

CITY OF CADILLAC
CITY COUNCIL
SPECIAL MEETING
WORK SESSION AGENDA

April 5, 2021 4:15 p.m.

Meeting held electronically

CALL TO ORDER

ROLL CALL

I. APPROVAL OF AGENDA

II. PUBLIC COMMENTS

This opportunity for public comment provides the public with a chance to make a statement regarding any subject matter. Public comment is not an opportunity to necessarily ask questions or converse with City Staff, Council Members or other meeting attendees. Contact information for Council and staff is available on our website, www.cadillac-mi.net, or can be obtained by calling (231) 775-0181. Comment time is limited to 3-minutes, and unused time may not be yielded back or given to someone else to use.

III. CONSENT AGENDA

A. Minutes from the special meeting held on March 23, 2021.
Support Document III-A

B. Minutes from the work session held on March 24, 2021.
Support Document III-B

III. DISCUSSION AND REVIEW OF THE DRAFT FY2022 ANNUAL OPERATING BUDGET

IV. ADJOURNMENT

CITY COUNCIL SPECIAL MEETING MINUTES
March 23, 2021

Meeting held by remote electronic participation.

200 N. Lake St. – Cadillac, Michigan 49601

CALL TO ORDER

Mayor Filkins opened the meeting at approximately 4:30 p.m.

ROLL CALL

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

Council Member Schippers stated she is attending the meeting virtually in the City of Cadillac.
Council Member Elenbaas stated he is attending the meeting virtually in the City of Cadillac.
Council Member Engels stated he is attending the meeting virtually in the City of Cadillac.
Council Member King stated he is attending the meeting virtually in the City of Cadillac.
Mayor Filkins stated she is attending the meeting virtually in the City of Cadillac.

Council Absent: None

Staff Present: Peccia, Roberts, Wallace, Payne, Coy, Dickinson, Wasson

APPROVAL OF AGENDA

2021-059 Approve agenda as presented.

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

Motion unanimously approved.

PUBLIC COMMENTS

Written public comments were received prior to the meeting from the following individuals:

- *Karen & Tom Anderson*
- *Patty Clous*
- *Lindsey Westdorp*
- *Jennifer Mitchell*
- *Bob & Kris McLain*
- *Jerry Adams*

The written public comments were forwarded to the Council Members prior to the meeting and are attached for the public record.

Shannon Gilmore submitted written comments and requested they be read during the public comments section of the meeting.

City Manager Peccia read aloud the written comments from Shannon Gilmore, a copy of which are attached to these minutes.

Mark Lagerwey – happy and hopeful that Council is at the juncture that they will be moving forward with this project; as a Cadillac Rotarian we support these types of projects throughout our community; their auction 4-years ago raised \$33,000 for this project; we like to think that money went a long way toward helping with the match that was required to get the DNR Trust Fund Grant; thinks all three (3) options are acceptable; believes we should use all of the grant dollars; the option going behind the Library would not use all of the grant dollars because part of the reason the grant was awarded is because of the view of the water so it received more points; not in favor of putting the pathway on the road however, it certainly is a feasible possibility; all things considered, mainly just happy and hopeful that you are going to get this done; has been a long wait; great resource for the community; all three (3) options are certainly viable; thinks best option is the one that goes in front of the Library.

Kelly Smith – Baker College President; concur with Mark that it is time to move this along; postponing it not only irritates those in the Rotary that worked towards this and waited for it to happen but also adds to the cost; hopes there is some plan presented today that is selected by Council and we start to move forward.

Gerald Deer – likes to see things improve in Cadillac; encourage Council to keep up the good work and get the bike path done.

Robb Munger – would like to see the project move forward; agree with Mark that it would be beneficial to have the bike path go in front of the Library instead of behind the Library because it does help the aesthetics of a bike rider; there has been a lot of positive media about Cadillac; encourages leadership to keep going; appreciates everything the leadership is doing for Cadillac because you are going above and beyond to make a positive difference in people's lives.

Ruthann French – as a former bike rider I understand the challenges of getting around Lake Cadillac on the Lake Street portion of the ride; appreciate we are trying to tie a trailhead into the White Pine Trail; main concern as a visually impaired person who sometimes tries to navigate that downtown area, is when you have a mixed-use pedestrian and bike interface, safety has to be the primary issue; whichever option is chosen, encourages the overuse of signage and painting so pedestrians have the right-of-way even with bikes; signage for cars to acknowledge bikes as well as pedestrians at the South St. and Lake St. intersection; maybe even signage to walk bikes across the intersection.

Karen Anderson – Harbor View residents need to use the intersection at Lake St. and South St.; safety is a huge concern; not sure how to safely add bikes to that intersection.

Lorri King – there are a number of people that walk along that sidewalk to the Library; if we try to introduce pedestrians and bikers on that sidewalk we are going to run into problems; there are

also people going in and out of the Library parking lot so it is already a little hazardous to walk along there so I can't imagine adding bikers to that sidewalk; supports the project; suggest running path behind the Library; will be the least interaction between bikers and walkers except for the crossing of South St. which is going to have to happen anyway because of the location of the path.

Thomas Smith – Lake St. and South St. intersection is one of the busiest intersections for bikes, pedestrians, and cars; there is approximately 3-feet of bike lane on either side of Lake St. but it is not visible because it is not maintained; has visited several cities that have good bike lanes that are clearly marked with green paint; suggest the entire segment of Lake St. up to Pine St. be well-marked and signed in both directions; people ride around the lake in those bike lanes and he doubts they will cut over to get on a lane either in front of or behind the Library; doesn't think there is much scenic value going behind the Library; the sidewalk is heavily used by pedestrians; thinks bikes should remain on the street; believes more people ride around the lake than on the White Pine Trail.

Doreen Lanc – the Lake St. and South St. intersection is a very busy corner and is concerned about someone getting injured; wants it to be safe for people going to the Library and crossing the street.

CONSENT AGENDA

2021-060 Approve consent agenda as presented.

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

Motion unanimously approved.

WHITE PINE TRAILHEAD PROJECT

Peccia stated in the later part of 2020, City Council reviewed the bid for the White Pine Trailhead Project. He noted the bid came in significantly higher than we had anticipated. He stated as a result of that meeting staff was redirected to present alternative options that would not just be more economical but also options to have the path extension component relocated to a different area aside from being directly adjacent to Lake Cadillac along the west side of Lake Street.

Peccia stated three (3) options were developed and include a reduction in the cost of the trailhead itself while still being compliant the Michigan Department of Natural Resources (MDNR) Trust Fund Grant that we received.

Peccia stated pursuant to Council's direction last year, staff consulted with the grant office based in Lansing as well as our area MDNR representative to discuss the project. He noted we were advised by our area MDNR representative that he was not aware of any additional MDNR funding available.

Peccia stated our MDNR grant administrator advised that their office would be able to accept the relocation of the path and that the grant would still be able to cover its costs should it be located in the option behind the Library or if we chose the option in front of the Library. He noted if the street option is selected, approximately \$46,000 of the grant dollars would be lost unless we allocate those dollars to the trailhead.

Peccia noted a Questions & Answers sheet was included with the information that was sent out and posted on the City's website. He stated the sheet correlates to information included in the slide presentation.

Connie Houk, Prein & Newhof, presented information regarding the three (3) options for the White Pine Extension & Trailhead project (see attachment).

Peccia noted with respect to the funding options, as we have done with other placemaking projects, we are certainly looking for additional donations to come in and we also will be looking at other funds that we have that are funded primarily through our General Fund.

King stated because of the concerns raised about the South St. and Lake St. intersection, would it be better to bring bike traffic off the trail just past Cottage St. so they would be on the east side of Lake St. when they get to the intersection.

Houk stated it is possible but she would like it to be reviewed by their traffic engineer. She noted her initial concern is that cars traveling towards Laurel St. are accelerating in that area. She stated they did conduct some reviews for safety, signing, and pavement marking for that intersection.

King stated he is concerned about the driveway crossings in the area. He believes the most dangerous route would be the sidewalk option where we are mixing pedestrians and bikers.

King asked if the street option is chosen, could the additional grant dollars be used for the trailhead at the time it comes back to Council to vote on the project.

Houk stated that is correct according to what was stated by the grant coordinator.

Engels asked how much would be available to invest back into the trailhead if the street option is selected.

Peccia stated there is approximately \$46,000 that is attributed to the in the roadway improvements regarding that path. He noted if that is the option chosen by Council, we would likely look at adding back some of the amenities that were removed from the trailhead component.

Owen Roberts, Director of Finance, stated \$46,000 of the cost of the street option is not eligible pursuant to the grant so we would need to spend approximately \$380,000 on the trailhead to receive the full grant amount.

Mayor Filkins stated she likes the street option because it is standardized with bike lanes in other cities. She asked if it would be possible to take the path east at the intersection to get to the other side of Lake St. rather than going diagonally across the intersection.

Houk stated diagonal crossing is a relatively new concept. She noted the path could certainly go straight across and could include “walk your bike” signs at the intersection.

Mayor Filkins stated from a safety perspective that option should be considered.

Schippers asked if there will also be a stop sign on the bike path at that intersection.

Houk stated there will be a stop sign on the bike path.

Schippers stated they have diagonal crossings in Marquette. She noted if we turn bike riders right and then left we are putting them in the pedestrian walkway. She stated crossing riders diagonally is one way to remove bike riders from where pedestrians are walking.

King stated he would like to see the feasibility of diagonal crossing versus crossing to the east and then to the north at that intersection. He also requested Prein & Newhof review the feasibility of moving the path to have it cross Lake St. near Cottage St. for when we come back to a final project decision.

Engels asked about the reasoning behind diagonal crossing.

Houk stated it is better for both bike riders and pedestrians. She noted bike organizations prefer diagonal crossing.

Elenbaas stated he agrees that diagonal crossing is better for both bike riders and pedestrians. He noted he prefers the idea of bringing the path across Lake St. near Cottage St.

Mayor Filkins stated she was not aware there will be a stop sign on the bike path before they enter the diagonal crossing. She noted now that she is aware, she would support the diagonal crossing.

Mayor Filkins stated if the option for the bike path on Lake St. is selected, she would like to be able to address the culvert outlet to Lake Cadillac (Storm Sewer Maintenance) because it would be less expensive to address it during the project. She asked how it would impact the grant dollars if we choose to address the storm sewer maintenance during the project.

Houk stated it would be 100% City participation. She noted there is a culvert that has risen up at the Chapin St. and Lake St. intersection that needs to be put back at the proper elevation.

King asked if it was possible to get the storm sewer maintenance covered by the grant since it is connected to the rain garden.

Houk stated if we were under our grant dollars, she would consider asking if that would be possible.

Engels asked how much we would be saving by addressing the storm sewer maintenance during the project as opposed to addressing it at a later time.

Houk estimated the project would cost \$25,000 to \$27,000 if it was done at a later time.

Elenbaas asked about the waste and recycle receptacles.

Houk stated they are garbage cans that have a waste side and a recycle side.

Elenbaas asked who will be emptying the receptacles.

Ken Payne, DPW Operations Manager, stated they will be emptied by the City.

King asked if the cost is really \$3,500 for two (2) receptacles.

Houk stated that is the bid received from the contractor during the previous bid cycle. She noted the price includes the receptacles, shipping, and installation on the site.

King asked if we already have receptacles that could be used instead of purchasing additional receptacles.

Houk stated it is part of the grant. She noted the number could be reduced to one (1) receptacle instead of two (2), but we do need to include one (1) receptacle.

Peccia stated one of the complaints we receive from time to time is that we do not have enough receptacles in our parks and common areas.

King stated he received comments regarding the clock tower and arch. He noted the clock tower was placed at the original sight using grant dollars and we have now paid to take it down. He asked if it will really cost \$50,000 to erect it on the trailhead site and are there any other grants available to do this.

Peccia stated he believes the developer of the Cadillac Lofts paid to have the clock tower taken down and moved to our Public Works facility. He noted he is not aware of any grant dollars that are available to put it back up.

Houk stated that per the grant the path has to be a certain width. She noted the clock tower currently has multiple posts under it and we need to modify the steel beam around it so it only has four (4) posts in order to provide the width that is required.

Roberts noted the cost estimate also includes the fabrication and installation of an arch which is a new amenity.

King stated if an option is chosen tonight, the bids would be brought back to Council and we would still have the option at that time to either approve or deny certain expenditures.

Houk stated that is correct as long as it still meets the requirements of the grant.

Peccia noted the outcome we are looking for tonight would be the selection of one of the options as discussed. He stated the design would be finalized, put out for bid, and brought back to Council for consideration.

Engels stated after listening to the discussion tonight, he supports the street shoulder option.

2021-061 Selection of street shoulder option (Option 1).

Motion was made by Engels and supported by Schippers to move forward with the street shoulder option (Option 1), including the review of the option to go east and then north at Cottage St. or diagonal at that corner, perform the work on the culvert at the same time, and have Prein & Newhof contact the State to find out if the work on the culvert can be covered by the grant.

Motion unanimously approved.

PUBLIC COMMENTS

Thomas Smith – there is a curved road at the corner of Lake St. and Cottage St. so it would be a blind spot to cross; the marker for walking across Lake St. was removed possibly because it was a safety issue; concerned about the safety of crossing at that location.

Mark Wyckoff – appreciates Council's support for keeping the path on the street; concerned about crossing near Cottage St.; diagonal crossing is good for bicyclists and pedestrians; will take some education to help people understand the diagonal crossing.

Jerry Adams – would like the alternative bid package to take advantage of the \$46,000.

Paul Griffith – Vice Chair of the Friends of the White Pine Trail; encouraged Council to continue to move forward with the project.

Mark Lagerwey – understands concerns expressed about safety at intersection of Lake St. and Chapin St; use entire grant amount.

Ruthann French – stressed importance of annual painting of lines and importance of signage.

Mayor Filkins thanked members of the public for joining the meeting to support the project and to help us come to the best decision that we think will keep people safe and move the project forward. She stated it was a good discussion and she appreciates all of the input.

ADJOURNMENT

The meeting was adjourned by Mayor Filkins at approximately 5:58 p.m.

Respectfully Submitted,

Sandra L. Wasson, City Clerk

To: Cadillac City Council

Re: White Pine Trailhead

Date: March 23, 2021

The Cadillac City Council and all others involved have done a remarkable job in creating the beautiful, pedestrian friendly, Cadillac Commons area. The area abounds with folks out and about, going to the library or in route for a bite to eat at a local restaurant, or enjoying the Commons Area along the lakefront. Others are walking the White Pine Trail within the city limits.

The corner of South and Lake Streets, where the White Pine Trail officially begins, is currently a four way stop, heavily used by the residents from a Senior and Disabled apartment complex located at the same corner. This crossway is the only way for those that do not drive to reach the grocery store and pharmacy. No doubt this corner needs improvements to make it safer for all. I have seen cars run the stop signs and almost hit folks using walkers or wheelchairs. I have also observed bikers riding on the sidewalks designated for pedestrians. This area is probably a problem for bikers as well.

Concerns:

Moving the Trailhead and then directing bike traffic into a pedestrian area is a recipe for accidents. Of great concern is the expected increase in bike traffic at South and Lake Streets as designed in all three options.

Suggestions:

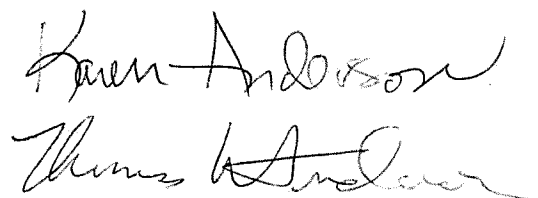
Improve intersection at South and Lake Streets and other access crossings: lots of **signage to stop for anyone in the crossways, repaint crossway markings.**

From Cadillac Commons area to Trailhead: **repair sidewalks, add signage, repaint crossway markings.**

Repaint bike path markings. Keep pedestrian and bike paths separate. Keep focus on pedestrians within the city limits.

Thank you for asking for community input,

Karen and Tom Anderson

Handwritten signatures of Karen Anderson and Tom Anderson. Karen's signature is in cursive and Tom's is in a more stylized, blocky cursive.

Hello, I'm in support of the Cadillac Trailhead makeover to be a part of our downtown Cadillac parks space. What a great way to bring people to our downtown businesses. We all need something to eat/drink... maybe a sweet treat or a bicycle stores support when we start or finish a ride. Clean public restrooms are a must, and a walk down by the lake to cool off or just sit and rest are often on our minds after a beautiful scenic ride around lake Cadillac. I definitely would like folks to stop and enjoy our city. I know that's what I do when I'm riding in other cities. Patty Clous

Hello Marcus,

I just wanted to write to you ahead of tomorrow's council meeting IN SUPPORT of the Trail Head project in general, and more specifically, either the green or magenta options over the rail trail option.

It's been amazing to see the Commons come together over these last few years, piece by piece, as a true placemaking opportunity for the residents and visitors of Cadillac. In 10 years of actively promoting and advertising this area to both outside visitors and locals, it has been a bright spot for us among all the many assets we have to share.

I am looking forward to this project being completed as the final (and a highly visible) piece of the puzzle. I think the first two options are the best aesthetically and functionally for the users of the trail and trailhead, as well as financially.

In an upside down year in regards to tourism one thing became very clear early on, trail systems in our area are a key asset and we fully appreciate how a space like this can be leveraged state-wide as a notable anchor point to the White Pine Trail.

I hope to see this project completed as soon as is allowed and without any further delays!

Thanks for your time,

Lindsey Westdorp
Owner
Bit Social Media

Good afternoon City of Cadillac,

As an avid White Pine Trail bicyclist, riding the trail more than 15 times each year, and as a downtown property owner and business owner and I support the need for the trailhead in Downtown Cadillac.

The trailhead will be a great staging area for community members and visitors to experience the lakefront and beautiful Downtown Cadillac. It will be especially useful as an attractive and functional starting and ending point for runners, walkers, roller bladers and bicyclists with easy access to downtown restaurants, shopping and events at the Cadillac Commons and Rotary Pavilion.

Many of the out of town riders on the trail often need directions and seem to think that M-115 and Cadillac West is our downtown area.

Please move forward with the White Pine Trailhead as soon as possible.

Jennifer G. Mitchell, CFP®

Mitchell Investment Advisors, LLC

We want to voice our support from the Cadillac Pathways Trailhead. We have been in the bike business for over 40 years now. We have seen communities across the country flourish because of their proximity to bike trails. We want this for Cadillac too. Our offer of funding a bike repair stand for the trailhead is still available. Thank you for your efforts in this project.

Bob & Kris McLain
McLain Cycle & Fitness

Public Comments – White Pine Trailhead Extension and Bike Station

Jerry Adams, [REDACTED]

Although I support use of the abandoned railroad right-of-way for travel into the downtown, I will leave the pathway location and design up to council. Regarding the pathway into the downtown and the establishment of a bike/trailhead station, I wish to offer the following:

- 1) A downtown system is consistent with the overall intent of the statewide White Pine Trail System calling for the development a pathway linking Grand Rapids and Cadillac.
- 2) The present Cadillac trailhead, south of town, is a somewhat non-descript gravel parking lot inconsistent with the attractive designs and functional qualities of the trailhead at the Grand Rapids terminus and at sites along the way such as the ones located in Rockford and Reed City.
- 3) Extension of the trail into the downtown and the development of a class trailhead station has been recognized as desired by the residents of the city as evidenced by its inclusion in the City/School Recreation Plan. That plan was subject to public input, and local review and public hearings, including hearings before the Planning Commission and City Council.
- 4) Approximately five to six years ago the development and design of a downtown trailhead was extensively examined and endorsed by a committee of local citizens, city staff, and agency representatives. It is my opinion that endorsement has not changed.
- 5) The project is an integral element of Cadillac Commons. The pathway project compliments and enhances the caliber of Cadillac Commons and the nearby park system surrounding much of Lake Cadillac.
- 6) Past input from the Cadillac Area Chamber of Commerce and the Cadillac Area Visitors Bureau have revealed that the most common question of tourist entering the area during the warmer months is that of seeking the presence and location of bike pathways, particularly the White Pine Trail.
- 7) Of high significance is the fact the project represents a recreational endeavor capable of being enjoyed by a very diverse range of people such as families, folks ranging from youth to seniors, tourists and tour groups, those seeking improved physical fitness and wellness, hikers, and others.

In summary, the project has broad community support and appeal with the potential for beneficial enjoyment by many, enhances the city and region's attraction as a tourism hub, and fosters the success of the downtown as a placemaking venue.

Thank you.

My thoughts on the bike path:
I'd rather it be a pedestrian
path rather than a bike path. I
am visually impaired, and I
have been hit by bikes before
and left on the pathway. I am
very nervous about mixing
bikes with pedestrians, as I
don't want to get hit again. I
walk from the corner of South
and Lake Streets to Family Fare
Grocery to shop, and to the
library, and After 26 for a cup

of coffee. I use the entire corner as my route, walking West to East and back again.

Suggestions:

Turn 4 way stop into a safer crosswalk. Cars just roll thru without stopping; they don't check to the left and right when turning. One time a car was so close I could actually see the car, and that's close as I can see two feet in front of where I am walking. Also, the sidewalks

need to be fixed. Keep the bikers that use the road, on the road, where they must obey traffic laws.

Shannon Gilmore

Shannon Gilmore

p.s. Bikes — sign
must walk Bikes
at crosswalk.





White Pine Trail Extension & Trailhead

TF 17-0091

City of Cadillac
March 23, 2021

Prein & Newhof

Invite to Special City Council Meeting

Trailhead @ Cadillac Commons

Tuesday

March 23, 2021

4:30 p.m.

See City website for the link to the Zoom Meeting

Trail Extension Options

MDNR supports the decision to locate the Trail Extension in any of the following 3 locations.

These have been color coded for ease of visual recognition.

- ❖ **Green - Bike Lanes on the Shoulder of Lake Street**
- ❖ **Magenta - 10' Path in Front of the Library - Separated Trail**
- ❖ **Cyan - 10' Path Behind the Library on historic railroad grade**

Trail Extension

Option: Street Shoulder



- Utilization of existing shoulders for connection to Trailhead
- Delineation with nationally recognized green paint in shoulders
- Painting of bicycle symbols on pavement
- Consistent with Trail located on Shoulder beyond Trailhead

Street Shoulder (continued)

TRAIL EXTENSION

Maximizes exposure to Lake Cadillac.

Green paint enhances the in-street trail which will be used no matter which off-street option is chosen.

Visibility of Trailhead destination.

Higher visibility of trail users.

Shortest distance to Trailhead.

Trail Extension

Option:
Separated
Trail
along
Lake Street



- Replace existing sidewalk with a 10' wide path
- Continues with consistent Trail width for multi non-motorized users
- Visibility of Trailhead destination with shorter destination
- Aesthetics of Lake Cadillac
- Ambient Street Lighting

Trail Extension

Option: Rail Trail



- Historical Location of Railroad
- Continues with consistent Trail width for multi non-motorized users
- View of Lake Cadillac at North end of Library
- Separated from traffic. No driveway conflicts.

CITY OF CADILLAC
TRAIL EXTENSION OPTIONS

Engineer's Estimate

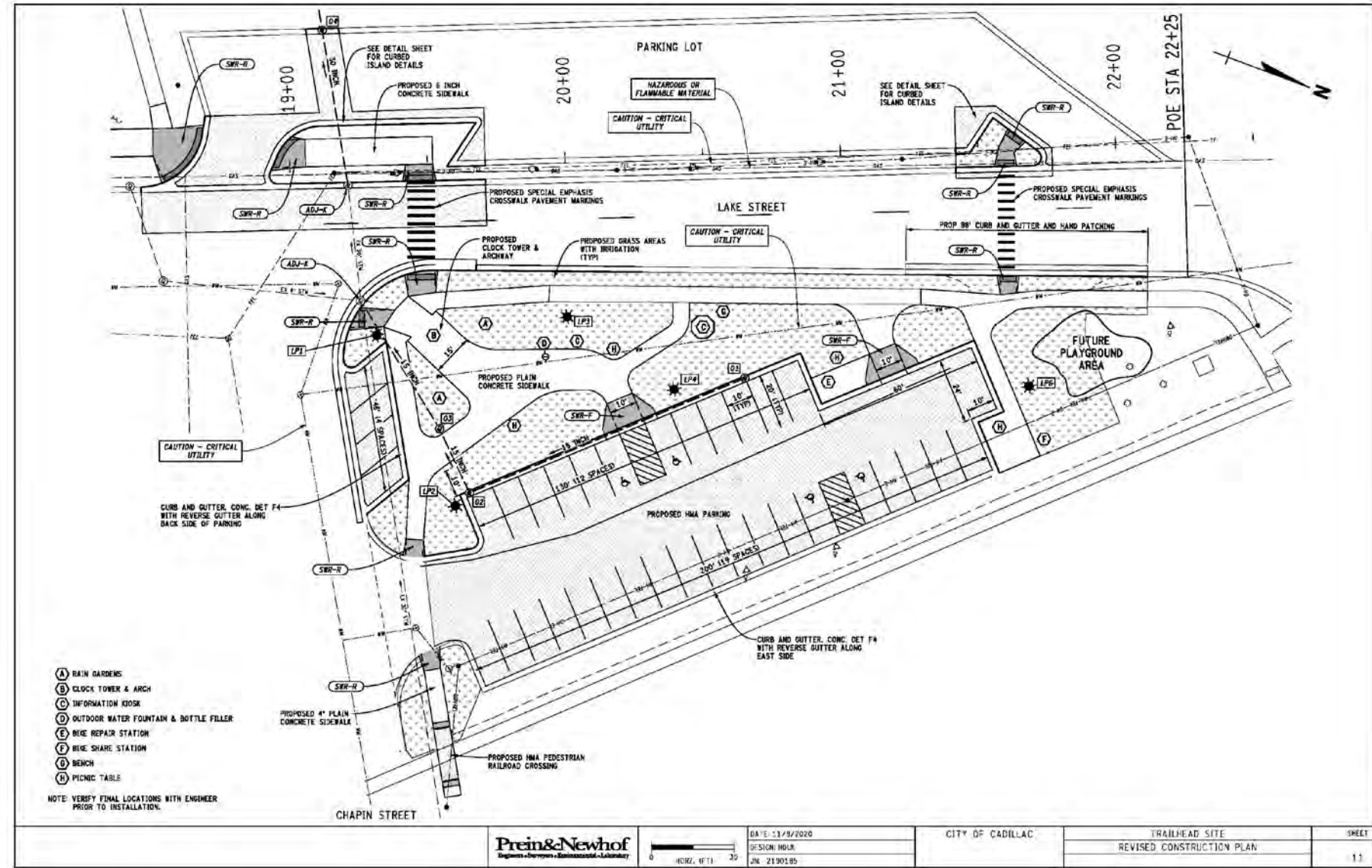
11/9/2020

Previous Bid Received 9-15-20 for Trail Extension Portion: \$70,800.00

	OPTION: STREET SHOULDER	OPTION: SEPARATED TRAIL ALONG LAKE STREET	OPTION: RAIL TRAIL
<i>Mobilization & Maintaining Traffic</i>	\$ 4,000.00	\$ 17,000.00	\$ 13,000.00
<i>Removal of Existing Surfaces & Grading</i>	\$ 1,800.00	\$ 9,500.00	\$ 10,300.00
<i>Asphalt Path</i>		\$ 39,700.00	\$ 53,400.00
<i>Concrete Sidewalk</i>	\$ 11,000.00	\$ 12,900.00	\$ 13,400.00
<i>Fencing</i> <i>(chainlink fence required along active railroad)</i>			\$ 6,000.00
<i>Pavement Markings</i> <i>(includes green painted areas)</i>	\$ 28,200.00	\$ 3,400.00	\$ 3,400.00
<i>Signing</i>	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
TRAIL EXTENSION TOTAL:	\$ 46,000.00	\$ 84,000.00	\$ 101,000.00
	BIKE LANES ON LAKE STREET	PATH IN FRONT OF LIBRARY	PATH BEHIND LIBRARY

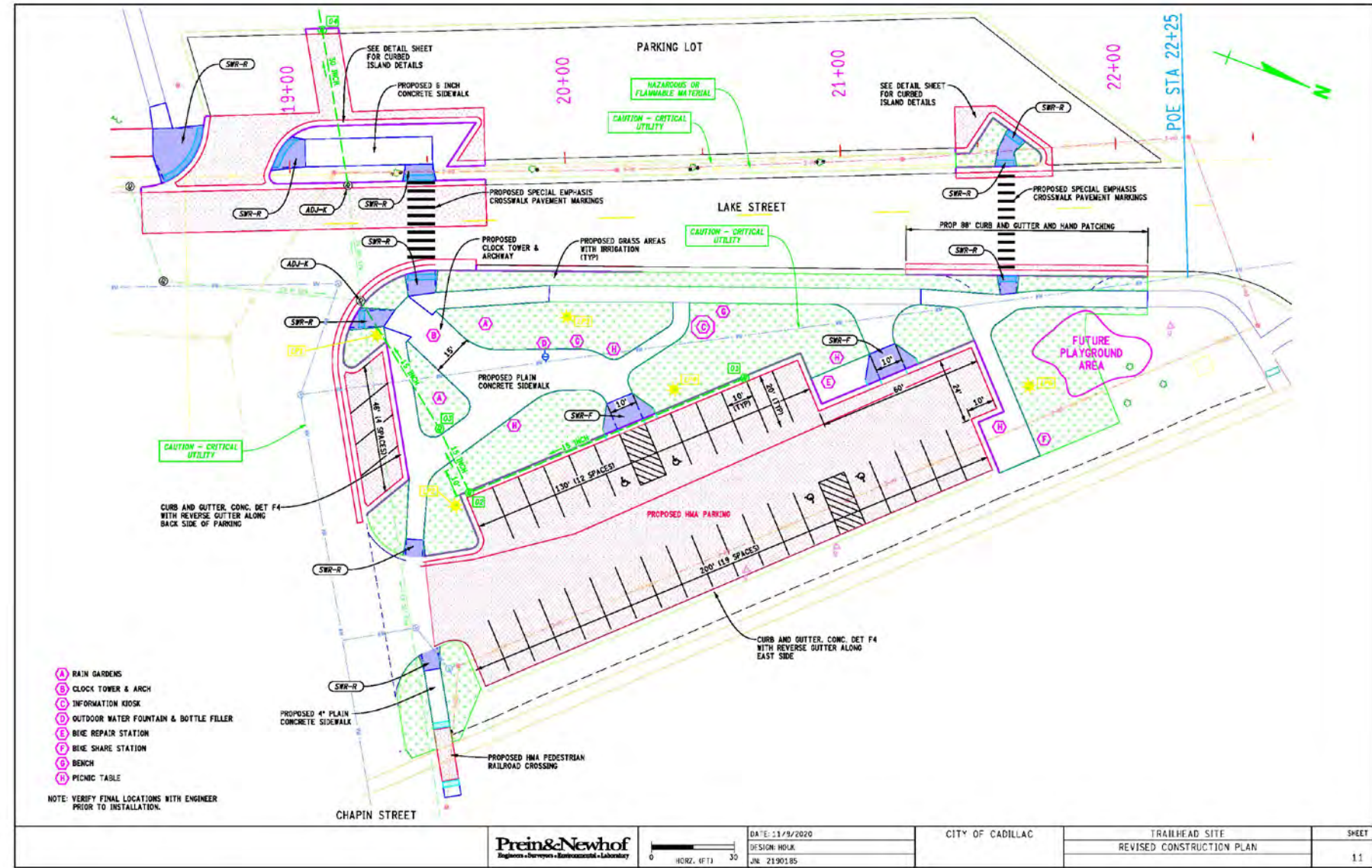
Plan of Trailhead Lot

Revised to basics of Grant Application



Plan of Trailhead Lot

Revised to
basics of Grant
Application



Revised Project Cost Estimate - Trailhead Lot

CITY OF CADILLAC TRAILHEAD REVISION	
Engineer's Estimate	11/9/2020
<i>Previous Bid Received 9-15-20 for Trailhead Portion</i>	\$ 478,950.00
<i>Mobilization & Maintaining Traffic</i>	\$ 30,000.00
<i>Rehabilitation of Existing Parking Lot</i> <i>(partial reconstruction only)</i>	\$ 61,700.00
<i>Concrete Sidewalk and Park Area</i> <i>(concrete plaza area has been removed)</i>	\$ 68,700.00
<i>Pavement Markings and Signing</i>	\$ 3,400.00
<i>Electrical and Lighting</i>	\$ 40,300.00
<i>Amenities:</i>	\$ 119,900.00
<i>Benches (2)</i>	\$ 1,800.00
<i>ADA Accessible Picnic Tables (4)</i>	\$ 5,200.00
<i>Waste and Recycle Receptacles (2)</i>	\$ 3,500.00
<i>Bicycle Racks (5)</i>	\$ 3,000.00
<i>Bicycle Repair Stand and Pump</i>	\$ 1,800.00
<i>Outdoor Water Fountain</i>	\$ 11,500.00
<i>Clock Tower & Arch</i>	\$ 50,000.00
<i>Information Kiosk</i>	\$ 6,600.00
<i>Signing</i>	\$ 10,000.00
<i>Rain Garden</i>	\$ 9,000.00
<i>Landscape Plantings, Shrubs, and Trees</i>	\$ 7,500.00
<i>Automated Irrigation System</i>	\$ 10,000.00
TRAILHEAD TOTAL:	\$ 324,000.00
OPTIONAL ADDITIONAL ITEMS:	
<i>Culvert Outlet to Lake Cadillac (Storm Sewer Maint.)</i>	\$ 20,000.00
<i>Picnic Shelter</i>	\$ 35,000.00
<i>Bicycle Storage Lockers (2)</i>	\$ 8,000.00

Project Cost Estimates for each Option

CITY OF CADILLAC FUNDING SUMMARY

11/9/2020

Previous Bid Received 9-15-20

\$ 549,750.00

Trailhead Portion: \$ 478,950.00

Trail Extension Portion: \$ 70,800.00

ENGINEER'S UPDATED ESTIMATES

TRAILHEAD \$ 324,000.00

TRAIL EXTENSION OPTION: STREET SHOULDER * \$ 46,000.00

* Street shoulder not eligible for MDNR Grant reimbursement
(70% of Trailhead is eligible for MDNR Grant. Additional amenities may be added for maximum MDNR Grant amount)

\$ 370,000.00

TRAILHEAD \$ 324,000.00

TRAIL EXT. OPTION: SEPARATED TRAIL ALONG LAKE ST. \$ 84,000.00

Eligible for maximum MDNR Grant amount \$ 408,000.00

TRAILHEAD \$ 324,000.00

TRAIL EXTENSION OPTION: RAIL TRAIL \$ 101,000.00

Eligible for maximum MDNR Grant amount \$ 425,000.00

AVAILABLE FUNDING

MDNR GRANT (70%) \$ 265,200.00

CITY MATCH FOR GRANT (30%) \$ 113,000.00

GRANT TOTAL \$ 378,200.00

ROTARY CLUB OF CADILLAC \$ 33,000.00

PRIVATE DONORS OF AMENITY ITEMS:

Benches (2) \$ 1,800.00

Bicycle Racks (5) \$ 3,000.00

Bicycle Repair
Stand and Pump \$ 1,800.00

Lake
Street

Street
Shoulder
and
Separated
Trail Option
Locations



Intersection of South & Lake Streets

Looking toward
future Rail Trail
Option Location



Rail Trail Option behind Library



Rail Trail Option behind Library



North of
Library

Southeast
quadrant of
Chapin and
Lake Street



Additional Information

TRAILHEAD AMENITIES

Amenities in the park have been reduced to the items required in the Grant that scoring and selection was based on.

ADA accessible picnic tables were a specific item used for scoring and winning the grant.

Space is available to include a picnic shelter or bike lockers at a later date if ever desired.

A majority of the parking lot will be milled and overlaid instead of reconstructed.

Additional Information

ENTRANCE TO TRAILHEAD

The signature entrance to the Trailhead will be in the northeast quadrant of Lake Street and Chapin Street.

The **Clocktower** will be re-erected and be a prominent part of the branding of Cadillac Commons. Highly visible use for this Placemaking feature.

Proper layout is extremely important. Providing direct, safe, and separated routes to these types of destinations will directly influence the users feeling of safety.

To facilitate safe movement of vehicles and the different types and ages of users, a designated separate entrance for pedestrians and non-motorized users will safely reduce points of user conflict, most generally, crossing and entrance/exit locations.

It is recommended that pedestrian/bicycle facilities be located as far as possible from adjacent railroads.

Points of interest are on the west side of the park; access to drinking fountain, maps, tables, and then can safely walk their bikes to their vehicles.

Trailhead Entrance

*utilizing the
Clocktower*



City Council Special Meeting
Work Session Minutes
March 24, 2021
Meeting held by remote electronic participation.

CALL TO ORDER

Mayor Filkins opened the meeting at 4:15 pm.

ROLL CALL

Council Present: Schippers, Elenbaas, Engels, Mayor Filkins

Council Member Schippers stated she is attending the meeting virtually in the City of Cadillac.
Council Member Elenbaas stated he is attending the meeting virtually in the City of Cadillac.
Council Member Engels stated he is attending the meeting virtually in the City of Cadillac.
Mayor Filkins stated she is attending the meeting virtually in the City of Cadillac.

Absent: Council Member: King

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

APPROVAL OF AGENDA

2021-062 Approve agenda as amended.

Motion was made by Engels and supported by Elenbaas to approve the agenda as amended to add an Ordinance Declaring Local State of Emergency as Item IV.

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

DISCUSSION AND REVIEW OF THE CITY'S VISION & MISSION STATEMENTS, GOALS AND THE CAPITAL IMPROVEMENT PROGRAM

City Manager Peccia stated the Vision & Mission Statements, Goals, and the Capital Improvement Program documents are available on the City's website. He noted no changes have been made to the Mission & Vision Statements since they were last adopted.

Peccia stated there are four (4) primary goals:

- Community Development & Enhancement
- Public Safety

- Economic Health & Development
- Customer Service & Organizational Enhancement

Peccia stated the Key Priority Programs and Projects have been updated. He noted completed goals have been removed and placed into a separate document.

Peccia highlighted some of the Key Priority Programs and Projects. He noted City Council can recommend revisions or additions to the document, accordingly.

Peccia referenced the Priority Programs chart and noted the chart displays how each of the Key Priority Programs and Projects fit into the four (4) main goal categories.

Mayor Filkins stated she understands there will be rules attached to the funds the City is expected to receive, but do we think we could utilize some of the money to address milfoil and shore line erosion on Lake Cadillac.

Peccia noted the City of Cadillac is potentially going to be receiving approximately \$1 million as a part of the American Rescue Act. He stated we do not have definitive information as to the exact amount we will be receiving or when the funds will be received. He noted the exact limitations on the use of those funds is uncertain except for the following: (1) the dollars cannot be used to replace a tax or a fee or be a direct reimbursement back to the general public; and (2) the dollars cannot be used to pay down any pension costs. He added we will most likely not want to look at utilizing any of those dollars to fund any operational initiatives such as personnel.

Peccia stated with respect to management of Lake Cadillac, we believe we will be able to utilize General Fund dollars to mitigate Eurasian watermilfoil concerns for the foreseeable future. He noted with respect to the shoreline erosion program, there is not enough information available at this time to understand what that program would involve and what it would cost.

Peccia noted it may be possible to utilize some of the dollars we will be receiving to help fund a soil erosion study and help subsidize the program.

Mayor Filkins asked if we are aware of any university internship programs available to reduce the cost of a soil erosion study.

Peccia stated he is not aware of any internship programs available for this project. He noted, at this time, we should plan to have to spend money for a consultant to conduct the soil erosion study, similar to the income study that will be conducted by Lake Superior State University.

Schippers stated she agrees that stabilizing the shoreline is essential. She mentioned shoreline stabilization research may be available from the Muskegon River Watershed Assembly.

Engels asked about the annual cost of milfoil treatment.

Peccia stated the cost is approximately \$30,000 to \$35,000 per year. He noted there will be a line item in the draft Fiscal Year 2022 Budget for this expenditure.

Engels stated shoreline erosion control is a large project and it seems like it should be a high priority if we are able to utilize some of the funding we will be receiving.

Owen Robert, Director of Finance, noted the Capital Improvement Program (CIP) covers 6-years (Fiscal Years Ending June 30, 2022 – 2027). He noted the CIP identifies just over \$17 million in projects.

Roberts noted the new wellfield is not included in the CIP because the construction contracts have all been awarded. He stated plow trucks are also not included because we have purchased five (5) new plow trucks since 2017.

Roberts highlighted some of the key items in the Capital Improvement Program.

Mayor Filkins asked about North Boulevard near Kenwood Park.

Roberts stated it has been moved out to a later date because we are trying to acquire Small Urban Grant dollars to help offset the cost of the project. He noted we are planning to topcoat the worst sections of that street either this year or next year.

ORDINANCE DECLARING LOCAL STATE OF EMERGENCY

Peccia stated the proposed ordinance would allow public boards and commissions of the City of Cadillac to continue to meet remotely due to the COVID-19 Pandemic. He noted the ordinance would have no impact on schools, businesses, or private property owners.

City Attorney Homier stated there are three (3) bills pending before the State Legislature but as of now there has not been any action taken on them. He noted after March 31, 2021 the ability to hold virtual meetings becomes severely restricted. He stated it currently would only apply if (1) a medical condition of a member prevents him or her from attending in-person; (2) military duties; and (3) if there is a local state of emergency.

Homier stated with the current MDHHS Order we cannot meet the capacity restrictions and social distancing requirements and simultaneously comply with the Open Meetings Act. He noted there is a provision under the Open Meetings Act that allows the City to declare a local state of emergency which then allows the City to continue to hold virtual meetings.

Mayor Filkins stated that Cadillac is currently a hotspot for COVID-19. She stated she believes it is too early to return to in-person meetings because there are too many risks. She noted she supports adopting this ordinance and if Council decides next month to return to in-person meetings then we can certainly make that decision.

Homier stated there is a provision under the City Charter that allows the City Council to adopt emergency ordinances, but they are only valid for sixty (60) days unless extended by the City Council. He noted if Council adopts this ordinance it will become effective immediately and would remain in effect for sixty (60) days unless it is extended by Council.

2021-063 – Adopt Ordinance 2021-06.

Motion was made by Schippers and supported by Engels to approve the resolution to adopt Ordinance Declaring Local State of Emergency Due to COVID-19 Pandemic.

Mayor Filkins stated when we communicate this to the media it is very important we are clear that this emergency ordinance only applies to our public meetings.

Motion unanimously approved.

ADJOURNMENT

Mayor Filkins adjourned the meeting at 5:44 pm.

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk