

CITY OF BRIGHTON
CITY COUNCIL MEETING
CITY HALL
March 5, 2015

Regular Blue Sky: 7:00 p.m.: 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 of February 19, 2015](#)
6. Veterans Memorial Volunteer Committee presentation of appreciation to the City Council
7. Call to the Public

Consent Agenda

8. Review & determination of any City Council Liaison appointments needed
9. Consider approval of the Mayor's recommended DDA Board Reappointment
10. Consider approval of a [Civic Event application for the 2015 Brighton Community Reunion event](#)

Policy Development & Customer Communications' action item

11. Receive presentation from the Planning & Zoning Director regarding the updated Proposed 6-year Capital Improvements Program (CIP) as recently approved by the Planning Commission
12. Consider approval of a [Resolution in Support of the Road-funding related statewide election Ballot Proposal](#)

Other Business

13. Information for City Customers
 - a. Report from the City Manager on responses to Citizens Inquiries to City Council received since the last Council Meeting
 - b. Progress updates from the City Manager on City Council-adopted goals
14. Receive updates from Council Member Liaisons to other Boards and Commissions
15. Call to the Public
16. Adjournment

MINUTES OF THE MEETING OF THE CITY COUNCIL OF BRIGHTON
HELD ON FEBRUARY 19, 2015 AT THE BRIGHTON CITY HALL
200 N. 1ST STREET, BRIGHTON, MICHIGAN

BLUE SKY SESSION

The Council conducted a Blue Sky Session at 6:00 p.m. Present were Mayor Muzzin, Councilmembers Bohn, Gardner and Willis. The Council discussed Bonding vs. Cash Analysis for Unfunded CIP Infrastructure projects and reviewed the agenda items.

REGULAR SESSION

Mayor Muzzin called the regular meeting to order at 7:32 p.m. Following the Pledge of Allegiance, the roll was called. Present were Mayor Muzzin, Councilmembers Willis, Bohn and Gardner. Also in attendance were Attorney Brad Maynes, Engineer Gary Markstrom, Staff members Dana Foster, Jennifer Burke, Amy Cyphert, Scott Sage, Dave Blackmar, Tim Krugh, Kelly Hanna, Tom Wightman, Ken Townsend and an audience of 10. Press and media included Tom Tolen from WHMI.

It was moved by Councilmember Willis, seconded by Bohn to excuse Mayor Pro-Tem Pipoly and Councilmembers Bandkau and Tobbe from the evening's meeting. Motion passed 4-0-3.

AGENDA APPROVAL

It was moved by Councilmember Bohn, seconded by Willis to approve the agenda with the following changes: Move Item #9 Site Plan Approval of the CSX Parking lot to the action agenda. Delete item #10 Council Liaison Appointments, Item #11 Civic Event Application from "The Pound" and item #13 Updated Proposed 6 year Capital Improvements Program. Motion passed 4-0-3.

MINUTE APPROVAL

It was moved by Councilmember Bohn, seconded by Willis to table the Regular Meeting minutes of February 5, 2015. Motion passed 4-0-3.

KEN TOWNSEND RETIREMENT

City Manager, Dana Foster read a Proclamation for Ken Townsend's retirement.

Police Patrol Officer, Ken Townsend thanked the Council.

CALL TO THE PUBLIC

Mayor Muzzin opened the Call to the Public at 7:45 p.m.

Bob Pettengill, expressed concerns with the approval of the CSX Parking Lot.

Hearing no further comment, the Call to the Public was closed at 7:46 p.m.

CONSENT AGENDA

It was moved by Councilmember Bohn, seconded by Willis to approve the Consent Agenda amended. Motion passed 4-0-3.

The following items were approved:

1. Approved a conditional site plan approval for the Caretel Inns Expansion #15-001 as depicted on plans prepared by Boss Engineering, job no. #14-295, sheets C1 – C13, last dated 1-29-15 and plans prepared by Interface Architecture & Design, job no. #2839, last dated 1-28-15, sheets A1-A6 subject to the following:
 1. The sidewalk adjacent to the drop off lane shall be increased from 3 feet to the required minimum of 4 feet.
 2. That the applicant must address any outstanding Fire Code requirements with the Fire Department during the construction review.
 3. That the applicant must address any outstanding City Engineer requirements during the construction review.
 4. That the applicant must address any outstanding Building Code requirements with the Building Department during the construction review
 5. That public utilities easement documents be reviewed/approved by the City/City Attorney and once approved filed with Livingston County.
 6. That a stop sign is added to the exit point of the new parking area.

SITE PLAN APPROVAL FOR THE CSX WEST PARKING LOT

There was Council discussion regarding the amended parking ordinance and to schedule a Special meeting to meet the deadlines.

It was moved by Councilmember Gardner, seconded by Bohn to approve a conditional site plan approval for the CSX Parking lot #15-004 as depicted on plans prepared by Desine Engineering, project no. 142520, sheets cover sheet, C1.0, C2.0, C2.1, C3.0, C4.0, and C4.1, last dated 2-5-15 and plans prepared by Lindhout Associates, project no. 1484, sheets A1.0 & A7.0, last dated 1-16-15 subject to the following:

1. That right of way permits are obtained from the Department of Public Services for work within the right of way.
2. That any damages done to the existing sidewalk (outside the scope of site plan work) be repaired to current condition.
3. That the new lights are LEDs.

It was moved by Councilmember Willis, supported by Gardner to use the parallel process with special meetings to obtain site plan approval, in accordance with state law. Motion passed 4-0-3.

CITY CEMETERY RULES AND REGULATION PUBLIC HEARING

Manager Foster thanked Scott Sage, Cemetery Sexton for attending the Council Meeting.

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Mayor Muzzin opened the City Cemetery Rules and Regulations Public Hearing at 8:14 p.m. Hearing no comment, the Public Hearing was closed.

SPRING MOUNTAIN DRIVE DEDICATION

City Attorney, Paul Burns discussed the Spring Mountain Drive dedication, consent judgment, the City accepting the road as public and the signed easement.

It was moved by Councilmember Bohn, seconded by Willis to approve Resolution 15-02, Accepting the dedication of Spring Mountain Drive. A roll call vote was taken. Yes: Willis, Bohn, Muzzin, Gardner. No: none. Absent: Pipoly, Tobbe, Bandkau. Motion passed 4-0-3.

UPDATED ENGINEERING STANDARDS

City Engineer, Gary Markstrom briefed the Council on the changes made to the Engineering Standards.

It was moved by Councilmember Willis, seconded by Gardner to approve Resolution 15-03, Updated Engineering Standards for the City's development review and approval process. A roll call vote was taken. Yes: Willis, Bohn, Muzzin, Gardner. No: none. Absent: Pipoly, Tobbe, Bandkau. Motion passed 4-0-3.

CITY CUSTOMER INFORMATION

City Manager, Dana Foster gave a report on the May ballot proposal for roads.

Mayor Muzzin read a citizens inquiry from Susan Walters-Steinacker regarding Susan Gardner's resume.

Mayor Muzzin stated that Council directed staff at the January 15, 2015 Council Meeting to obtain the resume from Ms. Gardner.

Mayor Muzzin gave a Brighton Area Fire Authority and Downtown Development Authority update.

Councilmember Bohn gave a Planning Commission update.

CALL TO THE PUBLIC

Mayor Muzzin gave a Call to the Public at 8:41 p.m. The following comment was heard:

Nancy Durance, thanked Council and staff for the road dedication, support and patience regarding Springhill.

Hearing no further comment, the Call to the Public was closed at 8:42 p.m.

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ADJOURNMENT

It was moved by Councilmember Willis, seconded by Gardner to adjourn the meeting at 8:42 p.m. Motion passed 4-0-3.

Jennifer Burke, Deputy City Clerk

Jim Muzzin, Mayor

**POLICY REPORT DPW
DEPARTMENT OF PUBLIC WORKS**

Prepared by:

Reviewed by:

Patty Thomas
Asst. DPW Director

Dana W. Foster
City Manager

ISSUE: To consider the Civic Event Application for the Brighton Community Reunion submitted by Downtown Main Martini Bar & Grille.

STAFF RECOMMENDATION: To approve the Civic Event Application for the Brighton Community Reunion.

BACKGROUND:

This is the second year this event is being held; however, the scope of the event has changed as it relates to it being in Downtown Brighton. The only part of the event that will be in the City is the party on West Street on Friday, night, July 17, 2015 from 5:00 pm to 2:00 am. It will be hosted by Downtown Main Martini Bar. West Street will be closed from Main Street to the entrance of the North Street Parking lot.

The applicant has not yet provided their insurance information and that will be secured by the Committee prior to the event.

BUDGET IMPACT: No additional police staffing will be required. DPW personnel will be needed to close and open West Street at the beginning and end of the event.

RELATIONSHIP TO CITY COUNCIL GOALS: Continued allowance of various Civic Events under controlled conditions to promote the Downtown City of Brighton area.

COUNCIL ACTION: Approval of the Civic Event Application for the Brighton Community Reunion as recommended by the Staff Civic Events Review Committee.

ATTACHMENTS: Civic Event Application



Civic Event Application

City of Brighton

200 N. 1st Street

Brighton, Michigan 48116

(810) 227-1911

**OFFICE USE
ONLY**

Date Received

By

**** APPLICATIONS MUST BE FILLED OUT COMPLETELY BEFORE THEY WILL BE CONSIDERED FOR REVIEW ****

Application Date

Name of Organization

Name of Applicant

Street Address

City

State

Zip

Cell Phone

Home Phone

Work Phone

Fax

Email Address

Event Title

Event Location

EVENT DAYS / TIMES (Please stipulate the following information for each date of event)

DATE

Day of Week

Beginning Time

Ending Time

Set up Time/Day

Tear down Time / Day*

Rain Date (if applicable)

PROCEEDS OF THIS EVENT WILL BE USED FOR:

IF THE PROPOSED CIVIC EVENT IS A PARADE OR RUN/WALK EVENT, PLEASE LIST THE POINT OF ORIGIN, PATH, TERMINATION POINT, NUMBER OF ENTRIES AND TRAFFIC CONTROL PLAN AS NECESSARY. (Use attached map to clarify the route)

ARE YOU PLANNING TO CHARGE AN ADMISSION FEE? YES NO

IF YES, WHAT KIND AND HOW MUCH?

DO YOU PLAN ON UTILIZING VENDORS AND/OR EXHIBITORS FOR SALES OF ANY KIND?
 YES NO

IF YES, COMPLETELY FILL OUT THE ATTACHED VENDOR CONTACT INFORMATION SHEET(S).

WHAT IS THE FEE CHARGED FOR EACH VENDOR? _____

DO YOU PLAN TO CONTRIBUTE REVENUES RECEIVED FROM THIS EVENT TO LOCAL ORGANIZATIONS AND/OR COMMUNITY GROUPS? YES NO

IF YES, TO WHOM AND HOW MUCH?

WHAT IS THE EXPECTED ATTENDANCE FOR THIS EVENT? _____

DO YOU PLAN ON SUPPLYING ADDITIONAL RESTROOM FACILITIES? YES NO

NUMBER OF VOLUNTEERS / STAFF? _____

HOW WILL THIS EVENT BENEFIT THE RESIDENTS AND/OR IMPROVE THE QUALITY OF LIFE IN THE CITY OF BRIGHTON?

ELECTRICAL SERVICES REQUIRED (Please Be as Accurate as Possible)

OTHER UTILITIES REQUIRED (Please Be as Accurate as Possible)

CITY FACILITIES REQUESTED (Please Be as Accurate as Possible)

DO YOU PLAN TO UTILIZE OFF-SITE PARKING FACILITIES YES NO

IF SO, WHAT LOCATION IS PLANNED? _____

WHAT IS YOUR PLAN FOR TRANSPORTATION FROM THE PARKING AREA TO THE EVENT LOCATION?

SIGNAGE REQUESTED (Detail sign locations on the attached map and provide sign renderings)

Number of Signs _____

Types of Signs _____

Locations of Signs _____

Date Signs Posted _____

Date Signs Removed _____

PLEASE ATTACH LIST OF EQUIPMENT; STAGE, TENTS, VEHICLES, ETC., THAT YOU PROPOSE TO USE IN THE EVENT OR BRING ONTO CITY PROPERTY, STREETS OR PARK AREAS - (ALL SUBJECT TO APPROVAL).

STREET CLOSURE

ARE YOU REQUESTING A STREET CLOSURE FOR YOUR EVENT? YES NO
If yes, detail the street(s) you would like closed, and the location of the closure(s) on the attached map.

ALCOHOL

DO YOU WANT TO SELL AND/OR SERVE ALCOHOL? YES NO

IF YES, PLEASE SEE THE ATTACHED SHEET TITLED “ALCOHOL” AND FILL IN THE QUESTIONS COMPLETELY AND IN DETAIL.

SECURITY

If the event requires the overnight setup or storage of goods, equipment, etc. security is the responsibility of the event applicant.

IF YOUR EVENT REQUIRES OVERNIGHT SECURITY, PLEASE PROVIDE THE FOLLOWING DETAILS OF YOUR SECURITY PLAN:

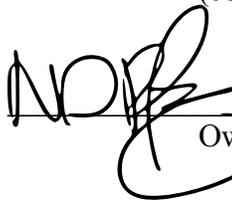
ON SITE REPRESENTATIVES NAMES AND CONTACT NUMBRs:

<u>Name</u>	<u>Contact number</u>
_____	_____
_____	_____
_____	_____

OWNER(S) AFFIDAVIT *

I, _____, have authorized _____ as My
(company or organization owner) (Civic Event Applicant)

Representative for the purpose of obtaining a Civic Event permit(s) from the City of Brighton Public Services Department for my organization located at _____.
(company or organization address)



Owner's Signature

Date

INDEMNIFICATION AGREEMENT

The _____ agree(s) to defend, indemnify, and hold harmless the City of
(business/organization)

Brighton, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage that may be asserted, claimed or recovered against or from the _____ and/or the City of
(business/organization)

Brighton, by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Brighton or by third parties, or by the agents, servants, employees or factors of any of them.

Signature  _____ Date _____

Witness  _____ Date _____

ALCOHOL

PLEASE GIVE A BRIEF DESCRIPTION OF THE TYPE OF ALCOHOL TO BE SOLD / SERVED

WHO WILL BE THE ALOCHOL LICENSE HOLDER?

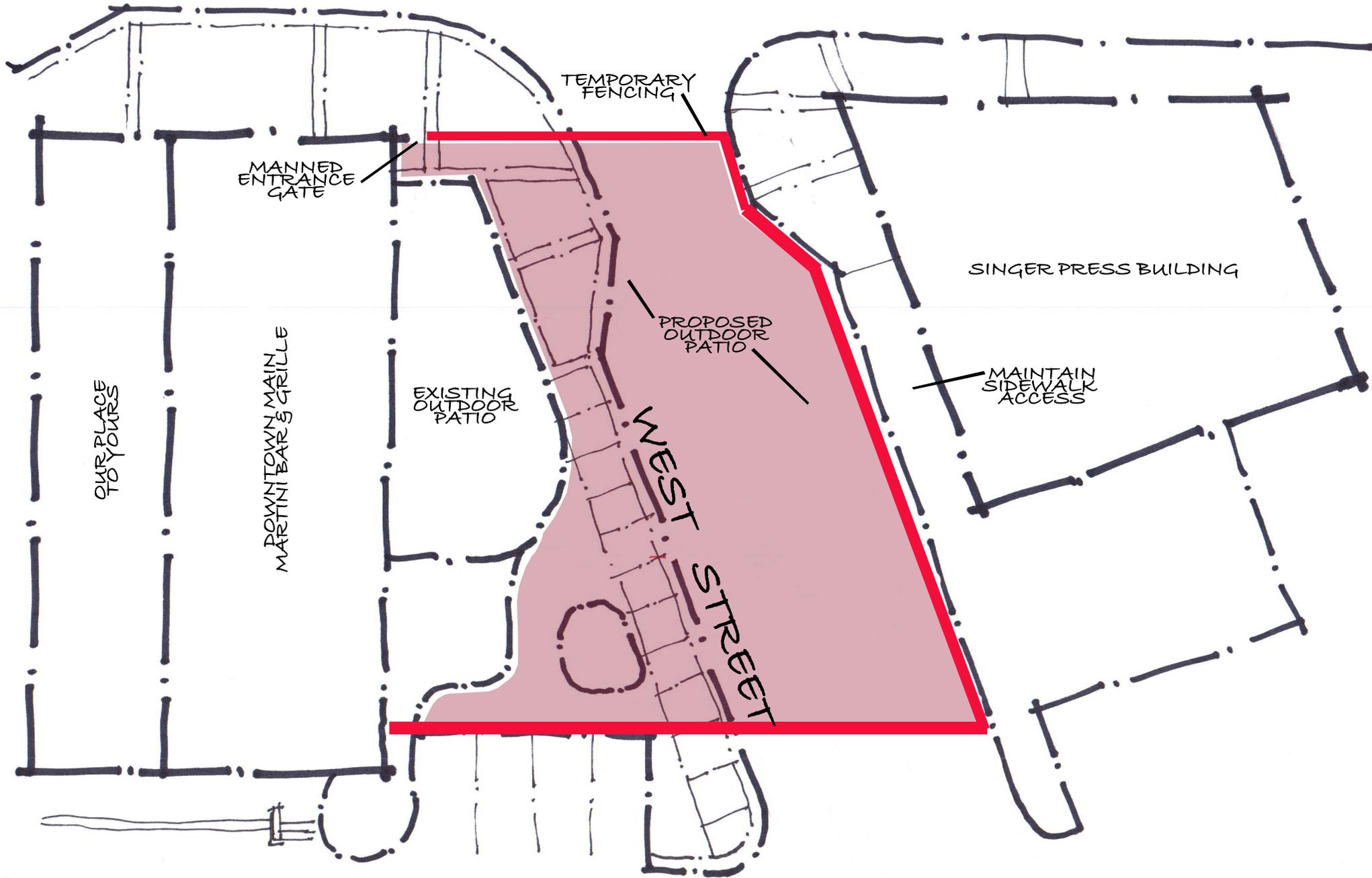
ON THE ATTACHED MAP, DETAIL THE LOCATIONS WHERE ALOCHOL WILL BE SOLD / SERVED.

DESCRIBE IN DETAIL YOUR ALCOHOL MANAGEMENT PLAN

**** IF ALCOHOL SALES OR SERVICE IS APPROVED BY THE CITY COUNCIL AS PART OF THIS EVENT, THE APPLICANT MUST ALSO RECEIVE APPROVAL FROM THE LIQUOR CONTROL COMMISSION**

**** IF ALOCHOL SALES OR SERVICE IS APPROVED, EVENT INSURANCE MUST INCLUDE AN ADDITIONAL INDEMINATION FOR ALOCHOL**

MAIN STREET



Resolution in Support of Proposal 1 for Safer Roads

WHEREAS, Michigan’s roads and bridges threaten driver safety and contribute to countless accidents each year, as drivers swerve to avoid potholes and other road hazards; and

WHEREAS, 38 percent of Michigan’s state- and locally-owned urban roads and 32 percent of the state’s state- and locally-owned rural roads are in poor condition; and

WHEREAS, Michigan has relied on Band-Aid, short-term fixes for our roads instead of investing enough money to fix our roads for the long term; and

WHEREAS, Michigan invests less per capita in transportation than any state in the United States of America; and

WHEREAS, the longer we wait to fix Michigan’s roads, the more it will cost us; and

WHEREAS, in addition to threatening public safety, Michigan’s crumbling roads hurt our economy; and

WHEREAS, Proposal 1 on the May 5 ballot is Michigan’s last, best chance to finally fix our roads with funds that the politicians can’t divert somewhere else – while also supporting Michigan’s long-term future by investing in our public schools and local communities;

NOW THEREFORE BE IT RESOLVED: That the City of Brighton supports Proposal 1 on the May 5 ballot to provide the funding needed to finally fix our roads for the long term; and

RESOLVED: That the City of Brighton knows the 1-cent increase in the sales tax will benefit local communities and help ensure drivers’ safety on the roads; and

RESOLVED: That the City of Brighton formally supports Safe Roads Yes! because if it passes, every penny we pay at the pump in state gas taxes is guaranteed in the constitution to go to transportation.

AYES:

NAYS:

ABSTAIN:

ABSENT:

This Resolution was _____ this day of March 5, 2015.

Diana Lowe, City Clerk

I, Diana Lowe, City Clerk for the City of Brighton, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by City Council at the Regular meeting held on March 5, 2015.

Diana Lowe, City Clerk