



City of Marquette, MI

Meeting Agenda City Commission

300 West Baraga Ave
Marquette, Michigan
49855

Monday, March 30, 2026
6:00 PM
Commission Chambers

Call to Order, Pledge of Allegiance and Roll Call

Approval of the Agenda

Announcements

Boards and Committees

1. Appointment(s)
Hannah Snow to the Public Art Commission for an unexpired term ending 02-26-29

Public Comments - Comments may not exceed three minutes per person. Please state your name and physical address when making public comments.

Presentation(s)

2. City of Marquette Climate Action Plan, by Northern Michigan University Fellow Anna Tousley
3. Arts and Culture Advisory Committee, by Johanna Worley

Consent Agenda - Roll Call Vote

4. **Consent Items**
 - 4.a Approve the minutes of the March 19, 2026 regular City Commission meeting
 - 4.b Approve the minutes of the March 19, 2026 work session
 - 4.c Approve the total bills payable in the amount of \$1,168,572.40 which excludes \$1,618.60 in City Commission travel reimbursement, this reimbursement will be New Business items 5-6

- 4.d Senior Center Donation
- 4.e Update to City of Marquette FOIA Procedures and Guidelines
- 4.f Schedule Public Hearing - Vault Brownfield Plan Amendment

New Business

- 5. Commissioner Larson and Commissioner Hanley Travel Reimbursement
- 6. Mayor Schloegel Travel Reimbursement
- 7. Cinder Pond Marina - MDNR Waterways Grant Application
- 8. Procedure to Fill BLP Vacancy

Public Comments - Comments may not exceed three minutes per person. Please state your name and physical address when making public comments.

Comments from the Commission

Comments from the City Manager

Adjournment

Kyle Whitney, City Clerk

If you require assistance to participate in any meeting, program or activity offered by the City of Marquette, please provide advanced notice to City of Marquette ADA Coordinator Eric Stemen at 906-225-8978 or via email at estemen@marquettemi.gov.

City of Marquette, MI

300 West Baraga Ave
Marquette, Michigan 49855

Monday, March 30, 2026

Consent Agenda - Roll Call Vote

Approve the minutes of the March 19, 2026 regular City Commission meeting

BACKGROUND:

FISCAL EFFECT:

RECOMMENDATION:

Approve the minutes of the March 19, 2026 regular City Commission meeting.

ALTERNATIVES:

ATTACHMENTS:

1. March 19 CC Minutes



Meeting Minutes City Commission

Thursday, March 19, 2026
6:00 PM
Commission Chambers

Call to Order, Pledge of Allegiance and Roll Call

Present: Gottlieb, Hanley, Larson, Mayer, Ottaway, Schloegel

Absent: Davis

Commissioner Jessica Hanley moved to excuse Commissioner Sally Davis due to personal reasons, seconded by Commissioner Cody Mayer and Carried Unanimously.

Approval of the Agenda

Commissioner Cary Gottlieb moved to Approve the agenda as presented, seconded by Commissioner Jessica Hanley and Carried Unanimously.

Announcements

Mayor Schloegel had no announcements.

Public Comments - Comments may not exceed three minutes per person. Please state your name and physical address when making public comments.

Marquette Area Public Schools Superintendent Zack Sedgwick said he wanted to recognize the recent work of City crews in the aftermath of the winter storm, which allowed local schools to open when nearby districts could not.

He then discussed the district's upcoming May 5 bond proposal, a request for 1.55 mills, and emphasized the scale and need for investment. MAPS operates seven student buildings totaling over 750,000 square feet, with an average building age of 60 years.

He stressed that while the structural integrity of buildings is sound, critical internal systems are outdated and inefficient, many dating back decades.

He outlined three core priorities of the bond proposal, Safety, Infrastructure, and Programming, and said the proposal would impact every building and every student in the district.

1. Consent Agenda - Roll Call Vote

Commissioner Michael Larson moved to Approve the Consent Agenda as written, seconded by Mayor Pro Tem Jerney Ottaway and Carried Unanimously by Roll Call Vote.

- 1.a. Approve the minutes of the February 23, 2026 regular Commission meeting
- 1.b. Approve the total bills payable in the amount of \$1,553,864.29
- 1.c. Grant Agreement - Public Art Landscape Garden
- 1.d. KBIC Funding for the Hospitality House of the Upper Peninsula, Inc.
- 1.e. KBIC Funding for the U.P. Children's Museum
- 1.f. KBIC Funding for the YMCA
- 1.g. Marquette Cultural Trailhead - Construction Contract Change Order
- 1.h. Mobile Food Vending Resolution - Roll Call Vote
- 1.i. Peg Hirvonen Bandshell - Construction Contract Change Order
- 1.j. Public Art - Anishinaabe Star Knowledge Stories
- 1.k. Public Art - Landscape Garden
- 1.l. Sault Ste. Marie Tribe of Chippewa Indians Funding for the City of Marquette Fire Department
- 1.m. Sault Ste. Marie Tribe of Chippewa Indians Funding for the U.P. Children's Museum
- 1.n. Sault Ste. Marie Tribe of Chippewa Indians Funding for the YMCA
- 1.o. Schedule Public Hearing - Rezoning of 1308, 1400, 1402 Division Street

New Business

2. Active Transportation Plan

Commissioner Cary Gottlieb moved to Approve adoption of the City of Marquette Active Transportation Plan, seconded by Mayor Pro Tem Jerney Ottaway and Carried Unanimously.

3. Congressionally Directed Spending Request

Commissioner Jessica Hanley moved to direct the City Manager to submit the requests identified for Fiscal Year 2027 Congressional Directed Spending with the appropriate Federal Legislative Office, seconded by Commissioner Cody Mayer and Carried Unanimously.

Public Comments - Comments may not exceed three minutes per person. Please state your name and physical address when making public comments.

Superintendent Zack Sedgwick continued his explanation of the district's upcoming millage request, explaining that MAPS identified over \$100 million in infrastructure needs through internal analysis, consistent with a recent statewide study. He stated that the proposed \$60 million bond amount was determined through community input, including a survey offering multiple funding scenarios, with respondents favoring the \$60 million option. He highlighted the limitations of existing funding, the importance of infrastructure investment for operational efficiency, and the role of the proposal in supporting academics, career and technical education, and workforce readiness.

Comments from the Commission

Commissioner Gottlieb said that he is looking forward to the bandshell project being completed soon.

Commissioner Hanley thanked public works and city staff that helped keep the community functioning in the aftermath of the recent winter storm. She also said that while the City Commission won't take an official stance on the MAPS millage proposal, she personally supports it. Commissioner Hanley also pointed out that in the lead-up to the May 5 election, there will be early in-person voting -- this is scheduled from 8 a.m. to 4 p.m. on Thursday, April 30; Friday, May 1; and Saturday, May 2.

Commissioner Ottaway praised the staff and public works response to the storm. He thanked Superintendent Sedgwick for the information tonight, and reminded everyone that the election is scheduled for May 5.

Commissioner Larson talked about the cleanup efforts following the recent storm and echoed the fact that the millage vote is May 5.

Commissioner Mayer talked about the impacts of the recent storm.

Schloegel talks about the storm, updates from city staff, BLP.

Mayor Schloegel said commended City, BLP, and DDA staff for their effective response to the recent storm that allowed the community to quickly return to normal operations. He reflected on the community's resilience and ability to handle severe weather, referencing recent media attention.

Comments from the City Manager

City Manager Karen Kovacs provided additional information on storm response resources, encouraging residents in need of non-emergency assistance to dial 211 for support. She described the City's storm response as exceptional, noting that public works crews have been working extensively under challenging, non-routine conditions, and she advised that some sidewalks, including school routes, may not yet be cleared due to the volume of snow and equipment limitations, but that work is ongoing in coordination with local schools.

Adjournment

Mayor Schloegel adjourned the meeting at 6:30 p.m.

Paul Schloegel, Mayor

Kyle Whitney, City Clerk

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City of Marquette, MI

300 West Baraga Ave
Marquette, Michigan 49855

Monday, March 30, 2026

Consent Agenda - Roll Call Vote

Approve the minutes of the March 19, 2026 work session

BACKGROUND:

FISCAL EFFECT:

RECOMMENDATION:

Approve the minutes of the March 19, 2026 work session

ALTERNATIVES:

ATTACHMENTS:

1. March 19 WS minutes



City of Marquette, MI

300 West Baraga Ave
Marquette, Michigan 49855

Meeting Agenda City Commission

WORK SESSION

Thursday, March 19, 2026

5:00 PM

Commission Chambers

Call to Order, Pledge of Allegiance and Roll Call

Present: Gottlieb, Hanley, Larson, Mayer, Ottaway, Schloegel

Absent: Davis

Announcements

Mayor Schloegel had no announcements.

Public Comments - Comments may not exceed three minutes per person. Please state your name and physical address when making public comments.

There were no public comments at this time.

1. Vault Marquette Project Update

The City Commission received an update from developer Jen Julien regarding revisions to the previously approved Vault Marquette project.

Ms. Julien explained that, following several years of due diligence, the project team has encountered a number of site- and project-related challenges that require a shift in approach. These include site excavation issues, the presence of contaminated soils on the property, and the need for specialized foundation systems. In addition, rising construction costs have affected the feasibility of the original design.

As a result, she said, the development team is proposing to re-sequence and scale back the early phases of the project. The previously planned redevelopment of the Savings Bank building will be deferred, and the project will instead begin with construction of a hotel and associated site improvements. The parking component has also been redesigned, replacing the original plan with a smaller, privately owned open-air deck.

City staff noted that these changes have downstream impacts on previously approved agreements, particularly the Brownfield plan and related reimbursement

structure. The revised concept reduces the overall Brownfield request and eliminates the City's prior role in financing and potentially acquiring a public parking structure.

Jen Julien indicated that, despite the scaled-back approach, the project still relies on Brownfield tax increment financing and associated state and local support to address environmental remediation, site constraints, and necessary infrastructure improvements.

Commission discussion focused on the proposed parking changes, the impacts to the public benefit of Brownfield support, and overall project timing.

City staff indicated that formal amendments to the Brownfield plan and related agreements will be brought before the Commission for consideration in the coming weeks.

Public Comments - Comments may not exceed three minutes per person. Please state your name and physical address when making public comments.

There were no public comments at this time.

Adjournment

Mayor Schloegel adjourned the meeting at 5:48 p.m.

Paul Schloegel, Mayor

Kyle Whitney, City Clerk

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City of Marquette, MI

300 West Baraga Ave
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Monday, March 30, 2026

Consent Agenda - Roll Call Vote

Senior Center Donation

BACKGROUND:

Carol Steinhaus recently notified staff that she wished to make a donation of \$10,000 to the Marquette Senior Center for general operating purposes.

FISCAL EFFECT:

Amend the Fiscal Year 2026 budget by \$10,000 to allow for additional expenditures.

RECOMMENDATION:

Accept the donation of \$10,000 in accordance with the City's acceptance of donation policy and authorize the Treasurer to provide a receipt.

ALTERNATIVES:

As determined by the Commission.

ATTACHMENTS:

None

City of Marquette, MI

300 West Baraga Ave
Marquette, Michigan 49855

Monday, March 30, 2026

Consent Agenda - Roll Call Vote

Update to City of Marquette FOIA Procedures and Guidelines

BACKGROUND:

The Michigan Freedom of Information Act (MCL 15.234) requires each municipality to adopt and maintain written procedures and guidelines, as well as a written public summary of those procedures.

The proposed City Commission Policy updates the City of Marquette's Freedom of Information Act (FOIA) Procedures and Guidelines, originally adopted in 2015, to ensure continued compliance with state law and to reflect current administrative practices.

The updated policy largely mirrors the requirements of state law and establishes a clear, citywide framework for responding to FOIA requests. Key provisions include:

- Designation of the City Clerk as FOIA Coordinator for general records and the Police Chief as FOIA Coordinator for Police Department records;
- Standardized processes for receiving, processing, and responding to requests within statutory timelines;
- Clarification of allowable fees, deposits, and cost calculations consistent with state law;
- Formal procedures for appealing denials and fee determinations to the City Commission.

The policy does not materially alter the City's process for facilitating public access to records, but simply aligns the City's written procedures with current practice, improves clarity, and removes outdated or unnecessary language from the prior version.

In addition to this policy, staff will prepare and make available a written public summary of FOIA procedures, as required by law. This summary is intended to provide residents with a simplified overview of how to submit requests, how the City responds, and what fees and appeal options may apply.

FISCAL EFFECT:

None by this action.

RECOMMENDATION:

Adopt the updated version of City Commission Policy 2015-01 "City of Marquette FOIA Procedures and Guidelines Policy".

ALTERNATIVES:

As determined by the Commission.

ATTACHMENTS:

1. Proposed Policy 2015-01

**CITY OF MARQUETTE, MICHIGAN
CITY COMMISSION POLICY**

Policy Number: 2015-01	Revision Date(s): 03-30-26
Date Adopted: 04-27-15	
Department: Administrative	

SUBJECT: CITY OF MARQUETTE FOIA PROCEDURES AND GUIDELINES

PURPOSE: This policy is intended to provide clear direction to City staff and the public as regards City of Marquette compliance with the State of Michigan Freedom of Information Act.

POLICY:

Preamble: Statement of Principles

The City of Marquette’s policy with respect to Freedom of Information Act (FOIA) requests is to comply with State law in all respects and to respond to FOIA requests in a consistent and fair manner.

With this goal in mind, the City Commission establishes the following policy. This policy is intended to be paired with a written public summary, which will be made available in the City Clerk’s office and on the City’s website.

This document constitutes the City of Marquette’s written procedures and guidelines for responding to requests for public records under the Michigan Freedom of Information Act, as required by MCL 15.234, and is adopted pursuant to that authority.

Section 1: General

The City Commission, in compliance with MCL 15.236, designates the City Clerk as the FOIA Coordinator for all general record requests. He or she is authorized to designate other City staff to act on his or her behalf to accept and process written requests for the City’s public records and to approve denials.

Additionally, the City Commission, in compliance with MCL 15.236, designates the City Police Chief as the FOIA Coordinator for all requests that pertain solely to documents retained or generated by the City Police Department. He or she is authorized to designate other City Police Department staff to act on his or her behalf to accept and process written requests for the City’s public records.

The City Clerk will oversee the response to all records requests, with the exception of those requests that pertain solely to documents retained or generated by the City Police Department – such as arrest records, incident reports, or investigation files. Such requests will be overseen by the Police Chief.

If a request for a public record is received by email, the request is deemed to have been received on the following business day. If a request is sent by email and delivered to a City spam or junk mail folder, the request is not deemed received until one day after the FOIA Coordinator first becomes aware of the request. City staff shall review relevant spam and junk mail folders on a regular basis.

The FOIA Coordinator may, in his or her discretion, implement administrative rules, consistent with State law and this policy to administer the acceptance and processing of FOIA requests.

FOIA requests are requests for existing records. The City is not obligated to create a new public record, including compiling, summarizing, or analyzing information in response to a request. Neither the FOIA Coordinator nor other City staff are obligated to provide answers to questions contained in requests for public records or regarding the content of the records themselves.

This policy and a written public summary will be maintained on the City's website, and when the City responds to a FOIA request, a link to those documents will be provided in lieu of providing paper copies.

Section 2: Requesting a Public Record

No specific form to submit a request for a public record is required. However, the FOIA Coordinator shall make available a FOIA Request Form for use by the public.

Requests to inspect or obtain copies of public records prepared, owned, used, possessed or retained by the City may be submitted on the City's FOIA Request Form, or in writing through other means. Written requests for public records may be submitted in person or by mail to any City office. Requests may also be submitted electronically by email. Upon City staff's receipt, requests for public records shall be promptly forwarded to the appropriate FOIA Coordinator for processing.

A request must include the requesting person's complete name, address, and contact information, and if the request is made by a person other than an individual, the complete name, address, and contact information of the person's agent who is an individual. An address must be written in compliance with United States Postal Service addressing standards. Contact information must include a valid telephone number or electronic mail address.

A request must sufficiently describe a public record so as to enable City personnel to identify and find the requested public record.

A person may request that public records be provided in a non-paper physical media format, by email, or in another digital format in lieu of paper copies. The City will provide records in the format requested only if the City has the technological capability to provide the records in the requested format.

A person may subscribe to future issuances of public records that are created, issued or disseminated by the City on a regular basis. A subscription is valid for up to 6 months and may be renewed by the subscriber.

A person serving a sentence of imprisonment in a local, state or federal correctional facility is not entitled to submit a request for a public record. The FOIA Coordinator will deny all such requests.

Section 3: Processing a Request

Unless otherwise agreed to in writing by the person making the request, the City will issue a response within five (5) business days of receipt of a FOIA request.

The City will respond to a request in one of the following ways:

- Grant the request.
- Issue a written notice denying the request.
- Grant the request in part and issue a written notice denying the request in part.
- Issue a notice indicating that due to the nature of the request the City needs an additional 10 business days to respond for a total of no more than 15 business days. Only one such extension is permitted.
- Issue a written notice indicating that the public record requested is available at no charge on the City's website.

When determining all time calculations, requests received by email or other electronic transmission are deemed to have been received on the next business day following receipt.

A response will include a link to the location on the City's website where a copy of this policy will be made available, in addition to the written public summary.

When a request is granted

If the request is granted, or granted in part, the FOIA Coordinator shall provide a detailed itemization of any allowable costs incurred to process the request. Any payment owed must be made in full before the public record is made available. The requestor shall be notified of any amount due and how the records may be obtained once payment is made and processing is complete.

If the total allowable cost incurred to process a request is less than \$100.00, the City shall complete processing of the request without advance notice to the requestor, unless a requestor has asked to be notified in advance of potential charges.

If the FOIA Coordinator determines, based on a good-faith calculation, that the estimated cost to process a request will exceed \$100.00, or if the requestor has not paid in full for a previously granted request, the City may require a deposit in accordance with Section 4 of this Policy before continuing to process the request.

When requesting a deposit, the FOIA Coordinator shall provide the requestor with a detailed itemization of the allowable costs estimated to be incurred in processing the request, as well as an estimate of the

time required to provide the public records. These estimates are nonbinding, but shall be made in good faith and in an effort to be reasonably accurate, based on the nature and scope of the request.

When a request is denied or denied in part

If the request is denied or denied in part, the FOIA Coordinator shall issue a Notice of Denial. The Notice of Denial shall include, as applicable:

- An explanation of the basis for denial, including a citation to the applicable exemption under the Michigan Freedom of Information Act;
- A certification that the requested public record does not exist under the name or description provided by the requestor, or under another name reasonably known to the City; and/or
- A description of the public record or information within a public record that has been separated or deleted from the public record.

The Notice of Denial shall also include:

- Notice of the requestor's right to appeal the denial to the City Commission or to seek judicial review in the Marquette County Circuit Court;
- Notice of the requestor's right to seek attorneys' fees, costs, disbursements, and damages as provided under the Michigan Freedom of Information Act if the requestor prevails; and
- The signature of the FOIA Coordinator or designee.

If a request does not sufficiently describe a public record, the FOIA Coordinator may, in lieu of issuing a Notice of Denial, seek clarification or amendment of the request. Any clarification or amendment shall be considered a new request for purposes of response timelines under this Policy.

Requests to inspect public records

The City shall provide reasonable facilities and opportunities for persons to examine and inspect public records during normal business hours.

In certain circumstances, the inspection of public records may require the presence of City staff to ensure compliance with applicable laws, to maintain custody of records, or to protect records from loss, alteration, mutilation, or destruction. When staff presence is required for these purposes, the City may charge allowable labor costs associated with such presence.

Requests for certified copies

The FOIA Coordinator shall, upon written request, furnish a certified copy of a public record at no additional cost to the person requesting the public record.

Section 4: Fee Deposits

If the fee to provide requested records is estimated to exceed \$100.00, the requestor may be asked to provide a deposit not exceeding one-half of the total estimated fee prior to commencing with the request.

When requesting a deposit, the FOIA Coordinator shall provide the requestor with a detailed itemization of the allowable costs estimated to be incurred in processing the request, as well as an estimate of the

time required to provide the public records. These estimates are nonbinding, but shall be made in good faith and in an effort to be reasonably accurate, based on the nature and scope of the request.

If a request for public records is submitted by a person who previously failed to pay the City in full for copies of public records that were made available for release contingent upon a fee payment, the FOIA Coordinator may require a deposit equal to 100% of the good-faith estimate detailed in Section 3 of this policy. This provision holds true only if all of the following conditions are met:

- The final fee for the prior written request was not more than 105% of the estimated fee;
- The public records made available contained the information being sought in the prior written request and are still in the City's possession;
- The public records were made available, subject to payment, within the time frame estimated by the City to provide the records;
- At least ninety (90) days have elapsed since the FOIA Coordinator notified the requestor in writing that the public records were available upon payment;
- The requestor is unable to demonstrate proof of prior payment in full; and
- The FOIA Coordinator has prepared a detailed itemization of the estimated allowable costs for the subsequent written request.

The FOIA Coordinator shall not require a 100% deposit under this section if the requestor provides proof of prior payment in full to the City, if the City is subsequently paid in full for the prior written request, or if 365 days have elapsed since the requestor submitted the prior written request for which full payment was not remitted.

Section 5: Calculation of Fees

The City may charge a fee for the allowable costs incurred in processing a request for public records, as permitted under the Michigan Freedom of Information Act.

The City may charge labor costs for copying or duplication of public records. Labor costs for searching for, locating, examining, reviewing, and separating exempt from nonexempt information shall not be charged unless failure to do so would result in unreasonably high costs to the City due to the nature of the request, as determined on a case-by-case basis and specifically identified by the FOIA Coordinator.

Allowable costs under the Michigan FOIA include:

- Labor costs associated with copying or duplication of public records, including paper copies, digital copies, or transferring records to non-paper physical media or through electronic transmission;
- Labor costs associated with searching for, locating, examining, reviewing, and separating exempt from nonexempt information, when failure to charge such costs will result in unreasonably high costs to the City;
- The cost of paper copies of public records, not including labor;
- The cost of non-paper physical media when requested by the requestor; and
- The actual cost of mailing or sending public records.

Labor costs shall be calculated in accordance with the following:

- All labor costs will be estimated and charged in 15-minute increments, with partial increments rounded down. If the time involved is less than 15 minutes, there will be no charge.
- Labor costs will be charged at the hourly wage of the lowest-paid City employee capable of doing the work in the specific fee category, regardless of who actually performs the work.
- Fringe benefits shall be included in labor costs, not to exceed 50% of the applicable labor charge, and not to exceed actual fringe benefit costs.
- Overtime work will not be performed, and overtime labor costs will not be charged, unless the requestor has agreed in advance to the use of overtime. Any decision to utilize overtime remains at the discretion of the FOIA Coordinator.
- Contracted labor costs shall be charged at the actual cost incurred by the City, but shall not exceed six times the state minimum hourly wage.
- Paper copies of public records made on standard letter- or legal-sized paper shall not exceed \$0.10 per sheet. Double-sided copying shall be used when cost-saving and available.

Non-paper physical media shall be provided at the actual and most reasonably economical cost, and only if the City has the technological capability to provide the records in the requested format. The City will not accept non-paper media supplied by the requestor.

Mailing costs shall be limited to the actual cost of reasonably economical delivery, including the least expensive form of postal delivery confirmation if applicable. Expedited shipping or insurance shall not be charged unless specifically requested.

If the City fails to timely respond to a written request as required under the Freedom of Information Act, any applicable labor costs shall be reduced by 5% for each day the City exceeds the permitted response period, up to a maximum reduction of 50%, and the reduction shall be clearly noted in the detailed itemization of costs.

Section 6: Fee Waivers and Discounts

General

The cost of the search for and copying of a public record may be waived or reduced if in the sole judgment of the FOIA Coordinator, the cost is negligible or a waiver or reduced fee is in the public interest because it can be considered as primarily benefiting the general public.

Indigence

The City shall discount the first \$20.00 of the processing fee for a request for public records if the requestor submits an affidavit stating that the requestor is indigent and either:

- Is receiving specific public assistance; or
- Is not receiving public assistance but states facts demonstrating an inability to pay because of indigence.

The discount shall not be applied if:

- The requestor has previously received discounted copies of public records from the City two times during the same calendar year; or
- The requestor is requesting information in connection with another person who is offering or providing payment to make the request.

The FOIA Coordinator may make an affidavit form available for use by requestors.

Nonprofit organization advocating for developmentally disabled or mentally ill individuals

The City shall discount the first \$20.00 of the processing fee for a request submitted by a nonprofit organization that is formally designated by the State of Michigan to carry out activities under:

- Subtitle C of the federal Developmental Disabilities Assistance and Bill of Rights Act of 2000, Public Law 106-402; or
- The Protection and Advocacy for Individuals with Mental Illness Act, Public Law 99-319, or their successors.

The discount shall apply only if the request:

- Is made directly on behalf of the organization or its clients;
- Is made for a purpose consistent with the mission and provisions of those laws and section 931 of the Mental Health Code, 1974 PA 258, MCL 330.1931; and
- Is accompanied by documentation of the organization’s state designation, if requested by the City.

Section 7: Appeal of a Denial of a Public Record

If a requestor believes that all or a portion of a public record has been improperly withheld or exempted from disclosure, he or she may appeal the denial by submitting a written appeal to the City Commission through the office of the FOIA Coordinator.

An appeal must be in writing, must specifically state the word “appeal,” and must identify the reason or reasons the requestor is seeking a reversal of the denial. The City may make a FOIA appeal form available for use by requestors.

A written appeal of a denial is considered received by the City Commission on the date of the first regularly scheduled City Commission meeting following submission of the appeal.

At the next regularly scheduled City Commission meeting after receiving a written appeal, the City Commission shall render a judgment on the appeal, directing the FOIA Coordinator to respond in writing by either:

- Reversing the disclosure denial;
- Upholding the disclosure denial;
- Reversing the disclosure denial in part and upholding the disclosure denial in part; or
- Under unusual circumstances, issuing a notice extending for not more than 10 business days the period during which the City Commission shall respond to the written appeal. Only one such notice of extension may be issued for a particular written appeal.

If the City Commission fails to respond to a written appeal, or if the City Commission upholds all or a portion of the denial, the requestor may seek judicial review of the nondisclosure by commencing a civil action in the Marquette County Circuit Court.

Whether or not a requestor submits an appeal to the City Commission, he or she may file a civil action in Marquette County Circuit Court, as provided under the Michigan FOIA.

Section 8: Appeal of a FOIA Processing Fee

For purposes of this section, “fee” means the total fee or any component of the total fee calculated under the Michigan Freedom of Information Act, including any deposit.

If a requestor believes that the fee charged by the City to process a FOIA request exceeds the amount permitted by state law or under this policy, he or she may appeal for a fee reduction by submitting a written appeal to the City Commission through the office of the FOIA Coordinator.

An appeal must be in writing, must include the word “appeal,” and must identify the manner in which the required fee exceeds the amount permitted. The City may make a FOIA fee appeal form available for use by requestors.

A written appeal of an excessive fee is considered received by the City Commission on the date of the first regularly scheduled City Commission meeting following submission of the appeal.

Within 10 business days of receiving a written fee appeal, the City Commission shall render a judgment on the appeal, directing the FOIA Coordinator to respond in writing by either:

- Waiving the fee;
- Reducing the fee and issuing a determination indicating the specific basis that supports the remaining fee;
- Upholding the fee and issuing a determination indicating the specific basis that supports the required fee; or
- Extending the time to respond for not more than 10 additional business days and detailing the reason or reasons the extension is necessary. Only one such extension may be issued for a particular appeal.

If the City Commission reduces or upholds the fee, the written determination shall include a certification that the statements in the determination are accurate and that the fee complies with this policy and with the Michigan Freedom of Information Act.

If the City Commission fails to respond to a written appeal as required, or if the requestor disagrees with the City Commission’s determination, the requestor may seek judicial review of the fee by commencing a civil action in the Marquette County Circuit Court as provided under state law.

If a civil action is commenced regarding an excessive fee, the City is not required to complete processing of the request for the public record at issue until the court resolves the fee dispute.

Section 9: Conflict with Prior FOIA Policies and Procedures

To the extent that this policy conflicts with any prior FOIA policies or procedures adopted by the City Commission or the City of Marquette, this policy shall control.

To the extent that any provision of this policy, or any administrative procedure adopted by the FOIA Coordinator, is found to conflict with applicable state law, the state law shall control.

The FOIA Coordinator is authorized to adopt reasonable administrative rules and procedures, consistent with this policy and applicable state law, to facilitate the receipt, review, and processing of requests for public records under the Michigan Freedom of Information Act. Any administrative rules and procedures adopted by the FOIA Coordinator shall not amend or supersede this policy.

City of Marquette, MI

300 West Baraga Ave
Marquette, Michigan 49855

Monday, March 30, 2026

Consent Agenda - Roll Call Vote

Schedule Public Hearing - Vault Brownfield Plan Amendment

BACKGROUND:

The Vault Marquette Brownfield Plan was approved by the City of Marquette Brownfield Redevelopment Authority (MBRA) on June 17, 2021 and by the City Commission on July 12, 2021 for the redevelopment of the Marquette Savings Bank building at 101 S. Front Street and new construction at 119 S. Lakeshore Boulevard. Circumstances have required an alteration to the development plan and while the Eligible Property, Eligible Activity budget total and impact to taxing jurisdictions have not changed, a determination was made to amend the Brownfield Plan in accordance with the process required by Act 381.

A Brownfield Plan Amendment has been prepared that reflects the primary change to the development plan, shifting from a public parking deck financed by the City and MBRA with reimbursement from Brownfield Tax Increment Financing (TIF) revenues to a private parking deck with Brownfield TIF reimbursement. A future agreement is planned with the Marquette Downtown Development Authority (DDA) to manage future public use of the parking deck.

As part of the Brownfield Plan Amendment process, a public hearing must be established and held by the City Commission for the approval of the Brownfield Plan Amendment.

Approval of the Brownfield Plan Amendment will provide for the reimbursement of Brownfield Environmental and Non-Environmental Eligible Activity costs, including environmental due diligence and environmental response activities, lead and asbestos abatement, demolition, site preparation, and infrastructure, including the parking facility and public improvements.

The property is located in the DDA and Local Development Finance Authority (LDFA) Tax Increment Financing (TIF) Districts which have first right to certain tax increment revenues. Interlocal Agreements under the Urban Cooperation Act between the MBRA and the DDA and LDFA have been approved and executed to provide for Brownfield TIF capture and reimbursement.

The Brownfield Plan Amendment will be considered by the MBRA at a special meeting on April 8, 2026.

FISCAL EFFECT:

None by this action.

RECOMMENDATION:

Schedule a public hearing to consider the amended Vault Marquette Brownfield Plan for the April 13, 2026 meeting and approve the attached resolution.

ALTERNATIVES:

As determined by the Commission.

ATTACHMENTS:

1. Schedule Public Hearing Resolution



RESOLUTION

Public Hearing Establishment – Brownfield Plan Amendment Vault Marquette 101 S. Front Street and 119 S. Lakeshore Boulevard

At a regular meeting of the Marquette City Commission held at Marquette City Hall, 300 W. Baraga Avenue, Marquette, Michigan on March 30, 2026 at 6:00 p.m., the following resolution was offered by

Commissioner _____ and supported by

Commissioner _____.

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

Whereas the Marquette City Commission (the "Commission") established the City Marquette Brownfield Redevelopment Authority (MBRA) under the procedures under Act 381 on September 8, 1997 and certified by the State of Michigan on January 28, 1998 to facilitate the redevelopment of Brownfields within the City of Marquette; and,

Whereas the Vault Marquette Brownfield Plan was approved by the MBRA on June 17, 2021 and the Commission on July 12, 2021 for the redevelopment of the Marquette Savings Bank at 101 S. Front Street and 119 S. Lakeshore Boulevard and changes to the redevelopment precipitated a Brownfield Plan Amendment; and

Whereas the Vault Marquette Brownfield Plan Amendment has been prepared that outlines the qualifications, costs, impacts, and incentives for the project for reimbursement from Brownfield Tax Increment Revenues with the adoption of the Brownfield Plan Amendment for an 80-room hotel and parking facility on the 119 S. Lakeshore Boulevard and redevelopment of the former State Savings Bank and an addition at 101 E. Front Street; and

Whereas the City of Marquette Brownfield Redevelopment Authority will consider the Vault Marquette Brownfield Plan Amendment at a special meeting on April 8, 2026 and consider that the Brownfield Plan meets the requirements of Act 381 and constitutes a public purpose of preserving an historic building, significantly increasing the value of downtown property, job creation, increased private investment and economic development, and public infrastructure improvements; and

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

Whereas the Marquette City Commission desires to establish a public hearing for the Vault Marquette Brownfield Plan Amendment at their April 13, 2026 regular meeting.

Now, Therefore be it Resolved that the Marquette City Commission hereby establishes the public hearing for the Vault Marquette Brownfield Plan Amendment at the April 13, 2026 regular meeting, 6:00 p.m. in the City Commission Chambers, 300 W. Baraga Avenue, Marquette, with notice of the public hearing and notice to taxing jurisdictions in accordance with Act 381; and

Be it Further Resolved that should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof, other than the part so declared to be invalid; and,

Be it Further Resolved that any prior resolution, or any part thereof, in conflict with any of the provisions of this Resolution are hereby repealed.

Yes: _____

No: _____

Resolution duly adopted

Paul Schloegel, Mayor
City of Marquette

Certified to be a true copy,

Date

Kyle Whitney, City Clerk

City of Marquette, MI

300 West Baraga Ave
Marquette, Michigan 49855

Monday, March 30, 2026

New Business

Commissioner Larson and Commissioner Hanley Travel Reimbursement

BACKGROUND:

Commissioner Larson and Commissioner Hanley attended the annual Michigan Municipal League Conference held in Lansing March 9-12, 2026. The following checks will be issued for travel expenses incurred:

Commissioner Michael Larson, Check #1014078, \$727.30
Commissioner Jessica Hanley, Check #1014071, \$156.00

FISCAL EFFECT:

Total travel costs are \$883.30. Adequate funds are available within the Fiscal Year 2026 City Commission travel budget.

RECOMMENDATION:

Approve travel reimbursement for Commissioner Larson in the amount of \$727.30 and Commissioner Hanley in the amount of \$156.00 for the Michigan Municipal League Conference.

ALTERNATIVES:

As determined by the Commission.

ATTACHMENTS:

None

City of Marquette, MI

300 West Baraga Ave
Marquette, Michigan 49855

Monday, March 30, 2026

New Business

Mayor Schloegel Travel Reimbursement

BACKGROUND:

Mayor Schloegel attended the annual Michigan Municipal League Conference March 9-12, 2026. The following check will be issued for travel expenses incurred:

Mayor Paul Schloegel, Check #1014082, \$735.30

FISCAL EFFECT:

Total travel cost is \$735.30. Adequate funds are available within the Fiscal Year 2026 City Commission travel budget.

RECOMMENDATION:

Approve travel reimbursement for Mayor Paul Schloegel in the amount of \$735.30 for the Michigan Municipal League Conference.

ALTERNATIVES:

As determined by the Commission.

ATTACHMENTS:

None

City of Marquette, MI

300 West Baraga Ave
Marquette, Michigan 49855

Monday, March 30, 2026

New Business

Cinder Pond Marina - MDNR Waterways Grant Application

BACKGROUND:

The 2025 Five-Year Recreation Master Plan includes a Site Development Plan Detail and Timelines, within Chapter 12, that outline the need for replacement of the floating piers at Cinder Pond Marina.

The facility was built in 1995 with a useful life expectancy of 20 years. The City has performed extensive preventative maintenance on the piers to extend their life to 30 years. However, the system needs to be replaced at this time. Recent storm damage has accentuated the need.

The plan identifies the replacement of all floating infrastructure, associated utilities, a new layout to meet modern ADA standards and replacement of the anchoring system. The total estimated cost for the project is \$3,300,000. Staff intends to pursue this as a one-time grant and alternatively pursue it as a phased project which would fund fifty percent (50%) of the project costs, or \$1,650,000. The phased approach, if approved, would be implemented as a two-year project which includes a 2027 phase of \$2,040,500 with a match of \$1,020,250 and a second phase in 2028 totaling \$1,347,500 with a match of \$673,750.

On October 31, 2016, the City Commission voted to support the June 21, 2016 Harbor Advisory Committee (HAC) recommendation, as follows: *The Harbor Advisory Committee recommends the City Commission move forward with a two marina replacement plan (Generation II) including a comprehensive 15% seasonal rate increase in 2018 and 5% increase annually through the build-out of Cinder Pond Marina and a single pier at Presque Isle Marina with a minimum of 32 slips with consideration of an additional pier system at such time there is a \$350,000 replacement fund balance and 50 boats on the waiting list between both marinas.*

The following assumptions were built into HAC's motion: 2% annual inflation and a freeze-in pier system at Presque Isle Marina that would not require bubbling infrastructure or utility costs. Presque Isle Marina requires extensive bubbling to prevent ice damage and recent inflation has exceeded 2% since COVID.

On March 23, 2026, the Parks and Recreation Advisory Board (PRAB) voted to recommend the City Commission approve this application and that the City Commission revise its fiscal policy to include 15% seasonal rate increases for 3 years beginning with the 2027 season, 8% seasonal increases thereafter, and a review of the policy every 5 years.

Staff has completed the Waterways Grant Program Application with required supplemental information. The deadline for submitting the grant application is April 1, 2026.

FISCAL EFFECT:

Matching funds of \$1,650,000 would be required for the full project buildout. A funding source for the local match remains to be determined and will require separate Commission consideration once the project development approach (phased approach or single buildout) is identified.

RECOMMENDATION:

Approve the recommended fiscal policy and the submission of a Michigan Department of Natural Resources - Parks and Recreation Division Waterways Grant Program Application for Pier Replacement at Cinder Pond Marina, and authorize the City Manager or her designee to sign the application.

ALTERNATIVES:

As determined by the Commission.

ATTACHMENTS:

1. WW CPM Grant Application (1)



WATERWAYS GRANT PROGRAM APPLICATION

This information is required by Authority of Part 781 of the Natural Resources and Environmental Protection Act 1994 PA 451.

Grant applications must be emailed to Curt Wemple at WempleC1@michigan.gov by 5 p.m. est. on April 1st.

Applicant Name (Local Government) City of Marquette		Name of Contact Person/Title Jon Swenson Director of Community Services	
Address 300 West Baraga Avenue		Address 401 East Fair Avenue	
City, State, ZIP Marquette, Michigan, 49855		City, State, ZIP Marquette, Michigan, 49855	
Federal Employer Identification Number (FEIN) (REQUIRED) 38-6004521		E-mail Address jswenson@marquettemi.gov	
NOTE: FEIN Number of municipality identified as Applicant Name (<i>Local Government</i>) above MUST be provided to receive grant funds.			
Applicant Telephone 906-228-0460	Applicant FAX 906-228-0493	Contact Person Telephone 906-225-8593	Contact Person FAX 906-228-0493
PROJECT LOCATION <input type="checkbox"/> County <input type="checkbox"/> Township <input checked="" type="checkbox"/> City <input type="checkbox"/> Village		County Marquette	State Senate District 38
			State House of Representative District 109
TYPE OF PROJECT			
<input checked="" type="checkbox"/> Harbor			
<input type="checkbox"/> Boating Access Site (must contain or propose a ramp, maneuver area, and parking to be grant eligible)			
<input type="checkbox"/> Preliminary Engineering Study			
PROJECT TITLE			
Cinder Pond Marina Pier Replacement			
DESCRIPTION OF PROJECT			
Attach a description of the overall project, detailed list of <u>scope items</u> , <u>project area map</u> , cost estimate, estimated construction schedule, digital site photos, and a needs assessment.			
For all harbor development projects, the following are also required:			
1. Last 3 years of harbor logs (#R4766 Harbor Log)			
2. Last 3 years of financial summaries (Financial Summary of Harbor Operations form)			
3. Applicants must have an approved five-year plan on file with DNR Grants Management by Feb. 1 of the year they intend to apply.			
Note, all forms and other grant information is located on the Waterways Program Grants website: https://www.michigan.gov/dnr/buy-and-apply/grants/rec/waterways .			
BUDGET SUMMARY			
A. Estimated Project Cost (B + C):		\$ 2,040,500	
B. Requested Grant Amount		\$ 1,020,250	
C. Applicant's Matching Funds:		\$ 1,020,250	
As Designated Representative of above-named Applicant, I hereby agree to implement this project according to the materials provided with this application and to abide by the provisions of the Waterways Grant program, including compliance with all applicable Federal and State laws and regulations.			
Printed Name and Title of Applicant's Designated Representative		Signature	Date

Application with attached Project Description must be emailed to Curt Wemple at WempleC1@Michigan.gov by 5 p.m. est. on April 1st.

City of Marquette
Cinder Pond Marina Pier Replacement
Waterways Grant Program Application
Narrative

Project Summary

The intent of this project is to remove and replace the obsolete and storm-damaged floating piers and waterside utilities and services at Cinder Pond Marina in Marquette, Michigan. This project would replace the original piers & utilities, installed in 1995, with modern, ADA-accessible, and Waterways-compliant infrastructure that restores full public boating access, improves safety and operational reliability, and preserves the marina's function as a state-designated harbor of refuge on Lake Superior.

This full-service marina serves the communities and tribes, in and around the Central Upper Peninsula as well as visitors from across North America. Cinder Pond provides numerous amenities for all users and serves as the only marine fuel station between Munising and Big Bay. Marquette takes great pride in our waterfront heritage and ensuring access for all our residents and visitors.

Background

The City of Marquette owns and operates two grant-in-aide marinas, Presque Isle and Cinder Pond Marina. Cinder Pond Marina, constructed in 1995, is in the lower harbor of the City of Marquette, approximately one mile from US-41. It is located between the City's Elwood A Mattson Park and the US Coast Guard Station Marquette. This marina serves the Lake Superior boating community as an essential "harbor-of refuge".



Cinder Pond Marina has 101 slips and is considered a full-service marina facility. There are 20 ADA slips, and 12 slips are allocated for transient boats. This facility provides an office for marina staff, boater's lounge, restrooms, showers, laundry, and an art gallery. All slips provide power, water, and access to Wi-Fi. Other utilities and amenities include designated parking, picnic tables, bike racks, boat launch, fuel

pumps, fish cleaning station, and a pump out. This marina has a boat lift station that is operated by a private contractor. Both marinas also allow kayak launches and connect to the Hiawatha Water Trail.

Cinder Pond Marina is primarily used for recreational boating purposes as well as some commercial ventures, such as charter fishing vessels. The season is May 1st through November 1st, or as weather allows. Due to the extreme conditions that exist on Lake Superior in the winter months, both marinas are closed and ice makes the launches inaccessible. The harbor basin clear of vegetation and has sufficient depth for most recreational vessels and even some larger commercial vessels. Interpretive signage about invasive species is posted at both Marina's and the City partners with the Marquette County Conservation District for boat washing events to bring awareness about invasive species. Our marinas are open to the general public, which includes surrounding municipalities and tribal members.

In 2016 the Marquette City Commission approved a two-marina replacement plan that was recommended by the Marquette Harbor Advisory Committee in an effort to become financially self-sufficient. This generation II replacement plan for both marinas includes a comprehensive 15% seasonal rate increase in 2018 and 5% increase annually through the build out of the new Cinder Pond Marina piers. The main goal of this plan is to generate enough annual profits that can be used for future capital projects without reliance on grant funding. However, many unforeseen natural circumstances, such as ice damage and COVID affected profits and the marina general fund total. The City is currently working on updating this plan to recover costs associated with these unforeseen increases in costs.

In 2024, the City of Marquette updated its Five-Year Parks & Recreation Master plan that included recommendations to replace the piers at Cinder Pond Marina. This capital project is listed as a high priority given the piers are beyond their life expectancy and require extensive maintenance to maintain reliability, safety, and accessibility. In addition to the need to replace the piers, the utilities and fuel system will also need be updated to meet current standards as well as needs for the boaters.

In the winter of 2025 through 2026, Cinder Pond Marina experienced significant damage, as well as other waterfront assets maintained by the City of Marquette. The damage that occurred was from ice and wind from multiple cold snaps and storms in the area. Majority of the damage occurred during the blizzard that hit Marquette on March 15th-16th, with all four piers becoming displaced and damaged from the ice driven by the high winds and water movement. Pier 3 separated from the bulkhead, severing all utilities, and broke up in 2 places. Pier 2 split in one location and sustained damage to the utilities. Fortunately, no fuel was spilled when pier 2 split, and fuel spill mitigation efforts are underway as well as additional ice damage mitigation. The other piers also sustained utility damage, but early assessments indicate they can be repaired and moved back into place for the season.



Grant History

Both Cinder Pond and Presque Isle Marina were constructed in partnership with the Waterways Program. The Cinder Pond Marina Harbor Services Building was constructed in 2015 and opened in 2016 using emergency funds from the MDNR Waterways Program totaling \$910,920 after the original facility was decommissioned in 2014 due to structural damage from frost. Additionally, a pump out was installed at Cinder Pond that was funded by the Clean Vessel Act program in 2017.

The piers, boat launch, and parking lot at Presque Isle Marina were replaced in a phased project with assistance from the Waterways programs as well. These grants ranged back to 2014 through 2023, with all work completed in late 2023. The total cost for these projects was \$2,341,314, with the Waterways Program covering 50% of these costs.

Current Maintenance and Infrastructure

The existing piers and utilities at Cinder Pond Marina are still operational despite their age. The City is responsible for operations and maintenance including dock repairs, ice mitigation, plumbing repairs, grounds work, and custodial duties. The City also contracts with qualified specialists for major repairs, fuel system service, electrical work, and dredging when necessary. All the utilities are functioning and are tested in accordance with State and local standards.

All the water-side utilities and floating piers are original to the facility. The piers were in acceptable condition for operation prior to the March blizzard. However, these piers are beyond their useful life and require annual repairs to maintain stability and safety. The water system is in great condition and has only needed minor repairs throughout its life. The electrical systems are also operational with 30-amp or 50-amp service for all slips. The fuel system has been a concern, but the pumps were replaced in 2025.

Needs Assessment

Due to the popularity of Cinder Pond Marina and its designation as a “harbor of refuge”, the need for replacement of the obsolete piers to keep the marina operational is listed as a high priority by the City of Marquette. Cinder Pond Marina is also the only full-service fuel station between Munising and Big

Bay. Additionally, the demand for seasonal slips and marine services in Marquette has demonstrated the need for the City’s marinas. Cinder Pond Marina has 100% occupancy of seasonal slips year after year with large waiting lists and remains a popular destination for transient boaters from across North America.

Maintenance costs from repairs on obsolete utilities have also driven plans to replace the piers and fuel systems. City staff conduct preventive maintenance; however, unforeseen emergency repairs are becoming more common and often lead to interruptions of services. These issues have been exacerbated by supply chain issues, exceptionally high inflation, and unavailability of parts due to obsolescence.

Plan Detail and Timelines

Due to the recent damage and age of the existing infrastructure and increasing costs of maintaining the obsolete piers & utilities, the City has concluded that piers & utilities must be replaced. To accomplish this, the City would need to contract a marine engineering firm to assess the needs of the facility and apply current Waterways grant requirements as well as develop contract documents for bidding and construction. The initial estimated budget to replace the piers and water-side utilities at Cinder Pond Marina is \$3,388,000. The City is prepared to meet the match requirements for Waterways Grant funding of 50% of the estimated project total of \$1,694,000. These estimates include removal of the existing piers and water-side utilities, and installation of the new piers and utilities including fuel, water, and power. The City also understands that funding from the Waterways program is limited, and phased approach may be necessary to replace these piers.

Budget

Scope Items	Cost Estimates
Engineering	\$338,800
Pier Construction	\$3,080,000
Pier 1	\$580,000
Pier 2 <i>(includes cost for fuel lines & gas shack)</i>	\$1,000,000
Pier 3	\$855,000
Pier 4	\$645,000
Project Total	\$3,388,000
MNDR Waterways Request	\$1,694,000
City of Marquette Match 50%	\$1,694,000

Phased Option Budget

Phase 1 Scope Items	Cost Estimates
Pier 2 & 3 Engineering & Construction	\$2,040,500
MNDR Waterways Request	\$1,020,250
City of Marquette Match 50%	\$1,020,250

Phase 2 Scope Items	Cost Estimates
Pier 1 & 4 Engineering & Construction	\$1,347,500
MNDR Waterways Request	\$673,750
City of Marquette Match 50%	\$673,750
Total	\$3,388,000

Tentative Cinder Pond Marina Phased Project Timeline

May 2026	Begin Emergency Repairs
June 2026	Confirm MDNR Waterways Project Grant Funding
July 2026	Select engineering firm.
November 2026	Demolition
December 2026	Phase 1 Complete
April 2027	Phase 2 Waterways Application
May 2027	Confirm MDNR Waterways Project Grant Funding
November 2027	Demolition
December 2027	Phase 2 Complete

City of Marquette, MI

300 West Baraga Ave
Marquette, Michigan 49855

Monday, March 30, 2026

New Business

Procedure to Fill BLP Vacancy

BACKGROUND:

The resignation of Rick Holmes from the Marquette Board of Light and Power, which was submitted last week, creates a vacancy on that board.

Under the provisions of the Marquette City Charter (Sec. 6-5), the City Commission has 60 days in which to fill this vacancy via appointment.

In recent years, the City Commission has made several appointments to fill vacancies on both the Board of Light and Power and the City Commission, and staff is recommending a process similar to the one used to handle those appointments.

Under the process utilized to fill the most recent BLP vacancy, applications were made available both online at the City's website and in person at the City Clerk's Office and interested parties were given an application submission deadline. Following the deadline, completed applications and related materials were disseminated to the City Commission. Applications were also shared with the Board of Light and Power for review, as the City Charter further stipulates that "the city commission shall consult with the remaining members of the board of light and power before the city commission makes its appointment."

With this in mind, staff is recommending that applications be accepted until 4 p.m. on Friday, April 17. Following the submission deadline, staff will provide the applications to the City Commission and the BLP, with the understanding that the remaining members of the BLP board will consider the applications and will have an opportunity to make a formal recommendation to the City Commission during the BLP's April 28 regular meeting, if they so choose. The City Commission would then consider the appointment in May.

In order to be appointed, an individual must meet all eligibility requirements stipulated by the City Charter.

FISCAL EFFECT:

None by this action.

RECOMMENDATION:

Direct the City Clerk to make Marquette Board of Light and Power application forms available online and in the Clerk's Office, and to accept applications from interested parties until 4 p.m. on Friday, April 17, 2026; to then forward all applications to the Board of Light and Power for review; and to then proceed with the appointment of a new board member to the Board of Light and Power at the May 11, 2026 City Commission meeting.

ALTERNATIVES:

As determined by the Commission.

ATTACHMENTS:

None