

Special City Council Meeting Agenda October 1, 2020 at 4:30 p.m. at The Market at Cadillac Commons – 117 W. Cass St. – Cadillac, MI 49601

CALL TO ORDER 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 September 21, 2020.
- B. Minutes from the closed session held on September 21, 2020.

IV. TRAILHEAD AT CADILLAC COMMONS

- A. To discuss the Trailhead at Cadillac Commons project that may include contract award and corresponding budget amendment.
- V. ADJOURNMENT

CITY COUNCIL MEETING MINUTES

September 21, 2020

Meeting held by remote electronic participation.

200 N. Lake St. - Cadillac, Michigan 49601

CALL TO ORDER

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

ROLL CALL

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

Council Absent: None

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

APPROVAL OF AGENDA

Mayor Filkins noted that after the packet for the meeting was made available there was some questions and concerns expressed by Council regarding the White Pine Trail Extension and Trailhead Project. She stated she believes it is important for Council to meet and discuss the project. She noted she has scheduled a Special Meeting (Work Session) for Thursday, October 1, 2020 at 4:30 pm at the Market.

2020-140 Approve agenda as amended.

Motion was made by King and supported by Elenbaas to approve the agenda as amended to remove Item VI-A under the City Manager's Report and Item VII-A under Adoption of Ordinances and Resolutions and to hold a Special Meeting (Work Session) on Thursday, October 1, 2020 at 4:30 pm at the Market to allow Council and members of the public to provide input on the White Pine Trail Extension and Trailhead Project.

Motion unanimously approved.

PUBLIC COMMENTS

Robert McCurren, RTMC Enterprises, expressed concerns regarding the selection process for marihuana businesses in the City of Cadillac.

2020-141 Approve consent agenda as presented.

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

Motion unanimously approved.

PUBLIC HEARINGS

A. Public hearing to consider adoption of Consumers Energy Company Electric Franchise Ordinance.

Peccia stated the non-exclusive franchise renewal is for a thirty (30) year term and it allows Consumers Energy to provide the necessary work, such as maintenance, repairs, and new equipment, within the public right-of-way.

Doug DeYoung, Community Affairs Regional Manager for Consumers Energy, stated this a renewal of the current franchise agreement. He noted Consumers Energy continues to partner with the City and the community on a number of projects such as the solar project. He briefly discussed Section 3 (Hold Harmless) of the Electric Franchise Ordinance which provides protection to the City.

Mayor Filkins opened the public hearing.

There were no public comments.

Mayor Filkins closed the public hearing.

2020-142 Adopt Ordinance 2020-08.

Motion was made by King and supported by Elenbaas to approve the Resolution to Adopt the Consumers Energy Company Electric Franchise Ordinance.

Motion unanimously approved.

APPOINTMENTS

Peccia stated it has taken a long period of time to have enough members on the Corridor Improvement Authority/Cadillac West Resort Area to hold a meeting. He noted the Alliance for Economic Success (AES) aided in the recruitment of volunteers for this board.

A. Recommendation regarding appointment to the Corridor Improvement Authority/Cadillac West Resort Area.

<u>2020-143 Approve appointment to Corridor Improvement Authority/Cadillac West Resort Area.</u>
Motion was made by Elenbaas and supported by Engels to approve the appointment of Caitlyn Berard to the Corridor Improvement Authority/Cadillac West Resort Area for a 4-year term to expire on September 21, 2024.

Motion unanimously approved.

B. Recommendation regarding appointment to the Corridor Improvement Authority/Cadillac West Resort Area.

2020-144 Approve appointment to Corridor Improvement Authority/Cadillac West Resort Area. Motion was made by Elenbaas and supported by Schippers to approve the appointment of Regan O'Neill to the Corridor Improvement Authority/Cadillac West Resort Area for a 4-year term to expire on September 21, 2024.

Motion unanimously approved.

C. Recommendation regarding appointment to the Corridor Improvement Authority/Cadillac West Resort Area.

<u>2020-145</u> Approve appointment to Corridor Improvement Authority/Cadillac West Resort Area. Motion was made by King and supported by Schippers to approve the appointment of Kris O'Neill to the Corridor Improvement Authority/Cadillac West Resort Area for a 4-year term to expire on September 21, 2024.

Motion unanimously approved.

D. Recommendation regarding appointment to the Corridor Improvement Authority/Cadillac West Resort Area.

2020-146 Approve appointment to Corridor Improvement Authority/Cadillac West Resort Area. Motion was made by Schippers and supported by Elenbaas to approve the appointment of Jake Walraven to the Corridor Improvement Authority/Cadillac West Resort Area for a 4-year term to expire on September 21, 2024.

Motion unanimously approved.

E. Recommendation regarding appointment to the Corridor Improvement Authority/Cadillac West Resort Area.

2020-147 Approve appointment to Corridor Improvement Authority/Cadillac West Resort Area. Motion was made by Elenbaas supported by Schippers to approve the appointment of Justice Walraven to the Corridor Improvement Authority/Cadillac West Resort Area for a 4-year term to expire on September 21, 2024.

Motion unanimously approved.

CITY MANAGER'S REPORT

A. COVID-19 Update

City Manager Peccia summarized the current COVID-19 update provided by District Health Department #10. He noted additional information can be found at www.dhd10.org.

Matt Biolette, Republic Services Manager, Municipal Sales, presented information regarding how COVID-19 has impacted the solid waste industry.

The information presented is included in the September 21, 2020 City Council packet.

PUBLIC COMMENTS

There were no public comments.

GOOD OF THE ORDER

Peccia noted the City applied for funding through the Coronavirus Aid, Relief, and Economic Security (CARES) Act. He stated we were informed by the State of Michigan that funding for public safety hazard pay has been approved. He noted the City received over \$200,000 to reimburse us for the Public Safety and Public Health Payroll Reimbursement Program (PSPHPR). He stated during the month of August the State of Michigan cancelled the traditional revenue sharing payment through the City, Village, and Township Revenue Sharing Program and instead released money through the Coronavirus Relief Local Government Grants (CRLGG) program. He noted through this program the City received \$18,000 more in the month of August than we had anticipated.

King stated he believes the Trailhead Project could really enhance the community. He asked the City Manager to do some sort of Press Release on the status of the project so people are aware that the cost of the project is higher than we had anticipated and that we want to have discussions with the community so we can move forward in a responsible manner.

CLOSED SESSION

Adjourn to closed session to discuss a written confidential legal opinion with the City Attorney.

2020-148 Adjourn to closed session.

Motion was made by Schippers and supported by Engels to adjourn to closed session to discuss a written confidential legal opinion with the City Attorney.

Motion unanimously approved.

2020-149 Return to open session.

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

Motion unanimously approved.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk

NOTICE OF SPECIAL MEETING

CITY OF CADILLAC CITY COUNCIL Thursday, October 1, 2020 at 4:30 p.m.

THE MEETING WILL BE HELD AT: The Market at Cadillac Commons 117 W. Cass Street Cadillac, MI 49601

The City Council of the City of Cadillac will hold a special meeting on Thursday, October 1, 2020 at 4:30 p.m. at The Market at Cadillac Commons, 117 W. Cass Street, Cadillac, MI, 49601. The purpose of the meeting will be to (1) discuss the Trailhead at Cadillac Commons Project and may include contract award and corresponding budget amendment, and (2) consider any other business to come before the City Council as permitted by law or upon the affirmative vote of three or more members of the City Council.

Please note that social distancing and face coverings will be required for attendance pursuant to Executive Order 2020-153. This notice is posted in compliance with 1976 PA 267 as amended (Open Meetings Act), and the Americans with Disabilities Act (ADA).

Dated:	
	City of Cadillac
	Sandra Wasson, City Clerk
	200 N. Lake Street
	Cadillac, MI 49601
	(231) 775-0181

Individuals with disabilities requiring auxiliary aids or services who are planning to attend the meeting should notify the City Clerk, Sandra Wasson, at (231) 775-0181 within a reasonable time in advance of the meeting.

Council Communication

RE: White Pine Trail Extension and Trailhead Project

In 2018 the City was awarded a grant through the Michigan Natural Resources Trust Fund for the extension of the White Pine Trail and construction of a new trailhead. This project – The Trailhead at Cadillac Commons - constitutes the final placemaking project as part of the development of the Cadillac Commons, which has been a significantly positive transformational project for our City.

The Trailhead at Cadillac Commons includes the extension of the White Pine Trail from the South Street & Lake Street intersection approximately 900-feet north to the corner of Cass and Lake Streets, in addition to providing a new trailhead location.

The trail extension is a 10-foot wide asphalt path that will provide a direct and safe route for bicyclists to a formal destination downtown. The existing public parking lot behind After 26 and Amvets Post 110 will be reconfigured for the Trailhead component and will include amenities such as parking for both vehicles and bicycles, picnic tables, benches, wayfinding/information kiosk, a water bottle/drinking water fountain, and a bike repair station. The Clock Tower will be relocated and integrated in this site. The trail extension will cross over to the parking lot just north of the Chapin Street intersection. Additionally, the surface water drainage of the Trailhead will be collected in rain gardens to clean, filter, and reduce the volume of water entering Lake Cadillac. Following this communication are renderings of the trail extension and trailhead that illustrate the project.

As part of the grant process, the City passed a resolution of support of the project to secure the grant funding. It was discussed that due to the timing of the engineering estimates of project costs, the actual project costs would likely be higher than originally estimated. For reference, projected costs were estimated in the grant documentation at \$378,900, and the grant was to cover 70% (\$265,200) with the remaining 30% coming from local and/or other sources such as the Cadillac Rotary Club. The Club subsequently graciously donated approximately \$33,000 from the proceeds from their annual fund-raising auction.

Due to extenuating circumstances including completion of another major placemaking project - The Market at Cadillac Commons, availability of funds, COVID-19, and the timing involved in working through the State's grant process, the City was not able to solicit bids until recently. On September 15, 2020, the City of Cadillac held a bid opening on the project, and the following bids were received:

Contractor	Bid
Crawford Contracting, Inc. Mt. Pleasant, MI	\$569,753.05
CJ's Excavating, Inc. Cadillac, MI	\$611,874.33

Council Communication – White Pine Trail Extension Project

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Miller Contracting Lake City, MI	\$616,328.20
Elmer's Crane and Dozer, Inc. Traverse City, MI	\$708,559.00
Anlaan Corporation Grand Haven, MI	\$786,665.84

Based on the low bid above, total project costs including engineering and design work is approximately \$620,000. Accounting for funding already received, and/or on-hand, 100% of this project will be funded from outside sources of revenue, versus revenues from the collection of our local property taxes. Therefore, funding for this project is not coming directly from our residents.

Cost and Source of Funds Summary

The total project costs and sources of funds are presented below:

Total Est. Project Costs	\$620,000		
		% of	
Funding Sources		Costs	
MDNR Trust Fund Grant	\$265,200	(43%)	
Cadillac Rotary Club	\$33,000	(5%)	
*Other Funds	\$321,800	(52%)	

*Identification of Other Funds: Source of other funds is from the unexpected one-time receipt of extra State of Michigan personal property tax reimbursement. Actual additional funds received was just over \$367,000.

Recommended Action

It is recommended that the contract for the White Pine Trail Extension (Cadillac Trailhead) Project be awarded to Crawford Contracting for the bid amount of \$569,753.05.

White Pine Trail Extension and Trailhead Development Project Project Location Map





White Pine Trail Extension From South To New Trailhead

Lake Cadillac Lake Street Clocktower Entrance Rain Bicycle Repair Garden Chapin Picnic 30 Car Parking Lot After 26 Restaurant White Pine Trailhead



White Pine Trailhead Entrance

City Council

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



Mayor Carla J. Filkins

Mayor Pro-Tem Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

RESOLUTION NO. 2020-____

RESOLUTION AMENDING GENERAL APPROPRIATIONS ACT FOR FISCAL YEAR 2021

At a special meeting of the City Council of the City of Cadillac, Wexford County, Michigan, held on Thursday, October 1, 2020 at 4:30 p.m. at The Market at Cadillac Commons, 117 W. Cass Street, Cadillac, MI, 49601:

PRESENT:	
ABSENT:	
The following preamble and resolution was offered byseconded by	_and

WHEREAS, the City adopted Ordinance No. 2020-04, Ordinance Adopting General Appropriations Act for Fiscal Year 2021 ("General Appropriations Ordinance") on May 28, 2020, which approved a general appropriations act for the 2021 fiscal year; and

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

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

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

City of Cadillac Resolution No Page 2 of 2
NOW, THEREFORE, the City Council of the City of Cadillac, Wexford County,
Michigan, resolves as follows:
1. The general appropriations act for the 2021 fiscal year is hereby amended in
the manner set forth in the attached Exhibit A, which is incorporated by reference.
2. Any and all resolutions that are in conflict with this Resolution are hereby
repealed to the extent necessary to give this Resolution full force and effect.
YEAS:
NAYS:
STATE OF MICHIGAN
COUNTY OF WEXFORD)
I, Sandra Wasson, City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No, duly adopted at a regular meeting of the City Council held on the 1st day of October, 2020.

Sandra Wasson Cadillac City Clerk City of Cadillac EXHIBIT A

Financial Services Department FY2021 Budget Amendment #1 October 1, 2020

Current	Amended	Increase
Budget	Budget	(Decrease)

GENERAL FUND

Department: Other Financing Uses	\$130,000	\$455,000	\$325,000
Amended Line Items Detail			
Transfer Out	0	325,000	325,000

Purpose: To appropriate funds to complete The Trailhead at Cadillac Commons. Source of funds is from the unexpected one-time receipt of extra PPT reimbursement from the Local Community Stabilization Authority. Actual additional funds received was just over \$367,000.

General Fund Summary	Prior Approved	Amended
Revenues	7,159,600	7,159,600
Expenditures	7,158,200	\$7,483,200
Revenues Over (Under) Expenditures	\$1,400	(\$323,600)

TRAILHEAD AT CADILLAC COMMONS FUND

Department: Revenue	\$450,000	\$600,000	\$150,000
Amended Line Items Detail			
Local Funds	175,500	325,500	150,000

Purpose: To recognize transfer from the General Fund to cover total project costs after receiving bids and awarding construction contract.

Department: Construction	\$115,400	\$265,400	\$150,000
Amended Line Items Detail			
Construction	450,000	600,000	150,000

Purpose: To appropriate funds to cover final total project costs subsequent to receiving bids and awarding construction contract.