

# Oak Park City Council Agenda

June 1, 2015





**AGENDA**  
**REGULAR CITY COUNCIL MEETING**  
**35<sup>th</sup> CITY COUNCIL**  
**OAK PARK, MICHIGAN**  
**June 1, 2015**  
**7:00 PM**

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**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 City Council approval without discussion, as a single agenda item. Should any Council 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 Council Meeting Minutes of May 18, 2015

B. Request to cancel the June 8, 2015 regularly scheduled meeting of the Planning Commission

C. Zoning Board of Appeals Meeting Minutes of November 25, 2014

D. Communications Commission Meeting Minutes of April 15, 2015

E. Emergency Services Council Meeting Minutes of April 13, 2015

F. Payment Application No. 1 for the 2015 Miscellaneous Concrete Repair Project, M-603 to Mattioli Cement Company, LLC for the amount of \$112,892.58

G. Request to appoint Rocco Fortura as the representative and Kevin Yee as the alternate representative to the SOCCRA Board for the fiscal year beginning July 1, 2015

H. Licenses - New and Renewals as submitted for June 1, 2015

**6. RECOGNITION OF VISITING ELECTED OFFICIALS:**

**7. SPECIAL RECOGNITION/PRESENTATIONS:**

A. City Manager Employee Recognition – Finance Director Gail Credit

B. New City Website Presentation

**8. PUBLIC HEARINGS: None**

**9. COMMUNICATIONS: None**

**10. SPECIAL LICENSES: None**

**11. ACCOUNTING REPORTS:**

A. Approval for payment of an invoice as submitted by Secrest Wardle, Lynch, Hampton, Truex & Morley for legal services in the amount of \$5,919.60

**12. BIDS: None**

**13. ORDINANCES:**

A. Second Reading and adoption of an ordinance to amend Section 1001, Permitted Uses, of Article X, Office Building District, Appendix A, Zoning, of the Code of Ordinances of the City of Oak Park, Michigan

- B. Introduction and First Reading of an Amendment to the Utility Ordinance to reflect changes in the various utility rates and their effective dates
- C. Introduction and First Reading of an Amendment to the Solid Waste Ordinance to reflect changes in the collection rates and their effective dates

**14. CITY ATTORNEY:**

- A. Request for authorization for the City Attorney to file an appearance on behalf of the City in the Tax Tribunal matter for Parkwoods Plaza Center, LLC v. City Of Oak Park, MTT Docket No. 15-001047

**15. CITY MANAGER:**

**Technical & Planning**

- A. Request approval for a resolution extending the contract for services related to Marketing, Homebuyer Assistance and the Sale of Properties acquired through the City of Oak Park Neighborhood Stabilization Program with Home Renewal Systems LLC, 23370 Commerce Drive, Farmington Hills, Michigan through June 2, 2016
- B. Request approval for Change Order No. 1 to D&T Home Improvement, LLC for the renovation of a city-owned NSP home at 13211 Dartmouth Ave. in the amount of \$6,950.00 and Payment Application No. 1 for the total amount of \$102,935.00

**16. 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.

**17. CALL TO THE COUNCIL**

**18. 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.



**CITY OF OAK PARK, MICHIGAN  
REGULAR COUNCIL MEETING OF THE  
35<sup>th</sup> OAK PARK CITY COUNCIL  
May 18, 2015  
7:00 PM**

**MINUTES**

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.

**PRESENT:** Mayor McClellan, Council Member Burns, Mayor Pro Tem Levine, Council Member Speech, Council Member Seligson

**ABSENT:** None

**OTHERS**

**PRESENT:** City Manager Tungate, City Clerk Norris, City Attorney Duff

**APPROVAL OF AGENDA:**

**CM-05-191-15 (AGENDA ITEM #4) ADOPTION OF THE AGENDA WITH CHANGES – APPROVED**

Motion by Burns, seconded by Levine, CARRIED UNANIMOUSLY, to approve the agenda with the following changes:

1. Omit Item #15L - Tentative Agreement with the Police Offices Association of Michigan - PSO
2. Move Item # 15D - Fee Schedule to Item #8C

Voice Vote:	Yes:	McClellan, Burns, Levine, Speech, Seligson
	No:	None
	Absent:	None

**MOTION DECLARED ADOPTED**

**CONSENT AGENDA:**

**CM-05-192-15 (AGENDA ITEM #5A-H) CONSENT AGENDA - APPROVED**

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

- A. Regular Council Meeting Minutes of May 4, 2015 **CM-05-193-15**
- B. Request to cancel the May 26, 2015 regularly scheduled meeting of the Zoning Board of Appeals **CM-05-194-15**
- C. Planning Commission Meeting Minutes of March 9, 2015 and April 13, 2015 **CM-05-195-15**
- D. Request to advertise for bids for the 2015 Shepherd Park Parking Lot Reconstruction Project, M-608 **CM-05-196-15**

- E. Request approval for payment of invoices to Orchard, Hiltz & McCliment for Water Reservoir Pumping Station Improvements and Traffic Signal Design in the total amount of \$19,458.50 **CM-05-197-15**
- F. Payment Applications No. 4 & 5 to CSM Mechanical for the 2014 Water Reservoir Pumping Station Improvements, M-614 in the total amount of \$73,680.30 **CM-05-198-15**
- G. Resolution designating Kevin J. Yee as the agent for the City of Oak Park in regards to the Oakland County West Nile Virus Reimbursement Program **CM-05-199-15**
- H Licenses - New and Renewals as submitted for May 18, 2015 **CM-05-200-15**

(Subject to all Departmental Approvals)	ADDRESS	FEE
<b>MERCHANT (NEW) May 18, 2015</b>		
PREMIER TUXEDO	25234 GREENFIELD	150.00
QUALITY RESTAURANT EQUIPMENT	8700 CAPITAL	150.00
<b>MERCHANT (RENEWALS) May 18, 2015</b>		
STUDIO NOVA	22153 COOLIDGE	225.00
LITTLE CAESARS PIZZA	24756 COOLIDGE	225.00
TAMOU'S ELECTRICAL SERVICE	21380 COOLIDGE	225.00
EL MAR'S SUBURBAN SHOP	13661 ELEVEN MILE	225.00
THERMOCORP SYSTEMS	13000 CAPITAL	225.00

Voice Vote:            Yes:            McClellan, Burns, Levine, Speech, Seligson  
                                  No:            None  
                                  Absent:        None

#### **MOTION DECLARED ADOPTED**

#### **RECOGNITION OF VISITING ELECTED OFFICIALS:**

State Representative Robert Wittenberg provided an update on activities in Lansing.

#### **SPECIAL RECOGNITION/PRESENTATIONS:**

**(AGENDA ITEM #7A)** Mayor McClellan recognized Public Safety Director Steve Cooper who provided a tribute and offered a 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.

**(AGENDA ITEM #7B)** Mayor McClellan offered a tribute and moment of silence in memory of Rachel Jacobs who lost her life in the Amtrak train accident near Philadelphia, PA on May 12, 2015.

#### **PUBLIC HEARINGS:**

**(AGENDA ITEM #8A)** **Public Hearing to create a Corridor Improvement Authority and designate a Proposed Development Area.** Mayor McClellan continued the Public Hearing at 7:10 PM that began on May 4, 2015 in order that all interested parties would have the opportunity to speak. The Public Hearing was immediately closed as there were no members of the audience wishing to speak.

**(AGENDA ITEM #8B) Public Hearing for the purpose of discussing and considering formal adoption of the Fiscal Year 2015-2016 Budget.** City Manager Tungate presented the Fiscal Year 2015-2016 Budget. Mayor McClellan opened the public hearing on the budget at 7:25 p.m. and it was immediately closed as there were no members of the audience wishing to speak.

**CM-05-201-15 (AGENDA ITEM #8B) FISCAL YEAR 2015-2016 BUDGET RESOLUTION - APPROVED**

Motion by Seligson, seconded by Levine, **CARRIED UNANIMOUSLY**, to approve the following Fiscal Year 2015-2016 Budget Resolution for the City of Oak Park:

**CITY OF OAK PARK  
 FISCAL YEAR 2015-2016 GENERAL AND SPECIAL FUND BUDGET  
 BUDGET RESOLUTION**

**GENERAL APPROPRIATIONS ACT RESOLUTION: 2015/2016 GENERAL FUND AND SPECIAL FUND BUDGETS:**

To approve the following General Appropriations Act Resolution outlining anticipated revenues and expenditures for the fiscal year beginning July 1, 2015, in accordance with Section 9.5 of the City Charter and State Act 621:

WHEREAS, the City Manager heretofore submitted to this Council annual budgets for the ensuing year, as required by the City Charter of this City, and Michigan Public Act 621 of 1978 the Uniform Budgeting and Accounting Act; and

WHEREAS, the general appropriations act requires that City Council shall set forth the total number of mills of ad valorem property taxes to be levied and the purposes for which that millage is to be levied; and

WHEREAS, a Public Hearing was held on the said budget after publication of notice thereof; and

WHEREAS, the Council has carefully considered each and every item of the budget separately; and

WHEREAS, the amount of revenue required to be raised by taxes for General Fund Operating purposes is \$12,365,337;

NOW, THEREFORE, BE IT RESOLVED that this Council does hereby determine and appropriate the several amounts required from the several funds of the City of Oak Park for the fiscal year beginning July 1, 2015 and ending June 30, 2016 as follows:

	<b><u>ACTUAL</u></b> <b><u>2013-14</u></b>	<b><u>ESTIMATED</u></b> <b><u>2014-15</u></b>	<b><u>ADOPTED</u></b> <b><u>2015-16</u></b>
<b>GENERAL FUND - 101</b>			
<b>REVENUES:</b>			
TAXES AND TAX RELATED	11915343	12000734	12365337
LICENSE AND PERMITS	363301	421500	563250
INTERGOVERNMENTAL	3140652	3394743	3,316,394

CHARGE FOR SERVICES	560058	524941	819902
FINES	1532940	1694495	178404
INTEREST	1892	1249	1249
OTHER REVENUE	975816	1422374	965024
TRANSFERS IN	565000	634000	634000
TOTAL REVENUE	19055002	20094036	20453560

**EXPENDITURES:**

LEGISLATIVE	63320	60212	91519
ADMINISTRATIVE	386153	503548	421,73
COMMUNITY & ECONOMIC DEVELOPMENT	215977	179919	190803
CITY CLERK - ADMINISTRATION AND RECORDS	167843	162442	166071
CITY CLERK ELECTIONS	354537	363921	225369
FINANCE	824581	925467	948910
CITY ATTORNEYS - CIVIL AND LABOR	306429	248000	233000
PROSECUTING ATTORNEY	63927	59400	62400
PUBLIC SAFETY	5547088	8321621	8313052
TECHNICAL AND PLANNING	1002861	1093171	1351933
RECREATION	591912	648766	645688
PUBLIC WORKS	675927	782755	744545
INFORMATION TECHNOLOGY	177609	307458	346509
PUBLIC INFORMATION	217070	156345	151041
NON-DEPARTMENTAL	2223880	1499266	1649233
TRANSFER OUTS	5107289	5464889	5715010
GENERAL FUND TOTAL EXPENDITURES	17926403	20777180	21256356
TOTAL REVENUES AND TRANSFERS IN	19055002	20094036	20453560
NET CHANGE IN FUND BALANCE EXCESS/DEFICIT	1128599	(683144)	(802796)
BEGINNING FUND BALANCE	2105538	3234137	2550993
ENDING FUND BALANCE	3234137	2550993	1748197

**BROWNFIELD REDEVELOPMENT AUTHORITY - 112****RESOURCES:**

TAXES AND TAX RELATED	97160	97175	97175
INTEREST	15	10	10
TOTAL RESOURCES	97175	97185	97185

**EXPENDITURES:**

TOTAL EXPENDITURES	-	-	-
BEGINNING FUND BALANCE	70517	167692	264877
CHANGE IN FUND BALANCE	97175	97185	97185
ENDING FUND BALANCE	167692	264877	362062

**LIBRARY AUTHORITY - 111****RESOURCES:**

TAXES AND TAX RELATED	644817	644604	650735
INTERGOVERNMENTAL	51062	59100	59100
CHARGES FOR SERVICES	18553	17000	13500
INTEREST	298	197	197

OTHER REVENUE	125573	1000	1000
TRANSFER IN GENERAL FUND	172241	108546	100000
TOTAL RESOURCES	1012544	830447	824532

**EXPENDITURES:**

SALARIES	320009	357488	347141
FRINGES	154493	170185	171263
RETIREES HEALTH CARE	95661	62943	69264
SUPPLIES, MAINT. AND REPAIR	53951	73000	58000
STAFF DEVELOPMENT	-	30	1437
OPERATIONS	103675	104973	125473
REFUNDS AND REBATES	4561	10000	10000
CAPITAL	-	-	12046
TRANSFER OUT - DEBT SERVICE	50000	50000	50000
TOTAL EXPENDITURES	782350	828619	844624
BEGINNING FUND BALANCE	(104,231)	125965	127340
FUND BALANCE ADJUSTMENTS	-	(453)	-
CHANGE IN FUND BALANCE	230194	1828	(20,092)
ENDING FUND BALANCE	125963	127340	107248

**ECONOMIC DEVELOPMENT CORPORATION - 110****RESOURCES:**

CHARGES FOR SERVICES	-	-	-
TOTAL RESOURCES	-	-	-

**EXPENDITURES:**

EXPENDITURES	-	-	-
TOTAL EXPENDITURES	-	-	-
BEGINNING FUND BALANCE	11801	11801	11801
CHANGE IN FUND BALANCE	-	-	-
ENDING FUND BALANCE	11801	11801	11801
CHARGES FOR SERVICES	-	-	-

**MUNICIPAL BUILDING AUTHORITY - 113****RESOURCES:**

INTEREST	38	25	25
TOTAL RESOURCES	38	25	25

**EXPENDITURES:**

EXPENDITURES	-	-	-
TOTAL EXPENDITURES	-	-	-
BEGINNING FUND BALANCE	10161	10199	10224
CHANGE IN FUND BALANCE	38	25	25
ENDING FUND BALANCE	10199	10224	10249

**MAJOR STREETS - 202****RESOURCES:**

INTERGOVERNMENTAL	1275546	1295123	1236048
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INTEREST INCOME	703	464	464
SPECIAL ASSESSMENTS	251972	68555	68555
TOTAL RESOURCES	1528221	1364142	1305067

**EXPENDITURES:**

MAINTENANCE	1170023	1289886	1634173
TRANSFER OUT - GENERAL FUND	80000	118000	118000
TRANSFER OUT - LOCAL STREETS	270000	270000	270000
TOTAL EXPENDITURES	1520023	1677886	2022173
BEGINNING FUND BALANCE	1200051	1208249	894505
CHANGE IN FUND BALANCE	8198	(313744)	(717106)
ENDING FUND BALANCE	1208249	894505	177399

**LOCAL STREETS - 203****RESOURCES:**

INTERGOVERNMENTAL	459562	462068	467545
INTEREST INCOME	375	247	247
TRANSFER IN - MAJOR STREETS	270000	270000	270000
TOTAL RESOURCES	729937	732315	737792

**EXPENDITURES:**

MAINTENANCE	458691	812093	838632
TRANSFERS OUT - GENERAL FUND	45000	46000	46000
TOTAL EXPENDITURES	503691	858093	884632
BEGINNING FUND BALANCE	777006	1003252	877474
CHANGE IN FUND BALANCE	226246	(125778)	(146840)
ENDING FUND BALANCE	1003252	877474	730634

**SOLID WASTE - 226****RESOURCES:**

TAXES AND TAX RELATED	1279851	1276372	1288512
INTERGOVERNMENTAL	-	525010	-
INTEREST	2467	1628	1628
OTHER REVENUE	1149094	1144140	1251200
TOTAL RESOURCES	2431412	2947150	2541340

**EXPENDITURES:**

EXPENDITURES	1946381	2726829	2457874
TRANSFERS OUT - GENERAL FUND	260000	280000	280000
TRANSFERS OUT - WATER & SEWER	50000	50000	50000
TOTAL EXPENDITURES	2256381	3056829	2787874

BEGINNING FUND BALANCE	634626	809657	699979
CHANGE IN FUND BALANCE	175031	(109679)	(246534)
ENDING FUND BALANCE	809657	699979	453445

**NARCOTICS FORFEITURE FUND - 253**

**RESOURCES:**

MISCELLANEOUS	-	505	1000
INTEREST	27	18	18
TOTAL RESOURCES	27	523	1018

**EXPENDITURES:**

PUBLIC SAFETY NARCOTICS FORFEITURE			
SUPPLIES, MAINT. AND REPAIRS	7192	11440	5000
TOTAL EXPENDITURES	7192	11440	5000
BEGINNING FUND BALANCE	84682	77517	66600
CHANGE IN FUND BALANCE	(7165)	(10917)	(3982)
ENDING FUND BALANCE	77517	66600	62618

**CRIMINAL JUSTICE TRAINING - 254**

**RESOURCES:**

INTERGOVERNMENTAL	8622	8000	8000
INTEREST	3	-	-
TOTAL RESOURCES	8625	8000	8000

**EXPENDITURES:**

STAFF DEVELOPMENT	3113	8000	8000
TOTAL EXPENDITURES:	3113	8000	8000
BEGINNING FUND BALANCE	4046	9558	9558
CHANGE IN FUND BALANCE	5512	-	-
ENDING FUND BALANCE	9558	9558	9558

**DISASTER CONTINGENCY - 255**

**RESOURCES:**

INTEREST	1	-	-
TOTAL RESOURCES	1	-	-

**EXPENDITURES:**

TOTAL EXPENDITURES:	-	-	-
BEGINNING FUND BALANCE	3591	3592	3592
CHANGE IN FUND BALANCE	1	-	-
ENDING FUND BALANCE	3592	3592	3592

**CASE FLOW ASSISTANCE FUND - 256**

**RESOURCES:**

INTERGOVERNMENTAL	19730	23000	20000
INTEREST	36	24	24
TOTAL RESOURCES	19766	23024	20024

**EXPENDITURES:**

OPERATIONS	13165	7538	7538
TOTAL EXPENDITURES:	13165	7538	7538

BEGINNING FUND BALANCE	161480	168081	183567
CHANGE IN FUND BALANCE	6601	15486	12486
ENDING FUND BALANCE	168081	183567	196053

**COMMUNITY DEVELOPMENT BLOCK GRANT - 275**

**RESOURCES:**

INTERGOVERNMENTAL	112642	116423	128961
TOTAL RESOURCES	112642	116423	128961

**EXPENDITURES:**

SALARIES	55181	51330	52666
FRINGES	40635	48093	49771
OPERATIONS	16826	17000	26524
TOTAL EXPENDITURES	112642	116423	128961
BEGINNING FUND BALANCE	-	-	-
CHANGE IN FUND BALANCE	-	-	-
ENDING FUND BALANCE	-	-	-

**COMMUNITY ORIENTED POLICING SERVICES GRANT - 281**

**RESOURCES:**

INTERGOVERNMENTAL	172627	140103	186483
TRANSFER FROM GENERAL FUND	65125	46701	62161
TOTAL RESOURCES	237752	186804	248644

**EXPENDITURES:**

SALARIES	158705	159036	215377
FRINGES	79046	27768	33267
TOTAL EXPENDITURES	237751	186804	248644
BEGINNING FUND BALANCE	-	-	-
CHANGE IN FUND BALANCE	-	-	-
ENDING FUND BALANCE	-	-	-

**45th DISTRICT COURT - 276**

**RESOURCES:**

INTERGOVERNMENTAL	91448	91448	91448
INTEREST	1325	874	-
OTHER REVENUE	148221	166189	171044
TRANSFER-IN - OAK PARK GENRAL FUND	1694770	1694495	1788404
TOTAL RESOURCES	1935764	1953006	2050896

**EXPENDITURES:**

SALARIES	1074765	1127055	1217904
FRINGES	356996	427586	395760
OPERATIONS	370214	262552	278135
CAPITAL	14541	-	-
TRANSFERS OUT - RETIREES HEALTH CARE	32798	135813	159097
FINES DISTRIBUTED IN EXCESS OF RECEIPTS	66789	-	-
TOTAL EXPENDITURES	1916103	1953006	2050896
BEGINNING FUND BALANCE	12477	32138	32138

CHANGE IN FUND BALANCE	19661	-	-
ENDING FUND BALANCE	32138	32138	32138

**VETERANS TREATMENT GRANT (45th DISTRICT COURT) - 284**

**RESOURCES:**

INTERGOVERNMENTAL	9081	41767	30301
TOTAL RESOURCES	9081	41767	30301

**EXPENDITURES:**

SALARIES	11125	12968	12968
FRINGES	1613	1325	1325
SUPPLIES, MAINT. AND REPAIRS	1706	3460	3500
OPERATIONS	1001	15065	10508
STAFF DEVELOPMENT	1505	1080	2000
TOTAL EXPENDITURES	16950	33898	30301
BEGINNING FUND BALANCE	-	(7869)	-
CHANGE IN FUND BALANCE	(7869)	7869	-
ENDING FUND BALANCE	(7869)	-	-

**DEBT SERVICE FUND - 300**

**RESOURCES:**

TAXES AND TAX RELATED	2582411	2699130	2712673
ISSUANCE OF DEBT	-	-	-
INTEREST EARNINGS	2533	1659	1659
TRANSFER IN - LIBRARY AUTHORITY	50000	50000	50000
TRANSFER IN - GENERAL FUND	102873	101423	99673
TRANSFER FROM 2006 AND 2010 DEBT	24165	-	-
TOTAL RESOURCES	2761982	2852212	2864005

**EXPENDITURES:**

PRINCIPAL	1360000	1400000	1435000
INTEREST PAYMENT	1211729	1173519	1109156
PAYING AGENT FEES	1127	1877	1877
PRIOR YEAR REFUNDS	21142	251765	317910
COST OF ISSUANCE	(1,292)	-	-
DEBT DEFEASANCE TRANSFER	-	-	-
TRANSFER OUT	2485	-	-
TOTAL EXPENDITURES	2595191	2827161	2863943
BEGINNING FUND BALANCE	39125	205918	230969
CHANGE IN FUND BALANCE	166791	25051	62
ENDING FUND BALANCE	205916	230969	231031

**WATER AND SEWER - 592**

**RESOURCES:**

CHARGES FOR SERVICES	11562943	10939301	11547045
OTHER REVENUE	764	-	-
INTEREST	4056	2677	2677

TRANSFER IN - SOLID WASTE	50000	50000	50000
TOTAL RESOURCES	11,617763	10991978	11599722

**EXPENDITURES:**

OTHER	9031859	10956439	10747934
CAPITAL	1000	461064	490400
PRINCIPAL	-	883699	900323
INTEREST	285304	267753	243777
PAYING AGENT FEES	37	1000	1,000
TRANSFERS OUT - GENERAL FUND	180000	190000	190000
TOTAL EXPENDITURES	9498200	12759955	12573434
BEGINNING FUND BALANCE	17950776	20070342	18302365
CHANGE IN FUND BALANCE	2119563	(1767977)	(973712)
ENDING FUND BALANCE	20070339	18302365	17328653

**RISK MANAGEMENT - 677****RESOURCES:**

MISCELLANEOUS FEES	67922	61228	126446
INTEREST	144	95	95
CHARGES TO OTHER FUNDS	172994	182207	190174
TRANSFER IN - GENERAL FUND	-	30000	30000
TOTAL RESOURCES	241060	273530	346715

**EXPENDITURES:**

INSURANCE - WORKERS COMPENSATION	54548	65253	65000
INSURANCE - PUBLIC LIABILITY	392577	284387	304295
TOTAL EXPENDITURES	447125	349640	369295
BEGINNING FUND BALANCE	436931	230866	154756
CHANGE IN FUND BALANCE	(206065)	(76110)	(22580)
ENDING FUND BALANCE	230866	154756	132176

**RETIRES HEALTH CARE - 45th DISTRICT COURT - 678****RESOURCES:**

FINES	120295	135101	135101
INTEREST	60	39	39
TRANSFER IN - 45th DISTRICT COURT	32798	135813	159097
TOTAL RESOURCES	153153	270953	294237

**EXPENDITURES:**

RETIRES HEALTH CARE	144293	260670	283914
RETIRES DENTAL	147	150	150
RETIRES LIFE INSURANCE	20156	10134	10134
TOTAL EXPENDITURES:	164596	270954	294198
BEGINNING FUND BALANCE	11770	325	324
CHANGE IN FUND BALANCE	(11443)	(1)	39
ENDING FUND BALANCE	327	324	363

**RETIRES HEALTH CARE - CITY OF OAK PARK RETIREES - 680**

**RESOURCES:**

NET APPRECIATION IN FMV OF INVESTMENTS	111833	65000	65000
INTEREST	14	10	10
NET INVESTMENT EARNINGS	111847	65010	65010

**EXPENDITURES:**

PROFESSIONAL SERVICES	-	-	-
LOSS ON INVESTMENTS	-	5000	5000
TOTAL DEDUCTIONS:	-	5000	5000
BEGINNING FUND BALANCE	522525	634373	694383
CHANGE IN FUND BALANCE	111847	60010	60010
ENDING FUND BALANCE	634372	694383	754393

**CENTRAL SERVICES - 653**

**RESOURCES:**

INTEREST	35	-	-
OTHER FUNDING SOURCES	24139	-	-
TOTAL RESOURCES	24174	-	-

**EXPENDITURES:**

SUPPLIES, MAINT. AND REPAIRS	-	-	-
OPERATIONS	5776	-	-
PRINTING AND PUBLICATIONS	57179	-	-
TOTAL EXPENDITURES	62955	-	-
BEGINNING FUND BALANCE	38780	-	-
CHANGE IN FUND BALANCE	(38781)	-	-
ENDING FUND BALANCE	-	-	-

**MOTOR POOL - 654**

**RESOURCES:**

SALE OF FIXED ASSETS	5611	3990	-
INTEREST	187	-	-
OTHER REVENUE	203	-	-
TRANSFER IN - GENERAL FUND	147000	260065	305589
RENTS - GENERAL FUND	27782	8000	8000
RENTS - MAJOR STREETS	90960	82500	82500
RENTS - LOCAL STREETS	114143	102000	102000
RENTS - SOLID WASTE	124719	195000	170000
RENTS - CITY OWNED PROPERTY	18	-	-
RENTS - NEIGHBORHOOD STABILIZATION	335	-	-
RENTS - SIDEWALK PROGRAM	10606	3000	-
RENTS - WATER AND SEWER	83630	115000	115000
TOTAL RESOURCES	605194	769555	783089

**EXPENDITURES:**

SALARIES	44683	47507	50240
FRINGES	26941	34608	36172

SUPPLIES, MAINT. AND REPAIRS	180877	163000	164000
OPERATIONS	284417	290000	326940
STAFF DEVELOPMENT	713	1100	1100
DEPRECIATION	126716	135000	135000
CAPITAL	-	106940	88500
TOTAL EXPENDITURES	664347	778155	801952
BEGINNING FUND BALANCE	1226604	1167452	1158852
CHANGE IN FUND BALANCE	(59153)	(8600)	(18863)
ENDING FUND BALANCE	1167451	1158852	1139989

**PUBLIC IMPROVEMENT FUND - 401**

**RESOURCES:**

INTEREST	12	8	8
TOTAL RESOURCES	12	8	8

**EXPENDITURES:**

TOTAL EXPENDITURES	0	0	0
BEGINNING FUND BALANCE	54195	54207	54215
CHANGE IN FUND BALANCE	12	8	8
ENDING FUND BALANCE	54207	54215	54223

**CITY OWNED PROPERTY - 402**

**RESOURCES:**

INTEREST	22	14	14
TRANSFER IN - GENERAL FUND	10000	-	-
TOTAL RESOURCES	10022	2502	14

**EXPENDITURES:**

OPERATIONS	127	10,000	10,000
TOTAL EXPENDITURES	127	10,000	10,000
BEGINNING FUND BALANCE	86608	96503	89005
CHANGE IN FUND BALANCE	9895	(7498)	(9986)
ENDING FUND BALANCE	96503	89005	79019

**NEIGHBORHOOD STABILIZATION PROGRAM FUND - 403**

**RESOURCES:**

INTERGOVERNMENTAL	34542	156621	156759
TOTAL RESOURCES	34542	156621	156759

**EXPENDITURES:**

SALARIES	21594	30000	30000
FRINGES	12376	6621	6759
OPERATIONS	571	120000	120000
TOTAL EXPENDITURES	34541	156621	156759
BEGINNING FUND BALANCE	-	-	-
CHANGE IN FUND BALANCE	1	-	-
ENDING FUND BALANCE	1	-	-

**ROAD CONSTRUCTION - 450**

**RESOURCES:**

INTEREST	312	206	-
TOTAL RESOURCES	312	206	-

**EXPENDITURES:**

OPERATIONS	290058	431081	-
TRANSFERS OUT	500000	-	-
TOTAL EXPENDITURES	790058	431081	-
BEGINNING FUND BALANCE	1220621	430875	-
CHANGE IN FUND BALANCE	(789746)	(430875)	-
ENDING FUND BALANCE	430875	-	-

**SIDEWALK FUND - 451**

**RESOURCES:**

CHARGES FOR SERVICES	56310	964643	32858
INTEREST	48	15	15
OTHER REVENUE	14202	-	-
TOTAL RESOURCES	70560	964658	32873

**EXPENDITURES:**

SALARIES	16966	18064	19104
FRINGES	3399	13159	13754
OPERATIONS	10606	-	-
CAPITAL	13420	917120	-
TOTAL EXPENDITURES:	44391	948343	32858
BEGINNING FUND BALANCE	224717	250887	267202
CHANGE IN FUND BALANCE	26169	16315	15
ENDING FUND BALANCE	250886	267202	267217

**MUNICIPAL BUILDING CONSTRUCTION FUND - 470**

**RESOURCES:**

CHARGES FOR SERVICES	10000	-	-
FINES	223263	220169	220169
INTEREST	326	326	326
TOTAL RESOURCES	233589	220495	220495

**EXPENDITURES:**

OPERATIONS	176221	194513	-
CAPITAL	97145	-	45000
TOTAL EXPENDITURES:	273366	194513	45000
BEGINNING FUND BALANCE	1272933	1233157	1259139
CHANGE IN FUND BALANCE	(39,777)	25982	175495
ENDING FUND BALANCE	1233156	1259139	1434634

**MUNICIPAL COMPLEX FACILITY FUND - 452**

**RESOURCES:**

INTEREST	1417	234	-
TRANSFERS IN - ROAD CONSTRUCTION FUND	500000	-	-
TOTAL RESOURCES	501417	234	-

**EXPENDITURES:**

OPERATIONS	2616111	714134	-
TOTAL EXPENDITURES:	2616111	714134	-
BEGINNING FUND BALANCE	2828593	713900	-
CHANGE IN FUND BALANCE	(2114694)	(713900)	-
ENDING FUND BALANCE	713899	-	-

**EMPLOYEES RETIREMENT SYSTEM - GENERAL - 731**

**RESOURCES:**

OPERATING REVENUES			
EMPLOYEE CONTRIBUTIONS - GENERAL	58851	46752	49090
EMPLOYEE CONTRIBUTIONS - PUBLIC SAFETY	645	-	-
OTHER INCOME - EMPLOYEE BUY-BACKS	1634	-	-
INTEREST EARNINGS	43	30	-
BOND AND NOTE INTEREST	103809	28463	-
GAIN ON INVESTMENTS	384160	349753	370738
CONTRIBUTION FROM CITY - PUBLIC SAFETY	-	-	-
CONTRIBUTION FROM CITY - GENERAL	1367086	842583	1044803
TOTAL OPERATING REVENUES	1916228	1267581	1464631
NONOPERATING REVENUES			
NET APPRECIATION OF FMV OF INVESTMENTS	-	-	-
GAIN ON INVESTMENT	(3548904)	5970747	6328992
TOTAL NONOPERATING REVENUES	(3548904)	5970747	6328992
TOTAL RESOURCES	(1632676)	7238328	7793623

**EXPENDITURES:**

OPERATING EXPENSES			
PROFESSIONAL SERVICES	101636	181274	32500
MISCELLANEOUS OPERATING EXPENSES	38	-	-
BENEFIT PAYMENTS	3237481	3181649	3245282
REFUNDS AND REBATES - GENERAL	-	-	-
REFUNDS AND REBATES - PUBLIC SAFETY	-	-	-
TOTAL OPERATING EXPENSES:	3339155	3362923	3277782
NON-OPERATING EXPENSES			
LOSS ON INVESTMENTS	-	3832	31000
TRANSFER TO PUBLIC SAFETY RETIREMENT SYSTEM	31376710	-	-
TOTAL NON-OPERATING EXPENSES	31376710	3832	31000
TOTAL EXPENDITURES:	34715865	3366755	3308782
BEGINNING FUND BALANCE	58960174	22611634	21091270
FUND BALANCE ADJUSTMENTS	1	(5391937)	-
CHANGE IN FUND BALANCE	(36348541)	3871573	4484841
ENDING FUND BALANCE	22611634	21091270	25576111

**EMPLOYEES RETIREMENT SYSTEM – PUB. SAFETY PA345 - 733**

**RESOURCES:**

<b>OPERATING REVENUES</b>			
EMPLOYEE CONTRIBUTIONS - PUBLIC SAFETY	325361	324772	332586
INTEREST	68	724	-
BOND AND NOTE INTEREST	719598	47432	-
DIVIDEND INCOME	548306	742877	787450
TRANSFER IN - GENERAL FUND	119504	406559	245602
TRANSFER IN - GENERAL EMPLOYEE RETIREMENT SYSTEM	31376710	-	-
TRANSFER IN - GENERAL FUND PA345 MILLAGE	2749957	2817100	3081831
TOTAL OPERATING REVENUES	35839504	4339464	4447469
<b>NON-OPERATING REVENUES</b>			
GAIN ON INVESTMENT	10843617	10500983	11131042
TOTAL NONOPERATING REVENUES	10843617	10500983	11131042
TOTAL RESOURCES	46683121	14840447	15578511

**EXPENDITURES:**

<b>OPERATING EXPENSES</b>			
RETIREE HEALTH CARE	687486	1063784	1167558
RETIREE LIFE INSURANCE	945	657	788
RETIREE DENTAL	75366	55000	65000
PROFESSIONAL SERVICES	135525	240724	25500
BENEFIT PAYMENTS	4153687	4260794	4367314
MISCELLANEOUS	38	-	-
PRIOR YEAR TAX REFUNDS	-	1547	2000
REFUNDS AND REBATES - PUBLIC SAFETY	44415	-	-
TOTAL OPERATING EXPENSES:	5097462	5622506	5628160
<b>NON-OPERATING EXPENSES</b>			
LOSS ON INVESTMENTS	-	74855	18000
TOTAL NON-OPERATING EXPENSES	-	74855	18000
TOTAL EXPENDITURES:	5097462	5697361	5646160
BEGINNING FUND BALANCE	-	41585659	40931848
FUND BALANCE ADJUSTMENTS	-	(9796897)	-
CHANGE IN FUND BALANCE	41585659	9143086	9932351
ENDING FUND BALANCE	41585659	40931848	50864199

BE IT FURTHER RESOLVED, that the detailed budget document submitted to Council on May 18, 2015 and amended by Council will be used for comparative reporting purposes in addition to the adopted budget.

BE IT FURTHER RESOLVED, that the City Manager is authorized to make individual transfers in amounts of up to one thousand dollars each between departments and/or funds.

BE IT FURTHER RESOLVED, that the City Clerk be and is hereby ordered and directed to certify the above amount required for the several funds of the City and the aggregate thereof, to the City Treasurer.

BE IT FURTHER RESOLVED, that the Clerk of this City be and is hereby ordered and directed to certify to the Assessor of this City that the several amounts of appropriation herein determined and the aggregate thereof (less the estimate of the amount of revenues from other sources) are to be raised

by General Tax spread on Real and Personal Property, and based on an estimated taxable valuation of \$436,294,700 including Industrial & Commercial Facilities assessments, the following tax rates are approved:

**TAX RATES:**

16.3563	PER \$1,000 TAXABLE VALUATION FOR OPERATION
1.4914	PER \$1,000 TAXABLE VALUATION FOR LIBRARY
0.5000	PER \$1,000 TAXABLE VALUATION FOR RECREATION
2.0000	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY
7.0000	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY PA345
6.1615	PER \$1,000 TAXABLE VALUATION FOR DEBT RETIREMENT
1.1437	PER \$1,000 TAXABLE VALUATION FOR HEADLEE OVERRIDE
2.9531	PER \$1,000 TAXABLE VALUATION FOR SOLID WASTE

TOTAL: \$37.6060 PER \$1,000 EQUALIZED VALUATION

Roll Call Vote:	Yes:	McClellan, Burns, Levine, Speech, Seligson
	No:	None
	Absent:	None

**MOTION DECLARED ADOPTED**

**CM-05-202-15 (AGENDA ITEM #8C) FISCAL YEAR 2015-2016 FEE SCHEDULE - APPROVED**

Motion by Speech, seconded by Levine, CARRIED UNANIMOUSLY, to approve the Fiscal Year 2015-2016 Fee Schedule as presented.

Roll Call Vote:	Yes:	McClellan, Burns, Levine, Speech, Seligson
	No:	None
	Absent:	None

**MOTION DECLARED ADOPTED**

**COMMUNICATIONS:** None

**SPECIAL LICENSES:**

**CM-05-203-15 (AGENDA ITEM #10A) SPECIAL EVENT REQUEST – OAK PARK ARTS AND CULTURAL COMMISSION- APPROVED**

Motion by Seligson, seconded by Burns, CARRIED UNANIMOUSLY, to approve the following Special Event request and waiver of fee subject to all departmental approvals:

Name	Address	Event	Fees
OPAACC	14300 Oak Park Blvd. Oak Park, MI 48237	Music Event June 12, 2015	Waived

Voice Vote:            Yes:            McClellan, Seligson, Speech, Burns, Levine  
                             No:            None  
                             Absent:        None

**MOTION DECLARED ADOPTED**

**ACCOUNTING REPORTS:**

**CM-05-204-15            (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF AN INVOICE AS SUBMITTED BY GARAN, LUCOW, MILLER P.C., FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$11,667.90 - APPROVED**

Motion by Speech, seconded by Levine, CARRIED UNANIMOUSLY, to approve payment of invoice #437284 as submitted by Garan, Lucow, Miller P.C., for legal services in the total amount of \$11,667.90.

Roll Call Vote:        Yes:            McClellan, Burns, Levine, Speech, Seligson  
                             No:            None  
                             Absent:        None

**MOTION DECLARED ADOPTED**

**BIDS: None**

**ORDINANCES:**

**CM-05-205-15            (AGENDA ITEM #13A) FIRST READING OF AN ORDINANCE TO AMEND SECTION 1001, PERMITTED USES, OF ARTICLE X, OFFICE BUILDING DISTRICT, APPENDIX A, ZONING, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN - APPROVED**

Motion by Speech, Seconded by Levine, CARRIED UNANIMOUSLY, to approve the First Reading of the following Ordinance to amend Section 1001, Permitted Uses, of Article X, Office Building District, Appendix A, Zoning, of the Code of Ordinances of the City of Oak Park, Michigan:

**CITY OF OAK PARK, MICHIGAN**

**ORDINANCE NO.**

**AN ORDINANCE TO AMEND SECTION 1001, PERMITTED USES, OF ARTICLE X, OFFICE BUILDING DISTRICT, APPENDIX A, ZONING, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN.**

THE CITY OF OAK PARK, MICHIGAN ORDAINS:

SECTION 1. Article X, O, Office Building Districts, Appendix "A", Zoning, of the Code of Ordinances of the City of Oak Park, is hereby amended to add the following:

Section 1001. Permitted uses.

G. The following single-use retail and personal service establishments when located in stand-alone buildings less than 2,000 square feet in size: jewelry stores; copy service or instant printer; florist shop; tailor, travel agent; dry cleaners drop-off without processing facilities; private mailing service; and personal communication services.

SECTION 2. Conflicting Provisions Repealed

All ordinances in conflict with the provisions of this ordinance are repealed only to the extent necessary to give this ordinance full force and effect; provided that all other provisions of the Oak Park Code of Ordinances as heretofore amended shall remain in full force and effect.

SECTION 3. Severability

No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park, Michigan shall be affected by this ordinance except as to the above sections, and in the event any portion, section or subsection of this ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this ordinance or of the Code of Ordinances of the City of Oak Park, Michigan.

SECTION 4. Effective Date

This ordinance shall be published as required by the Charter of the City of Oak Park and shall become effective ten (10) days from the date of its passage or upon the expiration of seven (7) days after its publication, whichever is later.

Roll Call Vote:	Yes:	McClellan, Burns, Levine, Seligson, Speech
	No:	None
	Absent:	None

**MOTION DECLARED ADOPTED**

**CITY ATTORNEY REPORT:**

**CM-05-206-15**

**(AGENDA ITEM #14A) AUTHORIZATION FOR THE CITY ATTORNEY TO FILE AN APPEARANCE ON BEHALF OF THE CITY IN THE TAX TRIBUNAL MATTER OF LINCOLN CENTER V. CITY OF OAK PARK, MTT DOCKET NO. 15-000767 - APPROVED**

Motion by Burns, Seconded by Levine, CARRIED UNANIMOUSLY, to authorize the City Attorney to file an appearance on behalf of the City in the Tax Tribunal matter of Lincoln Center V. City of Oak Park, MTT Docket No. 15-000767.

Roll Call Vote:           Yes:           McClellan, Burns, Levine, Seligson, Speech  
                               No:           None  
                               Absent:       None

**MOTION DECLARED ADOPTED**

**CM-05-207-15           (AGENDA ITEM #14B) SETTLEMENT APPROVAL PER THE  
 STIPULATION FOR ENTRY OF CONSENT JUDGEMENT FOR  
 MICHIGAN TAX TRIBUNAL CASE NO 14-001527 REGARDING C & N  
 BUILDING, LLC v. CITY OF OAK PARK – APPROVED**

Motion by Burns, Seconded by Seligson, CARRIED UNANIMOUSLY, to approve the settlement per the following Stipulation for Entry of Consent Judgment for Tax Tribunal Case No. 14-001527 regarding C& N Building, LLC v. City of Oak Park and to authorize the City Attorney to sign on behalf of the City:

STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 MICHIGAN ADMINISTRATIVE HEARING SYSTEM  
 MICHIGAN TAX TRIBUNAL

C& N Building, LLC,  
 Petitioner,  
 v

MTT Docket No. 14-001527

City of Oak Park,  
 Respondent.

**STIPULATION FOR ENTRY OF CONSENT JUDGMENT**

1. The case is pending in the Entire Tribunal.
2. Property Parcel No: 52-25-32-101-004 & 52-25-32-101-005
3. The values for the property identified above as established by Respondent's Board of Review are:

Tax Year	Parcel Number	True Cash Value	Assessed Value	Taxable Value
2014	52-25-32-101-004	\$1,043,800.00	\$521,900.00	\$521,900.00
2014	52-25-32-101-005	\$2,772,200.00	\$1,386,100.00	\$1,386,100.00
2015	52-25-32-101-004	\$1,052,200.00	\$526,100.00	\$526,100.00
2015	52-25-32-101-005	\$2,800,800.00	\$1,400,400.00	\$1,400,400.00

4. The values for the property identified above as stipulated by the parties for settlement purposes are:

Tax Year	Parcel Number	True Cash Value	State Equalized Value	Taxable Value
2014	52-25-32-101-004	\$1,000,000.00	\$500,000.00	\$500,000.00
2014	52-25-32-101-005	\$2,550,000.00	\$1,275,000.00	\$1,275,000.00
2015	52-25-32-101-004	\$1,000,000.00	\$500,000.00	\$500,000.00
2015	52-25-32-101-005	\$2,550,000.00	\$1,275,000.00	\$1,275,000.00

5. The Parties agree by Stipulation to add the 2015 tax year to this proceeding by the filing of a stipulation prior to the May 31, 2015 deadline for filing a motion to amend.
6. List separately any special terms or conditions being proposed by the parties that would affect the execution of this Consent Judgment including, but not limited to, the joint payment of the refund, the waiver of interest, etc.
  - a. The parties agree to waive all interest and penalties applicable to any refunds issued as a result of entry of consent judgement under this stipulation.
  - b. The parties agree that the stipulation regarding the subject property's assessed and taxable values is strictly for settlement purposed only.
  - c. This stipulation constitutes the entry agreement between the parties, written or otherwise, as to the property's assessment(s) for the tax year(s) at issue or any other tax year(s).
  - d. Pay refund jointly to "C&N Building LLC, c/o Joshua T. Shillair, Esq."
  - e. Refund check must be sent to: 1-800-LAW-FIRM, PLLC, 26700 Lahser Rd., Suite400, Southfield, MI 48033.

Roll Call Vote:	Yes:	Burns, Levine, McClellan, Speech, Seligson
	No:	None
	Absent:	None

**MOTION DECLARED ADOPTED**

**CITY MANAGER:**

**Department of Public Works**

**CM-05-208-15 (AGENDA ITEM #15A) AUTHORIZATION FOR THE PUBLIC WORKS DEPARTMENT TO PARTICIPATE IN THE OAKLAND COUNTY PURCHASING BID FOR THE PURCHASE OF 250 NEPTUNE R900 WATER METER REMOTE RADIO READING DEVICES AT \$82.89 EACH (\$20,722.50) IN THE CURRENT BUDGET YEAR AND 750 OF THE SAME IN BUDGET YEAR 2015-2016 (\$62,167.50) - APPROVED**

Motion by Seligson, Seconded by Levine, CARRIED UNANIMOUSLY, to authorize the Public Works Department to participate in the Oakland County Purchasing bid for the purchase of 250 Neptune R900 water meter remote radio reading devices at \$82.89 each (\$20,722.50) in the current budget year and 750 of the same in budget year 2015-2016 (\$62,167.50). Funding is available in the Water & Sewer Fund for this expenditure.

Roll Call Vote:	Yes:	McClellan, Burns, Levine, Seligson, Speech
	No:	None
	Absent:	None

**MOTION DECLARED ADOPTED**

Assistant City Manager Yee reported that the Public Works Department is requesting authorization to participate in the Oakland County Purchasing bid for the purchase of water meter remote radio reading devices that will replace older versions that have been failing. He indicated the amount of \$80,000.00 has been allocated in the current budget year and the proposed 2015-2016 Budget for the water meters.

### **Community and Economic Development**

#### **(AGENDA ITEM #15B) Technical Assistance Grant Update**

Community and Economic Development Manager Marrone reported that the city of Oak Park submitted and received a technical assistance grant from the Congress for New Urbanism and Project for Public Spaces that will create a planning and engineering concept for a potential street redesign of Nine Mile Road. The design will include multi-modal transportation, green engineering, and enhance economic development. The Walkable Street Design Charrette will take place June 1-3, 2015. The workshops will engage the community, stakeholders, elected officials and city staff. The outcome will be a completed design that can be submitted for bid and selection of an engineering firm. A public forum will take place June 1st from 5:30 p.m. to 7:30 p.m. in the Community Center and other opportunities for participation will be as follows: June 2nd 1 p.m. to 5 p.m. Open Design Studio and 6 p.m. to 8 p.m. Open House; June 3rd 9 a.m. to noon Open Design Studio and 3 p.m. Final Presentation.

#### **CM-05-209-15 (AGENDA ITEM #15C) FACADE IMPROVEMENT PROGRAM APPLICATION AND APPROVAL PROCESS - APPROVED**

Motion by Seligson, Seconded by Levine, CARRIED UNANIMOUSLY, to approve the Facade Improvement Program application and approval process.

Roll Call Vote:	Yes:	McClellan, Burns, Levine, Seligson, Speech
	No:	None
	Absent:	None

### **MOTION DECLARED ADOPTED**

### **Finance Department**

#### **CM-05-210-15 (AGENDA ITEM #15E) RECEIVE AND APPROVE STAFF RECOMMENDATIONS AS SUBMITTED REGARDING SPECIAL ASSESSMENT DISTRICTS #641, #642, #643, #644, #645 and #646 - APPROVED**

Motion by Burns, Seconded by Speech, CARRIED UNANIMOUSLY, to receive and approve staff recommendations for Special Assessment Districts as follows:

#### **DISTRICT NO. 641 UNPAID FALSE ALARM INVOICES**

It is recommended that the property owner at 10431 Oak Park (14-0000316), and 22021 Parklawn (14-0000311) (15-0002544) are responsible for all unpaid charges including penalty as stated. It is recommended to include the unpaid invoices which were temporarily removed from the roll together with the original 10% penalty.

#### **DISTRICT NO. 642 UNPAID WEED MOWING INVOICES**

It is recommended that the property owner at 10641 Corning (14-0000321) is responsible for all unpaid charges including penalty as stated. It is recommended to include the unpaid invoice which was temporarily removed from the roll together with the original 10% penalty.

**DISTRICT NO. 643 UNPAID SIDEWALK REPAIR INVOICES**

It is recommended that the property owners at 15000 Dartmouth (14-0001638), 24280 Gardner (14-0001679), 24540 Harding (14-0001729), 24541 Harding (14-0001730), 24721 Kenosha (14-0001813), 15411 Leslie (14-0001947) , 15321 Marlow (14-0001986), 24341 Ridgedale (14-0002217), 24611 Ridgedale (14-0002226), 24600 Sussex (14-0002261), 24600 Westhampton (14-0002395), 24700 Westhampton (14-0002414) are responsible for all unpaid charges including penalty as stated. It is recommended to include the unpaid invoices which were temporarily removed from the roll together with the original 10% penalty.

It is recommended that invoices for 15011 Marlow (14-0001961) and 15050 Leslie (14-0001926) be removed from the roll together with the original 10% penalty. The owners have paid their pending liens

**DISTRICT NO. 644 UNPAID WATER INVOICES**

It is recommended that the property owner at 12710 Albany (25-32-133-019) is not responsible for all unpaid charges including penalty as stated. It is recommended to exclude the unpaid invoice which was temporarily removed from the roll together with the original 10% penalty

**DISTRICT NO. 645 UNPAID SPECIAL PICK-UP INVOICES**

It is recommended that the property owner at 23570 Majestic (15-0002560) is responsible for all unpaid charges including penalty as stated. It is recommended to include the unpaid invoice which was temporarily removed from the roll together with the original 10% penalty.

**DISTRICT NO. 646 UNPAID SNOW REMOVAL INVOICES**

It is recommended that the property owner at 22101 Beverly (15-0002629) is responsible for all unpaid charges including penalty as stated. It is recommended to include the unpaid invoice which was temporarily removed from the roll together with the original 10% penalty.

Roll Call Vote:            Yes:            McClellan, Seligson, Speech, Burns, Levine  
                                  No:            None  
                                  Absent:       None

**MOTION DECLARED ADOPTED**

**Public Safety Department**

**CM-05-211-15            (AGENDA ITEM #15K) OAK PARK EMERGENCY OPERATIONS PLAN - APPROVED**

Motion by Seligson, Seconded by Levine, CARRIED UNANIMOUSLY, to adopt the Oak Park Emergency Operations Plan.

Roll Call Vote:            Yes:            McClellan, Burns, Levine, Seligson, Speech  
                                  No:            None  
                                  Absent:       None

**MOTION DECLARED ADOPTED**

**(AGENDA ITEM #15L) Tentative Agreement with the Police Officers Association of Michigan - PSO (Removed from the Agenda)**

**CALL TO THE AUDIENCE:**

**Beverly Miller**, 13231 Oak Park Blvd, congratulated and thanked the Oak Park Public Safety Department and requested assistance in cutting grass for seniors.

**CALL TO THE COUNCIL:**

**Mayor ProTem Levine** reminded everyone to be careful as the weather gets better and to be mindful of children playing in the neighborhoods and be sure to be the eyes and ears for the city to keep the community safe, clean and attractive.

**Council Member Speech** reminded everyone that there is an opportunity to share their input for spending County funds related to housing projects. County Forums will be held on May 19, May 21, and June 2 at the Oakland County Executive Offices. She promoted the annual Flower Sale that will take place on Sunday May 24, 2015 at the Community Center. She also reminded everyone to keep their grass maintained and explained the ordinance the city follows to ensure proper property maintenance and blight prevention in the city. Congratulations to the 2015 graduates!

**Council Member Burns** thanked everyone for coming out and expressed her excitement about the community and economic development activity taking place in the city. She also reminded everyone that there will be a free recycling opportunity sponsored by the Recycling Commission on Saturday June 7, 2015 from 10 AM to 2 PM. There will also be a rain barrel workshop available. She also announced that the Library Commission is reporting that over 20,000 library cards have been issued in the community which represents two out of every three residents. She reported on behalf of the Recreation Commission that Shelter rentals are going well and that the pool will open June 13<sup>th</sup> and Day Camp begins June 22<sup>nd</sup>.

**Council Member Seligson** commended the Public Safety Department and thanked them for their service to the City.

**Mayor McClellan** mentioned that development activity will begin soon at the old Armory site near Greenfield and 8 Mile. Work will also begin on the construction of an island on Coolidge just North of 8 Mile Rd. She also thanked city staff for providing great service to residents.

**ADJOURNMENT:**

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:25 P.M.

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T. Edwin Norris, City Clerk

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Marian McClellan, Mayor



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

**AGENDA OF:** June 1, 2015

**AGENDA #**

**SUBJECT:** Request to cancel the June 8, 2015 Planning Commission meeting.

**DEPARTMENT:** Community and Economic Development, Planning Division

**SUMMARY:** The Chairperson of the Planning Commission is requesting the June 8, 2015 Planning Commission meeting be cancelled. There is an anticipated lack of quorum for the meeting.

**FINANCIAL STATEMENT:**

**RECOMMENDED ACTION:** The City Council consider accepting the request of the Chairperson of the Planning Commission and cancel the June 8, 2015, regularly scheduled meeting.

**APPROVALS:**

City Manager:

Director:

Finance Director:

\_\_\_\_\_

**EXHIBITS:** None.

**CITY OF OAK PARK  
MICHIGAN  
ZONING BOARD OF APPEALS  
NOVEMBER 25, 2014  
MINUTES**

The meeting was called to order at 7:31 p.m. by Chairperson Landau in the Council Chambers of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237 and Roll Call was made.

**PRESENT:** Chairperson Landau, Member Blumenkopf, Member Barton, Member Radner

**ABSENT:** Vice Chairperson Huston, Member Peiss, Member Hawkins

**OTHERS PRESENT:** City Planner Kevin Rulkowski, Deputy City Clerk Stephanie Sumner, Community & Economic Development Manager Kimberly Marrone

Chairman Landau stated that a quorum was present and in addition, that in order to approve a variance there has to be four affirmative votes.

**APPROVAL OF ZONING BOARD MINUTES OF OCTOBER 28, 2014**

**MOTION BY RADNER, SECONDED BY BARTON, CARRIED UNANIMOUSLY,** to approve the meeting minutes of October 28, 2014

Roll Call Vote:

Yes:	Landau, Barton, Blumenkopf, Radner, Peiss
No:	None
Absent:	Huston Hawkins, Peiss

**MOTION DECLARED ADOPTED**

**COMMUNICATIONS:** None

**NEW BUSINESS:**

**CASE NO. 14-12: Allied Signs on behalf of McDonald's Restaurant,** 26160 Greenfield Rd, has made an appeal to the Zoning Board of Appeals for a variance from the provisions in the Zoning Ordinance, Article XVIII, to allow for signs that do not meet the provisions of the sign section of the Zoning Ordinance

**APPLICANT:**

Allied Signs on behalf of McDonald's restaurant  
26160 Greenfield Road  
Oak Park, Michigan

**PROPERTY:**

26160 Greenfield Road  
Property Identification Number: 25-19-101-027

**ORDINANCE REQUIREMENTS AND REQUEST:**

Four variances are requested:

1. Article XVIII, Section 1805, B, permits one wall sign per tenant. The applicant is requesting a waiver to allow for a total of four (4) wall signs to be displayed on the building.
2. Article XVIII, Section 1805, B, 2, permits wall signs to be displayed only on the front of the building. The applicant is requesting a waiver to allow for additional signs on the side walls (north & south sides) of the building.
3. Article XVIII, Section 1805, B, 1, requires the monument signs not to exceed 30 square feet. The applicant is requesting a waiver to allow the monument sign to be 38.3 square feet in size.
4. Article XVIII, Section 1802, T, 2, requires the area of an electronic messaging display not to exceed fifty (50) percent of a monument sign. The applicant is requesting a waiver to allow the electronic messaging display area of the monument sign to be 58%.

**STAFF FINDINGS OF FACT:**

1. The property is currently zoned B-2, General Business District.
2. The Planning Commission approved a Site Plan for this project at their January 13, 2014 meeting.
3. Article XVIII, Section 1805, B, permits one wall sign per tenant.
4. The applicant is requesting a waiver to allow for a total of four (4) wall signs to be displayed on the building.
5. Article XVIII, Section 1805, B, 2, permits wall signs to be displayed only on the front of the building.
6. The applicant is requesting a waiver to allow for additional signs on the side walls (north & south sides) of the building.
7. Article XVIII, Section 1805, B, 1, requires the monument signs not to exceed 30 square feet.
8. The applicant is requesting a waiver to allow the monument sign to be 38.3 square feet in size.
9. Article XVIII, Section 1802, T, 2, requires the area of an electronic messaging display not to exceed fifty (50) percent of a monument sign.
10. The applicant is requesting a waiver to allow the electronic messaging display area of the monument sign to be 58%.
11. The applicant is proposing four wall signs that total approximately 75 square feet.
12. The total square footage of all proposed signs (wall & monument) is approximately 113 square feet.
13. The Zoning Ordinance allows the total of all signs (wall & monument) to be 150 square feet.
14. Greenfield Road has a large volume of daily traffic with a speed limit of 40 mph.

**STAFF RECOMMENDATIONS:**

McOpCo, the local operator of the existing McDonald's restaurant at 26650 Greenfield, recently received approval of a Final Site Plan to construct a new McDonald's restaurant (26160 Greenfield) in an outlot location of the Lincoln Shopping Center. The proposed building will be

4,140 square feet and have a double drive thru design. The existing McDonald's restaurant at 26650 Greenfield will be demolished and the property sold. A new parcel will be created in the area the McDonald's restaurant and parking lot will be located.

The applicant is requesting a number of sign variances that if approved, would result in five signs on the property where only two are allowed and 113 square feet of total signage where 150 square feet is allowed.

Considering the proposed McDonald's is in an out-lot location and visible from a number of directions by the patrons in the shopping center as well as from Greenfield Road it would seem reasonable to allow for an accommodation in the location and the number of signs on the building. In addition, the volume of traffic, the number of traffic lanes and the higher speed limit on Greenfield may be taken into consideration when considering a variance for the size of the monument sign. For these reasons the Board will have to determine whether an argument for a practical difficulty (*would compliance unreasonably prevent the owner from using the property for a permitted purpose, would strict compliance would render conformity unnecessarily burdensome, and would the granting of a variance would provide substantial justice to applicant*) can be demonstrated.

The Board will want to ensure that any variances granted are the minimum necessary to permit reasonable use of the land and buildings for the activities permitted in the Zoning District. Would a reduction in the number of signs and possibly the sizes of the individual signs lessen the impact of the variance without significantly diminishing the overall operation of the business?

**MOTION BY RADNER, SECONDED BY BARTON, CARRIED UNANIMOUSLY:** based on the information presented in the Planning Division Report, and additional findings of fact discussed during the review of Case # 14-12, to approve the request of McDonald's Restaurant, 26160 Greenfield Road, as follows:

1. For a waiver from the provisions in Article XVIII, Section 1805, B, to allow for a total of four (4) wall signs to be displayed on the building.
2. For a waiver from the provisions in Article XVIII, Section 1805, B, 2, to allow for additional signs on the side walls (north & south sides) of the building.
3. For a waiver from the provisions in Article XVIII, Section 1805, B, 1, to allow the monument sign to be 38.3 square feet in size.
4. For a waiver from the provisions in Article XVIII, Section 1802, T, 2, to allow the electronic messaging display area of the monument sign to be 58%.

Roll Call Vote:

Yes:	Landau, Barton, Blumenkopf, Radner
No:	None
Absent:	Huston, Hawkins, Peiss

**MOTION DECLARED ADOPTED.**

**PUBLIC COMMENT**

There was no one present wishing to speak.

**ADJOURNMENT**

Chairman Landau announced that there was no further business for the Board and adjourned the meeting at 7:51 p.m.

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T. Edwin Norris, City Clerk



# CITY OF OAK PARK

## City Council Boards & Commissions

Council Members  
 Michael M. Seligson  
 Carolyn Burns  
 Kiesha Speech  
 City Manager  
 Erik Tungate

### Regular Meeting of the COMMUNICATIONS COMMISSION Wednesday, April 15, 2015

#### MINUTES

The meeting was called to order at 7:02 pm in the Oak Park Community Center at 14300 Oak Park Blvd., Oak Park, MI 48237.

**PRESENT:** Julie Edgar, Steven Gold, Cheryl Weiss, Communications Director Joscelyn Davis

**ABSENT:** Nathan Peiss, City Council Member Kiesha Speech (E)

**ALSO PRESENT:** Amy Figot

**APPROVAL OF AGENDA:** Commissioner Gold suggested adding the date of our next meeting to the agenda. Motion was made to approve the agenda with changes by Commissioner Edgar, seconded by Commissioner Weiss. Motion carried.

**APPROVAL OF MINUTES:** Discussion regarding last month's minutes. Commissioner Weiss sent them to Director Davis approximately one week following the meeting. Director Davis did not receive them. Commissioner Weiss did not know they were not received until the day before the April meeting. New procedure will be for Commissioner Weiss to request confirmation that minutes were received within two days after sending them to Director Davis. If confirmation is not received, she will contact Director Davis and resend minutes if necessary.

Motion to approve minutes was made by Commissioner Edgar, seconded by Commissioner Weiss. Motion carried.

**SPECIAL RECOGNITION/PRESENTATIONS:** Director Davis facilitated a work session: Strategic Planning Exercise. This exercise will characterize the commission's purpose and align with ordinance. Task 1 was to brainstorm core values relative to the city's communication practices. These values included: efficient, effective, unified, concise, comprehensive, clear, accessible, timely, relevant, engaging, pleasant, diverse, various platforms, and inclusive. Director Davis will take these words and write a purpose statement for the Commission to edit at the next meeting. Task 2 was to perform an environmental assessment, which answers these questions relative to effective communications in Oak Park:

- A. What is needed in Oak Park?
- B. Who benefits from our activities?
- C. What does the city do well?
- D. How can the city improve?
- E. What factors cause potential roadblocks?
- F. What would make it better?

Time did not allow for all of these questions to be discussed. Discussion on Item 2B: Who benefits from our activities in the Communications Commission? Brainstorming included Oak Park residents, the media, business owners, neighboring communities, elected officials, and minority groups. Regarding minority groups, Commissioner Gold opened a discussion about perception and minority groups; are there any ethnic groups that do not feel welcome at certain events? What is our role in making sure everyone in the city feels welcome to participate in all activities?

Item 2C: What does the city do well? Brainstorming included the Branch newsletter, eblasts, social media, and electronic billboards. Commissioner Gold said he would give the city communications a grade of B. We do many things well, but there is still room for improvement. We still need to reach those who do not use technology.

Commissioner Edgar suggested that maybe we need to work with the Emergency Services Council to have block volunteers. There is a need for emergency activities not based on electronic communication to reach all residents. Discussion continued regarding Emergency Services Council and the possibility of bringing that group and the Communications Commission together 2 times a year. Commissioner Weiss asked about the discussion we had last month regarding the Communication Commission members volunteering to teach senior citizens how to use computers. What is the procedure for facilitating that activity? Director Davis will take that to Director of Public Safety, Steve Cooper.

Item 2D: How can the city improve? Commissioner Weiss suggested that we need more flyers in the library, City Hall, and other places around the city where residents will see them for upcoming events. Often residents don't know about activities, and they would have attended if they knew about them. Commissioners also suggested that flyers are kept up to date; flyers for past events need to be removed quickly. Director Davis shared that the city bought stands to place in popular locations around the city, such as the JCC, Glory, etc to display copies of the Branch newsletter, but eventually the stands disappeared and they are costly.

Director Davis suggested that with more use of social media, especially the City of Oak Park Facebook group as well as the Facebook group Oak Park Neighbors, and the Oak Park Connections blog, that could provide venues to share information. Commissioner Gold suggested that along with these social media groups, however, we need to be ambassadors and monitor what is happening; look for trends. If we see an issue involving the Department of Public Safety, share that with Director Cooper. Commissioner Edgar suggested that officials respond to issues that come up on Facebook directly or through Director Davis; it's better to be upfront, honest, and transparent. We need to keep the lines

of communication open. Director Davis agreed that we need to be transparent, but we also need to make sure people have a place to share comfortably. We need to find a way to be more publicly responsive without upsetting people. When the new website is ready, a forum will be available for residents to communicate with city staff members. Currently, Director Davis shares information she receives with other city directors at team meetings. She asked Commissioners to text her if we notice something she should share with other directors, and to continue to be ambassadors.

Commissioners also discussed the proposed language of the Communications Commission Code of Ordinances, and will continue to revise it at the next meeting.

**STAFF LIASON REPORT:** (Director Davis)

- A. Town Hall Meeting – the second one is scheduled for April 21, 2015 at 6:00pm. It will be televised live this time, in response to resident complaints regarding the one day delay in broadcasting the last Town Hall meeting.
- B. Independence Day Parade and Fun Day – July 3, 2015. We need creative ways to promote this event.
- C. April/May events – many activities are coming up in April and May; flyers were available at the meeting.

**CALL TO THE AUDIENCE:**

Amy Figot, Oak Park resident, shared that if we do provide an activity for seniors to learn to use the computers, she would be interested in helping.

**CALL TO THE MEMBERSHIP:**

Commissioner Edgar – nothing

Commissioner Weiss – nothing

Commissioner Gold – He wants to see in our meeting agendas assigned times allotted to each item for discussion to be sure we get everything done that we have planned. This will begin with the May meeting. We are all making progress on this Commission; he is quite pleased.

**DATE OF NEXT MEETING:** He would like to confirm that our next meeting will be on Wednesday, May 20, 2015 at 7:00 pm.

**ADJOURNMENT:**

Motion to adjourn was made at 8:01 by Commissioner Weiss, seconded by Commissioner Edgar.

Motion carried.

Next meeting will be Wednesday, April 15, 2015 at 7:00 in the Oak Park Community Center, 14300 Oak Park Blvd, Oak Park, MI 48237.

**Emergency Services Council Meeting**

April 13, 2015 at 7:00 p.m.  
14000 Oak Park Blvd, Oak Park City Hall

**Present:** Jerry Begel, Nynier Hall Brown, Ken Gaynor, Teresa Roscoe, John Hines, Director Cooper, Rocco Fortura, Council Member Levine, Officer Benson,

**Absent:** Rena Tennenberg

**Excused:** none

**Board Vacancies:** Public Information Officer

**Guest:** Val Moskalik

Meeting Called to order at 7:04 p.m.

Meeting minutes from March 9, 2015 were reviewed and approved.

**Announcement:**

Jerry Begel has been appointed as a citizen member to this council by the Oak Park City Council.

**Old Business:**

1. **Community Event:** It was decided to host an information table at the 2015 Independence Day celebration in Sheppard Park on Friday, July 3 from Noon to 3 p.m. Fireworks safety will be one of the topics presented. Give away items will be investigated. One limitation is the lack of a budget for this council.
2. **Banner for Emergency Services Council:** It was decided to obtain a banner for the Emergency Services Council. This can be used at future events as part of our display. R. Fortura will obtain quotes for this banner.
3. **Budget for this council:** Currently, there is no budget for this council. A proposed budget will be given to Councilmember Levine. It will be taken to the City Council for inclusion in 2016 Budget. Members will identify items for this budget and sent to T. Roscoe. She will then develop a proposed budget and forward to Councilmember Levine by the end of April.
4. **Volunteer Force:** Officer Benson now has three pages of individuals interested in the Volunteer Force in Oak Park. These names came from various Oak Park Block Club meetings. All of these individuals will be invited to a meet and greet with this council at the June 8<sup>th</sup> meeting.

5. Mike Loper from Oakland County Homeland Security will attend the May 11<sup>th</sup> meeting. He will present information on emergency plans in Oakland County and review NIMS (National Incident Management System) information with the council.

#### **Updates/Reports:**

1. Director Cooper:
  - a. Two new PSOs hired. This brings the department to 48 sworn officers. The department is actively recruiting for two more officers. There are currently five or six officers on leave for injuries and five in training.
  - b. There will be an Open House this summer for citizens to tour the new Public Safety Building. The date has not yet been determined.
2. Council Member Levine:
  - a. The city is looking at new revenue sources to support city services. The budget is stable and there may be some unexpected revenue in the next several months.
  - b. A new sign ordinance is now in effect for murals in the city.
  - c. A Beer Tent ordinance is now in effect for Sheppard Park.
3. J. Hines:
  - a. Rue Versailles complex is actively getting permits to repair the damage caused in the fire last month. This is moving along better than expected.
  - b. The city is down one inspector and a new hire is anticipated in the near future.
  - c. One Code Enforcement Officer is on leave for an injury. Others in the department are filling in to meet the demand.
  - d. The numbers of vacant homes are decreasing, possibly due to the improving economy.

#### **New Business:**

1. SmartPrepare: This is a tool used in Eaton County, Michigan that allows the county to better serve residents during heavy storms. Citizens are able to enter information about their families through a secure online registration tool. This is shared with emergency managers. Examples include: residents who require electricity for critical medical conditions, lacking transportation during an evacuation, etc. The tool also allows for residents to identify special equipment that they might have and make available to emergency managers.
2. Councilmember Levine stated that the City is hiring a full-time Communication Director and they will occupy the open position on this council.
3. Emergency Operations Plan for Oak Park: Director Cooper reviewed components of the City Emergency Operations Plan. The city uses an All Hazards Principle. This allows for the same initial response to any situation and provides flexibility to

respond to the emergency. The city has adopted NIMS, which allows for a common language should emergency responders come to assist from other locations in the United States.

a. Four Phases of Emergency Management

- i. **Mitigation** – Activities that take place prior to an emergency that will reduce the occurrence of an emergency or damage as a result of an emergency. Examples: Building codes, purchasing insurance, etc.
- ii. **Preparedness** – Activities that take place prior to an emergency that include developing plans and preparations to respond during an emergency. Examples: Testing & maintaining equipment, storing extra food/water, evacuation plans, etc.
- iii. **Response** – During an emergency, putting the plans into action to save lives and/or reduce property damage caused by the emergency.
- iv. **Recovery** – Takes place after the emergency. Includes actions to return to normal and make safer after the emergency. Example: FEMA financial assistance.

Meeting adjourned at 8:18

The next meeting will be conducted on Monday, May 11, 2015 at 7:00 p.m. in the Oak Park Public City Hall. Address is 14000 Oak Park Blvd.

Respectfully submitted by Ken Gaynor



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 1, 2015                      **AGENDA #**

**SUBJECT:** Payment Application no. 1 for the 2015 Miscellaneous Concrete Repair Project, M-603.

**DEPARTMENT:** DPW/Technical & Planning – Engineering *KJY*

**SUMMARY:** Attached is Payment Application no. 1 for the 2015 Miscellaneous Concrete Repair Project, M-603. The project is now 36% complete.

<b><u>FINANCIAL STATEMENT:</u></b>	Original Contract Amount:	\$ 266,727.60
	Change Order no. 1:	<u>\$ 61,090.00</u>
	Current Contract Amount:	\$ 327,817.60
	 Total Completed to Date:	 \$ 118,834.30
	Less Retainage:	\$ 5,941.72
	Net Earned:	\$ 112,892.58
	Deductions:	\$ 0.00
	Balance:	\$ 112,892.58
	Payments to Date:	<u>\$ 0.00</u>
	Amount Due Mattioli Cement Company, LLC.:	\$ 112,892.58

**RECOMMENDED ACTION:** It is recommended that Payment Application no. 1 for the 2015 Miscellaneous Concrete Repair Project, M-603 to Mattioli Cement Company, LLC be approved for the amount of \$112,892.58. Funding is available in the Water & Sewer Fund and Local Street Fund for this project.

**APPROVALS:**

City Manager: \_\_\_\_\_

Department Director: \_\_\_\_\_

Finance Director: \_\_\_\_\_

**EXHIBITS:** Payment Application no. 1

**PAYMENT APPLICATION**

**PROJECT:** 2015 Miscellaneous Concrete Project  
**OWNER:** CITY OF OAK PARK, MICHIGAN  
**CONTRACTOR:** MATTIOLI CEMENT COMPANY  
 6085 MCGUIRE RD  
 FENTON, MI 48430

**JOB NUMBER:** M-803  
**APPLICATION NO.:** 1  
**PERIOD ENDING:** 5/14/2015

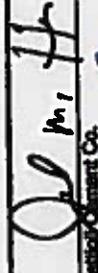
ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT	4,300	SYD \$ 9.00	2,402.48	\$21,622.41	2,402.48	\$21,622.41
2	CONCRETE PAVT W/INT CURB & GUTTER, 8" CONC.	3,900	SYD \$ 44.80	1,746.84	\$77,908.06	1,746.84	\$77,908.06
3	SIDEWALK CONC. NON-REINF 6" SIDEWALK/DRIVE APPROACH	900	SFT \$ 4.80	0.00	\$0.00	0.00	\$0.00
4	SIDEWALK CONC. NON-REINF 4" SIDEWALK	2,200	SFT \$ 4.25	135.00	\$573.75	135.00	\$573.75
5	CONC. PAVT 24" CURB & GUTTER SECTION NON REINF 8" CONC.	30	LFT \$ 36.00	0.00	\$0.00	0.00	\$0.00
6	ADJUSTING DRAINAGE STRUCTURES	2	EA \$ 400.00	0.00	\$0.00	0.00	\$0.00
7	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	26	SFT \$ 24.00	0.00	\$0.00	0.00	\$0.00
8	AGGREGATE BASE UNDER 8" CONC. (8" 21AA CR LIMESTONE)	300	SYD \$ 6.00	174.92	\$1,048.52	174.92	\$1,048.52
9	AGGREGATE BASE UNDER 4" & 6" & 8" CONC. (3" 21AA CR LIMESTONE)	3800	SYD \$ 4.00	2,227.57	\$8,910.28	2,227.57	\$8,910.28
10	DRAINAGE STRUCTURE COVER	780	LBS \$ 1.78	153.00	\$268.28	153.00	\$268.28
11	MINOR TRAFFIC DEVICES	1	LSUM \$ 6,500.00	1.00	\$6,500.00	1.00	\$6,500.00
12	PROJECT CLEAN UP	1	LSUM \$ 700.00	0.00	\$0.00	0.00	\$0.00
13	INSPECTION CREW DAYS	15	DAY \$ 320.00	10.50	\$3,240.00	10.50	\$3,240.00

**CONTRACT AMOUNT** \$268,727.60  
**Period Total Amount:** \$118,834.30  
**Total Amount to Date:** \$118,834.30

**Earnings This Period:** \$118,834.30  
**Total Earnings to Date:** \$118,834.30  
 Less Retainage: \$6,941.72  
 Net Earned: \$112,892.58  
 Deductions: \$0.00  
 Balance: \$112,892.58  
 Payments to Date: \$0.00

**AMOUNT DUE MATTIOLI CEMENT CO. SERVICES: \$112,892.58**

Date: 5/21/2015  
 Date: 5/21/2015

Accepted By:   
 Mattioli Cement Co.  
 Approved By:   
 Robert Eberhart, Director Technical & Planning Services  
 City of Oak Park, Michigan



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 1, 2015 **AGENDA #**

**SUBJECT:** Appointment of representative & alternate to SOCRRA Board.

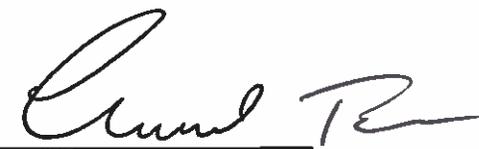
**DEPARTMENT:** Public Works

**SUMMARY:** Article VII of the Articles of Incorporation of the Southeastern Oakland County Resource Recovery Authority provides that each municipality shall annually appoint a representative and an alternate to the Board of Trustees. These representatives shall serve during the next fiscal year following their appointment and /or until their successor is appointed.

**FINANCIAL STATEMENT:** No funds required.

**RECOMMENDED ACTION:** It is recommended that Council appoint Rocco Fortura as the representative and Kevin Yee as the alternate representative to the SOCRRA Board for the fiscal year beginning July 1, 2015.

**APPROVALS:**

City Manager: 

Finance Director: \_\_\_\_\_

Department Director: 

**EXHIBITS:** None

**MERCHANT'S LICENSES – JUNE 1, 2015****(Subject to All Departmental Approvals)**

<b><u>NEW MERCHANT</u></b>	<b><u>ADDRESS</u></b>	<b><u>FEE</u></b>
GIFT ME CHOCOLATE & ENTERTAINMENT	22133 COOLIDGE	150.00
<b><u>RENEWALS –</u></b>		
MOTOWN PRINTING LLC (PREVIOUSLY BLUPRINT SERVICE CTR)	20800 GREENFIELD	150.00

SECRET  
**SW**  
 WARDLE

SECRET, WARDLE, LYNCH  
 HAMPTON, TRUEX & MORLEY  
 2600 TROY CENTER DRIVE P.O. BOX 5025  
 TROY, MICHIGAN 48007-5025  
 (248) 851-9500

IRS # 38-1863919

City of Oak Park  
 Erik Tungate  
 13600 Oak Park Blvd  
 Oak Park, MI 48237

May 8, 2015  
 Invoice # 1265731  
 Client No. M1409  
 Matter No. 100314

RE: Oak Park, City of (Building Fund)

**INTERIM**

Services Rendered: CLAIM #

**CURRENT BILLING SUMMARY THROUGH APRIL 30, 2015**

Fees for Professional Services	\$5,696.00
Expenses Advanced	\$223.60
<b>CURRENT BILL DUE</b>	<b>\$5,919.60</b>

PLEASE REMIT TO: SECRET, WARDLE, LYNCH,  
 HAMPTON, TRUEX & MORLEY, PC  
 P.O. BOX 772725  
 CHICAGO, IL 60677-2007

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 1, 2015**AGENDA #**

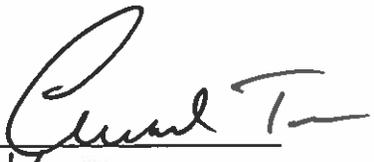
**SUBJECT:** Recommendation of the Planning Commission for a Zoning Ordinance text amendment to amend Article X, O, Office Building Districts, Section 1001. Permitted uses.

**DEPARTMENT:** Community & Economic Development, Planning Division

**SUMMARY:** At the May 11, 2015 meeting, the Planning Commission conducted a Public Hearing regarding proposed changes to the City of Oak Park Zoning Ordinance. The proposed text amendments would expand the permitted uses for single-use office buildings in the O, Office Building Districts.

The Planning Commission voted to recommend to the City Council adoption of the text amendment.

**RECOMMENDED ACTION:** Conduct the second reading and consider adoption of the proposed text amendment to the City of Oak Park Zoning Ordinance, O, Office Building Districts, Section 1001, Permitted uses.

**APPROVALS:**City Manager: Director: 

Finance Director: \_\_\_\_\_

**EXHIBITS:** Memorandums, proposed ordinance for adoption.



# CITY OF OAK PARK

DEPARTMENT OF COMMUNITY &  
ECONOMIC DEVELOPMENT

## MEMORANDUM

---

TO: Planning Commission members                      DATE: May 6, 2015  
FROM: Kevin Rulkowski, AICP, City Planner              FILE: Planning/Office Use  
Expansion 5-6  
SUBJECT: Proposed Office District uses revisions.

At the April Planning Commission meeting a Public Hearing was scheduled for the May meeting to hear public comments on proposed changes to the Office District regulations in the City Zoning Ordinance.

As discussed at the April meeting, the Department of Community & Economic Development is requesting the Planning Commission consider expanding the permitted uses for single-use office buildings. This change would assist smaller buildings (less than 2,000 square feet in size) in Office Districts find appropriate business uses. The uses that are being contemplated would be similar in hours of operation and intensity of use (traffic generation and parking need) as permitted office uses. The City Assessor provided a report that indicates the City has two buildings (23400 Greenfield & 15301 Nine Mile) and three vacant lots that this change would apply in the City.

The proposed change would amend the Office District section to add:

- G. The following single-use retail and personal service establishments when located in stand-alone buildings less than 2,000 square feet in size: jewelry stores; copy service or instant printer; florist shop; tailor, travel agent; dry cleaners drop-off without processing facilities; private mailing service; and personal communication services.

If the proposed Zoning Ordinance text amendment is acceptable to the Planning Commission the Department of Community & Economic Development recommends approving the proposed text amendment to the Office District regulations.

CITY OF OAK PARK, MICHIGAN

ORDINANCE NO.

AN ORDINANCE TO AMEND SECTION 1001, PERMITTED USES, OF ARTICLE X, OFFICE BUILDING DISTRICT, APPENDIX A, ZONING, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN.

THE CITY OF OAK PARK, MICHIGAN ORDAINS:

SECTION 1. Article X, O, Office Building Districts, Appendix "A", Zoning, of the Code of Ordinances of the City of Oak Park, is hereby amended to add the following:

Section 1001. Permitted uses.

G. The following single-use retail and personal service establishments when located in stand-alone buildings less than 2,000 square feet in size: jewelry stores; copy service or instant printer; florist shop; tailor, travel agent; dry cleaners drop-off without processing facilities; private mailing service; and personal communication services.

SECTION 2. Conflicting Provisions Repealed

All ordinances in conflict with the provisions of this ordinance are repealed only to the extent necessary to give this ordinance full force and effect; provided that all other provisions of the Oak Park Code of Ordinances as heretofore amended shall remain in full force and effect.

SECTION 3. Severability

No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park, Michigan shall be affected by this ordinance except as to the above sections, and in the event any portion, section or subsection of this ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this ordinance or of the Code of Ordinances of the City of Oak Park, Michigan.

SECTION 4. Effective Date

This ordinance shall be published as required by the Charter of the City of Oak Park and shall become effective ten (10) days from the date of its passage or upon the expiration of seven (7) days after its publication, whichever is later.

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park on this day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
T. Edwin Norris, City Clerk

I, T. Edwin Norris, the duly authorized Clerk of the City of Oak Park, Michigan, do hereby certify that the foregoing ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on \_\_\_\_\_, 2015.

---

T. Edwin Norris  
City Clerk

First Reading:  
Second Reading:  
Adopted:  
Published:



13B

# CITY OF OAK PARK

OFFICE OF THE CITY CLERK

Agenda Item Request

## BUSINESS OF THE CITY COUNCIL CITY OF OAK PARK, MICHIGAN

**AGENDA OF:** June 1, 2015

**SUBJECT:** First reading amending the Utility Ordinance, Chapter 82, Section 82-313, to reflect changes in the various utility rates and their effective dates.

**DEPARTMENT:** Finance/Water Division

**SUMMARY:** a) Adjust the water rate to reflect increased costs for water purchased from the City of Detroit and adjust the sewer rate to reflect increased costs from the City of Detroit and Oakland County Drain Commissioner. The amendment adjusts Article V, Rates and Charges, of Chapter 82, Utilities, of the Code of Ordinances of the City of Oak Park in Section 82-313 to reflect a change in the water rate from \$35.42/1,000 c.f. to \$38.54/1,000 c.f. and a change in the sewer rate from \$65.93/1,000 c.f. to 67.12/1,000 c.f. The proposed Fiscal Year 2015-2016 Budget was presented to City Council on April 20, 2015. The City Council instructed the City Clerk to publish notice of Public Hearing on the Proposed Fiscal Year 2015-2016 Budget. The notice was published May 7, 2015.

b) Adjust the effective dates of the various utility rates.

**RECOMMENDED ACTION:** It is recommended that City Council approve the first reading of an amendment to the Utility Ordinance, Chapter 82, Section 82-313 to reflect changes in the various utility rates and their effective dates.

**APPROVALS:**

**CITY MANAGER:**

**FINANCE DIRECTOR:**

A handwritten signature in black ink, appearing to be "Curt R.", written over a horizontal line.

A handwritten signature in blue ink, appearing to be "J. Credit", written over a horizontal line.

CITY OF OAK PARK, MICHIGAN

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND CHAPTER 82, UTILITIES, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTION 82-313 THEREOF.

THE CITY OF OAK PARK ORDAINS:

**SECTION 1.** Section 82.313 of Chapter 82, Utilities, of Article V. Rates and Charges, of the Code of Ordinances of the City of Oak Park is hereby amended to read as follows:

**Section 82-313. Determination.**

- (a) *Generally.* The rates and charges to be imposed for the consumption and use of water and sewer services furnished by the city shall be determined by ordinance by the city council from time to time and kept on file in the office of the city clerk.
- (b) *Enumeration.* The rates and charges for consumption and use of water and sewer services are as follows:

(1) **Water rates.** Effective on all bills rendered on or after July 1, 2015 ~~2014~~, the rates to be charged for water service shall be as follows:

(a) ~~Thirty-Five dollars and forty-two cents (\$35.42)~~ **Thirty-Eight dollars and fifty-four cents (\$38.54)** per thousand cubic feet.

(b) Quarterly meter service and maintenance charges, in addition to subsection (b)(1) of this section as follows:

5/8-inch meter .....	\$4.75
3/4-inch meter .....	5.03
1-inch meter .....	5.42
1 1/2-inch meter .....	8.05
2-inch meter .....	9.14
3-inch meter .....	63.80
4-inch meter .....	69.57
6-inch meter .....	79.40

Minimum quarterly charge (includes water and meter service charge for a 5/8-inch meter service) .....~~\$22.46~~ **\$24.02**

(c) The minimum quarterly (three-month) water charge to each premises connected with the water supply system shall be the sum of ~~\$22.46~~ **\$24.02**, provided that if there were two or more premises using the city water supply and such premises use one meter, the minimum consumption charge herein specified shall apply to each such premises and to the owner or tenant of each such premises, as applicable.

(2) **Sewage disposal rates.** The rates to be charged for sewage disposal services shall be as set forth below, and all bills for service rendered on or after the dates set forth shall be computed at such rates:

(a) **Basic sewage disposal rate; minimum quarterly charge.** Commencing July 1, ~~2015~~ ~~2014~~, the basic sewage disposal rate shall be ~~\$67.12~~ ~~\$65.93~~ per 1,000 cubic feet of water consumed. The minimum quarterly sewage disposal charge to each sewage disposal services customer shall be ~~\$33.56~~ ~~\$32.97~~, provided that if there are two or more premises using the city water supply and such premises use one meter, the minimum consumption charge herein specified shall apply to each such premises and to the owner or tenant of each such premises, as applicable.

(b) **High strength surcharge.** Effective with all bills rendered on or after August 1, ~~2015~~ ~~2014~~, for flows beginning on or after July 1, ~~2015~~ ~~2014~~, a high strength surcharge shall be levied against commercial and industrial customers, other than restaurants, contributing sewage to the sewage disposal system with concentrations of pollutants exceeding the following levels:

- (1) 275 milligrams per liter (mg/l) of biochemical oxygen demand (BOD);
- (2) 350 milligrams per liter (mg/l) of total suspended solids (TSS);
- (3) 12 milligrams per liter (mg/l) of phosphorus (P);
- (4) 100 milligrams per liter (mg/l) of fats, oils, and grease (fog).

The high strength surcharge will be imposed at the following rates:

<u>Pollutant</u>	<u>Charge per pound of excess pollutant</u>
Biochemical oxygen demand (BOD)	\$0.502
Total suspended solids (TSS)	0.509
Phosphorus (P)	7.508
Fats, oils and grease	0.483

(c) **Industrial waste control charge.** Effective with all bills rendered on or after August 1, ~~2015~~ ~~2014~~, for flows beginning on or after July 1, ~~2015~~ ~~2014~~, an industrial waste control charge shall be levied against non-residential customers in an amount determined by the size of the water meter or meters serving such customers as set forth below:

Water Meter Size (inches)	Monthly Charge
5/8-inch meter .....	\$ 9.04
3/4-inch meter .....	13.56
1-inch meter .....	22.60
1 1/2-inch meter .....	49.72
2-inch meter .....	72.32
3-inch meter .....	131.08
4-inch meter .....	180.80
6-inch meter .....	271.20

No such surcharge shall be levied on the basis of any meter which serves exclusively residential users, including all structures designed for habitation including, but not limited to, single family or two-family dwellings, apartment buildings, condominiums, townhouses, and mobile homes, nor shall such surcharge be levied on the basis of any meter used exclusively for fire protection purposes.

- (3) **Collection policy.** Charges for water, sewer and garbage and rubbish service furnished by the city to any premises shall be a lien thereon, and on March 1 and on September 1 of each year, the person or agency charged with the management of the systems shall certify any such charges which have been delinquent six months or more, to the city assessor who shall enter the same upon the next available tax roll against the premises to which such services shall have been rendered, together with a penalty of an additional ten percent. The charges shall be collected and the lien shall be enforced in the same manner as provided in the respect to taxes assessed upon such roll; provided, that no such charge shall become a lien when a tenant is responsible for the payment of any such charge against any premises and the city has been so notified by the filing of an affidavit that the lease contains a provision that the landlord shall not be liable for payment of water or sewage system bills accruing subsequent to the filing of the affidavit. The affidavit shall be filed with the official in charge of the water works system and 20 days' notice shall be given by the landlord of any cancellation, change in, or termination of the lease. The affidavit shall contain a notation of the expiration date of the lease. In the event of the filing of such affidavit, no further service shall be rendered by the systems to such premises until payment to the city of a cash deposit in accordance with section 82-316.
- (4) **Services outside the city.** Water service provided outside the corporate limits of the city shall be provided by contract only with approval of the city council, and in no event shall the rates and charges for such service be less than the rates charged to customers residing within the corporate limits of the city.

### **SECTION 3. SEVERABILITY.**

No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park shall be affected by this Ordinance, except as to the above sections, and in the event that any portion, section or subsection of this Ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this Ordinance or the Code of Ordinances, City of Oak Park.

### **SECTION 4. EFFECTIVE DATE.**

This Ordinance shall become effective ten (10) days from the date of its passage and shall be published as required by the Charter of the City of Oak Park.

**MADE, PASSED AND ADOPTED** by the Council of the City of Oak Park on this 15<sup>th</sup> day of June, 2015.

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**T. EDWIN NORRIS**  
City Clerk

---

**MARIAN McCLELLAN**  
Mayor

**I, T. EDWIN NORRIS, duly authorized Clerk of the City of Oak Park, Michigan do hereby certify that the foregoing Ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on June 15, 2015.**



13C

# CITY OF OAK PARK

OFFICE OF THE CITY CLERK

Agenda Item Request

## BUSINESS OF THE CITY COUNCIL CITY OF OAK PARK, MICHIGAN

**AGENDA OF:** June 1, 2015

**SUBJECT:** First reading amending the Solid Waste Ordinance to reflect changes in the monthly charge and their effective date.

**DEPARTMENT:** Finance/Water Division

**SUMMARY:** The amendment adjusts Article III, Fees and Charges, of Chapter 62, Solid Waste, of the Code of Ordinances of the City of Oak Park in Section 62-92 to reflect a change in the solid waste rate from \$9.77 per month to \$10.67 per month.

**RECOMMENDED ACTION:** It is recommended that City Council approve the first reading of an amendment to Solid Waste Ordinance, Chapter 62, Section 62-92 to reflect change in the solid waste rate and the effective date.

**APPROVALS:**

**CITY MANAGER:**

A handwritten signature in black ink, appearing to be "Paul R.", written over a horizontal line.

**FINANCE DIRECTOR:**

A handwritten signature in black ink, appearing to be "J. Credit", written over a horizontal line.

**CITY OF OAK PARK, MICHIGAN  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND CHAPTER 62, SOLID WASTE, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTION 62-92 THEREOF.**

**THE CITY OF OAK PARK ORDAINS:**

**SECTION 1.** Section 62-92, Monthly charge, of Chapter 62, Solid Waste, of Article III, Rates and Charges, of the Code of Ordinances of the City of Oak Park is hereby amended to read as follows:

**ARTICLE III. FEES AND CHARGES**

**Sec. 62-92. Monthly Charge.**

Effective as of July 1, 2015 the monthly charge for each property, including each single-family residence; each unit in a multifamily residence, apartment building or complex, condominium, townhouse or cooperative; and each commercial, industrial or business establishment receiving garbage and rubbish collection services from the city under section 62-91 shall be charged \$10.67 ~~9.77~~ per month, or \$32.00 ~~29.34~~ per quarter.

**SECTION 2. SEVERABILITY.**

No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park shall be affected by this Ordinance, except as to the above sections, and in the event that any portion, section or subsection of this Ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this Ordinance or the Code of Ordinances, City of Oak Park.

**SECTION 3. EFFECTIVE DATE.**

This Ordinance shall become effective ten (10) days from the date of its passage and shall be published as required by the Charter of the City of Oak Park.

**MADE, PASSED AND ADOPTED** by the Council of the City of Oak Park on this 15th day of June, 2015.

\_\_\_\_\_  
**T. Edwin Norris**  
City Clerk

\_\_\_\_\_  
**Marian McClellan**  
Mayor

I, **T. Edwin Norris**, duly authorized Clerk of the City of Oak Park, Michigan do hereby certify that the foregoing Ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on June 15, 2015.

\_\_\_\_\_  
**T. Edwin Norris, City Clerk**

**CITY ATTORNEY AGENDA ITEMS**  
**June 1, 2015 – City Council Regular Meeting**

1. **REQUEST FOR AUTHORIZATION FOR THE CITY ATTORNEY TO FILE AN APPEARANCE ON BEHALF OF THE CITY IN THE TAX TRIBUNAL MATTER FOR *PARKWOODS PLAZA CENTER, LLC v. CITY OF OAK PARK*, MTT DOCKET NO. 15-001047.**

On or about May 5, 2015, Petitioner Parkwoods Plaza Center, LLC filed a Petition with the Michigan Tax Tribunal appealing the 2015 valuations for the referenced property. The property is a 13.15 acre neighborhood shopping center, located on the southeast corner of Coolidge and the I-696 service drive, totaling 149,336 square feet of retail space, identified as parcel 52-25-29-101-063. The Petitioner is requesting a reduction of \$772,890 in the assessed and taxable value of the Petitioner's property from \$2,672,890 to \$1,900,000, which amounts to a reduction of approximately \$29,065 in City tax. At this time, I am seeking authorization for the City Attorney to file an Appearance on behalf of the City.

1168641



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 1, 2015

**AGENDA #**

**SUBJECT:** Request to extend contract for services related to Marketing, Homebuyer Assistance and the Sale of properties acquired through the City of Oak Park Neighborhood Stabilization Program and to add homes to the contract.

**DEPARTMENT:** Technical & Planning – RMB

**SUMMARY:** The second term of the contract for services related to Marketing, Homebuyer Assistance and the Sale of properties acquired through the City of Oak Park Neighborhood Stabilization Program with Home Renewal Systems LLC, 23370 Commerce Drive, Farmington Hills, Michigan expired September 30, 2012. The contract provides for the agreement to be extended upon mutual agreement of the parties for any agreed upon period through final disposition of all NSP properties and/or expiration of the NSP Program. It is recommended that the original contract be extended through June 2, 2016. Attached is a resolution from the City Attorney that would authorize the contract extension.

**FINANCIAL STATEMENT:** Funding is available in the Neighborhood Stabilization Program accounts.

**RECOMMENDED ACTION:** It is recommended that City Council adopt the resolution extending the contract for services related to Marketing, Homebuyer Assistance and the Sale of properties acquired through the City of Oak Park Neighborhood Stabilization Program with Home Renewal Systems LLC, 23370 Commerce Drive, Farmington Hills, Michigan through June 2, 2016.

**APPROVALS:**  
City Manager: \_\_\_\_\_

Department Director: \_\_\_\_\_

Finance Director: \_\_\_\_\_

**EXHIBITS:** Resolution

**CITY OF OAK PARK  
OAKLAND COUNTY, MICHIGAN**

**SEVENTH AMENDMENT TO AGREEMENT FOR MARKETING,  
HOME BUYER ASSISTANCE AND REAL ESTATE SALES SERVICES**

At a Regular Meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held at Oak Park City Hall located at 14000 Oak Park Boulevard on Monday, June 2, 2015 at 7:00 p.m.

Present:

Absent:

The following preamble and resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**WHEREAS**, on October 1, 2009, the City of Oak Park and Home Renewal Services, LLC entered into an Agreement for Marketing, Home Buyer Assistance and Real Estate Sales Services (the "Agreement") in connection with the City's Neighborhood Stabilization Program ("NSP"); and

**WHEREAS**, the term of the Agreement has been extended through September 30, 2012 and an Addendum identifying properties subject to the Agreement has been added; and

**WHEREAS**, the parties desire to extend the Agreement through June 2, 2016.

**NOW, THEREFORE**, the parties agree as follows:

1. The Agreement for Marketing, Home Buyer Assistance and Real Estate Sales Services for the City of Oak Park Neighborhood Stabilization Program, dated October 1, 2009 between the City of Oak Park and Home Renewal Services, LLC, is hereby extended through June 2, 2016.

2. Except as amended hereby, the Agreement, as previously amended, shall remain in full force and effect and enforceable according to its terms.

**CITY OF OAK PARK, MICHIGAN**

**HOME RENEWAL SERVICES, LLC**

By: \_\_\_\_\_  
Marian McClellan, Mayor

By: \_\_\_\_\_

Its: \_\_\_\_\_

By: \_\_\_\_\_  
Erik Tungate, City Manager

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
T. Edwin Norris, City Clerk



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

**AGENDA OF:** June 1, 2015

**AGENDA #**

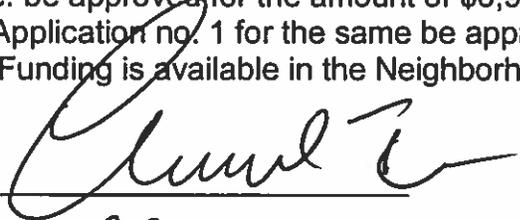
**SUBJECT:** Proposed Change Order no. 1 and Payment Application no. 1 for the renovation of a city-owned NSP home at 13211 Dartmouth Ave.

**DEPARTMENT:** Technical & Planning Services, RMB

**SUMMARY:** Attached are Proposed Change Order no. 1 and Payment Application no. 1 for the renovation of a city-owned NSP home at 13211 Dartmouth Ave. The proposed Change Order is an increase to approved bid alternate number 1 to replace the driveway, reframe the existing rafters that were sagging, replace damaged privacy fence and install new drain for the rear downspout. To date, the project is approximately 100% complete.

<b>FINANCIAL STATEMENT:</b>	Original Contract Amount:	\$ 95,985.00
	Change Order no. 1:	\$ 6,950.00
	New Contract Amount:	\$ 102,935.00
	Total Completed to Date:	\$ 102,935.00
	Less Retainage:	\$ 0,000.00
	Net Earned:	\$ 102,935.00
	Payments to Date:	\$ 00,000.00
	Amount Due D&T Home Improvement, LLC:	\$ 102,935.00

**RECOMMENDED ACTION:** It is recommended that Change Order no. 1 to D&T Home Improvement, LLC for the renovation of a city-owned NSP home at 13211 Dartmouth Ave. be approved for the amount of \$6,950.00. It is further recommended that Payment Application no. 1 for the same be approved for the amount of \$102,935.00. Funding is available in the Neighborhood Stabilization Program funds.

**APPROVALS:**  
City Manager: 

Department Director: 

Finance Director: \_\_\_\_\_

**EXHIBITS:** Proposed Change Order no. 2 and Payment Application no. 3

**INVOICE**

**DATE: 5/22/2015**



21670 Ambassador Drive  
Macomb Township, MI 48044  
Bus. (586) 466-4170 Fax (586) 598-7085

**BILL TO:**  
City of Oak Park  
14000 Oak Park Boulevard  
Oak Park, MI 48237  
248-691-7450

**NAME:** City of Oak Park  
**ADDRESS:** 13211 Dartmouth  
**CITY/STATE:** Oak Park, MI 48237  
**CASE #:** Oak Park NSP  
**PHONE #:** 248-691-7450

**DESCRIPTION:**

**AMOUNT**

All of the items, as stated and set forth in the signed contract, have been completed.  
The work was done according to all local codes and specifications.  
Original Contract amount

95,985.00

FEDERAL ID # 75-3067057

THANK YOU,

CHANGE ORDERS

<b>SUB TOTAL</b>	95,985.00
(see attached)	6,950.00
<b>TOTAL</b>	102,935.00

<b>PAID:</b>	0.00
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<b>TOTAL-Balance remaining</b>	102,935.00
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## CONTRACT CHANGE ORDER REQUEST

DATE:	5/15/2015	Original Contract Amount:	\$95,985.00
CHANGE ORDER #:	1	Change Order #1:	\$6,950.00
CASE #:	City of Oak Park NSP	Change Order #2:	
HOMEOWNER'S NAME:	City of Oak Park	New Contract Amount:	\$102,935.00
COMMUNITY:	Oak Park		
COMPANY:	D & T Home Improvement, LLC		

REASON FOR CHANGE ORDER & DESCRIPTION	CONTRACTOR'S COST REQUEST	TECHNICIAN'S COST ESTIMATE
1. Existing soffit was sagging on front side of home - After opening up soffit - city inspector recommended jacking up soffit and re-frame existing rafters into trusses with plywood gussets	\$600.00	
2. Add Alternate #1 from original proposal - Partial concrete drive & walk replacement	\$3,300.00	
3. Remove existing damaged privacy fence & install new Board on Board treated lumber privacy fence in place - Roughly 105 lineal ft. - To include new chain link gate at driveway	\$2,800.00	
4. Install new underground drain/pop-up for rear downspout to avoid ice hazard at rear porch walk - To include cutting and removing branches off trees on East & West side of home	\$250.00	
<b>TOTAL:</b>	<b>\$6,950.00</b>	
The above change(s) are hereby incorporated into and shall be made part of the original contract and is / are subject to the Home Improvement Minimum Specifications.		

OCCHIP TECHNICIAN APPROVAL

CONTRACTOR'S SIGNATURE

HOMEOWNER'S SIGNATURE

HOMEOWNER'S SIGNATURE