

City of Madison Heights - County of Oakland

LETTER OF INTENT ("Letter")

By and Between:

The City of Madison Heights ("City") and the County of Oakland ("County"), a Municipal and Constitutional Corporation, by and through its statutory agent, the Oakland County Parks and Recreation Commission ("OCPRC").

The City and the County desire to negotiate a mutually acceptable lease for the operation, planning, and maintenance of approximately 7 acres of real property which presently includes the jogging/walking trail, play structure, tennis courts and soccer practice field commonly known as Ambassador Park, which is specifically described and depicted in the diagram attached and incorporated into this Letter as Exhibit A (hereinafter "Park").

Now, Therefore, the City and the County acknowledge the following mutual understandings:

1. The City and the County will work together in good faith to negotiate a lease that will govern the operation, planning, and maintenance of the Park. The Lease must address the following:
  - a. The term of the Lease, desired to be 25 to 30 years;
  - b. The application for and/or receipt of grants, donations, and other monetary contributions by the Parties for the Park;
  - c. The creation and implementation of a Park Capital Improvement Plan and a Park Operation and Maintenance Plan;
  - d. The Park Capital Improvement Plan will include, but not be limited to, examination of the following: (1) conversion of the existing tennis courts (located at the Park) into pickle ball courts; (2) construction of accessible restroom facilities for the Park; and (3) conversion of the existing athletic fields and bleachers at the Park to an alternative use agreed upon by the Parties;
  - e. The Park Operation and Maintenance Plan will address City use of the Park for special events;
  - f. A provision that the "Ambassador Park" expansion of Red Oaks County Park shall be recognized as a partnership between the City and County with appropriate signage within the Park through the duration of the Lease;

- g. A provision that the City shall retain legal title to the Park; and
  - h. A provision that the Park will be included in the OCPRC system and subject to OCPRC Rules and Regulations.
2. OCPRC will request an allocation of American Rescue Plan of 2021 (“ARPA”) funds from the Oakland County Board of Commissioners and an appropriation of Oakland County Parks and Recreation funds to make improvements at Red Oaks County Park and the projects associated with the Lease, including the Park Capital Improvement Plan authorized by the Lease, provided that this Letter does not guarantee an allocation of ARPA funds or Oakland County Park and Recreation funds by the Oakland County Board of Commissioners.
  3. The Parties acknowledge and agree that the ARPA funds will be administered by the County. The City will make all reasonable efforts to support the County’s administration of the funds. The County will administer and allocate the funds at its own expense and will not impose any fee for its administration of the funds upon the City.
  4. This Letter authorizes the Parties to attempt to negotiate a lease meeting the objectives set forth herein and to request ARPA funds.
  5. This Letter does not constitute or guarantee that the Parties will negotiate a lease, agreement, or contract for the operation, planning, and maintenance of the Park.
  6. The Parties have taken all actions and secured the approvals necessary to authorize and complete this Letter. The individuals signing this Letter on behalf of each party have legal authority to sign and bind the Parties to the terms and conditions contained herein.

In Witness Whereof, the City and the County have executed this Letter as of the date, last in time, shown below.

**CITY OF MADISON HEIGHTS**  
A Michigan municipal corporation

By: \_\_\_\_\_  
Roslyn Grafstein, Mayor  
City of Madison Heights, MI

Date: \_\_\_\_\_

**OAKLAND COUNTY**  
A Michigan municipal and Constitutional Corporation

By: \_\_\_\_\_  
Gary McGillivray, Chairperson  
Oakland County Parks and Recreation Commission

Date: \_\_\_\_\_