MINUTES
REGULAR CITY COUNCIL MEETING
40TH CITY COUNCIL
OAK PARK, MICHIGAN
JUNE 4, 2025
7:00 PM

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1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

ABSENT: None

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

4. APPROVAL OF AGENDA

Motion by Radner, seconded by Edgar, CARRIED, to approve the agenda with the following changes:

1. Remove Item #5K
2. Add Item #9.A.5 - Construction Testing approval for the Event Hub project.

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

5. CONSENT AGENDA

A. Regular City Council Meeting Minutes for May 19, 2025.
CM-06-169-2025

B. Approval of the Southeastern Oakland County Public Works Association (SOCPWA) Mutual Aid Agreement.
CM-06-170-2025

C. Request to approve Payment Application No. 5 for the 2024 Block Pruning Project to Limb Walkers Tree & Snow, LLC of Kenockee, MI in the amount of $12,825.00
CM-06-171-2025

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).
CM-06-172-2025

E. Payment of invoices from OHM Advisors for Engineering Consulting Services for the total amount of $8,845.00.
CM-06-173-2025

F. 3rd Quarter FY 2024-25 Investment Report
CM-06-174-2025

G. Budget to Actual Report for period ending 3-31-25
CM-06-175-2025

H. Library Board Meeting Minutes for March 18, 2025 and April 15, 2025
CM-06-176-2025

I. Beautification Advisory Commission Meeting Minutes for September 17, 2024
CM-06-177-2025

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
CM-06-178-2025

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

(Item removed from the agenda)

L. New and Renewal Licenses for June 4, 2025
CM-06-180-2025

6. RECOGNITION OF VISITING ELECTED OFFICIALS

There were no elected officials present who wished to speak.

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
CM-06-181-2025

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

NAME	EVENT	FEE
Oak Park - CIA	Oak Park Cruise & Groove Aug. 14, 2025 6-9pm	App fee waived

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

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
CM-06-182-2025

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

NAME	EVENT	FEE
Oak Park - CIA	"Oaktoberfest" Oct. 4, 2025 4-9pm	App fee waived.

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

9. CITY MANAGER

A. Municipal Services

1. Resolution supporting the Local Road Improvement Matching Fund Program for the Capital Ave Rehabilitation Project
CM-06-183-2025

Motion by Radner, seconded Edgar, CARRIED, to approve a resolution supporting the LRIP Matching Fund Program for the Capital Ave Rehabilitation Project and to authorize City Manager Tungate to sign the agreement accepting the matching funds on behalf of the City.

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

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.

2. Mural Approval - 8601 W 9 Mile/Scheers Ace Hardware
CM-06-184-2025

Motion by Whitehead, seconded by Radner, CARRIED, to approve the mural to be located at 8601 W 9 Mile/Scheers Ace Hardware.

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

The mural ordinance requires all murals to be approved by the City Council. The Mural Review Board is responsible for making a recommendation to the City Council and comprises the Economic Development and Planning Director, the Mayor, and local artist Robert Mirek. The board reviewed the mural to make sure it was 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..

3. OPCIA Facade Grant - Scheers Ace/8601 W 9 Mile
CM-06-185-2025

Motion by Radner, seconded by Whitehead, CARRIED, to approve a facade grant to Scheers Ace Hardware, 8601 W 9 Mile, for a total of $5,000.

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

The Corridor Improvement Authority 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 and 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.

4. OPCIA Facade Grant - Gift Me Chocolate/22133 Coolidge Hwy
CM-06-186-2025

Motion by Radner, seconded by Crawford, CARRIED, to approve a facade grant to Gift Me Chocolate, 22133 Coolidge Hwy, for an amount not to exceed $2,341.24.

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

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 at 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.

5. Request to approve the proposal from Testing Engineers & Consultants (TEC) of Troy, MI to provide construction testing for the Event Hub construction for the not-to exceed amount of $26,567.20.
   CM-06-187-2025

Motion by Radner, seconded by Whitehead, CARRIED, to approve the proposal from Testing Engineers & Consultants (TEC) of Troy, MI to provide construction testing for the Event Hub construction for the not-to-exceed amount of $26,567.20.

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

The Engineering Division recently solicited proposals for local engineering consultants to provide construction materials testing for the construction of the Event Hub. Two (2) proposals were returned by the May 23, 2025 deadline. This proposal will cover sampling and testing the construction materials, including construction of the Event Hub and Bandshell. The lowest qualified proposal was from Testing Engineers & Consultants (TEC) for the not-to-exceed value of $26,567.20. We have worked with TEC on past projects and are comfortable with their work.

B. Finance/Assessing

1. Resolution to authorize Budget Amendment #2025-3
   CM-06-188-2025

Motion by Radner, seconded by Crawford, CARRIED, to approve Budget Amendment 2025-3.

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

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 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	$ 4,560,780

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 transfers 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 the purchase of the capital items budgeted.

2. S&P Global Credit Rating

City Manager Tungate expressed regret that the city's credit rating is remaining at "A+" for now instead of moving to the better rating of "AA-".

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.
CM-06-189-2025

Motion by Radner, seconded by Crawford, CARRIED, to award the final professional services contract for the Construction Manager on the 2025 Event Hub Construction Project.

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

On November 18, 2024, City Council approved a base contract for 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.

D. Elevate Oak Park

City Manager Tungate indicated the groundbreaking for the "Event Hub" project is scheduled for June10, 2025, just following the State of the City Address at 7:00 p.m.

10. CALL TO THE AUDIENCE

1. Ken Sherman, 23840 Jerome, expressed concerns regarding Bollinger Motors and heavy traffic in the community resulting from the construction projects.

2. Amy Youngquist, 14214 Manhattan, expressed concerns about the timing of the planned pool closure.

3. Cheryl Weiss, 24101 Norwood, discussed the elimination of the Oak Park Mini Golf Course and the closing of the municipal pool.

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.

Motion by Edgar seconded by Burns, CARRIED, to convene a Closed Session to discuss attorney-client privileged communication about pending litigation involving the City. **CM-06-190-2025**

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

The Closed Session began at 8:20 p.m. and the regular meeting reconvened at 8:37 p.m.

Motion by Radner, seconded by Edgar, CARRIED, to approve the minutes of the June 4, 2025 Closed Session. **CM-06-191-2025**

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

Motion by Edgar, seconded by Radner, CARRIED, to approve the settlement recommendation from the City Attorney regarding Wilson vs. the City of Oak Park. **CM-06-192-2025**

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

13. ADJOURNMENT

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:40 PM.

T. Edwin Norris, City Clerk