

Southgate City Council Agenda

Council Chambers

14400 Dix-Toledo Rd., Southgate, Michigan 48195

Wednesday February 21, 2024

6:30pm

Work Study Session

1. Presentation to Bill Colovos
2. Officials Reports
3. Discussion of Agenda Items

7:00 pm

Regular Meeting

Pledge of Allegiance

Roll Call:

Ayres-Reiss, Gawlik, George, Graziani, Kowalsky, Kuspa, Rauch

Minutes:

1. Special Meeting Minutes for January 11, 2024
2. Work Study Meeting Minutes dated February 7, 2024
3. Regular City Council Meeting Minutes dated February 7, 2024

Scheduled Persons in the Audience:

Consideration of Bids:

1. Letter from Mayor; Re: Award Bid for Water Service Material Investigation Project
2. Letter from Mayor; Re: Award Bid for Purchase of Police Department Duty Firearms & Equipment

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Scheduled Hearings:

Communications "A"

1. Letter from Fire Chief; Re: Request to use a Grant Writer
2. Letter from Mayor; Re: Purchase of Water Meter Reading Software (Waiver of Bid)
3. Letter from Mayor; Re: Purchase of Replacement Network Server (Waiver of Bid)
4. Memo from Administrator; Re: Storm Water Management Agreement for 15041 Eureka Road – Tommy's Car Wash
5. Memo from Administrator; Re: Rezoning of 16067 Eureka Road from P-1 Vehicular Parking To C-2 General Business
6. Memo from Administrator; Re: Agreement for Building Department Inspection Services
7. Memo from ACA/Finance Dir.; Re: Request for Public Hearings:
 1. Southgate-Wyandotte Operation/Maintenance/Capital Special Assessment Costs
 2. Water and Sewer Rates

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Communications "B" – (Receive and File):

Ordinances:

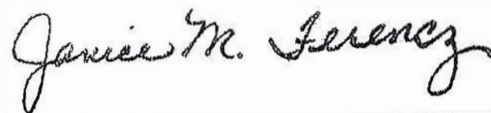
Old Business:

New Business:

Unscheduled Persons in the Audience:

Claims & Accounts: Warrant #1491 \$5,414,223.59

Adjournment:



Janice M. Ferencz, City Clerk

City of Southgate

Special City Council Meeting

January 11, 2024

A Special Meeting of the Council of the City of Southgate was held on Thursday, January 11, 2024 in the Southgate City Hall Council Chambers and was called to order at 6:00 PM by Council President Zoey Kuspa.

This meeting began with the Pledge of Allegiance.

Present: Priscilla Ayres-Reiss, Karen George, Christian Graziani, Greg Kowalsky, Zoey Kuspa, Phil Rauch
Absent:
Also Present: Mayor Joseph G. Kuspa, City Attorney Ed Zelenak, City Administrator Dan Marsh, Recreation Director Julie Goddard & Building Inspections Director Tim Leach

Council Vacancy:

1. Posting of Hiring Notice to fill Council Vacancy moved by Ayres-Reiss, supported by George, RESOLVED THAT the Southgate City Council approve the posting of a hiring notice on January 12th to fill the vacant seat on City Council with the closing date of January 26th at 3:00 p.m. Motion carried unanimously.
2. Schedule Special Meeting to Review, Interview, Discuss Applications and to Appoint an Applicant to Fill the Council Vacancy moved by Kowalsky, supported by Rauch, RESOLVED THAT the Southgate City Council schedule a special meeting on February 1st at 6:00 p.m. in the City Council Chambers to review, interview and discuss applications and to appoint an applicant to fill the Council vacancy. Motion carried unanimously.
3. Council Vacancy Application Approval moved by Rauch, supported by George, RESOLVED THAT the Southgate City Council approve the application as discussed (Application is attached). Motion carried unanimously.
4. Council Vacancy Applicant Questions Approval moved by Rauch, supported by George, RESOLVED THAT the Southgate City Council approve the applicant questions as discussed. Motion carried unanimously.
 - 1: Tell us about yourself and what motivated you to apply.
 - 2: Tell us about your community involvement.
 - 3: Tell us about your life experience and what you believe makes you qualified for this role.
 - 4: What goals would you like to accomplish, and if selected what can residents and City Council expect from you?
 - 5: There will be times that you will receive negative criticism for being part of an unpopular decision and other times when the majority of council votes in a way you do not agree with. How would you handle each of these scenarios?

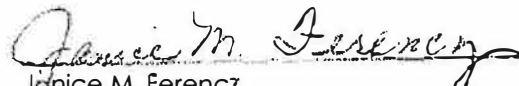
Unscheduled Persons In Audience

1. Ed Gawlik, 15121 Windemere, asked questions regarding the City Council application submitting process

Adjournment:

Moved by Rauch, supported by Kowalsky, RESOLVED THAT this Regular Meeting of the Southgate City Council be adjourned at 7:11 P.M. Carried unanimously.

Zoey Kuspa
Council President

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Janice M. Ferencz
City Clerk



City of Southgate

SOUTHGATE CITY CLERK'S OFFICE
14400 DIX-TOLEDO ROAD • SOUTHGATE, MICHIGAN 48195 • 734-258-3015 • EMAIL: CLERK@SOUTHGATEMI.GOV

COUNCIL VACANCY APPOINTMENT APPLICATION

Name: _____ Date: _____

Address: _____

Email Address: _____ Phone Number: _____

Please answer the following questions to the best of your ability. If more space is needed use additional pages.

Have you ever been convicted of a misdemeanor? _____ Arrested for a felony? _____ Convicted of a felony? _____

If yes to any of the above, please explain on a separate sheet of paper. A conviction would not necessarily prohibit you from being appointed.

Are you at least 18 years of age? _____ Are you registered to vote in Southgate? _____

Years of Residency in Southgate? _____

Work history: _____

Goals you hope to achieve while serving in the position: _____

What interests, talents and/or experiences do you have that apply to serving in this position: _____

What qualifications do you have to hold this position: _____

Any additional information you would like to share: _____



City of Southgate

SOUTHGATE CITY CLERK'S OFFICE

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Please return completed form and any other documents you would like the City Council to consider to the City Clerk's office or by email at clerk@southgatemichigan.gov by 3:00 PM on January 26, 2024.

Applicants must have lived in Southgate for a minimum of thirty (30) days and cannot be in default with the city to be considered. Qualified applicants will be interviewed in front of City Council at a public Special Meeting on February 1, 2024 at 6:00 PM in the Council Chambers. At that Special Meeting, City Council will vote on the appointment.

This appointment is to complete the term ending November, 2025.

NOTE: Appointment to this position requires regular attendance at meetings. The City Council Meeting schedule is the first and third Wednesdays of every month beginning at 6:30 PM.

Are you available on the 1st and 3rd Wednesday of every month at 6:30pm? _____

If not, please do not apply.

PLEASE READ CAREFULLY

Application Waiver

I authorize investigation of all statements contained in this questionnaire. I swear and affirm that the facts provided on this form are true. I understand that the misrepresentation or omission of facts called for is cause for requesting resignation from the appointment at any time without any previous notice.

Signature of applicant: _____

Date: _____

City Council

Work Study Session

February 7, 2024

An Informal Meeting of the Council of the City of Southgate was held on February 7, 2024 at 6:30 P.M. and called to order by Council President Zoey Kuspa.

Present: Priscilla Ayres-Reiss, Edward Gawlik, Jr., Karen George, Christian Graziani, Greg Kowalsky, Zoey Kuspa, Phil Rauch

Absent:

Also Present: Mayor Joseph G. Kuspa, City Attorney Ed Zelenak, City Administrator Dan Marsh, Assistant City Administrator/Finance Director Doug Drysdale, City Clerk Janice Ferencz, City Treasurer Chris Rollet, Fire Chief Justin Graves, City Engineer John Miller, DPS Director Kevin Anderson, Recreation Director Julie Goddard & Building Inspections Director Tim Leach

Mayor Kuspa proclaimed the month of February as Black History Month.

Discussed the following agenda items:

- Storm Water Management Permit for 12780 Reeck Rd, Range USA
- Approval of Change Order No. 1 2023 Lead Water Service Replacement Program
- Approval of Bid Extension for Cross Connection Control Program (Waiver of Bid)
- Approval of Extension of Agreement for 2024 Lead Water Service Replacement Program (Waiver of Bid)
- Approval of Proposal for Recreation Master Plan Professional Services (Waiver of Bid)
- One Year Contract Extension with Royal Roofing Company, Inc. (Waiver of Bid)
- Approve Renewal of Service Agreement for Lifepak Monitors/Defibrillators (Waiver of Bid)
- Carlisle Wortman and Associates Extension
- Authorizing Execution of 2024 Wayne County Permit (A-24154)
- Proposed Schedule – FY 2024/25 Budget Process
- 2nd Reading of Update to City Code Section 1292.03(k)

This meeting ended at 6:50 p.m.

City of Southgate

Regular City Council Meeting

February 7, 2024

A Regular Meeting of the Council of the City of Southgate was held on Wednesday, February 7, 2024 in the Southgate City Hall Council Chambers and was called to order at 7:00 PM by Council President Zoey Kuspa.

This meeting began with the Pledge of Allegiance.

Present: Priscilla Ayres-Reiss, Edward Gawlik Jr., Karen George, Christian Graziani, Greg Kowalsky, Zoey Kuspa, Phil Rauch

Absent:

Also Present: Mayor Joseph G. Kuspa, City Attorney Ed Zelenak, City Administrator Dan Marsh, Assistant City Administrator/Finance Director Doug Drysdale, City Clerk Janice Ferencz, City Treasurer Chris Rollet, Fire Chief Justin Graves, City Engineer John Miller, DPS Director Kevin Anderson, Recreation Director Julie Goddard & Building Inspections Director Tim Leach

Minutes:

Moved by George, supported Rauch, RESOLVED, that the minutes of the City Council Special Meeting Session dated February 1, 2024 be approved as amended. Carried unanimously.

Moved by Rauch, supported Kowalsky, RESOLVED, that the minutes of the City Council Work Study Session dated January 17, 2024 be approved as presented. Carried unanimously.

Moved by Ayres-Reiss, supported by George, RESOLVED, that the minutes of the Regular City Council Meeting dated January 17, 2024 be approved as presented. Carried unanimously.

Communications "A":

1. Memo from Administrator; Re: Storm Water Management Permit for 12780 Reeck Rd, Range USA moved by Kowalsky, supported by George, RESOLVED THAT the Southgate City Council adopt the resolution approving the City of Southgate, Permit No. M23-0090 for the long term maintenance of the storm water management system. Motion carried unanimously.
2. Letter from Mayor; Re: Approval of Change Order No. 1 2023 Lead Water Service Replacement Program moved by George, supported by Rauch, RESOLVED THAT the Southgate City Council approve Change Order No. 1 to the 2023 Lead Water Service Replacement Program agreement with RVP Construction Inc. (PO Box 143, South Rockwood, MI 48179) for three (3) additional lead water service replacements, in the amount of \$6,745.67. Motion carried unanimously.
3. Letter from Mayor; Re: Approval of Bid Extension for Cross Connection Control Program (Waiver of Bid) moved by Gawlik, supported by Ayres-Reiss, RESOLVED THAT the Southgate City Council waive the bidding process and approve the bid extension for the Cross Connection Control Program with HydroCorp Inc. (5700 Crooks Rd., Ste. 100, Troy, MI 48098) for a two-year period commencing February 1, 2024 in the annual amount of \$34,446.00. Motion carried unanimously.
4. Letter from Mayor; Re: Approval of Extension of Agreement for 2024 Lead Water Service Replacement Program (Waiver of Bid) moved by Ayres-Reiss, supported by Gawlik, RESOLVED THAT the Southgate City Council waive the bidding process and approve extension for the 2024 Lead Water Service Replacement Program with RVP Construction, Inc. (PO Box 143, South Rockwood, MI 48179). Motion carried unanimously.
5. Letter from Mayor; Re: Approval of Proposal for Recreation Master Plan Professional Services (Waiver of Bid) moved by Rauch, supported by Kowalsky, RESOLVED THAT the Southgate City Council waive the

Regular City Council Meeting February 7, 2024

bidding process and approve the proposal for Recreation Master Plan professional services to Carlisle Wortman (117 North First Street, Suite 70, Ann Arbor, MI 48104) in the non-to-exceed amount of \$16,230.00. Motion carried unanimously.

6. Letter from Mayor; Re: One Year Contract Extension with Royal Roofing Company, Inc. (Waiver of Bid) moved by George, supported by Ayres-Reiss, RESOLVED THAT the Southgate City Council waive the bid process and approve extension through January 1, 2025 with Royal Roofing Company (2445 Brown Road, Orion, MI 48359) for Roof Leak and Repair Service at the 2018 established unit prices. Motion carried unanimously.
7. Letter from Mayor; Re: Approve Renewal of Service Agreement for Lifepak Monitors/Defibrillators (Waiver of Bid) moved by Ayres-Reiss, supported by Rauch, RESOLVED THAT the Southgate City Council waive the bidding process and approve the renewal of the Procure service maintenance agreement with Stryker Medical (1901 Romence Road Parkway, Portage, MI 49002) for the Lifepak 15 monitor/defibrillators, for a four-year term in the total amount of \$15,868.80. Motion carried unanimously.
8. Memo from Administrator; Re: Carlisle Wortman and Associates Extension moved by Gawlik, supported by Kowalsky, RESOLVED THAT the Southgate City Council retain Carlisle Wortman and Associates, Inc. (117 North First Street, Suite 70, Ann Arbor, MI 48104) to be retained as the City Planning Consultant for 2024. Motion carried unanimously.
9. Memo from Administrator; Re: Authorizing Execution of 2024 Wayne County Permit (A-24154) moved by Kowalsky, supported by Gawlik, RESOLVED THAT the Southgate City Council approve the attached blanket resolution and the execution of the annual Wayne County 2024 Permit Package A-24154 and designate Keven Anderson, DPS Director, to sign said permit on behalf of the City of Southgate. Motion carried unanimously.
10. Memo from ACA/Fin. Director; Re: Proposed Schedule – FY 2024/25 Budget Process moved by Rauch, supported by George, RESOLVED THAT the Southgate City Council approve the proposed schedule for 24/25 Budget Process on such dates that were requested (April 13th, May 1st & May 15th). Motion carried unanimously.

Ordinances:

1. Memo from Administrator; Re: Update to City Code Section 1292.03 (k) - 2nd Reading moved by Kowalsky, supported by Rauch, RESOLVED THAT the Southgate City Council concur with the Planning Commission and adopt the updated language to the City Code section 1292.03(k) as presented. This ordinance will be otherwise known as Ordinance no. 1039. Motion carried unanimously.

Unscheduled Persons In Audience

1. Rajan Varmon, The Office of State Rep. Jaime Churches, advised the residents that their office is available for any questions or concerns in the community.

Claims and Accounts:

Moved by Graziani, supported by Rauch, RESOLVED, that Claims and Accounts be paid as outlined on Warrant #1490 for \$2,351,603.51. Motion carried unanimously.

Regular City Council Meeting
February 7, 2024

Adjournment:

Moved by George, supported by Ayres-Reiss, RESOLVED THAT this Regular Meeting of the Southgate City Council be adjourned at 7:19 P.M. Carried unanimously.

Zoey Kuspa
Council President

Janice M. Ferencz
City Clerk

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President
CHRISTIAN GRAZIANI
KAREN E. GEORGE
PHILLIP J. RAUCH
PRISCILLA AYRES-REISS
GREG KOWALSKY
ED GAWLIK JR.

February 15, 2024

To the Honorable
City Council
Southgate, Michigan 48195

Re: Award Bid for Water Service Material Investigation Project

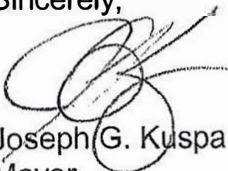
Ladies and Gentlemen:

I have reviewed the above and concur with the City Engineers recommendation to award the bid for Drinking Water Asset Management (DWAM) / Distribution System Materials Inventory (DSMI) project to Amerivac, LLC., Jackson, Michigan in the amount of \$296,950.00. Amerivac was the lowest bidder meeting all specifications.

Your concurrence on this matter would be greatly appreciated.

Funding for this project will be charged to the Water & Sewer fund with funding coming from a State of Michigan, Department of Environment, Great Lakes and Energy (EGLE) grant.

Sincerely,



Joseph G. Kuspa
Mayor

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

ED GAWLIK JR.

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Douglas Drysdale, Assistant City Administrator / Finance Director **DWD**

DATE: February 15, 2024

RE: Recommendation to Award Bid for Water Service Material Investigation Project

I have reviewed the above bid with the City Engineer and concur with his recommendation to award the bid for the Drinking Water Asset Management (DWAM) / Distribution System Materials Inventory (DSMI) project to Amerivac, LLC (Jackson MI) in the amount of \$296,950.00.

Bids were received from six (6) vendors for this project, and Amerivac was the low bidder meeting specifications.

The project costs will be charged to the Water & Sewer Fund, with funding coming from a State of Michigan, Dept of Environment, Great Lakes, and Energy (EGLE) grant that was previously approved by city council at their October 5, 2022 meeting.

Proposed Motion

Award bid to Amerivac, LLC (Jackson MI), as the low bidder, for the Water Service Material Investigation project in the amount of \$296,950.00.



February 12, 2024

Mr. Dan Marsh, City Administrator
City of Southgate
14400 Dix-Toledo Highway
Southgate, Michigan 48195

**Re: DWAM / DSMI (Water Service Material Investigation)
Recommendation of Contract Award
City of Southgate
Hennessey Project No. 11090**

Dear Mr. Marsh:

As you are aware, the City of Southgate opened bids on Tuesday, February 6, 2024 for the above referenced project and received bids from six (6) contractors. Attached is a copy of the bid tabulation.

Our office has reviewed the six (6) bids received and in summary, the bids received are as follows:

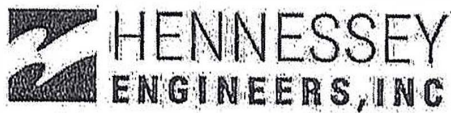
<u>Contractor</u>	<u>Bid Amount</u>
• Amerivac, LLC	\$296,950.00
• M.L. Chartier Excavating, Inc.	\$314,911.50
• Super Construction, LLC	\$317,460.00
• Dukes Root Control, DBA Underground Infrastructure Services	\$423,963.00
• R. J. & J. Enterprises	\$477,240.00
• Murphy Pipeline Contractors, LLC	\$718,100.00

This project is funded by an EGLE Drinking Water Asset Management (DWAM) grant and was approved by the City Council on October 5, 2022, Resolution No. 109-22. The project involves investigating the water service line material at water shut off valves (curb stops) for 374 random addresses by the method of hydro-excavation. This project also includes removing and replacing any disturbed pavement; including sidewalks, driveways and approaches, and restoration. The project is scheduled to start the week of March 4, 2024 and is to be substantially completed by June 14, 2024.

13500 Reack Road Southgate, MI 48195 | 734.259.1800 | Fax 734.282.6586 | www.hengineers.com

Engineering
for Results

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Mr. Dan Marsh
DWAM / DSMI (Water Material Investigation)
Recommendation of Contract Award

February 12, 2024
Page 2

Amerivac, LLC has provided references and a resume for this type of work performed in other communities. Our review of these references and resume are positive and we see no reason not to recommend Amerivac for this work.

Therefore, based upon the outcome of the bids and Amerivac's past experience, it is our offices recommendation to award the DWAM/DSMI (Water Service Material Investigation) Project to Amerivac, LLC of Jackson Michigan, in the amount of \$296,950.00.

If you have any questions, please do not hesitate to contact me at any time.

Very Truly Yours,

HENNESSEY ENGINEERS, INC

A handwritten signature in black ink, appearing to read 'John M. Miller', is written over a horizontal line.

John M. Miller
Project / Construction Manager

Enclosure

cc: Honorable Mayor Joseph Kuspa, City of Southgate
Honorable City Council Members, City of Southgate
Doug Drysdale, Assistant City Administrator / Finance Director, City of Southgate
Kevin Anderson, Director of Public Services, City of Southgate
Phil Ferro, Water & Sewer Superintendent, City of Southgate
Tiffany Neubig, Project Manager, Hennessey Engineers, Inc.
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.

File B.3

CITY OF SOUTHGATE - DSI WATER SERVICE MATERIAL INVESTIGATION PROJECT NO. 11090				Amerivac, LLC 1806 Woodson Street Jackson, MI 49203		M.L. Chardier Excavating, Inc. 9195 Marlee City Hwy Fair Haven, NJ 48023		Super Construction, LLC 201 Monroe Street Bay City, MI 48706		Dules Root Control DBA Underground Infrastructure Services 15155 Sagg Street Plymouth, MI 48170		R. J. & J. Enterprises 10229 N Dixie Hwy South Rockwood, MI 48177		Murphy Pipeline Contractors, LLC 12235 New Berline Road Jacksonville, FL 32236	
Line Number	Description	Estimated Quantity	Unit	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total
1	Traffic Maintenance & Control	1	LSUM	\$20,000.00	\$20,000.00	\$23,260.00	\$23,260.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00
2	Pavement Removal	5.00	SFT	\$1.20	\$7,245.00	\$1.25	\$7,062.50	\$0.00	\$0.00	\$5.00	\$25.00	\$4.00	\$20.00	\$2.00	\$11,300.00
3	Remove Curb & Gutter	200	LF	\$6.40	\$1,280.00	\$10.00	\$2,000.00	\$0.00	\$0.00	\$1.00	\$200.00	\$10.00	\$2,000.00	\$10.00	\$2,000.00
4	Remove Sidewalk	3,000	SFT	\$1.00	\$3,000.00	\$2.00	\$6,000.00	\$0.00	\$0.00	\$4.00	\$12,000.00	\$1.00	\$3,000.00	\$1.00	\$3,000.00
5	Remove Drive Approach	500	SFT	\$3.25	\$1,625.00	\$2.00	\$1,000.00	\$0.00	\$0.00	\$5.16	\$2,580.00	\$5.00	\$2,500.00	\$2.00	\$1,000.00
6	Water Service Material Investigation, Documentation, Reporting	371	EACH	\$350.00	\$130,850.00	\$485.50	\$179,620.50	\$790.00	\$295,460.00	\$555.00	\$207,570.00	\$610.00	\$228,130.00	\$1,790.00	\$668,800.00
7	Maintenance Approach, 21" x 6' x 6' x 6'	4,000	SFT	\$1.30	\$5,200.00	\$0.10	\$400.00	\$0.00	\$0.00	\$1.00	\$4,000.00	\$3.00	\$12,000.00	\$5.00	\$20,000.00
8	Concrete Sidewalk, 4-inch	2,000	SFT	\$6.00	\$12,000.00	\$0.15	\$300.00	\$0.00	\$0.00	\$8.00	\$16,000.00	\$17.00	\$34,000.00	\$7.00	\$14,000.00
9	Concrete Sidewalk, 6-inch	2,000	SFT	\$8.00	\$16,000.00	\$0.25	\$500.00	\$0.00	\$0.00	\$12.00	\$24,000.00	\$31.00	\$62,000.00	\$12.00	\$24,000.00
10	Concrete Driveway Approach, 6-inch, Non-Reinforced	1,000	SFT	\$8.00	\$8,000.00	\$0.25	\$250.00	\$0.00	\$0.00	\$13.00	\$13,000.00	\$32.00	\$32,000.00	\$15.00	\$15,000.00
11	Concrete ADA Ramp with Reinforced Wearing Tile	150	SFT	\$50.00	\$7,500.00	\$1.00	\$600.00	\$0.00	\$0.00	\$25.00	\$3,750.00	\$40.00	\$6,000.00	\$40.00	\$6,000.00
12	Concrete Pavement, 7-inch, Non-Reinforced	3,000	SFT	\$8.00	\$24,000.00	\$0.10	\$1,000.00	\$0.00	\$0.00	\$14.00	\$42,000.00	\$24.00	\$72,000.00	\$35.00	\$105,000.00
13	HMA 5/2.5 Wearing Course, 2-inch	5,500	SFT	\$3.00	\$16,500.00	\$0.50	\$2,750.00	\$0.00	\$0.00	\$5.50	\$30,250.00	\$0.00	\$0.00	\$8.00	\$44,000.00
14	Concrete Curb & Gutter	700	LF	\$50.00	\$35,000.00	\$25.00	\$17,500.00	\$0.00	\$0.00	\$25.00	\$17,500.00	\$90.00	\$63,000.00	\$15.00	\$10,500.00
15	Restoration, 3-inch Topsoil & 18" drossed	1	LSUM	\$5,000.00	\$5,000.00	\$13,890.00	\$13,890.00	\$12,000.00	\$12,000.00	\$14,900.00	\$14,900.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00
TOTAL BID AMOUNT					\$25,290,000.00		\$31,491,150.00		\$317,460.00		\$423,963.00		\$477,240.00		\$718,100.00

^ = Correction to bid calculation determined by REI

^^ = Incomplete bid

CITY OF SOUTHGATE - DSWI WATER SERVICE MATERIAL INVESTIGATION PROJECT NO. 11090			
Line Number	Description	Estimated Amount	Unit
1	Traffic Maintenance & Control	1	LSUM
2	Pavement Removal	5,450	SFT
3	Remove Curb & Gutter	200	LFT
4	Remove Sidewalk	2,000	SFT
5	Remove Drive Approach	500	SFT
6	Water Service Material Investigation, Documentation, Reporting	374	EACH
7	Maintenance Aggregate, 21AA, 6-inch	4,000	SFT
8	Concrete Sidewalk, 4-inch	2,000	SFT
9	Concrete Sidewalk, 6-inch	2,000	SFT
10	Concrete Driveway Approach, 6-inch, Non-Reinforced	1,000	SFT
11	Concrete ADA Ramp with Detachable Warning Tile	150	SFT
12	Concrete Pavement 7-inch, Non-Reinforced	3,000	SFT
13	11MA, 5/8" Wearing Course, 2-inch	5,500	SFT
14	Concrete Curb & Gutter	200	LFT
15	Restoration, 3-inch Topsoil & Hydrated	1	LSUM
TOTAL BID AMOUNT			

* = Correction in bid calculations determined by IDEI

** = Incomplete bid

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

ED GAWLIK JR.

February 15, 2024

To the Honorable
City Council
Southgate, Michigan 48195

Re: Award Bid for Purchase of Police Department Duty Firearms & Equipment

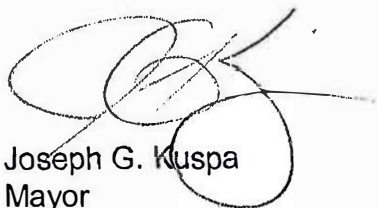
Ladies and Gentlemen:

I have reviewed the above and concur with the Director of Public Safety's recommendation to award the bid for the Purchase of Police Department Duty Firearms & Equipment to CMP Distributors, Inc., Lansing, Michigan, in the amount of \$44,036.10 and accept the sellback proceeds of \$14,692.50, for a total net cost of \$29,343.60. This was the lowest bid meeting all specifications.

Funds for this change order are available in the Federal Drug Forfeiture Fund.

Your favorable consideration of this matter is requested.

Sincerely,



Joseph G. Kuspa
Mayor

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

ED GAWLIK JR.

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Douglas Drysdale, Assistant City Administrator / Finance Director *DD*

DATE: February 15, 2024

RE: Recommendation to Award Bid for Purchase of Police Department Duty Firearms & Equipment

I have reviewed the above bid with the Director of Public Safety and concur with his recommendation to award the bid for the Police Dept Duty Firearm, Red Dot Sight & Weapon Mounted Gun Light Project to CMP Distributors, Inc. (Lansing MI) in the amount of \$44,036.10, and accept the sellback proceeds of \$14,692.50, for a net total cost of \$29,343.60.

Bids were received from six (6) vendors for this project, and CMP Distributors was the low bidder meeting specifications.

Funds are available in the Federal Drug Forfeiture Fund for this bid award.

Proposed Motion

Award bid to CMP Distributors, Inc. (Lansing MI), as the low bidder, for the purchase of police department duty firearms & equipment in the amount of \$44,036.10, and accept the sellback proceeds of \$14,692.50, for a net bid award of \$29,343.60.



SOUTHGATE POLICE DEPARTMENT MEMO

To: Honorable Mayor Joseph G. Kuspa

From: Joseph Marsh, Director of Public Safety

Re: Request for Purchase Approval

Date: February 6th, 2024

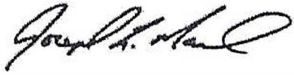
Dear Mayor,

The Police Department is requesting to purchase (45) forty-five Glock Model 45 MOS Gen 5 Handguns Part # PA455S302MOS6HI at \$841.08 each and (45) forty-five Streamlight TLR-1 HL Weapon Lights 1000 lumens at \$137.50 each, to replace our existing department handguns. This project will include with the purchase handgun package 45 Holosun 509T-RD X2 handgun Red Dot Sight systems. These have been tested by our firearms training staff and department officers and have been increasing our individual firearms training accuracy and proficiency. This project was put out for public bid, Bid # 24-301-01. The bid closed on January 26th, 2024. Five total bids were received at the City Clerk's office. Bids were received from **ACME Sports, Keisler Police Supply Inc, Michigan Police Equipment Co., HD Tactical LLC., AZ Arms Inc, and CMP Distributors Inc.**

We have reviewed all bids. All bids received include the sellback of our current department firearms. All bids have been included for your review. CMP Distributors bid a total equipment purchase price of **\$44,036.10** for the above requested items. CMP Distributors also offered the most in the buyback of our current department firearms, offering **\$326.50** per firearm that we sellback, for a total of **\$14,692.50** in handgun sellbacks. With the sellback of our current firearms our total project costs will be **\$29,343.60**

It is my recommendation for this bid to be awarded to CMP Distributors located at 16753 Industrial Parkway, Lansing, Michigan 48906 for the total project amount of \$44,036.10 to purchase (45) forty-five Glock Model 45 MOS Gen 5 Handguns Part # PA455S302MOS6HI and (45) forty-five Streamlight TLR-1 HL, With your concurrence, I respectfully request this item be placed on the City Council's agenda for the meeting scheduled on February 21st, 2024 for purpose of purchase approval. Federal Forfeiture funds will be utilized for this purchase.

Sincerely,



Joseph L. Marsh

Director of Public Safety

cc: Finance Director, City Administrator, Chief Mydlarz, COA Pres. Klonowski, POLC
Union Pres. Merony, Public Safety Commission (7), file

Southgate Police Department
 Tabulation of Bid for Bid#24-301-01
 Opening Date: 01/26/24
 Time: 4:00 p.m.

Bid Ref: Duty Firearm, Red Dot Sight & Weapon Mount Gun Light Project

Company	Description	Buyback Price	Unit Price	Total Price
ACME Sports	Firearms buyback x 44	\$300.00 each		\$13,200.00
	Glock Model 45		NA	
	45 Holosun 509T-RD X2 RDS		\$332.00	\$14,940.00
	45 Streamlight TLR-1 Weapon Lights		\$125.00	\$5,625.00
	45 C&H optic adapter plates		\$58.00	\$2,610.00
	45 Ameriglo Backup Iron Sights		\$58.00	\$2,610.00
	Total Project Equipment			\$25,785.00
	Total Project minus sellback			\$12,585.00
NON QUALIFYING BID - DID NOT INCLUDE FIREARM PURCHASE				
Keisler Police Supply Inc	Firearm Buyback x 44	\$300.00		\$13,200.00
	45 Glock Package		\$836.00	\$37,623.60
	45 Holosun 509T-RD X2 RDS		Included	NA
	45 Streamlight TLR-1 Weapon Lights		\$129.00	\$5,805.00
	45 C&H adapter plates - not needed with Glock package		N/A	N/A
	45 Ameriglo Backup Iron Sights - included with Glock Package		N/A	N/A
	Total Project equipment			\$43,428.60
	Total Project minus sellback			\$30,228.60
Michigan Police Equipment Co.	Firearm Buyback x 45	\$260.00		\$11,700.00
	45 Glock Package		\$836.08	\$37,623.00
	45 Holosun 509T-RD X2 RDS - Included with Glock Package		N/A	N/A
	45 Streamlight TLR-1 Weapon Lights		\$146.00	\$6,570.00
	45 C&H adapter plates - not needed with Glock package		N/A	N/A
	45 Ameriglo Backup Iron Sights - included with Glock Package		N/A	N/A
	Total Project equipment			\$44,193.00
	Total Project minus sellback			\$32,493.60
HD Tactical LLC	Firearm Buyback x 44	\$125.00		\$10,027.75
	45 Glock Model 45 Gen 5		\$620.00	\$26,820.00
	45 Holosun 509T-RD X2 RDS		\$430.00	\$19,350.00
	45 Streamlight TLR-1 Weapon Lights		\$292.00	\$13,140.00
	45 C&H adapter plates		\$64.95	\$2,922.75
	45 Ameriglo Backup Iron Sights		\$52.06	\$2,342.70
	Total Project equipment			\$67,002.75
	Total Project minus sellback			\$56,975.00
AZ Arms Inc.	Firearm Buyback x 45	\$300.00		\$13,500.00
	45 Glock Model G45 Gen 5		\$556.00	\$25,020.00
	45 Holosun 509T-RD X2 RDS		\$323.00	\$14,535.00
	45 Streamlight TLR-1 Weapon Lights		\$145.00	\$6,525.00
	45 C&H adapter plates - not needed with Glock package		\$87.00	\$3,915.00
	45 Ameriglo Backup Iron Sights		\$50.00	\$2,250.00
	Total Project Equipment			\$52,245.00
	Total Project minus sellback			\$38,745.00
CMP Distributors INC	Firearm Buyback x 45	\$326.50		\$14,692.50
	45 Glock Package		\$841.08	\$37,848.60
	45 Holosun 509T-RD X2 RDS - Included with Glock Package		N/A	N/A
	45 Streamlight TLR-1 Weapon Lights		\$137.50	\$6,187.50
	45 C&H adapter plates - not needed with Glock package		N/A	N/A
	45 Ameriglo Backup Iron Sights - included with Glock Package		N/A	N/A
	Total Project equipment			\$44,036.10
	Total Project minus sellback			\$29,343.60

150 Lead time



Southgate Fire Department

14730 Reaume Parkway
Southgate, Michigan 48195

(734) 258-3080 / FAX (734) 246-1352

Justin Graves, Fire Chief

(734) 258-3070

jgraves@southgatemi.gov



To: Honorable Mayor Kuspa, Honorable City Council Members

From: Fire Chief Justin Graves

Re: Request to use a grant writer

Date: 02/16/2024

Dear Mayor & City Council Members,

The Fire Department is requesting to use Chris Wiggins of JW2 Consultants to assist in preparing and writing a grant to procure an AFG grant for 1 million dollars to aid in purchasing a new ladder truck for the department.

With the highly competitive and complex nature of navigating and securing a grant of this size, using a grant writer will increase the odds of success substantially. The department has used Mr. Wiggins in the past to write regional grants with success.

It is my recommendation and in the best interest of the Fire Department that we use Chris Wiggins of JW2 Consultants to assist and prepare the AFG grant for \$5,000. Adequate funding is available within the Fire Department budget.

Sincerely,

Justin Graves

Fire Chief

CC: City Administrator, Finance Director, file

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President
CHRISTIAN GRAZIANI
KAREN E. GEORGE
PHILLIP J. RAUCH
PRISCILLA AYRES-REISS
GREG KOWALSKY
ED GAWLIK JR.

February 16, 2024

To the Honorable
City Council
Southgate, Michigan 48195

Re: Purchase of Water Meter Reading Software **(Waiver of Bid)**

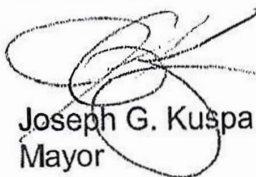
Ladies and Gentlemen:

I have reviewed the above and concur with the DPS Director's recommendation to waive the bidding process and approve the purchase of the Neptune 360 water meter reading software from Ferguson Waterworks, Madison Heights, Michigan, in the amount of \$15,627.91. The cost includes the annual subscription fee of \$132,427.91 as well as a one-time set up fee of \$2,200.00. Ferguson Waterworks is the current supplier of water meters for the City, and their software is the only compatible software with our meters. Therefore we feel it is in the best interest of the City to waive the bid process and stay with our current vendor.

Your concurrence on this matter would be greatly appreciated.

Funds are available in the Water & Sewer Fund.

Sincerely,


Joseph G. Kuspa
Mayor

JOSEPH C. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

ED GAWLIK JR.

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*

DATE: February 16, 2024

RE: Recommendation to Approve Purchase of Water Meter Reading Software
(Waiver of Bid)

I have reviewed the above item with the DPS Director and concur with his recommendation to waive the bidding process and approve the purchase of the Neptune 360 water meter reading software from Ferguson Waterworks (Madison Heights MI) in the amount of \$15,627.91. The cost includes the annual subscription fee of \$13,427.91 as well as a one-time setup fee of \$2,200.00.

The bid waiver is due to Ferguson being the current supplier of water meters for the city, and this software is the only compatible software with those meters.

Adequate funds are available in the Water & Sewer Fund budget.

Proposed Motion

Waive the bidding process and approve the purchase of the Neptune 360 water meter reading software from our current water meter provider Ferguson Waterworks in the amount of \$15,627.91.



DEPARTMENT OF PUBLIC SERVICES

14719 Schafer Court, Southgate, Michigan 48195
Ph: (734) 258-3079 Fax: (734) 246-1333

Memorandum

To: The Honorable Mayor and Members of City Council
From: Kevin Anderson, DPS Director
Date: February 16, 2024
Re: Request for Waiver of Bid

The Water Department is requesting a bid waiver in the amount of \$15,627.91, to purchase the new water meter reading software annual subscription and one time set up fee from Ferguson Waterworks. Our current water meter reading software and equipment will no longer be supported by Ferguson Waterworks after June 30, 2024. Ferguson Waterworks is our current supplier of water meters and the only supplier of the compatible water meter reading software.

I recommend the City waive the bid process and purchase the new water meter reading software annual subscription and one time set up fee from Ferguson Waterworks, 799 E. Whitcomb Ave., Madison Heights, MI 48071. I respectfully request this item be placed on the City Council agenda for the next meeting, for purposes of bid waiver and purchase approval.

If you have any questions, please contact me. I would appreciate your favorable consideration of this request.



Meter & Automation Group

January 23, 2024

Mr. Kevin Anderson
DPS Director
City of Southgate
14719 Schafer Ct.
Southgate, MI 48195

Subject: Neptune 360 Software

Dear Kevin,

Please see the below for Neptune 360 AMR Software Pricing:

Description	Quantity	Cost	Extended
Neptune 360 AMR Software Annual Subscription for 10,001-20,000 Endpoints*	10,917**	\$1.23/Endpoint	\$13,427.91
Neptune 360 AMR One Time Setup Fee	1	\$2200.00	\$2200.00

*Price is subject to increase at each annual renewal.

**Quantity billed is based on actual number of endpoints read and billed through Neptune 360.

Thank you very much for the opportunity to quote. If you have any questions, please do not hesitate to contact us.

Thank you,

Steve Daniell
AMI Specialist
Ferguson Waterworks

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

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Council President
CHRISTIAN GRAZIANI
KAREN E. GEORGE
PHILLIP J. RAUCH
PRISCILLA AYRES-REISS
GREG KOWALSKY
ED GAWLIK JR.

February 15, 2024

To the Honorable
City Council
Southgate, Michigan 48195

Re: Purchase of Replacement Network Server **(Waiver of Bid)**

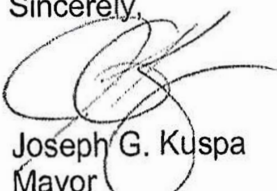
Ladies and Gentlemen:

I have reviewed the above and concur with the IT Director's recommendation to waive the bidding process and approve the purchase of a Dell Network Server to CDW-G, Chicago, IL, in the amount of \$16,949.00. CDW-G provided the lowest quote under the MIDEAL Extended Purchasing Program.

Your concurrence on this matter would be greatly appreciated.

Funds are available in the IT Department budget.

Sincerely,


Joseph G. Kuspa
Mayor

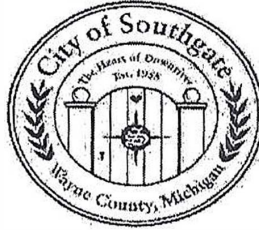
JGK/law

page 25

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

ED GAWLIK JR

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*
DATE: February 15, 2024
RE: Recommendation to Award Purchase of Replacement Network Server (**WAIVER OF BID**)

I have reviewed the above item with the IT Director and concur with his recommendation to waive the bidding process and approve the purchase of Dell network server to CDW-G (Chicago IL) in the amount of \$16,949.00.

Quotes were received from three (3) vendors for this purchase. CDW-G provided the lowest price, under the MiDEAL Extended Purchasing Program, which allows Michigan cities to buy equipment from state-bid contracts.

Adequate funds are available in the General Fund's IT Dept Budget for this purchase.

Proposed Motion

Waive the bidding process and approve the purchase of a new Dell network server to CDW-G in the amount of \$16,949.00, under the State of Michigan MiDeal Extended Purchasing Program.



City Of Southgate

Department of Information Technology

14710 Resume Parkway
Southgate, MI 48195
734.284.3800

Director of Information Technology

Jason Rucker



To: City Administrator and Finance Director

From: Director Jason Rucker

Date: February 5th, 2024

Subject: BS&A Server – Replacement (Waiver of Bid Request)

Greetings,

The approved budget for the fiscal year 23/24 incorporates the replacement of our outdated BS&A server. The current server, being over five years old, is no longer under warranty and has encountered complaints regarding space issues during BS&A module updates, which cannot be easily addressed. Given the obsolete technology and the expiration of the operating system's support, there is a potential cybersecurity threat to consider.

After evaluating various quotes from different vendors (attached for reference), it is my recommendation to award the purchase to CDW-G under the Mi-Deal agreement, with a total amount of \$16,949.00.

Much appreciated,

A handwritten signature in black ink, appearing to read "Jason Rucker".

Jason Rucker

Director of Information Technology

City of Southgate MI
Water System Supplies - Copper Tubing
Summary of Quotes

Description	Approximate Quantity (L/F)	CNWR IT Consultants		CNWR IT Consultants		CDW-G		Electronic Tech Solutions	
		Unit Prices	Total	Unit Prices	Total	Unit Prices	Total	Unit Prices	Total
		Dell PowerEdge R550 Server		Lenovo ThinkSystem Server		Dell R750 Server		Dell R750xs Server	
Network Server	1	\$ 23,699.83	\$ 23,699.83	\$ 15,307.07	\$ 15,307.07	\$ 16,949.00	\$ 16,949.00	\$ 18,348.00	\$ 18,348.00
			\$ -		\$ -		\$ -		\$ -
			\$ -		\$ -		\$ -		\$ -
			\$ -		\$ -		\$ -		\$ -
			\$ 23,699.83		\$ 15,307.07		\$ 16,949.00		\$ 18,348.00



Thank you for choosing CDW. We have received your quote.

Hardware

Software

Services

IT Solutions

Brands

Research Hub

QUOTE CONFIRMATION

JASON RUCKER,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NRTV075	1/9/2024	NRTV075	6532143	\$16,949.00

QUOTE DETAILS				
ITEM	QTY	CDW #	UNIT PRICE	EXT. PRICE
DELL CTO PE R750 2X4309Y 64GB PS	1	7766324	\$16,949.00	\$16,949.00
Mfg. Part#: 3000170698360				
Contract: Michigan Master Computing-MiDEAL (071B6600110)				

SUBTOTAL	\$16,949.00
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$16,949.00

PURCHASER BILLING INFO	DELIVER TO
Billing Address: CITY OF SOUTHGATE JASON RUCKER 14400 DIX TOLEDO RD SOUTHGATE, MI 48195-2598 Phone: (734) 258-3049 Payment Terms: Net 30 Days-Govt State/Local	Shipping Address: CITY OF SOUTHGATE 14710 REAUME PARKWAY SOUTHGATE, MI 48195-2598 Shipping Method: DROP SHIP-GROUND
Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	



Sales Contact Info

Haris Imamovic | 800.808.4239 | haris.imamovic@cdwg.com

LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION

\$16,949.00	\$464.23/Month	\$16,949.00	\$533.55/Month
-------------	----------------	-------------	----------------

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- **Lower Upfront Costs.** Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- **Flexible Payment Terms.** 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- **Predictable, Low Monthly Payments.** Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- **Technology Refresh.** Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- **Bundle Costs.** You can combine hardware, software, and services into a single transaction and pay for your software licenses over time. We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners.

Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration.

Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

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Support



Call 800.800.4239

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at:

<http://www.cdw.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

© 2024 CDW • G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.800.4239

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President
CHRISTIAN GRAZIANI
KAREN E. GEORGE
PHILLIP J. RAUCH
PRISCILLA AYRES-REISS
GREG KOWALSKY
ED GAWLIK JR.

Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator

Date: February 15, 2024

Re: Storm Water Management Agreement for 15041 Eureka Road Tommy's Car Wash

The administration respectfully requests that City Council pass the attached resolution that approves the City of Southgate, Permit No. M23-0093 for long term maintenance of storm water management system issued by Wayne County. The approval of this resolution will keep Tommy's Car Wash and the City of Southgate in compliance with the Wayne County Storm Water Ordinance.

Your favorable consideration of this request is appreciated.

Proposed Motion: *To authorize the Mayor to execute, on behalf of the City of Southgate Permit M23-0093 for long term maintenance of storm water management system issued by Wayne County for the Project.*



February 15, 2024

Mr. Dan Marsh, City Administrator
City of Southgate
14400 Dix-Toledo Road
Southgate, MI 48195

**Re: Tommy Car Wash, 15041 Eureka Road – Storm Water Maintenance Agreement
City of Southgate, Wayne County, Michigan
Hennessey Project 12195**

Dear Mr. Marsh:

Please find enclosed the Community Resolution for Long Term Maintenance of Storm Water Systems, Storm Water Maintenance Exhibits A & B, Wayne County's Permit Letter and their Storm Water Maintenance Permit, M23-0093, for the above-mentioned site. The Community Resolution needs to be signed and dated by the City of Southgate and approved by the City Council. The Long Term Maintenance Agreement signed by MI Express Land 2, LLC is also enclosed for City signatures and notarization.

The Storm Water Maintenance Agreement along with the enclosed paperwork should be placed on the next City Council agenda for approval and acceptance. Once these documents have been executed by the City of Southgate, please return them to me, so we at Hennessey Engineers, Inc. can forward them onto Wayne County for their approval.

If you have any questions, or if additional information is necessary, please do not hesitate to call me at (734) 759-1600.

Very Truly Yours,

HENNESSEY ENGINEERS, INC

A handwritten signature in black ink, appearing to read 'John M. Miller', is written over the printed name.

John M. Miller
Project / Construction Manager

Enclosures

cc: Honorable Joseph Kuspa, Mayor, City of Southgate
Kevin Anderson, Director of Public Services, City of Southgate
Mustafa Turkcan, Plan Review Engineer, Wayne County
Cliff Lunney, MI Express Land 2, LLC
John J. Hennessey, P.E., Vice President, Hennessey Engineers, Inc.
File B.3

2/ 5/2024

13800 Dix-Toledo Road, Southgate, MI 48195 • (734) 759-1600 | Fax (734) 282-0566 | www.henginc.com

Engineering
for Results

page 32

**COMMUNITY RESOLUTION ACCEPTING
LONG TERM MAINTENANCE OF STORM WATER MANAGEMENT SYSTEM**

Resolution No. _____

At the Regular Meeting of the City Council of the City of Southgate on _____, 2024, the following resolution was offered:

WHEREAS, chapter 7 of the Wayne County Storm Water Management Ordinance ("Wayne County Ordinance"), requires storm water management systems to be maintained in perpetuity to ensure that the system functions properly as designed:

WHEREAS, Rule 1001 of the Wayne County Storm Water Management Administrative Rules ("Administrative Rules") requires applicants for storm water construction approval to submit long-term maintenance plans as part of an application for storm water construction.

WHEREAS, **MI Express Land 2, LLC** ("Developer") has applied to the Wayne County Department of Public Services for a storm water construction approval with respect to the project named **Tommy Car Wash** ("Project") located on the south side of Eureka Road and the east side of Dix-Toledo Road in the City of Southgate, Wayne County, Michigan.

WHEREAS, Developer's application for Storm Water Construction approval was assigned permit review number **R22-0087**.

WHEREAS, Developer submitted a plan to the County and the City of Southgate entitled **Tommy Car Wash** ("Plan") for long-term maintenance of the storm water management system(s) as the Project pursuant to Rule 801, which Plan has been tentatively approved by the County pending issuance of this resolution and has been accepted by the City of Southgate; and

WHEREAS, the City of Southgate has agreed to assume jurisdiction over and accepts responsibility for long term maintenance of storm water management system(s) at the Project Pursuant to the Wayne County Ordinance, the Administrative Rules, the Plan, and the storm water construction approval issued by Wayne County;

BE IT FURTHER RESOLVED, that approval be and is hereby granted, authorizing **Mayor Joseph Kuspa** to execute, on behalf of the City of Southgate, Permit No. **M23-0093** for long term maintenance of storm water management system issued by Wayne County for the Project.



Warren C. Evans
Wayne County Executive

Dec 12, 2023

Mr. Kevin Anderson
City of Southgate
14400 Dix Toledo Road
Southgate, Michigan 48194

Re: Maintenance of Storm Water Management
Maintenance Permit for Tommy's Southgate

Dear Mr. Anderson:

Enclosed are the Storm Water Maintenance Permit **M23-0093** and Exhibits A&B.

Please sign and date the enclosed maintenance permit and request the Council to pass a Resolution as required by the Wayne County Storm Water Ordinance.

http://www.waynecounty.com/doe_wqm_res_stormwmn_standards.htm

Please return the complete packet to Wayne County Permit Office. An executed copy of this permit with exhibits will be returned to your attention.

Sincerely,

Mustafa Turkcan
Plan Review Engineer

DEPARTMENT OF PUBLIC SERVICES / ENGINEERING DIVISION/ PERMIT OFFICE
33809 MICHIGAN AVENUE, WAYNE, MI 48184 ■ PHONE (734) 858-2774 ■ FAX (734) 595-6356

DECLARED AS FOLLOWS:

FRANCE: 1:
ALL OFFICE

RECORDED IN VOLUMES 3 OF PLAT 7 AND A SECOND COPY RECORDED.

LOT 4, EXCEPT THE NORTH PART MEASURING 617 FEET ON WEST LOT LINE AND 619 FEET ON EAST LOT LINE OF MONTAGNAE PARK SUBDIVISION, ACCORDING TO THE PLAT THEREOF RECORDED IN U.S. 5 OF PLATT, PAGE 7, WAYNE COUNTY RECORDS.

PAGE 3:
OF 3. EXCEPT THE SOUTH PART MEASURING 6.19 FEET ON THE WEST LOT LINE AND 4.23 FEET ON THE EAST LOT LINE OF PORTLAND PARK SUBDIVISION, ACCORDING TO THE PLAT HEREOF RECORDED IN LIBER 14 OF PLATE PAGE 7, WAYNE COUNTY RECORDS.

THE NORTH 49 FEET OF LOT 14 AND THE EAST 53.55 FEET OF ALL THAT ALLEYWAY JOINING THE NORTH 49 FEET OF THE LOT 14 ON THE NORTH SIDE THEREOF, THE LITTON AND SHERIDAN SUBDIVISION, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN THE PLAT, PAGES 72 AND 73, WAYNE COUNTY RECORDS.

ALSO PART OF LOT 11 THROUGH 15 INCLUDE AND ADJACENT BEHIND WILCUT ALLEY, INTERSECTION PARK HIGHWAY AND 10TH STREET TO THE EAST THEREAS AS RECORDED IN AS REQUIRED BEGINNING AT THE NORTH CORNER OF THE PARCELS DESCRIBED AND CONTAINING BEHIND ALLEY 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 84

A detailed street map of the Southgate area in Trenton, New Jersey. The map shows a grid of streets including Jackson St, Allen Rd, Garrison Ln, Drake St, Helen St, and Trenton. A specific location is marked with a box and labeled 'SITE'. The map is oriented with North at the top.

LOCATION MAP
SCALE: 1" = 2,000'




SCALE 1" = 1'-0" PROJECTED DRAINAGE TOTAL SHEET 1 OF 2 EXHIBIT A	DCT & REBAR DETAIL 	STORMWATER MAINTENANCE EXHIBIT - R22-0017  <p>TOMMY PLANNING DESIGN</p> <p>PROPOSED AUTO WASH BUILDING PARCEL ID: 530210100310000 15049 DIX TOLEDO ROAD CITY OF SOUTHWAY WAYNE COUNTY, MICHIGAN</p>	 <p>STONEFIELD engineering & design</p> <p>1000 W. 1st Ave. Suite 200 • Southfield, MI 48076-1101 • 248.355.1100 • 248.355.1101 www.stonefieldeng.com</p>	<p>PROPERTY OWNER</p> <p>PROGRESS 1 LLC 6500 UNIVERSITY 494 VICTORIA LANE SUITE 201 BLOOMSBURG, PA 17003 717.326.1111 717.326.1111</p>
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EXHIBIT "B" - STORMWATER MANAGEMENT SYSTEM LONG-TERM MAINTENANCE PLAN

**TABLE 1
STORM WATER MANAGEMENT SYSTEM LONG-TERM MAINTENANCE SCHEDULE**

MAINTENANCE ACTIVITIES	SYSTEM COMPONENTS	Storm Collection System (Sewers, Swales, Catch Basins, Manholes)	Manufactured Treatment System	Belowground Detention System	Flow Restrictor Structure & Outlet Pipe	Pavement Areas	Stormwater Pumps	FREQUENCY
Monitoring/Inspection								
Inspect for Sediment Accumulation/Clogging		X	X	X	X	X	X	Annually
Inspect for Floatables, Dead Vegetation & Debris		X	X	X	X	X	X	Annually & After Major Events
Inspect For Erosion And Integrity of System		X		X	X	X	X	Annually & After Major Events
Inspect All Components During Wetweather & Compare to As-Built Plans		X	X	X	X	X	X	Annually
Ensure Maintenance Access Remain Open/Clear		X	X	X	X	X	X	Annually
Preventative Maintenance								
Remove Accumulated sediments		X	X	X	X	X	X	As Needed (See Note Below)
Remove Floatables, Dead Vegetation & Debris		X		X		X	X	As Needed
Sweeping of Paved Surfaces						X		As Needed
Remedial Actions								
Repair/Stabilize Areas of Erosion		X				X		As Needed
Replace Dead Plantings & Reseed Bare Areas		X						As needed
Structural Repairs		X	X	X	X	X	X	As Needed
Make Adjustments/Repairs to Ensure Proper Functioning		X	X	X	X	X	X	As Needed

NOTE: Manufactured treatment system to be cleaned according to the manufacturer's recommendations; at a minimum, whenever sediments accumulate to a depth of 6-12 inches, or if sediment resuspension is observed.

PROJECT: 15049 Dix-Toledo Road, Southgate, Wayne County, MI	PROPERTY OWNER: MI Express 2, LLC C/O Cliff Lunnay 4036 Telegraph Road, Suite 201 Bloomfield Hills, MI 48302 CLUNNEY@CIVILINVESTMENTS.COM	ENGINEER: STONEFIELD Engineering & Design, LLC 607 Shelby, Suite 200 Detroit, MI 48226 Phone: (248) 247-1115 www.stonefieldeng.com	DATE: 06/14/2022 SHEET 1 OF 1
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<p>DATE: 06/14/2022</p> <p>SCALE: AS SHOWN</p> <p>PROJECT: EXHIBIT B</p> <p>TITLE: EXHIBIT B</p> <p>DATE: 2 OF 2</p>	<p>STORMWATER MAINTENANCE SCHEDULE - R21-001</p> <p>TOMMY CLUNNEY</p> <p>PROPOSED AUTO WASH BUILDING</p> <p>PARCEL ID: 53021010001000</p> <p>15049 DIX TOLEDO ROAD</p> <p>CITY OF SOUTHGATE</p> <p>WAYNE COUNTY MICHIGAN</p>	<p>STONEFIELD engineering & design</p> <p>8100 N. New York, NY 10019-4000 Phone: (212) 691-1000 www.stonefieldeng.com</p> <p>607 Shelby, Suite 200, Detroit, MI 48226 Phone: (248) 247-1115</p>	<p>7/14/2022 3:15 PM C:\S\G\15049\15049-001\15049-001-001.dwg C:\S\G\15049\15049-001\15049-001-001.dwg C:\S\G\15049\15049-001\15049-001-001.dwg</p>
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PERMIT OFFICE
33809 MICHIGAN AVE
WAYNE, MI 48184
PHONE (734) 868-2774
FAX (734) 595-8358

72 HOURS BEFORE ANY
CONSTRUCTION CALL
Inspection Staff
(734) 858-2761
FOR INSPECTION



WAYNE COUNTY
DEPARTMENT OF PUBLIC SERVICES

PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN

Permit No.
M23-0093
ISSUE DATE
9/16/2022
REVIEW NO.
R22-0087

PROJECT NAME: Maintenance Permit for Tommy's Southgate

LOCATION: Dix Toledo and Eureka Road CITY/TOWNSHIP: City of Southgate

PERMIT HOLDER:

City Of Southgate	Work:
14400 Dix Toledo Road	Work Ext:
Southgate, MI 48195	Mobile:
Contact: Kevin Anderson	Home:

DESCRIPTION OF PERMITTED ACTIVITY (72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-462-7161. www.missdig.org)

PERMIT TO MAINTAIN THE STORM WATER MANAGEMENT SYSTEM IN ACCORDANCE WITH THE DRAWING ATTACHED AS EXHIBIT "A", THE TERMS OF THE LONG-TERM MAINTENANCE PLAN ATTACHED AS EXHIBIT "B" AND THE WAYNE COUNTY STORM WATER ORDINANCE AND ADMINISTRATIVE RULES. A RESOLUTION FROM THE LOCAL MUNICIPALITY TO MAINTAIN THE PROPOSED STORM WATER MANAGEMENT SYSTEM AND ITS FACILITIES IS REQUIRED.

THE City of Southgate SHALL ASSUME JURISDICTION OVER AND ACCEPT RESPONSIBILITY FOR MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM(S) TO ENSURE THAT THE STORM WATER MANAGEMENT SYSTEM FUNCTIONS PROPERLY AS DESIGNED AND CONSTRUCTED. THE PERMIT HOLDER'S RESPONSIBILITIES UNDER THIS PERMIT SHALL INCLUDE, WITHOUT LIMITATIONS, (A) ANY MONITORING AND PREVENTIVE MAINTENANCE ACTIVITIES SET FORTH IN THE PLAN; (B) ANY AND ALL REMEDIAL ACTIONS NECESSARY TO REPAIR, MODIFY OR RECONSTRUCT THE SYSTEM AND (C) OTHER ACTIVITIES OR RESPONSIBILITIES FOR MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM AS MAY BE SET FORTH IN THE ORDINANCE, ADMINISTRATIVE RULES, THE PLAN OR THIS PERMIT.

THE City of Southgate SHALL PERFORM ALL MONITORING, MAINTENANCE, REMEDIAL AND OTHER RESPONSIBILITIES REQUIRED BY THE WAYNE COUNTY ORDINANCE, ADMINISTRATIVE RULES, THE PLAN AND THIS PERMIT, IN PERPETUITY AND AT ITS SOLE COST EXPENSE.

THE City of Southgate SHALL PREPARE, EXECUTE AND (IF NECESSARY) RECORD ANY AND ALL AGREEMENTS, CONTRACTS AND OTHER DOCUMENTS THAT MAY BE REQUIRED TO PERFORM ITS OBLIGATIONS HEREUNDER AND ENSURE MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM IN PERPETUITY.

IF WAYNE COUNTY FINDS IT NECESSARY TO ADJUST OR RELOCATE ALL OR ANY PORTION OF THE PERMITTED STORM WATER MANAGEMENT SYSTEM, THE PERMIT HOLDER SHALL CAUSE THIS ADJUSTMENT OR RELOCATION TO BE ACCOMPLISHED AT NO EXPENSE TO THE COUNTY, PRIOR TO ANY WORK BEING PERFORMED IN THE RIGHT-OF-WAY. A PERMIT SHALL BE SECURED FROM THE WAYNE COUNTY DEPARTMENT OF PUBLIC SERVICES PERMIT OFFICE.

APPROVED PLANS PREPARED BY
Applicant:

PLANS APPROVED BY
Anthony Amaro

DATE
12/12/2023

REQUIRED ATTACHMENTS
EXHIBIT A: MAP DEPICTING PHYSICAL LIMITS OF STORM WATER MGT SYSTEM

EXHIBIT B: LONG TERM MAINTENANCE PLAN
EXHIBIT C: BINDING AGREEMENT (COMMUNITY RESOLUTION)

(PERMIT VALID ONLY IF ACCOMPANIED BY ABOVE ATTACHMENTS)

In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are incorporated to and made part of this Permit. Other General Conditions as well as any Required Attachments are incorporated as part of this Permit.

Kevin Anderson
PERMIT HOLDER NAME / AUTHORIZED AGENT

DATE

WAYNE COUNTY DEPARTMENT
OF PUBLIC SERVICES

PREPARED BY

VALIDATED BY PERMIT COORDINATOR

DATE

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

ED GAWLIK JR.

Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator

Date: February 15, 2024

Re: Rezoning of 16067 Eureka Road from P-1 Vehicular Parking to C-2 General Business

The Planning Commission conducted the public hearing for the rezoning of 16067 Eureka Road on February 12, 2024. After the public hearing, the Planning Commission voted to recommend the approval of the Rezoning to City Council. Included in the agenda packet is the CWA Rezoning Analysis, the meeting minutes, and the resolution recommending Council Approval.

If you have any questions please let me know.



Carlisle | Wortman

ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

Date: January 31, 2024

REZONING ANALYSIS

City of Southgate

Applicant: Todd Dodson

Property Address: 16067 Eureka Rd.

Property I.D. #: 53-02-0990-0037-00

Current Zoning: P-1, Vehicular Parking

Requested Zoning: C-2, General Business

Action Requested: Rezoning Request to:
C-2, General Business

Required Information: The required information for a rezoning has been provided.

DESCRIPTION

The applicant requests to rezone the parcel located at 16067 Eureka Road from P-1, Vehicular Parking to C-2, General Business. The rezoning is requested to allow for a new use, consisting of offices and indoor/garage storage for a construction company. The site is approximately 0.22 acres in size and was formerly Grace Assembly. The applicant is proposing no building expansions and will make use of the existing building.

Benjamin R. Carlisle, *President* John L. Enos, *Vice President* Douglas J. Lewan, *Principal*
David Scurto, *Principal* Sally M. Elmiger, *Principal* R. Donald Wortman, *Principal* Craig Strong, *Principal*
Paul Montagno, *Principal* Megan Masson-Minock, *Principal* Laura Kreps, *Principal*
Richard K. Carlisle, *Past President/Senior Principal*

ADJACENT PROPERTIES

The existing zoning along Eureka Road is a mixture of C-2 and C-3. Adjacent zoning and land uses to the subject property is listed below:

Adjacent Properties		
	Existing Use	Zoning
North	Commercial, Lady Janes, Sushi Kami	C-2, General Business
South	Single Family Homes	R-1A, One Family Residential
East	Hair Studios	C-1, Community Business
West	Commercial, Hungry Howies, Insurance Agency	C-2 General Business

MASTER PLAN RECOMMENDATION

The future land use plan of the Southgate Master Plan has designated the subject property for Mixed Use. This land use category focuses on properties that have frontage along Eureka Road. This classification is based on the character of the area and the surrounding properties. This future land use category includes *"A wide variety of land uses including sing-family homes, offices, local and general commercial business, regional shopping centers, and semi-public uses."*


As reported in the Master Plan, commercial development is an essential element of a city's economic base. Commercial establishments provide goods and services to consumers, promote economic stability, and generally enhance the quality of life for area residents. Several goals and objectives in the Master Plan encourage non-traditional economic development initiatives in order to encourage commercial development that provides a positive contribution to the local tax base. The Master Plan encourages the provision of reasonable opportunities for the establishment of commercial uses that meet the demonstrated market needs of City residents.

We are of the opinion that the proposed rezoning is in conformance with the future land use map and the proposed use is compatible and in conformance with the General Commercial designation, as well as the general and specific economic development policies of the Master Plan.


SUMMARY OF FINDINGS

After reviewing the current land use, adjacent zoning districts, and future plans for the subject properties and vicinity, we would recommend that the Planning Commission approve the proposed rezoning to C-2, General Business.

1. The rezoning is supported by the Master Plan and advances the general and specific economic development policies of the Master Plan.
2. The proposed land use is permitted within the C-2, General Business District in accordance with Section 1278.
3. The proposed rezoning would be consistent and non-disruptive to the surrounding land use pattern along Eureka Road.
4. The proposed rezoning meets the general requirements of a rezoning.



CARLISLE WORTMAN ASSOCIATES, INC.
John L. Enos, AICP
Vice President



CARLISLE WORTMAN ASSOCIATES, INC.
Joe Pezzotti
Community Planner

City of Southgate
Planning Commission Meeting

February 12, 2024

This meeting of the Planning Commission was held in the Municipal Council Chambers, 14400 Dix-Toledo Highway, Southgate, Michigan on Monday, February 12, 2024 and called to order by Vice Chairperson Patricia Anderson at 6.59 p.m.

PRESENT: James Yoos, Leticia Crawford, Linda Clark, Patricia Anderson, Jerry Orman,
Eric Codrington

ABSENT: Chad Godbout, Mark Nemeth

ALSO PRESENT: City Planner Joe Pezzotti, City Attorney Amelia Zelenek, Building Official
Tim Leach, City Administrator Dan Marsh, Council Member Ayres-Reiss`

Minutes:

The first order of business is approval of the minutes from the January 8, 2024 Planning Commission meeting.

Moved by Yoos, supported by Clark, that the minutes of the Planning Commission Meeting dated January 8, 2024 be approved. MOTION APPROVED UNANIMOUSLY.

Administrative Reports:

None.

Public Hearings/New Business:

1. Rezoning application for 16067 Eureka Road.

A PUBLIC HEARING WAS HELD BY APPLICANT TODD DODSON TO REZONE THE PARCEL LOCATED AT 16067 EUREKA ROAD FROM P-1, VEHICULAR PARKING TO C-2, GENERAL BUSINESS.

Notices were mailed out.

Moved by Clark, supported by Orman, to open this public hearing.

The applicant is requesting to rezone the parcel located at 16067 Eureka Road from P-1, Vehicular Parking to C-2, General Business. The rezoning is requested to allow for a new use, consisting of office and indoor/garage storage for a construction company. The site is approximately 0.22 acres in size and was formerly Grace Assembly. The applicant is proposing no building expansions and will make use of the existing building. No outside storage will be allowed, and parking is limited to a time factor.

No public comments were received.

Moved by Orman, supported by Clark, to close this public hearing.

Moved by Yoos, supported by Orman, to recommend City Council approve the rezoning of the parcel located at 16067 Eureka Road, from P-1, Vehicular Parking to C-2 General Business. MOTION APPROVED UNANIMOUSLY.

2. Appointment of new Chairperson.

Moved by Crawford, supported by Orman, to nominate James Yoos, to serve as Chairperson of the Planning Commission for the year 2024, and having no other nominations for Chairperson, James Yoos is hereby elected to serve as Chairperson of the Planning Commission for the year 2024. MOTION APPROVED UNANIMOUSLY.

Old Business:

None.

Adjournment:

Moved by Yoos, supported by Codrington, that this meeting of the Planning Commission be adjourned at 7:07 p.m. MOTION APPROVED UNANIMOUSLY.

Patricia Anderson
Vice Chairperson, Planning Commission
as

CITY OF SOUTHGATE

PLANNING COMMISSION RESOLUTION

At a meeting of the Southgate Planning Commission called to order by Patricia Anderson on February 12, 2024 at 7:00 p.m. the following resolution was offered:

**Moved by Yoos, supported by Orman, to recommend City Council approve the rezoning of the parcel located at 16067 Eureka Road, from P-1, Vehicular Parking to C-2 General Business.
MOTION APPROVED UNANIMOUSLY.**

I, Patricia Anderson, Vice Chairperson of the Southgate Planning Commission, do hereby certify that the foregoing is a true, correct, and complete copy of a resolution adopted by the Southgate Planning Commission at a meeting held on February 12, 2024.

Vice Chairperson

cc: Plan Consultant, City Administrator, Building Department, City Council, Clerk, File, Attorneys

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

ED GAWLIK JR.

Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator

Date: February 12, 2024

Re: Agreement with Carlisle Wortman and Associates for Building Department Inspection Services

The Administration was informed that our Building Inspector is taking a medical leave beginning on February 21, 2024 with an anticipated return date of April 4, 2024. The Building Inspector is responsible for building inspections for both commercial and residential properties. To ensure uninterrupted service during the eight weeks that the Building Inspector will be out, the Administration recommends the attached agreement with Carlisle Wortman and Associates of Ann Arbor MI. CWA has agreed to provide Building Inspection Services at \$65/hour. Funds are available in the Restricted Building Department Fund Balance.

If you have any questions please contact me.



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

**AGREEMENT FOR BUILDING DEPARTMENT
INSPECTION SERVICES**

THIS AGREEMENT, Entered into this _____ day of _____, 2024, by the **City of Southgate**, hereinafter referred to as the Client and **Carlisle/Wortman Associates, Inc.** through its Code Enforcement Services division, hereinafter referred to as the Consultant.

WHEREAS, The Client desires to engage the Consultant to provide consulting services in accordance with Section 1.0 of this contract.

NOW, THEREFORE, In consideration of the foregoing, and of the mutual agreement hereinafter set forth, the parties hereto legally intending to be bound hereby do agree for themselves and their respective successors and assigns as follows:

SECTION 1.0

SERVICES

- 1.1 The Consultant agrees to provide building consultation services in connection with the scope of work as described below. The Client retains the right to make changes within the general scope of the agreement at any time by a written order. If the changes add to or deduct from the extent of the services, the contract sum shall be adjusted accordingly. All such changes shall be executed under the conditions of the original agreement.
- 1.2 Quality of Services under this agreement shall be of the level of professional quality performed by experts regularly rendering this type of service.
- 1.3 The Consultant shall perform its Services in compliance with all applicable laws, ordinances, standards, and regulations.
- 1.4 The Consultant agrees to provide **building inspection services** on an as-needed basis when the Client's inspectors are not available.
- 1.5 Access to the Client's facility by Consultant shall be limited to the normal business hours of the City except under circumstances with prior permission granted by the City's Building Official.
- 1.6 Consultant shall provide an individual registered by the State of Michigan as a Building Inspector to work in and with the City on a scheduled basis as assigned by the Client's Building Official.

Benjamin R. Carlisle, *President* John L. Enos, *Vice President* Douglas J. Lewan, *Principal*
David Scurto, *Principal* Sally M. Elmiger, *Principal* R. Donald Wortman, *Principal* Craig Strong, *Principal*
Paul Montagno, *Principal* Megan Masson-Minock, *Principal* Laura Kreps, *Principal*
Richard K. Carlisle, *Past President/Senior Principal*

SECTION 2.0

REPRESENTATION

It is understood and agreed that **Brent Strong** or **Benjamin Carlisle** will represent the Consultant in all matters pertaining to this Agreement. From time to time, the Consultant may employ additional personnel or sub-consultants to assist in the execution of matters pertaining to this contract. Unless prior approval is granted by the Client the additional personnel or sub-consultants will not be charged to Client.

SECTION 3.0

PAYMENT FOR SERVICES

3.1 Building Inspection Fees – The Consultant shall be paid \$65 for each building inspection performed pursuant to Section 1.0.

3.2 Meeting Attendance – For attendance at any scheduled meetings requested by the Client in accordance with the services rendered in this contract, the Consultant shall charge the following rates:

- | | |
|----------------------|-----------|
| • Principal | \$150/hr. |
| • Operations Manager | \$120/hr. |
| • Regional Manager | \$75/hr. |
| • Building Inspector | \$75/hr. |

3.3 Testimony – For any required court appearance or testimony on a state or local complaint or in relation to a subpoena or similar matter, consultant shall charge above listed hourly rates. If needed for testimony the consultant shall notify the City Building Official prior to providing said testimony. It is recognized that in some instances notification of the Building Official will not be possible prior to testimony due to time constraints. In these instances, the Building Official will be notified as soon as practical after said testimony.

3.8 Terms of Payment - The Consultant shall present the Client an invoice at the end of each month based on work performed. Invoices shall be paid within thirty (30) days after receipt by the Client.

SECTION 4.0

CLIENT RESPONSIBILITY

Client shall provide building permit software and necessary computer hardware for use on City business.

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

ED. CAWLIK JR.

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*

DATE: February 15, 2024

RE: Request for Public Hearings:

1. Southgate-Wyandotte Operation / Maintenance / Capital Special Assessment Costs
2. Water and Sewer Rates

As in previous years, the Administration is requesting the City Council schedule a public hearing for Wednesday May 1, 2024 for the Southgate – Wyandotte Operation/Maintenance and a public hearing for Wednesday May 1, 2024 for Water and Sewer Rates.

The May 1st hearing is required in order to entertain views and comments from interested individuals regarding the "Special Assessment" costs associated with the Southgate – Wyandotte Operation and Maintenance and Capital Improvement charges.

The May 1st hearing is also required in order to entertain comments from interested individuals regarding the proposed increase to the Water and Sewer rates to become effective July 1, 2024.

Your favorable consideration in this matter is therefore requested.