

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

**August 20, 2018**

**Council convened at 7:09 p.m. with Council President Patrick presiding.**

**Present: Council Pro Tem McDonald, Councilmember Woodard, Councilmember Lewis, Councilmember Marshall and Council President Patrick. (5).**

**Absent: None**

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

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**APPROVAL OF AGENDA**

**Moved by Councilmember Lewis**

**Supported by Councilmember Woodard**

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

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**APPROVAL OF MINUTES**

**Moved by Councilmember Woodard**

**Supported by Councilmember Marshall**

**To approve the minutes from the Special Meeting held July 23, 2018. Yeas (5), Nays (0), Absent (0).**

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**Moved by Councilmember Lewis**

**Supported by Councilmember Woodard**

**To approve the minutes from the Special Meeting held July 31, 2018. Yeas (5), Nays (0), Absent (0).**

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**Moved by Councilmember Lewis**

**Supported by Councilmember Woodard**

**To approve the minutes from the Special Meeting held August 13, 2018. Yeas (5), Nays (0), Absent (0).**

**BID OPENING:**

**08-20-18 V**

The Clerk stated this was the place and time to open bids for On-call maintenance and repair services for 13233 Hamilton.

Two (2) were received:

Great Lakes Power  
30 West Lantz  
Detroit, MI 48203

Allied Building Service  
1801 Howard St.  
Detroit, MI 48216

Moved by Councilmember Lewis  
Supported by Councilmember Woodard

To refer the bids to DPW for a review and recommendation. Yeas (5), Nays (0), Absent (0).

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**MAYOR:**

**08-20-18 VI**

The following resolution was submitted for approval.

**RESOLUTION APPROVING RENEWAL OF TRANSPORTATION AGREEMENT WITH PEOPLE'S COMMUNITY SERVICES OF METROPOLITAN**

Moved by Councilmember Woodard  
Supported by Councilmember Lewis

WHEREAS, the City of Highland Park desires to arrange for non-emergency transportation to and from designated destinations; and

WHEREAS, People's Community Services of Metropolitan Detroit (PCS) provides general transportation services to the residents of its service area; and

WHEREAS, PCS has provided such services to the residents of Highland Park in the past; and

WHEREAS, the City of Highland Park desires to continue these services through PCS;

NOW THEREFORE BE IT RESOLVED that the City Council approves the City of Highland Park entering into an agreement with PCS for the continued provision of non-emergency transportation services to and from designated destinations for the residents of Highland Park. Yeas (5), Nays (0), Absent (0).

**FINANCE:**

**08-20-18 VII**

Finance Director, Eleanor Williamson submitted the monthly financial statement July 31, 2018.

Moved by Councilmember Woodard  
Supported by Councilmember Marshall

To received and file and monthly financial statement July 31, 2018. Yeas (5), Nays (0), Absent (0).

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**LEGAL:**

**08-20-18 VIII**

The following resolution was submitted for approval.

Moved by Councilmember Lewis  
Supported by Councilmember Woodard

**RESOLUTION TATING THAT THE HIGHLAND PARK CITY COUNCIL WILL APPROVE SETTLEMENT IN THE AMOUNT OF \$197,500 FOR THE LEGAL MATTER OF RASOUL JOUMAAH, ET AL v DETECTIVE JAMES MCMAHON, ET AL**

**WHEREAS, a dispute has arisen between SAM’S TIRE SHOP (hereinafter “Plaintiff”) And JAMES MCMAHON and the CITY OF HIGHLAND PARK (hereinafter “Defendants”), which resulted in Plaintiff filing a Complaint in the United States District Court, Eastern District of Michigan (hereafter “Court”), entitled Rasoul Joumaah, et al v Detective James McMahon, et al, Case No. 2:16-cv-11802 (hereinafter “Lawsuit”)**

**WHEREAS, the City Attorney completed a Court led facilitation as ordered;**

**WHEREAS, in that the City Attorney completed a Court led facilitation, the parties agreed to a settlement in the amount of \$197,500 owed to Plaintiff;**

**WHEREAS, it is recommended that the City of Highland Park City Council approve this settlement;**

**NOW THEREFORE LET IT BE RESOLVED that the City of Highland Park City Council will approve this settlement in the amount of \$197,500. Yeas (5), Nays (0), Absent (0).**

**DEPARTMENT OF PUBLIC SERVICE:**

**08-20-18 IX –a**

The following resolution was submitted for approval.

**RESOLUTION TO APPROVE CONTRACT FOR RENOVATION OF 30<sup>TH</sup> DISTRICT COURT OFFICES AND ADJACENT AREAS**

**Moved by Council Pro Tem McDonald  
Supported by Councilmember Woodard**

**WHEREAS, on July 2, 2018, the City Council of the City of Highland Park approved a Resolution for DPW to solicit bids for office renovations that will bring the 30<sup>th</sup> District Court into compliance with safety standards and properly address adjacent areas; and**

**WHEREAS, the City of Highland Park Fire Department informed the Court that the clerk area is a Potential fire hazard and unsafe as it does not have a second egress for its employees; and**

**WHEREAS, a Court Security Specialist through the Michigan Supreme Court Administrative Offices recommended that the Clerk office area be increased in size and include a second egress that does not lead out to the public lobbies; and**

**WHEREAS, the City of Highland Park budgeted funds in the 2018-2019 fiscal year to remedy these issues and properly address adjacent areas; and**

**WHEREAS, the bid from Executive Construction Management Company (ECM) for \$11,025 was selected by the Court (will be phase one) and additional bids are being solicited/negotiated for the adjacent areas (will be phase two); and**

**WHEREAS, the phase one Court renovations will quickly bring the Court into compliance with the Highland Park Fire Department and Michigan Supreme Court Administrative Office safety standards; and**

**WHEREAS, DPW is continuing to solicit/negotiate bids for more cost-effective options for the completion of the phase two adjacent areas that will be impacted by the Court renovations; and**

**BE IT RESOLVED BY THE City Council of the City of Highland Park that DPW be allowed to enter into a contract with ECM for \$11,025 for completion of phase one 30<sup>th</sup> District Court offices and DPW be allowed to continue to negotiate a contract for phase two adjacent area not to exceed \$49,500.**

08-20-18 IX-a

The following resolution was submitted for approval.

**RESOLUTION FOR DPW TO REPAIR, REPLACE AND/OR REHABILITATE CATCH BASINS AND TO SOLICIT AN ASSESSMENT EVALUATION OF APPROXIMATELY 800 IDENTIFIED CATCH BASINS**

Moved by Councilmember Lewis

Supported by Council Pro Tem McDonald

WHEREAS, DPW has identified approximately 800 catch basins in the City of Highland Park which are located in the city right-of-way and need to be repaired, replaced and/or rehabilitated; and

WHEREAS, in Phase One, due to the condition of these structures and the potential future damage that these locations could cause to pedestrians, vehicles and roadways, the following locations have been selected for this repair/replace/rehab project; 1) Southeast corner of Farrand and John R, 2) Southwest corner of Farrand and John R, 3) 21 East Grand – cross alley, 4) Southwest corner of John R and Grand, 5) 194 East Grand, 6) 207 East Grand, 7) Northeast corner of Florence and Hamilton, 8) Northwest corner of Puritan and Hamilton, 9) Woodward and McNichols; and

WHEREAS, in Phase Two DPW and the City Engineering Department will solicit an assessment evaluation of the remaining structures from the 800 identified to determine the extent of future work and the associated cost to be performed over a two-to-four year timeframe; and

WHEREAS, the repair/replacement/rehabilitation projects and engineering assessment (Phases One and Two) will be paid for by Act 51 funds; and

BE IT RESOLVED by Highland Park City Council that DPW and the City Engineering Department be allowed to:

Phase One – solicit three (3) quotes from catch basin contractors to  
Repair/replace/rehab Phase One catch basins, and

Phase Two – solicit quotes for an assessment evaluation for the remaining catch basins from the 800 identified. Yeas (5), Nays (0), Absent (0).

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08-20-18- IX-b

The following resolution was submitted for approval.

**RESOLUTION AUTHORIZING APPROVAL OF THE CONTRACT WITH CITY OF HIGHLAND PARK AND METR CONSULTING ASSOCIATES TO PROVIDE SERVICES AS THE WATER DEPARTMENT DIRECTOR AND ENGINEERING SERVICES FOR THE CITY ENGINEERING DEPARTMENT**

Moved by Councilmember Lewis

Supported by Councilmember Woodard

**WHEREAS, related to city engineering functions and City of Highland Park Chapters 1020, 1022, and 1024 Ordinances; and**

**WHEREAS, related to water department functions and City of Highland Park Chapters 1040, 1042, 1043, 1044 and 1045 Ordinances; and**

**WHEREAS, the City of Highland Park City Engineering Department has been operating without the services of a licensed engineer; and**

**WHEREAS, Metro Consulting Associates are currently operating as the City of Highland Park Water Department Directors; and**

**WHEREAS, the City of Highland Park has ongoing construction and permitting activity underway requiring the services of a licensed engineer to adequately review construction activity and ensure all work meets the standard set for by the City of Highland Park; and**

**WHEREAS, Metro Consulting Associates will provide engineering services for the City Engineering Department meeting all contractual obligations outlined in City Engineering Department proposal; and**

**WHEREAS, Metro Consulting Associates will act as the water department director of record meeting all contractual obligations outlined in the Water Department Director proposals; and**

**BE IT RESOLVED, that the City of Highland Park City council approves the contract and appointment of Metro Consulting Associates as the Department Heads for the Water Department City Engineering Department. Yeas (5), Nays (0), Absent (0).**

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**08-20-18- X-b**

**The following resolution was submitted for approval.**

**RESOLUTION TO HOLD A PUBLIC HEARING FOR THE AMENDED FY 2019 CITY ENGINEERING DEPARTMENT BUDGET AND 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 and department budgets and City of Highland Park Chapter 1022 and 1024 Ordinances;**

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

**WHEREAS, the Highland Park City Council shall receive comments on the recommended amended budget and 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 amended budget funds for FY 2019; and**

**WHEREAS, all comments received from citizens at a duly advertised public hearing, will be documented; and**

**BE IT RESOLVED, that the City of Highland Park City Engineering Department requests a public hearing to be held at the regular City Council Meeting of September 4<sup>th</sup> and September 17<sup>th</sup> to receive these comments regarding the amended FY 2019 City Engineering budget and schedule of fees, this 20<sup>th</sup> day of August, 2018. Yeas (5), Nays (0), Absent (0).**

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**POLICE DEPARTMENT:**

**08-20-18 XI-a**

**The following resolution was submitted for approval.**

**Moved by Councilmember Lewis**

**Supported by Council Pro Tem McDonald**

**RESOLUTION APPROVING PURCHASE OF (2) NEW POLICE VEHICLES**

**WHEREAS, the Highland Park Police Department has budgeted the purchase of two new police vehicles for use on patrol operations; and**

**WHEREAS, the Michigan State Police (MSP) conducts annual certification and tests of qualified vehicles for review by law enforcement agencies; and**

**WHEREAS, the Highland Park Police Department would like to solicit quotes from qualified vehicle manufacturers and purchase two vehicles, not exceeding the approved budgeted amount;**

**NOW THEREFORE BE IT RESOLVED; that City Council approves the purchase of two qualified police vehicles. Yeas (5), Nays (0), Absent (0).**

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**08-20-18-XI-b**

**The following resolution was submitted for approval.**

**Moved by Councilmember Lewis**

**Supported by Councilmember Marshall**

**RESOLUTION APPROVING PURCHASE OF THE DESK OFFICER REPORTING SYSTEM (DORS)**

**WHEREAS, the Highland Park Police Department desires to add the Desk Officer Reporting System (DORS) to the existing public safety software system; and**

**WHEREAS the DORS system allows citizens and the general public to submit incident reports via a mobile application or online; and**

**WHEREAS, the Highland Park Police Department can increase overall effectiveness, response and resource management in servicing the community at large.**

**NOW THEREFORE BE IT RESOLVED that City Council approved the purchase of the DORS software system. Yeas (3), Nays (2) Councilmember Woodard and Councilmember Lewis, Absent (0).**

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**RECREATION DEPARTMENT:**

**08-20-18- XII**

**The following communication was submitted by Director Norander.**

**The City of Highland Park, Parks & Recreation Department is submitting a request to transfer the property at 179 Midland (formally Midland School), to the Recreation inventory.**

**In an attempt to remediate the re-purposing of Cortland School Playfield (0.6 acres), the Recreation Department is seeking to replace the lost property with the above mentioned 179 Midland (0.88 acres).**

**The Wayne County Parks Division has been working municipalities to create Wellness Zones within the county. Highland Park was fortunate to be selected as the first city that the county will be assisting to create our Wellness Zone.**

**To that end, Wayne County Parks Division has secured a grant from the National Fitness Campaign to assist with the purchase and installation of the Fitness Court. Highland Park would be one of only 100 cities receiving this support for a Fitness Court.**

**The attached documents show that the space needed for the Fitness Court is approximately 40' x 40' it is our goal to work closely with Wayne County and other possible funders to add other amenities to green space in the near future.**

**We ask that council approve the land transfer of 179 Midland. We also are requesting your approval to accept the Wayne County partnership Fitness Court along with its installation on 179 Midland.**

**Moved by Council Pro Tem McDonald  
Supported by Councilmember Marshall**

**To approve the land transfer of 179 Midland and to accept the Wayne County partnership Fitness Court along with its installation on 179 Midland. Yeas (3), Nays (2) Councilmember Woodard and Councilmember Lewis, Absent (0),**

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**OUTSIDE COMMUNICATIONS:**

**08-20-18-XIII a**

**The following communication was received from Kitamu Sharp.**



**My name is Kitamu Sharp, and I am a resident of Highland Park and a member of Revival Tabernacle, the Purple Church on Woodward, Devin Gough is our pastor.**

**Our church seeks opportunities to offer support and be a blessing to our local community. As we know, reading is a fundamental skill and an important indicator for future success. We want to do our part in making good, quality books available to our fellow citizens, young and old.**

**I am writing to request permission to install two Little Librarians on public property here in the city. The first would be on the northeast corner of California and Woodward, across from the City Hall, near the parking lot. The second would be on the northwest corner of Manchester and Woodward near the bus stop outside of the Dollar General.**

**Installing these mailbox-like boxes has been one of our ongoing community service project. Since last summer, we have installed 8 throughout the city, mostly at residences. This nationwide initiative invites neighbors to take a book, read it, then return it or pass it on to another person or family.**

**We have had positive response to these efforts. We monitor and maintain the Little Libraries on a regular basis, ensuring that they are well stocked with quality books and that they are in good repair.**

**Thank you for your time and consideration of my request today and for your continual faithful service to our fine city.**

**Moved by Councilmember Woodard  
Supported by Councilmember Marshall**

**To refer the above request to the Planning Commission for a recommendation. Yeas (5), Nays (0), Absent (0).**

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**08-20-18 XIII b**

**The following communication was received from Letarsha Williams, Tour de Cure.**

**I am writing to you to share some exciting news! The American Diabetes Association is bringing our fight against diabetes to YOUR community on Sunday, September 30, 2018!**

**Our Tour de Cure is the ADA's annual multi-distance, cycling and walking fundraising event that is family-friendly for all levels of fitness and promotes an active and healthy life for those with diabetes. We will start and finish at Comerica Park and travel throughout multiple cities, townships and municipalities, including yours.**

**We ask community members to come out and cheer on all those who are being active and riding on behalf of the 29 million adults and children in the country with diabetes. Each of our three different routes is supported by designated route marshals, SAG vehicles that will provide the streets, and rest shops on private property to fuel riders.**

**We are writing to you today to thank you for supporting our fight against diabetes and granting the following:**

1. To request permission for the event participants of the Tour de Cure to travel through your jurisdiction on Sunday, September 30 via bicycles.

2. To request permission for spray chalk and route signs to be used throughout the city/town/village.

We expect 500 riders to be coming through your area from approximately 6:30 a.m.-2:00 P.M.

We will not be closing any streets nor impacting traffic flow that day. I've enclosed the proposed route for your review. If you know of any construction impacting your area, please let us know. Once permission is granted, please complete and return the Notification and Approval of Event form at your earliest convenience.

We are excited to increase our community involvement, encouraging an even better spectator turnout. We would love for you to join us in person to support our cause!

Moved by Council Pro Tem McDonald  
Supported by Councilmember Woodard

To refer the above communication to the traffic committee. Yeas (5), Nays (0), Absent (0).

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**CITY COUNCIL AFFAIRS:**

The following resolution was submitted by Council.

**RESOLUTION PERTAINING TO THE CONTRACT OF WILLIAM R. FORD AND THE FORD LAW FIRM**

Moved by Councilmember Lewis  
Supported by Council Pro Tem McDonald

WHEREAS, the Highland Park City Council has been charged with addressing issues that affect the public peace and health, and for the safety of persons and property; and

WHEREAS, the Highland Park City Council under the City Charter, Chapter 14, has the ability to affect contracts; and

WHEREAS, the Highland Park City Council, under Section 4 of the Contract for Services with Williams R. Ford and the Ford Law Firm, states that ... :This agreement is for a four-year period from January 1, 2016 to December 31, 2020 but may be terminated by the City at any time and for any reason with or without cause. The City agrees to provide the Law Firm thirty (30) day notice of its intent to terminate the Law Firm, in which case the Law Firm agrees to cooperate with the City in the professional and orderly transfer of work to the new legal services provider”

NOW THERE BE IT RESOLVED, that the Highland Park City Council is providing its required 30 day Notice in the Termination of the William R. Ford and the Ford Law Firm. This termination is effective Thursday, September 20, 2018. Yeas (4), Nays (1) Councilmember Woodard, Absent (0).

**ADJOURNMENT:**

**Moved by Councilmember Lewis**

**Supported by Councilmember Marshall**

**To adjourn the meeting; motion carried meeting adjourned at 9:07 p.m.**









