



# Notice

## City Commission Regular Meeting

7:00 pm

Monday, December 7, 2015

Commission Chambers, 2<sup>nd</sup> Floor, Governmental Center

400 Boardman Avenue

Traverse City, Michigan 49684

Posted and Published: 12-03-2015

Meeting informational packet is available for public inspection at the Traverse Area District Library, City Police Station, City Manager's Office and City Clerk's Office.

The City of Traverse City does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Penny Hill, Assistant City Manager, 400 Boardman Avenue, Traverse City, Michigan, 49684, 922-4440, TDD: 922-4412, has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

If you are planning to attend and you have a disability requiring any special assistance at the meeting and/or if you have any concerns, please immediately notify the ADA Coordinator.

City Commission:

c/o Benjamin C. Marentette, MMC, City Clerk

(231) 922-4480

Email: [tcclerk@traversecitymi.gov](mailto:tcclerk@traversecitymi.gov)

Web: [www.traversecitymi.gov](http://www.traversecitymi.gov)

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## **Welcome to the Traverse City Commission meeting!**

### **Agenda**

Any interested person or group may address the City Commission on any agenda item when recognized by the presiding officer or upon request of any Commissioner. Also, any interested person or group may address the City Commission on any matter of City concern not on the Agenda during the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding officer, subject to appeal by the Commission.

### **Pledge of Allegiance**

#### **1. Roll Call**

Presentation by Mayor Carruthers of a Mayoral Proclamation to Laura Oblinger, Traverse City Area Chamber of Commerce Executive Director, celebrating the 100 year anniversary of the Traverse City Area Chamber of Commerce.

Presentation by Mayor Carruthers of a Mayoral Proclamation to Rebecca Garland, Executive Director of Conflict Resolution Services, celebrating the 25th anniversary of Conflict Resolution Services.

#### **2. Consent Calendar**

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff or the public may ask that any item on the consent calendar be removed therefrom and placed elsewhere on the agenda for individual consideration by the Commission; and such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Commission action adopting the consent calendar.

- a. Consideration of approving minutes of the City Commission meeting of November 16, 2015. (Approval recommended) (Marty Colburn, Benjamin Marentette)
- b. Consideration of adopting the Directory of Charges, which places the various City fees already established into one document rather than multiple resolutions, which is a housekeeping matter. (Adoption recommended) (Marty Colburn, Benjamin Marentette)
- c. Consideration of approving 2016 rates for the Duncan L. Clinch Marina as well as Boardman River slip rates, with all rates to remain the same, with the rates to be included in the Directory of Charges. (Adoption recommended) (Marty Colburn, Dave Green)
- d. Consideration of introducing an amendment to the Traverse City Code of Ordinances which would conditionally rezone 2351, 2455, and 2457 North Aero Park Court from I (Industrial District) to C-3 (Community Commercial District), which was recommended by the City Planning Commission. (Marty Colburn, Russell Soyring)
- e. Consideration of authorizing a consultant agreement for 2015-2016 topographic mapping and surveying for various public improvement projects. (Approval recommended) (Marty Colburn, Timothy Lodge) (5 affirmative votes required)
- f. Consideration of adopting the Electronic Device Divestment Policy, which requires that such devices be wiped clean of any memory prior to their disposal and prescribes other requirements for divestment of such devices. (Approval recommended) (Marty Colburn, Benjamin Marentette)
- g. Consideration of authorizing an agreement for a Phase I and Phase II Baseline Environmental Assessment for 145 West Front Street. (Approval recommended) (Marty Colburn, Rob Bacigalupi) (5 affirmative votes required)

## **Items removed from the Consent Calendar**

- a.
- b.
- c.

### **3. Old Business**

- a. Public Hearing regarding a request for a Special Land Use Permit from Pine Street Development One to construct two approximately 96' tall buildings at 305 West Front Street, as recommended by the Planning Commission; and consideration of adopting an Order Granting the Request. (Marty Colburn, Russell Soyring)

### **4. New Business**

- a. Presentation by Interim Chief of Police Jeff O' Brien regarding the Police Department's activities for 2015. (Marty Colburn, Jeff O' Brien)

### **5. Appointments**

- a. Consideration of approving the Mayor's appointment to the Planning Commission. (Mayor Jim Carruthers, Marty Colburn, Katie Zeits)
- b. Consideration of accepting the resignation of Commissioner Howe from the Brown Bridge Advisory Committee and making an appointment to the vacancy; and consideration of two other appointments to the Brown Bridge Advisory Committee, as recommended by the Ad Hoc Interview Committee. (Commissioner Gary Howe, Chair; Commissioner Brian Haas; Commissioner Amy Shamroe; Marty Colburn, Katie Zeits)

## **6. Reports, Announcements and Correspondence**

**Please note: For this section of the agenda, when an actual report is included or expected, the item will be underlined.**

- 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. Reports from members of the Commission serving on boards.
  2. Quarterly Financial Report from the City Treasurer/Finance Director for the fourth quarter which ended June 30, 2015.
  3. Memo regarding and attaching the audit engagement letter from the City Treasurer/Finance Director dated November 30, 2015.
- e. Reports and correspondence from non-City officials.
  1. Monthly Operations Report from CH2M for the Wastewater Treatment Plant for October 2015.
  2. Clean Marina Michigan designation awarded to the City's Duncan L. Clinch Marina through October 31, 2018.

## **7. Public Comment**

- a. Reserved.

None.

- b. General.
- c. Mayor and City Commissioners.

## **8. Adjournment**

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