



Brighton City Council Meeting

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

April 2, 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 March 12, 2024](#)
- b. [Approval of Resolution #2024-07, approval of Social District License Application for Main St. Steakhouse, Inc. \(The Reserve\) located at 317 W. Main Street](#)
- c. [Approval of Resolution #2024-08, approval of Social District License Application for L & R Ciao Amici's, Inc. located at 217 W. Main Street](#)

Correspondence

6. Call to the public
7. Staff updates
8. Updates from Councilmember liaisons to various boards and commissions

Discussion

9. Farmers market booth
10. 2024/2024 Budget presentation

Public Hearing

11. [Conduct a public hearing and consider approval of Resolution #2024-09, adopting a final project plan for wastewater treatment plant and collection system improvements and designating an authorized project representative](#)

New Business

12. [Consider appointments to boards and commissions, Brighton Arts and Culture Commission](#)
13. [Consider civic event applications](#)
14. [Consider setting date for unveiling of Decision Pending Sculpture](#)
15. [Consider approval to award the crack sealing services contract to Wolverine Seal Coating, LLC in an amount not to exceed \\$30,000](#)
16. [Consider approval of the Hubbell, Roth & Clark, Inc. proposal for design and construction engineering of the Center Street CSX Parking Lot for an amount not to exceed \\$49,886](#)
17. [Consider approval to purchase a portable hoist from Allied Incorporated in the amount of \\$47,199](#)

18. Consider approval of the purchase of a Gorman-Rupp Factory Built Water Booster Station from Dubois-Cooper Associates, Inc. for Pine Creek Subdivision in an amount not to exceed \$270,860

Other Business

19. Call to the public
20. Adjournment



Brighton City Council Meeting

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MINUTES OF THE REGULAR MEETING OF THE BRIGHTON CITY COUNCIL HELD ON MARCH 12, 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, Finance Director City Clerk Tara Brown, Community Development Director Michael Caruso, DPS Director Marcel Goch, Assistant to the DPS Director Patty Thomas, Executive Assistant to Community Development Kelly Haataja, Chief Brent Pirochta, and Attorney Sarah Gabis.

4. Consider approval of the agenda

Motion by Councilmember Pettengill, seconded by Councilmember Gardner to add Jackson Flood presentation on flushable wipes on the agenda as item 6a. **The motion carried, 7-0.**

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Gardner to consider setting a public hearing for the Clean Water State Revolving Loan Fund on April 2, 2024, at 6:30 p.m. as item 17a. **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 Albert, seconded by Mayor Pro Tem Bohn to approve the consent agenda as presented. **The motion carried, 6-0. Councilmember Gipson abstained.**

Consent Agenda Items

- a. **Approval of Minutes: special joint meeting of February 12, 2024**
- b. **Approval of Minutes: regular meeting of February 13, 2024**
- c. **Approval of Minutes: special retreat meeting of February 24, 2024**

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.

6a. Presentation by Jackson Flood

Jackson Flood presented a detailed slide presentation on flushable wipes.

7. Staff updates

Clerk Brown thanked all of the hard-working election inspectors for their dedication and work on the Presidential Primary. This election was the first ever statewide election with early voting and the inspectors did a wonderful job. Clerk Brown attended the County Board of Canvassers meeting and reported the review of the election went smoothly.

Director Goch noted the sidewalk repair and replacement is scheduled for the first week in May. Sidewalk gap

projects will begin on March 25, 2024, on Flint, Nelson, and Williamsen provided the weather is accommodating.

City Manager Gomolka noted there have been issues with the lights on Main Street with calibration which has been modified. Some residents may notice there are a few lights out within the neighborhoods, DTE is aware, and the lights are on DTEs repair list.

8. Updates from Councilmember liaisons to various boards and commissions

Councilmember Schmenk stated that the Zoning Board of Appeals will not meet in March; however, the board will attend a training session with Giffels Webster.

Councilmember Pettengill stated the Brighton Arts and Culture Commission has set dates for the Children's Summer Series. Fan favorites, David Zinn, Gemini, and Drummunity will be back for 2024. Management Assistant Sam Gardiner will be working on applying for grants to further the BACC initiatives.

Mayor Pro Tem Bohn stated the Planning Commission met to enter into closed session during the March 4, 2024 meeting.

Councilmember Gardner stated the Huron Valley Watershed Council is hosting an array of open houses, their main offices are located in Ann Arbor.

Mayor Tobbe thanked the Police Department and all law enforcement for their collaborative work in apprehending a suspect during a recent police issue that originated outside of the city.

Discussion

9. Curb island at Main Street and 6th Street

City Council discussed the merits of maintaining and repairing the sidewalk island as an entrance slowdown point as well as a crossing reprieve for pedestrians. Staff will provide an update on costs and timeframe for repair at a later date.

New Business

10. Consider canceling and possibly rescheduling the March 26th and April 9th, 2024, City Council meetings and scheduling a City Council meeting on April 2, 2024

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Gipson to cancel the March 26 and April 9, 2024, City Council meetings and schedule a City Council meeting for April 2, 2024. **The motion carried, 7-0.**

11. Consider setting the Budget Workshops for April 9, 10, and 11, 2024

Motion by Councilmember Gardner, seconded by Councilmember Gardner to set the budget workshops for April 9, 10, and 11, 2024 beginning at 6:00 p.m. **The motion carried, 7-0.**

12. Consider approval of Traffic Control Order's 183, 184, and 185

Motion by Councilmember Gardner, seconded by Councilmember Pettengill to approve traffic control order 183 with a time frame of 8:00 a.m. to 8:00 p.m. **The motion carried, 7-0.**

Motion by Councilmember Gardner, seconded by Councilmember Pettengill to approve traffic control order 184 as presented. **The motion carried, 7-0.**

Motion by Councilmember Gardner, seconded by Councilmember Pettengill to approve traffic control order 185 as presented. **The motion carried, 7-0.**

13. Consider approval of a five-year contract extension from July 1, 2024, through June 30, 2029, with Waste Management for residential and municipal refuse collection

Motion by Councilmember Gipson, seconded by Councilmember Albert to approve the five-year contract extension from July 1, 2024, through June 30, 2029, with Waste Management for residential and municipal refuse collection.

The motion carried, 7-0.

14. Consider approval of a Metro Act Unilateral Form right-of-way telecommunications permit for Livingston County Fiber Network

Motion by Councilmember Gipson, seconded by Councilmember Schmenk to approve the Metro Act Unilateral Form right-of-way telecommunications permit for Livingston County Fiber Network and to authorize the City Manager to execute the same. **The motion carried by roll call vote, 7-0.**

15. Consider approval for two budget amendments in the amount of \$50,000 each to transfer funds from the General Fund to the Major and Local Street Funds for additional sidewalk maintenance and replacement

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Gardner to approve two budget amendments in the amount of \$50,000 each to transfer funds from the General Fund to the Major and Local Street Funds for additional sidewalk maintenance and replacement. **The motion carried, 7-0.**

16. Consider approval of both Hubbell, Roth & Clark design engineering proposals for National Functional Classified Streets and related budget amendments in amounts not to exceed \$75,116 and \$64,190 for a total \$139,306

Motion by Councilmember Gipson, seconded by Councilmember Pettengill to approve both Hubbell, Roth & Clark design engineering proposals for National Functional Classified Streets and related budget amendments in amounts not to exceed \$75,116 and \$64,190 for a total \$139,306. **The motion carried, 7-0.**

17. Consider appointments to boards and commissions, Zoning Board of Appeals

Motion by Councilmember Gipson, seconded by Councilmember Schmenk to approve the reappointment of Kelly Genei and Noreen Mollen to the Zoning Board of Appeals and to repost the alternate position. **The motion carried, 7-0.**

17a. Consider approval to set a public hearing for the Clean Water State Revolving Loan Fund on April 2, 2024, at 6:30 p.m.

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Gipson to set a public hearing for the Clean Water State Revolving Loan Fund on April 2, 2024, at 6:30 p.m. **The motion carried, 7-0.**

18. 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 Gardner, seconded by Councilmember Gipson to enter into closed session at 7:58 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 Mayor Pro Tem Bohn, seconded by Councilmember Gardner to come out of closed session at 9:41 p.m. **The motion carried, 7-0.**

Other Business

19. Call to the public

Mayor Tobbe opened the call to the public at 9:42 p.m.

Susan Bakhaus spoke regarding the 6th Street and State Street island.

Hearing and seeing no comment, the call to the public was closed at 9:45 p.m.

20. Adjournment

Motion by Councilmember Gipson, seconded by Councilmember Albert to adjourn the meeting at 9:45 p.m. **The motion carried (7-0).**

Tara Brown, City Clerk



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL APRIL 2, 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 Main St. Steakhouse, Inc. (The Reserve) located at 317 W. Main.

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 2024-07 by roll call vote.

Prepared by: Kelly Haataja, Executive Assistant to Community Development

Approved by: Gretchen Gomolka, City Manager

Attachments: 1. Resolution 2024-07
2. Application
3. Education Compliance



Resolution #2024-07

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 April 2, 2024 at 6:30 p.m.
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Main St. Steakhouse, Inc.
(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 April 2, 2024
(regular or special) (date)

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.

PSD24-03

City of Brighton
APPROVED
By: [Signature] Date: 3/13/24



CITY OF BRIGHTON SOCIAL DISTRICT LICENSE APPLICATION

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

99-003-968

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

OK #1389

APPLICANT

Name: Brandon Davis

Phone: 734-972-6883

Business Name: The Reserve Steakhouse

Address: 317 W. Main Street Brighton, MI 48116

Email: brandon@parlayrestaurants.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:

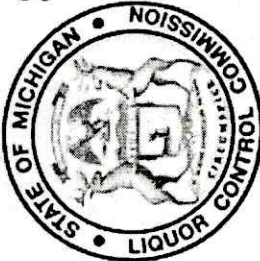
NO

HOLD HARMLESS ACKNOWLEDGEMENT

To the fullest extent permitted by law, Brandon Davis, 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: Brandon Davis Date: 3-11-24

Signature: [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.

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.

Department of Licensing
and Regulatory Affairs

BUSINESS ID: 0279026
MAIN ST. STEAK HOUSE, INC.
D/B/A

317 MAIN ST, SUITE 100
BRIGHTON, MI 48116

LIVINGSTON COUNTY
L-273
BRIGHTON CITY

LICENSE # L-000458965
LICENSE: Class C

L-000458966 Specially Designated Merchant

TOTAL BARS: 1 OUTDOOR SERVICE AREA: 1
DIRECT-CONNECTIONS: 0 PASSENGERS:

PERMIT
Sunday Sales (AM), Sunday Sales (PM): Class C- Spirits & Mixed Spirit Drink, Outdoor Service
Area (1), Entertainment, Sunday Sales (PM): SDM - Mixed Spirit Drink, Off-Premises Storage

THIS LICENSE SUPERSEDES ANY AND ALL OTHER LICENSES ISSUED PRIOR TO SEPTEMBER 14, 2023

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





LICENSEE(S) SIGNATURE(S)

2023

2024

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



RR

THE RESERVE
STEAKHOUSE

CITY OF BRIDGE
SOCIAL DISTRICT



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
 Request ID: _____
 (For MLCC Use Only)

Social District Permit Application

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name: MAIN ST. STEAK HOUSE, INC.		
Address: 317 MAIN STSUITE 100		
City: BRIGHTON,	State: MI	Zip Code: 48116
Contact Name: Laura Peters	Phone: 248-410-0388	Email: lpeters@anafirm.com

Part 2 - Required Documents & Fees

<input checked="" type="checkbox"/> Local Governmental Unit Approval <input checked="" type="checkbox"/> Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)
--

<input checked="" type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036) <input checked="" type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	TOTAL DUE: <div style="border: 1px solid black; padding: 5px; display: inline-block; margin: 5px;"> \$320.00 </div> Make checks payable to State of Michigan
---	--

Leave Blank - MLCC Use Only

Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the 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 enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Brandon Davis, manager 3/11/24

Print Name of Licensee & Title Signature of Licensee Date

Please return this completed form and fees to:
 Michigan Liquor Control Commission
 Mailing address: P.O. Box 30005, Lansing, MI 48909
 Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
 Fax with Credit Card Authorization to: 517-284-8557



Brighton City Police

Brent Pirochta

Chief of Police



MEMO

TO: Community Development

From: Deputy Chief Flood

Date: 03-15-2024

Re: **The Reserve**

On March 15, 2024, I presented Social District Education to The Reserve. The meeting was held at The Reserve.

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

The Reserve has met the Social District education requirement as prescribed by Resolution 2021-015.

In attendance was:

Nicole Carriere

Ryan Lucas

Mallory Lender



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL APRIL 2, 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 L & R Ciao Amici's, Inc. located at 217 W. Main.

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 #2024-08 by roll call vote.

Prepared by: Kelly Haataja, Executive Assistant to Community Development

Approved by: Gretchen Gomolka, City Manager

Attachments: 1. Resolution #2024-08
 2. Application
 3. Education Compliance



Resolution #2024-08

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 April 2, 2024 at 6:30 p.m.
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from L & R Ciao Amici's, Inc. d/b/a Ciao Amici's
(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 April 2, 2024
(regular or special) (date)

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.

PAID
MAR 15 2024
CITY OF BRIGHTON

#61188
W



City of Brighton
APPROVED
By: W Date: 3/15/24

CITY OF BRIGHTON SOCIAL DISTRICT LICENSE APPLICATION

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

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

APPLICANT

Name:

ARON NIKOLA LULGURAJ

Phone:

810 227-9000

Business Name:

L-R C/O AWCS

Address:

217 WEST MAIN ST

Email:

SHUMIL@AOL.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, C/O AWCS, 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:

ARON NIKOLA LULGURAJ

Date:

3/13/24

Signature:

From: [Steve Lambert](#)
To: [SBS Council](#)
Subject: [Ciao Amici's](#)
Date: [Friday, March 13, 2020 11:43:27 AM](#)

CAUTION: This email originated from outside the City of Brighton. Do not click links or open attachments unless you recognize the sender and know the content is safe.

CIAO AMICI'S





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.

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 MAY 2, 2023
BUSINESS ID: 222988
L & R CIAO AMICI'S, INC.
D/B/A CIAO AMICIS

217 W MAIN ST,
BRIGHTON, MI 48116-1523

LICENSE # LICENSE:
L-000197130 Resort Class C

L-000197130 Specialty Designated 10

TOTAL BARS: 2 OUTDOOR
DIRECT-CONNECTIONS: 0 PABLING

PERMIT

Sunday Sales (SW), Entertainment, Sub: : Service Area (1), Extended Hours (Entertainment)
(Sunday-Sunday Hours: 8:00 AM-12:00 AM, Specific Purpose (Food) (Sunday-Sunday Hours: 8:00
AM-12:00 AM)

LIVINGSTON COUNTY
L-273
BRIGHTON CITY

ACT:
MCL 436.1531(2)

ROOMS:

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

[Signature]
[Signature]
[Signature]
[Signature]
[Signature]

LICENSEE(S) SIGNATURE(S)

2023

2024

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



Brighton City Police

Brent Pirochta

Chief of Police



MEMO

TO: Community Development

From: Deputy Chief Flood

Date: 03-25-2024

Re: **Ciao Amicis**

On March 25, 2024, I presented Social District Education to Ciao Amicis, held at that location.

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

Ciao Amicis has met the Social District education requirement as prescribed by Resolution 2021-015.

In attendance was:

Nick Lulgjurajr
Stefanie Skrzypek
Angela McKay



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

April 2, 2024

SUBJECT: CONDUCT A PUBLIC HEARING AND CONSIDER ADOPTION OF RESOLUTION #2024-09, ADOPTING A FINAL PROJECT PLAN FOR WASTEWATER TREATMENT PLANT AND COLLECTION SYSTEM IMPROVEMENTS AND DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE

BACKGROUND

To be eligible for the Clean Water State Revolving Fund (CWSRF) loan, Michigan Department of Environment, Great Lakes, and Energy (EGLE) sets forth clear criteria for project eligibility, emphasizing the importance of projects that address critical water infrastructure needs, promote environmental sustainability, and comply with state and federal regulations to be assembled into a project plan. Projects related to wastewater treatment, stormwater management, and drinking water systems are prioritized.

Project plans that are awarded funding through the CWSRF allow the municipality to borrow funds for the project with a subsidized interest rate (essentially a grant) that is much lower than market rate interest on borrowings, saving the users of the system millions of dollars. Historically, there have been instances of debt forgiveness through this program as well. While not guaranteed, this is not even a possibility on traditional debt arrangements.

The project plan, as drafted by Tetra Tech per City Council's request during the September 21, 2023, City Council meeting, outlines the project planning and design, engineering assessments, and environmental impact evaluations for the City of Brighton Wastewater Treatment Plan. The plan has been posted as recommended by EGLE and is available on the city's website and at City Hall. The public hearing notice posted in the Livingston Daily and on the city's website both reference where to view this plan. The following projects in the plan are recommended by Tetra Tech:

- Influent Screenings and Grit Removal Systems Replacement
- Pneumatic Valve Operator Replacement
- Chemical Feed System Replacement
- Equalization Valve Replacement
- Secondary Clarifier No.1 and 2 Replacement
- Service Building Improvements
- Boiler, Ductwork, Ventilation, and Heating System Improvements
- Drainage, Plumbing, and Water Service Upgrades
- Electrical Upgrades
- SCADA Upgrades
- Oxidation Ditch Improvements
- Infiltration and Disinfection Improvements
- Solids Handling System Improvements
- Bauer Road Force Main Improvements

ADMINISTRATIVE SUMMARY

Project planning and preparation guidance provided by EGLE outlines many steps necessary to apply for the Clean Water State Revolving Fund (CWSRF). The public hearing and adoption of resolution # 2024-09 are the next necessary steps in order to progress as outlined by EGLE for projects seeking funding through CWSRF. The public hearing provides an opportunity for public participation to garner a better understanding of the project. Tetra Tech will present a description of the proposed project, addressing alternatives that were considered, a discussion of the project financing and costs to users, and a description of the anticipated impacts.

RECOMMENDATION

Adoption of resolution #2024-09, adopting a final project plan for Wastewater Treatment Plan and Collection System Improvements and Designating an Authorized Project Representative

Prepared by: Tara Brown, City Clerk

Reviewed &

Approved by: Gretchen Gomolka, City Manager

**CITY OF BRIGHTON
BRIGHTON CITY COUNCIL**

**A RESOLUTION ADOPTING A FINAL PROJECT PLAN FOR WASTEWATER
TREATMENT PLANT AND COLLECTION SYSTEM IMPROVEMENTS AND
DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE**

WHEREAS, the City of Brighton recognizes the need to make improvements to its existing wastewater treatment plant and collection system; and

WHEREAS, the City of Brighton authorized Tetra Tech to prepare a Clean Water State Revolving Fund Project Plan, which recommends the following projects at the Wastewater Treatment Plant;

- Influent Screenings and Grit Removal Systems Replacement
- Pneumatic Valve Operator Replacement
- Chemical Feed System Replacement
- Equalization Valve Replacement
- Secondary Clarifier No.1 and 2 Replacement
- Service Building Improvements
- Boiler, Ductwork, Ventilation, and Heating System Improvements
- Drainage, Plumbing, and Water Service Upgrades
- Electrical Upgrades
- SCADA Upgrades
- Oxidation Ditch Improvements
- Infiltration and Disinfection Improvements
- Solids Handling System Improvements
- Bauer Road Force Main Improvements

WHEREAS, said Project Plan was presented at a Public Meeting held on Tuesday April 2, 2024, and all public comments have been considered and addressed;

Resolution #2024-09

NOW THEREFORE BE IT RESOLVED, that the City of Brighton formally adopts said Project Plan and agrees to consider the selected alternatives.

BE IT FURTHER RESOLVED, that the Wastewater Treatment Plant Superintendent, a position currently held by Corey Brooks, is designated as the authorized representative for all activities with the projects referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a Clean Water State Revolving Fund Loan.

Yeas:

Nays:

Abstain:

Absent:

RESOLUTION DECLARED ADOPTED

Dated: April 2, 2024

CERTIFICATION

I, Tara Brown, City Clerk of the City of Brighton, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the City Council of the City of Brighton at a regular meeting held on April 2, 2024.

Tara Brown, City Clerk



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL
APRIL 2, 2024

SUBJECT: CONSIDER APPOINTMENTS TO THE BRIGHTON ARTS AND CULTURE COMMISSION

ADMINISTRATIVE SUMMARY

The Brighton Arts and Culture Commission (BACC) consists of five members. With the departures to two members with terms whose terms are scheduled to end in January 2026 and July of 2026, there are two vacancies. The city has received three applications for consideration. Any appointees will take over the current terms that are vacant.

- Susan Bakhaus – Seeking first time appointment.
- Michelle Trame Lanzi – Seeking first time appointment.
- Susanne Clausnitzer – Seeking first time appointment.

Prepared by: Joe Gaikema, Management Assistant

Reviewed &

Approved by: Gretchen Gomolka, City Manager



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

April 2, 2024

SUBJECT: CONSIDER APPROVAL OF 21 CIVIC EVENT APPLICATIONS

ADMINISTRATIVE SUMMARY

The city received 21 civic event applications for the upcoming 2024 civic event season.

The Civic Event Committee, which includes members of the Brighton Area Fire Authority, Police, DPW, and Councilmember Renee Pettengill, reviewed all of the applications. All applications meet the requirements of the Civic Event Policy.

Please see the attached list of events, which includes event name, days and dates, applicant, and if a road closure or city assistance is needed.

The Committee would like to point out the following information regarding certain events:

- The spring Ladies Night Out event has historically been held on the first Thursday of May; however, it has been changed to Thursday, April 25, 2024 this year and renamed “Spring Fling Ladies Night Out”.
- The Weekends on West event has changed their event to be held on Friday nights only, instead of both Friday and Saturday nights. They state they will be donating 10 percent of their street sales to Veterans Connected.
- El Arbol is requesting to expand their Cinco De Mayo event to be held on Saturday and Sunday, May 4 and 5.
- The Kiwanis will not be holding their Sunday Night Concert and Car Show event downtown this year. They have moved it to Brighton High School.
- The Wine Art and Music Festival traditionally organized by the Brighton Chamber of Commerce has been renamed to “Brighton Street Art Fair,” moved from the first weekend in August to the third weekend, and will be organized by the Guild of Artists and Artisans out of Ann Arbor. The proceeds from the event will be split between the Guild and the Brighton Chamber of Commerce.
- There are two new events this year:
 - The Main Street Mile is a running event organized by Running Lab and proposed on Saturday, June 8. On this day, the Farmers Market will be moved from the Municipal Parking Lot to St. Paul and Main Street. They are requesting to have Main Street closed from Grand River to Sixth Street from approximately 8:30 am to 11:30 am. This means that residents who live within this closure will not be able to exit or enter their property during that time. The applicant has advised they will speak to each of the residents and advise them of their event. They can park overnight on the side streets if they anticipate needing to leave between those times.

The Committee met with the applicant to explore avenues through which the DPW and police can provide support for this event, including facilitating the necessary road closures to ensure the safety of both runners and drivers. If approved, the Committee will have additional meetings with the applicant.

- A Pack of Dogs Walk-A-Thon is organized by the Brighton Area Schools Pack of Dogs and will be held on Saturday, June 15. They are proposing to walk from the AMP down Main Street, and through the residential neighborhoods to the south, and end at the High School. There is no road closure requested for this event and no assistance needed by the city.

Any outstanding items (such as insurance, signatures needed, route maps, event details, etc.) that are required from each applicant will be obtained prior to the start of the event.

Pre-event meetings will be held with applicants who are requesting new events; for multi-day, large scope events; as well as all parades.

BUDGET INFORMATION

All civic event organizers are required to pay 50 percent of the total cost of the city to assist with events.

RECOMMENDATION

The Civic Event Committee is requesting that City Council review the proposed events and recommend which to approve. Staff is available to answer any questions.

Prepared by: Patty Thomas, Asst. to the DPS Director

Reviewed by: Marcel Goch, DPS Director
Craig Flood, Deputy Police Chief

Elizabeth Gaines, Finance Director

- Within Budget
- Budget Amendment Necessary and In Proper Form
- Other _____

Reviewed &
Approved by: Gretchen Gomolka, City Manager

Attachments: 2024 Civic Event Detail List

2024 Events				
Event Title	Date(s)	Applicant	Street Closure Requested	City Assistance Required
Spring Fling Ladies Night Out	Thursday, April 25, 5pm-9pm	Mark Binkley & Michelle Letendre	N	Y
Weekends on West Red Fridays	Fridays, May 3 through September 27; 7pm-10pm	Nick Hegle / The Pound Bar & Grill	Y	Y
Cinco de Mayo	Saturday, May 4; 11 am-9 pm & Sunday, May 5; 11am-8pm	Steve Pilon / El Arbol	Y	Y
Farmers Market	Saturdays, May 4 through October 26; 8am-1pm	Monee Phipps / Greater Brighton Area Chamber of Commerce	N	N
Memorial Day Parade	Monday, May 27; 10am-11:30am	Steve Conaway / VFW Post 4357	Y	Y
Swing at the AMP!	Mondays, May 27 through September 2; 7pm-10pm	Jamie Nicholson / The Dance Project	N	N
Fishing Derby for Kids	Saturday, June 8; 8am-1pm	Mike Bonk / Brighton Optimist Club	N	N
Running Lab Main Street Mile & Farmers Market	Saturday, June 8; 9 am-2pm	Ken Larsheid / The Running Lab	Y	Y
Livingston County Concert Band Concerts	Tuesday, June 4 & June 11; 6pm-9pm (at the AMP)	Laura Hogan / Livingston County Concert Band	N	N
Turn Up the AMP!	Wednesdays, June 12, July 10, August 14 & September 11; 5:30pm-9pm	Cal & Whitney Stone / 2 Stones Events	N	Y
A Pack of Dogs Walk-A-Thon	Saturday, June 15; 8 am-1pm	Kaitlyn Lipinski / BAS Pack of Dogs	N	N
Annual Hungry Duck Run	Thursday, July 4; 6am to 9:30am	Ken Larscheid / Livingston Sunrise Rotaray	Y	Y
July 4th Parade	Thursday, July 4; 10:00am-12Noon	Michael O'Brian / Brighton Area Fire Authority	Y	Y
Kiwanis Childrens Story Time	Tuesdays, July 9 through August 20; 10:30am-11:30am	Dennis Dimoff / Kiwanis Club of Brighton	N	N
A Taste of Brighton	Friday, July 12; 11 am-11pm & Saturday, July 13; 10am-11pm	Ken Larsheid / Believe in Brighton	Y	Y
Brighton Street Art Fair	Friday, August 23, 5pm-8pm; Saturday, August 24, 10am-8pm; Sunday August 25, 10am-4pm	Karen Delhey / The Guild of Artists & Artisans	Y	Y
Smokin' Jazz & BBQ Blues Festival	Friday, September 6, 5pm-10pm & Saturday, & September 7, 12pm-10pm	Linda Carey / Greater Brighton Area Chamber of Commerce	Y	Y
Ruck to Live	Saturday, September 28; 8am-1:30p (At the Imaginstion Station)	Barb Smith & Bryan Bradford / Veterans Connected	Y	Y
BHS Homecoming Parade	Friday, October 11; 6pm-7pm	Matt Evans / Brighton High School	Y	Y
Veterans Day Parade	Saturday, November 9; 11am-12pm	Steve Conaway / VFW Post 4357	Y	Y
Holiday Glow with Christmas Market	Saturday, November 23; 1pm-7pm	Linda Carey / Greater Brighton Area Chamber of Commerce	Y	Y



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

April 2, 2024

SUBJECT: CONSIDER SETTING DATE FOR UNVEILING OF DECISION PENDING SCULPTURE

ADMINISTRATIVE SUMMARY

With the Main Street streetscape project now complete, we eagerly anticipate the reinstallation and unveiling of Decision Pending in front of the Mill Pond.

The Department of Public Works has prepared the statue for reinstallation, meticulously removing all existing concrete from its base.

Civic event approval will be considered at this same City Council meeting. Our team believes that scheduling the unveiling to coincide with another event would be a fantastic opportunity, especially with the Farmers Market. This popular event, which kicks off early in the season, draws many families downtown.

Outlined below are the first three dates for the Farmers Market, which runs from 8am to 1pm. We suggest that the City Council select one of these dates for the unveiling.

Farmers Market

- Saturday May 4th
- Saturday May 11th
- Saturday May 18th

Prepared by: Gretchen Gomolka, City Manager



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

April 2, 2024

SUBJECT: CONSIDER AWARD OF CRACK SEALING SERVICES CONTRACT TO WOLVERINE SEALCOATING, LLC FOR AN AMOUNT NOT TO EXCEED \$30,000

BACKGROUND

As part of the City’s ongoing commitment to street maintenance and cost savings, Staff has again participated in a multi-municipal Invitation to Bid (ITB) process for street maintenance.

In 2022, Staff worked with Wixom, Milford, and Fowlerville to obtain better pricing for crack sealing. This process can lower costs for participating municipalities because of the increase in the amount of work the contractor will be doing. Additionally, establishing material needs and work schedules early, contractors can offer better pricing to participating municipalities.

ADMINISTRATIVE SUMMARY

This year, the City of Wixom, City of Farmington, City of Fenton, Village of Milford, Bloomfield Township, and the City of Brighton sought crack sealing services for this upcoming season. The City of Wixom was the lead municipality on this project. All municipalities had an opportunity to review and approve the contract language for items such as job specifications, materials, and scope of work. This ITB also contained language that allowed each community to choose a different contractor to secure the best pricing for themselves. While much of the boilerplate language is comparable for the communities involved, each has their own requirements that need to be met for project approval within their jurisdiction. As a result, Staff required the recommended contractor to review and sign the City of Brighton contract language previously approved by our general counsel. The contractor is aware and agrees that City documents will supersede all previously used bidding language for the final agreement, while maintaining scope of work, material specifications, and pricing.

On February 14, 2024 the ITB was published on the Michigan Intergovernmental Trade Network (MITN) by the City of Wixom. The bid opening was held on March 5, 2024 with four submittals being received. Of the four bids received, Wolverine Seal Coating, LLC of Jackson, Michigan was the lowest bidder. The City has worked with Wolverine Sealcoating on numerous occasions in the past and have always been satisfied with their work. Staff will be working directly with the contractor during the project to ensure that the amount of crack sealing done does not exceed the budget amount approved by City Council. See pricing below.

BIDDER	PRICE PER POUND	SEALCOATING PER SQ FT
K& B Asphalt	\$1.20	N/A
True North Asphalt	\$3.20	\$.10
Scodeller Construction	\$1.35	N/A
Wolverine Seal Coating LLC	\$1.16	\$.095

Staff has analyzed street conditions and determined that Oak Ridge Drive, Long Leaf Court, Fairway Trails Drive, Advance Street and Whitney Street are some of the streets that would benefit from crack sealing this year.

Staff would like to state again that it is estimated that every dollar spent on capital preventative maintenance can delay or prevent \$6.00 - \$14 for reconstruction costs.

BUDGET

There is \$181,000 available for street maintenance in the 2023/2024 budget and Staff would like to use up to \$30,000 for crack sealing maintenance.

RECOMMENDATION

Award Crack Sealing Services contract to Wolverine Seal Coating, LLC for an amount not to exceed \$30,000.

Prepared by: Patty Thomas, Asst. to the DPS Director

Reviewed by: Marcel Goch, DPS Director

Elizabeth Gaines, Finance Director

- Within Budget
- Budget Amendment Necessary and In Proper Form
- Other _____

Reviewed &

Approved by: Gretchen Gomolka, City Manager



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

April 2, 2024

SUBJECT: CONSIDER APPROVAL OF HUBBELL, ROTH & CLARK, INC. PROPOSAL FOR DESIGN AND CONSTRUCTION ENGINEERING OF CENTER STREET CSX PARKING LOT FOR AN AMOUNT NOT TO EXCEED \$49,886

BACKGROUND

Last year the City renewed two leases with CSX Railroad. The leases are for the two paved parking lots on each side of rail road tracks; one on the north side of Main Street, west of the railroad tracks known simply as the CSX Lot and one on the east side of the tracks, west of Center Street known as the Second Street Lot. Included in that lease is an undeveloped area that is just north of the Second Street Lot. During the Northwest Neighborhood Project, this area had a driveway approach installed in hopes it could be utilized in the future for parking.

ADMINISTRATIVE SUMMARY

Recently two parking lots that were being leased by the Downtown Development Authority (Ciao Amici's and Excelda) have been closed due to new ownership and impending development. With a loss of approximately 60 parking spaces, Staff is exploring options that would replace some of that parking. Knowing we had an undeveloped location north of the Second Street Lot, discussions were held on what could be done to prepare this area for parking.

Originally, Staff had thought of making the undeveloped area a gravel parking lot, however, we want this to be a permanent parking lot, and to be compliant with the City's parking regulations, hard surfacing of the lot is required. Additionally, a stipulation of the CSX lease requires there be driveway exit access for their substation, which lies in between the Second Street Lot and the area in question. With that in mind, we met with one of the City's approved engineers, Hubbell, Roth & Clark, Inc. (HRC), to discuss paving options and obtain an estimate of probable cost. After reviewing the options and cost estimates, we requested a proposal for design and construction engineering.

HRC provided two options based on the size of the area and vehicle maneuverability requirements. One with parking along both sides of the property, which produced 39 parking spots, and another with parking along the trackside of the lot that produced 26 parking spots. While the option that allowed parking on both sides is preferable, the needed space for vehicle maneuverability would push the lot boundaries too close to the tracks and would make it unacceptable for CSX. This left only the second option (26 spaces) of adding one row of parking and leaving driveway access for CSX vehicles.

If their proposal is accepted, HRC will provide the services below. The project will be let and the results will be brought back to City Council for their review and approval.

DESIGN

- Scope meeting to solidify final plan layout
- Perform soil borings to determine base improvements
- Collect topographic information
- Develop plan sheets and specifications
- Prepare bid documents
- Issue a contract award recommendation letter

CONSTRUCTION

- Hold preconstruction meeting with City Staff and Contractor
- Provide survey layout
- Perform contract administration-Progress meeting, prepare pay estimates and close out paper work
- Construction observation-confirm quantities, material verification, coordinate with Contractor and City Staff when necessary
- Material and density testing of subgrade, aggregate base, concrete and HMA
- Perform final inspection and closeout project with Contractor

BUDGET INFORMATION

Funds for the engineering of this project are not included in the current fiscal year's budget. After consideration of the available parking needs in the downtown area and discussions with the City Manager and Finance Director, it was determined that capital funds are available for the engineering and construction of the parking lot; however, a budget amendment from the fund balance of the General Fund will be required. The actual construction would occur in fiscal year 2024-2025 and will be built into that budget.

RECOMMENDATION

Approve the Hubbell, Roth & Clark, Inc. proposal for design and construction engineering of the Center Street CSX Parking Lot and related budget amendment for an amount not to exceed \$49,886

Prepared by: Marcel Goch, Department of Public Services Director

Reviewed by: Elizabeth Gaines, Finance Director

- Within Budget
- Budget Amendment Necessary and In Proper Form
- Other _____

Reviewed &

Approved by: Gretchen Gomolka, City Manager

Attachments: HRC Proposal



March 22, 2024

City of Brighton
200 N. First Street
Brighton, MI 48116

Attn: Mr. Marcel Goch, Public Services Director

Re: Design & Construction Engineering Services Proposal
CSX Parking Lot – Center Street

HRC Job No. 20240202

Dear Mr. Goch:

As requested, Hubbell, Roth & Clark, Inc. (HRC) is pleased to submit this design & construction engineering proposal for the construction of a new parking lot on the CSX property along Center Street. A summary of the engineering tasks is listed below.

Understanding of Project

The City has obtained the CSX and Gap parcels shown on the Attached Exhibit A and desire to construct a public parking lot. Access for CSX trucks to drive through the site will need to be maintained. No new storm drainage improvements are anticipated. Storm water will sheet flow to the railroad ditch or out the existing concrete approach to Center Street.

Scope of Work

HRC will prepare plans and specifications to construct a parking lot as shown conceptually in Exhibit A. The final layout may be modified to fit the existing site conditions once the final grading plan has been designed. To prepare the plans and specifications for bidding the following engineering design tasks will be completed:

- Scope meeting – HRC will meet with City Staff to discuss and solidify the scope of project. This task includes the time already spent to create conceptual layouts and cost estimates.
- Soil Borings – HRC will collect four (4) hand augers up to three (3) feet deep to review the existing subbase conditions to determine if subgrade undercutting is necessary
- Collect topographic information of the property and existing sidewalk and concrete approach at Center Street
- Developing plan sheets and specifications– HRC will create plan sheets that show the conditions, removals, preliminary layout and grading to review with City Staff. Once the City has approved the layout, HRC will finalize the plans and specifications and prepare the final bid documents
- The bidding phase of the project will include making the bid documents available to bidders, answering any questions or clarifications that arise during bidding, attending the bid opening and issuing a contract award recommendation letter

Work not included in our scope

- Water Main, Sanitary and Storm Sewer Improvements
- Easement documents or acquisitions
- Wetland or environmental reviews
- Permitting fees

Once the contract has been awarded to the Contractor, HRC will provide the following construction engineering services:

- HRC will conduct a preconstruction meeting with City Staff and the Contractor.
- Survey construction layout will be provided
- HRC will provide contract administration which includes: one (1) progress meeting, three (3) pay estimates and project close out
- Construction observation will be provided to verify materials, confirm quantities, and coordinate construction efforts with the Contractor.
- Material and density testing of the subgrade, aggregate base, concrete curb and HMA will be provided by our inhouse testing laboratory
- Once construction has been completed HRC will conduct a final inspection and coordinate project closeout with the Contractor

Schedule

Based on our experience with similar projects we propose the following schedule. The tasks are anticipated to be completed on or before the following dates:

<u>Task</u>	<u>Date</u>
Contract Award	April 2, 2024
Collect Topographic Information	April 30, 2024
Preliminary Design	May 21, 2024
Final Design	June 1, 2024
Bidding Phase	June 2024
Contract Award	July 2024
Construction Start	August 2024
Construction Completion	September/October 2024
Project Closeout	October/November 2024

Budget

The design improvements outlined in this proposal can be accomplished for **\$49,886**, which is a not to exceed price. The proposed hours per task are outlined in the attached Staff Hour Projections.

If you have any questions or require any additional information, please contact the undersigned at 248-535-3350.

Sincerely yours,

HUBBELL, ROTH & CLARK, INC.


Michael P. Darga, PE

pc: HRC; T. Sneathen, A. Malczewski

Accepted By:

Signature: _____
Marcel Goch, Public Services Director

Dated: _____

**City of Brighton
CSX Parking Lot Improvements
3/22/2024**

Task Description	Manager	Graduate Engineer II	Survey Crew	Testing Technician II	Construction Observer	Total By Task
Meetings w/ City	10	8				18
Topographic Survey	4		40			44
Plans & Specifications	10	100		12		122
Bidding Phase	10	20				30
Survey Layout	4		30			34
Construction Administration	10	30				40
Construction Observation					160	160
Material & Density Testing	8			40		48
Project Closeout	4	8			8	20

Total Hours by Classification	60	166	70	52	168	516
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	Hours	Billable Hourly Rate	Billable Cost (Max)
Manager	60	\$ 160.00	\$ 9,600.00
Graduate Engineer II	166	\$ 103.00	\$ 17,098.00
Survey Crew	70	\$ 100.00	\$ 7,000.00
Testing Technician II	52	\$ 69.00	\$ 3,588.00
Construction Observer	168	\$ 75.00	\$ 12,600.00
	516	Total Engineering Cost	\$ 49,886.00
		Total Estimated Cost	\$ 49,886.00



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

April 2, 2024

SUBJECT: CONSIDER APPROVING THE PURCHASE OF A PORTABLE HOIST FROM ALLIED INCORPORATED IN THE AMOUNT OF \$47,199

BACKGROUND

- DPS staff recently completed the construction of the new DPS building addition. The purpose of which was to store DPS vehicles, equipment, and supplies out of the harsh weather conditions and provide an area to perform vehicle and equipment maintenance.
- The addition created room for an existing building on the complex to be converted to a storage/maintenance garage. This project is being done per the approved "DPW Storage Building Garage Conversion" Project approved in the 2023/2024 budget.

ADMINISTRATIVE SUMMARY

- One of the requested improvements to the new maintenance garage is the addition of a portable hoist. Having a portable hoist will allow crews to be more efficient and safer when performing vehicle maintenance and repairs. Currently crews must lay on the concrete floor of the garage to perform maintenance on the underside of vehicles. This will be made easier by having the vehicles lifted on a hoist, especially the larger plow trucks. Additionally, a hoist will allow Staff to perform more comprehensive visual inspections that could help identify potential maintenance issues before they happen. Overall, it's a cleaner, safer, and easier way to maintain and repair vehicles.
- Another reason Staff would like to purchase a hoist is to lower repair costs outside of the department. With the many vehicles and equipment purchases that have taken place in the past several years, the cost of repairs has been noticeably reduced. With that being said, Staff makes a concerted effort to perform maintenance and repairs whenever possible to keep the DPS equipment running well. While staff cannot perform all necessary maintenance, there are several things that can be handled in-house.
- Staff obtained two quotes for the hoist. One quote was from Equipment Distributors at a cost of \$58,785.16 and a second was from Allied Incorporated at \$47,199, which includes training. Staff would like to purchase the hoist from Allied Incorporated.

BUDGET INFORMATION

- City Council approved \$40,000 for the purchase of this hoist in the 2023/2024 budget. The quote we received is \$7,199 higher than that amount. Staff is proposing to use the funds from the DPW Office Building Improvements project that was canceled this year to fund the remaining money needed.

RECOMMENDATION

Approve the purchase of a portable hoist from Allied Incorporated in the amount of \$47,199.

Prepared by: Marcel Goch, DPS Director

Reviewed by: Elizabeth Gaines, Finance Director

- Within Budget, when using funds from canceled project
- Budget Amendment Necessary and In Proper Form
- Other _____

Reviewed &
Approved by: Gretchen Gomolka, City Manager



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

April 2, 2024

SUBJECT: CONSIDER APPROVAL TO PURCHASE A GORMAN-RUPP FACTORY-BUILT WATER BOOSTER STATION FROM DUBOIS-COOPER ASSOCIATES, INC. FOR PINE CREEK SUBDIVISION IN AN AMOUNT NOT TO EXCEED \$270,860.00

BACKGROUND

Last year, members of the Pine Creek Homeowners Association (PC-HOA) approached City Council expressing their renewed interest in addressing a water pressure issue they are experiencing in their neighborhood. Subsequently, City Staff engaged with PC-HOA members to explore installing a booster station in this area. As a result, at its January 9, 2024 meeting, City Council approved Tetra Tech Engineering Services to perform both design and construction engineering for a booster station installation project.

ADMINISTRATIVE SUMMARY

City Staff has coordinated with the local municipalities needed to continue with the project, along with the PC-HOA, to mitigate any obstacles that could hinder the project's progress. At this point, permits from the Livingston County Road Commission, Livingston County Building Department, and Hamburg Township have been obtained. Additionally, staff worked with the PC-HOA on choosing the station color and some landscaping suggestions.

Due to extremely long lead times on parts and manufacturing in the water and wastewater industries, it is important that we order this booster station as soon as possible. As we saw with the purchase of both the Nelson Street Booster Station and the Brighton Coves Lift Station, the lead times continue to get longer. Currently, if the order is placed today, the station is scheduled to be delivered in late November. Purchasing this booster station now, prior to soliciting bids for its installation, will help to secure its price and delivery when costs are continuing to rise in the industry.

Currently, the City operates six Gorman Rupp brand stations so our operators are very familiar with their operation and maintenance. Since the utilities department has several of these stations in service throughout our system, we are able to keep spare parts on hand that can be used to perform maintenance and repairs at numerous locations.

- References were checked and the responses were positive, including our neighbors at MHOG Water Authority.
- Gorman Rupp stations are less noisy, more dependable, and easier to work on than other alternatives.
- Staff is recommending that we purchase the station from Dubois-Cooper Associates, Inc. The City has a great working relationship with them and has been satisfied with their past performance. In addition, they are the sole source provider in Michigan for this type of station.

Vendor Name	Location	Price
Dubois-Cooper Associates, Inc.	Plymouth, MI	\$270,860
Covalen, Heartland Group	Indianapolis, IN	\$293,450
The Craun-Liebing Company	Westlake, OH	\$294,000

BUDGET INFORMATION

Funds for this project are not included in the current fiscal year's budget; however, after discussions with the City Manager and Finance Director, it was determined that remaining funds from 2021 bond initiative were available since most of the infrastructure projects originally planned for these funds have been completed and final costs have resulted in unused funds. We have estimated \$1,000,000 for the entire project, which includes the design and construction engineering along with the purchase and installation of the station. Staff will be returning to Council in the future after pricing for the installation of the station has been received.

RECOMMENDATION

Approval of the purchase of a Gorman-Rupp Factory Built Water Booster Station from Dubois-Cooper Associates, Inc. for Pine Creek Subdivision in an amount not to exceed \$270,860.

Prepared by: Josh Bradley, Water Plant Superintendent and Regulatory Compliance Superintendent

Reviewed by: Marcel Goch, Director of Public Services

Elizabeth Gaines, Finance Director

- Within Budget
- Budget Amendment Necessary and In Proper Form
- Other Using remaining bond funds, no amendment needed

Reviewed &

Approved by: Gretchen Gomolka, City Manager