

AGENDA
CITY COUNCIL REGULAR BUSINESS MEETING
CITY OF BRIGHTON
OCTOBER 20, 2016 - 7:30 P.M.
CITY HALL COUNCIL CHAMBERS
200 NORTH FIRST STREET
BRIGHTON, MICHIGAN
TELEPHONE: 810-227-1911 WEBSITE: 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 October 6, 2016](#)
6. Approval of Minutes: [Regular Meeting of October 6, 2016](#)
7. Approval of Minutes: Closed Session of October 6, 2016
8. Set City Council Retreat Dates: November 12 and 13, beginning at 8:00 AM
9. [Receipt of DDA and LDFA Annual Report](#)
10. Consider Appointment of SEMCOG Delegate and Alternate

Correspondence

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

New Business

14. Receive Annual Audit Report and Presentation

Other Business

15. Call to the Public
16. Adjournment

MINUTES OF THE STUDY SESSION OF THE CITY COUNCIL OF BRIGHTON
HELD ON OCTOBER 6, 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, Gardner, and staff: City Manager Geinzer, Management Assistant Reed, Utilities Director Krugh, DPW Director Blackmar, Chief Wightman, Organizational Relations Manager Miller, Management Assistant Reed, Clerk Stewart, Deputy Haataja, Attorney Burns, Engineer Markstrom, and an audience of one. Noe Hernandez of the Press & Argus also attended.

Councilmember Emaus and Councilmember Tobbe were absent.

DISCUSSION ON GRAND RIVER IMPROVEMENT PROJECT

Engineer Markstrom of Tetra Tech and two of his associates discussed the history of Cross Street and Grand River, its 2002 design, and the walkability initiative in the City of Brighton. He talked about how the center islands on Grand River are causing some design issues with the Grand River improvements. He suggested removing the islands and concrete walks. The City Council discussed the project. Subjects included were: future constructability, alleviating the traffic issues in the area, and maintaining walkability. DPW Director Blackmar said that the change would be helpful with snow removal and Chief Wightman said he didn't foresee any traffic issues.

UPDATE ON CLERK'S DEPARTMENT

Clerk Stewart updated the Council on projects she had initiated since her taking over the role as City Clerk including doubling the permanent absent voter list and using technology to help keep the lines short for the upcoming November election.

CALL TO THE PUBLIC

Mayor Muzzin opened the call to the public at 7:09 p.m.

Seeing and hearing none the Call to the Public was closed at 7:09 p.m.

ADJOURNMENT

It was moved by Councilmember Gardner and seconded by Pettengill to adjourn the meeting at 7:10 p.m.

Motion passed 5-0-2.

Pamela Stewart, City Clerk

James Muzzin, Mayor

MINUTES OF THE MEETING OF THE CITY COUNCIL OF BRIGHTON
HELD ON OCTOBER 6, 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, Gardner and staff: City Manager Nate Geinzer, Utilities Director Tim Krugh, DPW Director Dave Blackmar, Chief Tom Wightman, Clerk Pamela Stewart, Deputy Clerk Haataja, Organizational Relationship Manager Miller, Attorney Burns, Management Assistant Reed, Labor Attorney Gabrian, and an audience of none.

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

It was moved by Mayor Pro Tem Pipoly and seconded by Gardner to excuse Councilmeber Tobbe and Emaus for personal reasons.

AGENDA APPROVAL

Mayor Muzzin added item 5a. Approval of the Closed Session Minutes to the Consent Agenda. It was moved by Mayor Pro Tem Pipoly seconded by Gardner to approve the Agenda as amended. The motion passed 5-0-2.

CONSENT AGENDA

It was moved by Mayor Pro Tem Pipoly seconded by Bohn to approve the Consent Agenda. The motion passed 5-0-2.

A roll call vote was taken. Yes: Muzzin, Pipoly, Gardner, Pettengill, Bohn No: none Absent: Tobbe, Emaus

The following items were approved:

Study Session Minutes of September 15, 2016.

Regular Session of September 15, 2016

Closed Session of September 15, 2016

Special Meeting of September 29, 2016

Resolution 16-16 approving a Charitable Gaming License for the Livingston County Community Alliance.

Local franchise agreement with AT &T of Michigan.

CALL TO THE PUBLIC

Mayor Muzzin opened the Call to the Public at 7:34 p.m.

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Seeing and hearing none the Call to the Public was closed at 7:34 p.m.

CITY CUSTOMER INFORMATION AND BOARD UPDATES

DPW Director Blackmar discussed crack sealing on the roads, the potential postponement of some of the sidewalk work, and the planning of trees from the grant received from DTE.

Manager Geinzer mentioned a meeting on October 13 from 4:30-6:30 p.m. at Kissane Park to discuss the potential improvements to the location. Interested residents should attend, but are encouraged to RSVP to Management Assistant Reed at reedj@brightoncity.org. He also talked about Livingston County's visioning meeting on October 20 from 6:30-9:30 p.m. at the LESA 1425 W. Grand River in Howell in order to update their Master Plan.

Mayor Pro Tem Pipoly reported that the PSD approved banners for various events from current to the end of the holiday season, and also talked about a potential new logo for the City of Brighton

Councilmember Bohn reported about the Planning Commission which approved the Candlewood Suites site plan, did a preliminary reviewed a mixed use site, and discussed the update to the zoning ordinance.

Mayor Muzzin spoke about the September 25th appreciation day for First Responders and thanked Reverend Deon for holding the event. He reported that the DDA had discussed their thoughts for the zoning ordinance update, and discussed a parking ramp on Davis site and investigated the cost.

REVIEW SITE PLAN OF CANDLEWOOD SUITES

Manager Geinzer asked the Council to consider approving the site plan for Candlewood Suite at 152 Library Dr. and would be approximately 90 rooms. He mentioned that Brighton Hospitality had added a sidewalk that would link to the other sidewalks in the area at the Planning Commission's request.

Mayor Muzzin had concerns about the parking with the number of rooms and employees.

It was moved by Councilmember Bohn and seconded by Pipoly to approve the site plan #16-007 as presented.

Motion passed 5-0-2

FIRE HALL LEASE EXTENSION

Manager Geinzer mentioned that he had received an email from Chief O'Brien. The Chief was concerned that the lease for the fire hall had not been officially renewed. Due to the departure of the former manager, the approval had been unrecognized until the email from the Chief.

Attorney Burns stated that according to the option 3b the existing lease had been extended. Suggested the City Council pass a motion to approve and extend the lease until November 2020, five years from the contract date of renewal.

Mayor Pro Tem Pipoly made a motion seconded by Gardner to approve the extension of the lease.

Motion passed 5-0-2.

PAVEMENT ASSESSMENT AND ASSET MANAGEMENT INTERGRATION

Engineer Markstrom from Tetra Tech introduced Jayson Nault who did a presentation on what pavement assessment meant and how it could benefit the City by giving accurate data to pick the roads and streets that are in the greatest need of repair. He also stated that the study could be completed within two months.

Manager Geinzer mentioned that the PAVER study information would work well with the new updated software obtained by the City via the SAW grant. He also mentioned that he believed that the cost could be covered by the current engineering budgetary line items or could be accounted for by reallocating funds with a budget amendment.

Mayor Pro Tem Pipoly made a motion seconded by Pettengill to approve the amount of \$41,000 to be awarded to Tetra Tech for pavement assessment and asset management.

Motion passed 5-0-2.

APPOINTMENT OF COUNTY COMMISSION LIAISON

Mayor Muzzin recommended the appointment of Councilmember Gardner to represent the Council at the Livingston County Commission.

Mayor Pro Tem Pipoly made a motion seconded by Pettengill to appoint Councilmember Gardner as liaison.

Motion passed 5-0-2.

CALL TO THE PUBLIC

Mayor Muzzin opened the Call to the Public at 8:14 p.m.

Call to the Public was closed at 8:14 p.m.

CLOSED SESSION PURSUANT TO MCL 15.268 (c)

It was moved by Mayor Pro Tem Pipoly and seconded by Gardner to go into Closed Session at 8:14 p.m. for a strategy session connected with the negotiation of a collective bargaining agreement pursuant to MCL15.268(C)

A roll call vote was taken. Yes: Muzzin, Pipoly, Gardner, Pettengill, Bohn,. No: none. Absent: Tobbe, Emaus

Motion passed 5-0-2.

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It was moved by Mayor Pro Tem Pipoly, seconded by Bohn to come out of closed session at 8:30 p.m.

ADJOURNMENT

It was moved by Councilmember Pettengill seconded by Bohn to adjourn the meeting at 8:30 p.m.

Motion passed 5-0-2

Pamela Stewart, Clerk

James Muzzin, Mayor



CITY OF BRIGHTON
REPORT FROM THE CITY MANAGER TO CITY COUNCIL
October 20, 2016

SUBJECT: SUBMISSION OF THE ANNUAL DDA AND LDFA REPORTS ON THE STATUS OF TAX INCREMENT FINANCING PLAN

ADMINISTRATIVE SUMMARY

- Pursuant to MCL Public Act 197 of 1975 the annual reports on the status of the tax increment financing plans must be
 - Filed annually with the State of Michigan Tax Commission within 90 days of year end, or as soon as the annual audit is completed.
 - Provided to City Council
 - Published in a general circulation newspaper (a web link to the report will be published in the LD)
- The attached reports were compiled using the audited DDA and LDFA numbers as of June 30, 2016 and presented earlier this evening.

Prepared by: Gretchen M. Gomolka, Finance Director

Approved by: Nate Geinzer, City Manager

City of Brighton
Annual Report on Status of Tax Financing Plan
Downtown Development Authority and Local Development Financing Authority
Year Ending June 30, 2016

	DDA	LDFA
Revenue:		
Tax Increment Revenues July	\$761,406	\$137,868
Tax Increment Revenues December	19,706	3,801
Interest	5,624	503
Other Income	<u>42,817</u>	<u>7,546</u>
TOTAL	829,553	149,718
Bond Reserve	\$0	\$0
Expenditures:		
Community Development	\$319,017	\$80,100
CSX Parking Lot	85,454	0
Old Dairy Mart Parking Lot	29,680	0
Lease	35,219	0
Debt Service		
Principal	559	30,000
Interest	48,344	20,495
Agent Fees	<u>0</u>	<u>750</u>
TOTAL	518,273	131,345
Outstanding Bonded Indebtedness		
Principal	\$641,548	\$310,000
Interest	<u>296,058</u>	<u>70,367</u>
TOTAL	937,606	380,367
Tax Increment Revenues Received		
From County	\$157,427	\$29,239
From City of Brighton	<u>620,677</u>	<u>114,645</u>
TOTAL	778,104	143,884
Number of Jobs Created	Unknown	Unknown

Downtown Development Authority

Captured Values	<u>2015 Taxable Value</u>	<u>Base Year Assessed Value</u>	<u>Captured Value</u>
Ad valorem PRE Real	\$2,943,570	\$134,532	\$2,809,038
Ad valorem non-PRE Real	93,993,470	29,658,068	64,335,402
Ad valorem industrial personal	8,326,580	836,000	7,490,580
Ad valorem commercial personal	10,735,818	5,640,600	5,095,218
Ad valorem utility personal	363,770	0	363,770
IFT New Facility real property, 50% SET exemption	811,885	0	811,885
IFT New Facility personal property on industrial class land	2,763,685	0	<u>2,763,685</u>
TOTAL CAPTURE DDA			\$ 83,699,578

Local Development Financing Authority

Captured Values	<u>2015 Taxable Value</u>	<u>Base Year Assessed Value</u>	<u>Captured Value</u>
Ad valorem non-PRE Real	\$4,314,724	\$618,600	\$3,696,124
Ad valorem industrial personal	9,888,900	0	9,888,900
IFT New Facility real property, 50% SET exemption	811,886	0	811,886
IFT New Facility personal property on industrial class land	1,832,046	0	<u>1,832,046</u>
TOTAL CAPTURE LDFA			\$ 16,228,956