



City Council Meeting

September 3, 2024

6:00 p.m.

Cadillac Municipal Complex

Council Chambers

200 N. Lake St.

Cadillac, MI 49601



September 3, 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 August 19, 2024
Support Document III-A

IV. PUBLIC HEARINGS

- A. Public hearing to consider adoption of Ordinance to Amend Section 26-104 and Section 26-109 of the Code of Ordinances.
Support Document IV-A

Cadillac City Council Agenda

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V. COMMUNICATIONS

A. Cadillac Fire Department – Child Safety Expo
Support Document V-A

B. Cadillac Philharmonic Club
Support Document V-B

C. CAPS Homecoming Parade
Support Document V-C

VI. APPOINTMENTS

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

VII. ADOPTION OF ORDINANCES AND RESOLUTIONS

A. Adopt Resolution Amending General Appropriations Act for Fiscal Year 2025.
Support Document VII-A

VIII. 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.

IX. GOOD OF THE ORDER

X. CLOSED SESSION

Adjourn to closed session for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement and to consider material exempt from discussion or disclosure by statute under MCL 15.268 (h), specifically identified as an attorney-client privileged written legal opinion.

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

August 19, 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, King, Mayor Filkins

Council Absent: Schippers, Engels

Staff Present: Peccia, Roberts, Ottjepka, Dietlin, Homier (via Zoom), Wasson

APPROVAL OF AGENDA

Peccia noted that with only three (3) Council Members in attendance, there are a couple of items that need to be postponed which are the budget amendment and the closed session. He stated both items will be added to the next meeting, which is Tuesday, September 3, 2024.

2024-149 Approve agenda as amended.

Motion was made by Elenbaas and supported by King to approve the agenda as amended to remove the budget amendment and the closed session.

Motion unanimously approved.

PUBLIC COMMENTS

Bill Barnett commented on the LDFA and expressed concern about the lack of transparency regarding PFAS test results.

Randy Lindell expressed concern about vehicles speeding near Franklin Elementary School. He commented on parking and the Community Recreation Plan.

CONSENT AGENDA

2024-150 Approve consent agenda as presented.

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

Motion unanimously approved.

COMMUNITY SPOTLIGHT

A. Rotary Club of Cadillac Donation for Diggins

Greg Bock, President - Rotary Club of Cadillac, stated they are excited to be part of the revitalization of Diggins Hill. He presented a check to the City in the amount of \$88,872.61

for the playground.

PUBLIC HEARINGS

A. Public hearing regarding Community Recreation Plan 2024-2029.

Peccia provided a presentation on the Community Recreation Plan Highlights 2024-2029 (see attachment).

Mayor Filkins opened the public hearing.

Randy Lindell expressed support for the Community Recreation Plan.

Mayor Filkins closed the public hearing.

Elenbaas suggested the top of Diggins Hill would be a great place for a BMX park.

Peccia stated that feedback can be added to the plan.

2024-151 Adopt Community Recreation Plan 2024-2029.

Motion was made by Elenbaas and supported by King to adopt the 2024-2029 City/CAPS Community Recreation Plan as presented.

Motion unanimously approved.

COMMUNICATIONS

A. Highfield Boats Dealer Show

2024-152 Approve reservation of docking spaces for Highfield Boats Dealer Show.

Motion was made by King and supported by Elenbaas to allow Highfield Boats to reserve the public docking spaces during their dealer show on September 9-10, 2024 as presented.

Motion unanimously approved.

B. Overdose Awareness Day

2024-153 Approve street closure for Overdose Awareness Day.

Motion was made by Elenbaas and supported by King to approve the closure of Lake St. between Harris St. and Cass St. from 3:00 pm to 7:00 pm on August 30, 2024 for Overdose Awareness Day.

Motion unanimously approved.

C. Festival of Races

2024-154 Approve street closure for Festival of Races.

Motion was made by Elenbaas and supported by King to approve the closure of Lake St. between Harris St. and Cass St. from 7:00 am to 1:00 pm on August 31, 2024 for the Festival of Races.

Motion unanimously approved.

D. Wedding

2024-155 Approve serving of alcoholic beverages for a wedding party.

Motion was made by Elenbaas and supported by King to approve the serving of alcoholic beverages at the Market from 12:00 pm to 8:00 pm on August 25, 2024 for a wedding party.

Motion unanimously approved.

APPOINTMENTS

A. Recommendation regarding appointment to the Board of Review.

2024-156 Approve appointment to the Board of Review.

Motion was made by King and supported by Elenbaas to approve the appointment of David Powell to the Board of Review, Fourth Ward Representative, for a 2-year term to expire on August 19, 2026.

Motion unanimously approved.

B. Recommendation regarding appointment to the Board of Review.

2024-157 Approve appointment to the Board of Review.

Motion was made by Elenbaas and supported by King to approve the appointment of Kara Herman to the Board of Review, Fourth Ward Alternate Representative, for a 2-year term to expire on August 19, 2026.

Motion unanimously approved.

Mayor Filkins asked if alternate representatives attend all of the meetings or do they just attend when the regular representative cannot attend.

Owen Roberts, Director of Finance, stated typically they attend to fill-in for the regular representative. He noted alternates are welcome to attend all meetings to observe but the only one that would get paid would be the primary representative. He stated alternates who attend meetings when the primary representative is in attendance cannot vote.

CITY MANAGER'S REPORT

A. Recommendation regarding Actuarial Valuation Services – Other Post-Employment Benefits (OPEB).

Peccia stated these valuations are required for the City to meet reporting requirements issued by the Governmental Accounting Standards Board. He noted the recommendation is to extend the contract with The Howard E. Nyhart Company, Inc. for five additional years through FY2028.

2024-158 Approve extension of contract.

Motion was made by King and supported by Elenbaas to approve that the contract for actuarial valuation services for the City's other post-employment benefits (OPEB) with the Howard E. Nyhart Company, Inc. be extended for five additional years through FY2028.

Motion unanimously approved.

B. Recommendation regarding Vermeer Chipper Repair.

Peccia stated the Vermeer chipper was purchased in 2008 and needs significant repair. He noted the estimated cost of the repair is \$15,000. He stated new comparable units cost about \$70,000.

2024-159 Waive competitive bidding regarding Vermeer Chipper Repair.

Motion was made by Elenbaas and supported by King to waive competitive bidding regarding repair of Vermeer chipper.

Motion unanimously approved.

2024-160 Authorize Vermeer Chipper Repair.

Motion was made by Elenbaas and supported by King to authorize Vermeer of Michigan to repair the Vermeer chipper for the estimated amount of \$15,000.

Motion unanimously approved.

C. Bids and recommendation regarding Ferric Chloride.

Peccia noted ferric chloride is used to treat phosphorus in the waste stream. He stated the recommendation is to award the purchase to the lowest bidder, Kemira Water Solutions, Inc. at a price of \$0.612 per dry pound for the period of August 1, 2024 through July 31, 2026.

2024-161 Award purchase of Ferric Chloride.

Motion was made by Elenbaas and supported by King to award the purchase of ferric chloride for the period of August 1, 2024 through July 31, 2026 to Kemira Water Solutions, Inc. at a price of \$0.612 per dry pound.

Motion unanimously approved.

INTRODUCTION OF ORDINANCES

A. Adopt resolution to introduce Ordinance to Amend Section 26-104 and Section 26-109 of the Code of Ordinances and set a public hearing for September 3, 2024.

Peccia noted this is regarding the application process for docking permits. He noted the North Boulevard Marina Association requested the process be changed to make it safer for all involved.

2024-162 Set public hearing for Ordinance 2024-11.

Motion was made by King and supported by Elenbaas to adopt the resolution to introduce Ordinance to

Amend Section 26-104 and Section 26-109 of the Code of Ordinances and set a public hearing for September 3, 2024.

Motion unanimously approved.

ADOPTION OF ORDINANCES AND RESOLUTIONS

- A. Adopt Resolution to Enter into Contract with the Michigan Department of Transportation for Trunkline Maintenance.

2024-163 Adopt resolution to enter into contract with MDOT.

Motion was made by Elenbaas and supported by King to adopt the Resolution to Enter into Contract with the Michigan Department of Transportation for Trunkline Maintenance,

Motion unanimously approved.

Peccia stated the resolution regarding the budget amendment was removed from the agenda because there are only three (3) Council Members in attendance. He stated we have seen some unprecedented overgrowth in the lake and as a result we know we are going to go over our current appropriation regarding management of that overgrowth. He noted the related budget amendment will be brought back at the next meeting.

Mayor Filkins noted we were talking about this a year ago and she had asked about the lagoon on the other side of M-115 causing the problem in Lake Cadillac.

Peccia noted the problem could be caused by a number of factors including the lagoon, the channel, and the weather.

Mike Solomon, Wexford County Drain Commissioner, noted Restorative Lake Sciences has always been instructed to not survey that area or propose anything for it. He stated he believes it is worthy to at least survey the area because it is covered with weeds and much of it has to be Eurasian Watermilfoil and they feel it is an incubator that impacts the lake. He noted the lake treatment is scheduled for next week.

PUBLIC COMMENTS

Mike Solomon stated this year they did the triannual inspection of the dam and there were three (3) small items that needed correction. He noted those items have been corrected and the County and the City will split those invoices.

Mike Solomon stated he has had continued good relations and support from City staff especially Marcus Peccia, Owen Roberts, Jeff Dietlin, and Ken Payne.

Randy Lindell requested monitoring of vehicles speeding in the neighborhoods.

GOOD OF THE ORDER

Elenbaas expressed support for the Silent Observer sign.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor

Sandra Wasson, City Clerk

Community Recreation Plan Highlights 2024-2029

Parks and Recreation Staff and Plan Development

Jennifer Brown, Cadillac Area Public Schools Superintendent

Michael Outman, Cadillac Junior High School Principal

Fred Bryant, Cadillac Area Public Schools Athletic Director

Marcus Peccia, Cadillac City Manager

Gabe Marine, Parks Supervisor, City of Cadillac

John Wallace, Community Development Director, City of Cadillac

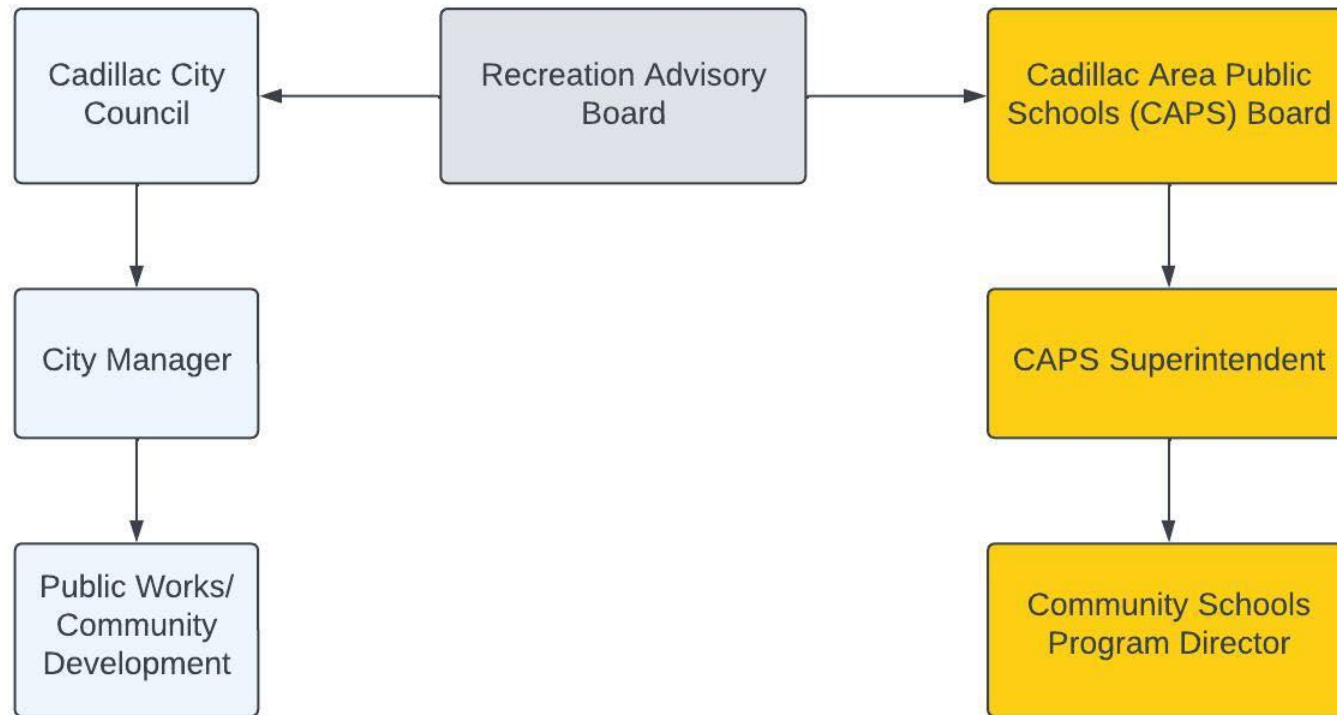
Abigail Pluger, Community Development Specialist, City of Cadillac

Danielle Timmer, Community Development Coordinator, City of Cadillac

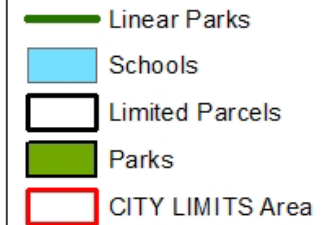
Recreation Program Goals

1. Strengthening participation and collaboration between the Cadillac Area Public School District, the city of Cadillac, and Wexford County to provide for a more efficient allocation of services and an improved quality of life for the community.
2. To improve the walkability of the city and to promote safe bicycle trails and routes throughout the city.
3. To facilitate recreational opportunities related to our natural resource base.
4. Maintain and implement upgrades to existing recreational facilities as needed to meet the needs of residents and those who enjoy these public conveniences.
5. Build new facilities to address recreational deficiencies, and to make sure that there are recreational opportunities for all facets of the population.
6. Maintain an on-going evaluation of current and proposed recreation facilities about barrier-free accessibility. Where feasible and practicable, ensure that all facilities are designed, constructed, and maintained to be universally accessible.
7. Improve the planning, location, and development of tourism-oriented recreation facilities to strengthen the area's economy.

Figure 1
Organizational Chart
Recreation Planning & Programming
Cadillac, Mi



Legend



Park Sites

Community Parks:

Diggins Hill

Kenwood Park

Neighborhood Parks:

Kiwanis/Whittier Park

Kenwood Park

Diggins Hill

Linear Parks:

Lake Shore Park

Clam River Greenway

White Pine Trail and Trailhead

Lake Cadillac Bicycle Path

Park Sites

Specialty Parks:

City Park, Plaza, and Market

Cadillac Area Dog Park

Walter A. Kysor Park

CASA All-Sports Facility

Chris Blackburn Memorial Skatepark

Forest Lane Park

State Parks:

William Mitchell State Park

Observed or Perceived Recreation Deficiencies

Highest Response:

- Addition of pickleball courts
- Upgrades to existing basketball courts
- Upgrades to the Diggins Hill Park in general

Moderate Response:

- Ice skating rinks (at Diggins Hill and in general)
- Restrooms (at the Market and Diggins Hill)
- Playgrounds (in general)
- Skate park improvements (and supporting equipment)
- Bicycle paths (in general)
- Signage
- Sculptures and murals (on north side of Lake Cadillac)

Recreational Deficiency Summary

- One neighborhood park in the southern portions of the city.
- Two playgrounds, one at Diggins Hill Park, the other at the new neighborhood park in the south side of the city.
- One softball field
- One soccer field
- Five pickleball courts
- Additional bicycle paths (in-street and separated paths).
- Additional walking paths.
- Additional facilities at Diggins Hill
 - Walking paths
 - Sledding hill
 - Pickleball courts (add new courts)

Action Plan

Diggins Hill:

- Trail development (walking, disc golf fairways, cross country skiing)
- Disc golf improvements (course redesign, improved launch pads, and wayfinding signage)
- Warming shelter
- Ice skating rink
- Fireplace
- Parking lot improvements

Action Plan

Kenwood Park:

- Interpretive trails with signage
- Parking improvements
- Running space with obstacles such as a climbing wall and exercise stations
- Update boat launch-to include dredging and expanding from one to two docks

Action Plan

New Park on the South Side

According to the park service ranges in this plan the city is short one neighborhood park on the south side of the city. The lead options for a potential park site is on the south side of the former Cooley School site or a site along Pearl Street.

At a minimum this park should include a playground and grass area for playing games (softball, football, soccer etc.) This park may also include court facilities for basketball or pickleball and passive park area.

Chris Blackburn Memorial Skate Park

The equipment at this park is scheduled to be replaced or updated as needed. Additional skate park equipment such as banks and rails would enhance user demand.

Action Plan

Camp Torenta (owned by Cadillac Area Public Schools)

Although owned by the Cadillac Area Public Schools, the recreation programming at the camp is managed by the YMCA.

Planned improvements include:

- The replacement of several older cabins
- Purchase of recreation equipment including canoes, kayaks, and archery equipment

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-_____

**A RESOLUTION TO ADOPT AN ORDINANCE TO AMEND SECTION 26-104 AND
SECTION 26-109 OF THE CODE OF ORDINANCES, CITY OF CADILLAC,
MICHIGAN**

At a meeting of the City Council of the City of Cadillac, Wexford County, Michigan, at the Cadillac Municipal Complex, 200 N. Lake Street, Cadillac, Michigan on the 3rd day of September, 2024, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, pursuant to Article VII, §22 of the Michigan Constitution, the City of Cadillac (“City”) is authorized to adopt resolutions relating to its municipal concerns; and

WHEREAS, the City Council introduced amendments to the City Code of Ordinances to update the application process for docking permits in the C.A. Hofmeister Plat of Kenwood Park, including, but not limited to, how and when to apply for said docking permit at a meeting held August 19, 2024; and

WHEREAS, the City Council held a duly noticed public hearing on the proposed amendments on September 3, 2024; and

WHEREAS, the City Council desires to adopt the proposed amendments.

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

1. The City adopts Ordinance No. 2024-____, An Ordinance to Amend Section 26-104 and Section 26-109 of the Code of Ordinances, City of Cadillac, Michigan (the “Ordinance”), attached as **Exhibit A**.

2. The City Clerk is directed to publish a Notice of Adoption within seven (7) days of the Ordinance’s adoption. The Notice of Adoption shall be substantially in the form of **Exhibit B**.

3. 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.

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

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF WEXFORD)

I, Sandra Wasson, 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 3rd day of September, 2024.

Sandra Wasson, City Clerk

CITY OF CADILLAC

ORDINANCE NO. 2024-_____

AN ORDINANCE TO AMEND SECTION 26-104 AND SECTION 26-109 OF THE CODE OF ORDINANCES, CITY OF CADILLAC, MICHIGAN

The City of Cadillac ordains:

Section 1. Amendment of Section 26-104 of the Code of Ordinances.

“Sec. 26-104. Storage and removal.

No dock, boat or hoist or related appurtenances shall be stored upon any public land, park or public right-of-way. This section does not exclude the proper use, placement or construction of a dock, boat hoist, any mooring devices, or appurtenances relating to, upon or in waters adjacent to public lands (parks and public access sites excluded) or public rights-of-way identified in this article (including, but not limited to, the "lakefront" identified in section 26-109) between ~~10:00 a.m. on the second Saturday in the month of~~ April 1 and November 15 of each year. All structures and appurtenances that are placed adjacent to public lands must not be placed closer than 25 feet to any private lot line, and shall be removed by the owner or his agent on or before November 15 of each year, and remain off until ~~10:00 a.m. on the second Saturday in the month of~~ April 1 ~~the following each~~ year.”

Section 2. Amendment of Section 26-109 of the Code of Ordinances.

“Sec. 26-109. Plat of Kenwood Park.

C. A. Hofmeister's Plat of Kenwood Park, known as the Plat of Kenwood Park, has lakefront which is that portion of the Plat of Kenwood Park located between North Boulevard and the shore of Lake Cadillac. Public docking may be allowed along such lakefront, subject to the other provisions of this article and to the following specific provisions:

- (1) No docks shall be allowed within 25 feet of the west line of the Plat of Kenwood Park.
- (2) Any such dock usage shall be subject to state laws, rules and regulations, if any.
- (3) The placement of such docks shall be for seasonal structures to facilitate private, noncommercial recreational use of the water, and the city is not intending to offer services to the public.
- (4) Should a state marina permit be required, such marina permit shall be obtained at the sole cost of the users of the docks.
- (5) Docking will be open to all members of the public subject to the availability and receipt of a proper docking permit. Any dock usage shall be at the sole risk of the user.

-
- (6) ~~Subject to the availability and receipt of a proper docking permit, t~~There shall be a limit of one dock per ~~docking site~~household.
- (7) Placement of docks in the water, which are not intended to be used, but which are placed primarily for the purpose of excluding other docks shall be prohibited.
- (8) The public's privilege to place a dock is ~~on a "first come, first serve" basis~~subject to the timely completion and submittal of a docking permit application and the availability of docking permits. Spaces will be numbered by the Applications and docking site registration shall be administered by the North Boulevard Marina Association. ~~There will be permit applications placed at each space. The application will be picked up by the user and delivered to the North Boulevard Marina Association for registration each year. The user will then have until June 1 of each year to place a dock at the reserved space.~~
- (9) The roads and lots lines in the Plat of Kenwood Park running perpendicular to North Boulevard shall be deemed to end at the northern edge of North Boulevard, and not at the shore of Lake Cadillac.”

Section 3. Severability.

If any provision of this Ordinance is found invalid for any reason, such holding will not affect the validity of the remaining provision of this Ordinance.

Section 4. Repealer.

Any ordinance that conflicts with this Ordinance is repealed to the extent necessary to give this Ordinance full force and effect.

Section 5. Effective Date.

This Ordinance takes effect 20 days after its adoption.

Approved this ____ day of _____, 2024.

Sandra Wasson, City Clerk

Carla J. Filkins, Mayor

I, Sandra Wasson, the City Clerk of the City of Cadillac, Michigan, do hereby certify that Ordinance No 2024-_____ 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

NOTICE OF ADOPTION AND SUMMARY OF ORDINANCE NO. 2024-_____

On September 3, 2024, the City of Cadillac enacted an ordinance entitled Ordinance to Amend Section 26-104 and Section 26-109 ("Ordinance"). A true copy of the Ordinance is available for inspection at the offices of the City of Cadillac, located at 200 North Lake Street, Cadillac, Michigan 49601. Inspections may take place during normal business hours. Members of the public may obtain a copy of the Ordinance for a reasonable charge. The following is a summary of the Ordinance:

ORDINANCE TO AMEND SECTION 26-104 AND SECTION 26-109

Section 1 of the proposed ordinance provides that docks, boats, or hoists or related appurtenances shall not be stored upon any public land, park or public right-of-way except from April 1 to November 15 of each year.

Section 2 of the proposed ordinance permits one dock per docking site at C.A. Hofmeister's Plat of Kenwood Park subject to the availability and receipt of a proper docking permit, which is predicated on the timely completion and submittal of a docking permit application and shall be administered by the North Boulevard Marina Association.

Section 3 of the Ordinance provides that if the Ordinance is found invalid for any reason, such holding will not affect the validity of the remaining provision of the Ordinance.

Section 4 of the Ordinance provides that all other ordinances inconsistent with the provisions of the Ordinance are repealed to the extent necessary to give the Ordinance full force and effect.

Section 5 of the Ordinance provides that the Ordinance will take effect 20 days after its adoption and publication.

CITY COUNCIL OF THE
CITY OF CADILLAC, MICHIGAN
By: Sandra Wasson, City Clerk
Cadillac Municipal Complex
200 North Lake Street
Cadillac, Michigan 49601
Telephone No: (231) 775-0181



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

Today's Date _____

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 _____

Contact Person _____

Contact Phone _____ Contact Email _____

Date: _____

Street Closures

Street Name _____ Beginning Location _____ Ending Location _____

Beginning Time _____ Ending Time _____

Street Name _____ Beginning Location _____ Ending Location _____

Beginning Time _____ Ending Time _____

Street Name _____ Beginning Location _____ Ending Location _____

Beginning Time _____ Ending Time _____

Street Name _____ Beginning Location _____ Ending Location _____

Beginning Time _____ Ending Time _____

Date _____

Parking Lot Closures

Lot Location _____ Street _____ Nearest Cross Street _____

Beginning Time _____ Ending Time _____

Lot Location _____ Street _____ Nearest Cross Street _____

Beginning Time _____ Ending Time _____

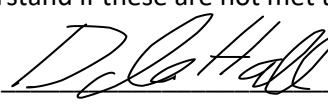
Lot Location _____ Street _____ Nearest Cross Street _____

Beginning Time _____ Ending Time _____

Form must be mailed or delivered to the above address or emailed to: mvandermeulen@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 _____ Signature  Date _____

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



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

Today's Date 8-1-24

City Received Date



Banner Request Form

9/30/24
Monday Banner Start Date 10/7/24

10/1/24
Monday Banner End Date 10/14/24

(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 Promoting "Music Award Students" performance

Organization Cadillac Philharmonic Club Contact Person Jayne Knapp

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 Jayne Knapp Signature Jayne Knapp Date 8/1/24

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 _____

Music Awards
Anniversary Program
Cadillac Philharmonic

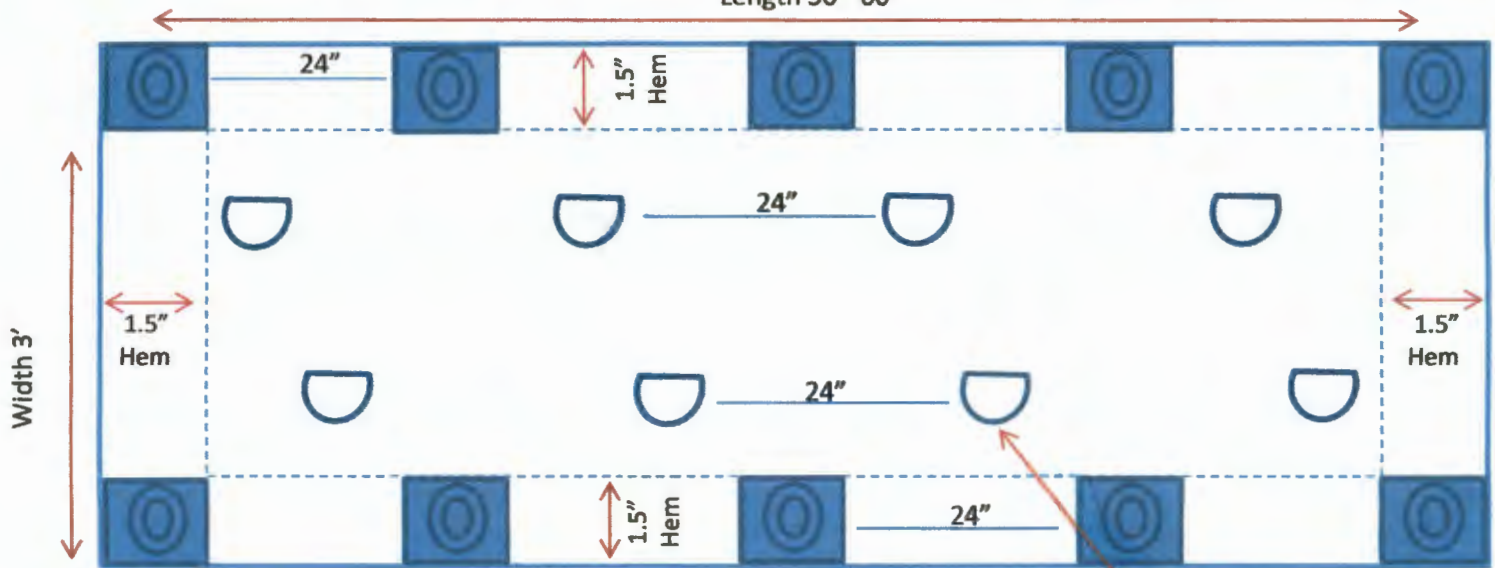
Second month
Club In October



Banner Specifications

- Banner must be made of a minimum of 18 oz. vinyl or of comparable material
- Hem must be 1.5" double folded and stitched on inside & outside
- Grommets must be a minimum of # 4 Spur and not more than 24" apart along top & bottom
- Wind Vents must 12-18" semi-circle openings and not be more than 24" apart

Length 30' - 60'



Grommets:

Minimum of #4 Spur
Spaced maximum of 24" apart

****Drawing is not to scale****

Wind Vents:

12" diameter semi-circle openings
Spaced maximum of 24" apart

Attach a photo of the banner or provide a detailed design proof

(Request will not be approved without a proof or picture)



White background
Blue letters + notes.



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

Today's Date 8/20/2024

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

Parade Request Form

Name of Parade Homecoming - Cadillac High School
Purpose of Parade Showcase school organizations & what community offers
Requesting Organization Cadillac High School - Student Council
Contact Person(s) Malinda Martin Baker - Advisor
Contact Phone [REDACTED] Contact Email [REDACTED]
Date of Parade 10/04/2024 Friday Approx. number of participating groups ~40
Requested Route ☐ Lake Street ☒ Mitchell Street See route Staging Time 4:00 AM/PM
Starting Time 5:00 AM/PM Ending Time ~6:00 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: mrvandermeulen@cadillac-mi.net

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

Malinda Martin Baker
Signature



September 3, 2024

COUNCIL COMMUNICATION

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

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

Recommended Council Action:

Motion to appoint Heather Goodman to a four-year term on the Downtown Development Authority (DDA), which will expire on 09/03/2028.



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 | ☐ Other _____ |
| ☒ Downtown Development Authority | |

Please print or type:

Name HEATHER GOODMAN Address 105 S Mitchell st.

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

E-mail [REDACTED] Date available for appointment _____

RECEIVED

AUG 27 2024

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.

VP Jam & Bread -

MDA - Volunteer & care giver

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.

Massage Therapy - Owner & therapist - Empathy and intuned to others - listening skills and patience

Currently owner of Wildflower Kitchen - Pastry Chef along w/ my husband Tom - we have always been very customer focused and attention to detail - forward thinking

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?

We are a new business in Cadillac on Mainstreet - I have been a business owner in Cadillac for 20yrs - my children are all grown and out on their own - which now allows me to get plugged into my community more through our Shop.

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

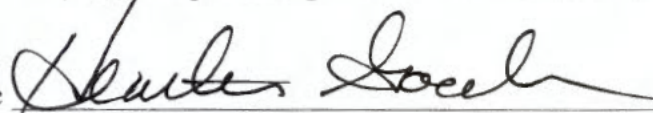
Please provide information about specific training, education, experience or interests you possess that qualify you as an appointee to the position you seek.

Have been a successful business owner for over 20 yrs -
Plugged into Deaf community - speak fluent ASL
Two Pastry Chef certificates

I am passionate about people - passionate about seeing others succeed.

Raised Four AMAZING well rounded children that are thriving
(+this is a feat in of itself) + I'm Funny!

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

Signature 

Date 8/14/24

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.

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-____

**RESOLUTION AMENDING GENERAL APPROPRIATIONS ACT
FOR FISCAL YEAR 2025**

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 3rd day of September, 2024, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the City adopted Ordinance No. 2024-06, Ordinance Adopting General Appropriations Act for Fiscal Year 2025 ("General Appropriations Ordinance") on May 30, 2024, which approved a general appropriations act for the 2025 fiscal year; and

WHEREAS, Section 10.5 of the City Charter provides that the City Council may make additional appropriations during the fiscal year for unanticipated expenditures required of the City; and

WHEREAS, Section 9 of the General Appropriations Ordinance authorizes the City Council to make such additional appropriations by resolution; and

WHEREAS, the City Council has determined that additional appropriations are required due to unanticipated expenditures;

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

1. The general appropriations act for the 2025 fiscal year is hereby amended in the manner set forth in the attached Exhibit A, which is incorporated by reference.

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)
)
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 3rd day of September, 2024.

Sandra Wasson
Cadillac City Clerk

City of Cadillac

EXHIBIT A

Financial Services Department
FY2025 Budget Amendment #1
September 3, 2024

Current Budget	Amended Budget	Increase (Decrease)
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GENERAL FUND

Department: Other Financing Uses	\$395,000	\$465,000	\$70,000
Amended Line Items Detail			
Transfer Out - Lake Treatment	50,000	120,000	70,000
<i>Purpose: Transfer additional funds for lake treatment based on actual lake survey conducted in August.</i>			

General Fund Summary		Prior Approved	Amended	Change
Revenues		\$8,917,500	\$8,917,500	\$0
Expenditures		9,195,200	9,265,200	70,000
Revenues Over (Under) Expenditures		(\$277,700)	(\$347,700)	

Lake Treatment Fund

Revenue	\$50,000	\$120,000	\$70,000
Amended Line Items Detail			
Transfer In - General Fund	50,000	120,000	70,000
<i>Purpose: Recognize revenue from additional transfer from General Fund to cover actual treatment costs.</i>			

Expenditures	\$50,000	\$120,000	\$70,000
Amended Line Items Detail			
Contractual Services	50,000	120,000	70,000
<i>Purpose: Appropriate additional funds for required lake treatment costs. Increase appropriation would leave approximately \$50,000 available for spring treatment as needed.</i>			