

Southgate City Council Agenda

Council Chambers

14400 Dix-Toledo Rd., Southgate, Michigan 48195

Wednesday September 4, 2024

6:30pm **Work Study Session**

1. Officials Reports
2. Discussion of Agenda Items

7:00 pm **Regular Meeting**

Pledge of Allegiance

Roll Call: Araj, Ayres-Reiss, Gawlik, George, Graziani, Kuspa, Rauch

Minutes:

1. Work Study Meeting Minutes dated August 21, 2024
2. Regular City Council Meeting Minutes dated August 21, 2024
3. Public Hearing Meeting Minutes – 12071 Devoe dated August 21, 2024
4. Public Hearing Meeting Minutes – 19364 Eureka dated August 21, 2024
5. Special City Council Meeting Minutes date August 28, 2024

Scheduled Persons in the Audience:

Consideration of Bids:

Scheduled Hearings:

Communications "A"

1. Memo from Administrator; Re: Contract Extension for Vehicle Towing and Impound Services
2. Letter from Mayor; Re: Purchase of PowerDMS PowerReady Module **(Waiver of Bid)**

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Communications "B" – (Receive and File):

Ordinances:

1. Memo from Administrator; Re: Changes to City Code Chapter 666.04

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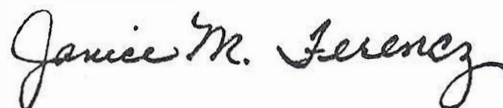
Old Business:

New Business:

Unscheduled Persons in the Audience:

Claims & Accounts: Warrant #1504 \$1,721,451.72

Adjournment:



Janice M. Ferencz, City Clerk

City Council

Work Study Session

August 21, 2024

An Informal Meeting of the Council of the City of Southgate was held on August 21, 2024 at 6:30 P.M. and called to order by Council President Zoey Kuspa.

Present: Priscilla Ayres-Reiss, Edward Gawlik, Jr., Karen George, Christian Graziani, 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 Hennessey, DPS Director Kevin Anderson, Recreation Director Julie Goddard & Building Inspections Director Tim Leach

Mayor Kuspa presented awards for those involved in the Southampton Soundwall Project.

Discussed the following agenda items:

- Approval of Bid for 2024-25 Water & Street Fund Pavement Repair Program
- Approval of Bid for Landscape Plant Material
- Approval of Bid for Obstacle Course Playground Equipment
- Approval of Bid for Carpentry Repairs
- Scheduled Hearing for Demolition of Garage at 12071 Devoe
- Scheduled Hearing for Demolition of Property at 19364 Eureka (reconvene on September 18th)
- Affirm the Recommendation of the Dangerous Building Board to Demolish the Garage at 12071 Devoe
- Affirm the Recommendation of the Dangerous Building Board to Demolish the Property at 19364 Eureka (table to September 18th meeting)
- Approval of DDA Class C Liquor License for 15231 Trenton Road (refer to September 4th agenda)
- Appointment to Board of Zoning Appeals
- Approval of Change Order No 2 – Schools & Parks Signage and Striping
- Approval of IGA with Wayne County
- Review of Questions for City Council Applicants

This meeting ended at 6:58 p.m.

City of Southgate

Regular City Council Meeting

August 21, 2024

A Regular Meeting of the Council of the City of Southgate was held on Wednesday, August 21, 2024 in the Southgate City Hall Council Chambers and was called to order at 7:00 PM by Council President Zoey Kuspa.

This meeting began with the Pledge of Allegiance.

Present: Priscilla Ayres-Reiss, Edward Gawlik Jr., Karen George, Christian Graziani, 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 Hennessey, DPS Director Kevin Anderson, Recreation Director Julie Goddard & Building Inspections Director Tim Leach

Minutes:

Moved by George, supported by Ayres-Reiss, RESOLVED, that the minutes of the City Council Work Study Session dated August 7, 2024 be approved as presented. Carried unanimously.

Moved by Rauch, supported by Ayres-Reiss, RESOLVED, that the minutes of the Regular City Council Meeting dated August 7, 2024 be approved as presented. Carried unanimously.

Consideration of Bids:

1. Letter from Mayor; Re: Bid for 2024-25 Water & Street Fund Pavement Repair Program moved by George, supported by Gawlik, RESOLVED THAT the Southgate City Council award bid for the 2024-25 Pavement Repair Program to GV Cement Contracting Company (Brownstown Twp MI) in the amount of \$1,685,705.91, plus 10% contingency in the amount of \$168,570.59, for a total amount of \$1,854,276.50. Motion carried unanimously.
2. Letter from Mayor; Re: Bid for Landscape Plant Material moved by Ayres-Reiss, supported by George, RESOLVED THAT the Southgate City Council award bid for the Southgate Tower Park & Pedestrian Bridge Project – Landscape Plant Materials to Superior Landscape Companies in the amount of \$176,205.75, plus 20% contingency in the amount of \$35,241.15, for a total amount of \$211,446.90. Motion carried unanimously.
3. Letter from Mayor; Re: Bid for Obstacle Course Playground Equipment moved by George, supported by Gawlik, RESOLVED THAT the Southgate City Council award bid for the Police Auxiliary Park (Mulberry Park) Obstacle Course Playground Equipment project to the low bidder Penchura in the amount of \$69,117.20, with funding to be provided by a Wayne County Parks Millage Fund grant in the amount of \$58,500.00 and the City's Parks & Rec Millage Fund in the amount of \$10,617.20. Motion carried unanimously.
4. Letter from Mayor; Re: Bid for Carpentry Repairs moved by Ayres-Reiss, supported by Gawlik, RESOLVED THAT the Southgate City Council award bid for a two-year period expiring August 21, 2026 to Rally Point Partners (Ann Arbor MI) as the primary contractor for carpentry services at the rates per their bid proposal, and award bids to C & S Construction Management (2nd) and Allied (3rd) as backup contractors at the rates per their respective bid proposals. Motion carried unanimously.

Scheduled Hearings:

Regular City Council Meeting August 21, 2024

1. Memo from Administrator; Re: Demolition of a Garage at 12071 Devoe moved by Rauch, supported by Ayres-Reiss, RESOLVED that the Southgate City Council hereby enters into a public hearing at 7:10 p.m. in order to entertain views and comments from interested individuals regarding: the Demolition of a Garage at 12071 Devoe. Motion carried unanimously.

No questions or comments from Council or audience.

Moved by Rauch, supported by Ayres-Reiss, RESOLVED that the Southgate City Council adjourn the public hearing at 7:11 p.m.

Motion carried unanimously.

2. Memo from Administrator; Re: Demolition of Property at 19364 Eureka moved by George, supported by Gawlik, RESOLVED that the Southgate City Council hereby enters into a public hearing at 7:11 p.m. in order to entertain views and comments from interested individuals regarding: the Demolition of Property at 19364 Eureka. Motion carried unanimously.

No questions or comments from Council or audience.

Moved by Ayres-Reiss, supported by Rauch, RESOLVED that the Southgate City Council adjourn the public hearing at 7:12 p.m. and reconvene during the September 18, 2024 regularly scheduled City Council Meeting.

Motion carried unanimously.

Communications "A":

1. Memo from Administrator; Re: Demolition of 12071 Devoe moved by Rauch, supported by George, RESOLVED THAT the Southgate City Council affirm the recommendation of the Dangerous Buildings Board to Authorize the Administration to demolish the garage located at 12071 Devoe, at the owners expense, if it is not repaired or demolished within 90 days. Motion carried unanimously.
2. Memo from Administrator; Re: Demolition of 19364 Eureka moved by Rauch, supported by Gawlik, RESOLVED THAT the Southgate City Council defer the demolition of 19364 Eureka to the September 18, 2024 City Council Meeting. Motion carried unanimously.
3. Memo from Administrator; Re: DDA Class C Liquor License for 15231 Trenton Road moved by Rauch, supported by George, RESOLVED THAT the Southgate City Council, at the request of the applicant, defers the approval of the DDA Class C Liquor License for 15231 Trenton Road to the September 4, 2024 City Council Meeting. Motion carried unanimously.
4. Letter from Mayor; Re: Appointment to Board of Zoning Appeals moved by George, supported by Rauch, RESOLVED THAT the Southgate City Council approve the appointment of Jake Orman, 12630 Helen, to the Board of Zoning Appeals for a term expiring December 2024. Motion carried unanimously. This appointment fills the vacancy created by the resignation of Dennis Richardson.
5. Letter from Mayor; Re: Approval of Change Order No 2 – Schools & Parks Signage and Striping moved by Gawlik, supported by Ayres-Reiss, RESOLVED THAT the Southgate City Council approve Change Order No. 002 in the amount of \$5,781.15 to J. Ranck Electric, Inc. for additional pavement markings on Reek Road. Motion carried unanimously.

Regular City Council Meeting August 21, 2024

6. Memo from Administrator; Re: Approval of IGA with Wayne County moved by George, supported by Rauch, RESOLVED THAT the Southgate City Council approve the attached intergovernmental agreement (IGA) between the City of Southgate and Wayne County for Improvements at Mulberry Park, and to authorize the Mayor to sign the agreement. Motion carried unanimously.

Communications "B" – (Receive and File):

1. Memo from Administrator; RE: Questions for City Council Applicants moved by Rauch, supported by George, RESOLVED, that the Southgate City Council receive and file the Memo from Administrator; Re: Questions for City Council Applicants. Motion carried unanimously.

New Business:

Councilman Gawlik reminded the citizens that there is a City Council vacancy applications are due Friday, August 23, 2024 at 3:00 p.m. and they will have a special meeting on Wednesday, August 28th at 6:30 p.m. to interview and select the applicant to replace Councilman Kowalsky.

Claims and Accounts:

Moved by Rauch, supported by Ayres-Reiss, RESOLVED, that Claims and Accounts be paid as outlined on Warrant #1503 for \$5,616,441.62. Motion carried unanimously.

Adjournment:

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

Zoey Kuspa
Council President

Janice M. Ferencz
City Clerk

City of Southgate
PUBLIC HEARING
August 21, 2024

REGARDING: Demolition of Garage located at 12071 Devoe

A Public Hearing of the Council of the City of Southgate was held on Wednesday, August 21, 2024 and was called to order at 7:10 P.M. by Council President Zoey Kuspa.

Present: Priscilla Ayres-Reiss, Edward Gawlik Jr., Karen George, Christian Graziani, 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 Hennessey, DPS Director Kevin Anderson, Recreation Director Julie Goddard & Building Inspections Director Tim Leach

The purpose of this public hearing, duly advertised, is to entertain views and comments from interested individuals regarding the Dangerous Buildings Board's Recommendation to Demolish the Garage located at 12071 Devoe.

Moved by Rauch, supported by Ayres-Reiss, RESOLVED, that Council enters the public hearing.

No questions or comments from Council or audience.

Moved by Rauch, supported by Ayres-Reiss, RESOLVED that the Southgate City Council adjourn the public hearing at 7:11 p.m.

Motion carried unanimously.

Zoey Kuspa
Council President

Janice M. Ferencz
City Clerk

City of Southgate

PUBLIC HEARING

August 21, 2024

REGARDING: Demolition of Commercial Structure at 19364 Eureka

A Public Hearing of the Council of the City of Southgate was held on Wednesday, August 21, 2024 and was called to order at 7:11 P.M. by Council President Zoey Kuspa.

Present: Priscilla Ayres-Reiss, Edward Gawlik Jr., Karen George, Christian Graziani, 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 Hennessey, DPS Director Kevin Anderson, Recreation Director Julie Goddard & Building Inspections Director Tim Leach

The purpose of this public hearing, duly advertised, is to entertain views and comments from interested individuals regarding the Dangerous Buildings Board's Recommendation to Demolish the Commercial Structure Located at 19364 Eureka.

Moved by George, supported by Gawlik, RESOLVED, that Council enters the public hearing.

No questions or comments from Council or audience.

Moved by Ayres-Reiss, supported by Rauch, RESOLVED that the Southgate City Council adjourn the public hearing at 7:12 p.m. and reconvene during the September 18, 2024 regularly scheduled City Council Meeting.

Motion carried unanimously.

Zoey Kuspa
Council President

Janice M. Ferencz
City Clerk

City of Southgate

Special City Council Meeting

August 24, 2024

A Special Meeting of the Council of the City of Southgate was held on Wednesday, August 28, 2024 in the Southgate City Hall Council Chambers and was called to order at 6:30 PM by Council President Zoey Kuspa.

This meeting began with the Pledge of Allegiance.

Present: Priscilla Ayres-Reiss, Edward Gawlik, Karen George, Christian Graziani, Zoey Kuspa, Phil Rauch
Absent:
Also Present: Mayor Joseph G. Kuspa, City Attorney Amelia Zelenak, City Administrator Dan Marsh, Assistant City Administrator/Finance Director Doug Drysdale, City Clerk Janice Ferencz, Recreation Director Julie Goddard

Communications A:

1. Establishment of List of Applicants to be considered for Appointment moved by Rauch, supported by George, RESOLVED THAT the Southgate City Council move to adopt the established list of applicants: Benjamin Patton, Clifford Morris-Miller, Henry Laurent, Heather Pinage-Osmun, Gbade Akinjide, Victoria Araj, Dale Batko, Andrew Moul, W. Kirk Hayhurst, Elizabeth Kerry, Robert Lefief, Suzanne Straub, Adrienne Price, Veronica Giancecchi, Gary Martin.

Motion carried unanimously.

Note: Clifford Morris-Miller and Elizabeth Kerry were not in attendance.

2. Proposed Interview and Appointment Process for the Council Vacancy moved by George, supported by Ayres-Reiss, RESOLVED THAT the Southgate City Council Move to adopt the following interview and selection process:
 - After a council resolution to establish the process, qualifies applicants will be sequestered in the Caucus Room and will be called in, one at a time, to be interviewed. After an applicant is interviewed, the applicant may remain in the audience.
 - The City Attorney will ask the previously established questions, and applicants will have no more than three minutes to respond to each question.
 - After all applicants have been interviewed, councilmembers will provide their top three choices in writing to the City Clerk. Each choice will be given a point value: 1st – 3 points, 2nd – 2 points, 3rd – 1 point
 - The City Clerk will read aloud the responses of each councilmember and tabulate the results.
 - If there is a clear winner, the Council will appoint that individual.
 - If there is a tie, each councilmember may ask one additional question to the top placing applicants. Council will then revote in the same method previously used.

Motion carried unanimously.

The following ranking took place:

COUNCIL MEMBER	FIRST CHOICE (3 pts.)	SECOND CHOICE (2 pts.)	THIRD CHOICE (1 pt.)
RAUCH	Andrew Moul	Victoria Araj	W. Kirk Hayhurst
GAWLIK	Gary Martin	Victoria Araj	Dale Batko
GRAZIANI	Andrew Moul	Victoria Araj	Veronica Giancecchi
KUSPA	Gary Martin	Heather Pinage-Osmun	Robert Lefief
GEORGE	Gary Martin	Victoria Araj	Dale Batko
AYRES-REISS	Victoria Araj	Dale Batko	Gary Martin

3. According to the City Council established rules for filling a vacancy, the candidate receiving the most votes will be appointed. The candidate receiving the most votes is Victoria Araj.

Special City Council Meeting
August 28, 2024

Unscheduled Persons In Audience

Adjournment:

Moved by Rauch, supported by George, RESOLVED THAT this Special Meeting of the Southgate City Council be adjourned at 8:11 P.M. Carried unanimously.

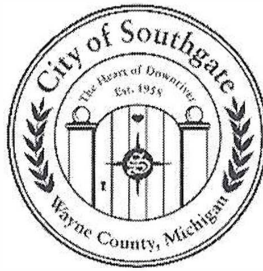
Zoey Kuspa
Council President

Janice M. Ferencz
City Clerk

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

City of Southgate

Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator

Date: August 30, 2024

Re: Contract Extension for Vehicle Towing and Impound Services

Included in this correspondence is a proposed contract extension from Norm and Eddie's Towing Service to extend their contract for an additional three years ending on December 31, 2027. The outlined fee and rate changes are the first changes requested in seven years. The Administration believes approval of this contract extension is in the best interest of the City.

Norm and Eddie's Towing has served the City for over 50 years and has always provided high quality service at a competitive rate. Approving this contract will provide the contractor an opportunity to invest in capital improvements, and it will ensure there is no disruption in our public safety response times and procedures.

Therefore, the Administration respectfully request City Council approve the three year contract extension.

If you have any questions please contact me.

Proposed Motion: To authorize the Mayor and City Clerk to sign the attached vehicle towing and impound services contract extension with Norm and Eddie's Towing (Brownstown, MI), for a term expiring December 31, 2027.

DIRECTOR
OF PUBLIC SAFETY
JOSEPH L. MARSH

CHIEF
MARK A. MYDLAREZ

ADMINISTRATION
(734) 258-3062

FAX: (734) 258-0540



City of Southgate

Police Department

14710 REAUME PARKWAY
CIVIC CENTER
SOUTHGATE, MICHIGAN 48190
(734) 258-3060

INVESTIGATIVE
BUREAU
(734) 258-3064

ORDINANCE
OFFICER
(734) 258-3030

FAX: (734) 245-1381

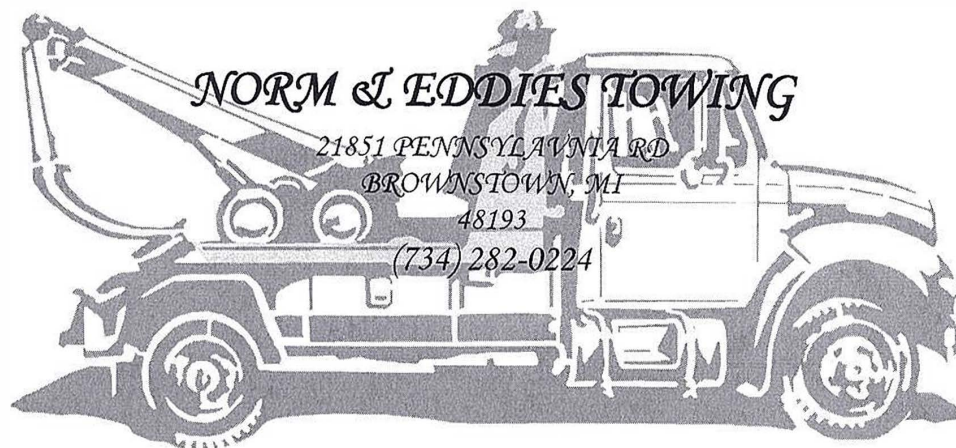
Mayor Kuspa,

I am writing in support of extending the current police towing contract between the City of Southgate and Norm & Eddies Towing Service. As you are aware, Norm & Eddies has been Southgate's towing service provider for over 50 years. The current contract with Norm & Eddies Towing Service is set to expire on December 31st, 2024. Throughout the years Norm & Eddies has maintained a positive relationship with the police department and we look forward to continuing to work together to achieve mutual success. In previous talks with City Administrator Dan Marsh, I agree with an extension of this contract through the 2027 calendar year. The extension of this contract will be beneficial to the City and our police department's needed towing services necessary in providing efficient public safety.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Joseph L. Marsh", is positioned above the printed name.

Joseph L. Marsh
Director of Public Safety
City of Southgate



DATE

Honorable Mayor:

Dear Ladies and Gentlemen,

Our current 7-year “Motor Vehicle Towing & Impound Service Contract” with the City of Southgate will expire on December 31, 2024. As you may be aware, Norm & Eddies has contracted for this service with the city for over 50 years dating back to the 1960’s. During this period of time we have continually expanded our services to meet the every changing needs of the community. Our proven track record with the city is testament to the fact that no competitor in the area responds quicker or more reliably when a call for service is made.

In your deliberations of this contract, it’s worth noting that all towing and impound companies are NOT the same. For example, in the recent past law enforcement authorities have targeted certain towing companies and their associates, alleging a plethora of illegal activities involving overcharges, bribery and kickbacks. Some of these investigations resulted in well

publicized criminal convictions of company officials and others whose sentence ranged from jail time, to substantial fines and in some cases revocation of business licenses. **None of these scandals pertained to Norm and Eddies**, where we take great pride in delivering honest, dependable, and reasonable services and always with full disclosure.

In order to facilitate my business plans for the future, including making substantial capital outlays, I am respectfully requesting that our current contract be extended for three (3) additional years to cover the period of January 1, 2025 thru December 31, 2027.

In conclusion, it is my sincerest hope that the city will opt to continue the longstanding trusted relationship with Norm and Eddies. As always, should you have questions or concerns, feel free to contact me at your convenience at: (734) 282-0224 (work) or (734) 341-1298 (cell). I am also available to meet in person with the mayor and/or city council if desired. City administration dating back to mayor Robert Reaume and continuing to present, have contracted with confidence with Norm and Eddies, knowing that in so doing you not only get proven reliability at a reasonable cost, you get a trusted partner. More than mere words, these are facts borne out by the five decades of continuous service we have been honored to provide to the city of Southgate and the public at large.

I am proposing the following six changes. One of the changes is the term of the Towing Contract with the City of Southgate. The other change would slightly increase storage fees, & towing to the amount equal to the amount routinely charged by other area Towing Company's. This is the first increase requested in seven years.

I am proud of the five decades of professional service that I have provided to the City and wish to continue our business relationship. This request

extension offers the mutual benefits of economic stability and service reliability, and is supported by the Southgate Police Department.

I have attached for your review and approval an ADDENDUM TO THE MOTOR VEHICLE TOWING & IMPOUND SERVICE CONTRACT.

Your timely consideration of this matter is appreciated. As always should you have any questions feel free to contact me at: (734) 282-0224 (work) or (734) 341-1298 (cell).

Respectfully,

Phillip M. Burris
Owner/Operator
Norm & Eddies Service, Inc.

“ADDENDUM TO THE MOTOR VEHICLE TOWING & IMPOUND SERVICE CONTRACT” BETWEEN THE CITY OF SOUTHGATE, MICHIGAN AND NORM & EDDIES SERVICE, INC. – (January 1, 2025– December 31, 2027).

SECTION 1. TERM.

The CITY agrees to utilize the services of the CONTRACTOR and a period of three (3) years, **dating from the 1st of January 2025, through the 31th day of December 2027**, and the CONTRACTOR agrees to provide services for such period upon terms and condition set forth herein. At the option of the Mayor and City Council of the CITY, this contract may be renegotiated at the end of the three – **year period or may be extended for an additional three (3) years.**

SECTION 4. TOWING AND STORAGE CHARGES.

1. A minimum towing charge of \$ 150.00 from \$125.00
2. A minimum towing charge of \$150.00 for all services requiring a flatbed.
3. A flat hourly rate of \$100.00 per hour for time spent in excess of one hour at the scene (accidents, fires, criminal investigations, etc.
4. Storage charges of \$34.00 from \$28.00 per day, of which the sum of \$12.00 from \$10.00 shall be remitted to the City of Southgate.
5. The City of Southgate will get all the Forfeiture monies minus the first \$150.00 per Vehicle.
6. New to contract
MOTORCYLES: A MINIMUM TOWING CHARGE OF \$250.00
CUSTOM MOTORCYLES: A MINIMUM TOWING CHARGE OF \$350.00
ONE TON TRUCKS AND DIESEL TRUCKS : A MINIMUM TOWING CHARGE OF \$350.00

**IN WITNESS WHEREOF, the parties have executed this agreement
by their duly authorized representatives this ____ day of ____,
2024,**

WITNESSES

**City of Southgate, Michigan
A Municipal Corporation**

**By: _____
Joseph G, Kuspa / Mayor**

**By: _____
Janice M. Ferencz / Clerk**

**PHILLIP M. BURRIS
Owner /operator Norm & Eddies**

Service

**By: _____
Phillip M. Burris**

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.

City of Southgate

August 29, 2024

To the Honorable
City Council
Southgate, Michigan 48195

Re: Purchase of PowerDMS PowerReady Module **(Waiver of Bid)**

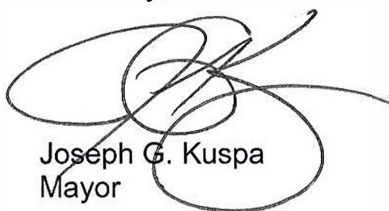
Ladies and Gentlemen:

I have reviewed the above with the Police Chief and I concur with his recommendation to award the bid for PowerReady training module to PowerDMS, El Segundo, California. The cost of the subscription is \$3,219.18 for the period through July 5, 2025 and a one-time set up fee of \$3,763.00, for a total cost of \$6,982.18. PowerDMS is our current online document storage platform vendor.

Funds are available in the Federal Forfeiture Fund.

Your favorable consideration of this matter is greatly appreciated.

Sincerely,

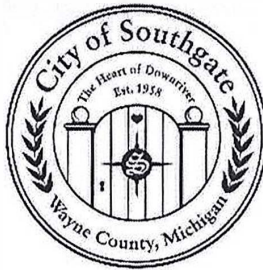


Joseph G. Kuspa
Mayor

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



- CITY COUNCIL -

ZOEY KUSPA
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

ED GAWLIK JR.

City of Southgate

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Douglas Drysdale, Assistant City Administrator / Finance Director *DWD*
DATE: August 28, 2024
RE: Recommendation to Approve Purchase of PowerDMS PowerReady Module

I have reviewed the above with the Police Chief, and concur with his recommendation to award the purchase of the PowerReady training management module to PowerDMS (El Segundo CA). The initial subscription cost is \$3,219.18 for the period through July 5, 2025,, plus a one-time setup fee of \$3,763.00, for a total initial cost of \$6,982.18. PowerDMS is the vendor providing our current online document storage platform.

Funds are available in the Federal Forfeiture Fund.

Proposed Motion

Approve purchase of PowerReady training management module from PowerDMS (El Segundo CA) in the total amount of \$6,982.18, for a term ending July 5, 2025.



SOUTHGATE POLICE DEPARTMENT MEMO

To: Honorable Mayor Kuspa
From: Mark A. Mydlarz, Chief of Police
Re: **Purchase approval / Waiver of Bid**

Date: August 28th, 2024

Dear Mayor Kuspa,

In 2020, City Council approved the purchase of our PowerDMS document storage platform for the original purchase price of \$6,175.96. Since the police department began using this storage platform we have increased our authorized users to now include the Fire Department personnel and have purchased the MACP Accreditation suite package which helps us organize our required accreditation documents to ensure that we are meeting all accreditation standards.

PowerDMS offers an additional module called PowerReady. The PowerReady module will manage our field training program for new officers, as well as probationary officers and on-boarding of newly promoted supervisors. In addition, PowerReady streamlines the performance evaluation process for our officers and supervisors. Currently, field training materials and documentation are done by hand and stored as hard copies. The integration of the PowerReady module provides real time feedback of new officers in the field training program allowing trainers to see how new officers are progressing and where additional training is needed.

The initial pro-rated cost of the PowerReady module is \$3,219.18 for a term ending July 5, 2025 with a one-time set up fee of \$3,763.00 for a total cost of \$6,982.18. It is my recommendation that we waive the bid and purchase the PowerReady module from PowerDMS Inc. located at 2120 Park Pl, Suite 100, El Segundo, CA 90245. This purchase will be covered using Federal Forfeiture funds.

With your concurrence, I respectfully request this item be placed on the City Council's agenda for the meeting scheduled on September 04th, 2024 for purpose of waiver of bid and purchase approval.

Sincerely,

A handwritten signature in black ink that reads "Mark A. Mydlarz". The signature is stylized with a cursive font and a long, sweeping underline.

Mark A. Mydlarz
Chief of Police

cc: City Administrator, Finance Director, Chief Mydlarz, Public Safety Commission (7), file



t 800.749.5104
2120 Park Pl. Suite 100
El Segundo, CA 90245

NEOGOV

Contract Details

Account Number:	A-208658	Order #:	Q-275207
Customer:	Southgate Police Department (MI)	Valid Until:	9/15/2024
Employee Count:	50		
Sales Rep:	Jared Goldberg		

Customer Contact

Billing Contact:	Southgate Police Department (MI) Joseph Marsh	Shipping Contact:	Southgate Police Department (MI) Joseph Marsh
Billing Address:	14710 Reaume Parkway Southgate, MI 48195-2596	Shipping Address:	14710 Reaume Parkway Southgate, MI 48195-2596
Billing Contact Email:	jmarsh@ci.southgate.mi.us	Shipping Contact Email:	jmarsh@ci.southgate.mi.us
Billing Phone:	(734) 258-3046	Shipping Phone:	(734) 258-3046

Payment Terms

Payment Term:	Net 30	Notes:	
PO Number:			

Subscription Service

Activate PowerReady - Prorated
Subscription

Item	Type	Start Date	End Date	Qty	Price	Total (USD)
PowerReady Subscription	Recurring	9/16/2024	7/5/2025	50	\$4,000.00	\$3,219.18
The PowerReady Annual subscription provides an agency-wide license for unlimited number of programs and includes; Mobile Accessibility, Email Notifications, Unlimited Late Form and Trainee Performance Alerts, Ongoing training resources, Ongoing software updates, Access to Industry Partnerships, Ongoing Support & Maintenance.						
PowerReady Setup	Services	--	7/5/2025	50	\$3,763.00	\$3,763.00
A one-time implementation fee that includes access to all online/virtual resources which assist the customer in configuring their site. These resources include video tutorials and trainings, user guides, and a PowerFTO Implementation Consultant to assist in training sessions.						
Activate PowerReady - Prorated Subscription TOTAL:						\$6,982.18
Total:						\$6,982.18

This price does NOT include any sales tax. Total in USD

Additional Terms and Conditions

Payment Terms: All invoices issued hereunder are due upon the invoice due date. The fees set forth in this Order Form are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable. Payment for services ordered hereunder shall be made to PowerDMS, Inc., a wholly owned subsidiary of GovernmentJobs.com, Inc. (D/B/A NEOGOV).

Terms & Conditions: This Order Form creates a legally binding contract on the parties. Unless otherwise agreed in a written agreement between GovernmentJobs.com, Inc. (D/B/A/ NEOGOV), parent company of PowerDMS, Inc., Cuehl, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, "NEOGOV") and Customer, this Order Form and the services to be furnished pursuant to this Order Form are subject to the terms and conditions set forth here: <https://www.neogov.com/service-specifications>. The Effective Date (as defined in the terms and conditions) shall be the Subscription Start Date.

Special Conditions



t 800.749.5104
2120 Park Pl. Suite 100
El Segundo, CA 90245



Accepted and Agreed By Authorized Representative of:
Southgate Police Department (MI)

Signature: _____

Printed Name: _____

Title: _____

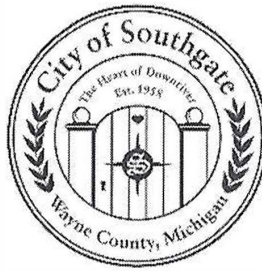
Date _____

THE INFORMATION AND PRICING CONTAINED IN THIS ORDER FORM IS STRICTLY CONFIDENTIAL.
YOUR SIGNATURE CONSTITUTES ACCEPTANCE OF TERMS HEREIN AND
CONTRACTUAL COMMITMENT TO PURCHASE THE ITEMS LISTED ABOVE.

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.

City of Southgate

Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator

Date: August 30, 2024

Re: Changes to City Code Chapter 666.04 Trespass; Vagrancy

The Administration is recommending the following changes to Chapter 666.04 Trespass; Vagrancy (changes underlined for emphasis):

(b) No person shall unlawfully lodge in or unlawfully be found at any time in sheds, barns, stables, unoccupied buildings, and like structures, or public places. without giving a good account of himself or herself.

(c) No person shall camp, use camping facilities, including but not limited to tents, huts, or temporary shelters, or use camp paraphernalia including but not limited to cots, beds, sleeping bags, hammocks or tarps in any public street, park, sidewalk, alleyway, public easement, public lot, or public area.

Adoption of this new language will strengthen the City's ability to prevent individuals from living in public spaces and will help law enforcement connect unhoused individuals with shelter resources.

As this is a first reading, no action is needed at this time.

If you have any questions please contact me.