

# Southgate City Council Agenda

## Council Chambers

Wednesday March 21, 2018

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

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1. Officials Reports
2. Discussions regarding agenda items.
3. Ordinance 608.01

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

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#### *Pledge of Allegiance*

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

**Minutes:**

1. Work Study Session Minutes dated March 7, 2018.
2. Regular City Council Meeting Minutes dated March 7, 2018.

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

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

1. Letter from the City Administrator; Re: Bid for water system supplies-Copper Tubing
2. Letter from the City Administrator; Re: Bid for water related supplies

#### **Scheduled Hearings:**

#### **Communications "A" –**

1. Letter from the Finance Director/ACA; Re: Preliminary Review Application for Waiver and Plan (Act 202 of 2017)
2. Letter from the City Administrator; Re: DDA Bylaws

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

**Ordinances:** Ordinance 608.01

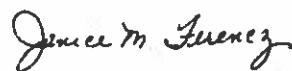
**Old Business:**

**New Business:**

**Unscheduled Persons in the Audience:**

**Claims & Accounts:** Warrant #1349 in the amount of \$1,955,837.69– see warrant

**Adjournment:**



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**Janice M. Ferencz, City Clerk**

**JOSEPH G. KUSPA**  
*Mayor*

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

**JAMES E. DALLOS**  
*Treasurer*



**City of Southgate**  
**Celebrating 60 Years!**

**- CITY COUNCIL -**

**JOHN GRAZIANI**  
*Council President*

**MARK FARRAH**

**SHERYL DENMAN**

**KAREN E. GEORGE**

**BILL COLOVOS**

**DALE W. ZAMECKI**

**PHILLIP J. RAUCH**

**Memorandum**

**To:** Honorable City Council Members

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

**Date:** March 15, 2018

**Re:** Re: Bid for the Purchase of water system supplies-Copper tubing

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I have reviewed the bids and agree with the DPW director to award the bid for water system supplies-Copper Tubing to Michigan Pipe & Valve from Jackson MI. They were the lowest bid and meet the bid specifications.

Your favorable consideration of this matter is requested.

Sincerely,

Dustin Lent, City Administrator

**JOSEPH G. KUSPA**  
*Mayor*

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

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**PHILLIP J. RAUCH**

**MEMORANDUM**

**TO:** The Honorable Mayor and City Council

**FROM:** David Angileri, Assistant City Administrator/Finance Director 

**DATE:** March 13, 2018

**RE:** Recommendation for Water System Supplies-Copper Tubing

I have reviewed the above with the DPS Director and concur with his recommendation to award this bid to Michigan Pipe & Valve, Jackson, Michigan.

Adequate funds are budgeted in the Water and Sewer Fund accounts for this purchase.

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From the Desk of:

Robert Tarabula

Director, D.P.S.

March 13, 2018

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To: David Angileri  
Finance Director

Re: Bid Recommendation: Water System Supplies – Copper Tubing

I have reviewed the bids submitted for Water System Supplies (Copper Tubing) along with Water Systems Supervisor Brian Pearson. We find Michigan Pipe & Valve to be the best choice for the city, based upon the following:

- They meet the bid specifications
- They are the low bidder

Therefore, I recommend that (for a period of two years) the bid is awarded to:

<p>Michigan Pipe &amp; Valve 3604 Page Ave Jackson, MI 49203 (517) 764-9151</p>
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If you have any questions, please contact me.

RT/dm

Enclosures: Bid Tabulation

(D/Bids-A: F4 Bid Recommendation: Water System Supplies – Copper Tubing)

**City of Southgate**  
14719 Schafer Court  
Southgate, MI 48195  
(734) 258-3079

**Department of Public Services**

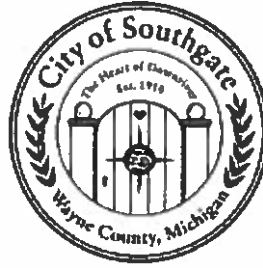
**Bid Tabulation – Water System Supplies- Copper Tubing**

<b>Company</b>	<b>Bid Amount</b>
<b>Core and Main</b>	<b>\$3,427.20</b>
<b>Michigan Pipe &amp; Valve</b>	<b>\$ 3,153.16</b>

**JOSEPH G. KUSPA**  
*Mayor*

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**PHILLIP J. RAUCH**

**Memorandum**

**To:** Honorable City Council Members

**From:** Dustin Lent, City Administrator

**Date:** March 15, 2018

**Re:** Re: Bid for the Purchase of water system supplies-Lead-free curb stops & couplings

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I have reviewed the bids and agree with the DPW director to award the bid for water system supplies Lead-free curb stops & couplings to Core and Main LP. From Canton MI. They were the lowest bid and meet the bid specifications.

Your favorable consideration of this matter is requested.

Sincerely,

Dustin Lent, City Administrator

**JOSEPH G. KUSPA**  
*Mayor*

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**PHILLIP J. RAUCH**

## **MEMORANDUM**

**TO:** The Honorable Mayor and City Council

**FROM:** David Angileri, Assistant City Administrator/Finance Director 

**DATE:** March 13, 2018

**RE:** Recommendation for Water Related Supplies

I have reviewed the above with the DPS Director and concur with his recommendation of awarding this bid to Core and Main, Canton, MI.

Adequate funds are available in the Water and Sewer Fund for this purpose.

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From the Desk of:

Robert Tarabula

Director, D.P.S.

March 13, 2018

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To: David Angileri  
Finance Director

Re: Bid Recommendation: Water System Supplies – Lead-free Corp. Stops,  
Curb Stops & Couplings

I have reviewed the bids submitted for Water System Supplies (lead-free corp. stops, curb stops, & couplings) along with Water Systems Supervisor Brian Pearson. We find Core and Main, LP to be the best choice for the city, based upon the following:

- They meet the bid specifications
- They are the low bidder

Therefore, I recommend that (for a period of two years) the bid be awarded to:

Core and Main, LP 4901 Dewitt Canton, MI 48188 (734) 398-5950
--

If you have any questions, please contact me.

RT/dm

Enclosures: Bid Tabulation

(D/Bids-A: F4 Bid Recommendation: Water System Supplies)



**City of Southgate**  
14719 Schafer Court  
Southgate, MI 48195  
(734) 258-3079

Department of Public Services

**Bid Tabulation – Lead-free Corp. Stops, Curb Stops & Couplings**

<b>Company</b>	<b>Bid Amount</b>
<b>Core and Main, LP</b>	<b>\$ 19,333.77</b>
<b>Michigan Pipe &amp; Valve</b>	<b>\$ 21,483.82</b>

JOSEPH G. KUSPA  
*Mayor*

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**MEMORANDUM**

**TO:** The Honorable Mayor and City Council

**FROM:** David Angileri, Assistant City Administrator/Finance Director 

**DATE:** March 15, 2018

**RE:** Preliminary Review Application for Waiver and Plan (Act 202 of 2017)

Mayor and City Council:

*Attached, please find the Michigan Department of Treasury's form # 5583 (Application for Waiver and Plan Public Act 202 of 2017): **Defined Benefit Pension System**. This is a new requirement as a result of the law passed this past December 2017.*

We have discussed this during our Audit presentations and Budget Sessions. Similar to some of the newer GASB reporting requirements, this new report formalizes the City's position with the State. The threshold for the Police and Fire Retirement System is 60% funded. The System is at 59.6% funded or .4% under the threshold but still is considered in underfunded status. The attached form #5583 will show that changes made to the **System Design** along with **Additional Funding** made in the last year and the investment income for 2017 of over five million dollars that the pension system funding should be over 63% by 2019.

City Council approval is here by requested.

If you have any questions regarding this new report, please contact me.

# Protecting Local Government Retirement and Benefits Act

## Application for Waiver and Plan:

### Defined Benefit Pension Retirement Systems

Issued under authority of Public Act 202 of 2017.

#### 1. MUNICIPALITY INFORMATION

Local Unit Name: City of Southgate Six-Digit Muni Code: 822270  
Defined Benefit Pension System Name: City of Southgate Policeman and Fireman Retirement System  
Contact Name (Administrative Officer): David Angileri  
Title if not Administrative Officer: Assistant City Administrator/Finance Director  
Email: dangileri@ci.southgate.mi.us Telephone: (734) 258-3017

#### 2. GENERAL INFORMATION

**Application for Waiver and Plan:** This Application for Waiver and Plan may be filed by any local unit of government with at least one defined benefit pension retirement system that has triggered a preliminary review of underfunded status. In accordance with Public Act 202 of 2017 (the Act), if the state treasurer determines that the underfunded status is adequately being addressed by the local unit of government, the state treasurer shall issue a waiver of the determination of underfunded status. If requesting a waiver, you must submit a separate and unique application for each underfunded retirement system as determined by the *2017 Retirement System Annual Report (Form 5572)*.

**Due Date:** The local unit of government has **45 days from the date of notification** to complete and file the Application for Waiver and Plan. Failure to file within 45 days will result in a determination of underfunded status for your local unit of government as defined by the Act, and your local unit of government will be required to submit a corrective action plan to the Municipal Stability Board for approval.

**Filing:** This Application for Waiver and Plan must be approved by the local government's administrative officer and its governing body. **You must provide proof of your governing body approving this Application for Waiver and Plan and attach the documentation as a separate PDF document.** Failure to provide documentation that demonstrates approval from your governing body will automatically result in a denial of the waiver application.

The completed application must be submitted via email to [LocalRetirementReporting@michigan.gov](mailto:LocalRetirementReporting@michigan.gov). **If you have multiple underfunded retirement systems, you are required to complete separate applications and send a separate email for each underfunded system.** Please attach each application as a separate PDF document in addition to all applicable supporting documentation.

The subject line of the email(s) should be in the following format: **Waiver-2017, Local Unit Name, Retirement System Name** (e.g. Waiver-2017, City of Lansing, Employees' Retirement System Pension Plan). Treasury will send an automatic reply acknowledging receipt of the email. Your individual email settings must allow for receipt of Treasury's automatic reply. This will be the only notification confirming receipt of the application(s).

**Considerations for Waiver:** A successful Application for Waiver and Plan will demonstrate what your local unit has **already done** to adequately address its underfunded status. Prospective solutions will not be granted merit in determining the outcome of the waiver application (e.g. future amendments to collective bargaining agreements, upcoming millage proposals, potential budget changes, etc.). However, Treasury may consider additional ongoing funding dedicated to your retirement system if those commitments have been formally enacted by the governing body and can be documented. Section three of this waiver application allows the local unit of government to enter a brief description

of prior actions that have already been implemented to adequately address its underfunded status. For purposes of Sec. 6.(1) of the Act, this application will also be considered the plan.

Underfunded status for a defined benefit pension system is defined as being less than 60% funded according to the most recent audited financial statements, and, if the local unit of government is a city, village, township, or county, the actuarially determined contribution for all of the defined benefit pension retirement systems of the local unit of government is greater than 10% of the local unit of government's annual governmental fund revenues, based on the most recent fiscal year.

### 3. DESCRIPTION OF PRIOR ACTIONS

Prior actions are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prior actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement system as a whole.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what has the local unit of government done to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

**Note:** Please provide the name of the system impacted, the date you made the change, the relevant page number(s) within the supporting documentation, and the resulting change to the system's funded ratio.

#### Category of Prior Actions:

**System Design Changes** - System design changes may include the following: Lower tier of benefits for new hires, final average compensation limitations, freeze future benefit accruals for active employees in the defined benefit system, defined contribution system for new hires, hybrid system for new hires, bridged multiplier for active employees, etc.

**Sample Statement:** *The system's multiplier for current employees was lowered from 2.5X to 2X for the General Employees' Retirement System on January 1, 2017. On page 8 of the attached actuarial supplemental valuation, it shows our funded ratio will be 60% by fiscal year 2020.*

#### Enter System Design Statement here:

The City has negotiated with its public safety bargaining units a limitation on the amount of annual pension benefits for all public safety members. Effective July 1, 2018 the City has negotiated an increase of the employee annual pension contribution to 8%. For Police and Fire employees hired after 2008 pension benefits are calculated on base wage only. Employees hired after July 1, 2018 are no longer afforded with employee annuity withdrawal for member contributions. In 2017 the City eliminated the ability for Employees to purchase prior service credit under the pension system.

**Additional Funding** – Additional funding may include the following: voluntary contributions above the actuarially determined contribution, bonding, millage increases, restricted funds, etc.

**Sample Statement:** *The local unit provided a lump sum payment of \$1 million to the General Employees' Retirement System on January 1, 2017. This lump sum payment was in addition to the actuarially determined contribution (ADC) of the*

system. The additional contribution will increase the retirement system's funded ratio to **61% by 2025**. Please see page 10 of the attached enacted budget, which highlights this contribution of **\$1 million**.

**Enter Additional Funding Statement here:**

The City has continued to increase the Act 345 millage rate each year in order to continue to meet funding demands of the system. In Fiscal Year 2017/2018 the increase will add \$1,087,000 to the Police and Fire Retirement Fund. These funds are projected to increase the total funding to 63% by 2019. In addition the City will be experiencing the benefit if additional employee contributions beginning in 2018. Attached is an updated actuarial valuation for 2017 demonstrating funding has improved to 61.5% as shown on Page A3

**Other Considerations** – Other considerations may include the following: outdated Form 5572 information, enterprise fund revenue considerations, actuarial assumption changes, amortization policy changes, etc.

**Sample Statement:** *The information provided on the Form 5572 from the audit used actuarial data from 2015. Attached is an updated actuarial valuation for 2017 that shows our funded ratio has improved to 62% as indicated on page 13.*

**Sample Statement:** *50% of our retirement liabilities are attributable to employees within our enterprise divisions as shown in the attached analysis, yet we could not include enterprise revenue as part of our governmental funds. The attached analysis shows that our revenue ratio (ADC / Total Governmental Funds) would only be 5% when including enterprise funds within the calculation.*

**Enter Other Considerations Statement here:**

The System accrued \$5,235,301 in investment income as shown on Page a-4.

**4. DOCUMENTATION ATTACHED TO THIS WAIVER APPLICATION AND PLAN**

Documentation must be attached as a .pdf to this waiver application. The documentation must demonstrate the prior actions that have already been implemented to adequately address the local unit of government's underfunded status. Please ensure this documentation directly supports and highlights the systems funded ratio as entered in section three of the waiver application above. Please check all documents that are included as part of this application and attach in successive order as provided below:

Naming convention: when attaching documents please use the naming convention shown below. If there is more than one document in a specific category that needs to be submitted, include a, b, or c for each document. For example, if you are submitting two supplemental valuations, you would name the first document "Attachment 2a" and the second document "Attachment 2b".

Continued on Page 4.

**Naming Convention**

- Attachment – 1
- Attachment – 1a
  
- Attachment – 2a
  
- Attachment – 3a
- Attachment – 4a
  
- Attachment – 5a
  
- Attachment – 6a
  
- Attachment – 7a

**Type of Document**

- This Waiver Application and Plan (Required)**  
**Documentation from the governing body approving the Waiver Application and Plan (Required)**
  
- Actuarial Analysis (annual valuation, supplemental valuation, projection)
  
- Internally Developed Projection Study
  
- Documentation of additional payments in past years that is not reflected in your audited financial statements (e.g. enacted budget, system provided information).
  
- Documentation of commitment to additional payments in future years (e.g. resolution, ordinance)
  
- A plan that the local unit has already approved to address its underfunded status, which includes documentation of prior actions and the positive impact on the system's funded ratio
  
- Other documentation, not categorized above

**5. LOCAL UNIT OF GOVERNMENT'S ADMINISTRATIVE OFFICER APPROVAL OF WAIVER APPLICATION AND PLAN**

I \_\_\_\_\_, as the government's administrative officer (*enter title*) \_\_\_\_\_ (Ex: City/Township Manager, Executive director, Chief Executive Officer, etc.) approve this Application for Waiver and Plan. We are requesting a waiver of underfunded status, because we have already implemented substantial changes to our retirement system as described above.

I confirm to the best of my knowledge that because of the changes listed above the following statement will occur:

The Retirement Pension System listed below will achieve a funded status of at least 60% by the Fiscal Year listed below.

Retirement Pension System Name: City of Southgate Policeman and Fireman Retirem Fiscal Year: 18/19

Signature: \_\_\_\_\_

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

Public Act 202 of 2017 Pension Report

Enter Local Unit Name	City of Southgate, Michigan
Enter Local Unit Mailing Address	822270
Fiscal Year (four-digit year only, e.g. 2017)	2017
Contact Name (Chief Financial Officer)	David Anglin
Title (if not CFO)	Finance Director
Contact Email Address	danglin@southgate.mi.us
Contact Telephone Number	734 259-3020

Instructions/Questions: For a list of detailed instructions on how to complete and submit this form, visit [michigan.gov/LocalRetirementReporting](http://michigan.gov/LocalRetirementReporting). For questions, please email [LocalRetirementReporting@michigan.gov](mailto:LocalRetirementReporting@michigan.gov). Return this original Excel file. Do not submit a scanned image or PDF.

Section	City of Southgate Municipal Employees' Retirement System	City of Southgate Policemen and Firemen Retirement System
1. Provide the name of your retirement pension system		
2. Enter retirement pension system's assets (plan fiduciary net position ending)	18,719,289	43,250,895
3. Enter retirement pension system's liabilities (total pension liability ending)	29,164,577	71,513,577
4. Date (this year ending or valuation of system's assets and liabilities (e.g. 12/31/2016))	12/31/16	6/30/17
5. Accuracy Determined Contribution (ADC)	854,841	2,940,074
6. Governmental Fund Revenues	27,403,773	27,403,773
7. Is this unit a primary unit (County, Township, City, Village)?	YES	YES
8. Funded ratio	84.2%	99.6%
9. All plan combined ADC/Governmental fund revenues	13.8%	13.8%
10. Does this unit's "underfunded status" as defined by PA 202 of 2017?	NO	YES
11. Primary unit budget: Less than 60% funded AND greater than 50% ADC/Governmental fund revenues. Non-Primary unit budget: Less than 60% funded	0.0%	0.7%
	NO	NO
	NO	NO

By emailing this report to the Michigan Department of Treasury, the local unit of government acknowledges that these statements are complete and accurate in all known respects. Act 202 of 2017 also requires the local unit of government to electronically submit the report to its governing body.

**CITY OF SOUTHGATE  
2017 - 2018 FISCAL YEAR BUDGET  
MILLAGE RATE SUMMARY**

<b><u>CITY</u></b>	<b><u>13/14</u></b>	<b><u>14/15</u></b>	<b><u>15/16</u></b>	<b><u>16/17</u></b>	<b><u>17/18</u></b>
Operating	10.1366	10.1366	10.1366	10.1366	10.0950
Rubbish	2.4326	2.4326	2.4326	2.4326	2.4226
Act 345 Police & Fire Retirement	6.973	7.3600	7.4200	8.0260	10.5600
Act 359 of 1925		0.074	0.0740	0.0740	0.0740
Roads	1.9334	1.9334	1.9334	1.9334	1.9334
Library	0.8800	0.8800	0.8800	0.8800	0.8800
<b>TOTAL CITY MILLAGE</b>	<b>22.3556</b>	<b>22.8166</b>	<b>22.8766</b>	<b>23.4826</b>	<b>25.9651</b>

**COUNTY**

Operating & Jail	7.5761	7.5761	7.5761	7.5761	7.5761
WC Parks	0.2459	0.2459	0.2459	0.2459	0.2459
Huron/Clinton	0.2154	0.2154	0.2154	0.2154	0.2154
ISD/S. ED.	3.4643	3.4643	3.4643	3.4643	3.4643
Community College	2.4844	2.4844	2.4844	2.4844	2.4844
EPA Levy	1.766	1.5770	1.3742	1.5260	1.3995
W.C.T.A.	0.5980	0.5980	0.5980	0.5980	0.5980
<b>TOTAL COUNTY MILLAGE</b>	<b>16.3501</b>	<b>16.1611</b>	<b>15.9583</b>	<b>16.1101</b>	<b>15.9836</b>

**SCHOOL**

Operating	6.0000	6.0000	6.0000	6.0000	6.0000
Debt Retirement	5.1500	5.1500	5.1500	5.1500	5.1500

<b>TOTAL MILLAGE (SOUTHGATE)</b>	<b>44.7057</b>	<b>44.9777</b>	<b>44.8349</b>	<b>45.5927</b>	<b>47.9487</b>
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## Determination of Unfunded Actuarial Accrued Liability

	June 30,	
	2017	2016
A. Accrued Liability		
1. For retirees and beneficiaries	\$52,144,215	\$52,406,109
2. For vested terminated members	904,498	840,786
3. For present active members		
a. Value of expected future benefit payments	28,789,148	27,948,420
b. Value of future normal costs	9,442,117	9,917,339
c. Active member accrued liability: (a) - (b)	19,347,031	18,031,081
4. Total accrued liability	72,395,744	71,277,976
B. Present Assets (Funding Value)*	44,487,598	43,576,823
C. Unfunded Actuarial Accrued Liability: (A.4) - (B)	27,908,146	27,701,153
D. Funding Ratio: (B) / (A.4)	61.5%	61.1%
E. Funding Ratio: Market Value Basis	59.3%	55.0%

\* Net of Excess Earnings Reserve of \$356,152 for June 30, 2017, and \$390,754 for June 30, 2016.

## Development of Funding Value of Assets

Year Ended June 30:	2014	2015	2016	2017	2018	2019	2020
A. Funding Value Beginning of Year	\$41,888,768	\$44,251,466	\$44,321,849	\$43,967,577			
B. Market Value End of Year	45,921,357	43,130,491	39,572,048	43,250,895			
C. Market Value Beginning of Year	41,066,879	45,921,357	43,130,491	39,572,048			
D. Non-Investment Net Cash Flow	(1,558,488)	(2,252,447)	(2,339,438)	(1,556,454)			
E. Investment Income							
E1. Market Total: B - C - D	6,412,966	(538,419)	(1,219,005)	5,235,301			
E2. Assumed Rate of Investment Return	7.50%	7.50%	7.50%	7.25%			
E3. Amount for Immediate Recognition	3,083,214	3,234,393	3,236,410	3,131,228			
E4. Amount for Phased-In Recognition: E1-E3	3,329,752	(3,772,812)	(4,455,415)	2,104,073			
F. Phased-In Recognition of Investment Income							
F1. Current Year: 0.25 x E4	\$832,438	(943,203)	(1,113,854)	526,018	\$ 526,018		
F2. First Prior Year	(26,626)	832,438	(943,203)	(1,113,854)	(1,113,854)	\$ 526,018	
F3. Second Prior Year	(774,174)	(26,626)	832,438	(943,203)	(943,203)	(1,113,853)	\$ 526,018
F4. Third Prior Year	806,334	(774,172)	(26,625)	832,438	(943,203)	(1,113,853)	\$ 526,019
F5. Total Recognized Investment Gain	837,972	(911,563)	(1,251,244)	(698,601)	(1,531,039)	(587,835)	526,019
G. Funding Value End of Year							
G1. Preliminary Funding Value End of Year: (A+D+E3+F5)	44,251,466	44,321,849	43,967,577	44,843,750			
G2. Upper Corridor Limit: 120% x B	55,105,628	51,756,589	47,486,458	51,901,074			
G3. Lower Corridor Limit: 80% x B	36,737,086	34,504,393	31,657,638	34,600,716			
G4. Adjustment to Funding Value	0	0	0	0			
G5. Funding Value End of Year	44,251,466	44,321,849	43,967,577	44,843,750			
H. Difference between Market & Funding Value: B-G5	1,669,891	(1,191,358)	(4,395,529)	(1,592,855)			
I. Recognized Rate of Return	9.5%	5.4%	4.6%	5.6%			
J. Market Rate of Return	15.9%	(1.2)%	(2.9)%	13.5%			
K. Ratio of Funding Value to Market Value	96.4%	102.8%	111.1%	103.7%			

The Funding Value of Assets recognizes assumed investment income (line E3) fully each year. Differences between actual and assumed investment income (line E4) are phased-in over a closed 4-year period. During periods when investment performance exceeds the assumed rate, Funding Value of Assets will tend to be less than Market Value. During periods when investment performance is less than the assumed rate, Funding Value of Assets will tend to be greater than Market Value. The Funding Value of Assets is unbiased with respect to Market Value. At any time it may be either greater or less than Market Value. If actual and assumed rates of retirement income are exactly equal for 3 consecutive years, the Funding Value will become equal to Market Value.

**City of Southgate**

**-And-**

**Southgate Command Officers Association  
POLC**

**Tentative Agreement**

**October 26, 2017**

**THE CITY OF SOUTHGATE  
AND  
SOUTHGATE  
COMMAND OFFICERS ASSOCIATION POLC**

**TENTATIVE AGREEMENT  
October 26, 2017**

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1. **DURATION - 4 years**

July 1, 2018 to June 30, 2022

2. **WAGES –**

- A. Effective January 1, 2018: 0.5% Increase (**Early Sign-on Bonus**)
- B. Effective July 1, 2018: 2.0% Increase
- C. Effective July 1, 2019: 2.0% Increase
- D. Effective July 1, 2020: 1.5% Increase
- E. Effective July 1, 2021: 1% Increase

3. **PENSION BENEFITS –**

See attached.

4. **PENSION**

- A. Effective July 1, 2018 the employee pension contribution shall be raised by 0.5%.
- B. Effective July 1, 2019 the employee pension contribution shall be raised to 0.5%.
- C. Effective July 1, 2020 the employee pension contribution shall be raised to 0.25%
- D. Effective July 1, 2021 the employee pension contribution shall be raised by 0.25%.

E. Effective upon ratification Annuity accrual for employee pension contributions shall cease for all members of the bargaining unit hired after July 1, 2018.

5. **PROMOTIONS**

Promotion procedure shall be modified as follows: written examination shall be worth 60%, oral interview shall be worth 40%, successful applicants must possess an overall combined passing score of 70% or higher to be placed on the eligibility list. Sgt. that do not get at least a 50% on the written will not go on to the oral. To take effect at time of ratification.

6. **HEALTH INSURANCE**

All references to Community Blue 4 shall be eliminated and replaced with Community Blue 12. The City shall cease contributions to employee's FSA.

The Employee Opt-Out, which may be offered in retirement will be as follows:

Single: \$4,000

Two Person: \$ 6,000

Family: \$8,000

7. **WAGE SCALE**

Sgt. Wage Scale Effective January 1, 2018

o 0-6: 60,872.19

6-30 months: 68,038.67

30 months or greater: 70,425.98

8. **POSITIONS**

Please see the attached language concerning the traffic division and temporary vacancies. To take effect at time of ratification.

9. **UNION ACTIVITY - ARTICLE IV**

The City accepts the Union proposal to delete Section 2A from the contract regarding Bargaining Committee Membership.

10. LANGUAGE CHANGES

The Parties agree to eliminate all obsolete language.

By: [Signature] Date: 10/26/17

By: [Signature] Date: 10/26/17

By: [Signature] Date: 10/26/17

By: [Signature] Date: 10/26/17

By: [Signature] Date: 10-26-17

By: [Signature] Date: 10/26/17

City of Southgate  
**County of Wayne, State of Michigan**

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No. 152-17

**RESOLUTION**

At a Regular Meeting of the Southgate City Council called to order by Council President John Graziani on November 15, 2017 at 7:00 pm the following resolution was offered:

**Moved by Farrah, supported by Zamecki.**

RESOLVED that the Southgate City Council approves the agreement between the Police Command Officers and the City of Southgate and authorizes the Mayor and City Clerk to sign on behalf of the City.

Motion carried unanimously.

Present: Colovos, Farrah, George, Graziani, Rauch, Rolet, Zamecki

Absent: None

I, Janice M. Ferencz, 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 November 15, 2017.

*Janice M. Ferencz*  
City Clerk

Mayor, Finance, Police Command, Files

**JOSEPH G. KUSPA**  
*Mayor*

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

**JAMES E. DALLOS**  
*Treasurer*



**City of Southgate**  
**Celebrating 60 Years!**

**- CITY COUNCIL -**

**JOHN GRAZIANI**  
*Council President*

**MARK FARRAH**

**SHERYL DENMAN**

**KAREN E. GEORGE**

**BILL COLOVOS**

**DALE W. ZAMECKI**

**PHILLIP J. RAUCH**

**Memorandum**

**To:** Honorable City Council Members

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

**Date:** March 14, 2018

**Re:** DDA Bylaws

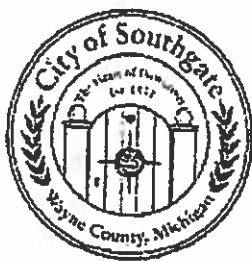
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Administration has reviewed the recommendation from the DDA Board and concur with the changes they are requesting to their bylaws. Attached please find a memo from the city attorney, a copy of the bylaws with changes and the minutes from the DDA meeting held on February 15th when the motion to changes bylaws was approved.

Sincerely,

Dustin Lent, City Administration





**City of Southgate**  
NORMA J. WURLINGER  
MUNICIPAL BUILDING

March 15, 2018

Joseph G. Kuspa, Mayor  
City of Southgate  
14400 Dix-Toledo Road  
Southgate, Michigan 48195

RE: DDA proposed amendments

Dear Mayor Kuspa:

I have reviewed the suggested amendments for the City of Southgate Downtown Development Authority, which will be presented to City Council for concurrence.

The DDA is a separate public body corporate from the City of Southgate, governed by state law and their own operating procedures. The amendments, as submitted, appear to comport with statutory authority and are consistent with the operational requirements of the City of Southgate.

Council may properly provide their consent to same by a concurring resolution.

Very truly yours,

EDWARD M. ZELENAK

EMZ:sh

## BYLAWS

### SOUTHGATE DOWNTOWN DEVELOPMENT AUTHORITY

#### ARTICLE I

Section 1. GENERAL POWERS. Except as otherwise provided, the business affairs of the Southgate Downtown Development Authority (DDA), shall be managed by its Board. The board shall have general management and control of the business and affairs of the DDA and shall exercise all of the powers that may be exercised or performed by the DDA under the statute of the State of Michigan, Public Act 197 of 1975, City of Southgate Ordinances, Articles of Incorporation or the Bylaws.

Section 2. NUMBER. The number of members sitting on the board shall consist of no less than nine (9) nor greater than twelve (12) members.

Section 3. APPOINTMENT. The current Mayor of the City of Southgate (Mayor) shall have a seat on the Board. The Mayor, subject to approval of City Council shall appoint all other members.

Section 4. MEMBERSHIP SECTORS. There are four (4) sectors or categories of Board membership. A member that qualifies for more than one (1) category may satisfy the mandatory membership requirements.

1. MAYOR (*Mandatory*) - The current Mayor shall have a seat on the Board.
2. RESIDENT (*Mandatory*) - Whenever the Downtown Development District (the District) has 100 or more persons residing within its boundaries, at least one (1) member shall be a resident of the District.
3. STAKEHOLDER (*Mandatory*) - Not less than a majority of the members shall have an interest in the property located in the District. An "interest" is described as residency, property ownership and/or business ownership.
4. AT-LARGE - The "At Large" members would be selected on the basis of enhancing the total effectiveness of the board by bringing specific skills, qualities, community insight, or other needed attributes to the board.

Section 5. RESTRICTIONS ON MEMBERSHIP. With the exception of the Mayor, no one who is currently serving as an elected official shall be allowed to serve on the board.

Section 6. OATH OF OFFICE. Before assuming the office, members shall qualify by taking and subscribing to the constitutional oath of office. (Remove, then renumber sections)

Section 7. TERM OF OFFICE. A board member shall hold office until the member's successor is appointed. All seats on the board shall have a term of four (4) years and be staggered as nearly as practicable. No member may serve more than two (2) consecutive terms. If a member is appointed to fill a vacated seat, the consecutive term limit shall be one four-year term beyond the balance of the term being first appointed to. If a member is in office at the time of this Bylaw amendment, the consecutive term limit shall be one four (4) year term beyond the balance of the term at the time of this Bylaw amendment. The only exception to this term limitation is the position occupied by the Mayor. (Remove) The Mayor's position shall coincide with the mayoral term of office and cease when the Mayor leaves office.

Section 8. REMOVAL. Pursuant to notice and after having an opportunity to be heard, a member of the Board may be removed, with cause, by a vote of the Southgate City Council. Removal of a member is subject to review by the circuit court. (Remove) Being absent from three (3) consecutive regular board meetings shall constitute cause for removal.

Section 9. BOARD VACANCIES. Vacancies occur when a board seat is vacated between terms. The right to fill vacancies is reserved exclusively to the Mayor and shall be made for the balance of the vacated term only. Vacancies of a particular sector shall be filled with the same or in accordance with Article I, Section 4.

Section 10. REGULAR MEETINGS. Regular meetings of the board shall be scheduled on a monthly basis at a date and time determined by the board at its January meeting. The board, as needed, may make changes in the regular meeting schedule. (Change: Changes may be made in the regular meeting schedule due to lack of actionable items. Such changes shall be communicated to the Board.) All regular meetings shall be conducted in public and held in compliance with the Open Meeting Act, Act No. 267 of Public Acts of 1976 as it currently exists and as amended in the future. Public notice of the time, date and place of the meeting shall be given in a manner required by the Open Meetings Act.

Section 11. SPECIAL MEETINGS. Special meetings of the board may be called by the Chairperson or shall be called by the Secretary on the written request of not less than three (3) board members. All special meetings shall be conducted in public and held in compliance with the Open Meeting Act, Act No. 267 of Public Acts 1976 as it currently exists and as amended in the future. Public notice of the time, date and place of the meeting shall be given in a manner required by the Open Meetings Act. A special meeting shall be held only when notice of the time and place thereof is mailed (Change: mailed/electronic transference) or delivered personally to each board member, at the address which appears on the records of the DDA, at least two (2) days before the day on which the meeting is to be held. The business to be transacted at, and the purpose of, a special meeting must be specified in the notice of the meeting.

Section 12. MEETING BY CONFERENCE TELEPHONE OR OTHER TECHNOLOGICAL CONVEYANCE. A member of the board or of a committee designated by the board may participate in a meeting by means of a conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other. However, a person participating in a meeting by means of a conference telephone or similar communication equipment shall not be counted for purposes of voting or determining the presence or a quorum.

Section 13. QUORUM. A quorum at a meeting of the board for the transaction of business is constituted by a majority of the members of the board.

Section 14. REQUIRED VOTE. Amendment of the Bylaws by the board requires the vote of not less than two-thirds (2/3) of the members of the board then in office. For all other purposes, unless the vote of a larger number is required by the Act, the vote of the majority of the members present at the meeting at which a quorum is present constitutes the action of the board or of the committee. At all meetings of the board, each board member present shall have only one vote.

Section 15. ADJOURNMENT. In the absence of a quorum, a majority of the board members present at the time and place of any meeting may adjourn such meeting from time to time until a quorum is present.

Section 16. PROCEDURAL PROCESS FOR THE CONDUCTING OF MEETINGS. All board meetings shall be conducted under a prescribed framework, such as Roberts Rules of Order or board practice.

Section 17. COMPENSATION. Board members shall not receive any salary from the DDA, but the board may reimburse a member(s) for actual, reasonable and necessary expenses incurred in his or her capacity as a board member.

## **ARTICLE II - RECORDS**

Section 1. EXPENSES. All expense items of the Board shall be publicized monthly and the financial records shall always be open to the public.

Section 2. OTHER DOCUMENTS. All writings prepared, owned, used, in the possession of, or retained by the Board in performance of an official function shall be made available to the public in compliance with the freedom of information act, Act No. 442 of the Public Acts of 1976, being sections 15.231 to 15.246 of the Michigan Compiled Laws, as amended from time to time.

### **ARTICLE III – COMMITTEES**

Section 1. COMMITTEES. The Chairperson and/or the board may designate one or more committees, with each committee consisting of one or more board members of the DDA to serve in an advisory capacity to the Board. The Chairperson may designate one or more board members as alternate members at a meeting of a committee. A committee, and each member, shall serve at the pleasure of the board and/or Chairperson. A majority of any committee will constitute a quorum.

Section 2. COMMITTEE CATEGORIES. Standing Committees may be established to serve in an advisory capacity to the board to address reoccurring issues or subjects. Ad-hoc Committees may be established to meet the need of a particular project or issue that is not of a reoccurring nature. Ad-hoc Committees, in general, should be given a specific change and, once that task is completed, become inactive.

### **ARTICLE IV – OFFICERS**

Section 1. NUMBER AND ELECTION. The officers of the DDA shall consist of a Chairperson, Secretary, Treasurer, and may consist of one or more Vice-Chairpersons, and such other officers as may be determined by the board. The board shall appoint the officers at each January meeting or as necessary to fill vacancies.

Section 2. TERM OF OFFICE. An officer appointed, as herein provided, shall hold office for the term appointed and until a successor is appointed and qualified.

Section 3. REMOVAL. An officer elected or appointed by the board may be removed by the board, with or without cause, by a two-thirds ( $\frac{2}{3}$ ) vote.

Section 4. DUTIES OF OFFICERS. An officer, as between that officer and other officers and the corporation, has such authority and shall perform such duties in the management of the DDA as provided in these Bylaws, or as may be determined by resolution of the board, consistent with these Bylaws. An officer shall discharge the duties of his/her position in good faith and with that degree of diligence, care and skill, which an ordinary prudent person would exercise under similar circumstances in a like position.

Section 5. THE CHAIRPERSON. The Chairperson shall preside at all meetings of the members and of the board when present. The Chairperson shall, in general, perform all duties and have all powers incident to the office of Chairperson and shall perform such other duties and have such other powers as, from time to time, may be assigned by these Bylaws or by the board.

The Chairperson shall act as the only public spokesperson for the board. No other board member, officer or committee member shall be authorized to speak on behalf of the board unless authorized by the chairperson.

Section 6. THE VICE-CHAIRPERSON(S). At the request of the Chairperson or in the event of his/her absence or disability, the Vice-Chairperson designated by the Chairperson (or in the absence of such designation, the Vice-Chairperson designated by the board) shall have all the powers of, and be subject to all the restrictions upon, the Chairperson. Any Vice-Chairperson shall perform such other duties and have such other powers as, from time to time, may be assigned by these Bylaws, the board, or the Chairperson.

Section 7. THE SECRETARY. The Secretary shall keep the minutes of the proceedings of the members and of the board in one or more books to be kept for that purpose. The Secretary shall, in general, perform all duties and have all powers incident to the office of Secretary and shall perform such other duties and have such other powers as may, from time to time, be assigned by the Bylaws, the board, or the Chairperson. The Secretary shall give all notices required by the Articles or Bylaws. The duties of the Secretary may be assigned to an individual currently not on the board, but for the purpose of serving as "recording" Secretary.

Section 8. THE TREASURER. The Treasurer shall have custody of the DDA funds and securities and shall keep full accurate accounts of the receipts and disbursements in books belonging to the DDA. The Treasurer shall cause all moneys and other valuable effects to be deposited in the name and to the credit of the DDA in such depositories as may be designated by the board consistent with City ordinances. The Treasurer shall cause the funds of the corporation to be distributed when such disbursements have been duly authorized, taking proper vouchers for such disbursements, and shall render to the Chairperson of the board, whenever requested, an account of all transactions as Treasurer and of the financial condition of the corporation. The Treasurer shall, perform all duties and have all powers incident to the office of Treasurer and shall perform such other duties and such other powers as may, from time to time, be assigned by these Bylaws, the board, or the Chairperson. The duties of the Treasurer may be assigned to an individual currently not on the board, but for the purpose of fulfilling the responsibilities of this office (i.e. the City of Southgate Assistant City Administrator/Finance Director).

#### **ARTICLE V - GENERAL PROVISIONS**

Section 1. CORPORATE LOAN, GUARANTEE OR ASSISTANCE FOR ITS OFFICERS OR EMPLOYEES. The DDA may not lend money to, guarantee an obligation of, or otherwise assist an officer, member or employee of the DDA.

Section 2. **DISCLOSURE OF INTEREST.** A board member who has any interest in any matter before the DDA shall disclose such interest prior to the board taking action with respect to such matter, which disclosure shall become part of the record of the official proceedings. The interested board member shall refrain from participating in any proceedings related to a matter wherein such a potential conflict of interest exists.

#### **ARTICLE VI – INDEMNIFICATION**

**A board member who is acting or reasonably believes he or she is acting within the scope of his or her authority and meets the requirements of MCLA 691.1407 as amended or any other applicable law regarding governmental or volunteer immunity shall be immune from Tort Liability. An insurance policy to indemnify board members who act within the scope or reasonably believes he or she is acting within the scope of his or her authority shall be maintained for all board members.**

#### **ARTICLE VII - AMENDING OR REPEALING BYLAWS**

Section 1. **POWER TO AMEND OR REPEAL.** The power to amend or repeal the Bylaws or adopt new Bylaws is subject to the approval of the Southgate City Council.

Adopted on the 19th day of October, 2006, by resolution of the Board of Directors of the Southgate Downtown Development Authority.

BY:

\_\_\_\_\_  
SECRETARY- Southgate Downtown Development Authority

**City of Southgate  
Downtown Development Authority Meeting  
February 15<sup>th</sup>, 2018**

A meeting of the Downtown Development Authority was held on February 15<sup>th</sup>, 2018 at City Hall, 14400 Dix-Toledo Highway, Southgate, Michigan in the Caucus Room and called to order by Mayor Joseph G. Kuspa at 5:08 p.m.

Present- Brian Batko, Bruce Genthe, Wally Kleit, Mayor Joseph Kuspa, Angela Lancina (arrived at 5:25pm), Ron Moran, Sarah Sieloff

Absent- Mohammed Aborabboh, Alex Leonard

Also Present- DDA Director Stephanie McNees, City Administrator Dustin Lent, City Council President John Graziani

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This meeting began with roll call.

**Minutes:**

Moved by Batko, supported by Kleit, and RESOLVED, that the minutes of the Downtown Development Authority Meeting dated January 18<sup>th</sup>, 2018 be approved as presented, with the following changes – spelling correction of "Kleit." Motion carried unanimously.

**Reports:**

The Board introduced its two newest members –  
Angela Lancina, owner of Sakora Salon  
Sarah Sieloff, owner of Dance Avenue

**New Business:**

**1 – Bylaws Revisions**

Kuspa presented the proposed amendments to the current DDA Bylaws, last revised in October, 2006. These revisions consist of grammatical changes and updates to Article 1, Sections 6, 7, 8, 10, 11, and 12. All revisions will be put before the City Council.

**Motion by: Batko      Supported by: Moran**

**Ayes – Batko, Genthe, Kleit, Kuspa, Moran Sieloff**

**Nays – None**

**Abstentions - None**

**Motion Carried Unanimously**



**2 – Election of Officers**

The Board voted on its annual election of officers.

Chairperson – Mayor Joseph Kuspa

**Motion by: Genthe      Supported by: Batko**

**Ayes – Batko, Genthe, Kleit, Kuspa, Moran Sieloff**

**Nays – None**

**Abstentions – None**

**Motion Carried Unanimously**

Vice Chairperson – Brian Batko

**Motion by: Moran      Supported by: Kleit**

**Ayes – Batko, Genthe, Kleit, Kuspa, Moran Sieloff**

**Nays – None**

**Abstentions – None**

**Motion Carried Unanimously**

Treasurer – Wally Kleit

**Motion by: Batko      Supported by: Genthe**

**Ayes – Batko, Genthe, Kleit, Kuspa, Moran Sieloff**

**Nays – None**

**Abstentions – None**

**Motion Carried Unanimously**

Secretary – Bruce Genthe

**Motion by: Moran      Supported by: Batko**

**Ayes – Batko, Genthe, Kleit, Kuspa, Moran Sieloff**

**Nays – None**

**Abstentions – None**

**Motion Carried Unanimously**

**Lancina arrived at 5:25pm**

**3 – BIG Grant Subcommittee**

Kuspa proposed to create a subcommittee to handle and select the BIG Grant recipients. The subcommittee will consist of City Administrator Dustin Lent, DDA Director Stephanie McNees, Genthe, Batko, Sieloff, and Lancina.

**Old Business:**

**1 – Banners**

The Board voted to move forward and pursue the 30x60 vinyl banners from Kalamazoo Banner Works and Kuspa created a subcommittee to handle the details and select the seasonal designs. The subcommittee will consist of Lancina and Kleit.

**Motioned by: Moran Supported by: Kleit**

**Ayes – Batko, Genthe, Kleit, Kuspa, Lancina, Moran Sieloff**

**Nays – None**

**Abstentions – None**

**Motion Carried Unanimously**

**2 – Logo**

The Board voted on the new "Downtown Southgate" logo design, pending one design change of the building on the left hand side.

**Motioned by: Genthe Supported by: Kleit**

**Ayes – Batko, Genthe, Kleit, Kuspa, Lancina, Moran Sieloff**

**Nays – None**

**Abstentions – None**

**Motion Carried Unanimously**

**3 – Sprinklers for Genthe**

McNees updated the Board that pursuing further quotes regarding the sprinkler system for the street scape in front of Dick Genthe Chevrolet will be put on hold until the spring.

**Correspondence:**

None

**Adjournment:**

Moved by Moran, support by Sieloff, RESOLVED, that this meeting of the Downtown Development Authority be adjourned at 5:49 p.m. Motion carried unanimously.

**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.**

SM  
Stephanie McNees  
Recording Secretary  
SM  
2/16/2018

DIRECTOR  
OF PUBLIC SAFETY  
JEFFREY M. SMITH

CHIEF  
BRETT D. SELBY

ADMINISTRATION  
(734) 258-3052

FAX: (734) 284-0540



# City of Southgate

## Police Department

14710 REAUME PARKWAY  
CIVIC CENTER  
SOUTHGATE, MICHIGAN 48195  
(734) 258-3060

INVESTIGATIVE  
BUREAU  
(734) 258-3054

ORDINANCE  
OFFICER  
(734) 258-3036

FAX: (734) 248-1381

Sir's

Due to the changes in the MCL Law 436.1703 our City Ordinance needs to be changed immediately.

Our current below listed ordinance has no penalty listed, therefore you have to look at ordinance 609.99 which then refers you to 202.99 which list the fine as a misdemeanor with a \$500.00 fine.

January 2018 State Law MCL 436.1703 changed making first offense a civil infraction. Civil infraction fees are then accessed by the court.

It is my recommendation to add to the current City Ordinance adding section (1) as highlighted below.

### **608.01 SALES TO MINORS; PROHIBITIONS AND MISREPRESENTATIONS.**

(a) Alcoholic liquor shall not be sold or furnished to a person unless the person has attained twenty-one years of age. No person shall knowingly sell or furnish alcoholic liquor to a person who is less than twenty-one years of age or fail to make diligent inquiry as to whether or not the person is less than twenty-one years of age. A suitable sign which describes this section and the penalties for violating this section shall be posted in a conspicuous place in each room where alcoholic liquors are sold. The sign shall be approved and furnished by the Michigan Liquor Control Commission.

(b) In an action for a violation of subsection (a) hereof, proof that the defendant or the defendant's agent or employee demanded and was shown, before furnishing alcoholic liquor to a person under twenty-one years of age, a motor vehicle operator's license, a registration certificate issued by the Federal selective service or other bona fide documentary evidence of the age and identity of that person shall be a defense to such action.

(c) No person less than twenty-one years of age shall knowingly transport or possess in a motor vehicle alcoholic liquor unless the person is employed by a licensee of the Michigan Liquor Control Commission or by an agent of the Commission, and is transporting or has the alcoholic liquor in a motor vehicle under the person's control during regular working hours and in the course of a person's employment.



(d) No person less than twenty-one years of age shall purchase alcoholic liquor, consume alcoholic liquor in a licensed premises or possess alcoholic liquor, except as provided in subsection (c) hereof.

**(1) First offense for a minor in possession of alcoholic liquor, shall be a civil infraction.**

(e) No person shall furnish fraudulent identification to a person less than twenty-one years of age, and no person less than twenty-one years of age shall use fraudulent identification to purchase alcoholic liquor.

(f) This section shall not be construed to prohibit a person less than twenty-one years of age from possessing alcoholic liquor during regular working hours and in the course of his or her employment if employed by a person licensed by State law, by the Liquor Control Commission or by an agent of the Commission, if the alcoholic liquor is not possessed for his or her personal consumption.

(g) This section shall not be construed to limit the civil or criminal liability of the vendor or the vendor's clerk, servant, agent or employee for a violation of this section.

(h) The consumption of alcoholic beverages by a person under twenty-one years of age who is enrolled in a course offered by an accredited post secondary educational institution, in an academic building of the institution under the supervision of a faculty member, shall not be prohibited by this section if the purpose is solely educational and a necessary ingredient of the course.

(Ord. 301. Passed 8-15-79.)

Should you have any questions please feel free to contact me.

Sincerely,



Jeffrey M. Smith  
Director of Public Safety  
[jsmith@ci.southgate.mi.us](mailto:jsmith@ci.southgate.mi.us)  
734-258-3040