



City Council Meeting

March 18, 2019

6:00 p.m.

Cadillac Municipal Complex

Council Chambers

200 N. Lake St.

Cadillac, MI 49601



March 18, 2019 City Council Meeting Agenda
6 p.m. at City Hall – 200 N. Lake St. – Cadillac, MI 49601

We support each other in serving our community

CALL TO ORDER
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 regular meeting held on March 4, 2019.
Support Document III-A

IV. COMMUNICATIONS

- A. Friends of the Cadillac Library
Support Document IV-A
- B. Cadillac Jaycees
Support Document IV-B

V. CITY MANAGER'S REPORT

- A. Recommendation regarding 2019-2020 Road Salt.
Support Document V-A
- B. Recommendation regarding 2019 Server Replacement Project.
Support Document V-B

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VI. ADOPTION OF ORDINANCES AND RESOLUTIONS

- A. Adopt Resolution to Support the Finally Fix the Roads Coalition.
Support Document VI-A

VII. PUBLIC COMMENTS

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

VIII. GOOD OF THE ORDER

IX. CLOSED SESSION

Adjourn to closed session to consult with the City Attorney regarding trial or settlement strategy in connection with Wexford County Circuit Court Consolidated Case Nos. 13-24803-CH and 17-27610-CZ, TeriDee LLC et al. v Clam Lake Township and Haring Charter Township v City of Cadillac and HOP Family, LLC and City of Cadillac v Haring Charter Township and Clam Lake Township; and Heidi Hodek, as Next Friend of John Doe, a minor v City of Cadillac and Thomas Wade, Wexford County Circuit Court Case No. 18-28116-NO.

X. 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

6:00 PM – March 4, 2019
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, King, Mayor Filkins
Council Absent: Engels, Spoelman
Staff Present: Roberts, Wasson

APPROVAL OF AGENDA

2019-039 Approve agenda as presented.

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

Motion unanimously approved.

PUBLIC COMMENTS

Brenda Wright expressed concerns regarding pedestrian safety in the downtown area.

Mayor Filkins stated there have been recent discussions regarding pedestrian safety in the downtown area.

Kaycie Ramsey expressed concerns regarding pedestrian safety in the downtown area.

CONSENT AGENDA

2019-040 Approve consent agenda as presented.

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

Motion unanimously approved.

APPOINTMENTS

A. Recommendation regarding reappointment to the Construction Board of Appeals.

2019-041 Approve reappointment to the Construction Board of Appeals.

Motion was made by King and supported by Schippers to approve the reappointment of Ken Bigelow to the Construction Board of Appeals for a 2-year term to expire on March 2, 2021.

Motion unanimously approved.

B. Recommendation regarding reappointment to the Construction Board of Appeals.

2019-042 Approve reappointment to the Construction Board of Appeals.

Motion was made by Schippers and supported by King to approve the reappointment of Connie Houk to the Construction Board of Appeals for a 2-year term to expire on March 16, 2021.

Motion unanimously approved.

C. Recommendation regarding reappointment to the Construction Board of Appeals.

2019-043 Approve reappointment to the Construction Board of Appeals.

Motion was made by King and supported by Schippers to approve the reappointment of Randy Norman to the Construction Board of Appeals for a 2-year term to expire on March 2, 2021.

Motion unanimously approved.

D. Recommendation regarding reappointment to the Construction Board of Appeals.

2019-044 Approve reappointment to the Construction Board of Appeals.

Motion was made by Schippers and supported by King to approve the reappointment of John Saari to the Construction Board of Appeals for a 2-year term to expire on March 2, 2021.

Motion unanimously approved.

E. Recommendation regarding reappointment to the Downtown Development Authority.

2019-045 Approve reappointment to the Downtown Development Authority.

Motion was made by King and supported by Schippers to approve the reappointment of Curtis Schultz to the Downtown Development Authority for a 4-year term to expire on March 4, 2023.

Motion unanimously approved.

Mayor Filkins noted Curtis Schultz has been serving on the DDA since 1999.

CITY MANAGER'S REPORT

A. Recommendation regarding additional Snow Maintenance Equipment for Plow Truck.

Owen Roberts, Director of Finance, noted that on August 20, 2018 the City awarded a bid to install winter maintenance equipment on a new Western Star plow truck to Truck and Trailer Specialties of Boyne Falls, Michigan. He stated the company notified the City that they were beginning to build the new truck and install the equipment. He noted the opportunity was presented for the City to add a 7' side wing plow to the new truck which would increase efficiency of snow plowing operations.

Roberts stated it is being recommended to increase the award to Truck and Trailer Specialties by \$14,591.32 to accommodate the addition of a 7' side wing plow.

2019-046 Approve purchase of side wing plow.

Motion was made by Schippers and supported by King to increase the award to Truck and Trailer Specialties by \$14,591.32 to accommodate the addition of a 7' side wing plow.

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

GOOD OF THE ORDER

Schippers noted the annual Gopherwood benefit will be held at the Elks Lodge at 8:00 pm on March 9, 2019.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra L. Wasson, City Clerk



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

Today's Date 9-12-2018

City Received Date

Banner Request Form

Monday Banner Start Date 4/18/2019

Monday Banner End Date 4/15/2019

(Banners are installed and removed on Mondays unless it is a Holiday, then it will be the following day)
(Banners may only be requested for one week at a time per form)

Reason for Banner National Library Week

Organization Friends of the Cadillac Library Contact Person Vickie Essenmacher

Contact Email [REDACTED]

City of Cadillac & State of Michigan Guidelines:

- Banner requested date is a minimum of 2 months prior to display date requested.
- I understand the City reserves the right to determine when the banner is hung during inclement weather.
- I understand 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.
- Banner picture or a design proof is attached with this request form. *on record*
- 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.
- I understand and agree to these requirements and understand if these are not met the request will be denied.
- Form must be mailed or brought to: **(Email or Fax will not be accepted)**

Cadillac City Hall
Attn: Public Works Department-Events
200 N. Lake Street
Cadillac, MI 49601

Print Name Vickie Essenmacher Signature Vickie Essenmacher Date 9/12/2018

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

Public Works _____	Comments _____	Date Approved _____
City Clerk _____	Comments _____	Date Approved _____
City Council _____	Comments _____	Date Approved _____
State of Michigan _____	Comments _____	Date Approved _____

Befriend Your Local Library

Sponsored By Friends of the Cadillac Wexford Public Library

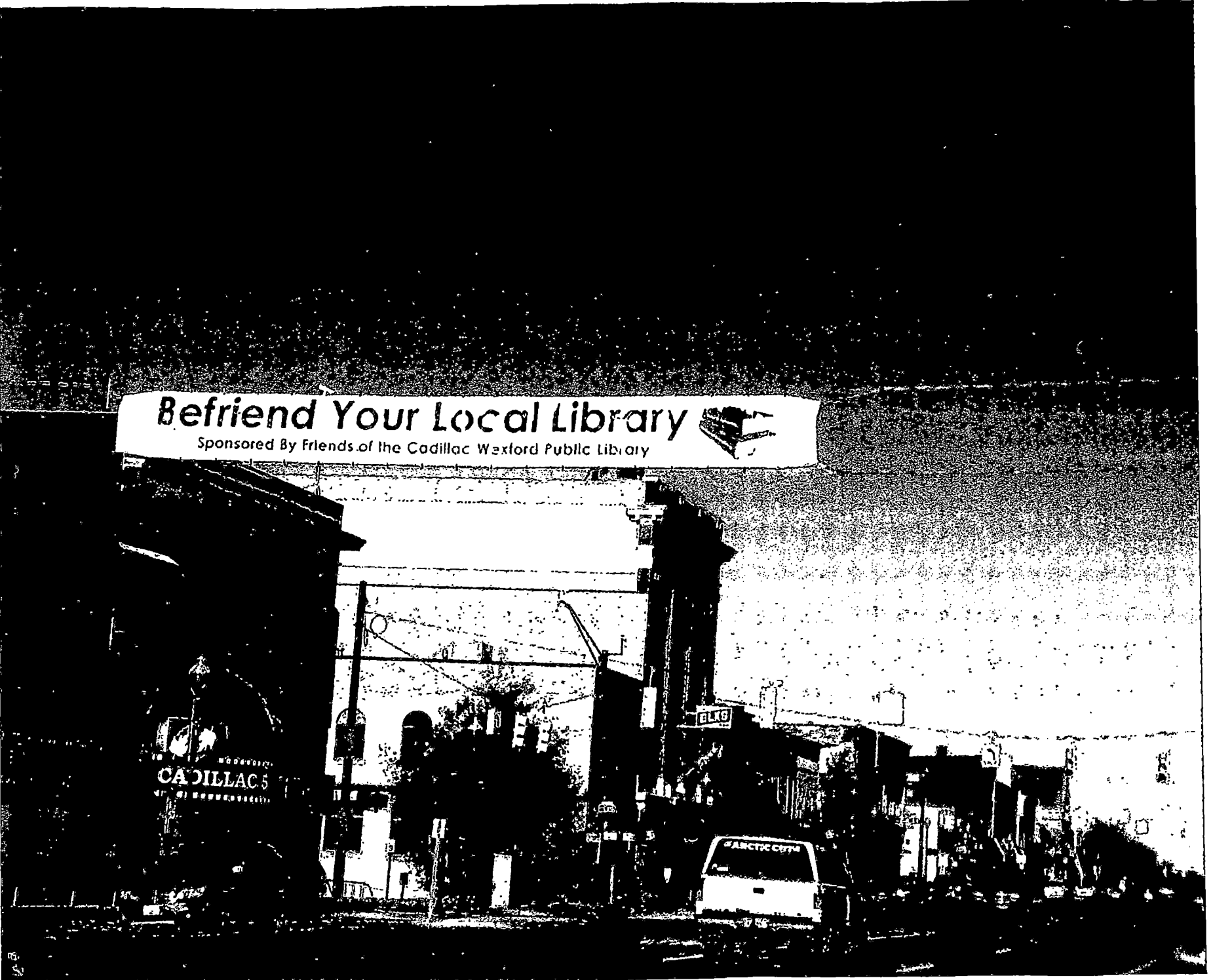


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200 N. Lake Street
Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date 3/5/19

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

Request Planning Guide

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

Applicant Name (Print) Jacob Karr Contact Address [Redacted]
Contact Email [Redacted]

Sponsoring Organization Cadillac Jaycees Private Non-Profit

Purpose of Event Easter Egg Hunt Approx # of Attendees 500

Beginning Date: <u>4/13/19</u>	Ending Date: <u>4/13/19</u>	Reoccurring: YES NO
1st Day _____	Set-up <u>11:00 AM</u> /PM	Start <u>1:00 AM</u> /PM
		End <u>4:00 AM</u> /PM
		Clean-up <u>4:15 AM</u> /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?

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



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Cadillac MI 49601
Phone (231) 775-0181
www.cadillac-mi.net

Today's Date 3/5/19

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 Easter Egg Hunt

Contact Person Jacob Karr

[REDACTED] Contact Email [REDACTED]

Date: <u> </u> / <u> </u> / <u> </u>		Street Closures	
Street Name <u>Lake</u>	Beginning Location <u>Harris</u>	Ending Location <u>Cass</u>	
	Beginning Time <u>11:00</u> AM/PM	Ending Time <u>4:00</u> AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time ___:___ AM/PM	Ending Time ___:___ AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time ___:___ AM/PM	Ending Time ___:___ AM/PM	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time ___:___ AM/PM	Ending Time ___:___ AM/PM	

Date <u> </u> / <u> </u> / <u> </u>		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 Jacob Karr Signature Jacob Karr Date 3/5/19

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
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www.cadillac-mi.net

Today's Date 3/5/19

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

City Park (Fountain) Request Form

Reason for Request Cadillac Jaycees Easter Egg Hunt
Organization Cadillac Jaycees Contact Person Jacob Karr
Contact [Redacted] Contact Email [Redacted]

City of Cadillac Guidelines:

Please read the following and initial to acknowledge your understanding

- JK The Park is for public use
- JK The City does not provide any tents, tables, chairs, rugs, extension cords etc
- JK The fountain may not be operating due to equipment break downs or weather conditions such as wind
- JK I understand and agree to these requirements and understand if these are not met the request will be denied.

Special Requests:

- Electricity
- Picnic Tables
- Use of private tent
- Use of private chairs

Form must be mailed or brought to: **(Email or Fax will not be accepted)**

Cadillac City Hall
Attn: Public Works Department-Events
200 N. Lake Street
Cadillac, MI 49601

Print Name Jacob Karr Signature Jacob Karr Date 3/5/19

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

Public Works _____	Comments _____	Date Approved _____
City Clerk _____	Comments _____	Date Approved _____
City Manager _____	Comments _____	Date Approved _____
City Council _____	Comments _____	Date Approved _____

March 18, 2019

Council Communication

Re: 2019/2020 Road Salt

For many years, the City of Cadillac has participated with the State of Michigan's Delivering Extended Agreements Locally (MiDEAL) program to competitively bid road salt. Cadillac joins the State and over 150 other communities in utilizing this bidding process to achieve cost savings through the economies of scale inherent in the process.

Orders for road salt are placed in the spring of each year. The State's contract is finalized by late summer, and early shipments typically arrive in late fall. Based on seasonal requirements, the City expects to need approximately 2,000 tons of road salt to cover the entire winter. Depending on the final bid award, annual costs are expected to total about \$150,000 (~\$75/ton).

Recommended Action

Because of the economies of scale achieved through the process, it is recommended that Council, pursuant to Section 2-299 and 2-312 of the City Code, authorize the City to participate in the MiDEAL competitive bidding process and approve the commitment to purchase up to 2,000 tons of seasonal road salt through the resulting State of Michigan contract at the unit cost bid approved by the State of Michigan. Funds are available in the Stores and Garage Fund for this purchase. Actual costs of usage are charged to appropriate activities within the Major and Local Street Funds and several other City activities based upon actual usage throughout the winter.

March 18, 2019

Council Communication

Re: Server and Network Upgrades

The FY2019 Annual Operating Budget includes an appropriation of \$50,000 to replace the City's core servers and related network hardware. The current servers were purchased and installed in 2013 by I. T. Right, the City's information technology provider, at a cost of \$55,297 with an expected useful life of five (5) years. They are now six years old and need to be replaced.

Through our continued relationship with I.T. Right, the City was able to leverage their purchasing power and knowledge to manage the acquisition of the hardware for the replacement project.

The project encompasses the following:

Servers, and all related server software	\$22,224
Network and Redundancy Upgrades	1,614
KVM, Power, UPS Power Backup	2,028
Labor (I.T. Right - outside of contract)	3,600
Total	\$29,466
Labor Discount	(720)
Net Total Project Costs	\$28,746

I.T. Right has a longstanding relationship with a supplier called SourceCode. This company builds all the servers and desktop computers that are recommended and/or deployed by the company. I.T. Right has evaluated companies like Dell, HP, and others, and has found SourceCode to be cheaper in almost all cases. In addition, SourceCode works directly with I.T. Right as they build the hardware and install it at various customer locations. SourceCode also stands by their products with a comprehensive 3-year warranty. I.T. Right management has indicated that the company has not failed to meet warranty expectations on any occasion.

Recommended Action

It is recommended that City Council waive competitive bidding and award the 2019 Server Replacement project to I.T. Right in the amount of \$28,746. Funds are available in the Information Technology Fund.

March 18, 2019

COUNCIL COMMUNICATION

Re: Resolution of Support Regarding the Finally Fix the Roads Coalition

Last spring a group of Macomb County area public administrators met with a delegation of Michigan legislators in Lansing to discuss the lack of funding for roads and infrastructure. After lengthy discussions, it was determined that establishing a non-partisan coalition comprised of administrators, with the support of their organizations, would be a good first step in trying to find solutions to the pervasive and critical problem of fixing public roads and infrastructure. The Finally Fix the Roads Coalition was subsequently created, and several communities, including Sterling Heights, Center Line, Clinton Township and others have approved the following resolution of support, which if adopted, would be shared with our State Representative and Senator accordingly.

Last summer, the Finally Fix the Roads Coalition met in Cadillac to continue their discussions and brainstorming on solutions and presented a panel of representatives (Cadillac was on the panel) at the Michigan Municipal Executive's Annual Summer Institute.

Recommendation

Adoption of the resolution supporting the efforts of the Finally Fix the Roads Coalition to call attention to the poor condition of public roads and infrastructure, the antiquated and inequitable appropriation of funding raised from taxes and fees for public roads and infrastructure, and the pervasive underfunding of public roads and infrastructure throughout the State of Michigan.

RESOLUTION TO SUPPORT THE FINALLY FIX THE ROADS COALITION

This resolution made and adopted at a meeting of the City Council of the City of Cadillac, Wexford County, Michigan, held in Council Chambers at 200 N. Lake Street, Cadillac, Michigan 49601 on the 18th day of March 2019.

Members Present:

Members Absent:

The following resolution was made by ____ and seconded by ____

WHEREAS, Michigan roads are among the worst in the United States; and,

WHEREAS, Michigan has been consistently underfunding road and infrastructure improvements for decades; and,

WHEREAS, a group of public administrators from Macomb County met with legislators in Lansing on April 12, 2018 with the hope of developing solutions to road funding and infrastructure issues; and,

WHEREAS, these important issues are still outstanding, with no permanent solution within sight; and,

WHEREAS, elected leaders must be held accountable to find a solution to this problem; and,

WHEREAS, public administrators are frustrated and concerned with this issue potentially falling on the backs of local units of government, many of which only have enough funds to take a "bandage" approach to fixing local roads which undermines their credibility with the constituencies they serve; and,

WHEREAS, the Finally Fix the Roads Coalition was formed in May of 2018 by four founding members: Center Line City Manager Dennis Champine, Advancing Macomb Director Melissa Roy, Sterling Heights City Manager Mark Vanderpool, and Clinton Township Deputy Supervisor Elizabeth Vogel, and,

WHEREAS, Finally Fix the Roads Coalition is not affiliated with any political party or candidate seeking office or reelection; and,

WHEREAS, Finally Fix the Roads Coalition intends to have all 83 counties, and their local community administrators, join the effort; and,

WHEREAS, the Finally Fix the Roads Coalition intends to reach out to and align local communities throughout the state of Michigan by building consensus among Michigan communities, simplify and raise awareness of issues to residents, identify practical solutions for sustainable infrastructure funding, hold state-wide leaders accountable for implementing a solution; and,

WHEREAS, potential solutions, include, but are not limited to, reprioritizing funding resources in the State Budget, increasing road funding, updating the very antiquated Public Act 51 to reflect changes in population, road additions and expansions to create a more equitable distribution of road funding, improved enforcement and regulation of weight limits, improved collaboration with all levels of government, and improved communication with stakeholders.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cadillac does hereby support the efforts of the Finally Fix the Roads Coalition, an effort that will call attention to the condition of our public roads and infrastructure, the antiquated and inequitable appropriation of funding raised from taxes and fees for public roads and infrastructure, and the pervasive underfunding of public roads and infrastructure throughout the State of Michigan.

AYES:

NAYS:

ABSENT:

I, Sandra Wasson, City Clerk of the City of Cadillac, hereby certifies this to be a true and complete copy of a Resolution duly adopted at the Regular Meeting of City Council held on the 18th day of March 2019.

Sandra Wasson, City Clerk