

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

**APRIL 18, 2016**

Council convened at 7:11 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 Woodward  
Supported by Council Pro Tem McDonald

To approve the agenda as submitted.

Moved by Councilmember Lewis  
Supported by Councilmember Woodward

To approve the agenda with the removal of item VIIc regarding the sale of the vacant lot  
at 23 Pasadena. Yeas (5), Nays (0), Absent (0).

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**APPROVAL OF MINUTES**

Moved by Councilmember McClary  
Supported by Councilmember Lewis

To approve the minutes from the Regular meeting held April 4, 2016. Yeas (5), Nays (0),  
Absent (0).

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**PRESENTATION**

Mayor Yopp presented Detective Keith Bartynski & Officer Sean Templeton Certificates  
of Appreciation for their invaluable service to a Highland Park family in need of furniture and  
appliances.

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**PUBLIC HEARING**

**04-18-V**

The Clerk stated this was the place and time to the hold a public hearing to receive citizen input on the exception request to the CDBG Rehabilitation Program Conflict of Interest regulation by Community Development on behalf of Gladys Washington.

Moved by Councilmember McClary  
Supported by Council Pro Tem McDonald

To open the Public Hearing on the exception request to the CDBG Rehabilitation Program Conflict of Interest regulation by Community Development on behalf of Gladys Washington. Yeas (5), Nays (0), Absent (0).

Councilmember McClary had questions concerning the Public Hearing Notice advertisement and Council approving the Public Hearing.

Moved by Councilmember McClary  
Supported by Councilmember Lewis

To table the Public Hearing. Yeas (3); Nays (2) Council Pro Tem McDonald and Council President Patrick; Absent (0).

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**CITY CLERK**

**04-18-VI**

The Clerk submitted a Parade Permit Application for the Michigan Week Parade Saturday, May 21, 2016.

Moved by Councilmember Lewis  
Supported by Councilmember Woodard

To approve the permit for the Michigan Week Parade Saturday, May 21, 2016. Yeas (5), Nays (0) Absent (0).

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**COMMUNITY DEVELOPMENT**

**04-18-VIIa**

The following resolution was submitted for approval.

**RESOLUTION AUTHORIZING THE PROFESSIONAL SERVICES CONTRACT FOR SAFEBUILT**

**WHEREAS**, The State of Michigan revoked the City of Highland Park’s authorization to provide Building & Planning Permitting Services; and

**WHEREAS**, While the City does possess the authorization to enforce non-permitting building services; and

**WHEREAS**, City Council passed a Rental Registry & Vacant Property resolution and fee schedule that requires enforcement via the Department of Community & Economic Development; and

**WHEREAS**, The Department of Community & Economic Development is in need of Building Inspection & Planning Services; and

**WHEREAS**, The Department of Community & Economic Development is working to apply for reinstatement of the City’s authorization to provide full building services; and

**WHEREAS**, The Department of Community & Economic Development is seeking to secure a firm to administer the Building Inspection & Planning Services on an *as needed, shared fee basis*; and

**WHEREAS**, The Administration has investigated SAFEbuilt Michigan, LLC, and found that it is qualified to provide the professional services sought

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

The City Council authorizes a resolution approving the Professional Services Agreement for Building Inspection & Planning Services with SAFEbuilt.

Moved by Councilmember Lewis  
Supported by Councilmember McClary

To approve the Professional Services Agreement for Building Inspection & Planning Services with SAFEbuilt. Yeas (5), Nays (0), Absent (0).

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**04-18-VIIb**

The following resolution was submitted for approval.

**RESOLUTION AUTHORIZING THE PROFESSIONAL SERVICES CONTRACT FOR EKKLESIA BUILDING CORPORATION**

**WHEREAS,** The City is the recipient of grant funds for Blight Elimination & Community Development projects; and

**WHEREAS,** The funding for the Congressional Appropriations Funds for Blight Elimination for the Northpointe Neighborhood and CDBG program are set to expire in September 2016; and

**WHEREAS,** The Department of Community & Economic Development is seeking to secure a Project Manager to administer the grant funded projects in order to ensure efficiency, compliance and successful completion in the timeframe allotted by each funding source; and

**WHEREAS,** The Administration has investigated Ekklesia Building Corporation and found that it is qualified to provide the professional services sought; and

**WHEREAS,** The Department of Community & Economic Development has budgeted the services for a Project Manager through the eligible activities allocated in each project funding source and not the City general fund;

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

The City Council authorizes a resolution approving the Professional Services Agreement for Ekklesia Building Corporation.

Moved by Councilmember Lewis  
Supported by Councilmember McClary

To approve the Professional Services Agreement for Ekklesia Building Corporation.  
Yeas (5), Nays (0), Absent (0).

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## **FINANCE DEPARTMENT**

### **04-18-VIIIa**

Submission of the Proposed Budget for fiscal year 2016-2017.

Moved by Councilmember Woodard  
Supported by Councilmember Lewis

To hold a Special Meeting Monday April 25, 2016 at 4:30 p.m. to discuss the proposed 2016-2017 Budget. Yeas (5), Nays (0), Absent (0).

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**04-18-VIIIb**

Submission of the Monthly Financial Statement for February 2016.

Moved by Council Pro Tem McDonald  
Supported by Councilmember Lewis

To receive and file the Monthly Financial Statement for February 2016. Yeas (5), Nays (0), Absent (0).

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**PUBLIC WORKS**

The Michigan Department of Transportation Performance Resolution for Governmental Agencies was submitted for approval.

Moved by Councilmember McClary  
Supported by Councilmember Lewis

To approve the Michigan Department of Transportation Performance Resolution for Governmental Agencies. Yeas (5), Nays (0), Absent (0).

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**OUTSIDE COMMUNICATIONS**

**04-18-IX**

The following communication was received from The Highland Park Business Association.

Dear Ms. Green:

The Highland Park Business Association (HPBA) is requesting to be added to the agenda for the next City Council meeting on Monday, April 18, 2016, to discuss the plans for the 7<sup>th</sup> Annual Highland Park Music Festival on the grounds of the McGregor Library.

We will be requesting permission to use the library grounds on the following dates:

- July 15<sup>th</sup>
- July 16<sup>th</sup>
- July 17<sup>th</sup>

Thank you in advance for your assistance.

Cheryl Sanford  
HPBA Secretary

Moved by Councilmember McClary  
Supported by Council Woodard

To approve the use of the McGregor Library grounds by the Highland Park Business Association for the Highland Park Music Festival July 15- July 17, 2016. Yeas (5), Nays (0), Absent (0).

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**ADJOURNMENT:**

Moved by Councilmember Lewis  
Supported by Councilmember McClary

To adjourn the meeting, motion carried meeting adjourned at 9:34 p.m.