City Council Meeting

February 4, 2019

6:00 p.m.

Cadillac Municipal Complex

Council Chambers

200 N. Lake St.

Cadillac, MI 49601

February 4, 2019 City Council Meeting Agenda
6 p.m. at City Hall – 200 N. Lake St. – Cadillac, MI 49601

We are all accountable

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

I. APPROVAL OF AGENDA

II. PUBLIC COMMENTS

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

III. CONSENT AGENDA

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

A. Minutes from the regular meeting held on January 22, 2019.
Support Document III-A

B. Minutes from the closed session held on January 22, 2019.

IV. PUBLIC HEARINGS

A. Public Hearing to consider adoption of Ordinance Amending the City Zoning Map.
Support Document IV-A

V. COMMUNICATIONS

A. Downtown Sidewalk Cafes.
Support Document V-A

VI. APPOINTMENTS

A. Recommendation regarding reappointment to the Cadillac-Wexford Airport Authority.
Support Document VI-A

VII. CITY MANAGER'S REPORT

A. Cadillac Housing Commission compensation change request.
Support Document VII-A

B. Bids and recommendation regarding Wastewater Treatment Plant - HMA Reconstruction.
Support Document VII-B

VIII. PUBLIC COMMENTS

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

IX. GOOD OF THE ORDER

X. CLOSED SESSION

Adjourn to closed session for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement. Also, 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 *Heidi Hodek, as Next Friend of John Doe, a minor v City of Cadillac and Thomas Wade*, Wexford County Circuit Court Case No. 18-28116-NO.

XI. ADJOURNMENT

Core Values (R.I.T.E.)
Respect
Integrity
Trust
Excellence

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

CITY COUNCIL MEETING MINUTES

6:00 PM – January 22, 2019
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:	Schippers, Engels, Spoelman, King, Mayor Filkins
Council Absent:	None
Staff Present:	Peccia, Dietlin, Roberts, Ottjepka, Wallace, Genovich, Smith

APPROVAL OF AGENDA

2019-001 Approve agenda as presented.
Motion was made by Schippers and supported by Spoelman to approve the agenda as presented.

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2019-002 Approve consent agenda as presented.
Motion was made by Spoelman and supported by King to approve the consent agenda as presented.

Motion unanimously approved.

COMMUNICATIONS

A. Presentation of FY2018 Audit Results by Joe Verlin of Gabridge & Co.

Joe Verlin from Gabridge & Co. presented the results of the independent audit for the fiscal year ended June 30, 2018. Gabridge & Co. issued an "Unmodified" opinion on the financial statements. Verlin indicated that this is the best opinion they can offer on the statements. He added that the City is in sound financial condition, and commended the City for continuing to receive the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA).

Peccia noted the entire report is available on the City's website www.cadillac-mi.net.

APPOINTMENTS

A. Recommendation regarding appointment to the Board of Review.

2019-003 Approve appointment to the Board of Review.
Motion was made by Schippers and supported by King to approve the appointment of James Walker to the Board of Review for a 2-year term to expire on January 22, 2021.

Motion unanimously approved.

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

Council Member Engels stated he is willing to continue serving as the regular member.

Council Member Schippers stated she is willing to continue serving as the alternate member.

2019-004 City Council appointments to the Board of Review.
Motion was made by King and supported by Spoelman to appoint Council Member Engels as the regular member and Council Member Schippers as the alternate member to the Board of Review for a 1-year term to expire on January 22, 2020.

Motion unanimously approved.

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

2019-005 Approve reappointment to the Zoning Board of Appeals.
Motion was made by Schippers and supported by Engels to approve the reappointment of Louis Nichols to the Zoning Board of Appeals for a 3-year term to expire on January 1, 2022.

Motion unanimously approved.

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

2019-006 Approve reappointment to the Zoning Board of Appeals.
Motion was made by Engels and supported by Schippers to approve the reappointment of Shari Ault to the Zoning Board of Appeals for a 3-year term to expire on January 19, 2022.

Motion unanimously approved.

E. Recommendation regarding reappointment to the Planning Commission.

2019-007 Approve reappointment to the Planning Commission.
Motion was made by Spoelman and supported by Engels to approve the reappointment of John Putvin Jr. to the Planning Commission for a 3-year term to expire on January 21, 2022.

Motion unanimously approved.

CITY MANAGER'S REPORT

A. Recommendation regarding Fiber Network Installation.

Peccia noted several of the City's key facilities are currently not connected.

Owen Roberts, Director of Finance, stated that in May 2017 the City of Cadillac signed an agreement with Merit Network to provide internet services over fiber optic cable that would be connected to City Hall. As part of signing a 5-year agreement, Merit Network waived construction and installation costs of $17,250.

Roberts stated that Merit Network approached the City in conjunction with work being done at the newly relocated Wexford County Jail in order to gauge the City's interest in partnering with the County in providing fiber optic connectivity. He noted it was determined that a significant opportunity existed for the City to utilize the current process to lay the groundwork for a valuable future project that would connect all ancillary City facilities to the main City data network via a wireless connectivity project.

Roberts noted the City identified the opportunity to have an underground fiber connection directly from the Cadillac Municipal Complex to Merit's fiber backbone that would provide fiber internet connectivity, and additional fiber lines directly from the Municipal Complex to the Cadillac Water Tower. He stated this project was discussed at the budget work session held in April 2018. He noted the estimated cost at that time was $62,000 and the cost remains the same.

Roberts explained that the initial phase of the project will provide underground conduit and twelve (12) strands of fiber from City Hall to a splice point near the Courthouse. He stated there will also be conduit up to the Water Tower. He noted there will be a small additional charge, approximately $5,000, to pull the fiber. He stated phase two is the wireless portion of the project which will provide data protection and integrity.

Roberts stated it is being recommended to approve the IRU conditional upon finalizing non-substantive changes to the contract. He noted if material changes to the contract are required it will be brought back to the City Council for approval.

Roberts noted funds are available in the IT Fund.

Peccia stated Merit is an acronym which stands for Michigan Educational Research Information Triad.

Roberts noted it is being recommended that Council waive competitive bidding.

2019-008 Waive competitive bidding regarding Fiber Network Installation.
Motion was made by Schippers and supported by Spoelman to waive competitive bidding regarding Fiber Optic Cable Installation.

Motion unanimously approved.

2019-009 Approve agreement with Merit Network.
Motion was made by Schippers and supported by Spoelman to approve the Indefeasible Right of Use and Maintenance Agreement with Merit Network conditional upon finalizing non-substantive changes to the contract.

Motion unanimously approved.

ADOPTION OF ORDINANCES AND RESOLUTIONS

A. Adopt Resolution for MDEQ Brownfield Grant and Loan for Mitchell-Bentley Redevelopment.

   Peccia noted the next three (3) items are interrelated to one another. He stated there was a small change made to some of the documents and hard copies of the revised documents have been provided.

   Peccia noted the City received the Mitchell-Bentley property through tax foreclosure and, in conjunction with the Cadillac Industrial Fund and other community partners, has been working to get the property cleaned-up and ready for redevelopment purposes.

   Peccia explained that the reason the documents were reprinted is because the grant and loan that we are in the process of securing with the Michigan Department of Environmental Quality (MDEQ) is now up to a $700,000 grant with a $300,000 loan provision. He noted it was originally a $500,000 grant with a $500,000 loan.

   He noted the three (3) items for consideration at this meeting are:

   - Resolution for MDEQ Brownfield Grant and Loan
   - Resolution for MDEQ Brownfield Grant and Loan Implementation Agreement
   - Resolution for the Mitchell Bentley Redevelopment Brownfield Plan Public Hearing

   Mac McClelland, Otwell Mawby Brownfield Authority Consultant, thanked Wolverine Power Cooperative and Spartan Renewable Energy for developing the concept for this project and Consumers Energy for embracing the project. He noted that private redevelopment allowed us to secure the grants.

   McClelland stated the first resolution is required by the State of Michigan. He noted it states the City will accept the grant and proceed with the project if the grant is received and security to make certain the loan is repaid. He briefly summarized the terms of the grant and loan.

   Spoelman asked what it means where it states that the area has been enlarged.

   Peccia stated it covers the Mitchell Bentley property, the industrial property to the west of that area which is the facility that B&P Family Trust is currently leasing out, the new Crandall Precision property, and the former Western Concrete property.

   Spoelman asked if the capture of the TIF for this project takes money away from other taxing authorities or recipients.

Peccia stated the capture of the TIF keeps everyone whole as to where they are today but it captures the incremental increase of the value of the property for a specified period of time to redirect it to the fund that is then established to reimburse for the eligible activities that are occurring on the site.

McClelland stated the second requirement of the grant is that there has to be an agreement between the developer and the City to move the project forward. He noted it basically states the City will conduct all of the activities to clean-up the property and present the property ready for Consumers Energy to construct the solar farm. He added it also provides the balance of the property for redevelopment.

Peccia noted the framework of that agreement is what is needed by the Regional Brownfield Representative to move the application forward with the State of Michigan. He stated there will be a more in-depth and detailed development agreement between the City and Consumers Energy that will be coming forward on February 18, 2019.

McClelland stated the third component is the Brownfield Plan that is the source of funding to repay the loan and any other eligible activity expenses on the property. He noted the Brownfield Plan was reviewed and approved by the Brownfield Authority. He stated Act 381 requires a public hearing and notice of a public hearing by the City Council. He noted they are requesting the public hearing be held on February 18, 2019. He stated the Brownfield Plan will be presented at that meeting.

Peccia noted Lorri King and Mike Hamner, members of the Cadillac Industrial Fund, and David Miller President of the Cadillac Area Chamber of Commerce are in attendance. He stated Mike Hamner was very instrumental in putting all of this together.

Mike Hamner, thanked Wolverine Power Cooperative and Eric Baker specifically for formulating ideas at the Cadillac Industrial Fund meetings to help find a way to secure some funding for the project. He also mentioned assistance from Mac McClelland and the MDEQ to secure a large portion of grant money. He noted the idea of having the site leveled, green, and actually producing energy and having the remainder of the property available to an industrial user is a good turnaround story.

Mayor Filkins stated that the wonderful collaboration proves what we can do in the community. She thanked everyone involved in the project.

<u>2019-010 Adopt Resolution Authorizing MDEQ Brownfield Grant/Loan Application for Mitchell Bentley Redevelopment.</u>

Motion was made by King and supported by Schippers to adopt the Resolution Authorizing the MDEQ Brownfield Grant/Loan Application for Mitchell Bentley Redevelopment.

Motion unanimously approved.

B. Adopt Resolution for MDEQ Brownfield Grant and Loan Implementation Agreement.

2019-011 Adopt Resolution Authorizing Execution of the MDEQ Brownfield Grant/Loan Implementation Agreement with Consumers Energy Company for Mitchell Bentley Redevelopment.
Motion was made by King and supported by Engels to adopt the Resolution Authorizing Execution of the MDEQ Brownfield Grant/Loan Implementation Agreement with Consumers Energy Company for the Mitchell Bentley Redevelopment subject to approval as to substance by the City Manager and City Brownfield Consultants, aside from material terms, and subject as to form by the City Attorney.

Motion unanimously approved.

C. Adopt Resolution for the Mitchell Bentley Redevelopment Brownfield Plan and Set a Public Hearing for February 18, 2019.

2019-012 Set public hearing for Mitchell Bentley Redevelopment Brownfield Plan.
Motion was made by King and supported by Spoelman to adopt the resolution for Combined Brownfield Plan for Mitchell Bentley Redevelopment and set a public hearing for February 18, 2019.

Motion unanimously approved.

Mac McClelland stated a $900,000 CDBG grant was received for the Cadillac Lofts project. He noted asbestos abatement is scheduled to begin on January 29, 2019 with demolition to begin shortly thereafter. He stated the buildings will be down by March 1, 2019 and redevelopment will begin in the spring.

D. Adopt a Resolution to introduce Ordinance Amending the City Zoning Map and Set a Public Hearing for February 4, 2019.

Peccia stated this is regarding the request to open a seventy (70) child daycare facility in the McAuley Center.

Mayor Filkins noted Munson Hospital will be providing the space but the daycare center will be operated by a third party.

John Wallace, Community Development Director, noted that the daycare center operation will be for the general public which is why it needs to be rezoned from an OS-1 District to an OS-2 District. He stated both of those districts are very similar but the OS-2 District has a little more flexibility and broader intensity uses. He noted in the original application most of the block in which the McAuley Center is located was included in the rezoning but the applicant did not include two lots which are not needed for the operation of the daycare center. The applicant has since decided they want to file for rezoning for the remaining two lots on that block as well as the lots that are owned by the hospital on block to the east of the McAuley Center into the OS-2 District.

Wallace stated the Planning Commission (PC) was in unanimous agreement for the rezoning for the daycare center. He noted that although the PC recommended adding the additional two lots on the McAuley Center block which were not included in the original rezoning application, they were not included as part of the rezoning due to lack of notice to all of the residents within 300 feet of those parcels.

Wallace stated there was no opposition expressed at the PC public hearing for the operation of a daycare center in the McAuley Center.

Spoelman asked if all of the lots are included in the documentation.

Wallace stated the two lots in the northeast corner are not included. He noted they are outside of the building proper where the daycare center will be operating. He stated the original application will cover the operation of the daycare center and they will be pursuing converting the balance of these lots into the same OS-2 zoning.

2019-013 Set public hearing for Ordinance 2019-01.
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 February 4, 2019.

Motion unanimously approved.

MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

A. Planning Commission

B. Wexford County Airport Authority

PUBLIC COMMENTS

There were no public comments.

GOOD OF THE ORDER

Peccia noted there is going to be a second visioning-type session facilitated by the Alliance for Economic Success. He stated it will be held at 6:30 pm on January 31, 2019 at Evergreen Resort.

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. Also to discuss City of Cadillac v Lake Mitchell Sewer Authority, State of Michigan 28th Judicial Circuit Court, Case #2018-28350-CZ.

2019-014 Adjourn to closed session.
Motion was made by Engels 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. Also, to discuss City of Cadillac v. Lake Mitchell Sewer

Authority, State of Michigan 28th Judicial Circuit Court, Case #2018-28350-CZ; invite Jeff Dietlin, Director of Utilities.

Motion unanimously approved.

2019-015 Return to open session.
Motion was made by Schippers and supported by Spoelman to return to open session.

Motion unanimously approved.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor Sandra L. Wasson, City Clerk

City Council

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

RESOLUTION NO. ______

RESOLUTION ADOPTING ORDINANCE AMENDING THE CITY ZONING MAP

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 4th day of February, 2019, at 6:00 p.m.

PRESENT: ____

ABSENT: ____

The following preamble and resolution was offered by __________________________and seconded by ______________________________ .

WHEREAS, Munson Healthcare Cadillac Hospital (the "Owner") owns real property in the City of Cadillac legally described as follows:

LOTS 1 THRU 8, BLK 20, G.A. MITCHELLS PLAT OF THE NW 1-4 SEC 3-21-9, CITY OF CADILLAC & THAT PART OF VACATED HOBART ST REC IN L 81 PG 967;

and whose tax identification number is 10-082-00-181-00 (hereinafter the "Parcel"); and

WHEREAS, the Parcel is currently zoned OS-1, Office Service District; and

WHEREAS, Dean DeKryger, the DK Design Group (the “Applicant”), submitted an application (the "Application") to the City Planning Commission requesting that the Parcel be rezoned to OS-2, Office Service District; 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 rezoning of the Parcel on December 18, 2018; and

WHEREAS, the City Planning Commission has recommended that the City Council amend the City Zoning Map to rezone the Parcel to OS-2, Office Service District; and

WHEREAS, the City Council conducted a public hearing to hear public comments regarding the Application on February 4, 2019; and

WHEREAS, following the public hearing, the City concludes that granting the Application is in the best interest of the public health, safety and welfare.

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

1. Ordinance Amending City Zoning Map (the "Ordinance," attached as Exhibit A) is hereby adopted.

2. The Ordinance shall be filed with the City Clerk.

3. The City Clerk shall publish notice of adoption in a newspaper of general circulation in the City within 15 days.

4. 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 meeting of the City Council held on the 4th day of February, 2019.

Sandra Wasson
Cadillac City Clerk

City Council

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

ORDINANCE NO. 2019-01

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 OS-1, Office Service District zoning designation and established use district as shown on the City Zoning Map for the real property legally described as:

> LOTS 1 THRU 8, BLK 20, G.A. MITCHELLS PLAT OF THE NW 1-4 SEC 3-21-9, CITY OF CADILLAC & THAT PART OF VACATED HOBART ST REC IN L 81 PG 967 (Tax identification No. 10-082-00-181-00)(the "Parcel"),

to the OS-2, Office Service 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 ______________, 2019.

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

NOTICE IS HEREBY GIVEN that the City Council of the City of Cadillac, Wexford County, Michigan, at a regular meeting held in the Council Chambers, Cadillac Municipal Complex, 200 Lake Street, Cadillac, Michigan, on February 4, 2019, adopted Ordinance No. 2019-01, An 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. Members of the public may obtain a copy of the Ordinance for a reasonable charge.

The following is a summary of the Ordinance

ORDINANCE NO. 2019-01

AN ORDINANCE AMENDING THE CITY ZONING MAP

Section 1 of the ordinance provides that the City amends the City Zoning Map to change the R-3, Single Family District designation and use district as shown on the City Zoning Map for the real property legally described as:

> LOTS 1 THRU 8, BLK 20, G.A. MITCHELLS PLAT OF THE NW 1-4 SEC 3-21-9, CITY OF CADILLAC & THAT PART OF VACATED HOBART ST REC IN L 81 PG 967 (Tax identification No. 10-082-00-181-00)(the “Parcel”),

to the OS-2, Office Service District zoning designation and corresponding use district under Chapter 46 of the Cadillac City Code.

Section 2 of the 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 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 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

February 4, 2019

Council Communication

Re: Downtown Sidewalk Café's

Introduction

Clam Lake Beer Company, Hermann's European Cafe, and the Raven BBQ and Brewery have requested approval to place sidewalk cafés in front of their downtown Cadillac restaurants in 2019. Staff has requested and received site plans showing the placement of the tables, chairs, and barriers from the three businesses. The three site plans show the café placement near the building front walls with adequate room for pedestrian traffic meeting the 60 inches of clearance required in the ordinance. The Raven site plan also includes seating on the balcony in addition to the street level.

Staff has reviewed the request and supports the program subject to the following conditions:

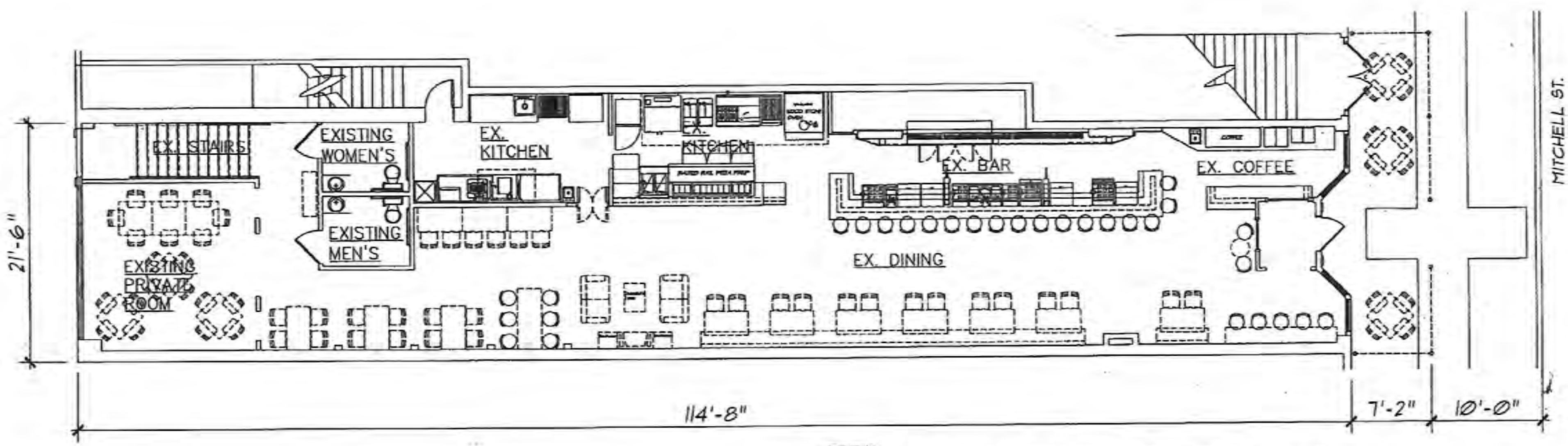
1) The Cadillac City Code of Ordinance that relates to sidewalk cafes in Section 46-395 is followed which includes a requirement for a site plan and proof of insurance.
2) Businesses with a sidewalk café on Mitchell Street/Business US-131 acquire the needed sidewalk café permit through the State of Michigan.

Requested Council Action

Council is asked to approve the request of Clam Lake Beer Company, Hermann's European Café, and the Raven BBQ and Brewery to have sidewalk cafes in front of their businesses in 2019 meeting the two requirements listed.

Clam Lake Beer Co.

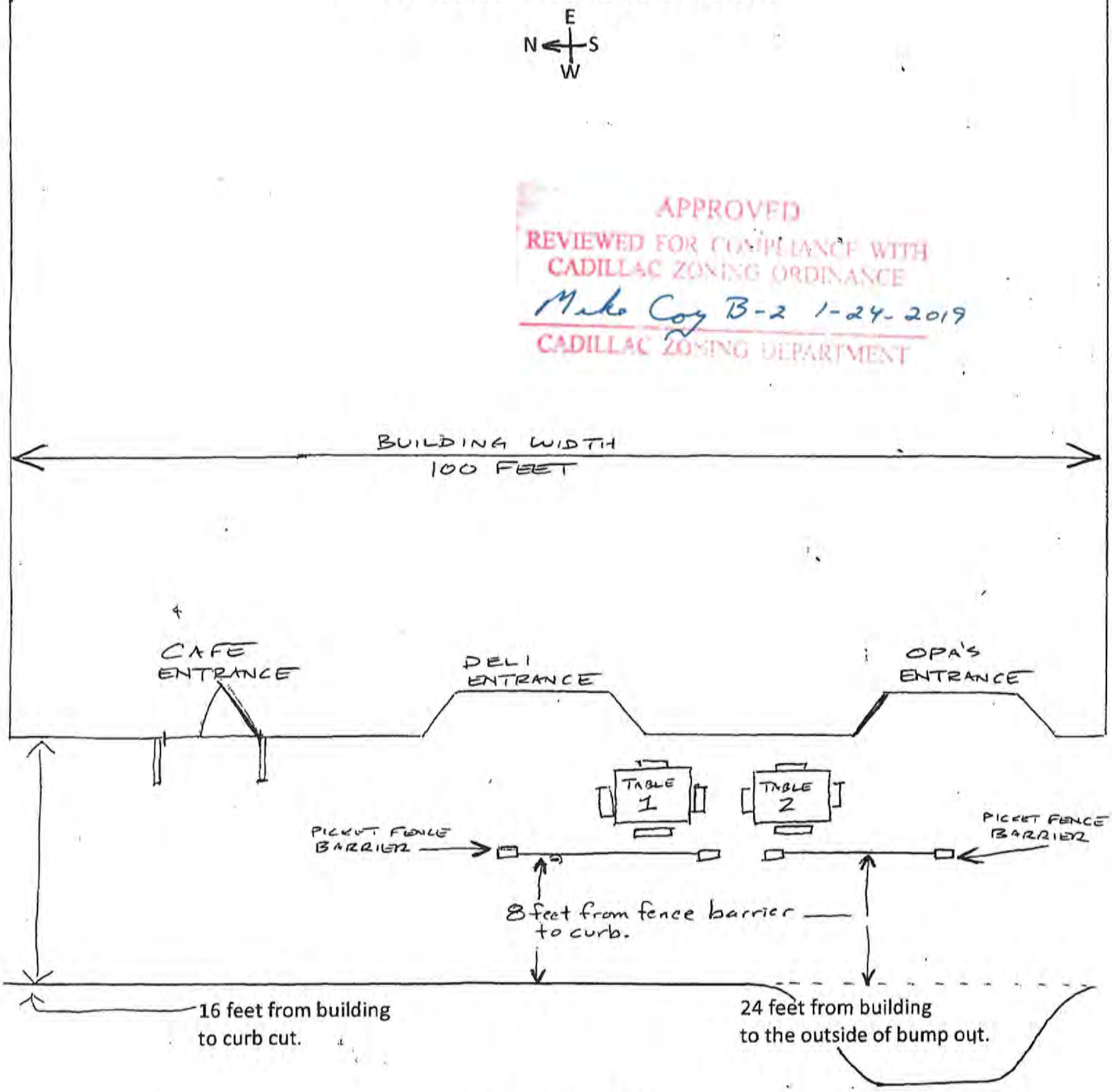
106 S. Mitchell Street



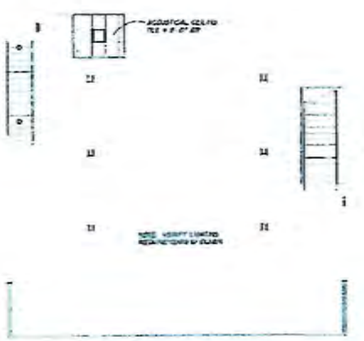
EXISTING
STREET LEVEL FLOOR PLAN
SCALE: NTS

APPROVED
REVIEWED FOR COMPLIANCE WITH
CADILLAC ZONING ORDINANCE
Mike Coy B-2 1-24-2019
CADILLAC ZONING DEPARTMENT

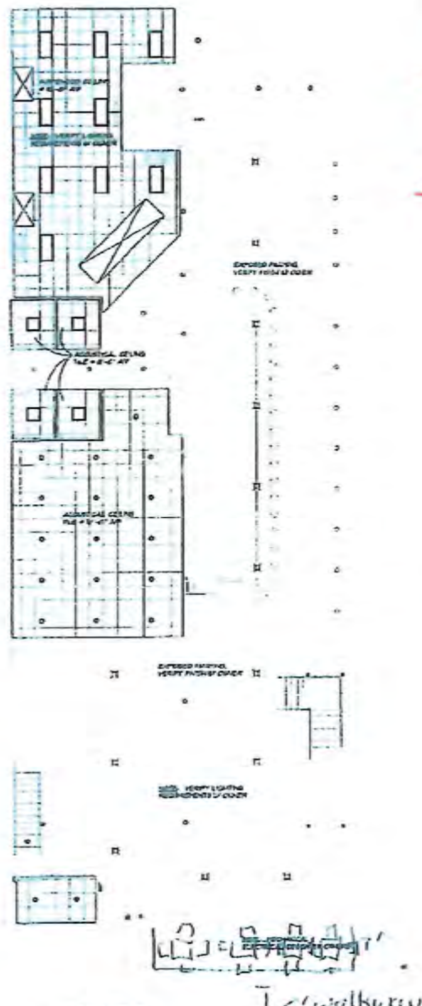
Hermann's European Café



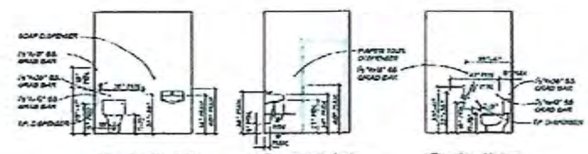
214 N. Mitchell Street



UPPER LEVEL
REFLECTED CEILING PLAN



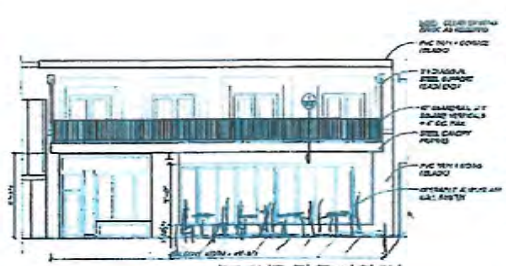
MAIN LEVEL
REFLECTED CEILING PLAN



1 TOILET

2 TOILET

3 TOILET



FRONT ELEVATION

APPROVED
REVIEWED FOR COMPLIANCE WITH
CADILLAC ZONING ORDINANCE
Mike Coy B-2 1-24-2019
CADILLAC ZONING DEPARTMENT

THE DK DESIGN GROUP

Proposed Renovations for:
Raven BBQ & Brewery
119 S. Mitchell St.
Cadillac, MI 49601

A1.1

February 4, 2019

COUNCIL COMMUNICATION

Re: Reappointment of Fred Osborn to a Two-Year Term on the Cadillac/Wexford Airport Authority Board

Fred Osborn has expressed his interest in continuing his service to the Cadillac/Wexford Airport Authority Board for another two year term. He was originally appointed in 2013.

Requested Council Action:

Motion to appoint Fred Osborn to a two-year term on the Cadillac/Wexford Airport Authority Board, which will end on 2/07/2021.

MINUTES

REGULAR MEETING OF THE

CADILLAC HOUSING COMMISSION

Monday, January 21, 2019 - 10:00 A.M.

The Board meeting of the CADILLAC HOUSING COMMISSION was held in the Cinco Room of the Kirtland Terrace Apartment Complex, January 21, 2019.

The meeting was called to order by President Olmsted at 10:00 A.M. Pledge of Allegiance was recited. Roll call was taken.

Present: Commissioners Mike Dolack, Ron Puruleski, Tom Olmsted,

Judy Coffey, Gloria Frost

Absent: None

Staff Present: Judy Myers, Carrie Ferguson, Mary Taylor

Kirtland Terrace Residents: Maureen Mickelson, Bonnie Springberg

Cornerstone Residents: None
Visitors: None
Public: None

AGENDA

The January agenda was presented for review. *Commissioner Coffey made a motion to accept the agenda as presented with Commissioner Frost supporting the motion. With no further discussion, all were in favor.*

MINUTES

a. **December 17, Regular Meeting – With no additional comments,** Commissioner Dolack made a motion *to accept the minutes as written with Commissioner Coffey supporting the motion. With no further discussion, all were in favor.* **Attachment #1**

VISITORS – Maureen Mickelson, Bonnie Springberg

PUBLIC COMMENT – Maureen commented that Ms. Myers has been a good landlady and she will miss her. Maureen also welcomed the new director, Ms. Ferguson. Bonnie shared the same sentiments. Ms. Myers stated that both these women were part of the resident council and played an active roll at Kirtland.

BILLS:

December part II & January part I – The Board reviewed the check list. *Commissioner Frost made a motion to accept the bills as presented with Commissioner Puruleski supporting the motion. With no further discussion, all were in favor.* **Attachment #2**

INFORMATIONAL COMMUNICATIONS:

a. January Newsletter – FYI – For Information Only. **Attachment #3**

Commissioner Dolack wondered if the KT laundry rooms should be locked. Ms. Myers stated she spoke with the culprits and believes there will not be any more issues.

b. MHDA Winter Conference – It was noted that there was not a commissioner track this conference – **Attachment #4**

c. Email Dated 12/18/2018 – HUD Lawsuit – The Director was optimistic that there will be a positive ending for us with this. **Attachment #5**

d. Repositioning Public Housing – For educational purposes. There were questions regarding Indian Housing. **Attachment #6**

e. Par Plan News – For information only. **Attachment #7**

f. Municipal Underwriters of West MI – January 15, 2019 – Cost increase this year. An RFP should be issued for the next coverage year. **Attachment #8**

g. TC Record Eagle Article – There was discussion as to whether we should contact the Cadillac News for a similar article. It was noted that articles like this create public anxiety.

REPORTS of the DIRECTOR

a. Financial Report – Banks & CD's Report – President Olmsted asked about what type of accounts get deposited in to Mercantile Bank. The

Director noted primarily cell tower funds and some small office account deposits.

Attachment #9

a.*1*. PHADA Email Dated 12/27/2018 – Discussion surrounding the government shutdown and its effects on housing programs. **Attachment #10**

a.2. HUD Email Dated 12/20/2018 – Regarding HUD funding **Attachment #11**

b. Director's Report Written – Judy Myers –

Financials: Ms. Myers reported that CHC's reserves are healthy and we are in good standing with HUD. With the government shutdown, it was mentioned that we cannot authorize Ms. Ferguson's access to eLOCCS or EIV websites. It was noted that the Office Manager can access both sites and drawdown funds as needed. Both Directors Myers's and Ferguson stated that the poor quality of service and poor interest rates made them decide to pull out the funds from West Michigan Credit Union and use it to pay for the property insurance. Commissioner Dolack encouraged them to meet with management to inform them of the bad service. There was discussion about the MERS funding vehicle and the requirement by the Michigan department of Treasury. 2019 CFP was noted that usually they start the process in April but with the shutdown will probably be later. Director Myers suggested until the government is open that no new projects be started.

Projects: HUD inspections begin February 12, 2019. Ms. Ferguson noted that during the housekeeping inspections that she was able to meet many of our residents. Commissioner Dolack asked if we have had any new bed bug issues. Director Myer's stated no. Judy noted an RFP was placed in NAHRO for the 2018 audit.

Section 8: Holding off releasing a voucher that became available until the government reopens for business.

Manage by the Numbers was reviewed.

Staff Issues: was reviewed. Commissioner Dolack requested to be phoned when the Director will present the wage increases to City Council. Commissioner Olmsted stated he would attend also.

Resident Issues: was reviewed.

Garden: Mr. & Mrs. Dellis Hudson have agreed to be the garden managers this year. It was mentioned to have a flyer sent home with the Kenwood students later this year to gain interest in the garden.

Director Ferguson noted she will be attending the PHM certification in March.

Commissioner Coffey made a motion to accept the Director's written report as presented with Commissioner Frost supporting the motion. With no further discussion, all were in favor. **Attachment #12**

UNFINISHED BUSINESS

***a.* None**

NEW BUSINESS –

***a.* Resolution #606 – 2019 Operating Budget –**

Resolution was offered by Commissioner Dolack and supported by Commissioner Coffey.

AYES: Commissioners Puruleski, Dolack, Coffey, Frost, Olmsted NAYS: None ABSENT: None **Attachment #13**

b. Resolution #607 – New Bank Signature Cards

Resolution was offered by Commissioner Coffey and supported by Commissioner Frost.

AYES: Commissioners Frost, Dolack, Coffey, Puruleski, Olmsted NAYS: None

ABSENT: None **Attachment #14**

c. Resolution #608 – MERS Retiree Health Care Vehicle –

Resolution was offered by Commissioner Dolack and supported by Commissioner Puruleski.

AYES: Commissioners Coffey, Frost, Dolack, Puruleski, Olmsted NAYS: None

ABSENT: None **Attachment #15**

d. Resolution #609 – KT & CS Smoking Policy -

Resolution was offered by Commissioner Coffey and supported by Commissioner Puruleski. Language reviewed: No smoking products.

AYES: Commissioners Dolack, Puruleski, Coffey, Frost, Olmsted NAYS: None

ABSENT: None **Attachment #16**

REPORTS OF COMMITTEES –

a. **Personnel Committee – December 21, 2018 Minutes** – After Commissioner Coffey reviewed the results of the personnel committee, she made a motion to accept the minutes as presented with Commissioner Frost supporting the motion. Further discussion caused the vote to be withdrawn. Commissioner Coffey then made a motion to increase all employees' wages by 3% with Commissioner Frost supporting the motion. Further discussion caused this vote to be withdrawn. Commissioner Puruleski asked that the voting be separated into two different motions.

   Commissioner Coffey than offered a motion to provide a 3% increase to all employees, except the new director, Carrie Ferguson, and the office manager, Mary Taylor. With no further discussion, Commissioners Dolack, Frost, Puruleski, Coffey, Olmsted voted yes. There were no negative votes, and all were present.

   Commissioner Coffey then made a motion to increase the office manager's salary to $44,000 per year with Commissioner Frost supporting the motion. With no further discussion, a roll call vote was taken. Commissioners Frost, Dolack Coffey and Olmsted voted yes. Although Commissioner Puruleski abstained there were no negative votes, and all were present for the vote. **Attachment #17**

b. **Executive Director Contract – Start Date Change** – Director Myers stated that the contract between the Commission and Director Ferguson did not need changing as was first thought. Because Carrie was ill for the first two days of her employment, she just was not paid since no sick time had accrued.

DISCUSSION ITEMS –

Commissioner Coffey reminded the commission that this summer would be the 50th anniversary of Kirtland Terrace and though planning needed to begin. An anniversary planning committee of Director Ferguson, Gloria Frost and a member from the resident council was suggested. Commissioner Coffey said she would research a good time for this celebration to happen as she knows people in the community who could assist her with this.

ADJOURNMENT

Commissioner Coffey made a motion to adjourn the meeting at 11:18 a.m. with Commissioner Frost supporting the motion and all were in favor.

______________________ ______________________

President Secretary

January 29, 2019

Council Communication

RE: Wastewater Treatment Plant – HMA Reconstruction

The work includes the following approximate quantities of major items:

6,220	Syd	HMA Base Crushing and Shaping
500	Cyd	Excavation, Earth
230	Syd	Concrete Removal
700	Ton	Aggregate Base (21AA)
1,500	Ton	HMA, 4E1

On January 29, 2019 the City of Cadillac held a bid opening on the above referenced project. The following bids were received:

Contractor	Bid
Rieth-Riley Construction Co., Inc. Grawn, Michigan	$168,985.96
Crawford Contracting Mt. Pleasant, Michigan	$183,655.56
C.J.'s Excavating, Inc. Cadillac, Michigan	$189,269.16
Elmer's Crane & Dozer, Inc. Traverse City, MI	$209,280.52*

**Denotes correction made by engineer*

The contractor is anticipating work to commence on May 6, 2019 and complete construction around May 24, 2019.

Recommended Action

It is recommended that the contract for the Wastewater Treatment Plant – HMA Reconstruction Project be awarded to Rieth-Riley Construction Co., Inc. for the bid amount of $168,985.96**.**

In addition, a 10% contingency is requested for City engineer-approved field changes in unit quantity or scope, bringing the total recommended award to a total of **$185,884.56.**

The Engineer's estimate for this project was $171,655.00.