

**AGENDA**  
**CITY COUNCIL REGULAR BUSINESS MEETING**  
**CITY OF BRIGHTON**  
**AUGUST 18, 2016 - 7:30 P.M.**  
**CITY HALL COUNCIL CHAMBERS**  
**200 NORTH FIRST STREET**  
**BRIGHTON, MICHIGAN**  
**TELEPHONE: 810-227-1911 WEBSITE: [www.brightoncity.org](http://www.brightoncity.org)**

**Business Meeting - 7:30 PM**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Consider Approval of the Agenda

**Consent Agenda Items**

5. Approval of Minutes: [Study Session of August 4, 2016](#)
6. Approval of Minutes: [Regular Meeting of August 4, 2016](#)
7. Approval of Minutes: [Special Meeting of August 10, 2016](#)
8. Consider approval of offer of settlement by Petitioner in the Michigan Tax Tribunal matter of Big Boy Restaurant Management v. City of Brighton, MTT Docket No. 15-002932.

**Correspondence**

9. Call to the Public
10. Information for City Customers
11. Receive Updates from Council Member Liaisons to other Boards and Commissions

**New Business**

12. [Consider Award of RFP for City Owned House Demolition/Lot Restoration at 1517 Whispering Oaks Drive to Bob Myers Excavating in the Amount of \\$15,900 and Approval of Related Budget Amendments.](#)
13. [Consider Award of RFP for Sidewalk Repair/Replacement to Lacaria Concrete Construction in the Amount of \\$36,370 and Approval of Related Budget Amendments.](#)

**Other Business**

14. Call to the Public
15. Closed Session Pursuant to MCL 15.268(C), for Strategy Session Connected with the Negotiation of a Collective Bargaining Agreement
16. Closed Session Pursuant to MCL 15.268(D), to Consider the Purchase or Lease of Real Property
17. Possible Action as a Result of Closed Sessions
18. Adjournment

**MINUTES OF THE STUDY SESSION OF THE CITY COUNCIL OF BRIGHTON**  
**HELD ON AUGUST 4, 2016 AT THE BRIGHTON CITY HALL**  
**200 N. 1ST STREET, BRIGHTON, MICHIGAN**

**STUDY SESSION**

The Council conducted a Study Session at 6:30 p.m.

Present were Mayor Muzzin, Mayor Pro-Tem Pipoly, Councilmembers Bohn, Pettengill, Tobbe, Gardner, Emaus, and staff: City Manager Nate Geinzer, Organizational Relations Manager Michelle Miller, Finance Director Gretchen Gomolka, Management Assistant Jessica Reed, Utilities Director Tim Krugh, DPW Director Dave Blackmar, Assistant DPW Director Patty Thomas, Chief Tom Wightman, Attorney Brad Maynes, City Intern Brandon Skopek, and an audience of 0. Noe Hernandez from the Press & Argus and Tom Tolen from WHMI were also present.

Mr. Geinzer introduced Jessica Reed and Brandon Skopek.

**A VISION FOR TRANSPORTATION FOR LIVINGSTON COUNTY**

Mr. Geinzer introduced Dr. Leo D. Hanifin, Chair of the Livingston County Coalition and Mayor Pro-Tem Steve Manor from the City of Howell.

Dr. Hanifin gave a presentation regarding “A Vision for Transportation in Livingston County.”

The presentation included ideas for public transportation for Livingston County and available grant funding. It also included ways to incorporate bike and pedestrian lanes into the transportation system. The coalition is asking for the City Council to pass a resolution of support.

It was decided to discuss this item at a future Council Meeting and consider a resolution of support.

**COUNCILMEMBER PROJECT REQUEST**

It was decided to move this item to the regular meeting agenda due to the time.

**ADJOURNMENT**

It was moved by Councilmember Emaus and seconded by Tobbe to adjourn the meeting at 7:25 p.m. Motion passed 7-0.

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Patty Thomas, Assistant DPW Director

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James Muzzin, Mayor

**MINUTES OF THE MEETING OF THE CITY COUNCIL OF BRIGHTON**  
**HELD ON AUGUST 4, 2016 AT THE BRIGHTON CITY HALL**  
**200 N. 1ST STREET, BRIGHTON, MICHIGAN**

**REGULAR SESSION**

Present were Mayor Muzzin, Mayor Pro-Tem Pipoly, Councilmembers Bohn, Pettengill, Tobbe, Gardner, Emaus, and staff: City Manager Nate Geinzer, Organizational Relations Manager Michelle Miller, Finance Director Gretchen Gomolka, Management Assistant Jessica Reed, Utilities Director Tim Krugh, DPW Director Dave Blackmar, Assistant DPW Director Patty Thomas, Chief Tom Wightman, Attorney Brad Maynes, City Intern Brandon Skopek and an audience of 0.

Press and media included Noe Hernandez from the Press & Argus and Tom Tolen from WHMI were also present.

**AGENDA APPROVAL**

It was moved by Councilmember Gardner seconded by Emaus, to approve the agenda. Motion passed 7-0.

**CONSENT AGENDA**

It was moved by Councilmember Emaus seconded by Pettengill to approve the Consent Agenda. The motion passed 7-0.

The following items were approved:

Approved Minutes: Study Session of July 21, 2016

Approval of Minutes: Regular Meeting of July 21, 2016

Approved Closed Session Meeting Minutes of July 21, 2016

**CALL TO THE PUBLIC**

Mayor Muzzin opened the Call to the Public at 7:33 p.m. Hearing and seeing none, the Call to the Public was closed at 7:33 p.m.

**CITY CUSTOMER INFORMATION AND BOARD UPDATES**

Manager Geinzer stated that the Fine Art and Acoustic Music Festival will be held Friday through Sunday.

There will be a special city council meeting on August 10<sup>th</sup> at 9:15 am to see presentations from the Explorers camp students.

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Livingston County is holding a tire collection on Saturday, August 27<sup>th</sup>. They will be collecting tires from passenger and light truck vehicles. The event is from 9 am to 1 pm. A reservation is required. Residents need to call Livingston County Solid Waste to make a reservation.

Town Councilman Lukas from Wappanee Ontario Canada visited the City of Brighton last week. He told the manager how much he liked our City.

Michelle Miller has been appointed as the City's Organizational Relations Manager.

Mayor Pro-Tem Pipoly stated the PSD meeting was postponed until Tuesday, August 9, 2016 at 7:30 am.

Councilmember Pettengill reported the Chamber is still looking for volunteers for the Fine Art and Acoustic Music Festival.

Mayor Muzzin stated the Fire Authority's millage proposal passed at Tuesday's election.

Councilmember Bohn stated that the Waste Management collection truck left a trail of oil and/or gas along the road during this week's pick up. The DPW will address this with Waste Management.

### **MICHIGAN INTERNATIONAL TRADE NETWORK CONTRACT (MITN)**

It was moved by Mayor Pro Tem Pipoly seconded by Gardner, to waive the confidentiality of the letter provided by the City Attorney regarding MITN. Motion passed 7-0.

Mr. Geinzer gave a review of the MITN program. Staff requested that City Council approve a contract for the City to become a member of MITN as well as a new procurement template that would be used.

It was moved by Mayor Pro Tem Pipoly and seconded by Emaus to authorize staff to proceed with MITN membership, execute all necessary membership agreements and approved the procurement template, as may be amended time-to-time. Motion passed 7-0.

### **TETRA TECH CONTRACT AMENDMENT #351**

Mr. Geinzer reviewed the proposed Amendment, which is for the road and infrastructure improvements for the U of M project on Challis and Karl Greimel at \$30,500. It will be paid for by the applicant so the amendment is budget neutral.

It was moved by Councilmember Tobbe and seconded by Mayor Pro-Tem Pipoly, to approve Contract amendment No. 351 for Tetra Tech to provide construction phase engineering services for the water main extension and proposed road improvements. Motion passed 7-0.

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**COUNCILMEMBER PROJECT REQUEST**

Mr. Geinzer reviewed the request that was submitted by Councilmember Tobbe. He is asking City Council to provide direction on the scope of work and a timeline to have it completed.

Councilmember Tobbe stated he would like to understand City staffing from 2006 through current, which is the period before, during, and after the economic crash, including salaries associated with the positions.

Mr. Geinzer stated that budget information from 2006 through present is readily available; however, salary information prior to 2012 would need to be gathered from paper files.

It was agreed to allow staff six weeks to provide budget/organizational information 2006 to current and salary information 2012 to current.

**CALL TO THE PUBLIC**

Mayor Muzzin opened the Call to the Public at 8:10 p.m. Hearing and seeing none, the Call to the Public was closed at 8:10 p.m.

**ADJOURNMENT**

It was moved by Councilmember Emaus seconded by Gardner to adjourn the meeting at 8:10 p.m.

Motion passed 7-0.

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Patty Thomas, Assistant DPW Director

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James Muzzin, Mayor

**MINUTES OF THE MEETING OF THE CITY COUNCIL OF BRIGHTON**  
**HELD ON AUGUST 10, 2016 AT THE BRIGHTON CITY HALL**  
**200 N. 1ST STREET, BRIGHTON, MICHIGAN**

**REGULAR SESSION**

Present were Mayor Muzzin, Councilmembers Pettengill, Gardner, Emaus, and staff: City Manager Nate Geinzer, Organizational Relations Manager Michelle Miller, Management Assistant Jessica Reed, Clerk Pamela Stewart, Chief Tom Wightman, City Intern Brandon Skopek and an audience of 40.

Special Guest included: Claudia Roblee business owner, Laura Surrey and Dr. Greg Gray of Brighton Area Schools, Pam McConeghy from the Chamber of Commerce.

Press and media included Noe Hernandez from the Press & Argus.

Absent: Pipoly, Bohn, Tobbe

**AGENDA APPROVAL**

It was moved by Councilmember Emaus seconded by Gardner to approve the agenda. Motion passed 4-0-3.

**CALL TO THE PUBLIC**

Mayor Muzzin opened the Call to the Public at 9:19 a.m. Cheryl Kemmerling of Jack's Custard said she was excited by the Explorers program. The Call to the Public was closed at 9:19 a.m.

**BAS EXPLORERS CAMP**

Manager Geinzer introduced the project that targeted elementary-aged children to become aware of some of the problems in Downtown Brighton. Some of the concerns were bike racks, recycling, and waterfowl waste along the Mill Pond. The children gave suggestions on ways to address the problems and ways to fund the improvements. The group plans to raise \$4,000 to help create and maintain signage concerning the waterfowl, purchase recycling bins, and install bike racks. They hope to put out jugs at local businesses to garner donations to help with the project.

The Mayor and Council thanked the group for the presentation and the City Manager stated that the money would be placed into a separate to be used for the stated purpose.

**CALL TO THE PUBLIC**

Mayor Muzzin opened the Call to the Public at 9:42 a.m. Hearing and seeing none, the Call to the Public was closed at 9:42 a.m.

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**ADJOURNMENT**

It was moved by Councilmember Gardner seconded by Pettengill, to adjourn the meeting at 9:42 a.m.

Motion passed 4-0-3.

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Pamela Stewart, City Clerk

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James Muzzin, Mayor



**CITY OF BRIGHTON**  
**REPORT FROM THE CITY MANAGER TO CITY COUNCIL**  
**August 18, 2016**

**SUBJECT: AWARD OF RFP FOR CITY OWNED HOUSE DEMOLITION / LOT RESTORATION AT 1517 WHISPERING OAKS DRIVE**

**ADMINISTRATIVE SUMMARY**

- A Request for Proposals was issued on July 21, 2016.
- On August 2<sup>nd</sup>, a pre-submittal meeting was held on site. Staff spoke with neighbors who were appreciative of the City moving the demolition forward.
- Three proposals were received on the due date of August 10, 2016. See attached Bid Analysis Spreadsheet.
- The lowest, most-responsive, bidder was Bob Myers Excavating in the amount of \$15,900. The budgeted amount is \$5,000. However, the scope of work requested was more extensive than anticipated.
- Staff will be working with the neighborhood to develop recommendations for next steps once the lot is cleared. Staff will present these recommendations to City Council at a future meeting.

**RECOMMENDATION**

Staff is recommending that City Council award the RFP for the House Demolition / Lot Restoration at 1517 Whispering Oak Drive to Bob Myers Excavating in the amount of \$15,900 and approve a budget amendment of \$12,000 to cover the project. the recommended budget amendments would be as follows:

**General Fund : Additional \$12,000 appropriation to the Capital Improvements Fund**

**Capital Improvements Fund: Additional \$12,000 appropriation from General Fund and an additional \$12,000 in Land and Major Facilities expense.**

Prepared by: Dave Blackmar, DPW Director

Approved by: Nate Geinzer, City Manager

**CITY OF BRIGHTON**  
**DEPARTMENT OF PUBLIC SERVICES**  
**BID ANALYSIS**

PROJECT: <b>"HOUSE DEMO/LOT RESTORATION 2016"</b>		DATE: 8/11/2016			
<b>(1517 WHISPERING OAKS)</b>					
LOCATION: <u>N/A</u>	PROJECT #:		<u>BA1602</u>		
NO	COMPANY NAME	QUANT	UNIT	\$/UNIT	TOTAL AMOUNT
	<b>BASE PROPOSAL:</b>				
1	BOB MYERS EXCAVATING, INC	1	EA	\$ 15,900.00	\$ 15,900.00
2	PTSI DEMOLITION	1	EA	\$ 24,300.00	\$ 24,300.00
3	FONSON COMPANY, INC	1	EA	\$ 27,710.00	\$ 27,710.00
	<b>RECOMMENDED AMOUNT:</b>				\$ 15,900.00

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**CITY OF BRIGHTON**  
**REPORT FROM THE CITY MANAGER TO CITY COUNCIL**  
**August 18, 2016**

**SUBJECT: AWARD OF RPF FOR SIDEWALK MAINTENANCE 2016 AND RELATED BUDGET AMMENDMENTS**

**ADMINISTRATIVE SUMMARY**

- A Request for Proposals was issued on July 21, 2016.
- Two proposals were received on the due date of August 10, 2016. See attached Bid Analysis Spreadsheet.
- The low, most-responsive, bidder was Lacaria Concrete Construction in the amount of \$36,370.
- The amount budgeted for sidewalk repair and replacement for FY 16/17 is \$30,000.

**RECOMMENDATION**

Staff is recommending that City Council award the RFP for the Sidewalk Maintenance 2016 to Lacaria Concrete Construction in the amount of \$36,370.00 and approve the recommended budget amendment:

**General Fund:** Additional \$10,000 appropriation to the Major Streets Fund

**Major Streets Fund;** Additional \$10,000 appropriation from the General Fund and additional \$10,000 in Sidewalk Improvement expense.

Prepared by: Dave Blackmar, DPW Director

Approved by: Nate Geinzer, City Manager

**CITY OF BRIGHTON**  
**DEPARTMENT OF PUBLIC WORKS**  
**BID ANALYSIS**

PROJECT: <b>"SIDEWALK MAINTENANCE 2016"</b>		DATE: 8/11/2016			
LOCATION: <u>N/A</u>		PROJECT #: <u>BA1603</u>			
NO	COMPANY NAME	QUANT	UNIT	\$/UNIT	TOTAL AMOUNT
	BASE PROPOSAL:				
1	LACARIA CONCRETE CONSTRUCTION	1	EA	\$ 36,370.00	\$ 36,370.00
2	McCARTHY CONSTRUCTION	1	EA	\$ 53,755.00	\$ 53,755.00
	RECOMMENDED AMOUNT:				\$ 36,370.00

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