

Oak Park City Council Agenda

August 19, 2019





AGENDA
REGULAR CITY COUNCIL MEETING
37th CITY COUNCIL
OAK PARK, MICHIGAN
August 19, 2019
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 August 5, 2019
 - B. Special Council Meeting Minutes of August 5, 2019
 - C. Library Board Meeting Minutes of May 21, 2019 and June 6, 2019
 - D. Payment Application No. 7 for the 2018 45th District Court Renovation Project, M-684, to Frank Rewold & Son, Inc., for the amount of \$94,209.98
 - E. Payment Application No. 3 (final) for the 2017 Miscellaneous Sewer Repair Project, M-671, to Bricco Excavating for the amount of \$5,000.00
 - F. Payment of invoices from OHM Advisors for Bridge Enhancements, Technology Design for the Court Project, Safe Routes to School Preliminary Engineering, Nine Mile Road Diet Construction Engineering and AMP GIS Support in the total amount of \$108,147.50
 - G. Licenses - New and Renewals as submitted for August 19, 2019
6. **RECOGNITION OF VISITING ELECTED OFFICIALS**
 7. **SPECIAL RECOGNITION/PRESENTATIONS:** None
 8. **PUBLIC HEARINGS:** None
 9. **COMMUNICATIONS:** None
 10. **SPECIAL LICENSES:**
 - A. Request for a Special Event License submitted by Oak Park Service Learning Academy, 21700 Marlow St., for an outdoor family movie night to be held August 27, 2019
 - B. Request for a Special Event License and waiver of fee submitted by Thomas Zerafa, 24320 Seneca St., for the Seneca Street Block Party to be held September 8, 2019
 - C. Request for a Special Event License and waiver of fee submitted by Palmer Woods Manor for their Block Party to be held August 24, 2019
 11. **ACCOUNTING REPORTS:**
 - A. Approval for payment of invoices submitted by Garan, Lucow, Miller, P.C. for legal services in the total amount of \$125,804.19

12. BIDS:

- A. Request to award the bid for the 2019-20 Miscellaneous Concrete Project, M-699 to Mattioli Cement Company of Fenton, MI for a total amount of \$373,835.10

13. ORDINANCES:

- A. Second reading and adoption of an ordinance to amend Chapter 2, Administration, of the Code of Ordinances, City of Oak Park, Michigan by Amending Article VI. Public Library, Sec. 2-651. Board of Directors and Sec. 2-652. Terms of Members; Removals; Vacancies

14. CITY ATTORNEY:

- A. Request by AT&T for a Five (5) Year Metro Act Permit Extension with a term ending August 31, 2024

15. CITY MANAGER:

City Clerk

- A. Resolution authorizing the permanent polling place relocation of Oak Park Precinct 1 for all future elections

Department of Public Works

- B. Proposed Change Order No. 1 in the amount of \$12,955.62 and Payment Application No. 3 in the amount of \$122,947.05 for the 2018-2019 Water Main Replacement Project, M-675
- C. Request to approve the installation of protective poured in place rubber play surface for the DNA play structure at the Seneca Pocket Park for the total amount of \$24,675.21

Finance

- D. Quarterly Investment Report for period ending June 30, 2019

Recreation

- E. Independence Day overview
- F. Request to renew the Municipal Credit and Community Credit Suburban Mobility Authority for Regional Transportation (SMART) Contract for 2019-20

Economic Development and Communications

- G. Resolution to amend the first year Payment In Lieu of Taxes (PILOT) for Jefferson Oaks Housing Project

16. CALL TO THE AUDIENCE

Each speaker's remarks are a matter of public record; the speaker, alone, is responsible for his or her comments and the City of Oak Park does not, by permitting such remarks, support, endorse or accept the content, thereof, as being true or accurate. "Any person while being heard at a City Council Meeting may be called to order by the Chair, or any Council Member for failure to be germane to the business of the City, vulgarity, or personal attacks on persons or institutions." There is a three minute time limit per speaker.

17. CALL TO THE COUNCIL

18. ADJOURNMENT

The City of Oak Park will comply with the spirit and intent of the American with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. Accommodations to participate at a Council Meeting will be made with 7-day prior notice.



**CITY OF OAK PARK, MICHIGAN
REGULAR COUNCIL MEETING OF THE
37th OAK PARK CITY COUNCIL
August 5, 2019
7:00 PM**

MINUTES

The meeting was called to order at 7:04 PM by Mayor McClellan in the Council Chambers of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

PRESENT: Mayor McClellan, Council Member Burns, Council Member Weiss, Council Member Rich

ABSENT: Mayor Pro Tem Radner

OTHERS

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

APPROVAL OF AGENDA:

CM-08-240-19 (AGENDA ITEM #4) ADOPTION OF THE AGENDA AS PRESENTED – APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve the agenda as presented.

Voice Vote:	Yes:	McClellan, Burns, Weiss, Rich
	No:	None
	Absent:	Radner

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-08-241-19 (AGENDA ITEM #5A-I) CONSENT AGENDA - APPROVED

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

- A. Regular Council Meeting Minutes of July 15, 2019 **CM-08-242-19**
- B. Special Council Meeting Minutes of July 15, 2019 **CM-08-243-19**
- C. Retirement Board Meeting Minutes of April 22, 2019 **CM-08-244-19**
- D. Board of Review Meeting Minutes of July 14, 2019 **CM-08-245-19**
- E. Corridor Improvement Authority Meeting Minutes of May 16, 2019 **CM-08-246-19**
- F. Zoning Board of Appeals Meeting Minutes of June 25, 2019 **CM-08-247-19**
- G. Parks and Recreation Commission Meeting Minutes of June 19, 2019 **CM-08-248-19**
- H. Request to designate Mayor Marian McClellan as the official representative and City Manager Erik Tungate as the alternate representative for the Michigan Municipal League Annual Meeting **CM-08-249-19**
- I. Licenses - New and Renewals as submitted for August 5, 2019 **CM-08-250-19**

MERCHANT'S LICENSES – August 5, 2019
(Subject to All Departmental Approvals)

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
LOCLIFE DREAD HOT	21700 GREENFIELD 131	\$150.00	NATURAL HAIR SALON
TCF AUTO WHOLESALE LLC & TCF AUTO BODY	13210 CLOVERDALE	\$150.00	AUTO BODY SHOP AND CLASS B USED VEHICLE DEALERSHIP
LASHLYFE ACADEMY & SUPPLIES	8530 NINE MILE UNIT D	\$150.00	LASH EXTENSIONS AND PRODUCTS
NOTABLE INTERIORS & EVENTS	21840 WYOMING PL SUITE B	\$150.00	INTERIOR AND EVENT DECORATION
<u>2019 RENEWALS</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
ON POINT HAIR DESIGNS STUDIO 8700	13721 NINE MILE 8700 NINE MILE	\$225.00 \$480.00	HAIR SALON ART STUDIO AND GALLERY

Voice Vote: Yes: McClellan, Burns, Weiss, Rich
 No: None
 Absent: Radner

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS:

County Commissioner Helaine Zack provided updates on activities related to Oakland County.

SPECIAL RECOGNITION/PRESENTATIONS: None

PUBLIC HEARINGS: None

COMMUNICATIONS: None

SPECIAL LICENSES:

**CM-08-251-19 (AGENDA ITEM #10A) SPECIAL EVENT REQUEST – NADINE
 STREET BLOCK PARTY – APPROVED**

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve the following Special Event request subject to all departmental approvals:

Name	Event	Fee
Mark Phillips 13670 Nadine	Nadine Street Blok Party August 24, 2019 5:00 PM – 9:00 PM	Application fee waived

Voice Vote: Yes: McClellan, Burns, Weiss, Rich
 No: None
 Absent: Radner

MOTION DECLARED ADOPTED

CM-08-252-19 (AGENDA ITEM #10B) SPECIAL EVENT REQUEST – RADCLIFT PL. BLOCK PARTY – APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve the following Special Event request subject to all departmental approvals:

Name	Event	Fee
Solomon Radner 26071 Radclift Pl.	Radclift Pl. Block Party August 25, 2019 11:00 AM – 6:00 PM	Application fee waived

Voice Vote: Yes: McClellan, Burns, Weiss, Rich
 No: None
 Absent: Radner

MOTION DECLARED ADOPTED

CM-08-253-19 (AGENDA ITEM #10C) SPECIAL EVENT REQUEST – ITHACA STREET BLOCK PARTY – APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve the following Special Event request subject to all departmental approvals:

Name	Event	Fee
Book Beat 26010 Greenfield	Book Sale and Store Celebration August 18, 2019 12:00 PM – 5:00 PM	\$100 fee paid

Voice Vote: Yes: McClellan, Burns, Weiss, Rich
 No: None
 Absent: Radner

MOTION DECLARED ADOPTED

ACCOUNTING REPORTS: None

BIDS: None

ORDINANCES:

CM-08-254-19 (AGENDA ITEM #13A) FIRST READING OF AN ORDINANCE TO AMEND CHAPTER 2, ADMINISTRATION, OF THE CODE OF ORDINANCES, CITY OF OAK PARK, MICHIGAN BY AMENDING ARTICLE VI. PUBLIC LIBRARY, SEC. 2-651. BOARD OF DIRECTORS AND SEC. 2-652. TERMS OF MEMBERS; REMOVALS; VACANCIES - APPROVED

Motion by Weiss, seconded by Burns, CARRIED UNANIMOUSLY, to approve the first reading of an ordinance to amend Chapter 2, Administration, of the Code of Ordinances, City of Oak Park, Michigan by amending Article VI. Public Library, Sec. 2-651. Board of Directors and Sec. 2-652. Terms of members; Removals; Vacancies.

Voice Vote:	Yes:	McClellan, Burns, Weiss, Rich
	No:	None
	Absent:	Radner

MOTION DECLARED ADOPTED

CITY ATTORNEY: No Report

CITY MANAGER:

Public Safety

CM-08-255-19 (AGENDA ITEM #15A) REQUEST TO ENTER INTO AN INTER-LOCAL AGREEMENT WITH OAKLAND COUNTY HOMELAND SECURITY AND THE EARLY WEATHER WARNING PROGRAM TO REPLACE THE INOPERABLE WEATHER SIREN AT GRANZON AND PARKLAWN FOR THE TOTAL COST OF \$18,150 - APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to enter into an Inter-local Agreement with Oakland County Homeland Security and the Early Weather Warning Program to replace the inoperable weather siren at Granzon and Parklawn for the total cost of \$18,150 to be taken from the General Fund Balance and to authorize the Mayor to sign the agreement on behalf of the City.

Roll Call Vote:	Yes:	McClellan, Burns, Weiss, Rich
	No:	None
	Absent:	Radner

MOTION DECLARED ADOPTED

Public Safety Director Cooper outlined the request to replace the Oakland County Early Weather Warning Siren located at Granzon and Parklawn. The siren is one of four that provides early warning notification in the event of severe weather. The current siren was installed sometime prior to 1977 and is currently inoperable. Public Safety had the siren inspected by a licensed contractor. Due to the age of the siren, the best option would be to replace the siren. The City of Oak Park is currently part of the Oakland County Early Weather Warning Program, which we have an Interlocal Agreement. The agreement covers the three operable sirens stationed throughout the city. As part of the agreement the County would also be responsible for the 4th siren. This would include the maintenance of the siren, electrical costs, monthly test/activation and monitoring for the life of the siren. The life of the siren is rated at 30 years. The County would also maintain ownership of the siren. Director Cooper indicated the cost of a new siren is \$23,000. Twenty five percent of the costs would be absorbed by the County (\$5,750) leaving a balance of \$17,250. The City of Oak Park would also be responsible for the installation cost of \$900. The total cost to the City of Oak Park would be \$18,150 and is requested to be funded from the General Fund Balance.

CALL TO THE AUDIENCE:

Joyce Bannon, 10611 Troy, expressed concerns about the audio dring council meeting broadcasts

Delores Tyler, 15130 Pearson, expressed concerns about a neighbor.

Julie Edgar, 14731 Manhattan Place, expressed concerns regarding the condition of the walkway in Tyler Park.

Lucy Lawson, 21800 Harding, expressed concerns about oil leaking from cars on her street.

CALL TO THE COUNCIL:

Council Member Burns wished everyone a good night.

Council Member Weiss reminded everyone about upcoming city events.

Mayor McClellan thanked everyone for coming.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:37 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor



**CITY OF OAK PARK, MICHIGAN
SPECIAL COUNCIL MEETING OF THE
37th OAK PARK CITY COUNCIL
August 5, 2019
5:30 PM**

MINUTES

The Special Meeting was called to order at 5:30 PM by Mayor McClellan in the Executive Conference Room of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544

PRESENT: Mayor McClellan, Mayor Pro Tem Radner (Arrived at 5:42), Council Member Burns, Council Member Weiss, Council Member Rich

ABSENT: None

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, Assistant City Manager Yee, Director of Strategic Planning and Special Projects VanVleck, City Attorney Duff, Library Director Jones, Human Resources Director Brooks, Jim Pletz and Mark Wollenweber from TLN.

SPECIAL BUSINESS:

(AGENDA ITEM A) Oak Park Library Discussion

Director Jim Pletz and Board Chairman Wollenweber of The Library Network (TLN) were present to present information about their organization and City Council discussed issues related to the Oak Park Library.

(AGENDA ITEM B) Closed Session

SCM-08-240A-19 MOTION TO CONVENE INTO A CLOSED SESSION TO DISCUSS ATTORNEY CLIENT PRIVILEGED COMMUNICATION AND PENDING LITIGATION REGARDING PRIME-SITE MEDIA, LLC VS CITY OF OAK PARK - APPROVED

Motion by Weiss, Seconded by Burns, CARRIED UNANIMOUSLY, to convene into a Closed Session to discuss Attorney Client Privileged Communication and pending litigation regarding Prime-Site Media, LLC vs City of Oak Park.

Roll Call Vote:	Yes:	McClellan, Radner, Rich, Burns, Weiss
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

The Closed Session began at 6:54 PM. The Special Meeting reconvened at 6:58 PM.

SCM-08-240B-19 CLOSED SESSION MINUTES - APPROVED

Motion by Burns, seconded by Weiss, CARRIED UNANIMOUSLY, to approve the minutes of the August 2, 2019 Closed Session.

Voice Vote: Yes: McClellan, Radner, Rich, Burns, Weiss
 No: None
 Absent: None

MOTION DECLARED ADOPTED

CALL TO THE AUDIENCE:

There were no members of the public wishing to speak.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the special meeting at 6:59 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

Oak Park Public Library Board of Directors

Commissioners:

Matt McCall, Linda Francisco, Nancy Rice, Regina Weiss, Sharon Chudnow

Library Director:

Sarah Jones

Minutes for Library Board of Directors Meeting

Date:

May 21th, 2019

Time of Meeting Start:

6:37 P.M.

Roll Call, Attendance:

Sarah Jones, Linda Francisco, Matt McCall, Nancy Rice, Regina Weiss, Sharon Chudnow

Public Attendance: Steven Chudnow

Approval of Agenda:

(N. Rice Motion, R. Weiss Second. Approved)

Approval of Board Minutes (April 16th, 2019)

(L. Francisco Motion, N. Rice Second, Approved)

Correspondence: Director Jones presented updated billing from Foster Swift.

Previous Month's Motion, Still Pending: Pay, in full, bill from Foster Swift

(N. Rice Motion, M. McCall Second. Approved on April 16th, 2019)

Director Jones gave a brief presentation on upcoming Summer Reading Programming and involvement with the City of Oak Park Farmers Market. Director Jones informed the board of unclaimed funds from the State of Michigan withheld from a previous bank account under the Library's name totaling \$455.93. Then it was discussed to use the same amount of funds from the Miscellaneous line of library budget to supplement the Summer Reading Program.

Motion: Authorize Director Jones to use \$455.93 from miscellaneous library funds for Summer Programming.

(L. Francisco Motion, N. Rice Second. Approved)

Oak Park Public Library Board of Directors

Commissioners:

Matt McCall, Linda Francisco, Nancy Rice, Regina Weiss, Sharon Chudnow

Library Director:

Sarah Jones

The Library Director and the Board discussed an incident that involved Police with the library. Lockdown procedures were theorized and discussed, but tabled due to the inability to implement due to the City owning the property the library presides in.

Councilwoman Weiss discussed the Teen Talk program put on in cooperation with the library and the recreation department; gave an estimated 15 to 20 person attendance for the event.

Board discussed a desire to change Library Board of Directors meeting time to 6:00 P.M. as opposed to the current 6:30 P.M. and made a motion to petition the city to amend charter for such change.

Motion: Petition to amend city charter to change Library Board of Directors meeting time to 6:00 P.M. every third Tuesday of each month.

(R. Weiss Motion, M. McCall Second. Approved)

Adjournment:

(S. Chudnow Motion, L. Francisco Second. Approved)

Time of Meeting End:

8:00 P.M.

Oak Park Public Library Board of Directors

Commissioners:

Matt McCall, Linda Francisco, Nancy Rice, Regina Weiss, Sharon Chudnow

Library Director:

Sarah Jones

Minutes for Library Board of Directors Meeting

Date:

June 18th, 2019

Time of Meeting Start:

6:32 P.M.

Roll Call, Attendance:

Sarah Jones, Linda Francisco, Matt McCall, Nancy Rice, Regina Weiss, Sharon Chudnow

Public Attendance: Steven Chudnow

Approval of Agenda:

(N. Rice Motion, L. Francisco. Approved)

Approval of Board Minutes (May 21st, 2019)

(L. Francisco Motion, N. Rice Second, Approved)

Correspondence: Director Jones presented updated billing from Foster Swift.

Director Jones briefed the Library Board on discussions with Oak Park Public Safety and the City Manager's office. The Library Board and Director Jones discussed details of the contract negotiations with the city between Foster Swift and the city attorney Ebony Duff. Director Jones briefed the Library Board on some minor floor changes in the library including DVD/Blu-Ray storage changes. The Library Board discussed terminating Library fines but has decided to table the discussion until after the negotiations between the Library and the City are completed. The Library Board discussed the option to petition the City to change the Library Board of Directors meeting time. Director Jones presented updated information about the new health care plans for Library employees pending the finalization of the current contract discussions between the Library and the City.

Oak Park Public Library Board of Directors

Commissioners:

Matt McCall, Linda Francisco, Nancy Rice, Regina Weiss, Sharon Chudnow

Library Director:

Sarah Jones

Adjournment:

(R. Weiss Motion, N. Rice Second. Approved)

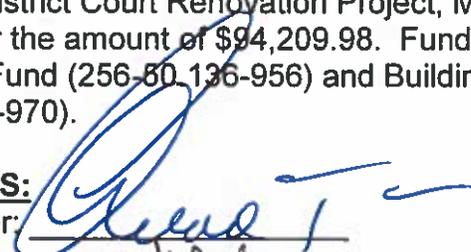
Time of Meeting End:

8:30 P.M.

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** August 19, 2019**AGENDA #****SUBJECT:** Payment Application No. 7 for the 2018 45th District Court Renovation Project, M-684.**DEPARTMENT:** Public Works**SUMMARY:** Attached is Payment Application No. 7 for the 2018 45th District Court Renovation Project, M-684. Through the period ending July 31, 2019, the project is approximately 95% complete.**FINANCIAL STATEMENT:**

Original Contract Amount:	\$1,532,301.00
Previously Approved Change Orders:	\$67,616.54
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New Contract Amount:	\$1,599,917.54
Total Completed to Date:	\$1,390,148.62
Less Retainage:	\$55,820.90
Net Earned:	\$1,334,327.72
Payments to Date:	\$1,240,117.74
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Amount Due to Frank Rewold & Sons, Inc.	\$94,209.98

RECOMMENDED ACTION: It is recommended that Payment Application No. 7 for the 2018 45th District Court Renovation Project, M-684, to Frank Rewold & Son, Inc., be approved for the amount of \$94,209.98. Funding is available in the Case Flow Assistance Fund (256-50.136-956) and Building Maintenance Capital Outlay Fund (101-18.265-970).

APPROVALS:City Manager: Department Director: Finance Director: Budgeted Legal: N/A **EXHIBITS:** Payment Application No. 7

APPLICATION AND CERTIFICATE FOR PAYMENT

TO (OWNER): Oak Park;City of
13600 Oak Park Blvd
Oak Park, MI 48237

CONTRACT FOR: Courthouse Renovations
VIA (ARCHITECT): OHM Advisors

Invoice: 1057907
Application 07
Invoice date: 7/26/2019
Period from date:
Period to date: 7/31/2019
Contract date:

ATTENTION:

FROM(CONTRACTOR): Frank Rewold and Son, Inc.
303 East Third Street - Suite 300
Rochester, MI 48307

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Changes approved in previous months by Owner	159,061.35	-91,444.81
Total approved this Month		
TOTALS	159,061.35	-91,444.81
NET CHANGES by Change Order	67,616.54	

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached

1. Original Contract Sum	1,532,301.00
2. Net change by Change Orders	67,616.54
3. Contract Sum to Date (lines 1+2).....	1,599,917.54
4. Contract completed to date	1,390,148.62
5. Less retainage.....	55,820.90
6. Total Earned Less retainage.....	1,334,327.72
7. Less Previous Certificates For Payment	1,240,117.74
8. Current Payment Due	94,209.98
9. Balance to Finish plus Retainage	265,589.82

See Attached Schedule for summary of Change Orders

The undersigned Contractor hereby certifies that to the best of the Contractor 's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents , that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner , and that current payment shown herein is now due .

State Of Michigan
County Of Oakland

Subscribed and sworn to before me this 26th day of July 2019

Notary Public: [Signature]

Acting in Oakland County
My commission expires: 6/20/21

CONTRACTOR: Frank Rewold and Son, Inc.

By: [Signature] Date: 7.26.19

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents , based on on-site observations and the data comprising the application , the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents , and the Contractor is entitled to payment of the AMOUNT CERTIFIED .

AMOUNT CERTIFIED \$ 94,209.82
(Attach explanation if amount certified differs from the amount applied for)
ARCHITECT: OHM Advisors

By: [Signature] Date: July 26, 2019

This Certificate is not negotiable . The AMOUNT CERTIFIED is payable only to the Contractor named herein . Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

APPLICATION AND CERTIFICATE FOR PAYMENT - CONTINUATION SHEET

Project: 105791 / Oak Park Courthouse
 Contract For: Courthouse Renovations

Invoice: 1057907
 Invoice Date: 7/26/2019

Draw: 1057900007
 Period To: 7/31/2019
 Architect: OHM Advisors

Item ID	Description	Orig Schedule Value	Approved Changes	Total Schedule Value	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage
01-001.01	General Conditions & Staff	180,587.00	3,710.00	184,297.00	161,022.81	20,081.01		181,103.82	98	3,193.18	
01-041.01	General Liab Insurance	4,010.00	224.71	4,234.71	3,557.16	127.04		3,684.20	87	550.51	
01-260.01	Temporary Fencing	3,882.00	1,834.85	5,716.65	5,000.00			5,000.00	87	716.65	
01-705.01	CM Bond	3,992.00	755.79	4,747.79	4,747.79			4,747.79	100		
01-925.01	General Contingency	71,512.00	-3,184.65	68,327.35						68,327.35	
01-990.01	CM Fee	43,184.00	2,172.21	45,356.21	38,099.22	1,360.68		39,459.90	87	5,896.31	
02-060.01	Demolition	39,600.00	1,550.00	41,150.00	35,960.44	5,189.56		41,150.00	100		259.48
03-300.01	Concrete Flatwork	5,380.00	670.53	6,050.53	6,050.53			6,050.53	100		302.52
04-200.01	Masonry	46,850.00	3,557.89	49,407.89	33,895.39			33,895.39	69	15,512.50	1,694.77
05-100.01	Structural Steel	14,788.00		14,788.00	14,788.00			14,788.00	100		739.40
06-100.01	Carpentry	78,700.00	25,952.00	104,652.00	95,515.00	8,347.00		103,862.00	99	790.00	5,193.10
06-101.01	FRS Misc Costs		442.46	442.46	442.46			442.46	100		
07-300.01	Roofing	409,769.00	-37,138.00	372,631.00	293,549.75	1,946.50		295,496.25	79	77,134.75	14,774.82
08-100.01	Doors & Hardware	18,277.00	-357.00	17,920.00	17,430.00			17,430.00	97	490.00	871.50
08-810.01	Glass & Glazing	42,486.00	8,700.00	51,186.00	51,186.00			51,186.00	100		2,559.30
09-650.01	Flooring	23,274.00		23,274.00	19,300.00			19,300.00	83	3,974.00	965.00
09-900.01	Painting	16,640.00	400.00	17,040.00	16,190.00			16,190.00	95	850.00	809.50
10-426.01	Signage	1,078.00	-828.00	250.00						250.00	
12-629.01	Fixed Seating	23,363.00	-2,821.88	20,541.12	20,405.27			20,405.27	99	135.85	1,020.26
15-400.01	Plumbing	12,900.00	4,473.00	17,373.00	16,095.00	1,278.00		17,373.00	100		868.65
15-500.01	HVAC	242,700.00	32,966.96	275,666.96	275,666.96			275,666.96	100		13,783.34
16-050.01	Electrical	63,380.00	27,654.00	91,034.00	91,034.00			91,034.00	100		4,551.70
16-700.01	Data Cabeling	15,815.00	-2,095.00	13,720.00	13,166.25			13,166.25	96	553.75	658.31
16-722.01	Security & Audio	106,770.00		106,770.00	102,770.00	4,000.00		106,770.00	100		5,338.50
16-810.01	Data Equipment	27,215.00		27,215.00	27,215.00			27,215.00	100		1,360.75
17-001.01	Parapet Nailers	3,100.00		3,100.00						3,100.00	
17-002.01	After-Hours Work	7,750.00	-7,750.00								
17-003.01	Additional Overtime	1,500.00	-1,500.00								
17-004.01	Unknown Coil Size Adjustmei	2,500.00	-2,500.00								
17-005.01	Final Cores/Keying	1,750.00	-1,750.00								
17-006.01	Paneling Rework	4,900.00	-4,900.00								
17-007.01	Roof Substrate Replacement	5,000.00		5,000.00		2,150.00		2,150.00	43	2,850.00	
17-008.01	Roof Nailers	5,000.00		5,000.00						5,000.00	

APPLICATION AND CERTIFICATE FOR PAYMENT - CONTINUATION SHEET

Project: 105791 / Oak Park Courthouse
 Contract For: Courthouse Renovations

Invoice: 1057907
 Invoice Date: 7/26/2019

Draw: 1057900007
 Period To: 7/31/2019
 Architect: OHM Advisors

Item ID	Description	Orig Schedule Value	Approved Changes	Total Schedule Value	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Balance To Finish	Retainage
17-009.01	Courtroom Monitor	4,000.00	-4,000.00								
17-010.01	Existing Ceiling Work	7,500.00	-6,707.00	793.00						793.00	
17-011.01	Dust Control	1,000.00	-1,000.00								
17-012.01	Temporary Signage	1,000.00	-1,000.00								
17-013.01	Restoration	2,000.00	-2,000.00								
17-014.01	Security	1,000.00	-181.00	819.00	110.52			110.52	13	708.48	
17-015.01	Porta-John	3,000.00		3,000.00		1,400.00		1,400.00	47	1,600.00	70.00
17-018.01	Mechanical Distribution	1,500.00	-1,468.60	31.40						31.40	
17-017.01	Floor Patch/Prep	1,500.00	-1,123.82	376.18	376.18			376.18	100		
17-018.01	General Wall Patch/Paint Pre	2,000.00	-1,397.00	603.00	59.12			59.12	10	543.88	
17-019.01	Temporary Protection	7,500.00		7,500.00	595.76			595.76	8	6,904.24	
17-020.01	Concrete X-Ray	1,500.00	-1,596.71	-96.71						-96.71	
17-021.01	Additional Supp Moving Labo	5,000.00		5,000.00						5,000.00	
17-022.01	Updated Switch	1,500.00		1,500.00						1,500.00	
17-023.01	Final Cleaning	3,500.00		3,500.00	40.22			40.22	1	3,459.78	
17-024.01	Roofing Breakout Correction	-37,851.00	37,851.00								

Totals	1,532,301.00	67,616.54	1,599,917.54	1,344,268.83	45,879.79			1,390,148.62	87	209,768.92	55,820.90
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BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 19, 2019 **AGENDA #**

SUBJECT: Payment Application no. 3 (final) for the 2017 Miscellaneous Sewer Repair Project, M-671.

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

SUMMARY: Attached is Payment Application no. 3 (final) for the 2017 Miscellaneous Sewer Repair Project, M-671. The project is now complete.

<u>FINANCIAL STATEMENT:</u>	Original Contract Amount:	\$ 117,260.00
	Change Order no. 1:	<u>(\$ 13,859.40)</u>
	Current Contract Amount:	\$ 103,400.60
	Total Completed to Date:	\$ 103,400.60
	Less Retainage:	\$ 0.00
	Net Earned:	\$ 103,400.60
	Deductions:	\$ 0.00
	Balance:	\$ 103,400.60
	Payments to Date:	<u>\$ 98,400.60</u>
	Amount Due Bricco Excavating Company:	\$ 5,000.00

RECOMMENDED ACTION: It is recommended that Payment Application no. 3 (final) for Bricco Excavating be approved for \$5,000.00. Funding is available in the Water & Sewer Fund (592-18-550-930) for this project.

APPROVALS:
 City Manager: *[Signature]*

Department Director: *[Signature]*

Director of Finance: *[Signature]* Legal: N/A

Budgeted:

EXHIBITS: Payment Application no. 3

PAYMENT APPLICATION

PROJECT: 2017 MISCELLANEOUS SEWER REPAIR PROJECT
 OWNER: CITY OF OAK PARK, MICHIGAN
 CONTRACTOR: BRICCO EXCAVATING
 21201 MEYERS RD
 OAK PARK, MI 48237

JOB NUMBER: M-671
 APPLICATION NO.: 3
 PERIOD ENDING: 5/16/2019

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY		UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Mobilization, Max 5%	1	LSUM	\$ 5,800.00	0.00	\$0.00	1.00	\$5,800.00
2	Minor Traffic Device, Modified SP	1	LSUM	\$ 15,000.00	0.00	\$0.00	1.00	\$15,000.00
3	Pavement Removal, Modified SP	250	SYD	\$ 18.00	0.00	\$0.00	144.40	\$2,599.20
4	Sewer Lateral Spot Repair	1	EACH	\$ 9,000.00	0.00	\$0.00	0.00	\$0.00
5	Rem/Rep Sewer up to 15" PVC Pipe with sand Backfill (2 locations)	30	LFT	\$ 390.00	0.00	\$0.00	44.50	\$17,355.00
6	Install Manhole 10-15' in Depth with Backfill	1	EACH	\$ 9,000.00	0.00	\$0.00	1.00	\$9,000.00
7	Rem/Rep Manhole 15-20' in Depth with Backfill	1.00	EACH	\$ 19,500.00	0.00	\$0.00	1.00	\$19,500.00
8	Hot Mix Asphalt, 3C 2 inch Leveling, Modified SP	5	TON	\$ 250.00	0.00	\$0.00	7.68	\$1,920.00
9	Hot Mix Asphalt, 4C 2 inch Wearing, Modified SP	5	TON	\$ 250.00	0.00	\$0.00	0.00	\$0.00
10	Cone Pave With Integral Curb Non-Reinf #4 Modified SP	300	SYD	\$ 68.00	0.00	\$0.00	49.78	\$3,385.04
11	Sidewalk Cone Non-Reinforced 6" Cone Sidewalk/Drive Approach mod SP	300	SFT	\$ 15.00	0.00	\$0.00	87.71	\$1,315.65
12	Sidewalk Cone Non-Reinforced 4" Cone Sidewalk/Driveway mod SP	100	SFT	\$ 14.00	0.00	\$0.00	296.92	\$4,156.88
13	Class A Sodding, Modified SP	50	SYD	\$ 62.00	0.00	\$0.00	29.86	\$1,851.32
14	Drainage Structure Cover	780	LBS	\$ 2.00	0.00	\$0.00	614.00	\$1,228.00
15	Aggregate Base Under Cone (6" 21AA Crush Limestone)	225	SYD	\$ 16.00	0.00	\$0.00	130.22	\$2,083.52
16	Cast In Place Detectable Tactile Warning Surface	20	SFT	\$ 100.00	0.00	\$0.00	0.00	\$0.00
17	6" Schedule 40 Pipe with Backfill	10	LFT	\$ 150.00	0.00	\$0.00	10.00	\$1,500.00
18	Project Cleanup	1	LSUM	\$ 5,800.00	0.00	\$0.00	1.00	\$5,800.00
19	Inspection Crew Days, Modified SP	10	DAY	\$ 320.00	0.00	\$0.00	0.00	\$0.00
20	Mobilization: Roanoke Repair	0	LSUM	\$ 1,850.00	0	\$0.00	1.00	\$1,850.00
21	Wildwood Sewer Lateral Repair	0	LSUM	\$ 9,055.99	0	\$0.00	1.00	\$9,055.99

Period Total Amount: \$0.00 Amount to Date: \$103,400.60

Current Contract Amount: \$117,260.00
 Change Order No. 1: (\$13,859.40)
 New Contract Amount: \$103,400.60

Earnings This Period: \$0.00
 Total Earnings to Date: \$103,400.60
 Less Retainage: \$0.00
 Net Earned: \$103,400.60
 Deductions: \$0.00
 Balance: \$103,400.60
 Payments to Date: \$98,400.60

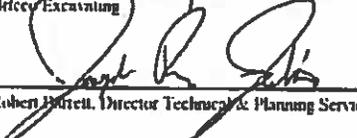
AMOUNT DUE BRICCO EXCAVATING: \$5,000.00

Accepted By


 Bracco Excavating

Date July 22, 2019

Approved By


 Robert J. Jett, Director Technical & Planning Services

Date 8/8/2019



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 19, 2019

AGENDA #

SUBJECT: Payment request from OHM Advisors for Engineering Consulting Services.

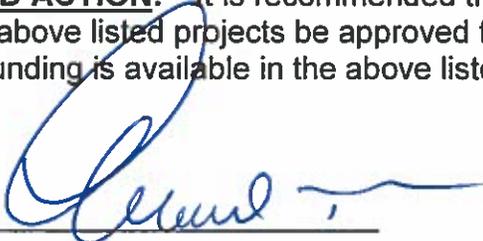
DEPARTMENT: DPW/Technical & Planning – Engineering *KJY*

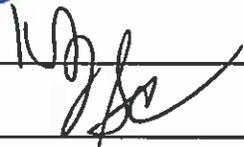
SUMMARY: Attached are invoices from OHM Advisors for the projects listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
Bridge Enhancements	\$3,658.25	\$65,339.75	\$68,998.00	\$89,200.00	202-18-479-801
Safe Routes to School Preliminary Eng.	\$11,700.75	\$0.00	\$11,700.75	\$79,000.00	202-18-479-970
Nine Mile Road Diet Construction Eng.	\$91,089.50	\$0.00	\$91,089.50	\$194,000.00	202-18-479-970
AMP GIS Support	\$1,209.00	\$177,383.58	\$178,592.58	\$186,000.00	592-18-538-801
Technology Design for the Court Project	\$490.00	\$27,534.25	\$28,024.25	\$28,026.00	256-50-136-956
Totals	\$108,147.50	\$270,257.58	\$378,405.08	\$576,226.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$108,147.50. Funding is available in the above listed account.

APPROVALS:

City Manager: 

Department Director: 

Finance Director: _____

Budgeted

EXHIBITS: Invoices



CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 06/21/2019
Invoice #: 205033
Project: 0037-16-0021

Project Name: Bridge Enhancements

For Professional Services Rendered through: 6/8/2019

TASK 1: Bridge Construction Documents & Bid Materials	0.00
TASK 2: Bidding & CA/CE	1,556.75
TASK 3: Water Tower Branding	0.00
TASK 4: Redesign	0.00
	<hr/>
Amount Due This Invoice **	1,556.75

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

OHM-Advisors.com



CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 06/21/2019
Invoice #: 205033
Project: 0037-16-0021

TASK 2: Bidding & CA/CE

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Graduate Engineer III	2.00	130.0000	260.00
Professional Engineer/Architect I	9.75	133.0000	1,296.75
			<hr/>
	Fixed Rates Labor subtotal	11.75	1,556.75
	Total TASK 2: Bidding & CA/CE		<hr/> 1,556.75

Total Project: 0037160021 - Bridge Enhancements

1,556.75

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711
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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 07/24/2019
Invoice #: 205735
Project: 0037-16-0021

Project Name: Bridge Enhancements

For Professional Services Rendered through: 7/13/2019

TASK 1: Bridge Construction Documents & Bid Materials	0.00
TASK 2: Bidding & CA/CE	2,101.50
TASK 3: Water Tower Branding	0.00
TASK 4: Redesign	0.00
	<hr/>
Amount Due This Invoice **	2,101.50

REMIT TO:

OHM Advisors

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LIVONIA, MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 07/24/2019
Invoice #: 205735
Project: 0037-16-0021

TASK 2: Bidding & CA/CE

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	0.50	178.0000	89.00
Professional Engineer/Architect I	12.50	133.0000	1,662.50
Professional Engineer/Architect IV	2.00	175.0000	350.00
			<hr/>
Fixed Rates Labor subtotal	15.00		2,101.50
Total TASK 2: Bidding & CA/CE			<hr/> 2,101.50

Total Project: 0037160021 - Bridge Enhancements

2,101.50

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

T 734 522.6711
F 734 522 6427

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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 06/21/2019
Invoice #: 205035
Project: 0037-19-0021

Project Name: Oak Park Safe Routes to School Assistance

For Professional Services Rendered through: 6/8/2019

0037190021 Oak Park Safe Routes to School Assistance

6,997.50

Amount Due This Invoice ** 6,997.50

REMIT TO:

OHM Advisors

34000 PLYMOUTH RD

LIVONIA, MICHIGAN 48150-1512

T 734.522.6711

F 734.522.6427

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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 06/21/2019
Invoice #: 205035
Project: 0037-19-0021

0037190021 Oak Park Safe Routes to School Assistance

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	2.25	178.0000	400.50
Engineering/Architectural Aide	3.50	62.0000	217.00
Graduate Engineer I	35.50	115.0000	4,082.50
Professional Engineer/Architect II	1.00	145.0000	145.00
Professional Engineer/Architect IV	10.00	175.0000	1,750.00
Technician III	3.50	115.0000	402.50
	Fixed Rates Labor subtotal	55.75	6,997.50
	Total Oak Park Safe Routes to School Assistance		6,997.50

Total Project: 0037190021 - Oak Park Safe Routes to School Assistance **6,997.50**

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 07/24/2019
Invoice #: 205739
Project: 0037-19-0021

Project Name: Oak Park Safe Routes to School Assistance

For Professional Services Rendered through: 7/13/2019

0037190021 Oak Park Safe Routes to School Assistance	<u>2,997.50</u>
Amount Due This Invoice **	2,997.50

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 07/24/2019
Invoice #: 205739
Project: 0037-19-0021

0037190021 Oak Park Safe Routes to School Assistance

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Clerical Aide	1.50	55.0000	82.50
Graduate Engineer I	21.00	115.0000	2,415.00
Graduate Engineer III	2.50	130.0000	325.00
Professional Engineer/Architect IV	1.00	175.0000	175.00
	<hr/>		
	Fixed Rates Labor subtotal	26.00	2,997.50
	Total Oak Park Safe Routes to School Assistance		<hr/> 2,997.50

Total Project: 0037190021 - Oak Park Safe Routes to School Assistance **2,997.50**

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 07/24/2019
Invoice #: 205734
Project: 0037-15-0091

Project Name: AMP GIS Support

For Professional Services Rendered through: 7/13/2019

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
Work Order System	10,000.00	6,345.25	3,654.75	747.00
Operations Dashboard	2,000.00	446.00	1,554.00	198.00
Mobile Application	4,000.00	780.00	3,220.00	264.00
Amount Due This Invoice **	186,000.00	177,383.58	8,616.42	1,209.00

REMIT TO:

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34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 07/24/2019
Invoice #: 205734
Project: 0037-15-0091

Work Order System

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	0.50	178.0000	89.00
Technician III	4.00	115.0000	460.00
Technician IV	1.50	132.0000	198.00
Fixed Rates Labor subtotal	6.00		747.00
Total Work Order System			747.00

Operations Dashboard

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician IV	1.50	132.0000	198.00
Total Operations Dashboard			198.00

Mobile Application

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Technician IV	2.00	132.0000	264.00
Total Mobile Application			264.00

Total Project: 0037150091 - AMP GIS Support **1,209.00**

REMIT TO:

OHM Advisors
 34000 PLYMOUTH RD
 OAK PARK, MICHIGAN 48237

T 734.522.6711

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CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 06/21/2019
Invoice #: 205034
Project: 0037-19-0010

Project Name: Nine Mile Road Diet Construction Engineering

For Professional Services Rendered through: 6/8/2019

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
0037190010 Construction Engineering Professional Services	194,000.00	0.00	194,000.00	37,489.00
Amount Due This Invoice **	194,000.00	0.00	194,000.00	37,489.00

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA, MICHIGAN 48150-1512

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CITY OF OAK PARK
 Attn: Kevin Yee, City Engineer
 10600 Capital Ave.
 Oak Park, MI 48237

Invoice Date: 06/21/2019
 Invoice #: 205034
 Project: 0037-19-0010

0037190010 Construction Engineering Professional Services

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	6.00	178.0000	1,068.00
Grad. Arch./Landscape Arch. I	13.75	95.0000	1,306.25
Grad. Arch./Landscape Arch. II	0.50	105.0000	52.50
Graduate Engineer I	18.50	115.0000	2,127.50
Graduate Engineer II	26.00	125.0000	3,250.00
Graduate Surveyor	12.75	113.0000	1,440.75
Professional Engineer/Architect I	5.25	133.0000	698.25
Professional Engineer/Architect IV	19.50	175.0000	3,412.50
Professional Surveyor III	3.00	158.0000	474.00
Surveyor Aide	10.00	60.0000	600.00
Surveyor I	8.00	82.0000	656.00
Surveyor II	8.00	102.0000	816.00
Surveyor III	15.00	110.0000	1,650.00
Technician I	9.50	78.0000	741.00
Technician II	156.75	98.0000	15,361.50
Technician III	11.25	115.0000	1,293.75
Technician IV	19.25	132.0000	2,541.00
	343.00		37,489.00
Fixed Rates Labor subtotal			
Total Construction Engineering Professional Services			37,489.00

Total Project: 0037190010 - Nine Mile Road Diet Construction Engineering **37,489.00**

REMIT TO:

OHM Advisors
 34000 PLYMOUTH RD
 LIVONIA, MICHIGAN 48150-1512

T 734.522.6711
 F 734.522.6427

OHM-Advisors.com



CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 07/24/2019
Invoice #: 205738
Project: 0037-19-0010

Project Name: Nine Mile Road Diet Construction Engineering

For Professional Services Rendered through: 7/13/2019

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
0037190010 Construction Engineering Professional Services	194,000.00	37,489.00	156,511.00	53,600.50
Amount Due This Invoice **	194,000.00	37,489.00	156,511.00	53,600.50

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD
LIVONIA MICHIGAN 48150-1512

T 734.522.6711
F 734.522.6427

OHMAdvisors.com



CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 07/24/2019
Invoice #: 205738
Project: 0037-19-0010

0037190010 Construction Engineering Professional Services

Fixed Rates Labor

<i>Classification</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	3.75	178.0000	667.50
Engineering/Architectural Aide	8.50	62.0000	527.00
Grad. Arch./Landscape Arch. I	23.75	95.0000	2,256.25
Graduate Engineer I	10.25	115.0000	1,178.75
Graduate Engineer II	54.00	125.0000	6,750.00
Graduate Surveyor	46.50	113.0000	5,254.50
Professional Engineer/Architect I	5.75	133.0000	764.75
Professional Engineer/Architect II	3.50	145.0000	507.50
Professional Surveyor III	10.00	158.0000	1,580.00
Surveyor Aide	18.75	60.0000	1,125.00
Surveyor I	10.75	82.0000	881.50
Surveyor II	12.75	102.0000	1,300.50
Surveyor III	17.00	110.0000	1,870.00
Technician I	26.50	78.0000	2,067.00
Technician II	218.25	98.0000	21,388.50
Technician III	17.25	115.0000	1,983.75
Technician IV	26.50	132.0000	3,498.00
	Fixed Rates Labor subtotal	513.75	53,600.50
Total Construction Engineering Professional Services			53,600.50

Total Project: 0037190010 - Nine Mile Road Diet Construction Engineering **53,600.50**

REMIT TO:

OHM Advisors
 34000 PLYMOUTH RD
 T 734.522.6711



CITY OF OAK PARK
Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 07/24/2019
Invoice #: 205737
Project: 0037-18-0060

Project Name: 45th District Court Technology Design

For Professional Services Rendered through: 7/13/2019

<i>Description</i>	<i>Fee Amount</i>	<i>Percent Complete</i>	<i>Fee Earned</i>	<i>Previous Billings</i>	<i>Current Billing</i>
0037180060 Professional Services	9,800.00	100.00	9,800.00	9,310.00	490.00
Amount Due This Invoice **					490.00

REMIT TO:

OHM Advisors
34000 PLYMOUTH RD

T 734.522.6711

MERCHANT'S LICENSES - AUGUST 19TH, 2019

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
WHEEL DEPOT	13800 EIGHT MILE	\$150.00	WHEEL AND TIRE SALES

RENEWALS	ADDRESS	FEES	BUSINESS TYPE
SALON ULTIMO	22155 COOLIDGE	\$225.00	SALON

**CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE**

Today's Date: 8/8/19

Applicant Information

Applicant/Business Name: Greg Allen/Oak Park Service Learning Academy

Applicant/Business Address: 21700 Marlow St. Oak Park MI. 48237

Phone number: 248-595-8773

E-Mail Address: gallen@eliteschoolmanagement.com

Relation of applicant to business: President of Marketing for management company that operates the school

Has applicant ever been convicted of a felony? Yes No

Owner Information

Owner or manager of site: Maurice Evans

Phone: 248-595-8773

Names and addresses of partners or officers of corporation:

Event Information

Proposed date(s) of event: 8/27/19

Has this event been held previously? Yes No

Address or location of event: 21700 Marlow St. Oak Park MI. 48237

Is this a City owned park? No

If this event is to take place in a City owned park, have you received and do you agree to abide by the City's Parks and Recreation rules and regulations? Yes No

Nature, purpose, and detailed description of event: This will be a family movie night. We will screen a PG rated movie on the lawn at our new school to to engage with the community.

Will the event be open to the public? Yes No

If yes, please describe how so: The event will be free and open to families. All children attending will be required to have and adult present.

Estimated number of people attending event? 50-75

Hours of Event: 7PM-10:30PM

Are you requesting to have a parade? Yes No **If yes, please attach a map of the parade route**

Where will the parade participants be walking? Sidewalks Streets

Will the parade require streets to be blocked off? Yes No

If yes, how many streets/intersections will need to be blocked : _____

Please attach a sign off from the residences located on the affected streets, indicating that they are aware of the event to take place, the date, times and location.

Food Services

Will food or beverages be sold at event? Yes No, if yes please list type(s) of food to be sold:

Will the food be prepackaged or prepared on site: Popcorn and bottled water will be provided at no charge.

Please note: *If your application is approved and you plan to prepare food on site, you will need to contact the Oakland County Health Department at 248-424-7000 for inspection. You will also need to provide temporary water services at the site where the food is prepared.*

Mechanical Amusement

Will there be any mechanical rides at event? Yes No, if yes, please provide the name and the address of amusement operators: _____

Will the event have a moonwalk? Yes No, if yes, please provide the name and address of Company/Entity providing moonwalk: _____

Will the event have video games, etc.? If so, please provide the names and address of company providing the Games: No

Please Note: *You must provide proof of insurance for all mechanical rides, moonwalks, circus rides/games, etc. The City of Oak Park must be listed on the insurance certificate as "additionally insured." A copy of the City Ordinance with required liability insurance coverage for these events is attached. Also, certification by the State of Michigan Department of Labor is required for all mechanical amusement devices and rides.*

Technical/Support

Will the event require use of electrical supply source? Yes No, if yes, please describe:
Electricity will be run via extension cord from the school on site to power blower for the inflatable screen, projector and speakers.

Will sanitary facilities be required at event? Yes No

Will tent(s) be used at the event? Yes No, if yes, please state size(s) of tent:
10 x 10 canopy will be on site

Will the event have banners displayed? Yes No, if so, please provide the number of signs and
dimension(s): 8' x 3" banner will be attached to canopy

Please Note: If a temporary generator or electric supply source is provided, you must provide an Electrical permit by a licensed electrical contractor. Also, you will need certification of flame spread rates of all canvas and/or cloth enclosures.

Other possible Special Event requirements include: additional application, inspection and bond fees, temporary sign permit.

The fee for a Special Event application is \$100: The fee is non-refundable. Once an application is received, the City Clerk's Office will send copies of the application to the following departments: City Manager, Public Safety, Public Works, and Recreation. Each department will review the application and provide a written estimate of services they will need to provide, along with man-hours and costs (if any). The City Clerks' office will contact the applicant to inform them of the additional costs involved. At that time the applicant can decide whether or not to proceed with the event. If so, the event will be placed on the City Council agenda for approval.

Should any of the above information prove to be inaccurate or untruthful, it will be grounds to deny the applicant's request or revoke any approvals. I hereby certify the above information to be true and accurate to the best of my knowledge.



Applicant's Signature

State of Michigan

ss

County of _____

Subscribed and sworn to before me, a Notary Public this _____ day of _____ 20____, by

_____.

My Commission expires: _____

Notary Public

CITY OF OAK PARK
 14000 OAK PARK BLVD
 OAK PARK, MI 48237
 WWW.OAKPARKMI.GOV

CITY OF OAK PARK

OFFICE OF THE CITY CLERK

Received From:
 DETROIT SERVICE LEARNING ACADEMY
 Date: 08/09/2019 Time: 12:08:32 PM
 Posting Date: 08/09/2019
 Receipt: 331300
 Cashier: AJONES

DATE

ITEM REFERENCE	AMOUNT	
3001 Special Business Lic/Permits		\$ 25.00
Special Business Lic/Permits	\$100.00	\$ 100.00
TOTAL	\$100.00	\$ 100.00
CHECK 38424	\$100.00	\$ 100.00
Total Tendered:	\$100.00	\$ 100.00
Change:	\$0.00	\$ 0.00

2 machines - \$200 per machine	\$ 400.00
34 machines - \$176.00 per machine	\$ 5992.00
66 machines - \$160.00 per machine	\$ 10560.00
710 machines - \$125.00 per machine	\$ 88750.00
Notary Fee	\$ 5.00
Paraprofessional License	\$ 400.00
Special Metals License	\$ 60.00
Stamps & Seal	\$ 10.00
Special Event Fee	\$ 150.00
Liquor License -	
New On-Premises Consumption or transfer of owner	\$ 300.00
Adding additional owners Per Owner	200.00
Background Check Per acc part	75.00
Annual Renewal	250.00
Vendor License - Food	\$ 60.00
Vendor License Lawn Care Show Removal	\$ 60.00
Water List	\$ 0.00
Other	\$ 0.00

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION
Oak Park Service Learning Academy
Family Movie Night
21700 Marlow

DATE: August 27, 2019 at 7:00 pm – 10:30 pm

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
TECHNICAL AND PLANNING <i>Rob Barrett</i> <i>Dan Fairless*</i>	N/A	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Periodic checks as part of routine patrols	20 mins	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Kevin Yee</i>	N/A	N/A	N/A
ADDITIONAL <i>Administration</i>	N/A	N/A	\$100 fee paid

CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE

Today's Date: August 1st 2019

Applicant Information

Applicant/Business Name: BROTHER THOMAS ZERATA OFM

Applicant/Business Address: 24320 Seneca St Oak Park MI 48237

Phone number: 248-591-9444 E-Mail Address: MUSICALCHAIRS TRZ003@gmail.com

Relation of applicant to business: _____

Has applicant ever been convicted of a felony? Yes No

Owner Information

Owner or manager of site: _____ Phone: _____

Names and addresses of partners or officers of corporation:

_____ BLOCK PARTY

Event Information

Proposed date(s) of event: SUNDAY SEPTEMBER 8th 2019 Has this event been held previously? Yes No

Address or location of event: Seneca Street North at Northfield Ave to the

Is this a City owned park? Public Street CUL-de-SAC

If this event is to take place in a City owned park, have you received and do you agree to abide by the City's Parks and Recreation rules and regulations? Yes No NA

Nature, purpose, and detailed description of event: ANNUAL BLOCK PARTY (16th year)

Will the event be open to the public? Yes No

If yes, please describe how so: CURRENT RESIDENTS OF Seneca Street AND former Neighbors City Council, Mayor AND elected officials INVITED.

Estimated number of people attending event? 40-60 including children Hours of Event: 2:00 - 6:00 PM

REQUEST TO PLEASE WAIVE FEE. Thank You!

Are you requesting to have a parade? Yes No **If yes, please attach a map of the parade route**

Where will the parade participants be walking? Sidewalks Streets

Will the parade require streets to be blocked off? Yes No

If yes, how many streets/intersections will need to be blocked : _____

Please attach a sign off from the residences located on the affected streets, indicating that they are aware of the event to take place, the date, times and location.

Food Services

Will food or beverages be sold at event? Yes No, if yes please list type(s) of food to be sold:

Will the food be prepackaged or prepared on site: POT Luck from local Residents

Please note: *If your application is approved and you plan to prepare food on site, you will need to contact the Oakland County Health Department at 248-424-7000 for inspection. You will also need to provide temporary water services at the site where the food is prepared.*

Mechanical Amusement

Will there be any mechanical rides at event? Yes No, if yes, please provide the name and the address of amusement operators: _____

Will the event have a moonwalk? Yes No, if yes, please provide the name and address of Company/Entity providing moonwalk: _____

Will the event have video games, etc.? If so, please provide the names and address of company providing the Games: NO

Please Note: *You must provide proof of insurance for all mechanical rides, moonwalks, circus rides/games, etc. The City of Oak Park must be listed on the insurance certificate as "additionally insured." A copy of the City Ordinance with required liability insurance coverage for these events is attached. Also, certification by the State of Michigan Department of Labor is required for all mechanical amusement devices and rides.*

Technical/Support

Will the event require use of electrical supply source? Yes No, if yes, please describe:

Will sanitary facilities be required at event? Yes No

Will tent(s) be used at the event? Yes No, if yes, please state size(s) of tent:
(one 10 x 10 tent for the D.J.)

Will the event have banners displayed? Yes No, if so, please provide the number of signs and dimension(s):

Please Note: *If a temporary generator or electric supply source is provided, you must provide an Electrical permit by a licensed electrical contractor. Also, you will need certification of flame spread rates of all canvas and/or cloth enclosures.*

Other possible Special Event requirements include: additional application, inspection and bond fees, temporary sign permit.

The fee for a Special Event application is \$100: The fee is non-refundable. Once an application is received, the City Clerk's Office will send copies of the application to the following departments: City Manager, Public Safety, Public Works, and Recreation. Each department will review the application and provide a written estimate of services they will need to provide, along with man-hours and costs (if any). The City Clerks' office will contact the applicant to inform them of the additional costs involved. At that time the applicant can decide whether or not to proceed with the event. If so, the event will be placed on the City Council agenda for approval.

Request to wave fee as this is a community building event for our neighbors and friends

Should any of the above information prove to be inaccurate or untruthful, it will be grounds to deny the applicant's request or revoke any approvals. I hereby certify the above information to be true and accurate to the best of my knowledge.

Roman R. Telford OFM.
Applicant's Signature

State of Michigan

ss

County of _____

Subscribed and sworn to before me, a Notary Public this _____ day of _____ 20____, by
_____.

My Commission expires: _____
Notary Public

We, the Residents of the 2100 Block of Serect Street
 Request Permissial of th City of OAK PARK to allow the Closing
 of our Street North of Northfield Ave to the Cul-de-Sac on
 SUNDAY - September 8th between the hours of 2.00PM - 6.00P
 To Celebrate our 15th ANNUAL Block Party

24300	→	Shana Gattner
24200		24201
24220		24221
24230	MJ	24231 C Banks
24240	Wendell D Lee	24241 Ed Lample
24250	Andrew Johnson	24251 Betty
24260	Z. Lott	24261 VACANT
24270	Jim O'S	24271 GMM B
24310	VACANT	24301 Evelyn Barnes - 2 sons
24320	Thomas R. Tanga OPM.	24311 Krista
24330	Jim	24321 Jack Kaufman
24340		24331 D. Whitfield

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

**Thomas Zerafa
Seneca Street Block Party**

DATE: September 8, 2019 at 2:00 pm – 6:00 pm

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
TECHNICAL AND PLANNING <i>Rob Barrett Dan Fairless*</i>	N/A	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Normal Patrol Functions	NA	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Kevin Yee</i>	Drop off/pick up barricades	1	N/A
ADDITIONAL <i>Administration</i>	N/A	N/A	\$100 fee wavier requested

CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE

Today's Date: _____

Applicant Information

Applicant/Business Name: Palmer Woods Manor

Applicant/Business Address: _____

Phone number: 248-383-5854 E-Mail Address: Palmer Woods@gmail.com

Relation of applicant to business: Part of Palmer Woods Manor

Has applicant ever been convicted of a felony? Yes No

Owner Information

Owner or manager of site: Tashia Makie Phone: 313-319-5132

Names and addresses of partners or officers of corporation: 24750 MANISTEE

Event Information

Proposed date(s) of event: August 24th party
Block Club Has this event been held previously? Yes No

Address or location of event: on Dartmouth St. Address list
on application

Is this a City owned park? yes

If this event is to take place in a City owned park, have you received and do you agree to abide by the City's Parks and Recreation rules and regulations? Yes No

Nature, purpose, and detailed description of event: Palmer Wood Manor
Block Party

Will the event be open to the public? Yes No

If yes, please describe how so: OPEN to ALL people living
in Palmer Wood Manor.

Estimated number of people attending event? 50 Hours of Event: 12:00pm - 7:00pm

* fee waiver requested *

Are you requesting to have a parade? Yes No **If yes, please attach a map of the parade route**

Where will the parade participants be walking? Sidewalks Streets

Will the parade require streets to be blocked off? Yes No **Party will block street**

If yes, how many streets/intersections will need to be blocked: 1

Please attach a sign off from the residences located on the affected streets, indicating that they are aware of the event to take place, the date, times and location.

Food Services

Will food or beverages be sold at event? Yes No, if yes please list type(s) of food to be sold:

Will the food be prepackaged or prepared on site: NO

Please note: *If your application is approved and you plan to prepare food on site, you will need to contact the Oakland County Health Department at 248-424-7000 for inspection. You will also need to provide temporary water services at the site where the food is prepared.*

Mechanical Amusement

Will there be any mechanical rides at event? Yes No, if yes, please provide the name and the address of amusement operators: _____

Will the event have a moonwalk? Yes No, if yes, please provide the name and address of Company/Entity providing moonwalk: MR. INFLATABLE BOUNCE HOUSE & MOON WALK P.O. BOX 47892 OAK PARK, MI 313-282-9661 or 313-777-8402

Will the event have video games, etc.? If so, please provide the names and address of company providing the Games: NO

Please Note: *You must provide proof of insurance for all mechanical rides, moonwalks, circus rides/games, etc. The City of Oak Park must be listed on the insurance certificate as "additionally insured." A copy of the City Ordinance with required liability insurance coverage for these events is attached. Also, certification by the State of Michigan Department of Labor is required for all mechanical amusement devices and rides.*

Technical/Support

Will the event require use of electrical supply source? Yes No, if yes, please describe:

Will sanitary facilities be required at event? Yes No

Will tent(s) be used at the event? Yes No, if yes, please state size(s) of tent:

Will the event have banners displayed? Yes No, if so, please provide the number of signs and dimension(s):

Please Note: *If a temporary generator or electric supply source is provided, you must provide an Electrical permit by a licensed electrical contractor. Also, you will need certification of flame spread rates of all canvas and/or cloth enclosures.*

Other possible Special Event requirements include: additional application, inspection and bond fees, temporary sign permit.

The fee for a Special Event application is \$100: The fee is non-refundable. Once an application is received, the City Clerk's Office will send copies of the application to the following departments: City Manager, Public Safety, Public Works, and Recreation. Each department will review the application and provide a written estimate of services they will need to provide, along with man-hours and costs (if any). The City Clerks' office will contact the applicant to inform them of the additional costs involved. At that time the applicant can decide whether or not to proceed with the event. If so, the event will be placed on the City Council agenda for approval.

Should any of the above information prove to be inaccurate or untruthful, it will be grounds to deny the applicant's request or revoke any approvals. I hereby certify the above information to be true and accurate to the best of my knowledge.



Applicant's Signature

State of Michigan

ss

County of _____

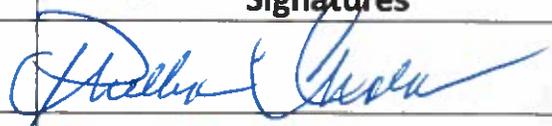
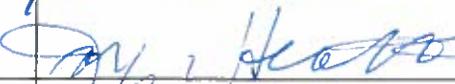
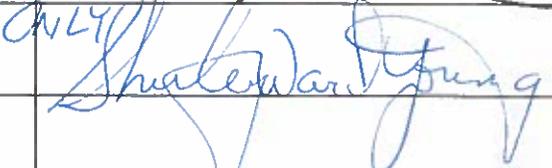
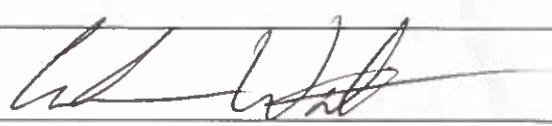
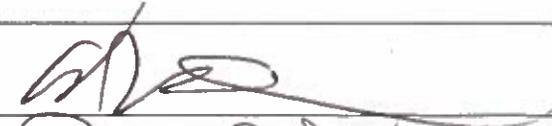
Subscribed and sworn to before me, a Notary Public this _____ day of _____ 20____, by

_____.

My Commission expires: _____
Notary Public

Date: July 8, 2019

My signature below attest that I live at the address listed and I give approval for the Palmer Woods Manor Association to block my street for the purpose of the neighborhood block party on August 24, 2019 from 12:00 PM to 7:00 PM.

Resident Name	Address	Signatures
Phillip Crank	10341 Dartmouth St.	
Joyce Haslett	10331 Dartmouth St.	
Fred Butler	10321 Dartmouth St.	
SHIRLEY YOUNG	10301 Dartmouth St.	
	10271 Dartmouth St.	
	10261 Dartmouth St.	
Calverne Walters	10241 Dartmouth St.	
	10231 Dartmouth St.	
Don Soulesce	10221 Dartmouth St.	
ROBERT BROOKS	10211 Dartmouth St.	
	10201 Dartmouth St.	
Matthew Swain	10330 Dartmouth St.	
	10320 Dartmouth St.	
	10310 Dartmouth St.	

LATOYA Short	10300 Dartmouth St.	LATOYA Short
Kay Buckner Seal	10230 Dartmouth St.	Kay Buckner
	10220 Dartmouth St.	
Rhea Schaefer	10210 Dartmouth St.	Rhea Schaefer
	10200 Dartmouth St.	
	10170 Dartmouth St.	



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/17/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Friedman Insurance, Inc. PO Box 759 Dubuque IA 52004-0759	CONTACT NAME: Shelbi Bedessem PHONE (A/C, No., Ext): 563-556-0272 FAX (A/C, No.): 563-556-4425 E-MAIL ADDRESS: bedessesms@friedman-group.com
	INSURER(S) AFFORDING COVERAGE NAIC # INSURER A : West Bend Mutual Insurance Company 15350 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :
INSURED MRINFLA-01 Mr. Inflatable LLC PO Box 47892 Oak Park MI 48220	

COVERAGES **CERTIFICATE NUMBER:** 1382270088 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			A486231	7/19/2019	7/19/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.I. EACH ACCIDENT \$ E.I. DISEASE - EA EMPLOYEE \$ E.I. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Proof of Insurance

CERTIFICATE HOLDER City of Oak Park 14300 Oak Park Blvd Oak Park, MI 48237	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	--

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

**Palmer Woods Manor
Block Party, Dartmouth Street**

DATE: August 24, 2019 at 12:00 pm – 7:00 pm

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
TECHNICAL AND PLANNING <i>Rob Barrett Dan Fairless*</i>	Proposed Bounce House must be properly anchored to the ground	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Normal Patrol	NA	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Kevin Yee</i>	Drop off/pick up barricades	1	N/A
ADDITIONAL <i>Administration</i>	N/A	N/A	\$100 fee wavier requested

**GARAN
LUCOW
MILLER P.C.**

GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 Brewery Park Blvd, Ste 200
Detroit, Michigan 48207
313-446-1530
Tax I.D. 38-1879991

Invoice 519330**August 9, 2019**

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, July 31, 2019

\$12,083.34**Fee Total****Costs Advanced:**

Date	Description	Amount
07/01/19	Copies of Deed Restrictions for Dewey and Jackson parks.	13.00
07/01/19	Copies of vesting deeds for Dewey Park and Jackson Park.	3.00
07/02/19	Copies of Oak Park Sewer Easements - Register of Deeds	7.00
07/08/19	Reproduction Charges 18 @ 0.15	2.70
07/19/19	Oakland County Register of Deeds - Copies of OP Easements	54.00
07/19/19	Reproduction Charges 18 @ 0.15	2.70
07/19/19	Reproduction Charges 54 @ 0.15	8.10
07/25/19	Reproduction Charges 28 @ 0.15	4.20
07/29/19	Reproduction Charges 1 @ 0.15	0.15
	Total Costs Advanced	\$94.85

In Re: City of Oak Park
08/09/19
Page 2

Total Fees and Disbursements: \$12,178.19

*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.*

**GARAN
LUCOW
MILLER P.C.**
GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 Brewery Park Blvd, Ste 200
Detroit, Michigan 48207
313-446-1530
Tax I.D. 38-1879991

Invoice 519331

August 9, 2019

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

Re: Aaron G. Pergament v City of Oak Park

*Client 7406
Matter 41*

Statement for City Attorney Legal Services

For Legal Services Rendered Through Wednesday, July 31, 2019

\$56.00

Fee Total

Total Costs Advanced

\$0.00

Total Fees and Disbursements: \$56.00

*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.*

**GARAN
LUCOW
MILLER P.C.**

GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 Brewery Park Blvd, Ste 200
Detroit, Michigan 48207
313-446-1530
Tax I.D. 38-1879991

Invoice 519332

August 9, 2019

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

*Re: Oak Park Crown Pointe, LLC v City of Oak
Park*

*Client 7406
Matter 42*

Statement for City Attorney Legal Services

For Legal Services Rendered Through Wednesday, July 31, 2019

\$56.00

Fee Total

Total Costs Advanced

\$0.00

Total Fees and Disbursements: \$56.00

*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.*

**GARAN
LUCOW
MILLER P.C.**

GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 Brewery Park Blvd, Ste 200
Detroit, Michigan 48207
313-446-1530
Tax I.D. 38-1879991

Invoice 519333

August 9, 2019

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

*Re: Tina Polk and Richard Newton v City of Oak
Park, County of Oakland, et al.*

*Client 7406
Matter 24*

Statement for City Attorney Legal Services

For Legal Services Rendered Through Wednesday, July 31, 2019

\$570.00

Fee Total

Total Costs Advanced

\$0.00

Total Fees and Disbursements: \$570.00

*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: August 19, 2019

AGENDA #

SUBJECT: Report on bids for the 2019-2020 Miscellaneous Concrete Project, M-699.

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

SUMMARY: At the July 1, 2019 regular meeting of the Oak Park City Council, the request to bid the 2019-2020 Miscellaneous Concrete Project, M-699 was approved (CM-07-218-19). The project was advertised and 38 contractors viewed the documents. On August 12, 2019, six (6) bids were received and opened. The low bidder, Mattioli Cement Company of Fenton, MI submitted a bid of \$373,835.10. References were checked and all had positive responses.

FINANCIAL STATEMENT: There is \$400,000 budgeted in the FY 2019-2020 budget for this expenditure and we also received the LRIP (Local Road Improvement Program) grant through Oakland County for the amount of \$41,329.

RECOMMENDED ACTION: It is recommended that City Council award the bid for the 2019-2020 Miscellaneous Concrete Project, M-699 to Mattioli Cement Company of Fenton, MI for a total amount of \$373,835.10. Funding is available in the Local Streets Fund (203-18-479-801) and Water & Sewer Fund (592-18-550-970) for this project.

APPROVALS:
City Manager: *[Signature]*

Department Director: *[Signature]*

Director of Finance: *[Signature]*

Legal: N/A

Budgeted:

EXHIBITS: Bid Tabulation

BID TABULATION

2019-2020 MISCELLANEOUS CONCRETE PROJECT M-699				MATTIOLI CEMENT COMPANY 6085 MCGUIRE ROAD FENTON, MI 48430		JB CONTRACTORS INC. 2933 MILITARY DETROIT, MI 48209		HARTWELL CEMENT CO. 21650 FERN AVE. OAK PARK, MI 48237	
BID OPENING DATE: MONDAY, AUGUST 12, 2019									
ITEM	DESCRIPTION	QUANT.	U/M	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	REMOVE CONCRETE PAVEMENT	3,100	SYD	\$ 10.00	\$ 31,000.00	\$ 11.00	\$ 34,100.00	\$ 12.00	\$ 37,200.00
2	COOLIDGE CONCRETE PAVEMENT REMOVAL	1,300	SYD	\$ 19.00	\$ 24,700.00	\$ 13.20	\$ 17,160.00	\$ 12.00	\$ 15,600.00
3	CONCRETE PVMT W/INT CURB & GUTTER, 9" CONC.	3,100	SYD	\$ 55.81	\$ 173,011.00	\$ 67.80	\$ 210,180.00	\$ 72.00	\$ 223,200.00
4	COOLIDGE CONCRETE PVMT W/INT CURB & GUTTER 9" CONCRETE	1,300	SYD	\$ 55.81	\$ 72,553.00	\$ 68.00	\$ 88,400.00	\$ 72.00	\$ 93,600.00
5	SIDEWALK CONC. NON-REINF 6" SIDEWALK/DRIVE APPROACH	483	SFT	\$ 6.50	\$ 3,139.50	\$ 7.50	\$ 3,622.50	\$ 8.00	\$ 3,864.00
6	SIDEWALK CONC. NON-REINF 4" SIDEWALK	2,599	SFT	\$ 6.00	\$ 15,594.00	\$ 6.50	\$ 16,893.50	\$ 7.00	\$ 18,193.00
7	CONC. PVMT 24" CURB & GUTTER SECTION NON REINF 9" CONC.	15	LFT	\$ 30.00	\$ 450.00	\$ 35.00	\$ 525.00	\$ 55.00	\$ 825.00
8	ADJUSTING DRAINAGE STRUCTURES	15	EA	\$ 250.00	\$ 3,750.00	\$ 175.00	\$ 2,625.00	\$ 250.00	\$ 3,750.00
9	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	100	SFT	\$ 22.00	\$ 2,200.00	\$ 37.00	\$ 3,700.00	\$ 25.00	\$ 2,500.00
10	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR LIMESTONE)	3,100	SYD	\$ 5.50	\$ 17,050.00	\$ 4.80	\$ 14,880.00	\$ 8.00	\$ 24,800.00
11	AGGREGATE BASE UNDER 4"& 6" & 9" CONC. (6" 21AA CR LIMESTONE)	500	SYD	\$ 9.00	\$ 4,500.00	\$ 10.00	\$ 5,000.00	\$ 16.00	\$ 8,000.00
12	COOLIDGE AGG. BASE UNDER 9" CONC. (3" 21AA CR LIMESTONE)	1,300	SYD	\$ 5.50	\$ 7,150.00	\$ 4.80	\$ 6,240.00	\$ 8.00	\$ 10,400.00
13	DRAINAGE STRUCTURE COVER	760	LBS	\$ 1.76	\$ 1,337.60	\$ 2.50	\$ 1,900.00	\$ 2.25	\$ 1,710.00
14	MINOR TRAFFIC DEVICES (5% MAX)	1	LSUM	\$ 2,000.00	\$ 2,000.00	\$ 10,000.00	\$ 10,000.00	\$ 1,000.00	\$ 1,000.00
15	COOLIDGE MINOR TRAFFIC DEVICES (5% MAX)	1	LSUM	\$ 2,000.00	\$ 2,000.00	\$ 3,600.00	\$ 3,600.00	\$ 3,500.00	\$ 3,500.00
16	PROJECT CLEAN UP (5% MAX)	1	LSUM	\$ 7,000.00	\$ 7,000.00	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00	\$ 5,000.00
17	INSPECTION CREW DAYS	\$ 320.00	DAY	20	\$ 6,400.00	20	\$ 6,400.00	45	\$ 14,400.00
				TOTAL COST	\$ 373,835.10		\$ 427,226.00		\$ 467,542.00

OTHER BIDDERS

GREAT LAKES CONTRACTING SOLUTIONS, LLC	\$476,944.60
LACARIA CONCRETE CONSTRUCTION, INC.	\$553,957.50
HMC,LLC	\$765,543.00

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

AN ORDINANCE TO AMEND CHAPTER 2, ADMINISTRATION, OF THE CODE OF ORDINANCES, CITY OF OAK PARK, MICHIGAN BY AMENDING ARTICLE VI. PUBLIC LIBRARY, SEC. 2-651. BOARD OF DIRECTORS AND SEC. 2-652. TERMS OF MEMBERS; REMOVALS; VACANCIES

THE CITY OF OAK PARK ORDAINS:

SECTION 1. Ordinance – Chapter 2, Administration, of the Code of Ordinances, City of Oak Park, Michigan, Article VI. Public Library, Sec. 2-651. Board of Directors and Sec. 2-652. Terms of Members; Removals; Vacancies are hereby amended to read as follows:

Sec. 2-651. Appointment of members.

The board of directors of the public library shall consist of **five** nine members, appointed by the mayor with the approval of the city council. Directors shall be chosen from the citizens at large, with reference to their fitness for such office, and not more than one member of the city council shall be at any one time a member of said board.

Sec. 2-652. Terms of members; removals; vacancies.

The term of appointment of a Director shall be **two years. Present members of the board of directors may serve as Directors until their existing respective terms expire. The Board of Directors shall organize by electing at its regular meeting a President, Vice President, Secretary, and such other officials as may be necessary for the proper conduct of the duties of the Board. Current officers will continue to hold office until the next election. Five members of the Board shall constitute a quorum for the transaction of business.**

~~Directors shall initially be appointed as follows: One director shall be appointed for a term of five years, one director shall be appointed for a term of four years, one director shall be appointed for a term of three years, one director shall be appointed for a term of two years, one director shall be appointed for a term of one year, and annually thereafter the mayor shall appoint one member of such board of directors for a term of **five** two years.~~ The Mayor may, by and with the consent of the city council, remove any director for misconduct or neglect of duty. Vacancies in the board of directors occasioned by removals, resignations, or otherwise shall be reported to the city council, and be filled in like manner as original appointments. No director shall receive compensation as such.

SECTION 2. Savings Clause – All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

SECTION 3. Severability – No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park, Michigan shall be affected by this Ordinance, except as to the above section, 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 of the City of Oak Park, Michigan.

SECTION 4. Effective Date – This Ordinance shall become effective ten (10) days from the date of its passage and shall be published as required by the Charter of the City of Oak Park, Michigan.

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park, Michigan on this _____ day of August, 2019.

T. EDWIN NORRIS, City Clerk

MARIAN MCCLELLAN, Mayor

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

T. EDWIN NORRIS, City Clerk

**CITY OF OAK PARK
RESOLUTION TO APPROVE REQUEST FROM
MICHIGAN BELL TELEPHONE COMPANY d/b/a AT&T MICHIGAN
FOR EXTENSION OF METRO ACT RIGHT OF WAY PERMIT**

WHEREAS, on August 16, 2004, the City of Oak Park issued a METRO Act Right-of-Way Telecommunications Permit to Michigan Bell Telephone d/b/a AT&T Michigan ("AT&T"); and

WHEREAS, the term of the Permit was five years and expired on August 16, 2009; and

WHEREAS, on July 20, 2009, the City of Oak Park approved a renewal of the Permit for five years, expiring on August 30, 2011; and

WHEREAS, on August 30, 2011, the City of Oak Park approved a renewal of the Permit for five years, expiring on August 30, 2014; and

WHEREAS, on May 19, 2014, the City of Oak Park approved a renewal of the Permit for five years, expiring on August 30, 2019; and

WHEREAS, AT&T has submitted a request to extend the Permit for an additional five year term to end on August 31, 2024; and

WHEREAS, the City is aware of no reason to deny the request to extend the Permit for an additional five years.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Oak Park, Oakland County, Michigan, that:

1. The request by AT&T for an extension of their METRO Act Permit through August 31, 2024 is hereby approved.
2. The City Manager is authorized and directed to execute the METRO Act Right of Way Permit Extension, in substantially the form attached hereto.
3. All resolutions inconsistent with this Resolution be and hereby are rescinded to the extent of such inconsistency.

Ayes: _____

Nays: _____

Absent: _____

Resolution declared adopted.

I hereby certify that the foregoing constitutes a true and complete copy of a Resolution adopted by the City of Oak Park, County of Oakland, State of Michigan, at a regular meeting held on Monday, August 19,

**GARAN
LUCOW
MILLER P.C.**

GREAT LAKES LAW FIRM SERVING CLIENTS NATIONALLY

1155 BREWERY PARK BOULEVARD
SUITE 200
DETROIT, MI 48207-2641
TELEPHONE: 313.446.1530
FAX: 313.259.0450
www.garanlucow.com

EBONY L. DUFF
DIRECT DIAL: 313.446.5543
E-MAIL: eduff@garanlucow.com

August 14, 2019

Honorable Mayor and City Council
City of Oak Park
13600 Oak Park Boulevard
Oak Park, MI 48237

**Re: Request from Michigan Bell Telephone d/b/a AT&T for Extension of
METRO Act Right of Way Permit**

Dear Honorable Mayor and Council:

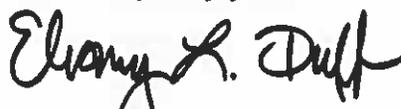
The City Clerk is in receipt of a request from Michigan Bell Telephone d/b/a AT&T for an extension of its METRO Act Right of Way Permit for a period of 5 years. The City originally issued a METRO Act Right of Way Telecommunications Permit to AT&T on August 16, 2004, for a period of 5 years and subsequently approved its renewal request for subsequent extensions with a current term that expires on August 30, 2019. AT&T now proposes to extend the Permit for an additional 5 years for a term to end on August 31, 2024.

With respect to extensions, the METRO Act and the Permit itself provide that an Application for Extension for a period of 5 years or less may be submitted by the Permit holder. Therefore, the current request for a 5 year Permit extension appears to be in order. The Technical and Planning Director has received the request and has no objection to same.

It is my recommendation that you adopt a Resolution approving the request by AT&T for an extension of its existing METRO Act Permit for a term ending on August 31, 2024, and authorizing the City Manager to sign the letter agreement in the form submitted.

Thank you for your prompt attention in this regard. Should you have any questions or concerns regarding this matter, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in black ink that reads "Ebony L. Duff". The signature is written in a cursive, flowing style.

EBONY L. DUFF
For the Firm

ELD/smw
1462751

cc: Erik Tungate, City Manager
T. Edwin Norris, City Clerk
Robert Barrett, Director of Technical & Planning



AT&T Michigan
Angela Wesson
METRO Act Administrator
54 N. Mill Street
Mailbox #30
Pontiac, MI 48342

August 14, 2019

Oak Park City
14000 Oak Park Blvd
Oak Park, MI 48237

METRO ACT RIGHT OF WAY PERMIT EXTENSION

Dear Oak Park City,

This is a letter agreement which extends the existing METRO Act Permit issued by the Oak Park City/Oakland County to Michigan Bell Telephone Company d/b/a AT&T Michigan ("AT&T") which expires on August 31, 2019. The extension is for a term to end on August 31, 2024.

If this is agreeable, please sign both copies of the extension letter agreement in the place provided below and return to AT&T Michigan at the address on this letterhead. Upon receipt AT&T will acknowledge and return one copy for your files.

Additional information regarding this renewal request may be found at <http://www.michigan.gov/mpsc>. Please click on Telecommunications, METRO Act/Right of Way, and AT&T 5 Year permit extension.

We would appreciate return of the signed copies within 30 days of receiving this request. Your cooperation is appreciated.

If you have any questions feel free to contact Ms. Angela Wesson via e-mail, AD3245@att.com or 248-456-0361.

Agreed to by and on behalf of the
Oak Park City

**Michigan Bell Telephone Company d/b/a
AT&T** acknowledges receipt of this
Permit Extension granted by the municipality.

By: _____
Signature

By: _____
Angela Wesson

Its: _____

Its: METRO Act Administrator

Date: _____

Date: _____

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

**RESOLUTION AUTHORIZING THE PERMANENT RELOCATION OF
OAK PARK PRECINCT 1 FOR ALL FUTURE ELECTIONS**

At a Regular Meeting of the City Council of the City of Oak Park, Oakland County, Michigan, held at Oak Park City Hall located at 14000 Oak Park Boulevard on the 19th day of August, 2019, at 7:00 p.m.

The meeting was called to order by _____.

Present:

Absent:

The following Resolution was offered by Council Member _____ and seconded by Council Member _____.

WHEREAS, Avery Elementary School, in the Berkley School District, is the polling location for Precinct 1 for the City of Oak Park; and

WHEREAS, Avery Elementary School is no longer available for use as a polling location; and

WHEREAS, the Berkley School District has Norup International School available to accommodate Precinct 1 for all Oak Park elections.

NOW THEREFORE BE IT RESOLVED, that the City of Oak Park City Council hereby agrees to permanently move Precinct 1 for all future Oak Park elections to Norup International School, 14450 Manhattan, Oak Park, MI; and

BE IT FURTHER RESOLVED, that the City Clerk of the City of Oak Park is directed to notify the voters in Precinct 1 that the Precinct is permanently moved to Norup International School.

RESOLUTION DECLARED ADOPTED

I, T. Edwin Norris, City Clerk, do hereby certify that the forgoing constitutes a true, complete and original copy of a resolution adopted by the City Council of the City of Oak Park, County of Oakland, State of Michigan, at a regular meeting held on August 19, 2019 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267 of the Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

T. Edwin Norris, City Clerk



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 19, 2019

AGENDA#

SUBJECT: Proposed Change Order no. 1 and Payment Application No. 3 for the 2018-2019 Water Main Replacement Project, M-675.

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

SUMMARY: Attached are Proposed Change Order no. 1 and Payment Application No. 3 for the 2018-2019 Water Main Replacement Project, M-675. This project replaced the water mains along Kenosha St. (10 Mile to Northfield Blvd.) and on Northfield (Kenosha to Gardner) along with five urgent open cut sewer repairs. The Proposed Change Order is due to an area of pavement that was not initially expected to be removed and replaced and also balancing some additional quantities. This project is approximately 87% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$534,592.00
Proposed Change Order no. 1:	<u>\$ 12,955.62</u>
New Contract Amount:	\$547,547.62
Total Completed to Date:	\$478,190.84
Less Retainage:	\$ 26,729.60
Net Earned:	\$451,461.24
Deductions:	\$ 0.00
Balance:	\$451,461.24
Payments to Date:	<u>\$328,514.20</u>
Amount Due Macomb Pipeline:	\$122,947.05

RECOMMENDED ACTION: It is recommended that Proposed Change Order no. 1 for the 2018-2019 Water Main Replacement Project, M-675 be approved to Macomb Pipeline & Utilities Company of Sterling Heights, MI. for the amount of \$12,955.62. It is further recommended that Payment Application no. 3 for the same be approved for \$122,947.05. Funding is available in the Water and Sewer Fund (592-18-538-970, 592-18-550-970, and 592-18-550-930) for this expenditure.

APPROVALS:

City Manager: *[Signature]* Department Director: *[Signature]*

Director of Finance: *[Signature]* Legal: NA

Budgeted:

EXHIBITS: Proposed Change Order no. 1, Payment Application No. 3, map

CHANGE ORDER

PROJECT:	2019 Water Main Replacement Project	JOB NUMBER:	M-675
OWNER:	City of Oak Park, Michigan	CHANGE ORDER NO.:	1
CONTRACTOR:	Macomb Pipeline & Utilities Company 44444 Mound Rd. Sterling Hgts, MI 48413	PAGE:	1 OF 1

TO THE CONTRACTOR:

You are hereby directed to comply with the changes/extras to the contract documents.
This change order reflects work completed or anticipated. Documentation supporting these changes is on file with the City Engineer.

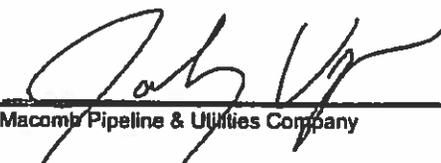
THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	Increased Amount
3	Pavement Removal, Modified SP	1,890	SYD	\$10.00	96.09	1,986.09	\$960.90
12	3/4" to 1" Type K Copper	180	LFT	\$40.00	0.75	180.75	\$30.00
16	Conc. Pavt. With Integral Curb Non-Reinforced, 8" Modified SP	165	SYD	\$85.00	31.68	196.68	\$2,692.80
18	Sidewalk Conc. Non-Reinforced 4" Conc. Sidewalk/Driveway	9,250	SFT	\$4.00	917.98	10,167.98	\$3,671.92
23	Adjusting Drainage Structure Cover Case 1, Modified SP	1	EACH	\$500.00	3.00	4.00	\$1,500.00
26	Sewer pipe 10" Schedule 40 PVC, Trench Det. B(6' to 8' depth)	15	LFT	\$600.00	1.50	16.50	\$900.00
28	Sewer pipe 8" Schedule 40 PVC, Trench Det. B(10' to 12' depth)	10	LFT	\$800.00	4.00	14.00	\$3,200.00
Totals:							\$12,955.62

SUMMARY

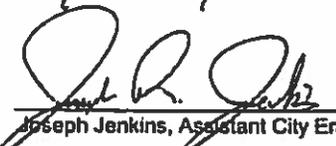
Total Increase	\$12,955.62
Total Amount for Change Order No. 1:	\$12,955.62

Original Contract Amount:	\$534,592.00
Change Order No. 1:	\$12,955.62
New Contract Amount	\$547,547.62



 Macomb Pipeline & Utilities Company

9-13-19
Date



 Joseph Jenkins, Assistant City Engineer

8/12/19
Date

PAYMENT APPLICATION

PROJECT: 2019 Water Main Replacement Project
OWNER: City of Oak Park, Michigan
CONTRACTOR: Macomb Pipeline and Utilities Company
 44444 Mound Rd
 Sterling Hgls, Mi 48413

JOB NUMBER: M-675
APPLICATION NO.: 3
PERIOD ENDING: 8/9/19
PAGE: 1 of 2

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Period Quantity	Period Amount	Quantity To Date	Amount To Date
1	Mobilization, Max 5%	1	LSUM	\$25,000.00	0.00	\$0.00	1.00	\$25,000.00
2	Minor Traffic Device, Modified SP	1	LSUM	\$5,500.00	0.00	\$0.00	1.00	\$5,500.00
3	Pavement Removal, Modified SP	1,860	SYD	\$10.00	497.73	\$4,977.30	1,986.09	\$19,860.90
4	Water Main 8" Ductile Iron, Class 54, Trench Detail B, Modified SP	2,048	LFT	\$88.00	8.00	\$704.00	2,032.20	\$178,833.60
5	Install Fire Hydrant, EJIW 5BR-250	8	EACH	\$3,800.00	1.00	\$3,800.00	6.00	\$22,800.00
6	Kenosha Water Main Connect. "A" @ Kenosha Ave/Ten mile Rd.	1	LSUM	\$8,500.00	1.00	\$8,500.00	1.00	\$8,500.00
7	Kenosha Water Main Connect. "B" @ Gardner Ave/Northfield Ave.	1	LSUM	\$4,000.00	0.00	\$0.00	1.00	\$4,000.00
8	N Kenosha Ave 6" abandoned valve & main disconnect @ ten mile	1	LSUM	\$7,500.00	1.00	\$7,500.00	1.00	\$7,500.00
9	Install 8" Gate valve and well	4	LSUM	\$3,700.00	0.00	\$0.00	4.00	\$14,800.00
10	Rem./Rep. Short Side Service curb Stop box 3/4" to 1"	30	EACH	\$250.00	0.00	\$0.00	29.00	\$7,250.00
11	Service Transfers (long and Short side) 3/4" to 1"	59	EACH	\$650.00	0.00	\$0.00	58.00	\$37,700.00
12	3/4" to 1" Type K Copper	180	LFT	\$40.00	0.00	\$0.00	180.75	\$7,230.00
13	Remove Existing Fire Hydrant	4	EACH	\$350.00	3.00	\$1,050.00	4.00	\$1,400.00
14	Remove Existing Gate Valve and Well	3	EACH	\$350.00	2.00	\$700.00	3.00	\$1,050.00
15	Abandon Existing Water Kenosha and Gardner Ave.	1	LSUM	\$2,000.00	0.00	\$0.00	0.00	\$0.00
16	Conc. Pavt W/integral curb and gutter, Non-Reinf. 8", Modified SP	185	SYD	\$85.00	196.68	\$16,717.80	196.68	\$16,717.80
17	Sidewalk Conc. Non-Reinf. 6" Conc. Sidewalk/Drive App., Mod. SP	5,850	SFT	\$6.00	5,601.92	\$33,611.52	5,601.92	\$33,611.52
18	Sidewalk Conc. Non-Reinf. 4" Conc. Sidewalk/Driveway, Mod. SP	9,250	SFT	\$4.00	10,167.98	\$40,671.92	10,167.98	\$40,671.92
19	Aggregate Base Under Concrete (6" 21AA Crush Limestone)	165	SYD	\$10.00	96.45	\$964.50	96.45	\$964.50
20	Cast In Place Detectable/ Tactile Warning Surface.	100	SFT	\$25.00	90.00	\$2,250.00	90.00	\$2,250.00
21	Underdrain Subgrade, Open Graded 6", Modified SP	40	LFT	\$15.00	0.00	\$0.00	8.00	\$120.00
22	Class A Sodding, Modified SP	2,500	SYD	\$6.00	0.00	\$0.00	0.00	\$0.00
23	Adjusting Drainage Structure Cover, Case 1, Modified SP	1	EACH	\$500.00	3.00	\$1,500.00	4.00	\$2,000.00
24	Drainage Structure Cover	1,520	LBS	\$1.50	0.00	\$0.00	1,520.00	\$2,280.00
25	Sewer Remove under 24"	55	LFT	\$10.00	0.00	\$0.00	41.50	\$415.00
26	Sewer pipe 10" Schedule 40 PVC pipe Trench Del. B (6'-8' Depth)	15	LFT	\$600.00	0.00	\$0.00	16.50	\$9,900.00
27	Sewer pipe 15" Sched. 40 PVC pipe Trench Del. B (12'-18' Depth)	25	LFT	\$900.00	0.00	\$0.00	11.00	\$9,900.00
28	Sewer pipe 8" Sched. 40 PVC pipe Trench Del B (10'-12' Depth)	10	LFT	\$800.00	0.00	\$0.00	14.00	\$11,200.00
29	Sewer pipe 6" Sched. 40 PVC pipe Trench Del. B (10'-12' Depth)	5	LFT	\$800.00	0.00	\$0.00	1.00	\$800.00
30	Reinstall 6' Sewer Lateral	1	EACH	\$750.00	0.00	\$0.00	1.00	\$750.00
31	Salvage Sign	6	EACH	\$50.00	0.00	\$0.00	6.00	\$300.00
32	Erosion Control Inlet Filter, Fabric Drop, Modified SP	17	EACH	\$75.00	0.00	\$0.00	17.00	\$1,275.00

33	Maintenance Gravel, Modified SP	500	TON	\$20.00	0.00	\$0.00	175.53	\$3,510.60
34	Crossing Existing Water Main, Sewers	10	EACH	\$50.00	0.00	\$0.00	2.00	\$100.00
35	Unidentified Irrigation System Repairs - Sprinkler Lines	150	LFT	\$5.00	0.00	\$0.00	0.00	\$0.00
36	Unidentified Irrigation System Repairs - Sprinkler Heads	25	EACH	\$20.00	0.00	\$0.00	0.00	\$0.00
37	Project Cleanup	1	LSUM	\$5,000.00	0.00	\$0.00	0.00	\$0.00
38	Inspection Crew Days, Modified SP	\$320	DAY	60.00	17.00	\$0.00	50.50	\$0.00
							\$122,947.04	\$478,190.84

Original Contract Amount: \$534,592.00
Proposed Change order #1: \$12,955.62
New contract Amount: \$547,547.62

Earnings This Period: \$122,947.04
Total Earnings to Date: \$478,190.84
Less Retainage: \$26,729.60
Net Earned: \$451,461.24
Deductions: \$0.00
Balance: \$451,461.24
Payments to Date: \$328,514.19

Amount Due: \$122,947.05

Accepted By:


Macomb Pipeline and Utilities Company

Date: 8-13-19


Joseph Jenkins, Assistant City Engineer
City of Oak Park, Michigan

Date: 8/12/2019



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 19, 2019

AGENDA #

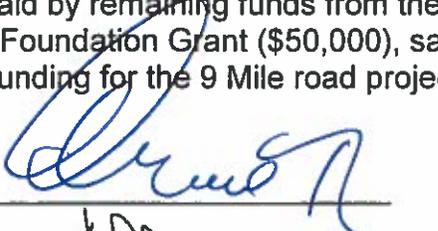
SUBJECT: Request for protective poured in place rubber play surface installation for the DNA structure at the Seneca Pocket Park.

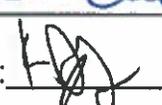
DEPARTMENT: Recreation/DPW - KJY

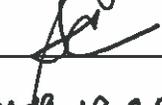
SUMMARY: Plans have been approved for a new playground structure at the Seneca Pocket Park. This play structure, the DNA Tower by Berliner, fits into the allowable space at the Seneca Pocket Park. The current plan calls for playground wood mulch to be installed below this structure. We are requesting to have a poured in place rubberized surface installed instead for a long lasting and maintenance free area. There is currently \$11,619 in grant funding remaining from the Play Everywhere Grant (\$65,000) and the Community Foundation Grant (\$50,000) used to play for the play structure. There will also be a \$2,722.50 savings by not having the wood mulch installed. The remaining \$10,333.77 is available in the 9 Mile Road project budget. This play surface will be purchased under the NPPGov cooperative purchasing pre-bid contract.

FINANCIAL STATEMENT: This expenditure will be funded from a combination of remaining grant funding, savings from not installing wood mulch, and remaining funding for the 9 Mile Road project budget.

RECOMMENDED ACTION: It is recommended that the proposed poured in place rubber play surface be approved for the total amount of \$24,675.21. Funding for this project will be paid by remaining funds from the Play Everywhere Grant (\$65,000) and the Community Foundation Grant (\$50,000), savings from not installing wood mulch, and remaining funding for the 9 Mile road project budget.

APPROVALS:
City Manager: 

Department Director: 

Finance Director: 

Budgeted FY 18-19, 19-20 Legal: N/A

EXHIBITS: Project proposal



5828 Zarley Street, suite B
 New Albany, OH 43054
 614-855-3790
 midstatesrecreation.com

QUOTATION

Sold To	Account Payable City of Oak Park 10600 Capital Avenue Oak Park, MI, 48237 United States	Ship To	
----------------	--	----------------	--

Date	Quote #	Terms	Rep	Project	Ship Contact
2019-07-16	QTN-02901			2019 07 Seneca Pocket Park Poured In Place Rubber - Mi City Of Oak Park	

Item Code	Description	Qty	Rate	Amount
Poured In Place	Poured In Place Rubber: Provide PIP for 10' critical fall height 1/2" color cap 50%black 50% color for a 49'x25' area. Area bordered by concrete on all sides. Provide fine grading of stone base disturbed from installation. Provide security for PIP upon completion during cure time.	1.0 Each	\$ 25,974.00	\$ 25,974.00
NPP Customer Discount - Member ID #	NPP Customer Discount - Member ID #M-5700953	1.0 Unit	\$ -1,298.73	\$ -1,298.73
			Subtotal	\$ 24,675.27
			Total	\$ 24,675.27



CITY OF OAK PARK

Saundra Crawford, Director
Department of Finance

15D

Council members
Carolyn Burns
Ken Rich
Regina Weiss
City Manager
Erik Tungate

MEMORANDUM

Date: August 9, 2019

To: Erik Tungate, City Manager

From: Saundra Crawford, Finance Director
Carl Johnson, Financial Assistant

Re: Fourth Quarter FY 2018-19 Investment Report

The State of Michigan Public Act 213 of 2007 requires the City's investment officer to provide a written report quarterly to the governing body concerning the investment of all funds of the City that fall under Public Act 20. Public Act 20 governs how non-pension and non-OPEB funds can be invested. The attached report details the cash and investments (citywide for all funds) held by the City at June 30, 2019. The report includes a description of each investment by type, market and book values, current and yield to maturity interest rates and the number of days to maturity.

The fourth quarter investment report shows total citywide cash and investments of \$20,237,434 (market value) including cash in the operating account of \$2,185,174 (excluding outstanding checks and other adjustments), short-term investments in the Oakland County Investment Pool of \$7,902,183, money market of \$3,896, commercial paper of \$1,299,069 and long-term investments total \$8,847,112. The City has maximized investment return on short-term cash by utilizing the Oakland County Investment Pool and minimizing the amount maintained in the checking and daily depository accounts. Investment income for the months of April through June 2019 totaled \$158,729, bringing the citywide total for FY 2018-19 to \$625,792.

City of Oak Park
Summary of Cash and Investments Held
June 30, 2019

	<u>Maturity Date</u>	<u>Market Value</u>	<u>Book Value</u>	<u>% of Portfolio</u>	<u>Current Interest Rate</u>	<u>YTM @ Cost</u>	<u>Days to Maturity</u>	<u>Investment Broker</u>
Cash								
Huntington Bank - Collection		\$ 2,185,174	\$ 2,185,174	10.78%	0.8000%	0.8000%	1	Huntington
Huntington Bank - Accounts Payable		-	-	0.00%	0.8000%	0.8000%	1	Huntington
Huntington Bank - Payroll		-	-	0.00%	0.8000%	0.8000%	1	Huntington
Money Market								
Fifth Third - Money Market		3,896	3,896	0.02%	2.1200%	2.1200%	1	Fifth Third
Government Securities								
Fedl Farm Credit Bank	10/25/2021	248,350	249,062	1.23%	1.5200%	1.5200%	847	Fifth Third
Fedl Home Loan Mtg Corp	11/24/2021	230,882	231,063	1.14%	1.6500%	1.6500%	877	Fifth Third
Fedl Farm Credit Bank Retail Bond	8/15/2022	250,000	249,100	1.23%	1.8500%	1.8500%	1141	Fifth Third
Fedl Home Loan Bank	9/22/2022	260,003	259,688	1.28%	1.7500%	1.7500%	1179	Fifth Third
Fedl Home Loan Mtg Corp	12/29/2022	140,126	140,000	0.69%	2.2500%	2.2500%	1277	Fifth Third
Fedl Home Loan Mtg Corp	1/30/2023	250,123	249,875	1.23%	2.2500%	2.2500%	1309	Fifth Third
Fedl Farm Credit Bank	6/21/2023	250,003	250,000	1.23%	2.0000%	2.0000%	1451	Fifth Third
Municipal Bonds								
Holland Michigan GO Taxable	8/1/2019	174,869	175,000	0.86%	1.8600%	1.8600%	32	Fifth Third
Lake Orion Mich Comm Sch Dist	5/1/2020	249,458	250,748	1.24%	2.1120%	2.1120%	305	Comerica
Reeths-Puffer Mich Schs	5/1/2020	290,215	290,546	1.43%	2.2480%	2.2480%	305	Comerica
Williamston Mich Comm Schools	5/1/2020	999,250	1,003,603	4.95%	2.6670%	2.6670%	305	Comerica
Ypsilanti School District	5/1/2020	498,785	500,000	2.47%	2.0300%	2.0300%	305	Fifth Third
Holland Michigan GO Taxable	8/1/2020	174,284	175,000	0.86%	2.1500%	2.1500%	397	Fifth Third
Paw Paw Public Schools	11/1/2020	110,502	112,054	0.55%	2.5000%	2.5000%	489	Fifth Third
Reeths-Puffer Mich Schs	5/1/2021	252,375	251,182	1.24%	2.5740%	2.5740%	670	Comerica
Reeths-Puffer Mich Schs	5/1/2021	252,375	251,182	1.24%	2.5740%	2.5740%	670	Comerica
Whitmore Lake Mich Pub Sch Dist	5/1/2021	503,710	503,472	2.48%	2.7490%	2.7490%	670	Comerica
Ypsilanti School District	5/1/2021	444,582	445,000	2.19%	2.1800%	2.1800%	670	Fifth Third
Kalkaska Mich Sch Bldg	5/1/2023	417,576	451,808	2.23%	6.1000%	6.1000%	1400	Fifth Third
South Lyon Mich Comm Schools	5/1/2023	51,482	50,783	0.25%	2.8900%	2.8900%	1400	Comerica
Certificate of Deposits								
TCF Bank	10/24/2019	1,000,000	1,000,000	4.93%	2.8800%	2.8800%	207	TCF Bank
American Express Centr	11/12/2019	499,650	500,000	2.47%	2.0000%	2.0000%	135	Huntington
Morgan Stanley Bank NA	1/21/2020	100,038	100,000	0.49%	2.2000%	2.2000%	205	Fifth Third
Ally Bank	2/10/2020	200,124	200,000	0.99%	2.2500%	2.2500%	225	Fifth Third
American Express Centr	11/12/2020	499,710	500,000	2.47%	2.2500%	2.2500%	500	Huntington
Wells Fargo Bank NA	7/28/2022	149,973	150,000	0.74%	2.3000%	2.3000%	1123	Fifth Third
JPMorgan Chase Bank NA	9/15/2022	248,753	250,000	1.23%	1.7500%	1.7500%	1172	Fifth Third
Wells Fargo Bank NA	1/19/2023	99,918	100,000	0.49%	2.2500%	2.2500%	1298	Fifth Third
Commercial Paper								
Enel Finance America	7/8/2019	999,300	997,738	4.92%	2.5500%	2.5500%	8	Huntington
Walgreens Boots	7/9/2019	299,769	295,589	1.46%	3.0700%	3.0700%	9	Huntington
Investment Pool								
Oakland County Investment Pool		<u>7,902,183</u>	<u>7,902,183</u>	<u>38.98%</u>	2.0704%	2.0704%	1	Oakland County
Total		<u>\$ 20,237,434</u>	<u>\$ 20,273,746</u>	<u>100.00%</u>				

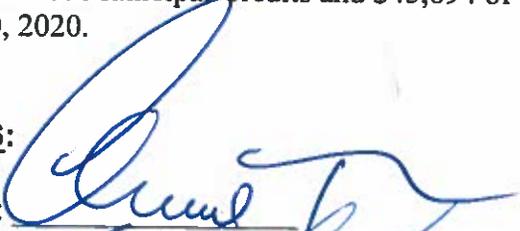
**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** August 19, 2019**AGENDA #**

SUBJECT: SMART (Suburban Mobility Authority for Regional Transportation)
Municipal Credit and Community Credit Contract for Fiscal Year July 1, 2019 – June 30, 2020.

DEPARTMENT: Recreation

SUMMARY: Oak Park Recreation Department is seeking authorization to renew their Municipal Credits and Community Credits Contract with SMART. This allows the Recreation Department to operate/administer a senior transportation program. SMART intends to provide Oak Park \$28,842 of Municipal Credits and \$45,694 of Community Credits for fiscal year July 1, 2019 – June 30, 2020.

RECOMMENDED ACTION: Authorize the Oak Park Recreation Department to renew their Municipal Credits and Community Credits Contract with SMART. By doing so, Oak Park agrees to operate/administer a senior transportation program, and SMART intends to provide Oak Park \$28,842 of Municipal Credits and \$45,694 of Community Credits for fiscal year July 1, 2019 – June 30, 2020.

APPROVALS:City Manager: Director: Finance Director: **EXHIBITS:** Contract

MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT FOR FY2020

I, **Erik Tungate**, as the **City Manager** of the **City of Oak Park** (hereinafter, the "Community") hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of **Municipal Credits** available for the period **July 1, 2019 through June 30, 2020** (Section 1 below), and **Community Credits** available for the period **July 1, 2019 to June 30, 2020** (Section 2 below); and further agree that the **Municipal and Community Credits Master Agreement** between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in **Exhibit A**, and the operating budget for that service is set forth in **Exhibit B**, both of which are attached hereto and incorporated herein.

1. The Community agrees to use **\$28,842.00** in **Municipal Credit** funds as follows:

- | | |
|--|-------------------------------------|
| (a) Transfer to _____
<small>TRANSFeree COMMUNITY</small> | Funding of: \$ _____ |
| (b) Van/Bus Operations
(Including Charter and Taxi services) | At the cost of: \$ <u>28,842.00</u> |
| (c) Services Purchased from SMART
(Including Tickets, Shuttle Services/Dial-a-Ride) | At the cost of: \$ _____ |
| (d) Services Purchased from Subcontractor | At the cost of: \$ _____ |

(NAME OF SUBCONTRACTOR)
(See attached Subcontractor Service Agreement)

Total \$28,842.00

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on the State's approved budget. In the event that revenue actually received is insufficient to support the Legislature's appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature to SMART. All Municipal Credit funding must be spent by **June 30, 2021**; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

2. The Community agrees to use **\$45,694.00** in **Community Credit** funds available as follows:

- | | |
|--|-------------------------------------|
| (a) Transfer to _____
<small>TRANSFeree COMMUNITY</small> | Funding of: \$ _____ |
| (b) Van/Bus Operations
(Including Charter and Taxi services) | At the cost of: \$ <u>45,694.00</u> |
| (c) Services Purchased from SMART
(Including Tickets, Shuttle Services/Dial-a-Ride) | At the cost of: \$ _____ |
| (d) Capital Purchases | At the cost of: \$ _____ |
| (e) Services Purchased from Subcontractor | At the cost of: \$ _____ |

(NAME OF SUBCONTRACTOR)
(See attached Subcontractor Service Agreement)

Total \$45,694.00

To the extent that this Contract calls for a payment of funds directly from SMART to a subcontractor, Community hereby acknowledges that it is the party entitled to receive such funds and is affirmatively authorizing and directing SMART to pay such funds directly to the subcontractor on its behalf. Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in **FY2019**, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by **June 30, 2021**; any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.

This agreement shall be binding once signed by both parties.

THE CITY OF OAK PARK

By: _____

Date _____

Its: _____

**SUBURBAN MOBILITY AUTHORITY FOR
REGIONAL TRANSPORTATION**

Date _____

By: _____

John C. Hertel
General Manager

EXHIBIT A

OAK PARK PROJECT DESCRIPTION

Overall Project Description (Provide a descriptive narrative):

A large portion of the Oak Park Transportation service focuses on providing transportation for senior and disabled residents to medical and other appointments. In addition, senior trips planned to specific events that occur within the tri-county area are provided as well as other special event requests that are dealt with on an individual basis.

Service Area (Provide geographic boundaries):

Most trips are provided within the Oak Park boundaries or 10 miles from the pickup location however special transportation requests for outside these boundaries are considered individually.

Service Times (Provide days and hours of service):

Monday – Friday 8 am – 3 pm. When needed senior trips on Fridays, evenings and the weekends.

Eligible User Groups (Users eligible to use the service):

Residents of Oak Park who are 50 years or older or those with disabilities.

Fare Structure: (Cost to use service)

Medical transportation: \$4 round trip

Errand transportation: \$2 round trip; with \$1 for each additional stop

Community Center transportation: \$1

Service Mode (Describe the amount and type of vehicles available, and whether they are wheelchair lift-equipped):

Two (2) 23' Champion buses with wheelchair lifts. Special events may require a larger chartered bus to be used.

EXHIBIT B

PROJECT OPERATING BUDGET

Municipality: **Oak Park**

Contract Period: July 1, 2019 through June 30, 2020

Account Number: 48234

OPERATING EXPENSES:

Administrative Fee: <i>(All employees other than drivers and dispatchers)</i> (10% max. of MC & CC funds)	\$4,454.00
Driver Wages	\$24,054.00
Fringe Benefits	\$9,840.00
Gasoline & Lubricants	\$4,587.00
Vehicle Insurance	\$7,732.00
Parts, Maintenance Supplies	\$1,895.00
Mechanic Wages	\$400.00
Fringe Benefits	\$79.00
Dispatch Wages	\$22,930.00
Other (Specify) cellphones, uniforms, other overhead costs	\$1,600.00

Sub-Total (Operating Expenses)

\$77,571.00

PURCHASED SERVICE:

Taxi Service	
Charter Service	\$3,465.00
SMART Bus Tickets	
SMART Shuttle Service	
SMART Dial-A-Ride	
Other (Specify)	

Sub-Total (Purchased Service)

\$3,465.00

CAPITAL EQUIPMENT:

(Only list purchases to be made with Community Credits)

Computer Equipment	
Software	
Vehicle	
Maintenance Equipment	
Other (Specify)	

Sub-Total (Capital Equipment)

TOTAL EXPENSES:

**Operating Expenses, Purchased Service,
and Capital Equipment**

\$81,036.00

Oak Park EXHIBIT B, continued (Page 2)

REVENUES:

Municipal Credit Funds	\$28,842.00
Community Credit Funds (FY19)	\$45,694.00
Specialized Services Funds	
General Funds	
Farebox Revenue	\$6,500.00
In-Kind Service	
Special Fares (Contracted Service)	
Other (Specify)	

TOTAL REVENUE: **\$81,036.00**

(Note: TOTAL EXPENSES must equal TOTAL REVENUE)

SMART EEO COMPLIANCE REPORT A Form

COMMUNITY PARTNERSHIP FORM

Agency/Community Information		
Program Type: Community Partnership Program (CPP) <input checked="" type="checkbox"/> Specialized Service <input type="checkbox"/> New Freedom <input type="checkbox"/> JARC <input type="checkbox"/> 5310 <input type="checkbox"/>		
Name of Agency/Community: City of Oak Park		
Address: 14300 Oak Park Blvd.		
City: Oak Park	State: MI	Zip: 48237
Agency/Community Data		
1) Has your agency/community completed in excess of \$1,000,000 in DOT federally-funded contracts in the past year?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
2) Does your agency/community employ over fifty (50) transit related employees?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If the answers to the previous two questions were both "Yes", Please forward your agency's/community's Affirmative Action plan to the address below:		
SMART Buhl Building 535 Griswold Street, Suite 600 Detroit, MI 48226 Attn: EEO Coordinator		
Have all subcontractors been informed of their responsibility to file an EEO Compliance Report A form? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>		
Drug and Alcohol Testing Program Requirements		
Does your agency/community have a DOT Drug and Alcohol testing program for safety sensitive employees? (Vehicle operators, dispatchers, mechanics and armed security)		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Name of your Drug and Alcohol testing program manager: Vicky Brooks, Human Resources Director		
Phone Number: (248) 691-7403		
Email Address: vbrooks@oakparkmi.gov		
Please Proceed to Employment Data Section on the next page.		

SMART EEO COMPLIANCE REPORT A Form

COMMUNITY PARTNERSHIP FORM

Employment Data

Report all Transit related permanent, temporary, or part-time employees including apprentices and on-the-job trainees. Enter the appropriate figures in the boxes below relating to an employee's race and gender.

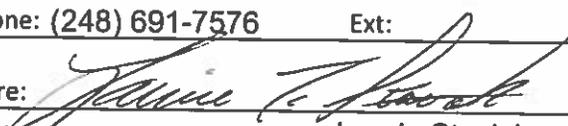
Job Classification	Total				Race														
					Non Minority		Minority												
	Employees	Male	Female	Minority	White		African American		Hispanic		Asian		Pacific Islander		American Indian		Multi Race		
					Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
Officials/Manager																			
Professionals	2	1	1			1	1												
Technicians																			
Sales Workers																			
Office and Clerical Staff	2	1	1	1		1	1												
Skilled Crafts																			
Operators																			
Laborers	2	2		1	1		1												
Service Workers																			
Journey Workers																			
Apprentices																			
Total	6																		

Certification

How was this information obtained? Visual Survey: Yes No Employment Records: Yes No

Name of authorizing official(Print): **Laurie Stasiak** Title: **Recreation Director**

Telephone: (248) 691-7576 Ext: _____ Email: **Istasiak@oakparkmi.gov**

Signature:  Date: **7/24/2019**

Name of person completing report: **Laurie Stasiak** Title: **Recreation Director**

Telephone: (248) 691-7576 Ext: _____ Email: **Istasiak@oakparkmi.gov**



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: August 19, 2019

AGENDA #

SUBJECT: Amend Payment In Lieu of Taxes (PILOT) year one Jefferson Oaks

DEPARTMENT: Economic Development & Communications

SUMMARY: The Community & Economic Development Department recommends to city council to amend the first year of the PILOT approved by City Council for Jefferson Oaks in January 2017.

When the PILOT was negotiated a minimum payment due was set of \$41,468 with the anticipation that the units would be fully occupied the first year of the PILOT. Due to delays in financing and construction the units were not completed in time to reach full capacity and realize the rents anticipated. Community Housing Network is asking City Council to consider a one time reduction in rent to \$18,373 due to these delays.

Service Fee/PILOT housing is an agreement between a municipality and a property owner (private or public) to pay a service fee instead of property taxes. Regardless of the amount of rent paid, the Income Tax Act provides that a renter living in Service Fee/PILOT housing must calculate the property tax credit using only 10% of rent paid.

FINANCIAL STATEMENT:

RECOMMENDED ACTION: City Council pass a resolution to amend the first year PILOT for Jefferson Oaks.

APPROVALS:

City Manager: *[Signature]*

Director: *[Signature]*

Finance Director: _____

EXHIBITS: Resolution

RESOLUTION TO AMEND JEFFERSON OAKS PILOT YEAR ONE

Minutes of a regular meeting of the city council of the city of Oak Park, held on Monday August 19, 2019 at city council chambers in Oak Park at 7 p.m..

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____, and supported by _____.

Resolution (resolution number) Amending Jefferson Oaks PILOT Year One in the City of Oak Park

WHEREAS, pursuant to PILOT Ordinance 0-17-633, the city of Oak Park approved a Payment in Lieu of Taxes for the Jefferson Oaks affordable housing project for a period of 18 years which establishes the taxes to be 10% of shelter rents or a minimum of \$41,468; and

WHEREAS, the city of Oak Park has received a written request by Community Housing Network to amend year one of the PILOT to reduce the amount of taxes owed to 10% of the shelter rents due to construction not being completed in year one; and

WHEREAS, the city council of the city of Oak Park determined that the request was justified to be reduced in Year one only due to construction delays; and

WHEREAS, the City Council has the authority to grant said request; and

WHEREAS, the reduced net shelter rents for year ending 2018 are \$18,37; and

NOW, THEREFORE, BE IT RESOLVED by the city council of the city of Oak Park that the Jefferson Oaks Housing Project situated in the city of Oak Park, Oakland County, and State of Michigan, is approving an amendment to reduce the first year shelter rents to \$18,373 for year ending 2018.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the city council of the city of Oak Park, County of Oakland, Michigan at a regular meeting held on August 19, 2019.

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

ORDINANCE NO.: O-15-617

TAX EXEMPTION ORDINANCE

JEFFERSON OAKS PILOT

ADOPTED:

An Ordinance to provide for a service charge in lieu of taxes for a housing project for low income persons and families to be financed with an Authority-aided Mortgage Loan or an advance or grant from the Authority pursuant to the provisions of the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401, *et seq*) (the "Act").

THE CITY OF OAK PARK ORDAINS:

SECTION 1. This Ordinance shall be known and cited as the City of Oak Park Tax Exemption Ordinance-Jefferson Oaks.

SECTION 2. Preamble.

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its low income persons and families and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the Act. The City is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses, not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for low income persons and families is a public necessity, and as the City will be benefited and improved by such housing, the encouragement of the same by providing real estate tax exemption for such housing is a valid public purpose. It is further acknowledged that the continuance of the provisions of this Ordinance for tax exemption and the service charge in lieu of all *ad valorem* taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of the housing projects that is constructed or rehabilitated with financing extended in reliance on such tax exemption.

The City acknowledges that the Sponsor (as defined below) has offered, subject to receipt of a Mortgage Loan from the Michigan State Housing Development Authority, to acquire and rehabilitate, own and operate a housing project identified as Jefferson Oaks on certain property located at 22001 Republic in the City to serve low income persons and families, and that the Sponsor has offered to pay the City on account of this housing project an annual service charge for public services in lieu of all *ad valorem* property taxes.

SECTION 3. Definitions.

- A. Authority means the Michigan State Housing Development Authority.
- B. Annual Shelter Rent means the total collections during an agreed annual period from or paid on behalf of all occupants of a housing project representing rent or occupancy charges, exclusive of Utilities.
- C. Low Income Persons and Families means persons and families eligible to move into a housing project.
- D. Mortgage Loan means a loan or grant made or to be made by the Authority to the Sponsor for the construction, rehabilitation, acquisition and/or permanent financing of the housing project, and secured by a mortgage on the housing project.
- E. Sponsor means Community Housing Network, Inc. ("CHN") and any entity that receives or assumes a Mortgage Loan.
- F. Utilities means charges for gas, electric, water, sanitary sewer and other utilities furnished to the occupants that are paid by the housing project.

SECTION 4. Class of Housing Projects.

It is determined that the class of housing projects to which the tax exemption shall apply and for which a service charge shall be paid in lieu of such taxes shall be housing projects for Low Income Persons and Families that are financed with a Mortgage Loan by the Authority. It is further determined that Jefferson Oaks is of this class.

SECTION 5. Establishment of Annual Service Charge.

The housing project identified as Jefferson Oaks and the property on which it will be located shall be exempt from all *ad valorem* property taxes from and after the commencement of construction or rehabilitation. The City acknowledges that the Sponsor and the Authority have established the economic feasibility of the housing project in reliance upon the enactment and continuing effect of this Ordinance, and the qualification of the housing project for exemption from all *ad valorem* property taxes and a payment in lieu of taxes as established in this Ordinance. Therefore, in consideration of the Sponsor's offer to rehabilitate, construct and operate the housing project, the City agrees to accept payment of an annual service charge for public services in lieu of all *ad valorem* property taxes. Subject to receipt of a Mortgage Loan, the annual service charge shall be equal to 10% of the Annual Shelter Rents actually collected by the housing project during each operating year, however it is expressly understood and agreed that in any event, the minimum annual service charge to be paid for Years 1 through 18 will be equal to the projections submitted by Sponsor in support of its request for the PILOT as approved by City Council on August 3, 2015.

SECTION 6. Contractual Effect of Ordinance.

Notwithstanding the provisions of section 15(a)(5) of the Act to the contrary, a contract between the City and the Sponsor with the Authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.

SECTION 7. Limitation on the Payment of Annual Service Charge.

Notwithstanding Section 5, the service charge to be paid each year in lieu of taxes for the part of the housing project that is tax exempt but which is occupied by other than low income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the housing project if the housing project were not tax exempt.

SECTION 8. Payment of Service Charge.

The annual service charge in lieu of taxes as determined under this Ordinance shall be payable in the same manner as general property taxes are payable to the City/Township and distributed to the several units levying the general property tax in the same proportion as prevailed with the general property tax in the previous calendar year. The annual payment for each operating year shall be paid on or before August 1 of the following year. Collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA 206, as amended; MCL 211.1, *et. seq.*).

SECTION 9. Duration.

This Ordinance shall remain in effect for a period of 18 years commencing from the date the Mortgage Loan is executed.

SECTION 10. Severability.

The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance, other than the section or provision so declared to be unconstitutional or invalid.

SECTION 11. Inconsistent Ordinances.

All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are repealed to the extent of such inconsistency or conflict.

SECTION 12. Effective Date.

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

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park, on this 3rd day of August, 2015.

I, T. Edwin Norris, duly authorized Clerk of the City of Oak Park, Michigan do hereby certify that the foregoing Ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on August 3, 2015.



T. Edwin Norris, City Clerk

First Reading:	July 20, 2015
Second Reading:	August 3, 2015
Adopted:	August 3, 2015
Published	August 26, 2015



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December 27, 2017

Ms. Saundra Crawford, Finance Director
City of Oak Park
14000 Oak Park Blvd.
Oak Park, MI 48237

RE: CHN Jefferson LDHA Limited Partnership ("Partnership")
Parcel No.: 52-25-33-107-003 ("Property")

Dear Ms. Crawford:

We are contacting you concerning the 2017 Summer Tax Statement and 2017 Winter Tax Statement and the taxes due (copies are attached as exhibits "A" and "B").

The Property is subject to a PILOT Ordinance, No: 0-17-633. We are questioning the issue of taxes levied against the Property. The project, upon completion, will owe a service charge in lieu of taxes equal to 10% of the Annual Shelter Rents collected by the Project. Annual Shelter Rents are defined in Sec 72-61(d) of the Ordinance and provides as follows:

"Annual Shelter Rents means the total actual collections during each calendar year from all occupants of a housing development representing rents or occupancy charges, which rental amount shall be exclusive of charges for gas, electricity, heat, or other utilities furnished to the occupants."

The Ordinance was adopted January 17, 2017, a copy of which is attached as Exhibit "C". The Partnership acquired the Property on March 21, 2017. A copy of the Warranty Deed is attached as Exhibit "D". Prior to its acquisition the property records reflected that the Property was tax exempt.

The PILOT became effective with the date of commencement of construction or rehabilitation of the Property. A building permit was issued by the City on June 12, 2017 and construction began within a day or two after issuance of the building permit. A copy of the building permit is attached as Exhibit "E".





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According to the tax statements, the Fiscal year for the City and School District is from July 1, 2017 to June 30, 2018. Since the PILOT adopted in January 17, 2017 and commencement of construction was on or about June, 13, 2017, hence our question as to why the Property was subject to these tax statements for City and School operating taxes and why the City records reflect this.

A summary of the sequence of events as described above was as follows:

August 3, 2015 – PILOT Ordinance 0-15-617 adopted;

October 24, 2016 – CHN acquired the Property from Ferndale Public Schools;

January 17, 2017 – PILOT Ordinance 0-17-633 adopted;

March 21, 2017 – Partnership acquired Property from CHN;

June 12, 2017 – Building Permit issued;

June 13/14, 2017 – construction on the Property commenced.

We appreciate you reviewing this, we thank you for your time and we look forward to your resolution of this matter.

Sincerely,

Kirsten Elliot
Vice President of Development

cc: Thomas L. Lapka, Esquire
Al Martin
Kimberly Marrone



Jefferson Oaks
CHN Jefferson LDHA LP
60 Multifamily Units

PILOT Projections August 3, 2015

	Year	Projected Increase %	Minimum PILOT Amount
PILOT Starts			
Year 1	12/31/2018	n/a	41,468
Year 2	12/31/2019	1.00%	41,883
Year 3	12/30/2020	1.00%	42,302
Year 4	12/31/2021	1.00%	42,725
Year 5	12/31/2022	1.00%	43,152
Year 6	12/31/2023	1.00%	43,583
Year 7	12/30/2024	2.00%	44,455
Year 8	12/31/2025	2.00%	45,344
Year 9	12/31/2026	2.00%	46,251
Year 10	12/31/2027	2.00%	47,176
Year 11	12/30/2028	2.00%	48,119
Year 12	12/31/2029	2.00%	49,082
Year 13	12/31/2030	2.00%	50,063
Year 14	12/31/2031	2.00%	51,065
Year 15	12/30/2032	2.00%	52,086
Year 16	12/31/2033	2.00%	53,128
Year 17	12/31/2034	2.00%	54,190
Year 18	12/31/2035	2.00%	55,274

First Year Minimum PILOT Calculation

Month	Units		%	Planned	
	Approved	Total		PILOT	PILOT S
Jan	0	0	0.00%	3,455.67	-
Feb	0	0	0.00%	3,455.67	-
Mar	0	0	0.00%	3,455.67	-
Apr	0	0	0.00%	3,455.67	-
May	23	23	38.33%	3,455.67	1,325
Jun	0	23	38.33%	3,455.67	1,325
July	0	23	38.33%	3,455.67	1,325
Aug	0	23	38.33%	3,455.67	1,325
Sept	24	47	78.33%	3,455.67	2,707
Oct	13	60	100.00%	3,455.67	3,456
Nov	0	60	100.00%	3,455.67	3,456
Dec	0	60	100.00%	3,455.67	3,456
	60				18,373

Gross Rent Potential	177,441.00
Less Vacancy	(9,684.00)
Plus Other resident charges	7,747.00
Less Utilities	(54,376.00)
Net Collected Rents	121,128.00
PILOT %	10%
Calculated PILOT	12,113
Minimum PILOT	18,373
Amount Paid	18,373

