



**CITY OF OAK PARK, MICHIGAN  
SPECIAL COUNCIL MEETING OF THE  
35<sup>TH</sup> OAK PARK CITY COUNCIL**

**March 7, 2016  
6:00 PM**

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**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. SPECIAL BUSINESS**

**A. Interviews of Candidates for Appointment to City Boards and Commissions**

6:00 p.m.

**Ayanna Smith**

BRA/EDC	1 <sup>st</sup> choice	<i>1 vacancy</i>
Board of Review	2 <sup>nd</sup> choice	<i>no vacancies</i>
Election Commission	3 <sup>rd</sup> choice	<i>no vacancies</i>

6:05 p.m.

**Brenda Moseley**

Beautification Advisory Comm.	1 <sup>st</sup> choice	<i>1 vacancy</i>
Ethnic Advisory Comm.	2 <sup>nd</sup> choice	<i>4 vacancies</i>
Arts and Cultural Comm.	3 <sup>rd</sup> choice	<i>2 vacancies</i>

6:10 p.m.

**Pamela Shriman**

Communications Commission	<i>choices were</i>	<i>2 vacancies</i>
Corridor Improvement Authority	<i>not prioritized</i>	<i>no vacancies</i>
Planning Commission		<i>no vacancies</i>
Zoning Board of Appeals		<i>1 vacancy</i>

6:20 p.m.

**Laurence Reuben**

Communications Commission	1 <sup>st</sup> choice	<i>2 vacancies</i>
Arts and Cultural Comm.	3 <sup>rd</sup> choice	<i>2 vacancies</i>

6:35 p.m.

**Robert Buxbaum**

BRA/EDC	1 <sup>st</sup> choice	<i>1 vacancy</i>
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6:40 p.m.

**Matthew McCall**

Library Board	1 <sup>st</sup> choice	<i>1 vacancy</i>
Communications Commission	2 <sup>nd</sup> choice	<i>2 vacancies</i>
Employees' Retirement System	3 <sup>rd</sup> choice	<i>no vacancies</i>
Board of Trustees		

B. Appointments to City Boards and Commissions

**4. CALL TO THE AUDIENCE**

Each speaker's remarks are a matter of public record; and the speaker, alone, is responsible for his or her comments; the City of Oak Park does not, by permitting such remarks, support, endorse or accept the content, thereof, as being true or accurate. There is a three minute time limit per speaker.

**5. ADJOURNMENT**



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

**AGENDA OF:** Special Meeting, March 7, 2016

**AGENDA # 3A**

**SUBJECT:** Interviews for Appointments to City Boards and Commissions

**DEPARTMENT:** City Clerk

**SUMMARY:** Interviews were held on February 15, 2016 with 3 of the current pool of 15 applicants. Tonight 6 more interviews are scheduled.

The current pool of applicants includes:

- Andrew Cissell – doesn't meet 2-year residency requirement until April 7.
- Ramona Prater – doesn't meet 2-year residency requirement until Fall, 2017.
- Anita Warner – submitted an application on 2/25, so an interview has not yet been scheduled.
- Richard Readus – current member of Building Board of Appeals (which rarely meets) submitted an application for the Recycling Commission on 2/29, so an interview has not yet been scheduled.
- Wayne Lusky – former member of Independence Day Commission submitted an application for the Commission on 2/16. An interview has not yet been scheduled.

This packet has been compiled to assist you in the interview process and contains:

- Chart of existing vacancies, including the number of vacancies on each board, the appointing authority for each board, and the applicants' names and their expressed preference.
- Copy of each candidate's application.
- A description of each board/commission on which a vacancy exists, including the number of members, the length of appointments, the meeting schedule, the qualifications for appointment and the function of the board.
- Table showing applicants for each existing vacancy.

**RECOMMENDED ACTION:** If time allows Council may wish to deliberate toward a decision on appointments. If time does not allow for decisions at this meeting, Council should schedule the action for a future meeting.

**APPROVALS:**

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

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

REQUESTS FOR APPOINTMENT

			Arts & Cultural	Beautification	Board of Review	Board of Trustees - Employee Ret. Sys.	Board of Trustees - Public Safety Ret. Sys.	Brownfield Redvlpmt./ Economic Dev. Corp.	Building Bd of Appeals	Communications Comm.	Compensation Comm.	Corridor Improvement Authority	Election Commission	Emergency Services	Ethnic Advisory	Independence Day	Library Board	Municipal Bldg. Auth.	Planning	Recreation Advisory	Recycling & Environmental	Zoning Board of Appeals
	<b>Current Vacancies</b>		3	3	0	0	0	1	3	2	3	0	0	1	4	4	1	1	0	2	5	1
	<b>Appointing Authority</b>		C	C	C	C	C	M	C	C	M	M	C	C	M	C	C	C	M	C	C	C
<b>CANDIDATES</b>	Val Moskalik													1								
	Aaron Schwartz							1											2			3
	Donald Cohen																					1
	Gloria Jefferson													1								
	Brenda Moseley		3	1											2							
	Ayanna Smith				2			1					3									
	Matthew A. McCall					3				2							1					
	Robert Buxbaum							1														
	Pamela Shriman									1		2							3			4
	Lawrence Reuben		2							1												
	*Andrew Cissell			2															3		1	
	**Ramona Prater																			1		
	NEW APPLICANT Anita Warner		2												1					3		
NEW APPLICANT Richard Readus																					1	
Interviews have not yet been scheduled with New Applicants.																						
*Doesn't meet 2-year residency requirement until April 7, 2016.												Appointing Authority: C = Council; M = Mayor										
** Not yet registered to vote in Oak Park												Preferences are expressed numerically. 1 = first choice.										

**Board and Commisison Vacancies  
September 21, 2015**

Board/Commission	Appointing Authority	# of Vacancies	<b>APPOINT</b>	Term Exp. Date	Candidates	Preference	Application Date	Interview Date
Arts & Cultural Commission	Council	1.		02/2018	Brenda Moseley	3	10/1/2015	3/7/2016
		2.		02/2019	Lawrence Reuben	2	1/25/2016	3/7/2016
		3.		02/2019	Anita Warner	2	2/25/2016	
Beautification Advisory	Council	1.		02/2019	<b>Brenda Moseley</b>	1	10/1/2015	3/7/2016
		2.		02/2019	Andrew Cissell	2	12/21/2015	
		3.		02/2019				
Brownfield Redevelopment Auth./Economic Dev. Corp.	Mayor	1.		02/2022	<b>Aaron Schwartz</b>	1	8/20/2015	2/15/2016
					<b>Ayanna Smith</b>	1	11/17/2015	3/7/2016
					<b>Robert Buxbaum</b>	1	12/28/2015	3/7/2016
Building Board of Appeals	Council	1.		02/2018	Dwight E. Thomas Sr.	2	8/27/2015	9/8/2015
		2.		02/2018				
		3.		02/2018				
Communication Commission	Council	1.		02/2018	Matthew McCall	2	12/21/2015	3/7/2016
		2.		02/2018	<b>Pamela Shriman</b>	1	1/20/2016	3/7/2016
					<b>Laurence Reuben</b>	1	1/25/2016	3/7/2016
Compensation Commission	Mayor	1.						
		2.						
		3.						

**Board and Commisison Vacancies  
September 21, 2015**

Board/Commission	Appointing Authority	# of Vacancies	<b>APPOINT</b>	Term Exp. Date	Candidates	Preference	Application Date	Interview Date
Emergency Services Council	Council	1.		08/2017	<b>Val Moskalik</b>	1	Spring 2015	2/15/2016
					<b>Gloria Jefferson</b>	1	9/8/2015	2/15/2016
Ethnic Advisory Commission (Chair appointed by Mayor)	Council	1.		08/2017	Brenda Moseley	2	10/1/2015	3/7/2016
		2.		08/2017	<b>Anita Warner</b>	1	2/25/2016	
		3.		08/2017				
		4.		08/2017				
Independence Day Comm.	Council	1.		08/2017				
		2.		08/2018				
		3.		08/2018				
		4.		08/2018				
Library Board	Council	1.		08/2018	<b>Matthew McCall</b>	1	12/21/2015	3/7/2016
Municipal Building Authority	Council	1.						
Recreation Advisory Board	Council	1.		08/2018	Anita Warner	3	2/25/2016	
		2.		08/2018				

**Board and Commisison Vacancies  
September 21, 2015**

Board/Commission	Appointing Authority	# of Vacancies	<b>APPOINT</b>	Term Exp. Date	Candidates	Preference	Application Date	Interview Date
Recycling & Environmental Conservation Commission	Council	1.		08/2016	<b>Andrew Cissell</b>	<b>1</b>	12/21/2015	
		2.		08/2016	<b>Richard Readus</b>	<b>1</b>	2/29/2016	
		3.		08/2017				
		4.		08/2018				
		5.		08/2018				
Zoning Board of Appeals	Council	1.		08/2016	<b>Donald Cohen</b>	<b>1</b>	8/31/2015	
					Aaron Schwartz	3	8/20/2015	2/15/2016
					Pamela Shriman	4	1/20/2016	3/7/2016



# CITY OF OAK PARK BOARDS & COMMISSIONS APPLICATION

Please complete, sign and date application form and return to:  
City Clerk's Office  
Attn: Boards & Commissions  
14000 Oak Park Boulevard  
Oak Park, MI 48237-2082  
Fax: (248) 691-7167 Office: (248) 691-7544  
Email: [cbrown@ci.oak-park.mi.us](mailto:cbrown@ci.oak-park.mi.us)

Review the list of Boards and Commissions below and determine your top 3 choices (confirm your preferences by placing a "1", "2" or "3" after the title of the Board or Commission in the space provided). Every effort will be made to accommodate your first three preferences. However, vacancies vary, and demand for some boards may be higher than others so some degree of flexibility is necessary.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Arts & Cultural Commission _____              | <input checked="" type="checkbox"/> Economic Dev. Corp /Brownfield Red. Auth. <u>1</u> | <input type="checkbox"/> Local Officers Compensation Comm. _____    |
| <input type="checkbox"/> Beautification Advisory Commission _____      | <input checked="" type="checkbox"/> Election Commission <u>3</u>                       | <input type="checkbox"/> Municipal Building Authority _____         |
| <input checked="" type="checkbox"/> Board of Review <u>2</u>           | <input type="checkbox"/> Emergency Services Council _____                              | <input type="checkbox"/> Planning Commission _____                  |
| <input type="checkbox"/> Board of Trustees (Emp. Retirement Sys) _____ | <input type="checkbox"/> Ethnic Advisory Commission _____                              | <input type="checkbox"/> Recreation Advisory Board _____            |
| <input type="checkbox"/> Building Board of Appeals _____               | <input type="checkbox"/> Independence Day Commission _____                             | <input type="checkbox"/> Recycling & Environmental Commission _____ |
| <input type="checkbox"/> Communications Commission _____               | <input type="checkbox"/> Library Board _____   | <input type="checkbox"/> Zoning Board of Appeals _____              |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: AYANNA SMITH

Current Address: 23570 MORTON STREET OAK PARK 48237

Email Address: AYANNA@ROCKCASTLECOMPANIES.COM

Home Phone: N/A Cell Phone: 248.497.7241 Work Phone: N/A

Date Residency Established: 8/2010 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission: NO

Employer Name: ROCKCASTLE MANAGEMENT LLC Occupation: PRESIDENT/ACCOUNTING PROFESSIONAL

Professional Qualifications and/or Work Experience: BUSINESS MANAGER, VP of Finance, CFO positions with MOSAIC YOUTH THEATRE OF DETROIT, DETROIT JAZZ FESTIVAL

Educational Background: BS FINANCE - WAYNE STATE UNIVERSITY

Community Activities and/or Other Experience: BOARD DIRECTOR - WSMU, SBA, ALUMNI ASSOC BOARD TREASURER - LASHELLE'S SCHOOL OF DANCE FOUNDATION, OAK PARK

### ACKNOWLEDGMENT:

Because serving on a Board or Commission requires a substantial commitment of time, effort and scheduling on the part of the members, we ask that you carefully consider your schedule before pursuing appointment to a Board or Commission and that by signing below you are confirming your willingness to make a concerted effort to attend every meeting and to fulfill your duties and responsibilities as a member. All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act.

Signature: *Ayanna Smith* Date: 11/17/2015

(City Clerk's Office Use Only Below this Line)

Date Received: <u>11/17/2015</u>	Interview Date: _____	Council Meeting Date: _____
Signed Acknowledgement: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Board or Commission: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Term Ending: _____	Letter Sent: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date _____	Motion Number: _____
Staff Liaison: _____	Liaison Notified: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date: _____	



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Attn: Boards & Commissions  
14000 Oak Park Boulevard  
Oak Park, MI 48237-2082  
Fax: (248) 691-7167 Office: (248) 691-7544  
Email: [cbrown@ci.oak-park.mi.us](mailto:cbrown@ci.oak-park.mi.us)

Review the list of Boards and Commissions below and determine your top 3 choices (confirm your preferences by placing a "1", "2" or "3" after the title of the Board or Commission in the space provided). Every effort will be made to accommodate your first three preferences. However, vacancies vary, and demand for some boards may be higher than others so some degree of flexibility is necessary.

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Arts & Cultural Commission <u>3</u>         | <input type="checkbox"/> Economic Dev. Corp /Brownfield Red. Auth. _____ | <input type="checkbox"/> Local Officers Compensation Comm. _____    |
| <input checked="" type="checkbox"/> Beautification Advisory Commission <u>1</u> | <input type="checkbox"/> Election Commission _____                       | <input type="checkbox"/> Municipal Building Authority _____         |
| <input type="checkbox"/> Board of Review _____                                  | <input type="checkbox"/> Emergency Services Council _____                | <input type="checkbox"/> Planning Commission _____                  |
| <input type="checkbox"/> Board of Trustees (Emp. Retirement Sys) _____          | <input checked="" type="checkbox"/> Ethnic Advisory Commission <u>2</u>  | <input type="checkbox"/> Recreation Advisory Board _____            |
| <input type="checkbox"/> Building Board of Appeals _____                        | <input type="checkbox"/> Independence Day Commission _____               | <input type="checkbox"/> Recycling & Environmental Commission _____ |
| <input type="checkbox"/> Communications Commission _____                        | <input type="checkbox"/> Library Board _____                             | <input type="checkbox"/> Zoning Board of Appeals _____              |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: BRENDA D. MOSELEY

Current Address: 24201 KENOSHA OAK PARK 48237-1513  
Street City Zip

Email Address: N/A

Home Phone: N/A Cell Phone: 248-818-2479 Work Phone: N/A (RETIREE)

Date Residency Established: 08/16/2013 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission: N/A

Employer Name: RETIRED, FED'L EMPLOYEE Occupation: N/A

Professional Qualifications and/or Work Experience: DEPT. OF HUD, VETERANS ADMIN., I.R.S -INTERNAL REVENUE SERVICE, GSA-GENERAL SERVICES ADMINISTRATION, DC-DETROIT COMPUTING CENTER

Educational Background: GRADUATED: NORTHERN HIGH SCHOOL, 1959, ATTENDED: ROSS LEARNING BUSINESS INSTITUTE 1974, DBI-DETROIT BUSINESS INSTITUTE, 1977

Community Activities and/or Other Experience: WOLUNTEER WORK; ASSISTED WITH BOOKSTORE SALES AND BLOOD DRIVE IN THE FEDERAL BLDG. DELIVERED FOOD BOXES TO SENIOR CITIZENS.

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Signature: Brenda D. Moseley Date: 10/01/2015

(City Clerk's Office Use Only Below this Line)

Date Received: <u>10-1-15</u>	Interview Date: _____	Council Meeting Date: _____
Signed Acknowledgement: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Board or Commission: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Term Ending: _____	Letter Sent: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date _____	Motion Number: _____
Staff Liaison: _____	Liaison Notified: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date: _____	

Oct 6, 2015

RE: OTHER EXPERIENCE:

My community activities were along with volunteer work -

1. Sold watermelons at the state fair.
2. Hostess at a tea party for Mayor Coleman A. Young.
3. Cleaned school grounds at elementary and middle schools.
4. Also cleaned one gas station and one small park area.
5. My 11 year old (at the time) granddaughter and I worked volunteer hours at Gleasons packing and stocking shelves.
6. Angel's night volunteer, patrolled certain streets and served dinners.
7. Delivered food boxes to the senior citizens.
8. Donated clothes to the nursing homes, also books and magazines.
9. Sold books etc. for CFC in the Federal Building in Detroit. (Combined Federal Campaign) over

- ✓ 10. assisted with the blood drive on my job.
11. Assisted with selling cookies, cakes etc on my job.
12. Sold mini Christmas trees, Cards, Easter baskets, Easter Bunnies and towels, lotions and balloons also, candles, Christmas wreaths that my sister made.

248-818-12479  
Brenda Moseley  
24201 Kenosha  
Oak Park, MI 48237



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- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Arts & Cultural Commission _____                | <input type="checkbox"/> Economic Dev. Corp /Brownfield Red. Auth. _____ | <input type="checkbox"/> Local Officers Compensation Comm. _____    |
| <input type="checkbox"/> Beautification Advisory Commission _____        | <input type="checkbox"/> Election Commission _____                       | <input type="checkbox"/> Municipal Building Authority _____         |
| <input type="checkbox"/> Board of Review _____                           | <input type="checkbox"/> Emergency Services Council _____                | <input checked="" type="checkbox"/> Planning Commission _____       |
| <input type="checkbox"/> Board of Trustees (Emp. Retirement Sys) _____   | <input type="checkbox"/> Ethnic Advisory Commission _____                | <input type="checkbox"/> Recreation Advisory Board _____            |
| <input type="checkbox"/> Building Board of Appeals _____                 | <input type="checkbox"/> Independence Day Commission _____               | <input type="checkbox"/> Recycling & Environmental Commission _____ |
| <input checked="" type="checkbox"/> Communications Commission _____      | <input type="checkbox"/> Library Board _____                             | <input checked="" type="checkbox"/> Zoning Board of Appeals _____   |
| <input checked="" type="checkbox"/> Corridor Improvement Authority _____ |  |   |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: Pamela Shriman

Current Address: 14011 <sup>Street</sup> Boyman <sup>City</sup> - O.P. <sup>Zip</sup> 48237

Email Address: pamelashriman@spacea@gmail.com

Home Phone: \_\_\_\_\_ Cell Phone: 248 505 5844 Work Phone: leave message please

Date Residency Established: 1990 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission: Energy, Beautification <sup>in O.P.</sup>

Employer Name: \_\_\_\_\_ Occupation: Retired teacher

Professional Qualifications and/or Work Experience: teacher, Masters  
BA, journalism

Educational Background: see above

Community Activities and/or Other Experience: the 2 commissions  
Greening of Detroit  
Yad Ezra

### ACKNOWLEDGMENT:

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Signature: P Shriman Date: 1/20/16

(City Clerk's Office Use Only Below this Line)

Date Received: <u>1-20-2016</u>	Interview Date: _____	Council Meeting Date: _____
Signed Acknowledgement: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Board or Commission: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Term Ending: _____	Letter Sent: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date _____	Motion Number: _____
Staff Liaison: _____	Liaison Notified: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date: _____	



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- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Arts & Cultural Commission <u>2</u> | <input type="checkbox"/> Economic Dev. Corp /Brownfield Red. Auth. _____ | <input type="checkbox"/> Local Officers Compensation Comm. _____    |
| <input type="checkbox"/> Beautification Advisory Commission _____       | <input type="checkbox"/> Election Commission _____                       | <input type="checkbox"/> Municipal Building Authority _____         |
| <input type="checkbox"/> Board of Review _____                          | <input type="checkbox"/> Emergency Services Council _____                | <input type="checkbox"/> Planning Commission _____                  |
| <input type="checkbox"/> Board of Trustees (Emp. Retirement Sys) _____  | <input type="checkbox"/> Ethnic Advisory Commission _____                | <input type="checkbox"/> Recreation Advisory Board _____            |
| <input type="checkbox"/> Building Board of Appeals _____                | <input type="checkbox"/> Independence Day Commission _____               | <input type="checkbox"/> Recycling & Environmental Commission _____ |
| <input checked="" type="checkbox"/> Communications Commission <u>1</u>  | <input type="checkbox"/> Library Board _____                             | <input type="checkbox"/> Zoning Board of Appeals _____              |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: Laurence S. Reuben

Current Address: 26070 Radcliff Place Oak Park MI 48237  
Street City Zip

Email Address: picturethatismee@gmail.com

Home Phone: \_\_\_\_\_ Cell Phone: 917.544.6787 Work Phone: \_\_\_\_\_

Date Residency Established: 8-9-2015 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission: \_\_\_\_\_

Employer Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Professional Qualifications and/or Work Experience: Professional Photo Journalist

Educational Background: Bachelors of Science, Nursing

Community Activities and/or Other Experience: \_\_\_\_\_

### ACKNOWLEDGMENT:

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Signature:  Date: \_\_\_\_\_

(City Clerk's Office Use Only Below this Line)

Date Received: \_\_\_\_\_

Signed Acknowledgement:  Yes  No

Term Ending: \_\_\_\_\_

Staff Liaison: \_\_\_\_\_

Interview Date: \_\_\_\_\_

Board or Commission: \_\_\_\_\_

Letter Sent:  Yes  No / Date \_\_\_\_\_

Liaison Notified:  Yes  No / Date: \_\_\_\_\_

Council Meeting Date: \_\_\_\_\_

Appointed:  Yes  No

Motion Number: \_\_\_\_\_



# CITY OF OAK PARK BOARDS & COMMISSIONS APPLICATION

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Attn: Boards & Commissions  
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- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Arts & Cultural Commission _____              | <input checked="" type="checkbox"/> Economic Dev. Corp /Brownfield Red. Auth. _____ | <input type="checkbox"/> Local Officers Compensation Comm. _____    |
| <input type="checkbox"/> Beautification Advisory Commission _____      | <input type="checkbox"/> Election Commission _____                                  | <input type="checkbox"/> Municipal Building Authority _____         |
| <input type="checkbox"/> Board of Review _____                         | <input type="checkbox"/> Emergency Services Council _____                           | <input type="checkbox"/> Planning Commission _____                  |
| <input type="checkbox"/> Board of Trustees (Emp. Retirement Sys) _____ | <input type="checkbox"/> Ethnic Advisory Commission _____                           | <input type="checkbox"/> Recreation Advisory Board _____            |
| <input type="checkbox"/> Building Board of Appeals _____               | <input type="checkbox"/> Independence Day Commission _____                          | <input type="checkbox"/> Recycling & Environmental Commission _____ |
| <input type="checkbox"/> Communications Commission _____               | <input type="checkbox"/> Library Board _____  | <input type="checkbox"/> Zoning Board of Appeals _____              |
| <input type="checkbox"/> Corridor Improvement Authority _____          |   |   |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: Robert E. Buxbaum

Current Address: 25451 Gardner Oak Park 48237  
Street City Zip

Email Address: buxbaum@rebresearch.com

Home Phone: 248-547-2076 Cell Phone: 248-210-0524 Work Phone: 248-545-0155

Date Residency Established: December, 1994 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission: Oak Park, Economic Development + Brownfield

Employer Name: REB Research Occupation: Engineer

Professional Qualifications and/or Work Experience: PhD, Chemical Engineering, Professional Engineer,  
40 years experience in Engineering  
Asst. Prof at MSU / Wayne St. Univ.

Educational Background: PhD in Chemical Engineering, Princeton Univ  
BE in Chemical Engineering

Community Activities and/or Other Experience: Precinct Delegate, 3<sup>rd</sup> Precinct, O.P.

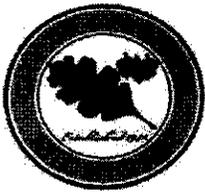
### ACKNOWLEDGMENT:

Because serving on a Board or Commission requires a substantial commitment of time, effort and scheduling on the part of the members, we ask that you carefully consider your schedule before pursuing appointment to a Board or Commission and that by signing below you are confirming your willingness to make a concerted effort to attend every meeting and to fulfill your duties and responsibilities as a member. All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act.

Signature: [Signature] Date: Dec. 28, 2015

(City Clerk's Office Use Only Below this Line)

Date Received: <u>12-28-2015</u>	Interview Date: _____	Council Meeting Date: _____
Signed Acknowledgement: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Board or Commission: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Term Ending: _____	Letter Sent: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date _____	Motion Number: _____
Staff Liaison: _____	Liaison Notified: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date: _____	



# CITY OF OAK PARK BOARDS & COMMISSIONS APPLICATION

Please complete, sign and date application form and return to:

City Clerk's Office  
Attn: Boards & Commissions  
14000 Oak Park Boulevard  
Oak Park, MI 48237-2082  
Fax: (248) 691-7167 Office: (248) 691-7544  
Email: [cbrown@ci.oak-park.mi.us](mailto:cbrown@ci.oak-park.mi.us)

Review the list of Boards and Commissions below and determine your top 3 choices (confirm your preferences by placing a "1", "2" or "3" after the title of the Board or Commission in the space provided). Every effort will be made to accommodate your first three preferences. However, vacancies vary, and demand for some boards may be higher than others so some degree of flexibility is necessary.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Arts & Cultural Commission _____                            | <input type="checkbox"/> Economic Dev. Corp /Brownfield Red. Auth. _____ | <input type="checkbox"/> Local Officers Compensation Comm. _____    |
| <input type="checkbox"/> Beautification Advisory Commission _____                    | <input type="checkbox"/> Election Commission _____                       | <input type="checkbox"/> Municipal Building Authority _____         |
| <input type="checkbox"/> Board of Review _____                                       | <input type="checkbox"/> Emergency Services Council _____                | <input type="checkbox"/> Planning Commission _____                  |
| <input checked="" type="checkbox"/> Board of Trustees (Emp. Retirement Sys) <u>3</u> | <input type="checkbox"/> Ethnic Advisory Commission _____                | <input type="checkbox"/> Recreation Advisory Board _____            |
| <input type="checkbox"/> Building Board of Appeals _____                             | <input type="checkbox"/> Independence Day Commission _____               | <input type="checkbox"/> Recycling & Environmental Commission _____ |
| <input checked="" type="checkbox"/> Communications Commission <u>2</u>               | <input checked="" type="checkbox"/> Library Board <u>1</u>               | <input type="checkbox"/> Zoning Board of Appeals _____              |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: Matthew Albert McCall

Current Address: 13660 Sherwood St Oak Park 48237  
City Zip

Email Address: themattedness@gmail.com

Home Phone: 248 404 5304 Cell Phone: Same Work Phone: 248 542 9205

Date Residency Established: 9/26/2007 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission: \_\_\_\_\_

Employer Name: Royal Oak Township Library Occupation: Director

Professional Qualifications and/or Work Experience: Previous employee Oak Park Public Library (13+ years)  
Director Royal Oak Township Library (current)

Educational Background: Associates of the Arts, Wayne County College District

Community Activities and/or Other Experience: President, Friends of the Oak Park Library  
MLA Directors & Trustees Training, Lansing Michigan. 2015  
TLN Directors & Trustees Training, Nowl Michigan. 2012-2015

### ACKNOWLEDGMENT:

Because serving on a Board or Commission requires a substantial commitment of time, effort and scheduling on the part of the members, we ask that you carefully consider your schedule before pursuing appointment to a Board or Commission and that by signing below you are confirming your willingness to make a concerted effort to attend every meeting and to fulfill your duties and responsibilities as a member. All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act.

Signature: [Signature] Date: 11/30/2015

(City Clerk's Office Use Only Below this Line)

Date Received: <u>12-21-2015</u>	Interview Date: _____	Council Meeting Date: _____
Signed Acknowledgement: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Board or Commission: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Term Ending: _____	Letter Sent: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date _____	Motion Number: _____
Staff Liaison: _____	Liaison Notified: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date: _____	



## REQUEST FOR APPOINTMENT TO CITY BOARD, COMMISSION OR COMMITTEE

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

Date: \_\_\_\_\_  
Email: \_\_\_\_\_  
Date Residency Established: \_\_\_\_\_

Please briefly list any qualifications you feel apply to the particular Board, Commission or Committee to which you are applying:

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Please indicate your board preferences by using "1" for first choice, "2" for second, "3" for third:

- ARTS & CULTURAL COMMISSION**  
Meets 3<sup>rd</sup> Wednesday of each month at 7:00 pm  
Promotes community interest in, and awareness of, the fine and performing arts by procuring funds and sponsoring art exhibits, theatrical and musical performances and other cultural activities
- BEAUTIFICATION ADVISORY COMMISSION**  
Meets 3<sup>rd</sup> Tuesday of each month  
Advisory to City Council and Department of Public Works on matters of aesthetics and Cleanliness in the City and conducts the Annual Clean-up Fix-up Campaign
- BOARD OF REVIEW**  
Meets annually in March  
Hears appeals on property assessments
- BOARD OF TRUSTEES – EMPLOYEES’ RETIREMENT SYSTEM**  
Meets quarterly – 4<sup>th</sup> Monday at 3:30 pm  
Administers Retirement System
- BUILDING BOARD OF APPEALS**  
Meetings are held on request  
Hears appeals on the enforcement of the construction codes of the Building Division of the Department of Technical & Planning
- COMMUNICATIONS COMMISSION**  
Meets quarterly, on 3<sup>rd</sup> Thursday at 7:00 pm  
Monitors the relationship between the franchisee and the City as it impacts cable service to our Residents. Members must subscribe to cable television
- DOWNSPOUT BOARD OF APPEALS**  
Meetings are held on request  
Reviews necessity for exceptions to law requiring disconnection of downspouts
- ELECTION COMMISSION**  
Meetings are held on request  
Assists City Clerk during Elections
- EMERGENCY SERVICES COUNCIL**  
Meets 2<sup>nd</sup> Monday of each month, except July and August, at 7:00 pm  
Advisory to City Council and Public Safety on matters relating to emergency management and natural disasters
- ETHNIC ADVISORY COMMISSION**  
Meets 2<sup>nd</sup> Thursday of each month at 7:30  
Mission is to recognize, maintain, communicate and celebrate the cultural richness of our community

- INDEPENDENCE DAY COMMISSION**  
Meets at 7:00 in the 1<sup>st</sup> Wednesday of each month from February through June and once in September, unless otherwise designated
- LOCAL OFFICERS COMPENSATION COMMISSION**  
Meetings are held in odd years  
Determines the salary of Mayor and City Council
- LIBRARY AUTHORITY**  
Meets 3<sup>rd</sup> Tuesday of each month at 7:30 pm
- PLANNING COMMISSION**  
Meets 2<sup>nd</sup> Monday of each month at 7:30 pm  
Advisory to City Council on zoning/planning requests
- RECREATION ADVISORY BOARD**  
Meets 3<sup>rd</sup> Wednesday of each month at 7:00 pm  
Advisory to City Council and Recreation Department on recreational programming
- RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION**  
Meets 6 times a year on 3<sup>rd</sup> Thursday of the month: February, April, June, August, October and December
- ZONING BOARD OF APPEALS**  
Meets 4<sup>th</sup> Tuesday of each Month at 7:30 pm  
Hears variance appeals and requests from the strict enforcement of the Zoning Ordinance

Please list your favorite hobbies or interests: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Are you able to commit to attending the meetings as indicated for the Board/Committee/Commission which you have applied:   \_\_\_ Yes   \_\_\_ No   \_\_\_ Unsure

- INSTRUCTIONS: Please complete this form in one of the following manners:
- a. Electronically, save the completed form, and then email a copy to: [ssummer@ci.oak-park.mi.us](mailto:ssummer@ci.oak-park.mi.us)
  - b. Print the form and deliver it to the City Clerk’s office in person
  - c. U.S. Mail to: Stephanie Sumner, Deputy City Clerk / Director of Elections  
14000 Oak Park Boulevard, Oak Park, MI 48237

A copy of this form is available in the City Clerk’s Office

You are invited to attend all meetings of any of the Boards, Committees or Commissions in which you may be interested.

**OAK PARK CITY CLERK, 14000 OAK PARK BLVD, OAK PARK, MI 48237- 248-691-7544**

**DEPARTMENTAL USE ONLY:**

Date Received: \_\_\_\_\_ Date Registered to Vote: \_\_\_\_\_  
 Forwarded to City Council: \_\_\_\_\_ Date appointed: \_\_\_\_\_  
 Board/Commission Appointed to: \_\_\_\_\_  
 Notification of appointment: \_\_\_\_\_

Rev: 1/25/2015

**Val Moskalik**

***Candidate for Emergency Services Council***

Like many residents, I had not given much thought to emergency and disaster planning until last year's flood. I naively believed that we were somehow immune to natural disasters and emergencies and that if anything did happen, Public Safety or the Red Cross or FEMA or someone would respond quickly and save us. The flood opened my eyes.

I have spent the past six months developing an emergency plan for my family – which is still a work in progress— but I believe it is vitally important that all of our residents become more aware of what they can do to protect themselves and their loved ones in the case of a future emergency or natural disaster. I would be honored to share what I have learned about emergency management with the community and to support and advise the City Council and Public Safety department in whatever capacity needed.

As for my professional background, I have an MBA in marketing and spent the past seven years working in grassroots and community marketing for a trade school and then a public school system. My primary duties included developing community partnerships, disseminating information to the community, and hosting information and assimilation events. I was also responsible for attracting press coverage whenever possible.

Last month I was appointed to a fifth term on the board of Jefferson East Inc., a \$1M economic development non-profit in Detroit serving the East Jefferson corridor from Alter Road to I-375. This will be my second term as Executive Vice President and I co-chair the marketing committee. I served as the President of JEI's predecessor, the Jefferson East Business Association, from 2012 until mid-2013 when we merged with the East Jefferson Corridor Collaborative to become Jefferson East Inc.

I have been a resident of Oak Park since 1999 and am currently serving on the Economic Development Corporation/ Brownfield Redevelopment Authority though we have only met once since my appointment.



# CITY OF OAK PARK BOARDS & COMMISSIONS APPLICATION

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Fax: (248) 691-7167 Office: (248) 691-7544  
Email: [cbrown@ci.oak-park.mi.us](mailto:cbrown@ci.oak-park.mi.us)

Review the list of Boards and Commissions below and determine your top 3 choices (confirm your preferences by placing a "1", "2" or "3" after the title of the Board or Commission in the space provided). Every effort will be made to accommodate your first three preferences. However, vacancies vary, and demand for some boards may be higher than others so some degree of flexibility is necessary.

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Arts & Cultural Commission _____              | <input checked="" type="checkbox"/> Economic Dev. Corp /Brownfield Red. Auth. _____ | <input type="checkbox"/> Local Officers Compensation Comm. _____    |
| <input type="checkbox"/> Beautification Advisory Commission _____      | <input type="checkbox"/> Election Commission _____                                  | <input type="checkbox"/> Municipal Building Authority _____         |
| <input type="checkbox"/> Board of Review _____                         | <input type="checkbox"/> Emergency Services Council _____                           | <input checked="" type="checkbox"/> Planning Commission _____       |
| <input type="checkbox"/> Board of Trustees (Emp. Retirement Sys) _____ | <input type="checkbox"/> Ethnic Advisory Commission _____                           | <input type="checkbox"/> Recreation Advisory Board _____            |
| <input type="checkbox"/> Building Board of Appeals _____               | <input type="checkbox"/> Independence Day Commission _____                          | <input type="checkbox"/> Recycling & Environmental Commission _____ |
| <input type="checkbox"/> Communications Commission _____               | <input type="checkbox"/> Library Board _____  | <input checked="" type="checkbox"/> Zoning Board of Appeals _____   |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: Aaron Schwartz

Current Address: 14231 Manhattan St. Oak Park, Michigan 48237  
Street City Zip

Email Address: THERISHBI@GMAIL.COM

Home Phone: 248-556-5163 Cell Phone: 313-300-5617 Work Phone: 313-887-6222

Date Residency Established: 6/19/2006 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission: \_\_\_\_\_

Employer Name: Hamilton Anderson Associates Occupation: Project Coordinator

Professional Qualifications and/or Work Experience: Intern Urban Planner. I have also served (via a consulting firm) as city staff in the Building/Planning Department in the city of Riverview.

Educational Background: MA, Urban Planning - Wayne State University, 2014. BA, Political Science - University of Michigan-Dearborn, 2000. AA, Liberal Arts - Oakland Community College, 1995.

Community Activities and/or Other Experience: Communications Chair, Wayne State Student Urban Planners (2007-2010), Notary Public, Oakland County, Michigan (Commission expires 8-31-2019).

Secretary and Board member, Congregation Beth Shalom (2015-Present). Treasurer and Board member, Congregation Beth Shalom (2013-2015). Treasurer and Board member, Congregation Hava Nashira (2009-2012).

Treasurer and Board member, Isaac Agree Downtown Synagogue (2006-2009).

### ACKNOWLEDGMENT:

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Signature:  Date: August 20, 2015

**(City Clerk's Office Use Only Below this Line)**

Date Received: \_\_\_\_\_

Signed Acknowledgement:  Yes  No

Term Ending: \_\_\_\_\_

Staff Liaison: \_\_\_\_\_

Interview Date: \_\_\_\_\_

Board or Commission: \_\_\_\_\_

Letter Sent:  Yes  No / Date \_\_\_\_\_

Liaison Notified:  Yes  No / Date: \_\_\_\_\_

Council Meeting Date: \_\_\_\_\_

Appointed:  Yes  No

Motion Number: \_\_\_\_\_



# CITY OF OAK PARK BOARDS & COMMISSIONS APPLICATION

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Oak Park, MI 48237-2082  
Fax: (248) 691-7167 Office: (248) 691-7544  
Email: \_\_\_\_\_

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- |  |  |   |
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| <input type="checkbox"/> Beautification Advisory Commission _____      | <input type="checkbox"/> Election Commission _____                       | <input type="checkbox"/> Municipal Building Authority _____         |
| <input type="checkbox"/> Board of Review _____                         | <input type="checkbox"/> Emergency Services Council _____                | <input type="checkbox"/> Planning Commission _____                  |
| <input type="checkbox"/> Board of Trustees (Emp. Retirement Sys) _____ | <input type="checkbox"/> Ethnic Advisory Commission _____                | <input type="checkbox"/> Recreation Advisory Board _____            |
| <input type="checkbox"/> Building Board of Appeals _____               | <input type="checkbox"/> Independence Day Commission _____               | <input type="checkbox"/> Recycling & Environmental Commission _____ |
| <input type="checkbox"/> Communications Commission _____               | <input type="checkbox"/> Library Board _____                             | <input type="checkbox"/> Zoning Board of Appeals _____              |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: GLORIA J. JEFFERSON

Current Address: 14140 Cloverdale Street OAK PARK, MICHIGAN 48237  
Street City Zip

Email Address: gjj0809@gmail.com

Home Phone: 1-248-967-4852 Cell Phone: 1-248-862-1748 Work Phone: XX

Date Residency Established: Oct. 1986 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission: \_\_\_\_\_

Employer Name: Retired Occupation: CERTIFIED REGISTERED NURSE ANESTHETIST

Professional Qualifications and/or Work Experience: A health care provider all of my working life. The last 41 years as NURSE ANESTHETIST.

Educational Background : Graduated from: 1) Kellogg Community College , Certificate as LICENSED PRATICAL NURSE  
2) Kellogg Community College , School of Nursing, Applied science in nursing - REGISTERED NURSE  
3) Grace Hospital School Of Anesthesia, Detroit , Michigan; Diploma in Anesthesiology  
4) Siena Heights College 2 years

Community Activities and/or Other Experience: OAK PARK OPTIMIST CLUB PRESIDENT FOR 2 years. Secretary/Treasurer 2 yrs.  
Volunteer @ Forgotten Harvest

### ACKNOWLEDGMENT:

Because serving on a Board or Commission requires a substantial commitment of time, effort and scheduling on the part of the members, we ask that you carefully consider your schedule before pursuing appointment to a Board or Commission and that by signing below you are confirming your willingness to make a concerted effort to attend every meeting and to fulfill your duties and responsibilities as a member. All information

9-8-15

submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act.

Signature: Maria Popper Date: Sept. 8, 2015

*(City Clerk's Office Use Only Below this Line)*

Date Received: 9-8-2015  
Signed Acknowledgement:  Yes   
Term Ending: \_\_\_\_\_  
Staff Liaison: \_\_\_\_\_

Interview Date: \_\_\_\_\_  
Board or Commission: \_\_\_\_\_  
Letter Sent:  Yes  No / Date \_\_\_\_\_  
Liaison Notified:  Yes  No / Date: \_\_\_\_\_

Council Meeting Date: \_\_\_\_\_  
Appointed:  Yes  No  
Motion Number: \_\_\_\_\_



# CITY OF OAK PARK BOARDS & COMMISSIONS APPLICATION

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14000 Oak Park Boulevard

Oak Park, MI 48237-2082

Fax: (248) 691-7167 Office: (248) 691-7544

Email: [cbrown@ci.oak-park.mi.us](mailto:cbrown@ci.oak-park.mi.us)

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- |  |  |   |
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| <input type="checkbox"/> Building Board of Appeals _____               | <input type="checkbox"/> Independence Day Commission _____               | <input type="checkbox"/> Recycling & Environmental Commission _____ |
| <input type="checkbox"/> Communications Commission _____               | <input type="checkbox"/> Library Board _____                             | <input checked="" type="checkbox"/> Zoning Board of Appeals _____   |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: Donald Cohen

Current Address: 10200 Dartmouth St

Email Address: doncte@comcast.net Street City Zip

Home Phone: 248 543 0305 Cell Phone: 248 760 9950 Work Phone: \_\_\_\_\_

✓ Date Residency Established: June, 1964 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission: \_\_\_\_\_

Employer Name: Ford Motor Company Occupation: Manager (Retired)

Professional Qualifications and/or Work Experience: \_\_\_\_\_

Educational Background: BSIM Lawrence Tech; Oak Park High School

Community Activities and/or Other Experience: Previous member Oak Park Zoning Board of Appeals, Planning Commission, Oak Park Board of Education

### ACKNOWLEDGMENT:

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Signature: *Donald Cohen* Date: 8/31/15

(City Clerk's Office Use Only Below this Line)

Date Received: <u>8-31-15</u>	Interview Date: _____	Council Meeting Date: _____
Signed Acknowledgement: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Board or Commission: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Term Ending: _____	Letter Sent: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date _____	Motion Number: _____
Staff Liaison: _____	Liaison Notified: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date _____	



# CITY OF OAK PARK BOARDS & COMMISSIONS APPLICATION

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- |   |  |   |
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| <input checked="" type="checkbox"/> Beautification Advisory Commission <u>2</u> | <input type="checkbox"/> Election Commission _____                       | <input type="checkbox"/> Municipal Building Authority _____                       |
| <input type="checkbox"/> Board of Review _____                                  | <input type="checkbox"/> Emergency Services Council _____                | <input checked="" type="checkbox"/> Planning Commission <u>3</u>                  |
| <input type="checkbox"/> Board of Trustees (Emp. Retirement Sys) _____          | <input type="checkbox"/> Ethnic Advisory Commission _____                | <input type="checkbox"/> Recreation Advisory Board _____                          |
| <input type="checkbox"/> Building Board of Appeals _____                        | <input type="checkbox"/> Independence Day Commission _____               | <input checked="" type="checkbox"/> Recycling & Environmental Commission <u>1</u> |
| <input type="checkbox"/> Communications Commission _____                        | <input type="checkbox"/> Library Board _____                             | <input type="checkbox"/> Zoning Board of Appeals _____                            |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: Andrew Cissell

Current Address: 23260 Rensselaer Oak Park 48237  
Street City Zip

Email Address: acissell74@yahoo.com

Home Phone: \_\_\_\_\_ Cell Phone: 248-850-6857 Work Phone: \_\_\_\_\_

Date Residency Established: 05/13 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission: \_\_\_\_\_

Employer Name: Detroit Compassion Club Occupation: C.E.O.

Professional Qualifications and/or Work Experience: Bachelors Degree in Finance, CEO of a non-profit compassion club, ran for state representative. I work great with people and love to give back to my community.

Educational Background: Bachelors Degree in Finance from the University of Michigan-Dearborn.

Community Activities and/or Other Experience: Ran for State Representative, successfully passed ballot initiatives throughout all 6 cities in the 27th district; and am a member of the Oakland County Young Democrats.

### ACKNOWLEDGMENT:

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Signature: Andrew Cissell Date: 12/19/15

(City Clerk's Office Use Only Below this Line)

Date Received: 12-21-2015 Interview Date: \_\_\_\_\_ Council Meeting Date: \_\_\_\_\_

Signed Acknowledgement:  Yes  No Board or Commission: \_\_\_\_\_ Appointed:  Yes  No

Term Ending: \_\_\_\_\_ Letter Sent:  Yes  No / Date: \_\_\_\_\_ Motion Number: \_\_\_\_\_

Staff Liaison: \_\_\_\_\_ Liaison Notified:  Yes  No / Date: \_\_\_\_\_



**City of Oak Park**

14000 Oak Park Blvd., Oak Park, MI 48237

[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)

Tel: 248-691-7410

Fax: 248-691-7171

**Mayor**

Marian McClellan

**Mayor Pro Tem**

Paul Levine

**Councilmembers**

Michael M. Seligson

Carolyn Burns

Kiesha Speech

**City Manager**

Erik Tungate

TIME: 9 AM

DATE: 10/14/15

NAME Ramona J. Prater

ADDRESS 29061 Church

CITY Oak Park STATE MI ZIP 48237 PHONE 313-585-3203

COMMENT:

Good Morning Madame Mayor!

I hope this note finds you well.

We met over the weekend at the Wellocks' home. They were having an anniversary BBQ and birthday celebration. (I sang Happy Birthday!)

We spoke concerning my upcoming move back to Oak Park, you also mentioned that you'd like to put me on the park's recreation committee??

Well, I'm all moved in just across the road.

I have misplaced your card during the move.

Please call me at your earliest opportunity.

I'd love to help with re-election as well.

Make this a Grand Day! Regards, Ramona

Prater

313-585-3203

# Ramona J. Prater

24061 CHURCH ST. OAK PARK, MI 48075 [ramonaprater@me.com](mailto:ramonaprater@me.com) TEL 313-585-3203

@RADIORAMONA

## Profile

I am extremely passionate about developing campaigns and concepts to engage and connect people. To inform and equip via media and events that change, entertain and enrich lives. I have worked in Major Market Radio & Network Television for more than 15 years. Ultimately, I am a media enthusiast, with a keen interest in all forms of social media and how it continues to affect the health and welfare of our daily lives and choices.

## Experience

**CHIEF OF STAFF/MEDIA DIRECTOR, DETROIT CITY COUNCIL, DETROIT, MI 2012  
– JUNE 2013**

Handled writing, production, and editing of all content for the Council President's blog and website, including news conferences and features covering various events in metro Detroit. Wrote copy for digital marketing messages, commercials, branding campaigns, event promotions and assets, online materials, fliers, signs and promotional ads. I was responsible for creative work across all media types including radio, television and social media sites. Created the Council President's office and administrative budgets, maintaining collaborative relationships between the Council President and the citizens of the city. Liaise between various government offices, ensuring policy reflects and serves the citizens of Detroit, based on the city charter.

**TALK SHOW HOST/NEWS DIRECTOR, RADIO ONE, DETROIT, MI 5/2010 - 8/2011**

As News & Community Affairs Director, I was responsible for writing copy for digital marketing messages, commercials, branding campaigns, event promotions online materials, fliers, signs and promotional ads. I created the F'Club Radio Show airing during afternoon drive on our news talk station WCHB AM. I assisted the Program Director and General manager with creative direction, development and production of marketing materials including internal and external communication, videos, and presentations for use by sales department. Created our social media presence and public relations material related to the show and station. This was a highly successful, interactive magazine-style talk show highlighting the Fabulous Life of the Forties, Fifties, into Forever!

**PERSONALITY/NEWS DIRECTOR, CLEAR CHANNEL RADIO**

DETROIT, MI 6/2005 - 3/2010

As an on air personality for FM 98 WJLB & MIX 92.3 Stations, I Created and managed overall copywriting components for daily news, traffic, weather and advertising during our flagship morning drive show to include branding the products, follow up information on website, and community events as requested. Worked in conjunction our Promotions Team on special events for the Steve Harvey Morning Show/Detroit brand creating the city's largest Old School Skating Party, Red Carpet Movie Premiere, & Comedy Tour. Served as an Event Host, and Brand Development specialist for new clients.

## **NEWS PRODUCER, POST NEWSWEEK STATIONS WDIV TV 4**

DETROIT, MI 1/2002 - 5/2005

As a Special Projects Producer, I produced feature segments in our consumer affairs, lifestyles, and investigative units for two of the station's largest clients. Supported and backed up other marketing team efforts, as directed by the news director and marketing teams. Worked on brand and promotional strategy producing segments for various celebrities (Eminem, Madonna, Aretha Franklin, Kid Rock, Ice Cube, Tyler Perry, Denzel Washington, and others) covering "behind the scenes" footage on tour shows, music video shoots. Assisted the production team with production of the Annual Fireworks and America's Thanksgiving Day Parade shows.

## **DIRECTOR OF PROGRAMMING, CHRISTIAN TELEVISION NETWORK**

DETROIT, MI 1/1998- 1/2002

I was responsible for securing and creating programming for this 24-hour broadcast station. Created all promotional and advertising campaigns. TV Co-Host for the daily Live Flagship shows. Translated key objectives supplied by President of network and sales staff to production team to produce effective and entertaining television programming. Researched market trends in order to fully understand our viewing audience to meet their needs and keep their attention. Proofread all copy submitted by the creative team ensured information accuracy. Assisted in the creation of all and copy for marketing, advertising and related on- air and print material.

## Education

Specs Howard School of Broadcast Arts, Southfield, MI - Radio/Television  
Broadcasting, 1989

Henry Ford Community College, Dearborn MI – Radio/Television Broadcasting

## Skills

Marketing, Strategic Planning, Communications, Brand Management and Content  
Specialist for Print, Radio, TV, and Online Campaigns, Social Media, Communications,  
On Air talent and presenter, Motivational speaker, Event creator/planner, Mentoring,  
Archetypal Idea Developer, People Enthusiast, Program Implementation.



# CITY OF OAK PARK

## BOARDS & COMMISSIONS APPLICATION

Please complete, sign and date application form and return to:  
City Clerk's Office  
Attn: Boards & Commissions  
14000 Oak Park Boulevard  
Oak Park, MI 48237-2082  
Fax: (248) 691-7167 Office: (248) 691-7544  
Email: [cbrown@ci.oak-park.mi.us](mailto:cbrown@ci.oak-park.mi.us)

Review the list of Boards and Commissions below and determine your top 3 choices (confirm your preferences by placing a "1", "2" or "3" after the title of the Board or Commission in the space provided). Every effort will be made to accommodate your first three preferences. However, vacancies vary, and demand for some boards may be higher than others so some degree of flexibility is necessary.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Arts & Cultural Commission _____              | <input type="checkbox"/> Economic Dev. Corp /Brownfield Red. Auth. _____ | <input type="checkbox"/> Local Officers Compensation Comm. _____    |
| <input type="checkbox"/> Beautification Advisory Commission _____      | <input type="checkbox"/> Election Commission _____                       | <input type="checkbox"/> Municipal Building Authority _____         |
| <input type="checkbox"/> Board of Review _____                         | <input type="checkbox"/> Emergency Services Council _____                | <input type="checkbox"/> Planning Commission _____                  |
| <input type="checkbox"/> Board of Trustees (Emp. Retirement Sys) _____ | <input type="checkbox"/> Ethnic Advisory Commission _____                | <input type="checkbox"/> Recreation Advisory Board _____            |
| <input type="checkbox"/> Building Board of Appeals _____               | <input type="checkbox"/> Independence Day Commission _____               | <input type="checkbox"/> Recycling & Environmental Commission _____ |
| <input type="checkbox"/> Communications Commission _____               | <input type="checkbox"/> Library Board _____                             | <input type="checkbox"/> Zoning Board of Appeals _____              |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: Anita Warner

Current Address: 21715 Stratford Court, Oak Park, 48237

Email Address: anitabwarner@gmail.com Street City Zip

Home Phone: 248-937-0079 Cell Phone: 248-937-0079 Work Phone: \_\_\_\_\_

Date Residency Established: 1990 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission: \_\_\_\_\_

Employer Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Professional Qualifications and/or Work Experience: Board President of My Place Center for Wellness (Oak Park), Consumer Advisory Council (Oakland County Community Mental Health Authority), Office Manager (Ispat Inland, Inc.), Consumer Advisory Council (Easter Seals)

Educational Background: Oakland Community College (Mental Health Social Work)

Community Activities and/or Other Experience: Former Ethnic Advisory Commissioner for the city of Oak Park, Newsletter Committee Board Chair Providence Hospital- Southfield

### ACKNOWLEDGMENT:

Because serving on a Board or Commission requires a substantial commitment of time, effort and scheduling on the part of the members, we ask that you carefully consider your schedule before pursuing appointment to a Board or Commission and that by signing below you are confirming your willingness to make a concerted effort to attend every meeting and to fulfill your duties and responsibilities as a member. All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act.

Signature: Anita Warner Date: Feb. 25, 2016

*(City Clerk's Office Use Only Below this Line)*

Date Received: \_\_\_\_\_  
Signed Acknowledgement:  Yes   
Term Ending: \_\_\_\_\_  
Staff Liaison: \_\_\_\_\_

Interview Date: \_\_\_\_\_  
Board or Commission: \_\_\_\_\_  
Letter Sent:  Yes  No / Date: \_\_\_\_\_  
Liaison Notified:  Yes  No / Date: \_\_\_\_\_

Council Meeting Date: \_\_\_\_\_  
Appointed:  Yes  No  
Motion Number: \_\_\_\_\_



# CITY OF OAK PARK BOARDS & COMMISSIONS APPLICATION

Please complete, sign and date application form and return to:  
City Clerk's Office  
Attn: Boards & Commissions  
14000 Oak Park Boulevard  
Oak Park, MI 48237-2082  
Fax: (248) 691-7167 Office: (248) 691-7544  
Email: cbrown@ci.oak-park.mi.us

Review the list of Boards and Commissions below and determine your top 3 choices (confirm your preferences by placing a "1", "2" or "3" after the title of the Board or Commission in the space provided). Every effort will be made to accommodate your first three preferences. However, vacancies vary, and demand for some boards may be higher than others so some degree of flexibility is necessary.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Arts & Cultural Commission _____              | <input type="checkbox"/> Economic Dev. Corp /Brownfield Red. Auth. _____ | <input type="checkbox"/> Local Officers Compensation Comm. _____                  |
| <input type="checkbox"/> Beautification Advisory Commission _____      | <input type="checkbox"/> Election Commission _____                       | <input type="checkbox"/> Municipal Building Authority _____                       |
| <input type="checkbox"/> Board of Review _____                         | <input type="checkbox"/> Emergency Services Council _____                | <input type="checkbox"/> Planning Commission _____                                |
| <input type="checkbox"/> Board of Trustees (Emp. Retirement Sys) _____ | <input type="checkbox"/> Ethnic Advisory Commission _____                | <input type="checkbox"/> Recreation Advisory Board _____                          |
| <input type="checkbox"/> Building Board of Appeals _____               | <input type="checkbox"/> Independence Day Commission _____               | <input checked="" type="checkbox"/> Recycling & Environmental Commission <u>1</u> |
| <input type="checkbox"/> Communications Commission _____               | <input type="checkbox"/> Library Board _____                             | <input type="checkbox"/> Zoning Board of Appeals _____                            |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: RICHARD READUS

Current Address: 13500 DARTMOUTH OAK PARK 48237

Email Address: R. READUS@SBCGLOBAL.NET City                      Zip                     

Home Phone:                      Cell Phone: 248-766-2568 Work Phone:                     

Date Residency Established: FEB 1987 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission:                     

Employer Name: RETIRED Occupation:                     

Professional Qualifications and/or Work Experience: ELECTRICAL GENERATION & DISTRIBUTION, SOLAR ENERGY

Educational Background: 2 YRS COLLEGE (MECH ENGINEERING)

Community Activities and/or Other Experience: BUILDING BOARD OF APPEALS

### ACKNOWLEDGMENT:

Because serving on a Board or Commission requires a substantial commitment of time, effort and scheduling on the part of the members, we ask that you carefully consider your schedule before pursuing appointment to a Board or Commission and that by signing below you are confirming your willingness to make a concerted effort to attend every meeting and to fulfill your duties and responsibilities as a member. All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act.

Signature: Richard Readus Date: FEB 29 2016

(City Clerk's Office Use Only Below this Line)

Date Received: _____	Interview Date: _____	Council Meeting Date: _____
Signed Acknowledgement: <input type="checkbox"/> Yes <input type="checkbox"/> No	Board or Commission: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Term Ending: _____	Letter Sent: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date _____	Motion Number: _____
Staff Liaison: _____	Liaison Notified: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date: _____	



# CITY OF OAK PARK BOARDS & COMMISSIONS APPLICATION

Please complete, sign and date application form and return to:  
City Clerk's Office  
Attn: Boards & Commissions  
14000 Oak Park Boulevard  
Oak Park, MI 48237-2082  
Fax: (248) 691-7167 Office: (248) 691-7544  
Email: [cbrown@ci.oak-park.mi.us](mailto:cbrown@ci.oak-park.mi.us)

Review the list of Boards and Commissions below and determine your top 3 choices (confirm your preferences by placing a "1", "2" or "3" after the title of the Board or Commission in the space provided). Every effort will be made to accommodate your first three preferences. However, vacancies vary, and demand for some boards may be higher than others so some degree of flexibility is necessary.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Arts & Cultural Commission _____              | <input type="checkbox"/> Economic Dev. Corp /Brownfield Red. Auth. _____ | <input type="checkbox"/> Local Officers Compensation Comm. _____    |
| <input type="checkbox"/> Beautification Advisory Commission _____      | <input type="checkbox"/> Election Commission _____                       | <input type="checkbox"/> Municipal Building Authority _____         |
| <input type="checkbox"/> Board of Review _____                         | <input type="checkbox"/> Emergency Services Council _____                | <input type="checkbox"/> Planning Commission _____                  |
| <input type="checkbox"/> Board of Trustees (Emp. Retirement Sys) _____ | <input type="checkbox"/> Ethnic Advisory Commission _____                | <input type="checkbox"/> Recreation Advisory Board _____            |
| <input type="checkbox"/> Building Board of Appeals _____               | <input checked="" type="checkbox"/> Independence Day Commission _____    | <input type="checkbox"/> Recycling & Environmental Commission _____ |
| <input type="checkbox"/> Communications Commission _____               | <input type="checkbox"/> Library Board _____                             | <input type="checkbox"/> Zoning Board of Appeals _____              |
| <input type="checkbox"/> Corridor Improvement Authority _____          |  |   |

### APPLICANT INFORMATION (Please type or print answers to all questions):

Name: WAYNE LUSKY

Current Address: 14010 Ludlow OP 48237

Email Address: DUKE1857@AOL.COM City Zip

Home Phone: \_\_\_\_\_ Cell Phone: 584-214-4212 Work Phone: \_\_\_\_\_

Date Residency Established: 1981 Have you ever served on a Board or Commission in another City?  Yes  No

If yes, please indicate what City and the Board or Commission: THIS ONE FOR 20+ yrs

Employer Name: Prof UNO INC Occupation: INSURANCE/FINANCIAL SALES

Professional Qualifications and/or Work Experience: VARIOUS

Educational Background: BUS / BBA WALSH COLLEGE

Community Activities and/or Other Experience: NUMEROUS VOLUNTEERING IN ALL DIFFERENT AREAS - BOOTH FOR 20 yrs in OP

### ACKNOWLEDGMENT:

Because serving on a Board or Commission requires a substantial commitment of time, effort and scheduling on the part of the members, we ask that you carefully consider your schedule before pursuing appointment to a Board or Commission and that by signing below you are confirming your willingness to make a concerted effort to attend every meeting and to fulfill your duties and responsibilities as a member. All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act.

Signature: Wayne Lusky Date: 2/16/2016

(City Clerk's Office Use Only Below this Line)

Date Received: <u>2-16-2016</u>	Interview Date: _____	Council Meeting Date: _____
Signed Acknowledgement: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Board or Commission: _____	Appointed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Term Ending: _____	Letter Sent: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date _____	Motion Number: _____
Staff Liaison: _____	Liaison Notified: <input type="checkbox"/> Yes <input type="checkbox"/> No / Date: _____	



## **ARTS AND CULTURAL COMMISSION**

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237

Phone: (248) 691-7544 • Fax: (248) 691-7167

[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)

### STATUTE(S)

Established by Resolution of City Council on September 23, 1974. CM-9-591-74

Amended by Resolution of City Council on December 16, 2013. CM-12-459-13

### APPOINTING AUTHORITY

City Council

### COMPOSITION

11 members

2 non-voting members: a member of Council and a staff liaison

### TERMS

3 years

Expiration: February 28

### MEETINGS

4<sup>th</sup> Wednesday monthly at 7:00 p.m.

Oak Park Community Center, 14300 Oak Park Blvd.

### PURPOSE

To act as an advisory commission to the City Council; to consider, study and recommend plans for the development of city-wide cultural programs; to promote, coordinate and develop the performing and creative arts with the objective of bringing together the arts and the community; to make recommendations for programs for cultural opportunities and experiences for the citizens of Oak Park and to facilitate communications with the Michigan Council for the Arts; and to investigate possibilities of obtaining grants to aid programs and to make recommendations on available resources to Council.

### BY-LAWS

No

### RULES OF PROCEDURE

No

Updated: November 11, 2015



## **BEAUTIFICATION ADVISORY COMMISSION**

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237

Phone: (248) 691-7544 • Fax: (248) 691-7167

[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)

### STATUTE(S)

Ordinance. Chapter 2-Administration, Article III. Boards and Commission, Division 4. – Beautification Advisory Commission, of the Code of Ordinances.

### APPOINTING AUTHORITY

City Council

### COMPOSITION

19 members

2 non-voting members: a member of Council and a staff liaison

### TERMS

3 years

Expiration: February 28

### MEETINGS

3<sup>rd</sup> Tuesday of February, April, May, June, September and December at 7:00 p.m.

Oak Park Community Center, 14300 Oak Park Blvd.

### PURPOSE

Consider and propose programs which would improve the physical appearance of the community and implement such programs as may be approved by the city council; annually organize and carry out a short-term campaign to encourage citizen participation in activities designed to beautify the city; and report blight to the code enforcement division of the Department of Technical and Planning Services.

### BY-LAWS

No

### RULES OF PROCEDURE

No

Updated: October 4, 2015



**BROWNFIELD REDEVELOPMENT AUTHORITY**  
*The Economic Development Corporation Board serves as the Board of the BRA*

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237  
Phone: (248) 691-7544 • Fax: (248) 691-7167  
www.ci.oak-park.mi.us

STATUTE(S)

Established by Resolution of City Council on October 2, 2000. CM-10-392-00  
Public Act 381 of 1996, the Brownfield Redevelopment Financing Act

APPOINTING AUTHORITY

Mayor (*Chapter 58, Article VII (A) of the Code of Ordinances*)

COMPOSITION

Resolution designates the Board of Directors of the Economic Development Corporation as the BRA Board, under Sec. 5 of PA 381 of 1996.

9 members - no more than 3 shall be an officer or employee of the municipality.

TERMS

6 years

Expiration: February 28

MEETINGS

As needed.

PURPOSE

There are or may be certain environmentally distressed properties, facilities, functionally obsolete or blighted properties, or other eligible properties (as defined in PA381 of 1996) in the City and the continued existence of such properties can limit, hinder or delay the redevelopment or revitalization of property within the City, and, accordingly, it is in the best interests of the public to facilitate the implementation of plans relating to the identification and treatment of eligible properties, so as to promote the revitalization of environmentally distressed areas within the City.

BY-LAWS

Yes

RULES OF PROCEDURE

No



**ECONOMIC DEVELOPMENT CORPORATION: Also serves as the Brownfield Redevelopment Authority**

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237  
Phone: (248) 691-7544 • Fax: (248) 691-7167  
www.ci.oak-park.mi.us

STATUTE(S)

Public Act 338 of 1974 (MCL125.1601 – 125.1636)  
Chapter 58 – Planning. Article IV. Economic Development Corporation, of the Code of Ordinances

APPOINTING AUTHORITY

Mayor (*Chapter 58, Sec. 58-103. Articles of Incorporation. Article VII, of the Code of Ordinances*)

COMPOSITION

9 members - no more than 3 shall be an officer or employee of the municipality.

TERMS

6 years  
Expiration: February 28

MEETINGS

Annual meeting on the 4<sup>th</sup> Monday in July at 7:30 p.m.  
Other meetings as needed.

PURPOSE

To alleviate and prevent conditions of unemployment, to assist and retain local industries and commercial enterprises in order to strengthen and revitalize the economy of Oak Park and the State of Michigan, to provide means and methods for the encouragement and assistance of industrial and commercial enterprises in locating, purchasing, constructing, reconstructing, modernizing, improving, maintaining, repairing, furnishing, equipping and expanding in Oak Park to encourage the location and expansion of commercial enterprises to more conveniently provide needed services and facilities to Oak Park and its residents. To accomplish this, the EDC may construct, acquire, reconstruct, improve, maintain, repair, acquire necessary lands for the site of projects; acquire necessary machinery, furnishings and equipment for projects; borrow money and issue revenue bonds to finance the cost of acquiring lands and equipment; enter into leases or sales contracts for projects; and sell projects.

BY-LAWS

Yes

RULES OF PROCEDURE

No



## **COMMUNICATIONS COMMISSION**

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237

Phone: (248) 691-7544 • Fax: (248) 691-7167

[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)

### STATUTE(S)

Ordinance. Chapter 2 – Administration, Article III. – Boards and Commissions, Division 6. Communications Commission of the Code of Ordinances

### APPOINTING AUTHORITY

City Council

### COMPOSITION

7 residents

2 ex officio members: a member of Council and staff liaison(s) from public information/IT department(s)

### TERMS

3 years

Expiration: February 28

### MEETINGS

3<sup>rd</sup> Wednesday monthly

7:00 p.m.

Oak Park Community Center, 14300 Oak Park Blvd.

### PURPOSE

1. Provide city council with policy recommendations that strengthen the positive perception of Oak Park municipal government and the City of Oak Park as a place to live, work and shop.
2. Meet with groups and/or individuals who can offer suggestions, program content, or assist in other ways to improve communications and enhance efforts to engage with the community.
3. Advise city council on issues relative to municipal services, community events and community development as researched and learned through: television, cable and radio media; social media and the internet; print media; and public relations.
4. Advise city council on the matters outlined in this section and other related matters as requested.

### BY-LAWS

No

### RULES OF PROCEDURE

No



## **LOCAL OFFICERS COMPENSATION COMMISSION**

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237

Phone: (248) 691-7544 • Fax: (248) 691-7167

[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)

### STATUTE(S)

MCL 117.5c. The Home Rule City Act, Local officers compensation commission.  
City Charter. Chapter 3. – Elections, Section 3.14. – Election commission.

### APPOINTING AUTHORITY

Mayor subject to confirmation by City Council.

### COMPOSITION

7 members who are qualified and registered electors of the City

### TERMS

7 years

Expiration: February 28

### MEETINGS

The commission shall meet for not more than 15 session days in each odd numbered year and shall make its determination within 45 calendar days after its first meeting.

### PURPOSE

The commission shall determine the salary of each local elected official. The determination shall be the salary unless the city council, by resolution adopted by 2/3 of the members elected to and serving on the city council, rejects it. The determination of the commission shall be effective 30 days following its filing with the city clerk unless rejected by the city council.

### BY-LAWS

No

### RULES OF PROCEDURE

No

Updated 12-15-2015



## **EMERGENCY SERVICES COUNCIL**

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237

Phone: (248) 691-7544 • Fax: (248) 691-7167

[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)

### STATUTE(S)

Ordinance. Chapter 34 – Emergency Services, Article II. Emergency Services Council

### APPOINTING AUTHORITY

City Council

### COMPOSITION

11 members:

Emergency Services Director/ Director of Public Safety (Chair) - Steve Cooper

Director of Public Works (Deputy) – Rocco Fortura

Administrative Staff appointed by City Manager – Devin Benson, Public Safety

Representative of bureau of public information, appointed by Council - Denise

DeSantis, Community Engagement Director

One member of Council – Mayor Pro Tem Levine

6 citizens not otherwise connected with the government of the City

### TERMS

3 years

Expiration: August 31

### MEETINGS

2<sup>nd</sup> Monday monthly September through June

7:00 p.m.

Executive Conference Room at City Hall, 14000 Oak Park Blvd.

*and at such other times as the Mayor and the majority of city council determine*

### POWERS AND DUTIES

The emergency services council shall advise the city manager and the emergency services director on matters pertaining to emergency management, especially in plan development.

### BY-LAWS

Yes

### RULES OF PROCEDURE

No



## **ETHNIC ADVISORY COMMISSION**

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237

Phone: (248) 691-7544 • Fax: (248) 691-7167

[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)

### STATUTE(S)

Ordinance. Chapter 2 – Administration, Article III. Boards and Commissions, Division 8.  
Ethnic Advisory Commission

### APPOINTING AUTHORITY

Mayor appoints the Chairperson  
City Council appoints the remaining members

### COMPOSITION

15 members

### TERMS

2 years  
Expiration: August 31

### MEETINGS

2<sup>nd</sup> Thursday monthly  
7:00 p.m.  
Community Center, 14300 Oak Park Blvd.

### POWERS AND DUTIES

To recognize, maintain, communicate and celebrate the cultural richness of our community by advising the city council and staff on such matters and conducting such other activities as the city council or City Manager or his designee may approve.

### BY-LAWS

No

### RULES OF PROCEDURE

No



## **INDEPENDENCE DAY COMMISSION**

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237

Phone: (248) 691-7544 • Fax: (248) 691-7167

[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)

### STATUTE(S)

Ordinance. Chapter 2 – Administration, Article V. Additional Boards and Commissions, Division 2. Independence Day Commission

### APPOINTING AUTHORITY

City Council

### COMPOSITION

20 members:

16 residents

2 members of City Council – ex officio (non-voting)

Recreation Director – ex officio (non-voting)

Superintendent of city schools or his/her designee – ex officio (non-voting)

### TERMS

3 years

Expiration: August 31

### MEETINGS

1<sup>st</sup> Wednesday of each month February through June, and 1<sup>st</sup> Wednesday of September to evaluate the year's event

7:00 p.m.

Community Center, 14300 Oak Park Blvd.

### POWERS AND DUTIES

1. Plan, promote, execute and evaluate the city's Independence Day celebration, including a parade and any activities held in the park.
2. Coordinate such activities with the Recreation Department.

### BY-LAWS

No

### RULES OF PROCEDURE

No



## **LIBRARY BOARD**

Oak Park Public Library, 14200 Oak Park Blvd., Oak Park, MI 48237

Phone: (248) 691-7580 • Fax: (248) 691-7155

www.ci.oak-park.mi.us

### STATUTE(S)

Public Act 164 of 1877, City, Village, and Township Libraries, MCL 397.201-397.217  
Ordinance. Chapter 2 – Administration, Article VI. Public Library

### APPOINTING AUTHORITY

Mayor

### COMPOSITION

5 members:

5 citizens at large, which may include not more than one member of the City Council

### TERMS

5 years

Expiration: August 31

### MEETINGS

3<sup>rd</sup> Tuesday of each month

6:30 p.m.

Community Center, 14300 Oak Park Blvd.

### POWERS AND DUTIES

- (a) Exclusive control of the expenditure of all moneys collected to the credit of the library fund, and of the construction of any library building, and, of the supervision, care, and custody of the grounds, rooms, or buildings constructed, leased, or set apart for that purpose: Provided, that all moneys received for such library shall be deposited in the treasury of the city to the credit of the library fund, and shall be kept separate and apart from other moneys of the city, and drawn upon by the proper officers of the city, upon the properly authenticated vouchers of the library board.
- (b) To purchase or lease grounds, to occupy, lease, or erect an appropriate building or buildings for the use of the library; to appoint a suitable librarian and necessary assistants, and fix their compensation; and to remove such appointees; and shall, in general, carry out the spirit and intent of this article and of Act 164 in establishing and maintaining a public library and reading room.
- (c) The library and reading room established under this article shall be forever free to the use of the residents of the city, subject to such reasonable rules and regulations as the library board may adopt; and the board may exclude from the use of the library and reading room any and all persons who shall willfully violate such rules.

### BY-LAWS

Yes

### RULES OF PROCEDURE

No



## **MUNICIPAL BUILDING AUTHORITY COMMISSION**

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237

Phone: (248) 691-7544 • Fax: (248) 691-7167

[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)

### STATUTE(S)

Public Act 31 of 1948, Building Authorities. MCL 123.951 – 123.965.

Council Resolution CM-6-245-60, October 21, 1968; Amended CM-10-608-68, November 7, 2011 – Articles of Incorporation of Municipal Building Authority of Oak Park.

### APPOINTING AUTHORITY

Elected by the City Council.

### COMPOSITION

7 members who are qualified and registered electors of the City

### TERMS

3 years

Expiration: August 31

### MEETINGS

At least semi-annually, such meetings to be held on the second Monday of January and the second Monday of July each year, or such other date as the commission shall by rule determine (Resolution CM-10-608-68).

### PURPOSE

Acquiring, furnishing, equipping, owning, improving, enlarging, operating and maintaining a building or buildings, automobile parking lots or structures, transit-oriented developments, transit-oriented facilities, recreational facilities, stadiums, and the necessary site or sites therefore, together with appurtenant properties and facilities necessary or convenient for the effective use of the facilities, for use for any legitimate public purpose of the city.

### BY-LAWS

No

### RULES OF PROCEDURE

No

Updated 12-15-2015



## **RECREATION ADVISORY BOARD**

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237

Phone: (248) 691-7544 • Fax: (248) 691-7167

[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)

### STATUTE(S)

Ordinance. Chapter 54 – Parks and Recreation, Article II. Recreation Advisory Board

### APPOINTING AUTHORITY

City Council

### COMPOSITION

7 residents

Members of City Council – ex officio (non-voting)

Recreation Director – ex officio (non-voting)

### TERMS

3 years

Expiration: August 31

### MEETINGS

3<sup>rd</sup> Wednesday monthly

7:00 p.m.

Community Center, 14300 Oak Park Blvd.

### POWERS AND DUTIES

To consider and study reasonable needs and requirements of the recreation program, to serve in an advisory capacity to the Recreation Director when requested, to act as a recommending body to the city council on matters of general recreation department policy, and to formulate and report its findings from time to time to the city council.

The Board exists to promote an outstanding recreational program for the citizens of Oak Park. It serves as a forum for the careful consideration of policy matters related to the operation of the recreation program and a voice for the Recreation Department in the community as well as the voice for the community in the Recreation Department.

### BY-LAWS

Yes

### RULES OF PROCEDURE

No



## **RECYCLING & ENVIRONMENTAL CONSERVATION COMMISSION**

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237

Phone: (248) 691-7544 • Fax: (248) 691-7167

[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)

### STATUTE(S)

Ordinance. Chapter 2 – Administration, Article V. Additional Boards and Commissions, Division 2. Recycling and Environmental Conservation Commission

### APPOINTING AUTHORITY

City Council

### COMPOSITION

12 residents

Member of City Council – ex officio (non-voting)

### TERMS

3 years

Expiration: August 31

### MEETINGS

3<sup>rd</sup> Thursdays of February, April, June, August, October, and December

7:00 p.m.

Community Center, 14300 Oak Park Blvd.

### POWERS AND DUTIES

To consider and advise the Department of Public Works and the City Council concerning any and all of the following matters:

1. Public information, education outreach, and city-sponsored services relating to recycling, yard waste collection, household hazardous waste collection, and waste reduction.
2. Environmental education, especially school-based programs.
3. Public information for residents relating to energy savings.
4. Public information for residents relating to household activities which enhance and conserve water quality and water resources.
5. Public education and events relating to tree planting and maintenance for environmental protection.
6. Other topics relating to recycling, waste reduction, and environmental protection brought to the commission by staff or the City Council.

### BY-LAWS

No

### RULES OF PROCEDURE

No



## **ZONING BOARD OF APPEALS**

City Hall • 14000 Oak Park Blvd., Oak Park, MI 48237

Phone: (248) 691-7544 • Fax: (248) 691-7167

[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)

### STATUTE(S)

Michigan Compiled Laws (MCL 125.3601-3603)

City Ordinance. Appendix A – Zoning, Article XXII. Zoning Board of Appeals, of the Code of Ordinances.

### APPOINTING AUTHORITY

City Council

### COMPOSITION

1 member of Council

1 member appointed from the Planning Commission

5 residents, representative of the population distribution and of the various interests present in Oak Park

### TERMS

3 years

Expiration: August 31

### MEETINGS

4<sup>th</sup> Tuesday monthly

7:30 p.m.

City Council Chambers at City Hall

14000 Oak Park Blvd.

Oak Park MI 48237

### POWERS AND DUTIES

- A. Administrative appeals: To hear and decide appeals from any order, requirement, decision, or determination made by an administrative official charged with the enforcement of the zoning ordinance. There shall be no appeal to the zoning board of appeals from a decision of the planning commission or city council approving or disapproving a special land use.
- B. Interpretation: To hear and decide requests for interpretation of the zoning ordinance and official zoning map.
- C. Variances: To authorize upon application in specific cases such variance from the terms of the zoning ordinance as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this ordinance would result in a practical difficulty or unnecessary hardship.

### BY-LAWS

No

### RULES OF PROCEDURE

Yes