



Brighton City Council Meeting

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

March 12, 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: [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
7. Staff updates
8. Updates from Councilmember liaisons to various boards and commissions

Discussion

9. Curb island at Main Street and 6th Street

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
11. Consider setting the Budget Workshops for April 9, 10, and 11, 2024
12. [Consider approval of Traffic Control Order's 183, 184, and 185](#)
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](#)
14. [Consider approval of a Metro Act Unilateral Form right-of-way telecommunications permit for Livingston County Fiber Network](#)
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](#)
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](#)
17. [Consider appointments to boards and commissions, Zoning Board of Appeals](#)
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

Other Business

19. Call to the public

20. Adjournment



Brighton City Council Special Joint Meeting

200 N. 1st Street • City Hall Council Chambers • Brighton, Michigan 48116
(810) 227-1911 • www.brightoncity.org

MINUTES OF THE SPECIAL JOINT MEETING OF THE BRIGHTON CITY COUNCIL AND PLANNING COMMISSION HELD ON JANUARY 23, 2024

1. Call to Order

Mayor Tobbe called the meeting to order at 7:00 p.m.

2. Roll Call

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

Others present: From the Planning Commission: Steve Monet, Chris Passeri, Dave Petrak, Jim Johnston, Matt Smith, and Chuck Hundley. Staff present: City Manager Gretchen Gomolka, City Clerk Tara Brown, Community Development Director Michael Caruso, Executive Assistant to Community Development Kelly Haataja, and Chief Brent Pirochta.

3. Consider Approval of the Agenda

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

4. Call to the Public

Mayor Tobbe opened the call to the public at 7:06 p.m. Hearing and seeing no comment, the call to the public was closed.

5. Comprehensive Master Plan, 5-year review

Jill Bahm, Giffels Webster, provided a brief overview of the master plan review process with input from staff and Planning Commission. City Council and Planning Commission discussed the following as items of interest and would like to see included in the master plan review process.

- Revisit the R-5 zoning district for refinement
- Available housing as it pertains to legacy and new trends in demographics
- Accessory structures and setbacks
- Long/short-term rentals
- Lot coverage
- Clarity in ambiguous wording throughout
- Height limits the downtown district

The Planning Commission appreciated input from City Council and will review potential changes or modifications within the master plan as Planning Commission proceeds with their process.

6. Call to the Public

Mayor Tobbe opened the call to public at 9:33 p.m. Hearing and seeing no comment, the call to the public was closed.

7. Adjournment

Motion by Councilmember Gipson, seconded by Councilmember Albert to adjourn the meeting at 9:34 p.m. **The motion carried (7-0).**

Tara Brown, City Clerk



Brighton City Council Meeting

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

MINUTES OF THE REGULAR MEETING OF THE BRIGHTON CITY COUNCIL HELD ON FEBRUARY 13, 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 Liz Gaines, City Clerk Tara Brown, Community Development Director Michael Caruso, DPS Director Marcel Goch, Assistant to the DPS Director Patty Thomas, Chief Brent Pirochta, Deputy Chief Craig Flood, and Attorney Sarah Gabis.

4. Consider approval of the agenda

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

5. Consider approval of consent agenda items

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

Consent Agenda Items

- a. **Approval of Minutes: regular meeting of January 23, 2024**
- b. **Acceptance of the quarterly investment report**
- c. **Acceptance of the quarterly financial report**
- d. **Approval to recognize Veterans Connected as a 501(c)(3), non-profit organization for the purpose of obtaining a Charitable Gaming License, Resolution #2024-04**
- e. **Approval to recognize Triple S Boosters as a 501(c)(3), non-profit organization for the purpose of obtaining a Charitable Gaming License, Resolution #2024-05**
- f. **Approval of the 2024 poverty exemption application, Resolution #2024-06**

Correspondence

6. Call to the public

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

7. Staff updates

Clerk Brown stated that the first ever statewide early voting will begin February 17, 2024, and conclude on February 25, 2024. All registered voters who wish to vote early can do so between 8:00 a.m. and 4:00 p.m.

Chief Pirochta and the Brighton Police Department has achieved accreditation and will be provide an overview at a future meeting when the formal award is given to the Brighton Police Department.

Community Development Manager Caruso noted that the Downtown Development Authority meeting for February has been canceled.

City Manager Gomolka noted the annual Brighton Area Fire Authority will host its annual Soup Out on February 15, 2024, from 11:30 a.m. to 2:00 p.m. There will be a variety of homemade soups made by area firefighters and staff at Station 31, 615 W. Grand River, Brighton.

8. Updates from Councilmember liaisons to various boards and commissions

Councilmember Schmenk attended a Zoning Board of Appeals training recently along with Management Assistant Joe Gaikema.

Councilmember Pettengill noted the Brighton Arts and Culture Commission did not meet due to a lack of quorum. The next meeting will be March 11, 2024.

Councilmember Gardner noted that Jim Muzzin provided an update from the Brighton Area Fire Authority that seven new fire protection specialists were sworn in by Clerk Brown on February 8, 2024.

New Business

9. Consider canceling and possible rescheduling the February 27, 2024, City Council meeting

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Pettengill to cancel the February 27, 2024, City Council meeting. **The motion carried, 7-0.**

10. Consider approval of the Tetra Tech proposal for professional consultant services for the east stub streets improvement project in an amount not to exceed \$237,900, including a budget amendment

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Gipson to approve the Tetra Tech proposal for professional consultant services for the east stub streets improvement project in an amount not to exceed \$237,900, including a budget amendment. **The motion carried, 6-1. Councilmember Albert voted no.**

11. Consider approval of the purchase of a Coldspring columbarium for \$23,256 and setting of the columbarium by Fenton Monument in a cost not to exceed \$6,250 including a \$450 contingency

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Gardner to approve of the purchase of a Coldspring columbarium for \$23,256 and setting of the columbarium by Fenton Monument in a cost not to exceed \$6,250 including a \$450 contingency. **The motion carried, 7-0.**

12. Consider approval of the purchase of two Ford Police Interceptor Explorers from Lunghamer Ford with up-fitting to be completed by Cruisers and W-4 Signs in an amount not to exceed \$174,192, including all necessary budget amendments

Motion by Councilmember Gardner, seconded by Mayor Pro Tem Bohn to approve the purchase of two Ford Police Interceptor Explorers from Lunghamer Ford with up-fitting to be completed by Cruisers and W-4 Signs in an amount not to exceed \$176,573, including all necessary budget amendments. **The motion carried, 7-0.**

13. Consider approval of the revised event policy and application

After much discussion, City Council asked that the event policy be reviewed with the City Manager and City Attorney and be brought back to City Council at a later date.

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

Motion by Councilmember Gardner, seconded by Councilmember Gipson to enter into closed session at 8:41 p.m. to receive a written attorney-client privileged communication pursuant to section MCL 15.268(1)(h) of the Open Meetings Act. **The motion carried by roll call vote, 7-0.**

Motion by Councilmember Gipson, seconded by Councilmember Pettengill to come out of closed session at 9:24 p.m. **The motion carried, 7-0.**

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

Motion by Councilmember Gipson, seconded by Councilmember Gardner to enter into closed session at 9:25 p.m. to consider the purchase or lease of real property pursuant to MCL 15.268 (1)(d) of the Open Meetings Act. **The motion carried by roll call vote, 7-0.**

Motion by Councilmember Gardner, seconded by Councilmember Pettengill to come out of closed session at 10:10 p.m. **The motion carried, 7-0.**

Other Business

16. Call to the public

Mayor Tobbe opened the call to the public at 10:11 p.m. Hearing and seeing no comment, the call to the public was closed.

17. Adjournment

Motion by Councilmember Gardner, seconded by Councilmember Gipson to adjourn the meeting at 10:11 p.m. **The motion carried (7-0).**

Tara Brown, City Clerk



Brighton City Council Retreat

City of Brighton Police Department Conference Room • 440 S 3rd Street • Brighton, Michigan 48116
(810) 227-1911 • www.brightoncity.org

MINUTES OF THE CITY COUNCIL RETREAT HELD ON FEBRUARY 24, 2024

1. Call to Order

Mayor Tobbe called the meeting to order at 9:00 a.m.

2. Pledge of Allegiance

3. Roll Call

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

Staff Present: City Manager Gretchen Gomolka, City Clerk Tara Brown, DPS Director Marcel Goch, Superintendent Brad Shrader, Chief Brent Pirochta, Management Assistants Joe Gaikema and Samantha Gardiner, and Attorney Sarah Gabis.

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Gardner to excuse Councilmember Gipson for personal reasons. **The motion carried, 6-0.**

4. Consider Approval of the Agenda

Motion by Councilmember Albert, seconded by Mayor Pro Tem Bohn to approve the agenda as presented. **The motion carried, 6-0.**

5. Call to the Public

Mayor Tobbe opened the call to the public at 9:03 a.m.

Susan Bakhaus spoke regarding a door being closed.

Hearing and seeing no further comment, the call to the public was closed at 9:04 a.m.

6. Boards and Commissions

Mayor Tobbe asked that the posting for the vacancy on the Planning Commission be reposted for applications.

7. Discussion: Open Meetings Act/Parliamentary Procedure

Attorney Gabis presented City Council with a detailed overview of the Open Meetings Act and how it applies to meetings with examples and scenarios.

Clerk Brown briefly relayed that Robert's Rules is an additional layer of clarity that City Council can lean on when clarification is needed.

Mayor Tobbe asked that Robert's Rules in Brief be supplied to all City Councilmembers and that a supplemental quick reference sheet be at the dais for all to use when clarification during a public meeting is required.

Motion by Councilmember Gardner, seconded by Councilmember Albert to require all new boards and commission chairs and members attend training and receive an orientation packet. **The motion carried, 6-0.**

8. Discussion: Branding

Clerk Brown introduced the branding topic by noting that the branding topic has been on the to-do list for several years. She stressed the importance of cohesive brand management to include graphic standards and use guidelines for a standardized look for all citywide wayfinding and logo uses.

Management assistants, Joe Gaikema and Samantha Gardiner opened discussions of branding with an overview of the purpose, structure, management of logo, among several other components to brand management and logo usage. City Council and staff collaborated in joint interactive exercises to determine next steps. City Council determined that this topic should come back to City Council with more ideas and a timeline.

9. Discussion: Charter Revision

Attorney Gabis provided an overview of the difference between Charter Amendment and Charter Revision processes along with the steps for each and how to determine what is best for the City of Brighton. City Council asked that staff work with Attorney Gabis to determine what next steps should be taken as it pertains to current state law and staff needs.

10. Discussion: Sidewalk Gap

City Manager Gomolka presented City Council with options for next steps for filling the sidewalk gaps in the city based on cost and usage by residents and visitors. Overall City Council prioritized a to-do list.

11. Call to the Public

Mayor Tobbe opened the call to the public at 2:53 p.m.

Susan Bakhaus spoke regarding closed sessions and charter revisions.

Hearing and seeing no further comment, the call to the public was closed at 2:57 p.m.

12. Adjournment

Motion by Councilmember Gardner, seconded by Councilmember Pettengill to adjourn the meeting at 2:58 p.m. **The motion carried (6-0).**



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

MARCH 12, 2024

SUBJECT: REQUEST TO PLACE TWO 15 MINUTE PARKING SIGNS IN THE HYNE ST PARKING LOT, PLACE ONE “COMPACT CARS ONLY SIGN AT W. MAIN ST AND NORTH FIRST ST, AND TO PLACE ONE “COMPACT CARS ONLY SIGN AT HYNE ST. AND W. MAIN ST AS WELL AS APPROVE CORRESPONDING TCO’S 183, 184, AND 185.

ADMINISTRATIVE SUMMARY

- With the opening of the streetscape and closure of two privately held parking lots, staff has fielded complaints about parking and traffic flow.
- The parking concerns are related to the ability to find short term parking near the business visitors wish to visit for quick pick-ups.
- The traffic concerns are with the sight lines and the ability to turn from N. First St. onto W. Main St. and the ability to turn from Hyne St. onto W. Main St.
- Staff has walked and driven the concerning areas and believe the following recommendations would address the concerns both observed and brought to our attention.
 - Place two 15-minute parking signs within the Hyne St. parking lot. The signs would be placed in the first two parking spaces to the west of the first traffic island on the north side of the parking lot.
 - Place one “Compact Cars Only” sign on W. Main St in front of Bourbon’s. The sign will be placed in the first parking space on W. Main St east of N. First St.
 - Place one “Compact Cars Only” sign on W. Main St. in front of the Tribute Salon. The sign will be placed on W. Main St in the first parking space to the West of Hyne St.
- All traffic signs if approved will be acquired/made by the DPS.

RECOMMENDATION

To approve the placement of two 15-minute parking signs in the Hyne St Lot and the approval of TCO 183.

To approve the placement of one “Compact Cars Only” sign on W. Main St at N. First St. and the approval of TCO 184.

To approve the placement of one “Compact Cars Only” sign on W. Main St at Hyne St. and the approval of TCO 185.

Prepared by: Brent Pirochta, Chief of Police

Reviewed by: Gretchen Gomolka, City Manager
Marcel Goch, DPS Director
Tara Brown, City Clerk

Elizabeth Gaines, Finance Director (Required for all financial related agenda items)

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

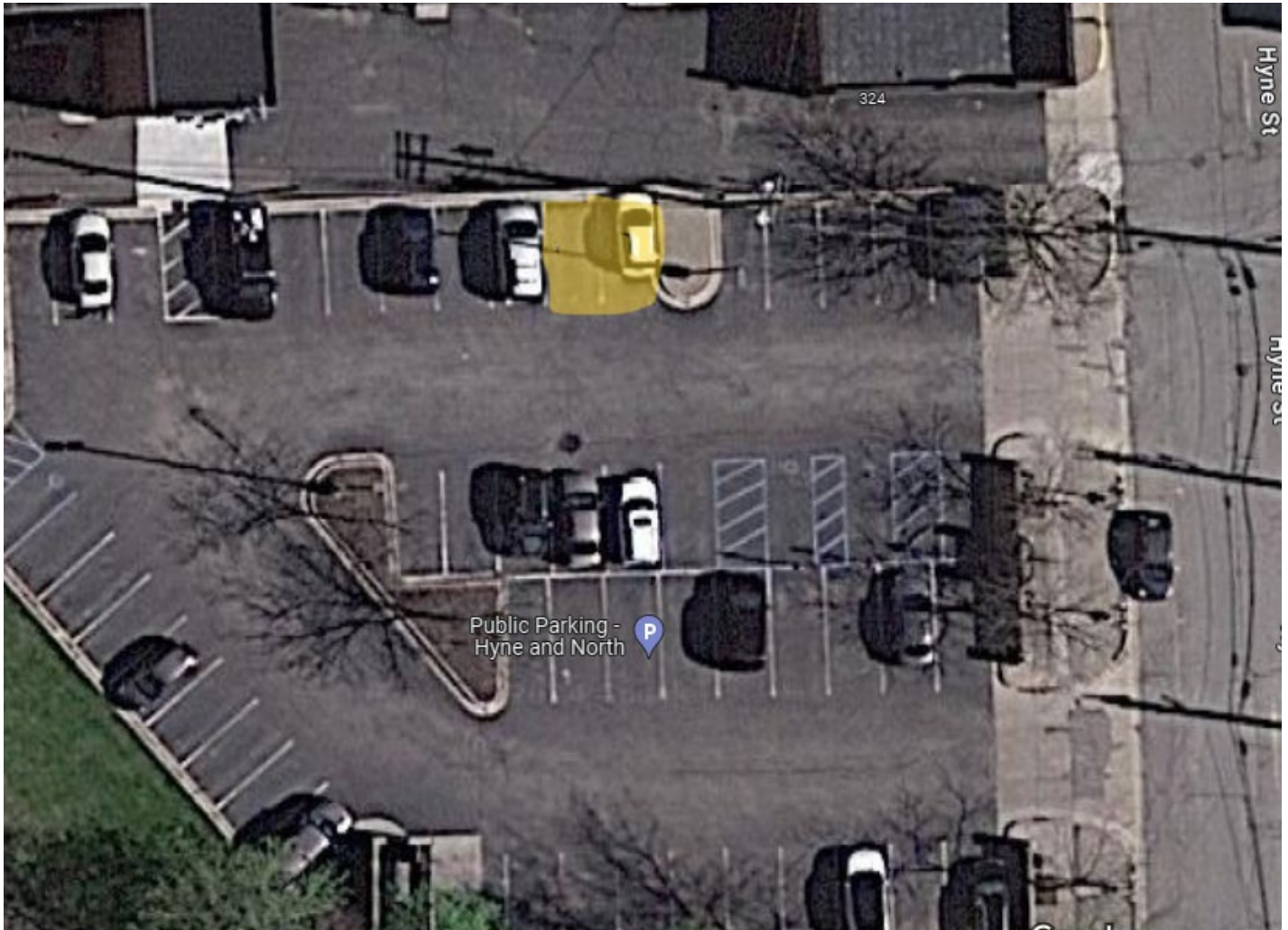
City Attorney (Required for all agreements, ordinances, etc.)

Acceptable Form and Ready to Execute

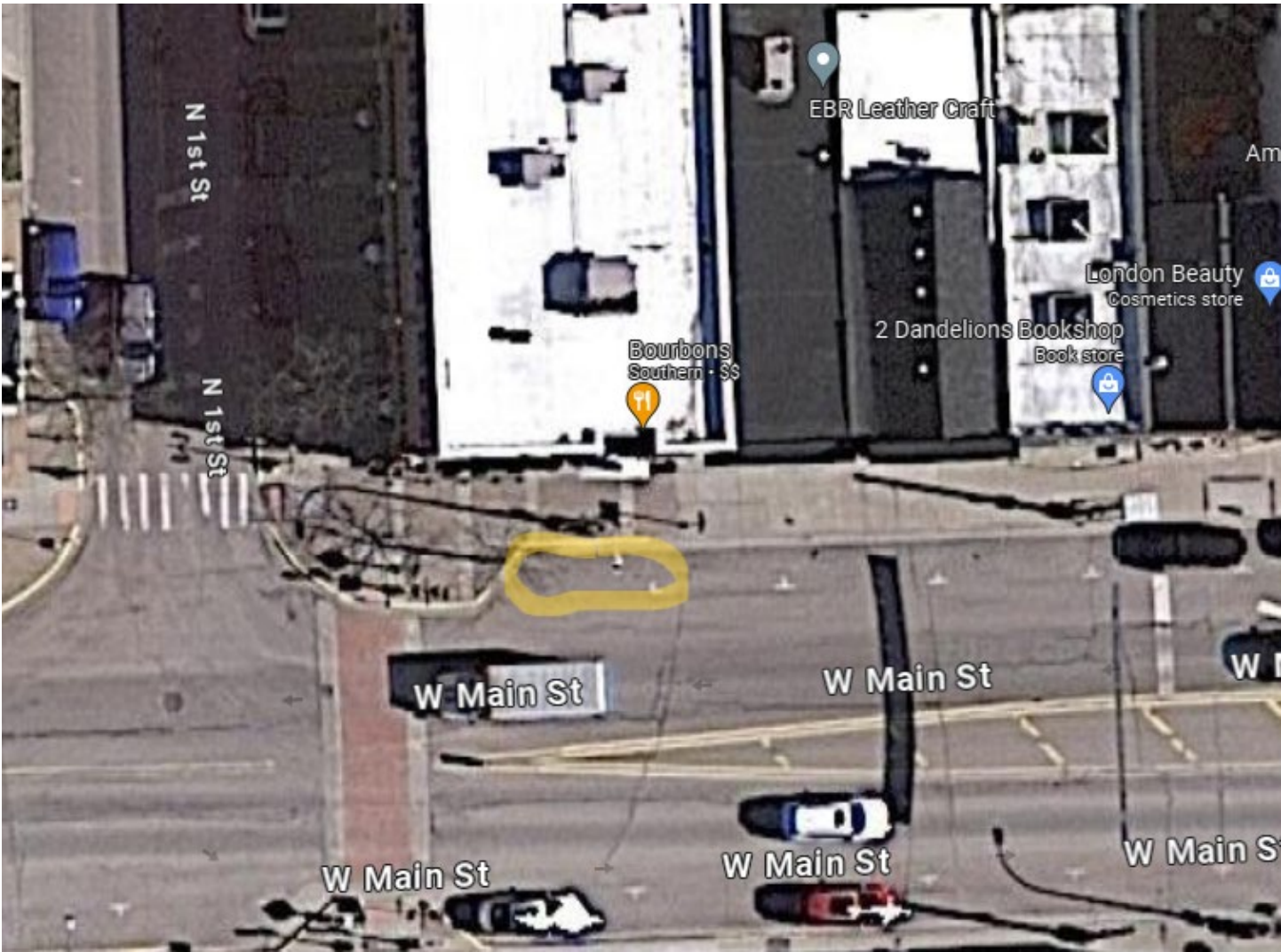
Other _____

Reviewed &

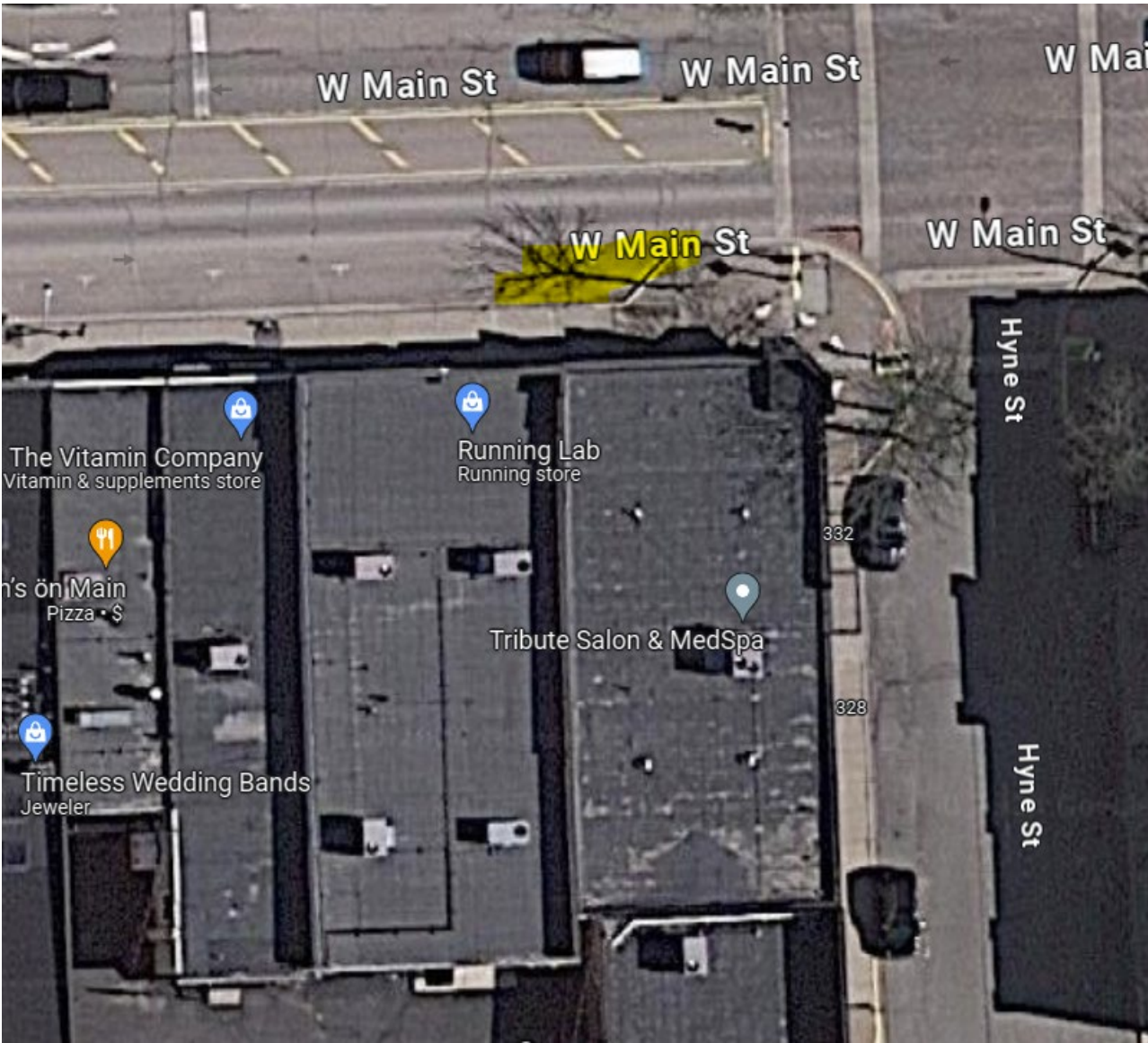
Approved by: Gretchen Gomolka, City Manager



The yellow highlight is where the placement of the two 15-minute parking signs would be placed if approved. TCO 183.



The yellow circle is where one "Compact Cars Only" signed would be placed if approved. TCO 184



The yellow highlight is where the one "Compact Cars Only" sign would be placed if approved. TCO 185.

TEMP. T.C.O. FILED _____
CONTROLS INSTALLED _____
APPROVED BY COUNCIL _____
RESCINDED _____

CITY OF BRIGHTON

TRAFFIC CONTROL ORDER NO. 183

In accordance with the Brighton City Code, as amended, and Ordinance #348, Section 86-26 through 86-28, we have made an investigation of traffic conditions on:

Traffic that were conditions were brought to our attention by both merchants and visitors. Merchants and visitors are concerned with the limited parking and the difficulty of finding parking near stores for quick pick ups.

and as a result of said investigation do hereby direct that:

Two 15 minute parking signs be placed in the Hyne St. parking lot. The signs will be placed at the first two spots to the west of the first traffic island on the north side of the parking lot.

This order shall not expire until rescinded by the City Council. If this is a temporary traffic control order that has been placed by the Traffic Engineer, this order shall expire 90 days from the date of filing with the City Clerk.

Traffic Engineer (City Manager)

Date of Filing with City Clerk
(if temporary)

Received for filing (date) by

Tara Brown, City Clerk

Approved by the City Council on: _____

I hereby certify that the foregoing is a true copy prepared from the record on file in my office, as attested to by the Seal of the City Clerk of the City of Brighton, embossed hereto.

Signed _____
Tara Brown, City Clerk

Date: _____

TEMP. T.C.O. FILED _____
CONTROLS INSTALLED _____
APPROVED BY COUNCIL _____
RESCINDED _____

CITY OF BRIGHTON
TRAFFIC CONTROL ORDER NO. 184

In accordance with the Brighton City Code, as amended, and Ordinance #348, Section 86-26 though 86-28, we have made an investigation of traffic conditions on:

W. Main St. and N. First street and the sight lines of vehicles turning from N. First St. onto W. Main St.

and as a result of said investigation do hereby direct that:

One "compact cars only" sign be placed in front of Bourbon's. Located on the north side of W. Main St and the first parking space to the east of N. First St.

This order shall not expire until rescinded by the City Council. If this is a temporary traffic control order that has been placed by the Traffic Engineer, this order shall expire 90 days from the date of filing with the City Clerk.

Traffic Engineer (City Manager)

Date of Filing with City Clerk
(if temporary)

Received for filing (date) by

Tara Brown, City Clerk

Approved by the City Council on: _____

I hereby certify that the foregoing is a true copy prepared from the record on file in my office, as attested to by the Seal of the City Clerk of the City of Brighton, embossed hereto.

Signed _____
Tara Brown, City Clerk

Date: _____

TEMP. T.C.O. FILED _____
CONTROLS INSTALLED _____
APPROVED BY COUNCIL _____
RESCINDED _____

CITY OF BRIGHTON

TRAFFIC CONTROL ORDER NO. 185

In accordance with the Brighton City Code, as amended, and Ordinance #348, Section 86-26 though 86-28, we have made an investigation of traffic conditions on:

Hyne St. and W. Main St and the sight line of vehicles turning onto W. Main St from Hyne St.

and as a result of said investigation do hereby direct that:

One "compact cars only" sign be placed in front of Tribute Salon. Sign to be located at the first parking space to the west of Hyne St. on the south side of W. Main St.

This order shall not expire until rescinded by the City Council. If this is a temporary traffic control order that has been placed by the Traffic Engineer, this order shall expire 90 days from the date of filing with the City Clerk.

Traffic Engineer (City Manager)

Date of Filing with City Clerk
(if temporary)

Received for filing (date) by

Tara Brown, City Clerk

Approved by the City Council on: _____

I hereby certify that the foregoing is a true copy prepared from the record on file in my office, as attested to by the Seal of the City Clerk of the City of Brighton, embossed hereto.

Signed _____
Tara Brown, City Clerk

Date: _____



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

March 12, 2024

SUBJECT: 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

BACKGROUND

- In 2019, the City of Brighton published a Request for Proposals for trash service. We had used Waste Management (WM) for over two decades at that time and staff wanted to determine if another company could provide additional services or a lower price.
- After the bid process, City Council voted to enter into a five-year contract with WM beginning on July 1, 2019. That contract is set to expire on June 30, 2024. The existing contract has a provision for renewal by mutual agreement of both WM and the City of Brighton.

ADMINISTRATIVE SUMMARY

- WM provided pricing to extend their contract for another 5-year term with the City. They are proposing a four percent increase per year. The previous contract also had four-percent annual increases. Please see the pricing below:

Year 1 (2024/2025)	Year 2 (2025/2026)	Year 3 (2026/2027)	Year 4 (2027/2028)	Year 5 (2028/2029)
\$20.67	\$21.50	\$22.36	\$23.25	\$24.18

- Our contract with WM has an Interim Processing Fee Adjustment for recycling charges. This is an increase to the base fee for recycling processing costs. In 2019, the base was \$85 per ton. The terms of that Recycling Offset Charge was a \$0.10 increase in monthly charges for every \$5 increase above \$85 in processing fee costs. Currently, the Recycling Offset Charge is \$1.40 per month. This means that each residence pays the current base rate of \$18.48 plus \$1.40 per month, which equals \$19.88. The first year’s cost for the contract extension is \$20.67, or a four percent increase from the current amount being billed.
- For the proposed renewal contract, WM has base for recycling to \$150 per ton, with a \$0.10 increase in monthly charges for each \$5 increase above \$170 per ton. Additionally, there is built in a \$0.10 decrease in monthly charges for each \$5 decrease below \$130 per ton (See table in proposed extension). Staff negotiated with WM to keep the rate flat up to the \$170 per ton figure, in order to keep the price relatively flat for our customers. Staff believes this is fair and reasonable because the recycling industry has stabilized and so have the processing costs. Currently the processing costs are at \$155 per ton.
- All the core services of the original contract will remain with this extension, which include:
 - Weekly residential curbside trash and recycling
 - Bi-weekly yard waste collection from April through September
 - Weekly yard waste collection in October and November.
 - Main Street public trash receptable pick up three days a week from April through October
 - Assistance with the Spring Clean Up Drop Off Day

- Dumpster service at City’s facilities, specifically, the Cemetery, Community Center, DPW, Wastewater Plant and Water Plant.
- Previously, WM provided one free bulk item pick up per address annually. Residents would contact WM and schedule a day for item pick up. At staff’s request, WM has agreed to provide a monthly free item pick up. There will be no need for residents to schedule this service as it will be done at the first pick up of each month. A bulk item can be brought to the curb, and it will be collected that day.
- The proposed cost for the services that the city pays for, which include Dumpsters at the DPW, Water Plant, Wastewater Plant, and Community Center will also increase by four percent.
- Staff has always been very satisfied with the service that has been provided by WM and is recommending that City Council approve extending our contract with them until June 30, 2029. While there were issues previously with WM’s fleet leaking oil, etc., WM has updated the majority of their fleet to natural gas trucks, which are primarily used when servicing our residents.

BUDGET INFORMATION

- The cost for the residential curbside service is paid by the residents so extending the contract does not have a net effect on the City’s budget.
- The cost for the increase for the City services portion of the contract has been included in future year budgets.

RECOMMENDATION

Approve a five-year contract extension from July 1, 2024, through June 30, 2029, with Waste Management for residential and municipal refuse collection as presented.

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

Reviewed by: Brad Shrader, DPW Superintendent

Marcel Goch, DPS Director

Elizabeth Gaines, Finance Director

- Within Budget
- Budget Amendment Necessary and In Proper Form
- Other to be budgeted in future years, if approved

Reviewed &

Approved by: Gretchen Gomolka, City Manager

Attachments: Waste Management Proposal



Friday, February 2, 2024

Marcel Goch
DPS Director, City of Brighton
420 S 3rd St
Brighton, MI 48116

In consideration of our discussion on Wednesday, January 31, WM has amended the five-year extension proposal originally presented to the City of Brighton on October 27, 2023. Please see below.

Renewal Proposal

Per the City of Brighton’s request, collection method and frequency will remain status quo for solid waste, recycling, and yard waste. The Annual Spring Clean-Up will also continue as in year’s past, with WM furnishing the necessary equipment, staff and print materials to ensure a successful event. Proposed changes are as follows:

Bulk Item Collection

Bulk item collection will increase from one item annually to one item monthly per household. This will occur during the first full week of each month and correspond with the household’s designated service day. Scheduling is not required for collection. Households wishing to dispose of more than one item per service day will be required to schedule collection and subject to fees, which must be pre-paid at time of request.

Recycling Disposal

The current recycle processing charge has a base rate of \$85.00 per ton, which is no longer reflective of the market. WM proposes amending this base rate to \$150.00 per ton, with charges \$25.00 above or below this rate being passed on to the city as a per-unit adjustment twice annually. The processing charge will be based on the prior six-month average. Please see the Recycle Processing Charge Offset table on the following page.

Fee Schedule

For the contract period starting July 1, 2024 and concluding June 30, 2029, the City of Brighton will be subject to a starting monthly rate of \$20.67 per unit. This rate will increase annually by four percent. The complete fee schedule is below.

Year 1	Year 2	Year 3	Year 4	Year 5
\$20.67	\$21.50	\$22.36	\$23.25	\$24.18

Should you have any questions or concerns, please contact me directly.

Sincerely,

Chantell LaForest
Public Sector Representative, WM Great Lakes Area
clafores@wm.com | 248.534.0152



RECYCLE PROCESSING CHARGE OFFSET

Additional Charge Above \$150 Per Ton	Additional Monthly Per-Unit Charge	
\$ 100.00	\$ (0.60)	WM remits to City of Brighton
\$ 105.00	\$ (0.50)	
\$ 110.00	\$ (0.40)	
\$ 115.00	\$ (0.30)	
\$ 120.00	\$ (0.20)	
\$ 125.00	\$ (0.10)	
\$ 130.00	\$ -	
\$ 135.00	\$ -	
\$ 140.00	\$ -	
\$ 145.00	\$ -	
\$ 150.00	\$ -	
\$ 155.00	\$ -	
\$ 160.00	\$ -	
\$ 165.00	\$ -	
\$ 170.00	\$ -	City of Brighton remits to WM
\$ 175.00	\$ 0.10	
\$ 180.00	\$ 0.20	
\$ 185.00	\$ 0.30	
\$ 190.00	\$ 0.40	
\$ 195.00	\$ 0.50	
\$ 200.00	\$ 0.60	
\$ 205.00	\$ 0.70	
\$ 210.00	\$ 0.80	
\$ 215.00	\$ 0.90	
\$ 220.00	\$ 1.00	
\$ 225.00	\$ 1.10	
\$ 230.00	\$ 1.20	
\$ 235.00	\$ 1.30	
\$ 240.00	\$ 1.40	
\$ 245.00	\$ 1.50	
\$ 250.00	\$ 1.60	



City of Brighton

Extension Proposal

February 2, 2024



Recycle Processing Offset Charge

CITY OF BRIGHTON	
2019-2024 Recycle Processing Charge Offset	
Additional Charge Above \$85 Per Ton	Additional Monthly Per-Unit Charge
\$90.00	\$0.10
\$95.00	\$0.20
\$100.00	\$0.30
\$105.00	\$0.40
\$110.00	\$0.50
\$115.00	\$0.60
\$120.00	\$0.70
\$125.00	\$0.80
\$130.00	\$0.90
\$135.00	\$1.00
\$140.00	\$1.10
\$145.00	\$1.20
\$150.00	\$1.30
\$155.00	\$1.40
\$160.00	\$1.50
\$165.00	\$1.60
\$170.00	\$1.70
\$175.00	\$1.80
\$180.00	\$1.90
\$185.00	\$2.00
\$190.00	\$2.10

Brighton Historical Offset Rate	
2019	\$0.00
June 2020	\$0.90
February 2021	\$1.30
May 2021	\$1.40
December 2021	\$0.90
June 2022	\$0.80
June 2023	\$1.30
January 2024	\$1.40



CITY OF BRIGHTON	
2024-2029 Recycle Processing Charge Offset	
Additional Charge Above \$150 Per Ton	Additional Monthly Per-Unit Charge
\$100.00	-\$0.60
\$105.00	-\$0.50
\$110.00	-\$0.40
\$115.00	-\$0.30
\$120.00	-\$0.20
\$125.00	-\$0.10
\$130.00	\$-
\$135.00	\$-
\$140.00	\$-
\$145.00	\$-
\$150.00	\$-
\$155.00	\$-
\$160.00	\$-
\$165.00	\$-
\$170.00	\$-
\$175.00	\$0.10
\$180.00	\$0.20
\$185.00	\$0.30
\$190.00	\$0.40
\$195.00	\$0.50
\$200.00	\$0.60



City of Brighton Proposal Breakdown

Current Contract			
	Per Unit Rate	Unit Count	Monthly Invoice
Curbside Collection	\$18.48	2,951	\$54,534.48
Recycle Processing (\$85.00 per ton)	\$1.40	2,951	\$4,131.40
November 2023 Invoice	\$19.88	2,951	\$58,665.88
Renewal Proposal: Year 1			
	Per Unit Rate	Unit Count	Monthly Invoice
Curbside Collection	\$20.67	2,951	\$60,997.17
Recycle Processing (\$150.00 per ton)	\$0.00	2,951	\$0.00
Total Increase	4.0%		





City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

MARCH 12, 2024

SUBJECT: **CONSIDER APPROVAL OF A METRO ACT UNILATERAL FORM RIGHT-OF-WAY TELECOMMUNICATIONS PERMIT FOR LIVINGSTON COUNTY FIBER NETWORK**

BACKGROUND

- Livingston County has partnered with Livingston County Fiber Network to build a county-wide fiber infrastructure network that will create opportunities for greater expansion of internet and communication solutions for county residents.
- Additionally, this network will allow for greater connectivity between local units of government and the county.
- The county will be utilizing American Rescue Plan Act (ARPA) funds to finance the project. Expansion of broadband networks was one of the core uses that ARPA was designated for when it was established by the federal government.

ADMINISTRATIVE SUMMARY

- The State of Michigan's Metropolitan Extension Telecommunication Rights-of-way Oversight (METRO) Authority was established to assist telecommunication providers to cut through red tape and obtain permits without having to pay excessive fees or endure unnecessary delays.
- The applicant must follow all METRO Act rules including restoration of property.
- The applicant has completed the attached state approved METRO Unilateral Form Right-of-way Telecommunications Permit for consideration of City Council
- Previously, at its January 9, 2024 meeting City Council approved Phase 3 of this project. This application is for Phase 4 and the applicant has provided sketches of this construction phase, a portion of which will be within the city limits, as well as a certificate naming the City of Brighton as an additional insured entity on its insurance policy.

RECOMMENDATION

It is the recommendation of staff that City Council approve the attached METRO Act Unilateral Form authorizing a right-of-way telecommunications permit to Livingston County Fiber Network and authorize the City Manager to execute.

Prepared by: Gretchen Gomolka, City Manager

Reviewed by: City Attorney (Required for all agreements, ordinances, etc.)

Acceptable Form and Ready to Execute

Other _____

Attachments: Unilateral Form Right-Of-Way Telecommunications Permit
 Construction Phase 4 Sketches
 Insurance Certificate

METRO Act
Unilateral Form
Revised 12/06/02

**RIGHT-OF-WAY
TELECOMMUNICATIONS PERMIT**

This permit issued this 12th day of March, 2023 by The City of Brighton.

1 Definitions

- 1.1 Date of Issuance shall mean the date set forth above.
- 1.2 Manager shall mean Municipality's [Mayor/Manager/Supervisor/Village President] or his or her designee.
- 1.3 METRO Act shall mean the Metropolitan Extension Telecommunications Right-of-Way oversight Act, Act No. 48 of the Public Acts of 2002, as amended.
- 1.4 Municipality shall mean **The City of Brighton**, a Michigan municipal corporation.
- 1.5 Permit shall mean this document.
- 1.6 Permittee shall mean Livingston County Fiber Network organized under the laws of the State of Michigan whose address is **304 E. Grand Ave., Ste 101, Howell Michigan 48843.**
- 1.7 Public Right-of-Way shall mean the area on, below, or above a public roadway, highway, street, alley, easement, or waterway, to the extent Municipality has the ability to grant the rights set forth herein. Public Right-of-Way does not include a federal, state, or private right-of-way.
- 1.8 Telecommunications Facilities or Facilities shall mean the Permittee's equipment or personal property, such as copper and fiber cables, lines, wires, switches, conduits, pipes, and sheaths, which are used to or can generate, receive, transmit, carry, amplify, or provide telecommunication services or signals. Telecommunication Facilities or Facilities do not include antennas, supporting structures for antennas, equipment shelters or houses, and any ancillary equipment and miscellaneous hardware used to provide federally licensed commercial mobile service as defined in Section 332(d) of Part I of Title III of the Communications Act of 1934, Chapter 652, 48 Stat. 1064, 47 U.S.C. 332 and further defined as commercial mobile radio service in 47 CFR 20.3, and service provided by any wireless, two-way communications device.
- 1.9 Term shall have the meaning set forth in Part 7.

2 Grant

- 2.1 Municipality hereby issues a permit under the METRO Act to Permittee for access to and ongoing use of the Public Right-of-Way identified on Exhibit A to construct, install, and maintain Telecommunication Facilities on the terms set forth herein.
- 2.1.1 Exhibit A may be modified by Manager upon written request by Permittee.
- 2.1.2 Any decision of Manager on a request by Permittee for a modification may be appealed by Permittee to Municipality's legislative body.
- 2.2 Overlashing. Permittee shall not allow the wires or any other facilities of a third party to be overlashed to the Telecommunication Facilities without Municipality's prior written consent. Municipality's right to withhold written consent is subject to the authority of the Michigan Public Service Commission under Section 361 of the Michigan Telecommunications Act, MCL § 484.2361.
- 2.3 Nonexclusive. The rights granted by this Permit are nonexclusive. Municipality reserves the right to approve, at any time, additional permits for access to and ongoing usage of the Public Right-of-Way by telecommunications providers and to enter into agreements for use of the Public Right-of-Way with and grant franchises for use of the Public Right-of-Way to telecommunications providers, cable companies, utilities, and other providers.

3 Contacts, Maps and Plans

- 3.1 Permittee Contacts. The names, addresses and the like for engineering and construction related information for Permittee and its Telecommunication Facilities are as follows:
- 3.1.1 The address, e-mail address, phone number and contact person (title or name) at Permittee's local office (in or near Municipality) is **Kristopher Tobbe, 304 E grand River Ave., Howell, MI 48843, (517) 540-8811,KTobbe@livgov.com**.
- 3.1.2 If Permittee's engineering drawings, as-built plans and related records for the Telecommunication Facilities will not be located at the preceding local office, the location address, phone number and contact person (title or department) for them is _____.
- 3.1.3 The name, title, address, e-mail address and telephone numbers of Permittee's engineering contact person(s) with responsibility for the

design, plans and construction of the Telecommunication Facilities is Enrique Pinava, 3100 Lexington Glen, Monclova, OH 43542, epinava@eX2thechology.com

3.1.4 The address, phone number and contact person (title or department) at Permittee's home office/regional office with responsibility for engineering and construction related aspects of the Telecommunication Facilities is **Kristopher Tobbe, 304 E grand River Ave., Howell, MI 48843, (517) 540-8811,KTobbe@livgov.com.**

3.1.5 Permittee shall at all times provide Manager with the phone number at which a live representative of Permittee (not voice mail) can be reached 24 hours a day, seven (7) days a week, in the event of a public emergency.

3.1.6 Permittee shall immediately notify Municipality in writing as set forth in Part 12 of any inaccuracies or changes in the preceding information.

3.2 Route Maps. Within ninety (90) days after the substantial completion of new Facilities in a Municipality, a provider shall submit route maps showing the location of the Telecommunication Facilities to both the Michigan Public Service Commission and to the Municipality, as required under Section 6(7) of the METRO Act, MCLA 484.3106(7).

3.3 As-Built Records. Permittee, without expense to Municipality, shall, upon forty-eight (48) hours notice, give Municipality access to all "as-built" maps, records, plans and specifications showing the Telecommunication Facilities or portions thereof in the Public Right-of-Way. Upon request by Municipality, Permittee shall inform Municipality as soon as reasonably possible of any changes from previously supplied maps, records, or plans and shall mark up maps provided by Municipality so as to show the location of the Telecommunication Facilities.

4 Use of Public Right-of-Way

4.1 No Burden on Public Right-of-Way. Permittee, its contractors, subcontractors, and the Telecommunication Facilities shall not unduly burden or interfere with the present or future use of any of the Public Right-of-Way. Permittee's aerial cables and wires shall be suspended so as to not endanger or injure persons or property in or about the Public Right-of-Way. If Municipality reasonably determines that any portion of the Telecommunication Facilities constitutes an undue burden or interference, due to changed circumstances, Permittee, at its sole expense, shall modify the Telecommunication Facilities or take such other actions as Municipality may determine is in the public interest to remove or alleviate the burden, and Permittee shall do so within a reasonable time period. Municipality will attempt to require all occupants of a pole or conduit whose facilities are a burden to remove or alleviate the burden concurrently.

- 4.2 No Priority. This Permit does not establish any priority of use of the Public Right-of-Way by Permittee over any present or future permittees or parties having agreements with Municipality or franchises for such use. In the event of any dispute as to the priority of use of the Public Right-of-Way, the first priority shall be to the public generally, the second priority to Municipality, the third priority to the State of Michigan and its political subdivisions in the performance of their various functions, and thereafter as between other permit, agreement or franchise holders, as determined by Municipality in the exercise of its powers, including the police power and other powers reserved to and conferred on it by the State of Michigan.
- 4.3 Restoration of Property. Permittee, its contractors and subcontractors shall immediately (subject to seasonal work restrictions) restore, at Permittee's sole expense, in a manner approved by Municipality, any portion of the Public Right-of-Way that is in any way disturbed, damaged, or injured by the construction, installation, operation, maintenance or removal of the Telecommunication Facilities to a reasonably equivalent (or, at Permittee's option, better) condition as that which existed prior to the disturbance. In the event that Permittee, its contractors or subcontractors fail to make such repair within a reasonable time, Municipality may make the repair and Permittee shall pay the costs Municipality incurred for such repair.
- 4.4 Marking. Permittee shall mark the Telecommunication Facilities as follows: Aerial portions of the Telecommunication Facilities shall be marked with a marker on Permittee's lines on alternate poles which shall state Permittee's name and provide a toll-free number to call for assistance. Direct buried underground portions of the Telecommunication Facilities shall have (1) a conducting wire placed in the ground at least several inches above Permittee's cable (if such cable is nonconductive); (2) at least several inches above that, a continuous colored tape with a statement to the effect that there is buried cable beneath; and (3) stakes or other appropriate above ground markers with Permittee's name and a toll-free number indicating that there is buried telephone cable below. Bored underground portions of the Telecommunication Facilities shall have a conducting wire at the same depth as the cable and shall not be required to provide the continuous colored tape. Portions of the Telecommunication Facilities located in conduit, including conduit of others used by Permittee, shall be marked at its entrance into and exit from each manhole and handhole with Permittee's name and a toll-free telephone number.
- 4.5 Tree Trimming. Permittee may trim trees upon and overhanging the Public Right-of-Way so as to prevent the branches of such trees from coming into contact with the Telecommunication Facilities, consistent with any standards adopted by Municipality. Permittee shall dispose of all trimmed materials. Permittee shall minimize the trimming of trees to that essential to maintain the integrity of the Telecommunication Facilities. Except in emergencies, all

trimming of trees in the Public Right-of-Way shall have the advance approval of Manager.

- 4.6 Installation and Maintenance. The construction and installation of the Telecommunication Facilities shall be performed pursuant to plans approved by Municipality. The open cut of any Public Right-of-Way shall be coordinated with the Manager or his designee. Permittee shall install and maintain the Telecommunication Facilities in a reasonably safe condition. If the existing poles in the Public Right-of-Way are overburdened or unavailable for Permittee's use, or the facilities of all users of the poles are required to go underground then Permittee shall, at its expense, place such portion of its Telecommunication Facilities underground, unless Municipality approves an alternate location. Permittee may perform maintenance on the Telecommunication Facilities without prior approval of Municipality, provided that Permittee shall obtain any and all permits required by Municipality in the event that any maintenance will disturb or block vehicular traffic or are otherwise required by Municipality.
- 4.7 Pavement Cut Coordination. Permittee shall coordinate its construction and all other work in the Public Right-of-Way with Municipality's program for street construction and rebuilding (collectively "Street Construction") and its program for street repaving and resurfacing (except seal coating and patching) (collectively, "Street Resurfacing").
- 4.7.1 The goals of such coordination shall be to encourage Permittee to conduct all work in the Public Right-of-Way in conjunction with or immediately prior to any Street Construction or Street Resurfacing planned by Municipality.
- 4.8 Compliance with Laws. Permittee shall comply with all laws, statutes, ordinances, rules and regulations regarding the construction, installation, and maintenance of its Telecommunication Facilities, whether federal, state or local, now in force or which hereafter may be promulgated. Before any installation is commenced, Permittee shall secure all necessary permits, licenses and approvals from Municipality or other governmental entity as may be required by law, including, without limitation, all utility line permits and highway permits. Permittee shall comply in all respects with applicable codes and industry standards, including but not limited to the National Electrical Safety Code (latest edition adopted by Michigan Public Service Commission) and the National Electric Code (latest edition). Permittee shall comply with all zoning and land use ordinances and historic preservation ordinances as may exist or may hereafter be amended.
- 4.9 Street Vacation. If Municipality vacates or consents to the vacation of Public Right-of-Way within its jurisdiction, and such vacation necessitates the removal and relocation of Permittee's Facilities in the vacated Public Right-of-Way,

Permittee shall, as a condition of this Permit, consent to the vacation and remove its Facilities at its sole cost and expense when ordered to do so by Municipality or a court of competent jurisdiction. Permittee shall relocate its Facilities to such alternate route as Municipality, applying reasonable engineering standards, shall specify.

- 4.10 Relocation. If Municipality requests Permittee to relocate, protect, support, disconnect, or remove its Facilities because of street or utility work, or other public projects, Permittee shall relocate, protect, support, disconnect, or remove its Facilities, at its sole cost and expense, including where necessary to such alternate route as Municipality, applying reasonable engineering standards, shall specify. The work shall be completed within a reasonable time period.
- 4.11 Public Emergency. Municipality shall have the right to sever, disrupt, dig-up or otherwise destroy Facilities of Permittee if such action is necessary because of a public emergency. If reasonable to do so under the circumstances, Municipality will attempt to provide notice to Permittee. Public emergency shall be any condition which poses an immediate threat to life, health, or property caused by any natural or man-made disaster, including, but not limited to, storms, floods, fire, accidents, explosions, water main breaks, hazardous material spills, etc. Permittee shall be responsible for repair at its sole cost and expense of any of its Facilities damaged pursuant to any such action taken by Municipality.
- 4.12 Miss Dig. If eligible to join, Permittee shall subscribe to and be a member of "MISS DIG," the association of utilities formed pursuant to Act 174 of the Public Acts of 2013, as amended, MCL § 460.721 et seq., and shall conduct its business in conformance with the statutory provisions and regulations promulgated thereunder.
- 4.13 Underground Relocation. If Permittee has its Facilities on poles of Consumers Energy, Detroit Edison or another electric or telecommunications provider and Consumers Energy, Detroit Edison or such other electric or telecommunications provider relocates its system underground, then Permittee shall relocate its Facilities underground in the same location at Permittee's sole cost and expense.
- 4.14 Identification. All personnel of Permittee and its contractors or subcontractors who have as part of their normal duties contact with the general public shall wear on their clothing a clearly visible identification card bearing Permittee's name, their name and photograph. Permittee shall account for all identification cards at all times. Every service vehicle of Permittee and its contractors or subcontractors shall be clearly identified as such to the public, such as by a magnetic sign with Permittee's name and telephone number.

5 Indemnification

- 5.1 Indemnity. Permittee shall defend, indemnify, protect, and hold harmless Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions from any and all claims, losses, liabilities, causes of action, demands, judgments, decrees, proceedings, and expenses of any nature (collectively “claim” for this Part 5) (including, without limitation, attorneys’ fees) arising out of or resulting from the acts or omissions of Permittee, its officers, agents, employees, contractors, successors, or assigns, but only to the extent such acts or omissions are related to the Permittee’s use of or installation of facilities in the Public Right-of-Way and only to the extent of the fault or responsibility of Permittee, its officers, agents, employees, contractors, successors and assigns.
- 5.2 Notice, Cooperation. Municipality will notify Permittee promptly in writing of any such claim and the method and means proposed by Municipality for defending or satisfying such claim. Municipality will cooperate with Permittee in every reasonable way to facilitate the defense of any such claim. Municipality will consult with Permittee respecting the defense and satisfaction of such claim, including the selection and direction of legal counsel.
- 5.3 Settlement. Municipality will not settle any claim subject to indemnification under this Part 5 without the advance written consent of Permittee, which consent shall not be unreasonably withheld. Permittee shall have the right to defend or settle, at its own expense, any claim against Municipality for which Permittee is responsible hereunder.

6 Insurance

- 6.1 Coverage Required. Prior to beginning any construction in or installation of the Telecommunication Facilities in the Public Right-of-Way, Permittee shall obtain insurance as set forth below and file certificates evidencing same with Municipality. Such insurance shall be maintained in full force and effect until the end of the Term. In the alternative, Permittee may satisfy this requirement through a program of self-insurance, acceptable to Municipality, by providing reasonable evidence of its financial resources to Municipality. Municipality’s acceptance of such self-insurance shall not be unreasonably withheld.
 - 6.1.1 Commercial general liability insurance, including Completed Operations Liability, Independent Contractors Liability, Contractual Liability coverage, railroad protective coverage and coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage, in an amount not less than Five Million Dollars (\$5,000,000).
 - 6.1.2 Liability insurance for sudden and accidental environmental contamination with minimum limits of Five Hundred Thousand Dollars

(\$500,000) and providing coverage for claims discovered within three (3) years after the term of the policy.

6.1.3 Automobile liability insurance in an amount not less than One Million Dollars (\$1,000,000).

6.1.4 Workers' compensation and employer's liability insurance with statutory limits, and any applicable Federal insurance of a similar nature.

6.1.5 The coverage amounts set forth above may be met by a combination of underlying (primary) and umbrella policies so long as in combination the limits equal or exceed those stated. If more than one insurance policy is purchased to provide the coverage amounts set forth above, then all policies providing coverage limits excess to the primary policy shall provide drop down coverage to the first dollar of coverage and other contractual obligations of the primary policy, should the primary policy carrier not be able to perform any of its contractual obligations or not be collectible for any of its coverages for any reason during the Term, or (when longer) for as long as coverage could have been available pursuant to the terms and conditions of the primary policy.

6.2 Additional Insured. Municipality shall be named as an additional insured on all policies (other than worker's compensation and employer's liability). All insurance policies shall provide that they shall not be canceled, modified or not renewed unless the insurance carrier provides thirty (30) days prior written notice to Municipality. Permittee shall annually provide Municipality with a certificate of insurance evidencing such coverage. All insurance policies (other than environmental contamination, workers' compensation and employer's liability insurance) shall be written on an occurrence basis and not on a claims made basis.

6.3 Qualified Insurers. All insurance shall be issued by insurance carriers licensed to do business by the State of Michigan or by surplus line carriers on the Michigan Insurance Commission approved list of companies qualified to do business in Michigan. All insurance and surplus line carriers shall be rated A+ or better by A.M. Best Company.

6.4 Deductibles. If the insurance policies required by this Part 6 are written with retainages or deductibles in excess of \$50,000, they shall be approved by Manager in advance in writing. Permittee shall indemnify and save harmless Municipality from and against the payment of any deductible and from the payment of any premium on any insurance policy required to be furnished hereunder.

6.5 Contractors. Permittee's contractors and subcontractors working in the Public Right-of-Way shall carry in full force and effect commercial general liability, environmental contamination liability, automobile liability and workers'

compensation and employer liability insurance which complies with all terms of this Part 6. In the alternative, Permittee, at its expense, may provide such coverages for any or all its contractors or subcontractors (such as by adding them to Permittee's policies).

- 6.6 Insurance Primary. Permittee's insurance coverage shall be primary insurance with respect to Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions (collectively "them"). Any insurance or self-insurance maintained by any of them shall be in excess of Permittee's insurance and shall not contribute to it (where "insurance or self-insurance maintained by any of them" includes any contract or agreement providing any type of indemnification or defense obligation provided to, or for the benefit of them, from any source, and includes any self-insurance program or policy, or self-insured retention or deductible by, for or on behalf of them).

7 Term

7.1 Term. The term ("Term") of this Permit shall be until the earlier of:

7.1.1 5 Years [five years or less] from the Date of Issuance; or

7.1.2 When the Telecommunication Facilities has not been used to provide telecommunications services for a period of one hundred and eighty (180) days by Permittee or a successor or an assignee of Permittee; or

7.1.3 When Permittee, at its election and with or without cause, delivers written notice of termination to Municipality at least one-hundred and eighty (180) days prior to the date of such termination; or

7.1.4 Upon either Permittee or Municipality giving written notice to the other of the occurrence or existence of a default by the other party under Sections 4.8, 6, 8 or 9 of this Permit and such defaulting party failing to cure, or commence good faith efforts to cure, such default within sixty (60) days (or such shorter period of time provided elsewhere in this Permit) after delivery of such notice; or

7.1.5 Unless Manager grants a written extension, one year from the Date of Issuance if prior thereto Permittee has not started the construction and installation of the Telecommunication Facilities within the Public Right-of-Way and two years from the Date of Issuance if by such time construction and installation of the Telecommunication Facilities is not complete.

8 Performance Bond or Letter of Credit

8.1 Municipal Requirement. Municipality may require Permittee to post a bond (or letter of credit) as provided in Section 15(3) of the METRO Act, as amended [MCL § 484.3115(3)].

9 Fees

9.1 Establishment; Reservation. The METRO Act shall control the establishment of right-of-way fees. The parties reserve their respective rights regarding the nature and amount of any fees which may be charged by Municipality in connection with the Public Right-of-Way.

10 Removal

10.1 Removal; Underground. As soon as practicable after the Term, Permittee or its successors and assigns shall remove any underground cable or other portions of the Telecommunication Facilities from the Public Right-of-Way which has been installed in such a manner that it can be removed without trenching or other opening of the Public Right-of-Way. Permittee shall not remove any underground cable or other portions of the Telecommunication Facilities which requires trenching or other opening of the Public Right-of-Way except with the prior written approval of Manager. All removals shall be at Permittee's sole cost and expense.

10.1.1 For purposes of this Part 10, "cable" means any wire, coaxial cable, fiber optic cable, feed wire or pull wire.

10.2 Removal; Above Ground. As soon as practicable after the Term, Permittee, or its successor or assigns at its sole cost and expense, shall, unless waived in writing by Manager, remove from the Public Right-of-Way all above ground elements of its Telecommunication Facilities, including but not limited to poles, pedestal mounted terminal boxes, and lines attached to or suspended from poles.

10.3 Schedule. The schedule and timing of removal shall be subject to approval by Manager. Unless extended by Manager, removal shall be completed not later than twelve (12) months following the Term. Portions of the Telecommunication Facilities in the Public Right-of-Way which are not removed within such time period shall be deemed abandoned and, at the option of Municipality exercised by written notice to Permittee as set forth in Part 12, title to the portions described in such notice shall vest in Municipality.

11 Assignment. Permittee may assign or transfer its rights under this Permit, or the persons or entities controlling Permittee may change, in whole or in part, voluntarily, involuntarily, or by operation of law, including by merger or consolidation, change in the ownership or control of Permittee's business, or by other means, subject to the following:

- 11.1 No such transfer or assignment or change in the control of Permittee shall be effective under this Permit, without Municipality's prior approval (not to be unreasonably withheld), during the time period from the Date of Issuance until the completion of the construction of the Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A.
- 11.2 After the completion of such construction, Permittee must provide notice to Municipality of such transfer, assignment or change in control no later than thirty (30) days after such occurrence; provided, however,
- 11.2.1 Any transferee or assignee of this Permit shall be qualified to perform under its terms and conditions and comply with applicable law; shall be subject to the obligations of this Permit, including responsibility for any defaults which occurred prior to the transfer or assignment; shall supply Municipality with the information required under Section 3.1; and shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary, and
- 11.2.2 In the event of a change in control, it shall not be to an entity lacking the qualifications to assure Permittee's ability to perform under the terms and conditions of this Permit and comply with applicable law; and Permittee shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary.
- 11.3 Permittee may grant a security interest in this Permit, its rights thereunder or the Telecommunication Facilities at any time without notifying Municipality.

12 Notices

- 12.1 Notices. All notices under this Permit shall be given as follows:
- 12.1.1 If to Municipality, to Tara Brown, 200 N. First Street, Brighton, MI, 48116 with a copy to Kristopher Tobbe, 304 E Grand River Ave., Howell, MI 48843, (517) 540-8811, KTobbe@livgov.com.
- 12.1.2 If to Permittee, to Kristopher Tobbe, 304 E Grand River Ave., Howell, MI 48843, (517) 540-8811, KTobbe@livgov.com, with a copy to Enrique Pinava, 3100 Lexington Glen, Monclova, OH 43542, epinava@eX2thetechology.com
- 12.2 Change of Address. Permittee and Municipality may change its address or personnel for the receipt of notices at any time by giving notice thereof to the other as set forth above.

13 Other items

- 13.1 No Cable, OVS. This Permit does not authorize Permittee to provide commercial cable type services to the public, such as “cable service” or the services of an “open video system operator” (as such terms are defined in the Federal Communications Act of 1934 and implementing regulations, currently 47 U.S.C. §§ 522 (6), 573 and 47 CFR § 76.1500).
- 13.2 Effectiveness. This Permit shall become effective when Permittee has provided any insurance certificates and bonds required in Parts 6 and 8, and signed the acknowledgement of receipt, below.
- 13.3 Authority. This Permit satisfies the requirement for a permit under Section 5 of the METRO Act [MCL 484.3105].
- 13.4 Interpretation and Severability. The provisions of this Permit shall be liberally construed to protect and preserve the peace, health, safety and welfare of the public, and should any provision or section of this Permit be held unconstitutional, invalid, overbroad or otherwise unenforceable, such determination/holding shall not be construed as affecting the validity of any of the remaining conditions of this Permit. If any provision in this Permit is found to be partially overbroad, unenforceable, or invalid, Permittee and Municipality may nevertheless enforce such provision to the extent permitted under applicable law.
- 13.5 Governing Law. This Permit shall be governed by the laws of the State of Michigan.

City of Brighton

By: _____
Its: **City Manager**
Date:

Acknowledgement of Receipt: Permittee acknowledges receipt of this Permit granted by Municipality.

Livingston County Fiber Network

By: **Nathan Burd**
Its: **County Administrator**
Date: _____

Exhibit A

Public Right-of-Way to be Used by Telecommunication Facilities

Exhibit B

Bond

::ODMA\PCDOCS\GRR\764521\3



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/29/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

Table with PRODUCER (Miller Insurance Group), CONTACT NAME, PHONE, FAX, E-MAIL ADDRESS, INSURER(S) AFFORDING COVERAGE, and NAIC #.

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

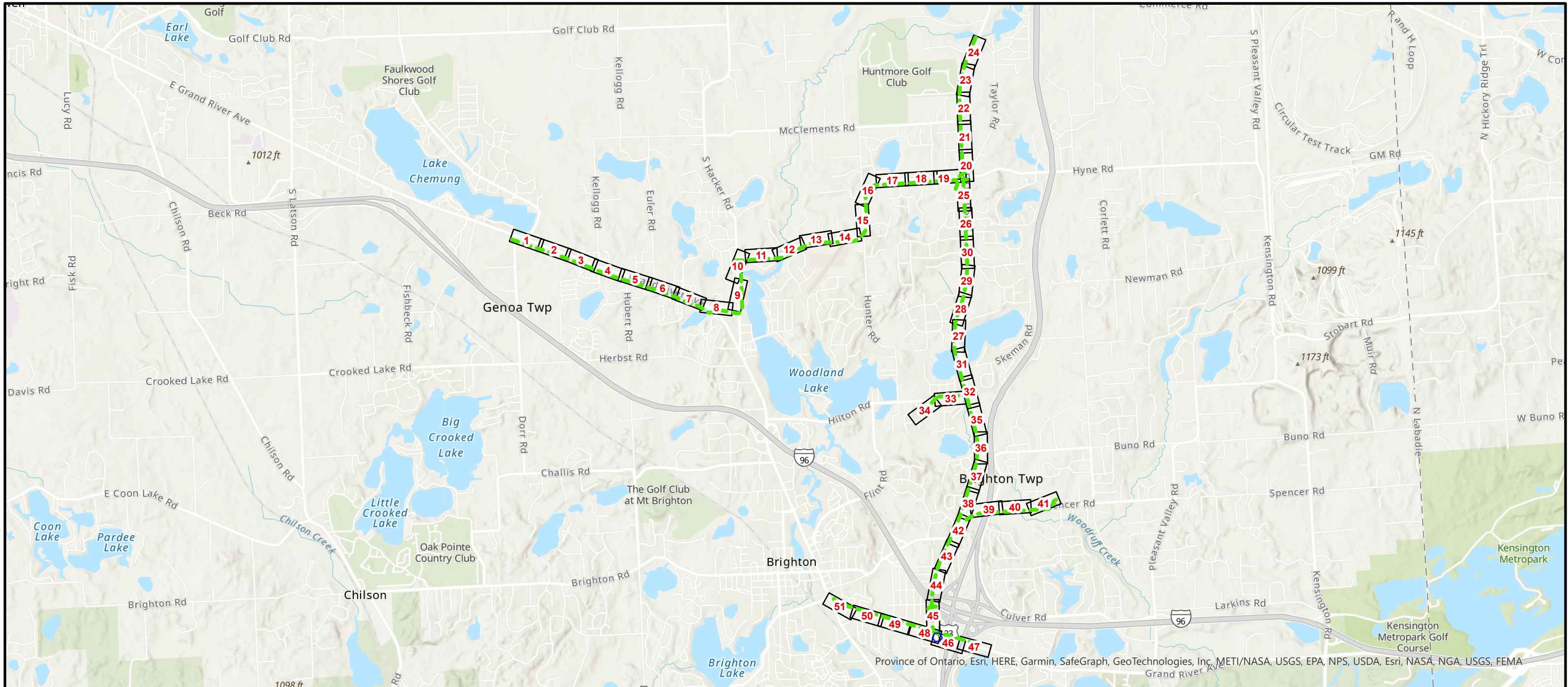
Main table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes rows for Commercial General Liability, Automobile Liability, Umbrella Liab, Workers Compensation, and Leased/Rented Equip.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

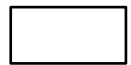


CANCELLATION

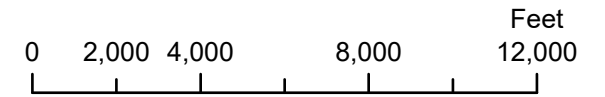
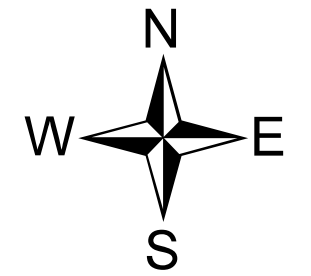
Table with CERTIFICATE HOLDER (City of Brighton) and CANCELLATION (Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.)



Livingston Co., MI

Construction Phase 4

-  Grid
-  Cabinet
-  Underground



Province of Ontario, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc., METI/NASA, USGS, EPA, NPS, USDA, Esri, NASA, NGA, USGS, FEMA

E:\Vivacity\322-304 Livingston County - Documents\EX2 Internal\08 Engineering\Design Deliverables\Typical Drawings\DWG\LIVCO-BB-02-A COVER.dwg

General Notes

1. In the event that discrepancies between the documents and the site conditions are discovered before the bids are submitted, the Contractor shall immediately report them to the Engineering Consultant in writing.
2. All work shall be performed in accordance with specifications of the Authorities having jurisdiction in the work zone. Contractor shall have copies of the approved Permit at the jobsite at all times.
3. Safety precautions shall be followed at all times to prevent accidents to the Contractor's personnel and to the Owner's staff and agents.
4. Contractor shall be responsible for, and replace, repair, make good, and pay for damages caused by their actions.
5. Contractor shall be responsible for protection of tools and material and shall assume full responsibility for loss, at no expense to the Owner.
6. All construction crews need to have their vehicles clearly labeled with their company name. All vehicles shall be legally parked or contained with a barricaded work zone at all times.
7. CONTRACTOR shall avoid boring through or otherwise installing facilities through existing sewer pipes and manholes. Any damages to sewer facilities shall be remedied to the satisfaction of the Permitting entity immediately.
8. CONTRACTOR shall correct any settlement of patching, panel replacements, or earth backfill associated with any operation related to the installation of CONTRACTOR facilities.
9. CONTRACTOR shall be responsible for arranging and managing all utility locates and the removal of all utility locate flags from the site upon completion of work.
10. CONTRACTOR agrees to and understands the following requirements along with any other state, federal, or local laws, ordinances, codes, or regulations that may be applicable.
11. Potholing:
 - i. All holes in pavements, sidewalks, driveways or other similar hard surfacing shall be neatly cut core holes not greater than 12" in diameter or square
 - ii. Upon completion of locating subsurface facilities, the subsurface void shall be backfilled with flowable fill or a material acceptable to the Permitting entity. All subsurface backfill shall be cohesive, self-compacting materials capable of bonding to or expanding to create a reasonably impermeable connection with surrounding materials and provide suitable support to avoid settlement, water migration, or pavement deflection. Fill to the bottom of pavement or within 12" of the top of the surrounding ground in turf/soft-surfaced areas. Backfilling operations shall correct any voids due to sloughing of surrounding materials.
 - iii. The finished surface shall be patched or removed and replaced as outline below within 48 hours for core hole patching, 72 hours for arterial and collector roadways and within 5 days on local and residential roadways.
 - iv. All grout used for core hole filling shall be a commercially available, non-shrink construction grout
 - v. All concrete used for panel replacements shall be an approved, plant produced concrete mix
 - vi. All concrete panel replacement joints or asphalt patches larger than a core hole shall be sealed along the perimeter using a bituminous tar sealant acceptable to the Permitting entity.
13. Concrete Roadways, Parking Lanes, Driveways, and Parking Lots
 - i. Single core hole >4' away from a joint - patch hole within 48 hours using grout struck off 0-1/4" below top of pavement
 - ii. Replace 1/2 panel (width or length) for any panels having:
 - Core holes within 4' of a joint.
 - Multiple core holes in the same half of the panel regardless of location to the joint
14. Core holes that are expanded to allow for adjacent investigations
 - iii. Replace the full panel using an approved, plant produced concrete mix for any panels having core holes in 3 or 4 quadrants of the panel

15. Asphalt-surfaced or full depth Asphalt Roadways, Parking Lanes, Driveways, and Parking Lots
 - ii. patch hole within 48 hours using a grout struck off 0-1/4" below top of pavement or a combination of grout topped with a 1 1/2"-2" asphalt hot mix or cold mix patch.
16. Sidewalks
 - i. Replace full panel for any panels disturbed by subsurface investigation work.
17. Grassed/Soft Surfaced Area
 - i. Cap the subsurface backfill with 12" of compacted topsoil covered with seed and erosion control blanket or sod the area as directed by the Permitting entity.

Paved Road Break Notes for Livingston County Road Commission Roads:

1. The pavement break must be a minimum of 30' long and extend to the full width of the lane.
2. The pavement restoration shall consist of a minimum of 3" HMA, 7" 21AA limestone, and 6" CL II sand per current MDOT specifications for construction.
3. Final pavement restoration should be completed within 48 hours of the pavement break.
4. Tthe utility company/contractor shall maintain the temporary patch.
5. The open cut of the road must be performed before October 15, and restored within 48 hours. If it cannot be performed before October 15, the applicant and/or contractor must wait until after May 1 of the succeeding year to start the work covered in this permit.



EXCELLENCE IN
EXECUTION
1044 N 115TH ST, Suite 200
Omaha, NE 68154
402-506-9648

DRAWN BY: ---	CHECKED BY: ERP
------------------	--------------------

SUBMITTALS		
DATE	DESCRIPTION	REV
10/5/23	PERMITS	0

LIVINGSTON
COUNTY FIBER
DESIGN

PROJECT NO.

22-304

SHEET TITLE

GENERAL
NOTES

ENGINEER STAMP

SHEET NUMBER

E:\Vivacity\322-304 Livingston County - Documents\EX2 Internal\08 Engineering\Design Deliverables\Typical Drawings\DWG\LIVCO-BB-02-A COVER.dwg

GENERAL SAFETY REQUIREMENTS

- Workers shall not be under the influence of intoxicants, drugs, or any substance which may impair sense of alertness.
- Scuffling, horseplay, practical jokes, and all conduct of a similar nature is prohibited.
- Indecent or abusive language is prohibited.
- Good housekeeping is of the utmost importance in the prevention of accidents and fires. Workers shall keep their work areas and vehicles in a neat and orderly condition. Clean-up shall be conducted on a daily basis.
- Leaving waste or garbage in and around work area is prohibited. Each contractor shall provide its own refuse containers at the work site, which shall be dumped on a daily basis.
- Established right of way, property and building access routes shall be used. Care shall be taken to avoid any damage to or disruption of private or public property.
- Objects which constitute a slipping or tripping hazard shall not be left in walking areas.
- Workers shall not wear or use anything which impairs vision or hearing. Personal radios and headphones are prohibited.
- All power line wires shall be considered dangerous, and of high voltage, unless informed to the contrary by proper authority.
- If equipment is left with the engine running, it must be in neutral gear with brakes set; and if equipped with blade, pan, or bucket, all equipment must be lowered to the ground.
- All machinery and equipment left on an unattended right-of-way shall be left inoperable and secured against movement with prior written approval from the property construction site owner.
- Workers shall not create and leave any condition at the work site that would interfere with water drainage.
- Safeguards and safety signs shall be kept in place and in good condition.
- Hard hats and safety shoes/composite toed boots are required upon entering any work site. Tennis shoes are not permitted. Other appropriate safety equipment (glasses, goggles, gloves, face shields) must be worn when regulations apply. When working in substations, Fire Resistant (FR) Clothing shall be worn at all times.
- Prior to starting work, each crew shall have a list of emergency numbers and addresses (hospital, police, fire department, etc.) on site to contact, when necessary.
- Each crew shall possess and maintain an OSHA approved First-aid kit (36 unit minimum), with mandatory snake bite kit.
- The CONTRACTOR shall immediately report any spills of HAZMAT materials, such as but not limited to (gasoline, diesel, hydraulic fluid, etc.), to the Engineer and all appropriate authorities. HAZMAT clean-up equipment and kits are required to be on hand at all times on every construction site.
- The CONTRACTOR shall have and maintain up to date Material Safety Data Sheets "MSDS" on every construction site.
- The CONTRACTOR must adhere to all pertinent OSHA safety regulations and requirements as well as any other city, county, state, utility or national regulations that apply at all times. It is the CONTRACTORS responsibility to investigate and become certified where applicable. The CONTRACTOR shall contact each jurisdictional agency for safety requirements/certifications. Any near miss incident or accidents shall be immediately reported to the Engineer and all appropriate authorities.
- The CONTRACTOR shall provide and maintain proper fire extinguishing equipment at every construction site. The equipment shall be made available in all OSP operations. The CONTRACTOR shall follow all city, county, state, utility, national and all other pertinent governing fire safety action and prevention codes and regulations.



EXCELLENCE IN EXECUTION
1044 N 115TH ST, Suite 200
Omaha, NE 68154
402-506-9648

DRAWN BY: ---	CHECKED BY: ERP
------------------	--------------------

SUBMITTALS		
DATE	DESCRIPTION	REV
10/5/23	PERMITS	0

LIVINGSTON COUNTY FIBER DESIGN

PROJECT NO.
22-304

SHEET TITLE
GENERAL NOTES

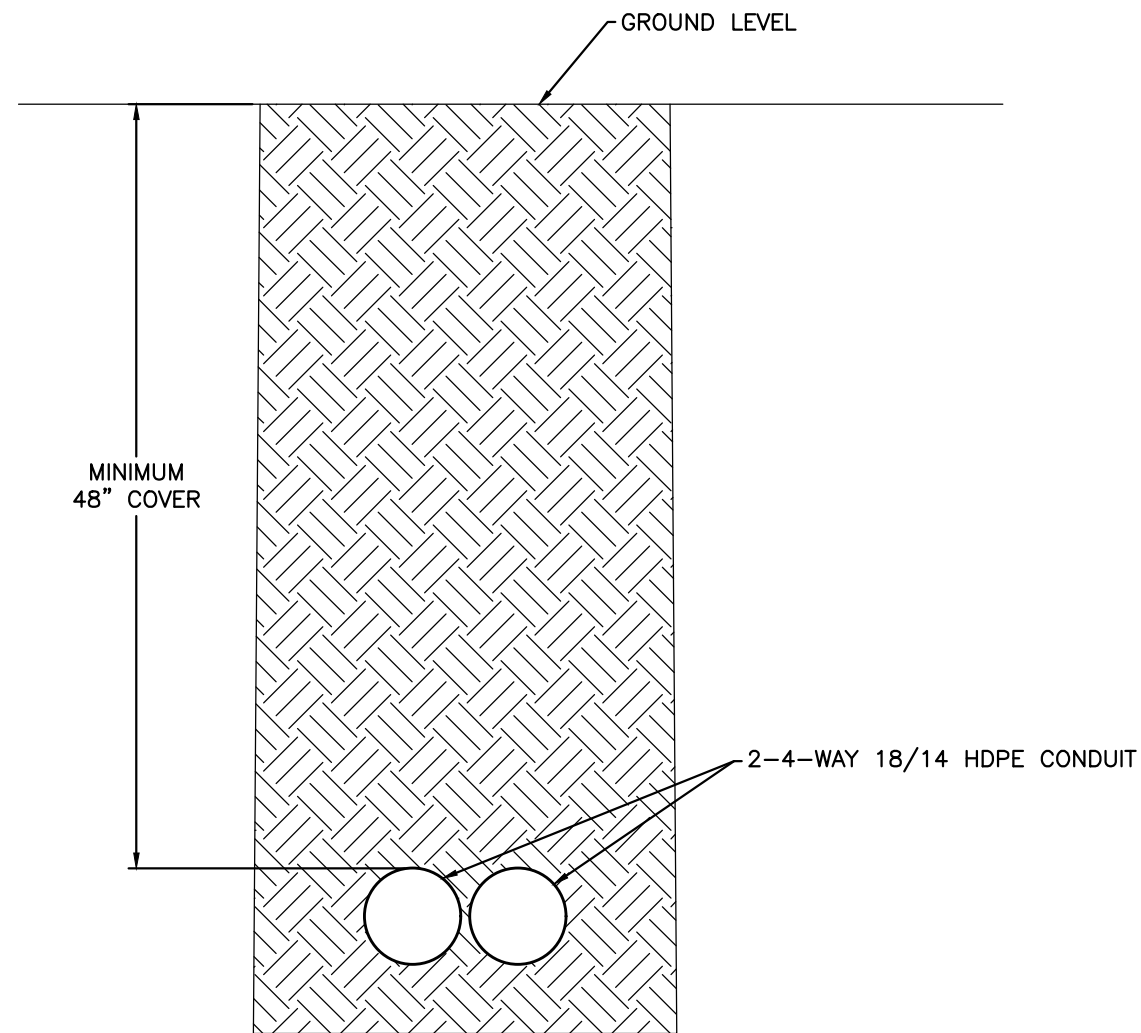
ENGINEER STAMP

SHEET NUMBER

E:\Vivacity\322-304 Livingston County - Documents\EX2 Internal\08 Engineering\Design Deliverables\Typical Drawings\DWG\LIVCO-BB-02-A COVER.dwg

NOTES:

1. ALL ROADWAY WORK SHALL FOLLOW MAINTENANCE OF TRAFFIC REQUIREMENT, PER THE CURRENT MMUTCD.
2. DIRECTIONAL DRILLING SHALL BE UTILIZED AS DESIRED BY CONTRACTOR TO MINIMIZE IMPACT TO TREES AND HORTICULTURAL ELEMENTS.



TYPICAL MAINLINE BORE DETAIL

NTS



EXCELLENCE IN EXECUTION
1044 N 115TH ST, Suite 200
Omaha, NE 68154
402-506-9648

DRAWN BY: ---	CHECKED BY: ERP
------------------	--------------------

SUBMITTALS		
DATE	DESCRIPTION	REV
10/5/23	PERMITS	0

LIVINGSTON COUNTY FIBER DESIGN

PROJECT NO.

22-304

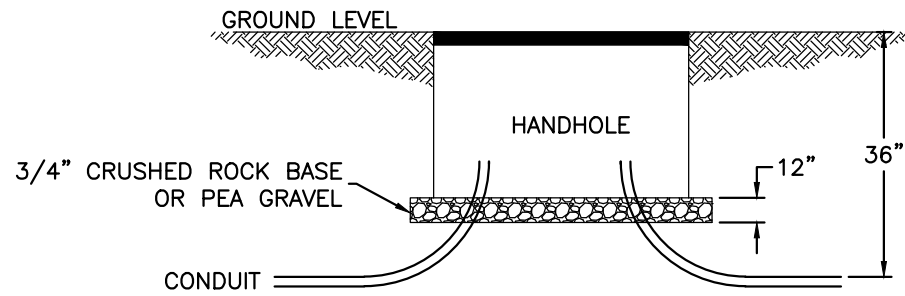
SHEET TITLE

TYPICAL BORE DETAILS

ENGINEER STAMP

SHEET NUMBER

E:\Vivacity\322-304 Livingston County - Documents\EX2 Internal\08 Engineering\Design Deliverables\Typical Drawings\DWG\LIVCO-BB-02-A COVER.dwg

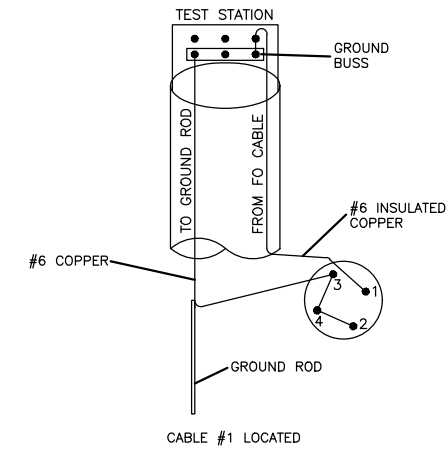


FLUSH MOUNT HANDHOLE INSTALLATION
NOT TO SCALE

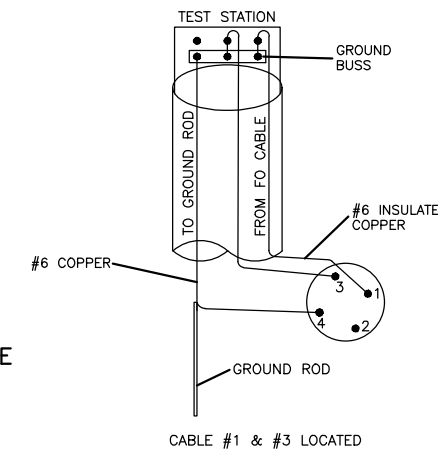
CONDUIT THAT SWEEPS INTO THE HANDHOLE MUST ENTER THE HANDHOLE FLUSH AND LEVEL TO AVOID FIBER MICRO BENDING. WHEN ENTERING A SHALLOW BOX, THE CHANGE IN THE ELEVATION OF THE CONDUIT RUN SHOULD BE KEPT AS SHORT AS POSSIBLE IN ORDER TO MAINTAIN MAXIMUM DEPTH.

NOTES:

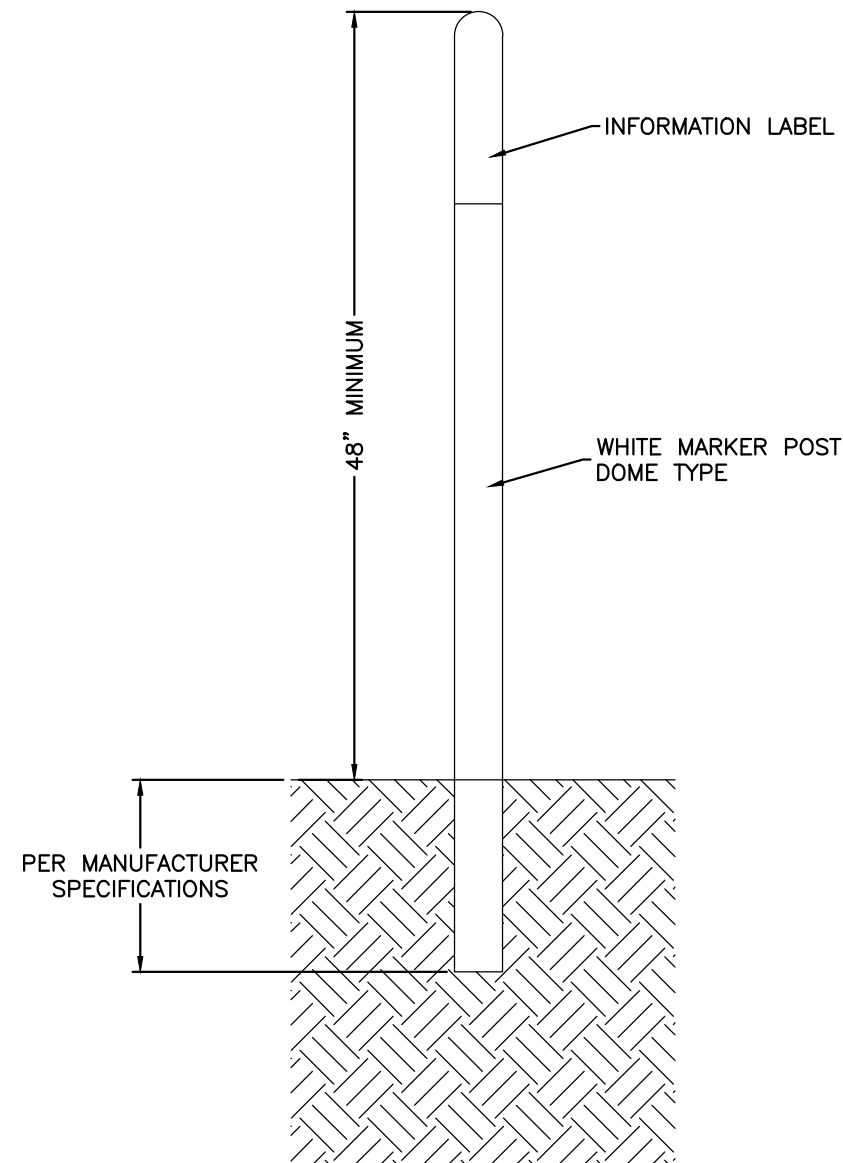
1. EXCAVATE THE EARTH APPROXIMATELY 12" DEEPER THAN THE DEPTH OF BOX. FILL ADDITIONAL DEPTH WITH CRUSHED ROCK OR PEA GRAVEL.
2. EXTEND CRUSHED ROCK OR PEA GRAVEL BASE BEYOND BOTTOM OUTSIDE EDGES OF VAULT.
3. WITH COVER ON BOX, FILL AND COMPACT SOIL.
4. SEE PLANS FOR HANDHOLE SIZE.
5. ASPHALT DRIVEWAY OR PARKING LOT LOCATIONS REQUIRE A MINIMUM LOAD OF 22.5K ON HANDHOLE. (NOT RECOMMENDED FOR ROADWAYS)
6. SIDEWALK (NON-TRAFFIC) LOCATIONS REQUIRE A MINIMUM LOAD OF 10K ON HANDHOLE



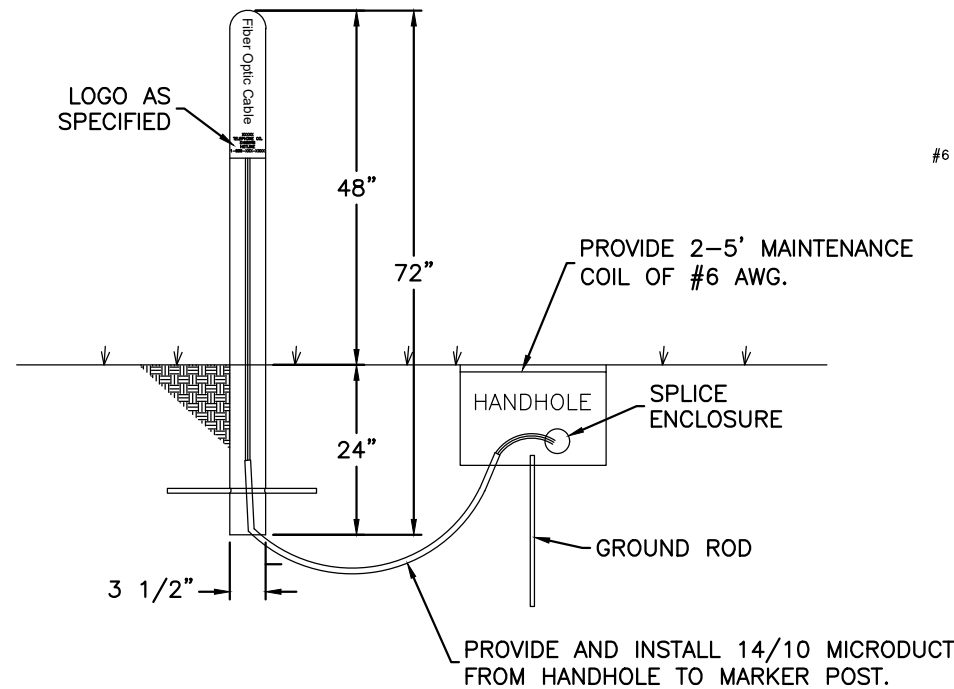
CABLE #1 LOCATED



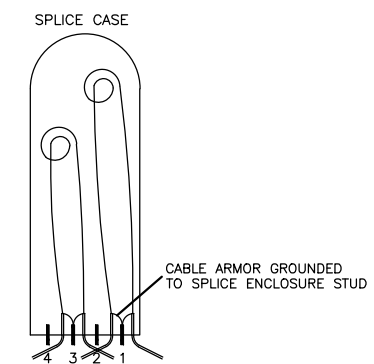
CABLE #1 & #3 LOCATED



**FIBER OPTIC RUNNING LINE
STANDARD LOCATION MARKER**



LOCATOR MARKER DETAIL
NOT TO SCALE



DRAWING ILLUSTRATES CABLE #1 IS USED FOR LOCATING AND THE SECOND CABLE IS NOT. IF THE SECOND CABLE IS TO BE LOCATED THEN THE GROUNDED WIRE SHOULD BE ISOLATED AT THE SPLICE ENCLOSURE STUD AND RUN TO THE TEST STATION THE SAME AS CABLE #1.



DRAWN BY:	CHECKED BY:
---	ERP

SUBMITTALS		
DATE	DESCRIPTION	REV
10/5/23	PERMITS	0

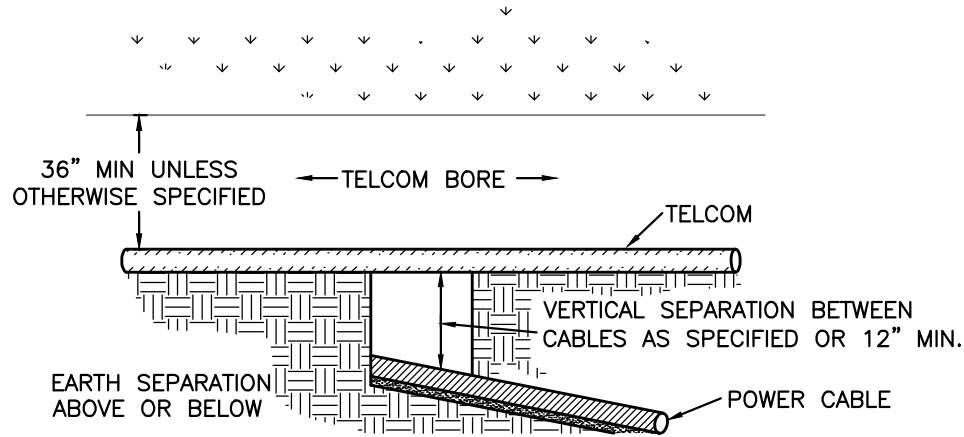
LIVINGSTON
COUNTY FIBER
DESIGN

PROJECT NO.
22-304

SHEET TITLE
MARKER POST
DETAILS

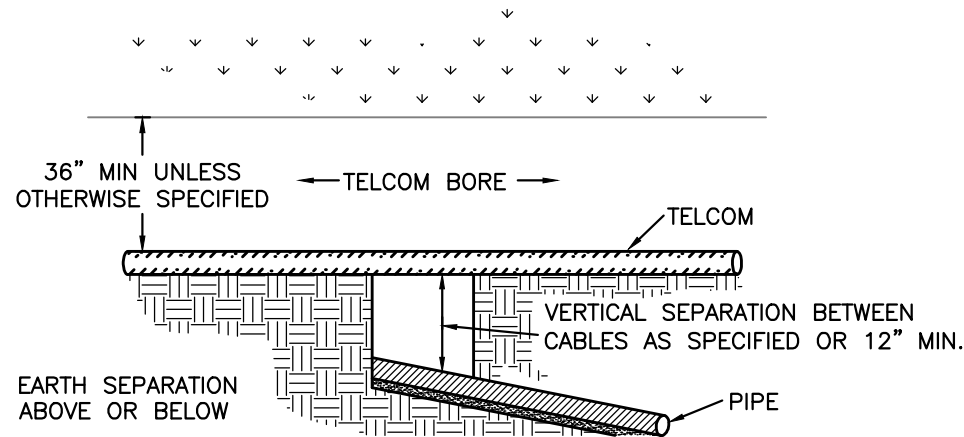
ENGINEER STAMP

SHEET NUMBER



1. LOCAL, STATE OR FEDERAL CODES MAY ALTER SPECIFICATIONS.
2. FOR CROSSINGS IDENTIFIED AS HAZARDOUS OR WITH EASEMENT REQUIREMENTS, CROSSINGS SHOULD BE IN ACCORDANCE WITH EXISTING SAFETY PROCEDURES, CODES AND OWNERS SPECIFICATIONS

TELCOM AND POWER FACILITIES MUST BE SEPARATED EITHER HORIZONTALLY BY 24" OR VERTICALLY BY 12"



UTILITY CROSSINGS:
12" MIN. WHEN CROSSING PIPES.
24" WHEN PARALLEL TO PIPES.

MINIMUM RECOMMENDED SEPARATION BETWEEN TELCOM CONDUIT/DUCT AND OUTSIDE SURFACE OF FOREIGN STRUCTURES.

TELCOM AND FOREIGN FACILITIES SEPARATION

NOT TO SCALE

DRAWN BY:	CHECKED BY:
---	ERP

SUBMITTALS		
DATE	DESCRIPTION	REV
10/5/23	PERMITS	0

LIVINGSTON COUNTY FIBER DESIGN

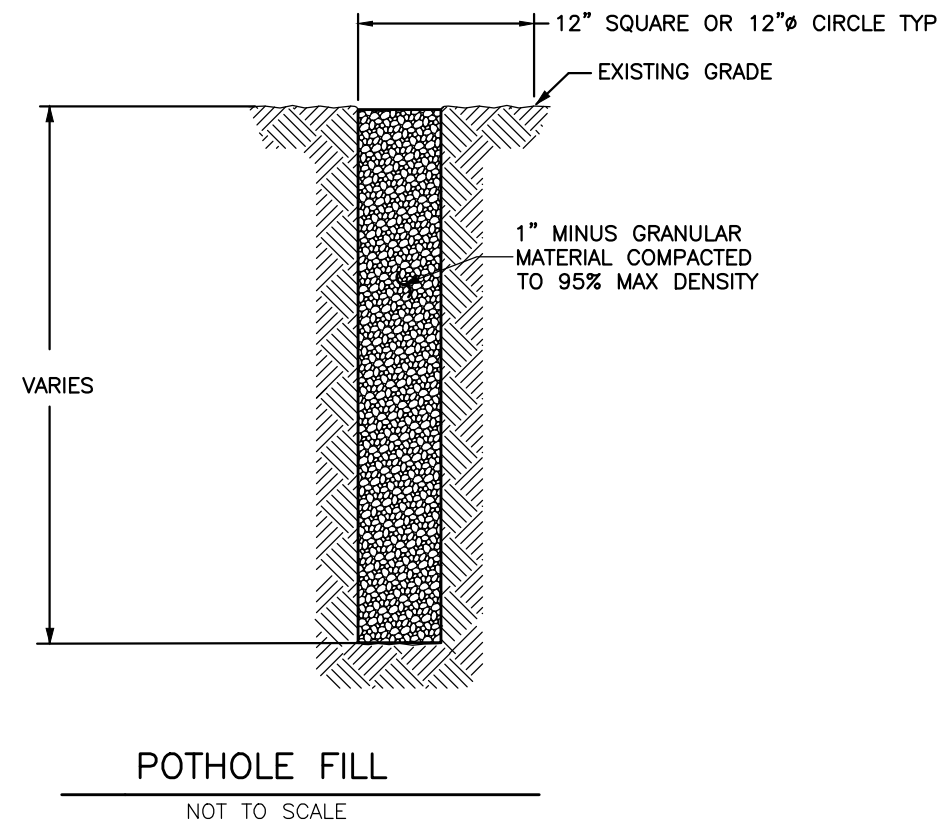
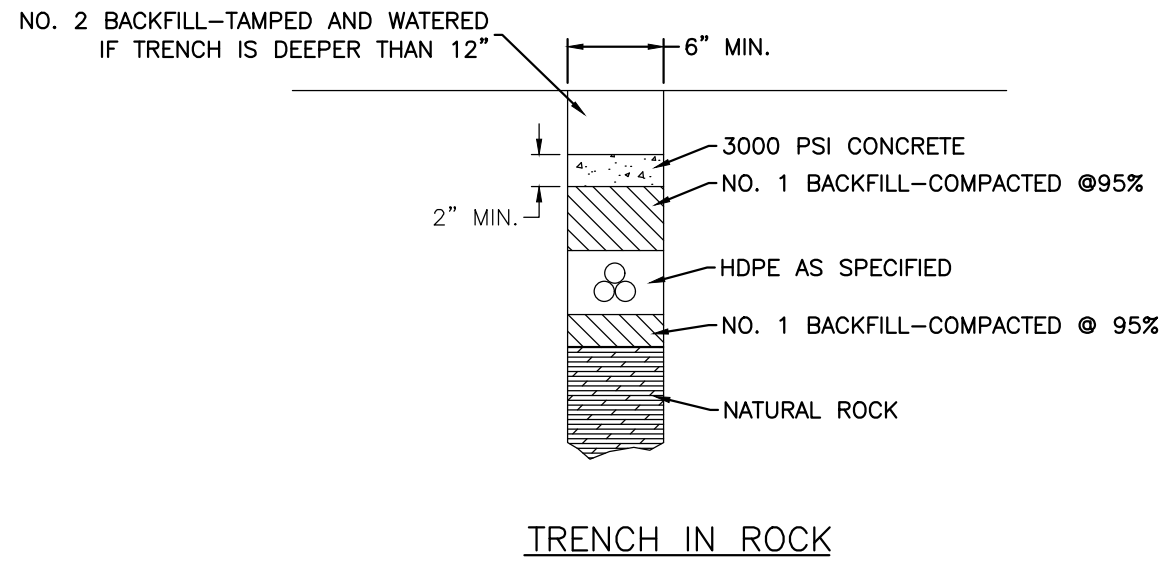
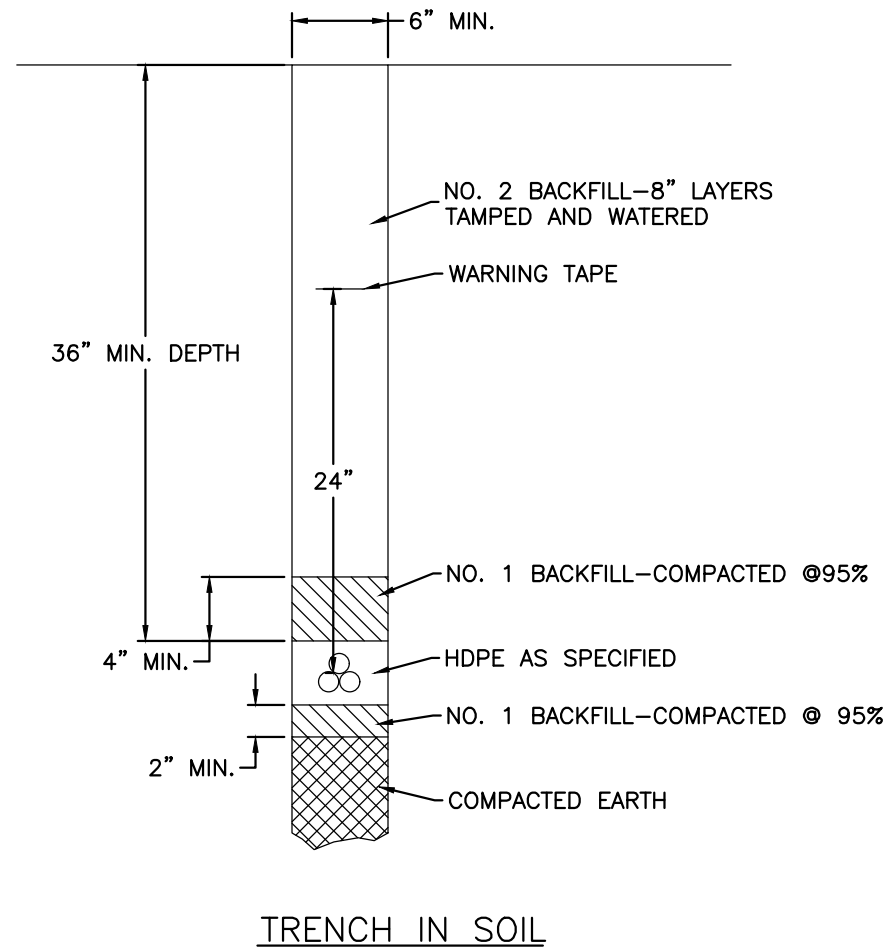
PROJECT NO.
22-304
SHEET TITLE
FACILITIES SEPARATION

ENGINEER STAMP

SHEET NUMBER

E:\Vivacity\322-304 Livingston County - Documents\EX2 Internal\08 Engineering\Design Deliverables\Typical Drawings\DWG\LIVCO-BB-02-A COVER.dwg

TYPICAL TRENCH AND POTHOLE:



DRAWN BY:	CHECKED BY:
---	ERP

SUBMITTALS		
DATE	DESCRIPTION	REV
10/5/23	PERMITS	0

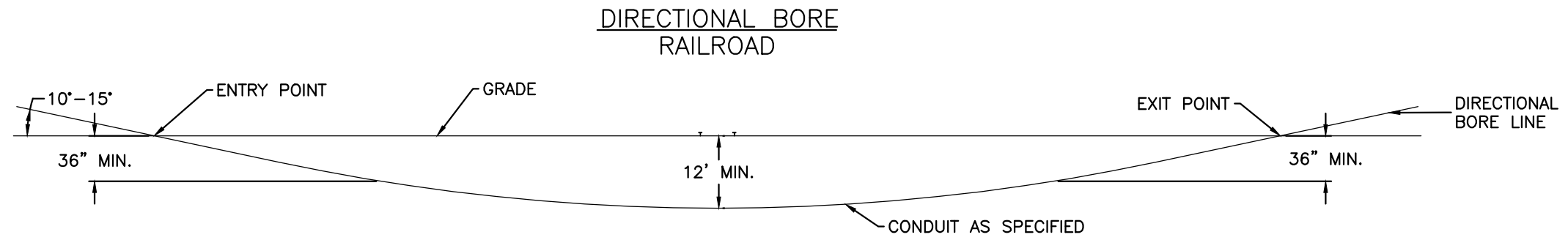
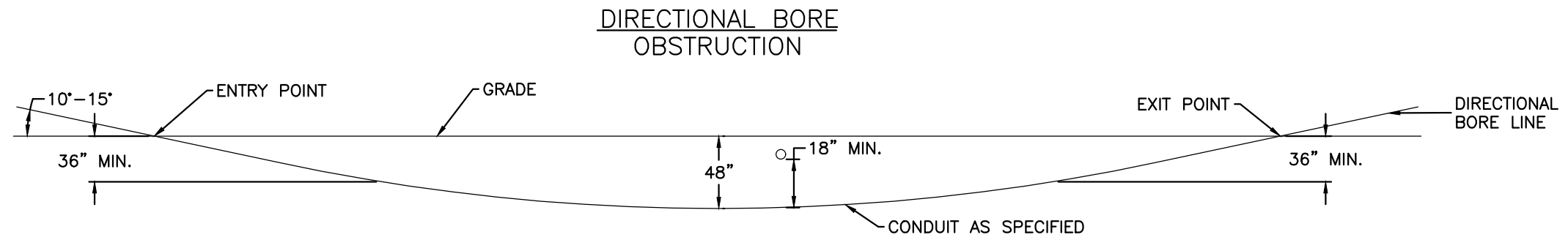
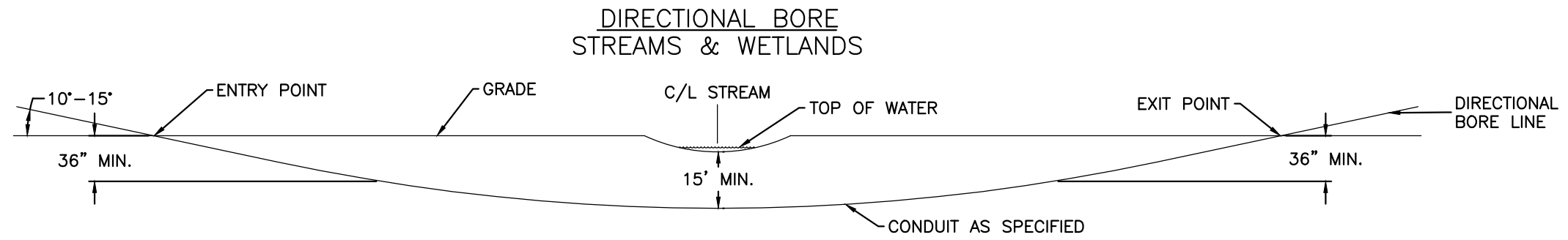
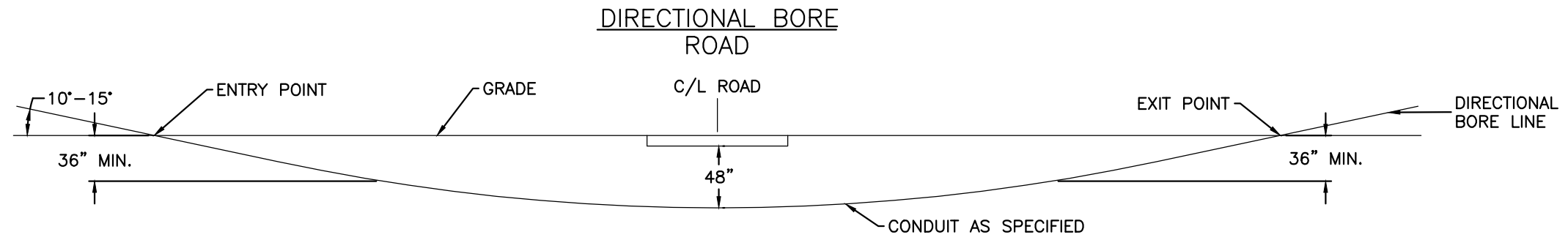
LIVINGSTON COUNTY FIBER DESIGN

PROJECT NO.
22-304

SHEET TITLE
TRENCH DETAILS

ENGINEER STAMP

SHEET NUMBER



DRAWN BY:	CHECKED BY:
---	ERP

SUBMITTALS		
DATE	DESCRIPTION	REV
10/5/23	PERMITS	0

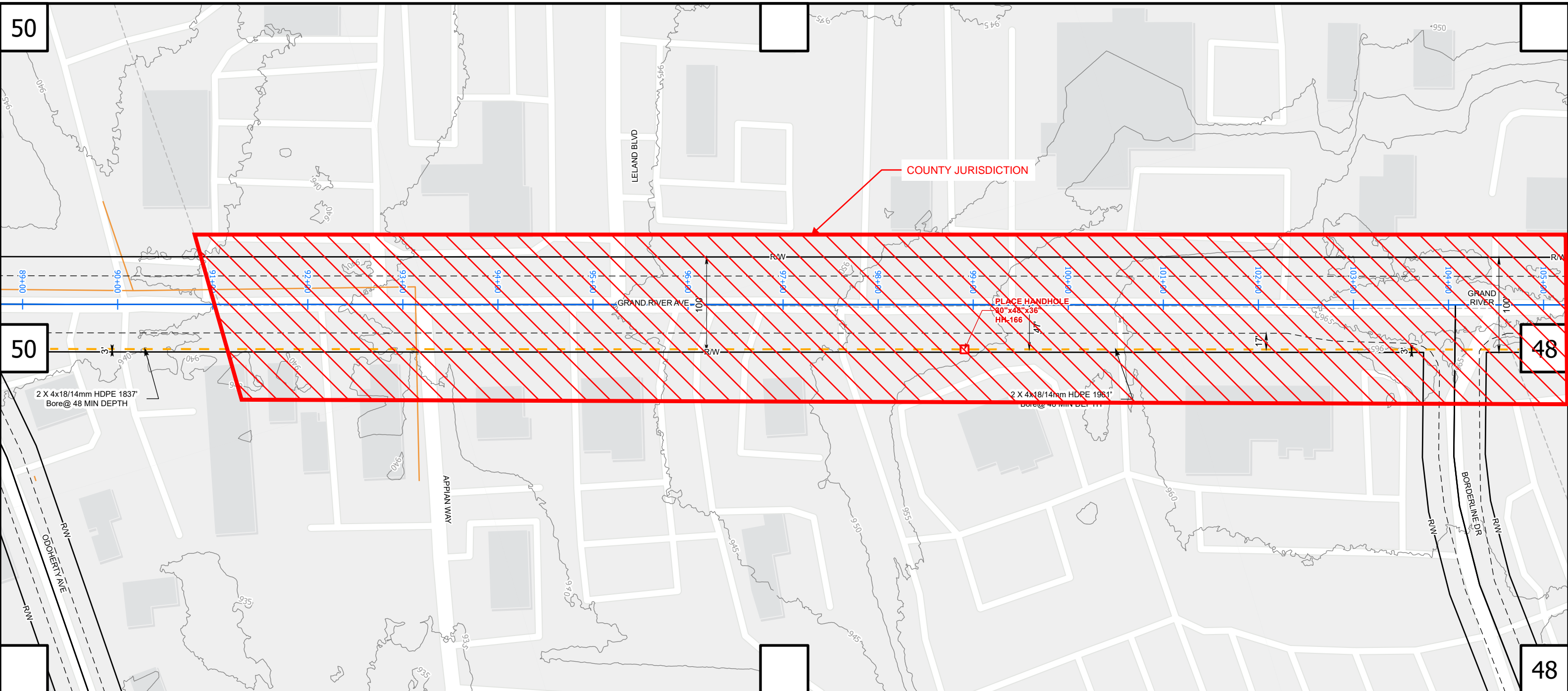
LIVINGSTON
COUNTY FIBER
DESIGN

PROJECT NO.
22-304

SHEET TITLE
BORE DETAILS

ENGINEER STAMP

SHEET NUMBER



Livingston Co., MI

Construction Phase 4

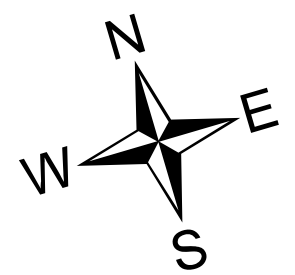
11/3/2023

Scale: 1:1,200

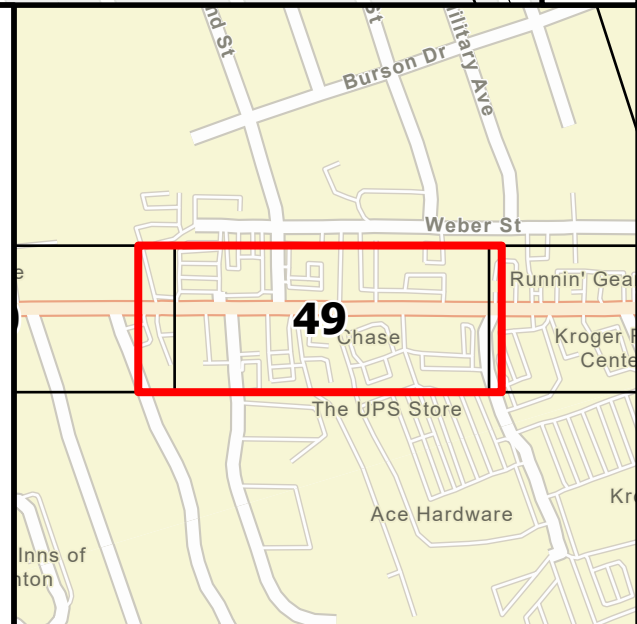
- Central Office
- Service Location
- Cabinet
- Handhole w/ Size
- MCA
- Reel End
- Drop Fiber
- UG Distribution Fiber
- UG Backbone Fiber
- Duct w/ Count & Length
- Stationing Line @ 100'
- Dimensions
- ROW
- Road Centerline
- Edge of Pavement
- Elevation Contours

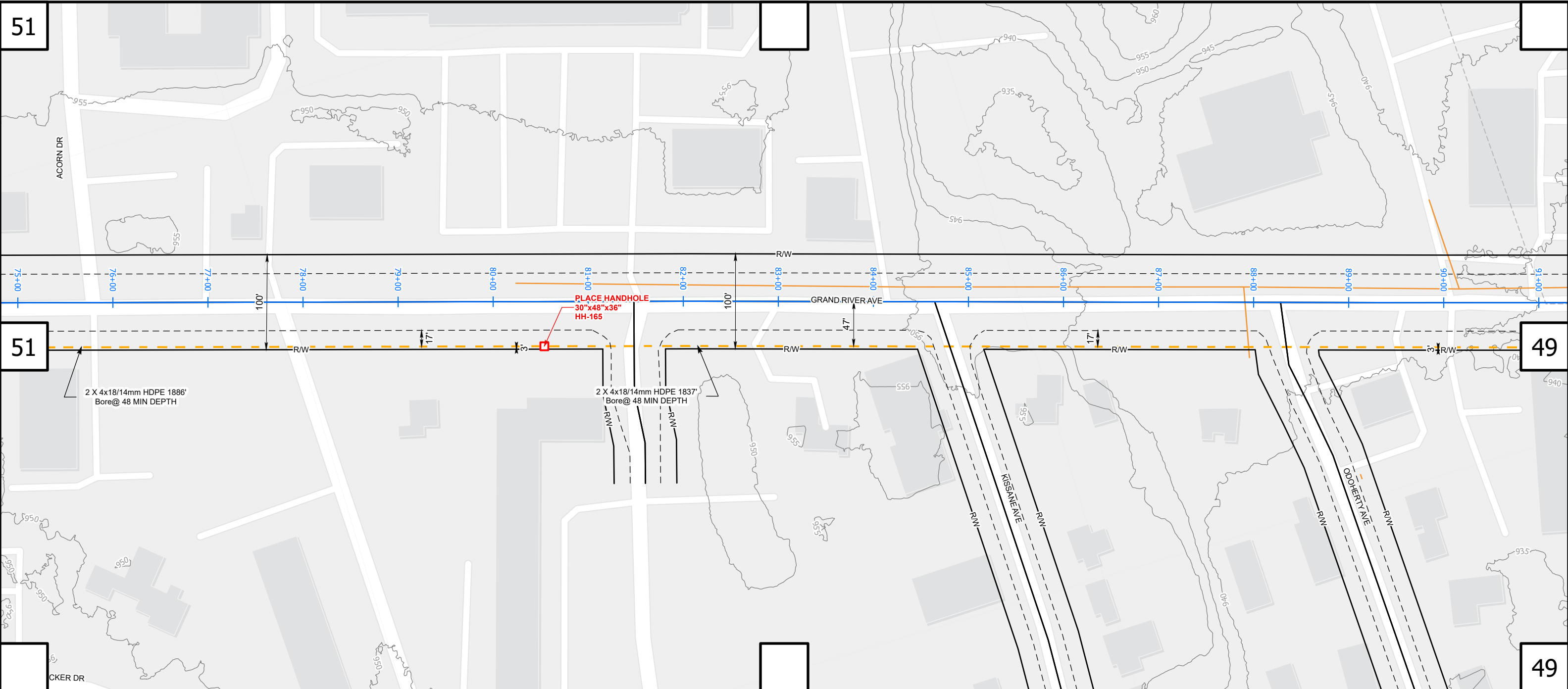
All Duct is (2) 4x18/14 mm HDPE

ROW information and all measurements are estimates based on public access information and will need to be verified on location before installation. It is the Contractor's responsibility to validate ROW upon installation of underground structures.



Grid: 49
Page 49 of 51

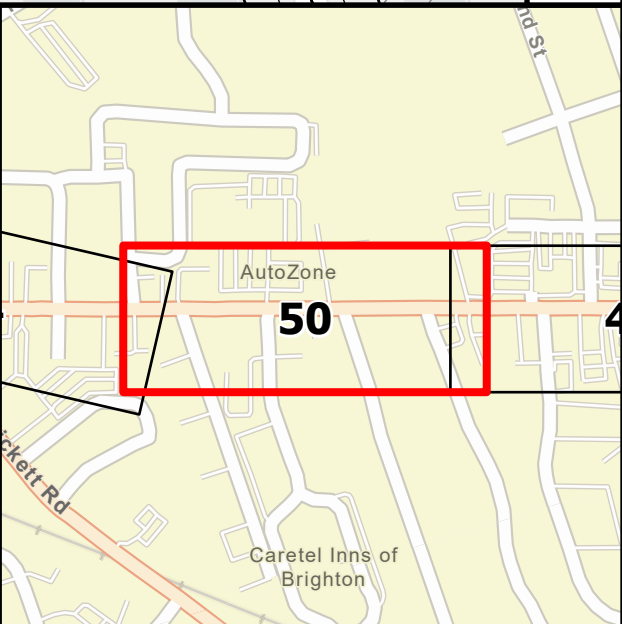
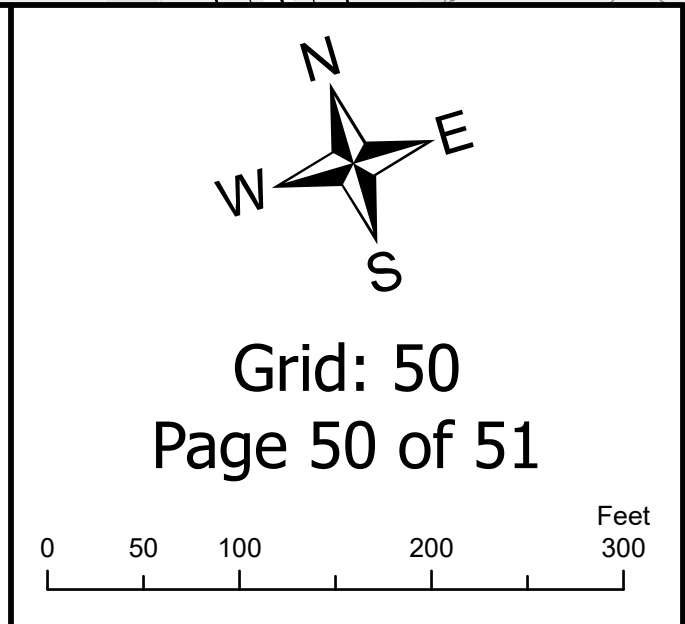


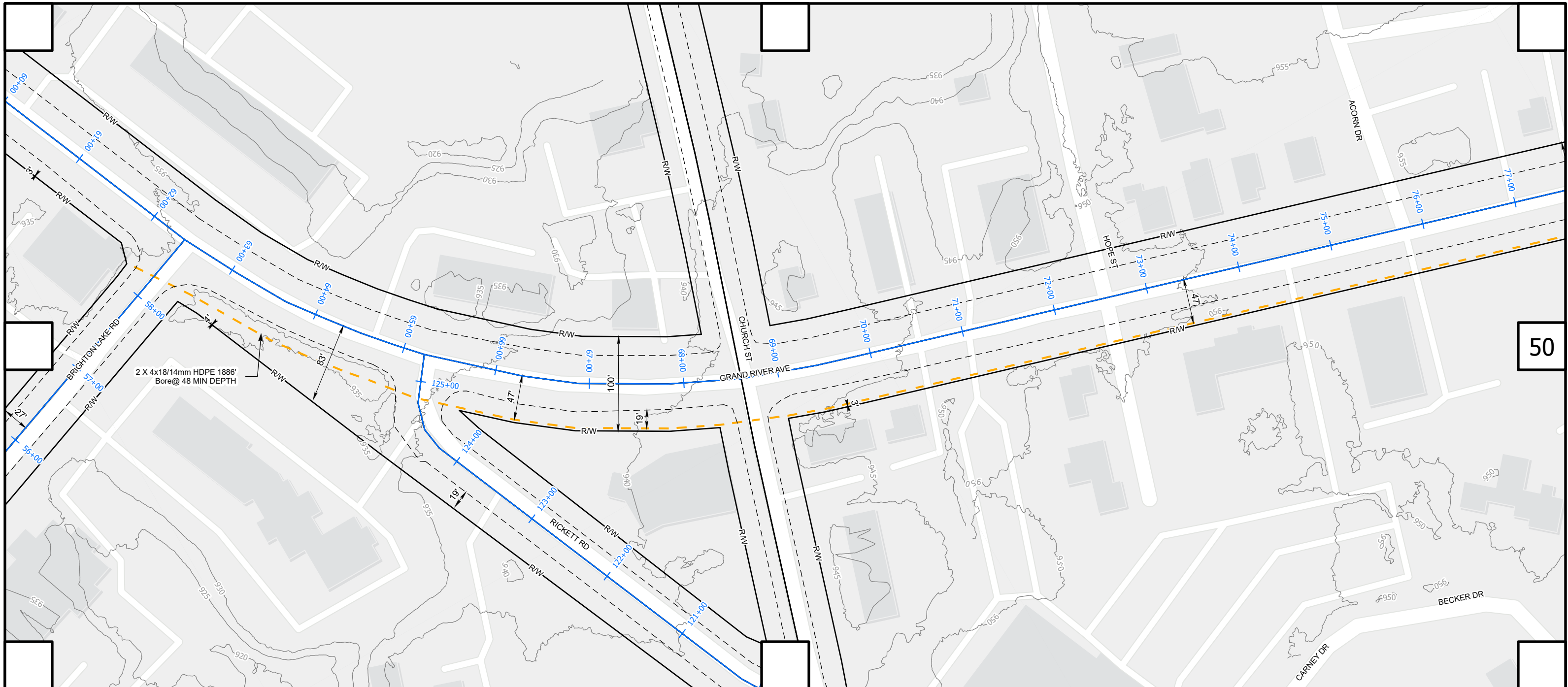


Livingston Co., MI
 Construction Phase 4
 11/3/2023
 Scale: 1:1,200

- Central Office
 - Service Location
 - Cabinet
 - Handhole w/ Size
 - MCA
 - Reel End
 - Drop Fiber
 - UG Distribution Fiber
 - UG Backbone Fiber
 - Duct w/ Count & Length
 - Stationing Line @ 100'
 - Dimensions
 - R/W
 - Road Centerline
 - Edge of Pavement
 - Elevation Contours
- All Duct is (2) 4x18/14 mm HDPE

ROW information and all measurements are estimates based on public access information and will need to be verified on location before installation. It is the Contractor's responsibility to validate ROW upon installation of underground structures.





Livingston Co., MI

Construction Phase 4

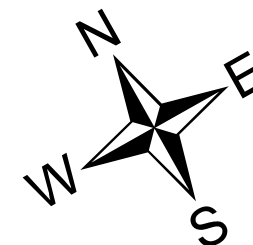
11/3/2023

Scale: 1:1,200

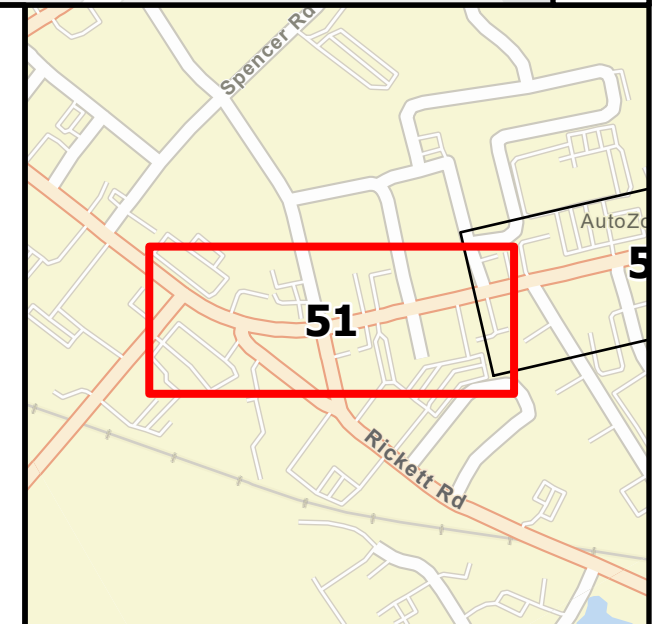
- Central Office
- Service Location
- Cabinet
- Handhole w/ Size
- MCA
- Reel End
- Drop Fiber
- UG Distribution Fiber
- UG Backbone Fiber
- Duct w/ Count & Length
- Stationing Line @ 100'
- Dimensions
- ROW
- Road Centerline
- Edge of Pavement
- Elevation Contours

All Duct is (2) 4x18/14 mm HDPE

ROW information and all measurements are estimates based on public access information and will need to be verified on location before installation. It is the Contractor's responsibility to validate ROW upon installation of underground structures.



Grid: 51
Page 51 of 51





City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

March 12, 2024

SUBJECT: **CONSIDER THE APPROVAL OF A BUDGET AMENDMENT IN THE AMOUNT OF \$100,000 FROM THE GENERAL FUND TO THE STREET FUNDS FOR SIDEWALK MAINTENANCE AND REPLACEMENT**

BACKGROUND

- For the past several years, City Council has approved funding for the sidewalk maintenance program. Two methods are used to reduce trip hazards on public sidewalks; one is the sidewalk trimming program and the other is the sidewalk remove and replace program (R&R).
- In the spring and summer of 2023, Staff expended a total of \$190,000 on sidewalk R&R, trimming and ADA intersection installations.
- The City currently has a contract with Luigi and Sons to perform sidewalk R&R. They will be here in mid-May to begin this year's work.

ADMINISTRATIVE SUMMARY

- Per City Council's request, we will be spending the current fiscal year's remaining \$98,000 in the Major Street Fund on sidewalk maintenance around the downtown and surrounding areas leading to it. With staff's initial review of repairs that need to be done in that area, the cost is estimated to be \$114,000, which is more than what is currently available. Repairing the sidewalks around downtown will not only provide safer pedestrian travel but will also enhance the significant investment made by last year's Streetscape Project. Also, staff would like to perform sidewalk repairs along the east side of Grand River that have not been included in past R&R programs.
- There is currently \$49,000 available in the Local Street Fund for sidewalk maintenance. This will allow the R&R of approximately 4,200 square feet of sidewalk in residential areas. Staff would like additional funding to be able to repair more sidewalks throughout the City.
- Staff will be asking for the customary annual funding of the sidewalk R&R program in the upcoming 2024-25 budget. We would like to keep that budget intact for the coming year. Last year, Luigi & Sons replaced all the sidewalk planned with the budgeted funds in a remarkably short time, and with the current funding, they will likely be done and out of the area before July 1st and will be unable to use next year's budget. They get very busy doing work for other municipalities and getting them to return this year may be difficult. With the new streetscape and upcoming civic events, staff believes moving forward with the Sidewalk R&R Program before the summer season begins would make it less disruptive for businesses and civic events. Therefore, we are asking for a budget amendment in the current year to fund this additional work while leaving next year's requested budget intact.

BUDGET INFORMATION

- There are sufficient funds available in the fund balance of the General Fund to transfer \$100,000 to the street funds. Staff would like to transfer \$50,000 to the Major Street Fund and \$50,000 to the Local Street Fund to cover sidewalk maintenance and replacement.

RECOMMENDATION

Approve two budgets 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.

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

March 12, 2024

SUBJECT: CONSIDER APPROVAL OF HUBBELL, ROTH & CLARK PROPOSALS FOR REHABILITATION DESIGN ENGINEERING OF NATIONAL FUNCTIONAL CLASSIFIED STREETS

BACKGROUND

- The majority of the local millage and bond funds have either been expended or earmarked for current projects, obtaining funding for future street rehabilitation or reconstruction will be imperative as staff continues to move forward in maintaining the City's infrastructure. In order to best use tax payer funds for getting expensive projects done, staff explores grant opportunities whenever possible. Over the past several years, the City has received an estimated \$3,697,000 in State and Federal grants, lessening the burden of taxpayers while improving street and street related projects.

ADMINISTRATIVE SUMMARY

- The City tries to take advantage of every funding opportunity; however, there are times when it is not possible. Last year, the City was contacted by the Livingston County Road Commission (LCRC) and offered approximately \$1.5 million dollars of grant funding. While we certainly had the need, taking advantage of Federal and State funding carries specific eligibility criteria. As part of the requirements, streets that would undergo construction must be listed as a National Functional Classification (NFC) roadway under the National Highway System. NFC rated streets are generally heavier traveled roads and do not include most local neighborhood streets. Additionally, any project using said funds would have to conform to more stringent reporting and auditing processes. While these requirements may create additional staff and consultant time needed for the project, the result is worth the effort.
- Grant opportunities like the one from the LCRC last year can also present timing issues. Quite often these funds become available when other communities' scheduled projects have been completed under budget or haven't taken place. Because of their funding nature, the entity being offered the funds must work within a tight timeframe to qualify, usually weeks. Unless there is already a pre-engineered project close to completion, following the State and Federal bid letting requirements would most likely eliminate the possibility of receiving funds. Staff would like to have design engineering close to completion for future projects in the event the City is offered funding again. Even if the opportunity does not present itself, any engineering that is completed can be used when a street project is planned in the future.
- Staff asked Hubbell, Roth & Clark, one of the City's preapproved engineers, for a design proposal that included seven streets. Staff focused on a list of NFC roadways that could quickly be let as a mill & overlay rehabilitation project. These streets require little or no utility work and would need the least amount of preparation to move forward. The following streets were determined to be the best choices based on location and street PASER rating. This list gives staff an option of where to start a project depending on factors that could affect its progress or completion (e.g. civic events or other street-related projects occurring in the City or surrounding townships).
 - Brighton Lake Road – from Grand River west to S. Third Street
 - Brighton Lake Road – from S. Third Street west to the City Limits
 - S. Third Street – from Main Street to Brighton Lake Road
 - Charles Orndorf Drive – from Grand River west to Library Drive
 - Library Drive – from Charles Orndorf to Challis Road
 - Flint Road – from Liberty Street to the City Limits
 - East Main Street – from East Street to Spencer

- West Main Street – from S. Second Street west to Seventh Street
- As part of the HRC’s responsibilities, they will be preparing plan sheets that are acceptable to be submitted to the Michigan Department of Transportation (MDOT) under Local Agency Program (LAP) requirements. The proposal also includes applications for the National Environmental Policy Act (NEPA), and State Historic Preservation Office (SHPO). Additionally, crash analysis and pavement cores will need to be submitted to be entered into the LAP Program.

BUDGET

- Funding for this project was not included in the current fiscal year’s budget. After discussions with the City Manager and Finance Director, it was determined we had remaining bond funds available to move forward with this request. HRC provided two proposals, the first with a do not exceed amount of \$75,116 that included rehabilitation for four streets, and the second with a do not exceed amount of \$64,190 that provided rehabilitation for three different streets. The proposals were split so that City Council has the opportunity to approve either one or both at this time.

RECOMMENDATION

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.

Prepared by: Marcel Goch, DPS Director

Reviewed by: Elizabeth Gaines, Finance Director (Required for all financial related agenda items)

- Within Budget
- Budget Amendment Necessary and In Proper Form (funding from remaining bond funds)
- Other _____

Reviewed &

Approved by: Gretchen Gomolka, City Manager

Attachments: HRC Proposals



March 4, 2024

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

Attn: Mr. Marcel Goch, Public Services Director
Re: Preliminary Design Engineering Services Proposal
Road Paving Improvements - Additional Roads

HRC Job No. 20240073

Dear Mr. Goch:

As requested, Hubbell, Roth & Clark, Inc. (HRC) is pleased to submit this preliminary design proposal to prepare plans and specification documents for the rehabilitation of three (3) streets within the City. All three streets will be rehabilitated utilizing cold milling and HMA overlay with miscellaneous curb and/or pavement replacement. Scope details for each street are listed below.

It is our understanding that the City wants the preliminary design completed (70% complete) so that the projects are ready for final design as future City budgets or other funding sources become available. It is intended that these plans and specifications can be prepared for a Grade Inspection (GI) submittal within 6-8 weeks. The work for these three streets will be prepared as if they will be bid as one project through MDOT's Local Agency Program (LAP) in the future.

The plans for this project will be developed without the use of topographic survey, but instead utilizing aerial photographs and typical details since the work will be performed between the existing curbs. No water or sanitary infrastructure work is included, and easement acquisition are not anticipated nor included with this project.

Understanding of Project

The following understanding for pavement rehabilitation is conceptual until HRC performs pavement cores. Once the cores are obtained, HRC will meet with the City to determine the final rehabilitation methods. Each street may also include curb and pavement repairs and sidewalk and ramp replacement.

Flint Road

The work on Flint Road is from North East Street to the City Limits, approximately 3,200 feet. The scope includes:

- 2 inch mill and HMA overlay

East Main Street

The work on Main Street is from South East Street Spencer Road, approximately 2,000 feet. The scope includes:

- 2" mill and HMA overlay

West Main Street

The work on West Main Street is from 2nd Street to 7th Street, approximately 1,700 feet. The scope includes:

- 2" mill and HMA overlay

Scope of Work

Each street will require maintenance of traffic (MOT) plans, pavement cores and MDOT permitting

HRC will undertake the following tasks for the preliminary design engineering of the proposed project

- Scope meeting – HRC will meet with City Staff to discuss and solidify the scope of project.
- Pavement cores – HRC will collect pavement cores on each street. HRC proposes the following number of cores
 - Flint Road - 7
 - East Main Street- 4
 - West Main Street - 4

- Developing plan sheets – Aerial photography will be used to create plans sheets. In addition, experienced personnel will walk each site to identify items that need to be addressed, including but not limited to, curb and pavement replacement locations, ponding water, and review of sidewalk ramps for ADA compliance. If any items are found to need repair, they will be included within the project unless otherwise decided by the City.
- Program Application – HRC will complete program application and submit to MDOT
- Crash Analysis – HRC will complete a crash analysis for all locations and submit to MDOT
- NEPA – HRC will complete the NEPA application and submit to MDOT
- SHPO – HRC will complete the SHPO application and requirements
- Preliminary plan review meeting – HRC will meet with City Staff to review the preliminary plans prior to submitting to MDOT's LAP. Preliminary plans will include approximately 70% complete plans, specifications, and construction estimate.

Work not included in our scope

- Topographic survey
- Water Main, Sanitary and Storm Sewer Improvements
- Private Utility coordination
- Existing utility information (public and private) – Existing utility information will not be researched or shown on the plans other than the existing City GIS information.
- Easement documents or acquisitions
- Final plans, Grade Inspection Meeting. Permits and bidding through MDOT LAP process
- Construction engineering services.

Schedule

To be determined at the kickoff meeting.

Budget

The design improvements outlined in this proposal can be accomplished for a not to exceed price of \$64,190. 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 248-454-6352.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.


Michael P. Darga, PE

pc: HRC; T. Sneathen, A. Malczewski

City of Brighton
Road Paving Improvements - Additional Roads
3/4/2024

Task Description	Manager	Designer	Graduate Engineer II	Testing Technician II	Staff Engineer	Total By Task
Meetings w/ City	6	6				12
Site Visits	4	20	20			44
Development of Plan Sheets		30				30
Develop Preliminary Plans	10	180	30			220
Develop Preliminary Specifications	4	20				24
Develop Construction Estimate	4	20				24
Crash Analysis		4			20	24
NEPA & SHPO Applications					100	100
Pavement Cores	4			40		44

Total Hours by Classification	32	280	50	40	120	522
--------------------------------------	-----------	------------	-----------	-----------	------------	------------

	Hours	Billable Hourly Rate	Billable Cost (Max)
Manager	32	\$ 160.00	\$ 5,120.00
Designer	280	\$ 133.00	\$ 37,240.00
Graduate Engineer II	50	\$ 103.00	\$ 5,150.00
Testing Technician II	40	\$ 69.00	\$ 2,760.00
Staff Engineer	120	\$ 116.00	\$ 13,920.00
	522	Sub-Total PE Costs	\$ 64,190.00
		Total PE Costs	\$ 64,190.00



March 4, 2024

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

Attn: Mr. Marcel Goch, Public Services Director
Re: Preliminary Design Engineering Services Proposal
Road Paving Improvements

HRC Job No. 20240073

Dear Mr. Goch:

As requested, Hubbell, Roth & Clark, Inc. (HRC) is pleased to submit this preliminary design proposal to prepare plans and specification documents for the rehabilitation of four (4) streets within the City. All four streets will be rehabilitated utilizing cold milling and HMA overlay with miscellaneous curb and/or pavement replacement. Scope details for each street are listed below.

It is our understanding that the City wants the preliminary design completed (70% complete) so that the projects are ready for final design as future City budgets or other funding sources become available. It is intended that these plans and specifications can be prepared for a Grade Inspection (GI) submittal within 6-8 weeks. The work for these four streets will be prepared as if they will be bid as one project through MDOT's Local Agency Program (LAP) in the future.

The plans for this project will be developed without the use of topographic survey, but instead utilizing aerial photographs and typical details since the work will be performed between the existing curbs. No water or sanitary infrastructure work is included, and easement acquisition is not anticipated nor included with this project.

Understanding of Project

The following understanding for pavement rehabilitation is conceptual until HRC performs pavement cores. Once the cores are obtained, HRC will meet with the City to determine the final rehabilitation methods. Each street may also include curb and pavement repairs and sidewalk and ramp replacement.

Brighton Lake Road - Section 1

The work on Brighton Lake Road is from Grand River Avenue to Third Street, approximately 2,500 feet. The scope includes:

- 2 inch mill and HMA overlay
- The railroad crossing may require an MDOT diagnostic team review to determine the necessary crossing repairs.
- MDOT permitting for temporary construction signs and work within Grand River Avenue right-of-way (ROW)

Brighton Lake Road – Section 2

The work on Brighton Lake Road is from Third Street to south City Limits near Northridge Drive, approximately 4,000 feet. The scope includes:

- 2" mill and HMA overlay

Third Street

The work on Third Street is from Main Street to Brighton Lake Road, approximately 2,000 feet. The scope includes:

- 2" mill and HMA overlay

Orndorf Drive

The work on Orndorf Drive is from Grand River Avenue to Library Drive, approximately 1,000 feet. The scope includes:

- 2" mill and HMA overlay
- MDOT permitting for temporary construction signs and work within Grand River Avenue ROW.

Library Drive

The work on Library Drive is from Challis Road to Orndorf Drive, approximately 1,400 feet. The scope includes:

- 2" mill and HMA overlay

Scope of Work

Each street will require maintenance of traffic (MOT) plans, pavement cores and MDOT permitting

HRC will undertake the following tasks for the preliminary design engineering of the proposed project

- Scope meeting – HRC will meet with City Staff to discuss and solidify the scope of project.
- Pavement cores – HRC will collect pavement cores on each street. HRC proposes the following number of cores
 - Brighton Lake Road - 13
 - Third Street - 4
 - Orndorf Drive - 2
 - Library Drive - 2
- Developing plan sheets – Aerial photography will be used to create plans sheets. In addition, experienced personnel will walk each site to identify items that need to be addressed, including but not limited to, curb and pavement replacement locations, ponding water, and review of sidewalk ramps for ADA compliance. If any items are found to need repair, they will be included within the project unless otherwise decided by the City.
- Program Application – HRC will complete program application and submit to MDOT
- Crash Analysis – HRC will complete a crash analysis for all locations and submit to MDOT
- NEPA – HRC will complete the NEPA application and submit to MDOT
- SHPO – HRC will complete the SHPO application and requirements

Work not included in our scope

- Topographic survey
- Water Main, Sanitary and Storm Sewer Improvements
- Private Utility coordination
- Existing utility information (public and private) – Existing utility information will not be researched or shown on the plans other than the existing City GIS information.
- Easement documents or acquisitions
- Final plans, Grade Inspection Meeting. Permits and bidding through MDOT LAP process
- Construction engineering services.

Schedule

To be determined at the kick off meeting.

Budget

The design improvements outlined in this proposal can be accomplished for \$75,116, 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 248-454-6352.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.


Michael P. Darga, PE

pc: HRC; T. Sneathen, A. Malczewski

**City of Brighton
Road Paving Improvements
3/4/2024**

Task Description	Manager	Designer	Graduate Engineer II	Testing Technician II	Staff Engineer	Total By Task
Meetings w/ City	6	6				12
Site Visits	4	20	20			44
Development of Plan Sheets		30				30
Develop Preliminary Plans	20	220	40			280
Develop Preliminary Specifications	4	20				24
Develop Construction Estimate	4	20				24
Crash Analysis & Rail Road Crossing		16			20	36
SHPO & NEPA Application					100	100
Pavement Cores	4			60		64

Total Hours by Classification	42	332	60	60	120	614
--------------------------------------	-----------	------------	-----------	-----------	------------	------------

	Hours	Billable Hourly Rate	Billable Cost (Max)
Manager	42	\$ 160.00	\$ 6,720.00
Designer	332	\$ 133.00	\$ 44,156.00
Graduate Engineer II	60	\$ 103.00	\$ 6,180.00
Testing Technician II	60	\$ 69.00	\$ 4,140.00
Staff Engineer	120	\$ 116.00	\$ 13,920.00
	614	Sub-Total PE Costs	\$ 75,116.00
		Total PE Costs	\$ 75,116.00



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL
March 12, 2024

SUBJECT: CONSIDER APPOINTMENTS TO THE ZONING BOARD OF APPEALS

ADMINISTRATIVE SUMMARY

The Zoning Board of Appeals (ZBA) consists of seven full-time members and one alternate member. With the terms of Kelly Genei, Noreen Mollon, and Barbara Curtis expiring, there are vacancies for two full-time positions and one alternate position. The city has received four applications to fill these vacancies. Please see the attached application packages submitted by the following four applicants. The process for reappointment requires a letter of interest in reappointment. Applicants seeking first time appointments requires a completed application and resume.

- Noreen Mollon – Currently finishing her first partial term as a full-time member of the ZBA and seeking her first full term appointment. Letter of interest in reappointment attached.
- Kelly Genei – Currently finishing her first partial term as a full-time member of the ZBA and seeking her first full term appointment. Letter of interest in reappointment attached.
- Susan Bakhaus – Seeking first time appointment. Application and resume attached.
- Derrick Markel – Seeking first time appointment. Application and resume attached.

Prepared by: Joe Gaikema, Management Assistant

Reviewed &

Approved by: Gretchen Gomolka, City Manager

Attachments: Application Packages for four applicants

Tuesday, January 16, 2024

Dear Michelle Miller, HR Manager, City of Brighton,

I have enjoyed serving as a replacement board member of the City of Brighton ZBA and I am writing to you to seek reappointment. My term of service began in September 2023 as a replacement board member whose term is complete in April 2024. I would like to be considered as a 3-year member of the ZBA. I have lived in the City of Brighton since 2007 and am interested in continuing to give back to the community.

Please let me know if you have any questions or need any additional information.

Respectfully,

Noreen Mollon

Noreen Mollon
890 Northern Ridge
Brighton, MI
48116

(a)

I would like to formally submit my interest in reapplying for the Zoning Board of Appeals. I feel as though I have provided thoughtful consideration to the issues brought before the board during these past two years. I have only missed one meeting due to having COVID and I am able to continue to make the commitment to attend the monthly ZBA meetings. I look forward to continuing to serve the community that I have lived in for 17 years.

If you need the official form or anything else filled out, please let me know.

Sincerely,
Kelly Genei



APPLICATION FOR APPOINTMENT CITY BOARD OR COMMISSION

Applicant:

Name: Susan Barkhaus Email: (a)
Address: 907 Brighton Lake Rd Phone: (a)

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

In debt to the City of Brighton Yes: No:

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

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

Years as City Resident: 40 plus

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

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

-none-

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

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

Relevant experience: _____

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

Signature: [Signature]

Date: Jan. 16, 2024

Please only submit this page.

For Office Use Only

Received By: _____ Date: _____

Susan Bakhaus - ZBA -

- Retired legal assistant -
- studied Real estate principles in college -
- 20 plus years attending ZBA meetings -
- 30 years elected precinct delegate -
- past vice president Brighton Historical society -
- past car show chairman Classic Legends -
- past board of director Motor City Galaxies -
- On going volunteer for Leader Dog for the blind -
- United Way -
- Veterans Connected -
- Taste of Brighton -
- Brighton Chamber events -
- Howell Balloonfest -
- American Red Cross -



APPLICATION FOR APPOINTMENT CITY BOARD OR COMMISSION

Applicant:

Name: Derrick Markel Email: (a)

Address: 623 W. Main Phone: (a)

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

In debt to the City of Brighton Yes: No:

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

Board of Review

Election Commission

Brighton Arts & Culture Commission

Planning Commission

Downtown Development Authority

Zoning Board of Appeals

Years as City Resident: 7 years

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

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

None

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

Interest in the future of Brighton

Relevant experience: 15 years of Industrial Engineering/Project Management work, Personal experience with home renovation including planning, zoning, variances etc.

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

Signature: Derrick Markel

Date: 2/20/24

Please only submit this page.

For Office Use Only

Received By: _____

Date: _____

PROFESSIONAL EXPERIENCE

Department of Veteran Affairs

Industrial Engineer

Oct 2011 – Present

- Served as the Project Lifecycle/Governance lead for all OCC Enterprise projects, including, but not limited to: facilitating gate checklist review meetings which identify required artifacts and deliverables tailored to meet the needs of each project team; conducting pulse checks (formal status check meeting with key stakeholders) with each project team as needed or requested by OCC leadership; and preparing project teams for successful gate transition/gate review (Go/No-Go) presentations to the Community Care Steering Committee (CCSC).
- Served as the Acting Associate Director (AD) for TSP during extended periods of absence by the AD, including, but not limited to, facilitating meetings with VA-CASE leadership and presenting overall program status, reporting key updates/issues during the VERC Directors meeting and weekly VA-CASE AD meetings, responding to various emergent program situations as needed, addressing any staff/personnel matters that arise, and continuing to uphold the overall mission of the TSP program and VA-CASE organization.
- Managed multiple complex process/systems improvement initiatives supporting healthcare delivery, including the Non-VA Medical Care National Standardization (NVNS), Health Benefits Appeals (HBA), and the Performance Standards and Staffing Model efforts for Chief Business Office for Purchased Care (CBOPC).
- Provided technical consultation to the NVNS team of systems engineers, insuring appropriate systems/process improvement methodologies were utilized to establish current state and future state data analyses, which ultimately contributed to a leaner, more efficient standardized process for Non-VA Medical Care.
- Performed the responsibilities of Program Manager for the Non-VA Medical Care National Standardization (NVNS) project, including the oversight, coordination, and integration of the Integrated Project Team (IPT) and overall execution of the project.

United States Navy, USS Abraham Lincoln, Everett WA

Communications Maintenance/Radar Technician

June 1999 – July 2005

EDUCATION

University of Michigan, Ann Arbor MI

B.S.E. Industrial and Operations Engineering, December 2011

Accomplishments:

Major GPA 3.75/4.0

Recipient of the John D. Warner Endowed Scholarship

Phi Theta Kappa Honor Society

Six Sigma Black Belt

Proficient in computer applications:

Vista/DHCP

Microsoft Office (Word, Excel, PowerPoint, Visio, OneNote)

Microsoft Project

Microsoft SharePoint (Power User)

Adobe Acrobat X Pro

REFERENCES

Available upon request