

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

**JANUARY 21, 2020**

Council convened at 7:07 p.m. with Council President Clyburn presiding.

Present: Council Pro Tem Patrick, Councilmember Bates, Councilmember Armstrong and Council President Clyburn (4).

Absent: Councilmember Lewis (1) excused.

A quorum being present, Council was declared in session.

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**APPROVAL OF AGENDA**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

To approve the agenda with the removal of item VIIa. Yeas (4), Nays (0), Absent (1) Councilmember Lewis.

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**APPROVAL OF MINUTES**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

To approve the minutes of the Workshop Meeting held December 16, 2019. Yeas (4), Nays (0), Absent (1) Councilmember Lewis.

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Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

To approve the minutes of the Regular meeting held December 16, 2019. Yeas (4), Nays (0), Absent (1) Councilmember Lewis.

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**30<sup>th</sup> DISTRICT COURT  
01-21-20 V**

The following resolution was submitted for approval.

Moved by Councilmember Bates  
Supported by Council Pro Tem Patrick

WHEREAS, the State of Michigan, created the mental health court statute in December 2013. The statute provides authority for the trial courts to develop and operate mental health courts statewide. Specifically, MCL 600.1090(e)(ii) guides courts in program implementation by adhering to the *Essential Elements of a Mental Health Court*,

WHEREAS, the 30<sup>th</sup> District Court for the City of Highland Park applied to the Michigan Supreme Court through its administrative office for grants funds in order to implement a mental health docket, called "Mentally There" at the 30 District Court,

WHEREAS, there is a need to offer a program that could give intensive services to those with mental health issues, as the 30<sup>th</sup> District Court is presently servicing approximately 120 non-violent misdemeanants of which approximately 20% have been diagnosed with a mental health illness, serious emotional disturbance or a developmental disability.

WHEREAS, the 30<sup>th</sup> District Court has received notification from the Michigan Supreme Court, State Court Administrative Office, advising of its intent to reimburse the amount of \$37,307.00, in order to fund implementation of the "Mentally There" docket at the 30<sup>th</sup> District Court for the 2019-2020 fiscal year, and

WHEREAS, the City and the Court recognizes the increase of those with a diagnosed mental illness entering the criminal justice system, along with the need to offer these intensive services in our community to assist with recidivism, lessen our jail population, decrease negative police contact and protect the community,

BE IT FINALLY RESOLVED, that the Highland Park City Council hereby authorizes the appropriate City officials to do all things necessary to accept the award of Michigan Supreme Court, State Court Administrative Office, Grant #18236, for fiscal year 2020, in the amount of \$37,307.00 as well as any subsequent fiscal years that these funds remain available from the grantor. Yeas (4), Nays (0), Absent (1) Councilmember Lewis.

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**ADMINISTRATION**  
**01-21-20 VI a**

The following resolution was submitted for approval.

**RESOLUTION OF RE-APPOINTMENT TO THE RECREATION COMMISSION**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

WHEREAS, in accordance with Chapter 262 of the City Ordinance, the City established a Recreation Commission to oversee the policies & procedures of the Recreation Department; and

WHEREAS, in accordance with Chapter 262.01 the Commission is to consist of 5 residents of the City

of Highland Park appointed by the Mayor; and four vacancies exist; and

**WHEREAS**, the appointments of the Recreation Commission are subject to Council approval; and

**WHEREAS**, the Administration is seeking four appointments to improve, redevelop and grow the recreation department by increasing Senior, Youth and Community programing.

**NOW, THEREFORE, BE IT RESOLVED**, that the Highland Park City Council approves the Mayoral appointments for the Recreation Commission as follows:

Haskell Posey	term ending January 30, 2023
Temeko Manica	term ending January 30, 2023
Reggie McKenzie	term ending January 30, 2023
Glen Washington	term ending January 30, 2023

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

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**01-21-20 VI b**

The following resolution was submitted for approval.

**RESOLUTION OF APPOINTMENT TO THE TAX INCREMENT FINANCE AUTHORITY BOARD**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

**WHEREAS**, The City of Highland Park has established a Tax Increment Financing Authority; and

**WHEREAS**, in accordance with the TIFA District Ordinance, the Board is to consist of seven members appointed by the Mayor; and three vacancies exist; and

**WHEREAS**, the Mayor seeks the appointment of the following persons subject to Council approval; and

**WHEREAS**, the Administration is seeking to improve, redevelop and grow the economic development in the City; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Highland Park City Council approves the Mayoral appointments for the TIFA Board as follows:

Kaci Jackson	term ending January 30, 2023
Jelani Karamoko	term ending January 30, 2022
Sophia Johnson-Parks	term ending January 30, 2021

After discussion between Council and Mayor Yopp

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

To table the above item Yeas (4), Nays (0), Absent (1) Councilmember Lewis.

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**COMMUNITY DEVELOPMENT  
01-21-20 VII**

The following resolution was submitted for approval.

**RESOLUTION TO AMEND CONTRACT AND APPROVE PAYMENT TO HOME TEAM AN  
ADDITIONAL AMOUNT OF \$53,475.00**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

**WHEREAS**, on October 2, 2018, the City of Highland Park entered into a Contractor Agreement with Home Team Highland Park, LLC, for the renovation and sale of the following properties located in and owned by the City of Highland Park: 116-118 Pilgrim, 170 Moss, 200 Puritan, and 153 Eason; and

**WHEREAS**, the terms and conditions of the Contractor Agreement, which was approved by Council on November 19, 2018, were pursuant to the NSP Request for Proposals for Single- Family Development/Repair; and

**WHEREAS**, the amount of the original bid was \$117,616.25 for the renovation of all four properties, which amount was paid to Home Team in March of 2019; and

**WHEREAS**, additional renovations beyond the original scope were discovered to properly renovate the properties and make them marketable for sale, which amounts to an additional cost of \$53,475.00; and

**WHEREAS**, the City of Highland Park currently needs to be but is not in good standing with the Michigan State Housing Development Authority (MSHDA) due to its noncompliance with NSP related to the properties that remain unsold; and

**WHEREAS**, the sale of these properties is imperative, not only for the ongoing development of the City of Highland Park, but to avoid continued noncompliance with NSP provisions; and;

**WHEREAS**, the sale of the properties will generate enough to offset the additional monies requested by Home Team without accessing additional City funds, and;

**WHEREAS**, the payment would require an amendment to the existing contract to allow for

this change.

**NOW, THEREFORE, BE IT RESOLVED**, that City Council approves amendment of the contract and payment to Home Team an additional amount of \$53,475.00 for performing additional, unforeseen renovations, to be taken from the \$110,000 sale of 153 Eason. Yeas (4), Nays (0), Absent (1) Councilmember Lewis.

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**FINANCE  
01-21-20 VIII**

The monthly financial statement for December 31, 2019 was received and filed.

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**POLICE  
01-21-20 IX**

The following resolution was submitted for approval.

**RESOLUTION TO APPROVE THE COLLECTIVE BARGAINING AGREEMENT  
BETWEEN THE CITY OF HIGHLAND PARK AND THE HIGHLAND PARK POLICE  
COMMAND OFFICERS ASSOCIATION – TEAMSTERS LOCAL 214**

Moved by Councilmember Bates  
Supported by Council Pro Tem Patrick

**WHEREAS**, the Highland Park Police Command Officers Union is recognized by the City to represent the City's Police Command Officers Association, Teamsters Local 214; and

**WHEREAS**, the parties' current Collective Bargaining Agreement (CBA) expired June 30, 2019; and

**WHEREAS**, the parties, after substantial negotiations, have agreed to extend the CBA through June 30, 2021, under the terms and conditions set forth in the attached Agreement.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council approves the Agreement and the contents thereof. Yeas (4), Nays (0), Absent (1) Councilmember Lewis.

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**PUBLIC WORKS  
01-21-20 X**

The following resolution was submitted for approval.

**RESOLUTION TO COMPLETE HIGHLAND PARK CITY HALL OFFICE RENOVATIONS**

Moved by Councilmember Bates  
Supported by Council Pro Tem Patrick

**WHEREAS**, in 2019, the City approved a resolution to renovate the offices on the first floor of Highland Park City Hall; and

**WHEREAS**, that project was successfully completed and came in under budget; and

**WHEREAS**, the project will now move to the completion of the second floor of City Hall; and

**WHEREAS**, there are sufficient funds to complete the second floor renovations with the same contractors that were solicited and approved for Phase 1 (1st floor); and

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Highland Park approves the renovation of the second floor of Highland Park City Hall for a cost not to exceed \$19,500. Yeas (4), Nays (0), Absent (1) Councilmember Lewis.

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**TREASURER**  
**01-21-20 XI a**

The following resolution was submitted for approval.

**RESOLUTION TO ADOPT POVERTY EXEMPTION GUIDELINES FOR HIGHLAND PARK BOARD OF REVIEW**

Moved by Councilmember Bates  
Supported by Council Pro Tem Patrick

**Whereas**, the homestead of persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute to the public charges, is eligible for exemption in whole or part from taxation under MCL 311.7u; and

**Whereas**, one of the provisions of PA 620 of 2002 is that local governing bodies are required to set income levels for their poverty exemption guideline and those levels SHALL NOT BE SET LOWER by a city than the federal poverty guidelines updated annually by the U.S. Department of Health and Human Services; and

**NOW THEREFORE**, pursuant to MCL 211.7u, the City of Highland Park, Wayne County adopts the following guidelines for the City of Highland Park Board of Review to implement.

To be eligible for a poverty exemption a person shall annually:

1. Own and occupy the property as a homestead as required by law.
2. File the approved form provided by the City of Highland Park.
3. Provide evidence of ownership.
4. Submit copies of federal and state income tax returns for all persons residing in the homestead as well as copies of any property tax credit returns, as required by law.
5. The Board of Review may require proof of identification it feels it is necessary.

6. The household income (including all persons residing in the homestead) shall meet the federal poverty income standards as defined and determined annually by the United States Office of Management and Budget. In cases where household income of a property as herein defined exceeds \$10,000, but meets the federal standard, the assessment shall be adjusted so the out-of-pocket property tax, as best estimated based on the previous year's millage rate and after deducting the applicable state property tax refund, equals five percent (5%) of the household income. In cases where the household income meets the federal standard but is less than \$10,000, the assessment shall be adjusted so the out-of-pocket property tax, as best estimated based on previous year's millage rate and after deducting applicable state property tax refunds, equal three and a half percent (3.5%) of the household income.
7. Income included as household income shall be from any and all sources and shall include all dependents' and occupants' income including, but not limited to, types such as salary, state or federal aid, alimony, social security, pension and insurance benefits, return on investments and savings and any other forms of compensation received.
8. The total of all liquid assets, not including the homestead, shall not exceed \$5,000.
9. The Board of Review may waive the income limits for household with greater incomes but who have expenses beyond the ordinary scope of expected costs which are severe and unavoidable, such as unusually high health care costs not covered by insurance. In such catastrophic scenarios, the state equalized value may be reduced to zero (0).
10. In cases where the Board of Review deviates from the income limits for substantial and compelling reasons, such as described above in number 9, these reasons will be noted on the petition and communicated in writing to the claimant. Such reason will be properly documented.
11. In no case will the Board of Review approve an assessment reduction without the necessary and required documentation.
12. In the case of a poverty appeal, a copy of the petition and supporting documentation will be kept in a separate file and provided on request to any interested member of the public

**BE IT FURTHER RESOLVED THAT**, the federal poverty household income guidelines stated in Item #6 above and adopted by the City of Highland Park Council Members for use by the City of Highland Park Board of Review for assessment in 2020 and years going forward shall be the federal poverty income standards as defined and determined by the United States Office of Management and Budget, as it may change from year to year, and be published annually by the Michigan State Tax Commission. Yeas (4), Nays (0), Absent (1) Councilmember Lewis.

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**01-21-20 XI b**

The following resolution was submitted for approval.

**RESOLUTION TO WAIVE PENALTIES FOR FAILURE TO FILE PROPERTY TRANSFER  
AFFIDAVITS**

Moved by Councilmember Bates  
Supported by Council Pro Tem Patrick

**Whereas**, the City of Highland Park is aware that Michigan statute, MCL 211.27 a(LO) requires the buyer, grantee or other transferee of a property to notify the appropriate assessing office within 45 days when a transfer of ownership occurs, and

**Whereas**, MCL 211.27a(10) further requires that such notification be made on a form prescribed by the State Tax Commission, commonly known as a Property Transfer Affidavit (form 2766 or L-4260), and

**Whereas**, the City is aware that MCL 211.27b(1)(c) and (d) provides for specific penalties to be levied if the appropriate assessing office is not notified within 45 days, and

**Whereas**, MCL 211.27b(5) allows the governing body to waive, by resolution, the penalty levied under subsection (1)(c) or (d), and

**Whereas**, the City of Highland Park Assessing Office has procedures in place to notify the buyer, grantee or transferee of a property when the Property Transfer Affidavit has not been filed, and

**Whereas**, the City of Highland Park has determined the cost to administer and collect the penalty, then share collected penalties with other taxing jurisdictions outweighs the benefit, and

**Whereas**, the City finds the collection of penalties is unnecessary.

**Now Therefore Be It Resolved** the Council Members of the City of Highland Park, as provided in MCL 211.27b(5), waives the collection of penalties under subsections (1)(c) or (d), and

**Also Therefore Be It Resolved** that any resolution, policy or directive in conflict with this Resolution is hereby repealed. Yeas (4), Nays (0), Absent (1) Councilmember Lewis.

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## **WATER**

### **01-21-20 XII a**

The following resolution was submitted for approval

#### **A RESOLUTION REQUESTING THE PUBLIC ADVERTISEMENT FOR PURPOSES OF RECEIVING CONSTRUCTION BIDS FOR THE FY2020 SINKHOLE REPAIR AND SEWER REHABILITATION, FLOW METER STUDY, AND CCTV AND CLEANING PROJECTS AS FUNDED BY THE STATE REVOLVING FUND (SRF)**

Moved by Councilmember Bates

Supported by Council Pro Tem Patrick

WHEREAS, it is necessary for the City of Highland Park Water Department to repair and rehabilitate various sewer infrastructure, repair existing sinkholes caused by sewer defects, continue the flow metering study, and CCTV and clean additional sewer; and

WHEREAS, the City Council has reviewed and approved the FY2020 SRF Project Plan Application; and

WHEREAS, it is the intent of the Water Department Director that when funds are awarded by the State of Michigan Department of Treasury to begin construction in the Spring of 2020; and



BE IT RESOLVED, the City of Highland Park City Water Department requests to publicly advertise the FY2020 Sinkhole Repair and Sewer Rehabilitation, Flow Meter Study, and CCTV and Cleaning projects for purposes of soliciting construction bids, on Wednesday, January 29<sup>th</sup>, 2020. Yeas (4), Nays (0), Absent (1) Councilmember Lewis.

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**01-21-20 XII b**

The following resolution was submitted for approval

**A RESOLUTION REQUESTING THE PUBLIC ADVERTISEMENT FOR PURPOSES OF RECEIVING CONSTRUCTION BIDS FOR THE FY2020 WATER MAIN AND LEAD LINE REPLACEMENT PROJECT AS FUNDED BY THE DRINKING WATER REVOLVING FUND (DWRF)**

Moved by Councilmember Bates  
Supported by Councilmember Woodard

WHEREAS, it is necessary for the City of Highland Park Water Department to address water main improvements identified in the 2016 MDEQ (EGLE) Violations Notice and Administrative Consent Order; and

WHEREAS, the City of Highland Park previously received a Significant Deficiency Violation Notice from EGLE on April 11, 2016 regarding the existing water infrastructure; and

WHEREAS, the City of Highland Park previously received a Lead and Copper Monitoring – Action Level (AL) Exceedance letter from EGLE on July 12, 2019 regarding the community water supply’s 90th percentile value exceeding the action level for lead during the most recent round of lead and copper monitoring between June and September 2019; and

WHEREAS, as a result of exceeding the lead Action Level (AL) the City of Highland Park is required under the administrative rules promulgated under the Michigan Safe Drinking Water Act, 1976 PA 399, as amended (Act 399) to meet additional requirements including water quality parameter monitoring, source water monitoring, corrosion control treatment, and public education, as well as being mandated to replace a higher percentage of lead service lines; and

WHEREAS, the City Council has reviewed and approved the FY2020 DWRF Project Plan Application as submitted to EGLE; and

WHEREAS, it is the intent of the Water Department Director that when funds are awarded by the State of Michigan Department of Treasury to begin construction in the Spring of 2020; and

BE IT RESOLVED, the City of Highland Park City Water Department requests to publicly advertise the 2020 Water Main and Lead Line Replacement project for purposes of soliciting construction bids, on Wednesday, January 29<sup>th</sup>, 2020. Yeas (4), Nays (0), Absent (1) Councilmember Lewis.

## **COUNCIL AFFAIRS**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Armstrong

To return Mayor Yopp addressing City Council to the council agenda. Yeas (4), Nays (0), Absent (1)  
Councilmember Lewis.

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## **ADJOURNMENT**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

To adjourn the meeting, motion carried, meeting adjourned at 8:00 p.m.

**CERTIFICATE**

I, hereby certify that the attached is a copy of the minutes of the Regular Meeting held the 21<sup>st</sup> of January 2020 and that said minutes are available for public inspection at the address designated on the posted public notice.



Cidia Wicker-Brown, Deputy City Clerk