

**PROPOSED MINUTES OF THE VIRTUAL & IN-PERSON  
REGULAR MEETING OF THE HIGHLAND PARK CITY COUNCIL**

**December 18, 2023**

Council convened at 7:00 p.m. with Council President Thomas presiding.

Present: Council President Thomas, Council Pro Tem Robinson, Councilwoman Manica, Councilwoman Martin, and Councilman Ash-Shafii (5).

Absent: (0).

A quorum being present, Council was declared in session.

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**APPROVAL OF AGENDA**

Moved by Councilman Ash-Shafii  
Supported by Councilwoman Martin

To approve the agenda with the removal of item XI from the Legal Department. Yeas (3), Nays (2) Robinson and Ash-Shafii, Absent (0).

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**APPROVAL OF MINUTES**

Moved by Councilwoman Manica  
Supported by Councilwoman Martin

To approve the minutes of the In-Person and Virtual Regular meeting held December 4, 2023. Yeas (3), Nays (2) Ash-Shafii and Robinson, Absent (0).

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**PUBLIC HEARING  
12-18-23 V**

Moved by Councilwoman Martin  
Supported by Councilwoman Manica

To open the Public Hearing to hear citizens input regarding proposed fiscal year 2024 Water Department Budget. Yeas (5), Nays (0), Absent (0). Public Hearing opened at 7:39 p.m.

Director Damon Garrett gave an overview of how the rates and budget were calculated and why the change is necessary. Comments were received from Lucy Frye, Loretta Stafford, Linda Wheeler, Lisa Stolarski, Daniel Pacman, Lorne McGee, Christina Lofton, V. Ricardo Thomas and Anthony Lee.

Moved by Councilwoman Martin  
Supported by Councilwoman Manica

To close Public Hearing. Yeas (5), Nays (0), Absent (0). Public Hearing closed at 8:16 p.m.

**ADMINISTRATION**

**12-18-23 VI**

The following resolution was submitted for approval.

**RESOLUTION TO APPOINT VERNONE GAIL LOGAN TO THE RECREATION COMMISSION**

Moved by Councilwoman Manica  
Supported by Councilwoman Martin

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

**WHEREAS**, in accordance with Chapter 262.01 the Commission is to consist of 5 (five) residents of the City of Highland Park appointed by the Mayor; and two (2) vacancies exist; and,

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

**WHEREAS**, the Administration is seeking 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:

Vernone Gail Logan                      Term ending January 27, 2027

Yeas (5), Nays (0), Absent (0).

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**CITY ADMINISTRATOR**

**12-18-23 VII**

The following resolution was submitted for approval.

**RESOLUTION AUTHORIZING INTEREST RATE MODIFICATIONS ON HIGHLAND PARK STATE REVOLVING FUND PROGRAM BONDS**

Moved by Councilman Ash-Shafii  
Supported by Councilwoman Manica

**WHEREAS**, on September 30, 1999, the City issued its Water Supply System Revenue Bonds, Series 1999 in the aggregate principal amount of \$6,000,000 (the “1999 Bonds”), pursuant to a bond resolution adopted by the City Council of the City, which bonds bore an initial interest of 2.5% per annum (the “1999 Rate”).

**WHEREAS**, on August 31, 2018, the City issued its 2018 Capital Improvement Bonds (Limited Tax General Obligation) in the aggregate principal amount of \$6,000,000 (the “2018 Bonds”), pursuant to a bond resolution adopted by the City Council of the City, which bonds bore an initial interest rate of 2.00% per annum (the “2018 Rate”).

**WHEREAS**, on September 30, 2020, the City issued its 2020 Waterworks System Limited Tax General Obligation Bonds in the aggregate principal amount of Four Million One Hundred Fifty Thousand (\$4,150,000) (the “2020 Water Bonds”), pursuant to a bond resolution adopted by the City Council of the City, which bonds bore an initial interest rate of 2.00% per annum (the “2020 Water Rate”); and

**WHEREAS**, on August 28, 2020, the City issued its 2020 Capital Improvement Bonds, Series A (Limited Tax

General Obligation Bonds) in the aggregate principal amount of One Million Four Hundred Fifteen Thousand Dollars (\$1,415,000) (the “2020A Bonds”) pursuant to bond resolutions adopted by the City Council of the City, which bonds bore an initial interest rate of 2.25% per annum (the “2020A Rate”); and

**WHEREAS**, on September 30, 2020, the City issued its 2020 Capital Improvement Bonds, Series B (Limited Tax General Obligation Bonds) in the aggregate principal amount of Four Hundred Twenty-Five Thousand Dollars (\$425,000) (the “2020B Bonds”) pursuant to bond resolutions adopted by the City Council of the City, which bonds bore an initial interest rate of 2.00% per annum (the “2020B Rate”); and

**WHEREAS**, on December 10, 2021, the City issued its 2021 Waterworks System Limited Tax General Obligation Bonds, in the aggregate principal amount of \$9,710,000 (the “2021 Water Bonds”), pursuant to bond resolutions adopted by the City Council of the City, which bonds bore an initial interest rate of 1.875% per annum (the “2021 Water Rate”).

**WHEREAS**, on December 10, 2021, the City issued its 2021 Capital Improvement Bonds (Limited Tax General Obligation Bonds), in the aggregate principal amount of \$1,115,000 (the “2021 Bonds” and collectively with the 1999 Bonds, the 2018 Bonds, the 2020 Water Bonds, the 2020A Bonds, the 2020B Bonds, the 2021 Water Bonds, the “Modified Bonds”), pursuant to a bond resolution adopted by the City Council of the City, which bonds bore an initial interest rate of 2.125% per annum (the “2021 Rate” and collectively with the 1999 Rate, the 2018 Rate, the 2021 Water Rate, the 2020A Rate, the 2020B Rate, the 2021 Water Rate, the “Initial Rates”).

**WHEREAS**, the City has been engaged in ongoing litigation with the Great Lakes Water Authority (“GLWA”) with respect to the revenue requirement allocated to the City for the provision of water supply and sewage disposal services by GLWA to the City; and

**WHEREAS**, a settlement of the litigation has been reached, pursuant to which the State of Michigan (the “State”) has agreed to permanently reduce the interest rate payable on each series of Modified Bonds to zero percent (0%), commencing on October 1, 2023 and ending on the date of maturity of each series of Modified Bond; and

**WHEREAS**, the City Council desires to authorize these modifications to the Modified Bonds.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. **Modification of Interest Rates.** The Initial Rate borne on each series of Modified Bonds shall be permanently reduced, effective October 1, 2023 through the date of maturity of each series of Modified Bonds, to zero percent (0%) per annum.

2. **Amendment to Forms of the Modified Bonds.** Each Modified Bond shall be in the forms attached hereto as Exhibits A-G, with such changes as may be approved by an Authorized Officer of the City upon advice of Bond Counsel, including specifically, changes to the maturity schedules contained in Schedule I of each bond form.

The Mayor and Clerk of the City are hereby authorized and directed to execute and deliver the Modified Bonds to the Michigan Finance Authority.

3. **Other Actions.** Each of the Mayor, the City Clerk, the Finance Director, and the City Administrator (each, an “Authorized Officer”) are individually authorized to execute and deliver any other documents and certificates, including any forms required to be filed with the Internal Revenue Service, necessary or convenient to effectuate the modification of the terms of the Modified Bonds.

4. **Defined Terms.** Capitalized terms used herein and not defined herein shall have the meanings ascribed to them in the bond resolutions for each respective series of Modified Bond.

5. **Rescission and Amendment to Bond Resolution.** All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded. Except as otherwise

amended by this resolution, all provisions of the Bond Resolution shall remain in full force and effect. Yeas (5), Nays (0), Absent (0).

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**CITY COUNCIL  
12-18-23 VIII**

Moved by Council Pro Tem Robinson  
Supported by Councilman Ash-Shafii

- Councilwoman Martin left the meeting at 8:25 p.m.
- Councilwoman Martin returned at 8:33 p.m.

To approve the City Council 2024 meeting schedule. Yeas (3), Nays (2) Robinson and Ash-Shafii, Absent (0).

<b>January 16<sup>th</sup></b>	<b>July 1<sup>st</sup> &amp; 15<sup>th</sup></b>
<b>February 5<sup>th</sup> &amp; 20<sup>th</sup></b>	<b>August 19<sup>th</sup></b>
<b>March 4<sup>th</sup> &amp; 18<sup>th</sup></b>	<b>September 3<sup>rd</sup> &amp; 16<sup>th</sup></b>
<b>April 1<sup>st</sup> &amp; 15<sup>th</sup></b>	<b>October 7<sup>th</sup> &amp; 21<sup>st</sup></b>
<b>May 6<sup>th</sup> &amp; 20<sup>th</sup></b>	<b>November 18<sup>th</sup></b>
<b>June 3<sup>rd</sup> &amp; 17<sup>th</sup></b>	<b>December 2<sup>nd</sup> &amp; 16<sup>th</sup></b>

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**COMMUNITY DEVELOPMENT  
12-18-23 IX a**

The following resolution was submitted for approval.

**RESOLUTION AUTHORIZING A SPECIAL LAND USE VARIANCE FOR INDOOR STORAGE AT  
15004 THIRD AND 15001 SECOND**

Moved by Councilwoman Manica  
Supported by Councilwoman Martin

**WHEREAS**, the Applicant is Star Development Group, LLC; and

**WHEREAS**, the property owner is U.R. Properties, LLC located at 58159 Travis Rd, New Hudson, Michigan; and

**WHEREAS**, the Project Property is located at 15004 Third and 15001 Second; and

**WHEREAS**, the property is currently 75% vacant and 25% warehouse; and

**WHEREAS**, the Applicant is seeking to use the property for Indoor Storage; and

**WHEREAS**, Section 1250.04 of the Highland Park Zoning Code does not identify a storage facility as one of the uses for the property; and

**WHEREAS**, the property is currently zoned for Residential Urban Village (RUV) and no rezoning is required for this project; and

**WHEREAS**, granting the Special Land Use Variance will not result in a use of the structure that is incompatible with or unreasonably interferes with adjacent or surrounding properties; and

**WHEREAS**, the Project has been reviewed by the Planning Commission; and

**WHEREAS**, the Planning Commission is recommending that the Special Land Use Variance be approved; and

**THEREFORE, BE IT RESOLVED**, that the Highland Park City Council authorize a Special Land Use Variance for Indoor Storage at 15004 Third and 15001 Second. Yeas (3), Nays (2) Robinson and Ash-Shafii, Absent (0) Robinson.

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**12-18-23 IX b**

The following resolution was submitted for approval.

**RESOLUTION AUTHORIZING VARIANCES AT 20 BARTLETT FOR PARKING BETWEEN THE RIGHT OF WAY AND MAIN BUILDING, MAXIMUM LOT COVERAGE OF 25% TO 50%, AND SIGN HEIGHT OF 25 FEET TO 40 FEET**

Moved by Councilwoman Martin  
Supported by Councilwoman Manica

*Council Pro Tem Robinson stated “if we approve this tonight then that goes all the way back to everything else that’s gonna get approved by us approving many. Sepia Coffee is going to be approved because it’s the same thing you want us to vote against the zoning code and Afrodziak to the citizens of Highland Park.”*

**WHEREAS**, Faiz Simon is the owner of Island Lane Capital; and

**WHEREAS**, Island Lane Capital proposes a Gas Station/Convenience Store/Drive-thru Restaurant, and

**WHEREAS**, the Project Property is located at 20 Bartlett in Highland Park, and

**WHEREAS**, the Applicant is requesting the following three (3) Variances:

1. Parking between right- of-way and main building.
2. Lot Coverage Variance from 40% to 50%.
3. Sign Height Variance from the maximum 25 ft to 40 ft.

**WHEREAS**, Section 1223.03 of the Highland Park Zoning Code does not allow parking between the right-of-way and the main building/structure, and

**WHEREAS**, the Applicant is requesting to allow parking between the right-of-way and the main building, and

**WHEREAS**, Section 1250.10 of the Highland Park Zoning Code has a maximum lot coverage of 25% for the Central Business District (CBD), and

**WHEREAS**, the Applicant is requesting a Lot Coverage Variance from 25% to 50%, and

**WHEREAS**, the lot coverage increase will provide the required vehicle circulation and dimensional drawing widths to meet Fire Department Standards, and

**WHEREAS**, Section 1225.04 Item 3 (A) the Highland Park Zoning Code provides a maximum sign height of 25ft, and

**WHEREAS**, the Applicant is requesting a Sign Height Variance of 25ft to 40ft, and

**WHEREAS**, the additional height will provide a better visual and attract more customers; and

**WHEREAS**, the property is zoned for CBD and no rezoning is being requested; and

**WHEREAS**, the above referenced variances will allow the Applicant to maximize the best use for the property; and

**WHEREAS**, granting the variances will not result in a use of the property that is incompatible with or unreasonably interferes with adjacent or surrounding properties; and

**WHEREAS**, the Proposed Project was reviewed by the Planning Commission; and

**WHEREAS**, the Planning Commission is recommending that the variances be approved; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Highland Park City Council authorize the following variances for 20 Bartlett:

1. Parking between right-of-way and the main building
2. Lot Coverage variance from 40% to 50%
3. Sign Height Variance from the maximum 25ft to 40ft

Yeas (4), Nays (1) Ash-Shafii, Absent (0).

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- Councilman Ash-Shafii left the meeting 9:10 p.m.
- Councilman Ash-Shafii returned 9:13 p.m.

#### **12-18-23 IX c**

The following resolution was submitted for approval.

**RESOLUTION FOR 180 MANCHESTER AUTHORIZING SIDE LOT SETBACK VARIANCE - 75 FEET TO 45.5FT-W AND 68.7 FEET-E REAR LOT SETBACK VARIANCE - 75 FEET TO 0.6 FEET AND A LOT COVERAGE VARIANCE FROM 40% TO 78.5%**

Moved by Councilwoman Manica  
Supported by Council President Thomas

**WHEREAS**, the Applicant is Meghan Hicks of Micro Auto Group located at 221 Victor Street, Highland Park, Michigan; and

**WHEREAS** Meghan Hicks is the owner of Micro Platers located at 194 Manchester, Highland Park Michigan; and

**WHEREAS**, the Proposed Project Property is located at 180 Manchester in Highland Park, Michigan; and

**WHEREAS**, the Applicant is proposing a 9000 sq ft Storage Garage in the open lot between two existing buildings; and

**WHEREAS**, the total area of the site is .62 acres; and

**WHEREAS**, three (3) Variances are permitted per file; and

**WHEREAS**, the Applicant is requesting the following three (3) Variances:

- 1. Side Setback Variance from 75ft to 45ft (W) and 68.7 (E)
- 2. Rear Setback Variance from 75ft to 0.6ft
- 3. Lot Coverage Variance from 40% to 78.5%

**WHEREAS**, Section 1250.11 of the Highland Park Zoning Code has a minimum Side Lot Setback of 75ft; and

**WHEREAS**, Section 1250.11 of the Highland Park Zoning Code has a minimum Rear Lot Setback of 75ft; and

**WHEREAS**, Section 1250.11 of the Highland Park Zoning Ordinance has a maximum lot coverage of 40%; and

**WHEREAS**, the lot area is 27,203 sq ft and the combined building coverage (including the existing building) is 21,356 sq ft; and

**WHEREAS**, the anticipated construction date was October 1, 2023; and

**WHEREAS**, the property is zoned for Industrial Research and Development (IRD) and the Proposed Use for the Project will be Industrial; and

**WHEREAS**, the above referenced Variances will allow the Applicant to maximize the best use for the property; and

**WHEREAS**, granting the variances will not result in a use of the structure that is incompatible with or unreasonably interferes with adjacent or surrounding properties; and

**WHEREAS**, the Proposed Project was reviewed by the Planning Commission; and

**WHEREAS**, the Planning Commission is recommending that the Variances be approved; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Highland Park City Council authorize the following for 180 Manchester:

- 1. Side Setback Lot Variance from 75 feet to 45.5 feet (W) and 68.7 (E)
- 2. Rear Setback Lot Variance from 75 feet to 0.6 feet; and
- 3. Lot Coverage from 40% to 78.5%.

Yeas (4), Nays (1) Ash-Shafii, Absent (0).

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**FINANCE**  
**12-18-23 X**

Moved by Councilwoman Manica

Supported by Councilwoman Martin

To receive and file the monthly Financial Statement November 2023. Yeas (2), Nays (3) Robinson, Martin, and Ash-Shafii, Absent (0).

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**PUBLIC WORKS  
12-18-23 XI**

The following resolution was submitted for approval.

**RESOLUTION TO REPAIR ONE HEAVY DUTY DPW TRUCK**

Moved by Councilwoman Manica  
Supported by Council Pro Tem Robinson

**WHEREAS** the mission of the Public Works Department (DPW) is to maintain a safe, healthy, and clean environment in the City of Highland Park; and

**WHEREAS** the DPW requires a heavy-duty truck that can be used to plow snow on city streets and pick up street dumping, such as couches, concrete pavers, etc. throughout the city; and

**WHEREAS**, DPW has two Sterling trucks (2003 and 2008 model years) that are currently inoperable (manufacturer is no longer in operation since 2010) and a new truck would cost about \$100,000; and

**WHEREAS**, at a minimum, DPW needs to have one of the two trucks repaired to perform necessary city services; and

**WHEREAS**, if the city gets one snow more than 6", it will cost the city approximately \$20,000 (see attached); and

**WHEREAS**, the city received a quote for \$16,678.53 from J&J Truck and Trailer Repair Mobile Services (see attached), a service provider with a long relationship with the city; and

**WHEREAS**, additionally, Purchasing has made numerous calls to parts dealers (Auto Parts, NAPA (official Sterling supplier) and Traction), with none of those suppliers having replacement parts in their catalog; and

**WHEREAS**, Purchasing also looked online for parts but are not sure the parts they found are compatible (one part-an EGR valve-was significantly less than what was quoted by J&J); and

**NOW, THEREFORE, BE IT RESOLVED** that the City of Highland Park approves DPW proceeding with the truck repairs in the amount \$16,678.53 plus or minus one percent. Yeas (5), Nays (0), Absent (0).

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**WATER  
12-18-23 XII**

The following resolution was submitted for approval.

**A RESOLUTION FOR THE CONDITIONAL APPROVAL OF THE INTERIM AMENDED FY2024 WATER DEPARTMENT BUDGET AND RATES PENDING RECEIPT AND APPROVAL OF ALL VARIOUS SETTLEMENT AGREEMENT DOCUMENTS AGREED TO BY THE STATE OF MICHIGAN AND LOWEST RATE SCENARIO AS RECOMMENDED BY THE WATER DEPARTMENT TO BE IN ACCORDANCE WITH THE TERM SHEET DATED 10/18/2023 BETWEEN**



**THE GREAT LAKES WATER AUTHORITY AND THE CITY OF HIGHLAND PARK**

Moved by Councilman Ash-Shafii  
Supported by Councilwoman Manica

**WHEREAS**, pursuant to chapter 1040.17 and 1042.01 of the City Code of Ordinances, it is the responsibility of the City of Highland Park to establish water and sewer rates; and

**WHEREAS**, as part of a condition of the settlement between the Great Lakes Water Authority (GLWA) and the City of Highland Park, an interim budget for Fiscal Year 2024, between January 1, 2024, to June 30, 2024, including updated water and sewer rates shall be presented and adopted in December 2023 and go into effect January 1, 2024; and

**WHEREAS**, the City Council has received and reviewed a copy of rate scenarios presented and recommended by the Water Department for Fiscal Year 2024 based on agreed upon obligations from the Great Lakes Water Authority and the State of Michigan including a reduction of the interest rate to zero percent for the life of all outstanding Drinking Water and Clean Water Revolving Fund loans and assistance to residential customers for a designated time period, as well as the conditions identified in the Term Sheet dated 10/18/2023; and

**WHEREAS**, the Highland Park City Council shall receive and document all comments received on the recommended conditional water and sewer rates from the public at the duly advertised public hearing; and

**WHEREAS**, it is the intent of the Water Department, after City Council approval and following all requirements set forth State of Michigan statutes, City of Highland Park Charter, and Municipal Ordinances, to adhere to the approved conditional budget and water and sewer rates for Fiscal Year 2024; and

**WHEREAS**, City Council reserves the right to remove approval of this resolution should the State of Michigan or the Great Lakes Water Authority renege on obligations previously identified or set forth in this resolution or Exhibits 1-5, hereto; and

**NOW, THEREFORE, BE IT RESOLVED**, after documentation of all comments received from citizens, and provided the Great Lakes Water Authority and the State of Michigan fulfills the obligations of a reduction of the interest rate to zero percent for the life of all outstanding Drinking Water and Clean Water Revolving Fund loans and assistance to residential customers for a designated time period, as well as the conditions identified in the Term Sheet dated 10/18/2023, the City Council conditionally approves the Water Department authorization to take all necessary actions to give this resolution effect on or before the 16th day of January 2024. Yeas (4), Nays (1) Ash-Shafii, Absent (0).

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- Councilman Ash-Shafii left the meeting 10:10 p.m.

**ADJOURNMENT**

Moved by Councilwoman Manica  
Supported by Councilwoman Martin

To adjourn the meeting, motion carried, meeting adjourned at 10:27 p.m.

**CERTIFICATE**

I hereby certify that the attached is a copy of the proposed minutes of the In-Person and Virtual Regular Meeting held the 18<sup>th</sup> day of December 2023 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