

CITY OF BRIGHTON
CITY COUNCIL MEETING
CITY HALL
April 16, 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: Special City Council Meeting of April 1st, Regular Meeting and Closed Session of April 2nd
6. Call to the Public

Consent Agenda

7. Consider conditional site plan approval of an addition, façade, and site improvements at 8539 W. Grand River as recommended by the Planning Commission
8. Consider conditional site plan amendment approval for SkyZone at 8151 Movie Drive (the former Michaels' Store location) as recommended by the Planning Commission
9. Consider a conditional site plan extension approval for the Hampton Inn at 8068 Challis Road (same parcel as Homewood Suites) as recommended by the Planning Commission
10. Consider approval of a Special Land Use Permit for an overflow parking lot within the CSX railroad property adjacent to the DBD Zoning District and northwest of the Main Street and railroad intersection as may be recommended by the Planning Commission and supported by a Planning Commission Finding of Facts at the Special Planning Commission Meeting of April 16th .
11. Consider conditional site plan approval for the CSX West Overflow Parking Lot as may be recommended by the Planning Commission at the Special Planning Commission Meeting of April 16th.
12. Consider approval of a gaming license resolution for a fundraising event to be conducted by Lake Trust Credit Union

Policy Development & Customer Communications' action item

13. Conduct the City Charter-required public hearing on the City Council's Proposed Fiscal Year 15-16 City Budget . After the public hearing has been conducted, consider any motions or directions to the City Manager for the budget adoption related agenda item preparation for the May 7, 2015 City Council Meeting

Other Business

14. 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
15. Receive updates from Council Member Liaisons to other Boards and Commissions
16. Call to the Public
17. Adjournment



Charitable Gaming Division
 Box 30023, Lansing, MI 48909
 OVERNIGHT DELIVERY:
 101 E. Hillsdale, Lansing MI 48933
 (517) 335-5780
 www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
 (Required by MCL.432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____,
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____.
APPROVAL/DISAPPROVAL

APPROVAL	DISAPPROVAL
Yeas: _____	Yeas: _____
Nays: _____	Nays: _____
Absent: _____	Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and
 adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL
 meeting held on _____.
DATE

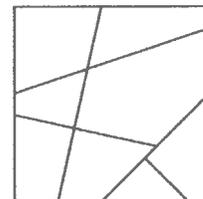
SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
 PENALTY: Possible denial of application.
 BSL-CG-1153(R6/09)

LAKE TRUST FOUNDATION



April 9, 2015

City of Brighton
200 North First Street
Brighton, MI 48116

The Lake Trust Foundation was established in 2012 to enhance Lake Trust Credit Union's core value of making a difference and to encourage economic empowerment and financial stability in communities where its members and employees live, work and raise their families.

By supporting organizations that share its passion for making a difference, the Foundation endeavors to create and advance opportunities in financial literacy and initiatives that enhance our communities.

The Foundation takes a three tiered approach to achieve its mission.

Education – Providing opportunities for people to strengthen their financial knowledge base so they can make better informed decisions on the use and management of their money and attain economic security.

Community Engagement – Building partnerships, beginning conversations and volunteering with community organizations that share our commitment to creating vibrant neighborhoods.

Philanthropy – Investing in organizations that share our passion for improving quality of life through economic empowerment and community enhancement.

The Foundation has supported organizations such as; Gleaners Community Food Bank, Livingston County, Susan G. Komen Michigan, WKAR and Junior Achievement as well as awarded scholarships to Michigan high school seniors and hosted financial education seminars in schools, libraries and Lake Trust Credit Union branches.

People helping people, it's not just a saying. It is a commitment to help strengthen our communities across Michigan.

Sincerely,



Keith Koppmeier

Executive Director | Lake Trust Foundation

Director, Corporate Responsibility & Government Relations | Lake Trust Credit Union

INTERNAL REVENUE SERVICE
F. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAY 08 2008

ITEC-LANSING
C/O PRIMA CIVITAS FOUNDATION
1614 E KALAMAZOO ST
LANSINGMI 48912-2734

Employer Identification Number:
26-1077810
DLN:
17053333302037
Contact Person: DONNA ELLIOT-MOORE ID# 50304
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170 (b) (1) (A) (vi)
Form 990 Required:
Yes
Effective Date of Exemption:
August 31, 2007
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
December 31, 2011
Addendum Applies:
NO

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

ITEC-LANSING

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Choi". The signature is written in a cursive style with a large, looping initial "R".

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC
Statute Extension

POLICY REPORT - FINANCE

Conduct a Public Hearing on the Proposed FY 2015-16 City Budget

April 16, 2015

Prepared by:

Reviewed by:

Kelly Hanna, Finance Director

Dana Foster, City Manager

ISSUE:

The City Council must conduct a public hearing prior to the adoption of the City Council's FY 2015-16 Budget.

STAFF RECOMMENDATION:

To formally conduct the public hearing on the City's proposed FY 2015-16 Budget, to receive input from the public prior to the adoption of the Budget.

BACKGROUND:

Based on the requirements of Chapter 8, Section 3 of the City Charter, the attached public notice of the said public hearing has been published in the Livingston County Press & Argus issues of April 10 and April 12, 2015. The notice reflects the City Council's changes to the City Manager's proposed FY 2015-16 Budget per City Council's adopted motion on April 2, 2015:

General Fund

1. Reduce the appropriation to SELCRA from \$51,908 to \$36,072
2. Remove the part-time parking enforcement program - \$30,000 (including the revenue of \$30,000 from the DDA Fund)
3. Add an appropriation to the Historical Society of \$2,000
4. Change the part-time Police Dispatch Clerk to Full-time – increase of \$34,000
5. Add a DPW employee - \$50,000
6. Add the Zoning Ordinance Update - \$50,000 (\$25,000 to be funded by an appropriation from the DDA Fund)

DDA Fund

1. Reduce the appropriation to the General Fund by \$30,000 for the removal of the part-time parking enforcement program (until further decisions by the DDA Board and City Council regarding same).
2. Increase the appropriation to the General Fund by \$25,000 for half of the Zoning Ordinance Update

RELATIONSHIP TO GOALS:

The budget document funds, through appropriations, the goals of the City.

BUDGET IMPACT:

The City Council shall consider the public's input when finalizing the FY 2015-16 Budget.

ACTION/MOTION:

Hold the public hearing on the City Council Proposed FY 2015-16 Budget.

CITY OF BRIGHTON
 NOTICE OF PUBLIC HEARING
 ON PROPOSED FY 2015-16
 CITY BUDGET

The City of Brighton will hold a public hearing at 7:30 p.m. on Thursday, April 16, 2015 in the City Council Chambers, 200 North First Street, Brighton, for the purpose of receiving written and oral comment concerning the City of Brighton's proposed budget for fiscal year 2015-16 which is summarized below.

All interested citizens are encouraged to attend and/or submit comments.

SUMMARY OF PROPOSED 2015-16 BUDGET CITY OF BRIGHTON

<u>Source:</u>	<u>Revenue</u>
Property Taxes, Penalties, Interest & Fees	\$ 6,873,593
Licenses & Permits	368,700
Federal Grants	10,000
State Grants	657,026
State Shared Revenue	1,104,215
Local Unit Contribution	93,500
Service Charges	3,996,243
Fines & Forfeits	102,175
Investment Earnings	37,180
Rents & Royalties	71,650
Other Revenue	290,172
Other Financing Sources	5,229,254
Net Use of Fund Balance and Working Capital	(508,573)
Less: Appropriations Between Funds	<u>(1,917,589)</u>
TOTAL REVENUE	<u>\$ 16,407,545</u>

<u>Fund:</u>	<u>Expenditures</u>
General	7,975,493
Streets (including capital improvements)	2,949,459
PSD	102,950
Arts/Cultural Commission	9,900
Imagination Station Maintenance	7,500
Forfeiture Funds	2,720
Street Debt	661,857
Capital Improvements (including debt)	248,019
Law Enforcement/Public Safety	152,050

Building Authority (including debt)	126,911
Downtown Development Authority (including debt)	722,388
Local Development Finance Authority (including debt)	77,173
Utilities (including capital and debt less depreciation)	5,288,715
Less: Appropriations Between Funds	<u>(1,917,589)</u>
TOTAL EXPENDITURES	<u>\$ 16,407,545</u>

The property tax millage rate proposed to be levied and the utility rates proposed to be charged to support the proposed budget will be a subject of this hearing.

A copy of the proposed budget is available for public inspection from 8:00 a.m. to 4:00 p.m., Monday - Friday, at 200 North First Street, Brighton in the office of the City Clerk. Specific questions on the budget should be addressed to the City Manager or Finance Director.

Diana Lowe
City Clerk
City of Brighton

To obtain this notice in alternative formats contact David Blackmar, ADA Coordinator at 810-225-8001.

BA 04/10/15, 04/12/15

CITY OF BRIGHTON
GENERAL FUND SUMMARY

CITY COUNCIL'S PROPOSED BUDGET
With Committed Fund Balance Transfer

SIX YEAR FINANCIAL FORECAST (as of April 2, 2015)

	13-14	14-15	FY 2014-15	15-16	16-17	17-18	18-19	19-20	20-21
	Year End	Adopted	Year-end	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
	<u>Actual</u>	<u>Budget</u>	<u>Projection</u>	<u>Forecast</u>	<u>Forecast</u>	<u>Forecast</u>	<u>Forecast</u>	<u>Forecast</u>	<u>Forecast</u>
Revenue	7,536,060	7,626,141	7,833,878	8,034,966	7,989,222	8,165,255	8,351,725	8,569,936	8,759,099
Less: Expenditures	<u>7,822,437</u>	<u>7,655,211</u>	<u>7,988,149</u>	<u>7,975,493</u>	<u>7,805,150</u>	<u>7,930,483</u>	<u>8,189,579</u>	<u>8,334,756</u>	<u>8,522,002</u>
Funds Available	(286,378)	(29,070)	(154,272)	59,473	184,072	234,772	162,145	235,180	237,097
Less: Committed Fund Balane-Succession	-	-	-	-	-	-	-	-	-
Less: Committed Fund Balance-Capital	-	40,338	30,950	19,179	149,797	157,844	109,596	174,876	216,510
Funds Available after Committed Fund Balance	(286,378)	(69,408)	(185,222)	40,294	34,275	76,928	52,549	60,304	20,587
Add: Beginning Unreserved Fund Balance*	<u>1,488,963</u>	<u>1,293,269</u>	<u>1,204,723</u>	<u>1,019,501</u>	<u>1,059,795</u>	<u>1,094,070</u>	<u>1,170,999</u>	<u>1,223,548</u>	<u>1,283,852</u>
Ending Unreserved Fund Balance	<u>1,171,908</u>	<u>1,223,860</u>	<u>1,019,501</u>	<u>1,059,795</u>	<u>1,094,070</u>	<u>1,170,999</u>	<u>1,223,548</u>	<u>1,283,852</u>	<u>1,304,439</u>
Minimum Target Unreserved Fund Balance (15%):	<u>994,941</u>	<u>965,951</u>	<u>1,012,575</u>	<u>1,020,751</u>	<u>1,028,868</u>	<u>1,046,976</u>	<u>1,077,157</u>	<u>1,109,008</u>	<u>1,141,009</u>
Unreserved Fund Balance Over/(Under)									
Minimum Target Fund Balance	176,967	257,910	6,926	39,044	65,202	124,023	146,391	174,844	163,430
Unreserved Fund Balance as a % of Oper. Expend	18%	19%	15%	16%	16%	17%	17%	17%	17%
Ending Committed Fund Balance-Capital	77,139	117,477	108,089	127,268	277,065	434,909	544,505	719,381	935,891
Ending Committed Fund Balance-Succession				-	-	-	-	-	-
*Fund Balance for FY14/15 includes \$30,677 of Assigned Fund Balance for Prepaid Expense and Carryover PO's from FY13/14 and \$2,137.81 EDC Restricted FB									

CITY OF BRIGHTON
 DDA FUND SUMMARY
 SIX YEAR FINANCIAL FORECAST (as of April 2, 2015)

Includes Debt Service for 2nd Street Project

	13-14	14-15	14-15	15-16	16-17	17-18	18-19	19-20	20-21
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Year-End Projection</u>	<u>Forecast</u>	<u>Forecast</u>	<u>Forecast</u>	<u>Forecast</u>	<u>Forecast</u>	<u>Forecast</u>
Revenue (except Grants)	884,396	766,667	1,135,783	788,998	840,440	848,165	863,071	873,316	889,902
Grant Revenue	-	-	-	-	-	-	-	-	-
Total Revenue	884,396	766,667	1,135,783	788,998	840,440	848,165	863,071	873,316	889,902
Less: Expenditures	904,647	781,160	1,246,085	722,388	315,263	316,997	320,414	327,459	626,959
Funds Available	(20,251)	(14,493)	(110,302)	66,610	525,176	531,168	542,656	545,857	262,944
Add: Beginning Unreserved Fund Balance	161,279	141,028	141,028	30,726	97,336	622,512	1,153,680	1,696,337	2,242,194
Ending Unreserved Fund Balance	141,028	126,535	30,726	97,336	622,512	1,153,680	1,696,337	2,242,194	2,505,137
Debt Service Coverage 120%	680,860	753,758	760,133	58,684	100,199	108,496	113,653	121,354	480,058
Debt Service	567,384	628,132	633,444	48,903	83,499	90,413	94,711	101,128	400,049
Minimum Fund Balance (20% of Debt Service)	113,477	125,626	9,781	9,781	16,700	18,083	18,942	20,226	80,010
Fund Balance over/under target ratio for Debt	27,551	909	20,946	87,555	605,813	1,135,598	1,677,394	2,221,968	2,425,128
2nd Street Debt Service					34,596	41,510	45,808	52,225	51,810