



City Council Meeting

June 16, 2025

6:00 p.m.

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



June 16, 2025 City Council Meeting Agenda
6 p.m. at City Hall - 200 N. Lake St. – Cadillac, MI 49601

We are all accountable

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 June 2, 2025
Support Document IV-A

B. Minutes from the closed session held on June 2, 2025

V. COMMUNICATIONS

A. Block Party
Support Document V-A

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- B. Cadillac Area Visitors Bureau Request for KISS Banners
Support Document V-B

VI. APPOINTMENTS

- A. Recommendation regarding reappointment to the Elected Officials Compensation Commission.
Support Document VI-A
- B. Recommendation regarding reappointment to the Cadillac-Wexford Airport Authority.
Support Document VI-B
- C. Recommendation regarding appointment to the Local Development Finance Authority.
Support Document VI-C

VII. CITY MANAGER'S REPORT

- A. Lake Cadillac Circle Tour
Support Document VII-A
- B. Haynes Street Closure
Support Document VII-B
- C. Recommendation regarding Filter Pipe Replacement.
Support Document VII-C
- D. Recommendation regarding Fire Marshal Truck Capital Purchase.
Support Document VII-D
- E. Out-of-State Travel Request
Support Document VII-E

VIII. INTRODUCTION OF ORDINANCES

- A. Adopt resolution to introduce Ordinance to Amend Section 26-104 and Section 26-110 of the Code of Ordinances and set a public hearing for July 21, 2025.
Support Document VIII-A

IX. ADOPTION OF ORDINANCES AND RESOLUTIONS

- A. Adopt Resolution Regarding Former Cooley School Brownfield Plan and set a public hearing for July 21, 2025.
Support Document IX-A
- B. Adopt Resolution Amending General Appropriations Act for Fiscal Year 2025.
Support Document IX-B

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- C. Adopt Resolution regarding a Development and Tax Increment Financing Plan for the Cadillac West Corridor Improvement Area and set a public hearing for July 21, 2025.
Support Document IX-C

X. PUBLIC COMMENTS

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XI. GOOD OF THE ORDER

XII. CLOSED SESSION

Adjourn to closed session pursuant to MCL 15.268(1)(h) to consider confidential written legal opinions, which are exempt from discussion or disclosure by state or federal statute and pursuant to MCL 15.268(1)(a) to consider a periodic personnel evaluation of the city manager at his request.

XIII. ADJOURNMENT

Core Values (R.I.T.E.)

Respect

Integrity

Trust

Excellence

Guiding Behaviors

We support each other in serving our community

We communicate openly, honestly, respectfully, and directly

We are fully present

We are all accountable

We trust and assume goodness in intentions

We are continuous learners

CITY COUNCIL MEETING MINUTES

June 2, 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, Ottjepka, Dietlin, Adams, Homier, Wasson

APPROVAL OF AGENDA

2025-133 Approve agenda as presented.

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

Motion unanimously approved.

PUBLIC COMMENTS

Bill Barnett stated he is appreciative of some things that have happened with the City including moving forward with having the meetings televised again. He suggested that Council consider passing a resolution for a health study and give that to the health department. He discussed the importance of private wells being tested. He asked what the City is doing to obtain state funding. He expressed concerns about the wellheads and asked for information regarding the wellhead protection program.

Brad Marine distributed and discussed a letter written to the Michigan Attorney General requesting an investigation into the LDFA. He expressed concerns about the performance of the City Manager and City Council not holding him accountable.

Mary Galvanek asked for a third-party investigation into the conflicting test results. She expressed concerns about biosolids containing high levels of heavy metals and pharmaceuticals. She discussed the PFAS Resource Fair scheduled from 10:00 am to 2:00 pm on June 27, 2025 at the City Park.

Stephen King expressed concerns about the performance of the City Manager and City Council not holding him accountable.

Paula Meyers stated everyone needs to stick to the facts and hold people accountable.

Pamela Marine discussed DPW helping with erosion on the lakeshore. She noted they installed a road end, non-exclusive dock that people in the neighborhood are enjoying. She stated the City has provided mixed messages regarding the dock ordinance.

Carla Moore stated she spoke to several friends and neighbors and wanted to share their feedback. She noted people know there is no blanket solution to PFAS contamination, but they want things to move faster. She stated several people were in disagreement about any renegotiation of employment contract, performance reviews or pay increases.

Andy VanAlst discussed issues he encountered after he installed a dock last year and noted there seems to be confusion about docks being permitted at road ends. He expressed concerns about enforcement.

Martin Dubravec expressed concerns about trust and accountability. He suggested we may need a fresh start regarding some of the personnel including the City Manager.

Rick Torres stated people are asking for transparency and accountability and for Council to do what is best for the residents.

PFAS UPDATE

Jeff Dietlin, Director of Utilities, stated we are still at 48 tests that have been completed. He noted we are developing door hangers to ask people to set up a time to have their wells tested for PFAS. He stated we received the results of the resampled tests and there was nothing really surprising in the results.

Mayor Schippers asked what he meant by nothing surprising.

Dietlin noted there was some PFAS hits but very low numbers and most of them were non-detect. He stated regarding what Mary Galvanek suggested about third party testing, there was some disparity between the Cyclopure test and the state test. He noted he does believe the two parties should get together and get a third party involved in the testing.

Dietlin stated all of the houses in the LDFA area have been hooked up to City water and pulling their wells will be our next step.

Dietlin noted we produce Class A Exceptional Quality biosolids. He stated we test four times per year for PFAS and have stringent limits for metals.

Mayor Schippers asked if we should be concerned about the issue of pharmaceuticals and other chemicals in the biosolids.

Dietlin noted we can review the current regulations.

Peccia noted with leadership from the LDFA members including Matt Schichtel, Brian Warner and himself along with Art Stevens and Jeff Dietlin we have submitted proposals to the state and federal governments to try to get outside funding.

Elenbaas stated he was happy in the Up North Live meeting to see Ms. Galvanek and Ms. Giftos say they were willing to work with the City. He noted he hopes the City intends to work with the Advocates for Clean Water as a team.

French stated from what she has seen in emails is that Jeff Dietlin is in regular communication with Susan Giftos regarding test results. She noted as that collaboration continues and the data sharing happens she believes that is the most we can do at this point.

Dietlin noted we did send our data to the Advocates for Clean Water.

Elenbaas stated he thinks it is vital we work together.

CONSENT AGENDA

2025-134 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 Authorize Transfer of Real Property (Property on Maple Street).

Peccia noted Jerry Adams who is our former Community Development Director has been assisting us as we are going through the process of bringing on a new Director.

Jerry Adams noted there is a 3.5 feet by 100 feet strip of property situated between 607 and 611 Maple Street. He stated it is his understanding that in 2011 it was deeded to the City as the result of a tax foreclosure and we are not certain how this parcel was created. He noted when a lot of these subdivisions in the older part of the City were surveyed back in the 1800s and early 1900s the surveys were done manually with tapes and chains. He stated with the more electronic, sophisticated surveying equipment that we now have we periodically find that there are some discrepancies. He noted this may have been the reason for the creation of this parcel.

Adams stated this area is zoned R-3 which is one family residential. He noted the minimum lot width in this particular district is 50 feet. He stated 607 Maple Street has a width of 45 feet so it doesn't meet the minimum criteria. He noted 611 Maple Street has a lot that is 50 feet wide. He stated we are recommending the sale of this strip of property to 607 Maple Street which still won't make it 50 feet wide but it would bring it closer to the underlying zone district standards. He noted according to aerial photos it also appears that a portion of the curb cut off Maple Street into 607 and a portion of their driveway actually lies under this strip so that is another reason we are recommending that this strip of property be sold to 607 Maple Street in the amount of one dollar. He stated we contacted the owner of 611 Maple Street and they have no interest in the property.

Mayor Schippers opened the public hearing.

Mary Galvanek expressed support and requested the price be lowered to one penny.

Mayor Schippers closed the public hearing.

2025-135 Adopt Ordinance 2025-08.

Motion was made by Elenbaas and supported by Hopkins to approve the resolution to adopt Ordinance to Authorize Transfer of Real Property (Property on Maple Street).

Motion unanimously approved.

B. Public hearing to consider adoption of Ordinance Amending the City Zoning Ordinance Regarding Variations in R-PUD Designs.

Adams noted about a year ago the residential plan unit development regulations were amended to allow the Planning Commission, as well as individuals who wanted to develop a piece of property, to consider some deviations from the required underlying zone district standards i.e. reduce building setbacks and lot size. He stated in some cases we have parcels in the City that aren't conducive to the underlying zone district standards, but we do have opportunities for developers and the public to see projects that have a real public benefit. He noted in order to gain that public benefit we would like to have an opportunity to allow some deviation from those underlying zone district standards.

Adams stated Council reviewed this about a year ago and approved it with a sunset clause which was set to end in April 2025. He noted all this is doing is extending it for another year. He stated we are in the process of updating the full ordinance and this will be covered in that full ordinance so Council will have another opportunity to discuss it. He noted the recommendation is to approve an extension to April 1, 2026 to allow the Planning Commission to consider slight or various deviations from the normal underlying zone district standards.

Mayor Schippers opened the public hearing.

There were no public comments.

Mayor Schippers closed the public hearing.

2025-136 Adopt Ordinance 2025-09.

Motion was made by Elenbaas and supported by Engels to approve the resolution to adopt Ordinance Amending the City Zoning Ordinance Regarding Variations in R-PUD Designs.

Motion unanimously approved.

FOIA APPEAL

A. FOIA Appeal received from Ms. Brianna Hall.

Peccia noted we have a FOIA Appeal regarding requests for documentation from Ms. Brianna Hall. He stated as it has been customary in the past, the appellant has an opportunity to provide comments followed by comments by the City Attorney and then discussion by

City Council. He stated this is regarding documents pertaining to the Cadillac Area Public Schools Fiber Project and documents that we don't have.

Ms. Brianna Hall, the appellant, was not in attendance.

City Attorney Homier noted the City received a FOIA request and responded to that request. He stated specifically there were five categories of documents requested which included permits, dig tickets, excavation authorizations, identification of contractor, subcontractor, third-party entities. He noted then there were items (#3 through #5) which were regarding communications, emails, or documentation authorizing or referencing said work including communications between the City of Cadillac, any school district, or third-party utilities, a map or record of any public right-of-way or utility easements affecting Ms. Hall's property or the immediate vicinity, and records of any notifications that were to be sent to nearby property owners prior to commencement of the work.

Homier noted the City responded timely to that FOIA request by granting #1 and #2. He stated with respect to #3, #4 and #5 each department of the City searched its records and did not find any records that fell within the category of the request. He noted the City granted the request for #1 and #2 and denied #3, #4 and #5 because those records do not exist. He stated there was an appeal filed by Ms. Hall who believes that records must exist but the City has searched its files and has not located any documents that are responsive to the request. He noted the City does not have an obligation to create or produce documents that are not in its possession.

French stated the project was being conducted by the Cadillac Public Schools. She asked if the project was running next to Ms. Hall's property.

Peccia stated it was running within the public right-of-way.

Mayor Schippers noted the project has been completed.

2025-137 Deny FOIA Appeal.

Motion was made by Hopkins and supported by Elenbaas to deny #3, #4 and #5 of the FOIA request.

Motion unanimously approved.

COMMUNICATIONS

A. Army Band

2025-138 Approve street closure for Army Band Concert.

Motion was made by Elenbaas and supported by French to approve the closure of Lake St. between Harris St. and Cass St. from noon to 4:00 pm on June 7, 2025 for the Army Band concert.

Motion unanimously approved.

B. Cherry Grove Church of the Nazarene

2025-139 Approve street closure for Cherry Grove Church of the Nazarene.

Motion was made by Elenbaas and supported by Hopkins to approve the closure of Lake St. between Harris St. and Cass St. from 8:00 am to 3:00 pm on July 20, 2025 for the Cherry Grove Church of the Nazarene.

Motion unanimously approved.

C. Cadillac Festival of the Arts

2025-140 Approve requests for the Cadillac Festival of the Arts.

Motion was made by Elenbaas and supported by French to approve the display of a banner, street and parking lot closures and the serving of alcoholic beverages for the Cadillac Festival of the Arts as presented.

Motion unanimously approved.

D. Cadillac Farmers Market

2025-141 Approve street closure for Cadillac Farmers Market.

Motion was made by Hopkins and supported by French to approve the closure of Lake St. between Harris St. and Cass St. from 9:00 am to 3:00 pm on June 27, 2025 for the Cadillac Farmers Market PFAS Resource Fair/Water Event.

Motion unanimously approved.

CITY MANAGER'S REPORT

A. Discussion regarding the Local Development Finance Authority (LDFA).

Peccia noted at the last meeting there was a request to have the LDFA as an agenda item for some discussion. He stated the public packet includes a report from the LDFA Board Meeting held on March 12, 2025 and the LDFA Bylaws.

Dietlin noted the LDFA has a meeting scheduled for June 5, 2025 to start discussing changes to the bylaws that they want to bring forward to the City Council.

Peccia noted one of those changes is that the bylaws state the meetings are to be held at noon on the first Monday of the month. He stated the conversation has been to look at changing the language similar to what the City Charter says for City Council which is they will meet once a month. The LDFA will then publish a meeting schedule at the beginning of the year.

Mayor Schippers noted she is aware there were issues with having specific numbers stated for a quorum. She stated according to the Open Meetings Act (OMA), a quorum is a majority of the seated members. She noted she hopes they address that because sometimes all the seats aren't filled.

Peccia noted the number of members itself is a bit odd because it states 10 which is an even number. He stated we have to review whether we can change the number or was it set statutorily.

Engels noted one of the things that came up was that the members of the LDFA and the City Manager did not have a copy of the bylaws in the past. He stated the bylaws and the minutes are now posted online and the members have a copy of the bylaws. He asked what steps are we taking to make sure that this isn't happening with any of the other boards or commissions.

Peccia stated the staff person that is the direct liaison for a particular board or commission meets with a newly appointed person to bring them up to speed and provide them with all the documentation they need to get going. He noted it's definitely a learn on the fly process and he believes we can do better moving forward especially regarding the boards or commissions that may not meet as frequently.

Engels stated without a formalization of the process you could see the same type of thing happen where a member of a board or commission doesn't know the things they need to know including informing them about the Open Meetings Act. He noted some information needs to be specialized but there can also be a broader packet of information provided to anybody who is appointed to serve on a board or commission. He stated the formalization of that process would go a long way towards making sure that mistake doesn't happen again.

Engels stated he knows from watching the LDFA meetings that we are trying to track down and post all of the old minutes from past meetings but some of them may have been lost. He asked if the process of recovering those minutes and posting them is ongoing or have we found all there is to be found.

Peccia stated it is his understanding that we have found everything that we have and it's just a matter of getting them on the website. He noted we have updated the archives to include all of the different boards and commissions sections but not all of the related information has been posted and we are working on getting it updated.

Engels stated someone had submitted a FOIA request for the public notices for the LDFA meetings to see if the meetings that were held were properly noticed. He noted they were trying to match the minutes with the number of meetings and the dates. He asked if the LDFA meeting notices are published in the paper and do we save the notices posted on the doors. He asked what is the specific process used to alert the public of LDFA meetings and are public notices retained.

Peccia stated the LDFA, similar to some other boards and commissions, currently meet under the OMA as a special meeting which requires the meeting notice to be posted on the website as well as on the doors. He noted he doesn't believe we are required to send the notices to the newspaper. He stated we are archiving agendas and minutes but meeting notices are not required to be archived.

Peccia explained that if a meeting was scheduled and noticed but there wasn't a quorum then there wouldn't have been a meeting so there would not have been minutes created or an official log stating the meeting did not occur.

Mayor Schippers asked if we don't hold a meeting due to a lack of quorum is the agenda is still archived.

Peccia stated we typically don't delete agendas.

Mayor Schippers stated minutes are available for any meeting that was held.

Engels asked if there are instances where public bodies meet without a quorum in an official setting but they don't deliberate.

Peccia noted about a week ago there was an LDFA meeting that was scheduled and noticed. He stated one of the items on the agenda was an official informational session which is required. He noted it is his understanding that not enough members of the board could attend and legal confirmed that they could still host that informational session without a quorum. He stated the informational session is designed for staff to provide general information to the public but there were no deliberations and no actions taken.

Engels noted the LDFA Bylaws state they were supposed to meet once a month but that wasn't happening and we don't quite know how long that occurred. He asked the City Manager if he knew how long that has been happening or how many meetings did they have since he has been part of that board.

Peccia noted he doesn't know exactly how long that has been happening but he does know that before his time here they have not been meeting at noon on Mondays. He stated when he came here the meetings were taking place at 7:00 or 7:30 in the morning because that was the best time for the members. He noted going back to the early 2000s, maybe even the late 90s they were not meeting per their bylaws. He stated it has been a long-term practice that the board met when they could. He noted that now everyone is aware of the bylaws and are looking at making improvements to them that are workable with the contemporary board they have today.

Mayor Schippers noted the board can adjust its bylaws.

Peccia noted it does require approval of the City Council.

Engels noted the bylaws state 6 members are required for a quorum, but it wasn't followed because no one had the bylaws. He asked if the interpretation at the time was just like for all of the other boards that if a majority was present then they move forward with the decision-making process.

Peccia stated if a majority of those that were appointed were in attendance, then it was considered a quorum.

City Attorney Homier stated under the LDFA, bylaws are not actually required. He noted the statute states that the LDFA shall adopt rules governing the procedures of its meetings and those have to be approved by City Council. He stated there is a difference in the wording between what constitutes a quorum (6 members) under the bylaws versus vacancies in those positions. He noted he knows the LDFA had a number of vacancies for many years. He stated the Open Meetings Act refers to it differently as a quorum being those who are appointed and serving in that position. He noted so if there are vacancies it would not hamstring the public body from continuing to meet and make decisions with respect to whatever they're charged with doing. He stated he believes that is one of the issues the LDFA will consider in terms of making those amendments.

Homier stated even though the LDFA statute was recodified in 2018, it still has some challenges because of its age. He noted that Council will likely see revised bylaws trying to reconcile that language with the language of the OMA so there is no dispute about how many members must be present for a quorum. He stated if you have a properly noticed meeting without a quorum of the membership you can still meet and discuss but you just can't make any decisions.

Engels noted he wanted to discuss the history of PFAS in our newspaper. He stated in 2018 PFAS was found in the Haring Township water supply. He noted in 2019, the Cadillac News published an article about the injection well. He stated we were treating that leachate and the article talked about the treated water going into the Clam River. He noted the article states leachate was coming to us at 120 ppt of PFOS and 590 ppt of PFOA and we reduced that to 7 and 20 ppt and that was below the action level.

Engels stated some people have said that we were trying to keep it a secret. He noted there's no coverup of PFAS in the area. He stated in 2018 it was at Baker College, later at the CTC and the effluent going into the Clam River. He noted it's not a secret that our drinking water wells were vulnerable, and the City put in a second wellfield location. He stated we spent a lot of money to do that for the same reason that the EPA stated in their 2010 report where they recommended that we require all current and future residents to connect to the municipal water supply and abandon all private wells. He noted at the same time the wells were testing clean for known contaminants. He stated the reason they said that was for the same reason we put in a second wellfield which was because the plumes of contaminants were unpredictable and certain things were unknowable.

Engels noted those federal reports from 2010, 2015 and 2020 that made those recommendations were also not a secret. He stated they were from the EPA and have been available online. He noted the public information that came out in 2018 and 2019 was so unalarming at the time that Haring Township never even bothered to filter the PFAS out of the drinking water. He stated in 2022 the Cadillac News published another article that stated Audrey Wood was at a Haring Township meeting asking what was being done to manage PFAS levels in the township's water. He noted again that the article mentioned that the levels were below actionable levels.

Engels stated between 2018 and 2022 and even after that he went to restaurants in Haring Township and the water didn't taste good. He noted he didn't know there was PFAS in it. He

stated why that PFAS was still in the water more than 3 ½ years later is because, as the article stated, the most recent sample determined that PFAS numbers were below the action level.

Engels noted he wanted to focus on the allegation that the public wasn't informed in the City and in the area because the LDFA didn't report that we were testing it in the wells because the positive tests that came from the wells in 2021 and 2022 were, again, below actionable levels just like the Haring Township tests and the just like the effluent.

Engels stated he appreciates all the oversight that citizens provide for local government. He noted we have a local newspaper, one of the last locally owned and operated newspapers in the State of Michigan. He stated citizens are an equally important part of this process and they can't participate in the process if you don't treat minutes like they are important. He noted you don't know how, why, and even when minutes are going to be important because you don't understand until sometimes years later what decision-making somebody's looking back on, what decision they are trying to understand and what they are trying to find out and prepare themselves for.

Engels stated we need to ensure that the boards and commissions are operating in an informed setting, that the members have information, that bylaws are posted online, and minutes are available. He noted carrying the LDFA meetings on YouTube and putting the Council meetings back on Spectrum is how you help ensure that these mistakes don't happen again. He added that is how you increase transparency and enhance the ability for citizens to provide oversight. He noted he thinks we have made a lot of positive steps that are going to point us towards solutions to improve transparency and improve the process.

PUBLIC COMMENTS

Stephen King expressed concerns about the performance of the City Manager.

Paula Meyers thanked Robert Engels for doing his due diligence. She stated it allowed her to make sense of part of what is going on.

Brad Marine noted the LDFA adopted bylaws and they should have been followed. He expressed concerns about the performance of the City Manager.

Mary Galvanek expressed concerns about people in the area not being informed about PFAS and about the performance of the City Manager.

Andy VanAlst stated people are looking for enforcement and a resolution to the PFAS issue.

Rick Torres expressed concerns about accountability and transparency.

Pamela Marine noted Council Members need to do their research and be competent on the topics.

Pat Ponczek stated we should be kind and pleasant but she would rather see competence.

Linda Durant stated everyone has to work together and animosity is not going to help.

GOOD OF THE ORDER

Elenbaas asked Jerry Adams to provide an update regarding road end docks.

Adams stated Council Member Elenbaas came to him last week about this matter, so he has been doing some research on it. He noted docks at public road ends are regulated by Michigan Public Act 56 of the Public Acts of 2012. He stated, with some exception, docks at public road ends are not permitted unless they are authorized by City Council. He noted the exceptions, for example, in certain subdivisions you may have docks that are there by recorded deed, easement, dedication and in some cases perhaps the courts have ordered a dock. He stated under the law unless Council approves them, they are not permitted. He noted if a dock is permitted at a public road end that dock is available to the public at large. He stated he spoke to EGLE and essentially, they are not involved in the approval, review, and permitting of seasonal docks provided there aren't any shoreline or water-related modification, provided there's not an impact on the navigable area of the water, et cetera.

Adams noted staff is reviewing the current City dock regulations and we will be putting forth our findings and presenting to Council our thoughts on whether to stay with what we have or recommend modifications. He stated he doesn't think this process will take very long.

Dietlin stated it sounded like former Council Member King was indicating that Pete and Precia held monthly meetings of the LDFA. He noted they did not so if they had the bylaws that part was not being followed. He stated in 1997 before he became Director there were not monthly meetings and when he became Director in 2008 there were not monthly meetings.

Dietlin noted the wells that Cyclopure and the State are retesting are not in the City.

Mayor Schippers noted Friday, June 13th will be the Cadillac Mayor's Youth Council movie in the park, The Sandlot. She stated the movie is being sponsored by DTE Energy. She encouraged everyone to attend. She requested that DPW be reminded to turn off the sprinklers.

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.

Mayor Schippers stated we have a letter from the City Manager requesting a closed session for his review. She noted prior to the executive feedback discussion we are going to go into closed session to have a discussion for the annual performance review of the City Manager. She stated all Council Members were provided a template for executive feedback areas of discussion. She noted using that template, Council will meet privately in closed session to discuss the Manager's performance for the previous year. She stated after the Council discussion, the City Manager will be invited into the room for further discussion. She noted based upon the discussion and feedback by Council and the Manager, she will prepare a written evaluation to be shared publicly and placed into the executive's personnel file within two weeks of this meeting. She stated during this time there will be no discussion or decision

regarding contract or salary/benefit changes. She noted none of that will be part of the evaluation process because we are decoupling those things.

2025-142 Adjourn to closed session.

Motion was made by Engels and supported by Elenbaas to adjourn to closed session pursuant to MCL 15.268(1)(a) to consider a periodic personnel evaluation of the city manager at his request.

Motion unanimously approved.

2025-143 Return to open session.

Motion was made by Engels and supported by Elenbaas to return to open session.

ADJOURNMENT

Respectfully submitted,

Tiyi Schippers, Mayor

Sandra Wasson, City Clerk



200 N Lake Street
Cadillac, MI 49601
Phone 231-775-0181

RECEIVED
JUN 11 2025

REQUEST FOR BLOCK PARTY

Person/Group requesting block party Seneca place neighbors

Street Requested for block party Seneca pl

Close Street Between (cross st) North Blvd and
(cross street) Mohawk

Date of Requested Use Saturday, July 12, 2025

Start Time 3:00 pm End Time 10:00 pm

Contact Person Kristen Ruppel

Address [REDACTED]

Phone # [REDACTED]

*Please draw area to be blocked off or supply map

Date Submitted 6/11/25

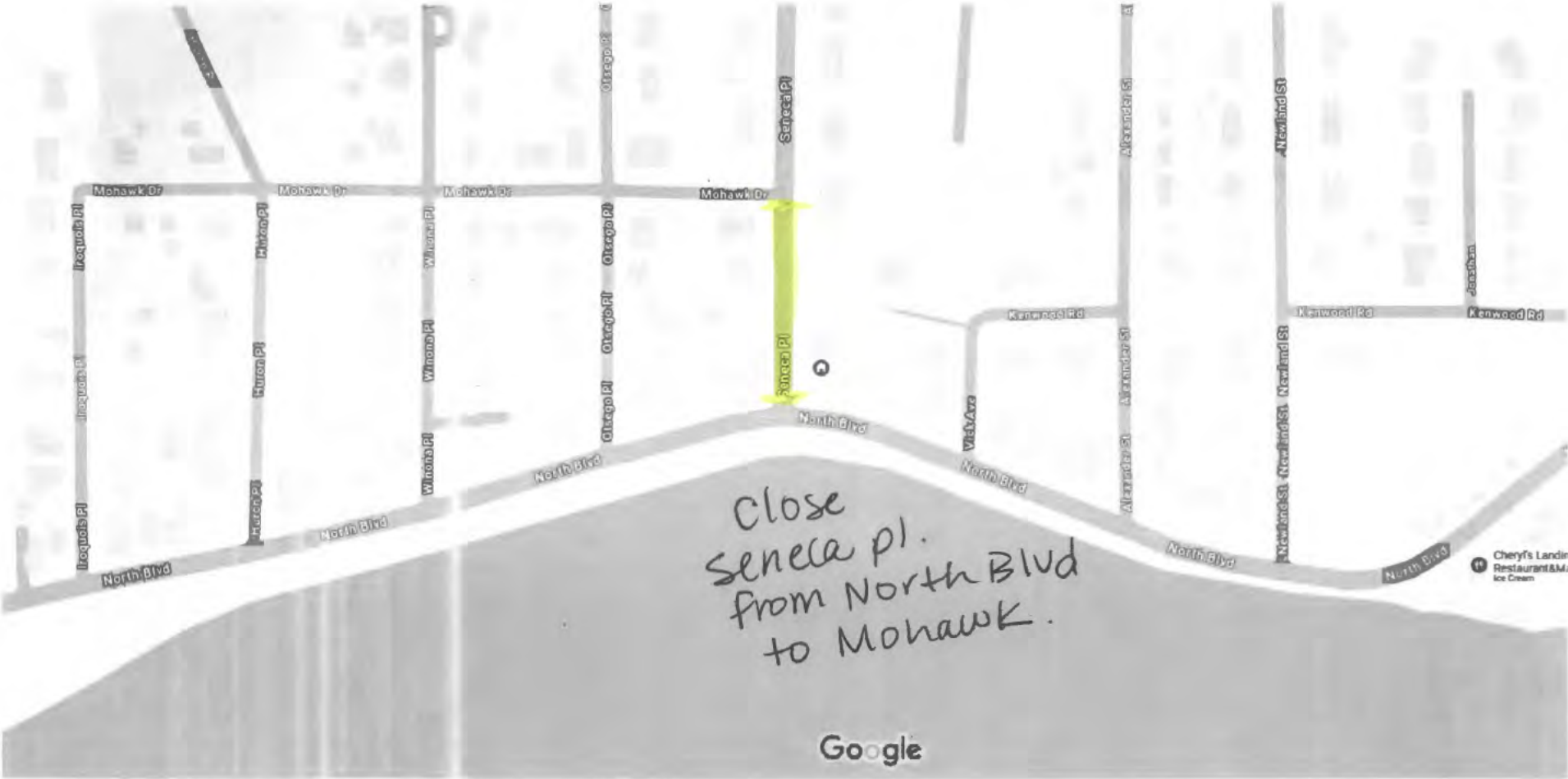
Signature Kristen Ruppel

Approval: Coordinator's Office/Date _____

City Manager/Date _____

Public Works/Date _____

Google Maps



June 16, 2025

Council Communication

Re: Cadillac Area Visitors Bureau Request for KISS Banners

The Cadillac Area Visitors Bureau (CAVB) has submitted a proposal to display twenty-seven (27) KISS-themed banners throughout the downtown area in recognition of the upcoming 50th Anniversary Celebration of the KISS visit to Cadillac. The celebration is scheduled to take place October 9–12, 2025.

The proposed banners will be installed on the already existing light poles currently used for seasonal or social banners. The plan is to temporarily replace the current social banners with the KISS-themed designs throughout the summer leading up to the KISS celebration.

At the recent Downtown Development Authority meeting, held on Wednesday, May 28th, 2025, the Downtown Development Authority reviewed the proposal and voted in support. The Authority recommends that City Council approve the proposed banner designs and placement throughout the downtown.

The Cadillac Area Visitors Bureau is committed to purchasing the banners. Installation and removal will be carried out by the Department of Public Works (DPW) staff. Attached to this communication is the proposal provided by CAVB which includes the banner design concepts.

Recommended Action:

City Council is being asked to consider approving the Cadillac Area Visitors Bureau's request to allow for the KISS-themed banners to be displayed on the existing poles downtown from June 17 through October 17, 2025.

Cadillac Area Visitors Bureau Banner Request - June 2025

We are proposing six sets of the 30x60 gateway banners, which would be located on Mitchell Street near Speedway, Another Vape Shop, True North Shell, Larkin Lawn & Garden, Cass and Shelby. With four sets and six locations, two of the designs will be repeated. For the single banners at the corner of Cass & Mitchell near the lofts we will also choose three of these as individually placed banners as well for a total of 15 of the 30x60 banners.

We also have the smaller 18x36 banners which would be six sets of doubles interspersed throughout the existing downtown banners for a total of 12 of the 18x36 banners.

All production costs for these banners will be paid for by the Visitors Bureau.



June 16, 2025

COUNCIL COMMUNICATION

Re: Reappointment of Dan Alto for a Five-Year Term on the Elected Officials Compensation Commission

Dan has expressed interest in continuing to serve on the Elected Officials Compensation Commission for a five-year term.

Requested Council Action:

Motion to reappoint Dan Alto to a five-year term on the Elected Officials Compensation Commission, which will end on 6/16/2030.

June 16, 2025

COUNCIL COMMUNICATION

Re: Reappointment of Jennifer Smeltzer to a Two-Year Term on the Cadillac-Wexford Airport Authority

Jennifer Smeltzer has expressed interest in continuing to serve on the Cadillac-Wexford Airport Authority for a two-year term.

Requested Council Action:

Motion to reappoint Jennifer Smeltzer to a two-year term on the Cadillac-Wexford Airport Authority which will expire on 06/16/2027.

June 16, 2025

Council Communication

Re: Recommendation Regarding Appointment to the Local Development Finance Authority

Upon review of the two applications received for the current vacancy, and consultation with the Mayor, it is recommended that David Johnson be appointed to the Local Development Finance Authority. A copy of both applications received are included for reference.

Recommended Action

Appoint David Johnson to the Local Development Finance Authority for a 4-year term to expire on June 16, 2029.



Application for Appointment to Standing and Special Committees, Boards & Commissions

The information provided on this form is for the use of the Cadillac City Council in its deliberation to fill vacancies on standing and special committees, boards and commissions. Applications may be submitted at any time and will be kept on file for a period of one (1) year. In most cases, you must be a resident of the City of Cadillac to serve on its committees, boards and commissions. Exceptions include the DDA, CBOA, LDFA, Clam River Greenway Committee and Brownfield Redevelopment Authority. Applicants may be required to interview with the City Manager for appointment consideration.

To which committee, board or commission are you seeking appointment? Please check all that apply.

- | | |
|--|---|
| ☐ Airport Authority | ☐ Economic Development Corporation |
| ☐ Board of Review | ☐ Elected Officials Compensation Commission |
| ☐ Brownfield Redevelopment Authority | ☐ Election Commission |
| ☐ Cadillac Area Council for the Arts | ☐ Housing Commission |
| ☐ Cadillac-Wexford Transit Authority | ☒ Local Development Finance Authority |
| ☐ Cadillac West Corridor Improvement Authority | ☐ Planning Commission |
| ☐ Cemetery Board | ☐ Retirement Board to Administer Act 345 |
| ☐ Civil Service Commission | ☐ Zoning Board of Appeals |
| ☐ Clam River Greenway Committee | ☐ Construction Board of Appeals |
| ☐ Historic Districts Commission | ☐ City of Cadillac/Clam Lake Joint Planning Commission |
| ☐ Diggins Hill Tennis Court Fundraising Committee | |
| ☐ Downtown Development Authority | ☐ Other _____ |

Please print or type:

Name

DAVID Johnson

Address

Telephone: Home

business/cell

E-mail

Available for appointment

01 Jun 25

Please complete the following. You may use additional sheets as needed.

Community Service

List boards, commissions, committees or community service organizations that you are currently serving or have served upon, offices held, and in what municipality or county.

Relay For Life - CAPTAIN
Masonic Lodge -
American Legion - Past Commander
Several Community Causes and Actions
as the Director of AKWEL

Employment and Education

List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained.

AKWEL CADILLAC - MI -
Plant General Manager -
Ops Manager
Michigan Rubber

Have you ever worked for the City of Cadillac? ☐ Yes ☒ No
If yes, please list dates and names of departments.

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

AFTER Moving Back to Cadillac Recently
and Taking over AKWEL, I have a vested
interest in our city. I would like to
be INVOLVED.

Personal

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest? ☐ Yes ☒ No

If yes, please indicate potential conflicts.

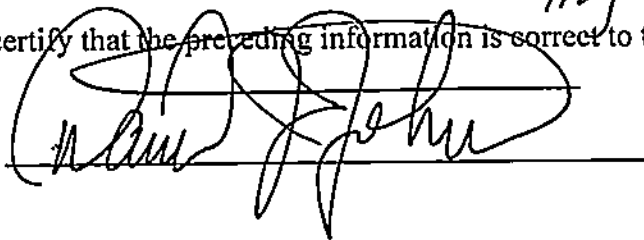
Are you aware of the time commitment necessary to serve on the committee, board and/or commission to which you seek appointment, and will you have such time? ☒ Yes ☐ No

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

I have Developed AND Ran Several Multi-Million Dollar Budgets- My Interests include Being part of this AND Doing Some good in my City-

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

Signature



Date

01 June 25

You are invited to attach additional pages, enclose a copy of your résumé or submit supplemental information that you feel may assist in the evaluation of your application.

Mail or return your completed application to:

Marcus Peccia, City Manager
City of Cadillac
200 N. Lake St.
Cadillac MI 49601

Thank you for giving us the opportunity to consider you for appointment.



Application for Appointment to Standing and Special Committees, Boards & Commissions

The information provided on this form is for the use of the Cadillac City Council in its deliberation to fill vacancies on standing and special committees, boards and commissions. Applications may be submitted at any time and will be kept on file for a period of one (1) year. In most cases, you must be a resident of the City of Cadillac to serve on its committees, boards and commissions. Exceptions include the DDA, CBOA, LDFA, Clam River Greenway Committee and Brownfield Redevelopment Authority. Applicants may be required to interview with the City Manager for appointment consideration.

To which committee, board or commission are you seeking appointment? Please check all that apply.

- | | |
|--|---|
| ☐ Airport Authority | ☐ Economic Development Corporation |
| ☐ Board of Review | ☐ Elected Officials Compensation Commission |
| ☐ Brownfield Redevelopment Authority | ☐ Election Commission |
| ☐ Cadillac Area Council for the Arts | ☐ Housing Commission |
| ☐ Cadillac-Wexford Transit Authority | ☒ Local Development Finance Authority |
| ☐ Cadillac West Corridor Improvement Authority | ☐ Planning Commission |
| ☐ Cemetery Board | ☐ Retirement Board to Administer Act 345 |
| ☐ Civil Service Commission | ☐ Zoning Board of Appeals |
| ☐ Clam River Greenway Committee | ☐ Construction Board of Appeals |
| ☐ Historic Districts Commission | ☐ City of Cadillac/Clam Lake Joint Planning Commission |
| ☐ Diggins Hill Tennis Court Fundraising Committee | |
| ☐ Downtown Development Authority | ☐ Other _____ |

Please print or type:

Name BRAD MARINE

Address _____

Telephone: Home _____

Business/cell _____

E-mail _____

Date available for appointment _____

19 March 2025

Please complete the following. You may use additional sheets as needed.

Community Service

List boards, commissions, committees or community service organizations that you are currently serving or have served upon, offices held, and in what municipality or county.

See Attached

Employment and Education

List any employment experience or education that, in your opinion, best qualifies you for this appointment. List job titles, duties (current and past), level of education and any certificates or degrees you have obtained.

See Attached

Have you ever worked for the City of Cadillac? ☐ Yes ☒ No
If yes, please list dates and names of departments.

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

It is A civic Responsibility. Public participation
is key to transparency.

Previous Work Experience

Regional Director, State of Kentucky, Department of Juvenile Justice

Responsible for the overall operations of 6 Juvenile Justice facilities that employed over 300 staff.

- Ensured all policies, procedures and directives were implemented to the highest standard.
- Supervised operating budget of 18 million dollars.
- Supervised facility audits to verify implementation and accuracy of State and Federally mandated compliance protocols.
- Conducted monthly facility Superintendent training.
- Established and monitored key business metrics.
- Facilitated the development of actionable and targeted change management plans.

Senior Non-Commissioned Officer, MI ARNG and KY ARNG

- First Sergeant responsible for 150 enlisted soldiers serving in the Main Command Post Operational Detachment for the 101st Airborne Division Command.
- Platoon Sergeant planned, supervised and led soldiers in 50+ combat missions in Afghanistan resulting in no loss of personnel or equipment.
- Instructor evaluating organizational/unit effectiveness in the application and delivery of Army training curriculum for advanced, intermediate and basic level leadership and combat arms courses.
- Senior Non-Commissioned Officer (NCO) Liaison for Training (Latvian NCO Academy) oversaw development of leadership/soldier readiness assessments, curriculum design/development, organizational plans and team structures. Applied measurement systems to track soldier knowledge and performance in US and abroad.
- Senior TAC (teach-assess-counsel) NCO (Michigan Officer Candidate School) participated in change management plans, reviewed and delivered Officer development curriculum, created inquiry-based learning activities, evaluated instructors and regularly briefed Regimental Commander on program effectiveness.

State Director – Community Outreach and Development – National College, KY

Hired to create, implement and lead the school's military recruitment/liaison program for Kentucky. The primary focus was creating and implementing organizational goals and plans that maximize employee engagement.

Additional duties included:

- Designed and facilitated solution focused approach resulting in a 120% increase in veteran enrollments.
- Worked with the various departments to integrate program goals and strategies leading to the college being recognized as a "military friendly" institution.
- Successfully co-designed and delivered direct and e-learning training programs for staff across 5 states and 30 campuses.

Manager – Continuous Improvement and Training, AAR Mobility Systems, Cadillac MI
Developed and lead the continuous improvement and training initiative for a multi-state aerospace and defense manufacturing organization. Applied assessments in organizational performance, culture, and team effectiveness. Linked key business issues to organizational performance, designed solutions and measures to help the employees/department meet increased business performance and effectiveness goals.

Additional duties included:

- Vetted and hired training consultants for locations throughout the United States.
- Chaired the executive continuous improvement steering committee which consisted of the organization's General Manager, Vice Presidents and mid-level managers.
- Provided guidance and support for the execution of plans by employee-facing managers and business leaders.
- Taught the Bell Leadership development curriculum to mid and senior level management, created and conducted employee knowledge assessments, facilitated multiple workshops across a broad spectrum of departments.
- Organizational assessment demonstrated improvements in 33 of the 34 organizational climate categories for 3 consecutive years.

Executive Director – Alliance Human Services, Cadillac MI

Responsible for the creation and operation of a residential youth treatment facility, a community-based counseling program and a senior mentoring program for adjudicated youth.

- Created and implemented a successful business plan to include short and long-term goals and objectives, business metrics and employee development.
- Maintained full profit and loss responsibility.
- Developed policies and procedures following state and federal guidelines.
- Hired and supervised all administrative and operational staff members.
- Established collaborative endeavors with the Probate Court, schools, private businesses and local non-profit agencies.

Education

Western Michigan University - Kalamazoo, MI

ABD - Doctor of Philosophy, Education Leadership

Central Michigan University - Mount Pleasant, MI

Master of Arts, Major - Counseling - Licensed Professional Counselor

Ferris State University - Big Rapids, MI

Bachelor of Science, Major - Recreation Leadership & Management

Kellogg Institute/Appalachian State University - Boone, NC

National Center for Developmental Education

Focus – Adult learning theories and curriculum development

United States Army Education System

Advanced Non-Commissioned Officer Course, Basic Non-Commissioned Officer Course, Primary Leadership Development Course, Instructor Trainer Course, Small Group Leader Course.

Past and current Community Service – Volunteerism

- Cadillac Citizens Advisory Committee
- President – Family Education Unlimited (501c3 Non-Profit) Cadillac, MI
- Vice-President / Football Director – Cadillac Football League (501c3 Non-Profit) – Youth football organization
- Career Institute Task Force – Ferris State University
- Curriculum Advisory Board – Recreation Leadership & Management Program – Ferris State University
- Academic Senator – Academic Senate – Ferris State University
- Member – Arts and Lectures Committee – Ferris State University
- Special Education Advocate
- Assistant Disabilities Services Counselor
- Chapter Treasurer – Combat Veterans Motorcycle Association
- Board Member – Cadillac Sportsman's Club

Related Education and Training

- Lean Six Sigma Process Improvement – Green Belt
- Master Resiliency Trainer – US Army
- OSHA 511 course – Eastern Michigan University
- Lean Manufacturing Boot Camp – Grand Rapids Community College
- Advanced Achievement Leadership I – Bell Leadership Institute
- Leadership and Self-Deception at Work – The Arbinger Institute
- Total Quality Management – United States Army
- Small Business Finance – Old Kent Bank
- Train the Trainer – Bell Leadership Institute
- Train the Trainer – National Training Institute

Certifications Held

- Career Development Facilitator – National Career Development Association
- Advanced Achievement Leadership Trainer – Bell Leadership Institute
- Excellence in Leadership Trainer – AAR Corporation
- Crisis Prevention and Intervention (CPI) Instructor
- Teach, Observe, Counsel (TOC Instructor), Small Group Leader and Military Leadership

Past Memberships

- American Counseling Association
- American Society for Training and Development
- American Society for Quality
- Association for Supervision and Curriculum Development
- National Association for Developmental Education
- National Career Development Association
- Michigan Counseling Association
- Organization Development Network

Personal

Rules of law and ethics prohibit appointees from participating in and voting on matters in which they may have a direct or indirect financial interest. Are you aware of any potential conflicts of interest? ☐ Yes ☒ No

If yes, please indicate potential conflicts.

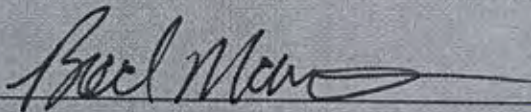
Are you aware of the time commitment necessary to serve on the committee, board and/or commission to which you seek appointment, and will you have such time? ☒ Yes ☐ No

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

See Attached

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

Signature



Date

19 March 2025

You are invited to attach additional pages, enclose a copy of your résumé or submit supplemental information that you feel may assist in the evaluation of your application.

Mail or return your completed application to:

Marcus Peccia, City Manager
City of Cadillac
200 N. Lake St.
Cadillac MI 49601

Thank you for giving us the opportunity to consider you for appointment.

June 16, 2025

Council Communication

Re: Lake Cadillac Circle Tour - Naming the 7-mile pathway around Lake Cadillac

The City of Cadillac was selected to be one of seven communities to be a part of a Pilot project through the Center of Advancing Healthy Communities and MDOT. The pilot was the Michigan Transportation Alternative Program (TAP) Hybrid Walkability Action Institute (WAI)/Walkability Virtual Academy (WVA) Pilot Project. This opportunity will allow the City to apply for and receive Transportation Alternative Program and Safe Routes to School grant funding through MDOT.

Our Walkability Action Institute team consists of Danielle Timmer, City of Cadillac Community Development Coordinator, Bryan Elenbaas, City Council, Connie Boice, Engineer for the City, Tom Smith, local advocate and former physician, Donna Norkoli, Regional Planning Manager for District Health Department #10, and Heidi Phaneuf, MDOT North Region Planner – from here on out called WAI/WVA Team Cadillac.

During the past 3 months, WAI/WVA Team Cadillac has been developing a Community Action Plan for the mobility of all users, a formal Complete Streets policy, a Non-Motorized Transportation Plan as well as several potential projects to submit for funding. The projects and funding will be phased for multiple years beginning as early as 2027.

Team Cadillac identified several projects around Lake Cadillac, in Cadillac West, downtown on Mitchell Street, and in the Historic District. See map one for the 3 prospective project locations outlined in red.

Council and the public will be updated and be invited to participate in the upcoming months and throughout the next few years in many ways such as surveys, public input, walking audits, biking audits, assisting with community education, and continued dialogue. Engagement throughout the process is extremely important.

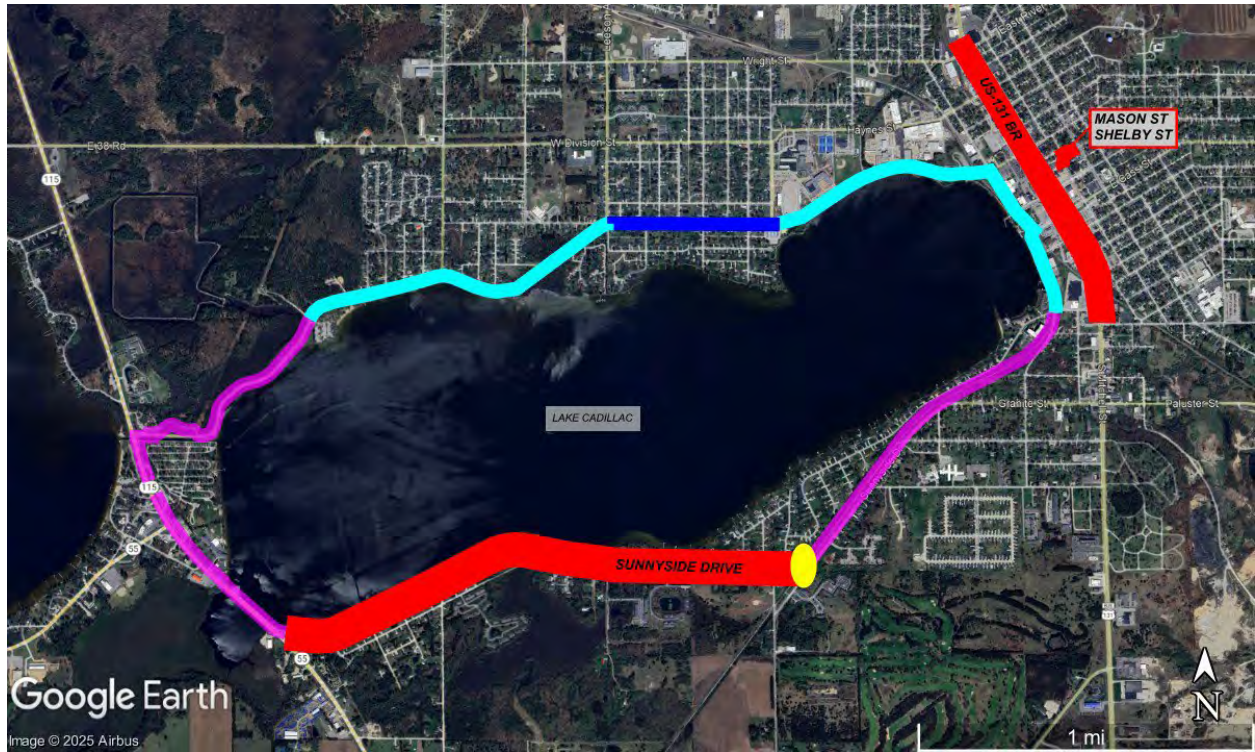
One outcome of the WAI is to name the 7-mile pathway around Lake Cadillac. The pathway starts at the White Pine Trail Trailhead in Cadillac Commons on Lake Street, follows Lake Street to the White Pine Trail until Sunnyside Drive, turns right and follows the wide shoulder on Sunnyside Drive to M-115, continues on the pathway north along M-115 through Cadillac West to Mitchell State Park, turning by Carl T Johnson Hunting and Fishing Center along North Boulevard and Kenwood Park, bike lanes on Chestnut Street toward downtown, as well as bike lanes along Lake Street returning to the White Pine Trail Trailhead, see map two.

Naming the pathway is necessary for an upcoming Wayfinding Signing project. Through many meetings and work with professionals in the pilot program, the decision was made to name the pathway the Lake Cadillac Circle Tour.

Recommended Action:

It is recommended that City Council dedicate the 7-mile pathway around Lake Cadillac as the Lake Cadillac Circle Tour.

Map One



Map Two



June 16, 2025

Council Communication

Re: Haynes Street Closure

333 Haynes Street is scheduled to be demolished in July 2025. This demolition will require a lane shift and sidewalk closure, possibly a street closure. There is not an exact date for the street closure due to the need for Consumers Energy and the excavation company needing to coordinate a date to lift the power lines. The plan is for demolition to take place sometime between July 7-18. The property owners, Mark and Maureen Allen will notify City Staff 24 hours in advance of the demolition so that staff can plan for the lane shift and sidewalk closure, and possible street closure.

If street closure is required, the Department of Public works has approved the following route: stop Haynes at Bond Street and detour to Wright Street. A soft closure at Lake Street to go around.

Requested Council Action

The building department is requesting that City Council approve the lane shift and sidewalk closure, potential street closure, for the demolition of 333 Haynes Street building.

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

Today's Date JUNE 11, 2025

City Received Date



Street & Parking Lot Closure Request Form

Please fill out a separate form for each date

Reason for Request 333 HAYNES ST., CADILLAC, MI - BUILDING DEMOLITION

Contact Person MARK G. ALLEN

Contact Phone [REDACTED] / [REDACTED] Contact Email [REDACTED]

DATE YET TO BE DETERMINED - (EARLY JULY 2025, FOLLOWING JULY 4th)

Date: <u>One day between 7/1/25 thru 7/18/25</u> Street Closures			
Street Name <u>HAYNES ST</u>	Beginning Location _____	Ending Location _____	
	Beginning Time _____	Ending Time _____	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time _____	Ending Time _____	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time _____	Ending Time _____	
Street Name _____	Beginning Location _____	Ending Location _____	
	Beginning Time _____	Ending Time _____	

Date _____ Parking Lot Closures			
Lot Location _____	Street _____	Nearest Cross Street _____	
	Beginning Time _____	Ending Time _____	
Lot Location _____	Street _____	Nearest Cross Street _____	
	Beginning Time _____	Ending Time _____	
Lot Location _____	Street _____	Nearest Cross Street _____	
	Beginning Time _____	Ending Time _____	

Form must be mailed or delivered to the above address or emailed to: mvandermeulen@cadillac-mi.net
(No Faxes accepted)

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

Print Name MARK G. ALLEN Signature Mark G. Allen Date 6-11-2025

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

June 16, 2025

Council Communication

Re: Filter Pipe Replacement

A recent inspection revealed that a tertiary filter at the wastewater treatment plant was starting to leak at a pipe fitting that penetrates the tank. Upon investigation it was noted that all three filters were failing at these pipe penetrations. After consulting with the manufacturer, AquaDisc, it was determined that this was a common failing point on these filters. Replacement parts have been ordered to repair these pipe penetrations.

The installation of these parts requires a qualified company to install them. After contacting several qualified companies only Monarch Welding & Engineering submitted a quote. This installation of parts will cost \$11,137.

This repair is urgent, and it is strongly recommended by plant staff that the repair is immediately authorized so that the contractor can be scheduled as soon as possible.

Recommended Action

It is recommended that the City Council waive competitive bidding and award Monarch Welding & Engineering, Inc the sum of \$11,137 to repair the piping in three Aqua Disc tertiary filters. Funds are available in the Water and Sewer Fund.

PROPOSAL



Sent via email
pmiller@cadillac-mi.net

Patrick Miller
City of Cadillac

City of Cadillac – Filter pipe replacement Monarch Proposal: 25-2473

Dear Patrick Miller:

We thank you for this inquiry and are pleased to submit our proposal for your consideration. We propose to furnish the necessary labor, equipment, and material to install filter piping on three filters with three remobilizations.

Lump Sum..... \$11,137.00

Work Scope:

- Mobilize (three separate occasions in the summer of 2025)
- Remove three pipe spools
- Weld in three stainless steel pipe spools
- Use of life safety for going in filter
- Demobilize

Work Clarifications:

- Work to be done on a schedule, no weekends or holidays unless specifically stated.
- Full access to the work area with no interruptions.
- Lockout by GENERAL CONTRACTOR/OWNER
- Scaffolding, if required, by GENERAL CONTRACTOR/OWNER
- Electrical by OTHERS
- Insulation by OTHERS
- Paint by OTHERS
- Abatement by OTHERS

Proposal Clarifications:

- This proposal is valid for 30 days and replaces any previous revisions to the same proposal.
- Payment terms net 30, a finance charge will be added to late payments.
- Monarch Welding & Engineering, Inc takes EXCEPTION to ANY and ALL Liquidated and / or Consequential Damages.
- Safety expectations shall be reviewed and agreed upon before the start of the project.
- Proposal based on (1) one mobilization and (1) one demobilization.
- Proposal as written includes NO engineering, permits or inspection costs.
- Proposal assumes General Contractor/Owner will provide utilities (water, electricity, compressed air, etc.) necessary to perform work, as well as break room and toilet facilities.
- Additional terms and conditions of this proposal are located at www.monarchwelding.com/proposalterms and are incorporated herein by this reference.

www.monarchwelding.com



Thank you in advance for your consideration. Should there be questions and/or additional information necessary to evaluate our proposal, please contact me for further details. We look forward to your favorable response.

Sincerely,

Samantha Savich

MONARCH WELDING & ENGINEERING, INC.
519 W. Hackley Ave
Muskegon, MI 49444

June 16, 2025

Council Communication

Re: Fire Marshal Truck Capital Purchase

The Fire Department contacted four MiDEAL vendors and a local vendor seeking bids to replace the current Fire Marshal truck. Two MiDeal vendors and the local vendor provided bids. Two out of three bids met the exact requirements of the Fire Department. Vendor, vehicle make, and price are as follows:

Dealer	Make	Price
Todd Wenzel of Westland	GMC	\$44,536
Berger Chevrolet	Chevrolet**	\$44,232*
Baker CDJR of Cadillac	Ram	\$45,500*

*Price does not include delivery

**Proposed vehicle is black and does not meet color requirements

The purchase of this truck is approved in the FY2026 budget and as such delivery will not take place until after July 1, 2025.

Recommended Action

It is recommended that City Council award the purchase of a 2024 GMC in accordance with the MiDEAL bid to Todd Wenzel Buick GMC of Westland in the amount of \$44,536. Funds are available in the Fire Department budget.

June 16, 2025

COUNCIL COMMUNICATION

Re: Out-of-State Travel Request

The City of Cadillac's Travel Expense Reimbursement Policy requires that City Council consent to any out-of-state travel for City employees.

International Association of Chiefs of Police 2025 Annual Conference and Exposition

The Director of Public Safety is requesting to attend the IACP 2025 which will be held October 18-21, 2025, in Denver, Colorado. The IACP 2025 is the largest and most impactful policing event of the year with more than 16,000 public safety professionals in attendance to learn new techniques, advance their knowledge and careers, and equip their department for ongoing success.

IACP 2025 brings together an unmatched educational program spanning four days with renowned keynote speakers, networking events, and the largest collection of tactical equipment and technology solutions available for law enforcement.

In accordance with the travel policy, the City Manager has reviewed and is recommending approval of this out-of-state travel request. The total cost of the conference is anticipated to be approximately \$2,500, and the FY2026 budget has adequate appropriations.

Recommended Action

It is recommended that City Council approve the out-of-state travel request for the Director of Public Safety as presented.

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-_____

**A RESOLUTION TO INTRODUCE AN ORDINANCE TO AMEND SECTION 26-104
AND SECTION 26-110 OF THE CODE OF ORDINANCES**

At a meeting of the City Council of the City of Cadillac, Wexford County, Michigan, at the Cadillac Municipal Complex, 200 N. Lake Street, Cadillac, Michigan on the 16th day of June, 2025, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, pursuant to Public Act 279 of 1909 (being MCL 117.1 *et seq.*) the City of Cadillac ("City") is authorized to adopt ordinances regulating the public health, safety, and general welfare of persons and property; and

WHEREAS, the City wishes to consider amending the City Code of Ordinances to prohibit the placement, installation, or construction of docks, hoists, or related appurtenances at road endings along Lake Cadillac; and

WHEREAS, the best interests of the City will be served by prohibiting such use.

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

1. Pursuant to Section 5.2 of the City Charter, the City introduces Ordinance No. 2025-____, An Ordinance to Amend Section 26-104 and Section 26-110 of the Code of Ordinances (the "Ordinance"), attached as **Exhibit A**.

2. A public hearing regarding the Ordinance will be held on the ____ day of _____ 2025, at 6:00 p.m. at the Cadillac Municipal Complex, 200 N. Lake Street, Cadillac, Michigan.

3. The City Clerk is directed to publish a summary of the proposed Ordinance once in a newspaper of general circulation in the City of Cadillac, together with a notice of the public hearing on the Ordinance, within seven (7) days of the adoption of this Resolution. The summary and notice of the hearing shall be substantially in the form of **Exhibit B**.

4. A copy of the Ordinance shall be available for examination at the office of the City Clerk, and copies may be provided for a reasonable charge.

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

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF WEXFORD)

I, Sandra Wasson, City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. 2025-____, duly adopted at a meeting of the City Council held on the 16th day of June, 2025.

Sandra Wasson, City Clerk

EXHIBIT A

CITY OF CADILLAC

ORDINANCE NO. 2025-_____

AN ORDINANCE TO AMEND SECTION 26-104 AND SECTION 26-110 OF THE CODE OF ORDINANCES

The City of Cadillac ordains:

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

Section 26-104 is amended in its entirety to read as follows:

Sec. 26-104. - Storage and removal.

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

Section 2. Amendment to Section 26-110 of the Code of Ordinances.

Section 26-110 is amended in its entirety to read as follows:

Sec. 26-110. – Road Endings.

No dock, hoist, or related appurtenances shall be placed, installed, or constructed at any public road endings along Lake Cadillac.

Section 3. Severability.

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

Section 4. Repealer.

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

Section 5. **Effective Date.**

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

Approved this ____ day of _____, 2025.

Sandra Wasson, City Clerk

Tiyi Schippers, Mayor

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

Sandra Wasson, City Clerk

EXHIBIT B

NOTICE OF PUBLIC HEARING AND SUMMARY OF PROPOSED ORDINANCE

NOTICE IS HEREBY GIVEN that a Public Hearing on the proposed ordinance will be held in the Council Chambers, Cadillac Municipal Complex, 200 N. Lake Street, Cadillac, Michigan, on _____, 2025 at 6:00 p.m., at a meeting of the City Council.

The proposed ordinance would amend Sections 26-104 and 26-110 of the City Code of Ordinances to prohibit the placement, installation, or construction of docks, hoists, or related appurtenances at road endings along Lake Cadillac. A copy of the proposed amendments is on file at City Hall, 200 Lake Street, Cadillac, Michigan, and is available for public inspection.

The City of Cadillac complies with the "Americans with Disabilities Act." If auxiliary aids or services are required at a public meeting for individuals with disabilities, please contact Sandra Wasson, City Clerk, at clerk@cadillac-mi.net, at least three (3) business days prior to any such meeting. Copies of the proposed ordinance are available for examination at the office of the City Clerk and copies may be provided at a reasonable charge.

**CITY COUNCIL OF THE
CITY OF CADILLAC, MICHIGAN**

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

June 16, 2025

Council Communication

Re: Cooley School Redevelopment Project

A Brownfield Plan is being proposed for the redevelopment of the former Cooley School for up to 23 workforce housing residential units, developed by Dean DeKryger and Pinnacle Development.

A public hearing must be established and held by the City Council for the approval of the Brownfield Plan.

Approval of the Brownfield Plan will provide for the reimbursement of Brownfield Environmental and Housing Development Eligible Activity costs, including environmental due diligence and the gap between development and rent revenues for units for qualified households with income at or below 120% of the Area Median Income.

The Brownfield Plan will be presented to the City of Cadillac Brownfield Redevelopment Authority for consideration at their June 30, 2025 meeting.

Because the Council will only have one meeting in July, the setting of the public hearing is being requested at the June 16 meeting to keep the Brownfield process on track for Council consideration on July 21 and meet the 60-day timeframe to secure MSHDA approval for State tax capture prior to an October 1 deadline for a key MSHDA grant.

Attached is a resolution for consideration by the City Council to set the public hearing for the City Council for the July 21, 2025 meeting. The Brownfield Plan will be presented for City Council consideration at that meeting.

The following is the proposed schedule for consideration for the Brownfield and OPRA programs:

Action	Entity	Date
Set Public Hearing for July 21	City Council	June 16
Approve Brownfield Plan	CBRA	June 30
Send Notices to Taxing Jurisdictions	Mac/Sandi	No later than July 11
Hold Public Hearing	City Council	July 21
Approve Brownfield Plan	City Council	July 21

Recommended Action

Approve the attached resolution to set the public hearing for the Former Cooley School Brownfield Plan for the July 21, 2025 City Council meeting.

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 Elenbass
Scott Hopkins
Ruthann French

RESOLUTION NO. _____

RESOLUTION SETTING PUBLIC HEARING FOR FORMER COOLEY SCHOOL BROWNFIELD PLAN

At a regular meeting of the Cadillac City Council held at Cadillac City Hall, 200 North Lake Street, Cadillac, Michigan on June 16, 2025, at 6:00 p.m., the following resolution was offered by

Councilperson _____ and supported by

Councilperson _____.

WHEREAS, the Michigan Brownfield Redevelopment Financing Act, Act 381, P.A. 1996 as amended ("Act 381"), authorizes municipalities to create a brownfield redevelopment authority to promote the revitalization, redevelopment, and reuse of contaminated, blighted, functionally obsolete, historically designated, or housing property through tax increment financing of Eligible Activities approved in a Brownfield Plan; and

WHEREAS, the City Council established the Cadillac Brownfield Redevelopment Authority ("CBRA") under the procedures in Act 381 on December 6, 1996, to facilitate the redevelopment of Brownfield properties within the City of Cadillac; and

WHEREAS, a Brownfield Plan has been prepared to support the redevelopment of the former Cooley School for up to 23 residential units with rents and for qualified households with income at or below 120% Area Median Income (AMI); and

WHEREAS, the Former Cooley School Brownfield Plan will be submitted to the CBRA that: (1) establishes the properties as Eligible Property, (2) outlines Environmental and Housing Development Eligible Activities, and (3) provides for the reimbursement of the Eligible Activity expenses from taxes generated by increased private investment on the Eligible Property; and

WHEREAS, the CBRA will review the Brownfield Plan at their June 30, 2025 meeting with anticipated approval and recommendation of approval to the City Council, with an anticipated finding that the Brownfield Plan meets the requirements of Act 381 and constitutes a public purpose of workforce housing, increased private investment and economic development, and increased property tax value; and

WHEREAS, Act 381 requires the governing body to hold a public hearing on the Brownfield Plan and provide notice of the public hearing and notice to taxing jurisdictions in compliance with the requirements of Act 381; and

WHEREAS, the City Council desires to hold a public hearing to receive comments on the adoption of the Brownfield Plan at its July 21, 2025 regular meeting.

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

1. Pursuant to Act 381, a public hearing for the Former Cooley School Brownfield Plan shall be held on July 21, 2025, at 6:00 p.m. in the City Council Chambers, 200 North Lake Street, Cadillac, Michigan.

2. The City Clerk is directed to provide notice of the public hearing to local taxing jurisdictions and the State of Michigan that levy taxes subject to capture not less than 10 days prior to the public hearing in accordance with Act 381.

3. Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof, other than the part so declared to be invalid.

4. Any prior resolution, or any part thereof, in conflict with any of the provisions of this Resolution is hereby repealed, but only to the extent necessary to give this Resolution full force and effect.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF WEXFORD)

I, Sandra Wasson, City Clerk of the City of Cadillac, hereby certifies this to be a true and complete copy of Resolution No. ____, duly adopted at a regular meeting of the City Council held on the 16th day of June, 2025.

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

City Council

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



Mayor
Tiyi Schippers

Mayor Pro-Tem
Robert J. Engels

Councilmembers
Bryan Elenbaas
Scott Hopkins
Ruthann French

RESOLUTION NO. 2025-____

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

At a regular meeting of the City Council of the City of Cadillac, Wexford County, Michigan, held in the Council Chambers, Cadillac Municipal Complex, 200 North Lake Street, Cadillac, Michigan, on the 16th day of June, 2025, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

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

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

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

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

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

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

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

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF WEXFORD)

I, Sandra Wasson, City Clerk of the City of Cadillac, hereby certify this to be a true and
complete copy of Resolution No. _____, duly adopted at a regular meeting of the
City Council held on the 16th day of June, 2025.

Sandra Wasson
Cadillac City Clerk

City of Cadillac

EXHIBIT A

Financial Services Department
FY2025 Budget Amendment #4
June 16, 2025

Current Budget	Amended Budget	Increase (Decrease)
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GENERAL FUND

Department: Revenue	\$9,319,300	\$9,445,700	\$126,400
Amended Line Items Detail			
Local Community Stabilization Authority	675,000	801,400	126,400

Purpose: To recognize additional revenue from the following the Local Community Stabilization Authority for personal property tax loss reimbursement.

Department: Fire Department	\$1,819,200	\$1,844,200	\$25,000
Amended Line Items Detail			
Overtime	125,000	150,000	25,000

Purpose: Appropriate additional funds for overtime due to vacancies and additional back-filling needs of the department.

Department: Sidewalks and Alleys	\$52,000	\$62,000	\$10,000
Amended Line Items Detail			
Equipment Rental	32,000	42,000	10,000

Purpose: Appropriate additional funds for equipment rental for increased winter DPW activities based on high snowfall.

Department: Leaves	\$53,500	\$60,500	\$7,000
Amended Line Items Detail			
Equipment Rental	35,000	42,000	7,000

Purpose: Appropriate additional funds for equipment rental for increased DPW activities related to leaf cleanup.

City of Cadillac

EXHIBIT A

Financial Services Department
FY2025 Budget Amendment #4
June 16, 2025

	Current Budget	Amended Budget	Increase (Decrease)
Department: Code Enforcement	\$67,000	\$72,000	\$5,000
Amended Line Items Detail			
Salaries and Wages	38,000	41,000	3,000
Benefits	27,500	29,500	2,000

Purpose: Appropriate funds for additional code enforcement and PD office backup activities.

General Fund Summary	Prior Approved	Amended	Change
Revenues	\$9,319,300	\$9,445,700	\$126,400
Expenditures	9,665,800	9,712,800	47,000
Revenues Over (Under) Expenditures	(\$346,500)	(\$267,100)	

Major Street Fund

Expenditures	\$1,897,100	\$2,010,100	\$113,000
Amended Line Items Detail			
Forestry			
Contractual Services	8,000	25,000	17,000

Purpose: Appropriate funds for contractual tree removal; several significant storm events and additional need for contractual services for trees in overhead lines.

Winter Maintenance			
Operating Supplies	37,000	57,000	20,000
Equipment Rental	80,000	110,000	30,000

Purpose: Appropriate additional funds for salt and equipment rental for increased winter DPW activities based on high snowfall.

State Winter Maintenance			
Operating Supplies	50,000	65,000	15,000
Equipment Rental	75,000	106,000	31,000

Purpose: Appropriate additional funds for salt and equipment rental for increased winter DPW activities on state trunklines based on high snowfall. These costs are reimbursed by the State.

City of Cadillac

EXHIBIT A

Financial Services Department
FY2025 Budget Amendment #4
June 16, 2025

Current Budget	Amended Budget	Increase (Decrease)
-------------------	-------------------	------------------------

Local Street Fund

Expenditures	\$1,342,400	\$1,377,400	\$35,000
Amended Line Items Detail			
Forestry			
Contractual Services	10,000	25,000	15,000

Purpose: *Appropriate funds for contractual tree removal; several significant storm events and additional need for contractual services for trees in overhead lines.*

Winter Maintenance

Operating Supplies	30,000	35,000	5,000
Equipment Rental	70,000	85,000	15,000

Purpose: *Appropriate additional funds for salt and equipment rental for increased winter DPW activities based on high snowfall.*

Brownfield Redevelopment Authority Fund

Expenditures	\$125,500	\$150,500	\$25,000
Amended Line Items Detail			
Contractual Services	125,500	150,500	25,000

Purpose: *Appropriate funds for in accordance with BRA approval to cover soil removal and soil vapor testing at The Market based on EGLE requirement.*

City of Cadillac

EXHIBIT A

Financial Services Department
FY2025 Budget Amendment #4
June 16, 2025

Current Budget	Amended Budget	Increase (Decrease)
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Building Inspection Fund

Revenue	\$70,000	\$90,000	\$20,000
Amended Line Items Detail			
Permit Fees	70,000	90,000	20,000

Purpose: Increased revenue based on actual building inspection activity.

Expenditures	\$70,000	\$90,000	\$20,000
Amended Line Items Detail			
Contractual Services	67,000	87,000	20,000

Purpose: Appropriate funds for increase in building inspection activity. Fees are passed through to contract building inspection company.

Stores and Garage Fund

Revenue	\$820,000	\$865,000	\$45,000
Amended Line Items Detail			
Equipment Rental	780,000	825,000	45,000

Purpose: Increased revenue based on actual equipment rental activity.

Expenditures	\$820,000	\$845,000	\$25,000
Amended Line Items Detail			
Public Works			
Equipment Maintenance	85,000	110,000	25,000

Purpose: Appropriate funds for increase in equipment repair costs.