



Brighton City Council Meeting

200 N First St • City Hall Council Chambers • Brighton, Michigan 48116
(810) 227-1911 • www.brightoncity.org

January 23, 2024 – 6:30 p.m.

AGENDA

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Consider approval of the agenda
5. Consider approval of consent agenda items

Consent Agenda Items

- a. Approval of Minutes: [regular meeting of January 23, 2024](#)
- b. [Approval of Resolution #2024-03, Social District License Application for Authentic Entertainment, LLC, aka Captains on Main, located at 423 W. Main Street](#)

Correspondence

6. Call to the public
7. Staff updates
8. Updates from Councilmember liaisons to various boards and commissions
9. Proclamation: Girl Scouts

Discussion

10. EV charging

New Business

11. [Appointment to various boards and commissions – Planning Commission](#)
12. [Approval to award the contract for the rehabilitation of the Pine Creek Lift Station to Comprehensive Contracting in an amount not to exceed \\$496,305.50](#)

Other Business

13. Call to the public
14. Adjournment



Brighton City Council Meeting

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MINUTES OF THE REGULAR MEETING OF THE BRIGHTON CITY COUNCIL HELD ON JANUARY 9, 2024

1. Call to order

Mayor Tobbe called the meeting to order at 6:30 p.m.

2. Pledge of Allegiance

3. Roll call

Present were Mayor Tobbe, Mayor Pro Tem Bohn, Councilmembers: Albert, Gardner, Gipson, Pettengill, and Schmenk.

Staff Present: City Manager Gretchen Gomolka, City Clerk Tara Brown, Community Development Director Michael Caruso, DPS Director Marcel Goch, Chief Brent Pirochta, and Attorney Sarah Gabis.

4. Consider approval of the agenda

Motion by Councilmember Schmenk, seconded by Councilmember Gardner to move item 11 after item 16 as number 16a. **The motion carried, 7-0.**

Motion by Councilmember Gardner, seconded by Councilmember Pettengill to approve the amended agenda. **The motion carried, 7-0.**

5. Consider approval of consent agenda items

Motion by Councilmember Pettengill, seconded by Councilmember Gardner to approve the consent agenda as presented. **The motion carried, 7-0.**

Consent Agenda Items

- a. **Approval of Minutes: regular meeting of December 7, 2023**
- b. **Approval of Minutes: special meeting of December 11, 2023**
- c. **Approval of Minutes: special joint meeting of December 11, 2023**
- d. **Approval to set a joint Special City Council and Planning Commission meeting for February 12, 2024, beginning at 7:00 p.m.**
- e. **Approval to set the Special City Council Annual Retreat for February 24, 2024, beginning at 9:00 a.m. at the Police Department located at 440 S. 3rd Street**

Correspondence

6. Call to the public

Mayor Tobbe opened the call to the public at 6:33 p.m. Hearing and seeing no comment the call to the public was closed.

7. Staff updates

Chief Pirochta cautioned all that with the upcoming snowstorm, all drivers should be ready. An upcoming post on the city's Facebook page will provide tips and best practices to ensure safe driving for all.

DPS Director Goch and the DPW crew will be staffed to ensure clear sidewalks and streets.

City Manager Gomolka noted the recent addition of AED devices and trauma kits in the city hall lobby and in the employee area.

8. Updates from Councilmember liaisons to various boards and commissions

Councilmember Schmenk noted the wonderful new downtown is alive with visitors, especially with the new addition of the fire pit and holiday decorations. Not only is downtown a place to eat and shop, but it is also a place to gather and come together.

Councilmember Pettengill thanked all of the members of the civic event committee for their work. A new policy will come before City Council for approval that will streamline and standardize the process. The Brighton Arts and Culture Commission has two vacancies to fill after the resignation of two members.

Councilmember Gipson stated the Downtown Development Authority met to discuss future projects. Notably the plan for summer flowers and rehabilitation of the decorative wall by the Main Street and Grand River intersection near CVS.

9. Proclamation: Rosa Parks Transit Equity Day

Discussion

10. I-96 interchange bridge wording and gateway signage

Motion by Councilmember Gardner, seconded by Councilmember Pettengill to approve Welcome to Brighton on both sides of the I-96 interchange with thin horizontal lines on either side. **The motion carried, 7-0.**

Motion by Councilmember Albert, seconded by Councilmember Gipson to approve black lettering on the I-96 interchange. **The motion carried, 7-0.**

New Business

~~**11. Consider approval of Resolution # 2024-01 to accept preliminary proposal from DA Building, LLC for purchase and development of vacant city owned property.**~~

12. Consider approval of a METRO Act Unilateral Form Right-of-Way Telecommunications Permit for Livingston Count Fiber Network.

Motion by Councilmember Gipson, seconded by Councilmember Albert to approve the METRO Act Unilateral Form Right -of-Way Telecommunications Permit for Livingston County Fiber Network. **The motion carried by roll call vote, 6-0. Mayor Tobbe abstained.**

13. Consider approval of a design and construction engineering proposal from Tetra Tech Engineering Services for the Pine Creek booster station in an amount not to exceed \$97,000

Motion by Councilmember Albert, seconded by Councilmember Schmenk to approve the design and construction engineering proposal from Tetra Tech Engineering Services for the Pine Creek booster station in an amount not to exceed \$97,000 and authorized the DPS Director to execute. **The motion carried, 7-0.**

14. Consider approval of Resolution #2024-02 to allow the City of Brighton to enter into contract #23-5508 with the Michigan Department of Transportation to receive funds for the 2023 sidewalk gap improvement program

Motion by Councilmember Gardner, seconded by Councilmember Gipson to approve of Resolution #2024-02 to allow the City of Brighton to enter into contract #23-5508 with Michigan Department of Transportation to receive funds for the 2023 sidewalk gap improvement. **The motion carried by roll call vote, 7-0.**

15. Consider Entering into Closed Session to Receive a Written Attorney-Client Privileged Communication pursuant to section MCL 15.268(1)(h) of the Open Meetings Act

Motion by Councilmember Gipson, seconded by Councilmember Pettengill to enter into Closed Session at 8:04 p.m. to receive a written attorney-client privileged communication pursuant to section MCL 15.268(1)(h) of the Open Meetings Act. **The motion carried by roll call vote, 7-0.**

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Gipson to come out of closed session at 8:27 p.m. **The motion carried, 7-0.**

16. Consider entering into closed session to consider the purchase or lease of real property pursuant to MCL 15.268 (1)(d) of the Open Meetings Act

Motion by Councilmember Gipson, seconded by Councilmember Gardner to enter into closed session at 8:28 p.m. to consider the purchase or lease of real property pursuant to MCL 15.268 (1)(d) of the Open Meetings Act. **The motion carried by roll call vote, 7-0.**

Motion by Councilmember Pettengill, seconded by Councilmember Gardner to come out of closed session at 9:20 p.m. **The motion carried, 7-0.**

Councilmember Gipson left the meeting at 9:21 p.m.

16a. Consider approval of Resolution# 2024-01 to accept preliminary proposal from DA Building, LLC for purchase and development of vacant city owned property.

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Schmenk to approve Resolution #2024-01 to accept the preliminary proposal from DA Building, LLC for purchase and development of vacant city owned property.

Other Business

17. Call to the public

Mayor Tobbe opened the call to the public at 9:34 p.m. Hearing and seeing no comment, the call to the public was closed.

18. Adjournment

Motion by Councilmember Gardner, seconded by Councilmember Albert to adjourn the meeting at 9:34 p.m. **The motion carried (6-0).**

Tara Brown, City Clerk



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL JANUARY 23, 2024

SUBJECT: CONSIDER APPROVAL OF RESOLUTION FOR SOCIAL DISTRICT LICENSE APPLICATION

ADMINISTRATIVE SUMMARY

The attached resolution is for approval of a Social District License for Authentic Entertainment, LLC; aka Captain's on Main, located at 423 W. Main Street.

This entity has completed the application process and received educational compliance from the Brighton City Police Department.

RECOMMENDATION

Staff recommendation is for City Council adoption of Resolution 2024-03 by roll call vote.

Prepared by: Kelly Haataja, Assist. to Community Development Manager

Approved by: Gretchen Gomolka, City Manager

Attachments: 1. Resolution 2024-03
 2. Application
 3. Education Compliance



Resolution #2024-03

Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a Regular meeting of the Brighton City council/board
(regular or special) (name of city, township, or village)

called to order by _____ on January 23, 2024 at 6:30 p.m.
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Authentic Entertainment, LLC
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Brighton City
council/board at a regular meeting held on January 23, 2024
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Tara Brown _____
Print Name of Clerk Signature of Clerk Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

RECEIVED

DEC 21 2023

CITY OF BRIGHTON

PSD24-01



City of Brighton APPROVED By: Wm Date: 11/4/24

CITY OF BRIGHTON SOCIAL DISTRICT LICENSE APPLICATION

200 N. First Street - Brighton, MI 48116 - commdev@brightoncity.org - 810.225.9255

99-003-911

New Application Submittal – Fee \$50 or Annual Renewal – Fee \$50

Alt # 587

APPLICANT

Name: Nicholas Mannisto
Phone: 517-505-0776
Business Name: Authentic Entertainment, LLC
Address: 423 W. Main St. Brighton, MI 48116
Email: authenticentertainment@yahoo.com

HAVE YOU HAD A LICENSE OR PERMIT REQUIRED BY THE CITY OF BRIGHTON OR ANY OTHER STATE OR MUNICIPAL AUTHORITY REVOKED, SUSPENDED, OR DENIED IN THE LAST THREE YEARS? IF YES, PLEASE PROVIDE DETAILS:

NO

HOLD HARMLESS ACKNOWLEDGEMENT

To the fullest extent permitted by law, Nicholas Mannisto, agrees to defend, pay on behalf of, indemnify, and hold harmless the City of Brighton, its elected and appointed officials, employees, volunteers, and others working on behalf of the City of Brighton, against all claims, demands, suits or loss, including all costs connected therewith, and for any damages, which may be asserted, claimed, or recovered against or from the City of Brighton, its elected and appointed officials, employees, volunteers, and others working on behalf of the City of Brighton, by reason of personal injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this application.

Printed Name: Nicholas Mannisto Date: 12/20/23

Signature:





STATE OF MICHIGAN - LIQUOR CONTROL COMMISSION

This is to certify that a License is hereby granted to the person(s) named with the stipulation that the licensee is in compliance with Commission Rule R 436.1003, which states that a licensee shall comply with all state and local building, plumbing, zoning sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcement officials who have jurisdiction over the licensee. Issuance of this license by the Michigan Liquor Control Commission does not waive this requirement. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

Department of Licensing
and Regulatory Affairs

This License is granted in accordance with the provisions of Act 58 of the Public Acts of 1998 and shall continue in force for the period designated unless suspended, revoked, or declared null and void by the Michigan Liquor Control Commission. Failure to comply with all laws and rules may result in the revocation of this license.

THIS LICENSE SUPERSEDES ANY AND ALL OTHER LICENSES ISSUED PRIOR TO JUNE 15, 2023

BUSINESS ID: 0275524

FILE NUMBER:

**AUTHENTIC ENTERTAINMENT, LLC
D/B/A**

423 W MAIN ST,
BRIGHTON, MI 48116-1445

LIVINGSTON COUNTY
L-273
BRIGHTON CITY

LICENSE # LICENSE:
L-000448176 Class C

ACT:
N/A

L-000448177 Specially Designated Merchant

N/A

TOTAL BARS: 2
DIRECT-CONNECTIONS: 0

OUTDOOR SERVICE AREA: 2
PASSENGERS:

ROOMS:

PERMIT

Sunday Sales (PM):Class C- Spirits & Mixed Spirit Drink, Entertainment, Outdoor Service Area(2), Specific Purpose(Food) [Monday-Saturday Hours: 6:00 AM-7:00 AM]--[Sunday-Sunday Hours: 8:00 AM-12:00 PM], Additional Bar(1), Sunday Sales (AM), Sunday Sales (PM):SDM - Mixed Spirit Drink

IN WITNESS WHEREOF,
this License has been duly signed
and sealed by both the Michigan
Liquor Control Commission and the
Licensee(s).

LIQUOR CONTROL COMMISSION

Pat Anglin
Demetrius
Hunter Letzer
See Gonzalez
Edna Toma

LICENSEE(S) SIGNATURE(S)

**2023
2024**

LICENSE EFFECTIVE MAY 1, 2023 - EXPIRES APRIL 30, 2024



STATE OF MICHIGAN - LIQUOR CONTROL COMMISSION

This to certify that this establishment is licensed for the sale of beer, wine, and spirits for the consumption on the premises and has the number of bars indicated at which beer, wine, and spirits are to be sold to customers, served to customers, or consumed by customers, and has also paid the required statutory fee.

ADDITIONAL BAR PERMIT

Authorized by Administrative Rule R 436.1023(3)

THIS IS NOT A LICENSE

BUSINESS ID: 0275524
AUTHENTIC ENTERTAINMENT, LLC

PERMIT #:
22-525 - 1

LICENSE #:
Class C L-000448176
AUTHENTIC ENTERTAINMENT, LLC

423 W MAIN ST,
BRIGHTON, MI 48116-1445
1

This Permit Expires On The Same Date As The License Expires

2023-2024



Brighton City Police

Brent Pirochta

Chief of Police



MEMO

TO: Community Development
From: Brent Pirochta, Chief of Police
Date: 01-08-2024
Re: **Captain's on Main**

On Monday, January 8, 2024, I presented Social District Education to Captain's on Main. The meeting was held at Captain's on Main.

I provided the approved Social District Education Packet, read through the packet with them and answered any questions they had.

Captain's on Main has met the Social District education requirement as prescribed by Resolution 2021-015.

In attendance was:

Nicholas Raymond-Ralph Mannisto
Lauren Brianne Somers



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

January 23, 2024

SUBJECT: CONSIDER APPROVAL OF APPOINTMENT TO THE PLANNING COMMISSION

ADMINISTRATIVE SUMMARY

- The Planning Commission consists of nine members. With the election of Ken Schmenk to City Council, and his subsequent resignation from the planning commission there is one vacancy. The city has received three applications to fill this vacancy. Please see the attached application packages submitted by the following three applicants.
 - Caleb Jenkins
 - Dennis Nauss
 - Susan Bakhaus

Prepared by: Michelle Miller, Human Resources Manager

Attachments: Application Packages for three applicants

Caleb L. Jenkins
232 N. Church Street
Brighton, MI 48116

(a) [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Michelle Miller
Human Resources Manager
City of Brighton, Michigan

SUBJECT: Planning Commissioner Letter of Interest

Dear Ms. Miller, Mr. Mayor, and City Councilmembers,

I am excited to express my interest in the vacant position on the City of Brighton Planning Commission. I believe I can bring to the table a beneficial blend of planning experience and a passionate vision for the City.

I was born and raised in Conway Township, and it is where my wife and I rented a house for the first four years of marriage. When a position on the Planning Commission opened, I jumped at the opportunity to invest in my community. During my tenure, I contributed to significant updates to the zoning ordinance, and I worked hard to serve the public trust. I can join the Brighton Planning Commission with that experience under my belt, ready to get to work on day one.

As a lifelong Livingston County resident, I always enjoyed Brighton, but my wife and I fell increasingly in love with the City and its residents over the past few years. Since we were already spending much of our free time in Brighton, we decided to buy a house and plant roots near downtown. We have quickly acclimated to our new community, staying involved in volunteerism and supporting local businesses. You can find us most weekends walking or running through neighborhoods, shopping or eating downtown, and even more commonly, indulging in local coffee and contemplation.

I am a big believer in investing in healthy, strong downtowns, and I have given much thought to what contributes to a successful city. I captured some of my major themes in a series of articles originally published in the *Fowlerville News and Views*, which I attached with this letter. In summary, I believe a city like Brighton should focus primarily on a continued growth in quality, something that attracted my wife and me from the start. A city must (1) be warm and welcoming with plenty of vibrant third places; (2) encourage a diversity of high quality, mutually supportive businesses that benefit residents and attract visitors; and (3) secures basic necessities like great schools, high quality and diverse housing options, and public safety.

I realize that I do not meet the residency expectation of two years, but I hope you will consider my experience, vision, and passion for our Brighton. It would be a privilege to serve the City my wife and I have adopted so wholeheartedly.

Thank you for the consideration, and I look forward to contributing if given the opportunity.

Sincerely,

Caleb L. Jenkins



APPLICATION FOR APPOINTMENT CITY BOARD OR COMMISSION

Applicant:

Name: Caleb L. Jenkins Email: (a) [REDACTED]

Address: 232 N. Church St. Brighton, MI 48116 Phone: (a) [REDACTED]

Attached Resume Yes: No: Registered Voter in the City of Brighton Yes: No:

In debt to the City of Brighton Yes: No:

Board/Commission: Please check all that you would be willing to serve (see attached descriptions):

- | | |
|---|---|
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Election Commission |
| <input type="checkbox"/> Brighton Arts & Culture Commission | <input checked="" type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Downtown Development Authority | <input type="checkbox"/> Zoning Board of Appeals |

Years as City Resident: 1

DDA applicants only: Do you live in or own a business in the DDA district? (See pg. 4) Yes: No:

Identify any potential conflicts (relatives that work for the City, financial agreements with City, etc.):

None

Why would you like to be on the Board(s)/Commission(s) you have selected (attach pages, if needed)?

I previously served as a Planning Commissioner in Conway Township, and I want to use that experience to serve the people of the City my wife and I love so much. More in attached.

Relevant experience: Although I have only lived in the City of Brighton for one year, I believe I offer a beneficial mix of planning experience and a personal passion for Brighton.

Please see attached letter of intent, resume, and statement of purpose for more context.

I hereby certify that I do not have any outstanding debts with the City of Brighton and all the statements made in this application are true, complete, and correct, to the best of my knowledge and belief and are made in good faith.

Signature: Date: 11-27-2023
Please only submit this page.

For Office Use Only	
Received By: _____	Date: _____

Caleb Lang Jenkins
232 N. Church St. • Brighton, MI • 48116



EDUCATION

- 06/2022 **American Public University System** Charles Town, WV
Master of Arts, Intelligence Studies
GPA: 4.0 of a maximum 4.0
Thesis: “Connecting the Intelligence Ethics Debate to Practice”
Notable Classes: INTL 653 – Deception, Propaganda, and Disinformation |
INTL 637 – Intelligence Profiling (psychological profiles) | INTL 635 –
Indications and Warning Intelligence | INTL 652 – Terrorism: Assessing the Past
to Forecast the Future
- 12/2017 **Eastern Michigan University** Ypsilanti, MI
Bachelor of Arts, Political Science
GPA: 4.0 of a maximum 4.0
Honors: Summa Cum Laude
Notable Classes: PLSC 327 – American Foreign Policy Processes | PLS 354 –
Politics of Asia: Chinese Politics (Michigan State University) | PLSC 270 –
Public Administration | PLSC 210 – Introduction to Political Analysis | AFC 313
– Contemporary Africa: The Struggle and Prospects for Development
- 04/2018 **Community College of the Air Force** Montgomery, AL
Associate of Applied Science, Intelligence Studies and Technology
GPA: 4.0 of a maximum 4.0
- 12/2017 **Lansing Community College** Lansing, MI
Associate of Arts, International Studies
GPA: 4.0 of a maximum 4.0
Honors: Phi Theta Kappa Honor Society

PUBLICATIONS

Jenkins, Caleb L. and David J. Kritz. 2022. “Connecting the Intelligence Ethics Debate to Practice.” *Global Security and Intelligence Studies* 7, no. 2 (Winter): 99-129.

INDEPENDENT STUDY

- 05/2022 **Statistics with Python Specialization** University of Michigan | Coursera
Understanding and Visualizing Data with Python, 03/2022
Inferential Statistical Analysis with Python, 04/2022
Fitting Statistical Models to Data with Python, 05/2022

AFFILIATIONS

Phi Theta Kappa Honor Society

Alpha Phi Sigma Honor Society
Golden Key International Honour Society
National Guard Association of the United States
National Guard Association of Michigan

WORK EXPERIENCE

11/2013 – Present

Michigan Air National Guard 127th Wing, Selfridge ANGB, MI

Title: Chief, Intelligence Tactics and Training

- All source intelligence analyst for Wing, Group, and Squadron Commanders, aircrew, and staff personnel; maintains global situational awareness and adversary analysis across Strategic, Operational, and Tactical-level intelligence to both inform leadership and staff decision making and drive successful flying operations
- Advises Wing leadership and staff on technical capabilities of adversary weapon systems and employment doctrine; develops and trains innovative intelligence and flying tactics, techniques, and procedures to exploit adversary threats and accomplish required missions safely and effectively
- Represents intelligence and organization interests at MAJCOM staff and tactics conferences, state Adjutant General priority working groups, Wing future mission development meetings, and base force protection working groups
- Liaison between Wing and Air Mobility Command (AMC) intelligence staff and subordinate units for integrated training and MAJCOM tactics development
- Officer in charge of Wing intelligence cell for U.S. Air Force's primary mission of nuclear readiness and deterrence for homeland defense
- Internal Intelligence Training Manager: Administers training plan and documentation for assigned intelligence personnel and serves as subject matter expert (SME) for training content development
- Creates intelligence exercises, lesson material, and training plans for Wing and other MAJCOM units; ensures assigned full-time and traditional analysts are fully trained on the latest technical and doctrinal intelligence reporting and concepts, prioritizing the National Defense Strategy (NDS) pacing challenge and other assigned missions
- Lead for External Intelligence Training: Advises Tactics Officers, Planners, and all other aircrew and relevant staff personnel on the latest adversary technical capabilities and employment concepts; drives Tactics discussions on successful mission execution plans
- Equips deploying personnel across the Wing with the most up-to-date operational and force protection intelligence data and assessments and advises pre-deployment spin-up programs
- Guides intelligence systems acquisition and management of home station and expeditionary intelligence systems such that all analysts are organized and equipped for peacetime and contingency operations
- Manages intelligence resource and tools library: Includes real-world combat mission folders, near real time intelligence tools, geospatial information and services (GI&S) software, near real time disposition of enemy forces, and factor threat data

- Works with Group intelligence superintendent to mentor enlisted force on career development and provides performance evaluations
- Supervises administrative requirements of the intelligence program, to include personnel resources, budgeting, equipment acquisition and sustainment, and information and physical security
- Active TS/SCI (ICD704 eligible)

Deployments:

- 10/2016 – 02/2017; 340th Expeditionary Air Refueling Squadron; Al Udeid Air Base, Qatar; Operations Intelligence Analyst
- 12/2021 – 02/2022; 506th Expeditionary Air Refueling Squadron; Andersen Air Force Base, Guam; Intelligence Officer

Major Exercises

- 2023; Mobility Guardian; U.S. Indo-Pacific Command; Intelligence Advisor for Scenario Execution
- 2023; Intelligence Weapons Instructor Course “Look”; 19th Weapons Squadron; Nellis Air Force Base, Nevada; Week-Long Mission Planning and Instruction Based Interview
- 2022; Intelligence Weapons Instructor Course Pre-Training; 124th Attack Squadron; Boise Air National Guard Base, Idaho; Week-Long Mission Planning and Instruction Based Interview for Intelligence Weapons School
- 2015-2023; Nuclear Operations Readiness Exercise (10x total); 127th Air Refueling Group; Selfridge Air National Guard Base, Michigan; Intelligence Support for a Nuclear Deterrence Mission

Select Notable Accomplishments

- Contributed to the development of new air mobility countertactics; proposed a significant change to tactics, techniques, and procedures that was briefed to the four-star general Air Mobility Command Commander--solution drove analysis and training shift throughout entire Mobility Air Force community
- Formed new qualification training requirements for Mobility Air Force (MAF) intelligence units and personnel; produced structure to prepare analysts to support multiple types of aircraft in a peer adversary fight--solutions disseminated to AMC/A2 and MAF Senior Intelligence Officers, Superintendents, and Intelligence Weapons Officers
- Designed multi-platform intelligence mission planning cell exercise with participation from an Active Duty KC-46 unit, Active Duty KC-135 unit, and ANG KC-135 unit; singlehandedly constructed four-day joint tactical scenario versus peer adversary with associated products—achieved AMC/A2 support as beta for similar recurring MAJCOM training events
- Created training program on innovative intelligence constructs, systems, and methods and joint tactical mission planning; created five lesson plans with twenty desired learning objectives focused on intelligence tools, adversary tactics analysis, and multi-aircraft mission area knowledge and application

03/2018 – 07/2019

Michigan House of Representatives Lansing, MI

Title: Member Services Advisor

- Advised 12 state representatives on a wide variety of strategic issues ranging from legislation to district outreach
- Wrote hundreds of press releases and advised/assisted with media and social media integration and use
- Assisted legislative offices with budget planning and effective expenditures

- 04/2015 – 09/2016 **Michigan House of Representatives** Lansing, MI
Title: Legislative Aide
- Led constituent contact and outreach efforts, to include serving as a liaison between state departments and agencies to resolve resident problems
 - Coordinated extensive database management and retrieval for legislative and constituent purposes
 - Analyzed legislative issues and served as a spokesperson throughout the district
- 04/2013 – 05/2014 **Michigan Senate** Lansing, MI
Title: Courier
- Served as inter-office liaison to ensure timely and effective legislative operations
 - Assisted senators during session with information coordination
- 02/2013 – 04/2013 **Michigan Senate** Lansing, MI
Title: Legislative Intern
- Conducted constituent contact and outreach efforts, to include serving as a liaison between state departments and agencies to resolve resident problems
 - Coordinated extensive database management and retrieval for legislative and constituent purposes
 - Analyzed legislative issues and served as a spokesperson to district residents

JOB RELATED TRAINING

- 09/2022 **A-10 Intelligence Initial Qualification Course** 124th Operations Support Squadron
- 08/2022 **Combat Aircrew Tactics Studies – Mobility Electronic Combat Officer Course (CATS-MECOC)** Advanced Airlift Tactics Training Center
- 07/2022 **Critical Thinking and Structured Analysis** Air Combat Command
- 06/2022 **Advanced Air Mobility Intelligence Course** Advanced Airlift Tactics Training Center
- 09/2021 **Intelligence Officer Course** 315th Training Squadron
- 10/2020 **Officer Training School** 24th Training Squadron
- 06/2019 **Intelligence Support to Force Protection Intelligence Formal Training Unit** USAF Expeditionary Center
- 04/2018 **Airman Leadership School** 191st Operations Support Squadron
- 06/2015 **Mobility Air Forces Intelligence Formal Training Unit** USAF Expeditionary Center

07/2015 **Intelligence Journeyman Career Development Course** 191st Operations Support Squadron

05/2015 **Intelligence Fundamentals Career Development Course** 191st Operations Support Squadron

01/2015 **Operations Intelligence Apprentice** 315th Training Squadron

09/2014 **Operations Intelligence Fundamentals** 315th Training Squadron

08/2014 **Basic Military Training** 331st Training Squadron

ACHIEVEMENTS

Academic

Summer 2022 **President's List** American Public University System
 Spring 2021 **President's List** American Public University System
 Spring 2020 **President's List** American Public University System
 Fall 2017 **Summa Cum Laude** Eastern Michigan University
 Fall 2017 **Dean's List** Eastern Michigan University
 Spring 2017 **President's List** Lansing Community College
 Summer 2016 **President's List** Lansing Community College
 Spring 2016 **President's List** Lansing Community College

Job Related

09/2021 **Peer Leadership / Most Valuable Contributor** Intelligence Officer Course
 09/2021 **Distinguished Graduate** Intelligence Officer Course
 10/2020 **Distinguished Graduate** Officer Training School
 06/2019 **Distinguished Graduate** Intelligence Support to Force Protection IFTU
 2017 **Outstanding Airman of the Year** State of Michigan
 2017 **Outstanding Airman of the Year** 127th Wing
 03/2017 **Airman of the Quarter** 340th Expeditionary Air Refueling Squadron
 02/2017 **Air Force Achievement Medal** United States Air Force
 01/2017 **Airman of the Month** 340th Expeditionary Air Refueling Squadron
 12/2016 **Airman of the Quarter** 340th Expeditionary Air Refueling Squadron
 11/2016 **Team of the Month** 340th Expeditionary Air Refueling Squadron
 2015 **Overall Member of the Year** 127th Air Refueling Group
 2015 **Outstanding Airman of the Year** 127th Air Refueling Group
 09/2015 **Air Force Achievement Medal** United States Air Force
 10/2014 **Student of the Month** 17th Training Squadron
 10/2014 **Student of the Month** 315th Training Squadron
 08/2014 **Honor Graduate** Basic Military Training

VOLUNTEER AND COMMUNITY LEADERSHIP

Fowlerville News and Views - Weekly Columnist
Conway Township - Former Planning Commissioner and Precinct Delegate
American Legion Post 141 Howell - Member, Former Chaplain and Executive Board Member

VFW Post 6464 Fowlerville - Lifetime Member / Volunteer
AMVETS - Lifetime Member

A Vision for Small Towns

Local government is of interest to many because, of the three levels of government, people feel it is the one that impacts their daily lives the most. If not the most, the municipal body is at least the level of government which affects people most directly, whether through services provided, ordinances enforced, or personal relationships with administrators and neighbors. We have a vested interest in the trajectory of our townships, villages, and cities, and that trajectory starts with a strategic vision. With that thought in mind, I want to share a few things I have been pondering recently.

When it comes to city development, there seem to be two definitions of success. First, larger cities, or those looking to become larger, prioritize large-scale economic opportunities that contribute to growth. The desired growth is usually economic in the form of more or better paying jobs, but by extension, it brings population growth.

Population is a common indicator of municipal health, even for small- to mid-sized cities. We often say a city is in decline if the population drops, and we ask what policies or conditions are driving people away. Thus, larger cities strive to maintain beneficial opportunities and a good living environment to encourage population growth.

Second, a small- to mid-sized city might be interested in becoming a larger city, accordingly pursuing policies that are constructive to larger cities. However, a city might just as well seek to maintain its current size, instead prioritizing a defined community atmosphere and a general increase in quality over time.

That is not to say that this is a dichotomy between quantity and quality. A larger city, of course, also wants a beautiful and well-developed municipality to prevent population decline and economic stagnation. Still, a city or village's approach to policy differs whether it desires rapid population growth or the preservation and improvement of certain desired qualities.

A city may decide not to expand because it is physically impractical to do so or because it is not what the community wants. Thankfully, there is room enough in America for large and small cities! And we in Michigan love our small towns. Michigan is the tenth largest state in the Union, but you would not guess it by examining the comparatively low population density of our larger cities. Instead, we spread ourselves throughout the state in pockets of approximately 500- to 5,000-person villages and cities. You cannot travel far in Michigan without discovering another unique community with a fascinating history, and I love it!

If a community is content with its size and wants to focus its efforts elsewhere, then the city needs to define what success looks like for its unique circumstances and priorities. What is the vision or philosophy behind the city's policies and programs? What factors contribute to the community's definition of success, and how can a city align policies and programs to institute or encourage those factors? Are those actions effective as compared with the stated objectives? These issues are the pillars of the foundation laid in this article, and I hope to examine them next week.

A Vision for Small Towns: A Warm and Welcoming Reputation

We concluded last week's article asking how a small- to mid-sized city or village, which cannot or has no interest in significantly growing in size, can build a great downtown that aligns with the community's desired qualities and atmosphere. That last part is key. Specific policies and community goals vary between municipalities because the people living in each want something different out of where they live. That variety is good. One preference regarding community offerings and environment is not necessarily better than another; it simply depends on personal inclinations.

However, once we identify the goals and preferences for a community, there is a qualitative and quantitative difference in policies. Good policies contribute toward the community's goals and should be pursued, but unproductive policies, even if well intentioned, should be avoided. That is where we pick up this week, as I want to share some thoughts on what can contribute to a successful downtown.

In general terms, small- to mid-sized downtowns are comprised mostly of storefronts and a few small office spaces. Except for those working in these storefronts or utilizing office or communal workspaces, most people are employed outside downtown. That means downtowns are principally used for community engagement and recreation. A thriving downtown facilitates these two objectives.

Both purposes are served by what sociologists call third places. A third place is a social space outside the home or workplace, which are the first and second places respectively, that encourages relaxation or edification amidst other people. I use the word "amidst" purposely because a third place does not necessarily require direct interaction, although it offers a space that is conducive to such social engagement. Examples of third places include churches, coffee shops, bookstores, libraries, restaurants, parks, benches, pavilions, etc.

A downtown without vibrant, varied, and welcoming third places will struggle to encourage people to visit and, more importantly, to spend time downtown. If a city is primarily functional in nature, then the downtown may see a significant amount of traffic by those who need to utilize the services located therein, but those visitors will leave the minute the chore is accomplished. This transactional, transient approach to downtown does not create vibrancy, nor does it inspire investments by business owners or taxpayers. The goal is to create an environment in which people want to slow down and spend time.

That means the downtown as a whole, and especially the third places, needs to be warm and welcoming. The city should have a reputation for kindness and felicity. It may seem silly to say that of a largely intangible entity, but it truly is noticeable and makes a difference. When visiting a small town, I can quickly tell whether the community is friendly, primarily through interactions with the locals but also through the types of businesses, public spaces, art, etc. If it is not a warm and welcoming environment, then I am not motivated to return often for personal relaxation or edification.

In summary of this article but not nearly in totality, a downtown needs high quality, varied third places, and we, as members of the community, should prioritize warmth and kindness. That latter

priority certainly applies to more than just downtown development. In fact, its application to downtowns should be merely a by-product of who we already are as people. I want to write more on how business types and shopping trends interact with the ideas in this article, but I will save that for next week.

A Vision for Small Towns: Diversity in Businesses

Last week, we discussed the importance of third places in developing a vibrant downtown. These include public services like parks, libraries, event sites, etc., but some businesses can also serve as third places. Here, I am primarily speaking of what is commonly called storefronts, or those businesses with an attractive aesthetic and a service or product that generates significant foot traffic and repeat customers. Such businesses are a city's lifeblood in many respects. Not only can people use them as third places, but they also generate interest in the downtown, engaging the local populace and bringing in visitors.

Businesses contribute so much to the character of a downtown, so it is worth considering a theory for an engaging downtown business development strategy. First, regarding type and number, a downtown should have enough of one type of business to meet demand but not too many so as to overwhelm the curb appeal. A few examples might help with clarity. Kaila and I have visited several downtowns that we jokingly call 'Girls' Weekend Downtowns.' Meaning, while walking around, we pass a boutique or two, several moderately upscale sit-down restaurants, and maybe a wine-tasting room. But most of all, we see salons. Many salons!

It seems obvious that those downtowns are optimized for a certain audience and for certain time periods, put simply for a girls' weekend. Each downtown visitor will probably spend more time in a salon than perusing a certain boutique or perhaps than eating dinner, so it makes sense for the downtown to have a plethora of salons. They are meeting demand.

There is certainly nothing wrong with this. Whether purposely or coincidentally, the downtown in question embraced the vibe and seems to be doing well. However, a lack of diversity in downtown businesses has its limitations, and we should be honest about the tradeoffs. In one incident, Kaila and I visited a 'Girls' Weekend Downtown' apparently during an off weekend. Most of the salons and restaurants were closed, and the entire downtown felt dead. There was very little else to do or see, so there was no reason for us to stick around.

I use the 'Girls' Weekend Downtown' as a narrative tool to make a point, but we can find many examples of downtowns that hinge on one theme or a certain business type. Perhaps the most common in Michigan is the lake town, which is booming in summer but often closed, or at least very quiet, in winter. The businesses bank on the summer rush to get them through winter.

Once again, I am not being critical of these downtowns as there is nothing wrong with their methods. I am grateful for lake towns in summer, and Kaila and I even enjoy visiting them in winter, at least the ones that are still partially open! Furthermore, many of the downtowns that hinge on a single theme would likely not exist, or at least would not be nearly as successful, if they did not leverage the concept that makes them popular. They are using the tools and opportunities available to them as best they can.

Notwithstanding, a downtown with a diverse set of high quality, appealing businesses is well equipped for consistent, long-term success. This sort of environment not only engages the local community but also piques the interest of outside visitors. In this and other ways, local, small businesses are instrumental to downtowns and the wellbeing of the community in general. Supporting them, both as a municipality and as community members, is worth doing.

A Vision for Small Towns: Mutually Supportive Businesses

Last week's topic was more critical and time sensitive, but now, let us return to the formulation of a vision for small towns. Previously, we discussed the advantages of a downtown filled with a diverse set of high quality, appealing businesses, beneficial for both the local community and outside visitors. Having a variety of business types downtown can also be advantageous for those individual small businesses, the examination of which hinges on the interplay between competitive and complementary functions.

To be successful, a small business considers demand signals for particular products or services. In the last article in this series, I mentioned that some downtowns have a very high demand for a specific service, so many storefronts of the same business type can operate in close proximity with little direct competition. This is the first scenario. No single business has sufficient supply to meet vicinity demand, so each business is happy to share demand with other storefronts. In this situation, the businesses, despite all providing the same type of service, are complementary to each other.

A second variation of this scenario is one in which multiple businesses provide the same type of service but with discrete characteristics that are equal in quality. Since I visit them so often, an easy example for me is coffee shops. All coffee shops provide coffee (shocking, I know!), so on the surface, we might be tempted to assume that each is in direct competition with every other shop.

However, that is typically not the case. Some establishments provide a refined third wave coffee house experience; others serve less refined but interestingly flavored espressos; and still others offer a quick on-the-go fix. I might go to any of those establishments depending on the type of coffee or coffee house experience I want on a particular day. The businesses may all provide the same type of product, but they complement each other by building a more robust inter-business coffee culture.

That does not mean the introduction of another coffee shop never poses a competitive risk to other local shops. The first competitive risk is temporal and can be overcome. The introduction of a new storefront of the same type usually pulls some business away from the other establishments, especially at the start as people want to try the new product. Longer term, the amount of the demand pie that the established business gets may temper somewhat, but it may also return to previous norms or even increase as people become more aware of the product and the demand grows. If the new coffee shop increases interest in coffee, then the recently converted coffee connoisseurs will want to try the established location as well, and they may become regular customers that otherwise would have never demanded the product.

The second competitive risk regards quality. When the discrete characteristics are equal in quality, then opportunities for businesses to complement each other are greater than risks of competition. However, if one business offers a much superior product or experience, then demand will flow to that business, even if the product is slightly different than what is otherwise provided. This is one of the harsh but fundamental aspects of competition. It is not for the faint hearted, but it produces better results. Quality is key.

The third scenario is one that we have already addressed, that being businesses of clearly unique products or services. In this situation, businesses can most easily adopt a mutually supportive strategy. This approach multiplies engagement as visitors to one business are encouraged to visit others. A customer may have gone downtown for one reason but may decide to visit other locations because the businesses are mutually supportive. Besides the pragmatic intersecting demand signals, most customers can also tell when businesses are supportive and friendly toward each other, and that is important. It is part of building a welcoming downtown like we discussed in the second article in this series.

In summary, there are more opportunities for businesses to complement each other than may initially meet the eye. Businesses, downtowns, and the community all benefit from a mutually supportive environment.

A Vision for Small Towns: Building on a Solid Foundation

Over the course of this series, we focused on the characteristics of downtowns specifically while mostly avoiding external factors that can limit or enhance success. To some degree, the principles laid out over the past few weeks can stand on their own. Meaning a downtown might be able to survive despite unstable external factors. However, the challenge will be much greater, and the potential may be capped lower than it otherwise would be. A downtown will have a greater opportunity to flourish with a solid community foundation, and while a little outside the scope of this series, I would be remiss to not address those factors.

All the theories and good ideas about how to make a more attractive downtown are worth little if the community is not a place that people want to call home. When people consider where they want to live, two of the most prominent considerations are safety and schools. Safety has to do with both low crime and a general feeling of comfort. Can the residents feel secure within their own walls, and can they walk down the sidewalk without feeling the need to look over their shoulders?

Regarding schools, parents and guardians want to ensure their kids receive a good education and are set up for a fulfilling, successful life. Between class and school-related programs, children and teenagers spend a tremendous proportion of their young lives involved in school functions. Is the education of high quality? Do the students have options to excel and advance? And most importantly, is it an environment that nurtures good character and a readiness for life?

It probably goes without saying, but good housing options and public services are also foundational. By housing options, I mean a sufficient quantity and variety to fit the community, whether single family dwellings, subdivisions, condos, apartments, tiny homes, etc. But they must also be of good quality and well maintained. Few things are more inviting in a small town than well maintained and attractive residential areas, and few things deter outside interest and spark a decline in population faster than residential or retail blight.

While safety, schools, and housing are predominant determinants of successful communities, people choose where to live for many reasons. Without diverging into all of them, we can say that the core principle is that people who love their community are more likely to invest in it, and that includes the downtown.

When we feel this affinity to our villages, towns, or cities, they become an extension of who we are. So much of our lived experiences take place there; it is no surprise that we fondly refer to them as our hometowns. We invest in our physical homes because we want to make them more comfortable and as an extension of our identity, and the same case can be made for investing in our hometowns. We all have a vested interest and a level of responsibility in the wellbeing of our communities. Let's embrace that together.



APPLICATION FOR APPOINTMENT CITY BOARD OR COMMISSION



Applicant:

Name: Dennis E. Nauss Email: (a) [REDACTED]
Address: 125 N. Church St Phone: [REDACTED]

Attached Resume Yes: No: Registered Voter in the City of Brighton Yes: No:

In debt to the City of Brighton Yes: No:

Board/Commission: Please check all that you would be willing to serve (see attached descriptions):

- Board of Review
- Brighton Arts & Culture Commission
- Downtown Development Authority
- Election Commission
- Planning Commission
- Zoning Board of Appeals

Years as City Resident: 65+

DDA applicants only: Do you live in or own a business in the DDA district? (See pg. 4) Yes: No:

Identify any potential conflicts (relatives that work for the City, financial agreements with City, etc.):
None

Why would you like to be on the Board(s)/Commission(s) you have selected (attach pages, if needed)?

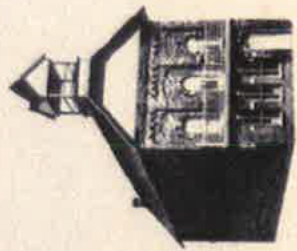
I feel as though I have the experience and perspective of a long term resident to properly address the future planning for the City.

Relevant experience: 66 years on Brighton City Council, years on the Planning Commission, Chellis Blvd development, District Library, and revision of the Master Plan. (see attached article from The Brighton Argus dated Nov. 12, 1997)

I hereby certify that I do not have any outstanding debts with the City of Brighton and all the statements made in this application are true, complete, and correct, to the best of my knowledge and belief and are made in good faith.

Signature: [Signature] Date: 12-13-2023
Please only submit this page.

For Office Use Only	
Received By: _____	Date: _____



The Brighton Argus

50 cents

November 12, 1997

www.htonline.com

Vol. 117, No. 50

Publication Number USPS 565960
PSN: 0700-0000

THE BRIGHTON
ARGUS
PUBLISHED WEEKLY
CITY OF BRIGHTON, MASSACHUSETTS

Nauss

City council will miss his reasoned approach

This past Monday night, newly elected and re-elected members of the Brighton City Council were sworn in for their respective two and four-year terms.

Their elections last week Tuesday were no surprise, as incumbents Kate Lawrence, Patrick Rahilly and Richard Gienapp and newcomer Larry Schillinger ran unopposed for the four council seats. While we expect the "new" council will carry on with the same reasoned vigor and intelligence the body has displayed in recent years, we will miss the presence of one person who we believe has been a most effective member.

Dennis Nauss decided last spring that 11 years on the Brighton City Council was long enough, and declined to run for another term. We understand Nauss' desire to spend more time with his family, but we think his decision not to run will be the city's loss.

Nauss has served not only on the city council, but on the planning commission and SELCRA board, as well. He suffered a mild heart attack a few years ago that forced him to limit his involvement to his council seat, but he never gave up his reasoned and reasonable approach to dealing with city business.

In fact, "reason" is the word that comes to mind when we think of Nauss. Never afraid to voice his opinion during council debate, Nauss nevertheless usually tried to cut to the chase to find a reasonable solution for the resident, business owner or site-plan applicant who found himself or herself mired in the bureaucratic red tape of the city charter, by which the council must abide.

Through all the big issues the city council has faced in the last 11 years — the Chablis Road projects, the library, the infrastructure projects — Nauss has always been a hard worker and a voice of reason.

Another attribute Nauss brought to the council table was the perspective of a lifelong city resident. Born and raised in Brighton, he has a long memory and has watched the inevitable changes unfold. Unlike some, Nauss has not been opposed to development, viewing the city, instead, as a community service center for the surrounding areas.



Dennis Nauss

He has advocated careful, controlled development and thinks, so far, that's been accomplished. We agree. He still thinks Brighton is a good place to live, even though it has changed dramatically from when, as a boy, he used to play in the construction site for the I-96 expressway.

We think the combination of his lifelong history in the City of Brighton and his reasonable approach to problem solving have been good for the city, and we will miss not only his insights, but his sense of humor at the council table, as well.

Nauss is an unabashed Democrat in this bastion of the Republican party — a fact frequently a source of his humor at the council table — and we commend him for sticking to his personal principles throughout his years in public office. He has said he plans to increase his activity in the Democratic party now that he is off the city council, and we have no doubt his presence will be felt.

Nauss also has said he plans to continue keeping an eye on the City of Brighton and how it develops. We hope he doesn't hesitate to speak up if he sees something going on that concerns him. We think future councils would do well to listen if he does speak up.

Finally, we thank Dennis Nauss for the 11 years he has given to the City of Brighton. His service has been exemplary and he will be missed.

We also congratulate Lawrence, Schillinger, Gienapp and Rahilly for winning their seats. We trust that even in Nauss' absence, the Brighton City Council will continue to take his sensible, reasoned approach to important matters.



APPLICATION FOR APPOINTMENT CITY BOARD OR COMMISSION

Applicant:

Name: Susan Bakhaus

Email: ^(a) [REDACTED]

Address: 907 Brighton Lake Rd

Phone: [REDACTED]

Attached Resume Yes: No:

Registered Voter in the City of Brighton Yes: No:

In debt to the City of Brighton Yes: No:

Board/Commission: Please check all that you would be willing to serve (see attached descriptions):

Board of Review

Election Commission

Brighton Arts & Culture Commission

Planning Commission

Downtown Development Authority

Zoning Board of Appeals

Years as City Resident: 40 plus

DDA applicants only: Do you live in or own a business in the DDA district? (See pg. 4) Yes: No:

Identify any potential conflicts (relatives that work for the City, financial agreements with City, etc.):

- none -

Why would you like to be on the Board(s)/Commission(s) you have selected (attach pages, if needed)?

- 20 plus years of meeting attendance -
- well versed with city procedures & policies -

Relevant experience: _____

I hereby certify that I do not have any outstanding debts with the City of Brighton and all the statements made in this application are true, complete, and correct, to the best of my knowledge and belief and are made in good faith.

Signature: _____

Date: Jan. 16, 2024

Please only submit this page.

For Office Use Only

Received By: _____

Date: _____

Susan Barkhaus - Planning -

- Retired legal assistant -
- Studied Real Estate principles in college -
- 20 plus years attending Planning meetings -

- 30 years elected precinct delegate -
- past vice President Brighton Historical Society -
- past car show chairman Classic Legends -
- past board director Motor City Galaxies -

- On going volunteer for Leader Dog
for the blind

- United Way -
- Veterans Connected -
- Taste of Brighton -
- Brighton Chamber events -
- Howell Ballroomfest -
- American Red Cross -



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

JANUARY 23, 2024

SUBJECT: **CONSIDER AWARDING CONTRACT FOR THE REHABILITATION OF THE PINE CREEK LIFT STATIONS TO COMPREHENSIVE CONTRACTING IN AN AMOUNT NOT TO EXCEED \$496,305.50**

BACKGROUND

The Pine Creek Ridge Subdivision is located in Genoa Township with a small portion on the southern end of the development in Hamburg Township. There are three sanitary sewer lift stations in the Genoa Township portion of the subdivision, and while they are located outside of the City of Brighton, they are part of the City's sanitary sewer collection system.

ADMINISTRATIVE SUMMARY

In 1991 the first lift station was installed in Pine Creek Ridge on Hidden Pines Drive. As additional phases of the subdivision were built, two more lift stations were installed; one on Arbor Bay Drive in 1996 and one on Wyndam Lane in 1997. The Hidden Pines and Arbor Bay lift stations both utilize a dry pit/wet well configuration while the Wyndam Lane station is an above ground Gorman Rupp suction lift type of station.

Our wastewater treatment plant operations staff have provided maintenance services to the lift stations in the Pine Creek Ridge subdivision since they were installed 32 years ago.

These stations do not need to be completely replaced as the station structures are in good condition, however, many of the electrical and mechanical systems need rehabilitation to ensure that they can continue to provide reliable sewer service to the residents in that area.

City staff evaluated each lift station and established a list of improvements for each one. These improvements include new pumps and valves, new electrical equipment, new level control systems, and new paint and coatings.

With the evaluation of each station complete, bid specifications were developed by City staff and an Invitation to Bid (ITB) was published on the Michigan Intergovernmental Trade Network (MITN) website on December 6, 2023, using the bidding documents previously approved by the City Attorney.

Interested contractors attended a pre-bid meeting on December 19, 2023. The contractors were taken to each lift station and given time to ask questions about the project. During this time staff discussed the procedures that will need to be used to manage the incoming wastewater flow for each lift station while they are offline during construction.

Sealed bids were opened on January 16, 2024, and three bids were received. See bid results below.

VENDOR	BASE BID Hidden Pines & Arbor Bay Stations	ALTERNATE Wyndham Station	TOTAL
CSM Mechanical	\$364,489.00	\$125,917	\$490,406.00
JK of Michigan	\$393,625.89	\$107,345	\$500,970.89
Comprehensive Contracting	\$325,200.00	\$106,370	\$431,570.00

Comprehensive Contracting was the low bidder.

This contractor performed the recent Brighton Coves Lift Station Replacement Project. City staff was pleased with their work and is confident that they will be able to complete this project as well.

Once the contractor is given notice to proceed, we expect construction to begin in the spring of 2024 and continue into summer, with substantial completion on September 1, 2024. Understanding that the supply chain is still making it difficult to acquire some of the components that will be needed, the substantial completion date may need to be extended.

With the rehabilitation complete, these wastewater assets will continue to provide reliable sanitary sewer service to our customers in the Pine Creek Ridge subdivision for the next 20 plus years.

BUDGET INFORMATION

The cost for the base bid from Comprehensive Contracting is \$325,200 and the cost for the alternate is \$106,370, for a total of \$431,570. Staff is requesting approval for both the base and alternate bids to allow all three if these stations to be refurbished. As is customary when a project is brought before City Council for review and approval, staff would like to include a 15 percent contingency in the event that additional work is necessary. That would bring the total requested amount to \$496,305.50.

There is currently \$470,000.00 in the approved CIP budget for the 2023/2024 budget year for the Rehabilitation of the Pine Creek Lift Stations. After a discussion with the Finance Director, it was determined that additional bond funds are available to pay for the contingency work, if necessary.

RECOMMENDATION

Award contract for the rehabilitation of the Pine Creek Lift Stations to Comprehensive Contracting in an amount not to exceed \$496,305.50.

Prepared by: Corey Brooks, Deputy DPS Director

Reviewed by: Marcel Goch, DPS Director

Elizabeth Gaines, Finance Director

- Within Budget with potential addition from remaining bond funds
- Budget Amendment Necessary and In Proper Form
- Other _____

Reviewed &

Approved by: Gretchen Gomolka, City Manager