

# Southgate City Council Agenda

## Council Chambers

Wednesday June 5, 2019

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### 6:30pm **Work Study Session**

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1. Officials Reports
2. Discussions regarding agenda items.

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### 7:00 pm **Regular Meeting**

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#### *Pledge of Allegiance*

**Roll Call:** Colovos, Farrah, George, Graziani, Rauch, Rollet, Zamecki.

**Minutes:**

1. Work Study Session Minutes dated May 15, 2019.
2. Regular City Council Meeting Minutes dated May 15, 2019.

*Motion to move into closed session - Re: Rebecca Sevilla v. City of Southgate & Officer Garfat*

**Scheduled Persons in the Audience:**

Shannon Mathison - Downriver Hockey Club

**Consideration of Bids:**

**Scheduled Hearings:**

**Communications "A" -**

- |   |         |
|---|---------|
| 1. Memo from Administrator; Re: Rebecca Sevilla v. City of Southgate and Officer Eric A. Garfat | Page 19 |
| 2. Memo from Administrator; Re: Zoning Ordinance Amendment - 17201 Northline Rd.                | Page 20 |
| 3. Memo from Administrator; Re: Resolution to Approve Agreement with DTE Energy                 | Page 32 |
| 4. Memo from Administrator; Re: Selling of DART & SMART Bus Tickets                             | Page 46 |

**Communications "B" - (Receive and File)**

- |  |         |
|--|---------|
| 1. Letter from Mayor; Re: Appointment to CASE Commission | Page 56 |
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**Ordinances:**

- |   |         |
|---|---------|
| 1. Memo from DPS Director; Re: Hydrant Use Ordinance Change | Page 57 |
|---|---------|

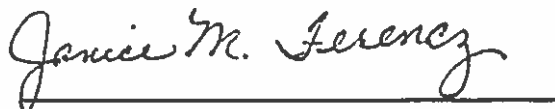
**Old Business:**

**New Business:**

**Unscheduled Persons in the Audience:**

**Claims & Accounts: Warrant #1378 \$ 1,291,387.08**

**Adjournment:**



**Janice M. Ferencz, City Clerk**

City Council

## **Work Study Session**

May 15, 2019

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An Informal Meeting of the Council of the City of Southgate was held on May 15, 2019 at 6:30 P.M. in the Council Chambers of the Municipal Building, 14400 Dix-Toledo Highway, Southgate, Michigan.

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Present: Bill Colovos, Mark Farrah, Karen George, John Graziani, Christopher Rollet, Dale Zamecki

Absent: \*Phillip Rauch, \*excused

Also Present: Mayor Joseph G. Kuspa Assistant City Administrator/Finance Director David Angileri, City Attorney Brandon Fournier, Treasurer Jim Dallos, City Engineer John Hennessey, Public Safety Director Jeff Smith, Police Chief Brett Selby, Fire Chief Mike Sypula, Building Inspections Director Bob Casanova, Director of Public Services Bob Tarabula and Parks & Recreation Director Julie Goddard.

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Mayor Kuspa shared with the residents the new banner program to enhance the appearance of the Trenton Rd pathway and Market Center Park. This program will display works of art from the Students at Southgate Anderson HS and the sponsors of the banners.

Discussion took place on the following item scheduled for action at the regular meeting:

- Mayor's proposed budget for the 2019/2020 Fiscal Year.
- Kiwanis Park Train Barn.
- Waiver of Bid/Approval 2 laser units.
- Request for purchase approval of department handguns.
- Appointment to board of review.

This meeting ended at 6:55 pm.

# City of Southgate

## Regular City Council Meeting

### May 15, 2019

A Regular Meeting of the Council of the City of Southgate was held in the Municipal Council Chambers, 14400 Dix-Toledo Highway, Southgate, Michigan on Wednesday, May 15, 2019 and was called to order at 7:00 PM by Council President John Graziani.

**This meeting began with the Pledge of Allegiance, followed by roll call.**

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Present: Bill Colovos, Mark Farrah, Karen George, John Graziani, Christopher Rollet, Dale Zamecki

Absent: \*Phillip Rauch, \*excused

Also Present: Mayor Joseph G. Kuspa, City Administrator Dustin Lent, Assistant City Administrator/Finance Director David Angileri, City Brandon Fournier, City Engineer John Hennessey, Treasurer Jim Dallos, Public Safety Director Jeff Smith, Police Chief Brett Selby, Building Inspections Director Bob Casanova, Director of Public Services Bob Tarabula and Parks & Recreation Director Julie Goddard.

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#### **Minutes:**

Moved by Colovos, supported by George, RESOLVED, that the minutes of the City Council Work Study Session dated May 1, 2019 be approved as presented. Carried unanimously.

Moved by Zamecki, supported by George, RESOLVED, that the minutes of the Regular City Council Meeting dated May 1, 2019 be approved as presented. Carried unanimously.

Moved by Rollet, supported by Farrah, RESOLVED, that the Public Hearing Minutes of the Mayor's Proposed Budget Meeting dated May 1, 2019 be approved as presented. Carried unanimously.

Moved by Zamecki, supported by George, RESOLVED, that the Public Hearing Minutes of the Southgate-Wyandotte Drainage District Meeting dated May 1, 2019 be approved as presented. Carried unanimously.

Moved by Rollet, supported by Farrah, RESOLVED, that the minutes of the Public Hearing Minutes of the Water/Sewer Rate Increase Meeting dated May 1, 2019 be approved as presented. Carried unanimously.

#### **Scheduled Persons in the Audience:**

Mrs. Anna Renaud, 12835 Cherry, discussed various items including elected officials salaries.

Mr. Jim Austin, 15715 Cynthia, American Legion Commander, encouraged everyone to attend the Memorial Service at Southgate Veteran's Memorial Library on Thursday, May 23<sup>rd</sup> at 6:00 p.m.

#### **Communications A:**

1. Memo from ACA/Finance Director; R: Proposed FY 2019/2020 Budget moved by Farrah, supported by Rollet, RESOLVED, that Council concurs with the recommendation of Administration and hereby authorizes a 1% Administrative Fee be established as part of the FY 2019/2020 Budget; and, FURTHER BE IT RESOLVED, authorization that the following Millage Rates be levied for the 2019/2020 Fiscal year Budget:

## Regular City Council Meeting May 15, 2019

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General Operating	10.1305
Rubbish	2.4311
Act 345 Retirement	9.952
Library	.8800
Parks & Rec of 2017	0.9994
Act 359 of 1925	0.0720
Roads	<u>1.9322</u>

Total Summer Levy	26.3972
EPA Judgment Winter Levy	0.4100

AND,

WHEREAS, the Mayor's proposed budget for fiscal year 2019/2020 was submitted on March 27, 2019 to the City Council of Southgate and a copy thereof filed with the City Clerk's Office for Public Review; and,

WHEREAS, on May 1, 2019 the City Council of Southgate held a public hearing on the proposed budget for fiscal year 2019/2020; and,

WHEREAS, THE City Council, based on a recommendation from the Mayor, established the tax rates for General Fund operations and indebtedness.

NOW, THEREFORE, BE IT RESOLVED, pursuant to Article 5, Section 97, of the City of Southgate Charter that the City Council of Southgate hereby approves the fiscal year 2019/2020 operating budget by activity, as presented by the Mayor and revised by Council and implemented through the following policies and specifications as the official budget for the City of Southgate for the fiscal year beginning July 1, 2019.

### 1. ADOPTION BY FUND, AND ACTIVITY WITHIN EACH FUND

The budget is hereby adopted by fund and department within each fund as follows:

#### 101 General Fund Revenues

Taxes	16,918,833
Licenses and Fees	658,500
State Revenue Sharing	3,535,115
Charges for Services	635,100
Fines and Forfeits	1,672,500
Interest, Rents and Royalties	773,509
Miscellaneous	63,000
Transfers-In	1,238,879

<b>Total Revenue</b>	<b>25,495,436</b>
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#### 101 General Fund Expenditures

<u>Department #</u>	<u>Name</u>	<u>Budget</u>
101	City Council	39,008
136	District Court	1,197,605
171	Executive	240,482
191	Elections	61,405
209	Assessor	184,200
210	Attorney	151,500
215	City Clerk	164,109
220	Municipal Employees Civil Service	1,000
221	Police and Fire Civil Service	9,000
223	Finance	425,721
253	Treasurer	234,407

# Regular City Council Meeting

## May 15, 2019

299	General Government	3,597,561
301	Police Department	7,964,757
336	Fire Department	4,621,460
371	Building	468,972
400	Planning Commission	20,000
426	Police Reserves	2,700
441	Public Services	1,928,904
442	City Garage	577,277
528	Sanitation	1,537,613
672	Senior Citizen	93,442
751	Recreation	1,298,734
803	Historical Museum	2,000
965	Transfers-Out	673,275
<b>Total Expenditures</b>		<b>25,495,132</b>

<u>Fund #</u>	<u>Name</u>	<u>Budget Expend.</u>
202	Major Street	1,879,993
203	Local Street	1,114,000
204	Municipal Street	1,103,000
211	Southgate/Wyandotte O & M	3,000,000
245	Water and Sewer Public Improvements	250,000
246	District Court Public Improvements	190,000
248	CDBG	153,000
271	Library	629,836
305	Building Authority	1,055,185
494	DDA	228,890
495	TIFA	706,335
584	Golf Course	311,850
591	Water and Sewer	9,498,509
677	Workers Comp	240,000
734	Severance Reserve	205,000

### II. APPROPRIATION NOT A MANDATE TO SPEND

Appropriations will be considered the maximum authorization to incur expenditures and not a mandate to spend.

### III. LIMIT ON OBLIGATIONS AND PAYMENTS.

No obligation shall be incurred against and no payment shall be made from any appropriation account unless there is sufficient unencumbered balance in the appropriation, and sufficient funds are or will be available to meet this obligation.

IV. No obligation shall be incurred against and no payment shall be made from any appropriation account for additional full time and/or part time employees, unless sufficient funding is first appropriated to meet this obligation.

### V. CONFORMITY WITH PVIOUS ACTIONS.

The City Council rescinds any prior actions not in conformity with the above stated policies and specifications.

## Regular City Council Meeting

### May 15, 2019

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#### VI. Restate Fund Balances:

Motion carried unanimously.

2. Memo from City Administrator; Re: Kiwanis Park Train Barn moved by Colovos, supported by George, RESOLVED THAT the Southgate City Council hereby waives the bid procedure and authorizes purchase of a train barn and installation to All Phaze Construction (11111 Telegraph Rd., Carleton, MI 48117) in the amount of \$153,814. This project was made possible through the generous donation of Mrs. Anna Renaud.

Motion carried unanimously.

3. Letter from Mayor; Re: Waiver of Bid/Approval 2 Laser Units moved by Zamecki, supported by Farrah, RESOLVED THAT the Southgate City Council waives the bid procedure and awards purchase of two (2) laser units in the amount of \$3,990. to Laser Technology (6912 South Quentin Street, Centennial, CO 80112) BE IT FURTHER RESOLVED THAT this bid matches the State Bid purchase and adequate funds are available in the Police Department for this purchase.

Motion carried unanimously.

4. Memo from Director of Public Safety; Re: Request for Purchase Approval moved by Farrah, supported by Colovos, RESOLVED THAT the Southgate City Council hereby waives the bid process and authorizes purchase of 45 new Glock 9mm handguns with all the accessories needed for the remaining balance of \$12,176.30 (after the trade in of the old Glock handguns and accessories) to CMP Distributors, Inc. (16753 Industrial Parkway, Lansing, MI 48906). BE IT FURTHER RESOLVED THAT adequate funding is available in the State Forfeiture Account for this purchase.

Motion carried unanimously.

5. Letter from Mayor; Re: Appointment to Board of Review moved by George, supported by Zamecki, RESOLVED that the Southgate City Council concurs with the Mayor's recommendation to appoint Chris Polier (13689 Phelps, Southgate, MI 48195) to the Board of Review for a term expiring June 2023.

Motion carried unanimously.

#### **Communications 'B':**

1. Compensation Commission Minutes from Meeting April 23, 2019 moved by Rollet, supported by Zamecki, RESOLVED to receive and file Communications B minutes.

Councilwoman George objected to this motion.

Vote on motion to receive and file:

Colovos	No
Zamecki	Yes
Farrah	No
Graziani	No
George	No
Rollet	No

Motion to receive and file FAILS with a vote of 1-5

## Regular City Council Meeting

### May 15, 2019

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Moved by Colovos, supported by Rollet, RESOLVED that the Southgate City Council hereby **DENIES** the receipt and filing of the Communications B Compensation Commission from Meeting April 23, 2019.

Motion carried unanimously.

#### **Claims and Accounts:**

Moved by Farrah, supported by Zamecki, RESOLVED, that Claims and Accounts be paid as outlined on Warrant # 1377 in the amount of \$5,324,883.94.

Motion carried unanimously.

#### **Adjournment:**

Moved by George, supported by Rollet, RESOLVED, that this Regular Meeting of the Southgate City Council be adjourned at 7:29 P.M. Carried unanimously.

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John Graziani  
Council President

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Janice M. Ferencz  
City Clerk

\* Needs Cancer Action

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\* CALLING 10/29

**Request to Speak at Council Meeting**

TODAY'S DATE: 5/28/19

YOUR NAME: Shannon Mathison or other  
PLEASE PRINT

Downtown  
ADDRESS: Downtown Hockey Club  
SOUTHGATE, MI PO Box 1401  
48195

PHONE #: 734-341-1964

DATE OF MEETING YOU WISH TO SPEAK AT:

6/5/19

SUBJECT YOU WISH TO ADDRESS:

Charitable Gaming License

\*Attach additional information if desired.

SIGNATURE:

Shannon Mathison





May 28, 2019

City of Southgate

14400 Dix Toledo Rd.

Southgate, MI 48195

Greetings,

I am requesting that the Mayor and the City Council of the City of Southgate recognize that the Downriver Hockey Club (DHC) as a non-profit organization in the City of Southgate for the purpose of obtaining a charitable gaming license. I have enclosed a letter that states our mission.

Enclosed please find a copy of our bylaws, our IRS non-profit status, and a copy of the Local Governing Body Resolution for Charitable Gaming Licenses Division of the Michigan Lottery form which is required to be completed for our organization to receive the necessary qualification, as indicated in item #6.

I would greatly appreciate if this item can be brought to the attention of the Mayor and the Council at the earliest convenience. Once we have the paperwork completed, we will need to send documentations and the application to the state, and processing could take up to 8 weeks. We are having our fundraiser in August.

If you have any questions, please contact me at 734-341-1964 or [Shannon.mathison@downriverotters.com](mailto:Shannon.mathison@downriverotters.com). I appreciate your assistance in this manner.

Kind Regards,

  
Shannon Mathison

Downriver Hockey Club Fundraising Coordinator



Downriver Hockey Club (DHC) is a member of the Michigan Amateur Hockey Association and USA Hockey. DHC is a 501(c) 3 not-for-profit organization - federal tax identification number 38-4006205

The mission of the Downriver Hockey Club is to be dedicated to the development, personal growth and sportsmanship of youth hockey players within Southeast Michigan. We provide a quality coaching staff committed to creating a fun learning environment while emphasizing the importance of teamwork, integrity, self-discipline, hard work and outstanding character. We look to equip our youth hockey players with valuable life lessons that can be applied even after they leave the rink. We strive to be a strong hockey community where new members become family and those friendships last a lifetime.

Thank you for your support of our program.

Sincerely,

Downriver Hockey Club Board



Charitable Gaming Division  
Box 30023, Lansing, MI 48909  
OVERNIGHT DELIVERY:  
101 E. Hillsdale, Lansing MI 48933  
(517) 335-5780  
www.michigan.gov/cg

## LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(K)(ii))

At a \_\_\_\_\_ meeting of the \_\_\_\_\_  
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by \_\_\_\_\_ on \_\_\_\_\_  
DATE

at \_\_\_\_\_ a.m./p.m. the following resolution was offered:  
TIME

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the request from \_\_\_\_\_ of \_\_\_\_\_  
NAME OF ORGANIZATION CITY

county of \_\_\_\_\_, asking that they be recognized as a  
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for \_\_\_\_\_  
APPROVAL/DISAPPROVAL

### APPROVAL

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

### DISAPPROVAL

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is a true and complete copy of a resolution offered and  
adopted by the \_\_\_\_\_ at a \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on \_\_\_\_\_  
DATE

SIGNED: \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

page 11

COMPLETION: Required.  
PENALTY: Possible denial of application.  
BSL-CG-1153(R6/09)



Charitable Gaming Division  
101 E. Hilldale, Box 30023  
Lansing, Michigan 48909  
(517) 335-5780  
www.michigan.gov/cg

## LOCAL CIVIC ORGANIZATION QUALIFICATION REQUIREMENTS

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If the organization has never submitted qualifying information as a local civic organization, the following information shall be submitted in the name of the organization prior to being approved to conduct a bingo, millionaire party, raffle, or charity game. A previously qualified organization may be required to submit updated qualification information to assure its continued eligibility under the act.

1. A signed and dated copy of the organization's current bylaws or constitution, including membership criteria.
2. A complete copy of the organization's Articles of Incorporation that have been filed with the Corporations and Securities Bureau, if the organization is incorporated.
3. A copy of the letter from the IRS stating the organization is exempt from federal tax under IRS code 501(c)

OR

copies of one bank statement per year for the previous five years, excluding the current year.

4. A provision in the bylaws, constitution, or Articles of Incorporation that states should the organization dissolve, all assets, and real and personal property will revert:
  - A. If exempt under 501(c)3, to another 501(c)3 organization.
  - B. If not exempt under 501(c)3, to the local government.
5. A revenue and expense statement for the previous 12 month period to prove all assets are used for charitable purposes, i.e. 990's, treasurer's report, audit. Do not send check registers or cancelled checks. Explain the purpose of each expenditure made to an individual. Once the organization has conducted licensed gaming events, the Bureau may require the organization to provide additional proof that all assets are being used for charitable purposes.
6. A copy of a resolution passed by the local body of government stating the organization is a recognized nonprofit organization in the community (form attached).
7. A provision in the bylaws, constitution, or Articles of Incorporation indicating the organization will remain nonprofit forever.

Additional information may be requested after the initial documents submitted have been reviewed. If you have any questions or need further assistance, please call our office at (517) 335-5780.

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Act 382 of the Public Acts of 1972, as amended, defines a local civic organization as an organization "that is organized not for pecuniary profit; that is not affiliated with a state or national organization; that is recognized by resolution adopted by the local governmental subdivision in which the organization conducts its principal activities; whose constitution, charter, articles of incorporation, or bylaws contain a provision for the perpetuation of the organization as a nonprofit organization; whose entire assets are used for charitable purposes; and whose constitution, charter, articles of incorporation, or bylaws contain a provision that all assets, real property, and personal property shall revert to the benefit of the local governmental subdivision that granted the resolution upon dissolution of the organization."

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 26 2018

DOWNRIVER HOCKEY CLUB  
PO BOX 1400  
SOUTHGATE, MI 48195-0000

Employer Identification Number:  
38-4006205  
DLN:  
26053684001918  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
May 31  
Public Charity Status:  
509(a)(2)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
October 09, 2018  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

# Downriver Hockey Club

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## Bylaws

<sup>6th</sup> Revision 2/21/19

propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the Club shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (c) 3 of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c) 2 of the internal revenue Code, or corresponding section of any future federal tax code.

### **ARTICLE III- MAHA AFFILIATE AGREEMENT COMPLIANCE PREEMINENCE DISSOLUTION & INDEMINIFICATION**

**Preeminence** The Affiliate, an affiliate Association, Club, Independent Team or League of MAHA, shall abide by and act in accord with the Articles of Incorporation, By-Laws, Rules and Regulations, Playing Rules and decisions of the Board of Directors of MAHA and USA Hockey, Inc., and such documents and decisions shall take precedence over and supersede all similar governing documents and/or decisions of the Affiliate. Further, Affiliate (i) shall assist in the administration and enforcement of the provisions of the By-Laws, Rules and Regulations, Playing Rules and decisions of the Board of Directors of MAHA, within and upon its members and/or within its jurisdiction

#### **Dissolution:**

In the event of dissolution or liquidation, all assets, real and personal other than those necessary to wind of the affairs of the Association shall be distributed by the **Executive Committee** to organization(s) organized under the 501 C (3) Internal Revenue Code or a Charitable organization decided upon.

#### **Indemnification**

A. **Preeminence** The Affiliate, an affiliate Association, Club, Independent Team or League of MAHA, shall abide by and act in accord with the Articles of Incorporation, By-Laws, Rules and Regulations, Playing Rules and decisions of the Board of Directors of MAHA and USA Hockey, Inc., and such documents and decisions shall take precedence over and supersede all similar governing documents and/or decisions of the Affiliate. Further, Affiliate (i) shall assist in the administration and enforcement of the provisions of the By-Laws, Rules and Regulations, Playing Rules and decisions of the Board of Directors of MAHA, within and upon its members and/or within its jurisdiction.

B. **Indemnity** The Affiliate, an affiliate Association, Club, Independent Team or League of MAHA, shall indemnify and hold harmless MAHA, the Board of Directors of MAHA and each member thereof, the Executive Committee of MAHA, and each member thereof, councils and committees of MAHA and each member thereof, and all other elected, appointed, employed or volunteer representatives of MAHA from any and all claims, liability, judgments, costs, attorneys' fees, charges and expenses whatsoever, arising from the acts and omissions of Affiliate, except to the extent (i) that MAHA or its afore described representatives caused such claims, liability, judgments, costs, attorneys'

- 4.6 Resignation.** Any member of Downriver Hockey Club may resign by written notice to the **Executive Committee** accompanied by payment of all money and equipment owed.
- 4.7 Consequences of non-payment.** No child shall participate in any DHC-sponsored instruction or competition if his or her families' registration fees, ice fees or other assessments remain unpaid beyond their due date.
- 4.8 Hardship cases.** A child whose registration fees, charges, or assessments are not fully paid when due may continue to participate in DHC sponsored instruction and competition if and only if the President (in his or her sole discretion) is satisfied that the nonpayment has occurred as a consequence of circumstances meriting special consideration as a hardship case. A child's participation as a hardship case shall continue for so long and on such terms as the majority of the Executive Board shall determine.
- 4.9 Termination of all Membership.** Termination of membership, whether by resignation, suspension, expulsion or otherwise, terminates all rights of membership.
- 4.10 General Membership Meetings.** General Membership Meetings will be held at minimum 1 membership meeting per fiscal year. Notification of Membership meetings will be posted on the Downriver Hockey Club Website.
- 4.10.1 Quorum.** A majority of the voting members of the Executive Board must be present to constitute a quorum.
- 4.10.2** At the Board's discretion, any meeting may be closed to non-Board Members.
- 4.11 Grievance Resolution.** Downriver Hockey Club will provide a prompt and equitable resolution of grievances of its members, including fair notice and opportunity for a hearing to any player, coach, trainer, manager, administrator, or official before declaring an individual ineligible to participate.
- 4.12 Abuse.** The Downriver Hockey Club shall adopt policies prohibiting sexual and physical abuse as outlined under the MAHA and USA Hockey abuse and Safe Sport Policies.
- 4.13 Insurance** The Downriver Hockey Club agrees per the affiliate agreement throughout the term of the affiliate agreement to be covered by the general liability Insurance policy and the Directors and Officers and Crime insure policies maintained by USA Hockey, Inc. Downriver Hockey Club shall be informed of the limits of that policy, and of any changes to those limits which may be made by USA Hockey at its sole prerogative. Downriver Hockey Club retains the right to obtain whatever additional insurance coverage it may desire, at its own expense, but agrees to name MAHA as an additional insured thereof. By purchasing and maintaining the aforementioned general liability insurance policy, MAHA and USA Hockey Inc. does not assume and indeed disclaims any liability for any actions or omissions of Downriver Hockey Club.

## ARTICLE V-GOVERNMENT

- 5.3 Board of Directors.** The Board of Directors shall consist of the Executive Committee and appointed Directors as designated by the Executive Committee. (No. of Directors shall be determined from year to year by the Executive Committee)



The President shall establish such committees as he/she may deem necessary to the Club. He shall be an Ex-Officio Member of all committees. The President shall appoint a chairperson for such committees.

The President shall be authorized to enter into and execute binding contracts such as leases, ice contracts, etc on behalf of the Club upon the approval of the Executive Committee.

- b) **Vice President** - The Vice President will assume responsibility in the absence of the President.
- c) **Hockey Director** - The Hockey Director Shall be part of all registered teams of the Downriver Hockey Club as well as have the same voting rights of the Executive Committee.
- d) **Secretary** - The Secretary shall keep minutes of all the meeting of the Board of Directors, the Executive Committee and all General Membership meetings. The Secretary will be responsible for publishing and reading all minutes of previous meetings. The secretary shall perform other duties as shall be designated by the President and the Executive Committee.
- e) **Treasurer** – The treasurer shall be responsible for
  - 1) Collecting Registration and Membership fees
  - 2) Collecting requisitions for payment of Invoices or receipts
  - 3) Presenting any and all Invoices or receipts for approval of payment to the Executive Committee
  - 4) Preparing and submitting monthly financial reports and posting them on the website
  - 5) Shall prepare Financial Reports/Dues and assessment to the MAHA. Which includes report of operations, reasonable in relation to the programs it offers to its members
  - 6) Preparing and providing all documents and report for audit purposes
  - 7) Shall oversee all team accounts
- f) **Ice Scheduler** – The president shall submit number of hours required to the Ice Scheduler who shall schedule and assign all ice assignments per team.
- g) **Equipment Manager** - The equipment manager is responsible for the following:
  - 1) Recommending to the Executive Committee the quantity and make of equipment to be purchased or sold
  - 2) Soliciting and receiving bids from various sources for the purchase and sale of equipment.
  - 3) Transacting equipment purchases and sales with the approval of the Executive Committee
  - 4) Scheduling delivery, issuing and collecting all equipment

- d) The election for the officers will be held at the April Board of Directors Meeting.

#### **Section 2 – Resignations**

- a) Any person wishing to resign from his position from the Executive Committee or Board of Directors may do so in writing to the President and Secretary.

#### **Section 3 – Vacancies**

- a) In the event an Elected Officer and or Appointed Director resigns for any reason during his term, his/her position may be filled or appointed to the vacant position by the President with the approval of the Executive Committee.

#### **Section 4 - Removal**

- a) Board members with unexcused absences from three (3) consecutive regularly scheduled meetings shall be automatically removed from the Board. That Board member's position will be considered vacant at the conclusion of the third such meeting, at which time the Nominating Committee shall convene to find nominees to fill the vacancy. Board members must notify the President if they are unable to attend a meeting in order to be excused from attendance.
- b) Board members may be removed from office by a three-quarters (3/4) vote of the Board or by a two-thirds (2/3) vote of the General Membership.

### **Article VIII-Enactment and Amendments to the Bylaws**

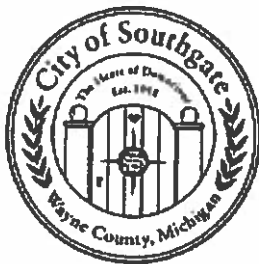
- 8.1 This constitution and bylaws shall be enacted by a majority vote of the Executive Committee.
- 8.2 Proposals and recommendations for amendments to these bylaws and constitution shall be submitted in writing to the Executive Committee or a person so designated by the President and Executive Committee.
- 8.3 Only active members in good standing may submit recommendations for amendments.
- 8.4 All Downriver Hockey Club members, coaches and teams will have access to a copy of the Downriver Hockey Club Constitution and Bylaws, MAHA Official Guide and The USA Hockey Annual Guide via the downriverotters.com website. It shall be the responsibility of each individual to familiarize themselves with all rules and regulations.

**--END--**

**JOSEPH G. KUSPA**  
*Mayor*

**JANICE M. FERENCZ**  
*City Clerk*

**JAMES E. DALLOS**  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

**JOHN GRAZIANI**  
*Council President*

**MARK FARRAH**

**KAREN E. GEORGE**

**BILL COLOVOS**

**DALE W. ZAMECKI**

**PHILLIP J. RAUCH**

**CHRISTOPHER P. ROLLET**

### Memorandum

To: Honorable City Council Members

From: Dustin Lent, City Administrator DL

Date: May 31, 2019

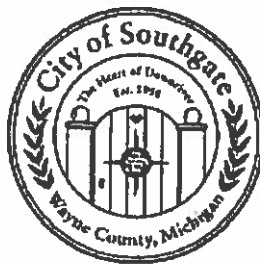
Re: Rebecca Sevilla v. City of Southgate and Police Officer Eric A. Garfat

As previously discussed at this evenings closed session, the Administration has presented the City Council with a settlement agreement for Rebecca Sevilla v. City of Southgate and Police Officer Eric A. Garfat. The Administration believes that this agreement is in the best interest of the City. Therefore, the Administration respectfully requests that the City Council authorize this settlement on behalf of the City. Please do not hesitate to contact me with any additional questions.

**JOSEPH G. KUSPA**  
*Mayor*

**JANICE M. FERENCZ**  
*City Clerk*

**JAMES E. DALLOS**  
*Treasurer*



## City of Southgate

**- CITY COUNCIL -**

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**PHILLIP J. RAUCH**

**CHRISTOPHER P. ROLLET**

### Memorandum

**To:** Honorable City Council Members

**From:** Dustin Lent, City Administrator DL

**Date:** May 31, 2019

**Re:** Zoning Ordinance Amendment to rezone the property located at 17201 Northline Rd. (Holiday INN property) from M-1 (Light Industrial) to RM (Multi Family Residential)

---

The Planning Commission recommends to City Council an amendment to the City of Southgate Zoning Map at its May 13<sup>th</sup> meeting the following:

The applicant (Asta Holdings Lithia, LLC) is requesting to rezoning of the property from M-1 Light Industrial to RM Multiple Family Residential. The subject site is 7.54 acre located at 17201 Northline Rd. and is the current location for the Holiday Inn Hotel. The applicant is requesting that the parcel be rezoned to RM in order to convert the hotel into a home for aging adults.

In your packets is a copy of the Application for planning commission review, a copy of the Planning Commission minutes, a copy of the City Planner's Memo to the Planning Commission, and the subsequent action by the Commission to recommend the amendment to the City Council.

I look forward to addressing Council's questions and comments. Your favorable consideration would be greatly appreciated.

**City of Southgate**  
***Planning Commission Meeting***  
May 13, 2019

This meeting of the Planning Commission was held in the Municipal Council Chambers, 14400 Dix-Toledo Highway, Southgate, Michigan on Monday, May 13, 2019 and called to order by Chairman Ed Gawlik, at 7:34 p.m.

PRESENT: Anna Renaud, Barbara Biskner, Jay Cashmer, Joe Charney, Ed Gawlik, Robin Craig, Patricia Anderson, Marie Henegar

ABSENT: Chad Godbout

ALSO PRESENT: Plan Consultant John Enos, Building Inspections Director, Bob Casanova, City Administrator Dustin Lent, City Attorney Brandon Fournier

**Minutes:**

The first order of business is approval of the minutes from the January 14, 2019 Planning Commission meeting.

**Moved by Charney, supported by Cashmer, that the minutes of the Planning Commission Meeting dated January 14, 2019 be approved. MOTION APPROVED UNANIMOUSLY.**

**Persons and/or Petitioners:**

1. Rezoning of subject property @ 17201 Northline from M-1 Light Industrial to RM Multiple Family Residential (PC 01-2019)

The applicant is requesting a rezoning of the property from M-1 Light Industrial to RM Multiple Family Residential. The subject site is 7.540-acre property located at 17201 Northline Road is currently zoned as M-1, Light Industrial-Research and is included in the City's HOD – Hotel Overlay District. The applicant is requesting that the parcel be rezoned to RM, Multiple-Family Residential in order to convert the existing facility from its use as a Holiday Inn Hotel, to a home for the aged with memory care services. Although hotels are not permitted within the M-1, Light Industrial-Research zoning district, the use was permitted based upon its location within the Hotel Overlay District. Homes for the aged are not permitted under the current M-1, Light Industrial-Research zoning designation or within the Hotel Overlay District. We recommend approval of this rezoning.

The applicant stated it is an ideal spot for an assisted living facility with memory care services. Looking at approximately 150 resident units. The owner of the Hotel stated there will be discounted rates for Southgate residents.

**Public Hearings:**

1. Rezoning of subject property @ 17201 Northline from M-1 Light Industrial to RM Multiple Family Residential (PC 01-2019)

**Moved by Cashmer, supported by Charney, to open the Public Hearing. MOTION APPROVED UNANIMOUSLY.**

A resident was present inquiring about the total of resident units that would be available.

**Moved by Charney, supported by Renaud, to close the Public Hearing. MOTION APPROVED UNANIMOUSLY.**

Discussion was held by the Board.

**Moved by Cashmer, supported by Renaud, to recommend City Council approve the request by Asta Holdings Lithia, LLC, to rezone property at 17201 Northline, Southgate, MI, from M-1 Light Industrial to RM Multiple Family Residential. (PC 01-2019).**

**AYES: Cashmer, Renaud, Biskner, Charney, Gawlik, Craig, Anderson**

**NAYS: Henegar**

**ABSENT: Godbout**

**MOTION CARRIED.**

**Officials' Reports:**

The bank has been sold – investors are looking at options at this point.

**Correspondence: None**

**Old Business: None**

**New Business: None**

**Adjournment:**

**Moved by Charney, supported by Anderson, that this meeting of the Planning Commission be adjourned at 7:55 p.m. MOTION APPROVED UNANIMOUSLY.**

---

Ed Gawlik  
Chairman, Planning Commission  
as



**Carlisle | Wortman**  
ASSOCIATES, INC.

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

**REZONING ANALYSIS**  
**City of Southgate**

Date: 25 April 2019

**Applicant:** Asta Holdings Lithia, LLC

**Property Address:** 17201 Northline Road

**Current Zoning:** M-1, Light Industrial-Research within the HOD, Hotel Overlay District

**Action Requested:** Rezoning of the subject property from M-1, Light Industrial, to RM, Multiple Family Residential

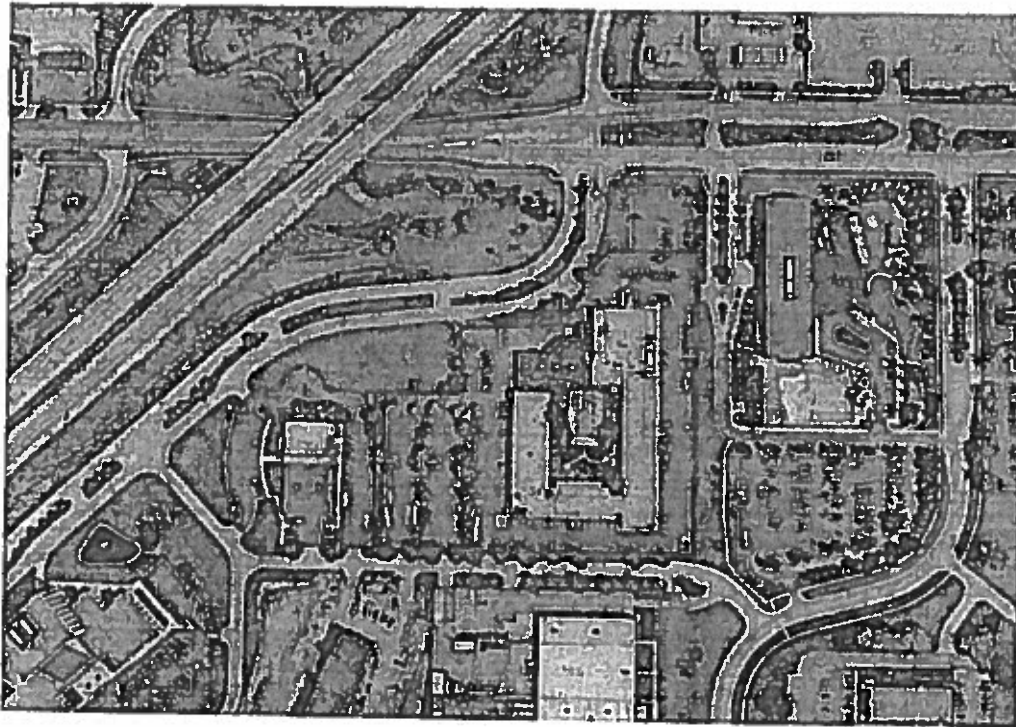
**Required Information:** As noted in the following review

**DESCRIPTION**

The 7.540-acre property located at 17201 Northline Road is currently zoned as M-1, Light Industrial-Research and is included in the City's HOD – Hotel Overlay District. The applicant is requesting that the parcel be rezoned to RM, Multiple-Family Residential in order to convert the existing facility from its use as a Holiday Inn Hotel, to a home for the aged with memory care services. Although hotels are not permitted within the M-1, Light Industrial-Research zoning district, the use was permitted based upon its location within the Hotel Overlay District. Homes for the aged are not permitted under the current M-1, Light Industrial-Research zoning designation or within the Hotel Overlay District.

The site currently contains a single structure. Centrally located within the structure is a small area containing green space. A significant amount of parking exists surrounding the structure. No additional information has been provided regarding potential renovations of the structure.

**Figure 1 – Aerial Image of Site and Surroundings**



#### ADJACENT ZONING, LAND USE AND MASTER PLAN

Adjacent zoning, and uses, and Master Plan Future Land Use designations are summarized in the table below.

**Table 1 – Zoning and Land Use**

	Existing Land Use	Zoning	Master Plan Future Land Use
<b>Subject Site</b>	Holiday Inn Hotel	M-1, Light Industrial-Research (HOD, Hotel Overlay District)	Mixed Office and Commercial
<b>North</b>	Parking	C-2, General Business	Mixed Office and Commercial
<b>East</b>	Downriver Family YMCA	C-1, Community Business	Public and Semi Public
	Parking	RO-1, Restricted Office	Public and Semi Public
<b>West</b>	Southgate Medical Group	M-1, Light Industrial-Research	Mixed Office and Commercial
<b>South</b>	Mills Gymnastics USA	M-1, Light Industrial-Research	Mixed Office and Commercial
	Parking	P-1, Vehicular Parking	Mixed Office and Commercial

The Master Plan Future Land Use Map designates the subject parcel as Mixed Office and Commercial. The new designation is characterized by a combination of land use types that complement each other within a specific area and to be occupied predominantly by office and commercial establishments. This parcel and its adjacent properties are comprised of an agglomeration of varying zoning designations that complement each other well.



Goal 3 of the City of Southgate Master Plan is to *promote Southgate as a community for life-long living*. The proposed rezoning would allow for a soon-to-be-vacant Holiday Inn Hotel to be converted into a use that would allow for residents to remain in the community as they age.

*Summary of Findings: The subject parcel is currently zoned as M-1, Light Industrial-Research, and is also located within the HOD, Hotel Overlay District. The City of Southgate Master Plan designates the future land use of this parcel as Mixed Office and Commercial. The site's proposed use as a Home for the Aged would meet Goal 3 of the Master Plan.*

## ANALYSIS OF EXISTING ZONING

M-1, Light Industrial-Research District: The intent of the M-1, Light Industrial-Research District is to accommodate light industrial, technical research and product development facility

Uses within this district are to be compatible with one another. Since limited industrial land is available for industrial use in the City, it is the City's intent to carefully conserve the land for light industrial and research-oriented uses only.

The site's current zoning as M-1, does not permit Homes for the Aged. As previously stated, the rezoning of this parcel to RM-1 would allow for the existing structure to be repurposed as a Home for the Aged contingent upon special use approval. This type of facility will be beneficial for the City of Southgate as it will allow for residents to remain in the community as they age.

HOD, Hotel Overlay District: The Intent of the HOD, Hotel Overlay District is to provide opportunities within the City of Southgate for the development of medium-density hotels where such uses are desirable based on visibility from Interstate-75. Accessory uses typically located with hotels are also permitted in this district.

While the site's existing use as a Holiday Inn is not permitted within the M-1 zoning district, it was permitted due to the parcel's location within the Hotel Overlay District.

*Summary of Findings: Although the site's current use as a Holiday Inn is not permitted within the M-1 zoning district, it has been permitted because of its location within the City's Hotel Overlay District. If the site were to be rezoned as RM, uses such as an assisted living facility can be considered.*

## INTENT OF PROPOSED ZONING / PERMITTED USES

The intent of the RM, Multiple Family zoning district is to provide sites for multi-family dwelling structures and related uses which will generally serve as zones of transition between the nonresidential districts and lower-density single-family districts. This district is further provided to serve the limited needs for the apartment type of unit in an otherwise moderate density, single-family community.

Although none of the parcels immediately adjacent to the site are utilized for low-density housing and the site will not be acting as a transitional buffer, the site's proposed use will allow for another type of housing option within the community.

The proposed rezoning of this site from M-1, Light Industrial-Research to RM, Multiple Family Residential would change the parcel's permitted uses. Additionally, because the parcel's inclusion within the HOD, Hotel Overlay District, those permitted uses will remain. All permitted uses for the subject parcel are shown in the following table.

**Table 2 – Potential Developments to Occur Based Upon Rezoning**

Principal Permitted Uses	Permitted Uses Contingent Upon Special Land Use Approval
All uses regulated in the R-1, R-1A, R-1B and R-2 districts	General hospitals
Multi-family dwellings	Housing for the elderly
Hotels and motels	Child care centers
Extended stay hotels	Convalescent homes
Accessory uses of hotels (retail stores, restaurants, meeting rooms, conference rooms, banquet halls, exhibit halls, personal service establishments, etc.)	Accessory buildings and uses customarily incident to any permitted special land uses

***Summary of Findings:** The intent of the RM, Multiple Family Residential district is to provide residents with a wider variety of housing options, and act as zones of transition between nonresidential districts and lower-density single-family districts. While the parcel will not be acting as a transitional buffer, it will allow for another housing option within the community. If rezoned, principal permitted uses will become more residentially oriented. The permitted uses based upon the parcel's location within the HOD, Hotel Overlay District, will remain the same. Permitted Special Uses will change as well, allowing the potential for a wide range of development types.*

## TRAFFIC IMPACT AND SITE ACCESS

If the site were to be rezoned to RM, Multiple-Family Residential, receive Special Use Approval and move forward with establishing a Home for the Aged, the change in use would allow for a reduction in the traffic volumes in comparison to those seen when the site functioned as a Holiday Inn.

As this is not a conditional rezoning that would allow for the site to be solely rezoned for use as a home for the aged, the site does have the potential to experience increased traffic impacts determinant upon other permitted uses. If the subject parcel is rezoned as RM, it may eventually be utilized as a general hospital, child care center, or another use permitted within the single-family and two-family districts. If this occurs, traffic volumes may significantly increase. Additionally, its proximity to the YMCA may increase pedestrian movement between the two (2) sites.

The Planning Commission will need to determine whether the proposed rezoning would severely impact or create an unreasonable burden on traffic conditions.

*Summary of Findings: The change of this parcel's use to a Home for the Aged would allow for a reduction in traffic volumes in comparison to those seen during its use as a Holiday Inn. If any of the other permitted uses (including those requiring special use approval) were to develop in the future, traffic volumes may increase. The Planning Commission will need to determine whether the proposed rezoning would severely impact or create an unreasonable burden on traffic conditions.*

## **ESSENTIAL FACILITIES AND SERVICES**

The structure is to be fully converted into a home for the aged with memory care. The proposed use will be able to utilize the facilities and amenities available at the existing Holiday Inn.

*Summary of Findings: Existing facilities should be sufficient for the proposed use.*

## **SUMMARY OF FINDINGS**

The proposed rezoning would prevent the parcel's existing structure from becoming vacant as the current business is relocating to another area in the City. Although the site's intended use as a home for the aged will be beneficial to the community and is aligned with the goals of the Master Plan, a wide range of potential uses may be permitted in the future based upon the approval of the site's rezoning. It is recommended that the Planning Commission review each of the findings in order to determine whether the proposed rezoning is appropriate. A summary of our findings are as follows:

1. The subject parcel is currently zoned as M-1, Light Industrial-Research, and is also located within the HOD, Hotel Overlay District. The City of Southgate Master Plan designates the future land use of this parcel as Mixed Office and Commercial because of the area's varying, but complementary uses. The site's proposed use as a Home for the aged would meet Goal 3 of the Master Plan.
2. Although the site's current use as a Holiday Inn is not permitted within the M-1 zoning district, it has been permitted because of its location within the City's Hotel Overlay District. If the site were to be rezoned as RM, uses such as an assisted living facility can be considered.
3. The intent of the RM, Multiple Family Residential district is to provide residents with a wider variety of housing options, and act as zones of transition between nonresidential districts and lower-density single-family districts. While the parcel will not be acting as a transitional buffer, it will allow for another housing option within the community if rezoned, principal permitted uses will become more residentially oriented. The permitted uses based upon the parcel's location within the HOD, Hotel Overlay District, will remain the same. Permitted Special Uses will change as well, allowing for a wide range of potential types of development.
4. The change of this parcel's use to a Home for the aged would allow for a reduction in traffic volumes in comparison to those seen during its use as a Holiday Inn. If any of the other permitted uses (including those requiring special use approval) were to develop in the future, traffic volumes may increase. The Planning Commission will need to determine whether the proposed rezoning would severely impact or create an unreasonable burden on traffic conditions.
5. Existing facilities should be sufficient for the proposed use.

RETURN TO:  
Clerk's Office  
City of Southgate  
14400 Dix-Toledo  
Southgate, MI 48195

Form No. 01  
Case No. PC 01-2019  
Date Received 4-12-2019

## CITY OF SOUTHGATE APPLICATION FOR PLANNING COMMISSION REVIEW

Concerning a request to be heard before the Southgate Planning Commission on the following:

### TO BE COMPLETED BY THE APPLICANT:

Owner/Applicant	Agent
Name <u>Southgate Hospitality, Inc</u>	Name <u>Asta Holdings Lithia, LLC</u>
Address <u>33060 Northwestern Highway</u>	Address <u>13461 Parker Commons Blvd, Ste 201</u>
<u>West Bloomfield</u> <u>MI</u> <u>48322</u>	<u>Fort Myers</u> <u>FL</u> <u>33912</u>
(City) (State) (Zip)	(City) (State) (Zip)
Telephone <u>248-982-6841</u>	Telephone <u>317-828-4374</u>

### Information regarding the site:

Street Address: 17201 Northline Rd, Southgate, MI 48195

Major Cross Streets: Prechter Blvd, Center Dr

Parcel / Lot No.: 53 014 99 0001 701

Acreage: 7.540 Dimensions of Parcel / Lot: 437' x 660.5' x 583 Frontage: 0.00

Current Zoning (please circle): RE R-1 R-1A R-1B RM RO C-1 C-2 C-3 **M-1** MH PD P-1

Current Use: Holiday Inn hotel

### Requested action:

☒ Rezoning

Requested District: RM

☐ Conditional Use Approval

Requested Use: Homes for the Aged

☐ Site Plan Review

☐ Plat Review

☐ Other  
Please Specify \_\_\_\_\_

**Information regarding request:**

I hereby request a hearing before this body to:

(Please supply detailed information. For example, why you are requesting the proposed action, a complete description of the project, how the request is compatible with adjacent land uses and zoning districts, how the request is in compliance with the goals, policies, and future land use plan of the City of Southgate Master Plan, any information you feel is pertinent to your application, etc. Feel free to attach additional documents to this application if it will help describe your project or if you need more room than is provided below.)

The Holiday Inn located at 17201 Northline Rd is fixing to relocate to another location within the city.

This existing structure needs to replace the Franchise with another Full Service Hotel to fully utilize the

Guestrooms and facilities currently available at this hotel. Alternatively the building could be repurposed  
as an Assisted Living Facility (Home for the Aged) with Memory Care thus not competing with any of the  
neighboring Hotels and fully utilize the facilities and amenities available at the existing hotel.

To do this we request rezoning from a M1 to an RM zoning for the attached parcel or land.

**A SKETCH CLEARLY DEPICTING THE REQUEST MUST BE ATTACHED TO THIS APPLICATION FOR IT TO BE VALID. FOR SITE PLAN REVIEW, A SITE PLAN MEETING THE REQUIREMENTS OF SECTION 1298.07 MUST BE ATTACHED.**

The Applicant / Agent must appear before the Planning Commission on May 13, 2019  
(Date)

**THE OWNER OF THE PROPERTY DESCRIBED ON THIS APPLICATION AND THAT ALL STATEMENTS HEREIN AND IN THE DOCUMENTS SUBMITTED ARE TRUE.**

Signature – Owner / Agent: \_\_\_\_\_

Date: 4/11/19

To review your application properly, Planning Commission members may need access to the property in question. Please initial if permission is given for property access. INITIALS [Signature]

*Fees must be paid at the same time this application is submitted to the City.*

*Please seek permission first.*

**OFFICE USE:**

Date Received: \_\_\_\_\_

Received By: \_\_\_\_\_  
(Staff's Name)

Fee Charged: \_\_\_\_\_

Check No.: \_\_\_\_\_

Receipt No.: \_\_\_\_\_



## CITY OF SOUTHGATE

### PLANNING COMMISSION RESOLUTION

At a meeting of the Southgate Planning Commission called to order by Ed Gawlik on May 13, 2019 at 7:34 p.m. the following resolution was offered:

**Moved by Cashmer, supported by Renaud, to recommend City Council approve the request by Asta Holdings Lithia, LLC, to rezone property at 17201 Northline, Southgate, MI, from M-1 Light Industrial to RM Multiple Family Residential. (PC 01-2019).**

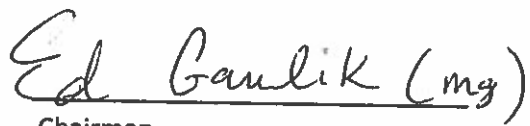
**AYES: Cashmer, Renaud, Biskner, Charney, Gawlik, Craig, Anderson**

**NAYS: Henegar**

**ABSENT: Godbout**

**MOTION CARRIED.**

I, Ed Gawlik, Chairman 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 May 13, 2019

  
Chairman

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

**JOSEPH G. KUSPA**  
*Mayor*

**JANICE M. FERENCZ**  
*City Clerk*

**JAMES E. DALLOS**  
*Treasurer*



## City of Southgate

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**PHILLIP J. RAUCH**

**CHRISTOPHER P. ROLLET**

### Memorandum

**To:** Honorable City Council Members

**From:** Dustin Lent, City Administrator DL

**Date:** May 30, 2019

**Re:** Resolution to Approve the Purchase Agreement between the City of Southgate and DTE Energy to convert certain street lights to LED

---

Over a period of time the City of Southgate has converted street light lamps to LED (light-emitting diode) luminaires, which deliver the same amount of illumination as older lamps with much less electricity consumption and a longer lasting bulb life.

For the City Council's consideration is the conversion of existing street lights throughout the City. DTE will replace 109 lights at a cost to the City of \$70,288.00. In addition, DTE will rebate \$6,498.00 to the City once the project is complete.

The City will save approximately \$20,000.00 per year in streetlight energy costs, and realize a payback in Southgate's investment in approximately 3 1/2 years at the current power rates.

The Administration recommends the City Council's favorable consideration of the Purchase Agreement between DTE Energy and the City of Southgate, in the amount of \$70,288.00, and authorization for the Mayor and City Clerk to execute all necessary documents.

I look forward to your questions and comments.



JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

JAMES E. DALLOS  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

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PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

### MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: May 31, 2019

RE: Recommendation DTE Street Lighting Conversion Project

I have reviewed the above and concur to enter into the Master Agreement for Municipal Street Lighting. The cost of the agreement is \$70,288.00, with a payback of about 3.5 years. Due to the annual savings along with the rebate from DTE, coupled with the short payback time I would recommend the City Council enter into the above project. This is year seven of LED Conversion Project for the City of Southgate.

Adequate funds are available in the Act 51 Major and Local Street Funds to cover this amount. If you have any questions, please do not hesitate to call me.

## Exhibit A to Master Agreement

### Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of [May 14, 2019] between DTE Electric Company ("Company") and [CITY OF SOUTHGATE] ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated [February 24, 2014] (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests the Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	53353655 If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: [##### or N/A]	
2. Location where Equipment will be installed:	[Various Locations, see maps], as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	[109]	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	[19-250HPS TO 136 LED 89-400HPS TO 136 LED 1-250HPS TO 58 LED]	
5. Estimated Total Annual Lamp Charges	\$32,436.00	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$70,288.00
	Credit for 3 years of lamp charges:	\$0.00
	<b>CIAC Amount (cost minus revenue)</b>	<b>\$70,288.00</b>
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices  _____	
10. Customer Address for Notices:	[14400 Dix - Toledo] [Southgate, MI] [Dustin Lent]	

11. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) ☐ YES ☒ NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts. When replacement equipment or spare parts are installed from Customer's inventory, the Company will credit Customer in the amount of the then current material cost of Company standard street lighting equipment.

B. Customer will maintain an initial inventory of at least \_\_\_\_ posts and \_\_\_\_ luminaires and any other materials agreed to by Company and Customer, and will replenish the stock as the same are drawn from inventory. Costs of initial inventory are included in this Agreement. The Customer agrees to work with the Company to adjust inventory levels from time to time to correspond to actual replacement material needs. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at \_\_\_\_\_.  
Access to the Customers inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to the Company:

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

The Customer will notify the Company of any changes in the Authorized Customer Representative. The Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by the Company.

D. In the event that SOM is damaged by a third party, the Company may (but is not required to) pursue a damage claim against such third party for collection of all labor and stock replacement value associated with the damage claim. Company will promptly notify Customer as to whether Company will pursue such claim.

E. In the event that SOM becomes obsolete or no longer manufactured, the Customer will be allowed to select new alternate SOM that is compatible with the Company's existing infrastructure.

F. Should the Customer experience excessive LED equipment failures, not supported by LED manufacturer warranties, the Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at the Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of the Customer.

\*\*\*\*\*

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

DTE Electric Company

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Customer:

[CITY OF SOUTHGATE]

By: \_\_\_\_\_

Name: \_\_\_\_\_

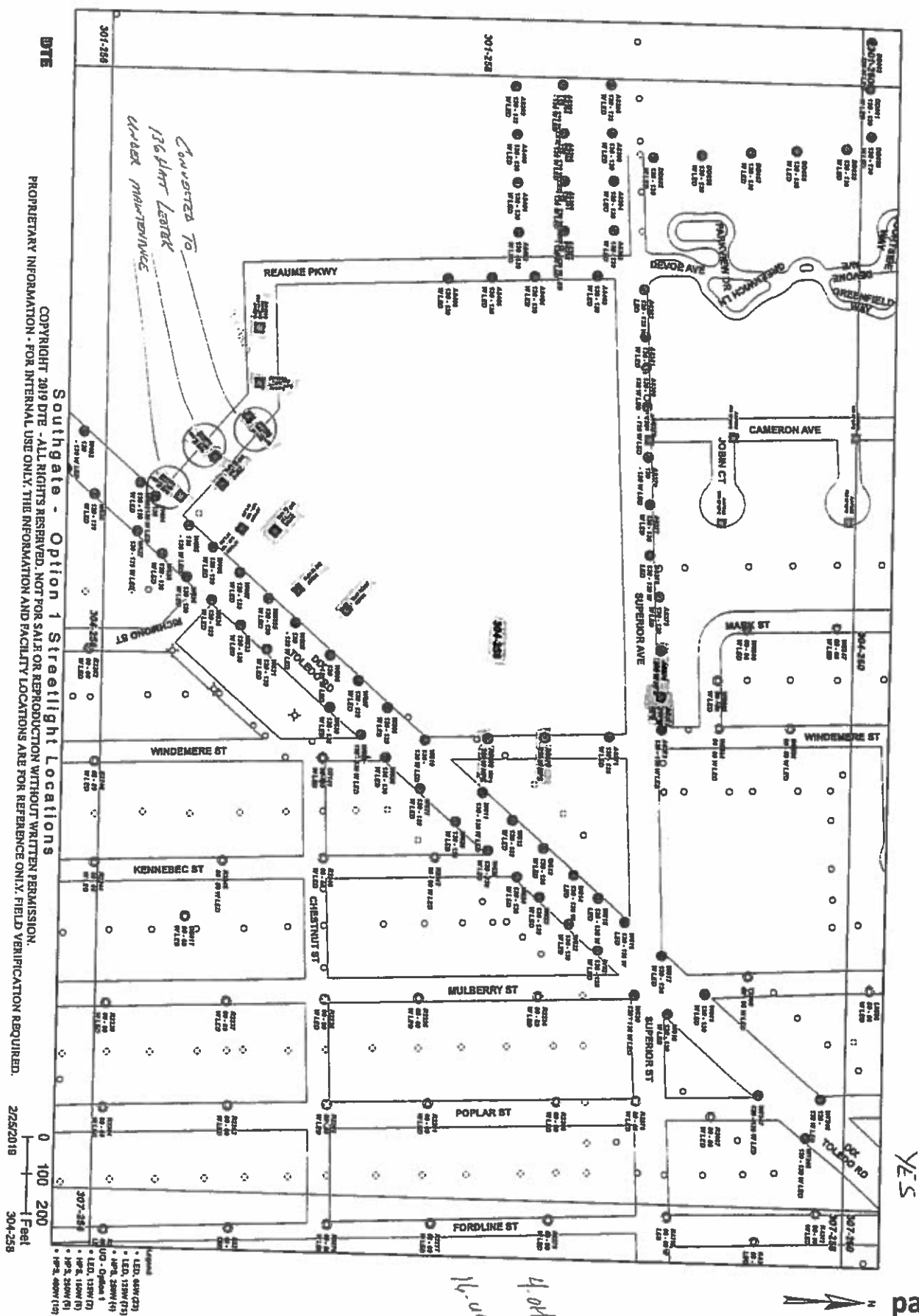
Title: \_\_\_\_\_

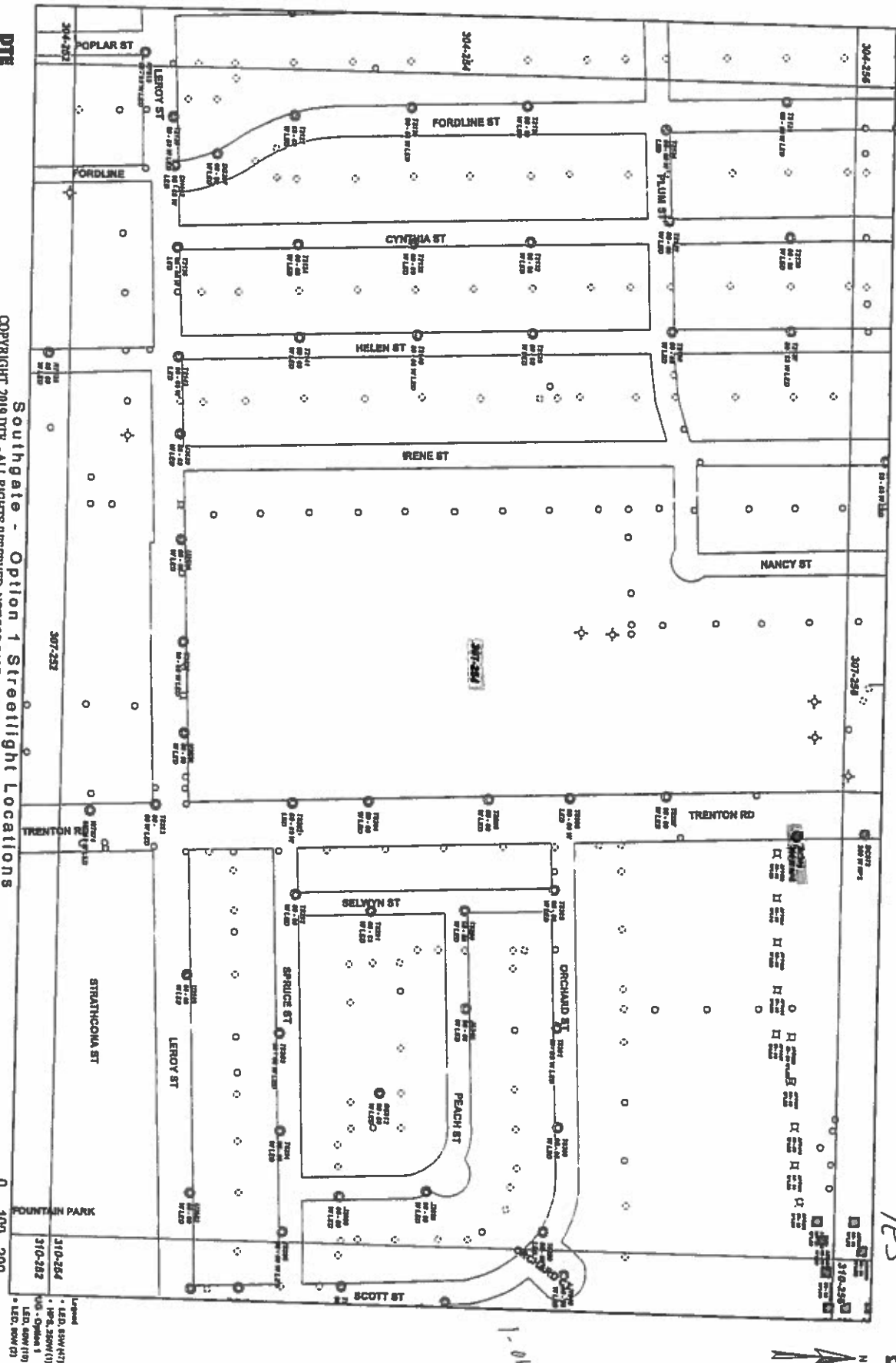
MINAL

Current Invoiced Rate							Future Invoiced Rate						
Current Watt	Type	Quantity OH	Annual Rate OH lum	Quantity US	Annual Rate UG per lum	Current Invoice Totals	New Watt	Type	Quantity OH	Annual Rate OH per lum	Quantity US	Annual Rate UG per lum	Future Invoiced Total
100	MV		\$175.69		\$338.50	\$0.00	58	LED		\$141.58		\$289.07	\$0.00
175	MV		\$226.78		\$385.35	\$0.00	58	LED		\$141.58		\$289.07	\$0.00
250	MV		\$258.09		\$442.63	\$0.00	136	LED		\$172.98		\$319.32	\$0.00
400	MV		\$344.08		\$544.93	\$0.00	136	LED		\$172.98		\$319.32	\$0.00
1000	MV		\$633.71		\$897.08	\$0.00	238	LED		\$246.44		\$380.77	\$0.00
70	HP5		\$162.20		\$325.13	\$0.00	58	LED		\$141.58		\$289.07	\$0.00
100	HP5		\$180.18		\$337.11	\$0.00	58	LED		\$141.58		\$289.07	\$0.00
150	HP5		\$210.23		\$368.77	\$0.00	136	LED		\$172.98		\$319.32	\$0.00
250	HP5		\$256.44		\$431.44	\$5,922.36	136	LED		\$172.98		\$319.32	\$4,164.66
400	HP5		\$335.24		\$526.19	\$0.00	238	LED		\$246.33		\$380.77	\$0.00
1000	HP5		\$632.37		\$769.14	\$0.00	238	LED		\$246.33		\$380.77	\$0.00
400	MV		\$364.17		\$558.97	\$0.00	238	LED		\$246.33		\$380.77	\$0.00
400	HP5		\$335.24		\$526.19	\$46,449.01	136	LED		\$172.98		\$319.32	\$28,126.80
150	HP5		\$213.89		\$368.77	\$0.00	58	LED		\$141.58		\$289.07	\$0.00
100	HP5		\$188.41		\$337.11	\$0.00	58	LED		\$141.58		\$289.07	\$0.00
175	MV		\$226.78		\$385.35	\$0.00	58	LED		\$141.58		\$289.07	\$0.00
250	HP5		\$260.02		\$431.44	\$260.02	58	LED		\$141.58		\$289.07	\$144.25

Note: EO Rebate will be issued directly to customer. DTE will assist the customer with the EO application process.

Currently		Proposed Conversion	
Total Current Lums	109	Total Future Lums	109
Total Invoice with Current Rates	\$52,631.39	Total Future Invoice with Current Rates	\$32,435.71
Annual Savings		Annual Savings	\$20,195.68
Cost to Convert (ETS)			\$70,288.00
DTE labor contribution			\$0.00
EO Rebate (EO)			\$6,498.00
ETS less EO less DTE Contribution			\$63,790.00
Payback is CAC Amount less EO rebate (yrs) divide by Annual Savings			3.16
CAC Amount due to DTE		\$70,288.00	





XLS

1-04

**DTE**

**Southgate - Option 1 Streetlight Locations**

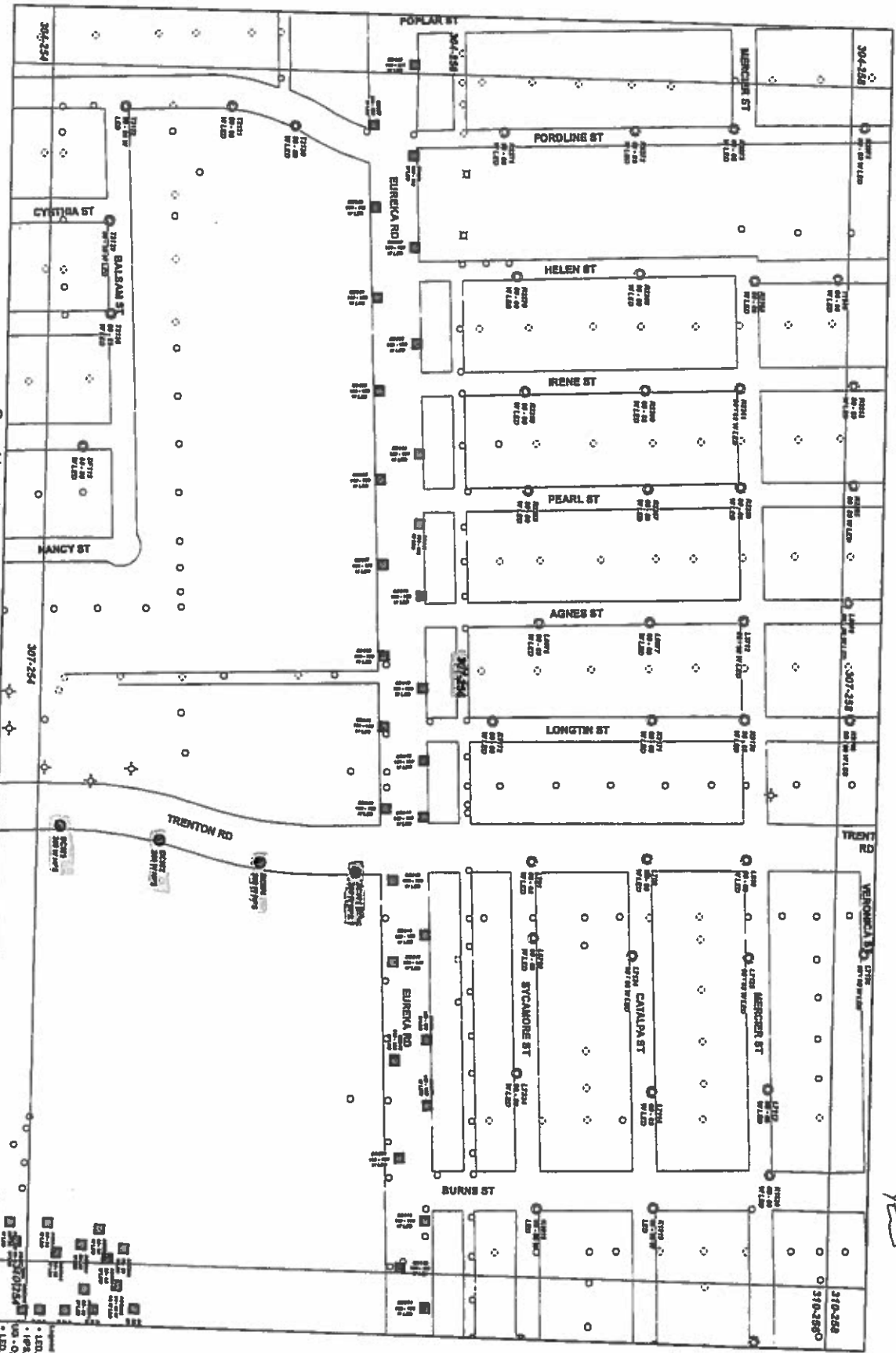
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 PROPRIETARY INFORMATION - FOR INTERNAL USE ONLY. THE INFORMATION AND FACILITY LOCATIONS ARE FOR REFERENCE ONLY. FIELD VERIFICATION REQUIRED.

2/25/2018

0 100 200 Feet

307-256

• LED, 200W (27)  
 • LED, 200W (9)  
 • LED, 200W (1)  
 • LED, 200W (1)



YES

4.01

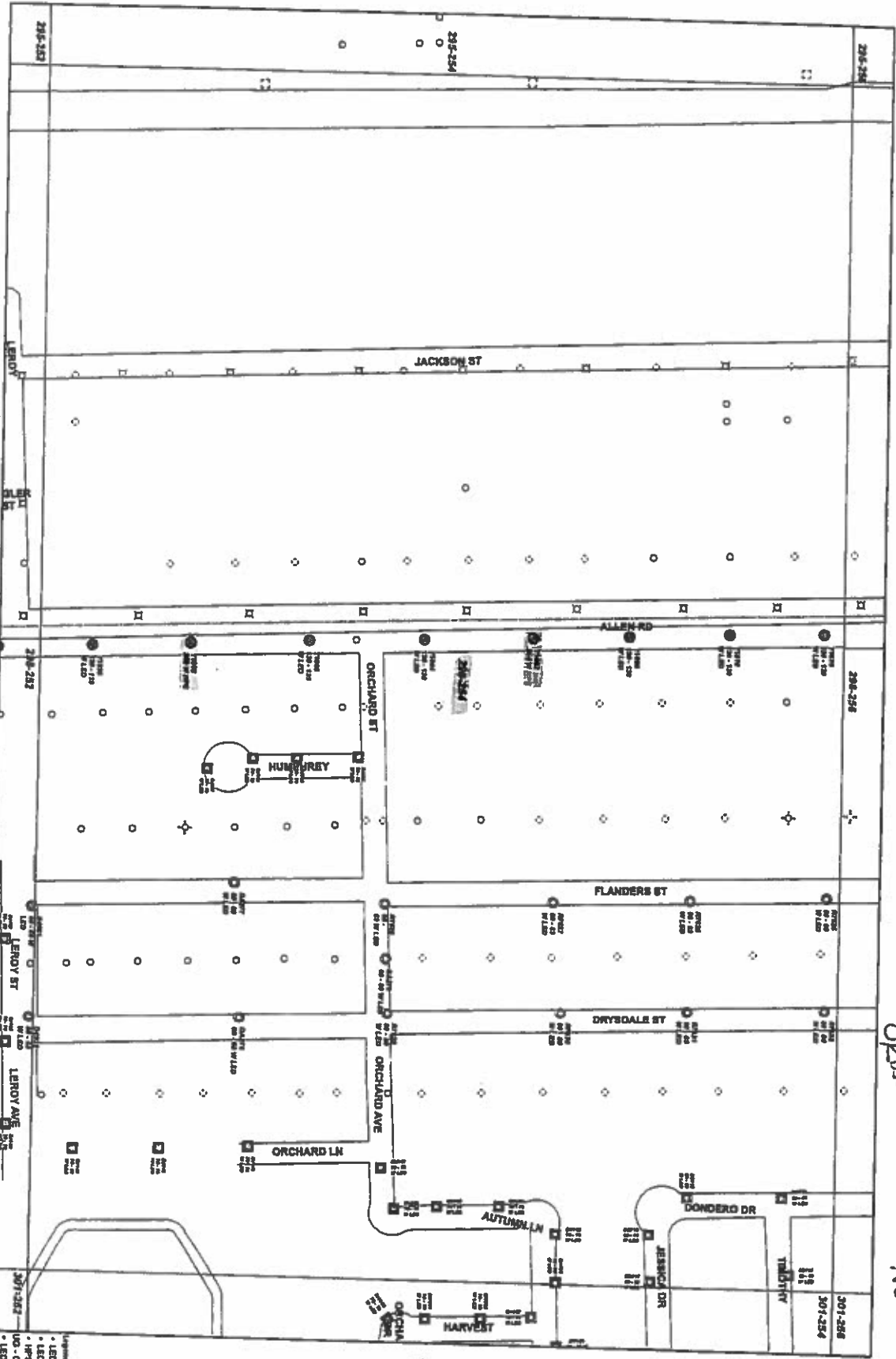


**DTE** **Southgate - Option 1 Streetlight Locations**

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0 100 200 Feet

2/23/2019 286-254



OK  
NO



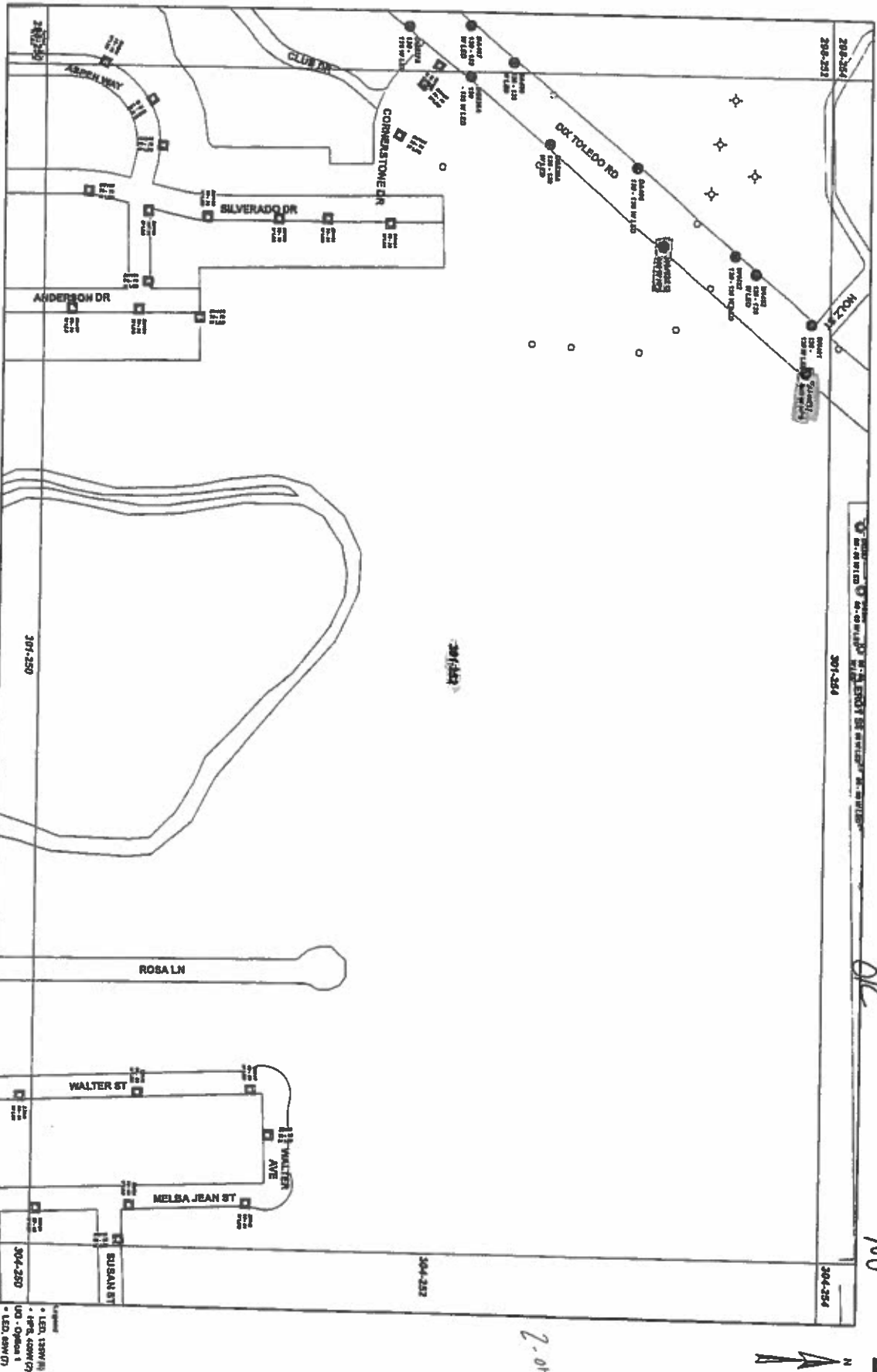
DTE

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2/25/2019

301-252

### Southgate - Option 1 Streetlight Locations



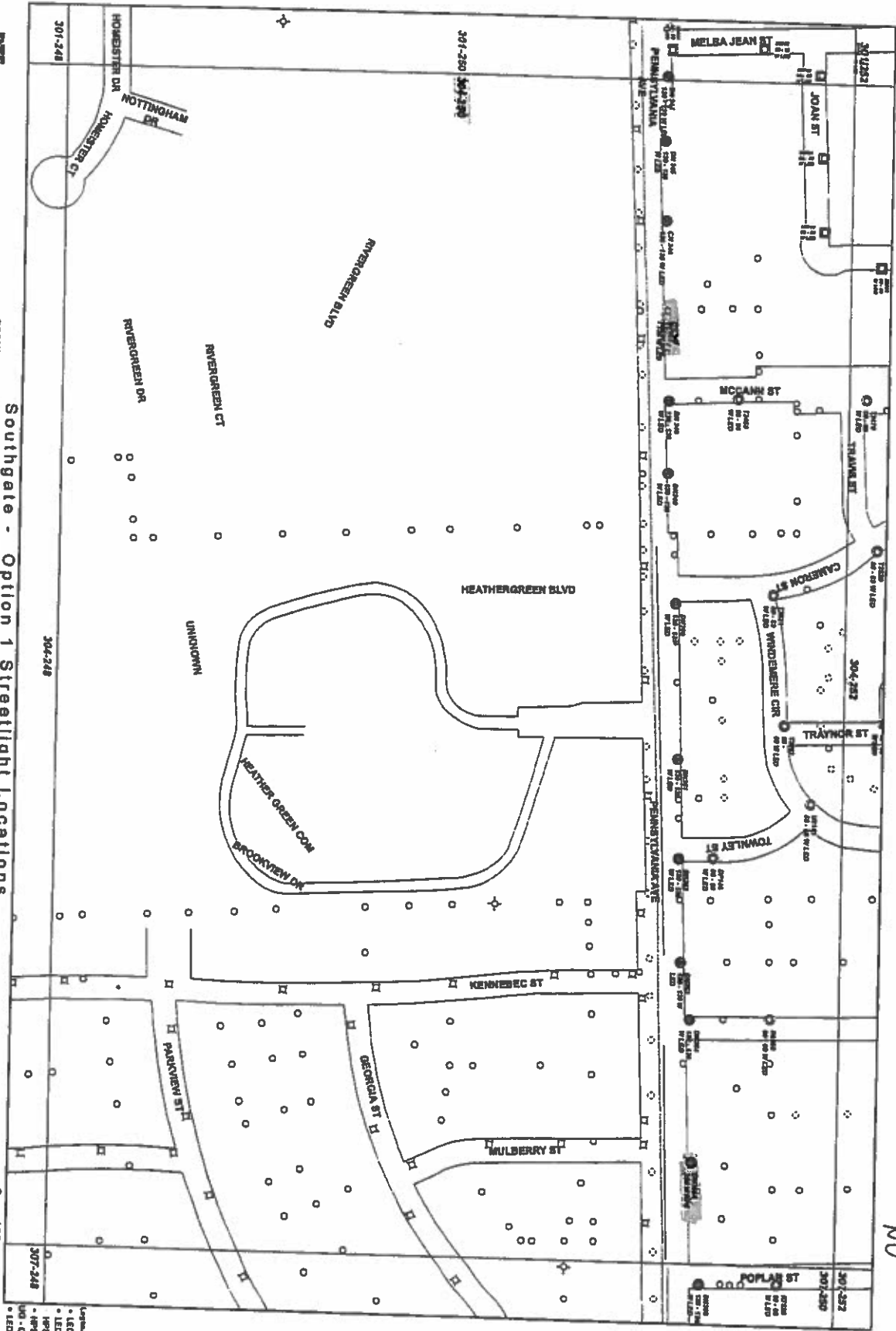
**DTE**

**Southgate - Option 1 Streetlight Locations**

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0 100 200  
 Feet

2/25/2019 304-250

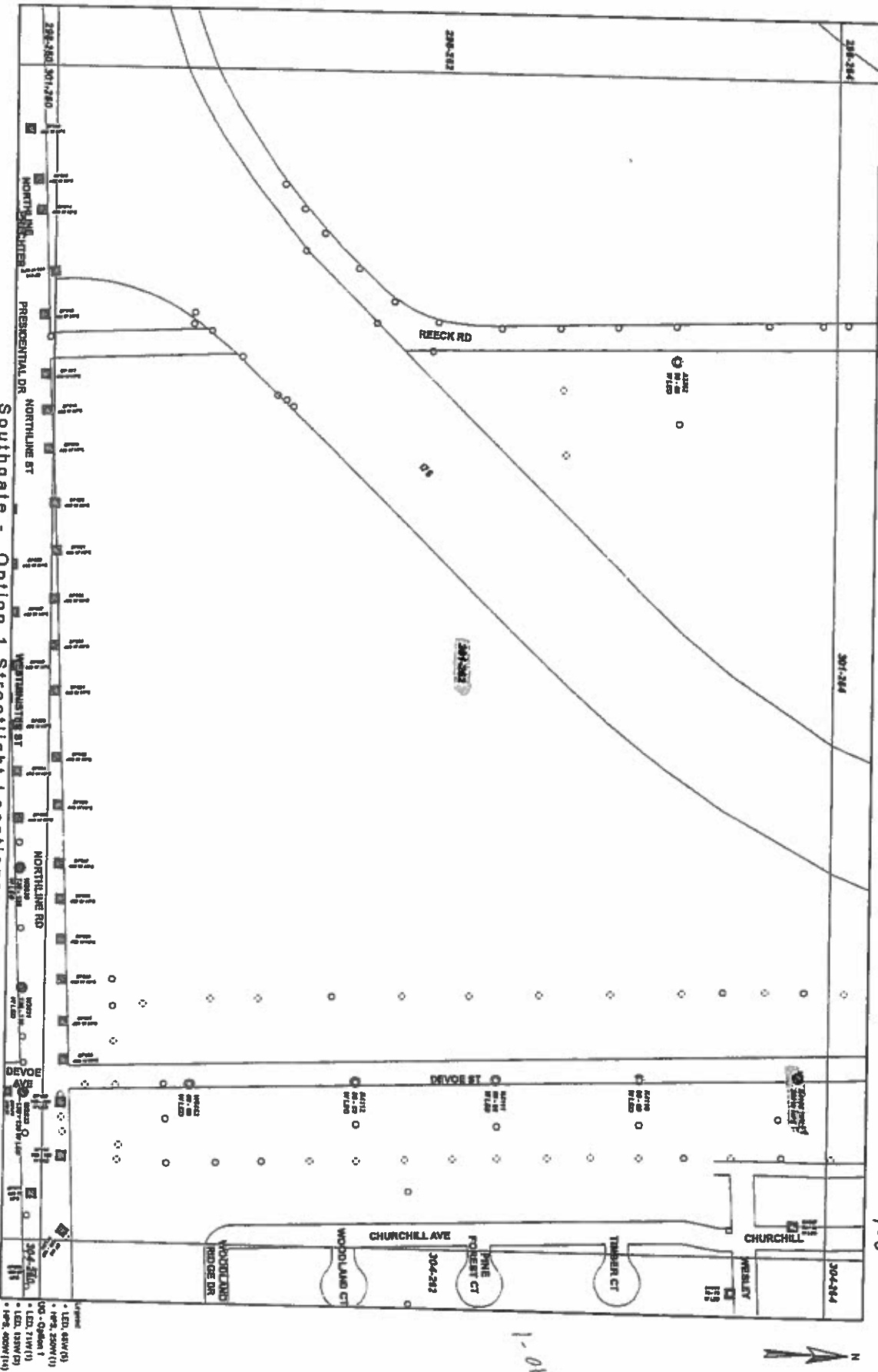


ND

2.041



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NO

1-04



**JOSEPH G. KUSPA**  
*Mayor*

**JANICE M. FERENCZ**  
*City Clerk*

**JAMES E. DALLOS**  
*Treasurer*



## City of Southgate

**- CITY COUNCIL -**

**JOHN GRAZIANI**  
*Council President*

**MARK FARRAH**

**KAREN E. GEORGE**

**BILL COLOVOS**

**DALE W. ZAMECKI**

**PHILLIP J. RAUCH**

**CHRISTOPHER P. ROLLET**

### Memorandum

**To:** Honorable City Council Members

**From:** Dustin Lent, City Administrator

**Date:** May 31, 2019

**Re:** Selling of DART & SMART Bus Tickets

---

Administration has reviewed the recommendation from Parks & Recreation Director Julie Goddard and the Commission on Aging and concur with their recommendation to be a sales agent to provide bus passes for sale at the Southgate Ice Arena. The city will receive a 4% commission on all the sales for administering the program.

The Commission on Aging(COA) has agreed to provide the start-up cost of \$905. In consideration of this action, the 4% commission will go into the COA account.

I look forward to addressing Council's questions and comments. Your favorable consideration would be greatly appreciated.



## **Southgate Parks & Recreation Department**

**14700 Reaume Parkway**

**Southgate, MI 48195 (734)258-3035**

To: Dustin Lent, City Administrator  
From: Julie Goddard, Parks & Recreation Director  
Date: May 23rd, 2019  
Re: SMART Bus Passes

The SMART Organization has approached the City of Southgate to be a Sales Agent to provide easy access for people in the community to purchase DART and SMART bus passes. It provides a great community service without a great deal of work. Currently passes are only sold in Detroit and they are asking our community—Southgate to begin selling them.

Acting as a Sales Agent, results in a four percent (4%) commission. We are required to purchase the minimum number of tickets on consignment to start sales. The minimum number of ticket to be purchased is any combination of 30 tickets. Attached is my proposal of tickets to purchase. The startup cost would be \$905.00. I have asked the Commission on Aging to cover these costs and in turn be rewarded with the four percent commission. At the COA meeting held on, Monday, May 13th, the commission unanimously agreed to purchase the tickets.

I appreciate your consideration in this matter

Respectfully Submitted,

Julie Goddard  
Parks & Recreation  
City of Southgate

<b>Description</b>	<b>Cost</b>	<b>Qty</b>	<b>Total Cost</b>	<b>Potential 4% Profit</b>
Dart - 7 Day Regional Pass	\$22.00	2	\$44.00	\$1.76
Dart - 7 Day Regional Pass Reduced	\$10.00	2	\$20.00	\$0.80
Dart - 31 Day Regional Pass	\$70.00	2	\$140.00	\$5.60
Dart - 31 Day Regional Pass Reduced	\$29.00	2	\$58.00	\$2.32
Smart \$0.50 - 31 Day Pass	\$17.00	5	\$85.00	\$3.40
Smart \$1.00 - 31 Day Pass	\$33.00	4	\$132.00	\$5.28
Smart \$2.00 - 31 Day Pass	\$66.00	2	\$132.00	\$5.28
Smart \$2.50 - 31 Day Pass	\$82.00	2	\$164.00	\$6.56
Smart \$11.00 Smart Saver Value Pass	\$10.00	5	\$50.00	\$2.00
Smart \$22.00 Smart Saver Value Pass	\$20.00	4	\$80.00	\$3.20
		<b>30</b>	<b>\$905.00</b>	<b>\$36.20</b>





## Sales Agent Program

The SMART Sales Agent Program is an opportunity for businesses and municipalities to provide easy access for people in the community to purchase Dart and SMART Passes. Your participation is a great community service which does not require a great deal of work.

### Overview of Agent Program

As a Sales Agent you will receive a four percent (4%) commission. Earning your 4% commission is easy via two sales agent payment options: Prepaid or Consignment.

#### 1. Prepaid Program

- Establish a person within your organization who is responsible for administering the sales program.
- Dart and/or SMART passes are paid in full to SMART less the four percent (4%) commission (**Attachment A - Sales Order Form**) and Sales Agent has an option to retrieve passes from SMART's Headquarters or have the passes shipped to the agent's place of operation.
- Passes are sold to the general public at retail value.
- Sales Agent re-orders passes as needed.
- SMART will accept credit card, Automatic Clearing House (ACH) and check as payment.

#### 2. Consignment Program

- Establish a person within your organization who is responsible for administering the sales program.
- Passes are consigned to the Sales Agent with an agreement to sell passes to the general public at retail value (**Attachment B – Pass Card Consignments, Returns & Sales Report**).
- Ten days prior to the end of the month the program administrator will generate the following reports:
  - a. **Pass & Ticket Sales Report (Attachment C)**, which will account for the number of Dart and/or SMART passes sold
  - b. **Pass & Ticket Inventory Report (Attachment C1)** which accounts for the number of passes remaining in inventory–).
- The reports must be submitted to SMART offices no later than the 10<sup>th</sup> day of each month.
- Each company entering into an agreement with SMART to sell Dart and/or SMART passes will be given a four percent (4%) percent commission. The commission is to be subtracted from the total amount of sales and retained by the consignee.

### Program Enrollment

To enroll in the SMART Sales Agent Program and sell passes to the general public, please follow the steps outlined below.

1. Determine which program plan your organization will enroll, Prepaid or Consignment.
2. Review the contract and the responsibilities of the agreement.
3. Contract is signed by both entities.
4. Agent places a SMART pass order.
5. SMART pass order is forwarded to Agent.



## Sales Agent Program

### SMART Pass Rates

1. The prices for Dart and SMART passes and fare structure are listed on **Attachment D - Dart Regional & SMART Passes**.
2. For individuals purchasing a \*Reduced Fare pass, the Sales Agent is required to review appropriate ID, see below:
  - SMART or DDOT Reduced Fare ID
  - Valid State of Michigan ID or Driver's License (To verify age of youth or older adults)
  - Medicare Card (NOT Medicaid Cards) with valid picture ID
  - School ID card with picture and date of birth

### Pass Orders

- A minimum order of 30 passes in any denomination is required to sell Dart and/or SMART passes.
- You can establish the type of Dart and/or SMART passes you want to sell.
- Fax your request for Dart and/or SMART passes each month on your company letterhead to the Cash Receipts Department at (248) 244-9194.
- After faxing your order, you will receive your passes along with a consignment sales report (**Attachment B – Pass Card Consignments, Returns & Sales Report**) for consignees only and Prepaid agents will receive (**Attachment A**) a completed Sales Order Form.
- Please check your assigned passes against this report sign and return the yellow copy
- Mail pass reports to:

SMART  
Cash Receipts Department  
535 Griswold, Suite 600  
Detroit, MI 48226

For questions regarding the Sales Agent Program, please call Beth Gibbons, Manager of Marketing and Communications at 313.223.2112.



# SALES ORDER FORM

4/23/19

To purchase tickets or passes, please complete this form.

Mail with a check or money order payable to SMART  
(include tax I.D. number) to:

Fax to (248)244-9210

SMART Transit Center - Ticket & Pass Orders  
Buhl Building, 535 Griswold Street, Suite 600  
Detroit, MI 48226

Visit the Downtown or Royal Oak  
Transit Center locations

Organization Name \_\_\_\_\_ Tax I.D. # \_\_\_\_\_

Billing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone (\_\_\_\_) (\_\_\_\_) \_\_\_\_\_

**ATTACHMENT A**

ATTENTION: \_\_\_\_\_

☐ Pick-Up  
☐ Do Not Mail

Credit Card Number \_\_\_\_\_

Circle One

Expires \_\_\_\_/\_\_\_\_ Signature: \_\_\_\_\_

OFFICE USE ONLY	
Payment: <input type="checkbox"/> Check <input type="checkbox"/> AGH	Check # _____
<input type="checkbox"/> Money Order	Date Recvd: _____
<input type="checkbox"/> Credit Card Declined	Date Sent: _____
Agent Initials _____	

SMART 31 DAY PASSES			QTY	AMOUNT	Serial #
SMART 50¢ / DART 31 Day Pass Reduced	\$17.00	X		=	
SMART \$1.00 / DART 31 Day Pass	\$33.00	X		=	
SMART \$2.00 / DART 31 Day Pass	\$66.00	X		=	
SMART \$2.50 / DART 31 Day Pass P&R	\$82.00	X		=	
SMART VALUE PASSES			QTY	AMOUNT	
SMART \$11.00 / DART Value Pass	\$10.00	X		=	
SMART \$22.00 / DART Value Pass	\$20.00	X		=	
Subtotal				(A)	
DART REGIONAL PASSES			QTY	AMOUNT	
7 Day Regional Pass	FULL \$22.00 REDUCED \$10.00	X		=	
31 Day Regional Pass	FULL \$70.00 REDUCED \$29.00	X		=	
Subtotal				(B)	
Shipping & Handling				(C) \$5.00	
				TOTAL (A+B+C)	\$

(866) 962-5515

M-F 6:30 a.m. to 6:00 p.m.  
Sat 7:30 a.m. to 4:00 p.m.

smartbus.org





Suburban Mobility Authority  
for Regional Transportation

Finance

Accounting Department  
Buhl Building  
535 Griswold St, Ste. 600  
Detroit, Michigan 48226

# Pass Card Consignments, Returns & Sales Report

Agent \_\_\_\_\_ Agent Representative \_\_\_\_\_ Date Consigned \_\_\_\_\_

Agent Number \_\_\_\_\_ Month of \_\_\_\_\_ Phone \_\_\_\_\_

Tracking Number \_\_\_\_\_ Consigned by \_\_\_\_\_

## Regional Passes, Value Passes, & 31 Day Passes

Pass Denomination	Total Price	Transaction	Opening Serial Number	Closing Serial Number	Number of Passes	Gross Amount
7 Day Regional	\$22.00	Consignment				0
		Sales				0
7 Day Reg Reduced	\$10.00	Consignment				0
		Sales				0
31 Day Regional	\$70.00	Consignment				0
		Sales				0
31 Day Reg Reduced	\$29.00	Consignment				0
		Sales				0
\$11.00	\$10.00	Consignment				0
Value Pass		Sales				0
\$22.00	\$20.00	Consignment				0
Value Pass		Sales				0
\$0.50	\$17.00	Consignment				0
31 Day Reduced		Sales				0
\$1.00	\$33.00	Consignment				0
31 Day		Sales				0
\$2.00	\$66.00	Consignment				0
31 Day		Sales				0
\$2.50	\$82.00	Consignment				0
31 Day Park & Ride		Sales				0

ATTACHMENT  
B

Total Gross Sales

Less Commission

Net Pass Sales

Net Ticket Sales

Total Remittance

Signature of consignee

Date

Please Sign & Return Yellow Copy Upon Receipt

Cash Received

Over (Short)

Audited By

Date

White - SMART Accounting  
Consignment Copy

Yellow - Return to SMART  
Accounting upon receipt of Passes

Pink - Accompany sales remittance & returns  
by 10th day following end of each month

Goldenrod - Agent File  
Copy Ref





Finance  
Accounting Department  
Buhl Building  
535 Griswold Street, Suite 600  
Detroit, Michigan 48226

# Pass & Ticket Inventory Report

Inventory Taken By: (Signature / Date)

Agent Representative

Agent

Inventory Verified By: (Signature / Date)

☐ Special  
☐ Monthly

Phone

Report Date

Ticket Denomination	Bundle Price	Opening Serial Number	Closing Serial Number	Tickets In Stock	Gross Value	Per Inventory	Difference
\$0.50 *	\$50.00			0	\$0.00		
\$0.50 *	\$50.00			0	\$0.00		
\$1.00 *	\$100.00			0	\$0.00		
\$1.00 *	\$100.00			0	\$0.00		
\$2.00*	\$200.00			0	\$0.00		
\$2.00*	\$200.00			0	\$0.00		
				0	\$0.00		
				0	\$0.00		
* All tickets sold in bundles of 100				Sub-Total	\$0.00		

Pass Denominations	Pass Price	Opening Serial Number	Closing Serial Number	Passes In Stock	Gross Value	Per Inventory	Difference
7 Day Reg	\$22.00			0	\$0.00		
7 Day Reg	\$22.00			0	\$0.00		
7 Day Reg red.	\$10.00			0	\$0.00		
7 Day Reg red.	\$10.00			0	\$0.00		
31 Day Reg	\$70.00			0	\$0.00		
31 Day Reg	\$70.00			0	\$0.00		
31 Day Reg red	\$29.00			0	\$0.00		
31 Day Reg red	\$29.00			0	\$0.00		
\$11.00	\$11.00			0	\$0.00		
\$11.00	\$11.00			0	\$0.00		
\$22.00	\$20.00			0	\$0.00		
\$22.00	\$20.00			0	\$0.00		
\$0.50	\$17.00			0	\$0.00		
\$0.50	\$17.00			0	\$0.00		
\$1.00	\$33.00			0	\$0.00		
\$1.00	\$33.00			0	\$0.00		
\$2.00	\$66.00			0	\$0.00		
\$2.00	\$66.00			0	\$0.00		
\$2.50	\$82.00			0	\$0.00		
\$2.50	\$82.00			0	\$0.00		
				0	\$0.00		
				0	\$0.00		
				0	\$0.00		
				0	\$0.00		
				Sub-Total	\$0.00		
				Total	\$0.00		

For Accounting Use Only:

Audited By

Date

White - To accompany sales remittance & returns by the 5th day following the end of each month

Yellow - Agent File Copy

Rev. 11/18/2009

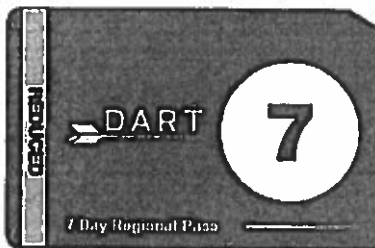


## Sales Agent Program

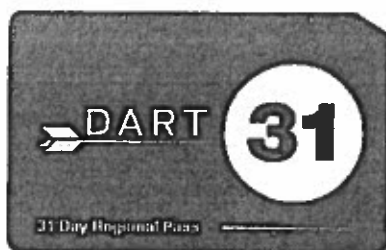
### 2019 Dart Regional and SMART Passes (Attachment D)



Full - \$22.00



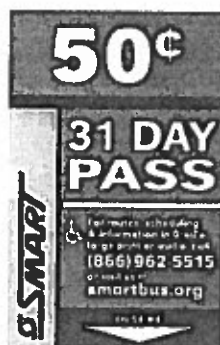
Reduced\* - \$10.00



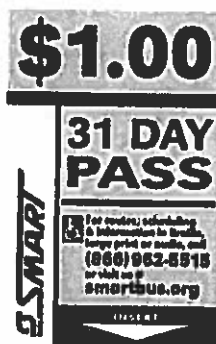
Full - \$70.00



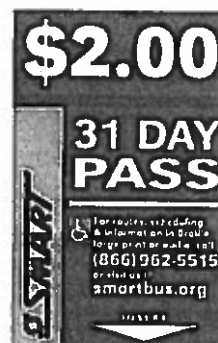
Reduced\* - \$29.00



\$17.00



\$33.00



\$66.00



\$82.00



\$10.00



\$20.00

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

JAMES E. DALLOS  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

JOHN GRÄZIANI  
*Council President*

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

May 30, 2019

To The Honorable  
Southgate City Council  
Southgate, Michigan 48195

**Re: Appointments to Boards/Commissions**

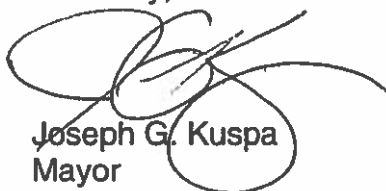
Ladies and Gentlemen:

Please be advised I have made the following appointment:

**C.A.S.E Commission – for a term expiring December 2020**

Cindy Burley                      13495 Mulberry

Sincerely,



Joseph G. Kuspa  
Mayor

Cc: Janice Ferencz, City Clerk

JGK/law



---

From the Desk of:  
Robert Tarabula  
Director, D.P.S.  
May 23, 2019

---

To: City Council

Re: Hydrant Use Ordinance Change

I am requesting that the City Council change the hydrant use permit ordinance, 1044.12 (b) so that the fee charged is to be determined by a resolution of the Southgate Water Board and Southgate City Council. ORD 1044.12 (b) would read as follows:

(b) A hydrant use permit may be issued for commercial use purposes at a cost determined by resolution of the Southgate Water Board and the Southgate City Council, which would include a non-refundable user fee and a deposit of the cost of the hydrant meter. The balance available in the deposit is refundable following its use, upon inspection of the hydrant meter and water usage, which fee shall be applied against the deposits. The Hydrant use permit is renewable every 30 days at no additional cost. The applicant must display a copy of the permit on-site at all times. Permits may be issued only upon demonstration by the applicant:

- (1) That an adequate back-flow prevention system has been installed;
- (2) The use of proper fittings and hoses;
- (3) A contact name and a 24 hour telephone number of the entity requesting the hydrant permit; and
- (4) The allocation of appropriate space for an approved Department employee to inspect the hydrant sign and permit.

If you have any questions, please feel free to contact me.

Sincerely,



Robert Tarabula,  
Director of Public Services

RT/sb