



**MINUTES
REGULAR CITY COUNCIL MEETING
41ST CITY COUNCIL
OAK PARK, MICHIGAN
JANUARY 20, 2026
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, Mayor Pro Tem 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 Edgar, seconded by Radner, CARRIED, to approve the agenda as presented.

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

5. CONSENT AGENDA

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

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

- A. Regular City Council Meeting Minutes for January 5, 2026
CM-01-17-2026
- B. Payment request from Neumann Smith Architecture for Architectural Services on the Event Hub Project for the total amount of \$2,320.00.
CM-01-18-2026
- C. Request authorization to bid the 2026 Water Main Replacement Project, M-785
CM-01-19-2026
- D. Public Safety Activity Summary Report for December 2025
CM-01-20-2026

- E. Request authorization to bid the 2026 Landscape Maintenance Project.
CM-01-21-2026
- F. Request authorization to bid the 2026 Lawn Maintenance Project.
CM-01-22-2026
- G. Request to approve Invoice No. 1 for the 2025-26 Tree Survey Project, to Davey Resource Group, of Kent, OH in the amount of \$9,095.00.
CM-01-23-2026
- H. ACDC minutes November 13, 2025 and December 11, 2025
CM-01-24-2026
- I. Recycling Minutes from all of 2025
CM-01-25-2026
- J. CIA minutes for November 20, 2025
CM-01-26-2026
- K. Request to approve an agreement with the Berkley School District to collect their 2026 property tax levy and transfer the collected funds as required by State Statute.
CM-01-27-2026
- L. New and Renewal Licenses for January 20, 2026
CM-01-28-2026

6. RECOGNITION OF VISITING ELECTED OFFICIALS

There were no elected officials present who wished to speak.

7. SPECIAL RECOGNITION/PRESENTATIONS

- A. Annual Audit Presentation
 - 1. Finance Department

Finance Assistant Carl Johnson presented information regarding the city's audit. A copy of the audit is on file with the City Clerk.

- 2. Yeo and Yeo

Yeo & Yeo presented the Independent Auditor's Report for the fiscal year ended June 30, 2025.

8. ACCOUNTING REPORTS

- A. Approval for payment of an invoice submitted by Garan, Lucow, Miller, PC for legal services in the amount of \$15,172.81
CM-01-29-2026

Motion by Radner, seconded by Whitehead, CARRIED, to approve payment of an invoice submitted by Garan, Lucow, Miller, PC for legal services in the amount of \$15,172.81.

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

9. ORDINANCES

- A. Second Reading and adoption of the proposed Zoning Map Amendments for the City of Oak Park to change the zoning of the property at 13630 Balfour Ave., from R-1, One-Family Dwelling District to R-2, Two-Family Dwelling District.
CM-01-30-2026

Motion by Radner, seconded by Whitehead, CARRIED, to approve the second reading and adopt the proposed Zoning Map Amendments for the City of Oak Park to change the zoning of the property at 13630 Balfour Ave., from R-1, One-Family Dwelling District to R-2, Two-Family Dwelling District.

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

On November 3, 2025, the Planning Commission conducted a Public Hearing on proposed changes to the City of Oak Park Zoning Map. The proposed map amendment would rezone the property at 13630 Balfour Ave. from R-1, One-Family Dwelling District to R-2, Two-Family Dwelling District, consistent with the goals and policies of the City of Oak Park Master Plan. The applicant proposes to expand the Wilmos & Lillian Schwarcz Education Center, at 25401 Coolidge Hwy., by combining its parcel with the adjacent property at 13630 Balfour Ave. Currently, the property at 13630 Balfour Ave. is zoned R-1 District, while the school property at 25401 Coolidge Hwy. is zoned R-2 District. Educational institutions are permitted in both R-1 and R-2 Districts by Special Land Use. The rezoning of the property at 13630 Balfour Ave. will establish a single, consistent zoning district once both parcels are combined.

At the meeting, the Planning Commission voted to recommend City Council adoption of the zoning map amendments. The Planning Commission also approved a Special Land Use and Site Plan Review for the proposed addition. On December 16, 2025, the Zoning Board of Appeals approved variances for the building setbacks, parking lot setbacks, and impervious surface lot coverage to allow the construction of the addition.

10. CITY ATTORNEY

- A. Bitcoin ATM Locations in Oak Park

City Attorney Krause discussed the following locations of the bitcoin ATMs currently operating in the City of Oak Park. There was consensus among council members to not proceed with an ordinance at this time that would regulate their use in our community.

- Glory Supermarket, 22150 Coolidge Hwy
- Oak Park Fuel, 10700 W Nine Mile
- Shell Gas Station, 15450 W 9 Mile Road
- Bertoni Gas Market, 13500 Eight Mile
- T Tobacco, 13241 W 10 Mile
- Sunoco Gas Station, 25000 Greenfield Rd

11. CITY MANAGER

- A. Finance/Assessing
1. Request to approve compensation for the Board of Review and an additional meeting date.

CM-01-31-2026

Motion by Radner, seconded by Whitehead, CARRIED, to approve the compensation for the Board of Review and additional meeting date as follows:

To approve the rate of compensation for the Board of Review at \$120.00 for a full day and \$60.00 for a half day of service and to approve \$60.00 for a half day of service for mandatory State Tax Commission Training per PA 660.

2026 Board of Review meetings at City Hall on the following dates and times:

Monday March 9, 2026 9:00 am to 1:00 pm & 3:00 pm to 7:00 pm

Tuesday, March 10, 2026 5:00 pm to 8:00 pm

Monday, March 23, 2026 9:00 am to 12:00 pm & 2:00 pm to 5:00 pm

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

City Assessor Sheitz indicated the City Charter (Section 10.6) states that the rate of compensation for the Board of Review shall be established by City Council and (Section 10.7) states that the Board of Review shall meet on the second and fourth Monday in March for the purpose of hearing tax assessment appeals. The Assessing Department is requesting to schedule one additional date with the option to add additional dates if needed.

2. Request to approve the 2026 poverty exemption income guidelines.
CM-01-32-2026

Motion by Edgar, seconded by Crawford, CARRIED, to approve the 2026 poverty exemption income guidelines as follows:

Persons in Household	Federal Poverty Guideline	Oak Park Adopted Poverty Levels
1	\$15,650	\$23,475
2	\$21,150	\$31,725
3	\$26,650	\$39,975
4	\$32,150	\$48,225
5	\$37,650	\$56,475
6	\$43,150	\$64,725
7	\$48,650	\$72,975
8	\$54,150	\$81,225
Add the following amount for each additional person over 8		
	\$5,500	\$8,250

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

The Poverty Exemption Policy states the applicant's income cannot exceed 150% of the Federal Poverty Guidelines set forth by the US Department of Health and Human Services as established by the State Tax Commission and to be updated annually as approved by the City of Oak Park City Council.

B. Department of Public Works

1. Request to award the professional services contract for the Architectural / Engineering Services on the Community Center Construction Project to Neumann Smith Architecture for a total amount of \$2,061,700.00.

CM-01-33-2026

Motion by Radner, seconded by Edgar, CARRIED, to award the professional services contract for the Architectural / Engineering Services on the Community Center Construction Project to Neumann Smith Architecture for a total amount of \$2,061,700.00.

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

Deputy City Manager DeCoster indicated a request for proposals was sent to Architectural / Engineering firms for the Community Center Construction Project In December 2025. This project includes the planning, design, architectural plan creation, and project support for the new Community Center. The City Manager designated an RFP selection team to evaluate and review each of the seventeen (17) proposals submitted. The team evaluated the proposals based on criteria such as Project Approach, Project Team, Proposal Fees, and Incidentals. After review, the top three firms were brought in to interview with the selection team. This extensive process has led to the recommendation of Neumann Smith Architecture for this project. This award falls under the professional services exception to the sealed bidding requirements, Sec. 2-379.

2. Approval of Payment Application No. 7 and Change Order No. 5 for the Event Hub Project in the amounts of \$449,283.20 and \$0.00 respectively.

CM-01-34-2026

Motion by Edgar, seconded by Radner, CARRIED, to approve Payment Application No. 7 and Change Order No. 5 for the Event Hub Project in the amounts of \$449,283.20 and \$0.00 respectively.

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

Deputy City Manager DeCoster summarized Payment Application No. 7 and Change Order No. 5 for the Event Hub Project. The Construction Manager, Architect, and City Administration have approved this payment. The Change Order is for construction / field changes associated

with the project. Our Construction Manager, Frank Rewold & Sons, Inc. (FRS), will disperse these funds to the various contractors. This payment is for the period ending December 31, 2025. The masonry and carpenter contractors are continuing their work to get the Event Hub enclosed for Winter. The project is approximately 50% complete.

C. Elevate Oak Park

Deputy City Manager DeCoster shared images of the construction progress on the Event Hub.

12. CALL TO THE AUDIENCE

Don Jones, 24660 Westhampton, announced a Labor Day event to be held in 2026.

13. CALL TO THE COUNCIL

14. ADJOURNMENT

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:15 PM.

T. Edwin Norris, City Clerk