



City Council Meeting

May 21, 2018

6:00 p.m.

Cadillac Municipal Complex

Council Chambers

200 N. Lake St.

Cadillac, MI 49601



May 21, 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 April 16, 2018.

Support Document III-A

B. Minutes from the closed session held on April 16, 2018.

C. Minutes from the special meeting held on April 30, 2018.

Support Document III-C

IV. PUBLIC HEARINGS

A. Public hearing to consider adoption of Resolution Approving Combined Brownfield Plan Raven Redevelopment.

Support Document IV-A

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- B. Public hearing to consider adoption of Resolution Approving Combined Brownfield Plan Lakeside Ace Hardware.

Support Document IV-B

- C. Public hearing to consider adoption of Ordinance Amending the City Zoning Map.

Support Document IV-C

- D. Public hearing to consider approval of resolution to adopt Ordinance 2018-06 Establishing General Appropriations Act for Fiscal Year 2019.

Support Document IV-D

V. COMMUNICATIONS

- A. Cadillac Area Farmer's Market.

Support Document V-A

- B. Display of banner and street/parking lot closures for Back to the Bricks.

Support Document V-B

- C. Display of banner, parking lot closures, and beverage tents for Craft Beer Festival.

Support Document V-C

VI. APPOINTMENTS

- A. Recommendation regarding reappointment to the Planning Commission.

Support Document VI-A

VII. CITY MANAGER'S REPORT

- A. Bids and recommendation regarding purchase of Plow Truck Chassis.

Support Document VII-A

- B. Approval of Contract with MDOT for Leeson Avenue Project.

Support Document VII-B

- C. Recommendation regarding demolition of 434 Stimson Street.

Support Document VII-C

- D. Recommendation regarding extension of solid waste removal contract with Republic Services.

Support Document VII-D

VIII. ADOPTION OF ORDINANCES AND RESOLUTIONS

- A. Adopt Resolution Amending General Appropriations Act for Fiscal Year 2018.

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Support Document VIII-A

IX. MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

A. Planning Commission

Support Document IX-A

B. Downtown Development Authority

Support Document IX-B

X. PUBLIC COMMENTS

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

XI. GOOD OF THE ORDER

XII. CLOSED SESSION

Adjourn to closed session pursuant to MCL 15.268(a) to consider a periodic personnel evaluation of the City Manager, a public officer and employee, at his written request; to consult with the City Attorney regarding trial or settlement strategy in connection with Wexford County Circuit Court Consolidated Case Nos. 13-24803-CH and 17-27610-CZ, *TeriDee LLC et al. v Clam Lake Township and Haring Charter Township v City of Cadillac and HOP Family, LLC and City of Cadillac v Haring Charter Township and Clam Lake Township*; and to consider the purchase or lease of real property.

XIII. 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 – April 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

ROLL CALL

Council Present: Spoelman, Schippers, Engels, King, Mayor Filkins
Council Absent: None
Staff Present: Peccia, Roberts, Coy, Crawford, Homier, Wasson

APPROVAL OF AGENDA

Peccia requested the agenda be amended to add the Oasis recognition of April as Sexual Assault Awareness Month under communications accordingly.

2018-080 Approve agenda as amended.

Motion was made by Engels and supported by King to approve the agenda as amended to add the request from Oasis as Item VI-E under Communications.

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2018-081 Approve consent agenda as presented.

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

Motion unanimously approved.

PUBLIC HEARINGS

A. Public hearing to consider approval of the 2019-2024 Capital Improvement Program.

Owen Roberts, Director of Finance, presented information on the 2019-2024 Capital Improvement Program (CIP). He noted that the CIP is a valuable tool used to plan, schedule, and coordinate activities. He stated that a capital project is defined as a physical asset or major software with a cost greater than \$7,500 and a useful life greater than one (1) year. He

described the types of capital projects, related costs, and funding sources and highlighted several projects included in the plan that included six years of projects totaling \$16,158,000.

Mayor Filkins opened the public hearing.

There were no public comments.

Mayor Filkins closed the public hearing.

2018-082 Approve 2019-2024 Capital Improvement Program.

Motion was made by Schippers and supported by Spoelman to approve the 2019-2024 Capital Improvement Program as presented.

Motion unanimously approved.

B. Public hearing to discuss the 2018/2019 Annual Operating Budget.

Roberts noted the City Charter defines the budget process and explained the budget timeline. He stated that the budget period covers July 1, 2018 through June 30, 2019. He pointed out that the budget contains proposed expenditures of \$18.6 million, and noted that all millages levied by the City – including the City’s operating millage, police and fire retirement millage, and DDA millage – will be unchanged from the prior year. He summarized the highlights of the revenues and expenditures and also explained revenue challenges.

Mayor Filkins opened the public hearing.

There were no public comments.

Mayor Filkins closed the public hearing.

COMMUNITY SPOTLIGHT

A. Presentation by Jennifer Brown, CAPS Superintendent.

Jennifer Brown, CAPS Superintendent, presented information on the 2018 Bond Campaign.

COMMUNICATIONS

A. Parade route for the Memorial Day Parade.

2018-083 Approve parade route for Memorial Day Parade.

Motion was made by Spoelman and supported by King to approve the parade route for the Memorial Day parade to be held on May 28, 2018 at 10:00 am with parade set-up beginning at 9:00 am.

Motion unanimously approved.

B. Street closure for Cadillac Rotary STRIDE for STRIVE Memorial Day 5k event.

2018-084 Approve street closure for STRIDE for STRIVE Memorial Day 5k event.

Motion was made by Spoelman and supported by King to approve the closure of Linden St. between Chestnut St. and W. Division St. from 8:00 am to 8:30 am on May 28, 2018 for the Cadillac Rotary STRIDE for STRIVE Memorial Day 5k event.

Motion unanimously approved.

C. Street closure for Life Resources Walk 4 Life event.

Bridget Roberts, Life Resources, thanked Council for their support.

2018-085 Approve street closure for Life Resources Walk 4 Life event.

Motion was made by Engels and supported by King to approve the closure of Lake St. between Harris St. and Cass St. from 8:00 am to 10:30 am on June 2, 2018 for the Life Resources Walk 4 Life event.

Motion unanimously approved.

D. Made in Michigan Artisan & Farm Market.

2018-086 Approve Made in Michigan Artisan & Farm Market.

Motion was made by Spoelman and supported by King to approve the request from the Made in Michigan Artisan and Farm Market to operate from 10:00 am to 4:00 pm on Thursdays and Saturdays from June 2, 2018 to October 13, 2018.

Motion unanimously approved.

E. Oasis Project in Recognition of April as Sexual Assault Awareness Month.

2018-087 Approve Oasis Project in Recognition of April as Sexual Assault Awareness Month.

Motion was made by Schippers and supported by Spoelman to approve the request from Oasis to place teal colored tires at four (4) locations within the Cadillac parks subject to the conditions noted.

Motion unanimously approved.

CITY MANAGER'S REPORT

A. Bids and recommendation regarding Proposed Bath House – Kenwood Park.

Peccia noted eight (8) bids were received for the project. He noted Orshal Construction is a 'Surrounding Area' vendor in accordance with Section 2-302 of the Cadillac City Code related to Local Vendors. He added it is being recommended to award the contract to Orshal Construction in the amount of \$173,500 and to approve a 5% contingency in construction quantities or scope for a total award of \$182,175. He stated the City was awarded a grant from the Michigan Department of Natural Resources that will cover \$80,000 of the costs of

the project.

2018-088 Award contract for Bath House – Kenwood Park.

Motion was made by Spoelman and supported by Schippers to award the contract for the construction of a new bath house to Orshal Construction in the amount of \$173,500 and approve a 5% contingency in construction quantities or scope for a total award of \$182,175.

Motion unanimously approved.

B. Bids and recommendation regarding Selma Street Improvements and Sanitary Lift Station.

Peccia noted three (3) bids were received. He stated it is being recommended to award the contract to C.J.'s Excavating, Inc. in the amount of \$601,834.87 and to approve a 15% contingency for City engineer-approved field changes in unit quantity or scope for a total award of \$692,110.10.

2018-089 Award contract for Selma Street Improvements and Sanitary Lift Station.

Motion was made by Schippers and supported by King to award the contract for the Selma Street Improvements and Sanitary Lift Station to CJ's Excavating, Inc. in the amount of \$601,834.87 and approve a 15% contingency for City engineer-approved field changes for a total award of \$692,110.10.

Motion unanimously approved.

C. Bids and recommendation regarding Alley Concrete Paving.

Peccia stated the alley project was requested by property owners abutting the alley. He noted it is being recommended to award the contract to Schepers Concrete Construction, LLC in the amount of \$27,584.48 and to approve a 10% contingency for City engineer-approved field changes in unit quantity or scope for a total award of \$30,342.93. He stated costs of the project will be assessed evenly among the seven (7) properties and repaid to the City over a 10-year period.

Spoelman noted the cost came in higher than was estimated. She asked if the property owners are in still in support of the project.

Roberts stated the City is planning to withhold the notice to proceed until the property owners have been contacted. He noted some of the costs are the responsibility of the City such as sidewalk approaches which will help minimize some of the overage.

Schippers asked what will happen if the property owners are not in favor of the project due to the increased cost.

Roberts stated the project will be cancelled.

2018-090 Award contract for Alley Concrete Paving.

Motion was made by Schippers and supported by Spoelman to award the contract for the Alley Concrete Paving to Schepers Concrete Construction, LLC in the amount of \$27,584.48 and approve a 10%

contingency for City engineer-approved field changes in unit quantity or scope for a total award of \$30,342.93.

Motion unanimously approved.

D. Request for out-of-state travel.

Peccia stated the City's Travel Expense Reimbursement Policy requires Council approval for any work-related out-of-state travel for City employees. He noted there are three (3) separate requests for out-of-state travel:

- North American Snow Conference – DPW Operations Manager
- Monroe Truck Equipment and Federal Signal Factory Tour - DPW Operations Manager and Operator
- Annual Conference of the International City Management Association (ICMA) – City Manager

2018-091 Approve request for out-of-state travel.

Motion was made by Spoelman and supported by Engels to approve the out-of-state travel requests for the DPW Operations Manager, DPW Staff, and the City Manager as presented.

Spoelman stated she believes the City Manager should routinely attend a national conference.

Motion unanimously approved.

INTRODUCTION OF ORDINANCES AND RESOLUTIONS

- A. Adopt resolution to introduce Ordinance Establishing General Appropriations Act for Fiscal Year 2019 and set a public hearing for May 21, 2018.

2018-092 Set public hearing for Ordinance 2018-06.

Motion was made by King and supported by Engels to adopt the resolution to introduce Ordinance Establishing General Appropriations Act for Fiscal Year 2019 and set a public hearing for May 21, 2018.

Motion unanimously approved.

ADOPTION OF ORDINANCES AND RESOLUTIONS

- A. Adopt Resolution Authorizing MDEQ Brownfield Grant/Loan Application for Cadillac Lofts Redevelopment.

Eric Hanna, CEO of Michigan Community Capital, introduced Dean DeKryger, DK Design Group. He noted Michigan Community Capital is a 501(c)(3) public charity. He stated it has been in business since 2005 and has completed nearly \$200 million worth of urban and rural redevelopment projects using a variety of state, federal, and private sector tools.

Hanna stated the Cadillac Lofts project will redevelop the former Oleson site. He noted the plan is for approximately fifty (50) apartment units as well as almost 13,000 square feet of retail space.

Dean DeKryger, DK Design Group, stated they are very excited and grateful to be part of the project. He noted it will add housing for young professionals and others with housing needs. He stated it will have a positive impact on pedestrian and vehicular traffic in the downtown area.

Mac McClelland, Otwell Mawby, stated the City has received preliminary approval from the MDEQ for a \$223,000 grant and a \$543,140 loan for this project. He noted they are planning to prepare a brownfield plan for this project so the increased tax revenues will be able to repay the loan. He stated that as part of the application process the MDEQ requires a resolution from the governing body verifying that the project will be undertaken if funding is awarded, and that the development is consistent with local development and redevelopment plans and zoning ordinances. He added the resolution must also indicate that the applicant, the Cadillac Brownfield Redevelopment Authority, is willing to accept a loan in this amount and that the City Council must commit to repayment of the loan.

McClelland stated the Dollar General project and the Chemical Bank project also received brownfield loans. He noted there will be a Development and Reimbursement Agreement executed between Cadillac Lofts, LLC, the City of Cadillac, and the Cadillac Brownfield Redevelopment Authority that will outline the terms and conditions for Brownfield funding.

2018-093 Adopt Resolution Authorizing MDEQ Brownfield Grant/Loan Application for Cadillac Lofts Redevelopment.

Motion was made by King and supported by Schippers to adopt the resolution Authorizing the MDEQ Brownfield Grant/Loan Application for Cadillac Lofts Redevelopment.

Motion unanimously approved.

- B. Adopt Resolution for Combined Brownfield Plan for the Raven Redevelopment and set a public hearing for May 21, 2018.

Peccia stated Council is being asked to set a public hearing for May 21, 2018 for the Raven Redevelopment project and for the Cadillac Ace Hardware Redevelopment project.

2018-094 Set public hearing for Combined Brownfield Plan for the Raven Redevelopment.

Motion was made by Spoelman and supported by King to adopt the Resolution for Combined Brownfield Plan for the Raven Redevelopment and set a public hearing for May 21, 2018.

Motion unanimously approved.

- C. Adopt Resolution for Combined Brownfield Plan for the Cadillac Ace Hardware Redevelopment and set a public hearing for May 21, 2018.

King asked to be recused for the reason stated at a prior meeting which was as follows:

King noted the owner of the property seeking the zoning change is not connected to his law firm but the individual purchasing the property who will benefit from a zoning change is a client of his law firm so he is requesting to be recused from the vote.

2018-095 Recuse Council Member King.

Motion was made by Schippers and supported by Engels to recuse Council Member King from this item.

Motion unanimously approved.

2018-096 Set public hearing for Combined Brownfield Plan for the Cadillac Ace Hardware Redevelopment.

Motion was made by Engels and supported by Schippers to adopt the Resolution for Combined Brownfield Plan for the Cadillac Ace Hardware Redevelopment and set a public hearing for May 21, 2018.

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

GOOD OF THE ORDER

Peccia stated the next regularly scheduled City Council will be held on May 21, 2018 due to the Special Election.

CLOSED SESSION

Adjourn to closed session to consult with the City Attorney regarding trial or settlement strategy in connection with Wexford County Circuit Court Consolidated Case Nos. 13-24803-CH and 17-27610-CZ, *TeriDee LLC et al. v Clam Lake Township and Haring Charter Township v City of Cadillac and HOP Family, LLC and City of Cadillac v Haring Charter Township and Clam Lake Township.*

2018-097 Adjourn to closed session.

Motion was made by Spoelman and supported by Schippers to adjourn to closed session to consult with the City Attorney regarding trial or settlement strategy in connection with Wexford County Circuit Court Consolidated Case Nos. 13-24803-CH and 17-27610-CZ, *TeriDee LLC et al. v Clam Lake Township and Haring Charter Township v City of Cadillac and HOP Family, LLC and City of Cadillac v Haring Charter Township and Clam Lake Township.*

Motion unanimously approved.

2018-098 Return to open session.

Motion was made by Engels and supported by King to return to open session.

Motion unanimously approved.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk

DRAFT

CITY COUNCIL MEETING MINUTES

Special Meeting
April 30, 2018 4:30 pm

Cadillac City Hall – 200 N. Lake St. - Cadillac, Michigan 49601

CALL TO ORDER

Mayor Filkins called the meeting to order at approximately 4:30 pm.

ROLL CALL

COUNCIL PRESENT: Schippers, Engels, King, Mayor Filkins

COUNCIL ABSENT: Spoelman

Staff Present: Peccia, Wasson

APPROVAL OF AGENDA

2018-099 Approve agenda as presented.

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

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

SET PUBLIC HEARING REGARDING CADILLAC LOFTS, LLC REZONING APPLICATION AND SKETCH PLAN

Peccia noted the Planning Commission unanimously recommended that the rezoning application and the sketch plan move forward for consideration by the City Council. He stated it is a preliminary sketch plan and if approved by the City Council the item will go back to the Planning Commission. He added the Planning Commission will review the final site plan once it has been submitted by the developers.

Mayor Filkins mentioned the presentation at the Planning Commission meeting. She stated she felt the Planning Commission did an excellent job of asking all of the right questions.

Peccia stated the exact timing of the development is unknown at this time.

Peccia stated the rezoning applies the Mixed-Use Planned Unit Development (M-PUD) Zoning District to this property. He noted submittal of the preliminary sketch plan allows the Planning Commission and the City Council to review the concept of the development.

2018-100 Set public hearing for Ordinance 2018-07.

Motion was made by King and supported by Engels to adopt the resolution to introduce Ordinance Amending the City Zoning Map and set a public hearing for May 21, 2018.

Motion unanimously approved.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk

May 21, 2018

Council Communication

RE: Raven Redevelopment and Lakeside Ace Hardware Combined Brownfield Plans

Two exciting redevelopment projects are underway in the City of Cadillac, and have been proposed for consideration of Brownfield Plans. The approval of the Brownfield Plan, and Act 381 Work Plan for State approval, will allow for capture by the Cadillac Brownfield Redevelopment Authority of increased incremental taxes generated by additional private investment to reimburse certain Brownfield Eligible Activities for both the Raven Restaurant and the Lakeside Ace Hardware establishments.

The proposed Brownfield process is the same for both projects, and the following is a brief description of each project and of the Brownfield approval process.

Raven Restaurant: The Freibergs acquired the downtown property at 119 S. Mitchell Street and has undergone significant work to remodel the building to open the Raven restaurant.

Brownfield Eligible Activities include environmental due diligence, selective demolition, and relocation of active utilities. Estimated private investment is estimated at \$1 million and capture is anticipated for five-years, with an additional five-years for the Local Brownfield Fund.

Lakeside Ace Hardware: Mr. Gilde is acquiring the former Hostess facility at 834 and 836 N. Mitchell Street for development of the Cadillac Ace Hardware.

Brownfield Eligible Activities include environmental due diligence, lead and asbestos abatement, and selective building demolition. Estimated private investment is estimated at \$600,000 and capture is anticipated for eleven-years, with an additional five-years for the Local Brownfield Fund.

City Assessor Joe Porterfield, a Level IV assessor, has inspected the both buildings and has determined that the buildings are functionally obsolete due to deteriorated conditions, code compliance, accessibility, and outdated utilities and has prepared an Affidavit of Functional Obsolescence, as required by Act 381 which qualifies the sites as Brownfield Eligible Property.

Recent amendments to Act 381 provide for the combination of a Brownfield Plan and an Act 381 Work Plan for State tax capture into a Combined Brownfield Plan, and a Combined Brownfield Plan has been prepared for each project to facilitate the development by reimbursing environmental and non-environmental costs through the capture by the Cadillac Brownfield Redevelopment Authority of increased taxes generated by the increased private investment.

The proposed Combined Brownfield Plans were reviewed and approved by the Cadillac Brownfield Redevelopment Authority at their April 16, 2018 meeting. The Combined Brownfield Plans will also be presented for approval of State Tax Capture the Michigan Strategic Fund for Non-Environmental Eligible Activities. Environmental due diligence activities, including the Phase I Environmental Site Assessment, are automatically approved for State tax capture with the approval of the Combined Brownfield Plan. As an aside, school debt is exempt from capture.

As part of the approval process, Act 381 requires that a public hearing be held by the governing body to consider public input on the Combined Brownfield Plans.

The following is a proposed schedule for considering the Brownfield Plans:

Action	Entity	Date
Approve Combined Brownfield Plans	CCBRA	April 16, 2018
Approve Resolutions to Establish Public Hearings	City Council	April 16, 2018
Publish Notices of Public Hearings and to Taxing Jurisdictions	CCBRA	April 26, 2018
Hold Public Hearing	City Council	May 21, 2018
Approve Combined Brownfield Plans	City Council	May 21, 2018

RECOMMENDATION:

Adopt the Resolution Approving Combined Brownfield Plan Raven Redevelopment and the Resolution Approving Combined Brownfield Plan Lakeside Ace Hardware.

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. _____

**Resolution Approving Combined Brownfield Plan
Raven Redevelopment**

At a regular meeting of the Cadillac City Council held at Cadillac City Hall, 200 North Lake Street, Cadillac, Michigan on May 21, 2018, at 6:00 p.m., the following resolution was offered by

Councilperson _____ and supported by

Councilperson _____.

Whereas, the Michigan Brownfield Redevelopment Financing Act, Act 381, P.A. 1996 as amended ("Act 381"), authorizes municipalities to create a brownfield redevelopment authority to promote the revitalization, redevelopment, and reuse of contaminated, blighted, functionally obsolete, or historically designated property through tax increment financing of eligible activities approved in a Brownfield Plan; and

Whereas, the City Council established the Cadillac Brownfield Redevelopment Authority ("CBRA") under the procedures in Act 381 on December 6, 1996 to facilitate the redevelopment of Brownfields within the City of Cadillac; and,

WHEREAS, Act 381 was recently amended to provide for Combined Brownfield Plans that combine the elements of a Brownfield Plan (which identifies the Brownfield Eligible Property and Activities and estimates the impacts to taxing jurisdictions, among other items) with the elements of an Act 381 Work Plan (which details the proposed project, the specific eligible activities that will be undertaken to alleviate Brownfield conditions, and the costs and time frame of the project, and which is necessary for state tax capture approval); and

WHEREAS, the City understands that certain property located at 412 S. Mitchell Street ("Raven Redevelopment") qualifies as a Brownfield Eligible Property and that the owner intends to undertake various Brownfield Eligible Activities, including environmental due diligence, lead and asbestos abatement, selective demolition and infrastructure improvements to redevelop the property; and

WHEREAS, a Combined Brownfield Plan was submitted for the Raven Redevelopment that: (1) establishes the property at 412 S. Mitchell Street as Eligible Property, (2) outlines Environmental and Non-Environmental Eligible Activities, and (3) provide for the capture by

the CBRA of future increased incremental taxes generated by increased private investment on the property for reimbursement of the Eligible Activity expenses; and

Whereas, on April 16, 2018, the CBRA reviewed and approved the Combined Brownfield Plan and recommended approval to the City Council, and

Whereas, the City Council has determined that the Combined Brownfield Plan meets the requirements of Act 381 and constitutes a public purpose of job creation, increased private investment and economic development, and increased property tax value; and

Whereas, a public hearing on the Combined Brownfield Plan has been noticed and held on May 21, 2018 and notices to taxing jurisdictions have been provided in compliance with the requirements of Act 381; and

Whereas, the City Council has reviewed the Combined Brownfield Plan and finds, in accordance with the requirements of Section 14 of Act 381 that:

- (a) The Combined Brownfield Plan meets the requirements of Section 13 of Act 381, Brownfield Plan Provisions as described in the Combined Brownfield Plan, consistent with format recommended by the State of Michigan, including a description of the costs intended to be paid with tax increment revenues, a brief summary of eligible activities, estimate of captured taxable value and tax increment revenues, method of financing, maximum amount of indebtedness, beginning date and duration of capture, estimate of impact on taxing jurisdictions, legal description of eligible property, estimates of persons residing on the eligible property if applicable, and a plan and provisions for relocation of residents, if applicable.;
- (b) The proposed method of financing the costs of eligible activities, private financing arranged by Raven, the property owner, is feasible and that the Authority will not arrange financing, as described in Section 3.2 of the Combined Brownfield Plan;
- (c) The costs of eligible activities proposed are reasonable and necessary to carry out the purposes of Act 381, including complying with environmental due diligence and due care requirements, meeting regulatory requirements for lead and asbestos abatement prior to demolition, demolition is necessary to provide for the installation of new equipment and building remodeling for modernization and expansion, and the cost estimates are based on evaluation from certified professionals, experience in comparable projects, and preliminary discussions with reputable companies, as described in Section 2.2 of the Combined Brownfield Plan; and
- (d) The amount of captured taxable value estimated from the adoption of the Combined Brownfield Plan is reasonable, as calculated in Table 2 of the Combined Brownfield Plan, based on calculations of the tax revenues derived from taxable value increases and millage rates approved and authorized by the taxing jurisdictions on an annualized basis and balances against the outstanding eligible activity obligation approved as part of the Combined Brownfield Plan

and expenses reviewed and approved by the Cadillac Brownfield Redevelopment Authority.

Now, Therefore, the City Council of the City of Cadillac, Wexford County, Michigan resolves as follows:

1. Pursuant to the Brownfield Redevelopment Financing Act, Act 381 of the Public Acts of 1996, as amended, being MCL 125.2651, *et seq*, the Cadillac City Council hereby approves the Raven Redevelopment Combined Brownfield Plan in Cadillac.

2. Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof, other than the part so declared to be invalid.

3. Any prior resolution, or any part thereof, in conflict with any of the provisions of this Resolution is hereby repealed, but only to the extent necessary to give this Resolution full force and effect.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF WEXFORD)

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 21th day of May 2018.

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

**ACT 381 COMBINED
BROWNFIELD AND WORK PLAN
TO CONDUCT
ELIGIBLE
MDEQ ENVIRONMENTAL AND
MSF NON-ENVIRONMENTAL
ACTIVITIES**

**Raven
119 S. Mitchell Street
Cadillac, Michigan 49601
City of Cadillac
Wexford County, Michigan**

Cadillac Brownfield Redevelopment Authority

**Approved by Cadillac Brownfield
Redevelopment Authority: April 16, 2018**

Public Hearing: May 21, 2018

**Approved by Cadillac
City Council: May 21, 2018
(tentative)**

Prepared by:

**Mac McClelland, Manager – Brownfield Redevelopment
Otwell Mawby, P.C.
309 E. Front Street
Traverse City, Michigan 49684
mac@otwellmawby.com
231.633.6303
www.otwellmawby.com**

Environmental ▪ Brownfield ▪ Asbestos ▪ Geotechnical ▪ Materials Testing

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PROJECT SUMMARY

The Freibergs acquired the downtown property at 119 S. Mitchell Street and have undertaken significant work to remodel the building to open the Raven restaurant. The private investment is estimated at \$935,000 and the Raven is anticipated to create 15 – 20 jobs.

There are significant extraordinary and unanticipated cost associated with the redevelopment that are appropriate for Brownfield Tax Increment Financing (TIF).

Brownfield Eligible Activities include environmental due diligence, selective building demolition, and site preparation to relocate active utilities.

The redevelopment is consistent with the City of Cadillac Master Plan and zoning ordinance. Initial work is anticipated to begin in Summer 2018, with tax increment capture beginning in 2019.

Project Name:	Raven
Project Location:	The eligible property is located in at 119 S. Mitchell Street in the City of Cadillac, Wexford County, Michigan with the Parcel Identification Number 10-086-00-178-00
Type of Eligible Property:	Functionally Obsolete
Eligible Activities:	Environmental, Demolition, Site Preparation,
Eligible Activity Costs: (excluding interest)	\$45,950
Years to Complete Eligible Activities Payback:	4 Years for Local Capture and 5 Years for State Capture
Estimated Eligible Investment:	\$935,000
Annual Tax Revenue Before Project:	\$5,696
Estimated Annual Tax Revenue in First Year After Project:	\$35,351

**ACT 381 COMBINED BROWNFIELD PLAN
TO CONDUCT ELIGIBLE
MDEQ ENVIRONMENTAL AND
MSF NON-ENVIRONMENTAL ELIGIBLE ACTIVITIES**

**UNDER THE AUTHORITY OF THE
BROWNFIELD REDEVELOPMENT FINANCING ACT,
1996 PA 381, AS AMENDED**

1.0 INTRODUCTION

The Cadillac Brownfield Redevelopment Authority (“CBRA”) is submitting this Act 381 Combined Brownfield Plan for MDEQ Environmental and MSF Non-Environmental Eligible Activities for the proposed Former Better Bodies Property in the City of Cadillac, Wexford County, Michigan (herein referred to as the “Eligible Property”).

This Combined Brownfield Plan is submitted under the auspices of Act 381, P.A. 1996, as amended.

1.1 PROPOSED REDEVELOPMENT AND FUTURE USE - MCL 125.2663(1)(A)

The proposed project includes the redevelopment of the building and property at 119 S. Mitchell, including selective demolition, relocation of active utilities, and remodeling into the Raven restaurant.

The estimated investment is \$935,000.

1.2 ELIGIBLE PROPERTY INFORMATION - MCL 125.2663(1)(h)

1.2.1 Property Eligibility and Location

Property Eligibility – Clifford (Joe) Porterfield, City of Cadillac Assessor (Level IV) has determined that the property is functionally obsolete, as defined by Act 381, P.A. 1996 as amended. An Affidavit of Functional Obsolescence is included in the Combined Brownfield Plan. As a result, the property qualifies as Eligible Property under Act 381.

Location - The Eligible Property is located at 119 S. Mitchell Street in Cadillac with Parcel Identification Number 10-086-00-178-00 with a total area of approximately 0.16 acres, with one building.

The legal description of the parcel is provided below. A Project Location Map and Eligible Property Map are included in the Appendix as Figures 1 and 2, respectively.

<u>Site Name</u>	<u>Parcel</u>	<u>Legal Description</u>
119 S. Mitchell	10-086-00-178-00	LOT 2 OF BLOCK 6 OF MITCHELL'S REVISED PLAT OF THE VILLAGE OF CLAM LAKE, EXCEPT COMMENCING 25 FEET NORTH OF THE SOUTHEAST CORNER OF LOT 2, THENCE SOUTH 25 FEET THENCE WEST 17 FEET ALONG THE SOUTH LINE OF LOT 2, THENCE NORTHERLY TO THE POINT OF BEGINNING, CITY OF CADILLAC, SECTION 4, T21N, R9W, WEXFORD COUNTY, MICHIGAN

Personal Property is included as part of the Eligible Property, with incremental increases over Initial Taxable Value subject to capture under this Combined Brownfield Plan.

1.2.2 Current Ownership

The Eligible Property is owned by Freiberg Holdings, LLC.

1.2.3 Proposed Future Ownership

The Eligible Property will remain owned by Freiberg Holdings, LLC.

1.2.4 Delinquent Taxes, Interest & Penalties

There are currently no delinquent taxes, interest or penalties due on the subject property.

1.2.5 Existing & Proposed Future Zoning for Eligible Property

The property is zoned General Business District (B-3), and governed by the provisions of the City of Cadillac Zoning Ordinance.

1.3 HISTORICAL, PREVIOUS USE AND OWNERSHIP OF EACH ELIGIBLE PROPERTY

1.3.1 Historic Use

The property had been historically used for a variety of commercial activities as far back as 1885, including a cigar shop, a harness shop, a jewelry shop, a bicycle repair shop, a part of a movie house and a telephone company up to 1923. A number of different occupants of the building were identified over the next number of years, including United Construction Workers/Unite Mine Workers (UMW), Deluxe Beauty Shop, Internal Revenue Service, a tailor shop and Cadillac Girl Scouts (1952), and R&S Shoe Store, UMW, Reed and Wheaton Jewelers and Lake State Forest Exp. Station and/or Charrier Art Beauty Salon (1958 and 1962). Milliken's Department Store was the primary occupant from the mid-1960's to the mid-2000's, when the store closed and other retailers occupied the property until 2014.

The main building on the site was originally on the west side of the property with several smaller buildings located on the west side of the property over the early years of Sanborn Map coverage. Most of the property is covered by one larger building by 1950.

1.3.2 Previous Ownership

Previous owners included Chemical Bank, Stephanie and Will Trombley, Cadillac 99 LLC, J&K Fund II LLC, and Milliken Partners, LTD. Milliken Partners was a previous department store operator and the property was previously their Cadillac department store.

1.4 CURRENT USE OF ELIGIBLE PROPERTY

The property is developed with the existing commercial building and entryways. The building was unoccupied and had most recently been used for retail purposes.

1.5 SITE CONDITIONS AND KNOWN ENVIRONMENTAL CONTAMINATION SUMMARY

1.5.1 Site Conditions

The subject site has a two-level building with 6,840-square foot on each floor and a basement, which occupies most of the property. The building exterior is finished, with painted brick and block. The drive

way into the site enters the eastern portion of the property, into a parking area on the north side of the building. Figure 2 shows the pertinent features of the building and property.

Major utilities are present within the right-of-way along North Mitchell Street. Electrical service is overhead in the alley and appeared to connect to the east side of the building. The site is also served by the City of Cadillac water and sewer services. Communication lines are also overhead and enter the south side of the building. Storm water is handled through direct surface water runoff from across the property.

1.5.1 Known Environmental Contamination Summary

A Record Search with Risk Assessment was conducted for the property which included an environmental database review, a review of historic site use information, interviews with local and state environmental regulatory personnel, and a visit to the site to observe the property exterior. The conclusion for the assessment was that the property has a Low Risk of Contamination. The property has historically been used for retail and commercial purposes which did not use hazardous substances with no evidence of an underground storage tank.

As a result, the site is not considered a Part 201 Facility, under Act 451, PA 1994 as amended.

1.6 FUNCTIONALLY OBSOLETE, BLIGHTED AND/OR HISTORIC CONDITIONS

The property was tax reverted and, as such, meets the definition of blighted under Act 381, P.A. 1996 as amended. The property also meets qualifying Eligible Property under Act 381 as a Part 201 Facility.

1.7 INFORMATION REQUIRED BY SECTION 15(15) OF THE STATUTE

1.7.1 MSF Eligible Activity Sufficiency

The MSF Eligible Activities proposed under this Combined Brownfield Plan include: Lead and Asbestos Abatement and Demolition. Section 3 provides a detailed work scope for each of the MSF Eligible Activities. The following is a brief explanation of sufficiency for each Eligible Activity:

1.7.1.1 Demolition: The selective demolition of a portion of the existing building will provide for the redevelopment to meet code, space, and finish requirements. The selective demolition that would inhibit future development are sufficient to alleviate brownfield conditions on the Eligible Property.

1.7.1.2 Site Preparation: Site preparation activities includes relocation of active utilities, including City water and services. The site preparation activities will meet the needs for site development and are sufficient to alleviate the existing brownfield conditions on the Eligible Property.

1.7.2 MSF Eligible Activity Need

The MSF Eligible Activities proposed under this Combined Brownfield Plan include: Demolition and Site Preparation. Section 3 provides a detailed work scope for each of the MSF Eligible Activities. The following is a brief explanation of the need for each Eligible Activity:

1.7.2.1 Demolition: Selective demolition of the building must be conducted in order to meet code, space, and finish needs for the restaurant.

1.7.2.2 Site Preparation: Water and Sewer services were required to be relocated are part of the redevelopment.

1.7.3 MSF Eligible Activity Cost Determination

The MSF Eligible Activities proposed under this Combined Brownfield Plan include: Lead and Asbestos Abatement, and Demolition. Section 3 provides a detailed work scope for each of the MSF Eligible Activities. The following is a brief explanation of the need for each Eligible Activity:

1.7.3.1 Demolition: Costs for demolition are based on internal company estimates and preliminary consultations with reputable local firms, net of recycling material revenues.

1.7.3.2 Site Preparation: Costs for active utility relocation are based on contractor estimates.

1.7.4 Public Purpose - MCL 125.2664(1)

The proposed project will convert a vacant commercial building into the Raven restaurant.

The total projected investment is expected to be approximately \$935,000.

The project will significantly add to the local and state tax base. When completed, property taxes are estimated at **\$35,351** per year (following the retirement of Brownfield obligations) with 39.90% of these revenues going to the State of Michigan and 60.10% to local taxing jurisdictions. The property currently generates \$5,696 and without redevelopment, the property value and property taxes will likely decline.

1.75 Reuse of Vacant Buildings and the Redevelopment of Blighted Property

The building vacant and, while not currently blighted, would be expected to become so over time.

1.7.6 Job Creation

The project is anticipated to create 22 full time equivalent jobs.

1.7.6 Area of High Unemployment

The unemployment rate for Wexford County in 2016 was 5.6 percent, as compared to the State unemployment rate at 4.9 percent, according to the USDA Economic Research Service.

1.7.8 Level and Extent of Contamination Alleviated in Connection with the Eligible Activities

A Record Search with Risk Assessment was conducted for the property which included an environmental database review, a review of historic site use information, interviews with local and state environmental regulatory personnel, and a visit to the site to observe the property exterior. The conclusion for the assessment was that the property has a Low Risk of Contamination. The property has historically been used for retail and commercial purposes which did not use hazardous substances with no evidence of an underground storage tank.

As a result, the site is not considered a Part 201 Facility, under Act 451, PA 1994 as amended.

1.7.9 Level of Private Sector Contribution to the Project

The private sector contribution to this project is expected to be approximately \$935,000.

1.7.10 Greenfield Comparison

A Greenfield site was not considered for the project. All Eligible Activities under this Combined Brownfield Plan would not be required on a Greenfield site.

1.7.11 Creation of New Brownfields

There is no anticipated creation of a new brownfield from the project.

1.7.12 Project Pro forma

A project pro forma has not been prepared for the project.

1.7.13 Other Incentives

No other incentives are anticipated for the project.

1.7.14 Other Information

None

2.0 SCOPE OF WORK - MCL 125.2663(1)(B)

The purpose of the proposed eligible activities proposed under this Combined Brownfield Plan is to conduct MDEQ Environmental Eligible Activities, including a Phase I Environmental Site Assessment and MSF Eligible Activities, including Selective Building Demolition and Site Preparation.

2.1 MDEQ ELIGIBLE ACTIVITIES

Section 13(16), Act 381, PA 1996 as amended provides for State tax capture for site investigation activities and associated reports for a baseline environmental assessment and due care plan without Department approval. These MDEQ Eligible Activities are listed for qualification under the Brownfield Plan and are not part of the Act 381 Work Plan request to the Department.

2.1.1 Baseline Environmental Assessment

The work scope is to conduct a Phase I Environmental Site Assessments (ESAs) and Phase II ESA to meet environmental due diligence and All Appropriate Inquiry for 412 Cadillac, LLC.

- A. Phase I ESA: A Record Search with Risk Assessment was conducted for the property which included an environmental database review, a review of historic site use information, interviews with local and state environmental regulatory personnel, and a visit to the site to observe the property exterior. The conclusion for the assessment was that the property has a Low Risk of Contamination. The property has historically been used for retail and commercial purposes which did not use hazardous substances with no evidence of an underground storage tank.

As a result, the site is not considered a Part 201 Facility, under Act 451, PA 1994 as amended.

2.1.2 Due Care Investigation and Activities

Not applicable.

2.1.3 Additional Response Activities

Not applicable.

2.1.3 Environmental Insurance

Not applicable.

2.1.4 Interest

Interest is included as an Eligible Activity. The Brownfield Eligible Activities of environmental due diligence have been privately financed by the Developer. Interest is calculated at 5.0% for 6 years for the purposes of this Combined Brownfield Plan.

2.1.5 Combined Brownfield Plan

The preparation, approval, and implementation of the Combined Brownfield Plan is included as Eligible Activities.

The following tables estimate the costs for Environmental Eligible Activities to be funded by tax increment revenues.

Estimated Cost of MDEQ Environmental Eligible Activities

MDEQ Environmental Eligible Activities	Estimated Cost
Baseline Environmental Assessment	\$2,000
Contingency (15%)	\$300
Eligible Activities Subtotal	\$2,300
Interest	\$326
Combined Brownfield Plan Development, Approval, Implementation	\$5,000
Brownfield Authority Administrative and Operating Cost	\$3,500
MDEQ Environmental Eligible Activities Total	\$11,156

2.2 MSF NON-ENVIRONMENTAL ELIGIBLE ACTIVITIES

MSF Eligible Activities are requested under this plan under the auspices of Act 381. The City of Cadillac is a Qualified Local Government; however, MSF Non-Environmental Eligible Activities include only lead and asbestos abatement and demolition.

2.2.1. Demolition

Demolition will include site demolition and selective demolition of a portion of the building.

The following is a cost estimate for Site and Selective Demolition:

Selective Building Demolition	Total
Selective Building Demolition	\$35,000
Contingency (15%)	<u>\$5,250</u>
TOTAL	\$40,250

2.2.2. Lead and Asbestos Abatement

Not applicable

2.2.3 Infrastructure Improvements

Not applicable

2.2.4 Site Preparation

The Eligible Property is located in the City of Cadillac, which is designated as a Qualified Local Unit of Government, or Core Community. Site preparation includes relocation of active utilities.

Site Preparation	Total
Site Preparation – Active Utility Relocation	\$16,000
Contingency (15%)	<u>\$2,400</u>
TOTAL	\$18,400

2.2.5 Interest

Interest is included as an Eligible Activity. The Brownfield Eligible Activities of lead and asbestos abatement and demolition will be privately financed by the Developer. Interest is calculated at 5.0% for 6 years for the purposes of this Combined Brownfield Plan.

2.2.6 Assistance to Land Bank Fast Track Authority

Not Applicable.

2.2.7 Relocation of Public Facilities or Service for Economic Development Purposes

Not Applicable.

2.2.8 Develop/Prepare/Implement Combined Brownfield Plan

The preparation, approval and implementation of the Combined Brownfield Plan is included as Eligible Activities.

Estimated Cost of MSF Non-Environmental Eligible Activities

MSF Environmental Eligible Activities	Estimated Cost
Demolition	\$35,000
Site Preparation	\$16,000
Contingency (15%)	\$7,650
Eligible Activities Subtotal	\$58,250
Interest	\$9,083

MSF Environmental Eligible Activities	Estimated Cost
Combined Brownfield Plan Development, Approval, Implementation	<i>\$12,500</i>
Brownfield Authority Administrative and Operating Cost	<i>\$3,500</i>
MDEQ Environmental Eligible Activities Total	<i>\$83,733</i>

2.3 LOCAL ONLY ELIGIBLE ACTIVITIES

With the exception of Administrative and Operating Costs, there are no Eligible Activities that are specifically designated as “Local Only.”

2.4 SCHEDULE AND COSTS

2.4.1 Schedule of Activities

The following is an estimated schedule of Eligible Activities:

Activity	Completion
Demolition	First Qtr 2018
Initiate Renovation	Third Qtr 2017
Complete Renovation	Third Qtr 2018

2.4.2 Summary of Total Project Costs

SUMMARY OF MAXIMUM ELIGIBLE COSTS		
RAVEN		
MDEQ Environmental Eligible Activity Costs Maximum		
Baseline Environmental Activities	\$	2,000
Contingency	\$	300
Subtotal	\$	2,300
Interest (5% at 15 years)	\$	356
Combined Brownfield Plan Review/Approval/Implementation	\$	5,000
CBRA Admin/Operating Costs	\$	3,500
MDEQ ENVIRONMENTAL ELIGIBLE ACTIVITY TOTAL	\$	11,156
MSF Developmental Eligible Activity Cost Maximum		
Demolition	\$	35,000
Site Preparation	\$	16,000
Contingency	\$	7,650
Subtotal	\$	58,650
Interest (5% at 15 years)	\$	9,083
Combined Brownfield Plan Review/Approval/Implementation	\$	12,500
CBRA Admin/Operating Costs	\$	3,500
MSF DEVELOPMENTAL ELIGIBLE ACTIVITY TOTAL	\$	83,733
Maximum Eligible Costs		
	\$	94,890
STATE BROWNFIELD FUND	\$	6,426
LOCAL SITE REMEDIATION REVOLVING FUND	\$	55,369
TOTAL CAPTURE	\$	156,684

All Eligible Activities identified above will be allocated between the State and Local taxes in a proportional share, after the capture of the 3 mils for the State Brownfield Fund.

Eligible Activity Cost Tables and Tax Capture Tables are presented in the Exhibits.

3.0 TAX INCREMENT REVENUE ANALYSIS

3.1 Estimate of Captured Taxable Value and Tax Increment Revenues - MCL 125.2663(1)(c)

The initial taxable value for the Eligible Property will be set at the taxable value as of the approval date of this Combined Brownfield Plan, anticipated on March 19, 2018.

Act 381 defines initial taxable value as the taxable value at the time the Brownfield Plan is adopted (in this case, anticipated on March 19, 2018), as shown by either the most recent assessment roll for which equalization has been completed (in May) at the time the resolution is adopted (as of December 31, 2016) or, if provided by the brownfield plan, by the next assessment roll for which equalization will be completed (as of December 31, 2017) following the date the resolution adding that eligible property in the brownfield plan is adopted .

The initial taxable value established by this Brownfield Plan is based on the taxable value as of December 31, 2016 and is \$91,700 for real property.

The MDEQ Environmental and MSF Non-Environmental Eligible Activity cost is \$60,950 plus an estimated \$9,440 in interest, for a total of \$70,390. The Combined Brownfield Plan also includes \$17,500 in Combined Brownfield Plan Development, Approval, and Implementation and \$8,500 in CBRA Administrative and Operating Costs, \$6,426 for the State Brownfield Fund and \$55,55,369 for the Local Brownfield Revolving Fund, bringing the Maximum Eligible Activity Cost to \$156,684. The Combined Brownfield Plan provides for additional State tax capture in an amount equal to State tax capture for MDEQ Environmental Eligible Activities and additional Local tax capture for a period of *five years* for the Local Brownfield Revolving Fund. The overall investment for the Project is estimated at \$935,000.

Table 2 identifies taxable values for real and personal property, including tax increment revenues for the Eligible Property. In addition, 3 mils are captured and distributed to the State for the State Brownfield Redevelopment Fund. In accordance with Act 381, this share does not affect the State and local ratio.

The cash flow analysis for the project indicates payoff of the obligation in *four (4) years* for Local and *five (5) years* for State Capture from 2018. ***Brownfield capture under this Combined Brownfield Plan is limited to twenty (20) years to 2038, or less.***

Redevelopment of the property is anticipated to be initiated in Spring 2018, with building demolition. The actual tax increment captured will be based on taxable value set through the property assessment process by the local unit of government and equalized by the County and the millage rates set each year by the taxing jurisdictions. The estimated tax increment captured by the Authority is summarized in the table below and detailed in Table 2.

Estimated Tax Increment Capture by the Authority

Year	Total Tax Revenues	Captured Taxes		Year	Total Tax Revenues	Captured Taxes
2019	\$31,006	\$24,129		2034	\$39,761	\$0
2020	\$31,513	\$24,612		2035	\$40,442	\$0
2021	\$32,029	\$25,104		2036	\$41,137	\$0
2022	\$32,556	\$25,616		2037	\$41,846	\$0
2023	\$33,093	\$19,909	(1)	2038	\$42,569	\$0
2024	\$33,641	\$15,842		2039	\$43,306	\$0
2025	\$34,200	\$16,159		2040	\$44,058	\$0
2026	\$34,770	\$5,314	(2)	2041	\$44,826	\$0
2027	\$35,351	\$0		2042	\$45,608	\$0
2028	\$35,944	\$0		2043	\$46,406	\$0
2029	\$36,549	\$0		2044	\$47,221	\$0
2030	\$37,166	\$0		2045	\$48,051	\$0
2031	\$37,796	\$0		2046	\$48,898	\$0
2032	\$38,438	\$0		2047	\$49,762	\$0
2033	\$39,093	\$0		2048	\$50,644	\$0

(1) Local State Tax Capture Ends

(2) LBRF Capture Ends

Total	\$1,197,678	\$156,685
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State Brownfield Fund \$6,426
Balance \$150,259

3.2 Method of Financing Plan Costs - MCL 125.2663(1)(d):

The Brownfield Eligible Activities of environmental due diligence, demolition, and site preparation will be privately financed by the Developer, and the Combined Brownfield Plan Development, Approval, and Implementation will be financed by the Authority, with capture of Local and State taxes to reimburse Eligible Activities.

3.3 Maximum Amount of Indebtedness - MCL 125.2663(1)(e)

The maximum amount of indebtedness will be \$86,250 plus an estimated \$9,440 in interest costs.

3.4 Duration of Brownfield Plan - MCL 125.2663(1)(f)

The duration of the Plan will be the time to capture taxes in an amount equal to the Eligible Activity obligation, **but no longer than twenty (20) years, with capture ending in 2038**. As shown on Table 2, total costs of all Eligible Activities on the property redevelopment is expected to be repaid through tax increment financing within 6 years for Local and State Capture.

3.5 Estimate of Impact of Tax Increment Financing on Taxing Jurisdictions - MCL 125.2663(1)(g):

Tables 2.1 and 2.2 identify annual and total tax revenues projected for capture from the increase in property tax valuations. Individual tax levies within each taxing jurisdiction are also presented on Table 2. Taxing jurisdictions will continue to receive their attendant tax allocation for the project beyond the duration of the plan.

The total tax capture is estimated at \$60,950 for Eligible Activities, \$9,440 in interest, \$17,500 for Combined Brownfield Plan Development, Approval, and Implementation, \$8,500 in CBRA Administration and Operation, \$6,426 for the State Brownfield Fund and \$55,369 for the Local Brownfield Revolving Fund for a total capture of \$156,684. After the Brownfield obligation is met, tax revenues will accrue to the taxing jurisdictions in an amount estimated at almost \$35,351 per year on into the future.

3.6 Description of Proposed Use of the Local Site Remediation Revolving Fund - MCL 125.2663(1)(m)

Use of the Local Site Remediation Revolving Fund will be consistent with the requirements of Act 381, including expenses for Eligible Activities on Eligible Property.

4.0 SUMMARY OF RELOCATION ACTIVITIES

4.1 Estimate of Number of Persons Residing on Eligible Property - MCL 125.2663(1)(i)

There are currently no residential dwellings or residences that occupy the Eligible Property.

4.2 Plan for Residential Relocation - MCL 125.2663(1)(j)

The Eligible Property does not currently contain any residential dwellings; therefore, a plan for residential relocation is not applicable.

4.3 Provision of Costs of Relocation - MCL 125.2663(1)(k):

The Eligible Property does not currently contain any residential dwellings; therefore, a provision for residential relocation has not been allocated.

4.4 Strategy to Comply with Relocation Assistance Act, 1972 PA 227 - MCL 213.321 to 213.332 - MCL 125.2663(1)(l)

The Eligible Property does not currently contain any residential dwellings; therefore, relocation is not necessary.

5.0 OTHER MATERIAL REQUIRED BY THE AUTHORITY OR GOVERNING BODY - MCL 125.2663(1)(N):

None

EXHIBITS

FIGURES

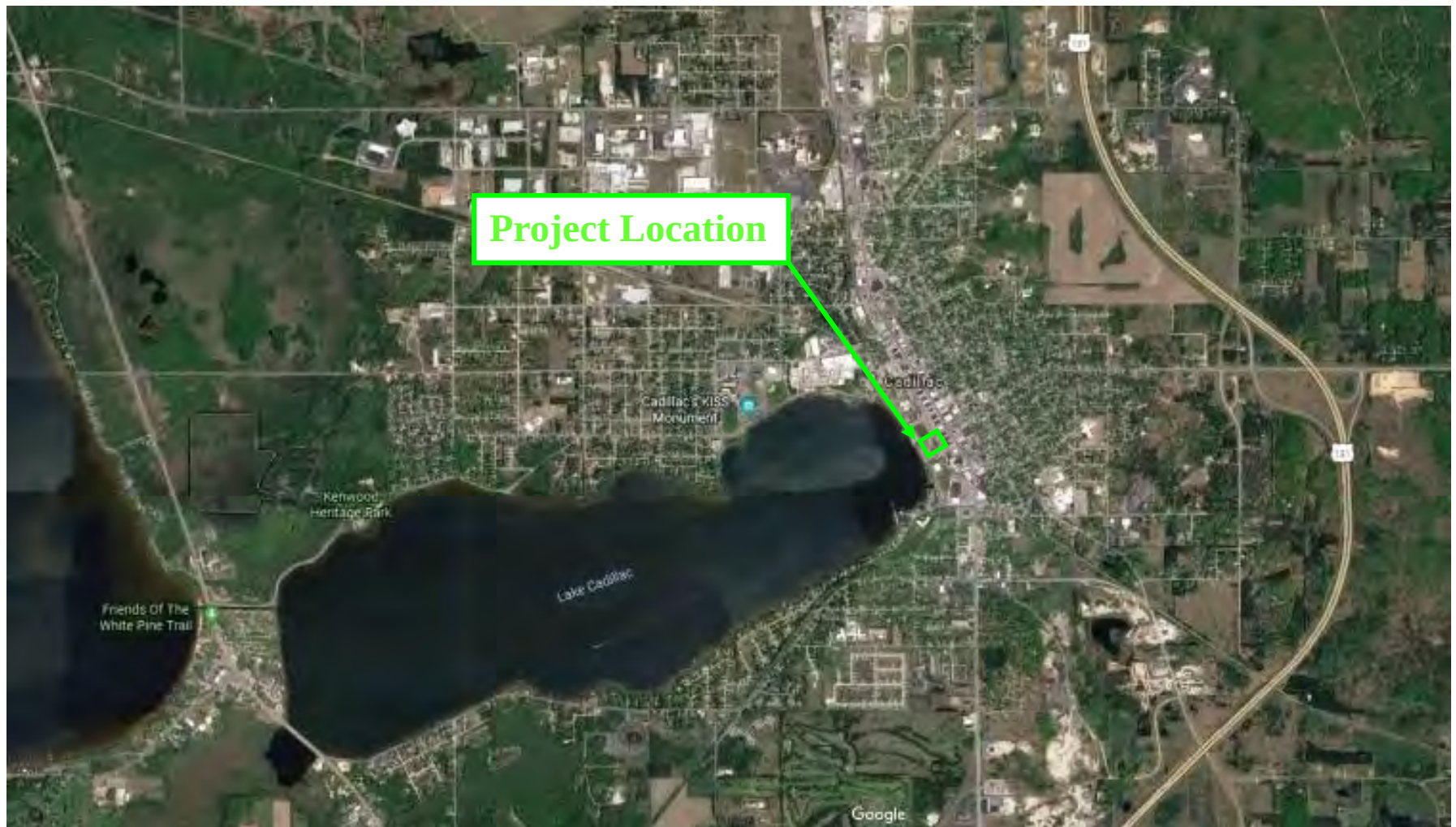
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Attachment B	Resolutions Approving Combined Brownfield Plan
Attachment C	Development Reimbursement Agreement



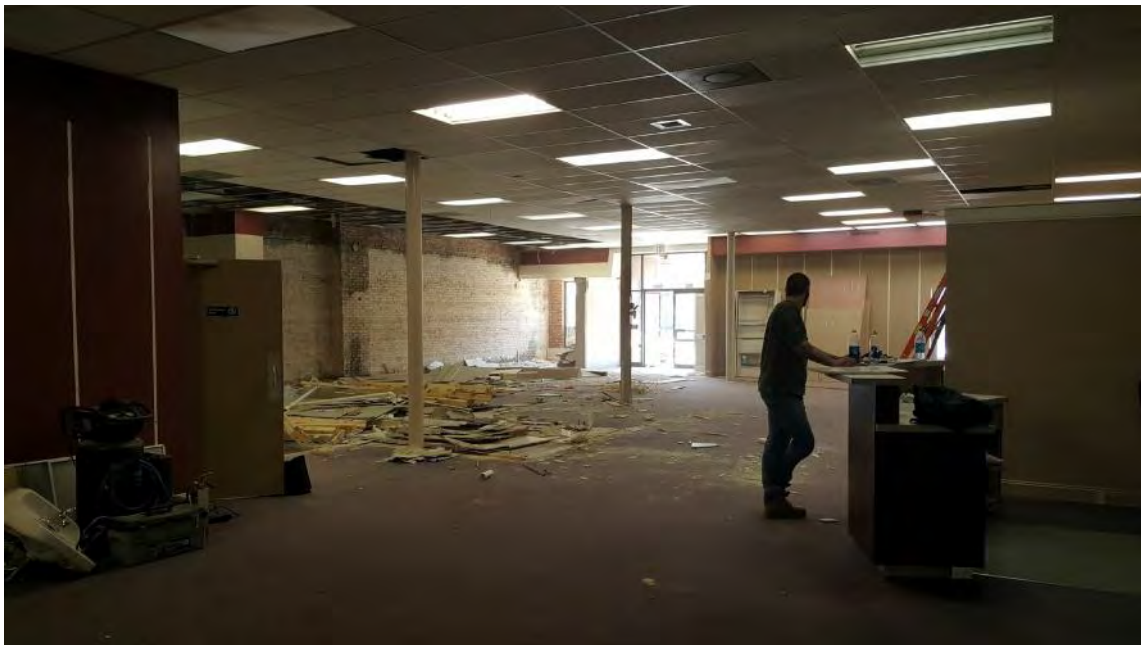
Raven Combined Brownfield Plan	Figure 1: Site Location
Cadillac Brownfield Redevelopment Authority	Date: May 2018



Raven Combined Brownfield Plan	Figure 2: Eligible Property
Cadillac Brownfield Redevelopment Authority	Date: May 2018



West Elevation



Interior

Raven Combined Brownfield Plan	Figure 3: Site Photos
Cadillac Brownfield Redevelopment Authority	Date: May 2018

TABLE 1.1
MDEQ ELIGIBLE ACTIVITIES COSTS
RAVEN - 119 S. MITCHELL
CADILLAC BROWNFIELD REDEVELOPMENT AUTHORITY
CADILLAC, MICHIGAN

Eligible Activity Description	TOTAL ELIGIBLE ACTIVITIES
<i>Baseline Environmental Assessment Activities</i>	
Phase I ESA	\$2,000
<i>Subtotal</i>	\$2,000
<i>Subtotal Totals</i>	\$2,000
<i>Contingencies (15%)</i>	\$300
ELIGIBLE ACTIVITIES SUBTOTAL	\$2,300
INTEREST	\$356
<i>Work Plan Development and Approval Costs</i>	
Brownfield Plan and Work Plan Development and Approval	\$5,000
Administrative and Operation Costs*	\$3,500
<i>Subtotal</i>	\$8,500
ELIGIBLE ACTIVITIES SUBTOTAL	\$11,156

*Local Tax Capture Only

TABLE 1.2
MSF ELIGIBLE ACTIVITIES COSTS
RAVEN - 119 S. MITCHELL
CADILLAC BROWNFIELD REDEVELOPMENT AUTHORITY
CADILLAC, MICHIGAN

Eligible Activity Description	TOTAL ELIGIBLE ACTIVITIES
<i>Demolition</i>	
Selective Building Demolition	\$35,000
<i>Subtotal</i>	\$35,000
<i>Site Preparation</i>	
Relocation of Active Utilities	\$16,000
<i>Subtotal</i>	\$16,000
<i>Subtotal Totals</i>	\$51,000
<i>Contingencies (15%)</i>	\$7,650
MSF ELIGIBLE ACTIVITIES SUBTOTAL	\$58,650
INTEREST	\$9,083
<i>Work Plan Development and Approval Costs</i>	
Brownfield Plan and Work Plan Development and Approval	\$7,500
Brownfield Plan and Work Plan Implementation	\$5,000
Administrative and Operation Costs*	\$3,500
<i>Subtotal</i>	\$16,000
MSF ELIGIBLE ACTIVITIES SUBTOTAL	\$83,733

*Local Tax Capture Only

Table 2.1 - Annual Revenue and Brownfield Capture Estimates
Raven Combined Brownfield Plan
Cadillac Brownfield Redevelopment Authority

Estimated Taxable Value (TV) Increase Rate: 2.00%				1		2		3		4		5		6		7		8		9		10		11		12		13		14		15					
Plan Year				2018		2019		2020		2021		2022		2023		2024		2025		2026		2027		2028		2029		2030		2031		2032		2033			
Revenue Year																																					
*Base Taxable Value		\$		91,700		91,700		91,700		91,700		91,700		91,700		91,700		91,700		91,700		91,700		91,700		91,700		91,700		91,700		91,700					
Annual Value Additions				\$		815,000				\$																											
Cumulative Value Additions				\$		815,000		\$		831,300		\$		847,926		\$		864,885		\$		882,182		\$		899,826		\$		917,822		\$		936,179			
Estimated New TV		\$		91,700		\$		499,200		\$		507,350		\$		515,663		\$		524,142		\$		532,791		\$		541,613		\$		550,611		\$		559,789	
Incremental Difference (New TV - Base TV)				\$		407,500		\$		415,650		\$		423,963		\$		432,442		\$		441,091		\$		449,913		\$		458,911		\$		468,089			
Total School Revenue		Millage Rate																																			
		38.64%		24.0000		\$		2,201		\$		11,981		\$		12,176		\$		12,376		\$		12,579		\$		12,787		\$		12,999		\$		13,215	
Total Local Revenue		Millage Rate																																			
		61.36%		38.1122		\$		3,495		\$		19,026		\$		19,336		\$		19,653		\$		19,976		\$		20,306		\$		20,642		\$		20,985	
Total Revenue		Millage Rate																																			
		62.1122		\$		5,696		\$		31,006		\$		31,513		\$		32,029		\$		32,556		\$		33,093		\$		33,641		\$		34,200			
School Revenue		Millage Rate		40.53%																																	
State Education Tax (SET)		6.0000		\$		-		\$		2,445		\$		2,494		\$		2,544		\$		2,595		\$		2,647		\$		2,699		\$		2,753			
School Operating Tax		18.0000		\$		-		\$		7,335		\$		7,482		\$		7,631		\$		7,784		\$		7,940		\$		8,098		\$		8,260			
School Total		24.0000		\$		-		\$		9,780		\$		9,976		\$		10,175		\$		10,379		\$		10,586		\$		10,798		\$		11,014			
Local Revenue		Millage Rate		59.47%																																	
City Operating		13.9473		\$		-		\$		5,684		\$		5,797		\$		5,913		\$		6,031		\$		6,152		\$		6,275		\$		6,401			
Police and Fire Retirement		2.6000		\$		-		\$		1,060		\$		1,081		\$		1,102		\$		1,124		\$		1,147		\$		1,170		\$		1,193			
County		6.7797		\$		-		\$		2,763		\$		2,818		\$		2,874		\$		2,932		\$		2,990		\$		3,050		\$		3,111			
County Extra		1.4200		\$		-		\$		579		\$		590		\$		602		\$		614		\$		626		\$		639		\$		652			
DDA		1.9548		\$		-		\$		797		\$		813		\$		829		\$		845		\$		862		\$		879		\$		897			
CWTA		0.6000		\$		-		\$		245		\$		249		\$		254		\$		259		\$		265		\$		270		\$		275			
Community on Aging		1.0000		\$		-		\$		408		\$		416		\$		424		\$		432		\$		441		\$		450		\$		459			
Library		0.7500		\$		-		\$		306		\$		312		\$		318		\$		324		\$		331		\$		337		\$		344			
ISD		6.1604		\$		-		\$		2,510		\$		2,561		\$		2,612		\$		2,664		\$		2,717		\$		2,772		\$		2,827			
Milfoil		0.0000		\$		-		\$		-		\$		-		\$		-		\$		-		\$		-		\$		-		\$		-			
Local Total		35.2122		\$		-		\$		14,349		\$		14,636		\$		14,929		\$		15,227		\$		15,532		\$		15,842		\$		16,159			
Local Capture		Millage Rate																																			
TOTAL		59.2122		\$		-		\$		24,129		\$		24,612		\$		25,104		\$		25,606		\$		26,118		\$		26,640		\$		27,173			
Non-Capturable Millages		Millage Rate																																			
xxx		0.0000		\$		-		\$		-		\$		-		\$		-		\$		-		\$		-		\$		-		\$		-			
CAPS Debt		2.9000		\$		-		\$		1,182		\$		1,205		\$		1,229		\$		1,254		\$		1,279		\$		1,305		\$		1,331			
				\$		-		\$		1,182		\$		1,205		\$		1,229		\$		1,254		\$		1,279		\$		1,305		\$		1,331			
Estimated Taxable Value (TV) Increase Rate: 2.50%																																					
Plan Year				16		17		18		19		20		21		22		23		24		25		26		27		28		29		30					
Revenue Year				2034		2035		2036		2037		2038		2039		2040		2041		2042		2043		2044		2045		2046		2047		2048					
*Base Taxable Value		\$		91,700		\$		91,700		\$		91,700		\$		91,700		\$		91,700		\$		91,700		\$		91,700		\$		91,700					
Annual Value Additions				\$		1,096,883		\$		1,118,820		\$		1,141,197		\$		1,164,021		\$		1,187,301		\$		1,211,047		\$		1,235,268		\$		1,259,973			
Cumulative Value Additions				\$		640,141		\$		651,110		\$		662,298		\$		673,710		\$		685,351		\$		697,224		\$		709,334		\$		721,687			
Estimated New TV		\$		548,441		\$		559,410		\$		570,598		\$		582,010		\$		593,651		\$		605,524		\$		617,634		\$		629,987					
Incremental Difference (New TV - Base TV)		\$		548,441		\$		559,410		\$		570,598		\$		582,010		\$		593,651		\$		605,524		\$		617,634		\$		629,987					
Total School Revenue		Millage Rate																																			
		39.90%		24.0000		\$		15,363		\$		15,627		\$		15,895		\$		16,169		\$		16,448		\$		16,733		\$		17,024					
Total Local Revenue		Millage Rate																																			
		60.10%		36.1574		\$		24,397		\$		24,815		\$		25,242		\$		25,677		\$		26,120		\$		26,573		\$		27,034					
Total Revenue		Millage Rate																																			
		60.1574		\$		39,761		\$		40,442		\$		41,137		\$		41,846		\$		42,569		\$		43,306		\$		44,058		\$		44,826			
School Capture		Millage Rate																																			
State Education Tax (SET)		6.0000		\$		3,291		\$		3,356		\$		3,424		\$		3,492		\$		3,562		\$		3,633		\$		3,706		\$		3,780			
School Operating Tax		18.0000		\$		9,872		\$		10,069		\$		10,271		\$		10,476		\$		10,686		\$		10,899		\$		11,117		\$		11,340			
School Total		24.0000		\$		13,163		\$		13,426		\$		13,694		\$		13,968		\$		14,248		\$		14,533		\$		14,823		\$		15,120			
Local Capture		Millage Rate																																			
City Operating		13.9473		\$		7,649		\$		7,802		\$		7,958		\$		8,117		\$		8,280		\$		8,445		\$		8,614		\$		8,787			
Police and Fire Retirement		2.6000		\$		1,426		\$		1,454		\$		1,484		\$		1,513		\$		1,543		\$		1,574		\$		1,606		\$		1,638			
County		6.7797		\$		3,718		\$		3,793		\$		3,868		\$		3,946		\$		4,025		\$		4,105		\$		4,187		\$		4,271			
County Extra		1.4200		\$		779		\$		794		\$		810		\$		826		\$		843		\$		860		\$		877		\$		895			
CWTA		0.6000		\$		329		\$		336		\$		342		\$		349		\$		356		\$		363		\$		3							

Table 2.2 - Tax Increment Revenue Reimbursement Allocation Table
Raven Combined Brownfield Plan
Cadillac Brownfield Redevelopment Authority

Maximum Reimbursement	Proportionality	School & Local Taxes	State Brownfield Fund	LBRF	Local-Only Taxes	Total
State	40.53%	\$ 35,624	\$ 6,426	\$ 3,103		\$ 45,152
Local	59.47%	\$ 52,266	\$ -	\$ 52,266	\$ 7,000	\$ 111,532
TOTAL	100.0%	\$ 87,890	\$ 6,426	\$ 55,369		\$ 156,684
MDEQ		\$ 7,656				
MSF		\$ 80,233				
TOTAL		\$ 87,890				

Estimated Total
Years of Capture: 8

Estimated Capture	\$ 87,890
Administrative Fees	\$ 7,000
State Revolving Fund	\$ 6,426
LSRRF	\$ 55,369
TOTAL	\$ 156,684

Estimated Taxable Value (TV) Increase Rate: 2.50%				Local Capture Ends				State Capture Ends	LBRF Capture Ends																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
Plan Year				1		2		3		4		5	6		7		8		9	10		11		12		13		14		15		16		17																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
Revenue Year				2018		2019		2020		2021		2022		2023	2024		2025		2026		2027	2028		2029		2030		2031		2032		2033		2034		2035																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
*Base Taxable Value				\$	91,700	\$	91,700	\$	91,700	\$	91,700	\$	91,700	\$	91,700	\$	91,700	\$	91,700	\$	91,700	\$	91,700	\$	91,700	\$	91,700	\$	91,700	\$	91,700	\$	91,700	\$	91,700																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
Annual Value Additions				\$ 815,000				\$ -																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
Cumulative Value Additions				\$ 815,000				\$ 835,375				\$ 856,259				\$ 877,666				\$ 899,608				\$ 922,098				\$ 945,150				\$ 968,779				\$ 992,998				\$ 1,017,823				\$ 1,043,269				\$ 1,069,351				\$ 1,096,084				\$ 1,123,487				\$ 1,151,574				\$ 1,180,363				\$ 1,209,872																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
Estimated New TV				\$	91,700	\$	499,200	\$	509,388	\$	519,830	\$	530,533	\$	541,504	\$	552,749	\$	564,275	\$	576,089	\$	588,199	\$	600,612	\$	613,334	\$	626,375	\$	639,742	\$	653,443	\$	667,487	\$	681,882	\$	696,636																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
Incremental Difference (New TV - Base TV)				\$ 407,500				\$ 417,688				\$ 428,130				\$ 438,833				\$ 449,804				\$ 461,049				\$ 472,575				\$ 484,389				\$ 496,499				\$ 508,912				\$ 521,634				\$ 534,675				\$ 548,042				\$ 561,743				\$ 575,787				\$ 590,182				\$ 604,936																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
Total School Revenue																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											

Footnotes:

Table 2.2 - Tax Increment Revenue Reimbursement Allocation Table
Raven Combined Brownfield Plan
Cadillac Brownfield Redevelopment Authority

Estimated Taxable Val														
	18	19	20	21	22	23	24	25	26	27	28	29	30	
	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	
* \$	91,700	\$ 91,700	\$ 91,700	\$ 91,700	\$ 91,700	\$ 91,700	\$ 91,700	\$ 91,700	\$ 91,700	\$ 91,700	\$ 91,700	\$ 91,700	\$ 91,700	
Anr						\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	
Cumulat	1,240,119	\$ 1,271,122	\$ 1,302,900	\$ 1,211,047	\$ 1,235,268	\$ 1,259,973	\$ 1,285,173	\$ 1,310,876	\$ 1,337,094	\$ 1,363,836	\$ 1,391,112	\$ 1,418,935	\$ 1,447,313	
	\$ 711,759	\$ 727,261	\$ 743,150	\$ 697,224	\$ 709,334	\$ 721,687	\$ 734,286	\$ 747,138	\$ 760,247	\$ 773,618	\$ 787,256	\$ 801,167	\$ 815,357	
Incremental Difference	\$ 620,059	\$ 635,561	\$ 651,450	\$ 605,524	\$ 617,634	\$ 629,987	\$ 642,586	\$ 655,438	\$ 668,547	\$ 681,918	\$ 695,556	\$ 709,467	\$ 723,657	
Total School Revenue														
	\$ 15,895	\$ 16,169	\$ 16,448	\$ 16,733	\$ 17,024	\$ 17,320	\$ 17,623	\$ 17,931	\$ 18,246	\$ 18,567	\$ 18,894	\$ 19,228	\$ 19,569	
Total Local Revenue														
	\$ 25,242	\$ 25,677	\$ 26,120	\$ 26,573	\$ 27,034	\$ 27,505	\$ 27,985	\$ 28,475	\$ 28,975	\$ 29,484	\$ 30,004	\$ 30,534	\$ 31,075	
Total Revenue														
	\$ 41,137	\$ 41,846	\$ 42,569	\$ 43,306	\$ 44,058	\$ 44,826	\$ 45,608	\$ 46,406	\$ 47,221	\$ 48,051	\$ 48,898	\$ 49,762	\$ 50,644	
Plan Year	18	19	20	21	22	23	24	25	26	27	28	29	30	
Calendar Year	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	
Total State Incremental Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State Brownfield Revolving Fund (50% of SET)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State TIR Available for Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Local Incremental Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
BRA Administrative Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local TIR Available for Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total State & Local TIR Available for Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
DEVELOPER	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%				
Developer Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Developer Reimbursement Balance	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	
CITY	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	
City Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
City Reimbursement Balance	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	
MSF Non-Environmental Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total MSF Reimbursement Balance	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	
State MSF Balance to Be Reimbursed	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	
Local MSF Balance to Be Reimbursed	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	
MDEQ Environmental Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total MDEQ Reimbursement Balance	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
State MDEQ Balance to Be Reimbursed	\$ (1)	\$ (1)	\$ (1)	\$ (1)	\$ (1)	\$ (1)	\$ (1)	\$ (1)	\$ (1)	\$ (1)	\$ (1)	\$ (1)	\$ (1)	
Local MDEQ Balance to Be Reimbursed	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	
Total Annual Eligible Activity Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local Only Costs														
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Local Only Reimbursement Balance	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	
Local Brownfield Revolving Fund														
State Tax Capture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local Tax Capture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total LBRF Capture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State Brownfield Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Annual Brownfield Capture Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Footnotes:

TABLE 3 IMPACT ON TAXING JURISDICTIONS
BROWNFIELD PLAN - THIRTY YEAR DURATION
RAVEN COMBINED BROWNFIELD PLAN
CADILLAC BROWNFIELD REDEVELOPMENT AUTHORITY

	Millages	Millage Total	Percent Allocation	Total Capture \$156,685	Total Revenues \$1,046,688
City of Cadillac		16.5473	55.11%	\$61,463	\$345,452
Allocated	13.9473				
Voted - Fire Ambulance	2.6000				
Wexford County		8.1997	27.31%	\$30,457	\$171,182
Allocated	6.7797				
Extra	1.4200				
Roads					
Seniors					
CWTA	0.6000	0.6000	2.00%	\$2,229	\$12,526
Council on Aging	1.0000	1.0000	3.33%	\$3,714	\$20,877
Library	0.7500	0.7500	2.50%	\$2,786	\$15,657
Cadillac Area Public Schools			0.00%		\$0
School Debt*	2.9000				
ISD	6.1604	2.9299	9.76%	\$10,883	\$61,167
Local Taxes Total	36.1574	30.0269	100.00%	\$111,532	\$626,861
State Taxes		24.0000		\$45,154	\$419,827
School Operating	18.0000				
State Educ Tax	3.0000				
State Brownfield Fund	3.0000				
Total	42.6816	33.8753		\$156,685	\$1,046,688

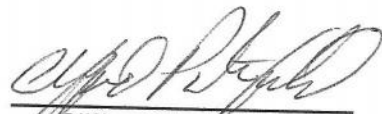
* Debt Millage not captured as part of brownfield plan

AFFIDAVIT OF CLIFFORD PORTERFIELD

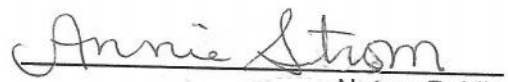
STATE OF MICHIGAN)
 ss)
COUNTY OF WEXFORD)

The undersigned, being first duly sworn, deposes and says:

1. I am a Michigan Master Assessing Officer(4) for the City of Cadillac.
2. In my capacity as the City Assessor, I have physically inspected Parcel # 10-086-00-178-00 and have found this property to be functionally obsolete, in accordance with Act 381, P.A. 1996, as amended, MCL 125.26639(h).
3. The parcel was built at the turn of the century.
4. The building has two floors with a basement. The basement and first floor are both approximately 6,750 square feet. The second floor is approximately 2,350 square feet. The lower level exhibits water damage due the lack of proper drainage and the fact that it is below grade. The wall covering in the basement is in need of replacing due to flood damage. The restroom capacity is woefully inadequate with both restrooms located on the lower floor. It would be cost prohibitive and difficult to add additional capacity that is code-compliant due to the condition and construction of the building. The building is not very accessible to the handicap with no handicap access to the upper or lower floors. The addition of a ramp or elevator would be expensive with the type of construction although it would not be impossible. The building has a boiler to supply heat. The boiler appears to be original equipment and will require continual service and attention. The plumbing and electrical systems are obsolete and inadequate by today's standards and will require significant, costly upgrading.
5. The building was vacated in 2015 and has been empty since that time.
6. Based on my knowledge of the property and the type of work needed to make the building viable in the current market, it is my opinion as a Master Assessing Officer (4) that the building meets the definition of "functionally obsolete" as defined in the Obsolete Properties Rehabilitation Act, 2000, PA 146, MCL 125.2782 and the Brownfield Redevelopment Financing Act, 1996, PA 381, MCL 125.2782.
7. I have personal knowledge of the facts set fort above and can competently testify if called as a witness.


Clifford (Joe) Porterfield
Assessor, City of Cadillac

Subscribed and sworn to before me this 8th day of March, 2018


Annie Strom
Notary Public

Wexford County, Michigan

My commission expires 03-10-2022

Annie Strom
Notary Public, State of Michigan
County of Wexford
My Commission Expires March 10, 2022
Acting in the County of Wexford

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. _____

**Resolution Approving Combined Brownfield Plan
Lakeside Ace Hardware**

At a regular meeting of the Cadillac City Council held at Cadillac City Hall, 200 North Lake Street, Cadillac, Michigan on May 21, 2018, at 6:00 p.m., the following resolution was offered by

Councilperson _____ and supported by

Councilperson _____.

Whereas, the Michigan Brownfield Redevelopment Financing Act, Act 381, P.A. 1996 as amended ("Act 381"), authorizes municipalities to create a brownfield redevelopment authority to promote the revitalization, redevelopment, and reuse of contaminated, blighted, functionally obsolete, or historically designated property through tax increment financing of eligible activities approved in a Brownfield Plan; and

Whereas, the City Council established the Cadillac Brownfield Redevelopment Authority ("CBRA") under the procedures in Act 381 on December 6, 1996 to facilitate the redevelopment of Brownfields within the City of Cadillac; and,

WHEREAS, Act 381 was recently amended to provide for Combined Brownfield Plans that combine the elements of a Brownfield Plan (which identifies the Brownfield Eligible Property and Activities and estimates the impacts to taxing jurisdictions, among other items) with the elements of an Act 381 Work Plan (which details the proposed project, the specific eligible activities that will be undertaken to alleviate Brownfield conditions, and the costs and time frame of the project, and which is necessary for state tax capture approval); and

WHEREAS, the City understands that certain property located at 834 and 836 N. Mitchell Street ("Lakeside Ace Hardware Redevelopment") qualifies as a Brownfield Eligible Property and that the owner intends to undertake various Brownfield Eligible Activities, including environmental due diligence, lead and asbestos abatement, and selective demolition to redevelop the property; and

WHEREAS, a Combined Brownfield Plan was submitted for the Lakeside Ace Hardware redevelopment that: (1) establishes the property at 834 and 836 N. Mitchell Street as Eligible Property, (2) outlines Environmental and Non-Environmental Eligible Activities, and (3)

provide for the capture by the CBRA of future increased incremental taxes generated by increased private investment on the property for reimbursement of the Eligible Activity expenses; and

Whereas, on April 16, 2018, the CBRA reviewed and approved the Combined Brownfield Plan and recommended approval to the City Council, and

Whereas, the City Council has determined that the Combined Brownfield Plan meets the requirements of Act 381 and constitutes a public purpose of environmental protection, job creation, increased private investment and economic development, and increased property tax value; and

Whereas, a public hearing on the Combined Brownfield Plan has been noticed and held on May 21, 2018 and notices to taxing jurisdictions have been provided in compliance with the requirements of Act 381; and

Whereas, the City Council has reviewed the Combined Brownfield Plan and finds, in accordance with the requirements of Section 14 of Act 381 that:

- (a) The Combined Brownfield Plan meets the requirements of Section 13 of Act 381, Brownfield Plan Provisions as described in the Combined Brownfield Plan, consistent with format recommended by the State of Michigan, including a description of the costs intended to be paid with tax increment revenues, a brief summary of eligible activities, estimate of captured taxable value and tax increment revenues, method of financing, maximum amount of indebtedness, beginning date and duration of capture, estimate of impact on taxing jurisdictions, legal description of eligible property, estimates of persons residing on the eligible property if applicable, and a plan and provisions for relocation of residents, if applicable;
- (b) The proposed method of financing the costs of eligible activities, private financing arranged by Lakeside Ace Hardware, the property owner, is feasible and that the Authority will not arrange financing, as described in Section 3.2 of the Combined Brownfield Plan;
- (c) The costs of eligible activities proposed are reasonable and necessary to carry out the purposes of Act 381, including complying with environmental due diligence and due care requirements, meeting regulatory requirements for lead and asbestos abatement prior to demolition, demolition is necessary to provide for the installation of new equipment and building remodeling for modernization and expansion, and the cost estimates are based on evaluation from certified professionals, experience in comparable projects, and preliminary discussions with reputable companies, as described in Section 2.2 of the Combined Brownfield Plan; and
- (d) The amount of captured taxable value estimated from the adoption of the Combined Brownfield Plan is reasonable, as calculated in Table 2 of the Combined Brownfield Plan, based on calculations of the tax revenues derived from taxable value increases and millage rates approved and authorized by the

taxing jurisdictions on an annualized basis and balances against the outstanding eligible activity obligation approved as part of the Combined Brownfield Plan and expenses reviewed and approved by the Cadillac Brownfield Redevelopment Authority.

Now, Therefore, the City Council of the City of Cadillac, Wexford County, Michigan resolves as follows:

1. Pursuant to the Brownfield Redevelopment Financing Act, Act 381 of the Public Acts of 1996, as amended, being MCL 125.2651, *et seq*, the Cadillac City Council hereby approves the Lakeside Ace Hardware Combined Brownfield Plan in Cadillac.

2. Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof, other than the part so declared to be invalid.

3. Any prior resolution, or any part thereof, in conflict with any of the provisions of this Resolution is hereby repealed, but only to the extent necessary to give this Resolution full force and effect.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF WEXFORD)

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 21th day of May 2018.

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

**ACT 381 COMBINED
BROWNFIELD AND WORK PLAN
TO CONDUCT
ELIGIBLE
MDEQ ENVIRONMENTAL AND
MSF NON-ENVIRONMENTAL
ACTIVITIES**

**Lakeside Ace Hardware
834 and 836 N. Mitchell Street
Cadillac, Michigan 49601
City of Cadillac
Wexford County, Michigan**

Cadillac Brownfield Redevelopment Authority

**Approved by Cadillac Brownfield
Redevelopment Authority: April 16, 2018**

Public Hearing: May 21, 2018

**Approved by Cadillac
City Council: May 21, 2018
(tentative)**

Prepared by:

**Mac McClelland, Manager – Brownfield Redevelopment
Otwell Mawby, P.C.
309 E. Front Street
Traverse City, Michigan 49684
mac@otwellmawby.com
231.633.6303
www.otwellmawby.com**

Environmental ▪ Brownfield ▪ Asbestos ▪ Geotechnical ▪ Materials Testing

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Attachment C	Development Reimbursement Agreement

PROJECT SUMMARY

Cainen Gilde is acquiring the former Hostess outlet and distribution facility at 834 and 836 N. Mitchell Street for redevelopment into the Lakeside Ace Hardware.

Brownfield Eligible Activities include environmental due diligence, lead and asbestos abatement, and selective building demolition.

The redevelopment is consistent with the City of Cadillac Master Plan and zoning ordinance. Initial work is anticipated to begin in Summer 2018, with tax increment capture beginning in 2019. Estimated private investment is estimated at \$600,000

Project Name:	Lakeside Ace Hardware
Project Location:	The eligible property is located in at 834 and 836 N. Mitchell Street in the City of Cadillac, Wexford County, Michigan with the Parcel Identification Numbers 10-048-00-007-00 and 10-048-00-008-00
Type of Eligible Property:	Functionally Obsolete
Eligible Activities:	Environmental, Lead and Asbestos Abatement, Demolition, Site Preparation, Infrastructure
Eligible Activity Costs: (excluding interest)	\$175,200
Years to Complete Eligible Activities Payback:	11 Years for Local Capture and 12 Years for State Capture
Estimated Eligible Investment:	\$600,000
Annual Tax Revenue Before Project:	\$4,379
Estimated Annual Tax Revenue in First Year After Project:	\$29,959

**ACT 381 COMBINED BROWNFIELD PLAN
TO CONDUCT ELIGIBLE
MDEQ ENVIRONMENTAL AND
MSF NON-ENVIRONMENTAL ELIGIBLE ACTIVITIES**

**UNDER THE AUTHORITY OF THE
BROWNFIELD REDEVELOPMENT FINANCING ACT,
1996 PA 381, AS AMENDED**

1.0 INTRODUCTION

The Cadillac Brownfield Redevelopment Authority (“CBRA”) is submitting this Act 381 Combined Brownfield Plan for MDEQ Environmental and MSF Non-Environmental Eligible Activities for the proposed Lakeside Ace Hardware in the City of Cadillac, Wexford County, Michigan (herein referred to as the “Eligible Property”).

This Combined Brownfield Plan is submitted under the auspices of Act 381, P.A. 1996, as amended.

1.1 PROPOSED REDEVELOPMENT AND FUTURE USE - MCL 125.2663(1)(A)

The proposed project includes the acquisition of the former Hostess Outlet building and property and selective demolition, remodeling, and construction for the use of the building for the Lakeside Ace Hardware.

The estimated investment is \$600,000.

1.2 ELIGIBLE PROPERTY INFORMATION - MCL 125.2663(1)(h)

1.2.1 Property Eligibility and Location

Property Eligibility – Clifford (Joe) Porterfield, City of Cadillac Assessor (Level IV) has determined that the property is functionally obsolete, as defined by Act 381, P.A 1996 as amended. An Affidavit of Functional Obsolescence is included in the Combined Brownfield Plan. As a result, the property qualifies as Eligible Property under Act 381.

Location - The Eligible Property is located at 834 and 836 N. Mitchell Street in Cadillac with Parcel Identification Numbers 10-048-00-007-00, 10-048-00-008-00, and 10-048-010-00 with a total area of approximately 0.72 acres, with one building, the former Hostess Outlet.

The legal description of the parcel is provided below. A Project Location Map and Eligible Property Map are included in the Appendix as Figures 1 and 2, respectively.

<u>Site Name</u>	<u>Parcel</u>	<u>Legal Description</u>
834 N. Mitchell	10-048-00-007-00	LOT 7, BLK 213 CHITTENDEN & WHEELERS ADDITION, CITY OF CADILLAC
836 N. Mitchell	10-048-00-008-00	LOTS 8 & 9, BLOCK 213 CHITTENDEN & WHEELERS ADDITION,

CITY OF CADILLAC

10-048-00-010-00

LOT 10 & VAC ALLEY W OF LOT 10 BLK 213 CHITTENDEN &
WHEELERS ADDITION, CITY OF CADILLAC

Personal Property is included as part of the Eligible Property, with incremental increases over Initial Taxable Value subject to capture under this Combined Brownfield Plan.

1.2.2 Current Ownership

The Eligible Property is owned by Michael Johnson.

1.2.3 Proposed Future Ownership

The Eligible Property will be purchased by Hey Hon Holdings, LLC.

1.2.4 Delinquent Taxes, Interest & Penalties

There are currently no delinquent taxes, interest or penalties due on the subject property.

1.2.5 Existing & Proposed Future Zoning for Eligible Property

The property is zoned General Business District (B-3) and governed by the provisions of the City of Cadillac Zoning Ordinance.

1.3 HISTORICAL, PREVIOUS USE AND OWNERSHIP OF EACH ELIGIBLE PROPERTY

1.3.1 Historic Use

The earliest reviewable document available, a 1906 Sanborn Fire Insurance Map, depicted the subject property as undeveloped. The subject property apparently remained undeveloped until sometime between 1914 and 1923. The 1923 Sanborn Fire Insurance Map depicted the subject property as developed with three residences, which appears to be the first developed use of the subject property. Between 1923 and 1950, the subject property had remained developed, with the residential dwellings and three stand-alone garage had been constructed to the east of dwellings. Between the early 1950s and the 1961 Sanborn Map, the northern portion of the subject property had been redeveloped with the existing commercial building. The commercial building was reported to have been used for the operation of a Cadillac automobile dealership. One residential dwelling and stand-alone garage remained on the southern portion of the subject property. An addition was also constructed on the east side of the commercial building in 1967. The former residence and garage had also been removed sometime between 1965 and 1973. Upon removal of the remaining residence, the property was utilized for additional parking lot space. The subject property remained developed with the existing building and was utilized for the operation of an automobile dealership and service operation.

The subject property was sold in 1981 and became a bakery outlet and distributorship operation for the Hostess Company. The subject property remained developed and utilized for the operation of a bakery outlet and distribution center until approximately 2013. In 1992 three underground storage tanks (UST) were removed from the subject property. These USTs had been utilized for the storage of gasoline, used oil and diesel fuel which had been associated with the historical uses of the subject property for the automobile dealership and bakery distribution center. The subject property was closed in approximately 2013 and was sold to the current owner in 2015.

1.3.2 Previous Ownership

The following sale data was available the subject property:

Grantor	Grantee	Date of Transaction	Transaction Type
National Bakery Industrial	Johnson, Michael	May 15, 2015	Quick Claim
IBC Sales Corporation	National Bakery Industrial	August 29, 2013	Warranty Deed
Interstate Brands Corp	IBC Sales Corporation	January 1, 2009	Warranty Deed
	Continental Baking Company	October 1, 1984	Warranty Deed

1.4 CURRENT USE OF ELIGIBLE PROPERTY

The former Hostess Outlet property is developed with the existing commercial building and associated asphalt parking lot. The building has been vacant for four years.

1.5 SITE CONDITIONS AND KNOWN ENVIRONMENTAL CONTAMINATION SUMMARY

1.5.1 Site Conditions

The subject site has an 8,640- square foot, single story building with a main level and lower level basement. The building exterior is finished, with painted brick and block, with flat roof, and a slab on grade poured concrete floors.

The building is located on the northern portion of the subject property and fronts North Mitchell and Simson Streets. To the east and south of the building is the asphalt parking lot which provides access to the subject property. The City of Cadillac concrete sidewalk is also present to the north and west of the building, which parallel the adjacent road rights-of-ways (North Mitchell and Simson Streets).

Major utilities are present within the right-of-way along North Mitchell Street. Electrical service is overhead along North Mitchell Street, and appeared to connect to the west side of the building. Natural gas enters the property at the northwest corner of the building. The site is also served by the City of Cadillac water and sewer services. Communication lines are also overhead and enter the south side of the building. Storm water is handled through direct surface water runoff from across the property.

1.5.2 Known Environmental Contamination Summary

A Phase I Environmental Site Assessment was conducted in February 2018 on behalf of Hey Hon Holdings, LLC and identified the presence of a trench drain and two connected catch basins in the central portion of the building. Due to the approximately 20-year historical use as an automobile dealership and service operation, and 32 years of a truck garage for a bakery distributor, the potential for the release of hazardous substances from these drains represents a Recognized Environmental Condition.

The Phase I ESA also noted that, in 1992 three underground storage tanks (UST) were removed from the subject property. These USTs had been utilized for the storage of gasoline, used oil and diesel fuel which had been associated with the historical uses of the subject property for the automobile dealership and bakery distribution center. During the removal activities for the USTs, a release was reported with the Michigan Department of Natural Resources (MDNR) associated with the former location of the gasoline and used oil USTs. The subject property was then listed with the MDNR as a leaking UST (LUST) site. Between 1992 and 1995, soil and groundwater investigations and monitoring occurred at the subject property. In 1995, upon the recommendation of the MDNR, soil excavation activities were conducted to remove the small amount of remaining soil impact at the location of the two USTs. After the completion of the soil removal activities the MDNR closed the LUST listing for the subject property.

A Phase II ESA was conducted in March 2018 conducted five soil borings in the area of the trench drain and catch basins and collected five soil samples and one groundwater sample. The laboratory analyses included the Leaded Gas Scan (including: benzene, ethylbenzene, toluene, xylene, 1,2,3-/ 1,2,4-/ 1,3,5-trimethylbenzenes, naphthalene, 2-methylnaphthalene, methyl-tert-butyl ether, ethylene dibromide and 1,2-dichloroethane), volatile organic compounds (VOCs), polynuclear aromatics (PNAs), lead, cadmium and chromium.

All five of the soil sample exhibited chromium and lead at concentrations above the laboratory target detection limits (TDLs), of which one none exhibited concentrations above the MDEQ Part 201 Generic Cleanup Criteria (GCC) – Residential. The concentrations of cadmium and lead were well below the MDEQ statewide default background levels (i.e., Chromium, 18,000 ppb and Lead, 21,000). All other parameters were not detected above laboratory method detection limits (MDLs). The groundwater sample did not identify any concentrations above MDLs.

As a result, the site is not a Part 201 Facility, under Act 451, PA 1994 as amended.

1.6 FUNCTIONALLY OBSOLETE, BLIGHTED AND/OR HISTORIC CONDITIONS

Clifford (Joe) Porterfield, City of Cadillac Assessor (Level IV) has determined that the property is functionally obsolete, as defined by Act 381, P.A 1996 as amended. An Affidavit of Functional Obsolescence is included in the Combined Brownfield Plan. As a result, the property qualifies as Eligible Property under Act 381.

1.7 INFORMATION REQUIRED BY SECTION 15(15) OF THE STATUTE

1.7.1 MSF Eligible Activity Sufficiency

The MSF Eligible Activities proposed under this Combined Brownfield Plan include: Lead and Asbestos Abatement, Demolition, Site Preparation, and Infrastructure. Section 3 provides a detailed work scope for each of the MSF Eligible Activities. The following is a brief explanation of sufficiency for each Eligible Activity:

1.7.1.1 Lead and Asbestos Abatement: Lead and asbestos abatement will result in the appropriate management of lead and cadmium-based paint with appropriate training, materials handling, and air monitoring to ensure work safety, and removal of asbestos containing materials (ACMs)

by a certified asbestos contractor. The appropriate management of lead and cadmium-based paint and removal of asbestos prior to demolition will be sufficient to alleviate the brownfield conditions of the Eligible Property.

1.7.1.2 Demolition: The selective demolition of a portion of the existing building will provide for the redevelopment to meet code, space, and finish requirements. The selective demolition that would inhibit future development are sufficient to alleviate brownfield conditions on the Eligible Property.

1.7.1.3 Site Preparation: Site preparation activities includes protection of existing utilities and temporary facilities, components critical to the success of the project. The site preparation activities will meet the needs for site development and are sufficient to alleviate the existing brownfield conditions on the Eligible Property.

1.7.1.4 Infrastructure: The curb cuts along Mitchell Street and Simons Street must be relocated for effective access to the property, with construction of new curb cuts and restoration of the former curb cuts. These activities are sufficient to alleviate the brownfield conditions of public infrastructure adjacent to the Eligible Property.

1.7.2 MSF Eligible Activity Need

The MSF Eligible Activities proposed under this Combined Brownfield Plan include: Lead and Asbestos Abatement, and Demolition. Section 3 provides a detailed work scope for each of the MSF Eligible Activities. The following is a brief explanation of the need for each Eligible Activity:

1.7.2.1 Lead Asbestos Abatement: State and federal regulations require an assessment of the presence of lead and cadmium-based paint and asbestos prior to demolition of commercial buildings. If identified, precautions must be taken to protect human health and the environment, including worker training, air monitoring, and in the case of asbestos, abatement must be conducted by a certified asbestos abatement company.

1.7.2.2 Demolition: Selective demolition of the building must be conducted in order to meet code, space, and finish needs for the commercial leasing.

1.7.2.3 Site Preparation: Efforts must be made for protection of existing utilities and provide temporary facilities to meet health and safety requirements.

1.7.2.4 Infrastructure: The curb cuts along Mitchell Street and Simons Street must be relocated for effective access to the property, with construction of new curb cuts and restoration of the former curb cuts.

1.7.3 MSF Eligible Activity Cost Determination

The MSF Eligible Activities proposed under this Combined Brownfield Plan include: Lead and Asbestos Abatement, and Demolition. Section 3 provides a detailed work scope for each of the MSF Eligible Activities. The following is a brief explanation of the need for each Eligible Activity:

1.7.3.1 Lead Asbestos Abatement: Costs for the lead/cadmium paint and asbestos surveys are based on proposals from certified asbestos inspectors and abatement costs are based on a walkthrough of the buildings by a certified lead and asbestos inspector.

1.7.3.2 Demolition: Costs for demolition are based on contractor estimates.

1.7.3.3 Site Preparation: Costs for existing utility protection and temporary facilities are based on contractor estimates.

1.7.3.4 Infrastructure: Costs for curb cuts and curb restoration are based on contractor estimates.

1.7.4 Public Purpose - MCL 125.2664(1)

The proposed project will convert a vacant commercial building into a retail commercial space as the Lakeside Ace Hardware.

The total projected investment is expected to be approximately \$600,000.

The project will significantly add to the local and state tax base. When completed, property taxes are estimated at **\$29,959** per year (following the retirement of Brownfield obligations) with 38.64% of these revenues going to the State of Michigan and 61.36% to local taxing jurisdictions. The property currently generates \$4,379 and without redevelopment, the property value and property taxes will likely decline.

1.75 Reuse of Vacant Buildings and the Redevelopment of Blighted Property

The former Hostess Outlet building has been vacant for four years and, while not currently blighted, would be expected to become so over time.

1.7.6 Job Creation

The project is anticipated to create between 5 and 10 jobs.

1.7.6 Area of High Unemployment

The unemployment rate for Wexford County in 2016 was 5.6 percent, as compared to the State unemployment rate at 4.9 percent, according to the USDA Economic Research Service.

1.7.8 Level and Extent of Contamination Alleviated in Connection with the Eligible Activities

The Phase II Environmental Site Assessment did not identify the presence of contamination above MDEQ Generic Cleanup Criteria.

1.7.9 Level of Private Sector Contribution to the Project

The private sector contribution to this project is expected to be approximately \$600,000.

1.7.10 Greenfield Comparison

A Greenfield site was not considered for the project. All Eligible Activities under this Combined Brownfield Plan would not be required on a Greenfield site.

1.7.11 Creation of New Brownfields

There is no anticipated creation of a new brownfield from the project.

1.7.12 Project Pro forma

A project pro forma has been prepared through the Ace Hardware franchise agreement.

1.7.13 Other Incentives

No other incentives are anticipated for the project.

1.7.14 Other Information

None

2.0 SCOPE OF WORK - MCL 125.2663(1)(B)

The purpose of the proposed eligible activities proposed under this Combined Brownfield Plan is to conduct MDEQ Environmental Eligible Activities, including Phase I and Phase II Environmental Site Assessments, and MSF Eligible Activities, including Lead and Asbestos Abatement, Site and Selective Building Demolition, Site Preparation, and Infrastructure.

2.1 MDEQ ELIGIBLE ACTIVITIES

Section 13(16), Act 381, PA 1996 as amended provides for State tax capture for site investigation activities and associated reports for a baseline environmental assessment and due care plan without Department approval. These MDEQ Eligible Activities are listed for qualification under the Brownfield Plan and are not part of the Act 381 Work Plan request to the Department.

2.1.1 Baseline Environmental Assessment

The work scope is to conduct a Phase I Environmental Site Assessments (ESAs) and Phase II ESA to meet environmental due diligence and All Appropriate Inquiry for 412 Cadillac, LLC.

- A. Phase I ESA: A Phase I ESA has been conducted for the parcels proposed for acquisition by Hey Hon Holdings LLC, consistent with ASTM Standard E1527-13. The Phase I ESA included a review of historical and current information, including regulatory agency files, historical maps, and past uses to evaluate the potential for contamination, a site inspection of the property, and interviews with individuals knowledgeable about the past use of the property to identify any Recognized Environmental Conditions (RECs). A Phase I report was prepared with full documentation of the research and identified the presence of a trench drain and two connected catch basins in the central portion of the building. Due to the approximately 20-year historical use as an automobile dealership and service operation, and 32 years of a truck garage for a bakery distributor, the potential for the release of hazardous substances from these drains represented a Recognized Environmental Condition.
- B. Phase II ESA: A Phase II ESA was conducted in March 2018 conducted five soil borings in the area of the trench drain and catch basins and collected five soil samples and one groundwater sample. The laboratory analyses included the Leaded Gas Scan (including: benzene, ethylbenzene, toluene, xylene, 1,2,3-/ 1,2,4-/ 1,3,5-trimethylbenzenes, naphthalene, 2-methylnaphthalene, methyl-tert-butyl ether, ethylene dibromide and 1,2-dichloroethane), volatile organic compounds (VOCs), polynuclear aromatics (PNAs), lead, cadmium and chromium. None of the soil or

groundwater samples exhibited concentrations above MDEQ GCC. As a result, the site is not a Part 201 Facility

2.1.2 Due Care Investigation and Activities

Not applicable.

2.1.3 Additional Response Activities

Not applicable.

2.1.3 Environmental Insurance

Not applicable.

2.1.4 Interest

Interest is included as an Eligible Activity. The Brownfield Eligible Activities of environmental due diligence have been privately financed by the Developer. Interest is calculated at 5.0% for 10 years for the purposes of this Combined Brownfield Plan.

2.1.5 Combined Brownfield Plan

The preparation, approval, and implementation of the Combined Brownfield Plan is included as Eligible Activities.

The following tables estimate the costs for Environmental Eligible Activities to be funded by tax increment revenues.

Estimated Cost of MDEQ Environmental Eligible Activities

MDEQ Environmental Eligible Activities	Estimated Cost
Baseline Environmental Assessment	\$7,000
Contingency (15%)	\$1,050
Eligible Activities Subtotal	\$8,050
Interest	\$1,247
Combined Brownfield Plan Development, Approval, Implementation	\$4,500
Brownfield Authority Administrative and Operating Cost	\$3,500
MDEQ Environmental Eligible Activities Total	\$17,297

2.2 MSF NON-ENVIRONMENTAL ELIGIBLE ACTIVITIES

MSF Eligible Activities are requested under this plan under the auspices of Act 381. The City of Cadillac is a Qualified Local Government. MSF Non-Environmental Eligible Activities include lead and asbestos abatement, demolition, site preparation, and infrastructure.

2.2.1. Demolition

Demolition will include site demolition and selective demolition of a portion of the building and removal of an addition to the east.

The following is a cost estimate for Site and Selective Demolition:

Site and Selective Demolition	Total
Site Demolition	\$11,000
Selective Demolition	\$85,000
Contingency (15%)	<u>\$14,400</u>
TOTAL	\$110,400

2.2.2. Lead and Asbestos Abatement

Demolition or remodeling buildings that contain lead, cadmium and/or asbestos is subject to regulations to protect the health of the persons that may be affected. In addition, demolition can impact the concentration of lead, cadmium and/or asbestos in the soils that are in close proximity to the building. A lead/cadmium paint and asbestos survey will be conducted for the site building to identify the presence of lead/cadmium paint and asbestos. The presence of lead and cadmium-based paint in areas of disturbance and demolition which requires specific precautions, including personal protective equipment, worker training, and air monitoring to ensure levels of lead and cadmium are less than required levels. Asbestos in areas of disturbance or demolition must be abated by a certified asbestos contractor, with air monitoring to ensure a safe working environment. The scope of work includes the required surveys prior to demolition under State and Federal law, and lead and asbestos abatement.

The following is a cost estimate for lead and asbestos survey, monitoring, and abatement:

Lead and Asbestos Abatement	Total
Survey	\$2,000
Monitoring	\$1,000
Abatement	\$10,000
Contingency (15%)	<u>\$1,950</u>
TOTAL	\$14,950

2.2.3 Infrastructure Improvements

The Eligible Property is located in City of Cadillac, which is designated as a Qualified Local Unit of Government, or Core Community. Infrastructure improvements include the relocation of two new curb cuts to enhance access to the site and restoration of the former curb cuts.

Infrastructure	Total
Curb Cuts and Restoration	\$15,000
Contingency (15%)	<u>\$2,250</u>
TOTAL	\$17,250

2.2.4 Site Preparation

The Eligible Property is located in the City of Cadillac, which is designated as a Qualified Local Unit of Government, or Core Community. Site preparation includes existing utility protection and temporary facilities.

Site Preparation	Total
Existing Utility Protection	\$5,000
Temporary Facilities	\$2,000
Contingency (15%)	<u>\$1,050</u>
TOTAL	\$8,050

2.2.5 Interest

Interest is included as an Eligible Activity. The Brownfield Eligible Activities of lead and asbestos abatement, demolition, site preparation, and infrastructure will be privately financed by the Developer. Interest is calculated at 5.0% for 10 years for the purposes of this Combined Brownfield Plan.

2.2.6 Assistance to Land Bank Fast Track Authority

Not Applicable.

2.2.7 Relocation of Public Facilities or Service for Economic Development Purposes

Not Applicable.

2.2.8 Develop/Prepare/Implement Combined Brownfield Plan

The preparation, approval and implementation of the Combined Brownfield Plan is included as Eligible Activities.

Estimated Cost of MSF Non-Environmental Eligible Activities

MSF Environmental Eligible Activities	Estimated Cost
Lead and Asbestos Abatement	\$13,000
Demolition	\$96,000
Site Preparation	\$7,000
Infrastructure	\$15,000
Contingency (15%)	\$19,650
Eligible Activities Subtotal	\$150,650
Interest	\$23,332
Combined Brownfield Plan Development, Approval, Implementation	\$12,000
Brownfield Authority Administrative and Operating Cost	\$3,500
MDEQ Environmental Eligible Activities Total	\$189,482

2.3 LOCAL ONLY ELIGIBLE ACTIVITIES

With the exception of Administrative and Operating Costs, there are no Eligible Activities that are specifically designated as “Local Only.”

2.4 SCHEDULE AND COSTS

2.4.1 Schedule of Activities

The following is an estimated schedule of Eligible Activities:

Activity	Completion
Demolition	Second Qtr 2018
Initiate Renovation	Third Qtr 2018
Complete Renovation	Fourth Qtr 2018

2.4.2 Summary of Total Project Costs

SUMMARY OF MAXIMUM ELIGIBLE COSTS	
LAKESIDE ACE HARDWARE - 834 AND 836 N. MITCHELL	
MDEQ Environmental Eligible Activity Costs Maximum	
Baseline Environmental Activities	\$ 7,000
Contingency	\$ 1,050
Subtotal	\$ 8,050
Interest (5% at 10 years)	\$ 1,247
Combined Brownfield Plan Review/Approval/Implementation	\$ 4,500
CBRA Admin/Operating Costs	\$ 3,500
MDEQ ENVIRONMENTAL ELIGIBLE ACTIVITY TOTAL	\$ 17,297
MSF Developmental Eligible Activity Cost Maximum	
Lead/Asbestos Abatement	\$ 13,000
Demolition	\$ 96,000
Site Preparation	\$ 7,000
Infrastructure	
Street Restoration	\$ 15,000
Contingency	\$ 19,650
Subtotal	\$ 150,650
Interest (5% at 10 years)	\$ 23,332
Combined Brownfield Plan Review/Approval/Implementation	\$ 12,000
CBRA Admin/Operating Costs	\$ 3,500
MSF DEVELOPMENTAL ELIGIBLE ACTIVITY TOTAL	\$ 189,482
Maximum Eligible Costs	
	\$ 206,779
STATE BROWNFIELD FUND	\$ 13,626
LOCAL SITE REMEDIATION REVOLVING FUND	\$ 73,945
TOTAL CAPTURE	\$ 294,350

All Eligible Activities identified above will be allocated between the State and Local taxes in a proportional share, after the capture of the 3 mils for the State Brownfield Fund.

Eligible Activity Cost Tables and Tax Capture Tables are presented in the Exhibits.

3.0 TAX INCREMENT REVENUE ANALYSIS

3.1 Estimate of Captured Taxable Value and Tax Increment Revenues - MCL 125.2663(1)(c)

The initial taxable value for the Eligible Property will be set at the taxable value as of the approval date of this Combined Brownfield Plan, anticipated on May 21, 2018.

Act 381 defines initial taxable value as the taxable value at the time the Brownfield Plan is adopted (in this case, anticipated on March 19, 2018), as shown by either the most recent assessment roll for which equalization has been completed (in May) at the time the resolution is adopted (as of December 31, 2016) or, if provided by the brownfield plan, by the next assessment roll for which equalization will be completed (as of December 31, 2017) following the date the resolution adding that eligible property in the brownfield plan is adopted .

The initial taxable value established by this Brownfield Plan is based on the taxable value as of December 31, 2017 and is \$62,200 for real property.

The MDEQ Environmental and MSF Non-Environmental Eligible Activity cost is \$158,700 plus an estimated \$24,579 in interest, for a total of \$183,279. The Combined Brownfield Plan also includes \$16,500 in Combined Brownfield Plan Development, Approval, and Implementation, \$8,500 in CBRA Administrative and Operating Costs, and an estimated \$13,712 for the State Brownfield Fund, bringing the Maximum Eligible Activity Cost to \$220,405. The Combined Brownfield Plan provides for additional State tax capture in an amount equal to State tax capture for MDEQ Environmental Eligible Activities and additional Local tax capture for a period of *five years* for the Local Brownfield Revolving Fund in an estimated amount of \$68,712. The overall investment for the Project is estimated at \$600,000.

Table 2 identifies taxable values for real and personal property, including tax increment revenues for the Eligible Property. In addition, 3 mils are captured and distributed to the State for the State Brownfield Redevelopment Fund. In accordance with Act 381, this share does not affect the State and local ratio.

The cash flow analysis for the project indicates payoff of the obligation in *eleven (11) years* for Local Capture and *twelve (12) years* for State Capture. ***Brownfield capture under this Combined Brownfield Plan is limited to twenty (20) years to 2038, or less.*** Capture for the Local Brownfield Revolving Fund is provided in the Combined Brownfield Plan for an equivalent amount of original capture of State taxes for MDEQ Environmental Eligible Activities and Local taxes for a period of five years.

Redevelopment of the property is anticipated to be initiated in Spring 2018, with site and building demolition. The actual tax increment captured will be based on taxable value set through the property assessment process by the local unit of government and equalized by the County and the millage rates set each year by the taxing jurisdictions. The estimated tax increment captured by the Authority is summarized in the table below and detailed in Table 2.

Estimated Tax Increment Capture by the Authority

Year	Total Tax Revenues	Captured Taxes		Year	Total Tax Revenues	Captured Taxes	
2019	\$23,013	\$17,764		2034	\$29,457	\$11,932	(3)
2020	\$23,385	\$18,119		2035	\$29,959	\$0	
2021	\$23,765	\$18,481		2036	\$30,471	\$0	
2022	\$24,153	\$18,851		2037	\$30,992	\$0	
2023	\$24,549	\$19,228		2038	\$31,525	\$0	
2024	\$24,952	\$19,613		2039	\$32,068	\$0	
2025	\$25,363	\$20,005		2040	\$32,621	\$0	
2026	\$25,783	\$20,152		2041	\$33,186	\$0	
2027	\$26,211	\$20,609		2042	\$33,762	\$0	
2028	\$26,648	\$21,229		2043	\$34,350	\$0	
2029	\$27,093	\$21,654	(1)	2044	\$34,949	\$0	
2030	\$27,548	\$22,087	(2)	2045	\$35,561	\$0	
2031	\$28,011	\$17,024		2046	\$36,184	\$0	
2032	\$28,484	\$13,665		2047	\$36,821	\$0	
2033	\$28,966	\$13,939		2048	\$37,469	\$0	

(1) Local Tax Capture Ends

(2) State Tax Capture Ends

(3) LBRF Capture Ends

Total	\$887,299	\$294,350
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State Brownfield Fund \$13,626

Balance \$280,724

3.2 Method of Financing Plan Costs - MCL 125.2663(1)(d):

The Brownfield Eligible Activities of environmental due diligence, lead and asbestos abatement, demolition, site preparation, and infrastructure will be privately financed by the Developer, and the Combined Brownfield Plan Development, Approval, and Implementation will be financed by the Authority, with capture of Local and State taxes to reimburse Eligible Activities.

3.3 Maximum Amount of Indebtedness - MCL 125.2663(1)(e)

The maximum amount of indebtedness will be \$183,700 plus an estimated \$24,579 in interest costs.

3.4 Duration of Brownfield Plan - MCL 125.2663(1)(f)

The duration of the Combined Plan will be the time to capture taxes in an amount equal to the Eligible Activity obligation, **but no longer than twenty (20) years, with capture ending in 2038**, plus Local Brownfield Revolving Fund capture. As shown on Table 2, total costs of all Eligible Activities on the property redevelopment is expected to be repaid through tax increment financing within 11 years for Local Capture and 12 years for State Capture, with an additional 5 years for the Local Brownfield Revolving Fund.

3.5 Estimate of Impact of Tax Increment Financing on Taxing Jurisdictions - MCL 125.2663(1)(g):

Tables 2.1 and 2.2 identify annual and total tax revenues projected for capture from the increase in property tax valuations. Individual tax levies within each taxing jurisdiction are also presented on Table 2. Taxing jurisdictions will continue to receive their attendant tax allocation for the project beyond the duration of the plan.

The total tax capture is estimated at \$158,700 for Eligible Activities, \$24,579 in interest, \$16,500 for Combined Brownfield Plan Development, Approval, and Implementation, \$8,500 in CBRA Administration and Operation, \$13,626 *for the State Brownfield Fund* and \$73,945 *for the Local Brownfield Fund* for a total capture of \$290,350. After the Brownfield obligation is met, tax revenues will accrue to the taxing jurisdictions in an amount estimated at over \$29,959 per year on into the future.

3.6 Description of Proposed Use of the Local Brownfield Revolving Fund - MCL 125.2663(1)(m)

Use of the Local Brownfield Revolving Fund will be consistent with the requirements of Act 381, including expenses for Eligible Activities on Eligible Property.

4.0 SUMMARY OF RELOCATION ACTIVITIES

4.1 Estimate of Number of Persons Residing on Eligible Property - MCL 125.2663(1)(i)

There are currently no residential dwellings or residences that occupy the Eligible Property.

4.2 Plan for Residential Relocation - MCL 125.2663(1)(j)

The Eligible Property does not currently contain any residential dwellings; therefore, a plan for residential relocation is not applicable.

4.3 Provision of Costs of Relocation - MCL 125.2663(1)(k):

The Eligible Property does not currently contain any residential dwellings; therefore, a provision for residential relocation has not been allocated.

4.4 Strategy to Comply with Relocation Assistance Act, 1972 PA 227 - MCL 213.321 to 213.332 - MCL 125.2663(1)(l)

The Eligible Property does not currently contain any residential dwellings; therefore, relocation is not necessary.

5.0 OTHER MATERIAL REQUIRED BY THE AUTHORITY OR GOVERNING BODY - MCL 125.2663(1)(n):

None

EXHIBITS

FIGURES

Figure 1	Property Location Map
Figure 2	Eligible Property Boundaries
Figure 3	Site Photos

TABLES

Table 1.1	Environmental Eligible Activities
Table 1.2	Non-Environmental Eligible Activities
Table 2.1	Annual Revenue and Brownfield Capture Estimates
Table 2.2	Tax Increment Revenue Reimbursement Allocation Table
Table 3	Impact on Taxing Jurisdictions

ATTACHMENTS

Attachment A Resolutions Approving Combined Brownfield Plan
Attachment B Functional Obsolescence Affidavit
Attachment C Development and Reimbursement Agreement



Lakeside Ace Hardware Combined Brownfield Plan	Figure 1: Site Location
Cadillac Brownfield Redevelopment Authority	Date: May 2018



Lakeside Ace Hardware Combined Brownfield Plan	Figure 2: Eligible Property
Cadillac Brownfield Redevelopment Authority	Date: May 2018



South Elevation



Southeast Elevation

Lakeside Ace Hardware Combined Brownfield Plan	Figure 3: Site Photos
Cadillac Brownfield Redevelopment Authority	Date: May 2018



North Elevation



East Elevation

Lakeside Ace Hardware Combined Brownfield Plan	Figure 3: Site Photos
Cadillac Brownfield Redevelopment Authority	Date: May 2018

TABLE 1.1
MDEQ ELIGIBLE ACTIVITIES COSTS
LAKESIDE ACE HARDWARE - 834 AND 836 N. MITCHELL
CADILLAC BROWNFIELD REDEVELOPMENT AUTHORITY
CADILLAC, MICHIGAN

Eligible Activity Description	TOTAL ELIGIBLE ACTIVITIES
<i>Baseline Environmental Assessment Activities</i>	
Phase I ESA	\$2,000
Phase II ESA	\$5,000
Baseline Environmental Assessment	\$0
<i>Subtotal</i>	\$7,000
<i>Due Care (7a) Obligation Compliance Activities</i>	
Phase II Investigation to Support Due Care	\$0
Section 7A Compliance Analyses (Due Care Plans)	\$0
<i>Subtotal</i>	\$0
<i>Subtotal Totals</i>	\$7,000
<i>Contingencies (15%)</i>	<u>\$1,050</u>
ELIGIBLE ACTIVITIES SUBTOTAL	\$8,050
INTEREST	\$1,247
<i>Work Plan Development and Approval Costs</i>	
Brownfield Plan and Work Plan Development and Approval	\$4,500
Administrative and Operation Costs*	<u>\$3,500</u>
<i>Subtotal</i>	\$8,000
ELIGIBLE ACTIVITIES SUBTOTAL	\$17,297

*Local Tax Capture Only

TABLE 1.2
MSF ELIGIBLE ACTIVITIES COSTS
LAKESIDE ACE HARDWARE - 834 AND 836 N. MITCHELL
CADILLAC BROWNFIELD REDEVELOPMENT AUTHORITY
CADILLAC, MICHIGAN

Eligible Activity Description	TOTAL ELIGIBLE ACTIVITIES
Lead and Asbestos Abatement	
Survey	\$2,000
Monitoring	\$1,000
Abatement	<u>\$10,000</u>
<i>Subtotal</i>	<u>\$13,000</u>
Demolition	
Site Demolition	\$11,000
Selective Building Demolition	<u>\$85,000</u>
<i>Subtotal</i>	<u>\$96,000</u>
Site Preparation	
Existing Utility Protection	\$5,000
Site Preparation - Temporary Facilities	<u>\$2,000</u>
<i>Subtotal</i>	<u>\$7,000</u>
Infrastructure	
Street Restoration - Curb Cuts	<u>\$15,000</u>
<i>Subtotal</i>	<u>\$15,000</u>
Subtotal Totals	\$131,000
Contingencies (15%)	<u>\$19,650</u>
MSF ELIGIBLE ACTIVITIES SUBTOTAL	<u>\$150,650</u>
INTEREST	\$23,332
Work Plan Development and Approval Costs	
Brownfield Plan and Work Plan Development and Approval	\$7,000
Brownfield Plan and Work Plan Implementation	\$5,000
Administrative and Operation Costs*	<u>\$3,500</u>
<i>Subtotal</i>	<u>\$15,500</u>
MSF ELIGIBLE ACTIVITIES SUBTOTAL	\$189,482

*Local Tax Capture Only

Table 2.1 - Annual Revenue and Brownfield Capture Estimates
Lakeside Ace Hardware Combined Brownfield Plan
Cadillac Brownfield Redevelopment Authority

Estimated Taxable Value (TV) Increase Rate:		2.00%															
Plan Year		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
Revenue Year		2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
*Base Taxable Value		\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500
Annual Value Additions		\$	\$ 600,000	\$	\$ -	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cumulative Value Additions		\$	\$ 600,000	\$ 612,000	\$ 624,240	\$ 636,725	\$ 649,459	\$ 662,448	\$ 675,697	\$ 689,211	\$ 702,996	\$ 717,056	\$ 731,397	\$ 746,025	\$ 760,945	\$ 776,164	\$ 791,687
Estimated New TV		\$ 70,500	\$ 370,500	\$ 376,500	\$ 382,620	\$ 388,862	\$ 395,230	\$ 401,724	\$ 408,349	\$ 415,106	\$ 421,998	\$ 429,028	\$ 436,198	\$ 443,512	\$ 450,973	\$ 458,582	\$ 466,344
Incremental Difference (New TV - Base TV)		\$	\$ 300,000	\$ 306,000	\$ 312,120	\$ 318,362	\$ 324,730	\$ 331,224	\$ 337,849	\$ 344,606	\$ 351,498	\$ 358,528	\$ 365,698	\$ 373,012	\$ 380,473	\$ 388,082	\$ 395,844
Total School Revenue		Millage Rate															
		38.64%	24.0000	\$ 1,692	\$ 8,892	\$ 9,036	\$ 9,183	\$ 9,333	\$ 9,486	\$ 9,641	\$ 9,800	\$ 9,963	\$ 10,128	\$ 10,297	\$ 10,469	\$ 10,644	\$ 11,192
Total Local Revenue		Millage Rate															
		61.36%	38.1122	\$ 2,687	\$ 14,121	\$ 14,349	\$ 14,582	\$ 14,820	\$ 15,063	\$ 15,311	\$ 15,563	\$ 15,821	\$ 16,083	\$ 16,351	\$ 16,624	\$ 16,903	\$ 17,188
Total Revenue		Millage Rate															
		62.1122	\$ 4,379	\$ 23,013	\$ 23,385	\$ 23,765	\$ 24,153	\$ 24,549	\$ 24,952	\$ 25,363	\$ 25,783	\$ 26,211	\$ 26,648	\$ 27,093	\$ 27,548	\$ 28,011	\$ 28,484
School Revenue		Millage Rate	40.53%														
State Education Tax (SET)		6.0000	\$ -	\$ 1,800	\$ 1,836	\$ 1,873	\$ 1,910	\$ 1,948	\$ 1,987	\$ 2,027	\$ 2,068	\$ 2,109	\$ 2,151	\$ 2,194	\$ 2,238	\$ 2,283	\$ 2,328
School Operating Tax		18.0000	\$ -	\$ 5,400	\$ 5,508	\$ 5,618	\$ 5,731	\$ 5,845	\$ 5,962	\$ 6,081	\$ 6,203	\$ 6,327	\$ 6,453	\$ 6,583	\$ 6,714	\$ 6,849	\$ 6,985
School Total		24.0000	\$ -	\$ 7,200	\$ 7,344	\$ 7,491	\$ 7,641	\$ 7,794	\$ 7,949	\$ 8,108	\$ 8,271	\$ 8,436	\$ 8,605	\$ 8,777	\$ 8,952	\$ 9,131	\$ 9,314
Local Revenue		Millage Rate	59.47%														
City Operating		13.9473	\$ -	\$ 4,184	\$ 4,268	\$ 4,353	\$ 4,440	\$ 4,529	\$ 4,620	\$ 4,712	\$ 4,806	\$ 4,902	\$ 5,000	\$ 5,101	\$ 5,203	\$ 5,307	\$ 5,413
Police and Fire Retirement		2.6000	\$ -	\$ 780	\$ 796	\$ 812	\$ 828	\$ 844	\$ 861	\$ 878	\$ 896	\$ 914	\$ 932	\$ 951	\$ 970	\$ 989	\$ 1,009
County		6.7797	\$ -	\$ 2,034	\$ 2,075	\$ 2,116	\$ 2,158	\$ 2,202	\$ 2,246	\$ 2,291	\$ 2,336	\$ 2,383	\$ 2,431	\$ 2,479	\$ 2,529	\$ 2,579	\$ 2,631
County Extra		1.4200	\$ -	\$ 426	\$ 435	\$ 443	\$ 452	\$ 461	\$ 470	\$ 480	\$ 489	\$ 499	\$ 509	\$ 519	\$ 530	\$ 540	\$ 551
DDA		1.9548	\$ -	\$ 586	\$ 598	\$ 610	\$ 622	\$ 635	\$ 647	\$ 660	\$ 674	\$ 687	\$ 701	\$ 715	\$ 729	\$ 744	\$ 759
CWTA		0.6000	\$ -	\$ 180	\$ 184	\$ 187	\$ 191	\$ 195	\$ 199	\$ 203	\$ 207	\$ 211	\$ 215	\$ 219	\$ 224	\$ 228	\$ 233
Council on Aging		1.0000	\$ -	\$ 300	\$ 306	\$ 312	\$ 318	\$ 325	\$ 331	\$ 338	\$ 345	\$ 351	\$ 359	\$ 366	\$ 373	\$ 380	\$ 388
Library		0.7500	\$ -	\$ 225	\$ 230	\$ 234	\$ 239	\$ 244	\$ 248	\$ 253	\$ 258	\$ 264	\$ 269	\$ 274	\$ 280	\$ 285	\$ 291
ISD		6.1604	\$ -	\$ 1,848	\$ 1,885	\$ 1,923	\$ 1,961	\$ 2,000	\$ 2,040	\$ 2,081	\$ 2,123	\$ 2,165	\$ 2,209	\$ 2,253	\$ 2,298	\$ 2,344	\$ 2,391
Milfoil		0.0000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Total		35.2122	\$ -	\$ 10,564	\$ 10,775	\$ 10,990	\$ 11,210	\$ 11,434	\$ 11,663	\$ 11,896	\$ 12,134	\$ 12,377	\$ 12,625	\$ 12,877	\$ 13,135	\$ 13,397	\$ 13,665
Local Capture		Millage Rate															
TOTAL		59.2122	\$ -	\$ 17,764	\$ 18,119	\$ 18,481	\$ 18,851	\$ 19,228	\$ 19,613	\$ 20,005	\$ 20,405	\$ 20,813	\$ 21,229	\$ 21,654	\$ 22,087	\$ 22,529	\$ 22,979
Non-Capturable Millages		Millage Rate															
xxx		0.0000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPS Debt		2.9000	\$ -	\$ 870	\$ 887	\$ 905	\$ 923	\$ 942	\$ 961	\$ 980	\$ 999	\$ 1,019	\$ 1,040	\$ 1,061	\$ 1,082	\$ 1,103	\$ 1,125
		\$	\$ -	\$ 870	\$ 887	\$ 905	\$ 923	\$ 942	\$ 961	\$ 980	\$ 999	\$ 1,019	\$ 1,040	\$ 1,061	\$ 1,082	\$ 1,103	\$ 1,125
Estimated Taxable Value (TV) Increase Rate:		2.50%															
Plan Year		16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
Revenue Year		2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	
*Base Taxable Value		\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	
Annual Value Additions		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Cumulative Value Additions		\$ 807,521	\$ 823,671	\$ 840,145	\$ 856,948	\$ 874,087	\$ 891,568	\$ 909,400	\$ 927,588	\$ 946,140	\$ 965,062	\$ 984,364	\$ 1,004,051	\$ 1,024,132	\$ 1,044,615	\$ 1,065,507	
Estimated New TV		\$ 474,261	\$ 482,336	\$ 490,572	\$ 498,974	\$ 507,543	\$ 516,284	\$ 525,200	\$ 534,294	\$ 543,570	\$ 553,031	\$ 562,682	\$ 572,525	\$ 582,566	\$ 592,807	\$ 603,253	
Incremental Difference (New TV - Base TV)		\$ 403,761	\$ 411,836	\$ 420,072	\$ 428,474	\$ 437,043	\$ 445,784	\$ 454,700	\$ 463,794	\$ 473,070	\$ 482,531	\$ 492,182	\$ 502,025	\$ 512,066	\$ 522,307	\$ 532,753	
Total School Revenue		Millage Rate															
		39.90%	24.0000	\$ 11,382	\$ 11,576	\$ 11,774	\$ 11,975	\$ 12,181	\$ 12,391	\$ 12,605	\$ 12,823	\$ 13,046	\$ 13,273	\$ 13,504	\$ 13,741	\$ 14,227	
Total Local Revenue		Millage Rate															
		60.10%	36.1574	\$ 18,075	\$ 18,383	\$ 18,697	\$ 19,017	\$ 19,344	\$ 19,677	\$ 20,017	\$ 20,363	\$ 20,717	\$ 21,077	\$ 21,445	\$ 21,820	\$ 22,593	
Total Revenue		Millage Rate															
		60.1574	\$ 29,457	\$ 29,959	\$ 30,471	\$ 30,992	\$ 31,525	\$ 32,068	\$ 32,621	\$ 33,186	\$ 33,762	\$ 34,350	\$ 34,949	\$ 35,561	\$ 36,184	\$ 36,821	
School Capture		Millage Rate															
State Education Tax (SET)		6.0000	\$ 2,423	\$ 2,471	\$ 2,520	\$ 2,571	\$ 2,622	\$ 2,675	\$ 2,728	\$ 2,783	\$ 2,838	\$ 2,895	\$ 2,953	\$ 3,012	\$ 3,072	\$ 3,134	
School Operating Tax		18.0000	\$ 7,268	\$ 7,413	\$ 7,561	\$ 7,713	\$ 7,867	\$ 8,024	\$ 8,185	\$ 8,348	\$ 8,515	\$ 8,686	\$ 8,859	\$ 9,036	\$ 9,217	\$ 9,402	
School Total		24.0000	\$ 9,690	\$ 9,884	\$ 10,082	\$ 10,283	\$ 10,489	\$ 10,699	\$ 10,913	\$ 11,131	\$ 11,354	\$ 11,581	\$ 11,812	\$ 12,049	\$ 12,290	\$ 12,535	
Local Capture		Millage Rate															
City Operating		13.9473	\$ 5,631	\$ 5,744	\$ 5,859	\$ 5,976	\$ 6,096	\$ 6,217	\$ 6,342	\$ 6,469	\$ 6,598	\$ 6,730	\$ 6,865	\$ 7,002	\$ 7,142	\$ 7,285	
Police and Fire Retirement		2.6000	\$ 1,050	\$ 1,071	\$ 1,092	\$ 1,114	\$ 1,136	\$ 1,159	\$ 1,182	\$ 1,206	\$ 1,230	\$ 1,255	\$ 1,280	\$ 1,305	\$ 1,331	\$ 1,358	
County		6.7797	\$ 2,737	\$ 2,792	\$ 2,848	\$ 2,905	\$ 2,963	\$ 3,022	\$ 3,083	\$ 3,144	\$ 3,207	\$ 3,271	\$ 3,337	\$ 3,404	\$ 3,472	\$ 3,541	
County Extra		1.4200	\$ 573	\$ 585	\$ 597	\$ 608	\$ 621	\$ 633	\$ 646	\$ 659	\$ 672	\$ 685	\$ 699	\$ 713	\$ 727	\$ 742	
CWTA		0.6000	\$ 242	\$ 247	\$ 252	\$ 257	\$ 262	\$ 267	\$ 273	\$ 278	\$ 284	\$ 290	\$ 295	\$ 301	\$ 307	\$ 313	
Community on Aging		1.0000	\$ 404	\$ 412	\$ 420	\$ 428	\$ 437	\$ 446	\$ 455	\$ 464	\$ 473	\$ 483	\$ 492	\$ 502	\$ 512	\$ 522	
Library		0.7500	\$ 303	\$ 309	\$ 315	\$ 321	\$ 328	\$ 334	\$ 341	\$ 348	\$ 355	\$ 362	\$ 369	\$ 377	\$ 384	\$ 392	
ISD		6.1604	\$ 2,487	\$ 2,537	\$ 2,588	\$ 2,640	\$ 2,692	\$ 2,746	\$ 2,801	\$ 2,857	\$ 2,914	\$ 2,973	\$ 3,032	\$ 3,093	\$ 3,155	\$ 3,218	
Milfoil		0.0000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local Total		33.2574	\$ 13,428	\$ 13,697	\$ 13,971	\$ 14,250	\$ 14,535	\$ 14,826	\$ 15,122	\$ 15,425	\$ 15,733	\$ 16,048	\$ 16,369	\$ 16,696	\$ 17,030	\$ 17,371	
Local Capture		Millage Rate															
TOTAL		57.2574	\$ 23,118	\$ 23,581	\$ 24,052	\$ 24,533	\$ 25,024	\$ 25,524	\$ 26,035	\$ 26,556	\$ 27,087	\$ 27,628	\$ 28,181	\$ 28,745	\$ 29,320	\$ 29,906	
Non-Capturable Millages		Millage Rate															
xxx		0.0000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
CAPS Debt		2.9000	\$ 1,171	\$ 1,194	\$ 1,218	\$ 1,243	\$ 1,267	\$ 1,293	\$ 1,319	\$ 1,345	\$ 1,372	\$ 1,399	\$ 1,427	\$ 1,456	\$ 1,485	\$ 1,515	
		\$	\$ 1,171	\$ 1,194	\$ 1,218	\$ 1,243	\$ 1,267	\$ 1,293	\$ 1,319	\$ 1,345	\$ 1,372	\$ 1,399	\$ 1,427	\$ 1,456	\$ 1,485	\$ 1,515	

Table 2.2 - Tax Increment Revenue Reimbursement Allocation Table
Lakeside Ace Hardward Combined Brownfield Plan
Cadillac Brownfield Redevelopment Authority

Maximum Reimbursement	Proportionality	School & Local Taxes	State Brownfield Fund	LBRF	Local-Only Taxes	Total
State	40.53%	\$ 80,975	\$ 13,626	\$ 5,592		\$ 100,193
Local	59.47%	\$ 118,804		\$ 68,353	\$ 7,000	\$ 194,157
TOTAL	100.0%	\$ 199,779	\$ 13,626	\$ 73,945		\$ 294,350
MDEQ		\$ 13,797				
MSF		\$ 185,982				
TOTAL		\$ 199,779				

Estimated Total Years of Capture:	
Local Eligible Activities	11
State Eligible Activities	12
LBRF	15

Estimated Capture	\$ 199,779
Administrative Fees	\$ 7,000
State Revolving Fund	\$ 13,626
LSRRF	\$ 73,945
TOTAL	\$ 294,350

Estimated Taxable Value (TV) Increase Rate: 2.50%		Local Eligible Activity Capture Ends																	State Eligible Activity Capture Ends		LBRF Capture Ends				
Plan Year		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17							
Revenue Year	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035							
*Base Taxable Value	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500	\$ 70,500							
Annual Value Additions		\$ 600,000	\$ -																						
Cumulative Value Additions		\$ 600,000	\$ 615,000	\$ 630,375	\$ 646,134	\$ 662,288	\$ 678,845	\$ 695,816	\$ 713,211	\$ 731,042	\$ 749,318	\$ 768,051	\$ 787,252	\$ 806,933	\$ 827,107	\$ 847,784	\$ 868,979	\$ 890,703							
Estimated New TV	\$ 70,500	\$ 370,500	\$ 378,000	\$ 385,688	\$ 393,567	\$ 401,644	\$ 409,922	\$ 418,408	\$ 427,106	\$ 436,021	\$ 445,159	\$ 454,525	\$ 464,126	\$ 473,967	\$ 484,053	\$ 494,392	\$ 504,989	\$ 515,852							
Incremental Difference (New TV - Base TV)		\$ 300,000	\$ 307,500	\$ 315,188	\$ 323,067	\$ 331,144	\$ 339,422	\$ 347,908	\$ 356,606	\$ 365,521	\$ 374,659	\$ 384,025	\$ 393,626	\$ 403,467	\$ 413,553	\$ 423,892	\$ 434,489	\$ 445,352							
Total School Revenue	Millage Rate																								
	38.64%	24.0000																							
Total Local Revenue	Millage Rate																								
	61.36%	38.1122																							
Total Revenue	Millage Rate																								
	62.1122																								
Plan Year	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17							
Calendar Year	notes	Capture Rate	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035				
Total State Incremental Revenue		40.53%	\$ -	\$ 7,200	\$ 7,344	\$ 7,491	\$ 7,641	\$ 7,794	\$ 7,949	\$ 8,108	\$ 8,271	\$ 8,436	\$ 8,605	\$ 8,777	\$ 8,952	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
State Brownfield Revolving Fund (50% of SET)			\$ -	\$ 900	\$ 923	\$ 946	\$ 969	\$ 993	\$ 1,018	\$ 1,044	\$ 1,070	\$ 1,097	\$ 1,124	\$ 1,152	\$ 1,181	\$ 1,210	\$ -	\$ -	\$ -	\$ -	\$ -				
State TIR Available for Reimbursement			\$ -	\$ 6,300	\$ 6,422	\$ 6,545	\$ 6,671	\$ 6,800	\$ 6,931	\$ 7,065	\$ 7,201	\$ 7,339	\$ 7,481	\$ 7,625	\$ 7,771	\$ 1,210	\$ -	\$ -	\$ -	\$ -	\$ -				
Total Local Incremental Revenue		59.47%	\$ -	\$ 10,564	\$ 10,775	\$ 10,990	\$ 11,210	\$ 11,434	\$ 11,663	\$ 11,896	\$ 12,134	\$ 12,377	\$ 12,625	\$ 12,877	\$ 13,135	\$ 13,397	\$ 13,665	\$ 13,939	\$ 14,217	\$ -	\$ -				
BRA Administrative Fee	8%		\$ -	\$ 845	\$ 862	\$ 879	\$ 897	\$ 915	\$ 933	\$ 952	\$ 971	\$ 204	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Local TIR Available for Reimbursement			\$ -	\$ 9,719	\$ 9,913	\$ 10,111	\$ 10,313	\$ 10,520	\$ 10,730	\$ 10,945	\$ 11,164	\$ 12,173	\$ 12,625	\$ 12,877	\$ 13,135	\$ 13,397	\$ 13,665	\$ 13,939	\$ 14,217	\$ -	\$ -				
Total State & Local TIR Available for Reimbursement			\$ -	\$ 16,019	\$ 16,334	\$ 16,657	\$ 16,985	\$ 17,320	\$ 17,661	\$ 18,009	\$ 18,364	\$ 19,512	\$ 20,105	\$ 20,502	\$ 20,906	\$ 14,608	\$ 13,665	\$ 13,939	\$ 14,217	\$ -	\$ -				
DEVELOPER	Beginning Balance	% Allocation	0%	94%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	14%	0%	0%	0%	0%	0%					
Developer Reimbursement			\$183,279	\$ -	\$ 15,278	\$ 16,657	\$ 16,985	\$ 17,320	\$ 17,661	\$ 18,009	\$ 18,364	\$ 19,512	\$ 20,105	\$ 20,502	\$ 2,886	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Developer Reimbursement Balance			\$183,279	\$ 183,279	\$ 183,279	\$ 168,001	\$ 151,344	\$ 134,359	\$ 117,040	\$ 99,379	\$ 81,369	\$ 63,005	\$ 43,493	\$ 23,387	\$ 2,886	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)				
CITY	Beginning Balance	% Allocation	100%	3%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%					
City Reimbursement			\$16,500	\$ 16,019	\$ 482	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
City Reimbursement Balance			\$16,500	\$ 481	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)				
MSF Non-Environmental Costs			\$ 185,982	\$ -	\$ 14,912	\$ 15,206	\$ 15,506	\$ 15,812	\$ 16,124	\$ 16,442	\$ 16,766	\$ 17,096	\$ 18,165	\$ 18,717	\$ 16,959	\$ 4,278	\$ -	\$ -	\$ -	\$ -	\$ -				
State Tax Reimbursement	93.09%		\$ 75,382	\$ -	\$ 5,865	\$ 5,978	\$ 6,093	\$ 6,211	\$ 6,330	\$ 6,452	\$ 6,577	\$ 6,703	\$ 6,833	\$ 6,964	\$ 7,098	\$ 4,278	\$ -	\$ -	\$ -	\$ -	\$ -				
Local Tax Reimbursement	93.09%		\$ 110,599	\$ -	\$ 9,047	\$ 9,228	\$ 9,413	\$ 9,601	\$ 9,793	\$ 9,989	\$ 10,189	\$ 10,393	\$ 11,332	\$ 11,753	\$ 9,861	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Total MSF Reimbursement Balance			\$ 185,982	\$ 171,069	\$ 155,863	\$ 140,357	\$ 124,545	\$ 108,421	\$ 91,980	\$ 75,214	\$ 58,118	\$ 39,953	\$ 21,237	\$ 4,278	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)				
State MSF Balance to Be Reimbursed			\$ 75,382	\$ 69,518	\$ 63,540	\$ 57,446	\$ 51,235	\$ 44,905	\$ 38,453	\$ 31,876	\$ 25,172	\$ 18,340	\$ 11,376	\$ 4,278	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)				
Local MSF Balance to Be Reimbursed			\$ 110,599	\$ 101,552	\$ 92,324	\$ 82,911	\$ 73,309	\$ 63,516	\$ 53,527	\$ 43,338	\$ 32,946	\$ 21,614	\$ 9,861	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0				
MDEQ Environmental Costs			\$ 13,797	\$ -	\$ 1,106	\$ 1,128	\$ 1,150	\$ 1,173	\$ 1,196	\$ 1,220	\$ 1,244	\$ 1,268	\$ 1,348	\$ 1,388	\$ 1,258	\$ 318	\$ -	\$ -	\$ -	\$ -	\$ -				
State Tax Reimbursement	6.91%		\$ 5,592	\$ -	\$ 435	\$ 443	\$ 452	\$ 461	\$ 470	\$ 479	\$ 488	\$ 497	\$ 507	\$ 517	\$ 527	\$ 318	\$ -	\$ -	\$ -	\$ -	\$ -				
Local Tax Reimbursement	6.91%		\$ 8,205	\$ -	\$ 671	\$ 685	\$ 698	\$ 712	\$ 726	\$ 741	\$ 756	\$ 771	\$ 841	\$ 872	\$ 731	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Total MDEQ Reimbursement Balance			\$ 13,797	\$ 12,690	\$ 11,562	\$ 10,412	\$ 9,239	\$ 8,043	\$ 6,823	\$ 5,580	\$ 4,311	\$ 2,964	\$ 1,575	\$ 318	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)				
State MDEQ Balance to Be Reimbursed			\$ 5,592	\$ 5,157	\$ 4,714	\$ 4,262	\$ 3,801	\$ 3,331	\$ 2,853	\$ 2,365	\$ 1,867	\$ 1,361	\$ 844	\$ 317	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)				
Local MDEQ Balance to Be Reimbursed			\$ 8,205	\$ 7,533	\$ 6,849	\$ 6,151	\$ 5,438	\$ 4,712	\$ 3,971	\$ 3,215	\$ 2,444	\$ 1,603	\$ 732	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0				
Total Annual Eligible Activity Reimbursement			\$ -	\$ 16,019	\$ 16,334	\$ 16,657	\$ 16,985	\$ 17,320	\$ 17,661	\$ 18,009	\$ 18,364	\$ 19,512	\$ 20,105	\$ 18,217	\$ 4,595	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Local Only Costs	8%		\$ 7,000																						
Local Tax Reimbursement			\$ -	\$ 845	\$ 862	\$ 879	\$ 897	\$ 915	\$ 933	\$ 952	\$ 718	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Total Local Only Reimbursement Balance			\$ 7,000	\$ 6,155	\$ 5,293	\$ 4,414	\$ 3,517	\$ 2,602	\$ 1,669	\$ 717	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)				
Local Brownfield Revolving Fund			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,176	\$ 2,416	\$ -	\$ -	\$ -	\$ -				
State Tax Capture			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,285	\$ 13,135	\$ 13,397	\$ 13,665	\$ 13,939	\$ 11,932	\$ -				
Local Tax Capture			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,285	\$ 16,311	\$ 15,813	\$ 13,665	\$ 13,939	\$ 11,932	\$ -				
Total LBRF Capture			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,285	\$ 16,311	\$ 15,813	\$ 13,665	\$ 13,939	\$ 11,932	\$ -				
State Brownfield Fund			\$ -	\$ 900	\$ 923	\$ 946	\$ 969	\$ 993	\$ 1,018	\$ 1,044	\$ 1,070	\$ 1,097	\$ 1,124	\$ 1,152	\$ 1,181	\$ 1,210	\$ -	\$ -	\$ -	\$ -	\$ -				
Total Annual Brownfield Capture Reimbursement			\$ -	\$ 17,764	\$ 18,119	\$ 18,481	\$ 18,851	\$ 19,228	\$ 19,613	\$ 20,005	\$ 20,152	\$ 20,609	\$ 21,229	\$ 21,654	\$ 22,087	\$ 17,024	\$ 13,665	\$ 13,939	\$ 11,932	\$ -	\$ -				

Footnotes:

Lakeside Ace Hardward Combined Brownfield Plan
Cadillac Brownfield Redevelopment Authority

Footnotes:

TABLE 3 IMPACT ON TAXING JURISDICTIONS
BROWNFIELD PLAN - THIRTY YEAR DURATION
LAKESIDE ACE HARDWARE COMBINED BROWNFIELD PLAN
CADILLAC BROWNFIELD REDEVELOPMENT AUTHORITY

	Millages	Millage Total	Percent Allocation	Total Capture \$294,350	Total Revenues \$597,328
City of Cadillac		16.5473	51.74%	\$100,457	\$182,631
Allocated	13.9473				
Voted - Police and Fire	2.6000				
Wexford County		8.1997	25.64%	\$49,779	\$90,499
Allocated	6.7797				
Extra	1.4200				
Roads					
Seniors					
DDA	1.9548	1.9548	6.11%	\$11,867	\$21,575
CWTA	0.6000	0.6000	1.88%	\$3,643	\$6,622
Council on Aging	1.0000	1.0000	3.13%	\$6,071	\$11,037
Library	0.7500	0.7500	2.35%	\$4,553	\$8,278
Cadillac Area Public Schools			0.00%		\$0
School Debt*	2.9000				
ISD	6.1604	2.9299	9.16%	\$17,787	\$32,337
Local Taxes Total	38.1122	31.9817	100.00%	\$194,157	\$352,979
State Taxes		24.0000		\$100,194	\$244,349
School Operating	18.0000				
State Educ Tax	3.0000				
State Brownfield Fund	3.0000				
Total	42.6816	33.8753		\$294,350	\$597,328

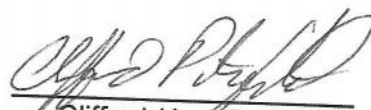
* Debt Millage not captured as part of brownfield plan

AFFIDAVIT OF CLIFFORD PORTERFIELD

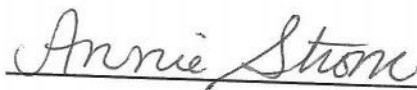
STATE OF MICHIGAN)
 ss)
COUNTY OF WEXFORD)

The undersigned, being first duly sworn, deposes and says:

1. I am a Michigan Master Assessing Officer (4) for the City of Cadillac.
2. In my capacity as the City Assessor, I have physically inspected Parcel # 10-048-00-008-00 and have found this property to be functionally obsolete, in accordance with Act 381, P.A. 1996, as amended, MCL 125.2663(h).
3. The parcel was built in approximately 1960. As a car dealership and was most recently used as fitness Center.
4. The building is a single story concrete block and steel construction building 17 feet high approximately 8,600 square feet There have been roof issues with the building and the front wall is bowing and will need replaced. The plumbing and heating appear to outdated.
5. Based on my knowledge of the property and the type of work needed to make the building viable in the current market, it is my opinion as a Master Assessing Officer (4) that the building meets the definition of "functionally obsolete" as defined in the Brownfield Redevelopment Financing Act, 1996, PA 381, MCL 125.2782.
6. I have personal knowledge of the facts set fort above and can competently testify if called as a witness.


Clifford (Joe) Porterfield
Assessor, City of Cadillac

Subscribed and sworn to before me this 9th day of May, 2018


Annie Strom
Notary Public
Wexford County, Michigan
My commission expires 03-10-22

Annie Strom
Notary Public, State of Michigan
County of Wexford
My Commission Expires March 10, 2022
Acting in the County of Wexford

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

RESOLUTION NO. ____

**RESOLUTION TO ADOPT ORDINANCE AMENDING THE CITY ZONING MAP
AND APPROVAL OF SKETCH PLAN**

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 21st day May, 2018, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by _____ and seconded by _____.

WHEREAS, the Applicant Cadillac Lofts, LLC is the owner of real property located east of the 200 block of South Mitchell Street, west of Shelby Street, north of East Chapin Street, and south of East Cass Street, legally described as:

ALL OF BLOCK 7, MITCHELL'S REVISED PLAT OF THE VILLAGE OF CLAM LAKE, NOW THE CITY OF CADILLAC, ACCORDING TO THE RECORDED PLAT THEREOF, INCLUDING VACATED ALLEY, BEING ORDINANCE NO. 610, AS RECORDED IN LIBER 26, ON PAGE 194, AND VACATED ALLEY, BEING ORDINANCE NO. 611, AS RECORDED IN LIBER 26, ON PAGE 195, AND VACATED ALLEY, BEING ORDINANCE NO. 612, AS RECORDED IN LIBER 26, ON PAGE 196 AND INCLUDING ALL THAT PART OF THE WEST 1/2 OF SOUTH SHELBY STREET LYING BETWEEN THE NORTH RIGHT-OF-WAY LINE OF EAST CHAPIN STREET AND THE SOUTH RIGHT-OF-WAY LINE OF EAST CASS STREET, EXCEPT THAT PART OF SOUTH SHELBY STREET BEING THE SOUTH 156 FEET LYING EAST OF A LINE 9.8 FEET WEST OF THE EXISTING CENTERLINE, MITCHELL'S REVISED PLAT OF THE VILLAGE OF CLAM LAKE, NOW CITY OF CADILLAC, ACCORDING TO THE RECORDED PLAT THEREOF.

Tax Identification Numbers: 10-086-00-196-00 and 10-086-00-207-00

("Property") and this Property is currently zoned B-2, Central Business; and

WHEREAS, the Applicant submitted an Application for Rezoning and Sketch Plan for a Mixed-Use Planned Unit Development ("M-PUD") Zoning District; and

WHEREAS, pursuant to Section 46-657 of the City of Cadillac Zoning Ordinance, the Application serves as a petition to rezone the Property to M-PUD district and the sketch plan approval shall be considered concurrently with the rezoning; and

WHEREAS, upon giving notice in accordance with the Michigan Zoning Enabling Act, Act 110 of 2006, MCL 125.3101 *et seq.* ("MZEA"), the City Planning Commission conducted a public hearing regarding the zoning and sketch plan on April 23, 2018; and

WHEREAS, the City Planning Commission recommended approval of the Application, which includes both a request for rezoning to M-PUD and the sketch plan approval; and

WHEREAS, the City Planning Commission has transmitted its recommendation to the City Council; and

WHEREAS, the City Council is required by Section 46-657(c) of the Zoning Ordinance to conduct a public hearing to hear public comments regarding the Application, which includes both requests to rezone to M-PUD and sketch plan approval, and to consider the recommendation of the City Planning Commission; and

WHEREAS, the City Council conducted a public hearing regarding the Application, which includes both the requests to rezone to M-PUD and sketch plan approval, on May 21,

2018, after publishing a summary of the ordinance and providing notice of the public hearing in accordance with the City Charter and the MZEA.

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

1. The City Council approves the Application for Rezoning and Sketch Plan for a Mixed-Use Planned Unit Development ("M-PUD") Zoning District for Cadillac Lofts, LLC, which includes an approval of the request to rezone the Property to M-PUD and the approval of the sketch plan for the Property.
2. To accomplish the rezoning, Ordinance No. 2018-07, An Ordinance Amending City Zoning Map (the "Ordinance," attached as Exhibit A) is hereby adopted.
3. The Ordinance shall be filed with the City Clerk.
4. The City Clerk shall publish notice of ordinance adoption in a newspaper of general circulation in the City within fifteen (15) days (Exhibit B).
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)

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 21st day of May, 2018.

Sandra Wasson
Cadillac City Clerk

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

ORDINANCE NO. 2018-07

AN ORDINANCE AMENDING THE CITY ZONING MAP

THE CITY OF CADILLAC ORDAINS:

Section 1.

The City hereby amends the City Zoning Map to change the B-2, Central Business District zoning designation and established use district as shown on the City Zoning Map for the real property legally described as:

ALL OF BLOCK 7, MITCHELL'S REVISED PLAT OF THE VILLAGE OF CLAM LAKE, NOW THE CITY OF CADILLAC, ACCORDING TO THE RECORDED PLAT THEREOF, INCLUDING VACATED ALLEY, BEING ORDINANCE NO. 610, AS RECORDED IN LIBER 26, ON PAGE 194, AND VACATED ALLEY, BEING ORDINANCE NO. 611, AS RECORDED IN LIBER 26, ON PAGE 195, AND VACATED ALLEY, BEING ORDINANCE NO. 612, AS RECORDED IN LIBER 26, ON PAGE 196 AND INCLUDING ALL THAT PART OF THE WEST 1/ 2 OF SOUTH SHELBY STREET LYING BETWEEN THE NORTH RIGHT-OF-WAY LINE OF EAST CHAPIN STREET AND THE SOUTH RIGHT-OF-WAY LINE OF EAST CASS STREET, EXCEPT THAT PART OF SOUTH SHELBY STREET BEING THE SOUTH 156 FEET LYING EAST OF A LINE 9.8 FEET WEST OF THE EXISTING CENTERLINE, MITCHELL'S REVISED PLAT OF THE VILLAGE OF CLAM LAKE, NOW CITY OF CADILLAC, ACCORDING TO THE RECORDED PLAT THEREOF.

Tax Identification Numbers: 10-086-00-196-00 and 10-086-00-207-00

to the M-PUD, Mixed Planned Unit Development District zoning designation and corresponding use district under Chapter 46 of the Cadillac City Code.

Section 2.

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 3.

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 4.

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

Approved this ____ day of _____, 2018.

Sandra Wasson, Clerk

Carla J. Filkins, Mayor

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 ADOPTION ORDINANCE NO. 2018-07

AN ORDINANCE AMENDING THE CITY ZONING MAP

On April 30, 2018, the City Council of the City of Cadillac introduced Ordinance No. 2018-07, Ordinance Amending the City Zoning Map (the "Ordinance"). On May 21, 2018, the City Council held a Public Hearing on the Ordinance at a Meeting of the City Council.

NOTICE IS HEREBY GIVEN that the City Council of the City of Cadillac, Wexford County, Michigan, at a meeting held in the Council Chambers, Cadillac Municipal Complex, 200 Lake Street, Cadillac, Michigan, on May 21, 2018, adopted Ordinance No. 2018-07, Ordinance Amending the City Zoning Map. A copy of the Ordinance may be purchased or inspected during regular business hours at the Cadillac City Hall located at 200 Lake Street, Cadillac, Michigan.

The following is a summary of the Ordinance.

ORDINANCE NO. 2018-07

AN ORDINANCE AMENDING THE CITY ZONING MAP

Section 1 of the ordinance provides for an amendment to the City Zoning Map to change the B-2, Central Business district zoning designation and established use district as shown on the City Zoning Map for the real property legally described as:

ALL OF BLOCK 7, MITCHELL'S REVISED PLAT OF THE VILLAGE OF CLAM LAKE, NOW THE CITY OF CADILLAC, ACCORDING TO THE RECORDED PLAT THEREOF, INCLUDING VACATED ALLEY, BEING ORDINANCE NO. 610, AS RECORDED IN LIBER 26, ON PAGE 194, AND VACATED ALLEY, BEING ORDINANCE NO. 611, AS RECORDED IN LIBER 26, ON PAGE 195, AND VACATED ALLEY, BEING ORDINANCE NO. 612, AS RECORDED IN LIBER 26, ON PAGE 196 AND INCLUDING ALL THAT PART OF THE WEST 1/2 OF SOUTH SHELBY STREET LYING BETWEEN THE NORTH RIGHT-OF-WAY LINE OF EAST CHAPIN STREET AND THE SOUTH RIGHT-OF-WAY LINE OF EAST CASS STREET, EXCEPT THAT PART OF SOUTH SHELBY STREET BEING THE SOUTH 156 FEET LYING EAST OF A LINE 9.8 FEET WEST OF THE EXISTING CENTERLINE, MITCHELL'S REVISED PLAT OF THE VILLAGE OF

CLAM LAKE, NOW CITY OF CADILLAC, ACCORDING TO THE RECORDED
PLAT THEREOF.

Tax Identification Numbers: 10-086-00-196-00 and 10-086-00-207-00

to the M-PUD, Mixed Planned Unit Development District zoning designation and corresponding use district under Chapter 46 of the Cadillac City Code.

Section 2 of the proposed ordinance provides that if any portion of the proposed ordinance is found invalid for any reason, such holding shall not be construed as affecting the validity of the remaining portions of the proposed ordinance.

Section 3 of the proposed ordinance provides that all other ordinances inconsistent with the provisions of the proposed ordinance are repealed but only to the extent necessary to give the proposed ordinance full force and effect.

Section 4 of the proposed ordinance provides that it shall take effect twenty (20) days after its adoption.

CITY COUNCIL OF THE
CITY OF CADILLAC, MICHIGAN

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

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

RESOLUTION NO. 2018-xxxx

**RESOLUTION TO ADOPT ORDINANCE NO. 2018-xx, ORDINANCE ESTABLISHING
GENERAL APPROPRIATIONS ACT FOR FISCAL YEAR 2019**

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 21st day of May, 2018, at 6:00 p.m.

PRESENT: COUNCIL MEMBERS: _____

ABSENT: None _____

The following preamble and resolution was offered by xxxxxxx and seconded by xxxxxxxxx.

WHEREAS, the Uniform Budgeting and Accounting Act, 1968 PA 2, as amended, requires the City Council of the City of Cadillac to pass a general appropriations act for all funds, except trust or agency, internal service, enterprise, debt service or capital project funds for which the City Council may pass a special appropriation act; and

WHEREAS, Section 10.3 of the Charter of the City of Cadillac (the "Charter") requires a public hearing be held in the second half of the month of April on the proposed budget before final adoption; that notice of the public hearing be published at least ten (10) days in advance of the hearing; and that the complete proposed budget be on file for public inspection during office hours at the office of the City Clerk for a period of not less than (10) days prior to such public hearing; and

WHEREAS, on the 5th day of April, 2018 a notice of hearing was published as required by Section 10.3 of the Charter, and a public hearing on the proposed budget for Fiscal Year 2019 was held on the 16th day of April, 2018; and

WHEREAS, Section 10.4 of the Charter requires the City Council to adopt a budget by ordinance between the 10th day of May and the last day of May of each year appropriating the money needed for municipal purposes during the next fiscal year and provide for a levy of the amount necessary to be raised by taxes upon real and personal property; and

WHEREAS, Section 5.2 of the Charter requires each proposed ordinance be introduced in written or printed form, identified by a short title containing a preamble stating its purpose and, following introduction of the proposed ordinance, requires the City Clerk to publish a summary of the proposed

ordinance in a local newspaper of general circulation in the City and make copies of the proposed ordinance available for examination at the office of the City Clerk and provide copies at a reasonable charge; and

WHEREAS, the City Council introduced Ordinance No. 2018-xx, Ordinance Adopting General Appropriations Act for Fiscal Year 2019 (the "Ordinance"), on April 16, 2018, and scheduled a public hearing on the Ordinance for May 21, 2018, at 6:00 p.m.;

WHEREAS, the City Council conducted a public hearing regarding the Ordinance on May 21, 2018 at 6:00 p.m. in the Council Chambers, Cadillac Municipal Complex, 200 Lake Street, Cadillac, Michigan;

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

1. The Ordinance, which is attached as Exhibit A, is hereby adopted.
2. The Ordinance shall be filed with the City Clerk.
3. The City Clerk shall publish a summary of the Ordinance in a newspaper of general circulation in the City within seven (7) days.
4. Any and all resolutions that are in conflict with this Resolution are hereby repealed upon the effective date of the Ordinance.

YEAS: COUNCIL MEMBERS: _____

NAYS: None

STATE OF MICHIGAN)

)

COUNTY OF WEXFORD)

I, Sandra Wasson, City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. 2018-xxxx, duly adopted at a regular meeting of the City Council held on the 21st day of May, 2018.

Sandra Wasson
Cadillac City Clerk

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

ORDINANCE NO. 2018-xx

ORDINANCE ESTABLISHING GENERAL APPROPRIATIONS ACT FOR FISCAL YEAR 2019

THE CITY OF CADILLAC ORDAINS:

Section 1, Title.

This Ordinance shall be known as the City of Cadillac General Appropriations Act For Fiscal Year 2019.

Section 2, Public Hearing on the Budget.

Pursuant to MCL 141.412 and Section 10.3 of the City Charter, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on April 5, 2018, and a public hearing on the proposed budget was held on April 16, 2018.

Section 3, Expenditures.

The City hereby appropriates the expenditures for the fiscal year commencing July 1, 2018 and ending June 30, 2019 on a departmental and activity total basis as follows:

General Fund Expenditures

Legislative	\$43,900
Office of the City Manager	291,900
Financial Services	241,200
City Clerk/Treasurer Department	300,500
Election Services	14,000
Assessing Services	137,500
Legal Services	200,000
Engineering Services	85,500
City Complex	347,200
Police Department	1,981,500
Code Enforcement	33,500
Fire Department	1,937,400
Public Works	844,000
Culture and Recreation	301,000
Economic Development and Assistance	180,900
Intergovernmental	100,700
Other	190,000
Total Expenditures	\$7,230,700

Section 4, Estimated Revenues.

The City estimates that revenues for the fiscal year commencing July 1, 2018 and ending June 30, 2019 will be as follows:

General Fund	
Taxes	\$3,824,000
Licenses & Permits	141,000
Intergovernmental	2,173,800
Charges for Services	1,018,700
Fines & Forfeits	15,000
Miscellaneous	30,000
Interest and Rents	31,500
Appropriated Fund Balance	0
Total Revenues	\$7,234,000

Section 5, Budgets.

The City hereby approves budgets for the fiscal year commencing July 1, 2018 and ending June 30, 2019 for the following funds in the amounts set forth below:

	<u>Revenues</u>	<u>Expenses</u>
Governmental Funds		
Major Street Fund	\$1,509,900	\$987,800
Local Street Fund	1,631,000	1,281,500
Cemetery Operating Fund	124,000	123,500
Cadillac Development Fund	81,000	81,000
Building Inspection Fund	90,000	90,000
Naval Reserve Center Fund	22,500	22,500
Lake Treatment Fund	30,000	30,000
H.L. Green Operating Fund	500	0
2016 General Obligation Capital Improvement Bond	240,900	240,900
Industrial Park Fund	394,000	81,500
Special Assessment Capital Projects Fund	30,500	30,500
Cemetery Perpetual Care Fund	19,500	9,500
Capital Projects Fund	1,500	500

	<u>Revenues</u>	<u>Expenses</u>
Proprietary Funds		
Auto Parking Fund	\$85,500	\$85,500
Water & Sewer Fund	4,324,000	4,275,000
Capital		3,938,000
Debt Service		580,000
Building Authority Operating Fund	154,500	131,000
Central Stores & Municipal Garage Fund	595,000	595,000
Capital		370,000
Debt Service		50,000
Information Technology Fund	180,400	180,200
Capital		110,000
Self-Insurance Fund	1,450,000	1,450,000
Employee Safety Fund	12,000	12,000
Pension Trust Fund		
Police & Fire Retirement System	1,036,500	1,036,500
Component Units		
Local Development Finance Authority Operating Fund	273,600	273,600
Local Development Finance Authority Utility Fund	19,500	15,300
Local Development Finance Authority Capital Projects Fund	140,000	140,000
Downtown Development Authority Operating Fund	29,500	29,500
Downtown Development Authority Capital Projects Fund	81,000	80,800
Brownfield Redevelopment Authority Operating Fund	56,500	56,500

Section 6, Millage Levies.

(a) The City will levy a tax of 13.9166 mills for the period of July 1, 2018 through June 30, 2019, on all real and personal taxable property in the City, according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City and is levied pursuant to Section 20.6, Article 20 of the City Charter. The maximum authorized levy according to the City Charter is 15.00 mills.

(b) The City further levies a tax of 2.60 mills for the period of July 1, 2018 through June 30, 2019, on all real and personal taxable property in the City, according to the valuation of the same. This tax is levied for the purpose of defraying the cost of supporting the retirement plan for personnel of the police and fire departments of the City pursuant to the provisions of Public Act 345 of 1937, as amended, as approved by a vote of the citizens of the City on November 8, 1977.

(c) The City further levies a tax of 1.9548 mills for the period of July 1, 2018 through June 30, 2019, on all real and personal taxable property in the City, according to the valuation of the same in a district known as the Downtown Development District. This tax is levied for the purpose of defraying the cost of the Downtown Development Authority.

Section 7, Adoption of Budget by Reference.

The general fund budget of the City is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 6 of this Act.

Section 8, Transfer Within Appropriation Centers.

The City Manager is hereby authorized to make budgetary transfers within the appropriation centers established throughout this budget. All transfers between appropriations may be made only by further resolution of the City Council pursuant to Section 10.5 of the City Charter and Section 19(2) of the provisions of the Michigan Uniform Accounting and Budget Act.

Section 9, Appropriations by Resolution.

The City Council may, by resolution, make additional appropriations during the 2019 Fiscal Year for unanticipated expenditures required of the City, but such expenditures shall not exceed the amount by which actual and anticipated revenues of the fiscal year are exceeding the revenues as estimated in the budget unless the appropriations are necessary to relieve an emergency endangering the public health, peace or safety.

Section 10, Effective Date.

This Ordinance shall take effect on July 1, 2018.

Approved this 21st day of May, 2018.

Sandra Wasson, Clerk

Carla J. Filkins, Mayor



200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date 2-27-18

City Received Date

RECEIVED

FEB 28 2018

MUST BE OFFICIALLY CITY DATE STAMP

BY

Farmer's Market Request Form

Name of Market Cadillac Area Farmers Mkt
Contact Person Jean Kohler
Items Being Sold Home grown vegetables & Fruit or home baked goods
Contact Phone [REDACTED]
Day of Market Every Tues & Fri First Market Date 6/19/18 Last Market Date 10/30/18
Start Time 8:00 AM PM End Time 4:30 AM PM

6/19/18

City of Cadillac Guidelines:

Please read the following guidelines and initial to acknowledge your understanding

- ☒ Only Michigan homemade and/or home-grown produce, food, beverages, crafts, clothing etc... will be allowed
- ☒ Markets are to be held in the parking on Lake Street between Cass & Chapin Streets
- ☒ The four parking spaces in the north corner of parking lot must remain open for Amvets & After 26 customers
- ☒ The market may not be available if a large festivals is needing that area (other locations may be available)
- ☒ The City does not provide any tents, tables, chairs, rugs, extension cords, cones, barricades etc...
- ☒ Stakes **may not** be hammered into the cement or grass (sand bags or other weights may be used)
- ☒ Temporary signs may be placed 2 hours before & taken down within 2 hours after the market has ended
- ☒ The temporary signs must meet the City of Cadillac Guideline for off premise signs

Locations for the signs may only be placed at the following:

- 1 Sidewalk at Mitchell & Cass Streets & Sidewalk at Mitchell & Chapin Streets
- 2 Tree Lawn at Lake & Cass Streets & Tree Lawn at Lake & Pine Streets
- ☒ The area must be cleaned up from all trash within an 1.5 hours after the market has ended
- ☒ Annual Market Permit of \$300.00 will be paid 10 days after council approval
- ☒ Proof of Liability Insurance will be provided 10 days after council approval

Form must be mailed or delivered to the above address or emailed to: javila@cadillac-mi.net (No Faxes accepted)

I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name Jean Kohler Signature Jean Kohler Date 2/27/18

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

For Office Use Only

Streets _____	Date Approved _____	Comments _____
Parks _____	Date Approved _____	Comments _____
Community Dev. _____	Date Approved _____	Comments _____
Fire _____	Date Approved _____	Comments _____
Police _____	Date Approved _____	Comments _____
City Manager _____	Date Approved _____	Comments _____
City Council _____	Date Approved _____	Comments _____

CADILLAC AREA FARMERS MKT LLC

Jean Kohler


RECEIVED

FEB 27 2018

February, 26, 2018

Dear Mayor Carla Filkins and City Council

The Cadillac Area Farmers Market LLC request approval for the use of the lakefront parking lot next to the DEQ building or under the new awning for the Cadillac Area Farmers Market site for the 2018 market season. We are also requesting a use permit for the above mentioned areas. We will also purchase a liability policy for the use of the parking lot or under the awning for the duration of the market season.

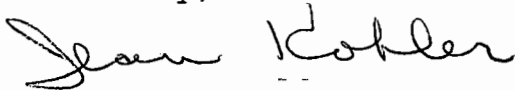
We are planning to open the market on July 1, 2018 and continue every Tuesday and Friday through October 30, 2018.

We would also like approval for four 2x4 ft signs. Two to be placed on Mitchell street and two at the market site. We will keep the north end of the parking lot open for customer parking.

We will pay \$300.00 fee for the market space before the market is due to open if that is satisfactory with you. Please let me know when our request will be on the agenda so I can plan on attending.

Thank you for your continued support.

Sincerely,



Jean Kohler
Market Master of the Farmers Market


Changed opening date to
6/19/2018

in

4/9/2018



200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date 12/22/17

City Received Date

Banner Request Form

Monday Banner Start Date 6/4/18

Monday Banner End Date 6/11/18

(Banners are installed and removed on Mondays unless it is a Holiday, then it will be the following day)
(Banners may only be requested for one week at a time per form)

Reason for Banner Back to Backs Promo

Organization DCA Contact Person Sam

Contact Phone _____ Contact Email _____

City of Cadillac & State of Michigan Guidelines:

- ☒ Banner requested date is a minimum of 2 months prior to display date requested.
- ☒ Banner picture or a design proof is **attached with this request form** or it will not be approved. Same as 2017.
- ☒ The City reserves the right to determine when the banner is hung during inclement weather.
- ☒ The City is not responsible for any damages to the banner.
- ☒ Banner requested is for a reasonable and public purpose.
- ☒ Banner does not display any legend or symbol which may be construed to advertise, promote the sale of, or publicize any merchandise or commodity, or be political in nature.
- ☒ The legend may contain the name of the sponsor paying for the banner if such is not an obvious advertising of and promotion of the sale of the sponsor's goods or services.
- ☒ The lettering of the sponsor's name or a logo does not exceed three inches if on a single line or two-inches if on more than one line.
- ☒ Banner does not contain an address or directions to location.
- ☒ Banner meets all the design specifications on the back of this form.
- ☒ The banner will be delivered to City Garage a minimum of **1 week before** banner is to be displayed.
- ☒ City Garage is located at 1001 6th Street and hours. Call Street Supervisor at (231)920 -7800 to schedule time.
- ☒ Banner will be picked up within **1 week after** being displayed; if it is not picked up, the banner will be disposed of.

Form must be mailed or delivered to the above address or emailed to: javila@cadillac-mi.net **(No Faxes accepted)**

I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name Joy D. VanDine Signature [Signature] Date 12/22/17

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

Streets _____	Date Approved _____	Comments _____
City Manager _____	Date Approved _____	Comments _____
State of Michigan _____	Date Approved _____	Comments _____
City Council _____	Date Approved _____	Comments _____

J

BY JAMES
STEEL, CHAIRMAN
OF THE
TV AND RAILROADS

BACK TO THE BRICKS CADILLAC
www.backtobrickscadillac.org

Sun. June
Car Show Downtown
Vendors, Trophies



200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date

12/22/17

City Received Date

RECEIVED

DEC 22 2017

Request Planning Guide

This form must be completed and return to the City 30 days before an event. Any requests that are longer than a single day will require more planning therefore forms and documents must be received 45 days before the event. Additionally a representative for the event must meet with City Event Team to verify all details for the event before going to City Council for approval. Failure to comply will result in a denial of your event. Please call (231) 775-0181 x 120 if you have questions.

Applicant Name (Print)

Back to the Bricks

Contact Person(s)

Jay VanDine / Scott Dunlop

Contact Email

Sponsoring Organization

Downtown Cadillac Association

Private

☒ Non-Profit Exemption

Purpose(s) & Benefit(s) to Community

two day car show, drawing 2000+ daily into the downtown commons and mitchell st. area.

Beginning Date:

6/9/18

Ending Date:

6/10/18

Reoccurring:

☒ YES

☐ NO

1st Day

6/9/18

Set-up

8:00 AM/PM

Start

9:00 AM/PM

End

4:00 AM/PM

Tear-down

6:00 AM/PM

2nd Day

6/10/18

Set-up

6:00 AM/PM

Start

7:30 AM/PM

End

5:00 AM/PM

Tear-down

5:00 AM/PM

3rd Day

Set-up

AM/PM

Start

AM/PM

End

AM/PM

Tear-down

AM/PM

4th Day

Set-up

AM/PM

Start

AM/PM

End

AM/PM

Tear-down

AM/PM

5th Day

Set-up

AM/PM

Start

AM/PM

End

AM/PM

Tear-down

AM/PM

YES ☒ NO ☐

Will you be requesting permission to close any streets or parking lots? (Form 1)

YES ☒ NO ☐

Will you be requesting permission to display any off site signage? (Form 2)

YES ☒ NO ☐

Will you be requesting permission to display a banner over Mitchell Street? (Form 3)

YES ☐ NO ☒

Will you be requesting permission to hold Farmer's Markets? (Form 4)

YES ☒ NO ☐

Will you be requesting permission to reserve the Rotary Pavilion? (Form 5)

YES ☒ NO ☐

Will you be requesting permission to use any City Parks? (Form 6)

YES ☐ NO ☒

Will you be requesting permission to have a parade? (Form 7) Lakes Cruise

YES ☐ NO ☒

Will you be requesting permission to hold any races? (Form 8)

YES ☐ NO ☒

Will you be requesting permission to serve alcoholic beverages? (Form 9)

YES ☐ NO ☒

Will your event include a craft show, trade show, fair, carnival, fireworks display, tent/membrane structure, or other large assembly functions? (Form 10) 20x20 only

If you answered YES to any of the above questions, additional form(s) must be completed for each one. All forms must be completely filled out and all information provided before requests will be brought to City Council for approval. No additional requests other than those requested on these forms will be approved.

Form must be mailed or delivered to the above address or emailed to: javila@cadillac-mi.net (No Faxes accepted)

I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name

Jay D. VanDine

Signature

[Signature]

Date

12/22/17



200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date 12/22/17

City Received Date

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request Back to the Bricks 2018
Contact Person Joy VanDine / Scott Dunlap
Contact [Redacted]

Date: <u>6/9/18</u>		Street Closures	
Street Name <u>Lake St.</u>	Beginning Location <u>Chapin</u>	Ending Location <u>Pine St.</u>	
	Beginning Time <u>7:00</u> AM/PM	Ending Time <u>5:00</u> AM/PM	
Street Name <u>Cass St.</u>	Beginning Location <u>Commons</u>	Ending Location <u>Lake</u>	
	Beginning Time <u>7:00</u> AM/PM	Ending Time <u>5:00</u> AM/PM	
Street Name <u>Yam's St.</u>	Beginning Location <u>Commons</u>	Ending Location <u>Lake</u>	
	Beginning Time <u>7:00</u> AM/PM	Ending Time <u>5:00</u> AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time ____:____ AM/PM	Ending Time ____:____ AM/PM	

Date <u>6/9/18</u>		Parking Lot Closures	
Lot Location <u>Amvets</u>	Street <u>Lake</u>	Nearest Cross Street <u>Chapin</u>	
	Beginning Time <u>7:00</u> AM/PM	Ending Time <u>5:00</u> AM/PM	
Lot Location <u>Commons/Plaza</u>	Street <u>Cass</u>	Nearest Cross Street <u>Yam's</u>	
	Beginning Time <u>7:00</u> AM/PM	Ending Time <u>5:00</u> AM/PM	
Lot Location _____	Street _____	Nearest Cross Street _____	
	Beginning Time ____:____ AM/PM	Ending Time ____:____ AM/PM	

Form must be mailed or delivered to the above address or emailed to: javila@cadillac-mi.net (No Faxes accepted)

I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name Joy D. VanDine Signature [Signature] Date 12/22/17

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

Streets _____	Date Approved _____	Comments _____
Parks _____	Date Approved _____	Comments _____
Fire _____	Date Approved _____	Comments _____
Police _____	Date Approved _____	Comments _____
City Manager _____	Date Approved _____	Comments _____
City Council _____	Date Approved _____	Comments _____



200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date

4/30/18

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request

Back to the Bricks 2018

Contact Person

Jay VanOrne / Scott Dunlap

Contact

[Redacted]

[Redacted]

Date: 6/1/18

Street Closures

Street Name Beginning Location Ending Location

Beginning Time Ending Time

Street Name Beginning Location Ending Location

Beginning Time Ending Time

Street Name Beginning Location Ending Location

Beginning Time Ending Time

Street Name Beginning Location Ending Location

Beginning Time Ending Time

Date 6/8/18

Parking Lot Closures

Lot Location Commons Plaza Street Cass Nearest Cross Street Harris

Beginning Time 8:00 AM/PM Ending Time

Lot Location Street Nearest Cross Street

Beginning Time Ending Time

Lot Location Street Nearest Cross Street

Beginning Time Ending Time

Form must be mailed or delivered to the above address or emailed to: javila@cadillac-mi.net (No Faxes accepted)

I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name

Jay VanOrne

Signature

[Signature]

Date

4/30/18

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

For Office Use Only

Streets

Date Approved

Comments

Parks

Date Approved

Comments

Fire

Date Approved

Comments

Police

Date Approved

Comments

City Manager

Date Approved

Comments

City Council

Date Approved

Comments



200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date 10/22/17

City Received Date

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request Back to the Bucks 2018
Contact Person Joy Vandine / Scott Dunlap
Contact Phone [REDACTED]

Date: <u>10/10/18</u>			
Street Closures			
Street Name <u>Mitchell</u>	Beginning Location <u>Cass</u>	Ending Location <u>Pine</u>	<u>Show</u>
	Beginning Time <u>6:00</u> AM/PM	Ending Time <u>6:00</u> AM/PM	
Street Name <u>Harris</u>	Beginning Location <u>Lake</u>	Ending Location <u>Post office</u>	<u>staging</u>
	Beginning Time <u>6:00</u> AM/PM	Ending Time <u>6:00</u> AM/PM	
Street Name <u>Pine</u> (As needed)	Beginning Location <u>Mitchell</u>	Ending Location <u>Lake St.</u>	
	Beginning Time <u>6:00</u> AM/PM	Ending Time <u>12:00</u> AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time ____: ____ AM/PM	Ending Time ____: ____ AM/PM	

Date <u>10/10/18</u>			
Parking Lot Closures			
Lot Location <u>Commons/Plaza</u>	Street <u>Cass</u>	Nearest Cross Street <u>Harris</u>	
	Beginning Time <u>6:00</u> AM/PM	Ending Time <u>6:00</u> AM/PM	
Lot Location _____	Street _____	Nearest Cross Street _____	
	Beginning Time ____: ____ AM/PM	Ending Time ____: ____ AM/PM	
Lot Location _____	Street _____	Nearest Cross Street _____	
	Beginning Time ____: ____ AM/PM	Ending Time ____: ____ AM/PM	

Form must be mailed or delivered to the above address or emailed to: javila@cadillac-mi.net (No Faxes accepted)

I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name Joy D. Vandine Signature [Signature] Date 10/22/17

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

Streets _____	Date Approved _____	Comments _____
Parks _____	Date Approved _____	Comments _____
Fire _____	Date Approved _____	Comments _____
Police _____	Date Approved _____	Comments _____
City Manager _____	Date Approved _____	Comments _____
City Council _____	Date Approved _____	Comments _____



200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date 10/22/17

City Received Date

Cadillac Rotary Performing Arts Pavilion Reservation Request Form

Please Submit 30-days Prior to Event Date

Event Back to the Bricks

Organization Downtown Cadillac Assoc.

Contact Number

Date of Event: 6/9/18 Set-up Time: 9:00 AM/PM Starting Time: 9:30 AM/PM Ending Time: 4:30 AM/PM
6/10/18 won't need, but Do not want another event going on during
or over all event.

Special Requests: Please Circle

☒ Electricity

☐ Water

☒ Wind Screens

☒ Sound System

☐ Movie Screen/Projector System

Usage Rules

1. Profanity and offensive language is strictly prohibited.
2. Noise must be limited to levels that do not disturb the peace, and must be lowered at the City's request.
3. No decorations, props, or appurtenances shall be used or placed in a manner that will cause damage to the Pavilion, grounds (including trees), or surrounding areas. The use of nails, tacks, staples, etc. is strictly prohibited, along with the use of stakes in the ground.
4. Movies/programs shown at the Pavilion are at the discretion of the City, and proper licensing to show copyrighted material is required. One potential resource is www.swank.com. MPAA ratings of G and PG are appropriate.
5. Any signage or decorations must be removed immediately following any event.
6. No vehicles are permitted on sidewalks or grass. However, the sidewalk immediately south of the pavilion can be utilized for temporary parking for the purpose of drop-off and/or pick-up of equipment only. Parking is prohibited on Lake Street, even if it has been closed for the event.
7. The sale of food and non-alcoholic beverages may require an additional license. (Code of Ordinances-Chapter 28)
8. The consumption or sale of alcoholic beverages requires approval of City Council. (Code of Ordinances-Chapter 26)
9. Fees - A \$35 non-refundable deposit is required to reserve the date and time of the event, and Rental Fees of \$30 per hour are due 30-days prior to the event date.

I understand and agree to comply with these rules, and acknowledge that the City reserves the right to change or cancel any event or program that is not in compliance with them.

Signature

Form must be mailed or delivered to Cadillac City Hall, Attention Public Works Department-Events at
200 N. Lake Street in Cadillac, MI 49601 (Faxes will not be accepted)

Print Name Jay D. Vandine Total Fees Required: 0 Total Fees Paid: 8 Date 12/22/17

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

Parks _____
Streets _____
Community Dev. _____
City Police _____
City Fire _____

Comments _____
Comments _____
Comments _____
Comments _____
Comments _____

Date Approved _____
Date Approved _____
Date Approved _____
Date Approved _____
Date Approved _____



200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date

12/22/17

City Received Date

City Park (Fountain) Request Form

Reason for Request

Back to the Bricks

Organization

DCA

Contact Person

Joy / Scott

Contact Phone

City of Cadillac Guidelines:

Please read the following and initial to acknowledge your understanding

- ☒ The Park is for public use
- ☒ The City does not provide any tents, tables, chairs, rugs, extension cords etc
- ☒ The fountain may not be operating due to equipment break downs or weather conditions such as wind
- ☒ I understand and agree to these requirements and understand if these are not met the request will be denied.

Special Requests:

Electricity — all outlets needed
Picnic Tables — as many brought in as we can from other park areas
Use of private tent — yes, 20x20 will be used.
Use of private chairs — yes, under tent.

Form must be mailed or brought to: (Email or Fax will not be accepted)

Cadillac City Hall
Attn: Public Works Department-Events
200 N. Lake Street
Cadillac, MI 49601

Print Name

Jay D Vandine

Signature

Date

12/22/17

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

Public Works _____
City Clerk _____
City Manager _____
City Council _____

Comments _____
Comments _____
Comments _____
Comments _____

Date Approved _____
Date Approved _____
Date Approved _____
Date Approved _____



Fire Department

200 North Lake Street
Cadillac, Michigan, 49601
Phone 231-755-3114 or
Fax 231-755-1408

SPECIAL EVENT PLAN REVIEW / PERMIT APPLICATION

This permit application is for special events including exhibitions, craft shows, trade shows, fairs, carnivals, fireworks displays, tents/membrane structures, and other large assembly functions.

Submit with application the permit fee of \$75.00 by check payable to the City of Cadillac.

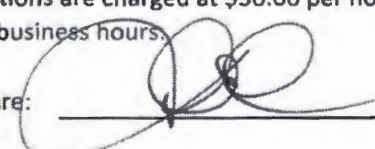
The following information must accompany this application:

1. Scaled site plan showing vehicle parking, traffic patterns, emergency vehicle access, and fire lanes.
2. Scaled floor plan showing floor plan layout, exit locations, egress aisles and widths, interior finishes flame spread / smoke development ratings, and fire extinguisher locations.

DATE: 12/22/17	(INTERNAL USE) PERMIT #:
APPLICANT/CONTACT PERSON: Downtown Cadillac Association / Joy Vandine	
ADDRESS: 201 N. Mitchell St, Suite 102	
CITY: Cadillac	STATE: MI ZIP: 49601
PHONE NUMBERS: BUSINESS: 231-775-0057	
EMAIL: joyvandria@gmail.com	
TYPE OF EVENT: Back to the Bricks	
EVENT DATE(S): 6/9-10/2018	HOURS OF OPERATION: 8-6, 6-5
TEMPORARY TENTS/STRUCTURES:	YES ☒ NO ☐ 20x20
BUSINESS/ORGANIZATION OR BUILDING NAME: DCA	
SITE ADDRESS: City Park, 100 Lake St. (Same location as 2017)	
CITY: Cadillac	STATE: MI ZIP: 49601

One (1) plan review and one (1) inspection are included. Inspection shall be during business hours. For inspections during non-business hours, inspections are charged at \$100.00 per hour with a minimum two (2) hour charge.

Additional inspections are charged at \$50.00 per hour during business hours and \$100.00 per hour during non-business hours.

Applicant Signature: 

Payment Code: FIRE PERMIT FEE

Back to the Bricks 2018

June 8th

Parking Lot closure

Closing entire Commons Plaza Parking Lot @8:00 am to set up

June 9th

Street Closures

Lake St between Chapin & Pine 7:00 am—5:00 pm

Cass St between Commons & Lake 7:00 am—5:00 pm

Harris St between Commons & Lake 7:00 am—5:00pm

Parking Lot Closure

Amvets Lot 7:00 am—5:00 pm

Commons Plaza Parking Lot 7:00—5:00 pm

June 10th

Street Closures

Mitchell between Cass & Pine 6:00 am—6:00 pm

Harris between Lake & Post office 6:00 am—6:00 pm

Pine between Mitchell & Lake 6:00 am—6:00 pm

Parking Lot Closure

Commons Plaza entire lot 6:00 am—6:00 pm



200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date

4/18/18

City Received Date

APR 10 2018

Banner Request Form

Monday Banner Start Date 9/10/18

Monday Banner End Date 9/24/18

(Banners are installed and removed on Mondays unless it is a Holiday, then it will be the following day)
(Banners may only be requested for one week at a time per form)

Reason for Banner Cadillac Craft Beer Festival
Organization Downtown Cadillac Assoc Contact Person John D. VanDine
Contact Phone [REDACTED] Contact Email [REDACTED]

City of Cadillac & State of Michigan Guidelines:

- ☒ Banner requested date is a minimum of 2 months prior to display date requested.
- ☒ Banner picture or a design proof is **attached with this request form** or it will not be approved.
- ☒ The City reserves the right to determine when the banner is hung during inclement weather.
- ☒ The City is not responsible for any damages to the banner.
- ☒ Banner requested is for a reasonable and public purpose.
- ☒ Banner does not display any legend or symbol which may be construed to advertise, promote the sale of, or publicize any merchandise or commodity, or be political in nature.
- ☒ The legend may contain the name of the sponsor paying for the banner if such is not an obvious advertising of and promotion of the sale of the sponsor's goods or services.
- ☒ The lettering of the sponsor's name or a logo does not exceed three inches if on a single line or two-inches if on more than one line.
- ☒ Banner does not contain an address or directions to location.
- ☒ Banner meets all the design specifications on the back of this form.
- ☒ The banner will be delivered to City Garage a minimum of **1 week before** banner is to be displayed.
- ☒ City Garage is located at 1001 6th Street and hours. Call Street Supervisor at (231) 920-7800 to schedule time.
- ☒ Banner will be picked up within **1 week after** being displayed; if it is not picked up, the banner will be disposed of.

Form must be mailed or delivered to the above address or emailed to: javila@cadillac-mi.net (No Faxes accepted)

I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name John D. VanDine Signature [Signature] Date 4/8/18

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

Streets _____	Date Approved _____	Comments _____
City Manager _____	Date Approved _____	Comments _____
State of Michigan _____	Date Approved _____	Comments _____
City Council _____	Date Approved _____	Comments _____



Craft Beer, Meade, Cider, Wine • Classic Car Show • Live Music • Local Food & Fun

Cadillac's Craft Beer Festival

www.ccbeerfest.com • facebook.com/ccbeerfest





200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date

4/10/18

City Received Date



BY:

Request Planning Guide

This form must be completed and return to the City 30 days before an event. Any requests that are longer than a single day will require more planning therefore forms and documents must be received 45 days before the event. Additionally a representative for the event must meet with City Event Team to verify all details for the event before going to City Council for approval. Failure to comply will result in a denial of your event. Please call (231) 775-0181 x 120 if you have questions.

Applicant Name (Print) Cadillac Craft Beerfest Contact Person(s) Jay Vandine
Contact Phone(s) [REDACTED] Contact Email [REDACTED]
Sponsoring Organization Downtown Cadillac Assoc. Private ☐ Non-Profit Exemption ☒

Purpose(s) & Benefit(s) to Community Economic development + raising money for downtown lights/decor, Halloween, etc.

Beginning Date: 9/20/18 Ending Date: 9/23/18 Reoccurring: ☒ YES ☐ NO

Tent
Setup
event
tear down

Day	Set-up	Start	End	Tear-down
1st Day <u>Thurs 9/20</u>	<u>4:00 AM/PM</u>	<u>AM/PM</u>	<u>9:00 AM/PM</u>	<u>AM/PM</u>
2nd Day <u>Fri 9/21</u>	<u>11:00 AM/PM</u>	<u>AM/PM</u>	<u>9:00 AM/PM</u>	<u>AM/PM</u>
3rd Day <u>Sat 9/22</u>	<u>8:00 AM/PM</u>	<u>2:00 AM/PM</u>	<u>9:00 AM/PM</u>	<u>11:00 AM/PM</u>
4th Day <u>Sun 9/23</u>	<u>10:00 AM/PM</u>	<u>AM/PM</u>	<u>AM/PM</u>	<u>4:00 AM/PM</u>
5th Day	<u>AM/PM</u>	<u>AM/PM</u>	<u>AM/PM</u>	<u>AM/PM</u>

- YES ☒ NO ☐ Will you be requesting permission to close any streets or parking lots? (Form 1)
YES ☐ NO ☒ Will you be requesting permission to display any off site signage? (Form 2)
YES ☒ NO ☐ Will you be requesting permission to display a banner over Mitchell Street? (Form 3)
YES ☐ NO ☒ Will you be requesting permission to hold Farmer's Markets? (Form 4)
YES ☒ NO ☐ Will you be requesting permission to reserve the Rotary Pavilion? (Form 5)
YES ☒ NO ☐ Will you be requesting permission to use any City Parks? (Form 6)
YES ☐ NO ☒ Will you be requesting permission to have a parade? (Form 7)
YES ☐ NO ☒ Will you be requesting permission to hold any races? (Form 8)
YES ☒ NO ☐ Will you be requesting permission to serve alcoholic beverages? (Form 9)
YES ☒ NO ☐ Will your event include a craft show, trade show, fair, carnival, fireworks display, tent/membrane structure, or other large assembly functions? (Form 10)

If you answered YES to any of the above questions, additional form(s) must be completed for each one. All forms must be completely filled out and all information provided before requests will be brought to City Council for approval. No additional requests other than those requested on these forms will be approved.

Form must be mailed or delivered to the above address or emailed to: javila@cadillac-mi.net (No Faxes accepted)
I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name

Jay D. Vandine

Signature

Date

4/18/18



200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date _____

City Received Date _____

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request Cadillac Craft Beer Festival

Contact Person Jay VanDine

Contact Phone [REDACTED] Contact Email [REDACTED]

Date: <u> </u> / <u> </u> / <u> </u>		Street Closures	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time _____ AM/PM	Ending Time _____ AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time _____ AM/PM	Ending Time _____ AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time _____ AM/PM	Ending Time _____ AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time _____ AM/PM	Ending Time _____ AM/PM	

Date <u>9/22/18</u>		Parking Lot Closures	
Lot Location <u>parallel to park no. 15 side</u>	Street <u>Harris</u>	Nearest Cross Street <u>Lake St.</u>	
	Beginning Time _____ AM/PM	Ending Time _____ AM/PM	
Lot Location <u>parallel to park common</u>	Street <u>for tent & wheelchair parking</u>	Nearest Cross Street _____	
	Beginning Time _____ AM/PM	Ending Time _____ AM/PM	
Lot Location _____	Street _____	Nearest Cross Street _____	
	Beginning Time _____ AM/PM	Ending Time _____ AM/PM	

Form must be mailed or delivered to the above address or emailed to: javila@cadillac-mi.net (No Faxes accepted)

I understand and agree to these requirements & understand if these are not met the request will be denied.

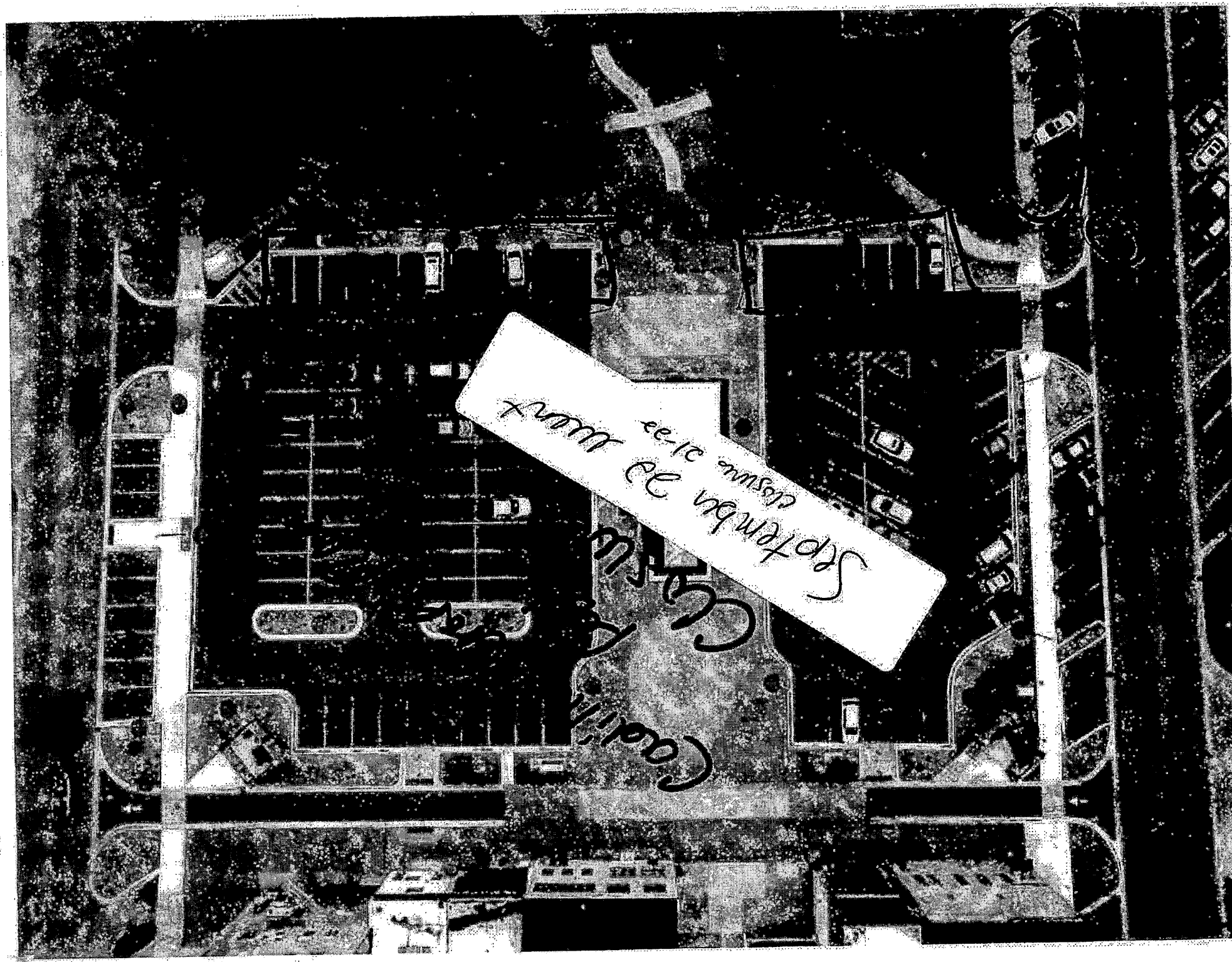
Print Name Jay D. VanDine Signature [Signature] Date 4/8/18

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

Streets _____	Date Approved _____	Comments _____
Parks _____	Date Approved _____	Comments _____
Fire _____	Date Approved _____	Comments _____
Police _____	Date Approved _____	Comments _____
City Manager _____	Date Approved _____	Comments _____
City Council _____	Date Approved _____	Comments _____

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Cadillac
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200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date _____

City Received Date _____

Cadillac Rotary Performing Arts Pavilion Reservation Request Form

Please Submit 30-days Prior to Event Date

Event: Cadillac Craft Beer Fest

Organization: DCA Contact Number: _____

Date of Event: 9/22/18 Set-up Time: _____ AM/PM Starting Time: _____ AM/PM Ending Time: _____ AM/PM

All day

no wax, don't want event parking conflicts.

Special Requests, Please Circle

Electricity

Water

Wind Screens

Sound System

Movie Screen/Projector System

Usage Rules

1. Profanity and offensive language is strictly prohibited.
2. Noise must be limited to levels that do not disturb the peace, and must be lowered at the City's request.
3. No decorations, props, or appurtenances shall be used or placed in a manner that will cause damage to the Pavilion, grounds (including trees), or surrounding areas. The use of nails, tacks, staples, etc. is strictly prohibited, along with the use of stakes in the ground.
4. Movies/programs shown at the Pavilion are at the discretion of the City, and proper licensing to show copyrighted material is required. One potential resource is www.swank.com. MPAA ratings of G and PG are appropriate.
5. Any signage or decorations must be removed immediately following any event.
6. No vehicles are permitted on sidewalks or grass. However, the sidewalk immediately south of the pavilion can be utilized for temporary parking for the purpose of drop-off and/or pick-up of equipment only. Parking is prohibited on Lake Street, even if it has been closed for the event.
7. The sale of food and non-alcoholic beverages may require an additional license. (Code of Ordinances-Chapter 28)
8. The consumption or sale of alcoholic beverages requires approval of City Council. (Code of Ordinances-Chapter 26)
9. Fees - A \$35 non-refundable deposit is required to reserve the date and time of the event, and Rental Fees of \$30 per hour are due 30-days prior to the event date.

I understand and agree to comply with these rules, and acknowledge that the City reserves the right to change or cancel any event or program that is not in compliance with them.

Signature _____

Form must be mailed or delivered to Cadillac City Hall, Attention Public Works Department-Events at
200 N. Lake Street in Cadillac, MI 49601 (Faxes will not be accepted)

Print Name: Jay D. Vandave Total Fees Required: \$ Total Fees Paid: \$ Date: ///

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

Parks _____
Streets _____
Community Dev. _____
City Police _____
City Fire _____

Comments _____
Comments _____
Comments _____
Comments _____
Comments _____

Date Approved _____
Date Approved _____
Date Approved _____
Date Approved _____
Date Approved _____



200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date _____

City Received Date _____

City Park (Fountain) Request Form

Reason for Request Cadillac's Craft Beer Festival
Organization Downtown Cadillac Assoc. Contact Person Joy D. Vandine
Contact Phone [REDACTED] Contact Email [REDACTED]

City of Cadillac Guidelines:

Please read the following and initial to acknowledge your understanding

- ☒ The Park is for public use
- ☒ The City does not provide any tents, tables, chairs, rugs, extension cords etc.
- ☒ The fountain may not be operating due to equipment break downs or weather conditions such as wind
- ☒ I understand and agree to these requirements and understand if these are not met the request will be denied.

Special Requests:

Electricity — All Available pls.
Picnic Tables — all available pls.
Use of private tent — yes, 2 - 30x60, 1 - 20x40 as previous
Use of private chairs — yes

Form must be mailed or brought to: **(Email or Fax will not be accepted)**

Cadillac City Hall
Attn: Public Works Department-Events
200 N. Lake Street
Cadillac, MI 49601

Print Name Joy D. Vandine Signature [Signature] Date 4/8/18

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

Public Works _____	Comments _____	Date Approved _____
City Clerk _____	Comments _____	Date Approved _____
City Manager _____	Comments _____	Date Approved _____
City Council _____	Comments _____	Date Approved _____



200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date _____

City Received Date _____

Alcoholic Beverage Request Form

Event Name Cadillac's Craft Beer Festival
Requesting Organization Downtown Cadillac Association

Contact Person(s) Jim D. VanDine javandine@cadillacmi.chron.com
Contact Phone [REDACTED] Contact Email [REDACTED]
Date of Event 9/23/17 Approx. number of participating groups 1,500
Starting Time 2pm Ending Time 10 pm

City of Cadillac & State of Michigan Guidelines:

- Double fence
- Inspection of site

Same as in past, no layout changes.

Form must be mailed or delivered to the above address or emailed to: javilla@cadillac-mi.net (No Faxes accepted)

I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name Jim VanDine Signature [Signature] Date 4/8/18

Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

Streets _____	Date Approved _____	Comments _____
Parks _____	Date Approved _____	Comments _____
Fire _____	Date Approved _____	Comments _____
Police _____	Date Approved _____	Comments _____
City Manager _____	Date Approved _____	Comments _____
State of MI _____	Date Approved _____	Comments _____
City Council _____	Date Approved _____	Comments _____

CITY OF CADILLAC MICHIGAN

200 North Lake Street
Cadillac, Michigan 49601
Phone 231-775-3114 or
Fax 231-775-1408

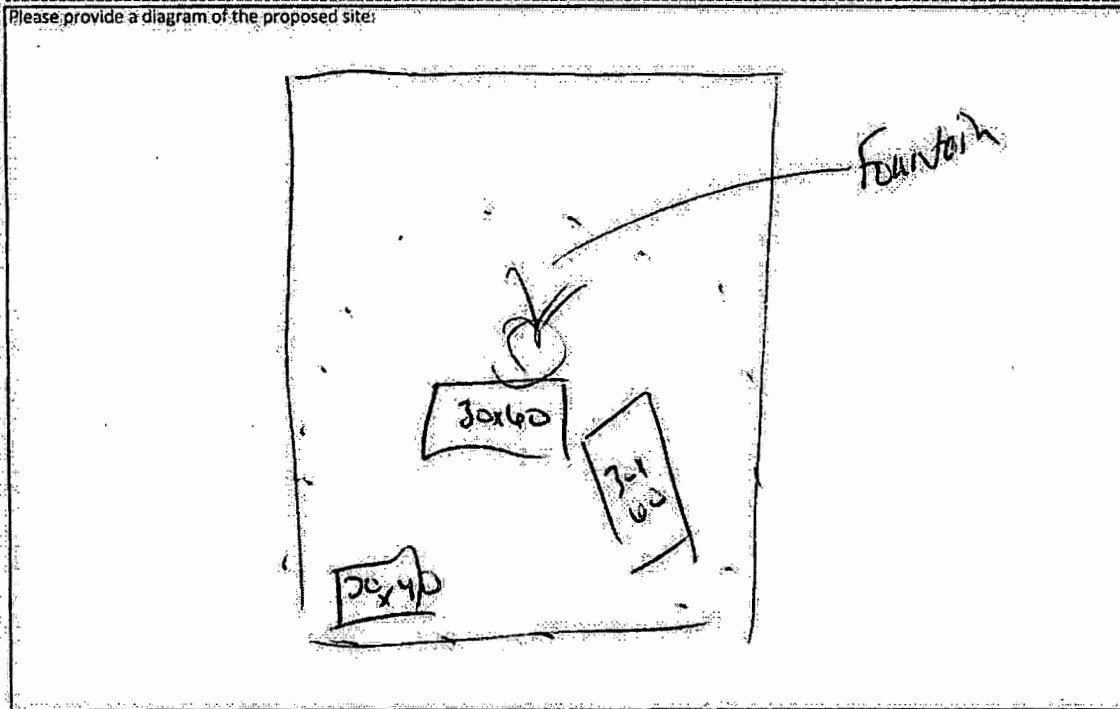
Fire Department

TENT / MEMBRANE STRUCTURE USE PERMIT APPLICATION

Applicant Name: Downtown Cadillac Assoc Phone: [REDACTED]
 Date of Application: 4/8/18
 Date of Event: 9/22/18
 Date of Setup: 9/21/18
 Date of Teardown: 9/23/18
 Setup Company: AC Tent Rental Phone: [REDACTED]

Tent 1 Dimensions:	<u>30'</u> Wide x <u>60'</u> High	Length	Area: <u> </u>
Tent 2 Dimensions:	<u>30'</u> Wide x <u>60'</u> High	Length	Area: <u> </u>
Tent 3 Dimensions:	<u>20'</u> Wide x <u>40'</u> High	Length	Area: <u> </u>
Tent 4 Dimensions:	Wide	High	Area: <u> </u>

Please provide a diagram of the proposed site:



FOR OFFICE USE ONLY

Occupant Load

Tent 1:	_____
Tent 2:	_____
Tent 3:	_____
Tent 4:	_____

Exits Required

Tent 1:	_____
Tent 2:	_____
Tent 3:	_____
Tent 4:	_____

Approved

Contingencies

Date: _____

By: _____

Yes

No

☐	☐
☐	☐

May 21, 2018

COUNCIL COMMUNICATION

Re: Reappointment of Dave Gregg to a Three-Year Term on the Planning Commission

Dave Gregg was originally appointed to the Cadillac Planning Commission in 2006. He has expressed his interest in continuing his service to the Commission for another three-year term.

Recommended Action

Motion to reappoint Dave Gregg to a three-year term on the Planning Commission, which will expire on 5/01/2021.

May 21, 2018

Council Communication

Re: FY2019 Plow Truck Purchase

The FY2019 budget contains an appropriation for a single axle plow truck. On February 22, 2018 the City of Cadillac held a bid opening for a dual axle plow truck. The following bids were received:

Vendor	Year/Model	Bid
GT Diesel Service Traverse City, Michigan	2019 Western Star 4700SB	\$114,500
Freightliner Wyoming, Michigan	2019 Freightliner 114SD	\$115,766
JX Peterbilt Wyoming, Michigan	2019 Peterbilt 367	\$126,559

The City Council awarded the purchase of 2019 Western Star 4700SB to GT Diesel Service, the low bidder, in March 2018. The City contacted GT Diesel Service to determine if they would honor the bid for a second truck. The only difference in the current purchase would be that the new purchase would have a single rear axle instead of a double. This reduces the purchase price to \$109,000. All other specifications on the trucks are identical.

Because of the waiting period for these trucks to be built after they are ordered which can be up to several months, awarding this purchase now should enable the City to place both of these trucks into service in time for snow maintenance activities in the upcoming winter. In addition, purchasing another Western Star would bring three of the City's five frontline plow trucks to the same manufacturer.

Recommended Action

It is recommended that the purchase of one plow truck be awarded to GT Diesel Service for \$109,000. Funds are available in the Stores and Garage Fund.

May 21, 2018

Council Communication

Re: Contract with Michigan Department of Transportation – Leeson Avenue Construction

The City of Cadillac received a grant from Federal Highway Administration for the reconstruction of a portion of Leeson Avenue from Chestnut Street to West Division Street. The administration of projects in conjunction with this program falls to the Michigan Department of Transportation (MDOT). The City is responsible for engineering-related services for the project, as well as the costs that fall outside of the grant. This primarily includes excess street improvement costs and utility infrastructure costs.

Total grant funds for the project will be \$176,250. After releasing the project for bids, MDOT recently awarded the contract to Malley Construction, Inc. from Mt. Pleasant, MI in the amount of \$590,109.54 which was about 6.25% below original engineering estimates for the project. Of these costs, approximately \$120,000 is for utility costs and the remaining \$470,000 is for the street component. The City will be responsible for approximately \$296,750 (street component costs less Federal funds of \$176,250) which will be paid for from the final remaining funds of the 2016 General Obligation Capital Improvement Bonds.

Recommended Action

It is requested that the City Council approve the agreement with Michigan Department of Transportation for roadway work along Leeson Avenue from Chestnut Street to West Division Street.

Letting of May 04, 2018**Letting Call:** 1805 016**Project:** STUL 83000-132255**Local Agreement:** 18-5150**Start Date:** June 15, 2018**Low Bid:** \$590,109.54**Engineer Estimate:** \$629,477.50**Pct Over/Under Estimate:** -6.25 %**Completion Date:** August 17, 2018**Description:**

0.27 mi of hot mix asphalt reconstruction, concrete curb and gutter, sidewalk and ramps, pavement removal, earth excavation, aggregate base, storm sewer, drainage and watermain on Leeson Avenue from Chestnut Street to West Division Street in the city of Cadillac, Wexford County. This is a Local Agency Project.

No DBE participation required

Bidder	As-Submitted
Malley Construction, Inc.	\$590,109.54
J & N Construction, LLC	\$637,894.26
CJ's Excavating Septic Service Inc.	\$699,979.52

Total Number of Bidders: 3

STP

DA

Control Section	STUL 83000
Job Number	132255A
Project	1800(534)
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	18-5150

PART I

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made and entered into this date of _____, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF CADILLAC, a Michigan municipal corporation, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in the City of Cadillac, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated March 26, 2018, attached hereto and made a part hereof:

PART A - FEDERAL PARTICIPATION

Roadway reconstruction work along Leeson Avenue from Chestnut Street to West Division Street; including pavement removal, earth excavation, aggregate base, storm sewer, drainage improvement, hot mix asphalt surfacing, concrete curb and gutter, and concrete sidewalk and ramp work; and all together with necessary related work.

PART B - NO FEDERAL PARTICIPATION

Water main installation work within the limits as described in PART A; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The parties hereto shall undertake and complete the PROJECT in accordance with the terms of this contract.

2. The term "PROJECT COST", as herein used, is hereby defined as the cost of the physical construction necessary for the completion of the PROJECT, including any other costs incurred by the DEPARTMENT as a result of this contract, except for construction engineering and inspection.

No charges will be made by the DEPARTMENT to the PROJECT for any inspection work or construction engineering

The costs incurred by the REQUESTING PARTY for preliminary engineering, construction engineering, construction materials testing, inspection, and right-of-way are excluded from the PROJECT COST as defined by this contract.

3. The DEPARTMENT is authorized by the REQUESTING PARTY to administer on behalf of the REQUESTING PARTY all phases of the PROJECT including advertising and awarding the construction contract for the PROJECT or portions of the PROJECT. Such administration shall be in accordance with PART II, Section II of this contract.

Any items of the PROJECT COST incurred by the DEPARTMENT may be charged to the PROJECT.

4. The REQUESTING PARTY, at no cost to the PROJECT or to the DEPARTMENT, shall:

A. Design or cause to be designed the plans for the PROJECT.

B. Appoint a project engineer who shall be in responsible charge of the PROJECT and ensure that the plans and specifications are followed.

- C. Perform or cause to be performed the construction engineering, construction materials testing, and inspection services necessary for the completion of the PROJECT.

The REQUESTING PARTY will furnish the DEPARTMENT proposed timing sequences for trunkline signals that, if any, are being made part of the improvement. No timing adjustments shall be made by the REQUESTING PARTY at any trunkline intersection, without prior issuances by the DEPARTMENT of Standard Traffic Signal Timing Permits.

5. The PROJECT COST shall be met in accordance with the following:

PART A

Federal Surface Transportation Funds shall be applied to the eligible items of the PART A portion of the PROJECT COST up to the lesser of: (1) \$176,250 or (2) an amount such that 81.85 percent, the normal Federal participation ratio for such funds, for the PART A portion of the PROJECT is not exceeded at the time of the award of the construction contract. The balance of the PART A portion of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

PART B

The PART B portion of the PROJECT COST is not eligible for Federal participation and shall be charged to and paid 100 percent by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds will be the sole responsibility of the REQUESTING PARTY.

6. No working capital deposit will be required for this PROJECT.

In order to fulfill the obligations assumed by the REQUESTING PARTY under the provisions of this contract, the REQUESTING PARTY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the REQUESTING PARTY will be based upon the REQUESTING PARTY'S share of the actual costs incurred less Federal Funds earned as the PROJECT progresses.

7. Upon completion of construction of the PROJECT, the REQUESTING PARTY will promptly cause to be enacted and enforced such ordinances or regulations as may be necessary to prohibit parking in the roadway right-of-way throughout the limits of the PROJECT.

8. The performance of the entire PROJECT under this contract, whether Federally funded or not, will be subject to the provisions and requirements of PART II that are applicable to a Federally funded project.

In the event of any discrepancies between PART I and PART II of this contract, the provisions of PART I shall prevail

Buy America Requirements (23 CFR 635.410) shall apply to the PROJECT and will be adhere to, as applicable, by the parties hereto.

9. The REQUESTING PARTY certifies that a) it is a person under the Natural Resources and Environmental Protection Act, MCL 324.20101 et seq., as amended, (NREPA) and is not aware of and has no reason to believe that the property is a facility as defined in the NREPA; b) the REQUESTING PARTY further certifies that it has completed the tasks required by MCL 324.20126 (3)(h); c) it conducted a visual inspection of property within the existing right of way on which construction is to be performed to determine if any hazardous substances were present; and at sites on which historically were located businesses that involved hazardous substances, it performed a reasonable investigation to determine whether hazardous substances exist. This reasonable investigation should include, at a minimum, contact with local, state and federal environmental agencies to determine if the site has been identified as, or potentially as, a site containing hazardous substances; d) it did not cause or contribute to the release or threat of release of any hazardous substance found within the PROJECT limits.

The REQUESTING PARTY also certifies that, in addition to reporting the presence of any hazardous substances to the Department of Environmental Quality, it has advised the DEPARTMENT of the presence of any and all hazardous substances which the REQUESTING PARTY found within the PROJECT limits, as a result of performing the investigation and visual inspection required herein. The REQUESTING PARTY also certifies that it has been unable to identify any entity who may be liable for the cost of remediation. As a result, the REQUESTING PARTY has included all estimated costs of remediation of such hazardous substances in its estimated cost of construction of the PROJECT.

10. If, subsequent to execution of this contract, previously unknown hazardous substances are discovered within the PROJECT limits, which require environmental remediation pursuant to either state or federal law, the REQUESTING PARTY, in addition to reporting that fact to the Department of Environmental Quality, shall immediately notify the DEPARTMENT, both orally and in writing of such discovery. The DEPARTMENT shall consult with the REQUESTING PARTY to determine if it is willing to pay for the cost of remediation and, with the FHWA, to determine the eligibility, for reimbursement, of the remediation costs. The REQUESTING PARTY shall be charged for and shall pay all costs associated with such remediation, including all delay costs of the contractor for the PROJECT, in the event that remediation and delay costs are not deemed eligible by the FHWA.

If the REQUESTING PARTY refuses to participate in the cost of remediation, the DEPARTMENT shall terminate the PROJECT. The parties agree that any costs or damages that the DEPARTMENT incurs as a result of such termination shall be considered a PROJECT COST.

11. If federal and/or state funds administered by the DEPARTMENT are used to pay the cost of remediating any hazardous substances discovered after the execution of this contract and if there is a reasonable likelihood of recovery, the REQUESTING PARTY, in cooperation with the Department of Environmental Quality and the DEPARTMENT, shall make a diligent effort to recover such costs from all other possible entities. If recovery is made, the DEPARTMENT shall be reimbursed from such recovery for the proportionate share of the amount paid by the FHWA and/or the DEPARTMENT and the DEPARTMENT shall credit such sums to the appropriate funding source.

12. The DEPARTMENT'S sole reason for entering into this contract is to enable the REQUESTING PARTY to obtain and use funds provided by the Federal Highway Administration pursuant to Title 23 of the United States Code.

Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of work by the DEPARTMENT or its agents pursuant to the terms of this contract are done to assist the REQUESTING PARTY in meeting program guidelines in order to qualify for available funds. Such approvals, reviews, inspections and recommendations by the DEPARTMENT or its agents shall not relieve the REQUESTING PARTY and the local agencies, as applicable, of their ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT or its agents is assuming any liability, control or jurisdiction.

The providing of recommendations or advice by the DEPARTMENT or its agents does not relieve the REQUESTING PARTY and the local agencies, as applicable of their exclusive jurisdiction of the highway and responsibility under MCL 691.1402 et seq., as amended.

When providing approvals, reviews and recommendations under this contract, the DEPARTMENT or its agents is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT.

13. The DEPARTMENT, by executing this contract, and rendering services pursuant to this contract, has not and does not assume jurisdiction of the highway, described as the PROJECT for purposes of MCL 691.1402 et seq., as amended. Exclusive jurisdiction of such highway for the purposes of MCL 691.1402 et seq., as amended, rests with the REQUESTING PARTY and other local agencies having respective jurisdiction.

14. The REQUESTING PARTY shall approve all of the plans and specifications to be used on the PROJECT and shall be deemed to have approved all changes to the plans and specifications when put into effect. It is agreed that ultimate responsibility and control over the PROJECT rests with the REQUESTING PARTY and local agencies, as applicable.

15. The REQUESTING PARTY agrees that the costs reported to the DEPARTMENT for this contract will represent only those items that are properly chargeable in accordance with this contract. The REQUESTING PARTY also certifies that it has read the contract terms and has made itself aware of the applicable laws, regulations, and terms of this contract that apply to the reporting of costs incurred under the terms of this contract.

16. Each party to this contract will remain responsible for any and all claims arising out of its own acts and/or omissions during the performance of the contract, as provided by this contract or by law. In addition, this is not intended to increase or decrease either party's liability for or immunity from tort claims. This contract is also not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or by law, for claims arising out of the performance of this contract.

17. The parties shall promptly provide comprehensive assistance and cooperation in defending and resolving any claims brought against the DEPARTMENT by the contractor, vendors or suppliers as a result of the DEPARTMENT'S award of the construction contract for the PROJECT. Costs incurred by the DEPARTMENT in defending or resolving such claims shall be considered PROJECT COSTS.

18. The DEPARTMENT shall require the contractor who is awarded the contract for the construction of the PROJECT to provide insurance in the amounts specified and in accordance with the DEPARTMENT'S current Standard Specifications for Construction and to:

- A. Maintain bodily injury and property damage insurance for the duration of the PROJECT.
- B. Provide owner's protective liability insurance naming as insureds the State of Michigan, the Michigan State Transportation Commission, the DEPARTMENT and its officials, agents and employees, the REQUESTING PARTY and any other county, county road commission, or municipality in whose jurisdiction the PROJECT is located, and their employees, for the duration of the PROJECT and to provide, upon request, copies of certificates of insurance to the insureds. It is understood that the DEPARTMENT does not assume jurisdiction of the highway described as the PROJECT as a result of being named as an insured on the owner's protective liability insurance policy.

- C. Comply with the requirements of notice of cancellation and reduction of insurance set forth in the current standard specifications for construction and to provide, upon request, copies of notices and reports prepared to those insured.

19. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the parties hereto and upon the adoption of the necessary resolutions approving said contract and authorizing the signatures thereto of the respective officials of the REQUESTING PARTY, a certified copy of which resolution shall be attached to this contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed the day and year first above written.

CITY OF CADILLAC

MICHIGAN DEPARTMENT
OF TRANSPORTATION

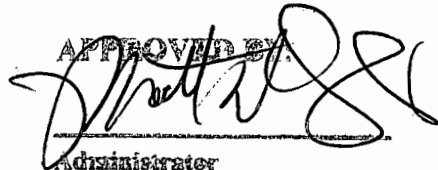
By _____
Title:

By _____
Department Director MDOT

By _____
Title:



RDB
3/29/18

APPROVED BY:  4/2/18
Administrator
Real Estate Date

March 26, 2018

EXHIBIT I

CONTROL SECTION	STUL 83000
JOB NUMBER	132255A
PROJECT	1800(534)

ESTIMATED COST

CONTRACTED WORK

	<u>PART A</u>	<u>PART B</u>	<u>TOTAL</u>
Estimated Cost	\$508,400	\$121,100	\$629,500

COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	\$508,400	\$121,100	\$629,500
Less Federal Funds*	<u>\$176,250</u>	<u>\$ -0-</u>	<u>\$176,250</u>
BALANCE (REQUESTING PARTY'S SHARE)	\$332,150	\$121,100	\$453,250

*Federal Funds for the PART A portion of the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT

DOT

TYPE B
BUREAU OF HIGHWAYS
03-15-93

PART II

STANDARD AGREEMENT PROVISIONS

SECTION I COMPLIANCE WITH REGULATIONS AND DIRECTIVES

SECTION II PROJECT ADMINISTRATION AND SUPERVISION

SECTION III ACCOUNTING AND BILLING

SECTION IV MAINTENANCE AND OPERATION

SECTION V SPECIAL PROGRAM AND PROJECT CONDITIONS

SECTION I

COMPLIANCE WITH REGULATIONS AND DIRECTIVES

- A. To qualify for eligible cost, all work shall be documented in accordance with the requirements and procedures of the DEPARTMENT.
- B. All work on projects for which reimbursement with Federal funds is requested shall be performed in accordance with the requirements and guidelines set forth in the following Directives of the Federal-Aid Policy Guide (FAPG) of the FHWA, as applicable, and as referenced in pertinent sections of Title 23 and Title 49 of the Code of Federal Regulations (CFR), and all supplements and amendments thereto.
 - 1. Engineering
 - a. FAPG (6012.1): Preliminary Engineering
 - b. FAPG (23 CFR 172): Administration of Engineering and Design Related Service Contracts
 - c. FAPG (23 CFR 635A): Contract Procedures
 - d. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments-Allowable Costs
 - 2. Construction
 - a. FAPG (23 CFR 140E): Administrative Settlement Costs-Contract Claims
 - b. FAPG (23 CFR 140B): Construction Engineering Costs
 - c. FAPG (23 CFR 17): Recordkeeping and Retention Requirements for Federal-Aid Highway Records of State Highway Agencies
 - d. FAPG (23 CFR 635A): Contract Procedures
 - e. FAPG (23 CFR 635B): Force Account Construction
 - f. FAPG (23 CFR 645A): Utility Relocations, Adjustments and Reimbursement

- g. FAPG (23 CFR 645B): Accommodation of Utilities (PPM 30-4.1)
 - h. FAPG (23 CFR 655F): Traffic Control Devices on Federal-Aid and other Streets and Highways
 - i. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments—Allowable Costs
3. Modification Or Construction Of Railroad Facilities
- a. FAPG (23 CFR 140I): Reimbursement for Railroad Work
 - b. FAPG (23 CFR 646B): Railroad Highway Projects
- C. In conformance with FAPG (23 CFR 630C) Project Agreements, the political subdivisions party to this contract, on those Federally funded projects which exceed a total cost of \$100,000.00 stipulate the following with respect to their specific jurisdictions:
- 1. That any facility to be utilized in performance under or to benefit from this contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities issued pursuant to the requirements of the Federal Clean Air Act, as amended, and the Federal Water Pollution Control Act, as amended.
 - 2. That they each agree to comply with all of the requirements of Section 114 of the Federal Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all regulations and guidelines issued thereunder.
 - 3. That as a condition of Federal aid pursuant to this contract they shall notify the DEPARTMENT of the receipt of any advice indicating that a facility to be utilized in performance under or to benefit from this contract is under consideration to be listed on the EPA List of Violating Facilities.
- D. Ensure that the PROJECT is constructed in accordance with and incorporates all committed environmental impact mitigation measures listed in approved environmental documents unless modified or deleted by approval of the FHWA.
- E. All the requirements, guidelines, conditions and restrictions noted in all other pertinent Directives and Instructional Memoranda of the FHWA will apply to this contract and will be adhered to, as applicable, by the parties hereto.

SECTION II

PROJECT ADMINISTRATION AND SUPERVISION

- A. The DEPARTMENT shall provide such administrative guidance as it determines is required by the PROJECT in order to facilitate the obtaining of available federal and/or state funds.
- B. The DEPARTMENT will advertise and award all contracted portions of the PROJECT work. Prior to advertising of the PROJECT for receipt of bids, the REQUESTING PARTY may delete any portion or all of the PROJECT work. After receipt of bids for the PROJECT, the REQUESTING PARTY shall have the right to reject the amount bid for the PROJECT prior to the award of the contract for the PROJECT only if such amount exceeds by ten percent (10%) the final engineer's estimate therefor. If such rejection of the bids is not received in writing within two (2) weeks after letting, the DEPARTMENT will assume concurrence. The DEPARTMENT may, upon request, readvertise the PROJECT. Should the REQUESTING PARTY so request in writing within the aforesaid two (2) week period after letting, the PROJECT will be cancelled and the DEPARTMENT will refund the unused balance of the deposit less all costs incurred by the DEPARTMENT.
- C. The DEPARTMENT will perform such inspection services on PROJECT work performed by the REQUESTING PARTY with its own forces as is required to ensure compliance with the approved plans & specifications.
- D. On those projects funded with Federal monies, the DEPARTMENT shall as may be required secure from the FHWA approval of plans and specifications, and such cost estimates for FHWA participation in the PROJECT COST.
- E. All work in connection with the PROJECT shall be performed in conformance with the Michigan Department of Transportation Standard Specifications for Construction, and the supplemental specifications, Special Provisions and plans pertaining to the PROJECT and all materials furnished and used in the construction of the PROJECT shall conform to the aforesaid specifications. No extra work shall be performed nor changes in plans and specifications made until said work or changes are approved by the project engineer and authorized by the DEPARTMENT.

- F. Should it be necessary or desirable that portions of the work covered by this contract be accomplished by a consulting firm, a railway company, or governmental agency, firm, person, or corporation, under a subcontract with the REQUESTING PARTY at PROJECT expense, such subcontracted arrangements will be covered by formal written agreement between the REQUESTING PARTY and that party.

This formal written agreement shall: include a reference to the specific prime contract to which it pertains; include provisions which clearly set forth the maximum reimbursable and the basis of payment; provide for the maintenance of accounting records in accordance with generally accepted accounting principles, which clearly document the actual cost of the services provided; provide that costs eligible for reimbursement shall be in accordance with clearly defined cost criteria such as 49 CFR Part 18, 48 CFR Part 31, 23 CFR Part 140, OMB Circular A-87, etc. as applicable; provide for access to the department or its representatives to inspect and audit all data and records related to the agreement for a minimum of three years after the department's final payment to the local unit.

All such agreements will be submitted for approval by the DEPARTMENT and, if applicable, by the FHWA prior to execution thereof, except for agreements for amounts less than \$100,000 for preliminary engineering and testing services executed under and in accordance with the provisions of the "Small Purchase Procedures" FAPG (23 CFR 172), which do not require prior approval of the DEPARTMENT or the FHWA.

Any such approval by the DEPARTMENT shall in no way be construed as a warranty of the subcontractor's qualifications, financial integrity, or ability to perform the work being subcontracted.

- G. The REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, shall make such arrangements with railway companies, utilities, etc., as may be necessary for the performance of work required for the PROJECT but for which Federal or other reimbursement will not be requested.
- H. The REQUESTING PARTY, at no cost to the PROJECT, or the DEPARTMENT, shall secure, as necessary, all agreements and approvals of the PROJECT with railway companies, the Railroad Safety & Tariffs Division of the DEPARTMENT and other concerned governmental agencies other than the FHWA, and will forward same to the DEPARTMENT for such reviews and approvals as may be required.
- I. No PROJECT work for which reimbursement will be requested by the REQUESTING PARTY is to be subcontracted or performed until the DEPARTMENT gives written notification that such work may commence.

- J. The REQUESTING PARTY shall be responsible for the payment of all costs and expenses incurred in the performance of the work it agrees to undertake and perform.
- K. The REQUESTING PARTY shall pay directly to the party performing the work all billings for the services performed on the PROJECT which are authorized by or through the REQUESTING PARTY.
- L. The REQUESTING PARTY shall submit to the DEPARTMENT all paid billings for which reimbursement is desired in accordance with DEPARTMENT procedures.
- M. All work by a consulting firm will be performed in compliance with the applicable provisions of 1980 PA 299, Subsection 2001, MCL 339.2001; MSA 18.425(2001), as well as in accordance with the provisions of all previously cited Directives of the FHWA.
- N. The project engineer shall be subject to such administrative guidance as may be deemed necessary to ensure compliance with program requirement and, in those instances where a consultant firm is retained to provide engineering and inspection services, the personnel performing those services shall be subject to the same conditions.
- O. The DEPARTMENT, in administering the PROJECT in accordance with applicable Federal and State requirements and regulations, neither assumes nor becomes liable for any obligations undertaken or arising between the REQUESTING PARTY and any other party with respect to the PROJECT.
- P. In the event it is determined by the DEPARTMENT that there will be either insufficient Federal funds or insufficient time to properly administer such funds for the entire PROJECT or portions thereof, the DEPARTMENT, prior to advertising or issuing authorization for work performance, may cancel the PROJECT, or any portion thereof, and upon written notice to the parties this contract shall be void and of no effect with respect to that cancelled portion of the PROJECT. Any PROJECT deposits previously made by the parties on the cancelled portions of the PROJECT will be promptly refunded.
- Q. Those projects funded with Federal monies will be subject to inspection at all times by the DEPARTMENT and the FHWA.

SECTION III

ACCOUNTING AND BILLING

A. Procedures for billing for work undertaken by the REQUESTING PARTY:

1. The REQUESTING PARTY shall establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this contract, said records to be hereinafter referred to as the "RECORDS". Separate accounts shall be established and maintained for all costs incurred under this contract.

The REQUESTING PARTY shall maintain the RECORDS for at least three (3) years from the date of final payment of Federal Aid made by the DEPARTMENT under this contract. In the event of a dispute with regard to the allowable expenses or any other issue under this contract, the REQUESTING PARTY shall thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.

The DEPARTMENT, or its representative, may inspect, copy, or audit the RECORDS at any reasonable time after giving reasonable notice.

If any part of the work is subcontracted, the REQUESTING PARTY shall assure compliance with the above for all subcontracted work.

In the event that an audit performed by or on behalf of the DEPARTMENT indicates an adjustment to the costs reported under this contract, or questions the allowability of an item of expense, the DEPARTMENT shall promptly submit to the REQUESTING PARTY, a Notice of Audit Results and a copy of the audit report which may supplement or modify any tentative findings verbally communicated to the REQUESTING PARTY at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the REQUESTING PARTY shall: (a) respond in writing to the responsible Bureau or the DEPARTMENT indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense and, (c) submit to the DEPARTMENT a written explanation as to any questioned or no opinion expressed item of expense, hereinafter referred to as the "RESPONSE". The RESPONSE shall be clearly stated and provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the REQUESTING PARTY may supply appropriate excerpts and make alternate

arrangements to conveniently and reasonably make that documentation available for review by the DEPARTMENT. The RESPONSE shall refer to and apply the language of the contract. The REQUESTING PARTY agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes the DEPARTMENT to finally disallow any items of questioned or no opinion expressed cost.

The DEPARTMENT shall make its decision with regard to any Notice of Audit Results and RESPONSE within one hundred twenty (120) days after the date of the Notice of Audit Results. If the DEPARTMENT determines that an overpayment has been made to the REQUESTING PARTY, the REQUESTING PARTY shall repay that amount to the DEPARTMENT or reach agreement with the DEPARTMENT on a repayment schedule within thirty (30) days after the date of an invoice from the DEPARTMENT. If the REQUESTING PARTY fails to repay the overpayment or reach agreement with the DEPARTMENT on a repayment schedule within the thirty (30) day period, the REQUESTING PARTY agrees that the DEPARTMENT shall deduct all or a portion of the overpayment from any funds then or thereafter payable by the DEPARTMENT to the REQUESTING PARTY under this contract or any other agreement, or payable to the REQUESTING PARTY under the terms of 1951 PA 51, as applicable. Interest will be assessed on any partial payments or repayment schedules based on the unpaid balance at the end of each month until the balance is paid in full. The assessment of interest will begin thirty (30) days from the date of the invoice. The rate of interest will be based on the Michigan Department of Treasury common cash funds interest earnings. The rate of interest will be reviewed annually by the DEPARTMENT and adjusted as necessary based on the Michigan Department of Treasury common cash funds interest earnings. The REQUESTING PARTY expressly consents to this withholding or offsetting of funds under those circumstances, reserving the right to file a lawsuit in the Court of Claims to contest the DEPARTMENT'S decision only as to any item of expense the disallowance of which was disputed by the REQUESTING PARTY in a timely filed RESPONSE.

The REQUESTING PARTY shall comply with the Single Audit Act of 1984, as amended, including, but not limited to, the Single Audit Amendments of 1996 (31 USC 7501-7507).

The REQUESTING PARTY shall adhere to the following requirements associated with audits of accounts and records:

- a. Agencies expending a total of \$500,000 or more in federal funds, from one or more funding sources in its fiscal year, shall comply with the requirements of the federal Office of Management and Budget (OMB) Circular A-133, as revised or amended.

The agency shall submit two copies of:

The Reporting Package
The Data Collection Form
The management letter to the agency, if one issued by the audit firm

The OMB Circular A-133 audit must be submitted to the address below in accordance with the time frame established in the circular, as revised or amended.

b. Agencies expending less than \$500,000 in federal funds must submit a letter to the Department advising that a circular audit was not required. The letter shall indicate the applicable fiscal year, the amount of federal funds spent, the name(s) of the Department federal programs, and the CFDA grant number(s). This information must also be submitted to the address below.

c. Address: Michigan Department of Education
Accounting Service Center
Hannah Building
608 Allegan Street
Lansing, MI 48909

d. Agencies must also comply with applicable State laws and regulations relative to audit requirements.

e. Agencies shall not charge audit costs to Department's federal programs which are not in accordance with the OMB Circular A-133 requirements.

f. All agencies are subject to the federally required monitoring activities, which may include limited scope reviews and other on-site monitoring.

2. Agreed Unit Prices Work - All billings for work undertaken by the REQUESTING PARTY on an agreed unit price basis will be submitted in accordance with the Michigan Department of Transportation Standard Specifications for Construction and pertinent FAPG Directives and Guidelines of the FHWA.

3. Force Account Work and Subcontracted Work - All billings submitted to the DEPARTMENT for Federal reimbursement for items of work performed on a force account basis or by any subcontract with a consulting firm, railway company, governmental agency or other party, under the terms of this contract, shall be prepared in accordance with the provisions of the pertinent FHPM Directives and the procedures of the DEPARTMENT. Progress billings may be submitted monthly during the time work is being performed provided, however, that no bill of a lesser amount than \$1,000.00 shall be submitted unless it is a final

or end of fiscal year billing. All billings shall be labeled either "Progress Bill Number _____", or "Final Billing".

4. Final billing under this contract shall be submitted in a timely manner but not later than six months after completion of the work. Billings for work submitted later than six months after completion of the work will not be paid.
5. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with Federal monies, the DEPARTMENT will act as billing agent for the REQUESTING PARTY, consolidating said billings with those for its own force account work and presenting these consolidated billings to the FHWA for payment. Upon receipt of reimbursement from the FHWA, the DEPARTMENT will promptly forward to the REQUESTING PARTY its share of said reimbursement.
6. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with non-Federal monies, the DEPARTMENT will promptly forward to the REQUESTING PARTY reimbursement of eligible costs.

B. Payment of Contracted and DEPARTMENT Costs:

1. As work on the PROJECT commences, the initial payments for contracted work and/or costs incurred by the DEPARTMENT will be made from the working capital deposit. Receipt of progress payments of Federal funds, and where applicable, State Critical Bridge funds, will be used to replenish the working capital deposit. The REQUESTING PARTY shall make prompt payments of its share of the contracted and/or DEPARTMENT incurred portion of the PROJECT COST upon receipt of progress billings from the DEPARTMENT. Progress billings will be based upon the REQUESTING PARTY'S share of the actual costs incurred as work on the PROJECT progresses and will be submitted, as required, until it is determined by the DEPARTMENT that there is sufficient available working capital to meet the remaining anticipated PROJECT COSTS. All progress payments will be made within thirty (30) days of receipt of billings. No monthly billing of a lesser amount than \$1,000.00 will be made unless it is a final or end of fiscal year billing. Should the DEPARTMENT determine that the available working capital exceeds the remaining anticipated PROJECT COSTS, the DEPARTMENT may reimburse the REQUESTING PARTY such excess. Upon completion of the PROJECT, payment of all PROJECT COSTS, receipt of all applicable monies from the FHWA, and completion of necessary audits, the REQUESTING PARTY will be reimbursed the balance of its deposit.

2. In the event that the bid, plus contingencies, for the contracted, and/or the DEPARTMENT incurred portion of the PROJECT work exceeds the estimated cost therefor as established by this contract, the REQUESTING PARTY may be advised and billed for the additional amount of its share.

C. General Conditions:

1. The DEPARTMENT, in accordance with its procedures in existence and covering the time period involved, shall make payment for interest earned on the balance of working capital deposits for all projects on account with the DEPARTMENT. The REQUESTING PARTY in accordance with DEPARTMENT procedures in existence and covering the time period involved, shall make payment for interest owed on any deficit balance of working capital deposits for all projects on account with the DEPARTMENT. This payment or billing is processed on an annual basis corresponding to the State of Michigan fiscal year. Upon receipt of billing for interest incurred, the REQUESTING PARTY promises and shall promptly pay the DEPARTMENT said amount.
2. Pursuant to the authority granted by law, the REQUESTING PARTY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified in PART I and PART II. If the REQUESTING PARTY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the REQUESTING PARTY and the State Treasurer of the State of Michigan or such other state officer or agency having charge and control over disbursement of the Michigan Transportation Fund, pursuant to law, of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, said State Treasurer or other state officer or agency is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the REQUESTING PARTY from the Michigan Transportation Fund sufficient monies to remove the default, and to credit the REQUESTING PARTY with payment thereof, and to notify the REQUESTING PARTY in writing of such fact.
3. Upon completion of all work under this contract and final audit by the DEPARTMENT or the FHWA, the REQUESTING PARTY promises to promptly repay the DEPARTMENT for any disallowed items of costs previously disbursed by the DEPARTMENT. The REQUESTING PARTY pledges its future receipts from the Michigan Transportation Fund for repayment of all disallowed items and, upon failure to make repayment for any disallowed items within ninety (90) days of demand made by the DEPARTMENT, the DEPARTMENT is hereby authorized to withhold an equal amount from the REQUESTING PARTY'S share of any future distribution of Michigan Transportation Funds in settlement of said claim.

4. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT and upon completion of the PROJECT, payment of all items of PROJECT COST, receipt of all Federal Aid, if any, and completion of final audit by the DEPARTMENT and if applicable, by the FHWA, shall make final accounting to the REQUESTING PARTY. The final PROJECT accounting will not include interest earned or charged on working capital deposited for the PROJECT which will be accounted for separately at the close of the State of Michigan fiscal year and as set forth in Section C(1).
5. The costs of engineering and other services performed on those projects involving specific program funds and one hundred percent (100%) local funds will be apportioned to the respective portions of that project in the same ratio as the actual direct construction costs unless otherwise specified in PART I.

SECTION IV

MAINTENANCE AND OPERATION

A. Upon completion of construction of each part of the PROJECT, at no cost to the DEPARTMENT or the PROJECT, each of the parties hereto, within their respective jurisdictions, will make the following provisions for the maintenance and operation of the completed PROJECT:

1. All Projects:

Properly maintain and operate each part of the project, making ample provisions each year for the performance of such maintenance work as may be required, except as qualified in paragraph 2b of this section.

2. Projects Financed in Part with Federal Monies:

a. Sign and mark each part of the PROJECT, in accordance with the current Michigan Manual of Uniform Traffic control Devices, and will not install, or permit to be installed, any signs, signals or markings not in conformance with the standards approved by the FHWA, pursuant to 23 USC 109(d).

b. Remove, prior to completion of the PROJECT, all encroachments from the roadway right-of-way within the limits of each part of the PROJECT.

With respect to new or existing utility installations within the right-of-way of Federal Aid projects and pursuant to FAPG (23 CFR 645B): Occupancy of non-limited access right-of-way may be allowed based on consideration for traffic safety and necessary preservation of roadside space and aesthetic quality. Longitudinal occupancy of non-limited access right-of-way by private lines will require a finding of significant economic hardship, the unavailability of practicable alternatives or other extenuating circumstances.

c. Cause to be enacted, maintained and enforced, ordinances and regulations for proper traffic operations in accordance with the plans of the PROJECT.

d. Make no changes to ordinances or regulations enacted, or traffic controls installed in conjunction with the PROJECT work without prior review by the DEPARTMENT and approval of the FHWA, if required.

- B. On projects for the removal of roadside obstacles, the parties, upon completion of construction of each part of the PROJECT, at no cost to the PROJECT or the DEPARTMENT, will, within their respective jurisdictions, take such action as is necessary to assure that the roadway right-of-way, cleared as the PROJECT, will be maintained free of such obstacles.
- C. On projects for the construction of bikeways, the parties will enact no ordinances or regulations prohibiting the use of bicycles on the facility hereinbefore described as the PROJECT, and will amend any existing restrictive ordinances in this regard so as to allow use of this facility by bicycles. No motorized vehicles shall be permitted on such bikeways or walkways constructed as the PROJECT except those for maintenance purposes.
- D. Failure of the parties hereto to fulfill their respective responsibilities as outlined herein may disqualify that party from future Federal-aid participation in projects on roads or streets for which it has maintenance responsibility. Federal Aid may be withheld until such time as deficiencies in regulations have been corrected, and the improvements constructed as the PROJECT are brought to a satisfactory condition of maintenance.

SECTION V

SPECIAL PROGRAM AND PROJECT CONDITIONS

- A. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the acquisition of right-of-way must be under construction by the close of the twentieth (20th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that right-of-way.
- B. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the performance of preliminary engineering must be under construction by the close of the tenth (10th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that preliminary engineering.
- C. On those projects funded with Federal monies, the REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, will provide such accident information as is available and such other information as may be required under the program in order to make the proper assessment of the safety benefits derived from the work performed as the PROJECT. The REQUESTING PARTY will cooperate with the DEPARTMENT in the development of reports and such analysis as may be required and will, when requested by the DEPARTMENT, forward to the DEPARTMENT, in such form as is necessary, the required information.
- D. In connection with the performance of PROJECT work under this contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Acts of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and the Regulations of the United States Department of Transportation (49 C.F.R. Part 21) issued pursuant to said Act, including Appendix "B", attached hereto and made a part hereof, and will require similar covenants on the part of any contractor or subcontractor employed in the performance of this contract.
- E. The parties will carry out the applicable requirements of the DEPARTMENT'S Disadvantaged Business Enterprise (DBE) program and 49 CFR, Part 26, including, but not limited to, those requirements set forth in Appendix C.

APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

APPENDIX B
TITLE VI ASSURANCE

During the performance of this contract, the contractor, for itself, its assignees, and its successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

1. **Compliance with Regulations:** For all federally assisted programs, the contractor shall comply with the nondiscrimination regulations set forth in 49 CFR Part 21, as may be amended from time to time (hereinafter referred to as the Regulations). Such Regulations are incorporated herein by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed under the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contractor covers a program set forth in Appendix B of the Regulations.
3. **Solicitation for Subcontracts, Including Procurements of Materials and Equipment:** All solicitations made by the contractor, either by competitive bidding or by negotiation for subcontract work, including procurement of materials or leases of equipment, must include a notification to each potential subcontractor or supplier of the contractor's obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined to be pertinent by the Department or the United States Department of Transportation (USDOT) in order to ascertain compliance with such Regulations or directives. If required information concerning the contractor is in the exclusive possession of another who fails or refuses to furnish the required information, the contractor shall certify to the Department or the USDOT, as appropriate, and shall set forth the efforts that it made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to, the following:
 - a. Withholding payments to the contractor until the contractor complies; and/or
 - b. Canceling, terminating, or suspending the contract, in whole or in part.

6. **Incorporation of Provisions:** The contractor shall include the provisions of Sections (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department or the USDOT may direct as a means of enforcing such provisions, including sanctions for non-compliance, provided, however, that in the event a contractor becomes involved in or is threatened with litigation from a subcontractor or supplier as a result of such direction, the contractor may request the Department to enter into such litigation to protect the interests of the state. In addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Revised June 2011

APPENDIX C

TO BE INCLUDED IN ALL FINANCIAL ASSISTANCE AGREEMENTS WITH LOCAL AGENCIES

Assurance that Recipients and Contractors Must Make (Excerpts from US DOT Regulation 49 CFR 26.13)

- A. Each financial assistance agreement signed with a DOT operating administration (or a primary recipient) must include the following assurance:**

The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

- B. Each contract MDOT signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:**

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

May 21, 2018

Council Communication

Re: Demolition of Fire Damaged Structure at 434 Stimson St

On March 9, 2018, the Cadillac Fire Department responded to a reported basement fire at 434 Stimson St. The damage to the home itself was significant. Portions of the roof had burned through, the second floor had collapsed into the first floor, and the first floor had collapsed into the basement. Furthermore, damage to the walls increased the risk to the neighborhood. Fortunately, firefighters were successful in preventing damage to either of the adjoining structures.

During the fire investigation, it was determined that the property owner did not have insurance. The owner was granted a limited amount of time to abate any dangers, but to date has not taken any steps toward remediating any of the dangers posed by the building. The owner has also not contacted the City, nor returned any of the City's calls.

Given the lack of action on the owner's part, the building was condemned on April 11, 2018. Due to the potential risk to the neighborhood, City staff intended to fund the demolition through emergency purchasing. While working with the City Attorney, staff attempted to secure three quotes from vendors who could demolish what would be an asbestos containing building. The City received two quotes, while a third vendor did not respond. Pitsch Companies provided a quote of \$19,500, while Northern A-1 was quoted at \$24,900.

In order to minimize risk to the City, it was determined that the best course of action would be to seek a court order requiring demolition of the building which caused a slight delay in the emergency demolition. The Circuit Court is now scheduled to hear the case on Wednesday, May 30. Assuming a court order will be granted, Pitsch Companies has stated that they can begin work within two days of authorization. As part of the City's request to the court, the costs of the demolition and associated legal fees will be added to the property taxes in the form of a lien.

Recommended Action

It is requested that the City Council waive competitive bidding and contract Pitsch Companies to provide the necessary demolition services at 434 Stimson St.

May 21, 2018

Council Communication

Re: Extension of Refuse Removal Contract with Republic Services

On June 3, 2013 the City Council awarded a 5-year contract for city-wide residential refuse removal to Republic Services. This contract included the option to extend the contract for two two-year periods. This original contract expires on June 30, 2018 and both the City and Republic Services are interested in extending the relationship.

Over the last couple of months, City staff has met with representatives from Republic Services in order to negotiate the terms of the extension following Council's discussion on this matter during their pre-budget work session.

1. Both parties wish to exercise both two-year extensions now, thereby extending the agreement for a total of four (4) years.
2. The monthly per unit rate will be increased \$1.46 on July 1, 2018 to \$10.00 per month. Monthly rental rates for the 96-gallon waste container will remain the same.
3. The inflationary index that will be utilized to calculate annual changes to the non-fuel portion of the contract will be changed to utilize the water, sewer and trash (WST) index. This will transition the annual consideration of rates to a more relevant index. The City negotiated a cap of 3% to any annual increase.
4. The fuel portion of the rate will be reset to the original amount of \$1.50. The index used to adjust this portion of the rate will remain the same, but annual changes to this portion will only be considered when there is a change in the diesel fuel price index of greater than \$0.70 in either direction.
5. Refuse collection will change from a 4-day schedule to a 5-day schedule. Republic Services will be responsible for communicating any schedule changes to customers.

Additional details on proposed changes to the contract are contained in the extension letter from Republic Services that is provided for Council with this communication.

Recommended Action

It is recommended that City Council approve the extension of the refuse removal contract with Republic Services for a total of four years with the contract modifications as presented.



3890 Camp Rd., Manistee MI 49660
republicservices.com

March 21, 2018

City of Cadillac
To: Marcus Peccia, City Manager
Cc: City Council

Re: City of Cadillac Services Agreement – Refuse, Recycling & Yard Waste; Extension

Republic Services is proud to have maintained the confidence of the City of Cadillac by providing safe, reliable and friendly collection services during the last fifteen (15) years.

You will find before you today the details of the negotiation between Republic Services and the City's staff for the four (4) year extension of the Refuse, Recycling and Yard Waste Services agreement for your discussion, guidance and anticipated approval. This extension between Republic Services and the City of Cadillac is permitted within the current agreement and explained in detail in the "Advertisement For Proposal" document issued in 2013 on (Pg. 12), under the heading Length of Contract. *1

Prior to discussing the details of the negotiated extension, I would like to begin by demonstrating the effectiveness in which Republic Services has worked to protect the City from increasing costs through operational efficiencies. One quick glance below at the rates will demonstrate that protection by the comparison of the 2003 rates when Republic Services first began services within the City and today's rates 15-years later.

- ***2003 Republic invoiced the City @ \$8.07 per home, per month***
- ***2018 Republic invoices the City @ \$8.54 per home, per month***

Republic Services is requesting three modifications as part of the extension agreement. Each one of these items has been vetted and explained in detail through the City staff. We can assure the council members that each item is necessary and best suited for the continued success of the City's program during the next 4-years.

1) Republic Services has proposed the rerouting of the city's waste and yard waste collection zones from four days to five. This change is necessary because;

- *Michigan Department of Transportation has reduced the labor ready hours available for our CDL drivers*
- *The 5-day routing will achieve route efficiencies, which are not possible within the current 4-days system, allowing for reduced operational costs.*
- *The City's "no volume limits on trash" requirement entails manual collection resulting in increased truck & labor time.*

- 2) **Republic Services is requiring a modification to the language contained in the agreement that describes the annual index for rate adjustment.**
- The current referenced index is the “CPI” *2 (Consumer Price Index)
 - Republic Services has demonstrated why the WST CPI (Water Sewer, Trash Index) which is a subcategory of the CPI should be used in reference to the solid waste industry for rate adjustments.
 - The City negotiated a clause that caps the annual adjustment by stating it shall not exceed 3%.
- 3) **Republic Services is in need of a price adjustment of \$1.75 from the current unit pricing of \$8.54. However the city & Republic Services have agreed to phase in this increase over two years, ie. \$1.46 year #1 and \$0.29 year #2.**
- *The specified CPI index in the agreement has not allowed the contract rates to adjust to a sustainable or durable level creating a deficiency in program.*
 - *Republic Services costs of Replacement Fleet, Maintenance, Employee Training and Employee Benefits have increase substantially.*
- 4) **In Summary: The City of Cadillac has been presented with a City Services renewal agreement to include: A four (4) year term extension with rate adjustments pursuant to items 2 and 3 above. In addition the fuel portion of the monthly rate will be reset to \$1.50 per unit per month. The fuel portion index adjustment procedure will remain the same, except that this portion of the rate will only change when there is a change in the index of greater than \$0.70. The applied rate adjustment will only be calculated on the change of the index in excess of \$0.70. As indicated above, the *Waste Sewer Trash* portion of CPI index and most importantly a route adjustment from four days to five days of collection will be included as of the renewal date of July 1, 2018.**
- *The ability to optimize the route days from four to five days has allowed Republic Services to reduce the necessary adjustment from \$3.00 to \$1.75.*

Republic Services is honored to be the City of Cadillac’s trusted partner. We ask that a motion of the council be brought forward with a vote to extend the contract as outlined above in this letter. With that vote and though the act of providing your signatures below it is authorize of behalf of the City Cadillac to enter into an extension four years.

Republic Services

City of Cadillac

City of Cadillac

Matt Biolette
Municipal Manager

Carla Filkins
Mayor

Sandra Wasson
Clerk

*(1) Advertisement For Proposals, Pg. 12, Length of Contract.: The Contract shall be for a period of sixty (60) months commencing on July 1, 2013 and ending June 30, 2018. The Parties reserve the right to extend this agreement for two (2) additional two (2) year periods upon mutual consent by both parties.

*(2) Advertisement For Proposals, Pg. 21, Modification to Rates: Rate adjustment shall be made annually and shall be based upon increase or decrease in fuel prices and other operating costs. The Contract unit prices shall be changed by the City of Cadillac in an amount equal to the percentage of movement of the Bureau of Labor Statistic CPI and Department of Energy/Energy Information Administration fuel cost data for the twelve month period ending in the month of March of each Contract year and shall be based on the following:

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

RESOLUTION NO. 2018-____

**RESOLUTION AMENDING GENERAL APPROPRIATIONS ACT
FOR FISCAL YEAR 2018**

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 21st day of May, 2018, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by _____ and seconded by _____.

WHEREAS, the City adopted Ordinance No. 2017-06, Ordinance Adopting General Appropriations Act for Fiscal Year 2018 ("General Appropriations Ordinance") on May 15, 2017, which approved a general appropriations act for the 2018 fiscal year; and

WHEREAS, Section 10.5 of the City Charter provides that the City Council may make additional appropriations during the fiscal year for unanticipated expenditures required of the City; and

WHEREAS, Section 9 of the General Appropriations Ordinance authorizes the City Council to make such additional appropriations by resolution; and

WHEREAS, the City Council has determined that additional appropriations are required due to unanticipated expenditures;

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

1. The general appropriations act for the 2018 fiscal year is hereby amended in the manner set forth in the attached Exhibit A, which is incorporated by reference.

2. 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)

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 21st day of May, 2018.

Sandra Wasson
Cadillac City Clerk

City of Cadillac

EXHIBIT A

Financial Services Department
FY2018 Budget Amendment #3
May 21, 2018

Current Budget	Amended Budget	Increase (Decrease)
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GENERAL FUND

Department: Revenue	\$6,733,000	\$7,064,800	\$331,800
Amended Line Items Detail			
Local Community Stabilization Authority	350,000	665,800	315,800
Contributions from Private Sources	0	16,000	16,000

Purpose: To increase budgeted revenues to account for additional personal property tax loss reimbursements from the Local Community Stabilization Authority, and to budget for revenues received from Cadillac Community Foundation and Youth Council for the wheelchair swing.

Department: City Council	\$43,900	\$48,900	\$5,000
Amended Line Items Detail			
Contractual Services	3,500	5,500	2,000
Travel and Education	6,000	7,000	1,000
Ordinances and Proceedings	5,000	7,000	2,000

Purpose: To appropriate additional funds for contractual services related to the hosting and updating of the City Code, both online and hard copy; additional funds due to higher participation in conferences by City Council members; and additional funds for publications of legally required notices.

Department: Municipal Complex	\$289,000	\$311,000	\$22,000
Amended Line Items Detail			
Repairs and Maintenance	25,000	32,000	7,000
Capital Outlay	0	15,000	15,000

Purpose: To appropriate funds to repair rooftop compressors for cooling units and to replace lighting in municipal complex - Fire Department, Council Chambers, and Municipal Complex Lobby. Lighting project should result in 20-30% reduction in energy usage for lighting. Consumers Energy granted a \$1,300 rebate for a portion of this project.

Department: Police Department	\$2,015,000	\$2,032,000	\$17,000
Amended Line Items Detail			
Salaries and Wages	765,000	782,000	17,000

Purpose: To appropriate funds for the payment of final accrued benefits due to the retirement of long-term officer. Funds will come from reserves on hand for payouts of unused sick and vacation time.

City of Cadillac

EXHIBIT A

Financial Services Department
FY2018 Budget Amendment #3
May 21, 2018

	Current Budget	Amended Budget	Increase (Decrease)
Department: Fire Department	\$1,369,900	\$1,399,900	\$30,000
Amended Line Items Detail			
Salaries and Wages	545,000	575,000	30,000

Purpose: To appropriate funds for the payment of final accrued benefits due to the retirement of long-term fire department officer. Funds will come from reserves on hand for payouts of unused sick and vacation time.

Department: Parks	\$387,000	\$467,000	\$80,000
Amended Line Items Detail			
Salaries and Wages - Regular	39,000	59,000	20,000
Contractual Services	0	5,000	5,000
Equipment Rental	11,000	16,000	5,000
Capital Outlay	167,500	217,500	50,000

Purpose: To appropriate funds for additional labor to clean up Kenwood Park. Also to appropriate capital funds to install a wheelchair swing at the lakefront accessible playground, additional funds for the Kenwood Bathhouse project to reflect the actual bid prices, design costs, and demolition of the existing bathhouse, and funds to install pickleball courts at Diggins Hill.

Department: Community Promotions	\$34,800	\$41,800	\$7,000
Amended Line Items Detail			
Salaries and Wages	8,000	15,000	7,000

Purpose: To appropriate additional funds to reflect additional work done in The Plaza at Cadillac Commons, and other community promotional events.

Department: Transfer to Other Funds	\$387,000	\$307,000	(\$80,000)
Amended Line Items Detail			
Transfer Out - Local Street Fund	160,000	80,000	(80,000)

Purpose: To reduce appropriation for transfer to Local Street Fund. Recent legislation provided an additional \$82,000 in street funds, and projected FY2018 Act 51 revenues are higher than originally projected.

General Fund Summary

Revenues	6,733,000	7,064,800
Expenditures	7,026,900	7,107,900
Revenues Over (Under) Expenditures	(\$293,900)	(\$43,100)

City of Cadillac

EXHIBIT A

Financial Services Department
FY2018 Budget Amendment #3
May 21, 2018

Current Budget	Amended Budget	Increase (Decrease)
-------------------	-------------------	------------------------

MAJOR STREET FUND

Department: Construction	\$0	\$250,000	\$250,000
Amended Line Items Detail			
Construction	0	250,000	250,000

Purpose: To appropriate the use of reserve funds on hand for a portion of the costs for the reconstruction of Cass Street and Leeson Avenue. Reserves in this fund may only be used on the major street system. Major Street Fund had \$667,234 on hand as of 6/30/17. A portion of these projects will be funded by bond proceeds remaining from 2016.

LOCAL STREET FUND

Department: Revenue	\$615,500	\$617,500	\$2,000
Amended Line Items Detail			
State of Michigan	0	82,000	82,000
Transfer In - General Fund	160,000	80,000	(80,000)

Purpose: To adjust budgeted revenue to reflect additional revenue from the State of Michigan as a supplemental appropriation, and to reduce the transfer in from the General Fund accordingly.

Department: Construction	\$0	\$325,000	\$325,000
Amended Line Items Detail			
Construction	0	325,000	325,000

Purpose: To appropriate the use of reserve funds on hand for the reconstruction of Selma Street. Reserves in this fund may only be used on the local street system. Local Street Fund had \$384,062 on hand as of 6/30/17.

City of Cadillac

EXHIBIT A

Financial Services Department
FY2018 Budget Amendment #3
May 21, 2018

Current Budget	Amended Budget	Increase (Decrease)
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WATER AND SEWER FUND

Department: Revenue	\$4,144,000	\$4,394,000	\$250,000
Amended Line Items Detail			
Leachate	150,000	400,000	250,000

Purpose: To recognize additional revenue from the treatment of Leachate from the Wexford County Landfill.

Department: Administration	\$1,025,050	\$1,085,050	\$60,000
Amended Line Items Detail			
Legal Fees	25,000	85,000	60,000

Purpose: To appropriate funds for additional legal fees related to the annexation litigation.

Water and Sewer Fund Summary

Revenues	4,144,000	4,394,000
Expenditures	4,140,000	4,200,000
Revenues Over (Under) Expenditures	\$4,000	\$194,000



**MEETING MINUTES
CADILLAC PLANNING COMMISSION
February 26, 2018 6:00 P.M.**

CALL TO ORDER

Chairman Putvin called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

MEMBERS PRESENT: Fent, Putvin, Bunce, Smith, Gregg, and Baumann

STAFF PRESENT: Wallace & Coy

APPROVAL OF AGENDA

Motion by Fent, supported by Smith to approve the February 26, 2018 meeting agenda. The motion unanimously was approved.

APPROVAL OF PLANNING COMMISSION MINUTES

Motion by Baumann, supported by Bunce to approve the February 12, 2018 Special Meeting Minutes with no corrections needed. The motion unanimously was approved.

PUBLIC HEARINGS

Public hearing on the Rezoning Application from Cainen Gilde, HeyHun Holdings, LLC at 838 North Mitchell Street to rezone a lot behind 838 N. Mitchell Street from R-3 Single Family Residential to B-3 General Business. Mr. Gilde was present.

Putvin turned the meeting over to Coy who prepared the staff report. Coy using a power point presentation went through the details in the staff report. He explained that there are three lots on the site. Two of which are zoned B-3 General Business and the third lot on the east is zoned R-3 Single Family Residential. The lots zoned B-3 abut North Mitchell Street. He added that the lot zoned R-3 is almost entirely covered with asphalt. The lot has been used for commercial purposes for decades and the applicant recently had the property surveyed which showed a small portion of the current building is built onto the lot zoned R-3.

Coy added that because Mr. Gilde does not own the property yet that a requirement of the application is that Mike Johnson the current owner also signed the rezoning application.

He explained that the company Mr. Gilde wishes to purchase a hardware franchise from requires a minimum of 10,000 square feet of floor space for product display. Also there is a need for an

office, restrooms, and warehouse space. This requires expanding the current building which is 9,000 square feet in size. He also added that the street to the north is North Simons which dead-ends at the Clam River. There are five homes on the street and a couple of them are rentals. Mr. Gilde has met the neighbor to the east and they've talked about trimming overgrown brush and trees.

Coy said that there were two public notices in accordance with the Michigan Zoning Enabling Act. One 15 days prior the Zoning Board of Appeals (ZBA) meeting and one 15 days prior to this meeting. The only written correspondence is a letter of support from the Downtown Development Authority. Coy added that the manager of the convenience store to the south contacted him on behalf of the owner and when she saw the concept her response was that Mr. Gilde's plan would be a positive improvement to the neighborhood. City Manager Marcus Peccia was unable to attend this meeting and he sent a memo of support to the Planning Commission.

Coy concluded with comments which included the ZBA's variance approval at their February meeting to expand the building which would use up to 42 percent of the combined three properties total square footage of 30,900 square feet. Also the ZBA added a condition in their approval that the nonconforming pole sign near the sidewalk on Mitchell Street will need to be either removed or moved to a location where it would be conforming to the sign ordinance.

Coy added that the most recent traffic count by MDOT for North Mitchell Street in this area is 16,282 vehicles daily. He added that he feels this site is underutilized and its current condition is an eyesore. North Mitchell Street is part of Cadillac's commercial corridor.

Putvin asked if any other approval is needed. Coy answered no. The final site plan and building specifications will be reviewed by staff.

Smith asked a question about parking on the east side and where delivery trucks will park. Gilde answered that the final plan for receiving doors is not completed but there may be receiving doors on both the south and north side. There is ample room on the south side for a truck to back in.

Putvin asked Mr. Gilde about the franchise process. He answered that the complete application process can take up to two years and is not finalized. Having all the local zoning approvals is one of the criteria.

Fent commented about the condition of the current building and that the concept is a needed improvement. Bunce added that he would like to have a hardware store in town for convenience.

Putvin asked if there was any Public Comment or if anyone wished to speak and there were none.

Smith asked a question about the propane tank filling station. Gilde explained that there will be no heat source at the location and it will be away from the building. Coy added that all plans must be approved by the Fire Marshal before an occupancy permit will be issued.

Smith also asked if a condition for this rezoning is needed to require removal of the pole sign. Coy answered no, as that was already a condition included in the variance approved by the ZBA. Coy added that MDOT approval will be needed for a new curb cut onto N. Mitchell Street. There were no other comments.

Motion by Baumann making a recommendation to City Council to allow for the rezoning of the lot immediately east of 838 N. Mitchell Street from R-3 Single Family Residential, to B-3 General Business as presented by staff. Support by Bunce. On a roll call vote the motion passed unanimously.

OLD BUSINESS – None.

BOARD MEMBER COMMENTS - None

COMMUNICATIONS – None.

PUBLIC COMMENTS - None

OTHER BUSINESS - None

ADJOURN – There being no additional business, Putvin adjourned the meeting at 6:24 p.m.

Minutes
Downtown Development Authority (DDA)
Business Improvement District (BID) Board
Regular Meeting
February 28, 2018

A regular meeting of the Cadillac Downtown Development Authority (DDA) and Business Improvement District (BID) Board was held on Wednesday, February 28, 2018 in the Municipal Complex Conference Room, 200 N. Lake St., Cadillac, Michigan.

MEMBERS PRESENT: Barnes, Bosscher, Cinco, Coffey, Crawley, LeVand, Peccia, C. Schultz
STAFF PRESENT: Payne, Wallace, Coy, Cornell

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

MINUTES/REPORTS

Motion by Crawley, seconded by Coffey to approve the minutes of the January 31, 2018 meeting. Motion passed unanimously.

Peccia presented the Treasurer's Report. LeVand requested that Owen Roberts be asked to give a presentation at next month's meeting as to DDA available funds for this fiscal year. LeVand asked about the potential of the current downtown projects to generate more funds for the DDA budget. Peccia said ultimately they will result in a significant greater capture by the DDA. Motion by Coffey, seconded by Barnes to approve the Treasurer's report. Motion passed unanimously.

COMMITTEE REPORT/UPDATES

Parking Lot and Streetscape committees met. Parking Lot committee discussed possibility of adding overnight parking in the 20 space lot south of the MDEQ building. Coy has spoken with adjoining property owners and there were no issues raised with adding two spaces for overnight parking in that lot.

Streetscape committee met on February 14th. The MCSA Group was brought in and they discussed several of their streetscape projects throughout the years and their experiences in what has worked and the longevity of the different materials used. They spoke of what they attempt to achieve in terms of the right blend of materials and creating vertical elements in the downtown in terms of design features. They arrived at generalized costs, which would be approximately \$350- \$375,000 per block phase, one side of the street.

Administrative Committee – A meeting will be set up to further discuss expanding the DDA boundary.

Wayfinding Committee – Committee has not yet met, but there is an effort through the Big Ideas Group to develop a project to install generic entry to Cadillac area signs at one or two locations.

OLD BUSINESS –

Flower Baskets. The worksite agreement of Hope Network for watering services for the flower baskets was reviewed. Cost has increased in relation to employee wage increase and the addition of five baskets along Elk Avenue and anticipated extra trips for watering. Fertilizing twice a week rather than once a week will be done and City staff member Jim Givens will set up the fertilizer mix and schedule.

Motion by Schultz and seconded by Barnes to approve the Hope Network Worksite Agreement at the

maximum cost as presented, with a possible adjustment for cost reduction after discussion with Hope Network about anticipated extra trips due to added baskets along Elk Avenue. Motion passed unanimously.

Update on north/south proposed routes. Discussion continues on possible routes through the Industrial Park (Sixth Avenue) which would allow a new truck route and better traffic flow and routing by the hospital area to create more pronounced entryways into the medical area, including extending South Street onto Evert Street, which would eliminate the deficiencies in the Cobb Street ingress and egress to the hospital/office area.

Update on the Market Place and Trailhead. Materials have been delivered to the Market Place site. The goal is for a summer ribbon cutting. Amvets and After 26 have been contacted regarding the site plan so they are aware of the schedule and how the parking would be impacted, and they will also receive periodic progress updates. Trailhead. We have not yet received a formal grant agreement from the State but have been notified that the project scored high enough to get the award. A letter has been received that states we can start incurring some costs (engineering/design). Everything is subject to the governor signing the appropriation to release the funds. Matching local funds are also required. The original routing followed the railroad right-of-way behind the library. We were advised through the State that that was one of the reasons the grant was denied over a year ago. They advised to re-route it to go across Lake Street and it could be built in a buffer zone between the lake and the sidewalk, providing a safer, more open and scenic route.

NEW BUSINESS

Rent-A-Gardener estimate for planting annuals at The Plaza. Proposal submitted in the amount of \$2,009 for the installation and maintenance of the six planters that flank the fireplace, as well as irrigation maintenance. LeVand clarified for board members that this proposal is in addition to the other contract with Rent-A-Gardener for the other planters. Bosscher asked if the DDA is required, either from a legal or fiduciary standpoint, to receive other bids/estimates. Peccia stated the proposal was well within the administrative spending authority of \$7500. Anything over that would require either a waiver or competitive bids. LeVand asked if anyone else locally has requested an opportunity to be involved and Wallace said no one has expressed an interest. The current contract with Rent-A-Gardener is for 3 years; next year it would be opened back up again. Motion by Cinco, seconded by Barnes to accept the proposal of \$2009. Motion passed unanimously.

Rent-A-Gardener estimate for construction of four raised planters with seating in The Plaza. Proposal submitted in the amount of \$6959.00 for construction of the planters with seating. They would be designed to match the materials of the dumpster enclosure (black metal, cedar planking). Ken Payne, Street Superintendent, thought we could design the seating to be three season, to be removed and stored so as to not interfere with snowplowing activities. Schultz asked about maintenance of the red cedar. Payne said the dumpster enclosure has been hold up very well. It was suggested that we start with one bench on either side, get through a cycle of events and decide how to proceed from there. Peccia and Wallace stated that nothing has to be decided by the DDA board at this moment; this is being presented to simply get a motion of support of the concept itself. Funds for this project have not yet been identified. Motion by Coffey, seconded by Schultz to support the concept of this proposal. Motion passed, with one vote against from Barnes.

Interlocal Agreement – 412 S. Mitchell Street (Better Bodies building). A memo from Mac McClelland of Otwell Mawby, P.C. was presented to the DDA board. It stipulated the terms of the interlocal agreement which, in effect, freezes the incremental tax during the period of time that the reimbursements are occurring with those reimbursements going to the Brownfield Authority, then back to the developer, and ultimately getting the property back on the tax roll.

Barnes asked what the plan was for this property to justify doing an interlocal agreement. Peccia said that the property had been off the tax roll because it was in foreclosure. Even in a worst case scenario, if all that happens is demolition of the building and making the lot buildable, the DDA has gained over having what we have now (condemned building on an unbuildable lot). With the property now out of foreclosure (as of around the first of the year) we would be collecting something versus nothing when it was in foreclosure.

Motion by Cinco, seconded by Coffey to approve the Interlocal Agreement between DDA and CBRA regarding property located at 412 S. Mitchell Street. Motion passed unanimously.

COMMUNICATIONS/OTHER ITEMS – None.

PUBLIC COMMENTS – None.

Meeting adjourned at 9:02 a.m.

Minutes
Downtown Development Authority (DDA)
Business Improvement District (BID) Board
Regular Meeting
April 25, 2018

A regular meeting of the Cadillac Downtown Development Authority (DDA) and Business Improvement District (BID) Board was held on Wednesday, April 25, 2018 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, Roberts, Coy, Cornell
GUEST: Mac McClelland, CBRA Consultant, Otwell Mawby, P.C.

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

MINUTES/REPORTS

Motion by Crawley, seconded by Coffey to approve the minutes of the February 28, 2018 meeting. Motion passed unanimously.

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

COMMITTEE REPORT/UPDATES

No updates at this time. Meetings for Administrative and Parking subcommittees will be scheduled soon.

Wallace reported on the status of the Cadillac Lofts project. Rezoning application has been received to rezone the property to MPUD; plans presented for 72 apartment units as well as over 18,000 sq. ft. in commercial space on the first floor of two L-shaped buildings close to Mitchell Street frontage. Planning Commission recommended approval to Council. LeVand asked about public parking. Peccia said there will be private parking available for public use, as well as additional on-street parking along Cass and Chapin Streets. Public parking on-site, as far as is known at this time, is not going to be under public control; it will still be a private lot but this may be subject to change.

OLD BUSINESS – None on agenda, but LeVand asked if there was an update on the Raven application for façade grant. Wallace will check and see if this is still needed since they have requested assistance in the form of Brownfield financing.

NEW BUSINESS –

FINANCIAL PRESENTATION: Owen Roberts, Director of Finance, gave an overview of the options the DDA has for their financing. He distributed information on the 2018-2019 Annual Operating Budget for the DDA Operating Fund, Capital Projects Fund, and Auto Parking Fund. He spoke of Tax Increment Financing (TIF) and explained that when a TIF plan is approved, that sets a base value. All of the taxes on the base value continue to go to the jurisdiction that it did at the time that the plan was established. For fiscal year 2019, tax revenue is based on where property values were on December 31, 2017. Projects happening now will not show up in a taxable value until a year from now, which impacts the fiscal year 2020 budget. Also affecting the values is the personal property tax reform, causing lost money on the small taxpayer exemption (cash value of personal property \$80,000 or less), although we are now getting partially reimbursed.

The Operating Fund has never had any reserves; not much flexibility for providing additional revenue. In the Capital Projects Fund, where the captured taxes go, there are reserves in the amount of approximately \$60,000 that could be spent in accordance with the TIF plan. In the Auto Parking Fund for the current year, there was more money budgeted to accommodate additional maintenance in the Plaza. The reserves in this fund must be spent in the parking system (new lots, resurfacing, specific sidewalks that abut or connect to parking lots). LeVand asked if the money in this fund could be used for acquiring property for parking lots and Owen said it could. Owen stated that any specific trouble spots in parking lots be reported to Wallace.

Wallace asked if there was money available for brick repair on Mitchell Street; Owen said there is and asked that specific problem areas be reported so they could be taken care of.

Board members had no questions and expressed appreciation for this presentation.

LeVand mentioned the width of the sidewalk by the pocket park and Bosscher added that through the pocket park is never shoveled. Owen will address this. One possibility is to contact the Sheriff's office regarding any work crews that might be available.

Wallace reported the need to have Allison from Rent-A-Gardener remove the plant material from the Clock Tower site due to the Cadillac Lofts project. Any money that was going to be spent on maintenance of the Clock Tower site could possibly be used on the pocket park. Doreen Lanc of the Community Foundation is aware of a group that would like to adopt the pocket park. We need to start talking about what kind of contract we want to enter into when our contract with Rent-A-Gardener ends after this summer.

Wallace mentioned the seating planters in the Plaza and said that Allison took this to Kiwanis and he believes they are interested in taking on this project.

INTERLOCAL AGREEMENTS FOR LAKESIDE ACE HARDWARE AND THE RAVEN RESTAURANT:

Mac McClelland of Otwell Mawby, stated that the underutilized former site of the Hostess outlet property is the proposed site for an Ace Hardware building. There will be some small environmental costs and lead and asbestos abatement demolition on the site and curb cuts redone. It appears that depending on what the taxable value is, it will be approximately a 12-year payback.

The Raven project experienced expenditures for sewer and water improvements.

LeVand asked if the Brownfield monies are given back to the developers or as an abatement on their taxes until it is paid off. Mac said they pay the same amount of taxes. They are reimbursed for those approved eligible and documented expenses.

Bosscher asked who pays Otwell Mawby. Mac stated that he is the Brownfield consultant for the City (on contract) and the Brownfield Authority pays Otwell Mawby to prepare Brownfield plans and move them through the process. His expenses are reimbursable and the first position of the taxes is to reimburse the Brownfield Authority for his costs. Peccia added that the DDA Authority, as an agency of the City, has the ability to enter into contracts and agreements for services. The Brownfield Authority is the same.

Motion by Huckle to accept the Interlocal Agreement for Lakeside Ace Hardware, seconded by Coffey. Passed unanimously.

Motion by Huckle to accept the Interlocal Agreement for Raven restaurant, seconded by Crawley. Passed unanimously.

FLOWER BASKET DONATIONS UPDATE: Donations are at \$5,071.00. Thank you letters have been sent to all contributors.

COMMUNICATIONS/OTHER ITEMS –

PARKING ON E. PINE STREET: Coy said that he and Ken Payne, as well as Eric Eller, Police Captain, have discussed this situation. Signs will be placed on both north and south sides of E. Pine Street, advising that parking is for midsize and smaller passenger cars only and also indicating the availability of additional parking nearby.

Huckle asked that the portable speed sign be placed back on Mitchell Street to calm the traffic. This will be relayed to Eric Eller.

Coffey mentioned that there is no nearby water supply for the pocket park. Wallace will check with adjacent building owner for assistance. Secondary source would be to try to teach the volunteer group to access our water cart.

Wallace stated that we have received another \$15,000 grant for the Trailhead project. By September we have to do the trail extension, so the design is moving forward on this. We expect part of the project to be done this year and the Trailhead next year. The granting agency recommended that we add some bike racks. There will be some bike racks in the Plaza area and out on Mitchell Street by September. The final vendor selection for the bike racks will be done in the next week or two.

Crawley commented on the previous discussion regarding Kiwanis taking on the seating planter project in the Plaza. He is on the Kiwanis board. After the last DDA meeting, he had tried to reach out to Allison of Rent-A-Gardener, but was unsuccessful. He did talk with Allison's daughter, who is in Kiwanis, about getting a price, but never heard back and now Kiwanis has gone with another project.

PUBLIC COMMENTS – None.

Meeting adjourned at 8:55 a.m.