

Oak Park City Council Agenda

January 20, 2015





AGENDA
REGULAR CITY COUNCIL MEETING
35th CITY COUNCIL
OAK PARK, MICHIGAN
January 20, 2015
7:00 PM

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 January 5, 2015
- B. Special Council Meeting Minutes of January 5, 2015
- C. Business License New and Renewals as submitted for January 20, 2015
- D. Library Monthly Report for October 2014 and Meeting Minutes of November 18, 2014
- E. Ethnic Advisory Commission Meeting Minutes of December 11, 2014
- F. Request of the Chairperson of the Zoning Board of Appeals to cancel the January 27, 2015 regularly scheduled meeting
- G. Request to advertise for bids for lawn and landscape maintenance and other related items

6. RECOGNITION OF VISITING ELECTED OFFICIALS:

7. SPECIAL RECOGNITION/PRESENTATIONS:

- A. Proclamation honoring Rep. Ellen Cogen Lipton
- B. City Manager Employee Recognition – Kim Marrone, Community and Economic Development Manager

8. PUBLIC HEARINGS:

- A. Request to schedule a Public Hearing on February 16, 2015 for consideration of creating an Industrial Development District for property located at 21750 Coolidge, Oak Park, Michigan 38237
- B. Request to schedule a Public Hearing on February 16, 2015 for consideration of granting an Industrial Facilities Tax Exemption Certificate for property located at 21750 Coolidge, Oak Park, Michigan 38237

9. COMMUNICATIONS: None

10. SPECIAL LICENSES: None

11. ACCOUNTING REPORTS:

- A. Approval for payment of an invoice submitted by Garan, Lucow, Miller P.C., for legal services in the total amount of \$10,018.60

12. BIDS: None

13. ORDINANCES:

- A. Second Reading and adoption of the proposed text amendment to the City of Oak Park Zoning Ordinance, Article II, Definitions, and Article XVIII, Signs

14. CITY ATTORNEY:

15. CITY MANAGER:

Community and Economic Development

- A. Request approval for payment of an invoice from ASI Sign Innovations for the City Welcome Sign Package in the total amount of \$39,148.33

Finance/Assessing

- B. Request approval to adopt the rate of compensation for the Board of Review Members and the 2015 meeting dates and times
C. Request approval to adopt the City of Oak Park 2015 Poverty Exemption Policy

Library

- D. Request approval to amend the Library fee schedule by increasing the fee for printing black and white copies from \$.10 to \$.15 per copy and adding a \$1.00 fee for the 3 day rental of New Release DVD Films with a \$1.00 per day (\$10.00 maximum) fee for overdue items

16. 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. "Any person while being heard at a City Council Meeting may be called to order by the Chair, or any Council Member, failure to be germane to the business of the City, for vulgarity, or personal attacks on persons or institutions." There is a three minute time limit per speaker.

17. CALL TO THE COUNCIL

18. CLOSED SESSION

Pursuant to Section 8 of the Open Meetings Act to convene into a Closed Session to discuss pending litigation.

19. 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
35th OAK PARK CITY COUNCIL
January 5, 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, Council Member Speech,
Mayor Pro Tem Levine, Council Member Seligson

ABSENT: None

OTHERS

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

APPROVAL OF AGENDA:

**CM-01-001-15 (AGENDA ITEM #4) ADOPTION OF THE AGENDA WITH AN
ADDITION – APPROVED**

Motion by Speech, seconded by Burns, CARRIED UNANIMOUSLY, to approve the agenda with the addition of Item #15A1 regarding a “Warming Center” announcement.

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-01-002-15 (AGENDA ITEM #5A-F) CONSENT AGENDA - APPROVED

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

- A. Regular Council Meeting Minutes of December 15, 2014 **CM-01-003-15**
- B. Business License(s) New and Renewal(s) as submitted for January 5, 2015 **CM-01-004-15**

(Subject to all Departmental Approvals)	ADDRESS	FEE
MERCHANT (NEW) January 5, 2015		
WIRELESS “U” NOW	8980 W NINE MILE RD	150.00
MERCHANT (RENEWALS)		
SANDS RESTAURANT	10116 NINE MILE	150.00
PRINCE JEWELRY	21700 GREENFIELD #447	150.00

TECK CLEANERS	13841 NINE MILE	150.00
DOLLAR VILLAGE DISCOUNT	13201 TEN MILE	150.00
ARTISTRY OF HAIR	25661 COOLIDGE	150.00
MICHIGAN DESSERT CORP	10750 CAPITAL	150.00
JEWISH SENIOR LIFE SERVICES	15000 W TEN MILE	150.00
UPI REAL ESTATE	12900 CAPITAL	150.00
SUNUGAL HAIR BRAIDING	22131 COOLIDGE	150.00
ZALMAN'S TREASURES	26001 COOLIDGE	150.00
LSREF2 OREO (DIRECT) LLC	25900 GREENFIELD	150.00
DETROIT AUTO ELECTRIC	21040 COOLIDGE	150.00
SANDLER CHIROPRACTIC	15400 LINCOLN #3	150.00
OLYMPIC CYCLE & FITNESS	22031 COOLIDGE	150.00
AMERICAN DATA SECURITY INC	13070 NORTHEND	150.00
LEARNING DISABILITIES CLINIC	25611 COOLIDGE	150.00
WALKER PRINTIERY, INC	13351 CLOVERDALE	150.00
UNITED TRUCK SALES	12950 CLOVERDALE	150.00
PARKWOOD OPEN IMAGING	13161 TEN MILE	150.00
MICHIGAN BICYCLE	25909 COOLIDGE	150.00
ACME LADDER & SUPPLY CO INC	10101 CAPITAL	150.00
GRAPE LEAVES RESTAURANT	24700 GREENFIELD	150.00
FAST TRACK OF OAK PARK GAS STATION	8600 NINE MILE	150.00
FAST TRACK OF OAK PARK FOOD MART	8600 NINE MILE	150.00
NAJLA QASIR	26102 GREENFIELD	150.00
IMAGE XPREZZION LLC	24700 GREENFIELD	150.00
HENLEY BLUEWATER DBA VALVOLINE	13300 NINE MILE	150.00
SUNOCO	25000 GREENFIELD	150.00
DETROIT HOPE PHARMACY	24695 COOLIDGE	150.00
ETEMAD	10440 NINE MILE	150.00
DOUGLAS STAMPING CO	14231 ELEVEN MILE	150.00
ARMANI/GOLD SPOT JEWELERS	21700 GREENFIELD #354	150.00
MAGIC DISCOUNT JEWELRY	21600 GREENFIELD #108	150.00
CROWN POINT DELI	25900 GREENFIELD #122	150.00
CENTER AUTO SALES INC	14370 EIGHT MILE	150.00
B-1 JEWELRY	21700 GREENFIELD #415	150.00
ADVANTAGE FINANCIAL CASH ADVANCE	23400 GREENFIELD	150.00
K & M LEASING LLC	20900 HUBBELL	150.00
FANCY LADIES APPAREL	13261 W TEN MILE	150.00
PARTY POOPERS	21641 COOLIDGE	150.00
TURF TENDERS	13100 CLOVERDALE	150.00
KERR PUMP AND SUPPLY	12880 CLOVERDALE	150.00
UNIQUE FURNITURE	21820 WYOMING	150.00
FALLAS #540	26100 GREENFIELD	150.00
SVS VISION	23140 COOLIDGE	150.00
ASHLEY-BLEU DIAMOND INC	22211 COOLIDGE	150.00
ZEUNE MICHIGAN STORAGE CENTERS	15300 EIGHT MILE	150.00
MIDLAND EQUIPMENT CO OF MICHIGAN	12771 CAPITAL	150.00
TRINITY PHYSICAL THERAPY REHAB	21675 COOLIDGE #1B	150.00
DEEZER INC	21070 COOLIDGE	150.00
STRATEGIC PROTECTION GROUP	25900 GREENFIELD #144	150.00

THE BLIND FACTORY	25603 COOLIDGE	150.00
EXCELL SNOW & TURF MAINTENANCE	11000 CAPITAL	150.00
CSL PLASMA	13770 NINE MILE	150.00
GEM CORPORATION	21600 GREENFIELD #106	150.00
LINCOLN DRUGS	25901 COOLIDGE #A	150.00
PERSONAL UNIFORM SERVICE	10100 CAPITAL	150.00
ANTON'S JEWELRY	21700 GREENFIELD #335	150.00
DIAMOND ISLAND OF GREENFIELD	21700 GREENFIELD #390	150.00
AUTO METAL CRAFT	12721 CAPITAL	150.00
AUTO METAL CRAFT	10240 CAPITAL	150.00
AUTO METAL CRAFT	12741 CAPITAL	150.00
AUTO METAL CRAFT	10230 CAPITAL	150.00
BRILAR INC	13200 NORTHEND	150.00
SHERWIN WILLIAMS #4318	13101 NORTHEND	150.00
DOLLAR GENERAL #9565	12720 W NINE MILE	150.00
DIAMOND STAR FINE JEWELRY	21700 GREENFIELD #322	150.00
PCI INDUSTRIES	21701 REPUBLIC	150.00
MOULDEN AGENCY INC	26011 COOLIDGE	150.00
FED EX OFFICE#1693	24760 COOLIDGE	150.00
INTERNATIONAL CYBERGRAPHIX	25900 GREEFIELD #258	150.00
REHABILITATION INST. OF MICH	25900 GREENFIELD #110	150.00

C. Precious Metals License Renewals for January 5, 2015 **CM-01-005-15**

(Subject to all Departmental Approvals)	ADDRESS
PRECIOUS METALS – Renewal(s) 2015	
SAVANA RESOURCES LLC	24711 RADCLIFT

- D. Request that City Council accept the request of the Chairperson of the Planning Commission and cancel the January 12, 2015 regularly scheduled meeting **CM-01-006-15**
- E. Emergency Services Council meeting minutes of October 13, 2014 and November 10, 2014 **CM-01-007-15**
- F. Board of Review meeting minutes of December 9, 2014 **CM-01-008-15**

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

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS: None

PUBLIC HEARINGS: None

COMMUNICATIONS: None

SPECIAL LICENSES: None

ACCOUNTING REPORTS:

CM-01-009-15 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF AN INVOICE AS SUBMITTED BY SECREST, WARDLE, LYNCH, HAMPTON, TRUEX & MORLEY FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$112.00 - APPROVED

Motion by Burns, seconded by Levine, CARRIED UNANIMOUSLY, to approve payment of invoice #1259298 as submitted by Secrest, Wardle, Lynch, Hampton, Truex & Morley for legal services in the total amount of \$112.00.

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

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES:

CM-01-010-15 (AGENDA ITEM #13A) SECOND READING AND ADOPTION OF THE PROPOSED TEXT AMENDMENT TO THE CITY OF OAK PARK ZONING ORDINANCE, ARTICLE IX, LI, LIGHT INDUSTRIAL DISTRICTS, SECTION 901 - APPROVED

Motion by Seligson, seconded by Burns, CARRIED UNANIMOUSLY to approve the second reading and to adopt the proposed text amendment to the City of Oak Park Zoning Ordinance, Article IX, LI, Light Industrial Districts, Section 901 as recommended by the Planning Commission:

CITY OF OAK PARK, MICHIGAN

ORDINANCE NO. ____

AN ORDINANCE TO AMEND SECTION 901, PERMITTED USES, OF ARTICLE IX, LI, LIGHT INDUSTRIAL DISTRICTS, 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 IX, LI, Light Industrial Districts, Appendix "A", Zoning, of the Code of Ordinances of the City of Oak Park, is hereby amended to add Section 901, B:

Section 901. Permitted uses.

B. In addition to the permitted Industrial uses in Section 901, A, for industrial sites abutting on the major thoroughfares of Eight Mile Road, Coolidge Highway and Eleven Mile Road, any of the following industrial uses when carried out entirely within an enclosed building:

1. Gymnastic centers.
2. Gun or archery ranges.
3. Art gallery and/or studios.
4. Music and/or dance studios.
5. Venues for the performing arts.
6. Brew pubs that produce ales, beers, meads, hard ciders and/or similar beverages to serve on site.

SECTION 2. Article IX, LI, Light Industrial Districts, Appendix "A", Zoning, of the Code of Ordinances of the City of Oak Park, is hereby amended to add Section 902, F:

Section 902. Special Land uses.

F. Brew pubs, as defined by the Michigan Liquor Control Commission, located on industrial sites abutting the major thoroughfares of Eight Mile Road, Coolidge Highway and Eleven Mile Road, subject to the provisions in Section 1930.

SECTION 3. Article IX, LI, Light Industrial Districts, Appendix "A", Zoning, of the Code of Ordinances of the City of Oak Park, is hereby amended to delete Section 901, A, 9, and re-number the remaining listed uses:

Section 901. Permitted uses.

- A. 9. Meeting halls for industrial worker organizations.

SECTION 4. 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 5. 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 6. 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 5th day of January, 2015.

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

MOTION DECLARED ADOPTED

CM-01-011-15 (AGENDA ITEM #13B) SECOND READING AND ADOPTION OF AN ORDINANCE TO AMEND CHAPTER 30, ELECTIONS, ARTICLE II. VOTING PRECINCTS, BY AMENDING SECTIONS 30-28, 30-29, 30-30, 30-35, 30-36, 30-37, 30-40, 30-41 AND 30-42 - APPROVED

Motion by Burns, seconded by Levine, CARRIED UNANIMOUSLY to approve the second reading and adopt the following Ordinance to amend Chapter 30, Elections, Article II. Voting Precincts, by Amending Sections 30-28, 30-29, 30-30, 30-35, 30-36, 30-37, 30-40, 30-41 and 30-42:

**CITY OF OAK PARK, MICHIGAN
ORDINANCE NO. _____**

AN ORDINANCE TO AMEND CHAPTER 30, ELECTIONS, ARTICLE II. VOTING PRECINCTS, OF THE CODE OF ORDINANCES, CITY OF OAK PARK MICHIGAN, BY AMENDING SECTIONS 30-28, 30-29, 30-30, 30-35, 30-36, 30-37, 30-40, 30-41 AND 30-42 THEREOF.

THE CITY OF OAK PARK ORDAINS:

SECTION 1. Chapter 30, Elections, Article II. Voting Precincts, of the Code of Ordinances, City of Oak Park, is hereby amended to read as follows:

ARTICLE II. VOTING PRECINCTS

Sec. 30-26. General Description.

The city shall consist of one ward, divided into precincts, to be numbered and described as specified in this article.

Sec. 30-27. Precinct 1.

- (a) Precinct 1 shall include the following area: beginning at the intersection of 11 Mile Rd. and Greenfield Rd. Thence, easterly along the centerline of 11 Mile Rd. to its intersection with Harding Ave. Thence, southerly along the centerline of Harding Ave. to its intersection with Elgin Ave. Thence, easterly along the centerline of Elgin Ave. to its intersection with Raines St. Thence, southerly along the centerline of Raines St. to its intersection with Lincoln St. Thence, easterly along the centerline of Lincoln St. to its intersection with the northwest corner of Lincolnbriar Sub. as recorded in Liber 111 Page 29 OCR. Thence, southerly along the west boundary of Lincolnbriar Sub., to the southwest corner of said sub. Thence, westerly on a line parallel to the south boundary of Lincolnbriar Sub., to the northeast corner of

Fontaine Gardens, as recorded in Liber 92 Page 34 OCR. Thence, southerly along the east boundary of Fontaine Gardens to its intersection with the south Right of Way of I-696. Thence, westerly along the south ROW of I-696 to its intersection with Greenfield Rd., also being the west boundary of the City of Oak Park. Thence, northerly along Greenfield Rd. and west boundary of said city to its intersection with 11 Mile Rd. Also being the point of beginning.

- (b) Place of voting: Avery Center, 14770 W. Lincoln.

Sec. 30-28. Precinct 2.

- (a) Precinct 2 shall include the following area: beginning at the intersection of 11 Mile Rd. and Coolidge Hwy. Thence, southerly along the centerline Coolidge Hwy. to its intersection with Hart St. Thence, westerly along the centerline of Hart St. to its intersection with Gardner St. Thence, southerly along the centerline of Gardner St. to its intersection with Lincoln St. Thence, westerly along the centerline of Lincoln St. to its intersection with Raines St. Thence, northerly along the centerline of Raines St. to its intersections with Elgin Ave. Thence, westerly along the centerline of Elgin Ave. to its intersection with Harding Ave. Thence, northerly along the centerline of Harding Ave. to its intersection with 11 Mile Rd. Thence, easterly along the centerline of 11 Mile Rd. to its intersection with Coolidge Hwy. also being the point of beginning.
- (b) Place of voting: Norup ~~Junior High~~ **International School**, 14450 Manhattan Street.

Sec. 30-29. Precinct 3.

Precinct 3 shall include the following area: beginning at the intersection of 10 Mile Rd. and Coolidge Hwy. Thence, northerly along the centerline of Coolidge Hwy. to its intersection with Hart St. Thence, westerly along the centerline of Hart St. to its intersection with Gardener St. Thence, southerly along the centerline of Gardener St. to its intersection with Lincoln St. Thence, westerly along the centerline of Lincoln St. to its intersection with the northeast corner of Lincolnbriar Sub. as recorded in Liber 111 Page 29 OCR. Also being a point on the boundary between Berkley School Districts and Oak Park School Districts. Thence, southerly, westerly, and southerly along the boundary between Berkley and Oak Park School Districts to its intersection with 10 Mile Rd. Thence, easterly along the centerline of 10 Mile Rd. to its intersection with Coolidge Hwy. Also being the point of beginning.

- (b) Place of voting: Norup ~~Junior High~~ **International School**, 14450 Manhattan Street.

Sec. 30-30. Precinct 4.

- (a) Precinct 4 shall include the following area: beginning at the intersection of 10 Mile and Church St. also being a point on the boundary between Berkley and Oak Park School Districts. Thence, westerly northerly, easterly, northerly, westerly, southerly, westerly, southerly, and westerly along the boundary between Berkley and Oak Park School Districts to its intersection with the west boundary of the City of Oak Park, also being Greenfield Rd. Thence, southerly along the west boundary of the City of Oak Park to its intersection with Northfield Blvd. Thence, easterly along the centerline of Northfield Blvd. to its intersection with Beverly Ave. Thence, northerly along the centerline of Beverly Ave. to its intersection with Kenton St. Thence, easterly along the centerline of Kenton St. to its intersection with Harding Ave. Thence, northerly along the centerline of Harding Ave. to its intersection with Dartmouth St. Thence, easterly along the centerline of Dartmouth St. to its intersection with Church St. Thence, northerly along the centerline of Church St. to its intersection with 10 Mile Rd. Also being the point of beginning.
- (b) Place of voting: Pepper **Elementary School**, 24301 Church.

Sec. 30-31. Precinct 5.

- (a) Precinct 5 shall include the following area: beginning at the intersection of 10 Mile and Coolidge Rd. also being a point on the boundary of the City of Oak Park. Thence, southerly along the centerline of Coolidge Hwy. to its intersection with Oak Park Blvd. Thence, westerly along the centerline of Oak Park Blvd. to its intersection with Church St. Thence, northerly along the centerline of Church St. to its intersection with 10 Mile Rd. Thence, easterly along the centerline of 10 Mile Rd. to its intersection with Coolidge Hwy. Also being the point of beginning.
- (b) Place of voting: Oak Park Community Center, 14300 Oak Park Boulevard.

Sec. 30-32. Precinct 6.

- (a) Precinct 6 shall include the following area: beginning at the intersection of Dartmouth St. and Church St. Thence, southerly along the centerline of Church St. to its intersection with the northeast corner of Lot 30 Woodcrest Sub No 1. Rec'd Liber 64 Page 37 O.C.R. and the northwest corner of Lot 1 Parklane Sub. Rec's Liber 63 Page 21 O.C.R. Thence, southerly along said lots common boundary to its intersection with the northeast corner of Lot 11 and the northwest corner of Lot 10 Woodcrest Sub. No. 3 Rec'd Liber 71 Page 30 O.C.R. Thence southerly along said lots common boundary and extended to Church St. Thence, southerly along the centerline of Church St. to its intersection with Kenwood St. Thence, westerly along the centerline of Kenwood St. to its intersection with Radcliff Ave. Thence, northerly along the centerline of Radcliff Ave. to its intersection with Rosemary Ave. Thence, westerly along the centerline of Rosemary Ave. to its intersection with Harding Ave. Thence, northerly along the centerline of Harding Ave. to its intersection with Park Ave. Thence, westerly along the centerline of Park Ave. to its intersection with Beverly Ave. Thence, northerly along the centerline of Beverly Ave. to its intersection with Oak Park Blvd. Thence, westerly along the centerline of Oak Park Blvd. to its intersection with Greenfield Rd. also being the west boundary of the City of Oak Park. Thence, northerly along said west boundary to its intersection with Northfield Blvd. Thence, easterly along the centerline of Northfield Blvd. to its intersection with Beverly Ave. Thence, northerly along the centerline of Beverly Ave. to its intersection with Kenton St. Thence, easterly along the centerline of Kenton St. to its intersection with Harding Ave. Thence, northerly along the centerline of Harding Ave. to its intersection with Dartmouth St. Thence, easterly along the centerline of Dartmouth St. to its intersection with Church St. Also being the point of beginning.
- (b) Place of voting: Oak Park Community Center, 14300 Oak Park Boulevard.

Sec. 30-33. Precinct 7.

- (a) Precinct 7 shall include the following area: beginning at the intersection of Coolidge Hwy. and Oak Park Blvd. Thence, easterly along the centerline of Oak Park Blvd to tis intersection with Church St. Thence, southerly along the centerline of Church St. to its intersection with the northeast corner of Lot 30 Woodcrest Sub No 1. Rec'd Liber 64 Page 37 O.C.R. and the northwest corner of Lot 1 Parklane Sub. Rec's Liber 63 Page 21 O.C.R. Thence, southerly along said lots common boundary to its intersection with the northeast corner of Lot 11 and the northwest corner of Lot 10 Woodcrest Sub. No. 3 Rec'd Liber 71 Page 30 O.C.R. Thence southerly along said lots common boundary and extended to Church St. Thence, southerly along the centerline of Church St. to its intersection with Kenwood St. Thence, westerly along the centerline of Kenwood St. to its intersection with Radcliff Ave. Thence, southerly along the centerline of Radcliff Ave. to its intersection with 9 Mile Rd. Thence, easterly along the centerline of 9 Mile Rd. to its intersection with Coolidge Hwy. Thence, northerly along the centerline of Coolidge Hwy. to its intersection with Oak Park Blvd. Also being the point of beginning.

- (b) Place of voting: Oak Park High School, 13701 Oak Park Boulevard.

Sec. 30-34. Precinct 8.

- (a) Precinct 8 shall include the following area: beginning at a the intersection of 9 Mile Rd. and Coolidge Hwy. Thence, southerly along the centerline of Coolidge Hwy. to its intersection with Pearson St. Thence, westerly along the centerline of Pearson St. to its intersection with Marlow Ave. Thence, southwesterly along the centerline of Marlow Ave. to its intersection with Stratford St. Thence northerly along the centerline of Stratford St. to its intersection with 9 Mile Rd. Thence, easterly along the centerline of 9 Mile Rd. to its intersection with Coolidge Hwy. Also being the point of beginning.
- (b) Place of voting: Oak Park High School, 13701 Oak Park Boulevard

Sec. 30-35. Precinct 9.

- (a) Precinct 9 shall include the following area: beginning at the intersection of Greenfield Rd. and James St. also being a point on the west boundary of the City of Oak Park. Thence, northerly along the west boundary of the City of Oak Park to its intersection with Oak Park Blvd. Thence, easterly along the centerline of Oak Park Blvd. to its intersection with Beverly Ave. Thence, southerly along the centerline of Beverly Ave. to its intersection with Park Ave. Thence, easterly along the centerline of Park Ave. to its intersection with Harding Ave. Thence, southerly along the centerline of Harding Ave. to its intersection with Rosemary Ave. Thence, easterly along the centerline of Rosemary Ave. to its intersection with Radcliff Ave. Thence, southerly along the centerline of Radcliff Ave. to its intersection with Kenwood St. Thence, easterly along the intersection of Kenwood St. to its intersection with Radcliff Ave. Thence, southerly along the centerline of Radcliff Ave. to its intersection with 9 Mile Rd. Thence, westerly along the centerline of 9 Mile Rd. to its intersection with Stratford St. Thence, southerly along the centerline of Stratford St. to its intersection with Marlow St. Thence, continuing southwesterly, then southerly along the centerline of Stratford St. to its intersection with James St. Thence, westerly along James St. to its intersection with Greenfield Rd. Also being the point of beginning.
- (b) Place of voting: Einstein Elementary School, 14001 Northend.

Sec. 30-36. Precinct 10.

- (a) Precinct 10 shall include the following area: beginning at the intersection of 8 Mile Rd. and Greenfield Rd. also being the Southwest corner of the City of Oak Park. Thence, easterly along the southern boundary of the City of Oak Park to its intersection with Coolidge Hwy. Thence, northerly along the centerline of Coolidge Hwy. to its intersection with Pearson St. Thence, westerly along the centerline of Pearson St. to its intersection with Marlow Ave. Thence, southwesterly along the centerline of Marlow Ave to its intersection with Stratford St. Thence, southwesterly then southerly along the centerline of Stratford St. to its intersection with James St. Thence, westerly along the centerline of James St. to its intersection with Greenfield Rd. also being a point on the west boundary of the City of Oak Park. Thence, southerly along the west boundary of the City of Oak Park to the Southwest corner of said city. Also being the point of beginning.
- (b) Place of voting: Einstein Elementary School, 14001 Northend.

Sec. 30-37. Precinct 11.

- (a) Precinct 11 shall include the following area: beginning at the intersection of 8 Mile Rd. and Coolidge Hwy. also being a point on the south boundary of the City of Oak Park. Thence, easterly, northerly, and easterly along said boundary to its intersection with Wyoming Ave. also being a point on the boundary of Oak Park School and Ferndale Public School Districts. Thence, northerly then westerly along said school districts boundary to its intersection with Scotia Rd. and 9 Mile Rd. Thence, westerly along the centerline of 9 Mile Rd. to its intersection with Eastwood Ave. Thence, northerly along the centerline of Eastwood Ave. to its intersection with Rosemary Blvd. Thence, westerly along the centerline of Rosemary Blvd. to its intersection with Coolidge Hwy. Thence, southerly along the centerline of Coolidge Hwy. to its intersection with 8 Mile Rd. also being a point on the south boundary of the City of Oak Park. Also being the point of beginning.
- (b) Place of voting: ~~Lessenger School~~ **Oak Park Alternative Education Center**, 12901 Albany.

Sec. 30-38. Precinct 12.

- (a) Precinct 12 shall include the following area: beginning at the intersection of 9 Mile Rd. and Scotia Rd. said point also being on the boundary of Oak Park School and Ferndale Public School Districts. Thence, northerly along said school district boundary to its intersection with Northville Blvd. Thence, westerly along the centerline of Northville Blvd. to its intersection with Moritz Ave. Thence, northerly along the centerline of Moritz Ave. to its intersection with Dartmouth St. Thence, westerly along the centerline of Dartmouth St. to its intersection with Coolidge Hwy. Thence, southerly along the centerline of Coolidge Hwy. to its intersection with Rosemary Blvd. Thence, easterly along the centerline of Rosemary Blvd. to its intersection with Eastwood Ave. Thence, southerly along the centerline of Eastwood Ave. to its intersection with 9 Mile Rd. Thence, easterly along the centerline of 9 Mile Rd. to its intersection with Scotia Rd. also being a point on the boundary of Oak Park School and Ferndale Public School Districts. Also being the point of beginning.
- (b) Place of voting: Oak Park Preparatory Academy, 23261 Scotia.

Sec. 30-39. Precinct 13.

- (a) Precinct 13 shall include the following area: beginning at the intersection of Northville Blvd. and Scotia Rd. said point also being on the boundary of Oak Park School and Ferndale Public School Districts. Thence, northerly, easterly, then northerly along said school district boundary to its intersection with 10 Mile Rd. and the northerly boundary of the City of Oak Park. Thence, westerly along said boundary to its intersection with Coolidge Hwy. Thence, southerly along the centerline of Coolidge Hwy. to its intersection with Dartmouth St. Thence, easterly along the centerline of Dartmouth St. to its intersection with Moritz Ave. Thence, southerly along the centerline of Moritz Ave. to its intersection with Northville Blvd. Thence, easterly along the centerline of Northville Blvd. to its intersection with the boundary of Oak Park School and Ferndale Public School Districts. Also being the point of beginning.
- (b) Place of voting: Oak Park Preparatory Academy, 23261 Scotia.

Sec. 30-40. Precinct 14.

- (a) Precinct 14 shall include the following area: beginning at the intersection of the east boundary of the City of Oak Park and Oak Park Blvd. Thence, northerly, westerly, northerly, then westerly along the

east and north boundary of the City of Oak Park to its intersection with the boundary of Oak Park School, Ferndale Public School, and Berkley School Districts. Thence, southerly then westerly along said school district boundary to its intersection with ~~Majestic St~~ **Manistee St**. Thence, southerly along the centerline of ~~Majestic St~~ **Manistee St**. to its intersection with Oak Park Blvd. Thence, easterly along the centerline of Oak Park Blvd .to its intersection with the east boundary of the City of Oak Park. Also being the point of beginning.

- (b) Place of voting: John F. Kennedy School, 24220 Rosewood.

Sec. 30-41. Precinct 15.

- (a) Precinct 15 shall include the following area: beginning at the intersection of 9 Mile Rd. and Scotia Rd. said point also being on the boundary of Oak Park School and Ferndale Public School Districts. Thence, northerly, then westerly along said school district boundary to its intersection with ~~Majestic St~~ **Manistee St**. Thence, southerly along the centerline of ~~Majestic St~~ **Manistee St**. to its intersection with 9 Mile Rd. also being a point on the boundary of Oak Park School and Ferndale Public School Districts. Thence, westerly along said school district boundary to its intersection with 9 Mile Rd. and Scotia Rd. Also being the point of beginning.
- (b) Place of voting: ~~Jackson Center~~ **Center for Advanced Studies and the Arts (CASA)**, 23561 Rosewood.

Sec. 30-42. Precinct 16.

- (a) Precinct 16 shall include the following area: beginning at the intersection of the east boundary of the City of Oak Park and Oak Park Blvd. Thence, southerly, westerly, southerly, westerly northerly, then westerly to its intersection with 9 Mile Rd. and ~~Majestic St~~ **Manistee St**. Thence, northerly along the centerline of ~~Majestic St~~ **Manistee St**. to its intersection with Oak Park Blvd. Thence, easterly along the centerline of Oak Park Blvd. to its intersection with the east boundary of the City of Oak Park. Also being the point of Beginning.
- (b) Place of voting: ~~Jackson Center~~ **Center for Advanced Studies and the Arts (CASA)**, 23561 Rosewood.

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.

Pursuant to Section 8.2 of the Home Rule Charter of the City of Oak Park, Michigan entitled Ordinances and resolutions, this Emergency Ordinance was introduced and enacted at a regular meeting of the City Council and shall take effect immediately upon the date of passage which action is necessary for the preservation of the public peace, health and safety.

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

T. Edwin Norris
City Clerk

Marian McClellan
Mayor

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

MOTION DECLARED ADOPTED

CITY ATTORNEY REPORT:

City Attorney Duff indicated she is requesting a Closed Session at the end of the meeting to discuss pending litigation regarding Michigan Tax Tribunal case Harmony Montessori v City of Oak Park.

CITY MANAGER'S REPORT:

Administration

(AGENDA ITEM #15A) Snow Emergency Ticket Fee. City Manager Tungate facilitated a discussion with Council regarding the fee associated with a ticket for failure to remove a vehicle from the street during a snow emergency. Mr. Tungate confirmed the fee in Oak Park is \$100 and this amount is consistent with neighboring communities. He indicated that Oak Park allows overnight street parking when some neighboring cities do not. Council discussed the fact that the ticket and fee exist for the safety of the residents and generally agreed that the ticket amount was appropriate. Mayor Pro Tem Levine indicated that the City may need to consider prohibiting parking on some streets during the winter months and Council Member Speech reminded everyone that overflow parking is available in specific city lots during snow emergencies. Mayor McClellan encouraged residents to contact Council if they have concerns regarding this issue.

(AGENDA ITEM #15A1) Item added to the Agenda. City Manager Tungate announced that the Community Center will be a "Warming Center" and will be available Monday through Thursday from 8:00 AM to 10:00 PM and Friday through Sunday 9 AM to 3:00 PM. when "feel like" temperatures are Ten degrees F or below.

Community & Economic Development

CM-01-012-15

(AGENDA ITEM #15B) GRANT APPLICATION AND LETTER OF COMMITMENT TO PARTICIPATE IN THE LIVABILITY SOLUTIONS BUILDING BLOCKS FOR SUSTAINABLE COMMUNITIES TECHNICAL ASSISTANCE GRANT - APPROVED

Motion by Speech, Seconded by Seligson, CARRIED UNANIMOUSLY, to support the grant application and letter of commitment to participate in the Livability Solutions Building Blocks for Sustainable Communities Technical Assistance Grant.

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

MOTION DECLARED ADOPTED

Community and Economic Development Manager Marrone reported that the Community and Economic Development Division is applying for the EPA's Livability Solutions Building Blocks for Sustainable Communities Technical Assistance Grant. She indicated the specific request is for assistance in planning a street diet along the Nine Mile Road corridor connecting Ferndale and Southfield. Matching support will come through participating city departments.

CM-01-013-15 (AGENDA ITEM #15C) REQUEST TO ACKNOWLEDGE THE MICHIGAN COUNCIL FOR ARTS AND CULTURAL AFFAIRS, THE NATIONAL ENDOWMENT FOR THE ARTS, AND THE ANTON ART CENTER, FOR THE SELECTION OF \$3,775 IN GRANT FUNDS FOR THE 2015 SUMMER CONCERT SERIES - APPROVED

Motion by Burns, Seconded by Levine, CARRIED UNANIMOUSLY, to acknowledge The Michigan Council for Arts and Cultural Affairs, The National Endowment for the Arts, and the Anton Art Center, for the selection of \$3,775 in grant funds for the 2015 Summer Concert Series

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

MOTION DECLARED ADOPTED

Ms. Marrone reported Community and Economic Development in partnership with Recreation has been selected to receive a grant in the amount of \$3,775 from the State of Michigan Council for Arts and Cultural Affairs (MCACA) that will help fund a newly created summer concert series.

CALL TO THE AUDIENCE:

Beverly Miller, 13231 Oak Park Blvd., expressed concerns about power outages that occurred at her home on Christmas Eve and asked about snow removal that may be available for seniors. She was reminded that the Recreation Department may have suggestions for assistance.

Ed Bas, 24250 Kipling, stated that the street lights between City Hall and the Library are not working.

Cheryl Weiss, 24101 Norwood, announced that there will be a new Oak Park blog available next week through Oak Park Neighbors Facebook group.

Dawn Sketch, 24241 Cloverlawn, thanked the City for the new bus stop shelters recently erected, promoted the upcoming Winterfest and encouraged participation in Summerfest that will take place in August.

Joyce Bannon, 10611 Troy, asked about the newsletter and calendar and reminded everyone that seniors need to receive city information by methods alternative to the internet.

CALL TO THE COUNCIL:

Mayor ProTem Levine wished everyone good night and to please drive safely.

Council Member Speech wished everyone a Happy New Year and reminded everyone to provide their current phone numbers if they desire computerized messaging from the City.

Council Member Burns thanked everyone for coming out and to please dress warmly during these very cold days.

Council member Seligson thanked city staff for all they do and wished everyone a good night.

Mayor McClellan also encouraged everyone to provide the City with their telephone numbers in order to receive important computerized messaging. She reported on the "My Oak Park Art Contest" that partners with the Oak Park School District and will take place in February and concluded by wishing everyone a Happy New Year.

CLOSED SESSION:

**CM-01-014-15 MOTION TO ADJOURN INTO CLOSED SESSION TO DISCUSS
PENDING LITIGATION REGARDING MICHIGAN TAX TRIBUNAL
CASE HARMONY MONTESSORI V CITY OF OAK PARK
- APPROVED**

Motion by Speech, Seconded by Levine, CARRIED UNANIMOUSLY, to adjourn into Closed Session to discuss pending litigation regarding Michigan Tax Tribunal case Harmony Montessori v City of Oak Park.

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

MOTION DECLARED ADOPTED

The Closed Session began at 7:37 PM. The Regular Meeting reconvened at 7:45 PM.

CM-01-015-15 CLOSED SESSION MINUTES - APPROVED

Motion by Burns, seconded by Levine, CARRIED UNANIMOUSLY, to approve the minutes of the 1-5-15 Closed Session.

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

MOTION DECLARED ADOPTED

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:47 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
35th OAK PARK CITY COUNCIL
January 5, 2015
6:00 P.M.**

MINUTES

This Special Meeting of the 35th Oak Park City Council was held in the Executive Conference Room in City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237.

Notice of this Special Meeting was given in compliance with the provisions of Act 267 of the Public Acts of Michigan, 1976, as amended, the "Open Meetings Act".

The Special Meeting was called to order by Mayor McClellan at 6:03 P.M.

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

ABSENT: None

ALSO PRESENT: City Manager Tungate, City Clerk Norris, City Attorney Duff, Assistant
City Manager Yee and Community and Economic Development
Manager Marrone

SPECIAL BUSINESS:

Corridor Improvement Authority Discussion and Tax Increment Financing Recommendation

Mayor McClellan welcomed Amy Sullivan, City Manager from Huntington Woods, who was present to participate in the discussion.

City Manager Tungate indicated that the recommendation to implement a Corridor Improvement Authority (CIA) in Oak Park was a result of the Economic Development Strategic Planning that took place earlier in the year. Mr. Tungate introduced Kim Marrone, Community and Economic Development Manager who facilitated the discussion.

Ms. Marrone began the discussion by presenting a report on plans to implement a Corridor Improvement Authority. A complete copy of the report is on file with the City Clerk.

The presentation included details regarding CIA Qualifications, Board Composition, Tax Increment Financing, Other Funding Sources, Projects, Illustrations and Next Steps. The Corridor would consist of businesses along parts of Coolidge, Nine Mile and Eleven Mile Roads.

One aspect of the CIA plan would be to partner with the City of Huntington Woods and it was noted that a presentation would be made to their City Council on January 13th.

There was general consensus to proceed with the Corridor Improvement Authority Plan as presented.

CALL TO THE AUDIENCE:

There were no members of the audience wishing to speak.

ADJOURNMENT:

The Special Meeting adjourned at 6:45 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

MERCHANT'S LICENSES – JANUARY 20, 2015

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEE
FAST REFUND TAX SERVICES	21910 GREENFIELD #107	150.00
HIDDEN TREASURES RES SPECIALTY SHOP	25900 GREENFIELD #116	150.00
BOOST MOBILE	24725 COOLIDGE	150.00
BMX METALS	21700 GREENFIELD #351	150.00
NAYRA DIAMONDS AND JEWELRY	21700 GREENFIELD #303	150.00

RENEWALS

STELLA'S ALTERATIONS	25900 GREENFIELD #114	150.00
EASTER SEALS	12718 NINE MILE	150.00
SAS CELLULAR	13825 NINE MILE	150.00
STEP INTO THE TREND	21700 GREENFIELD #105	150.00
7-11 #13486	15350 LINCOLN	150.00
B'S VANITY HAIR SALON	10851 TEN MILE	150.00
OAK PARK DIALYSIS	13481 TEN MILE	150.00
NEW STYLE AFRICAN BRAIDING	21700 GREENFIELD #106A	150.00
ASCENSION BIBLES & BOOKS	8960 NINE MILE	150.00
OAK PARK MARATHON GAS STATION	26700 GREENFIELD	150.00
SECURITY CENTRAL PROTECTION	12821 CAPITAL	150.00
LINCOLN AUTO CENTER	25761 COOLIDGE	150.00
BOOK BEAT	26010 GREENFIELD	150.00
SPEEDWAY #8814	24771 COOLIDGE	150.00
FINE FURNITURE RESTORATION	13751 ELEVEN MILE	150.00
VICTORY PHYSICAL THERAPY	23300 GREENFIELD #105	150.00
GOLD STAR PRODUCTS	21680 COOLIDGE	150.00
DEBORAH HECHT, LLC	25907 COOLIDGE	150.00
H. O. TRERICE CO	12950 EIGHT MILE	150.00
GOLDIES	13630 EIGHT MILE	150.00
SNEAKER VILLA	26196 GREENFIELD	150.00
MARGARET HEPKE, D.O., P.C.	8750 NINE MILE	150.00
LEE BEAUTY SUPPLY OF GREENFIELD	26118 GREENFIELD	150.00
GLR OF NORTHVILLE	26500 HARDING	150.00
MOTOR WORKS	13350 NORTHEND	150.00
KRAVINGS	25270 GREENFIELD	150.00
GLORY SUPERMARKET	22150 COOLIDGE	150.00
B.A.P.I.	13301 NORTHEND	150.00
CURV BELLA BOUTIQUE	8560 NINE MILE	150.00
EMBASSY MOTEL	14380 EIGHT MILE	150.00
AUDITORY INSTRUMENTS	13261 CLOVERDALE	150.00
AMERICAN EXHAUST SYSTEMS	15441 NINE MILE	150.00
MECO METALS	21430 COOLIDGE	150.00
AZAR JEWELRY	21700 GREENFIELD #368	150.00
HAGOPIAN & SONS	14000 EIGHT MILE	150.00
DALLAS DESIGNS SALON	13831 NINE MILE	150.00
DESIGNER SUITE	23130 COOLIDGE	150.00

ALLWELL PHYSICAL THERAPY & REHAB	21700 GREENFIELD #257	150.00
QUICK CASH & MORE	13710 NINE MILE	150.00
GREAT EXPRESSIONS DENTAL CARE	13231 TEN MILE	150.00
SUBWAY	13311 TEN MILE	150.00
MODERN STAMPS	25900 GREENFIELD #136	150.00
LAN SHOES	23061 COOLIDGE	150.00
FREEDOM CLEANERS	24681 COOLIDGE	150.00
OFFICE DEPOT #617	21110 GREENFIELD	150.00
EXCELL INSULATION	10670 NINE MILE	150.00
BRICCO EXCAVATING	21201 MEYERS	150.00
WOODSHED STUDIOS	8130 NINE MILE	150.00
DEPENDABLE GAGE & TOOL	15321 ELEVEN MILE	150.00
FINDINGS OUTLET	21990 GREENFIELD	150.00
SAMARITAN HOMES	22610 ROSEWOOD	150.00
DUNKIN DONUTS	25170 GREENFIELD	150.00
SHOE RACK OUTLET	13291 TEN MILE	150.00
KRAMAR JEWELRY	21700 GREENFIELD #345	150.00
EZEE SET WOOD PRODUCTS	21650 COOLIDGE	150.00
BMX METALS	21700 GREENFIELD #351	150.00
HIDDEN TREASURES SPECIALTY SHOP	25900 GREENFIELD #116	150.00
BOOST MOBILE	24725 COOLIDGE	150.00
EASTER SEALS OF MICHIGAN	12718 NINE MILE	150.00
AN DES NEW YOU BEAUTY CULTURE	15411 NINE MILE	150.00
SHELBY'S EXTRAORDINAIRE	21700 GREENFIELD #114A	150.00
COMMUNITY CENTER CLASSROOMS & OFFICES	10780 NINE MILE	150.00
PLASKEY PAINTERS	14669 ELEVEN MILE	150.00
CVS PHARMACY #8106	23001 COOLIDGE	150.00
AUTO ZONE	22150 GREENFIELD	150.00
GRACE FASHIONS	23059 COOLIDGE	150.00
DESIGN METAL	10841 CAPITAL	150.00
MERCURY DRUGS	22150 COOLIDGE	150.00
CASH NOW X	13720 EIGHT MILE	150.00
A HEAD OF EXSALONCE	25201 COOLIDGE	150.00
STARMAX	13221 NORTHEND	150.00
MODERN NAILS	13720 NINE MILE	150.00
GOLDEN HANDS OF REGINA	21700 GREENFIELD #204	150.00
LOR'EL-N-LADONS	21700 GREENFIELD #441	150.00
SUKHOTHAI RESTAURANT	25226 GREENFIELD	150.00
U WASH DEVELOPMENT	15450 TEN MILE	150.00
THE BLOUSE HOUSE	21700 GREENFIELD #112	150.00
IT'S ALL ABOUT YOU	8320 NINE MILE	150.00
CASH GIANT OF OAK PARK	23160 COOLIDGE	150.00
RAM JEWELRY	21600 GREENFIELD #105A	150.00
BINNO & BINNO INVESTMENT CO	10850 NINE MILE	150.00



OAK PARK PUBLIC LIBRARY

OCTOBER 2014 MONTHLY STATISTICS



Library Cards Issued

20,028

Cards Added This Month

115

CIRCULATION	November 2013	PREVIOUS YEAR TO DATE	November 2014	CURRENT YEAR TO DATE	PERCENT +/- (YR)
ADULT BOOKS	3,122	15,307	2,354	14,114	-25%
CHILDREN'S BOOKS	2,673	12,441	2,182	12,590	-18%
YOUNG ADULT BOOKS	401	2,409	451	2,424	12%
LARGE PRINT BOOKS	119	595	58	390	-51%
MAGAZINES	163	1,009	98	698	-40%
TOTAL PRINT CIRCULATION	6,478	31,761	5,143	30,216	-21%
PLAYAWAYS	59	244	29	286	-51%
ADULT COMPACT DISKS	112	751	122	797	9%
CHILDREN'S COMPACT DISKS	11	55	11	69	0%
ADULT VIDEOS & DVDs	1,134	5,209	664	4,418	-41%
CHILDREN'S VIDEOS & DVDs	321	1,457	269	1,799	-16%
ADULT BOOKS ON CD	351	1,691	227	1,304	-35%
CHILDREN'S BOOKS ON CD	22	182	53	262	141%
CHILDREN'S BOOK & CD SETS	27	108	44	136	63%
TOTAL NON-PRINT CIRCULATION	2,037	9,697	1,419	9,071	-30%
TOTAL ADULT MATERIALS CIRCULATION	5,060	24,806	3,552	22,007	-30%
TOTAL CHILDREN'S MATERIALS CIRCULATION	3,054	14,243	2,559	14,856	-16%
TOTAL TEEN MATERIALS CIRCULATION	412	2,456	462	2,493	12%
TOTAL CIRCULATION	8,524	41,505	6,573	39,356	-23%

FINANCIAL	November 2013	PREVIOUS YEAR TO DATE	November 2014	CURRENT YEAR TO DATE	PERCENT +/- (YR)
TOTAL REVENUE (Fines, Fees, etc.)	\$1,231.65	\$ 6,654.71	\$ 1,715.50	\$ 8,319.81	39%

INTERLIBRARY LOAN	November 2013	PREVIOUS YEAR TO DATE	November 2014	CURRENT YEAR TO DATE	PERCENT +/- (YR)
ITEMS BORROWED FROM OTHER LIBRARIES	1212	5590	602	4,277	-50%
ITEMS LOANED TO OTHER LIBRARIES	697	4,186	525	3,932	-25%

PATRON ASSISTANCE	November 2013	PREVIOUS YEAR TO DATE	November 2014	CURRENT YEAR TO DATE	PERCENT +/- (YR)
ADULT REFERENCE	1,403	6,363	1,166	5,499	-17%
YOUTH REFERENCE	144	1,079	13	106	-91%
TOTAL	1,547	7,442	1,179	5,605	-24%

INVENTORY	November 2013	PREVIOUS YEAR TO DATE	October 2014	November YEAR TO DATE	PERCENT +/- (YR)
ADULT BOOKS ADDED	142	819	139	670	30%

WITHDRAWN	44	625	59	1,972	389%
YOUTH BOOKS ADDED	120	665	264	638	335%
WITHDRAWN	74	938	27	489	-92%
TOTAL # OF ADULT BOOKS	52,511	52,511	51,033	50,953	-3%
TOTAL # OF CHILDREN'S BOOKS	42,564	42,564	43,772	43,535	3%
TOTAL BOOKS AVAILABLE	95,075	95,075	94,805	94,488	0%
PLAYAWAYS ADDED	0	0	0	0	N/A
PLAYAWAYS WITHDRAWN	0	0	0	9	N/A
TOTAL PLAYAWAYS AVAILABLE	335	335	326	326	-3%
CDs ADDED	5	33	27	28	440%
CDs WITHDRAWN	0	0	0	30	N/A
TOTAL CDs AVAILABLE	2,620	2,624	2,633	2,606	0%
DVDs ADDED	20	161	21	113	5%
VIDEOS & DVDs WITHDRAWN	0	0	0	0	N/A
TOTAL VIDEOS & DVDs AVAILABLE	3,853	3,876	4,154	4,133	8%
ADULT BOOKS ON CD ADDED	4	38	7	38	75%
ADULT BOOKS ON CD WITHDRAWN	0	0	0	12	N/A
TOTAL ADULT BOOKS ON CD AVAILABLE	1,991	1,997	2,095	2,088	5%
YOUTH BOOKS ON TAPE & CD ADDED	0	8	0	1	N/A
YOUTH BOOKS ON TAPE & CD WITHDRAWN	0	0	0	0	N/A
TOTAL YOUTH BOOKS ON TAPE & CD AVAILABLE	457	459	501	501	10%
YOUTH MEDIAKITS ADDED	0	0	0	0	N/A
YOUTH MEDIAKITS WITHDRAWN	0	0	0	0	N/A
TOTAL MEDIAKITS AVAILABLE	334	334	334	334	0%
TOTAL MATERIALS AVAILABLE	104,700	104,700	104,848	104,476	0%



OAK PARK PUBLIC LIBRARY BOARD of DIRECTORS MEETING

November 18, 2014 at 7 P.M.
in the Staff Kitchen, Oak Park Public Library

MINUTES

PRESENT: Rice, Francisco, Barton, Burns, Chudnow, Director Bowman.

Meeting called to order at 7:01 P.M. Adjourned: 8:24 pm
Minutes from last two month's meeting read & approved.

CORRESPONDENCE & CALL TO PUBLIC: None

LIBRARY DIRECTOR'S REPORT: last month's Monthly Statistics & Monthly Report approved.

OLD BUSINESS:

- A. QSAC – Director Brandon Bowman provided all board members with the Quality Standards Audit Checklist provided by the Library of Michigan. He asked if board members would look it over and see if this was a direction that the board would be interested in pursuing. Will follow up on this at December's meeting.
- B. Policy and Procedure Manual – As part of the QSAC standards, Director Bowman is continuing to update the library policies and procedures, and should be able to start bringing polices for approval starting in the first quarter of 2015.
- C. 501(c)3 – Director Bowman continues to work with the Friends of the Oak Park Library to change the organization over to a 501(c)3 non-profit. Incoming president Ben Vineberg is very enthusiastic about this change and has offered the services of another lawyer to help expedite paperwork.
- D. Library Signs – Director Bowman updated the board on the status of the library signs. New sign holders have been placed on either side of the main doors, the large Code of Conduct sign has been approved and is will be printed this month, and the self-check out sign has been delivered and is ready for installation.

NEW BUSINESS:

- A. Preliminary Budget Discussion – Director Bowman discussed with the board some preliminary topics of discussion.
 - a. Motion by Rice, seconded by Chudnow to begin the December board meeting earlier to allow the members more time to go over the budget prior to recommendations to Director Bowman. Meeting in December will now be at 6:30pm in Room 4 to allow for public audience to be present. Unanimous consent.
- B. Youth Services Librarian – Charli Osborne started on the 20th of October. She has been very busy with arranging things in preparation for programming to start in the first of the year. She comes with an impeccable credentials.

- C. Page/Librarian Staffing – Director Bowman has been in discussion with new HR Director Vicky Brooks about filling the three open positions, 1 part-time page and 2 part-time librarians. Director Bowman is hoping that these positions can be filled within the next month, at the latest as we have had these vacancies for a while.
- D. Employee of the Month – Irina Kushner, Adult Services Librarian, was honored at last month's City Council Meeting as an exemplary employee. It was a very great honor for her, and a well-deserved acknowledgement of her valued service to the library.
- E. Printing Costs/ DVD Costs- Discussion on the need for increasing of costs for printing/DVD rentals. Director Bowman presented information on what local libraries are charging for both services.
 - a. Motion by Francisco, Seconded by Rice to increase printing costs to \$.15 from \$.10. Roll Call vote: Motion carried unanimously.
 - b. Motion by Francisco, Seconded by Rice to charge \$3.00 dollars for 5 days for new release movies. Roll Call vote: Ayes- Rice, Francisco, Chudnow, Barton
Nay: Burns
 - c. Motion by Francisco, Seconded by Barton to decrease the limit on DVD's to be checked out from 10 to 5, with no more than 3 being current new release movies. Unanimous consent.
- F. Election of Officers – Election of Officers has been tabled until the December meeting.
- G. Card Linking – Discussion on grouping all cards from one household into a collective account for fine purposes. Director Bowman stated that many libraries do this to decrease loss of materials due to "card-hopping" by family members.
 - a. Motion by Rice, Seconded by Barton to link cards by household and Alternate ID within the Workflow's system. Unanimous consent.

OTHER:

- A. Councilmember Burns brought to the board's attention that she had received some letters of concern from community members in regards to the fact that people have been finding items returned to the library on their accounts. Director Bowman explained the process of how we do shelf-check to ensure that items are located quickly when the patron notifies us. Councilmember Burns said that one of these individuals had been sent to collections. Director Bowman said that in order for a person to be sent to collections, they would have already received notifications from the library detailing the items in question and we only do collections after receiving no communication from an individual. Per the direction of the board, Director Bowman will receive the patrons information from Councilmember Burns and follow up with them as soon as possible.

Next meeting: Tuesday, December 16, 2014 at 6:30 P.M. in the Room 4 of the Recreation Center.

Respectfully submitted,
Brandon Bowman, Library Director



CITY OF OAK PARK

DEPARTMENT OF COMMUNITY &
ECONOMIC DEVELOPMENT

FORMER LEVINE
Council Members
Michael M. Seigson
Keisha Speech
Carolyn Burns
City Manager
Erik Tungate

Meeting of the Oak Park Ethnic Advisory Commission 7 PM Thursday, December 11, 2014 Oak Park Community Center

1. Chairperson called meeting to order at 7:11 p.m.
 - i. Present: Chairperson Nathaniel Warshay, Carl Allwood, Juanita Bell, Mattie Boykin, Rosetta Kincaid, Sudha Chandra Sekhar, Lana Sherman, Mattie Boykin LonnieTabb-Upshaw.
Not Present: Reatha Richmond – excused, Leona Burns and Christopher Davis.
City Council: No members of the Council were present.
 - ii. Approval of Agenda – **Motion by Ms. Sekhar and Second by Ms. Bell. Motion Passed**
 - iii. Approval of Minutes of June 12, 2014
Motion by Ms. Sherman and Second by Ms. Sekhar. Motion passed
2. 2014 – 2015 Program – update/progress
 - i. Programming that appears to be in place include World Dance Day and the EAC’s “Taste of Oak Park” portion of the SummerFest.
 - i. World Dance Day will occur Wednesday, April 29, 2015, at the Oak Park Community Center. Ms. Sekhar continues to chair this event for the EAC. Ms. Bell noted that a program should be available for the January EAC meeting. In addition, it was discussed that a sound system be made available to the dancers, and that the Commission make refreshments available again.
 - ii. In discussing SummerFest participation, the Commission did not feel that it had been voted upon previously. Hence, a vote was taken about EAC participation in organizing food vendors through the Taste of Oak Park for the event. **Ms. Bell moved that the Commission participate. Ms. Tabb-Upshaw. The motion passed.**
 - iii. Ms. Tabb-Upshaw will chair the EAC subcommittee on the Taste Fest. She will report at the February Commission meeting
3. Resignation of Michael Weiss, Rifky Tkatch and Anita Warner from the Commission.
Commissioner Sherman mentioned that Leona Burns told her previously that she intended to resign from the Commission. We ask that staff follow up with Ms. Burns.
4. Comments from the Public – there were none; no one from the public attended the meeting.
5. Next Meeting: 7 p.m. Thursday, January 8.
 - i. It was requested that all meeting dates for the coming year be posted on upcoming agendas.

Dates for 2015 are:

January 8

February 12

March 12

April 9

May 14

June 11

July 9

August 13

September 10

October 8

November 12

December 10.

- ii. It was suggested that the Commission look at activities for the coming year and consider selecting meetings that will be less important for cancellation requests to City Council.
- iii. **Ms. Bell moved to put officer elections and by-laws on the January 8, 2015, EAC meeting agenda. Second by Ms. Sherman. The motion passed.**
- iv. Ms. Sekhar offered to provide a short presentation at the January 8, 2015, Commission meeting on Makara Sankranti, the Hindu festival marking the transition of the Sun into the zodiac sign of Makara rashi (Capricorn) on its celestial path. The day is also believed to mark the arrival of spring in India and is a traditional. Makara Sankranti is a solar event making one of the few Indian festivals which fall on the same date in the Gregorian calendar every year: 14 January, with some exceptions when the festival is celebrated on 13 or 15 January. There will be an event the weekend following the Commission meeting in Madison Heights. Ms. Sekhar's presentation should be placed on the January agenda.
- v. SummerFest – Taste of Oak Park – is to be on the February Commission meeting agenda. Ms. Tabb-Upshaw will lead that discussion.

6. Good and Welfare.

7. Adjournment – 7:56 p.m.



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: January 20, 2015

AGENDA #

SUBJECT: Request to cancel the January 27, 2014 Zoning Board of Appeals meeting.

DEPARTMENT: Community & Economic Development, Planning Division

SUMMARY: The Chairperson of the Zoning Board of Appeals is requesting the January 27, 2015 Zoning Board of Appeals meeting be cancelled. There is no business scheduled before the Zoning Board of Appeals.

RECOMMENDED ACTION: The City Council consider accepting the request of the Chairperson of the Zoning Board of Appeals and cancel the January 27, 2015, regularly scheduled meeting.

APPROVALS:

City Manager: _____

Director: _____

Finance Director: _____

EXHIBITS:



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: January 20, 2015

AGENDA #

SUBJECT: Request authorization to bid lawn and landscape maintenance and other related items of work.

DEPARTMENT: DPW – KJY

SUMMARY: Bid documents are being prepared for the City's lawn and landscape maintenance and other related items of work such as holiday lighting.

FINANCIAL STATEMENT: There is funding available in the Major Street Fund, Water and Sewer Fund, and Public Works Other Parks budget for these expenditures.

RECOMMENDED ACTION: It is recommended that the request to advertise for bids for lawn and landscape maintenance and other related items of work as described above be approved. Funding is available in the Major and Local Street Funds, Water and Sewer Fund, and Public Works budget.

APPROVALS:

City Manager: _____

Department Director: _____

Finance Director: _____

EXHIBITS: none

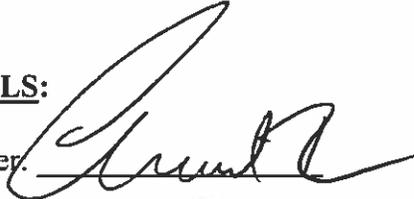
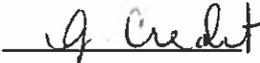
**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF: January 20, 2015****AGENDA #****SUBJECT: Creation of an Industrial Development District for property located at 21750 Coolidge, Oak Park, Michigan 48237****DEPARTMENT: Finance/Assessing****SUMMARY:**

Obtaining an Industrial Facilities Tax Exemption Certificate is a two-step process. The first step is the establishment of an Industrial Development District. On December 17, 2001, City Council established an Industrial Development District (01-01) for the property located at 21750 Coolidge with the intent that said district would expire and become null and void December 30, 2014.

On January 12, 2015, MP Acquisition LLC requested the creation (renewal) of an Industrial Development District for the 21750 Coolidge property so they can proceed with the second step, which is the application for an Industrial Facilities Tax Exemption Certificate.

FINANCIAL STATEMENT:**RECOMMENDED ACTION:**

To have City Council schedule a public hearing on February 16, 2015 for consideration of creating an Industrial Development District.

APPROVALS:City Manager: Finance Director: **EXHIBITS: Application for establishment of an Industrial Development District.**

CITY OF OAK PARK
Application For Establishment of a Plant Rehabilitation
or Industrial Development District

1. Applicant (Company Name) MP Acquisition LLC

Applicant Address 21750 Coolidge Hwy
Oak Park, MI 48237

Address of Proposed Project 21750 Coolidge Hwy
Oak Park, MI 48237

2. Legal Description of Proposed District:
T1N, R11E, SEC 32 N 130 FT OF S 527 FT
OF W 1/4 OF NW 1/4 EXC W 60 FT IN
RD 1.84 A

3. Do you own the Property? Yes _____ No X

Please Supply copies of applicable documents: Deed, Land Contract,
Purchase Agreement, Option, other.

4. Type of District Requested: X Industrial Development _____ Plant Rehabilitation _____

5. Description of Proposed Project including product proposed to be manufactured
size and general description of Project: (Attach separate sheet if necessary)

Improvements to the Facility including, but
not limited to, upgrades to electrical capacity and
reorganization of shop floor. The improvements to
the building will aid in the installation of new
laser cutter and press brake machines. The laser
Cutter, Mitsubishi 3015E x 45 CFR, will be used
to cut stainless steel. The press brake, LVD Strippit,
PPEC-L 135/30 Ansi, will be used to form stainless steel.

6. Give an estimated cost of the following components for the proposed project:
(Do not include land costs)

Land Improvements (Parking, Lighting, etc.)
Building
Machinery & Equipment
Furniture & Fixtures

0
\$160,000
\$750,000
0

If request for district establishment is granted, itemized cost figures will be required when application for location for Industrial Facilities Exemption Certificate is filed.

7. Time Schedule for Start and Completion of Construction and Equipment Installation:

Building

Start Date:

1/28/14

Completion Date:

9/10/14

Equipment Installation:

Start Date:

8/04/14

Completion Date:

8/31/14

8. Will project buildings be owned _____ or leased X by applicant?

Will machinery & equipment be owned X or leased _____ by applicant?

If either item above will be leased, applicant must be responsible for taxes in order to apply for an Exemption Certificate. A complete unaltered copy of leases will be required when application for Industrial Facilities Exemption Certificate is filed.

9. How many employees do you currently have?

103

How many employees will you have when this project is completed?

3

When project is completed what number of employees will be:

Management/Professional:

15

Skilled:

28

Semi-skilled:

8

Un-skilled:

6

Office:

7

10. TOTAL ESTIMATED ANNUAL PAYROLL?

\$ 3,000,000

11. If this request is for a Plant Rehabilitation District, please complete the following:

Current year SEV of Personal Property

Current year SEV of Real Property (excluded)

NAME OF COMPANY OFFICER

Jane Van Dusen

TITLE

Interim CEO

SIGNATURE

Jane Van Dusen

DATE

1/7/2015

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF: January 20, 2015****AGENDA #**

SUBJECT: Application of MP Acquisition, LLC for an Industrial Facilities Tax Exemption Certificate for property located at 21750 Coolidge, Oak Park, Michigan 48237

DEPARTMENT: Finance/Assessing

SUMMARY:

On January 12, 2015 our office received a copy of an application for an Industrial Facilities Tax Exemption Certificate from MP Acquisition, LLC, requesting an exemption for real and personal property for a period of ten (10) years. The total estimated cost of the real and personal property costs is \$909,667. Installation was completed September 10, 2014.

FINANCIAL STATEMENT:**RECOMMENDED ACTION:**

To have City Council schedule a public hearing on February 16, 2015 for consideration of granting an Industrial Facilities Tax Exemption Certificate for Personal Property Only.

APPROVALS:

City Manager:

A handwritten signature in black ink, appearing to read "C. Reed", written over a horizontal line.

Finance Director:

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

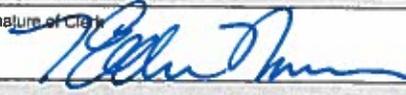
EXHIBITS: Application for Industrial Facilities Tax Exemption Certificate with attached correspondence.

Copy of \$650 application fee.

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk 	Date Received by Local Unit <u>January 12, 2015</u>
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) MP Acquisition, LLC		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 423450	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 21750 Coolidge Hwy, Oak Park, MI, 48237		1d. City/Township/Village (indicate which) City	1e. County Oakland
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment		3a. School District where facility is located Oak Park	3b. School Code 190
		4. Amount of years requested for exemption (1-12 Years) 10 years	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

The facility is a manufacturing plant that was improved to facilitate the addition of new equipment. The plant had to be reorganized to accommodate the space required for the new equipment. The electrical capacity of the building was increased as well. The new equipment includes a new press brake, laser cutter, dust collector and lift table.

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	161,818
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	747,849
6c. Total Project Costs * Round Costs to Nearest Dollar	909,667
	Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements	<u>01/28/2014</u>	<u>09/10/2014</u>	<input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased
Personal Property Improvements	<u>08/04/2014</u>	<u>08/31/2014</u>	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

9. No. of existing jobs at this facility that will be retained as a result of this project. 0	10. No. of new jobs at this facility expected to create within 2 years of completion. 3
---	---

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	<u>N/A</u>
b. TV of Personal Property (excluding inventory)	<u>N/A</u>
c. Total TV	<u>N/A</u>

12a. Check the type of District the facility is located in:

Industrial Development District Plant Rehabilitation District

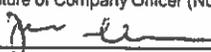
12b. Date district was established by local government unit (contact local unit)

12c. Is this application for a speculative building (Sec. 3(8))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Mike Federspiel	13b. Telephone Number 248-284-0825	13c. Fax Number 248-291-2051	13d. E-mail Address mfederspiel@mopec.com
14a. Name of Contact Person Jane VanDusen	14b. Telephone Number 248-284-0810	14c. Fax Number 248-291-2051	14d. E-mail Address jvandusen@mopec.com
▶ 15a. Name of Company Officer (No Authorized Agents) Jane VanDusen			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number 248-291-2051	15d. Date 1/08/2015
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 21750 Coolidge Hwy, Oak Park, MI, 48237		15f. Telephone Number 248-284-0810	15g. E-mail Address jvandusen@mopec.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Total Project Cost

Beginning Installation Date	Amount	Vendor	Description	Category
1/27/2014	\$ 2,933.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
8/14/2014	\$ 15,900.00	MC Machinery Systems	EX Table work lifter system	Personal Property Cost
1/28/2014	\$ 15,000.00	A PLUS INSTALLATIONS INC	Knock down/rebuild mccuskers offic	Real Property Cost
1/29/2014	\$ 2,145.50	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
2/12/2014	\$ 1,980.00	D&D Machinery Movers	Reorganization Costs	Real Property Cost
7/29/2014	\$ 348.50	ACS Cleaning Specialists	Ductwork For Laser Dust Collector	Personal Property Cost
2/14/2014	\$ 3,500.00	Broedell Plumbing	Reorganization Costs	Real Property Cost
2/18/2014	\$ 434.26	Voucher	Reorganization Costs	Real Property Cost
3/10/2014	\$ 2,153.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/10/2014	\$ 750.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/25/2014	\$ 3,710.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
5/2/2014	\$ 21,000.00	MC Machinery Systems	Torrit Dust Collector	Personal Property Cost
5/2/2014	\$ 549,000.00	MC Machinery Systems	Mitsubishi Laser	Personal Property Cost
5/19/2014	\$ 154,365.00	Strippit	LVD Strippit Press Brake	Personal Property Cost
5/2/2014	\$ 4,812.50	D & D Machinery	Freight for Laser	Personal Property Cost
3/27/2014	\$ 6,652.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 22,400.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 20,000.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 14,862.50	DITRI ELECTRIC	Install of Wiring and Amp switch	Real Property Cost
4/14/2014	\$ 1,401.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
4/14/2014	\$ 1,950.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
4/15/2014	\$ 4,321.84	Broedell Plumbing	Reorganization Costs	Real Property Cost
4/28/2014	\$ 2,584.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
5/2/2014	\$ 542.88	E00037 JVD	Glass Block windows for laser	Real Property Cost
5/18/2014	\$ 820.61	Encoder ELGO	Software for Laser	Personal Property Cost
5/31/2014	\$ 875.00	METRO AIR	25% Complete move overhead piping	Real Property Cost
6/19/2014	\$ 2,695.00	D&D Machinery movers	Reorganization Costs	Real Property Cost
7/3/2014	\$ 3,875.00	B-Line Electric	Consulting and engineering for Laser	Real Property Cost
7/25/2014	\$ 37,302.46	B-Line Electric	Engineering and materials for Laser	Real Property Cost
5/24/2014	\$ 531.45	WESCO	LIFT TABLE	Personal Property Cost
5/24/2014	\$ 1,070.45	WESCO	LIFT TABLE	Personal Property Cost
8/29/2014	\$ 2,045.00	METRO AIR	100% Complete move overhead piping	Real Property Cost
9/3/2014	\$ 1,900.00	B-Line Electric	DTE cross over to new service	Real Property Cost
9/3/2014	\$ 5,347.00	B-Line Electric	Transformer replacement	Real Property Cost
9/9/2014	\$ 459.00	B-Line Electric	Press brake lamp	Real Property Cost
Total	\$ 909,666.95			

Total Real Property Cost

Beginning Installation Date	Amount	Vendor	Description	Category
1/28/2014	\$ 2,933.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
1/28/2014	\$ 15,000.00	A PLUS INSTALLATIONS INC	Reorganization Costs	Real Property Cost
1/29/2014	\$ 2,145.50	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
2/12/2014	\$ 1,980.00	D&D Machinery Movers	Reorganization Costs	Real Property Cost
2/14/2014	\$ 3,500.00	Broedell Plubming	Reorganization Costs	Real Property Cost
2/18/2014	\$ 434.26	Voucher	Reorganization Costs	Real Property Cost
3/10/2014	\$ 2,153.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/10/2014	\$ 750.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/25/2014	\$ 3,710.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 6,652.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 22,400.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 20,000.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
3/27/2014	\$ 14,862.50	DITRI ELECTRIC	Install of Wiring and Amp switch	Real Property Cost
4/15/2014	\$ 4,321.84	Broedell Plubming	Reorganization Costs	Real Property Cost
4/28/2014	\$ 2,584.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
5/2/2014	\$ 542.88	E00037 JVD	Glass Block windows for laser	Real Property Cost
5/31/2014	\$ 875.00	METRO AIR	25% Complete move overhead piping	Real Property Cost
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7/3/2014	\$ 3,875.00	B-Line Electric	Consulting and engineering for Laser	Real Property Cost
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4/14/2014	\$ 1,950.00	DITRI ELECTRIC	Electrical Improvement Costs	Real Property Cost
9/3/2014	\$ 1,900.00	B-Line Electric	DTE cross over to new service	Real Property Cost
9/3/2014	\$ 5,347.00	B-Line Electric	Transformer replacement	Real Property Cost
9/9/2014	\$ 459.00	B-Line Electric	Press brake lamp	Real Property Cost
Total	\$ 161,818.44			

Total Personal Property Cost

Beginning Installation Date	Amount	Vendor	Description	Category
5/2/2014	\$ 4,812.50	D & D Macninery	Freight for Laser	Personal Property Cost
5/2/2014	\$ 21,000.00	MC Macninery Systems	Torrit Dust Collector	Personal Property Cost
5/2/2014	\$ 549,000.00	MC Macninery Systems	Mitsubishi Laser	Personal Property Cost
5/18/2014	\$ 820.61	Encoder ELGO	Software for Laser	Personal Property Cost
5/19/2014	\$ 154,365.00	Strippit	LVD Strippit Press Brake	Personal Property Cost
5/24/2014	\$ 531.45	WESCO	LIFT TABLE	Personal Property Cost
5/24/2014	\$ 1,070.45	WESCO	LIFT TABLE	Personal Property Cost
7/29/2014	\$ 348.50	ACS Cleaning Specialists	Ductwork For Laser Dust Collector	Personal Property Cost
8/14/2014	\$ 15,900.00	MC Macninery Systems	EX Table work lifter system	Personal Property Cost
Total	\$ 747,848.51			

COMERICA BANK
DETROIT, MICHIGAN 48275
9-9-720

CHECK 006697

Mopec
31750 Coolidge Highway
Oak Park, MI 48237-3156
248.291.2040

DATE 1/8/2015

AMOUNT

1/8/2015 006697 \$*****650.00

PAY Six Hundred Fifty and 00/100----- US Dollars

MOPEC

CITY OF OAK PARK
14000 OAK PARK BLVD
OAK PARK, MI 48237
United States

SECOND SIGNATURE REQUIRED PER \$10,000.00
Paul G. Lavin
AUTHORIZED SIGNATURE

⑆006697⑆ ⑆07200096⑆ 1852793734⑆

MOPEC OAK PARK, MI-48237-3156

Vendor	C00067	Check Date	1/8/2015	Check Number	006697
CITY OF OAK PARK		14000 OAK PARK BLVD	MI		
Ref Nbr	072803	Inv Date	1/8/2015	Amount Paid	650.00
APP IND TAX EXM				Invoice Amount	650.00
				Disc Taken	0.00
				Net Check Amt	650.00

MOPEC OAK PARK, MI 48237-3156

Vendor C00067
CITY OF OAK PARK

Check Date 1/8/2015
14000 OAK PARK BLVD MI

Check Number 006697

Ref Nbr Invc Nbr

Inv Date

Invoice Amount

Amount Paid

Disc Taken

Net Check Amt

Time: 4:26:27 PM

Received From:
Date: 01/12/2015
Receipt: 26161
Cashier: ndana

ITEM REFERENCE

MISC Miscellaneous Transactions
AMOUNT \$650.00

TOTAL \$650.00

CHECKS \$650.00

Total Tendered: \$650.00

Change: \$0.00

50.00

0.00

650.00

CITY OF OAK PARK
14000 OAK PARK BLVD
OAK PARK, MI 48237
Phone : (248) 691-7470
WWW.CI.OAK-PARK.MI.US



1000 Woodbridge Street
 Detroit, Michigan 48207-3192
 313-446-1530
 Tax I.D. 38-1879991

Invoice 430225

January 13, 2015

Erik Tungate
 City of Oak Park
 14000 Oak Park Blvd.
 Oak Park, MI 48327

Re: In Re: City of Oak Park

*Client 7406
 Matter 1*

Statement for City Attorney Legal Services

For Legal Services Rendered Through Wednesday, December 31, 2014

\$10,000.00

Fee Total

Costs Advanced:

Date	Description	Amount
12/15/14	Reproduction Charges 3 @ 0.15	0.45
12/15/14	Reproduction Charges 23 @ 0.15	3.45
12/15/14	Reproduction Charges 98 @ 0.15	14.70
	Total Costs Advanced	\$18.60

Total Fees and Disbursements: \$10,018.60

*Invoices for legal services are due upon receipt. To ensure proper application of your payment,
 Please indicate our invoice number and client/matter number on your remittance.*



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: January 20, 2015

AGENDA #

SUBJECT: Second reading of a proposed Zoning Ordinance text amendment to amend Article XVIII, Signs.

DEPARTMENT: Community & Economic Development, Planning Division

SUMMARY: At the December 8, 2014 meeting, the Planning Commission conducted a Public Hearing regarding proposed changes to the City of Oak Park Zoning Ordinance. The proposed text amendments would make a number of changes to Article XVIII, Signs. At that meeting the Planning Commission voted to recommend to the City Council adoption of the text amendment. The City Council on December 15, 2014 conducted a First reading of the proposed Zoning Ordinance text amendment. Two additional changes have been proposed since the first reading and are included in this version of the ordinance amendment: 1) The Economic Development Manager has been replaced by a member of City Council in the composition of the Mural Design Review Board, 2) Sandwich board signs are now required to be within 20 feet of the principal entrance of a business.

RECOMMENDED ACTION: The City Council conduct the second reading and adopt the proposed text amendment to the City of Oak Park Zoning Ordinance, Article II, Definitions, and Article XVIII, Signs.

APPROVALS:

City Manager: _____

Director: _____

Finance Director: _____

EXHIBITS: Proposed ordinance for adoption, Mural review process.

CITY OF OAK PARK, MICHIGAN

ORDINANCE NO.

AN ORDINANCE TO AMEND ARTICLE XVIII, SIGNS, 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 XVIII, Appendix A, Zoning, of the Code of Ordinances of the City of Oak Park, is hereby amended to replace Article XVIII with the following:

ARTICLE XVIII. - SIGNS

Sec. 1800. - Signs.

- A. *Purpose.* It is the purpose of this section to provide for proper identification of businesses and institutions; to enable the public to locate goods, services and facilities without difficulty and confusion; to prevent wasteful use of resources as a result of competition among businesses for attention; and to promote the continued attractiveness of the City of Oak Park. It is further determined that to allow an excessive number of signs in the city would be unduly distracting to pedestrians and motorists, creates a traffic hazard, and may reduce the effectiveness of signs needed to direct the public. The regulations of this section are determined to be the minimum regulations necessary to achieve its purposes.
- B. *Objectives.* To achieve the purpose stated above, this section has the following objectives:
1. To prevent the placement of signs in a manner that will conceal or obscure signs or adjacent businesses;
 2. To keep the number of signs and sign messages at a level reasonably necessary to identify a business and its products or services;
 3. To keep signs within a reasonable scale with respect to the buildings to which they relate;
 4. To keep an area adjacent to streets clear of signs which might obstruct or distract the view of motorists;
 5. To reduce the visual and physical obstructions to motorists entering or leaving streets;
 6. To enhance the physical appearance of the city;
 7. To preserve scenic and natural beauty of designated areas;
 8. To make the city a more enjoyable and pleasing community; and
 9. To create a more attractive economic and business climate.

Sec. 1801. - Definitions.

Refer to definitions pertaining to signs found in article II.

Sec. 1802. - Basic requirements—All districts.

The following general requirements shall apply to all signs in every zoning district within the City of Oak Park.

- A. Only on-site signs are permitted.
- B. The calculation of sign surface area shall include: the sign frame and any sign member or support which is illuminated or bears advertising matter, symbols, logos, or similar decorations associated with the business identified thereon.
- C. Every sign shall be effectively attached to a building, other permanent structure, or the ground. Portable or moveable signs (such as trailer signs) are prohibited. The intent of this paragraph shall not be circumvented by the use of parked vehicles or trailers as signs or conveyances for signs.
- D. All illuminated signs shall be so arranged or shielded so as not to interfere with the vision of persons on adjacent thoroughfares and properties. In no event shall light from an illuminated sign shine on adjacent property which is used for residential purposes.
- E. The color saturation and hue of illuminated signs shall be such as to preclude confusion with traffic signals.
- F. All signs shall conform to the regulations as set forth in this ordinance, and any sign or billboard not conforming thereto shall be deemed a nonconforming structure subject to the provisions of section 2005
- G. No sign shall be located or placed on any property or building in a manner that interferes with the driver of an automobile having proper visibility of pedestrians or automobile traffic.
- H. No sign, except those for emergency service purposes established and maintained by the city, county, state or federal government, shall be located in, project into, or overhang a public right-of-way or dedicated public easement.
- I. All emergency service purpose directional signs required for the purpose of orientation, when established by the city, county, state or federal government, shall be permitted in all use districts, and may exceed six feet in height.
- J. Sign materials and design shall be consistent with the architectural design of the building they identify.
- K. All signs shall be maintained in a condition similar to that which existed at the time of their erection. At the least, all signs and all awnings with sign components shall be kept clean, free of missing or loose parts, free of blistering or peeling paint, and without burned-out illumination, or missing or obsolete sign panels.
- L. All sign owners shall complete a form, provided by the city, indicating the name, address and phone number of the person responsible for maintenance of the sign. At the request of the city, any sign owner shall update the information provided on this form.

- M. Free-standing signs shall be set back at least five feet from all lot lines unless otherwise provided by this section. Freestanding signs shall be located so as to not hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site.
- N. Replacement signs. When a sign is to be replaced, it shall thereafter conform to all requirements of this zoning ordinance. This shall not prevent the lawful continuance of nonconforming signs that were legally established prior to the current requirements of the zoning ordinance. The following provisions shall apply to replacement of panels and signs intended to update information nonconforming signs:
1. The owner of a nonconforming sign may replace a panel or face of the sign in order to update information on the nonconforming sign or identify a new tenant or occupant from the same use category provided the sign is not enlarged or otherwise made more nonconforming. Approval of replacement panels may be granted by the administrative official designated by the city manager.
 2. The replacement of a nonconforming sign or signs with a sign that conforms to the current requirements of the zoning ordinance may be approved by the administrative official designated by the city.
- O. The maximum height of all free-standing signs shall be six feet, unless otherwise provided in this section.
- P. No sign shall be erected within the clear vision area at the intersection of any two streets or other public ways. The clear vision area is formed by two lines each 25 feet long measured along the right-of-way for both streets from the point of intersection and connected by a third line to form a triangle.
- Q. Signs for public buildings in all districts. Public buildings, such as schools, city offices, libraries, community centers, and the like shall comply with the following regulations in all districts:
1. Permanent signs that are part of the structure, such as engraved stone panels, cast bronze plaques and the like, may occupy not more than ten percent of the front wall surface area, to maximum of 100 square feet.
 2. The total area of monument signs and all wall signs shall not exceed ten percent of the front wall surface area of the buildings they identify.
 3. If a public building requires a changeable message board, it shall be incorporated as part of the permanent sign.
- R. Prohibited signs and sign features or components. The following signs are prohibited, notwithstanding anything to the contrary in this ordinance:
1. Signs which incorporate in any manner or are illuminated by any flashing or moving lights, or where any illumination can shine directly into the eyes of any occupant of any vehicle traveling upon any highway, driveway or parking area, or into any window of any residence within 100 feet, or where the illumination interferes with the visibility or readability of any traffic sign or device.
 2. Pennants, strings of flags, spinners, streamers, balloons, and inflatable advertising devices.

3. Exterior string lights used in connection with a commercial premises, other than holiday decorations used from the day after Thanksgiving through the following January 15.
4. Any sign which has any visible motion, moving or animated parts or image, whether movement is caused by machinery, electronics, wind, or otherwise, except for minor elements of clocks or thermometers.
5. Any sign which is structurally or electrically unsafe, or which obstructs any fire escape.
6. Any sign erected on a tree or utility pole except signs of any political subdivision of this state.
7. Any business sign, sign structure or frame now or hereafter existing which no longer advertises a bona fide business conducted or a product offered for sale, or no longer contains a sign.
8. Portable signs. Temporary portable signs for city-sponsored events are exempt from this requirement when posted three days or less prior to the event.
9. Any sign on a motor vehicle or trailer which is parked in front of a business for the purpose of advertising a business or product or service of a business located on the premises where such vehicle is parked.
10. Any sign on a motor vehicle or trailer which is parked at a location visible from a public street and intended to attract attention for the business, product or service identified on the sign.
11. Roof signs.
12. Any sign or sign part, cable or support, except those established for emergency service purposes and maintained by the city, the Road Commission for Oakland County, the Michigan Department of Transportation, or the federal government, located in, projecting into, or overhanging a public right-of-way or dedicated public easement. The building inspector is authorized to cause the removal of any signs posted or placed in any public right-of-way, provided any such sign shall be kept for a period of 60 days for pick-up by any person who might claim it, and thereafter may be destroyed by the city.
13. Any sign within the clear vision area as specified in section 1701
14. Any sign erected on any property, public or private, without the consent of the owner or occupant thereof.
15. Any sign which simulates or imitates in size, color, lettering, or design, any traffic sign or signal or other word, phrase, symbol, or character in such a manner as to interfere with, mislead, or confuse the drivers of motorized vehicles.
16. Any sign which incorporates any open spark or flame.
17. Phone numbers on signs.
18. Portable message board signs.
19. Business signs in the windows of office buildings in all districts.

20. "Sold" signs, messages, or parasite signs on real estate signs.
 21. Human signs.
- S. Signs on parking lots in any district. One sign shall be permitted at each point of ingress and egress to a parking lot to indicate the operator, parking rates, and directions of movement. Each such sign shall not exceed ten square feet in area, shall not extend more than four feet in height above grade, and shall be entirely on the parking lot property.
- T. Electronic messaging signs. Electronic messaging signs shall be defined as a sign, or portion thereof, that displays electronic, static images, static graphics or static pictures, with or without textual information. Such a sign can be changed or altered by electronic means on a fixed display screen composed of a series of lights including light emitting diodes (LEDs), fiber optics, light bulbs, or other illumination devices within the display area where the message is displayed. Electronic messaging signs include computer programmable microprocessor controlled electronic or digital displays, and shall not include animated images or graphics, audio components, scrolling messages, or video moving images similar to television images. Electronic messaging signs are subject to the following provisions and requirements:
1. An electronic messaging sign shall be permitted only as a portion of a monument style sign or a freestanding shopping center sign. Electronic messaging signs are prohibited as wall, office building identification, window and temporary signs.
 2. The area of the electronic messaging display shall not exceed 50 percent of the total sign face of a monument style sign.
 3. In a freestanding shopping center sign, an electronic messaging display may replace one permitted tenant panel not to exceed 30 square feet in size.
 4. Messages on electronic messaging signs shall be displayed for a minimum of eight seconds before changing.
 5. The electronic display background color tones, lettering, logos, pictures, illustrations, symbols, and other electronic graphic or video display shall not blink, flash, rotate, scroll, change in illumination intensity, or otherwise change in outward appearance except when the electronic message or display is changed to another message or display. When an electronic message changes, the prior message shall disappear simultaneously with the appearance of the new message.
 6. An electronic messaging sign shall be equipped with an automatic dimmer control capable of providing a distinct illumination change from a higher illumination level to a lower illumination level. The illumination level of the sign shall be reduced during the time period from one-half hour before sunset to one-half hour after sunrise.
 7. Audio speakers are not permitted on any electronic messaging sign.
 8. A malfunctioning electronic messaging sign shall be turned off or shall display a blank screen until repaired.
 9. No electronic messaging sign shall be allowed within 100 feet of a residential zone from which it is visible. An electronic messaging sign

which is visible from a residential district may operate only between the hours of 6:00 a.m. and 10:00 p.m.

- U. The above regulations apply to signs in all districts. Where the district regulations below establish more stringent requirements, they shall apply.

Sec. 1803. - Signs permitted in residential districts (R-1, R-2, RM-1, RM-2 PMF).

- A. For institutional uses (such as a church or school): one free-standing monument sign and one wall sign:
- a. Monument signs shall not exceed six feet in height above the ground (measured from the average ground level within two feet of the base of the sign and 30 square feet in area. Monument signs shall be located so as not to hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site.
 - b. The total area of the monument sign and all wall signs shall not exceed ten percent of the front wall surface area of the principal building up to a maximum of 120 square feet.
 - c. No illuminated or electronic messaging sign shall be allowed within 100 feet of a residential zone from which it is visible. All illuminated signs and electronic messaging signs which are visible from a residential use may operate only between the hours of 6:00 a.m. and 10:00 p.m.
- B. For permitted uses in multiple family districts (RM-1, RM-2, PMF): one sign not exceeding 30 square feet in area.
- C. For subdivision developments: one permanent subdivision identification sign not exceeding 30 square feet in area.
- D. For new residential developments: one temporary sign advertising the sale of dwellings therein not exceeding 50 square feet in area. Permits for temporary development signs shall expire after two years or when the last unit is sold, whichever shall occur first, and shall require a cash performance deposit of \$300.00 to guarantee removal of the sign.
- E. One trespassing, safety, or caution sign not over two square feet in area shall be permitted for each 200 lineal feet of perimeter lot line.
- F. Signs for the rental, sale, or lease of the property on which they are located, subject to the following:
1. In R-1 and R-2 districts, only one such sign not over six square feet may be displayed no closer than 12 feet to any lot line.
 2. In PMF, RM-1 and RM-2 districts, not more than two such signs not over 12 square feet may be displayed no closer than 12 feet to any lot line.
- G. One non-illuminated sign, not over one square foot in area, attached to or displayed on the principal building as accessory to a permitted home occupation.
- H. One multifamily building identification sign, not more than 30 square feet in area, may be attached to the face of the first floor of a building and shall not project more than 12 inches from the face of the building. Such sign must relate only to the name and use of the building and premises. In addition, one ground sign identifying a group of buildings under common ownership or management shall be allowed. Such

ground sign shall be set back at least five feet from the property line and be no higher than six feet overall, nor larger than 30 square feet in area per side.

Sec. 1804. - Signs permitted in O office building districts.

A. For office buildings, one free-standing building identification monument style sign plus one building identification wall sign per building subject to the following:

- 1. Free-standing building identification monument signs shall not exceed six feet in height, 30 square feet in area, shall be set back at least five feet from all lot lines, and 100 feet from adjoining residential districts. Building identification monument signs shall be located so as not to hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site.**
- 2. Building identification wall signs shall be displayed only on the front of the building, mounted directly on the wall or on a special sign panel designed as part of the building architecture. Building identification wall signs shall not exceed 15 percent of their front wall surface area to a maximum of 120 square feet. The total area of the Building identification monument sign plus the Building identification wall signs shall not exceed 150 square feet.**
- 3. In addition, one directory sign per building, stating only the name and suite number of each tenant, and located on the wall of the building within three feet of the principal entrance door. A directory sign shall not exceed six square feet per tenant to a maximum of 30 square feet total and shall not project more than 12 inches from the wall.**
- 4. Signs for the rental, sale or lease of the property on which they are located; provided, that no such sign shall exceed ten square feet in area per sign. No more than two such signs may be placed on any one property.**
- 5. The use of neon window signs such as "open" and "closed" signs, and all other temporary or permanent window signs are prohibited in all O office building districts.**

Sec. 1805. - Signs permitted in B-1, B-2, PTRED, and PCD districts.

A. For office buildings, one free-standing building identification monument style sign plus one building identification wall sign per building subject to the following:

- 1. Free-standing building identification monument signs shall not exceed six feet in height (measured from the average ground level within two feet of the base of the sign), 30 square feet in area, shall be set back at least five feet from all lot lines, and 100 feet from adjoining residential districts. Building identification monument signs shall be located so as not to hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site.**
- 2. Building identification wall signs shall be displayed only on the front of the building, mounted directly on the wall or on a special sign panel designed as part of the building architecture. Building identification wall signs shall not exceed 15 percent of their front wall surface area to a maximum of 120 square feet. The total area of the Building identification monument sign plus the Building identification wall signs shall not exceed 150 square feet.**

3. In addition, one directory sign per building, stating only the name and suite number of each tenant, and located on the wall of the building within three feet of the principal entrance door. A directory sign shall not exceed six square feet per tenant to a maximum of 30 square feet total and shall not project more than 12 inches from the wall.
 4. Signs for the rental, sale or lease of the property on which they are located; provided, that no such sign shall exceed ten square feet in area per sign. No more than two such signs may be placed on any one property.
 5. The use of neon window signs such as "open" and "closed" signs, and all other temporary or permanent window signs are prohibited in all O office building districts.
- B. For retail and similar buildings, one free-standing monument style sign plus one wall sign per tenant, subject to the following:
1. Monument signs shall not exceed six feet in height (measured from the average ground level within two feet of the base of the sign), 30 square feet in area, shall be set back at least five feet from all lot lines, and 100 feet from adjoining residential districts. Monument signs shall be located so as not to hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site. As a substitution for a monument style sign, one additional wall sign, subject to area limitations for monument signs, may be displayed on one side of the building. Buildings fronting on Eight Mile Road are permitted a monument style sign 40 square feet in area.
 2. Wall signs shall be displayed only on the front of the building, mounted directly on the wall or on a special sign panel designed as part of the building architecture. Individual store signs shall not exceed 15 percent of their front wall surface area to a maximum of 120 square feet. The total area of the monument sign plus the wall signs shall not exceed 150 square feet.
 3. Individual stores shall be permitted only one wall sign per store provided, however, that buildings on corner lots where both streets have business districts fronting thereon for at least 200 feet may be permitted one sign on the front wall facing each street for the corner store only.
 4. In addition, the following secondary signage is permitted:
 - a. Awning sign: One sign, no greater than 50% of the front face of the awning and no greater than 30 square feet, may be included on an awning subject to the permitted total sign area regulations. No awnings bearing a sign shall be back lighted to illuminate the awning sign.
 - b. Blade Sign: One non-illuminated blade sign oriented perpendicular to the building, no greater than four square feet in size, projecting no more than four feet from the façade of the building and no lower than eight feet above ground level. Blade signs shall be placed below the roof line of a single-story building or below the second floor of a multi-story building.
 - c. Stationary Sandwich Board signs are allowed, after issuance of an annual permit, and subject to the following:
 1. One Stationary Sandwich Board sign per business, no greater than six square feet in area, with a maximum height of no more than three-and-one-half feet.

2. The sign shall be placed within twenty feet of the principal business entrance and in a manner so it maintains five feet of pedestrian passage, does not cause a sight obstruction, and does not hinder ingress or egress from buildings or parked cars. Signs shall be stored indoors when business is closed.
3. Signs may include the name of the business, the word "Open," hours of operation, and one other line of text. Graphics including a business's logo shall be permitted, but individual product logos shall be prohibited.
4. No sign shall be connected to any power source.
5. No sign shall be chained or otherwise secured to a building, bench or pole.

C. For planned shopping centers under single ownership and management, one free-standing pole or monument style shopping center identification sign per business street providing access to the site and one wall sign per tenant, subject to the following:

1. Free-standing pole shopping center identification signs shall be permitted in accordance with the following table:

TABLE OF FREESTANDING POLE SHOPPING CENTER IDENTIFICATION SIGN REQUIREMENTS
(Shopping center stores in B-1, B-2, PTRED and PCD only)

Freestanding Shopping Center Identification Signs	Less than 10,000 square feet in size	Between 10,001 and 99,999 square feet in size	Greater than 100,000 square feet in size
Maximum Height	15 Feet	22 Feet	24 Feet
Maximum Size	30 Square Feet	120 Square Feet	200 Square Feet
Shopping Center Name Minimum % of Display Area	100%	40%	40%
Individual Tenant Maximum % of Display Area	0%	40%	40%
Maximum Number of Tenants on Identification Sign	0	3	3

2. Free-standing monument style shopping center identification signs shall not exceed six feet in height (measured from the average ground level within two feet of the base of the sign) and 30 square feet in area. Monument signs shall only display the name of the shopping center. Monument signs shall be located so as not to hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site.

3. Free-standing shopping center identification signs shall be set back at least five feet from street property lines, 20 feet from adjacent property lines and 100 feet from adjacent residential districts.
4. Wall signs for individual stores shall not exceed 15 percent of their front wall surface area to a maximum of 180 square feet per tenant with 10,000 or more square feet of leasable area and 120 square feet per tenant with less than 10,000 square feet of leasable area. These limits may be raised as the size of the store and/or its setback from the lot line adjoining the principal street frontage increases in accordance with the following table:

TABLE OF MAXIMUM ALLOWABLE WALL SIGN AREA, IN SQUARE FEET*
(Shopping center stores in B-1, B-2, PTRED and PCD only)

Building Front Setback	Store Size In Square Feet				
	Less than 10,000	10,001 to 25,000	25,001 to 40,000	40,001 to 100,000	Over 100,000
Over 150 feet	240	300	380	460	560
101—150 feet	190	250	330	410	510
51—100 feet	150	210	290	370	470
0—50 feet	120	180	260	340	440

* In no instance shall the above table cause any wall sign to exceed 15 percent of the store's front wall surface area.

5. In addition, the following secondary signage is permitted:
 - a. Awning sign: One sign, no greater than 50% of the front face of the awning and no greater than 30 square feet, may be included on an awning subject to the permitted total sign area regulations. No awnings bearing a sign shall be back lighted to illuminate the awning sign.
 - b. Blade Sign: One non-illuminated blade sign oriented perpendicular to the building, no greater than four square feet in size, projecting no more than four feet from the façade of the building or underneath a walkway canopy and no lower than eight feet above ground level. Blade signs shall be placed below the roof line of a single-story building or below the second floor of a multi-story building.
 - c. Stationary Sandwich Board signs are allowed, after issuance of an annual permit, and subject to the following:
 1. One Stationary Sandwich Board sign per business, no greater than six square feet in area, with a maximum height of no more than three-and-one-half feet.
 2. The sign shall be placed in a manner so it maintains five feet of pedestrian passage, does not cause a sight obstruction, and does not hinder ingress or egress from buildings or parked cars. Signs shall be stored indoors when business is closed.
 3. Signs may include the name of the business, the word "Open," hours of operation, and one other line of text. Graphics including a business's

logo shall be permitted, but individual product logos shall be prohibited.

4. No sign shall be connected to any power source.
5. No sign shall be chained or otherwise secured to a building, bench or pole.

D. Gasoline service stations may have one parasite sign, not exceeding 15 square feet, to display the current prices of the various fuels sold.

Sec. 1806. - Signs permitted in LI industrial districts.

- A. Individual buildings may have one free-standing monument sign per principal building and one wall sign per tenant.
- B. Monument signs shall not exceed six feet in height above the ground (measured from the average ground level within two feet of the base of the sign) and 30 square feet in area. Monument signs shall be set back not less than five feet from the front lot line, 20 feet from the existing curb line, and 100 feet from an adjoining residential district. Buildings fronting on Eight Mile Road are permitted a monument style sign 40 square feet in area. Monument signs shall be located so as not to hinder or block ingress or egress to the site and/or restrict the vision of pedestrians or motorists on or near the site. As a substitution for a monument style sign, one additional wall sign, subject to area limitations for monument signs, may be displayed on one side of the building.
- C. The total area of the monument sign and all wall signs shall not exceed ten percent of the front wall surface area of the principal building up to a maximum of 120 square feet.

Sec. 1807. - Signs allowed without a permit.

The following signs are allowed to be erected or maintained without a permit provided they comply with the following regulations and applicable construction standards in this ordinance.

- A. Signs posted by duly constituted public authorities in the performance of their public duties.
- B. Signs located on the rolling stock of common carriers.
- C. Signs located on motor vehicles or trailers bearing current license plates which are traveling or lawfully parked upon public highways, or parked upon any premises where the primary purpose is not the display of the sign.
- D. Signs having an area of not more than two square feet which convey only the street number and address, the name of the premises, the name of the owner and/or the occupant of the premises.
- E. On-premises, temporary and permanent window signs for retail and service businesses in B-1, B-2, PTRED and PCD Districts when located inside and visible through the windows of an enclosed building, where the area of such signs does not exceed 25 percent of the window area. Temporary window signs containing a message referring to current, temporary merchandising or promotional activities, such as a special sale, shall be posted for no longer than 14 days.

- F. Wall signs not exceeding six square feet and indicating only the date of erection of a building, when cut into a masonry surface or constructed of bronze or other noncombustible material.
- G. Flags and banners subject to the following:
1. The flag of any corporate, commercial or noncommercial organization, educational institution, nation, state, political subdivision, or governmental entity respectfully displayed. In addition, for each 20 lineal feet of street frontage, out decorative banner or flag, or flag or banner of any educational institution, nation, state, political subdivision, or government entity, not exceeding 15 square feet, may be displayed on the premises. "Decorative banner or flag" is defined as a banner or flag containing no words, symbol, logo, emblem or trademark naming, describing, or otherwise related to any business located or conducted on the premises.
 2. For the purpose of this section, flags and banners on roofs shall be considered roof signs with the exception of decorative banners or flap, as defined above.
 3. Flags and banners used for the advertisement of products, sales or services are prohibited.
 4. Temporary banners for city-sponsored events are exempt from these requirements when posted 45 days or less prior to the event and removed promptly after said event.
 5. All flags and banners shall be maintained in a condition similar to that which existed at the time of their erection. Flags and banners shall be removed or replaced when they become dirty, faded, ripped or frayed.
- H. Temporary political signs, subject to the following:
1. No such sign shall be illuminated.
 2. No such sign shall exceed 12 square feet in area, per side, nor six feet in height.
 3. All such signs shall be displayed only in a front yard or window and shall be set back at least five feet from the front lot line, except on a corner lot such signs may be displayed in the side yard subject to the same five-foot setback from the side street lot line.
 4. No such sign shall be placed in or project into a public right-of-way. Political signs shall only be placed on private property with permission of the property owner.
 5. A sign advertising a candidate for political office or stating a position on a ballot proposal shall not be erected more than 45 days prior to a primary election. Signs advertising unsuccessful primary candidates and unsuccessful ballot proposals shall be removed within ten days after the primary election. Signs for successful primary candidates and ballot proposals may continue to be displayed after the primary, along with any signs advertising declared write-in candidates for political office. All temporary political signs shall be removed within ten days after the general election.

6. No such sign shall be placed in such a manner as to obstruct the view of vehicle drivers when leaving or entering a street, driveway, or parking space.
 7. The painting of any such sign on the exterior surface of any building or structure is prohibited.
 8. The property owner shall be responsible for removing temporary political sign(s) after an election.
- I. One noncommercial opinion sign per property shall be allowed year-round, in addition to temporary election signs which are otherwise regulated in this ordinance. The one noncommercial opinion sign shall be located in the front yard, set back as required herein, or in a window, and shall not exceed 12 square feet.
 - J. Signs for garage sales, yard sales, basement sales, rummage sales, moving sales, estate sales or other similar sales, when conducted at a residence: may be erected on private property only; and limited to two signs per sale location and one additional sign at the end of the street with the permission of the property owner; may not exceed six square feet or four feet in height per sign; may not be erected for more than 12 days in any calendar year per sale location; shall not occupy a public right-of-way; and shall not be posted on any utility pole or similar fixture anywhere within the City of Oak Park.
 - K. Portable real estate signs for the sale, rental or lease of the property on which they are placed, subject to the maximum area and setback requirements of the individual district provisions. Parasite signs or messages indicating that the real estate has been "Sold" are hereby prohibited.
 - L. Portable real estate "open house" signs with an area not greater than six square feet and a maximum height of six feet, provided only one such sign may be located on the premises being sold and only during the hours of the open house.
 - M. A single, temporary construction sign is permitted during actual construction in any district, subject to the following:
 1. A building permit is required prior to installation of all temporary construction signs.
 2. In single- and two-family districts, total sign area shall not exceed six square feet per side.
 3. In multiple family districts, total sign area shall not exceed ten square feet per side.
 4. In nonresidential districts, total sign area shall not exceed 32 square feet per side.
 5. No free-standing, temporary construction sign shall exceed six feet in height
 6. Such signs shall be posted on the building or on the premises of the building under construction and shall advertise only the building under construction, its owner, contractors, and designers.
 7. All temporary construction signs shall be removed: when construction ceases for 90 days; upon expiration of the building permit; or upon issuance of a certificate of occupancy, whichever occurs first.

- N. Private traffic signs that direct and guide traffic and parking on private property that do not exceed four square feet each and bear no advertising matter.

Sec. 1808. - Obsolete or abandoned signs.

All signs that are obsolete, due to discontinuance of the business or activity advertised thereon, shall be removed within 30 days of the close of said business or activity. If the sign is nonconforming, the entire sign shall be removed. If the sign is conforming, only the message shall be removed, however, in no case shall the sign be maintained with exposed lamps, lighting equipment, or other internal mechanical or structural components.

Sec. 1809. - Sign permit required.

It shall be unlawful to construct, display, install, change or cause to be constructed, displayed, installed, or changed, a sign requiring a permit upon any property within the city without first obtaining a sign permit.

Sec. 1810. - Applicability of State Construction Code.

Except as otherwise indicated in this chapter, the regulations of the State Construction Code as adopted by the city shall apply to signs. Where the provisions of this chapter are more restrictive in respect to location, setback, use, size or height of signs, the limitations of this chapter shall take precedence over the regulations of the State Construction Code.

Sec. 1811. - Temporary signs.

A. In nonresidential districts, temporary signs may be authorized by the administrative official designated by the City Manager for not more than 30 days with not more than one extension of 30 days, upon a finding by the administrative official on the basis of written information furnished by the applicant, that the proposed sign:

1. Is necessary for the direction of the public,
2. Will not create an obstruction, a traffic hazard or be incompatible to the area, and
3. Will not be contrary to the spirit and purpose of this ordinance.

B. The administrative official may consider, in determining whether a permit should be issued for a temporary sign, but not by way of limitation:

1. The absence of permanent signs,
2. Change of use or occupant,
3. Change of ownership or management, or reopening by occupant,
4. Change in basic goods or services provided by the occupant, and/or
5. Special events sponsored by one or more of the occupants.

C. Not more than two permits for temporary signs shall be issued to a single applicant in any calendar year.

D. A temporary sign permit fee, shall be posted in an amount established by resolution of the city council, for each temporary sign authorized.

E. The administrative official may impose any additional restrictions on the use of the temporary sign as it deems necessary, in order to protect the health, safety and welfare of the public.

F. The owner of any property on which a temporary sign is placed and the person maintaining said temporary sign are declared to be equally responsible for the condition of the temporary sign and the area in the vicinity thereof.

Sec. 1812. - Murals.

In all Zoning Districts, but excluding all residential uses, art murals shall be permitted subject to the restrictions set forth in this subsection. Two types of art murals are defined as:

Art Mural - is a design or representation which does not contain promotional or commercial advertising painted or drawn on a wall.

Limited Reference Art Mural - is an original, one-of-a-kind unique design or representation which contains limited references to the establishment, product, or service provided on the site which is painted or drawn on a wall on that site.

Both types of art murals are subject to the following:

- (1) Prior to installation of a Mural, the property owner or tenant shall apply for a determination of whether the proposed design or representations is a Sign, an Art Mural or a Limited Reference Art Mural by submitting an application to the Mural Design Review Board (MDRB).
- (2) The MDRB shall consist of one member of City Council selected by the City Council, one member of the Planning Commission selected by the Planning Commission Chairperson, and one resident of the City selected by the Mayor.
- (3) After the determination by the MDRB:
 - a. If the proposed design or representations is determined to be a Sign, the applicant shall comply with all further review and requirements of this section for Signs before creating or installing the sign.
 - b. If the proposed design or representations is determined to be an Art Mural, no further review or action is necessary before creating or installing the Art Mural.
 - c. If the proposed design or representations is determined to be a Limited Reference Art Mural, the applicant shall obtain a determination of whether the Limited Reference Art Mural complies with all requirements under subsection (4) of this Section before creating or installing the Mural.
- (4) A Limited Reference Art Mural shall be allowed if:
 - a. The graphics, words, and/or symbols referencing the establishment, product, or service are limited in scope and dominance, and not readily construed as commercial advertising. References must be subtle and integrated into the overall mural.
 - b. For purposes of this subsection, "limited in scope and dominance" shall mean not exceeding twenty (20) percent of the wall area on which it is

located, integrated throughout the Mural and not be placed in a concentrated area or manner where it becomes, in essence, a prominent advertisement.

- c. The references to an establishment, product, or service are not to be in the form of traditional building signage. Traditional signs on the same wall will be reviewed separately under applicable sign requirements.
- (5) Where numbers of signs or maximum square footages apply to a particular location, a Mural shall not count as a Sign nor figure into the allowable Sign area.
- (6) An aggrieved applicant may file an appeal to the Zoning Board of Appeals for review of a decision relating to a Mural. The Zoning Board of Appeals shall review the decision based on the criteria in this subsection (2).

SECTION 2. Article II, Definitions, Section 204, Signs, Appendix "A", Zoning, of the Code of Ordinances of the City of Oak Park, is hereby amended to replace Signs definitions (c) *Awning*, (d) *Awning sign*, (j) *Ground sign (free-standing sign)* and (u) in Section 204, Signs, with the following definitions:

(c) *Awning*: A roof like cover, typically constructed of canvas, vinyl or similar fabric stretched over a framework, and that project from the wall of a building for the purpose of shielding a doorway, window, or pedestrians from the elements.

(d) *Awning sign*: A sign panel affixed to, sewn into or painted on an awning.

(j) *Free-standing sign*: A sign supported by one or more uprights, poles or braces placed in the ground surface and not attached to any building or other structure. Free-standing signs may include monument, pylon, and pole type signs.

(u) *Roof sign*: Any sign erected or constructed as an integral or essentially integral part of a normal roof structure of any design, such that no part of the sign extends vertically above the peak of the roof or below the eaves and such that no part of the sign is separated from the rest of the roof by a space of more than 12 inches.

SECTION 3. Article II, Definitions, Section 204, Signs, Appendix "A", Zoning, of the Code of Ordinances of the City of Oak Park, is hereby amended to add the following definitions to Section 204, Signs, and re-alphabetize the remaining listed definitions:

() *Blade sign*: A sign which is oriented perpendicular to the building façade and which is suspended under a bracket, armature, or other mounting device.

() *Human sign*: A sign held by or attached to a human for the purposes of advertising or otherwise drawing attention to an individual, business, commodity, service or product. This can also include a person dressed in costume for the purpose of advertising or drawing attention to an individual, business, commodity, service or product.

() *Inflatable advertising device:* A device which is inflated with air or another gas, or which is activated by wind, air, or propelled gas, and used for outdoor advertising purposes.

SECTION 4. 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 5. 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 6. 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:

Process for determination of whether the proposed mural is a Sign, an Art Mural or a Limited Reference Art Mural.

- 1) Applicant completes mural application and submits drawing, sketch or photo of proposed mural to the Economic Development Manager for determination of whether the proposed mural is a Sign, an Art Mural or a Limited Reference Art Mural.
- 2) The Economic Development Manager shall convene a meeting of the Mural Design Review Board (MDRB) to review the proposed mural. The MDRB shall consist of one member of City Council selected by City Council, one member of the Planning Commission selected by the Planning Commission Chairperson, and one resident of the City selected by the Mayor.
- 3) Using the following Zoning Ordinance described definitions
 - a. Sign – is the use of any words, numerals, figures, sculpture, devices, designs, insignia, imprints or trademarks by which anything is made known, advertised, or to promote the interests of any person, firm or corporation when the same is placed in view of the general public, whether displayed on a permanent or portable structure attached or not attached to a building, including painted directly on an exterior building wall or awning.
 - b. Art Mural - is a design or representation which does not contain promotional or commercial advertising painted or drawn on a wall.
 - c. Limited Reference Art Mural - is an original, one-of-a-kind unique design or representation which contains limited references to the establishment, product, or service provided on the site which is painted or drawn on a wall on that site. A Limited Reference Art Mural shall be allowed if:
 - i. The graphics, words, and/or symbols referencing the establishment, product, or service are limited in scope and dominance, and not readily construed as commercial advertising. References must be subtle and integrated into the overall mural.
 - ii. For purposes of this subsection, “limited in scope and dominance” shall mean not exceeding twenty (20) percent of the wall area on which it is located, integrated throughout the Mural and not be placed in a concentrated area or manner where it becomes, in essence, a prominent advertisement.
 - iii. The references to an establishment, product, or service are not to be in the form of traditional building signage. Traditional signs on the same wall will be reviewed separately under applicable sign requirements.

The MDRB shall make a determination whether the proposed mural is a Sign, an Art Mural or a Limited Reference Art Mural.

- 4) After the determination by the MDRB:
 - a. If the proposed design or representations is determined to be a Sign, the applicant shall comply with all further review and requirements of this section for Signs before creating or installing the sign.
 - b. If the proposed design or representations is determined to be an Art Mural, no further review or action is necessary before creating or installing the Art Mural.
 - c. If the proposed design or representations is determined to be a Limited Reference Art Mural, the applicant shall obtain a determination of whether the Limited Reference Art Mural complies with all requirements under subsection (4) of this Section before creating or installing the Mural.

- 5) An aggrieved applicant may file an appeal to the Board of Appeals for review of a decision relating to a Mural. The Board of Appeals shall review the decision based on the criteria in this subsection (3).

1/6/2014



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: January 20, 2014

AGENDA #

SUBJECT: Invoices from ASI Sign Innovations for the City Welcome Sign Package.

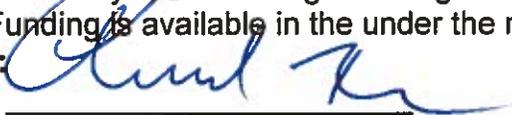
DEPARTMENT: Community & Economic Development

SUMMARY: Attached is Invoice 26759 for the City Welcome Sign Package. Invoice 26759 is for fabrication of the signs to be installed. There is a total of 12 signs to be installed. Installation has been delayed a few weeks due to the incorrect ordering of brick.

<u>FINANCIAL STATEMENT:</u>	Current Budget Amount:	\$100,000.00
	Previous Payments:	\$ 45,159.34
	Attached Invoices:	<u>\$ 39,148.33</u>
	Total Current Purchase:	\$ 84,307.67

RECOMMENDED ACTION: It is recommended that the invoice from ASI Sign Innovations for the City Welcome Sign Package be approved for the amount of \$39,148.33. Funding is available in the under the major street fund.

APPROVALS:

City Manager: 

CED Manager: 

Finance Director: 

EXHIBITS: Invoice nos. 26759

Invoice No. 26759

Page 1

Bill To		Mr. Dave Decoster City of Oak Park 13700 Oak Park Boulevard Oak Park, MI 48237		Ship To		Kimberly Marrone The City of Oak Park 13700 Oak Park Boulevard Oak Park, MI 48237		
Phone	248.691.7450	FAX	248.691.7165	Phone	248.691.7404	FAX	248.691.7165	
Date	12/23/2014	Est. Ship	12/23/2014	Terms	1/2 Deposit, Balance Net 30	F.O.B. Shipping Point		
Project Welcome signs				Rep Gary Ellis / Amy L. Davenport				
Ref	CITY42	102805 / NA / CITY42	Ship Method Installed			PO No. Signed Quote		
Item	Qty	Description			Ship	B/O	Unit Price	Extension
1.	1	<p>SIGN TYPE GW (S/F): 115" x 128-1/4" x 22" custom illuminated monument Id. to include: (1) brick base with limestone cap and column. (1) 36" x 123-1/2" x 12" aluminum backer painted silver. (1) 30" x 1/4" City Seal LPS plate cut aluminum painted (1) std. color with surface applied vinyl graphics in (1) std. color and stud mounting to brick column. (1) 52" x 128-1/4" x 10" custom shaped aluminum sign painted (2) std. colors. (1) 52" x 118-1/4" routed aluminum sign face painted (1) std color and backed with white lexan. (1) LED illumination, standard 120v.</p> <p>THE CITY OF (6" copy) OAK PARK (10" copy) WELCOME (7" copy)</p> <p>*The cost to get power to sign location is being developed with DTE and is not included in this quote. A separate quote will be sent as soon as possible along with a solar option.</p> <p>Location 1 • 10 & Coolidge</p>			1	0	\$14,456.00	\$14,456.00

Invoice No. 26759

Page 2

Item	Qty	Description	Ship	B/O	Unit Price	Extension
2.	4	<p>SIGN TYPE SGW (S/F) : 57" x 67" x 24" custom non-illuminated monument Id to include: (1) 37 x 61" x 7" Series 7 bleed body cabinet w/ .090 aluminum faces and white surface applied vinyl and LPS graphics. Paint (1) std. color. (2) 10"x61"x1" Sintra Headers w/ green vinyl graphics. Pain MX 15 silver. Tape mount to cabinet. (2) 96" x 3" series 7 rectangular posts. Paint MX 15 silver. (1) 18" x 72" x 18" brick base with limestone cap. (1) 9" x 1/4" City Seal LPS plate cut aluminum painted (1) std. color with std. color surface applied vinyl graphics and stud mounting.</p> <p>THE CITY OF (3-1/2" vinyl copy) OAK PARK (6" LPS copy) WELCOME (4" LPS copy)</p> <p>Location 2 - 11 & Coolidge Location 3 - 10 & Greenfield Location 4 - 9 & Greenfield Location 5 - 8 & Meyers</p>	4	0	\$8,712.00	\$34,848.00
3.	3	<p>SIGN TYPE TGW (S/F) SMALL POST & PANEL: (1) 37-1/2" x 30" x .090 aluminum sign panels w/ surface applied vinyl graphics and 2"x2"x153" overall perforated galvanized steel breakaway post. Panels include (1) std. background color and (1) std. vinyl graphic colors. Breakaway system includes (1) 12' post and (1) 3' ground sleeve.</p> <p>Location 6 - Lincoln & Greenfield Location 7 - Oak Park Blvd. & Geenfield Location 8 - Oak Park Blvd. & Forest</p>	3	0	\$372.00	\$1,116.00
4.	2	<p>SIGN TYPE PID (S/F) PARK SIGNS: 57" x 102" x 22" custom non-illuminated park Id to include: (1) 37 x 96" x 7" Series 7 bleed body cabinet w/ .090 aluminum faces and white surface applied vinyl graphics. Paint (1) std. color. (2) 10"x96"x1" Sintra Headers w/ green vinyl graphics. Paint MX 15 silver. Tape mount to cabinet. (2) 96" x 3" series 7 rectangular posts. Paint MX 15 silver. (1) 18" x 102" x 18" brick base with limestone cap.</p> <p>Locations 12 & 13 - CITY OF OAK PARK (3-1/2" vinyl copy) David H. Shepherd Park (7" vinyl copy)</p>	2	0	\$8,021.00	\$16,042.00

Invoice No. 26759

Page 3

Item	Qty	Description	Ship	B/O	Unit Price	Extension
5.	2	<p>SIGN TYPE BSGW (S/F) BREAKAWAY SIGN : 66" x 67" x 7" non-illuminated secondary Id, direct burial to include: (2) 96" x 3" Series 7 rectangular posts painted MX 15 silver. (1) 37" x 61" x 7" Series 7 bleed body cabinet w/ .090 aluminum faces and frisket graphics. Paint (2) std. colors. (1) set of 4" and 6" x 1/4" LPS aluminum letters painted white w/stud mounting. (1) 9" x 1/4" City Seal LPS plate cut aluminum painted (1) std. color with std. color surface applied vinyl graphics and stud mounting. (1) Breakaway system</p> <p>THE CITY OF (3-1/2" frisket) OAK PARK (6" LPS) WELCOME (4" LPS)</p> <p>Location 10 • 11 & Greenfield Location 11 • 9 & Forest</p>	2	0	\$4,551.00	\$9,102.00
7.	1	<p>Solar Power Adder for Sign Type GW (Location 1). Dusk to dawn configuration based on 15 hrs of operation. Full power lighting for 8 hrs. (Winter: 5pm dusk-1am). Solar sized for PV panel facing South (10am-3PM full sun)</p> <p>This system guaranteed to operate perpetually, for a minimum of 7 days with only one day of sunshine, starting from a fully charged battery.</p>	1	0	\$12,053.67	\$12,053.67
8.	1	RCOC Permits & Administrative Fees.	1	0	\$690.00	\$690.00
9.	1	Deposit	1	0	\$-49,159.3	\$-49,159.3
10.	1	Install	0	1	\$5,004.00	\$0.00

Subtotal	\$39,148.33
* Tax Exempt Sales Tax	\$0.00
Crating & Shipping	\$0.00
Installation	\$0.00

Please remit payments to: **ASI Signage Innovations**
 1119 Wheaton Ave.
 Troy, MI 48083

Invoice Total \$39,148.33

Conditions: VISA and MasterCard are accepted.

If project is not ready at the time ASI is to install product, client will be billed 100% of product, Net 20 at that time. Installation will be billed when completed.

Pay net 20 days from date of invoice. Unless otherwise indicated, invoices becomes past due 21 days from date of invoice and a Finance Charge will be due on the balance at the rate of 1-1/2% per month, which is an Annual Percentage Rate of 18%. The Finance

Invoice No. 26759

Page 4

Conditions: Charge is not interest but represents liquidated damages sustained by ASI Sign Systems.



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF:

January 20, 2015

AGENDA #

SUBJECT:

Approval of Board of Review Compensation and additional meeting dates

DEPARTMENT:

Finance/Assessing

SUMMARY:

The City Charter (Section 10.6) states that the rate of compensation for the Board of Review shall be established by City Council.

The City Charter (Section 10.7) states that the Board of Review shall meet on the second and fourth Monday in March for the purpose of hearing tax assessment appeals. The Assessing Department is requesting to schedule 1 additional date with the option to add additional dates if needed.

FINANCIAL STATEMENT:

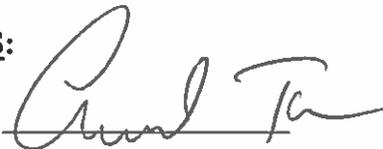
RECOMMENDED ACTION:

City Council approve the rate of compensation for the Board of Review at \$80.00 for a full day and \$40.00 for a half day of service.

City Council approve holding the 2015 Board of Review meetings at City Hall on the following dates and times:

Monday	March 9, 2015	12:00 p.m. to 5:00 p.m. & 6:00 p.m. to 9:00 p.m.
Tuesday	March 17, 2015	6:00 p.m. to 9:00 p.m.
Monday	March 23, 2015	9:00 a.m. to 11:30 a.m. & 1:00 p.m. to 5:00 p.m.

APPROVALS:

City Manager: 

Finance Director: 

EXHIBITS:

Memo from Gail Credit, Director of Finance
Memo from City Assessor



CITY OF OAK PARK
"The Family City"

INTER OFFICE MEMORANDUM

To: City Council

Date: January 12, 2015

From: Gail Credit, Director of Finance *G Credit*

File Name: BOR15

SUBJECT: Board of Review Schedule and
Compensation for Members

Section 10.6 of the City Charter states that the rate of compensation for the Board of Review is to be established by City Council. The rate for the past several years has been \$80.00 for a full day's service and \$40.00 for a half days service.

Section 10.7 of the City Charter states that the Board of Review shall meet the second and fourth Mondays in March for the purpose of hearing tax assessment appeals. This is a request that City Council approve the addition of one half day with the option to add additional dates if needed.

It is my recommendation that City Council, at the January 20, 2015 City Council Meeting, approve compensation for Board of Review members consistent with compensation in past years (\$80.00 for a full day and \$40.00 for a half day) and that approval of the additional day(s) be scheduled. If both items are approved the maximum cost for compensation for the March Board of Review members would be:

	Full Days	Half Days
Number of Board Members:	6	6
Number of days	<u>x 2</u> 12	<u>x 1</u> 6
Cost per Day	<u>\$80.00</u>	<u>\$40.00</u>
Total	\$ 960.00	+ \$ 240.00 = \$1,200.00

This amount would be paid if all members participated in every session scheduled, which is rarely the case. Total compensation for the March Board of Review was \$520.00 in FY 2013-2014.



CITY OF OAK PARK
"The Family City"

INTER OFFICE MEMORANDUM

TO: Gail Credit, Finance Director

DATE: January 9, 2015

FROM: Martin D. Bush, City Assessor

SUBJECT: 2015 March Board of Review
Schedule

The City Charter states that the Board of Review shall meet the second and fourth Monday in March for the purpose of hearing assessment appeals (Section 10.7).

In past years, additional meeting dates have been required to hear appeals of those persons wishing to appeal their assessment(s). To preempt any scheduling problems, and to provide all persons aggrieved by their assessment the opportunity to appeal, I am requesting the City Council schedule one additional meeting date with the option to add additional dates if needed. If the City Council concurs, the 2015 March Board of Review will be in session as follows:

Monday	March 9, 2015	12:00 p.m. to 5:00 p.m. & 6:00 p.m. to 9:00 p.m.
Tuesday	March 17, 2015	6:00 p.m. to 9:00 p.m.
Monday	March 23, 2015	9:00 a.m. to 11:30 a.m. & 1:00 p.m. to 5:00 p.m.

The City Charter (Section 10.6) states that the City Council shall set the compensation of the members of the Board of Review. The rate for the past several years has been \$80 for a full day of service and \$40 for a half day of service. I recommend that the compensation for the Board of Review members remain at these rates.



BUSINESS OF THE CITY COUNCIL, OAK PARK,
MICHIGAN

AGENDA OF: January 20, 2015 **AGENDA #**

SUBJECT: Board of Review Poverty Exemption Policy

DEPARTMENT: Finance/Assessing

SUMMARY: In accordance with Public Act 390 of 1994 it is necessary for the city to periodically adjust the amounts pertinent to the Board of Review Exemption Policy. The attached policy reflects the changes necessary to bring us in accordance with the act.

FINANCIAL STATEMENT:

RECOMMENDED ACTION:

To adopt the attached City of Oak Park 2015 Poverty Exemption Policy

APPROVALS:

City Manager: _____

Finance Director: _____

EXHIBITS:

Memo from City Assessor
2015 City of Oak Park Poverty Exemption Policy
2015 Poverty Exemption Application
2015 Federal Poverty Guidelines (STC Bulletin No. 14 of 2014)



CITY OF OAK PARK
"The Family City"

INTER OFFICE MEMORANDUM

TO: Gail Credit, Finance Director

DATE: January 9, 2015

FROM: Martin D. Bush, City Assessor

SUBJECT: 2015 Board of Review
Poverty Exemption Policy

MCL 211.7u which deals with poverty exemption was significantly altered by PA 390 of 1994 and further amended by PA 620 of 2002. One of the provisions of this act is that local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and that those income levels shall not be set lower than the federal poverty guidelines updated annually by the U.S. Department of Health and Human Services. The City of Oak Park must annually review the Board of Review Poverty Policy and adjust the limits accordingly.

The income limitations adopted by Council for the 2014 Board of Review(s), were based on the federal poverty guidelines plus 50%. This has been the formula adopted by council since 2002. For 2015, it is recommended to adopt the attached total household income limits accordingly. This is necessary to stay in compliance of council's adopted policy of 1.5 times the federal poverty threshold.

PA 390 of 1994 also states that the poverty exemption guidelines established by the governing body of the local assessing unit **shall also include an asset level test**. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum limit permissible and all other assets above that amount should be considered as available for payment of property taxes.

It is recommended that City Council adopt the attached policy to be in compliance with the Act.

CITY OF OAK PARK 2015 POVERTY EXEMPTION POLICY

1. Applicants must be the owner(s) of, and at least one must be an occupant of, the home for which the exemption is being sought. Proof of ownership and residency will be required (deed or land contract, and driver's license or voter's registration card) if it is not already on record with the City of Oak Park Assessor's Office.
2. Applicants will not be eligible for consideration unless they meet the following adopted guidelines as of December 31, 2014. This includes all individuals currently residing in the household, as well as any co-owners who are not residing in the household:

INCOME LIMIT

Income limits shall be those established by the Oak Park City Council, in adherence with Public Act 390 of 1994. For tax year 2014, applicable income limits are as follows:

<u># in Household</u>	<u>2014 Total Household Resources Cannot Exceed</u>
1	\$17,505/yr.
2	\$23,595/yr.
3	\$29,685/yr.
4	\$35,775/yr.
5	\$41,865/yr.
6	\$47,955/yr.
	add \$6,090/yr. for each additional person

ASSET LIMIT

Combined assets cannot exceed the applicant's projected 2015 property taxes +25%. Assets include: cash, checking, savings, money market, IRA's, annuities, investments of any type (eg. stocks & bonds, or other such liquid assets), boats, recreational vehicles, or other property. Assets do not include the applicant's homestead.

3. Meeting the above guidelines will not necessarily result in a property tax reduction. The amount of reduction, if any, will be equal to the difference between line 45 and line 35 on a simulated MI-1040CR (Michigan Homestead Property Tax Credit Claim), using the applicant's 2014 total household income and their projected 2015 property taxes.
4. The above guidelines shall apply to each applicant unless the Board determines there are substantial and compelling reasons to make an exception. If there is a deviation from these guidelines, the reasons shall be communicated in writing to the applicant.

5. All applicants must obtain the proper application from the Assessor's Office, complete the entire application, attach all documentation requested (see back), sign the application and have it notarized.

6. **All applicants must supply copies of the following documents for each individual currently residing in the household as well as any co-owners who are not residing in the household:**

Itemized Statements of Account for the most recent 3 months for every asset account you currently have. (Checking, Savings, IRA's, Investments, etc.)

2013* & 2014 Homestead Property Tax Credit Claim** (MI-1040CR)

2013* & 2014 Michigan Income Tax Return** (MI-1040)

2013* & 2014 Federal Income Tax Return** (Federal 1040 or 1040A)

**NEW applicants are required to submit both 2013 & 2014 information.*

Applicants RETURNING from last year need only submit 2014 information.

****All applicants must also provide the documents that substantiate each of the dollar figures listed on the above tax forms, such as:**

W-2 Forms, Social Security Annual Benefit Statements (SSA-1099), SSI Benefit Notices (Federal & State), Pension Benefit Statements, Dividend & Interest Income Statements, Annual FIP/SA Assistance Statements, Workmen's Compensation Benefit Statements, Unemployment Benefit Statements, Child Support &/or Alimony Documentation, etc.

7. All applicants must appear before the Board of Review in person, unless a written medical excuse is provided by their doctor at the time their application is submitted. Applicants with a written medical excuse may appoint a representative to appear on their behalf to answer any questions the Board may have.

8. All applicants will be evaluated based on data submitted and testimony given along with information gathered from any source the Board chooses.

9. Any applicant may be subject to investigation of their financial and property records by the City. This investigation will be performed to verify information used to support the applicant's poverty claim.

10. Documents submitted to the Board will not be returned. Information and documents submitted to the Board of Review in support of an application for a poverty exemption shall be kept confidential, to the maximum extent permitted by law.

11. Application for Poverty Exemption may be made only one time per year, at either the March, July or December Boards of Review. The amount of exemption, if granted, applies to the **whole** year, and any amount of overpayment will be refunded.

12. All poverty exemptions are **applicable only for the year in which granted**. To be considered for exemption the following year, you must repeat the application process.

ASSET INFORMATION				
List the current balances for <u>all</u> individuals listed on Page 1. If more than one account exists for a line, combine the amounts. <u>ALL assets must be disclosed.</u>				Enter \$0 if None, do NOT leave blank
Cash				\$
Checking Accounts				\$
Saving Accounts/Certificates of Deposit/Money Market Accounts				\$
Stocks/Bonds/Treasury Bills/Mutual Funds				\$
IRA's/401k's/Keoghs/Annuities/Deferred Comp Plans				\$
Life Insurance (current cash value, if any)				\$
Vacation Property/Rental Property/Co-Owner's Home (market value)				\$
Collectibles Held as an Investment, i.e. Jewelry, Coins, etc. (market value)				\$
Other Assets, Description:				\$
Cars/Boats/RV's/etc. (Including LEASED Vehicles)				
	#1	#2	#3	#4
Make & Model				
Model Year				
Current Value				
Balance Owed				

MORTGAGE INFORMATION		Enter \$0 if None, do NOT leave blank
Mortgage Payment (A copy of your mortgage payment coupon or land contract is required)		\$
When did you become the owner of this home?		Year:
<p>IMPORTANT: If you did not become the owner of this home until 2010 or later, you are REQUIRED to provide us with a copy of your "Uniform Residential Loan Application." (This document should have been provided to you at your closing. If you are unable to locate it, you will need to contact your mortgage company in order to obtain another copy. Do not confuse this with your actual mortgage, which is several pages longer but does not contain the information we require.)</p>		

OTHER LIABILITY INFORMATION (Indicate the average monthly bill.)		Enter \$0 if None, do NOT leave blank
What are the current liabilities of <u>all</u> individuals listed on Page 1?		
Car Payment & Insurance		\$
Medical Bills	NOTE: We do <u>not</u> need copies	\$
Phones	of any of these bills,	\$
Gas	just indicate the	\$
Electric	average monthly	\$
Water	amount for each.	\$
Cable TV &/or Internet Service		\$
Other (All other regular bills - specify type & the usual <u>monthly</u> amount)		\$
		\$
		\$

EMPLOYMENT STATUS Ask the Assessor's Office for additional blank sheets if there aren't enough.

You must complete a separate sheet for every adult listed on Page 1, even if that person is not currently working, even if they have never worked. Also, complete a sheet for each minor child who worked anytime in the past 2 yrs.

Name: _____

CURRENT JOB(S)	TOTAL HOURS worked EACH WEEK: _____ (on average)
Business Name, Location, and your Job Title	Month/Year Job Started

MOST RECENT PRIOR JOB	
Business Name, Location, and your Job Title	What Years Did you Work Here
Reason for Leaving: <input type="checkbox"/> Retired <input type="checkbox"/> Disabled <input type="checkbox"/> Fired <input type="checkbox"/> Quit <input type="checkbox"/> Permanently Laid Off	
<input type="checkbox"/> Temporarily Laid-Off, expected Call Back Date (if known): _____	
Did you Receive Unemployment Benefits when you left this Job?	<input type="checkbox"/> Yes - when did/do they expire? _____ <input type="checkbox"/> No, I was not eligible for Unemployment

<p>CHECK ALL THAT DESCRIBE YOU:</p> <p><input type="checkbox"/> Currently Looking for Job</p> <p><input type="checkbox"/> Currently Looking for Better Job / More Hours</p> <p><input type="checkbox"/> Temporarily Physically Unable to Work</p> <p><input type="checkbox"/> Permanently Disabled &/or Elderly, Unable to Work</p> <p><input type="checkbox"/> Full Time Student</p> <p><input type="checkbox"/> Part Time Student</p> <p><input type="checkbox"/> Raising Children</p> <p><input type="checkbox"/> Homemaker</p> <p><input type="checkbox"/> Other _____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>CHECK ALL THAT YOU CURRENTLY RECEIVE:</p> <p><input type="checkbox"/> Job Wages (from current job listed above)</p> <p><input type="checkbox"/> Social Security</p> <p><input type="checkbox"/> S.S.I./Disability Payments</p> <p><input type="checkbox"/> Pension</p> <p><input type="checkbox"/> Survivor's Pension</p> <p><input type="checkbox"/> Unemployment</p> <p><input type="checkbox"/> Workmen's Comp</p> <p><input type="checkbox"/> Payment for Side Jobs (describe below)</p> <p>_____</p> <p>_____</p> <p>_____</p>
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INCOME SUMMARY List ALL income for all individuals listed on Page 1, whether taxable or not. Use a separate line for each person's figures & each source. ALL income & assistance must be disclosed.

WAGES, SALARIES, TIPS, BONUSES, ETC.	Prior Year TOTAL		Current Monthly Amount
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
PENSIONS	Prior Year TOTAL		Current Monthly Amount
	\$		\$
	\$		\$
SOCIAL SECURITY BENEFITS	Prior Year TOTAL		Current Monthly Amount
	\$		\$
	\$		\$
S.S.I. BENEFITS (FEDERAL)	Prior Year TOTAL		Current Monthly Amount
	\$		\$
	\$		\$
S.S.I. BENEFITS (STATE)	Prior Year TOTAL		Current Monthly Amount
	\$		\$
	\$		\$
OTHER PAYMENTS RECEIVED	Prior Year TOTAL		Current Monthly Amount
-UNEMPLOYMENT COMPENSATION	\$		\$
-WORKMEN'S COMPENSATION	\$		\$
-CHILD SUPPORT or ALIMONY	\$		\$
-S.D.A. ASSISTANCE	\$		\$
-F.I.P. CASH ASSISTANCE	\$		\$
-FOOD STAMPS (BRIDGE CARD)	\$		\$
-OTHER:	\$		\$
-OTHER:	\$		\$
ALL OTHER HELP/GIFTS	Total LAST YEAR	Total so far THIS YEAR	Current Monthly Amount
- FROM FAMILY	\$	\$	\$
- FROM FRIENDS	\$	\$	\$
- FROM CHURCH	\$	\$	\$
- FROM CHARITIES	\$	\$	\$
- OTHER:	\$	\$	\$
- OTHER:	\$	\$	\$

IMPORTANT – REQUIRED DOCUMENTS

You must provide the following documents for everyone listed on Page 1 (even if they do not contribute to the household financially)

3 MONTHS of ITEMIZED BANK/FINANCIAL STATEMENTS

- This applies to ALL types of financial accounts, including: Checking, Savings, CD's, IRA's, 401k's, Stocks & Bonds, Mutual Funds, etc. - all investments of any kind.
- The Board requires the most recent 3 months, older statements are not acceptable.
- The Board requires itemized statements showing every transaction in every account, a printout which simply shows the balance is not acceptable.

2 YEARS of COMPLETE INCOME TAX RETURNS

- If you received a poverty exemption last year, the below information is required for 2014 only, all other applicants are required to provide this information for both 2013 & 2014.
- **State Tax Returns (including Homestead Property Tax Credit Claim MI-1040CR)**
- **Federal Tax Returns (if required to file a Federal return)**
- Everyone's COMPLETE tax returns are required, including ALL schedules and attachments.
- Backup documentation is required for every amount listed on these tax returns, such as:
W-2 Forms, Dividend & Interest Income Statements, Pension Benefit Statements, Social Security Annual Benefit Statements (SSA-1099), SSI Benefit Notices (Federal & State), Annual FIP/SA Assistance Statements from DHS, Workmen's Comp Benefit Statements, Unemployment Benefit Statements, Child Support &/or Alimony Documentation, etc.
- Backup documentation which only shows what is currently being received is not acceptable – again, we require documentation showing where each amount on the tax returns came from.
- The Tax Returns provided to us must be copies of the actual Tax Returns filed with the government. If a copy was not kept, one can be obtained by contacting the IRS &/or the Michigan Department of Treasury.
- If anyone's tax returns have not yet been filed, they will need to be filed prior to applying for this exemption.

PLEASE NOTE

- Poverty Exemptions can be applied for only once per year; at either the March, July, or December Board of Review, whose meeting dates are listed on the cover letter you received.
- If you are not able to gather All the required documents, you are encouraged to wait and apply at a later date this year, rather than risk being denied the exemption. If your application is denied, you cannot reapply until the following year.
- The Board of Review has no authority to change prior year taxes.

PLEASE READ CAREFULLY:

I/We, am/are unable to pay the full property taxes on the above described property in accordance with section 211.7u Michigan Compiled Laws. I/We have read this application and fully understand the contents thereof. I/We declare that the statements made herein are complete, true, and correct to the best of my/our knowledge. *I/We further understand that if any information contained herein is found to be false or incomplete, any and all relief granted by this application will be forfeited and placed back on the assessment roll with penalties and interest occurring on the additional tax liability in accordance with Section 211.119 Michigan Compiled Laws.*

* **WARNING:** A person making a false statement on this affidavit is guilty of perjury.

Relative to the above stated acknowledgment, I request the City of Oak Park Board of Review grant this poverty exemption.

PETITIONER(S) SIGNATURE(S):

CO-OWNER(S) SIGNATURE(S):

State of Michigan, County of Oakland

State of Michigan, County of Oakland

Subscribed and sworn to before me

Subscribed and sworn to before me

this _____ day of _____, 20____,

this _____ day of _____, 20____,

by _____

by _____

Notary Public

Notary Public

My Commission Expires:

My Commission Expires:

INFORMATION AND DOCUMENTS SUBMITTED TO THE BOARD OF REVIEW IN SUPPORT OF AN APPLICATION FOR POVERTY EXEMPTION SHALL BE KEPT CONFIDENTIAL, TO THE MAXIMUM EXTENT PERMITTED BY LAW.



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RICK SNYDER
GOVERNOR

R. KEVIN CLINTON
STATE TREASURER

**BULLETIN NO. 14 of 2014
CHANGES FOR 2015
October 13, 2014**

TO: Assessors
Equalization Directors

FROM: State Tax Commission (STC)

RE: **PROCEDURAL CHANGES FOR THE 2015 ASSESSMENT YEAR**

The purpose of this Bulletin is to provide information on statutory changes or procedural changes for the 2015 assessment year.

A. Inflation Rate Used in the 2015 Capped Value Formula.

The inflation rate, expressed as a multiplier, to be used in the 2015 Capped Value formula is 1.016. The 2015 Capped Value Formula is as follows:

$$\text{2015 CAPPED VALUE} = (\text{2014 TAXABLE VALUE} - \text{LOSSES}) \times 1.016 + \text{ADDITIONS}$$

The preceding formula does not include 1.05 because the inflation rate multiplier of 1.016 is lower than 1.05.

B. Federal Poverty Guidelines Used in the Determination of Poverty Exemptions for 2015.

MCL 211.7u, which deals with poverty exemptions, was significantly altered by PA 390 of 1994 and was further amended by PA 620 of 2002.

Local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels **shall not be set lower** by a city or township than the federal poverty guidelines updated annually by the U.S. Department of Health and Human Services. This means, for example, that the income level for a household of 3 persons **shall not be set lower** than \$19,790 which is the amount shown on the following chart for a family of 3 persons. The income level for a family of 3 persons may be set higher than \$19,790. Following are the federal poverty guidelines for use in setting poverty exemption guidelines for 2015 assessments.

Size of Family Unit	Poverty Guidelines
1	\$ 11,670
2	\$ 15,730
3	\$ 19,790
4	\$ 23,850
5	\$ 27,910
6	\$ 31,970
7	\$ 36,030
8	\$ 40,090
For each additional person	\$4,060

Note: PA 390 of 1994 states that the poverty exemption guidelines established by the governing body of the local assessing unit shall also include an asset level test. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum amount permitted and all other assets above that amount should be considered as available. Please see STC Bulletin 5 of 2012 for more information on poverty exemptions.

Note: P.A. 135 of 2012 changed the requirements for filing documentation in support of a poverty exemption to allow an affidavit (Treasury Form 4988) to be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year. This does include the owner of the property who is filing for the exemption.

C. Multipliers for the Valuation of Free-Standing Communication Towers.

The State Tax Commission recommends that, subject to the qualifications stated below, communication towers should be valued for the 2015 assessment year using the table of **historical** (original cost when the tower was new) cost valuation multipliers set forth in the multiplier table below. These multipliers have been developed in a manner such that they account for the typical depreciation which is expected for a tower of the indicated age and also account for changes in the cost of the tower and erecting it that have occurred since the time the tower was constructed. On this basis, the multiplier table which is shown below is intended to predict the current true cash value of a tower of the vintage year in which the tower was constructed. An important component in determining the current value of a tower built in a given year is the change in the cost of materials, particularly changes in the cost of steel, between the time of construction and the current Tax Day. Since the table considers both depreciation and changes in construction costs, and since changes in construction cost have not always occurred at a constant rate, the multiplier table does not always evidence a decline in the rate by which the historical cost must be adjusted in order to determine current value. This effect is expected and can be better understood if one remembers that the multiplier table is not a depreciation table and the multipliers are applied to the historic cost of construction, not to the current replacement cost.



15D

CITY OF OAK PARK

OFFICE OF THE CITY CLERK

Agenda Item Request

BUSINESS OF THE CITY COUNCIL CITY OF OAK PARK, MICHIGAN

AGENDA OF: January 20, 2015

SUBJECT: Library Fee Schedule

DEPARTMENT: Library

SUMMARY: The Library Board is requesting that City Council consider amending the Fee Schedule for the Library to allow for an increase from .10 to .15 for black and white copies and to add a new fee for renting "New Release DVD Films" at a cost of \$1.00 for 3 days with overdue fees of \$1.00 per day, up to a maximum of \$10.00 per item. The Library would like to be able to use these fees that will be collected to purchase additional products that could increase availability to a greater number of patrons.

FINANCIAL STATEMENT:

RECOMMENDED ACTION: Request that City Council approve the Library Board's request to amend the Fee Schedule to increase from .10 to .15 for black and white copies and to allow for a new fee of \$1.00 for a 3 day rental of "New Release DVD Films" and overdue fees of \$1.00 per day up to \$10.00 per item.

APPROVALS:

CITY MANAGER: _____

FINANCE DIRECTOR: _____

DIRECTOR: 

The Library Board would like to amend the fee schedule for the library for the following items.

Change the fee for printing black and white copies from \$.10 per copy to \$.15 per copy.

Reasoning:

The present printers in the library are 5 years old, and are not efficient in their use of resources. By increasing the print costs, we will set up a technology replacement cycle for replacing these older machines with new, higher efficiency machines with better print quality and faster service.

Create a fee schedule for renting "New Release DVD Films" at a cost of \$1.00 for 3 Days, with overdues being \$1.00 per day, up to a maximum fee of \$10.00 per item.

Reasoning:

By charging a small fee and lessening the time for rental, it is the hope of the library board to increase the amount of feature films we have for rent. First, with the small fee, we will be able to purchase a few more major release DVD's every year. Second, by cutting the loan time in half, we will increase availability to a greater number of patrons.