



**MINUTES
REGULAR CITY COUNCIL MEETING
40TH CITY COUNCIL
OAK PARK, MICHIGAN
SEPTEMBER 2, 2025
7:00 PM**

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

ABSENT: Council Member Edgar

OTHERS

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

4. APPROVAL OF AGENDA

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

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

5. CONSENT AGENDA

- A. Regular City Council Meeting Minutes for August 18, 2025
CM-09-281-2025
- B. Special City Council Meeting Minutes for August 18, 2025
CM-09-282-2025
- C. Payment of invoices from OHM Advisors for Engineering Consulting Services in the total amount of \$20,026.25
CM-09-283-2025
- D. Request to approve Payment Application No. 4 for the 2025 Landscape Maintenance Contract, to Capital Landscapes of Ferndale, MI in the amount of \$3,668.12.
CM-09-284-2025
- E. Approval of Pay Application No. 4 to Eminent Excavating Local LLC of Dearborn, MI for the 2025 Water Main Replacement Project, M-769, in the amount of \$71,916.99.
CM-09-285-2025
- F. Approval of Pay Application No. 3 for the 2025 Northfield Reconstruction Project, M-770 in the amount of \$452,001.77.
CM-09-286-2025

- G. Approval of Pay Application No. 1 for the 11 Mile Road Alleys & Parking Lot Reconfiguration Project, M-694 in the amount of \$289,478.05.
CM-09-287-2025
- H. Request to approve Payment Application No. 4 for the 2025 Lawn Maintenance Contract, to Capital Landscapes of Ferndale, MI in the amount of \$7,299.71.
CM-09-288-2025
- I. Payment request from Neumann Smith Architecture for Architectural Services on the Event Hub Project for the total amount of \$18,930.87.
CM-09-289-2025
- J. New and Renewal Licenses for September 2, 2025
CM-09-290-2025

6. RECOGNITION OF VISITING ELECTED OFFICIALS

There were no elected officials present who wished to speak.

7. SPECIAL RECOGNITION/PRESENTATIONS

- A. Special Retirement Recognition for Dispatcher Mary Ann Page

City Manager Tungate and Public Safety Director Cooper recognized Dispatcher Mary Ann Page who is retiring from the department this month.

8. SPECIAL LICENSES

- A. Special Event License Application for Vernon Street Block Party event to be held September 21, 2025 from 2:00 PM - 6:00 PM.
CM-09-291-2025

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

NAME	EVENT	FEE
Vernon Street Block Party	Block Party September 21, 2025 2-6pm	App fee waived

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

9. ORDINANCES

- A. First reading of an ordinance to amend Chapter 2, Administration, Article III, Boards and Commissions, by adding a new Division 2, Juneteenth Commission.
CM-09-292-2025

Motion by Whitehead, seconded by Radner, CARRIED, to approve the first reading of an ordinance to amend Chapter 2, Administration, Article III, Boards and Commissions, by adding a new Division 2, Juneteenth Commission.

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

10. CITY MANAGER

A. City Clerk

1. Request to appoint Kevin Keys to the Arts and Cultural Diversity Commission for a term ending August 31, 2028
CM-09-293-2025

Motion by Whitehead, seconded by Crawford, CARRIED, to appoint Kevin Keys to the Arts and Cultural Diversity Commission for a term ending August 31, 2028.

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

2. Request to appoint Ian Cochran to the Building Board of Appeals for a term ending August 31, 2028
CM-09-294-2025

Motion by Whitehead, seconded by Radner, CARRIED, to appoint Ian Cochran to the Building Board of Appeals for a term ending August 31, 2028.

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

3. Resolution adopting Board/Commission Member Expectations and Staff Liaison Responsibilities.
CM-09-295-2025

Motion by Radner, seconded by Whitehead, CARRIED, to approve the following resolution adopting Board/Commission Member Expectations and Staff Liaison Responsibilities:

CITY OF OAK PARK, MICHIGAN

A RESOLUTION ADOPTING THE EXPECTATIONS FOR BOARD/COMMISSION MEMBERS
AND THE RESPONSIBILITIES
OF BOARD/COMMISSION STAFF LIAISONS

WHEREAS, the City Council recognizes the importance of the various City of Oak Park Boards and Commissions; and

WHEREAS, to facilitate the efficient operation of the various Boards and Commissions, the Administration has drafted documents confirming the Expectations for Board/Commission Members and the Responsibilities for Board/Commission Staff Liaisons.

NOW, THEREFORE, BE IT RESOLVED that the City Council adopts the Expectations for Board/Commission Members and the Responsibilities of Board/Commission Staff Liaisons.

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

B. Department of Public Works

1. Approval of emergency purchase for Library HVAC repairs to Webb Mechanical for the total cost of \$29,917.00
CM-09-296-2025

Motion by Radner, seconded by Whitehead, CARRIED, to approve the emergency purchase for Library HVAC repairs to Webb Mechanical for the total cost of \$29,917.00.

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

Deputy City Manager DeCoster explained that recently, a heating coil in a Library air handling unit began to leak. Maintenance staff brought in two contractors to investigate and quote a repair. With a mix of repair options ranging from \$30,000 to over \$250,000, we are looking for approval to make the least expensive repair for a total of \$29,917.00. Due to the timing and lead time to custom fabricate the new heating coil, the Public Works Department is requesting this to be approved as an emergency purchase per the purchasing ordinance. The City Manager is aware of the purchase and has administratively approved the project.

11. CALL TO THE AUDIENCE

Samuel Valk, 24280 Gardner, spoke to his displeasure with the due date assigned to the City's tax bills. He would prefer that they are not due on the weekend.

Jess Shepherd-Bates, 22111 Stratford, would like to see the City install speed humps on his street.

Solomon Zeiler, 20061 Radcliff Pl., spoke to the quality of the workmanship with his sidewalk replacement.

Carey Gustafson, 8901 Oak Park Blvd. spoke of her displeasure with the closing of the Oak Park Pool and stated she has collected signatures in opposition to the closure. She also asked the City to hire a pool contractor to evaluate the pool and provide an estimate to overhaul the existing pool.

12. CALL TO THE COUNCIL

13. ADJOURNMENT

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:02 PM.

T. Edwin Norris, City Clerk