

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

**FEBRUARY 18, 2013**

**Council convened at 7:05 p.m. with Council President Christopher Woodard presiding.**

**Present: Council Pro-Tem Lewis, Councilmember Moore, Councilmember Patrick,  
Councilmember McClary and Council President Woodard (5).**

**Absent: None (0).**

**A quorum being present, Council was declared in session.**

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**APPROVAL OF AGENDA:**

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

**To approve the agenda as presented. Yeas (5), Nays (0), Absent (0).**

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**02-18 - I**

**PUBLIC HEARING:**

**The Clerk stated this was the place and time to hold a public hearing to seek citizen input on the 2012-2013 Community Development Block Grant Program (CDBG).**

**Notice is hereby given to the residents of the City of Highland Park that a Public hearing will be held to seek citizen input of the 2012-2013 Community Development Block Grant Program (CDBG). The CDBG Program under Title 1 of the Housing and Community Development Act of 1974 provides citizens the opportunity to participate in the preparation of the City's application for CDBG funding by discussing City needs and expressing preferences on proposed activities. Activities funded by CDBG must meet at least one of the following three criteria:**

- 1. Benefit low to moderate income persons.**
- 2. Address slum and blight.**
- 3. Meet an urgent need.**

**Totals funds anticipated to be allocated for the City of Highland Park for the 2012-2013 CDBG Year are to be approximately \$244,000. An additional \$30,000 in County-wide funds will be requested for Housing Rehabilitation.**

**Public Facility Improvements- \$129,000**

**Funds will be utilized for the repair of public facility infrastructure.**

**Housing Rehabilitation - \$89,600**

**Funds will be given to citizens for single home repairs.**

**Administration (up to 10% of total allocation) - \$24,400**

**Monies to administer the CDBG program throughout the calendar year.**

**In addition, the City of Highland Park will be requesting \$30,000 from the County-wide Housing Rehabilitation Fund.**

**Program Income is often generated from the Housing Rehabilitation Program as houses sell and loans are repaid. We do not expect any Program Income to be generated during the 2012-2013 Program Year. However, if Program Income is generated, it will be allocated back to the Housing Rehabilitation Program to assist additional homeowners.**

**Director of CED, Sandy McDonald addressed any concerns and questions that the audiences and council had.**

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

**To close the Public Hearing. Yeas (5), Nays (0), Absent (1).**

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**Wayne County Commissioner, Martha G. Scott presented several Police officers certificates of appreciations.**

**\*\*\***

**02-18-II**

**TABLED ITEMS:**

**Moved by Councilmember Patrick  
Supported by Councilmember Moore**

**To continue the tabling of the offer to purchase for Juan Shannon, Bishop Evans and Academic Enterprise Inc. Yeas (5), Nays (0), Absent (0).**

**02-18-III**

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

**To remove the following item from the table. Yeas (5), Nays (0), Absent (0).**

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

**RESOLUTION**

**TO APPROVE DEFICIT ELIMINATION PLAN IN ACCORDANCE WITH  
PUBLIC ACT 140 OF 1971 and NUMBERED LETTER 2012-1; DEFICIT  
ELIMINATION PLANS**

**WHEREAS, the Glenn Steil Revenue Sharing Act of 1971, Public Act 140 of 1971,  
Section 21 (2), states that units of local government that end their fiscal year in a deficit  
condition shall formulate a deficit elimination plan and said plan shall be filed with the  
Department of Treasury for evaluation and certification; and**

**WHEREAS, the City of Highland Park' plan shall address the deficits within the  
June 30, 2012 Audited Financial Statement along with a plan to eliminate said deficit  
within the required time frame; and**

**WHEREAS, the City is proposing a plan to eliminate deficit's within the Water and  
Sewer Fund, CDBG Fund, NSP 1 Fund and Federal Grants Fund;**

**NOW, THEREFORE, BE IT RESOLVED that the Highland Park City Council  
hereby accepts the proposed plan for submission to the State of Michigan;**

**BE IT FINALLY RESOLVED that a copy of this resolution become a part of the  
official records of the City of Highland Park. Yeas (5), Nays (0), Absent (0).**

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**02-18-IV**

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

**To remove the following resolution from the table. Yeas (5), Nays (0), Absent (0),**

**BE IT RESOLVED** that the Highland Park City Council hereby confirms the appointment of Mr. Jamal Thomas, a Highland Park resident, to the Planning Commission. His term will expire on June 30, 2016.

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

**To approve the above resolution Yeas (5), Nays (0), Absent (0).**

**\*\*\***

**ADMINISTRATION:**

**02-18-V**

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

**RESOLUTION TO CHANGE THE APPOINTMENT OF STREET  
ADMINISTRATOR FOR THE CITY OF HIGHLAND PARK**

**WHEREAS, the City of Highland Park, a recipient of Act 51 Funds, is currently without a Street Administrator; and**

**WHEREAS, Act 51 of 1951 requires the designation of a street administrator in each city that is a recipient of Act 51 funds; and**

**WHEREAS, Gerrajh Surles has the experience and qualifications to effectively carry out the responsibilities of the street administrator, as outlined in Act 51; now**

**BE IT RESOLVED** that Gerrajh Surles be appointed as Street Administrator for the City of Highland Park. Yeas (5), Nays (0), Absent (0).

**\***

**02-18-VI**

**The following request was submitted by the DPW Director, Gerrajh Surles.**

**Re: Lease of Street Sweeper/Catch Basin Cleaner**

**As a part of the Capital Preventive Maintenance Program currently being developed for the Department of Public Works, it has become apparent that preventive efforts must commence and should include maintenance of the deteriorating storm drainage system in order to preserve the City's roadway systems. Subsequently, DPW is**

approval of a 1 year lease of a street-sweeper/catch basin cleaner with options for extension.

According to previous correspondence with Lori Cole, Financial Specialist with MDOT's Financial Operations Division, the cleaning/clearing of storm drains/catch basin due to flooding is an allowable Act 51 expenditure. Furthermore, on November 15<sup>th</sup>, Wendy Thomas of Plante-Moran reported that the City has received in total, \$196,756 in Act 51 revenues for the current fiscal year, of which \$152,946.54 is allocated for Major Streets and \$43,809.86 is allocated for Local Streets. These funds can be used to lease the equipment necessary to support a planned strategy of cost-effective treatments to the existing roadway system and their appurtenances that preserves the roadway system, retards future deterioration, and maintains or improves the functional condition of the roadway system. Based on MDOT's Schedule C Equipment Rental Rates, DPW has determined the following: "Street sweepers- self propelled with curb brushes and pickup attachment-classified by capacity of hopper (section 83.240-4 CYD minimum at an hourly rate of \$90.66); Leaf cleaners (section 83.301-complete unit for catch basins and leaf pickup, including vacuum cleaner and storage box, truck not included-at an hourly rate of \$46,40); Subsequently, revenue generated from ACT 51 activities is as follows:

$\$137.86/\text{hr} \times 8 \text{ hrs/day} \times 3 \text{ days/week} \times 52 \text{ weeks} = \$172,049.28$  year of lease (amount earned by City from equipment only)

$\$8,900/\text{month} \times 12 \text{ months} = \$106,800/\text{year}$  of lease (amount paid by City)

DPW is requesting that the aforementioned funds be used to procure a lease on a street-sweeper/catch basin cleaner and secure insurance for the duration of the lease agreement so that this department can commence preventative maintenance activities that will protect roadway pavement from flooding and decrease the current rate of deterioration.

Due to the specifications of the product needed to perform preventive roadway maintenance including both street sweeping and catch basin cleaning, there are a limited number of local leasing companies. The company that was found to offer the desired product is Bell Equipment Company.

**Bell Equipment Company**

Used Elgin Whirlwind \$8,900.00/month

Bell Equipment Company submitted the monthly lease rate has the equipment available and provided all necessary paperwork.

DPW is recommending that Bell Equipment Company is awarded the lease contract for the street-sweeper/catch-basin cleaner due the technical performance of their product, favorable history in relationship to previous equipment leases, and on the basis of best overall value to the city.

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

**To approve the recommendation of DPW that Bell Equipment Company be awarded the lease contract for the street-sweeper/catch-basin cleaner. Yeas (5), Nays (0), Absent (0).**

**\*\*\***

**COMMUNITY DEVELOPMENT:**

**02-18-VII**

**The following communication was received from the Director.**

**Re: Offer to purchase**

**Shelia D. Collins lives at 131 Church which is a city property. She has responded to a letter given to her by the legal department for her to purchase the property at 131 Church or vacate the premises by a court of law. We have reviewed her standing with the city and she is in good standing as of February 13, 2013. We need the City Council to state that they will sell city owned property for year of taxes or 2 years of taxes and be in good standing with the water department.**

**Garnet B. Stallings and Wanda F. Jones would like to purchase 219 Avalon, 225 Avalon and a vacant lot 27 Avalon. Bob Hudson has written a rehab agreement with Mr. Stallings and he has agreed to bring the property up to code within a reasonable period of time. He will pay \$1500.00 for each property. \$500 dollars for administration cost \$1,000 dollar for deposit and \$250 dollars for the vacant lot. If rehab is completed in a timely manner agreed beforehand the deposit will be reimbursed to Mr. Stallings and Ms. Jones. The total price will be \$3,250.00.**

**Moved by Councilmember McClary  
Supported by Council Pro tem Lewis**

**WHEREAS, the properties located at 131 Church is owned by the City of Highland;  
and**

**WHEREAS, the City of Highland Park passed the ordinance allowing for  
residential structures sale; and**

**WHEREAS, Shelia D. Collins meets the criteria approved by the City Council for  
the structure sale program; and**

**WHEREAS, Shelia D. Collins agrees to comply with the provisions of the  
rehabilitation agreement program and the city ordinance regarding such purchase; and**

**NOW HEREBY BE IT RESOLVED that the Highland Park City Council approves the sale of 131 Church. Yeas (5), Nays (0), Absent (0)**

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

**WHEREAS, the properties located at 219 Avalon and 225 Avalon are owned by the City of Highland Park; and**

**WHEREAS, the City of Highland Park passed the ordinance allowing for residential structures sale; and**

**WHEREAS, Garnet Stallings and Wanda Jones will meet the criteria approved by the City Council for the structure sale program; and**

**WHEREAS, Garnet Stallings and Wanda Jones agrees to comply with the provisions of the rehabilitation agreement program and the city ordinance regarding such purchase; and**

**NOW HEREBY BE IT RESOLVED that the Highland Park City Council approve the sale of 219 Avalon and 225 Avalon at the cost of \$3,000.00. Yeas (5), Nays (0), Absent (0).**

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

**WHEREAS, the property located 217 Avalon, Highland Park, Michigan is owned by the City of Highland Park; and**

**WHEREAS, the City of Highland Park passed an ordinance allowing for the sale of vacant lots owned by the City of Highland Park upon the satisfaction of certain requirements outlined in the ordinances; and**

**WHEREAS, Garnet Stallings and Wanda Jones expressed an interest in purchasing the above referenced property and it has been determined that the proposed purchaser meets the criteria approved by the City Council for the vacant lot program; and**

**WHEREAS, Garnet Stallings and Wanda Jones agrees to remain in compliance with the provisions of the single lot program and all city ordinances regarding such purchase; and now therefore**

**BE IT RESOLVED THAT THE Highland Park City Council approves the sale of 217 Avalon, Highland Park, Michigan to Garnet Stallings and Wanda Jones for the cost of Two Hundred Fifty Dollars (\$250.00). Yeas (5), Nays (0), Absent (0).**

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**LEGAL**

**02-18-VIII**

**The following resolution was received from Legal.**

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

**RESOLUTION**

**BE IT RESOLVED, that the Highland Park City Council shall hold a closed session pursuant to Public Act No. 267 of 1976, 15.268, Sec 8 (e) to discuss pending litigation in the matters of Brenda Perkins et al. v City of Highland Park et al, Case No 12-000558-CD, Wayne County Circuit Court and Highland Park v. Beal Properties, LLC, Case No. 12-011688-AW, Wayne County Circuit Court; AND BE IT**

**FURTHER RESOLVED that the closed session shall be held on Wednesday, February 20, 2013 at 6:30 p.m. Yeas (5), Nays (0), Absent (0).**

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**RECREATION:**

**02-18-IX**

**The Clerk submitted the Facility Rental application from the Reggie McKenzie Foundation to use Ernest T. Ford Recreation Center February 2, 2013 thru May 17, 2013.**

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

**To approve the request from Reggie McKenzie Foundation to use Ernest T. Ford Recreation Center February 2, 2013 thru May 17, 2013. Yeas (5), Nays (0), Absent (0).**

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**02-18-X**

**The Clerk submitted the Facility Rental application from D & S League to use Ernest T. Ford Recreation Center March 2, 2013 thru May 25, 2013 on Saturday's only.**



**Moved by Councilmember McClary  
Supported by Councilmember Moore**

**To approve the request from D & S League to use Ernest T. Ford Recreation Center March 2, 2013 thru May 25, 2013 on Saturday's only. Yeas (5), Nays (0), Absent (0).**

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**02-18-XI**

**The Clerk submitted the Facility Rental application from Metropolitan Detroit Golden Gloves to use Ernest T. Ford Recreation Center on March 1, 2013.**

**\*Councilmember McClary requested to abstain.**

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

**To approve Councilmember McClary request to abstain. Yeas (4), Nays (0), Nays (0).**

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

**To approve the request from Metropolitan Detroit Golden Gloves to use Ernest T. Ford Recreation Center on March 1, 2013. Yeas (4), Nays (0), Absent (0), Abstain (1) Councilmember McClary.**

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**CITY COUNCIL AFFAIRS:**

**02-18-XII**

**The following request was submitted by Council Pro Tem Lewis.**

**According to the Highland Park City Charter, Section 4-10 (10) VACANCIES IN OFFICE that states in the case of a Councilmember absence from six (6) consecutive regular meetings of the council, unless such absence be excused by a majority of the council other than councilmember involved.**

**I am requesting two (2) months of approved absence to be effective February 25, 2013 thru April 25, 2013 due to medical reasons. I am also, requesting that Council member Patrick fills in on the Water Review Board during my absence.'**

**Your approval would be greatly appreciated.**

**Council Pro Tem Lewis requested to abstain.**

**Moved by Councilmember Moore  
Supported by Councilmember Patrick**

**To approve Council Pro Tem Lewis abstention. Yeas (4), Nays (0), Absent (0),  
Abstain (1)**

**Moved by Councilmember McClary  
Supported by Councilmember Patrick**

**To approve Council Pro Tem Lewis request to be excused for two (2) months of  
absence to be effective February 25, 2013 thru April 25, 2013. Yeas (4), Nays (0), Absent  
(0).**

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**The following motion was made by Council Pro Tem Lewis.**

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

**To remove Collette Ramsey, former Executive Assistant to Mayor Windom name  
from the list to sign deeds and ALL documents on behalf of the City of Highland Park.  
Yeas (5), Nays (0), Absent (0).**


**ADJOURMENT:**

**Moved by Councilmember McClary  
Supported by Councilmember Patrick**

**To adjourn the meeting, motion carried meeting adjourned at 9:08 p.m.**

**CERTIFICATE**

**I, hereby certify that the attached is a copy of the proposed minutes of a Regular Meeting held on the 18th day of February, 2013 and that said proposed minutes are available for public inspection at the address designated on the posted public notice.**

  
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**Brenda J. Green, City Clerk**