

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

**SEPTEMBER 17, 2018**

Council convened at 7:02 p.m. with Council President Patrick presiding.

Present: Council Pro Tem McDonald, Councilmember Woodard, Councilmember Lewis,  
Councilmember Marshall 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 removal of items VII a. Yeas (5), Nays (0), Absent (0).

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**APPROVAL OF MINUTES**

Moved by Councilmember Lewis  
Supported by Councilmember Marshall

To approve the minutes of the Workshop and Regular meetings held August 20, 2018.  
Yeas (5), Nays (0), Absent (0).

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Moved by Councilmember Lewis  
Supported by Councilmember Marshall

To approve the minutes of the Workshop and Regular meetings held September 4, 2018.  
Yeas (5), Nays (0), Absent (0).

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**PUBLIC HEARING  
09-17-18 V**

The Clerk stated this was the place and time to hear comments from the public regarding the Fiscal Year 2019 City Engineering Department schedule of fees.

Moved by Councilmember Lewis  
Supported by Councilmember Woodard

To open the Public Hearing. Yeas (5), Nays (0), Absent (0). The Public Hearing was opened at 7:06 p.m.

There were no questions or comments.

Moved by Council Pro Tem McDonald  
Supported by Councilmember Marshall

To close the Public Hearing regarding the Fiscal Year 2019 City Engineering Department schedule of fees. Yeas (5), Nays (0), Absent (0). The Public Hearing was closed at 7:08 p.m.

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**CITY ENGINEERING  
09-17-18 VI**

The following resolution was submitted for approval.

**A RESOLUTION TO ADOPT THE CITY ENGINEERING DEPARTMENT SCHEDULE OF FEES AS REQUESTED BY THE CITY ENGINEERING DEPARTMENT**

Moved by Councilmember Lewis  
Supported by Councilmember Marshall

WHEREAS, pursuant to the Charter of the City of Highland Park Sections 7-10, 8-6, and 15-2 related to city engineering functions, schedule of fees, and department budgets and City of Highland Park Chapter 1022 and 1024 Ordinances; and

WHEREAS, the City Council shall receive and review the City Engineering Department's recommended schedule of fees for FY 2019; and

WHEREAS, the Highland Park City Council shall receive comments on the recommended schedule of fees from citizens at a duly advertised public hearing; and

WHEREAS, it is the intent of the City Engineering Department that schedule of fees shall adhere to the proposed budget funds for FY 2019; and

BE IT RESOLVED, all comments received from citizens at the duly advertised public hearing, are documented; and

RESOLVED FURTHER, after documentation of all comments received from citizens, that the City Engineering Department is authorized to take all necessary actions to give this resolution effect this 17th day of September 2018. Yeas (5), Nays (0), Absent (0).

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**COMMUNITY DEVELOPMENT  
09-17-18 VII**

The following resolution was submitted for approval.

**RESOLUTION TO APPROVE THE PILOT REQUEST BY WAYNE METRO**

Moved by Council Pro Tem McDonald  
Supported by Councilmember Marshall

**WHEREAS**, Wayne Metro has requested a 6% PILOT to assist with the development of the Roselawn Apartment Redevelopment;

**WHEREAS**, the Roselawn Apartment Redevelopment Project will provide low-income and market rate housing to fund the project;

**WHEREAS**, The Roselawn Apartment Redevelopment Project will provide low-income and market rate housing to residents, as well as contribute to the beautification of the area;

**NOW HEREBY BE IT RESOLVED THAT THE PILOT REQUEST BY WAYNE METRO BE APPROVED.** Yeas (5), Nay (0), Absent (0).

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**FINANCE  
09-17-18 VII**

Moved by Councilmember Woodard  
Supported by Council Pro Tem McDonald

To receive and file the monthly financial statement for August 31, 2018.

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**PUBLIC WORKS  
09-17-18 IX a**

The following resolution was submitted for approval.

**RESOLUTION TO ALLOW THE CONTINUED SOLICITATION OF QUOTES FOR  
PARKING LOT EXPANSION AT 13233 HAMILTON**

Moved by Councilmember Lewis  
Supported by Council Pro Tem McDonald

**WHEREAS**, the Sublease and Addendum #1 to the Sublease between the City of Highland Park ("Lessor") and the Department of Technology, Management & Budget ("Lessee") for

13233 Hamilton Avenue, Highland Park, Michigan being used by the Department of Health and Human Services ("DHHS"), provides the following on Notification and Lessor Obligations; and

**WHEREAS**, on August 30, 2018, Mayor Yopp received a Notice to Cure from Troy Bos, Project Manager, Lease Compliance Program, Real Estate Division, State of Michigan, Department of Technology, Management & Budget to "immediately increase motor vehicle parking to 330 spaces at 13233 Hamilton, Highland Park, MI"; and

**WHEREAS**, Article III, Paragraph 3.1(q), requires Lessor to provide "Paved, striped, illuminated, and common motor vehicle parking on the Leased premises for three hundred thirty (330) motor vehicles, including overnight parking for state-owned motor vehicles"; and

**WHEREAS**, the current motor vehicle parking spaces available for Department of Health and Human Services (DHHS), Highland Park, Lease #10218, is deficient 142 motor vehicle spaces; and

**WHEREAS**, the State of Michigan, Department of Technology, Management & Budget is giving the City of Highland Park 30 days from the August 30, 2018 Notice to Cure to identify a plan for addressing this critical Lease obligation in accordance with Article III, Paragraph 3.1(s) which states "...The Lessor shall have a reasonable period of time, not to exceed thirty (30) days after receipt of a detailed written notice from the Lessee, to cure any maintenance defect... "; and

**WHEREAS**, Article VI, Paragraph 5.15 of subject lease states "If Lessor fails to provide maintenance or complete the remodeling or construction, as found in paragraphs 3.1(s) and 3.7, the state may provide the required maintenance, or complete the required remodeling or construction, and deduct the costs from future rent consideration payments due the Lessor; and

**WHEREAS**, given Highland Park's limited time to reply, DPW began soliciting quotes to comply with the September 30, 2018 deadline mandated by the State of Michigan; and

**BE IT RESOLVED** by The City Council of the City of Highland Park: that DPW be allowed to continue the solicitation of quotes for parking lot expansion to the required 330 motor vehicle spaces. Yeas (5), Nays (0), Absent (0).

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**09-17-18 XI b**

The following resolution was submitted for approval.

**RESOLUTION TO APPROVE CONVERTING THE PROPERTY LOCATED AT 13321 HAMILTON (FORMERLY WILLARD ELEMENTARY SCHOOL) TO A PARKING LOT**

Moved by Councilmember Lewis  
Supported by Councilmember Marshall

**WHEREAS**, the Sublease and Addendum #1 to the Sublease between the City of Highland Park ("Lessor") and the Department of Technology, Management & Budget ("Lessee") for 13233 Hamilton Avenue, Highland Park, Michigan being used by the Department of Health and Human Services ("DHHS"), provides the following on Notification and Lessor Obligations; and

**WHEREAS**, on August 30, 2018, Mayor Yopp received a Notice to Cure from Troy Bos, Project Manager, Lease Compliance Program, Real Estate Division, State of Michigan, Department of Technology, Management & Budget to "immediately increase motor vehicle parking to 330 spaces at 13233 Hamilton, Highland Park, MI"; and

**WHEREAS**, Article III, Paragraph 3.1(q), requires Lessor to provide "Paved, striped, illuminated, and common motor vehicle parking on the Leased premises for three hundred thirty (330) motor vehicles, including overnight parking for state-owned motor vehicles"; and

**WHEREAS**, the current motor vehicle parking spaces available for Department of Health and Human Services (DHHS), Highland Park, Lease #10218, is deficient 142 motor vehicle spaces; and

**WHEREAS**, Article VI, Paragraph 5.15 of subject lease states "If Lessor fails to provide maintenance or complete the remodeling or construction, as found in paragraphs 3.1(s) and 3.7, the state may provide the required maintenance, or complete the required remodeling or construction, and deduct the costs from future rent consideration payments due the Lessor; and

**WHEREAS**, the City-owned lot at 13321 Hamilton (formerly the Willard Elementary School site) can be converted to a parking lot to satisfy the 330 parking spaces required by the lease with the State of Michigan; and

**BE IT RESOLVED** by The City Council of the City of Highland Park that DPW be allowed to convert the lot at 13321 Hamilton (formerly Willard Elementary School site) to a parking lot to satisfy the 330 parking space required by the lease with the State of Michigan. Yeas (5), Nays (0), Absent (0).

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## **COUNCIL AFFAIRS**

Moved by Council Pro Tem McDonald  
Supported by Councilmember Lewis

To hold a Special Meeting/Closed Session Tuesday September 25, 2018 at 6:00 p.m.  
Yeas (5), Nays (0), Absent (0).

## **ADJOURNMENT**

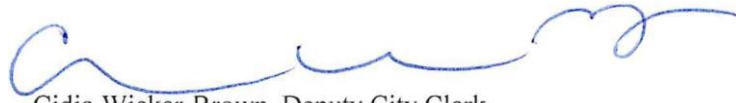
Moved by Councilmember Lewis

Supported by Council Pro Tem McDonald

To adjourn the meeting, motion carried, meeting adjourned at 7:59 p.m.

**CERTIFICATE**

I, hereby certify that the attached is a copy of the proposed minutes of the Regular Meeting held the 17<sup>th</sup> day of September, 2018 and that said proposed minutes are available for public inspection at the address designated on the posted public notice.



Cidia Wicker-Brown, Deputy City Clerk