



City Council Meeting

May 1, 2023

6:00 p.m.

Cadillac Municipal Complex

Council Chambers

200 N. Lake St.

Cadillac, MI 49601



May 1, 2023 City Council Meeting Agenda
6 p.m. at City Hall - 200 N. Lake St. – Cadillac, MI 49601

We communicate openly, honestly, respectfully, and directly.

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

I. APPROVAL OF AGENDA

II. PUBLIC COMMENTS

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

III. CONSENT AGENDA

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

- A. Minutes from the regular meeting held on April 17, 2023
Support Document III-A

IV. COMMUNICATIONS

- A. Upbeat 2023
Support Document IV-A
- B. Clam Lake Band
Support Document IV-B

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- C. Cadillac Farmers Market
Support Document IV-C

V. CITY MANAGER’S REPORT

- A. Recommendation Regarding Amendment of Award Amount for Screw Pump Replacement
Support Document V-A
- B. Municipal Analytics Water/Sewer Rate Study Presentation

VI. ADOPTION OF ORDINANCES AND RESOLUTIONS

- A. Adopt resolution 2023-3495 to introduce Ordinance 2023-03 to Amend Section 42-201 and 42-202(3) of Chapter 42 of the City Code to Adjust Water Rates in the City of Cadillac and set a public hearing for May 15, 2023.
Support Document VI-A
- B. Adopt resolution 2023-3496 to introduce Ordinance 2023-04 to Amend Section 42-374 Chapter 42 of the City Code to Adjust Sewer Rates in the City of Cadillac and set a public hearing for May 15, 2023.
Support Document VI-B
- C. Adopt resolution 2023-3497 to introduce Ordinance 2023-05 Establishing General Appropriations Act for Fiscal Year 2024 and set a public hearing for May 15, 2023.
Support Document VI-C

VII. MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

- A. Cadillac Area Arts Council
Support Document VII-A
- B. Downtown Development Authority
Support Document VII-B

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VIII. PUBLIC COMMENTS

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IX. GOOD OF THE ORDER

X. CLOSED SESSION

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

XI. ADJOURNMENT

Core Values (R.I.T.E.)

Respect

Integrity

Trust

Excellence

Guiding Behaviors

We support each other in serving our community

We communicate openly, honestly, respectfully, and directly

We are fully present

We are all accountable

We trust and assume goodness in intentions

We are continuous learners

CITY COUNCIL MEETING MINUTES

April 17, 2023

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:

Staff Present: Peccia, Roberts, Ottjepka, Lanning, Homier

APPROVAL OF AGENDA

2023-056 Approve agenda as presented.

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

Motion unanimously approved.

PUBLIC COMMENTS

Brian Gadowski expressed his opinion to the council regarding the short-term rental situation.

Mark Lagerwey addressed the housing shortage and commended council involvement.

Terry Marquardt expressed his opinion to the council regarding the short-term rental situation.

Andy VanAlst expressed his opinion to the council regarding the short-term rental situation.

John Dykstra, Pres. of Freedom Festival thanked the council for their support.

CONSENT AGENDA

2023-057 Approve consent agenda as presented.

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

Motion unanimously approved.

PUBLIC HEARINGS

- A. Public hearing to consider approval of the Fiscal Year 2024-2029 Capital Improvement Program.

Owen Roberts, Director of Finance, presented highlights of the 6-Year Capital Improvement Program, 2024-2029 (see attachment).

Mayor Filkins opened the public hearing.

There were no public comments.

Mayor Filkins closed the public hearing.

2023-058 Approve FY 2024-2029 Capital Improvement Program.

Motion was made by Schippers and supported by Elenbaas to approve the Fiscal Year 2023/2024 Capital Improvement Program as presented.

Motion unanimously approved.

B. Public hearing to discuss the 2023/2024 Annual Operating Budget.

Owen Roberts, Director of Finance, presented highlights of the 2023/2024 Annual Operating Budget (see attachment).

Mayor Filkins opened the public hearing.

There were no public comments.

Mayor Filkins closed the public hearing.

C. Public hearing to discuss Application for Community Development Block Grant funding for The Market at Cadillac Commons.

Marcus Peccia, City Manager, stated that the Michigan Strategic Fund invited local units of government to apply for a Public Gathering Spaces Competitive Funding grant. This grant would enhance The Market at Cadillac Commons for all season use. Enclosing the structure with glass doors, installing bathrooms, and providing green technology.

Mayor Filkins opened the public hearing.

Rose Fowler remarked to the council that an ice-skating rink would be a great idea at The Market.

Mayor Filkins closed the public hearing.

2023-059 Adopt Resolution Authorizing the Submittal of a Grant Application to the CDBG for The Market at Cadillac Commons.

Motion was made by Schippers and supported by Elenbaas to adopt the Resolution Authorizing the Submittal of a Grant Application to the CDBG for The Market at Cadillac Commons.

Motion unanimously approved.

COMMUNICATIONS

A. Friends of the Cadillac Wexford Public Library.

2023-060 Approve banner for Friends of the Cadillac Wexford Public Library.

Motion was made by Schippers and supported by Elenbaas to approve the display of a banner from April 24 – May 1, 2023 for the Cadillac Wexford Public Library.

Motion unanimously approved.

B. Cadillac Area Visitors Bureau/Cadillac Area Chamber of Commerce.

2023-061 Approve banner for Cadillac Area Visitors Bureau/Cadillac Chamber of Commerce.

Motion was made by Elenbaas and supported by Schippers to approve the display of a banner from May 8-15, 2023 for Shop/Dine/Explore Mitchell St.

Motion unanimously approved.

C. Cadillac Area Symphony Orchestra.

2023-062 Approve banner for Cadillac Area Symphony Orchestra.

Motion was made by Elenbaas and supported by Schippers to approve the display of a banner from May 1-8, 2023 for the Cadillac Area Symphony Orchestra Concert.

Motion unanimously approved.

D. Cadillac Mayor's Youth Council.

2023-063 Approve banner for Cadillac Mayor's Youth Council.

Motion was made by Elenbaas and supported by King to approve the display of a banner from April 18-24, 2023 for Earth Day.

Motion unanimously approved.

2023-064 Approve street closure for Cadillac Mayor's Youth Council.

Motion was made by Elenbaas and supported by King to approve closure of Cass St. between Lake St. and Entrance to Commons Parking Lot on April 23, 2023 from 12:00 PM – 5:00 PM. for Earth Day Event.

Motion unanimously approved.

E. Rotary Stride for S.T.R.I.V.E. Memorial 5K.

2023-065 Approve street closure for Rotary Stride for S.T.R.I.V.E. Memorial 5K.

Motion was made by Elenbaas and supported by King to approve the closure of Sunset Lane Between Leeson St. and Selma St. from 8:00 AM to 11:00 AM on May 29, 2023 for the Cadillac Rotary Stride for S.T.R.I.V.E. Memorial 5K.

Motion unanimously approved.

F. Freedom Festival.

2023-066 Approve street closures for Freedom Festival.

Motion was made by Schippers and supported by Elenbaas to approve the following street closures for the Freedom Festival.

- Mitchell St. Between Cass St and Pine St. On July 8, from 8:00 AM To 5:00 PM.
- Lake St. Between Harris St. And Cass St. From 11:00 AM To 10:00 PM on July 7 and from 8:00 AM To 11:30 PM On July 8.
- Mason St. Between Mitchell St. And The Fire Station on July 8 from 9:00 AM To 4:00 PM.

Motion unanimously approved.

2023-067 Approve Kids Pet Parade.

Motion was made by Schippers and supported by Elenbaas to approve Kids Pet Parade on July 6, 2023 from 6:00 PM to 7:30 PM.

Motion unanimously approved.

2023-068 Approve Fourth of July Freedom Festival Parade.

Motion was made by Elenbaas and supported by King to approve the Fourth of July Freedom Festival Parade on July 4, 2023 from 11:30 AM to 2:30 PM.

Motion unanimously approved.

CITY MANAGER'S REPORT

A. Update from Executive Director of Housing North.

Yarrow Brown, Executive Director of Housing North gave a brief presentation to the council about Housing North; outlining benefits available to communities. (See attachment)

B. Bids and Recommendation Regarding Utility Improvement Projects.

2023-069 Award Contract for Utilities Improvements

Motion was made by Schippers and supported by Elenbaas to award the contract for Utilities Improvements to Salisbury Excavating, Inc. in accordance with their bid, plus a 10% contingency for City Engineer-approved field changes in unit quantity or scope bringing the total award to \$136,490.09

Motion unanimously approved.

C. Recommendation Regarding Purchase of K-9 Officer.

2023-070 Waive Competitive Bidding and Approve Purchase of K-9 Officer.

Motion was made by Elenbaas and supported by King to waive competitive bidding and authorize the purchase of a new K-9 Officer in the amount of \$11,000.

Motion unanimously approved.

ADOPTION OF ORDINANCES AND RESOLUTIONS

A. Adopt Resolution Amending General Appropriations Act for Fiscal Year 2023.

Owen Roberts, Director of Finance presented the proposed budget amendment. Correction noted on page 4; Transfer out-Local Street Fund Increase is \$710,000. not \$590,000 as presented.

*The information is included in the April 17, 2023 City Council Packet which is Available on the City's website.

2023-071 Adopt Resolution Amending General Appropriations Act for Fiscal Year 2023.

Motion was made by Schippers and supported by Elenbaas to adopt the Resolution Amending General Appropriations Act for Fiscal Year 2023 as presented.

Motion unanimously approved.

PUBLIC COMMENTS

Pastor Troy Baxter addressed the council regarding Master Zoning Plan.

GOOD OF THE ORDER

King noted that all council members are aware of zoning issues and realizes this issue is critical. Zoning will be addressed and enforced.

Peccia confirmed that R1 District is not being considered a potential future spot for short-term rentals. Peccia asked the public to report any short-term rentals to the Community Development Department.

Engels inquired regarding the status of the City Master Plan. Peccia stated that he would like to start a community forum to gather input.

Schippers invited the community to attend Earth Day on April 23.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor

Keri Lanning, Deputy City Clerk

DRAFT



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

Today's Date _____

City Received Date _____

MUST BE OFFICIALLY CITY DATE STAMP

Request Planning Guide

This form must be completed and return to the City 60 days before an event. Additionally a representative for the event must meet with City Event Team to verify all details for the event before going to City Council for approval. Failure to comply will result in a denial of your event. Please call (231) 775-0181 x 120 if you have questions.

Applicant Name (Print) Tom Scully Contact Address _____
Contact Phone _____ Contact Email _____
Sponsoring Organization UpBeat Cadillac ☐ Private ☒ Non-Profit
Purpose of Event Free Concert Series Approx # of Attendees _____

Beginning Date: 6/22/23 Ending Date: 8/24/23 Reoccurring: ☒ YES ☐ NO
1st Day _____ Set-up _____:____ AM/PM Start _____:____ AM/PM End _____:____ AM/PM Clean-up _____:____ AM/PM
2nd Day _____ Set-up _____:____ AM/PM Start _____:____ AM/PM End _____:____ AM/PM Clean-up _____:____ AM/PM
3rd Day _____ Set-up _____:____ AM/PM Start _____:____ AM/PM End _____:____ AM/PM Clean-up _____:____ AM/PM
4th Day _____ Set-up _____:____ AM/PM Start _____:____ AM/PM End _____:____ AM/PM Clean-up _____:____ AM/PM

Please answer the following questions:

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

Market at Cadillac Commons ☐ Please Circle Rotary Pavilion ☒ City Park ☐ Cadillac Commons Plaza

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

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

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

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

Today's Date 2-13-23

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request 29th Annual UPBEAT CADILLAC
Contact Person Tim Scully
Contact Phone [REDACTED] Contact Email [REDACTED]

Every Thurs 8-24-23
6-12-23

Date: <u>6-12-23</u>		Street Closures	
Street Name <u>LAKE ST</u>	Beginning Location _____	Ending Location _____	
	Beginning Time <u>6</u> AM/PM	Ending Time <u>900</u> AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time ____:____ AM/PM	Ending Time ____:____ AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time ____:____ AM/PM	Ending Time ____:____ AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time ____:____ AM/PM	Ending 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 _____	
	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 Tim Scully Signature [Signature] Date 2/13/23

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



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

Today's Date 2-13-23

City Received Date

Cadillac Rotary Performing Arts Pavilion Reservation Request Form

Please Submit 30-days Prior to Event Date

Event UpBEAT Cadillac

Special Requests: Please Circle

☒ Electricity

☐ Water

☒ Wind Screens

☐ Sound System

☐ Movie Screen/Projector System**

**Weather Dependent

Usage Rules

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

Reservation Fees:

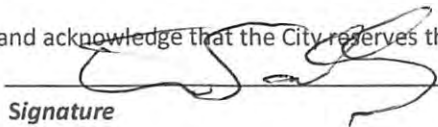
- Daily Rate (4 hours or more) \$100
- Hourly Rate (less than 4 hours) \$55 per hour
- Non-Profit Daily Rate (4 hours or more) \$50
- **Non-Profit Hourly Rate (less than 4 hours) \$25 per hour**

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

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

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

I understand and agree to comply with these rules, and acknowledge that the City reserves the right to change or cancel any event or program that is not in compliance with them.

Signature 

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

Print Name

Tim Scully

Total Fees Required:

\$150

Total Fees Paid:

\$150

Date

2/13/2023



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

Today's Date 3/14/2023

City Received Date

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) Zach VanderGraaff Contact Address [REDACTED]
Contact Phone(s) [REDACTED] Contact Email [REDACTED]
Sponsoring Organization Clam Lake Band ☐ Private ☒ Non-Profit
Purpose of Event Clam Lake Band Concerts Approx # of Attendees 40 band members

Monday, one in June, 3 in July, 2 in August
Beginning Date: 6/26/2023 Ending Date: 8/7/2023 Reoccurring: ☒ YES ☐ NO
1st Day 6/26 Set-up 6:30 AM/PM Start 7:00 AM/PM End 8:00 AM/PM Clean-up 8:30 AM/PM
2nd Day 7/3, 10, 17, 24, 31 Set-up 6:30 AM/PM Start 7:00 AM/PM End 8:00 AM/PM Clean-up 8:30 AM/PM
3rd Day 8/7 Set-up 6:30 AM/PM Start 7:00 AM/PM End 8:00 AM/PM Clean-up 8:30 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? S. Lake St
YES ☐ NO ☒ Will you be requesting permission to display any off site signage?
YES ☐ NO ☒ Will you be requesting permission to display a banner over Mitchell Street?
YES ☒ NO ☐ Will you be requesting permission to reserve any of the City of Cadillac facilities

Please Circle

Market at Cadillac Commons

☒ Rotary Pavilion

City Park

Cadillac Commons Plaza

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

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

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



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

Today's Date ~~4/14/2022~~ 3/14/2023

City Received Date

Cadillac Rotary Performing Arts Pavilion Reservation Request Form

Please Submit 30-days Prior to Event Date

Event Clam Lake Band Concerts

Special Requests: Please Circle

Electricity

Water

Wind Screens

Sound System

Movie Screen/Projector System**

**Weather Dependent

Usage Rules

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

Reservation Fees:

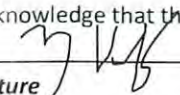
- **Daily Rate (4 hours or more) \$100**
- **Hourly Rate (less than 4 hours) \$55 per hour**
- **Non-Profit Daily Rate (4 hours or more) \$50**
- **Non-Profit Hourly Rate (less than 4 hours) \$25 per hour**

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

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

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

I understand and agree to comply with these rules, and acknowledge that the City reserves the right to change or cancel any event or program that is not in compliance with them.

Signature 

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

Print Name Zachery VanderGraaff Total Fees Required: _____ Total Fees Paid: _____ Date 3 / 14 / 2023



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

Today's Date ~~4/14/2022~~ 3/14/2023

City Received Date

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request Clam Lake Band Concerts

Contact Person Zachery VanderGraaff

Contact Phone [REDACTED] Contact Email [REDACTED]

Date: __ / __ / Mondays Jul-Aug		Street Closures	
Street Name <u>S Lake St</u>	Beginning Location <u>Harris St</u>	Ending Location <u>Cass St</u>	
	Beginning Time <u>6:30</u> AM/PM ☒	Ending Time <u>8:30</u> AM/PM ☒	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time __: __ AM/PM	Ending Time __: __ AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time __: __ AM/PM	Ending Time __: __ AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time __: __ AM/PM	Ending 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 _____	
	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 Zachery VanderGraaff

Signature

3/14/2023

Date ~~xxxx/xx/xxxx~~

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



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

Today's Date 12/29/22

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

Banner Request Form

Monday Banner Start Date 6/12/23

Monday Banner End Date 6/19/23

(Banners are installed and removed on Mondays unless it is a Holiday, then it will be the following day)

(Banners may only be requested for one week at a time per form)

Reason for Banner Cadillac Farmers Market

Organization Cadillac Farmers Market

Contact Person Mary Galvanek

Contact Phone [REDACTED] Contact Email [REDACTED]

City of Cadillac & State of Michigan Guidelines:

- ☒ Banner requested date is a minimum of 2 months prior to display date requested.
- ☒ Banner picture or a design proof is attached with this request form or it will not be approved.
- ☒ The City reserves the right to determine when the banner is hung during inclement weather.
- ☒ The City is not responsible for any damages to the banner.
- ☒ Banner requested is for a reasonable and public purpose.
- ☒ Banner does not display any legend or symbol which may be construed to advertise, promote the sale of, or publicize any merchandise or commodity, or be political in nature.
- ☒ The legend may contain the name of the sponsor paying for the banner if such is not an obvious advertising of and promotion of the sale of the sponsor's goods or services.
- ☒ The lettering of the sponsor's name or a logo does not exceed three inches if on a single line or two-inches if on more than one line.
- ☒ Banner does not contain an address or directions to location.
- ☒ Banner meets all the design specifications on the back of this form.
- ☒ The banner will be delivered to City Garage a minimum of 1 week before banner is to be displayed.
City Garage is located at 1001 6th Street and hours. Call Street Supervisor at (231)920-7800 to schedule time.
- ☒ Banner will be picked up within 1 week after being displayed; if it is not picked up, the banner will be disposed of.

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 Mary Galvanek Signature Mary Galvanek Date 12/29/22

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



Cadillac Farmers Market

JUNE thru OCTOBER





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

Today's Date 4/26/2023

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request Farmers Market

Contact Person Mary Galvanek

Contact Phone [REDACTED] Contact Email [REDACTED]

Date: 6/16/23 and every Friday until Oct 31

Street Name W Cass Street Beginning Location Market Ending Location 3 way stop

Beginning Time 8:00 AM/PM Ending Time 4:00 AM/PM

Street Name _____ Beginning Location _____ Ending Location _____

Beginning Time _____ AM/PM Ending Time _____ AM/PM

Street Name _____ Beginning Location _____ Ending Location _____

Beginning Time _____ AM/PM Ending Time _____ AM/PM

Street Name _____ Beginning Location _____ Ending Location _____

Beginning Time _____ AM/PM Ending Time _____ AM/PM

Date 6/16/23 Parking Lot Closures

Lot Location in front of market Street Cass Nearest Cross Street Mitchell

Beginning Time 8:00 AM/PM Ending Time 4:00 AM/PM

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

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 Mary Galvanek Signature Mary Galvanek Date 4/26/23

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 _____
Parks _____	Date Approved _____	Comments _____
Fire _____	Date Approved _____	Comments _____
Police _____	Date Approved _____	Comments _____
City Manager _____	Date Approved _____	Comments _____
City Council _____	Date Approved _____	Comments _____

May 1, 2023

Council Communication

Re: Replacement of Screw Pump Access Ladder

On May 2, 2022, the City Council awarded a project to replace a screw pump at the wastewater treatment plant to Franklin Holwerda Company of Wyoming, MI pursuant to this company being the low bidder for the project. As this work is finalized, it was determined that the stainless-steel lower bearing access ladder and cage used to access the pump was unsafe and unusable. This ladder is necessary for ongoing monitoring and maintenance of the pump. Franklin Holwerda offered a quote to replace this ladder which will also allow them to complete work on the pump. The communication from 2022 as well as the quote to replace the ladder is attached to this communication. Because Franklin Holwerda is already on site for the project, it is recommended that they be used to replace the ladder as well.

Recommended Action

It is recommended that the award for screw pump replacement to Franklin Holwerda be amended from \$287,000 to \$296,450 to include the replacement of a stainless-steel lower bearing access ladder and cage. Funds are available in the Water and Sewer Fund.



Franklin Holwerda Company
MECHANICAL CONTRACTORS

PROPOSAL & AGREEMENT

Mechanical • Sheet Metal • HVAC • Fire Protection • Service

P.O. Box 9100 • 2509 29th St SW • Wyoming, MI 49519

Ph (616) 538-3231 • Fax (616) 538-2797

www.franklinholwerda.com

This Date: 4/13/2023, we hereby propose
to furnish Labor and/or Material to complete the work
outlined herein for the sum of:

Nine Thousand Four Hundred Fifty dollars

TO: Cadillac WWTP
1121 Plett Rd.
Cadillac, MI 49601

Michigan Sales & Use Tax:

Tax Included

Terms: Net 30

PRICES QUOTED ARE SUBJECT TO REVIEW
AFTER 30 DAYS FROM THE ABOVE DATE

Attn: Patrick Miller

Project: Screw Pump

Franklin Holwerda Company has reviewed the requirements of the work desired.
We will provide the necessary labor, material and equipment to do the following:

Provide and install new 304 stainless steel lower bearing
access ladder and cage to replace rusted out existing ladder and
cage.

\$9,450.00

Thank you for the opportunity to quote the above project. If you have any
questions, please feel free to call (616) 538-3231.

Sincerely,

Douglas Holt

CONTRACTOR'S GUARANTEE

We guarantee all material used in this contract to be as specified
above and the entire job to be done in a neat, workmanlike
manner. Any variations from plan or alterations requiring extra
labor or material will be performed only upon written order and
billed in addition to the sum covered by this contract. Agreements
made with our workmen are not recognized.

ACCEPTANCE OF BID

The above specifications, terms and contract are satisfactory, and (I) (we)
hereby authorize the performance of this work.

Date: _____

Signed: _____

Date: 4/13/2023

For FHC: _____

O:\Doug\Doug 2023\AAA - Master 2

THIS CONTRACT IS VOID 30 DAYS FROM DATE UNLESS GREEN COPY IS SIGNED AND RETURNED TO BIDDER.

CUSTOMER COPY

May 2, 2022

Council Communication

Re: Remove and Replace 48” Screw Pump

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

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

Recommended Action

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

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. 2023-3495

**RESOLUTION INTRODUCING AND SETTING PUBLIC HEARING FOR
ORDINANCE TO AMEND SECTIONS 42-201 AND 42-202(3) OF CHAPTER
42 OF THE CADILLAC CITY CODE TO INCREASE WATER RATES IN THE
CITY OF CADILLAC 5%.**

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 1st day of May, 2023, at 6:00 p.m.

PRESENT: COUNCIL MEMBERS: _____

ABSENT: COUNCIL MEMBER: _____

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

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

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

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

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

WHEREAS, the City staff has reviewed the water supply system rates and has recommended a rate increase of 5%;

WHEREAS, the City wishes to consider increasing rates for the water supply system by 5%.

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

1. Pursuant to Section 5.2 of the City Charter, the City introduces Ordinance No. 2023-03, Ordinance to Amend Sections 42-201 and 42-202(3) of Chapter 42 of the Cadillac City Code to Increase Water Rates in the City of Cadillac 5% (the "Ordinance," attached as Exhibit A).

2. A public hearing regarding the Ordinance shall be held on the 15th day of May, 2023, at 6:00 p.m.

3. The City Clerk is directed to publish a summary of the Ordinance once in a newspaper of general circulation in the City of Cadillac, together with a notice setting the time and place for a public hearing on the Ordinance, within seven (7) days. The summary and notice of the hearing shall be substantially in the form of Exhibit B.

4. A copy of the Ordinance shall be available for examination at the office of the City Clerk, and copies may be provided for a reasonable charge.

5. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: COUNCIL MEMBERS: _____

NAYS: _____

STATE OF MICHIGAN)
)ss
COUNTY OF WEXFORD)

I, Keri Lanning, Deputy City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. 2023-3495, duly adopted at a regular meeting of the City Council held on the 1st day of May, 2023.

Keri Lanning
Cadillac Deputy City Clerk

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

ORDINANCE NO. 2023-03

**AN ORDINANCE TO AMEND SECTIONS 42-201 AND 42-202(3) OF
CHAPTER 42 OF THE CADILLAC CITY CODE TO INCREASE WATER RATES
IN THE CITY OF CADILLAC 5%.**

THE CITY OF CADILLAC ORDAINS:**Section 1.**

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

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

(1) *Monthly service charges.*

Meter Size (in inches)	Charge (per month)
5/8	\$8.84
3/4	\$13.00
1	\$21.66
1 1/2	\$43.41
2	\$69.24
3	\$151.63
4	\$259.96
6	\$541.63
8	\$779.93

(2) *Commodity charge.*

Volume (100 cubic-foot unit)	Per Month (per unit)
0 to 600 cu. ft.	\$1.85
601 to 10,000 cu. ft.	\$1.58
10,001 to 100,000 cu. ft.	\$1.40
100,001 to 250,000 cu. ft.	\$1.22
250,001 and above	\$1.07

Section 2.

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

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

Line Size (in inches)	Charges (per month)
$\frac{3}{4}$	\$3.16
1	\$5.41
1 $\frac{1}{2}$	\$10.74
2	\$17.34
3	\$37.64
4	\$64.75
6	\$135.12
8	\$194.70
10	\$313.60
12	\$464.84

Section 3.

All other ordinances inconsistent with the provisions of this Ordinance are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4.

This Ordinance shall take effect July 1, 2023.

Approved this 15th day of May, 2023.

Keri Lanning, Deputy City Clerk

Carla J. Filkins, Mayor

I, Keri Lanning, Deputy City Clerk of the City of Cadillac, Michigan, do hereby certify that Ordinance No. 2023-03 was published in the Cadillac News on the _____ day of _____, 2023.

Keri Lanning, Deputy City Clerk

City Council

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



Mayor
Carla Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

RESOLUTION NO. 2023-3496

**RESOLUTION INTRODUCING AND SETTING PUBLIC HEARING FOR
ORDINANCE TO AMEND SECTION 42-374 OF CHAPTER 42 OF THE CITY
CODE TO INCREASE SEWER RATES IN THE CITY OF CADILLAC 5%.**

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 1st day of May, 2023, at 6:00 p.m.

PRESENT: COUNCIL MEMBERS: _____

ABSENT: _____

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

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

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

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

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

WHEREAS, the City staff has reviewed the sewer supply system rates and has recommended a rate increase of 5%;

WHEREAS, the City wishes to consider increasing rates for the sewer supply system by 5%.

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

1. Pursuant to Section 5.2 of the City Charter, the City introduces Ordinance No. 2023-04, Ordinance to Amend Section 42-374 of Chapter 42 of the City Code to Increase Sewer Rates in the City of Cadillac 5% (the "Ordinance," attached as Exhibit A).
2. A public hearing regarding the Ordinance shall be held on the 15th day of May, 2023, at 6:00 p.m.
3. The City Clerk is directed to publish a summary of the Ordinance once in a newspaper of general circulation in the City of Cadillac, together with a notice setting the time and place for a public hearing on the Ordinance, within seven (7) days. The summary and notice of the hearing shall be substantially in the form of Exhibit B.
4. A copy of the Ordinance shall be available for examination at the office of the City Clerk, and copies may be provided for a reasonable charge.

5. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: COUNCIL MEMBERS: _____

NAYS: _____

STATE OF MICHIGAN)
)ss
COUNTY OF WEXFORD)

I, Keri Lanning, Deputy City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. 2023-3496, duly adopted at a regular meeting of the City Council held on the 1st day of May, 2023.

Keri Lanning
Deputy Cadillac City Clerk

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

ORDINANCE NO. 2023-04**AN ORDINANCE TO AMEND SECTION 42-374 OF CHAPTER 42 OF THE CITY CODE TO INCREASE SEWER RATES IN THE CITY OF CADILLAC 5%.****THE CITY OF CADILLAC ORDAINS:**Section 1.

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

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

(1) *Metered users.*

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

Meter Size (in inches)	Service Charge (per month)
5/8	\$12.84
3/4	\$19.31
1	\$32.14
1 1/2	\$64.27
2	\$102.87
3	\$225.20
4	\$385.81
6	\$803.92
8	\$1,157.60

b. *Commodity charges.* A charge of \$2.97 per 100 cubic feet of metered water used will be charged each month.

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

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

Rooms	Per Month
1 to 3 rooms, inclusive	\$11.12
4 to 6 rooms, inclusive	\$12.45
7 to 8 rooms, inclusive	\$14.70
Each additional room	\$2.05

- b. For each additional bathtub or shower, add \$5.32 per month.
- c. For each additional toilet, add \$5.86 per month.

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

Parameter	Parameter Surcharge (per month-per pound)	Base Concentration (in mg/L)
Suspended Solids	\$0.43	215
Biochemical oxygen demand	\$0.63	185
Phosphorus	\$4.16	10
Nitrogen	\$9.73	20
Total organic carbon	\$3.50	600
Chemical oxygen demand	\$1.50	600
Total chlorides	\$0.78	600

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

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

- b. All residential customers shall be given the option of having a water meter installed as provided for above, or the residential customer shall be billed a flat rate sewer charge equal to the average billing as determined on an annual basis.
- c. The average monthly residential sewer bill, as of July 1, 2023, is a charge of \$33.63.

(5) *Watering adjustment basis.*

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

Section 2.

All other ordinances inconsistent with the provisions of this Ordinance are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3.

This Ordinance shall take effect July 1, 2023.

Approved this 15th day of May, 2023.

Keri Lanning, Deputy Clerk

Carla J. Filkins, Mayor

I, Keri Lanning, Deputy City Clerk of the City of Cadillac, Michigan, do hereby certify that Ordinance No. 2023-04 was published in the Cadillac News on the _____ day of _____, 2023.

Keri Lanning, Deputy City Clerk

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

RESOLUTION NO. 2023-3497

**RESOLUTION TO INTRODUCE AND TO SET PUBLIC HEARING REGARDING
ORDINANCE 2023-05 ESTABLISHING GENERAL APPROPRIATIONS ACT FOR
FISCAL YEAR 2024**

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 1st day of May, 2023, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

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

WHEREAS, Section 10.3 of the Charter of the City of Cadillac (the "Charter") requires a public hearing be held in the second half of the month of April on the proposed budget before final adoption; that notice of the public hearing be published at least ten (10) days in advance of the hearing; and that the complete proposed budget be on file for public inspection during office hours

at the office of the City Clerk for a period of not less than (10) days prior to such public hearing;
and

WHEREAS, on April 7, 2023 a notice of hearing was published as required by Section 10.3 of the Charter and a public hearing on the proposed budget for Fiscal Year 2024 was held on April 17, 2023; and

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

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

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

1. Pursuant to Section 5.2 of the Charter, the City introduces Ordinance No. 2023-05, Ordinance Establishing General Appropriations Act for Fiscal Year 2024 (the "Ordinance," attached as Exhibit A)
2. A public hearing regarding the Ordinance shall be held on the 15th day of May, 2023, at 6:00 p.m.

3. The City Clerk is directed to publish a summary of the Ordinance once in a newspaper of general circulation in the City of Cadillac, together with a notice setting the time and place for a public hearing on the Ordinance, within seven (7) days. The summary and notice of the hearing shall be substantially in the form of Exhibit B.

4. A copy of the Ordinance shall be available for examination at the office of the City Clerk and copies may be provided for a reasonable charge.

5. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF WEXFORD)

I, Keri Lanning, Deputy City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. 2023-3497, duly adopted at a regular meeting of the City Council held on the 1st day of May, 2023.

Keri Lanning
Cadillac Deputy City Clerk

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

ORDINANCE NO. 2023-05 ORDINANCE ESTABLISHING GENERAL APPROPRIATIONS ACT FOR FISCAL YEAR 2024

THE CITY OF CADILLAC ORDAINS:

Section 1, Title.

This Ordinance shall be known as the City of Cadillac General Appropriations Act for Fiscal Year 2024.

Section 2, Public Hearing on the Budget.

Pursuant to MCL 141.412 and Section 10.3 of the City Charter, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on April 7, 2023, and a public hearing on the proposed budget was held on April 17, 2023.

Section 3, Expenditures.

The City hereby appropriates the expenditures for the fiscal year commencing July 1, 2023 and ending June 30, 2024 on a departmental and activity total basis as follows:

General Fund Expenditures

Legislative	\$55,000
Office of the City Manager	332,300
Financial Services	378,100
City Clerk/Treasurer Department	363,000
Election Services	16,000
Assessing Services	144,000
Legal Services	200,000
City Complex	355,100
Police Department	2,273,000
Code Enforcement	19,000
Fire Department	1,600,900
Public Works	1,106,300
Culture and Recreation	307,000
Economic Development and Assistance	303,000
Intergovernmental	99,200
Other	170,000
Total Expenditures	\$7,721,900

Section 4, Estimated Revenues.

The City estimates that revenues for the fiscal year commencing July 1, 2023 and ending June 30, 2024 will be as follows:

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

Section 5, Budgets.

The City hereby approves budgets for the fiscal year commencing July 1, 2023 and ending June 30, 2024 for the following funds in the amounts set forth below:

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

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

Section 6, Millage Levies.

(a) The City will levy a tax of 13.4992 mills for the period of July 1, 2023 through June 30, 2024, on all real and personal taxable property in the City, according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City and is levied pursuant to Section 20.6, Article 20 of the City Charter. The maximum authorized levy according to the City Charter is 15.00 mills.

(b) The City further levies a tax of 2.60 mills for the period of July 1, 2023 through June 30, 2024, on all real and personal taxable property in the City, according to the valuation of the same. This tax is levied for the purpose of defraying the cost of supporting the retirement plan for personnel of the police and fire departments of the City pursuant to the provisions of Public Act 345 of 1937, as amended, as approved by a vote of the citizens of the City on November 8, 1977.

(c) The City further levies a tax of 1.8501 mills for the period of July 1, 2023 through June 30, 2024, on all real and personal taxable property in the City, according to the valuation of the same in a district known as the Downtown Development District. This tax is levied for the purpose of defraying the cost of the Downtown Development Authority.

Section 7, Adoption of Budget by Reference.

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

Section 8, Transfer Within Appropriation Centers.

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

Section 9, Appropriations by Resolution.

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

Section 10, Effective Date.

This Ordinance shall take effect on July 1, 2023.

Approved this 15th day of May, 2023.

Keri Lanning, Deputy City Clerk

Carla J. Filkins, Mayor

Cadillac Arts Council

Minutes

January 23, 2023 - Up North Arts Childrens Room

Members in attendance in person at UNA

Joe Baumann (Footliters), Beth Miller & Amy Gonzales (Up North Arts) Chris Fisher (MAL & Phyllis Olson Art Fair) Kathleen Kelso (Philharmonic), Lisa Martek (Cadillac Community Chorus), Mary Kidder (Garden Club), Mike Smith (Clam Lake Band) Mike Filkins (President & Cadillac Symphony, MAL), Kurt Baney (MAL & Acting Secretary), Lois Durham (Treasurer), Vicki Long & Sunny Crips (FOL), Marla Courtney (MAL)

Public in attendance: None

Not in attendance: Paul Brown (Past Pres), Linda Anderson (VP)

Meeting called to order at 7:02 pm

Introductions made.

Treasurer's report: Budgets and Grants Funds were supplied during the meeting. Lois reviewed. \$7750.56 checking account balance. Mike Filkins made a motion to accept the Budget as is. Chris Fisher seconded. Questions - Mary Kidder questioned the Education budget and what is exactly going to be done, Kurt explained what Linda had prepared and passed around news articles and said more would be followed up once we got to that portion. Motion passed budget was approved.

Secretary's Report: Report was incomplete and will be sent out before the next meeting for approval. Report given by Kurt - Mike Filkins wanted to make sure we noted we needed to get copies of the last meeting minutes to the City.

Member Group Reports

Up North Arts – Written report submitted by Amy Gonzalas

UNA Awarded the Rotary grant for the purchase of a digital sign for Chestnut St.

- Our plan is to use this sign to promote CAC events and other local non-profit events/messages. More to come on this!!!!

- We are accepting donations for the auction. If you would like to donate, please let us know.

German Market December 2022

- For our first year, this was a big success. Approximately 1100 people came to the event.

- We are planning a 2023 event.

Fall Fundraiser (Sept 16, 2023)

- **WE NEED YOU CAC MEMBERS!!!!**

- Theme is An Evening with the Arts, a collage format presentation of local talent, ideally from non-profit art groups.

- Performing, visual, literary arts all welcome to participate. An event for all ages.

- We are looking for CAC member participation in this event. Please email us at

info@upnorthartsinc.com.

Developing our 3-year plan

- A strategic initiative.

Center Beautification Project

- Along with the Rotary digital sign, we have a committee looking at beautifying not only UNA but the entire 3 Quonset huts.

- Includes exterior power washing and painting, interior Drill Deck painting and floors.

- Finished interior patio area.

- Art Walk with local artwork being displayed outside.

- Making this space a community center the community can be proud of.

Classes/Programming

- Class offering and participation continues to increase.

- December 19, 2023 - FOL Meeting/Christmas Party

Upcoming Programs / Events

FOL is working new programs for this year. The CAC Grant will be used for the Douglas Taurel Play. We are looking for a venue for this program for the fall.

- January 28, 2023 @ 1:00 pm Declutter with help from your neighbors!
- April 1, 2023 @ 1:00 pm Kent Wilcox – Research and Non-fiction Book Writing.
- April 23-29, 2023 National Library Week
"For a Richer, Fuller Life, Read."
- April (26) 27 – 29, 2023 - FOL Used Book Sale
- July (19) 20 – 22, 2023 – FOL Used Book Sale
- October (4) 5 – 7, 2023 – FOL Used Book Sale
- October 15-21, 2023 – Nat'l Friends of the Library Week
- TBD - Douglas Taurel, Am. Soldier Play – CAC Grant
- TBD - Author Event "Irish Immigration in Michigan"

Cadillac Philharmonic – Submitted by Kathleen Kelso - via printed paper
Cadillac Philharmonic Club presented a gift to the community in the form of a christmas program on December 5, 2022. The program was followed by social time with light refreshments.

The group will be meeting the first monday of the months April, May, and June at Zion Lutheran Church.

The Executive Board has begun planning the celebration of the 100th anniversary of our founding. Plans include recognition of the group's history, a performance event in September, and ending the year with a Christmas Program.

Music award information will be sent out to local schools by March 1st.

Cadillac Community Chorus – Lisa Martek represented, but no written report was turned in or emailed.

Cadillac Footlitters – Report submitted by Joe Bauman - The Cadillac Footlitters recently completed an incredible two-night fundraiser event in partnership with Blue Heron and Fox Hill Event Center. Tony & Tina's Wedding dinner theatre event was an incredible success and raised tens of thousands for Footlitters' shared vision of a long-term permanent home for performing arts in Cadillac. Thank you friends and neighbors for supporting us and seeing this – for the 30+ people involved, it was a labor of love that paid off.

Footlitters' next show is Too Much Light Makes the Baby Go Blind, scheduled for March 10/11 and 17/18 at the Charming North event space downtown. Having opened in 1988 and still playing today as the longest-running show in Chicago history, Too Much Light Makes The Baby Go Blind is an ensemble experiment in presenting "30 Plays in 60 Minutes." Each two-minute play is performed in random order with an interactive audience. An onstage 60-minute timer keeps everyone honest.

Matilda the Musical is this season's adult musical and will be performed in McBain in June. Keep an eye on our Facebook and Instagram accounts for more details including auditions in late March!

Cadillac Area Symphony Orchestra –Mike Filkins submitted a written report:

Feb 21 - Welcome reception/reading session of all music for concert

Festival

Committee hadn't met yet for the year. Meeting was planned in February more follow up for the April Meeting.

If you plan on having a part in the festival this year please make sure to communicate what your planning on doing to the committee.

Nominations

Introduction of attendees –

Marla Courtney showed interest in being a MAL. Motion to approve Marla Motioned by Joe Baumann, Seconded by Linda Anderson, Motion Made and was approved Unanimously

New Business –

Old Business -

- Arts council approved under the promotions committee to proceed with hosting a YP as an additional event if they are willing to push out the info.

UPDATE Hosting Cadillac Young Professionals Event: December 1, 2022 CAC Hosted the YP at the Dockside. Several groups were able to be there and represented. Paul Presented info about the member groups, Kurt and other members helped with filling in additional info as was needed. All feedback seemed very positive. Several member groups saw interest from hosting this event. Garden Club among a few others had seen some new members due to this.

Arts council Logo - No logos were available to be presented.

Use of personal Emails and Publish Personal Email

We will use the email address that is preferred and what you give us. - Google Sheet for Updated Contact Info - link is
UPDATE - Did best to get as much up to date info as possible.

Member Bi laws –

Organizations attend all three meetings – The only way for that to be amended by the collective. - Zoom Meetings add in's - Paul stated that this would be discussed at a Working Board meeting with the current board. Meeting to be determined
UPDATE Committee formed to review entire bi-laws, Joe Baumann, Kurt Baney & Mary Kidder all volunteered.

New Member Groups-

Can we include Booster clubs in our Arts world. New Non Profit : Jam & Bread – 12-17 Ages, Internments provided to help teach and educate the youth in the area to help encourage new bands and musical groups in our area. - Get a copy of bylaws to Marla Courtney As our Bi laws define what it takes for new membership. -
UPDATE No updates at this time. Jam & Bread was still working on the paperwork and getting everything needed in place.

Meeting Adjourn - 8:31 Motion made by Joe Baumann, Seconded by Mike Filkins, Motion passed

Next meeting is on Monday, April 24, 2023 at 7:00 pm – Up North Arts Building Across from the football Field

Cadillac Arts Council

Minutes

September 26, 2022

Members in attendance in person at UNA

Joe Baumann (Footlitters), Tim Florink (Up North Arts & Phyllis Olson Art Fair) Kathleen Kelso (Philharmonic), Lisa Martek (Cadillac Community Chorus), Judy Carr (Garden Club), Mike Smith (Clam Lake Band) Mike Filkins (Cadillac Symphony, MAL), Kurt Baney (MAL), Lois Durham (Treasurer) Linda Anderson, (VP), Sunny Crips (FOL)

Not in attendance: Miranda Grunow (MAL), Chris Fisher (MAL)

Public in attendance: Gabby Hanson, Heath Urbaniak, Marla Courtney, Dave & Mandy Alsager

Meeting called to order at 7:01 pm

Introductions made.

Treasurer's report: Report/Ledger sent out prior to meeting. Lois reviewed. \$9,534.47 checking account balance. Mike Filkins made a motion to accept the Treasurer's report as is. Linda Anderson seconded. Motion passed.

Secretary's Report: Minutes sent out via email prior to meeting. Paul Brown made a motion to accept minutes as is, Mike seconded. Motion passed.

Member Group Reports

Up North Arts – Written report submitted by Ed Goldman

Events 2022
Income
Paint the Tiles
Color Run
Spring Lollapalooza
Fall Fundraiser
Art Fair
Holiday Market
Mahjong
Kids Camp
Expenses
Paint the Tiles
Color Run
Spring Lollapalooza
Celebrate Spring Picnic
Fall Fundraiser
Art Fair
Holiday Market
Mahjong

Carr will visit on October 22. We have met our goal of collecting \$150,000 in Spartan receipts from Family Fare for the 2nd time and will be eligible for a \$1000 cash donation from Spartan Foods. Please continue to bring your FF receipts to the Library. National Friends of the Library week is October 16-22. Please support our local Cadillac Wexford Public Library!

Cadillac Philharmonic – Submitted by Kathleen Kelso - September 26, 2022

Cadillac Philharmonic Club is meeting again!! We had an organizational meeting in September and discussed various ideas on what the club can do. One major concern is the lack of interest we had in attending music camps the last two years. We are surveying local school music educators for their input concerning camps as well as asking them if they have any groups who would like to perform for us.

We will meet October 10, 2022 at 4:00 for a tea and entertainment which will include our music award winners. Meetings are held at Zion Lutheran Church. The public is welcome at all programs. In place of the Christmas program we have done in the past with the Woman's Club we have a committee working on a Community Christmas Sing. This is scheduled for December 5th at 1:00 at the United Methodist Church.

The club does not meet in January, February, or March.

Cadillac Community Chorus – Lisa Martek submitted a written report.

The Cadillac Community Chorus has finished up their 21st season with concerts September 24th and 25th. We took up a good will offering and donated the proceeds of \$1121.80 to the Cadillac Revival Center for their building fund. We were able to have a complete season but with fewer members than previous years. When we start up again next year we will be working to get old members back and get some new members also.

Cadillac Footliters – Report submitted by Joe Bauman - Cadillac's Footliters opened its 59th Season this last weekend with the opening of 39 Steps - a madcap comedy featuring four actors, playing dozens of roles. Based on the Alfred Hitchcock movie of the same name, it's amazing what a little parody will do to an otherwise tense plot! 39 Steps runs one more weekend - September 30 (7 pm) and October 1 (2 pm and 7 pm) in Cadillac High School's auditorium.

Footliters' next show is a special two-night dinner theatre fundraising event in partnership with Blue Heron and Fox Hill Events Center - Tony n' Tina's Wedding will draw dinner guests into the orbit of two traditional Italian families as they marry off and celebrate the union of two of their own. More details to come soon, but the dates are January 13 & 14!

Cadillac Area Symphony Orchestra –Mike Filkins submitted a written report: The Cadillac Area Symphony Orchestra is currently rehearsing for its annual spring concert. This year the concert will take place on May 15 at 3:00 p.m. in the Cadillac Community Auditorium. The program, "The Greatest of the Classics," will feature favorites of musicians and audience members alike.

The CASO Board is conducting its annual Patron Drive in coming weeks; materials have been sent to the printers and will soon be assembled and mailed. Additionally, CASO is currently soliciting advertisers for the coming year. The last day to submit ads for inclusion in 2022 concert programs is the first Monday in May. Please contact Liz McCord if your organization would like to place an ad in this year's program.

Plans are taking shape for the orchestra's 50th Anniversary celebrations which will take place next season. The orchestra will honor previous conductors and celebrate the community that has supported classical music for five decades.

group wants to help sponsor or even create something new to add to the festival please feel free to reach out.

Committee Help: Previously we had asked that each member group have someone volunteer for the festival in some capacity, there was increased volunteering for the festival and we appreciate your help with this.

Art & Unwined - This new addition to the festival went off wonderfully and the event broke even and even netted a little money. We are working on fine tuning the event for next year learning from the things that could be learned from. We were asked multiple times why we would have the event the same night as the Friday Night music, and simply stated you can hear the music from the festival. Some people prefer having the ambiance in the background. We are working on a way to perhaps broadcast the sound better to the pavilion, but there are an abundance of technology issues that present a barrier. The committee decision was to keep it on the same night.

Kids Art Experience- It's estimated that nearly 100 kids came and participated in the various items available. It was very well attended. We are working on better marketing and trying to reduce the Island effect of it being a distance from the festival activities. Banners are going to be used in the coming years to help promote the location and festivities at the Kids Art Experience.

Phyllis Olson Art Fair: Artists booths - 55-60 Booths. Nearly 120 volunteers helped put on the show, almost all artists reported it being a wonderful event. A few artists had misrepresentation of their works and are not going to be invited back. Zapp Application will be back next year to hopefully have a larger draw than what we had in 2022.

Nominations

Introduction of attendees –

Marla Courtney showed interest in being a MAL. Motion to approve Marla Motioned by Joe Baumann, Seconded by Linda Anderson, Motion Made and was approved Unanimously

New Business –

Use of personal Emails and Publish Personal Email - We will use the email address that is preferred and what you give us. - Google Sheet for Updated Contact Info - link is

Member Bi laws – Organizations attend all three meetings – The only way for that to be amended by the collective. - Zoom Meetings add in's - Paul stated that this would be discussed at a Working Board meeting with the current board. Meeting to be determined

New Member Groups- Can we include Booster clubs in our Arts world. **New Non Profit : Jam & Bread –** 12-17 Ages, Internments provided to help teach and educate the youth in the area to help encourage new bands and musical groups in our area. - Get a copy of bylaws to Marla Courtney As our Bi laws define what it takes for new membership. -

Old Business -

Arts council approved under the promotions committee to proceed with hosting a YP as an additional event if they are willing to push out the info. Kurt suggested that the CAC host an event with the Young Professionals at the Willow Greenhouse space. We pay for food and beverage and some entertainment. We voted to increase the budget to 650 if needed for some live music. If this doesn't work we would look for a fall commitment with the YP.

Update: After along awaited sponsorship of the Cadillac Area YP we have a date set of December 1, 2022. Please have your member group have a representative present. We will

Minutes
Downtown Development Authority (DDA)
Business Improvement District (BID) Board
Special Meeting
April 5, 2023

A special meeting of the Cadillac Downtown Development Authority (DDA) and Business Improvement District (BID) Board was held at 9:30 a.m. on Wednesday, April 5, 2023.

MEMBERS PRESENT: Coffey, Kelsey, Barnes, Grunow, Munger, & Peccia. Swanson joined at 9:35.
STAFF PRESENT: Wallace, Coy

VISITORS BUREAU STAFF IN ATTENDANCE:

Kathy Adair Morin, Director, Lindsey Westdorp, & Marci Hensley

APPROVAL OF AGENDA

- Motion to approve the meeting agenda for April 5, 2023, by Grunow. Supported by Crawley.
- Motion approved unanimously.

APPROVAL OF MINUTES

- Motion to approve the minutes from January 25, 2023, by Grunow. Supported by Coffey
- Motion approved unanimously.
-
- ***Staff the next day realized the wrong months minutes were in the packet. The minutes in the packet should have for the February meeting.***

FINANCE REPORT/ MANAGER REPORT:

- There were no questions about the Financial Report.
- Peccia spoke about the stakeholder support that would be needed to approve a Special Assessment to replace the sidewalk bricks.
- He also spoke about the car show and that the Chamber of Commerce have future car show events on Mitchell Street versus tying up parking that is vital to the downtown merchant. customers.

DIRECTOR REPORT:

- Wallace spoke about the Grand Opening of Einstein Cycle shop this past weekend and that it was well attended. They received a lot of press from both the newspaper and television stations.
- He said he has not heard news yet on the most recent Match on Main Grant application from the MEDC.
- Wallace recently interviewed with Venture North to discuss the possibility for them to become more active in the Cadillac business market.
- We also will be starting to publicized a new round grants for the residential Façade Grant Program through the State of Michigan. He added that the homeowner would be required to match the grant funds up to the \$3,000 maximum. Habitat for Humanity is partnering with the city and providing a licensed contractor to supervise the work.
-

CHAIRPERSON REPORT

- Barnes asked Peccia a question on the estimated costs from Prein & Newhof to replace the brick pavers with concrete. The discussion continued about Mitchell Street pavers and traffic.
- Munger mentioned we are not fixing the bigger problem which are the Mitchell Street traffic issues and the feeling pedestrians have about safety. He added he would like for MDOT to be more involved in solutions for the Cadillac downtown .
- Peccia said that unfortunately Mitchell Street is not in the current MDOT five-year Capital Improvement Plan. Munger questioned “can we wait five years”. Wallace said he feels the future

of our downtown will depend on road dieting. Swanson said she feels the issue with pavers and the sidewalks should be looked at as needed maintenance and not necessarily be a capital item in the budget.

COMMITTEE REPORTS

None

NEW BUSINESS

1. Wallace went over the contract with Hope Network for watering the hanging baskets this year and adding watering the flowerpots that businesses ordered to place on the sidewalks.
 - Swanson made a motion to accept the contract for both the hanging baskets and the flower pots from Hope Network in 2023. Support from Kelsey.
 - Motion approved unanimously.
2. A question was asked about the city using the pigeon feeder this summer to help control the population. Coy said we have one feeder that he believes will operate and that we have a small amount of birth control feed available. He added that a 30 pound bag costs over \$230 and lasts about 45 days.
 - A motion was made by Swanson to allow for the purchase of more pigeon feed for this summer as needed. Support from Kelsey.
 - Motion approved unanimously.

OLD BUSINESS

- None

COMMUNICATIONS/OTHER ITEMS

None

PUBLIC COMMENTS

None

ADJOURNMENT: Meeting Adjourned at 11:05