

Southgate City Council Agenda

Council Chambers

14400 Dix-Toledo Rd., Southgate, Michigan 48195

Wednesday April 20, 2022

6:30pm

Work Study Session

1. Officials Reports
2. Discussion of Agenda Items

7:00 pm

Regular Meeting

Pledge of Allegiance

Roll Call:

Colovos, Farrah, George, Graziani, Kuspa, Rauch, Zamecki

Minutes:

1. Work Study Session Minutes dated April 6, 2022
2. Regular City Council Meeting Minutes dated April 6, 2022

Scheduled Persons in the Audience:

Consideration of Bids:

Scheduled Hearings:

Communications "A" –

1. Letter from Mayor; Re: Bid Recommendation for Park Maintenance
(WAIVER OF BID) Page 6
2. Letter from Mayor; Re: Bid Recommendation for Carpentry Work Extension
(WAIVER OF BID) Page 16
3. Letter from Mayor; Re: Purchase of Interactive Smartboard – Police Dept.
(WAIVER OF BID) Page 20
4. Memo from Deputy City Assessor; Re: Lot Split/Combination Fees Page 24
5. Memo from Police Chief; Re: Proposed Sale of Forfeited Vehicles Page 27

Communications "B" – (Receive and File)

1. Letter from Mayor; Re: Appointments to Parks & Recreation Commission Page 28

Ordinances:

1. Memo from Administrator; Re: Second Reading Zoning Ordinance
Amendment to rezone property located at 16333 Trenton Rd. Page 29

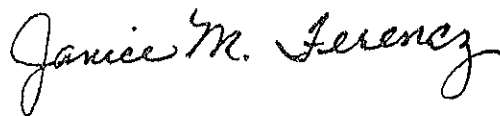
Old Business:

New Business:

Unscheduled Persons in the Audience:

Claims & Accounts: Warrant #1447 \$2,905,013.28

Adjournment:



Janice M. Ferencz, City Clerk

City Council

Work Study Session

April 6, 2022

An Informal Meeting of the Council of the City of Southgate was held on April 6, 2022 at 6:30 P.M. and called to order by Council President Zoey Kuspa.

Present: Bill Colovos, Karen George, Christian Graziani, Mark Farrah, Zoey Kuspa, Phil Rauch, Dale Zamecki

Absent:

Also Present: Mayor Joseph G. Kuspa, City Attorney Ed Zelenak, City Engineer John Hennessey, ACA/Finance Director David Angileri, City Clerk Janice Ferencz, City Treasurer Christopher Rollet, Public Safety Director Joseph Marsh, Police Chief Mark Mydlarz, Fire Chief Mark Hatfield, Acting DPS Director Kevin Anderson, Building Inspections Director Tim Leach, Recreation Director Julie Goddard

Discussed the following agenda items:

- Parks & Recreation Millage Renewal Resolution
- Waiver of bid / purchase of repair of the breaker for Water Department
- Waiver of bid / purchase of in-car printers for Police Department
- Waiver of bid / purchase of crime mapping system
- Receive / file of Public Safety Commission appointments

This meeting ended at 6:44 pm.

City of Southgate

Regular City Council Meeting

April 6, 2022

A Regular Meeting of the Council of the City of Southgate was held on Wednesday, April 6, 2022 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, followed by roll call.

Present: Bill Colovos, Karen George, Christian Graziani, Mark Farrah, Zoey Kuspa, Phil Rauch, Dale Zamecki

Absent:

Also Present: Mayor Joseph G. Kuspa, City Attorney Ed Zelenak, ACA/Finance Director David Angileri, City Clerk Janice Ferencz, City Treasurer Christopher Rollet, Public Safety Director Joe Marsh, Police Chief Mark Mydlarz, Fire Chief Mark Hatfield, Building Inspections Director Tim Leach, Recreation Director Julie Goddard

Minutes:

Moved by Rauch, supported George, RESOLVED, that the minutes of the City Council Work Study Session dated March 16, 2022 be approved as presented. Carried unanimously.

Moved by Colovos, supported by Zamecki, RESOLVED, that the minutes of the Regular City Council Meeting dated March 16, 2022 be approved as presented. Carried unanimously.

Communications "A":

1. Memo from Administrator; Re: Parks and Recreation Millage Renewal Resolution moved by Farrah, supported by George, RESOLVED that the Southgate City Council adopts the following resolution authorizing the proposed proposition regarding City of Southgate Parks and Recreation Millage appear on the August 2nd, 2022 Primary Election Ballot:

WHEREAS, the City of Southgate Council deems it necessary and its desire to acquire, construct, furnish, equip and operate parks and recreation improvements, and that the costs thereof, be defrayed by a five (5) year extension of the 1 mill levy adjusted to .9896 mills for the Constitutional requirements of Headlee.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Southgate, being the Legislative body of the City of Southgate, hereby determines to submit to the qualified electors of the City of Southgate, at the State Primary election of August 2, 2022, a millage renewal proposition to authorize a renewal of the 1 mill levy for a period of five (5) years, commencing December 1, 2022 for the sole purpose to acquire, construct, furnish, equip and operate parks and recreation improvements.

BE IT FURTHER RESOLVED that the millage renewal proposition shall read as follows:

PROPOSAL R CITY OF SOUTHGATE CITY CHARTER AMENDMENT FOR PARKS AND RECREATION MILLAGE

"Shall the City of Southgate be authorized to renew the 1 mill levy to acquire, construct, furnish, equip and operate parks and recreation improvements for an additional period of five (5) years beginning December 1, 2022 at an effective rate of .9896 mills, which will generate an estimated \$777,000 in the first year of its levy?"

Regular City Council Meeting

April 6, 2022

BE IT FURTHER RESOLVED, that said proposal will be printed on the ballot for the August 2, 2022 State Primary Election;

BE IT FURTHER RESOLVED that before submission of said proposal to the voters of the City of Southgate. Such proposal shall be published, in full, as part of the official proceedings of the City of Southgate in a newspaper of general circulation within the City.

BE IT FURTHER RESOLVED that said proposal shall be posted, in full, in a conspicuous place at each polling location on August 2, 2022, the date set for the State Primary Election.

Motion carried unanimously.

2. Letter from Mayor; Re: Repair of the Breaker for the Water Department (waiver of bid) moved by Farrah, supported by George, RESOLVED THAT the Southgate City Council hereby waives the bid procedures and authorizes purchase to repair the Breaker for the Water Department with Michigan Cat (19500 Dix Road, Brownstown, MI 48183) in the amount of \$8,301.10.

Motion carried unanimously.

3. Memo from Director of Public Safety; Re: Purchase Approval (waiver of bid) moved by Rauch, supported by Zamecki, RESOLVED THAT the Southgate City Council hereby waives the bid procedure and authorizes purchase of twenty (20) Brother ACC-Printer RJ4200 Series receipt printers and appropriate supplies to Tyler Technologies Inc. (PO Box 203556, Dallas, TX 75320-3556) in the amount of \$16,200. BE IT FURTHER RESOLVED that adequate funding is available in the Federal Forfeiture Account for said purchase.

Motion carried unanimously.

4. Memo from Director of Public Safety; Re: Purchase Approval (waiver of bid) moved by Farrah, supported by Colovos, RESOLVED THAT the Southgate City Council hereby waives the bid procedure and authorizes purchase of a Crime Mapping Program and annual subscription with CentralSquare Technologies (1000 Business Center Dr, Lake Mary, FL 32746) in the amount of \$4,305.

Motion carried unanimously.

Communications "B" (receive and file):

1. Letter from Mayor; Re: Appointments to Public Safety Commission moved by George, supported by Rauch, RESOLVED THAT the Southgate City Council hereby receives and files correspondence for the appointments of the Public Safety Commission.

Motion carried unanimously.

Regular City Council Meeting

April 6, 2022

Unscheduled Persons in Audience:

1. Jerry Pesci, 13174 Argyle, invited the citizens to come into City Hall to view the Southgate Historical Memorial Board for former Mayor Norma J. Wurmlinger.
2. Kevin Counts introduced himself as a candidate on the Republican ticket for State House District in Southgate.
3. Gary Martin, 11250 Hawthorne, thanked the Police Department for handling the miscellaneous issues in their subdivision.

Claims and Accounts:

Moved by Graziani, supported by Zamecki, RESOLVED, that Claims and Accounts be paid as outlined on Warrant #1446 in the amount of \$1,832,249.39.

Motion carried unanimously.

Adjournment:

Moved by Colovos, supported by Rauch, RESOLVED THAT this Regular Meeting of the Southgate City Council be adjourned at 7:25 P.M. Carried unanimously.

Zoey Kuspa
Council President

Janice M. Ferencz
City Clerk

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

BILL COLOVOS

MARK FARRAH

KAREN E. GEORGE

PHILLIP J. RAUCH

DALE W. ZAMECKI

April 12, 2022

To the Honorable
City Council
Southgate, Michigan 48195

Re: Bid recommendation for Park Maintenance – **Waiver of Bid**

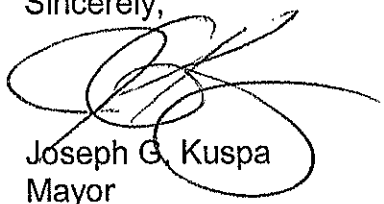
Ladies and Gentlemen:

It is recommended by the Parks & Recreation Director and I concur, that the bid procedure be waived and to award this contract for Park Maintenance of Kiwanis, Rotary, Lions and Cobb parks to Davey Tree Expert Company in the amount of \$48,578.00 to be paid in eight (8) monthly installments of \$6,072.25. Davey Tree is the current vendor for the City Golf Course and has done a fine job for the City.

Adequate funds are available in the Parks & Recreation fund.

Your favorable consideration of this matter is greatly appreciated.

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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BILL COLOVOS

MARK FARRAH


KAREN E. GEORGE

PHILLIP J. RAUCH

DALE W. ZAMECKI

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: February 8, 2022

RE: Bid Recommendation for Park Maintenance (**Waiver of Bid**)

I have reviewed the above with the Parks & Recreation Director concur with her recommendation to award this RFP to Davey Tree Expert Company. In the amount of \$48,578.00 in eight monthly installments of \$6,072.25. They are the current vendor for the City Golf Course, and done a fine job for the City.

Adequate funds are available in the Parks & Recreation Fund for this request.

Southgate Michigan

PARKS & REC

14700 Reaume Parkway – Southgate, MI 48195 (734)258-3035

To: The Honorable Mayor & City Council
From: Julie Goddard, Parks & Recreation Director
Date: April 13th, 2022
Re: Park Maintenance

The Parks and Recreation Department is in need of a company to handle the maintenance in regards to grass, weeds, lawn cutting, leaf pickup and landscaping at the parks that have been remodeled in the past few years. This would include - Kiwanis, Lions, Rotary and Cobb Parks at the current time.

After meeting with several different companies and visiting each site with them to show them what was expected at each park, it is my recommendation that we hire Davey and waive the bid to perform these maintenance duties for us. Davey has done excellent work for the Parks & Recreation Department at our South Winds Golf Course and has proven their ability to be able to handle our parks. Their pricing was also the most reasonable for the amount of work we need accomplished.

Total program cost will be \$48,578.00 and we will be invoiced in equal monthly installments over 8 months from April 2022 to November 2022. Cost per month will be \$6,072.25. Sufficient funds available in the Parks & Recreation Millage Fund for this project.

I would appreciate your favorable consideration of this request.

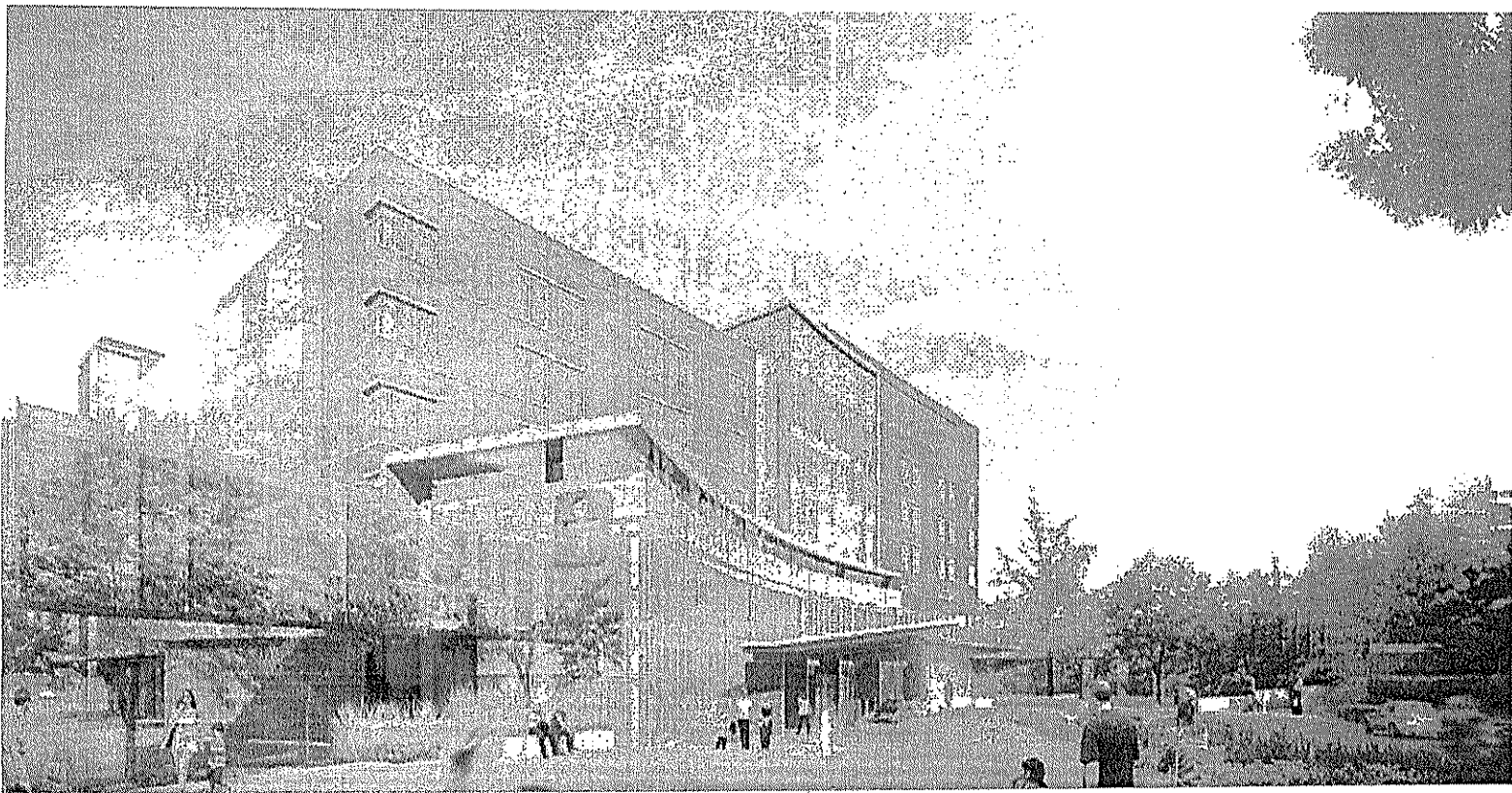


Respectfully Submitted,

Julie Goddard
Parks & Recreation Director
City of Southgate



Proven Solutions for a Growing World



PROPOSAL TO:

Southgate Parks and Rec
Attn. Julie Goddard
P: (734) 258-3032
C: (313) 680-4989
jgoddard@ci.southgate.mi.us

SERVICE ADDRESS:

14400 Dix-Toledo Hwy.
Southgate, MI 48195

**DAVEY***Proven Solutions for a Growing World*

Maintenance Services

DETAILED

LIONS PARK:

A. TURF MAINTENANCE

Mowing — Mowing height will be adjusted according to weather conditions and turf type, and to permit recycling of grass clippings and present a neat appearance. Papers and other debris will be removed from lawn prior to mowing. Trimming will be performed around all obstacles and along edges of mulch beds and tree rings, sign posts, utility poles, etc., as needed, to trim the turf at the same level as the mowing height. **26 Tasks \$10,783.00**

Power edging — We will perform power edging to maintain a crisp, tailored appearance along hard surfaces such as concrete curbs, walks and driveways as needed.

(13 tasks included in mowing)

B. BED MAINTENANCE

Weed Control — Hand weeding will be performed when needed to remove larger weeds.

13 Tasks \$699.00

Spring Cleanup — Includes removal of leaves and winter debris that has collected in plant beds, cutback of dormant perennials and ornamental grass growth, and light corrective pruning of shrubs where needed.

1 Task \$995.00

C. LEAF CLEANUP

Leaves will be removed to keep the grounds in neat condition. The quoted price is for two (2) visits during the fall season, typically in late October and November or as nature dictates. If additional visits are desired, they can be provided for an additional charge. Cutting back of perennials is included. **2 Tasks \$3,980.00**

Price Total (A-C): \$ 16,457.00



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Maintenance Services

DETAILED

COBB MEMORIAL PARK:

A. TURF MAINTENANCE

Mowing — Mowing height will be adjusted according to weather conditions and turf type, and to permit recycling of grass clippings and present a neat appearance. Papers and other debris will be removed from lawn prior to mowing. Trimming will be performed around all obstacles and along edges of mulch beds and tree rings, sign posts, utility poles, etc., as needed, to trim the turf at the same level as the mowing height. **26 Tasks \$7,717.00**

Power edging — We will perform power edging to maintain a crisp, tailored appearance along hard surfaces such as concrete curbs, walks and driveways as needed.

(13 tasks included in mowing)

B. BED MAINTENANCE

Weed Control — Hand weeding will be performed when needed to remove larger weeds.

13 Tasks \$699.00

Spring Cleanup — Includes removal of leaves and winter debris that has collected in plant beds, cutback of dormant perennials and ornamental grass growth, and light corrective pruning of shrubs where needed.

1 Task \$538.00

C. LEAF CLEANUP

Leaves will be removed to keep the grounds in neat condition. The quoted price is for two (2) visits during the fall season, typically in late October and November or as nature dictates. If additional visits are desired, they can be provided for an additional charge. Cutting back of perennials is included. **2 Tasks \$2,151.00**

Price Total (A-C): \$ 11,105.00



**DAVEY***Proven Solutions for a Growing World*

Maintenance Services

DETAILED

KIWANIS PARK:

A. TURF MAINTENANCE

Mowing — Mowing height will be adjusted according to weather conditions and turf type, and to permit recycling of grass clippings and present a neat appearance. Papers and other debris will be removed from lawn prior to mowing. Trimming will be performed around all obstacles and along edges of mulch beds and tree rings, sign posts, utility poles, etc., as needed, to trim the turf at the same level as the mowing height.

26 Tasks \$8,295.00

Power edging — We will perform power edging to maintain a crisp, tailored appearance along hard surfaces such as concrete curbs, walks and driveways as needed.

(13 tasks included in mowing)

B. BED MAINTENANCE

Weed Control — Hand weeding will be performed when needed to remove larger weeds.

13 Tasks \$699.00

Spring Cleanup — Includes removal of leaves and winter debris that has collected in plant beds, cutback of dormant perennials and ornamental grass growth, and light corrective pruning of shrubs where needed.

1 Task \$538.00

C. LEAF CLEANUP

Leaves will be removed to keep the grounds in neat condition. The quoted price is for two (2) visits during the fall season, typically in late October and November or as nature dictates. If additional visits are desired, they can be provided for an additional charge. Cutting back of perennials is included.

2 Tasks \$2,151.00

Price Total (A-C): \$ 11,683.00



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**DAVEY***Proven Solutions for a Growing World*

Maintenance Services

DETAILED

ROTARY PARK:

A. TURF MAINTENANCE

Mowing — Mowing height will be adjusted according to weather conditions and turf type, and to permit recycling of grass clippings and present a neat appearance. Papers and other debris will be removed from lawn prior to mowing. Trimming will be performed around all obstacles and along edges of mulch beds and tree rings, sign posts, utility poles, etc., as needed, to trim the turf at the same level as the mowing height.

26 Tasks \$6,698.00

Power edging — We will perform power edging to maintain a crisp, tailored appearance along hard surfaces such as concrete curbs, walks and driveways as needed.

(13 tasks included in mowing)

B. BED MAINTENANCE

Weed Control — Hand weeding will be performed when needed to remove larger weeds.

13 Tasks \$699.00

Spring Cleanup — Includes removal of leaves and winter debris that has collected in plant beds, cutback of dormant perennials and ornamental grass growth, and light corrective pruning of shrubs where needed.

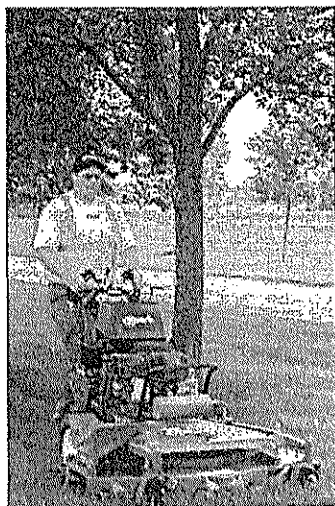
1 Task \$430.00

C. LEAF CLEANUP

Leaves will be removed to keep the grounds in neat condition. The quoted price is for two (2) visits during the fall season, typically in late October and November or as nature dictates. If additional visits are desired, they can be provided for an additional charge. Cutting back of perennials is included.

2 Tasks \$1,506.00

Price Total (A-C): \$ 9,333.00





DAVEY
Proven Solutions for a Better World

OPTIONAL

Grub application — This helps control severe turf damaging grub infestations.

Price Available

Core Aerification — This service pulls soil plugs from the turf, which reduces soil compaction and helps moisture, nutrients and oxygen to reach and strengthen the turf grass root system.

Price Available

Mulch Cultivation — We will turn mulch mid-season to keep it looking fresh, enhance aesthetics and allow penetration of air, water and nutrients into the root zone. This helps mulch breakdown, minimizing mulch buildup.

Price Available

ADDITIONAL SERVICES RECOMMENDED

Seasonal Color — Flower beds will be prepared for planting by adding soil amendments and fertilizer, if needed, and rototilling. Flowers will be installed at the proper spacing for each type of flower and given an initial watering. Specific flower types can be requested but may affect installation and maintenance cost.

Price Available

Annual Flower Maintenance — We will schedule visits to perform weeding, dead-heading and fertilizing. This includes removal after frost.

Price Available

Bed Edging and Mulching — We will edge all existing plant beds and tree rings, as well as install mulch one time in spring on all existing mulch beds. If additional mulch, re-edging or another type of mulch is preferred, or if old mulch removal is needed prior to new installation, prices will be provided upon request.

Price Available

Fertilization and Weed Control — We customize our applications to meet the specific requirements of your turf and the season to maintain a healthy appearance. Davey Tree will identify and make known to the client the chemicals used on the property and will provide MSDS as requested. Davey Tree will post a chemically treated areas or chemical treatment signs as required by law or as reasonable requested by the client.

Price Available

Pest Management — All shrubs and ornamental trees will be inspected for plant damaging insects four times throughout the season and treated if insects are present. Davey Tree will identify and make known to the client the chemicals used on the property and will provide MSDS as requested. Davey Tree will post a "chemically treated area" or "chemical treatment" sign as required by law or as a reasonably requested by the client.

Price Available

Litter Control — 7 days/week, 52 weeks/year. All trash cans emptied and new trash bags installed daily. Entire campus patrolled and litter removed.

Price Available

Shrub Pruning — Shrubs and groundcover will be pruned according to industry standards, plant type and design intent to shape new growth and remove dead branches.

Price Available

IRRIGATION SERVICES

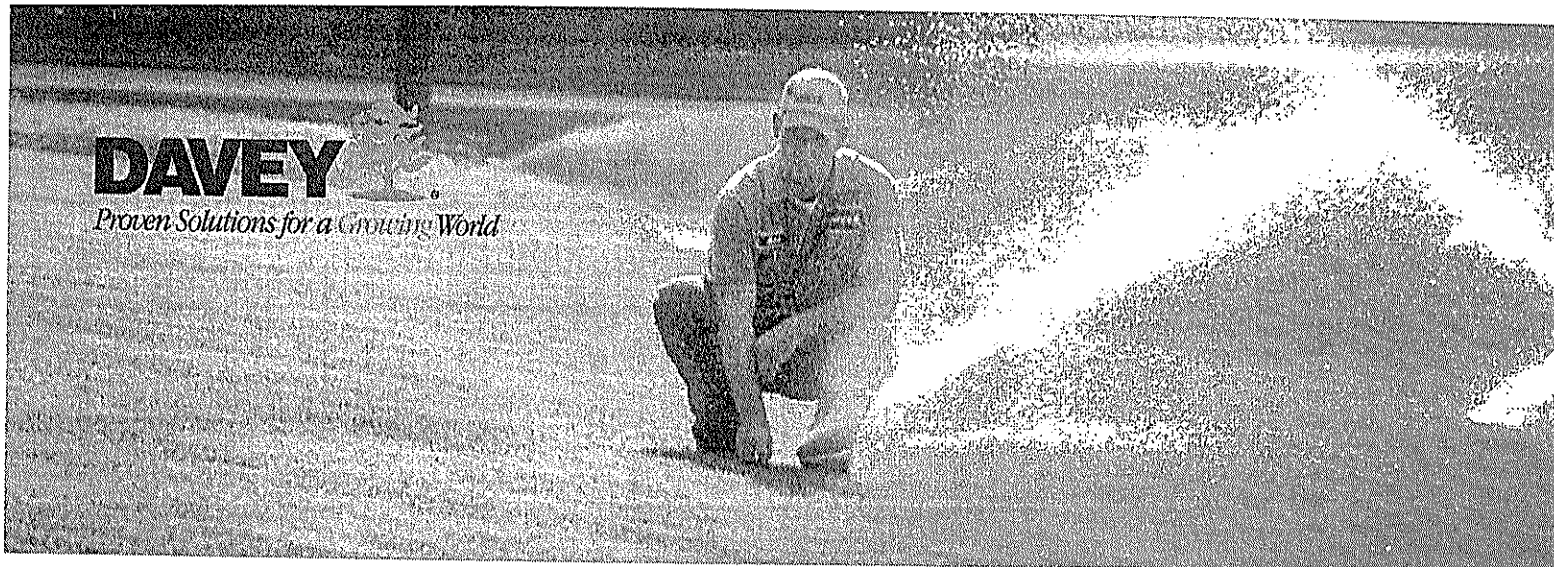
Spring Startup — This includes turning on the water source, setting the controller for a regular watering schedule, inspecting zones and making minor adjustments to heads. A report of necessary repairs or improvements will be provided.

We will inspect and adjust heads and watering frequency based on monthly conditions throughout the growing season.

Winterization — This refers to the high pressure blowing out of lines and water shut off.

Repairs and/or improvements will be made with written approval at time and material rates of \$55 per labor hour, plus material costs.

Price Available



PRICING AND PAYMENT TERMS

Lions Park: \$ 16,457.00

Cobb Memorial Park: \$ 11,105.00

Kiwanis: \$ 11,683.00

Rotary Park: \$ 9,333.00

Total Program Cost: \$ 48,578.00

Billing Options:

A. Monthly Billing: Total Program Cost can be invoiced in equal monthly installments over 8 months from April 2022 to November 2022. Cost per month: \$ 6,072.25

☐ Yes, please bill me monthly

or:

B. I prefer to be invoiced as services are performed:

☐ Weekly or ☐ Monthly

Prices quoted cover the 2022 growing season and are guaranteed if contract is signed within 30 days.

AUTHORIZATION

We, the undersigned client, have read and agree to the above grounds management proposal and accept its terms. Davey is authorized to proceed pursuant to this contract.

Accepted by:

City of Southgate

Authorized Signature

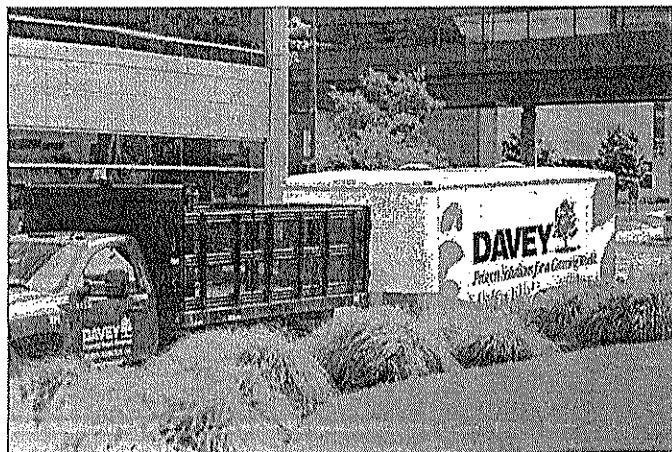
Date

Proposed by:

The Davey Tree Expert Company

Authorized Signature

Date



JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President

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MARK FARRAH

KAREN E. GEORGE

PHILLIP J. RAUCH

DALE W. ZAMECKI

April 12, 2022

To the Honorable
City Council
Southgate, Michigan 48195

Re: Bid recommendation for Carpentry Work Extension – **Waiver of Bid**

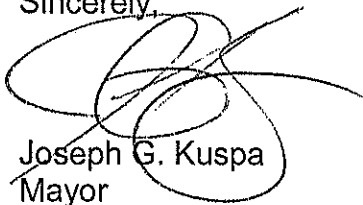
Ladies and Gentlemen:

It is recommended by the Acting DPS Director and I concur, that the bid procedure be waived and to award this two (2) year bid extension to the Campbell-Durocher Group. Pricing will remain the same as the current contract which has not increased since the bid was awarded in March 2016.

Adequate funds are budgeted in various department accounts for this agreement.

Your favorable consideration of this matter is greatly appreciated.

Sincerely,

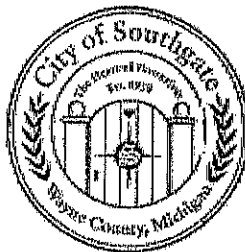


Joseph G. Kuspa
Mayor

JOSEPH C. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

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Council President

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PHILLIP J. RAUCH

DALE W. ZAMECKI

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: April 12, 2022

RE: Recommendation for Carpentry Work Extension (**Waiver of Bid**)

I have reviewed the above with the Acting DPS Director and concur with his recommendation for a bid extension to Campbell-Durocher Group, Monroe MI 48161. Pricing will remain the same as the current contract that was bid in March of 2016. This is a two year extension.

Adequate funds are budgeted in various department accounts for this agreement.



DEPARTMENT OF PUBLIC SERVICES

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

Memorandum

To: The Honorable Mayor and Members of City Council
From: Kevin Anderson, Acting DPS Director
Date: April 7, 2022
Re: Request for Waiver of Bid

The Department of Public Services is requesting a bid waiver for Carpentry, to Campbell Durocher of 98 Winchester St. Monroe, MI 48161, for 2 years. Campbell Durocher is our current service provider for the Department of Public Services for carpentry and has always provided excellent service.

I recommend the City waive the bid process for carpentry work. I respectfully request this item be placed on the City Council agenda for the next meeting, for purposes of bid waiver.

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

Kevin Anderson
Acting DPS Director

KA/sd
Enclosure

A handwritten signature in black ink, appearing to be "KA", is written over the typed name and title of Kevin Anderson.



CDAnswers

Jack Campbell - President

General Contractors • Thin Lits • Pest Washing

www.cdanswers.com

jc@cdanswers.com - 734-777-3031

Monday, March 14, 2022

Hello Kevin,

This letter will confirm that we will be honoring our pricing for any bids we have presented to you for the next two years. We count it an honor and privilege to be serving the City of Southgate.

If you have any questions, please direct them to me anytime.

Regards,

Carrie Campbell

CEO of CDAnswers LLC

98 Winchester St.

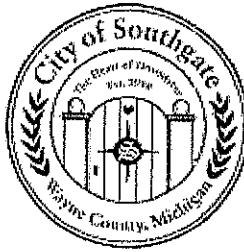
Monroe, MI 48161

734-777-3031

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

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Council President

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KAREN E. GEORGE

PHILLIP J. RAUCH

DALE W. ZAMECKI

April 18, 2022

To the Honorable
City Council
Southgate, Michigan 48195

Re: Purchase of Interactive Smart Board for the Police Department– **Waiver of Bid**

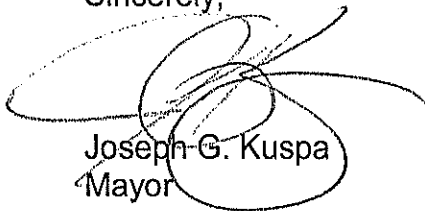
Ladies and Gentlemen:

It is recommended by the Police Chief and I concur, that the bid procedure be waived and to award this purchase of an Interactive Smart Board for the Police Department to Vibe, Redmond, WA, in the amount of \$3,199.00. The IT Director has explored the available products in this category and concluded that the Vibe Smartboard 55" with portable Vibe VI stand will best suit the needs of the department.

Adequate funds are available in the Federal Forfeiture Account for this purchase.

Your favorable consideration of this matter is greatly appreciated.

Sincerely,



Joseph G. Kuspa
Mayor

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

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BILL COLOVOS

MARK FARRAH


KAREN E. GEORGE

PHILLIP J. RAUCH

DALE W. ZAMECKI

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: April 18, 2022

RE: Recommendation for an Interactive Smartboard for the Police Department
(WAIVER OF BID)

I have reviewed the above with the Police Chief and concur with his recommendation to award this purchase to Vibe, Redmond, Washington in the amount of \$3,199.00.

Adequate funds are available in the Federal Forfeiture Account for this purchase.



SOUTH GATE POLICE DEPARTMENT MEMO

To: Honorable Mayor Kuspa
From: Office of the Chief of Police
CC: City Administrator Lent, Finance Director Angileri

Re: Purchase approval

Date: April 14, 2022

Dear Mayor Kuspa,

The Police Department is requesting to purchase an interactive smartboard through Vibe. An interactive smartboard is an all-in-one system combining a large display and a computer designed to accomplish a wide variety of tasks. An interactive smartboard allows the user to draw, highlight or interact with elements on the screen via the touchscreen surface and also allows for integration between laptops, tablets and smart phones. The purchase of an interactive smartboard will assist us with delivering presentations, operation planning, video evidence reviews, as well as, training classes our officers attend or teach. IT Director Jason Rucker has explored the available products in this category and concluded the Vibe Smartboard 55" interactive smartboard with Vibe V1 portable stand will best suit the needs of the department.

The cost of the Vibe interactive 55" Smartboard is \$2,699.00. The cost of the Vibe V1 portable stand is \$500.00 for a total cost of \$3,199.00.

It is my recommendation that the purchase of the 55" smartboard and portable stand awarded to Vibe in the amount of \$3,199.00. With your concurrence, I respectfully request this item be placed on the City Council's agenda for the meeting scheduled on April 20th, 2022 for purposes of a waiver of bid request and purchase approval. Adequate funding is available in the Federal Forfeiture Account and this purchase falls under the guidelines that governs the use of these funds.

Respectfully,

A handwritten signature in cursive script that reads "Mark A. Mydlarz".

Mark A. Mydlarz
Chief of Police



Vibe

PO Box 3524 / Redmond WA 98073

8643352007

support@vibe.us



order.vibe.us

QUOTE

Quote DATE
2022-04-12

Requested by:

Joseph Marsh
jmarsh@ci.southgate.mi.us
Southgate Police Department
14710 Reaume Parkway
Southgate, MI 48195
United States
+1 734-258-3046

ITEM	SKU	QTTY	UNIT PRICE	TOTAL
 Vibe Smartboard 55"	55_V1_Board	1	\$2,699.00 \$ 2,699.00	\$ 2,699.00
 Vibe V1 Portable Stand > White	55_V1_WStand	1	\$ 500.00	\$ 500.00
SUB TOTAL:				\$ 3,199.00
SHIPPING:				\$ 0.00
TAX:				\$ 0.00
TOTAL:				\$ 3,199.00

Terms & Notes

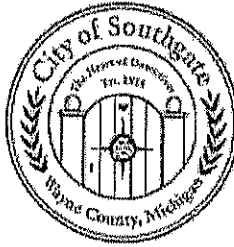
Thank you for your interest! We look forward to working with you.



JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER E. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
Council President
CHRISTIAN GRAZIANI
BILL COLOVOS
MARK PARRAH
KAREN L. GEORGE
PHILLIP J. RAUCH
DALE W. ZAMBECKI

MEMORANDUM

TO: Dustin Lent, City Administrator
FROM: Esther Graves, Deputy City Assessor *EG*
DATE: March 2, 2022
RE: Lot Split/Comb Fees

This purpose of this communication is to propose new lot split/combination fees. I've attached the current fees, along with the resolution that was passed in 2009. I am proposing the following flat fees be assessed:

- All Lot Splits - \$300.00
- Commercial/Industrial Lot Combinations - \$150.00
- Residential Lot Combinations - no charge

Thank you for your consideration to this matter

City of Southgate

County of Wayne, State of Michigan

No. 14-09

Resolution

At a Regular Meeting of the Southgate City Council called to order by Council President John Graziani on January 21, 2009 at 8:00 P.M., the following resolution was offered:

Moved by Ferencz, supported by Lannen,

RESOLVED, that Council concurs with the recommendation of the Deputy City Assessor and hereby establishes the following fees:

Lot Combination Fee	:	\$75 Administrative Fee	Lot Split Fee:	\$75 Administrative Fee
		\$50 Per Parcel		\$50 Per Parcel

Vote on motion: yeas - Ferencz, Ganzberger, Graziani, Lannen, Rauch, Rollet.
 nays - None.
 absent- Batko* (*Excused)

Motion carried unanimously.

I, Thomas M. Alexander, City Clerk of Southgate, do hereby certify that the foregoing is a true, correct and complete copy of a resolution adopted by the Southgate City Council at a regular meeting held on January 21, 2009.

Thomas M. Alexander
City Clerk

LOT SPLITS AND COMBINATIONS FEES EFFECTIVE JANUARY 2009 -
\$50/PARCEL + \$75.00 ADMINISTRATIVE FEE

Example of Lot Split Fees:

- 1 lot split into 2 lots = $\$150 + \$75 \text{ Admin Fee} = \$225.00$
- 1 lot split into 3 lots = $\$200 + \$75 \text{ Admin Fee} = \$275.00$
- 1 lot split into 4 lots = $\$250 + \$75 \text{ Admin Fee} = \$325.00$

Example of Combination Fees:

- 2 lots combined into 1 = $\$150 + \$75 \text{ Admin Fee} = \$225.00$
- 3 lots combined into 1 = $\$200 + \$75 \text{ Admin Fee} = \$275.00$
- 4 lots combined into 1 = $\$250 + \$75 \text{ Admin Fee} = \$325.00$



SOUTHGATE POLICE DEPARTMENT MEMO

To: Finance Director Angileri
From: Mark Mydlarz, Chief of Police
CC: Honorable Mayor Kuspa, City Administrator Lent
Re: Proposed Sale of Forfeited Vehicles
Date: April 13, 2022

Pursuant to Section 210.07 of the Codified Ordinances of the City of Southgate, I am requesting approval to offer for sale the following vehicles that have been seized and forfeited pursuant to the State Forfeiture Statutes which have a combined value in excess of five hundred dollars (\$500.00):

1.	2005	FORD	PU	1FTPX14565KB96866
2.	1999	CHEV	SW	1GNEC16R2XJ547405
3.	2006	FORD	SW	1FMYU03196KD19370
4.	2002	FORD	PU	1FTRW08L22KE36697
5.	2008	CHRY	SW	2A8HR54P28R699316
6.	2011	CHEV	4D	1G1ZC5E12BF392307
7.	1998	GMC	SW	1GDFG15R1W1103638
8.	2010	CHEV	4D	1G1ZB5EB2AF235404
9.	2003	CADI	4D	1G6DM57N330156139
10.	2005	CADI	SW	1GYEC63N75R229621
11.	2006	MERC	4D	2MEFM75V86X647959
12.	2010	CHEV	4D	KL1TD6DE1AB133874

With your concurrence the vehicles will be sold at the upcoming public vehicle auction April 30, 2022 at 10:00 a.m. held at Norm and Eddies located at 21851 Pennsylvania Rd. Brownstown, MI. 48193. Proceeds from the sale of these vehicles will be placed in the State Forfeiture account. Your consideration in this matter is appreciated.

Respectfully,

Mark A. Mydlarz
Chief of Police

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEY KUSPA
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DALE W. ZAMECKI

March 30, 2022

To The Honorable
Southgate City Council
Southgate, Michigan 48195

Re: Appointments to Boards/Commissions

REVISED


Ladies and Gentlemen:

Please be advised I have made the following appointment:

Parks & Recreation Commission – for a term expiring April 2024

Nicole Hales
Rob Proudlock
Dave Pinkowski
Darlene Pomponio
Andrew Moul
Carol Gordos
Roy Birmingham
Scott Labadie

Sincerely,


Joseph G. Kuspa
Mayor

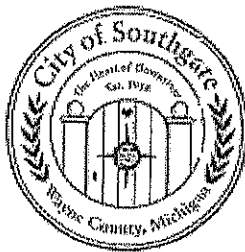
Cc: Janice Ferencz, City Clerk

JGK/law

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
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City of Southgate

- CITY COUNCIL -

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DALE W. ZAMECKI

Memorandum

To: Honorable City Council Members

From: Dustin Lent, City Administrator

Date: April 15, 2022

Re: Second Reading of Zoning Ordinance Amendment to rezone property located at 16333 Trenton Rd.

On September 9th 2021 council had the first reading to rezone the former PNC Bank Property at 16333 Trenton Rd. The property has been officially purchased and the new owners are asking to have the second and final reading to rezone the property.

The applicant is requesting a rezoning of the approximately 12 acres from R-O (Restricted Office) to PD (Planned Development). The applicant intends on developing the former PNC building into an upscale apartment complex. Currently the applicant is still working on funding sources, once funding is secured he would like to present to council his vision for this property.

In your packets is a copy of the City Planner's Memo to the Planning Commission,

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



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

Applicant: 16333 Trenton, LLC

Property Address: 16333 Trenton Rd

Current Zoning: RO-1, Restricted Office

Action Requested: Rezoning of the subject property to PD, Planned Development.

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

DESCRIPTION

The applicant is requesting a rezoning for the informally known Southgate Tower site located at 16333 Trenton Road. The site is currently zoned RO-1, Restricted Office. The applicant proposes to convert the property into a mixed-use building with 115-150 residential apartments including some restaurant/retail business use on the ground floor and top floor of the building. The applicant also proposes to develop approximately 8 acres of the 12.2-acre parcel that it does not need for parking, into possible restaurant(s), retail shops, gym, and additional apartments.

The applicant has two (2) voluntarily imposed conditions that will be listed in this report. If the City approves the rezoning the applicant will be required as a permitted use, to submit a detailed plan to the Building Department for review and approval. At that time, the City will review specific design requirements such as landscaping, lighting, circulation and building elevations. Figure 1 shows the site and the surrounding properties.

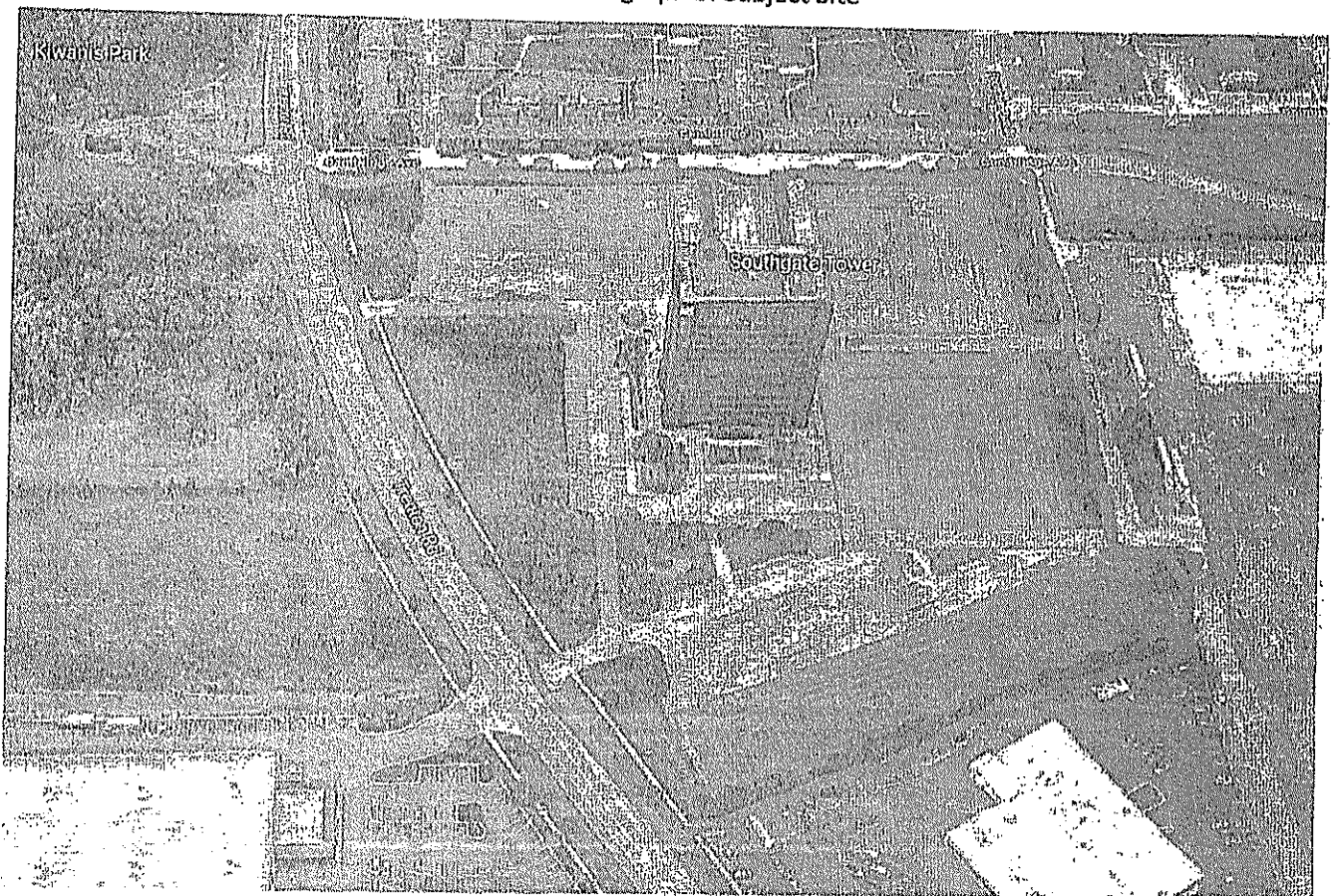
We are of the opinion this is an excellent use for the property. The combination of commercial and residential uses on the tallest building Downriver will make this site a premier location for living, shopping and visiting. The City is fortunate to have this opportunity to redevelop a site of this magnitude and fully support the proposal.

ZONING PROCEDURE

- A public hearing is required to be held by the Planning Commission before making a recommendation on the proposed rezoning. Following a recommendation by the Planning Commission the City Council will make a final determination on the rezoning.

A (PD) Planned Development District is viewed as an integrated development concept. It is intended to encourage the use, redevelopment, and improvement of existing sites where current ordinances do not provide adequate protection and safeguards for the site or its surrounding areas; encourage flexibility and mixture of uses; and to improve the design, character, and quality of new development. The use of a planned development to permit variations from other requirements of the Zoning Ordinance shall only be approved when such approval results in improvements to the public health, safety, and welfare in the area affected, and in accordance with the intent of this chapter.

Figure 1. Aerial Photograph of Subject Site



NEIGHBORING ZONING, LAND USE AND MASTER PLAN

Adjacent Properties			
	Existing Use	Zoning	Master Plan
Subject Site	Southgate Tower	RO-1, Restricted Office	General Commercial
North	Multi-Family Apartments	RM, Multiple Family Residential	Multiple-Family
East	Vacant	C-2, General Business	General Commercial
West	Vacant, Shopping Center (Lowes), Kiwanis Park	RO-1, Restricted Office, C-2, General Business, R-1A, One Family Residential	General Commercial, Public and Semi-Public
South	Car Dealership and Bodyshop	C-2, General Business	General Commercial.

The Master Plan designates this area and the surrounding as General Commercial. The General Commercial land use category includes land area occupied by retail users offering commodities which are normally purchased at infrequent intervals, and for which the consumer may "shop around". Such uses include but are not limited to gas stations, large single-use retailers, restaurants, and larger retail strip developments that contain two (2) or more retail/commercial anchors including department stores and large-scale supermarkets.

The Master Plan designates the area to the North as Multiple-Family. The Multiple Family land use category includes land area occupied by multifamily apartment complexes but may also include group living quarters such as independent and assisted living, and convalescent care facilities.

The Master Plan designates an area to the Northwest as Public and Semi-Public. The Public and Semi-Public category includes land area occupied by developed or undeveloped lands owned by various governmental, public, and semi-public agencies and institutions including schools, municipal services, religious uses, and park and recreation properties. Currently, the property consists of woodlands from Kiwanis Park.

The Southgate Tower proposal is consistent with the future land use classification, the site plan to be provided to the Building Department by the applicant will help to mitigate on-site impacts and limits the use on the site which will not allow other more intensive commercial uses be developed. The improvement of the empty building and site should spur additional commercial development along Fort Street that will be a positive impact for the surrounding properties. The rezoning will promote the image of Southgate's surrounding commercial areas as an attractive business location through a series of strategically placed enhancements including streetscapes and other infrastructure improvements, landscaping and superior signage.

In addition, one of the goals (Goal 4) of the City of Southgate Master Plan is to *maintain the existing commercial base and encourage commercial development that satisfies local market needs and provides a positive contribution to the local tax base*. The proposed rezoning would allow for a new commercial use to be redeveloped into a productive use adding to the community's tax base and improving the overall aesthetics of the area.

Summary of Findings: The proposed rezoning from C-2 to PD is in conformance with the City of Southgate Master Plan specifically the future land use plan. The rezoning will promote the image of Southgate's surrounding commercial areas as an attractive business location through a series of strategically placed enhancements including streetscapes and other infrastructure improvements, landscaping, and superior signage. The proposed rezoning would allow for a new commercial use to be redeveloped into a productive use adding to the community's tax base and improving the overall aesthetics of the area.

INTENT OF PROPOSED AND EXISTING ZONING / PERMITTED USES

The intent of the PD, Planned Development district is to provide an alternative approach to land development to give greater development flexibility, thereby encouraging higher dedication to quality of land use and site design. The PD District will be designed and laid out with particular attention to creating a desirable human experience by establishing harmonious relationships between land use types relative to uses of land, the location of uses on the land and the architectural and functional compatibility between them. In addition, this portion of Trenton Road is zoned to accommodate both General Business (C-2) and RM, Multiple Family Residential uses.

Summary of Findings: The proposed PD zoning is reasonable and compatible for this area of the City. The intent of the PD, Planned Development district is to provide development flexibility and encourage higher dedication to quality of land use and site design. The proposed use will include commercial and multi-family residential.

ESSENTIAL FACILITIES AND SERVICES

The sufficiency of the existing public services available to the parcel will be evaluated by the City Engineer.

Summary of Findings: The adequacy of existing public facilities will be evaluated by the City Engineer during site plan review.

VOLUNTARY CONDITIONS

The applicants propose two (2) voluntary imposed conditions:

1. The rezoning will only become effective upon the closing of the Applicant's sale of the Property.
2. If construction has not commenced within a year after the zoning request is approved, the zoning reclassification will revert to its original classification as RO-1, Restricted Office.

SUMMARY OF FINDINGS

We strongly recommend approval of the rezoning. The findings regarding the proposed rezoning are summarized as follows:

1. The proposed rezoning from C-2 to PD is in conformance with the City of Southgate Master Plan specifically the future land use plan.

2. *The rezoning will promote the image of Southgate's surrounding commercial areas as an attractive business location through a series of strategically placed enhancements including streetscapes and other infrastructure improvements, landscaping, and superior signage.*
3. *The proposed rezoning would allow for a new commercial use to be redeveloped into a productive use adding to the community's tax base and improving the overall aesthetics of the area.*
4. *The proposed PD zoning is reasonable and compatible for this area of the City.*
5. *The proposed use will include commercial and multi-family residential.*
6. *The adequacy of existing public facilities will be evaluated by the City Engineer during site plan review.*
7. *The applicant proposes two (2) voluntary conditions.*

City of Southgate

Regular City Council Meeting

September 15, 2021

A Regular Meeting of the Council of the City of Southgate was held on Wednesday, September 15, 2021 and was called to order at 7:00 PM by Council President John Graziani (DUE TO COVID-19 VIRUS, THIS MEETING WAS HELD VIA ZOOM, PURSUANT TO WAYNE COUNTY AND LOCAL STATE OF EMERGENCY.)

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

Present: Bill Colovos (Southgate), Mark Farrah (Southgate), Karen George (Southgate), John Graziani (Southgate), Phil Rauch (Southgate), Chris Rollet (Southgate), Dale Zamecki (Southgate)

Absent:

Also Present: Mayor Joseph G. Kuspa, City Administrator Dustin Lent, City Attorney Brandon Fournier, Assistant City Administrator/Finance Director David Angileri, Treasurer James Dallos, City Clerk Janice Ferencz, City Engineer John Hennessey, Public Safety Director Joe Marsh, Police Chief Mark Mydlarz, Fire Chief Marc Hatfield, Acting DPS Director Kevin Anderson, Building Inspections Director Tim Leach and Julie Goddard Recreation Director.

Minutes:

Moved by Colovos, supported Zamecki, RESOLVED, that the minutes of the City Council Work Study Session dated September 1, 2021 be approved as presented. Carried unanimously.

Moved by George, supported by Rollet, RESOLVED, that the minutes of the Regular City Council Meeting dated September 1, 2021 be approved as presented. Carried unanimously.

Communications "A":

1. Letter from Mayor; Re: Appointment to Library Commission moved by George, supported by Rollet, RESOLVED THAT the Southgate City Council hereby concurs with the Mayor's recommendation to appointment of Cathy Nowicki (13836 Pearl, Southgate, MI 48195) to the Library Commission for a term expiring April 2024.

Motion carried unanimously.

2. Letter from Mayor; Re: Appointments to Ethics Board moved by Colovos, supported by Zamecki, RESOLVED THAT the Southgate City Council hereby concurs with the Mayor's recommendations to appoint Rick Selva (13805 Maywood, Southgate, MI 48195) to the Ethics Board for a term expiring April 2026 and Gary Marlin (11250 Hawthorne, Southgate, MI 48195) to the Ethics Board for a term expiring April 2024.

Motion carried unanimously.

3. Memo from Director of Public Safety; Re: Homecoming Parade October 8, 2021- Fee Waiver moved by Zamecki, supported by George, RESOLVED THAT the Southgate City Council hereby approves the submitted parade permit and waives the fee requirement for the October 8, 2021 Southgate Schools Homecoming Parade.

Motion carried unanimously.

Regular City Council Meeting
September 15, 2021

Ordinances:

1. Memo from Administrator; Re: First reading of Zoning Ordinance Amendment to rezone Property located at 16333 Trenton Road Councilman George gave the first reading to amend the City of Southgate Codified Ordinances to rezone property located at 16333 Trenton Road.

Old Business:

It was the consensus of the City Council to have the regular city council meetings remain virtual, via Zoom, for the month of October 2021.

Claims and Accounts:

Moved by Farrah, supported by Zamecki, RESOLVED, that Claims and Accounts be paid as outlined on Warrant #1433 in the amount of \$26,408,354.44.

Motion carried unanimously.

Adjournment:

Moved by George, supported by Rollet, RESOLVED THAT this Regular Meeting of the Southgate City Council be adjourned at 7:25 P.M. Carried unanimously.

John Graziani
Council President

Janice M. Ferencz
City Clerk