



Brighton City Council Meeting

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

APRIL 8, 2025 – 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 11, 2025](#)

Correspondence

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

Discussion

9. [2025/2026 Budget & Fee Schedule Presentation](#)

New Business

10. [Consider approval of additional civic event applications for 2025](#)
11. [Consider approval of resolution #2025-09 to authorize and support the submission of a Community Funding Grant Congressman Barrett's Fiscal Year 2026 Community Project Funding grant request to Congressman Tom Barrett](#)

Closed Session

13. Consider entering into closed session to consider the purchase or lease of real property pursuant to the Michigan Open Meetings Act, 1976, § 15.268(1)(d) and to receive a written attorney-client privileged communication pursuant to the Michigan Open Meetings Act, 1976, § 15.268(1)(h)

Other Business

14. Call to the public
15. Adjournment



Brighton City Council Meeting

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MINUTES OF THE REGULAR MEETING OF THE BRIGHTON CITY COUNCIL HELD ON MARCH 11, 2025

1. Call to order

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

2. Pledge of Allegiance

Mayor Tobbe led those in attendance in the Pledge of Allegiance.

3. Roll call

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

Others Present: City Manager Gretchen Gomolka, City Clerk Tara Brown, DPS Director Marcel Goch, Community Development Manager Mike Caruso, Superintendent Josh Bradley, Superintendent Brad Shrader, Attorney Sarah Gabis, and Chief Brent Pirochta.

4. Consider approval of the agenda

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

5. Consider approval of consent agenda items

Motion by Councilmember Pettengill, seconded by Councilmember Schmenk to approve the consent agenda items as presented. **The motion carried by roll call vote, 7-0.**

Consent Agenda Items

- a. **Approval of minutes: regular meeting of February 25, 2025**
- b. **Approval of resolution #2025-08, Local Government Unit Approval for Social District License for Kim & Felisha Inc., D/B/A Sushi Zen located at 114 W. Grand River**

Correspondence

6. Call to the public

Mayor Tobbe opened the call to the public at 6:32 p.m. Hearing and seeing no comment, the call to the public was closed.

7. Staff updates

Chief Pirochta noted that the statewide tornado drill will take place on March 19, 2025, at 1:00 p.m. Notice will go out on city social media and alarms will sound, weather permitting.

Community Development Manager Caruso stated that Burlington and Ross retailers will be coming to the City of Brighton. Their location will be the Brighton Mall.

Director Goch stated the Pine Creek booster station will be connected to the water system by June/July provided that all inspections and testing are complete. A main water break near the Pound is being repaired.

City Manager Gomolka recently spoke at the Senior Men's Club, discussing Headlee and Proposal A, which are key to understanding property taxes. She was also interviewed on the Chamber of Commerce podcast, where she talked about civic events, the I-96 interchange reconstruction, AMP rentals, and more.

8. Updates from Councilmember liaisons to various boards and commissions

Councilmember Pettengill stated that the Brighton Arts and Culture Commission met on March 10, 2025. In celebration of Arbor Day, the city will plant a double crabapple tree at St. Paul's Pocket Park on April 25, 2025. The park's grand opening is scheduled for June 6, 2025, with more information and event details to be shared on the city's social media. The Children's Summer Series will kick off on June 18, 2025, at 10:00 a.m. and continue every Wednesday through the end of July. Last year, the series was a big hit as a free event for all. Additionally, the Imagination Station kickoff is set for May 17, 2025, with further details to be announced on the Imagination Station Facebook page.

9. Mayoral Proclamation: Eagle Scout Jesse Ruby

New Business

10. Consider approval of the purchase of two surveillance cameras for downtown trash enclosures from Essential Electric, LLC at a cost not to exceed \$11,438.27

Motion by Councilmember Albert, seconded by Councilmember Schmenk to approve the purchase of two surveillance cameras for downtown trash enclosures from Essential Electric, LLC at a cost not to exceed \$11,438.27. **The motion carried, 7-0.**

11. Consider approval of the installation of seven DTE lights on Williamsen and Flint Road at a cost of \$38,893.28 and all necessary budget amendments

Motion by Councilmember Pettengill, seconded by Councilmember Gardner to approve of the installation of seven DTE lights on Williamsen and Flint Road at a cost of \$38,893.28 and all necessary budget amendments. **The motion carried, 7-0.**

12. Consider approving Northern Pump and Well to perform an overhaul/rebuild and well maintenance on well pumps #4 and #5 at the Challis Water Plant in an amount not to exceed \$140,000

Motion by Councilmember Gipson, seconded by Councilmember Pettengill to approve Northern Pump and Well to perform an overhaul/rebuild and well maintenance on well pump #4 and #5 at the Challis Water Plant in an amount not to exceed \$140,000. **The motion carried, 7-0.**

13. Consider approval of Resolution #2025-07, To Approve the Contract with the Michigan Department of Transportation for the Shared Streets and Spaces Grant in an amount not to exceed \$200,000

Motion by Councilmember Gipson, seconded by Councilmember Schmenk to approve of Resolution #2025-07, to approve the contract with the Michigan Department of Transportation for the Shared Streets and Spaces Grant in an amount not to exceed \$200,000 and to authorize the City Manager to execute the same. **The motion carried by roll call vote, 7-0.**

Other Business

14. Call to the public

Mayor Tobbe opened the call to the public at 7:21 p.m. Hearing and seeing no comment, the call to the public was closed.

15. Adjournment

Motion by Councilmember Schmenk, seconded by Councilmember Gardner to adjourn the meeting at 7:21 p.m. **The motion carried, 7-0.**

Tara Brown, City Clerk



**CITY OF BRIGHTON
FEE SCHEDULE
FY 2025/26**

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**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES	FY 24/25 FEES IF CHANGED
CITY HALL - COMMON FEES			
Licenses and Permits			
Adult Entertainment Business			
	Operating application fee	\$300.00	
	Operating license fee	\$400.00	
	Artist Application Fee	\$25.00	
Auctions			
	Bond Required	\$2,000.00	
	Annual license to operate	\$25.00	
	*Per day private auction	\$5.00	
	*Per day public auction house	\$25.00	
<i>* This amount payable until a total of \$300.00 is reached; thereafter, daily fee of \$2.00 for the balance of the calendar year.</i>			
Carnivals			
	Application fee to operate	\$150.00	
	License to operate	\$300.00	
Collection Containers			
	Registration fee	\$50.00	
	Annual permit fee	\$100/container	
Liquor License Application Fee			
	Application for On-Premise Liquor License, new or transfer (Class C, Tavern, etc.)	\$500.00	
	Application for Off-Premise Liquor License, new or transfer (SDD, SDM, etc.)	\$300.00	
	Application to amend or change existing license (additional licensee/stock holder, etc.)	\$200.00	
	Application to add special permit to license (dance, entertainment, etc.)	\$100.00	
	Application for Farmer's Market Alcohol Permit	\$150.00	
<i>Application for combined licenses (i.e. - Class C/SDM) to be charged only on the On-Premise fee</i>			
Redevelopment Liquor License			
	Submittal Fee (Process up through City Council Action) - non-refundable	\$250.00	
	Processing Fee (Process after City Council Action) - non-refundable	\$750.00	
	24 hour Liquor License Fee	\$40.00	

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES	FY 24/25 FEES IF CHANGED
Licenses and Permits (continued)			
Mechanical or Electronic Amusement Devices			
	Application fee to operate	\$100.00	
	Annual license fee per machine	\$20.00	
Pawn Shop Fee		\$250.00	
Peddlers/Solicitors			
	Bond Required	\$1,000.00	
	Investigation fee	\$40.00/person	
	Annual permit fee	\$60.00	
Sandwich Board Permit Fee (DBD District)		\$50.00	
Sidewalk Café Permit with Alcohol Sales			
	Tri-annual application fee	\$200.00	
	Annual inspection fee	\$100.00	
Sidewalk Café Permit without Alcohol Sales			
	Tri-annual application fee	\$150.00	
	Annual inspection fee	\$50.00	
Sidewalk Occupancy Permit			
	Annual Fee (Retail Sales)	\$50.00	
	Annual Permit (Furnishings and Décor)	NO FEE	Was coded \$100 in error
Social District Permit		\$50.00	
Street Closure Fee		\$300.00	
Trailer - Permit to Park Fee		\$100.00	
Notary Fee			
	Resident	\$0.00	
	Non-Resident	\$0.00	

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES
Photocopy Fees - All Departments * **		
	Assessment Card	\$2.00/page
	Assessment Tax Roll	\$1.00/page
	Deed	\$1.00/page
	11 x 17	\$1.50/page
	Legal size	\$1.00/page
	Letter size	\$1.00/page
	Larger than 11 x 17	\$5.00/page

* Taxpayers/Utility customers who request a copy of their **current bills** will have the photocopy fee waived.

** Fees are the same whether documents are picked up, mailed, emailed, or faxed.

Public Documents *		
	Assessment Map	\$1.00/page
	City Annual Audit	\$10.00
	City Budget	\$15.00
	City Charter	\$5.00
	City Code	\$45.00
	Executive Plan	\$5.00
	Land Development Design Manual	\$25.00
	Master Plan	\$25.00
	Master Utility Plan	\$25.00
	Photo Reproduction Fee	\$1.00
	Planimetric Map	\$5.00
	Sign Ordinance w/map	\$25.00
	Utility System Map	\$5.00
	Voter History Paper/Labels	\$1.00/page
	Voter Registration Labels	\$80.00
	Voter Registration on Roll/Electronic Media	\$20.00
	Voter Registration Roll/Paper	\$55.00
	Zoning Map (11 x 17)	\$8.00
	Zoning Ordinance w/map	\$25.00

* Charges for public documents may be waived by the City Manager to promote educational, charitable or community welfare interests.

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES
City Clerk's Department (continued)		
Additional Fees		
	Monday - Friday - Burial after 2:00pm	add'l \$450
	Winter Surcharge (as determined by weather conditions)	add'l \$375
Disinterment		
Regular Graves		
	Monday-Friday	\$1,500.00
	Saturday	\$2,400.00
Children's Graves		
	Monday-Friday	\$1,200.00
	Saturday	\$1,500.00
Cremains		
	Monday-Friday	\$900.00
	Saturday	\$1,050.00
FOUNDATION AND INSTALLATION CHARGES		
<i>A two inch foundation border is required for all monuments, elevated markers, and bronze markers (except government).</i>		
<i>Example: A 36" x 12" marker or monument will need a 40' x 16' foundation. The cost would be \$153.</i>		
<i>Foundations are installed a minimum of 90 days after interment.</i>		
Foundation Sizes		
	24x12	\$123.00
	28x16	\$125.00
	36x16	\$150.00
	40x16	\$153.00
	42x16	\$156.00
	42x18	\$160.00
	48x22	\$173.00
	52x18	\$169.00
	58x18	\$177.00
	60x16	\$181.00
	66x18	\$183.00
	72x18	\$190.00
	80x20	\$198.00
	98x16	\$210.00

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES
Community Development - Building Department		
Document Fees		
See "Public Documents" for specific documents and fees related to the Building Department.		
Photocopy Fees		
See "Photocopy Fees - All Departments" for specific fees related to the Building Department.		
Addressing Fee		
For issuing each New Property Address in the City. Includes metes and bounds addresses as well as individual lots and parcels.		\$25.00
Admin Fee		\$50.00
Certificate of Occupancy (C of O) Fees		
Commercial/Industrial Certificate of Occupancy	10% of permit costs min. \$150.00 - max. \$1,000.00	
Residential Certificate of Occupancy		\$100.00 each
Temporary Certificate of Occupancy-Commercial/Industrial		\$200.00
Temporary Certificate of Occupancy-Residential		\$100.00
Commercial Building Permit Fee	Based on est. building cost + Admin Fee + Refundable Bond	
Commercial Plan Review Fee (1 hour minimum)	\$100.00/hour	
Commercial Parking Lot Paving Permit	\$300.00 for 100 spaces or less, plus additional \$50 per every 100 spaces, plus refundable bond	
Contractors Registration Fee		\$20.00/year
Construction Trailer Permit Fee	\$200 + Admin Fee + \$200 Refundable Bond	
Demolition Permit Fee		
Commercial/Industrial	\$1,000 + Admin Fee + Refundable Bond (see bond schedule below)	
Residential	\$600 + Admin Fee + Refundable Bond (see bond schedule below)	
Accessory Structure	\$400 + Admin Fee + Refundable Bond (see bond schedule below)	
House Moving Permit Fee	\$75.00+(\$5.00/\$1000.00 Est Cost) + Admin Fee + Refundable Bond	

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES
Community Development - Building Department (continued)		
Refundable Performance Bonds*		
	Construction cost up to \$1,000	\$100.00
	Construction cost more than \$1,000 up to \$5,000	\$200.00
	Construction cost more than \$5,000 up to \$15,000	\$300.00
	Construction cost more than \$15,000 up to \$20,000	\$400.00
	Construction cost more than \$20,000 up to \$100,000	\$1,500.00
	Construction more than \$100,000 - Residential	\$2,500.00
	Construction more than \$100,000 - Commercial	2.5% of construction cost
Residential Permit Fees		
	Admin Fee	\$50.00
	Inspection Fees	\$50.00/ per inspection
	Plan Review Fees - New Construction (minium 1 hour)	\$50/hour
	Plan Review Fees - Other Than New Construction (minimum 1 hour)	\$50/hour
	Refundable Performance Bond	See above
	Re-inspection Fee	\$50.00
	Deck - Fee per square footage	.25/Sq.Ft. (\$100 min. charge)
	Driveway, Patio, Porch, Sidewalk - Fee per square footage	.25/Sq.Ft. (\$100 min. charge)
	Garage, Home Additions, Interior Renovations - Fee per square footage	.40/Sq.Ft. (\$100 min. charge)
	Permit Extension Fee	\$50.00
	Re-occupancy Permit Fee	\$75.00
	Sign Review Fee	\$40.00
	Sign Permit Fee	\$60.00/sign face + \$30.00 each additional face + Admin Fee + Refundable Bond
	Temporary Sign Permit Fee	\$60.00
	Work Without a Permit	
	Commercial	\$400.00
	Residential	\$200.00

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES
Community Development - Planning and Zoning (continued)		
Site Plan Review		
	Adminstrative Review	\$400 + consulting fees
	Amendment to Approved Plan	\$675 + any consulting fees
	Commercial Property Change of Use Application	\$675 + possible consulting fees
	Commercial Property - Exterior Building Renovations Application	\$675 + possible consulting fees
	Conceptual Site Plan Review	\$300 + any consulting fees
	Site Plan Extension	\$500.00
	Site Plan Submittal*	\$3,800.00
	<i>* Includes written comments of review, one planning commission meeting and one city council meeting</i>	
Plat Review		
	Tentative approval of preliminary plat	\$5.00 per-lot \$300 minimum
	Final approval of preliminary plat	\$3.50 per lot-\$300 minimum
Final Plat Approval		
	Plat review	\$15.00 per lot-\$350 minimum
Site Condominium Review		
	Site visit	\$300.00
	Preliminary Plan Review	\$9.00 per unit-\$450 minimum
	Final Plan Review	\$5.00 per unit-\$300 minimum
Special Meetings		
	Planning Commission Meeting	\$700.00
	Zoning Board of Appeals Meeting	\$600.00
	Special Land Use Permit	1200.00 + possible consulting fees
Temporay Land Use		
	Temporary Sales/Event Activity	\$50.00
	Seasonal Sales/Event Activity	\$250.00
	Zoning Verification Request	\$150.00
	Zoning Board of Appeals - All Applications	\$725.00

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES	FY 24/25 FEES IF CHANGED
Finance Department - Administration, Treasury, Assessing			
Document Fees			
See "Public Documents" for specific documents and fees related to the Finance Department.			
Photocopy Fees			
See "Photocopy Fees - All Departments" for specific fees related to the Finance Department.			
	Returned Check Fee (NSF, etc.)	\$25.00	
	Chicken Permit (Annual Fee)	\$50.00	New
	Dog License *		
<i>* Dog License renewal is to take place the month of vaccination expiration. A \$20 Late fee applies to all renewals the month following vaccination expiration.</i>			
		<u>Per Dog</u>	
	1 year neutered	\$10.00	
	1 year neutered w/ late fee	\$30.00	
	1 year non-neutered	\$25.00	
	1 year non-neutered w/ late fee	\$45.00	
	3 year neutered	\$25.00	
	3 year neutered w/ late fee	\$45.00	
	3 year non-neutered	\$60.00	
	3 year non-neutered w/late fee	\$80.00	
	Replacement license	\$5.00	
	Service Dogs	Free	
	Duplicate Tax/Special Assessment/Utility Bill *	\$3.00/account	
<i>* Taxpayers/Utility customers who request a copy of their current bills will have the photocopy fees waived. Tax Escrow Agents who are registered with the City as a designated agent for the payment of taxes receive one free listing of requested parcels per tax season. \$3.00 fee per parcel applies for additional requests.</i>			
	Tax Search Fee - Per Property Per Tax Year	\$3.00	
	Property Splits/Merger - fee per parcel	\$250.00	
	Property Transfer Affidavit Form Late Filing Fee*	\$5.00/day up to \$200	
<i>*Daily fee starts after a 45 day grace period. Fees apply for each separate "Failure to File".</i>			

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES
Mayor / City Council		
Document Fees		
See "Public Documents" for specific documents and fees related to Mayor/City Council.		
Photocopy Fees		
See "Photocopy Fees - All Departments" for specific fees related to Mayor/City Council.		
Mayoral Marriage		
Resident		\$50.00
Non Resident		\$100.00
Rental of City Council Chambers		\$50.00/hour
Special Council Meeting		\$365.50
Police Department		
Background Check Fee per Fire Authority Request		\$10.00
Copy of Police Reports Authorized for Distribution		\$10.00
Court Ordered Preliminary Breathe Test		\$15.00
	1st Instance per year - \$0, when notify PD of correction of problem	
False Alarm Fines		\$50.00/each thereafter
Fingerprinting (2 cards only)		\$35.00
Impounded Vehicle Fee		\$50.00
Juvenile Offender Diversion Program Admin Fee		Max \$150 per Offense
Local Criminal History Record Check		\$25.00
Parking Permits		\$35.00/each
Reimbursement/Restitution Drunken Driving Arrests-Routine Case*		\$150.00
<i>* In cases where actual costs exceed \$150, such as accident or other unusual circumstance requiring numerous officers or other resources, amount will be calculated based on actual costs.</i>		
Sex Offender Registration		\$50.00
Special Duty, Regular Officer	Current billable hourly rate of Officers, as calculated annually, call for current rates	
Special Duty, Reserve Officer	Current billable hourly rate of Officers, as calculated annually, call for current rates	
Special Duty, Command Officer	Current billable hourly rate of Officers, as calculated annually, call for current rates	
Video/Audio Recording Duplication Fee per tape/disk		\$50.00

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

DEPARTMENT / SERVICE

FEE DESCRIPTION

FY 2025/26 FEES

Police Department (continued)

PARKING FINES:

Nature of Offense	Paid within 72 hours / Paid after 72 hours but within 30 days
Abandoned vehicle (plus towing and storage charges)	\$20/\$40
All night parking (between 3 am and 6 am)	\$5/\$10
Angle Parking violation	\$10/\$20
Between a sidewalk and curb	\$10/\$20
Bicycle parking violations	\$10/\$20
Bus, taxicab stand violations	\$10/\$20
Disabled vehicle, failure to move	\$20/\$40
Failure to set brakes	\$10/\$20
Headed against traffic or left wheels to edge of roadway	\$20/\$40
In alley	\$10/\$20
Keys in vehicle or motor running	\$20/\$40
Load zone violation	\$10/\$20
Non-metered area, not parked within space	\$10/\$20
Obstructing traffic	\$20/\$40
Overtime parking, exceeding posted limit	\$5/\$10
Parked on grade, wheels not turned to curb	\$10/\$20
Parking too far from curb	\$10/\$20
Parking for Prohibited Purpose:	
Working/repairing vehicle	\$10/\$20
Displaying advertising	\$10/\$20
Selling merchandise	\$10/\$20
Storage over 48 hours	\$10/\$20
Prohibited Zone:	
In prohibited zone	\$10/\$20
In tow away zone	\$10/\$20
In fire lane	\$10/\$20

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES
Police Department (continued)		
PARKING FINES (continued):		Paid within 72 hours / Paid after 72 hours but within 30 days
Nature of Offense		
Prohibiting Parking (Signs Unnecessary):		
On sidewalk		\$20/\$40
In front of drive		\$10/\$20
Within intersection		\$20/\$40
Within 15 feet of hydrant		\$10/\$20
On crosswalk		\$20/\$40
Within 20 feet of crosswalk or 15 feet of corner lot lines		\$10/\$20
Within 30 feet of street side traffic sign or signals		\$10/\$20
Within 50 feet of R x R crossing		\$10/\$20
Within 20 feet of fire station entrance		\$10/\$20
Double parking		\$10/\$20
On bridge or viaduct or within tunnel		\$20/\$40
Blocking emergency exit		\$10/\$20
Taxicab, parking other than cab stand		\$10/\$20
Unauthorized parking in handicap space		\$50/\$100

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES
Department of Public Works		
DPW Labor-Regular time		\$42/hour
DPW Labor-Saturdays		\$63/hour
DPW Labor-Sundays & Holidays		\$84/hour
Millpond Amphitheater Rental (4 hour block)		
Refundable Deposit		\$500.00
City Resident / Business		\$150.00
Non-City Resident / Business		\$300.00
Non-Profit Organizations		\$75.00
Sculpture Garden Rental		\$20/hour
Utility Right of Way Permits		
Residential*		\$50.00
Commercial*		\$125.00
Annual Blanket Utility Right of Way Work Permit**		\$3,000.00

* A performance bond may be required as detailed below

** Payable once a year and the fee may replace or be used for an unlimited number of permit fees in a given year for any work performed in the ROW. An annual right-of-way work permittee must submit a monthly application form to the city manager and public works director describing nature and location of all planned right-of-way work for the following month for approval prior to date work begins.

Performance Bond Amounts:	
Disruption, boring, removal, etc. asphalt or concrete street	\$1,500.00
Disruption or removal of curb	\$500.00
Disruption or removal of sidewalk	\$300.00
Disruption of greenbelt	TBD by DPS Director (\$100.00)

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES	FY 24/25 FEES IF CHANGED
Refuse Collection & Disposal			
Residential Refuse User Fee		\$21.50/month plus any recycling surcharges by Waste Management	\$20.67/month

The following are in reference to refuse and reflect the details of the rubbish hauling and disposal contract with Waste Management:

Weekly Refuse Volume Limitations

Weekly refuse volumes for all customers will be limited to what can fit in one trash cart and one recycle cart.

Three (3) 30 gallon plastic bags or one (1) curb cart.

Special Pickups

Residents are allowed to put out one (1) extra item on their regular collection date during the first full week of each month. Scheduling is not required. Households wishing to dispose of more than one item per service day will be required to schedule collection and is subject to fees, payable at the time of the request

Special pick-up items include Freon-free appliances, furniture and miscellaneous trash. Small items must be in containers or bundled as to be easily handled by the contractor.

Any one item must not exceed what 2 persons can safely and reasonably lift.

Total volume cannot exceed two (2) cubic yards. This is an area 3'x3'x6'. It is equivalent to approximately 3 washers/dryers, 2 couches, 20 bags of leaves or grass.

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES	FY 24/25 FEES IF CHANGED
Utilities (Water and Sewer)			
Utility User Fees (bi-monthly)			
Water			
(Commodity per 1,000 Gallons):			
City		\$7.20	\$7.06
Genoa Pine Creek, Hamburg Township		\$7.20	\$7.06
Genoa Dillon, Genoa Northstar 2		\$7.94	\$7.78
Genoa Northstar 1		\$8.30	\$8.13
Brighton Township		\$10.16	\$9.96
PILOT (Payment in Lieu of Taxes)		\$16.66	
Bulk Water - (8*Commodity Rate)*4 (4,000 gallon minimum)+ (2*Commodity Rate) for every 1,000 or fraction thereof used over 4,000.*	\$230.40 minimum + \$14.40 for each add't 1,000 gallons		
Hydrant Meter and RPZ Rental Deposit		\$3,000.00	New
1" Hydrant Meter and RPZ Rental Deposit		\$1,500.00	New
* Ex: (8*\$7.20)*4 = \$230.40 minimum charge + (2*\$7.20) for every 1,000 gallons used over 4,000			
Note: If a contractor is performing work for the City and requires bulk water for the contracted work, then the contractor will pay the (8*Commodity Rate) for the first 4,000 gallons only once, regardless of how many times bulk water is provided for the given project. Thereafter, the (2*Commodity Rate) for every 1,000 gallons or fraction thereof used over 4,000 will apply.			

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

DEPARTMENT / SERVICE	FEE DESCRIPTION	FY 2025/26 FEES	FY 24/25 FEES IF CHANGED
Utilities (Water and Sewer) (continued)			
Wastewater:			
(Commodity per 1,000 Gallons):			
City		\$8.73	\$8.31
Genoa, MDOT		\$8.73	\$8.31
Hamburg		\$7.86	\$7.49
Administrative (per meter size/service)			
City - Rates reflect Bi-monthly Billing		\$10.00	\$9.86
Genoa, Hamburg, MDOT - Rates reflect Quarterly Billing		\$14.99	\$14.79
Debt Service (per meter size/service)			
City - Rates reflect Bi-monthly Billing			
.75"		\$23.42	
1.00"		\$43.41	
1.50"		\$86.81	
2.00"		\$137.88	
3.00"		\$273.20	
4.00"		\$426.40	
6.00 "		\$852.80	
Genoa Pine Creek - Rates reflect Bi-monthly Billing			
.75"		\$9.29	
1.00"		\$17.53	
MDOT - Rates reflect Quarterly Billing			
1.00"		\$65.11	
Un-metered Charge - Includes Debt Service and Admin Fee in the rates			
Residential		\$119.99	\$115.12
Governmental		\$393.47	\$379.04
Commercial/Industrial		\$741.20	\$712.48
Penalties - 10% of <u>all</u> charges due on the 21st day after billing			

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

Utilities (Water and Sewer) (continued)

Utility Connection Fee Schedule

The following equivalent user factors will be used to assess connection fees. For purposes of this table, an equivalent user is defined as that quantity of water and wastewater discharged from an ordinary single-family dwelling. In computing charges for commercial, industrial or multiple residences, the number of units shall be determined from the following equivalent user factors. Where square footage is used in the calculation of equivalent users, it shall mean the entire square footage inside the building.

All City users (inside or outside the City) connecting to City owned or privately owned **Water** mains furnished water by the City of Brighton water supply system shall pay a connection fee based on the rate of **\$2,802 per unit.**

All City users (inside or outside the City) connecting to City owned or privately owned **Sewers** served by the City of Brighton sewage disposal system shall pay a connection fee based on the rate of **\$7,198 per unit.**

Usage	Units	Unit Factor
Auto Dealers (new and/or used)	1.00	per premise + \$0.15 per stall
Auto Repair/Collision - Body Shops	1.00	per shop + \$0.50 per 1,000 SF
Banks	0.25	per employee station
Barber Shops	1.00	per shop + \$0.10 per chair
Bars	2.00	per 1,000 SF
Beauty Shops	1.00	per shop + \$0.15 per booth
Bed and Breakfast Establishments	1.00	per building + \$0.20 per guest
Boarding Houses	1.00	per building + \$0.20 per bedroom
Boarding Schools	0.27	per bed
Bowling Alleys (w/out bar or lunch)	0.16	per alley
Bowling Alleys (bar and/or lunch)	0.60	per alley
Car Wash (production line no recycle)	10.00	per single production line
Car Wash (production line with recycle)	5.00	per single production line
Car Wash (self service)	1.25	per stall
Child Care Service	1.00	per premise + \$0.05 per person
Churches	0.25	per 1,000 SF (minimum 1.0 unit)

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

Utilities (Water and Sewer) (continued)

Utility Connection Fee Schedule (continued)

Usage	Units	Unit Factor
Cleaners (pick up only)	1.00	per shop
Cleaners (pressing facilities)	1.00	per shop plus 0.50 per press
Clinics	1.00	per premise plus \$0.50 per exam room
Convalescent Homes	1.00	per premise + \$0.50 per bedroom
Convents	1.00	per premise + \$0.20 per bedroom
Country Clubs and Athletic Clubs	1.50	per 1,000 SF
Doctor's Office	1.00	per premise + 0.5 per exam room
Drug Stores	0.25	per 1,000 SF (minimum 1.0 unit)
Factories (exclusive of industrial waste)	0.50	per 1,000 SF
Fire Stations	0.20	per stationed firefighter per 24 hours
Fire Stations (Volunteer)	1.00	per premise
Florist	1.10	per 1,000 SF
Fraternal Organizations (members only)	1.00	per hall
Fraternal Organizations (members)	2.00	per hall + bar, restaurant, etc.
Funeral Homes	1.50	per 1,000 SF + residence
Garden Center (Nursery)	1.10	per 1,000 SF
Government Offices	0.40	per 1,000 SF
Grocery Stores and Markets	1.10	per 1,000 SF
Hospitals	1.09	per bed
Hotels/Motels (private baths)	0.35	per bedroom
Industrial Buildings	0.50	per 1,000 SF
Landscaping Undeveloped Land	1.00	per 7,920 SF
Laundry	0.35	per washer
Library	0.5275	per 1,000 SF
Lumber Yard	0.05	per 2,000 SF
Mobile Homes	1.00	per pad

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

Utilities (Water and Sewer) (continued)

Utility Connection Fee Schedule (continued)

Usage	Units	Unit Factor
Multiple Family Residences		
One bedroom Unit (changing "apartment" to "unit")	0.50	per unit
Two bedroom Unit (changing "apartment" to "unit")	0.70	per unit
Three bedroom Unit (changing "apartment" to "unit")	1.00	per unit
Duplex	1.00	per dwelling unit
Office Building	0.40	per 1,000 SF
Pet Shops	1.10	per 1,000 SF
Pool Halls	0.10	per table
Post Office	1.00	per 1,000 SF
Printing Shops	0.50	per 1,000 SF
Public Institutions other than hospitals	0.75	per 1,000 SF
Research and Testing Laboratories	0.75	per 1,000 SF
Restaurants (dinner and/or drink)	3.50	per 1,000 SF
Restaurants (fast food)	7.00	per restaurant
Restaurants (meals w/service & dishes)	2.50	per 1,000 SF
Restaurants (take out)	1.50	per 1,000 SF
Retail Stores	0.30	per 2,000 SF
Rooming Houses (no meals)	0.25	per room
Schools (w/out showers or pools)	1.00	per classroom
Schools (w/showers and/or pool)	1.50	per classroom
Senior Citizen Apartments	0.34	per apartment
Service Stations	1.00	per premise + \$0.15 per nozzle
Service Stations w/auto repair	0.15	per stall
Service Stations w/mini-mart	0.50	1,000 SF building area
Skating Rinks	0.40	per 1,000 SF
Snack Bars (drive-in)	2.50	per 1,000 SF
Swimming Pools	3.00	per 1,000 SF
Single Family Residence	1.00	per residence

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

FY 24/25 FEES IF CHANGED

Utilities (Water and Sewer) (continued)

Utility Connection Fee Schedule (continued)

Usage	Units	Unit Factor
Single Family Residence w/home occupation	1.50	per residence
Sports Centers	1.00	per 1,000 SF
Stores (other than specifically listed)	0.25	per 1,000 SF
Tennis Clubs	0.15	per 1,000 SF
Tennis or Handball Indoor Club	0.50	per court
Theaters (drive-ins)	0.03	per car space
Theaters (inside w/air condition)	1.00	plus \$0.01 per seat
Tourist Courts (individual bath units)	0.27	per cubicle
Trailer Parks (central bath house)	0.40	per trailer
Trailer Park (individual bath)	1.00	per trailer
Veterinary Facility	2.00	per veterinarian
Veterinarian Facility with Kennel	1.50	per facility + \$0.5 per 5 kennels
Warehouses and Storage	0.10	per 1,000 SF

Where buildings size and number of employees are both known, the equivalent water factors shall be based on the highest projected flow factor. Classifications not specifically listed shall be assigned values as determined by the City, but no facility shall be assigned less than one unit. Where multiple businesses exist at one location (shopping centers, hotels with restaurant or bar facilities, etc.), the various businesses will be combined equivalents.

In cases of expansion or change of existing water/sewer uses, connection fees shall be levied in accordance with the current connection fee schedule based upon the difference in the current and expanded or changed use, but no facility shall be assigned less than one unit.

In cases where an application for water and/or sewer service has been made for property which is contiguous to an existing water and/or sewer special assessment district with water and/or sewer, service will be granted only after the following fees have been paid:

(a) an up-front lump-sum capital charge equivalent to the pro-rata of what would have been the property's assessment costs if the property were in the district, for the remaining term of the assessment. The capital charge will be placed in the debt service fund for future debt service payments on the special assessment. The properties in the SAD will have their remaining assessments reduced by their pro-rata share of the capital charge; and

(b) all connection fees.

Connection charges not listed, such as a 24-hour operation and other unusual conditions, shall be determined by the City Manager based on an estimated typical consumptions, which most nearly approximates a use listed above.

**CITY OF BRIGHTON FEE SCHEDULE
FY 25/26**

**FY 24/25 FEES IF
CHANGED**

WATER METER EQUIPMENT	3/4" or 5/8"	1"	1 1/2"	2"	3"	4"	3/4" or 5/8"	1"	1 1/2"	2"	3"	4"
	Water Meters**	\$220.00	\$300.00	\$1,300.00	\$1,600.00	\$2,000.00	\$3,500.00			\$1,200.00	\$1,500.00	
Horn	\$150.00	\$245.00	\$100.00	\$100.00	\$435.00	\$600.00						
MXU	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00						
TOTAL	\$670.00	\$845.00	\$1,700.00	\$2,000.00	\$2,735.00	\$4,400.00			\$1,600.00	\$1,900.00		

**Subject to changes in market pricing

Utility Tap Installation Charges:

Water and sewer taps shall be performed by the contractor, unless deemed necessary by the DPS Director.

Inspection

All utility taps and abandonments shall be inspected by City Staff \$100.00 per tap or conn.



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

April 8, 2025

SUBJECT: **CONSIDER APPROVAL OF FIVE CIVIC EVENT APPLICATIONS**

ADMINISTRATIVE SUMMARY

The City received five additional civic event applications for 2025. They are:

- Free Outdoor Summer Band Concerts – Livingston County Concert Band
- Ruck to Live - Veterans Connected
- October Glow - LACASA
- Crop Hunger Walk - Church World Services
- Holiday Glow – Greater Brighton Area Chamber of Commerce

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

Please see the attached list of events. The highlighted events are the new applications for consideration of approval. The others were approved by City Council in January. The list includes event name, days and dates, applicant, and if a road closure or City assistance is needed.

The Committee does not have concerns for any event.

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.

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 &

Approved by: Gretchen Gomolka, City Manager

Attachments: 2025 Civic Event Detail List - Updated

2025 Events

Event Title	Date(s)	Applicant	Street Closure Requested	City Assistance Required
Farmers Market	Saturdays, May 3 through October 25; 8am-1pm	Aimee Zak / Greater Brighton Area Chamber of Commerce	N	N
Cinco de Mayo	Monday, May 5; 11am-9pm	Steve Pilon / El Arbol	Y	Y
Memorial Day Parade	Monday, May 26; 10am-12pm	Steve Conaway / American Legion Post 235	Y	Y
Swing at the AMP!	Mondays, May 26 through September 1; 7pm-10pm	Gabrielle Bannon / The Dance Project	N	N
Free Outdoor Summer Band Concerts	Tuesdays, June 3 and June 10; 6pm-9pm	Livingston County Concert Band / Laura Hogan	N	N
Free Fishing Derby for Kids	Saturday, June 7; 5am-1pm	Mike Bonk / Brighton Optimist Club	N	N
Turn Up the AMP!	Wednesdays, June 11, July 9, August 13 & September 10; 5:30pm-9pm	Cal Stone / 2 Stones Events	N	Y
Happy Dad Promotional Party	Saturday, June 14; 2pm-10pm	Nick Hegle / The Pound Bar & Grill	Y	Y
Brighton's County Boots & Beats	Saturday, June 21; 2pm-11pm	Monee Phipps / Greater Brighton Area Chamber of Commerce	Y	Y
Annual Hungry Duck Run	Friday, July 4; 6am to 9:30am	Ken Larscheid / Livingston Sunrise Rotaray	Y	Y
July 4th Parade	Friday, July 4; 10:00am-12Noon	Michael O'Brian / Brighton Area Fire Authority	Y	Y
Kiwanis Terrific Tuesdays	Tuesdays, July 8 through August 19; 10:30am-11:30am	Dennis Dimoff / Kiwanis Club of Brighton	N	N
A Taste of Brighton	Friday, July 11; 12pm-11pm & Saturday, July 12; 10am-11pm	Ken Larscheid / Believe in Brighton	Y	Y
Main Street Mile & Farmers Market	Saturday, July 19; 6am-1pm	Ken Larscheid / The Running Lab	Y	Y
Brighton Street Art Fair	Friday, August 22, 5pm-8pm; Saturday, August 23, 10am-8pm; Sunday August 24, 10am-4pm	Karen Delhey / The Guild of Artists & Artisans	Y	Y
Brighton's Rock N Blues Festival	Friday, September 5, 12pm-11pm & September 6, 12pm-11pm	Monee Phipps / Greater Brighton Area Chamber of Commerce	Y	Y
Destination Stars Hollow	Friday, September 19; 5pm-9pm; Saturday, September 20; 9:30am-9pm; Sunday, September 21; 9:30am-6pm	Laura Boote & Kathleen London / Destination Stars Hollow, LLC	Y	Y
Ruck to Live	Saturday, September 27; 6am-1:30pm	Barb Smith & Andy Usborne / Veterans Connected	Y	Y
October Glow	Wednesday, October 1; 7pm-8pm	Sara Lewis / LACASA	N	N
BHS Homecoming Parade	Friday, October 17; 6pm-7pm	Matt Evans / Brighton High School	Y	Y
Crop Hunger Walk	Sunday, October 19; 2pm-4:30pm	Mary Kushner/Church World Service	N	N

Veterans Day Parade	Saturday, November 8; 11am-12:30 pm	Steve Conaway / American Legion Post 235	Y	Y
Holiday Glow	Saturday, November 22; 1pm-7pm	Monee Phipps / Greater Brighton Area Chamber of Commerce	Y	Y
Brighton Ladies Night	Thursday, December 4; 5pm-10pm	Michelle Roy / Believe in Brighton	N	Y

Updated 3/17/25



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

APRIL 8, 2025

SUBJECT: CONSIDER APPROVAL OF RESOLUTION #2025-09 TO AUTHORIZE AND SUPPORT THE SUBMISSION OF A COMMUNITY PROJECT FUNDING GRANT REQUEST TO CONGRESSMAN TOM BARRETT.

BACKGROUND

- Congressman Tom Barrett has just announced the opening of the application process for Community project funding. The application deadline is April 18th and it requires the attached resolution to be passed by City Council.
- Last year, Congresswoman Elissa Slotkin selected the City of Brighton's project for new generators at the Wastewater Treatment facility as one of 15 projects she submitted to congress for approval. Unfortunately, we found out that the recent Continuing Resolution passed by Congress did not include funding for any of the Community Project Funding grants that were submitted by members of congress last year. We will be applying to Congressman Barrett's office for this same project.

RECOMMENDATION

Approve Resolution #2025-09 to authorize and support the submission to Congressman Tom Barrett for a federal funding request under the fiscal year 2026 Community Project Funding for the Wastewater Treatment Plant generator replacement.

Prepared by: Gretchen Gomolka, City Manager

Attachments: Resolution No. 2025-09

**RESOLUTION OF AUTHORIZATION AND SUPPORT FOR THE SUBMISSION TO CONGRESSMAN BARRETT
FOR A FEDERAL FUNDING REQUEST UNDER THE FISCAL YEAR 2026 COMMUNITY PROJECT FUNDING
FOR THE WASTEWATER TREATMENT PLANT GENERATOR REPLACEMENT
CITY OF BRIGHTON MICHIGAN
COUNTY OF LIVINGSTON, STATE OF MICHIGAN**

WHEREAS, The City of Brighton supports the submission of an application titled, “**Wastewater Treatment Plant Generator Replacement**” to Congressman Barrett’s Fiscal Year 2026 Community Project Funding for the replacement of critical generators at the Wastewater Treatment Plant and 3rd Street Pump Station.

WHEREAS the Wastewater Treatment Plant engineering evaluation that began in July 2022 has been completed and the final report has been issued to support the need in the City of Brighton’s Capital Improvement Plan; and,

WHEREAS, the City of Brighton’s wastewater treatment plant provides services to the city, MDOT, and two neighboring townships; and,

WHEREAS, the City of Brighton’s wastewater treatment plant, built and placed into service in 1988 and expanded in 2002, has become outdated, requiring significant annual repairs and maintenance in order to avoid catastrophic failure; and,

WHEREAS, if the grant is awarded, the City of Brighton commits its local match from the City of Brighton Utilities Fund; and,

WHEREAS, the City has determined that public health, safety, and welfare will be best served by authorizing said application and committing said matching funds as described.

WHEREAS, the renovated facility will have a significant impact on the Brighton community by creating long-term efficiencies in operational costs that will serve the users of the system more effectively for years to come, while creating a model for resilience and partnership with other communities.

NOW THEREFORE, BE IT RESOLVED that the City of Brighton hereby authorizes and supports the submission to Congressman Barrett’s Fiscal Year 2026 Community Project Funding for the **Wastewater Treatment Plant Generator Replacement**, and further resolves to make available the local match through the City of Brighton Utilities fund,

AYES:

NAYES:

ABSENT:

Resolution #2025-09

I HEREBY CERTIFY that the foregoing is a Resolution duly made and passed by the City of Brighton City Council at their regular meeting held on April 8, 2025, at 6:30 p.m. in Brighton, MI with a quorum present.

Dated: April 8, 2028