

MINUTES OF THE REGULAR MEETING OF THE HIGHLAND PARK CITY COUNCIL

February 3, 2020

Council convened at 7:06 p.m. with Council President Clyburn presiding.

Present: Council Pro Tem Patrick, Councilmember Armstrong, Councilmember Bates and Council President Clyburn. (4).

Absent: Councilmember Lewis (1) excused.

A quorum being present, Council was declared in session.

APPROVAL OF AGENDA

Moved by Council Pro-Tem Patrick

Supported by Councilmember Bates

To remove agenda item VI-b- Resolution to auction eight (8) City-Owned properties with structures and place on the February 17, 2020 workshop agenda. Yeas (4), Nays (0), Absent (1).

Moved by Council Pro-Tem Patrick

Supported by Councilmember Bates

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

APPROVAL OF MINUTES

Moved by Council Pro Tem Patrick

Supported by Councilmember Bates

To approve the minutes from the Workshop and Regular Meeting held January 21, 2020. Yeas (4), Nays (0), Absent (1).

TABLED IEM (January 21, 2020 meeting)

2-03-20- V

Moved by Pro-tem Patrick

Supported by Councilmember Armstrong

To remove the resolution of appointment to the TIFA Board from the table. Yeas (4), Nays (0), Absent (1).

Moved by Council Pro Tem Patrick

Supported by Councilmember Bates

RESOLUTION TO APPOINTMENT

WHEREAS, The City of Highland Park has established a Tax Increment Financing Authority; and

WHEREAS, in accordance with the TIFA District Ordinance, the Board is to consist of seven members appointed by the Mayor; and three vacancies exist; and

WHEREAS, the Mayor seeks the appointment of the following persons subject to Council approval;

WHEREAS, the Administration is seeking to improve, redevelop and grow the economic development in the City; and

NOW THEREFORE, BE IT RESOLVED, THAT THE Highland Park City Council approves the Mayoral appointments for the TIFA Board as follows:

Kaci Jackson	term ending Jan.30, 2023
Jelani Karamoko	term ending Jan. 30, 2022
Sophia Johnson-Parks	term ending Jan. 30, 2021

Yeas (4), Nays (0), Absent (1).

2-3-20-VI-a

ADMINISTRATION:

The following resolution was submitted for approval.

Moved by Council Pro Tem Patrick

Supported by Councilmember Armstrong

**RESOLUTION TO ISSUE RFP TO RETAIN PROFESSIONAL SERVICES TO FACILITATE DEVELOPMENT
PROJECTS IN THE CITY**

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

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

WHEREAS, the City wishes to seek developers for City-owned property; and

WHEREAS, in order to develop City-owned properties, the City will need professional services to perform a survey, do a title search/issue title insurance, and do an environmental survey on each site; and

WHEREAS, the City is not under contract for any of the above services; and

NOW, THEREFORE, BE IT RESOLVED by the City of Highland Park that CED is allowed to issue RFP's to retain companies for the following: 1) survey, 2) title search. title insurance, and 3) environmental services specializing in real estate. Yeas (4), Nays (0), Absent (1).

FINANCE:

2-03-20-VII

The following resolution was submitted for approval.

Moved by Council Pro Tem Patrick

Supported by Councilmember Bates

RESOLUTION TO ISSUE RFP FOR AUDIT SERVICES FOR THE CITY OF HIGHLAND PARK, MICHIGAN

WHEREAS, the Local Audit and Finance Division of the Department of Treasury has the responsibility of implementing the requirements of PA 2 of 1968, as amended (MCL 141.421 et seq) and

WHEREAS, the state treasurer is required to prescribe uniform accounting and reporting standards for all local units within the State of Michigan; and

WHEREAS, the primary purpose of the auditing and reporting requirements of PA 2 of 1968 is to maintain the confidence of all interested parties in the integrity of the record keeping and financial report of local units of government; and

WHEREAS, if a local unit has a population of 4,000 or more, an audit is required every year; and

WHEREAS, the law provides that a local unit has the option of selecting an independent certified public accountant or else the state treasurer must perform the audit; and

WHEREAS, the City of Highland Park chooses to select an independent certified public accountant to audit their financial records; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Highland Park that the Finance Director be allowed to issue an RFP for audit services for the City of Highland Park. Yeas (4), Nays (0), Absent (1).

CITY CLERK:

2-03-20-VIII

The following resolution was received for approval.

Moved by Councilmember Bates

Supported by Council Pro Tem Patrick

BE IT RESOLVED, THAT ALL ELECTION INSPECTORS SERVING FOR THE Presidential Primary election to be held on Tuesday, March 10, 2020 shall be paid on a fee basis, and the fee to be paid for Chairperson shall be the sum of \$175.00 and the fee to be paid for inspector shall be the sum of \$150.00 each which includes the \$10.00 fee for attending the training session prior to the election;

BE IT RESOLVED that the following places are hereby designated as the polling places within the City of Highland Park for each election:

PRECINCTS	LOCATION	
1	Downes Manor	13725 John R
2	Blackwell Municipal Complex	12050 Woodward Ave.
3	Ernest T. Ford Field House	10 Pitkin
4	Ernest T. Ford Field House	10 Pitkin
5	Faith Tabernacle Church	16548 Hamilton
6	Healing Spring MB Church	12647 Hamilton

THEREFORE, BE IT RESOLVED that pay for all election inspectors and the establishment of polling places and two (2) A.V. Counting Board for all precincts for the Presidential Primary election be approved. Yeas (4), Nays (0), Absent (1).

DEPARTMENT OF PUBLIC WORKS:

2-03-20-IX

The following resolution was submitted for approval.

Moved by Councilmember Bates

Supported by Council Pro Tem Patrick

RESOLUTION TO REQUEST PERMISSION TO PAY FOR EMERGENCY TREE TRIMMING SERVICES

WHEREAS, during the December holiday period, high winds took down or severely damaged trees on 9 properties (154 Colorado, 321 Curwood (3) 133 Massachusetts, 45 Puritan, 90 Puritan, 91 Puritan, 110 Puritan, 311 Richton and 313 Richton; and

WHEREAS, the City is under contract with CutDownMyTree Company for only to remove 4 trees which they are in the process of completing; and

WHEREAS, upon receiving the emergency call, DPW attempted to contact CutDownMyTree but was unable to reach them so started contacting other tree services to finish cutting down and removing the damaged/fallen trees; and

WHEREAS, T. COMM responded to the emergency call and removed the dead/damaged trees, ground the stumps and removed all lumber and brush for a cost of \$10,660; and

NOW, THEREFORE, BE IT RESOLVED that the City of Highland Park approves payment to T.COMM for emergency tree services in the amount of \$10,660.

NOTE: These charges will be covered with Act 51 funds. Yeas (4), Nays (0), Absent (1).

COUNCIL AFFAIRS:

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

To send a letter to HUD requesting an audit of the Housing Commission and that the findings but shared with council. Yeas (4), Nays (0), Absent (1).

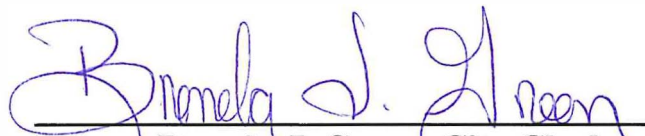
ADJOURNMENT:

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

To adjourn the meeting, motion carried, meeting adjourned at 8:00 p.m.

CERTIFICATE

I, hereby certify that the attached is a copy of the Minutes from the Regular Meeting held on the 3rd of February 2020. Minutes are available for public inspection at the address designated on the posted public notice.



Brenda J. Green, City Clerk