

City Council Meeting

July 15, 2019 6:00 p.m.

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



July 15, 2019 City Council Meeting Agenda 6 p.m. at City Hall – 200 N. Lake St. – Cadillac, MI 49601

We communicate openly, honestly, respectfully, and directly

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 June 17, 2019. Support Document III-A
- B. Minutes from the closed session held on June 17, 2019.
- IV. COMMUNITY SPOTLIGHT
 - A. Volunteer of the Year
- V. PROCLAMATION
 - A. Mayor's Fit City Challenge

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VI. PUBLIC HEARINGS

A. Public hearing to consider the conditional transfer of property from Clam Lake Township to the City of Cadillac pursuant to Act 425.

Support Document VI-A

B. Public hearing to consider adoption of Ordinance Adding Sections 42-208 and 42-209 and Amending Section 42-203 of the Cadillac City Code to Implement an Inspection Requirement for Fire Hydrants and to Set Conditions and Fee Schedules for Inspections. Support Document VI-B

VII. COMMUNICATIONS

- A. Northern District Fair Support Document VII-A
- B. Festival of the Arts
 Support Document VII-B
- C. Call to All Family Festival Support Document VII-C
- D. Rotary Club Concert <u>Support Document VII-D</u>
- E. After 26 Depot Music Festival Support Document VII-E

VIII. APPOINTMENTS

- A. Recommendation regarding reappointment to the Downtown Development Authority. <u>Support Document VIII-A</u>
- B. Recommendation regarding reappointment to the Housing Commission. <u>Support Document VIII-B</u>
- C. Recommendation regarding reappointment to the Election Commission. Support Document VIII-C

IX. CITY MANAGER'S REPORT

- A. Bids and recommendation regarding Street Sweeper. Support Document IX-A
- B. Bids and recommendation regarding Sewer Patch. Support Document IX-B

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X. INTRODUCTION OF ORDINANCES AND RESOLUTIONS

 A. Adopt resolution to introduce Joint Planning Commission Ordinance and set a public hearing for August 19, 2019.
 Support Document X-A

XI. MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

A. Wexford County Airport Authority Support Document XI-A

XII. PUBLIC COMMENTS

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

XIII. TABLED ITEMS

A. Ordinance Vacating a Portion of 10th Street and Reserving a Public Utility Easement in Favor of the City of Cadillac.

XIV. GOOD OF THE ORDER

XV. 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 – June 17, 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, Spoelman, Engels, King, Mayor Filkins

Council Absent: None

Staff Present: Roberts, Dietlin, Wolff, Homier, Wasson

APPROVAL OF AGENDA

2019-128 Approve agenda as amended.

Motion was made by Schippers supported by Engels to approve the agenda as amended to add a recommendation regarding a reappointment to the Downtown Development Authority under Appointments.

Motion unanimously approved.

PUBLIC COMMENTS

Bryan Elenbaas commented on the condition of Maple Hill Cemetery on Memorial Weekend.

Randy Lindell commented on the water/sewer rate increases and the pay raise given to the City Manager.

CONSENT AGENDA

2019-129 Approve consent agenda as presented.

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

Motion unanimously approved.

PUBLIC HEARINGS

A. Public hearing to consider adoption of Ordinance Vacating a Portion of 10th Street and Reserving a Public Utility Easement in Favor of the City of Cadillac.

City Attorney Homier described the portion of 10th Street that was not vacated from prior actions. He stated Cadillac Castings requested the City vacate that portion of 10th Street. He

noted that under the statute as well as the City Charter only notice by publication is required for the public hearing and Rexair may not be aware of the proposed vacation. He stated it could be problematic for them because it appears there is gate access to the Rexair site. He noted he is unsure if the gate is utilized but if so, this vacation will cut off access. He explained that even though the City provided all of the notice it is required to provide he believes the City needs to obtain additional information from Rexair before it proceeds with the proposed vacation. He recommended the public hearing be held and then the item be tabled to allow for communication with Rexair to determine if the proposed vacation will cause any problems for them.

Mayor Filkins opened the public hearing.

There were no public comments.

Mayor Filkins closed the public hearing.

Council Member King asked to be recused from the discussion and vote because his wife, Lorri King, has been consulted regarding the proposed vacation.

2019-130 Recuse Council Member King.

Motion was made by Engels and supported by Schippers to recuse Council Member King from the discussion and vote.

Motion unanimously approved.

2019-131 Table Ordinance Vacating a Portion of 10th Street.

Motion was made by Schippers and supported by Engels to table the Ordinance Vacating a Portion of 10th Street until further information is received.

Motion unanimously approved.

COMMUNICATIONS

A. Freedom Festival

Spoelman stated she was surprised the fireworks were going to be on Sunday night. She noted it seems like with the Fourth of July on Thursday the fireworks could have been held on Thursday, Friday, or Saturday night. She stated there may be a good reason the fireworks were scheduled for Sunday night but she was disappointed when she saw the schedule.

Mayor Filkins stated the fireworks may have been scheduled on Sunday night because it is the final day of the Freedom Festival.

Engels stated he believes someone from the organization sponsoring the event should be in attendance to answer questions from the Council.

Mayor Filkins asked if it would be appropriate to ask that the fireworks be moved to Saturday.

King stated he agrees it would be beneficial to have someone from the organization present to answer any questions about the event.

Spoelman stated at this point it would likely create issues to try to change the schedule. She encouraged City personnel involved in coordinating events to ask these types of questions in the future and to bring the events to Council earlier.

King asked if this can be approved conditionally with the intent to contact the event organizer to determine if the fireworks can be held on Saturday night instead of Sunday night.

Anthony Wolff, Fire Marshal, noted the potential issue is trying to schedule an alternative night with the fireworks contractor.

Owen Roberts, Director of Finance, asked if the issue is with the fireworks being held on Sunday or is it because they are not being held on the 4th of July.

Mayor Filkins stated the issue is with the fireworks being held on Sunday.

Roberts stated City personnel will work on timing and coordination of fireworks in the future. He noted the City will also encourage the sponsoring organization to be present when the event is brought to the Council.

2019-132 Approve requests for Freedom Festival.

Motion was made by Engels and supported by King to approve the requests for the Freedom Festival as presented.

Ayes: Schippers, Engels, King, Mayor Filkins

Nays: Spoelman

Motion carried.

B. UpBeat Cadillac

Mayor Filkins stated she wanted to make a general comment about festivals/concerts held at the City Park or at the Rotary Performing Arts Pavilion. She requested that City personnel ensure people are parking in designated parking places rather than on Lake St. in the portion that has been closed. She added performers are supposed to be pulling their vehicles in, offloading their equipment, and then moving their vehicles so the vehicles are not blocking the view of the lake.

2019-133 Approve street closure for UpBeat Cadillac.

Motion was made by Schippers and supported by King to approve the closure of Lake St. between Harris St. and Cass St. from 6:00 pm to 10:00 pm on Thursdays from June 20, 2019 through August 22, 2019 for UpBeat Cadillac.

Motion unanimously approved.

C. Clam Lake Band

2019-134 Approve street closure for Clam Lake Band.

Motion was made by Schippers and supported by King to approve the closure of Lake St. between Harris St. and Cass St. from 6:30 pm to 8:30 pm on Mondays from July 1, 2019 through August 12, 2019 for the Clam Lake Band.

Motion unanimously approved.

D. Cadillac Area Community Foundation 30th Anniversary Celebration

2019-135 Approve alcoholic beverages at the Market for Cadillac Area Community Foundation. Motion was made by Spoelman and supported by Schippers to approve alcoholic beverages at the Market from 6:00 pm to 8:00 pm on June 26, 2019 for the Cadillac Area Community Foundation 30th Anniversary Celebration.

Motion unanimously approved.

Spoelman noted the next City Council meeting is scheduled for July 15, 2019. She stated she submitted a street closure application on behalf of the Rotary Club for a concert to be held on July 12, 2019. She requested the agenda be amended to add the street closure request.

Spoelman noted the concert on July 12, 2019 features Luke Winslow King

2019-136 Amend agenda to add street closure for Rotary Club concert.

Motion was made by King and supported by Engels to amend the agenda to include consideration of the street closure from 6:00 pm to 10:00 pm on July 12, 2019 for the Rotary concert as described by Council Member Spoelman.

Motion unanimously approved.

2019-137 Approve street closure for Rotary Club concert.

Motion was made by Engels and supported by Spoelman to approve the closure of Lake St. between Harris St. and Cass St. from 6:00 pm to 10:00 pm on July 12, 2019 for the Rotary concert.

Motion unanimously approved.

<u>APPOINTMENTS</u>

A. Recommendation regarding reappointment to the Brownfield Redevelopment Authority.

2019-138 Approve reappointment to the Brownfield Redevelopment Authority.

Motion was made by Schippers and supported by King to approve the reappointment of Regan O'Neill to the Brownfield Redevelopment Authority for a 3-year term to expire on May 19, 2022.

Schippers thanked Regan O'Neill for his years of service.

Motion unanimously approved.

B. Recommendation regarding reappointment to the Downtown Development Authority.

2019-139 Approve reappointment to the Downtown Development Authority.

Motion was made by Engels and supported by Spoelman to approve the reappointment of Brian Kelsey to the Downtown Development Authority for a 4-year term to expire on June 16, 2023.

Motion unanimously approved.

CITY MANAGER'S REPORT

A. Set a public hearing for July 15, 2019 to consider the conditional transfer of property from Clam Lake Township to the City of Cadillac pursuant to Act 425.

City Attorney Homier stated the parties have agreed on a tentative settlement. He noted they are working to finalize the documents and they are targeting a date no later than June 28, 2019 for entry of the Interim Stipulated Order which sets the settlement process in motion. He stated the process requires a public hearing prior to approval of the Act 425 Agreement.

Homier stated all documents have been executed regarding the Lake Mitchell Sewer Authority issue and the case has been dismissed. He added we have signed contracts with appropriate exhibits.

2019-140 Set public hearing regarding Act 425 Agreement.

Motion was made by Schippers and supported by Spoelman to set a public hearing for July 15, 2019 to consider the conditional transfer of property from Clam Lake Township to the City of Cadillac pursuant to Act 425.

Motion unanimously approved.

B. Bids and recommendation regarding Submersible Sewage Pumps.

Roberts stated the Whaley Street Lift Station is experiencing issues with the pumps at the site that require substantial and regular work to maintain safe and adequate flow of waste in the sewer system. He noted over the past few months there have been a large number of emergency calls on the alarm. He added one of the pumps failed last night and is currently being worked on.

Roberts stated competitive bids for replacement of the pumps were solicited. He noted Kennedy Industries was the only bidder that met the full bid specifications. He stated it is being recommended that the purchase of two (2) submersible sewage pumps be awarded to Kennedy Industries in the amount of \$98,510. He added funds are available in the Water and Sewer Fund.

2019-141 Award purchase of Submersible Sewage Pumps.

Motion was made by Schippers and supported by Engels to award the purchase of two (2) Submersible Sewage Pumps to Kennedy Industries in the amount of \$98,510.

Motion unanimously approved.

INTRODUCTION OF ORDINANCES AND RESOLUTIONS

A. Adopt resolution to introduce Ordinance Adding Sections 42-208 and 42-209 and Amending Section 42-203 of the Cadillac City Code to Implement an Inspection Requirement for Fire Hydrants and to Set Conditions and Fee Schedules for Inspections and set a public hearing for July 15, 2019.

Roberts stated the ordinance will require some further evidence of work regarding private fire hydrants that are connected to the system. He noted it is designed to help ensure that if the Fire Department must connect to a private hydrant they can connect with confidence.

Spoelman asked if the hydrants will need to be inspected twice annually.

Jeff Dietlin, Director of Utilities, stated City owned hydrants are inspected in the spring and in the fall. He noted the Fire Department has encountered issues with private hydrants on several occasions. He stated the ordinance will require inspections twice per year and the inspections can be conducted by a private contractor or by the City.

2019-142 Set public hearing for Ordinance 2019-10.

Motion was made by Schippers and supported by King to adopt the resolution to introduce Ordinance Adding Sections 42-208 and 42-209 and Amending Section 42-203 of the Cadillac City Code to Implement an Inspection Requirement for Fire Hydrants and to Set Conditions and Fee Schedules for Inspections and set a public hearing for July 15, 2019.

Motion unanimously approved.

MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

A. Downtown Development Authority

PUBLIC COMMENTS

There were no public comments.

GOOD OF THE ORDER

Schippers stated the Mayor's Youth Council is sponsoring another movie night (live-action Beauty and the Beast) at 9:30 pm on July 22, 2019.

Spoelman stated the Rotary Club concerts will be held on July 12, 2019 (featuring Luke Winslow King) and on July 17, 2019 (featuring Cambio).

Homier stated statutorily the raising of water and sewer rates has nothing to do with providing raises to City personnel. He noted they are enterprise funds and those monies can only be used for water and sewer maintenance or installation.

CLOSED SESSION

Adjourn to closed session for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement.

2019-143 Adjourn to closed session.

Motion was made by Spoelman and supported by Engels to adjourn to closed session for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement; invite Jeff Dietlin, Director of Utilities.

Motion unanimously approved.

2019-144 Return to open session.

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

Motion unanimously approved.

Roberts stated it is being recommended to consider a motion to approve the United Steel Workers Local Union No. 14317 Collective Bargaining Agreement (Effective July 1, 2019 through June 30, 2022) as presented.

2019-145 Approve United Steel Workers Collective Bargaining Agreement.

Motion, as stated by Roberts, was made by Spoelman and supported by Schippers.

Motion unanimously approved.

<u>ADJOURNMENT</u>

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



Mayor Carla J. Filkins

Mayor Pro-Tem Shari Spoelman

Councilmembers Tiyi Schippers Stephen King Robert J. Engels

NOTICE OF PUBLIC HEARING ON AGREEMENT FOR THE CONDITIONAL TRANSFER OF PROPERTY

NOTICE IS HEREBY GIVEN that the City Council of the City of Cadillac will hold a public hearing at the Council Chambers, Cadillac Municipal Complex, 200 Lake Street, Cadillac, Michigan, on **July 15, 2019 at 6:00 p.m.**, concerning a proposed "Agreement for the Conditional Transfer of Property" between the City and Clam Lake Township pursuant to Public Act 425 of 1984 ("Act 425 Agreement").

The Act 425 Agreement would conditionally transfer certain property located in Clam Lake Township (including but not limited to certain property commonly known as Cadillac Junction) to the jurisdiction of the City, subject to the terms and conditions of the Act 425 Agreement. A copy of the proposed Act 425 Agreement is available for examination at the office of the City Clerk during business hours, and copies may be provided at a reasonable charge.

The City of Cadillac complies with the "Americans with Disabilities Act." If auxiliary aids or services are required at a public meeting for individuals with disabilities, please contact Sandra Wasson, City Clerk, at least three (3) business days prior to any such meeting.

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 Robert J. Engels Stephen King

RESOLUTION NO. 2019-____

RESOLUTION TO APPROVE AGREEMENT FOR THE CONDITIONAL TRANSFER OF PROPERTY BETWEEN THE CITY OF CADILLAC AND TOWNSHIP OF CLAM LAKE

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 15th day of July, 2019, at 6:00 p.m.

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

WHEREAS, pursuant to Act 425 of 1984, as amended, MCL 124.21, et seq. ("Act 425"), the City Council for the City of Cadillac and the Township Board of the Township of Clam Lake, for the purposes of an economic development project, have considered a proposed Agreement for the Conditional Transfer of Property (the "Agreement") from Clam Lake Township to the City of Cadillac, involving property that is described and depicted by the attached Exhibit A; and

WHEREAS, the City Council for the City of Cadillac, has considered the factors listed in Section 3 of Act 425 and the Act 425 Transfer Report attached at Exhibit B; and

WHEREAS, pursuant to Act 425, the City Council for the City of Cadillac held a public hearing on July 15, 2019, regarding the proposed Agreement, notice of which was given in a

manner required by law; and

WHEREAS, the City Council for the City of Cadillac has determined it to be in the best interests of the public health, safety and welfare to enter into the proposed Agreement.

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

- 1. The City Council for the City of Cadillac hereby approves and authorizes the City to enter into the Agreement for the Conditional Transfer of Property described above.
- 2. If, within thirty (30) days following the public hearing held on July 15, 2019, a petition signed by 20% or more of the registered electors residing within the property to be transferred as described on Exhibit A has not been filed pursuant to Section 5(3) of Act 425, the City Clerk and the Mayor are authorized and directed to execute the Agreement for the Conditional Transfer of Property on behalf of the City, with any non-substantive changes recommended by the City Attorney.
- 3. Upon execution of the Agreement by the City Clerk for the City of Cadillac and the Mayor for the City of Cadillac, and the Clerk of Clam Lake Township and the Supervisor of Clam Lake Township, the City Clerk is hereby authorized and directed to file a duplicate original of the Agreement with the Wexford County Clerk and with the Secretary of State. The Agreement for the Conditional Transfer of Property shall take effect on the date upon which it is so filed.
- 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) ss)		
-	ion No. 2019, dul	dillac, hereby certify this to be a true ly adopted at a regular meeting of the	
		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
Robert Engels
Stephen King

EXHIBIT A

LEGAL DESCRIPTION OF TRANSFERRED AREA

EXHIBIT A

TRANSFERRED AREA

The Transferred Area is intended to include all of the property covered by the First Amended Development Agreement (Exhibit E to the Act 425 Agreement) *plus* additional parcels owned by TeriDee, Cadillac Investment Associates, and other owners indicated below, and all of the Southern portion of the M-55 Right of Way that spans from the City's existing boundary at Crosby Road and stretching East to the Easternmost boundary of Parcel No. 2209-CL021109. The satellite parcel maps attached as Exhibit 1 to this Exhibit A visually depict the area intended to be transferred, and it is expressly agreed by the parties that any defect in legal description below will be corrected to reflect the intent of the parties.

Description of Property owned by the John F. Koetje Trust and Delia Koetje Trust:

Part of the NE fractional 1/4, Section 2, T21N, R9W, City of Cadillac, Wexford County, Michigan, described as: Commencing at the East 1/4 corner of said Section 2; thence N88°40'29"W 5.38 feet along the South line of said NE fractional 1/4 to the PLACE OF BEGINNING of this description; thence N88°40'29"W 1285.73 feet along said South line to the East line of the West 1/2 of said NE fractional 1/4; thence N00°57'32"E 2557.39 feet along said East line; thence S89°07'47"E 108.56 feet; thence N01°24'56"E 100.00 feet along the West line of the East 1203 feet of said NE fractional 1/4; thence S89°07'47"E 116.00 feet; thence S01°24'56"W 100.00 feet; thence S89°07'47"E 103.33 feet; thence S01°04'24"W 15.00 feet; thence S89°07'47"E 327.89 feet along the South line of the North 383 feet of said NE fractional 1/4; thence S01°11'25"W 118.53 feet to the centerline of a MichCon Gas line easement; thence S17°58'43"E 859.13 feet and S11°17'05"E 1658.18 feet along said centerline to the place of beginning.

Parcel No. 2209-CL021121

That part of Section 2, Town 21 North, Range 9 West, Haring Township, Wexford County, Michigan, described as: Commencing 268 feet South and 1087 feet West of the Northeast corner of said Section 2; thence West 116 feet; thence South 115 feet; thence East 116 feet; thence North to the place of beginning. Subject to and together with an easement over the Southerly 66 feet of the Northerly 449 feet and the Westerly 66 feet of the Easterly 970 feet of the Northerly 386 feet of the Northeast 1/4 of the Northeast 1/4.

Description of Property owned by TERIDEE, LLC:

Part of the NE fractional 1/4, Section 2, T21N, R9W, City of Cadillac, Wexford County, Michigan, described as: Commencing at the North 1/4 corner of said Section 2; thence S00°29'56"W 152.03 feet along the West line of said NE fractional 1/4 to the Easterly line of US-131 right of way and the PLACE OF BEGINNING of this description; thence N45°52'23"E 118.05 feet along said Easterly line to the Southerly line of M-55 right of way; thence S89°07'51"E 149.82 feet along said Southerly line; thence S00°52'09"W 371.81 feet; thence S89°07'51"E 311.89 feet; thence Northerly 98.81 feet along a 936.00 foot radius curve to the left, the chord of which bears N17°07'07"W 98.76 feet; thence Northerly 200.23 feet along a 546.00 foot radius curve to the right, the chord of which bears N09°38'13"W 199.11 feet; thence

N00°52'09"E 90.65 feet to the Southerly line of M-55 right of way; thence S89°07'47"E 535.02 feet along said Southerly line; thence S00°57'32"W 300.00 feet; thence S89°07'47"E 300.00 feet to the East line of the West 1/2 of said NE fractional 1/4; thence S00°57'32"W 2565.39 feet along said East line to the South line of said NE fractional 1/4; thence N88°40'29"W 1291.11 feet along said South line to the center of Section 2; thence N00°29'56"E 2763.19 feet along the West line of said NE fractional 1/4 to the place of beginning.

Parcel No. 2209-CL021122

The West 349 feet of the South 100 feet of the North 368 feet of the East 1/2 of the Northeast 1/4 of Section 2, Town 21 North, Range 9 West, Haring Township, Wexford County, Michigan, lying East of a North/South line which is 1087 feet West of the East line of said Section 2. Subject to and together with an easement over the Southerly 66 feet of the Northerly 449 feet and the Westerly 66 feet of the Easterly 970 feet of the Northerly 386 feet of the Northeast 1/4 of the Northeast 1/4.

Parcel No. 2209-CL021109

That part of Section 2, Town 21 North, Range 9 West, Haring Township, Wexford County, Michigan, described as: Commencing 904 feet West of the Northeast corner of said Section 2; thence South 268 feet; thence West 100 feet; thence North 268 feet; thence East 100 feet. Subject to a 66-foot wide easement on the East side thereof.

Parcel No. 2209-CL021119

The South 100 feet of the North 368 feet of the East 1/2 of the Northeast 1/4 EXCEPT that part lying West of a line commencing 779 feet West of the East section line; ALSO EXCEPT the East 600 feet thereof; subject to and together with an easement over the Southerly 66 feet of the Northerly 449 feet of the Westerly 66 feet of the Easterly 970 feet of the Northerly 386 feet of the Northeast 1/4 of the Northeast 1/4, Section 2, Town 21 North, Range 9 West.

Parcel No. 2209- CL021120

The West 349 feet of the South 100 feet of the North 368 feet of the East 1/2 of the Northeast 1/4 of Section 2, Town 21 North, Range 9 West, Haring Township, Wexford County, Michigan, lying West of a North/South line which is 1203 feet West of the East line of said Section 2. Subject to and together with an easement over the Southerly 66 feet of the Northerly 449 feet and the Westerly 66 feet of the Easterly 970 feet of the Northerly 386 feet of the Northeast 1/4 of the Northeast 1/4.

Description of J & H Oil Parcel:

Parcel No. 2209-CL21201-01

Part of the NE fractional 1/4, Section 2, T21N, R9W, City of Cadillac, Wexford County, Michigan, described as: Commencing at the North 1/4 corner of said Section 2; thence S89°07'47"E 234.28 feet along the North line of said NE fractional 1/4; thence S00°52'09"W 68.56 feet to the South line of M-55 and the PLACE OF BEGINNING of this description; thence S89°07'51"E 230.10 feet, N00°57'32"E 8.55 feet and S89°07'47"E 14.98 feet along said South line; thence S00°52'09"W 90.65 feet; thence Southerly 200.23 feet along a 546.00 foot radius curve to the left, the chord of which bears S09°38'13"E 199.11 feet; thence Southerly 98.81 feet

along a 936.00 foot radius curve to the right, the chord of which bears S17°07'07"E 98.76 feet; thence N89°07'51"W 311.89 feet; thence N00°52'09"E 371.81 feet to the place of beginning.

Description of Combs Parcel:

Parcel No. 2209-CL021202

A parcel of land in Section 2, Town 21 North, Range 9 West, Haring Township, Wexford County, Michigan described as: Commencing at the intersection of the Northeast corner of the West 1/2 of the Northeast 1/4 and the South right-of-way line of Highway M-55; thence South 300 feet; thence West 300 feet; thence North 300 feet; thence East to beginning; EXCEPT the relocated Highway M-55 right-of-way.

Description of Property owned by James Vanderlaan Roth IRA:

Parcel No. 2209-CL021110

The East 105 2/3 feet of the West 316 feet of the North 268 feet of the East 1/2 of the Northeast 1/4 of Section 2, Town 21 North, Range 9 West, Haring Township, Wexford County, Michigan, EXCEPT the relocated Highway M-55 right-of-way.

Descriptions of Cadillac Investment Associates Parcels

Parcel No. 2109-02-4101

The Southeast Quarter of Section 2, Township 21 North, Range 9 West.

Parcel No. 2109-EA-0101

The Northwest Quarter (NW ¼) of the Northeast Quarter (NE ¼) of Section 11, Township 21 North, Range 9 West, also sometimes known as Plat of Ellsworth's Addition to the City of Cadillac, Wexford County, Michigan, Block 1, Lots 1-28, inclusive; Block 2, Lots 1-28, inclusive; Block 3, Lots 1-28, inclusive; Block 4, Lots 1-28, inclusive; Block 5, Lots 1-28, inclusive; Block 6, Lots 1-28, inclusive; Block 7, Lots 1-28, inclusive; Block 8, Lots 1-28, inclusive, according to the plat thereof.

Parcel No. 2109-01-3101

The East Half (E ½) of the Southwest Quarter (SW ¼) of Section 1, Township 21 North, Range 9 West; and the South Half (S ½) of the Southeast Quarter (SE ¼) of Section 1, Township 21 North, Range 9 West; and the Northwest Quarter (NW ¼) of the Southwest Quarter (SW ¼) of Section 1, Township 21 North, Range 9 West.

Parcel No. 2109-12-2201

The Northwest Quarter (NW ¼) of the Northwest Quarter (NW ¼) of Section 12, Township 21 North, Range 9 West.

Parcel No. 2109-11-2101-01

The Northeast ¼ of the Northwest ¼ and that part of the Northwest ¼ of the Northwest ¼ lying North of the Ann Arbor Railroad Company's right of way and Southeasterly of Highway EXCEPT Highway US-131 right-of-way, Section 11, Township 21 North, Range 9 West.

Parcel No. 2109-01-3301

The Southwest ¼ of the Southwest ¼ of Section 1, Township 21 North, Range 9 West. **Descriptions of MDOT Property:**

Parcel No. 2209-CL022204

A parcel commencing 66 feet South of the Northwest corner of Section 2, Township 21 North, Range 9 West, then South 150 feet; East 300 feet; North 150 feet; then West to point of beginning, EXCEPT relocated M-55 Highway & EXCEPT clear vision area

(The Southern portion of the M-55 ROW adjacent and/or occupying this parcel is included in the Transferred Area as further described below).

Parcel No. 2209-CL022202

That part of the West ¼ of the Northwest ¼ of lying North of a line described as commencing 836.1 feet South of the Northwest Corner of Section 2, Township 21 North, Range 9 West; then East 241.7 feet, then continuing East 425 feet to the East line of the West ¼ of the Northwest ¼ thereof & ending, EXCEPT the North 210 feet of the West 370 feet and Except commencing 210 feet South of the Northwest Corner; then South 626.1 feet, East 241.7 feet, North 626.1 feet, West to Beginning and EXCEPT highway right-of-way,

Parcel No. 2209-CL022101

FR Ly E ½ of FR L NW ¼, Section 2, Township 21 North Range 9 West; EXCEPT that part lying west of the Westernmost boundary of the US 131 ROW.

Parcel No. 2109-02-3401

The Southeast ¼ of the Southwest ¼ of Section 2, Township 21 North, Range 9 West; EXCEPT that part of Southeast ¼ of the Southwest ¼ lying Northwesterly of a line described as commencing 704.93 feet West from center of Section; then South 2°10'26" East 47.98 feet; South 15° 21'17" West 2218.34 feet; North 57° 07'00" West 63 feet; South 39° 41' 15" West 857.72 feet; South 46°29' 30" West 500 feet to point of ending.

The MDOT ROW that occupies this parcel is not part of the Transferred Area.

Parcel No. 2109-02-3101 (See Map attached at Exhibit 1)

Parcel ROW (US 131): (See Map attached at Exhibit 1)

All of the MDOT ROW for US 131/M-55 Interchange depicted on Exhibit 1 and extending from and inclusive of the Southern part of the M-55 ROW, to the Southernmost boundary of Parcel No. 2209-CL022101.

Parcel ROW (M-55):

That Southern portion of the M-55 ROW commencing at the City's existing boundary at Crosby Road and stretching East to the Easternmost boundary of Parcel No. 2209-CL021109.

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City Council

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

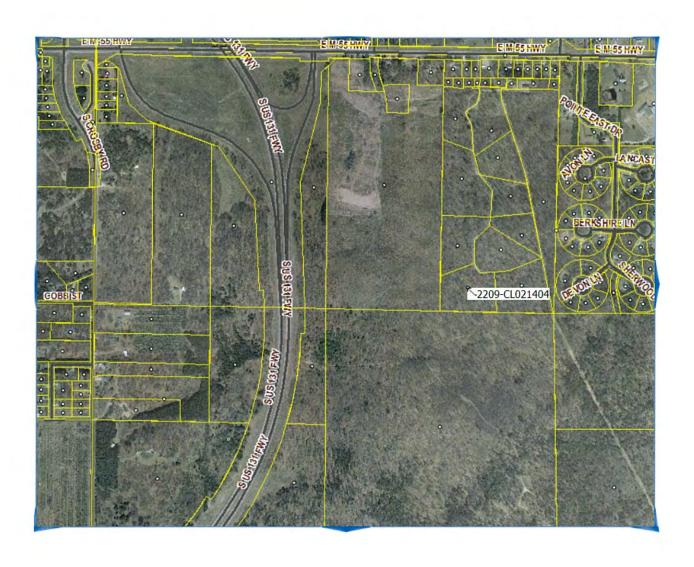


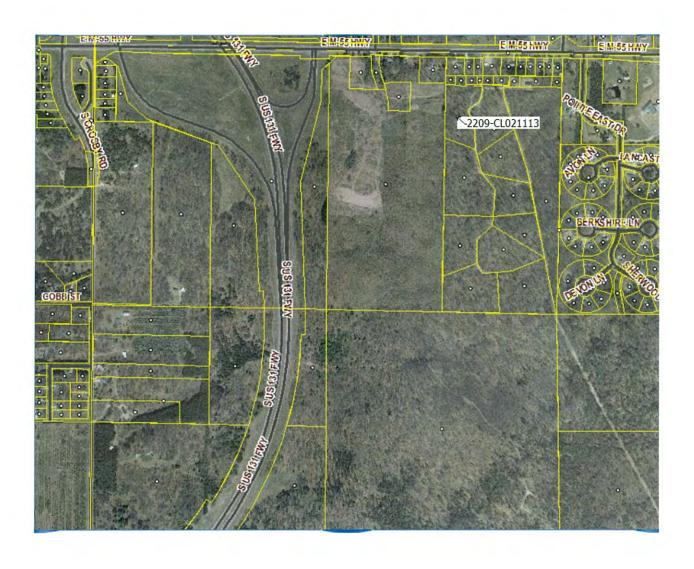
Mayor Carla J. Filkins

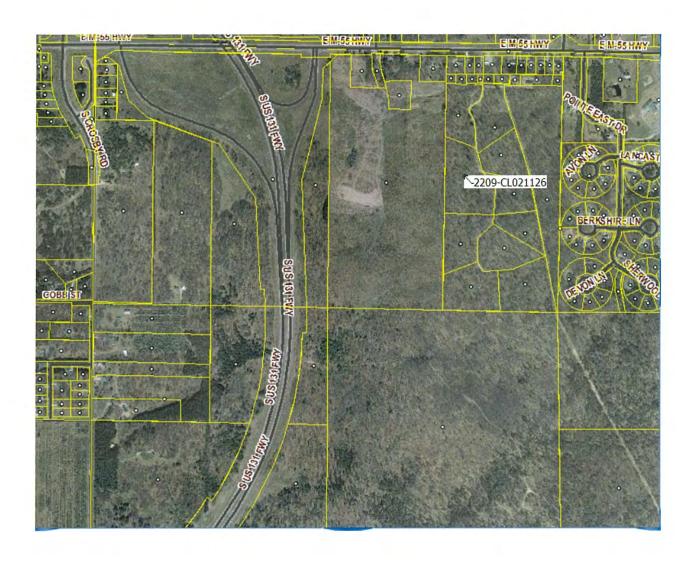
Mayor Pro-Tem Shari Spoelman

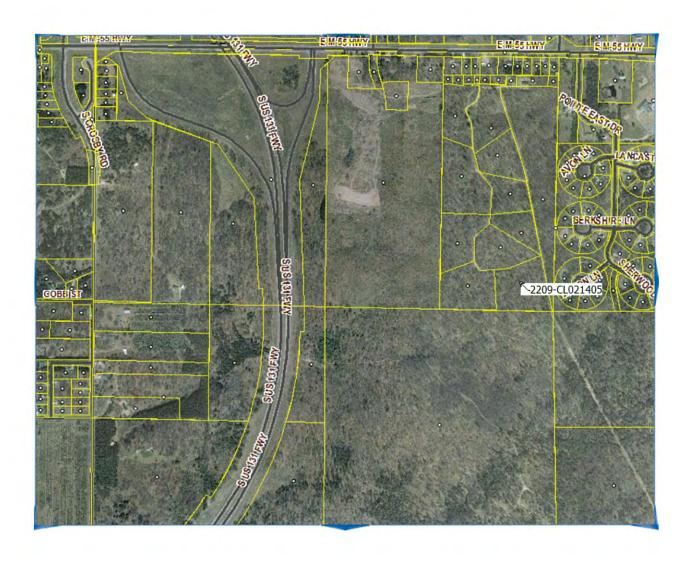
Councilmembers
Tiyi Schippers
Robert Engels
Stephen King

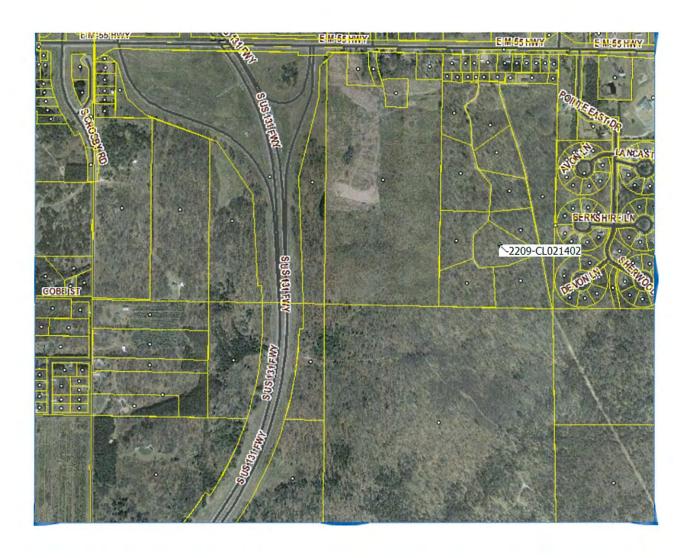
EXHIBIT A.1 MAPS OF TRANSFERRED AREA



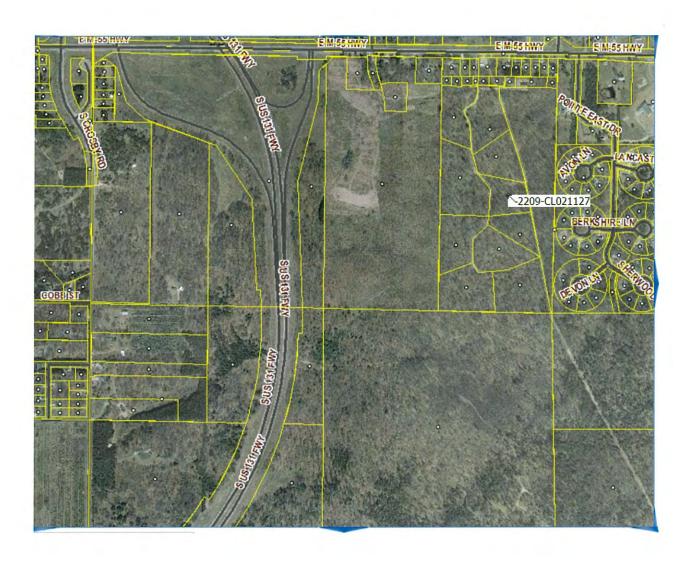




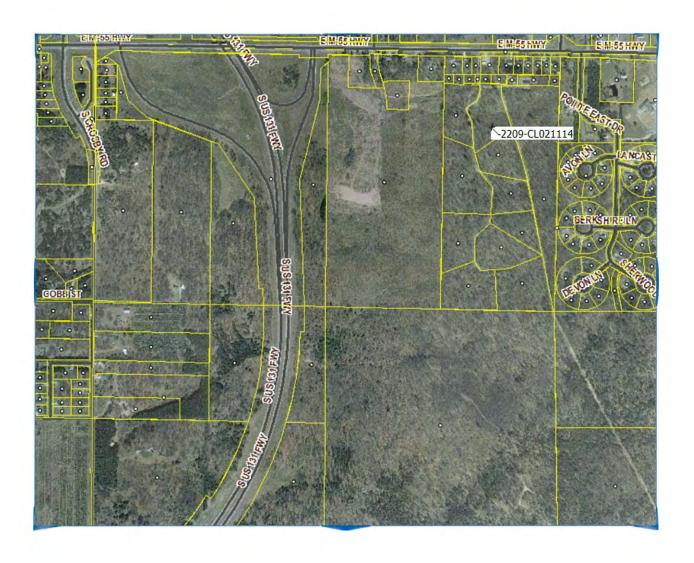


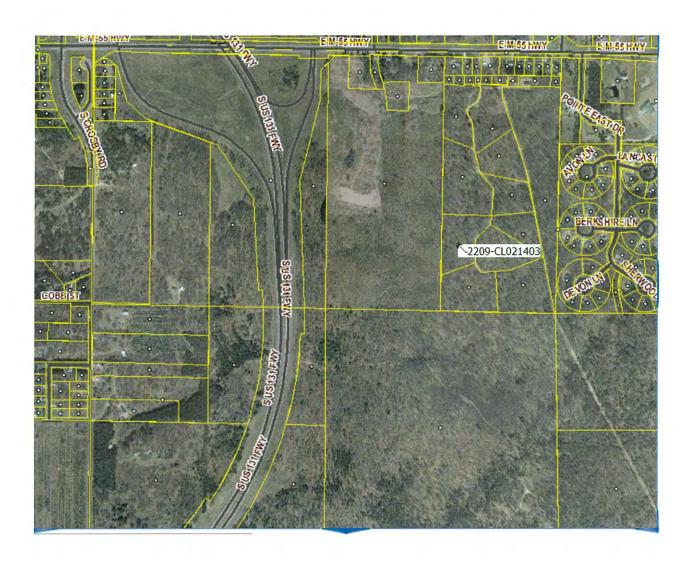


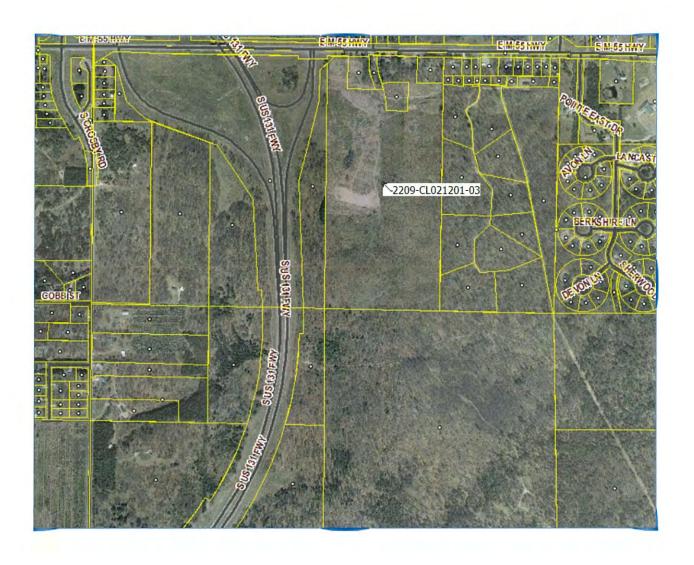


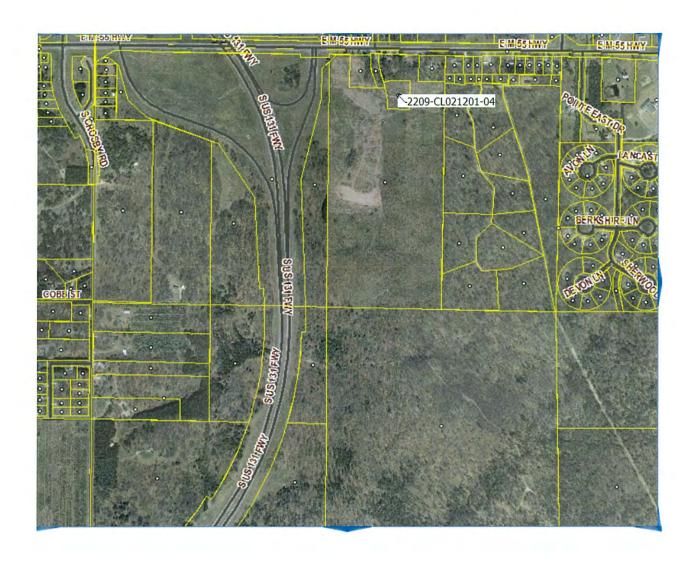


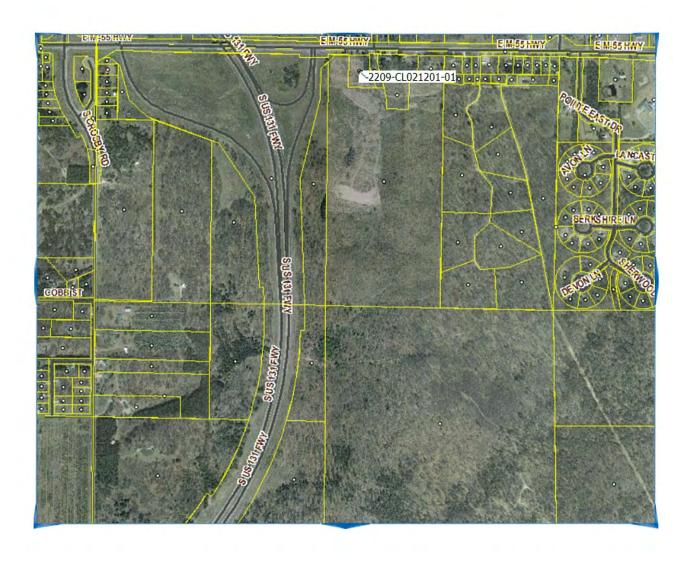


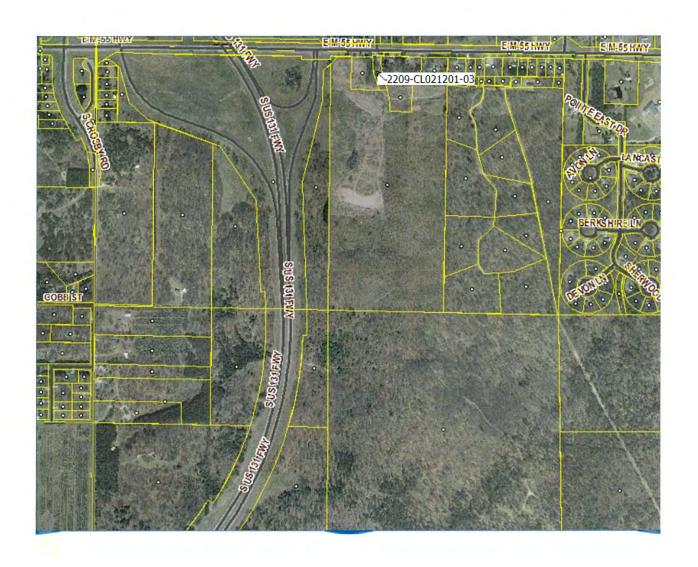


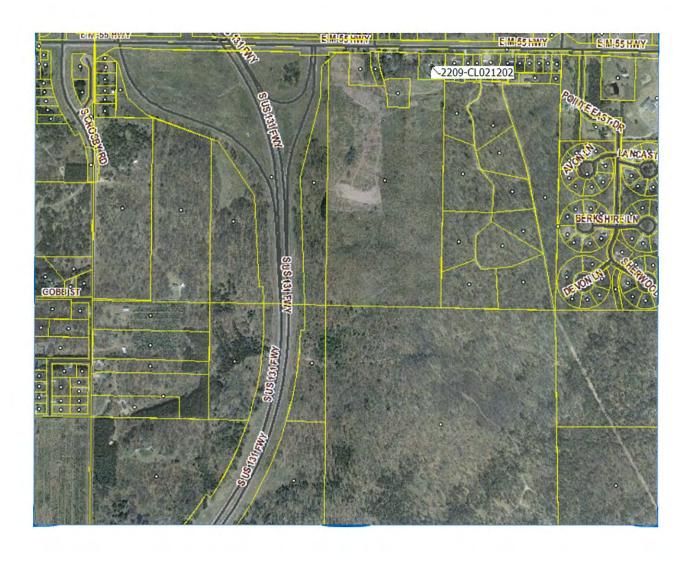




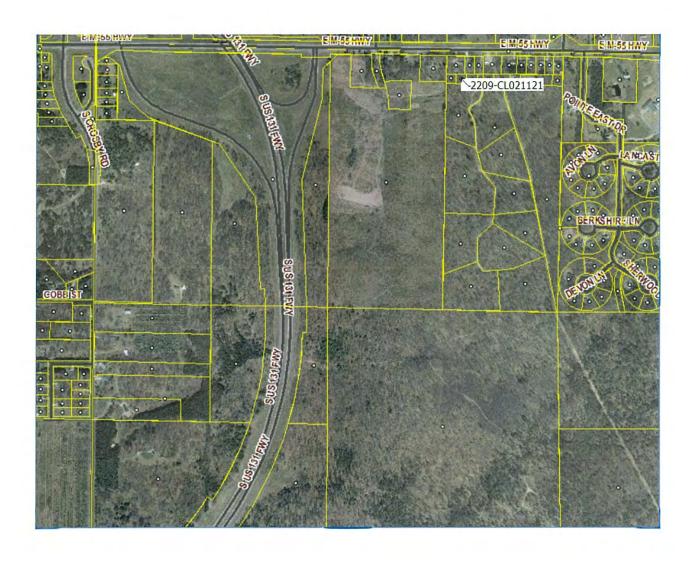


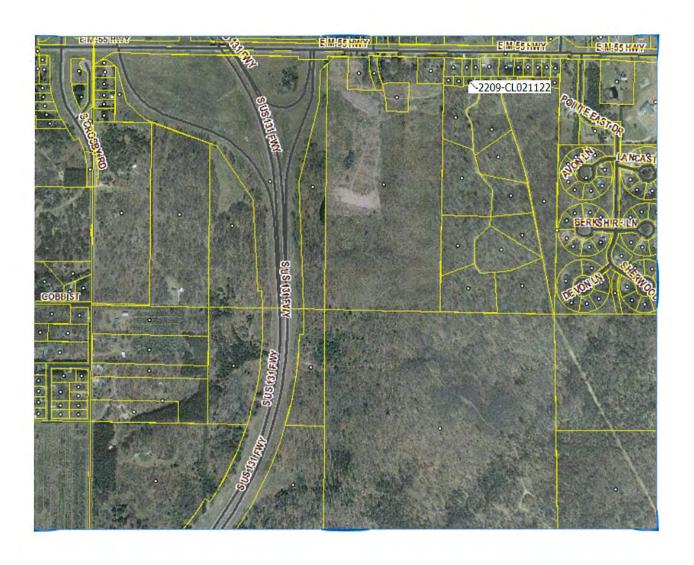








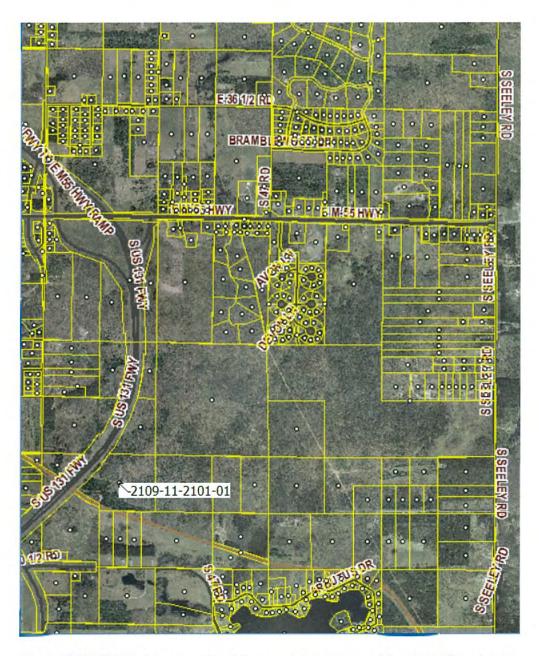




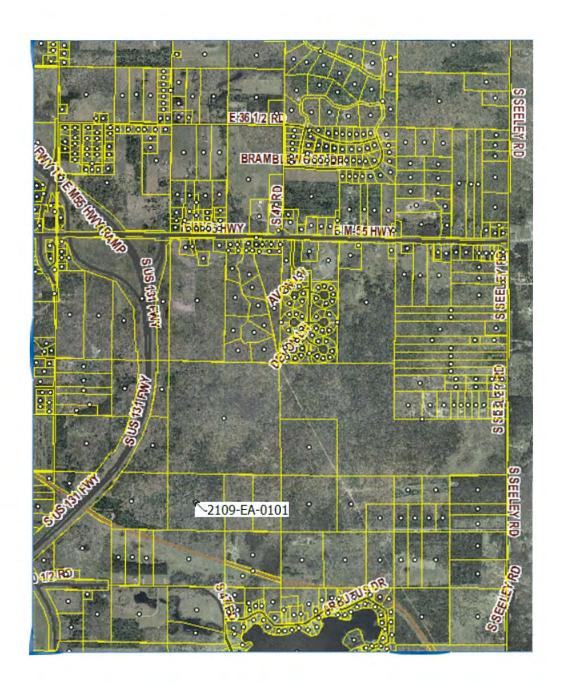








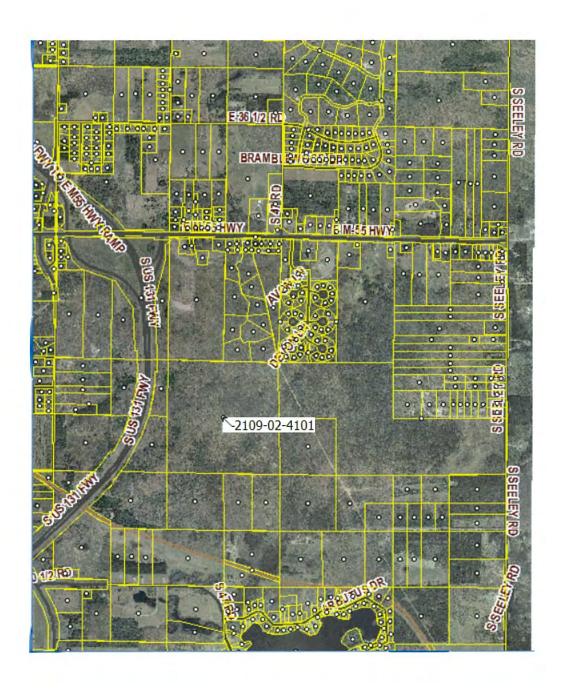
The MDOT ROW that occupies this parcel is not part of the Transferred Area.





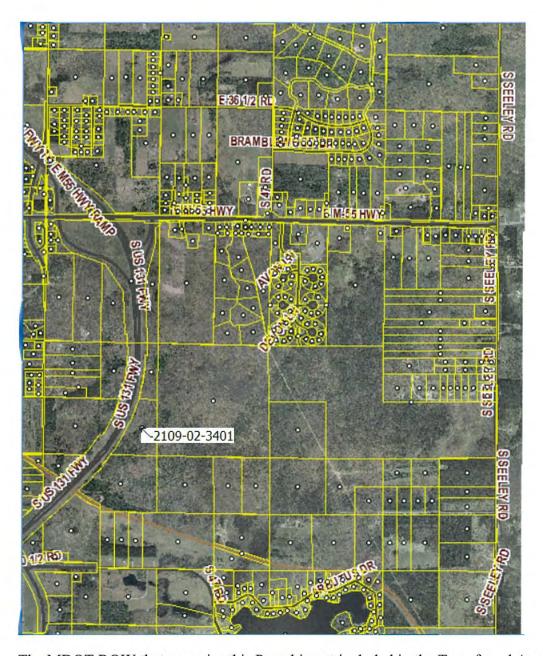




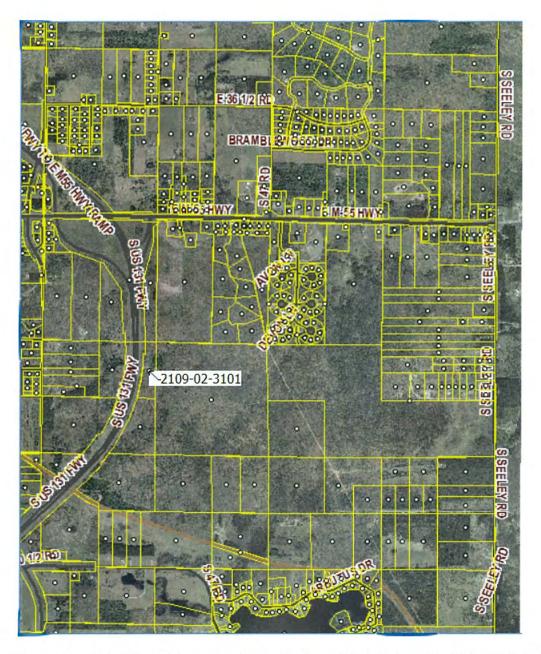




That Southern portion of the M-55 ROW depicted above commencing at the City's existing boundary at Crosby Road and stretching East to the Easternmost boundary of Parcel No. 2209-CL021109.



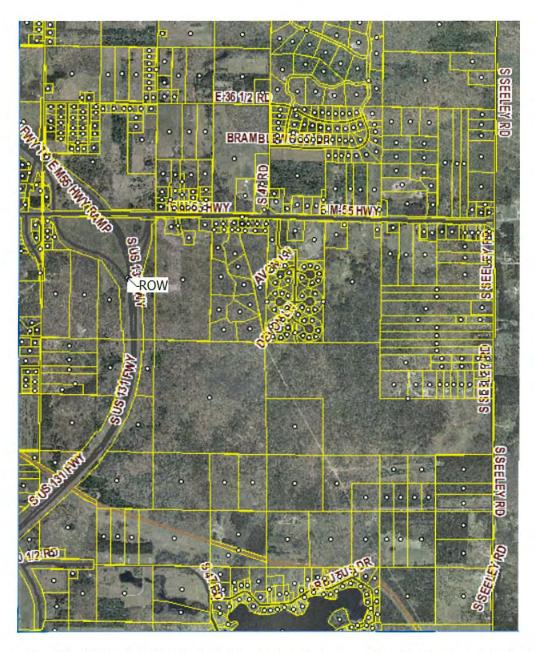
The MDOT ROW that occupies this Parcel is not included in the Transferred Area.



Parcel No. 2109-02-3101 spans both the East and West Sides of the US 131 ROW. The only portion of this parcel that is included in the Transferred Area is that portion lying East of the Easternmost boundary of the US -131 ROW.



Parcel No. 2209-CL022101 spans both the East and West side of the US131 FWY. This depiction identifies the part of the parcel on the East side of US 131 FWY. The part of the parcel that lies West of the Westernmost boundary of the US 131 ROW is not included in the Transferred Area. The US 131 ROW that occupies this parcel is included in the Transferred Area.



All of the MDOT ROW for US 131 depicted above, extending from and inclusive of the Southern part of the M-55 ROW, to the Southernmost boundary of the entirety of Parcel No. 2209-CL022101.





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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
Robert Engels
Stephen King

EXHIBIT B ACT 425 TRANSFER REPORT

ACT 425 PROPERTY TRANSFER REPORT

<u>Factors for Consideration for Proposed Transfer:</u> Cadillac Junction and Cadillac Investments Associates Economic Development Project

This Act 425 Property Transfer Report is prepared pursuant to Act 425 of 1984, Intergovernmental Conditional Transfer of Property by Contract, MCL § 124.21 et seq, for consideration by the City of Cadillac ("City") and the Township of Clam Lake ("Clam Lake") in regard to the proposed conditional transfer of property commonly known as the proposed "Cadillac Junction" and the property owned by Cadillac Investments Associates. The property proposed to be transferred is legally described as shown on the attached Exhibit A (the "Property") and will be referred to herein as "the Property".

General Considerations

The Property is physically located immediately south of M-55 and directly east of the US 131 M-55 interchange and stretches as far south as the railroad tracks. The northern part of the Property is comprised of parcels owned by TeriDee, LLC, ("TeriDee") the John F. Koetje Trust and the Delia Koetje Trust, (the "Koetje Trusts") the James VanderLaan Roth IRA, the Hop Family and Eschol and Diane Combs. Collectively, this northern part of the Property is subject to a First Amended Development Agreement executed between TeriDee, the Hop Family, the Koetje Trusts, and the City (the "Development Agreement") that provides for a Mixed-Use development consistent with the City's Zoning Ordinance, as more fully explained below. That mixed use development is commonly known and will be referred to herein as "Cadillac Junction."

The southern part of the Property is owned by Cadillac Investments Associates and will be developed for mixed uses in accordance with an economic development plan for the property as more fully explained below. The parcels that make up the southern part of the Property are entirely vacant and some are landlocked. The transfer of this southern part of the Property will provide ingress and egress and the extension of public utilities upon development as contemplated and permitted under the Development Agreement. The southern part of the Property will be referred to herein as "the Cadillac Investments parcels."

The Property is also comprised of those portions of the M-55 and US-131 interchange, and associated rights of way along M-55 and US-131, together with parcels immediately adjacent to those rights-of-way owned by the Michigan Department of Transportation ("MDOT").

Generally speaking, the Property as a whole is mostly undeveloped and stretches to just east of the Emmanuel Lutheran Church and runs on an angle as far south as the railroad tracks. The only existing development is on the Cadillac Junction part of the Property and consists of a vacant four unit commercial building and a gas station/convenience store housing a Tim Hortons food service restaurant. The Property included in the proposed Act 425 Transfer is necessary to facilitate access and provide public utilities to further promote the economic development project in Cadillac Junction and on the Cadillac Investments parcels, which both include the

development of mixed-uses, consisting of commercial, research and development, single and multiple family residential uses.

Pursuant to a June 26, 2014 decision by the State Boundary Commission, portions of Cadillac Junction were annexed to the City. That order of annexation was subsequently vacated and is currently under appeal to the Michigan Court of Appeals in docket numbers 340852 and 340854. The City, TeriDee, and the Townships are also parties to two related pending actions in the Wexford County Circuit Court: TeriDee LLC v Clam Lake Township and Haring Charter Township, Case No. 13-24803-CH, and City of Cadillac v Haring Charter Township and Clam Lake Township, Case No. 17-27610-CZ, The proposed Act 425 transfer is contemplated in part to resolve the dispute pending in the Court of Appeals and the underlying litigation with regard to the disputed annexation order of the State Boundary Commission on June 26, 2014.

Population Characteristics

(1) Composition of the Population and Density

The whole of the Property is currently unpopulated, consisting of a single gas station/convenience store with a food service establishment (Tim Hortons), and one vacant four unit commercial building, both located in the Cadillac Junction phase of the economic development project. The remainder of the Property is currently undeveloped. The region directly to the north and across the street is residential, made up of large lots with approximately seventeen homes. Directly to the west of the Property is Highway US-131, with accompanying on and off-ramps. Directly to the east, is a small cluster of homes along M-55. Directly to the south, below the Cadillac Investments parcels, are railroad tracks. Please see Exhibit B, Satellite Photos.

(2) Past and Probable Future Growth and Anticipated Population Increase

Cadillac Junction

The proposed Cadillac Junction phase of the economic development project includes one hundred twenty (120) apartment units, one hundred (100) senior living units and twenty (20) independent senior living units. The anticipated residential density is four (4) to five (5) units per acre, which will increase the population in the area from unpopulated to moderately populated, housing approximately three hundred and ten (310) people. The existing gas station/convenience store and Tim Hortons are incorporated into the already approved Mixed-Use Planned Unit Development and Development Agreement. It is reasonably expected that full build out of the Cadillac Junction phase of the economic development project will be completed within ten years. See Exhibit C, Cadillac Junction Sketch Plan.

The Cadillac Investments Parcels

The Cadillac Investments parcels are planned for additional mixed-use (commercial, office, research & development and residential if over retail space) development and multiple-family and single family residential development. See Exhibit D, Economic Development Plan for Cadillac Investment Properties. Expected population growth reasonably assumes 2.5 people per

unit, 3 units per acre for the designated single family area, 4 units per acre for single family/multiple family area, and 2 units per acre for the mixed-use area. It is anticipated that full build out of the Cadillac Investments parcels phase of the economic development project will occur within the next fifteen (15) to twenty (20) years, if not sooner.

Physical Characteristics of the Land to be Transferred

The area satellite maps attached as Exhibit B indicate the Property as a whole is topographically largely flat and sparsely wooded. The Property includes no natural boundaries or drainage basins, however, it is bordered on the north by M-55 and to the west by highway US-131.

Cadillac Junction

The proposed Cadillac Junction phase of the economic development project includes detention and drainage basins sufficient to service the development. Plans incorporate a green belt buffer and planned walking trail to bridge new residential uses on the north and east sides of the development with existing residential uses bordering the north and east boundaries of the parcel. See Exhibit C, Cadillac Junction Sketch Plan.

The Cadillac Investments Parcels

The proposed Cadillac Investments parcels phase of the economic development project includes mixed-uses (commercial, office, research & development and residential if over retail space) and multiple and single family uses, including green belt buffers. See Exhibit D, Economic Development Plan for Cadillac Investment Properties. Development agreements for this phase of the economic development project will require similar accommodations for detention and drainage for storm water and the extension of public streets and public infrastructure, including public water and sanitary sewer as contemplated and permitted in the Development Agreement.

Taxation

Currently, the 2018 total assessed value of the Property is approximately \$2,100,100. See Exhibit E, Wexford County Tax Records. It is expected that the assessed value of the Property as a whole will substantially increase once the Property is fully developed as shown on the attached Exhibit C, Cadillac Junction Sketch Plan and attached Exhibit D, Economic Development Plan for Cadillac Investment Properties. The assessed values above and below are exclusive of the MDOT parcels, which are assessed at zero value.

Cadillac Junction

The current assessed value of Cadillac Junction is \$1,683,900. Development of Cadillac Junction is imminently planned upon the transfer and necessary approvals. The Cadillac Junction phase of the economic development project is a proposed multi-million dollar development that will substantially increase the taxable value of the parcels in this area. Both the City and Clam Lake will receive a substantial increase in property tax revenue upon development, shared pursuant to the revenue sharing provisions described below.

The Cadillac Investments Parcels

The current assessed value of the Cadillac Investments parcels phase of the economic development project is \$414,800. The Economic Development Plan (Exhibit D) for the Cadillac Investments parcels will be for similar types of development and uses as Cadillac Junction. It is anticipated that upon development, both the City and Clam Lake will receive a substantial increase in property tax revenue, similar to that received upon development of Cadillac Junction. However, currently, the estimated property tax revenue after transfer into the City of Cadillac for the Cadillac Investments parcels as undeveloped is approximately \$11,560.

Revenue Sharing Agreement

Pursuant to the proposed Act 425 Agreement, the City will be the taxing authority and tax revenue from the Property will be shared by the City with Clam Lake, with Clam Lake receiving from the City the amount of 2 mills levied against the taxable value of the Property. As a whole, the economic development of the Property will result in a multi-million dollar development that will substantially increase the taxable value of the Property to the benefit of both the City and Clam Lake.

Land Uses

(1) Current land uses

Currently, the Property is mostly vacant, re-zoned from R-1, One Family Residential to M-PUD on March 21, 2016 by the City after a June 26, 2014 ruling by the State Boundary Commission approving the annexation of Cadillac Junction from Clam Lake into the City. That order was subsequently vacated and is on appeal at the Michigan Court of Appeals as stated above.

(2) Proposed Land Uses

The proposed land uses for the Property as a whole is mixed-use, planned unit development including apartments, retail stores, restaurants and a gas station/convenience store, consistent with the March 21, 2016 action by the City. Please see Exhibit C, Cadillac Junction Sketch Plan and Exhibit D, Economic Development Plan for Cadillac Investment Properties.

Cadillac Junction

As discussed above, development of the Cadillac Junction phase of the economic development project is imminently planned upon transfer of the Property, pursuant to the Development Agreement that generally requires development pursuant to the attached Exhibit C, Cadillac Junction Sketch Plan. Full build-out of this phase of the economic development project is anticipated within ten years.

The Cadillac Investments Parcels

It is anticipated the full development of the Cadillac Investments parcels phase of the economic development project will occur within the next fifteen to twenty years, in accordance with the attached Exhibit D, Economic Development Plan for Cadillac Investment Properties. Likewise, the plan depicts mixed uses similar to the development plan for Cadillac Junction.

(3) Business, Commercial, and Industrial Development in the Area to be Transferred

Currently, business, commercial and industrial development of the Property is limited to a vacant four unit commercial building and a single gas station/convenience store. The planned use of the Property as a whole includes many commercial uses, including at least one possible hotel, several large retail establishments, residential apartments and at least one senior living complex. Business and commercial development will increase substantially upon development of both Cadillac Junction and the Cadillac Investments parcels.

Cadillac Junction

Business and commercial development for the northern part of the Property known as Cadillac Junction is imminently planned pursuant to the Development Agreement. Those uses planned include one or more hotels and several large retail establishments, in addition to the planned residential uses. The existing gas station/convenience store and Tim Hortons are incorporated into the Cadillac Junction project. Please see Exhibit C, Cadillac Junction Sketch Plan.

The Cadillac Investments Parcels

The economic development project planned for the Cadillac Investments parcels includes similar mixed-use and multiple and single family uses, that will likewise increase business and commercial development on the Property. Please see Exhibit D, Economic Development Plan for Cadillac Investment Properties.

(4) The relationship of the proposed action to any established city, village, township, county, or regional land use plan

Cadillac Junction

The proposed plan for the northern part of the Property known as Cadillac Junction incorporates mixed residential and commercial uses, including residential apartments, a senior living complex, one or more hotels and several large retail establishments as well as the existing gas station/convenience store and Tim Hortons. The plan is consistent with the City of Cadillac Master Plan, which, as explained below, provides for mixed uses in the M-55/US-131 Interchange.

The Cadillac Investments Parcels

The Economic Development Plan for the Cadillac Investments parcels likewise provides for mixed residential, business and commercial uses.

The Property as a Whole

The proposed transfer of the Property as a whole is consistent with the City of Cadillac's planned use of the Property as depicted in the Master Plan adopted on September 8, 2015, ("Master Plan") which designates this area for mixed uses. See Exhibit F, City of Cadillac Master Plan. In addition to the residential uses permitted under the Master Plan, planned commercial uses include major retail operations, megastores, lodging and resort facilities, restaurants and regional entertainment facilities. Surrounding Clam Lake property to the south is zoned Forest Recreational. Please see Exhibit G, Clam Lake Township Interim Zoning Map. As noted in the

Master Plan, the applicable zoning ordinance provides for a depth of uses in the Forest Recreational District including a wide range of residential, commercial and industrial uses. Adjacent Haring Township property to the north is zoned Agricultural with a small area directly north zoned Residential. Exhibit H, Haring Township Zoning Map. The mixed use plan for the Property as a whole compliments and provides transition between the wide range of uses in the Forest Recreational District in Clam Lake and the agricultural and residential uses in Haring Township, with the addition of appropriate green belt buffers.

(5) Joint Planning Commission

Pursuant to the proposed Act 425 Agreement, the City and Clam Lake will establish a joint planning commission, that includes members from each municipality, pursuant to the Joint Municipal Planning Act, Act 226 of 2003, MCL 125.131 et seq, as amended. The joint planning commission will make recommendations regarding land use and zoning decisions for the Property during the fifty year term of the proposed Act 425 Agreement and any renewal, consistent with the land uses permitted under the Development Agreement and the Economic Development Plan for Cadillac Investment Properties attached as Exhibit D. Accordingly, any development or re-development of the Property will be reviewed by the Joint Planning Commission pursuant to the City's zoning ordinance and must be approved by the City Council.

Services

(1) The need for organized community services; the present cost and adequacy of governmental services in the area to be transferred; the probable future needs for services

Part of the Property is presently served by the City's water, sewer and storm sewer services as a result of the State Boundary Commission previously approving the annexation of Cadillac Junction. Given the further development contemplated and the population increase planned for the Property as a whole, there will be a need for increased services and the City is in the best position to provide those services. The City is currently operating with an annual budget of approximately 18.6 million dollars. The City can provide the current level of services being offered to all City residents and businesses to the Property. Public streets with associated lighting, storm, water and sewer mains will continue to be expanded in accordance with site plan review requirements. New infrastructure will be extended and paid for by the developer(s) during the course of development.

(2) The practicability of supplying such services in the area to be transferred

The City will serve the Property, with little to no impact upon the City's resources as explained below.

(3) The probable effect of the proposed transfer and of alternative courses of action on the cost and adequacy of services in the area to be transferred and on the remaining portion of the local unit from which the area will be transferred

As the Property is mostly undeveloped, there is little to no impact by the transfer on the remaining portions of Clam Lake from which the Property will be transferred. As explained above and below, the adequacy of services provided by the City to current residents as well as the future residents of the Property will be increased, with the supply of water and sewer service as well as the City providing police and other emergency services.

(4) The financial ability of the local unit responsible for services in the area to provide and maintain those services

Police and fire service can be provided from existing City staff and equipment. The ability to financially provide services and maintain services to the Property has been planned for by the City and was built into the City's current operating budget, as discussed above.

Cadillac Junction

Pursuant to the Development Agreement, the additional infrastructure needed to serve the Cadillac Junction phase of the economic development project in the form of additional water and sanitary sewer mains and additions to the storm drainage system is to be provided by the developer of Cadillac Junction as needed with each new development undertaken within the project. The cost for all of these improvements will be borne by the developer.

The Cadillac Investments Parcels

It is anticipated that a similar arrangement allocating the cost for additional infrastructure to the developer will be made between the City and Cadillac Investments at such time as a development agreement is approved. Further, water and sewer service, roads and related infrastructure on the Cadillac Investments parcels is provided for in the Development Agreement.

Comparative data for the transferring local unit and the portion of the local unit remaining after transfer of the property and the general effect upon the local units of the proposed action

Both the City and Clam Lake will benefit by the receipt of additional property tax revenue as the Property is developed. Additionally, the City and Clam Lake will benefit from increased commercial service opportunities, creation of housing that is desperately needed in the area and the creation of jobs and other ancillary economic activity in and around the Property.

Submitted,

Dated: 6-26-19

John Wallace, Director Community Development

City of Cadillac

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City Council

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

property within its jurisdiction; and



Mayor Carla J. Filkins

Mayor Pro-Tem Shari Spoelman

Councilmembers Robert J. Engels Stephen King Tiyi Schippers

RESOLUTION NO. 2019-xxxx

RESOLUTION TO ADOPT ORDINANCE NO. 2019-10, ORDINANCE ADDING SECTIONS 42-208 AND 42-209 AND AMENDING SECTION 42-203 TO THE CADILLAC CITY CODE TO IMPLEMENT AN INSPECTION REQUIREMENT FOR FIRE HYDRANTS AND TO SET CONDITIONS AND FEE SCHEDULES FOR INSPECTIONS

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 15th day of July, 2019, at 6:00 p.m.

PRESENT:	
ABSENT:	
The following preamble and resolution was offered byby	and seconded
WHEREAS, the City regulates public utilities and provides public	lic fire protection to citizens and

WHEREAS, the City wishes to require all hydrants in the City to be inspected biannually to ensure that they are accessible and in working condition in the case of a public emergency requiring fire suppression; and

WHEREAS, the City wishes to use color coding to identify hydrant ownership and inspection responsibilities; and

City of Cadillac Resolution No. ____ Page 2 of 3

WHEREAS, the City wishes to "bag" or otherwise cover hydrants that do not meet inspection

criteria; and

WHEREAS, the City has determined a fee schedule for inspections and fines for non-compliance;

and

WHEREAS, on July 15, 2019, the City conducted a public hearing to consider an ordinance

amending the City Code regarding hydrants accordingly; and

WHEREAS, following the public hearing, the City has determined it is in the best interests of the

health, safety and welfare of City residents to adopt the proposed ordinance amendments.

NOW, THEREFORE, the City Council of the City of Cadillac, Wexford County, Michigan,

resolves as follows:

1. Ordinance No. 2019-10, Ordinance Adding Sections 42-208 and 42-209 and Amending

Section 42-203 to the Cadillac City Code to Implement an Inspection Requirement for Fire Hydrants and

to Set Conditions and Fee Schedules for Inspections (the "Ordinance") attached as Exhibit A is hereby

adopted.

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

3. The City Clerk is directed to publish a Notice of Adoption within seven (7) days

after its adoption.

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.			

City of Cadillac	
Resolution No	
Page 3 of 3	
STATE OF MICHIGAN)
)SS
COUNTY OF WEXFORD)
I Sandra Wasson City Clerk of the	City of Cadillac, hereby certify this to be a true and complete copy of
•	oted at a regular meeting of the City Council held on the 15th day of
July, 2019.	act at a regular meeting of the City Council held on the 15th day of
July, 2019.	
	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
Robert J. Engels
Stephen King
Tiyi Schippers

ORDINANCE NO. 2019-10

ORDINANCE ADDING SECTIONS 42-208 AND 42-209 AND AMENDING SECTION 42-203 TO THE CADILLAC CITY CODE TO IMPLEMENT AN INSPECTION REQUIREMENT FOR FIRE HYDRANTS AND TO SET CONDITIONS AND FEE SCHEDULES FOR INSPECTIONS

THE CITY OF CADILLAC ORDAINS:

Section 1. Purpose.

It is the purpose of this Ordinance to add sections 42-208 and 42-209 to the City Code and to amend the fee schedule appearing in section 42-203 of the Cadillac City Code to ensure the public safety, health, and general welfare of the City and its inhabitants by having all hydrants regularly inspected, regardless of ownership.

Section 2. Amendment to Add Section 42-208.

The Cadillac City Code is hereby amended to add section 42-208 which appears in its entirety as follows:

Sec. 42-208 – Municipally Owned Fire Hydrants; Biannual Inspection.

It is the goal of this ordinance to ensure that all hydrants in the City are accessible and in working condition in the case of a public emergency requiring fire suppression.

- (a) All municipally owned hydrants shall be reasonably maintained and kept in good repair and working condition.
- (b) All municipally owned hydrants shall be designated by yellow bonnets and red risers.
- (c) All municipally owned hydrants shall be subject to biannual inspection, by the City or its agents, in April and October to ensure working condition and to identify defects, maintenance needs, and compliance with all aspects of this ordinance.

(d) Any hydrant which fails to meet inspection criteria shall be "bagged," or otherwise covered, and a correction order shall be issued by the City.

Section 3. Amendment to Add Section 42-209.

The Cadillac City Code is hereby amended to add section 42-209 which appears in its entirety as follows:

Sec. 42-209 – Privately Owned Fire Hydrants; Biannual Inspection.

It is the goal of this ordinance to ensure that all hydrants in the City are accessible and in working condition in the case of a public emergency requiring fire suppression, while also respecting the rights of private hydrant owners.

- (a) Privately owned hydrants shall be reasonably maintained and kept in good repair and working condition.
- (b) All privately owned hydrants shall be subject to a mandatory inspection biannually in April and October to ensure working condition and to identify defects, maintenance needs, and compliance with all aspects of this ordinance. The owner of a private hydrant may elect to either have the City perform the inspection or may contract privately for inspection, subject to the following conditions:
 - 1. Any privately owned hydrant that will be inspected by the City shall be designated by red bonnets and yellow risers.
 - 2. Any privately owned hydrant that will be inspected by any entity other than the City shall be designated by matching blue bonnets and risers.
 - 3. All privately owned hydrants that are inspected by any entity other than the City shall submit reports documenting the inspection date, working condition, water pressure, and any required maintenance to the Utilities Department of the City by April 30 and October 31 each year.
- (c) Any hydrant which fails to meet inspection criteria or fails to provide documentation of inspection under (b)(3) of this section shall be "bagged," or otherwise covered, and a correction order shall be issued by the city. Failure to bag a noncompliant hydrant may result in fines under section 42.203. The owner of the hydrant will have 30 days from the issuance of the correction order to correct all defects, provide maintenance, or otherwise make the hydrant complaint with this ordinance. Failure to make corrections within 30 days may result in fines as provided by section 42-203.
- (d) Unless a separate municipal contract exists, all fees and penalties for inspection of fire hydrants are governed by 42-203(e) of the City Code. Maintenance expenses,

City of Cadillac Ordinance No. 2019-10 Page 3 of 3

including inspection fees and costs of compliance with this section, shall be the responsibility of the hydrant's owner.

Section 4. Amendment to Section 42-203.

The table provided in section 42.203. – Service charges shall be amended to add a subsection (e) which will provide fees for the biannual inspection required by sections 42.208 and 42.209 of the City Code.

The fees shall appear as follows: *Hydrant inspection fee (municipally and privately owned)* (e) April Inspection \$25.00 October Inspection \$25.00 Each Re-inspection after Failure \$25.00 Fine for non-compliance \$10 per day Repealer. Section 5. All other ordinances inconsistent with the provisions of this Ordinance are hereby repealed only to the extent necessary to give this Ordinance full force and effect. Section 6. **Effective Date.** This Ordinance shall take effect twenty (20) days after its adoption. Approved this ______ day of ________, 2019. Sandra Wasson, Clerk Carla Filkins, Mayor I, Sandra Wasson, City Clerk of the City of Cadillac, Michigan, do hereby certify that Ordinance No. 2019-10 was published in the Cadillac News on the _____ day of _____, 2019.

Sandra Wasson, City Clerk



Cadillac MI 49601 Phone (231) 775-0181 www.cadillac-mi.net

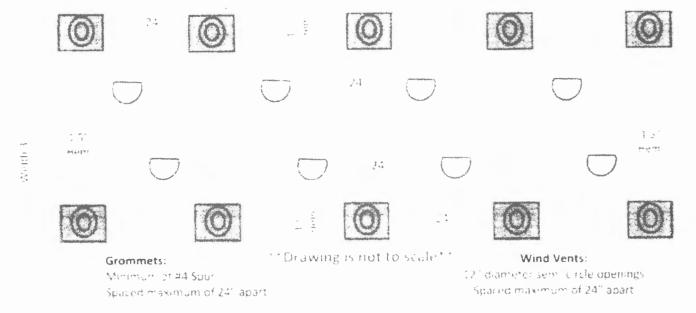
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200 N. Lake Street **Banner Request Form** Monday Banner End Date 8 1121 19 Monday Banner Start Date 8/5/19(Banners are installed and removed on Mondays unless it is a Holiday, then it will be the following day) (Banners may only be requested for one week at a time per form) Reason for Banner TO PROMOTE THE NORTHERN DISTRICT Organization NORTHERN DISTRICT FAIR Contact Person V Contact Phone 231-468-8068 Contact Email Nonne, Rice Nown 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 <u>attached with this request form</u> 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. W 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. V Banner does not contain an address or directions to location. Banner meets all the design specifications on the back of this form. V 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. A 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 vonne Meyer Signature Jone M12 Date 4/16/19 Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied. Stroots Data Annroyed Commente

5116615	Date Approved	00111110113
City Manager	Date Approved	Comments
State of Michigan	Date Approved	Comments
City Council	Date Approved	Comments

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Banner must be made of a <u>minimum</u> of 18 oz iv my or of comparable materia. Hem must be 1.5" double folded and stitched on inside & outside. Grommets must be a minimum of #.4 Spur and not more than 24" apart along top & portom Wind Vents must 12-18. Sem icircle openings and not be more than 24" apart ength 30 onc.



Attach a photo of the banner or provide a detailed design proof

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**NORTHERN DISTRICT FAIR

NORTHERN MICHIGAN TOYOTA DEALERS



200 N. Lake Street

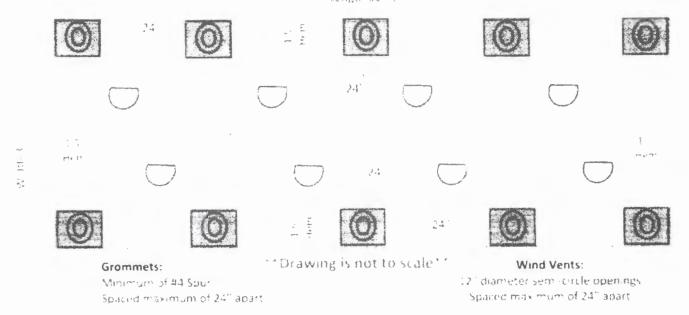
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Print Name Vonne Mey Signature from MISTER Date Le 1/2/19
Regi est will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

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

Harmer Spelifications

Banner must be made of a <u>minimum</u> of 18 oz lyiny or of comparable materia. Hem must be 1.5" double folded and stitched on in lide & outside. Grommets must be a minimum of # 4 Spul and not more than 24 lapart along top & bottom. Wind vents must 12-18, semi-circle openings and not be more than 24" apart. Centh 30 - 6.



Attach a photo of the panner or provide a detailed design proof

THE REPORT OF BEINDING WITH UT DECIMED DICTIONS.

**NORTHERN DISTRICT FAIR

**NORTHERN MICHIGAN TOYOTA DEALERS



oday's Date _	1.9.18
ouay s Date_	

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

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.

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The Market at the Cadillac Commons Reservation Form

Event Cadillac Festival of The Arts

Special Requests: Please Circle

Electricity/Lights

Heat

Wind Screens

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 Market, 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. Any signage or decorations must be removed immediately following any event.
- 5. The sale of food and non-alcoholic beverages may require an additional license. (Code of Ordinances-Chapter 28)
- 6. The consumption or sale of alcoholic beverages requires approval of City Council. (Code of Ordinances-Chapter 26)
- 7. Quilted floor <u>MUST BE</u> protected at all times please make sure tables; chairs and etc. are equipped with rubber or felt protection.

Reservation Fees:

- Daily Rate (4 hours or more) \$100
- Hourly Rate (less than 4 hours) \$55 per hour
- Non-Profit Daily Rate (4 hours or more) \$50
- Non-Profit Hourly Rate (less than 4 hours) \$25 per hour

Reoccurring Events: Events that are a minimum of once a week, for four consecutive weeks or more

- Daily Rate of \$25:
- Non-Profit Daily Rate of \$15

All Fee options require a deposit of \$25 that will be applied to your total cost to hold your date(s), and would only be refunded if event was denied for any reason.

Market Hours 7:00 AM through 11:00 PM

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/emailed or delivered to Cadillac City Hall, Attention Events Coordinator at 200 N. Lake Street in Cadillac, MI 49601



City Receive	d Date	

Cadillac Rotary Performing Arts Pavilion Reservation Request Form

Event Cadillac	Festival Of The Arts	
Electricity Wa	Special Requests: Please Circle ter Wind Screens Sound System	Movie Screen/Projector System** **Weather Dependent

Usage Rules

- 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.
- 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.
- 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. Sound System Fees \$20 per hour for use of our sound board and sound technician.

Reservation Fees:

- Daily Rate (4 hours or more) \$100
- Hourly Rate (less than 4 hours) \$55 per hour
- Non-Profit Daily Rate (4 hours or more) \$50
- Non-Profit Hourly Rate(less than 4 hours) \$25 per hour

Reoccurring Events: Events that are a minimum of once a week, for four consecutive weeks or more

- Daily Rate of \$25:
- Non-Profit Daily Rate of \$15

All Fee options require a deposit of \$25 that will be applied to your total cost to hold your date(s), and would only be refunded if event was denied for any reason.

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.

Form must be mailed/emailed or delivered to Cadillac City Hall 200 N. Lake Street in Cadillac, MI 49601 javila@cadillac-mi.net

Print Name Total Fees Required: Total Fees Paid	Print Name Daniele Renwick Total Fees Required:	1000 Total Fees Paid:	Date/
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Today's Date	2.	13.	19	

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

Street & Parking Lot Closure Request Form Please fill out a separate form for each date

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contac	The state of the s	Contact Email	
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		Beginning Time: 9 AMPM	
	Street Name Lake	Beginning Location Harris	Ending Location CASS
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	Charak Names		
	Street Name		
		Beginning Time:AM/PM	Ending Time:AM/PM
	Street Name	Beginning Location	_ Ending Location
			Ending Time:AM/PM
Г	Date 7/19/19 -	7/20/19 Parking Lot Closure	es
	Lot Location South Pla	Za parking. CUSS N	earest Cross Street a Vo
	Lot Location		AM/PM Ending Time:AM/PM
	Lat Laurelian		
	Lot Location	Street N	AM/PM Ending Time:AM/PM
	Lot Location	Street N	
		Beginning Time:	AM/PM Ending Time:AM/PM
l unde	erstand and agree to these re	quirements & understand if these	e: <u>javila@cadillac-mi.net</u> (No Faxes accepted) are not met the request will be denied. Date 2/13/19
Don	wast will be reviewed & you w	ill be notified if additional information	is needed and/or if request is approved or denied.
-		• • • • • • • • • • • • • • • • • • •	
		For Office Use Only	
Street	ts		
Fire _		Date Approved	Comments
	Manager		
City C	ouncil	Date Approved	Comments



Today's Date	2	13	119	
			'	

City Received Date

. 2057 02 02905527 08Y 0/17E 57/29P

City Parks Request Form
Reason for Request <u>Cadillac Festival of Arts</u> Organization <u>Up North Arts Inc.</u> <u>Contact Person Dani Renwich</u>
Date 7/19-7/20/19 Times 9am - 9au 7/21
City Parks Please Check One
✗ Downtown "Fountain" City Park☐ Sound Garden☐ The Bridge
□ Naval Reserve Flower Open Space
City of Cadillac Guidelines:
Please read the following and initial to acknowledge your understanding All Parks are 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. Not all parks have space for tents, chairs etc.
Form must be emailed, mailed or brought to: Cadillac City Hall Attn: Public Works Department-Events 200 N. Lake Street Cadillac, MI 49601
Print Name Dani Renwich Signature Jame Date 2/13/19

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



Today's Date	2/	13	119	

City Received Date

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	Banner Reques	t Form	
Monday Banner Start	Date 7 / 15/ 19	Monday Banner End Date	112119
(Banners are installe	d and removed on Mondays unle	ess it is a Holiday, then it w	ill be the following day)
	lanners may only be requested for		
Reason for Banner Cadi	lac Festival o	f the Arts	
11-11-	Tharts Inc	Contact Borson	ani Penwide
Organization UP NO			
	Contact Email Co	TIAIT OF OPNIOR	thartsinc.com
	City of Cadillac & State of	Michigan Guidelines	<u>:</u>
X Banner requested date	te is a minimum of 2 months prior	r to display date requested.	
Banner picture or a de	esign proof is attached with this r	equest form or it will not b	e approved.
The City reserves the	right to determine when the band	ner is hung during inclemer	nt weather.
The City is not respon	sible for any damages to the ban	ner.	
Banner requested is f	or a reasonable and public purpos	se.	
Banner does not disp	lay any legend or symbol which m	nay be construed to advertis	se, promote the sale of, or
publicize any mercha	ndise or commodity, or be politic	al in nature.	
	in the name of the sponsor payin		ot an obvious advertising of
	sale of the sponsor's goods or ser		dant la l'anna de la faction de la company
more than one line.	onsor's name or a logo does not	exceed three inches it on a	single line or two-inches it on
	ain an address or directions to loc	ation.	
	design specifications on the back		
	ivered to City Garage a minimum		to be displayed.
	at 1001 6 th Street and hours. Call		
	up within <u>1 week after</u> being disp		
	ered to the above address or ema		
I understand and agree to the	se requirements & understand if	these are not met the requ	est will be denied.
Print Name Dani Ron	wich Signature	no Carrent	Date 2/B/19
	0	Syrium	
	you will be notified if additional info		
***************************************	For Office Use C		*******
Streets	Date Approved	Comments	
City Manager	Date Approved	Comments	
State of Michigan			
City Council	Date Approved		



Today's Date	6	. ત્રે	7.	19	

City Received Date

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Banner Request Form

Monday Banner Start Date 7 1291	19 Monda	ay Banner End Date 8/5/19
		a Holiday, then it will be the following day) week at a time per form)
Reason for Banner to promote of	ur event -1	non profit
Organization Call to all Fan	rile Festival	Contact Person Welen Rexford
adda a dulid	ntact Email	x ford @ charter net
City of Cadilla	ac & State of Mich	igan Guidelines:
Banner requested date is a minimum of	of 2 months prior to dis	play date requested.
Banner picture or a design proof is atta	ched with this request	form or it will not be approved.
The City reserves the right to determin	e when the banner is h	ung during inclement weather.
The City is not responsible for any dam	ages to the banner.	
Banner requested is for a reasonable a	nd public purpose.	
		construed to advertise, promote the sale of, or
publicize any merchandise or commod		
and promotion of the sale of the spons		e banner if such is not an obvious advertising of
		three inches if on a single line or two-inches if on
more than one line.	a 1080 adds 1101 chadda	three menes in our distingle line of the menes if on
Banner does not contain an address or	directions to location.	
Banner meets all the design specification	ons on the back of this f	form.
The banner will be delivered to City Gar		
		Supervisor at (231)920 -7800 to schedule time.
Banner will be picked up within 1 week	after being displayed;	f it is not picked up, the banner will be disposed of.
Form must be mailed or delivered to the above		
I understand and agree to these requirements		
Print Name Welyn Rextord Sig	nature Julyn	Kufford Date 6/26/19
Request will be reviewed & you will be notified	l if additional information	n is needed and/or if request is approved or denied.
	******	***************************************
Streets Date A	pproved	Comments
	pproved	Comments
,	pproved	Comments
0	pproved	Comments

CALL TO ALL FAMILY FESTIVAL

2nd weekend of August - City Park

FaceBook / Call to All - Cadillac, MI



Tod	lay's Date
City	y Received Date
	BALIST OF PERSONALLY CONTINUE STAMP

Request Planning Guide

This form must be completed and return to the City <u>60 days</u> before an 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) Shari Spoelma	Contact Addr	ess	
Sponsoring Organization	on Kotary		☐ Private ☐ Mon-Pr	ofit
Purpose of Event	Concert-Serie	<u> </u>	rox # of Attendees	200
	17/ <u>201</u> 9 Ending Dat		Reoco	curring: YES NO
1st Day Wednes	Set-up <u>5</u> : <u>OO</u> AM(PM)	Start 7:00 AM (PM)	End <u>9:</u> ∞AM/PM	Clean-up:AM/PM
2nd Day	Set-up:AM/PM	Start:AM/PM	αρρόχν End:AM/PM	Clean-up_: AM/PM
3rd Day	Set-up:AM/PM	Start:AM/PM	End:AM/PM	Clean-up:AM/PM
4th Day	Set-up:_AM/PM	Start:AM/PM	End:AM/PM	Clean-up:AM/PM
Please answer the follow	ring questions:			
YES <u> </u>	ı be requesting permission	on to close any streets	or parking lots?	
YES NO <u>×_</u> Will you	i be requesting permission	on to display any off sit	e signage?	
YESNO_X_Will you	be requesting permission	on to display a banner o	over Mitchell Street?	1
TES NU WIII YOU	be requesting permission		e City of Cadillac facil	ities
Market at Ca	dillac Commons (Ro	Please Circle otary Pavilion City I	Park Cadillac (Commons Plaza
YES NO Will you YES NO Will you	be requesting permissic be requesting permissic be requesting permissic r event include use of ge re?	on to hold any races? On to serve alcoholic be	everages? grills, fireworks displ	ay, or a tent/membrane

If you answered \underline{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.

Forms can be mailed or delivered to the above address or emailed to: javila@cadillac-mi.net

All events require liability insurance: Required Min. general aggregate amount of \$1,000,000, naming the City of Cadillac as Certificate Holder and as additionally insured



Today's Date	6/7/19	,
City Received Date	ar o an indicate or a shall be the season has a shall be a shall b	

Event	Please Submit 30-days Prior to Event Date Rotary Concert - Cambio
	Special Requests; Please Circle
	Electricity Water Wind Screens Sound System Movie Screen/Projector System**
Usage	e 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
Ų.	(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 <u>www.swank.com</u> . 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.	Sound System Fees - \$20 per hour for use of our sound board and sound technician.
Rese	rvation Fees:
•	Daily Rate (4 hours or more) \$100
•	Hourly Rate (less than 4 hours) \$55 per hour
•	Non-Profit Daily Rate (4 hours or more) \$50
	Non-Profit Hourly Rate (Friedlis of More) \$25 per hour
Poor	
Reot	curring Events: Events that are a minimum of once a week, for four consecutive weeks or more
•	Daily Rate of \$25:
•	Non-Profit Daily Rate of \$15
All F	ee options require a deposit of \$25 that will be applied to your total cost to hold your date(s), and would only be refunded
if ev	ent was denied for any reason.
	erstand and agree to comply with these rules, and acknowledge that the City reserves the right to change or cancel any event or ram that is not in compliance with them.
, ,	Signature
ก พบร	t be mailed/emailed or delivered to Cadillac City Hall 200 N. Lake Street in Cadillac, MI 49601 javila@cadillac-mi.net
	1 - 1
.	Name Swar Sove Man Total Fees Required: Total Fees Paid: Date / /
Print I	Name O WWI QUELINAM Total Fees Required:Total Fees Paid:Date/_/



Toc	day's Date
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Street & Parking Lot Closure Request Form

Date: 7/11/19	Street Closures
Street Name La he	Beginning Location Pura Ending Location
	beginning time 6:00 Alvi/PIVI) Ending Time 10:00 AM/PM
Street Name	Beginning Location Ending Location
Street Name	Beginning Time:AM/PM
on cer ivanie	Beginning Location Ending Location Beginning Time:AM/PM Ending Time:AM/PM
Street Name	Beginning Location Ending Location
	Beginning Time:AM/PM
Date//	Parking Lot Closures
Lot Location	StreetNearest Cross Street
Lot Location	Beginning Time:AM/PM Ending Time:AM/PM
rot rocation	StreetNearest Cross Street Beginning Time:AM/PM Ending Time:AM/PM
Lot Location	Street Nearest Cross Street
	Beginning Time : AM/PM Ending Time : AM/PM
	Beginning Time:AM/PM Ending Time:AM/PM



Today's Date _	
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City Received Date C = V = MUST BE OF ALIA AUG 2 2 A 2018 AND

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) Attez 26 Project Contact Person(s) ANDREW MADONALD				
Contact Emai				
Sponsoring Organization After 26 Project Private Non-P	rofit Exemption			
Purpose(s) & Benefit(s) to Community Provide ichs for dev				
disables + Cognitively Impatred dde	alte			
E = 10	ccurring: YES NO			
1st Day Acg 2 Set-up 12: AM/RM Start : AM/PM End : AM/PM	Tear-down:AM/PM			
2nd Day Aug 3 Set-up : AM/PM Start 3 AM/PM End : AM/PM	Tear-down:AM/PM			
3rd Day Set-up:AM/PM	Tear-down:AM/PM			
4th Day Set-up:AM/PM	Tear-down:AM/PM			
5th Day Set-up:AM/PM	Tear-down:AM/PM			
YES X NO Will you be requesting permission to close any streets or parking lots? (Fo				
YES NO Will you be requesting permission to display any off site signage? (Form 2	•			
YESNOWill you be requesting permission to display a banner over Mitchell Stree	t? (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 ea	ch one. All forms must be			
completely filled out and all information provided before requests will be brought to City Council				
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-m	i.net (No Faxes accepted)			
I understand and agree to these requirements & understand if these are not met the requirements.				
Print Name ANDREW MACONAL) Signature Mal Mc Donald	Date 8/22/18			



City Received Date		

Cadillac Rotary Performing Arts Pavilion Reservation Request Form				
Please Submit 30-days Prior to Event Date Event AFTER 26 DEPOT MUSIC FESTIVAL Organization AFTER 26 PROJECT Contact Numbe Date of Event: 8/3/19 Fet-up Time: 12AMPM Starting Time: 3 AMPM Ending Time: 11AMPM 8-3-19				
	Special Requests: Please Circle			
	Electricity Water Wind Screens Sound System Movie Screen/Projector System*			
Usag	e 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.				
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 <u>www.swank.com</u> . MPAA ratings of G and PG are appropriate.			
5.	Any signage or decorations must be removed immediately following any event.			
6.	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, which will be applied to the first			
	hour. After the first hour, rental fees are \$30 per hour and are due 30-days prior to the event date.			
	derstand and agree to comply with these rules, and acknowledge that the City reserves the right to change or cancel any event or gram 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			
Print	Name ANDRew Max John 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.			

*Weather Dependent



Cir. D			
City Rece	ved Date		

Street & Parking Lot Closure Request Form Please fill out a separate form for each date				
Reason for Request AFTER 26 DEPOT MCISIC +8STIVAL Contact Person ANDREW MACLONALI				
	_ Contact Email_			
Date: 2/3/19	Street Closures			
Street Name LAKe Beginning Location HAZZIS Ending Location CASC				
		PM Ending Time 11:65AM,PM		
Street Name	Beginning Location	Ending Location		
	Beginning Time:AM/	PM Ending Time:AM/PM		
Street Name	Beginning Location	Ending Location		
Street Name Beginning Location Ending Location Beginning Time:AM/PM Ending Time:AM/PM				
Street Name	Beginning Location	Ending Location		
		PM Ending Time:AM/PM		
Date//_	Parking Lot Clos			
Lot Location	Street	Nearest Cross Street		
		AM/PM Ending Time:AM/PM		
Lot Location Street Nearest Cross Street				
Beginning Time:AM/PM Ending Time:AM/PM				
Lot Location				
Lot Location	Lot LocationStreetNearest Cross Street Beginning Time:AM/PM Ending Time:AM/PM			
1	beginning rinie	AM/1 Ending TimeAM/1 M		
Form must be mailed or deliv	vered to the above address or emailed	d to: javila@cadillac-mi.net (No Faxes accepted)		
	/	se are not met the request will be denied.		
1	1	11 / 1		
Print Name HNOREW	ACONAL) Signature hodre	1/1/2 X broad Date 8/22/18		
		tion is needed and/or if request is approved or denied.		
For Office Use Only				
Streets	,			
Parks				
Fire				
Police				
City Manager				
City Council	City Council Date Approved Comments			



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(City Park (Fountain) Re	quest Form
Reason for Request AF7	ER 26 DEACT MUSIC	FESTIVAL I
A CTC-	- A	A
Organization A+1E12	26 PROJECT	Contact Person ANDREW MITE DAN
	Contact Email,	
	City of Cadillac Guid	elines:
Please read the following	ng and initial to acknowledge your und	derstanding
The Park is for pub	lic use	
A. M. The City does not p	rovide any tents, tables, chairs, rugs, exten	sion cords etc
	ot be operating due to equipment break d	
A		d if these are not met the request will be der
	Special Reques	ts:
Electricity		
Picnic Tables		
Use of private tent		
Use of private chairs		
ose of private chairs		
Form must be mailed or b	rought to: (Email or Fax will not be accept	ed)
Cadillac City I	Hall	
Attn: Public V	Vorks Department-Events	
200 N. Lake S		
Cadillac, MI 4		
Print Name	Signature	Date/
Request will be reviewed	& you will be notified if additional information	on is needed and/or if request is approved or de
		••••••
	For Office Use Only	
Public Works		
City Clerk		
City Manager	Comments Comments	
City Council		



200 N Lake Street

Today's Date	
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200 N. Lake Street					
Cadillac MI 49601		NIUST BE OFFICIALLY CITY DATE STANIF			
Phone (231) 775-0181 www.cadillac-mi.net					
	and all a Dansenson Dansenson	A. F			
Al	coholic Beverage Reques	st Form			
Event Name AFTER 26	Event Name AFTER 26 DEPOT MUSIC FESTENAL				
Requesting OrganizationA I	FER 26 PROTS	CT			
nequesting organization	20 20				
Contact Person(s) ANDREW	MACLONALD				
	Contact Email				
Date of Event August 3	2019 Approx. number	of participating groups $\sqrt{-3}$			
Starting Time3pm	Ending Time	100m			
-					
City of	f Cadillac & State of Michi	gan Guidelines:			
 Double fence 					
Inspection of site					
Form must be mailed or delivered to t	he above address or emailed to: i	avila@cadillac-mi.net (No Faxes accepted)			
I understand and agree to these requi		1			
and agree to these require	rements a understand in these and	cylot met the request will be defined.			
Print Name ANDRA MACON	2 Signature	bul Date 8 /22/18			
Fillic Name Thomas The 1947	Jagriature to the	Date 8 /20/18			
Peguest 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				
State of MI	Date Approved	Comments			
City Council	Date Approved	Comments			

COUNCIL COMMUNICATION

Re: Reappointment to Downtown Development Authority – Steve Barnes

Steve Barnes has expressed his interest in continuing to serve on the Downtown Development Authority for a 4-year term. Steve has been a member of this board since 2016.

Recommended Council Action:

Reappoint Steve Barnes to a 4-year term on the Downtown Development Authority, which will end on 8/1/2023.

COUNCIL COMMUNICATION

Re: Reappointment to Cadillac Housing Commission – Gloria Frost

Gloria Frost has expressed her interest in continuing her service as a member of the Cadillac Housing Commission for a 5-year term.

Gloria has been serving on the Cadillac Housing Commission since August 2018 when she replaced Gordienne Davis who resigned.

Recommended Council Action:

Reappoint Gloria Frost to a 5-year term on the Cadillac Housing Commission, which will end on 7/19/24.

COUNCIL COMMUNICATION

Re: Reappointment to Election Commission – Robert Gammons

Robert Gammons has expressed his interest in being reappointed to serve on the Election Commission. Robert has served on the Election Commission for 4 years, originally appointed in 2015.

Recommended Council Action:

Reappoint Robert Gammons to a 4-year term on the Election Commission, which will end on 6/1/2023.

Council Communication

Re: Recommendation regarding purchase of street sweeper.

The FY2019 budget for the Stores and Garage Fund included an appropriation for the purchase of a new street sweeper. Prior to soliciting competitive bids for this purchase, the Department of Public Works had several models demonstrated this past spring. The purpose of these demonstrations was to closely analyze various models in order to make a more comprehensive and informed decision on model selection. This caused a slight delay in the release of the bids and so the purchase will take place in the current budget year. Competitive bids were recently solicited, and the following bids were received:

Vendor	Bid
Fredrickson Supply Grand Rapids, MI	Purchase Price: \$255,000 Less Trade In: \$35,000 Net Purchase Price: \$220,000
Bell Equipment Company Lake Orion, MI	Purchase Price: \$277,200 Less Trade In: \$10,000 Net Purchase Price: \$267,200
The MTech Company Cleveland, OH	Purchase Price: \$303,000 Less Trade In: \$50,000 Net Purchase Price: \$253,000
Lakeshore Municipal Equipment Holland, MI	Purchase Price: \$232,000 Less Trade In: \$15,000 Net Purchase Price: \$217,000

The Johnston model sweeper offered by MTech is being recommended for purchase by the DPW. This model has some significant advantages over the other models in terms of safety, efficiency, and long-term protections, including:

- A portable power washer on board for several different jobs like washing down The Market and The Plaza for sealing, and full wash down of any areas without any water hookups;
- Capable of hauling up to 2100 gallons of pressurized water, which could be utilized to enhance the efficiency of watering new trees or to even assist the Fire Department with additional water in the event of a significant fire;
- 18' side-mounted hand vacuum hose for picking up debris around curb areas where the truck brooms won't reach, limiting the cleanup operation to one person instead of 2 or 3.
- Full front wash down spray bar to wash away debris;

- LED indicators for quickly diagnosing any valve or solenoid issues;
- Quiet external sweeping noise will provide much friendlier neighborhood sweeping;
- Comfort cab for the right-hand drive operator is unique to this model. This enables the driver to operate the sweeper from the right side which significantly enhances the ergonomics for the driver. Some other manufacturers offer this, but in a more limited, retrofit capacity;
- Ground level greasing to enhance the accessibility for greasing and approve the efficiency of the process;
- Easy operation of the wandering hose for catch basin cleaning;
- Full lifetime warranty of the stainless steel hopper;
- The City of Mason has this model and stated that they sweep their town up to 4 times faster than the old Tennant sweeper they have and the service has been exceptional both in terms of quality and response time;
- The sweeper that is being replaced is over twenty years old so the purchase and recommendation was evaluated with a focus on recommending the model that would provide the best long-term solution for the City;
- Model is currently ready and could be delivered to the DPW within days.

Recommended Action

It is recommended that the purchase of a new street sweeper be awarded to The MTech Company in accordance with their bid. Funds for this project are available in the Stores and Garage Fund.

Council Communication

Re: Recommendation regarding Sewer Patching bids

The FY2020 budget for the Water and Sewer Fund includes an appropriation for sewer patching. Competitive bids were recently solicited, and the following bids were received:

Vendor	Bid
Plummer's Environmental Services, Inc. Byron Center, MI	\$22,330
Northern A-1 Environmental Services Kalkaska, MI	\$23,750

Recommended Action

It is recommended that the bid for sewer patching services be awarded to Plummers Environmental Services Inc. in accordance with their bid. Funds for this project are available in the Water and Sewer Fund.

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
Robert J. Engels
Stephen King

RESOLUTION NO. 2019-____

RESOLUTION TO INTRODUCE JOINT PLANNING COMMISSION ORDINANCE

At a meeting of the City Council of the City of Cadillac, Wexford County, Michigan, held in Council Chambers at the Cadillac Municipal Complex in said City on the 15th day of July, 2019, at 6:00 p.m.

PRESENT:		
ABSENT:		
The fo	ollowing Resolution was offered by	 and
seconded by _		

WHEREAS, on this date the City held a public hearing and thereafter approved a proposed conditional transfer of property between the City and Clam Lake Township pursuant to Public Act 425 of 1984; and

WHEREAS, the City wishes to consider the establishment of a Joint Planning Commission between the City and Clam Lake Township pursuant to the Joint Municipal Planning Act, Act 226 of 2003, MCL 125.131 et seq, as amended, to govern land use and zoning for the property being conditionally transferred during the term of the conditional transfer and any renewal; and

WHEREAS, the City has caused to be prepared a Joint Planning Commission Ordinance in accordance with the Joint Municipal Planning Act, Act 226 of 2003, MCL 125.131 et seq, as amended (the "Joint Planning Commission Ordinance"); and

WHEREAS, the City wishes to consider adoption of the Joint Planning Commission Ordinance.

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

- Pursuant to Section 5.2 of the City Charter, the City introduces Ordinance No.
 Joint Planning Commission Ordinance, attached as Exhibit A.
- 2. A public hearing regarding the Joint Planning Commission Ordinance shall be held on the 19th day of August, 2019 at 6:00 p.m. in the Council Chambers, Cadillac Municipal Complex, 200 Lake Street, Cadillac, Michigan.
- 3. The City Clerk is directed to publish a summary of the Joint Planning Commission Ordinance in a newspaper of general circulation in the City of Cadillac, together with a notice setting the time and place for a public hearing on the Joint Planning Commission Ordinance, within seven (7) days. The summary and notice of the hearing shall be substantially in the form of Exhibit B.
- 4. A copy of the Joint Planning Commission Ordinance shall be available for examination at the office of the Clerk, and copies may be provided for a reasonable charge.
- 5. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

City of Cadillac Resolution No. 2019 Page 3 of 4	
YEAS:	
NAYS:	
STATE OF MICHIGAN)	
COUNTY OF WEXFORD)	
· · · · · · · · · · · · · · · · · · ·	e City of Cadillac, hereby certify this to be a true and 9, duly adopted at a meeting of the City Council held
	Sandra Wasson
	Cadillac City Clerk

City of Cadillac Resolution No. 2019-___ Page 4 of 4

EXHIBIT B

CITY OF CADILLAC

NOTICE OF POSTING OF PROPOSED JOINT PLANNING COMMISSION ORDINANCE

PLEASE TAKE NOTICE that at its meeting on July 15, 2019, the City Council received the proposed Joint Planning Commission Ordinance ("Proposed Joint Planning Commission Ordinance"). The Proposed Joint Planning Commission Ordinance would create a Joint Planning Commission between the City of Cadillac and Clam Lake Township pursuant to the Joint Municipal Planning Act, Act 226 of 2003, MCL 125.131 et seq, as amended, to govern land use and zoning for the property being conditionally transferred from Clam Lake Township to the City of Cadillac, during the term of the transfer and any renewal.

The Proposed Joint Planning Commission Ordinance will be considered for adoption on August 19, 2019 at 6:00 p.m. at the City Council meeting in the Council Chambers at the City Municipal Complex, 200 Lake Street, Cadillac, Michigan. The Proposed Joint Planning Commission Ordinance is available in its entirety for public inspection. The Proposed Joint Planning Commission Ordinance is posted at the office of the City Clerk, 200 Lake Street, Cadillac, Michigan, and is posted on the website of the City of Cadillac, http://www.cadillac-mi.net.

SANDRA WASSON, Clerk Cadillac Municipal Complex 200 Lake Street Cadillac, MI 49601 (231) 775-0181 x111

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 Robert J. Engels Stephen King

JOINT PLANNING COMMISSION ORDINANCE Ordinance No.

Ordinance to Establish the City of Cadillac/Clam Lake Joint Planning Commission

The City of Cadillac HEREBY ORDAINS:

Section 1. Purpose; Recitals.

- A. The City of Cadillac ("City") and the Township of Clam Lake ("Clam Lake") have entered into an Agreement for the Conditional Transfer of Property dated _______, 2019 ("Act 425 Agreement").
- B. Article VIII of the Act 425 Agreement provides in part that the City and Clam Lake shall establish a Joint Planning Commission pursuant to the Joint Municipal Planning Act, Act 226 of 2003, MCL 125.131 *et seq*, as amended ("Act 226 of 2003"), to govern land use and zoning for certain property identified as the "Transferred Area" in the Act 425 Agreement.
- C. The City of Cadillac adopts this Ordinance to carry out and effectuate Article VIII of the Act 425 Agreement.

Section 2. Approval of Agreement to Create Joint Planning Commission.

The City of Cadillac hereby approves the establishment of a Joint Planning Commission subject to all terms and provisions in Article VIII of the Act 425 Agreement, which is hereby incorporated by reference, and subject to the terms and provisions of this Ordinance. In addition to such terms and provisions, the Joint Planning Commission shall have all powers granted to joint planning commissions by Act 226 of 2003.

Section 3. Jurisdiction of Joint Planning Commission.

The Joint Planning Commission shall have jurisdiction over all land use and zoning approvals for the Transferred Area, as defined in the Act 425 Agreement, and subject to all terms and provisions of Article VIII of the Act 425 Agreement.

Section 4. Effective date.

This Ordinance shall be effective on the later of the following:

- 1. the eighth day following the last date of publication by a participating municipality if no notice of intent to file a petition for a referendum is filed as provided for in MCL 125.139; or
- 2. the 31st day following the filing of a notice of intent to file a petition for a referendum if no petition for a referendum is filed within 30 days after the filing of the notice; or
- 3. the day following the day upon which a determination is made by the clerk of each municipality in which a petition for referendum is filed that the petition calling for the referendum is inadequate; or
- 4. the day the Ordinance is approved by the electors in each municipality in which a referendum is held.

Section 5. Repealer.

All ordinances or parts of ordinances in conflict herewith are repealed to the extent necessary to give this Ordinance full force and effect.	
Approved this day of, 2019.	
Sandra Wasson, Clerk	Carla Filkins, Mayor

WEXFORD COUNTY AIRPORT AUTHORITY

MINUTES

Meeting of Wednesday March 13, 2019

1. Meeting was called to order at 6:02 PM by Hill.

Present: Hill, Osborn, King, Paquin and Holder

Also present: Manager Bob Johnson

Absent: Helton and Barron

Lucinda Rathbun (record minutes)

- 2. Introduction of Guests: Attendance sign in sheet
- Additions or Deletions to the Agenda: Public Comment
- 4. Approval of February 2019 Meeting Minutes:

MOTION by Holder to approve February minutes. Supported by King. All in Favor. Motion carried.

5. Treasurer's Report

Discussed Action Plan. Furnace bid increase of \$300.00 since originally quoted.

MOTION by King for approval of extra \$300.00 to complete the furnace. Supported by Osborn. All in Favor. Motion carried.

Discussed moving budget adjustments from April to May.

MOTION by Osborn to accept Treasurer's Report. Supported by King. All in Favor. Motion carried.

- 6. Committee Reports
 - a. Finance Committee-did not meet
 - b. Personnel Committee-did not meet
 - c. Facilities Committee-did not meet
 - d. By-Law Committee-did not meet
- 7. President's Report-Nothing to Report
- 8. Manager's Report

Written report submitted. Manager Johnson attended Conference and reported that it was very informative.

9. New Business

a. Northwest Soaring Club

Report given by Erik Sexton, President of the Northwest Soaring Club. The Club has been active for 9 years and pays a monthly \$500 hanger rental. It has around 1,200 operations yearly with around \$2,800 in fuel purchases with no incidents or losses from operations. The Club presented:

- 1. Operating Procedures
- 2. Map of runway uses
- 3. Glider Ground Launch Operations at Cadillac

The Club presented information about wanting to use a new ground launch for the gliders. They expressed benefits (i.e. reduce expense, increase number of flights, earliest age to glide is 14, training that the Club participates in by Soaring Society Association and the manufacturer. The Club is requesting permission to use the Ground Launch.

Table until next meeting.

ACTION: pass information to hanger residences and request any questions be submitted in writing

b. Pay half the cost of the furnace up front

10. Old Business

a. Review vacation pay outline

1-year work before banking vacation to be rewritten and put into the handbook

11. Public Comment-None

12. Board Member Comments

Osborn apologizes for expressing negative inference but the RC Club request brought complications.

King thanked the Northwest Soaring Club for explaining everything.

Paquin also thanked the Northwest Soaring Club.

Holder also thanked the Club.

Hill asked if anyone wanted to help with the fly-in/drive in breakfast Saturday July 6th, 2019.

- 13. Next Meeting date is April 10, 2019 at 7:00 PM *****Note time change*****
- 14. Adjournment

MOTION by King to adjourn at 7:24 PM. Supported by Paquin. All in Favor. Motion carried.

Prepared by Lucinda Rathbun

Juinda Rachbur

Action Items: 9

WEXFORD COUNTY AIRPORT AUTHORITY

MINUTES

Meeting of Wednesday April 10, 2019

1. Meeting was called to order at 7:00 PM by Hill.

Present: Hill, Osborn, King, Paquin, Barron and Paul

Also present: Manager Bob Johnson Lucinda Rathbun (record minutes)

Absent: Helton and Holder

2. Introduction of Guests: Bill Paul introduced as new Board Member

Mike Borta, Stephanie Green, Bob Nelson, Phil Johnson and Connie Houk

Introduced from Prein & Newhof, Airport Consulting Services.

3. Public Comment: None

4. Additions or Deletions to the Agenda: None

5. Approval of March 2019 minutes.

MOTION by King to approve March 2019 minutes. Supported by Paquin. All in Favor. Motion carried.

6. Treasurer's Report

King presented financial report. Discussion about changing format of Profit & Loss Budget vs Actual report to reflect percentages of budget used.

MOTION by Osborn to accept Treasurer's Report. Supported by Paul. All in Favor. Motion carried.

- 7. Committee Reports
 - a. Finance Committee-did not meet
 - b. Personnel Committee-did not meet

Presented new written vacation procedure.

MOTION by Osborn to amend personnel staff handbook to:

Manger (Salary employee): shall earn 80 hours of vacation after one year of service prorated to the next January 1st.

Hourly employees: shall earn 1.5 minutes of vacation time for every hour worked in the previous calendar year. Vacation time will be calculated and banked on January 1st of every year and will be used that same calendar year. After 3 years of service, the rate increases to 2 minutes per hour. For emergency purposes, the employee can use their accumulated vacation time early with the approval of the manager.

The employee may carry vacation time to the next year with the approval of the manager. Supported by Barron. <u>Motion carried</u>.

- c. Facilities Committee-did not meet
- d. By-Law Committee-did not meet

8. President's Report-Nothing to Report

9. Manager's Report

Written Manager Report submitted. Working with Bader & Son to repair Gearbox Blower. Action: Manager to obtain more information about cost of rebuilding or replacing gearcase to include all warranty information for current Gearbox Blower and warranty coverage for either rebuild or replace options.

On April 4th, the furnace and air conditioner were installed.

When the electric gate and mercury light were installed, it raised the electric bill to the Northwest Soaring Club. Manger will work with the Soaring Club to determine the average increase amount Tabled until next month to address reimbursing the Soaring Club for the increased electric charges.

10. New Business: None

11. Old Business

a. Northwest Soaring Club request for wench vs. tow plane launches
 Informational meeting held Wednesday 4/3/2019 with light attendance.
 Discussion and questions answered by Soaring Club President that were presented in writing by
 Bill Paul who also requests updated policy procedure before decision is made.

12. Public Comment:

Wexford County Commissioner Brian Potter expressed decision should be about safety at the airport and if it is a safe way to launch.

13. Board Member Comments:

Osborn stated concern for safety and appreciated the information provided by the Soaring Club. King appreciated information and welcomed Bill Paul to the Board.

Paquin welcomed Bill Paul and concern is the safety.

Barron welcomed Bill Paul and commented about safety.

Paul thanked board members and is happy to be part of the board.

Hill noted it was a good meeting.

14. Next Meeting date is May 8, 2019 at 7:00 PM

ucinda Kalphun

14. Adjournment

MOTION by King to adjourn at 8:25 PM. Supported by Paquin. All in Favor. Motion carried.

Prepared by Lucinda Rathbun