

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

**FEBRUARY 16, 2021**

Council convened at 7:04 p.m. with Council President Clyburn presiding.

Present: Council Pro Tem Patrick remotely from Highland Park, MI; Councilmember Jackson remotely from Highland Park, MI; Councilmember Bates remotely from Highland Park, MI; Councilmember Armstrong remotely from Highland Park, MI, and Council President Clyburn remotely from Highland Park, MI (5).

Absent: (0).

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 Armstrong

To approve the agenda with the removal of item V Bid Opening and VII c resolution to establish Marijuana Regulatory Commission from City Council. Yeas (5), Nays (0), Absent (0).

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**APPROVAL OF MINUTES**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

To approve the minutes of the Virtual Workshop Meeting held February 1, 2021. Yeas (5), Nays (0), Absent (0).

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Moved by Council Pro Tem Patrick  
Supported by Councilmember Jackson

To approve the minutes of the Virtual Regular Meeting held February 1, 2021. Yeas (5), Nays (0), Absent (0).

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**ADMINISTRATION**  
**02-16-21 V**

The following resolution was submitted for approval.

**RESOLUTION TO SUBMIT A CORRECTIVE ACTION PLAN  
FOR THE JUNE 30, 2020 FISCAL YEAR**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

**WHEREAS**, City Council received the June 30, 2020 audit with noted deficiencies as explained and presented by the auditor,

**WHEREAS**, the Michigan Department of Treasury requires a corrective action plan with regard to the deficiencies,

**WHEREAS**, the City Administrator has reviewed the audit and submitted the attached corrective action plan to Council,

**BE IT FINALLY RESOLVED** the City Council approves the attached corrective action plan.  
Yeas (5), Nays (0), Absent (0).

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**CITY COUNCIL**  
**02-16-21 VI a**

The following resolution was submitted for approval.

**RESOLUTION TO ESTABLISH A LOCAL OFFICERS COMPENSATION COMMISSION  
IN THE CITY OF HIGHLAND PARK**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

**WHEREAS**, in accordance with Section 7-9 of the City of Highland Park Charter, the City of Highland Park shall establish a Compensation Commission, **and**,

**WHEREAS**, the Highland Park City Council adopted an amended Local Officers Compensation Commission ordinance on December 21, 2020 to set forth policies and procedures of the Local Officers Compensation Commission of the City of Highland Park, **and**,

**WHEREAS**, in accordance with the Local Officers Compensation Commission Ordinance there shall be a commission created to be known as the Local Officers Compensation Commission of the City of Highland Park, which shall be comprised of five (5) members, two (2) appointed by the Mayor and two (2) appointed by the City Council, and the fifth determined by the four (4) appointed members, **and**,

**WHEREAS**, one of the Mayor's appointees shall be selected from one of the top five business tax payers in the City of Highland Park, in which the Mayor appoints **Barbara Rykwald** the

Regional Manager of DTE **and,**

**WHEREAS,** the Mayor's second appointee must be a Highland Park resident in which the Mayor appoints **Steven Bond, and,**

**WHEREAS,** the City Council shall appoint two members, both of whom shall be Highland Park residents, **and,**

**WHEREAS,** all commissioners shall be appointed to 4-year terms, **and,**

**WHEREAS,** the Local Officers Compensation Commission is established to determine the appropriate annual compensation of all elected officials and their appointees and shall determine when compensation adjustments are necessary, **and,**

**WHEREAS,** the Local Officers Compensation Commission shall meet at least six months prior to the Highland Park municipal elections and every even numbered year thereafter and shall make its determination within forty-five calendar days of its first meeting, **NOW,**

**THEREFORE, BE IT RESOLVED THAT,** the Highland Park City Council approves the appointment to the Local Officers Compensation Commission for the City of Highland Park beginning on March 1, 2021 as follows:

Theresa Johnson	4-year term ending February 28, 2025
Angela Sawyer	4-year term ending February 28, 2025

Yeas (4) Clyburn, Patrick, Bates and Armstrong, Nays (1) Jackson, Absent (0).

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## **02-16-21 VI b**

The following resolution was submitted for approval.

### **RESOLUTION APPROVING THE RE-APPOINTMENTS TO THE BOARD OF REVIEW IN THE CITY OF HIGHLAND PARK**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

**WHEREAS,** in accordance with Section 9-3 of the City of Highland Park Charter, the City of Highland Park may appoint a Board of Review to hear and determine appeals from property tax assessments, **and,**

**WHEREAS,** the Board of Review shall be representative of a cross-section of the community and shall be composed of three, six, or nine residents and electors of the City of Highland Park, who shall be appointed by the majority of the City Council, **and,**

**WHEREAS,** on February 4, 2019, the City Council appointed four members to the Board of Review for two-year terms, **NOW,**

**THEREFORE, BE IT RESOLVED THAT,** the Highland Park City Council approves the re-appointments to the Board of Review for the City of Highland Park beginning on March 1, 2021 as follows:

Patricia Morgan	2-year term ending February 28, 2023
Nathan Harvey	2-year term ending February 28, 2023
Florence Hamilton	2-year term ending February 28, 2023
Raoul Harlin	2-year term ending February 28, 2023

Yeas (4) Clyburn, Patrick, Jackson and Bates, Nays (1) Armstrong, Absent (0).

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## **02-16-21 VI c**

The following ordinance amendment was submitted for approval.

We the City Council of the City of Highland Park do hereby initiate the following proposed ordinance:

AN ORDINANCE to amend the Highland Park Administration Code, Part Two, by adding to Chapter 230 Police Department.

CROSS REFERENCE: ORD Chapter 230 Police Department.

**WHEREAS,** the City of Highland Park Charter Section 5-1 states:

Sec. 5-1 The City Council

The City Council shall exercise all of the legislative powers of the City, except as otherwise provided by law, and shall provide for the public peace and health, and for the safety of persons and property.

**WHEREAS,** the City of Highland Park desires to amend policies and procedures for the Highland Park Police Department, **NOW,**

## **THEREFORE, THE CITY OF HIGHLAND PARK ORDAINS:**

Section 230 of the Codified Ordinances of Highland Park, 1983, be amended by adding Sections 230.03 to read as follows:

### **230.03 MONTHLY REPORTS REQUIRED.**

The Police Chief shall make a report to Council once each month concerning the management and work of the Police Department and shall from time to time recommend to Council such rules and regulations as he or she deems necessary for the administration and efficiency of the Department.

Moved by Councilmember Bates  
Supported by Council Pro Tem Patrick

To table the above ordinance amendment. Yeas (5), Nays (0), Absent (0).

02-16-21 VI d

The following resolution was submitted for approval.

**RESOLUTION CHARGING MAYOR HUBERT YOPP WITH VIOLATING THE LAW THROUGH A CITY ORDINANCE VIOLATION**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

**Whereas**, the law of the City of Highland Park requires through Ordinance 232.04 Monthly Reports Required states... The Fire Chief shall make a report to Council once each month concerning the management and work of the Fire Department and shall from time to time recommend to Council such rules and regulations as he or she deems necessary for the administration and efficiency of the Department. (Ord. 354; 1959 Code Sec. 4-104). **and,**

**Whereas**, the Legal Department of the City of Highland Park represented by Terry Ford of the Ford Law Firm (under an expired contract) is bound by the Highland Park City Charter to prosecute charter & ordinance violations as stated in the City Charter Section 7-15 (4) Legal Department to prosecute charter & ordinance violations. **and,**

**Whereas**, under the direction of Mayor Hubert Yopp and Terry Ford, have been communicated with on multiple occasions about the aforementioned illegal activity via email on 8/18/20, 9/2/20 and 10/22/20 and through requests at City Council meetings. **and,**

**Whereas**, Mayor Hubert You has publicly supported the most recent adaptation of the Highland Park City Charter, but has taken every opportunity to circumvent and violate the law and the City Charter; **and,**

**Whereas** the Highland Park City Council is still waiting patiently for these reports that are required to be submitted, by law, to the City Council, **Now,**

**Therefore, Be It Resolved** that the Highland Park City Council hereby charges Mayor Hubert Yopp with yet another Charter Violation and this violation will be added to the City Council file of multiple violations he has engaged in and requests that Terry Ford of the Ford Law Firm performs his required duty under the Highland Park City Charter to prosecute the above charter and ordinance violation. Yeas (4) Clyburn, Patrick, Bates and Armstrong, Nays (1), Jackson, Absent (0).

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**TREASURER**  
02-16-21 VIII a

The following resolution was submitted for approval.

**RESOLUTION TO EXTEND THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF HIGHLAND PARK AND THE CITY OF HAMTRAMCK FOR INCOME TAX SERVICES**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

**WHEREAS**, Hamtramck and Highland Park entered into an Intergovernmental Agreement (IGA) dated December 22, 2009, wherein the city of Hamtramck agreed to provide personal income tax processing and collection services on behalf of Highland Park; and

**WHEREAS**, The IGA has been extended and modified by the Parties since the IGA became effective; and

**WHEREAS**, the parties are currently operating under the IGA on a month-to-month basis; and

**WHEREAS**, the Parties wish to extend the IGA for at least two (2) years with certain modifications to the IGA; and

**WHEREAS**, in Paragraph 5 - Payment terms, Paragraph 5b is modified to state that Highland Park shall pay a minimum payment to Hamtramck in the amount of Fifteen Thousand Eight Hundred (\$15,800.00) Dollars per month for the services provided by Hamtramck; and

**WHEREAS**, in Paragraph 7 - Term/Termination, the term of the IGA is extended through December 31, 2022 at the current rate for services. The IGA may be extended for one year for 2023, or any subsequent years, upon the approval of the city councils of both Hamtramck and Highland Park; and

**WHEREAS**, the Parties agree that Hamtramck may review and adjust the rates for services for the year 2022 and any subsequent year, at the beginning of each calendar year, upon the approval of the Highland Park City Council.

**NOW, THEREFORE, BE IT RESOLVED**, that City Council approve the extension and modifications of the Intergovernmental Agreement between the City of Highland Park and the City of Hamtramck to provide personal income tax processing and collection services. Yeas (5), Nays (0), Absent (0).

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## **02-16-21 VIII b**

The following resolution was submitted for approval.

### **RESOLUTION TO APPROVE REVISIONS TO THE POVERTY EXEMPTION GUIDELINES AND APPLICATION**

Moved by Councilmember Bates  
Supported by Councilmember Armstrong

**WHEREAS**, in accordance with section 211.7u of the Michigan Compiled Laws, the City of Highland Park has offered a partial poverty exemption, through the Board of Review, to qualified homeowners; and

**WHEREAS**, on December 23, 2020, the Governor signed Public Act 253, which made

additional changes to the poverty exemption section; and

**WHEREAS**, applicants that meet the income and asset qualifications will have the taxable value reduced by 50% for the current year; and

**WHEREAS**, poverty exemptions shall be granted for one year only; the property owner must apply every year in order to receive an exemption; and

**WHEREAS**, the State adopted an application for use in applying for Poverty Exemption, which excludes the Board's ability to deviate from the policy and guidelines for extraordinary circumstances; and

**WHEREAS**, The City's previous policy of considering an applicant's state income tax refund under the Michigan Property Tax Credit (MI1040CR) in determining the amount of reduction in taxable value, and which adversely affected income tax refunds if property taxes are decreased, is no longer allowed.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council approve the revised poverty exemption guidelines and application. Yeas (5), Nays (0), Absent (0).

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## **OUTSIDE COMMUNICATION**

The following communication was received from Parker Pride Alumni Association.

To this Honorable City Council Body;

The Parker Pride Alumni Association is requesting the procedure to secure the date for this year's Michigan Week Parade. The parade is scheduled for May 22, 2021. Thank you for any procedural information you can provide the Parker Pride Alumni Association.

Council President Clyburn asked Attorney Burton to assist in obtaining the process and procedure for using City property and/or having an event in the City of Highland Park.

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## **ADJOURNMENT**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Armstrong

To adjourn the meeting, motion carried, meeting adjourned at 8:02 p.m.

**CERTIFICATE**

I hereby certify that the attached is a copy of the minutes of the Virtual Regular Meeting held the 16<sup>th</sup> day of February 2021 and that said minutes are available for public inspection at the address designated on the posted public notice.

A handwritten signature in blue ink, appearing to read 'Cidia Wicker-Brown', with a stylized flourish at the end.

Cidia Wicker-Brown, Deputy City Clerk