



City Council Meeting

July 17, 2023

6:00 p.m.

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



July 17, 2023 City Council Meeting Agenda
6 p.m. at City Hall - 200 N. Lake St. – Cadillac, MI 49601

We trust and assume goodness in intentions

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 19, 2023
Support Document III-A

B. Minutes from the closed session held on June 19, 2023

IV. PUBLIC HEARINGS

A. Public hearing to consider adoption of Ordinance to Approve Sale of Real Property (Portion of 326 Haynes Street).
Support Document IV-A

Cadillac City Council Agenda

July 17, 2023

Page 2

V. COMMUNICATIONS

- A. Paul McMullen Memorial 5k Run/Walk
Support Document V-A

VI. CITY MANAGER’S REPORT

- A. Bids and recommendation regarding Water Well Cleaning Project.
Support Document VI-A
- B. Bids and recommendation regarding Window and Door Replacement Project.
Support Document VI-B
- C. Recommendation regarding Cadillac Community Center Painting.
Support Document VI-C

VII. 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.

VIII. GOOD OF THE ORDER

IX. 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 19, 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, Homier, Lanning, Wallace, Ottjepka, Roberts

APPROVAL OF AGENDA

2023-114 Approve agenda as presented.

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

Motion unanimously approved.

PUBLIC COMMENTS

Konrad Isch read a brief statement expressing his displeasure over having a public meeting on a Federal/State Holiday.

Troy Baxter conveyed his position on the Cooley School Redevelopment Project.

Brian Gudowski submitted a signed petition regarding the zoning and enforcement of zoning.

Andy Van Alst thanked the council for holding the public forum event regarding short-term rentals.

Debbie Grimes expressed her opinion on the Cooley School Redevelopment Project.

Deb Miller conveyed her thoughts regarding the Cooley School Redevelopment Project.

CONSENT AGENDA

2023-115 Approve consent agenda as presented.

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

Motion unanimously approved.

COMMUNITY SPOTLIGHT

The Cadillac Youth Council Mayor: Ava Mann introduced herself and described what the Cadillac Youth Council is all about and how to get involved.

PUBLIC HEARLINGS

A. Public hearing to consider adoption of Ordinance Amending the City Zoning Map (Cooley School Property)

John Wallace presented a brief PowerPoint presentation regarding the rezoning of Cooley School Property.

Dean Dekryger outlined a timeline of the Cooley Redevelopment Project and future design concepts for the building.

Mayor Filkins opened the public hearing.

Troy Baxter asked the council to revisit the wishes of the neighborhood.

Debbie Grimes commented on the projected apartments. She would rather see a head-start program, parks, and playgrounds for kids.

Mayor Filkins closed the public hearing.

2023-116 Approve Resolution to Adopt Ordinance Amending City Zoning Map.

Motion was made by King and supported by Schippers to approve the resolution to adopt ordinance amending the city zoning map (Cooley School).

Ayes: Engels, Schippers, King, Mayor Filkins

Nays: Elenbaas

Motion Carried.

B. Public hearing to consider adoption of Resolution Establishing an Obsolete Property Rehabilitation District for Cooley School Redevelopment.

Mac McClelland presented a PowerPoint presentation to the council regarding the process of Establishing an Obsolete Property Rehabilitation District for Cooley School Redevelopment.

Mayor Filkins opened the public hearing.

No Public Comments.

Mayor Filkins closed the public hearing.

2023-117 Adopt Resolution Establishing Obsolete Property Rehabilitation District.

Motion was made by King and supported by Schippers to adopt the resolution establishing an Obsolete Property Rehabilitation District for Cooley School Redevelopment.

Ayes: Engels, Schipper, King, Mayor Filkins
Nays: Elenbaas

Motion Carried.

C. Public hearing to consider adoption of Resolution to Approve an Obsolete Property Rehabilitation Exemption Certificate Application for Cooley School Redevelopment.

Mayor Filkins opened the public hearing.

No Public Comments.

Mayor Filkins closed the public hearing.

2023-118 Adopt Resolution to Approve an Obsolete Property Rehabilitation Exemption Certificate Application.

Motion was made by Schippers and supported by King to approve an Obsolete Property Rehabilitation Exemption Certificate Application for Cooley School Redevelopment.

Ayes: Engels, Schipper, King, Mayor Filkins
Nays: Elenbaas

Motion Carried.

COMMUNICATIONS

A. Freedom Festival

2023-119 Approve Fireworks Display and Road Closure for Freedom Festival.

Motion was made by Elenbaas and supported by Schippers to approve the fireworks display and the requested road closure on July 8, 2023 from 3:00 PM to 12:00 AM for the Freedom Festival.

Motion unanimously approved.

APPOINTMENTS

A. Recommendation regarding reappointment to the Downtown Development Authority.

2023-120 Reappointment to the Downtown Development Authority.

Motion was made by Elenbaas and supported by Engels to approve the reappointment of Brian Kelsey to the Downtown Development Authority for a 4-year term expiring on June 19, 2027.

Motion unanimously approved.

B. Recommendation regarding appointment to the Downtown Development Authority.

2023-121 Appointment to the Downtown Development Authority.

Motion was made by Elenbaas and supported by Engels to approve the appointment of Theodore Clark to the Downtown Development Authority for a 4-year term to expire on June 19, 2027.

Motion unanimously approved.

ADOPTION OF ORDINANCES AND RESOLUTIONS

A. Adopt Resolution Authorizing the Submittal of a Grant Application to the Spark Grant
- Seasonality Renovations to the Market at Cadillac Commons.

2023-122 Adopt Resolution Authorizing the Submittal of a Grant Application to the Spark Grant.

Motion was made by Schippers and supported by Elenbaas to adopt Resolution authorizing the submittal of a grant application to the Spark Grant – Seasonal Renovations to the Market at Cadillac Commons.

Motion was unanimously approved.

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

2023-123 Adopt Resolution Amending General Appropriations Act for Fiscal Year 2023.

Motion was made by Schippers and supported by Elenbaas to adopt Resolution amending general appropriations act for Fiscal Year 2023.

Motion was unanimously approved.

PUBLIC COMMENTS

Troy Baxter commented that he thinks we are all in agreement in the need for housing.

GOOD OF THE ORDER

Peccia stated that there were approximately 60 people in attendance at the public forum regarding zoning and the zoning code updates. Another public forum will be scheduled in the future about short-term rentals.

Schippers addressed the Juneteenth holiday. She would like to recognize this holiday like the rest of the Federal and State Holidays.

King expressed that all the discussions in our community are good. We need to engage the community and get feedback. Short-term rental issues need community engagement. Discussion is working through the problem.

Filkins stated that decisions are based on several components and that they all are listening, but they cannot make everyone happy.

Engels wanted to thank Pastor Troy on his contribution and complimented his demeanor.

CLOSED SESSION

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

2023-124 Adjourn to closed session.

Motion was made by Engels and supported by Schippers to adjourn to closed session to discuss a written confidential legal opinion with the City Attorney and invite Adam Ottjepka, Director of Public Safety to join.

Motion unanimously approved.

2023-125 Return to open session.

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

Motion unanimously approved.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor

Keri Lanning, Deputy 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. 2023-3504

**RESOLUTION TO ADOPT ORDINANCE TO APPROVE
SALE OF REAL PROPERTY
(PORTION OF 326 HAYNES STREET)**

At a meeting of the City Council of the City of Cadillac, Wexford County, Michigan, on the 17th day of July, 2023, at 6:00 p.m. at the Cadillac Municipal Complex, 200 N. Lake Street, Cadillac, Michigan 49601.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the City of Cadillac ("City") is authorized by statute to buy, own and sell
real property (MCL 117.4e); and

WHEREAS, the Charter of the City provides that the City may, by ordinance and
upon the affirmative vote of four or more members of the Council, sell or exchange any real
estate (Charter Sec. 5.6); and

WHEREAS, the Charter further provides that before final adoption of such an
ordinance, the Council shall hold a public hearing and shall publish notice once at least
twenty (20) days and again ten (10) days prior to the hearing; and

WHEREAS, the City wishes to adopt an ordinance that authorizes the sale to Inland Lakes Machine Inc. (the "Buyer") of real property owned by the City located in the City of Cadillac, Wexford County, Michigan and described as a portion of 326 Haynes Street to be determined by agreement of the City and the Buyer (the "Real Property"); and

WHEREAS, the City Clerk twice published a summary of the Ordinance 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, in accordance with the Charter. A copy of the Ordinance was and is available for examination at the office of the City Clerk, and copies may be provided for a reasonable charge; and

WHEREAS, a public hearing regarding the Ordinance was held on the 17th day of July, 2023, at 6:00 p.m. ; and

WHEREAS, the sale of the Real Property to the Buyer as described in the Ordinance is in the public interest.

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

1. Pursuant to Section 5.2 and 5.6 of the City Charter, the City adopts Ordinance No. 2023-06, Ordinance to Authorize Sale of Real Property (Portion of 326 Haynes Street) (the "Ordinance," attached as Exhibit 1).

2. The Mayor and the City Clerk are authorized to finalize a legal description of the Real Property, to execute any and all documents, and to take any and all actions, as may be necessary or appropriate to close upon the sale of the Real Property for a purchase price

of One Dollar and 00/100 (\$1.00). Buyer will also donate Ten Thousand Dollars and 00/100 (\$10,000) to the City for the development of an adjacent micropark.

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

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

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF WEXFORD)

I, Sandra Wasson, Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. 2023-3504, duly adopted at a regular meeting of the City Council held on the 17th day of July, 2023.

Sandra Wasson
City Clerk

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

ORDINANCE NO. 2023-06

ORDINANCE TO APPROVE SALE OF REAL PROPERTY (PORTION OF 326 HAYNES STREET)

THE CITY OF CADILLAC ORDAINS:

Section 1.

Pursuant to MCL 117.4e, the Charter of the City of Cadillac and other applicable authority, the City hereby approves the sale to the Inland Lakes Machine Inc. (the "Buyer") of real property owned by the City located in the City of Cadillac, Wexford County, Michigan and described as a portion of 326 Haynes Street as determined by agreement of the City and the Buyer (the "Real Property"). The description will be attached as Exhibit A when the determination is made. The sale agreement is attached to the resolution of the City Council adopting this Ordinance. The Mayor and the City Clerk in consultation with the City Attorney, are authorized to make non-material alterations to the final sale agreement.

Section 2.

The Mayor and City Clerk are hereby authorized to finalize the legal description of the Real Property, to execute any and all documents and to take any and all actions necessary or appropriate to close upon the sale of the Real Property to the Buyer or its designee for a sale price of One Dollar and 00/100 (\$1.00) and a Ten Thousand Dollar and 00/100 (\$10,000) donation to the City to develop the adjacent micropark.

Section 3.

The City Clerk is directed, pursuant to Section 20-4(b) of the City's Code of Ordinances, within 30 days after the adoption of this ordinance, to record a certified copy of this ordinance with the Wexford County Register of Deeds and to send a copy to the State Treasurer.

Section 4.

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

Section 5.

This Ordinance shall take effect twenty (20) days after its adoption and publication.

Approved this 17th day of July, 2023.

Sandra Wasson, City Clerk

Carla J. Filkins, Mayor

I, Sandra Wasson, City Clerk of the City of Cadillac, Michigan, do hereby certify that a summary of Ordinance No. 2023-06 was published in the Cadillac News on the ____ day of _____, 2023.

Sandra Wasson, City Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF WEXFORD)

On this ____ day of _____, 2023, before me, a Notary Public, in and for said County, personally appeared Carla J. Filkins, Mayor, and Sandra Wasson, City Clerk, on behalf of the City of Cadillac, who executed the foregoing Ordinance and acknowledged that they have executed it on behalf of the City of Cadillac in their capacity as its Mayor and City Clerk, respectively.

_____, Notary Public
County of _____, State of Michigan
My commission expires: _____

Prepared By and Return To:

Scott H. Hogan (P41921)
FOSTER, SWIFT, COLLINS & SMITH, PC
1700 E. Beltline Avenue NE, Suite 200
Grand Rapids, MI 49525
(616) 726-2200

EXHIBIT A

(DESCRIPTION OF A PORTION OF 326 HAYNES
STREET – TO BE DETERMINED)



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

Today's Date _____

City Received Date

Race Request Form

Name of Race Paul McMullen Memorial 5K Run/Walk
Purpose of Race McMullen Fund for Scholarships
Requesting Organization Paul McMullen Memorial Fund
Contact Person(s) Trevor Thibault
Contact Phone [REDACTED]
Date of Race 7/22/23 Approx. number of participants _____
Registration Location Boat launch Registration Time 7:30 AM/PM
Starting Time 8:30 AM/PM Ending Time 12:00 AM/PM

City of Cadillac Rules

- The City's designated route must be used unless approved by Police Department (Route on backside)
- If marking the route, washable sidewalk chalk or small signs placed in the City right-of-way must be used
- Spray paint is not allowed and will be strictly enforced & fines will be issued
- Organizations are responsible for all clean-up including removal of signs and pavement markings
- The Police Department does not provide escorting services
- Organizations are responsible for providing designated safety and security workers & escorts
- No streets are to be blocked off unless reviewed with City Staff & approved by City Council
- Participants must follow all State & City laws
- Organizations are responsible for providing their own tables, tents, porta johns etc...

The following must be provided with this request:

- ☒ Proof of Liability Insurance (1 million & City of Cadillac named as additional insured)
- ☐ Proof of Marine Permit from DNR if race takes place in the Lake
- ☐ Approval from Wexford Road Commission & Wexford County Police Dept. If race is outside of City Limits
- ☒ Detailed Daily schedule/agenda of races and events Attached

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 Doreen Lane Signature [Signature] Date 6/20/23

Chestnut Boat launch to Newland St.
back to Chestnut. Return to Boat launch.

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

231-775-9911

Other contact: j.lane@cadillacfoundation.org
Doreen Lane

Google Maps

Boat Launch on Chestnut Street to Newland Street to North Blvd. to Chestnut Street
 ending of the Boat Launch





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

Today's Date July 13, 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 Paul McMullen 5k Run/Walk
Contact Person Trevor Thiebaut
Contact Phone ~~231-920-3807~~ Contact Email ~~trevor.thiebaut@gmail.com~~

Date: <u>7/22/23</u>		Street Closures		<u>Kenwood</u>	
Street Name <u>Chestnut</u>	Beginning Location <u>Boat Launch</u>	Ending Location <u>Boat Launch</u>			
	Beginning Time <u>7:30 am</u>	Ending Time <u>10 am</u>			
	AM/PM	AM/PM			
Street Name _____	Beginning Location _____	Ending Location _____			
	Beginning Time ____:____	Ending Time ____:____			
	AM/PM	AM/PM			
Street Name _____	Beginning Location _____	Ending Location _____			
	Beginning Time ____:____	Ending Time ____:____			
	AM/PM	AM/PM			
Street Name _____	Beginning Location _____	Ending Location _____			
	Beginning Time ____:____	Ending Time ____:____			
	AM/PM	AM/PM			
Date <u>7/22/23</u>		Parking Lot Closures			
Lot Location <u>Boat Launch</u>	Street <u>Chestnut St.</u>	Nearest Cross Street <u>Lake St</u>			
	Beginning Time <u>7:30 am</u>	Ending Time <u>10 am</u>			
	AM/PM	AM/PM			
Lot Location _____	Street _____	Nearest Cross Street _____			
	Beginning Time ____:____	Ending Time ____:____			
	AM/PM	AM/PM			
Lot Location _____	Street _____	Nearest Cross Street _____			
	Beginning Time ____:____	Ending Time ____:____			
	AM/PM	AM/PM			

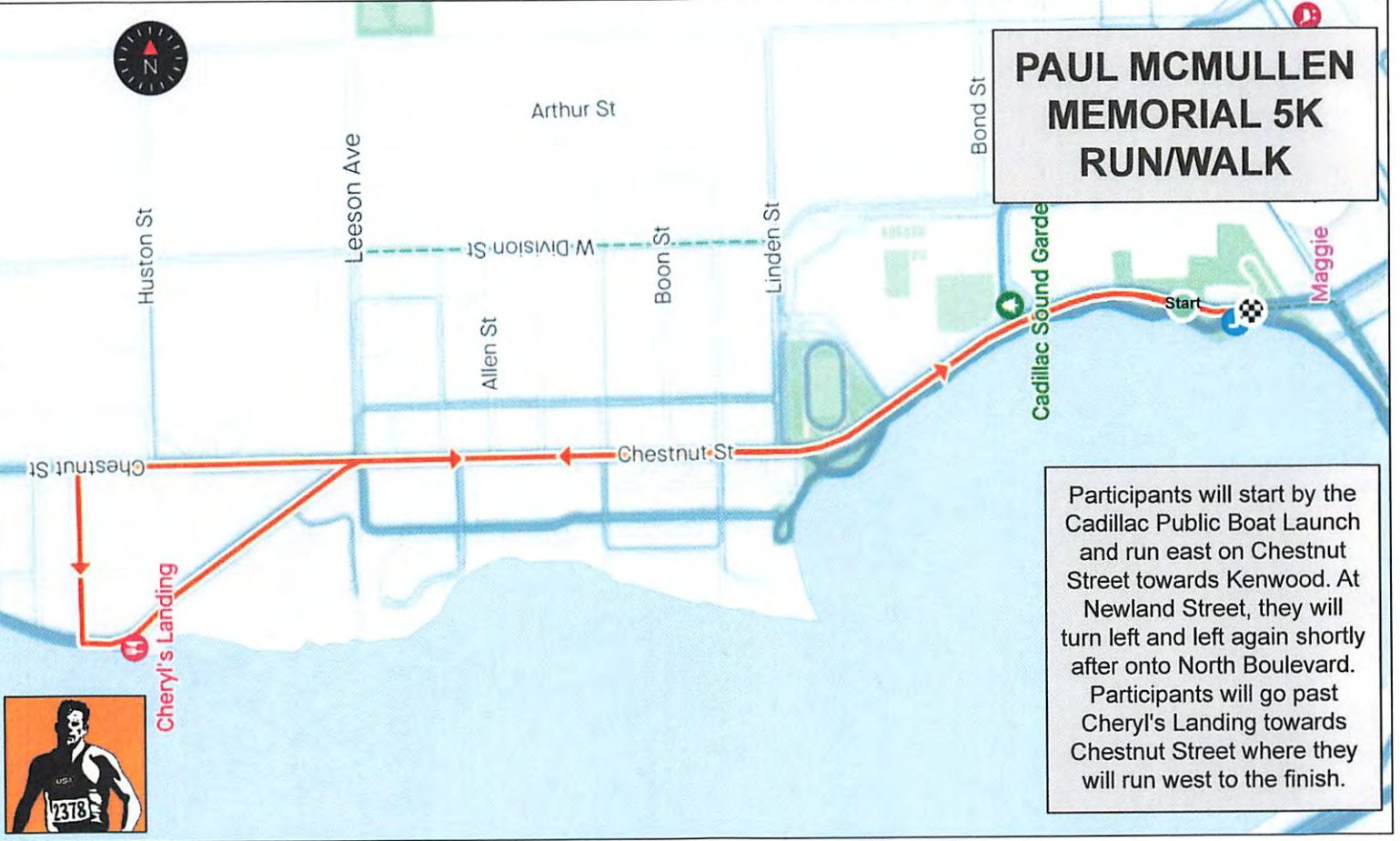
Form must be mailed or delivered to the above address or emailed to: javila@cadillac-mi.net (No Faxes accepted)
I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name Trevor Thiebaut Signature _____ Date 7/13/23

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



PAUL McMULLEN MEMORIAL 5K RUN/WALK



Participants will start by the Cadillac Public Boat Launch and run east on Chestnut Street towards Kenwood. At Newland Street, they will turn left and left again shortly after onto North Boulevard. Participants will go past Cheryl's Landing towards Chestnut Street where they will run west to the finish.

July 17, 2023

Council Communication

RE: Water Well Cleaning

On July 11, 2023, the City held a bid opening on the above referenced project. This project includes pulling the well pump, casing, and screen, and then cleaning, disinfecting, inspecting the parts for any damage, and reinstalling all parts. This project will include maintenance on two production wells at the Crosby Road Well Field. The following bids were received:

Contractor	Bid
Raymer Marne, MI	\$73,500
Peerless Midwest Ionia, MI	\$86,315
Northern Pump and Well Lansing, MI	\$56,320

Recommended Action

It is recommended that the Water Well Cleaning Project be awarded to Northern Pump and Well for the bid amount of \$56,320. Funds are available in the Water and Sewer Fund.

July 17, 2023

Council Communication

RE: Window and Door Replacement – Wastewater Treatment Plant

On July 11, 2023, the City held a bid opening on the above referenced project. This project includes removal and restoration of doors and windows throughout the main building at the plant. Many of these are decades old. The following bid was received:

Contractor	Bid
City Glass Shop Cadillac, MI	\$138,250

Recommended Action

It is recommended that the Window and Door Replacement Project be awarded to City Glass Shop for the bid amount of \$138,250. Funds are available in the Water and Sewer Fund.

July 17, 2023

Council Communication

RE: Cadillac Community Center Painting

The FY2024 budget for the Cadillac Community Center (former Naval Reserve Center) includes an appropriation for repairing, restoring and painting the walls and ceiling in the main drill deck section of the facility as well as power washing and painting the exterior. This project will make a significant improvement to the appearance of the facility and is being led by Up North Arts as part of a larger-scale beautification project. When all is said and done, the grounds of the facility, especially on the North Side along Chestnut Street that is a highly visible area will undergo significant improvements. This will complement a number of other improvements that this group has made to the facility, primarily with funds they have raised and/or donated labor.

Up North Arts has done a significant amount of legwork to move this portion of the project forward. They have received significant grant funding and donations to cover many of the upgrades they are doing in conjunction with the painting, including a new sign, artwork in the North yard, and restoration of the historical insignias and emblems on the walls of the main drill deck.

As part of their work, they reached out to several painters over the last year, receiving varying quotes up to \$40,000 for the wall restoration, power washing, and paint work. After further discussion, the group determined that the best quote in terms of contractor reputation and price was from Jeff Campbell, a local painter with years of experience. City staff discussed with the group the process they used to secure quotes and are comfortable with the recommendation they made.

Recommended Action

It is recommended that competitive bidding be waived, and the Cadillac Community Center painting project be awarded to Jeff Campbell in the amount of \$36,500. Funds are available in the Naval Reserve Center Fund.