

## **City Council Meeting**

February 5, 2018 6:00 p.m.

Cadillac Municipal Complex Council Chambers 200 N. Lake St. Cadillac, MI 49601



February 5, 2018 City Council Meeting Agenda 6 p.m. at City Hall – 200 N. Lake St. – Cadillac, MI 49601

## We are fully present

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

- I. APPROVAL OF AGENDA
- II. PUBLIC COMMENTS

It is requested that comment time be limited to three (3) minutes.

## III. CONSENT AGENDA

All items listed on the consent agenda are considered routine and will be enacted by one motion with roll call vote. There will be no separate discussion of these items unless a Council Member so requests it, in which event the items will be removed from the consent agenda and discussed separately.

A. Minutes from the regular meeting held on January 16, 2018. Support Document III-A

## IV. APPOINTMENTS

A. Recommendation regarding appointment to the Planning Commission. Support Document IV-A

## V. CITY MANAGER'S REPORT

A. Household Hazardous Waste Collection Day – General Program Information.

## Cadillac City Council Agenda

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## VI. INTRODUCTION OF ORDINANCES AND RESOLUTIONS

A. Adopt resolution to introduce Ordinance Amending Chapters 8 and 18 of the City of Cadillac Code and set a public hearing for February 19, 2018. Support Document VI-A

## VII. ADOPTION OF ORDINANCES AND RESOLUTIONS

A. Adopt Resolution Supporting Water Asset Management Plan. Document VII-A

## VIII. MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

A. Downtown Development Authority Support Document VIII-A

## IX. PUBLIC COMMENTS

It is requested that comment time be limited to three (3) minutes.

- X. GOOD OF THE ORDER
- XI. ADJOURNMENT

## Core Values (R.I.T.E.)

Respect
Integrity
Trust
Excellence

## **Guiding Behaviors**

We support each other in serving our community
We communicate openly, honestly, respectfully, and directly
We are fully present
We are all accountable
We trust and assume goodness in intentions
We are continuous learners

## **CITY COUNCIL MEETING MINUTES**

6:00 PM – January 16, 2018 Cadillac City Hall – 200 N. Lake St. - Cadillac, Michigan 49601

## **CALL TO ORDER**

Mayor Filkins called the City Council meeting to order at approximately 6:00 pm.

## PLEDGE OF ALLEGIANCE

## OATH OF OFFICE

City Clerk administered the Oath of Office to Council Members Schippers and King. Schippers will represent Ward Two and her term will expire on December 31, 2021. King will represent Ward Four and his term will expire on December 31, 2021.

City Clerk administered the Oath of Office to Mayor Filkins and her term will expire on December 31, 2019.

## **ROLL CALL**

Council Present: Spoelman, Schippers, Engels, King, Mayor Filkins

Council Absent: None

Staff Present: Peccia, Roberts, Wallace, Dietlin, Coy, Homier, Wasson

## APPROVAL OF AGENDA

## 2018-001 Approve agenda as presented.

Motion was made by Schippers and supported by King to approve the agenda as presented.

Motion unanimously approved.

## PUBLIC COMMENTS

Bruce Rendon noted he is running for the 35<sup>th</sup> State Senate District.

Doug DeYoung, Consumers Energy, presented a check to the City in the amount of \$2,500 for the Tree Grant Program.

## CONSENT AGENDA

### 2018-002 Approve consent agenda as presented.

Motion was made by Spoelman and supported by Schippers to approve the consent agenda as presented.

Motion unanimously approved.

## **PROCLAMATION**

### A. Cadillac School Choice Week

Mayor Filkins read a proclamation regarding Cadillac School Choice Week. She presented the proclamation to Jennifer Brown, CAPS Superintendent.

## COMMUNICATIONS

A. Display of banner for the North American Snow Festival.

## 2018-003 Approve banner for the NASF.

Motion was made by Schippers and supported by Spoelman to approve the display of a banner from January 22, 2018 to February 5, 2018 for the North American Snow Festival.

Motion unanimously approved.

## <u>APPOINTMENTS</u>

A. City Council Member appointments, regular and alternate, to the Board of Review.

Engels stated he is willing to resign his position on the Zoning Board of Appeals to serve as the regular member on the Board of Review.

Schippers stated she is willing to serve as the alternate member.

## 2018-004 City Council appointments to the Board of Review.

Motion was made by Spoelman and supported by King to appoint Council Member Engels as the regular member and Council Member Schippers as the alternate member to the Board of Review for a 1-year term to expire on January 7, 2019.

Motion unanimously approved.

B. Recommendation regarding reappointment to the Historic Districts Commission.

## 2018-005 Approve reappointment to the Historic Districts Commission.

Motion was made by Schippers and supported by King to approve the reappointment of Patrick Birtles to the Historic Districts Commission for a 3-year term to expire on December 31, 2020.

Motion unanimously approved.

C. Recommendation regarding reappointment to the Zoning Board of Appeals.

## 2018-006 Approve reappointment to the Zoning Board of Appeals.

Motion was made by Engels and supported by Spoelman to approve the reappointment of Carl Genzink to the Zoning Board of Appeals for a 3-year term to expire on February 2, 2021.

Motion unanimously approved.

D. Recommendation regarding reappointment to the Cemetery Board.

## 2018-007 Approve reappointment to the Cemetery Board.

Motion was made by Spoelman and supported by Schippers to approve the reappointment of Glenna Anderson to the Cemetery Board for a 3-year term to expire on January 1, 2021.

Mayor Filkins noted Glenna Anderson has been serving on the Cemetery Board since 2009. She expressed appreciation for all of the individuals who serve on the various boards and commissions.

Motion unanimously approved.

## **CITY MANAGER'S REPORT**

- A. Setting of Budget Related Work Sessions
  - Goals & Capital Improvement Program Review on February 19, 2018 at 4:15 p.m.
  - Fiscal Year 2019 Budget Review on April 2, 2018 at 4:15 p.m.
  - Fiscal Year 2019 Budget Review on April 16, 2018 at 4:15 p.m.

## 2018-008 Schedule budget related work sessions.

Motion was made by Engels and supported by King to schedule the budget related work sessions as presented.

Motion unanimously approved.

B. Cadillac Housing Commission compensation change request.

Peccia explained the compensation paid to employees of the Cadillac Housing Commission does not come from City funds. He noted the ordinance that established the Housing Commission states: The city housing commission shall select and appoint such employees as it shall deem necessary for the proper exercise of its powers, functions and duties, and shall pay them such compensation as it shall, with the approval of the mayor and city council, fix and determine (Sec. 2-164. – Employees)

Peccia referenced the minutes from the Housing Commission meeting held on December 18, 2017, which state the committee recommended that staff receive a 3% wage increase beginning January 2018.

## 2018-009 Approve compensation change request from the Cadillac Housing Commission.

Motion was made by Spoelman and supported by Schippers to approve the compensation change request from the Cadillac Housing Commission as presented.

Motion unanimously approved.

## ADOPTION OF ORDINANCES AND RESOLUTIONS

A. Resolution regarding Redevelopment Ready Communities Certification.

Peccia noted the City has been part of the Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities (RRC) program for approximately two (2) years. He briefly described the RRC program and noted it includes the following six (6) best practices:

- Community plans and public outreach
- Zoning regulations
- Development review process
- Recruitment and education
- Redevelopment ready sites
- Community prosperity

Peccia stated the City has completed approximately forty percent (40%) of the certification program. He noted he cannot provide an exact date on when the process will be completed. He stated the proposed resolution reaffirms the City's desire to move forward with the certification process.

Mayor Filkins asked how many cities in the State of Michigan are already certified.

Peccia stated he does not know the exact number of cities that have been certified. He noted that as of October 2017 communities with a traditional downtown that are not formally engaged in the certification process are not eligible for certain grant programs through the MEDC.

## 2018-010 Adopt resolution regarding Redevelopment Ready Communities Certification.

Motion was made by King and supported by Engels to adopt the Resolution Supporting the Implementation of Recommendations Necessary to Receive a Redevelopment Ready Communities Certification from the Michigan Economic Development Corporation (MEDC).

Motion unanimously approved.

## MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

A. Zoning Board of Appeals

### PUBLIC COMMENTS

Reg Klubeck, Scoutmaster of Boy Scout Troop 125, stated the group was in attendance at the meeting to satisfy rank and badge requirements. The members of Boy Scout Troop 125 introduced themselves.

## **GOOD OF THE ORDER**

City Attorney Homier provided a brief update on the hearing held in Wexford County Circuit Court on January 16, 2018 regarding Cadillac Junction.

City Manager Peccia, Mayor Filkins, and other Council Members welcomed Council Member King.

Schippers noted the Mayor's Youth Council will be holding a work session at 4:00 pm on January 17, 2018. She invited high school age youth who live, work, or attend school in Cadillac to join the Mayor's Youth Council.

## **ADJOURNMENT**

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk

## **COUNCIL COMMUNICATION**

Re: Appointment of David Bunce to a Three-Year Term on the Planning Commission representing Ward 2.

David Bunce has expressed his interest in being appointed to serve as a member on the Planning Commission, representing Ward 2.

## **Requested Council Action:**

Motion to appoint David Bunce to a three-year term on the Planning Commission representing Ward 2, term will end on 2/06/2021.

## COUNCIL COMMUNICATION

Re: Ordinance Amending Chapters 8 and 18 of the City of Cadillac Code

As part of the Fire Department's routine code review, they were advised that the in the spring of 2017, the State updated its Building Code to the 2015 Edition. To ensure cohesion between the State's Building Code and our Property Maintenance and Fire Codes (City Code), it is advisable at this time to update our City Code to reference the 2015 International Property Maintenance Code (IPMC) and the 2015 International Fire Code (IFC) Editions in addition to the following related City Code updates and amendments as mentioned below:

### IPMC

- It is recommended that our City Code be updated to reference the 2015
   International Property Maintenance Code instead of the 2012 Edition.
- o In collaboration with the Police Department, during their review several code enforcement redundancies, specifically regarding noxious weeds and junk/abandoned vehicle codes were noticed, and therefore it is recommended that the City Code be amended appropriately to remove the various code enforcement redundancies.
- It is recommended to amend the City Code to include updated language regarding condemned housing and carbon monoxide detection.

### IFC

- o It is recommended that our City Code be updated to reference the 2015 International Fire Code instead of the 2012 Edition.
- O It is recommended to amend the City Code to include a no-fee registration program for fire protection system contractors. This program will provide a formal way for our Fire Department to share information on City Codes and permit processes with companies or individuals that work on fire protection systems such as sprinklers, alarms, and extinguishers.

The Fire Department, identical to what they did in 2015 when the City last made this type of update to its Code, hosted a meeting to discuss the updates and amendments, and invited the Cadillac Rental Housing Association in addition to posting the opportunity on our website should anyone in the general public also have interest in attending. Note, the Fire Department's meeting does not take the place of the required public hearing that Council is being requested to set. The head of the Rental Housing Association attended but did not propose any changes to our current draft. It is possible that additional

feedback may be received before or at the public hearing that could be taken into consideration.

## **Recommended Action:**

Adopt resolution to introduce Ordinance Amending Chapters 8 and 18 of the City of Cadillac Code and set a public hearing for February 19, 2018.

## **City Council**

200 North Lake Street Cadillac, Michigan 49601 Phone (231) 775-0181 Fax (231) 775-8755

DD DODNIT.



**Mayor** Carla J. Filkins

**Mayor Pro-Tem** Shari Spoelman

Councilmembers
Tiyi Schippers
Stephen King
Robert J. Engels

| RESOLUTION NO. |  |
|----------------|--|
|----------------|--|

# RESOLUTION INTRODUCING AND SETTING PUBLIC HEARING FOR ORDINANCE AMENDING CHAPTERS 8 AND 18 OF THE CITY OF CADILLAC CODE

At a meeting of the City Council of the City of Cadillac, Wexford County, Michigan, held in the Council Chambers, Cadillac Municipal Complex, 200 North Lake Street, Cadillac, Michigan, on the 5th day of February, 2018, at 6:00 p.m.

| PRESENT:   |     |
|--|-----|
| ABSENT:  |     |
| The following preamble and resolution was offered by seconded by | and |

WHEREAS, the International Code Council, Inc. has issued its 2015 International Fire and Property Maintenance Codes (the "2015 Codes"); and

WHEREAS, the 2015 Codes regulate and govern the safeguarding of life and property from conditions hazardous to life or property in the occupancy of buildings and premises; and

WHEREAS, the City wishes to consider adopting an ordinance to amend Chapters 8 and 18 of the Cadillac City Code to adopt the 2015 Codes by reference, as amended and to consolidate existing City of Cadillac Code provisions/regulations into the 2015 Codes;

WHEREAS, the City staff has reviewed the recommended amendments (the "Ordinance"):

WHEREAS, the City wishes to consider the Ordinance to implement such amendments.

NOW, THEREFORE, the City Council of the City of Cadillac, Wexford County, Michigan, resolves as follows:

- 1. Pursuant to Section 5.2 of the City Charter, the City introduces Ordinance No. 2018-\_\_\_\_\_\_, Ordinance Amending Chapters 8 and 18 of the City of Cadillac Code (the "Ordinance," attached as Exhibit A).
- 2. A public hearing regarding the Ordinance shall be held on February 19, 2018, at 6:00 p.m. in the Council Chambers, Cadillac Municipal Complex, 200 Lake Street, Cadillac, Michigan.
- 3. The City Clerk is directed to publish a summary of the Ordinance once in a newspaper of general circulation in the City of Cadillac, together with a notice setting the time and place for a public hearing on the Ordinance, within seven (7) days. The summary and notice of the hearing shall be substantially in the form of Exhibit B.
- 4. A copy of the Ordinance shall be available for examination at the office of the City Clerk, and copies may be provided for a reasonable charge.
- 5. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

| YEAS:             |          |
|-------------------|----------|
| NAYS:             |          |
| STATE OF MICHIGAN | )        |
| COUNTY OF WEXFORD | )ss<br>) |

I, Sandra Wasson, City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. \_\_\_\_\_, duly adopted at a regular meeting of the City Council held on the 5th day of February, 2018.

Sandra Wasson Cadillac City Clerk **City Council** 

200 North Lake Street

Cadillac, Michigan 49601

Phone (231) 775-0181 Fax (231) 775-8755



Carla J. Filkins

Mayor

**Mayor Pro-Tem** Shari Spoelman

Councilmembers
Tiyi Schippers
Stephen King
Robert J. Engels

ORDINANCE NO. 2018-\_\_\_\_

## ORDINANCE AMENDING CHAPTERS 8 AND 18 OF THE CITY OF CADILLAC CODE

## THE CITY OF CADILLAC ORDAINS:

## Section 1. Amendment of Chapter 8, Article V

Chapter 8, Article V, Section 8-121 of the City Code is hereby amended as follows:

## Sec. 8-121. Adoption of 2015 International Property Maintenance Code.

The city hereby adopts by reference the **2015** International Property Maintenance Code issued by International Code Council, Inc., except those sections herein deleted or amended.

Chapter 8, Article V, Section 8-124 of the City Code is hereby amended to incorporate the following amendments to the 2015 International Property Maintenance Code:

## Sec. 8-123. Amendments.

Section 101.1: These regulations shall be known as the "International Property Maintenance Code of **the City of Cadillac,**" hereinafter referred to as "this code."

Section 103.1: This code shall be enforced by the City Manager or his designee. The City Manager or his designee shall be known as the code official.

Section 103.2: Appointment. This section is deleted in its entirety.

Section 103.5: The fees for activities and services performed by the department in carrying out its responsibilities under this code shall be **established by resolution of the city council.** 

Section 107.6: It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such until the provisions of the compliance order or notice have been complied with; or until such owner or the owner's authorized agent shall first furnish the grantee, transferee, mortgage or lessee a

true copy of any compliance order or notice issued by the code official a signed and notarized statement acknowledging the receipt of such compliance order or notice and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation. A violation of this section shall be deemed a misdemeanor offense.

Section 108.8: The owner of any structure placarded pursuant to Section 108.4 is responsible for paying a monthly, non-refundable administrative fee while the placard remains on the structure. The administrative fee shall be established by resolution of the City Council in an amount sufficient to defray the cost incurred by the City to monitor the structure for the purpose of preventing public safety hazards. The owner or party in interest whose name appears on the City's real property tax assessment records shall be notified of the amount owed by first class mail at the address shown on the City's real property tax assessment records. After 30 days, any unpaid amount shall be reported to the City Assessor for placement on the next tax roll of the City and imposition of a lien against the property, as permitted by State law.

Section 111.1 through Section 111.8: These sections are deleted in their entirety and are replaced by the following:

Section 111.1: Any person directly affected by a decision of the code official or a notice or order issued under this code shall have the right to a hearing before the city's Construction Code Board of Appeals as established in Article II of the Cadillac City Code.

Section 111.2: Appeal to Circuit Court. Any person aggrieved by a decision of the Construction Code Board of Appeals under Section 111.1 may appeal said decision to the circuit court.

Section 112.4: Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine in an amount to be established by resolution of the City Council.

Section 202: (Add definitions)

ABANDONED VEHICLE. A vehicle which has remained on private property for a period of time so as to appear to be abandoned and which remains on private property for a period of 48 hours.

INOPERABLE VEHICLE. A vehicle, which is incapable of performing the function for which it was manufactured because of damage, missing or malfunctioning parts or equipment, or for any other reason. The term "inoperable vehicle" shall include junk vehicles and scrap vehicles. A historic motor vehicle, duly registered and certified as such as prescribed by the Michigan Vehicle Code, Public Act No. 300 of 1949 (MCL 257.1 et seq.), shall not be deemed an inoperable vehicle. Vehicles presently in use and subject to routine maintenance (oil change, tire rotation, etc.) shall not be deemed inoperable.

RECREATIONAL VEHICLE. A motorized or nonmotorized vehicle that is not generally used as a primary means of transportation and is generally used for recreational purposes. The term "recreational vehicle" includes, but is not limited to a motor home, motorcoach, trailer, camper, watercraft, snowmobile, offroad motorcycle, quad runner, dune buggy, offroad vehicle, personal aircraft or plane.

Section 302.4: All premises and exterior property shall be maintained free from weeds or plant growth in excess of 12 inches. In addition to the remedies otherwise provided, any costs incurred by the City in the destruction or maintenance of weeds in violation of this Ordinance may be placed on the next tax roll of the City and the City may impose a lien against the property, as permitted by State law. (The remainder of this section shall be in effect as written.)

Section 302.8: Except as provided for in other regulations, no inoperative, **abandoned** or unlicensed motor vehicle shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an approved spray booth.

**Exception:** A vehicle of any type is permitted to undergo a major overhaul, including body work, provided that such work is performed inside a structure or similarly enclosed area designed and approved for such purposes and subject to obtaining an operational permit from the fire code official pursuant to the International Fire Code.

Mobile homes must be located within a licensed mobile home park or within a designated area, properly zoned, such as a mobile home district.

Storage of recreational vehicles is limited to those recreational vehicles owned by the owner of record, renter or legal occupant of property.

Recreational vehicles shall be stored or parked within the confines of the rear or side yard areas with a minimum three-foot setback from side or rear lot lines. On lake front property, the yard abutting the lake shall be considered as the rear yard for the enforcement of this section. The code enforcement officer shall determine if rear lot storage is possible for purposes of this section.

Recreational vehicles shall not be connected to sanitary facilities or permanent water connections, and shall not be occupied for a period to exceed 72 hours.

The code enforcement officer may, upon written request, grant a one-time extension of 72 hours renewal for occupancy.

Section 304.14: During the period from April 1 through October 31, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved rightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm), and every screen door

used for insect control shall have a self-closing device in good working condition. (The remainder of this section shall be in effect as written.)

Section 602.3: Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat for the occupants thereof shall supply heat **at all times** to maintain a temperature of not less than 68°F (20°C) in all habitable rooms, bathrooms and toilet rooms. (The remainder of this section shall be in effect as written.)

Section 602.4: Indoor occupiable work spaces shall be supplied with heat at all times to maintain a temperature of not less than 65°F (18°C) during the period the spaces are occupied. (The remainder of this section shall be in effect as written.)

(Added) Section 704.2.5: Carbon monoxide alarms. Existing residential occupancies shall be equipped with carbon monoxide alarms. Alarms shall be installed outside of each separate dwelling unit sleeping area in the immediate vicinity of the sleeping area. Alarms shall receive power from building wiring where such wiring is served from a commercial source. When primary power is interrupted, the alarm shall receive back-up power from a battery.

Exception: Alarms having a 10-year sealed battery may be used in lieu of a wired alarm.

Chapter 8, Article V, section 8-127 of the City Code entitled "Violations" is hereby amended to read as follows in its entirety:

## Sec. 8-127. - Violations.

Any violation of this Article or the 2015 International Property Maintenance Code shall be punishable as a municipal civil infraction **unless otherwise specified**.

## Section 2. Amendment of Chapter 18, Article II.

Chapter 18, Article II, Section 18-19 of the City Code shall hereby be amended as follows:

## Sec. 18-19. Adoption of 2015 International Fire Code.

The city hereby adopts by reference the **2015** International Fire Code issued by International Code Council, Inc., except those sections herein deleted or amended.

Chapter 18, Article II, Section 18-22 of the City Code is hereby amended to incorporate the following amendments to the 2015 International Fire Code:

Section 101.1. Title. These regulations shall be known as the "Fire Code of **the City of Cadillac**," hereinafter referred to as "this code."

Section 103.2. Appointment. This section is deleted in its entirety.

Section 108.1. Board of appeals established. In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be appointed by the governing body and shall hold office at its pleasure. The fire code official shall be an ex officio member of said board but shall not have a vote on any matter before the board. The board shall adopt rules of procedure for conducting its business, and shall render all decisions and findings in writing to the appellant with a duplicate copy to the fire code official.

Any person directly affected by a decision of the code official or a notice or order issued under this code shall have the right to a hearing before the city's Construction Code Board of Appeals as established in Article II of the Cadillac City Code.

Any person aggrieved by a decision of the Construction Code Board of Appeals may appeal said decision to the circuit court.

Section 109.3. Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of a **civil infraction**, **unless otherwise specified**. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 111.4. Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than one hundred (\$100.00), plus costs, for the first offense, not less than two-hundred fifty dollars (\$250.00), plus costs, and one month suspension from providing services within the City for the second offense, and not less than five-hundred dollars (\$500.00), plus costs, and one year suspension for each repeat offense thereafter.

Section 901.1. Scope. The provisions of this chapter shall specify where fire protection systems are required and shall apply to the design, installation, inspection, operation, testing and maintenance of all fire protection systems. Violations of this Section 901 shall be deemed misdemeanors, punishable by a fine of not more than five-hundred dollars (\$500.00) or imprisonment not exceeding ninety (90) days.

(Added) Section 901.11: Authorized Fire Protection Contractor. All fire protection system contractors performing inspection, testing, maintenance, repair, modification, or installation activities of any fire protection system shall first be approved to perform such work by the authority having jurisdiction. In addition to the penalties set forth in Section 901.11, violators of this section are also subject to the penalties set forth in Section 111.4 of the Fire Code of the City of Cadillac.

1031.1 *General*. The means of egress for buildings or portions thereof shall be maintained in accordance with this section. Violations of this Section 1031 shall be deemed misdemeanors, punishable by a fine of not more than five-hundred dollars (\$500.00) or imprisonment not exceeding ninety (90) days.

## Section 3. Amendment of Section 16-208 of City Code.

Section 16-208 of the City Code is hereby amended to remove the definition of "vehicle," "abandoned vehicle," "inoperable vehicle" and "recreational vehicle" as those definitions shall hereafter be incorporated into the International Property Maintenance Code of the City of Cadillac pursuant to Section 1 above.

## Section 4. Amendment of Section 16-209 of City Code.

Section 16-209 of the City Code is hereby amended to remove paragraphs (4) and (5) regarding inoperable and abandoned vehicles as those regulations shall hereafter be incorporated into the International Property Maintenance Code of the City of Cadillac pursuant to Section 1 above.

## Section 5. Repealer of Sections 16-210 & 16-213 of City Code.

Section 16-210 and 16-213 of the City Code regarding dismantling of vehicles and storage of recreational vehicles are hereby repealed in their entirety as those regulations shall hereafter be incorporated into the International Property Maintenance Code of the City of Cadillac pursuant to Section 1 above.

## Section 6. Repealer of Chapter 16 Article V of City Code.

Chapter 16 Article V of the City Code regarding weed control is hereby repealed in its entirety and the City hereby incorporates the provisions regarding weed control in the International Property Maintenance Code of the City of Cadillac pursuant to Section 1 above.

## **Section 7.Validity and Severability.**

Any section or subsection not expressly amended by this Ordinance shall remain in full force and effect. Should any portion of this Ordinance be found invalid for any reason, such holding shall not be construed as affecting the validity of the remaining portions of this Ordinance.

## Section 8. Repealer.

All other ordinances inconsistent with the provisions of this Ordinance are hereby repealed but only to the extent necessary to give this Ordinance full force and effect.

## **Section 9. Effective Date.**

This Ordinance shall take effect twenty (20) days after its adoption.

| Sandra Wasson, Clerk | Carla Filkins, Mayor  |
|----------------------|---|
|                      |   |
| •                    | e City of Cadillac, Michigan, do hereby certify that a sumn |
| C O 1: NI 2010       | as published in the Cadillac News on the day                |

## **City Council**

200 North Lake Street Cadillac, Michigan 49601 Phone (231) 775-0181 Fax (231) 775-8755



**Mayor** Carla J. Filkins

**Mayor Pro-Tem** Shari Spoelman

Councilmembers
Tiyi Schippers
Stephen King
Robert J. Engels

## NOTICE OF PROPOSED ORDINANCE AND PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing will be held in the Council Chambers, Cadillac, Municipal Complex, 200 Lake Street, Cadillac, Michigan, on February 19, 2018, at 6:00 p.m., at a Meeting of the City Council, to consider the adoption of Ordinance No. 2018-\_\_\_, Ordinance Amending Chapters 8 and 18 of the City of Cadillac Code. The City of Cadillac complies with the "Americans with Disabilities Act." If auxiliary aids or services are required at a public meeting for individuals with disabilities, please contact Sandra Wasson, City Clerk, at least three (3) business days prior to any such meeting. Copies of the proposed ordinance are available for examination at the office of the City Clerk and copies may be provided at a reasonable charge. The following is a summary of the proposed ordinance.

## ORDINANCE AMENDING CHAPTERS 8 AND 18 OF THE CITY OF CADILLAC CODE

Section 1 of the proposed ordinance amends Chapter 8, Article V of the Cadillac City Code to adopt the 2015 International Property Maintenance Code with amendments.

Section 2 of the proposed ordinance amends Chapter 18, Article II of the Cadillac City Code to adopt the 2015 International Fire Code with amendments.

Section 3 of the proposed ordinance amends Section 16-208 of the Cadillac City Code to remove certain vehicle definitions to be instead incorporated into the City's Property Maintenance Code.

Section 4 of the proposed ordinance amends Section 16-209 of the Cadillac City Code to remove certain regulations regarding inoperable and abandoned vehicles to be instead incorporated into the City's Property Maintenance Code.

Section 5 of the proposed ordinance repeals Sections 16-210 and 16-213 of the Cadillac City Code to remove certain regulations regarding dismantling of vehicles and storage of recreational vehicles to be instead incorporated into the City's Property Maintenance Code.

Section 6 of the proposed ordinance repeals Chapter 16, Article V of the Cadillac City Code to remove certain regulations regarding weed control to be instead incorporated into the City's Property Maintenance Code.

Section 7 provides that any section or subsection not expressly amended by the Ordinance shall remain in full force and effect.

Section 8 provides that all other ordinances inconsistent with the provisions of the Ordinance are hereby repealed only to the extent necessary to give the Ordinance full force and effect.

Section 9 provides the effective date of the ordinance.

CITY COUNCIL OF THE CITY OF CADILLAC, MICHIGAN

By: Sandra Wasson, City Clerk Cadillac Municipal Complex 200 N. Lake Street Cadillac, Michigan 49601 Telephone No: (231) 775-0181

## **Council Communication**

Re: Water Asset Management Plan

The Michigan Department of Environmental Quality (MDEQ) required all water utilities serving a population of greater than 1,000 to submit a comprehensive Water Asset Management Plan (WAMP) by January 1, 2018. After a competitive bid and selection process, the City awarded this project to Prein & Newhof on June 19, 2017.

The City's required WAMP has been completed and was submitted by the deadline required by the MDEQ. The final procedural step requires council to support the plan by resolution.

### **Recommended Action**

It is recommended that the City Council adopt the resolution supporting the City of Cadillac Water Asset Management Plan as required by the Michigan Department of Environmental Quality.

## **City Council**

200 North Lake Street Cadillac, Michigan 49601 Phone (231) 775-0181 Fax (231) 775-8755



**Mayor** Carla J. Filkins

**Mayor Pro-Tem** Shari Spoelman

Councilmembers Robert J. Engels Tiyi Schippers Stephen King

## RESOLUTION NO. 2018-\_\_\_

## RESOLUTION SUPPORTING WATER ASSET MANAGEMENT PLAN

At a regular meeting of the City Council of the City of Cadillac, Wexford County, Michigan, held in the Council Chambers, Cadillac Municipal Complex, 200 North Lake Street, Cadillac, Michigan, on the 5th day of February, 2018, at 6:00 p.m.

| PRESENT:  |          |
|---|----------|
| ABSENT:   |          |
| The following preamble and resolution was offereseconded by | ed byand |

WHEREAS, the Michigan Department of Environmental Quality has required a Water Asset Management Plan of all water utilities serving over 1000 in population by January 1, 2018, per the Michigan's Safe Drinking Water Act, 1976 PA 399, R325.11606.Rule 1606; and

WHEREAS, the City of Cadillac contracted with the engineering firm of Prein & Newhof to perform this requirement; and

WHEREAS, in cooperation with the City of Cadillac staff, including the Utilities

Department, a final plan meeting this requirement has been presented along with this
resolution to the Cadillac City Council;

| City of Cadillac<br>Resolution No<br>Page 2 of 2 |  |
|--|--|
| NOW, THEREFORE, the City C                       | Council of the City of Cadillac, Wexford County, Michigan,   |
| resolves as follows:                             |  |
| 1. The Water Asse                                | et Management Plan has been received by the City of Cadillac   |
| and submitted to the Michiga                     | n Department of Environmental Quality and the City is in   |
| support of this comprehensiv                     | ve plan.   |
|  |  |
| YEAS:  | <del></del>  |
| NAYS:  | <del></del>  |
|  |  |
| STATE OF MICHIGAN                                | )<br>}   |
| COUNTY OF WEXFORD                                | )  |
|  | of the City of Cadillac, hereby certify this to be a true an No, duly adopted at a regular meeting of the lay of February, 2018. |
|  | Sandra Wasson<br>Cadillac City Clerk   |

# Minutes Downtown Development Authority (DDA) Business Improvement District (BID) Board

Regular Meeting December 13, 2017

A regular meeting of the Cadillac Downtown Development Authority (DDA) and Business Improvement District (BID) Board was held on Wednesday, December 13, 2017 in the Municipal Complex Conference room, 200 N. Lake St., Cadillac, Michigan.

**MEMBERS PRESENT:** Barnes, Bosscher, Coffey, Crawley, Gaunt, Huckle, LeVand, Peccia

**STAFF PRESENT:** Wallace, Coy, Cornell

**CALL TO ORDER** Meeting was called to order by Chairman LeVand at 7:30 a.m.

## **MINUTES/REPORTS**

Motion by Coffey, seconded by Barnes to approve the minutes of the October 25, 2017 meeting. Motion passed unanimously.

Peccia presented the Treasurer's Report. Motion by Coffey, seconded by Barnes to approve the report. Motion passed unanimously.

## **COMMITTEE REPORT/UPDATES**

Administrative Committee: Committee met on November 8, 2017. Current by-laws were reviewed. A copy of the by-laws of Ypsilanti was presented for comparison purposes. Wallace asked Coffey and Crawley to review the information and provide feedback. The committee will meet again in the next month or two to discuss the need for any changes to our by-laws. LeVand asked what other items would be on the agenda for the committee to address. Wallace will prepare a memo on this (example: reviewing agreements/contracts).

**Parking Lot Committee**: Committee met on November 13, 2017. Parking lot by Masonic building was discussed. One handicap space has already been added. No conversion of more spaces to 2-hour based on background information from Huckle. This will be communicated to Mr. Hamilton (Masonic rep).

LeVand said the next meeting for the Parking Lot Committee has tentatively been set for February 12, 2018 at 7:30 a.m. with the goal of an overall study of parking (identify how many lots we have/quantity/location). Wallace said people are inquiring about overnight parking permit spaces further south (possibly convert 2-4 spaces of the lot across from the DEQ to overnight spaces).

Wayfinding Committee – On November 29, 2017 Marlies Manning of Manning Design gave a presentation on wayfinding systems. She outlined the process, timelines for doing an area wide wayfinding project. It may cost \$150,000 to \$200,000 for design time, public outreach, determining sign locations, spec package, construction, et cetera). We now need to determine how to approach it incrementally or on a more cost effective basis. LeVand said there has been talk about getting the townships and/or county involved, and possibly the AES Group could facilitate this. Peccia added that AES may also be able to find outside funding. Wallace mentioned that the west side corridor meetings will start in January or February to launch their effort to call meetings of the City and townships to discuss a joint corridor improvement district for the west side.

Huckle would like to get a clear picture of available DDA funds and what funds might become available in the future. We could then come up with a master plan. Sidewalks are a huge priority. Levand suggested that Owen Roberts be asked to come to a DDA meeting the first part of next year and provide this information.

Wallace stated when the Oleson project is done, it may set the template that this piece of the streetscape has to go in with what the DDA decides is going to be the future design of the streetscape.

Wallace said he has met with M.C. Smith & Associates, one of the firms that submitted on the plaza design. They have an extensive background in pavers. Their paver projects have proven to last 20 plus years without the heaving that we are currently experiencing. We could invite them to give a presentation to the Streetscape subcommittee.

## **OLD BUSINESS**

Pigeon control. Coy reported that there is really no method of controlling the pigeon population that would be as effective as the current OvoControl product we have been using. Several board members concurred that there was a noticeable reduction in the number of pigeons during the time that we were using this product. One more feeder location is desired in addition to the Municipal Complex and the Elks building. The funds to purchase the required amount of feed have already been approved by the DDA, and it will be ordered. The feeders will be put into operation in March.

**NEW BUSINESS** – Update and possible action on combining properties for The Market site

Marcus reported that the City has received a donation from the Cadillac Community Foundation of land which is adjacent to the farmer's market site that makes the site possible for construction of The Market. The City also received an MEDC grant to help with acquisition of the site itself that the DDA then went forward with and used to acquire the site that we then later tore down with another grant. We now need to legally combine the lots. There are two options. The first option is for the City to quit claim deed the property that we received from the Community Foundation to the DDA. The second option is for the DDA to quit claim deed The Market property to the City and then it could be combined with the land donation from the Community Foundation. The second option is preferred because the DDA does not hold any land assets per se. Bosscher asked what our legal counsel would advise. Peccia stated it is advised that ownership stay with the City versus the DDA. Motion by Huckle, seconded by Coffey to proceed with the second option. Passed unanimously.

## **COMMUNICATIONS/OTHER ITEMS**

Bosscher asked if there could be talk about Mitchell Street downtown and making the downtown area more walkable and user friendly. Peccia stated that MDOT would sooner rather turn the street back to us, but do we want to even look at this? We are then responsible for any and all maintenance. If the DDA wants to begin the conversation, we could look at forming a subcommittee of the DDA and include a representative from the City Council as that group has talked about this topic as well. We would need to get a better feel from MDOT regarding what they are willing to do and not do. Huckle said if we did make Mitchell Street three lanes it will create a traffic bottleneck. There is no good alternative route to get from the north end of town to the south end of town. Wallace is working on a plan that would improve a lot of the north/south routes both east and west of Mitchell. He wants to review the routes with an engineer to make sure the roads could actually be built where he would suggest. In a month he could bring something to the DDA for review and comment.

Meeting adjourned at 8:43 a.m.