

City Council Meeting

May 16, 2022 6:00 p.m.

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



May 16, 2022 City Council Meeting Agenda 6 p.m. at City Hall - 200 N. Lake St. – Cadillac, MI 49601

We are all accountable

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

I. APPROVAL OF AGENDA

II. PUBLIC COMMENTS

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 May 2, 2022 Support Document III-A
- B. Minutes from the special meeting held on May 12, 2022 Support Document III-B

IV. COMMUNITY SPOTLIGHT

A. Community Development Overview

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V. PUBLIC HEARINGS

- A. Public hearing to consider adoption of 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. Support Document V-A
- B. Public hearing to consider adoption of Ordinance to Amend Section 42-374 of Chapter
 42 of the City Code to Adjust Sewer Rates in the City of Cadillac.
 Support Document V-B
- C. Public hearing to consider adoption of Ordinance Establishing General Appropriations Act for Fiscal Year 2023.
 Support Document V-C

VI. COMMUNICATIONS

- A. Cadillac Casting Inc.
 Support Document VI-A
- B. Clam Lake Band Support Document VI-B
- C. Cadillac Farmers Market Support Document VI-C

VII. APPOINTMENTS

- A. Recommendation regarding appointment to the Cadillac-Wexford Airport Authority. <u>Support Document VII-A</u>
- B. Recommendation regarding reappointment to the Brownfield Redevelopment Authority.

 Support Document VII-B

VIII. CITY MANAGER'S REPORT

- A. Permit of Property Use by the Chestnut St. Boat Launch Area. Support Document VIII-A
- B. Bids and recommendation regarding Ayer Street Improvements. Support Document VIII-B
- C. Bids and recommendation regarding Simon Street Improvements. Support Document VIII-C

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IX. ADOPTION OF ORDINANCES AND RESOLUTIONS

A. Adopt Resolution to Extend Time for Conditionally Authorized Marihuana Business. Support Document IX-A

X. MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

A. Historic Districts Commission Support Document X-A

XI. 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.

- XII. GOOD OF THE ORDER
- XIII. 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

May 2, 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, Schippers, Engels, King, Mayor Filkins

Council Absent: None

Staff Present: Peccia, Roberts, Ottjepka, Dietlin, Homier (via Zoom), Wasson

APPROVAL OF AGENDA

2022-075 Approve agenda as amended.

Motion was made by Schippers and supported by Elenbaas to approve the agenda as amended to add a recommendation regarding rental of a mechanical street sweeper as Item V-D under the City Manager's Report.

Motion unanimously approved.

PUBLIC COMMENTS

Kelly Smith noted he is a candidate for State Representative District 101.

Philip Haner expressed opposition to any zoning change that would allow apartments on the Cooley School property.

CONSENT AGENDA

2022-076 Approve consent agenda as amended.

Motion was made by Elenbaas and supported by Engels to approve the consent agenda as amended to correct typographical errors.

Motion unanimously approved.

COMMUNICATIONS

A. Memorial Day Parade

2022-077 Approve Memorial Day Parade.

Motion was made by Schippers and supported by King to approve the parade route for the Memorial Day Parade on May 30, 2022.

^{*} The corrected minutes were provided to City Council prior to the meeting.

Motion unanimously approved.

B. Wedding Reception

2022-078 Approve alcoholic beverages at the Market for a wedding reception.

Motion was made by Elenbaas and supported by Engels to approve the serving of alcoholic beverages at the Market from 6:00 pm to 11:00 pm on June 18, 2022 for a wedding reception.

Motion unanimously approved.

CITY MANAGER'S REPORT

A. Bids and recommendation regarding purchase of Portable Generator.

Peccia stated 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. He noted this generator can power smaller lift stations in the wastewater collection system when a loss of electricity has occurred. He stated competitive bids were received and the recommendation is to award the purchase of a portable generator to Leete Generators in the amount of \$57,571 and to approve the start-up and training offered by the company for an additional amount of \$2,380 for a total cost of \$59,951.

Elenbaas asked what the portable generator is used for.

Jeff Dietlin, Director of Utilities, stated it is used for all of the smaller lift stations that do not have a permanent generator.

Elenbaas asked how many lift stations it could power.

Dietlin stated it could provide power to eleven different lift stations.

2022-079 Award purchase of Portable Generator.

Motion was made by Schippers and supported by Elenbaas to award the purchase of a Portable Generator to Leete Generators in the amount of \$57,571 and to approve the start-up and training offered by the company for an additional amount of \$2,380 for a total cost of \$59,951.

Motion unanimously approved.

B. Bids and recommendation regarding replacement of Screw Pump.

Peccia noted 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. He stated two bids were received and the recommendation is to award the project to the lowest bidder, Franklin Holwerda Company, in the amount of \$287,000.

Elenbaas asked for more information about the purpose of the screw pump.

Dietlin stated a screw pump can move different volumes of water. He noted the bottom

bearing of the old pump shifted causing the screw to rub against the cement making it smaller than it needs to be. He noted instead of pumping 4.5 million gallons of water it can only pump 1.5-2 million gallons.

2022-080 Award project for replacement of Screw Pump.

Motion was made by Schippers and supported by Elenbaas to award the project to remove and replace a 48" Screw Pump to Franklin Holwerda Company in the amount of \$287,000.

Motion unanimously approved.

C. Recommendation regarding Contract for Roof Maintenance at the Cadillac Municipal Complex.

Peccia noted in February 2022 a contract for roof maintenance at the Cadillac Municipal Complex was awarded to Kawkawlin Roofing in the amount of \$140,500. He stated 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. He noted the company is requesting an increase in the amount of \$4,686 bringing the total cost to \$145,186.

Elenbaas asked what is included in roof maintenance.

Owen Roberts, Director of Finance, stated it includes some flashing repair and also spraying on a new layer of material.

Mayor Filkins noted the letter from the contractor stated there is currently a \$4,000 amount in the contract for a third party to perform a roof moisture scan. She asked if we are still planning to move forward with that part of the project.

Roberts noted the contractor indicated that with the limited number of leaks we are experiencing he would be comfortable not performing the roof moisture scan. He stated this proposal would remove the scan to save on the total cost of the project. He noted the manufacturer of the spray material will be onsite and they will perform a less thorough scan.

Mayor Filkins noted since the roof moisture scan was included in the original proposal she wants to ensure, due to the age of the roof, we are not going to incur more cost in the future by not including the full roof moisture scan in the project.

King stated when the manufacturer performs the scan before spraying, they could recommend a more thorough scan if they discover a problem. He noted at that time it could be brought back to Council with a recommendation to approve a more thorough scan.

Roberts noted this will be clearly communicated to Kawkawlin Roofing.

2022-081 Approve increase to contract for Roof Maintenance.

Motion was made by King and supported by Engels to approve the contract with Kawkawlin Roofing Co. for Roof Maintenance at the Cadillac Municipal Complex be increased to \$145,186.

Motion unanimously approved.

D. Recommendation regarding rental of mechanical street sweeper.

Peccia noted the City would like to rent a mechanical street sweeper for 1-month this spring. He stated it would allow for removal of larger debris from roads, gutters, and paths. He noted the street sweepers owned by the City utilize the movement of air to move debris. He stated the mechanical sweeper operates as a "broom and dustpan" system. He noted new mechanical sweepers cost over \$300,000 so it is not practical to look at adding one to the fleet at this time. He stated the recommendation is to waive competitive bidding and authorize a 1-month rental of a mechanical street sweeper from Bell Equipment in the amount of \$10,750.

Mayor Filkins stated she believes it provides our staff an opportunity to get things cleaned up sooner. She asked if the DPW staff is willing to work 6-7 days a week so we can use it to its full potential during that time.

Roberts noted we are confident in 6-days a week and could potentially have coverage 7-days a week in certain weeks.

Elenbaas asked when the sweeper would be available if it is approved.

Roberts stated it would be available in about 3-weeks. He noted there is also some cost recovery because anytime we sweep on the major trunkline routes we would bill about \$100/hour to the State.

Mayor Filkins asked if we utilize our street sweepers on paved alleyways.

Roberts stated he doesn't believe we sweep the alleys. He noted we focus on the gutters and the alleys should be sloped in such a manner that debris will run off of them.

2022-082 Waive competitive bidding regarding rental of mechanical street sweeper.

Motion was made by Schippers and supported by Elenbaas to waive competitive bidding regarding rental of a mechanical street sweeper.

Motion unanimously approved.

2022-083 Authorize rental of mechanical street sweeper.

Motion was made by Schippers and supported by Elenbaas to authorize a 1-month rental of a mechanical street sweeper from Bell Equipment in the amount of \$10,750.

Motion unanimously approved.

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.

Peccia noted the next three (3) items are related to the annual budgeting process.

2022-084 Set public hearing for Ordinance 2022-07.

Motion was made by Schippers and supported by Engels to adopt the 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.

Engels asked if there will be a rate presentation at the public hearing.

Peccia stated the rates will be presented at the public hearing. He noted there have been two (2) rate presentations and the rates have not changed since they were introduced.

Ayes: Schippers, Engels, King, Mayor Filkins

Nays: Elenbaas

Motion carried.

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.

2022-085 Set public hearing for Ordinance 2022-08.

Motion was made by Schippers and supported by Engels to adopt the 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.

Ayes: Schippers, Engels, King, Mayor Filkins

Nays: Elenbaas

Motion carried.

C. Adopt resolution to introduce Ordinance Establishing General Appropriations Act for Fiscal Year 2023 and set a public hearing for May 16, 2022.

2022-086 Set public hearing for Ordinance 2022-09.

Motion was made by Schippers and supported by Engels to adopt the resolution to introduce Ordinance Establishing General Appropriations Act for Fiscal Year 2023 and set a public hearing for May 16, 2022.

Motion unanimously approved.

D. Adopt Resolution for Addition to Local Street System (Teri Dee Boulevard).

Peccia stated the next two (2) items are regarding the acceptance of new local streets both of which are located in the Teri-Dee development area.

2022-087 Adopt Resolution for Addition to Local Street System (Teri Dee Boulevard).

Motion was made by King and supported by Engels to adopt the Resolution for Addition to Local Street System (Teri Dee Boulevard).

Motion unanimously approved.

E. Adopt Resolution for Addition to Local Street System (Carla Lane).

2022-088 Adopt Resolution for Addition to Local Street System (Carla Lane).

Motion was made by King and supported by Engels to adopt the Resolution for Addition to Local Street System (Carla Lane).

Motion unanimously approved.

MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

A. Downtown Development Authority

Engels noted lamppost banners were discussed during the March DDA meeting. He stated the suggestion provided by Council Member Elenbaas regarding the placement of banners with pictures of veterans was a good idea so this may be the right time to get this suggestion to the DDA.

PUBLIC COMMENTS

Pastor Troy Baxter expressed support for protecting the current zoning that surrounds Cooley School. He noted they intend to reach out to the Planning Commission.

GOOD OF THE ORDER

Elenbaas thanked the people of Cadillac who take pride in their yards and homes. He thanked Adam Ottjepka, Director of Public Safety, who took the time to meet and discuss the ongoing blight problem in the City. He noted that he and Adam Ottjepka visited a taxpayer who is battling a blight problem with a next-door neighbor. He stated he believes Adam Ottjepka has a better perspective of the blight problem in the City. He noted he believes we need stricter enforcement and a more aggressive approach to the solution to this problem. He stated we need to give the people in charge more authority to deal with people who believe it is permissible to have junk in their yards. He stated we may need a judge who will prosecute people for having blighted property, if necessary, and may need to fine landlords for blighted rentals. He noted it is time to make an effort to halt this problem because if the problem is not addressed it will only get worse.

Schippers mentioned that Up North Arts recently held an open house with various events and activities. She noted people were able to participate in art and there was an art exhibit. She encouraged everyone to visit Up North Arts.

Mayor Filkins mentioned the recent passing of Pat Goggin. She noted it was a great loss for the community. She stated he was larger than life and left a great legacy. She noted he was always very supportive of the City and did whatever he could to make a difference. She stated he will be missed by many people. She noted his memorial service will be held at 11:00 am on Friday, May 6th at St. Ann Catholic Church and visitation will be held on Thursday, May 5th at Peterson Funeral Home.

<u>ADJOURNMENT</u>

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk



CITY COUNCIL SPECIAL MEETING MINUTES

10:00 AM – May 12, 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 10:00 am.

ROLL CALL

Council Present: Elenbaas, Schippers, Engels, Mayor Filkins

Council Absent: King

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

APPROVAL OF AGENDA

2022-089 Approve agenda as presented.

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

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

<u>PUBLIC HEARING ON THE PROPOSED APPLICATION FOR A CDBG GRANT AND APPROVAL OF RESOLUTION</u>

Peccia stated this grant application includes the design and construction of a headworks system at the City's wastewater treatment plant. He noted this headworks project includes a screening system to remove large debris from influent wastewater and a grit removal system to remove smaller particles. He stated it is an environmentally friendly opportunity that would keep the wastewater treatment plant healthy for a longer period of time and would also reduce maintenance and repair costs.

Peccia noted it is a \$2 million grant request and the City will commit a local match in an amount up to \$919,000. He noted those dollars come from related projects already identified in the Capital Improvement Program.

Mayor Filkins opened the public hearing.

Mike Solomon, Wexford County Drain Commissioner, stated he strongly supports this project. He noted the project includes screening and sediment removal which should improve the efficiency of the wastewater treatment system, preserve the equipment, and reduce staff time. He stated this will not only benefit the City of Cadillac but will also benefit the larger community downstream of the plant. He noted the wastewater treatment plant discharges directly to the Clam River and competes with other water flowing down the Clam River. He stated any grit which also includes nutrients is going to have an

impact on water quality and potentially the discharge capacity. He noted the City has a long history of running a great wastewater treatment plant.

Mayor Filkins closed the public hearing.

Elenbaas asked what we currently use for a screening system.

Jeff Dietlin, Director of Utilities, stated we currently use bar screens. He noted we have a grit removal system where the grit will settle out and then it is removed.

Elenbaas asked where the bar screens are located.

Dietlin stated we have two sets of bar screens. He noted one screen system is located by the equalization basin and the other screen system is located after the equalization basin where the water rejoins and before it reaches the grit chamber.

Elenbaas asked where the equalization basin is located.

Dietlin stated it is a 900,000-gallon tank and is buried underground at the head of the plant.

Dietlin noted some of the lift stations have the same type of bar screen.

<u>2022-090 Approve submittal of application for Water-Related Infrastructure CDBG Grant.</u>
Motion was made by Schippers and supported by Elenbaas to approve the submittal of the application for the Water-Related Infrastructure CDBG Grant.

Motion unanimously approved.

2022-091 Approve Local Governmental Authorizing Resolution and execution of related documents. Motion was made by Schippers and supported by Elenbaas to approve the Local Governmental Authorizing Resolution for certification of the Michigan CDBG Application, signing of grant agreement, and execution of all future documents required for grant completion.

Motion unanimously approved.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk

City Council

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



Mayor Carla J. Filkins

Mayor Pro-Tem Tiyi Schippers

Councilmembers Stephen King Robert J. Engels Bryan Elenbaas

RESOLUTION NO. 2022-XXXX

RESOLUTION ADOPTING 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 16th day of May, 2022, at 6:00 p.m.

PRESENT: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

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

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%; and

WHEREAS, the City held a public hearing on the proposed ordinance increasing the rates (the "Ordinance") on May 16, 2022; and

WHEREAS, the City Council has determined that it is in the best interests of the public health, safety and welfare to adopt the Ordinance.

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

- 1. Ordinance No. 2022-07, 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) is hereby adopted.
 - 2. The Ordinance shall be filed with the City Clerk.
- 3. The City Clerk shall publish notice of adoption in a newspaper of general circulation in the City within seven (7) days.

City of Cadillac Resolution No. 2022-xxxx Page 3 of 3

4.

repealed to the extent necessary	to give this R	esolution full force and effect.
YEAS: COUNCIL MEMBERS:		
NAYS: COUNCIL MEMBER:		
STATE OF MICHIGAN))ss	
COUNTY OF WEXFORD)	
	. 2022-xxxx, o	Cadillac, hereby certify this to be a true and duly adopted at a regular meeting of the City
		Sandra Wasson
		Cadillac City Clerk

Any and all resolutions that are in conflict with this Resolution are hereby

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. 2022-07

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)
3/4	\$3.01
1	\$5.15
1 ½	\$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.

City of Cadillac Ordinance No. 2022-07 Page 3 of 3	
Approved this 16th day of May, 2022.	
Sandra Wasson, Clerk	Carla J. Filkins, Mayor
I, Sandra Wasson, City Clerk of the City of	of Cadillac, Michigan, do hereby certify that Ordinance
No. 2022-07 was published in the Cadillad	c 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 ADOPTING 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 16th day of May, 2022, at 6:00 p.m.

PRESENT: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
The following preamble and resolution was offered by Council Member and seconded by Council Member
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%; and

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

WHEREAS, the City held a public hearing on the proposed ordinance increasing the rates (the "Ordinance") on May 16, 2022; and

WHEREAS, the City Council has determined that it is in the best interests of the public health, safety and welfare to adopt the Ordinance.

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

- 1. Ordinance No. 2022-08, 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) is hereby adopted.
 - 2. The Ordinance shall be filed with the City Clerk.
- 3. The City Clerk shall publish notice of adoption in a newspaper of general circulation in the City within seven (7) days.
- 4. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

City of Cadillac Resolution No. 2022-xxxx Page 3 of 3			
YEAS: COUNCIL MEMBERS:			
NAYS: COUNCIL MEMBERS:			
STATE OF MICHIGAN))ss		
COUNTY OF WEXFORD)		
I, Sandra Wasson, City Clerk of the complete copy of Resolution No. 2 Council held on the 16th day of Ma	2022-xxxx, duly ac		
		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. 2022-08

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.

City of Cadillac Ordinance No. 2022-08 Page 3 of 3

- 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 Ca No. 2022-08 was published in the Cadillac Ne	adillac, Michigan, do hereby certify that Ordinance ws 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

PRESENT: COUNCIL MEMBERS:

seconded by Council Member _____.



Mayor Carla J. Filkins

Mayor Pro-Tem Tiyi Schippers

Councilmembers Stephen King Robert J. Engels Bryan Elenbaas

RESOLUTION NO. 2022-XXXX

RESOLUTION TO ADOPT 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 16th day of May, 2022, at 6:00 p.m.

	22111100	01,012,111								
ABS	ENT: COU	JNCIL ME	MBE	RS:						
The	following	preamble	and	resolution	was	offered	by	Council	Member	 and

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; and

WHEREAS, the City held a public hearing on the proposed ordinance on May 16, 2022; and

WHEREAS, the City Council has determined that it is in the best interests of the public health, safety and welfare to adopt the proposed ordinance and budget.

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

- 1. Ordinance No. 2022-09, Ordinance Establishing General Appropriations Act for Fiscal Year 2023 (the "Ordinance," attached as Exhibit A) is hereby adopted.
 - 2. The Ordinance shall be filed with the City Clerk.

City of Cadillac Resolution No. 2022-xxxx Page 3 of 3

- 3. The City Clerk shall publish notice of adoption in a newspaper of general circulation in the City within seven (7) days.
- 4. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: COUNCIL MEMBERS:	
NAYS: COUNCIL MEMBERS:	
STATE OF MICHIGAN COUNTY OF WEXFORD)))
· · · · · · · · · · · · · · · · · · ·	he City of Cadillac, hereby certify this to be a true and 2022-xxxx, duly adopted at a regular meeting of the City, 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. 2022-09 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

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:

	Revenues	Expenses
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

		Revenues	Expenses
Proprietary Funds Auto Parking Fund		\$94,500	\$92,400
Water & Sewer Fund	Capital Debt Service	4,717,000	4,708,600 918,500 890,000
Building Authority Operating Fund		194,500	160,500
Central Stores & Municipal Garage Fund	Capital Debt Service	710,000	708,300 95,000 50,000
Information Technology Fund	Capital	208,100	207,100 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 1	Fund	275,000	275,000
Local Development Finance Authority Utility Fun	21,000	15,300	
Local Development Finance Authority Capital Pro	161,000	325,500	
Downtown Development Authority Operating Fur	34,000	34,000	
Downtown Development Authority Capital Project Brownfield Redevelopment Authority Operating F		135,000 149,000	130,000 149,000

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.

City of Cadillac Ordinance No. 2022-09 Page **4** of **4**

(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.	
A	
Approved this 16th day of May, 2022.	
Sandra Wasson, Clerk	Carla J. Filkins, Mayor



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

Today's Da	nte MARCH	11,	2022
City Recei	ved Date		
			-1.2.=

Request Planning Guide

This form must be completed and return to the City <u>60 days</u> before an event. Additionally a representative for the event must meet with City Event Team to verify all details for the event before going to City Council for approval.

Failure to comply will result in a denial of your event. Please call (231) 775-0181 x 120 if you have questions.

Applicant Name (Print) KYLL KLLIN Contact Address				
Contact Phone(s) Contact Email _				
Sponsoring Organization (A) ILLAC CASTING INC. XPrivate Non-Profit				
Purpose of Event 100 to YEAR AND USESARY Approx # of Attendees 400				
Beginning Date: 7/9/22 Ending Date: 7/9/22 Reoccurring: YES NO				
1st Day Set-up 12:00AMPM Start 4:00AMPM End 10:00AMPM Clean-up 12:00MPM				
2nd Day Set-up:AM/PM Start:AM/PM End:AM/PM Clean-up_:AM/PM				
3rd Day Set-up:AM/PM				
4th Day Set-up:AM/PM Start:AM/PM End:AM/PM Clean-up:AM/PM				
Please answer the following questions:				
YESNOX Will you be requesting permission to close any streets or parking lots? YESNOX Will you be requesting permission to display any off site signage? YESNOX Will you be requesting permission to display a banner over Mitchell Street? YESX 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_X Will you be requesting permission to have a parade? YES NO_X Will you be requesting permission to hold any races? YES_X NO Will you be requesting permission to serve alcoholic beverages? YES_X NO Will your event include use of generators, food trucks, grills, fireworks display, or a tent/membrane structure?				

If you answered <u>YES</u> 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

Tadada Data	3/4/27
Today's Date	3/11/00
City Received D	ate
City necested 2	

Special Requests: Please Circle Electricity Water Wind Screens Sound System Movie Screen/Projector System** "Weather Dependent" 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) \$50 Non-Profit Hourly Rate (less than 4 hours) \$55 per hour Non-Profit Daily Rate of \$25: 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. 1 understand and agr		Cadillac Kotary I		ays Prior to Event Date	vation Request Form
Electricity Water Wind Screens Sound System Movie Screen/Projector System** "Weather Department of Projector System Projector System "Weather Department of Projector System Projector System "Weather Department of Projector System Project	Event_	CADILLAC CA			YEAR CLLEBRATION
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program that is not in compliance with them. Signature	if ever	nt was denied for any reason.	20		
Signature	I unde	rstand and agree to comply wit	th these rules, and acknowle	edge, that the City reser	ves the right to change or cancel any event or
we would be mailed and olivered to Cadillas City Hall 200 N. Lake Street in Cadillas Ad 40503 invite Goodillas and not	progra	m that is not in compliance wi	th them. Signature	M.	
		h	ad to Cadillac City Uall 200	N. Lake Street in Sect	illes MI 40001 invite@codilles mi not



City Manager____

City Council _____

State of MI

Cadillac MI 49601

Today's Date _	3/11/22	
City Received	Date	

200 N. Lake Street Phone (231) 775-0181 www.cadillac-mi.net Alcoholic Beverage Request Form Requesting Organization Contact Person(s) Contact Phone Contact Email Approx. number of participating groups 400Date of Event Starting Time N **Ending Time** City of Cadillac & State of Michigan Guidelines: Double fence Inspection of site 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. Signature Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied. Date Approved Comments Date Approved Comments Parks Date Approved_ Comments Fire Date Approved Comments Police

Date Approved_

Date Approved_

Date Approved

Comments

Comments

Comments



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

	5		. 3	
Today's Date	0)	22	

City Received Date

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reaso	on for Request	edillac Casting Event 7/9/22			
		y Campbell			
	ct Phone	Contact Email_			
Г	Date: 1/9/	0			
	Street Name [a	Ke St Beginning Location (455 Ending Location Harris			
		Beginning Time/2: 00AM/PM Ending Time/2:20AM/PM			
	Street Name	Beginning Location Ending Location			
		Beginning Time:AM/PM Ending Time:AM/PM			
	Street Name	Beginning Location Ending Location			
		Beginning Time:AM/PM Ending Time:AM/PM			
	Ctract Name				
	Street Name				
ŀ		Beginning Time:AM/PM			
	Date / / Parking Lot Closures				
	Lot Location Street Nearest Cross Street				
		Beginning Time:AM/PM Ending Time:AM/PM			
	Lot Location	Street Nearest Cross Street			
		Beginning Time:AM/PM Ending Time:AM/PM			
	Lot Location	StreetNearest Cross Street			
	EUT EUGHTON	Beginning Time:AM/PM Ending Time:AM/PM			
L					
Form	must be mailed or d	delivered to the above address or emailed to: javila@cadillac-mi.net (No Faxes accepta	ed)		
		these requirements & understand if these are not met the request will be denied.	,		
	13				
Print N	Name hery	-amph-ell Signature (by Campbell Date 5,5)	2,2		
Req	uest will be reviewed	& you will be notified if additional information is needed and/or if request is approved or d	enied.		
***	******	For Office Use Only	****		
Street	s				
Parks		Date Approved Comments			
Police		Date Approved Comments			
City M	lanager	Date Approved Comments			
City Co	ouncil	Date Approved Comments			



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

Today's Date 4/14/2022
City Received Date
MUST BE OFFICIALLY CITY DATE STAMP

Request Planning Guide

This form must be completed and return to the City <u>60 days</u> before an event. Additionally a representative for the event must meet with City Event Team to verify all details for the event before going to City Council for approval.

Failure to comply will result in a denial of your event. Please call (231) 775-0181 x 120 if you have questions.

Applicant Name (Print) Zach VanderGraaff Contact Address				
Contact Phone(s) Contact Email				
Sponsoring Organization Clam Lake Band Private Non-Profit				
Purpose of Event Clam Lake Band Concerts Approx # of Attendees 40 band members				
Monday, one in June, 3 in July, 2 in August Beginning Date: 6 / 27 / 2022 Ending Date: 8 / 8 / 2022 Reoccurring: YES NO 1st Day 6/27 Set-up 6: 30 AM/RW Start 7:00 AM/RW End8:00 AM/PW Clean-up 8: 30 AM/PW				
2nd Day 7/11, 7/18, 7/3 = up 6: 30 AM/PW Start 7: 00 AM/PW End 8: 00 AM/RW Clean-up 8: 30 AM/RW				
3rd Day 8/1, 8/8 Set-up 6 : 30 AM/PM Start 7 : 00 AM/PM End 8 : 00 AM/RM Clean-up 8 : 30 AM/PM				
4th Day Set-up:AM/PM				
Please answer the following questions:				
YES NO Will you be requesting permission to close any streets or parking lots? S. Lake St 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 Plaza				
ivial ket at Caulilac Commons				
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 <u>YES</u> 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	4/14/2022	_
City Received	Date	

Cadillac Rotary Performing Arts Pavilion Reservation Request Form

Cadilla	ic Rotary	Performing Arts	Pavillon Reser	vation Request Form
		Please Submit 30	-days Prior to Event Date	
Event Clam Lake	Band Conce	erts		
		Special F	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, a program that is not in compliance with them.	and acknowled	dge tha	t the City reserves th	ne right to change or o	cancel any event of
program that is not in compliance with them.		J.A.	/		
	Signature /	· U			

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

Print Name Zachery VanderGraaff	_Total Fees Required: _	Total Fees Paid:	Date <u>4 /14/2022</u>
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200 N. Lake Street Cadillac MI 49601 Phone (231) 775-0181 www.cadillac-mi.net

	-
manifest from	-

Phone	Contact Email
Date:// Mondays	Jul-Aug Street Closures
Street Name S Lake St	Beginning Location Harris St Ending Location Cass St
	Beginning Time 6:30 AM/RM Ending Time 8:30 AM/RM
Street Name	Beginning Location Ending Location
	Beginning Time:AM/PM Ending Time:AM/PM
Street Name	Beginning Location Ending Location
	Beginning Time:AM/PM Ending Time:AM/PM
Street Name	Beginning Location Ending Location ANA/RNA
Date / /	Beginning Time:AM/PM
	Street Nearest Cross Street
	Beginning Time:AM/PM Ending Time:AM/PM
Lot Location	StreetNearest Cross Street
	Beginning Time:AM/PM Ending Time:AM/PM
Lot Location	Street Nearest Cross Street ANA/DNA Street
	Beginning Time:AM/PM Ending Time:AM/PM

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



200 N. Lake Street Cadillac Mi 49601 www.cadillac-mimet

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Today's Date <u>5/9/207</u>.2

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

L Updated Way 2076

Banner Request Form

THE MINISTER PLANT

Monday Banner Start Date	616122 Mon	day Banner End Date 6/13	122
	removed on Mondays unless it may only be requested for <u>on</u>	is a Holiday, then it will be the e week at a time per form)	following day)
Reason for Banner Promote	Farmers Mark	et	· ·
Organization Cadillac Fo	armers Market	Contact Person Maru	Falvanck
Contact Phone	Contact Email_		
<u>City o</u>	f Cadillac & State of Mid	chigan Guidelines:	
Banner requested date is a m	ninimum of 2 months prior to d	lisplay date requested.	
<i>r</i>		st form or it will not be approve	d
.1		hung during inclement weather	dia r
1/	r any damages to the banner.	nung during maement weather	
	- 1 19. To 1 19## 15.	er i i i i i i i i i i i i i i i i i i i	
73 V 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		e construed to advertise, promo	idaka ada at aa
	r commodity, or be political in		te the sale of, or
		the banner if such is not an obvi	ous advertising of
	the sponsor's goods or services		ous daver daming of
1		ed three inches if on a single line	or two-inches if on
/ more than one line.	174 (194 (194 (194 (194 (194 (194 (194 (19	•	
Banner does not contain an a	ddress or directions to location	L .	·
Banner meets all the design s	pecifications on the back of thi	s form.	18011 1
The banner will be delivered t	o City Garage a minimum of 1	week before banner is to be disp	olayed.
City Garage is located at 1001	6th Street and hours. Call Street	et Supervisor at (231)920 -7800	to schedule time.
Banner will be picked up withi	in <u>1 week after</u> being displayed	; if it is not picked up, the banne	r will be disposed of
Form must be mailed or delivered to t	the above address or emailed t	o: javila@cadillac-mi.net (No Fa	xes accepted)
I understand and agree to these requi			
	"Ma	1.1/	6.21:
Print Name Mory (Jaluani	LL Signature, Mul	Date Date	5,9,22
J	ma n nala la Colon	11 .	1.5.1.4.4
Request will be reviewed & you will			
*****		•••••	********
Streets	For Office Use Only Date Approved	Comments	
City Manager	Date Approved	Comments	
State of Michigan	Date Approved	Comments	
City Council	Date Approved	Comments	<u> </u>
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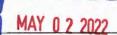
COUNCIL COMMUNICATION

Re: Appointment of Brian Ahrens to a Two-Year Term on the Cadillac-Wexford Airport Authority Board.

Brian Ahrens has expressed his interest in serving on the Cadillac-Wexford Airport Authority Board for a two-year term.

Requested Council Action:

Motion to appoint Brian Ahrens to the Cadillac-Wexford Airport Authority Board, which will expire on 5/16/2023.





Application for Appointment to Standing and Special Committees, Boards & Commissions

The information provided on this form is for the use of the Cadillac City Council in its deliberation to fill vacancies on standing and special committees, boards and commissions. Applications may be submitted at any time and will be kept on file for a period of one (1) year. In most cases, you must be a resident of the City of Cadillac to serve on its committees, boards and commissions. Exceptions include the DDA, CBOA, LDFA, Clam River Greenway Committee and Brownfield Redevelopment Authority. Applicants may be required to interview with the City Manager for appointment consideration.

To which committee, board or commission are you se	eeking appointment? Please check all that apply.
Airport Authority	☐ Economic Development Corporation
☐ Board of Review	☐ Elected Officials Compensation Commission
☐ Brownfield Redevelopment Authority	☐ Election Commission
☐ Cadillac Area Council for the Arts	☐ Housing Commission
☐ Cadillac-Wexford Transit Authority	☐ Local Development Finance Authority
☐ Cadillac West Corridor Improvement Authority	☐ Planning Commission
☐ Cemetery Board	☐ Retirement Board to Administer Act 345
☐ Civil Service Commission	☐ Zoning Board of Appeals
☐ Clam River Greenway Committee	☐ Construction Board of Appeals
☐ Historic Districts Commission	☐ City of Cadillac/Clam Lake Joint Planning Commission
☐ Diggins Hill Tennis Court Fundraising Committee	Commission
☐ Downtown Development Authority	□ Other
Please pri	nt or type:
Name BRIAN R. AHRENS Address	ss_e
Telephone: Home	Business/cell Same
E-mail	Date available for appointment 05/01/2022

Rules of law and ethics prohibit appointees from p a direct or indirect financial interest. Are you aware	participating in and voting on matters in which they may have e of any potential conflicts of interest? Yes
If yes, please indicate potential conflicts.	
Are you aware of the time commitment necessary you seek appointment, and will you have such time	to serve on the committee, board and/or commission to which e? Yes
you as an appointee to the position you seek.	g, education, experience or interests you possess that qualify
& Undergrad and Grad and Business Finan	Punto Degrees in Technology
· Experience; sals & ma	
◆ Frequent Flyer For mo	st my career (numor intended "
I hereby certify that the preceding information is co	orrect to the best of my knowledge.
Signature Birk Harry	Date 05/01/2022
You are invited to attach additional pages, enclose that you feel may assist in the evaluation of your a	e a copy of your résumé or submit supplemental information
and your and another and a valuation of your a	pplication. Can provide it regusted.
Mail or return your completed application to:	Marcus Peccia, City Manager City of Cadillac 200 N. Lake St. Cadillac MI 49601

Thank you for giving us the opportunity to consider you for appointment.

Please complete the following. You may use additional sheets as needed.

Community Service List boards, commissions, committees or community service organizations that you are currently serving or have served upon, offices held, and in what municipality or county.
None to date. Have lived in greater metro
Detroit For many years and then Orlando, FZ
From 2010-2020. Originally a Marion, MI nature
and my wife grew up in Tastin.
Employment and Education List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained.
3.5. Ferris State - Plastic Engring Tech 1988 M. S. Finance - Walsh College (Troy, MI) 2002
M.S. Finance-Walsh College (They, MI) 2002
Various job titles at the Cleneral Electric so. (52)
From 1991-2002 including real, manceting is
Various commercial met roles at Range (Belgian co.) From 2002-2021.
Have you ever worked for the City of Cadillac? Yes No If yes, please list dates and names of departments.
Why do you have interest in serving on this board/commission/committee?
I's like to get involved in the local workings of
I's like to get involved in the local workings of the community and Mr. Buth mentioned this opportunity.
opportunity.

COUNCIL COMMUNICATION

Re: Reappointment of Regan O'Neill to a Three-Year Term on the Brownfield Redevelopment Authority

Regan O'Neill has expressed his interest in being reappointed to serve as a member on the Brownfield Redevelopment Authority for a three-year term. Regan has been a member on the board since 1997.

Requested Council Action:

Motion to appoint Regan O'Neill to a three-year term on the Brownfield Redevelopment Authority which will end on 5/19/2025.

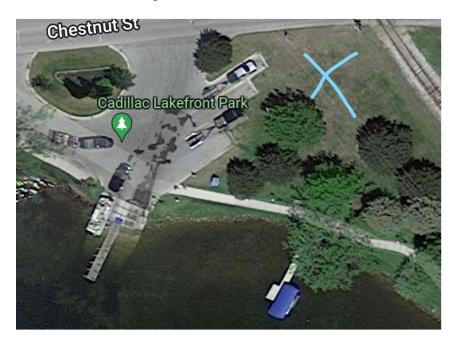
Date: May 16, 2022

Council Communication

Re: Permit of Property Use by the Chestnut St. Boat Launch Area

Eli Hoffert, the owner of property at 301 N. Mitchell (corner of Mitchell Street and Pine Street) has requested of the City the opportunity to use a portion of property near the Chestnut St. Boat Launch to operate a new rental business of kayaks, paddle boards, bicycles, and paddle boats. Mr. Hoffert's intent would be to temporarily store some of his inventory on-site in a secured device, that would also have a temporary sign affixed to it or adjacent that advertises the business. The area to temporarily store some of the inventory is indicated by the "X" in the image below. This activity would be a pilot project for one-year which would enable Mr. Hoffert to gage the demand for this new recreational activity to be in downtown Cadillac, and also provide the City the opportunity to evaluate this type of use along the shoreline.

Staff has reviewed the proposed location and believes this to be the best location to operate this type of business. Staff also supports this request because it creates new lake-oriented recreational activities and has the potential to be an additional draw for residents and tourists alike.



Due to this being a pilot project the initial permit amount for the use of this property would be \$200.00 annually. If this activity proves to be successful, the terms of this program could be evaluated and renewed for the following year.

Recommended Action

To authorize the City Manager to approve a one-year permit with Eli Hoffert for use of property near the Chestnut St. Boat Launch as presented and discussed.

Council Communication

RE: Ayer Street Improvements

On May 10, 2022, the City held a bid opening on the above referenced project. The work includes the following approximate quantities of major items:

5,400 Syd Crushing & Shaping existing Asphalt

770 Ton HMA, 4EL 160 Lft Water Main

The following bids were received:

Contractor	Bid
Crawford Contracting, Inc. Mt. Pleasant, MI	\$240,529.50
CJ's Excavating, Inc. Cadillac, MI	\$246,990.70
Salisbury Excavating, Inc. Tustin, MI	\$314,579.90

Recommended Action

It is recommended that the contract for the Ayer Street Improvements Project be awarded to Crawford Contracting, Inc. for the bid amount of \$240,529.50. In addition, a 10% contingency is requested for City engineer-approved field changes in unit quantity or scope due to unknowns in underground municipal construction, bringing the total recommended award to a total of \$264,582.45. Funds are available in the Local Street Fund and the Water and Sewer Fund.

Council Communication

RE: Simon Street Improvements

On May 10, 2022, the City held a bid opening on the above referenced project. The work includes the following approximate quantities of major items:

9,700 Syd Aggregate Base 1,130 Ton HMA, 4EL 380 Lft Water Main 950 Lft San. Sewer 4,100 Lft Curb and Gutter

The following bids were received:

Contractor	Bid
CJ's Excavating, Inc. Cadillac, MI	\$915,735.48
Salisbury Excavating, Inc. Tustin, MI	\$1,068,474.10
Crawford Contracting, Inc. Mt. Pleasant, MI	\$1,091,975.05

Recommended Action

It is recommended that the contract for the Simon Street Improvements Project be awarded to CJ's Excavating, Inc. for the bid amount of \$915,735.48. In addition, a 15% contingency is requested for City engineer-approved field changes in unit quantity or scope due to unknowns in underground municipal construction, bringing the total recommended award to a total of \$1,053,095.80. Funds are available in the Local Street Fund and the Water and Sewer Fund.

City Council

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



Mayor Carla J. Filkins

Mayor Pro-Tem Tiyi Schippers

Councilmembers
Robert J. Engels
Stephen King
Bryan Elenbaas

RESOLUTION NO. 2022-____

RESOLUTION TO EXTEND TIME FOR CONDITIONALLY AUTHORIZED MARIHUANA BUSINESS WL GREEN VENTURES, LLC TO COMPLETE FINAL AUTHORIZATION

At a meeting of the City Council of the City of Cadillac, Wexford County, Michigan, held on the 16th day of May, 2022, at 6:00 p.m.

PRESI	ENT:	
ABSE	NT:	
	The following preamble and resolution was offered by	_and
secon	ded by	

WHEREAS, the City Code authorizes certain recreational marihuana establishments (Chapter 10, Section 10.2) and medical marihuana facilities (Chapter 10, Section 10.3) in accordance with state law; and

WHEREAS, Section 10.3-03 creates an application process for persons who wish to operate a medical marihuana facility in the City and for the conditional authorization of applicants; and

WHEREAS, the City has conditionally authorized WL Green Ventures, LLC to operate a medical marihuana facility in the City; and

WHEREAS, WL Green Ventures, LLC has requested a one year extension of the conditional authorization for the reasons that: (1) it has a one-year option to extend its

City of Cadillac Resolution No. 2022-___ Page 2 of 3

purchase agreement for the property on which it wishes to proceed with the Provisioning Center and Retail Development, (2) the shortage of labor and supplies has presented challenges in the past few years, (3) the marihuana market in Michigan has changed and shrunk to under 20% in the past few years as medical marihuana patients are not renewing

their medical cards (Exhibit A, Extension Request Letter); and

WHEREAS, Section 10.3-03(g) authorizes the City Council to extend any of the applicants' deadlines upon a showing of good cause; and

WHEREAS, the City finds that there is good cause to extend the conditional authorization for one year, as set forth below.

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

- 1. The City, upon good cause shown, extends the period for WL Green Ventures, LLC to complete all necessary requirements for final authorization under Section 10.3-03(f) for a period of one (1) year pursuant to Section 10.3-03(g).
 - 2. Nothing in this Resolution extends any other deadlines in the City Code,
- 3. 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)

City of Cadillac Resolution No. 2022 Page 3 of 3
I, Sandra Wasson, City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. 2022, duly adopted at a meeting of the City Counci held on the 16th day of May, 2022.

Sandra Wasson Cadillac City Clerk



May 11, 2022

City of Cadillac Attn: City Council 200 North Lake Street Cadillac, MI 49601

RE: Request for Extension of Medical Marihuana Facility Conditional Authorization

Dear Sir/Madam:

Please be advised that I represent WL Green Ventures, LLC with respect to the above-referenced conditional authorization that was dated December 7, 2020. We respectfully request an extension of one year to the conditional authorization pursuant to the Code of Ordinances section 10-3.03(f). Please note that the request for one year is based upon the Applicant's one-year option to extend its purchase agreement for the property. This letter provides additional good cause for the City Council to extend the conditional authorization.

The applicant wishes to proceed with the Provisioning Center and Retail Development at 191-929 N. Mitchell Street. Although the applicant has experienced real estate and development professionals, the shortage of labor and supplies has presented challenges in the past few years. In addition, the marihuana market in Michigan has changed drastically in the past few years as well with the medical marihuana market shrinking to under 20% of the market and that number will continue to shrink as over 10,000 medical marihuana patients per month are not renewing their medical cards.

The applicant wishes to see if there is an opportunity to also pursue a co-located adult-use retailer license at this location to ensure that it will be a viable business in the future. The applicant will be committed to maintaining a medical marihuana license at this location even if an adult-use license is awarded.

Thank you for your consideration and please contact me if there are any questions.

Very truly yours,

PLUNKETT COONEY

(signed electronically) Jeffrey M. Schroder

Email address: jschroder@plunkettcooney.com

Direct dial: (248) 594-2796

JMS/nw

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MEETING MINUTES THE CADILLAC HISTORIC DISTRICTS COMMISSION (HDC) DECEMBER 13, 2021.

Roll Call

The meeting started at 5:10

Commission Members Present: Snider, Iehl, Dubravec and Engels

Absent: Carder and Bliven

Staff Present: Coy

Approval of the December 13, 2021 Meeting Agenda

A motion was made to approve the agenda as presented by Engels. Support from Dubravec. The motion passed with unanimous support.

Approval of the October 25, 2021 Meeting Minutes

A motion was made to approve the October 25, 2021 meeting minutes by Engels. Support from Snider. The motion passed with unanimous support.

Public Comments

None

New Business –

1. Construction Application from Moss and Beth Hamblin owners of 404 E. Cass Street to remove the attached garage on the west side of the home. The garage is currently separating from the footings supporting the west wall and will collapse if not removed.

Coy showed pictures of the garage on the overhead screens. They show the separation of the garage from the footings. The footings are built into a slope and lean severely towards the neighboring home. The two homes were built very close together as you could see in one of the pictures. The Hamblin home is considered a contributing site within the Courthouse Hill Historic District have been built in 1883.

Coy added that Mr. Hamblin plans to salvage the siding on the exterior of the garage to allow him to match the wall that will be exposed after demolition. Dubravec asked if he thinks there is enough usable siding to cover the exposed wall. She added that she's gotten siding for their historic home from McBain Lumber. Iehl added that he found concrete board that matched up well with the siding on his home.

Engels asked if the garage could be salvaged. Mr. Hamblin said he didn't feel it was practical because the cost of jacking up the garage while the footings are being removed and then new footings put in would not be something he could afford. He added that his insurance company recommended the garage be removed. His main source of income is

Social Security. He also added that his career was in construction downstate and that he is a licensed electrician. He plans to do this work himself.

A motion was made by Iehl to approve the removal of the attached garage and to save the siding from the garage for future use on repairing the wall which will be exposed. Also the concrete footings under the west wall of the garage need to be removed. Support from Dubravec. The motion was approved with a unanimous vote.

There was general discussion after the vote with Mr. Hamblin. All four commission members own homes and live near the Hamblin's and are his neighbors. Discussion included the property to the east of the Hamblin home also having a retaining wall that is leaning towards his home. He mentioned that the rental home behind his lot may be partially on his property.

Old Business

The reroofing of the home owned by John Iehl at 403 E. Cass Street. Iehl explained the work that was done on his home. Coy said no action is necessary as the job is completed and neither the roof line nor the soffits were changed.

Commissioner Comments –

None

Adjourn – The meeting adjourned at 5:38 pm,