

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

MARCH 7, 2016

Council convened at 7:03 p.m. with Council President Patrick presiding.

Present: Council Pro-Tem Mc Donald, Councilmember Woodard, Councilmember McClary and Council President Patrick (4)

Absent: Councilmember Lewis (1). (Excused)

A quorum being present, Council was declared in session.

APPROVAL OF AGENDA

**Moved by Councilmember McClary
Supported by Councilmember Woodard**

To remove agenda item# VI a & b resolutions to approve to advertise RFP's for Traffic Control Signs and Tree Trimming and Removal services and add a resolution to make payment to MML for membership. Yeas (4), Nays (0), Absent (1).

**Moved by Councilmember McClary
Supported by Councilmember Woodard**

To approve the agenda with the amendments. Yeas (4), Nays (0), Absent (1).

APPROVAL OF MINUTES:

**Moved by Councilmember Woodard
Supported by Council Pro Tem McDonald**

To approve the minutes from the Workshop Meeting held February 15, 2016. Yeas (4), Nays (0), Absent (1).

**Moved by Councilmember Woodard
Supported by Council Pro Tem Mc Donald**

**To approve the minutes from the Regular Meeting held February 15, 2016, 2016
Yeas (4), Nays (0), Absent (1).**

PUBLIC HEARING:

**The Clerk stated this was the time and place to hold a second Public Hearing to
obtain views from the community on the proposed use of the City of Highland Park's FY
2016 CDBG allocation.**

**C.E.D. Director, Yvette Robinson explained the program guidelines, distributed
applications and answered questions from citizens and councilmembers.**

**Moved by Councilmember Woodard
Supported by Council Pro Tem Mc Donald**

To close the Public Hearing. Yeas (4, Nays (0), Absent (1).

ADMINISTRATION:

**The Mayor submitted the following names for appointments to the Planning
Commission.**

**Term ending June 30, 2017
Karla Marshall
Jamal Thomas**

**Term ending June 30, 2018
Samuel Billington
Paul Motley**

**Term ending June 30, 2019
Jeff Glotta
Cleophus Pye
Barbara Willis**

**Moved by Councilmember Woodard
Supported by Council Pro Tem Mc Donald**

To approve the Planning Commission appointments. Yeas (3), Nays (1) Councilmember McClary, Absent (1). Councilmember McClary stated that the terms should be staggered and asked when did the terms expire? He requested to be given a list of appointments and term expirations for the past ten years.

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The Mayor submitted the following names for appointments to the Tax Increment Finance Authority (TIFA) Board.

Term ending June 30, 2017
Roberta Sanders

Term ending June 30, 2019
Shonte Sisk-Marshall

Term ending June 30, 2019
Devin Gough
Catherine Perkins
Kathy Ramsey

Term ending June 30, 2020
Gregoire Eugene-Louis
Theresa Johnson

Moved by Councilmember Woodard
Supported by Council Pro Tem Mc Donald

To approve the TIFA Board appointments. Yeas (3), Nays (1) Councilmember McClary, Absent (1). Councilmember McClary made the same request as above regarding the TIFA Board appointments.

CITY CLERK:

The Clerk submitted for approval a NEW business license application for Kim's Lee Beauty Two located at 14191 Woodward.

Moved by Councilmember McClary
Supported by Councilmember Woodard

To approve the NEW business license application for Kim's Lee Beauty Two located at 14191 Woodward. Yeas (3), Nays (1) Council Pro Tem Mc Donald, Absent (1).

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The Clerk submitted for approval a NEW business license application for Simply 10 located at 14515 Woodward.

**Moved by Councilmember McClary
Supported by Councilmember Woodard**

To approve the NEW business license application for Simply 10 located at 14515 Woodward. Yeas (4), Nays (0), Absent (1).

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The Clerk submitted for approval a NEW business license application for Highland Park Strip Hop located at 16549 Woodward.

Moved by Councilmember Woodard

To table the NEW business license application for Highland Park Strip Hop located at 16549 Woodward.

MOTION FAILED DUE TO A LACK OF SUPPORT

The NEW business license for Highland Park Strip Hop wasn't approved.

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The Clerk submitted for approval a NEW business license application for Metro PCS located at 10 E. Mc Nichols.

**Moved by Councilmember McClary
Supported by Councilmember Woodard**

To approve the NEW business license application for Metro PCS located at 10 E. Mc Nichols. Yeas (4), Nays (0), Absent (1).

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The Clerk submitted for approval a NEW business license application from American Tax Service located at 14041 Woodward.

**Moved by Councilmember Woodard
Supported by Councilmember McClary**

To approve the NEW business license application for American Tax Service located at 14041 Woodward. Yeas (4), Nays (0), Absent (1).

The following resolution was submitted for approval.

RESOLUTION APPROVING PAYMENT OF INVOICE FOR MICHIGAN MUNICIPAL LEAGUE MEMBERSHIP

**Moved by Councilmember McClary
Supported by Council Pro Tem Mc Donald**

WHEREAS, the City of Highland Park is in need of resources and services that will enhance its operation and keep the City's Mayor and staff abreast of cutting edge information and strategies relevant to 21st century Michigan municipalities; and

WHEREAS, the Michigan Municipal League (MML) is an organization that provides a wide variety of services to help communities sustain highly livable, desirable and unique places within the state, which services include state and federal advocacy, legislative advocacy of municipal issues, legal and insurance service, executive search services, education on a multitude of topics relevant to municipal officials, and much more; and

WHEREAS, membership in the MML requires the payment of annual dues; and

WHEREAS, the amount of the first annual payment is in the amount of \$8,680.00.

NOW THEREFORE BE IT RESOLVED that the City Council approve s payment of the initial membership invoice in the amount of \$8,680.00 for the City of Highland Park to become a member of MML, and also approves recurring annual payments in order for the City to sustain its membership in the MML Yeas (4), Nays (0), Absent (1).

COMMUNITY DEVELOPMENT

The following resolution was submitted for approval.

RESOLUTION AUTHORIZING THE SUBMISSION OF THE ANNUAL CDBG APPLICATION TO WAYNE COUNTY DEPARTMENT OF HEALTH, VETERANS & COMMUNITY WELLNESS FOR THE 2016 ALLOCATION

**Moved by Councilmember McClary
Supported by Council Pro Tem Mc Donald**

WHEREAS, Public Hearings were conducted on Monday, February 15, 2016 and March 7, 2016 at 7:00 p.m. to allow for public comment for the proposed use of the 2016 CDBG allocation; and

WHEREAS, Notice of the CDBG Public Meetings were published in the City's official newspaper of daily circulation and in general public areas, and

WHEREAS, local citizens were provided an opportunity to comment, verbally and in writing on proposed activities before and on March 7, 2016 at 7 pm; and

WHEREAS, the citizen participation regulations at 24 CFR Part 570.486 (a) have been satisfied;

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

The City Council authorizes a resolution approving the submission of the annual application to Wayne County for the 2016 Allocation of CDBG funds, and to authorize expenditure of said funds in accordance with the CDBG regulations. Yeas (4), Nays (0), Absent (1).

The following resolution was submitted for approval.

RESOLUTION TO ADOPT THE REVISED OFFER TO PURCHASE POLICIES & PROCEDURES FOR CITY OWNED PROPERTY

**Moved by Council Pro Tem Mc Donald
Supported by Councilmember McClary**

WHEREAS, In accordance with Section 3-1 of the Charter of the City of Highland Park, "the City shall have power to manage and control the finances, rights, interests, buildings, and property" of the City; and

WHEREAS, the City of Highland Park holds in its inventory an surplus of City owned parcels that are not producing a taxable, habitable and general benefit to the City and its residents; and

WHEREAS, it is the goal of the City to decrease the number of City owned parcels and return them to productive, taxable use; and

WHEREAS, the Department of Community & Economic Development has presented a final revision of City's offer to purchase policy to streamline the process while protecting the interest of the City and its residents;

NOW HEREBY BE IT RESOLVED that the Highland Park City Council approves the adoption of the 2016 revised "Residential Offer to Purchase" & "Non-Residential Offer to Purchase" policy and procedures. Yeas (4), Nays (0), Absent (1).

The following resolution was submitted for approval.

**RESOLUTION OF SUPPORT FOR THE SUBMISSION OF THE MDOT
TRANSPORTATION ECONOMIC DEVELOPMENT FUND GRANT APPLICATION**

Moved by Councilmember McClary
Supported by Councilmember Woodard

Resolution supporting the TEDA Grant application prepared by the Community and Economic Development Department (“CED”) for the resurfacing of the Davison Freeway Service Drive.

WHEREAS, Magna Seating of Detroit currently employs 663 employees in the City of Highland Park; and

WHEREAS, Magna Seating of Detroit is looking to invest more than \$5 million to expand its operations, creating an additional 148 new jobs; and

WHEREAS, Magna Seating of Detroit has considered alternative sites outside the City of Highland Park and the State of Michigan due to the adverse effects to the business caused by the conditions of the Davison Freeway Service Drive; and

WHEREAS, The Department of Community & Economic Development, State of Michigan MEDC and Magna Seating of Detroit have sought to mitigate the adverse effect by seeking grant funding to resurface of the Davison Freeway Service Drive through the MDOT Transportation Economic Development Fund, and

WHEREAS, the grant requires a commitment of a minimum 20% match from the local government;

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

The City Council supports the submission of the MDOT Transportation Economic Development Fund grant for the resurfacing of the Davison Freeway Service Drive and commits the financial support of 20% of the project in the form of engineering costs and project oversight. Yeas (4), Nays (0), Absent (1).

FINANCE:

Finance Director, Eleanor Williamson submitted the Monthly Financial Statement January 31, 2016.

**Moved by Councilmember Woodard
Supported by Council Pro Tem Mc Donald**

To receive and file the January 31, 2016 Monthly Financial statement. Yeas (4), Nays (0), Absent (1).

The following resolution was submitted for approval.

**TO ACCEPT THE AWARD OF THE FINANCIALLY DISTRESSED CITIES,
VILLAGES, AND TOWNSHIPS (FDCTV) GRANT PROGRAM FROM THE STATE OF
MICHIGAN**

**Moved by Council Pro Tem Mc Donald
Supported by Councilmember Woodard**

WHEREAS, the City of Highland Park applied to the Department of Treasury, Office of Revenue and Tax Analysis (ORTA) for the FDCTV Grant; and

WHEREAS, on February 18, 2016, the City of Highland Park received a letter from ORTA advising the City of its intent to award the City of Highland Park a total of \$1,505,000.00 (One Million, Five Hundred and Five Thousand Dollars) for Water Pump House and Water System Distribution System Stabilization.

WHEREAS, the State of Michigan requires each municipality's governing body to adopt a resolution authorizing participation in the proposed project prior to finalizing the award of grants from the State of Michigan's FDCTV grant program, and now therefore,

BE IT FINALLY RESOLVED, that the Highland Park City Council hereby accepts the award of the FDCTV grant in the amount of \$1,505,000.00. Yeas (4), Nays (0), Absent (1).

ADJOURNMENT:

**Moved by Councilmember Woodard
Supported by Councilmember McClary**

To adjourn this meeting; motion carried the meeting adjourn at 9:13 p.m.