CITY OF OAK PARK, MICHIGAN
REGULAR COUNCIL MEETING OF THE
40th OAK PARK CITY COUNCIL
February 5, 2024
7:00 PM

MINUTES

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

PRESENT: Mayor McClellan, Mayor Pro Tem Burns, Council Member Radner, Council Member Edgar, Council Member Whitehead

ABSENT: None

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

APPROVAL OF AGENDA:

CM-02-022-24 (AGENDA ITEM #4) ADOPTION OF THE AGENDA AS PRESENTED – APPROVED

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

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-02-023-24 (AGENDA ITEM #5A-I) CONSENT AGENDA - APPROVED

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve the Consent Agenda consisting of the following items:

A. Regular City Council Meeting Minutes for January 22, 2024 **CM-02-024-24**
B. Special City Council Meeting Minutes for January 22, 2024 **CM-02-025-24**
C. Recycling Commission Meeting Minutes for November 16, 2023 and December 21, 2023 **CM-02-026-24**
D. Investment Report for period ending 12-31-23 **CM-02-027-24**
E. Budget to Actual Report for period ending 12-31-23 **CM-02-028-24**
F. Payment Application No. 4 for the 2023 Block Pruning Project, M-748, to Urban Tree Trimming of Detroit MI in the amount of $7,815 **CM-02-029-24**
G. Resolution in support of the Road Commission for Oakland County’s 2024 Tri-party program **CM-02-030-24**
H. Payment of invoices from OHM Advisors for GIS DWAM Grant, and 8 Mile Booster Station Rehab for the total amount of $1,079.50 **CM-02-031-24**
I. Licenses New and Renewals submitted for February 5, 2024 **CM-02-032-24**

MERCHANT'S LICENSES – February 5, 2024
(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEE	BUSINESS TYPE
EXCLUSIVE FLOWERS BY TERRY	21470 COOLIDGE HWY A	$150.00	RETAIL
HAUS OF BEAUTY LLC	8530 W NINE MILE RD C	$150.00	HAIR SALON
NAILS OF KEY	10620 W NINE MILE RD	$150.00	NAIL SALON
KERRY BROTHERS TRUCK REPAIR	12800 NORTHEND AVE	$150.00	REPAIR

RENEWALS (/2024)	ADDRESS	FEE	
RILEY PEARSON FINANCIAL	10831 CAPITAL AVE # 200	$150.00	FINANCIAL SERVICES
DESIGN METAL INC	10841 CAPITAL AVE	$187.50	AUTOMOTIVE
WOODWAY CORPORATION	12981 CAPITAL AVE	$150.00	CONTRACTOR
HUNTINGTON CLEANERS	13000 CAPITAL AVE	$150.00	OFFICE
HERC RENTALS	13133 CLOVERDALE AVE	$150.00	RENTALS
D/A CENTRAL INC	13155 CLOVERDALE AVE	$187.50	SECURITY
VALLEY CITY LINEN	13165 CLOVERDALE AVE	$187.50	RETAIL
$8 DEMO CUTS	22101 COOLIDGE HWY	$187.50	BARBERSHOP
GIFT ME CHOCOLATE	22133 COOLIDGE HWY	$150.00	RESTAURANT
TIM HORTONS	22211 COOLIDGE HWY	$150.00	RESTAURANT
O'REILLY AUTO PARTS #3345	23125 COOLIDGE HWY	$187.50	RETAIL
INSURANCE GIANT	24681 COOLIDGE HWY	$187.50	INSURANCE
MAIN STREET BROW & LASH	24687 COOLIDGE HWY	$187.50	TATTOO SHOP
WEAVE WORLD WHOLESALERS	24725 COOLIDGE HWY	$150.00	RETAIL
SPEEDWAY	24771 COOLIDGE HWY	$187.50	GAS STATION
CONGREGATION AISH HATORAH	25725 COOLIDGE HWY	$150.00	FAITH BASED
TANISHA'S BEAUTY SUPPLY	26001 COOLIDGE HWY	$150.00	RETAIL
VALHALLA KRAV MAGA	26039 COOLIDGE HWY	$150.00	TRAINING CENTER
OAK LIQUOR & WINE	13700 W EIGHT MILE RD	$150.00	RETAIL
DISCOUNT HYDRO	14370 W EIGHT MILE RD	$150.00	RETAIL
AAA FERGUSON INSURANCE	13691 W ELEVEN MILE # 200	$187.50	INSURANCE
LYNGKLIP & ASSOCIATES	13751 W ELEVEN MILE	$150.00	LAW OFFICE
UNEXPECTED CRAFT BREWING	14401 W ELEVEN MILE	$150.00	BREWERY
TRAIN STATION SPORTS LLC	14661 W ELEVEN MILE RD STE 700	$187.50	BATTING CAGE
ELEVEN MILE SELF STORAGE	14935 W ELEVEN MILE	$150.00	STORAGE
GADGET DROP REPAIR LLC	21700 GREENFIELD # 116	$150.00	CELL REPAIR
JOHN & KARONS HAIR AFFAIR	21700 GREENFIELD # 250	$150.00	SALON
SUNOCO	25000 GREENFIELD RD	$150.00	GAS STATION
SKYLAR LAUDROMAT OF OP	25214 GREENFIELD RD	$150.00	LAUDROMAT
EXPRESS CARE MEDICAL SUPPL	25900 GREENFIELD # 121	$150.00	RETAIL
MODERN STAMPS INC	25900 GREENFIELD # 136	$150.00	RETAIL
UNITED INS AGENCY	25900 GREENFIELD # 246	$150.00	INSURANCE
HEALING PATH MASSAGE LLC	25900 GREENFIELD 414	$150.00	MASSAGE THERAPHY
THE SUIT DEPOT	26158 GREENFIELD RD	$150.00	RETAIL
MCDONALDS	26160 GREENFIELD RD	$150.00	RESTAURANT
JAX CAR WASH	26641 HARDING AVE	$187.50	CAR WASH
LIFE SKILLS RESIDENTIAL LLC	25640 LINCOLN TERRACE	$150.00	PROFESSIONAL SERVICES
BEST FRIENDS CHILD CARE	8440 W NINE MILE RD	$150.00	CHILDCARE
OAK-FERN GALLERIA LLC	8520 W NINE MILE RD	$150.00	AUTOMOTIVE
BASEMENT CUTS BARBERSHOP	8560 W NINE MILE RD	$150.00	BARBERSHOP
999 LENA NAILS	12710 W NINE MILE RD	$150.00	NAIL SALON
E Z PETROLEUM 4 INC	13551 W NINE MILE RD	$150.00	GAS STATION

NAILS TODAY	13731 W NINE MILE RD	$187.50	NAIL SALON
LIBERTY TAX	13740 W NINE MILE RD	$150.00	FINANCIAL SERVICES
BELLA VAMIER	13821 W NINE MILE RD	$187.50	RETAIL
BELLA VAMIER	13825 W NINE MILE RD	$187.50	RETAIL
ATTISHA LLC - FOOD MART	15450 W NINE MILE RD	$150.00	RETAIL
SADIA ENTERPRISES INC	13000 NORTHEND AVE	$150.00	OFFICE
SHERWIN WILLIAMS CO	13101 NORTHEND AVE	$150.00	RETAIL
CHASE CLEANERS	10831 TEN MILE # 10881	$187.50	DRY CLEANERS
UNITED LAUNDROMAT LLC	13221 TEN MILE	$150.00	LAUDROMAT
SON SUN BAUTY SUPPLY	13421 TEN MILE	$187.50	RETAIL
MISS BETTYS SELF STORAGE	13631 W TEN MILE RD	$150.00	STORAGE
LAWFORD FABRICATING	21650 WYOMING CT	$150.00	INDUSTRIAL

Massage Facility License

HEALING PATH MASSAGE	25900 GREENFIELD, 414	$125.00	Massage

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #7A) Strategic Plan End of Year Report. Deputy City Manager VanVleck presented the 2023 Year End Strategic Plan Report. A complete copy is on file with the City Clerk.

PUBLIC HEARINGS: None

SPECIAL LICENSES: None

ACCOUNTING REPORTS: **None**

BIDS:

CM-02-033-24 **(AGENDA ITEM #12A) REQUEST TO AWARD THE PARTIAL BID FOR THE EIGHT MILE BOOSTER STATION REHABILITATION PROJECT, M-732 TO CSM MECHANICAL, OF MILFORD, MI, FOR THE TOTAL AMOUNT OF $470,805.00 - APPROVED**

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to award the partial bid for the Eight Mile Booster Station Rehabilitation Project, M-732 to CSM Mechanical, of Milford, MI, for the total amount of $470,805.00.

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

MOTION DECLARED ADOPTED

ORDINANCES: None

CITY ATTORNEY: No Report

CITY MANAGER:

Administration

(AGENDA ITEM #15A) Budget Calendar for Fiscal Year 2024/25.

City Manager Tungate presented the following budget calendar for the 2024/25 fiscal year:

Budget Calendar
Fiscal Year 2024-25

Internal	Date
Finance compiles departmental salary and fringe benefits summaries	2/12-3/8/24
Finance enters initial three-year budget estimates in BSA	2/12-3/8/24
Department summary capital needs due to Finance	3/1/2024
Departmental three-year budget projects available in BSA for review	3/8/2024
Department meetings with Finance and City Manager	3/14-3/21/24
Presentation of capital plan to Planning commission	4/8/2024
Draft City Manager budget complete	4/12/2024
Public	
City Manager gives Council budget update	4/15-4/19/24
City Council budget review session	4/15-4/19/24
City Council budget review session (if needed) / public hearing request	5/6/2024
Budget public hearing noticed published	5/8/2024
Budget public hearing	5/20/2024
Final budget, fee schedule and millage rate adoption	5/20/2024

Finance/Assessing

CM-02-034-23 (AGENDA ITEM #15B) BUDGET AMENDMENT #2024-2 FOR PERIOD ENDING SEPTEMBER 30, 2023 - APPROVED

Motion by Radner, seconded by Edgar, CARRIED UNANIMOUSLY, to adopt the following resolution approving Budget Amendment #2024-3 for period ending December 31, 2023 as follows:

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment #2024-3 is authorized:

	INCREASE (DECREASE)
GENERAL FUND	
REVENUES	
INTERGOVERNMENTAL	$ 67,084
INTERGOVERNMENTAL	$67,084
INTEREST INCOME	216,636

OTHER REVENUE	5,000
TRANSFER IN	2,280
TOTAL REVENUES	291,000
EXPENDITURES	
CITY MANAGER	45,000
COMMUNITY & ECONOMIC DEVELOPMENT	10,500
CITY CLERK - ELECTIONS	14,500
MUNICIPAL SERVICES	154,000
PUBLIC SAFETY	62,000
RECREACTION	5,000
TOTAL EXPENDITURES	291,000
Net Increase to Fund Balance	$ 84,380

DRUG LAW ENFORCEMENT FUND

REVENUES	
OTHER REVENUE	$-
TOTAL REVENUES	-
EXPENDITURES	
MATERIALS AND SUPPLIES	16,000
TOTAL EXPENDITURES	16,000
Net Increase (Decrease) to Fund Balance	$(16,000)

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

REVENUES	
INTERGOVERNMENTAL	$103,001
TOTAL REVENUES	103,001
EXPENDITURES	
SALARIES	80,000
TOTAL EXPENDITURES	80,000
Net Increase (Decrease) to Fund Balance	$23,001

PUBLIC IMPROVEMENT FUND

REVENUES	
INTEREST INCOME	$545
PROPERTY TAXES	(30,000)
TOTAL REVENUES	(29,455)

EXPENDITURES	
TRANSFER OUT	2,280
TOTAL EXPENDITURES	2,280
Net Increase (Decrease) to Fund Balance	($31,735)

CITY OWNED PROPERTY FUND	
REVENUES	
INTEREST INCOME	8,915
INTERGOVERNMENTAL	100,000
OTHER REVENUE	(255,000)
TOTAL REVENUES	(146,085)
EXPENDITURES	
OPERATIONS	(500)
TRANSFER OUT	(20,000)
CAPITAL OUTLAY	(53,000)
TOTAL EXPENDITURES	(73,500)
Net Increase (Decrease) to Fund Balance	$(72,585)

PARKS & RECREATION IMPROVEMENT FUND	
REVENUES	
INTEREST INCOME	$20,000
TRANSFERS IN	(20,000)
TOTAL REVENUES	-
Net Increase (Decrease) to Fund Balance	-

MOTOR POOL FUND	
REVENUES	
INTEREST EARNINGS	500
OTHER REVENUE	49,500
TOTAL REVENUES	50,000
EXPENDITURES	
OPERATIONS	50,000
TOTAL EXPENDITURES	50,000
Net Increase (Decrease) to Fund Balance	-

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

MOTION DECLARED ADOPTED

Department of Public Works

CM-02-035-24 (AGENDA ITEM #15C) REQUEST TO AUTHORIZE THE PUBLIC WORKS DEPARTMENT TO PARTICIPATE IN THE STATE OF MICHIGAN (MIDEAL) CONTRACT FOR THE PURCHASE OF 2024 FORD EXPLORER TOTALING $39,832 - APPROVED

Motion by Edgar, seconded by Whitehead, CARRIED UNANIMOUSLY, to authorize the Public Works Department to participate in the State of Michigan (MiDeal) contract for the following vehicle purchase:

Vehicle:	Department:	Amount: (Pre-Bid Contract)	Account:
2024 Ford Explorer	Public Safety	Total Cost: $39,832 (State of Michigan - MiDeal)	Motor Pool: 654-18.875.970

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

MOTION DECLARED ADOPTED

City Clerk

(AGENDA ITEM #15D) 2024 Presidential Primary Update.

City Clerk Norris provided information about the voting process for the Presidential Primary scheduled for February 27, 2024.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:45 p.m.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor