

**MINUTES OF THE MEETING OF THE CITY COUNCIL OF BRIGHTON
HELD ON NOVEMBER 8, 2014 AT THE BRIGHTON COMMUNITY CENTER
555 BRIGHTON STREET, BRIGHTON, MICHIGAN AND
NOVEMBER 9, 2014 AT THE BRIGHTON POLICE STATION
440 S 3RD STREET, BRIGHTON, MICHIGAN 48116**

NOVEMBER 8, 2014

Mayor Muzzin called the Special Meeting to order at 8:00 a.m. Present were Mayor Muzzin, Mayor Pro-Tem Pipoly, Councilmembers Bohn, Bandkau, Willis, Tobee and Cooper. Also present were City Attorney Paul Burn and Brad Maynes, Intern Adam Kokenakes, Staff members Dana Foster, Amy Cyphert, Dave Blackmar, Tim Krugh, Patty Thomas, Kelly Hanna, Jennifer Burke, Tom Wightman, Matt Modrack, Lauri French and Diana Lowe and an audience of 0.

Call to the Public

Mayor Muzzin gave a Call to the Public at 8:01 a.m. Hearing no comment, the Call to the Public was closed.

Council Discussion

There was discussion regarding the DDA Fund FY 14-15 Budget Amendments, Downtown Parking

It was moved by Councilmember Cooper, seconded by Willis to recess at 9:49 a.m. Motion passed 7-0.

It was moved by Councilmember Bandkau, seconded by Pipoly to reconvene the Special Meeting at 10:00 a.m. Motion passed 7-0.

There was discussion regarding the Emergency Sirens' Activation Procedure with Brighton Area Fire Authority Chief O'Brian.

It was moved by Mayor Pro-Tem Pipoly, seconded by Willis to recess the Special meeting at 11:21 p.m. Motion passed 7-0.

Mayor Muzzin reconvened the Special Meeting at 12:30 p.m.

After Council discussion, it was moved by Councilmember Tobbe, seconded by Bandkau to recess the Special Meeting at 1:49 p.m. Motion passed 7-0.

Mayor Muzzin reconvened the Special Meeting at 2:00 p.m.

Members from the Southfield, Novi and Brighton Police Department gave a K-9 demonstration.

Council and Staff resumed discussion on various inputs/retreat discussion topic requests of City Council Members and staff members submitted to the City Manager prior to the goal-setting retreat.

It was moved by Mayor Pro-Tem Pipoly, seconded by Willis to recess the Special meeting at 3:59 p.m. Motion passed.

NOVEMBER 9, 2014

Mayor Muzzin called the recessed Special Meeting to order at 8:00 a.m. All seven Council Members and City Manager Dana Foster were present.

Council and staff resumed discussion on various inputs / retreat discussion topic requests of City Council Members and staff members submitted to the City Manager prior to the goal-setting retreat.

It was moved by Councilmember Cooper, seconded by Pipoly to recess the Special Meeting at 10:05 a.m. Motion passed 7-0.

Mayor Muzzin reconvened the Special Meeting at 10:20 a.m.

Council and staff resumed discussion on various inputs / retreat discussion topic requests of City Council Members and staff members submitted to the City Manager prior to the goal-setting retreat.

Preliminary Goals' statements developed by City Council during the goal-setting discussion are contained in a document attached to these Special City Council Meeting for Goal-setting Minutes.

Call to the Public

Mayor Muzzin gave a Call to the Public at 10:50 a.m. Hearing no comment, the Call to the Public was closed.

Adjourn

It was moved by Councilmember Bandkau, seconded by Pipoly to adjourn the meeting at 10:55 a.m. Motion passed 7-0.

Dana W. Foster, City Manager

Possible DDA Fund Budget Amendments' package

City Manager and Community Development/DDA Executive Director should move forward with proposed Fiscal Year 14-15 budget amendments to the DDA Board Budget Subcommittee, DDA Board, and then City Council with the amendments including but not limited to new DDA Fund appropriations for a new Parking Enforcement program to be implemented by the Police Department, parking lot maintenance, pavement maintenance for connector streets along the West Grand River Avenue part of DDA District 2 , and construction of a new CSX-West Parking Lot on CSX-owned property to be leased by the DDA.

Off-Street Parking Regulations related Ordinance Amendments

City Staff, City Planning Commission, and City Attorneys should continue forward with the pending review/approval process for the proposed ordinance amendments to provide for transitional parking and overflow parking objectives in order to get the amendments adopted in the Spring of 2015.

CSX-West Parking Lot

After the DDA Board determines the scope and size of the planned parking lot project and obtains competitive bids for same, the City Council will then consider approval of a Fiscal Year 14-15 Budget Amendment for a General Fund appropriation to the DDA Fund to enable the DDA Board to execute a construction contract to build the CSX-West Parking Lot in approximately June of 2015 to be ready for use for the July Taste of Brighton Event, the August Fine Art & Acoustic Music Festival , and September's Smokin' Jazz and Barbecue Blues Festival . The City Council will consider such an appropriation based upon an understanding/assumption that the DDA Board will approve an appropriation in July or August of 2015 (approximately 2 months after the General Fund appropriation to the DDA Fund to enable construction of the parking lot) to the General Fund in an amount equal to the CSX-West Parking Lot construction cost.

Emergency Sirens Activation Procedure

The City Manager, City Police Chief, and Brighton Area Fire Authority Fire Chief will keep City Council apprised of how the fairly new sirens' activation procedure that is operated by the Livingston County 911 Dispatch Agency is working . City Council will assume no change is needed in the procedure unless asked to act on a recommended change by either of the aforementioned staff members.

Proposed K-9 Officer Program for the Police Department

City Council will evaluate a future proposed K-9 program if submitted by the City Manager and Police Chief. The Police Department staff will continue with feasibility related research and analysis that was started earlier this year. This feasibility study work will include an examination of funding sources and cost-effectiveness.

SELCRA-related Long-term Funding/Millage Proposal for SELCRA operations & Parks/Recreation capital improvements

Council Member Cooper, in his capacity as the City Council Liaison Member on the SELCRA Board , will work with the City Attorneys, the City Manager, the SELCRA Board/staff, and the School District staff to assist with possible millage ballot proposal language to propose for voter consideration in a November, 2015 election.

Community Outreach / Citizen Engagement

Implement "Citizen Feedback/Outreach Phone Line" to solicit feedback on specific questions which citizens would simply call the given phone number if they support the given proposal. Schedule and conduct combined City Council + Staff "walk-arounds" in each residential area of the city immediately prior to City Council Meetings on future selected City Council Meeting-nights. The purpose of the walk-arounds (which would be advertised in advance along with related required public meeting notices) will be to overtly solicit resident feedback about Brighton city government/city services, and about city infrastructure related needs. Outreach programs / activities to overtly solicit feedback from business owners also need to developed and implemented.

City Charter administrative updates

City Attorneys and City Manager will review ; and forward copies to the City Council , of previous City Charter administrative update ballot proposals of approximately ten years ago . City Attorneys will provide an updated legal opinion letter / report to City Council to describe the City Charter updating process including the actions needed in order to place Charter update proposals on an election ballot. It is recognized that the purpose of this process is not to modify the structure of the City of Brighton city government . The general goal will be to work towards Charter update ballot proposals being placed on the November 2015 election ballot for City voters to consider.

Capital Improvements Funding

Consider possible near-future City Council Worksession regarding funding options. Worksession discussion to include review of a Bonding/Longterm Debt Financing vs. Cash Pay as You Go financing analysis from staff . The staff analysis will also address the use of the future committed fund balance generated as the result of ongoing annual retirement of past City longterm bonded debt for street improvement needs. The purpose of the analysis will be to assist City Council with decision-making for placing a possible Street Improvements funding millage ballot proposal on the 2015 election ballot for City voters to consider. A possible future millage ballot proposal would preferably present specific lists of proposed improvements to be constructed in specific years and in all four of the City's voting precincts and it may include sidewalk improvements which may be prudent to construct as part of the given street improvement projects. This capital improvements / street improvements funding proposal planning process will also need to include a City Council review of staff's updated unfunded Street-related capital improvement projects list and staff's recommended underground water, sanitary sewer,

and storm-sewer utility improvements that are needed to be implemented at the same time as above-ground pavement improvements are being constructed.

City Worksite Tours for All City Council Members

Conduct on-site tours of all City government / City service-related worksites for all City Council Members prior the Spring, 2015 City Council Budget Worksessions. The tour process will also preferably include ridealongs with Police Patrol Officers for Council Members.

City Staff / City Government Organization Succession Planning

The City Manager will prepare and submit a formal staff succession planning process report to City Council with related recommendations. It is recognized that there is a high probability of a significant number of retirements of City Employees with valuable knowledge and experience occurring within the next one to five years. The succession planning process report therefore needs to recognize and identify processes for hiring/promotions and related transition briefing of successors for positions in which retirements are probable. Such a planning process may also include identification of costs such as temporary over-staffing in order to provide for transition / overlap periods of successor employees working alongside employees who have announced future retirement dates.

City Facilities & City-owned Public Spaces/Public Grounds Maintenance and Cleaning

City Manager and DPW Director will examine increasing the frequency of street sweeping and catch-basin cover cleaning of the Grand River Avenue & Main Street intersection and other streets in the core downtown. The Mayor and Mayor Pro Tem , as the City Council's Liaison Members to the DDA Board, will propose for Fiscal Year 15-16 DDA Fund Budget planning : DDA Fund appropriation for implementation of the decorative bollards+decorative chains along the edges of the concrete Mill Pond Walkway and paving of current lawn areas of the "lower part" of the Mill Pond Park abutting the Mill Pond Walkway that are waterfowl deterring elements of the recently-approved Mill Pond Park Master Plan update . The objective of this proposed DDA Fund appropriation will be to reduce the waterfowl waste on the Mill Pond walkway and to improve the cleanliness/appearance of same. The City Manager and DPW Director will also examine the option of redirecting the existing Mill Pond Park area irrigation sprinkler heads towards the Mill Pond Walkway for automated daily wash-down cleaning of the walkway. The City Manager will consult with the City Attorneys and Police Chief to determine what, if any , ordinance amendments are needed in order to enable City Police to be able to enforce no-smoking signs/regulations at the Municipal Pavillion , Imagination Station, Tridge, and Gazebo/amphitheater facility locations ---with the objective being to deter the smoking activity and help to improve the cleanliness/appearance of the subject public facilities and grounds.