



City Council Meeting

September 18, 2023

6:00 p.m.

Cadillac Municipal Complex

Council Chambers

200 N. Lake St.

Cadillac, MI 49601



September 18, 2023 City Council Meeting Agenda
6 p.m. at City Hall - 200 N. Lake St. – Cadillac, MI 49601

We are fully present

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

I. APPROVAL OF AGENDA

II. PUBLIC COMMENTS

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

III. CONSENT AGENDA

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

A. Minutes from the regular meeting held on September 5, 2023
Support Document III-A

B. Minutes from the closed session held on September 5, 2023

IV. COMMUNICATIONS

A. Cadillac Area Public Schools
Support Document IV-A

Cadillac City Council Agenda

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B. Cadillac Area Visitors Bureau & Chamber of Commerce
Support Document IV-B

C. Friends of the Library
Support Document IV-C

D. Request to hang purple lights on light poles for Domestic Violence Awareness Month.
Support Document IV-D

V. APPOINTMENTS

A. Recommendation regarding appointment to the Downtown Development Authority.
Support Document V-A

VI. CITY MANAGER'S REPORT

A. Early Voting Agreement
Support Document VI-A

B. Emergency Screw Pump Bearing Replacement
Support Document VI-B

C. Recommendation regarding Well #8 Pump Replacement.
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

September 5, 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: None
Staff Present: Peccia, Roberts, Ottjepka, Genovich (via Zoom), Agrusa (via Zoom), Wasson

APPROVAL OF AGENDA

2023-153 Approve agenda as presented.

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

Motion unanimously approved.

PUBLIC COMMENTS

Michael Williams stated zoning changes should not be based on survey results. He noted commercial activities such as short-term rentals are inconsistent with residential use.

Pat Ponczek expressed concern about the noise associated with short-term rentals.

Mary Williams stated information was not sent out to those affected by the proposed zoning changes and she commented on the results of the survey.

Steve Williams thanked the City for taking action on an illegal short-term rental property. He asked how the City is going to enforce the restrictions on short-term rentals.

Steve Marquardt expressed concern about his apartment building being included in the proposed short-term rental area.

Andy Cook discussed issues regarding the short-term rentals in his neighborhood.

Andy VanAlst noted it is good that the City is taking action on some of the illegal short-term rentals. He talked about the petitions and FOIA requests that have been submitted.

Rick Torres stated allowing Airbnbs in residential areas of the City will do more harm than good

Michael Fagerman stated even if short-term rentals are managed properly, it still impacts the character of the neighborhood.

Dianne Berry stated she believes there is a need for designated areas that everyone can agree to.

CONSENT AGENDA

2023-154 Approve consent agenda as presented.

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

Motion unanimously approved.

COMMUNICATIONS

A. United Way

2023-155 Approve display of banner for United Way.

Motion was made by Elenbaas and supported by Engels to approve the display of a banner from September 11-18, 2023 for the United Way.

Motion unanimously approved.

APPOINTMENTS

A. Recommendation regarding appointment to the Cadillac Housing Commission.

2023-156 Approve appointment to the Cadillac Housing Commission.

Motion was made by Schippers and supported by Elenbaas to approve the appointment of John Iehl to the Cadillac Housing Commission for a 5-year term to expire on September 5, 2028.

Motion unanimously approved.

CITY MANAGER'S REPORT

A. Discussion on direction regarding the amendment of the zoning ordinance.

King noted he requested this item be added to the agenda. He stated there is huge concern in our community over what we are doing. He noted it became clear that maybe the Council has not led in the way we should because the zoning issue is a policy issue and maybe we needed to give direction on that policy. He stated we have zoning for a reason and noted people buy property with an expectation of what will happen around them. He stated his perception was that we were in the process of looking to update our zoning ordinance which to him meant, for example, putting rules in place for short-term rentals in the B-1, B-2, TS-1 & TS-2 Districts. He noted he did not have an understanding that we would do anything that would change the nature of people's property without talking to them and without getting their input. He stated we need to give direction on what our staff is doing.

King stated when he went out to talk to people, he found out that our staff had not talked to anyone before they put out a proposed map that the nature of people's property would change. He noted he is concerned about the resources we are expending with our City staff on taking a path that is impacting so many people without Council having provided direction

to staff and he takes responsibility for that. He stated he hopes through this discussion that we might better focus on a path that doesn't have unintended consequences of changing the nature of people's property. He noted we don't have the resources to engage more when we are having a hard time enforcing what we have right now.

King stated in this discussion he would like Council to consider helping our Manager focus our staff on preparing a proposal on how to update TS-1, TS-2, B-1, & B-2 of how to handle where there allowed right now. He added that we do not change the nature of our other zoning districts because people bought their homes with the expectation that they would not have this activity around them.

King stated in updating this part of our zoning ordinance he doesn't think we want a proposal as a Council that changes the designation of R-1 or R-2. He stated if we start changing those designations by stating it is no longer R-1 and we are going to allow all of these different uses, we are going to have the law of unintended consequences of telling taxpayers that bought their homes with the expectation that there are no short-term rentals in their district and changing the character of their neighborhoods.

King stated the discussion he wanted to have with Council is to consider giving our Manager and our staff a direction and give peace of mind to the citizens that bought in areas that they knew short-term rentals would not be allowed in and let them know we are not going down that path.

Mayor Filkins stated she was surprised to see this item on the agenda because as with anything that pertains to any changes for consideration in zoning, there is a long process that we have to go through. She noted there have been no amendments brought forward from the Planning Commission to Council for consideration. She stated the couple of meetings that staff set up for conversation were simply to open the discussion about short-term rentals because it became an issue in the public due to concerns being brought forward to us.

Mayor Filkins noted review of the whole zoning ordinance has been going on for years and it was coming forward to the Planning Commission when the concern about short-term rentals occurred. She stated there is a process that we have to step through and the process begins with discussion and gathering as much information as we can from everyone in the City of Cadillac. She noted having the public forums was something additional that we hadn't done before because we knew there was going to be a lot of discussion and a lot of concern.

Mayor Filkins noted it is not the job of John Wallace or Marcus Peccia to make these decisions, it's their job to facilitate the process that statutorily is a mandated process that we have to step through to ensure we are having all of the correct public meetings. She noted the Planning Commission is comprised of seven (7) individuals that have a lot of experience. She stated when an item comes to the Planning Commission from the staff it is reviewed and then the Planning Commission decides if they are going to schedule a public hearing(s) or send it back to staff to provide more information. She noted if a public hearing(s) is scheduled property owners will be notified if they are in the affected areas. She stated the Planning Commission will bring forward what they believe is in the best interest of the citizens of Cadillac and then send it to Council. She noted at that time Council can determine whether to send it back to the Planning Commission for more information or modifications until Council

believes there is a proposed amendment that Council can move forward with and set a public hearing(s).

Mayor Filkins stated there was never any opportunity tonight for Council to make any type of decision because the process hasn't really even started yet other than the public forums. She noted the public forums and public hearings are important because we do want to hear from the public. She stated we don't want to leave it up to Lansing to make a decision about how we zone for anything.

Schippers stated she is a little upset that so many people believe this is already a done deal because it hasn't even gone to the Planning Commission yet. She noted she was a former Planning Commissioner before she ran for City Council. She stated the Planning Commission is made up of people who aren't politicians but are neighbors in every part of the City. She noted the Planning Commission starts the process and then forwards the item to Council. She stated nothing has changed and this is just preliminary which is why people have not been notified. She noted the meetings that were held were public forums not public hearings and the forums were held to make people aware that this discussion is beginning. She stated policy is never made from a single survey. She noted Council will ultimately make the final decision on whether or not to adopt new zoning ordinances or new policies. She stated over the years there have been multiple issues with zoning because the zoning ordinance is not clear and needs to be updated.

Elenbaas thanked everyone for attending the meeting and stated he believes they are here because they feel they haven't been listened to. He stated it is early in the process but it's never too early to speak out.

Engels stated he agrees with Council Member Elenbaas. He noted the petition sheets and everyone attending the meeting is more important and more valuable than any survey results. He stated he appreciates everyone who has put their time into gathering signatures on the petitions.

King stated Council's job is to give staff direction on how to proceed and how to go through this process to make sure resources aren't expended for options we don't want. He noted he thinks it is our duty on policy to provide some direction.

Motion was made by King to let our Manager know that as a policy direction in looking at updating our zoning ordinance, we would like to see the option of updating our TS-1, TS-2, B-1, and B-2 and how that would handle short-term rentals. We aren't looking for an option that would change the nature of R-1, R-2, or the other designations.

King stated therefore the process can move forward and it gives direction both to our Manager and the staff as to how to proceed.

Engels stated it seems that we are doing two things at the same time which makes it very complicated. He noted we are updating our zoning definitions as part of the master zoning update. He stated as we are dealing with short-term rentals now, what we are looking at is how short-term rentals will be allowed when the zoning definitions are updated. He noted that aside from this process we need to look at our current zoning definitions and how we allow or don't allow Airbnbs within our current zoning definitions. He stated he supports the

zoning updates but that really doesn't have anything to do with short-term rentals. He noted we have been working on the zoning updates for a while. He stated we drug our feet on the short-term rental issue when it appeared that Lansing was going to take control away from us and then in the past year it became a significant problem as more and more complaints came in about the neighbors.

City Attorney Genovich stated she doesn't think Council can direct or limit the scope of the Planning Commissions considerations but ultimately it would come back to City Council. She noted this is a long process and the process really hasn't officially started yet because we aren't even to the Planning Commission. She stated it is rare but good to have this kind of robust discussion on an important issue before it even gets to the Planning Commission. She added because then a lot of legwork is done and there is already public interest so when we do get to the point of providing those required notices, people are prepared and all set to be engaged. She stated when it does get to the Planning Commission there are notices and publications both in the newspaper and on the City's website. She noted if rezonings are proposed there are mailed notices, public hearing(s) at the Planning Commission, and other public hearing(s) at the City Council so there are many opportunities to be heard.

Genovich stated it is helpful to have this now but she wants to echo what Mayor Filkins and Council Member Schippers said that this is in no way a done deal. She noted the version of the zoning ordinance that eventually reaches Council might not look anything like this as it relates to short-term rentals or anything else. She stated this is preliminary work intended to generate discussion.

Mayor Filkins asked City Attorney Genovich to provide an update on enforcement.

Genovich stated cease and desist letters were sent to at least eleven (11) properties that we believed to be operating short-term rentals in violation of the current zoning ordinance. She noted in some cases the letters resolved the issue and Council decided to proceed with filing lawsuits against two (2) properties that had generated a number of complaints. She stated the lawsuits were filed in July and in one case the defendant has filed an answer and in the other case the defendant has not filed an answer. She noted both cases remain pending in Wexford County Circuit Court. She stated enforcement would be something the Planning Commission and Council would look at closely to make sure that if and where short-term rentals are permitted that there are robust licensing and enforcement provisions.

Peccia asked City Attorney Genovich if Council provides the direction of initiating the process of codifying our Community Director's interpretation of the zoning code regarding short-term rentals, specifically to create the update that codifies TS-1, TS-2, B-1, and B-2 as the only zones, would it first need to go to the Planning Commission and if it was advisable with the current pending litigation.

Genovich stated that any change to the language of the zoning ordinance or zoning maps requires the entire process so that would have to go through the Planning Commission public hearing(s) back to Council public hearing(s). She noted we are enforcing the current ordinance and working toward the amendments we want to make. She stated she doesn't see those two paths as incompatible because we have an ordinance right now and if it is not being followed, we should compel people to follow it. She noted enforcement sometimes takes the form of a lawsuit, but it doesn't always take that form. She stated the first step often

is to educate and inform people if they don't know that they're not allowed to engage in this use and try to seek voluntary compliance. She noted then we go to a formal letter, often first from the City then from her office identifying this is what is being violated, these are what the consequences are and stating we are going to have to go to court if we don't get your voluntary compliance, then we go to the step of litigation. She added she doesn't see any reason why the City wouldn't still work through the zoning ordinance amendments while that's going on.

Peccia noted the zoning updates we are looking at is the whole zoning code. He stated the short-term rental piece is just a component of that.

King stated the motion he has on the table is regarding direction of a policy it is not usurping the Planning Commission or anything else but helping giving staff that option. He noted it's been presented by our Community Development Director that it is Option A or Option B and that includes a lot more short-term rentals, which he believes is why we are seeing a panic on the part of public. He stated there is a process to follow and he thinks the Mayor and Council Member Schippers have appropriately stated the process.

2023-157 Provide direction regarding short-term rentals.

Motion was made by King and supported by Elenbaas to have the Manager inform the staff that our policy direction is to look for options in relation to TS-1, TS-2, B-1, and B-2. If nothing else, that adds an option that's been completely ignored by staff thus far and gives them direction that they need to look at and be working on.

Engels asked the City Manager to talk about the possible timeline for the major zoning updates.

Peccia stated he doesn't have a specific date but based on all of the feedback that has been received just on the short-term rental issue he doesn't believe we will be prepared to go to the Planning Commission this month or next month. He noted that including the original zoning districts in the analysis, those that were mentioned by Council Member King, is fine. He stated even if the City were to codify that before the entire zoning code comes forward it would not cause an issue. He noted those districts were identified by the Community Development Director under his interpretation of the current zoning code which is silent on short-term rentals as we define them today. He stated when the code was written there was no such thing as short-term rentals. He noted a number of years ago Council approved a resolution of "no support" that was sent to Lansing stating we do not want to lose our ability to control zoning at the local level.

Engels asked Council Member King if he is asking that we use the TS-1, TS-2, B-1 and B-2 map as a zoning overlay essentially with the new zoning map and use this as an Option C or is he suggesting that we direct our Planning Commission to start the process with the current zoning.

King stated what he is saying is that we need to update our current zoning districts which they are allowed in right now which are TS-1, TS-2, B-1 and B-2 and then the Planning Commission will consider if they want to keep those areas as the only areas for short-term rentals.

Mayor Filkins stated ultimately, we want to make these decisions here with our community. She thanked the members of the public for being here to help us with that discussion and for being willing to be part of that discussion.

Engels asked if this passes then the timeline for this is probably going to be quicker than it would have, meaning there will be moments to be at a Planning Commission meeting sooner rather than later.

King stated this is providing our policy direction to give the Planning Commission ideas of what we're thinking at this level and it's still important for everyone to be involved.

Motion unanimously approved.

ADOPTION OF ORDINANCES AND RESOLUTIONS

A. Adopt Resolution Amending General Appropriations Act for Fiscal Year 2024.

Peccia stated the City is embarking on a significant economic development package working with our Cadillac Industrial Fund (CIF) and an out of country manufacturer in the rubber industry that is very interested in acquiring land within our industrial area. He noted the acquisition cost is \$250,000 and the general appropriation request is \$275,000. He stated it's to appropriate funds to purchase the industrial park lot and pay for surveys and other expenses that may be required. He noted the fund currently has over \$580,000 on hand.

2023-158 Adopt Resolution Amending General Appropriations Act for Fiscal Year 2024.

Motion was made by King and supported by Elenbaas to adopt the Resolution Amending General Appropriations Act for Fiscal Year 2024.

Motion unanimously approved.

B. Adopt Resolution to Approve Purchase of Real Property.

2023-159 Adopt Resolution to Approve Purchase of Real Property.

Motion was made by Engels and supported by King to adopt the Resolution to Approve Purchase of Real Property, accordingly.

Motion unanimously approved.

Mike Hamner, President of the CIF, noted Craig Hewett, Secretary of the CIF, is also in attendance. Mike Hamner stated this is another long journey we started 5 years ago of turning the Mitchell burnt out building into something that is working as an industrial base for the City. He noted the first goal of the CIF is to retain manufacturers and the second goal is to attract manufacturers.

PUBLIC COMMENTS

Lorri King stated the statute does not require notices to be sent to property owners when the zoning ordinance changes and their property designation changes if several parcels are being changed at one time. She added the only notice requirement is a posting in the paper. She urged Council to insist that individual property owners receive a notice.

Andy Cook stated there was a lot of passion expressed tonight about things being changed to something that didn't suit what they felt was the best version of Cadillac. He noted there is also a lot of passion expressed about enforcement and he urged Council to take action quickly.

Rick Torres noted some people didn't want to sign the petition that was being circulated because they were afraid of what their neighbors might think of them. He talked about the importance of Council having the trust of the community.

Andy VanAlst thanked Council but noted he is still uncertain about what will happen in the future regarding short-term rentals.

GOOD OF THE ORDER

King stated he agrees with the comments made by Lorri King because they have looked at the law. He noted he would like to add an agenda item to a meeting for Council to consider a statement that we will be more restrictive than we are required to be and will provide notices to all of the affected properties whether we have to or not. He noted he would like a policy direction from Council that states, "we don't care if you have to, ethically you must". He stated he doesn't want a staff member carrying out a policy on their own. He noted if people own property they need to be spoken with if we are going to suggest that we change a label on their property that changes the nature of their property. He stated he believes it is ethically required that we have that communication with the citizens.

Schippers stated she appreciates everyone coming to the meeting.

Elenbaas thanked everyone for attending the meeting and speaking out. He stated it still saddens him when he hears people say that Council doesn't listen. He noted he hopes this is a good example of "when you speak, we will listen".

Mayor Filkins thanked everyone and stated the meetings are a lot more interesting when there are members of the public in attendance.

CLOSED SESSION

Adjourn to closed session to consult with the City Attorney regarding trial or settlement strategy in connection with pending litigation in *City of Cadillac v Casity Kao*, Case No. 23-0030949, and *City of Cadillac v Neil & Jo Almond*, Case No. 23-0030948, for the reason that an open meeting would have a detrimental financial effect on the litigating or settlement position of the City and to discuss a written confidential legal opinion with the City Attorney.

2023-160 Adjourn to closed session.

Motion was made by Schippers and supported by Elenbaas to adjourn to closed session to consult with the City Attorney regarding trial or settlement strategy in connection with pending litigation in *City of Cadillac v Casity Kao*, Case No. 23-0030949, and *City of Cadillac v Neil & Jo Almond*, Case No. 23-0030948, for the reason that an open meeting would have a detrimental financial effect on the litigating or settlement position of the City and to discuss a written confidential legal opinion with the City Attorney; invite Adam Ottjepka, Director of Public Safety.

Motion unanimously approved.

2023-161 Return to open session.

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

Motion unanimously approved.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra Wasson, City Clerk



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

Today's Date 6/9/2023

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

Parade Request Form

Name of Parade Cadillac Homecoming Parade
Purpose of Parade Homecoming
Requesting Organization Cadillac Area Public Schools
Contact Person(s) Malinda Martin Baker
Contact Phone [REDACTED] Contact Email [REDACTED]
Date of Parade 10/16/23 Approx. number of participating groups 70
Requested Route ☐ Lake Street ☒ Mitchell Street Staging Time 4:00AM/PM
Starting Time 5:00AM/PM Ending Time 6:00AM/PM

City of Cadillac & State of Michigan Rules

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

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

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

Malinda Martin Baker
Signature



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

Today's Date 1/5/23

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

Banner Request Form

Monday Banner Start Date 10/9/23

Monday Banner End Date 10/16/23

(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 Local Awareness

Organization CAVBIACC

Contact Person Marci Hensley

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 Marci Hensley Signature [Signature] Date 1/5/23

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



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

Today's Date

11/15/2022

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

Banner Request Form

Monday Banner Start Date 10/16/2023

Monday Banner End Date 10/30/2023

(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 National Friends of the Library Week
Organization Friends of the Cadillac Wexford Public Library Contact Person Vicki Hong
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.
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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 Vicki Hong Signature Vicki Hong Date 11/15/2022

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 _____
City Manager _____	Date Approved _____	Comments _____
State of Michigan _____	Date Approved _____	Comments _____
City Council _____	Date Approved _____	Comments _____

PHOTO: FRIENDS OF THE CADILLAC LIBRARY BANNER



September 18, 2023

Council Communication

Re: Request to hang purple lights on light poles for Domestic Violence Awareness Month

Oasis Family Resource Center provides services to Wexford/Missaukee residents who have experienced domestic violence and sexual assault, including emergency temporary shelter, transitional housing, counseling, advocacy, and case management. October is Domestic Violence Awareness month. This year, in addition to their annual candlelight vigil and pop-up education & awareness sessions, they are also asking downtown businesses to partner with them in bringing awareness to domestic violence and the services that are available to those who have been victimized by displaying purple lights in their storefront windows and making informational DV awareness brochures available to their patrons.

They are asking the City to support their awareness efforts by hanging purple lights (which they will provide) in the core downtown Cadillac area during the month of October. They would love to see the entire downtown area glowing purple during October so that survivors know that they are not alone, that they are supported by their community, and that there are services available to help them.

Recommended Action

It is recommended that City Council approve the request to hang purple lights on light poles in the core downtown area during the month of October for Domestic Violence Awareness Month.

September 18, 2023

COUNCIL COMMUNICATION

Re: Appointment of Aaron Fekete to a Four-Year Term on the Downtown Development Authority (DDA)

Aaron Fekete has expressed interest in serving on the Downtown Development Authority (DDA) for a four-year term.

Requested Council Action:

Motion to appoint Aaron Fekete to a four-year term on the Downtown Development Authority (DDA), which will expire on 09/18/2027.



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

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

To which committee, board or commission are you seeking appointment? Please check all that apply.

- | | |
|--|---|
| ☐ Airport Authority | ☐ Economic Development Corporation |
| ☐ Board of Review | ☐ Elected Officials Compensation Commission |
| ☐ Brownfield Redevelopment Authority | ☐ Election Commission |
| ☐ Cadillac Area Council for the Arts | ☐ Housing Commission |
| ☐ Cadillac-Wexford Transit Authority | ☐ Local Development Finance Authority |
| ☐ Cadillac West Corridor Improvement Authority | ☐ Planning Commission |
| ☐ Cemetery Board | ☐ Retirement Board to Administer Act 345 |
| ☐ Civil Service Commission | ☐ Zoning Board of Appeals |
| ☐ Clam River Greenway Committee | ☐ Construction Board of Appeals |
| ☐ Historic Districts Commission | ☐ City of Cadillac/Clam Lake Joint Planning Commission |
| ☐ Diggins Hill Tennis Court Fundraising Committee | |
| ☒ Downtown Development Authority | ☐ Other _____ |

Please print or type:

Name AARON Fekete Address [REDACTED]

Telephone: Home _____ Business/cell [REDACTED]

E-mail [REDACTED] Date available for appointment 8-21-2023

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

Community Service

List boards, commissions, committees or community service organizations that you are currently serving or have served upon, offices held, and in what municipality or county.

CTC - Board of Hospitality/Business

Please check all that apply:

☒ Downtown Development Authority

☐ Other

☐ District Planning and Landmarking Commission

☐ Historic Districts Commission

Employment and Education

List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained.

Bachelor Degree of Sociology

Entrepreneur/Business Owner Downtown Cadillac

SR. Manager of a Business in Bangladesh (5 years)

Have you ever worked for the City of Cadillac? ☐ Yes ☒ No

If yes, please list dates and names of departments.

Why do you have interest in serving on this board/commission/committee?

I am invested here and with my world experience and as one who is native to Cadillac I believe I have much insight and modern ideas in collaboration with the board to aid in the growth of the city?

Personal

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest? ☐ Yes ☒ No

If yes, please indicate potential conflicts.

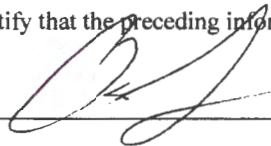
Are you aware of the time commitment necessary to serve on the committee, board and/or commission to which you seek appointment, and will you have such time? ☒ Yes ☐ No

Please provide information about specific training, education, experience or interests you possess that qualify you as an appointee to the position you seek.

- Business Leadership
- Local Downtown Business owner
- BA Sociology

I hereby certify that the preceding information is correct to the best of my knowledge.

Signature



Date

9/13/23

You are invited to attach additional pages, enclose a copy of your résumé or submit supplemental information that you feel may assist in the evaluation of your application.

Mail or return your completed application to:

Marcus Peccia, City Manager
City of Cadillac
200 N. Lake St.
Cadillac MI 49601

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

September 18, 2023

Council Communication

Re: Early Voting Agreement

Following the adoption of Proposal 2022-2, the Michigan Constitution requires each municipality to have at least one early voting site for statewide and federal elections. One of the options available to achieve that is to enter into an agreement with the county authorizing the county to conduct early voting. Wexford County is going to be facilitating early voting, and will be using their Lake Street facility located approximately one-block north of City Hall as their site.

Recommended Action

It is recommended that City Council authorize the City Clerk to execute an agreement with Wexford County to conduct early voting, subject to legal review by the City Attorney.

September 18, 2023

Council Communication

Re: Emergency Screw Pump Bearing Replacement

The City recently replaced the north preliminary screw pump at the wastewater treatment plant. During installation of this pump, the lower bearing assembly in the existing middle preliminary screw pump failed. With one pump being installed and the second pump having a bearing failure, the plant was left with only one working screw pump. It was determined that a replacement of this bearing was the best repair option, and this needed to be done very quickly since the contractor was already on site and this critical pump was not operable.

Lakeside Equipment Corporation was on site to assist with the screw pump replacement, so to expedite the repair and restore the system quickly, they were authorized to replace the bearing in the failed pump. They had a crane on site to install the new pump and were able to utilize this crane to raise the middle screw pump so their crew could replace the bearing in the failed pump. This saved the City a mobilization fee and got the pump back online as quickly as possible, thereby avoiding any further disruption to the treatment process.

The total cost of this emergency repair was \$9,055.

September 18, 2023

Council Communication

Re: Well #8 Pump Replacement

On July 17, 2023, City Council awarded a “Water Well Cleaning Project” to the low bidder, Northern Pump and Well. During the project it was discovered that the 6-stage pump in well #8 had significant maintenance issues and needed to be repaired or replaced. Replacement of the pump at a cost of \$14,724 was determined to be the best course of action.

Recommended Action

It is recommended that the City Council increase the original award to Northern Pump and Well by \$14,724 to include the purchase and installation of a new 6-stage pump. This will increase the award from \$56,320 to \$71,044. This amount is still below the second bid amount. Funds are available in the Water and Sewer Fund.

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.



6837 W. Grand River Ave.
Lansing, MI 48906

City of Cadillac
ATTN: Jeff Dietlin
200 Lake Street
Cadillac, Mi 49601

Proposal

Date	Proposal #
9/7/2023	23-Q2954A

Description	Qty	Rate	Total
Thank you for the opportunity to present you with this proposal for necessary repairs to your pump setting for well 8.			
Pump New 6 Stage 1000 GPM at 350 TDH, Stainless Steel Impellers, Stainless Steel Bowl fasteners	1	14,724.00	14,724.00
Please see attached pictures of the pump that was removed from well #8. We disassembled it and found that it had been repaired at least once before. The skirts on the impellers have been turned down to 5.162 from 5.336 and built back up to fit the ware ring that were put in bowl castings. Pump bowl casting were also machined out to accommodate the ware rings. The bronze pump bowl casting were worn out to the bearing supports. The pump SST shaft was whipped out and was in part the cause of the damage. In my opinion this pump is not a good candidate for rebuilding and if so we would not offer a warranty	1	12,565.00	12,565.00
Disassemble Pump and wash - 3 hours Inspect pump bowl for damage - 4 hours Line bore pump bowl casting back form being oblong - 8 casting - 16 hours Machine bowl casting ware ring material from bowl casting - 8 casting - 16 hours Marching impeller ware ring from impeller skirt - 6 impellers - 8 hours Machine new Pump Bowl casting ware rings - 8 hours Machine new impeller ware rings - 8 hours Machine new over sized Pump Bowl Casting bushings - 8 castings - 12 hours Install New Bronze ware rings on and in Impellers, Bowl castings and install bowl bushing - 16 hours Reassemble Pump - 4 hours			
Materials			
1 1 1/16 - 416 SST bowl shaft New Bronze Ware Ring material - Impeller ang Bowl Casting New Bronze Over sized Bowl casting Bushing 72 - 316 SST 1/2 inch cap screw fasteners			
Machine Rates \$125.00 per hour			
If you have any questions, feel free to call 877-477-1757 or 517-322-0219		Total	



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Lansing, MI 48906

City of Cadillac
ATTN: Jeff Dietlin
200 Lake Street
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Proposal

Date	Proposal #
9/7/2023	23-Q2954A

Description	Qty	Rate	Total
NOTE: Should conditions change and/or any additional work be required, beyond the original scope of this project, our standard hourly rates will apply. Northern Pump & Well will consult with you prior to the additional work being performed. Signature: _____ Date: _____ Purchase Order No. (if required): _____ * If this proposal meets your approval, please sign / date and return to fax number:..1-517-322-0135			
If you have any questions, feel free to call 877-477-1757 or 517-322-0219			Total \$27,289.00