



City of Southgate
Downtown Development Authority Agenda
Thursday, June 26, 2025 @ 05:30 p.m.

Southgate City Hall, 14400 Dix-Toledo Highway, (Mayor's Office)

1. **Roll Call:**
2. **Approval of Minutes:**
3. **New Business:**
 - a) Introduction of New DDA Director – Maria Diaz
 - b) BIG Program Award Recommendation
 - c) Reallocation of FY2024/2025 BIG Program Balance
4. **Old Business:**
 - a) Heritage Days Update
 - b) Summer Concert & Market series
5. **Correspondence:**
6. **Adjournment:**

Mission Statement

The Southgate Downtown Development Authority's mission is to strengthen the economic vitality of the District by creating an environment that promotes commerce, enhances aesthetics, explores mixed-use development and encourages stakeholder participation.

City of Southgate
Downtown Development Authority
February 20, 2025 @ 12:00pm

A meeting of the Downtown Development Authority was held on February 20th, at City Hall, 14440 Dix-Toledo Highway, Southgate, MI in the Mayor's Office

MEMBERS PRESENT: Joseph Kuspa, Wally Kleit, Alex Leonard, Brian Batko, Lauren Moser, Mark Tremper

MEMBERS ABSENT: Ron Moran, Mohammad Aborabboh, Bruce Genthe

STAFF: City Administrator, Dan Marsh. Finance Director Doug Drysdale.

GUESTS: City Council Liaison Ed Gawlik

The meeting was called to order by Chairperson Kuspa at 12:04pm

Approval of November 21st, 2024 Meeting Minutes

- *Motion was made by Batko and supported by Tremper – Carried Unanimously*

New Business:

- a) An update to the BIG Program application was presented. The application was created in 2010. The updates included a rolling deadline, making the document evergreen, and simplifying some of the language.
 - i. *Motion to approve was made by Kleit and supported by Moser – Carried Unanimously*
- b) A Proposal from Love It Again, a Hometown Market was presented for the assistance of Julie Butterfield at the 10 markets to occur during the summer concert series as well as the HarvestFest and Winter Market. A \$175 stipend per event is proposed for her help.
 - i. *Motion to approve was made by Leonard and supported by Kleit – Carried Unanimously*
- c) A proposal for streetscape maintenance from Goodfellas Property Maintenance included prices for spring cleanup, periodic maintenance, and winter cleanup for the years of 2025-2027. Goodfellas has agreed to honor these prices through the end of 2027. It is suggested that we enter a 3 year agreement with Goodfellas for the maintenance of the streetscapes to lock in this pricing.
 - i. *Motion to approve up to 7k per year for routine maintenance was made by Batko and supported by Kleit – Carried Unanimously*
- d) A proposed price for new bordering of the streetscape in front of Dick Genthe Chevrolet from Goodfellas Property Maintenance for the cost of \$1800 was presented. This border holds the mulch of the streetscape in place and has been updated on other city streetscapes in the previous year.
 - i. *Motion to approve up to \$2,000 for the restructuring of the streetscape border was made by Batko and supported by Kleit – Carried Unanimously*
- e) A discussion of replacing streetscape banners at the intersection of Dix and Eureka was held. 3 banners have been damaged and removed from the streetscapes. The poles are currently empty.
 - i. *Motion to approve up to \$1,000 for the purchase of 3 banners made by Kleit and supported by Leonard – Carried Unanimously*

Old Business:

- f) Discussion of the Shop Small Spectacular event was held. The event report was shared with the board. There were numerous successes but we are already planning ways to improve for next year.
- g) Winners of the 2024 business awards were very appreciative for the recognition.

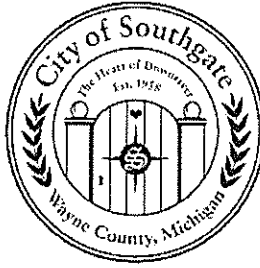
Adjournment of the Meeting at 1:03pm.

- *Motion was made by Leonard and Supported by Batko – Carried Unanimously*

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

ED GAWLIK JR.

VICTORIA ARAJ

City of Southgate

6/24/2025

Dear Southgate DDA Board,

I am writing to recommend approval of the Business Improvement Grant (BIG) application submitted by **SOS Southgate LLC/Wayne County Associates LLC**. The BIG subcommittee, consisting of City Administrator Dan Marsh, Board Member Brian Batko, and myself as the DDA Director, has reviewed the application and are in support of the proposed improvements.

SOS Southgate LLC is seeking financial assistance to address critical repairs and enhancements to their property, which include:

- Painting & Repairs to exterior of building
- Installing New Signage

The total cost of the proposed improvements, based on the business owner's preferred contractor, is **\$40,020**. As part of the BIG program, we recommend awarding **\$15,000** toward these costs. This would be the first BIG application of fiscal year 2025/26.

We believe these improvements align with and meet the criteria of the BIG program by supporting local businesses in enhancing their storefronts and contributing to the beautification of our downtown district. I recommend that the Board approve this grant to assist **SOS Southgate LLC** in their property improvement efforts.

Additionally, the subcommittee discussed reallocating the remaining portion of FY 2024/25 BIG Program funds to the FY 2025/2026 BIG Program budget.

Thank you for your consideration.

Maria Diaz
Downtown Development Authority Director
City of Southgate.



Company Name:
Downriver Therapy Association

Company Address:
18900 Eureka
Southgate

Phone Number:
734-472-8230

DESCRIPTION:
New face installed in existing sign structure.



Designs and graphics are the sole-property of:

MI Custom SIGNS
734-946-7446
20109 Northline Rd.
Taylor, MI 48180

**Designs, information, and all content herein contained may not be shared, or disseminated in any manner.*

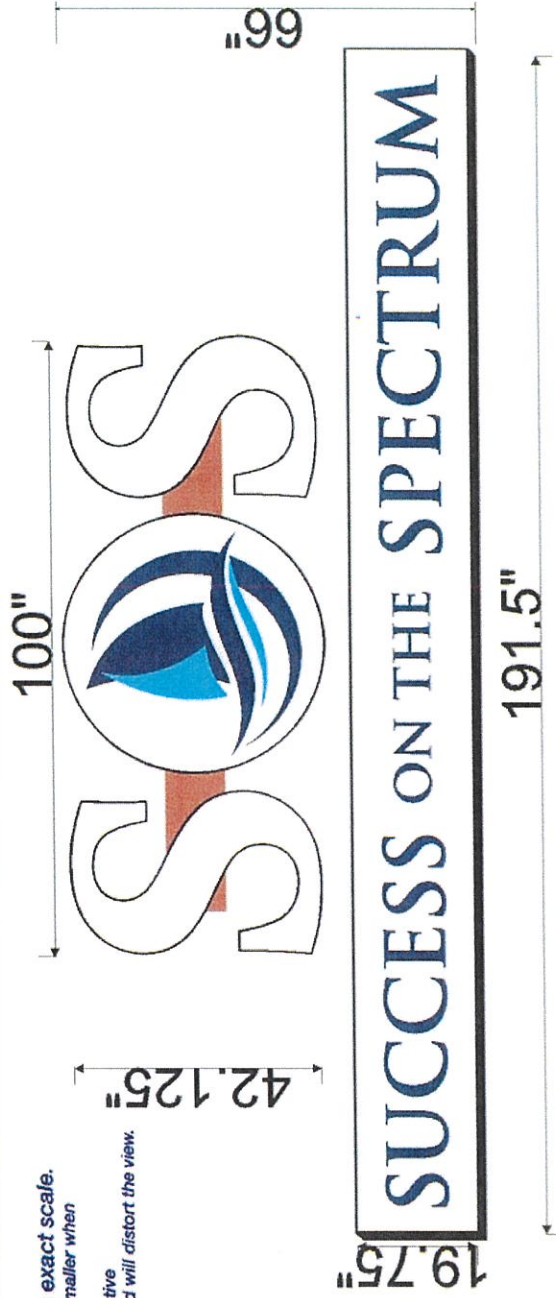


Mock ups are not necessarily to exact scale.

Items may appear slightly larger or smaller when applied to your building

Pictures change the perspective

from three dimensional to two dimensional and will distort the view.



Company Name:

Downriver Therapy Association

Company Address:

3701 West Rd
Trenton MI

Phone Number:

734-472-8230

DESCRIPTION:

Interior lit channel letters raceway mounted.
Hooked to existing electrical.

Designs and graphics are the sole-property of:



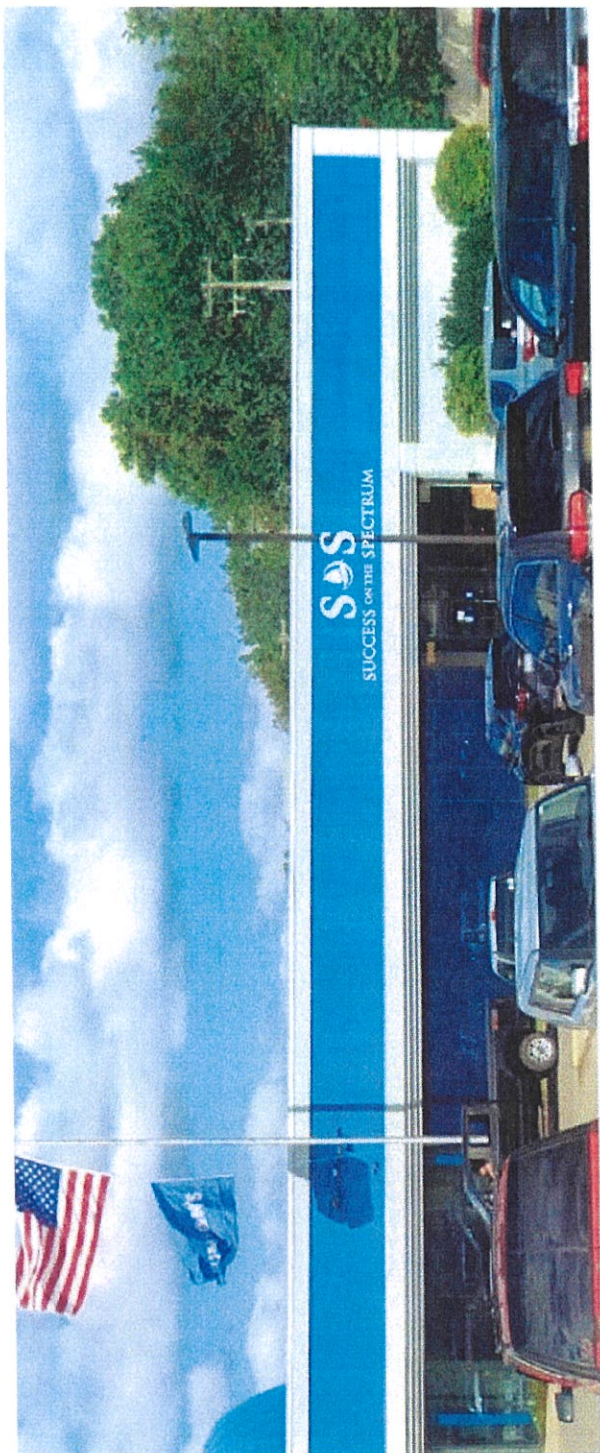
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Company Name:

Downriver Therapy Association

Company Address:

3701 West Rd
Trenton MI

Phone Number:

734-472-8230

DESCRIPTION:

Individual plastic flush mounted letters.
1" Depth

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