

CITY OF BRIGHTON
CITY COUNCIL MEETING
CITY HALL
February 16, 2012

Regular Blue Sky - 7:00 pm: Review of Agenda Items for this evening's meeting

REGULAR SESSION - 7:30 P.M.

1. Call to order
2. Pledge of Allegiance
3. Roll Call

4. Consider approval of the Agenda
5. Approval of minutes: [Regular Meeting](#) and Closed Sessions of [February 2, 2012](#), and [Worksession of January 26, 2012](#)
6. Mayor's Reading of Citizen Inquiries received since the last City Council Meeting
7. Call to the Public

Consent Agenda

8. Consider approval of [an Ordinance to start a possible Utility Revenue Bond Issue Refinancing process](#) as recommended by the City's Financial Advisor and Finance Director
9. Consider approval of Mayor's recommended appointment to the PSD Board

Policy Development & Customer Communications' action item

10. Consider approval of a recommended [construction contract award proposal for possible Chip & Seal street pavement maintenance projects](#)
11. Conduct the [annual public hearing to obtain input regarding the City Cemetery Services and Rules](#)
12. Consider an updated City Council-adopted Goals-progress report from the City Manager
13. Consider approval of the agenda for the February 23rd City Council Worksession

Other Business

14. Information for City Customers
15. Receive updates from Council Member Liaisons to other Boards and Commissions
16. Call to the Public
17. Consider a closed session at the request of the City Labor Attorney to provide an update on pending labor negotiations and for authority to execute a collective bargaining agreement, as amended, with the DPS unit.
18. Consider a motion or action as may be recommended by the City Labor Attorney and or City Attorney
19. Conduct a closed session for tax tribunal matters per the request of the City Attorney
20. Consider possible actions regarding pending tax tribunal matters as may be recommended by the City Attorney
21. Adjournment

MINUTES OF THE MEETING OF THE CITY COUNCIL OF BRIGHTON
HELD ON FEBRUARY 2, 2012 AT THE BRIGHTON CITY HALL
200 N. 1ST STREET, BRIGHTON, MICHIGAN

BLUE SKY SESSION

The Council conducted a Blue Sky Session at 7:00 p.m. Present were Mayor Muzzin, Mayor Pro-Tem Cooper, Councilmembers Schillinger, Bandkau, Bohn, Pipoly and Roblee. The Council reviewed the agenda items.

REGULAR SESSION

Mayor Muzzin called the regular meeting to order at 7:30 p.m. Following the Pledge of Allegiance, the roll was called, there being present were Mayor Muzzin, Mayor Pro-Tem Cooper, Councilmembers Schillinger, Bandkau, Pipoly, Roblee and Bohn. Also in attendance were Attorney Paul Burns and Brad Maynes and Staff members Dana Foster, Jennifer Burke, Diana Lowe, Amy Cyphert, Matt Schindewolf, Jon Westendorf, Kelly Hanna, Matt Modrack and an audience of 10. Press and Media included Tom Tolen from WHMI and Jim Totten from Livingston County Press & Argus.

AGENDA APPROVAL

It was moved by Councilmember Bandkau, seconded by Roblee to approve the Agenda as amended. Add item #20a, Written Attorney/Client Privilege Closed Session. Move item #13, Veteran's Memorial after #20a, Written Attorney/Client Privilege. Move from Action Agenda to Consent Agenda item #12, Pay and Benefits Study and item #14, Legislative Communications. Motion passed 7-0.

MINUTES APPROVAL

It was moved by Mayor Pro-Tem Cooper, seconded by Bandkau to approve the Regular Meeting minutes of January 19, 2012 as presented. Motion passed 7-0.

It was moved by Mayor Pro-Tem Cooper, seconded by Roblee to approve the Closed Session Meeting minutes of January 19, 2012 as presented. Motion passed 7-0.

CITIZEN INQUIRIES

None.

CALL TO THE PUBLIC

Mayor Muzzin opened the Call to the Public at 7:34 p.m. The following comments were heard:

Pauline Holeyton, Shelby Township, stated the customers that have Smartmeters have seen their bills go up. There are health issues regarding EMF. She would like this issue to be an agenda item in regards to health, privacy and safety.

John Holeton, 2392 Barclay Ave, Shelby Township, discussed flyers regarding Smartmeters and there are currently 11 Townships that have placed moratoriums placed on them. He had a meter that measured radiation and discussed the health problems caused by excessive radiation.

Susan Walters-Steinacker asked if Council would put on our website of services that are free of charge and list all of the City's parks.

Ray Smith, Howell, discussed Electric Utility and stated it is not mandatory to have a Smartmeter.

Pat Cole, Brighton City, complimented the people that come to the City Council meetings to discuss information regarding Smartmeters.

Hearing no further comments, Mayor Muzzin closed the Call to the Public at 8:51 p.m.

Mayor Muzzin stated this body has taken Smartmeters seriously and have taken action by deferring to our Legal Counsel.

CONSENT AGENDA

It was moved by Councilmember Bandkau, seconded by Bohn to approve the Consent Agenda. Motion passed 7-0.

The following items were approved on the Consent Agenda

1. Approved the Quarterly Investment Report.
2. Reviewed the Quarterly Expenditure Report.
3. Approved a group of comparable city governments to be used for the upcoming Administrative Non-Union employees Pay and Benefits' market study conducted by the Michigan Municipal League.
4. Authorized Legislative Communications to and with State Legislators about pending legislative proposals.

BRIGHTON AREA FIRE AUTHORITY PRESENTATION

Fire Chief, Mike O'Brien discussed activities of the Brighton Area Fire Authority, highlighting cooperative partnerships, training, public education, fire prevention, cross-training staff. He discussed false fire alarms. He thanked Chief Lane for his service stating there will be a ceremony recognizing him tomorrow night at the Brighton High School. He stated the Authority pays cash for their Capital Improvements and they are debt free.

2011 AND 2012 DDA PROJECTS

DDA/Community Development Director, Matt Modrack discussed the 2011 and 2012 DDA Projects highlighting the Cemetery Parking Lot, 205 West Grand River, St. Paul Street Pocket Park, Bagger Dave's, West Street Parking Lot, The White Dress, Wooden Spoon, Studio West, Sassafra, Talula, Elite Feet, Jack's Custard, Wedding Cake Art & Design Studio, The Pound, The New Chamber, PSD & Event Banner Program, Signage, Western House Brewery and Excelda.

Council thanked Matt Modrack and his staff for their work on the DDA projects and DDA Boardmembers Tim Corrigan and Mark Binkley for attending the evening's meeting.

CITY CUSTOMER INFORMATION

City Manager, Dana Foster stated he conducted the last of the scheduled the Focus Group meetings and what are the next steps to take if the City Council would like to place a Community Improvements bond issue on the November ballot.

Councilmember Roblee stated the Imagination Station Committee participated in a meeting that Dana Foster called and conducted. They discussed who was going to do what between the Volunteer Committee and the City. You can volunteer at Brighton Imagination Station on Facebook or email at brightonimaginationstation@gmail.com

Department of Public Services Director, Matt Schindewolf stated we have saved funds from less salt usage this winter and this does not effect future salt allocations.

CALL TO THE PUBLIC

Mayor Muzzin gave a Call to the Public at 8:46 p.m. The following comments were heard:

Susan Walters-Steinacker stated City of Brighton, Brighton Township and Genoa Township residents may rent the Fire Stations at no charge.

Pauline Holeton thanked the City Council for listening regarding Smartmeters.

John Holeton, 2393 Barclay Ave, Shelby Township, discussed the health risks of EMF and RF technology, no reasonable privacy, well being and health.

Hearing no comment, Mayor Muzzin closed the Call to the Public at 8:54 p.m.

Attorney Paul Burns stated City Council would see a proposed Smartmeter Resolution within the next two meetings.

ATTORNEY/CLIENT WRITTEN COMMUNICATION CLOSED SESSION

It was moved by Councilmember Roblee, seconded by Pipoly to go into Closed Session to discuss written Attorney/Client privilege communication pursuant to MCL 15.268(h) at 8:58 p.m. A roll call vote was taken. Yes: Schillinger, Bohn, Cooper, Muzzin, Bandkau, Roblee, Pipoly. No: none. Motion passed 7-0.

The Council convened into Closed Session at 8:58 p.m.

The Council reconvened the Regular Session at 9:10 p.m.

CLOSED SESSION ACTION

It was moved by Councilmember Bohn, seconded by Pipoly to approve the proposed settlement with Dairy Queen at the amounts giving by Mr. Samhat and authorize the City Manager to execute the amended agreement. Motion passed 6-1 with Mayor Pro-Tem Cooper voting “no”.

PENDING LITIGATION CLOSED SESSION

It was moved by Mayor Pro-Tem Cooper, seconded by Pipoly to go into Closed Session to discuss pending litigation pursuant MCL 15.268 (e) at 9:12 p.m. A roll call vote was taken. Yes: Schillinger, Bohn, Cooper, Muzzin, Bandkau, Roblee, Pipoly. No: none. Motion passed 7-0.

The Council convened into Closed Session at 9:14 p.m.

The Council reconvened the Regular Session at 9:32 p.m.

ATTORNEY/CLIENT WRITTEN COMMUNICATION CLOSED SESSION

It was moved by Councilmember Bandkau, seconded by Bohn to go into Closed Session to discuss written Attorney/Client privilege communication pursuant to MCL 15.268(h) at 9:35 p.m. A roll call vote was taken. Yes: Schillinger, Bohn, Cooper, Muzzin, Bandkau, Roblee, Pipoly. No: none. Motion passed 7-0.

The Council convened into Closed Session at 9:35 p.m.

The Council reconvened the Regular Session at 9:59 p.m.

CLOSED SESSION ACTION

It was moved by Councilmember Bohn, seconded by Cooper to release the Attorney/Client privilege on the written communication regarding the Veteran’s Memorial project dated February 1, 2012. Motion passed 7-0.

It was moved by Councilmember Pipoly, seconded by Cooper to rescind the original resolution 11-24, and return the donations received by the City.

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There was Council discussion regarding the City's support of the Veteran's Memorial project.

A roll call vote was taken. Yes: Bandkau, Cooper, Muzzin, Pipoly, Roblee, Schillinger. No: Bohn. Motion passed 6-1.

ADJOURNMENT

It was moved by Councilmember Pipoly, seconded by Roblee to adjourn the meeting at 10:16 p.m. Motion passed 7-0.

Diana Lowe, City Clerk

Jim Muzzin, Mayor

**MINUTES OF THE WORKSESSION OF THE
CITY COUNCIL, HELD ON JANUARY 26, 2012 AT THE
BRIGHTON CITY HALL, 200 N. 1ST STREET, BRIGHTON, MICHIGAN.**

Mayor Muzzin called the Worksession to order at 6:30 p.m. Present were Mayor Muzzin, Mayor Pro-Tem Cooper, Councilmembers, Schillinger, Cooper, Pipoly, Roblee and Bandkau. Also in attendance were Attorney Paul Burns, Staff Members: Dana Foster, Kelly Hanna, Matt Modrack and Diana Lowe and an audience of 2.

AGENDA APPROVAL

It was moved by Mayor Pro-Tem Cooper, seconded by Pipoly to approve the agenda for the evening's Worksession. Motion passed 7-0.

CALL TO THE PUBLIC

Mayor Muzzin gave a Call to the Public at 6:31 p.m. Hearing no comment, the Call to the Public was closed.

DISCUSSION

City Manager, Dana Foster stated there is a correction on the Debt Management Policy, 4th page, 3. Types of Permitted Debt, 4th paragraph, last sentence should read: The City should not issue "Limited Tax" G.O. Bonds, and delete the word "average" from same sentence.

Finance Director, Kelly Hanna stated the word "average" has been removed from the Debt Management Policy. She highlighted measures, Governmental Activities and Component Units (DDA, LDFA).

Council discussed the following:

- How would this affect our existing forecast? No.
- The DDA is a separate fund.
- The first indicator includes utility, DDA bonds and all City debt. It includes SEV from the whole City.
- We are over the limit on two indicators, in order to be within our policy, make them "average".
- We are measuring by GFOA and Bendzinski parameters
- Component units and governmental activities.

- Bond rating.

City Manager, Dana Foster stated the Council could deviate from the measures/policy when the rates are extremely low. The overall purpose of the policy is to have a balance between operating expenditures and debt service costs.

CALL TO PUBLIC

Mayor Muzzin gave a Call to the Police at 7:50 p.m. Hearing no comment, the Call to the Public was closed.

ADJOURNMENT

It was moved by Mayor Pro-Tem Cooper, second by Bandkau to adjourn the Worksession at 7:50 p.m. Motion passed 7-0.

Diana Lowe, City Clerk

Jim Muzzin, Mayor



February 6, 2012

Via E-mail

Mr. Patrick McGow
Miller, Canfield, Paddock and Stone, P.L.C.
150 W. Jefferson, Suite 2500
Detroit, Michigan 48226

RE: Not to Exceed \$6,200,000 City of Brighton County of Livingston, State of Michigan
2012 Refunding Bonds (Limited Tax General Obligation) (Refunding of 2001 Michigan
Municipal Bond Authority Revenue Bonds)

Dear Patrick:

We are requesting that you prepare a parameters resolution for the City so that they may adopt the same. The resolution shall provide the following:

1. Bendzinski & Co. Municipal Finance Advisors, shall be named as the registered municipal advisor;
2. Miller, Canfield, Paddock and Stone, P.L.C. shall be named as bond counsel;
3. Fifth Third Securities Inc. shall be named as underwriter;
4. Please provide that the City wishes to sell the bonds through a negotiated sale because it is the most efficient and expeditious process, and will result in the lowest interest cost to the City;
5. Maximum underwriter's discount shall not exceed 1%;
6. The bond issue shall be fully-registered in \$5,000 denominations or multiples thereof, and the par amount shall not exceed \$6,200,000;
7. The bonds will be dated as of the date of delivery;
8. Interest payments will be May 1 and November 1 of each year, and the first interest payment will be determined at the date of pricing, based on market conditions;
9. The bonds will mature November 1, annually through and including 2020, and the first principal payment date will be November 1, 2012.
10. The maximum interest rate on the bonds shall not exceed 5.00% per annum;
11. Bond maturity amounts, call features and term bond option shall be determined at the date of pricing, based on market conditions;

Bendzinski & Co.

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12. The City will designate the Bonds as "qualified tax-exempt obligations" for purposes of deduction of Internal Revenue Code of 1986, as amended;
13. Provided that CUSIP identification numbers are printed on the bonds, the purchaser agrees to pay the amount printed on the CUSIP invoice for the assignment of such numbers to the CUSIP Service Bureau;
14. The City will furnish Bonds for delivery through DTC in New York, New York, or any other place mutually agreeable. Delivery of the Bonds shall be within 45 days from the date of sale of the Bonds;
15. The City Manager or Finance Director shall have the authority to take any actions that may be necessary to purchase a policy or policies of municipal bond insurance with respect to the Bonds if the City Manager or City Clerk/Treasurer determines that the purchase of such municipal bond insurance is in the best interest of the City; and
16. The City Manager or City Clerk/Treasurer shall have the authority to complete this financing without having to go back to the City Council.

We believe this provides you with the information required to begin preparing the necessary resolution and documents. In order for this resolution to be considered by the City Council at their meeting scheduled for February 16, 2012, the City has requested that the resolution be on hand with the City no later than February 8, 2012.

In the meantime, should you have any questions or require any additional information, please do not hesitate to call.

Sincerely,

BENDZINSKI & CO.
Municipal Finance Advisors



Robert J. Bendzinski, CIPFA

RJB/JLL

cc: Dana Foster, City Manager
Kelly LaLonde, Finance Director
Louis Orcutt, Fifth Third Securities
Steven Mann, MCPS

DATE ISSUED: February 3, 2012

**CALL FOR PROPOSALS
INSTRUCTION AND SPECIFICATIONS FOR**

The City of Brighton will receive proposals, Monday through Friday, 8:00 a.m. to 5:00 p.m. at the City Hall, 200 N. First Street, Brighton, MI 48116. Proposals will be accepted until 5:00 p.m., Tuesday, February 14, 2012 for furnishing the supplies or services specified herein.

SPECIFICATIONS MUST BE MET AT THE TIME INDICATED ABOVE:

SUBMITTALS MUST BE ENCLOSED IN SEALED ENVELOPES MARKED:

"PAVEMENT MAINTENANCE 2012"

ATTN: DAVID BLACKMAR

The City reserves the right to accept or reject any or all proposals, to waive minor technicalities and to accept or reject any item of any proposal.

SUBMIT PROPOSALS TO:

City Hall
200 N. First Street
Brighton, MI 48116

OBTAIN INFORMATION FROM:

David Blackmar
Asst. DPS Director
(810) 225-8001

The documents constituting component parts of this contract.

- CALL FOR PROPOSALS
- INSTRUCTIONS, TERMS AND CONDITIONS
- SCOPE OF WORK
- CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT.

Bidders MUST submit two (2) copies of the total proposal. Upon formal award of the bid, the successful bidder will receive a copy of the executed contract. A CITY OF BRIGHTON PURCHASE ORDER is necessary to begin performance under this contract.

DANA W. FOSTER
CITY MANAGER

FAIRVIEW, BRIGHTON HILLS AND OLD VILLAGE CEMETERY **RULES AND REGULATIONS**

Statement of Policy

1. The Rules and Regulations for Fairview, Brighton Hills and Old Village Cemetery are reviewed and approved by the City of Brighton City Council, to serve as governance for the operations and maintenance functions of the City of Brighton owned Cemeteries.
2. These Rules and Regulations have been developed in order to maintain the city owned cemeteries in a condition wherein individual solace and memory may be sought, and the memorial intent of those whom care for those interred can be accommodated to a greatest degree possible without unduly disturbing the peaceful and reverent intent of the City of Brighton Cemeteries.
3. Per the direction of the City of Brighton City Council, these rules and regulations are deemed necessary for the upkeep of the city cemeteries, and are administered on a daily basis by the City's Cemetery Sexton, under the general supervision and direction of the City of Brighton Department of Public Services Director.
4. Cemetery patrons whom may have questions or concerns regarding the administration of these rules and regulations as promulgated can contact the City of Brighton Cemetery Sexton at 810-225-8001, or the Department of Public Services Director at 810-225-8001.

A. Decoration of Lots

Section 1 – Definition – Lot decorations shall be deemed to include all structures, ornaments, planting, or other embellishments, with the exception of monuments and markers or mausoleums which are placed on cemetery lots with the intention of improving their appearance. Because certain types of individual lot decorations are not in harmony with the development of the cemetery as a whole or because they may intensify maintenance problems, the City enforces certain rules regarding the decoration of cemetery lots.

Section 2 – **Decoration of Lots in Upright Marker Sections.** The following rules shall be observed with regard to the decoration of cemetery lots in the upright marker sections of the cemeteries:

- (a) Fencing of any kind, steps, structures of wood or equally perishable material are prohibited. Concrete or brick coping, edging, and curbs will be allowed provided they do not exceed the width of the stone or marker and extend no more than two (2) feet out from the front of the stone or marker. Such area may be used for decoration of the gravesites with landscape materials and/or plantings contained within such boundaries. If such decoration becomes unsightly by reason of neglect or age, they will be removed without prior notice by the Cemetery Sexton for Fairview and Brighton Hills Cemetery. No flowers, plantings or other decorations shall be allowed outside of these boundaries as described above without the express written permission of the Cemetery Sexton. (See attached permission form).
- (b) No elevated mounds shall be built over graves and no lot shall be filled above the grade established by the City.

- (c) Receptacles for cut flowers will be permitted if installed flush with the surface of the lawn. The use of glass jars or bottles as receptacles for cut flowers is strictly prohibited. Artificial flowers made from silk or similar materials will be permitted only as long as properly maintained and confined to receptacles intended for cut flowers. Such flowers shall be removed without prior notice by the Cemetery Sexton for Fairview and Brighton Hills Cemetery when they become unsightly by reason of neglect or age.
- (d) **Winter Decorations may be maintained on graves until April 1st. If such decorations are not removed by April 1st, they shall be considered abandoned and will be disposed of by the City Cemetery Sexton after review and approval by the City of Brighton's Department of Public Services Director.**
- (e) **Urns shall be permitted only if properly installed and maintained next to a given headstone, (not to be placed in front or in back of subject headstone). Any urns not in use by June 15th shall be turned over at the gravesite and left for recovery and proper planting and maintenance. Any urns not recovered and planted/maintained throughout the remainder of the calendar year wherein it was turned over, shall be removed from the gravesite and disposed of the following year on June 15th.**
- (f) Arches for hanging baskets or eternal lights are allowed provided:
- The arch is of an approved make acceptable to the Cemetery Sexton;
- The only items acceptable for suspension from the arch are eternal lighting fixtures or hanging baskets for plantings. If such decoration becomes unsightly by reason of neglect or age, they will be removed without prior notice by the Cemetery Sexton for Fairview and Brighton Hills Cemetery. The Cemetery Sexton shall remove items other than those specified without prior notice;
- Urns shall not be suspended from the arch;
- The arch shall be installed by the headstone in such manner as approved by the Cemetery Sexton and so as to not interfere with normal maintenance of the lot;
- Non-approved arches or non-approved decorations suspended from the arches shall be removed at the Cemetery Sexton's discretion without prior notice.
- (g) Toys, stuffed or otherwise manufactured or sculptured animals, statues or statuettes, personal items and/or other unsightly objects that interfere with the maintenance of the lot, as per the discretion of the Cemetery Sexton, will not be permitted as grave decorations except as permitted above in sub set (a), and shall be removed without prior notice by the Cemetery Sexton for Fairview and Brighton Hills Cemetery.
- (h) Plantings shall be permitted only under supervision of the Cemetery Sexton, and after receiving written permission therefore, plantings placed on a lot without a permit will be removed without notice.
- (i) The planting of hedges is strictly prohibited. Existing hedges will be removed whenever they become unsightly or encroach upon an adjoining lot or path.

- (j) The Cemetery Sexton and or cemetery maintenance personnel will remove all flowers, trees, and shrubs, which have become unsightly or dangerous.
- (k) **Memorial Flag holders intended to honor service to the citizens of the United States of America shall be permitted to be sited at a gravesite, at either end of a headstone, or placed within the decorative border as described in subset (a) above. Such flag holders may commemorate service in the military, military organizations, and service to the public at large, (Police Officers, Firefighters, etc.) Such flags will be allowed to remain at a gravesite throughout the year, and shall be required to be maintained in good condition by any given organization or person that shall such place a flag in a given holder.**

Flag Holders for decorative flags shall be allowed to remain in place at either end of a headstone or within the decorative border throughout the year with or without a flag in place.

- (l) No deciduous tree or conifer shall be removed or pruned except under the direction and with the consent of the Cemetery Sexton.
- (m) Benches of granite material shall be allowed to be donated to Fairview and Brighton Hills Cemetery for placement by the Cemetery Sexton in areas, which will provide for silent reverie and reflection. Such benches shall be near uniform in appearance and inscriptions shall have the prior approval of the Cemetery Sexton for Fairview and Brighton Hills Cemetery. No form or type of advertising shall be allowed. Benches provided by the City of Brighton for such silent reverie and reflection shall be regulated in like manner.

Section 3 – **Decoration of Lots in Flush Marker Section.** The following rules shall be observed with regard to the decoration of lots in the flush marker sections of the cemeteries.

- (a) No planting shall be made by anyone other than the cemetery employees on flush marker sections. Such planting as may be installed by cemetery employees will be limited to areas set aside for that purpose.
- (b) Cut flowers will be permitted provided they are placed in approved receptacles, installed flush with the lawn surface.
- (c) Potted plants will be permitted to remain on lots from May 29th until June 15th. If left after this date, they will be removed without notice.
- (d) No other lot decoration of any description will be permitted on lots in flush marker sections, save for shepherds hooks approved by the Cemetery Sexton or provided for in Section 2(k) above.

B. Location of Markers on a Lot. Markers shall be placed at the head of grave as platted. In the upright marker sections, only flush markers will be allowed at graves located on lots in other than a platted grave space. No marker shall be placed nearer than 4 inches to a lot line. No more than one marker shall be placed at any one grave. No marker shall embrace two or more graves except on a

two or three grave lot where a double or three-grave marker is permitted. No marker shall be set unless it is first approved by the City Clerk.

- C. **Inscriptions on all Markers** at the same end of a lot shall read from the same direction. Flush markers with raised letters shall be protected with a raised panel one-inch in width.
- D. **Monument and Marker Foundation.** All monuments and markers shall be on a foundation of a depth and size and of a material deemed adequate by the City Clerk. All foundations shall be installed by cemetery personnel. Single lot largest marker size is 36”x 18”; double lot largest marker size is 72” x 18”.
- E. **Installation of Monuments and Markers.** Those persons engaged in placing monuments and markers shall provide planking adequate to protect turf shall remove materials and equipment immediately upon completion of work. The site shall be left in a clean, orderly condition. Markers and monuments will not be permitted to be delivered to lots until a proper order for a foundation installation has been placed with the City Clerk.
- F. **Monuments and Markers for Cremains.** Grave markers in the cremains section of the cemetery shall be limited to flush markers only. Largest foundation marker 8” x 16”.
- G. **Mausoleums.**
 - (a) **Approval of Plans and Location.** Before work on any private mausoleum is begun, the location and complete plans and specifications shall be approved by the City Clerk. Mausoleums may be constructed on suitable sites in any section of a municipal cemetery except those sections designated as flush marker and single grave sections.
 - (b) **Endowment.** Before construction of a mausoleum, a sum of money equal to not less than 15 percent of the estimated cost of such a mausoleum shall be deposited with the City. Income from investments of this sum shall be used for perpetual maintenance of the mausoleum.
 - (c) **General Requirements.** Interments in crypts shall be made in hermetically sealed caskets. Duplicate keys for mausoleums shall be left in the care of the City Clerk.
- H. Children’s section (babyland): Largest foundation size 10” x 20” – upright markers are allowed
- I. Fairview Cemetery, Section 11 (annex): Flush Markers only 24” x 12”
- J. **Cemetery Buyback.** As according to Resolution #96 -23, Cemetery Buyback Price Policy (Attachment 7) the City shall buy back the cemetery grave or \$175.00 per grave. If the grave was purchased within the last 90 days this is considered saleable for 75% of the fee paid whether it was the resident or non-resident price paid.
- K. **Hold Policy.** Lots may be held for 90 days. One lot must be purchased within the 90 days period to continue the Hold Policy.

Revised and adopted April 15, 2010

SPECIAL CEMETERY PLANTING PERMIT

I, _____, Cemetery Sexton for the City of Brighton, do hereby grant permission for a special planting to _____ address: _____, phone number: _____, in the _____ Cemetery, Section, _____, Lot _____, Grave(s) _____.

Type of plants/trees: _____

Sexton Signature: _____ Date: _____

Please note: Plantings shall be permitted only under supervision of the Sexton of cemeteries, and after receiving written permission therefore, plantings placed on a lot without a permit will be removed without notice.

Plantings shall be maintained in good condition or shall be subject to removal at the discretion of the Sexton without prior notice.

02/17/11 CITY COUNCIL MINUTES

BRIGHTON CEMETERIES RULES AND REGULATIONS PUBLIC HEARING

Mayor Bandkau closed the Regular meeting at 7:53 p.m. and opened up the Public Hearing for Citizen input on the City of Brighton Cemeteries' Rules and Regulations. The following comments were heard:

Patricia Cole, Brighton City, stated she has noticed an improvement at the cemetery. She suggested having a receptacle with Cemetery Rules and Regulations at Fairview.

Hearing no further comment, the Public Hearing was closed at 7:55 p.m.

It was moved by Councilmember Roblee, seconded by Bohn to direct City staff to add a weather proof box for the Cemetery Rules and Regulations at Fairview cemetery. Motion passed 5-2, with Councilmember Schillinger and Cooper voting "no".

**CITY OF BRIGHTON
NOTICE PUBLIC HEARING**

PLEASE TAKE NOTICE that the Brighton City Council will hold a public hearing at 7:30 p.m., February 16, 2012, at the Brighton City Council Chambers, 200 N 1st Street, Brighton, Michigan 48116 for the purpose of soliciting public input and suggestions regarding the City of Brighton-owned Fairview, Brighton Hills, Brighton Hills Veterans Only Section and Old Village Cemeteries.

ALL CONCERNED CITIZENS are invited and encouraged to attend this public hearing.

To comply with the Americans with Disabilities Act (ADA): Any citizen requesting accommodation to attend this meeting/function and/or to obtain this notice in alternate formats, please contact David Blackmar, ADA Coordinator (810) 227-1911.

DIANA LOWE
CITY CLERK