

# OAK PARK



## Resident Handbook

GERALD E. NAFTALY MUNICIPAL COMPLEX  
14000 Oak Park Blvd., Oak Park, Michigan 48237  
(248) 691-7400 • oakparkmi.gov

Revised 2026



Scan for more information

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## City Council

Marian McClellan  
**Mayor**

Julie Edgar  
**Mayor Pro Tem**

Solomon Radner  
**Council Member**

Shaun Whitehead  
**Council Member**

Stephanie Crawford  
**Council Member**

## City Administration

Erik Tungate  
**City Manager**

Ed Norris  
**City Clerk**

Resident Handbook  
Produced by the City Manager/Admin Office  
Revised March 2026

# Quick Guide

## City Services

**Public Safety** 911 – Emergencies  
(248) 691-7520 – Non-Emergencies

**Utility Billing**  
(248) 691-7470

**Trash/Recycling**  
(248) 691-7497 oakparkmi.gov

**Secretary of State**  
13401 W. 10 Mile Rd., Oak Park  
(888) 767-6424  
michigan.gov/sos

**U.S. Post Office**  
14200 W. 8 Mile Rd., Oak Park  
(248) 968-3085 usps.com

## School Districts

**Oak Park Schools**  
(248) 336-7700  
oakparkschools.org

**Ferndale Public Schools**  
(248) 586-8651  
ferndaleschools.org

**Berkley School District**  
(248) 837-8000  
berkleyschools.org

## Utilities

**Comcast (Cable/Internet/Phone)**  
(800) 266-2278 • comcast.com

**AT&T (Cable/Internet/Phone)**  
(800) 288-2020 • att.com

**DTE Energy (Electricity)**  
(800) 477-4747 • dteenergy.com

**Consumers Energy (Natural Gas)**  
(800) 477-5050  
consumersenergy.com

**SOCRRA (Recycling and Waste)**  
(248) 288-5150  
socrra.org

**Priority Waste**  
(855) 927-8365  
prioritywaste.com



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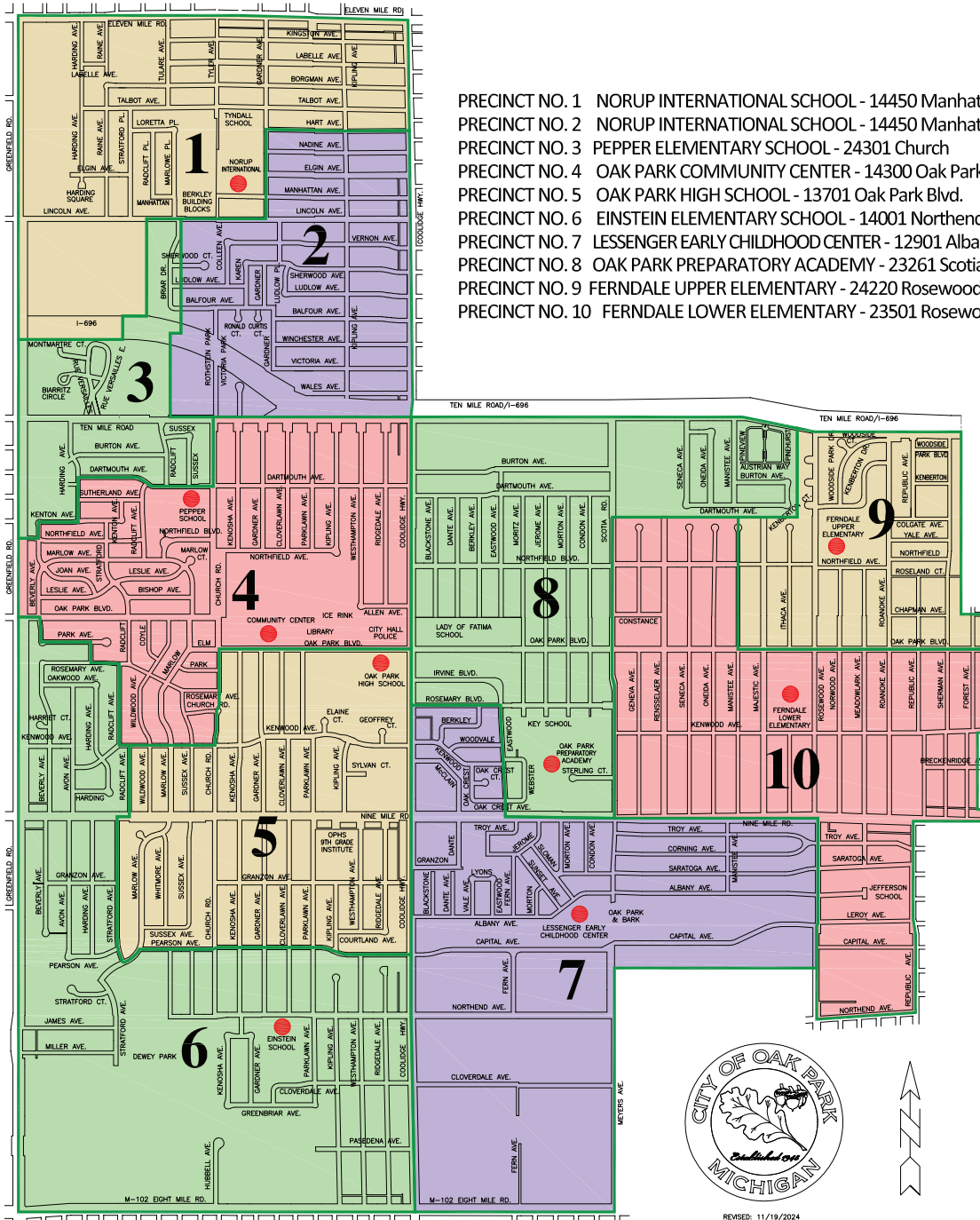


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# Voting Precinct Map

This map includes the streets and highways located within the City of Oak Park. Also identified on the map are 10 voting precincts and 9 voting locations throughout the City of Oak Park. For more information about the voting registration process or your polling site, contact the City Clerk at (248) 691-7544 or visit the City's website at oakparkmi.gov

## CITY OF OAK PARK VOTING PRECINCTS



- PRECINCT NO. 1 NORUP INTERNATIONAL SCHOOL - 14450 Manhattan
- PRECINCT NO. 2 NORUP INTERNATIONAL SCHOOL - 14450 Manhattan
- PRECINCT NO. 3 PEPPER ELEMENTARY SCHOOL - 24301 Church
- PRECINCT NO. 4 OAK PARK COMMUNITY CENTER - 14300 Oak Park Blvd.
- PRECINCT NO. 5 OAK PARK HIGH SCHOOL - 13701 Oak Park Blvd.
- PRECINCT NO. 6 EINSTEIN ELEMENTARY SCHOOL - 14001 Northend
- PRECINCT NO. 7 LESSENGER EARLY CHILDHOOD CENTER - 12901 Albany
- PRECINCT NO. 8 OAK PARK PREPARATORY ACADEMY - 23261 Scotia
- PRECINCT NO. 9 FERNDALE UPPER ELEMENTARY - 24220 Rosewood
- PRECINCT NO. 10 FERNDALE LOWER ELEMENTARY - 23501 Rosewood



REVISED: 11/19/2024

## Oak Park At-A-Glance

County  
**Oakland County**

City area  
**5.16 sq. miles**

Residential population  
**29,495**

Total households  
**12,432**

Number of businesses  
**Around 700**

Homeownership rate  
**57.9%**

High school graduate Or higher  
**90%**

**Source: 2022 Census**



## WELCOME HOME!

Dear Neighbor:

We are so glad you have chosen to make Oak Park your new home. In the City of Oak Park, we strive to provide the highest quality of life for our residents in everything we do. We pride ourselves on the richness of our cultural diversity and our safe and secure neighborhoods. We actively encourage residential and business growth. We are business-minded and family-centered.

### Our Vision:

The City of Oak Park will lead the region as the most dynamic city in Metropolitan Detroit, serving as a destination as a vibrant, cutting-edge community.

### Our Values:

As City Council and Administration for the City of Oak Park, we are committed to:

- Prioritizing our public's well-being first;
- Operating with integrity and maintaining the trust of our residents;
- Providing the highest quality programs and services;
- Serving as good stewards of our financial and physical resources;
- Delivering honest, responsive government; and
- Attracting innovation, community development and business enterprise.

### School Districts:

- Berkley School District
- Ferndale Public Schools
- Oak Park Schools

### Public Amenities:

- Baseball Fields
- Basketball Courts
- Community Center
- Library
- Municipal Pool
- Oak Park & Bark
- Parks
- Park Shelters
- Sledding Hills
- Water Tower Social District

### Annual Events:

Winterfest, Daddy Daughter Dance, Mayor's 5K Race, Independence Day Parade, Concerts in the Park, Trunk or Treat, Animal Immunization, and Farmers Market.

### Corridor Improvement Authority Events

Family Fun Fest, Cruise & Groove, Tower Tailgating, and Oaktoberfest.

# City Government

## City Council



Marian McClellan  
**Mayor of Oak Park**



Julie Edgar  
**Mayor Pro Tem**



Solomon Radner  
**Council member**



Shaun Whitehead  
**Council member**



Stephanie Crawford  
**Council member**

The City of Oak Park operates under a Council - Manager form of government. Council, as the legislative body, is comprised of five members – the mayor, mayor pro tem, and three members.

City Council is empowered by the City Charter to develop city-wide policy. Each council member is elected to a four-year term except the mayor, who holds a two-year position. Council members are elected by the citizens of Oak Park to represent the entire community; and each member has an equal voice and vote. The State of Michigan's 1976 Open Meetings Act requires that the public is appropriately notified about and welcome to attend Oak Park City Council meetings.



Erik Tungate  
**City Manager**

## City Administration

As the City's chief executive officer, the City Manager administers the City's day-to-day operations and assumes responsibility for the implementation of City Council policies.

All City department heads report directly to the City Manager.



## Boards and Commissions

Oak Park has 16 Boards and Commissions comprised of resident volunteers approved by the city. Each board and commission serves in an advisory capacity to the City Council and City administrative staff performing a vital function for the efficient operation of local government.

- Arts and Cultural Diversity Commission
- Beautification Advisory Commission
- Board of Review
- Brownfield Redevelopment Authority
- Building Board of Appeals
- Corridor Improvement Authority Board
- Election Commission
- Employees Retirement System
- Juneteenth
- Library Board of Directors
- Local Officers Compensation Commission
- Planning Commission
- Public Safety Retirement System
- Parks and Recreation Commission
- Recycling and Environmental Conservation Commission
- Traffic Safety Board
- Zoning Board of Appeals

The City Clerk provides each of the boards and commissions with training on meeting efficiency. Members learn to develop proper agendas and maintain meeting minutes, as well as how to follow bylaws and conduct meetings under the Open Meetings Act, which requires that the public is appropriately notified and invited to attend meetings.

## AREA ELECTED OFFICIALS



**Michigan Governor  
Gretchen Whitmer**

**U.S. Senators  
Elissa Slotkin  
Gary Peters**

**U.S. Representatives  
Haley Stevens (Dist. 11)**

**Michigan Senate  
Mallory McMorrow (Dist. 8)**

**Michigan House Of  
Representatives  
Regina Weiss (Dist. 5)  
Jason Hoskins (Dist. 18)**

**Oakland County  
Executive  
David Coulter**

**Oakland County  
Board Of  
Commissioners  
Yolanda Smith Charles (17)**

**For more information, visit  
[usa.gov/elected-officials](https://usa.gov/elected-officials), or  
scan the QR code below.**



# Municipal Buildings



**City Hall**  
 14000 Oak Park Blvd.  
 Oak Park, MI 48237  
 (248) 691-7410  
 Monday to Thursday  
 8 a.m. to 5 p.m.  
 Every other Friday  
 8 a.m to 4 p.m.



**Public Safety**  
 13800 Oak Park Blvd.  
 Oak Park, MI 48237  
 Emergencies: 911  
 Non Emergencies: (248) 691-7520  
 Monday to Thursday  
 8 a.m. to 5 p.m., Fridays 8 a.m. to 4 p.m.  
 Emergencies - 24/7



**Oak Park Public Library**  
 14200 Oak Park Blvd.  
 Oak Park, MI 48237  
 (248) 691-7480  
 Monday to Thursday  
 10 a.m. to 8 p.m.  
 Fridays 10 a.m. to 5 p.m.  
 Sundays 1 p.m. to 5 p.m.



**Municipal Services**  
 14300 Oak Park Blvd.  
 Oak Park, MI 48237  
 (248) 691-7450  
 Monday to Thursday  
 8 a.m. to 5 p.m.  
 Every other Friday  
 8 a.m to 4 p.m.



**Community Center**  
 14300 Oak Park Blvd.  
 Oak Park, MI 48237  
 (248) 691-7555  
 Monday to Thursday  
 8 a.m. to 5 p.m.  
 (Closed daily for lunch 1 to 2 p.m.)  
 Every other Friday  
 8 a.m to 4 p.m.



**45th District Court**  
 13600 Oak Park Blvd.  
 Oak Park, MI 48237  
 (248) 691-7440  
 Monday to Friday  
 8 a.m. to 4:30 p.m.



**Public Works**  
 10600 Capital St.  
 Oak Park, MI 48237  
 (248) 691-7497  
 Monday to Friday  
 7:30 a.m. to 4 p.m.



**Event Hub**  
 14100 Oak Park Blvd.  
 Oak Park, MI 48237



**Bandshell**  
 14100 Oak Park Blvd.  
 Oak Park, MI 48237

# Trash & Recycling

The City of Oak Park runs on a Five-Day Trash Collection Schedule.

**Section One:** North of Ten Mile, between Greenfield and Coolidge Hwy.

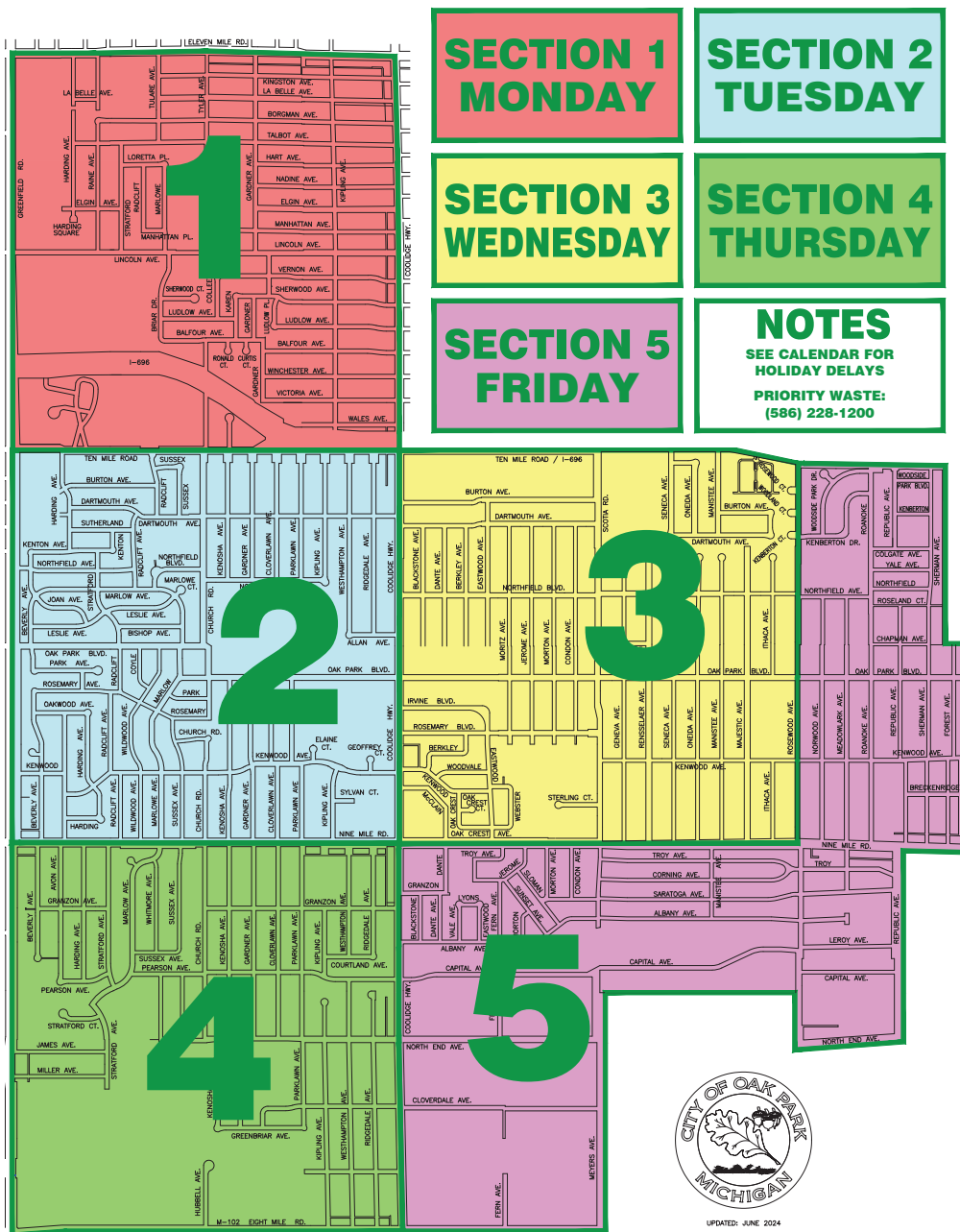
**Section Two:** North of Nine Mile and South of Ten Mile, between Greenfield and Coolidge Hwy.

**Section Three:** North of Nine Mile and South of Ten Mile, between Coolidge Hwy. and Rosewood Ave.

**Section Four:** North of Eight Mile and South of Nine Mile, between Greenfield and Coolidge Hwy.

**Section Five:** South of Nine Mile, between Coolidge Hwy. and the City of Ferndale; and North of Nine Mile, between Rosewood and the City of Ferndale.

## TRASH COLLECTION ROUTES



UPDATED: JUNE 2024

# Public Works

10600 Capital Street, Oak Park, MI 48237 (248) 691-7497

The Department of Public Works, or DPW, provides City services divided among five divisions: Streets, Water and Sewer System, Parks and Forestry, Motor Pool, and Facilities Maintenance.

The department's overarching goal is to provide a high quality of life to residents, local businesses and fellow employees by delivering responsive, efficient and effective services.



## Trash Collection

- All trash must be curbside by 7 a.m. on collection day.
- Place trash curbside at or after noon the day before collection day.
- Bags or trash cans (no boxes) must not exceed 32 gallons each.
- Trash must be easy to handle.
- About seven bags/cans or bundles (or one cubic yard) allowed per collection.
- Regulation-size, 95-gallon, mini-dumpsters are allowed and can be ordered through the City's Utility Billing Department.
- Up to three large household items per pick-up are allowed but must be separated from trash.
- Mattresses placed at the curb **MUST** be in a bag for safe disposal.
- See the City newsletter/website or call DPW for holiday pick-up schedule.
- Items **NOT** permitted include: automotive parts, tires, waste oil, drums, pallets, gravel, slate, tile, stone, poisons, dead animals, ammunition, explosives, concrete, soil, medicine, drugs, construction or move-out

debris, or any item that may harm collection personnel.

- Unused, prescription medications can be disposed of at the Department of Public Safety building at 13800 Oak Park Blvd, Oak Park, MI. Call (248) 691-7520 for more information.

## Yard Waste

- Yard waste and brush are collected weekly at curbside from early April through early December.
- Yard waste must be in brown paper bags or 32-gallon garbage cans marked "Yard Waste."
- Yard waste stickers can be obtained in City Hall or at DPW.
- Bags or cans must not exceed 50 pounds.
- Before early April, drop yard waste at SOCRRA Center located at 995 Coolidge Road in Troy. For more information, visit [socrra.org](http://socrra.org).
- Use SOCRRA's Waste Wizard tool to see what can and can't be recycled: [socrra.org/waste-wizard](http://socrra.org/waste-wizard)
- See the City newsletter/website or call DPW for holiday pick-up schedule.

## Public Works



### Tree Branch Collection

- Only brush resulting from yard maintenance (organic) is collected.
- Small brush (2 inch diameter or less) must be tied in bundles less than 40 pounds.
- Large brush (6 inch diameter or less, 4-8 feet in length) must be stacked on curb with cut-ends together for the chipper.
- Items not permitted: material produced by commercial landscapers or tree trimmers, total tree removal, logs, stumps or roots. (Use a private contractor in these instances.)

### Recyclables

- Recyclables must be placed in approved containers.
- Permitted items include: newspaper, tin, aluminum, glass, and plastic containers.
- For a complete list of allowances, contact DPW, or see the City's Website.
- Recycling bins can be purchased at the Utility Billing Department at City Hall.

### Snow Emergencies

- A snow emergency is called when four or more inches of snow falls or other hazardous conditions necessitate. No parking is permitted on City streets during snow emergencies until the Snow Emergency is lifted.
- When a snow emergency has been declared, all vehicles must be removed from curbside and parked off street. Parking on city streets is prohibited until the snow emergency has been lifted by the City Manager.
- When a snow emergency is called or called off, local television stations (ABC, NBC, Fox, and CBS) and radio stations (WWJ and WJR). The City also announces snow emergencies on their website's home page, social media (Facebook and "X"), Comcast OPTV16, and Community eBlasts (email).

### Household Hazardous Waste

- At no charge, residents may drop off items, such as paints, garden chemicals, household cleaners, and solvents at the SOCRRA Drop-Off Center at 995 Coolidge Rd. in Troy.
- Residents must first call for an appointment at (248) 288-5150.

**Sign up for City notifications**



# Municipal Services

14300 Oak Park Blvd., Oak Park, MI 48237 (248) 691-7450

Municipal Services consists of the following public divisions:

- Building Inspection (Mechanical, Electrical, and Plumbing), and Code Assistance
- Engineering
- Animal Control
- Economic Development & Planning

## Building Inspection and Code Assistance

The building inspection and code assistance departments are responsible for all permit issuance; inspection of all work related to construction projects or structures in the City; enforcement of the zoning ordinance; and investigation of alleged ordinance and code violations related to: signs, nuisances and offensive conditions, blight, garbage and rubbish containment, weeds and rodent control, dog pound and animal control, and certain types of parking offenses.

### Contact Code Assistance to Report:

- Abandoned houses
- Abandoned vehicles on private property
- Rentals: Landlords must register for a rental license every two years to rent properties in the city
- Trash, debris, and other property blight

## Engineering

The Engineering Division oversees all matters related to construction of the physical properties of the City's infrastructure, as well as planning and engineering services for the City.

### Contact Engineering to report:

- Burned out streetlights
- Malfunctioning traffic signals
- Dangerous sidewalks
- Water main breaks on public property
- Drainage issues



## Building

### Building Permits:

Residents and businesses are required to obtain building permits for:

- Plumbing/mechanical or electrical work
- Additions or alterations to existing structures

### DIY Home Improvements:

Contact the Building Inspector to discuss your options.

### Financial Assistance:

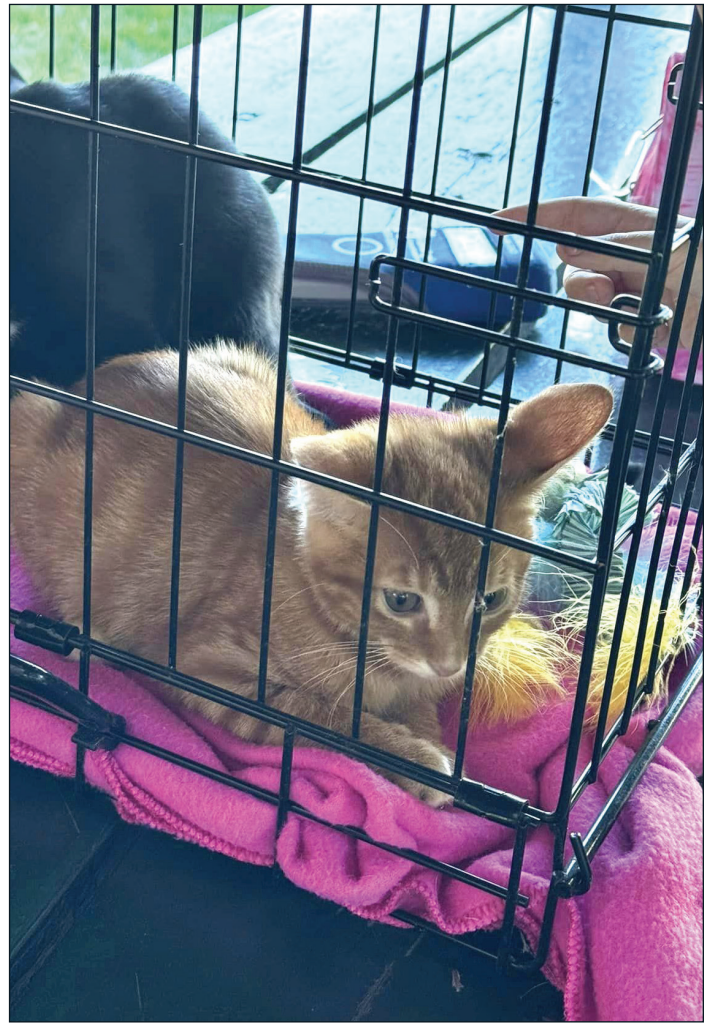
Residents who qualify with low-to-moderate income can contact Oakland County Home Improvement Loan Programs for home repairs at (248) 858-0493. The City of Oak Park also has a Housing Rental Program.

## Water Leaks:

- Residents are responsible for repairing water leaks on private property.
- Engineering generally notifies residents in advance of major street, sidewalk, water, or sewer projects. To learn more about planned improvements to the City's infrastructure, contact the Engineering Department.
- Sump pumps and drains should end 10 feet or more from sidewalk edge.



## Municipal Services



### Animal Control

- Residents can own up to three animals.
- All dogs and cats must be licensed by the City of Oak Park and on a suitable leash (or, in the case of cats, on a harness) while off owner or custodian premises, including public parks.
- Owner must remove all droppings in public spaces.
- Lost pets are held for 4 to 7 days (unless sick or otherwise needing veterinarian service) in the City pound, on the Department of Public Works

grounds at 10600 Capital St., Oak Park. A daily charge is due when the pet is picked-up.

- The City does NOT provide wildlife removal (i.e., raccoons, birds or bats) from properties. Residents must secure a private contractor.
- If you are bitten by an animal, contact Animal Control between 8 am and 5 pm. Contact Public Safety at (248) 691-7447 between 5 p.m. and 8 a.m.

### FAQs

#### **Am I allowed to display a temporary sign or banner?**

Temporary signs and banners are allowed with a permit. See Municipal Services for an application and further details.

#### **Before I dig holes in my yard to plant trees or install a fence, how do I identify water or sewer line locations?**

Call MISSDIG by dialing 811 or (800) 482-7171 for this information.



# Municipal Services

14300 Oak Park Blvd., Oak Park, MI 48237 (248) 691-7450

## Economic Development and Planning

The Economic Development and Planning Division (EDP) works with Oak Park businesses and entrepreneurs to attract and retain a strong business base in the community.

EDP offers business support, as well as programs designed to enhance quality of life within the community. The City proactively recruits businesses to diversify the employment base. We streamline review and permitting, and reduce approval time in order to expedite quality developments.

For more information, call EDP at (248) 691-7450.



## Corridor Improvement Authority

The Oak Park Corridor Improvement Authority (CIA) is dedicated to fostering the vitality of the city's business districts. Established in 2016, the CIA has been instrumental in revitalizing commercial corridors and supporting projects such as streetscape improvements, façade grants for businesses, marketing and promotional efforts for all CIA district businesses, and hosting local



community events and business seminars. Our CIA district encompasses approximately five miles and 280 businesses.

The district includes the south side of 11 Mile (from Coolidge to Tulare), all of Coolidge Hwy., and 9 Mile (from Hyland to Cloverlawn St.) The CIA is governed by a board of directors that includes the mayor, five local business owners, and one resident, that meets every third Thursday of the month. Interested residents should reach out to us. For the latest events and updates, follow City and CIA social channels.



**Municipal Services**

needed. The applicant must work concurrently with the Economic Development and Planning and Building Departments through the completion of the project. For all other building permits, please contact the Building Department at (248) 691-7450.

**I am looking to purchase property within the City. How can I get information about the property?**

You can find information on any parcel of property located within the City by searching the assessing data, which is available on [bsaonline.com](http://bsaonline.com). The data available includes taxpayer of record information, lot size, physical improvements of land, property description, sales data, drawings and maps. For more information, please call the Assessing Department at (248) 691-7550.

**I plan to open a business in Oak Park, do I need a license?**

Businesses are required to have a current business license. Licenses can be downloaded on the City website.

**FAQ - Planning Division**

**How do I check property zoning?**

The Planning division can assist by reviewing the City's official Zoning District Map, which is also on the City's website as Appendix A of the City Code.

**How do I apply for a building permit?**

If your project involved a site plan review or special land use process and received the Planning Commission's approval. Based on the conditions of the site plan approval, the applicant must submit a final site plan to the Economic Development and Planning Department for review and approval. Once approved, the applicant may submit the building permits, as

**The Benefits of Planning**

Planning works to ensure our community is safe, strong and connected both now and twenty years from now.

# Finance and Accounting

14000 Oak Park Blvd., Oak Park, MI 48237 (248) 691-7545

The Finance Department consists of five divisions: Accounting, Assessing, Purchasing, Treasury, and Utility Billing.

The Finance Department provides the City comprehensive financial services and support. The Finance Department recommends financial policies to the City Manager; maintains excellence in the accounting of all financial transactions; provides support to City departments; and assists with budgetary and procurement issues. The Department strives to retain and enhances the public's confidence with respect to the City's management of public finances.

The Finance Director is designated as investment officer of the city and is responsible for the investment decisions and activities. The Finance Director is also responsible for the administration of the employee's retirement system, serves as the liaison to the employee's Retirement Board and as a member of the Retirement Board's Investment Committee.

The Finance Department prepares both the City's Annual Budget and the Annual Comprehensive Financial Report (ACFR). The ACFR is a set of financial statements which presents the City's economic position at the end of each fiscal year, which is June 30.

## FAQ - Assessing

### What do the terms "assessed value" and "taxable value" mean?

Assessed Value is generally one-half of the market value of the property, as determined by a two-year sales study. The term "state equalized value" or SEV simply means the Assessed Value as adjusted following county and state equalization. Taxable Value is the amount on which your property taxes are levied. Taxable Value is capped and can only change by the rate of inflation each year (or 5%, whichever is less), unless a property has had a Transfer of Ownership in the prior year or had physical changes to the property.



### Why are my taxes higher than my neighbor's taxes when our houses seem so similar?

Under Proposal A, you and your neighbor can live in identical houses and pay a different amount of taxes. If your neighbor has lived in his house for several years and you just purchased yours, it is possible that you will pay more taxes than your neighbor. This is because your taxable values can be different due to uncapping in different tax years.

### What is a "Principal Residence Exemption"?

This is an exemption from paying the 18 mills school operating tax. For eligibility, you must own and occupy the home and have a valid Principal Residence Exemption (PRE) on file with the Assessor's Office.

### What should I do with the Notice of Assessment I receive by mail each February?

Review it. Contact the Assessor with any questions. Maintain the notice in preparation for your tax returns next year.

### How do I turn a large property into two parcels?

The City Assessor reviews and approves all lot splits and combinations. The Planning Division can assist identifying Zoning Ordinance requirements.

## FAQ - General

### How is fiscal policy set in Oak Park?

The City Manager, with City Council approval, sets fiscal policy. The Annual Budget is available for public review in the Oak Park Library, the City Clerk's Office, the Finance Department in City Hall, and online on the City's website.

### How can I do business with the City?

Current contracts up for bid are posted on Bid Net Direct ([bidnetdirect.com](http://bidnetdirect.com))

## FAQ - Stormwater Charges

Stormwater is charged to Oak Park's water and sewer customers because when it rains, surfaces drain water into the City's sewage system. This is called runoff. Runoff can enter the system in a number of ways, such as surface drainage into public structures, direct connections from private systems, and infiltration through the ground.

## FAQ - Taxes

### When are taxes due?

Summer taxes are due between July 1 and Aug. 31. Winter taxes are due between Dec. 1 and Feb. 14.

### How can I pay my bill?

Online payments using a credit/debit card or e-check can be made 24 hours a day on the City's website at [oakparkmi.gov](http://oakparkmi.gov). Credit/debit card payments are also accepted at the counter in City Hall. Any credit/debit or e-check payment will incur a convenience fee charged by the credit/debit card processing company. The City of Oak Park does not receive any of the convenience fee. Tax bills may also be paid with cash, check, or money order delivered by mail, in-person at the counter in City Hall, or by using the drop box outside City Hall, at 14000 Oak Park Blvd., Oak Park, MI.

### What if I cannot pay my taxes on time?

- The City of Oak Park will accept payments for summer taxes without penalty through August. In September, there will be a 4% penalty charged to all unpaid summer taxes. Beginning

in October, an additional penalty of one-half of 1% per month will also be assessed, not to exceed 6%.

- Winter taxes paid after February 14 will incur a penalty of 3%.

### Will a partial payment be accepted on tax bills?

Yes. A partial payment option is available. Please contact the Treasury Department at (248) 691-7545 for details.

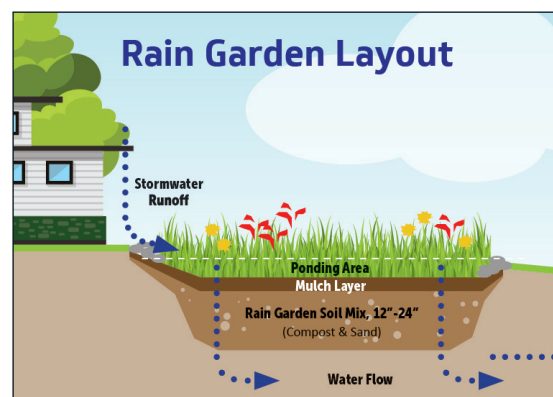
## FAQ - Utility Division

### How do you calculate my utility bill?

Utility bills are determined by the amount of water that passes through your water meter multiplied by the current water and sewer rates. Visit our website @ [oakparkmi.gov](http://oakparkmi.gov) to view the current fee schedule for all current rates and charges.

### How can I pay my bill?

- The City of Oak Park offers a variety of payment options for utility bills, making the process as easy as possible. Any payment by credit/debit card or e-check will incur a convenience fee charged by the credit/debit card processing company. The City of Oak Park does not receive any portion of the convenience fees.
- Pay Online: [oakparkmi.gov](http://oakparkmi.gov)
- Drop Box: Front of City Hall, 14000 Oak Park Blvd. (NO CASH) Mail: Detach top portion of bill and mail to 14000 Oak Park Blvd, Oak Park, MI 48237
- Autopay: ACH Bank Autopay (Free) visit [oakparkmi.gov](http://oakparkmi.gov)
- In Person: 14000 Oak Park Blvd, Oak Park, MI 48237, during normal City Hall operating hours.



# Office of the City Clerk

14000 Oak Park Blvd., Oak Park, MI 48237 (248) 691-7544

The City Clerk's Office is responsible for providing services for City Council and the City's boards and commissions (see page 4).

The Office is responsible for:

- Coordinating all election activity in the City
- Issuing specialty licenses and permits
- Records management
- Mail processing
- Public notice administration
- Bid openings
- Freedom of Information Act (FOIA).

consecutive days beginning on the second Saturday before the election and ending the Saturday before the election.

## Freedom of Information Act Requests

Requests for information (documents, records, statistics, etc.) made through the Freedom of Information Act (FOIA) can be filed by accessing the City website at [oakparkmi.gov](http://oakparkmi.gov)

## FAQ - Absentee Ballots

Absent voter ballots are available to registered voters for all elections. They provide a convenient method for casting a ballot when a voter is unable to attend the polls on election day.

To receive an absentee ballot, you must complete the required application, which can be found at [oakparkmi.gov](http://oakparkmi.gov) or at the City Clerk's Office. Return your application to the Clerk's Office by mail or drop it off in-person. Ballots are mailed within 24 hours of receipt.

Registered voters may also vote early nine





## Permits and Licenses

Upon payment of any applicable fees, the City Clerk issues specialty permits and licenses:

- Garage sales: Two individual sales allowed per year, no more than five consecutive days. Check for free garage sale dates in the City Calendar.
- Lawn care/Snow Removal: Expires annually.
- Handbills
- Sidewalk sales
- Vendor's
- Precious Metals Licenses
- Special Events (such as a parade, bike race, 5K run, or neighborhood block party)
- Liquor Licenses
- Merchant's Licenses

**See City Fee Schedule for full details.**



## OTHER CITY CLERK BUSINESS

- Notary Public
- Records management
- Special assessments
- Requests for public records (FOIA)
- Resolutions and proclamations
- Bid openings

Call for specific fees and full details.

# Communications

14000 Oak Park Blvd., Oak Park, MI 48237 (248) 691-7405

The central mission of Communications and Public Information (CPI) department is to convey to Oak Park residents as much relevant information as possible about City happenings and pertinent events. CPI creates a streamlined process that opens lines of communication between the City and its stakeholders.

## News You Can Use

A few ways to stay informed about news and events in Oak Park include:

- The City Magazine – mailed quarterly to mailboxes in the 48237-zip code
- The City’s website – oakparkmi.gov
- Social Media – Facebook, Next Door, LinkedIn, Instagram, YouTube, and more
- Comcast OPTV15 and OPTV16
- Electronic billboards on Coolidge at Oak Park Blvd. and Nine Mile Rd.
- Community eBlasts – email announcements

## Emergency Communications

The City of Oak Park uses several methods to communicate with residents in the event of an emergency. In addition to the City’s website and Comcast OPTV, you can receive updates all year round by following our City social channels, and by signing up for notifications.

Sign up for notifications here!



## City’s Annual Calendar

The annual City calendar is created and published by the CPI Department and provided to every residence and business in the City of Oak Park. The annual calendar contains important dates and captivating photos of the past year’s special events.

## Community Eblasts

From time to time, the Mayor or City administration may issue an eBlast to communicate a newsworthy topic, announce a breakthrough development, disclose calendar of events, respond to public concerns or relay emergent information in real-time.



<https://www.instagram.com/cityof oakpark>



<https://www.facebook.com/CityofOakPark>



<https://www.youtube.com/user/CityOfOakPark>

# Recreation

14300 Oak Park Blvd., Oak Park, MI 48237 (248) 691-7555

The Oak Park Recreation Department sets out to enrich the quality of life for the City's youth, adults and seniors by establishing a high standard of excellence in programs, activities, summer camps, parks and services.

Oak Park is home to beautiful public parks with community access to children's playscapes, basketball courts, baseball fields, dog parks, nature trails, and picnic shelters. To reserve a park pavilion or a meeting room in the Community Center, contact the Recreation Department at (248) 691-7555.



## Shepherd Park

- A true family favorite
- Play scape with painted train
- Three shelters with grills
- Adjacent to City Hall
- Large playing fields, also used for live concerts and winter sledding

## Annual Events

- Daddy Daughter Dance
- Farmers Market
- Independence Day Parade and Fun Fest
- Mayor's 5-K Run
- Trunk or Treat
- Summer Concert Series
- Quarterly pop-up events
- Winterfest

### City of Oak Park Senior Transportation (SMART):

The City of Oak Park offers transportation for medical appointments, errands, and rides to and from the Oak Park Community Center for activities. Residents who are 50 years of age or older, or persons with disabilities (must provide documentation) are eligible for these services. To learn more, call the Recreation Department at (248) 691-7555.

# Oak Pak Public Library

14000 Oak Park Blvd., Oak Park, MI 48237 (248) 691-7480

The mission of the Oak Park Library is to provide materials, services and information to the diverse community within the City of Oak Park to meet the community's lifelong educational, informational, cultural, and recreational needs.

## Contact

(248) 691-7480  
reference@oakparkmi.gov  
facebook.com/OakParkLibrary



## Available App Services

Download free eBooks, audiobooks, music, or movies with your library card:



## FAQ - Library

### How do I get a library card?

If you live, work, attend school, or own property in Oak Park, show a current state or federally issued photo ID or proof of residency (and photo ID) at the checkout desk. Minors must visit the library with their legal guardian to receive a library card.

### What services does the library offer?

- Downloadable eBooks, audiobooks, music and video through Libby or Hoopla
- WiFi hotspots
- Passes to museums and parks through the Michigan Activity Pass Program
- Study rooms
- Notary service
- Remote printing from home or device
- Faxing/Scan-to-Email/Printing/Copying
- Test Proctoring
- Business leads and information
- Delivery service for physically disabled
- Regular storytime for Pre-K ages
- Laptop checkout





### Where can I use my library card?

You can use your library card at over 60 libraries across Metro-Detroit through our co-op, The Library Network. Additionally, you can use your card at any library in Michigan that participates in the MiLibrary program, including the Detroit Public Library.

### How long can I keep my items?

Books are two or three weeks. DVDs are one week.

### Will my items automatically renew?

Items automatically renew three days before your due date unless they are new or in high demand.

### How many items can I borrow?

You may have up to 100 items on your account. DVDs have a limit of 10 (only three can be from the NEW Collection).

### What if my items are late?

We do not charge daily late fines for most items.

### How do I stay informed about upcoming library events and offerings?

Go to the library website and sign up for our monthly newsletter. You can also sign up when you get your library card. Additionally, go to our Facebook page or check out the Oak Park magazine.

**Sign up for the monthly newsletter!**



# Oak Park Public Safety

14000 Oak Park Blvd., Oak Park, MI 48237 (248) 691-7520

The Oak Park Public Safety Department has an accomplished history of service to the community since being established in 1954. Responding to more than 15,000 service calls each year, the department continuously seeks to improve the quality of life in Oak Park by working in partnership with all citizens to protect life and property, to promote safety, to maintain public order and to preserve human rights.

## FAQ - General

### How do I report an emergency?

Call 9-1-1 for fire, medical, or police response, or any life or property-threatening emergency.

### Where is the Public Safety Center located?

The Oak Park Public Safety Center is located at 13800 Oak Park Blvd., Oak Park, MI 48237. The Public Safety Department and City Hall's entrances are West of Coolidge, between Nine Mile Road and Ten Mile Road, on the north side of Oak Park Blvd. opposite Oak Park High School. From I-696, use Exit 14, turn south on Coolidge and travel one-half mile to Oak Park Blvd.

Non-Emergency: (248) 691-7520

Emergency: 911

### What are the Public Safety Center hours?

The Public Safety Center, Uniformed Patrol, is open 24 hours a day, 365 days a year. The Administration, Investigations, Fire Inspection, Records and Property offices are open Mondays through Fridays from 8 a.m. to 5 p.m.

### Is there a way to report a crime anonymously?

In most cases, crimes may be reported anonymously. Formal crime reports are not accepted over the phone, however, some reports must be made in person. Names, addresses, and telephone numbers are not required to report a crime at the Public Safety Center.



### Is there a charge for using paramedic services?

There is a charge if the patient is transported. There may be a nominal fee if medical technicians make a vitals assessment and determine transport is not necessary or if the callers decide to transport the patient themselves.

### Who do I contact about having a special event, such as a parade, bike race, 10K run or neighborhood block party?

Please contact the City Clerk's office at (248) 691-7544.

### Where can I get an alarm permit and how much does it cost?

Alarm permits may be obtained from the Public Safety Records Bureau for a one-time \$20 fee. Applications for an alarm permit are also available on the city website at oakparkmi.gov.

### Did you know?

Public Safety cross-trains each highly qualified officer to serve effectively in multiple roles as a Police Officer, Fire Fighter and Medical First Responder. Oak Park was one of the first communities in the state of Michigan to initiate this comprehensive public safety program.



### What is available at the Public Safety Records Bureau?

Alarm permits, gun permits, bike licenses, fingerprints, personal record clearance, vehicle inspections, municipal parking permits, and applications for carrying a concealed weapon are available through the Public Safety Records Bureau. Any non-cpl holder has to come in and get a gun permit regardless of whether it's from a shop or private party. The Records Bureau is also your source for police reports and crash reports. All requests must be made in writing. The release of information is subject to Michigan Freedom of Information Act guidelines.

### Where do I get a gun permit ?

Changes in the State of Michigan gun laws now allow a citizen of Oak Park to purchase a handgun directly from a licensed gun dealer (i.e. gun shop). Those wishing to purchase a handgun from a private seller must still obtain a license to purchase a permit if they do not possess a Concealed Pistol License. Government-issued

identification and one other form of identification is required at the time of application. The fee is \$10.

### Can I park a large truck in front of my house? Is there somewhere else I can park it?

City ordinances prohibit the parking of commercial vehicles on the public roadway in residential areas. Restrictions also apply in some instances on private property. Please review the city ordinance (available online). Parking of commercial vehicles, by permit only, is allowed in the municipal parking lot off of Eleven Mile Rd, between Tulare and Gardner Streets. Please contact the Records Bureau for permit specifics.

### Where can I obtain an animal license and how much do they cost?

Animal licenses (dog and cat) are available for purchase at the Public Safety Records Bureau. The application for an animal license is also available on the city website (oakparkmi.gov). Fees vary depending on whether the animal is spayed/neutered and if a one- or three-year license is being sought (dependent on the rabies vaccination certificate). Applicants will need to present a Rabies Certificate from the vet, along with proof of sterilization, if applicable.

### Where do I obtain a bicycle license ?

Bike licenses are available for Oak Park Residents at the Public Safety Records Bureau for a \$2 fee.

### Animal Licenses:

#### One-year Animal License:

- Spayed / Neutered: \$7
- Non-Spayed / Neutered: \$16

#### Three-year Animal License

- Spayed / Neutered: \$15
- Non-Spayed / Neutered: \$30

# Still have a question or concern?

Access GovQA:



FIND ALL THE ANSWERS AND  
REPORT YOUR CONCERNS  
ONLINE USING:



REPORT  
POTHoles



BLIGHT  
ISSUES?



ANIMAL ON  
THE LOOSE?



MISS A TRASH  
PICKUP?



WEBSITE  
HELP?



ASK ANY  
QUESTION YOU  
HAVE!

## HOW TO:

- 1) Go to [www.OakParkMI.gov](http://www.OakParkMI.gov)
- 2) Click "Residents" at the top of the page.
- 3) On the left, click on "Community Resource Center"
- 4) Then try out the easy to use GOV QA system to search for the answer to your question, or connect to the city directly in order to ask your question or report something you see.

Contact our Resident Services Coordinator, Tim Ciechorski  
(248) 691-7548 - Direct  
[tciechorski@oakparkmi.gov](mailto:tciechorski@oakparkmi.gov)  
[oakparkmi.gov](http://oakparkmi.gov)