



City Council Meeting

June 2, 2025

6:00 p.m.

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



June 2, 2025 City Council Meeting Agenda
6 p.m. at City Hall - 200 N. Lake St. – Cadillac, MI 49601

We are fully present

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

I. APPROVAL OF AGENDA

II. PUBLIC COMMENTS

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

III. PFAS UPDATE

IV. 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 May 19, 2025
Support Document IV-A

V. PUBLIC HEARINGS

- A. Public hearing to consider adoption of Ordinance to Authorize Transfer of Real Property (Property on Maple Street).
Support Document V-A
- B. Public hearing to consider adoption of Ordinance Amending the City Zoning Ordinance Regarding Variations in R-PUD Designs.
Support Document V-B

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VI. FOIA APPEAL

- A. FOIA Appeal received from Ms. Brianna Hall.

VII. COMMUNICATIONS

- A. Army Band
Support Document VII-A
- B. Cherry Grove Church of the Nazarene
Support Document VII-B
- C. Cadillac Festival of the Arts
Support Document VII-C
- D. Cadillac Farmers Market
Support Document VII-D

VIII. CITY MANAGER'S REPORT

- A. Discussion regarding the Local Development Finance Authority (LDFA).
Support Document VIII-A

IX. PUBLIC COMMENTS

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X. GOOD OF THE ORDER

XI. CLOSED SESSION

Adjourn to closed session pursuant to MCL 15.268(1)(a) to consider a periodic personnel evaluation of the city manager at his request.

XII. ADJOURNMENT

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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

CITY COUNCIL MEETING MINUTES

May 19, 2025

Cadillac City Hall - 200 N. Lake St. - Cadillac, Michigan 49601

CALL TO ORDER

The meeting was called to order by Mayor Schippers at approximately 6:00 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL

Council Present: Elenbaas, Hopkins, Engels, French, Mayor Schippers

Council Absent: None

Staff Present: Peccia, Roberts, Dietlin, Genovich, Wasson

APPROVAL OF AGENDA

2025-120 Approve agenda as amended.

Motion was made by Engels and supported by French to approve the agenda as amended to add Appointment of Travis Owens as DDA Director & Main Street Program Manager/Cost Sharing Agreement and add City Manager Update under the City Manager's Report.

Motion unanimously approved.

PUBLIC COMMENTS

Carla Moore asked about the possibility of financing half of the cost of the new fire truck and then use some of the money we were going to spend to hook up the remaining wells in Cadillac. She suggested that when we get the new truck to plan a big party, have a demonstration, and maybe have a contest for the grade school kids to pick a name for the truck.

Jim Canfield expressed concerns about the proposed increase in water and sewer rates. He asked that every option be exhausted before putting this burden on the backs of the people who can least afford it.

Brad Marine expressed concerns about the absence of City representatives at the recent PFAS town hall meeting. He discussed the City Manager not following the bylaws of the LDFA and the City Council not holding him accountable.

Jerica Kiley stated every child in Cadillac deserves clean water, open leadership and a safe place to grow up.

Alicia Garber expressed concerns about biosolids and the alarming impact on our land, food, water and ultimately our health.

Dave Maynard expressed support for the proposed utility rate increases. He noted he believes the City is managing our infrastructure in a very positive way and is doing a fantastic job of delivering clean water

to the people.

Susan Giftos, Cadillac Advocates for Clean Water, stated she is glad the City is testing private wells for PFAS. She noted her group has been doing that all over the community and in Haring Township for a while. She expressed concerns that people that had their wells tested in early April have not received their test results. She noted she is aware of a person on City water with a trace of PFAS in her test results. She stated she doesn't know if it was a contaminated test result. She asked when was the last time the public municipal water was tested.

Julie Theobald, Wexford County Commissioner, noted she hears from people who feel the City Council is not listening to them. She mentioned the proposed utility increases and asked that the City to look at other means. She offered to help facilitate between City Council, the County, the citizens and the neighborhood.

PFAS UPDATE

Mayor Schippers noted we moved the PFAS Update on the agenda based on some feedback from citizens asking to put this item closer to comments because often comments are related to PFAS.

Peccia stated claims that he or the City has poisoned people and acted negligently causing harm or death is patently false and completely ridiculous. He noted people spreading that misinformation should be ashamed of themselves. He mentioned the recent town hall event marketed by Up North Live. He noted he sent out a news release on behalf of the City advertising that town hall event as well as the one that the Michigan PFAS Action Response Team (MPART) doing on May 29, 2025. He stated the News Director of Up North Live reached out to him, the Utilities Director and the Mayor asking if we would be willing to be on the panel. He noted we inquired who was on the panel in terms of the MPART, the health department, EGLE or the EPA. He stated he was told that they had all declined the invitation and subsequently so did we.

Peccia noted unbeknownst to him until he saw part of the televised event, there was a City official, Chair of the LDFA, who was a member on that panel, did participate on that panel, and is without a doubt an official of the City. He stated there was an overly dramatic empty chair stunt showing that the City was not involved but as it turned out the City was involved.

Peccia stated the third update from MPART will be held at 11:30 am on May 29th at the City Water Headquarters located at 7241 E. 44 Road. He noted there is a flyer and a QR code available on the City's website. He stated they are seeking people to send questions in advance. He noted the City will have officials in attendance.

Peccia asked Jeff Dietlin, Director of Utilities, to provide an update regarding testing, test results that we may or may not have at this point and about biosolids.

Jeff Dietlin, Director of Utilities, stated there was a miscommunication with Cyclopure and our residents. He noted Cyclopure did not send the letters out until last Thursday to people so that is why they haven't received them. He stated we have 48 tests completed in the City and we have 32 of those results back and 10 are still at Cyclopure. He noted 2 of the completed tests were from residents that live in the study area so we gave their information to the State of Michigan. He stated 4 were outside the

study area but people did self-tests or did the EGLE testing and that makes up our 48 tests. He noted we are waiting for about 10 test results and 7 of those are being retested because Cyclopure sent us a letter that they were installing a fume hood and they think they contaminated 7 samples. He stated 3 have been resampled, 2 are scheduled to be resampled this week and we are trying to get a hold of the other 2 to schedule a time to resample.

Dietlin noted in regard to biosolids, Cadillac produces Class A EQ material. He stated there are four places in the State of Michigan that produce biosolids like we do and everybody else makes a brand that isn't as stringent as ours and isn't tested as much as ours. He noted our biosolids tested non-detect for PFOS and PFAS. He stated in 2018 the State started looking at this and we had to go to all of our industries and they had to go through their manufacturing systems to make sure they were not using PFAS, PFOS or any of the P's and because of that we don't get it into our plant. He noted we have a very aggressive IPP program. He stated we do get some PFAS materials into our plant and some leaving the plant but we have to test our biosolids 4 times per year to maintain that Class A EQ status. He noted the last test results were non-detect. He stated the farmer we use called him and said people are driving by his house and his fields and also calling his cell phone. He noted the farmer is being asked if he knows about biosolids. He stated the farmer is very intelligent and he tries to educate the people that are calling him but they are not interested. He stated he never thought that people would harass somebody for the right to farm.

Peccia asked Dietlin to provide a brief update on the City water supply and its correlation to PFAS and testing.

Dietlin stated we test yearly because that is what the State of Michigan requires. He noted the EPA has come out with a new mandate that we have to test in the four quarters. He stated in 2025 we will be testing in early June and then again in September. He stated we have the Unregulated Contaminants Monitoring Rule (UCMR) and he thinks we are on number six now. He noted every once in a while, the EPA comes out with a bunch of contaminants they want you to test for and the last 2 or 3 have had various PFAS compounds on them and we have been non-detect on all of them.

Dietlin noted if we did ever get a contaminant, either one of our wellfields can supply the whole City of Cadillac with water.

Mayor Schippers asked Dietlin to provide a brief update on where we are with getting the people in the LDFA area hooked up to City water.

Dietlin stated we had 3 people in the area that were not hooked up. He noted one we hooked up early, one wanted to stay on his well but as of last Thursday he was hooked up, and the third building has a demolition permit pulled for it. He stated he has already contacted the owners and he believes they are planning to build a storage building but they said if they built something else they would want to hook up to municipal water.

Engels mentioned the quarterly testing on biosolids and noted the last quarter we tested at 1-2 parts per trillion and now we are non-detect. He asked how often we test the effluent going into the Clam River and about the last test results.

Dietlin stated we test the effluent 3 times per year and we were below the new federal drinking water

standards.

Engels stated when Cyclopure tests are done, we are paying for them and we get a copy of the results as well as the residents. He asked if we are following up with the people regarding their test results.

Dietlin stated if anybody has a test result showing something we are reaching out to them, especially now that we know that they were not getting the test results from Cyclopure. He noted he has seen one result that was problematic.

Engels stated one of the reasons that we talked about this was to be able to plot the data points on the City map as the data is collected. He asked if we are encouraging people to contact the Clean Water Advocates and/or are we plotting them on our own map. He asked as we move forward with decisions, if grant money becomes available and we have to decide where that grant money goes how are we collecting and using that data and encouraging residents to put that data out there.

Dietlin stated when we do the testing we tell them that we are sharing their data with the State of Michigan and will also be sharing it with the Clean Water Advocates. He noted the Clean Water Advocates will be sharing some of their data with us. He stated the data will be plotted on our GIS so we know where we need to extend our infrastructure.

Engels stated he believes the misses are just as important as the hits when you are isolating a single area.

Engels noted as the test results are coming back, some people have water mains or water lines in front of their house and we have talked about our current system for special assessment on the City portion versus what the resident is expected to cover. He asked for more information regarding the special assessment process.

Peccia stated there is language in the City Code regarding how to establish a special assessment for a whole area as well as language regarding how to establish a special assessment just for one. He noted he believes that the amount of time that could be maxed out is a 20-year period. He stated there are some steps that we still need to get further clarified by legal. He noted he is hoping to put together a flyer within the next couple of weeks that will make it a lot more user-friendly versus just asking people to look at our City Code. He stated part of the process would require them officially notifying us that they are interested and then we would work with engineering to develop an estimated price quote. He noted ultimately it has to be referred to City Council to establish the assessment area.

Peccia stated he is unsure what happens if we get a grant and somebody has already paid for it if we can legally go back and reimburse them for those costs. He noted there is also a policy question that Council will need to contend with regarding whether or not the City is going to help defray any of the costs. He clarified that the special assessment would be on the property not the person so it stays with the property.

Peccia noted there are about 220 private wells within the City and about 150 of them have access today to a water main. He stated there are about 20-25 homes on Marathon Drive and we have applied to see if we can get any outside funding to get that extended.

Engels asked with that 20-year special assessment does that have to stop when the private service line

begins or are we suggesting that even that private service line can be part of the special assessment.

Peccia stated it does need to be reviewed by legal but if it could include all of it he thinks it would provide a better project and opportunity for the homeowners.

CONSENT AGENDA

2025-121 Approve consent agenda as presented.

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

Motion unanimously approved.

PUBLIC HEARINGS

- A. Public hearing to consider adoption of Ordinance to Amend Section 42-201 and 42-202(3) of Chapter 42 of the City Code to Adjust Water Rates in the City of Cadillac.

Peccia noted there will be one presentation covering the proposed water and sewer rate increases but there will be two public hearings and two Council actions.

Owen Roberts, Director of Finance, introduced our rate consultant, John Kaczor from Municipal Analytics.

John Kaczor, Municipal Analytics provided a Water and Sewer Rate Analysis Summary Presentation. (see attachment)

Roberts noted we have focused on being a low-cost system while still being high-quality and that is something that can be challenging to balance. He stated our industry isn't huge but there are comparable things we can do to look at our affordability relative to some of the other people in the industry.

Roberts stated in one survey there were 53 communities and when you total your water and sewer bill, Cadillac is the lowest out of those 53 communities. (see attachment – Community Water and Sewer Rate Comparisons – November 2024)

Roberts noted the other study we've cited regularly is provided by Gosling Czubak Engineering Sciences. He stated in this study; Cadillac has the sixth lowest water rates and the seventh lowest in sewer rates. (see attachment - 2025 Water & Sewer Rate Study - Gosling Czubak Engineering Sciences, Inc.)

Roberts stated he sent out a message trying to gauge what some other communities were doing in terms of their annual adjustments. He noted we are not inconsistent with the communities that responded. (see attachment - Water/Sewer Rate Adjustment Comparison)

Roberts noted John Kaczor did show this particular chart in his presentation, but he wanted to highlight it again (see attachment – Water and Sewer User Rate Adjustments – Last 15

Years). He stated including the proposed changes for the current year our average water rate change has been 3.2% and the average sewer rate change has been 2.7%

Roberts stated we have spent about \$10 million since 2010 on water and sewer projects and investments. He noted we have really focused on affordability, and he believes as John's information shows part of that has been to the detriment of having the funds to make ongoing investments. He stated it is time to make some difficult choices to try and make sure that we can keep our pure water system pure and operating efficiently and effectively.

Roberts noted in 2019 we had a big event that eliminated something that helped us for a number of years and that was leachate treatment from the landfill. He stated we went from \$494,000 to zero in one year. He noted at the time that \$494,000 represented 12.5% of our budget.

Mayor Schippers opened the public hearing.

Julie Theobald expressed concerns about the proposed rate increases. She noted that water is not considered a utility in the State of Michigan. She stated there are a few organizations that may provide assistance but for the most part non-profits cannot help with water bills. She suggested lowering the \$75 turnoff/turn-on fee to help low-income individuals. She asked about renting an additional waste container from the City

Steve Barnes stated the price of everything has increased and expressed support for the proposed rate increases. He encouraged Council to review the five-tier system.

Mayor Schippers closed the public hearing.

Engels asked about the process that is used when somebody gets behind on their water bills.

Dietlin explained that when a person uses water in January we would conduct a meter read at the end of January and a bill would be sent out mid-February that would be due on March 5th. He stated if they don't pay that bill the next bill issued would say they may be shutoff and that bill would be due on April 5th. He noted the next bill would say they may be shutoff and the bill would be due on May 5th. He stated before June the person would receive a special letter saying we are coming to shut your water off and ask them to call and make a payment arrangement. He noted we will accept any arrangement as long as it makes sense. He stated after they make the payment arrangement, we tell them that if they cannot make this payment plan to call and we will make a different arrangement. He noted we allow them to change the payment plan once and after that we hold firm. He stated we do tell people where they can go for assistance.

Mayor Schippers stated somebody brought an idea to her and she's not sure how it would work with water and sewer bills. She noted there are programs that a person can opt to round up to the nearest dollar on a bill and then that difference would be placed into a fund to help people who are experiencing hardship. She suggested that we look into the possibility of that type of program.

Engels noted when we were reviewing the CIP we discussed the possibility of changing the tiered rating system and how it will affect the businesses in the industrial park. He stated they have been informed about this and he asked City Manager Peccia to elaborate on this topic.

Peccia stated we started the conversation through a couple of different groups that he's a member of which are the Cadillac Area Industrial Fund and the Cadillac Area Industrial Group. He noted most of these companies, whether they are publicly or privately held, are owned by international groups. He stated their edict has led to water-saving, environmentally friendly technologies which help them save on their usage. He noted we need to make sure we have a system that is sustainable and is going to be able to provide for both our businesses and residents.

French asked if they seemed to be open to changing this tier system.

Peccia stated he believes they understand that change will ultimately be coming.

2025-122 Adopt Ordinance 2025-05.

Motion was made by Engels and supported by French to approve the resolution to adopt Ordinance to Amend Section 42-201 and 42-202(3) of Chapter 42 of the City Code to Adjust Water Rates in the City of Cadillac.

Motion unanimously approved.

- B. Public hearing to consider adoption of Ordinance to Amend Section 42-374 Chapter 42 of the City Code to Adjust Sewer Rates in the City of Cadillac.

Mayor Schippers opened the public hearing.

There were no public comments.

Mayor Schippers closed the public hearing.

2025-123 Adopt Ordinance 2025-06.

Motion was made by Elenbaas and supported by Hopkins to approve the resolution to adopt Ordinance to Amend Section 42-374 of Chapter 42 of the City Code to Adjust Sewer Rates in the City of Cadillac.

Motion unanimously approved.

- C. Public hearing to consider adoption of Ordinance Establishing General Appropriations Act for Fiscal Year 2026.

Roberts displayed and reviewed a document showing the budget process. (see attachment – Budget Hearing Required by City Charter)

Mayor Schippers opened the public hearing.

There were no public comments.

Mayor Schippers closed the public hearing.

2025-124 Adopt Ordinance 2025-07.

Motion was made by Elenbaas and supported by Hopkins to approve the resolution to adopt Ordinance Establishing General Appropriations Act for Fiscal Year 2026.

Motion unanimously approved.

COMMUNICATIONS

A. Freedom Festival

2025-125 Approve requests for Freedom Festival.

Motion was made by Hopkins and supported by French to approve the display of a banner, parades, 5k race, street closures, parking lot closures, and fireworks display for the Cadillac Freedom Festival as presented.

Motion unanimously approved.

CITY MANAGER'S REPORT

A. Story Stroll – Great Start Collaborative Wexford-Missaukee-Manistee Counties

Peccia noted the Great Start Collaborative approached City staff with a concept of installing a deconstruction of a children's story through visual aids. He stated they worked with staff to determine the locations of the 16 display panels along the McKellop Walkway near the Naval Reserve. He noted the display panels would be approximately 24x19 inches mounted on posts about 2.5 feet above ground level because they are designed for young children. He stated Great Start Collaborative has committed to covering all associated costs including materials, installation, ongoing maintenance, and monthly updates of the featured books.

French asked if the stories will be changed.

Deb Simon, Great Start Collaborative, noted the story will be changed every month even through the winter. She stated they have snowshoes that can be borrowed. She noted that they will deconstruct two different books, laminate the pages and place them in the display panels. She stated they can do fun things like putting a QR Code in there for activities for the parents or caregivers to do with the children during the story stroll and they can also give away a copy of the book so it's going to be very interactive.

2025-126 Approve Story Stroll concept and location.

Motion was made by Hopkins and supported by French to approve the proposed Story Stroll concept and location.

Motion unanimously approved.

B. Cadillac Lofts Development and Reimbursement Agreement

Peccia noted this is regarding Phase 2 of the Cadillac Lofts. He stated there was a very large Brownfield Plan along with a half dozen other incentives and abatements through the State of Michigan and even the federal government as part of Phase 1. He noted the opportunity for a new tool became available through the State of Michigan called the Residential Brownfield Tax Income and Financing Tool that many developers are now taking advantage of. He stated Cadillac Lofts in conjunction with the City realized that it would be a lot less complex to switch over to this new Residential Brownfield TIF. He noted the Brownfield Authority and the City Council have already put this new tool in place over the last few months. He stated in order for the City to be able to capture the new revenues coming through this new tool we need to have an updated and restated development and reimbursement agreement.

2025-127 Approve Cadillac Lofts Development and Reimbursement Agreement.

Motion was made by Elenbaas and supported by Engels to authorize the Mayor to execute the Amended and Restated Development and Reimbursement Agreement between Cadillac Lofts, LLC and Cadillac Lofts 2, LLC, the City of Cadillac Brownfield Redevelopment Authority and the City of Cadillac, with final review as to substance by the City Manager and as to form by Counsel.

Motion unanimously approved.

C. Appointment of Travis Owens as DDA Director & Main Street Program Manager/Cost Sharing Agreement.

Peccia stated the cost-sharing agreement was sent to City Council and will be included in the public minutes (see attachment). He noted for many years the DDA Director responsibilities were simply a line item under the job description of the Community Development Director. He stated we are in the process of hiring a new Community Development Director while also in the process of becoming officially certified as a Main Street USA Program. He noted part of that program is that it requires you to have a Main Street Program Manager. He stated in working closely and collaboratively with the DDA a decision was made to bifurcate the Community Development Director position away from also serving as the DDA Director and then merging the DDA Director responsibilities and duties with those of the new Main Street Program Manager.

Peccia noted we then learned that we need City Council, because of the DDA provision on this, to ratify the appointment of the DDA selection. He stated that while the DDA is under the official umbrella of the City and absolutely has the legal authority to hire people they don't have the superstructure in place like a finance department or a payroll department to essentially manage that person. He noted this agreement stipulates that this person is going to be paid by the DDA, overseen by them and him, and will receive payroll checks and benefits as a City employee. He stated the agreement will also need to be approved by the DDA.

2025-128 Approve appointment of DDA Director & Main Street Program Manager.

Motion was made by Hopkins and supported by Elenbaas to approve the appointment of Travis Owens as the DDA Director & Main Street Program Manager.

Motion unanimously approved.

2025-129 Approve Cost Sharing Agreement.

Motion was made by Hopkins and supported by Elenbaas to approve the Cost Sharing Agreement – City of Cadillac and City of Cadillac Downtown Development Authority.

Motion unanimously approved.

D. City Manager Update

Peccia noted that currently anyone with an internet connection can view the meetings. He stated that last week he approved the installation of a line that will provide the City with the ability to once again broadcast live meetings on cable TV.

Roberts noted he was told it will take 6-8 months for this to occur.

Peccia stated there is a feature on our website called Archive Center located under Cadillac Quick Links. He noted it contains financial documents, reports, boards and commissions agendas, minutes, and packets, and other interesting documents that have been produced over the years. He stated we are pledging to do our best to make it more up to date.

INTRODUCTION OF ORDINANCES

A. Adopt resolution to introduce Ordinance Amending the City Zoning Ordinance Regarding Variations in R-PUD Designs and set a public hearing for June 2, 2025.

Peccia noted this is something that Council adjudicated on about a year ago. He noted the recommendation from the Planning Commission was to add a time frame of one year to use R-PUDs and it was approved by City Council. He stated we were hoping that we would have our zoning code rewrite done but we don't. He noted we do have a grant in place to help us get that over the finish line with a consultant. He stated this is a tool that is being used in several places within the City and if it goes away it will stop our economic development, especially in the residential side. He noted the recommendation from the Planning Commission was to extend it for another year through April of 2026. He stated tonight Council is only being asked to set a public hearing for June 2, 2025.

Engels stated we have talked about the grant money we received, and he knows we are looking for a Community Development Director. He asked if we have an updated timeline.

Peccia stated we are nearing the end and are anticipating an offer going out this week so hopefully within the next 30-60 days we will have a new person onboard. He noted Jerry Adams, a former Community Development Director, has been working part-time to be the glue in the interim period.

2025-130 Set public hearing for Ordinance 2025-09.

Motion was made by Engels and supported by French to adopt the resolution to introduce Ordinance Amending the City Zoning Ordinance Regarding Variations in R-PUD Designs and set a public hearing for June 2, 2025.

Motion unanimously approved.

ADOPTION OF ORDINANCES AND RESOLUTIONS

A. Adopt Resolution Amending General Appropriations Act for Fiscal Year 2025.

Peccia noted a few times a year City Council is asked to consider amending the General Appropriations Act. And we typically do this around this time of year as we near the end of the fiscal year.

Roberts reviewed the proposed FY2025 Budget Amendment. (see attachment) He noted he is requesting a change to the amendment provided based on an email he received today. He stated under Special Projects is where we are accounting for the Rotary Playground Project that is mostly funded from donations from the Rotary. He noted we have approved the purchase of the playground equipment that is not going to be here until July. He stated they originally told him that they needed a 50% down payment and then they told him they needed a PO. He noted he provided a PO based on the approval. He stated he received an email today stating that they haven't received our 50% down payment. He noted he thought it was one or the other and he thinks they thought it was both. He stated on that line item instead of going from \$5,000 to \$45,000 which covers our match and engineering fees, he is asking to go to \$95,000 to make a \$50,000 down payment on the purchase of the playground equipment. He noted that playground equipment was covered by a donation.

2025-131 Adopt Resolution Amending General Appropriations Act for Fiscal Year 2025.

Motion was made by Elenbaas and supported by Hopkins to adopt the Resolution Amending General Appropriations Act for Fiscal Year 2025 as presented.

Motion unanimously approved.

MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

A. Cadillac West Corridor Improvement Authority

Mayor Schippers noted she attended the recent meeting of the Cadillac West Corridor Improvement Authority. She stated at that meeting they amended their bylaws so that it did not need to be the Mayor that attends the meetings but they discussed that it was important to have a Council Member attend. She noted there are going to be some meetings that she will not be able to attend due to prior commitments. She asked if anyone else on Council is willing to be appointed as our representative.

2025-132 Appoint Council Member Hopkins to the Cadillac West Corridor Improvement Authority.
Motion was made by Elenbaas and supported by Engels to appoint Council Member Hopkins as Council's representative on the Cadillac West Corridor Improvement Authority.

Motion unanimously approved.

PUBLIC COMMENTS

Brad Marine noted the City Manager had stated that the City would not participate in the recent PFAS town hall meeting. He stated Matt Schichtel from the LDFA took it upon himself to attend the town hall so to claim responsibility for the City participating through Matt is deception. He asked Jeff Dietlin to bring copies of the test results so the public can see them. He asked Mayor Schippers about the creation of a PFAS task force that she had talked about. He noted the Mayor has created an advisory group.

GOOD OF THE ORDER

Engels stated he doesn't think at any point we pretended that we sent Matt Schichtel to the town hall meeting. He noted he watched the meeting and Matt Schichtel answered questions that he was asked because he is on the LDFA. He stated there is going to be an MPART meeting at the Water Headquarters. He asked for a discussion about the LDFA at the next Council meeting. He noted that bylaws are a set of rules that the board follows but they are amendable so he believes it is a discussion that is worth having. He noted he appreciates the steps we took tonight towards improving transparency and getting our meetings back on Spectrum. He stated he believes meeting minutes and record-keeping matter. He noted it's not only important that we post the minutes but that the minutes are quality because you don't know who's going to need them and what they are looking for in the future.

French noted she watched the live town hall meeting and thought it was great. She stated it was great to see the citizens group panel act professionally about the subject and she commends Bill Barnett for gathering this group together and providing all the information about the private well testing. She noted she commends the work that the group is doing. She stated she was on the citizens group when the LDFA got started back in the 90s so she appreciates the volunteer activism that's taken place in our community. She noted she looks forward to the City working with the citizens group on the PFAS issue.

French noted seniors 62 years of age or older that don't generate a lot of trash can save money on their trash refuse by buying two rolls of 10 yellow bags for \$40 a year. She stated that if people give up their trash container and just use a yellow bag once or twice a month, the trash pickup amount will be eliminated from their bill.

Elenbaas noted we seem to have a lot of people in the City who are upset. He stated we have an election in November so if anyone wants to affect change, they should raise their hand and run for City Council. He asked the City Clerk when the nominating petitions are due.

City Clerk Wasson noted they are due by 4:00 pm on July 22, 2025.

Elenbaas noted there are three Council seats opening so people should give it some serious consideration.

Peccia noted the Director of News Strategy with 9&10 News just reached out and advised that they have been in contact with EGLE and will be live streaming the EGLE-based town hall on May 29th.

Peccia stated he never said that we appointed anybody from the City to be on the panel at the recent town hall. He noted he wasn't aware that the Chair of the LDFA was going to be on the panel but yet he was there and in that role he is an official of the City.

Mayor Schippers noted she wanted to address the task force concept that was mentioned. She stated she's not sure if she used the words "task force" because she was looking for an advisory committee. She stated she believes a task force is a group of experts and we have a PFAS task force in Cadillac, MPART, that is working, sampling and mapping and those are the experts. She noted she has formed an advisory group and during the meeting they discussed water and PFAS and what we do moving forward.

Mayor Schippers read the following prepared remarks:

Tonight, we made the painful but essential decision to raise water and water treatment rates for ourselves and our neighbors. This was an act of water protection. Yesterday I attended a memorial for Holly T Bird, a renowned indigenous water protector, tribal judge, school board member, community organizer and friend. Toward the end of the memorial we participated in a water ceremony, where more than a dozen indigenous women carried water in copper vessels to share with all of us gathered there. It became crystal clear, like water, that protecting water takes all of us all the time. We can learn so much from water. We can learn so much from each other.

This brought to mind our issues with water here in our city. I realized that I've never publicly thanked the group of individuals who have helped bring PFAS into the light in our community. That includes Susan, Mary, Bill, MPART, and the excellent reporting by Chris at the Cadillac News. Thank you. Then I started thinking about Cadillac's historical relationship with water and water contamination. I recalled how Cadillac set up the LDFA to clean up a super fund site caused by industrial contamination back in the 90s. I listened to Michelle, who was one of the whistleblowers who revealed that, and how it led to solutions: the LDFA was created and tasked with extracting water from the contaminated aquifer and removing the identified contaminants, a job done so well, by the way, that every single test since the 90s has shown decreases in the contaminants. Perhaps meetings over the years were handled sloppily, but the essential work never was. NEVER. My friend Dave, who is a water pathologist at EGLE reminded me that Cadillac's municipal water and effluent has never failed a test. Never.

Now we face a newly identified contaminant, and again, Cadillac is responding with solutions to protect folks from consuming it. We are expanding testing to city residents to help test their private wells. We are providing bottled water to affected households. We are searching for grant funding to expand infrastructure into city neighborhoods with contaminated wells. We have reached out to our neighboring townships with offers to cooperate in providing safe water to their citizens as well. We, and by we I mean the excellent and hard-working staff that work every day for all of us, are doing everything we can... so far.

But now we are dealing with something different than the industrial pollution exposed in the 90s, in that PFAS does not come from a single source. It comes from everywhere. It is everywhere. Even if there are traces in our wastewater, remember that it is OUR wastewater. I grew up in a family with 10 children in 13 years. You can imagine the squabbles that happened every day. When we would angrily point our

fingers at each other shouting, “He did that!” or “It’s her fault!” My mother would ask us to point to our offending sibling, which I, of course, would do willingly, and with righteous indignation. Then my mother would tell us to turn our hand over. There we would see that while one finger pointed away, three fingers pointed back at us.

I’ve been looking for information on major sources of PFAS and found some very useful sites. PFAS is in so many of our daily household products. We pour it down drains, flush it away, put it in plastic trash bags that go into a plastic lined landfill, and yet we are screaming and pointing at Marcus and the city searching for someone to blame for PFAS.

Yesterday at my friend’s memorial, one thing became incredibly clear. To protect water, we must be like water. We must flow. Now, for me, especially in the position I find myself in as Mayor, I’m asking that all of us take a lesson from Holly, and my mother. Now that we know it’s there. We know it’s harmful. We know that municipal water is not contaminated because it’s tested by scientists regularly. Now that we know... let’s flow toward the long-term solution which is to reduce our use of PFAS.

There are really useful sites on the internet, as always, some are more reliable than others, of course, and don’t immediately trust sites that are trying to sell you something. Epa.gov has a page called Safer Choice. There you can find out which cleaning, cosmetic, packaging and other products are PFAS free. Maybe we can each start making small changes to bring the flow of activism into each of our homes, thereby limiting the flow of contaminants into the environment.

Tonight your elected representatives decided to invest in the infrastructure that keeps our water safe. Thank you and thank you, staff, and again, thank you to you intrepid and relentless clean water activists. Let’s do this.

ADJOURNMENT

Respectfully submitted,

Tiyi Schippers, Mayor

Sandra Wasson, City Clerk



Insights and applications for better financial management

City of Cadillac

Water and Sewer Rate Analysis Summary Presentation

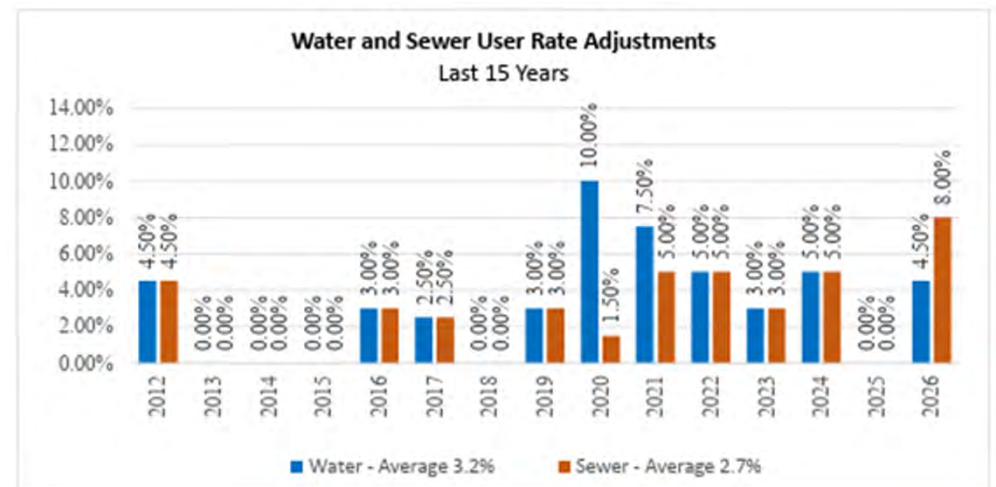
May 19, 2025



Financial Analysis Findings

- Overall, utility finances are weakening
 - Structural deficits are growing as revenues fall behind expenses
 - Cadillac has been reluctant to increase rates sufficiently, opting to defer capital in favor of maintaining lower rates
 - Deferring capital maintenance and investments is leading to more fragile utility infrastructure*
 - The longer capital improvements are deferred, the more they will cost to address in future years

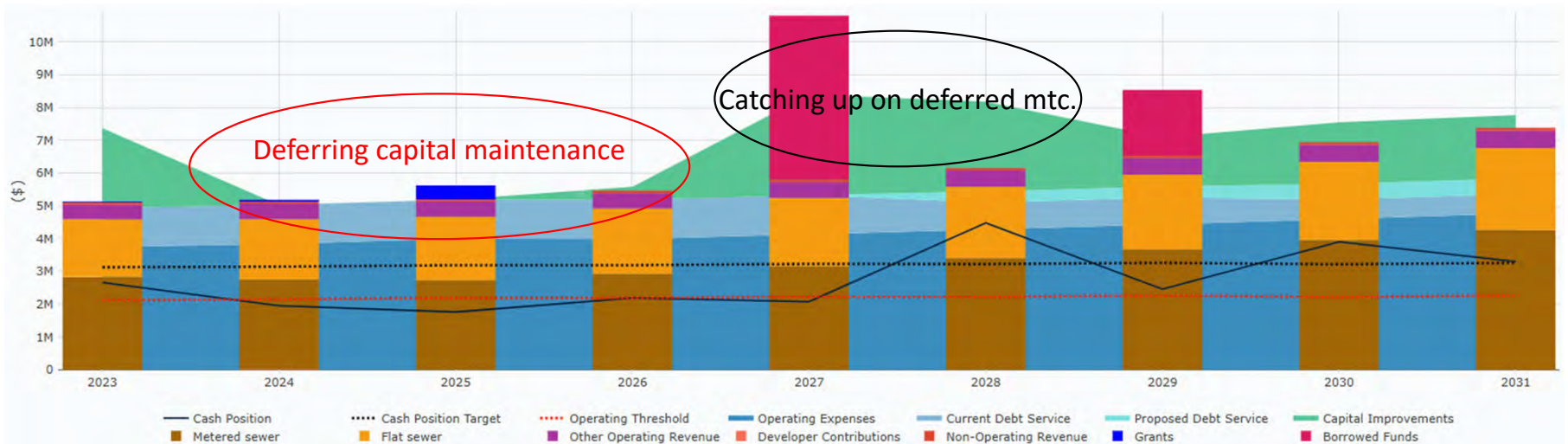
**As part of the 2017 Water Asset Management Plan, the City committed to prioritizing the maintenance of its infrastructure and ensuring the reliability and safety of the utility system. The associated financing plan was to fund capital projects to achieve these objectives. Over the past 8 years, the City has not upheld its commitment regarding the investment in infrastructure required.*



Long-term Financial and Rate Models

- Focus is on 6-year period of current CIP
- Water and sewer finances and rate requirements evaluated separately
- Forecasted O&M costs
- Layered in debt service and capital improvement plan
- Established cash reserve targets
- Tested rates required to fund all costs and meet reserve targets
- Evaluated potential use of future debt to maintain rates as low as possible while meeting capital requirements
- Smoothed rates over forecast period

Water and Sewer Summary Dashboard



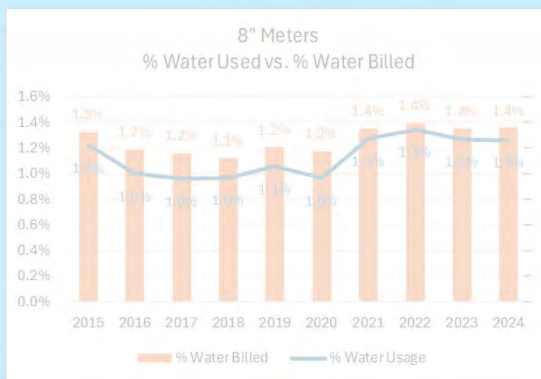
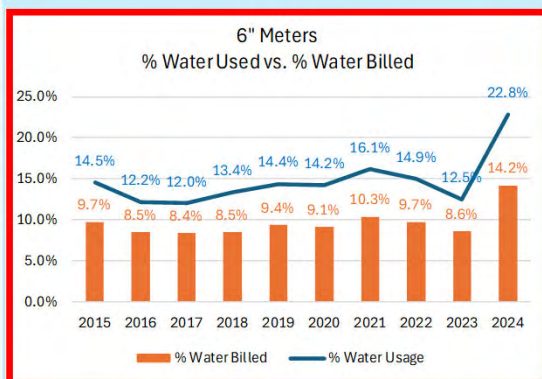
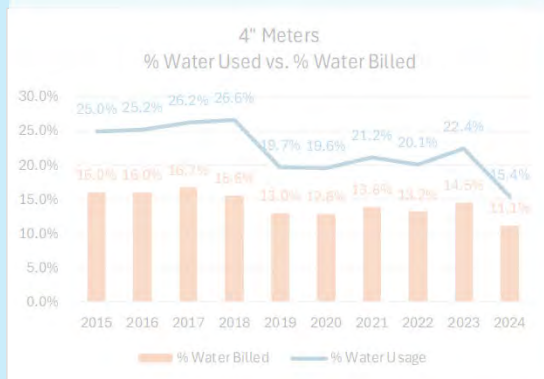
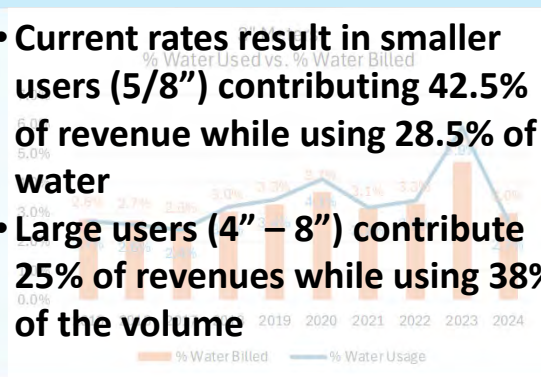
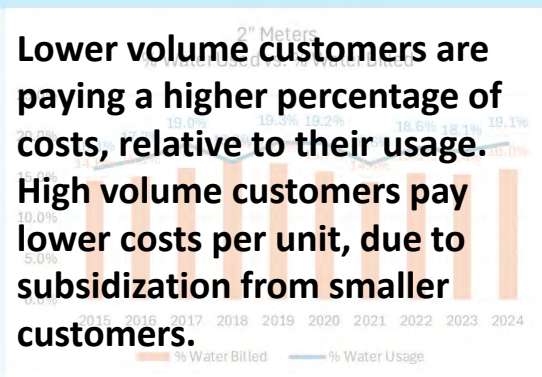
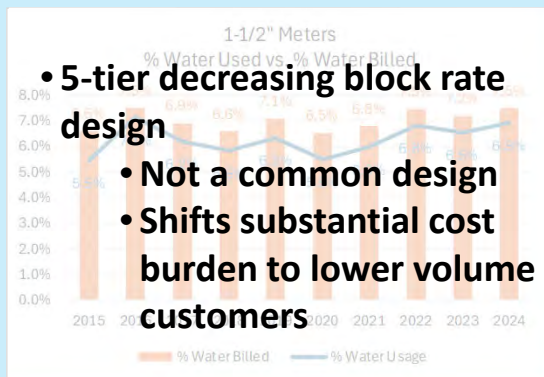
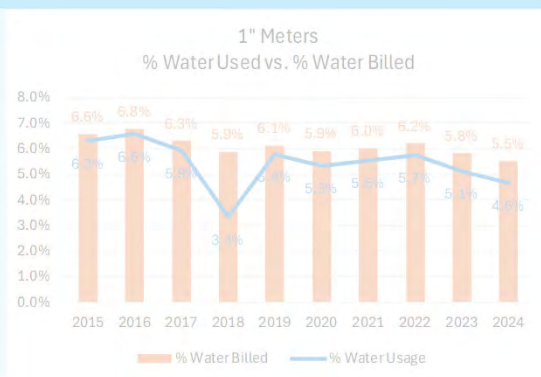
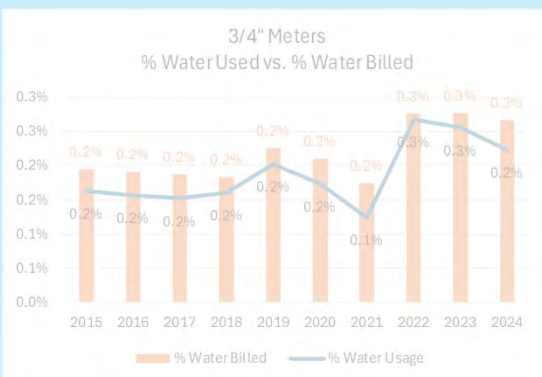
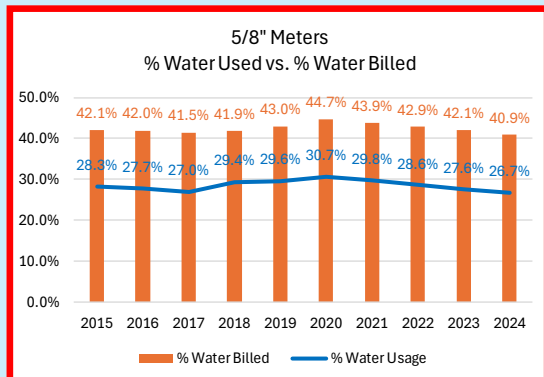
- Operating costs forecasted to increase an average of 3.6% per year
- Current debt service costs decrease by 32% in 2028 as older debt is paid off
- Ongoing capital investments needed to maintain utilities in good order
 - Only minimal capital in FY26: addressing structural operating deficit is first priority
 - New 2027 debt to replace retiring debt and fund minimal capital needs for several years
 - Average annual capital investments 2027-2031: \$2.2 million

Forecasted Rates

- 4.5% increase in water and 8% in sewer rates for FY 25-26 and for at least 5 more years
- Combined, a typical customer could see a 6.5% increase
 - Equates to about 10 cents per day for the average residential customer
- Required rate increases may be more or less than currently estimated, depending on capital planning, costs, grant opportunities, regulations, emergencies and customer demand
 - Note: Many utilities are expecting higher rate increases as deferred maintenance projects are planned and implemented

Rate Strategy

- Meaningful annual rate adjustments ensure system integrity and rate stability
 - Foregoing rate increases in one year will only require even higher increases in later years
- Strategic utilization of debt financing can help moderate rates
- Consider rate equity and impacts on all customers
 - Current rates provide substantial subsidy to large users, which is paid for by lower volume, residential users
 - The following slides illustrate equity issues by customer meter sizes



- 5-tier decreasing block rate design
- Not a common design
- Shifts substantial cost burden to lower volume customers

Lower volume customers are paying a higher percentage of costs, relative to their usage. High volume customers pay lower costs per unit, due to subsidization from smaller customers.

- Current rates result in smaller users (5/8") contributing 42.5% of revenue while using 28.5% of water
- Large users (4" – 8") contribute 25% of revenues while using 38% of the volume

Next Steps & Moving Forward

- Address structural deficit in budget
- Adopt FY 25-26 budget and rates
- Adopt and implement a multi-year capital improvement plan that will fund proactive replacement of assets before they fail
- Evaluate tiered rate structure for equity; consider reducing number of tiers over time to reduce subsidy paid by smaller customers
- Monitor & maintain utility financial models and rates
- Annually update rates based on long-range financial plans
 - Ensures system is well-maintained
 - Smooths rates year-to-year
 - Best chance of keeping rates as low as possible
 - Enables the City to leverage cash through matching grant funds

Discussion and Questions



Community Water and Sewer Rate Comparisons - November 2024

				Sorted By: Total Water + Sewer Bill								
Rank (Total Bill)	Community	Date of Last Adj.	Pop.	Water R.T.S. Rate	Water O & M /1000glns	Water Other	Total @ 6,000glns	Sewer R.T.S. Rate	Sewer O & M /1000glns	Sewer Other	Total @ 6,000 glns	Total Water & Sewer
1	Cadillac	7/1/2023	10,500	\$8.84	\$2.47		\$23.66	\$12.84	\$3.97		\$36.66	\$60.32
2	Niles	11/1/2024	11,211	\$18.50	\$2.39	per c.ft 100	\$32.84	\$18.25	\$2.55		\$33.55	\$66.39
3	Hudsonville	7/1/2024	7,160	\$11.00	\$2.77		\$27.62	\$14.00	\$4.25		\$39.50	\$67.12
4	Troy	7/1/2024	87,300		\$5.13	per c.ft 100	\$41.04		\$3.53		\$28.24	\$69.28
5	Middleville	1/1/2024	4,200	\$11.77	\$2.96		\$29.53	\$22.86	\$4.11		\$47.52	\$77.05
6	Traverse City	7/1/2023	15,678	\$16.00	\$2.17		\$20.34	\$47.00	\$5.95		\$58.90	\$79.24
7	Albion	8/15/2022	8,336	\$12.00	\$4.05	per c.ft 100	\$44.40	\$16.16	\$2.83		\$38.80	\$83.20
8	Grand Haven	7/1/2024	11,000	\$6.00	\$4.34		\$32.04	\$6.00	\$7.82		\$52.92	\$84.96
9	Dowagiac	3/10/2024	5,720	\$14.35	\$2.88		\$31.63	\$26.68	\$4.92		\$56.20	\$87.83
10	Sturgis	10/1/2024	10,994	\$18.00	\$3.20		\$37.20	\$19.00	\$5.30		\$50.80	\$88.00
11	Oxford	7/1/2015	3,540	\$21.45	\$3.96		\$45.21	\$33.00	\$1.75		\$43.50	\$88.71
12	Ithaca	7/1/2024	2,850	\$5.26	\$8.27		\$54.88	\$4.73	\$5.06		\$35.09	\$89.97
13	Westland	1/10/2024	85,000	\$11.75	\$4.65		\$39.65	\$12.25	\$6.43		\$50.83	\$90.48
14	Milford	7/1/2024	6,412	\$8.75	\$3.33	\$4.17	\$32.90	\$9.34	\$8.05	\$15.10	\$57.64	\$90.54
15	Hartford	7/1/2024	2,476	\$7.92	\$3.35	\$6.00	\$31.63	\$2.73	\$7.70	\$10.00	\$58.93	\$90.56
16	Newaygo	7/1/2024	2,471	\$24.23	\$3.56		\$45.59	\$20.58	\$4.41		\$47.04	\$92.63
17	Springfield	7/1/2024	5,281	\$15.22	\$2.95	per c.ft 100	\$38.82	\$17.90	\$4.72		\$55.66	\$94.48
18	Otsego	7/1/2024	4,120	\$7.42	\$2.36		\$21.58	\$17.98	\$9.46		\$74.74	\$96.32
19	Wayland	7/1/2024	4,440	\$15.92	\$3.19		\$35.06	\$26.00	\$6.00		\$62.00	\$97.06
20	Big Rapids	9/1/2023	7,727	\$5.50	\$6.15		\$42.40	\$10.00	\$7.67		\$56.02	\$98.42
21	Manistee	7/1/2024	6,083	\$5.10	\$3.60		\$26.70	\$12.72	\$9.89		\$72.06	\$98.76
22	Belding	6/30/2024	5,972	\$9.67	\$1.26	per c.ft 100	\$19.75	\$26.42	\$6.65		\$79.62	\$99.37
23	Three Rivers	7/1/2023	7,928	\$20.34	\$3.52	per c.ft 100	\$41.46	\$30.58	\$4.86		\$59.74	\$101.20
24	Plainwell	7/1/2024	3,804	\$15.42	\$3.95		\$39.12	\$3.17	\$7.19		\$62.16	\$101.28
25	Howell	1/1/2024	9,580	\$12.86	\$6.40		\$51.26	\$13.63	\$6.30		\$51.43	\$102.69
26	Chelsea	7/1/2024	4,944	\$5.76	\$6.44		\$44.40	\$16.10	\$7.44		\$60.74	\$105.14
27	Hastings	7/1/2024	7,512	\$15.73	\$3.24	per c.ft 100	\$41.65	\$26.24	\$4.95		\$65.84	\$107.49
28	Lowell	7/16/2024	3,783	\$29.34	\$2.86		\$46.50	\$31.00	\$5.11		\$61.66	\$108.16
29	Mt. Morris	1/1/2024	3,010	\$17.54	\$8.90		\$70.94	\$11.89	\$4.28		\$37.57	\$108.51
30	Rockford	5/15/2023	6,171	\$14.49	\$4.63		\$42.27	\$17.72	\$4.17	\$23.51	\$66.25	\$108.52
31	Birch Run	7/1/2024	1,525	\$28.45	\$7.95		\$76.15	\$32.70			\$32.70	\$108.85
32	Lawton	7/1/2024	1,850	\$17.60	\$4.05		\$41.90	\$38.00	\$5.00		\$68.00	\$109.90
33	Clare	7/1/2024	3,173	\$19.30	\$4.53		\$46.48	\$28.29	\$6.02		\$64.41	\$110.89
34	Allegan	7/1/2024	5,179	\$18.33	\$5.31		\$50.19	\$19.40	\$7.02		\$61.52	\$111.71
35	Caro	7/1/2023	4,229	\$13.11	\$2.39		\$27.45	\$13.11	\$11.86		\$84.27	\$111.72
36	Frankenmuth	6/1/2024	5,000	\$25.71	\$5.39		\$58.05	\$14.84	\$7.36		\$59.00	\$117.05
37	Cedar Springs	7/1/2024	3,700	\$11.07	\$5.41		\$43.53	\$25.78	\$8.10		\$74.38	\$117.91
38	Williamston	7/1/2024	3,850	\$33.07	\$3.98		\$56.95	\$22.73	\$6.57		\$62.15	\$119.10
39	Vicksburg	7/1/2024	4,000	\$10.31	\$4.17		\$35.33	\$17.65	\$11.04		\$83.89	\$119.22
40	Brighton	7/1/2024	7,958	\$11.71	\$7.06	\$4.93	\$59.00	\$11.71	\$8.31		\$61.57	\$120.57
41	Corunna	7/1/2024	3,381	\$18.00	\$5.00	\$18.00	\$66.00	\$11.75	\$5.25	\$12.50	\$55.75	\$121.75
42	Lapeer	7/1/2024	9,128	\$8.47	\$8.15		\$57.37	\$14.45	\$9.11		\$69.11	\$126.48
43	Roscommon	1/1/2024	981	\$15.13	\$7.56		\$60.49	\$28.46	\$6.68		\$68.54	\$129.03
44	Chesaning	3/1/2024	2,411	\$6.01	\$5.80		\$40.81		\$14.82		\$88.92	\$129.73
45	Alma	7/1/2024	8,976	\$37.50	\$5.60		\$71.10	\$37.50	\$3.90		\$60.90	\$132.00
46	Saint Louis	7/1/2024	7,000	\$27.91	\$5.38		\$60.19	\$35.99	\$6.46		\$74.75	\$134.94
47	Portland	7/1/2024	3,796	\$15.17	\$3.93		\$38.75	\$37.88	\$10.19		\$99.02	\$137.77
48	Dexter	7/1/2024	4,500	\$10.34	\$4.66		\$38.30	\$12.47	\$15.34		\$104.51	\$142.81
49	Durand	7/1/2024	3,507	\$26.35	\$7.10		\$68.95	\$33.40	\$7.80		\$80.20	\$149.15
50	Buchanan	8/1/2024	4,681	\$45.85	\$7.14		\$88.69	\$0.00	\$12.82		\$76.92	\$165.61
51	Sparta	1/1/2024	4,159	\$15.38	\$0.02	per c.ft	\$60.50	\$25.96	\$0.04		\$107.55	\$168.05
52	Holly	7/1/2024	6,086	\$13.25	\$8.50		\$64.25	\$23.80	\$14.17		\$108.82	\$173.07
53	Berrien Springs	7/1/2024	1,942	\$6.26	\$7.62		\$51.98	\$43.26	\$16.83		\$144.24	\$196.22
						AVG:	\$45.18			AVG:	\$64.01	\$109.19
						Cadillac	\$23.66			Cadillac	\$36.66	\$60.32
						Difference	(\$21.52)			Difference	(\$27.35)	(\$48.87)
	Some conversions were necessary to make an accurate comparison.											
	Rates were based on one month of service with a usage of 6,000 gallons (802 cubic feet) for water and sewer on a 3/4" (or 5/8") metered residential customer.											
	This survey does not take into account a municipality's costs related to the facility and/or type of treatment required.											
	Traverse City charges \$16.00 for the first 600 cubic ft or less of water usage and \$2.10 per 100 addition cu.ft. & \$47.00 for first 600 cubic ft or less of sewer usage and \$5.75 per 100 additional cu. ft.											

2025 Water & Sewer Rate Study - Gosling Czubak Engineering Sciences, Inc.

Results Summary

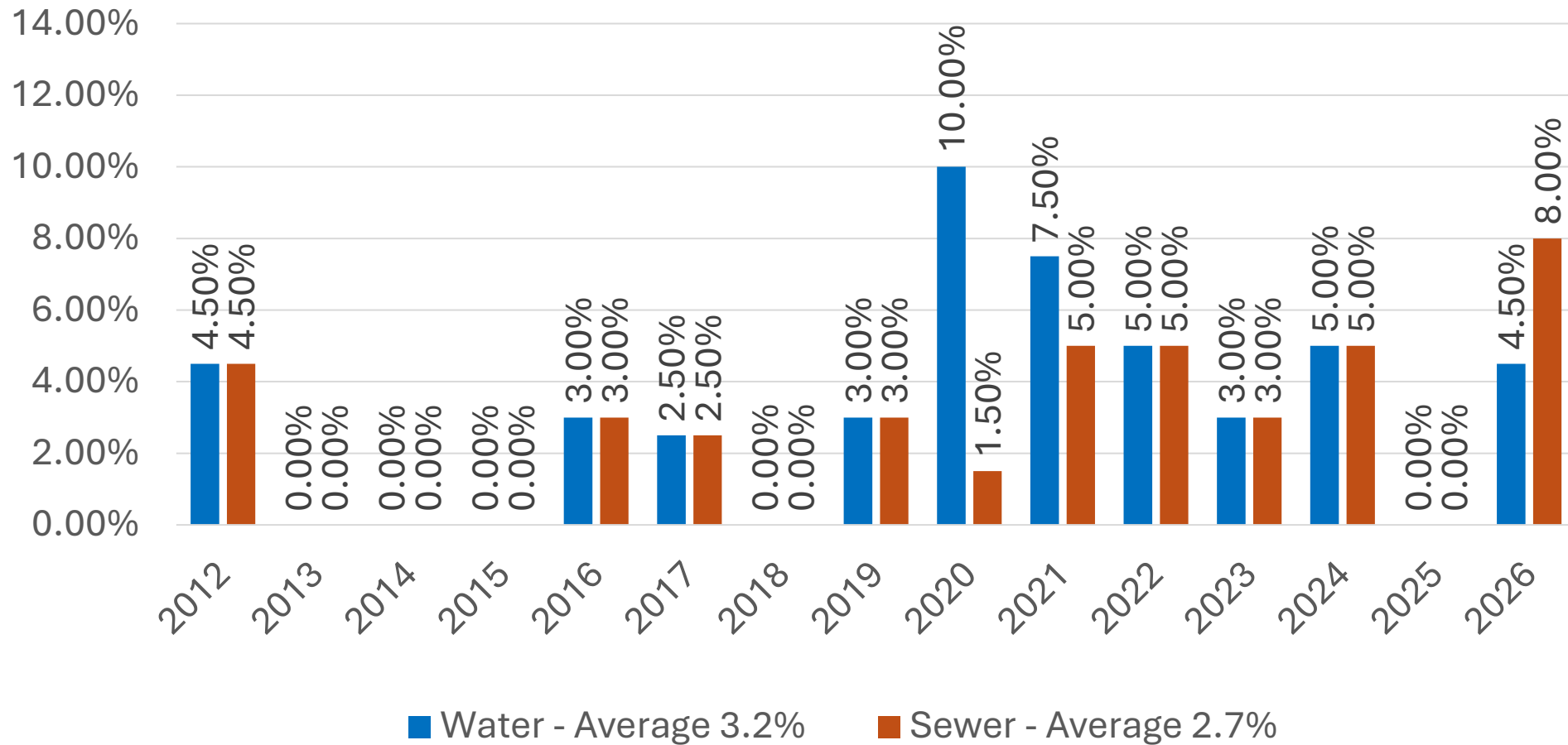
2025			2025			2025		
Rank	Water (27)	Total Water	Rank	Sewer (30)	Total Sewer	Rank	Community (26)	Water + Sewer
1	Traverse City	16.13	1	Garfield Township	20.80	1	Grayling	37.28
2	Grayling	16.40	2	Grayling	20.88	2	Garfield Township	40.50
3	Ludington	17.92	3	Ogemaw Township	21.67	3	Ludington	46.00
4	Gaylord	19.56	4	Ludington	28.08	4	Ogemaw Township	48.18
5	Garfield Township	19.70	5	Lake City	28.50	5	Cadillac	50.67
6	Cadillac	19.96	6	West Branch	28.65	6	Boyne City	58.34
7	Manistee	21.30	7	Cadillac	30.71	7	West Branch	62.14
8	Filer Township	21.94	8	Boyne City	33.58	8	Gaylord	62.73
9	Suttons Bay	22.86	9	Littlefield Township	38.72	9	Traverse City	63.13
10	Boyne City	24.76	10	Barryton	43.17	10	Suttons Bay	70.28
11	Ogemaw Township	26.51	10	Gaylord	43.17	11	Rogers City	75.15
12	Onaway	27.47	12	Clare	44.87	12	Manistee	80.53
13	Rogers City	29.28	13	Alanson	45.00	13	Clare	80.97
14	Ewart	31.47	14	Rogers City	45.87	14	Roscommon	85.87
15	Empire	31.83	15	Traverse City	47.00	15	Lake City	88.85
16	West Branch	33.49	16	Suttons Bay	47.42	16	Ewart	92.41
17	Roscommon	34.03	17	Roscommon	51.84	17	East Jordan	94.74
18	Haring Township	35.08	18	Elk Rapids Township	54.15	18	Filer Township	104.00
19	Clare	36.10	19	East Jordan	55.50	19	Kalkaska	104.44
20	Tawas City	38.55	20	Manistee	59.23	20	Tawas City	107.54
21	East Jordan	39.24	21	Kalkaska	59.84	21	Onaway	111.77
22	Kalkaska	44.60	22	Ewart	60.94	22	Mackinaw City	124.35
23	Charlevoix	50.53	23	Mackinaw City	67.62	23	Haring Township	125.54
24	Mackinaw City	56.73	24	Elk Rapids	68.46	24	Charlevoix	126.64
25	Elk Rapids	58.95	25	Tawas City	68.99	25	Elk Rapids	127.41
26	Munising	60.19	26	Charlevoix	76.11	26	Munising	151.69
27	Lake City	60.35	27	Filer Township	82.06			
			28	Onaway	84.30		Average	85.43
	Average	33.15	29	Haring Township	90.46		Cadillac	50.67
	Cadillac	19.96	30	Munising	91.50		Difference	(34.76)
	Difference	(13.19)						
				Average	51.30			
				Cadillac	30.71			
				Difference	(20.59)			

Water/Sewer Rate Adjustment Comparison		
Community	Water	Sewer
Cadillac	4.50%	8.00%
Ferndale	9.00%	9.00%
Ionia-Commodity	9.50%	0.60%
Ionia-Debt Service	1.80%	0.90%
Ludington	7.50%	4.90%
Manistee	7.00%	2.25%
Middleville	10.00%	10.00% Next 5 years
Monroe	5.10%	5.30%
Northville	10.00%	3.55%
Spring Lake Twp-Commodity*	5.78%	3.05%
Sturgis	6.90%	2.00%
Wayne	4.00%	4.00%
Average	6.76%	4.46%
Spring Lake Twp-RTS*	32.55%	73.44%

* Spring Lake Twp adjusted commodities and RTS differently

Water and Sewer User Rate Adjustments

Last 15 Years



Budget Hearing Required by City Charter

Required by Charter

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

Public Process of Adopting Annual Budget

Public Meetings

- ✓ Goals/Capital Work Session 3/17/2025
- ✓ Work Session 4/7/2025
- ✓ Water/Sewer Open House 4/16/2025
- ✓ Public Hearing 4/21/2025
- ✓ Introduce General Appropriations Ordinance 5/5/2025
- ✓ Public Hearing/Adopt General Appropriations Act Ordinance 5/19/2025

Budget available for public review and input

- ✓ City Clerk's Office
- ✓ www.cadillac-mi.net/FY2026Budget

**COST SHARING AGREEMENT
CITY OF CADILLAC AND
CITY OF CADILLAC DOWNTOWN DEVELOPMENT AUTHORITY**

This Cost Sharing Agreement (“Agreement”) is made and entered into this ____ day of _____, 2025, by and between the CITY OF CADILLAC, a municipal corporation organized under the laws of the State of Michigan, with its principal offices located at 200 N. Lake Street, Cadillac, MI 49601 (“City”), and the CITY OF CADILLAC DOWNTOWN DEVELOPMENT AUTHORITY, a public body corporation established pursuant to Michigan Public Act 197 of 1975, as amended, with its principal offices located at 200 N. Lake Street, Cadillac, MI 49601 (“DDA”).

WHEREAS, the DDA, pursuant to MCL 125.4205, may employ and fix the compensation of a director, subject to the approval of the Cadillac City Council, and employ such other personnel as it deems necessary; and

WHEREAS, the DDA seeks the services of a Main Street Program Manager/DDA Director (“Director”) to lead its administration and activities, and the City is willing to provide such services; and

WHEREAS, the City and the DDA desire to enter into a cost-sharing arrangement to support the revitalization and economic development of the downtown district of Cadillac in accordance with the DDA’s Development Plan and Tax Increment Financing Plan;

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the receipt and sufficiency of which are hereby acknowledged, the City and the DDA agree as follows:

1. **APPOINTMENT OF DIRECTOR.** The DDA hereby contracts with the City to provide personnel to serve as the Director of the DDA, and the City agrees to provide such services, effective upon the execution of this Agreement.

2. **COMPENSATION.** The DDA shall pay the City 100% of the costs of employing the Director, including the costs of payroll, insurance, and benefits, for the services of the Director. The compensation amount shall be reviewed annually by mutual agreement of the parties. The DDA is responsible for training costs for the Director unless the City approves payment for such training costs.

3. **DUTIES OF THE DIRECTOR.** The Director shall perform the duties set forth in the job description attached as **Exhibit A**, which is incorporated by reference.

4. **CITY RESPONSIBILITIES.** The City shall:

- a. Assign personnel to staff the Director position.

- b. Provide and maintain an office for DDA business, if requested by the DDA Board, including but not limited to a dedicated email address, telephone number, website, and public office hours.
- c. Have the sole right to discipline, terminate, and/or replace the employee assigned to the Director position in compliance with applicable City policies. The Director shall be an “at will” employee of the City.

5. DDA BOARD’S SUPERVISION OF DIRECTOR.

- a. Notwithstanding Section 3, the DDA Board shall supervise the work of the Director, with the assistance of the City Manager.
- b. The Director shall serve at the pleasure of the DDA Board. The City Manager may recommend compensation adjustments, discipline, and termination to the DDA Board. The DDA Board may, at any time and in its direction, notify the City that the employee assigned to serve as Director is no longer suitable for the role of Director, in which case the DDA shall select a new Director, subject to the consent of City Council.

6. TERM AND TERMINATION.

- a. This Agreement shall commence on the date of execution and shall continue until terminated by either party.
- b. Either party may terminate this Agreement, with or without cause, upon thirty (30) days’ written notice to the other party.
- c. Upon termination, the DDA shall pay the City for any services rendered up to the effective date of termination.

7. NOTICES. All notices required under this Agreement shall be in writing and sent by certified mail, postage prepaid, to:

If to the City: City of Cadillac 200 N. Lake Street Cadillac, MI 49601 Attn: City Manager

If to the DDA: City of Cadillac Downtown Development Authority 200 N. Lake Street Cadillac, MI 49601 Attn: DDA Chairperson

8. GOVERNING LAW. Michigan law governs this Agreement. Any disputes arising under this Agreement shall have proper venue in Wexford County, Michigan.

9. ENTIRE AGREEMENT. This Agreement constitutes the entire understanding between the parties with respect to the subject matter herein and supersedes all prior agreements, whether written or oral. No amendment or modification of this Agreement shall be valid unless in writing and signed by both parties.

10. **SEVERABILITY.** If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

CITY OF CADILLAC

By: _____

Name: _____

Title: City Manager

CITY OF CADILLAC DOWNTOWN DEVELOPMENT AUTHORITY

By: _____

Name: _____

Title: Chairperson

City of Cadillac

Financial Services Department
FY2025 Budget Amendment #3
May 19, 2025

EXHIBIT A

Current Budget	Amended Budget	Increase (Decrease)
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GENERAL FUND

Department: Revenue	\$8,917,500	\$9,319,300	\$401,800
Amended Line Items Detail			
Marijuana Tax	110,000	116,400	6,400
Property Tax Administration Fee	150,000	161,200	11,200
State of Michigan	0	51,400	51,400
Fire Protection	225,000	244,800	19,800
Rental Housing Ordinance Fee	7,000	15,000	8,000
Interest Income	100,000	240,000	140,000
Insurance Proceeds	0	80,000	80,000
Contributions from Private Sources	5,000	90,000	85,000

Purpose: To recognize additional revenue from the following:

Marijuana Tax - actual revenue shared from State of Michigan.

Property Tax Administration Fee - 1% of total taxes levied; based on final tax roll.

State of Michigan - grant funding to sponsor cadet through Police Academy and for Firefighter Turnout Gear Grant.

Fire Protection - actual revenue based on final taxable value of Clam Lake Township.

Rental Housing Ordinance Fee - actual revenue from enforcement of rental registration program.

Interest Income - additional earnings from rising interest rates and interest on checking account.

Insurance Proceeds - proceeds from claims on two total-loss accidents involving police patrol cars.

Contributions from Private Sources - funds received in current year for Diggins Hill donations.

Department: City Council	\$66,200	\$70,200	\$4,000
Amended Line Items Detail			
Travel and Education	8,000	12,000	4,000

Purpose: Appropriate additional funds for travel and education for City Council based on an increase in participation and costs related to statewide training events.

City of Cadillac

Financial Services Department
FY2025 Budget Amendment #3
May 19, 2025

EXHIBIT A

	Current Budget	Amended Budget	Increase (Decrease)
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Department: Financial Services	\$455,900	\$460,300	\$4,400
Amended Line Items Detail			
Audit	15,000	19,400	4,400

Purpose: Appropriate additional funds for annual independent audit based on bid costs.

Department: Municipal Complex	\$1,699,000	\$1,724,000	\$25,000
Amended Line Items Detail			
Liability Insurance	115,000	140,000	25,000

Purpose: Appropriate additional funds for liability and property insurance.

Department: City Attorney	\$200,000	\$250,000	\$50,000
Amended Line Items Detail			
Contractual Services	65,000	100,000	35,000
Legal Fees	100,000	115,000	15,000

Purpose: Appropriate additional funds for legal fees based on actual year-to-date activity.

Department: Police Department	\$2,738,800	\$2,890,800	\$152,000
Amended Line Items Detail			
Operating Supplies	20,000	32,000	12,000
Fuel Costs	32,000	37,000	5,000
Capital Outlay	80,000	215,000	135,000

Purpose: Appropriate additional funds for supplies, fuel costs, and capital outlay. Capital Outlay increase is the result of purchasing additional vehicles based on total loss accidents on two patrol vehicles. A majority of these costs were recovered through insurance claims.

Department: Fire Department	\$933,600	\$968,600	\$35,000
Amended Line Items Detail			
Capital Outlay	16,000	51,000	35,000

Purpose: Appropriate additional funds for purchase of 10 sets of turnout gear that was 100% covered by a State of Michigan grant.

City of Cadillac

Financial Services Department
FY2025 Budget Amendment #3
May 19, 2025

EXHIBIT A

Current Budget	Amended Budget	Increase (Decrease)
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Department: Engineering	\$40,000	\$75,000	\$35,000
Amended Line Items Detail			
Contractual Services	40,000	75,000	35,000

Purpose: Appropriate additional funds for contractual engineering costs. Engineer has provided significant assistance with several large grant applications during the year.

Department: Economic Development	\$5,000	\$95,000	\$90,000
Amended Line Items Detail			
Special Projects	5,000	95,000	90,000

Purpose: Appropriate additional funds for Diggins Hill Project. This project is primarily funded by the Cadillac Rotary Club, with additional costs for engineering and excavation funded through the City. Additional costs will be incurred in FY2026.

Department: Community Promotions	\$89,300	\$94,500	\$5,200
Amended Line Items Detail			
Salaries and Wages	26,000	30,000	4,000
Benefits	17,800	19,000	1,200

Purpose: Appropriate funds for additional DPW crew activities related to community events and maintenance of public areas.

General Fund Summary	Prior Approved	Amended	Change
Revenues	\$8,917,500	\$9,319,300	\$401,800
Expenditures	9,277,700	9,678,300	400,600
Revenues Over (Under) Expenditures	(\$360,200)	(\$359,000)	

City of Cadillac

Financial Services Department

FY2025 Budget Amendment #3

May 19, 2025

EXHIBIT A

Current Budget	Amended Budget	Increase (Decrease)
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Water and Sewer Fund

Revenue	\$5,281,000	\$5,681,000	\$400,000
Amended Line Items Detail			
State of Michigan	0	400,000	400,000

Purpose: To recognize revenue from State grant for lead and copper activities.

Expenditures	\$5,328,600	\$5,561,600	\$233,000
Amended Line Items Detail			
Administration			
Contractual Services	15,000	150,000	135,000
Engineering Fees	30,000	40,000	10,000
Liability Insurance	52,000	70,000	18,000

Purpose: Appropriate additional funds for activities related to the lead and copper grant, additional engineering fees, and liability insurance.

Preliminary Treatment			
Disposal Costs	9,000	12,000	3,000

Purpose: Appropriate additional funds for hauling and disposal of sludge.

Tertiary Treatment			
Operating Supplies	4,000	9,000	5,000

Purpose: Appropriate additional funds for supplies needed in the tertiary treatment process.

Nutrient Removal			
Chemicals	40,000	80,000	40,000

Purpose: Appropriate funds to account for increase in cost of ferric choloride after recent bid process.

City of Cadillac

Financial Services Department

FY2025 Budget Amendment #3

May 19, 2025

EXHIBIT A

Current Budget	Amended Budget	Increase (Decrease)
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Industrial Surveillance

Contract Lab Costs	8,000	25,000	17,000
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Purpose: *Appropriate funds to account for increase in contract lab costs related to testing as part of the IPP requirements.*

General Lab Expenses

Operating Supplies	15,000	20,000	5,000
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Purpose: *Appropriate funds for additional lab supplies needed during the year.*

Major Street Fund

Expenditures	\$1,551,700	\$1,891,700	\$340,000
Amended Line Items Detail			
Construction	100,000	440,000	340,000

Purpose: *Appropriate funds for Leeson Street project. Funds were originally budgeted in prior year.*

Cemetery Operating Fund

Revenue	\$166,000	\$173,100	\$7,100
Amended Line Items Detail			
Contribution from Private Sources	0	7,100	7,100

Purpose: *Recognize revenue from private donation for special project.*

Expenses	\$226,300	\$233,400	\$7,100
Amended Line Items Detail			
Capital Outlay	8,000	15,100	7,100

Purpose: *Appropriate additional funds for the costs of a special project funded through a private donation.*

City of Cadillac

Financial Services Department

FY2025 Budget Amendment #3

May 19, 2025

EXHIBIT A

Current Budget	Amended Budget	Increase (Decrease)
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Cooley School Project Fund (New Fund)

Revenue	\$0	\$10,000	\$10,000
Amended Line Items Detail			
Federal Funds	0	10,000	10,000

Purpose: Recognize revenue from federal grant for Cooley School redevelopment project.

Expenditures	\$10,000	\$20,000	\$10,000
Amended Line Items Detail			
Contractual Services	0	10,000	10,000

Purpose: Appropriate funds for services related to grant for Cooley School redevelopment.

Cadillac Development Fund

Revenue	\$12,500	\$37,500	\$25,000
Amended Line Items Detail			
State of Michigan	0	25,000	25,000

Purpose: Recognize revenue from Match on Main passthrough grant from State of Michigan.

Expenditures	\$73,500	\$108,500	\$35,000
Amended Line Items Detail			
Contractual Services	10,000	35,000	25,000

Purpose: Appropriate funds for passthrough Match on Main grant on behalf of Walraven's.

June 2, 2025

Council Communication

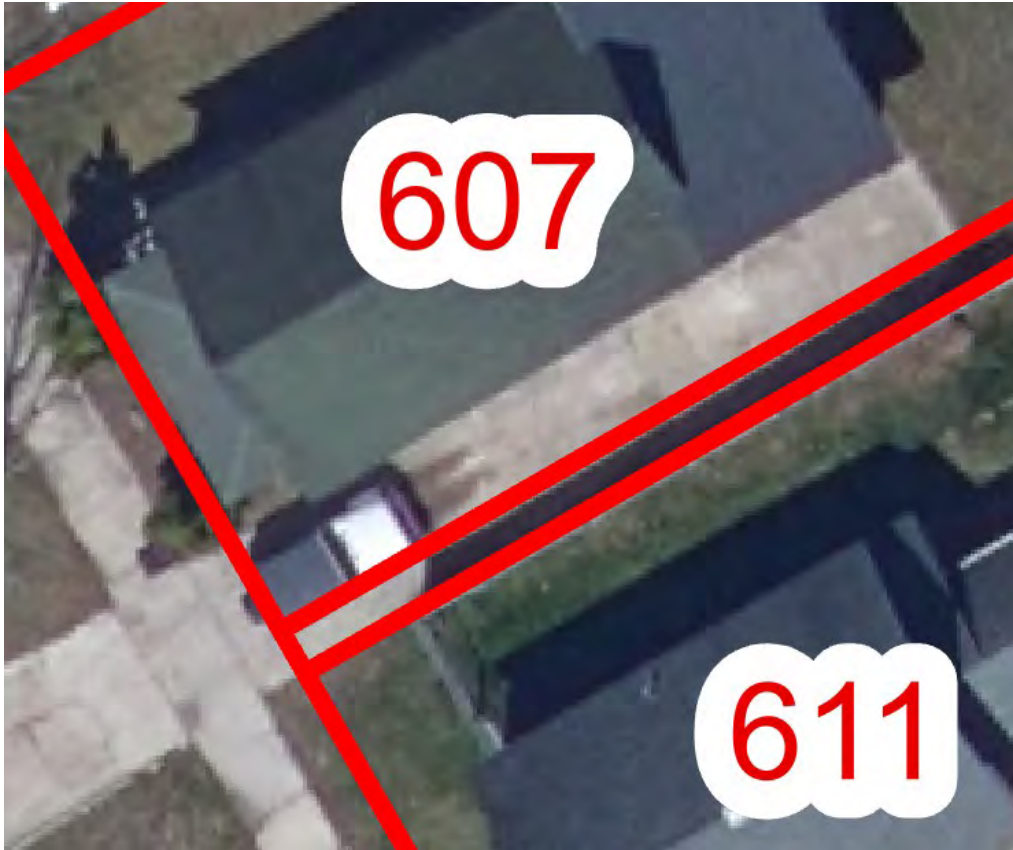
Re: Maple Street Property Sale

The Community Development Department is recommending the sale of a sliver of property located on Maple Street. The property was deeded to the City of Cadillac in 2011 during tax foreclosure. Exact details are unknown for the creation of this parcel, but a surveying error is likely the cause. The parcel is the blue section in the image below.



The parcel is 3.5 feet by 100 feet deep. The adjoining parcels, 607 Maple is 45 feet by 100 feet deep, 611 Maple St is 50 feet by 100 feet deep. The zoning ordinance requirements for the zoning district, R-3 One-Family Residential District, are 50 feet of frontage. Combining this sliver of land will bring 607 Maple Street closer to compliance, making it 48.5 feet of frontage. The parcel is not buildable and there is no advantage to the City to retain the parcel.

The image below shows that this parcel sits over the driveway at 607 Maple Street.



Staff communicated with both property owners and received confirmation from the owner of 611 Maple Street that they are not interested in the land.

Requested Council Action

The council is asked to approve the resolution for the sale of the 3.5 foot by 100 foot section of land to 607 Maple Street for \$1.00.

City Council

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



Mayor

Tiyi Schippers

Mayor Pro-Tem

Robert J. Engels

Councilmembers

Bryan Elenbaas

Scott Hopkins

Ruthann French

RESOLUTION NO. 2025- _____

**RESOLUTION TO ADOPT ORDINANCE TO APPROVE TRANSFER
OF REAL PROPERTY
(PROPERTY ON MAPLE STREET)**

At a meeting of the City Council of the City of Cadillac, Wexford County, Michigan, on the 2nd day of June, 2025, at 6:00 p.m. at the Cadillac Municipal Complex, 200 N. Lake Street, Cadillac, Michigan 49601.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the City of Cadillac ("City") is authorized by statute to buy, own and sell
real property (MCL 117.4e); and

WHEREAS, the Charter of the City provides that the City may, by ordinance and upon
the affirmative vote of four (4) or more members of the Council, sell or exchange any real estate
(Charter Sec. 5.6); and

WHEREAS, the Charter further provides that before final adoption of such an ordinance,
the Council shall hold a public hearing and must publish notice once at least twenty (20) days
and again ten (10) days prior to the hearing; and

WHEREAS, the City wishes to adopt an ordinance that authorizes the transfer to Christopher Stoddard (the “Buyer”) of real property owned by the City located in the City of Cadillac, Wexford County, Michigan and described as a tiny parcel of approximately 3.5 feet by 100 feet between 607 and 611 Maple Street to be determined by agreement of the City and the Buyer (the “Real Property”); and

WHEREAS, the City Clerk twice published a summary of the Ordinance 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, in accordance with the Charter. A copy of the Ordinance was and is available for examination at the office of the City Clerk, and copies may be provided for a reasonable charge; and

WHEREAS, a public hearing regarding the Ordinance was held on the 2nd day of June, 2025, at 6:00 p.m.; and

WHEREAS, the transfer of the Real Property to the Buyer as described in the Ordinance is in the public interest.

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

1. Pursuant to Section 5.2 and 5.6 of the City Charter, the City adopts Ordinance No. 2025-____, Ordinance to Authorize Transfer of Real Property (Property on Maple Street) (the "Ordinance," attached as Exhibit 1). The Transfer Agreement between the City and the Buyer is attached as Exhibit 2 and is approved.

2. The City Clerk is directed to publish a notice of adoption of the Ordinance in a form substantially similar to Exhibit 3.

3. The Mayor and the City Clerk are authorized to finalize a legal description of the Real Property, to execute any and all documents (including the Transfer Agreement attached at Exhibit 3), and to take any and all actions, as may be necessary or appropriate to close upon the sale of the Real Property for a transfer price of One Dollar and 00/100 (\$1.00).

4. A copy of the Ordinance is 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 repealed to the extent necessary to give this Resolution full force and effect.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
) s.s.
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. 2025-____, duly adopted at a regular meeting of the City Council held on the 2nd day of June, 2025.

Sandra Wasson
City Clerk

ORDINANCE NO. 2025-_____

**ORDINANCE TO APPROVE TRANSFER OF REAL PROPERTY
(PORTION OF PROPERTY ON MAPLE STREET)**

THE CITY OF CADILLAC ORDAINS:

Section 1.

Pursuant to MCL 117.4e, the Charter of the City of Cadillac and other applicable authority, the City hereby approves the transfer to the Christopher Stoddard (the “Buyer”) of real property owned by the City located in the City of Cadillac, Wexford County, Michigan and described as a tiny parcel of approximately 3.5 feet by 100 feet of real property between 607 and 611 Maple Street as determined by Agreement of the City and the Buyer (the “Real Property”). The description will be attached as Exhibit A when the final determination is made. The Transfer Agreement is attached to the Resolution of the City Council adopting this Ordinance. The Mayor and the City Clerk in consultation with the City Attorney, are authorized to make non-material alterations to the final Transfer Agreement.

Section 2.

The Mayor and City Clerk are hereby authorized to finalize the legal description of the Real Property, to execute any and all documents and to take any and all actions necessary or appropriate to close upon the transfer of the Real Property to the Buyer or its designee for a sale price of One Dollar and 00/100 (\$1.00).

Section 3.

The City Clerk is directed, pursuant to Section 20-4(b) of the City's Code of Ordinances, within 30 days after the adoption of this ordinance, to record a certified copy of this ordinance with the Wexford County Register of Deeds and to send a copy to the State Treasurer.

Section 4.

All other ordinances inconsistent with the provisions of this Ordinance are hereby repealed, but only to the extent necessary to give this Ordinance full force and effect.

Section 5.

This Ordinance takes effect twenty (20) days after its adoption and publication.

Approved this _____ day of _____, 2025.

Sandra Wasson, City Clerk

Antoinette Schippers, Mayor

I, Sandra Wasson, City Clerk of the City of Cadillac, Michigan, do hereby certify that a summary of Ordinance No. 2025-____ was published in the Cadillac News on the ____ day of _____, 2025.

Sandra Wasson, City Clerk

STATE OF MICHIGAN)
) ss.

COUNTY OF WEXFORD)

On this ____ day of _____, 2025, before me, a Notary Public, in and for said County, personally appeared Antoinette Schippers, Mayor, and Sandra Wasson, City Clerk, on behalf of the City of Cadillac, who executed the foregoing Ordinance and acknowledged that they have executed it on behalf of the City of Cadillac in their capacity as its Mayor and City Clerk, respectively.

_____, Notary Public
County of _____, State of Michigan
My commission expires: _____

Prepared By and Return To:

Scott H. Hogan (P41921)
FOSTER, SWIFT, COLLINS & SMITH, PC
1700 E. Beltline Avenue NE, Suite 200
Grand Rapids, MI 49525
(616) 726-2200

EXHIBIT A

Legal Description of a Portion of Defined Real Property.

Parcel Number: 83-10-082-00-079-01

N 3.5 FT OF LOTS 1 & 2 BLK 9 GA MITCHELLS PLAT OF NW 1/4 SEC 3-21-9 CITY OF CADILLAC.

AGREEMENT TO TRANSFER REAL PROPERTY

THIS AGREEMENT TO TRANSFER REAL PROPERTY is executed between CHRISTOPHER STODDARD, of 607 Maple Street, Cadillac, Michigan 49601 ("Buyer"), and the CITY OF CADILLAC, a Michigan municipal corporation, of 200 North Lake Street, Cadillac, Michigan 49601 ("Seller"). The "Effective Date" of this Agreement is the date it is signed by Seller.

RECITALS

Seller is the owner of a tiny parcel of real property located between 607 and 611 Maple Street, Cadillac, Michigan 49601 (PPN 83-10-082-00-079-01), in the City of Cadillac, County of Wexford, State of Michigan and legally described on Exhibit A attached hereto (the "Real Property").

AGREEMENT

The parties agree as follows:

1. Sale and Purchase. Seller agrees to transfer the Real Property to Buyer, and Buyer agrees to accept the Real Property from Seller, for the Purchase Price and according to the terms and conditions set forth in this Agreement. Buyer will pay Seller the Purchase Price in immediately available funds at the Closing.

2. Definitions. As used in this Agreement, the following terms are defined as:

- (a) Agreement: This Agreement to Transfer Real Property.
- (b) Closing: Consummation of the transaction described in this Agreement. The Closing will take place on a day mutually determined by the parties, but not later than 30 days after the Cadillac City Council adopts an ordinance approving the transfer (the "Closing Date"), at such place as the parties may agree.
- (c) Purchase Price: The Purchase Price is one dollar and 00/100 (\$1.00).
- (d) Permitted Encumbrances. All encumbrances noted on the public record and not objected to by Buyer are Permitted Encumbrances.

3. Title and Survey.

- (a) Quit Claim Deed. At the Closing, Seller will transfer the Real Property to Buyer by quit claim deed, subject to the Permitted Encumbrances.

- (b) Title Insurance. Within fourteen (14) days of the Effective Date, Buyer may obtain title insurance at Buyer's expense.
 - (c) Survey. Buyer may obtain a survey if the Buyer wants a survey.
- 4. Contingencies. The obligation of Buyer and Seller to close under this Agreement is contingent upon the approval of Seller's City Council.
 - (a) Governmental Action. Except as specifically set forth herein, Seller has no obligation to take any action, or not take any action, in its role as a governmental entity.
 - (b) Closing.
 - (i) Closing Documents. The Closing will take place within thirty (30) days after approval by the Cadillac City Council of the transfer of the Real Property. At the Closing, the following documents will be executed and delivered by and between the parties:
 - (A) Seller and Buyer will execute and deliver to each other a Closing Statement reflecting the manner in which the Purchase Price is allocated and paid.
 - (B) Seller will execute and deliver the quit claim deed for the Real Property.
 - (C) The parties will execute such further documentation as is reasonably necessary to evidence and close the transaction.
 - (ii) Purchase Price. At the Closing, Buyer shall pay the Purchase Price in immediately available funds.
 - (iii) Closing Costs. At the Closing, the following expenses will be paid, and the Purchase Price will be adjusted in accordance with the following provisions:
 - (A) Buyer will pay all real property taxes and assessments due or payable after Closing.
- 5. Possession. Seller will tender possession of the Real Property to Buyer at Closing.
- 6. "AS-IS" "WHERE-IS" Condition of Real Property
 - (a) BUYER ACKNOWLEDGES AND AGREES THAT IT IS PURCHASING THE REAL PROPERTY "AS-IS" "WHERE-IS" AND "WITH ALL

FAULTS” WITHOUT ANY WARRANTIES, REPRESENTATIONS OR GUARANTEES, EITHER EXPRESS OR IMPLIED, OF ANY KIND, NATURE, OR TYPE WHATSOEVER FROM, OR ON BEHALF OF, SELLER. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, BUYER ACKNOWLEDGES AND AGREES THAT SELLER DISCLAIMS ANY AND ALL IMPLIED WARRANTIES CONCERNING THE REAL PROPERTY AND ANY PORTIONS THEREOF INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF HABITABILITY, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE.

- (b) Buyer is relying strictly upon Buyer's due diligence, investigations and inquiries to make the decision to purchase the Real Property and to close. Upon Closing, Buyer will be deemed to have been fully satisfied with the results of its inspections and investigations regarding the Real Property. Seller has no obligation after Closing to cooperate in any approvals or permits or to take or not take any governmental action. Seller specifically disclaims any and all warranties or knowledge regarding the environmental condition of the Real Property. Seller advises Buyer to obtain environmental reports and studies regarding the Real Property. Buyer acknowledges that upon Closing it will be deemed to have full knowledge regarding the Real Property.

7. Miscellaneous.

- (a) Reservation of Rights. Seller may reserve utility easements in the Real Property, in the quit claim deed.
- (b) Notices. All notices, requests and demands to or upon any party to this Agreement must be in writing and delivered personally or mailed first class, postage prepaid. Notice will be deemed effective on the date postmarked, if by mail, or on the date of delivery, if personally delivered.
- (c) Waiver. No provision in this Agreement may be waived except in a writing signed by the waiving party. No oral statements, course of conduct or course of dealing will be deemed a waiver. No waiver by any party of any violation or breach of this Agreement will be deemed or construed to constitute a waiver of any other violation or breach, or as a continuing waiver of any violation or breach.
- (d) Binding Effect. This Agreement will be binding upon and inure to the benefit of the parties and their successors and assigns.
- (e) Professional Representation. Each of the parties will pay all the costs that it incurs incidental to this Agreement and the performance of any related obligations, whether or not the transactions contemplated by this Agreement

are consummated. The parties have had a full and fair opportunity to consult with advisors of their choosing regarding this Agreement and the transactions contemplated herein. The parties enter into this Agreement knowingly and voluntarily. This Agreement shall be construed in a reasonable manner consistent with good faith and as if the parties had jointly drafted it.

- (f) Execution in Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which when taken together shall constitute one and the same Agreement. The delivery of an executed signature page to this Agreement by facsimile, electronic or telecopy transmission shall constitute due execution and delivery of this Agreement for all purposes.

8. Acknowledgment. By signing this Agreement, the parties acknowledge that they have read this document, they know its contents and they are voluntarily signing it.

Executed this 10 day of April, 2025.

BUYER:

By: 
Print Name: Christopher Stoddard

SELLER:

CITY OF CADILLAC

By: _____

Print Name: _____

Its: _____

And By: _____

Print Name: Sandra Wasson

Its: Clerk

EXHIBIT A

Legal Description of Real Property

Parcel Number: 83-10-082-00-079-01

N 3.5 FT OF LOTS 1 & 2 BLK 9 GA MITCHELLS PLAT OF NW 1/4 SEC 3-21-9 CITY OF CADILLAC.

City Council

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



Mayor
Tiyi Schippers

Mayor Pro-Tem
Robert J. Engels

Councilmembers
Bryan Elenbaas
Ruthann French
Scott Hopkins

RESOLUTION NO. 2025-_____

**RESOLUTION TO ADOPT AN ORDINANCE AMENDING THE CITY ZONING
ORDINANCE REGARDING VARIATIONS IN R-PUD DESIGNS**

At a meeting of the City Council of the City of Cadillac, Wexford County, Michigan, held in the Council Chambers, Cadillac Municipal Complex, 200 North Lake Street, Cadillac, Michigan, on June 2, 2025, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the City desires to amend the City's Zoning Ordinance to permit the City's Planning Commission ("Planning Commission") to authorize variations from the design provisions of Division 7 of the Zoning Ordinance for residential planned unit developments ("R-PUDs"); and

WHEREAS, the Planning Commission held a duly noticed public hearing on the proposed amendments; and

WHEREAS, the Planning Commission voted to recommend the adoption of the proposed amendments; and

WHEREAS, the City Council introduced the proposed amendments at a meeting on May 19, 2025; and

WHEREAS, the City Council held a duly noticed public hearing on the proposed amendments on June 2, 2025; and

WHEREAS, the City Council desires to adopt the proposed amendments with a sunset provision of April 1, 2026, as reflected in Exhibit A.

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

1. The City adopts Ordinance No. 2025-____, An Ordinance Amending the City Zoning Ordinance Regarding Variations in R-PUD Designs (the “Ordinance,” attached as Exhibit A).
2. The Ordinance shall be filed with the City Clerk.
3. The City Clerk is directed to publish a Notice of Adoption within 7 days after its adoption.
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. 2025-____, duly adopted at a meeting of the City Council held on the 2nd day of June, 2025.

Sandra Wasson
Cadillac City Clerk

Exhibit A

**CITY OF CADILLAC
WEXFORD COUNTY**

Ordinance No. 2025-____

**AN ORDINANCE AMENDING THE ZONING ORDINANCE REGARDING
VARIATIONS IN R-PUD DESIGNS**

The City of Cadillac ordains:

Section 1. Amendment of Subsection 46-315(9).

Subsection 46-315(9) of the City of Cadillac Zoning Ordinance is amended in its entirety to read as follows, with added text marked by boldfaced font and deleted text stricken:

(9) *Variations*. Before April 1, 2025~~6~~, the planning commission may authorize any variations from the design provisions of this Division, which will not be incompatible with the purposes of the R-PUD or the criteria required in this section, and will not be obstructive of view, light or air, or hazardous or otherwise a nuisance or annoyance to adjacent developments, highway motorists or the general public.

After April 1, 2025~~6~~, with the exception of increases in permitted housing density and lot sizes, the planning commission may authorize variations from the design provisions of this section, which will not be incompatible with the purposes of the R-PUD or the criteria required in this section, and will not be obstructive of view, light or air, or hazardous or otherwise a nuisance or annoyance to adjacent developments, highway motorists or the general public.

- a. The purpose of these variations is to provide for reasonable flexibility in the regulations as a means of:
 1. Permitting the development of a site upon which buildable areas exist, but upon which the majority of the site area is encompassed by regulated wetlands, regulated water bodies, other unique natural features, or combinations of each; or
 2. Providing opportunity for the development of innovative design concepts which will be of public benefit.
- b. In consideration of a variation, the applicant shall demonstrate:
 1. The property values of parcels contiguous to the R-PUD will not depreciate as a result of the variation;
 2. The existing public infrastructure, or infrastructure proposed for construction as a component of the R-PUD, is capable of supporting the variation; and
 3. The R-PUD could not reasonably be developed without a variation due to practicable difficulties associated with the physical characteristics of the site;

or a variation offers an appropriate alternative to compliance with the design requirements of this section.

Section 2. Severability.

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

Section 3. Repealer.

Any ordinances that conflict with this Ordinance are repealed to the extent necessary to give this Ordinance full force and effect.

Section 4. Publication; Effective Date.

This Ordinance will be published within 7 days of its adoption and take effect 20 days after its adoption.



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

Today's Date May 15, 25

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 Army Band Concert
Contact Person Chris Emmens
Contact Phone [REDACTED] Contact Email [REDACTED]

Date: <u>June 7, 2025</u>		Street Closures	
Street Name <u>Lake St</u>	Beginning Location <u>Harris</u>	Ending Location <u>Cass</u>	
	Beginning Time <u>Noon</u>	Ending Time <u>4 pm</u>	
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 Doreen Lanc Signature Doreen Lanc Date 5/15/25

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

Today's Date 02-05-2025

City Received Date

MUST BE OFFICIALLY CITY DATE STAMP

EVENT PLANNING COVER PAGE

This form must be completed and return to the City at least 60 days before a HIGH IMPACT event. Additionally a representative for the event must meet with City Event Team to verify all details for the event before going to City Council for approval. Failure to comply will result in a denial of your event. Please call (231) 775-0181 x 7328 if you have questions.

Applicant Name (Print) Cherry Grove Church of the Nazarene Contact Address 8450 South 29 Road
Contact Phone(s) [REDACTED] Contact Email info.cherrygrove.naz@gmail.com
Sponsoring Organization Cherry Grove Church of the Nazarene ☐ Private ☒ Non-Profit
Purpose of Event Worship Service / Pot Luck Approx # of Attendees 120-140

Please check the facility requested (see related reservation form):

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

Beginning Date: 07-20-25 Ending Date: 07-20-25 Reoccurring: ☒ YES ☐ NO

1st Day	Set-up <u>8 AM</u>	Start	End <u>2:30</u>	Clean-up <u>3:00</u>
2nd Day	Set-up	Start	End	Clean-up
3rd Day	Set-up	Start	End	Clean-up
4th Day	Set-up	Start	End	Clean-up

Please answer the following: If you answer YES to any of the below, 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

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 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? * use of small personal grill - just in years pasted.

Forms can be mailed or delivered to the above address or emailed to: mvandermeulen@cadillac-mi.net

All events require liability insurance: Required MINIMUM general aggregate amount of \$1,000,000, naming the City of Cadillac as Certificate Holder and as additionally insured



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

Today's Date 02-05-2025

City Received Date

Cadillac Rotary Performing Arts Pavilion Reservation Request Form

Must be submitted with the Event Planning Cover Page. Please submit 60-days prior to event date for HIGH-IMPACT EVENTS.

Event Worship Services

Special Requests: Please Circle

☒ Electricity

☐ Water

☐ Wind Screens

☒ Sound System

☐ Movie Screen/Projector System**

Weather Dependentafter dark only**

Usage Rules

1. Profanity and offensive language are strictly prohibited.
2. Noise must be limited to levels that do not disturb the peace and must be lowered at the City's request.
3. No decorations, props, or appurtenances shall be used or placed in a manner that will cause damage to the Pavilion, grounds (including trees), or surrounding areas. The use of nails, tacks, staples, etc. is strictly prohibited, along with the use of stakes in the ground.
4. Movies/programs shown at the Pavilion are at the discretion of the City, and proper licensing to show copyrighted material is required. One potential resource is www.swank.com. MPAA ratings of G and PG are appropriate.
5. Any signage or decorations must be removed immediately following any event.
6. **No vehicles are permitted on sidewalks or grass. However, the sidewalk immediately south of the pavilion can be utilized for temporary unloading/loading of equipment only. Parking is prohibited on Lake Street, even if it has been closed for the event.**
7. The sale of food and non-alcoholic beverages may require an additional license. (Code of Ordinances-Chapter 28)
8. The consumption or sale of alcoholic beverages requires approval of City Council. (Code of Ordinances-Chapter 26)
9. **Sound System Fees** - \$20 per hour for use of our sound board and sound technician. (MUSICAL PERFORMANCES)

Reservation Fees:

- Daily Rate (4 hours or more) \$108
- Hourly Rate (less than 4 hours) \$60 per hour
- ☒ Non-Profit Daily Rate (4 hours or more) \$55
- Non-Profit Hourly Rate (less than 4 hours) \$27 per hour

Reoccurring Events: Events that are a minimum of once a week, for four consecutive weeks or more

- Daily Rate of \$27
- Non-Profit Daily Rate of \$16

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

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

Signature [Signature] Total Fees Required: _____ Total Fees Paid: _____ Date 2/6/25



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

Today's Date 02-05-2025

City Received Date

RECEIVED

City Parks Request Form

Must be submitted with the Event Planning Cover Page. Please submit 60-days prior to event date for HIGH-IMPACT EVENTS

Event Worship Service - All Church Potluck

City Parks

Please Check One

- ☒ City Park at Cadillac Commons "Fountain Park"
☐ The Plaza at Cadillac Commons
☐ Other _____

Usage Rules:

1. All Parks are for public use.
2. The Plaza nor the City Park in Cadillac Commons will have its general use, as an open space or park without organized activity, restricted to no more than two consecutive weekends.
3. The City does not provide any porta potty's, tents, tables, chairs, rugs, extension cords etc.
4. The fountain may not be operating due to equipment breakdowns or weather conditions such as wind.
5. Not all parks have space for tents, chairs etc. (Separate application required for use of tent or structure, if applicable)
6. No digging, staking, or any other ground disturbing activity shall be performed except as authorized in the permit and upon prior notification from the Operations Manager for DPW.
7. No trucks or other motor vehicles are allowed in City parks except in designated parking lots or except those conveying specialized equipment for the Event, or otherwise allowed as stated in the Permit.

Reservation Fees:

- Daily Rate (4 hours or more) \$108
- Hourly Rate (less than 4 hours) \$60 per hour
- Non-Profit Daily Rate (4 hours or more) \$55
- * • Non-Profit Hourly Rate (less than 4 hours) \$27 per hour

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

Recurring events are not permitted in City Parks.

All events require liability insurance.

Forms can be emailed to mvandermeulen@cadillac-mi.net, or mailed/delivered to City Hall, Attention Event Coordinator at
200 N. Lake St, Cadillac, MI 49601

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

Signature [Signature] Total Fees Required: _____ Total Fees Paid: _____ Date 2-6-25



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

Today's Date 01-05-2025

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 Worship Service at Pavilion and Church Pathway in the "Fountain Park"
Contact Person Rev. Jeremy Gomez or Patty Weatherwax - Cherry Grove Church of the Nazarene
Contact Phone [Redacted] Contact Email info.cherrygrove.naz@gmail.com
Patty's cell.

Date: <u>07-20-2025</u>		Street Closures	
Street Name <u>S. Lake Street</u>	Beginning Location <u>Harris</u>	Ending Location <u>Cass</u>	
	Beginning Time <u>8 AM</u>	Ending Time <u>3 PM</u>	
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 Rev. Jeremy Gomez Signature [Signature] Date 2-6-25

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

CADILLAC ARTS COUNCIL PRESENTS THE CADILLAC FESTIVAL OF THE ARTS

- Approve Banner request to run 07/14/2025 through 07/21/2025
- Approve street closure request of Lake St from Cass St to Harris St from 07/17/2025 at 3PM to 07/19/2025 at 6:30PM
- Approve alcohol beverage request for 07/18/2025 from 6-9PM
- Approve parking lot closure for carwash between Cass St and the splash pad behind Landing Dance Academy on 07/19/2025 from 10AM until 1PM



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

Today's Date _____

City Received Date



All City Parks Request Form

Reason for Request Cadillac Festival of the Arts
Organization Cadillac Arts Council Contact Person M. Filkins
Contact Phone [REDACTED] Contact Email [REDACTED]
Date 7/17/25 - 7/19/25 Times 3pm on 7/17 - 6:30pm on 7/19

City Parks

Please Check One

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

City of Cadillac Guidelines:

Please read the following and initial to acknowledge your understanding

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

Request that fountain be OFF on 7/18 - 7/19



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

Today's Date _____

City Received Date

Request Planning Guide

This form must be completed and return to the City at least 60 days before a HIGH IMPACT event. Additionally a representative for the event must meet with City Event Team to verify all details for the event before going to City Council for approval. Failure to comply will result in a denial of your event. Please call (231) 775-0181 x 7328 if you have questions.

Applicant Name (Print) Mike Filkins Contact Address [REDACTED]
Contact Phone(s) [REDACTED] Contact Email [REDACTED]
Sponsoring Organization Cadillac Arts Council ☐ Private ☐ Non-Profit
Purpose of Event Festival of the Arts Approx # of Attendees _____

Beginning Date: 7/17/25 Ending Date: 7/19/25 Reoccurring: ☐ YES ☐ NO

1st Day <u>7/17</u>	Set-up Time <u>4pm</u>	Start <u>7pm</u>	End <u>9:15pm</u>	Clean-up _____
2nd Day <u>7/18</u>	Set-up Time <u>8am</u>	Start <u>10am</u>	End <u>9:00pm</u>	Clean-up _____
3rd Day <u>7/19</u>	Set-up Time <u>8am</u>	Start <u>10am</u>	End <u>6:30pm</u>	Clean-up <u>6:30pm</u>
4th Day _____	Set-up Time _____	Start _____	End _____	Clean-up _____

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 Select

☒ 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: mvandermeulen@cadillac-mi.net

All events require liability insurance: Required Min. general aggregate amount of \$1,000,000, naming the City of Cadillac as Certificate Holder and as additionally insured



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

Today's Date _____

City Received Date

Cadillac Rotary Performing Arts Pavilion Reservation Request Form

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

Event

Cadillac Festival of the Arts

Special Requests: Please Select



Electricity



Water



Wind Screens



Sound System



Movie Screen/Projector System**

Weather Dependentafter dark only**

Usage Rules

1. Profanity and offensive language are strictly prohibited.
2. Noise must be limited to levels that do not disturb the peace and must be lowered at the City's request.
3. No decorations, props, or appurtenances shall be used or placed in a manner that will cause damage to the Pavilion, grounds (including trees), or surrounding areas. The use of nails, tacks, staples, etc. is strictly prohibited, along with the use of stakes in the ground.
4. Movies/programs shown at the Pavilion are at the discretion of the City, and proper licensing to show copyrighted material is required. One potential resource is www.swank.com. MPAA ratings of G and PG are appropriate.
5. Any signage or decorations must be removed immediately following any event.
6. **No vehicles are permitted on sidewalks or grass. However, the sidewalk immediately south of the pavilion can be utilized for temporary unloading/loading of equipment only. Parking is prohibited on Lake Street, even if it has been closed for the event.**
7. The sale of food and non-alcoholic beverages may require an additional license. (Code of Ordinances-Chapter 28)
8. The consumption or sale of alcoholic beverages requires approval of City Council. (Code of Ordinances-Chapter 26)
9. **Sound System Fees** - \$20 per hour for use of our sound board and sound technician. (MUSICAL PERFORMANCES)

Reservation Fees:

- Daily Rate (4 hours or more) \$100
- Hourly Rate (less than 4 hours) \$55 per hour
- Non-Profit Daily Rate (4 hours or more) \$50
- Non-Profit Hourly Rate (less than 4 hours) \$25 per hour

Reoccurring Events: Events that are a minimum of once a week, for four consecutive weeks or more

- Daily Rate of \$25:
- Non-Profit Daily Rate of \$15 (Must provide documentation of non-profit status)

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

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

Signature

ml 70

Total Fees Required: _____

Total Fees Paid: _____

Date

1/2/25



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

Today's Date _____

City Received Date

The Market at the Cadillac Commons Reservation Form

Please Submit 60-days Prior to Event Date

for **HIGH IMPACT EVENTS**

Event Cadillac Festival of the Arts

Please Select:

☒ Electricity/Lights ☐ Heat

Usage Rules:

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

Reservation Fees:

- Daily Rate (4 hours or more) \$100
- Hourly Rate (less than 4 hours) \$55 per hour
- Non-Profit Daily Rate (4 hours or more) \$50
- Non-Profit Hourly Rate (less than 4 hours) \$25 per hour

Reoccurring Events: Events that are a minimum of once a week, for four consecutive weeks or more

- Daily Rate of \$25:
- Non-Profit Daily Rate of \$15 (Must show proof of status)

Market Hours 7:00 AM through 11:00 PM

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

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

Signature  Total Fees Required: _____ Total Fees Paid: _____ Date 1/2/25



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

Today's Date _____

City Received Date

Request Planning Guide

This form must be completed and return to the City at least 60 days before a HIGH IMPACT event. Additionally a representative for the event must meet with City Event Team to verify all details for the event before going to City Council for approval. Failure to comply will result in a denial of your event. Please call (231) 775-0181 x 7328 if you have questions.

Applicant Name (Print) Mik Filkins Contact Address [REDACTED]
Contact Phone(s) [REDACTED] Contact Email [REDACTED]
Sponsoring Organization Cadillac Arts Council ☐ Private ☐ Non-Profit
Purpose of Event Festival of the Arts Approx # of Attendees 150

Beginning Date: 7/18 Ending Date: 7/19 Reoccurring: ☐ YES ☐ NO
1st Day 7/18 Set-up Time 4pm Start 6:00 pm End 9:00 pm Clean-up _____
2nd Day 7/19 Set-up Time 8 am Start 10 am End 3:00 pm Clean-up 4:00 pm
3rd Day _____ Set-up Time _____ Start _____ End _____ Clean-up _____
4th Day _____ Set-up Time _____ Start _____ End _____ Clean-up _____

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 Select

☒ 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: mvandermeulen@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

Permit Fee Schedule

Permits are required for reservations at the following facilities:

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

Permit Fees:

- Daily Rate (4 hours or more) \$100
- Hourly Rate (less than 4 hours) \$55 per hour
- Non-Profit Daily Rate (4 hours or more) \$50
- Non-Profit Hourly Rate (less than 4 hours) \$25 per hour

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

- Daily Rate of \$25:
- Non-Profit Daily Rate of \$15 (Must show proof of status)

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

All events require liability insurance.

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

Signature _____



Date 7/2/25



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

Today's Date _____

City Received Date

Banner Request Form

Monday Banner Start Date 7/14/25

Monday Banner End Date 7/21/25

(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 Cadillac Festival of the Arts
Organization Cadillac Arts Council Contact Person Mik Filkins
Contact Phone 231-884-1082 Contact Email Filks57@gmail.com

City of Cadillac & State of Michigan Guidelines:

- City Garage
- ☒ 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: mvandermeulen@cadillac-mi.net

(No Faxes accepted)

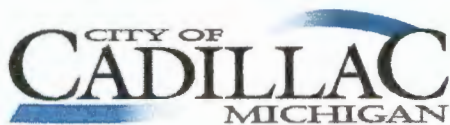
I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name Mik Filkins Signature [Signature] Date 7/21/25

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

FESTIVAL of the ARTS
CITY PARK This Weekend





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

Today's Date _____

City Received Date _____

PLACE OVERALL CITY DATE STAMP

Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request Cadillac Festival of the Arts
Contact Person Mike Filkins
Contact Phone [REDACTED] Contact Email [REDACTED]

Date: <u>7/17/25</u>		Street Closures	
Street Name <u>Lake St</u>	Beginning Location <u>Cass St</u>	Ending Location <u>Harris St</u>	
	Beginning Time <u>3pm</u>	Ending Time <u>7/19/25 6:30pm</u>	
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 Mike Filkins Signature [Signature] Date 7/2/25

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 _____

City Received Date

Alcoholic Beverage Request Form

Event Name Cadillac Festival of the Arts

Requesting Organization Cadillac Arts Council

Contact Person(s) Mike Filkins

Contact Phone [REDACTED] Contact Email [REDACTED]

Date of Event 7/18/25 Approx. number of participating groups 1

Starting Time 6 pm Ending Time 9 pm

City of Cadillac & State of Michigan Guidelines:

- Double fence for Public Events
- Inspection of site
- Market at the Cadillac Commons requires either all sides down or 3 sides down with one side of fencing that the city has available for rent (\$100)
- ✓ Cash Bar requires State of Michigan Liquor License
- Open Bar requires the Event to be a private event not open to the public i.e. Weddings, reunions Etc.
- City Council Approval (Article 1 Sec. 26-8)
- Liability Insurance naming City of Cadillac

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

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

Print Name Mike Filkins Signature [Signature] Date 1/21/25

Request will be reviewed & you will be notified if additional information is needed.



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

Today's Date 5-29-25

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 Landing Dance Collective Carwash and Baked Goods Fundraiser

Contact Person Andrea Troupe

Contact Phone [REDACTED] Contact Email [REDACTED]

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 <u>7/19/25</u>	Parking Lot Closures	
Lot Location <u>Landing Dance Academy</u>	Street <u>Cass Street</u>	Nearest Cross Street <u>Lake Street</u>
	Beginning Time <u>10:00 AM</u>	Ending Time <u>1:00PM</u>
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 Andrea Troupe Signature Andrea Troupe Date 5-29-25

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

5/28/25

City Received Date

RECEIVED

MUST BE OFFICIALLY CITY DATE STAMP

MAY 28 2025

Street & Parking Lot Closure Request Form

Please fill out a separate form for each day.

Reason for Request

PFAS Resource Fair / Water Event

Contact Person

Mary Galvanek

Contact Phone

[REDACTED]

Contact Email

Cadillacmarketmaster@gmail

Date: 06/27/25		
Street Closures		
Street Name: <u>Slake St</u>	Beginning Location: <u>Cass St</u>	Ending Location: <u>Harris St</u>
	Beginning Time: <u>9am</u>	Ending Time: <u>3pm</u>
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 _____
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

Mary Galvanek

Signature

Mary Galvanek

Date

5/28/25

LDFA Board Meeting

March 12, 2025



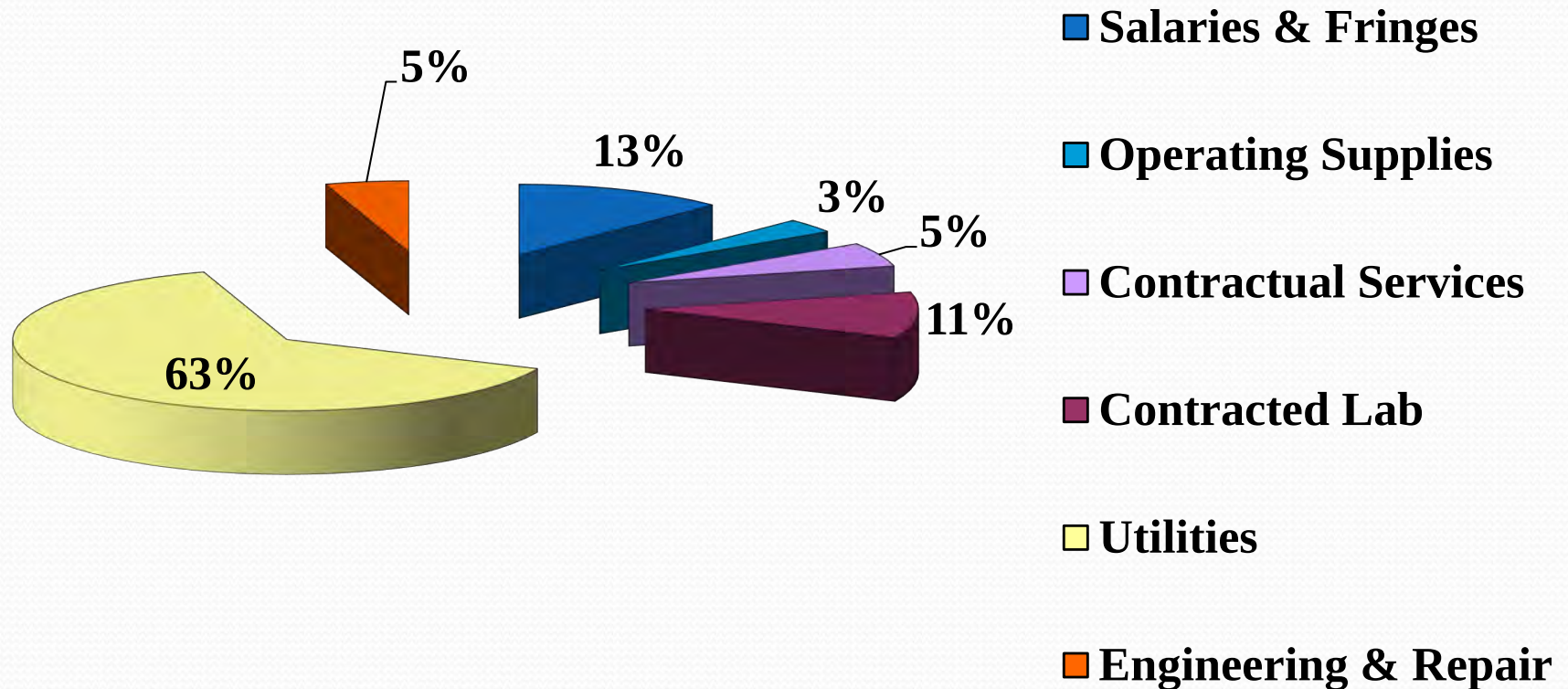
LDFA Agenda Items

- LDFA Budget
- Operations Update
- EPA Oversight
- City Water Supply



LDFA Budget

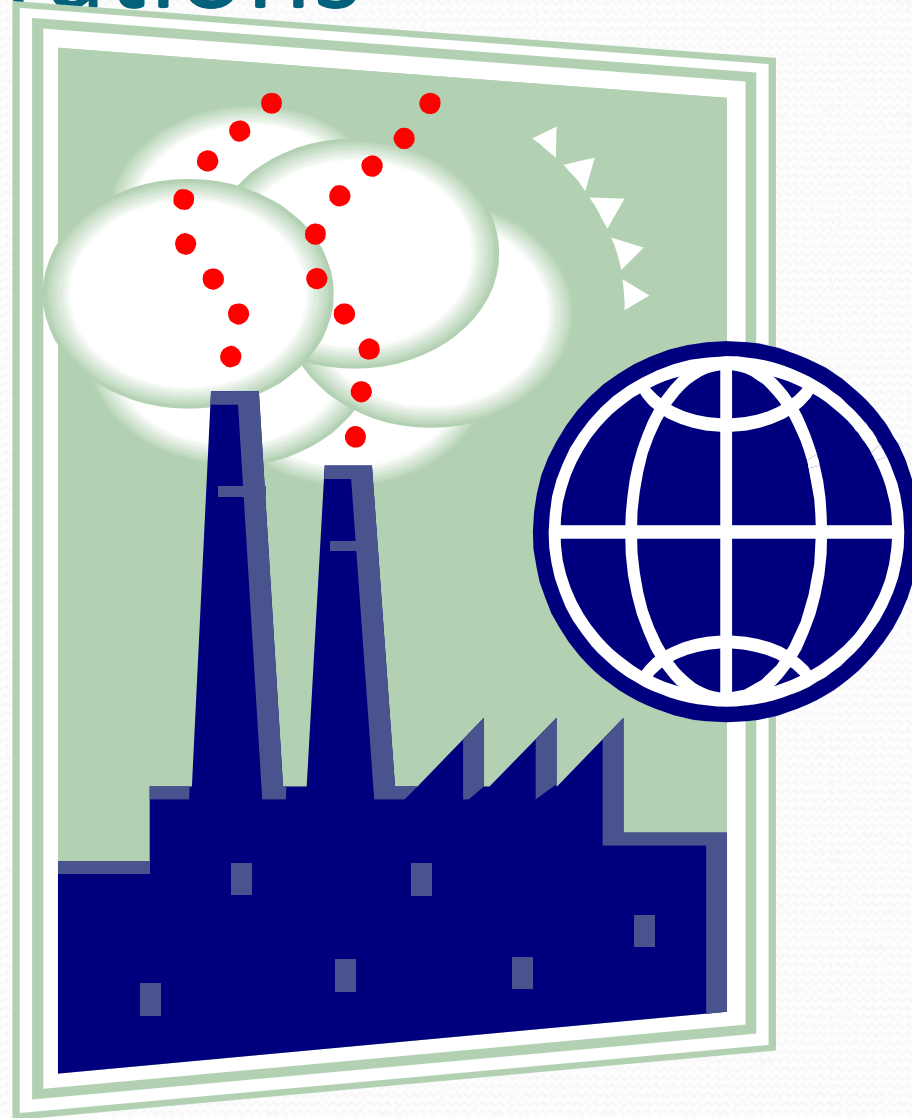
**2024 - 2025
Budget**



LDFA Budget

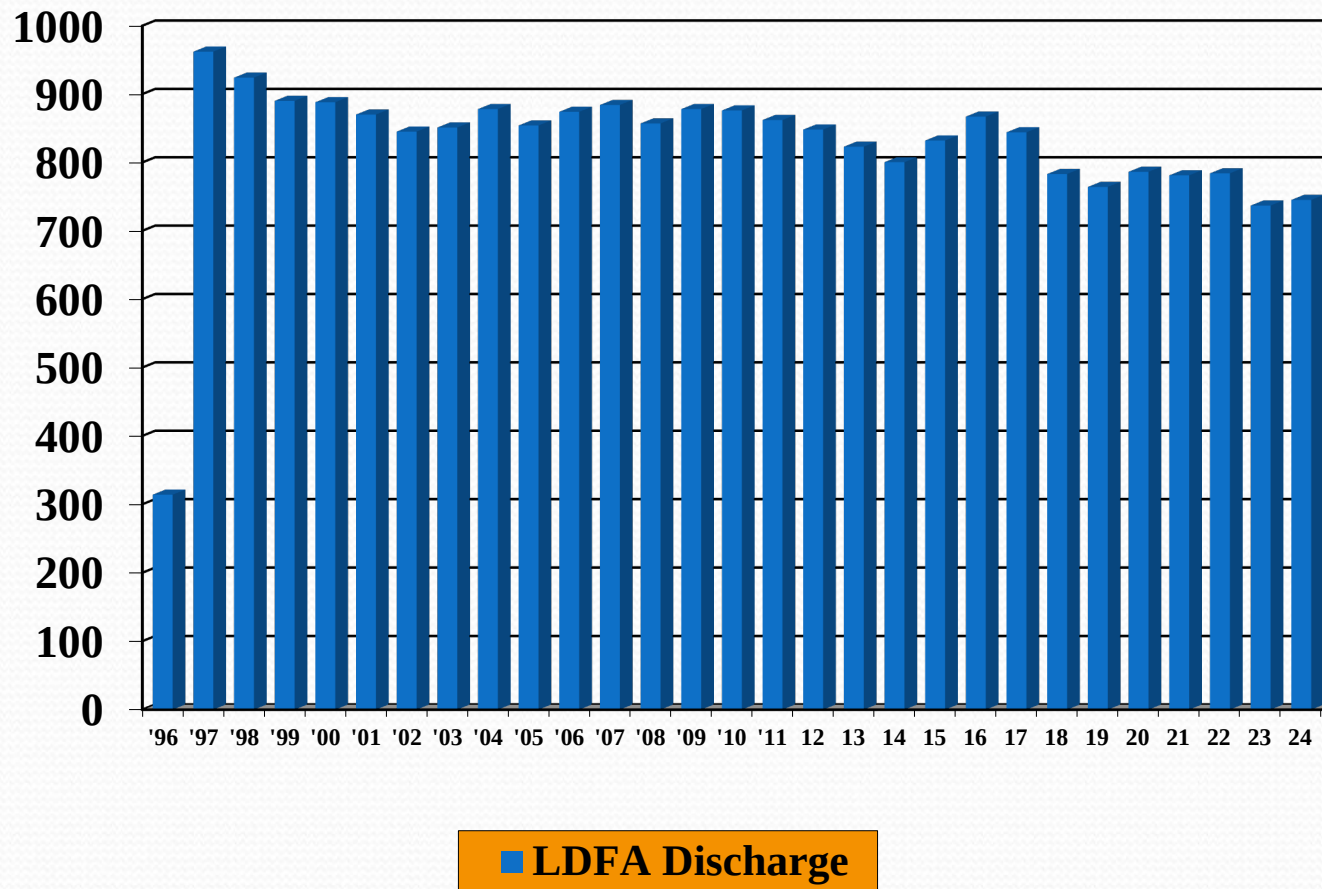
Expenditure	Current 2025
Salaries and Wages	\$21,000
Fringes	\$14,500
Operating Supplies	\$9,000
Chemicals	\$200
Audit	\$600
Legal & Contractual Services	\$15,500
Contracted Lab Cost	\$30,000
Utilities	\$180,000
Carbon	\$0
Repair & Maintenance	\$14,000
Engineering	\$0
Construction	\$0
Totals	\$284,800

LDFA Operations



LDFA Annual Treatment Volumes

Million Gallons / Year





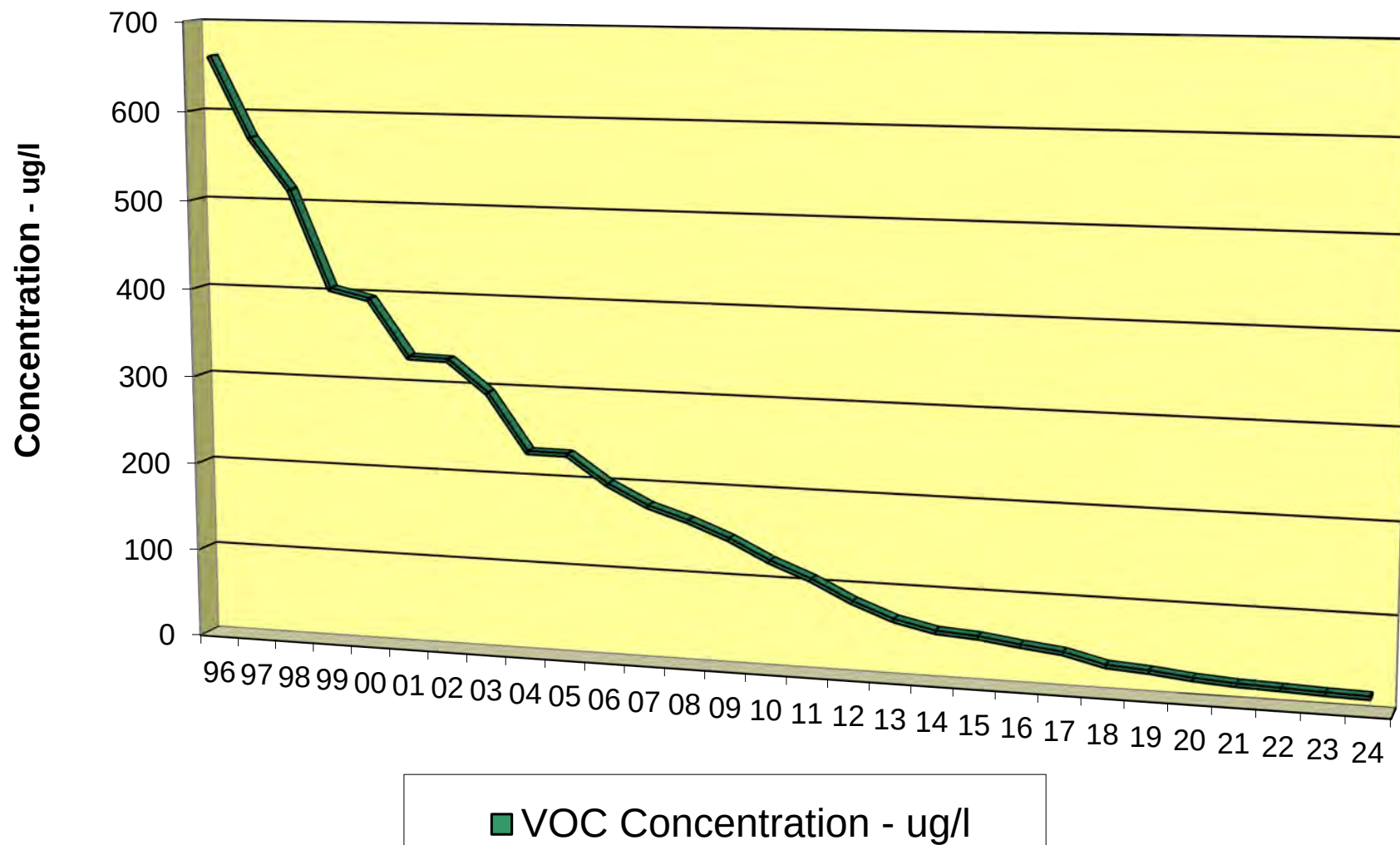
■ VOC Removal

Influent groundwater VOC concentration from 19.2 ug/l to 14.2 ug/l.

Approximately 106.1 lbs. of VOC's removed in 2024.

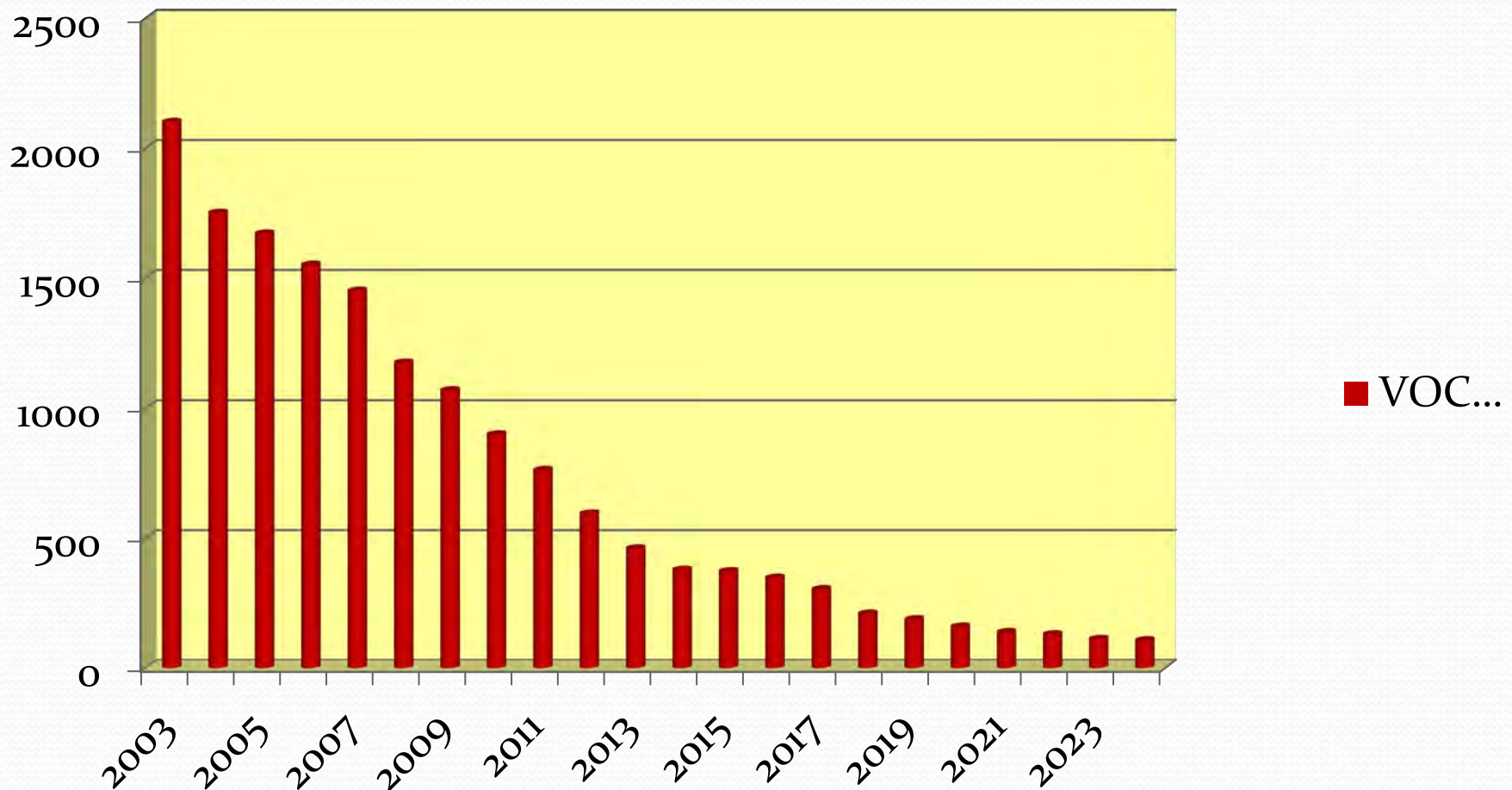
VOC concentration in discharge below detection limit since startup in 1996 with one exception.

LDFA GWTP - Influent VOC Concentration



Total Yearly Removal of VOC's

VOC lbs/year



Comments or Questions?



LOCAL DEVELOPMENT FINANCE AUTHORITY
OF THE CITY OF CADILLAC

BYLAWS

ARTICLE I
BOARD OF DIRECTORS

Section 1. The business and property of the authority shall be managed and directed by the board of directors, the members of which shall serve for four (4) year terms from the date of their respective appointment except as provided for in the ordinance creating the authority.

Section 2. The fiscal year of the authority shall begin on July 1 of each year and end on the next succeeding June 30. The board annually at its first year regular meeting in July shall designate one of its members as chairperson and one of its members as vice chairperson. The officers so elected shall serve a term of one (1) year or any part thereof as may be determined, and until a successor is designated. No term of office created under this section shall extend beyond the term of the member designated.

Section 3. The board may employ and fix the compensation of a Director, subject to the approval of the City Council. The Director shall not be a member of the board. The board may employ and fix the compensation of a secretary and treasurer, who need not be members of the board. The Director, secretary and treasurer shall serve at the pleasure of the board for no definite term of office. The board may retain legal counsel to advise the board in the proper performance of its duties. The legal counsel shall represent the authority in actions brought by or against the authority.

Section 4. The board may exercise all powers provided by Act 281, Public Acts of Michigan, 1986, as amended, or otherwise by law including those bestowed by the ordinance establishing the authority.

Section 5. The board shall have the power to engage and employ such manual, clerical, technical, financial and professional assistants as in its judgment may be necessary and is incidental to carry out the purposes of the authority.

Section 6. The board may adopt an official seal.

Section 7. The board shall cause an annual audit of its business to be made and the result thereof shall be submitted to the City Council.

ARTICLE II
MEETINGS

Section 1. Meetings of the board shall be held in accordance with the provisions of the Michigan Open Meetings Act, being Act 267 of the Public Acts of Michigan, 1976, as amended and shall be held in the City of Cadillac, County of Wexford, Michigan.

Section 2. Regular meetings of the board shall be held at 12:00 o'clock p.m., on the first Monday of each month.

Section 3. Special meetings shall be held whenever called by direction of the chairperson, Director, City Manager of the City of Cadillac, or any two (2) members of the board on two (2) days written notice of the time and place of meeting. A waiver of notice in writing signed by a member entitled to such notice, whether before or after the time of the meeting, shall be deemed equivalent to the giving of such notice.

Section 4. Six (6) members of the board shall constitute a quorum. A majority vote of those present shall be necessary for the transaction of any and all business or the passage of any resolution.

Section 5. At meetings of the board, business shall be transacted in such order as from time to time the board may determine.

ARTICLE III OFFICIALS

Section 1. The chairperson shall preside at meetings of the board and shall do and perform such other duties as may be from time to time assigned by the board. The vice chairperson shall perform the duties of the chairperson in the chairperson's absence and such other duties as shall from time to time be assigned by the board.

Section 2. (1) The Director shall be the chief executive officer of the authority. Before entering upon the duties of the office, the Director shall take and subscribe to the constitutional oath, and furnish bond, by posting a bond in the penal sum determined in the ordinance establishing the authority payable to the authority for use and benefit of the authority, approved by the board, and filed with the municipal clerk. The premium on the bond shall be deemed an operating expense of the authority, payable from funds available to the authority for expenses of operation. Subject to the approval of the board, the Director shall supervise, and be responsible for, the preparation of plans and the performance of the functions of the authority in the manner authorized by law. The Director shall attend the meetings of the board, and shall render to the board and to the City Council a regular report covering the activities and financial condition of the authority. If the Director is absent or disabled, the board may designate a qualified person as Acting Director to perform the duties of the office. Before entering upon the duties of the office, the Acting Director shall take and subscribe to the oath, and furnish bond, as required of the Director. The Director shall furnish the board with information or reports governing the operation of the authority as the board may require from time to time.

(2) The Director annually shall prepare and submit for the approval of the board a budget for the operation of the authority for the ensuing fiscal year. The budget shall be prepared in the manner and contain the information required of municipal departments. Before the budget may be adopted by the board, it shall be approved by the City Council. Funds of the City shall not be included in the budget of the authority except those funds authorized by law and by the City Council.

Section 3. The secretary shall maintain custody of the official seal and of records, books, documents, or other papers of the authority not required to be maintained by the treasurer. The secretary shall attend meetings of the board and keep a record of its proceedings, and shall perform such other duties delegated by the board.

Section 4. The treasurer shall keep the financial records of the authority and, together with the Director, shall approve all vouchers for the expenditure of funds of the authority. The treasurer shall perform such other duties as may be delegated by the board and shall furnish bond in an amount as prescribed by the board.

Section 5. All checks shall be signed by the treasurer and countersigned by either the chairperson or the secretary, except as otherwise provided by the board.

ARTICLE IV BYLAWS

Section 1. The board shall have power to make, alter or amend the bylaws in whole or in part, to be effective upon approval of the City Council. Written copies of the proposed changes shall be delivered to the board prior to submission for approval at the next preceding regular or special meeting of the board.

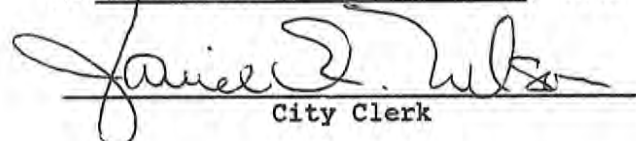
Section 2. These bylaws shall become effective upon approval of the City Council of the City of Cadillac. Until such approval the bylaws shall become temporary bylaws for the authority.

Adopted December 3rd, 1990


Secretary

Approved by the City Council
of the City of Cadillac

on December 17, 1990


City Clerk