

# Southgate City Council Agenda

## Council Chambers

14400 Dix-Toledo Rd., Southgate, Michigan 48195

Wednesday March 20, 2024

6:30pm

## Work Study Session

1. Reserve Police Officer Awards
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. Work Study Meeting Minutes dated March 6, 2024
2. Regular City Council Meeting Minutes dated March 6, 2024

#### Scheduled Persons in the Audience:

##### Consideration of Bids:

1. Letter from Mayor; Re: Cobb and Waverly Park Basketball Court Improvements Page 5
2. Letter from Mayor; Re: Award Bid for Southgate City Hall Carpet Replacement Page 10

##### Scheduled Hearings:

1. Memo from Administrator; Re: Public Hearing for Community Development Block Grant Disaster Recovery (CDBG-DR) Program Page 19

##### Communications "A"

1. Memo from Administrator; Re: Authorizing to Apply for Community Development Block Grant Disaster Recovery (CDBG-DR) Program Page 20
2. Memo from Administrator; Re: Special Assessment District Process for Echo Park Subdivision Page 21
3. Letter from Mayor; Re: Payment of Invoice for Schoolcraft College Page 23
4. Memo from Administrator; Re: Rezoning of 15601 Northline Rd. from R1-A and R0 to PD Page 34
5. Letter from Mayor; Re: Appointments to Library Commission Page 58

##### Communications "B" – (Receive and File):

1. Letter from Mayor; Re: Appointments to Public Safety Commission Page 59
2. Letter from Mayor; Re: Appointments to Water Board Page 60

##### Ordinances:

1. Memo from Administrator; Re: First Reading of Proposed Change to City Code Section 1060.05 Page 61

#### Old Business:

#### New Business:

#### Unscheduled Persons in the Audience:

Claims & Accounts: Warrant #1493 \$4,977,279.18

#### Adjournment:



Janice M. Ferencz, City Clerk

City Council

## **Work Study Session**

March 6, 2024

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

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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, Public Safety Director Joseph Marsh, Police Chief Mark Mydlarz, IT Director Jason Rucker, DPS Director Kevin Anderson, Recreation Director Julie Goddard & Building Inspections Director Tim Leach

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*Discussed the following agenda items:*

- Award Bid for McCann Park Playground Equipment
- Approval of Renewal of Investigation System Service Package (Waiver of Bid)
- Approval of Renewal of Security Awareness Training Subscription (Waiver of Bid)
- Approval of Purchase of Two (2) Dump Trucks (Waiver of Bid)
- Approval of Purchase Ford F-550 Chassis Cab and Dump Body (Waiver of Bid)
- Request for Public Hearing for Community Development Block Grant Disaster Recovery Program

This meeting ended at 6:42 p.m.

# City of Southgate

## Regular City Council Meeting

### March 6, 2024

A Regular Meeting of the Council of the City of Southgate was held on Wednesday, March 6, 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.**

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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, Public Safety Director Marsh, Police Chief Mydlarz, IT Director Jason Rucker, DPS Director Kevin Anderson, Recreation Director Julie Goddard & Building Inspections Director Tim Leach

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#### **Minutes:**

Moved by George, supported Ayres-Reiss, RESOLVED, that the minutes of the City Council Work Study Session dated February 21, 2024 be approved as presented. Carried unanimously.

Moved by Rauch, supported by Kowalsky, RESOLVED, that the minutes of the Regular City Council Meeting dated February 21, 2024 be approved as presented. Carried unanimously.

#### **Consideration of Bids:**

1. Letter from Mayor; Re: Award Bid for McCann Park Playground Equipment moved by George, supported by Rauch, RESOLVED THAT the Southgate City Council award bid for McCann Park Playground Equipment project to Penchura LLC in the amount of \$176,800.00 plus 10% contingency of \$17,680.00 for a total bid award of \$194,480.00, as the lowest bidder meeting specifications. Motion carried unanimously.

#### **Communications "A":**

1. Letter from Mayor; Re: Renewal of Investigation System Service Package (Waiver of Bid) moved by Ayres-Reiss, supported by Gawlik, RESOLVED THAT the Southgate City Council waive the bidding process and approve the renewal of the LeadsOnline PowerPlus Investigation System Service Package with LeadsOnline for a one year term of May 15, 2024 through May 14, 2025, in the total amount of \$4,276.00. Motion carried unanimously.
2. Letter from Mayor; Re: Renewal of Security Awareness Training Subscription (Waiver of Bid) moved by Kowalsky, supported by Rauch, RESOLVED THAT the Southgate City Council waive the bidding process and approve the renewal of the KnowBe4 Security Awareness Training subscription with Dewpoint LLC for a one year term of May 23, 2024 through May 22, 2025, in the total amount of \$2,754.50. Motion carried unanimously.
3. Letter from Mayor; Re: Purchase of Two (2) Dump Truck Chassis (Waiver of Bid) moved by Gawlik, supported by Rauch, RESOLVED THAT the Southgate City Council waive the bidding process and approve the purchase of two (2) Freightliner chassis from Wolverine Truck Sales, Inc. at a cost of \$111,123.00 per chassis, for a total amount of \$222,246.00, under the City of Rochester Hills, MI cooperative bid. Motion carried unanimously.

## Regular City Council Meeting March 6, 2024

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4. Letter from Mayor; Re: Purchase of Two (2) Dump Truck Dump Bodies (Waiver of Bid) moved by Ayres-Reiss, supported by George, RESOLVED THAT the Southgate City Council waive the bidding process and approve the purchase of two (2) Crysteel 10' Select Dump Bodies from Truck & Trailer Specialties at a cost of \$94,815.00 per dump body, for a total amount of \$189,630.00, under the MiDeal Extended Purchasing Program. Motion carried unanimously.
5. Letter from Mayor; Re: Purchase of Ford F-550 Chassis Cab (Waiver of Bid) moved by Kowalsky, supported by George, RESOLVED THAT the Southgate City Council waive the bidding process and approve the purchase of a Ford F-550 chassis from Southgate Ford in the amount of \$67,602.00, under the MiDeal Extended Purchasing Program. Motion carried unanimously.
6. Letter from Mayor; Re: Purchase of Ford F-550 Dump Body (Waiver of Bid) moved by Ayres-Reiss, supported by Gawlik, RESOLVED THAT the Southgate City Council waive the bidding process and approve the purchase of a Crysteel 9' S-Tipper Dump Body from Truck & Trailer Specialties in the amount of \$58,168.00, under the MiDeal Extended Purchasing Program. Motion carried unanimously.
7. Memo from Administrator; Re: Request for Public Hearing for Community Development Block Grant Disaster Recovery Program moved by George, supported by Ayers-Reiss, RESOLVED THAT the Southgate City Council schedule a public hearing to be held during the Wednesday, March 20, 2024 City Council meeting regarding the Community Development Block Grant (CDBG) Disaster Recovery Program application. Motion carried unanimously.

### **Unscheduled Persons In Audience**

1. Chris Munsie, 11919 Poplar, voiced his concern regarding the commercial vehicle portion of Ordinance 1298.05.

### **Claims and Accounts:**

Moved by Rauch, supported by Ayers-Reiss, RESOLVED, that Claims and Accounts be paid as outlined on Warrant #1492 for \$2,564,001.32. Motion carried unanimously.

### **Adjournment:**

Moved by George, supported by Gawlik, RESOLVED THAT this Regular Meeting of the Southgate City Council be adjourned at 7:12 P.M. Carried unanimously.

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Zoey Kuspa  
Council President

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Janice M. Ferencz  
City Clerk

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



- CITY COUNCIL -

ZOEY KUSPA  
*Council President*

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

ED GAWLIK JR.

## City of Southgate

March 15, 2024

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Award Bid for Cobb Park and Waverly Park Basketball Court Improvements

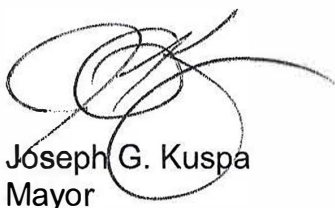
Ladies and Gentlemen:

I have reviewed the above and concur with the City Engineer's recommendation to award the bid for the Cobb Park and Waverly Park Basketball Court Improvements to Rolar Construction Corporation, Warren, Michigan, in the amount of \$230,664.66 plus 10% contingency in the amount of \$23,066.47, for a total amount of \$253,731.13.

Funds for this bid award are available in the Parks & Rec Millage Fund.

Your favorable consideration of this matter is requested.

Sincerely,

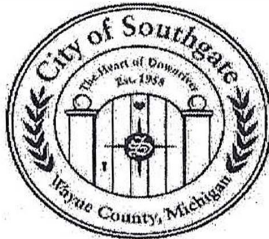


Joseph G. Kuspa  
Mayor

JOSEPH G. KUSPA  
Mayor

JANICE M. FERENCZ  
City Clerk

CHRISTOPHER P. ROLLET  
Treasurer



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
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KAREN E. GEORGE

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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: March 15, 2024

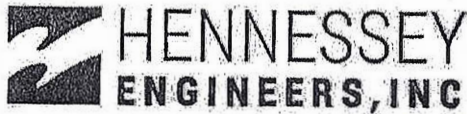
RE: Recommendation to Award Bid for Cobb Park and Waverly Park Basketball Court Improvements

I have reviewed the above with the City Engineer and concur with his recommendation to award the bid for Cobb Park and Waverly Park Basketball Court Improvements Project to Rolar Construction Corporation (Warren MI) in the amount of \$230,664.66, plus 10% contingency in the amount of \$23,066.47, for a total amount of \$253,731.13.

Funds are available in the Parks & Recreation Millage Fund for this expenditure.

#### **Proposed Motion**

Award bid for Cobb Park and Waverly Park Basketball Court Improvements project to Rolar Construction Corporation in the amount of \$230,664.66, plus 10% contingency in the amount of \$23,066.47, for a total amount of \$253,731.13.



March 1, 2024

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

**Re: Cobb Park & Waverly Park Basketball Court Improvements  
Recommendation of Contract Award  
City of Southgate  
Hennessey Project No. 13145**

Dear Mr. Marsh:

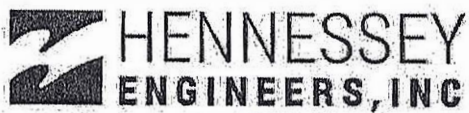
As you are aware, the City of Southgate opened bids on Tuesday, February 27, 2024 for the above referenced project and received bids from two (2) contractors out of six (6) contractors that electronically reviewed the bid documents. Attached is a copy of the bid tabulation.

Our office has reviewed the two (2) bids received and in summary, the bids received are as follows:

<u>Contractor</u>	<u>Bid Amount</u>
• Rolar Construction Corporation	\$230,664.66
• A & J Paving Company, Inc.	\$246,102.75

This project involves removing and replacing the existing basketball courts at Cobb Park and Waverly Park, installing subgrade drainage, color coating and striping. The project also includes replacing any disturbed pavement including sidewalks and restoration. The project is scheduled to start the week of April 8, 2024 and is to be substantially completed by May 20, 2024.

Rolar Construction Corporation has provided references upon request for this type of work performed in other communities. Our review of these references are very positive and we see no reason not to recommend Rolar Construction Corporation for this work.



Mr. Dan Marsh  
Cobb Park & Waverly Park Basketball  
Court Improvements  
Recommendation of Contract Award

March 1, 2024  
Page 2

Therefore, based upon the outcome of the bids and Rolar Construction's past experience, it is our offices recommendation to award the Cobb Park & Waverly Park Basketball Court Improvements Project to Rolar Construction Corporation of Warren Michigan, in the amount of \$253,731.13, including a ten percent (10%) contingency.

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'.

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  
Julie Goddard, Director of Parks and Recreation, City of Southgate  
Raymond D. Parker, R.A., Project Architect, Hennessey Engineers, Inc.  
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.

File B.3

CITY OF SOUTHGATE - COBB PARK & WAVERLY PARK BASKETBALL COURT IMPROVEMENTS PROJECT NO. 13145				Rolar Construction Corp.  5860 Frazho Road Warren, MI 48091		A & J Paving Company, Inc.  14160 Oakville-Waltz Road Willis, MI 48191	
Line Number	Description	Estimated Amount	Unit	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total
	Cobb Park Basketball Court Improvements						
1	Erosion Control, Drainage Structure Silt Sack	1	EACH	\$143.00	\$143.00	\$175.00	\$175.00
2	Erosion Control, Ditch Catch Basin Filter	16	LFT	\$31.25	\$500.00	\$12.50	\$200.00
3	Erosion Control, Silt Fence	506	LFT	\$2.50	\$1,265.00	\$2.50	\$1,265.00
4	Erosion Control, Mud Mat	1	EACH	\$3,980.00	\$3,980.00	\$2,000.00	\$2,000.00
5	Tree, Remove, 6-inch to 18-inch	2	EACH	\$1,380.00	\$2,760.00	\$750.00	\$1,500.00
6	Remove Basketball Backboard & Appurtenances	1	EACH	\$585.00	\$585.00	\$500.00	\$500.00
7	Remove Asphalt Pavement	486	SYD	\$35.44	\$17,223.84	\$8.25	\$4,009.50
8	Remove Concrete Sidewalk	125	SFT	\$3.00	\$375.00	\$10.00	\$1,250.00
9	Drainage Structure Tap	1	EACH	\$500.00	\$500.00	\$500.00	\$500.00
10	6-inch PVC Storm Sewer	5	LFT	\$150.00	\$750.00	\$50.00	\$250.00
11	6-inch Edgedrain with Geotextile Fabric	272	LFT	\$45.00	\$12,240.00	\$51.50	\$14,008.00
12	6" X 6" PVC Tee	1	EACH	\$35.00	\$35.00	\$25.00	\$25.00
13	Aggregate Base, MDOT 21AA Crushed Limestone, 8-inch (CIP)	717	SYD	\$24.00	\$17,208.00	\$25.00	\$17,925.00
14	Concrete Sidewalk, 4-inch	125	SFT	\$13.70	\$1,712.50	\$38.00	\$4,750.00
15	HMA (Athletic) Pavement, 1.5-inch, MDOT 5EML Wearing Course	694	SYD	\$21.15	\$14,678.10	\$25.00	\$17,350.00
16	HMA (Athletic) Pavement, 2-inch, MDOT 4EML Leveling Course	694	SYD	\$21.15	\$14,678.10	\$30.00	\$20,820.00
17	Install Basketball Backboard & Appurtenances	2	EACH	\$6,272.00	\$12,544.00	\$8,200.00	\$16,400.00
18	Acrylic Resurfacer, 2 Coats	6,240	SFT	\$1.00	\$6,240.00	\$1.13	\$7,051.20
19	Acrylic Color Coating, Dark Green, 2 Coats	6,240	SFT	\$0.88	\$5,491.20	\$1.13	\$7,051.20
20	Pavement Marking, 2-inch Acrylic, White	699	LFT	\$3.08	\$2,152.92	\$2.90	\$2,027.10
21	Restoration, 3-inch Topsoil & Hydroseed	1,460	SYD	\$7.75	\$11,315.00	\$10.00	\$14,600.00
22	Construction Observation	\$488.00	DAYS	15	\$7,320.00	18	\$8,784.00
COBB PARK BASKETBALL COURT IMPROVEMENTS TOTAL BID AMOUNT				*	\$133,696.66		\$142,441.00

Line Number	Description	Estimated Amount	Unit	Unit Price in Figures	Line Total	Unit Price in Figures	Line Total
	Waverly Park Basketball Court Improvements						
1	Erosion Control, Drainage Structure Silt Sack	1	EACH	\$143.00	\$143.00	\$175.00	\$175.00
2	Erosion Control, Silt Fence	470	LFT	\$2.14	\$1,005.80	\$3.00	\$1,410.00
3	Erosion Control, Mud Mat	1	EACH	\$3,980.00	\$3,980.00	\$2,000.00	\$2,000.00
4	Fence, Remove, Salvage & Reinstall	40	LFT	\$67.50	\$2,700.00	\$37.50	\$1,500.00
5	Sign & Post, Remove, Salvage & Reinstall	1	EACH	\$167.00	\$167.00	\$500.00	\$500.00
6	Remove Basketball Backboard & Appurtenances	1	EACH	\$417.00	\$417.00	\$500.00	\$500.00
7	Remove Asphalt Pavement	413	SYD	\$34.40	\$14,207.20	\$9.00	\$3,717.00
8	Remove Concrete Sidewalk	75	SFT	\$3.00	\$225.00	\$10.00	\$750.00
9	Drainage Structure Tap	1	EACH	\$500.00	\$500.00	\$500.00	\$500.00
10	6-inch PVC Storm Sewer	50	LFT	\$45.00	\$2,250.00	\$50.00	\$2,500.00
11	6-inch Edgedrain with Geotextile Fabric	185	LFT	\$30.00	\$5,550.00	\$55.00	\$10,175.00
12	6" X 6" PVC Tee	1	EACH	\$35.00	\$35.00	\$25.00	\$25.00
13	Aggregate Base, MDOT 21AA Crushed Limestone, 8-inch (CIP)	414	SYD	\$24.00	\$9,936.00	\$36.50	\$15,111.00
14	Concrete Sidewalk, 4-inch	75	SFT	\$23.00	\$1,725.00	\$40.00	\$3,000.00
15	HMA (Athletic) Pavement, 1.5-inch, MDOT 5EML Wearing Course	400	SYD	\$23.50	\$9,400.00	\$25.00	\$10,000.00
16	HMA (Athletic) Pavement, 2-inch, MDOT 4EML Leveling Course	400	SYD	\$23.50	\$9,400.00	\$30.70	\$12,280.00
17	Install Basketball Backboard & Appurtenances	1	EACH	\$6,710.00	\$6,710.00	\$9,200.00	\$9,200.00
18	Acrylic Resurfacer, 2 Coats	3,600	SFT	\$1.10	\$3,960.00	\$1.13	\$4,068.00
19	Acrylic Color Coating, Dark Green, 2 Coats	3,600	SFT	\$1.00	\$3,600.00	\$1.13	\$4,068.00
20	Pavement Marking, 2-inch Acrylic, White	375	LFT	\$3.08	\$1,155.00	\$5.33	\$2,000.75
21	Restoration, 3-inch Topsoil & Hydroseed	1,240	LFT	\$7.95	\$9,858.00	\$10.00	\$12,400.00
22	Construction Observation	\$488.00	DAYS	13	\$6,344.00	18	\$8,784.00
WAVERLY PARK BASKETBALL COURT IMPROVEMENTS TOTAL BID AMOUNT				*	\$96,968.00		\$103,661.75

\* Correction in bid calculations determined by H&I

WAVERLY PARK BASKETBALL COURT IMPROVEMENTS TOTAL BID AMOUNT  
 COBB PARK BASKETBALL COURT IMPROVEMENTS TOTAL BID AMOUNT  
 GRAND TOTAL BID AMOUNT

\$96,968.00  
 \$133,696.66  
 \* \$230,664.66

\$103,661.75  
 \$142,441.00  
 \$246,102.75

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



- CITY COUNCIL -

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GREG KOWALSKY

ED GAWLIK JR.

## City of Southgate

March 15, 2024

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Award Bid for Southgate City Hall Carpet Replacement

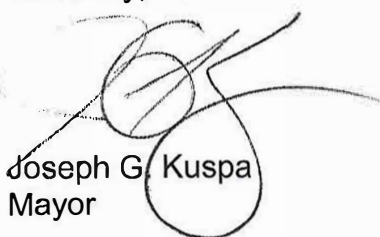
Ladies and Gentlemen:

I have reviewed the above and concur with the City Engineer's recommendation to award the bid for the Southgate City Hall Carpet Replacement to Jabro Carpet One, Southgate, Michigan, in the amounts of \$74,185.96 for the base bid and \$85,162.23 for additional areas, plus 5% contingency in the amount of \$7,967.41, for a total project cost of \$167,315.60.

Funds for this bid award are available in the General Fund, utilizing American Rescue Plan Act (ARPA) grant funds.

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

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PRISCILLA AYRES-REISS

GREG KOWALSKY

ED GAWLIK JR.

### MEMORANDUM

TO: Honorable Mayor and City Council

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

DATE: March 15, 2024

RE: Recommendation to Award Bid for Southgate City Hall Carpet Replacement

I have reviewed the above with the City Engineer and concur with his recommendation to award the bid for Southgate City Hall Carpet Replacement project to Jabro Carpet One (Southgate MI) in the amounts of \$74,185.96 for the base bid and \$85,162.23 for additional areas, plus 5% contingency in the amount of \$7,967.41, for a total project cost of \$167,315.60.

Funds are available in the General Fund, utilizing American Rescue Plan Act (ARPA) grant funds.

#### Proposed Motion

Award the bid for the Southgate City Hall Carpet Replacement project to Jabro Carpet One (Southgate MI) in the base amount of \$74,185.96 and the additional bid area of \$85,162.23, plus 5% contingency of \$7,967.41, for a total project cost of \$167,315.60, utilizing American Rescue Plan Act (ARPA) funding.



HENNESSEY ENGINEERS, INC

March 14, 2024

Dan Marsh, City Administrator  
City of Southgate  
14400 Dix-Toledo Road  
Southgate, Michigan 48195

**Re: Southgate City Hall Carpet Replacement  
City of Southgate RFP 11000-24**

Dear Mr. Marsh:

As you are aware, the City of Southgate opened bids on Wednesday, February 26th, 2024 for the above referenced project. Attached is a copy of the bid tabulation. Our office has reviewed the bids received and while Decima, LLC is the lowest bidder with a base bid of \$122,791.00 the amount listed for labor cost and furniture moving is well below the average. After reviewing the submitted bid Decima, LLC has indicated that they will hold their initial bid price. Jabro Carpet One submitted a total bid of \$159,348.19. As stated in the Request for Proposals preference in scoring was to be given to companies located in the City of Southgate and with previous partnerships with Jabro CarpetOne the City can elect to award the contract to Jabro CarpetOne as the 2<sup>nd</sup> lowest bidder

This project involves the removal and installation of new carpet throughout City Hall. Jabro Carpet One are very familiar with this type of work having completed numerous projects throughout the City of Southgate and the State of Michigan.

Therefore, based on the outcome of the bids, past experience and references provided, it is our recommendation to award the Southgate City Hall Carpet project to Jabro CarpetOne in the amount of \$159,348.19 plus a 5 % contingency for a total of \$167,315.60.

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.**

By:

A handwritten signature in black ink, appearing to read 'Raymond Parker'.

Raymond Parker, RA  
Project Architect

cc: Honorable Mayor Joseph Kuspa and Councilmembers of the City of Southgate  
File B.3

[illegible]

# Jabro Carpet One Base

Base Bid: To include all the areas listed below:

First floor and Second floor main walkways - Essence carpet tile with Blossom carpet tile accents

Entrance areas - inset with walk off carpet tile

Staircase - Essence broadloom carpet

Council Chambers - Blossom carpet tile with Essence broadloom carpet on the council platform

Mayor's office - Rooted carpet tile

Mayor's restroom - Timber Grove LVP

Administrator's office and hallway - Essence carpet tile

Admin./Mayor's Assistant office and hallway beyond - Blossom carpet tile

Accounting office - Essence Carpet Tile

City of Southgate Base Bid Areas Only  
City Hall Carpet Replacement 2024

Line Number	Description	Unit	Unit Price in Figures	Line Total
1	Existing Carpet Removal and Disposal	LSUM	\$ 7.20	\$ 5,184.00
2	Carpet Materials	LSUM	\$ 32yd/40yd/2.98sf	\$ 27,463.90
3	Miscellaneous Materials	LSUM	\$	\$ 2,666.26
4	Carpet Installation - Labor	LSUM	\$	\$ 17,817.80
5	Bonds and Permits	LSUM	\$ 2,300.00	\$ 2,300.00
6	Mobilization - Profit/Overhead	LSUM	\$	\$ 12,290.14
	Misc. Labor			\$ 713.86
*	Furniture moving	LSUM	\$ 5,750.00	\$ 5,750.00
			<b>PROJECT TOTAL</b>	<b>\$ 74,185.96</b>

Additional Areas: Budget Dependent

Treasurer's department with two offices - Blossom carpet tile

Clerk's department and office - Rooted carpet tile

Commission Caucus, hall, and Caucus Room - Essence carpet tile

Back hallways - Essence Broadloom with insets of walk off carpet tile at exterior doors.

Building Department, Plan Room, Code Enforcement, and Chief Inspector's office - Essence carpet tile.

Second floor back hallways - Essence Broadloom

Staff Lounge - Essence carpet tile

Finance department - Essence carpet tile

CDBG office - Essence carpet tile

City of Southgate Additional Bid Areas Only  
City Hall Carpet Replacement 2024

Line Number	Description	Unit	Unit Price in Figures	Line Total
1	Existing Carpet Removal and Disposal	LSUM	\$ 7.05	\$ 5,710.50
2	Carpet Materials	LSUM	\$ 32yd/40yd/2.98sf	\$ 29,647.50
3	Miscelaneous Materials	LSUM	\$	\$ 3,007.21
4	Carpet Installation - Labor	LSUM	\$	\$ 17,479.44
5	Bonds and Permits	LSUM	\$ 2,600.00	\$ 2,600.00
6	Mobilization - Profit/Overhead	LSUM	\$	\$ 14,477.58
*	Furniture moving	LSUM	\$ 12,240.00	\$ 12,240.00
			<b>PROJECT TOTAL</b>	<b>\$ 85,162.23</b>

Decima  
Base

Base Bid: To include all the areas listed below:

First floor and Second floor main walkways - Essence carpet tile with Blossom carpet tile accents

Entrance areas - inset with walk off carpet tile

Staircase - Essence broadloom carpet

Council Chambers - Blossom carpet tile with Essence broadloom carpet on the council platform

Mayor's office - Rooted carpet tile

Mayor's restroom - Timber Grove LVP

Administrator's office and hallway - Essence carpet tile

Admin./Mayor's Assistant office and hallway beyond - Blossom carpet tile

Accounting office - Essence Carpet Tile

City of Southgate Base Bid Areas Only  
City Hall Carpet Replacement 2024

Line Number	Description	Unit	Unit Price in Figures	Line Total
1	Existing Carpet Removal and Disposal	LSUM	\$ 1,885.00	\$ 1,885.00
2	Carpet Materials	LSUM	\$ 44,129.00	\$ 44,129.00
3	Miscellaneous Materials	LSUM	\$ 1,522.00	\$ 1,522.00
4	Carpet Installation - Labor	LSUM	\$ 7,250.00	\$ 7,250.00
5	Bonds and Permits	LSUM	\$ 786.00	\$ 786.00
6	Mobilization - Profit/Overhead	LSUM	\$ 4,255.00	\$ 4,255.00
*	Furniture moving	LSUM	\$ 2,000.00	\$ 2,000.00
			<b>PROJECT TOTAL</b>	<b>\$ 61,827.00</b>

Decima  
Add

Additional Areas: Budget Dependent

Treasurer's department with two offices - Blossom carpet tile

Clerk's department and office - Rooted carpet tile

Commission Caucus, hall, and Caucus Room - Essence carpet tile

Back hallways - Essence Broadloom with insets of walk off carpet tile at exterior doors.

Building Department, Plan Room, Code Enforcement, and Chief Inspector's office - Essence carpet tile.

Second floor back hallways - Essence Broadloom

Staff Lounge - Essence carpet tile

Finance department - Essence carpet tile

CDBG office - Essence carpet tile

City of Southgate Additional Bid Areas Only  
City Hall Carpet Replacement 2024

Line Number	Description	Unit	Unit Price in Figures	Line Total
1	Existing Carpet Removal and Disposal	LSUM	\$ 1,929.00	\$ 1,929.00
2	Carpet Materials	LSUM	\$ 43,076.00	\$ 43,076.00
3	Miscellaneous Materials	LSUM	\$ 1,573.00	\$ 1,573.00
4	Carpet Installation - Labor	LSUM	\$ 7,421.00	\$ 7,421.00
5	Bonds and Permits	LSUM	\$ 774.00	\$ 774.00
6	Mobilization - Profit/Overhead	LSUM	\$ 4,191.00	\$ 4,191.00
*	Furniture moving	LSUM	\$ 2,000.00	\$ 2,000.00
			<b>PROJECT TOTAL</b>	<b>\$ 60,964.00</b>

Pasadena

Additional Areas: Budget Dependent

Treasurer's department with two offices - Blossom carpet tile

Clerk's department and office - Rooted carpet tile

Commission Caucus, hall, and Caucus Room - Essence carpet tile

Back hallways - Essence Broadloom with insets of walk off carpet tile at exterior doors.

Building Department, Plan Room, Code Enforcement, and Chief Inspector's office - Essence carpet tile.

Second floor back hallways - Essence Broadloom

Staff Lounge - Essence carpet tile

Finance department - Essence carpet tile

CDBG office - Essence carpet tile

City of Southgate Additional Bid Areas Only  
City Hall Carpet Replacement 2024

Line Number	Description	Unit	Unit Price in Figures	Line Total
1	Existing Carpet Removal and Disposal	LSUM	\$	\$
2	Carpet Materials	LSUM	\$	\$ 103,254.80
3	Miscellaneous Materials	LSUM	\$	\$
4	Carpet Installation - Labor	LSUM	\$	\$ 61,149.00
5	Bonds and Permits	LSUM	\$	\$
6	Mobilization - Profit/Overhead	LSUM	\$	\$
*	Furniture moving	LSUM	\$	\$ 38,189.25
			<b>PROJECT TOTAL</b>	<b>\$ 202,593.05</b>

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



- CITY COUNCIL -

ZOEY KUSPA  
*Council President*

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

ED GAWLIK JR.

## City of Southgate

### Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator *DM*

Date: March 14, 2024

Re: Public Hearing for the Community Development Block Grant Disaster Recovery (CDBG-DR) Program

---

The Administration is pursuing funding from the CDBG-DR Program through the Michigan Economic Development Corporation (MEDC). At the March 6, 2024 Council Meeting Council approved a Public Hearing to take place at the March 20<sup>th</sup> Council meeting to hear public comment on the application. The City's CDBG-DR application is available in print at the Clerk's office and was attached in the Agenda Packet Email.

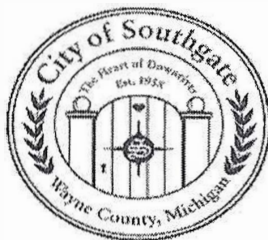
Through this grant request, the City is seeking \$1,610,706 of funding for sanitary sewer lining in the area bounded by Fort Street to the North, Howard to the South, Backus to the West, and Mercier to the East. The sewers in this area are nearly 80 years old and the lining process will dramatically increase the lifespan of the sanitary lines with minimal disruption to residents.

If you have any questions please contact me.

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 CAWLICK JR.

### Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator *DM*

Date: March 14, 2024

Re: Authorization to Apply for the Community Development Block Grant Disaster Recovery (CDBG-DR) Program

---

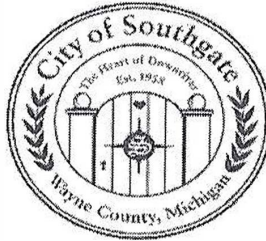
The Administration requests a resolution authorizing the City to apply for the Community Development Block Grant Disaster Recovery Program and to list the City Administrator as the person authorized to submit reimbursement requests to the State.

If you have any questions please contact me.

JOSEPH G. KUSPA  
Mayor

JANICE M. FERENCZ  
City Clerk

CHRISTOPHER P. ROLLET  
Treasurer



- CITY COUNCIL -

ZOEY KUSPA  
Council President

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GREG KOWALSKY

ED CAWLICK JR.

## City of Southgate

### Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator

Date: March 14, 2024

Re: Special Assessment District Process for Echo Park Subdivision

---

The Administration is requesting that City Council pass a resolution to begin the process of establishing a Special Assessment District for the 34 homes in the Echo Park Subdivision. The residents of the Echo Park Subdivision are responsible to maintain the storm water management system (SWMS) which includes a detention basin at the corner of Cameron and Superior. The maintenance of the SWMS and other common spaces were previously the responsibility of the HOA established by the developer, David Gans. In December of 2020, David Gans discontinued the HOA.

The detention basin has become overgrown and needs to be maintained. The City has contacted all the residents urging them to reestablish the HOA and to take control of the maintenance of the SWMS. Should the residents not take control of the SWMS through an HOA the City will be required to maintain the property as a City asset. In order to fund the maintenance a Special Assessment District would need to be established.

Residents of Echo Park have received a certified letter stating the need to form an HOA. Additionally, residents were invited to the Library to meet and discuss the situation. I, along with the City Finance Director, attended the meeting. The residents were notified in the initial certified mailing, and again at the in person meeting that failure to establish an HOA would require the City to pursue establishing a Special Assessment District.

Per Article 8 section 145 of the City Charter, the first step in establishing a Special Assessment District is for City Council to pass a resolution to "refer the matter to the City Engineer who shall prepare or cause to be prepared plans showing the improvement and the location thereof, and an estimate of the cost thereof." Once received, the results will be placed on a subsequent agenda.

The Administration is requesting this process begin now to allow time for each step of the process to be completed before the summer tax rolls are established in June. At any point that an HOA is established prior to the tax rolls being completed, the Administration would seek to terminate the Special Assessment District.

If you have any questions please contact me.

**Proposed Motion:** *To have the City Engineers prepare plans and a cost estimate for the maintenance of the of the Echo Park Storm Water Management System and other common areas.*

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.

March 15, 2024

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Payment of Invoice for Schoolcraft College

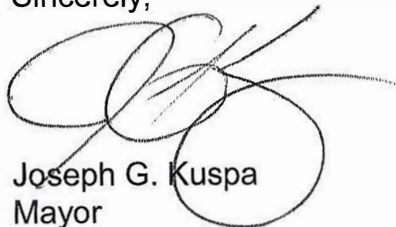
Ladies and Gentlemen:

I have reviewed the above and concur with the Director of Public Safety's recommendation to authorize payment to Schoolcraft College for police academy tuition in the amount of \$6,714.00 for applicant Juan Pablo Gomez Llanos. Reimbursement was previously approved at the City Council meeting of October 10, 2023 with the acceptance of the Michigan State Police grant.

Funds for this expenditure are available in the General 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: March 15, 2024

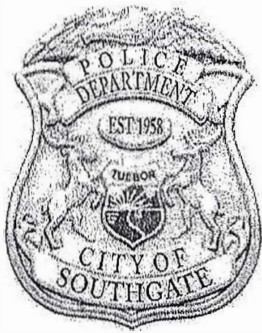
RE: Recommendation to Authorize Payment of Police Academy Tuition

I have reviewed the above with the Director of Public Safety and concur with his recommendation to authorize payment to Schoolcraft College for police academy tuition in the amount of \$6,714.00 for applicant Juan Pablo Gomez Llanos. The City of Southgate previously accepted a grant from the Michigan State Police at the October 10, 2023 city council meeting for reimbursement of police academy tuition as well as wages paid for the applicant to attend the academy. Reimbursement has been approved for this tuition payment.

Funds are available in the General Fund for this expenditure.

#### **Proposed Motion**

Authorize payment to Schoolcraft College for police academy tuition for Cadet Juan Pablo Gomez Llanos in the amount of \$6,714.00, in accordance with the 2022 Michigan Public Safety Academy Assistance Grant Program.



## SOUTHGATE POLICE DEPARTMENT MEMO

To: Honorable Mayor Joseph G. Kuspa

From: Joseph Marsh, Director of Public Safety

Re: **Request for Payment of Invoice for Schoolcraft College**

Date: March 11<sup>th</sup>, 2024

Dear Mayor,

The Police Department is participating in the PA 166 of 2022 Michigan Public Safety Academy Assistance Grant Program through the State of Michigan. This grant program is designed to help police departments recruit and retain police officers by sponsoring applicants through a local police academy. A police department in the State of Michigan that sponsors a police applicant through the academy under this grant program is eligible to receive up to \$24,000 per recruit for academy costs and for salaries while attending an academy.

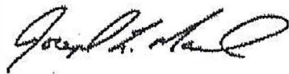
This winter, we were able to identify one police applicant Juan Pablo Gomez Llanos whom we sponsored into the January/2024 police academy at Schoolcraft College. After successfully completing the police department hiring process Cadet Gomez Llanos was enrolled in the January/2024 police academy session. Once enrolled, we completed and submitted the necessary Police Academy Grant Program paperwork and submitted to the Michigan State Police.

Cadet Gomez Llanos has now completed two months of training in the police academy. On March 8<sup>th</sup>, 2024, Schoolcraft College sent us an invoice for the academy training costs for Cadet Gomez Llanos. The total invoice amount is \$6,714.00. Further, we have received notification from the Michigan State Police that our request for grant funding has been approved for Cadet Gomez Llanos and we received \$24,000 for this police academy training.

We will be required to submit payment for the invoice to Schoolcraft College which is located at 18600 Haggerty Road, Livonia, Michigan 48152, in the amount of \$6,714.00.

I am requesting approval to make payment to Schoolcraft College in full for the cost of the police academy training for Cadet Gomez Llanos. With your concurrence, I respectfully request this item be placed on the City Council's agenda for the meeting scheduled on March 20<sup>th</sup>, 2024 for purposes of payment approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph L. Marsh". The signature is fluid and cursive, with a large, stylized "M" at the end.

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

Schoolcraft College  
18600 HAGGERTY ROAD  
Livonia, MI 48152

Sponsor: 0925164  
Sponsorship: 3813  
AR Type: 3317  
Start & End: 01/08/24 to 04/29/24  
Term: 2024/01

Page: 1  
Contract: 2024/01 PACAD  
Bill No: 0000004146  
Amount Due: 6,714.00

Bill to: SOUTHGATE PD (PACAD)  
14710 Reaume Pkwy  
Southgate, MI 48195

Printed: 03/08/2024

Detail by Student

Student: 0933274 Gomez Llanos, Juan Pablo  
SSN: ###-##-3495 Ref No:

Student Total: 6,714.00

Section	Section Title	Credits	Term	Start	End	Status
CJ-287-04	Police Academy	21.00	2024/01	01/22/24	05/16/24	New

Charge Description	Net Charges
FBLM Learning Manage Fee	12.00
FIEF Instructional Equipment Fee	231.00
FINF Infrastructure Fee	189.00
FLAB Laboratory Fee	1,435.00
FREG Registration Fee	44.00
FSVC Service Fee	189.00
FXCF Excess Contact Hour Fee	540.00
TN Non-Resident Tuition	4,074.00
Student Total	6,714.00

Payment Due 6,714.00

Please include sponsor and ship number with payment.

Questions? Call Student Accounts at 734-462-4586 or  
email studentaccounts@schoolcraft.edu

Payments can be made free of charge by calling our  
Cashiers office at 734-462-4449.



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
MICHIGAN COMMISSION ON LAW ENFORCEMENT STANDARDS  
LANSING

TIMOTHY BOURGEOIS  
EXECUTIVE DIRECTOR

December 7, 2023

Director Joseph Marsh  
Southgate Police Department  
14710 Reaume Pkwy.  
Southgate, MI 48195

Re: MCOLES Public Safety Academy Assistance Program

Dear Director Marsh,

This letter is to advise you that the Michigan Commission on Law Enforcement Standards (MCOLES) has completed a review of the application for Recruit Juan Llanos for the MCOLES Public Safety Academy Assistance Program. We have determined that this employed recruit meets the criteria to qualify for the program. The following payment to the agency has been initiated:

<u>Recruit Name</u>	<u>Agency Stipend for Salary/Wages</u>	<u>Additional Allowable Expenses</u>	<u>Total Tuition</u>	<u>TOTAL Approved Payment</u>	<u>Document #</u>
Juan Llanos	\$19,973.85	\$0.00	\$6,713.00	\$24,000.00	GAX 24*25015

This payment is for the agency stipend for the employed recruit's salary, any additional allowable expenses included in the application, academy tuition, and \$75 for the licensing exam fee, up to \$24,000, as allowed through the program. If the recruit withdraws from the academy session or resigns from the agency prior to expending the full \$24,000.00, the balance shall be returned to MCOLES and applied back to the scholarship fund.

Following this application approval by MCOLES, the basic law enforcement training program will invoice your agency directly for the eligible expenses related to the recruit's academy session.

Please note that agencies would not also receive Training to Locals (TTL) reimbursements for employed recruits funded through this program.

Sheriff Gregory Zyburt, Chair • Director Kimberly Koster, Vice-Chair • Lt. Col. Michael Krumm representing Colonel James Grady • Tpr. Nate Johnson  
Deputy Matthew Hartig • Mr. Michael Wendling • Mr. David Tanay representing Attorney General Dana Nessel • Officer Linda Broden  
Mr. Arthur Weiss • Assistant Chief David Levalley representing Chief James E. White • Ms. Chianté Lymon • Dr. Lisa R. Jackson • Lt. Michael Hawkins  
Mr. Kenneth Grabowski • Mr. Michael Sauger • Sheriff Matthew Saxton • Mr. James Stachowski • Deputy Director Ronald Wiles • Chief Issa Shahin  
Pastor Tellis J. Chapman • Pastor Jeffery A. Hawkins • Sheriff Anthony Wickersham • Mr. Anthony D. Lewis representing Mr. John E. Johnson

927 Centennial Way  
Lansing, MI 48913  
[www.michigan.gov/mcoles](http://www.michigan.gov/mcoles)  
517-636-7864

If you have any questions, please contact MCOLES at [MSP-MCOLES-Grants@michigan.gov](mailto:MSP-MCOLES-Grants@michigan.gov).

Sincerely,



Digitally signed by Cristina Dowker  
Date: 2023.12.07 11:38:06 -05'00'

Cristina Dowker  
Grants and Contracts Manager



11-2002

**Public Safety Academy Assistance Program  
Application for Employed Recruits**

The Public Safety Academy Assistance program provides for scholarships for employed recruits of local law enforcement agencies to attend a basic training academy. For a recruit to be eligible for the scholarship the agency must have completed all licensing screening standards and hired the individual as an employed recruit. Agencies are eligible for up to \$4,000.00 per recruit for salaries and benefits while attending an academy, and \$20,000.00 per recruit for academy costs.

Please review the program guidelines on the following pages before completing this application. Sections I and II must be completed by the agency and forwarded to the intended academy with a copy of the Candidate New Hire documentation for completion of Section III no later than 10 days prior to the start of the academy session. Once the academy has completed section III the academy should forward the application and a copy of the Candidate New Hire documentation to MCOLES at:

927 Centennial Way  
Lansing, MI 48913

or via email to:  
[MSP-MCOLES-Grants@michigan.gov](mailto:MSP-MCOLES-Grants@michigan.gov)

**Section I - Agency Information To be completed by the agency.**

Agency Name: Southgate Police Department	
Agency Contact Person: Joseph Marsh	Contact Person Title: Director of Public Safety
Contact Email: jmarsh@southgatemi.gov	Contact Phone Number: 734-258-3046

**Section II - Recruit Information To be completed by the agency.**

Recruit Name: Juan Pable Gomez Llanos	SSN (Last 4 digits only): 3495
Recruit Pay Rate: \$ 18.00	Total Wages & Benefits During Academy Session: \$ 19,973.85
Additional Recruit Allowable Expenses:	Refer to the guidelines for additional allowable expenses, and submit a detailed invoice to MCOLES with this application.

I certify that the above information is correct and the recruit will not be required or allowed to repay the agency for costs related to attendance at the academy.

Agency Head Signature: 	Date: 11/08/2023
----------------------------	---------------------

**\*\* Attach a copy of the Candidate New Hire Report \*\***

AUTHORITY:	2022 PA 166
COMPLIANCE:	Voluntary
PENALTY:	No Agency Funding/ No Academy Funding

**Section III -- Academy Information To be completed by the academy.**


Academy Name: Wayne County Regional Police Academy	
Academy Contact Person: Fred Stanton	Contact Person Title: Director
Contact Email Address: Fstanton@schoolcraft.edu	Contact Phone Number: 734-462-4303
Academy Session Recruit will be Enrolled in: Session #77	

Eligible Academy Costs (See the grant guidelines on the following pages):

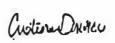


If expense categories are not broken out in the below categories they may be combined into the best fit. Do not include expenses or supplies otherwise paid for or provided by the employing agency.

Expense	Cost
Academy tuition and fees	\$6713.00
Academy supplies (e.g. ammunition, first aid, or other expendables)	
Individual recruit equipment required for training (non-duty equipment)	
Academy-required uniforms	
<b>Total</b>	<b>\$6713.00</b>

I certify that the above information is correct and the recruit will not be required to repay costs related to attendance at the academy.

Academy Director Signature: 	Date:
--	-------

**Section IV -- MCOLES Approval To be completed by MCOLES.**

MCOLES Reviewer Signature: 	Digitally signed by Cristina Dowker Date: 2023.11.28 11:29:31 -05'00'	Date:
MCOLES Supervisor Signature: 	Digitally signed by David Lee Date: 2023.11.29 08:41:05 -05'00'	Date:
MCOLES Executive Director Signature: 	Digitally signed by Timothy S. Bourgeois Date: 2023.12.04 16:16:47 -05'00'	Date:
Award Status: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	Agency Payment Document #:	Academy Payment Document #:

Michigan Commission On Law Enforcement Standards  
MCOLES Information and Tracking Network  
Candidate New Hire Report

11/27/2023  
10:48 AM

Name: JUAN PABLO GOMEZ LLANOS  
Social Security Number: XXX-XX-3495  
Employing Agency: SOUTHGATE POLICE DEPARTMENT

Hire Date: 11/27/2023

- Yes I have requested and received from all previous employing law enforcement agencies the circumstances surrounding this individual's separation from employment, as required under PA 128 of 2017, and accept the findings.
- Yes I certify that this individual is employed and paid minimum wage (as defined by the Fair Labor Standards Act of 1938, as amended, 29 USC 206) by the agency as of the Hire Date listed above.
- Yes I certify that the agency will pay the enrollment cost for the recruit to the academy, and that no prepayment or repayment by the recruit for any costs related to attendance at the academy will be accepted.
- Yes I have conducted the necessary standards compliance screening and have made conditional offer of employment to this individual pending commission approval.
- Yes I have verified that the individual is free from disqualifying offenses pursuant to MCL 28.609(12), including expunged or set aside convictions:

(a) The individual obtained the license by making a materially false oral or written statement or committing fraud in an affidavit, disclosure, or application to a law enforcement training academy, the commission, or a law enforcement agency at any stage of recruitment, selection, appointment, enrollment, training, or licensure application.

(b) The individual obtained the license because another individual made a materially false oral or written statement or committed fraud in an affidavit, disclosure, or application to a law enforcement training academy, the commission, or a law enforcement agency at any stage of recruitment, selection, appointment, enrollment, training, or licensure application.

(c) The individual has been subjected to an adjudication of guilt for a violation or attempted violation of a penal law of this state or another jurisdiction that is punishable by imprisonment for more than 1 year.

(d) The individual has been subjected to an adjudication or guilt for violation or attempted violation of 1 or more of the following penal laws of this state or laws of another jurisdiction substantially corresponding to the penal laws of this state:

[OW/OIUD Second Offense]

(1) Section 625(1) or (8) of the Michigan vehicle code, 1949 GPA 300, MCL 257.625, if the individual has a prior conviction, as that term is defined in section 625(25)(b) of the Michigan vehicle code, 1949 PA 300, MCL 257.625, that occurred within 7 years of the adjudication as described in section 625(9)(b) of the Michigan vehicle code, 1949 PA 300, MCL 257.625.



Michigan Commission On Law Enforcement Standards  
MCOLES Information and Tracking Network  
Candidate New Hire Report

11/27/2023  
10:48 AM

Name: JUAN PABLO GOMEZ LLANOS  
Social Security Number: XXX-XX-3495  
Employing Agency: SOUTHGATE POLICE DEPARTMENT

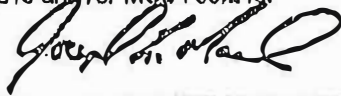
[Certain Controlled Substance Violations]

(II) Sections 7403(2)(c) and 7404(2)(a), (b) or (c) of the public health code, 1978 PA 368, MCL 333.7403 and 333.7404.

[Domestic Violence, 2nd Offense, Aggravated Assault, Aggravated Domestic Violence and Stalking]

(III) Sections 81(4) and 81a or a misdemeanor violation of section 411h of the Michigan penal code, 1931 PA 328, MCL 750.81, 750.81a, and 750.411h.

I recognize that any misrepresentation on my part constitutes fraud and is punishable as a felony under Section MCL 750.218 and/or MCL 750.248.



Signature of Agency Head

11-27-23

Date

Joseph Marsh - Director of Public Safety

Print Name and Title

AUTHORITY: 1965 PA 203, as amended  
COMPLIANCE: Required  
REVISED: January 4, 2021



JOSEPH G. KUSPA  
Mayor

JANICE M. FERENCZ  
City Clerk

CHRISTOPHER P. ROLLET  
Treasurer



- CITY COUNCIL -

ZOEY KUSPA  
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS


GREG KOWALSKY

ED GAWLIK JR.

## City of Southgate

### Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator 

Date: March 13, 2024

Re: Rezoning of 15601 Northline Road from R1-A (Residential) and RO (Restricted Office) to PD (Planned Development)

---

On Monday, March 11, 2024 the Planning Commission held the public hearing for the rezoning of Parcel ID# 53-13-99-001-703, 15601 Northline Road. This site is commonly known as the former Aquinas High School. Included in your packet is the Carlisle Wortman (CWA) analysis and recommendation, the meeting minutes, and the unanimous recommendation of the Planning Commission to rezone the property to PD.

The Administration concurs with the City Planning Consultant and the Planning Commission regarding the rezoning. The Aquinas property has sat vacant for over 20 years with very little interest from developers. The proposed development offers a mix of commercial and residential uses that are consistent with the goals of the City's Master Plan.

The developer has proposed two commercial lots along Northline with potential uses including a restaurant and a gas station. The site of the current school is proposed to be either renovated or demolished and rebuilt for multifamily residential use. Behind the residential use, the developer proposes drive up self-storage. The wooded areas and a portion of the field space are designated as wetlands and development there will not be permitted under the PD. The specific businesses and other final site layout will be finalized during a Site Plan Review by the Planning Commission.

During the public hearing a number of residents voiced concerns regarding the rezoning. The majority of concerns related to issues that will be addressed during the Site Plan Review like drainage, the placement of the retention/detention pond, and lighting concerns. All of those issues will be specifically addressed and will require approval of the Planning Commission before a project could move forward. The City Engineers will also review the site plan to ensure proper drainage/retention/detention standards are being followed.

Residents also voiced concerns over the inclusion of a gas station as a potential use. Those concerns included environmental/future reuse fears and the risk of other gas stations going out of business. Regarding environmental concerns, it should be noted that any development of a gas station would need to meet strict environmental standards to prevent leaks from occurring. While there are other gas stations along Northline, it is a busy I-75 exit and on ramp, and the presence of multiple gas stations in the surrounding area is not unusual.

Finally, residents also expressed concerns about uses not listed on in the rezoning request being permitted at a later time. Unlike other types of zoning, the Planned Development zone allows the City to maintain a greater level of control of what uses are permitted on the site. Uses that are not consistent with the Planned Development can be denied by the City.

The Administration respectfully requests that City Council concur with the City Planning Consultant, and the Planning Commission to rezone the Aquinas property to the described Planned Development. Council's concurrence will ensure that nearly 20 acres of wetland remains undeveloped, give new life to a property that has sat vacant for over 20 years, and bring additional residents and commercial activity to the City.

Please let me know if you have any questions.

***Proposed Motion:***

***To concur with the City Planning Consultant and the Planning Commission and reclassify the parcel at 15601 Northline Road, Parcel ID #53-13-99-001-703, to a PD Planned Development Zone.***

**RETURN TO:**

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

**RECEIVED**

JAN 25 2024

CITY OF SOUTHGATE  
BUILDING DEPARTMENT

Form No. 01

Case No. PC002-2024

Date Received 1-25-2024

**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>Shimsha, LLC</u>	Name _____
Address <u>30407 West Thirteen Mile Road</u>	Address _____
<u>Farmington Hills, Michigan 48334</u>	
(City) (State) (Zip)	(City) (State) (Zip)
Telephone <u>248-538-7500</u>	Telephone _____

**Information regarding the site:**Street Address: 15601 Northline RoadMajor Cross Streets: Northline and DevooParcel / Lot No.: 53-13-99-001-703Acreage: 38.14 Dimensions of Parcel / Lot: Varies Frontage: 521' +/-Current Zoning (please circle): RE R-1 **(R-1A)** R-1B RM **(RO)** C-1 C-2 C-3 M-1 MH PD P-1Current Use: Vacant School**Requested action:**☒ Rezoning (PUD)

Requested District: \_\_\_\_\_

☐ Conditional Use Approval

Requested Use: \_\_\_\_\_

☐ 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.)

See Attached

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 TBD  
(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: Baell

Date: 1/22/2024

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 JB

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

**OFFICE USE:**

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

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

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

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

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

**15601 Northline Road (13-99-0001-0703)**

Per Section 1288.03 of the City of Southgate's Zoning Ordinance a Preliminary Planned Unit Development (PUD) application submittal shall include:

- (1) A mapped property area survey of the exact area being requested for rezoning;

A topographic and boundary survey of the subject parcel has been completed and is included in the submittal documents. The subject parcel contains approximately 38.14 acres.

- (2) A proof of ownership of the land or an option to purchase land being requested for rezoning, with notarized documentation from the landowner approving of the rezoning request;

The subject parcel is currently owned by the Archdiocese of Detroit. A letter of authorization from the current landowner has been included in the submittal documents.

- (3) A written report containing an assessment of the impact that the rezoning and accompanying development will have on the site. The report shall consist of at least the following:

- A. The general character and substance; the proposed

The proposed project will consist of the redevelopment of the currently vacant 2 story educational facility into an apartment community. The undeveloped land fronting Northline Road is proposed for commercial uses such as quick service restaurant, gas and retail buildings. The southerly section of the existing educational building is proposed to be disconnected for the existing building to allow for this part of the existing building to be a standalone structure. This building is proposed to be for lease space for business uses. The land located to the south of the site is proposed for drive up self-storage.

- B. Objectives and purposes to be served;

The purpose of this project is to redevelop the vacant property into a mixed-use development provided housing and retail opportunities.

- C. Compliance with all applicable City ordinances, regulations, and standards;

The project is to be developed in compliance with the applicable zoning ordinances. The subject parcel is currently zoning Office and Multi-family. The PUD proposes to "rezone" the subject parcel to C-2 and RM.

- D. Scale and scope of development proposed;

The proposed development proposes the development of 90 apartment units, gas station with retail, quick service restaurant, office use and self-storage.

- E. Development schedules;

If approval allows, the project schedule is to start in the fall of 2024.

- F. Compliance with the adopted Master Plan and any other applicable plan of the City;

The current City of Southgate Master Plan (2011) designates the subject property for public and semi-public uses. Due to the historical use of the subject property as an educational facility, it is assumed that the potential redevelopment of the subject parcel for a mixed-use development was not a consideration when the masterplan was updated. The proposed development is consistent with existing uses adjacent to the subject parcel.

- G. A statement that the applicant is aware of the general soil conditions of the site and of the surrounding area;

The existing soil conditions are generally heavy clay soil types.

- H. A statement as to the general vegetation characteristics of the site, in terms of type, coverage and quality. A detailed survey of these conditions is not required, but an outline of the tree coverage shall be provided on the site plan. The statement may be prepared, and the tree outline drawn, from information taken from recent aerial photographs and field observations;

The existing topography of the site is flat. The south portion of the site is comprised of dense trees.

- I. A statement explaining in detail the full intent of the applicant, indicating the specifics of the type of development proposed for the site and if the proposed development will have a residential or a nonresidential orientation;

The proposed project will consist of the redevelopment of the currently vacant 2 story educational facility into an apartment community. The undeveloped land fronting Northline Road is proposed for commercial uses such as quick service restaurant, gas and retail buildings. The southerly section of the existing educational building is proposed to be disconnected for the existing building to allow for this part of the existing building to be a standalone structure. This building is proposed to be for lease space for business uses. The land located to the south of the site is proposed for drive up self-storage.

- J. A statement as to how the intended use of the property would affect the nature of the land on which it is to be located, and the effect that the district requested and its intended land use development will have on adjacent properties, particularly with respect to drainage patterns; and

The intended use of the property would affect the nature of the land in a positive manner. The current site does not have on-site storm water management to handle the drainage from this development. As a part of the development of the property a storm water management system will be installed.

- K. A statement as to the potential social and economic impact the rezoning and proposed land use will have on the area in terms of the number of people who could be expected to live or work on the site; the number of school age children, if applicable, that can be expected; the need for public facilities, such as parks, schools, utilities, roads and public safety; the anticipated potential floor space to be used for shopping or working areas; the market potential for the proposed uses; and the potential vehicular traffic generation of the use and its impact on the existing road network with respect to traffic flow, current road conditions and road capacities.

The proposed development will provide for new residential housing options. The new retail development will provide additional employment and retail options for the community. The

**development will not have a negative impacts schools or public safety.**

- {4) A preliminary site plan of the entire area in question, carried out in such detail as to comply with the site plan review requirements set forth in Section 1298.07. In addition to these requirements, the site plan shall contain a detailed statement with respect to each of the following:**

- A. A statement with respect to the general topography of the site as well as the adjoining lands surrounding the site, including any significant natural or man-made features;**

**The existing topographic of the subject site is flat and similar to the adjacent properties. The only man-made features are the existing building and parking area located on site.**

- B. A statement concerning the relationship of one building to another, both on-site and in the surrounding area, relative to entrances, service areas and mechanical appurtenances;**

**The mixed used development has been designed to a cohesive development providing joint access to all parts of the development. The services area and mechanical systems will be situated in a manner not to conflict with each part of the development.**

- C. A statement concerning general rooftop appearances, particularly those rooftops which will lie below finished street grades or as may be viewed from the windows of higher adjacent existing or proposed buildings;**

**There are rooftops to be located below existing road grade. The proposed and existing roof are proposed to be flat.**

- D. A statement relative to the extent and general makeup of landscaping, off-street parking areas and adjoining service drives on surrounding lands;**

**The proposed landscaping of the site will be in accordance with the City of Southgate's Zoning Ordinance Requirements. As necessary, screening will be provided.**

- E. A statement as to the general layout of the site conforming to any street, road or other public conveyance, and public utility layouts,**

including drainage courses, that are any part of a previously approved plat or plan;

Refer to above statements.

- F. A statement as to the general architecture of the proposed building, including overall design and types of façade materials to be used and how the proposed architectural design and facade materials will be complimentary to existing or proposed uses within the site and on surrounding lands;

The primary shape, size and form of the existing Brick, stone, and glass wrapped School building(s) will be preserved. The apartment mix is comprised of studios, one- and two-bedroom units, for a total of 91 apartments. They are on average 800 square feet, one bed, 1,000 two bed, and 560 studio apartments. They are not efficiency or temporary units but intended to be long term units with the amenities and support necessary for a long term stay: open outdoor space, common area gathering space, laundry, inhouse storage, etc. This facility is intended to serve the general population, not earmarked for any specific grouping. A fair market rate is anticipated, with superior amenities is the goal, to attract and keep the Community in place.

The gym and adjacent office space are now being discussed as an activity center for uses such as pickle ball courts, and other sports that can use, rent, and utilize the facility which is in wonderful shape. A third party User / Operator is being discussed.

The adjacent Uses are apartments, to the North and single family homes to the South, so the suggested apartments are very well suited for the location. The proposed Commercial Uses on Northline are a gas and convenience store with a food vendor, and a free-standing sit-down restaurant, serving the greater population as well as this specific Community. Deeper into the vast 16 acre lot is envisioned a low profile, one story, storage complex, intended to serve not only this group of tenants but the tenants in all the adjacent apartments, for rarely is there available storage on site to accommodate the storage needs for tenants.

- G. A clear designation on each building depicted on the site plan as to its specific use, i.e. residential, retail, commercial, service commercial, office, etc. In those instances where the actual

occupant of the use is known, the name of the proposed occupant shall be included; and

**Refer to Concept Plan**

- H. A definitive project phasing plan showing the boundaries of each phase and estimated timing schedule by phase to completion in accordance with Section 1288.04(b).

**Refer to Concept Plan**

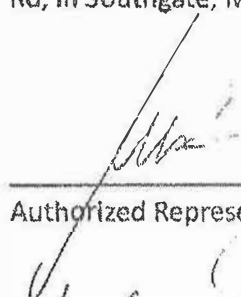
- (5) A written analysis which demonstrates that the applicant has the financial capacity to complete the project.

The applicant has completed many prominent development in the metropolitan Detroit Area and has the financial capacity to complete the project.

Authorization Letter

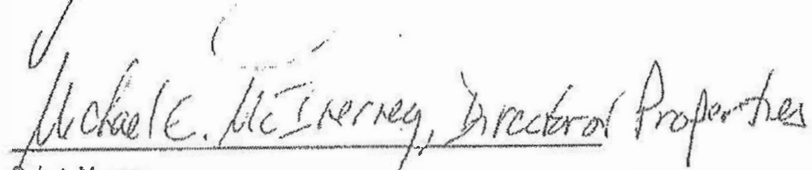
RE: Aquinas Center Project (38.14 acres 15601 Northline Rd. Southgate, Michigan)

This letter will serve as acknowledgement and permission for Shimsha LLC, to proceed with approval for rezoning to PD-Planned Development for a mixed-use project on 15601 Northline Rd, in Southgate, Michigan.

  
\_\_\_\_\_  
Authorized Representative Signature

\_\_\_\_\_  
Date

1/22/24

  
\_\_\_\_\_  
Print Name

On Behalf of Archdiocese of Detroit.





## MACALL DEVELOPMENT

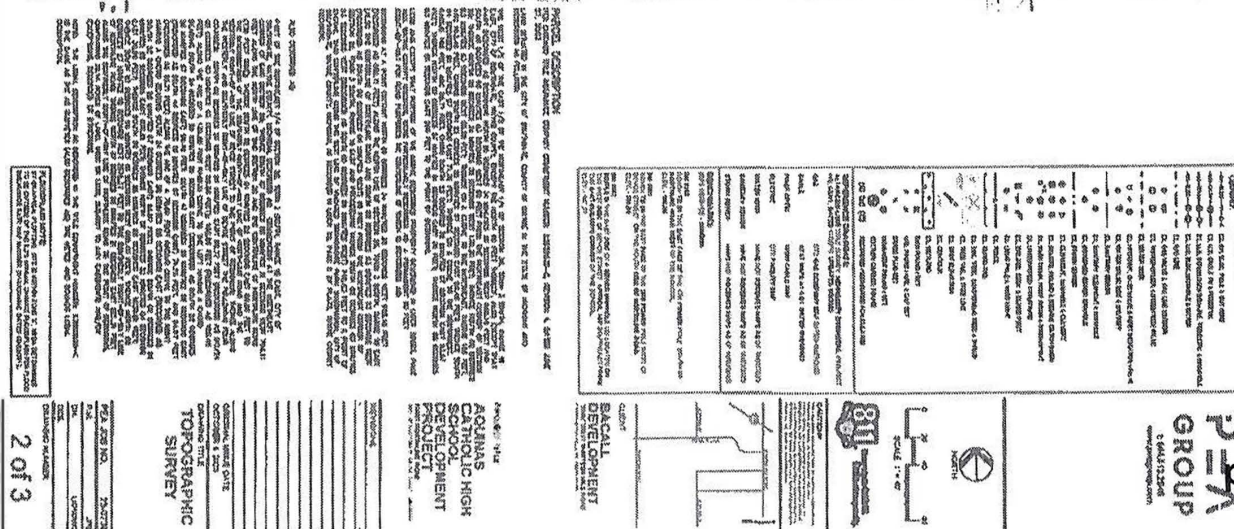
ALDRENS  
CATHOLIC HIGH  
SCHOOL  
DEVELOPMENT  
PROJECT

TOPOGRA<sup>PHIC</sup>  
SURVEY

303

303







**Carlisle | Wortman**  
ASSOCIATES, INC.

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

Date: March 6, 2024

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

**Applicant:** Shimsha, LLC

**Property Address:** 15601 Northline Road

**Property I.D. #:** 53-13-99-001-703

**Current Zoning:** R-1A, One Family Residential / RO-1 Restricted Office

**Requested Zoning:** PD, Planned Development

**Action Requested:** Rezoning Request to:  
PD, Planned Development

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

**DESCRIPTION**

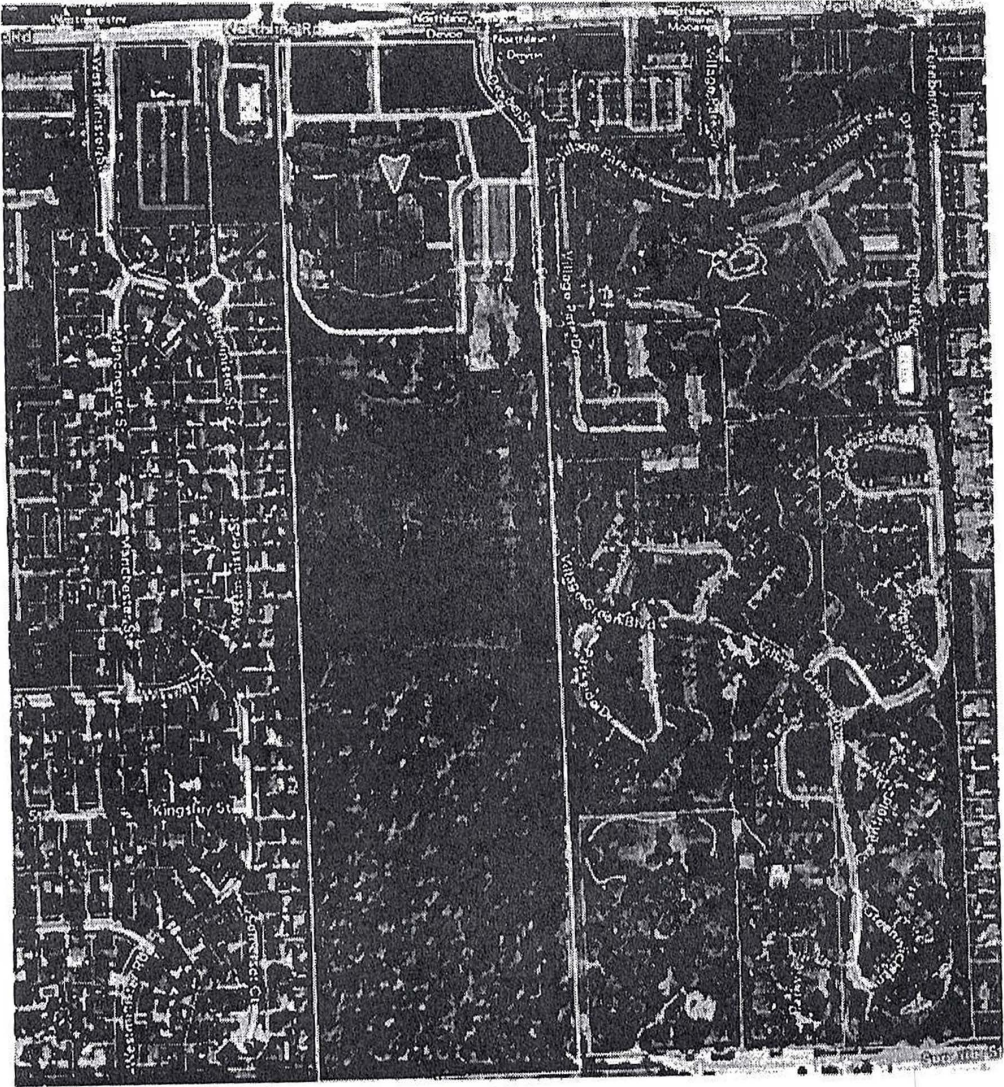
The applicant requests to rezone the parcel located at 15601 Northline Road from R-1A, One Family Residential/RO-1 Restricted Office (the current parcel is split zoned) to PD, Planned Development with uses associated with C-2, General Business and RM, Multiple Family designations. The former high school is approximately 37.86 acres in size, with an existing 2-story educational center (Aquinas Center) which has been vacant for some time. The rezoning is requested to allow for a new apartment community along with commercial uses. The undeveloped land located along Northline is proposed to accommodate new commercial uses such as a quick service restaurant, gas station, and retail buildings. The southern portion of the existing educational center is proposed to be split from the existing structure in order to accommodate business uses. The land south of the site is proposed to be used for drive up self-storage. The proposed planned development will make use of a vacant building while also providing the opportunity for additional housing options, as well as additional retail and commercial to be introduced to the benefit of the City and its residents.

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*

**PROPERTY BACKGROUND**

The applicant requests to amend the R-1A/RO-1 zoned parcel of approximately 37.86 acres (1,649,528 S.F.) to allow for additional multi-family housing with commercial and retail uses, which is a substantial change from the former use.

Subject Site	
Approximate Site Area	37.86 Acres
Current Use	Vacant Educational Center
Master Plan Recommended Use	Public and Semi-Public



Source: Nearmap, Aerial photo date September 3, 2023

## ADJACENT PROPERTIES

The existing zoning along Northline Road is a mixture of C-1, C-2, and RO-1. Adjacent zoning and land uses to the subject property is listed below:

Adjacent Properties		
	Existing Use	Zoning
North	Commercial	C-2, General Business RO-1, Restricted Office
South	Golf Course	R-1A, One Family Residential
East	Commercial, Multi-Family Housing	RM, Multiple Family Residential RO-1, Restricted Office
West	Commercial, Single Family Housing	R-1A, One Family Residential RO-1, Restricted Office

## MASTER PLAN RECOMMENDATION

The future land use plan of the Southgate Master Plan has designated the subject property for Public and Semi-Public. This land use category focuses on "all developed or undeveloped lands owned by previous governmental, public, and semi-public agencies or institutions such as schools and municipal services."

As reported in the Master Plan, "The goal of the future land use plan, with respect to housing, is to promote a diversity of lot sizes, housing types and housing prices." The Master Plan also states in its goals and objectives, "Encourage development of a diverse new housing stock appropriate for a range of and income levels." Several goals and objectives in the Master Plan also 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 plan and the proposed uses are compatible and in conformance with the Planned Development designation, as well as the general and specific residential and economic development policies of the Master Plan listed below:

- Goal 4 - Maintain the existing commercial base and encourage commercial development that satisfies local market needs and provides a positive contribution to the local tax base.
- Goal 3 - Promote Southgate as a community for life-long living.
  - Encourage development of a diverse new housing stock appropriate for a range of ages (individuals, young and growing families, empty nesters), and income levels.

## REZONING FINDINGS

Rezoning from another zoning district to the Planned Development designation are subject to the requirements of section 1288 of the City of Southgate Zoning Ordinance listed below:

- A. The site contains at least ten net acres of contiguous land

*Finding: The subject site meets this requirement.*

- B. The predominant use that is intended to occupy the land occupies at least one-half of the entire net land area of the site

*Finding: The majority of the site is protected wetlands, and we are of the opinion that the predominant use will occupy at least half of the buildable area.*

- C. The specific types of land use proposed are acceptable

*Finding: We are of the opinion that the proposed uses are acceptable and harmonious with the surrounding area.*

- D. The request to rezone is being made with the full intent of developing the land in strict accordance with the requirements of the PD District.

*Finding: The applicant has indicated all requirements and procedures will be followed per district requirements.*

- E. The uses proposed for development in accordance with the submitted site plan are compatible with existing uses on adjacent lands.

*Finding: We are of the opinion that the proposed uses are compatible with existing uses in the area.*

- F. The area being requested for rezoning is either fully served by public utilities and services such as but not limited to streets, police, and fire protection, drainage, water, water and sanitary sewer, refuse disposal, and sidewalks; or will be fully served through the extension of such public utilities and services to the site at the time of development.

*Finding: The proposed development will install appropriate stormwater management utilities during construction and will be served adequately by public services and will not pose a negative threat to such services.*

- G. The preliminary site plan is in compliance with the review criteria set forth in this chapter and this Zoning Code.

*Finding: We are of the opinion that the preliminary site plan along with statements made in the application provide enough information to satisfy zoning requirements in the future.*

- H. The preliminary site plan is consistent with the City's Master Plan.

*Finding: We are of the opinion the preliminary site plan is consistent with the City's Master Plan. Commercial and retail spaces will be located along Northline Road, along with residential housing which adds to the variety of options within the City.*

- I. Each phase of the proposed planned development contains adequate infrastructure, open-space, recreational facilities, landscaping, and any other necessary conditions so that a failure to proceed with subsequent phases of the development will have no adverse impact on the completed phases(s) or surrounding property.

*Finding: Clarification from the applicant will be needed regarding whether the project is intended to be completed in phases.*

- J. The preliminary site plan meets all the requirements of Section 1298.07 for preliminary site plans.

*Finding: The current plan does not meet all the requirements of this section, however we are of the opinion that the presented information is enough to grant approval of the rezoning, with site plan review taking place after.*

- K. The plan satisfies the intent of this section with respect to the use of land and principal and accessory use relationships within the site, as well as with uses on adjacent sites.

*Finding: The plan shows consideration for the interaction between the separate uses, and we are of the opinion that the current layout is adequate.*

- L. All existing or proposed streets, roads, utilities and marginal access service drives, as may be required, are correctly located on the site plan.

*Finding: The proposed development will make use of existing streets and access drives, as well as adding additional parking.*

- M. The plan meets all applicable standards of this Zoning Code and this chapter, relative to building height, bulk, area requirements, dwelling unit density, building setbacks, off-street parking, and preliminary site engineering requirements.

*Finding: The preliminary plan does not currently include calculations for the above information. These requirements can be provided during the initial site plan review process.*

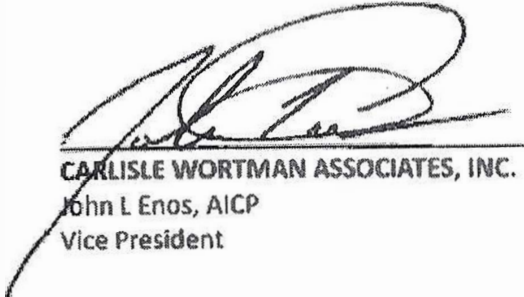
- N. There exists a reasonably harmonious relationship between the placement of buildings on the site and buildings on lands in the surrounding area, and there is functional compatibility between all structures on the site and structures within the surrounding area to ensure proper relationships between topography, building arrangement, and street layout.

*Finding: We are of the opinion that the proposed site layout creates a harmonious relationship between the buildings and uses, as well as the surrounding area.*


## 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 recommend approval to the City Council the proposed rezoning to P●, Planned Development.

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 uses are permitted within the C-2, General Business and RM, Multiple Family Districts in accordance with Sections 1278 and 1272.
3. The proposed rezoning would be consistent and non-disruptive to the surrounding land use pattern along Northline Road.
4. The proposed rezoning meets the general requirements of a rezoning.
5. Future development will require the submittal of detailed site plans.
6. Note the following will be addressed during site plan review:
  - I. Significant screening and buffering of any adjacent single-family homes.
  - II. Robust landscaping throughout the site will be required.
  - III. Building façades and materials will meet ordinance requirements and complement the existing Aquinas center.
  - IV. Limited signage should be installed along Northline Road.
  - V. A lighting plan will be required.
  - VI. Pedestrian access throughout should be provided.
  - VII. The detention basin should be more natural than rectangular and landscaped.



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



CARLISLE WORTMAN ASSOCIATES, INC.  
Joe Pezzotti  
Community Planner

# City of Southgate

## *Planning Commission Meeting*

March 11, 2024

This meeting of the Planning Commission was held in the Municipal Council Chambers, 14400 Dix-Toledo Highway, Southgate, Michigan on Monday, March 11, 2024 and called to order by Chairman James Yoos, at 7:03 p.m.

PRESENT: James Yoos, Leticia Crawford, Mark Nemeth, Eric Codrington, Chad Godbout,  
Jerry Orman

ABSENT: Patricia Anderson, Linda Clark (both excused)

ALSO PRESENT: Plan Consultant John Enos, City Administrator, Dan Marsh, Building  
Inspections Director Tim Leach, City Attorney, Amelia Zelenak, Council Member  
Ayres-Reiss

### Minutes:

**Moved by Crawford, supported by Godbout, that the minutes of the Planning Commission Meeting dated February 12, 2024 be approved. MOTION APPROVED UNANIMOUSLY.**

### Public Hearings:

**A PUBLIC HEARING WAS HELD BY SHIMSHA, LLC, TO REZONE PROPERTY AT 15601 NORTHLINE ROAD FROM R-1A , ONE FAMILY RESIDENTIAL/RO-1 RESTRICTED OFFICE TO PD PLANNED DEVELOPMENT.**

Notices were sent out.

**Moved by Yoos, supported by Orman, to open the Public Hearing.**

Plan Consultant Enos explained the applicant, Mr. Jacob Bacall, is requesting to rezone the property from R-1A-One Family Residential/RO-1 Restricted Office to PD Planned Development, this is a great project for the City and meets the Master Plan, therefore recommending approval to City Council.

A representative for the applicant stated they are requesting a rezoning of property at 15601 Northline Road, proposing the redevelopment of the currently vacant 2 story facility into a mixed-use development providing housing and retail opportunities.

Many residents were present regarding this project with concerns of the proposed concept plans of the project, property values, flooding concerns and the wetlands. Need more development that will attract more people to the City.

**Moved by Codrington, supported by Orman, to close the Public Hearing.**

Discussion was held.

**Moved by Codrington, supported by Orman, to recommend City Council approve the rezoning request by Shimsha, LLC, of property at 15601 Northline Road from R-1A-One Family Residential/RO-1 Restricted Office to PD Planned Development.**

**AYES: Codrington, Nemeth, Crawford, Godbout, Yoos, Orman**

**NAYS: None**

**ABSENT: Anderson, Clark**

**MOTION APPROVED.**

**New Business:**

Mural application 12678 Dix-Toledo Cada's Hair Salon.

**Moved by Nemeth, supported by Orman, to approve a Wall Mural request by Cada's Hair Studio, 12678 Dix-Toledo, Southgate, Michigan.**

**AYES: Codrington, Nemeth, Crawford, Godbout, Yoos, Orman**

**NAYS: None**

**ABSENT: Anderson, Clark**

**MOTION APPROVED.**

**Adjournment:**

**Moved by Codrington, supported by Orman, that this meeting of the Planning Commission be adjourned at 8:00 p.m. MOTION APPROVED UNANIMOUSLY.**

---

James Yoos  
Chairman, Planning Commission  
as

# CITY OF SOUTHGATE

## PLANNING COMMISSION RESOLUTION

At a meeting of the Southgate Planning Commission called to order by James Yoos, on March 11, 2024 at 7:03 p.m. the following resolution was offered:

**Moved by Codrington, supported by Orman, to recommend City Council approve the rezoning request by Shimsha, LLC, of property at 15601 Northline Road from R-1A-One Family Residential/RO-1 Restricted Office to PD Planned Development.**

**AYES:** Codrington, Nemeth, Crawford, Godbout, Yoos, Orman

**NAYS:** None

**ABSENT:** Anderson, Clark

**MOTION APPROVED.**

I, James Yoos, 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 March 11, 2024.

---

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.

March 14, 2024

To The Honorable  
Southgate City Council  
Southgate, Michigan 48195

**Re: Appointments to Boards/Commissions**

Ladies and Gentlemen:

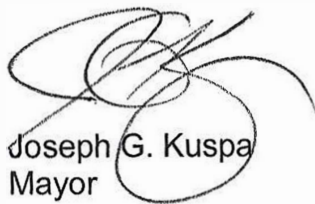
Please be advised I have made the following appointments:

**Library Commission – for terms expiring April 2027**

Suzanne Straub  
Cathy Nowicki  
Kim Guentner

Your concurrence on these appointments is greatly appreciated.

Sincerely,



Joseph G. Kuspa  
Mayor

Cc: 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.

March 14, 2024

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Southgate, Michigan 48195

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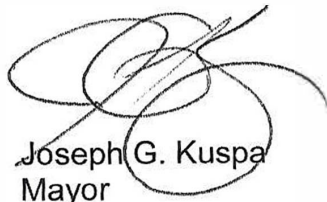
Ladies and Gentlemen:

Please be advised I have made the following appointments:

**Public Safety Commission – for terms expiring April 2026**

Ed Sukel  
Robert Hines  
Norm Loveday  
Doug Gildner  
Paul Knott  
Jim Austin  
Robert Beaver

Sincerely,



Joseph G. Kuspa  
Mayor

Cc: City Clerk

JOSEPH G. KUSPA  
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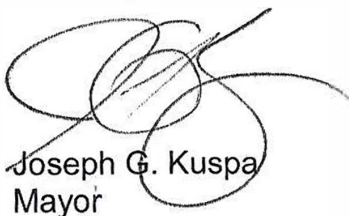
Ladies and Gentlemen:

Please be advised I have made the following appointments:

**Water Board** – for terms expiring April 2026:

Andrew Stephan	12840 Edison
Jerry Dusik	17305 Cedarlawn
Mike Whitford	12388 Helen
Dan Brooks	14450 Stoutwood Ct.
James Havican	15631 Susan

Sincerely,

  
Joseph G. Kuspa  
Mayor

Cc: City Clerk

JOSEPH G. KUSPA  
Mayor

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## City of Southgate

### Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator *DM*

Date: March 13, 2024

Re: First Reading of Proposed Change to City Code Section 1060.05 Placement of Containers;  
Tampering; Sanitary Conditions

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Section 1060.05 of the City Code as written contains subjective language which creates difficulties for ordinance officers when enforcing the ordinance. The Administration is proposing an updating wording of the ordinance that eliminates the subjective language while maintaining the spirit of the ordinance. Below is the current and proposed ordinance language with the updated language underlined.

Current: Except as otherwise provided in Section 1060.04, containers for the storage of solid waste and recyclable materials shall be placed at the rear or side of buildings, at a place which is reasonably inconspicuous from streets and places occupied by other persons. No person, firm, corporation or other legal entity shall disturb the contents of waste receptacles or bundles, nor shall persons leave receptacles or the contents thereof in a condition other than is provided for in this chapter. All receptacles must be maintained in a sanitary condition.

Proposed: Except as otherwise provided in Section 1060.04, containers for the storage of solid waste and recyclable materials shall be placed at the rear or side of buildings. The rear or side of buildings means behind the fence line, or, if no fence line exists, a minimum of 10' behind the front facing principal wall of the building. No person, firm, corporation or other legal entity shall disturb the contents of waste receptacles or bundles, nor shall persons leave receptacles or the contents thereof in a condition other than is provided for in this chapter. All receptacles must be maintained in a sanitary condition.

As this is a first reading of the ordinance no action is required. If you have any questions, please contact me.