

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

Monday, March 3, 2025

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

Present: Council Pro Tem Robinson, Councilwoman Manica, and Councilman Ash-Shafii, (4).

Absent: Councilwoman Martin (excused) (1).

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

APPROVAL OF AGENDA

Moved by Councilman Ash Shafii

Supported by Council Pro Tem Robinson

To approve the agenda as submitted. Yeas (4), Nays (0), Absent (1).

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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 February 18, 2025 Yeas (4), Nays (0), Absent (1).

Moved by Councilwoman Martin

Supported by Councilman Ash Shafii

To approve the proposed minutes from the In-Person and Virtual Workshop Meeting held February 18, 2025. Yeas (4), Nays (0), Absent (1).

V

**CITY ADMINISTRATION/RECREATION:
03-3-25**

Moved by Councilwoman Manica
Supported by Councilman Ash Shafii

RESOLUTION TO ISSUE CONTRACT FOR SPARKS GRANT PROJECT PRIME PROFESSIONAL

WHEREAS, the City of Highland Park was awarded \$982,700 in Spark Grant funding administered by the Council of Michigan Foundation through a partnership with the Michigan Department of Natural Resource to enhance recreation opportunities at Ives Field; and

WHEREAS, this project will provide renovations and enhancement to Ives Park, located near the Recreation Building and Joe Louis Greenway in the City of Highland Park, for safe, healthy recreation. The City of Highland Park plans to install a pickleball court, (2) baseball fields and backstops, and a playground; and

WHEREAS, the city received six bids in response to their RFP, which were reviewed by an Evaluation Committee; and

WHEREAS, the Evaluation Committee is recommending the SmithGroup as the Project Prime Professional (see score sheet below); and

WHEREAS, this request is for approval of the attached contract for a Project Prime Professional, as required by the Spark grant; and

WHEREAS, the Project Prime Professional is responsible for all services of the contract including development of design drawings, and managing bidding processes and overseeing the preconstruction, construction, and postconstruction phases, as well as project reporting, and compliance. The Project Prime Professional is responsible for permit owner occupancy at the earliest possible dates and to assure that the project costs will remain within the project budget; and

NOW, THEREFORE, BE IT RESOLVED, that the City approves issuing a contract to the SmithGroup to serve as the Project Prime Professional for the SPARKS Grant. Yeas (3) Nays (1) Council Pro Tem Robinson, Absent (1).

CITY CLERK:

VI.

03-03-25

Moved by Council Pro Tem Robinson

Supported by Councilwoman Manica

The Clerk submitted a Parade Permit application from the Parker Pride Foundation to hold a Highland Park Michigan Week parade on May 17, 2025. Yeas (4), Nays (0), Absent (1).

COMMUNITY DEVELOPMENT:

VII

3-3-25

Moved by Councilman Ash Shafii

Supported by Council President Thomas

RESOLUTION TO SELL THE VACANT RESIDENTIAL LOT AT 144 CHURCH STREET TO THE ADJACENT PROPERTY OWNER OF 148 CHURCH STREET NATHANIEL HENDERSON

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 to the tax roll; and

WHEREAS, the City of Highland Park is the owner of the vacant residential Lot at 144 Church Street; and

WHEREAS, Nathaniel Henderson, owner of the house at 148 Church Street, adjacent to the vacant residential Lot at 144 Church Street, submitted an offer to purchase application and paid the \$25 non-refundable fee to purchase the vacant residential Lot at 144 Church 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-Resident 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 Ordinances; 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 Departments 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 144 Church Street to Nathaniel Henderson, at the cost of \$500.00 which has been determined and certified by the Assessor. Yeas (3), Nays (1) Council Pro Tem Robinson, Absent (1).

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03-3-25

VII b

Moved by Councilman Ash Shafii

Supported by Council President Thomas

To table the resolution to sell the vacant residential lot at 98 Tennyson Street to the adjacent property owners of 100Tennyson Street to Jalen Smith and Shakira Dancy until the March 17, 2025 meeting. Yeas (4) Nays (0), Absent (1).

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03-3-25

VII c

Moved by Councilman Ash Shafii

Supported by Councilwoman Manica

Refer to the CED Director for a development agreement.

Resolution to sell the vacant residential lot at 16143 Oakland Avenue to the adjacent property owner of 16141 Oakland Avenue- Peripheral Industries, LLC, a Michigan limited liability company. Yeas (4), Nays (0), Absent (1).

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03-3-25

VII d

Moved by Councilman Ash Shafii

Supported by Council President Thomas

RESOLUTION TO SELL THE VACANT RESIDENTIAL LOT AT 234 PASADENA STREET TO THE ADJACENT PROPERTY OWNER OF 230 PASADENA STREET – RONESHA MOORE

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 to the tax roll; and

WHEREAS, the City of Highland Park is the owner of the vacant residential Lot at 234 Pasadena Street; and

WHEREAS, Ronesha Moore, owner of the house at 230 Pasadena Street, adjacent to the vacant residential Lot at 234 Pasadena Street, submitted an offer to purchase application and paid the \$25 non-refundable fee to purchase the vacant residential Lot at 230 Pasadena 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 Ordinances; 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 the 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 234 Pasadena Street to Ronesha Moore, at the cost of \$500.00 which has been Determined and certified by the Assessor. Yeas (3), Nays Council Pro Tem Robinson (1), Absent (1).

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3-3-25

VII-e

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.

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).

*** Council President requested a five-minute recess.

Moved by Councilman Ash Shafii
Supported by Councilwoman Manica
Meeting recessed as 8:03 p.m.

Moved by Councilman Ash Shafii
Supported by Councilwoman Manica
The meeting reconvenes at 8:06 p.m.

CITY COUNCIL:

03-03-25
VIII.

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

To renew the following Board of Review members 2-year terms expiring February 2027.

Jamille Edwards
Cassandra Walker
Lucy Frye
Nathan Harvey
Yeas (4), Nays (0), Absent (0).

WATER DEPARTMENT:

03-03-25
IX. a

Moved by Councilwoman Manica
Supported by Councilman Ash Shafii

**RESOLUTION REQUESTING THE PUBLIC ADVERTISEMENT FOR PURPOSES OF RECEIVING
CONSTRUCTION BIDS FOR TWO STORMWATER CONSTRUCTION PROJECTS UNDER THE 2023 STATE
HIGH WATER INFRASTRUCTURE (SHWI) GRANT**

WHEREAS, it is necessary for the City of Highland Park Engineering Department to improve Stormwater Management as identified in Appendix A Project Specifications, under the State High Water Infrastructure Grant Agreement for the City of Highland Park 2023 Stormwater Management Improvement Program; and

WHEREAS, the City of Highland Park is required by the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE) under the SHWI Grant Agreement to complete two stormwater projects in addition to completing a stormwater feasibility study, tree plantation and update for the Master Plan & Capital Improvement Plan; and

WHEREAS, the City Council has reviewed and approved the acceptance of the 2023 SHWI Grant Program for a total of \$1,500,000,00 to EGLE; and

WHEREAS, the two selected stormwater project areas are located at the Ernest T. Ford Recreation Center at 10 Pitkin Street, and west of the intersection of Third Avenue & Pitkin Street; and

WHEREAS the construction of these two stormwater projects will take place in coordination with the Highland Park Recreation Department; and

WHEREAS, Project 1 of 2 will include refurbishment of a land strip just east of the Ives Field Park, and Project 2 of 2 will include refurbishment of the parking lot located south of Pitkin Street, extending up to south of the south property line of the Recreation Department located at 10 Pitkin Street; and

WHEREAS, it is the intent of the Engineering Department that when the construction contract is awarded that construction for the two projects would tentatively begin May/June of 2025; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Highland Park Engineering Department, in coordination with the Recreation Department, is authorized to publicly advertise the 2023 State High Water Infrastructure Grant Stormwater Construction projects for the purpose of soliciting construction bids. Yeas (4), Nays (0), Absent (0).

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03-03-25

IX-b

Moved by Councilwoman Manica

Supported by Councilman Ash Shafii

RESOLUTION REQUESTING THE PUBLIC ADVERTISEMENT FOR PURPOSES OF RECEIVING
CONSTRUCTION BIDS FOR THE FY2024 AMERICAN RESCUE PLAN (ARP) STATE REVOLVING FUND WATER
MAIN AND LEAD SERVICE LINE REPLACEMENT PROJECT

WHEREAS, it is necessary for the City of Highland Park Water Department to address water main improvements as identified in Section 3.9 of the 2024 EGLE Administrative Compliance Agreement ACA-399-02-2024 (ACA); and

WHEREAS, the City of Highland Park is required under the administration rules promulgated under the Michigan Safe Drinking Water Act, 1976 PA399 as amended (Act 399) to meet additional requirements including water quality parameter monitoring, source water monitoring, corrosion control treatment, and public education, as well as being mandated to replace a higher percentage of lead service lines; and

WHEREAS, the City Council has reviewed and approved the FY2020 DWRF Project Plan Application, that included a multiple year plan between FY2020 through FY2024, as submitted to EGLE; and

WHEREAS, the approved scope of this project includes the replacement of approximately 8.1 lineal miles of water main and approximately 1.053 service lines; and

WHEREAS, it is the intent of the Water Department Director that when the construction contract is awarded that construction would tentatively begin May/June of 2025; and

NOW, THEREFORE BE IT RESOLVED, the City of Highland Park Water Department requests to publicly advertise the FY2024 Water Main and Service Line Replacement project for purposes of soliciting construction bids, after receiving EGLE permit, tentatively anticipated on Wednesday, March 5, 2025. Yeas (4) Nays (0), Absent (0).

Moved by Councilman Ash Shafii
Supported by Councilwoman Manica

To adjourn the meeting; motion carried meeting adjourned at 9:04 p.m.