



ROBERT BLACKWELL MUNICIPAL BUILDING  
12050 Woodward Avenue – Highland Park, Michigan 48203  
Telephone: 313 252-0050  
Carlton Clyburn, Council President  
Rodney Patrick, Council President Pro Tem  
Norma Lewis, Council Member District 1  
Kendrich Bates, Council Member District 2  
Derrick Armstrong, Council Member District 3

**Highland Park City Council  
Virtual City Council Meeting  
Monday, April 6, 2020  
7:00 p.m.**

**MISSION STATEMENT**

The Mission of the Highland Park City Council is to implement the City Charter and to make legislative decisions that provide for good government, public peace, health, safety and prosperity for the City.

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**AGENDA**

- I. Opening Ceremonies
- II. Roll Call
- III. Approval of Agenda

**CITIZENS PARTICIPATION:**

A citizen may speak for no more than two (2) minutes on any item which appears on this agenda.

**V. BID OPENING:**

RFP for Financial Audit Services (four 4 bids received)

- 1. Alan C. Young & Associates, P.C.
- 2. Rehmann
- 3. Yeo & Yeo
- 4. Gabridge & Company

**VI. CITY COUNCIL:**

- a. Virtual Public Meeting Policy (City Council)
- b. Instructions on how to attend the virtual meetings.

**VII. FINANCE:**

Resolution to extend the public hearing and adoption of the fiscal year 2021 budget not to exceed the last council meeting date of the current budget which would be June 15, 2020.

**VIII. TREASURER:**

Resolution to extend 2020 City of Highland Park Income Tax deadline.

**IX. ENGINEERING DEPT:**

Resolution authorizing the submission for Federal Aid funding from Wayne County Federal Aid Committee for FY 2023-STP-U road repair.

**X. CITY ADMINSTRATOR:**

- a. Resolution to repair sinkhole in DHHS parking lot.
- b. Engagement letter from Miller Canfield re: 2020 Capital Improvement Bonds.
- c. Engagement letter from Miller Canfield re: 2020 Waterworks System Limited Tax General Obligation Bonds.
- d. Resolution authorizing Notice of Intent re Act 94 requirements and declaration of intent to reimburse (Sewage Disposal System Improvements)
- e. Notice of Intent Resolution 2020 Capital Improvement Bonds (Limited Tax General Obligation).
- f. Notice of Intent Resolution 2020 Waterworks System Limited Tax General Obligation Bonds.
- g. Resolution authorizing Notice of Intent re: Act 94 requirements and declaration of Intent to reimburse (Water Supply System Improvements)

**COUNCIL AFFAIRS:**

**CITIZEN PARTICIPATION:**

A citizen may speak for no more than two minutes pertaining to any subject,

**ADJOURNMENT:**

Moved by \_\_\_\_\_ Supported by \_\_\_\_\_

## PURPOSE

To provide instructions to the general public for participating in **Virtual City Council Meetings** while authorized by law and/or administrative order.

## DEFINITIONS

- A. "Telecommunication" is defined as '*communication at a distance*' and includes all forms of remote or digitally delivered content.
- B. "Video Conference" is defined as a meeting in which participants in different locations are able to communicate with each other in sound and vision.
- C. Software is defined as something used or associated with and usually contrasted with hardware for the purpose of meeting a specific function or task.
- D. "Virtual" is carried out, accessed, or stored by means of a computer, especially over a network.
- E. "Hyperlink" is a shortcut that a user can click or select that navigates to internet content.
- F. "Stream" means to transmit or receive (data, especially video and audio material) over the Internet as a steady, continuous flow.

## INSTRUCTIONS

The City of Highland Park will provide a hyperlink on the official website (<https://www.highlandparkmi.gov>) at least 72 hours before the start of each council meeting held virtually. This link will contain step by step instructions on how to attend these virtual meetings. The City will utilize video conference software that is designed for the highest compatibility of devices (Personal Computers, Laptops, Tablets, Smartphones and/or a call in number). In addition, the website will contain step by step instructions on how to view and/or listen the meeting on the aforementioned devices.

The website will also contain a form that can be used to submit questions to the council before or during the virtual meeting. These questions will be read by a member of the Clerk's Office along with any other information normally requested during an in person public comment section. The City will make best efforts to ensure these meetings are held with minimal technological disruption in providing the live stream. The stream will also provide an option for closed captions during the stream.

If you are unable to utilize any of these options due to an impairment, please contact the City Clerk's office within 72 hours at 313-252-0050 ext 220.