



City Council Meeting

May 6, 2024

6:00 p.m.

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



May 6, 2024 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 15, 2024
Support Document III-A

IV. PUBLIC HEARINGS

- A. Public hearing to consider adoption of Ordinance Vacating Certain Streets and Alleys and Reserving a Public Utility Easement in Favor of the City of Cadillac.
Support Document IV-A

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V. COMMUNICATIONS

- A. Memorial Day Parade
Support Document V-A
- B. Back to the Bricks Car Show
Support Document V-B
- C. Bandit Run
Support Document V-C
- D. UpBeat Cadillac
Support Document V-D
- E. Model T International Group
Support Document V-E

VI. APPOINTMENTS

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

VII. CITY MANAGER'S REPORT

- A. Bids and recommendation regarding Grinder Pump Replacement.
Support Document VII-A
- B. Bids and recommendation regarding Ventilation Fans.
Support Document VII-B

VIII. INTRODUCTION OF ORDINANCES

- A. Adopt resolution to introduce Ordinance to Amend Section 42-201 and 42-202(3) of Chapter 42 of the City Code to Adjust Water Rates in the City of Cadillac and set a public hearing for May 20, 2024.
Support Document VIII-A
- B. Adopt resolution to introduce Ordinance 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 20, 2024.
Support Document VIII-B
- C. Adopt resolution to introduce Ordinance Establishing General Appropriations Act for Fiscal Year 2025 and set a public hearing for May 20, 2024.
Support Document VIII-C

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IX. PUBLIC COMMENTS

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X. GOOD OF THE ORDER

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 15, 2024

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, Engels, Schippers, King, Mayor Filkins

Council Absent: None

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

APPROVAL OF AGENDA

2024-053 Approve agenda as presented.

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

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2024-054 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 2025-2030 Capital Improvement Program.

Owen Roberts, Director of Finance, presented highlights of the 6-Year Capital Improvement Program, 2025-2030 (see attachment).

Mayor Filkins opened the public hearing.

There were no public comments.

Mayor Filkins closed the public hearing.

2024-055 Approve Fiscal Year 2025-2030 Capital Improvement Program.

Motion was made by Engels and supported by Elenbaas to approve the Fiscal Year 2025-2030 Capital Improvement Program as presented.

Motion unanimously approved.

B. Public hearing to discuss the 2024/2025 Annual Operating Budget.

Owen Roberts, Director of Finance, presented highlights of the 2024/2025 Annual Operating Budget (see attachment).

Mayor Filkins opened the public hearing.

There were no public comments.

Mayor Filkins closed the public hearing.

King invited everyone to go online and review the budget. He noted during the work session Council discussed dedicating funds to enforcement of ordinances. He stated when feedback is received the City Manager is able to work with the Director of Finance and Director of Public Safety to plug those things into our budget. He stated this really is a process that invites members of the public to say what's important to them.

COMMUNICATIONS

A. Farmers Market

Schippers asked if there is an estimate for what it costs to put a banner over Mitchell Street.

Peccia stated he did not know the cost, but we could try to determine the cost. He noted in working with MDOT, the most recent interpretation on having banners going across their right-of-way, the City needs to somehow be part of the event. He stated it is our interpretation that we are part of the event by putting the banner up. He noted there is no other mechanism in which we are sponsoring or being part of the event.

Schippers noted in the past we have only put-up banners for non-profit organizations and the Farmers Market is not a non-profit organization. She asked if this opens us up to be putting up banners for other private businesses.

Peccia stated the new person at MDOT clarified that it is allowed as long as the City is somehow sponsoring the public event. He noted there are various qualifiers in the approval process.

2024-056 Approve banner for Farmers Market.

Motion was made by Elenbaas and supported by Engels to approve the display of a banner from May 28, 2024 to June 3, 2024 for the Farmers Market.

Motion unanimously approved.

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

2024-057 Approve street closure for Rotary Stride for S.T.R.I.V.E Memorial 5K.

Motion was made by Schippers and supported by Elenbaas to approve the closure of Sunset Lane from the Senior Center to Selma St. from 8:00 am to 11:00 am on May 27, 2024 for the Rotary Stride for S.T.R.I.V.E Memorial 5K.

Motion unanimously approved.

APPOINTMENTS

A. Recommendation regarding appointment to the Downtown Development Authority.

David Klein introduced himself and noted he is the owner of Threads North and has lived in Cadillac since 2015.

King stated when he received the Council packet he did not make the connection between David Klein and Threads North. He noted he would like to see more information included in the application or supplied by staff. He stated he believes David Klein will be a great addition to the Downtown Development Authority.

Engels noted when it comes to the Planning Commission or the Downtown Development Authority we are a little bit more concerned about membership so additional information is important. He mentioned he is happy that David Kelin applied and believes he is a qualified candidate.

2024-058 Approve appointment to the Downtown Development Authority.

Motion was made by Elenbaas and supported by King to approve the appointment of David Klein to the Downtown Development Authority for a 4-year term to expire on April 15, 2028.

Motion unanimously approved.

B. Recommendation regarding appointment to the Local Development Finance Authority.

2024-059 Approve appointment to the Local Development Finance Authority.

Motion was made by Schippers and supported by Elenbaas to approve the appointment of Brian Warner to the Local Development Finance Authority for a 4-year term to expire on April 15, 2028.

Motion unanimously approved.

Mayor Filkins stated she served with Brian Warner on the Brownfield Redevelopment Authority and he is a wonderful resource.

CITY MANAGER'S REPORT

A. Out-of-State Travel Request

Peccia stated the DDA is currently looking at becoming a Main Street USA certified city. He noted the national Main Street USA conference is being held in May in Birmingham,

Alabama. He stated the request is to send two (2) staff members to that conference and we believe there is enough value to justify the \$5,000 expense.

King stated he has been visiting downtown businesses and he is concerned with our Community Development Department because a lot of our stores and businesses do not feel that the City is necessarily friendly to deal with or is listening to what they need. He noted they are afraid of the parking assessment and sidewalk assessment coming back which will make it non-cost effective to be able to have their stores downtown. He stated he has also received concerns about not paying attention to the Cadillac West corridor.

King noted he is concerned about spending \$5,000 for an out-of-state trip when he doesn't think we are necessarily talking to and meeting the needs of our downtown. He stated we currently have a lot of vacancies in the downtown area. He noted the questions are what are we doing and why are we not hearing any plans to address this issue. He stated he has explained that the City is not in the business of necessarily being the developer but we should be in the business of creating an environment for which people think it is friendly to do business and not being afraid of unexpected increased costs.

King noted he would like to see resources spent on that communication and getting the feedback before we do an extravagant out-of-state travel.

Schippers stated she kind of disagrees. She noted the owners of Einstein Cycles were stunned at the responsiveness and welcoming nature of the City of Cadillac for their business. She stated she believes whenever there is an opportunity for networking and education that makes people do a better job and know more about how to do the job, it makes everything better. She noted she does not see this as a frivolous expense just as she doesn't see any other educational opportunity as frivolous. She asked Council Member King how does the amount of this travel transfer to the complaint he has regarding the Community Development Department. She stated she has not heard complaints from people she knows that have businesses in the community.

King stated this is an observation and a perception and also from feedback. He noted the vacancy rate in our downtown speaks for itself. He stated he agrees that we did a great job with Einstein Cycles so it's no degradation on our successes, but it is an observation of our failures to attend to the other needs.

Peccia reviewed some of the highlights of the conference that were included in the Council Communication and one of the topics to be covered is activating empty spaces.

Mayor Filkins noted she thinks the concern expressed by Council Member King about empty spaces is warranted and we have work to do. She stated she also thinks that ongoing education is important for our staff members. She noted this could be invaluable for the growth of the young lady that works in that department. She stated we know that downtown wants to do this Main Street Program and this is us investing in that desire for our downtown to be a part of that program. She noted we have an opportunity to provide some additional education to our staff members on an important program for our downtown so they can be more supportive to the downtown business owners.

Engels stated without invalidating any of the concerns expressed by Council Member King, he is a believer in investing in people and employees who are willing to put in the effort to improve their skills and knowledge. He noted he has been following the Main Street Approach™ and he thinks it presents a very positive vision and they come up with some good ideas.

2024-060 Approve Out-of-State Travel Request.

Motion was made by Schippers and supported by Elenbaas to approve the out-of-state travel request for the Community Development Director and Coordinator as presented.

Ayes: Schippers, Engels, Mayor Filkins

Nays: Elenbaas, King

Motion carried.

B. Bids and recommendation regarding Police Patrol Vehicle Emergency Equipment.

Peccia stated the recommendation is to award the purchase and installation of Police Patrol Vehicle Emergency Equipment to the lowest bidder, Pro Comm Inc., in the amount of \$86,010.69.

2024-061 Award purchase and installation of Police Patrol Vehicle Emergency Equipment.

Motion was made by King and supported by Engels to award the purchase and installation of Police Patrol Vehicle Emergency Equipment to Pro Comm Inc. in accordance with their bid.

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

GOOD OF THE ORDER

Peccia noted the DTE contractor has experienced a scheduling delay that is going to push back the start of the natural gas improvement and expansion program by 2-3 weeks.

Schippers stated she loves to see all of the great things happening in our community. She noted Sunday, April 21st from 1:00-3:30 pm is Earth Day at the Market. She stated there will be vendors, exhibits, music, and giveaways including free trees to every child. She noted Tuesday, April 23rd is the next meeting of the Cadillac Mayor's Youth Council.

Mayor Filkins stated the Cadillac Rotary is holding a fundraising gala. She noted the project that was chosen was a children's playground for Diggins Hill. She stated tickets are on sale on the Rotary website or they can be purchased from any Rotarian. She noted the event will be held at Fox Hill.

Elenbaas noted the Thursday night concert schedule is available.

King stated he received several calls from bikers and walkers about getting the bike path and the section of the White Pine Trail located in the City cleaned up. He stated he notified the City Manager, and the

power broom has been out working on it.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra Wasson, City Clerk

DRAFT



CAPITAL IMPROVEMENT PROGRAM



**6-Year Capital Improvement Program
FY2025-2030**

2025-2030 CAPITAL IMPROVEMENT PROGRAM

Introductory Information

What's the purpose?

- Planning
- Project Coordination
- Public Input and Communication

Is this required?

- Not by City, but Planning Act requires for 'public structures and improvements'
- Council approves, but does not appropriate funds at this point

How often is it updated?

- Annually as an early stage of the budget process

2025-2030 CAPITAL IMPROVEMENT PROGRAM

Introductory Information

How is a 'capital project' defined?

- An asset/project that costs in excess of \$7,500 with a useful life of more than one (1) year

How are projects identified?

- Departmental Requests
- City Council priorities
- Community Needs/Citizen Input
- Grants

2025-2030 CAPITAL IMPROVEMENT PROGRAM

Program Overview

Program identifies 128 projects costing **\$31,295,500** in capital projects for the next six (6) fiscal years.

TYPE	COST	#
Building	\$1,350,000	(12)
Utilities Infrastructure	6,681,000	(14)
Other Infrastructure	6,950,000	(3)
Streets and Sidewalks	4,605,000	(17)
Technology, Vehicles and Equipment	7,624,500	(66)
Recreation, Cemetery	3,435,000	(14)
Industrial Park Expansion	650,000	(2)
TOTAL	\$31,295,500	(128)

2025-2030 CAPITAL IMPROVEMENT PROGRAM

Project Highlights

Street Infrastructure project schedule – YEAR 1:

MAJOR STREETS

- Leeson Ave.* (*RR Tracks to 13th*) - \$220,000

LOCAL STREETS

- Repaving Project (Various) - \$150,000
- Burlingame Street (*13th to Ford*) - \$400,000

Years 2-6: \$3,485,000 (13 additional projects); need to address funding challenges

** May be completed in FY2024*

2025-2030 CAPITAL IMPROVEMENT PROGRAM

Project Highlights

UTILITIES INFRASTRUCTURE: 14 projects; \$6,681,000

- **Under Street Infrastructure Projects** – 8 projects; \$1,156,000; *Justification: Water/sewer mains and manholes replaced when streets are torn up;*
- **Sewer Lining** – 3 projects; years 1/3/6; *Justification: less costly than replacement; extends useful life of existing sewer mains;*
- **WWTP Headworks Project** – Year 3; \$3,500,000; *Justification: major upgrades needed to various sections of the wastewater treatment system; will require debt financing*

2025-2030 CAPITAL IMPROVEMENT PROGRAM

Project Highlights

FIRE TRUCKS: 2 purchases; \$3,000,000

- **Aerial Ladder Truck (Y2)** - \$2,250,000; current unit is a 1995 and a plan for replacement is needed;
- **Engine 1 Replacement (Y5)** - \$750,000; Engine 1 was built in 2000; typical life cycle is 15-25 years.

POLICE VEHICLES: 6 purchases; \$486,000

- **Police Patrol Vehicles (Y1-6)** – Have transitioned to SUV, utility-type PPV; increased costs; 8 total vehicles in fleet; 3 frontline patrol, K-9, Detective, Chief, 2 SRO

2025-2030 CAPITAL IMPROVEMENT PROGRAM

Project Highlights

DEVELOPMENT PROJECT OPPORTUNITIES:

- **Market Screens (Y1)** – \$850,000 - Replace failed screens with more durable solution; add bathrooms, sound system and other upgrades; *grant secured*
- **Diggins Hill Improvements (Y1, Y2)** – \$1,000,000 (\$150,000 in Y1 for playground) – grant funding required; opportunities for tennis, pickle ball, improved disc golf, etc.; *require outside funding*
- **City Dock and Grounds (Y2)** - \$700,000 – replace aging City dock adjacent to pavilion; other potential upgrades; *require outside funding*

2025-2030 CAPITAL IMPROVEMENT PROGRAM

Project Highlights

NEW DEVELOPMENT PROJECT OPPORTUNITIES:

- **Kenwood Park Development (Y3)** - \$1,000,000 – grant funding for additional recreation including pickle ball, bike paths, new/additional playground structures, parking improvements, etc.
- **Mitchell Street Corridor (Y4)** - \$6,000,000 – redesign streetscape and improve infrastructure along core downtown street; require partnership with MDOT, DDA, etc. as well as other outside funding.
- **Neighborhood Parks (Y3)** - \$400,000 – opportunities for grant funding to increase recreation opportunities for children in neighborhoods

2025-2030 CAPITAL IMPROVEMENT PROGRAM

Recommended Council Action

- Again – CIP is not required by City Charter or Ordinance
- Requesting Council approval for program
- Approves program as a plan but does not appropriate funds
- CIP available for viewing on City's website for about 4 weeks

QUESTIONS?



ANNUAL OPERATING BUDGET

PUBLIC HEARING

April 15, 2024

Budget Hearing Required by City Charter

Required by Charter

- Budget to City Council ‘...On or before the first day of April in each year...’ *(Section 10.2)*
- Public Hearing – public hearing in ‘...the second half of the month of April...’ *(Section 10.3)*
- Budget Adoption - ‘Not before the 10th day of May, nor later than the last day in May in each year...’ *(Section 10.4)*
Note: per Section 5.6(b)(5), appropriating funds requires the affirmative vote of four or more members of the Council.
- Budget Amendments – Budget ordinance grants authority to amend the budget, when necessary, by resolution

FY2025 Budget Summary

Total Revenue – All Funds:	\$23,907,500
Total Spending – All Funds:	<u>\$25,235,600</u>
Revenue under spending:	(\$1,328,100)

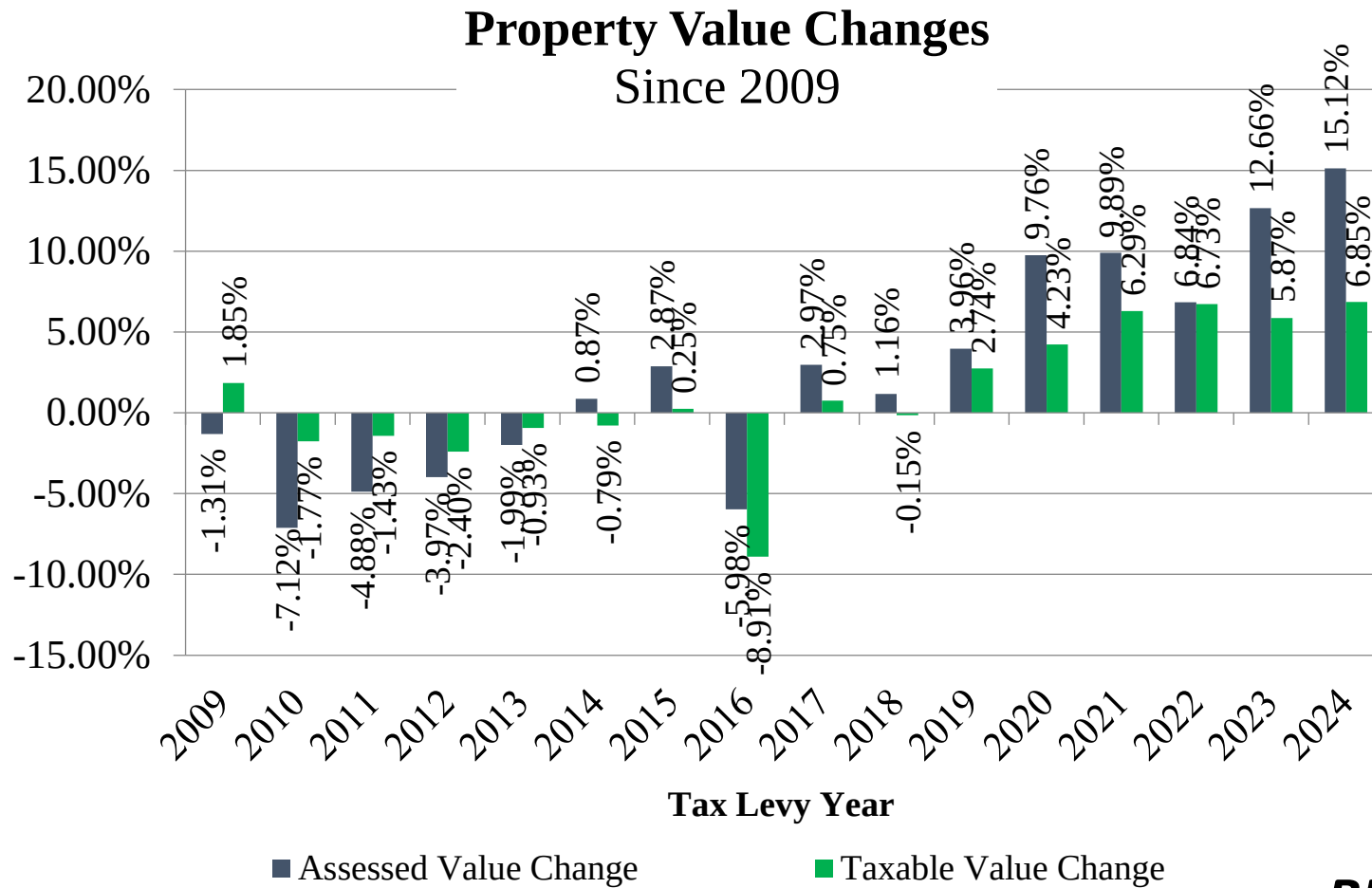
Use of reserves on hand represents spending significant **capital project** funds on hand, including:

- General Fund - **\$277,700**
- Major Street Fund - **\$98,700**
- Local Street Fund – **\$257,400**
- Downtown Infrastructure Project Fund: **\$455,000**

Budget targets several important priorities:

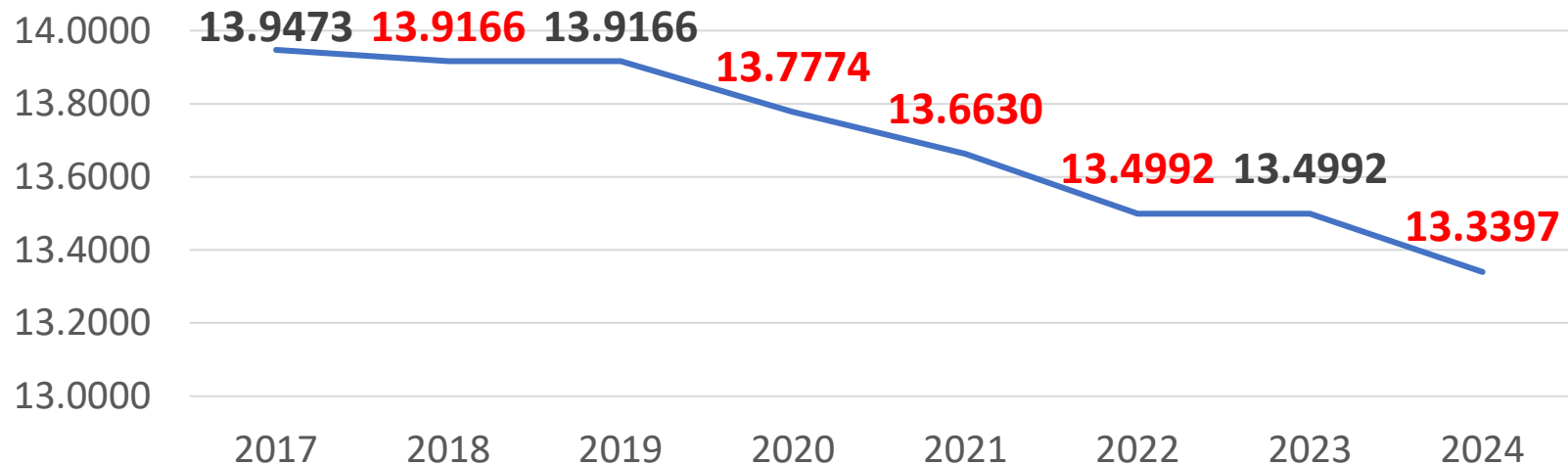
- Protection of Reserves
- Important investments -
 - ✓ Street Infrastructure (\$640k + Utilities)
 - ✓ People (COLA); Authorized staffing up 1 (SRO)
 - ✓ Public Safety (\$4.5M) (adds 2nd SRO)
 - ✓ Clean water; effective and efficient wastewater treatment (\$5.3M)

Tax Base



BUT...

Operating Millage – Headlee impact



Operating Millage levy for FY25: **13.3397 mills** (reduction of 0.6076 mills since 2017)

Millage rate reduced in 5 of the last 7 years due to growth restrictions of Headlee Amendment

Reduced current operating levy by ~\$186,000; current year reduction of about \$48k

Headlee also rolled back DDA millage from 1.8501 to **1.8058 mills**

Property Tax Revenue

Millage	Total Tax Levy	DDA Capture	LDFA Capture	Brownfield Capture	General Fund Revenue	Taxes Captured
General Operating	\$4,088,618	84,487	69,185	36,492	\$3,898,454	\$190,164
P&F Retirement	\$796,900	16,467	13,485	7,100	\$759,848	\$37,052

Total Levy: \$4,885,518 Total Captured: \$227,216

Millage Rates:

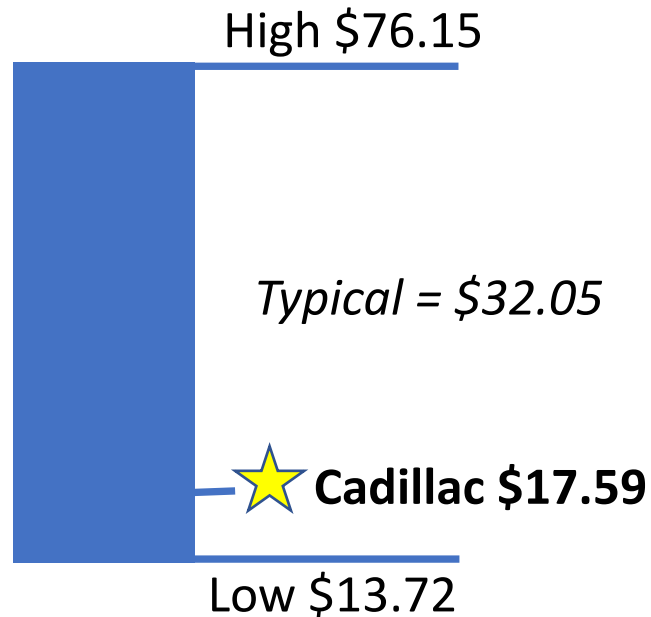
Operating: **13.3397 mills** (*down from 13.4992*)

P&F Retirement: **2.6000 mills** (*no change*)

DDA: **1.8058 mills** (*down from 1.8501*)

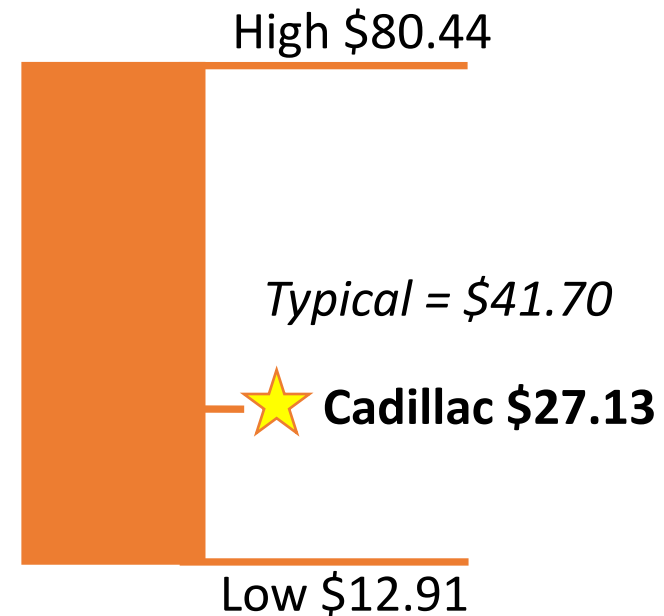
Water and Sewer User Charges

WATER



Cadillac = 6th lowest of 47

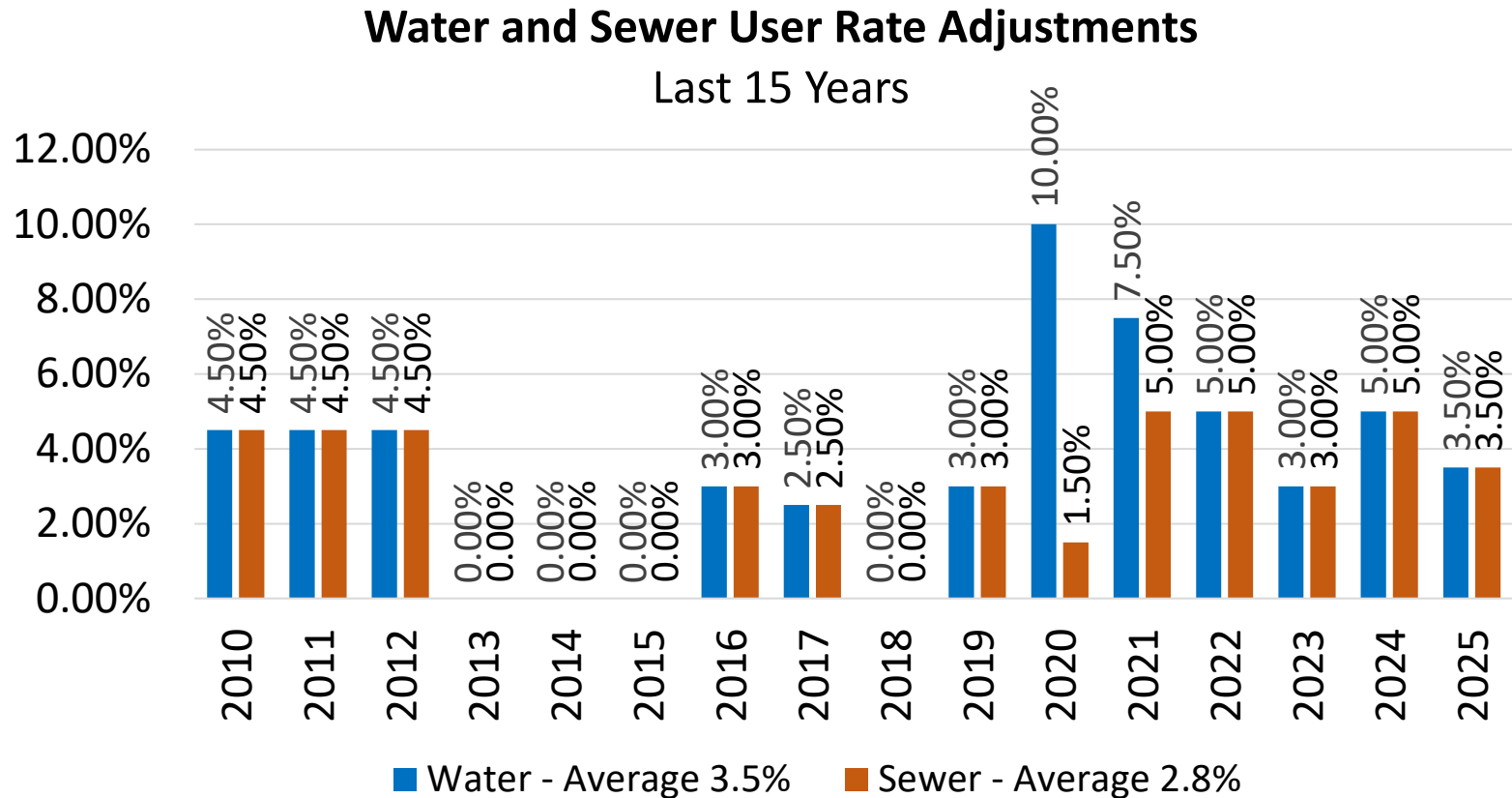
SEWER



Cadillac = 11th lowest of 48

Source: 2021 Water & Sewer Rate Study; Gosling Czubak Engineering Sciences, Inc.

Water and Sewer User Charges



Proposed 3.5% for FY2025; further analysis to generate additional user charges to sustain regular capital investment in systems

Justification: Comprehensive rate study performed by Municipal Analytics; presentation/Q&A on May 6, 2024

Other Budget Highlights

- **The Market** - \$825,000 for upgrades pursuant to PGSI grant funds; will see some costs in FY24
- **Consumers Energy Grant funds**- spending final funds (\$195,000); microparks, façade grants, blight
- **Downtown Infrastructure** – Street, sidewalk, parking improvements in conjunction with Lofts Phase II
- **Public Safety Contract Revenue** – MMR (\$100,000); CAPS SRO (\$125,000); Clam Lake Twp. (\$225,000)
- **Solid Waste/Recycling** – Monthly user charges up \$0.46/month combined (based on contractual indexes)
- **Blight** – Additional resources to bolster enforcement capacity

Public Process of Adopting Annual Budget

Public Meetings

- ✓ Goals/Capital Work Session 3/18/2024
- ✓ Work Session 4/1/2024
- ✓ Public Hearing 4/15/2024
- ✓ Introduce General Appropriations Ordinance 5/6/2024
- ✓ Public Hearing/Adopt General Appropriations Act Ordinance 5/20/2024

Budget available for public review and input

- ✓ City Clerk's Office
- ✓ www.cadillac-mi.net/FY2025Budget

Next Steps

City Council consider budget for adoption on May 20, 2024

- ✓ Ongoing opportunities to have additional budget discussions prior to adoption.

Owen Roberts; 231.779.7333

oroberts@cadillac-mi.net

- ✓ Changes/adjustments can be made up through adoption.
- ✓ Additional public hearing to adopt budget via ordinance.
- ✓ Budget would take effect July 1, 2024.

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Robert J. Engels
Stephen King
Bryan Elenbaas

RESOLUTION NO. 2024-____

**RESOLUTION TO ADOPT ORDINANCE NO. 2024-____,
ORDINANCE VACATING CERTAIN STREETS AND ALLEYS AND
RESERVING A PUBLIC UTILITY EASEMENT IN FAVOR OF THE CITY OF CADILLAC**

At a 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 6th day of May, 2024, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the City of Cadillac ("City") is authorized by statute to control its streets, alleys and public ways, and has the authority to vacate such streets, alleys, and public ways (MCL 117.4h; *Detroit Edison Co v City of Detroit*, 208 Mich App 26, 33; 527 NW2d 9 (1994));
and

WHEREAS, the Charter of the City of Cadillac provides that the City may, by ordinance and upon the affirmative vote of four or more members of the Council, "vacate, discontinue or abolish any highway, street, lane, alley or other public place, or part thereof" (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 public hearing; and

WHEREAS, the City of Cadillac owns an interest in certain streets and alleys (the "Streets and Alleys") described on Exhibit A to the proposed ordinance; and

WHEREAS, the City introduced an ordinance vacating the Streets and Alleys and authorizing the Mayor and/or the City Clerk to execute any and all documents necessary to give effect to the vacation of the Streets and Alleys, and to reserve a public utility easement; and

WHEREAS, the City published notice of the public hearing once at least twenty days before the public hearing and again at least 10 days before the public hearing and held a public hearing on May 6, 2024; and

WHEREAS, the City has determined that adopting the proposed ordinance vacating the Streets and Alleys and reserving to itself a public utility easement is in the best interest of the public health, safety, and welfare.

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

1. Ordinance No. 2024-____, Ordinance Vacating Certain Streets and Alleys And Reserving a Public Utility Easement in Favor of the City of Cadillac (the "Ordinance"), attached as Exhibit 1, is adopted.
2. The Ordinance shall be filed with the City Clerk.
3. The City Clerk is directed to publish a summary of the Ordinance in a newspaper of general circulation in the City of Cadillac within seven (7) days.
4. The Mayor and/or the City Clerk are hereby authorized and directed to execute any and all documents necessary to vacate the Streets and Alleys, to reserve a public utilities easement in the Streets and Alleys, to adjust the legal description of the

vacated Streets and Alleys as may be directed by the City Attorney, and to record the Ordinance with the Register of Deeds and to send a copy to the State Treasurer.

5. 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.

6. Any and all resolutions that are in conflict with this Resolution are hereby repealed, but only to the extent to give this Resolution full force and effect.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF WEXFORD)

I, Sandra Wasson, City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. 2024-____, duly adopted at a meeting of the City Council held on the ____ day of _____, 2024.

Sandra Wasson
City Clerk

ORDINANCE NO. 2024-03

ORDINANCE VACATING CERTAIN STREETS AND ALLEYS AND RESERVING A PUBLIC UTILITY EASEMENT IN FAVOR OF THE CITY OF CADILLAC

THE CITY OF CADILLAC ORDAINS:

Section 1.

Pursuant to MCL 117.4h and the Charter of the City of Cadillac and other applicable authority, the City hereby vacates and abandons certain public streets and alleys ("Streets and Alleys") located in the City and legally described on Exhibit A attached hereto, pursuant to MCL 560.257 and any other applicable authority. The City reserves to itself a public utility easement under, over and through the vacated Streets and Alleys for the purpose of constructing, installing, operating, maintaining, replacing and repairing any and all public utilities, including water, sewer, gas, electric, cable, fiber optic, telecommunications and any similar public utilities.

Section 2.

The Mayor and/or the City Clerk are authorized to execute any and all documents necessary to vacate Streets and Alleys and to reserve a public utility easement in the vacated Streets and Alleys and subject to the direction of the City Attorney, and as may be necessary, to make minor corrections to the legal description of the vacated Streets and Alleys.

Section 3.

The City Clerk is directed, pursuant to Section 20-4(b), 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 6th day of May, 2024.

Sandra Wasson, 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. 2024-____ was published in the Cadillac News on the ____ day of _____, 2024.

Sandra Wasson, City Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF WEXFORD)

On this ____ day of _____, 2024, 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
(Streets and Alleys to be vacated)

Real property in the City of Cadillac, County of Wexford and State of Michigan, and legally described as:

A portion of Garfield Street running East and West of Diggins Street, an alley South of Garfield Street running East to Diggins Street, then Diggins Street running North from that alley to Lincoln Street, and an alley North of Garfield running West from Diggins Street.



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

Today's Date 4/23/24

City Received Date



Parade Request Form

Name of Parade Memorial Day
Purpose of Parade Saints To Veterans
Requesting Organization Cadillac Area Honor Guard
Contact Person(s) Steve Birdwell
Contact Phone [REDACTED] Contact Email [REDACTED]
Date of Parade 5/27/24 Approx. number of participating groups 50
Requested Route ☐ Lake Street ☒ Mitchell Street Staging Time 9:00 AM/PM
Starting Time 9:00 AM/PM Ending Time 11:00 AM/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.

[Signature]
Signature



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

Today's Date 1/11/2024

City Received Date

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request Back To The Bricks Car Show

Contact Person Marci Hensley- Cadillac Area Visitors Bureau

Contact Phone [REDACTED] Contact Email [REDACTED]

Date: 6 / 9 / 2024

Street Closures

Street Name Mitchell St. Beginning Location Cass St. Ending Location Nelson St.
Beginning Time 12 : 00 AM/PM Ending Time 7 : 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 / /

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 Marci Hensley Signature Marci Hensley Date 1 / 11 / 2024

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 _____



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

Today's Date 1/11/24

City Received Date

Banner Request Form

Monday Banner Start Date 6 / 3 / 2024

Monday Banner End Date 6 / 10 / 2024

(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 Back To The Bricks Car Show Banner

Organization Cadillac Area Visitors Bureau

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

Marci Hensley

Date 1 / 11 / 2024

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 _____

APRIL 1994
VOL. 1, NO. 1
BY THE EDITOR

BACK TO THE BRICKS CADILLAC

www.backtothecadillac.org

Sun. June
Car Show & Demonstration
Vendors, Free Will



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

Today's Date 03/19/2024

City Received Date

Request Planning Guide

*This form must be completed and return to the City at least **60 days** before a **HIGH IMPACT** 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 7342 if you have questions.*

Applicant Name (Print) Marci Hensley & Molly Mackey- Nelson Contact Address 201 N. Mitchell St. Suite 102, Cadillac
Contact Phone(s) [REDACTED] Contact Email [REDACTED] m &
Sponsoring Organization Bandit Run ☐ Private ☒ Non-Profit
Purpose of Event Lunch Stop on Car Tour Approx # of Attendees 150 +

Beginning Date:	<u>06 / 10 / 2024</u>	Ending Date:	<u>06 / 10 / 2024</u>	Reoccurring:	YES	NO			
1st Day	<u>06/10/24</u>	Set-up	<u>8 : 00AM/PM</u>	Start	<u>11 : 00AM/PM</u>	End	<u>2 : 00AM/PM</u>	Clean-up	<u>2 : 00AM/PM</u>
2nd Day		Set-up	<u>: : AM/PM</u>	Start	<u>: : AM/PM</u>	End	<u>: : AM/PM</u>	Clean-up	<u>: : AM/PM</u>
3rd Day		Set-up	<u>: : AM/PM</u>	Start	<u>: : AM/PM</u>	End	<u>: : AM/PM</u>	Clean-up	<u>: : AM/PM</u>
4th Day		Set-up	<u>: : AM/PM</u>	Start	<u>: : AM/PM</u>	End	<u>: : AM/PM</u>	Clean-up	<u>: : AM/PM</u>

Please answer the following questions:

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

Please Circle

☒ Market at Cadillac Commons Rotary Pavilion City Park ☒ Cadillac Commons Plaza

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



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

Today's Date _____

City Received Date

The Market at the Cadillac Commons Reservation Form

*Please Submit 60-days Prior to Event Date
for HIGH IMPACT EVENTS*

Event Bandit Run

Please Circle:

☒ Electricity/Lights ☐ Heat

Usage Rules:

1. Profanity and offensive language is strictly prohibited.
2. Noise must be limited to levels that do not disturb the peace, and must be lowered at the City's request.
3. No decorations, props, or appurtenances shall be used or placed in a manner that will cause damage to the Market, grounds (including trees), or surrounding areas. The use of nails, tacks, staples, etc. is strictly prohibited, along with the use of stakes in the ground.
4. Any signage or decorations must be removed immediately following any event.
5. The sale of food and non-alcoholic beverages may require an additional license. (Code of Ordinances-Chapter 28)
6. The consumption or sale of alcoholic beverages requires approval of City Council. (Code of Ordinances-Chapter 26)
7. Damage to public properties or the City's cost incurred in cleanup and repair shall be the responsibility of the Applicant and the Permit Holder. Payment of any such assessment shall be due within thirty (30) days of notice of such cost or assessment.

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

Market Hours 7:00 AM through 11:00 PM

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

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

Signature Marci Hensley Total Fees Required: _____ Total Fees Paid: _____ Date 03 / 19 / PO Box 111



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

Today's Date 3/19/2024

City Received Date

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request Bandit Run

Contact Person Marci Hensley- Cadillac Area Visitors Bureau & Molly Mackey- Nelson- After 26 Depot

Contact Phone [REDACTED] Contact Email [REDACTED]

Date: 6 / 10 / 2024

Street Closures

Street Name Cass St Beginning Location Mitchell St. Ending Location Lake St

Beginning Time 10 : 00 AM/PM Ending Time 2 : 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 / 10 / 2024

Parking Lot Closures

Lot Location Cadillac Commons Plaza Street Cass St. Nearest Cross Street Harris St.

Splash Pad lots (2)

Beginning Time 12 : 00 AM/PM Ending Time 6 : 00 AM/PM

Lot Location _____ Street _____ Nearest Cross Street Chapin St.

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 Marci Hensley Signature Marci Hensley Date 3 / 19 / 2024

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 _____



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

02-03-24
Today's Date

City Received Date

RECEIVED
MUST BE OFFICIALLY CITY DATE STAMP
FEB 12 2024

Request Planning Guide

This form must be completed and return to the City at least 60 days before a HIGH IMPACT 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 7342 if you have questions.

Applicant Name (Print) Tim Scully Contact Address 12150 Caberfee Hwy

Contact Phone(s) _____ Contact Email _____

Sponsoring Organization UpBeat Cadillac ☐ Private ☒ Non-Profit

Purpose of Event Free Community Music Show Approx # of Attendees 250

Beginning Date: 06-20-24 Ending Date: 08-12-2024 Reoccurring: ☒ YES ☐ NO
1st Day _____ Set-up 5:00 AM/PM ☒ Start 7:00 AM/PM ☒ End 9:00 AM/PM ☒ Clean-up 9:30 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



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

Today's Date 02-03-2024

City Received Date

Cadillac Rotary Performing Arts Pavilion Reservation Request Form

Please Submit 60-days Prior to Event Date
for **HIGH IMPACT EVENTS**

Event UpBeat Cadillac 2024

Special Requests: Please Circle

Electricity

Water

Wind Screens

Sound System

Movie Screen/Projector System**

Weather Dependentafter dark only**

Usage Rules

1. Profanity and offensive language are 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 unloading/loading 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

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.

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

Signature

Total Fees Required: _____

Total Fees Paid: _____

Date

2 / 3 / 2024

From: Juanita Avila javila@cadillac-mi.net
Subject: Street
Date: Feb 23, 2024 at 8:52:03 AM
To: Tim Scully moover.ts@gmail.com

FEB 26 2024

RECEIVED

If you want lake street closed, you have to fill out this form otherwise you will not be allowed to close it

Thank you

Juanita Avila
Administrative Assistant DPW
Events Coordinator
Police/Code Enforcement Clerk



231-779-7342

www.cadillac-mi.net



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

Today's Date

2/23/2024

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

Live Music Show Case - 29th Annual "UpBEAT Cadillac"

Contact Person

Tim Scully

Contact Phone

Contact Email

* 10 consecutive Thursdays June 20, 2024 thru Aug 22, 2024

Date: 06/21 / ____

Street Closures

Street Name LAKE ST

Beginning Location

Ending Location PAVILION - Rotary

Beginning Time 5:00 AM/PM

Ending Time 9:00 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 ____ / ____ / ____

Parking Lot Closures

Lot Location

Street

Nearest Cross Street

Beginning Time ____: ____AM/PM

Ending Time ____: ____AM/PM

Updated May 2016



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

Today's Date 1/11/2024

City Received Date

Request Planning Guide

This form must be completed and return to the City at least 60 days before a HIGH IMPACT 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 7342 if you have questions.

Applicant Name (Print) Marci Hensley Contact Address Cadillac Area Visitors Bureau
Contact Phone(s) [REDACTED] Contact Email [REDACTED]
Sponsoring Organization Model T International Group Private ☐ Non-Profit ☒
Purpose of Event Fashion Show/Car Show Approx # of Attendees 300

Beginning Date: 7 / 15 / 2024 Ending Date: 7 / 15 / 2024 Reoccurring: YES ☐ NO ☒
1st Day 7/15/24 Set-up 1 :00 AM/PM Start 2 :00 AM/PM End 6 :00 AM/PM Clean-up 6 :00 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

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? Food Trucks

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



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

Today's Date 1/11/24

City Received Date

The Market at the Cadillac Commons Reservation Form

Please Submit 60-days Prior to Event Date
for **HIGH IMPACT EVENTS**

Event Model T Interenational Group

Please Circle:

X Electricity/Lights Heat

Usage Rules:

1. Profanity and offensive language is strictly prohibited.
2. Noise must be limited to levels that do not disturb the peace, and must be lowered at the City's request.
3. No decorations, props, or appurtenances shall be used or placed in a manner that will cause damage to the Market, grounds (including trees), or surrounding areas. The use of nails, tacks, staples, etc. is strictly prohibited, along with the use of stakes in the ground.
4. Any signage or decorations must be removed immediately following any event.
5. The sale of food and non-alcoholic beverages may require an additional license. (Code of Ordinances-Chapter 28)
6. The consumption or sale of alcoholic beverages requires approval of City Council. (Code of Ordinances-Chapter 26)
7. Damage to public properties or the City's cost incurred in cleanup and repair shall be the responsibility of the Applicant and the Permit Holder. Payment of any such assessment shall be due within thirty (30) days of notice of such cost or assessment.

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

Market Hours 7:00 AM through 11:00 PM

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

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

Signature Marci Hensley Total Fees Required: _____ Total Fees Paid: _____ Date 1 / 11 / 2024



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

Today's Date 1/10/23

City Received Date

All City Parks Request Form

Reason for Request Model T International Group

Organization Cadillac Area Visitors Bureau Contact Person Marci Hensley

Contact Phone [REDACTED] Contact Email [REDACTED]

Date Monday July 15th, 2024 Times 1pm-Clam Lake Band Starts

City Parks

Please Check One

- ☒ Downtown "Fountain" City Park
- ☒ Cadillac Commons Plaza
- ☐ Sound Garden
- ☐ The Bridge
- ☐ Naval Reserve Flower Open Space
- ☐ Tree Zoo Gazebo

City of Cadillac Guidelines:

Please read the following and initial to acknowledge your understanding

- ☒ All Parks are for public use.
- ☒ The Plaza nor the City Park in Cadillac Commons will have its general use, as an open space or park without organized activity, restricted to no more than two consecutive weekends.
- ☒ The City does not provide any porta potty's, tents, tables, chairs, rugs, extension cords etc
- ☒ The fountain may not be operating due to equipment breakdowns or weather conditions such as wind.
- ☒ I understand and agree to these requirements and understand if these are not met the request will be denied.
- ☒ Not all parks have space for tents, chairs etc.
- ☒ No digging, staking, or any other ground disturbing activity shall be performed except as authorized in the Permit and upon prior notification from the Operations Manager for DPW.
- ☒ No trucks or other motor vehicles are allowed in City parks except in designated parking lots or except those conveying specialized equipment for the Event, or otherwise allowed as stated in the Permit.
- ☒ Applicants shall provide a detailed site plan depicting facility location, if any, to be used or installed during the Event.

Permit Fee Schedule

Permits are required for reservations at the following facilities:

- The Market at Cadillac Commons
- The Rotary Performing Arts Pavilion at Cadillac Commons
- City Park at Cadillac Commons
- The Plaza at Cadillac Commons

Permit 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 occur a minimum of once a week, for four consecutive weeks. Two examples include a summer concert series and farmers' market. **Reoccurring events are not permissible in The Plaza or City Park at Cadillac Commons.**

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

Permit fees may be adjusted annually by 5% or the Michigan Consumer Price Index, whichever the greater.

All events require liability insurance.

Form can be emailed to javila@cadillac-mi.net or mailed to 200 N. Lake St. Cadillac, MI 49601.

Signature Marci Hensley Date 1 / 10 / 2024



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

Today's Date 2/6/2024

City Received Date

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request Model T International Group
Contact Person Marci Hensley- Cadillac Area Visitors Bureau
Contact Phone Contact Email

Date: <u>7 / 15 / 2024</u>		Street Closures	
Street Name <u>Cass St</u>	Beginning Location <u>Mitchell St.</u>	Ending Location <u>Lake St</u>	
	Beginning Time <u>12 : 00 AM/PM</u>	Ending Time <u>6 : 00 AM/PM</u>	
Street Name <u>Harris St</u>	Beginning Location <u>Mitchell St.</u>	Ending Location <u>Lake St.</u>	
	Beginning Time <u>12 : 00 AM/PM</u>	Ending Time <u>6 : 00 AM/PM</u>	
Street Name <u>Lake St.</u>	Beginning Location <u>Cass St.</u>	Ending Location <u>Harris St.</u>	
	Beginning Time <u>12 : 00 AM/PM</u>	Ending Time <u>6 : 00 AM/PM</u>	
Street Name <u>Lake St.</u>	Beginning Location <u>Cass St.</u>	Ending Location <u>Chapin St.</u>	
	Beginning Time <u>12 : 00 AM/PM</u>	Ending Time <u>6 : 00 AM/PM</u>	

Date <u>7 / 15 / 2024</u>		Parking Lot Closures	
Lot Location <u>Cadillac Commons Plaza</u>	Street <u>Cass St.</u>	Nearest Cross Street <u>Harris St.</u>	
<u>Splash Pad lots (2)</u>	Beginning Time <u>12 : 00 AM/PM</u>	Ending Time <u>6 : 00 AM/PM</u>	
Lot Location <u>Cadillac Commons</u>	Street <u>Lake St.</u>	Nearest Cross Street <u>Chapin St.</u>	
<u>Trail Head Parking Lot</u>	Beginning Time <u>12 : 00 AM/PM</u>	Ending Time <u>6 : 00 AM/PM</u>	
Lot Location <u>Cadillac Commons</u>	Street <u>Lake St.</u>	Nearest Cross Street <u>Chapin St.</u>	
<u>Long Lake Lot</u>	Beginning Time <u>12 : 00 AM/PM</u>	Ending Time <u>6 : 00 AM/PM</u>	

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 Marci Hensley Date 2 / 6 / 2024

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

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 6, 2024

COUNCIL COMMUNICATION

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

Malorie Bosscher has expressed her interest in serving as a member on the Downtown Development Authority (DDA) for a four-year term.

Requested Council Action:

Motion to appoint Malorie Bosscher to a four-year term on the Downtown Development Authority (DDA), which will expire on 5/06/2028.



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 Malorie Bosscher Address [REDACTED]

Telephone: Home [REDACTED] Business/cell [REDACTED]

E-mail [REDACTED] Date available for appointment Flexible

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.

See attached

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.

See attached

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?

See attached

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.

See attached

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

Signature Melvin Borcher

Date 4/25/24

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.

Community Service

Even though I have not had recent community service experience, my involvement in community service has left a lasting impact. As Miss NASF in 2015, I had the honor of volunteering at various festivals and events, bringing joy and support to the community. A high school initiative, Project Christmas, where we collected donations for blankets, allowed us to provide warmth and comfort to those in need during the colder months. Last year, at After 26 Depot, I played a pivotal role in planning events and volunteering at the Depot Music Fest, further enriching the community. These experiences have shaped me and inspired me to continue making a difference.

Employment and Education

After 26 Depot—My role at After 26 Depot was a significant stepping stone in my professional journey. As the Depot Vision runner, I had the opportunity to engage with community members, fostering relationships and raising funds for the project workers. This experience equipped me with a deep understanding of the Cadillac area and its people, instilling confidence in my ability to connect and contribute effectively.

Pine River Area Schools—I was the elementary music teacher for a couple of years, and I was able to volunteer at after-school activities. This position also taught me how to plan and execute events that would benefit this community.

Serendipity—I am currently the office manager at Serendipity, where I am responsible for planning, budgeting, and managing a timeline. This position has given me valuable experience in event management and coordination. To be involved, we must also understand what is happening downtown and in the surrounding areas, which has enhanced my knowledge of the local community and its needs.

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

I am eager to serve on the DDA and become more involved in our community. Our community is small but capable of achieving great things. The downtown events are always a success, and I am excited to contribute ideas that will attract more people to our downtown area and showcase the essence of Cadillac.

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

Some of my experience for this position would be in the jobs I have had in the past: planning concerts as a music teacher, planning events as an office manager, and organizing fundraisers. All of these have required me to work with deadlines, budgets, and other people. My interest in making our community the best it can be also helps qualify me for this position.

May 6, 2024

Council Communication

Re: Grinder Pump Replacement Bids

The FY2024 budget includes an appropriation of \$30,000 to replace the grinder pump at the lakefront bathroom facility near the Rotary Performing Arts Pavilion with a new duplex grinder pump system. The City recently solicited bids for this project and the following bids were submitted:

Contractor	Bid Price
Franke Septic Services Tustin, MI	\$25,500
Moore Mechanical Cadillac, MI	\$31,455
CJ's Excavating, Inc. Cadillac, MI	\$39,500

Recommended Action

It is recommended that the replacement of the grinder pump in the lakefront bathroom be awarded to Franke Septic Services in accordance with their bid. Funds are available in the Parks and Recreation Department in the General Fund.

May 6, 2024

Council Communication

Re: Purchase of Ventilation Fans

The FY2024 budget includes an appropriation of \$18,000 to purchase battery-powered ventilation fans used at fire scenes. The City recently solicited bids for this purchase and the following bids were received:

Contractor	Bid Price
West Shore Fire Allendale, MI	\$19,869.00
W.S. Darley & Co. Itasca, IL	\$14,743.20
Morgan Inland LLC Morgan Hill, CA	\$25,059.90
Fire Equipment Associates Inc. Flushing, MI	*\$14,175.00
Tiles in Style, LLC South Holland, IL	\$28,920.00
Heritage Fire Equipment Columbus, OH	\$14,938.56

** Did not include all required components*

Recommended Action

It is recommended that the purchase of ventilation fans be awarded to W.S. Darley & Co. in accordance with their bid. Funds are available in the Fire Department in the General 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. 2024-xxxx

**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 3.5%.**

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 6th day of May, 2024, 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 3.5%;

WHEREAS, the City wishes to consider increasing rates for the water supply system by 3.5%.

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. 2024-xx, Ordinance to Amend Sections 42-201 and 42-202(3) of Chapter 42 of the Cadillac City Code to Increase Water Rates in the City of Cadillac 3.5% (the "Ordinance," attached as Exhibit A).
2. A public hearing regarding the Ordinance shall be held on the 20th day of May, 2024, 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, Sandra Wasson, City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. ____, duly adopted at a regular meeting of the City Council held on the 6th day of May, 2024.

Sandra Wasson
Cadillac City Clerk

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

ORDINANCE NO. 2024-xx

**AN ORDINANCE TO AMEND SECTIONS 42-201 AND 42-202(3) OF
CHAPTER 42 OF THE CADILLAC CITY CODE TO INCREASE WATER RATES
IN THE CITY OF CADILLAC 3.5%.**

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	\$9.15
3/4	\$13.46
1	\$22.42
1 1/2	\$44.93
2	\$71.66
3	\$156.94
4	\$269.06
6	\$560.59
8	\$807.23

(2) *Commodity charge.*

Volume (100 cubic-foot unit)	Per Month (per unit)
0 to 600 cu. ft.	\$1.91
601 to 10,000 cu. ft.	\$1.63
10,001 to 100,000 cu. ft.	\$1.45
100,001 to 250,000 cu. ft.	\$1.26
250,001 and above	\$1.11

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)
$\frac{3}{4}$	\$3.27
1	\$5.60
1 $\frac{1}{2}$	\$11.12
2	\$17.95
3	\$38.96
4	\$67.02
6	\$139.85
8	\$201.51
10	\$324.58
12	\$481.11

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, 2024.

Approved this 20th day of May, 2024.

Sandra Wasson, City Clerk

Carla J. Filkins, Mayor

I, Sandra Wasson, City Clerk of the City of Cadillac, Michigan, do hereby certify that Ordinance No. 2024-xx was published in the Cadillac News on the _____ day of _____, 2024.

Sandra Wasson, City Clerk

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

RESOLUTION NO. 2024-xxxx

**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 3.5%.**

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 6th day of May, 2024, 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 3.5%;

WHEREAS, the City wishes to consider increasing rates for the sewer supply system by 3.5%.

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-xx, Ordinance to Amend Section 42-374 of Chapter 42 of the City Code to Increase Sewer Rates in the City of Cadillac 3.5% (the "Ordinance," attached as Exhibit A).
2. A public hearing regarding the Ordinance shall be held on the 20th day of May, 2024, 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, Sandra Wasson, City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. ____, duly adopted at a regular meeting of the City Council held on the 6th day of May, 2024.

Sandra Wasson
Cadillac City Clerk

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

ORDINANCE NO. 2024-XX**AN ORDINANCE TO AMEND SECTION 42-374 OF CHAPTER 42 OF THE CITY CODE TO INCREASE SEWER RATES IN THE CITY OF CADILLAC 3.5%.****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	\$13.29
3/4	\$19.99
1	\$33.26
1 1/2	\$66.52
2	\$106.47
3	\$233.08
4	\$399.31
6	\$832.06
8	\$1,198.12

b. *Commodity charges.* A charge of \$3.08 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	\$11.51
4 to 6 rooms, inclusive	\$12.89
7 to 8 rooms, inclusive	\$15.21
Each additional room	\$2.12

- b. For each additional bathtub or shower, add \$5.51 per month.
- c. For each additional toilet, add \$6.06 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	\$0.45	215
Biochemical oxygen demand	\$0.65	185
Phosphorus	\$4.31	10
Nitrogen	\$10.07	20
Total organic carbon	\$3.62	600
Chemical oxygen demand	\$1.55	600
Total chlorides	\$0.81	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, 2024, is a charge of \$34.78.

(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, 2024.

Approved this 20th day of May, 2024.

Sandra Wasson, City Clerk

Carla J. Filkins, Mayor

I, Sandra Wasson, City Clerk of the City of Cadillac, Michigan, do hereby certify that Ordinance No. 2024-xx was published in the Cadillac News on the _____ day of _____, 2024.

Sandra Wasson, City Clerk

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

RESOLUTION NO. _____

**RESOLUTION TO INTRODUCE AND TO SET PUBLIC HEARING REGARDING
ORDINANCE ESTABLISHING GENERAL APPROPRIATIONS ACT FOR FISCAL
YEAR 2025**

At a 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 6th day of May, 2024, 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 5, 2024 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 2025 was held on April 15, 2024; 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. 2024-____, Ordinance Establishing General Appropriations Act for Fiscal Year 2025 (the "Ordinance," attached as Exhibit A)
2. A public hearing regarding the Ordinance shall be held on the 20th day of May, 2024, 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, Sandra Wasson, City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. ____, duly adopted at a regular meeting of the City Council held on the 6th day of May, 2024.

Sandra Wasson
Cadillac City Clerk

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Tiyi Schippers

Councilmembers
Stephen King
Robert J. Engels
Bryan Elenbaas

ORDINANCE NO. 2024-xx ORDINANCE ESTABLISHING GENERAL APPROPRIATIONS ACT FOR FISCAL YEAR 2025

THE CITY OF CADILLAC ORDAINS:

Section 1, Title.

This Ordinance shall be known as the City of Cadillac General Appropriations Act for Fiscal Year 2025.

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 5, 2024, and a public hearing on the proposed budget was held on April 15, 2024.

Section 3, Expenditures.

The City hereby appropriates the expenditures for the fiscal year commencing July 1, 2024 and ending June 30, 2025 on a departmental and activity total basis as follows:

General Fund Expenditures

Legislative	\$66,200
Office of the City Manager	365,900
Financial Services	455,900
City Clerk/Treasurer Department	390,500
Election Services	41,000
Assessing Services	146,900
Legal Services	200,000
City Complex	423,100
Police Department	2,741,300
Fire Department	1,784,200
Public Works	1,249,600
Culture and Recreation	393,200
Economic Development and Assistance	443,200
Intergovernmental	99,200
Other	395,000
Total Expenditures	\$9,195,200

Section 4, Estimated Revenues.

The City estimates that revenues for the fiscal year commencing July 1, 2024 and ending June 30, 2025 will be as follows:

General Fund	
Taxes	\$4,977,500
Licenses & Permits	131,000
Intergovernmental	2,443,500
Charges for Services	1,233,000
Fines & Forfeits	9,000
Miscellaneous	20,000
Interest and Rents	103,500
Total Revenues	\$8,917,500

Section 5, Budgets.

The City hereby approves budgets for the fiscal year commencing July 1, 2024 and ending June 30, 2025 for the following funds in the amounts set forth below:

	<u>Revenues</u>	<u>Expenses</u>
Governmental Funds		
Major Street Fund	\$1,453,000	\$1,551,700
Local Street Fund	1,085,000	1,342,400
Cemetery Operating Fund	166,000	162,500
Cadillac Development Fund	12,500	73,500
Building Inspection Fund	70,000	70,000
Naval Reserve Center Fund	33,000	33,000
Lake Treatment Fund	50,000	50,000
H.L. Green Operating Fund	500	0
2016 General Obligation Capital Improvement Bond	164,000	164,000
2020 General Obligation Capital Improvement Bond	317,000	317,000
Industrial Park Fund	5,000	50,500
Special Assessment Capital Projects Fund	3,000	25,500
Downtown Infrastructure Project	0	455,000
The Market at Cadillac Commons Fund	825,000	825,000
Consumers Energy Prosperity Grant	195,000	195,000
Cemetery Perpetual Care Fund	25,000	15,500
Capital Projects Fund	1,000	0

	<u>Revenues</u>	<u>Expenses</u>
Proprietary Funds		
Auto Parking Fund	\$102,500	\$102,500
Water & Sewer Fund	5,331,000	5,328,600
Capital		747,500
Principal Payments		930,000
Building Authority Operating Fund	195,000	163,000
Central Stores & Municipal Garage Fund	820,000	820,000
Capital		355,000
Principal Payments		50,000
Information Technology Fund	294,200	293,300
Capital		120,000
Self-Insurance Fund	1,897,000	1,897,000
Employee Safety Fund	12,000	12,000
Pension Trust Fund		
Police & Fire Retirement System	1,145,000	1,145,000
Component Units		
Local Development Finance Authority Operating Fund	284,800	284,800
Local Development Finance Authority Utility Fund	18,500	15,300
Local Development Finance Authority Capital Projects Fund	178,000	342,500
Downtown Development Authority Operating Fund	39,500	39,500
Downtown Development Authority Capital Projects Fund	172,000	170,800
Brownfield Redevelopment Authority Operating Fund	125,500	125,500

Section 6, Millage Levies.

(a) The City will levy a tax of 13.3397 mills for the period of July 1, 2024 through June 30, 2025, 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, 2024 through June 30, 2025, 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 1.8058 mills for the period of July 1, 2024 through June 30, 2025, 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, 2024.

Approved this 20th day of May, 2024.

Sandra Wasson, Clerk

Carla J. Filkins, Mayor