

CITY OF BRIGHTON  
CITY COUNCIL MEETING  
CITY HALL  
August 1, 2013

Regular Blue Sky: 7:00 p.m.: Review of Agenda Items for this evening's meeting

**REGULAR SESSION - 7:30 P.M.**

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. Consider approval of the Agenda
5. Approval of [minutes: Regular Meeting & Closed Session of July 18, 2013](#)
6. Mayor's Reading of Citizen Inquiries received since the last City Council Meeting
7. Call to the Public

**Consent Agenda**

8. Consider approval of a [site plan approval extension for the Veterans Memorial Improvement](#) as recommended by Planning Commission

**Policy Development & Customer Communications' action item**

9. Conduct [public hearing to review completed projects funded with MEDC grants MSC 209195-CDI and MSC-211004-CDF prior to final close out](#) and as presented in the approved applications,
  - 9a. After the close of the public hearing, consider a motion to approve the submittal of formal grant closeout documentation to MSHDA for grants MSC 209195-CDI and MSC-211004-CDF
10. Consider approval of language drafted by the City Attorneys as requested by the City Council for a possible Headlee Millage Lid Override Ballot proposal for the November, 2013 election

**Other Business**

11. Information for City Customers
12. Receive updates from Council Member Liaisons to other Boards and Commissions
13. Call to the Public
14. Consider closed session as may be requested by the City Attorney
15. Adjournment

**MINUTES OF THE MEETING OF THE CITY COUNCIL OF BRIGHTON**  
**HELD ON JULY 18, 2013 AT THE BRIGHTON CITY HALL**  
**200 N. 1ST STREET, BRIGHTON, MICHIGAN**

**BLUE SKY SESSION**

The Council conducted a Blue Sky Session at 7:00 p.m. Present were Mayor Muzzin, Councilmembers Bohn, Schillinger, Bandkau, Roblee and Pipoly. The Council reviewed the evening's agenda.

**REGULAR SESSION**

Mayor Muzzin called the regular meeting to order at 7:35 p.m. Following the Pledge of Allegiance, the roll was called, there being present were Mayor Muzzin, Councilmembers Bandkau, Pipoly, Schillinger, Roblee and Bohn. Also in attendance were Attorneys Paul Burns, Staff members Dana Foster, Matt Schindewolf, Denise Meier, Diana Lowe, Jennifer Burke, Amy Cyphert, Lauri French, Colleen Barton and Tom Wightman and an audience of 18. Press and Media included Jim Totten of Livingston County Press & Argus and Tom Tolen of WHMI.

It was moved by Councilmember Bandkau, seconded by Cooper to excuse Councilmember Schillinger from the evening's meeting. Motion passed 6-0-1.

**AGENDA APPROVAL**

It was moved by Mayor Pro-Tem Cooper, seconded by Roblee to approve the agenda as amended. Move item #21, Ballot Proposal after item #25, Pavement Maintenance. Change item #29 to a MTT Closed Session. Add item #29a, Closed Session Action. Move from the Consent Agenda item #8, Incline Pump Rebuild to Action Agenda. Motion passed 6-0-1.

**MINUTES APPROVAL**

It was moved by Councilmember Bandkau, seconded by Roblee to approve the Regular Meeting minutes of June 20, 2013 as corrected. Page 4, City Customer Information, fourth paragraph, should read \$1,000, not \$1,200. Motion passed 5-0-1-1, with Councilmember Cooper abstaining.

It was moved by Councilmember Roblee, seconded by Bohn to approve the Closed Session minutes of June 20, 2013 as presented. Motion passed 5-0-1-1, with Councilmember Cooper abstaining.

**CITIZEN INQUIRIES**

None.

**CALL TO THE PUBLIC**

Mayor Muzzin opened the Call to the Public at 7:40 p.m. Hearing no comment the Call to the Public was closed.

**CONSENT AGENDA**

It was moved by Mayor Pro-Tem Cooper, seconded by Roblee to approve the Consent Agenda as presented. A roll call vote was taken. Yes: Bohn, Muzzin, Schillinger, Bandkau, Roblee, Pipoly. No: none. Motion passed 6-0-1.

The following items were approved:

1. Appointed Ashley Israel to fill a vacancy on the DDA Board.
2. Reappointed Mondy Miller, Mark Binkley, Bob Herbst and Pam McConeghy to the DDA Board
3. Reappointed Matt Smith to the Planning Commission.
4. Approved to set the date of August 1st for a public hearing for close-out report on MEDC grant project.
5. Accepted the donation of a sculpture from the Fisher family to be located on the round pedestal on St. Paul Street sidewalk.
6. Accepted the donation of a sculpture from the Barton family by artist Mike Monroe called "Blue Heron" to be located at the former location of Mr. Monroe's "It's A Keeper" sculpture.
7. Approved Resolution 13-14, Redevelopment liquor license application for the Mi Zarape IV Corporation at 101 Brookside Lane.
8. Approved Resolution 13-15, Redevelopment liquor license application for the Kathleen's Cookies LLC at 139 E. Grand River and that the original liquor license has been returned to the State of Michigan.
9. Approved a conditional site plan amendment for St. Paul Episcopal Church at 200 W. St. Paul as depicted on the plans prepared by PEA Professional Engineering Associates, sheets P-0-5, L-1, project #2012-0136, last dated 6-6-13 and plans prepared by Collaborative Architects, Landscape Architects, Interior Designers and Planners, sheets A1.00, A1.01, A3.01, and A3.02, project #106180, last dated 6-07-13 & 5-16-13. The approval is subject to the following conditions:
  1. That a right of way permit be obtained from the Department of Public Services Director for the use of public property during construction.
  2. That all signage comply with applicable Ordinances or variances obtained.
  3. A cut sheet for the building lighting is submitted with the building permit application for review and approval by the Community Development Department.
  4. That City Council approve any potential snow or water shed from the pitched roof onto the adjacent City-owned cemetery property.
  5. Fire protection lead determination will be handled during the construction plan review process.

10. Approved a conditional site plan for the 225 Building at 225 W. Grand River Building, #13-005 as depicted on plans prepared by Desine, Inc., job no. 9121991, sheets EX, SP, GR, UT, WS, SE, LA, DT1, DT2, last dated 7-2-13 and plans prepared by Pucci & Vollmar Architects, PC, project no. 1323, sheets A1 and A2, last dated 7-2-13 subject to the following:
  1. That all signage comply with applicable ordinances or variances are obtained.
  2. That the applicant must address any outstanding Fire Code requirements with the Fire Department during the construction review.
  3. That right of way permits are obtained from the Department of Public Services for work within the right of way.
  4. That any damages done to the existing sidewalks or public parking lot be repaired.
  5. That the requirements of the July 11, 2013 Tetra Tech letter be met.
  
11. Approved a conditional site plan for the East Main Salon and Spa at 114 E. Main Street, #13-006 as depicted on plans prepared by Pucci and Vollmar Architects, project #1315, sheets AS1, A1, A2, last dated 7-3-2013 subject to the following:
  1. That a landscape plan be submitted with the building permit that includes the type, location, sizes, and number of plants.
  2. That all signage comply with applicable ordinances or variances obtained.
  3. That right of way permits are obtained from the Department of Public Services for work within the right of way.
  4. That any damages done to the existing sidewalk be repaired to current condition.
  5. That the requirements listed in the BAFA letter dated 7/10/2013 are addressed during the building permit review.
  
12. Approved Resolution 13-16, amending the SELCRA Articles of Incorporation.

### **INCLINE PUMP REBUILD**

City Manager, Dana Foster stated that the only available vendor in this area that is able to repair the incline pump at the City's Wastewater Treatment Utility Plant is Kennedy Industries.

It was moved by Councilmember Pipoly, seconded by Bandkau that the City Council finds there is only one qualified vendor, Kennedy Industries, for the services of removal, transporting of, reinstallation of, and repair of the incline pump at the City's Wastewater Treatment Utility Plant for the amount of \$77,600. Motion passed 6-0-1.

### **TEMPORARY LAND USE PUBLIC HEARING FOR FRESH PRODUCE**

Mayor Muzzin opened the Public Hearing for the proposed fresh produce stand at Ciao Amici's restaurant at 7:55 p.m. Hearing no comment, the Public Hearing was closed.

It was moved by Mayor Pro-Tem Cooper, seconded by Roblee to approve the Temporary Land Use for fresh produce sales at Ciao Amici's. Motion passed 6-0-1.

### **TEMPORARY LAND USE ORDINANCE AMENDMENT SECOND READING**

Mayor Muzzin opened the Public Hearing for the proposed ordinance to amendments to Chapter 98, Article I. In General, Section 98-3. Definitions, Chapter 98, Article XXIV. Boards of Appeal, Section 98-687. Jurisdiction, and Chapter 98, Article XXV. Temporary Land Uses, Section 98-700. Temporary land uses at 7:57 p.m. Hearing no comment, the Public Hearing was closed.

It was moved by Mayor Pro-Tem Cooper seconded by Roblee to approve Second Reading of the ordinance amendments to Chapter 98, Article I. In General, Section 98-3. Definitions, Chapter 98, Article XXIV. Boards of Appeal, Section 98-687. Jurisdiction, and Chapter 98, Article XXV. Temporary Land Uses, Section 98-700. Temporary land uses, noting that the appeal process goes through the court system instead of City Council. A roll call vote was taken. Yes: Cooper, Roblee, Pipoly. No: Bandkau, Bohn, Muzzin. Absent: Schillinger. Motion failed 3-3-1.

It was moved by Councilmember Pipoly, seconded by Bohn to remand the Temporary Land Use Ordinance back to the Planning Commission to reconsider and modify the Ordinance amendments as suggested by Planning and Zoning Director, Amy Cyphert, such that the jurisdiction for Temporary Land Use approvals remains with the City Council. Motion passed 6-0-1.

### **SUPERIOR SANITATION**

City Manager, Dana Foster briefed the Council on the non-compliance with existing court orders regarding restrictions on storage and specific uses at the Superior Sanitation property, stating there have been recent improvements to the property.

It was the consensus of Council to have the property regularly inspected by our Code Enforcement Officer and have those inspections documented.

### **PAVEMENT MAINTENANCE**

It was moved by Councilmember Roblee, seconded by Cooper to award the Pavement Maintenance 2013 RFP to Asphalt Specialists, Inc. not to exceed \$41,000 for mill and overlay the Cedar Street Parking Lot (Formerly known as the Creamery Lot), crack sealing on West Grand River, from Main Street west to I-96 and on East Grand River from Main to O'Doherty. Motion passed.

### **POSSIBLE HEADLEE MILLAGE LID OVERRIDE BALLOT PROPOSAL**

City Manager, Dana Foster presented language drafted by the City Attorney for a possible Headlee Millage Lid Override Ballot proposal for the November, 2013 election.

It was moved by Councilmember Roblee, seconded by Cooper to release the written Attorney/Client privilege on the Headlee Millage Lid Override Ballot proposal communication. Motion passed 6-0-1.

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It was moved by Councilmember Bandkau, seconded by Pipoly to have Councilmember Bohn and Muzzin serve as a subcommittee to meet with the City Manager and City Attorney for Headlee Millage Lid Override Ballot proposal wording for Infrastructure Improvements (1 to 1 ¼ mill), Public Safety (½ mill), refuse fee elimination and community beautification (¼ to ½ mill) to come back to the August 1<sup>st</sup> City Council meeting. Motion passed.

### **CITY CUSTOMER INFORMATION**

City Manager, Dana Foster updated the Council on the 3<sup>rd</sup> Street Sanitary Sewer repair. He stated slip lining will be used in the City for future sewer repair.

Department of Public Services Director, Matt Schindewolf stated the 3<sup>rd</sup> Street Sanitary Sewer repair has been quite complicated.

City Manager, Dana Foster stated he has followed up with Green Oak Township Supervisor, Mark St. Charles regarding Intergovernmental utility services. He suggested Mayor Pro-Tem Cooper attend any future negotiation regarding this matter.

Mayor Pro-Tem Cooper gave a SELCRA update and stated SEMCOG is looking for input on bike and walking trails in the State of Michigan.

Councilmember Bandkau stated 140 brick pavers have been sold for the Veteran's Memorial.

Councilmember Roblee stated the Millpond Masterplan Subcommittee met with the Architect regarding the conceptual plan. This Saturday is an Imagination Station workday moving fiber chips. 25 artists will be downtown this weekend painting images of the downtown. The DIA is offering free entrance for residents with the zip code of 48116.

Councilmember Bohn stated it has been several years since the City Manager has received a pay raise and this should be a future agenda item.

Mayor Muzzin stated the City Manager has a contract that expires on August 1, 2013. He stated a subcommittee of himself, Councilmember Pipoly, City Attorney and Dennis Gabrian will meet with Manager Foster to discuss a new contract.

Mayor gave a Brighton Area Fire Authority update. The DDA is working on a lease with CSX Railroad regarding parking on the roundabout side of the tracks on Main Street. The Detroit Institute of Arts walking tour went well. The City of Brighton had 23 winners in the top 5 categories in the Detroit A List contest. The Taste of Brighton and Gazebo Concert went well. He read a letter from Al Wirth requesting he not to be reappointed to the DDA. He thanked him for serving on the DDA. There is an opening for a resident to serve on the DDA.

### **CALL TO THE PUBLIC**

Mayor Muzzin gave a Call to the Public at 9:40 p.m. Hearing no comment, the Call to the Public was closed.

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**MICHIGAN TAX TRIBUNAL CLOSED SESSION**

It was moved by Councilmember Pipoly, seconded by Bandkau to go into Closed Session to discuss Michigan Tax Tribunal pending litigation pursuant to MCL 15.268(e). A roll call vote was taken. Yes: Bohn, Cooper, Muzzin, Bandkau, Roblee, Pipoly. No: none. Absent: Schillinger. Motion passed 6-0-1.

The Council convened into Closed Session at 9:41 p.m.

The Council reconvened the Regular Session at 9:44 p.m.

**PENDING MTT LITIGATION CLOSED SESSION ACTION**

It was moved by Councilmember Pipoly, seconded by Bandkau to authorize the proposed settlement for Precision Properties LLC Michigan Tax Tribunal litigation for 2011 and 2013. Motion passed 6-0-1.

**ADJOURNMENT**

It was moved by Councilmember Roblee, seconded by Bohn to adjourn the meeting at 9:45 p.m. Motion passed 6-0-1.

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Diana Lowe, City Clerk

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Jim Muzzin, Mayor

**POLICY REPORT: SITE PLAN EXTENSION – VETERANS MEMORIAL  
#12-007**

**AUGUST 1, 2013**

Prepared by:

Amy Cyphert  
Planning & Zoning Director

Reviewed by:

Dana Foster  
City Manager

**ISSUE:**

To consider granting a one year site plan extension for Veterans Memorial project as recommended by the Planning Commission.

**STAFF RECOMMENDATION:**

Staff concurs with the Planning Commission's recommendation.

**BACKGROUND:**

At its meeting of July 15, 2013, the Planning Commission reviewed and discussed a site plan extension for Veterans Memorial project. The memorial is being funded through monetary and in-kind donations. The Veterans Memorial Subcommittee is getting closer to reaching the amount needed for the construction of the memorial. They hope to have the memorial dedicated prior to Veteran's Day (November 11, 2013).

The Planning Commission recommended site plan approval with the following conditions:

1. That irrigation is provided for the new planting beds.
2. That right of way permits be obtained from the Department of Public Services, if applicable.
3. That any damages done to the existing public sidewalk be repaired to current condition.
4. That an engineering review be conducted during the building permit process, if applicable.

**For a more detailed review of the site plans, please refer to the attached Planning Report and DRAFT meeting minutes.**

**BUDGET IMPACT: N/A**

**RELATIONSHIP TO 2012/2013 GOALS: N/A**

**COUNCIL ACTION:**



Motion by \_\_\_\_\_ to recommend site plan extension for the Veterans Memorial, last dated 4-3-2012, as drawn by Lindhout Associates, job #1229, subject to the following conditions:

1. That irrigation is provided for the new planting beds.
2. That right of way permits are obtained from the Department of Public Services, if applicable.
3. That any damages done to the existing public sidewalk be repaired to current condition.
4. That an engineering review be conducted during the building permit process, if applicable.

and seconded by \_\_\_\_\_.

**Attachments:**

1. Planning Commission Report
2. DRAFT Planning Commission Meeting Minutes
3. Site Plan

**CITY OF BRIGHTON  
PLANNING COMMISSION  
PLANNING REPORT**

**TO:** Planning Commission Members

**FROM:** Amy Cyphert, Planning & Zoning Director

**DATE:** July 15, 2013

**RE:** Site Plan Extension – Veterans Memorial #13-007

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**BACKGROUND**

As the Planning Commission may recall, a site plan was reviewed and approved in April of 2012 for the Veterans Memorial in downtown Brighton behind the CoBACH building.

The memorial is being funded through monetary and in-kind donations. The Veterans Memorial Subcommittee is getting closer to reaching the amount needed for the construction of the memorial. They hope to have the memorial dedicated prior to Veteran's Day (November 11, 2013).

**DISCUSSION**

- Due to this being a permanent memorial display, it was handled in the same fashion as the public art in the Sculpture Exhibit and the September 11<sup>th</sup> Memorial which received Planning Commission and City Council approval.
- The Memorial includes moving the existing rock memorial in front of the Mill Pond and its incorporation into this new memorial.
- The memorial proposes the following building materials: concrete, concrete brick pavers, concrete retaining wall, aluminum fence, and flag poles.
- The memorial also includes the relocation of the existing sidewalk/stairs from the Mill Pond to St. Paul Street.

**STAFF RECOMMENDATION**

Staff has no objections to the issuance of a one-year extension. The site plan was previously reviewed and approved by Planning Commission.

**COMMISSION ACTION**

Review the contents of this report, and consider the requested site plan extension.

Motion by \_\_\_\_\_ to recommend site plan extension for the Veterans Memorial, last dated 4-3-2012, as drawn by Lindhout Associates, job #1229, subject to the following conditions:

1. That irrigation is provided for the new planting beds.
2. That right of way permits are obtained from the Department of Public Services, if applicable.
3. That any damages done to the existing public sidewalk be repaired to current condition.
4. That an engineering review be conducted during the building permit process, if applicable.

**Attachments:**

1. PC Minutes April 2012
2. Site Plan

8. Site Plan – East Main Street Salon and Spa at 114 E. Main Street #13-006

Ms. Cyphert introduced the owners of 114 E. Main, James and Nancy Matthews, and briefly described the proposed renovations to the building to allow for a hair salon and spa. The renovations will include changes to the interior and exterior of the building, construction of a porch on the north side of the building and a barrier free ramp on the east side of the building. James Matthews, owner of 114 E. Main Street, advised that the major renovation is to provide the handicap access ramp. The business will be a hair salon with nails done on the second floor. He has no issues with any of the conditions for granting site plan approval.

**Motion** by Mr. McLane, supported by Mr. Petrak, to recommend conditional site plan approval for East Main Salon and Spa at 114 E. Main Street #13-006 as depicted on plans prepared by Pucci and Vollmar Architects, project #1315, sheets AS1, A1, A2, last dated 7-3-2013 subject to the following:

1. That a landscape plan be submitted with the building permit that includes the type, location, sizes, and number of plants
2. That all signage comply with applicable ordinances or variances obtained.
3. That right of way permits are obtained from the Department of Public Services for work within the right of way.
4. That any damages done to the existing sidewalk be repaired to current condition.
5. That the requirements listed in the BAFA letter dated 7/10/2013 are addressed during the building permit review.

**The motion carried 6-0-3.**

9. Site Plan Extension – Veteran’s Memorial #13-007

Ms. Cyphert noted that Ricci Bandkau from the Veterans Memorial Committee is in the audience. Ms. Bandkau gave an update on the project. They have raised \$44,000 to date and need \$6,000 to reach their goal. A lot of material is being donated in-kind. Bids are being checked by contractors who are double checking with their sub-contractors. They are planning a dedicated on Sunday, November 10, either on-site or at the Brighton Center for the Performing Arts if the weather doesn’t cooperate. She noted they plan to break ground in about six weeks. The request before Planning Commission tonight is for extension of the site plan and there have been no changes to the original plan.

**Motion** by Mr. Wirth, supported by Mr. Pawlowski, to recommend site plan extension for the Veterans Memorial, last dated 4-3-2012, as drawn by Lindhout Associates, job #1229, subject to the following conditions:

1. That irrigation is provided for the new planting beds.
2. That right of way permits are obtained from the Department of Public Services, if applicable.
3. That any damages done to the existing public sidewalk be repaired to current condition.
4. That an engineering review be conducted during the building permit process, if applicable.

**The motion carried 6-0-3.**

**Other Business**

10 **Staff Updates** – None.

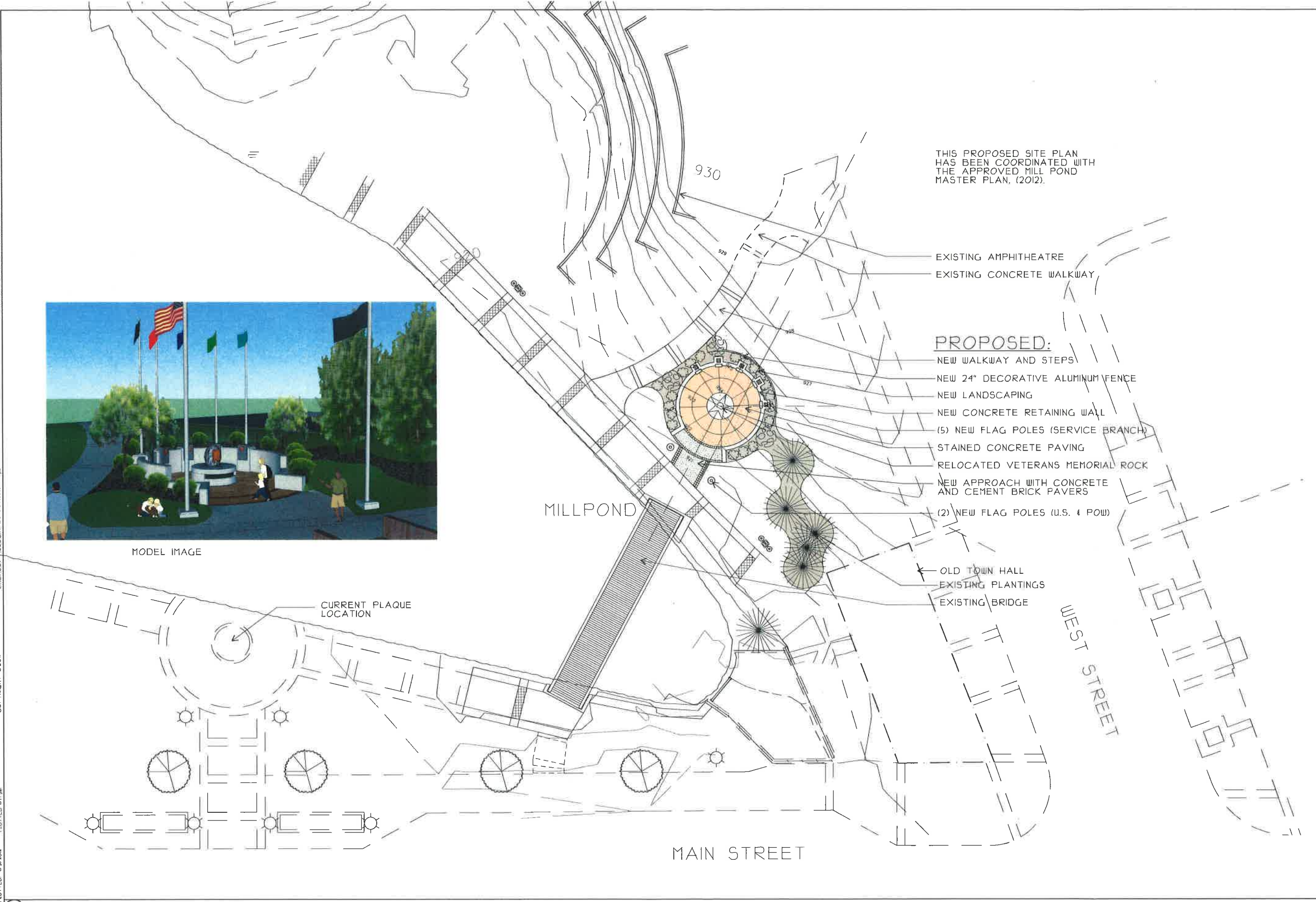
10. **Commissioner Concerns** – Mr. Wells asked what work is being done on Third Street. Gary Markstrom from Tetra Tech responded that a sewer line collapsed. DPS is extending the excavation north. They are concerned about endangering a water main along Third Street if the soil collapses. Due to the rain, DPS will be doing bypass pumping tonight and resuming construction in the morning.

Mr. Monet inquired about the Buon Gusto mirrored glass issue. His concern is that the owner is the

FILE LOCATION: H:\\_000\Veterans\Mill Pond\Site Plan.dwg  
 DATE PLOTTED: 4/3/2022  
 PLOTTED BY: jk  
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MODEL IMAGE



THIS PROPOSED SITE PLAN HAS BEEN COORDINATED WITH THE APPROVED MILL POND MASTER PLAN, (2012).

EXISTING AMPHITHEATRE  
 EXISTING CONCRETE WALKWAY

**PROPOSED:**

- NEW WALKWAY AND STEPS
- NEW 24" DECORATIVE ALUMINUM FENCE
- NEW LANDSCAPING
- NEW CONCRETE RETAINING WALL
- (5) NEW FLAG POLES (SERVICE BRANCH)
- STAINED CONCRETE PAVING
- RELOCATED VETERANS MEMORIAL ROCK
- NEW APPROACH WITH CONCRETE AND CEMENT BRICK PAVERS
- (2) NEW FLAG POLES (U.S. 4 POW)

OLD TOWN HALL  
 EXISTING PLANTINGS  
 EXISTING BRIDGE

CURRENT PLAQUE LOCATION

WEST STREET

MAIN STREET

SITE PLAN

SCALE 1" = 10'



**Lindhout Associates**  
**architects aia pc**  
 10465 citation drive, brighton, michigan 48116-9510  
 www.lindhout.com (810)227-5668 fax: (810)227-5955

consultant

ISSUED FOR

4-3-2022  
 date

MEMORIAL RELOCATION for  
 BRIGHTON VETERANS  
 MILL POND PARK BRIGHTON, MICHIGAN  
 SITE PLAN

P-1  
 1229

**PUBLIC HEARING PURSUANT TO MICHIGAN ECONOMIC  
DEVELOPMENT CORPORATION (MEDC) COMMUNITY  
DEVELOPMENT BLOCK GRANT REQUIREMENTS TO REVIEW AND  
CLOSE OUT MEDC GRANT NO. MSC 209195-CDI, DOWNTOWN  
INFRASTRUCTURE AND FAÇADE IMPROVEMENT PROJECT**

**August 1, 2013**

Prepared by:

Lauri French, Deputy Dir.,  
Community Dev., Planning  
& Zoning

Reviewed by:

Matt Modrack, Exec.  
Dir., DDA/Comm. Dev.  
Director

Reviewed by:

Dana Foster,  
City Manager

**COUNCIL ACTION REQUESTED:**

One of the concluding actions required for all CDBG grants is for the governing body, i.e., the City of Brighton, to hold a public hearing to formally review what was done with the grant funds and that the project was completed in compliance with the CDBG rules and regulations. Consequently, on July 18, 2013, City Council approved setting a public hearing for August 1, 2013 to conclude the public participation requirements for the above noted grant.

**BACKGROUND:**

The grant application was approved by the MEDC in July 2010 and included façade improvements for Champ's Pub as well as streetscape improvements for North, West and Main Streets, most notably a new lighted crosswalk at West and Main. The original application was amended in April 2012 to add the West St. Parking Lot adjacent to Studio West Gallery and Bagger Dave's and to extend the term of work performance through December 31, 2012. We requested the extension in order to minimize the impact of construction work to new stores and restaurants in the area - specifically, The Pound!, The White Dress and two other women's boutiques that had recently opened.

Following is a summary of the completed Downtown Infrastructure and Façade Improvement Project grant (MSC 209195-CDI) which is the subject of tonight's public hearing:

- The term of work performance was July 1, 2010 through December 31, 2012, plus additional time to meet reporting or other procedural requirements. The construction phase of the project was completed in late November 2012 with the exception of thermal striping on West St. The thermal striping was completed in spring 2013 when the weather warmed up sufficiently to finish the striping.
- We were authorized to spend up to \$504,709 in CDBG funds from the State; total CDBG funds expended was \$466,795, including administration costs. The DDA provided local match funds of \$41,245, and private funds expended was \$967,488.
- The project was expected to create 28 new jobs, 14 of which were to be held by low and moderate-income persons. The job creation target has been attained, mainly through new employee hiring by Bagger Dave's.

- The grant funded construction of a new public 25-space parking lot on West Street next to Bagger Dave's and Studio West Gallery.
- Streetscape improvements to West and Main were completed, including a raised stamped concrete lighted pedestrian crosswalk, street trees, sidewalk pavers and new pedestrian streetlamps on West Street.
- North Street improvements included replacement of existing sidewalk with brushed concrete and brick pavers, pedestrian crosswalks and raised stamped concrete and sloped concrete borders, and new brushed concrete sidewalk to replace the existing sidewalk from the corner of West and North Streets to E. Grand River.
- The Champ's Pub façade component of the grant included ceramic tile veneer, metal canopy awnings and decorative lighting. The remaining existing block was painted.

**BUDGET IMPACT:** The DDA match for the subject grant was \$41,245 which was paid out of the DDA Fund. There was no impact to the City's General Fund.

**RELATIONSHIP TO 2012/2013 GOALS:** The subject project, i.e., Main, North and West Street improvements and the Champ's Pub façade improvement are entirely consistent with the MML's 21<sup>st</sup> Century Communities development philosophy adopted by City Council, particularly with regard to the Physical Design & Walkability components of the Eight Assets.

**COUNCIL ACTION:** Conduct a public hearing on August 1, 2013 to summarize the project and take questions and comments from the public.

**PUBLIC HEARING PURSUANT TO MICHIGAN ECONOMIC  
DEVELOPMENT CORPORATION (MEDC) COMMUNITY  
DEVELOPMENT BLOCK GRANT REQUIREMENTS TO REVIEW AND  
CLOSE OUT MEDC GRANT NO. MSC 211004-CFI, MAYDAY BUILDING  
FAÇADE IMPROVEMENT PROJECT**

**August 1, 2013**

Prepared by:

Lauri French, Deputy Dir.,  
Community Dev., Planning  
& Zoning

Reviewed by:

Matt Modrack, Exec.  
Dir., DDA/Comm. Dev.  
Director

Reviewed by:

Dana Foster,  
City Manager

**COUNCIL ACTION REQUESTED:**

One of the concluding actions required for all CDBG grants is for the governing body, i.e., the City of Brighton, to hold a public hearing to formally review what was done with the grant funds and that the project was completed in compliance with the CDBG rules and regulations. Consequently, on July 18, 2013, City Council approved setting a public hearing for August 1, 2013 to conclude the public participation requirements for the above noted grant.

**BACKGROUND:**

The grant application was approved by the MEDC in February 2012 for façade improvements for the Mayday building, which consisted of removing the green mansard roof and building new masonry extensions of the front façade so as to emphasize the three individual businesses, i.e., Kensington Valley Varsity, Great Harvest and Main Street Cheese Shop. New windows were also part of the project, both for energy savings as well as improved aesthetics, and awnings were added above the new windows.

Following is a summary of the completed Mayday Building Façade Improvement Project grant (MSC 211004-CFI) which is the subject of tonight's public hearing:

- The term of work performance was October 1, 2011 through September 30, 2013, plus additional time to meet reporting or other procedural requirements. The construction began September 25, 2012 and was completed November 30, 2012.
- We were authorized to spend up to \$108,000 in CDBG funds from the State and total CDBG funds expended was \$108,000. The DDA provided local match funds of \$250 (two hours of consulting time from Lindhout Associates), and private funds expended totaled \$46,642.84.
- The project was expected to create 6 new jobs, 3 of which were to be held by low and moderate-income persons. The job creation target has been met; new employees were hired in four of the five businesses located in the Mayday building.



**BUDGET IMPACT:** The DDA match for the subject grant was \$250 which was paid out of the DDA Fund. There was no impact to the City's General Fund.

**RELATIONSHIP TO 2012/2013 GOALS:** The Mayday building façade improvement project is entirely consistent with the MML's 21<sup>st</sup> Century Communities development philosophy adopted by City Council, particularly with regard to the Physical Design & Walkability components of the Eight Assets.

**COUNCIL ACTION:** Conduct a public hearing on August 1, 2013 to summarize the project and take questions and comments from the public.