



City Council Meeting

April 17, 2017

6:00 p.m.

Cadillac Municipal Complex

Council Chambers

200 N. Lake St.

Cadillac, MI 49601

State of Michigan Flag Pledge

***I pledge allegiance to the flag of Michigan, and to the state for which it stands,
two beautiful peninsulas united by a bridge of steel, where equal opportunity
and justice to all is our ideal.***

Written by Harold G. Coburn

Adopted in 1972



April 17, 2017 City Council Meeting Agenda
6 p.m. at City Hall – 200 N. Lake St. – Cadillac, MI 49601

We trust and assume goodness in intentions

CALL TO ORDER
PLEDGE OF ALLEGIANCE
STATE PLEDGE OF ALLEGIANCE
ROLL CALL

I. APPROVAL OF AGENDA

II. PUBLIC COMMENTS

It is requested that comment time be limited to three (3) minutes.

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 work session held on April 3, 2017.

Support Document III-A

B. Minutes from the regular meeting held on April 3, 2017.

Support Document III-B

IV. PUBLIC HEARINGS

A. Public hearing to consider approval of resolution to adopt Ordinance Amending the Zoning Ordinance to Provide for Family and Group Shelters.

Support Document IV-A

B. Public hearing to consider approval of the Capital Improvement Program for the period July 1, 2017 through June 30, 2022.

C. Public hearing for the 2017/2018 Annual Operating Budget.

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V. CITY MANAGER'S REPORT

- A. Bids and recommendation regarding 2017 Street Improvement Projects.
Support Document V-A
- B. Bids and recommendation regarding Center Line Marking.
Support Document V-B
- C. Bids and recommendation regarding Lake Cadillac Aquatic Plant Herbicide Treatments.
Support Document V-C
- D. Recommendation regarding Sound Garden Outdoor Musical Instruments.
Support Document V-D

VI. INTRODUCTION OF ORDINANCES AND RESOLUTIONS

- A. Adopt resolution to introduce Ordinance Establishing General Appropriations Act for Fiscal Year 2018 and set a public hearing for May 15, 2017.
Support Document VI-A

VII. ADOPTION OF ORDINANCES AND RESOLUTIONS

- A. Adopt Resolution to Set Fee Schedule for Business Licenses.
Support Document VII-A

VIII. PUBLIC COMMENTS

It is requested that comment time be limited to three (3) minutes.

IX. GOOD OF THE ORDER

X. ADJOURNMENT

Cadillac City Council Agenda

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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

CALL TO ORDER

Mayor Filkins opened the meeting at approximately 4:30 pm.

ROLL CALL

Present: Council Members: Schippers, Wohlfeill, Mayor Filkins

Absent: Council Member: Spoelman, Meinhardt

Staff Present: Peccia, Roberts, Dewitt, Dietlin, Wallace, Wasson

APPROVAL OF AGENDA

Motion was made by Schippers and supported by Wohlfeill to approve the agenda.

Motion unanimously approved.

PUBLIC COMMENTS

None

DISCUSSION AND REVIEW OF THE CAPITAL IMPROVEMENT PROGRAM AND 2017/2018 ANNUAL OPERATING BUDGET

City Manager Peccia made a few brief comments regarding the budget approval process.

Owen Roberts, Director of Finance, distributed and discussed the summary sheets for the Capital Improvement Program (CIP) for fiscal years ending June 30, 2018-2022.

Roberts stated Year 1 (2017-2018) is dominated by some significant infrastructure projects, mainly streets. He noted a few of the projects may be completed before the end of the current fiscal year. He stated that South Street, Smith Street, and Holly Road are currently out for bid. He added three (3) streets connected to Holly Road (Vine Street, Heather Place, and Wren Place) were added to the Holly Road project.

Mayor Filkins asked if the \$190,000 stated will cover the entire Holly Road project and the infrastructure underneath the streets.

Bruce Dewitt, Director of Engineering & Public Works, stated there will be a small amount of storm work on Holly Road and a small amount of and sanitary work on South Street.

Roberts stated the engineers estimate is \$420,000 for the three (3) projects and it does include the three (3) streets connected to Holly Road. He distributed an engineer's drawing of the three (3)

street projects. He stated they are included in the current budget as well as the fiscal year 2017/2018 budget because it was uncertain as to when they would be completed.

Roberts stated East Garfield, Selma, Marble, and Blodgett Streets will be included in the second phase of bids. He noted the goal is to begin reconstruction of these streets after the first set of streets is completed.

Roberts noted the work on W. Cass Street, near the theatre, is suspended based on the timing of The Market.

Peccia mentioned the condition of W. Bremer Street.

DeWitt stated W. Bremer Street is considered a Major Street and noted the City can apply for grants funds for the road work. He mentioned grant funds were received for Leeson Street and W. Bremer Street could be included in the next submission for grant funds.

** Council Member Meinhardt joined the meeting at 4:43 pm.*

Peccia noted they are Act 51 grants and are typically received every two (2) years. He stated if grant funding will be utilized it will be at least two (2) years before the work is done on W. Bremer Street but if local funding is utilized the work may occur next year.

Roberts discussed the Police Lobby Security Enhancements and the Training Simulation Software projects.

Roberts stated they are proposing to utilize approximately \$43,000 of General Fund balance for capital-type projects. He noted the City received additional funds from the PPT reimbursement. He proposed the City utilize the additional revenues that were received to complete these two (2) projects before the end of the current fiscal year. The City could then remove the two (2) projects from the next budget year resulting in a zero budget with no utilization of fund balance. He proposed identifying a few one-time uses (i.e. The Market) of the additional fund balance that is slightly over the policy level of 2-3 months.

Peccia discussed the impact of Personal Property Tax Reform and noted it is uncertain as to the amount of reimbursement the City will receive from the State in the future.

Roberts briefly discussed the status of the water supply improvement project.

Roberts noted the Whitepine Trail project is included in the CIP but is dependent on receipt of grant funding. He added the grant submission was recently finalized.

Roberts briefly discussed some of the projects included in Years 2-5 of the CIP.

Wohlfeill inquired about replacement of the ladder truck.

Roberts noted the Fire Department has not submitted a project request form for that piece of equipment.

Mayor Filkins asked if the funds allocated for the HL Green building could be utilized for The Market.

Peccia stated the funds could potentially be utilized for The Market or other one-time use projects.

Peccia introduced the 2017-2018 Annual Operating Budget. He stated the Goals were updated to include the feedback received from Council. He noted gender inclusive language was added to the Mission & Vision Statements. He mentioned the Objectives were updated based upon prior discussions.

Roberts summarized the Letter of Transmittal. He noted a number of projects have taken place even though there have been some challenging financial situations. He stated total budgeted revenues of City-wide operations are projected to be \$17.4 million with planned expenditures of \$19.4 million. He explained that the \$2 million funding gap is primarily due to spending down bond proceeds. He stated taxable value increased approximately 1% over the prior year.

Roberts discussed the DDA and the impact of the reduction in tax capture.

Wallace noted the administrative rules of the DDA will be reviewed over the next few months.

Roberts noted the hope is that the investment made in Cadillac Commons will make the area an attractive public space for businesses.

Roberts explained the budget recommends no increase in user charges in the water and sewer system. He added the City is currently undergoing a sewer rate study as part of the SAW grant and the results of this study will be used to determine any future rate increases. He noted trash collection rates are expected to increase slightly based on inflationary adjustments included in the City's contract with Republic Services.

Mayor Filkins mentioned she would like the City to offer glass recycling.

Roberts stated there is no plan to reduce or increase staff. He discussed the elimination of the PPO health plan. He stated the budget recommends a cost-of-living adjustment of between 2% and 2.5% for all nonunion and union employees.

Peccia noted the City has been fiscally conservative over the past several years which has led to lower compensation levels for employees.

Roberts stated the City has worked very hard to protect employee benefits, including the pension plan.

Mayor Filkins stated an investigator within the CPD is needed in the community.

Peccia noted there have been some conversations regarding an investigator position.

Roberts briefly discussed the following:

- parking assessment
- lake management services
- structural balance

ADJOURNMENT

Mayor Filkins adjourned the meeting at 5:53 pm.

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk

CITY COUNCIL MEETING MINUTES

6:00 PM – April 3, 2017
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: Schippers, Meinhardt, Wohlfeill, Mayor Filkins
Council Absent: Spoelman
Staff Present: Peccia, Dietlin, Roberts, DeWitt, Coy, Crawford, Wasson

APPROVAL OF AGENDA

2017-067 Approve agenda as presented.

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

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

2017-068 Approve consent agenda as presented.

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

Motion unanimously approved.

PROCLAMATION

- A. Month of the Young Child.

Mayor Filkins read and presented a proclamation declaring April 2017 as the Month of the Young Child.

COMMUNICATIONS

- A. Request from OASIS Family Resource Center.

Mike Coy, Community Development Analyst, stated that he and Al Dumond, Parks Superintendent, met with Amie Mackenzie, OASIS/FRC Resource Coordinator, to review the request.

Amie Mackenzie, OASIS/FRC Resource Coordinator, noted the group is planning to paint tires a teal color, write various slogans on the tires, and place the tires at predetermined locations. She added the avant-garde street project is in recognition of April as Sexual Assault Awareness Month.

Peccia noted there are five (5) conditions regarding the project.

2017-069 Approve request from OASIS Family Resource Center.

Motion was made by Meinhardt and supported by Schippers to approve the request from OASIS Family Resource Center subject to the conditions noted.

Motion unanimously approved.

- B. Request to display a banner from May 15, 2017 to May 22, 2017 for the Cadillac Area Symphony Orchestra.

2017-070 Approve banner for Cadillac Area Symphony Orchestra.

Motion was made by Wohlfeill and supported by Meinhardt to approve the display of a banner from May 15, 2017 to May 22, 2017 for the Cadillac Area Symphony Orchestra.

Motion unanimously approved.

CITY MANAGER'S REPORT

- A. Request to house chickens and ducks.

Peccia stated the request is to house up to 3 egg-laying chickens and 3 egg-laying ducks at 118 Holbrook Street. He noted the City Code was amended by ordinance to allow for the administrative approval of housing chickens and rabbits, but not ducks. He added staff recommends approval of the request with the condition noted.

2017-071 Approve request to house chickens and ducks.

Motion was made by Schippers and supported by Wohlfeill to approve the request from the Yaklin family to house up to 3 egg-laying chickens and 3 egg-laying ducks in cages within the rear yard of their residence at 118 Holbrook St. subject to the condition noted.

Motion unanimously approved.

- B. Bids and recommendation regarding purchase of Forestry Bucket Truck.

Peccia stated the current bucket truck can no longer be safety certified and needs to be replaced. He noted the recommendation is award the purchase to Altec, Inc., Creedmore, NC, in the amount of \$124,483.

2017-072 Award purchase of Forestry Bucket Truck.

Motion was made by Wohlfeill and supported by Meinhardt to award the purchase of a forestry bucket truck to Altec, Inc. in the amount of \$124,483.

Motion unanimously approved.

- C. Schedule a Public Hearing on April 17, 2017 to discuss the 2017/2018 Annual Operating Budget.

2017-073 Schedule public hearing for 2017/2018 Annual Operating Budget.

Motion was made by Schippers and supported by Meinhardt to schedule a public hearing on April 17, 2017 to discuss the 2017/2018 Annual Operating Budget.

Owen Roberts, Director of Finance, stated a second public hearing will be held to adopt the General Appropriations Act which is done by ordinance.

Motion unanimously approved.

- D. Schedule a Public Hearing on April 17, 2017 to discuss the 2017/2022 Capital Improvement Program.

Peccia noted, while not legally required, the City also traditionally holds a public hearing to discuss the Capital Improvement Program.

2017-074 Schedule public hearing for Capital Improvement Program.

Motion was made by Wohlfeill and supported by Meinhardt to schedule a public hearing on April 17, 2017 to discuss the 2017/2022 Capital Improvement Program.

Motion unanimously approved.

ADOPTION OF ORDINANCES AND RESOLUTIONS

- A. Adopt Resolution of Support – Explore 131 North.

Peccia stated he has been involved with a steering committee, as part of Networks Northwest, regarding the branding of a new corridor from Cadillac to Petoskey.

2017-075 Adopt Resolution of Support – Explore 131 North.

Motion was made by Meinhardt and supported by Schippers to adopt the Explore 131 North Resolution of Support.

Mayor Filkins thanked City Manager Peccia for his involvement in the group.

Motion unanimously approved.

MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

- A. Dog Park Advisory Committee

PUBLIC COMMENTS

There were no public comments.

GOOD OF THE ORDER

Mayor Filkins congratulated City Manager Peccia for receiving the Community Builder Award during the Michigan Municipal League Conference in Lansing. She noted Council recognizes that City staff has done a tremendous amount of work on the various projects. She stated when Peccia accepted the award he noted it was a community effort.

Mayor Filkins mentioned that at the upcoming Wexford County Board of Commissioners meeting they will be discussing the future of the Wex. She encouraged attendance at the meeting to show support for keeping the Wex.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk

April 17, 2017

Council Communication

RE: An Ordinance Amending the Zoning Ordinance to Provide for Family and Group Shelters

In December 2016, the City Council remanded back to the Planning Commission the question of where by special use permit, homeless shelters could locate within the City by zoning district and not by the creation of an overlay zone. The matter was remanded back to the Planning Commission since their initial concept was rejected after strong community sentiments were publicly shared, which requested a different method be used. Subsequently, on January 24th, 2017, the Planning Commission reviewed the issue again, and developed the following recommendations based on a methodology that does not use an overlay zone:

Planning Commission's Updated Recommendations:

1. Family Shelters and Group Homeless Shelters get addressed separately
 - Family shelters (single family homes with one intact family) could be considered in any residential zoning district subject to meeting the criteria for a special use permit, and obtaining approval from the Planning Commission.
 - Group Shelters could be considered in the RM-1, RM-2, OS-2, B-1, B-2, and B-3 Zoning Districts subject to meeting the criteria for a special use permit, and obtaining approval from the Planning Commission.
2. Group shelters could not be considered within the Downtown Development Authority District, properties having lake frontage, or on the Harbor View Apartment parcel located at 329 South Street.
3. A minimum of 600 feet shall be maintained between group homeless shelters.
4. The specific special use standards to be met by family and group shelters currently in the draft zoning amendment ordinance that was updated to reflect the Planning Commission's latest recommendations are as follows on the next page.

From the Draft Ordinance:

Section 11.

The City hereby amends Section 46-747 of the City Zoning Ordinance to renumber existing paragraph (3) entitled “Conditions” to paragraph (5) and to add paragraphs “(3) Specific standards relating to family shelters” and “(4) Specific standards relating to group shelters,” which shall read as follows:

(3) Specific standards relating to family shelters. In addition to the general standards required in this section, the following additional requirements shall apply when evaluating requests for family shelters:

- a. A family consisting of persons related by blood, marriage or adoption, or no more than 4 individuals occupying a dwelling unit who are committed to living together as a single housekeeping unit, in harmony with the surrounding neighborhood, responsible for maintaining a common household.
- b. A minimum of 300 feet shall be maintained between family shelters.
- c. A current and unrevoked housing maintenance certificate shall be required for all family shelters.

(4) Specific standards relating to group shelters. In addition to the general standards required in this section, the following additional requirements shall apply when evaluating requests for group shelters:

- a. Group shelters shall not be permitted in the Downtown Development Authority District.
- b. Group shelters shall not be permitted on any property having lake frontage.
- c. Group shelters shall not be permitted on the Harbor View apartment parcel at 329 South Street.
- d. Group shelters shall comply with all applicable federal and Michigan statutory requirements.
- e. Group shelters shall comply with all applicable Uniform Building and Fire Codes, including maximum occupancy restrictions.
- f. Community Need, Development and Operational Standards. In addition to the application requirements, group shelters shall comply with all community need, development and operational standards provided in this Section.

(1) Community Need Standards. Any application for a group shelter must demonstrate that the group shelter is needed to take care of the homeless needs that exist within the greater Cadillac area.

(2) Development Standards.

- a. Location and Separation.
 - 1. Group shelters shall be located in an enumerated zoning district where such use is permitted by special land use or special conditions.
 - 2. A minimum distance of 600 feet shall be maintained between all group shelters.
- b. Physical Characteristics.
 - 1. The maximum number of beds, including those of caretakers or resident managers shall be sixteen (16).
 - 2. Smoke detectors in accordance with the International Fire Code shall be installed.
 - 3. The facility shall provide adequate private living space in accordance with the International Property Maintenance Code.
 - 4. All bedrooms shall have emergency escape openings that comply with the building code.
 - 5. Adequate bathroom facilities shall be provided and at a minimum shall include a minimum of two (2) full bathrooms.
 - 6. A minimum of 120 square feet of shared/communal area for socializing shall be provided.
 - 7. Secure storage areas for the intended residents shall be provided.
 - 8. Laundry facilities shall be provided.
 - 9. Bicycle racks shall be provided.
 - 10. A designated location should be provided for waste receptacles and such receptacles shall be screened from view.
 - 11. The size of a group shelter shall be in character with the surrounding buildings in the neighborhood.
 - 12. Group shelters shall not be permitted within a commercial multi-tenant shopping center.

(3) Operational and Design Standards.

- a. If located within one hundred fifty (150) feet of a residential zoning district, all outdoor activity shall be screened from public view and from the view of adjacent properties.
- b. If the group shelter plans to offer drug or alcohol abuse counseling to residents of the shelter, the applicant shall advise the city on any state licensing that may be required and demonstrate compliance as appropriate.

c. Lighting shall be sufficient to provide illumination and clear visibility to all outdoor areas, with minimal shadows or light leaving the property. Lighting shall be stationary, directed away from adjacent properties and public rights-of-way, and of intensity compatible/comparable with the neighborhood.

d. Off-street parking shall be provided at a rate of one (1) vehicle parking space per employee/volunteer plus one vehicle parking space for every six (6) beds.

e. Adequate management, support staff and security must be present during the hours of operation of the group shelter. A minimum of one (1) supervisory level staff member must be present on the site during hours of operation. Management staff must make best efforts to ensure that loitering does not occur on the property during off-hours and must ensure that clients are not creating a nuisance to the neighborhood.

f. The group shelter shall have set hours of operation and the hours shall be posted in a publicly visible and accessible location.

g. Group shelters shall require that its residents participate in wrap-around services which involve individual case management.

h. The intake process for new residents should be handled from an internal office within the group shelter.

g. Management Policies. An applicant for a group shelter, as part of the application process, shall prepare and file with the City its management policies as they relate to the following:

- (1) A resident identification process;
- (2) Timing and placement of outdoor activities;
- (3) Standards governing expulsions;
- (4) Hours of operation and standard lights-out;
- (5) Policies regarding safety and security and to include emergencies.
- (6) Smoking policy to include identification of areas where smoking is to be permitted.
- (7) Volunteer and donation procedures.
- (8) Communications with the City and the neighborhood

h. Group shelter approval. The City may deny a proposed group shelter if it makes findings that:

(1) The proposed group shelter fails to meet one or more of the required standards of this Section or other applicable state or federal law.

(2) The group shelter would have a specific, adverse impact upon the public health or safety, and there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development of the group shelter financially infeasible. As used in this subsection, a “specific, adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

If an application is denied, the reasons for that denial shall be recorded in the motion to deny. If an application is approved with conditions, the conditions shall be included in the motion to approve.

After the aforementioned updated recommendations were approved by the Planning Commission, additional feedback from concerned property owners regarding various items such as but not limited to the following general issues was communicated:

- Economic impact to the area
- Safety
- Neighborhood and community revitalization
- Population density
- Public transportation
- Tourism
- Veteran’s services (access)
- Workforce development

Additional recommendations to the Planning Commission’s Recommendations that will be presented to Council as a part of their planned hearing scheduled for April 17, 2017, in consideration of the aforementioned feedback received, along with the need to clarify building standards to be in compliance with the International Property Maintenance Code as adopted by the City, are as follows:

- A. Group Shelters could also be considered in the OS-1 Zoning District, in addition to the RM-1, RM-2, OS-2, B-1, B-2, and B-3 Zoning Districts as recommended by the Planning Commission; all of which is subject to meeting the criteria for a special use permit and obtaining approval from the Planning Commission.
- B. Group shelters could not be considered within the Downtown Development Authority District, Historic Districts, or on properties within 1,000 feet of Lake Cadillac.
- C. A minimum distance of 1,000 feet shall be maintained between group homeless shelters.

For reference, definitions of the City’s Zoning Code Districts are as follows:

R-1	One-family residential district
RM-1	Multiple-family residential district
RM-2	Multiple-family residential district
OS-1	Office service district
OS-2	Office service district
B-1	Auxiliary business district
B-2	Central business district
B-3	General business district

Areas in the previously drafted ordinance regarding the International Property Maintenance Code (as adopted by the City) under *Physical Characteristics* should be updated to reflect the following:

- A. Adequate private living space. Single occupant bed bedrooms shall have a minimum of 70 square feet, and any dimension shall be a minimum of 7 feet. Multiple occupant bedrooms shall have a minimum of 50 square feet per occupant, and any dimension shall also have a minimum of 7 feet. All bedrooms shall have a minimum of one emergency escape opening that complies with the current building code.
- B. A shared/communal area for socializing shall be provided, and the area minimally needs to be 120 square feet per current property maintenance code standards

Recommended Action

It is recommended that the City Council consider the draft ordinance that includes the recommendations from the Planning Commission, and adopt it in a manner that would include all or some of the additional recommendations as presented and as the Council determines to be appropriate.

City of Cadillac Zoning Map

Planning Commission Recommendations

Residential Districts

Commercial Districts

OS-2

B-2

B-3

RM-1

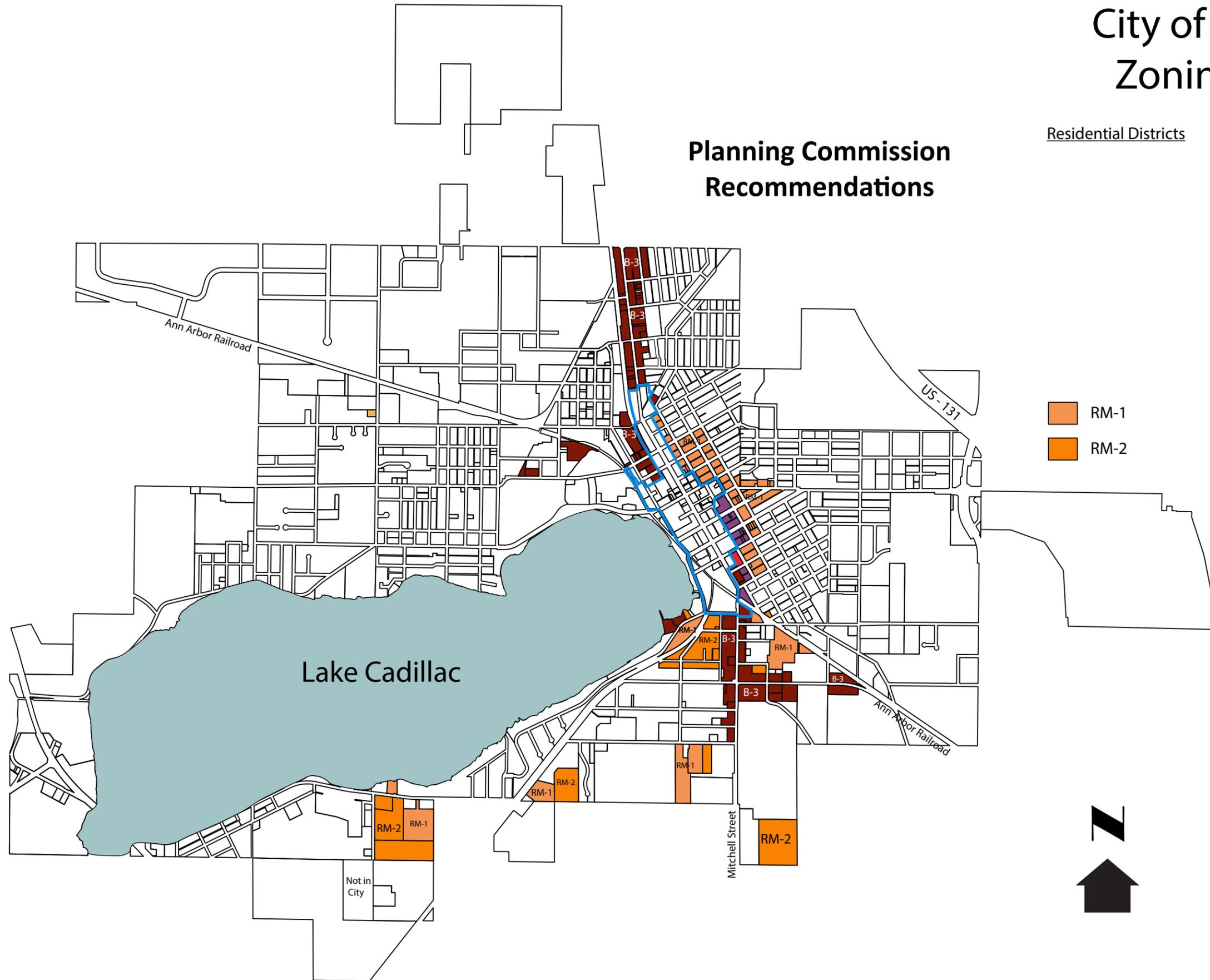
RM-2

Industrial Districts

Other Districts

DDA District

Note: Zoning district designation has been removed from the DDA District as homeless shelters shall not be permitted there.



City of Cadillac Zoning Map

Planning Commission Recommendations Plus Additional Recommendations

Residential Districts

- RM-1
- RM-2

Commercial Districts

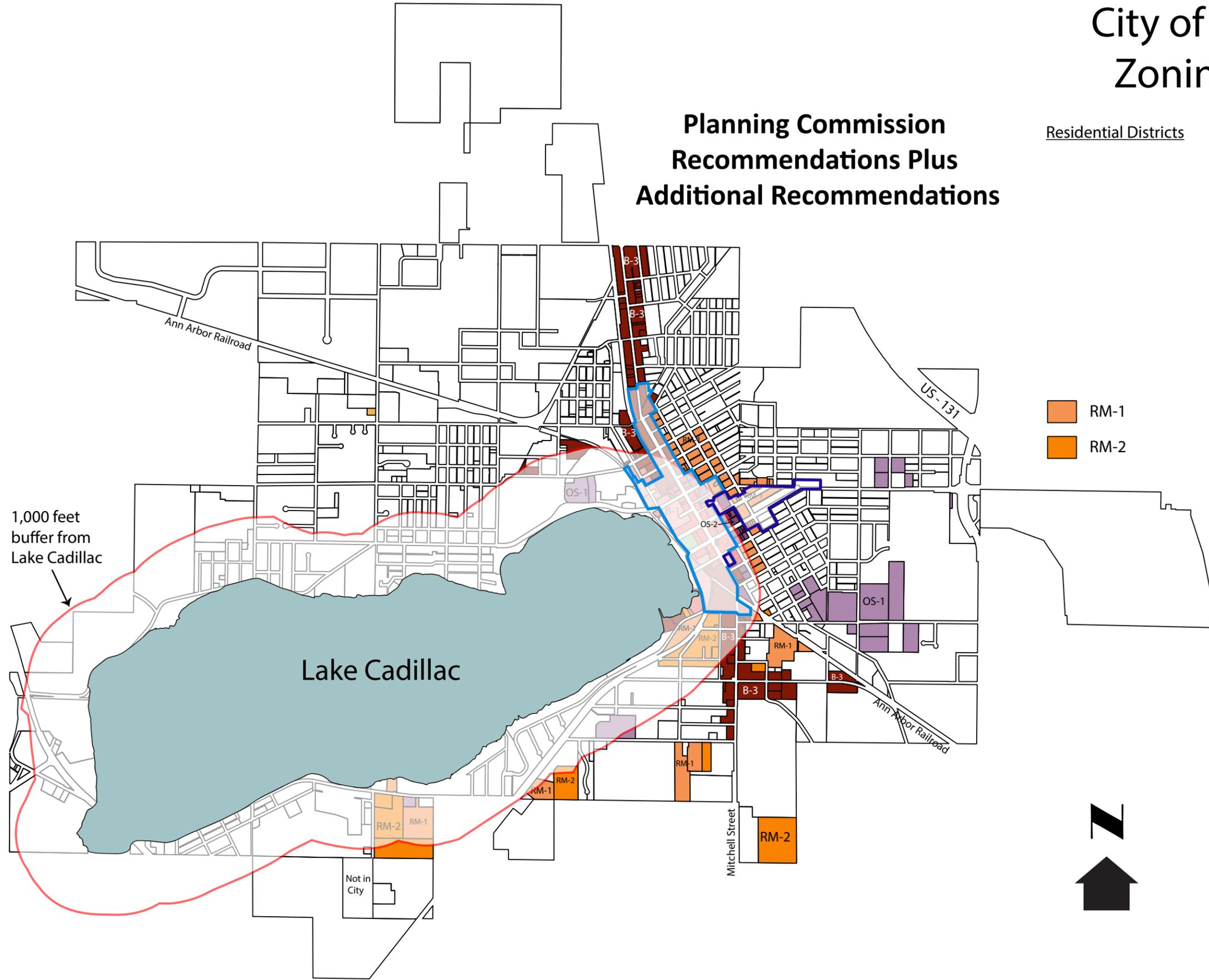
- OS-1
- OS-2
- B-1
- B-2
- B-3

Industrial Districts

Other Districts

- DDA District
- Historic Districts

Note: Group shelters would not be permitted in the DDA District, historic districts or within 1,000 feet of Lake Cadillac. (Areas with white ghosting)



1,000 feet
buffer from
Lake Cadillac

Lake Cadillac

Not in
City

Mitchell Street

Ann Arbor Railroad

US-131

Ann Arbor Railroad

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Shari Spoelman

Councilmembers
Tiyi Schippers
John P. Meinhardt
Matt Wohlfeill

RESOLUTION NO. ____

RESOLUTION TO ADOPT ORDINANCE AMENDING THE ZONING ORDINANCE TO PROVIDE FOR FAMILY AND GROUP SHELTERS

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 17th day April, 2017, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, pursuant to the Michigan Zoning Enabling Act, 2006 PA 110, the City has the authority to provide by zoning ordinance, for the regulation of land use and development in the City; and

WHEREAS, the City previously considered amending its Zoning Ordinance to create a "homeless shelter overlay zone" providing for development and operational standards for emergency housing and services for local special needs populations in the City; and

WHEREAS, following a public hearing, the City Council remanded the proposed amendment to the Planning Commission for further consideration; and

WHEREAS, on January 24, 2017, the Planning Commission considered the concerns raised by the City Council and recommended revisions to a proposed ordinance to provide for family and group shelters in various zoning districts by special use permit or special

conditions (the "Ordinance" attached as **Exhibit A**); and

WHEREAS, the City Planning Commission recommended approval of the Ordinance to the City Council; and

WHEREAS, pursuant to Section 5.2 of the City Charter, the City Council introduced the Ordinance at its meeting on March 20, 2017; and

WHEREAS, the City held a duly noticed public hearing to consider adopting the Ordinance on April 17, 2017; and

WHEREAS, following the public hearing, the City concludes that adopting the Ordinance 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. The Ordinance No. 2017-05, An Ordinance Amending the Zoning Ordinance to Provide for Family and Group Shelters (the "Ordinance," attached as Exhibit A) is hereby adopted.
2. The Ordinance shall be filed with the City Clerk.
3. The City Clerk shall publish notice of adoption in a newspaper of general circulation in the City within 15 days.
4. Any and all resolutions that are in conflict with this Resolution are hereby repealed upon the effective date of the Ordinance but only 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 17th day of April, 2017.

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
Shari Spoelman

Councilmembers
Tiyi Schippers
John Meinhardt
Matt Wohlfeill

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE ZONING ORDINANCE
TO PROVIDE FOR FAMILY AND GROUP SHELTERS**

THE CITY OF CADILLAC ORDAINS:

Section 1.

The City hereby amends Section 46-4 of the City's Zoning Ordinance to add the following definitions:

Homeless person shall mean an individual who, or family which, lacks a fixed, regular and/or adequate nighttime residence.

Homeless shelter shall mean emergency housing with minimal supportive services for homeless persons that is intended for occupancy of three months or less in a given year by a homeless person.

Habitable room shall mean any room that meets adopted building code requirements for a habitable room, including minimum room proportions, minimum egress requirements, and minimum standards for lighting, ventilation, electricity, and public safety requirements.

Group shelter shall mean a type of homeless shelter that shelters multiple people of the same gender who are unrelated. In a women's shelter, this could also include a single mother with children. Group shelters are supervised at all hours that the residents are present.

Family shelter shall mean a single family dwelling that shelters a family who are persons related by blood, marriage or adoption, or no more than 4 individuals occupying a dwelling unit who are committed to living together as a single

housekeeping unit, in harmony with the surrounding neighborhood, responsible for maintaining a common household.

Section 2.

The City hereby amends Section 46-164 of the City Zoning Ordinance to add paragraph “(10) Family shelter, subject to the requirements of Article VI – Special Land Uses” as a principal use permitted subject to special conditions and existing paragraph (10) of that section, which states “Accessory buildings and uses customarily incident to any of the above permitted uses” shall be renumbered to paragraph (11).

Section 3.

The City hereby amends Section 46-186 of the City Zoning Ordinance to add paragraphs “(4) Family shelter” and “(5) Group shelter” as special land uses permitted in the RM-1 Multiple-Family Districts, subject to the requirements of Article VI – Special Land Uses.

Section 4.

The City hereby amends Section 46-216 of the City Zoning Ordinance to add paragraphs “(5) Family shelter” and “(6) Group shelter” as principal uses permitted subject to special conditions, and existing paragraph (5) of that section is amended to read “Accessory buildings and uses customarily incident to any of the permitted uses in subsection (1) through (6) of this section” and shall be renumbered to paragraph (7).

Section 5.

The City hereby amends Section 46-314 of the City Zoning Ordinance to add paragraph “(1)h Family shelter, subject to the requirements of Article VI – Special Land Uses.”

Section 6.

The City hereby amends Section 46-339 of the City Zoning Ordinance to add paragraph “(11) Group shelter, but only in the OS-2 district and subject to the requirements of Article VI – Special Land Uses.”

Section 7.

The City hereby amends Section 46-374 of the City Zoning Ordinance to add paragraph “(4) Group shelter.”

Section 8.

The City hereby amends Section 46-397 of the City Zoning Ordinance to add paragraph “(6) Group shelter.”

Section 9.

The City hereby amends Section 46-427 of the City Zoning Ordinance to add paragraph “(8) Group shelter, subject to the requirements of Article VI – Special Land Uses” as a principal use permitted subject to special conditions.

Section 10.

The City hereby amends Section 46-745 of the City Zoning Ordinance to add the following:

Family shelter	R-1, R-2, R-3, R-4, RM -1, RM-2, RMH, MH, R-PUD
Group shelter	RM-1, RM-2, OS-2, B-1, B-2, B-3

Section 11.

The City hereby amends Section 46-747 of the City Zoning Ordinance to renumber existing paragraph (3) entitled “Conditions” to paragraph (5) and to add paragraphs “(3) Specific standards relating to family shelters” and “(4) Specific standards relating to group shelters,” which shall read as follows:

(3) Specific standards relating to family shelters. In addition to the general standards required in this section, the following additional requirements shall apply when evaluating requests for family shelters:

- a. A family consisting of persons related by blood, marriage or adoption, or no more than 4 individuals occupying a dwelling unit who are committed to living together as a single housekeeping unit, in harmony with the surrounding neighborhood, responsible for maintaining a common household.
- b. A minimum of 300 feet shall be maintained between family shelters.
- c. A current and unrevoked housing maintenance certificate shall be required for all family shelters.

(4) Specific standards relating to group shelters. In addition to the general standards required in this section, the following additional requirements shall apply when evaluating requests for group shelters:

- a. Group shelters shall not be permitted in the Downtown Development Authority District.
- b. Group shelters shall not be permitted on any property having lake frontage.
- c. Group shelters shall not be permitted on the Harbor View apartment parcel at 329 South Street.

d. Group shelters shall comply with all applicable federal and Michigan statutory requirements.

e. Group shelters shall comply with all applicable Uniform Building and Fire Codes, including maximum occupancy restrictions.

f. Community Need, Development and Operational Standards. In addition to the application requirements, group shelters shall comply with all community need, development and operational standards provided in this Section.

(1) Community Need Standards. Any application for a group shelter must demonstrate that the group shelter is needed to take care of the homeless needs that exist within the greater Cadillac area.

(2) Development Standards.

a. Location and Separation.

1. Group shelters shall be located in an enumerated zoning district where such use is permitted by special land use or special conditions.

2. A minimum distance of 600 feet shall be maintained between all group shelters.

b. Physical Characteristics.

1. The maximum number of beds, including those of caretakers or resident managers shall be sixteen (16).

2. Smoke detectors in accordance with the International Fire Code shall be installed.

3. The facility shall provide adequate private living space in accordance with the International Property Maintenance Code.

4. All bedrooms shall have emergency escape openings that comply with the building code.

5. Adequate bathroom facilities shall be provided and at a minimum shall include a minimum of two (2) full bathrooms.

6. A minimum of 120 square feet of shared/communal area for socializing shall be provided.
7. Secure storage areas for the intended residents shall be provided.
8. Laundry facilities shall be provided.
9. Bicycle racks shall be provided.
10. A designated location should be provided for waste receptacles and such receptacles shall be screened from view.
11. The size of a group shelter shall be in character with the surrounding buildings in the neighborhood.
12. Group shelters shall not be permitted within a commercial multi-tenant shopping center.

(3) Operational and Design Standards.

- a. If located within one hundred fifty (150) feet of a residential zoning district, all outdoor activity shall be screened from public view and from the view of adjacent properties.
- b. If the group shelter plans to offer drug or alcohol abuse counseling to residents of the shelter, the applicant shall advise the city on any state licensing that may be required and demonstrate compliance as appropriate.
- c. Lighting shall be sufficient to provide illumination and clear visibility to all outdoor areas, with minimal shadows or light leaving the property. Lighting shall be stationary, directed away from adjacent properties and public rights-of-way, and of intensity compatible/comparable with the neighborhood.
- d. Off-street parking shall be provided at a rate of one (1) vehicle parking space per employee/volunteer plus one vehicle parking space for every six (6) beds.
- e. Adequate management, support staff and security must be present during the hours of operation of the group shelter. A minimum of one (1) supervisory level staff member must be

present on the site during hours of operation. Management staff must make best efforts to ensure that loitering does not occur on the property during off-hours and must ensure that clients are not creating a nuisance to the neighborhood.

f. The group shelter shall have set hours of operation and the hours shall be posted in a publicly visible and accessible location.

g. Group shelters shall require that its residents participate in wrap-around services which involve individual case management.

h. The intake process for new residents should be handled from an internal office within the group shelter.

g. Management Policies. An applicant for a group shelter, as part of the application process, shall prepare and file with the City its management policies as they relate to the following:

- (1) A resident identification process;
- (2) Timing and placement of outdoor activities;
- (3) Standards governing expulsions;
- (4) Hours of operation and standard lights-out;
- (5) Policies regarding safety and security and to include emergencies.
- (6) Smoking policy to include identification of areas where smoking is to be permitted.
- (7) Volunteer and donation procedures.
- (8) Communications with the City and the neighborhood

h. Group shelter approval. The City may deny a proposed group shelter if it makes findings that:

- (1) The proposed group shelter fails to meet one or more of the required standards of this Section or other applicable state or federal law.

(2) The group shelter would have a specific, adverse impact upon the public health or safety, and there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development of the group shelter financially infeasible. As used in this subsection, a “specific, adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

If an application is denied, the reasons for that denial shall be recorded in the motion to deny. If an application is approved with conditions, the conditions shall be included in the motion to approve.

Section 12.

Should any portion of this Ordinance be found invalid for any reason, such holding shall not be construed as affecting the validity of the remaining portions of this Ordinance.

Section 13.

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 14.

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

Approved this ____ day of _____, 2017.

Sandra Wasson, Clerk

Carla J. Filkins, Mayor

April 17, 2017

Council Communication

RE: 2017 Street Improvements

The work includes the following approximate quantities of major items:

20,570 Syd HMA Base Crushing and Shaping
3,550 Ton HMA, LVSP
400 Lft Water Main

2017 Street Improvements

Ford Street; Smith Street; Wheeler Street

South Street

Holly Road; Vine Street; Heather Place; Wren Place

On April 6, 2017 the City of Cadillac held a bid opening on the above referenced project. The following bids were received:

Contractor	Bid
Rieth-Riley Construction Co., Inc. Grawn, Michigan	\$373,910.77
Team Elmer's Traverse City, Michigan	\$403,655.60
Pete's Contracting, Inc. Falmouth, MI 49632	\$425,491.31

Recommended Action

It is recommended that the contract for the 2017 Street Improvements Project be awarded to Rieth-Riley Construction Co., Inc. for the bid amount of **\$373,910.77**.

In addition, a 10% contingency is requested for City engineer-approved field changes in unit quantity or scope, bringing the total recommended award to a total of **\$411,301.84**.

April 17, 2017

Council Communication

RE: Center Line Marking

On March 28, 2017, the City of Cadillac held a bid opening on the above referenced project. The following bids were received:

- | | | |
|----|--|-------------|
| 1. | M & M Pavement Marking, Inc.
Grand Blanc, MI | \$10,690.00 |
| 2. | PK Contracting
Lake City, MI | \$11,531.52 |

Recommended Action

It is recommended that the FY2017 Center Line Marking project be awarded to M & M Pavement Marking, Inc. in the amount of \$10,690.00 in accordance with their bid. Funds for this project are available in the Major Street Fund.

Date: April 17, 2017

Council Communication

Re: Applicator Bids - Lake Cadillac Aquatic Plant Herbicide Treatments

Competitive bids were received for the application of herbicides to Lake Cadillac in an effort to control invasive plant species such as Eurasian and/or Hybrid Milfoil. Bids were received from a total of four firms, of which two met the requirements of the bid document, namely PLM Land & Lake Management of Ewart, MI and Clarke Aquatic Services of Nunica, MI. Both firms are qualified to perform the work as requested.

The cost of applying herbicides is quoted on a per acre basis. Because treatment proposals must generally be secured prior to the seasonal growth of invasive plants, there is no way to accurately predict actual treatment costs. Therefore, the following table indicates the per acre unit prices submitted by the respective firms for a broad range of aquatic plant control herbicides.

Description	Concentrate	Per Acre Unit Price	
		PLM	Clarke
Renovate Max G	120 lbs/acre	\$330	\$420
Renovate Max G	150 lbs/acre	\$412	\$462
Renovate Max G	160 lbs/acre	\$440	\$493
Renovate Max G	180 lbs/acre	\$495	\$555
Renovate OTF	120 lbs/acre	\$410	\$559
Renovate OTF	150 lbs/acre	\$500	\$698
Renovate OTF	180 lbs/acre	\$600	\$838
Renovate OTF	200 lbs/acre	\$650	\$931
Renovate OTF	250 lbs/acre	\$765	\$1164
Navigate 2,4-D	120 lbs/acre	\$395	\$413
Navigate 2,4-D	150 lbs/acre	\$490	\$517
Navigate 2,4-D	180 lbs/acre	\$585	\$620
Sculpin G 2,4-D	160 lbs/acre	\$395	\$432
Sculpin G 2,4-D	180 lbs/acre	\$445	\$486
Sculpin G 2,4-D	200 lbs/acre	\$490	\$540
Sculpin G 2,4-D	250 lbs/acre	\$600	\$675
Renovate 3	2.0 gal/acre	\$185	\$239
Renovate 3	2.5 gal/acre	\$220	\$299
Renovate 3	3.0 gal/acre	\$250	\$359
Renovate 3	3.5 gal/acre	\$280	\$419
Clipper	200 ppb	\$485	\$550
Clipper	400 ppb	\$850	\$925
Adjuvant	Specify	NC	NC
Reward diquat	2 gal/acre	\$165	\$175
Aquathol K	2 gal/acre	\$195	\$200
Cutrine	1 gal/acre	\$35	\$38
Cutrine	2 gal/acre	\$60	\$76
	Total	\$10,727	\$13,051

*As reference, the two non-responsive bids were \$13,874.76 & \$14,278 + mobilization costs

Based on unit pricing, PLM Land & Lake Management offers the lowest treatment costs.

PLM is the treatment contractor retained by the city for the Lake Cadillac milfoil management program since its inception in 2006. In each of the prior years the firm has met all contract requirements in timely and professional fashion.

Council Recommendation

Council is asked to authorize the Mayor and City Clerk to sign an Agreement with PLM Land & Lake Management of Ewart, MI for the 2017 treatment season and for two additional seasons (2018 & 2019) with the stipulation that PLM continues to adequately perform all treatment services as required by the city, funding is available, and annual increases in their respective unit prices for ensuing seasons would not exceed two percent (2%) annually.

The funds for this effort have been generated through the Lake Cadillac Invasive Species Millage.

April 17, 2017

Council Communication

Re: *Sound Garden Equipment Improvements*

Introduction

The instruments that we recommend the city purchase are from Freenotes Harmony Park with a distributor Playworld Midstates located in New Albany, Ohio. The ensemble of four separately tuned instruments is called the Freenotes Deluxe Ensemble. The cost including freight is \$14,020.00.

On August 17, 2015 Kathy and Ken Simon members of the Garden Club submitted a letter to City Council addressing concerns about the condition of the sound garden. They also recommended adding new amenities to make the park even more attractive to residents and visitors. We would like to order these new outdoor musical instruments ASAP and have them installed, ready to use before June 30th.

The people who have met multiple times to finalize a plan for this project are;

- Kathy Simon
- Ken Simon
- Vickie Essenmacher
- Al Dumond
- Mike Coy

We have also included Bruce DeWitt and Ken Payne in our discussions concerning repairs to the current structure and placement of new additional outdoor instruments within the garden area. I spoke with Frank Youngman and he is pleased we are going to do repairs preserving most of the original structure.

In our meetings we have looked at outdoor instruments from other manufactures including Percussion Play, Rhapsody, and Freenotes. We have priced different instruments and the costs are difficult to compare because some clearly do not appear durable. One company which we compared prices was Percussion Play. The cost for comparable looking instruments also came to over \$14,000.00. There did appear to be a difference in quality (durability). Shipping was from the United Kingdom and we had no nearby site to see their instruments up close.

We looked at instruments at three locations in the Grand Rapids area. I spoke with the Community Development Director in Cascade Township and their instruments from Freenotes are holding up well. The Cascade Township instruments were installed in 2015.

Recommended Action:

Waive competitive bidding based on the information presented and award the project to Playworld Midstates in an amount of \$14,020.00.

Freenotes Deluxe Ensemble



Four Instruments:

- Y: Yantzee (pg.17)
- S: Swirl (pg.19)
- I: Imbarimba (pg.12)
- T: Tuned Drums (pg.9)

The Deluxe Ensemble is a mixed quartet of instruments with a variety of soothing sounds. It is a smaller, more affordable group of instruments that still offer a diverse soundscape and is just as much fun as the larger ensembles.

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Shari Spoelman

Councilmembers
Tiyi Schippers
Matthew Wohlfeill
John Meinhardt

RESOLUTION NO. _____

RESOLUTION TO INTRODUCE AND TO SET PUBLIC HEARING REGARDING ORDINANCE ESTABLISHING GENERAL APPROPRIATIONS ACT FOR FISCAL YEAR 2018

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 17th day of April, 2017, 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 6, 2017 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 2018 was held on April 17, 2017; 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. 2017-____, Ordinance Establishing General Appropriations Act for Fiscal Year 2018 (the "Ordinance," attached as Exhibit A)
2. A public hearing regarding the Ordinance shall be held on May 15, 2017, at 6:00 p.m. in the Council Chambers, Cadillac Municipal Complex, 200 Lake Street, Cadillac, Michigan.

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 17th day of April, 2017.

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
Shari Spoelman

Councilmembers
Tiyi Schippers
Matt Wohlfeill
John P. Meinhardt

ORDINANCE NO. 2017-xx

**ORDINANCE ADOPTING GENERAL APPROPRIATIONS ACT
FOR FISCAL YEAR 2018**

THE CITY OF CADILLAC ORDAINS:

Section 1, Title.

This Ordinance shall be known as the City of Cadillac General Appropriations Act For Fiscal Year 2018.

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 6, 2016, and a public hearing on the proposed budget was held on April 17, 2016.

Section 3, Expenditures.

The City hereby appropriates the expenditures for the fiscal year commencing July 1, 2017 and ending June 30, 2018 on a departmental and activity total basis as follows:

General Fund Expenditures

Legislative	\$43,900
Office of the City Manager	259,000
Financial Services	235,200
City Clerk/Treasurer Department	297,000
Election Services	14,000
Assessing Services	135,500
Legal Services	200,000
Engineering Services	173,800
City Complex	289,000
Police Department	2,015,000
Code Enforcement	33,500
Fire Department	1,369,900
Public Works	800,100
Culture and Recreation	422,500
Economic Development and Assistance	167,700
Intergovernmental	100,800
Other	220,000

Total Expenditures \$6,776,900

Section 4, Estimated Revenues.

The City estimates that revenues for the fiscal year commencing July 1, 2017 and ending June 30, 2018 will be as follows:

General Fund	
Taxes	\$4,189,000
Licenses & Permits	141,000
Intergovernmental	1,402,000
Charges for Services	939,500
Fines & Forfeits	15,000
Miscellaneous	15,000
Interest and Rents	31,500
Other Financing Sources *	43,900
Total Revenues	\$6,776,900
<i>* Appropriated Fund Balance</i>	

Section 5, Budgets.

The City hereby approves budgets for the fiscal year commencing July 1, 2017 and ending June 30, 2018 for the following funds in the amounts set forth below:

	<u>Revenues</u>	<u>Expenses</u>
Governmental Funds		
Major Street Fund	\$916,100	\$882,200
Local Street Fund	615,500	614,500
Cemetery Operating Fund	113,000	113,000
Cadillac Development Fund	71,500	71,500
Building Inspection Fund	80,000	80,000
Naval Reserve Center Fund	22,500	22,500
Lake Treatment Fund	51,500	51,500
H.L. Green Operating Fund	1,000	0
SAW Grant Fund	200,000	200,000
2004 General Obligation Capital Improvement Bond	90,500	90,500
2016 General Obligation Capital Improvement Bond	243,300	243,300
Industrial Park Fund	39,000	31,000
Special Assessment Capital Projects Fund	1,401,500	1,401,500
Cemetery Perpetual Care Fund	14,500	500
Capital Projects Fund	6,000	500

	<u>Revenues</u>	<u>Expenses</u>
Proprietary Funds		
Auto Parking Fund	\$72,000	\$72,000
Water & Sewer Fund	4,144,000	4,140,000
Capital		3,959,000
Debt Service		570,000
Building Authority Operating Fund	154,500	131,000
Central Stores & Municipal Garage Fund	560,000	556,600
Capital		205,000
Debt Service		50,000
Information Technology Fund	180,000	180,000
Capital		40,000
Self-Insurance Fund	1,285,000	1,285,000
Employee Safety Fund	12,000	12,000
Pension Trust Fund		
Police & Fire Retirement System	926,000	926,000
Component Units		
Local Development Finance Authority Operating Fund	286,300	286,300
Local Development Finance Authority Utility Fund	20,000	15,300
Local Development Finance Authority Capital Projects Fund	125,500	125,500
Downtown Development Authority Operating Fund	29,500	29,500
Downtown Development Authority Capital Projects Fund	1,031,600	1,031,600
Brownfield Redevelopment Authority Operating Fund	47,000	47,000

Section 6, Millage Levies.

(a) The City will levy a tax of 13.9473 mills for the period of July 1, 2017 through June 30, 2018, 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, 2017 through June 30, 2018, 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 1.9548 mills for the period of July 1, 2017 through June 30, 2018, 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 2018 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, 2017.

Approved this 15th day of May, 2017.

Sandra Wasson, Clerk

Carla J. Filkins, Mayor

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Shari Spoelman

Councilmembers
Tiyi Schippers
Matt Wohlfeill
John P. Meinhardt

NOTICE OF PROPOSED ORDINANCE AND PUBLIC HEARING

On April 17, 2017, the City Council of the City of Cadillac introduced Ordinance No. 2017-xx, Ordinance Establishing General Appropriations Act for Fiscal Year 2018.

NOTICE IS HEREBY GIVEN that a Public Hearing on the proposed ordinance will be held in the Council Chambers, Cadillac, Municipal Complex, 200 Lake Street, Cadillac, Michigan, on May 15, 2017, at 6:00 p.m., at a Regular Meeting of the City Council. The City of Cadillac complies with the "Americans with Disabilities Act." If auxiliary aids or services are required at a public meeting for individuals with disabilities, please contact Sandra Wasson, City Clerk, at least three (3) business days prior to any such meeting. Copies of the proposed ordinance are available for examination at the office of the City Clerk and copies may be provided at a reasonable charge. The following is a summary of the proposed ordinance.

ORDINANCE ADOPTING GENERAL APPROPRIATIONS ACT FOR FISCAL YEAR 2018

Section 1 of the proposed ordinance provides that it shall be known as the City of Cadillac General Appropriations Act For Fiscal Year 2018.

Section 2 of the proposed ordinance provides that notice of a public hearing on the proposed budget was published in a newspaper of general circulation on April 6, 2017, and that a public hearing on the proposed budget was held on April 17, 2017.

Section 3 of the proposed ordinance appropriates the expenditures for the fiscal year commencing July 1, 2017 and ending June 30, 2018 on a departmental and activity total basis in the manner set forth in the proposed ordinance.

Section 4 of the proposed ordinance provides the City's estimate of the revenues for the fiscal year commencing July 1, 2017 and ending June 30, 2018.

Section 5 of the proposed ordinance approves budgets for the fiscal year commencing July 1, 2017 and ending June 30, 2018 for certain funds in the amounts set forth in the proposed ordinance.

Section 6 of the proposed ordinance identifies the millages that the City will levy on real and personal taxable property in the City for the period of July 1, 2017 through June 30, 2018, and it states the purpose for each levy.

Section 7 of the proposed ordinance adopts by reference the general fund budget of the City, with revenues and activity expenditures as indicated in Sections 5 and 6 of the proposed ordinance.

Section 8 of the proposed ordinance authorizes the City Manager to make budgetary transfers within the appropriation centers established throughout the budget and provides that 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 of the proposed ordinance provides that the City Council may, by resolution, make additional appropriations during the 2018 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 of the proposed ordinance provides that it shall take effect on July 1, 2017.

CITY COUNCIL OF THE
CITY OF CADILLAC, MICHIGAN

By: Sandra Wasson, City Clerk
Cadillac Municipal Complex
200 Lake Street
Cadillac, Michigan 49601
Telephone No: (231) 775-0181

City Council

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



Mayor
Carla J. Filkins

Mayor Pro-Tem
Shari Spoelman

Councilmembers
Tiyi Schippers
John P. Meinhardt
Matt Wohlfeill

RESOLUTION NO. 2017-____

RESOLUTION TO SET FEE SCHEDULE FOR BUSINESS LICENSES

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 __ day of _____, 2017, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the City of Cadillac ("City") has adopted regulations in Chapter 10 of the City Code regarding licenses and permits for businesses, peddlers, solicitors and transient merchants in the City; and

WHEREAS, Section 10-25 of the Code authorizes the City Council to, by resolution, set fees required to be paid to obtain a business license or permit in the City; and

WHEREAS, pursuant to Section 10-25, the City wishes to adopt a fee schedule for obtaining a business license or permit under Chapter 10.

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

1. The following fee schedule is hereby adopted for obtaining a business license or permit in the City pursuant to Chapter 10 of the City Code:

Business Licenses under Section 10-21(a)	
New Business License Application Fee	\$100
Annual Business License Renewal Fee	\$50

Peddler, Solicitors and Transient Merchant Permits under Section 10-21(b)	
<u>Mobile Carts</u>	
<ul style="list-style-type: none"> • City Directed Sale Locations (Section 10-37) 	Minimum \$500 bid
<ul style="list-style-type: none"> • Vending on Private Property 	\$300
<u>All other Peddlers, Solicitors and Transient Merchants (excluding Mobile Carts)</u>	
<ul style="list-style-type: none"> • City Directed Sale Locations (Section 10-37) 	Minimum \$1,225 bid
<ul style="list-style-type: none"> • Vending on Private Property 	\$725

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

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
) 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. 2017-____, duly adopted at a regular meeting of the City Council held on the __ day of _____, 2017.

Sandra Wasson
Cadillac City Clerk