

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

JUNE 3, 2015

Council convened at 6:06 p.m. with Council President Christopher Woodard presiding.

Present: Council Pro Tem Lewis, Councilmember Patrick, Councilmember McClary and President Woodard. (4)

Absent: Councilmember Moore (excused). (1)

A quorum being present, Council was declared in session.

The Clerk read the following notice.

I, Council President Woodard do hereby call a Special Meeting of the Highland Park City Council pursuant to Section 5-3 (b) of the Highland Park City Charter on Wednesday, June 3, 2015 at 6:30 p.m.

The purpose of the meeting:

- 1. Resolution to approve payment to Attorney Grigsby, for legal services rendered.**
- 2. Resolution to approve the adoption of a policy to create allowances for Commercial & Industrial Water accounts.**

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

**RESOLUTION TO APPROVE PAYMENT TO ATTORNEY CALVIN GRIGSBY
FOR LEGAL SERVICES RENDERED**

WHEREAS, Attorney Calvin Grigsby has provided 120 hours of legal services for the benefit of and on behalf of the City of Highland.

WHEREAS, Attorney Calvin Grigsby has not been paid for the above-referenced hours.

BE IT RESOLVED, THAT THE Highland Park City Council approves the payment of \$54,000 (Fifty-Four Thousand Dollars) to Attorney Calvin Grigsby.

That said payment is made and deemed an addendum to the current contract with Calvin Grigsby, Esq., of Grigsby & Associates, Inc. Yeas (3), Council Pro Tem Lewis, Councilmember Patrick and Council President Woodard. Nays (1) Councilmember McClary, Absent (1) Councilmember Moore.

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RESOLUTION ADOPTING THE COMMERCIAL/INDUSTRIAL WATER BILLING ALLOWANCE POLICY

Moved by Councilmember McClary
Supported by Council Pro Tem Lewis

BE IT RESOLVED, that the Highland Park City Council hereby adopts the attached policy that shall be incorporated herein and authorizes the City Administrator to oversee and carry out the policy.

The City Administrator is requesting to oversee the following based on the Highland Park Code of Ordinances Chapter 1040 Water:

Chapter 1040.25 Appeals

A person feeling aggrieved by the decision of the Superintendent of Water Works as to a charge for water may appeal to Council, but such appeal shall not suspend any of the provision of this chapter relation to the collection of such charges unless Council so orders.

The City is in process of preparing for the transfer of billing and operation and management of the Water Department to a third-party operator effective July 1, 2015.

Meter reads have been performed unless the conditions existed to prevent reads prior to June 1, 2015 and to assess the status of water meters and to provide an additional basis for the calculation of customer bills.

In order to provide for the transfer of operational control:

The City needs to do one or more of the following items to make allowances and address issues related to commercial and industrial water accounts.

- Send out final bills to close out current accounts
- Facilitate dispute resolution with problem accounts
- Perform a detailed review of customer water and sewer account histories, noting actual billings, estimated billings, various adjustments, payment and any other entries.
- Negotiate a settlement of all outstanding accounts
- Send accounts to collections

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

ADJOURNMENT:

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

To adjourn the meeting; motion carried meeting adjourned at 8:25 p.m.

CERTIFICATE

I, hereby certify that the attached is a true copy of the proposed minutes of the Special Meeting held on the 3rd day of June 2015 and that said proposed minutes are available for public inspections at the address designated on the posted public notice.



Brenda J. Green
City Clerk