan Public Act 213 of 2007 requires the City's investment officer to provide a written report quarterly to the governing body concerning the investment of all funds of the City that fall under Public Act 20. Public Act 20 governs how non-pension and non-OPEB funds can be invested. The attached report details the cash and investments (citywide for all funds) held by the City on March 31, 2025. The report includes a description of each investment by type, market and book values, current and yield to maturity interest rates and the number of days to maturity.

The third quarter investment report shows total citywide cash and investments of \$46,243,340 (market value) including cash in the operating account of \$1,433,415 (excluding outstanding checks and other adjustments), short-term investments in Investment Pools of \$36,965,578, money market of \$1,976,591, and long-term investments total \$5,867,756. The City has maximized investment return on short-term cash by maximizing the funds in the MiClass Investment Pool and minimizing the amount maintained in the checking and daily depository accounts. During this quarter, the majority of the funds continued to be invested in the investment pools as they provide the greatest yield and security while interest rates change due to inflation concerns. Longer-term investments purchased in previous quarters continue to experience the reversal of prior unrealized losses (due to interest rate reductions by the Feds). Investment income for the months of October through December 2024 included interest income of \$475,852 (\$478,390 third quarter FY 23/24) and realized/unrealized gains on investments of \$34,968 (loss \$6,667) third quarter FY 23/24).

During the second quarter, actual investment returns were excellent with the higher interest rates with an approximate yield of 4.3%. Yields are expected to continue to be reduced as the Feds has warned of possible interest rate decreases in the coming quarters.

City of Oak Park
Summary of Cash and Investments Held
"March 31, 2025

	<u>Maturity Date</u>	<u>Market Value</u>	<u>Book Value</u>	<u>% of Portfolio</u>	<u>Current Interest Rate</u>	<u>YTM @ Cost</u>	<u>Days to Maturity</u>	<u>Investment Broker</u>
Cash								
Huntington Bank - Collection		\$ 1,433,415	\$ 1,433,415	3.09%	0.0300%	0.0300%	1	Huntington
Huntington Bank - Accounts Payable		-	-	0.00%	0.0300%	0.0300%	1	Huntington
Huntington Bank - Payroll		-	-	0.00%	0.0300%	0.0300%	1	Huntington
Money Market								
Fifth Third - Money Market		1,955,071	1,955,071	4.22%	4.2000%	4.2000%	1	Fifth Third
Comerica Securities - Money Market		-	-	0.00%	0.3000%	0.3000%	1	Comerica
Huntington Bank - Money Market		21,520	21,520	0.05%	4.2640%	4.2640%	1	Huntington
Government Securities								
Federal Home Loan BA SER BJ-9025	11/17/2025	562,465	570,000	1.23%	0.7500%	0.7500%	231	Fifth Third
Federal Home Loan BA SER L5-2025	12/26/2025	487,930	495,000	1.07%	0.9000%	0.9000%	270	Fifth Third
Federal Home Loan BA SER E6-9026	2/18/2026	979,010	992,000	2.14%	1.7500%	1.7500%	324	Fifth Third
Federal Home Loan BA SER F1-9026	2/24/2026	1,424,233	1,443,475	3.11%	1.1250%	1.1250%	330	Fifth Third
Municipal Bonds								
Michigan Fin Auth Rev Taxable Hosp Ref	12/1/2030	427,648	483,147	1.04%	2.9540%	2.9540%	1794	Comerica
Certificate of Deposits								
Capital One Natl Assn	8/18/2025	996,330	1,000,000	2.16%	3.3000%	3.3000%	139	Fifth Third
Capital One Natl Assn	8/17/2026	990,140	1,000,000	2.16%	3.3500%	3.3500%	503	Fifth Third
Commercial Paper								
Investment Pool								
Local Government Investment Pool		36,965,354	36,965,354	79.74%	4.6870%	4.6870%	1	MICLASS
Oakland County Investment Pool		<u>224</u>	<u>224</u>	<u>0.00%</u>	<u>3.8800%</u>	<u>3.8800%</u>	1	Oakland County
Total		<u>\$ 46,243,340</u>	<u>\$ 46,359,206</u>	<u>100.00%</u>				



CITY OF OAK PARK, MI STAFF REPORT

5.G

AGENDA FOR: June 4, 2025

SUBJECT: Budget to Actual Report for period ending 3-31-25

DEPARTMENT: Finance/Assessing

FROM: Saundra Crawford, Director of Finance

SUMMARY: See attachment

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: To receive and file report

EXHIBITS:

1. Memo 3.31.25 Budget to Actual Report
2. Council Report 3.31.25



CITY OF OAK PARK

Saundra Crawford, Director
Department of Finance

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

MEMORANDUM

Date: June 4, 2025

To: Erik Tungate, City Manager

From: Saundra Crawford

Re: 3rd Quarter Budget to Actual Report, General Fund

The purpose of this memorandum is to highlight fiscal year-to-date revenue and expenditure activity through the third quarter ending March 31, 2025 (see attached report for budget-to-actual by department activity for the General Fund only). Through the second quarter, generally, revenues and expenditures should represent 75% of the annual budget.

GENERAL FUND

REVENUES

Total revenues through the third quarter total approximately \$23.1 million, representing approximately 91% of the annual budget. Overall revenues are on track with budget with the following items of note:

- Property Tax Revenue – City property tax levies are billed July 1 and payable in full without penalty by August 31, 2024. As of the end of the second quarter approximately 97% of the taxes billed had been paid. Any unpaid real property taxes will be purchased from the City by Oakland County in May 2025. Property tax revenue is the primary reason the overall revenues are at 91% to date.
- Intergovernmental Revenue (State Revenue Sharing) – The City receives six bi-monthly payments annually for state-shared revenue. The third quarter report reflects three fiscal 2025 payments as the August 31, 2025, payment by statute is included as part of the June 30, 2025 revenues. The City will receive payments on April 30, June 30 and August 31 (2025) related to the current fiscal year. The estimated annual revenue included in the budget totals \$4,403,417.

- Fines and forfeiture revenue received from the 45th District Court is budgeted for a total of \$1,035,000 of which \$836,099 or 81% was received in through the third quarter. Overall court revenue continues to be less than prior year due the reduced number of tickets written by all communities. The court has done a good job maintaining their costs but the City's net contribution continues to increase. The revenue received is used to offset a portion of the court's operating costs. Finance will continue to monitor both the court revenue and expenditure budgets and amended as necessary.
- Cable franchise fee revenue is budgeted at \$410,000 and includes three quarterly installment totaling \$247,677.

EXPENDITURES

Total expenditures through the third quarter total approximately \$19.1 million, representing approximately 72% of the annual budget. Overall, departmental expenditure budgets are on track with the following items of note (departments over 75%):

- The Elections Department at 88% due to the timing of the elections both occurring during the first three quarters of the fiscal year.
- The Management Information Department is at 89% of their budget due to the payment of many of the annual license agreements in the beginning of the fiscal year. The overall budget is in line with the current annual projections.
- Municipal Services – Engineering and Inspections Department are at 95% and 86%, respectively primarily due to fewer expenditure allocations to other funds through the first three quarters of the fiscal year.
- The recreation departments had balances in prior year and have no balances in the current year as all recreation activity is now recorded in a new, dedicated special revenue fund.

The final audited Fiscal Year End 2023-24 statements show an increase in fund balance of \$504,710. Overall, the City ended year the fiscal year decreasing fund balance slightly (net \$21,620) as projects budgeted but not completed in fiscal 2024 were included in a rollover budget request in Budget Amendment #2025-1 totaling \$526,330. Overall, the General Fund operations are in line with the annual budget. The projected fund balance remains at the targeted level of 17% of annual expenditures.

ACCOUNT DESCRIPTION	END BALANCE 06/30/2024 NORM (ABNORM)	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	YTD BALANCE 03/31/2025 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND						
00.000 - NONE	22,899,876.58	19,048,784.00	19,392,384.00	17,114,352.31	2,278,031.69	88.25
17.345 - PUBLIC SAFETY	5,695,962.71	6,127,853.00	6,127,853.00	6,023,324.06	104,528.94	98.29
19.752 - RECREATION ADMINISTRATION	284,401.54	0.00	0.00	(127.94)	127.94	100.00
TOTAL REVENUES	28,880,240.83	25,176,637.00	25,520,237.00	23,137,548.43	2,382,688.57	90.66
10.101 - CITY COUNCIL AND MAYOR	66,087.16	87,800.00	94,455.00	48,442.88	46,012.12	51.29
11.172 - CITY MANAGER	657,799.82	658,400.00	709,700.00	488,177.00	221,523.00	68.79
11.270 - HUMAN RESOURCES	285,973.21	309,317.00	313,612.00	217,428.07	96,183.93	69.33
11.611 - ECONOMIC DEVELOPMENT	222,593.04	193,609.00	253,609.00	113,845.94	139,763.06	44.89
12.258 - MANAGEMENT INFORMTN SERVICE	482,609.46	404,441.00	404,441.00	359,784.80	44,656.20	88.96
13.210 - CITY ATTORNEY	244,859.92	289,600.00	289,600.00	210,702.25	78,897.75	72.76
13.229 - PROSECUTING ATTORNEY	78,000.00	81,000.00	81,000.00	52,000.00	29,000.00	64.20
14.191 - ELECTIONS	327,386.72	321,288.00	339,288.00	299,692.55	39,595.45	88.33
14.215 - CITY CLERK	149,945.69	153,277.00	153,277.00	102,864.78	50,412.22	67.11
15.201 - FINANCE & ADMIN SERVICES	622,665.90	568,503.00	575,303.00	454,548.94	120,754.06	79.01
16.371 - MUNICIPAL SERVICES - INSPECTIONS	868,792.30	883,240.00	1,023,540.00	882,389.75	141,150.25	86.21
16.401 - MUNICIPAL SERVICES - ADMIN	350,575.52	254,444.00	604,444.00	242,822.27	361,621.73	40.17
16.447 - MUNICIPAL SERVICES - ENGINEERING	61,173.76	46,749.00	46,749.00	44,243.45	2,505.55	94.64
16.448 - MUNICIPAL SERVICES - STREET LIGHTIN	484,046.36	455,000.00	500,000.00	333,048.35	166,951.65	66.61
17.345 - PUBLIC SAFETY	13,713,149.69	13,120,926.00	13,251,615.00	9,986,806.16	3,264,808.84	75.36
17.346 - PUBLIC SAFETY K-9	249,791.25	245,313.00	305,313.00	248,000.98	57,312.02	81.23
18.265 - BUILDING MAINTENANCE	961,165.11	911,444.00	1,129,967.00	788,016.35	341,950.65	69.74
18.441 - DPW ADMINISTRATION	16,748.69	21,000.00	21,000.00	11,507.78	9,492.22	54.80
18.443 - SHEPHERD PARK	96,445.10	141,200.00	141,200.00	53,985.10	87,214.90	38.23
18.444 - OTHER PARKS FORESTRY	103,483.63	108,000.00	190,665.00	76,819.34	113,845.66	40.29
19.752 - RECREATION ADMINISTRATION	700,040.10	0.00	0.00	0.00	0.00	0.00
19.753 - ATHLETICS	19,743.50	0.00	0.00	0.00	0.00	0.00
19.754 - OUTDOOR ACTIVITIES	120,764.02	0.00	0.00	0.00	0.00	0.00
19.755 - INSTRUCTIONAL CLASSES	20,764.50	0.00	0.00	0.00	0.00	0.00
19.756 - SPECIAL RECREATION EVENTS	78,995.47	0.00	0.00	0.00	0.00	0.00
19.757 - SWIMMING POOL	161,451.29	0.00	0.00	0.00	0.00	0.00
19.776 - SENIOR SERVICES	55,757.99	0.00	0.00	0.00	0.00	0.00
21.890 - NON DEPARTMENTAL	6,746,350.74	5,460,011.00	5,460,011.00	3,724,197.25	1,735,813.75	68.21
22.806 - COMMUNICATIONS & PUBLIC INFORM	428,370.96	462,075.00	487,075.00	362,064.72	125,010.28	74.33
TOTAL EXPENDITURES	28,375,530.90	25,176,637.00	26,375,864.00	19,101,388.71	7,274,475.29	72.42
TOTAL REVENUES	28,880,240.83	25,176,637.00	25,520,237.00	23,137,548.43	2,382,688.57	90.66
TOTAL EXPENDITURES	28,375,530.90	25,176,637.00	26,375,864.00	19,101,388.71	7,274,475.29	72.42
NET OF REVENUES & EXPENDITURES	504,709.93	0.00	(855,627.00)	4,036,159.72	(4,891,786.72)	471.72



CITY OF OAK PARK

OAK PARK PUBLIC LIBRARY

Mayor
Marian McClellan
Mayor Pro Tem
Shawn Whitehead
Council Members
Solomon Radner
Julie Edgar
Stephanie Crawford
City Manager
Erik Tungate

Oak Park Public Library- Library Board Meeting Minutes Tuesday, Mar 18, 2025 @ 6:30 Executive Conference Room in City Hall

- I. Call to Order – 6:31
 - II. Roll Call :
Noson Daitchman - Present
Cheryl Daniel - Present
Solomon Radner - Present
Ken Sherman - Present
Leslye Richie - Not present
Zakiya Hollifield - Present
Hilery Cash - Present
 - III. Approval of Agenda
Motion by Ken
Second by Zakiya
 - IV. Approval of Feb 18, 2025, Meeting Minutes
Motion by Cheryl
Second by Hilery
 - V. Public Comment – 3 minutes maximum
No public present
 - VI. City Manager's Report
 - VII. Treasurer's Report
Motion by Ken to approve \$8,728.11 for February bills.
Second by Zakiya
Roll Call:
Noson – Y
Solomon – Y
Cheryl – Y
Ken – Y
Zakiya – Y
Hilery - Y
 - VIII. Library Director Report – Kimberly Schaaf
- Events:**
- February 21 – party for Langston Hughes based on the picture book by Jason Reynolds / partnering with Center for Success Network was a great success. Around 100 people attended, and many reported enjoying the event.
 - Technology instruction classes: iPhone, Android coming end of March

- Puzzle contest sponsored by Friends of the Library in January went well
- History helpers on March 12 was a huge success. Participants were long-time residents and former City employees. They had a wealth of information about the photos and their participation and input will make our online archives more detailed and more searchable.
- Youth vision screening in March (with Lions partnership) had 12 kids; 2 vision issues identified.
- Weekly toddler playgroup started in Feb in youth area has been popular.
- DIA field trip on March 23 is full.
- March 9 / Hosted a nonprofit youth dance group to perform The Giving Tree based on the book.
- Two author visits coming in April:
April 8 - The Grand Bargain (Judge Gerald Rosen), book about Detroit Bankruptcy.
April 30 – Rita Woods, speculative fiction author coming with partner Book Beat.

Library / Building Happenings:

- Oak Park was chosen as a Michigan Notable Book Tour stop. Author and artist, Amos Paul Kennedy, Jr. will be talking about his book Citizen Printer, featuring his artwork on June 25.
- Some of the chairs that were discussed in the previous meeting have been ordered.
- Dog inspections continue according to PM plan; No findings.

Staff-Related News:

- We hired a new Community Services and Reference Manager: Welcome, Emily Schwartz!

Incidents:

- One instance of vulgar language toward a staff member. Security asked the person to leave and they complied without further incident and have not returned.

A. Statistics – Kimberly answered questions about category definitions

IX. Committee Reports – Strategic Goals Committee - Tabled

X. Old Business

A. Afterschool Safety – No violent incidents this year to date. Topic of eliminating afterschool call-for-service period discussed. Security to remain.

B. Website / Logo – Update – In talks with City

C. CIA Capture – Deferring to City Manager

D. LEO Grant – May Notification now instead of March

E. Budget Review / FY25-26/26-27/27-28 – Distributed preliminary budgets with understanding that they may be subject to change. Discussed overall changes. Examined fund balance. Preparing to vote on budget at April meeting.

XI. New Business

A. DEI – City / Library / Fed Impact (Topic raised @ Feb 18 meeting)

Library not currently affected; however, services that may be removed include the following: State-wide borrowing and State-wide databases (Mel.org), staff professional development opportunities, grant opportunities, e-Rate reimbursement.

B. Welcome, New Council Liaison, Council Member Solomon Radner

C. New Community Services and Reference Manager @ Library

We welcomed Emily Schwartz in March and are happy to have her become part of the team!

D. New Assistant City Manager to Community Services @ City

Welcome, Adam!

XII. Friends of the Library Report

The Friends participation is low. In May there will be a volunteer round-up right before the book sale. They had a bag-of-books sale last week and made around \$240.

XIII. Adjournment – 7:48

Ken made motion

Hilery seconded

Next meeting: April 15, 2025 / 6:30



CITY OF OAK PARK

OAK PARK PUBLIC LIBRARY

Mayor
Marian McClellan
Mayor Pro Tem
Shawn Whitehead
Council Members
Solomon Radner
Julie Edgar
Stephanie Crawford
City Manager
Erik Tungate

Oak Park Public Library- Library Board Meeting Minutes Tuesday, Apr 15, 2025 @ 6:30 Executive Conference Room in City Hall

- I. Call to Order – 6:33
- II. Roll Call:
 - Noson - Present
 - Cheryl - Present
 - Solomon – Not Present
 - Zakiya – Not Present
 - Ken - Present
 - Leslye - Present
 - Hilery - Present
- III. Approval of Agenda
 - Motion by: Ken
 - Second by: Hilery
 - Pass unanimously
- IV. Approval of Mar 18, 2025, Meeting Minutes
 - Motion by: Ken
 - Second by: Cheryl
 - Pass unanimously
- V. Public Comment – 3 minutes maximum
 - Carol Taylor, Oak Park, member of Friends of Library, general greeting.
 - Wil McCann, long-time resident of Oak Park, general greeting.
- VI. City Manager’s Report – Erik Tungate submitted report read aloud by Kimberly Schaaf
- VII. Treasurer’s Report
 - Motion to approve treasurer’s report in amount of \$8,036.76 by Cheryl. Ken second.
 - Noson - Yes
 - Cheryl - Yes
 - Solomon – Not Present
 - Zakiya – Not Present
 - Ken - Yes
 - Leslye - Yes
 - Hilery - Yes
- VIII. Library Director Report – Kimberly Schaaf
 - A. Events / Library Happenings / Mar - Apr Incidents

Directors Report - April/May 2025

Events:

- Two author visits in April:
April 8 - The Grand Bargain (Judge Gerald Rosen), book about Detroit Bankruptcy was very interesting!
April 30 – Rita Woods, speculative fiction author coming with partner Book Beat.
- May – Pollinator Gardens program
- Recycled Moss Terrarium program aimed at youth and families as a partner of the Recycling and Conservation Commission on April 24.
- History Helpers continues.
- Friends Volunteer Round-up to try and boost Friends involvement May 8 @ 6:30
- Traditional large book sale happening May 14-18.
- Starting repeat programs:
 - Coloring with Friends / Every Wednesday 5:30 – 7pm
 - Needlework Neighbors / 2nd and 4th Thursdays @ 6:30

Library / Building Happenings:

- STEM grant for \$2000 awarded to OPPL by the Professional Association of Electrical Engineers for circulating science kits with a focus on engineers and electrical.
- Cameras are operational and have been utilized. Some improvements are being discussed with City Admin.

Staff-Related News:

- We will be posting a PT Clerk position due to a resignation.

Incidents:

- Two incidents:
 - Suspension of a patron regarding threatening behavior on April 2nd. Public safety was involved.
 - Suspension of a patron from Rec and Library by the City Manager for threatening behavior on April 9th. Public safety pursuing criminal charges.
-Questions regarding City Manager involvement in this particular incident. Answer: This suspension extended beyond the library and thus made CM involvement necessary.

B. Statistics reviewed. Higher new library card number because of classroom visits.

IX. Committee Reports – Strategic Goals Committee

Committee will consist of Hilery, Cheryl, Leslye from Library Board. Adam O. (Assist City Manager) will participate. Kimberly and other library staff members.

X. Old Business

- A. Afterschool Safety: Staff feel that it's important to leave the call-for-service period in place on school days next year. Re-visit the policy after the City complex changes have happened. Cameras have been installed.
- B. Website / Logo – Library Director met with Comms Director. More information in May regarding this.
- C. CIA Capture – Library Director met with City Manager regarding questions about the library board sending the CIA a written request to reimburse the library over a period of time for mistakenly taken funds. Discussion about options and possible outcomes. Board agreed to remove from agenda and accept that the library will not be receiving the funds mistakenly taken.
- D. Fed Impact on Budget/Services – Kimberly will attend directors meeting with Library of Michigan on April 24th. Communications regarding possible outcomes have not been made public yet. After more information is received about definitive dates, public info will be released.

XI. New Business

- A. Budget Approval for FY25-26, 26-27, 27-28

Discussion about financial authority and the process of preparing the budget. Discussion about years 2 and 3 capital outlay. Ken stated for the record that he feels security should in part be paid for by the City and School District.

Motion to approve budget

Motion by: Hilery

Second by: Leslye

Discussion:

Noson - Yes

Cheryl - Yes

Solomon – Not Present

Zakiya – Not Present

Ken - Yes

Leslye - Yes

Hilery - Yes

- B. Online archives “Take-Down Policy” – Discussion of online archives and the process of a public person requesting we remove something due to privacy or copyright reasons. Cheryl and Ken brought up liability. Ken suggested the wording “business days” in last paragraph. Kimberly amended to reflect the change.

Motion by Cheryl to approve the policy.

Second by Ken. Unanimously approved.

- C. Printing costs – Discussion of need for new printer and rising supply costs. The photo copier print cost has never increased in the history of the library. Currently photocopier is .10 and computer printing is .15.

Motion to increase the photocopier machine cost from .10 to .15

Second by Hilery.

Noson - Yes

Cheryl - Yes

Solomon – Not Present

Zakiya – Not Present

Ken - Yes

Leslye - Yes

Hilery – Yes

This will take place at the start of the new fiscal year (July 1)

- D. Donation Recognition – Ken Sherman (Donated April 1, 2025) – Ken donated in honor of his dog Duster for purpose of enhancing our collection.
- E. FY24-25 4th Qtr Budget Amend re: Sherman Donation

Motion to increase donation revenue line by \$1500 and expenditure line (supplies – donation) by \$1500.

Motion by: Ken

Second by: Leslye

Noson - Yes

Cheryl - Yes

Solomon – Not Present

Zakiya – Not Present

Ken - Yes

Leslye - Yes

Hilery - Yes

-
- F. Webinar – Ken Sherman attended MLA webinar on March 12 called Libraries and Immigration Rights presented by Immigration Lawyers. Libraries should separate their public and private space so that they cannot access staff-only areas. Kimberly pointed out that we already observe this practice and that library privacy laws are followed at the library.
- XII. Friends of the Library Report
Having a sale May 14 – 18.
Having a volunteer round up May 8th at 6:30 and in-person meeting in room 4.
- XIII. Adjournment – 8:04
Moved by: Ken
Second by: Leslye

Next meeting: May 20, 2025 / 6:30

**CITY OF OAK PARK
BEAUTIFICATION ADVISORY COMMISSION
MEETING MINUTES
September 17, 2024**

Meeting held at the Community Center at 7:00pm in Room Four

1. THE MEETING WAS CALLED TO ORDER AT 7:00 PM

2. ROLL CALL:

PRESENT: Chairperson Lonnie Tabb-Upshaw, Vice-Chairperson Santhia Guinn, Chrystal Wagner, Deborah Williamson, Florence Piernas, Idella Bailey, and Public Works Liaison David DeCoster.

ABSENT: Mayor Pro-Tem Carolyn Burns, Mattie Boykin, Michella Perry

OTHERS: Skylah Pounds, Administrative Clerk, City of Oak Park

3. APPROVAL OF THE AGENDA

Motion to approve the agenda by Santhia Guinn, seconded by Deborah Williamson.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

4. APPROVAL OF MINUTES:

Motion to approve the meeting minutes for April 16, 2024 by Santhia Guinn, seconded by Deborah Williamson.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Motion to approve the meeting minutes for June 18, 2024 with the correction from Deborah Williamson absence by Deborah Williamson, seconded by Santhia Guinn.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

5. CITY LAISION UPDATE

David DeCoster introduced new Commission member Florence Piernas and Public Works Administrative Clerk, Skylah Pounds. David also gave an update on the Beautification effort around the city, the

6. CONSIDERATION OF OLD BUSINESS

A. A discussion was held regarding the 2024 BAC Award Ceremony. Discussions included:

a. Date Change – October 28th or November 6

b. Sign Options – This year we will go this a 24” x 18” yard sign

**CITY OF OAK PARK
BEAUTIFICATION ADVISORY COMMISSION
MEETING MINUTES
September 17, 2024**

- c. Location – Due to higher numbers, we may move to the Community Center
- d. Speaker – Lonnie to check with the speaker on the new date
- e. Snacks – All Commissioners to sign up for snacks

7. NEW BUSINESS

A. A discussion was held regarding the 2025 event and the proposed dates:

- a. Flower Sale – Sunday, May 25, 2025
- b. Flower Exchange – September 28, 2025
- c. Floral Tea – Friday, August 2, 2025
- d. BAC Awards – TBD

The Commission asked David to reach out to see if the Community Center is available on the dates listed above.

Specific details for the 2025 events will be discussed at the December 2024 regular Commission meeting.

8. PUBLIC COMMENTS

- No public present at this meeting.

9. COMMISSIONER COMMENTS

- Santhia asked a question about membership and how it works.

10. ADJOURNMENT

Moved to adjourn at 7:46pm by Chrystal Wagner, seconded by Deborah Williamson.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Minutes prepared by David DeCoster

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
August 15, 2024**

Meeting held at the Community Center at 7:00pm in Room two

- **THE MEETING WAS CALLED TO ORDER AT 7:00 PM**

- **ROLL CALL:**

PRESENT: Chairperson Leslie Ellis, Vice Chairperson Jonathan Nachman
Commission members: Ken Sherman, Steven gold, Clarissa Clemons,
Richard Readus, Edna Rubin, Al Lewis, Solomon Radner and Scott
LeMarbe.

ABSENT: Natalie Sturm

OTHERS PRESENT:

- **APPROVAL OF THE AGENDA**

Moved by Ken Sherman, seconded by Al Lewis to approve amended agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **APPROVAL OF MINUTES:**

Motion to approve the minutes of July 18, 2024. by Ken Sherman, seconded by Al Lewis.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **CONSIDERATION OF OLD BUSINESS**

1. SOCRRA Update:

- Scott gave SOCRRA updates and talked about Priority waste issues.

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
August 15, 2024

- The group would like to setup a tour of the SOCRRA facility.
- **NEW BUSINESS**
 - A. Chairperson led discussion on new topics.
 - The group discussed the jewelry project in collaboration with the library
 - Steven made a motion to approve \$53.55 for the jewelry project. Ken seconded the motion. All approved.
 - B. Communications report.
- **PUBLIC COMMENTS**
 - No public comments
- **COMMISSIONER COMMENTS**
 - Ken passed out magazines to the group.
 - The group talked about new energy options for the city.
- **ADJOURNMENT**

Motion by Steven Gold, seconded by Ken Sherman. to adjourn the meeting at 7:42 pm.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Minutes prepared by Scott LeMarbe

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
September 19, 2024**

Meeting held at the Community Center at 7:00pm in Room two

- **THE MEETING WAS CALLED TO ORDER AT 7:00 PM**

- **ROLL CALL:**

PRESENT: Chairperson Leslie Ellis, Vice Chairperson Jonathan Nachman
Commission members: Ken Sherman, Steven gold, Clarissa Clemons,
Natalie Sturm, Edna Rubin, Al Lewis, Solomon Radner and Scott
LeMarbe.

ABSENT: Richard Readus

OTHERS PRESENT:

- **APPROVAL OF THE AGENDA**

Moved by Sten Gold, seconded by Ken Sherman to approve amended agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **APPROVAL OF MINUTES:**

Motion to approve the minutes of August 15, 2024. by Ken Sherman, seconded by Jon
Nachman.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **CONSIDERATION OF OLD BUSINESS**

- Natalie advised that the vendor for the native flower sale is available for
05/25/2025
- Steven asked to remove the QR code for future events
- The flyer for the cleanup needs to be reviewed closer next year.

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
September 19, 2024

1. SOCRRA Update:

- Scott gave SOCRRA updates and talked about Priority waste issues.

- **NEW BUSINESS**

A. Chairperson led discussion on new topics.

- Steven asked to have Cleanup Event added to Agenda.
- Leslie asked to add a leadership update to the agenda

B. Communications report.

- **PUBLIC COMMENTS**

- No public comments

- **COMMISSIONER COMMENTS**

- The group talked about recycling and garbage challenges
- The group asked for an update on the EV charging stations.

- **ADJOURNMENT**

Motion by Edna Rubin, seconded by Al Lewis. to adjourn the meeting at 7:59 pm.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Minutes prepared by Scott LeMarbe

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
October 17, 2024**

Meeting held at the Community Center at 7:00pm in Room two

- **THE MEETING WAS CALLED TO ORDER AT 7:01 PM**

- **ROLL CALL:**

PRESENT: Chairperson Leslie Ellis, Vice Chairperson Jonathan Nachman
Commission members: Ken Sherman, Steven gold, Clarissa Clemons,
Natalie Sturm and Scott LeMarbe.

ABSENT: Richard Readus, Edna Rubin, Al Lewis and Solomon Radner

OTHERS PRESENT:

- **APPROVAL OF THE AGENDA**

Moved by Ken Sherman, seconded by Jon Nachman to approve amended agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **APPROVAL OF MINUTES:**

Motion to approve the minutes of September 15, 2024. by Ken Sherman, seconded by
Natalie Sturm

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **CONSIDERATION OF OLD BUSINESS**

- The group asked to move to elect a new Chairperson at the November meeting.
- Scott went over the Winterfest setup with the group and advised we will only be able to have two tables.
- Ken / Steven made a motion to approve the purchase of new t-shirts for the cleanup event. All approved.

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
October 17, 2024**

1. SOCRRA Update.

- **NEW BUSINESS**

- A. Chairperson led discussion on new topics.

- B. Communications report.

- **PUBLIC COMMENTS**

- No public comments

- **COMMISSIONER COMMENTS.**

- **ADJOURNMENT**

Motion by Ken Sherman, seconded by Natalie Sturm. to adjourn the meeting at 7:45 pm.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Minutes prepared by Scott LeMarbe

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
November 21, 2024**

Meeting held at the Community Center at 7:00pm in Room two

- **THE MEETING WAS CALLED TO ORDER AT 7:00 PM**

- **ROLL CALL:**

PRESENT: Chairperson Leslie Ellis, Vice Chairperson Jonathan Nachman

Commission members: Ken Sherman, Steven gold, Edna Rubin, Natalie
Sturm, Al Lewis and Scott LeMarbe.

ABSENT: Clarissa Clemons and Solomon Radner

OTHERS PRESENT:

- **APPROVAL OF THE AGENDA**

Moved by Al Lewis, seconded by Ken Sherman to approve amended agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **APPROVAL OF MINUTES:**

Motion to approve the minutes of October 17, 2024. by Ken Sherman, seconded by
Steven Gold

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **CONSIDERATION OF OLD BUSINESS**

- Leslie asked the group for Chairperson nominations – Ken nominated Natalie Sturm for the position Edna Rubin seconded the nomination. All voted yes, Natalie Sturm will be the new Chairperson at the December meeting.
- Scott talked about the SOCRRA update that was sent to the group.

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
November 21, 2024**

1. SOCRRA Update.

- **NEW BUSINESS**

A. Chairperson led discussion on new topics.

- Leslie reported to the group that Melissa from the library asked about the commission sponsoring an Earth Day event.
- Natalie asked what the book component of the event would be and if it relates to the commission.
- The group discussed different ideas for the library Earth Day project.

B. Communications report.

- **PUBLIC COMMENTS**

- No public comments

- **COMMISSIONER COMMENTS.**

- Edna shared info with the group about the value of trees.
- Natalie talked to the group about Winterfest and asked to have it added to the December agenda.

- **ADJOURNMENT**

Motion by Ken Sherman, seconded by Steven Gold. to adjourn the meeting at 8:00pm.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Minutes prepared by Scott LeMarbe

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
December 19, 2024**

Meeting held at the Community Center at 7:00 pm in Room two

- **THE MEETING WAS CALLED TO ORDER AT 7:10 PM**

- **ROLL CALL:**

PRESENT: Chairperson Natalie Sturm, Vice Chairperson Jonathan Nachman

Commission members: Ken Sherman, Steven gold, Edna Rubin, Leslie Ellis, Al Lewis, Richard Readus and Clarissa Clemons

ABSENT: Scott LeMarbe and Solomon Radner

OTHERS PRESENT:

- **APPROVAL OF THE AGENDA**

Moved by Ken Sherman, seconded by Al Lewis to approve amended agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **APPROVAL OF MINUTES:**

Motion to approve the minutes of November 21, 2024. by Steven Gold, seconded by Ken Sherman

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **CONSIDERATION OF OLD BUSINESS**

- Natalie Gave SOCRRA update.

- **NEW BUSINESS**

A. Chairperson led discussion on new topics.

- Natalie asks group about interest in rain barrel seminar
- The group discussed Richard's solar system.

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
December 19, 2024**

- Steven warns of solar scams.
- The group agreed to email Brittany Toth and invite her to the January meeting.
- The group will invite Melissa Connely to the February meeting.
- The group voted to approve \$125.00 for Library Earth Day project / All approved.

B. Communications report.

- **PUBLIC COMMENTS**

- No public comments

- **COMMISSIONER COMMENTS.**

- Steven on Ken Sherman being honored for his service to the city.
 - Jonathan requested to plan a trip to SOCRRA to tour the facility.

- **ADJOURNMENT**

Motion by Leslie Ellis, seconded by Ken Sherman. to adjourn the meeting at 8:00pm.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Minutes prepared by Scott LeMarbe

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
January 16, 2025**

Meeting held at the Community Center at 7:00pm in Room two

- **THE MEETING WAS CALLED TO ORDER AT 7:00 PM**

- **ROLL CALL:**

PRESENT: Chairperson Natalie Sturm, Vice Chairperson Jonathan Nachman

Commission members: Ken Sherman, Steven Gold, Edna Rubin, Leslie Ellis, Al Lewis, Richard Readus, Scott Lemarbe and Clarissa Clemons

ABSENT: Solomon Radner

OTHERS PRESENT: Brittany Toth

- **APPROVAL OF THE AGENDA**

Moved by Ken Sherman, seconded by Leslie Ellis to approve amended agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **APPROVAL OF MINUTES:**

Motion to approve the minutes of December 19, 2024. by Steven Gold, seconded by Ken Sherman

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **CONSIDERATION OF OLD BUSINESS**

- Scott Gave SOCRRA update.
- Communications Report

- i. Brittany Toth gave the communications report to the group and talked about her experience in the communications field. Brittany talked to the

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
January 16, 2025

group about timing of info, so she has advanced notice of when RECC
info needs to get out.

- **NEW BUSINESS**

A. Chairperson led discussion on new topics.

- The group asked to add a spring cleanup to the February agenda.
- Add Melissa Connolly to Agenda

- **PUBLIC COMMENTS**

- No public comments

- **COMMISSIONER COMMENTS.**

- Richard talked about microplastics leeching into food and his concern for removing plastics
- The group talked about how to educate residents on recycling
- The RECC participated in Winterfest with a pinecone craft event for the kids on January 28,2025

- **ADJOURNMENT**

Motion by Ken Sherman, seconded by Leslie Ellis. to adjourn the meeting at 8:20pm.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Minutes prepared by Scott LeMarbe

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
February 20, 2025**

Meeting held at the Community Center at 7:00pm in Room two

- **THE MEETING WAS CALLED TO ORDER AT 7:00 PM**

- **ROLL CALL:**

PRESENT: Chairperson Natalie Sturm, Vice Chairperson Jonathan Nachman

Commission members: Ken Sherman, Steven Gold, Edna Rubin, Al
Lewis, Stephanie Crawford, Scott Lemarbe and Clarissa Clemons

ABSENT: Richard Readus, Leslie Ellis

OTHERS PRESENT: Melissa Connolly

- **APPROVAL OF THE AGENDA**

Moved by Ken Sherman, seconded by Steven Gold to approve amended agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **APPROVAL OF MINUTES:**

Motion to approve the minutes of January 16, 2025. by Steven Gold, seconded by Ken
Sherman

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **CONSIDERATION OF OLD BUSINESS**

- Scott Gave SOCRRA update.

- **NEW BUSINESS**

A. Chairperson led discussion on new topics.

B. Melissa Connolly Talked to the group about the recycled moss terrarium project that
the RECC is doing with the library.

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
February 20, 2025**

C. The group picked a day to have the spring cleanup May 18, 2025

D. Natalie gave Communication report

- **PUBLIC COMMENTS**

- No public comments

- **COMMISSIONER COMMENTS.**

- The group introduced themselves to the new council member Stephanie Crawford and talked about some of the projects they are working on.
 - The group would like to add a city council report to the monthly agenda.

- **ADJOURNMENT**

Motion by Ken Sherman, seconded by Edna Rubin. to adjourn the meeting at 8:12pm.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Minutes prepared by Scott LeMarbe

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
March 20, 2025**

Meeting held at the Community Center at 7:00pm in Room two

- **THE MEETING WAS CALLED TO ORDER AT 7:04 PM**

- **ROLL CALL:**

PRESENT: Chairperson Natalie Sturm, Vice Chairperson Jonathan Nachman
Commission members: Ken Sherman, Steven Gold, Edna Rubin, Al
Lewis, Clarissa Clemons, Richard Readus, Leslie Ellis, Stephanie
Crawford, and Scott LeMarbe

ABSENT:

OTHERS PRESENT:

- **APPROVAL OF THE AGENDA**

Moved by Leslie Ellis, seconded by Steven Gold to approve amended agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **APPROVAL OF MINUTES:**

Motion to approve the minutes of February 20, 2025. by Ken Sherman, seconded by
Steven Gold.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

- **CONSIDERATION OF OLD BUSINESS**

- Scott Gave SOCRRA update.

- **NEW BUSINESS**

A. Chairperson led discussion on new topics.

B. The group selected Shepherd Park for the May cleanup.

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
March 20, 2025

C. Stephanie said she would give a council report at the next meeting.

D. Natalie Gave Communications Report.

- Natalie talked about having Lillian Dean come to a meeting and speak to the group.

- **PUBLIC COMMENTS**

- No public comments

- **COMMISSIONER COMMENTS.**

- Steven talked about having an invasive species cleanup.
 - Al Lewis is celebrating his 50th year living in Oak Park.
 - The group talked about the garden walk.
 - Leslie asked if the group could have input into the Elevate Oak Park project.

- **ADJOURNMENT**

Motion by Steven Gold, seconded by Ken Sherman. to adjourn the meeting at 8:12pm.

Vote: Yes: All

No: None

- **MOTION DECLARED ADOPTED**

Minutes prepared by Scott LeMarbe



CITY OF OAK PARK, MI STAFF REPORT

5.K

AGENDA FOR: June 4, 2025

SUBJECT: Request to remove Council Member Crawford from the Traffic Safety Board and appoint Council Member Edgar.

DEPARTMENT: City Clerk

FROM: Ed Norris, City Clerk

SUMMARY: Council Member Edgar has agreed to be the appointed council member to the Traffic Safety Board instead of Council Member Crawford. This will allow for a more equitable distribution of council board assignments.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Approve the appointment change.

EXHIBITS:

None

MERCHANT'S LICENSES - JUNE 4, 2025
(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
CUSTOM WHEEL SOLUTIONS LLC	13220 CLOVERDALE AVE	\$ 150.00	WAREHOUSE
NOVA 9 LLC	22153 COOLIDGE HWY	\$ 150.00	RETAIL
DASH MAIL & SHIPPING	21700 GREENFIELD RD # 121	\$ 150.00	RETAIL
COMMUNICATIONS WORKERS OF AMERICA	21700 GREENFIELD RD # 266	\$ 150.00	OFFICE
JEWELRY DESIGNS, LLC	21700 GREENFIELD RD # 376	\$ 150.00	JEWELRY
BASELINE HUMAN & EDUCATIONAL SERVICES	25900 GREENFIELD RD # 121	\$ 150.00	OFFICE

RENEWALS FOR 2025	ADDRESS	FEES	BUSINESS TYPE
INNOVATIVE TOOL & DESIGN INC	10725 CAPITAL AVE	\$ 225.00	MANUFACTURING
SPEEDWAY #8814	24771 COOLIDGE HWY	\$ 150.00	GAS STATION
EMAGINATIONS	21700 GREENFIELD RD # 123	\$ 225.00	SALON
BELLA VAMIER	13821 W NINE MILE RD	\$ 225.00	RETAIL

**CITY OF OAK PARK
MICHIGAN**

**PROCLAMATION DECLARING JUNE 6, 2025 TO BE
NATIONAL GUN VIOLENCE AWARENESS DAY
IN THE CITY OF OAK PARK**

This proclamation declares the first Friday in June to be National Gun Violence Awareness Day in the City of Oak Park to honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to reduce gun violence.

WHEREAS, every day, more than 125 Americans are killed by gun violence, alongside more than 260 who are shot and wounded, and on average there are nearly 19,000 gun homicides every year; and

WHEREAS, Americans are 26 times more likely to die by gun homicide than people in other high-income countries; and

WHEREAS, Michigan has 1,421 gun deaths every year, with a rate of 14.2 deaths per 100,000 people, a crisis that costs the state \$16.8 billion each year, of which \$380.5 million is paid by taxpayers. Michigan has the 27th highest rate of gun deaths in the US; and

WHEREAS, gun homicides and assaults are concentrated in cities, with more than half of all firearm related gun deaths in the nation occurring in 42 cities; and

WHEREAS, cities across the nation, including in Oak Park, are working to end the senseless violence with evidence-based solutions; and

WHEREAS, protecting public safety in the communities they serve is mayors' highest responsibility; and

WHEREAS, support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from people with dangerous histories; and

WHEREAS, mayors and law enforcement officers know their communities best, are the most familiar with local criminal activity and how to address it, and are best positioned to understand how to keep their citizens safe; and

WHEREAS, gun violence prevention is more important than ever as we see gun violence continue to impact communities across the country; and

WHEREAS, in January 2013, Hadiya Pendleton was tragically shot and killed at age 15; and on June 3, 2022 to recognize the 26th birthday of Hadiya Pendleton (born: June 2, 1997), people across the United States will recognize National Gun Violence Awareness Day and wear orange in tribute to:

- (1) Hadiya Pendleton and other victims of gun violence; and
- (2) the loved ones of those victims; and

WHEREAS, the idea was inspired by a group of Hadiya's friends, who asked their classmates to commemorate her life by wearing orange; they chose this color because hunters wear orange to announce themselves to other hunters when out in the woods and orange is a color that symbolizes the value of human life; and

WHEREAS, anyone can join this campaign by pledging to wear orange on June 6th, the first Friday in June 2025, to help raise awareness about gun violence; and

WHEREAS, by wearing orange on June 7, 2025 Americans will raise awareness about gun violence and honor the lives of gun violence victims and survivors; and

WHEREAS, we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the hands of people who should not have access to them, and encourage responsible gun ownership to help keep our families and communities safe.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Oak Park, Michigan, proclaims June 6, 2025, to be National Gun Violence Awareness Day and encourages all citizens to support their local communities' efforts to prevent the tragic effects of gun violence and to honor and value human lives.

I, T. Edwin Norris, duly authorized City Clerk of the City of Oak Park, Michigan, do hereby certify that the above resolution is a true and correct copy of a resolution adopted by the Oak Park City Council at a Regular Meeting held on June 4, 2025.

T. Edwin Norris, City Clerk



CITY OF OAK PARK, MI STAFF REPORT

8.A

AGENDA FOR: June 4, 2025

SUBJECT: Request for a special event license and waiver of application fee submitted by the Oak Park Corridor Improvement Authority for the "Oak Park Cruise and Groove" to be held in the 11-Mile Water Tower Social District on August 14, 2025, from 6 - 9pm

DEPARTMENT: City Clerk

FROM: Michelle Bishop, Manager of Authorities

SUMMARY: Please see attachments.

FINANCIAL STATEMENT: Please see Sign-off sheet.

RECOMMENDED ACTION: Consider special event for approval.

EXHIBITS:

1. Special Event Permit-Cruise & Groove
2. Special Event Sign off -CIA Cruise and Groove (1)

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

Special event means any event that occurs on a non-permanent basis, that is different from the normal lawful use of the premises where the event is to be held, may not otherwise be permitted by the zoning ordinance, or which may require City resources over and above what has already been allocated, or that requires exclusive use of city property, or that includes the use of a tent regulated by the International Fire Code, and is of such a nature as to be acceptable to the general public with regard to morals, safety features and the conduct of the special event participants.

Today's Date: 5/1/25

Applicant Information

Applicant/Business Name: Oak Park Corridor Improvement Authority
Applicant/Business Address: 14300 Oak Park Blvd Oak Park
Phone number: 2-691-2350 E-Mail Address: mbishop@oakparkmi.gov
Relation of applicant to business: Manager

Owner Information

Owner or manager of site: Mickelle Bishop Phone: 810-571-0646
Names and addresses of partners or officers of corporation:

Event Information

Proposed date(s) of event: 8/14/25 Has this event been held previously? ☐ Yes ☒ No

Address or location of event: 14700 Kingston, Oak Park

Is this a city owned park? ☐ Yes ☒ No

Nature, purpose, and detailed description of event: Oak Park Cruise and Groove
→ see attached

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

If yes, please describe how so: The parking lot will be open to residents and visitors to view all the classic cars and to also hangout to listen to the band.

Estimated number of people attending event: 200-300 Hours of Event: 1pm - 9pm

Street Closure

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, please describe. _____

Are you requesting a street to be closed or blocked off for your event? ☐ Yes ☒ No

Please note: Please attach verification from the residences located on the affected street(s), indicating that they are aware of the event. (Form attached)

Food Services

Will food or beverages be sold at event? ☒ Yes ☐ No If yes please list type(s) of food to be sold:
The restaurants in the area will be providing food and
drinks. We may have an additional food truck and
will make sure they are licensed with the city.

Will the food be prepackaged or prepared on site? ☐ Yes ☐ No Both

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 an inspection. You will also need to provide temporary water services at the site where the food is prepared.

Mechanical Amusement

Will there be a mechanical ride, bounce house or other special activity at the event? ☐ Yes ☒ No
If yes, please describe and provide the name and address of the company/entity providing the amusement.

Please Note: You are required to provide proof of insurance for all mechanical rides, bounce houses, Mechanical rides/games, etc. The City of Oak Park must be listed on the certificate of insurance as "additional insured."

Technical/Support

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

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

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

Will the event have banners displayed? ☒ Yes ☐ No, if so, please provide the number of signs and dimension(s): possibly 3 or 4 4x16 banners

Please Note:

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

Additional Special Event requirements may include: additional application, inspection and bond fees, and temporary sign permit. The application will also be assessed for the potential liability risk to the City of Oak Park and may require liability insurance as detailed in Section 10-270 of the City Code.

The fee for a Special Event application is \$100 and is non-refundable. The deadline for receipt of the application is 30 days prior to the event. 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, Recreation and Municipal Services. 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 to proceed with the event. If the applicant decides to proceed, the event application will be placed on the next City Council agenda for consideration of approval.

☒ I am requesting a waiver of the \$100 application fee.

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

Michelle Bishop
Applicant's Signature

5/1/25
Date

3/24



Mark your calendars for Thursday, August 14th! The 11 Mile Water Tower Social District in Oak Park is transforming into a classic car haven for the first-ever Oak Park Cruise & Groove.

Gear up for a night of classic cool!

- Over 40 classic cars: Admire a stunning display of vintage vehicles.
- Live music by a local band: Get ready to groove to a high-energy performance
- Food & Drinks: Grab a bite and a brew as you explore the cars
- A vibrant community atmosphere: Mingle with fellow car enthusiasts and enjoy a fun-filled evening for the whole family.

The best part? It's FREE! So grab your friends and family and cruise on over to the Water Tower Social District for an unforgettable night. ♦

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION**Corridor Improvement Authority****Cruise and Groove****Water Tower Parking Lot (14700 Kingston)****DATE: August 14, 2025 at 6:00 pm – 9:00 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>	N/A	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety to keep periodic checks as part of normal patrol	35 mins	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Dave Decoster</i>	Assist with Set Up	8 hours	N/A
CITY ATTORNEY <i>Courtney Krause</i>	N/A	N/A	N/A
ADMINISTRATION <i>Adam Owczarzak</i>	Recommend approval contingent upon applicant meeting the requirements listed.		\$100 fee waived



CITY OF OAK PARK, MI STAFF REPORT

8.B

AGENDA FOR: June 4, 2025

SUBJECT: Request for a Special Event License and waiver of application fee submitted by the Oak Park Corridor Improvement Authority, for an "Oaktoberfest" event to be held in the Water Tower Social District on October 4, 2025, from 4 - 9:00 pm

DEPARTMENT: City Clerk

FROM: Michelle Bishop, Manager of Authorities

SUMMARY: See application

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Consider approval

EXHIBITS:

1. Special Event Permit - Oaktoberfest
2. Special Event Sign off - CIA Oaktoberfest (1)

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

Special event means any event that occurs on a non permanent basis, that is different from the normal lawful use of the premises where the event is to be held, may not otherwise be permitted by the zoning ordinance, or which may require City resources over and above what has already been allocated, or that requires exclusive use of city property, or that includes the use of a tent regulated by the International Fire Code, and is of such a nature as to be acceptable to the general public with regard to morals, safety features and the conduct of the special event participants.

Today's Date: 5/1/25

Applicant Information

Applicant/Business Name: Oak Park Corridor Improvement Authority

Applicant/Business Address: 14300 Oak Park Blvd., Oak Park

Phone number: 248 691-2350 E-Mail Address: mbishop@oakparkgov.mi

Relation of applicant to business: CIAManager

Owner Information

Owner or manager of site: Michelle Bishop Phone: 248-691-2350

Names and addresses of partners or officers of corporation:

Event Information

Proposed date(s) of event: 10/4/25 Has this event been held previously? ☒ Yes ☐ No

Address or location of event: 14700 Kingston St Oak Park

Is this a city owned park? ☒ Yes ☐ No

Nature, purpose, and detailed description of event: city owned parking lot Celebrate fall at
Oaktoberfest - see attached

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

Will there be a mechanical ride, bounce house or other special activity at the event? ☐ Yes ☒ No
If yes, please describe and provide the name and address of the company/entity providing the amusement.

Please Note: You are required to provide proof of insurance for all mechanical rides, bounce houses, Mechanical rides/games, etc. The City of Oak Park must be listed on the certificate of insurance as "additional insured."

Special Event License Application
Page 3

Technical/Support

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

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

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

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

Lawn signs throughout the city Banner
in front of baggy pony

Please Note:

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

Additional Special Event requirements may include: additional application, inspection and bond fees, and temporary sign permit. The application will also be assessed for the potential liability risk to the City of Oak Park and may require liability insurance as detailed in Section 10-270 of the City Code.

If yes, please describe how so: The event is open to all
Oak Park residents and surrounding
communities

Estimated number of people attending event? 200 Hours of Event: 4-9pm

Special Event License Application
Page 2

Street Closure

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, please describe. _____

Are you requesting a street to be closed or blocked off for your event? ☐ Yes ☒ No

Please note: Please attach verification from the residences located on the affected street(s), indicating that they are aware of the event. (Form attached)

Food Services

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

Our local social district breweries and
restaurants will be providing food & drinks

Will the food be prepackaged or prepared on site? ☒ Yes ☐ 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 an inspection. You will also need to provide temporary water services at the site where the food is prepared.

Mechanical Amusement



Get Your Bavarian On! Celebrate Fall and join in the Oak Park Oaktoberfest festivities. The fun starts on Saturday, October 4 from 4pm to 9pm, in the 11 Water Tower Social District, which is located at 14700 Kingston Street, Oak Park.

What's in store?

- Free Entry! Come one, come all and celebrate German culture.
- Live Music sets the mood for a lively atmosphere.
- Food & Drinks Galore! Enjoy delicious food and drinks from the local social district businesses.
- Learn to Yodel! Feeling a little shy? Don't worry, we'll teach you the yodeling basics!
- Show Off Your Skills! Enter our exciting contests:
 - Costume Contest: Dress up in your most creative Bavarian outfit!
 - Steinholding Contest: Test your strength and endurance!
 - Dance Off: Let loose and show off your best moves!
- Kid's Activities (4pm-6pm): We haven't forgotten the little ones! Enjoy a variety of fun activities for kids.

This is the perfect event for the whole family! So grab your friends and family, don your lederhosen (optional!), and get ready to celebrate fall in style!

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Corridor Improvement Authority
Oaktoberfest
Water Tower Parking Lot (14700 Kingston)
DATE: October 4, 2025, at 4:00 pm – 9:00 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>	Signs/banners cannot create a clear vision obstruction. Electrical cords cannot create a trip hazard.	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety to conduct periodic checks as part of normal patrol activity		
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Dave Decoster</i>	Assist with Set Up	8 hours	N/A
CITY ATTORNEY <i>Courtney Krause</i>	N/A	N/A	N/A
ADMINISTRATION <i>Adam Owczarzak</i>	Recommend approval contingent upon applicant meeting the requirements listed.		\$100 fee waived



CITY OF OAK PARK, MI STAFF REPORT

9.A.1

AGENDA FOR: June 4, 2025

SUBJECT: Resolution supporting the Local Road Improvement Matching Fund Program for the Capital Ave Rehabilitation Project

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: The Oakland County Board of Commissioners has approved the city's application for funding under the 2025 Local Road Improvement Program (LRIP). Poor conditions on our roads create an impediment to the economic development of our community and diminish the excellent quality of life our residents expect. The program was created to provide matching funds to assist municipalities in targeting road maintenance and/or improvement projects on roadways.

The City of Oak Park applied for these funds to use as part of the Capital Ave Rehabilitation Project, M-786, between Coolidge Hwy and Rosewood Ave. This project will consist of full-depth concrete replacement in the failed concrete pavement areas.

As part of the grant, the City of Oak Park agrees to fund non-eligible costs such as administrative, coordination, permit fees, preliminary engineering, right-of-way acquisition and construction engineering services related to the implementation of the Capital Ave Rehabilitation Project.

FINANCIAL STATEMENT: This program will provide reimbursement funds in the amount of \$68,645.00.

RECOMMENDED ACTION: It is recommended that the City Council approve the attached resolution in support of the LRIP Matching Fund Program for the Capital Ave Rehabilitation Project. It is further recommended to authorize City Manager Tungate to sign the resolution accepting the matching funds on behalf of the City.

EXHIBITS:

1. OakPark_Cost Participation Agreement 2025



LOCAL ROAD IMPROVEMENT PROGRAM

COST PARTICIPATION AGREEMENT

Full-depth Concrete Pavement Replacement on Capital Ave

City of Oak Park

Board Project No. 2025-21

This Agreement, made and entered into this date, _____, by and between the Board of Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the City of Oak Park, hereinafter referred to as the COMMUNITY, provides as follows:

WHEREAS, the BOARD has established the Local Road Improvement Matching Fund Program, hereinafter the PROGRAM, for the purposes of improving economic development in Oakland County cities and villages. The terms and policies of the PROGRAM are contained in Attachment A. The BOARD intends the PROGRAM to assist its municipalities by offering limited funds, from state statutory revenue sharing funds, for specific, targeted road maintenance and/or improvement projects on roadways under the jurisdiction of cities and villages; and

WHEREAS, the BOARD shall participate in a city or village road project in an amount not exceeding 50% of the cost of the road improvement, hereinafter referred to as the PROJECT, and also not exceeding the Preliminary Distribution Formula as it relates to the COMMUNITY, (Attachment B); and

WHEREAS, the COMMUNITY has identified the PROJECT as the Full-depth Concrete Pavement Replacement on Capital Ave, which improvements involve roads under the jurisdiction of and within the COMMUNITY and are not under the jurisdiction of the Road Commission for Oakland County or state trunk lines; and

WHEREAS, the COMMUNITY has acknowledged and agreed to the BOARD's policies regarding the PROGRAM, Attachment A, including the provisions requiring reimbursement of unspent funds, and further acknowledge and agree that the PROJECT's purpose is to encourage and assist businesses to locate and expand within Oakland County and shall submit a report to the BOARD identifying the effect of the PROJECT on businesses in the COMMUNITY at the completion of the PROJECT. In addition, the COMMUNITY acknowledges that the program is meant to supplement and not replace funding for existing road programs or projects; and

WHEREAS, the COMMUNITY has acknowledged and agreed that the PROGRAM is expressly established as an annual program and there is no guarantee that the PROGRAM will be continued from year to year. The BOARD anticipates that most PROJECTS funded under the PROGRAM will be completed by the end of calendar year 2025. There is no obligation on behalf

of the BOARD to fund either the PROJECT or the PROGRAM in the future; and

WHEREAS the COMMUNITY has acknowledged and agreed that the COMMUNITY shall assume any and all responsibilities and liabilities arising out of the administration of the PROJECT and that Oakland County shares no such responsibilities in administering the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is \$1,200,000.00; and

WHEREAS, said PROJECT involves certain designated and approved Local Road Improvement Matching Funds in an amount not to exceed \$68,645.00, which amount shall be paid to the COMMUNITY by the BOARD; and

WHEREAS, the BOARD and the COMMUNITY have reached a mutual understanding regarding the cost sharing of the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and in conformity with applicable law and BOARD resolution(s), it is hereby agreed between the COMMUNITY and the BOARD that:

1. The BOARD approves of the PROJECT, and in reliance upon the acknowledgements of the COMMUNITY, including the COMMUNITY'S adherence to the BOARD'S policies as expressed in Attachment A, and hereby finds that the PROJECT meets the purpose of the PROGRAM.

2. The BOARD approves of a total funding amount under the PROGRAM for the PROJECT in an amount not to exceed \$68,645.00. The COMMUNITY shall submit an invoice to the COUNTY in an amount not to exceed \$68,645.00.

a. The Invoice shall be sent to:

Amy Aubry, Senior Analyst
Board of Commissioners
1200 N. Telegraph, Bldg 12E
Pontiac, MI 48341
aubrya@oakgov.com

3. Upon receipt of said invoice and upon execution of this Agreement, the BOARD shall pay the COMMUNITY in an amount not to exceed \$68,645.00 from funds available in the PROGRAM.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

OAKLAND COUNTY BOARD OF COMMISSIONERS

By: _____
David T. Woodward

Its: Chair _____

COMMUNITY

By: _____

Its: _____

COMMUNITY

By: _____

Its: _____



CITY OF OAK PARK, MI STAFF REPORT

9.A.2

AGENDA FOR: June 4, 2025

SUBJECT: Mural Approval - 8601 W 9 Mile/Scheers Ace Hardware

DEPARTMENT: Economic and Community Development

FROM: Michelle Bishop, Manager of Authorities

SUMMARY: The mural ordinance requires all murals to be approved by City Council. The Mural Review Board is responsible for making a recommendation to the City Council and is comprised of the Economic Development and Planning Director, the Mayor, and local artist Robert Mirek. The board reviewed the mural to make sure it is in compliance with the size/dimension requirements of the City ordinance. The mural can only be regulated by those requirements and not the content, except to the extent of determining if it is a sign. The cost is to be paid by Paul Krupkin, owner of Scheers Ace, and with a façade grant from the Oak Park Corridor Improvement Authority. The artist is Wendy Popko from Sterling Heights, who has done many projects in the Metro Detroit Area.

The board decided it meets all guidelines and is recommending to City Council to approve the mural on the side of the building at 8601 W 9 Mile Rd..

FINANCIAL STATEMENT: NA

RECOMMENDED ACTION: Request that City Council approve the mural for 8601 W 9 Mile Road.

EXHIBITS:

1. Final Mural Application



MURAL PROJECT APPLICATION

**BUSINESS OWNER: SCHEERS ACE HARDWARE
8601 W 9 MILE ROAD**



Application Mural Program

Applicants must submit an application to the Economic Development and Communications Department. All applications will be reviewed to determine if the proposed mural is a sign, art mural, or limited reference art mural. Upon determination by the Economic Development Director that it meets all city ordinances it will be presented to City Council for final approval.

Contact Information

Lead Artist's Name

Wendy Popko

Artist's Mailing Address

40330 Lafayette

City/State/Zip

Sterling Hts MI / 48313

Home Phone

586-292-6566

Cell Phone

SAME

Email

Wendy.Popko@gmail.com

Website

<http://paintwhip.blogspot.com>

Applicant's Name (if different from artist)

Paul Krupkin

Applicant's Mailing Address

8601 W. 9 mile Rd Oak Park, MI 48037

City/State/Zip

Oak Park, MI 48237

Home Phone

Cell Phone

248-542-1802

Email

Website

Scheersace@comcast.net

Proposed mural location (street address/intersection)

8601 W. 9 Mile Oak Park, MI 48237

Project Start Date

ASAP

Proposed Completion Date

6-30-25

Mail/Deliver application to: City of Oak Park

Economic Development and Communications Dept.

14300 Oak Park Blvd.

Oak Park, MI 48237

Required supplemental materials:

Resume of each artist involved in project

9 copies of one color image of proposed mural

Letter of support from building owner including commitment to sign Art Easement

Agreement

FOR OFFICIAL USE ONLY

Application received (month/date/year)

Presented to City Council (month/date/year)

Deferred

Approved

Not Approved

WENDY POPKO

40330 Lafayette Sterling Heights, Michigan 48313

<https://paintwhip.blogspot.com/> <https://www.instagram.com/wendypopko/>

Email: wendy.popko@gmail.com Ph: 586-292-6566

Murals

2024 *Small but Strong* DIA Partners in Public Art mural.Center Line City Hall.Center Line, MI USA.Commissioned.

2024 *Sunset on the Rouge* mural.Baldwin Public Library. Birmingham, MI USA.Commissioned.

2024 *Out of this World* mural.NOXX Dispensary.Grand Rapids, MI USA. ArtPrize entry and commissioned.

2023 *Watch Us Grow* City Walls mural.Dexter Check Cashing.Detroit, MI USA.Commissioned.

2022 *Prehistoric Hop Cat* Lions and Rabbits mural temporary ArtPrize installation.Ah-Nab-Awen Park.Grand Rapids, MI USA.Commissioned.

2022 *Creative Curiosity* mural.Detroit Country Day Elementary.Bloomfield Hills, MI USA. Commissioned.

2021 *Trailblazer* AR mural.Ventimiglia's Italian Foods.Sterling Heights, MI USA.Commissioned.

2020 *Rainbow Maker* DIA Partners in Public Art mural. Eastpointe Community Credit Union. Eastpointe, MI USA.Commissioned.

2019 *Homeward Bound* mural.WeatherTech Consulting.Utica, MI USA.Commissioned.

2019 *One Fish, Two Fish, Red Fish, Blue Fish* Advancing Macomb mural.Stairs Clinton River.Mount Clemens, MI USA.Commissioned.

2018 *Sterling Pride* mural.BP Gas Station.Sterling Heights, MI USA.Commissioned.

2004 Gymnasium mural.Graebner Elementary.Sterling Heights, MI USA.Commissioned.

2004 Children's Wing multiple murals.Manoogian Mansion.Detroit, MI USA.Commissioned.

2003 Breakfast Nook mural.Benson Ford's residence.MI USA.Commissioned.

1997 Purple Bear Children's Boutique. Birmingham, MI USA.Commissioned.

1996-2005 Residential Muralist for south east MI USA.Commissioned.

Achievements/Recognition

2024 Open Call Muralist.Baldwin Public Library.Birmingham, MI USA.

2024 Open Call DECLEAT.City Walls.NFL Draft Detroit, MI USA.

2024 Detroit Institute of Arts Partners in Public Art collaboration.Center Line, MI USA.

2024 Full scholarship awarded by First State Bank. Leadership Macomb 2023-2024.

2023 Open Call Exhibition.Belle Isle Aquarium World Ocean Day.Detroit, MI USA.

2023 Open Call Exhibition.Anton Art Center Michigan L Series.Mount Clemens, MI USA.

2023 Open Call Muralist.City Walls.Detroit, MI USA.

2022 Open Call Muralist.Lions and Rabbits.Grand Rapids, MI USA.

2021 2nd Place Individual Artist. ZipUsUp.Birmingham, MI USA.

2021 National Open Call Collaboration Muralist.ZipUsUp.Birmingham, MI USA.

2020 Detroit Institute of Arts Partners in Public Art collaboration.Eastpointe, MI USA.

2019 Open Call Muralist.Advancing Macomb, KABOOM Grant.Mount Clemens, MI USA.

Achievements/Recognition (continued)

2019 Award.Mural Unveiling Special Tribute.State of Michigan.
2018 1st Place.Arts Beats and Eats Meter Beautification.Royal Oak, MI USA.
2017 3rd Place.Arts Beats and Eats Meter Beautification.Royal Oak, MI USA.
2014 1st Place.Renaissance Festival Mural Contest.Holly, MI USA.

Related Professional Work

2022, 2023, 2024 Guest Speaker Public Art.Leadership Macomb.
2023 Guest Speaker Public Art.Mount Clemens Kiwanis.
2022 Donated mural design and directed installation with local teens.Sterling Heights Public Library.
2019, 2020 Panelist MCACA Minigrant Arts Projects program.
2021 Donated marketing illustration for Mount Clemens splashpad public art mural.Anton Art Center.
2018 Donated *Sterling Pride* mural cartoon illustration.50th Anniversary Time Capsule.Sterling Heights, MI USA.
2018-present Volunteer Sterling Heights Arts Commission.
2021-present Volunteer Sterling Heights Public Library Board of Trustees.

Publications and Media

*Center Line mural celebrates the past, present and future.*Warren Weekly. December 18, 2024.Pages 1A,11A.
*Highlighting Historic Gems.*The Macomb Daily.Pages 1, 4.
*Big Shoes To Fill At 2024 NFL Draft.*The Macomb Daily.Pages 1, 4.
*Painting a Pattern.*Sterling Heights Sentry. July 13, 2022.Page 3A.
Cover Art background.The Review. January/ February 2022.
*Happy Trails.*Sterling Heights Sentry.August 25, 2021.Page 1.
*Ribbon Cut on Trailblazer Mural.*The Macomb Daily. August 20, 2021.Pages 1, 4.
*Paint and Play to Mix with AR-Enhanced Mural.*Sterling Heights Sentry.April 21, 2021.Pages 3A, 7A, 15A.
*Art, Technology,Come Together.*The Macomb Daily. April 17, 2021.Pages 1, 4.
Artist documentary for Trailblazer: <https://www.youtube.com/watch?v=TsAkYbghAa0>
*One-of-a-kind -Mural brings art to life like never before in Sterling Heights.*Momentum Magazine.Volume 6, Issue 2.Pages 32, 33.
*Paint by heart -Art mural brings lots of vibrant color, plenty of joy to Eastpointe.*Momentum Magazine.Volume 5, Issue 2.Cover and pages 18-20.
*Eastpointe Cuts Ribbon on Mural.*Eastsider.October 28, 2020.Page 11A.
*Art Rocks at the Children's Garden.*The Macomb Daily. October 23, 2020.Pages 1, 4.
*DIA mural going up in Eastpointe.*Eastsider. September 9, 2020.Pages 1, 17A, 19A.
*Rainbow Maker -At the heart of the mural is hope and diversity.*The Macomb Daily.August 30, 2020.Pages 1, 4.
*Ribbon Cutting and Downtown Utica Art Crawl.*Macomb Now Magazine. Winter 2020.Page 61.
*Utica cuts ribbon to new mural on downtown building.*Shelby - Utica News. November 13, 2019.Pages 18A, 19A.

Publications and Media (continued)

Mural to Transform WeatherTech Building in Downtown Utica. Shelby - Utica News. July 10, 2019. Pages 1A, 7A.

Macomb County: Public Art Map

Sterling Heights Official Publication Magazine. Fall 2018. Cover.

Artist documentary about *Sterling Pride* mural, Summer 2018.

Style the Magazine Sept/Oct 2005 credit for Benson Ford mural (not pictured).

Hour Detroit Presents Detroit Home Fall 2003 -mural design illustration.

Designer Showhouse -murals 1998, 2000.

Exhibition History

2022 ArtPrize portable mural entry. Grand Rapids City Hall. Grand Rapids, MI USA.

2017 MI Renaissance Festival Mural Contest. Holly, MI USA.

2016 ArtPrize portable mural entry. Waters Building. Grand Rapids, MI USA.

2015 MI Renaissance Festival Mural Contest. Holly, MI USA.

2014 MI Renaissance Festival Mural Contest. Holly, MI USA.

Solo Exhibitions

2023 Anton Art Center "WENDY POPKO: Pop Up Popko Exhibition" Mount Clemens, MI USA.

2019 Shamrock Pub, WeatherTech, USA Tire, Utica City Hall, SteamPunk Tap, Nick Morang

State Farm Insurance "WENDY POPKO: Downtown Utica Art Crawl" Utica, MI USA.

Education

2024 Leadership Macomb XXVI

1996 Mentored by Muralist Jennifer Gushen

Published Illustrations

2021 *Meet The Pets Presidential Animals from A to Z* by Cathy Collison and Janis Campbell

2008 *'Twas the Night Before Summer* by Ann Margaret Lewis

2006 *Hidden Michigan* by Anne Margaret Lewis and Janis Campbell

2005 *Has Anyone Seen Christmas?* by Anne Margaret Lewis

2004 *The Fairy Painting* by Stacey DuFord

PROPOSED MURAL PROJECT
SCHEER'S ACE HARDWARE - 8601 W MILE

BEFORE:



AFTER:



MURAL CONCEPT - SCHEER'S ACE HARDWARE - 8601 W MILE





280-N
SCHEER'S ACE HARDWARE & SUPPLY, INC.
Established 1946
8601 West Nine Mile Road
Oak Park, MI 48237
248-542-1802
Fax: 248-542-6839
scheersace@comcast.net

May 29, 2025

To Whom It May Concern,

I, Paul Krupkin, am the business owner/building owner of Scheer's Ace Hardware and I fully support the addition and upkeep of the mural proposed for the east side of our building.

A handwritten signature in black ink, appearing to read "Paul Krupkin".



CITY OF OAK PARK, MI STAFF REPORT

9.A.3

AGENDA FOR: June 4, 2025

SUBJECT: OPCIA Facade Grant - Scheers Ace/8601 W 9 Mile

DEPARTMENT: Economic and Community Development

FROM: Michelle Bishop, Manager of Authorities

SUMMARY: The Corridor Improvement Authority has received an application for a Façade Improvement Grant from Paul Krupkin, who is the business and building owner of Scheers Ace Hardware, 8601 W 9 Mile. The project specifications have met city guidelines for the program. The project consists of adding a 25 ft x 16 ft mural on the east side of the building. The OPCIA board recommends approving the façade grant for a maximum amount of \$5,000.

FINANCIAL STATEMENT: Money is available in the façade improvement budget 251.00.000.970.003 for this project.

RECOMMENDED ACTION: Request that City Council approve the façade grant for a maximum of 50% of the project costs in an amount not to exceed \$5,000.

EXHIBITS:

1. Facade Grant Complete Application



FAÇADE GRANT APPLICATION

BUSINESS OWNER: SCHEERS ACE HARDWARE
8601 W 9 MILE ROAD

CITY OF OAK PARK SMALL BUSINESS FAÇADE IMPROVEMENT PROGRAM

APPLICANT INFORMATION

Name of Applicant: Paul Krupkin
 Address: 5748 Strawberry Circle
 City: Commerce Twp. State: MI ZIP Code: 48382
 Phone: 248-513-1802 Email: scheersace@comcast.net

FOR TENANTS

Name of Building Owner: same

Address of Building Owner:

City: _____ State: _____ Zip Code: _____
 Phone: _____ Email: _____

PROPERTY TO BE IMPROVED

Name of Business: Scheer's Ace Hardware
 Address: 2601 W. 9 Mile Road Phone: 248-513-1802
 City: Oak Park State: MI ZIP Code: 48237
 Type of Business: Retail - Hardware Tax ID #: 3821129104
 Proposed start of construction: ASAP Anticipated completion: 6-30-25

Short description of proposed work:

Mural on east side of building

ACKNOWLEDGEMENTS

By signing this Application, I affirm that I am the property owner of the above Property or as the tenant, have received permission from the property owner via the accompanying notarized letter to perform the proposed improvements. I further affirm that all the statements made on this application are true, and I understand that any falsification or willful omission will be sufficient cause to void my Application and any reimbursement awarded. In such a case that any reimbursement awarded by the city is voided due to any falsification or willful omission, I agree to repay the reimbursement amount to the EDP within sixty (60) days, plus all of the costs and attorney fees incurred by the EDP to collect the reimbursement proceeds if I fail to repay the EDP within the sixty (60) days. I have read and understand and agree to comply with all requirements of the EDP Façade Improvement Program (hereinafter the "Program"). I hereby acknowledge that I may be required to submit additional documentation or information that was not required on this application if requested by the EDP. I further hereby acknowledge that the EDP reserves the right to reject any or all applications received pursuant to the Program

Also, I understand, acknowledge, and agree to the following:

1. It is expressly understood that the Applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building costs, ordinances, and other applicable regulations.
2. It is expressly understood that the Applicant will not seek to hold the City of Oak Park and or any of its employees, officers/directors liable for any property damage and/or personal injury, or other loss related in any way to the Small Business Façade Improvement Program
3. The Applicant shall be responsible for maintaining sufficient insurance coverage for property damage and personal injury liability relating to the Small Business Façade Improvement Program. Applicant should ask for contractor's proof of liability insurance.
4. Applicant will review and abide by the Oak Park Design Guidelines
5. Applicant will pull permits if required.
6. Applicant will maintain the improvements made to the property.
7. If Applicant chooses to alter the scope of work after EDP has approved it, Applicant may be ineligible for a portion or the entire reimbursement amount agreed upon from the original scope of work.
8. Applicant agrees to allow the EDP to promote the program including but not limited to displaying signage at the construction site and using photographs in promotional materials and press releases.

SIGNATURES

Signature of applicant:

Paul Krupkin

Date:

5-12-25

Printed name of applicant:

Paul Krupkin

Signature of Property Owner (if applicable):

Date:

Printed name of Property Owner (if applicable):

FOR DCED OFFICE USE ONLY

Is the application above complete along with all additional necessary documentation (i.e. notarized letter from property owner)?

YES
☒NO
☐

Is the building in compliance with all zoning ordinances and current on all property taxes?

YES
☒NO
☐

Are the proposed improvements eligible under the requirements of the program?

YES
☒NO
☐

Has the applicant provided architectural drawings of the proposed improvement?

YES
☒NO
☐

Has the applicant included at least two photos of the current property?

YES
☐NO
☐

Has the applicant included at least two bids from licensed contractors for the work to be completed?

YES
☐NO
☒Exempt / mural

Are the proposed improvements consistent with the proposed Oak Park Design Guidelines?

YES
☒NO
☐

Date submitted for approval

6/4/25

Amount approved

\$5,000

Approved by CIA or City Council

YES
☐NO
☐



Application Mural Program

Applicants must submit an application to the Economic Development and Communications Department. All applications will be reviewed to determine if the proposed mural is a sign, art mural, or limited reference art mural. Upon determination by the Economic Development Director that it meets all city ordinances it will be presented to City Council for final approval.

Contact Information

Lead Artist's Name

Wendy Popko

Artist's Mailing Address

40330 LaFayette

City/State/Zip

Sterling Hts / MI / 48313

Home Phone

586-292-6566

Cell Phone

SAME

Email

Wendy.Popko@gmail.com

Website

http://paintwithp.blogspot.com

Applicant's Name (if different from artist)

Paul Krupkin

Applicant's Mailing Address

8601 W. 9 mile Rd. Oak Park, MI 4837

City/State/Zip

Oak Park, MI 48237

Home Phone

Cell Phone

248-542-1802

Email

Website

scheersace@comcast.net

Proposed mural location (street address/intersection)

8601 W. 9 Mile Oak Park, MI 48237

Project Start Date

ASAP

Proposed Completion Date

6-30-25

Mail/Deliver application to: City of Oak Park

Economic Development and Communications Dept.

14300 Oak Park Blvd.

Oak Park, MI 48237

Required supplemental materials:

Resume of each artist involved in project

9 copies of one color image of proposed mural

Letter of support from building owner including commitment to sign Art Easement

Agreement

FOR OFFICIAL USE ONLY

Application received (month/date/year)

Presented to City Council (month/date/year)

Deferred

Approved

Not Approved

PROPOSAL

Wendy Popko

CLIENT:

Scheer's ACE Hardware
8601 W Nine Mile Rd, Oak Park, MI 48237
Contact: Ryan Hargave
Email: scheersace8601@gmail.com

PROJECT NAME:

Oak Park Community Love

BUDGET:

Design

Sherwin Williams Paint

Installation on East facing wall, to the right of the entrance. Design approved includes train in background, Ace employee, young child and child on bike in foreground, oak tree, and Oak Park logo.....\$10,000.

*Paint is a satin finish with a low sheen. No sealant is added.

**Client has agreed to power wash the wall.

Thank you.

Artist:

Wendy Popko
40330 Lafayette
Sterling Heights, MI 48313
Cell: (586) 292-6566
Email: wendy.popko@gmail.com

FAÇADE GRANT – MURAL
SCHEER'S ACE HARDWARE - 8601 W MILE

BEFORE:



AFTER:





CITY OF OAK PARK, MI STAFF REPORT

9.A.4

AGENDA FOR: June 4, 2025

SUBJECT: OPCIA Facade Grant - Gift Me Chocolate/22133 Coolidge Hwy

DEPARTMENT: Economic and Community Development

FROM: Michelle Bishop, Manager of Authorities

SUMMARY: The Corridor Improvement Authority has received an application for a Façade Improvement Grant from Junae Watt, who is the business owner of Gift Me Chocolate on 22133 Coolidge Hwy. The project specifications have met city guidelines for the program. The project consists of a paint refresh for the building and brand new landscaping along the front of the building. The OPCIA Board recommends approving the façade grant for a maximum amount of \$2,341.24.

FINANCIAL STATEMENT: Money is available in the façade improvement budget
251.00.000.970.003

RECOMMENDED ACTION: Request that City Council approve the façade grant for a maximum of 50% of the project costs in an amount not to exceed \$2,341.24.

EXHIBITS:

1. Facade Grant Final



FAÇADE GRANT APPLICATION

BUSINESS OWNER: GIFT ME CHOCOLATE
22133 COOLIDGE HWY

CITY OF OAK PARK SMALL BUSINESS FAÇADE IMPROVEMENT PROGRAM

APPLICANT INFORMATION

Name of Applicant: Junge Watt
 Address: 279 Oak Ridge Dr
 City: Pontiac State: MI ZIP Code: 48059
 Phone: 248 721-0482 Email: giftmchocolateent@gmail.com

FOR TENANTS

Name of Building Owner: Sidney Katz
 Address of Building Owner: 1577 W. Ten Mile Rd Ste 212
 City: Southfield State: MI Zip Code: 48075
 Phone: 248 761-0215 Email: denokatzmi.com

PROPERTY TO BE IMPROVED

Name of Business: GIFT me Chocolate & Entertainment LLC
 Address: 2233 Coolidge Hwy Phone: 313 721-045
 City: OAK PARK State: MI ZIP Code: 48237
 Type of Business: Treat Specialty Shop / Catering Tax ID #: 47-3680871

Proposed start of construction:

Anticipated completion:

Short description of proposed work: Paint Exteriors- Front, Back of Building Cement
Fresh Black, landscaping in front of building

ACKNOWLEDGEMENTS

By signing this Application, I affirm that I am the property owner of the above Property or as the tenant, have received permission from the property owner via the accompanying notarized letter to perform the proposed improvements. I further affirm that all the statements made on this application are true, and I understand that any falsification or willful omission will be sufficient cause to void my Application and any reimbursement awarded. In such a case that any reimbursement awarded by the city is voided due to any falsification or willful omission, I agree to repay the reimbursement amount to the EDP within sixty (60) days, plus all of the costs and attorney fees incurred by the EDP to collect the reimbursement proceeds if I fail to repay the EDP within the sixty (60) days. I have read and understand and agree to comply with all requirements of the EDP Façade Improvement Program (hereinafter the "Program"). I hereby acknowledge that I may be required to submit additional documentation or information that was not required on this application if requested by the EDP. I further hereby acknowledge that the EDP reserves the right to reject any or all applications received pursuant to the Program.

Also, I understand, acknowledge, and agree to the following:

1. It is expressly understood that the Applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building costs, ordinances, and other applicable regulations.
2. It is expressly understood that the Applicant will not seek to hold the City of Oak Park and/or any of its employees, officers/directors liable for any property damage and/or personal injury, or other loss related in any way to the Small Business Façade Improvement Program.
3. The Applicant shall be responsible for maintaining sufficient insurance coverage for property damage and personal injury liability relating to the Small Business Façade Improvement Program. Applicant should ask for contractor's proof of liability insurance.
4. Applicant will review and abide by the Oak Park Design Guidelines.
5. Applicant will pull permits if required.
6. Applicant will maintain the improvements made to the property.
7. If Applicant chooses to alter the scope of work after EDP has approved it, Applicant may be ineligible for a portion or the entire reimbursement amount agreed upon from the original scope of work.
8. Applicant agrees to allow the EDP to promote the program including but not limited to displaying signage at the construction site and using photographs in promotional materials and press releases.

Signature of applicant

SIGNATURES

Printed name of applicant

Date 5-1-25

Signature of Property Owner (if applicable)

Date

Printed name of Property Owner (if applicable)

FOR DCD OFFICE USE ONLY

Is the application above complete along with all additional necessary documentation (i.e. notarized letter from property owner)?

~~YES~~
☒

NO
☐

Is the building in compliance with all zoning ordinances and current on all property taxes?

~~YES~~
☒

NO
☐

Are the proposed improvements eligible under the requirements of the program?

~~YES~~
☒

NO
☐

Has the applicant provided architectural drawings of the proposed improvement?

~~YES~~
☒

NO
☐

Has the applicant included at least two photos of the current property?

~~YES~~
☒

NO
☐

Has the applicant included at least two bids from licensed contractors for the work to be completed?

~~YES~~
☒

NO
☐

Are the proposed improvements consistent with the proposed Oak Park Design Guidelines?

~~YES~~
☒

NO
☐

Date submitted for approval

5/28/25

Amount approved

Approved by C/A or City Council

YES
☐

NO
☐

GIFT ME CHOCOLATE

ENTERTAINMENT

22133 Coolidge Hwy

Façade Grant Improvements – Repaint the front and back of the building. Plant new landscaping in the flower bed.
Grant Request - \$2,179.20



INVOICE

INV00371

BALANCE DUE

USD \$3,474.08

DATE

May 22, 2025

DUE

On Receipt



Junae Watt

Oakpark, MI

48237

DESCRIPTION

AMOUNT

EXTERIOR BRICK PAINT

Sherwin Williams LIFETIME SUPER PAINT x3
COAT

EXTERIOR FRONT BRICK

POSTERIOR BRICK

BACK DOOR

\$395.00

x 5

\$1,975.00

Service Fee

3 Professional Painters/

7a-12p dates selected by client

7a-12p dates selected by client

7a-12p dates selected by client

\$499.00

x 3

\$1,497.00

SUBTOTAL

\$3,472.00

TAX (0.06%)

\$2.00

RHODEN PAINTING

Will Rhoden Jr.

Owner

Cell 313-629-7933

Alter 313-848-0574

SOLD TO	SHIPPED TO
GIFT ME Chocalate	
ADDRESS	ADDRESS
22133 Coolidge	
CITY, STATE, ZIP	CITY, STATE, ZIP
Oak Park, M. 48237	
CUSTOMER ORDER NO.	TERMS
SOLD BY	

2400.00

EXTERIOR REPAIRS (SCRAPING)
 EXTERIOR PAINTING
 FRONT & REAR
 DOORS



Great Lakes Landscape Design

Client Name Junae Watt, Gift Me Chocolate and Entertainment
Project Name Gift Me Chocolate - 2025 Annuals Install
Jobsite Address 22133 Coolidge Oak Park Michigan 48237 Billing Address 22133 Coolidge Oak Park Michigan 48237
Estimate ID EST5391537 Drawing # Gift Me Chocolate - 2025 Annuals Install
Date May 12, 2025

Container Annuals \$628 00

- Amend soil with potting soil and Osmocote, 6"
- Plant according to plant
- Clean up hardscape, soil
- Single person job

2 Each	Annual - Grande - 4.25"	4.25" Eco+ Grande (Specify Type)
3 Each	Annual - Royale - 1 Gal	1 GL Royale - Tropicals (case of 3) (Specify Type)
6 Each	Annual - Royale - 1 Gal	1 GL Royale - Tropicals (case of 3) (Specify Type)
13 Each	Annual - Grande - 4.25"	4.25" Eco+ Grande (Specify Type)
3 Each	Annual - Grande - 4.25"	4.25" Eco+ Grande (Specify Type)
2 Each	Annual - Grande - 4.25"	4.25" Eco+ Grande (Specify Type)
1 Bag	Miracle-Gro Moisture Control Potting Soil - 55 qt	
1 Each	Osmocote - 8lb	Smart-Release Plant Food Plus Outdoor and Indoor, 8 lbs Granular Fertilizer with 11-Essential Nutrients

Subtotal \$628 00

Taxes \$0 00

Estimate Total \$628 00

NOTES: Any obstruction found below grade during excavating may incur additional costs for removal (i.e. stumps, footings, etc.). Great Lakes Landscape Design cannot be responsible for any unmarked underground utilities including sprinkler, cable, gas, water, drain and/or electrical lines. Unless specifically stated, changes to existing irrigation system are not included in this proposal and may incur additional costs. Specific plant material for seasonal beds and containers is subject to change based on availability. Pricing is good for 30 days from the date this contract is received.

PRICING: Due to the current volatility of market conditions for material & freight pricing, proposals will only be good for 30 days from the date this contract is received. Once contracts are executed and deposited, Great Lakes reserves the right to adjust for market pressures in the event freight or material costs increase over the amount of 10% during the time prior to execution of installation. The charge to customers will be based on the cost above 10% with no additional mark up for Great Lakes. As you know we are working diligently with vendors to purchase as many items as possible once we receive a deposit to avoid this circumstance as much as possible.

13201 Northend Avenue
Oak Park, Michigan 48237

p 248-543-6320

www.greatlakeslandscapedesign.com
email info@greatlakeslandscapedesign.com

Gift Me Chocolate - 2025 Annuals Install (EST5391537)

Page 1 of 2

CHANGE ORDERS & ADDITIONS: Changes and additional work are not uncommon while a landscape design/build project is in progress. Any changes will be communicated in writing or thru an additional contract. Payment in full is due upon change order creation.

WARRANTY: Woody plant material and perennials are covered by a one-time 1-year warranty. Annual flowers, planted containers and sod are not guaranteed unless an underground sprinkler system is present and programmed appropriately. Hardscape labor is guaranteed for 5 years.



Rhoden Landscaping

P.O. BOX 242, Pontiac, Mi, 48341, US
3136297933 | rhodenlandscaping@yahoo.com

RECIPIENT:

Junae Watt

22133 Coolidge
Oakpark, Mi, 48374
jiffmechocolate@yahoo.com
2487210482

Invoice #1

Issued 2025-05-12
Due 2025-05-18

Total \$1,208.40

For Services Rendered

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Annual Flower Installation Front Bed	Install flowers provided by William Rhoden,	1	425	\$425.00
Border	Install flower bed	1	125	\$125.00
Lighting Installation	Existing lights to be installed per landscape plan or owner's discretion. Front/Back	2	120	\$240.00
Mulch	Install top-dress mulch to cover planter areas after landscape installation is complete.	2	175	\$350.00

Thank you for your business.
Please contact us with any questions regarding this invoice

Subtotal \$1,140.00
Tax Rate (6%) \$68.40
Total \$1,208.40

RE: GMC FACADE EXTERIOR

From sidney.katz@yahoo.com <sidney.katz@yahoo.com>

Date Thu 5/22/2025 2:34 PM

To 'Gift Me Chocolate' <giftmechocolateent@gmail.com>; Michelle Bishop <mbishop@oakparkmi.gov>

You don't often get email from sidney.katz@yahoo.com. [Learn why this is important](#)

We authorize the tenant, Gift Me Chocolate, to move forward with the grant as it relates to the property at 22133 Coolidge. It is our understanding that the improvements would be consistent with the existing color scheme and that there would be no material changes. If there are any material changes we would want to review those in advance.

Thank you and we look forward to seeing the completed project.

Sidney Katz

Manager – CNMOP Properties, LLC

From: Gift Me Chocolate <giftmechocolateent@gmail.com>

Sent: Wednesday, May 21, 2025 11:06 AM

To: Sidney.katz@yahoo.com

Subject: Fwd: GMC FACADE EXTERIOR

----- Forwarded message -----

From: **Gift Me Chocolate** <giftmechocolateent@gmail.com>

Date: Mon, May 19, 2025 at 5:16 PM

Subject: Re: GMC FACADE

To: Michelle Bishop <mbishop@oakparkmi.gov>

Ok, I will contact Sidney and let him know of exterior project grant with paint and landscaping and will forward to you. I'm sure Sidney will not mind but I will send confirmation.

On Mon, May 19, 2025 at 4:21 PM Michelle Bishop <mbishop@oakparkmi.gov> wrote:

Also I do need Sydney Katz's signature or some type of email that he is good **with building changes, as owner of property**. He can send me an email or leave a VM.

This is a facade grant covering exterior painting and landscaping.

Thanks!

Michelle Bishop
Manager of Authorities

City of Oak Park
14300 Oak Park Blvd.
Oak Park, MI 48237
Office: (248) 691-2350
Cell: (810) 571-0646
<https://www.facebook.com/OakParkCorridorImprovementAuthority>



www.oakparkmi.gov

From: Gift Me Chocolate <giftmechocolateent@gmail.com>
Sent: Monday, May 19, 2025 10:26 AM
To: Michelle Bishop <mbishop@oakparkmi.gov>
Subject: GMC FACADE

Below is the application and before photos.



CITY OF OAK PARK, MI STAFF REPORT

9.B.1

AGENDA FOR: June 4, 2025

SUBJECT: Resolution to authorize Budget Amendment #2025-4

DEPARTMENT: Finance/Assessing

FROM: Josh Johnson, Deputy Finance Director

SUMMARY: 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 in order 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 proposed rollover budget amendment for the General Fund is attached and is also summarized below:

GENERAL FUND

Beginning Fund Balance July 1, 2024	\$ 5,416,407
Amended Budget as of February 10, 2025	\$ (855,627)
Net Change in Fund Balance (Amendment #2025-3)	\$ 0
Estimated Ending Fund Balance June 30, 2025	<u>\$ 4,560,780</u>

AUTHORITIES, SPECIAL REVENUE AND CAPITAL PROJECT FUNDS

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

- Increases in licenses and permits are to adjust for actual results better than anticipated.
- Increase in property tax administrative fees to actual billing to date
- Expenditure increase for IT computer subscription costs greater than anticipated.

- Reduce transfer in revenue from Public Imp fund due to no admin fees received (see below).

SPECIAL REVENUE FUNDS

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

CAPITAL PROJECT FUNDS

- Adjust administrative fees to zero due to no tax reversion purchases and reduce related transfer to the General Fund.
- Increase in grant revenue for the 11 Mile Parking Fund for part grant received.

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.

ENTERPRISE FUND

The Water and Sewer Fund includes roll over budgets from fiscal year 2023-24 that were not spent on capital related items. The overall net of these amendments will allow purchase of the capital items budgeted.

FINANCIAL STATEMENT: The proposed budget amendment has an 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 #2025-4

EXHIBITS:

1. 03.31.25 Budget Amendments

**City of Oak Park
Proposed Budget Amendments
March 31, 2025**

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>	<u>Description</u>
<u>General Fund</u>			
101-00.000-404.000	Property Tax - Admin Fee	30,000	Increase per activity to date and projections thru year-end
101-00.000-451.001	Business Licenses and Permits/TP	\$ 30,000	Increase per activity to date and projections thru year-end
101-00.000-479.000	Building Permits	30,000	Increase per activity to date and projections thru year-end
101-00.000-699.401	Transfer In - Public Imp Fund	<u>(30,000)</u>	No contribution in current year
Total Revenue Increase (Decrease)		60,000	
101-12.258-958.000	Memberships, Dues, Subscriptions	<u>60,000</u>	Increase in IT subscriptions citywide
Total Expenditure Increase (Decrease)		<u>60,000</u>	
Net Increase (Decrease) to Fund Balance		<u>\$ -</u>	
<u>Library Fund</u>			
111-00.000-675.000	Donations	\$ 1,500	Donations received
111-00.000-675.000	Donations	<u>400</u>	Ken Sherman donation
Total Revenue Increase (Decrease)		1,900	
111-20.790-726.150	Supplies-Donations	1,500	Increased by donation amount
111-20.790-726.150	Supplies-Donations	<u>400</u>	Donation to use for materials to enhance library
Total Expenditure Increase (Decrease)		<u>1,900</u>	
Net Increase (Decrease) to Fund Balance		<u>\$ -</u>	
<u>Public Improvement Fund</u>			
401-70.900-404.000	Administrative Fees	<u>\$ (30,000)</u>	Will not get it for year, no tax reverted property sales
Total Revenue Increase (Decrease)		<u>\$ (30,000)</u>	
401-70.900-999.101	Transfer Out- General Fund	<u>(30,000)</u>	transfer out will not happen this year, no admin fees is result
Total Expenditure Increase (Decrease)		<u>\$ (30,000)</u>	
Net Increase (Decrease) to Fund Balance		<u>\$ -</u>	
<u>Special Assessment Dist-11 Mile Parking Fund</u>			
813-00.000-502.500	Federal Grants- County	<u>643,624</u>	Grant money moved from Fund 251 Placemaking Grant
Total Revenue Increase (Decrease)		<u>643,624</u>	
Net Increase (Decrease) to Fund Balance		643,624	

Resolution

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment #2025-4 is authorized:

	INCREASE (DECREASE)
GENERAL FUND	
REVENUES	
PROPERTY TAXES	\$ 30,000
LICENSE AND PERMITS	60,000
TRANSFER IN	(30,000)
TOTAL REVENUES	<u>60,000</u>
EXPENDITURES	
INFORMATION TECHNOLOGY	60,000
TOTAL EXPENDITURES	<u>60,000</u>
Net Increase to Fund Balance	<u>\$ -</u>
LIBRARY FUND	
REVENUES	
OTHER REVENUE	\$ 1,900
TOTAL REVENUES	<u>1,900</u>
EXPENDITURES	
SUPPLIES, MAINTENANCE AND REPAIRS	1,900
TOTAL EXPENDITURES	<u>1,900</u>
Net Increase to Fund Balance	<u>\$ -</u>
PUBLIC IMPROVEMENT FUND	
REVENUES	
OTHER REVENUE	\$ (30,000)
TOTAL REVENUES	<u>(30,000)</u>
EXPENDITURES	
CAPITAL OUTLAY	(30,000)
TOTAL EXPENDITURES	<u>(30,000)</u>
Net Decrease to Fund Balance	<u>\$ -</u>
SPECIAL ASSESSMENT DIST. 11 MILE PARKING FUND	
REVENUES	
FEDERAL GRANTS	\$ 643,624
TOTAL REVENUES	<u>643,624</u>
Net Increase (Decrease) to Fund Balance	<u>\$ 643,624</u>

I certify that the forgoing is a true and complete copy of a Resolution adopted by
the City Council of the City of Oak Park at a regular Meeting held on this 2nd day
of June, 2025.

Research Update:

Oak Park, MI's Series 2025 GO Bonds Assigned 'A+' Rating; Outlook Is Stable

May 21, 2025

Overview

- S&P Global Ratings assigned its 'A+' rating to the City of Oak Park, Mich.'s \$10 million series 2025 general obligation (GO) unlimited-tax bonds.
- At the same time, S&P Global Ratings affirmed its 'A+' rating on the city's existing GO debt.
- The outlook is stable.
- The rating reflects the application of our methodology for rating U.S. governments, published Sept. 9, 2024, on RatingsDirect.

Rationale

Security

The city's full faith credit and resources pledge and agreement to levy ad valorem property taxes, within Michigan limitations as to rate and amount, secure the bonds.

The series 2025 bonds will be used to construct the city's new community center.

Credit highlights

The 'A+' rating reflects our view of Oak Park's stable operating performance and robust financial management policies and practices, offset by below-average local economic metrics and poorly funded pension plans.

In recent years, the city has reported surplus operating results, and projections indicate continued break-even finances through fiscal 2027. Prior to 2022, management diverted surplus funds to funding the city's pension plans; however, in recent years, excess funds have been redirected to the Parks and Recreation Improvement Capital Project fund to support a \$10.2 million event hub and bandshell project that is expected to be completed in 2026. In fiscal 2025 (June 30), management anticipates at least break-even results inclusive of a \$500,000 transfer to the Capital Projects fund. Officials adhere to a formal fund balance policy of maintaining between 8.33% and 16.66% reserves, which the city is currently meeting, with \$4.48 million, or

Primary contact

Emma Steyaert
Chicago
1-312-233-7012
emma.steyaert
@spglobal.com

Secondary contact

Michael J Mooney
New York
1-212-438-4943
michael.mooney1
@spglobal.com

Oak Park, MI's Series 2025 GO Bonds Assigned 'A+' Rating; Outlook Is Stable

15.6% of revenue, in unassigned reserves and an additional \$9 million committed in nonmajor governmental funds. However, we do expect a portion of the Capital Projects funds will be spent down on ongoing projects, including the event hub and bandshell.

The 'A+' rating further reflects our view of Oak Park's:

- Position as an inner-ring Detroit suburb in Oakland County, with ongoing commercial and residential growth. Gross county product and per capita personal income metrics are elevated compared with national averages, but local income and market value metrics are well below county and national averages. There is no concentration in the city's tax or employment base, and the city has experienced slight population growth in recent years.
- Forward-looking financial management policies and practices, including a three-year rolling financial plan and a six-year capital plan. In addition, the council receives quarterly budget-to-actual reports, with budgets informed by historical data and tracking of state and local metrics, in addition to outside resources. The city also maintains formal investment, debt management, and fund balance policies, and management is taking measures to mitigate cyber risk.
- Break-even operating track record inclusive of transfers to capital projects funds that we expect will continue throughout the outlook period, which will support the maintenance of healthy reserves in line with its formal policy.
- Moderate debt burden, with average amortization, and additional debt plans. The total authorization approved by voters in 2023 totaled \$44 million; therefore, the city plans to issue the remaining \$34 million in the next two years. The city's debt service carrying charge made up 5.8% of total governmental funds revenue in fiscal 2024. This issuance will increase the city's net direct debt, but the debt service is supported by a dedicated operating millage to support payments. Therefore, we do not expect debt payments will pressure general fund operations.
- Two pension plans, both of which were poorly funded as of fiscal 2024. The city's Michigan Public Safety Employees' Retirement System plan makes up 70% of the city's pension liability and is 60.4% funded with a net pension liability of \$36.2 million and a discount rate of 7%. The Michigan Employees' Retirement System plan is 54.6% funded with a net pension liability of \$17.7 million and a discount rate of 7%. Annual pension and other postemployment benefits contributions made up 18.4% of total governmental fund revenue in fiscal 2024, although the contribution was only approximately 83% of our minimum funding progress metrics, indicating net pension liabilities will continue to grow and present credit risk.
- For more information on our institutional framework assessment for Michigan municipalities, see "Institutional Framework Assessment: Michigan Local Governments," published Sept. 9, 2024.

Environmental, social, and governance

We view the city's environmental, social, and governance factors as neutral in our analysis.

Outlook

The stable outlook reflects our expectation that Oak Park will maintain its healthy fund balance levels and stable operating results throughout the two-year outlook period.

Downside scenario

We could lower the rating if the city is unable to maintain balanced operations, leading to drawdowns from reserves, or if its pressures from pension costs materially worsen, leading to operational pressures.

Upside scenario

We could raise the rating if the city's pension funding ratios improved while fund balance levels increased to levels comparable with those of higher-rated peers, while all other credit factors remain at least at current levels.

Oak Park, Michigan--credit summary

Institutional framework (IF)	2
Individual credit profile (ICP)	2.61
Economy	3.0
Financial performance	2
Reserves and liquidity	1
Management	2.30
Debt and liabilities	4.75

Oak Park, Michigan--key credit metrics

	Most recent	2024	2023	2022
Economy				
Real GCP per capita % of U.S.	135	--	135	135
County PCPI % of U.S.	130	--	130	129
Market value (\$000s)	2,590,036	2,298,556	2,034,478	1,793,632
Market value per capita (\$)	88,093	78,180	69,198	60,508
Top 10 taxpayers % of taxable value	10.6	10.9	11.1	11.4
County unemployment rate (%)	3.8	3.6	2.9	3.0
Local median household EBI % of U.S.	82	--	82	80
Local per capita EBI % of U.S.	87	--	87	81
Local population	29,401	--	29,401	29,643
Financial performance				
Operating fund revenues (\$000s)	--	28,744	25,156	24,474
Operating fund expenditures (\$000s)	--	25,901	22,154	22,696
Net transfers and other adjustments (\$000s)	--	(2,337)	(3,000)	(2,173)
Operating result (\$000s)	--	506	2	(395)
Operating result % of revenues	--	1.8	--	(1.6)
Operating result three-year average %	--	0.1	0.8	0.7
Reserves and liquidity				
Available reserves % of operating revenues	--	15.6	17.9	17.5
Available reserves (\$000s)	--	4,487	4,515	4,272
Debt and liabilities				
Debt service cost % of revenues	--	5.8	6.5	6.8

Oak Park, Michigan--key credit metrics

	Most recent	2024	2023	2022
Economy				
Net direct debt per capita (\$)	1,589	544	635	716
Net direct debt (\$000s)	46,732	15,999	18,663	21,228
Direct debt 10-year amortization (%)	40	88	--	--
Pension and OPEB cost % of revenues	--	18.0	19.0	25.0
NPLs per capita (\$)	--	1,835	2,003	1,973
Combined NPLs (\$000s)	--	53,944	58,903	58,473

Financial data may reflect analytical adjustments and are sourced from issuer audit reports or other annual disclosures. Economic data is generally sourced from S&P Global Market Intelligence, the Bureau of Labor Statistics, Claritas, and issuer audits and other disclosures. GCP--Gross county product. PCPI--Per capita personal income. EBI--Effective buying income. OPEB--Other postemployment benefits. NPLs--Net pension liabilities.

Ratings List

New Issue Ratings

US\$10.0 mil GO unlt'd tax bnds ser 2025 due 05/01/2050

Long Term Rating A+/Stable

Ratings Affirmed

Local Government

Oak Pk, MI Unlimited Tax General Obligation A+/Stable

The ratings appearing below the new issues represent an aggregation of debt issues (ASID) associated with related maturities. The maturities similarly reflect our opinion about the creditworthiness of the U.S. Public Finance obligor's legal pledge for payment of the financial obligation. Nevertheless, these maturities may have different credit ratings than the rating presented next to the ASID depending on whether or not additional legal pledge(s) support the specific maturity's payment obligation, such as credit enhancement, as a result of defeasance, or other factors.

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at <https://disclosure.spglobal.com/ratings/en/regulatory/ratings-criteria> for further information. A description of each of S&P Global Ratings' rating categories is contained in "S&P Global Ratings Definitions" at <https://disclosure.spglobal.com/ratings/en/regulatory/article/-/view/sourceId/504352>. Complete ratings information is available to RatingsDirect subscribers at www.capitaliq.com. All ratings referenced herein can be found on S&P Global Ratings' public website at www.spglobal.com/ratings.

Oak Park, MI's Series 2025 GO Bonds Assigned 'A+' Rating; Outlook Is Stable

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CITY OF OAK PARK, MI STAFF REPORT

9.C.1

AGENDA FOR: June 4, 2025

SUBJECT: Request to award the final professional services contract for the Construction Manager on the 2025 Event Hub Construction Project.

DEPARTMENT: Department of Public Works

FROM: Dave DeCoster, DPW Director

SUMMARY: On November 18, 2024, City Council approved a base contract to Frank Rewold and Sons, Inc. (FRS) to perform Construction Manager services for the 2025 Event Hub Construction Project. The contract approval was based off the FRS Oakland County Annual Contract. The contract included Construction Management staffing at \$448,708.00 with the Construction Manager's fee (2.8%), Insurance fee (0.5%), and PLM Bond fee (1.1%) to be based off the final cost of construction. With the project now bid out, we are requesting to award the final contract to FRS as well as a final project Guaranteed Maximum Price (GMP). This project includes the construction of the new Event Hub and Band Shell in the vacant green space between City Hall and the Library. We have successfully worked with the FRS team on multiple projects in the past and are very comfortable with this recommendation.

FINANCIAL STATEMENT: Funding is available in the FY 2024-25 Parks and Recreation Improvement Fund (407-18.444-970) for this expenditure. See below for a full breakdown of the project costs:

<i>Construction Manager Staffing (Previously Awarded)</i>	<i>\$448,708.00</i>
<i>Construction Contracts (Previously Awarded)</i>	<i>\$6,608,075.00</i>
Unawarded Project Scopes and Trade Alternates	\$1,081,012.00
Construction Contingency (5%)	\$407,453.00
Construction Allowances	\$459,975.00
GLI Insurance (0.50%)	\$45,026.00
Construction Manager's Fee (2.8%)	\$253,407.00
PLM Bond (1.1%)	\$102,340.00
Total Project Guaranteed Maximum Price (GMP)	\$9,405,996.00

RECOMMENDED ACTION: It is recommended that City Council approve the final contract for Frank Rewold and Sons, Inc. to perform Construction Manager services for the 2025 Event Hub Construction Project. This contract includes a final project GMP of \$9,405,996.00. The final contract will require approval by the City Attorney's office. Funding is available in the Parks and Recreation Improvement Fund (407-18.444-970) for this expenditure.

EXHIBITS:

1. Event Hub_Final GMP



May 29, 2025

Mr. David DeCoster
Deputy City Manager/Director of Public Works
City of Oak Park
Department of Public Works
10600 Capital St.
Oak Park, MI 48237

RE: Contract Recommendations and GMP Amendment for Oak Park Event Hub and Bandshell

Dear Mr. DeCoster:

Frank Rewold and Sons Inc. is thankful for the opportunity to be your construction manager and advocate on the construction of your project. We are pleased to present our contract recommendations and guaranteed maximum price (GMP) amendment including GMP qualifications for the Oak Park Event Hub and Bandshell project. Please find these documents enclosed. These documents were prepared and are based on documents issued by Neumann Smith called Bids and Permits dated March 26, 2025 and Addendum 1 dated April 22, 2025. As part of the documents, Frank Rewold and Sons' Project Manual is included, including Bid Memorandum 1 dated April 24, 2025.

Frank Rewold and Sons Inc. accepted bids for the Oak Park Event Hub and Bandshell project on Tuesday, April 29, 2025 at 2:00 p.m. A public bid opening was held Tuesday, April 29, 2025 at 2:00 p.m., and bids were sealed upon delivery, publicly opened, and read aloud.

All bids were recorded on the attached Bid Opening Summary. A total of 87 bids were received for this project. Frank Rewold and Sons Inc. interviewed the lowest qualified bidders and based on the interviews, recommends the attached contract awards.

Please contact us at (248) 310-0809 if you have any questions regarding the bid process or this document. We look forward to commencing construction and thank you once again for the trust and confidence to deliver this exceptional project for you.

Sincerely,

FRANK REWOLD AND SONS INC.

Kurt Ryder
Senior Estimator

Cc:

1. Philip Herriges, Neumann Smith
2. Jason Rewold, FRS
3. Lillian Wilson, FRS
4. Jordan Sirhan, FRS
5. Dan Nelson, FRS
6. Brad Detwiler, FRS

Attachments:

1. GMP Qualifications
2. GMP Summary
3. Contract Recommendation Summary
4. Contract Recommendations
5. Bid Results

FRANK REWOLD & SONS INC.

CONSTRUCTION MANAGER | GENERAL CONTRACTOR
303 E. THIRD STREET | SUITE 300 | ROCHESTER, MICHIGAN 48307 | p 248.651.7242





Oak Park Event Hub and Bandshell GMP Qualifications

- CM pre-construction services
- Owner contingency
- Permits and fees
- Bonds (except performance, labor, and material bond)
- Design fees
- Furniture, fixtures, and equipment
- Testing services
- Overtime/premium time to accelerate schedule
- Utility usage costs including temporary heat fuel
- Utility company fees
- Hazardous material testing and abatement
- Contaminated soils
- Well point dewatering
- Blocking for items not shown
- Power to door hardware power supplies by security contractor
- FRS document review comment changes that are not incorporated into current documents
- Post-bid interview bulletin changes
- Furniture/equipment moving
- IT/AV/data equipment and low voltage wiring
- Site conduit for fiber and fiber work
- Security equipment, cameras, and low voltage wiring
- Card readers
- Construction screening
- Firewatch
- 3rd party site security patrols
- Hot pour rubber concrete sealant
- Frost greater than 6"
- Frost law impacts
- Fire pump
- Fire suppression at soffits and canopies, including bandshell
- Grant management, tracking, reporting, etc.
- Green wall/trellis
- Any work associated with DTE lights

Assumptions/Clarifications/Qualifications:

- The assumptions, clarifications, and qualifications specifically noted below shall take precedence over any conflicting item in the Drawings, Specifications, or contract.
- One-year standard workmanship warranty and standard product material warranties included.
- Allowances are included to cover work that is reasonably known to be required, or possibly required, but is not definable in terms of quantity and such. As such, any overage or under cost will be paid by/returned to the owner if unused funds remain at the end of the project.



- Assumes stockpiling, with room to stockpile, existing topsoil and respreading of existing topsoil.
- The scopes of work and bought out work with inclusions and exclusions are per the Frank Rewold and Sons Inc. project manual dated April 9, 2025.
- Assumes no fire rated walls/doors and/or head of wall firestopping.
- Volatility continues in the current economy. FRS has made a diligent effort to verify pricing with subcontractors. Contractors have generally been confident to lock in pricing with issuances of contracts. It is imperative that the design team and owner group work with FRS to expedite submittal approvals and releasing of material. Ordering material and billing for stored material is also an effective measure to avoid cost escalations. FRS asks for a team approach to resolving any unsuspected or unavoidable cost escalations in an equitable manner fair to all parties.

Contract Recommendation Summary

Bid Category	Contractor	Contract Amount	GMP
Bid Category B - Landscaping and Irrigation	KLM Scape & Snow d.b.a. KLM Landscape	\$ 316,624	\$ 316,624
Bid Category E - Site Concrete and Concrete Flatwork	Metropolitan Concrete	\$ 420,964	\$ 420,964
Bid Category F - Polished Concrete	ProTech	\$ 20,200	\$ 20,200
Bid Category G - Masonry	Albaugh Masonry Stone and Tile (Owner Held Contract)	\$ 600,800	\$ 600,800
Bid Category I - Handrails and Guardrails	Contract Recommendation Not Yet Finalized - See GMP	\$ -	\$ 35,000
Bid Category J - Carpentry	Conquest Construction Co.	\$ 194,261	\$ 194,261
Bid Category K - Millwork	MOD Interiors	\$ 39,825	\$ 39,825
Bid Category L - Joint Sealants and Air Barrier	MAG Insulation	\$ 40,920	\$ 132,500
Bid Category M - Membrane Roofing	Butcher & Butcher Construction Co.	\$ 204,134	\$ 204,134
Bid Category N - Metal Siding	Liberty Sheet Metal	\$ 369,300	\$ 369,300
Bid Category O - Metal Roofing	Liberty Sheet Metal	\$ 70,550	\$ 70,550
Bid Category P - Doors, Frames, and Hardware	A&C Builders Hardware	\$ 45,700	\$ 45,700
Bid Category Q - Overhead Doors	Arbon Equipment Co.	\$ 145,756	\$ 145,756
Bid Category R - Aluminum, Glass, and Glazing	Rochester Hills Contract Glazing	\$ 213,000	\$ 213,000
Bid Category S - Hard Tile	East Side Tile & Marble	\$ 9,425	\$ 9,425
Bid Category T - Acoustic Ceilings	Huron Acoustic Tile Co.	\$ 26,615	\$ 26,615
Bid Category U - Resinous Flooring	Contract Recommendation Not Yet Finalized - See GMP	\$ -	\$ 44,585
Bid Category V - Carpet and Resilient Flooring	Premier Tile Design	\$ 4,050	\$ 4,050
Bid Category W - Painting	Bella Paint & Design	\$ 27,200	\$ 27,200
Bid Category X - Signage	Contract Recommendation Not Yet Finalized - See GMP	\$ -	\$ 30,000
Bid Category Y - Toilet Partitions and Accessories	Rayhaven Group	\$ 11,285	\$ 11,285
Bid Category Z - Metal Canopies	Contract Recommendation Not Yet Finalized - See GMP	\$ -	\$ 32,500
Bid Category AA - Firepits	Contract Recommendation Not Yet Finalized - See GMP	\$ -	\$ 14,115
Bid Category BB - Site Furnishings	Contract Recommendation Not Yet Finalized - See GMP	\$ -	\$ 255,075
Bid Category CC - Food Service Equipment	Great Lakes Hotel Supply Co.	\$ 183,773	\$ 183,773
Bid Category DD - Fire Suppression	Macomb Mechanical	\$ 51,150	\$ 51,150
Bid Category EE - Plumbing	S.E. Kalchik Mechanical	\$ 323,851	\$ 323,851
Bid Category FF - HVAC	Quality Aire Systems	\$ 413,500	\$ 413,500
Current Contract Recommendations Sub-Total		\$ 3,732,883	\$ 4,235,738
Previous Contracts			
Bid Category A - Earthwork and Site Utilities	Verdeterre Contracting	\$ 444,000	\$ 444,000
Bid Category C - Fencing	RMD Holdings d.b.a. Nationwide Construction Group	\$ 60,120	\$ 60,120
Bid Category D - Concrete Foundations	Poured Brick Walls	\$ 219,669	\$ 219,669
Bid Category H - Structural Steel and Miscellaneous Metals	Ross Structural Steel	\$ 783,000	\$ 783,000
Bid Category GG - Electrical	Electrotec Contracting	\$ 865,548	\$ 865,548
Previous Contracts Sub-Total		\$ 2,372,337	\$ 2,372,337
Contract Recommendation Sub-Total		\$ 6,105,220	\$ 6,608,075
Other Project Costs			
CM Pre-Construction Services		\$	-
CM Staffing		\$	448,708
CM Construction Contingency		\$	407,453
General Conditions Allowances		\$	459,975
Unawarded and Trade Allowances		\$	1,081,012
GLI Insurance		\$	45,026
CM Fee		\$	253,407
Performance, Labor, and Material Bond		\$	102,340
Other Project Costs Sub-Total		\$	\$ 2,797,921
Construction Totals			\$ 9,405,996

Contract Recommendations		Subtotals	Totals	GMP
Bid Category A - Earthwork and Site Utilities				
Verdeterre Contracting	Base Bid			
7994 Belleville Rd.	T.A. - Furnish and install of landscape underdrains			
Belleville, MI 48111	T.A. - From the top of footing excavation in the base bid, to undercut entire band shell building footprint area including the storage room area to average bottom of topsoil			
	T.A. - As an add to Trade Alternate #2, to undercut entire band shell building footprint area including the storage room area an additional 2' to average bottom of potential fill			
	T.A. - Load and haul off cut material used in the base bid as fill at building pads and import approved fill.			
	T.A. - Screening of topsoil, for topsoil to be placed on site			
	T.A. - Furnish and install 1x3 and 21AA crushed concrete imported and placed for temporary drives, parking and staging areas per the site logistics plan			
	T.A. - Furnish and install of irrigation sleeves			
	T.A. - Sawcut and remove concrete required for tapping existing sanitary sewer manhole			
	Performance and Labor Bond			
	Contract Recommendation		\$ -	\$ -
Bid Category B - Landscaping and Irrigation				
KLM Scape & Snow d.b.a. KLM Landscape	Base Bid	\$ 277,999		
70570 Powell Rd.	T.A. - Furnish and install of landscape underdrains	30,375		
Armada, MI 48005	T.A. - Furnish and install of irrigation sleeves	8,250		
	T.A. - Any programming, etc. that may be required with adding an irrigation booster pump. All other physical work associated with booster pump will be by others	-		
	T.A. - Furnish and install Bid Category AA - Firepits	-		
	T.A. - Furnish only Bid Category BB - Site Furnishings	-		
	T.A. - Install only Bid Category BB - Site Furnishings	-		
	T.A. - Add one year landscape maintenance except that as required by warranty work	-		
	T.A. - Fertilize all plantings/plant beds/trees one time	-		
	T.A. - Fertilize all new seeded and sodded areas one time	-		
	T.A. - Provide weed control to all plantings/plant beds/trees one time	-		
	T.A. - Provide weed control to all new seeded and sodded areas one time	-		
	T.A. - Provide pesticide application to all plantings/plant beds/trees one time	-		
	T.A. - Haul spoils generated by this trade off site	-		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ 316,624	\$ 316,624
Bid Category C - Fencing				
RMD Holdings d.b.a. Nationwide Construction Group	Base Bid			
69951 Lowe Plank Rd.	T.A. - Temporary fencing identified on logistics plan and tie temporary into existing fence			
Richmond, MI 48062	T.A. - Remove initially installed temporary fencing after partial duration of construction and change to 6' chain link temporary stand fence at the areas noted in green on the logistics plan			
	T.A. - Remove initially installed temporary fencing after partial duration of construction and move same post driven fencing to the area noted in blue on the logistics plan			
	T.A. - Reuse existing fence posts at relocated fence, if salvageable			
	T.A. - Haul spoils generated by this trade off site			
	Performance and Labor Bond			
	Contract Recommendation		\$ -	\$ -
Bid Category D - Concrete Foundations				
Poured Brick Walls	Base Bid			
8001 Park Place	T.A. - Have the earthwork contractor leave the excavation at bottom of lowest footing and eliminate excavation for work of this trade			
Brighton, MI 48116	T.A. - Add 24" diameter frost depth concrete foundations and embedment of sleeve for removable bollards at decorative bollards			
	T.A. - Add frost footings at overhead doors			
	T.A. - Add foundations (non winter conditions depth) at interior locations noted as contractor's option that are assumed to be thickened slabs by others in the base bid			
	T.A. - Haul spoils generated by this trade off site			
	Performance and Labor Bond			
	Contract Recommendation		\$ -	\$ -
Bid Category E - Site Concrete and Concrete Flatwork				
Metropolitan Concrete	Base Bid	\$ 420,964		
6581 Metro Parkway	T.A. - Furnish, install, maintain, and remove stand alone mock-up panel in lieu of in-place	-		
Sterling Heights, MI 48312	T.A. - Furnish and install housekeeping pad for irrigation booster pump. Reference I102	-		
	T.A. - Add 24" diameter frost depth concrete foundations and embedment of sleeve for removable bollards at decorative bollards	-		
	T.A. - Change all exposed aggregate concrete to standard broom finished	-		
	T.A. - Delete concrete curbs and provide thickened face concrete walks where new concrete walks are adjacent to concrete pavement	-		
	T.A. - Leave concrete curbs and provide thickened face concrete walks where new concrete walks are adjacent to concrete pavement	-		
	T.A. - Provide VaporLock 20/20 or equivalent at new interior slabs on grade	-		
	T.A. - Delete thickened slabs at interior locations noted as contractors option included in the base bid	-		
	T.A. - Haul spoils generated by this trade off site	-		
	T.A. - Furnish and install 1,100 square feet of concrete pavement using landscape Typical Heavy Duty Concrete Sidewalk Pavement Detail at EX-SAN 30-397A. Reference civil sheet 4 of 8	-		
	T.A. - Change the concrete profile at overhead doors to match the typical frost footing top cap detail	-		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ 420,964	\$ 420,964

Bid Category F - Polished Concrete				
ProTech	Base Bid	\$ 20,200		
49849 Oakland Dr.	Alt. 1 - Polished concrete with stain	-		
Shelby Twp., MI 48315	T.A. - Furnish, install, and remove Skudo or equivalent floor protection over installed work of this trade	-		
	T.A. - Furnish, install, and remove Ram Board or equivalent floor protection over installed work of this trade	-		
	T.A. - Furnish, install, and remove specified floor protection over installed work of this trade	-		
	T.A. - Provide a grout fill skim coat over all areas to receive polished concrete	-		
	T.A. - Provide 3,05 - Field Quality Control for work of this trade	-		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ 20,200	\$ 20,200
Bid Category G - Masonry				
Albaugh Masonry Stone and Tile (Owner Held Contract)	Base Bid	\$ 600,800		
2505 Dixie Hwy.	T.A. - Furnish and install one coat of decorative CMU surface water repellant at exterior decorative CMU, including bandshell. Reference 099100 - Painting/3,06/B/1	-		
Waterford, MI 48328	T.A. - Furnish and install one coat of decorative CMU surface water repellant at interior decorative CMU, Reference 099100 - Painting/3,06/B/1	-		
	T.A. - Additional masonry work to accommodate foundations as detailed at interior locations where noted, assumed starting on thickened slabs in the base bid	-		
	T.A. - Delete decorative masonry veneer at bandshell and make a single wythe decorative masonry veneer without the accent pieces	-		
	T.A. - Add \$21.22 per laborer (not mason) hour if bidder is non-union for additional costs, Proposed labor hours to be provided prior to issuance of contract	-		
	Performance and Labor Bond	-		
***Low bidder withdrew due to error	Contract Recommendation		\$ 600,800	\$ 600,800
Bid Category H - Structural Steel and Miscellaneous Metals				
Ross Structural Steel	Base Bid			
110 E. Robinwood St.	T.A. - Delete framing for mechanical screen wall framing			
Detroit, MI 48203	T.A. - Furnish, install, and remove stand alone mock-up for AESS			
	T.A. - Furnish and install interior roof ladder			
	Performance and Labor Bond			
	Contract Recommendation		\$ -	\$ -
Bid Category I - Handrails and Guardrails				
Contract Recommendation Not Yet Finalized - See GMP	Base Bid	\$ -		
	T.A. - Provide galvanized handrails in lieu of stainless steel	-		
	T.A. - Provide delegated design/signed and sealed drawings and calculations	-		
	T.A. - Increase the length of hand/guardrail and connect what is shown on landscape with what is shown on structural	-		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ -	\$ 35,000
Bid Category J - Carpentry				
Conquest Construction Co.	Base Bid	\$ 201,810		
33174 Capital St.	T.A. - Delete sheathing at band shell soffit/ceiling	(5,100)		
Livonia, MI 48150	T.A. - Furnish and install acoustic wall panels	-		
	T.A. - Furnish, install, and remove temporary 2x and OSB infills of all door and window openings	-		
	P.B. - Delete AED	(2,449)		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ 194,261	\$ 194,261
Bid Category K - Millwork				
MOD Interiors	Base Bid	\$ 39,825		
9301 Marine City Hwy.	T.A. - Furnish and install acoustic wall panels	-		
Ira Twp., MI 48023				
	Performance and Labor Bond	-		
***Low bidder did not have bid bond	Contract Recommendation		\$ 39,825	\$ 39,825
Bid Category L - Joint Sealants and Air Barrier				
MAG Insulation	Base Bid	\$ 64,500		
4527 S. Garfield Rd.	T.A. - Delete air barrier at band shell soffit/ceiling	(23,580)		
Auburn, MI 48611	T.A. - Provide Air Barrier Association of America QAP	-		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ 40,920	\$ 132,500

Bid Category M - Membrane Roofing				
Butcher & Butcher Construction Co. 3885 Industrial Dr. Rochester Hills, MI 48309	Base Bid T.A. - Add prefinished metal bent plate fascia at band shell T.A. - Add prefinished metal bent plate fascia at event hub T.A. - Add fascia at band shell in 22 gauge steel in manufacturer's standard color T.A. - Add fascia at event hub in 22 gauge steel in manufacturer's standard color T.A. - Add fascia at band shell in .032 aluminum in manufacturer's standard color T.A. - Add fascia at event hub in .032 aluminum in manufacturer's standard color T.A. - Provide shop-fabricated metals fabricated to meet ES-1 requirements in lieu of pre-manufactured specialties T.A. - Provide winter roofing including upgrading adhesives, etc. This does not include snow removal or any sort of tenting, heating, etc. T.A. - Mechanically fasten all insulation in lieu of adhered layer T.A. - Delete flashing in posts for mechanical unit screen framing T.A. - Add a tapered insulation system to the low roof of the event hub T.A. - Change high density polyisocyanurate insulation to standard insulation at top layer Performance and Labor Bond	\$ 204,134 - - - - - - - In Base - - - - -		
Contract Recommendation		\$ 204,134	\$ 204,134	
Bid Category N - Metal Siding				
Liberty Sheet Metal 15900 32 Mile Rd. Ray, MI 48096	Base Bid T.A. - Change fiberglass z-girts to standard steel z-girts T.A. - Furnish and install extruded aluminum mechanical screen siding system onto steel framed system by others. Do not include delegated design T.A. - Add delegated design to extruded aluminum mechanical screen siding system T.A. - Furnish and install linear metal ceiling system for a complete system at interior of Event Hub, including all edge trims, mineral wool insulation, supports, hangers, etc. Performance and Labor Bond	\$ 381,300 (12,000) - - - -		
Contract Recommendation		\$ 369,300	\$ 369,300	
Bid Category O - Metal Roofing				
Liberty Sheet Metal 15900 32 Mile Rd. Ray, MI 48096	Base Bid T.A. - Add prefinished metal bent plate fascia at band shell T.A. - Add prefinished metal bent plate fascia at event hub T.A. - Add fascia at band shell in 22 gauge steel in manufacturer's standard color T.A. - Add fascia at event hub in 22 gauge steel in manufacturer's standard color T.A. - Add fascia at band shell in .032 aluminum in manufacturer's standard color T.A. - Add fascia at event hub in .032 aluminum in manufacturer's standard color T.A. - Provide shop-fabricated metals fabricated to meet ES-1 requirements in lieu of pre-manufactured specialties at base bid roofing T.A. - Change finish from manufacturer's standard range of painted colors to a painted custom color for roof panels T.A. - Add delegated design/signed and sealed drawings and calculation for metal roof system Performance and Labor Bond	\$ 70,550 - - - - - - - - - -		
Contract Recommendation		\$ 70,550	\$ 70,550	
Bid Category P - Doors, Frames, and Hardware				
A&C Builders Hardware 22212 Dequindre Rd. Warren, MI 48091 .	Base Bid Performance and Labor Bond	\$ 45,700 -		
Contract Recommendation		\$ 45,700	\$ 45,700	
Bid Category Q - Overhead Doors				
Arbon Equipment Co. 28505 Schoolcraft Rd. Livonia, MI 48150	Base Bid T.A. - Provide sectional doors as custom colored T.A. - Delete lock cylinders Performance and Labor Bond	\$ 145,756 - - -		
Contract Recommendation		\$ 145,756	\$ 145,756	
Bid Category R - Aluminum, Glass, and Glazing				
Rochester Hills Contract Glazing 1155 Centre Rd. Auburn Hills, MI 48326	Base Bid T.A. - Add wiring of push buttons to operator and from operator to power J-box T.A. - Add delegated design/signed and sealed engineered shop drawings for translucent panel assemblies. T.A. - Add delegated design/signed and sealed engineered shop drawings for aluminum framed entrances and storefronts T.A. - Add preconstruction sealant testing for work of this trade T.A. - Add furnish and install of air/vapor barrier transitions at work of this trade T.A. - Provide the more expensive translucent panel assembly among the specified manufacturers Performance and Labor Bond	\$ 213,000 - - - - - - -		
Contract Recommendation		\$ 213,000	\$ 213,000	
Bid Category S - Hard Tile				
East Side Tile & Marble 42700 Mound Rd. Sterling Heights, MI 48314	Base Bid T.A. - Furnish and install waterproofing at all wall tile Performance and Labor Bond	\$ 9,425 - -		
Contract Recommendation		\$ 9,425	\$ 9,425	

Bid Category T - Acoustic Ceilings				
Huron Acoustic Tile Co.	Base Bid	\$ 18,815		
51410 Milano Dr., Unit 114	T.A. - Furnish and install acoustic wall panels	7,800		
Macomb Twp., MI 48042	P.B. - Add linear metal ceiling system			
	Performance and Labor Bond	-		
	Contract Recommendation		\$ 26,615	\$ 26,615
Bid Category U - Resinous Flooring				
Contract Recommendation Not Yet Finalized - See GMP	Base Bid	\$ -		
	T.A. - Furnish, install, and remove manufacturer's and bidder's most preferred/recommended flooring protection over finished floor	-		
	T.A. - Furnish, install, and remove Skudo or equivalent floor protection over installed work of this trade	-		
	T.A. - Extend RFL2 and associated wall base into Corridor 110 to the beginning of Storage 106 wall	-		
	T.A. - Provide manufacturer's recommended moisture mitigation system at work of this trade	-		
	T.A. - Provide manufacturer's recommended floor prep/skim coat over all flooring substrate of work of this trade	-		
	T.A. - Provide 3,04/B - Field Quality Control for work of this trade	-		
	T.A. - Change RF-1 base to 4" integral epoxy cove base	-		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ -	\$ 44,585
Bid Category V - Carpet and Resilient Flooring				
Premier Tile Design	Base Bid	\$ 4,050		
12971 Eaton St.	T.A. - Upgrade carpet adhesive to 99% RH	-		
Detroit, MI 48227	T.A. - Furnish and install wall base at Alcove 107, Storage 106 and Corridor 110	-		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ 4,050	\$ 4,050
Bid Category W - Painting				
Bella Paint & Design	Base Bid	\$ 27,200		
2405 Candlewick Dr.	T.A. - Paint Janitors Closet 109 and Storage 106 walls	-		
Lake Orion, MI 48359	T.A. - Paint Janitors Closet 109 and Storage 106 ceilings	-		
	T.A. - Furnish and install one coat of decorative CMU surface water repellent at exterior decorative CMU, including bandshell	-		
	T.A. - Furnish and install one coat of decorative CMU surface water repellent at interior decorative CMU	-		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ 27,200	\$ 27,200
Bid Category X - Signage				
Contract Recommendation Not Yet Finalized - See GMP	Base Bid	\$ -		
	T.A. Delete site signage per civil drawings	-		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ -	\$ 30,000
Bid Category Y - Toilet Partitions and Accessories				
Rayhaven Group	Base Bid	\$ 11,285		
35901 Schoolcraft Rd.	T.A. - Add furnishing (installation in base bid), of diaper changing stations	-		
Livonia, MI 48150	Performance and Labor Bond	-		
	Contract Recommendation		\$ 11,285	\$ 11,285
Bid Category Z - Metal Canopies				
Contract Recommendation Not Yet Finalized - See GMP	Base Bid	\$ -		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ -	\$ 32,500
Bid Category AA - Firepits				
Contract Recommendation Not Yet Finalized - See GMP	Base Bid			
	Performance and Labor Bond			
	Contract Recommendation		\$ -	\$ 14,115
Bid Category BB - Site Furnishings				
Contract Recommendation Not Yet Finalized - See GMP	Base Bid			
	T.A. - Add installation (less concrete foundations for bollards) for work of this trade			
	Performance and Labor Bond			
	Contract Recommendation		\$ -	\$ 255,075
Bid Category CC - Food Service Equipment				
Great Lakes Hotel Supply Co.	Base Bid	\$ 183,773		
24101 W. Nine Mile Rd.	T.A. - Delete any work associated with salvaging equipment prior to construction, Base bid is to include cleaning and resetting/reinstallation when owner/others brings the equipment back	-		
Southfield, MI 48033	T.A. - Furnish and install stainless steel shroud for wall mounted utilities	-		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ 183,773	\$ 183,773

Bid Category DD - Fire Suppression				
Macomb Mechanical	Base Bid	\$ 51,200		
6520 Nineteen Mile Rd.	T.A. - Provide custom colored heads at the linear metal ceilings	650		
Sterling Heights, MI 48314	P.B. - Delete permit and inspection fees per Oak Park	(700)		
	Performance and Labor Bond			
	Contract Recommendation		\$ 51,150	\$ 51,150
Bid Category EE - Plumbing				
S.E. Kalchik Mechanical	Base Bid	\$ 324,496		
24735 Crestview Ct.	T.A. - Add furnish and install of irrigation booster pump as indicated on I101, I102, and specifications	-		
Farmington Hills, MI 48335	P.B. - Delete permit and inspection fees per Oak Park	(645)		
	Performance and Labor Bond	-		
***Low bidder withdrew due to error				
	Contract Recommendation		\$ 323,851	\$ 323,851
Bid Category FF - HVAC				
Quality Aire Systems	Base Bid	\$ 411,000		
328 6 Mile Rd.	T.A. - Furnish and install CityScapes Enviro-Vertical Wide Rib Panels (or equivalent) in manufacturer's standard range of colors at the exterior roof mounted equipment	-		
Whitmore Lake, MI 48189	T.A. - Change base bid scheduled duct at event space to double walled insulated duct with accessories as noted	-		
	T.A. - Add a gas detection and alarm system within the limits of the kitchen area and mechanical room with hot water heater	3,000		
	P.B. - Delete permit and inspection fees per Oak Park	(500)		
	Performance and Labor Bond	-		
	Contract Recommendation		\$ 413,500	\$ 413,500
Bid Category GG - Electrical				
Electrotec Contracting	Base Bid			
46582 Erb Dr.	T.A. - Furnish and install all electrical work associated with irrigation booster pump as indicated on I101, I102, and specifications, including all control wiring, disconnects, etc, as required			
Macomb, MI 48042	T.A. - Change from L7 lights to L7-ALT lights			
	T.A. - Add wiring of push buttons to operator and from operator to power J-box for auto operators			
	T.A. - Add a switch to control the circuit to the fire pit			
	T.A. - Furnish and install low voltage wiring and final connections for electrified door hardware to power supply provided by others. Reference door schedule and door hardware sets			
	T.A. - Furnish and install of 2" weather head, integration of bi-directional alarm outputs and fire alarm control panel, and 15 amp circuit for distributed antenna/amplifier system			
	P.B. - Delete permit and inspection fees per Oak Park			
	Performance and Labor Bond			
	Contract Recommendation		\$ -	\$ -
	Total Current Contract Recommendations		\$ 3,732,883	\$ 4,235,738

Other Project Costs				Totals
<u>Previous Contract Awards</u>				
	Bid Category A - Earthwork and Site Utilities	\$ 444,000		
	Bid Category C - Fencing	\$ 60,120		
	Bid Category D - Concrete Foundations	\$ 219,669		
	Bid Category H - Structural Steel and Miscellaneous Metals	\$ 783,000		
	Bid Category GG - Electrical	\$ 865,548		
	Previous Contract Awards Subtotal			\$ 2,372,337
<u>Allowances</u>				
<u>General Condition Allowances</u>				
	Winter Conditions	\$ 60,000		
	Project Management Technology	\$ 3,500		
	Temporary Opening Enclosures/Temporary Protection/Temporary Barricades/Temporary Walls and Doors	\$ 45,000		
	Temporary Toilets	\$ 8,800		
	Project Cell Phone	\$ 1,800		
	Postage and Mailings	\$ 500		
	Floor Protection	\$ 22,000		
	Field Office	\$ 22,000		
	Knox Box	\$ 1,200		
	Temporary Heating (Fuel by Owner)	\$ 30,000		
	Project Sign	\$ 2,500		
	Survey/Layout/Staking	\$ 30,000		
	Builders Risk Insurance	\$ 30,000		
	Printing	\$ 2,000		
	Temporary Signage	\$ 3,000		
	Private Utility Marking	\$ 5,000		
	Site Maintenance	\$ 25,000		
	Dumpsters	\$ 10,500		
	Final Cleaning	\$ 21,425		
	Safety	\$ 8,250		
	Tools and Equipment	\$ 15,000		
	Progress Cleaning	\$ 112,500		
	General Conditions Allowance Subtotal			\$ 459,975

	Unawarded and Trade Allowances			
	Floor Prep	\$ 10,000		
	Flooring Moisture Mitigation	\$ 7,500		
	Poor Soils/Undercuts	\$ 75,000		
	Topsoil Screening	\$ 15,000		
	Gate Well and Valve	\$ 8,500		
	Concrete Restoration at Transformer	\$ 5,000		
	Miscellaneous Restoration	\$ 7,500		
	Landscape and Irrigation Trade Alternates (Landscape Maintenance, Fertilizing, Weed Control, Pesticides)	\$ 7,300		
	Dust Control and Maintenance	\$ 10,000		
	Decorative Bollard Foundations	\$ 3,500		
	Non-Earthwork Spoils	\$ 23,205		
	Concrete Foundations Trade Alternates (Frost Footings at Overhead Doors and Interior Foundations)	\$ 24,040		
	Polished Concrete Alternate and Trade Alternate (Dye, Grout Coat, and 3,05 Field Quality Control)	\$ 12,500		
	Resinous Flooring Trade Alternates (3,05 Field Quality Control)	\$ 5,000		
	Structural Steel Trade Alternates (AESS Mock-Up and Interior Ladder)	\$ 15,000		
	Site Concrete and Concrete Flatwork Trade Alternates and Voluntary Alternates (Mock Up Panel, Thickened Faces, VaporLock 20/20, OH Door Frost Cap, Layout, Exterior Sealant, #10 Mesh in 4")	\$ 57,510		
	2026 Site Concrete and Additional ADA Ramps	\$ 10,000		
	Revised Concrete Step Details at Bandshell	\$ 20,000		
	Masonry Trade Alternates (Alternate Footing Detail)	\$ 4,250		
	Caulking and Joint Sealant Trade Alternates (Air Barrier at Bandshell Soffit/Ceiling, AABA)	\$ 29,930		
	Aluminum, Glass, and Glazing Trade Alternates (Delegated Design for Translucent Panels and Storefront, Sealant Testing, and Air/Vapor Transitions)	\$ 17,000		
	Temporary Drives and Temporary Site Work	\$ 85,000		
	Concrete Removal/Replacement For Sanitary Tap	\$ 23,060		
	Miscellaneous Bent Plates (2&7/A511)	\$ 30,000		
	Concrete Overages with Trench Foundations	\$ 7,500		
	Temporary Fence Adjustments	\$ 13,115		
	Irrigation Booster Pump	\$ 18,025		
	Electrical Trade Alternates (Alt L7, Wire Push Buttons, Firepit Switch, Door Strike Wiring)	\$ 19,542		
	Emergency Radio Responder System	\$ 34,011		
	Field Applied Decorative Masonry Sealer	\$ 63,000		
	Sheathing and Air Barrier at Bandshell	\$ 28,680		
	Metal Siding Trade Alternates (Fiberglass Girts, Mechanical Screen Wall, Delegated Design)	\$ 86,330		
	Metal Roofing Trade Alternates (Fascia at Bandshell and Event Hub, Custom Color Roof, Delegated Design)	\$ 90,750		
	Membrane Roofing Trade Alternates (Tapered Insulation at Low Roof)	\$ 27,020		
	Hard Tile Trade Alternate (Wall Tile Waterproofing)	\$ 1,750		
	Interior Linear Metal Ceiling	\$ 140,000		
	Additional Soffit Framing at Bandshell	\$ 7,500		
	Carpet and Resilient Flooring Trade Alternates (99% Adhesive, Additional Base)	\$ 1,400		
	AED	\$ 2,449		
	Food Service Equipment Trade Alternate (Stainless Steel Shroud)	\$ 3,000		
	HVAC Dual Wall Spiral	\$ 20,000		
	Fire Protection, Plumbing, Mechanical, Electrical Inspection Fees	\$ 3,645		
	General Wall Patch/Painting Touch-Up	\$ 7,500		
		Unawarded and Trade Allowance Subtotal		\$ 1,081,012
		Allowances Subtotal		\$ 1,540,987
	Contingency			
	General Contingency - 5%	\$ 407,453		
		Contingency Subtotal		\$407,453
		Sub-Total		\$ 4,320,777
	CM Pre-Construction Services			\$ -
	CM Staffing			448,708
	General Liability Insurance (.5%)			45,026
	CM Fee (2.8%)			253,407
	Performance, Labor, and Material Bond (1.1%)			102,340
		Total Other Project Costs		\$ 5,170,258
		Total Included Project Costs		\$ 9,405,996