



City Council Meeting

September 15, 2025

6:00 p.m.

Cadillac Municipal Complex

Council Chambers

200 N. Lake St.

Cadillac, MI 49601



September 15, 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 September 2, 2025
Support Document IV-A

V. COMMUNITY SPOTLIGHT

- A. Sesquicentennial Update

VI. PUBLIC HEARINGS

- A. Public hearing to consider adoption of Ordinance to Amend Section 46-427 of the Code of Ordinances.
Support Document VI-A

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VII. COMMUNICATIONS

- A. Friends of the Library
Support Document VII-A
- B. KISS 50th Anniversary Celebration
Support Document VII-B
- C. Downtown Trick or Treating
Support Document VII-C
- D. Trunk or Treat
Support Document VII-D
- E. First Presbyterian Church
Support Document VII-E
- F. Oasis Family Resource Center
Support Document VII-F
- G. Zion Lutheran Church
Support Document VII-G
- H. Cadillac West Hay Days Festival
Support Document VII-H

VIII. APPOINTMENTS

- A. Recommendation regarding reappointment to the Planning Commission.
Support Document VIII-A

IX. CITY MANAGER'S REPORT

- A. The Market at Cadillac Commons Facility Update
- B. Recommendation regarding Digester Slide Plates.
Support Document IX-B
- C. Chestnut Street Railroad Crossing Grant Application
Support Document IX-C
- D. Shared Streets and Spaces Grant (SSSG): Lake District Improvements
Support Document IX-D

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X. ADOPTION OF ORDINANCES AND RESOLUTIONS

A. Adopt Resolution to Support and Cooperate with DDA's Application to Michigan Main Street Select Level Program.

Support Document X-A

B. Adopt resolution regarding Copper Trail Duplexes Brownfield Plan and set a public hearing for September 26, 2025.

Support Document X-B

C. Adopt Resolution to Apply for MSHDA MI Neighborhood Community Development Block Grant.

Support Document X-C

XI. PUBLIC COMMENTS

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XII. GOOD OF THE ORDER

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

September 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: Roberts, Dietlin, Waldo, Wade, Genovich (via Zoom), Wasson

APPROVAL OF AGENDA

2025-210 Approve agenda as presented.

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

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

PFAS UPDATE

Jeff Dietlin, Director of Utilities, noted the supply of free bottled water from Ice Mountain has been exhausted, so the water delivery program has ended. He stated we sent letters last week to the people receiving water to let them know it was ending and to provide them with contact information about where they could go if they need a filter. He noted we have 5-gallon containers available for people that can be picked up and filled at the water plant. He stated Haring Township requested contact information for the people who supplied bottled water to us.

Elenbaas asked if we had any update on grants.

Dietlin noted we are waiting to see if we receive the \$8 million appropriation that we requested. He stated that amount would allow us to do everything we need to do.

Mayor Schippers noted people can contact their legislators to advocate for us.

Dietlin noted the Utilities Department created a video on how we make the water, treat it and that it is PFAS free. He stated the link to the YouTube video is available on the City's website.

CONSENT AGENDA

2025-211 Approve consent agenda as presented.

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

Motion unanimously approved.

COMMUNICATIONS

A. Cadillac Fire Department Safety Expo

2025-212 Approve street and parking lot closures for CFD Safety Expo.

Motion was made by Elenbaas and supported by Hopkins to approve the closure of Lake St. from Pine St. to Harris St. and the closure of the south and east parking lots of the municipal building from 8:00 am to 7:00 pm on September 11, 2025 for the Cadillac Fire Department Safety Expo.

Motion unanimously approved.

APPOINTMENTS

A. Recommendation regarding reappointment to the Elected Officials Compensation Commission.

2025-213 Approve reappointment to the Elected Officials Compensation Commission.

Motion was made by Engels and supported by Elenbaas to approve the reappointment of Mickey Putman to the Elected Officials Compensation Commission for a 5-year term to expire on October 19, 2030.

Motion unanimously approved.

B. Recommendation regarding appointment to the Elected Officials Compensation Commission.

2025-214 Approve appointment to the Elected Officials Compensation Commission.

Motion was made by Elenbaas and supported by French to approve the appointment of Robert Durant to the Elected Officials Compensation Commission for a 5-year term to expire on September 2, 2030.

Motion unanimously approved.

C. Recommendation regarding reappointment to the City of Cadillac/Clam Lake Joint Planning Commission.

2025-215 Approve reappointment to the City of Cadillac/Clam Lake Joint Planning Commission.

Motion was made by Hopkins and supported by French to approve the reappointment of Jerry Adams to the City of Cadillac/Clam Lake Joint Planning Commission for a 3-year term to expire on October 7, 2028.

Motion unanimously approved.

- D. Recommendation regarding reappointment to the City of Cadillac/Clam Lake Joint Planning Commission.

2025-216 Approve reappointment to the City of Cadillac/Clam Lake Joint Planning Commission.

Motion was made by Engels and supported by French to approve the reappointment of Joseph Baumann to the City of Cadillac/Clam Lake Joint Planning Commission for a 3-year term to expire on October 7, 2028.

Motion unanimously approved.

CITY MANAGER'S REPORT

A. Out-of-State Travel Request

Owen Roberts, Director of Finance, noted according to City policy any out-of-state travel must be approved by the City Manager with the consent of City Council. He stated Collier County, Florida recently served three members of our Police Department with a subpoena to appear in-person at 9:00 am on September 11, 2025 for a parole violation hearing related to a violation locally. He noted at this time appearing in-person in Florida is the only option. He stated we are working to get remote appearance approved so if that is approved there will be no need for them to travel. He noted there is a federal program that we are a member of that will most likely provide funding if we do need to incur costs for travel but funds are also available in the Police Department budget within the General Fund.

2025-217 Approve out-of-state travel request.

Motion was made by Elenbaas and supported by Engels to approve the out-of-state travel request as recommended by the City Manager per policy, and as ordered by the Collier County, Florida court.

Motion unanimously approved.

B. Former Cooley School Blight Elimination Program Grant Construction Manager Contract.

Roberts stated Garrett Family Community Partners has the assigned purchase agreement to acquire the former Cooley School property. He noted we applied for and received a grant from the State Land Bank Authority in the amount of \$676,127 as part of their blight elimination program. He stated the grant would cover (1) masonry repairs; (2) window removal, repair and replacement; and (3) roof removal and replacement.

Roberts noted Pinnacle Construction Group is going to be the general contractor for the overall project so it made sense for Pinnacle Construction Group to be appointed by us to facilitate the grant portions of the project. He stated the reason we are requesting a competitive bid waiver is because we will be writing checks to Pinnacle Construction but only for the amount of the grant. He noted there will be no general City dollars expended towards the project. He stated with the implementation agreement the Garrett Family Community Partners will provide the cash once the invoices are submitted by Pinnacle Construction and then we will pay Pinnacle Construction. He noted we will get the money up

front, we will pay it to Pinnacle Construction and then we will get the grant funds and pay it back to Garrett Family Community Partners.

Roberts noted the Garrett Family has not officially acquired the property, but they hope to do that in January of 2026.

French noted it is a great opportunity that the City was able to acquire the grant to do the reconstruction of this building and to keep it in its historic state. She asked if we have access to plans for the actual apartments.

Mac McClelland, Brownfield Authority Consultant, stated there are some interior floors plans that we can share.

2025-218 Waive competitive bidding for Construction Management Services.

Motion was made by Elenbaas and supported by Engels to waive competitive bidding for Construction Management Services related to the Cooley School Redevelopment Project for the Blight Elimination Program Scopes of Work.

Motion unanimously approved.

2025-219 Approve contract with Pinnacle Construction Group, Inc. to serve as Construction Manager.

Motion was made by Elenbaas and supported by Hopkins to approve a contract between the City of Cadillac and Pinnacle Construction Group, Inc. to serve as the Construction Manager for the project and authorize the City Manager to approve amendments to the agreement that do not materially alter the scope or intent of the agreement.

Motion unanimously approved.

2025-220 Approve Blight Elimination Program Grant Implementation Agreement with Garrett Family Community Partners.

Motion was made by Elenbaas and supported by French to approve the Blight Elimination Program Grant Implementation Agreement between the City of Cadillac and Garrett Family Community Partners for the Blight Elimination Program Grant Scopes of Work for the former Cooley School Redevelopment.

Motion unanimously approved.

INTRODUCTION OF ORDINANCES

- A. Adopt resolution to introduce Ordinance to Amend Section 46-427 of the Code of Ordinances and set a public hearing for September 15, 2025.

Roberts stated on August 28, 2025 the Planning Commission unanimously approved to recommend to City Council the adoption of an amendment to Section 46-427 of the City of Cadillac Zoning Ordinance which would allow short-term rentals, subject to special land use, in the B-3 General Business District. He stated it is recommended that a public hearing

be scheduled for September 15, 2025 at which time Theresa Waldo, Community Development Director, will provide a comprehensive presentation about the proposed amendment and the discussion that occurred at the Planning Commission meeting.

Elenbaas noted according to the zoning map it would include both sides of the main street corridor.

Mayor Schippers stated there are areas that are close to residential areas so that's why the Planning Commission want it to be contingent on special use permits.

2025-221 Set public hearing for Ordinance 2025-13.

Motion was made by Hopkins and supported by French to adopt the resolution to introduce Ordinance to Amend Section 46-427 of the Code of Ordinances, City of Cadillac, Michigan and set a public hearing for September 15, 2025.

Motion unanimously approved.

MINUTES AND REPORTS OF BOARDS AND COMMISSIONS

A. Planning Commission

PUBLIC COMMENTS

There were no public comments.

GOOD OF THE ORDER

Elenbaas noted Richard Shults is providing cemetery tours next month. He stated they are mostly sold out but if anyone is interested they should contact the Wexford County Historical Society or Richard Shults directly. He reminded everyone that we have the [KISS 50th Anniversary](#) coming up.

Hopkins noted he did not attend the opening of the new playground at Diggins Hill but it has been busy since it opened.

Mayor Schippers thanked the Rotary for this project and the donors including the excavators that provided an in-kind donation for part of their work. [She noted Owen Roberts helped by arranging for a tractor to help with the wood chips.](#) She stated it's been great to see a local organization like the Rotary committed to making the City a better place. She noted she lives at the end of Crippen Street and all weekend there were kids from down the block going to the playground. She asked if there are going to be benches.

Roberts stated that there will be benches.

Schippers stated that hopefully we can get goats next year before the poison ivy comes next spring.

ADJOURNMENT

Respectfully submitted,

Tiyi Schippers, Mayor

Sandra Wasson, City Clerk

DRAFT

September 15, 2025

Council Communication

RE: Resolution to amend Section 46-427 of the Code of Ordinances

At its meeting on August 28, 2025, the Cadillac Planning Commission unanimously voted to approve and recommend that the City Council adopt an amendment to Section 46-427 of the City of Cadillac Zoning Ordinance. This amendment would permit short-term rentals as a Special Land Use within the B-3 (General Business) District.

Under the ordinance, short-term rentals are defined as furnished residential units—such as apartments, houses, rooms, or other living spaces—that are rented out for fewer than 30 consecutive days within any given month. Currently, short-term rentals are allowed by right in the TS-1 and TS-2 (Tourist Service) Districts as well as the B-1 (Auxiliary Business) District, and by special approval in the B-2 (Central Business) District. Each of these districts also provides for other types of temporary lodging.

The B-3 District is designed to accommodate a broad spectrum of business activities, including many uses permitted in the TS, B-1, and B-2 Districts. Existing permitted uses in B-3 include residential lodging options such as upper-story apartments (within the DDA District), motels, and group shelters. However, short-term rentals have not previously been identified as either a permitted or special use in the B-3 District.

The proposed amendment would add short-term rentals as a use permitted with special conditions in the B-3 District, thereby bringing its regulations in line with those of similar districts.

Recommended Action

The Council is being asked to adopt an ordinance amendment to Section 46-427 of the City of Cadillac Code of Ordinances to allow short-term rentals as subject to use permitted with special conditions in the B-3 District.

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. _____

RESOLUTION TO ADOPT ORDINANCE NO. _____

**AN ORDINANCE TO AMEND SECTION 46-427 OF THE CODE OF
ORDINANCES, CITY OF CADILLAC, MICHIGAN**

At a meeting of the City Council of the City of Cadillac, Wexford County, Michigan, held on the 15th day of September 2025, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, pursuant to the Michigan Zoning Enabling Act, Act 110 of 2006, MCL 125.3101 et seq. ("MZEA"), the City of Cadillac ("City") has authority to adopt and amend zoning ordinances regulating the use of land in the City; and

WHEREAS, the City desires to amend the City's Zoning Ordinance regarding the use of land as a short-term rental; and

WHEREAS, the Planning Commission held a duly noticed public hearing on the proposed amendment on August 25, 2025; and

WHEREAS, the Planning Commission voted to recommend City Council approve the proposed amendment; and

WHEREAS, the City Council introduced the proposed amendment at a meeting on September 2, 2025; and

WHEREAS, the City Council held a duly noticed public hearing on the proposed amendments on September 15, 2025; and

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

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

1. The City adopts Ordinance No. 2025-____, An Ordinance to Amend Section 46-427 of the Code of Ordinances, City of Cadillac, Michigan (**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 seven (7) days after its adoption. The Notice of Adoption shall be substantially the form of **Exhibit B**.
4. A copy of the Ordinance shall be available for examination at the office of the City Clerk, and copies may be provided for a reasonable charge.
5. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF WEXFORD)

I, Sandra Wasson, City Clerk of the City of Cadillac, hereby certify this to be a true and complete copy of Resolution No. ____, duly adopted at a meeting of the City Council held on the 15th day of September, 2025.

Sandra Wasson
Cadillac City Clerk

EXHIBIT A

CITY OF CADILLAC

ORDINANCE NO. 2025-____

AN ORDINANCE TO AMEND SECTIONS 46-427 OF THE CODE OF ORDINANCES, CITY OF CADILLAC, MICHIGAN

The City of Cadillac ordains:

Section 1. Purpose.

The purpose of this Ordinance is to allow short-term rentals as a principal use permitted subject to special conditions in the B-3 General Business zoning district.

Section 2. Amendment of Section 46-427 of the City Zoning Ordinance.

Section 46-427 of the City Zoning Ordinance, which regulates principal uses permitted subject to special conditions in the B-3 General Business zoning district, is amended by the addition of a new subsection 11, which reads as follows:

Sec. 46-427. - Principal uses permitted subject to special conditions.

. . .

- (11) Short-term rentals, subject to the requirements of Article VI – Special Land Uses.

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

Section 5. Effective Date.

This Ordinance takes effect 20 days after its adoption.

EXHIBIT B

NOTICE OF ADOPTION

NOTICE IS HEREBY GIVEN that the City Council of the City of Cadillac, Wexford County, Michigan, at a meeting on September 15, 2025, adopted Ordinance No. 2025-____, An Ordinance to Amend Sections 46-427 of the City Code of Ordinances.

A copy of the Ordinance is available for inspection during regular business hours at the Cadillac Municipal Complex, located at 200 Lake Street, Cadillac, Michigan, 49601. Members of the public may obtain a copy of the Ordinance for a reasonable charge. The following is a summary of the Ordinance:

Section 1. This section states the purpose of the Ordinance is to allow short-term rentals as a principal use permitted subject to special conditions in the B-3 General Business zoning district.

Section. 2. This section amends Section 46-427 of the City Code of Ordinances to allow short-term rentals, subject to the requirements of Article VI – Special Land Uses, as a principal permitted use in the B-3 General Business zoning district.

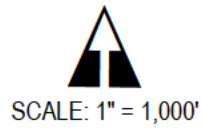
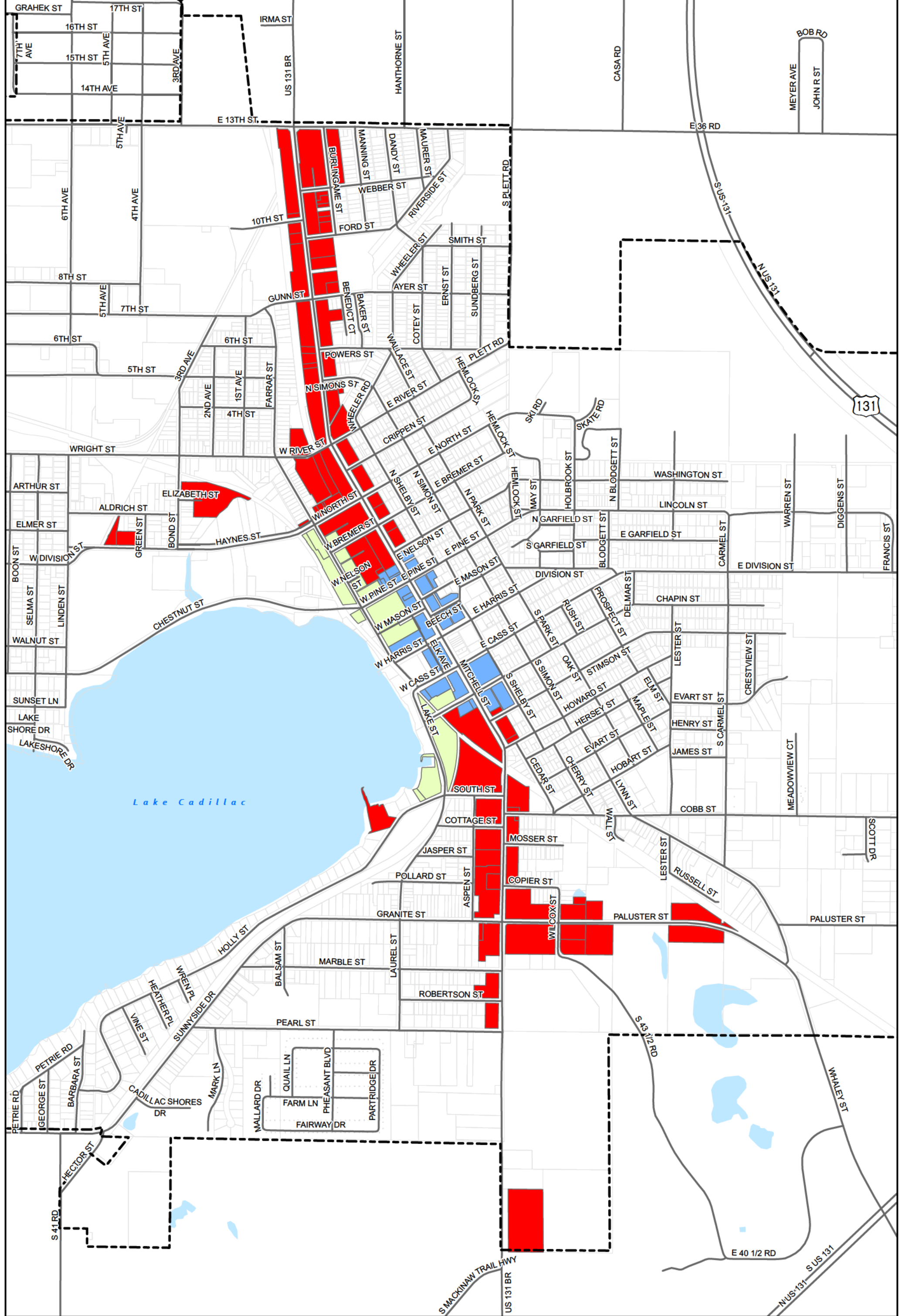
Section 3. This section makes the provisions of the Ordinance severable.

Section 4. This section repeals inconsistent ordinances or parts of ordinances to the extent necessary to give the Ordinance full force and effect.

Section 5. This section states that the Ordinance takes effect twenty (20) days after its adoption.

CITY COUNCIL OF THE
CITY OF CADILLAC, MICHIGAN

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



- LEGEND**
- B-1: Auxiliary Business District
 - B-2: Central Business District
 - B-3: Central Business District



TaxID_Long	PARC_ADD	PARC_CTY
10-086-00-094-01	617 N MITCHELL ST	CADILLAC
10-048-00-037-01	904 N MITCHELL ST	CADILLAC
10-069-00-010-01	310 ELIZABETH ST	CADILLAC
10-112-00-007-00	111 W RIVER ST	CADILLAC
10-069-00-005-00	306 ELIZABETH ST	CADILLAC
10-086-00-342-00	110 E NORTH ST	CADILLAC
10-086-00-319-00	408 N MITCHELL ST	CADILLAC
10-073-00-005-00	839 N MITCHELL ST	CADILLAC
10-113-00-004-00	528 HAYNES ST	CADILLAC
10-113-00-008-00	518 HAYNES ST	CADILLAC
10-056-00-085-00	509 GREEN ST	CADILLAC
10-056-00-086-00	504 HAYNES ST	CADILLAC
10-113-00-009-00	516 HAYNES ST	CADILLAC
10-056-00-087-00	512 HAYNES ST	CADILLAC
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10-055-00-025-00	129 W NORTH ST	CADILLAC
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10-055-00-031-00	130 W NORTH ST	CADILLAC
10-055-00-001-02		CADILLAC
10-086-00-057-02		
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10-084-00-094-01	903 N MITCHELL ST	CADILLAC

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10-084-00-070-00	1101 N MITCHELL ST	CADILLAC
10-084-00-072-00	1049 N MITCHELL ST	CADILLAC
10-084-00-022-00	1034 N MITCHELL ST	CADILLAC
10-084-00-015-00	114 FORD ST	CADILLAC
10-084-00-016-00	112 FORD ST	CADILLAC
10-084-00-017-00	110 FORD ST	CADILLAC
10-084-00-018-00	1044 N MITCHELL ST	CADILLAC
10-084-00-052-01	1110 N MITCHELL ST	CADILLAC
10-084-00-063-00	1129 N MITCHELL ST	CADILLAC
10-084-00-065-00	1125 N MITCHELL ST	CADILLAC
10-084-00-061-00	N MITCHELL ST	CADILLAC
10-084-00-037-00	1202 N MITCHELL ST	CADILLAC
10-084-00-036-01	1212 N MITCHELL ST	CADILLAC

10-097-00-078-00	1222 BURLINGAME ST	CADILLAC
10-097-00-077-00	1220 BURLINGAME ST	CADILLAC
10-097-00-076-00	1218 BURLINGAME ST	CADILLAC
10-097-00-075-00	1208 BURLINGAME ST	CADILLAC
10-097-00-074-00	203 WEBBER ST	CADILLAC
10-097-00-086-00	210 E 13TH ST	CADILLAC
10-097-00-085-00	1246 BURLINGAME ST	CADILLAC
10-097-00-084-00	1242 BURLINGAME ST	CADILLAC
10-097-00-083-00	1240 BURLINGAME ST	CADILLAC
10-097-00-081-00	1236 BURLINGAME ST	CADILLAC
10-084-00-059-00	1219 N MITCHELL ST	CADILLAC
10-084-00-060-00	1215 N MITCHELL ST	CADILLAC
10-084-00-036-00	1220 N MITCHELL ST	CADILLAC
10-097-00-080-00	1226 BURLINGAME ST	CADILLAC
10-084-00-084-00	1001 N MITCHELL ST	CADILLAC
10-086-00-091-02	605 N MITCHELL ST	CADILLAC
10-083-00-084-01	1015 WILCOX ST	CADILLAC
10-083-00-044-01	923 S MITCHELL ST	CADILLAC
10-086-00-506-01	302 S MITCHELL ST	CADILLAC
10-051-00-010-02	916 S MITCHELL ST	CADILLAC
10-086-00-519-00	602 S MITCHELL ST	CADILLAC
10-083-00-083-01		
10-086-00-211-00	323 S MITCHELL ST	CADILLAC
10-070-00-036-00	600 HOLLY RD	CADILLAC
10-086-00-533-00	410 SOUTH ST	CADILLAC
10-083-00-007-00	112 COBB ST	CADILLAC
10-083-00-046-00	1011 S MITCHELL ST	CADILLAC
10-083-00-045-00	1025 S MITCHELL ST	CADILLAC
10-083-00-070-00	1111 S MITCHELL ST	CADILLAC
10-083-00-068-00	S MITCHELL ST	CADILLAC
10-076-00-048-00	1310 S MITCHELL ST	CADILLAC
10-076-00-005-00	1250 S MITCHELL ST	CADILLAC
10-076-00-046-00	103 ROBERTSON ST	CADILLAC
10-051-00-104-00	121 GRANITE ST	CADILLAC
10-076-00-003-00	117 MARBLE ST	CADILLAC
10-076-00-002-00	1200 S MITCHELL ST	CADILLAC
10-076-00-001-00	115 MARBLE ST	CADILLAC
10-051-00-102-00	1148 S MITCHELL ST	CADILLAC
10-051-00-130-00	1146 S MITCHELL ST	CADILLAC
10-051-00-103-00	1104 S MITCHELL ST	CADILLAC
10-051-00-036-00	150 GRANITE ST	CADILLAC
10-051-00-001-00	1010 S MITCHELL ST	CADILLAC
10-051-00-008-00	1008 S MITCHELL ST	CADILLAC
10-083-00-049-00	108 COPIER ST	CADILLAC

10-083-00-048-00	1001 S MITCHELL ST	CADILLAC
10-050-00-030-00	113 COTTAGE ST	CADILLAC
10-087-00-004-00	812 S MITCHELL ST	CADILLAC
10-051-00-015-00	902 S MITCHELL ST	CADILLAC
10-087-00-008-00	ASPEN ST	CADILLAC
10-087-00-009-00	823 ASPEN ST	CADILLAC
10-087-00-010-00	831 ASPEN ST	CADILLAC
10-050-00-031-00	119 COTTAGE ST	CADILLAC
10-050-00-032-00	123 COTTAGE ST	CADILLAC
10-087-00-003-00	820 S MITCHELL ST	CADILLAC
10-051-00-013-00	824 S MITCHELL ST	CADILLAC
10-051-00-014-00	900 S MITCHELL ST	CADILLAC
10-087-00-001-00	910 S MITCHELL ST	CADILLAC
10-083-00-022-00	901 S MITCHELL ST	CADILLAC
10-050-00-025-00	800 S MITCHELL ST	CADILLAC
10-050-00-029-00	111 COTTAGE ST	CADILLAC
10-083-00-008-00	721 S MITCHELL ST	CADILLAC
10-083-00-006-00	723 S MITCHELL ST	CADILLAC
10-083-00-005-00	727 S MITCHELL ST	CADILLAC
10-083-00-004-00	801 S MITCHELL ST	CADILLAC
10-083-00-001-00	805 S MITCHELL ST	CADILLAC
10-083-00-079-00	1115 WILCOX ST	CADILLAC
10-083-00-080-00	1109 WILCOX ST	CADILLAC
10-083-00-081-00	1105 WILCOX ST	CADILLAC
10-083-00-072-00	140 PALUSTER ST	CADILLAC
10-083-00-075-00	120 PALUSTER ST	CADILLAC
10-083-00-083-00	300 PALUSTER ST	CADILLAC
10-083-00-065-00	131 PALUSTER ST	CADILLAC
10-083-00-052-00	122 COPIER ST	CADILLAC
10-083-00-053-00	120 COPIER ST	CADILLAC
10-083-00-051-00	116 COPIER ST	CADILLAC
10-083-00-050-00	112 COPIER ST	CADILLAC
10-083-00-059-00	1008 WILCOX ST	CADILLAC
10-083-00-061-00	1012 WILCOX ST	CADILLAC
10-083-00-063-00	WILCOX ST	CADILLAC
10-083-00-064-00	1014 WILCOX ST	CADILLAC
10-083-00-087-00	1009 WILCOX ST	CADILLAC
10-083-00-086-00	1011 WILCOX ST	CADILLAC
10-083-00-090-00	203 PALUSTER ST	CADILLAC
10-083-00-107-01	203 PALUSTER ST	CADILLAC
10-083-00-131-00	WHALEY ST	CADILLAC
10-083-00-131-00	WHALEY ST	CADILLAC
10-082-00-143-00	707 S MITCHELL ST	CADILLAC
10-082-00-144-00	709 S MITCHELL ST	CADILLAC

10-086-00-521-00	W CHAPIN ST	CADILLAC
10-086-00-538-00	121 W CHAPIN ST	CADILLAC
10-086-00-074-00	720 S MITCHELL ST	CADILLAC
10-082-00-138-00	607 S MITCHELL ST	CADILLAC
10-086-00-516-00	S MITCHELL ST	CADILLAC
10-086-00-509-00	320 S MITCHELL ST	CADILLAC
10-086-00-511-00	322 S MITCHELL ST	CADILLAC
10-086-00-512-00	412 S MITCHELL ST	CADILLAC
10-086-00-515-00	420 S MITCHELL ST	CADILLAC
10-086-00-514-00	414 S MITCHELL ST	CADILLAC
10-086-00-516-01	502 S MITCHELL ST	CADILLAC
10-086-00-223-00	421 S MITCHELL ST	CADILLAC
10-086-00-228-00	409 S MITCHELL ST	CADILLAC
10-086-00-225-00	417 S MITCHELL ST	CADILLAC
10-082-00-145-00	115 COBB ST	CADILLAC
10-082-00-141-00	621 S MITCHELL ST	CADILLAC



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

Today's Date

01/09/2025

City Received Date

RECEIVED

JAN 11 9 2025

Banner Request Form

Monday Banner Start Date 10/20/2025

Monday Banner End Date 10/27/2025

(Banners are installed and removed on Mondays unless it is a Holiday, then it will be the following day)

(Banners may only be requested for one week at a time per form)

Reason for Banner National Friends of the Library Week

Organization Friends of the Library Contact Person Vicki Long

Contact Phone [REDACTED] Contact Email [REDACTED]

City of Cadillac & State of Michigan Guidelines:

- ☒ Banner requested date is a minimum of 2 months prior to display date requested.
- ☒ Banner picture or a design proof is **attached with this request form** or it will not be approved.
- ☐ The City reserves the right to determine when the banner is hung during inclement weather.
- ☐ The City is not responsible for any damages to the banner.
- ☐ Banner requested is for a reasonable and public purpose.
- ☐ Banner does not display any legend or symbol which may be construed to advertise, promote the sale of, or publicize any merchandise or commodity, or be political in nature.
- ☐ The legend may contain the name of the sponsor paying for the banner if such is not an obvious advertising of and promotion of the sale of the sponsor's goods or services.
- ☐ The lettering of the sponsor's name or a logo does not exceed three inches if on a single line or two-inches if on more than one line.
- ☐ Banner does not contain an address or directions to location.
- ☐ Banner meets all the design specifications on the back of this form.
- ☒ The banner will be delivered to City Garage a minimum of **1 week before** banner is to be displayed.
- ☒ City Garage is located at 1001 6th Street and hours. Call Street Supervisor at (231)920-7800 to schedule time.
- ☐ Banner will be picked up within **1 week after** being displayed; if it is not picked up, the banner will be disposed of.

Form must be mailed or delivered to the above address or emailed to: 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 Vicki Long Signature Vicki Long Date 01/09/2025

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

PHOTO: FRIENDS OF THE CADILLAC LIBRARY BANNER





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

Today's Date 8/20/25

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 KISS 50th Anniversary Celebration Drone Show and WKLT Radio Truck

Contact Person Marci Hensley and Kevin Blue

Contact Phone 231-775-0657 Contact Email marci@cadillacmichigan.com

Date: 10/10/2025

Street Closures

Street Name Chestnut St Beginning Location Lake St Ending Location Linden St

Beginning Time 2:00 PM Ending Time 11:00 PM

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 10/09/25-10/10/25

Parking Lot Closures

Lot Location Veterans Park Parking Lot Street Chestnut Nearest Cross Street Linden

Beginning Time 4pm Ending Time 12am

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 Marci Hensley Signature _____ Date 8/20/25

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



RECEIVED
MUST BE OFFICIALLY CITY DATE STAMP
JAN 24 2025

Reason for Request Downtown Trick or Treating
 Contact Person Marci Hensley- Cadillac Area Visitors Bureau & Beth Miller- Cadillac Area Chamber of Commerce
 Contact Phone 231-775-0657 Contact Email marci@cadillacmichigan.com & bmiller@cadillac.org

Streets _____	Date Approved _____	Comments _____
Parks _____	Date Approved _____	Comments _____
Fire _____	Date Approved _____	Comments _____
Police _____	Date Approved _____	Comments _____
City Manager _____	Date Approved _____	Comments _____
City Council _____	Date Approved _____	Comments _____



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

Today's Date 8-1-25

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 Trunk or Treat Road Closure--

Contact Person Harri Dumas

Contact [REDACTED] Contact Email [REDACTED]

Date: <u>Oct 25, 25</u>		Street Closures	
Street Name <u>Hemlock</u>	Beginning Location <u>Stop Sign</u>	Ending Location <u>N. Park</u>	
	Beginning Time <u>4pm</u>	Ending Time <u>10pm</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 Harri Dumas Signature Harri Dumas Date August 1st 2025

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

REQUEST FOR BLOCK PARTY

Person/Group requesting block party First Presbyterian Church
Street Requested for block party Harris St. (between Simon + Shelby)
Close Street Between (cross st) Simon and
(cross street) Shelby
Date of Requested Use Oct. 24

Start Time 5:30 pm End Time 8:30 pm
Contact Person Donice Koetje or Mike Horlocker
Address 221 E Harris St.
Phone # 231 775-7111 (no text messages)

*Please draw area to be blocked off or supply map

Date Submitted 9-2-25
Signature Donice Koetje Donice Koetje

Approval: Coordinator's Office/Date _____

City Manager/Date _____

Public Works/Date _____

Sent to Mallory @
mrvandermeulen@cadillac-mi.net
on 9-2-25

September 15, 2025

Council Communication

Re: Request to hang purple lights on light poles for Domestic Violence Awareness Month

Oasis Family Resource Center provides services to Wexford/Missaukee residents who have experienced domestic violence and sexual assault, including emergency temporary shelter, transitional housing, counseling, advocacy, and case management. October is Domestic Violence Awareness month. This year, in addition to their annual candlelight vigil and pop-up education & awareness sessions, they are also asking downtown businesses to partner with them in bringing awareness to domestic violence and the services that are available to those who have been victimized by displaying purple lights in their storefront windows and making informational DV awareness brochures available to their patrons.

They are asking the City to support their awareness efforts by hanging purple lights (which they will provide) in the core downtown Cadillac area during the month of October. They would love to see the entire downtown area glowing purple during October so that survivors know that they are not alone, that they are supported by their community, and that there are services available to help them.

Recommended Action

It is recommended that City Council approve the request to hang purple lights on light poles in the core downtown area during the month of October for Domestic Violence Awareness Month.

September 15, 2025

Council Communication

Re: Zion Lutheran Church Temporary Sign for Craft Show

Zion Lutheran Church is hosting the annual Craft and Bake Sale on Saturday, October 18th, 2025 at 350 Pearl Street. The church is requesting to place two yard style signs, show in the attached image, in the right-of-way. The first will be placed at the corner of South Mitchell Street and Pearl Street, the second will be placed at the corner of Sunnyside Drive and Pearl Street. The signs would be placed in the right-of-way for two days, October 17 and 18.

The application, an image of the sign, and a letter are attached for your review.

Requested Council Action

Council is asked to approve the temporary sign permit application for Zion Lutheran Church to place two yard signs in the right-of-way for two days in in coordination with the annual craft show.



Permit Number: PS15-25 Date: 9/11/25
Zoning District _____ Payment Received: _____
Fee (Circle one) Permanent \$20 Temporary \$10
Approved By: _____

Sign Permit Application

Applicants Name Zion Lutheran Church Phone 231-775-9821
Applicants Email Address zionlutherancadillac@gmail.com
Applicant's Address 350 Pearl St.
Site Address (If Different) _____
Business Name Zion Lutheran Church
Property Owner's Name Zion Lutheran Church
Property Owner's Address _____

Circle Sign Type WALL POLE PROJECTING HANGING MONUMENT
If sign is temporary, how many days will it be projected? one day Oct. 1st

Circle Purpose Type INSTITUTION BUSINESS DISPLAY
Value of Sign \$50 Height under 4 feet Width under 2.5 feet
Set Back(s) six feet
Height of Building (if applicable) _____

****ALL SIGN PERMIT APPLICATIONS MUST INCLUDE A COMMERCIAL BUILDING PERMIT****

****ALL SIGN PERMIT APPLICATIONS REQUIRE A DRAWING OR SKETCH OF THE SITE****

DRAWINGS MUST INCLUDE THE FOLLOWING:

- HEIGHT AND WIDTH OF SIGN
- LIGHTING SPECIFICATIONS
- TOTAL DISPLAY AREA
- PROJECTION DISTANCE FROM BUILDING WALL

I hereby certify that the proposed work is authorized by the property owner and will comply with the local and state laws. This permit will become null and void if work is not started within six months from date of permit.

Applicant Signature Mike Coy Date Sept 10, 2025

Payment Code: ZONING

September 10, 2025

To: City Council

From: Zion Lutheran Church Fall Craft & Bake Sale Committee

Re: Temporary signage

Zion Lutheran Church will be having its annual Craft and Bake Sale on Saturday October 18th, 2025 at our church located at 350 Pearl Street. Funds raised are used for our Project Christmas gift donations and booth cost. Zion annually provides families with new socks and underwear at Project Christmas.

We would like to place two yard type signs on the city owned right-of-way advertising the craft sale. One at the corner of South Mitchell Street and Pearl Street. The other at the corner of Sunnyside Drive and Pearl Street. The signs will be place out on Friday October 17th and removed Saturday afternoon after the sale. The Craft and Bake Sale runs from 9:00 am until 2:00 pm on the 18th.

We also place a sign on the church property in the front yard the week before the sale.

This request is similar to our request for placement of these signs in previous years.

Sincerely,

Mike Coy





ZION
LUTHERAN CHURCH
350 Pearl St.
CRAFT SHOW
THIS SATURDAY
9am TO 2pm



September 15, 2025

Council Communication

Re: Cadillac West Hay Days Festival

Members of the Cadillac West Corridor Improvement Authority have partnered with several local business owners to launch the inaugural Hay Days Festival. This one-day event will take place the first Saturday of October annually, this year on October 4, 2025, 9:00 am-4:00 pm. Hay Days festival will include 30+ vendors, a petting zoo, touch – a – truck, a hay maze, trick or treating and more! This festival is in conjunction with a three-day event taking place at the Mitchell State Park, Fall Festival. Mitchell State Park will be opening to the public for an hour of Trick-Or-Treating at 4:30-5:30 pm.

Attached are a schedule and draft map of events. All events will be taking place on private property; there will be no street closures or items for council to approve. Attendees are asked to please follow the walking paths noted on the map, stay safe and do not attempt to cross M-115 outside of the tunnel.

City Council is invited to join in the festivities and be a part of the grassroots efforts to revitalize Cadillac West.

CADILLAC HAY DAYS

WEST SIDE STYLE

SATURDAY OCTOBER 4TH, 2025
9AM -4PM in Cadillac West

CARAMEL CORN
TRICK-OR-TREATING
MOBILE- ZOO
PIE EATING CONTEST
SCARECROW MAKING
TOUCH-A-TRUCK
FOOD VENDORS
HAY MAZE
CRAFT SHOW
(40+ VENDORS)

*A collaborative initiative to
revitalize & energize the
Cadillac Westside.*



For All Questions : (Volunteering, Participating or Vendors) Please contact Kevin Dewey
kdewey@chicostacohouse.com or 616-318-1795





September 15, 2025

COUNCIL COMMUNICATION

Re: Reappointment of Kevin Fent to a Three-Year Term on the Planning Commission

Kevin Fent has expressed his interest in continuing his service on the Planning Commission for another three-year term. He has served an impressive 24 years on the Planning Commission; he was originally appointed in 2001.

Requested Council Action:

Motion to reappoint Kevin Fent to a three-year term on the Planning Commission, which will expire on 10/17/2028.

September 15, 2025

Council Communication

Re: Digester Slide Plates

The slide plates on the digester at the wastewater treatment plant have completely worn out and need to be replaced. These slide plates essentially allow the digester lid to float up and down and capture the methane gas that is produced in the digester. This captured gas is then reused in the wastewater plant. The digester lid has started to tilt and may become wedged in place if these slides are not replaced. This is the first step in resolving this issue, but may not completely resolve problem which may require further investigation and repairs after these slides are installed.

These slides are produced by a single source which is the manufacturer of the digester. This company, WesTech has submitted a quote for \$19,540 for the parts.

Recommended Action

It is recommended that City Council waive competitive bidding and authorize the purchase of digester slide plates from WesTech in the amount of \$19,540. Funds are available in the Water and Sewer Fund.

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September 15, 2025

Council Communication

*Re: Funding Application – Chestnut Street Railroad Crossing Reconstruction
Local Agency Highway-Railroad Grade Crossing Surface Improvement Projects*

The railroad crossing at Chestnut Street, for the Great Lakes Central Railroad (DOT Crossing Number 000 613 D), presents serious safety and accessibility concerns, including:

- Extremely rough surface for vehicles
- Dangerous for bicycles
- Poor pedestrian infrastructure

These conditions present potential for damage to vehicles, risk of bicycle tire entrapment or falls, and a sidewalk crossing that is not up to current ADA standards.

The City will be applying for Local Agency Highway-Railroad Grade Crossing Surface Improvement Project funding for the Chestnut Street railroad crossing prior to September 30. The funding is through the Michigan Department of Transportation's (MDOT) Local Grade Crossing Surface Program, which provides funding to local road agencies and railroads for the repair and reconstruction of railroad crossing surfaces on local roads. This is a highly competitive grant program. The grant is a fully funded grant. MDOT provides 60% funding match, and the railroad (Great Lakes Central Railroad) provides the remaining 40% match for eligible project costs.

To further strengthen the application and improve competitiveness in the scoring process, the City plans to commit to a future roadway surface improvement project on the remaining section of Chestnut Street, extending to Lake Street. This work is scheduled to be included in the City's 2026 Streets Construction Program, contingent upon receiving the crossing grant.

Great Lakes Central Railroad is currently preparing a project estimate for the reconstruction of the crossing surface and approaches, which will be included in the application package along with a letter of support from the City.

Recommended Action

It is recommended that City Council pass a motion of support for the Local Agency Highway-Railroad Grade Crossing Surface Improvement grant application.

September 15, 2025

Council Communication

Re: Shared Streets and Spaces Grant (SSSG): Lakeside District Improvements

The City of Cadillac was awarded a Shared Streets and Spaces Program grant in the amount of \$200,000. The funding has already been received by the City and receipts will be submitted as funding is spent. Any unspent funds will be returned to the Grantor.

Per the grant application and award, the funds are to be used for:

1. Pavilion structures at The Trailhead and at the Haynes Street Micro-Park;
2. Green pavement markings for bike lane delineation
3. Wayfinding Signage
4. Tables and chairs for The Market

Pavilions

Quotes have been obtained from 2 companies for 20-foot x 20-foot square pavilions. These will be powder-coated steel structures. The pavilion placed at The Trailhead would include a cupola on the roof to match the clock tower aesthetics. Quotes for the 2 structures are **\$70,000 (Poligon) and \$80,000 (Fifthroom)** (material only). Site work for concrete is estimated at **\$18,500**.

Installation of pavilions is planned to be completed by City staff. (Contractor installation was quoted at \$50,000. This is not included in the grant funding but is being provided for Council's information only.) Approval for this portion of the project will be early 2026 with estimated completion in May or June 2026.

Green Pavement Markings for Bike Lanes

During The Trailhead construction in 2022 approximately 1000 square feet of green pavement markings were installed at Lake Street & Chapin Street intersection as well as Lake Street & South Street intersection. An additional 2,000 square feet of markings is planned at Lake Street & Harris Street; Lake Street & Chestnut Street; Chestnut Street & Linden Street, Chestnut & Leeson Avenue, and other locations along the Lake Cadillac Circle Tour. The budgeted amount is **\$30,000**. This portion of the project will be added to a street line marking bid in early 2026 with estimated May 2026 completion.

Wayfinding Signage

Rightside Design Group has been the sole source vendor, providing all of the city wayfinding signs while working alongside the Visitors Bureau. These signs include area maps and changeable QR codes for events and attractions. Additional signs are to be installed at quoted cost of **\$48,000**.

Furniture for Cadillac Commons

Tables, chairs, picnic benches, and storage carts are to be purchased to be used for public events at The Market and The Plaza areas of the Cadillac Commons. These will be stored in the newly constructed storage room at the restroom building at The Market. Site furniture will be purchased based on quality, availability, and value. The budget for the furniture is **\$23,500**.

September 15, 2025

Council Communication – SSSG Lakeside District Improvements

Page 2

Recommended Action

It is recommended that City Council waive competitive bidding and authorize the spending of Shared Streets and Spaces Grant funds for wayfinding signage and furniture in accordance with the estimates and information presented. Grant funding for these amenities has already been received and an appropriation for this project will be included in an upcoming budget amendment.

September 15, 2025

Council Communication

Re: DDA'S APPLICATION TO MICHIGAN MAIN STREET SELECT LEVEL PROGRAM

At a regular meeting of the Downtown Development Authority (DDA) held on Wednesday, August 27, the DDA voted unanimously in support of a resolution to apply to the Michigan Main Street Select Level Program.

As presented to Council on August 18, 2025, by DDA Director Travis Owens, the Select Level Program is the next step for Cadillac's Main Street District. Entry into the Select Level Program comes with additional technical, planning and other services from the Michigan Main Street Center.

Recommended Action

Adopt the attached resolution to support and cooperate with the DDA's application to Michigan Main Street Select Level Program.

CADILLAC DOWNTOWN DEVELOPMENT AUTHORITY

RESOLUTION NO. 2025-01

**RESOLUTION TO APPLY TO BECOME A SELECT LEVEL COMMUNITY IN THE
MI MAIN STREET PROGRAM**

At a regular meeting of the Board of the Cadillac Downtown Development Authority (the "DDA") in the City of Cadillac, County of Wexford, State of Michigan, held at the city offices located at 200 N. Lake Street, Cadillac, Michigan 49601 on the 27th day of August, 2025 at 8:30 a.m.

PRESENT: Kelsey, Grunow, Barnes, Bosscher, Crawley, Fekete, Arn

ABSENT: Peccia, Huckle, Goodman

The following preamble and resolution was offered by Kelsey and seconded by Bosscher.

WHEREAS, the Authority may adopt resolutions to fund public improvements in the downtown district of Cadillac, and otherwise to promote downtown Cadillac; and

WHEREAS, the DDA entered the Michigan Main Street program in 2023; and

WHEREAS, the DDA completed steps in the Engaged Level Work Plan including but not limited to hiring a director, completing a Main Street business inventory, mapping the Main Street District, creating a Main Street Budget, developing a communication plan; and

WHEREAS, Downtown is vital to our community's identity, vitality and quality of life; and

WHEREAS, it is the DDA's intent to attract, retain and expand businesses in the downtown district, and to work on the continued improvement, revitalization and development and to promote Downtown Cadillac; and

WHEREAS, the Select Level of Michigan Main Street will provide resources such as training, analytics, market research, technical assistance, branding and funding that will assist the DDA in accomplishing its goals; and

NOW, THEREFORE, the Board of the Cadillac Downtown Development Authority, in the City of Cadillac, County of Wexford, State of Michigan, resolves as follows:

1. The DDA hereby agrees to advance participation in the Michigan Main Street Program by applying to become a Select Level Community, a five-year commitment.
2. The DDA hereby authorizes its Director to execute any and all documents and take any and all other actions as may be necessary or appropriate in order to enter into the Select Level of the Michigan Main Street program.
3. 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.

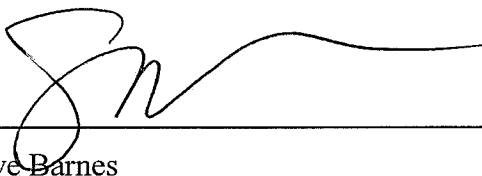
A vote on the foregoing Resolution was taken and was as follows:

YEAS: Kelsey, Grunow, Barnes, Bosscher, Crawley, Fekete, Arn

NAYS: .

STATE OF MICHIGAN)
)
COUNTY OF WEXFORD)

I, the undersigned, the duly qualified and acting Chairperson of the Cadillac Downtown Development Authority, City of Cadillac, County of Wexford, State of Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of Resolution No. 2025-01 duly adopted at a regular meeting taken by the Board of the Downtown Development Authority held on the 27th day of August, 2025.



Steve Barnes
Chairperson

City Council

200 North Lake Street
Cadillac, Michigan 49601
Phone (231) 775-0181
Fax (231) 775-87556



Mayor
Tiyi Schippers

Mayor Pro-Tem
Robert J. Engels

Councilmembers
Bryan Elenbaas
Ruthann French
Scott Hopkins

RESOLUTION NO. 2025-XX

**A RESOLUTION TO SUPPORT AND COOPERATE WITH DDA’S APPLICATION TO MICHIGAN MAIN
STREET SELECT LEVEL PROGRAM**

At a meeting of the City Council of the City of Cadillac, Wexford County, Michigan, held in the Council Chambers, Cadillac Municipal Complex, 200 N. Lake Street, Cadillac, Michigan, on the 15th day of September 2025, at 6:00 p.m.

PRESENT: Councilmembers: _____

ABSENT: Councilmembers: _____

The following preamble and resolution were offered by Councilmember _____, and seconded by Councilmember _____:

WHEREAS, a vibrant downtown is vital to our community’s identity, vitality, and quality of life; and

WHEREAS, the City supports improvements and enhancements to downtown Cadillac and has demonstrated this by supporting downtown projects and events; and

WHEREAS, the City desires to attract, retain, and expand businesses in the downtown district, and to continue the improvement, revitalization, and development of the City of Cadillac; and

WHEREAS, the Michigan Main Street Program provides technical expertise, training, and services to Michigan communities committed to the Main Street Four Point Approach; and

WHEREAS, the Michigan Main Street Center at the Michigan Economic Development Corporation provides consulting services to communities that strengthen commercial

activity and improve buildings in a community's downtown through Design, Economic Vitality, Promotion, and Organization; and

WHEREAS, the Downtown Development Authority (the "DDA") has completed the requirements of the Engaged Level and desires to apply for Cadillac to become a Select Level community in order to obtain additional technical, planning, and other services from the Michigan Main Street Center; and

WHEREAS, the DDA has requested the support of the City of Cadillac in making the application to the Select Level of participation in the program; and

WHEREAS, the DDA will be responsible for implementing the Main Street program; and

WHEREAS, the City of Cadillac recognizes and affirms its commitment to continue providing staff support to the DDA, our local Main Street organization.

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

1. The City will support the DDA in its application to, and implementation of, the Michigan Main Street Program at the Select Level, and to meet the minimum participation standards as set forth above.
2. The City will support the DDA in striving to meet the Ten Standards of Performance set by the National Trust for Historic Preservation's National Main Street Center, including broad-based community support, vision and mission statements, comprehensive work plans, a historic preservation ethic, active boards and committees, adequate operating budget, professional management, ongoing training, reporting of statistics, and maintaining National Main Street Network membership.
3. 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.

AYES: Councilmembers: _____

NAYS: Councilmembers: _____

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 15th day of September, 2025.

Sandra Wasson
Cadillac City Clerk

September 15, 2025

Council Communication

Re: Copper Trail Duplexes Brownfield Project

A Brownfield Plan is being proposed for the development of one vacant parcel east of Kentucky Avenue in the City of Cadillac into 9 duplexes with 18 units, 9 of which will be income verified with target rents for qualified households at 80% to 120% Area Median Income.

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 Housing Development Eligible Activity costs, primarily infrastructure improvements that will reduce the purchase price and increase affordability.

The Brownfield Plan was presented to and approved by the City of Cadillac Brownfield Redevelopment Authority at their September 9, 2025 meeting.

Attached is a resolution for consideration by the City Council to set the public hearing for the City Council for September 26, 2025 meeting at 4:00 p.m. The special meeting is being requested because the project will lose a major Michigan Economic Development Corporation (MEDC) grant unless the Brownfield Plan is approved by the City Council prior to September 30. The Brownfield Plan will be presented for City Council consideration at that special meeting.

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

Action	Entity	Date
Approve Brownfield Plan	CBRA	September 9
Set Public Hearing for August 4	City Council	September 15
Send Notices to Taxing Jurisdictions	Mac/Sandi	September 16
Hold Public Hearing	City Council	September 26
Approve Brownfield Plan	City Council	September 26

Recommended Action

Approve the attached resolution to establish a public hearing for the Copper Trail Duplexes Brownfield Plan for September 26, 2025 special 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 Elenbaas
Ruthann French
Scott Hopkins

RESOLUTION NO. _____

RESOLUTION SETTING PUBLIC HEARING FOR COPPER TRAIL DUPLEXES BROWNFIELD PLAN

At a regular meeting of the Cadillac City Council held at Cadillac City Hall, 200 North Lake Street, Cadillac, Michigan on September 15, 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 City of 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 development of one vacant parcel east of Kentucky Avenue in the City of Cadillac into nine duplexes with eighteen units, nine of which will be income verified for qualified households at 80% to 120% Area Median Income; and

WHEREAS, the Copper Trail Duplexes Brownfield Plan was submitted to the CBRA that: (1) establishes the properties as Eligible Property, (2) outlines 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, on September 9, 2025, the CBRA reviewed, approved, and recommended approval of the Brownfield Plan to the City Council, finding the Brownfield Plan met 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 a September 26, 2025 special 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 Copper Trail Duplexes Brownfield Plan shall be held on September 26, 2025, at 4:00 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 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 15th day of September, 2025.

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

September 15, 2025

Council Communication

Re: MSHDA Community Development Block Grant (CDBG) Application

The City of Cadillac will be applying for a Community Development Block Grant (CDBG), administered through MSHDA MI Neighborhood Program, to fund the construction and engineering of Chapin Street, between Mitchell Street and Shelby Street, which is adjacent to the Lofts project. In addition to street reconstruction, the improvements will include water main, sanitary sewer, storm sewer, on-street parallel parking, and concrete sidewalk.

The total CDGB award amount applied for will be \$873,200, which will require a leveraged fund commitment of \$460,000 from the City of Cadillac. The matching funds are on hand from the bond issue taken out in 2020 and have been set aside for this purpose.

Recommended Action

It is recommended that City Council adopt the resolution to apply for the Community Development Block Grant administered through the MSHDA MI Neighborhood program, which includes the commitment of the matching funds of \$460,000, and authorizes Marcus Peccia, City Manager, to sign as the Authorized Official.

RESOLUTION NO. 2025-XXXX

**RESOLUTION TO APPLY FOR MSHDA MI NEIGHBORHOOD COMMUNITY
DEVELOPMENT BLOCK GRANT**

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 the 15th day of September 2025, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the MSHDA MI Neighborhood Program has invited Units of General Local Government to apply for a Community Development Block Grant (CDBG); and

WHEREAS, the City of Cadillac desires to request \$873,200 in CDBG funds to improve the capacity and usefulness of Infrastructure Improvements to Chapin Street and Mitchell Street. Chapin Street reconstruction is necessary to install parking, sidewalk, water and sewer for the residential units of the Lofts project, which consists of 50 apartment units and 2,500 square feet of commercial space; and

WHEREAS, the City of Cadillac commits local matching funds in the amount of \$460,000; and

WHEREAS, the proposed project is consistent with the local Community Development Plan as described in the Application; and

WHEREAS, the City of Cadillac possesses legal authority to submit this CDBG Grant Application; and

WHEREAS, all activities will be taken for the purpose of providing permanent residential structures; and

WHEREAS, no project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by MSHDA; and

NOW, THEREFORE, BE IT RESOLVED that the City of Cadillac hereby designates Marcus Peccia, City Manager, as the Environmental Review Certifying Officer, the person authorized to certify the Michigan CDBG Application, the person authorized to sign the Grant Application, Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

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-XXXX duly adopted at a meeting of the City Council held on the 15th day of September 2025.

Sandra Wasson
City Clerk