

**PROPOSED**

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

**FEBRUARY 6, 2017**

**Council convened at 7:01 p.m. with Council President Patrick presiding.**

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

**Absent: (0)**

**A quorum being present, Council was declared in session.**

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**APPROVAL OF AGENDA**

**Moved by Councilmember Woodard**

**Supported by Councilmember Lewis**

**To approve the agenda with the addition of a resolution from the 30<sup>th</sup> district judge and a resolution from council for former City Clerk Mattie P. Carter. Yeas (5), Nays (0), Absent (0).**

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**APPROVAL OF MINUTES**

**Moved by Councilmember Lewis**

**Supported by Councilmember McClary**

**The proposed minutes from the regular meeting held December 19, 2016 remain tabled. Yeas (5), Nays (0), Absent (0).**

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**Moved by Councilmember Woodard**

**Supported by Councilmember Lewis**

**To approve the minutes from the Workshop Meeting held January 17, 2017. Yeas (5), Nays (0), Absent (0).**

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**Moved by Councilmember McClary**

**Supported by Councilmember Lewis**

**To approve the minutes from the Regular Meeting held January 17m 2017. Yeas (5), Nays (0), Absent (0).**

Moved by Councilmember Lewis  
Supported by Councilmember Woodard

To approve the minutes from the Special Meeting held January 26, 2017. Yeas (5), Nays (0), Absent (0).

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**ORDINANCE:**  
2-6-V

**PROPOSED ORDINANCE TO AMEND ORDINANCE 1118; CHAPTER 802; SECTION 802.5 (a) LICENSE REQUIRED; TRANSFERABILITY;**

An Ordinance to amend Part Eight of the Business Regulation and Taxation Code in order for both (a) require approval from the Highland Park City Council for a new business license and (b) require the new business license applicant or representative to appear before the Highland Park City Council at the meeting in which that new business is scheduled on the City Council agenda and has been cleared by the City Clerk to be voted on for approval prior to the opening of operation.

**SECTION 1.** The City of Highland Park does hereby ordain as follows: It is hereby ordained by the People of the City of Highland Park that it amends Ordinance 1118, Chapter 802; Section 802.5 (a) under License required; Transferability; Relocations, by amending through the addition language italicized below.

**CHAPTER 802; Section 802.5**

(a) No person shall, directly or indirectly, operate, conduct, maintain or manage any commercial, industrial or rental establishment without first obtaining a license therefor from the City in the manner prescribed in this chapter. All licenses, when issued, shall name a specific person and shall not be transferable to any other person, whether related or unrelated. All new businesses licenses shall require the approval from the Highland Park City Council and any new business license applicant or its representative is hereby required to appear before the Highland Park City Council at the meeting in which that new business license is listed on the meeting agenda and has been cleared by the City Clerk to be voted on for approval prior to the opening of operation.

**SECTION 2: PURPOSE.** This ordinance is declared necessary for the preservation of the public, health, safety, and welfare of the People of the City of Highland Park.

**SECTION 3: SAVINGS CLAUSE.** Should any section, subdivision, sentence, clause, or phrase of this ordinance be declared by the courts to be invalid, the remaining provisions shall remain in effect.

**SECTION 4.** This Ordinance shall take effect immediately after the required amend ordinance process and upon publication.

**Moved by Councilmember Lewis  
Supported by Councilmember Woodard**

**That the proposed ordinance remain tabled. Yeas (3), Nays (2) Council Pro Tem McDonald, Council President Patrick, Absent (0).**

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**CITY CLERK:**

**2-6- VI-a**

**The clerk submitted the 2016/17 application for a business license from Wrigley's Pharmacy LLC, located at 14100 Woodward Ave. for approval.**

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

**To approve the 2016/17 application for a business license from Wrigley's Pharmacy LLC located at 14100 Woodward. Yeas (4), Nays (1), Council President Patrick, Absent (0).**

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**2-6-VI-b**

**The clerk submitted the 2016/17 application for a business license from MSY Wireless, Inc. located at 14100 Woodward for approval.**

**Moved by Councilmember Woodard  
Supported by Councilmember Lewis**

**To approve the 2016/17 application for a business license from MSY wireless, Inc. located at 14100 Woodward. Yeas (4), Nays (1) Council President Patrick, Absent (1).**

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**2-6-VI-c**

**The clerk submitted the 2016/17 application for a business license from VIP Wear located at 14128 Woodward for approval.**

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

**To approve the 2016/17 application for a business license from VIP Wear located at 14128 Woodward. Yeas (4), Nays (1) Council President Patrick, Absent (0).**

**30<sup>TH</sup> DISTRICT COURT**

**2-6-VI-d**

The following resolution was submitted by Judge Officer.

**RESOLUTION APPROVING THE AMENDMENT OF A 30<sup>TH</sup> DISTRICT COURT BUDGET LINE ITEM TO  
INCLUDE I.T. SERVICES**

Moved by Councilmember McClary

Supported by Councilmember Woodard

WHEREAS, the 30<sup>th</sup> District Court has a specified line-item for contractual services already approved by this body that does not specifically include I.T. Services.

WHEREAS, the court has a specific need for a specialized IT vendor for the following purposes:

1. To provide technical support in the use of personal computer hardware, software, and specialized mainframe technology or operates a multi-platform, complex computer environment or monitor the production scheduling, execution, and successful completion of production jobs. Acts as a technical liaison for the computing operation, communicating, resolving, and/or initiating the resolution of problems and concerns associated with:

JIS (Judicial Information System), SCAO (Supreme Court Administrative Office), SOS (Secretary of State), CI (Court Innovations), State of Michigan LEIN (Law Enforcement Information Network), Wayne County Video Arraignment Services, FTR Digital Recording Systems (For the Record Digital Recording Systems), ATT and other entities that provide information and/or communicate with the court via a technical platform.

2. Sets up and configures desktop computers, peripherals and accounts assigning security level;
3. Installs software and installs and repairs hardware and peripherals;
4. Troubleshoots, repairs and maintenance for computer equipment (e.g. microcomputers, disk drives, and laser printers) tests personal computers and peripherals on a network to diagnose, hardware versus software problems and escalates corrective procedures to other technical resources as appropriate;
5. Works with hardware vendors to resolve equipment failures/problems;

WHEREAS, this is not a budget increase, but an amendment to a named line item so that this service can be specifically recognized thereby allowing the court to reallocate funds to that line-item from its already approved budget as necessary.

NOW THEREFORE, BE IT RESOLVED, that the City Council approves the amendment of the 30<sup>th</sup> District Court line item from "Contractual Services" to "Contractual and I.T. Services with the ability to reallocate funds to that line-item from its budget as necessary and enter into a I.T. Contractual Service with the individual. Yeas (5), Nays (0), Absent (0).

2-6-VII

**COMMUNITY DEVELOPMENT:**

The following resolution was submitted by CED Director, Yvette Robinson.

**RESOLUTION SETTING CDBG ANNUAL ALLOCATION PUBLIC HEARING FOR PROGRAM YEAR 2017**

Moved by Councilmember McClary

Supported by Councilmember Lewis

WHEREAS, City of Highland Park is a sub recipient of the Wayne County Community Development Block Grant (CDBG) program; and

WHEREAS, the City is required to hold at least two public hearings in accordance with The Code of Federal Regulations (24 CFR 570.486 (a) and give citizens a reasonable opportunity to comment on the proposed allocation of CDBG funds;

NOW HEREBY BE IT RESOLVED by the City Council of the City of Highland Park that; The City Council set February 20, 2017 and March 6, 2017 at 7:00 p.m. as the dates for Public Hearings regarding the annual allocation of CDBG Funds for program year 2017.

City Clerk shall publish notice thereof in a paper of daily circulation in accordance with the requirements set forth herein. Yeas (5), Nays (0), Absent (0).

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2-6-VIII

**CITY COUNCIL AFFAIRS:**

Councilmember McClary submitted the following resolution for former City Clerk Mattie. P. Carter.

WHEREAS, The Community has come together to mourn the loss of, and celebrate the life of one of its most favored and respected citizens, former City Clerk, The Honorable Mattie P. Carter; and

WHEREAS, Mattie P. Carter, a graduate of Highland Park High School, Highland Park Community College, and Wayne State University where she received her B.A. Degree in Sociology and her minor in Psychology; and

WHEREAS, Mattie P, Carter, began working for the City of Highland Park in 1962 at Highland Park General Hospital as a clerk typist, soon becoming a Social Worker, in the Health Department where she became the Area Coordinator Supervisor over The Mental health Department; and

WHEREAS, Mattie P. Carter, became an Administrative Assistant for the City Council in 1958, and became Deputy City Clerk and Director of Elections in 1986 she became City Clerk for the City of Highland Park. Madam Clerk was a Precinct Delegate, ember of the NAACP, HPBA, HP Lions, 2<sup>nd</sup> Vice President, she was honored by Women in Municipal Government. She was also a member of Wayne State University Alumni Association, National Black Caucus of Local Elected Officials, and much more;

**NOW THEREFORE BE IT RESOLVED, that the City of Highland Park and all of its citizens, through their duly elected City Council Members, hereby offer to the family of our beloved retired City Clerk Mattie P. Carter, our deepest and most profound sympathy.**

**Dated this 6<sup>th</sup> day of February, 2017**

**Adjournment:**

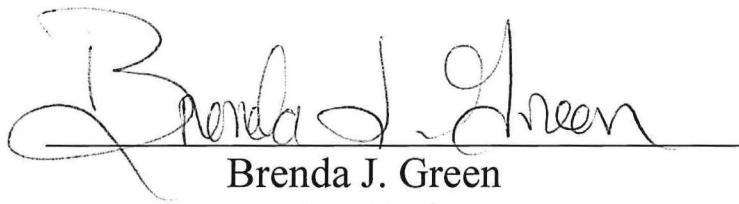
**Moved by Councilmember Lewis**

**Supported by Councilmember McClary**

**To adjourn the meeting; motion carried meeting adjourned at 9:20 p.m.**

CERTIFICATE

I, hereby certify that the attached is a true copy of the proposed minutes of the Regular Meeting held on the 6<sup>th</sup> day of February, 2017 and that said proposed minutes are available for public inspections at the address designated on the posted public notice.

A handwritten signature in black ink, reading "Brenda J. Green", written over a horizontal line. The signature is cursive and stylized.

Brenda J. Green  
City Clerk