



City Council Meeting

May 2, 2022

6:00 p.m.

Cadillac Municipal Complex

Council Chambers

200 N. Lake St.

Cadillac, MI 49601



May 2, 2022 City Council Meeting Agenda
6 p.m. at City Hall - 200 N. Lake St. – Cadillac, MI 49601

We are fully present

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

I. APPROVAL OF AGENDA

II. PUBLIC COMMENTS

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

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

A. Minutes from the regular meeting held on April 18, 2022
Support Document III-A

IV. COMMUNICATIONS

A. Memorial Day Parade
Support Document IV-A

B. Wedding Reception
Support Document IV-B

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V. CITY MANAGER'S REPORT

- A. Bids and recommendation regarding purchase of Portable Generator.
Support Document V-A
- B. Bids and recommendation regarding replacement of Screw Pump.
Support Document V-B
- C. Recommendation regarding Contract for Roof Maintenance at the Cadillac Municipal Complex.
Support Document V-C

VI. ADOPTION OF ORDINANCES AND RESOLUTIONS

- A. Adopt resolution to introduce Ordinance to Amend Section 42-201 and 42-202(3) of Chapter 42 of the City Code to Adjust Water Rates in the City of Cadillac and set a public hearing for May 16, 2022.
Support Document VI-A
- B. Adopt resolution to introduce Ordinance to Amend Section 42-374 of Chapter 42 of the City Code to Adjust Sewer Rates in the City of Cadillac and set a public hearing for May 16, 2022.
Support Document VI-B
- C. Adopt resolution to introduce Ordinance Establishing General Appropriations Act for Fiscal Year 2023 and set a public hearing for May 16, 2022.
Support Document VI-C
- D. Adopt Resolution for Addition to Local Street System (Teri Dee Boulevard).
Support Document VI-D
- E. Adopt Resolution for Addition to Local Street System (Carla Lane).
Support Document VI-E

VII. MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

- A. Downtown Development Authority
Support Document VII-A

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IX. GOOD OF THE ORDER

X. 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

April 18, 2022

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: Elenbaas, Engels, King, Mayor Filkins
Council Absent: Schippers
Staff Present: Peccia, Roberts, Wallace, Dietlin, Homier, Lanning

APPROVAL OF AGENDA

2022-060 Approve agenda as amended.

Motion was made by Engels and supported by Elenbaas to approve the agenda as amended to add a Resolution Authorizing Submittal of a Grant Application under Adoption of Ordinances and Resolutions.

Motion unanimously approved.

PUBLIC COMMENTS

Jason Towers expressed support for snowmobile routes within the City.

Pat Bourassa expressed support for snowmobile routes within the City.

Linda Beal expressed opposition to changing the zoning for Cooley School that would allow it to be renovated into apartments. She commented on the condition of the sidewalk in front of the Roaring 20's Saloon.

Don Koshmider commented on mainstream media.

Philip Haner expressed opposition to Cooley School being renovated into apartments.

Pastor Troy Baxter, Cornerstone Ministries, discussed the proposal they submitted to the CAPS Board for redevelopment of Cooley School.

CONSENT AGENDA

2022-061 Approve consent agenda as presented.

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

Motion unanimously approved.

COMMUNITY SPOTLIGHT

A. Presentation of Mayor's Award for Excellence in Community Service and Volunteerism – Bill Cinco

Mayor Filkins presented the Mayor's Award for Excellence in Community Service and Volunteerism to Bill Cinco. She noted Mr. Cinco served on the Downtown Development Authority for over 26 years.

Bill Cinco thanked the City for giving him the opportunity to serve on the DDA. He noted it was very educational and interesting. He stated he hopes to see more young people in the community get involved in the local boards.

PUBLIC HEARINGS

A. Public hearing regarding potential snowmobile routes.

Peccia noted over the past few weeks John Wallace, Community Development Director, took the opportunity to redraw and clarify some of the conceptual snowmobile routes. He stated we have received 26 letters of support from business owners and residents.

John Wallace, Community Development Director, stated the main goals behind the proposed conceptual routes are:

- Limit conflict between snowmobiles and walkers
- Limit conflict between snowmobiles and auto traffic.
- Limit the length of time snowmobiles would have to run on streets or sidewalks.
- Keep snowmobile parking on grass areas.
- Keep routes as far away from residential development as possible (due to noise considerations)
- Keep routes on publicly controlled land as much as possible unless there is a willing private development which is willing to except snowmobiles.
- A recognition that while Lake Cadillac cannot be considered a formal snowmobile route, there will be people who will use the Lake to access downtown.

Wallace presented the proposed conceptual snowmobile routes (see attachment).

Mayor Filkins opened the public hearing.

Pastor Troy Baxter expressed support for the proposed snowmobile routes.

Mayor Filkins closed the public hearing.

Elenbaas stated he is concerned about snowmobilers continuing on the White Pine Trail near Sunnyside Drive.

Wallace stated signage should be placed to keep snowmobilers on the appropriate route.

Peccia noted the routes are conceptual and if we move any of them forward they would need to be engineered to ensure there aren't utility boxes, shrubs, etc. in the way and there would also need to be the acquisition of appropriate signage.

King noted the City has received a lot of feedback supporting this over the past few weeks. He stated by starting work on this now it provides staff the ability over the next several months to make sure it can be engineered correctly and come back to Council with any changes that need to be made. He noted it also gives businesses time to reach out to hotels and other businesses to let them know we are going to have this available in the winter of 2022. He stated it can be part of a marketing plan for the community.

Engels stated he is concerned about the amount of time snowmobiles will spend on sidewalks and asked how much grading will be required.

Wallace stated he doesn't believe grading will be necessary on the two shorter routes except for possibly the non-pavement portions. He noted most of the grading required would be on the northern half of the longest route.

Engels expressed concern about spending the resources on this project and then having it not work out after a few years. He noted he would like more information about the cost.

Peccia noted the Public Works Department would likely be assisting with any of the grading or other work that is required. He stated once the project starts to move forward we can provide cost information to Council.

Mayor Filkins stated she believes these new renderings really clarified the vision. She noted her only concern is at Cottage Street because it happens right at the bend on Laurel Street where there is not a lot of visibility for people coming from the south.

Wallace stated the other option is to not go across the street but it would have to use a small section of the White Pine Trail up to South Street.

King stated if Council approves the routes it provides the opportunity for staff to review the routes and come back to Council with additional information before a final decision is made.

Mayor Filkins stated someone expressed a concern that we were just focusing on Willow/Primos and G&D. She noted she wanted to be clear that if we decide to allow snowmobiles to come into downtown Cadillac it is for all of the businesses in the downtown area.

Engels asked what Willow/Primos and G&D said about parking.

Wallace stated the actual location of parking at those locations is an additional detail that would have to be worked on along with the engineering of the routes.

Mayor Filkins noted snowmobilers will want to park their machines in locations where they will be safe.

Engels noted the City Park location is a nice access point.

Peccia noted the parking lot directly across from the boat launch, commonly known as the trailer lot, could be used for snowmobile trailers.

Mayor Filkins stated we once again provided the opportunity for feedback from the public. She noted she heard a lot of support from the community and has not heard negative input this time. She stated if Council agrees to move this forward then City staff can work on perfecting what this would look like in the future.

Elenbaas asked if Pollard Street is on the list to be paved in the future.

Owen Roberts, Director of Finance, stated it is not scheduled to be paved in the next 6-years.

Engels stated he would like to receive input from the Director of Public Safety at some point because we may be bringing problems into the City

Mayor Filkins stated it will be the responsibility of the Public Safety Department to ensure people follow the rules.

King defined the routes as follows:

Route 1 – consists of the first 9 slides presented

Route 2 - comes up by the City dock and allows parking in the City Park

Route 3 – the G&D route

2022-062 Approve proposals for snowmobile routes.

Motion was made by King and supported Elenbaas to approve the proposals for Routes 1, 2, and 3 as described; understanding that City staff will come back to Council before the routes are put into use and provide the plan for what improvements are required with the anticipation that if all goes well we will be able to open those routes in fall/winter 2022.

Motion unanimously approved.

B. Public hearing to consider adoption of Resolution Approving Brownfield Plan for the 101 Harris Redevelopment.

Peccia stated the next three (3) public hearings are with respect to the 101 Harris Redevelopment.

Mac McClelland, Brownfield Consultant - Otwell Mawby, P.C., presented information about the proposed 101 Harris Redevelopment (see attachment).

Mayor Filkins opened the public hearing.

Don Koshmider noted WWTV is involved in the project.

Mayor Filkins closed the public hearing.

Elenbaas stated he is very happy about this project. He noted the Northwood Hotel is an historic building. He asked if the City Council and the City Manager could tour the building at some point.

2022-063 Adopt Resolution Approving Brownfield Plan for the 101 Harris Redevelopment.

Motion was made by King and supported by Elenbaas to adopt the Resolution Approving Brownfield Plan for the 101 Harris Redevelopment.

Motion unanimously approved.

- C. Public hearing to consider adoption of Resolution Establishing an Obsolete Property Rehabilitation District for the 101 Harris Redevelopment.

Mayor Filkins opened the public hearing.

There were no public comments.

Mayor Filkins closed the public hearing.

2022-064 Adopt Resolution Establishing an Obsolete Property Rehabilitation District for the 101 Harris Redevelopment.

Motion was made by Elenbaas and supported by King to adopt the Resolution Establishing an Obsolete Property Rehabilitation District for the 101 Harris Redevelopment.

Motion unanimously approved.

- D. Public hearing to consider adoption of Resolution to Approve an Obsolete Property Rehabilitation Exemption Certificate Application for the 101 Harris Redevelopment.

Mayor Filkins opened the public hearing.

Don Koshmider stated he is amazed that WWTW is involved with this project. He expressed support for redevelopment of the building.

Pastor Troy Baxter noted he recently toured the building. He expressed support for the restoration and preservation of the building.

Mayor Filkins closed the public hearing.

2022-065 Adopt the Resolution to Approve an Obsolete Property Rehabilitation Exemption Certificate Application for the 101 Harris Redevelopment.

Motion was made by King and supported by Elenbaas to adopt the Resolution to Approve an Obsolete Property Rehabilitation Exemption Certificate Application for the 101 Harris Redevelopment.

Motion unanimously approved.

- E. Public hearing to consider approval of the Fiscal Year 2023-2028 Capital Improvement Program.

Owen Roberts, Director of Finance, presented highlights of the 6-Year Capital Improvement Program, 2023-2028 (see attachment).

Mayor Filkins opened the public hearing.

There were no public comments.

Mayor Filkins closed the public hearing.

Elenbaas noted Leeson Street is not on the list of streets to be repaired. He asked why we don't apply for an MDOT Grant.

Roberts stated Leeson Street has deteriorated quickly over the past few years. He noted we are going to be reviewing how we can perform some work on that street.

2022-066 Approve FY 2023-2028 Capital Improvement Program.

Motion was made by King and supported by Engels to approve the Fiscal Year 2023-2028 Capital Improvement Program as presented.

Motion unanimously approved.

- F. Public hearing to discuss the 2022/2023 Annual Operating Budget.

Roberts presented highlights of the 2022/2023 Annual Operating Budget (see attachment).

Mayor Filkins opened the public hearing.

There were no public comments.

Mayor Filkins closed the public hearing.

COMMUNICATIONS

- A. Cadillac Area Symphony Orchestra

2022-067 Approve banner for Cadillac Area Symphony Orchestra.

Motion was made by Elenbaas and supported by Engels to approve the display of a banner from May 9-16, 2022 for the Cadillac Area Symphony Orchestra.

Motion unanimously approved.

- B. Wexford County Veterans Services

2022-068 Approve banner for Wexford County Veterans Services.

Motion was made by Elenbaas and supported by Engels to approve the display of a banner from May 16-23, 2022 for Wexford County Veterans Services.

Motion unanimously approved.

C. Rotary Club of Cadillac

2022-069 Approve street closure for Rotary Club of Cadillac.

Motion was made by King and supported by Engels to approve the closure of Linden St. between Chestnut St. and Division St. from 8:00 am to 8:45 am on May 30, 2022 for the Cadillac Rotary Stride for S.T.R.I.V.E. 5k.

Motion unanimously approved.

D. Cadillac Garden Club

2022-070 Approve request from Cadillac Garden Club.

Motion was made by Elenbaas and supported by Engels to grant permission for the Cadillac Garden Club to place Fungiphone toddlers musical instrument in the Sound Garden.

Motion unanimously approved.

APPOINTMENTS

A. Recommendation regarding appointment to the Cadillac-Wexford Airport Authority.

2022-071 Approve appointment to the Cadillac-Wexford Airport Authority.

Motion was made by King and supported by Elenbaas to approve the appointment of Casey Boyer to the Cadillac-Wexford Airport Authority for a partial term to expire on February 22, 2023.

Motion unanimously approved.

CITY MANAGER'S REPORT

A. Amendment to Refuse Removal Contract with Republic Services.

Peccia noted in accordance with the discussion held at the City Council FY2023 budget work session on April 4, 2022, an amendment to the refuse removal contract is being recommended. He stated the amendment will extend the term of the contract for a 5-year period with an option for a 3-year extension. He stated the Non-Fuel Portion of the rate will increase \$1 per unit. He noted the language under the Fuel-Portion will remain the same.

2022-072 Approve amendment to Refuse Removal Contract with Republic Services.

Motion was made by Elenbaas and supported by Engels to approve the amendment to the refuse removal contract with Republic Services as presented.

Motion unanimously approved.

B. Amendment to Recycling Contract with Ms. Green, LLC.

Peccia noted in accordance with the discussion held at the City Council FY2023 budget work session on April 4, 2022, an amendment to the recycling service contract is being recommended. He stated the amendment will extend the term of the contract for a 5-year period with an option for a 3-year extension. He stated the Non-Fuel Portion of the rate will increase \$0.25 per unit. He noted the language under the Fuel-Portion will remain the same.

2022-073 Approve amendment to Recycling Service Contract with Ms. Green, LLC.

Motion was made by Elenbaas and supported by Engels to approve the amendment to the Recycling Service Contract with Ms. Green, LLC as presented.

Motion unanimously approved.

ADOPTION OF ORDINANCES AND RESOLUTIONS

A. Adopt Resolution Authorizing the Submittal of a Grant Application to the CDBG Public Gathering Spaces Initiative.

Peccia stated there are new grant opportunities from the State of Michigan. He noted there is a \$1 million grant opportunity under the CDBG Public Gathering Spaces Initiative. He stated this would help fund a collaboration of projects between the City and CAPS including a small portion of the stadium project, improvements along the Keith McKellop Walkway and potentially the picnic shelter at the Trailhead. He noted this resolution of support does not fund any project but is a necessary piece of the grant application.

Elenbaas asked if CAPS has earmarked anything.

Peccia stated part of the CAPS project includes ADA sidewalks and other infrastructure around their facilities.

2022-074 Adopt Resolution Authorizing the Submittal of a Grant Application to the CDBG Public Gathering Spaces Initiative.

Motion was made by Elenbaas and supported by Engels to adopt the Resolution Authorizing the Submittal of a Grant Application to the CDBG Public Gathering Spaces Initiative.

Motion unanimously approved.

PUBLIC COMMENTS

Pastor Troy Baxter presented a document containing signatures from people living in the immediate area near Cooley School that support Cornerstone Ministries reuse of that property. He also presented a document containing signatures from people living in the immediate area near Cooley School that strongly oppose any zoning change to allow apartments on that site.

Don Koshmider handed out cards with information about COVID Vaccines and mentioned some book titles.

GOOD OF THE ORDER

Elenbaas stated he believes Wexford County Veterans Services does a great job. He mentioned a few cities that have posters with pictures of veterans and their service on streetlights in the downtown area. He noted he doesn't know where the money comes from but wants to investigate it further to possibly implement it in the City of Cadillac.

Engels noted it is a good idea and asked if the DDA is in charge of banners.

Peccia indicated that is correct.

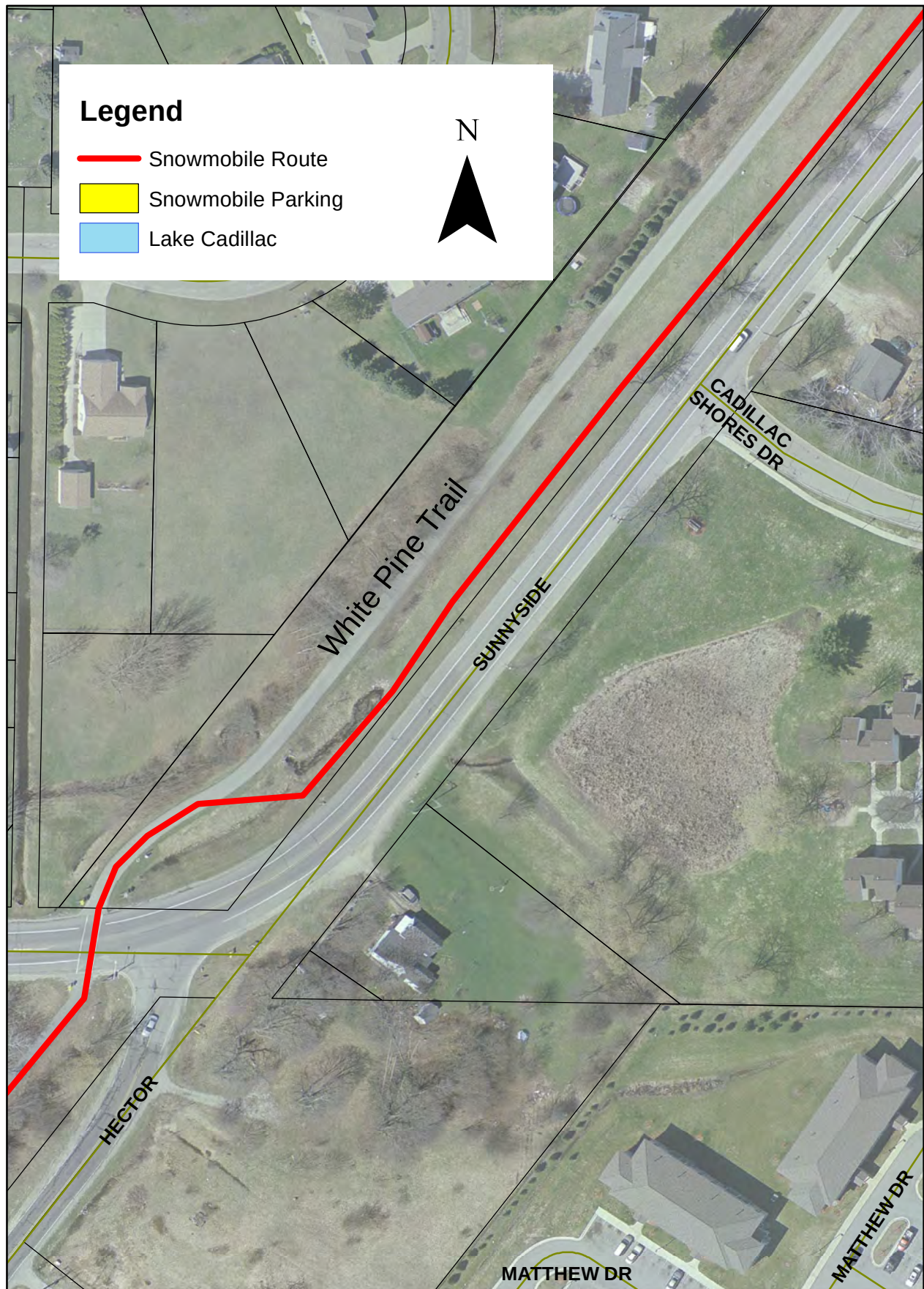
ADJOURNMENT

Respectfully submitted,

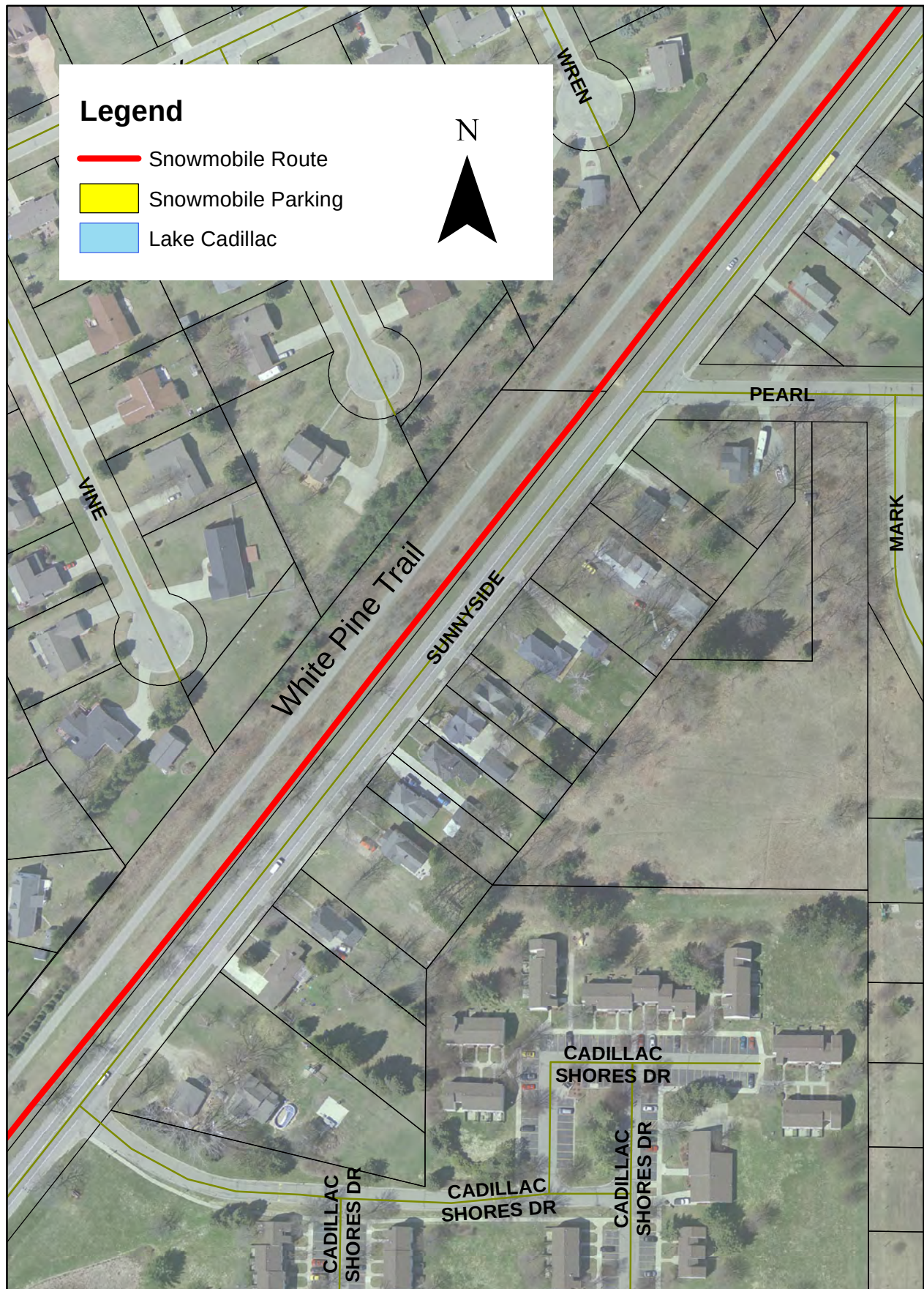
Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk

Snowmobile Routes and Parking



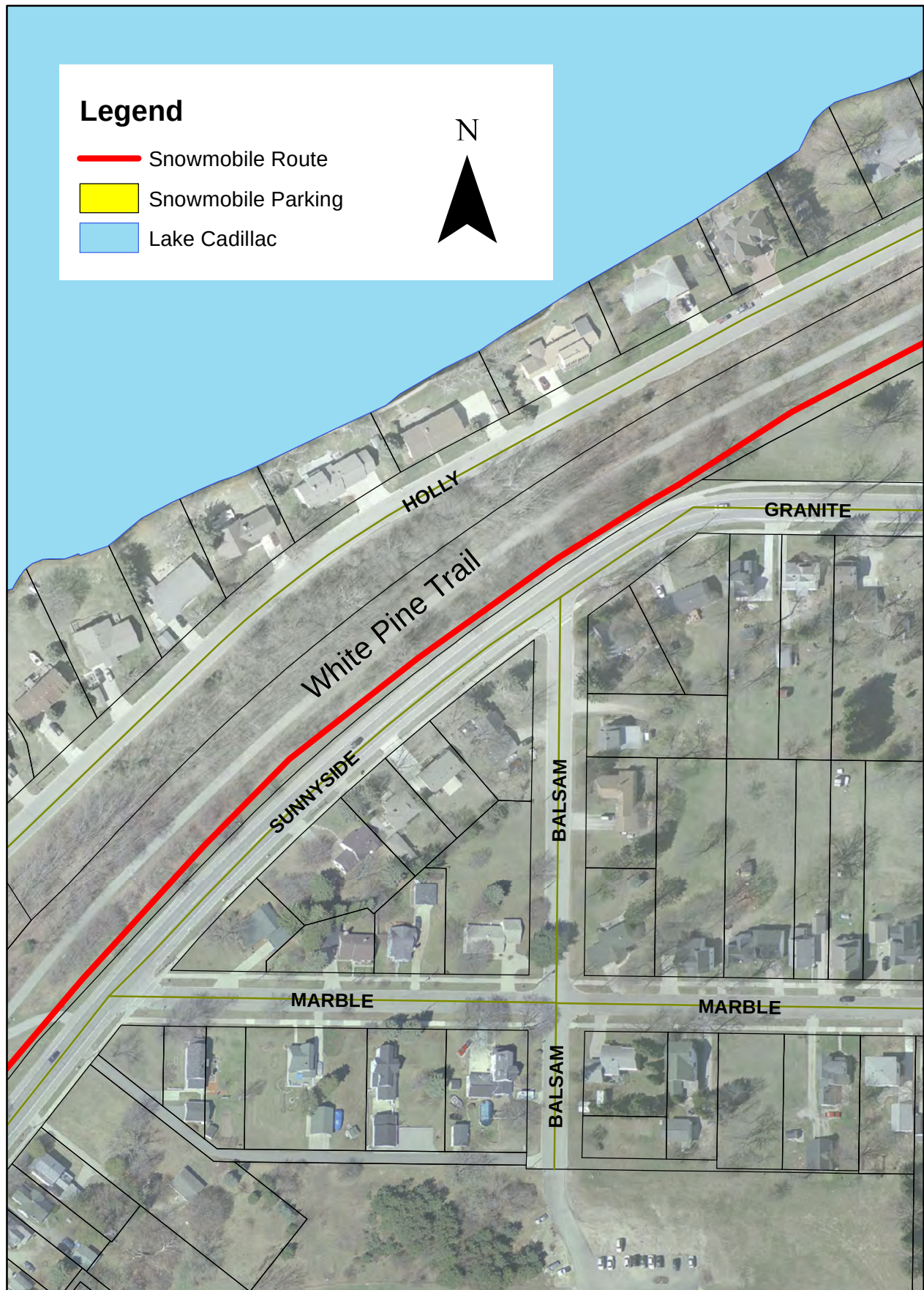
Snowmobile Routes and Parking



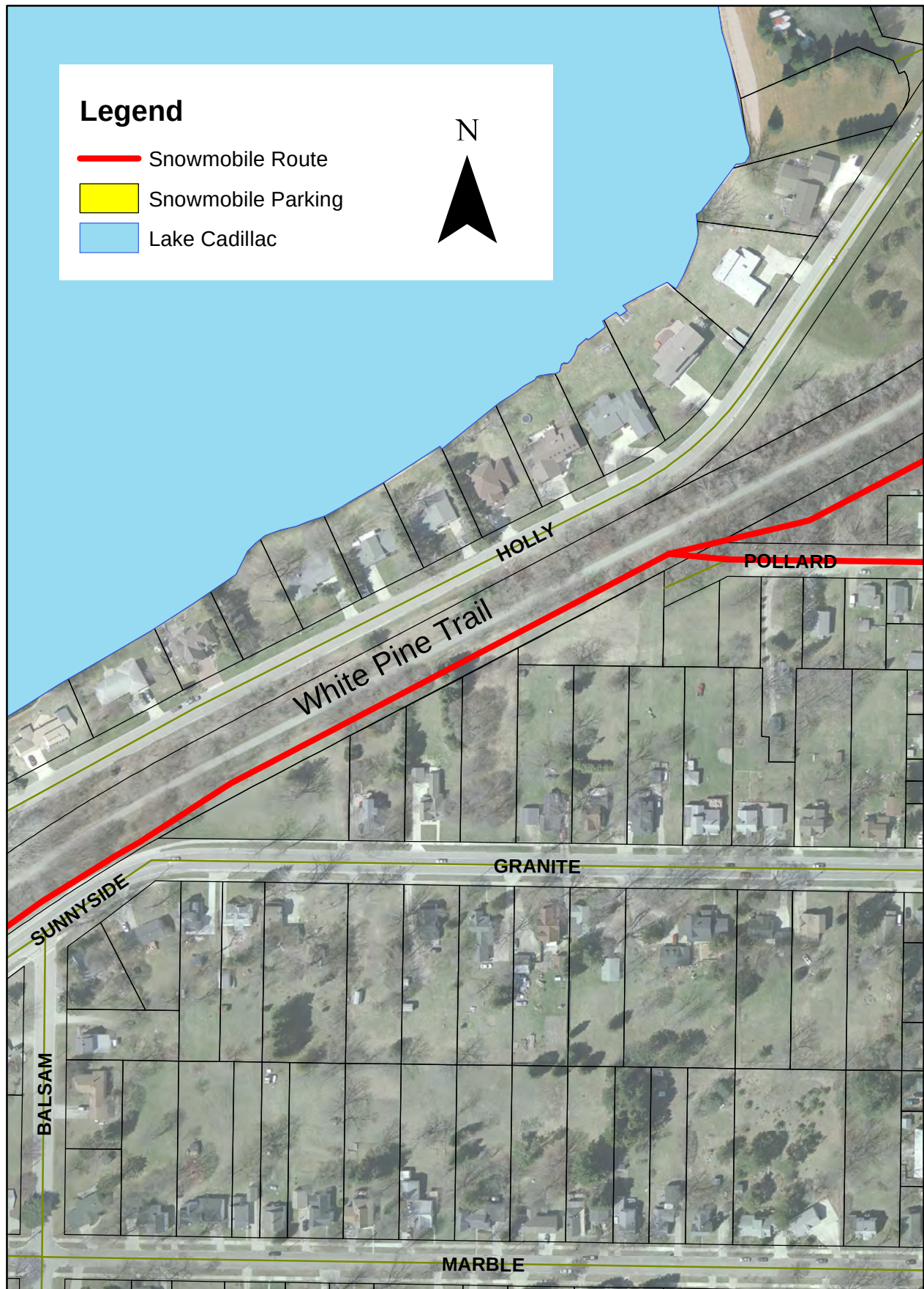
Snowmobile Routes and Parking



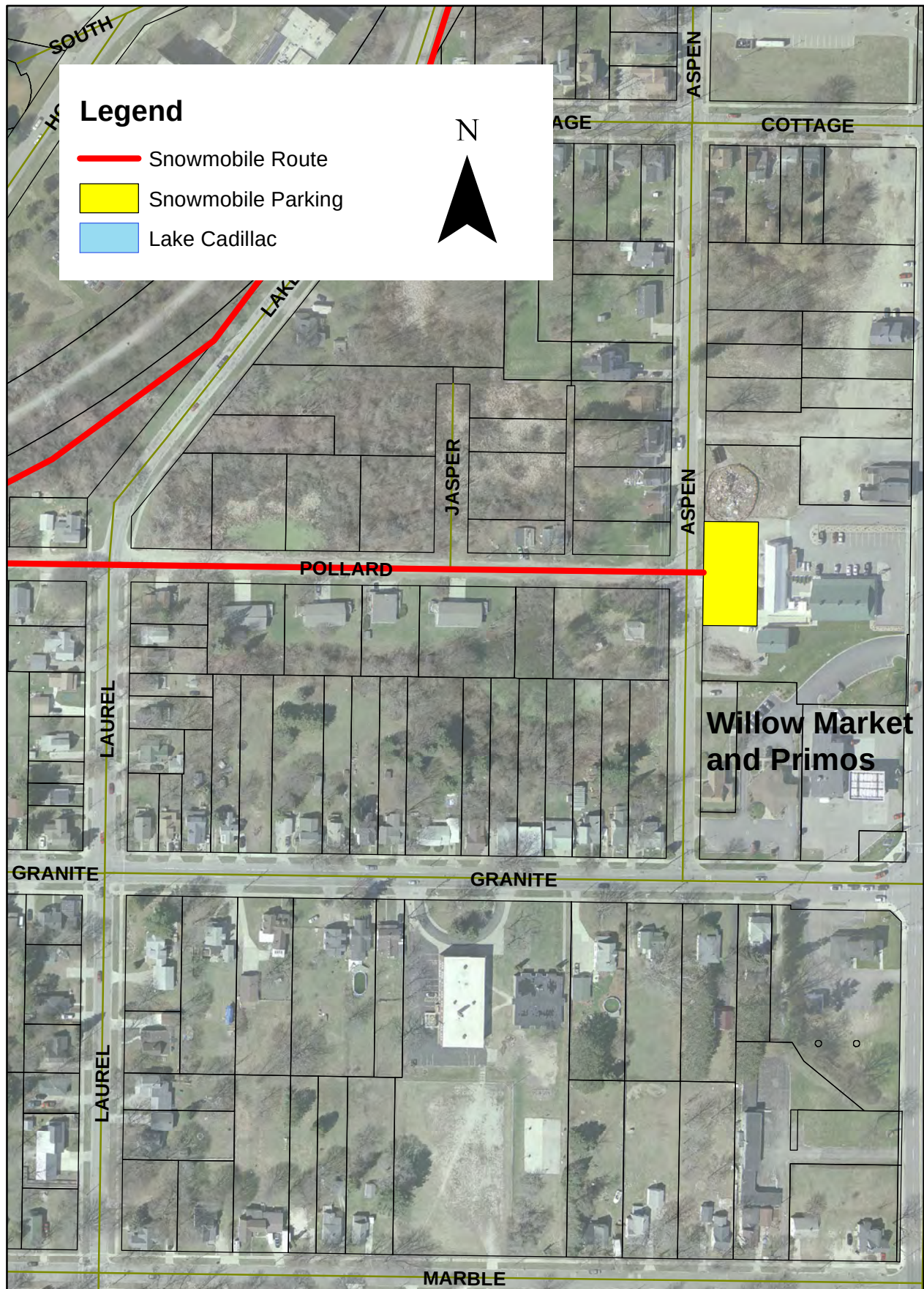
Snowmobile Routes and Parking



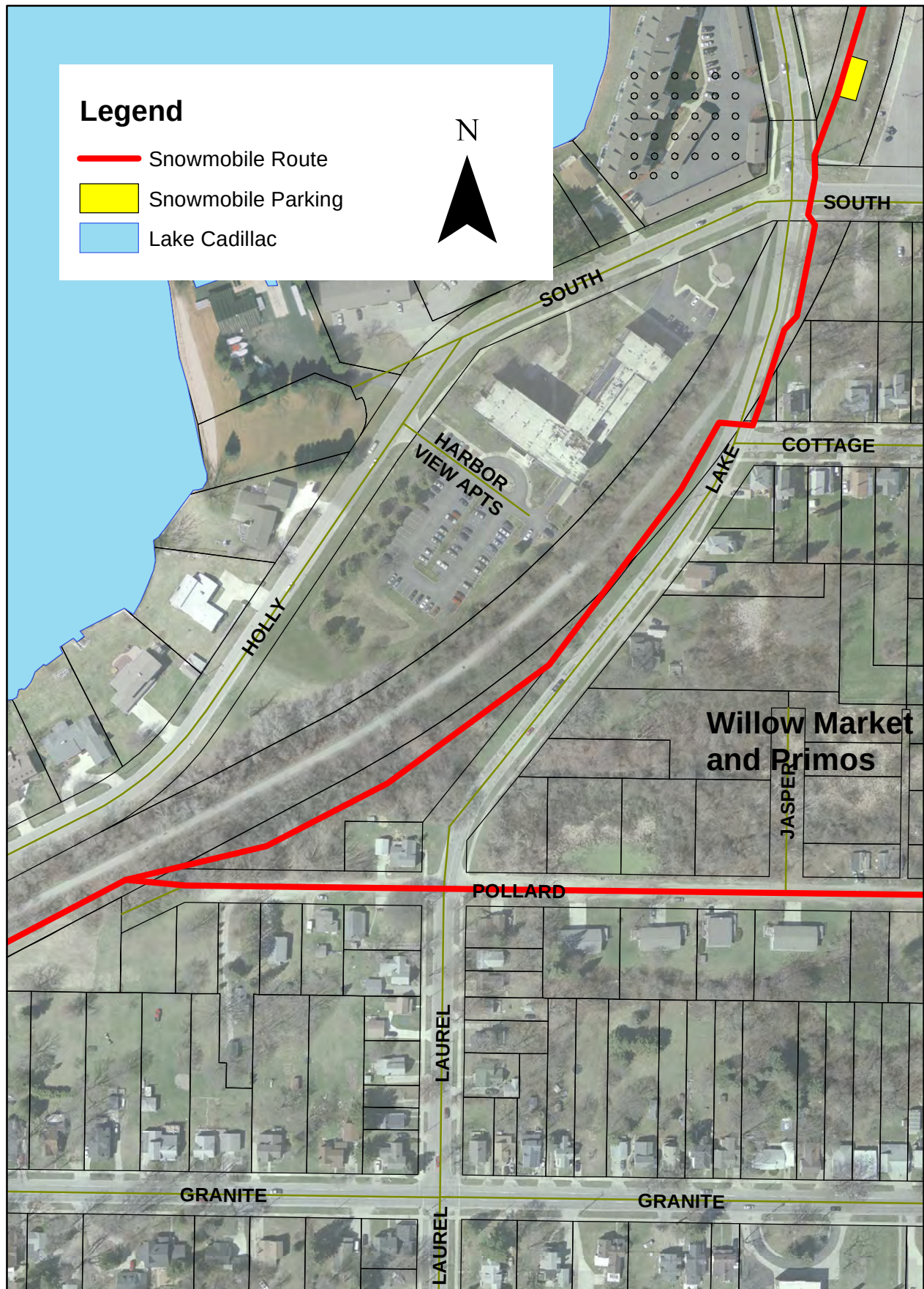
Snowmobile Routes and Parking



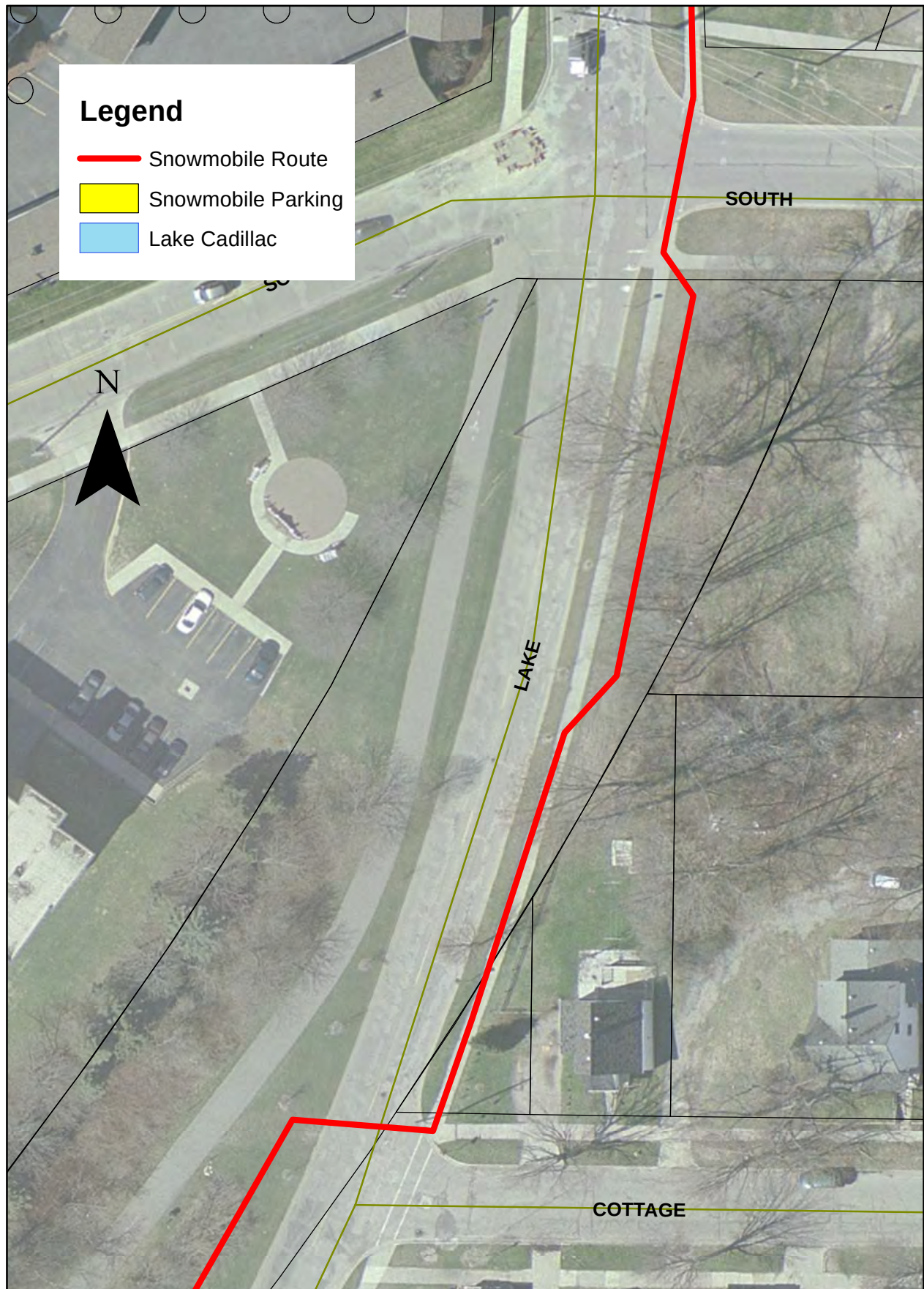
Snowmobile Routes and Parking



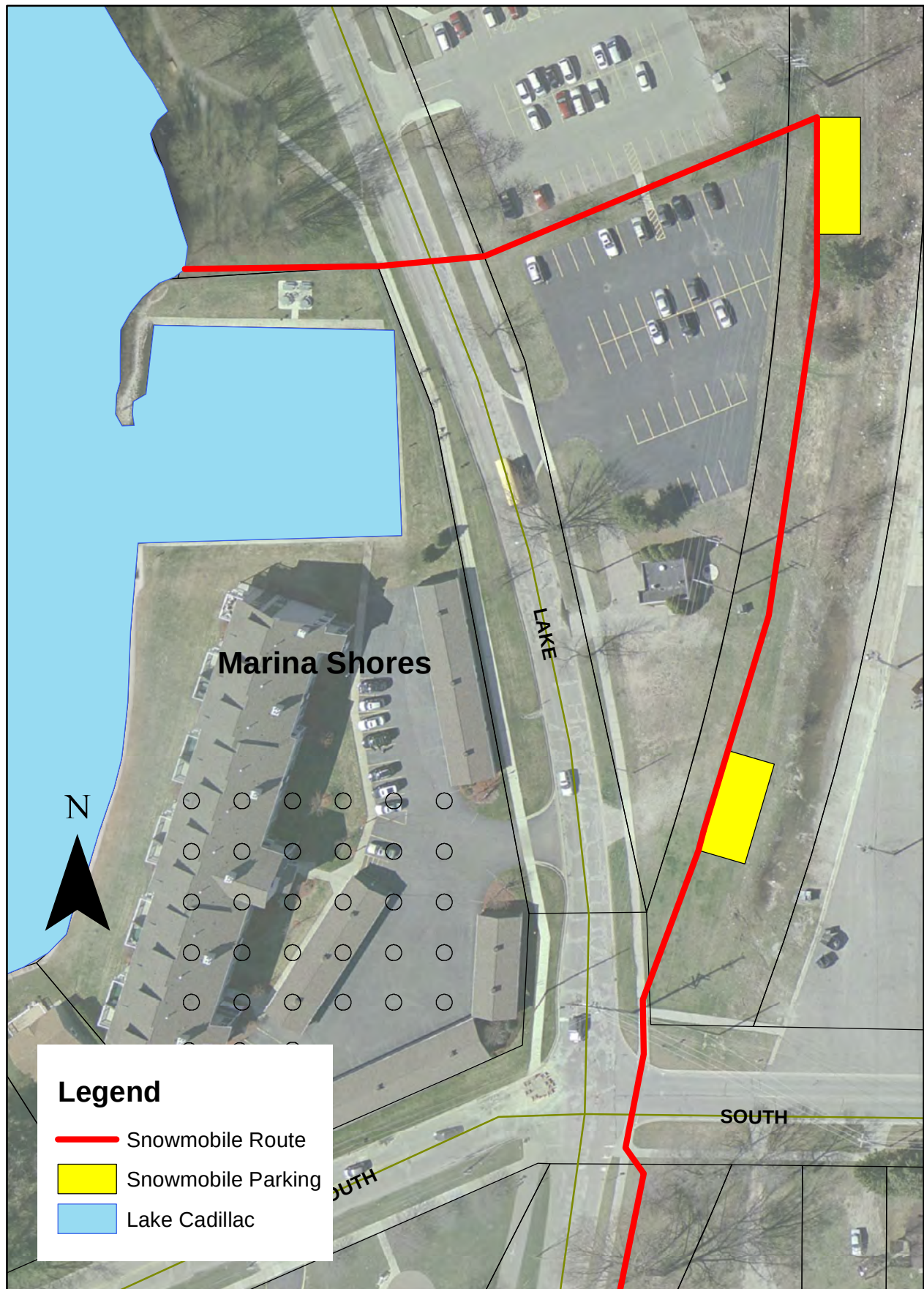
Snowmobile Routes and Parking



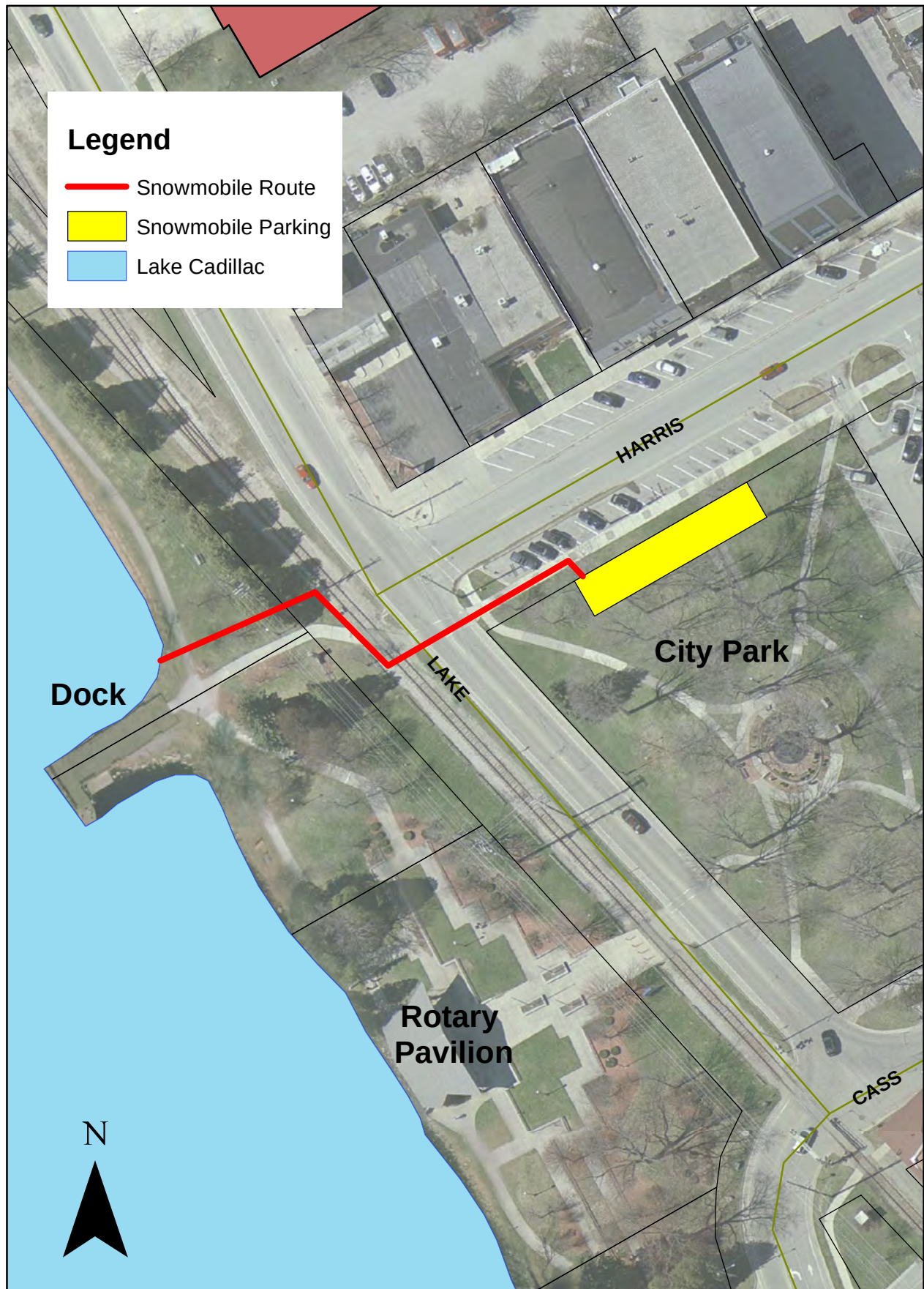
Snowmobile Routes and Parking



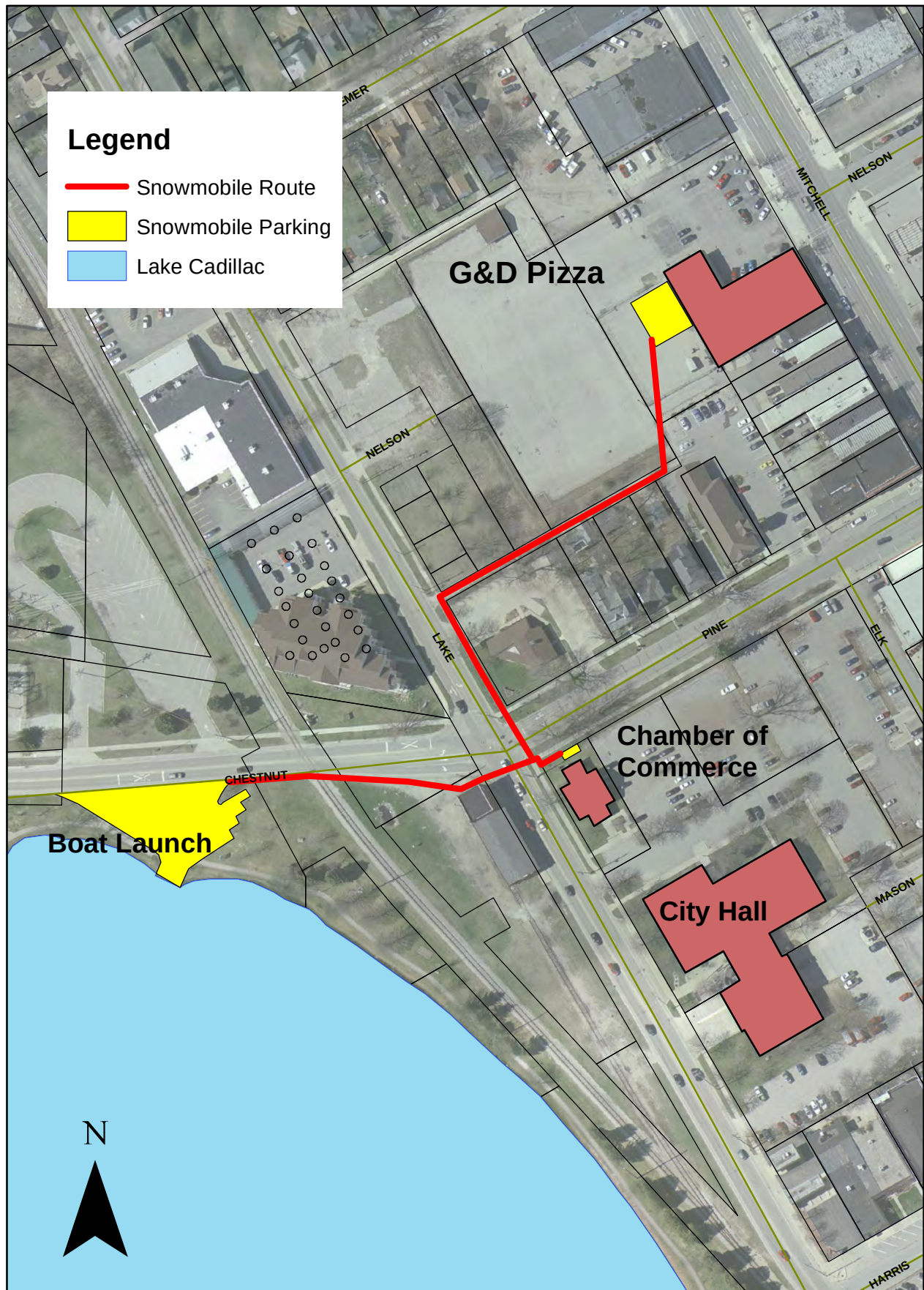
Snowmobile Routes and Parking



Snowmobile Routes and Parking



Snowmobile Routes and Parking



101 HARRIS REDEVELOPMENT



Brownfield Redevelopment (Act 381, PA 1996)
Obsolete Property Rehabilitation (Act 146, PA 2000)

Cadillac City Council

April 18, 2022

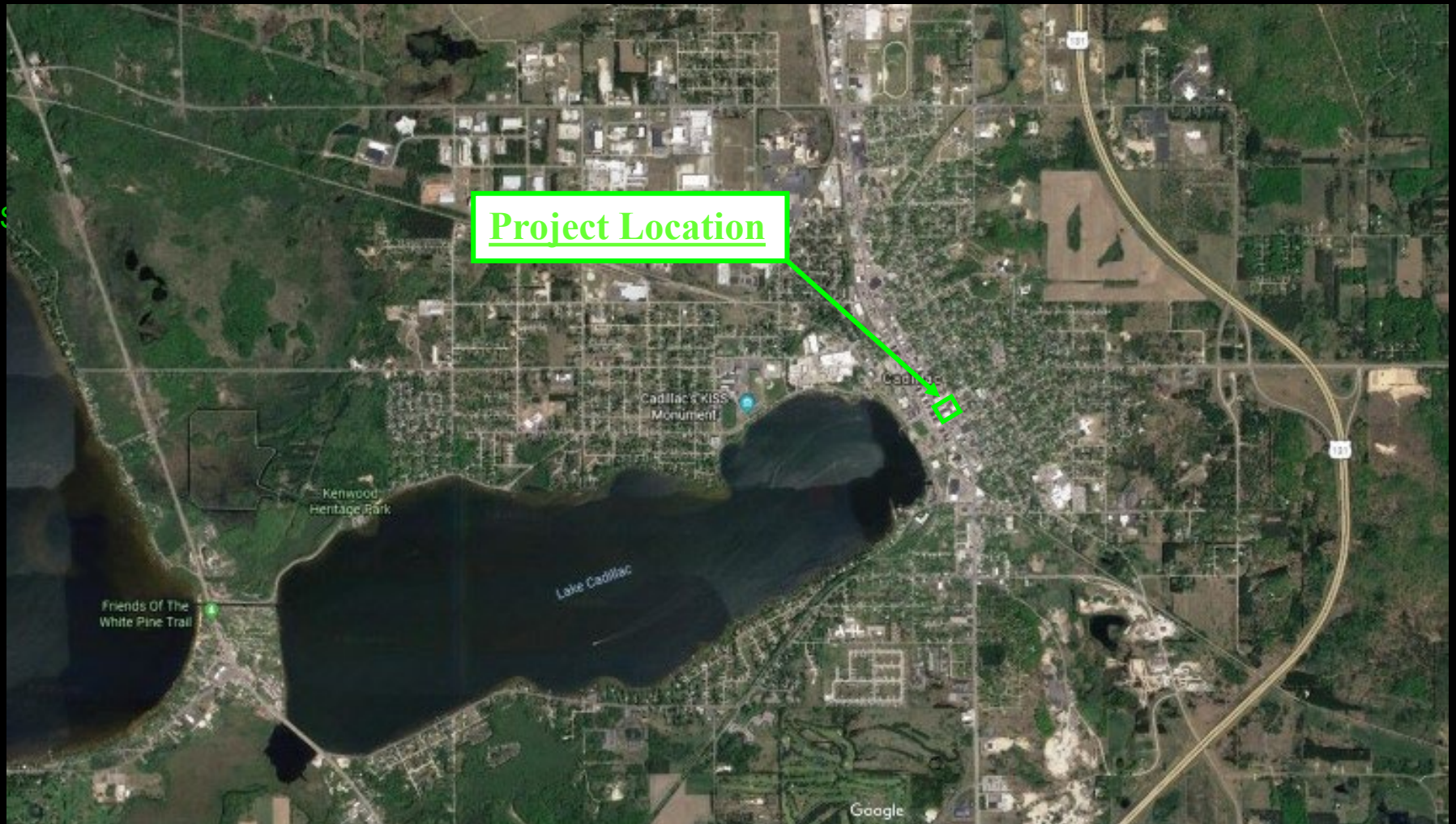


OUTLINE

- Project Overview
- Brownfield Redevelopment
- Obsolete Property Rehabilitation
 - OPRA District
 - OPRA Application
- Process and Approvals

PROJECT OVERVIEW

- Downtown Cadillac – E. Harris and N. Mitchell



PROJECT OVERVIEW

- Downtown Cadillac – E. Harris and N. Mitchell
- 101 E. Harris and adjacent parcel



PROJECT OVERVIEW

- Former Northwoods Hotel
- Built in the early 1900's
- Functionally Obsolete
- Approximately 12,000 square feet, three stories with basement



PROJECT OVERVIEW

- Former Northwoods Hotel
- Built in the early 1900's
- Functionally Obsolete
- Approximately 12,000 square feet, three stories with basement
- Developers: Val Vista RV Park, LLC/WFQX & WWTW
- Adaptive Reuse – Mixed Use
- 23 Apartments totaling ~10,700 square feet
- Commercial ~1,150 square feet
- New Electrical, Plumbing, HVAC, Walls, Doors, Entrances, Windows/Exterior Refurbishment
- Total Investment ~ \$4,600,000



CHALLENGES

- Significant Abatement/Demolition
- Cost of Renovation
- Rent will not meet construction and operating costs
- Project would not proceed without economic development incentives.



ECONOMIC DEVELOPMENT INCENTIVES

1. Brownfield TIF
Reimbursement of
Abatement/Demolition
2. OPRA Tax Abatement of
Local Taxes and 50% State
Taxes (requested).



PUBLIC PURPOSE

- Increased Investment/Tax Base
- Redevelop Obsolete Property
- Downtown Housing for “Missing Middle”
- Additional Employment
- Spin off Redevelopment

BROWNFIELD REDEVELOPMENT

- Act 381, PA 1996 as amended
- Provides reimbursement of *Eligible Activities on Eligible Property* through *Tax Increment Financing (TIF)*
- 101 E. Harris qualifies as Eligible Property as functionally obsolete.
- Eligible Activities include asbestos abatement, demolition, and infrastructure.
- While local property taxes will be abated under OPRA, increased State taxes generated by investment can be captured for reimbursement



BROWNFIELD APPROVAL PROCESS

- Brownfield Plan is prepared
 - Defines Eligible Property, Details Eligible Activities, and Estimates Impact on Taxing Jurisdictions
- Approved by Brownfield Authority
- Interlocal Agreement Approved by DDA
- Notices to Taxing Jurisdictions
- Public Hearing held by City Council
- Approved by City Council
- MEDC/MSF Approves State Tax Capture

OBSOLETE PROPERTY REHABILITATION

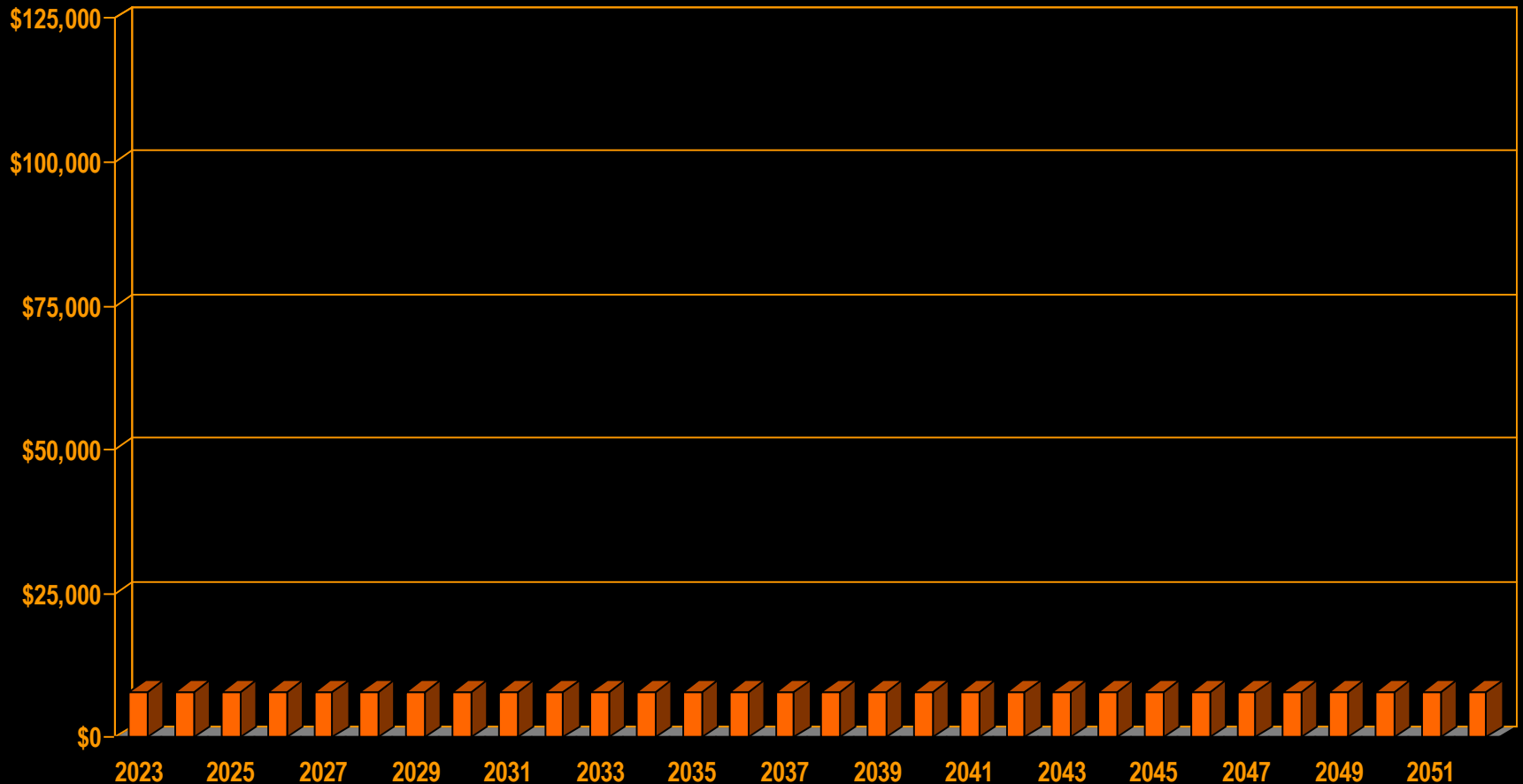
- Act 146, PA 2000 as amended
- Freezes building taxable value at the level before renovation.
- Local property taxes are abated; if approved, 50% State property taxes are abated.
- Abatement period 6 years for State and 12 years for Local
- State property taxes are based on new assessment after 6 years, Local property taxes after 12 years



OPRA APPROVAL PROCESS

- District
 - Request to Establish OPRA District
 - Notices to Property Owners and Assessor
 - City Council Holds Public Hearing
 - City Council Establishes OPRA District
- Application for OPRA Exemption Certificate
 - Application Filed
 - Notices to Taxing Jurisdictions
 - City Council Holds Public Hearing
 - City Council Approves Application
 - State Tax Commission Approves Application

BROWNFIELD TAX INCREMENT FINANCING



■ Base Taxes

■ Local Tax Capture

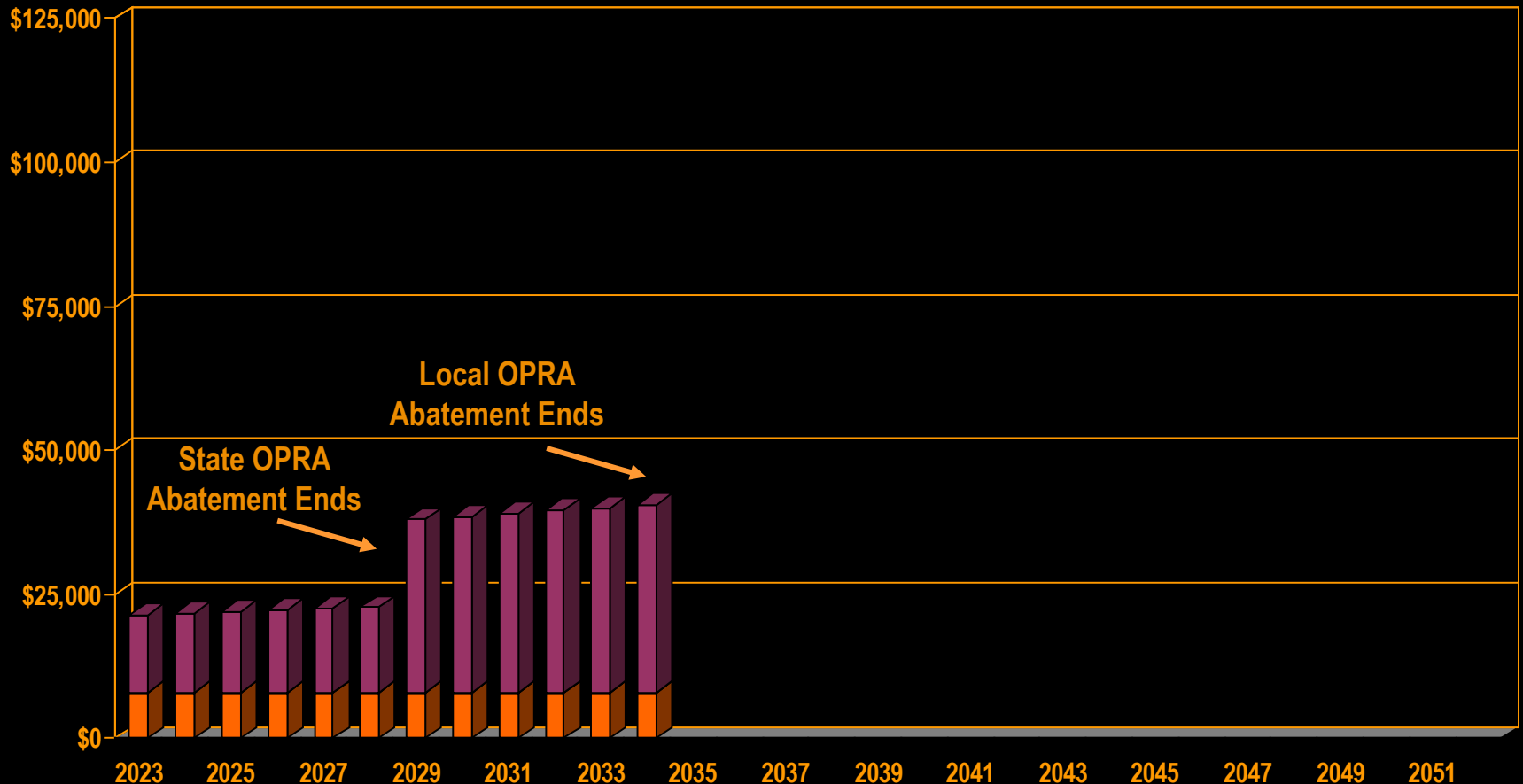
■ State Tax Capture

■ Local Brownfield Revolving Fund

■ Local Revenues

■ State Revenues

BROWNFIELD TAX INCREMENT FINANCING



■ Base Taxes

■ Local Tax Capture

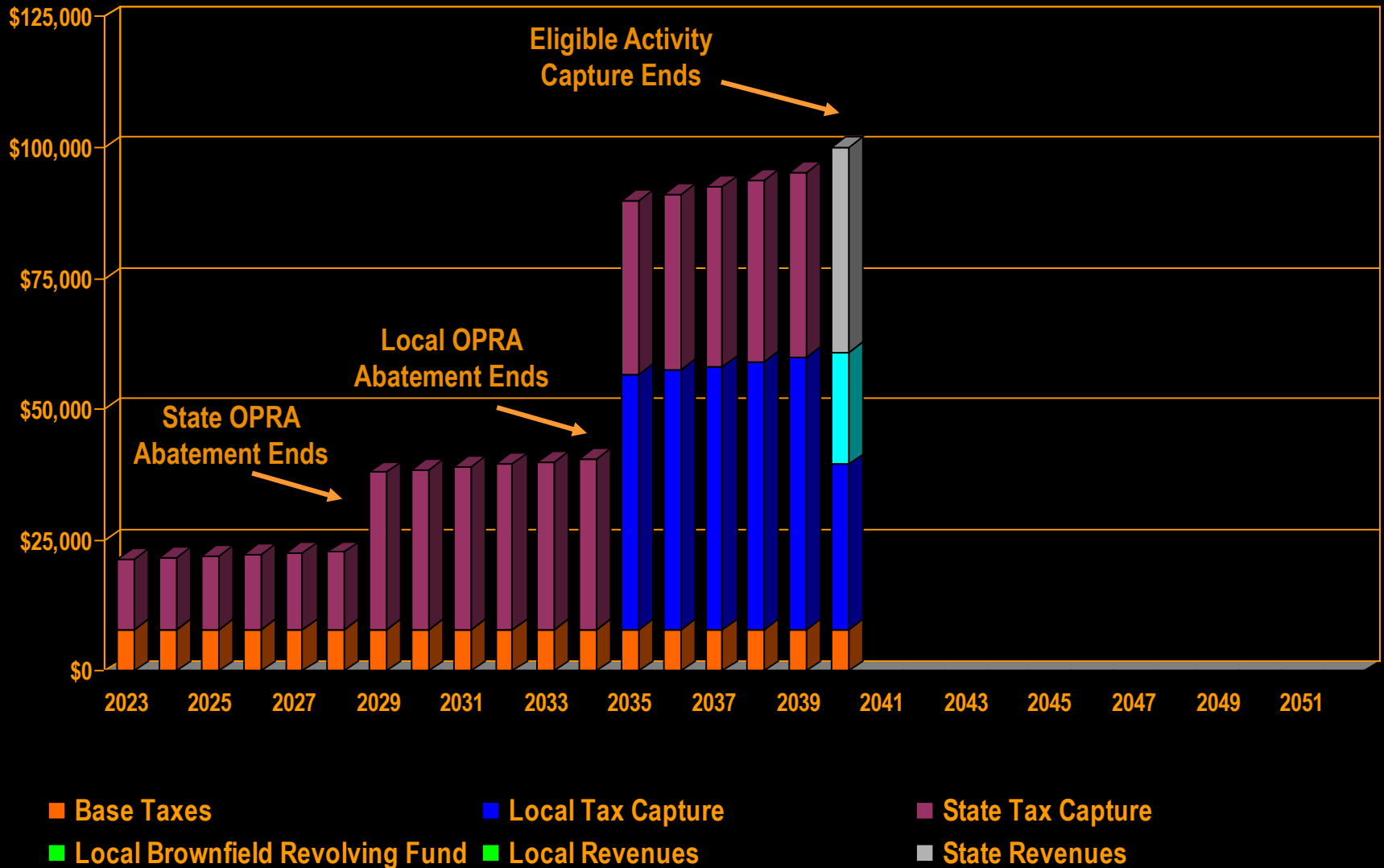
■ State Tax Capture

■ Local Brownfield Revolving Fund

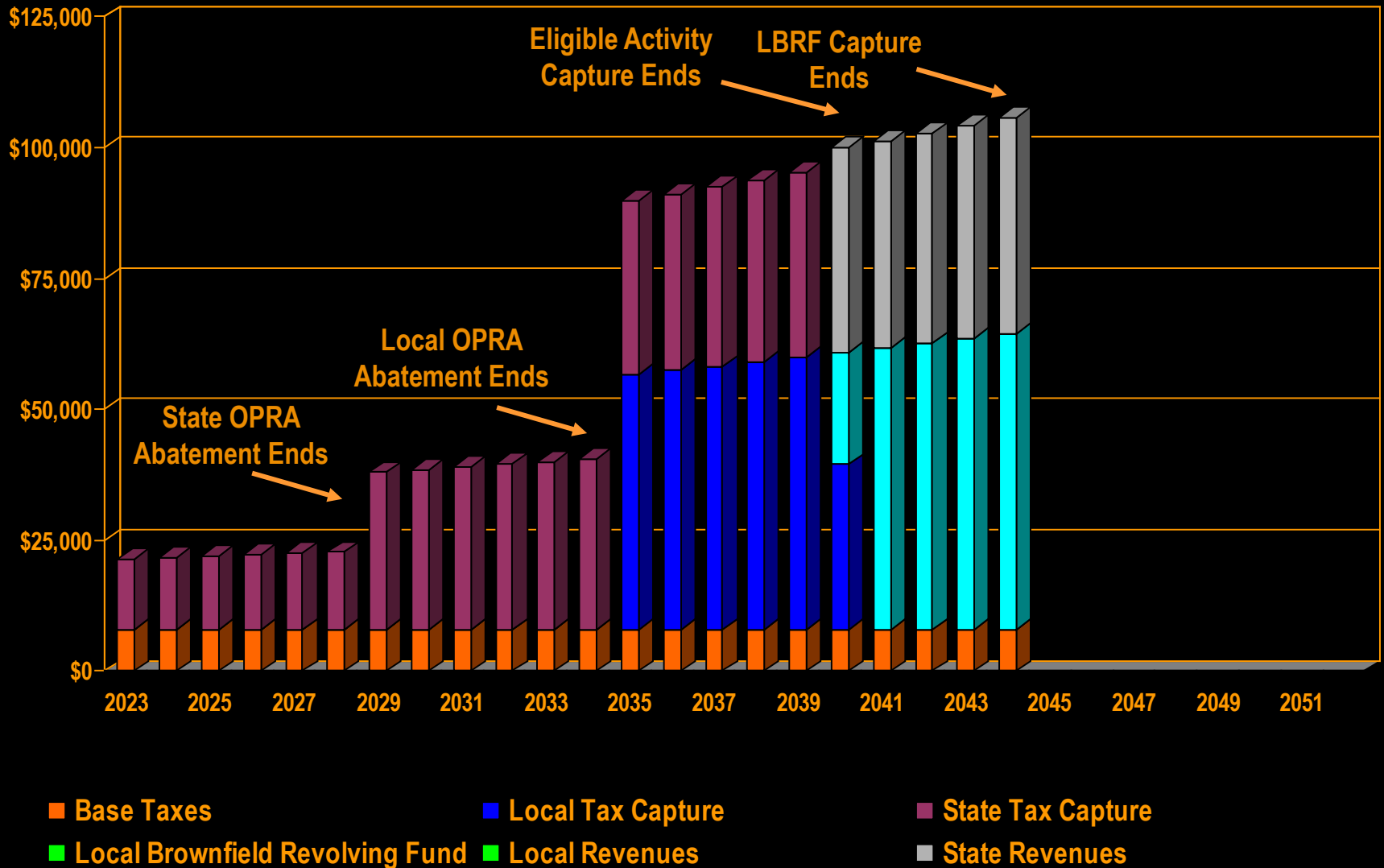
■ Local Revenues

■ State Revenues

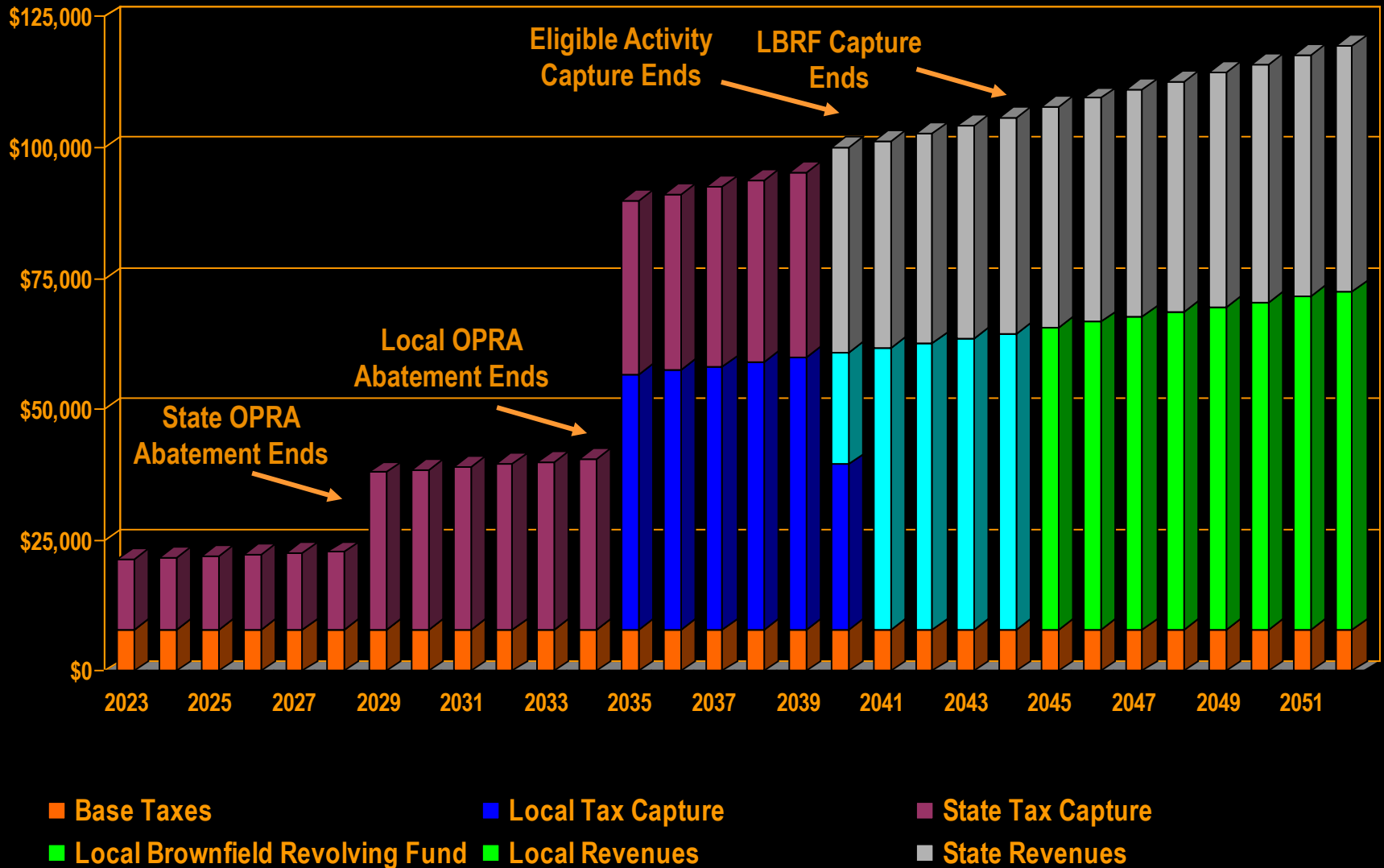
BROWNFIELD TAX INCREMENT FINANCING



BROWNFIELD TAX INCREMENT FINANCING



BROWNFIELD TAX INCREMENT FINANCING





KEY CONSIDERATIONS

- Project would not proceed with incentives.
- Current property taxes are \$7,940 per year – will continue to go to taxing jurisdictions.
- Brownfield TIF leveraged local abatement and capture with State tax capture (~\$462,000).
- Schools and ISD are held harmless for Brownfield TIF capture.
- After incentives, project will provide ~\$100,000 per year in property taxes.
- Project renovates a vacant building and provides housing and commercial space in downtown.



PUBLIC HEARINGS

1. Brownfield Plan
2. OPRA District Establishment
3. Application for OPRA Exemption Certificate



CITY COUNCIL ACTION

1. Resolution to Approve Brownfield Plan
2. Resolution to Establish OPRA District
3. Resolution to Approve Application for OPRA Exemption Certificate

101 HARRIS REDEVELOPMENT



Brownfield Redevelopment (Act 381, PA 1996)
Obsolete Property Rehabilitation (Act 146, PA 2000)

Cadillac City Council

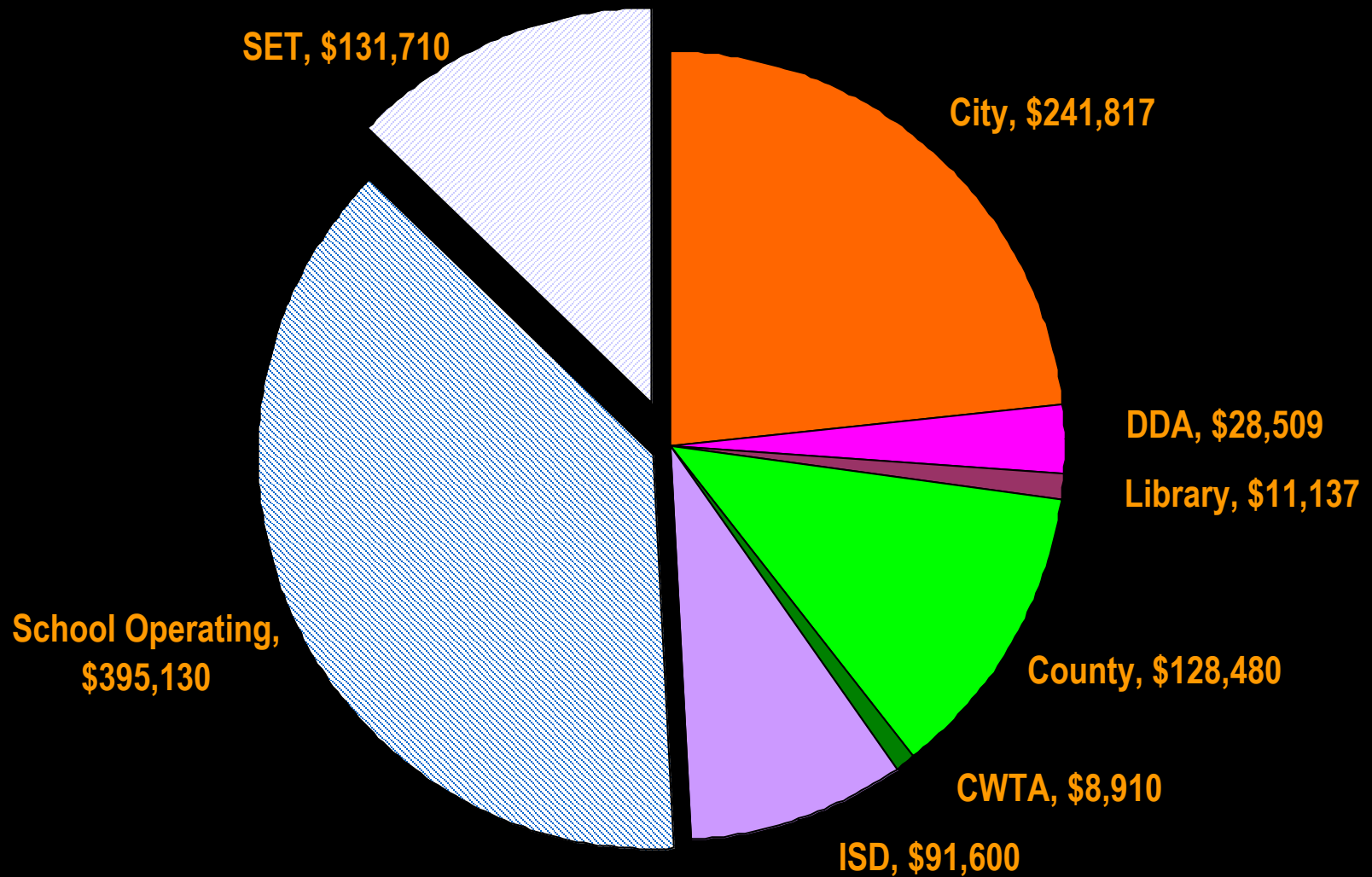
April 18, 2022



BROWNFIELD OPRA SCHEDULE

<i>ACTION</i>	<i>BOARD</i>	<i>DATE</i>
Approve Brownfield Plan	CBRA	March 21
Approve Resolutions Establishing Public Hearing for Brownfield Plan, OPRA District, and the OPRA application	City Council	April 4
Notices to Taxing Jurisdictions for both Brownfield Plan and OPRA District and OPRA Property Owners (certified mail for OPRA District)	City Staff	April 7
Approve Interlocal Agreement	DDA	April 27
Hold Public Hearings and Approve Brownfield Plan, OPRA District, and OPRA application.	City Council	April 18
MSF Act 381 Work Plan Approval	MSF	July 2022
State Tax Commission OPRA Approval	STC	July 2022

TAX CAPTURE ALLOCATION





CAPITAL IMPROVEMENT PROGRAM

**6-Year Capital Improvement Program
2023-2028**



2023-2028 CAPITAL IMPROVEMENT PROGRAM

Introductory Information

What's the purpose?

- Planning
- Project Coordination
- Public Input and Communication

Is this required?

- Not by City, but Planning Act requires for 'public structures and improvements'
- Council approves, but does not appropriate funds at this point

How often is it updated?

- Annually as an early stage of the budget process

2023-2028 CAPITAL IMPROVEMENT PROGRAM

Introductory Information

How is a 'capital project' defined?

- An asset/project that costs in excess of \$7,500 with a useful life of more than one (1) year

How are projects identified?

- Departmental Requests
- City Council priorities
- Community Needs/Citizen Input
- Grants

2023-2028 CAPITAL IMPROVEMENT PROGRAM

Program Overview

Program identifies 135 projects costing **\$17,296,000** in capital projects for the next six (6) fiscal years.

TYPE	COST	#
Building	\$1,243,000	(15)
Utilities Infrastructure	3,134,500	(17)
Streets and Sidewalks	7,413,000	(24)
Technology, Vehicles and Equipment	4,628,000	(70)
Recreation	227,500	(7)
Industrial Park Expansion	650,000	(2)
TOTAL	\$17,296,000	(135)

2023-2028 CAPITAL IMPROVEMENT PROGRAM

Project Highlights

Street Infrastructure project schedule – YEAR 1:

MAJOR STREETS

- Carmel St. (*Cobbs/Stimson*) - \$300,000
- W. Division St. (*Linden to Colfax*) - \$550,000

LOCAL STREETS

- Lester Street (*Hobart to Howard*) - \$675,000
- Ayers Street (*Wheeler to Plett*) - \$410,000
- Simons Street (*Pine to Bremer*) - \$250,000

Years 2-6: \$4,478,000 (17 additional projects)

2023-2028 CAPITAL IMPROVEMENT PROGRAM

Project Highlights

UTILITIES INFRASTRUCTURE: 17 projects; \$3,134,500

- **Under Street Infrastructure Projects** – 13 projects; \$1,034,500; *Justification: Water/sewer mains and manholes replaced when streets are torn up;*
- **Sewer Lining** – 3 projects; years 3/4/5 - \$500,000 each year; *Justification: less costly than replacement; extends useful life of existing sewer mains;*

2023-2028 CAPITAL IMPROVEMENT PROGRAM

Project Highlights

HEAVY EQUIPMENT: 5 purchases; \$1,468,000

- **Small 1-Ton Dump Truck (Y2)** - \$70,000; Forestry (chipping), etc. DPW
- **Aerial Truck Overhaul (Y2)** - \$450,000; 25-year-old ladder truck; refurbish and rebuild; replacement cost could be up to \$1.75 million; refurb extends life up to ten years;
- **Backhoe (Y2)** - \$123,000; replace 20-year-old unit at end of its useful life; Utilities Dept.
- **New Fire Truck (Y5)** - \$600,000; replacement

2023-2028 CAPITAL IMPROVEMENT PROGRAM

Project Highlights

OTHER PROJECT HIGHLIGHTS:

- **Police Patrol Vehicles (Y2-6)** – Transition to SUV, utility-type PPV; increased costs; 8 total vehicles in fleet; 5 patrol
- **Police K-9 (Y1)** - \$15,000 should cover purchase and initial training
- **IT Computer Replacement (All Years)** - \$20,000 per year can replace 12-15 computers; helps keep necessary investment manageable each year; computers on 5-year replacement schedule;

2023-2028 CAPITAL IMPROVEMENT PROGRAM

Recommended Council Action

- Again – CIP is not required by City Charter or Ordinance
- Requesting Council approval for program
- Approves program as a plan but does not appropriate funds

QUESTIONS?



ANNUAL OPERATING BUDGET

PUBLIC HEARING

April 18, 2022

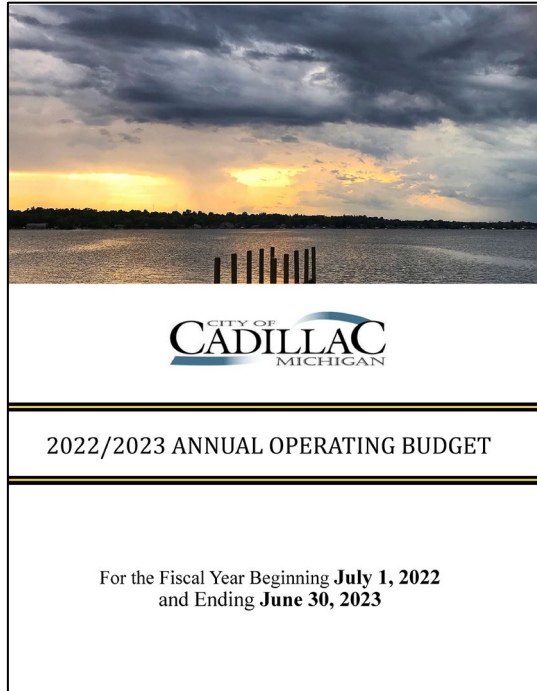


Budget Hearing Required by City Charter

Required by Charter

- Budget to City Council ‘...On or before the first day of April in each year...’ **(Section 10.2)**
- Public Hearing – public hearing in ‘...the second half of the month of April... ’ **(Section 10.3)**
- Budget Adoption - ‘Not before the 10th day of May, nor later than the last day in May in each year...’ **(Section 10.4)**
Note: per Section 5.6(b)(5), appropriating funds requires the affirmative vote of four or more members of the Council.
- Budget Amendments – Budget ordinance grants authority to amend the budget, when necessary, by resolution

FY2023 Budget Summary



Total Revenue – All Funds:	\$20,474,800
Total Spending – All Funds:	<u>\$22,111,500</u>
Revenue under spending:	(\$1,636,700)

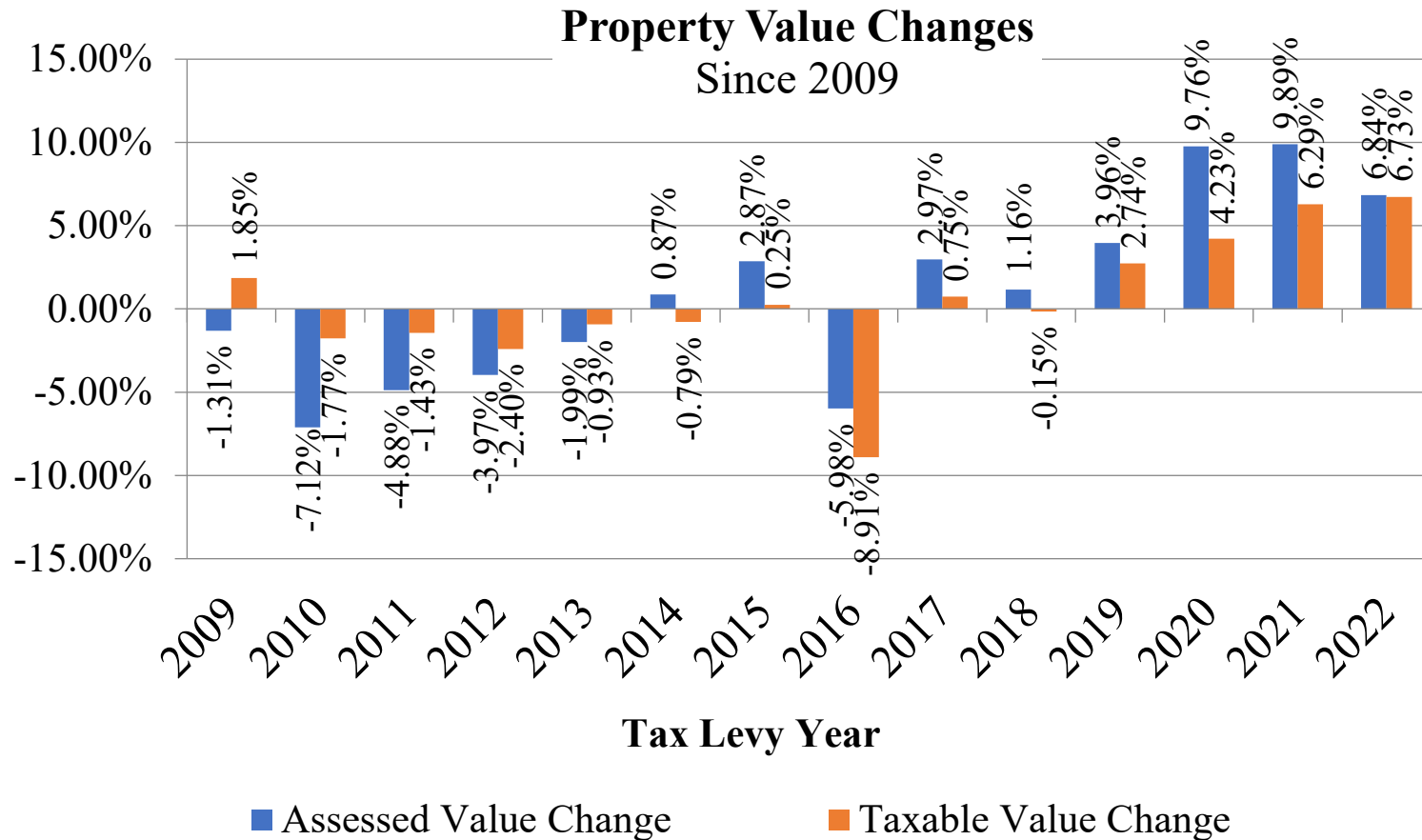
Use of reserves on hand represents spending down bond proceeds received in August 2020

- Major Street Fund - **\$516,800**
- Local Street Fund – **\$583,600**
- Downtown Infrastructure Project Fund: **\$455,000**

Budget Accomplishes several important priorities:

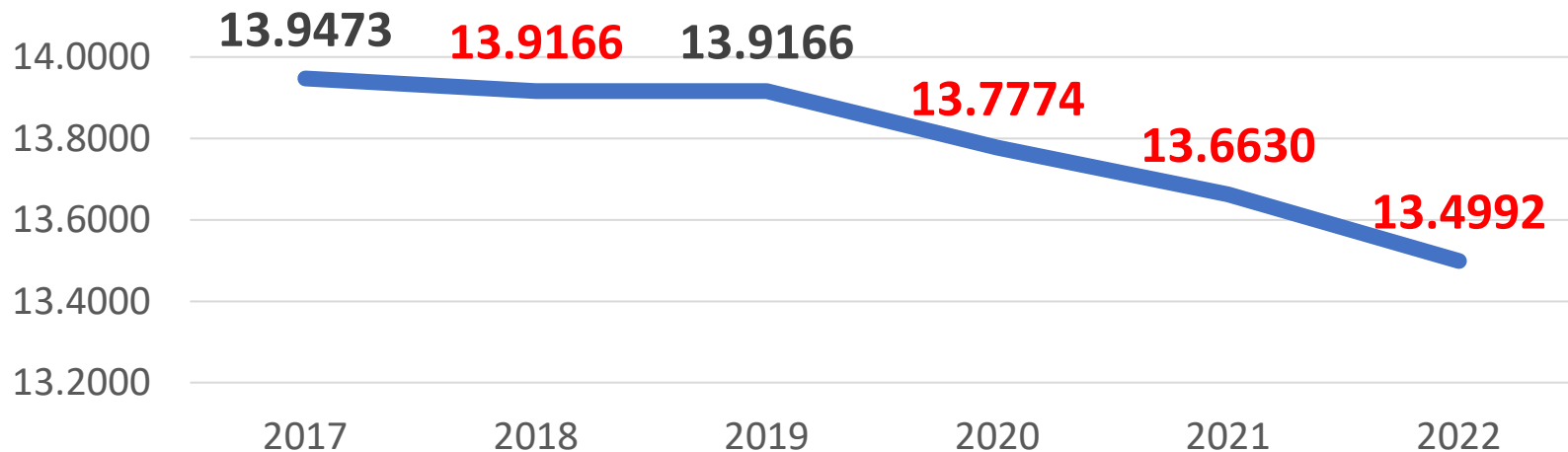
- Protection of Reserves
- Important investments -
 - ✓ Infrastructure (\$1.85M + Utilities)
 - ✓ People (COLA); Maintain authorized staffing
 - ✓ Public Safety (\$3.9M)
 - ✓ Clean water; effective and efficient wastewater treatment (\$4.7M)

Tax Base



BUT...

Operating Millage – Headlee impact



Operating Millage levy for FY23: **13.4992 mills** (reduction of 0.4481 mills since 2017)

Millage rate reduced in 4 the last 5 years due to restrictions of Headlee Amendment

Reduced current operating levy by ~\$46,000

Headlee also rolled back DDA millage from 1.9173 to **1.8501 mills**

Property Tax Revenue

Millage	Total Tax Levy	DDA Capture	LDFA Capture	Brownfield Capture	General Fund Revenue	Taxes Captured
General Operating	\$3,656,386	56,323	59,745	33,445	\$3,506,873	\$149,513
P&F Retirement	\$704,600	10,854	14,217	6,364	\$673,165	\$31,435

Millage Rates:

Operating: **13.4992 mills** (*down from 13.6630*)

P&F Retirement: **2.6000 mills** (*no change*)

DDA: **1.8501 mills** (*down from 1.9173*)

General Fund

Total Revenue: **\$7,898,100**

Revenue Highlights:

- **Property Taxes** - \$4,353,000 based on the current TV estimate
- **State Shared Revenue** - \$1,215,000 based on February projections from Treasury
- **Solid Waste Collection** – Fees up based on inflationary indexes and contract extensions (\$2.59 per month/\$31.08 per year)
- **Public Safety Contract Revenue** – MMR (\$77,000); CAPS (\$50,000); Clam Lake Twp. (\$200,000)

General Fund

Total Expenditures: **\$7,721,900**

Expenditure Highlights:

- **Important! Surplus** – Revenues exceed expenditures by \$176,200
- **Wages/Benefits** - \$5.1 million (66%)
- **Capital Purchases** – \$85,000 total (K-9, PPV, Police equipment, Parks)
- **Lake Treatment** – transfer of \$30,000 to offset costs of treatment and lake consultant

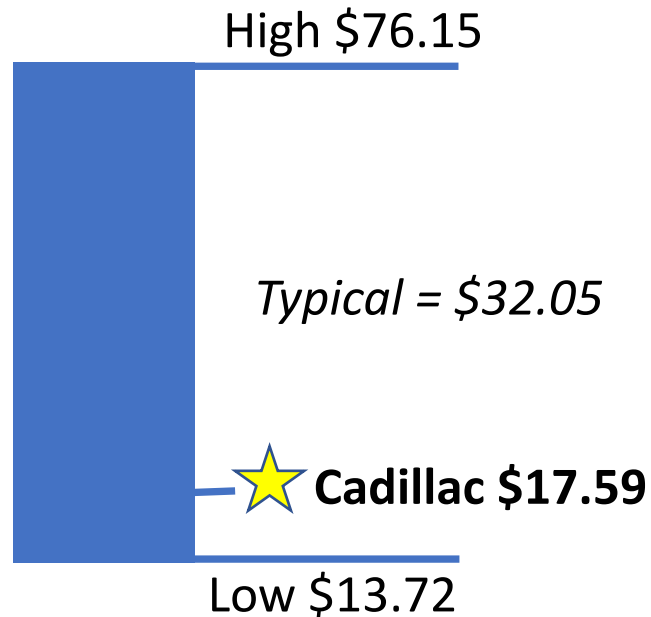
Water and Sewer Summary

Water and Sewer Fund summary

- Budgeted revenue up ~3% from current projections
- Slight surplus - \$8,400
- Budgeted expenses up ~4.4%
- Interest Expense increased in FY2022 (well field DWRF loan)
- Capital investment - **\$918,500** in addition to completion of well field

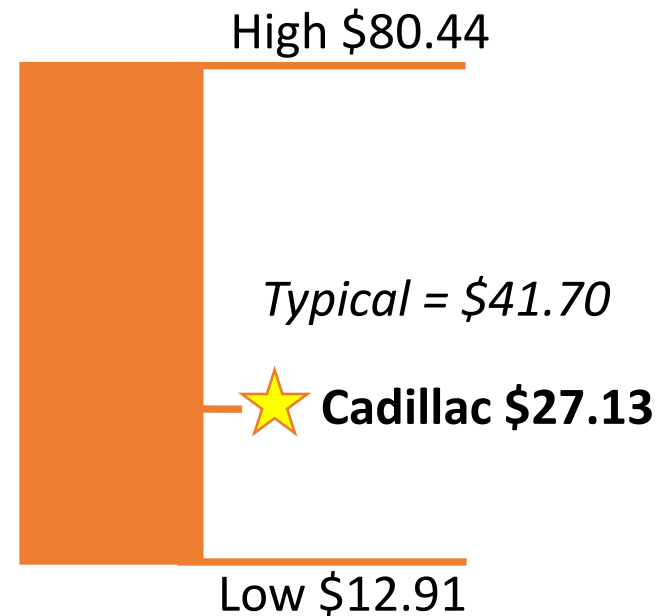
Water and Sewer User Charges

WATER



Cadillac = 6th lowest of 47

SEWER

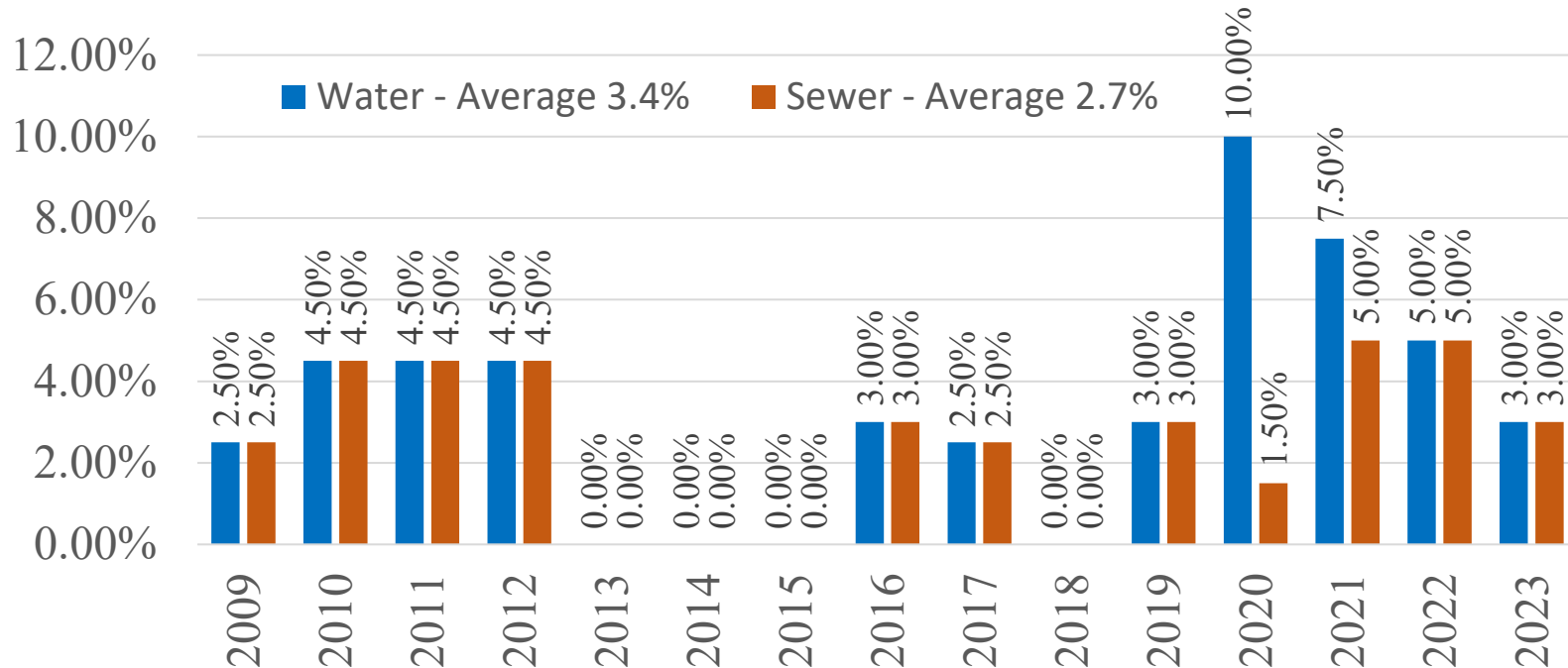


Cadillac = 11th lowest of 48

Source: 2021 Water & Sewer Rate Study; Gosling Czubak Engineering Sciences, Inc.

Water and Sewer User Charges

Water and Sewer User Rate Adjustments
Last 15 Years



Proposed 3% for FY2023

Justification: Cash flow analysis/rate analysis performed by Baker Tilly and Baird

Public Process of Adopting Annual Budget

Public Meetings

- ✓ Goals/Capital Work Session 3/21/2022
- ✓ Work Session 4/4/2022
- ✓ Public Hearing 4/18/2022
- ✓ Introduce General Appropriations Ordinance 5/2/2022
- ✓ Public Hearing/Adopt General Appropriations Act Ordinance 5/16/2022

Budget available for public review and input

- ✓ City Clerk's Office
- ✓ www.cadillac-mi.net/FY2022Budget

Next Steps

City Council consider budget for adoption on May 16, 2022

- ✓ Ongoing opportunities to have additional budget discussions prior to adoption.
(Owen Roberts; 231.779.7333)
oroberts@cadillac-mi.net
- ✓ Changes/adjustments can be made up through adoption.
- ✓ Additional public hearing to adopt budget via ordinance.



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

Today's Date _____

City Received Date

(MUST BE OFFICIALLY CITY GOVT STAMP)

Parade Request Form

Name of Parade Memorial Day

Purpose of Parade Veterans

Requesting Organization Cadillac Area Honor Guard

Contact Person(s) Steve Birchwell

Contact Phone [REDACTED] Contact Email [REDACTED]

Date of Parade 5/30/22 Approx. number of participating groups 30

Requested Route ☐ Lake Street ☒ Mitchell Street Staging Time 9:00 AM/PM

Starting Time 10:00 AM/PM Ending Time 11:00 AM/PM

City of Cadillac & State of Michigan Rules

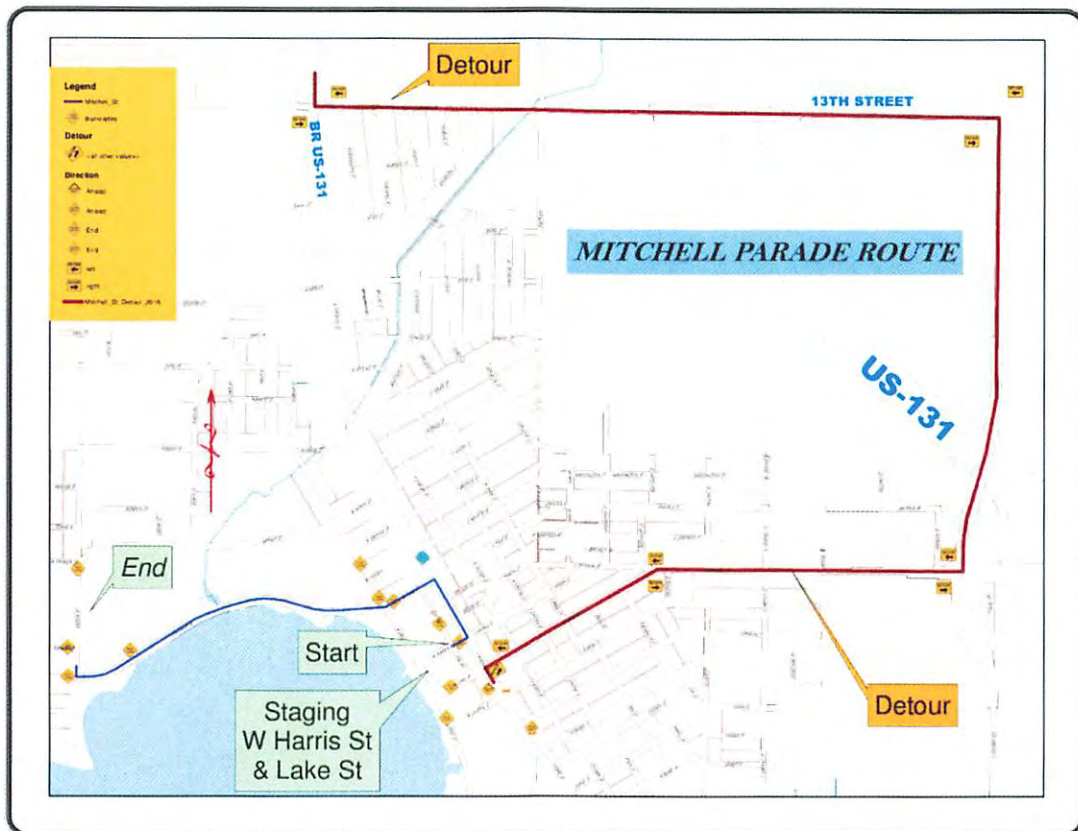
- Parade requests must be turned in a minimum of 6 weeks before parade
- Only one (1) parade is allowed per month
- Parades are only allowed on Holiday mornings, Saturday mornings, or Weekday evenings.
- Parades must use the designated route (See back side for the two (2) route options)
- Lake Street Parade Route is preferred so closure of US-131 can be avoided
- Mitchell Street Parade Route is only granted under special circumstances. The parade must be a well-established, annual parade with 40+ participating groups.

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

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

[Signature]
Signature







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

Today's Date 1/14/22

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

Request Planning Guide

This form must be completed and return to the City 60 days 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) Madison Japp Contact Address [REDACTED]
Contact Phone(s) [REDACTED] Contact Email [REDACTED]
Sponsoring Organization _____ ☒ Private ☐ Non-Profit _____
Purpose of Event Japp + Tollison Wedding Approx # of Attendees 200

Beginning Date: 6/18/22 Ending Date: 6/18/22 Reoccurring: YES ☐ NO ☒
1st Day _____ Set-up 8:00 AM/PM Start 6:00 AM/PM End 11:00 AM/PM Clean-up 11:30 AM/PM
2nd Day _____ Set-up _____ AM/PM Start _____ AM/PM 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 following questions:

YES ___ NO ☒ Will you be requesting permission to close any streets or parking lots?
YES ___ NO ☒ Will you be requesting permission to display any off site signage?
YES ___ NO ☒ Will you be requesting permission to display a banner over Mitchell Street?
YES ☒ NO ___ Will you be requesting permission to reserve any of the City of Cadillac facilities

Please Circle

Market at Cadillac Commons Rotary Pavilion City Park Cadillac Commons Plaza

YES ___ NO ☒ Will you be requesting permission to have a parade?
YES ___ NO ☒ Will you be requesting permission to hold any races?
YES ☒ NO ___ Will you be requesting permission to serve alcoholic beverages?
YES ___ NO ☒ Will your event include use of generators, food trucks, grills, fireworks display, or a tent/membrane structure?

If you answered YES to any of the above questions, additional form(s) must be completed for each one. All forms must be completely filled out and all information provided before requests will be brought to City Council for approval.

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



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

Today's Date 1/14/22

City Received Date



Cadillac Rotary Performing Arts Pavilion Reservation Request Form

Please Submit 30-days Prior to Event Date

Event Japp + Tollison Wedding

Special Requests: Please Circle

Electricity

Water

Wind Screens

Sound System

Movie Screen/Projector System**

**Weather Dependent

Usage Rules

1. Profanity and offensive language is strictly prohibited.
2. Noise must be limited to levels that do not disturb the peace, and must be lowered at the City's request.
3. No decorations, props, or appurtenances shall be used or placed in a manner that will cause damage to the Pavilion, grounds (including trees), or surrounding areas. The use of nails, tacks, staples, etc. is strictly prohibited, along with the use of stakes in the ground.
4. Movies/programs shown at the Pavilion are at the discretion of the City, and proper licensing to show copyrighted material is required. One potential resource is www.swank.com. MPAA ratings of G and PG are appropriate.
5. Any signage or decorations must be removed immediately following any event.
6. No vehicles are permitted on sidewalks or grass. However, the sidewalk immediately south of the pavilion can be utilized for temporary parking for the purpose of drop-off and/or pick-up of equipment only. Parking is prohibited on Lake Street, even if it has been closed for the event.
7. The sale of food and non-alcoholic beverages may require an additional license. (Code of Ordinances-Chapter 28)
8. The consumption or sale of alcoholic beverages requires approval of City Council. (Code of Ordinances-Chapter 26)
9. **Sound System Fees** - \$20 per hour for use of our sound board and sound technician. (MUSICAL PERFORMANCES)

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.

Madison Japp
Signature

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 Madison Japp Total Fees Required: \$100 Total Fees Paid: \$100 Date 1/14/22



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

Today's Date 1/14/22

City Received Date

The Market at the Cadillac Commons Reservation Form

Please Submit 60-days Prior to Event Date

Event Japp + Tollison Wedding

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 **MUST BE** 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.

Madison Japp
Signature

Form must be mailed/emailed or delivered to Cadillac City Hall, Attention Events Coordinator at

200 N. Lake Street in Cadillac, MI 49601

javila@cadillac-mi.net

Print Name Madison Japp Total Fees Required: \$100 Total Fees Paid: \$100 Date 1/14/22



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

Today's Date 1/14/22

City Received Date

Alcoholic Beverage Request Form

Event Name Japp + Tollison Wedding Reception

Requesting Organization Madison Japp

Contact Person(s) Madison Japp

Contact Phone [REDACTED] Contact Email [REDACTED]

Date of Event June 18th 2022 Approx. number of participating groups

Starting Time 6:00 pm Ending Time 11:00 pm

City of Cadillac & State of Michigan Guidelines:

- Double fence for Public Events
- Inspection of site
- Market at the Cadillac Commons requires either all sides down or 3 sides down with one side of fencing that the city has available for rent (\$100)
- Cash Bar requires State of Michigan Liquor License
- Open Bar requires the Event to be a private event not open to public ie Weddings, reunions Etc.
- City Council Approval (Article 1 Sec. 26-8)
- Liability Insurance naming City of Cadillac

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 Madison Japp Signature Madison Japp Date 1/14/22

May 2, 2022

Council Communication

Re: Portable Generator Purchase

The FY2022 budget for the Water and Sewer Fund includes an appropriation of \$60,000 for the purchase of a portable generator to replace a 35-year-old unit. This generator can power the smaller lift stations in the wastewater collection system when a loss of electricity has occurred. Competitive bids were solicited and the following bids were received:

Vendor	Bid
Wolverine Power System Zeeland, Michigan	\$74,041
Leete Generators Santa Rosa, California	\$57,571
American Generators Waterford , Michigan	\$75,275
AIS Construction Williamsburg, Michigan	\$69,900

Recommended Action

It is recommended that the purchase of a portable generator be awarded to Leete Generators in the amount of \$57,571. It is also recommended that the optional start-up and training offered by the company be authorized in the additional amount of \$2,380 for a total cost of \$59,951. Funds are available in the Water and Sewer Fund.

May 2, 2022

Council Communication

Re: Remove and Replace 48" Screw Pump

The FY2022 budget for the Water and Sewer Fund includes an appropriation for the removal and replacement of a 48" screw pump, a critical component of the wastewater treatment system. This pump will replace the current unit which is no longer repairable. Competitive bids were solicited, and the following bids were received:

Vendor	Bid
LD DOCSA Associates, Inc. Kalamazoo, Michigan	\$312,000
Franklin Holwerda Company (FHC) Wyoming, Michigan	\$287,000

Recommended Action

It is recommended that the project to remove and replace a 48" screw pump be awarded to Franklin Holwerda Company in the amount of \$287,000. Funds are available in the Water and Sewer Fund.

May 2, 2022

Council Communication

Re: Roof Maintenance – Cadillac Municipal Complex

On February 7, 2022, a contract for roof maintenance at the Cadillac Municipal Complex was awarded to Kawkawlin Roofing in the amount of \$140,500. In accordance with the attached communication from the company, due to inflationary and supply chain issues the price has increased due to factors outside of the control of the company and the City. As such, the contract amount needs to be increased from \$140,500 to \$145,186 which is an increase of \$4,686.

Recommended Action

It is recommended that the contract with Kawkawlin Roofing Co. for roof maintenance at the Cadillac Municipal Complex be increased to \$145,186. Funds for this project are available in the General Fund.



**2924 Old Kawkawlin Rd., Kawkawlin, MI 48631
Phone: 989-684-0561, Fax: 989-684-6120
E-Mail: chuck@kawkawlinroofing.com**

Date: 04/28/2022

**To: City of Cadillac/ Attn: Owen Roberts
200 N. Lake St.
Cadillac, MI 49601**

Re: Roof Contract for the Cadillac Municipal Complex Building

Owen,

I regret having to inform you of a cost development that has come up regarding the recently received contract for the quoted roof work at the Cadillac Municipal Complex Bldg. Upon receipt of the contract for the work in question on April 5th I contacted my material supplier to 1: Make sure material is still readily available to do the project, and 2: Make sure costs were still in line with the bid cost from December 2021. It was a surprise to me that the required coating material quoted from December has gone up by approx. 21% since bid time, not to mention a 10% surcharge implemented on all shipped material orders to cover increased fuel costs etc. The 10% surcharge was implemented on April 1 for all material deliveries shipped after April 1. Neither of these costs were mentioned to me or included on material quote received at time of bid and I was actually told that the quoted materials had pretty much stabilized.

Given this information, I am requesting that the total amount shown below be added to the issued contract amount to cover the material price increase and implemented surcharge prior to signing of the issued contract. This is not something that I feel good about asking for, but this has been a recent problem in a very volatile market as of late with no suppliers holding pricing for any length of time making it very difficult to not only bid projects, but to perform work as quoted. I am not asking for any markup on the added cost, but just an amount to cover the added material cost-plus tax.

See breakdown below:

12/21

****425 gal. of Sikalastic 500 roof coating material @ \$55.20 per gal. = \$23,460.00***

4/22

****425 gal. of Sikalastic 500 roof coating material @ \$66.80 per gal. = \$28,390.00***

Total added cost: \$4,930.00

tax: \$296.00

Total material add: \$5,226.00

10% surcharge total: \$3,460.00

Total requested contract add: \$8,686.00

There is currently a \$4,000.00 amount in the contract for a third party to perform a roof moisture scan of the existing roofing system. Taking into account the condition of the existing roof, and since any roof leakage has been minimal over the years, this scan could be eliminated from the contract cost to possibly help offset some of the added cost requested if desired. The scan could just be performed by the manufacturer, Sika Sarnafil, as we did on the Cadillac Career Tech center that was done last year prior to installation.

The current delivery time on the required materials is approx. 3-4 weeks so there shouldn't be any problems securing the required materials in time for a summer install. Please call or email with any questions, concerns, or may need any additional information.

Thank you,

Signed: Charles Christopherson V.P.

February 7, 2022

Council Communication

Re: Roof Maintenance – Cadillac Municipal Complex

The roof at the Cadillac Municipal Complex needs maintenance due to several sporadic leaks that continue to arise during the year. Maintenance to the roof was last done 30 years ago in the early 1990s. The roof has held up well and is still in adequate condition for a coating solution instead of having to fully remove and replace the roof. Competitive bids were solicited, and the following bids were received:

Contractor	Base Bid	Alt. #3 – Roof Scan	Total
Cole Incorporated Cadillac, MI	\$189,297	\$3,496	\$192,793
Orshall Construction Cadillac, MI	\$172,500	\$3,800	\$176,300
Kawkawlin Roofing Co. Kawkawlin, MI	\$136,500	\$4,000	\$140,500
Hoekstra Roofing Co. Kalamazoo, MI	\$305,000	\$5,000	\$310,000

As part of the bid process, the City requested pricing to perform a scan of the roof to identify any areas where water may have infiltrated through the surface of the roof and saturated the insulation. DK Design assisted the City with drawings and specifications for the project and their recommendation is included with this communication.

Recommended Action

It is recommended that the contract for roof maintenance at the Cadillac Municipal Complex be awarded to Kawkawlin Roofing Co., including the costs of Alternate 3 for a total contract amount of \$140,500. Funds for this project are available in the General 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
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

RESOLUTION NO. 2022-xxxx

**RESOLUTION INTRODUCING AND SETTING PUBLIC HEARING FOR
ORDINANCE TO AMEND SECTIONS 42-201 AND 42-202(3) OF CHAPTER
42 OF THE CADILLAC CITY CODE TO INCREASE WATER RATES IN THE
CITY OF CADILLAC 3%.**

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 2nd day of May, 2022, at 6:00 p.m.

PRESENT: COUNCIL MEMBERS: _____

ABSENT: COUNCIL MEMBER: _____

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

WHEREAS, the City has established a water supply system for the residents and businesses of the City;

WHEREAS, the City charges for the use of the water system for the purpose of recovering the cost of construction, reconstruction, maintenance, repair, and operation of the system;

WHEREAS, Section 42-183(e)(3) of the Cadillac City Code provides that City staff or designated parties shall periodically review the charges, rates, fees, rules, and regulations of the water supply system and report the results of the review to the City Council with respective recommendations for any adjustments;

WHEREAS, pursuant to Article 16, Section 16.3 of the City Charter, the City may fix just and reasonable water rates and other charges from time to time as may be deemed advisable;

WHEREAS, the City staff has reviewed the water supply system rates and has recommended a rate increase of 3%;

WHEREAS, the City wishes to consider increasing rates for the water supply system by 3%.

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

1. Pursuant to Section 5.2 of the City Charter, the City introduces Ordinance No. 2022-xx, Ordinance to Amend Sections 42-201 and 42-202(3) of Chapter 42 of the Cadillac City Code to Increase Water Rates in the City of Cadillac 3% (the "Ordinance," attached as Exhibit A).
2. A public hearing regarding the Ordinance shall be held on the 16th day of May, 2022, at 6:00 p.m.
3. The City Clerk is directed to publish a summary of the Ordinance once 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 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 Ordinance shall be available for examination at the office of the City 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.

YEAS: COUNCIL MEMBERS: _____

NAYS: _____

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 Resolution No. 2021-xxxx, duly adopted at a regular meeting of the City Council held on the 3rd day of May, 2021.

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
Tiyi Schippers

Councilmembers
Bryan Elenbaas
Stephen King
Robert J. Engels

ORDINANCE NO. 2022-xx

**AN ORDINANCE TO AMEND SECTIONS 42-201 AND 42-202(3) OF
CHAPTER 42 OF THE CADILLAC CITY CODE TO INCREASE WATER RATES
IN THE CITY OF CADILLAC 3%.**

THE CITY OF CADILLAC ORDAINS:Section 1.

The City hereby amends Section 42-201 of the Cadillac City Code, entitled "Service rates," which shall read as follows:

The rates for water service furnished by the city water supply system shall be as follows:

(1) *Monthly service charges.*

Meter Size (in inches)	Charge (per month)
5/8	\$8.42
3/4	\$12.38
1	\$20.63
1 1/2	\$41.34
2	\$65.94
3	\$144.41
4	\$247.58
6	\$515.84
8	\$742.79

(2) *Commodity charge.*

Volume (100 cubic-foot unit)	Per Month (per unit)
0 to 600 cu. ft.	\$1.76
601 to 10,000 cu. ft.	\$1.50
10,001 to 100,000 cu. ft.	\$1.33
100,001 to 250,000 cu. ft.	\$1.16
250,001 and above	\$1.02

Section 2.

The City hereby amends Section 42-202(3) of the Cadillac City Code, which shall read as follows:

The rates for providing fire protection sprinklers shall be as follows:

Line Size (in inches)	Charges (per month)
$\frac{3}{4}$	\$3.01
1	\$5.15
1 $\frac{1}{2}$	\$10.23
2	\$16.51
3	\$35.85
4	\$61.67
6	\$128.69
8	\$185.43
10	\$298.67
12	\$442.70

Section 3.

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 4.

This Ordinance shall take effect July 1, 2022.

Approved this 16th day of May, 2022.

Sandra Wasson, Clerk

Carla J. Filkins, Mayor

I, Sandra Wasson, City Clerk of the City of Cadillac, Michigan, do hereby certify that Ordinance
No. 2022-xx was published in the Cadillac News on the _____ day of _____, 2022.

Sandra 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
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

RESOLUTION NO. 2022-xxxx

**RESOLUTION INTRODUCING AND SETTING PUBLIC HEARING FOR
ORDINANCE TO AMEND SECTION 42-374 OF CHAPTER 42 OF THE CITY
CODE TO INCREASE SEWER RATES IN THE CITY OF CADILLAC 3%.**

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 2nd day of May, 2022, at 6:00 p.m.

PRESENT: COUNCIL MEMBERS: _____

ABSENT: _____

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

WHEREAS, the City has established a sewer supply system for the residents and businesses of the City;

WHEREAS, the City charges for the use of the sewer system for the purpose of recovering the cost of construction, reconstruction, maintenance, repair, and operation of the system;

WHEREAS, Section 42-238(d)(3) of the Cadillac City Code provides that City staff or designated parties shall periodically review the charges, rates, fees, rules, and regulations of the sewage disposal system and report the results of the review to the City Council with respective recommendations for any adjustments;

WHEREAS, pursuant to Article 16, Section 16.3 of the City Charter, the City may fix just and reasonable sewer rates and other charges from time to time as may be deemed advisable;

WHEREAS, the City staff has reviewed the sewer supply system rates and has recommended a rate increase of 3%;

WHEREAS, the City wishes to consider increasing rates for the sewer supply system by 3%.

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

1. Pursuant to Section 5.2 of the City Charter, the City introduces Ordinance No. 2022-xx, Ordinance to Amend Section 42-374 of Chapter 42 of the City Code to Increase Sewer Rates in the City of Cadillac 3% (the "Ordinance," attached as Exhibit A).
2. A public hearing regarding the Ordinance shall be held on the 16th day of May, 2022, at 6:00 p.m.
3. The City Clerk is directed to publish a summary of the Ordinance once 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 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 Ordinance shall be available for examination at the office of the City 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.

YEAS: COUNCIL MEMBERS: _____

NAYS: _____

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 Resolution No. 2021-xxxx, duly adopted at a regular meeting of the City Council held on the 2nd day of May, 2022.

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
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

ORDINANCE NO. 2022-XX

**AN ORDINANCE TO AMEND SECTION 42-374 OF CHAPTER 42 OF THE
CITY CODE TO INCREASE SEWER RATES IN THE CITY OF CADILLAC 3%.**

THE CITY OF CADILLAC ORDAINS:

Section 1.

The City hereby amends Section 42-374 of the Cadillac City Code, entitled "Monthly wastewater user service charges," which shall read as follows:

No free service shall be furnished by the system to the city or to any person, firm or corporation, public or private, or to any public agency or instrumentality.

(1) *Metered users.*

a. *Base Rate.* The base rate for metered users is as follows:

Meter Size (in inches)	Service Charge (per month)
5/8	\$12.83
3/4	\$18.39
1	\$30.61
1 1/2	\$61.21
2	\$97.97
3	\$214.48
4	\$367.44
6	\$765.64
8	\$1,102.48

b. *Commodity charges.* A charge of \$2.83 per 100 cubic feet of metered water used will be charged each month.

- (2) *Unmetered users (flat rate).* Unmetered users will be charged according to the following rate schedule:

- a. Room charge: Count living, dining, bedrooms and kitchens. **DO NOT COUNT** bathrooms, halls, storage closets. This charge includes lavatories, dishwashing, laundry, and all other domestic uses except bathtubs, showers and toilets.

Rooms	Per Month
1 to 3 rooms, inclusive	\$10.59
4 to 6 rooms, inclusive	\$11.86
7 to 8 rooms, inclusive	\$14.00
Each additional room	\$1.95

- b. For each additional bathtub or shower, add \$5.07 per month.
- c. For each additional toilet, add \$5.58 per month.

- (3) *Surcharges.* Additional charges will be in accordance with the following schedule:

Parameter	Parameter Surcharge (per month-per pound)	Base Concentration (in mg/L)
Suspended Solids	\$0.41	215
Biochemical oxygen demand	\$0.60	185
Phosphorus	\$3.96	10
Nitrogen	\$9.27	20
Total organic carbon	\$3.33	600
Chemical oxygen demand	\$1.43	600
Total chlorides	\$0.74	600

- (4) *Unmetered users with private water systems.* The monthly wastewater user service charges for those homes, businesses and other customers who do not have city water available, and are using a private water supply system shall be as follows:

- a. All commercial, industrial, and institutional accounts shall have a water meter installed. The meter shall be installed under the direction of the city utilities department. The cost of installation shall be borne by the owner. The cost of replacement shall be borne by the utilities department.

- b. All residential customers shall be given the option of having a water meter installed as provided for above, or the residential customer shall be billed a flat rate sewer charge equal to the average billing as determined on an annual basis.
- c. The average monthly residential sewer bill, as of July 1, 2022, is a charge of \$32.64.

(5) *Watering adjustment basis.*

- a. For all residential users, charges for sewer for the months of May, June, July, August and September shall be computed for each account based on the average metered water consumption for the base period of the preceding October, November, December January and February. If no previous base history is available, a citywide residential average will be used.
- b. For all other users, a separate meter may be purchased and installed at owner's expense, which will be utilized for watering only with the billing to reflect that amount.

Section 2.

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 3.

This Ordinance shall take effect July 1, 2022.

Approved this 16th day of May, 2022.

Sandra Wasson, Clerk

Carla J. Filkins, Mayor

I, Sandra Wasson, City Clerk of the City of Cadillac, Michigan, do hereby certify that Ordinance No. 2022-xx was published in the Cadillac News on the _____ day of _____, 2022.

Sandra 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
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

RESOLUTION NO. _____

**RESOLUTION TO INTRODUCE AND TO SET PUBLIC HEARING REGARDING
ORDINANCE ESTABLISHING GENERAL APPROPRIATIONS ACT FOR FISCAL
YEAR 2023**

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 2nd day of May, 2022, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

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

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

WHEREAS, on April 8, 2022 a notice of hearing was published as required by Section 10.3 of the Charter and a public hearing on the proposed budget for Fiscal Year 2023 was held on April 18, 2022; and

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

WHEREAS, Section 5.2 of the Charter requires each proposed ordinance be introduced in written or printed form, identified by a short title containing a preamble stating its purpose and, following introduction of the proposed ordinance, requires the City Clerk to publish a summary of the proposed ordinance in a local newspaper of general circulation in the City of Cadillac (the "City") and make copies of the proposed ordinance available for examination at the office of the City Clerk and provide copies at a reasonable charge.

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

1. Pursuant to Section 5.2 of the Charter, the City introduces Ordinance No. 2022-____, Ordinance Establishing General Appropriations Act for Fiscal Year 2023 (the "Ordinance," attached as Exhibit A)
2. A public hearing regarding the Ordinance shall be held on the 16th day of May, 2022, at 6:00 p.m.
3. The City Clerk is directed to publish a summary of the Ordinance once 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 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 Ordinance shall be available for examination at the office of the City 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.

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 2nd day of May, 2022.

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
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

ORDINANCE NO. 2022-xx ORDINANCE ESTABLISHING GENERAL APPROPRIATIONS ACT FOR FISCAL YEAR 2023

THE CITY OF CADILLAC ORDAINS:

Section 1, Title.

This Ordinance shall be known as the City of Cadillac General Appropriations Act for Fiscal Year 2023.

Section 2, Public Hearing on the Budget.

Pursuant to MCL 141.412 and Section 10.3 of the City Charter, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on April 8, 2022, and a public hearing on the proposed budget was held on April 18, 2022.

Section 3, Expenditures.

The City hereby appropriates the expenditures for the fiscal year commencing July 1, 2022 and ending June 30, 2023 on a departmental and activity total basis as follows:

General Fund Expenditures

Legislative	\$55,000
Office of the City Manager	332,300
Financial Services	378,100
City Clerk/Treasurer Department	363,000
Election Services	16,000
Assessing Services	144,000
Legal Services	200,000
City Complex	355,100
Police Department	2,273,000
Code Enforcement	19,000
Fire Department	1,600,900
Public Works	1,106,300
Culture and Recreation	307,000
Economic Development and Assistance	303,000
Intergovernmental	99,200
Other	170,000

Total Expenditures	\$7,721,900
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Section 4, Estimated Revenues.

The City estimates that revenues for the fiscal year commencing July 1, 2022 and ending June 30, 2023 will be as follows:

General Fund	
Taxes	\$4,353,000
Licenses & Permits	132,500
Intergovernmental	2,171,000
Charges for Services	1,175,100
Fines & Forfeits	10,000
Miscellaneous	20,000
Interest and Rents	36,500
Total Revenues	\$7,898,100

Section 5, Budgets.

The City hereby approves budgets for the fiscal year commencing July 1, 2022 and ending June 30, 2023 for the following funds in the amounts set forth below:

	<u>Revenues</u>	<u>Expenses</u>
Governmental Funds		
Major Street Fund	\$1,527,500	\$2,044,300
Local Street Fund	766,000	1,349,600
Cemetery Operating Fund	152,000	160,000
Cadillac Development Fund	13,500	90,500
Building Inspection Fund	70,000	70,000
Naval Reserve Center Fund	25,800	25,500
Lake Treatment Fund	30,000	30,000
H.L. Green Operating Fund	500	0
2016 General Obligation Capital Improvement Bond	160,000	160,000
2020 General Obligation Capital Improvement Bond	317,500	317,500
Industrial Park Fund	5,000	50,500
Special Assessment Capital Projects Fund	3,300	25,500
Downtown Infrastructure Project	0	455,000
Cemetery Perpetual Care Fund	15,500	15,500
Capital Projects Fund	1,500	500

	<u>Revenues</u>	<u>Expenses</u>
Proprietary Funds		
Auto Parking Fund	\$94,500	\$92,400
Water & Sewer Fund	4,717,000	4,708,600
Capital		918,500
Debt Service		890,000
Building Authority Operating Fund	194,500	160,500
Central Stores & Municipal Garage Fund	710,000	708,300
Capital		95,000
Debt Service		50,000
Information Technology Fund	208,100	207,100
Capital		70,000
Self-Insurance Fund	1,635,000	1,635,000
Employee Safety Fund	12,000	12,000
Pension Trust Fund		
Police & Fire Retirement System	1,112,500	1,112,500
Component Units		
Local Development Finance Authority Operating Fund	275,000	275,000
Local Development Finance Authority Utility Fund	21,000	15,300
Local Development Finance Authority Capital Projects Fund	161,000	325,500
Downtown Development Authority Operating Fund	34,000	34,000
Downtown Development Authority Capital Projects Fund	135,000	130,000
Brownfield Redevelopment Authority Operating Fund	149,000	149,000

Section 6, Millage Levies.

(a) The City will levy a tax of 13.4992 mills for the period of July 1, 2022 through June 30, 2023, on all real and personal taxable property in the City, according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City and is levied pursuant to Section 20.6, Article 20 of the City Charter. The maximum authorized levy according to the City Charter is 15.00 mills.

(b) The City further levies a tax of 2.60 mills for the period of July 1, 2022 through June 30, 2023, on all real and personal taxable property in the City, according to the valuation of the same. This tax is levied for the purpose of defraying the cost of supporting the retirement plan for personnel of the police and fire departments of the City pursuant to the provisions of Public Act 345 of 1937, as amended, as approved by a vote of the citizens of the City on November 8, 1977.

(c) The City further levies a tax of 1.8501 mills for the period of July 1, 2022 through June 30, 2023, on all real and personal taxable property in the City, according to the valuation of the same in a district known as the Downtown Development District. This tax is levied for the purpose of defraying the cost of the Downtown Development Authority.

Section 7, Adoption of Budget by Reference.

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

Section 8, Transfer Within Appropriation Centers.

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

Section 9, Appropriations by Resolution.

The City Council may, by resolution, make additional appropriations during the 2023 Fiscal Year for unanticipated expenditures required of the City, but such expenditures shall not exceed the amount by which actual and anticipated revenues of the fiscal year are exceeding the revenues as estimated in the budget unless the appropriations are necessary to relieve an emergency endangering the public health, peace or safety.

Section 10, Effective Date.

This Ordinance shall take effect on July 1, 2022.

Approved this 16th day of May, 2022.

Sandra Wasson, Clerk

Carla J. Filkins, Mayor

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

RESOLUTION NO. 2022-xxxx

RESOLUTION FOR ADDITION TO LOCAL STREET SYSTEM

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 2nd day of May, 2022, at 6:00 p.m.

PRESENT: COUNCIL MEMBERS: XXXXX

ABSENT: COUNCIL MEMBER: XXXXX

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

WHEREAS, the City of Cadillac approved and accepted the completed extension of Teri Dee Boulevard which was opened to traffic on September 4, 2020;

And WHEREAS, it is necessary to furnish certain information to the State of Michigan to place this street within the City Street System for the purpose of obtaining funds under Act 51, P.A. 1951 as amended.

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

1. That the center line of the street is described as follows:

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 516.15 feet along the North line of said NE fractional 1/4 to the centerline of Teri Dee Boulevard; thence N00°52'13"E 6.45 feet to the centerline of M-55 and the PLACE OF BEGINNING of the centerline of Teri Dee Boulevard; thence S00°52'13"W 66.45 feet along said centerline; thence Southerly 192.69 feet along said

centerline on a 950.00 foot radius curve to the left, the chord of which bears S04°56'30"E 192.36 feet; thence Southerly 81.95 feet along said centerline on a 500.00 foot radius curve to the left, the chord of which bears S15°26'51"E 81.85 feet; thence Southerly 361.66 feet along said centerline on a 982.00 foot radius curve to the right, the chord of which bears S09°35'31"E 359.62 feet; thence S00°57'32"W 695.56 feet along said centerline to Reference Point "A"; thence S00°57'32"W 53.00 feet to the place of ending of said centerline.

See Teri Dee Boulevard portion of attached Exhibit A.

2. That said street is located within a City right-of-way and is under control of the City of Cadillac.
3. That said street is a public street and is for public street purposes.
4. That said street is accepted into the City Local Street System and was open to public on September 4, 2020.
5. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: COUNCIL MEMBERS:

NAYS: _____

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 Resolution No. 2022-xxxx, duly adopted at a regular meeting of the City Council held on the 2nd day of May, 2022.

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
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

RESOLUTION NO. 2022-xxxx

RESOLUTION FOR ADDITION TO LOCAL STREET SYSTEM

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 2nd day of May, 2022, at 6:00 p.m.

PRESENT: COUNCIL MEMBERS: XXXXX

ABSENT: COUNCIL MEMBER: XXXXX

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

WHEREAS, the City of Cadillac approved and accepted the completed addition of Carla Lane which was opened to traffic on September 4, 2020;

And WHEREAS, it is necessary to furnish certain information to the State of Michigan to place this street within the City Street System for the purpose of obtaining funds under Act 51, P.A. 1951 as amended.

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

1. That the center line of the street is described as follows:

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 516.15 feet along the North line of said NE fractional 1/4 to the centerline of Teri Dee Boulevard; thence N00°52'13"E 6.45 feet to the centerline of M-55 and the PLACE OF BEGINNING of the centerline of Teri Dee Boulevard; thence S00°52'13"W 66.45 feet along said centerline; thence Southerly 192.69 feet along said

centerline on a 950.00 foot radius curve to the left, the chord of which bears S04°56'30"E 192.36 feet; thence Southerly 81.95 feet along said centerline on a 500.00 foot radius curve to the left, the chord of which bears S15°26'51"E 81.85 feet; thence Southerly 361.66 feet along said centerline on a 982.00 foot radius curve to the right, the chord of which bears S09°35'31"E 359.62 feet; thence S00°57'32"W 695.56 feet along said centerline to Reference Point "A"; thence S00°57'32"W 53.00 feet to the place of ending of said centerline.

Also, BEGINNING at aforementioned Reference Point "A"; thence S89°02'28"E 652.50 feet along the centerline of Carla Lane to the place of ending of said centerline.

See Carla Lane portion of attached Exhibit A.

2. That said street is located within a City right-of-way and is under control of the City of Cadillac.
3. That said street is a public street and is for public street purposes.
4. That said street is accepted into the City Local Street System and was open to public on September 4, 2020.
5. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: COUNCIL MEMBERS:

NAYS: _____

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 Resolution No. 2022-xxxx, duly adopted at a regular meeting of the City Council held on the 2nd day of May, 2022.

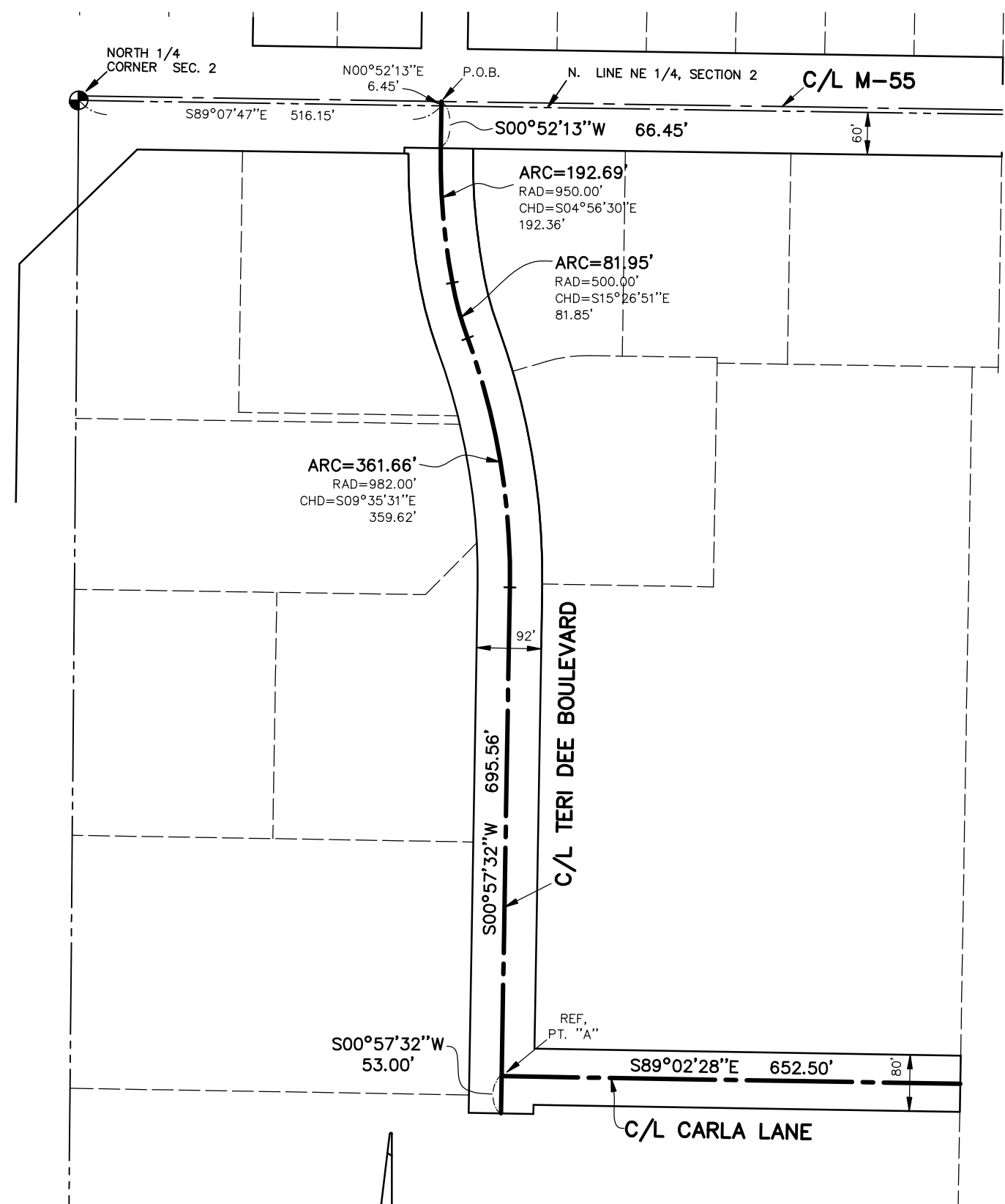
Sandra Wasson
Cadillac City Clerk

Sketch and description for: TeriDee, LLC
1860 R.W. Berends Drive
Wyoming, MI 49309

Exhibit A

Centerline Descriptions of Teri Dee Boulevard and Carla Lane:

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 516.15 feet along the North line of said NE fractional 1/4 to the centerline of Teri Dee Boulevard; thence N00°52'13"E 6.45 feet to the centerline of M-55 and the PLACE OF BEGINNING of the centerline of Teri Dee Boulevard; thence S00°52'13"W 66.45 feet along said centerline; thence Southerly 192.69 feet along said centerline on a 950.00 foot radius curve to the left, the chord of which bears S04°56'30"E 192.36 feet; thence Southerly 81.95 feet along said centerline on a 500.00 foot radius curve to the left, the chord of which bears S15°26'51"E 81.85 feet; thence Southerly 361.66 feet along said centerline on a 982.00 foot radius curve to the right, the chord of which bears S09°35'31"E 359.62 feet; thence S00°57'32"W 695.56 feet along said centerline to Reference Point "A"; thence S00°57'32"W 53.00 feet to the place of ending of said centerline. Also, BEGINNING at aforementioned Reference Point "A"; thence S89°02'28"E 652.50 feet along the centerline of Carla Lane to the place of ending of said centerline.



Scale 1" = 200'

D = Deeded dimension
M = Measured dimension
P = Platted dimension
● = Set iron stake
○ = Found iron stake
⊙ = Concrete monument
—x— = Fence line





exxel engineering, inc.
planners • engineers • surveyors
5252 Clyde Park, S.W. • Grand Rapids, MI 49509
Phone: (616) 531-3660 www.exxelengineering.com

FILE NO.: 191648E-CL DATE: 3/31/2022



Downtown Development Authority
Business Improvement District Board
STREETSCAPE SUBCOMMITTEE
March 24, 2021 Meeting Minutes

A special meeting of the Cadillac Downtown Development Authority and Business Improvement Board **Streetscape Subcommittee** was held electronically at 8:30 AM on Wednesday March 24, 2021.

MEMBERS PRESENT: Coffey, LeVand, Huckle, Barnes, Carner

STAFF PRESENT: Wallace, Pluger, Payne

APPROVAL OF MINUTES

- Motion to approve the minutes from November 20, 2019 made by Barnes. Supported by Coffey. Approved Unanimously.

OLD BUSINESS

- LeVand is there any way we can get some ideas for main street? We don't have funds yet, but can we get a design ready if funds became available? Wallace stated this is possible, but we would need to know what the street profile is wanted. A couple of scenarios can be developed based on sidewalk, trees, and planters. LeVand asked if we could get feedback about current thinking from other communities.
 - o Conversation followed about sidewalks, pavers and the look of the streetscape. Discussion of safety, outdated look. Discussion that the public needs to be notified that the City and DDA are aware and working on the issue. Wallace also commented that the LSSU survey will be taking place soon to see if we can get qualified as a low-income community that would qualify us for more federal funds as well.

NEW BUSINESS

- Banner Quotes: Wallace explained a quote was requested so that the City could get local art programs involved in the banner poles, displaying attractive artwork and potentially bring children's art to main street. Consort Display gave a quote, they have previously made the banners. One was for the gateway banners and the other for main street. Fall Banners were never chosen for the gateways so that could be discuss. Some banners are very worn out and photos were sent out. Can we discuss our desires for the banner process and how we can get other groups involved in paying for some of these?
 - o LeVand Asked how old the banners in the photos were? Payne stated 3 years and recently a few replacements were put out. Explained this lifetime was a good time for vinyl. The other banners in downtown are taken down seasonally and are in very good shape for how old they are.

- LeVand – will the DDA put together specifications for time frames and sizes for other groups to place their banners up? Wallace said yes, that is the hope for this discussion. If rotated their banners could last a few years, or groups could change each year depending on what they want to do. LeVand suggested the Art Fair in the summer could be up for short periods of times but could last for more than 3 years.
- Wallace – Does the DDA want their logo on all the banners? What other rules would people like?
- Huckle – if people want to put banners up for 2 weeks, that could be a huge man hour expense for the City of Cadillac. Perhaps this should be a quarterly basis. Also, we probably shouldn't allow promotion of things outside the City of Cadillac
 - Payne stated he can get the numbers together for a quote of time it cost for staff to put up the banners.
- Carner : Thought we had previously talked about neutral banners and not specific. Wallace commented that Up North Arts has been working hard to be out in the community in the last few years and they would celebrate art in general.
- LeVand – the Beer fest could want to do something. Pluger commented that the program could be different for the Commons Events and Mitchell street
- LeVand – is the recommendation to replace the worn banners in the commons? Wallace stated that is hard because with limited funds we were focusing on gateway and fall. Payne commented that the gateway banners are in good shape, some had been found from previous years that are in very good shape and can be reused. The fall banners needs to be decided on. Payne also commented that the small Mitchell Street banners are in very rough shape.
- Wallace: what theme do we want for the Mitchell Street small banners?
 - Huckle – could we keep same colors but put wording on the banners in front of their business that represents what's inside. We could offer businesses to pay for this advertisement. LeVand questioned if this would be with their names on them? He stated probably not a name, keep it generic to type of business. Could help direct people along main street to types of business. Businesses might be willing to pay \$30 for the banners in the summer.
 - Barnes – Downtown Clare funds all banners by business sponsorship. The banners are all the same, but the business name is printed on it. The banners are random and not in front of any specific business. This encourages knowledge of businesses around town.
 - Wallace stated that Abby and he would contact some other communities to learn about their banner programs. We will gather data and bring it back.
 - Wallace: is the committee supportive of getting arts groups involved? Carner and Huckle stated yes.
 - LeVand – will we be replacing the banners that are worn? Wallace and Payne stated priority is the Mitchell Street. Payne stated they found enough replacements that the commons banners will make it longer. Consort has updated the pricing because colors are as expensive.
 - Payne recommended moving forward with the fall banners that had already been approved by the DDA last year.
- Motion to present the quote and designs to the full board next week with a couple of images made by Barnes. Supported by Carner. Approved unanimously.

- LeVand question about the southern Gateway that a planter is missing, will that be replaced? Payne updated that this was hit and there is an insurance claim on it. Irrigation will have to be done because the water line was cut off.

PUBLIC COMMENTS

ADJOURN

- Motion to adjourn by Coffey, supported by Carner. Approved Unanimously. Adjourned at 9:18 AM

Minutes
Downtown Development Authority (DDA)
Business Improvement District (BID) Board
Regular Meeting
February 23, 2022

A regular meeting of the Cadillac Downtown Development Authority (DDA) and Business Improvement District (BID) Board was held at 7:30 a.m. on Wednesday, February 23, 2022.

MEMBERS PRESENT: Cinco, Schultz, Huckle, Coffey, Peccia

STAFF PRESENT: Wallace, Payne, Coy

APPROVAL OF Minutes

- Motion to approve meeting minutes from Cinco, Supported by Schultz.
- Motion approved unanimously.

CITY MANAGER REPORTS

- Peccia went over the Financial Report including updates.
 - o Motion to approve Finance Report by Cinco, Supported by Schultz.
 - o The vote to approve was unanimous.

DIRECTOR REPORT

- Cadillac Pharmacy building and the dismantling of the damaged awning along with the change made to the façade. He sent the owner an enforcement letter. He mentioned the difficulty he had in trying to connect and speak with the owner of the building. He helped her find a local contractor to do the work. There is a meeting planned on March 15th with the owner and a representative of the vacant Northwood Building next door to discuss the possible development of the two buildings.
- Peccia added that they have met with the Northwood principals to discuss possible financial incentives including Brownfield and MEDC support along with other avenues. Cinco asked if there is any discussion on additional parking for the site? Parking will be included in the discussions on potential future development.
- Wallace gave an update on the former Speed's Automotive building redevelopment.
- Wallace talked about Phase II of the Cadillac Lofts and that the site preparation is expected to start soon. A preliminary site plan for the second building was received.
- Wallace talked about the second round of "Match on Main" MEDC funding. In the first round Owl Eye Coffee was successful in receiving a \$25,000 match grant. His plan is for us to submit two new applications for funding from DDA businesses in the second round.

COMMITTEE REPORTS:

- The Parking assessment study is nearly complete.

OLD BUSINESS

NEW BUSINESS

- Brownfield Interlocal Agreement:
 - o Mac McLelland, a Brownfield specialist with the Otwell Mawby Engineering Group spoke to the DDA about creating an Interlocal Brownfield Agreement with the DDA and the City of Cadillac Brownfield Redevelopment Authority (CBRA). He explained how DDA's can create a Brownfield District of their own and how mini-DDA Brownfield Districts can also be created for specific projects such as the one at the former Speeds Automotive at 423 N. Mitchell St. He talked about the elements of a project that may be eligible for Brownfield dollars and that DDA's can capture state taxes. The DDA would have the right to capture state tax dollars before the state gets them. The State of Michigan wants to see local

participation for Brownfield projects, and this is one way to incentivize this local participation. Schultz asked if this DDA would continue to capture the current base rates on our TIF plan? The answer is yes. Mac asked for the DDA to agree to an interlocal agreement between the Cadillac Downtown Development Authority and the CBRA.

- Motion to approve the Brownfield Interlocal Agreement by Cinco, supported by Coffey. The vote to approve was unanimous.
- Downtown Hanging Baskets:
 - Lakeside Produce in Lake City has given the city a proposal to provide fertilizer, deliver, and hang our downtown flower baskets again in 2022. Their proposal for the DDA is 80 baskets at a cost of \$65 per 16-inch basket. The total dollar amount will be \$5,200. Lakeside Produce keep their pricing to the DDA the same for the three years 2019 through 2021. Their proposal this year includes a three-dollar increase. The two baskets on the wall in front of City Hall are not paid for by the DDA. Wallace added that the annual donations from the community last year covered the cost of the baskets.
 - Motion by Cinco to have Lakeside Produce provide our downtown hanging baskets again this year, supported by Schultz. The vote to approve was unanimous.
- Downtown Hotel Feasibility Study:
 - Wallace talked about the city taking the lead on a downtown Hotel Study. The idea for this came from discussions about the former Northwood building site and possible development of the Cadillac Pharmacy building. He has found a firm experienced in this type of study who will prepare a report for the city for \$5,000. He is asking the DDA for a commitment of \$1,000 for this study. He will be soliciting money from other stakeholders, specifically the building owners to cover the remaining \$4,000. Huckle asked if this study would only benefit one downtown business, property owner? Wallace said he felt it could be used to potentially attract new additional downtown development.
 - Motion by Shultz for the DDA to provide up to a maximum of \$1,000 towards this study with support from Cinco. The vote to approve was unanimous.

COMMUNICATIONS/OTHER ITEMS – None

PUBLIC COMMENTS – None.

- Coffey started a discussion on setting a new meeting time for the DDA meetings. He would prefer they not be at 7:30 a.m. Peccia said the board certainly can change the DDA meeting time. Members present said they were open to the idea but would prefer they make a decision when they have more DDA members present. For further discussion.

ADJOURNMENT: Meeting Adjourned at 8:30am.