

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

**September 5, 2023**

Council convened at 7:02 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: None (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 Manica

To approve the agenda with additional language added to the last paragraph of the resolution.

For agenda item VII (approve the sale purchase and development agreement)

Yeas (3), Nays (2) Council Pro Tem Robinson and Councilwoman Martin, Absent (0).

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**APPROVAL OF MINUTES**

Moved by Councilman Ash-Shafii

Supported by Councilwoman Manica

To approve the minutes of the In-Person and Virtual Regular meeting held August 21, 2023. Yeas (5), Nays (0), Absent (0).

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**TABLED ITEM FROM AUGUST 21, 2023.**

**09-5-23**

Moved by Councilman Ash-Shafii

Supported by Councilwoman Manica

To remove the following resolution from the table.

**WHEREAS** The City of Highland Park holds in its inventory a surplus of City-Owned 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 city-owned parcels and return them to productive use; and

**WHEREAS** the City of Highland Park is the owner of the vacant adjacent lot at 55 Avalon, (vacant lot adjacent to resident's home); and

**WHEREAS** all fees have been previously paid, and required clearances obtained from the Water Department, Treasurer, City Engineer, CED and Legal Departments are signed off and ready to purchase; and

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council approves the sale of the vacant lot located in Highland Park MI at the cost of \$500.00. Yeas (5), Nays (0), Absent (0).

Moved by Councilman Ash-Shafii

Supported by Council Pro Tem Robinson

To approve the above resolution to sell the vacant residential adjacent lot at 55 Avalon to the adjacent property owner at 51 Avalon. Yeas (2), Nays (3) Councilwoman Manica, Councilwoman Martin and Council President Thomas, Absent (0).

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**MAYOR:**

**VI a 09-5-23**

Moved by Councilwoman Manica

Supported by Council President Thomas

RESOLUTION FOR THE DESIGNATION AND APPROVAL OF STREET ADMINISTRATOR FOR ACT 51 BY  
THE CITY OF HIGHLAND PARK ENGINEERING DEPARTMENT

**WHEREAS** the Section 13(9) of Act 51, Public Acts of 1951 provides that each incorporated city and villages to which funds are returned under the provision of this section that, the responsibility for street improvements, maintenance, and traffic operations work, and the development, constructions, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant of this act: and

**WHEREAS** the municipality authorized representative is hereby jointly or severally authorized to take any actions necessary to comply with then requirement so of the ACT 51 funding. The Authorized Representative is hereby jointly or severally authorized to execute and deliver such other contracts, certificate, documents, instruments, applications and other papers as may be required by Section 13 of ACT 51 or as may be otherwise necessary to affect the approval and delivery of does hereby determine it necessary to grant will; and

**BE IT RESOLVED** that this Honorable Body designates and approves the appointment of Damon L. Garrett, PE, City Engineer of Record, as the single Street Administrator of the City of Highland Park in all transactions with the Michigan State Department of Transportation (MDOT) as provided in Section 13 of the ACT. Yeas (4), Nays (1) Councilman Ash-Shafii, Absent (0).

**VI b 09-5-23**

Moved by Councilwoman Manica  
Supported by Councilwoman Martin

RESOLUTION TO RE-APPOINT GREGOIRE EUGENE-LOUIS, LESLIE ROBINSON, DEREK BROWN AND  
KACI JACKSON TO THE TAX INCREMENT AUTHORITY (TIFA BOARD)

**WHEREAS** the City has established the TIFA Board to oversee the policies & procedures of the TIFA District; and

**WHEREAS** the Administration is seeking to improve, redevelop and grown he economic development in the city; and

**WHEREAS** in accordance with the TIFA District Ordinance, the Board is to consist of seven (7) members of the City of Highland Park appointed by the mayor; and

**WHEREAS** the appointments of the TIFA Board members are subject to Council approval;

**NOW, THEREFORE, BE IT RESOLVED** that the Highland Park City Council approves the Mayoral appointments for the TIFA Board as follows:

Gregoire Eugene Louis	Term to expire June 30, 2024
Leslie Robinson	Term to expire June 30, 2026
Derek Brown	Term to expire June 30, 2025
Kaci Jackson	Term to expire June 30, 2026

Yeas (3), Nays (2) Councilman Ash Shafii and Council Pro Tem Robinson, Absent (0).

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**VI c 09-5-23**

Moved by Councilwoman Manica  
Supported by Council President Thomas

RESOLUTION TO APPOINT TREVOR S. SARTER AND CHRISTOPHER WOODARD TO THE TAX  
INCREMENT FINANCING AUTHORITY (TIFA BOARD)

**WHEREAS** the City has established the TIFA Board to oversee the policies & procedures of the TIFA District; and

**WHEREAS** the Administration is seeking to improve, redevelop and grown the economic development in the city; and

**WHEREAS** in accordance with the TIFA District Ordinance, the Board is to consist of seven (7) members of the City of Highland Park appointed by the mayor; and

**WHEREAS** the appointments of the TIFA Board members are subject to Council approval.

**NOW, THEREFORE, BE IT RESOLVED**, that the Highland Park City Council approves the Mayoral appointments for the TIFA Board as follows:

Trevor S. Sarter	Term to expire June 30, 2027
Christopher Woodard	Term to expire June 30, 2027

Yeas (3), Nays (1) Council Pro Tem Robinson, Absent (0)

\*\* Councilman Ash-Shaffi stated he was not voting.

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#### **VI d 09-5-23**

Moved by Councilwoman Manica  
Supported by Councilwoman Martin

RESOLUTION TO RE-APPOINT RYAN JOHNSON, ERICA GEORGE, MICHAEL CURIS, BRENDA HICKES  
AND R.J. WATKINS TO THE BOARD OF POLICE AND FIRE COMMISSION

**WHEREAS** the Board of Police and Fire Commissioners is responsible for reviewing investigating and resolving any complaint concerning the operation of the Police and Fire Department; and

**WHEREAS** the Board is obligated to follow state statute and law pertaining to their responsibility;  
and

**WHEREAS** the appointments to the Board are subject to City Council approval.

**NOW, THEREFORE, BE IT RESOLVED**, that the Highland Park City Council approves the re-appointments to the Board of Police and Fire Commission as follows:

Ryan Johnson	term to expire August 31, 2027
Erica George	term to expire August 31, 2027
Michael Curis	term to expire August 31, 2027
Brenda Hickes	term to expire August 31, 2027
R.J. Watkins	term to expire August 31, 2027

Yeas (3), Nays (2) Council Pro Tem Robinson and Councilman Ash Shafii, Absent (0).

**COMMUNITY DEVELOPMENT:**

**VII 09-05-23**

Moved by Councilwoman Manica  
Supported by Council President Thomas

RESOLUTION TO SELL THE VACANT RESIDENTIAL LOTS AT 106, 115, 135, 137, 145, 148, 151, 159, 161, 165, 166, 167, AND 169 E. BUENA VISTA TO THE NORTH END WOODWARD COMMUNITY COALITION (NEWCC)

**WHEREAS** the City of Highland Park holds in its inventory a surplus of city-owned 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 city-owned parcels and return them to productive use; and

the City of Highland Park is the owner of the vacant lot at

Parcel 1: 6593 LOT 84 BUENA VISTA SUB ¼ SEC 17 1000 AT L 14, P 28 WCR

Tax Identification: 43013040084000

Commonly known as: 106 E. Buena Vista

Parcel 2: 6514 LOT 23 BUENA VISTA SUB ¼ SEC 17 1000 AT L 14, P 28 WCR

Tax Identification 43013040023000

Commonly known as: 115 E. Buena Vista

Parcel 3: 6518 E. 20 FT. OF LOT 26 ALSO W. 10 FT. OF LOT 27 BUENA VISTA SUB 1/4 SEC 171000 AT L 14 P 28 WCR

Tax Identification 43013040026002

Commonly known as: 135 E. Buena Vista

Parcel 4: 6519 W 30 FT OF THEE. 40FT. OF LOT 27 BUENA VISTA SUB ¼ SEC 171000 AT L14 P 28 WCR

Tax Identification: 43013040027002

Commonly known as: 137 E. Buena Vista

Parcel 5: 6523 E. 25 FT. OF LOT 29 BUENA VISTA SUB ¼ sec 17 1000 at l 14 p 28 WCR

Tax Identification: 43013040029002

Commonly known as: 145 E. Buena Vista

Parcel 6: 6581 E 33FT OF LOT 76 BUENA VISTA SUB 1/4 SEC 17 1000 AT L 14 P 28 WCR

Tax Identification 43013040076001

Commonly known as: 148 E. Buena Vista

Parcel 7: 6524 LOT 30 BUENA VISTA SUB ¼ SEC 17 1000 AT l 14 P 28 WCR

Tax Identification: 43013040030000

Commonly known as: 151 E. Buena Vista

Parcel 8: 6525 LOT 31 BUENA VISTA SUB 1/4 SEC 17 1000 AT L 14 P 28 WCR

Tax Identification: 4301304003100

Commonly known as: 157 E. Buena Vista

Parcel 9: 6526 W 25 FT. OF LOT 32 BUENA VISTA SUB ¼ SEC 17 1000 AT L 14 P 28 WCR

Tax identification: 43013040032001

Commonly known as: 159 E. Buena Vista

Parcel 10: 6527 E. 25 FT. OF LOT 32 BUENA VISTA SUB ¼ SEC 17 1000 AT L 14 P 28 WCR

Tax Identification: 43013040032002

Commonly known as: 161 W. Buena Vista

Parcel 11: 6578 LOT 73 BUENA VISTA SUB 1/4 SEC 17 1000 AT L 14 P 28 WCR

Tax Identification: 43013040073000

Commonly known as: 162 E. Buena Vista

Parcel 12: 6528 W. 25FT OF LOT 33 BUENA VISTA SUB 1/4 SEC 17 1000 AT L 14 P 28 WCR

Tax Identification: 43013040033001

Commonly known as: 165 E. Buena Vista

Parcel 13: 6577 LOT 72 BUENA VISTA SUB 1/4 SEC 17 1000 AT L 14 P 28 WCR

Tax Identification: 43013040072000

Commonly known as: 166 E. Buena Vista

Parcel 14: 6529 E. 25 FT. OF LOT 33 BUENA VISTA SUB 1/4 SEC 17 1000 AT L 14 P 28 WCR

Tax Identification: 43013040033002

Commonly known as: 167 E. Buena Vista

Parcel 15: 6530 LOT 34 BUENA VISTA SUB ¼ SEC 17 1000 AT L 14 P 28 WCR

Tax Identification: 43013040034000

Commonly know as: 169 E Buena Vista

**WHEREAS** NEWCC is proposing to develop 30 new affordable homes to be purchased by low-income households through a Community Land Trust model; and

**WHEREAS** NEWCC proposed a plan consist of 19 lots total, in which 15 lots are owned by the City of Highland Park; and

**WHEREAS** all fees have been previously paid, and required clearances obtained from the Water Department, Treasurer, City Engineer, CED and Legal Departments are signed off and ready to purchase; and

**NOW THEREFORE, BE IT RESOLVED**, that the City Council approves the sale of the purchase of the vacant lots and the development agreement to NEWCC at the cost of \$500.00 per lot.

Councilman Ash-Shafii stated he had to go to the restroom before the vote was taken on this item.

Councilman Ash-Shafii returned and excused himself from the meeting at 8:58 p.m. stating that he wasn't giving a vote to this item and not getting involve.

Yeas (2) Council President Thomas and Councilwoman Manica, Nays (2) Council Pro Tem Robinson and Councilwoman Martin, Absent (0).

**ADJOURNMENT:**

Moved by Councilwoman Manica

Supported by Councilwoman Martin

To adjourn the meeting; motion carried, meeting adjourned at 9:46 p.m.