

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

JUNE 2, 2014

Council convened at 7:04 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 McClary
Supported by Councilmember Moore**

To approve the agenda as submitted Yeas (5), Nays (0), Absent (0).

APPROVAL OF MINUTES

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

**To approve the minutes from the Workshop and Regular Meeting held May 19, 2014.
Yeas (5), Nays (0), Absent (0).**

TABLED ITEM:

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

To remove the following resolution from the table.

RESOLUTION AUTHORIZING BALLOT LANGAUGE TO EFFECTUATE THE SALE OF 1406 E. AVON, ROCHESTER HILLS, MICHIGAN (COMMONLY REFERRED TO AS THE "TREE FARM") PARCEL NUMBER 15-24-100-050

WHEREAS, Storage Operations LLC (Lessee desires to purchase approximately 32.49 acres of City owned property at 1406 E. Avon, Rochester Hills, Michigan Parcel Number 15-24-100-050 from the City of Highland Park for One Million (\$1,000,000) Dollars after due diligence to construct a housing development; and

WHEREAS, Section 3-3 of the Highland Park City Charter provides that no (public) property of the value in excess of twenty cents per capita according to the last preceding U.S. census, nor any park or any part thereof, shall be sold, unless such sale be first approved by a majority of the electors voting thereon at any general or special elections; and

WHEREAS, Storage Operations LLC and the City Council of the City of Highland Park both favor a sale of 1406 E. Avon, Rochester Hills, Michigan over a long term lease and to effectuate said sale is submitting a local proposal to vote by electors in a General Election in November 4, 2014; and

WHEREAS, the Storage Operations LLC will pay the City of Highland Park Twenty Thousand (\$20,000) Dollars over and above the One Million (\$1,000,000) dollar purchase price in the event the electors pass the local proposal on November 4, 2014; and

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

The City Council authorizes the following Ballot Wording to the Local Proposal to sell 1406 E. Avon, Rochester Hills, Michigan to Storage Operations LLC as follows: " Shall 1406 E. Avon, Rochester Hills, Michigan (Tree Farm) be sold by the City of Highland Park to Storage Operations LLC for a total cash price of One Million (\$1,000,000.00) Dollars?"

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

To retable the above resolution until the Legal Department has reviewed the ballot language. Yeas (5), Nays (0), Absent (0).

COMMUNITY DEVELOPMENT:

The following resolution was submitted for approval.

**RESOLUTION TO AUTHORIZE PUBLIC HEARING ON THE REALLOCATION OF
2013 CDBG FUNDS FROM PUBLIC FACILITY IMPROVEMENT TO HOUSING
REHABILITATION AND DEMOLITION.**

REALLOCATED 2013 PUBLIC FACILITIES IMPROVEMENTS FUNDS

WHEREAS, the Citizen Participation Regulations at 24 CFR Part 570.486 (a) require that Citizens be given a reasonable opportunity to be a part of CDBG activities; and

WHEREAS, the City of Highland Park previously established Public Facilities Improvement relating to proposed activities as its Water Plant Facility as an eligible use, and

WHEREAS, CDBG environmental checklist requirements and other considerations hampered the utilization of CDBG funds for the Water Plant Facility;

NOW HEREBY BE IT RESOLVED that the Highland Park City Council publish notice of a Public Hearing and set the date of Public Hearing as June 16, 2014 regarding the reallocation of Public Facilities Improvement Funds t Housing Rehabilitation and Demolition.

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

That the Council hold a public hearing on June 16, 2014 at 7:05 p.m. regarding the CDBG reallocation of Public Facilities Improvement Funds to Housing Rehabilitation and

Demolition. Yeas (3), Nays (2) Councilmember Patrick and Council President Woodard, Absent (0).

The following communication was submitted for approval.

RESOLUTION TO APPROVE THE FEE SCHEDULE FOR REGISTRATION OF SINGLE-FAMILY, DUPLEX, AND MULTI-FAMILY RENTAL BUILDING RENTAL FEES

WHEREAS, there are numerous rental properties located in the City of Highland Park; and

WHEREAS, the City of Highland Park passed the ordinance allowing for the registration of both residential, duplex and multi-family building and structures; and

WHEREAS, the policy and procedure instructions and applications required a defined fee schedule; and

WHEREAS, the City Council has reviewed and accepted the revisions and attached fee schedule; and

NOW HEREBY BE IT RESOLVED; that the Highland Park City Council approves the attached fee schedule for registration of single-family, duplex, and multi-family rental buildings located within the City of Highland Park.

SEE FEE SCHEDULE

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

To table the above resolution and bring back at the next regular meeting with the suggested changes. Yeas (5), Nays (0), Absent (0).



City of Highland Park

Community and Economic Development Department of Property Maintenance Inspection

Rental Registration Permit Fees

Effective 0/00/2014

ANNUAL FEES

SINGLE-FAMILY RENTAL

Application and Registration Fee.....\$100.00
 Inspection and Report Fee.....\$100.00
 Late Fee Per Unit Per Month.....\$25.00

DUPLEX, TWO-FAMILY SAME BUILDING RENTAL

Application and Registration Fee.....\$100.00
 Inspection and Report Fee.....\$200.00
 Late Fee Per Unit Per Month.....\$25.00

MULTI-FAMILY, THREE OR MORE FAMILY RENTAL

Application and Registration Per Building Fee.....\$200.00
 Inspection and Report Per Unit Fee.....\$25.00
 Late Fee Per Unit Per Month.....\$10.00

ADDITIONAL FEES

Reschedule Appointment or Missed Appointment Fee Per Unit.....\$10.00
 Change of Property Management Company Fee.....\$100.00
 Tenant Complaint Report Fee.....\$50.00

Fees Per Building	Occupancy	Application and Registration	Inspection and Report	Fee Per Unit (Starting with the 3 rd Unit)	Late Fee	Total Fee
1	Single-Family	\$100.00	\$100.00			\$200.00
1	Two-Family	\$150.00	\$150.00			\$300.00
1 (Includes 1 st and 2 nd Unit)	Multi-Family, 3-Units or More	\$150.00	\$150.00	\$25.00		\$300.00 plus \$25 per unit
SAMPLE 1 BUILDING WITH 10-UNITS						
1	Multi-Family 10-Unit	\$150.00	\$150.00	8-Unit X \$25.00 = \$200.00		\$500.00

Building Permit Fees

Application, Review, Issuance, Inspection and Approval By State of Michigan, LARA.

Electrical Permit Fees

Application, Review, Issuance, Inspection and Approval By State of Michigan, LARA.

Mechanical Permit Fees

Application, Review, Issuance, Inspection and Approval By State of Michigan, LARA.

Plumbing Permit Fees

Application, Review, Issuance, Inspection and Approval By State of Michigan, LARA

The following resolution was submitted for approval.

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

**RESOLUTION TO AUTHORIZE AWARD OF DEMOLITION OF 46 RICHTON
STREET, HIGHLAND PARK, MI. TO HOMRICH**

Resolution authorizing the award of the demolition of a dilapidated and dangerous house at 46 Richton to Homrich as the lowest and most responsive and responsible bidder.

WHEREAS, the City of Highland Park issued competitive Bid Package #11 on or about May 12, 2014; and

WHEREAS, the City of Highland Park received competitive bids from approximately five (5) contractors from a list of qualified contractors; and

WHEREAS, on May 19, 2014 bids were publicly opened in City Council Chambers, and

WHEREAS, Homrich submitted the lowest responsible and responsive bids as per the attached bid tabulation along with the required bid bond;

NOW HEREBY BE IT RESOLVED that the Highland Park City Council awards the bid for the demolition of 46 Richton to Homrich as the lowest, responsive, and responsible bidder. Yeas (5), Nays (0), Absent (0).

The following resolution was submitted for approval.

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

RESOLUTION TO AUTHORIZE AWARD DPW YARD CLEANUP TO HOMRICH

Resolution authorizing the award of the cleanup of the City of Highland Park Public Works Department yard to Homrich as the lowest and most responsive and responsible bidder.

WHEREAS, the City of Highland Park issued competitive Bid Package #10 on or about May 12, 2014; and

WHEREAS, on May 19, 2014 bids were publicly opened in City Council Chambers, and

WHEREAS, the City of Highland Park received competitive bids from five (5) bidders contractors from a list of qualified contractors; and

WHEREAS, Homrich submitted the lowest responsible and responsive bids as per the attached bid tabulation, long with the required bid bond;

NOW THEREFORE BE IT RESOLVED that the Highland Park City Council awards the bid for the demolition of the DPW Yard to Homrich as the lowest, responsive, and responsible bidder. Yeas (4), Nays (1) Councilmember Patrick, Absent (0).

The following resolution was submitted for approval.

RESOLUTION TO APPROVE THE A FEE SCHEDULE FOR REGISTRATION OF VACANT STRUCTURES AND VACANT LOTS

WHEREAS, there are numerous vacant structures and vacant lots located in the City of Highland Park; and

WHEREAS, the City of Highland Park passed the ordinance allowing for the registration of vacant residential, duplex, and two-family building structures and lots, and vacant multi-family, commercial, industrial, and institutional structures and lots;

WHEREAS, the policy and procedure instruction and applications required a defined fee schedule; and

WHEREAS, the City Council has reviewed and accepted the attached fee schedule; and

NOW HEREBY BE IT RESOLVED, that the Highland Park City Council approves the attached fee schedule for registration of vacant single-family, duplex, multi-family, commercial, industrial, and institutional vacant structures and vacant lots located within the City of Highland Park.

SEE FEE SCHEDULE

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

To table the above resolution and bring back at the next regular meeting with the suggested changes. Yeas (5), Nays (0) Absent (0)

ADJOURNMENT:

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

To adjourn this meeting; motion carried meeting adjourned at 8:45 p.m.



City of Highland Park
 Community and Economic Development
 Department of Property Maintenance Inspection

Vacant Structure and Vacant Lot Registration Permit Fees

Effective 0/00/2014

ANNUAL FEES

RESIDENTIAL, SINGLE AND TWO-FAMILY VACANT STRUCTURES

Application and Registration Fee.....	\$100.00
Inspection and Report Fee.....	\$100.00
Late Fee Per Unit Per Month.....	\$25.00

RESIDENTIAL VACANT LOTS

Application and Registration Fee.....	\$100.00
Inspection and Report Fee.....	\$50.00
Late Fee Per Unit Per Month.....	\$25.00

MULTI-FAMILY (3 OR MORE UNITS) ,COMMERCIAL, INDUSTRIAL , INSTITUTIONAL VACANT STRUCTURES

Application and Registration Fee (PER BUILDING).....	\$250.00
Inspection and Report Fee (PER BUILDING).....	\$250.00
Late Fee Per Unit Per Month.....	\$25.00

MULTI-FAMILY (3 OR MORE UNITS) ,COMMERCIAL, INDUSTRIAL , INSTITUTIONAL VACANT LOTS

Application and Registration Fee (PER BUILDING).....	\$250.00
Inspection and Report Fee (PER BUILDING).....	\$100.00
Late Fee Per Unit Per Month.....	\$25.00

ADDITIONAL FEES

Send Duplicate Receipts, Reports to a Second Location.....	\$100.00
Change of Property Management Company Fee.....	\$100.00
Complaint Report Fee.....	\$50.00

Fees Per Building	Occupancy	Description	Application and Registration	Inspection and Report	Late Fee	Total Fee
1	Residential, Single and Two-Family	Vacant Structure	\$100.00	\$100.00		\$200.00
0	Residential	Vacant Lot	\$100.00	\$50.00		\$150.00
1	Multi-Family, 3-Units + Commercial, Industrial, Institutional	Vacant Structure	\$250.00	\$250.00		\$500.00
0	Multi-Family, 3-Units + Commercial, Industrial, Institutional	Vacant Lot	\$250.00	\$100.00		\$350.00

CERTIFICATE

I, hereby certify that the attached is a true copy of the proposed minutes of the Regular Meeting held on the 2nd day of June 2014 and that said proposed minutes are available for public inspections at the address designated on the posted public notice.



Brenda J. Green
City Clerk