

City Council Meeting

June 20, 2022 6:00 p.m.

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



June 20, 2022 City Council Meeting Agenda 6 p.m. at City Hall - 200 N. Lake St. – Cadillac, MI 49601

We are continuous learners

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 June 6, 2022 Support Document III-A
- B. Minutes from the closed session held on June 6, 2022
- C. Minutes from the special meeting held on June 9, 2022 Support Document III-C

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IV. PROCLAMATION

A. Honoring Cadillac News for 150 Years of Reporting Support Document IV-A

V. COMMUNICATIONS

- A. Festival of the Arts Support Document V-A
- B. Wedding Support Document V-B
- C. Crafters for a Cause Support Document V-C
- D. Chamber of Commerce Sidewalk Sales Support Document V-D
- E. After 26 Music Festival Support Document V-E
- F. Craft Beer Festival Support Document V-F
- G. Lake Cadillac Resort Fireworks Display Support Document V-G

VI. APPOINTMENTS

- A. Recommendation regarding reappointment to the Cadillac Housing Commission. Support Document VI-A
- B. Recommendation regarding reappointment to the Cadillac-Wexford Transit Authority. Support Document VI-B

VII. ADOPTION OF ORDINANCES AND RESOLUTIONS

A. Adopt Resolution Amending General Appropriations Act for Fiscal Year 2022. Support Document VII-A

VIII. MINUTES AND REPORTS OF BOARDS AND COMMISSION

A. Planning Commission
Support Document VIII-A

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IX. PUBLIC COMMENTS

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X. GOOD OF THE ORDER

XI. CLOSED SESSION

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

XII. 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

June 6, 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, Dietlin, Deponio, Homier, Wasson

APPROVAL OF AGENDA

2022-108 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.

CONSENT AGENDA

2022-109 Approve consent agenda as presented.

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

Motion unanimously approved.

COMMUNITY SPOTLIGHT

A. Cadillac Area Visitors Bureau Update

The following individuals from the Cadillac Area Visitors Bureau were in attendance: Kathy Morin, Executive Director; Lindsey Westdorp, Marketing Manager; and Marci Hensley, Administrative Assistant.

Kathy Morin, Executive Director, provided information highlighting some of their recent activities (see attachment). The notes she provided from the presentation are as follows:

Trails

- Pure Michigan Trail Town designation many years in the making with past and present City staff and many other partners
- Excited to see the White Pine trailhead project taking shape. Our graphic designer is working collaboratively with Connie Boice on kiosk designs
- Reprinting another 10,000 trails/rivers brochure new last year; this time adding CISMA information
- Related to motorized trails waiting to hear about USDA Rural Development grant for focus ORV marketing framework hopefully soon!

Social District

- Really great feedback from all the participating locations with the new roll out, they are all excited to collectively market this with us. QR codes on-site to help drive traffic to more information/maps/faq's
- More cohesive marketing pieces being printed like the brochures and maps that will be
 distributed throughout the community, as well as additional marketing assets like drink
 coasters, sandwich boards, sidewalk decals, etc. in the works
- Lots of paid and free media hits already, video, print & digital, with more to come. Featured in MI Brew Trail magazine, a podcast interview with Mlive, and live on MyMichigan TV
- Thank you to Councilmember King for early lead on getting the social district started.

Thursday Nights

- We've worked with Tim of UpBeat Cadillac to help keep the series going as it has operated in the red for years, with a goal of reaching new audiences, listeners & donors.
- Additionally, working with Marla helping to promote the new Thursday After Hours Market by providing cohesive branding and marketing support to that as well.
- Applied for and received the first Michigan Retailers Association "buy nearby" grant awardbig paid media push with Nexstar media and launch party on June 23rd
- Goal of driving foot traffic through downtown, the social district, and lakefront area on summer weekday nights

Kathy Morin also mentioned the tourism/information kiosks that are on the agenda for consideration.

Peccia thanked the CAVB for their efforts. He asked if the invasive species project they are working on could help the City with a future grant opportunity for Lake Cadillac. He mentioned their support of UpBeat Cadillac.

COMMUNICATIONS

A. Cadillac Rotary Club

2022-110 Approve street closure for Cadillac Rotary Club Concert.

Motion was made by Elenbaas and supported by King to approve the closure of Lake St. between Harris St. and Cass St. from 6:00 pm to 10:00 pm on July 24, 2022 for the Cadillac Rotary Club Luke Winslow King Concert.

Motion unanimously approved.

B. UpBeat Cadillac

2022-111 Approve street closure for UpBeat Cadillac Concerts.

Motion was made by Schippers and supported by Elenbaas to approve the closure of Lake St. between Harris St. and Cass St. from 6:00 pm to 9:00 pm on Thursdays from June 23, 2022 through August 25, 2022 for the UpBeat Cadillac Concerts.

Motion unanimously approved.

CITY MANAGER'S REPORT

A. Request regarding installation of tourism information/kiosk signs.

Peccia stated the Cadillac Area Visitors Bureau is requesting approval to install six (6) tourism information/kiosk signs within the City of Cadillac. He noted the general locations are:

- White Pine Trailhead
- Northwest corner of the Market in stone-filled landscape area
- Chestnut Street boat launch to replace the old kiosk
- Kenwood Park on the beach side to replace old kiosk
- Near Mitchell and Mason Streets (by Visitors Bureau office in Old City Hall)
- Near the Rotary Performing Arts Pavilion

Peccia noted if the location at Mitchell and Mason Streets ends up in the MDOT right-of-way, MDOT approval would also be sought before this kiosk would be installed.

2022-112 Approve installation of tourism information/kiosk signs.

Motion was made by King and supported by Elenbaas to approve the request by the Cadillac Visitors Bureau to install six (6) tourism information/kiosks within the proposed general locations; final locations would be approved through a collaborative effort between the Public Works and Community Development Departments and the City Manager along with MDOT, if necessary.

Motion unanimously approved.

B. Aquatic Invasive Species Landing Blitz Boat Outreach Event, North Country CISMA.

Peccia stated the North Country Cooperative Invasive Species Area works on projects and programs such as:

- Assistance in identifying invasive species
- Guidance on treating invasive species and buying herbicides
- Invasive species treatment demonstrations
- Strike Team for hire to control high priority invasive species on private property
- Outreach and educational events

Peccia noted the organization is requesting to have a booth set up on the grass on the east side of the Chestnut Street Boat Launch area on July 1 from approximately 8:30 a.m. to 3 p.m., for the purposes of providing complimentary handouts to boaters about invasive species.

2022-113 Approve booth for North Country CISMA.

Motion was made by Schippers and supported by Elenbaas to approve the request from the North Country Cooperative Invasive Species Management Area to set up a booth on July 1, 2022 as presented.

Motion unanimously approved.

C. Out-of- State Travel Request

Peccia noted he is requesting consent to travel to the Annual Conference of the International City Management Association (ICMA). He stated the conference will be held this September in Columbus, Ohio.

2022-114 Approve out-of-state travel request for City Manager.

Motion was made by Engels and supported by Schippers to approve the out-of-state travel request for the City Manager as presented.

Mayor Filkins stated she believes continuing education for City staff is very important and she appreciates the support from Council.

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

GOOD OF THE ORDER

Schippers congratulated the Cadillac High School graduates, especially the four (4) Cadillac Mayor's Youth Council Members: Isabella, Maddy, Ali, and Haley. She encouraged high school age youth to join the Cadillac Mayor's Youth Council. She thanked Marcus Peccia, Jeff Dietlin, the Fire Department, and the Police Department for providing the Cadillac Mayor's Youth Council a tour of the City's facilities.

Elenbaas thanked the Cadillac Area Visitors Bureau for their sponsorship of UpBeat Cadillac. He mentioned some of the upcoming concerts, including Paul Nelson on August 18, 2022.

CLOSED SESSION

Adjourn to closed session pursuant to MCL 15.268(a) to consider a periodic personnel evaluation of the City Manager, a public officer and employee, at his written request and to discuss a written confidential legal opinion with the City Attorney.

2022-115 Adjourn to closed session.

Motion was made by Engels and supported by Elenbaas to adjourn to closed session pursuant to MCL 15.268(a) to consider a periodic personnel evaluation of the City Manager, a public officer and employee, at his written request and to discuss a written confidential legal opinion with the City Attorney; invite Jeff Dietlin, Director of Utilities, accordingly.

Motion unanimously approved.

2022-116 Return to open session.

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

Motion unanimously approved.

Mayor Filkins stated we had the opportunity to review with the City Manager his annual performance evaluation. She noted between the City Manager's self-evaluation and the majority of Council, there was an overall agreement regarding his performance. She stated they discussed the many positive activities occurring and also discussed a few areas that could be improved upon.

Peccia thanked Council for their continued support. He stated it is a privilege and an honor to be the City Manager. He noted some of his family members recently visited to attend his daughter's graduation and they commented on the positive changes within the community. He stated the support from City Council and City Staff allow for this type of progress.

Mayor Filkins summarized the requests from the City Manager:

- 4% Cost of Living Adjustment which would raise his annual salary from \$111,177.17 to \$115,624.26
- 2% one-time Inflation Premium which equates to an amount of \$2,312.49

Peccia noted we approved a 3.5 % COLA for all non-union staff along with a one-time inflationary premium based on 2% of that adjusted amount. He stated it will be awarded to non-union staff effective July 1st and to union staff after the signing of the appropriate Letters of Understanding.

Peccia stated his other request is a revision to his current contract to replace the auto allowance he receives with the provision of a city vehicle for both business use and use during non-working hours. He noted until the vehicle becomes available he is requesting an increase from \$400/month to \$500/month for his auto allowance.

King noted he is not bothered by the request but he needs to know the cost. He stated he believes the vehicle is a good idea and it makes sense with the travel. He noted the vehicle would also include gas privileges so that would be a huge cost of living benefit. He stated he needs to know the cost of the vehicle benefit to better evaluate the wage increase request.

Owen Roberts, Director of Finance, estimated that at 15,000 miles/year, 25 miles/gallon, using approximately 600 gallons/year would equate to about \$2,400/year. He noted our insurance is a fleet policy so it would cost about \$200/year to insure the vehicle. He stated repair costs are difficult to estimate but the vehicle would be under warranty for a few years.

King stated he recently reviewed a compensation package for a client and they are provided with a car,

insurance, and gas. He noted they came up with a value per year of that benefit for that employee. He stated that is the information he wants to know.

Schippers asked Council Member King if he is looking for the value of the benefit or the cost to the City.

King stated he is looking for the cost to the City. He noted he believes it is our responsibility to have a more accurate cost for the vehicle benefit to better evaluate the compensation package.

Mayor Filkins asked the City Manager if he is currently reimbursed for gas when he uses his personal vehicle for work.

Peccia stated he does not get reimbursed for gas. He noted he just receives an auto allowance of \$400/month.

King stated he believes it is a good idea to provide a vehicle to the City Manager.

Schippers stated she doesn't believe a chart would provide the specific cost to the City. She noted the vehicle will join the City's fleet so it will be an asset and gas will be an estimate.

King noted when you are reviewing a compensation package, you need to understand how much of a cost-of-living benefit it would be to add a car with gas included.

Elenbaas asked if there was any consideration given to a hybrid SUV.

Peccia stated they looked at an all-wheel drive vehicle that can carry 7-8 occupants. He noted the cost of a hybrid SUV would be substantially more.

Mayor Filkins noted the City Manager needs a vehicle large enough to transport visitors to the City, members of the Industrial Fund, etc.

Peccia stated we currently don't have a suitable vehicle in the City's fleet for that use. He noted even though the vehicle purchased would be for his exclusive use, other members of City staff could use it if needed.

Engels stated he believes providing a vehicle is a good idea. He noted he believes the City Manager is underpaid and that he deserves to be compensated fairly for his talents, experience, and investment he brings to the community. He stated this is the first time since he has been on Council that we have put together a benefit package that puts the City Manager where he needs to be. He noted after a year of this, it would be nice to see a better break down of the benefit package which includes insurance, gas, etc.

King stated it is our fiduciary responsibility to know the exact numbers to approve it. He noted while agrees he in concept, he suggested that Council table the issue until more information is provided by the Director of Finance. He noted is uncomfortable guessing the cost of the benefit package to the City and to the citizens of Cadillac.

City Attorney Homier noted the City Manager's Employment Agreement would be amended to specify the benefits approved by Council and authorize the Mayor to sign the Employment Agreement.

King stated the request includes a salary increase, the one-time inflationary payment, and the change regarding the vehicle policy which he believes we need a number for to say what we are approving.

Peccia noted he is requesting an additional \$100/month until the vehicle becomes available for his exclusive use both for business and during non-working hours. He stated when the vehicle becomes available the auto allowance he receives would go away in its entirety.

Roberts noted Edmunds estimated the total cost of ownership which includes a \$1,300/year insurance cost is between \$9,500 and \$10,100 per year. He noted insurance would be less because the City has a fleet policy. He stated a reasonable estimate would be a cost of \$800/month which is based on 15,000 miles/year and is based on a 5-year estimate. He noted using these calculations is what would be used to estimate the cost.

King asked if the estimated cost numbers could be put together and provided prior to the next meeting.

Schippers stated Roberts researched the cost information on the internet and provided that information. She questioned if the cost information would be different if it was provided in 2-weeks.

King stated this is part of our fiduciary responsibility to have information, review it, and then make a decision.

Peccia stated that if Council feels comfortable moving forward with the compensation adjustments including the temporary adjustment to the automobile allowance, it could be possible to gather some additional information and potentially call a special meeting later in the week.

2022-117 Approve compensation adjustment for the City Manager.

Motion was made by Engels and supported by Schippers to approve a 4% salary increase, approve a 2% one-time inflationary payment, increase the vehicle allowance to \$600/month, and hold another meeting in the near future to review information regarding the cost associated with providing a vehicle to the City Manager.

Yeas: Engels, Schippers, Mayor Filkins

Nays: King, Elenbaas

Motion carried.

2022-118 Make compensation adjustment retroactive.

Motion was made by Engels and supported by Schippers to make the compensation adjustments retroactive to May 16, 2022.

Yeas: Engels, Schippers, Mayor Filkins

Nays: King, Elenbaas

Motion carried.

<u>ADJOURNMENT</u>

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk



Cadillac Area Visitors Bureau

Community Updates

June 2022

TRAILTOWN of PURE ICHIGAN®

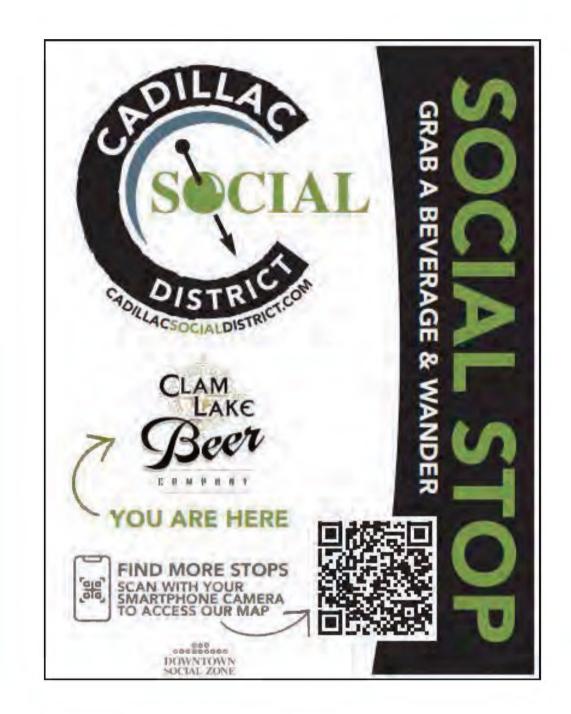






Cadillac Social District 2022 Roll Out











UpBeat Cadillac Relaunch & Grant Award

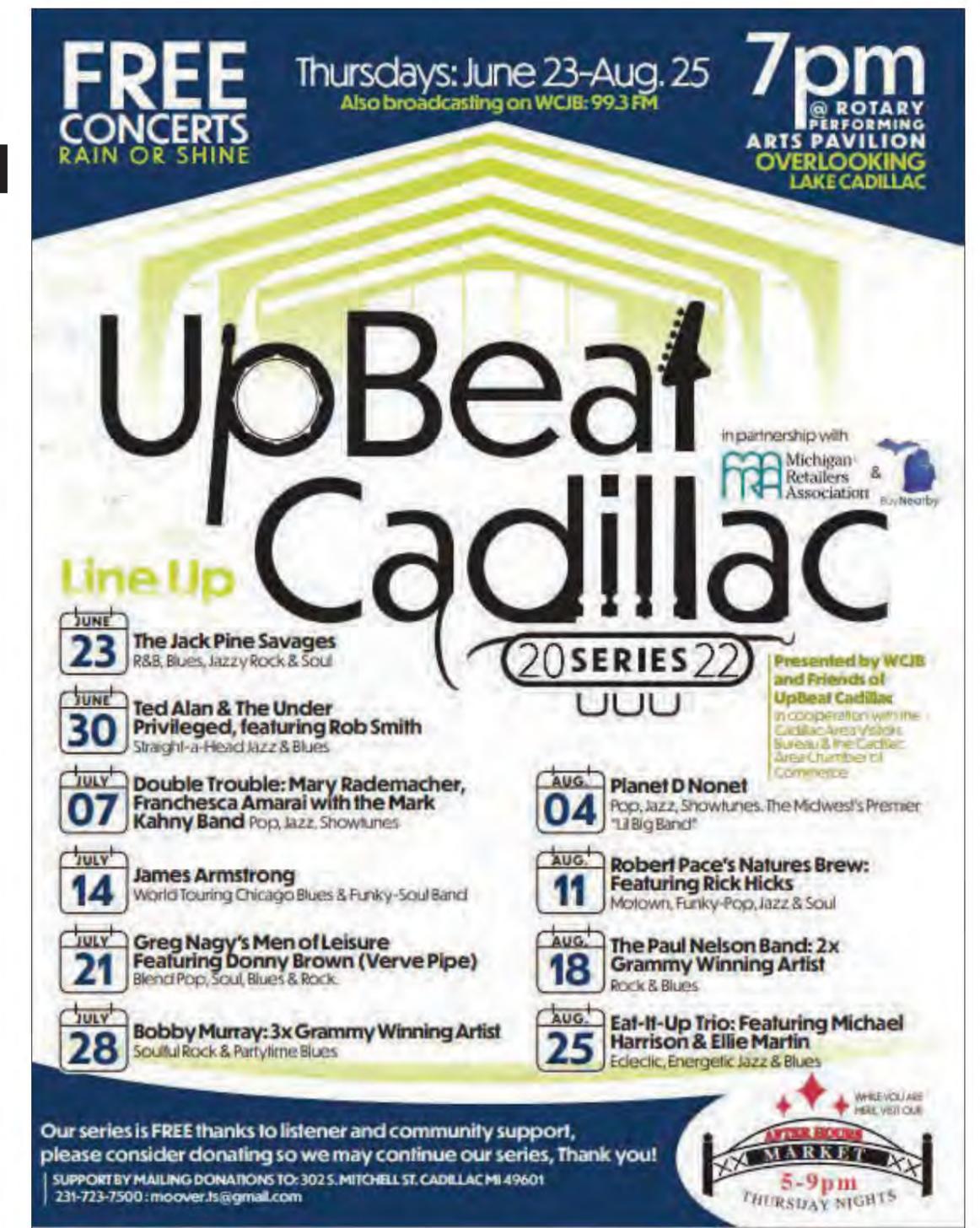


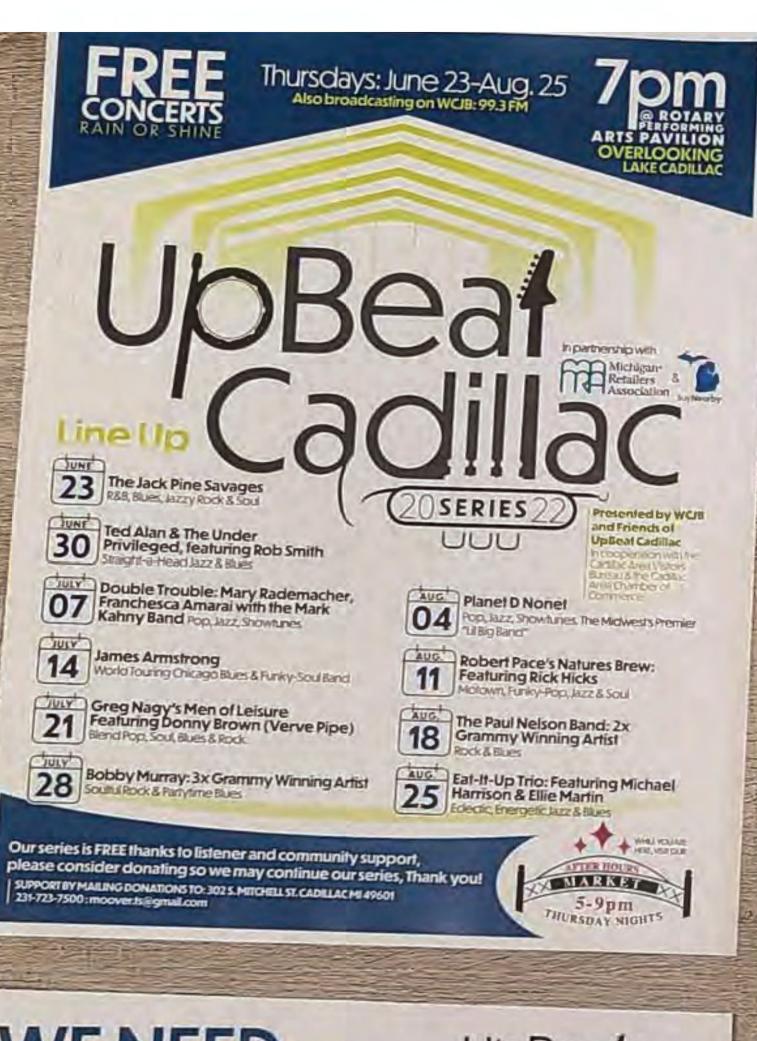
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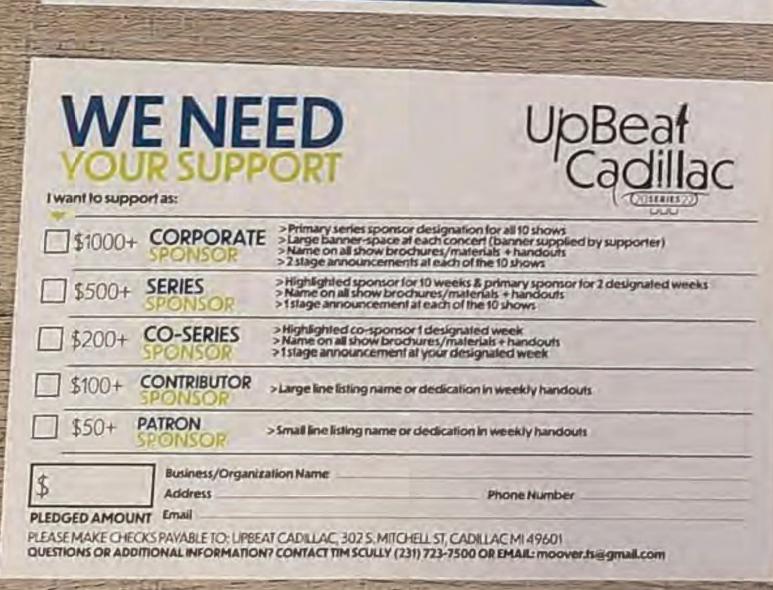




NEW IN 2022











Thursdays: June 23-Aug. 25
Also broadcasting on WCJB: 99.3 FM

ARTS PAVILION OVERLOOKING LAKECADILLAC

Up Beat Michigan* Retailers & Association Association

23 The Jack Pine Savages R&B, Blues, Jazzy Rock & Soul R&B, Blues, Jazzy Rock & Soul

Ted Alan & The Under Privileged, featuring Rob Smith Straight-a-Head Jazz & Blues

Double Trouble: Mary Rademacher, Franchesca Amarai with the Mark Kahny Band Pop, Jazz, Showtunes

James Armstrong World Touring Chicago Blues & Funky-Soul Band

Greg Nagy's Men of Leisure
Featuring Donny Brown (Verve Pipe)
Blend Pop, Soul, Blues & Rock. Blend Pop, Soul, Blues & Rock.

Bobby Murray: 3x Grammy Winning Artist 28 Bobby Murray: 3x Grams
Soulful Rock & Partytime Blues

SERIES Presented by WCIB

> and Friends of UpBeat Cadillac In cooperation with the

Bureau & the Caolitac Area Chamber of Planet D Nonet Pop, Jazz, Showtunes. The Midwest's Premier

Robert Pace's Natures Brew: Featuring Rick Hicks Molown, Funky-Pop, Jazz & Soul

The Paul Nelson Band: 2x Grammy Winning Artist Rock & Blues

25 Eat-It-Up Trio: Featuring Michael Harrison & Ellie Martin Eclectic, Energetic Jazz & Blues

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CITY COUNCIL SPECIAL MEETING MINUTES

10:00 AM – June 9, 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, King, Mayor Filkins

Council Absent: None

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

APPROVAL OF AGENDA

2022-119 Approve agenda as presented.

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

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

CONSIDERATION OF VEHICLE BENEFIT & AWARD OF BID

Peccia stated that the vehicle benefit component of the discussion was tabled at the previous meeting per the request of City Council to obtain some additional details and clarification. He noted the Council Communication provided outlines the requested information.

Owen Roberts, Director of Finance, reviewed the Council Communication Re: Cost of Contract Changes, Vehicle Benefit & Award of Bid – City Manager 2022 (see attachment).

King noted as he stated at the previous meeting, our fiduciary responsibility is to ensure we know the cost involved and the increase in the compensation package. He stated after reviewing the Council Communication he believed the estimates provided were extremely low. He noted he doesn't believe the insurance portion of the Council Communication provided accounts for notifying our insurance carrier that we are going to allow a vehicle to be used for exclusive use by an employee for personal use. He noted he is concerned we are making a minimum of a \$45,000 appropriation. He stated that appropriation has to be looked at under Section 5.6(b)(5) – Special Requirements for Council Actions requiring a vote of four or more members of Council.

King distributed and reviewed a document entitled Percentage Increase to Manager Compensation Package (see attachment).

King stated because of the raise that has already been approved, he doesn't believe a vehicle can be considered this year because it effectively turns out to be over a 17% raise if those numbers are correct. He noted he believes the numbers are much higher and a 17% raise in this day and age is staggering and sends the wrong message to the taxpayers.

Mayor Filkins stated she believes in providing a City vehicle for the City Manager to perform City business. She asked Council Member King if he is supportive of acquiring the vehicle for business use only.

King stated his answer would have been yes but because we made the decision to increase the compensation in a vacuum without considering it, he does not believe we can do it this year. He noted he would likely be supportive if this item is brought back next year for discussion. He stated it has to be negotiated in relation to an overall compensation package.

Schippers noted she disagrees with the statement that it is a 1-year contract. She asked for clarification from the City Attorney.

City Attorney Homier stated the contract has an undefined term but because of the way in which the evaluation works as well as reviewing the compensation issues on an annual basis, the City has annually amended the contract to deal with any compensation changes. He stated if nothing was done, the contract would continue at the same rate.

Engels asked the City Attorney about the statement in the document provided by Council Member King which states "purchase of a car for the City Manager is an appropriation of city funds requiring a vote of four or more members".

Homier stated the City adopts an annual budget so if you are spending money within that budget then it is not a new appropriation of any money. He added however, if you are also amending the budget then it would be an additional appropriation of money requiring a 4/5 vote under that section of the City Charter. He noted that he doesn't know whether or not these are funds within the existing budget already approved by the City and further added that he believed his position on this issue is consistent with how the City has dealt with similar issues for as long as anyone could recall.

Peccia stated there are dollars available within the General Fund in this fiscal year.

King stated it is not an item that was budgeted.

Mayor Filkins stated it wasn't an item that we approved when we approved the budget. She added the dollars might be there but it wasn't something we had on our radar that we approved at budget time.

Roberts stated that is correct.

Engels stated it was a nice attempt at a compromise to acquire a car for business use but is does seem like the statement made probably applies. He noted based on the vote at the previous meeting, he believes we are done. He noted he is under the same understanding as Council Member King. He added based on what was confirmed by the City Attorney, we would have to move funds from the General Fund to the City Manager's Budget to account for the purchase of the vehicle.

Peccia stated throughout the course of the year we do budget transfers with dollars that have been appropriated.

Schippers noted when we approve a muffin muncher there is money available in the fund and we don't need four (4) votes.

King stated he believes it is dangerous to say when you have a \$45,000 vehicle that wasn't budgeted and then try to say we are shifting money and it doesn't require approval. He noted when we purchase other items, the Director of Finance prepares a budget amendment for approval. He stated especially since this is a vehicle for one employee for personal use, he is concerned about trying to make a decision that we can somehow shift money without accounting for it the appropriate way as required by Charter.

Engels asked the City Attorney to talk about other City Managers that have vehicles for personal use. He asked if there is anything in the Charter that states we can't use funds toward a vehicle for an employee's personal use.

Homier stated most City Managers with employment contracts have various different benefits in them. He noted some may include vehicles and some may include allowances for vehicles. He stated either way it is the same thing where you are, as a condition of employment, paying a fringe benefit. He noted the payment of that benefit is lawful because it is tied to the employment even if it is for personal use. He stated you can't really distinguish between what car allowance funds are used for business use versus personal use. He noted even though the Manager may be able to use the vehicle for personal use, there is a tax implication so he wouldn't describe it as a free use of a vehicle. He stated it would be taxable to the employee as a benefit like most other benefits.

Homier also clarified the City Charter provisions by noting, for example, if \$1 million dollars was appropriated in the General Fund that could be spent as unrestricted monies that money could be spent on any public purpose without coming back to the City Council as an additional appropriation of money under the Charter because the money has already been appropriated in the budget. He stated Council can decide whether or not it wants to further address additional appropriations when it has already appropriated the money but unless and until it is going to result in a budget amendment, he doesn't view that as an additional appropriation of money under the Special Requirements for Council Action of the Charter Section 5.6. He noted the money has already been appropriated through the existing budget. He stated Council can deal with the policy issues but as long as this is not resulting in a budget amendment, then it is not an additional appropriation of money.

King responded if that analysis were true, then we would just appropriate more money for our budget that is undesignated every year and use it however we want and that is not what the Charter was setup for.

Homier noted every time a bill is received, you do not reappropriate to pay that bill.

King stated but it is already budgeted.

Homier stated not everything is budgeted. He noted there are things that are not budgeted and not contemplated but yet within the spending authority of the budget as approved. He noted there is no threshold dollar amount under this section of the Charter, it's appropriating any money. He stated for instance if you need more paper and you thought you were only going to use 3 reams now you need 4

reams, that is not budgeted under your analysis and would require a reappropriation for the purchase of that fourth ream.

King stated so in other words we don't need to do budget amendments for fire trucks or the other equipment that we do budget amendments for to cover large expenditures that we did not anticipate in that budgeted year even in relation to using General Fund money. He noted so the only difference here is that the Finance Director has not submitted a budget amendment proposal for this \$45,000 vehicle. He stated he is concerned about trying to tell the taxpayer that this is just like buying another ream of paper which is in the office budget. He noted buying paper for the office is expected however if that money is used up and you have to buy something and especially if it exceeds \$7,500 you would have to ask for a budget amendment to exceed the office budget to buy supplies.

Schippers stated we are not buying the City Manager a car but this would be adding a car to the City fleet for his use. She noted that is very different than buying him a car. She stated she is offended at the idea that we are intending to just buy the City Manager a car as a benefit. She noted we are adding a vehicle to the fleet. She asked if there is precedent for adding something to the fleet and would that require a budget amendment if there is money available in the General Fund.

Roberts noted there has to be an appropriation available for the purchase. He stated in this case in the line item that we would traditionally buy the other administrative fleet vehicles, that would be a capital outlay in a general administrative department. He noted in that department is an appropriation for capital outlay that is unused for the current fiscal year. He stated the reason it is unused is, for example, money was appropriated for roof repairs and there has been a delay in the timing of that project so there is an unused appropriation and the plan was to use that appropriation.

Schippers asked the City Attorney if we are adding to the fleet and there is money available in the General Fund would be that be a new appropriation.

Homier noted that he reads the Charter to mean that if you approve a budget which includes \$1 million of unrestricted funds, you could use the General Fund for those expenditures. He stated he thinks this is consistent with how the City has dealt with this over the past years in terms of those expenditures and would have to confirm that with Roberts, but unless and until you have to amend the budget, he does not view that as an additional appropriation if there is money available in the existing budget to purchase things. He noted this is apart from the policy issue on whether someone wants Council approval to purchase those things, but he doesn't view that as an additional appropriation of money.

Homier noted in the municipal context things get brought to the public body all of the time in which the municipality needs to buy "X" and we want you to approve "X" even though it wasn't specifically enumerated as a line item on a budget but there is money in the budget to pay for that item. He stated there is not a simultaneous budget amendment for that because it would not result in a deficit balance in any one of those funds.

King pointed out that we do our Capital Improvement Program (CIP) every year looking out 6-years. He stated when we need new police cars or trucks for the fleet, those are put in the plan and then anticipated for the budget year we intend to make those purchases so Council is on notice on exactly what fleet and equipment additions there are going to be. He stated since he has been on Council, we have never put in a vehicle for the Manager's exclusive use and he respectfully disagrees with Council Member Schippers. He noted the only reason for this car is for the City Manager's exclusive use, it is not part of the fleet

and it is not anticipated to be used by anyone else, it has one purpose. He added that addition of a vehicle to the vehicles for the City has not been anticipated in any CIP and it has not been budgeted for the 2022/2023 budget.

Schippers asked if anyone else on staff has a vehicle that is primarily for their use.

Peccia stated the Public Safety Director, because he is a First Responder, does have an unmarked response vehicle that can be used in anyway he wishes. He noted the Director of Utilities as well as other supervisory-related staff have take-home vehicles from compact to mid-size SUVs to full size pickup trucks.

Schippers asked if a vehicle that can carry multiple passengers could be used by other members of City staff, if needed.

Peccia stated that is correct.

Peccia noted it bothers him that Council is fighting with each other over a potential benefit for him. He stated that was not the intended outcome. He noted relationships have been forged among the Council Members and he has worked hard to try to build relationships with Council over the years. He apologized for putting Council in this position.

Peccia stated the intent of this is a benefit to the City Manager. He noted the City Manager position included a vehicle benefit. He stated his request this year was to have the vehicle allowance replaced with a vehicle. He noted the point would be to have the vehicle for his exclusive use for both working and non-working hours. He stated if there is something occurring that would require someone else to use it for some type of City activity, that would be appropriate to do so. He noted it would be absorbed back into the fleet at such time that his use of it is over for whatever reason. He stated the City currently does not have this type of vehicle in the fleet.

Elenbaas stated the superintendents with take home vehicles have them because they are on call 24 hours/day but they are not allowed to use their vehicles for personal use. He noted the vehicles are driven to and from work and then are in their driveways in case they receive a call to go to a problem.

King stated there is nothing wrong with an "ask" because that is what negotiation for compensation is for. He stated there is nothing offensive about an "ask" but with that "ask" we have fiduciary responsibilities and that is the reason for his opinion. He noted the vehicles that currently get to go home with our employees are for business use only. He noted he was told if a police officer wants to take a vehicle home because they believe something is going to occur that they will be called in for, they have to get permission from the Public Safety Director to be able to take the vehicle home. He added that vehicle can never be used for personal use.

King stated if someone has a vehicle provided by the City and they are using it for personal reasons, such as to visit family in another state, and they get into an accident, we are exposed to liability. He noted he doesn't think we can take that type of risk and expose the taxpayers to that type of risk from a potential lawsuit. He stated we have not anticipated, even in the CIP, adding a vehicle for the exclusive use of the City Manager.

Engels stated he would like to see the vehicle put into the CIP to be purchased next year. He noted he thinks we need to move forward and hopefully this doesn't blow up next year if everyone is generally supportive of acquiring the vehicle.

Mayor Filkins stated she doesn't want to lose sight of it because she thinks we need to do it but she is agreeable to waiting until next year.

<u>ADJOURNMENT</u>

Mayor Filkins adjourned the meeting at 10:43 am.

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk

COUNCIL COMMUNICATION

Re: Cost of Contract Changes, Vehicle Benefit & Award of Bid - City Manager 2022

At the regular meeting of the Cadillac City Council held on June 6, 2022, the City Council approved several amendments to the City Manager's employment agreement. The summary of overall amendments and their values are as follows:

- 4% COLA increase to base salary: \$4,447.09
 - o Base salary increased from \$111,177.17 to 115,624.26
- 2% Inflation Premium; \$2,312.49; not added to base
- Auto Allowance increase: \$200/month
 - Auto Allowance increased from \$400/month to \$600/month and would be removed at such time that a city-provided vehicle is delivered.
 - \$763 is the estimated monthly city provided vehicle benefit, based on the annual cost of ownership. \$763 is \$163/month higher than the current auto-allowance, which equates to an annual benefit increase of \$1,956.

The request to reinstate a city provided vehicle is still pending, and the request is to provide a vehicle in a class size of minivan or larger for exclusive use, including during non-working hours. Estimates of the annual cost of this benefit, based on the vehicle bid (Chrysler Pacifica Touring L AWD) are below:

Cost Component	Cost	Assumption(s)
Capital Cost/Depreciation	\$4,000	(10-year estimated life; residual value of \$5,000)
Maintenance/Repairs	500	(Estimated; first 3 years will be in warranty)
Insurance	3.50	(Estimate based on weighted average of current premiums)
Fuel	4,000	(Based on 18,000 miles per year at 20 miles per gallon; \$4.50/gallon)
Registration	300	(Estimate based on value of vehicle)
Annual Cost of Ownership	\$9,150	

Current annual auto-allowance \$7,200; therefore, the estimated annual additional cost to the city is \$1,956. Annual estimated compensation adjustment is \$11,109.58, which includes the sum of the COLA, inflation premium and provision of a city vehicle.

Recommended Action

It is recommended that City Council award the bid for a 2022 Chrysler Pacifica to Betten Baker Chrysler Dodge Jeep Ram of Cadillac in the amount of \$45,500, to direct the city attorney to make the necessary revisions and authorize the Mayor to execute the revised employment agreement. Funds are available in the General Fund.

Percentage Increase to Manager Compensation Package

1. As of Council Meeting Monday June 6, 2022, 3 Council Members approved

2021 -2022 Compensation

2022-2023 Compensation

Base Comp.: Car allowance/yea		4% increase 50% increase	\$115,624.26 \$ 7,200.00
Total Yr. Comp.	\$115,977.17	6% increase	\$122,824.26
Onetime payment			\$ 2,312.49
Total increase 202	2-23	7.9% increase*	<u>\$125,136.75</u>

^{*(125,136.75 - 115,977.17)/115,977.17}

Council is being asked to approve the purchase of a car for the manager with unlimited miles and gas for personal use.

2. Value of Car to Compensation Package \$10,530 (18,000 X \$.585) (See note 4 below)

New Comp Old Comp.

 2022-23 Base:
 \$115,624.26
 % Change: (\$126,154.27 - 115,977.17)

 Car Value/year:
 \$ 10,530.00
 \$115,977.17 Old Comp.

 Total 22-23 Comp.
 \$126,154.27
 8.8% Increase not including 1 time \$2,312

10.75% Increase with 1 time \$2,312

3. Value of Car to Compensation Package \$18,000 – Mid Size sedan **2018** info (See note 8 below)

New Comp Old Comp. 2022-23 Base: \$115,624.26 % Change: (\$133,624.26 – 115,977.17)

Car Value: \$ 18,000.00 \$115,977.17 Old Comp.

Initial Concerns from Council Communication sent 6/8/22:

- 1. 18,000 miles too low if vehicle used for personal and business miles.
- 2. Is Council limiting out of state travel for cost and liability reasons?
- 3. Is Council limiting personal gas use amount?
- 4. 18,000 miles times 58.5 cents per mile (2022 IRS milage reimbursement) is minimum value of \$10,530 versus \$9,150 as suggested by Communication.
- 5. Use of IRS Milage reimbursement is one general rule of thumb for car value calculation for compensation package (2022 rate is .585/mile).
- 6. 25,000 miles times 58.5 cents per mile is \$14,625/year. More realistic milage.
- 7. \$4.50/gal is not realistic when gas is currently \$5.20/gal and not expected to go down but up.

8. 2018 Salary.com valued an employer provided car for mid-sized American car at \$10,000 - \$18,000 in relation to compensation package. This information is two years old and we are looking at larger vehicle.

SUMMARY:

We are being asked to give \underline{one} employee a City car with $\underline{unlimited}$ personal gas in a year that gas is going up and is over \$5.20 per gallon today. – No limit

We are being asked to give <u>one</u> employee a City car with <u>unlimited</u> mileage for personal use. If a vehicle is provided it should be for City business only.

No other employee is or has been getting this type of increase or benefit.

Insurance numbers do not account for personal use liability as no other employee may use City cars for unlimited personal use in State or out of State use.

There are cities and counties that are worried about running through their gas budgets for the next year for emergency services and we are asked to approve personal gas without limit? (e.g., Isabella County)

The numbers used in the Council Communication to ask Council for approval are unrealistically low in my opinion. Even with these artificially low numbers, we are being asked to give one employee, for a one-year contract, an effective raise of minimally 17.21% which is in my opinion fiscally irresponsible.

There is liability for the City if the employee has an accident while using the City car for personal use.

This is an annual contract. What message does this send to the taxpayers and other employees?

We have told citizens we had to raise City water and sewer taxes because of increasing costs, however, we can afford to pay for one employee to have a huge pay increase which will also cost them more?

I believe purchase of a car for the City Manager is an appropriation of city funds requiring a vote of four or more members of Council Section 5.6(b)(5).

A city vehicle purchased with taxpayers' money should not be allowed for personal use.

Proclamation

Honoring Cadillac News for 150 Years of Reporting

WHEREAS; on June 8, 2022 the Cadillac News celebrated their 150th year of publishing a newspaper; and

WHEREAS; the Cadillac News Statement of Purpose states that it "provides information that enhances the lives of the people, businesses and communities we serve"; and

WHEREAS; on October 13, 1926 T.O. Huckle and associates acquired the newspaper starting nearly one-hundred years of a family owned business; and

WHEREAS; the Cadillac News has served our City from its beginning, covering the most significant stories from WWI to the first moon landing, and many, many more; and

WHEREAS; the Cadillac News has evolved its traditional newspaper business into much more, now including a digital news and media services division, all of which are maintaining the strength and relevancy of the business in the 21st Century;

NOW, THEREFORE, BE IT RESOLVED, that I, Carla J. Filkins, Mayor of the City of Cadillac, on this 20th day of June, 2022, hereby encourage all citizens of the greater Cadillac community to join in recognizing the 150th Anniversary of the Cadillac News.

Carla J. Filkins, Mayor
City of Cadillac, Michigan

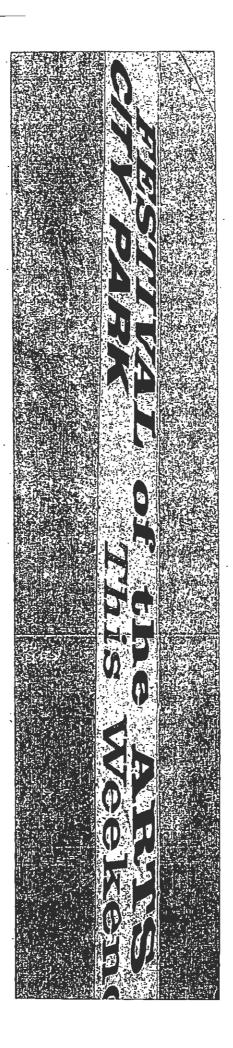


200 N. Lake Street Cadillac MI 49601 Phone (231) 775-0181 www.cadillac-mi.net

day's D	ate				_
y Rece	ived Date				
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12 2

www.cadillac-mi.net		
	Banner Reques	t Form
Monday Banner Start [Date 07/05/22	Monday Banner End Date <u>07/18/22</u>
(Ba	anners may only be requested for	
Reason for Banner Fes	stival of The Art	5
Organization Cadil	lac Arts Council	Contact Person Mike Filkins
Contact Phone	Contact Email	
Contact Fronc	CONCUCE EMILIN	_
g	City of Cadillac & State of	Michigan Guidelines:
Banner requested date	e is a minimum of 2 months prior	to display date requested.
		equest form or it will not be approved.
		ner is hung during inclement weather.
	ible for any damages to the ban	
	r a reasonable and public purpos	
		ay be construed to advertise, promote the sale of, or
	dise or commodity, or be politic	
		g for the banner if such is not an obvious advertising of
	ale of the sponsor's goods or ser	
The lettering of the spc	onsor's name or a logo does not e	exceed three inches if on a single line or two-inches if o
more than one line.		
Banner does not contain	in an address or directions to loc	ation.
Banner meets all the de	esign specifications on the back o	of this form.
		of 1 week before banner is to be displayed.
		Street Supervisor at (231)920 -7800 to schedule time.
Banner will be picked u	p within <u>1 week after</u> being disp	layed; if it is not picked up, the banner will be disposed
Form must be mailed or deliver	red to the above address or email	led to: javila@cadillac-mi.net (No Faxes accepted)
I understand and agree to these	e requirements & understand if t	hese are not met the request will be denied.
201 511	. /	1. 1 3
Print Name Mike Filk	Signature	Date 01/13/22
		rmation is needed and/ar if request is approved or denied.
	For Office Use O	
	For Office Use O	niy
StreetsCity Manager	For Office Use O Date Approved Date Approved	comments
Streets	For Office Use O Date Approved Date Approved Date Approved	Comments Com





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

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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) hike Filking Contact Address
Contact Phone(s) Contact Email _
Sponsoring Organization Cadillac Acts Council Private Mon-Profit
Purpose of Event Festival Of The Arts Approx# of Attendees 1000+
Beginning Date: 07/14/27 Ending Date: 07/16/22 Reoccurring: YES NO
1st Day 07/14/22 Set-up 4:00AM/PM Start : AM/PM End : AM/PM Clean-up : AM/PM
2nd Day 07/15/22 Set-up 8:00 AM/PM Start 11:00 AM/PM End 9:00 AM/PM Clean-up : AM/PM
3rd Day 07 16 22 Set-up 5: 60 AM/PM Start 9:00 AM/PM End 5:00 AM/PM Clean-up :AM/PM
4th Day Set-up:AM/PM
Please answer the following questions:
YES V NO Will you be requesting permission to close any streets or parking lots?
YESNO 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?
YESNO Will you be requesting permission to hold any races?
YES V 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 farms must be

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

oday's Date	
City Received Date	

Phone (231) www.cadilla	ac-mi.net	the Cadillac Comm	ons Reservation	on Form
		Please Submit 60-days Prior to		,
Event	54th Annual	Cadillac Festi	1	Arts
		Special Requests: Plea	se Circle	
			-	
	Electi	ricity/Lights Heat	Wind Screens)
Usage Rules				
	ty and offensive language is strictl nust be limited to levels that do no		ha lawarad at the City's	*
				request. nage to the Market, grounds (includin
	or surrounding areas. The use of n			
	nage or decorations must be remo			
	e of food and non-alcoholic bevera			inces-Chapter 28)
	nsumption or sale of alcoholic bev			
	floor MUST BE protected at all ti	mes please make sure tables; o	hairs and etc. are equip	ped with rubber or felt
protect				, , ,
Reservation			Mended	7 / 15-16/2022
	ily Rate (4 hours or more) \$100		10 (60 00	
	urly Rate (less than 4 hours) \$55			
	n-Profit Daily Rate (4 hours or mo			
	n-Profit Hourly Rate (less than 4			
Reoccurring	g Events: Events that are a minimu	um of once a week, for four cor	nsecutive weeks or more	e
• Dai	ily Rate of \$25:			
• No	n-Profit Daily Rate of \$15			
All Fee opti	ons require a deposit of \$25 that	will be applied to your total c	ost to hold your date(s)	, and would only be refunded if
event was c	denied for any reason.			
		Market Hours 7:00 AM throug	h 11:00 PM	
I understar	nd and agree to comply with these	rules, and acknowledge that t	he City reserves the righ	t to change or cancel any event or
program th	nat is not in compliance with them	i A.V. A.		1
		- many		
		Signature		
	Form must be mailed/e	mailed or delivered to Cadillac	City Hall, Attention Eve	ents Coordinator at
		200 N. Lake Street in Cadi		
		javila@cadillac-n	ni.net	
	Mike Filkins To	otal Fees Required: #100	Total Fees Paid:	Date //



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

Today's Date	
City Received Date	
ACCORD 1410-101-101	

Event_	Sloth Annual Cadillac Festival of the Arts
	Special Requests: Please Circle
1	Electricity Water Wind Screens Sound System Movie Screen/Projector System**
Usage	Rules **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)
Resei	vation 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
Reoc	curring Events: Events that are a minimum of once a week, for four consecutive weeks or more
•	Daily Rate of \$25:
•	Non-Profit Daily Rate of \$15
All Fe	e options require a deposit of \$25 that will be applied to your total cost to hold your date(s), and would only be refunded
	nt was denied for any reason.
	erstand and agree to comply with these rules, and acknowledge that the City reserves the right to change or cancel any event or
	am that is not in compliance with them.
	Signature



City Council _____

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

City Received Date	Possived Date	
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Comments

www.cadillac-mi.net Street & Parking Lot Closure Request Form Please fill out a separate form for each date 54th Annual Cadillac Festival Of The Reason for Request Miles Filkins Contact Person Contact Phone Contact Email Date: 07/14/2022 - 07/16/22 Street Closures Street Name Lake St Beginning Location Cass St Ending Location It arris Beginning Time 5: 00 AM/PM Ending Time 7: 00 AM/PM

Street Name Cass 5+ Beginning Location Sid week Ending Location Lake 5+ 7/15-16/22 Beginning Time 8:00 AMPM Ending Time 7:00 AMPM Beginning Location ____ Ending Location ____ Street Name Beginning Time :___AM/PM Ending Time __ :__AM/PM Street Name______ Beginning Location_____ Ending Location____ Beginning Time __:__AM/PM Ending Time __:__AM/PM **Parking Lot Closures** Street _____ Nearest Cross Street ____ Beginning Time : AM/PM Ending Time ___: AM/PM Street _____ Nearest Cross Street _____ Lot Location Beginning Time __: __AM/PM Ending Time __: __AM/PM Street ____ Nearest Cross Street ____ Lot Location Beginning Time :___AM/PM Ending Time ___:__AM/PM 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. Date 01/13/22 Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied. For Office Use Only Streets _____ Date Approved Comments Comments Parks _____ Date Approved Date Approved Comments Date Approved Comments Police _____ City Manager_____ Date Approved Comments

Date Approved



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

Today's Date					
City	Received Date				
	THE STATE OF FICHER WEST WOARD TOUMP				

Phone (231) 775-0181 www.cadillac-mi.net	
All City Parks	Request Form
Reason for Request 54th Annual Cad	lillac Festival of the Arts
Organization Cadillac Acts Cour	contact Person Mike Filkins
Contact Phone Contact Ema	il il
Date 07/14-16/2022 Times	
_	ty Parks se Check One
Downtown "Fountain" City Park	
☑ Cadillac Commons Plaza	
□ Sound Garden	
☐ The Bridge	
☐ Naval Reserve Flower Open Space	
☐ Tree Zoo Gazebo	7
Please read the following and initial to acknowledge All Parks are for public use The City does not provide any tents, tables, chairs The fountain may not be operating due to equipment	, rugs, extension cords etc nent break downs or weather conditions such as wind
Not all parks have space for tents, chairs etc.	d understand if these are not met the request will be denied
✓ If needing speakers or microphone fee may be rec	quired (\$15)
Form must be emailed, mailed or brought to: Cadillac City Hall Attn: Public Works Department-Events 200 N. Lake Street Cadillac, MI 49601	,
0.1 5.11	



200 N. Lake Street Cadillac MI 49601 Phone (231) 775-0181

City Manager___

City Council ___

Today's Date	4/	6	2022
	,		

City Received Date MUST BE DEBOALLY BITY DATE IT IMP

www.cadillac-mi.net		
	Race Request	Form
Name of Race Fee	strual of the F	Arts Color Run
Purpose of Race	rick off the	Cadillac Art Festival
Requesting Organization	Up North A	rts
Contact Person(s) Saw	VI RIVACA	
Contact Phone	Contact Email	_
		0 60 0
Date of Race 7 / 14/ 200	22 Approx. number of	participates O Max
Registration Location No.	Vel Reservengestration Time 5	:3CAMAPM
Starting Time 6 : 30 AM	Ille al atto Arte-	DAMPM
	City of Cadillac Rules	
 The City's designate 	d route must be used unless approve	ed by Police Department (Route on backside)
 If marking the route 	, washable sidewalk chalk or small si	gns placed in the City right-of-way must be used
 Spray paint is <u>not</u> all 	lowed and will be strictly enforced &	fines will be issued
 Organizations are re 	sponsible for all clean-up including r	emoval of signs and pavement markings
 The Police Department 	ent does not provide escorting service	es
		afety and security workers & escorts
	blocked off unless reviewed with Cit	
	flow all State & City laws	y stall & approved by city council
		place tants, parts johns etc
 Organizations are re 	sponsible for providing their own tal	dies, tents, porta jonns etc
The	following must be provided with	this request:
Proof of Liability Insura	nce (1 million & City of Cadillac name	ed as additional insured)
Proof of Marine Permit	from DNR if race takes place in the l	ake
Approval from Wexfor	d Road Commission & Wexford Cour	ity Police Dept. if race is outside of City Limits
Detailed Daily schedule	e/agenda of races and events	
Form must be mailed or delive	red to the above address or emailed to:	javila@cadillac-mi.net (No Faxes accepted)
	e requirements & understand if these as	
		_ / _
Print Name On and	Ribard Signature	MOUDE MKIUMODate 4/4/202
		ation is needed and/or if request is approved or denied.
*****************	For Office Use On	
Streets		
Parks		
Fire	Date Approved	
Police		
Risk Management		
City Manager	Date Approved	Comments

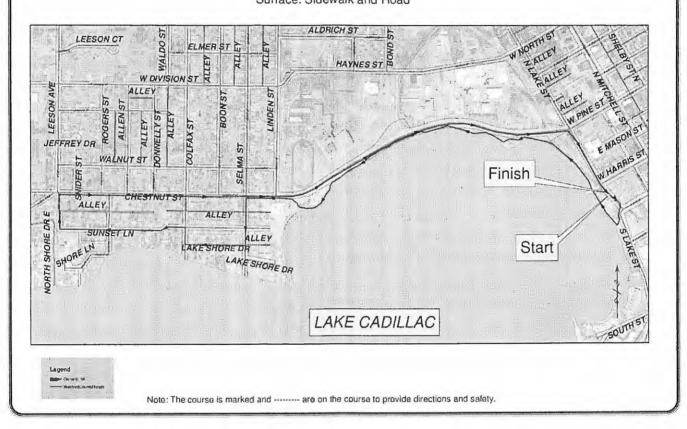
Date Approved_

Comments_

5K - RUN

Date ----- 2016

Race Start Time: ----- AM
Race Starts and Ends at City Park
Lake Street
Surface: Sidewalk and Road





Today's Date	April	74	200	7
City Received	Date		E	
	APR 2	9 20	22	

Alcoholic Beverage Request Form Event Name Requesting Organization Paul Brown Contact Person(s) ontact Email Contact Phone Date of Event Friday - July 15, 2022 Approx. number of participating groups 120 people Ending Time 9:00 pm Starting Time 6:00 pm 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. _ Date 04/29/22 Request will be reviewed & you will be notified if additional information is needed and/or if request is approved or denied.

For Office Use Only Streets_____ Comments Date Approved_ Date Approved____ Comments Parks _____ Comments_ Date Approved Fire Comments _____ Date Approved Police _____ Comments Date Approved____ City Manager Date Approved ____ Comments State of MI Comments____ Date Approved City Council _____



Today's Date 10/13/21
City Received Date
LUAT DE OESTONAL DE CUE DALLE EXAME

Request Planning Guide

meet with City Event Team to verify all details	ys before an event. Additionally a representative for the event must s for the event before going to City Council for approval. rent. Please call (231) 775-0181 x 120 if you have questions.
Applicant Name (Print) Steven Reddy	Contact Address
Contact Phone(s)	Contact Email
Sponsoring Organization	Private Non-Profit
Purpose of Event WEDDING	Approx # of Attendees /50
Beginning Date: 10 1071 22 Ending Date: 10	109/12 Reoccurring: YES
1st Day 10/07/22 Set-up 5:00 AM/RM Start	:AM/PM End:AM/PM Clean-up//:@AM/PM
2nd Day/0/49/22 Set-up 7:00AM/PM Start	::AM/PM
	:AM/PM End:AM/PM Clean-up_6:06AM/6M
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?
YESNOWill you be requesting permission to YESNO Will you be requesting permission to	
	Please Circle
Market at Cadillac Commons Rotary	
YESNOWill you be requesting permission to YESNOWill you be requesting permission to YESNOWill you be requesting permission to YESNOWill your event include use of general structure?	hold any races?
If you answered <u>YES</u> to any of the above questions, oddit completely filled out and all information provided before	rional form(s) must be completed for each one. All forms must be

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

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



Today's Date	/21
City Received Date	
Lity Received Date	

Phone (231) 775-0181 www.cadillac-mi.net	
	Market at the Cadillac Commons Reservation Form
	Please Submit 60-days Prior to Event Date
EventR	DDY WEDDING
	Special Requests: Please Circle
	Electricity/Lights Heat Wind Screens
Usage Rules:	
	e language is strictly prohibited.
	to levels that do not disturb the peace, and must be lowered at the City's request. , or appurtenances shall be used or placed in a manner that will cause damage to the Market, grounds (includi
	areas. The use of nails, tacks, staples, etc. is strictly prohibited, along with the use of stakes in the ground.
	tions must be removed immediately following any event.
	on-alcoholic beverages may require an additional license. (Code of Ordinances-Chapter 28)
	ale of alcoholic beverages requires approval of City Council. (Code of Ordinances-Chapter 26)
	protected at all times please make sure tables; chairs and etc. are equipped with rubber or felt
protection.	
Reservation Fees:	To the control of the
Daily Rate (4 hour	
	than 4 hours) \$55 per hour
	Rate (4 hours or more) \$50
	Rate (less than 4 hours) \$25 per hour
	s that are a minimum of once a week, for four consecutive weeks or more
 Daily Rate of \$25: 	
 Non-Profit Daily R 	late of \$15
All Fee options require a d	eposit 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 r	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 com	npliance with them.
	Signature
Form	must be mailed/emailed or delivered to Cadillac City Hall, Attention Events Coordinator at
	200 N. Lake Street in Cadillac, MI 49601
01	7 // javila@cadillac-mi.net
Print Name Steven	Leddy _ Total Fees Required: Total Fees Paid: Date/

OCT 1 4 2021



Today's Date ///	3/01
City Received Date	

	dillac-mi.net
	Cadillac Rotary Performing Arts Pavilion Reservation Request Form
Event	Please Submit 30-days Prior to Event Date REDDY WEDDING
	Special Requests: Please Circle
	ectricity Water Wind Screens Sound System Movie Screen/Projector System**
Usage	<u>ules</u>
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. Signature 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 Total Fees Required:		
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. Signature rm must be mailed/emailed or delivered to Cadillac City Hall 200 N. Lake Street in Cadillac, MI 49601 javila@cadillac-mi.net		Non-Profit Daily Rate of \$15
I understand and agree to comply with these rules, and acknowledge that the City reserves the right to change or cancel any event or program that is not in compliance with them. Signature rm must be mailed/emailed or delivered to Cadillac City Hall 200 N. Lake Street in Cadillac, MI 49601 javila@cadillac-mi.net		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
program that is not in compliance with them. Signature rm must be mailed/emailed or delivered to Cadillac City Hall 200 N. Lake Street in Cadillac, MI 49601 javila@cadillac-mi.net		vent was denied for any reason.
rm must be mailed/emailed or delivered to Cadillac City Hall 200 N. Lake Street in Cadillac, MI 49601 javila@cadillac-mi.net		ogram that is not in compliance with them.
Starrage Beefelt \$100		Signature
Starrage Beefelt \$100		
Print Name Steven Records Fees Required:	۲n	ust be mailed/emailed or delivered to Cadillac City Hall 200 N. Lake Street in Cadillac, MI 49601 javila@cadillac-mi.net
Print Name Steven Cotal Fees Required:Total Fees Paid:Date		DIVI A.
	1	t Name Steven Gotal Fees Required:Total Fees Paid:Date



City Council _____

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

Today's Date _	10	13	21	

	Great Lasty	v nale -	4016

www.cadillac-mi.net		
	Alcoholic Beverage Re	quest Form
Event Name REDDY	WEDDING	
Requesting Organization	1	
Contact Person(s) Steven	Reddy	
Contact Phone	Contact Em	ail_
Date of Event 16/08/22		mber of participating groups
Starting Time		ne
		•
City	of Cadillac & State of M	Nichigan Guidelines:
 Double fence 		
 Inspection of site 		
Form must be mailed or delivered t	to the above address or emaile	d to: javila@cadillac-mi.net (No Faxes accepted)
I understand and agree to these re-	quirements & understand if the	ese are not met the request will be denied.
01 . D	Alton	11 1/11
Print Name Steven Ke	ody Signature Attu	Date 10 / 13 / 21
D	U	using is provided and for if anyward is supremed an denied
Request will be reviewed & you will		ition is needed and/or if request is approved or denied.
	For Office Use Only	/
Streets	Date Approved	Comments
Parks		
Fire	Date Approved	
Police	Date Approved	
City Manager	_	Comments
State of MI	Date Approved	Comments

Date Approved_

Comments



Today's Date	06/06/2022	_
City Received Da	te	
	10.1	- 11/

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.

Applica	ant Name (Print) Heather Baxter Contact Address
	Contact Email
Sponso	oring Organization Crafters for a Cause Private Non-Profit e of Event Community Fundraiser/ Craft Show Approx # of Attendees 300 Every Saturday
1st Day	ing Date:/ Ending Date:09,17,2022 Reoccurring: XS NO Set-up 7 :AX/PM Start 10:XM/PM End 6:AM/PM Clean-up 7:AM/PX
3rd Day	Set-up _:AM/PM Start _: _AM/PM End _: _AM/PM Clean-up _: _AM/PM ySet-up _: _AM/PM Start _: _AM/PM End _: _AM/PM Clean-up _: _AM/PM ySet-up _: _AM/PM Start _: _AM/PM End _: _AM/PM Clean-up _: _AM/PM
Please a	NO X Will you be requesting permission to close any streets or parking lots? NO X 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? NO Will you be requesting permission to reserve any of the City of Cadillac facilities
YES	Please Circle
	Market at Cadillac Commons Rotary Pavilion City Park Cadillac Commons Plaza
YES YES YES YES_X	NO Will you be requesting permission to have a parade? NO Will you be requesting permission to hold any races? NO Will you be requesting permission to serve alcoholic beverages? NO Will your event include use of generators, food trucks, grills, fireworks display, or a tent/membrane structure? Eric's Wraps, LLC
10	

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



Today's Date	6/	1	0/	22
Today's Date	<u>U</u>	1	U	

City Received Date

Street & Parking Lot Closure Request Form

	d truck for craft show	(Erics Wraps)
t Person Heather	Baxter	
t Phoi	Contact Email_	
Date://	Street Closures	
Street Name	Beginning Location	Ending Location
	Beginning Time:AM/PM	A Ending Time:AM/PM
Street Name	Beginning Location	
		A Ending Time:AM/PM
Street Name	Beginning Location	
		1 Ending Time:AM/PM
Street Name	Beginning Location	
6 .24 .22		// Ending Time:AM/PM
	to 09 17 22 Parking Lot Closur	
Lot Location City Par	tached map Reginning Time (2)	Nearest Cross StreetAM/PM MAM/PM Ending Time 7pm_AM/PM
101	Street	the craft show dates in the park
Lot Location	StreetStreet	_AM/PM Ending Time;AM/PM
Lot Location	Street	
Lot cocotion_		_AM/PM Ending Time:AM/PM
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ouet he mailed or delive	red to the above address or emailed t	o: javila@cadillac-mi.net (No Faxes acc
		e are not met the request will be denied
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		0





Today's Date_	why	102	
City Received	Date		

Cadillac MI 49601 Phone (231) 775-0181		
www.caddfac-mi.ne!		
	Street & Parking Lot Clos	sure Request Form
	Please fill out a separate for	orm for each date
leason for Request Cicli's	ic Printeren Sicker	valle Sails Mitthe Street Market
Contact Person 2 111ant	4 Miller	·
ontact Phone		C 11101 010
		0
Date: 9/30/202	Street Closu	res
Street Name Hams	SE Beginning Location Milth	Ending Location FLK AUE
	Reginning Time (1):(1) A	M/PM Ending Time 5:00 AM PM
Street Name		Ending Location
	Beginning Time:Af	M/PM Ending Time;AM/PM
Street Name	Beginning Location	Ending Location
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Street Name		Ending Location
Street Maine		M/PM Ending Time:AM/PM
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Date//_	Parking Lot Cl	osures
Lot Location	Street	Nearest Cross Street
	Beginning Time	:AM/PM Ending Time:AM/PM
Lot Location	Street	Nearest Cross Street
		:AM/PM Ending Time :AM/PM
Let Lecation		Nearest Cross Street
Lot Location		:AM/PM Ending Time :AM/PM
	beginning finie	ANA/FIVE Ending TimeANA/FIVE
and the second and an eletion	and to the above address or appail	and the invite Condition of the force and the
		ed to: javila@cadillac-mi.net (No Faxes accepted)
nderstand and agree to these	e requirements & understand if the	pese are not met the request will be denied.
Between Mills	e/ Signature Bloo	uf 1/1110 Date 90/15/202
ne Name _ con to his	Signature	Date 40/15/201
Request will be reviewed & vot	will be notified if additional inform	ation is needed and/or if request is approved or denied.

eets		
ks		
ice		
Manager		
Council	Date Approved	Comments



	. /	1
Today's Date	1/41	3012

City Received Date

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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.

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

Applicant Name (Print	Kelly Stor	Mer Contact Addr	res			
Contact Phone(s)		Contact Em	ail			
Sponsoring Organization	on The Aller 8	16 Dept Cake	☐ Private Mon-Pr	rofit		
Purpose of Event 8 4	Sannual De	pot husi 4pg	rox # of Attendees_	<u>3</u>		
	30 362-2Ending Dat Set-up 2-100M/PM			curring: YES NO		
	_ Set-up:AM/PM	Start_:_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						
YESNOWill you be requesting permission to have a parade? YESNOWill you be requesting permission to hold any races? YESNOWill you be requesting permission to serve alcoholic beverages? YESNOWill 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



Contact Person

City Received	Date	

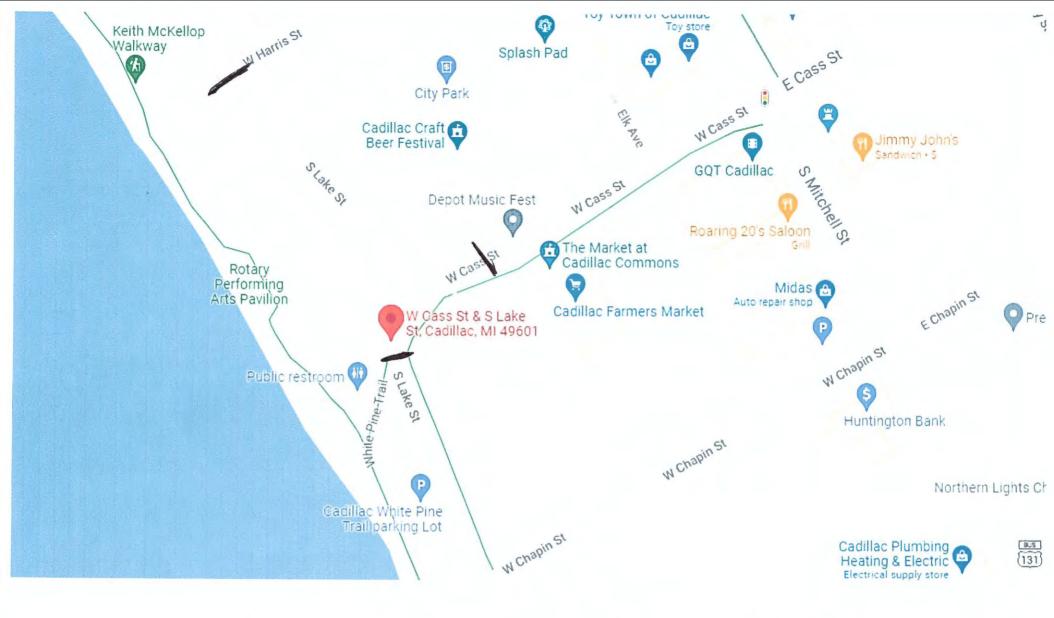
Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Date: 1/30 2002	Street Closures
Street Name Lake St	Beginning Location Ending Location
	Beginning Time AMPM Ending Time : CAMPM
Street Name Lass St	Beginning Location Ending Location
	Beginning Time
Street Name	Beginning Location Ending Location
Jucet Maine	Beginning Time : AM/PM Ending Time : AM/PM
Street Name	_ Beginning Location Ending Location
	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	Street Nearest Cross Street
201 20041011	Beginning Time : AM/PM Ending Time:AM/PM

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 Kelly S Hondon Resignature Holy Standard Date 1/4/2003



Close off & Lorner of Lake/Harris Close off & City Restroom Lot Close off & Afke 26 Lot



Mulain
1419077
Date
1

Cadillac Rotary Performing Arts Pavilion Reservation Request Form

Event 8th	Innu	Please Subm	it 30-days Prior to Event	c fest	ival
		Spe	cial Requests: Please Cir	rcle	
Electricity Usage Rules	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.
- 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.
- 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	1
if event was denied for any reason.	
I understand and agree to comply with these rules and adknowledge that the City reserves the right to change or cancel any even program that is not in compliance with them.	: 01

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

Print Namkelly	S-Hondary Total Fees Required:	450 Total Fees Paid:	Date//
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oday's Date	11419097
ity Received	Date

All City Parks Request For	Request Forn	Red	Parks	City	All
----------------------------	--------------	-----	--------------	------	-----

Reason for Request_	8th Annual Depot Music Jestivel
Organization The	After 210 Depot Case contact Person Kein Hondon
Contact Phor	_ Contact Email
Date 7/30	12022 Times 1204-1104

City Parks
Please Check One

X	Downtown "Fountain" City Park
	Cadillac Commons Plaza
1	Sound Garden
	The Bridge
	Naval Reserve Flower Open Space
П	Tree Zoo Gazebo

City of Cadillac Guidelines:

Please read the following and initial to acknowledge your understanding

All Parks are for public use

The City does not provide any tents, tables, chairs, rugs, extension cords etc

The fountain may not be operating due to equipment break downs or weather conditions such as wind

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

Not all parks have space for tents, chairs etc.

If needing speakers or microphone fee may be required (\$15)

Form must be emailed, mailed or brought to:

Cadillac City Hall Attn: Public Works Department-Events 200 N. Lake Street Cadillac, MI 49601

Print Name Kelly Stordar Signature Kelly Stordar Date 1 /4 / 2023



Today's Date	1/41	7028
City Received D	ate	

INCSC 30 CONCURS COSTIDATE STAWN

Alcoholic	Beverage Request Form
Event Name 8th Amual	Depot Music Jestival
Requesting Organization The Aft	a Dept Casé
Contact Person(s) Kollu Ho	dorp
Contact Phone	Contact Email
Date of Event 13013022	Approx. number of partitipating groups
Starting Time 12pm	Ending Time 1

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: <u>javila@cadillac-mi.net</u> (No Faxes accepted) I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name Kelly Stondon Plate 1,4,0032



Today's Date	14	2022	
City Received Date	e		
	_		

The Market at the Cadillac Commons Reservation Form

Event	After 26 ML	0-days Prior to	Event Date	
	Special Re	quests: Pleas	se Circle	
	Electricity/Lights	Heat	Wind Screens	

Usage Rules:

- 1. Profanity and offensive language is strictly prohibited.
- 2. Noise must be limited to levels that do not disturb the peace, and must be lowered at the City's request.
- 3. No decorations, props, or appurtenances shall be used or placed in a manner that will cause damage to the Market, grounds (including trees), or surrounding areas. The use of nails, tacks, staples, etc. is strictly prohibited, along with the use of stakes in the ground.
- 4. Any signage or decorations must be removed immediately following any event.
- 5. The sale of food and non-alcoholic beverages may require an additional license. (Code of Ordinances-Chapter 28)
- 6. The consumption or sale of alcoholic beverages requires approval of City Council. (Code of Ordinances-Chapter 26)
- 7. Quilted floor <u>MUST BE</u> protected at all times please make sure tables; chairs and etc. are equipped with rubber or felt protection.

Reservation Fees:

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

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

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

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

Market Hours 7:00 AM through 11:00 PM

I understand and agree to comply	vith these rules, and acknowledge that the Cit	y reserves the right to change or cancel any event or
program that is not in compliance	vith them.	
	Signature	
Form must be	mailed/emailed or delivered to Cadillac City F	Hall. Attention Events Coordinator at

Form must be mailed/emailed or delivered to Cadillac City Hall, Attention Events Coordinator at 200 N. Lake 5treet in Cadillac, MI 49601

javila@cadillac-mi.net

Print Name	Total Fees Required:	Total Fees Paid:	Date / /



Today's Date			

City Received Date

Decree for Decree	Cadillac			- 5: /	-
Reason for Request		Cratt	Beer	Festival	F. 11.
Organization	Same	V-21-1	_ Contact Per	son Mik	Filkins
Contact Phone	Contact	Email			
Date Sophember 24	(, 2022 Times / A	m - 10 pm	1		
,		City Parks Please Check One			
Downtown "Fo	untain" City Park				
☑ Cadillac Comme					
☐ Sound Garden					
☐ The Bridge					
	Flower Open Space				
☐ Tree Zoo Gazek	00				
Diagra road the following		Cadillac Guid			
Please read the following	- -	ledge your un	derstanding		
All Parks are for pu					
,	rovide any tents, tables, ch ot be operating due to equ				such as wind
	gree to these requirement				
Not all parks have s	space for tents, chairs etc.				
If needing speakers	or microphone fee may b	e required (\$15)			
Form must be emailed, ma					
Cadillac City F Attn: Public W	iali Vorks Department-Events				
200 N. Lake St					
Cadillac, MI 4	9601				
		1	h		
Print Name Mile	Filling Signatur	/hl	12	Da	te 5 / (8/ 2022



RECEIVE

S	treet & Parking Lot Closur Please fill out a separate form	•
Reason for Request	Cadillac Creft	
	Mike Filkins	
Contact Phone	Contact Email	
Date: / /	Street Closure	s
Street Name	Beginning Location	Ending Location
1		PM Ending Time:AM/PM
Charles Nie and		
Street Name	Beginning Location	
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Street Name	Beginning Location	Ending Location
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Street Name	Reginning Location	Ending Location
ottoot (ratio		PM Ending Time:AM/PM
Date D (all) as		
Date 9/24/22		Nearest Cross Street Lake 54
Lot Location Table Drive th	Beginning Time 9: Street Rop uco rough Beginning Time:	Nearest Cross Street Caty Park AM/PM Ending Time:AM/PM Nearest Cross Street:AM/PM
	Beginning Time:	AM/PM Ending Time:AM/PM
Print Name F	e requirements & understand if the	d to: javila@cadillac-mi.net (No Faxes accepted) ese are not met the request will be denied. Date 5 /18/22
Request will be reviewed & yo		ition is needed and/or if request is approved or denied.
***************************************	You difference each	
Streets	Date Approved	Comments
Parks	Date Approved	
Fire	Date Approved	
Police		
City Manager		
City Council	Date Approved	Comments



City Council_

Today's Date				
City Received Date	RECEIVE:			

MAY 18 2022

Filone (231) 773-0181			
www.cadillac-mi.net		BY:	no-in-
	Alcoholic Beverage F	Request Form	
Event Name	Cadillac Craft	Beer Festival	
Requesting Organization			
	- 11 ·		
Contact Person(s)	da tilkins		
Contact Phone	Contact F	Email + ilks 57 Eugmail com	
Date of Event Septem	16er Approx.	number of participating groups 800	
•			
Starting time	≥ P m Ending	Time	_
	City of Cadillac & State of	f Michigan Guidelines:	
	 		
 Double fence 			
Inspection of site			
Form must be mailed or delive	ered to the above address or ema	ailed to: javila@cadillac-mi.net (No Faxes accepte	(d)
		these are not met the request will be denied.	-,
-	•		
Distance Mile 15	/ Kins Signature /	Ch le U (Date 5/18/	2033
Print Name 1110kg (*	7 181775 Signature		4065
Barrent will be reviewed 8		rmation is needed and/or if request is approved or de	mind
Request Will be reviewed & Vi		mation is needed anayor if request is approved of de	meu.
	iffic		• • • • • • • • • • • • • • • • • • • •
Streets	Date Approved	Comments	
Parks			
Fire		·	
Police			
City Manager			
State of MI			

Date Approved_____

Comments_

Council Communication

Re: Lake Cadillac Resort Fireworks Display Request

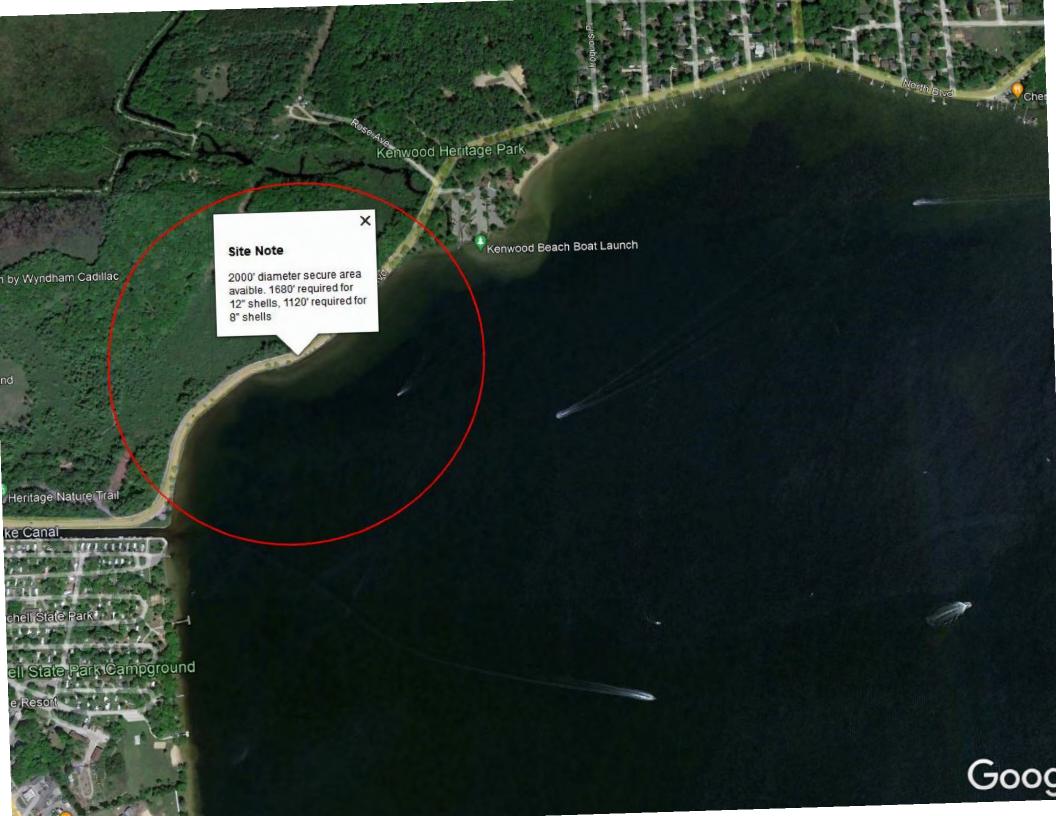
Lake Cadillac Resort has expressed interest in hosting a celebration that includes public fireworks display on August 27, 2022.

Lake Cadillac Resort has been working directly with City staff to help determine the best location with the least impact on the public while still being readily visible to the larger community. Accordingly, an area of North Boulevard was identified as being the ideal location for launching of the display due to the following:

- The site provides more than enough distance as required by the Fire Code for launching of fireworks up to 12" in diameter.
- Kenwood Park, Mitchell State Park, and homes to the east of Kenwood Park would all be well outside of the required secure area.
- The public boat launch at Kenwood Park and the Clam Lake Canal would remain accessible.
- A hard road closure on North Boulevard just northeast of the public parking area along the canal, to just west of Kenwood Park near Rose Avenue. This closure would block the road from all travelers; however, it does not restrict access to any homes or trails in the area. Note, the adjacent off-road path would remain open until fireworks are being prepared for the evening show, and the public parking area along the canal would remain accessible throughout the event.
- A soft road closure at North Boulevard and Seneca Place. This closure will still allow local traffic and visitors to access the neighborhood and our public park spaces.
- Westbound traffic on North Boulevard would be routed north on Seneca Place then
 west on Division Street. Eastbound traffic would be routed from M-115 west on
 Division Street, then south on Seneca Place.

Recommended Action

- 1. Approve Lake Cadillac Resort's request for a fireworks display to be held on August 27, 2022.
- 2. Approve the closure of North Boulevard from just northeast of the public parking area along the canal, to just west of Kenwood Park near Rose Avenue between the hours of approximately 6 p.m. to 10 p.m. on August 27, 2022.



COUNCIL COMMUNICATION

Re: Reappointment of Judy Coffey to a Five-Year Term on the Cadillac Housing Commission.

Judy Coffey has expressed her interest in being reappointed to serve as a member on the Cadillac Housing Commission for a five-year term. She was first appointed in 2007.

Recommended Council Action:

Motion to appoint Judy Coffey to a five-year term on the Cadillac Housing Commission, which will end on 7/19/2027.

COUNCIL COMMUNICATION

Re: Reappointment of Michael Hayes to a Two-Year Term on the Cadillac-Wexford Transit Authority.

Michael Hayes has expressed his interest in being reappointed to serve on the Cadillac-Wexford Transit Authority for a two-year term. He has been a member of the board since 2018.

Recommended Council Action:

Motion to reappoint Michael Hayes to the Cadillac-Wexford Transit Authority for a two-year term, which will expire on 6/20/2024.

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-___

RESOLUTION AMENDING GENERAL APPROPRIATIONS ACT FOR FISCAL YEAR 2022

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 20th day of June, 2022, at 6:00 p.m.

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

WHEREAS, the City adopted Ordinance No. 2021-09, Ordinance Adopting General Appropriations Act for Fiscal Year 2022 ("General Appropriations Ordinance") on May 17, 2021, which approved a general appropriations act for the 2022 fiscal year; and

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

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

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

City of Cadillac Resolution No Page 2 of 2
NOW, THEREFORE, the City Council of the City of Cadillac, Wexford County
Michigan, resolves as follows:
1. The general appropriations act for the 2022 fiscal year is hereby amended in
the manner set forth in the attached Exhibit A, which is incorporated by reference.
2. Any and all resolutions that are in conflict with this Resolution are hereby
repealed to the extent necessary to give this Resolution full force and effect.
YEAS:
NAYS:
STATE OF MICHIGAN)
COUNTY OF WEXFORD)
I, Sandra Wasson, City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No, duly adopted at a regular meeting of the City Council held on the 20th day of June, 2022.

Sandra Wasson Cadillac City Clerk City of Cadillac EXHIBIT A

Financial Services Department FY2022 Budget Amendment #2 June 20, 2022

Capital Outlay

Current	Amended	Increase
Budget	Budget	(Decrease)
		(11 11 11 1)

66,000

66,000

0

General Fund			
Department: Revenue Amended Line Items Detail	\$7,950,100	\$8,016,100	\$66,000
Refunds and Rebates	10,000	76,000	66,000
Purpose: To recognize revenue from insurance proceeds.			
Department: Fire Department Amended Line Items Detail	\$1,534,700	\$1,600,700	\$66,000

Purpose: Appropriate funds to cover repair to Spencer pumper after unit was struck on side of highway while responding to emergency. Cost will be reimbursed by insurance carrier.

GO Bonds Debt Service Fund			
Department: Revenue	\$160,000	\$162,500	\$2
Amended Line Items Detail			
	1.00.000	162 500	2
Transfer In Purpose: To recognize additional revenue to co	160,000 over additional interest expense.	162,500	2
Purpose: To recognize additional revenue to co	ver additional interest expense.	. ,	
Purpose: To recognize additional revenue to co	,	- ,	2, \$2 ,
Purpose: To recognize additional revenue to co	ver additional interest expense.	. ,	

Purpose: Appropriate additional funds for Interest Expense.

Naval Reserve Center Fund			
Expenditures	\$24,000	\$26,000	\$2,000
Amended Line Items Detail	Ψ24,000	Ψ20,000	Ψ2,000
Building Maintenance	17,000	19,000	2,000

Purpose: Appropriate additional funds for building repairs.

City of Cadillac EXHIBIT A

Financial Services Department FY2022 Budget Amendment #2 June 20, 2022

Current	Amended	Increase
Budget	Budget	(Decrease)

The Market Capital Projects Fund

Revenue	\$0	\$5,000	\$5,000
Amended Line Items Detail			
Contribution from Private Sources	0	5,000	5,000

Purpose: Recognize revenue from contribution received from Cadillac Area Visitor's Bureau from last payment of \$20,000 commitment

Expenditures	\$0	\$5,000	\$5,000
Amended Line Items Detail			
Construction	0	5,000	5,000

Purpose: Appropriate additional funds for residual costs. Current expenditures to pay for screen repairs.

Downtown Infrastructure Project Fund

Construction	\$0	\$13,500	\$13,500
Amended Line Items Detail			
Construction	0	13,500	13,500

Purpose: Appropriate funds for final Phase I project costs. Project was completed and funds were appropriated in prior budget. Final costs to close out project were incurred in current year.

City of Cadillac EXHIBIT A

Financial Services Department FY2022 Budget Amendment #2 June 20, 2022

Current	Amended	Increase
Budget	Budget	(Decrease)

Mitchell-Bently Cleanup Project Fund

Revenue	\$0	\$76,000	\$76,000
Amended Line Items Detail			
State of Michigan	0	76,000	76,000

Purpose: Recognize additional funds expected from State of Michigan from Grant/Loan received to cover costs of site cleanup work.

Construction	\$0	\$76,000	\$76,000
Amended Line Items Detail			
Contractual Services	0	40,000	40,000
Construction	0	36,000	36,000

Purpose: Appropriate funds for costs of project. Funds were appropriated in prior fiscal year but the project has carried over into multiple years.



Planning Commission February 28, 2022, Meeting Minutes

Call to Order

Chairman Putvin called the meeting to order at 6:00 PM.

Roll Call

Planning Commission: Filkins, Putvin, Fent, Baumann, Rice, Bunce, Bosscher (late) Staff: Wallace, Cov, Pluger

Approval of Agenda for February 28, 2022

- A. Motion to approve the agenda by Filkins. Supported by Fent.
 - a. Motion approved unanimously.

Approval of November 29, Meeting Minutes

- A. Motion to approve the minutes Bunce. Supported by Fent.
 - a. Motion approved unanimously.

Public Hearings

- A. Special Land Use: 725 Wright Street Salvation Army
 - a. Coy gave a presentation on the Special Land Use application for the Salvation Army. A description of current and projected uses was explained. This meets the zoning requirements and Coy explained some of the ordinance conditions for the site. Coy outlined the conditions set forth by the Site Plan Review Committee and the Zoning Department, outlined in the power point.
 - b. Putvin opened for questions:
 - i. Putvin asked where the archery range is currently. Major Duskin explained it only happens in the summer in the lot where this would go.
 - ii. Putvin questioned about the site plan itself. Coy explained the Site Plan Review Committee will review the exact details. John Jones of Salvation Army stated that perk tests were performed.
 - iii. Bosscher asked if this would connect to city sewer and water. It was explained there will be no bathrooms in the new building, but yes it connects to the city.
 - iv. Rice: what is the overall height of the building? Duskin stated ceiling is at least 10 ft, but the peek was not exactly known.
 - c. Putvin opened Public Hearing for comments. No responses made, and Public Hearing was closed.
 - d. Board discussed that there were no objections.
 - e. Motion by Bauman to approve the Special Land Use with the conditions outlined by city staff. Supported by Fent.
 - i. Approved unanimously.

- B. Rezoning: 1121 Burlingame Street
 - a. Coy gave a presentation on the Rezoning Application. A power point presentation explained the location and the details of the request. Coy showed the location via a GIS Map and explained the lot is being combined with the rest of the property owned by this owner. Bosscher asked how long this parcel has been used for the current use. Coy explained since 2017. Discussion followed about the parcel being used for so long.
 - b. Putvin opened the Public Hearing. There were no comments, and the Public Hearing was closed.
 - c. Motion was made by Baumann to accept the Rezoning with the recommendations set by city staff, supported by Filkins.
 - i. Approved unanimously.

New Business – None

Old Business - None

Board Members Comments - None

Communications – None

Public Comments – None

Other Business - None

<u>Adjourn</u>

- Adjourned at 6:38PM