

**MINUTES OF THE
REGULAR MEETING OF THE HIGHLAND PARK CITY COUNCIL**

OCTOBER 5, 2015

Council convened at 7:05 p.m. with Council President Christopher Woodard presiding.

**Present: Council Pro Tem Lewis, Councilmember Moore, Councilmember Patrick,
Councilmember McClary and Council President Woodard (5)**

Absent: None (0).

A quorum being present, Council was declared in session.

APPROVAL OF AGENDA:

**Moved by Councilmember Patrick
Supported by Council Pro Tem Lewis**

To approve the agenda with the following changes.

**1. Per Legal remove agenda item IX. A Request approval a resolution to implement
Greening of Detroit Tree Planting program.**

- **Councilmember Moore stepped out of the meeting.**

**2. Per DPW Director Surles to add a resolution for approval for 2015 Road
Resurfacing Program.**

Yeas (3), Nays (1) Councilmember McClary, Absent (1) Councilmember Moore.

APPROVAL OF MINUTES:

**Moved by Council Pro Tem Lewis
Supported by Councilmember McClary**

To approve the minutes of the Special September 16, 2015 meeting. Yeas (4), Nays (0), Absent (1) Councilmember Moore.

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**Moved by Councilmember McClary
Supported by Council Pro Tem Lewis**

To approve the minutes of the Regular September 21, 2015 meeting. Yeas (4), Nays (0), Absent (1), Councilmember Moore.

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**Moved by Councilmember McClary
Supported by Council Pro Tem Lewis**

To approve the minutes of the Special September 28, 2015 meeting. Yeas (4), Nays (0), Absent (1) Councilmember Moore.

- **Councilmember Moore was absent for the vote to approve minutes she returned to her chair at the beginning of citizens participation.**

30th DISTRICT COURT:

The following communication was received from Judge Brigitte Officer-Hill.

Please add me to the agenda for the City Council Meeting on October 5th to request the council grant permission for the 30th District Court Clerk's office to expand our workable space, to include the use of the area previously occupied by the water department.

Judge Officer explained why the additional space was needed and the expansion plan, councilmembers asked questions. Judge Officer informed council as soon as the expansion plans are on paper she would come back to council for formal approval.

ADMINISTRATION:

The following resolution was submitted for approval.

**RESOLUTION ACCEPTING DONATION FROM THE CITY OF DETROIT'S
GENERAL SERVICES DEPARTMENT TO PAINT THE HIGHLAND PARK WATER
TOWER**

WHEREAS, the City of Detroit, through its General Services Department desires to remove the graffiti from the Highland Park Water Tower; and

WHEREAS, as a part of the City of Detroit's Graffiti Removal Program, one of Mayor Duggan's initiatives is to aggressively address blight within the City of Detroit; and

WHEREAS, the City of Highland Park would greatly benefit from this donation in that it is for the good of the public; and now therefore

BE IT RESOLVED, that the Highland Park City Council hereby accepts the donation from the City of Detroit, through its General Services Department, to remove the graffiti from the Highland Park Water Tower.

Moved by Councilmember McClary

Councilmember Moore supported the resolution with the understanding that a liability release be sent from the City of Detroit releasing Highland Park from any liabilities. Yeas (4), Nays (1) Councilmember Patrick, Absent (0).

The following resolution was submitted for approval.

BE IT RESOLVED that the Highland Park City Council hereby confirms the appointment of Mr. Musanna Evans to the Highland Park Police and Fire Commission.

Moved by Councilmember McClary

Supported by Councilmember Moore

Councilmember Moore ask for a resume or if Mr. Evans was present. There was no response. Councilmember Moore withdrew her support.

Moved by Councilmember Mc Clary

MOTION FAILED DUE TO A LACK OF SUPPORT

COMMUNITY DEVELOPMENT:

The following resolution was submitted for approval.

**RESOLUTION TO APPROVE PURCHASE OF RESIDENTIAL VACANT LOT
LOCATED AT 32 AVALON**

WHEREAS, the properties located various addresses and are owned by the City of Highland Park; and

WHEREAS, the City of Highland Park passed the ordinance allowing for commercial and residential lot sales; and

WHEREAS, the proposed purchaser, Shamayim Harris, meets the criteria approved by the City Council for the lot sale program; and

WHEREAS, Ms. Harris agrees to comply with the provisions of the program and the city ordinance regarding such purchase; and

NOW HEREBY BE IT RESOLVED, that the Highland Park City Council approve the sale of the vacant lot located at 32 Avalon, Highland Park MI at the cost of \$1250.00 to Shamayim Harris. Yeas (5), Nays (0), Absent (0).

The following resolution was submitted for approval.

**RESOLUTION TO APPROVE PURCHASE OF RESIDENTIAL VACANT LOT
LOCATED AT 305 LOUISE**

WHEREAS, the properties located various addresses and are owned by the City of Highland Park; and

WHEREAS, the City of Highland Park passed the ordinance allowing for commercial and residential lot sales; and

WHEREAS, the proposed purchasers, Shirley Davis and Aaron Davis, meets the criteria approved by the City Council for the lot sale program; and

WHEREAS, Shirley Davis and Aaron Davis agree to comply with the provisions of the program and the city ordinance regarding such purchase; and

NOW HEREBY BE IT RESOLVED that the Highland Park City Council approve the sale of the vacant lot located at 305 Louise, Highland Park, MI at the cost of \$250.00 to Shirley Davis and Aaron Davis.

Moved by Council Pro Tem Lewis
Supported by Councilmember Moore

To table this request until the vacant lot policy is reviewed. Yeas (4), Nays (1)
Councilmember McClary, Absent (0).

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The following resolution was submitted for approval.

**RESOLUTION TO AUTHORIZE CED DEPARTMENT TO PREPARE BID
SPECIFICATIONS AND TO SEEK BIDS FOR BLIGHT ELIMINATION AND
NEIGHBORHOOD CLEANUP**

WHEREAS, the CED Director seeks authority to prepare bid specifications and obtain sealed bids for the repair of sidewalks, removal of debris, removal of brush and volunteer trees, the demolition of partial structures and basements, and the cleanup and reseeded of vacant lots;

WHEREAS, the funding source for the successful bid awarded will be HUD Economic Development Initiative (EDI) Grant No. B-09-SP-MI-0125 Funds;

WHEREAS, the CED Staff will seek competitive bids from qualified, licensed vendors/contractors for the vacant, dilapidated and dangerous structures in accordance with applicable laws and regulations;

WHEREAS, CED Director and Staff will include bid due date, bid opening date, and bid award dates in the solicitation for bids; and

WHEREAS, CED Director and Staff will make recommendations for lowest, responsive, and responsible bidder (s), and to bring bids to City Council for approval or rejection at their discretion; and

WHEREAS, the CED Department request that City Council evaluate the bids received in terms of cost, qualifications, and responsiveness and award the bid to the lowest, responsive and responsible bidder, and

WHEREAS, City Council has the authority and discretion to reject or accept any and all bids or to reissue the bid;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Highland Park that;

**The City Council authorizes the CED Department to prepare bid specifications and to obtain competitive bids for the neighborhood cleanup in accordance with paragraph one (1) above in the Northpointe Area in accordance with the requirements set forth herein.
Moved by Councilmember McClary
Supported by Council Pro Tem Lewis**

To approve the above resolution. Yeas (3) Nays (2) Councilmember Moore and Council President Woodard, Absent (0).

The following resolution was submitted for approval.

RESOLUTION TO AUTHORIZE CED DEPARTMENT TO PREPARE REQUEST FOR PROPOSALS/QUALIFICATIONS AND TO SEEK COMPETITIVE PROPOSALS FOR ACT 54 BUILDING OFFICIAL SERVICES

WHEREAS, the CED Director seeks authority to prepare a Request for Proposals/Qualifications to perform ACT 54 Building Official services through a sealed bid process;

WHEREAS, the funding source for the successful Proposal awarded will be CDBG Funds;

WHEREAS, the CED Staff will seek competitive proposals from qualified, licensed vendors/contractors to provide Act 54 Building Official services and other related services contingent upon revenues they can generate through regulatory compliance and enforcement efforts; and

WHEREAS, CED Director and Staff will include proposal due date, opening date, and award dates in the solicitation for proposals/qualifications; and

WHEREAS, CED Director and Staff will make recommendations for lowest, responsive, and responsible Proposer; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Highland Park that;

The City Council authorizes the CED Department to prepare a Request for Proposals/Qualifications and to obtain competitive proposals to provide Act 54 Building Official services and related regulatory and compliance duties and services.

**Moved by Councilmember McClary
Supported by Councilmember Moore**

To approve the above resolution. Yeas (5), Nays (0), Absent (0).

The following resolution was submitted for approval.

RESOLUTION TO AUTHORIZE BID AWARD AND CONTRACT EXECUTION TO AFFORDABLE ABATEMENT AND INSPECTION, LLC TO INSPECT AND PREPARE ASBESTOS REPORTS

The following resolution was submitted for approval.

Resolution authorizing the award of the bid for the inspection of asbestos and preparation of a report at the following addresses together with execution of contract to Affordable Abatement and Inspections, LLC, 19132 Schaefer Highway, Detroit, MI 48235

200 Candler, 144 Church, 115 Ferris, 158 Ferris and 160 Ferris

WHEREAS, the CED Staff published the opportunity to bid on asbestos inspections in a paper of record, seeking competitive bids from qualified, licensed vendors/contractors in accordance with applicable laws and regulations;

WHEREAS, Affordable Abatement and Inspection, LLC submitted a bid proposal in the amount of \$600.00 per unit together with 5% bid bond that was opened on September 21, 2015 at the regular meeting of City Council;

WHEREAS, the CED Department evaluated the bids received in terms of cost, qualifications and responsiveness;

WHEREAS, the funding source for the successful bid awarded will be HUD EDI Grant CDBG Funds;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Highland Park that;

The City Council authorizes award of the bid to Affordable Abatement and Inspection, LLC and for the Mayor and City Clerk to execute a contract with to Affordable Abatement and Inspection, LLC to inspect homes and prepare survey reports for the above-referenced homes.

**Moved by Councilmember McClary
Supported by Council Pro Tem Lewis**

To approve the above resolution. Yeas (5), Nays (0), Absent (0).

POLICE DEPARTMENT:

The following request was submitted for approval.

HPPD is seeking your approval to purchase one prisoner transit van.

In order to comply with MIOSHA and other employer safety requirements, it is necessary for the city to have safe working police vehicles. This is also necessary to ensure the safety of the prisoners transported by HPPD as we have a special duty to protect those who are in our custody.

To that end, the police department proposes the purchase of a 2016 Ford Transit 250 Van.

The City is currently responsible for transporting prisoners to and from Wayne County jail and to and from the 30th District Court. Additionally, the City needs a larger vehicle to accommodate a single transport of a large number of arrestees. The HPPD has had to make do with substandard equipment while achieving these tasks which continue to be a threat to officers and prisoners safety.

The most timely and feasible option is for the department to purchase a new fully equipped transit van. The purchase requires a four thousands dollar (\$4,000) down payment with monthly installments of seven hundred eighty-eight dollars and fifty-five cents (\$788.55) to be paid from the Forfeiture Funds.

**Moved by Councilmember McClary
Supported by Councilmember Patrick**

**To approve the HPPD request for the purchase of a prisoner's transport van.
Yeas (5), Nays (0), Absent (0).**

The following resolution was submitted for approval.

BE IT RESOLVED that the Highland Park City Council authorizes the disbursement of the 2000 Crown Victoria and the 2006 Jeep Commander Highland Park Police Department vehicles.

**Moved by Councilmember McClary
Supported by Council Pro Tem Lewis**

To approve the above resolution. Yeas (5), Nays (0), Absent (0).

DEPARTMENT OF PUBLIC WORKS:

The following resolution was submitted approval.

RESOLUTION TO SALE DEPARTMENT OF PUBLIC WORK'S SURPLUS EQUIPMENT

BE IT RESOLVED, that the Highland Park City Council hereby approves of the sale of Department of Public Work's surplus equipment. The items to be sold include (1) 1997 GMC Sierra 1500 pick-up truck, (1) International 510B Payloader, (1) 1998 Ford F-350 Dually, (1) Ford New Hollannnd 55C Backhoe, (1) 10ftx6.5ft steel trailer, (1) Ransomes Bob-Cat riding mower, (2) power washers, (1) 202 Ford E150 Van, (2) Scag Walk behind mowers, (1) Ford 3910 Tractor, (1) Scag Zero-Turn mower, (1) 1995 Ford E150 Van.

Moved by Councilmember McClary
Supported by Council Pro Tem Lewis

To approve the above resolution. Yeas (5), Nays (0), Absent (0).

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The following resolution was submitted for approval.

RESOLUTION FOR LAW LIBRARY REMEDIATION

BE IT RESOLVED, that the Highland Park City Council hereby approves of the proposal submitted by Jarvis Property Restoration for \$4,189.30 for mold remediation in the Law Library at City Hall.

Moved by Council Pro Tem Lewis
Supported by Councilmember Patrick

To table the above resolution. Yeas (5), Nays (0), Absent (0).

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The following resolution was submitted for approval.

RESOLUTION AUTHORIZING PROPOSAL FROM METRO CONSULTING ASSOCIATES TO INVESTIGATE THE STORM WATER RUNOFF VOLUME GENERATED FROM PARCELS WITHIN THE CITY OF HIGHLAND PARK

BE IT RESOLVED, that the Highland Park City Council hereby approves the proposal from Metro Consulting Associates to provide services involving the investigation of storm water runoff volume generated from parcels within the City of Highland Park for an amount not to exceed \$27,140.00 Yeas (5), Nays (0), Absent (0).

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The following resolution was submitted for approval.

RESOLUTION FOR 2015 ROAD RESURFACING PROGRAM

BE IT RESOLVED, that the Highland Park City Council hereby approves of the proposal submitted by Al's Asphalt Paving Co. for \$326,736.90 for roadway milling & resurfacing at the following locations:

**Ford Street (Woodward Avenue to Second Avenue) for \$58,035.00
Highland Street (Woodward Avenue to Second Avenue) for \$58,402.50
Geneva Street (Second Avenue to Hamilton Avenue) for \$73,443.95
West Buena Vista Street (Woodward Avenue to Second Avenue) \$43,253.50
Brighton Street (Hamilton Avenue to Rosa Parks Blvd.) for \$49,283.95
Brush Street (East Grand Street to Gerald Street) for \$44,318.00**

Yeas (5), Nays (0), Absent (0).


ADJOURNMENT:

**Moved by Councilmember McClary
Supported by Council Pro Tem Lewis**

To adjourn this meeting, motion carried meeting adjourned at 9:10 p.m.

CERTIFICATE

I, hereby certify that the attached is a copy of the proposed minutes of a Regular Meeting held on the 5th day of October 2015 and that said proposed minutes are available for public inspection at the address designated on the posted public notice.


Brenda J. Green, City Clerk