



**Minutes of the
City Commission for the City of Traverse City**

Regular Meeting

October 7, 2013

A regular meeting of the City Commission of the City of Traverse City was called to order at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 7 p.m.

The following Commissioners were present, constituting a quorum: Mayor Michael Estes, Mayor Pro Tem MaryAnn Moore, Jody Bergman, Barbara D. Budros, James Carruthers, Jeanine Easterday, Michael J. Gillman.

The following Commissioners were absent: None.

The Pledge of Allegiance was recited.

Mayor Michael Estes presided at the meeting.

As requested by Commissioner Bergman, Agenda Item 2(f) was removed from the Consent Calendar for full discussion.

As requested by Commissioner Budros, Agenda Item 2(j) was removed from the Consent Calendar for full discussion.

2. Consent Calendar

Moved by Carruthers, seconded by Moore, that the following actions as recommended on the amended Consent Calendar portion of the Agenda be approved:

- a. The minutes of the September 16, 2013, Regular Meeting, September 23, 2013, Special Meeting, and September 23, 2013, Study Session, be approved.
- b. The City Manager be authorized to issue a confirming purchase/service order in the amount of \$28,318.17 to Lemmen Oil Company for 10,002

gallons of unleaded gasoline priced at \$2.83125 per gallon with funds available in the Garage Fund.

- c. An amendment to the Traverse City Code of Ordinances Chapter 1046, Section 1046.01(b), *Delinquent Bills, Placement on Tax Roll* and Section 1046.03, *Meter Tampering*, which would lower the threshold for placing a lien on a property for a delinquent bill owed to Traverse City Light and Power and authorize the use of third party collection efforts and prohibit meter tampering, as recommended by the Traverse City Light and Power Board, be introduced and scheduled for possible enactment on October 21, 2013.
- d. An amendment to the Traverse City Code of Ordinances Chapter 1354, Section 1354.01, *Allowing C-2 (Neighborhood Center District) Uses in I (Industrial District)* for new buildings and additions to existing buildings, with certain restrictions and exceptions, as recommended by the City Planning Commission, which was introduced on September 16, 2013, be enacted with an effective date of October 17, 2013.
- e. The city cast its 2013 ballot for the Michigan Municipal League Liability and Property Pool as follows: Penny Hill as Chair; Michelle Van Wert as Vice-Chair; and Jean Stegeman as a Board Member; and further that the City Clerk be authorized to certify the ballot.
- f. Removed from the Consent Calendar.
- g. The various items outlined in the September 30, 2013, communication from the Director of Public Services be declared surplus and authorized for sale at the city auction to be held Saturday, October 12, 2013.
- h. The Mayor and City Clerk execute a unit prices change order to the 2013 Bay Street Reconstruction Project Contract with Elmers Crane and Dozer for parking lot improvements to Parking Lot G and Parking Lot R in the amount of \$47,951, more or less, with funds available in the Traverse City Parking Fund, such change order subject to approval as to its substance by the City Manager and its form by the City Attorney.
- i. The Mayor and City Clerk execute a unit price contract with ABI

Mechanical Contractors in the amount of \$188,716, more or less, at the unit prices indicated in its bid, for the 2013 Wastewater Treatment Plant Yard Piping Repair Project, with funds available in the Wastewater Fund, subject to funding participation by the Grand Traverse County Board of Public Works, with such contract subject to approval as to its substance by the City Manager and its form by the City Attorney.

- j. Removed from the Consent Calendar.
- k. The City Manager be authorized to issue a purchase order to City Services, Inc., in the amount of \$7,600 for the Water Main Valve Repair at the intersection of Front & Cass Streets, with funds available in the Water Distribution budget.

CARRIED unanimously.

Items removed from the Consent Calendar

a.

Consideration of authorizing an agreement for professional grant writing services for a Michigan Department of Environmental Quality Grant which, if awarded, would provide funding for a Stormwater and Wastewater Asset Management, Planning and Design System.

The following addressed the Commission:

Jered Ottenwess, City Manager

Timothy Lodge, City Engineer

Tracy Andrews, Watershed Center Grand Traverse Bay – expressed support.

Moved by Bergman, seconded by Moore, that the Mayor and City Clerk execute a consultant agreement with OHM Advisors in the not-to-exceed amount of \$10,000 for professional grant writing services in connection with a grant application to the Michigan Department of Environmental Quality for stormwater and wastewater asset management, planning and design systems, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney, with funds available in the Sewer Fund.

CARRIED unanimously.

b.

Consideration of introducing an amendment to the Traverse City Code of Ordinances which would allow for internal illumination of certain projecting and suspended signs.

The following addressed the Commission:

Jered Ottenwess, City Manager
Russell Soyring, City Planning Director

No action was taken.

3. Old Business

3(a).

Consideration of adopting a moratorium on the issuance of High Impact Park Usage Permits.

The following addressed the Commission:

Jered Ottenwess, City Manager
Benjamin Marentette, City Clerk
Lauren Tribble-Laucht, City Attorney

Moved by Caruthers, seconded by Easterday, that the City Commission adopts a moratorium on the issuance of High Impact Event Permits with consideration of lifting the moratorium to be placed on the City Commission's December 16, 2013, agenda, or sooner, depending on the status of the City Commission's review of the Park and Public Land Use Policy; and further that the City Commission grants an exception to this moratorium for High Impact Event applications submitted to the City Clerk on or before October 3, 2013.

Rick Buckhalter, 932 Kelley Street – made general comments

Roll Call:

Yes - Bergman, Carruthers, Easterday, Gillman, Estes.

No - Budros, Moore.

CARRIED.

3(b).

Consideration of a report from the City Clerk regarding the Mobile Food Vending ordinance and possible changes to the ordinance; and consideration of adopting an amended resolution establishing fees for the City Clerk Department.

The following addressed the Commission:

Jered Ottenwess, City Manager

Moved by Bergman, seconded by Easterday, that the Report Regarding Mobile Food Vending from the City Clerk dated September 30, 2013, be accepted; and that the Resolution Establishing Fees for the City Clerk Department be amended to delete the fee structure for Transient Merchants selling food in commercial districts outside of the DDA District.

Lauren Tribble-Laucht, City Attorney

Benjamin Marentette, City Clerk

Simon Joseph, Roaming Harvest, 2819 Cass Street, Garfield Township – made general comments

Rick Buckhalter, 932 Kelley Street – made general comments

CARRIED unanimously.

4. New Business

None

5. Appointments

5(a).

Consideration of appointment to the Brown Bridge Advisory Committee.

The following addressed the Commission:

Jered Ottenwess, City Manager

Moved by Easterday, seconded by Moore, that Larry Gerschbacher be appointed to a three-year term (seat previously held by Stephen Lagerquist) expiring October 3, 2016, on the Brown Bridge Advisory Committee.

CARRIED unanimously.

5(b).

Consideration of appointment to the Parks and Recreation Commission.

Moved by Carruthers, seconded by Easterday, that the resignation of Loraine Steinbarger dated September 10, 2013, from the Parks and Recreation Commission be accepted; and that the appointment of Brooke DiGiacomo (seat previously held by Loraine Steinbarger) to one three-year term expiring September 1, 2014, on the Parks and Recreation Commission, be approved.

CARRIED unanimously.

6. Reports and Communications

The following were received and filed:

- a. Reports, announcements and correspondence from the City Manager.
- b. Announcements from the City Clerk.
- c. Reports, announcements and correspondence from the Mayor and City Commissioners.

- d. Reports and correspondence from other City officials, boards and committees.
 1. Report from the Mayor serving on the Downtown Development Authority.
 2. Report from Commissioners serving on the Light and Power Board.
 3. Report from the Mayor and Commissioner serving on the Planning Commission.
 4. Report from Commissioners serving on other boards.
 5. Minutes of the Historic Districts Commission Regular Meetings of July 25, 2013, and August 29, 2013.
 6. Minutes of the Traverse City Light and Power Board Strategic Session of August 13, 2013 and Regular Meeting of August 13, 2013.
 7. Minutes of the Planning Commission meetings of August 6 and August 21, 2013.
- e. Reports and correspondence from non-City officials.
 1. Monthly Operations Report for the Wastewater Treatment Plant from CH2MHILL for August 2013.

7. Public Comment

The following addressed the Commission:

1. Reserved.
 - a. Jim Cook, on behalf of the Grand Traverse County Road Commission, regarding “November 5, 2013, Road Millage Ballot Proposal.”

John Nelson, 4022 Incochee Crest Commons, Garfield Township,

Grand Traverse County Road Commission

2. General.

Rick Buckhalter, 932 Kelley Street
Larry Gerschbacher, 925 Kelley Street
Jim Tuller, Fire Chief

3. Mayor and City Commissioners.

Commissioner James Carruthers

There being no objection, Mayor Michael Estes declared the meeting adjourned at 8:42 pm.



Benjamin C. Marentette, CMC
City Clerk

Approved: 10/21/2013, hs
(Date) (Initials)