

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

March 17, 2025

Council convened at 7:10 p.m. with Council President Thomas presiding.

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

Absent: None

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

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**APPROVAL OF AGENDA**

Moved by Councilwoman Manica

Supported by Councilman Ash Shafii

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

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**APPROVAL OF MINUTES**

Moved by Councilman Ash Shafii

Supported Councilwoman Manica

To approve the proposed minutes from the In-Person and Virtual Regular Meeting held March 3, 2025 with the following correction for agenda item VII-e. Yeas (5), Nays (0), Absent (0).

Moved by Councilman Ash Shafii

Supported by Council Pro Tem Robinson

Refer to the CED Director for a proposal for development and an offer to purchase for the resolution to sell the vacant commercial lot at 12535 Hamilton Avenue to the commercial property owner of 12647 Hamilton Avenue-Healing Spring Missionary Baptist Church, a Michigan Nonprofit Corporation. Yeas (4), Nays (0), Absent (1).

**TABLED ITEM FROM MARCH 3, 2025 MEETING  
03-17-25**

Moved by Councilwoman Manica  
Supported by Councilman Ash Shafii

To bring from the table resolution to sell the vacant residential lot at 98 Tennyson Street to the adjacent property owners of 100 Tennyson Street Jalen Smith and Shakira Dancy. Yeas (5) Nays (0) Absent (0).

Moved by Councilman Ash Shafii  
Supported by Councilwoman Manica

**RESOLUTION TO SELL THE VACANT RESIDENTIAL LOT AT 98 TENNYSON STREET TO THE ADJACENT  
PROPERTY OWNERS OF 100 TENNYSON STREET JALEN SMITH AND SHAKIRA DANCY**

WHEREAS the City of Highland Park holds in its inventory a surplus of parcels that are not producing a taxable, habitable and general benefit to the city and its residents; and

WHEREAS it is the goal of the city to decrease the number of parcels under its control and place parcels back on the tax roll; and

WHEREAS the City of Highland Park is the owner of the vacant residential Lot at 98 Tennyson Street; and

WHEREAS Jalen Smith and Shakira Dancy owners of the house at 100 Tennyson Street, adjacent to the vacant residential Lot at 98 Tennyson Street, submitted an offer to purchase application and paid the \$25 non-refundable fee to purchase the vacant residential Lot at 98 Tennyson Street; and

WHEREAS, according to the City of Highland Park Ordinance 208.10 ( c) (2), the sale of Vacant Residential Lots to Residents and Non-Residents can occur for individuals interested in purchasing residential lots when the purchaser: submits an Offer to Purchase Application; pays a \$25 non-refundable fee; maintains the vacant lot in accordance with City Ordinance; does not owe any past due taxes, unpaid blight bills, unpaid water bills, and/or any other indebtedness to the City; not had any code violations within the past 18 months; and secure the vacant lot, remove debris and maintain the land within 14 days after closing; and

WHEREAS all fees have been previously paid and there is no indebtedness to the City and all required clearances obtained from the Water Department, Treasurer, CED, and legal Department are signed off and ready to purchase; and

**WHEREAS** the purchaser has not had any code violations within the past 18 months; and

**WHEREAS** the purchaser shall secure the vacant lot, remove debris, and maintain the land in accordance with City ordinance within 14 days after closing; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council approves the sale of the vacant residential lot located at 98 Tennyson Street to Jalen Smith and Shakira Dancy, at the cost of \$500.00 which has been determined and certified by the Assessor. Yeas (5), Nays (0), Absent (0).

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V.-a

**ENGINEERING DIVISION:**

**03-17-25**

**Moved by Councilwoman Manica**

**Supported by Council President Thomas**

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF RECLASSIFICATION OF CERTAIN LOCAL STREETS WITHIN THE CITY OF HIGHLAND PARK PUBLIC RIGHT OF WAY, UNDER THE ACT-51 MILEAGE CERTIFICATION FOR CITIES AND VILLAGES**

**WHEREAS** it is necessary to furnish certain information to the State of Michigan to place the streets listed in Attachment A, within the City Street System for the purpose of obtaining funds under Act 51, P.A. 1951 as amended:

**WHEREAS** the City of Highland Park does wish to reclassify a portion of streets as listed in Attachments B. This reclassification of said streets accounts for a total length of 6, 188.6 linear feet.

**NOW THEREFOR, BE IT RESOLVED**, that the Highland Park City Council Person Councilwoman Manica offered the following resolution and moved for the following:

1. That said reclassified streets listed in Attachment A are located within the City of Highland Right-of-Way and are under the control of the City of Highland Park.
2. That said justification for the listed reclassified streets is provided in Attachment B.
3. The revised Highland Park Street system is shown in the maps included in Attachment C.
4. That said reclassified streets are public streets and are for public street purposes.
5. That said reclassified streets are accepted into the municipal street system and are open to public use before December 31, 2024. Yeas (3) Councilwoman Martin, Councilwoman Manica and Council President Thomas, Nays (2) Councilman Ash-Shafii and Council Pro Tem Robinson, Absent (0),

**V.- b**  
**03-17-25**

Moved by Councilwoman Manica  
Supported by Council President Thomas

**RESOLUTION AUTHORIZING THE SUBMISSION FOR FEDERAL AID FUNDING FROM WAYNE COUNTY  
FEDERAL AID COMMITTEE FOR FY2028 STP-U (SURFACE TRANSPORTATION PROGRAM-URBAN) FOR  
THE REPAIR OF GLENDALE AVENUE BETWEEN THOMSON STREET AND HAMILTON AVENUE**

WHEREAS the Engineering Department received notice of available infrastructure funding from the Wayne County Federal Aid Committee for a community request of local matching funding for eligible roads within the City of Highland Park; The City of Highland Park received \$4.20 million in funding through FY2020, FY2022 and FY2025 STP-U programs; is awaiting funding for \$2.50 million through FY2026 and FY2025 STP-U programs; and

WHEREAS, as part of the application, the City of Highland may be able to receive up to 81.85% federal aid and 18.15% local match for road repair; and

WHEREAS the City of Highland Park is to submit final plans to Michigan Department of Transportation (MDOT) for obligation by February 1<sup>st</sup> 2028 and proof of 18.15% local match. If funding is matched, a grace period of one month will be provided to the city. Thereafter, the funding may be reallocated to alternate city projects; and

WHEREAS the Engineering Department is requesting approval to submit for funding for the federal aid eligible road due March 31, 2025; and

NOW, THEREFORE, BE IT RESOLVED, that the Highland Park City Council APPROVES the submission of the Wayne County Federal Aid FY2028 STYP-U Funding project application and commitment. Yeas (5), Nays (0), Absent (0).

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**VI.**  
**DEPARTMENT OF FIRE:**  
**03-17-25**

Moved by Councilman Ash Shafii  
Supported by Councilwoman Martin

**RESOLUTION TO APPROVE THE PURCHASE OF ONE (1) FIRE DEPARTMENT PICKUP TRUCK WITH A  
PLOW TO BE FUNDED THROUGH THE CURRENT AVAILABLE FUNDS FROM THE CURRENT 2024/2025  
FIRE BUDGET**

WHEREAS the City of Highland Park Fire Department wishes to replace the current Fire Department pickup truck with a plow. In doing so: (1) maintenance costs will be reduced; (2) response times will improve; and (3) the addition of the pickup truck to the Fire Department will assist with the overall operation of the Department to include fire prevention, hydrant maintenance, and movement of bulky equipment to and from incidents.

WHEREAS the City of Highland Park Fire Department requested multiple quotes through MIDEAL and other entities for a 2024 pickup truck with a plow;

WHEREAS the price from a MIDEAL contractor for vehicles could possibly save the city upwards of \$10,000 compared to vehicle purchases from other vendors;

NOW, THEREFORE, BE RESOLVED THAT the City approves the purchase of one (1) 2024 pickup truck with a plow at the cost of \$50,277.00 from Genesis Chevrolet. Yeas (4), Nay (1) Council Pro Tem Robinson, Absent (0).

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**LEGAL:**

**VII**

**03-17-25**

Moved by Councilwoman Manica

Supported by Councilman Ash Shafii

**RESOLUTION APPROVING THE PAYMENT AGREEMENT WITH THE STATE LAND BANK AUTHORITY (SLBA) FOR DRAINAGE AND STORMWATER RUNOFF TREATMENT SERVICES ON SLBA PROPERTIES**

WHEREAS the State Land Bank Authority owns property in the City of Highland Park with attributed stormwater runoff volume that has accumulated stormwater conveyance and treatment bills; and

WHEREAS the State Land Bank Authority agrees to \$71,000.00 for drainage and stormwater runoff treatment services provided by the City of Highland Park; and

WHEREAS the State Land Bank agreement is shown in Attachment A for reference. This agreement has already been reviewed and approved by the City Legal Department; and

NOW, THERE, BE IT RESOLVED, that the Highland Park City Council APPROVES the agreement with State Land Bank Authority for payment on stormwater conveyance and treatment serviced performed by the City of Highland Park. Yeas (4) Nays (1) Council Pro Tem Robinson, Absent (0).

WATER DEPARTMENT:

VIII.

03-17-25

Moved by Councilwoman Manica

Supported by Councilman Ash Shafii

RESOLUTION REQUESTING AUTHORIZATION FOR THE CITY OF HIGHLAND PARK WATER  
DEPARTMENT TO SUBMIT THE DRAFT RATE ANALYSIS STUDY AS REQUIRED BY THE TRUST AGREEMENT  
EXECUTED APRIL 2024

WHEREAS it is necessary for the City of Highland Park Water Department to address all requirements as identified in the 2024 EGLE Administrative Compliance Agreement ACA-399-02-2024 (ACA) and the Highland Park Settlement Agreement fully executed on April 24, 2024; and

WHEREAS, as part of the ACA Sections 3.5 and 3.6 and the Highland Park Settlement Agreement, Exhibit c Trust Agreement, Article I Establishment of funds; Deposits and Distributions, the City of Highland Park Water Department is required to submit a rate analysis study from the third party consultant, Utility Financial Solutions (UFS), annually, no later than thirty (30) days after the approval of the Great Lakes Authority (GLWA) water and sewer rates for the subsequent fiscal year; and

WHEREAS, based on the proposal Fiscal Year 2026 budget, rates, and fee schedule presentation and public hearing to City Council by the Water Department, tentatively scheduled for April 2025, any updates because of the presentation and the public hearing shall be included in the draft rate analysis study prepared by UFS for final document submittal; and

BE IT RESOLVED; the City of Highland Park Water Department shall be authorized to submit the draft rate analysis study as required by the trust agreement executed April 2024 prior to the deadline of March 31, 2025. Yeas (4), Nays (1) Council Pro Tem Robinson, Absent (0).

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Council Pro Tem Robinson excused herself from the meeting at 9:07 p.m.

Councilman Ash Shafii left the meeting at 9:08 p.m.

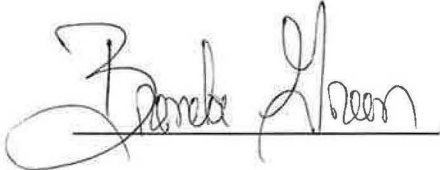
Moved by Councilwoman Manica

Supported by Council President Thomas

To adjourn the meeting; motion carried meeting adjourned at 9:13 p.m.

## CERTIFICATE

I, hereby certify that the attached is a copy of the minutes of the Virtual & In-Person Regular Meeting held the 17<sup>th</sup> day of March 2025 and that said proposed minutes are available for public inspection at the address designated on the posted public notice.

 City Clerk