



**Lives Built Here
AGENDA**

March 31, 2025

Regular Meeting – 6:00 P.M.

- Call to Order
- Pledge of Allegiance
- Roll Call
- Review Minutes of Regular Meeting of February 24, 2025 – page 3
- Review Minutes of Committee of the Whole Meeting of March 12, 2025 – page 7
- Review Financial Statement ending February 28, 2025 – page 9
- Citizen Comments
- Budget and Finance
 - Approval of Bills
 - Discuss Industrial Park Property for Sale
 - Adopt Resolution to Submit Match on Main Application on behalf of The Oak Room, LLC – pg 31
 - Discuss Compensation for Village President and Council
- Public Services Committee
 - Approve Purchase of Police Interceptor Utility Vehicle – page 33
- Personnel and Public Safety
 - Paid Time Off (PTO) Policy for Part Time Employees – page 35
- Parks and Recreation Committee
- Downtown Development Authority– Meeting Minutes of February 11, 2025 - page 37
 - Receive and File 2024 DDA Annual Report – page 39
- Economic Development Corporation– Meeting Minutes of February 11, 2025 - page 49
 - Receive and File 2024 EDC Annual Report – page 51
- Planning Commission– Meeting Minutes of February 4, 2025 - page 57
 - Receive and File 2024 Planning Commission Annual Report – page 59
 - Introduction and First Reading of Proposed Ordinance #201, Residential Storage Containers and Dumpsters – page 65
- Manager's Report – page 69
- Communications
- Other Business
 - Closed Session, in accordance with MCL Public Act No. 267 of 1976, as amended, Section 15.268, Sec. 8, (d), – to consider the purchase or lease of real property
 - Consider Real Property Purchase for Lift Station
- Adjournment

April 2025 Meetings and Events:

April 8 – DDA/EDC Meeting, 1:30 pm
April 8 – Parks and Recreation Committee, 4 pm
April 8 – Planning Commission, 7 pm
April 9 – Personnel & Public Safety Committee, 4 pm
April 18 - Offices Closed – Good Friday Observed
April 23 – Public Services Committee, 12 pm
April 28 – Budget & Finance Committee, 5 pm
April 28 – Council Meeting, 6 pm

A Regular Meeting of the Cass City Village Council was held at the Cass City Municipal Building on Monday, February 24, 2025, at 6:00 p.m. Council Members present: President Robert Piaskowski, Trustees: Jordan Goka, Dustin Griesing, Michael Kim and Eric Oslund. Excused: Kevven Dorland and Jeffrey Benkelman.

Public Hearing – Proposed Ordinance #200, Permitted Use of First Floor Buildings in Community Business Districts

MOTION# 2025.2.24-01

MOTION by Kim, Supported by Trustee Griesing, to open a public hearing to receive comments on the **Proposed Ordinance #200, Permitted Use of First Floor Buildings in Community Business Districts**. Roll Call Vote: Benkelman: excused, Dorland: excused, Griesing: yea, Goka: yea, Kim: yea, Oslund: yea, Piaskowski: yea. MOTION CARRIED 5 yeas 0 nays 2 excused

A Public Hearing began at 6:02 pm to receive public comments on the **Proposed Ordinance #200, Permitted Use of First Floor Buildings in Community Business Districts**.

There were no comments from the public. Trustee Griesing inquired if the proposed ordinance was approved by the Cass City Planning Commission, (which it had been).

MOTION# 2025.2.24-02

MOTION by Trustee Oslund Supported by Trustee Griesing, to close a public hearing to receive comments on **Proposed Ordinance #200, Permitted Use of First Floor Buildings in Community Business Districts**. Roll Call Vote: Benkelman: excused, Dorland: excused, Griesing: yea, Goka: yea, Kim: yea, Oslund: yea, Piaskowski: yea. MOTION CARRIED 5 yeas 0 nays 2 excused

The Public Hearing was closed at 6:04 pm.

MOTION# 2025.2.24-03

MOTION by Trustee Kim, Supported by Trustee Goka, to receive, approve, and file the minutes of the January 27, 2025, Regular Meeting. MOTION CARRIED 5 yeas 0 nays.

MOTION# 2025.2.24-04

MOTION by Trustee Goka, Supported by Trustee Oslund to receive, and accept the Financial Statements of January 31, 2025. MOTION CARRIED 5 yeas 0 nays.

There were no comments during Citizen Comments.

MOTION# 2025.2.24-05

MOTION by Trustee Goka, Supported by Trustee Griesing, to receive and file the Village of Cass City Accounts Payable paid invoices. MOTION CARRIED 5 yeas 0 nays.

MOTION# 2025.2.24-06

MOTION by Trustee Kirn, Supported by Trustee Griesing to approve the proposal from Davey Resource Group, Inc. to conduct a tree inventory and related services in the amount of \$17,000 with funds from #202-470-800.000 and #203-470-800.000. MOTION CARRIED 5 years 0 nays.

MOTION# 2025.2.24-07

MOTION by Trustee Kirn, Supported by Trustee Oslund to approve the proposal from McKenna to conduct a Graphics Update and Document Production of the Master Plan for the Village of Cass City in the amount of \$8,000 with funds from account #101-722-800. MOTION CARRIED 5 years 0 nays.

MOTION# 2025.2.24-08

MOTION by Trustee Griesing, Supported by Trustee Goka to approve the Parks Restructuring Plan, eliminating the Parks Supervisor position, reducing the Budget Line-Items, Parks Part Time Wages (101-754-707) of \$26,534 and Parks Fringes (101-754-714) of \$3,601. MOTION CARRIED 5 years 0 nays.

MOTION# 2025.2.24-09

MOTION by Trustee Griesing, Supported by Trustee Goka, to authorize the Village Manager, Deboria Powell, to enter into an online auction contract with Albrecht Auction/BidNow.us for the sale of Village of Cass City vehicles and equipment. MOTION CARRIED 5 years 0 nays.

MOTION# 2025.2.24-10

MOTION by Trustee Griesing, Supported by Trustee Goka, to approve the listing and sale of excess vehicles and equipment in the Parks Department (Motor Vehicle Fund) via Albrecht Auction/BidNow.us to include: a 1974 Chevy C-30 truck; a 2004 Chevy Silverado truck; and a generator/welder, with minimum bid reserves. MOTION CARRIED 5 years 0 nays.

MOTION# 2025.2.24-11

MOTION by Trustee Griesing, Supported by Trustee Kirn, to receive and file the minutes of the Cass City Downtown Development Authority (DDA) held on January 14, 2025. MOTION CARRIED 5 years 0 nays

MOTION# 2025.2.24-12

MOTION by Trustee Kirn, Supported by Trustee Griesing, to receive and file the minutes of the Cass City Economic Development Corporation (EDC) held on January 14, 2025. MOTION CARRIED 5 years 0 nays

MOTION# 2025.2.24-13

MOTION by Trustee Oslund, Supported by Trustee Griesing, to receive and file the minutes of the Cass City Planning Commission held on January 15, 2025. MOTION CARRIED 5 years 0 nays

MOTION# 2025.2.24-14

MOTION by Goka, Supported by Trustee Oslund, to adopt **Ordinance #200, Permitted Use of First Floor Buildings in Community Business Districts**. Roll Call Vote: Benkelman: excused, Dorland: excused, Griesing: abstain, Goka: yea, Kirn: yea, Oslund: yea, Piaskowski: yea.
MOTION CARRIED 4 yeas, 0 nays, 1 abstain, 2 excused

The Manager's Report was reviewed.

MOTION# 2025.2.24-15

MOTION by Trustee Kirn, Supported by Trustee Griesing, to adjourn the meeting at 6:43 pm.
MOTION CARRIED 5 yeas 0 nays.

Nanette S. Walsh

Nanette Walsh, CMC, CPFA, CPFIM, MiCPT

VILLAGE OF CASS CITY

ORDINANCE NO. 200

AN ORDINANCE TO AMEND ZONING

CHAPTER 46 ZONING, SECTION 46.3.1.8 COMMUNITY BUSINESS,
ARTICLE B PERMITTED USES, SUBSECTION 12 RESIDENTIAL OCCUPANCY OF
FIRST (GROUND) FLOOR

THE VILLAGE OF CASS CITY ORDAINS:

Section 1. The Village Council of Cass City hereby amends the Village Ordinance, Section 46-3.1.8, Community Business, Article B, Permitted Uses, to include the following:

“Sec. 46-3.1.8 Permitted Uses.

(12)Residential Occupancy of First (ground) Floor:

The first (ground) floor of a building may be used for residential, one-family occupancy, only if the following conditions are met:

- A) Each first-floor dwelling unit must have a **separate, non-public front egress, or an egress in the side or rear of the building.**
- B) Exterior design and façade materials of the new or redeveloped residential building shall complement or be comparable to the façade plan of surrounding residential/commercial structures.”
- C) Commercial/Business Space shall be located in the front of the building.
- D) **Living Units shall be located in the rear of the building.**
- E) **Living Space shall not exceed 50% of total first floor building space.**

A MOTION TO CONDUCT THE SECOND READING AND ADOPT PROPOSED ORDINANCE # 200, TO AMEND ZONING AMENDMENT; CHAPTER 46 ZONING, SECTION 46.3.1.8 COMMUNITY BUSINESS, ARTICLE B PERMITTED USES, SUBSECTION 12 RESIDENTIAL OCCUPANCY OF FIRST (GROUND) FLOOR

Was offered by Trustee Goka and supported by Trustee Oslund

Roll Call Vote: Benkelman: excused, Dorland: excused, Griesing: abstain, Goka: yea, Kim: yea, Oslund: yea, Piaskowski: yea. MOTION CARRIED 4 yeas, 0 nays, 1 abstain, 2 excused

Resolution: **Approved**

Section 2. This Ordinance is hereby declared to have been adopted by the Village of Cass City Council at a meeting thereof duly called and held on the 24th day of February, 2025 and ordered to be given effect immediately upon its adoption.

Robert Piaskowski, Village President

Nanette Walsh, Village Clerk

A Committee of the Whole Meeting of the Cass City Village Council was held Wednesday, March 12, 2025 at 6:00 p.m. at the Municipal Building.

Present: President Robert Piaskowski, Trustees: Kevven Dorland, Jordan Goka, Michael Kim, Eric Oslund, Dustin Griesing

Excused: Jeffrey Benkelman

Staff Present were Debbie Powell, Village Manager, Nanette Walsh, Clerk/Treasurer, Jim Freeman, Police Chief, Ryan Pierce, Police Sergeant, RJ Klaus, Utilities Superintendent, Melanie Radabaugh, Parks and Recreation Director, Laken Chapin, CEDAM Fellow

Manager Powell gave a presentation on Housing Grants available through the Michigan State Housing Development Authority (MSHDA), and the CDBG (Community Development Block Grant) program. The reimbursement-based program would allow for eligible home occupied owners to utilize up to \$40,000 in home upgrades, and for unoccupied (rental) housing buildings to utilize up to \$100,000 in upgrades. Great Lakes Housing Services would administer the CDBG program for a 18% admin fee.

The Village Council requested additional information on the MSHDA/CDBG Housing Development Program at the May 2025 Committee of the Whole Meeting.

Discussion commenced on amending the Village Ordinance, Article II, Village Council, Sec 2-31, Compensation of president and members. Proposed language changes to include "allowance" for meetings and deleting annual maximum amounts. A survey of local communities' council compensation amounts were requested, and will be presented at the next Budget and Finance meeting.

There were no Citizen's Comments.

By consensus, the meeting was adjourned at 6:50 p.m.

Nanette S. Walsh

Nanette Walsh, CMC, CPFA, CPFIM, MiCPT

Village of Cass City

Financial Statements

Month Ending 2/28/25

16.16% of Fiscal Year

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	2025 MONTH INCR (DECR)	ACTIVITY FOR MONTH 02/28/25	YTD BALANCE 02/28/2025	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 101 - GENERAL FUND								
101-000-402.000	REAL PROPERTY TAXES	677,990.00	0.00	0.00	0.00	0.00	677,990.00	0.00
101-000-404.000	REAL PROPERTY TX-PA359 (PROMOTIONS)	37,000.00	0.00	0.00	0.00	0.00	37,000.00	0.00
101-000-405.000	SPECIAL ASSESSMENT REVENUES	71,200.00	0.00	0.00	0.00	0.00	71,200.00	0.00
101-000-410.000	PERSONAL PROPERTY TAXES	60,393.00	0.00	0.00	0.00	0.00	60,393.00	0.00
101-000-418.000	PER PROP TAX-PA 359 (PROMOTIONS)	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
101-000-445.000	PENALTIES & INTEREST TAXES	262.00	0.00	0.00	0.00	0.00	262.00	0.00
101-000-447.000	COLLECTION FEES TAXES	11,000.00	0.00	0.00	0.00	0.00	11,000.00	0.00
101-000-451.000	LIQUOR LICENSE FEES	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00
101-000-543.000	STATE GRANT-PA 302 FUNDS	900.00	0.00	0.00	0.00	0.00	900.00	0.00
101-000-573.000	LOCAL COMM STABILIZATION SHARE (LCAS)	165,000.00	0.00	0.00	0.00	0.00	165,000.00	0.00
101-000-574.000	STATE SHARED REVENUE	328,786.00	0.00	0.00	0.00	0.00	328,786.00	0.00
101-000-575.000	STATE SHARED REV, EVIP	61,791.00	0.00	0.00	0.00	0.00	61,791.00	0.00
101-000-581.000	REVENUES, CCPS: SCHOOL.RESOURCE.OFFICER	70,000.00	4,598.72	8,704.72	8,704.72	0.00	61,295.28	12.44
101-000-582.000	REVENUES, MCOLES GRANT, CPE/TRAINING	3,000.00	0.00	6,000.00	6,000.00	0.00	(3,000.00)	200.00
101-000-607.000	CABLE FRANCHISE FEES	30,000.00	0.00	0.00	0.00	0.00	30,000.00	0.00
101-000-608.000	ZONING PERMIT FEES	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
101-000-609.000	RENTAL REGISTRATION FEES	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
101-000-625.000	MISCELLANEOUS REVENUES	2,800.00	72.00	107.00	107.00	0.00	2,693.00	3.82
101-000-640.000	REFUSE FEES	177,797.00	13,382.13	13,448.72	13,448.72	0.00	164,348.28	7.56
101-000-651.000	SWIMMING FEES	73,388.00	200.00	200.00	200.00	0.00	73,188.00	0.27
101-000-652.000	ARTS / CRAFTS FEES	31,200.00	0.00	0.00	0.00	0.00	31,200.00	0.00
101-000-653.000	OTHER RECREATION FEES	5,800.00	0.00	490.00	490.00	0.00	5,310.00	8.45
101-000-655.000	ORDINANCE FINES	1,500.00	68.10	234.00	234.00	0.00	1,266.00	15.60
10 0-662.000	REFUSE PENALTIES	3,640.00	252.77	478.64	478.64	0.00	3,161.36	13.15
10 0-664.000	INTEREST & DIVIDENDS	15,000.00	1,041.04	2,896.00	2,896.00	0.00	12,104.00	19.31
10 0-671.000	MISCELLANEOUS REIMBURSEMENT	5,000.00	970.00	1,005.00	1,005.00	0.00	3,995.00	20.10
101-000-674.000	POOL DONATIONS/SPONSORSHIPS	5,500.00	0.00	0.00	0.00	0.00	5,500.00	0.00
101-000-675.000	DONATIONS FROM PUBLIC & PRIVATE	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
101-000-678.000	DONATIONS, MUSIC IN THE PARK	2,500.00	0.00	0.00	0.00	0.00	2,500.00	0.00
101-000-699.000	TRANSFERS IN, ADMIN CHRG	211,811.00	0.00	0.00	0.00	0.00	211,811.00	0.00
101-000-699.100	TRANSFER IN FROM FUND BALANCE	48,000.00	0.00	0.00	0.00	0.00	48,000.00	0.00

Fund 101 - GENERAL FUND:

TOTAL REVENUES 2,122,258.00 20,584.76 33,564.08 0.00 2,088,693.92 1.58

EXPENDITURE REPORT

PERIOD ENDING 02/28/2025

% Fiscal Year Completed: 16.16

YTD BALANCE
02/28/2025
NORM (ABNORM)

ENCUMBERED
YEAR-TO-DATE

UNENCUMBERED
BALANCE

% BGT
USED

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BGT USED
Fund 101 - GENERAL FUND							
101 - COUNCIL		8,008.00	64.27	1,864.27	0.00	6,143.73	23.28
172 - ADMINISTRATIVE		168,192.00	14,053.44	27,391.52	0.00	140,800.48	16.29
215 - CLERK STAFF		203,043.00	17,048.29	32,894.19	0.00	170,148.81	16.20
223 - FINANCE		20,500.00	0.00	0.00	0.00	20,500.00	0.00
261 - GENERAL GOVERNMENT		110,902.00	5,294.44	9,015.55	0.00	101,886.45	8.13
262 - ELECTIONS		107.00	0.00	0.00	0.00	107.00	0.00
265 - BUILDINGS & GROUNDS		38,013.00	4,364.49	6,967.26	0.00	31,045.74	18.33
291 - COMMUNITY PROMOTION (PA 359)		43,144.00	8,356.25	8,431.25	1,550.00	33,162.75	23.13
301 - POLICE DEPARTMENT		697,372.00	54,002.11	112,011.73	0.00	585,360.27	16.06
315 - CRIME & SAFETY		16,000.00	0.00	0.00	0.00	16,000.00	0.00
441 - MISC GOVERNMENT		13,500.00	0.00	0.00	0.00	13,500.00	0.00
441 - PUBLIC WORKS		87,203.00	33.24	33.24	0.00	87,169.76	0.04
520 - SOLID WASTE DISPOSAL		177,797.00	13,317.84	26,635.68	0.00	151,161.32	14.98
722 - PLANNING AND ZONING		71,732.00	5,219.95	9,272.47	0.00	62,459.53	12.93
752 - SWIMMING POOL		160,272.00	571.81	571.81	0.00	159,700.19	0.36
754 - PARKS DEPARTMENT		252,486.00	5,830.35	15,935.32	2,350.00	234,200.68	7.24
758 - RECREATION / DAYCAMP		23,852.00	0.00	0.00	0.00	23,852.00	0.00
Fund 101 - GENERAL FUND:		2,092,123.00	128,156.48	251,024.29	3,900.00	1,837,198.71	12.18
TOTAL EXPENDITURES							

ACTIVITY FOR
 MONTH 02/28/25
 INCR (DECR)

YTD BALANCE
 02/28/2025
 NORM (ABNORM)

ENCUMBERED
 YEAR-TO-DATE

UNENCUMBERED
 BALANCE

% BDGT
 USED

GL NUMBER	DESCRIPTION	2025	AMENDED BUDGET	INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 202 - MAJOR STREET								
202-000-402.000	MJ ST REAL PROPERTY TAXES		28,247.00	0.00	0.00	0.00	28,247.00	0.00
202-000-410.000	MJ ST PERSONAL PROPERTY TAXES		2,392.00	0.00	0.00	0.00	2,392.00	0.00
202-000-553.000	MJ ST GAS & WEIGHT		295,864.00	0.00	0.00	0.00	295,864.00	0.00
202-000-573.000	LOCAL COMM STABILIZATION SHARE (LCAS)		7,372.00	0.00	0.00	0.00	7,372.00	0.00
202-000-607.000	PA 48 METRO ACT, TELECOM RT OF WAY		14,638.00	0.00	0.00	0.00	14,638.00	0.00
202-000-664.000	INTEREST & DIVIDENDS		7,280.00	1,199.30	2,954.49	0.00	4,325.51	40.58
202-000-671.000	MJ ST MISC. REIMBURSEMENT		6,968.00	0.00	0.00	0.00	6,968.00	0.00
202-000-676.000	TRUNK LINE MAINTENANCE CONTRACT		51,576.00	0.00	0.00	0.00	51,576.00	0.00
202-000-690.000	MJ ST 1.5 MILLS CO. BRIDGE TAX		33,621.00	0.00	0.00	0.00	33,621.00	0.00

Fund 202 - MAJOR STREET:

TOTAL REVENUES 447,958.00 1,199.30 2,954.49 0.00 445,003.51 0.66

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDC USED
Fund 202 - MAJOR STREET							
463 - STREET MAINTENANCE		155,265.00	164.50	4,390.81	0.00	150,874.19	2.83
470 - R. O. W. MAINTENANCE		31,898.00	0.00	0.00	0.00	31,898.00	0.00
474 - SIGNS		7,758.00	0.00	0.00	0.00	7,758.00	0.00
478 - SNOW		103,381.00	6,447.96	12,878.82	0.00	90,502.18	12.46
486 - TRUNKLINE MAINTENANCE		6,933.00	0.00	0.00	0.00	6,933.00	0.00
488 - TRUNKLINE SWEEPING/FLUSHING		12,778.00	0.00	0.00	0.00	12,778.00	0.00
493 - STATE MONUMENT PROPERTY T.L.		1,322.00	0.00	0.00	0.00	1,322.00	0.00
494 - TRUNKLINE UTILITIES		12,300.00	40.28	40.28	0.00	12,259.72	0.33
497 - TRUNKLINE SNOW REMOVAL		44,706.00	17,077.52	26,696.20	0.00	18,009.80	59.72
502 - TRUNKLINE FRINGE BENEFITS		8,774.00	2,207.04	4,002.90	0.00	4,771.10	45.62
<div style="text-align: center;"> $\frac{1}{3}$ 1 $\frac{1}{3}$ 1 </div>							
Fund 202 - MAJOR STREET:							
TOTAL EXPENDITURES		385,115.00	25,937.30	48,009.01	0.00	337,105.99	12.47

ACTIVITY FOR
 MONTH 02/28/25
 INCR (DECR)

YTD BALANCE
 02/28/2025
 NORM (ABNORM)

ENCUMBERED
 YEAR-TO-DATE

UNENCUMBERED
 BALANCE

% BDGT
 USED

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 203 - LOCAL STREET							
203-000-402.000	REAL PROPERTY TAXES	243,579.00	0.00	0.00	0.00	243,579.00	0.00
203-000-410.000	PERSONAL PROPERTY TAXES	24,647.00	0.00	0.00	0.00	24,647.00	0.00
203-000-553.000	GAS & WEIGHT	116,532.00	0.00	0.00	0.00	116,532.00	0.00
203-000-573.000	LOCAL COMM STABILIZATION SHARE (LCAS)	66,395.00	0.00	0.00	0.00	66,395.00	0.00
203-000-664.000	INTEREST & DIVIDENDS	10,400.00	1,745.28	4,460.46	0.00	5,939.54	42.89
203-000-671.000	MISC REIMBURSEMENTS	2,726.00	0.00	0.00	0.00	2,726.00	0.00
203-000-690.000	1.5 MILLS CO. BRIDGE TAX	56,141.00	0.00	0.00	0.00	56,141.00	0.00
203-000-699.000	TRANSFER FROM FUND BALANCE	330,376.00	0.00	0.00	0.00	330,376.00	0.00

Fund 203 - LOCAL STREET:

TOTAL REVENUES 850,796.00 1,745.28 4,460.46 0.00 846,335.54 0.52

ACTIVITY FOR
 MONTH 02/28/25
 INCR (DECR)

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 203 - LOCAL STREET						
463	- STREET MAINTENANCE	630,376.00	6,118.84	15,972.42	614,403.58	2.53
470	- R. O. W. MAINTENANCE	54,541.00	0.00	0.00	54,541.00	0.00
474	- SIGNS	8,794.00	0.00	0.00	8,794.00	0.00
478	- SNOW	67,737.00	9,707.35	15,009.20	52,727.80	22.16
494	- TRUNKLINE UTILITIES	89,348.00	7,016.32	7,016.32	82,331.68	7.85

Fund 203 - LOCAL STREET:

TOTAL EXPENDITURES

850,796.00 22,842.51 37,997.94 812,798.06 4.47

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDT USED
Fund 244 - ECONOMIC DEVELOPMENT							
244-000-664.000	INTEREST & DIVIDENDS	250.00	18.92	53.20	0.00	196.80	21.28
244-000-691.000	TRANSFER FROM EDC FUND BALANCE	500.00	0.00	0.00	0.00	500.00	0.00
244-000-692.000	CONTRIBUTION FROM GENERAL FUND	13,500.00	0.00	0.00	0.00	13,500.00	0.00

Fund 244 - ECONOMIC DEVELOPMENT:

TOTAL REVENUES 14,250.00 18.92 53.20 0.00 14,196.80 0.37

ACTIVITY FOR
 MONTH 02/28/25
 INCR (DECR)

YTD BALANCE
 02/28/2025
 NORM (ABNORM)

ENCUMBERED
 YEAR-TO-DATE

UNENCUMBERED
 BALANCE

% BDGT
 USED

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 244 - ECONOMIC DEVELOPMENT							
001 - ADMINISTRATION		14,250.00	1,125.18	2,250.36	0.00	11,999.64	15.79

Fund 244 - ECONOMIC DEVELOPMENT:

TOTAL EXPENDITURES

14,250.00	1,125.18	2,250.36	0.00	11,999.64	15.79
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GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 248 - D.D.A.							
248-000-402.000	CAPTURED TAXES	27,636.00	0.00	0.00	0.00	27,636.00	0.00
248-000-403.000	CAPTURE TOWNSHIP TAXES	5,583.00	0.00	0.00	0.00	5,583.00	0.00
248-000-404.000	CAPTURE COUNTY TAXES	12,758.00	0.00	0.00	0.00	12,758.00	0.00
248-000-625.000	MISC FEES	279.00	0.00	0.00	0.00	279.00	0.00
248-000-664.000	INTEREST & DIVIDENDS	375.00	123.82	342.98	0.00	32.02	91.46

Fund 248 - D.D.A.:

TOTAL REVENUES		46,631.00	123.82	342.98	0.00	46,288.02	0.74
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EXPENDITURE REPORT

PERIOD ENDING 02/28/2025

% Fiscal Year Completed: 16.16

2025 MONTH 02/28/25
 AMENDED BUDGET INCR (DECR) ACTIVITY FOR MONTH 02/28/25 YTD BALANCE 02/28/2025 NORM (ABNORM)

ENCUMBERED YEAR-TO-DATE UNENCUMBERED BALANCE % BDGT USED

GL NUMBER DESCRIPTION

Fund 248 - D.D.A.

001 - ADMINISTRATION

40,337.00 7,327.10 8,390.11 0.00 31,946.89 20.80

008 - DDA DEBT SERVICE

6,294.00 524.41 790.90 0.00 5,503.10 12.57

Fund 248 - D.D.A.:

TOTAL EXPENDITURES

46,631.00 7,851.51 9,181.01 0.00 37,449.99 19.69

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDTG USED
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Fund 408 - WATER RECREATION FUND							
408-000-675.000	DONATIONS, SPLASH PARK PROJECT	520.00	0.00	0.00	0.00	520.00	0.00

Fund 408 - WATER RECREATION FUND:

TOTAL REVENUES		520.00	0.00	0.00	0.00	520.00	0.00
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User: NAN

PERIOD ENDING 02/28/2025

DB: Cass City

% Fiscal Year Completed: 16.16

ACTIVITY FOR YTD BALANCE
2025 MONTH 02/28/25 02/28/2025
INCR (DECR) NORM (ABNORM)

ENCUMBERED UNENCUMBERED % BDGT
YEAR-TO-DATE BALANCE USED

GL NUMBER	DESCRIPTION	AMENDED BUDGET	2025 MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 408 - WATER RECREATION FUND							
001 - ADMINISTRATION		520.00	0.00	0.00	0.00	520.00	0.00

Fund 408 - WATER RECREATION FUND:

TOTAL EXPENDITURES

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 590 - WASTEWATER TREATMENT							
001	- ADMINISTRATION	233,421.00	13,739.46	21,213.34	5,500.00	206,707.66	11.44
002	- TREATMENT AND PUMPING	431,846.00	34,677.09	51,468.91	1,516.00	378,861.09	12.27
003	- COLLECTIONS	127,691.00	89.94	624.59	0.00	127,066.41	0.49
004	- MAINTENANCE	187,375.00	11,285.62	26,765.63	0.00	160,609.37	14.28
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Fund 590 - WASTEWATER TREATMENT:		980,333.00	59,792.11	100,072.47	7,016.00	873,244.53	10.92
TOTAL EXPENDITURES							

User: NAN
 DB: Cass City
 PERIOD ENDING 02/28/2025
 % Fiscal Year Completed: 16.16

GL NUMBER	DESCRIPTION	2025	AMENDED BUDGET	2025	MONTH 02/28/25	ACTIVITY FOR	YTD BALANCE	ENCUMBERED	UNENCUMBERED	% BDGT
						INCR (DECR)	02/28/2025	YEAR-TO-DATE	BALANCE	USED
							NORM (ABNORM)			
Fund 591 - WATER SYSTEM										
591-000-545.000	STATE GRANT - TMF LSLR		20,529.00			0.00	0.00	0.00	20,529.00	0.00
591-000-628.000	WATER OMR FEES		381,072.00			32,519.25	59,930.04	0.00	321,141.96	15.73
591-000-629.000	WATER USAGE FEES PER 1000 GALLONS		414,022.00			37,222.68	9,947.99	0.00	404,074.01	2.40
591-000-636.000	CONNECTIONS		2,000.00			0.00	0.00	0.00	2,000.00	0.00
591-000-646.000	BULK WATER SALES REVENUE		2,200.00			0.00	326.00	0.00	1,874.00	14.82
591-000-662.000	SERVICE PENALTIES		10,000.00			922.15	1,764.91	0.00	8,235.09	17.65
591-000-664.000	INTEREST & DIVIDENDS		15,000.00			3,114.99	7,696.51	0.00	7,303.49	51.31
591-000-665.000	BUILDING LEASE REVENUES		55,145.00			0.00	0.00	0.00	55,145.00	0.00
591-000-671.000	MISC. REIMBURSEMENTS		6,000.00			0.00	0.00	0.00	6,000.00	0.00
591-000-698.000	PROCEEDS FROM INSTALLMENT PURCHASE LOAN		650,000.00			0.00	0.00	0.00	650,000.00	0.00
Fund 591 - WATER SYSTEM:			1,555,968.00			73,779.07	79,665.45	0.00	1,476,302.55	5.12
TOTAL REVENUES										

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 591 - WATER SYSTEM							
001	- ADMINISTRATION	211,807.00	11,834.29	22,476.35	0.00	189,330.65	10.61
002	- TREATMENT AND PUMPING	259,811.00	10,541.79	15,099.43	0.00	244,711.57	5.81
003	- COLLECTIONS	1,011,029.00	1,176.54	4,207.74	0.00	1,006,821.26	0.42
004	- MAINTENANCE	24,034.00	0.00	0.00	0.00	24,034.00	0.00
013	- TME - LSLR GRANT	20,529.00	0.00	0.00	0.00	20,529.00	0.00
<hr/>							
TOTAL EXPENDITURES		1,527,210.00	23,552.62	41,783.52	0.00	1,485,426.48	2.74

Fund 591 - WATER SYSTEM:

TOTAL EXPENDITURES

User: NAN
 DB: Cass City
 PERIOD ENDING 02/28/2025
 % Fiscal Year Completed: 16.16

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 651 - MOTOR VEHICLE & EQUIPMENT							
651-000-654.000	DPW CONTRACTING REVENUES	1,607.00	0.00	0.00	0.00	1,607.00	0.00
651-000-664.000	INTEREST & DIVIDENDS	10,400.00	1,603.41	3,937.56	0.00	6,462.44	37.86
651-000-670.000	INTERDEPARTMENT RENTALS	453,149.00	33,917.90	61,083.10	0.00	392,065.90	13.48
651-000-671.000	MISC REIMBURSEMENTS	416.00	0.00	0.00	0.00	416.00	0.00
651-000-673.000	SALE OF ASSETS	12,480.00	0.00	0.00	0.00	12,480.00	0.00

Fund 651 - MOTOR VEHICLE & EQUIPMENT:

TOTAL REVENUES	478,052.00	35,521.31	65,020.66	0.00	413,031.34	13.60
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TOTAL REVENUES - ALL FUNDS

TOTAL REVENUES - ALL FUNDS	6,600,024.00	226,924.86	285,677.32	0.00	6,314,346.68	4.33
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YTD BALANCE
02/28/2025

NORM (ABNORM)

ENCUMBERED
YEAR-TO-DATE

UNENCUMBERED
BALANCE

% BDGT
USED

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 651 - MOTOR VEHICLE & EQUIPMENT							
001 - ADMINISTRATION		402,884.00	9,071.67	15,331.61	251,098.01	136,454.38	66.13

Fund 651 - MOTOR VEHICLE & EQUIPMENT:

TOTAL EXPENDITURES		402,884.00	9,071.67	15,331.61	251,098.01	136,454.38	66.13
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TOTAL EXPENDITURES - ALL FUNDS		6,299,862.00	278,329.38	505,650.21	262,014.01	5,532,197.78	12.19
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GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	ACTIVITY FOR MONTH 02/28/25 INCR (DECR)	YTD BALANCE 02/28/2025 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		2,122,258.00	20,584.76	33,564.08	0.00	2,088,693.92	1.58
TOTAL EXPENDITURES		2,092,123.00	128,156.48	251,024.29	3,900.00	1,837,198.71	12.18
NET OF REVENUES & EXPENDITURES		30,135.00	(107,571.72)	(217,460.21)	(3,900.00)	251,495.21	
Fund 202 - MAJOR STREET							
Fund 202 - MAJOR STREET:							
TOTAL REVENUES		447,958.00	1,199.30	2,954.49	0.00	445,003.51	0.66
TOTAL EXPENDITURES		385,115.00	25,937.30	48,009.01	0.00	337,105.99	12.47
NET OF REVENUES & EXPENDITURES		62,843.00	(24,738.00)	(45,054.52)	0.00	107,897.52	
Fund 203 - LOCAL STREET							
Fund 203 - LOCAL STREET:							
TOTAL REVENUES		850,796.00	1,745.28	4,460.46	0.00	846,335.54	0.52
TOTAL EXPENDITURES		850,796.00	22,842.51	37,997.94	0.00	812,798.06	4.47
NET OF REVENUES & EXPENDITURES		0.00	(21,097.23)	(33,537.48)	0.00	33,537.48	
Fund 244 - ECONOMIC DEVELOPMENT							
Fund 244 - ECONOMIC DEVELOPMENT:							
TOTAL REVENUES		14,250.00	18.92	53.20	0.00	14,196.80	0.37
TOTAL EXPENDITURES		14,250.00	1,125.18	2,250.36	0.00	11,999.64	15.79
NET OF REVENUES & EXPENDITURES		0.00	(1,106.26)	(2,197.16)	0.00	2,197.16	
Fund 408 - WATER RECREATION FUND							
Fund 408 - WATER RECREATION FUND:							
TOTAL REVENUES		46,631.00	123.82	342.98	0.00	46,288.02	0.74
TOTAL EXPENDITURES		46,631.00	7,851.51	9,181.01	0.00	37,449.99	19.69
NET OF REVENUES & EXPENDITURES		0.00	(7,727.69)	(8,838.03)	0.00	8,838.03	
Fund 590 - WASTEWATER TREATMENT							
Fund 590 - WASTEWATER TREATMENT:							
TOTAL REVENUES		1,083,591.00	93,952.40	99,616.00	0.00	983,975.00	9.19
TOTAL EXPENDITURES		980,333.00	59,792.11	100,072.47	7,016.00	873,244.53	10.92
NET OF REVENUES & EXPENDITURES		103,258.00	34,160.29	(456.47)	(7,016.00)	110,730.47	
Fund 591 - WATER SYSTEM							
Fund 591 - WATER SYSTEM:							
TOTAL REVENUES		1,555,968.00	73,779.07	79,665.45	0.00	1,476,302.55	5.12
TOTAL EXPENDITURES		1,527,210.00	23,552.62	41,783.52	0.00	1,485,426.48	2.74
NET OF REVENUES & EXPENDITURES		28,758.00	50,226.45	37,881.93	0.00	(9,123.93)	
Fund 651 - MOTOR VEHICLE & EQUIPMENT							
Fund 651 - MOTOR VEHICLE & EQUIPMENT:							
TOTAL REVENUES		478,052.00	35,521.31	65,020.66	0.00	413,031.34	13.60
TOTAL EXPENDITURES		402,884.00	9,071.67	15,331.61	251,098.01	136,454.38	66.13
NET OF REVENUES & EXPENDITURES		75,168.00	26,449.64	49,689.05	(251,098.01)	276,576.96	

User: NAN

DB: Cass City

PERIOD ENDING 02/28/2025

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 02/28/2025	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
		2025	MONTH 02/28/25				
		AMENDED BUDGET	INCR (DECR)	NORM (ABNORM)			
	TOTAL REVENUES - ALL FUNDS	6,600,024.00	226,924.86	285,677.32	0.00	6,314,346.68	4.33
	TOTAL EXPENDITURES - ALL FUNDS	6,299,862.00	278,329.38	505,650.21	262,014.01	5,532,197.78	12.19
	NET OF REVENUES & EXPENDITURES	300,162.00	(51,404.52)	(219,972.89)	(262,014.01)	782,148.90	

VILLAGE OF CASS CITY

RESOLUTION TO SUBMIT MATCH ON MAIN GRANT REQUEST TO MICHIGAN ECONOMIC DEVELOPMENT CORPORATION FOR THE OAK ROOM CC, LLC

WHEREAS, the Village of Cass City is a certified Redevelopment Ready Community and eligible to apply for the Michigan Economic Development Corporation (MEDC) Match on Main grant program; and

WHEREAS, The Oak Room CC, LLC, application was selected to be submitted by the Village of Cass City for the Match on Main grant; and

WHEREAS, The Oak Room CC, LLC, submitted a Match on Main application for an interior project which entails a complete renovation and build out of existing space at 6473 Main St., Cass City, to include plumbing, drywall, electrical work, and equipment purchases for the operation of a new business.

WHEREAS, The Oak Room CC, LLC, has an estimate for this project totaling \$76,390.00; and

WHEREAS, The Oak Room CC, LLC, commits to funding the 10 percent match for the grant in the amount of \$2,500.00;

NOW, THEREFORE IT BE RESOLVED, the Village of Cass City will submit a Match on Main grant application to the Michigan Economic Development Corporation on behalf of The Oak Room CC, LLC, for interior renovations in the amount of the grant award eligible maximum, \$25,000.00.

ROLL CALL:

AYE:

NAY:

ABSENT:

ABSTAIN:

RESOLUTION:

Cass City Police Department

6506 Main Street

P.O. Box 123

Cass City, Michigan 48726-0123

Phone: (989) 872-2911

Fax: (989) 872-4855

email: ccpdfreeman@casscity.org

Date: March 31, 2025

To: Cass City Village President & Council

From: Debbie Powell, Village Manager
Jim Freeman, Chief of Police

Subject: Approval to Order/Purchase a 2025 Police Interceptor Utility Vehicle

The Police Department is currently scheduled to purchase a Ford Police Interceptor Utility (PIU) vehicle in 2026 to replace a 2020 Ford PIU. The 2020 Ford PIU was purchased during COVID and has had numerous mechanical issues. The most recent event involved the rear axle breaking which caused additional damage to the vehicle. It is my opinion that this vehicle is not safe to operate when an emergency response is required.

I am requesting the Village Council's approval to order a 2025 Ford Police Interceptor Utility (PIU) vehicle this year and forgo the purchase in 2026. We would then resume the normal purchase schedule in 2027.

As in the past, the vehicle will be ordered and purchased from Lunghammer Ford in the amount of \$48,791.00. Lunghammer Ford was awarded the contract from the State of Michigan 2025 Police Vehicle Bids. The police department did inquire with Lunghammer Ford about trading the 2020 Ford PIU in, however, they do not purchase used police vehicles. The police department anticipates selling the 2020 Ford PIU itself. These funds would be placed back into the Motor Vehicle Fund.

After meeting with Clerk/Treasurer Nanette Walsh, it is our recommendation to purchase the vehicle outright as opposed to a leasing program as the Motor Vehicle Fund can easily sustain such a purchase, which would eliminate any additional interest through a leasing program and/or loan. There is currently a balance of \$260,735 in the Motor Vehicle Fund.

Motion #1: Approve the increase of the Utilization of Fund Balance, Account #651-000-699, in the amount of \$48,791.00 and increase the Motor Vehicle Capital Outlay Expense by the same amount, Account #651-001-970.

Motion #2: Approve the purchase of a 2025 Ford Police Interceptor Utility AWD from Lunghammer Ford in the amount of \$48,791.00.



March 3, 2025

Village of Cass City
Attn: Chief James M Freeman
6506 Main Street
Cass City, MI 48726

Dear Chief James M Freeman:

Price on 2025 Vehicle State of Michigan Contract# MA 240000001208 and Macomb County Contract# 21-18 Bid:

2025 Ford Police Interceptor Utility AWD in Ingot Silver \$48,791.00 ea

Order Cutoff Date: TBD.

Delivery date: Approximately 90-120 Days A.R.O.

Service Contract: 36,000 miles or 36 months factory bumper to bumper warranty and 100,000 miles or 60 months powertrain warranty.

Ford Motor Company does not guarantee delivery--Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. An \$8.00 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-Fleet (888-923-5338).

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales



Lives Built Here

Village of Cass City
6506 Main Street • Cass City, MI 48726
casscity.org • (989) 872-2911

TO: Village President and Council

FROM: Deboria Powell, Village Manager

DATE: March 31, 2025

SUBJECT: Approve Paid Time Off Leave Policy for Permanent Part-Time Employees

In February 2025, the State of Michigan amended the Earned Sick Time Act, (ESTA) Public Act 369 of 2018, that would guarantee part-time employees paid sick leave for employers of 11 or more workers. The Village offers permanent part-time employees, those who are scheduled weekly, Paid Time Off (PTO) in the amount of 40 hours per year. The Village is not required to change from PTO to sick leave banks as long as we follow the ESTA requirements. I would recommend we consider increasing the Earned Sick Time Off (PTO) for our long-standing, permanent part-time employees which include a janitor, an Administrative Assistant, and those part-time police officers who are regularly scheduled to work.

We have previously discussed the difficulty of recruiting part-time police officers during our budget sessions, and any part-time employee in general as they do not have benefits as an incentive to stay with the Village. To allow these employees 60 hours of PTO would be a great recruiting incentive for our Police Department with a minimal budgetary impact.

I discussed the Part-time PTO Proposal at the Personnel and Public Safety Committee meeting on March 12, 2025, and obtained their support. The Committee recommends the 60-hour PTO, with the ability to carry over leave, but no payouts, and leave pro-rated for new employees their first year. Therefore, I recommend that permanent part-time employees receive 60 hours of PTO leave effective retroactive to January 1, 2025. I further recommend that this change in policy be added to the Employee Handbook.

Paid Time Off Policy

Permanent Part-Time Employees will be offered 60 hours of paid time off leave during the Village of Cass City fiscal year of January through December. The hours will be credited to their account on January 1. Leave should be used during the current fiscal year. There will be no pay-outs for unused time; however, employees may carry over unused PTO for up to 80 hours. New employees will have their PTO allowance pro-rated dependent upon their start date. A Permanent Part-Time employee is one who has regularly scheduled hours and is not a student employee. This policy will become effective January 1, 2025, and is in compliance with the State of Michigan Earned Sick Leave Act (ESTA) of 2025.

MOTION: Approve Paid Time Off Policy for Permanent Part-Time Employees, to allow 60 hours of leave per fiscal year, with the ability to carry over leave up to 80 hours, with no payouts, effective retroactively to January 1, 2025.

**Cass City Downtown Development Authority
Minutes
February 11, 2025**

The Meeting was brought to order at 1:39 pm by Village President Robert Piaskowski.

BOARD MEMBERS PRESENT: Christine Anthony, Eric Brown, Gavin Frederick, Jon Ligrow, and Village President Robert Piaskowski

ABSENT: Misty DeLong, Tyler Erla, Andrew Klco, David Weiler

VILLAGE STAFF PRESENT: Village Manager Debbie Powell, Director of Community Development Melanie Radabaugh, Administrative Assistant Linda Miller

Guest: Stacy Anthes, Cass City Chamber of Commerce

Motion to approve the minutes from the January 14, 2025, meeting was made by Brown and supported by Ligrow. Motion Carried.

Motion to approve the January 31, 2025, Financial Report was made by Brown and supported by Anthony. Motion Carried.

No comments during Citizen Comments.

Chamber of Commerce Report: Stacy Anthes represented the Cass City Chamber. She mentioned the Cass City Chamber of Commerce Dinner is scheduled for April 25, 2025. Nominations can be returned to the Chamber Administrator's desk. The Chamber has made the decision that they will no longer oversee the Farmers Market, and they have canceled their liability insurance.

DDA 2025 Projects: Last month Christine Anthony gave a presentation on possible tables, chairs and bike racks for businesses to place on the sidewalks in front of their businesses. It was mentioned there are grant funds available that would help in covering the cost of these items. The Pinney Foundation has a March 1st deadline.

Motion by Ligrow and supported by Brown to have Radabaugh work on grants to purchase tables, chairs and bike racks for the downtown businesses. Motion Carried.

Cass City Farmers Market: Several merchants were present to voice their interest in keeping the Farmers Market going. They would like to move the day to Wednesday and have the hours from 2 to 7 pm and go from June 4th to August 27th. They have six seasonal vendors signed up to participate and several weekly drop in vendors. This would be a Co-Op set-up and they would take turns putting out the weekly signs for the market.

Since the Chamber is not sponsoring the Farmers Market, Manager Powell asked if the DDA is interested in sponsoring this. After some discussion, it was decided to have Manager Powell check with the Insurance Agent for the Village to find out if the Umbrella Policy will cover the Farmers Market or if an additional insurance rider would be necessary.

Cultural Center Building Update: The Cultural Center Building is owned by the DDA. Someone is interested in buying the building and making repairs and updates to use the first and second floors for apartments and a business and a small museum on the first floor also.

Motion to adjourn at 2:17 pm was made by Brown and supported by Anthony. Motion Carried.

Next Meeting: March 11, 2025

Respectfully Submitted,

Linda W. Miller

Administrative Assistant

Cass City
Downtown Development Authority

Bi-Annual Report
March 11, 2025

Summary of 2024 Activities

Summary of 2024 DDA Goals, Recap of Past Goals

Summary of Current DDA Board Members

Village of Cass City Downtown Development Authority

Summary of 2024 Activities

January 2024

- Steve Erickson presented a Stabilization Proposal for the Cass City Cultural Center for the Tuscola County Land Bank Authority and State Land Bank Authority. This document outlines the blight elimination plan budget and project timeline. This will be presented to the Tuscola County Land Bank next Tuesday, January 16th for their approval. Once this is approved, the work will begin, and the non-profit group will start their fundraising. DDA approved the Cass City Cultural Center Stabilization Proposal.
- Geraldine Prieskorn resigned from the DDA Board.
- Misty DeLong and Andrew Klco were recommended to fill the two vacancies on the DDA board be forwarded to the Village Council for their approval.
- Manager Powell had a print of sample banners for the DDA members to look over and suggest their preferred choices for the new order. Last year banners with pictures of the senior students were put up but this will not be done again due to the added labor costs involved with keeping the banners in place.
- Manager Powell mentioned an agreement with the non-profit group for the Cultural Center should be drawn up clarifying responsibilities for each party. After some discussion, Steve Erickson volunteered to work with the members of the non-profit group to create a document outlining each party's responsibilities and expectations and bring this to next month's meeting.

February 2024– Semi Annual Meeting

- Blaine de Beaubien discussed the timing and process he follows for snow plowing the sidewalks. Blaine checks the snowfall depth in three different places in town. When the snow is one inch in these different locations, he starts plowing. His goal is to be finished by 3:00 am so that he does not interfere with the Village DPW plowing the Main Street. He applies brine or salt for ice events as late as 6:00 am. Depending on the timing of a snow event, a special request may be needed. It was suggested a letter to the businesses would be helpful, so they are aware of the timing and process.
- Village Manager mentioned Steve Erickson's replacement will involve a collaboration with MSU. The replacement will be an employee of MSU and the plan is to have a replacement by April. The grant for the Cultural Center was sent to the State Land Bank and there is some pushback from the State Land Bank regarding the asbestos and mold issues. Steve Erickson is working with SME on these stabilization issues and the grant will be resubmitted. The Village Attorney needs to have the grant approved before a lease agreement may be completed with the Cass City Cultural Historical Center and Museum. Once the grant is approved, the lease will be put together.
- Village Manager Powell received a quote to tear down the Leach Street house and fill in

the hole. Manager Powell will get updated bids on this demolition project.

- Several businesses have issues with parking for their customers in the downtown area due to the lack of parking spaces and some tenants using parking spaces that are needed for their customers.
- The DDA recommended to the Village Council the placement of three customer only parking signs be placed in the alley behind the businesses between Leach and Seeger

March 2024

- Eric Brown joined the meeting via phone and explained the two proposals for the refinance/demo loan for the Leach & Pine Street property. The DDA accepted the loan proposal from Thumb Bank & Trust for a loan of \$67,000 for 180 monthly payments, estimated payment \$585/month at a tax-exempt fixed rate of 5.45% for 5 years with rate adjusted based on the weekly average yield on the 10-year Treasury, Loan Fee of \$750.
- Barb Kim mentioned the importance of the Cultural Center Building as it relates to the history of the Village and the importance of restoring this building because of the shared wall with other buildings in the block. She gave an example of a building in Mayville that was demolished and the one building left standing is now unusable due to the damage caused by the demolition of the first building. We do not want this to happen in Cass City. Kim said the Cass City Cultural Center Historical Group wants to establish a working relationship with the Cass City DDA. They have received their non-profit status and are now able to receive donations. They are in the process of seeking grants from the Pinney Foundation and The Tuscola Community Foundation and other fund-raising events to help cover some of the Blight Elimination items that the State Grant will not cover.
- Cass City DDA supported the Tuscola County Land Bank Authority/Cass City Cultural Center Stabilization Proposal and agrees to the terms of the grant and to fundraising or funding the grant match and providing in-kind services.
- Radabaugh mentioned the Match on Main grant is back in the amount of \$25,000, with a 10% match, to help another business with indoor improvements.

April 2024

- Several bid quotes for the demolition of the Leach Street property were reviewed, approving the Della Holdings proposal for \$25,500.00 for demolition of the 4453 Leach Street property.
- The 2023 DDA Annual Report was reviewed and recommended to present to the Cass City Village Council.
- The following DDA Goals were adopted for 2024.
 - Leach Street Property Demolition
 - Parking Lot Improvements
 - Lease for the Cultural Center Building
 - Streetscape - Trees
 - Bicycle Racks in the Downtown

May 2024

- Barb Kim gave an update on the Cass City Historical Cultural Center Museum group that is applying for grants. The Pinney Foundation and Tuscola County Foundation grants have been tabled for now. They need to be more specific before they reapply in the fall. They are applying for a grant from POET for up to \$4,000 for asbestos removal. They are going to work with a Florida company to be paid by the pound to collect gently used shoes as a fundraiser. They are also planning to have a float in the Freedom Festival Parade and have a collection jar at the park. They need to get into the building so contractors can provide bids but the asbestos needs to be removed first.
- Manager Powell said the Tuscola County Land Bank is looking for a timeline for the projects. It has been decided the roof is the first priority. Next is the masonry work and third is the entrance access. Manager Powell mentioned the Tuscola EDC has chosen a new director and this person should be starting June 3rd.
- Lease Agreement was made between the DDA/Village of Cass City and CCHCCM for the 6429 Main Street, Cass City, Michigan property starting at 12:00 noon on July 1, 2024, and ending at 12:00 noon on December 31, 2031, and was decided to change the amount of the property acquisition at the end of the lease to be \$1.00 in addition to 100% of all costs incurred by the DDA and The Village of Cass City.
- David Weiler was elected as the Chairman of the DDA/EDC.

June 2024

- Manager Powell said the Tuscola County Land Bank is looking for a timeline for the projects. It has been decided the roof is the first priority. Next is the masonry work and third is the entrance access of the Cultural Center building.
- The DDA House should be demolished sometime within the next month. The loan has been signed. Manager Powell is asking for a new bid proposal for the parking lot from Jason Nicol.
- Manager Powell noted there appears to be malicious destruction of some of our flowerpots on Main Street. Some of the flowers do not have any new growth and are rotting from the bottom up, which indicates foul play by someone. We will have these plants replaced before the concerts in Rotary Park and Freedom Festival.
- Several businesses complained about the Food Trucks that were part of the Farmers Market. A copy of the recently adopted Food Truck Ordinance of the City of Caro was given to members at the meeting for discussion. This would be something the Village Council would need to pursue

July 2024

- Due to the Lack of a Quorum, no meeting was held.

August 2024

- It was suggested that Manager Powell will get some quotes for the sidewalk for Leach/Pine Street Parking Lot Fencing & Sidewalk and contact the school regarding using some of the parking stops that are behind the AG Building.
- Manager Powell gave an update on the Strategic Planning goal of Branding and Marketing. Currently, there is a survey in process. They are looking for volunteers to serve on the Marketing Committee for a few months. Also looking for volunteers to serve on the Street Forestry Management Committee. This group will meet in August, September, and October and initiate a tree ordinance. The new owner of the old Pharmacy building at the corner of Main and Seeger will be working with a consultant on their plans for repurposing the building.

September 2024

- RJ Klaus said the school has 40 parking blocks they would sell for \$1,000 but they are not new. They would only need six or seven parking blocks, and they can purchase new ones for \$45 each. He said the cost for sidewalk would probably run about \$5,500. He will get some quotes for the next meeting. He also mentioned they could stripe the lot a couple of times each year to help with parking.
- The EV Charging Station will be coming to the parking lot at the corner of Seeger and Church Streets.
- The DDA approved the snow plowing contract with de Beaubien Enterprises, LLC for winter 2024-2026.

October 2024

- RJ Klaus provided three quotes, as requested, for putting in sidewalk along Leach Street behind the Cass Tavern. The Bid from CLS Release Management in the amount of \$7,500 to install the new sidewalk along Leach Street behind the Cass Tavern was approved.

November 2024

- There was some discussion regarding the downtown trees that will be planted next year. It was suggested that involving the schoolchildren in the fundraiser would be good for the community. Also, allowing people to sponsor a tree in memory of someone. We will have a CEDAM Fellow starting in January and one of the projects will be to file an application to become an Arbor City.
- November 22 and 23 from 10 AM to 7 PM, the Market on Main will be holding a Grand Opening Celebration.
- December 11 from 2:00 to 4:00 PM, a Marketing 101 workshop for Michigan Small Businesses will be held at the Rawson Memorial Library.

December 2024:

The DDA meeting was cancelled due to the holiday scheduling. The next meeting was scheduled for January 2025.

Cass City Downtown Development Authority

2024 DDA Goals

The following DDA Goals were adopted for 2024.

- Leach Street Property Demolition
- Parking Lot Improvements
- Lease for the Cultural Center Building
- Streetscape - Trees
- Bicycle Racks in the Downtown

2023 DDA Goals

To be determined in Spring, 2024

2022 DDA Goals

After reviewing the 2020 and 2021 DDA Goals, the DDA Board adopted the following:

- Completion of Downtown Streetscape and Benches
- Research and Determine a Course of Action for the Thorp House Property
- Create Trainings for Local Businesses, with collaboration with the Cass City Chamber of Commerce

2021 DDA Goals

Prusik gave an overview of the March 8, 2021 meeting, where the committee set three goals for 2021:

- Partnership with the Village of Cass City, Chamber of Commerce and DDA/EDC. A Facebook page would be set up and monitored by the Chamber of Commerce to share dialog and ideas.
- Create Trainings for Local Businesses
- Create a Tool Chest for Businesses
 - Lending “Library” for Tools
 - Place for Community to donate tools for local use
 - Tool Chest to rent a lift, for a week or two, in Summer 2021 for a quick, easy, freshen-up of the downtown area.

2020 DDA Goals

Three options were selected as 2020 DDA goals:

1. Construction of an Information Kiosk, to inform tourists of Cass City attractions, events and general information.
2. Streetscape improvements: Black Benches and/or Bistro Tables/Chairs, which tie in with the black wrought-iron theme currently on Main Street.
3. Creation of a Facade Improvement Grant (FIG) Program. An application would be

submitted by the business to request a grant, with the business matching the grant amount (50% grant/50% owner match). Improvements would be limited to exterior building improvements or sidewalk enhancements. Potential funding could be allocated from the Village of Cass City (former Tuscola Area Airport Authority funding allocation no longer obligated). If the grant funding was not allocated in a current year, unallocated funds would be rolled over into the next year.

Village of Cass City Downtown Development Authority

Summary of Current Board Members

- **Christine Anthony, Local Businesswoman**
 - **Eric Brown, Thumb Bank and Trust**
 - **Misty DeLong, Local Businesswoman**
 - **Tyler Erla, Local Businessman**
 - **Gavin Frederick, Tri-County Bank**
 - **Andrew Klco, Local Resident**
 - **Jon Ligrow, Ligrow's 24 Hour Fitness**
 - **David Weiler, Independent Insurance Agent, Chairman**
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- **Deboria L. Powell, Village of Cass City Manager**
 - **Linda Miller, Village Administrative Assistant**

Cass City Economic Development Corporation (EDC)
Minutes
February 11, 2025

The Meeting was brought to order at 2:17 pm by Village President Robert Piaskowski.

BOARD MEMBERS PRESENT: Christine Anthony, Eric Brown, Gavin Frederick, Jon Ligrow, and Village President Robert Piaskowski

ABSENT: Misty DeLong, Tyler Erla, Andrew Klco, David Weiler

VILLAGE STAFF PRESENT: Village Manager Debbie Powell, Director of Community Development Melanie Radabaugh, Administrative Assistant Linda Miller

Guest: Stacy Anthes, Cass City Chamber of Commerce

Motion to approve the minutes from the January 14, 2025, meeting was made by Ligrow and supported by Brown. Motion Carried.

Motion to approve the January 31, 2025, Financial Report was made by Brown and supported by Anthony. Motion Carried.

No comments during Citizen Comments.

Tuscola County EDC Update: Manager Powell reported the EDC Board met the last Tuesday in January and they are looking at relocating to the MSU Building on Green Street in order to cut overhead costs. They have a job description and are looking for someone with local ties to fill this position within the next 4-6 weeks. They will not be partnering with MSU. Jim McCloskey is the Chair, and they are looking at adding additional staff as their finances permit. They will also be moving more items online.

Motion to adjourn at 2:23 pm was made by Brown and supported by Anthony. Motion Carried.

Next Meeting: March 11, 2025

Respectfully submitted,

Linda W. Miller

Administrative Assistant

Cass City
Economic Development Corporation
Annual Report
March 11, 2025

Summary of 2024 Activities

Summary of Current EDC Board Members

Village of Cass City Economic Development Corporation

Summary of 2024 Activities

January 2024

- TEDC Representative Steve Erickson mentioned there is lots of agricultural activity in Tuscola County, which is great news for the community. Congratulations to Debbie Powell as she is now the Chair of the Tuscola EDC and she will work with MSU to find a replacement for Steve Erickson.
- Geraldine Prieskorn resigned from the DDA Board.
- Misty DeLong and Andrew Klco were recommended to fill the two vacancies on the DDA board be forwarded to the Village Council for their approval.
- Manager Powell had a document presented to her this morning by Tracey Moore signed by the previous Village Manager, Peter Cristiano, saying the EDC would reimburse the property owner for \$5,000 for electrical power installation to the property if this was completed within ten years. After much discussion, it was decided that Powell should contact the Village Attorney to assess the agreement, due to the fact this parcel number is outside of the village limits

February 2024

- Manager Powell discussed the request for reimbursement for electrical power installation with the Village Attorney. The Village Attorney said this is an enforceable document and recommends this payment to Tracey Moore as presented.
- EDC approved payment of \$5000 to Tracey Moore for reimbursement of electrical power installation.

March 2024

- Due to the fact that only four members of Cass City Economic Development Corporation (EDC) were present, out of a full board of nine members, there was no quorum. No formal meeting of the Cass City Economic Development Corporation was held.

April 2024

- Manager Powell mentioned they are interviewing candidates thru Michigan State University Extension for a replacement for Steve Erickson. The process is quite extensive, but they should have a new director soon.
- The 2023 EDC Annual Report was reviewed and recommended to present to the Cass City Village Council.

May 2024

- David Weiler was elected as the Chairman of the DDA/EDC.

June 2024

- Manager Powell says \$53,000 of the \$600,000 grant has been spent on the Nestle Building. Work Plan #1 was soil sampling and has been completed and Work Plan #2 will include removal of contaminated soil in addition to other remediation activities. Trevor Keyes mentioned in the short time he has been at the EDC, office several businesses have discussed their expansion projects and the lack of adequate electricity has been an issue.
- Manager Powell mentioned the two properties for sale in the Industrial Park are currently zoned as residential and will be rezoned as business.

July 2024

- Due to the Lack of a Quorum, no meeting was held.

August 2024

- Tuscola County EDC Director Trevor Keyes reiterated that work is ongoing on the Nestle Project even though it may not look like it on the exterior. He is continuing to meet with entrepreneurs in Cass City and large community employers regarding attracting talent. They are developing a relationship with the Economic and Community Development Director at DTE. They want to help businesses with their lack of electrical power. There have been 15 companies that have had issues with power. They are trying to identify where the problems have been so things can be corrected.
- The non-profit group that wanted to restore the Historical Building backed out when they saw how much the building had deteriorated. The Tuscola County Land Bank money has been reallocated for a different project in Caro.
- Manager Powell mentioned the company that originally contacted us regarding installing an EV Charging Station in the Municipal Parking Lot has not responded to her inquiries in the last several months.

September 2024

- Tuscola County EDC Director Trevor Keyes mentioned Work Plan #2 has been submitted and accepted by the TCEDC and EGLE for the former Nestle Building Project. SME recently completed soil boring. They will remove contaminated soil as well as any lead and cadmium-based paint and asbestos-containing materials from the building. This is part of the \$600,000 EGLE Grant designated for this project. TCEDC is in partnership with the Michigan Economic Development Corporation (MEDC) and has been granted access to the Michigan Commercial Real Estate Database. This is a database of industrial and commercial sites and buildings that allows users to create property profiles and “sell sheets” for properties with development potential in communities throughout Tuscola County. Any potential properties that may be added to this database.

October 2024

- Tuscola County EDC Director Trevor Keyes mentioned the soil boring has been completed on the Church Street property and they are waiting for the results. He met with some entrepreneurs last week regarding purchasing a building in the Cass City DDA District and renovating it for their business venture. He will continue to work with them as needed. He and the Director of Community Development will be meeting with the area realtors so their available properties may be included on the Michigan Commercial Real Estate Database.

November 2023

- Tuscola County EDC Director Trevor Keyes mentioned work is still ongoing inside of the former Nestle Building. Met with local realtors last month along with the Director of Community Development. The meeting went very well and Radabaugh has provided a list of commercial parcel vacancies for input in the Michigan Commercial Real Estate Database. He will be meeting with entrepreneurs to discuss obstacles and options for them to move forward. Ten businesses in Tuscola County (which included two from Cass City) were recently awarded grant funds ranging from \$1,300 to \$4,200 to support their growth and development. Met with six entrepreneurs and small business owners looking for assistance or loans that would aid in growing or starting their businesses. Also met with two housing developers regarding a parcel the community would like to see developed.

December 2024:

- The EDC meeting was cancelled due to the holiday scheduling. The next meeting was scheduled for January 2025.

Village of Cass City Economic Development Corporation

Summary of Current Board Members

- **Christine Anthony, Local Businesswoman**
 - **Eric Brown, Thumb Bank and Trust**
 - **Misty DeLong, Local Businesswoman**
 - **Tyler Erla, Local Businessman**
 - **Gavin Frederick, Tri-County Bank**
 - **Andrew Klco, Local Resident**
 - **Jon Ligrow, Ligrow's 24 Hour Fitness**
 - **David Weiler, Independent Insurance Agent, Chairman**
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- **Deboria L. Powell, Village of Cass City Manager**
 - **Linda Miller, Village Administrative Assistant**

Cass City Planning Commission Meeting
Minutes of February 4, 2025

PRESENT: Gary Barnes, Barbara Kirn, Colleen Langenburg, Eric Oslund, Dallas Rabideau, Heather Severance, Erik Tamlyn, Village President Robert Piaskowski

Village Staff Present: Village Manager Debbie Powell, Nanette Walsh, Clerk/Treasurer

Excused: Joe Leeson

The Meeting was called to order at 7:00 pm by Chair Pro-Tem Tamlyn.

Laken Chapin, a fellow with the CEDAM (Community Economic Development Association of Michigan) program, was introduced. She will be with the Village of Cass City for fifteen months, working on the Village of Cass City Master Plan, the DNR Forestry Grant and several marketing projects.

Public Hearing #1 – Request for a Special Land Use Permit for 6538 Third Street

MOTION by Oslund, Supported by Rabideau, to **open** a public hearing to receive comments on a Request for a Special Land Use Permit for 6538 Third Street. Roll Call Vote: Barnes: yea, Kirn: yea, Langenburg: yea, Oslund: yea, Piaskowski: yea, Rabideau: yea, Severance: yea, Tamlyn: yea, Leeson: excused. MOTION CARRIED 8-0, 1 excused

A Public Hearing began at 7:02 pm to receive public comments on a Request for a Special Land Use Permit for 6538 Third Street.

Michael Wester, Board Chair of Family Promise Tuscola, 1553 E Caro Road, gave a brief presentation of the proposed Homeless Families DayCenter, which would provide a site for family daily prep work, laundry, arranging transportation and planning, but would not provide sleeping options at this site. Shari Bock, 4340 Oak Street, inquired on hours of operation and security. Lauren Amellal, Executive Director of Family Promise Tuscola, reassured that the DayCenter vetted clients for violent activity, criminal charges and that staff/trained volunteers were always on site. Clients sleep overnight at local churches and go to the DayCenter for support activities. Michelle Erla, 4334 Seeger, inquired on safety in the neighborhood, and where the children go when school is out of session/summer vacation. Aleksandra Carr, 6325 Main Street, advocated her support for the project, that in combination with Revive Ministries, would make Cass City a better community.

Board members Gary Barnes inquired if this would be the only DayCenter of this type in Tuscola County (Response was yes). Robert Piaskowski asked if any other sites were considered. (Response was that no other suitable building was available.) Dallas Rabideau inquired on where the volunteers came from, and their training levels. Executive Director Amellal responded that training is conducted by the Family Promise Regional Director from Grand Blanc. As the DayCenter grows, a Case Manager would be hired. Barbara Kirn defined the proposed neighborhood as quiet, kind and very caring and believed the neighborhood would work with Family Promise Tuscola, building trust between them.

MOTION by Oslund, Supported by Barnes, to **close** a public hearing to receive comments on a Request for a Special Land Use Permit for 6538 Third Street. Roll Call Vote: Barnes: yea, Kirn: yea, Langenburg: yea, Oslund: yea, Piaskowski: yea, Rabideau: yea, Severance: yea, Tamlyn: yea, Leeson: excused. MOTION CARRIED 8-0, 1 excused

The Public Hearing was closed at 7:25 pm.

Motion by Barnes, supported by Piaskowski, to approve the minutes of the January 15, 2025 Meeting. Motion carried.

There were no comments during Citizens' Comments.

Proposed Ordinance # 200, Permitted Use of First Floor Buildings in Community Business Districts, was forwarded to the Village Council for its introduction and First Reading. At the February 24, 2025 Village Council meeting, a public hearing will be conducted to receive comments from the public, and Council will have the opportunity to consider adoption of this ordinance.

Proposed Ordinance # 201, Residential Storage Containers and Dumpsters, was referred to legal for review and suggested edits to coordinate language with current zoning. The proposed ordinance after legal review will be presented at the March 2025 Planning Commission Meeting.

Motion by Piaskowski, supported by Rabideau, to approve a Special Land Use Permit for 6538 Third Street for a DayCenter from 6 am to 6 pm and any future changes to come back to the Planning Commission. Discussion on more exact terminology of hours of service was suggested by Family Promise Tuscola Executive Director and the Planning Commissioners. Roll Call Vote: Barnes: no, Kirn: no, Langenburg: no, Oslund: no, Piaskowski: no, Rabideau: no, Severance: no, Tamlyn: no, Leeson: excused. MOTION FAILED 0-8, 1 excused.

Motion by Barnes, supported by Kirn, to approve a Special Land Use Permit for 6538 Third Street for a DayCenter with conditions to specify Hours of Service from 6 am to 6 pm and any future changes to come back to the Planning Commission. Roll Call Vote: Barnes: yea, Kirn: yea, Langenburg: yea, Oslund: yea, Piaskowski: yea, Rabideau: yea, Severance: yea, Tamlyn: yea, Leeson: excused. MOTION CARRIED 8-0, 1 excused

Chairman Joe Leeson requested the Planning Commission Meetings be moved to the first Tuesday of the month to accommodate his work schedule.

Motion to change the monthly meetings of the Cass City Planning Commission to the first Tuesday of the month was made by Piaskowski, supported by Barnes. Motion Carried.

The next scheduled Planning Commission Meeting has been scheduled to Tuesday, March 4, 2025 at 7:00 pm.

Motion to adjourn the meeting at 7:39 pm was made by Severance, supported by Barnes. Motion Carried.

Respectfully submitted,

Nanette Walsh, Village Clerk/Treasurer

Cass City Yearly Planning Commission Meetings Report

2024

Introduction

A yearly Cass City Planning Commission report is to be prepared and presented to the Village Council. This report is called for by the Michigan Planning Enabling Act.

The template for this document was recommended to the Planning Commission by the Redevelopment Ready Communities Certification Program of the Michigan Economic Development Corporation (MEDC).

Cass City Planning Commission Members, December 2024

Joe Leeson, Board Chairman

Robert Piaskowski, Ex Officio, Village President

Gary Barnes

Barbara Kirn

Colleen Langenburg

Eric Oslund

Dallas Rabideau

Heather Severance

Erik Tamlyn

Village Staff

Debbie Powell, Village Manager

Nanette Walsh, Village Clerk/Treasurer

2024 Cass City Planning Commission Meetings Summary

January 17, 2024

The Ad Hoc Committee reported on their proposed amendments to Ordinance# 200, Permitted Uses for first floor residential use in Community Business Districts. Discussion involved front and rear egress, rear trash and storage for residential use, office/business frontage, and separate, non-public entrance in the front of the building.

An Ad Hoc Committee was created to research similar communities on timeline policy for Storage Pod Units, during construction periods, temporary storage periods, and variances for unusual storage periods. Policy for fines, and amounts of fines need to be researched to discourage lengthy storage periods. Though not in attendance, Eric Oslund has earlier requested to be a member of this committee. A report of findings shall be presented at the February 2024 meeting.

Village Manager Powell gave a brief overview of the training workshop held January 10, 2024 on "13 Ways to Kill Your Community". Those in attendance gave positive feedback on the session.

February 21, 2024

The Ad Hoc Committee reported on their proposed amendments to proposed Ordinance# 200, Permitted Uses for first floor residential use in Community Business Districts. Discussion involved front and rear egress, rear trash and storage for residential use, office/business frontage, and separate, non-public entrance in the front of the building.

The Ad Hoc Committee presented proposed ordinance language on Storage Containers, Pods and Roll-Off Containers, to be drafted into proposed Ordinance# 201, for review at the next Ad Hoc committee meeting on March 20, 2024.

Discussion regarding "Building Compatible" Residential Homes (Pods/Tiny Houses) was introduced. Concerns voiced were building square footage, foundation types, walls and footings, dimensions of residential buildings, and zoning requirements.

March 20, 2024

The Ad Hoc Committee reported that no changes were recommended for the proposed Ordinance# 200, Permitted Uses for first floor residential use in Community Business Districts. The proposed Ordinance will be sent for legal review, and then to the Village Council for adoption.

The Ad Hoc Committee recommended that fees for proposed Ordinance# 201, Storage Containers be increased. The Committee will meet at 6:30 pm prior to the next Planning Commission Meeting for further review of the proposed ordinance.

Small Homes (Tiny Homes) were discussed. Current zoning requires homes be a minimum of 1200 square feet, with water and sewer hard connections. Consensus was that small, tiny homes would not meet current zoning standards.

Manager Powell updated the Commission on the need to begin the process to change the zoning of two village owned parcels in the industrial park (Hillaker/Doerr and Schneeberger parcels) to light industrial. She detailed the process of public notices, public hearing, adoption and publication to facilitate the zoning change.

April 17, 2024

The meeting was cancelled due to lack of agenda items.

May 15, 2024

Manager Powell gave a brief presentation on the process for Alley Vacation. Upon research from the surveyors, the parcel assumed to be an alley, south of Third Street, is an undocumented parcel per the Tuscola County Register of Deeds, therefore no known owner is listed. This parcel may revert back to the Village of City.

Chairman Leeson recapped that the fence on the “alley” situation needs to be addressed, and the “alley/undocumented parcel” needs to be resolved to allow for combination of the two Village-owned properties (formerly owned by the Doerr family).

Manager Powell updated that the two Village owned parcels in the Industrial Park need to be rezoned to Industrial, which may be necessary with the future proposed sale of these parcels.

Powell reported on a zoning inquiry from Patriot REI on a proposed development in the northwest quadrant of Cass City (near the Northwoods Condominium Association). She is working with the developer for proper setbacks and zoning requirements.

June 19, 2024

The Ad Hoc Committee reported that the proposed Ordinance# 201 was discussed and is being presented to the Planning Commission for review. They recommended a significant public relations campaign to introduce the ordinance to the public, prior to code enforcement.

Randy Evans, Thumb Mid Signs and Lighting, gave a brief presentation on a proposed electronic Sign for Tri County Bank, which would be opening a new branch office at 6363 Main Street. The Planning Commission approved a sign permit for Thumb Mid Signs and Lighting on behalf of Tri County Bank, with the sign amended to “EMC 3’ x 6””.

July 24, 2024

Public Hearings were held for the proposed Ordinance #202, to Rezone Parcel #035-033-001-0700-00, located at the corner of Schell Street and Doerr Road, from RA-1, Residential to I-2, General Industrial. Ryan Gray, 4141 Doerr Road, living adjacent to the property, inquired on the proposed rezoning, stated that other properties were better suited for industrial, and requested that the rezoning be denied. The proposed Ordinance approved a recommendation to the Village Council for adoption.

Chad Newton, the proposed purchaser of Parcel #035-033-001-0700-00, located at the corner of Schell Street and Doerr Road, has withdraw his purchase proposal. No Site Plan was presented.

August 21, 2024

The meeting was cancelled due to lack of agenda items.

September 18, 2024

The meeting was cancelled due to lack of agenda items.

October 16, 2024

Andy Daniels, Aspire Health CEO, representing Northeast Tuscola Healthcare, SELAD Corporation, and Hills and Dales Hospital, spoke on the desire to rezone hospital related parcels from current residential zoning to Office (OS-1) zoning. Current hospital owned properties are used for the hospital, office spaces, IT processing facilities, storage facilities and vacant land.

Dr. James Thomas, a local dentist, also owns similar properties which are zoned residential, has mentioned his desire to request rezoning to Office (OS1).

Per a conversation with David McArthur, Elkland Township Assessor, zoning does not affect taxable value. Taxable values are dependent on Residential, Agricultural, Industrial, Commercial or Exempt (Municipal, School, or Non-Profit) Classifications.

By general consensus, Manager Powell was to reach out to Dr. James Thomas to verify his desire to rezone his properties in the area, and if verified, bundle the ordinance with the hospital request for approval by the Village Council in January 2025.

November 20, 2024

Proposed Ordinance # 200, Permitted Use of First Floor Buildings in Community Business Districts, and Proposed Ordinance # 201, Residential Storage Containers and Dumpsters were reviewed by legal, and would be on January 15, 2025 agenda, to discuss enforcement language with Cass City Police Chief James Freeman.

Manager Powell presented plans to have McKenna update the 2025 Cass City Five Year Master Plan, with the proposed cost included in the proposed 2025 Village of Cass City Financial Budget.

The Village has received approval for a CEDAM Fellow placement, with one of the fellow's tasks being the Master Plan completion.

Powell added that updates to the Zoning Ordinance were planned for 2025, having Giffels Webster update the Zoning Map, with annexations, zoning reclassifications, and adding new ordinances and amendments in the zoning books/on-line.

A Forestry Grant was approved to inventory Village "owned" trees in the right of ways in the Village of Cass City. A plan will be developed to identify the current locations and types of trees in the Village and recommendations for replacement, costs and timeline.

An overview of the recent Michigan Association of Planners training held in October 2024 on Community Involvement and Public Participation Plan was conducted. Feedback included well-informed instructors, utilization of real-life examples, a great networking experience, and excellent materials and worksheets.

December 18, 2024

The Planning Commission meeting was cancelled due to the holiday schedule. The next meeting is scheduled for January 15, 2025.

Note:

Throughout this summary, the Zoning Ordinances are referenced. To access the adopted Clearzoning Ordinance in full, go to:

<https://casscity.org/images/Ordinances/CassCity2021-02-15.pdf>

VILLAGE OF CASS CITY
PROPOSED ORDINANCE NO. 201

AN ORDINANCE TO AMEND THE ZONING ORDINANCE, IN RELATION TO THE CASS CITY CODE OF ORDINANCES, CHAPTER 46, ZONING, ARTICLE V, SITE STANDARDS, DIVISION 3, SECTION C4, DUMPSTERS.

THE VILLAGE OF CASS CITY ORDAINS:

The Village Council of Cass City hereby amends the Village Ordinance, Chapter 46, Zoning, Article V, Site Standards, Division 3, Section C, Subsection 4. Dumpsters, as follows:

Subsection a. shall be repealed in its entirety and replaced with the current subsection b. "Dumpsters Permanent;" and subsections c. and d. shall be added.

Subsection b. shall then read as follows:

"b. Residential Storage Containers and Dumpsters, when used in this section, shall have the meaning ascribed to them in this section, except where the context indicates a different meaning and shall include storage containers, cargo containers, storage pods or other standardized reusable vessel, and further defined as:

- i. a large trash receptacle designed to be hoisted and emptied into a truck or hauled away. (as defined by Oxford English Dictionary)
- ii. that are designed for or used in the packing, shipping, movement or transportation of freight, articles, goods or commodities; or
- iii. originally designed for or capable of being mounted or moved by rail, truck, or ship by means of being mounted on a chassis or similar transport device. The definition includes the terms "transport containers" and "portable site storage container" having a similar appearance to and similar characteristics of cargo containers.

Subsection c. shall then read as follows:

"c. Compliance requirements:

- i. A single storage container may be placed on an occupied lot for the purpose of loading or unloading personal belongings to be transported to another location for a period of up to 14 days.

ii. Storage containers or dumpsters used in conjunction with a home improvement or construction project are permitted for the duration of an active building permit.

iii. In the event of remodeling that does not require a permit, remediation of hoarding, flood damage, fire damage, asbestos removal or similar catastrophes or emergency repairs, a single portable moving and storage container or roll-off dumpster is permitted on an improved driveway surface for a period of up to 30 days. Time frame extensions can be made by the zoning administrator discretion.

iv. Containers shall be located on an improved driveway surface and shall not be located in the public right-of-way or private road easement. **Temporary containers located in the public right of way require an easement permit.**

v. Storage containers, dumpsters, pods and shipping containers shall not be used for a permanent accessory, structure, living/habitable spaces, and/or permanent storage on any lot.

Subsection d. shall then read as follows:

“d. Penalties.

i. The first notification of violation shall be a warning and property owner shall have 15 days to come into compliance. The second violation of this ordinance is a municipal civil infraction, for which the fines shall not be less than \$150.00. The fine for a third offense shall not be less than \$250.00 per day. The foregoing sanctions shall be in addition to the rights of the village to proceed at law or equity with other appropriate and proper remedies.

ii. Additionally, the violator shall pay costs which may include all expenses, direct and indirect, which the village incurs in connection with the municipal civil infraction.

iii. Each day during which any violation continues shall be deemed a separate offense.

iv. In addition, the Village may seek injunctive relief against persons alleged to be in violation of this ordinance, and such other relief as may be provided by law.

v. This ordinance shall be administered and enforced by the Ordinance Enforcement Officer of the village or by such other person(s) as designated by the village manager.

A MOTION TO INTRODUCE AND CONDUCT THE FIRST READING OF PROPOSED ORDINANCE # 201, TO AMEND THE ZONING ORDINANCE, IN RELATION TO THE CASS CITY CODE OF ORDINANCES, CHAPTER 46, ZONING, ARTICLE V, SITE STANDARDS, DIVISION 3, SECTION C4, DUMPSTERS

Was offered by Trustee _____ and supported by Trustee _____

Ayes: Nays:

Resolution: Approved / Not Approved

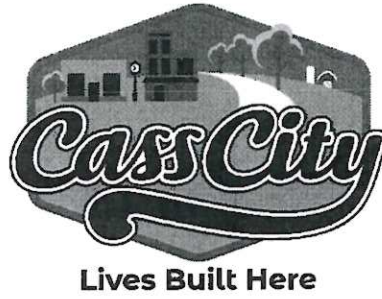
Section 2. This Ordinance is hereby declared to have been adopted by the Village of Cass City Council at a meeting thereof duly called and held on the ___ day of _____, 2025 and ordered to be given effect immediately upon its adoption.

_____, Village President _____, Village Clerk

Notice of adoption published in the Tuscola County Advertiser on _____, 2025.

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the Village Council of the Village of Cass City, County of Tuscola, State of Michigan at a regular meeting of Village Council duly called and held on the _____ day of _____, 2025.



TO: Village Council
FROM: Debbie Powell, Village Manager
DATE: March 28, 2025
RE: March Manager's Report

GRANT APPLICATIONS

I have been busy working on a federal grant application to Representative McClain's office for additional funding for our wastewater treatment plant project, in the amount of \$1.6 million. At the time we applied to USDA we were awarded a grant in the amount of \$7,605,723.36. They gave us all the money they had that year; however, we were eligible for an additional \$1,642,277 in funds should they have been available. We can apply for grants through the federal and state government to reduce our loan amount of \$8,294,300. If we receive more grant funds, then that reduces our loan and subsequently will decrease our projected sewer utility rate increases to meet our debt service. I plan to request a grant through State Representative Alexander's office also. The federal and state grant applications are due in April.

MARCH MEETINGS

March 14: I attended the Eastern Michigan Council of Government (EMCOG) meeting with Laken at Bridgeport Township Hall. There was an excellent presentation by Anna Shires concerning Federal Home Bank (FHL), a bank for banks that is required to return ten percent of their net earnings in the form of grants. This information was included in the Housing Development Guide of incentives for developers that was created by Laken and distributed this week.

I also spoke with the EMCOG Director about using their services to perform a PASER study of our roads to update our Transportation Asset Management Plan. We discussed the possibility of their technician adding this information to our Geographical Information System (GIS) ESRI software and database to document and better manage our street maintenance.

March 21: Attended a Zoom meeting with EGLE representatives, Jim McClosky from Tuscola County EDC, and owner Ron Anderson of the former Nestle building. The remediation bids were higher than anticipated and budgeted. There were two components of the bid: 1) asbestos abatement services; and 2) lead abatement services. After much discussion it was agreed to recommend the Qualified Abatement Services, Inc. bid for asbestos abatement services in the amount of \$36,800. The lead abatement services will be rebid in hopes of attracting a local bidder who would charge less. The project continues to move forward with a deadline of completion by August 2025.

March 25: Attended the Tuscola County EDC meeting. The Board is in the process of hiring a new director and plan to interview applicants soon. The position is open until filled. A move to the Tuscola County MSU extension office on Green Street in Caro is anticipated in the next few months also.

TREE BIDS

The Village went out to bid for trees in our downtown. We received three bids from vendors, and upon review we had some concerns with alternatives suggested, caliper and size of trees, and some of the specifications and tree selection. Staff has decided to do more research and to rebid. The plan is to rebid this summer and install the trees in the fall. In the meantime, Davey Resource, Inc. will conduct our tree inventory.

OTHER MISC ITEMS

- Yard Waste and Brush Collection begins in April
- Staff is working on the Spring Newsletter to be sent out in April
- The May Committee of the Whole meeting has been rescheduled to Wednesday, May 7 at 6 pm at the Municipal Building – there will be a presentation on housing grants

There is one additional item to mention. I will be on vacation April 14 – 21 during the Easter Holiday. Police Chief Jim Freeman will serve as Acting Village Manager during my absence.

Happy Spring and Happy Easter!



Moving Forward Working Together

Office of the Clerk/Treasurer
March 2025

Certifications/Recertifications:

This month, the following were completed:

- Annual Recertification of Passport Agents – Wallace, Walsh
- Annual Recertification of Passport Agency Manager – Walsh
- Annual Recertification of Passport Agency – Village of Cass City
- Annual Recertification of Federal System for Award Management (SAM) Federal Registry - Village of Cass City

Activities:

- Launching Positive Pay, a payment verification software program for Checking
- MGFOA Spring Seminar – GASB Audit Update, Audit Prep, Legislative Update, Succession Planning, Economic Outlook
- BS&A Accounting Retention Call - .NET (Software on VOCC Network) vs. Cloud-Based, Verifying future support for .NET
- Annual Reports Completed– Planning Commission, DDA, EDC
- Arranging look-up options for 2025 Assessing Database for VOCC
- Year-End Balancing for Fiscal Year 2024, including Fixed Asset and Depreciation Reviews

In the Coming Months:

- Audit Field Work Week is April 21-25, 2025.
- Tuscola Equalization to release 2025 Taxable Values in April 2025
- Village Council to set 2025 Millage Rates in May 2025
- 2024 Village of Cass City Financial Audit to be released June 2025
- 2025 Tax Bills to be printed and distributed before July 1, 2025
- In-depth Investment, Fund Balance and Cash Flow Analysis to provide for Village activities prior to tax receipting season

Nanette Walsh, Clerk/Treasurer



Lives Built Here

PARKS & RECREATION SUMMARY MARCH 2025

- Parks & Recreation committee meeting held on 3-11-25
- Attended Cass River Greenway meeting to discuss future collaboration with Kelly Rd. kayak launch site
- Interviewed & hired Pool Coordinator, Day Camp Coordinator & Head Counselor
- Started interviewing seasonal Parks staff; proactively establishing schedules
- Completed online auction/sale of Parks trucks/equipment
- Met with Morgan Erla to review details for Red Hawk Rumble baseball tournament
- Completed pool & day camp registration forms, promoted on website
- Scheduled to attend Certified Pool Operator class April 8-9

COMMUNITY DEVELOPMENT SUMMARY MARCH 2025

- Continued assistance with Street Forestry Management project
- Continued engagement, project collaboration & event planning with local community agencies; Cass City Chamber, L.E.A.D. Tuscola, DDA/EDC, Freedom Festival, Cass City AAUW meeting, Rotary annual fundraiser
- MEDC training for Redevelopment Ready Community Best Practices
- Work with Laken to identify vacant commercial buildings, contact owners and discover potential properties to list on the MEDC website
- Attended CEDAM seminar on DDA/TIF practices
- Routine retention visits with local business owners, including contact with “new” building owners to discuss future/status on opening new storefronts
- Continued collaboration with buyers on the former Cultural Center, Fairway and DaVita Dialysis building
- Work with local businesses for Match on Main grant application, reviewed/scored
- Attended monthly Department Head meeting to discuss monthly goals and collaboration on common projects
- Research and identify other grant opportunities; MHSDA (housing), DTE (various), America250MI

Submitted By: Melanie Radabaugh, Director of Community Development, Parks, and Recreation

Cass City Police Department

6506 Main Street

P.O. Box 123

Cass City, Michigan 48726-0123

Phone: (989) 872-2911

Fax: (989) 872-4855

email: ccpdfreeman@casscity.org

March 27, 2025

Police Activity Report for March 2025

Calls for service in March 2025 (64 *complaints*) have *decreased* from February 2025 (79 *complaints*). It should be noted that the *monthly comparison* is 26 days to 28 days.

Calls for service decreased in 2025 (242 complaints) from the same reporting period in 2024 (458 complaints).

Comparing the same reporting period in 2025 to 2024

- Assaults have *decreased*.
- Burglary has *stayed the same*.
- Larceny has *decreased*.
- Damage to Property has *decreased*.
- Fraud has *decreased*.
- Traffic Crashes have *increased*.
- Traffic and Parking Violations have *decreased*.
- Family Offense-Other and Family-Child Abuse/Neglect have *decreased*.

Code/Ordinance Enforcement

The statistics/numbers below for 2025 **DO NOT** include open code violations from previous years.

- 3 properties with *Blight/Rubbish*
- 0 *Vacant Properties*
- 7 *Animal*
- 1 *Golf Carts/ORV/ATV*

- 11 *Inoperable Vehicle*
- 2 *Recreational Vehicle Storage*
- 0 properties in violation of the *Grass/Weed*
- 0 properties with Council Approved Livestock

Meetings

- Chief Freeman – Department Head
- Chief Freeman & Sgt Pierce – Village Council
- Chief Freeman & Sgt Pierce – MCOLES Pre-Audit
- Sgt Pierce – Personnel & Public Safety
- Chief Freeman & Sgt Pierce – Committee of the Whole
- Sgt Pierce & Officer Coleman – Tuscola County School Safety

Training

Sgt Pierce : Understanding Garrity & Administrative Compelled Statements
 Outlaw Motorcycle Gangs
 High Risk Unified Command
 Safety Restraint System

Significant Events

Criminal Sexual Conduct 2nd (x2)
 Criminal Sexual Conduct 4th (
 Suicidal Person
 Elder Abuse
 Felonious Assault
 Minor in Possession of a Controlled Substance
 Child Abuse

Public Relations

The department provided escorts for the Cass City Wrestling team for the State tournament.

Officer Coleman was interviewed for the Red Hawk Squawk Talk Podcast.

Offense Report

Report Criteria:

Start Date	End Date	Start Offense	End Offense	Status
01/01/2025	03/26/2025	99010	99011	ALL

Incident	Rprt Date	Description	Area	Officer	Status
<i>9901-0 -- VILLAGE ORDINANCE VIOLATION</i>					Count: 4
25-000070	01/25/2025	Door to Door Soliciting		HARTZELL, WILLIAM	Closed
25-000119	02/12/2025	Winter Parking		HARTZELL, WILLIAM	Cleared by Citation
25-000147	02/21/2025	Snow Violation		COLEMAN, ASHLEY	Closed
25-000148	02/21/2025	Snow Violation		COLEMAN, ASHLEY	Closed
<i>9901-0A -- ANIMALS</i>					Count: 7
25-000082	01/28/2025	Recreational Storage		COLEMAN, ASHLEY	Complied
25-000131	02/14/2025	Barking Dog		WAGNER, JEFFREY	Cleared by Citation
25-000132	02/15/2025	Dog at Large		WESSELS, DREW	Closed
25-000141	02/19/2025	Harboring Wildlife		PIERCE, RYAN	Closed
25-000149	02/21/2025	Dispatch Deer		COLEMAN, ASHLEY	Closed
25-000153	02/23/2025	Barking Dog		HARTZELL, WILLIAM	Closed
25-000234	03/24/2025	Dog @ Large/Failure to Clean		FREEMAN, JAMES	Turned Over Animal Control
<i>9901-0C -- GOLF CARTS</i>					Count: 1
25-000219	03/18/2025	Golf Cart Violation		FREEMAN, JAMES	Closed
<i>9901-0H -- RECREATIONAL VEHICLE STORAGE</i>					Count: 2
25-000082	01/28/2025	Recreational Storage		COLEMAN, ASHLEY	Complied
25-000126	02/13/2025	Recreational Storage/Inoperable Vehicles		FREEMAN, JAMES	Open
<i>9901-0J -- INOPERABLE VEHICLE</i>					Count: 11
25-000019	01/08/2025	Inoperable Vehicle/Rubbish on Property		WAGNER, JEFFREY	Complied
25-000020	01/08/2025	Inoperable Vehicles/Rubbish on Property		WAGNER, JEFFREY	Complied
25-000040	01/16/2025	Inoperable Vehicle		FREEMAN, JAMES	In Person Contact
25-000051	01/22/2025	Inoperable Vehicle		FREEMAN, JAMES	Open
25-000052	01/22/2025	Inoperable Vehicle		FREEMAN, JAMES	Complied
25-000056	01/23/2025	Inoperable Vehicle		FREEMAN, JAMES	Complied
25-000086	01/29/2025	Inoperable Vehicle		FREEMAN, JAMES	Open
25-000121	02/12/2025	Inoperable Vehicle		FREEMAN, JAMES	Open
25-000122	02/12/2025	Inoperable Vehicle		FREEMAN, JAMES	Open
25-000126	02/13/2025	Recreational Storage/Inoperable Vehicles		FREEMAN, JAMES	Open
25-000127	02/13/2025	Inoperable Vehicle/s		FREEMAN, JAMES	Open
<i>9901-0N -- UNNECESSARY NOISE</i>					Count: 1
25-000210	03/12/2025	Disturbing the Peace		WAGNER, JEFFREY	Closed
<i>9901-0R -- RUBBISH/GARBAGE IN YARD</i>					Count: 3
25-000019	01/08/2025	Inoperable Vehicle/Rubbish on Property		WAGNER, JEFFREY	Complied
25-000020	01/08/2025	Inoperable Vehicles/Rubbish on Property		WAGNER, JEFFREY	Complied
25-000097	02/01/2025	Rubbish on Property		WAGNER, JEFFREY	Open
<i>9901-0W -- WASTE COLLECTION</i>					Count: 2
25-000116	02/11/2025	Waste Collection		FREEMAN, JAMES	Open
25-000228	03/20/2025	Garbage Collection		FREEMAN, JAMES	Closed
Total:					31

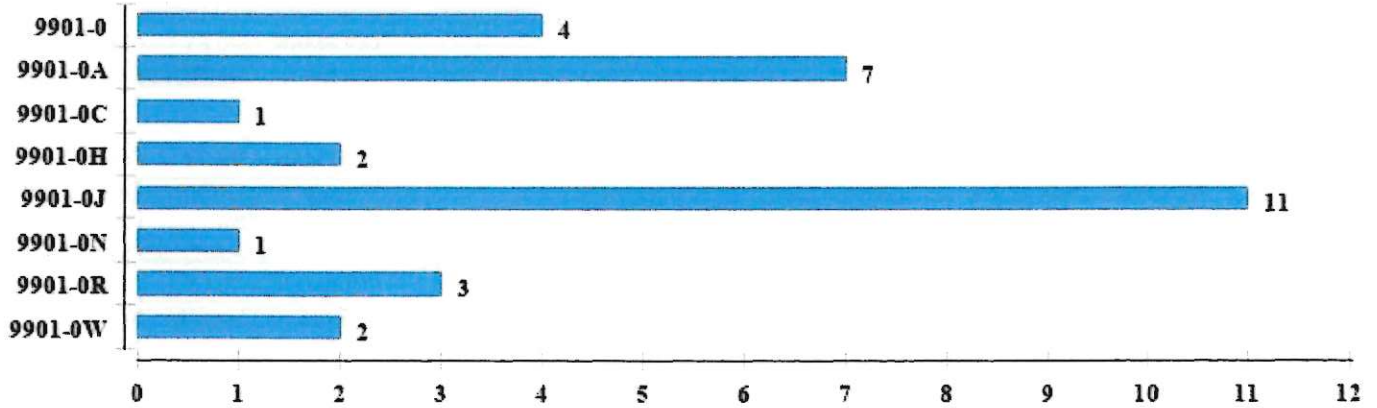
Offense Report

Report Criteria:

Start Date	End Date	Start Offense	End Offense	Status
01/01/2025	03/26/2025	99010	99011	ALL

Incident	Rprt Date	Description	Area	Officer	Status
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Offense Activity Counts



Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer
01000	PTL	ALL
2025	2024	
01/01/2025-03/26/2025	01/01/2024-03/26/2024	

Offense	Description	2025	2024
11007	SEXUAL CONTACT FORCIBLE - CSC 2ND DEGREE	1	0
11008	SEXUAL CONTACT FORCIBLE - CSC 4TH DEGREE	1	0
13001	NONAGGRAVATED ASSAULT	5	7
13002	AGGRAVATED/FELONIOUS ASSAULT	1	0
13003	INTIMIDATION/STALKING	3	7
23003	LARCENY - THEFT FROM A BUILDING	1	0
23007	LARCENY - OTHER	0	2
25000	FORGERY/COUNTERFEITING	1	0
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	1	2
26002	FRAUD - CREDIT CARD/AUTOMATIC TELLER MACHINE	0	2
26007	FRAUD - IDENTITY THEFT	1	1
29000	DAMAGE TO PROPERTY	0	3
30002	RETAIL FRAUD - THEFT	0	1
35001	VIOLATION OF CONTROLLED SUBSTANCES ACT	1	0
36004	SEX OFFENCE - OTHER	0	2
38003	OTHER FAMILY OFFENSE	7	3
50000	OBSTRUCTING JUSTICE	2	7
53001	DISORDERLY CONDUCT	0	4
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	0	6
54003	TRAFFIC OFFENSE	4	9
55000	HEALTH AND SAFETY	1	4
57001	TRESPASS	1	1
73000	MISCELLANEOUS CRIMINAL OFFENCE	0	1
91001	DELINQUENT MINORS	1	1
92004	INSANITY	0	2
93001	TRAFFIC CRASH	9	4
93002	NONTRAFFIC CRASH	1	2
93003	TRAFFIC VIOLATION - CIVIL	12	32
93004	PARKING	23	54
93006	TRAFFIC POLICING	4	24
93007	TRAFFIC SAFETY	1	3
93008	BREATHALYZER INSPECTION	3	3
93009	BREATHALYZER TEST	1	0
94002	FALSE ALARM ACTIVATION	5	4
98002	INVESTIGATION - VEHICLE	0	1
98003	PROPERTY INSPECTION	3	3
98004	OTHER INSPECTION	16	26
98006	CIVIL MATTER	8	12
98007	SUSPICIOUS SITUATION	17	21
98008	FOUND/LOST PROPERTY	3	8
99001	SUICIDE OR ATTEMPT	2	3
99007	PUBLIC RELATIONS	1	1
99008	GENERAL ASSISTANCE-NON POLICE AGENCY	47	34
99009	GENERAL NON-CRIMINAL	4	3
99010	VILLAGE ORDINANCE VIOLATION	4	2

Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer
01000	PTL	ALL
2025	2024	
01/01/2025-03/26/2025	01/01/2024-03/26/2024	

Offense	Description	2025	2024
99010A	ANIMALS	7	10
99010B	BLIGHT	0	7
99010C	GOLF CARTS	1	0
99010H	RECREATIONAL VEHICLE STORAGE	2	3
99010J	INOPERABLE VEHICLE	11	32
99010L	LOITERING	0	1
99010N	UNNECESSARY NOISE	1	1
99010R	RUBBISH/GARBAGE IN YARD	3	9
99010V	VACANT PROPERTY	0	24
99010W	WASTE COLLECTION	2	5
99010X	SIGNS	0	36
99010Y	HARBORING LIVESTOCK	0	2
99010Z	ZONING	0	1
99011	CURFEW VIOLATION	0	1
99013	ASSIST TO ANOTHER POLICE AGENCY	19	20
99911	911 HANGUP CALL	0	1
Totals:		242	458

Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer
01000	PTL	ALL
MARCH	FEBRUARY	
03/01/2025-03/26/2025	02/01/2025-02/28/2025	

Offense	Description	MARCH	FEBRUARY
11007	SEXUAL CONTACT FORCIBLE - CSC 2ND DEGREE	1	0
11008	SEXUAL CONTACT FORCIBLE - CSC 4TH DEGREE	0	1
13001	NONAGGRAVATED ASSAULT	2	1
13003	INTIMIDATION/STALKING	2	0
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	1	0
26007	FRAUD - IDENTITY THEFT	0	1
35001	VIOLATION OF CONTROLLED SUBSTANCES ACT	1	0
38003	OTHER FAMILY OFFENSE	4	2
54003	TRAFFIC OFFENSE	3	0
55000	HEALTH AND SAFETY	1	0
57001	TRESPASS	1	0
93001	TRAFFIC CRASH	0	5
93003	TRAFFIC VIOLATION - CIVIL	3	5
93004	PARKING	2	7
93008	BREATHALYZER INSPECTION	1	1
94002	FALSE ALARM ACTIVATION	2	0
98003	PROPERTY INSPECTION	1	0
98004	OTHER INSPECTION	0	6
98006	CIVIL MATTER	1	2
98007	SUSPICIOUS SITUATION	8	5
99001	SUICIDE OR ATTEMPT	1	0
99007	PUBLIC RELATIONS	0	1
99008	GENERAL ASSISTANCE-NON POLICE AGENCY	19	18
99009	GENERAL NON-CRIMINAL	2	0
99010	VILLAGE ORDINANCE VIOLATION	0	3
99010A	ANIMALS	1	5
99010C	GOLF CARTS	1	0
99010H	RECREATIONAL VEHICLE STORAGE	0	1
99010J	INOPERABLE VEHICLE	0	4
99010N	UNNECESSARY NOISE	1	0
99010R	RUBBISH/GARBAGE IN YARD	0	1
99010W	WASTE COLLECTION	1	1
99013	ASSIST TO ANOTHER POLICE AGENCY	4	9
Totals:		64	79

TUSCOLA COUNTY ECONOMIC DEVELOPMENT CORP

141 S Almer St, Caro, MI 48723 • 989.673.2849 • www.tuscolacountyedc.org • jmcloskey@tuscolaedc.org

March 3, 2025

Village of Cass City
Attn: Debbie Powell
6506 Main Street
Cass City, MI 48726

Dear Village of Cass City Council and Village Manager Powell,

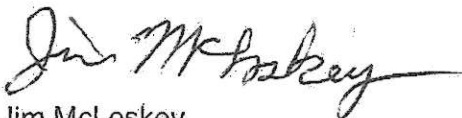
On behalf of the Tuscola County Economic Development Corporation Board of Directors, thank you for your partnership and support of our collective economic growth efforts.

This funding allows us to provide services to your local businesses through our grant and loan programs, encourage business development through commercial and industrial tax exemption programs, redevelop blighted property—such as the Nestles Building—through brownfield programs at both the State and Federal level, apply for and administer grants that benefit both business owners and municipalities. These services provide a win-win result for all of Tuscola County and the Village of Cass City.

As we continue to work on these programs, let us know if you have any questions or need assistance with any of our services.

You and your staff have always been friends of the EDC. We look forward to continuing our partnership for a long time to come.

Thank you,



Jim McLoskey
Assistant Director

