

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

JUNE 16, 2025

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

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

Absent:, (0).

A quorum being present, Council was declared in session.

APPROVAL OF AGENDA

Moved by Councilman Ash-Shafii
Supported by Councilwoman Manica

To approve the agenda with the addition of a resolution from Administration regarding Summer Youth Employment and from the Police Department regarding the purchase of 2 new vehicles. Yeas (5), Nays (0), Absent (0).

APPROVAL OF MINUTES

Moved by Councilwoman Manica
Supported by Council President Thomas

To approve the minutes of the In-Person and Virtual Workshop meeting held June 2, 2025. Yeas (4), Nays (1) Robinson, Absent (0).

*

Moved by Councilwoman Manica
Supported by Council President Thomas

To approve the minutes of the In-Person and Virtual Regular meeting held June 2, 2025. Yeas (5), Nays (0), Absent (0).

**BID OPENING
06-16-25 V**

The Clerk stated this was the place and time to open bids received for Vehicle Towing, Storage, and Clean Up Services.

Chief McMahon stated there was an error in the RFP and asked that the bids not be opened.

Moved by Councilwoman Martin
Supported by Councilman Ash-Shafii

To close the bid opening. Yeas (5), Nays (0), Absent (0).

TABLED ITEM
06-16-25 VI

The following item was tabled at the June 2, 2025 Regular meeting.

**A RESOLUTION TO APPROVE THE REVISED COMPREHENSIVE SAFETY ACTION PLAN
AND TO ENDORSE VISION ZERO, FOR THE CITY OF HIGHLAND PARK TO STRIVE TO
ACHIEVE ZERO TRAFFIC DEATHS AND INCAPACITATING INJURIES ON THE STREETS
OF HIGHLAND PARK BY 2040**

Moved by Councilwoman Manica
Supported by Council President Thomas

To bring back from the table. Yeas (5), Nays (0), Absent (0).

Moved by Councilwoman Manica
Supported by Councilwoman Martin

WHEREAS, the Comprehensive Safety Action Plan was initially developed under the FY2022 Safe Streets for All (SS4A) Action Plan Grant by the U.S. Department of Transportation (DOT) and previously presented to, and approved by the City Council on September 16th, 2024; and

WHEREAS, the Comprehensive Safety Action Plan provides a basis for planning, infrastructure, behavioral, and operational initiatives to prevent death and serious injury on roads and streets involving all roadway users, including pedestrians; bicyclists; and motorists; and

WHEREAS, subsequent to its initial adoption, the Comprehensive Safety Action Plan has undergone revisions and updates to further enhance its effectiveness and alignment with the feedback from the Highland Park community; and

WHEREAS, the revised Comprehensive Safety Action Plan will continue to provide the framework to advance traffic safety improvement in a coordinated manner throughout the City; and

WHEREAS, the revised Comprehensive Safety Action Plan will enable the City Engineering Department to qualify for future Implementation Grants through the DOT to fund projects from the Action Plan that will assist with traffic safety improvement through rehabilitation and replacement of city roads and infrastructure; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Highland Park City Council offered the resolution and moved for the following:

1. Approve the revised Comprehensive Safety Action Plan with proposed traffic safety improvement projects and;

2. Endorse Vision Zero as part of a comprehensive effort to achieve zero deaths and serious injuries on the streets of Highland Park by 2040; and
3. After documentation of all comments received from citizens, the Council and DOT on this Action Plan, the City Engineer is authorized to take all necessary actions to give this resolution effect this 2nd day of June 2025.

Yeas (3) Thomas, Manica and Martin, Nays (2) Robinson and Ash-Shafii, Absent (0).

ADMINISTRATION

06-16-25 VII a

The following resolution was submitted for approval.

RESOLUTION TO APPROVE THE PROPOSED BUDGET AMENDMENT FOR THE FOURTH QUARTER ENDING JUNE 30, 2025, AS PRESENTED BY MAYOR GLENDA MCDONALD

Moved by Councilwoman Manica

Supported by Council President Thomas

WHEREAS, the City of Highland Park is required by the State of Michigan to submit an annual operating budget prior to the beginning of each fiscal year; and

WHEREAS, the Budget Act of the State of Michigan requires periodic amendments to the original budget as facts and circumstances change throughout the year; and

WHEREAS, the Budget Act requires that all expenditures be properly appropriated by the governing body prior to the end of the fiscal year; and

WHEREAS, the Mayor and Highland Park City Council want to ensure the City continues to be compliant with the Budget Act and maintain a balanced budget; and

WHEREAS, total proposed amendments to revenues and expenditures by fund are:

Fund	Revenue	Expenditures
General (101)	\$164,500	(\$35,500)
Building Department (211)	\$235,000	\$235,000

NOW, THEREFORE, BE IT RESOLVED that the Highland Park City Council adopts the Proposed Budget Amendment for the fourth quarter of fiscal year 2024 – 2025 on an activity/department basis as presented by Mayor Glenda McDonald. Yeas (4), Nays (1) Robinson, Absent (0).

*

06-16-25 VII b

The following resolution was submitted for approval.

RESOLUTION TO APPROVE AGREEMENT BETWEEN DETROIT WAYNE INTEGRATED HEALTH NETWORK AND THE CITY OF HIGHLAND PARK SUMMER YOUTH EMPLOYMENT PROGRAM

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

WHEREAS, the City of Highland Park has an interest in promoting the health, safety, and welfare of its citizens; and

WHEREAS, engaging the youth in the community in positive activities during the summer months; and

WHEREAS, the City has been awarded monies by Detroit Wayne Integrated Health Network in the amount of \$45,000 to fund a summer youth program to allow eligible participants to earn income during the summer, while performing safe yet constructive employment activities, which are in the best interest of the youth and the community.

NOW, THEREFORE, BE IT RESOLVED that the City of Highland Park approves acceptance of \$45,000 from Detroit Wayne Integrated Health Network for the funding of the Summer Youth Employment Program. Yeas (5), Nays (0), Absent (0).

CITY CLERK
06-16-25 VIII

A Fireworks License Application for Yellow Box Fireworks, LLC. was submitted for approval.

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

To approve the fireworks license application submitted by Yellow Box Fireworks, LLC, to be located in the parking lot of Glory Supermarket. Yeas (5), Nays (0), Absent (0).

COMMUNITY DEVELOPMENT
06-16-25 IX a

The following resolution was submitted for approval.

**RESOLUTION TO APPROVE THE VACATION OF PORTIONS OF PUBLIC ALLEY
ADJACENT TO 13232 WOODWARD AVENUE FOR DMC PROPERTY MANAGEMENT**

Moved by Councilman Ash-Shafii
Moved by Councilwoman Manica

WHEREAS, the City of Highland Park has received a petition from Darshita Chaudhary on behalf of DMC Property Management, LLC to vacate portions of public alley adjacent to 13232 Woodward Avenue to support expansion of the Highland Room, an event space; and

WHEREAS, the subject portion of public alley is currently an unvacated public alley, and does not maintain any utilities or sewers which require easements; and

WHEREAS, the purpose of the vacation is to allow pedestrian access and expanded parking for the existing commercial use at 13232 Woodward Avenue; and

WHEREAS, per Section 1246.04 of the Highland Park Zoning Ordinance and Section 256 of the Subdivision Act, the City Council must adopt a resolution to vacate any public alley or right-of-way; and

WHEREAS, the proposed vacation will be consistent with the adjacent TOD zoning and is required to support the applicant's development goals; and

WHEREAS, the vacation area includes portions of the east half of the alley adjacent to 26 Beresford (Parcel ID #43-013-02-0104-300) as legally described: Lots 104 and 105, also the north 42.00 feet of the east 1/2 of the adjacent vacated alley, also including the south 42.00 feet of the east 1/2 of the adjacent vacated alley of B. McKay's Subdivision, 1/4 Sec 17, W.C.R.-K-114.10; and

WHEREAS, all required Planning Commission and departmental reviews have been initiated, and following public notice and a hearing, the Planning Commission on Wednesday April 9, 2025, recommendation the City Council approve this alley/street vacation request; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Highland Park hereby approves the vacation of the aforementioned alley portions as legally described, subject to all required departmental signoffs, and directs the City Clerk to record the vacation with the Wayne County Register of Deeds upon completion of all required approvals. Yeas (3) Thomas, Manica and Ash-Shafii, Nays (2) Robinson and Martin, Absent (0).

*

06-16-25 IX b

The following resolution was submitted for approval.

RESOLUTION TO APPROVE THE REZONING OF VACATED PARCELS ADJACENT TO 13232 WOODWARD AVENUE TO TRANSIT ORIENTED DEVELOPMENT (TOD)

Moved by Councilwoman Manica

Moved by Council President Thomas

WHEREAS, DMC Property Management, LLC submitted a zoning application requesting the rezoning of parcels and vacated right-of-way adjacent to 13232 Woodward Avenue to support expansion of the Highland Room commercial event space; and

WHEREAS, the current zoning designations for the subject area include R-1 Single- Family Residential and unzoned right-of-way; and

WHEREAS, the applicant is proposing the use of the newly combined parcels and vacated alley area for parking and pedestrian access, which requires consistency in zoning designation; and

WHEREAS, the City of Highland Park Planning and Zoning Department has reviewed the rezoning request under Section 1216.05 and finds that the proposed TOD zoning is consistent with the existing use, adjacent zoning, and aligns with the goals of the City's Master Plan; and

WHEREAS, all required Planning Commission and departmental reviews have been initiated, and following public notice and a hearing, the Planning Commission on Wednesday April 9, 2025, recommendation the City Council approve this rezoning request; and

WHEREAS, the rezoning supports the intent to promote mixed-use, walkable development patterns consistent with the Transit Oriented Development zoning district; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Highland Park hereby approves the rezoning of the subject vacated parcels and right-of-way, as legally described in accompanying planning documents, to Transit Oriented Development (TOD). Yeas (2) Thomas and Manica, Nays (3) Robinson, Martin and Ash-Shafii, Absent (0).

**ENGINEERING
06-16-25 X**

The following resolution was submitted for approval.

**RESOLUTION TO ISSUE REQUEST FOR QUOTE FOR
SINKHOLE/CATCH BASIN REPAIRS**

Moved by Councilwoman Manica
Supported by Councilwoman Martin

WHEREAS, since 2019, the City Engineering Department, in conjunction with the Department of Public Works (DPW), has continuously assessed all of the public roadways in the city and identified and repaired roads, sinkholes and catch basins throughout the city that posed a potential threat to the infrastructure as well as to the safety of the residents and road users; and

WHEREAS, since 2019, the following repairs have been completed (year 2023 was not completed due to insufficient funds):

Year	# of repairs	Approx. Cost
2019	69	\$318,000.00
2021	79	\$393,750.00
2022	56	\$299,998.42
2024	33	\$225,000.00
Proposed for 2025	23	\$200,000.00

WHEREAS, the City Engineering Department and (DPW) would like to repair twenty-three (23) sinkholes/catch basins in 2025 with the first twenty-three (23) Identified on the attached listing; and

WHEREAS, the number of sinkhole repairs may be Increased if conditions warrant and Act 51 funds are available; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City approves issuing a Request for Quote (RFQ) for twenty-three (23) sinkhole repairs to be completed out of the approved DPW budget through Act 51 funds. Yeas (5), Nays (0), Absent (0).

**PUBLIC WORKS
06-16-25 XI**

The following resolution was submitted for approval.

**RESOLUTION TO APPROVE CONTRACT WITH PRIORITY WASTE, LLC FOR SOLID
WASTE COLLECTION SERVICES**

Moved by Councilwoman Manica
Supported by Council President Thomas

WHEREAS, the current contract with Priority Waste LLC. expires on June 30, 2025; and

WHEREAS, on May 5, 2025, the city approved a resolution to issue an RFP for solid waste collection services, including bulk goods and yard waste; and

WHEREAS, on June 2, 2025, Priority Waste was the only bid received for these services: and

WHEREAS, the city wishes to enter into a five-year contract with Priority Waste for solid waste collection services, including bulk goods and yard waste.

NOW, THEREFORE, BE IT RESOLVED that the City approves issuing a contract to Priority Waste, LLC for solid waste collection services. Yeas (5), Nays (0), Absent (0).

**POLICE
06-16-25 XII**

The following resolution was submitted for approval.

**RESOLUTION TO APPROVE THE PURCHASE OF (2) TWO NEW POLICE VEHICLES
FROM GORNO FORD FOR THE POLICE DEPARTMENT**

Moved by Councilwoman Manica
Supported by Council President Thomas

WHEREAS, the City wishes to add (2) two new patrol vehicles to replace the current aging fleet. Vehicles will assist in 1) the reduction of maintenance expenses, 2) improved vehicle uptime and 3) the reduction of crime, and

WHEREAS the City of Highland Park Police Department requested a quote for (2) two new 2025 Vehicles through the State of Michigan MiDEAL program to obtain optimal pricing; and

WHEREAS, GORNO FORD offered (2) two new police vehicles for \$93,770.00; and

WHEREAS the vehicles will require upfitting at a total cost not to exceed \$20,000.00; and

WHEREAS the State of Michigan MiDEAL Program is an extended purchasing program which allows Michigan cities to use state contracts to buy goods and services; and

WHEREAS the City is currently a MiDEAL dues paying member and GORNO FORD is a MiDEAL vendor; and

WHEREAS the prices from the MiDEAL contract for vehicles from GORNO FORD has an overall savings of approximately \$15,100.00 that could be realized by the City when compared to vehicles purchased from other vendors; and


NOW, THEREFORE, BE IT FURTHER RESOLVED that the City approves the purchase of (2) two vehicles from GORNO FORD for a total cost of \$93,770.00 and upfitting not to exceed \$20,000. Yeas (5), Nays (0), Absent (0).

ADJOURNMENT

Council President declared meeting adjourned at 9:37 p.m.

CERTIFICATE

I hereby certify that the attached is a copy of the minutes of the In-Person and Virtual Regular Meeting held the 16th day of June 2025 and that said minutes are available for public inspection at the address designated on the posted public notice.



Cidia Wicker-Brown, Deputy City Clerk