



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

Regular Meeting

September 19, 2016

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 in attendance: Mayor Jim Carruthers, Mayor Pro Tem Ross Richardson, Brian Haas, Gary Howe, Richard I. Lewis, Amy Shamroe, and Tim Werner.

The following Commissioners were absent: None.

The Pledge of Allegiance was recited.

Mayor Carruthers presided at the meeting.

Moved by Richardson, seconded by Shamroe, that City Commission Rule 9(a) be suspended to add the following item as Old Business 3(a) to the agenda: "Consideration of a request from The Woda Group for the City Commission to extend the date by which construction must commence in connection with its PILOT at 520 Railroad Avenue to September 19, 2017."

Roll Call:

Yes - Haas, Howe, Shamroe, Werner, Richardson, Carruthers.

No - Lewis.

CARRIED.

As requested by Mayor Pro Tem Ross Richardson, Agenda Item 2(h) was removed from the Consent Calendar for individual consideration by the Commission.

As requested by Commissioner Tim Werner, Agenda Item 2(f) was removed from the Consent Calendar for individual consideration by the Commission.

As requested by Rick Buckhalter, 932 Kelley Street, Agenda Item 2(c) was removed from the Consent Calendar for individual consideration by the Commission.

2. Consent Calendar

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

- a. the minutes of the September 6, 2016, Regular Meeting, the September 12, 2016, Joint Study Session, be approved.
- b. the City Manager be authorized to declare Vehicle #54, a 2007 Dodge Dakota Pick-up, Vehicle #79, a 1999 Ford F150 Pick-up, and Vehicle #81, a 2005 Ford F150 Pick-up surplus, and the City Manager be authorized to issue a purchase order to Signature Ford of Owosso, in the amount of \$91,862 for the purchase of three 2017 Ford F150 Pick-ups to be used by the Streets, Parks and Recreation, and Water and Sewer Maintenance Divisions, with funds available in the Garage Fund for these planned replacements.
- c. Removed from the Consent Calendar.
- d. the Mayor and City Clerk execute an amendment to the agreement with the Catholic Diocese of Gaylord (originally authorized September 16, 2013), for the Diocese to pay the city at a rate of \$3,041.66 per month, plus any related overtime cost for the City's provision of maintenance, administrative and burial services for the Oakwood Catholic Cemetery, and that the City share office space with the Diocese, with a sharing of utility costs, for a period ending October 1, 2019, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney.
- e. the Resolution Establishing Fees For Hickory Hills Ski Area for 2016-2017 Season be adopted.

- f. Removed from the Consent Calendar:
- g. the Mayor and City Clerk execute an agreement with the Grand Traverse Conservation District, for a three-year period (January 1, 2017, through December 31, 2019), for resource management services at the Brown Bridge Quiet Area in the amount of \$42,500 per year, with funds available in the Brown Bridge Property Maintenance Fund; and that the Mayor and City Clerk execute a lease agreement with the Grand Traverse Conservation District, for a three-year period (January 1, 2017, through December 31, 2019), for the lease of the City-owned caretaker's residence at Brown Bridge, with such agreements subject to approval as to their substance by the City Manager and their form by the City Attorney.
- h. Removed from the Consent Calendar.
- i. that an amendment to the Traverse City Code of Ordinances, *Public Hearing Notice for Special Assessment Districts*, Section 232.03, which would provide that the City Clerk mail notice of special assessment district public hearings rather than the City Assessor, be introduced and scheduled for possible enactment on October 3, 2016.
- j. the First Amendment to the Articles of Incorporation for the City of Traverse City and Charter Township of Garfield Recreational Authority to allow the authority to transfer property to other parties upon approval of the Charter Township of Garfield's Board of Trustees and the City Commission, be approved; and that the City Commission approves the granting of a wetland conservation easement by the City of Traverse City and Charter Township of Garfield Recreational Authority related to the construction of Silver Drive, as approved by the City of Traverse City and Charter Township of Garfield Recreational Authority at its September 7, 2016, meeting; and that the wetland conservation easement related to the construction of Silver Drive as delineated in the materials with the September 19, 2016, packet, be granted to the Michigan Department of Environmental Quality as approved by the City electorate on November 3, 2015; and finally, that the Mayor and City Clerk be authorized to execute related documents related to these matters.

CARRIED unanimously.

Items removed from the Consent Calendar

a.

Consideration of approving a change order to the 2015 Pavement Preservation Contract to provide for the construction and paving of 85 new parking spaces in Lot V, at 145 West Front Street.

The following addressed the Commission:

Rob Bacigalupi, Downtown Development Authority Executive Director
Marty Colburn, City Manager

Moved by Lewis, seconded by Richardson, that that the Mayor and City Clerk execute a unit prices change order to the contract with Elmer's Crane and Dozer for the 2015 Pavement Preservation Project (originally authorized September 8, 2015), in the amount of \$100,000, more or less, which would provide for the construction and paving of 85 parking spaces, more or less, in Lot V (145 West Front Street) at the unit prices submitted by Elmer's Crane and Dozer, with funds available in the Parking System Fund, such change order subject to approval as to its substance by the City Manager and its form by the City Attorney; and further that in three years, if the proposed structure has not begun, this parking lot shall be brought back before the City Commission for discussion on additional improvements.

Rick Buckhlater, 932 Kelley Street

CARRIED unanimously.

b.

Consideration of authorizing a service order for downtown snow plowing and hauling services.

Moved by Werner, seconded by Shamroe, that the City Manager be authorized to issue a blanket service order to Molon Excavating at the hourly rates included with the packet for the September 19, 2016, meeting, for winter snow

hauling/plowing for the 2016/2017 season, with the City Manager to be authorized to issue two additional one-year service orders at the same prices if service is determined to be satisfactory, with funds available in the various Streets and Traverse City Parking System Funds.

CARRIED unanimously.

c.

Consideration of authorizing a service order for the removal of dead trees.

The following addressed the Commission:

Rick Buckhalter, 932 Kelley Street
Marty Colburn, City Manager

Moved by Richardson, seconded by Werner, that the competitive bidding process be waived; and that the City Manager be authorized to issue a service order to Leonardo's Tree Service, Inc., in the amount of \$12,180 for the removal of 38 dead trees throughout the City, with funds available in the Parks and Recreation Fund.

CARRIED unanimously.

3. Old Business

3(a).

Consideration of a request from The Woda Group for the City Commission to extend the date by which construction must commence in connection with its PILOT at 520 Railroad Avenue to September 19, 2017.

The following addressed the Commission:

Marty Colburn, City Manager
Craig Patterson, The Woda Group

Moved by Richardson, seconded by Howe, that the Amended Resolution

Granting Tax Exemption for the property at 520 Railroad Avenue to Depot Commons Limited Dividend Housing Association, LP, (as originally established by the City Commission on September 21, 2015, and amended March 21, 2016), which extends the expiration date of the PILOT to September 19, 2017, be adopted.

Rick Buckhalter, 932 Kelley Street
Lauren Tribble-Laucht, City Attorney

CARRIED unanimously.

4. New Business

4(a).

Consideration of supporting the Traverse City Arts Commission working with the Dennon Museum Center to request a David Barr sculpture for placement as public art in the City, with a formal proposal to be brought back to the City Commission for possible approval prior to installation.

The following addressed the Commission:

Marty Colburn, City Manager
Benjamin Marentette, City Clerk

Moved by Lewis, seconded by Shamroe, the City of Traverse City supports the Traverse City Arts Commission working with the Dennon Museum Center to request art for public display from the David Barr Estate, with final authorization to be obtained from the City Commission at a future date.

Mary Bevans Gillett, 1800 Wayne Street, Arts Commission Chairwoman
Rick Buckhalter, 932 Kelley Street

CARRIED unanimously.

4(b).

Consideration of authorizing a contract for the Parking Lot D and Boardman

River Boat Launch Improvements Project, with a substantial portion of the project cost being paid for by a Michigan Waterways Commission grant and a contribution from Hagerty Insurance.

The following addressed the Commission:

Marty Colburn, City Manager
Tim Lodge, City Engineer
Nicole VanNess, Parking Services Administrator

Moved by Haas, seconded by Shamroe, the Mayor and City Clerk execute a unit prices contract with Elmer's Crane and Dozer in the amount of \$462,744.39, more or less, at the unit prices indicated in its bid, to include the cast-in-place alternate, such contract subject to approval as to its substance by the City Manager and its form by the City Attorney, with funds available in the Capital Projects Fund.

Rick Buckhalter, 932 Kelley Street

Roll Call:

Yes - Haas, Shamroe, Richardson, Carruthers.

No - Howe, Lewis, Werner.

FAILED. (5 votes required)

4(c).

Consideration of authorizing an agreement for a transportation demand management study for suggested improvements to optimize parking facilities to leverage other modes of transportation.

The following addressed the Commission:

Marty Colburn, City Manager
Rob Bacigalupi, Downtown Development Authority Executive Director

Moved by Howe, seconded by Haas, the Mayor and City Clerk execute a contract with Nelson/Nygaard for a Transportation Demand Study in the amount of \$83,916, with funds available in the Parking Fund, such contract subject to approval as to its substance by the City Manager and its form by the City Attorney; and further that the City Manager be authorized to approve payment in an amount not-to-exceed \$10,000 for any additional public engagement services in connection with this matter, with funds available in the Parking Fund.

Rick Buckhalter, 932 Kelley Street

Roll Call:

Yes - Haas, Howe, Lewis, Shamroe, Werner, Carruthers.

No - Richardson.

CARRIED.

4(d).

Consideration of a request from Commissioner Gary Howe for the City Commission to adopt a resolution in support of a Traverse City to Charlevoix Trail.

Moved by Lewis, seconded by Shamroe, that the Resolution Supporting the Traverse City to Charlevoix Trail Concept, be adopted.

The following addressed the Commission:

Rick Buckhalter, 932 Kelley Street

CARRIED unanimously.

5. Appointments

5(a).

Consideration of approving a Mayoral appointment to the Downtown

Development Authority Board of Directors.

Moved by Richardson, seconded by Lewis, that the Mayor's appointment of Scott Hardy to a four-year term expiring September 15, 2020, (seat previously held by John DiGiacomo), on the Downtown Development Authority Board of Directors, be approved.

The following addressed the Commission:

Benjamin Marentette, City Clerk
Scott Hardy, 521 Washington Street
Rick Buckhalter, 932 Kelley Street

Roll Call:

Yes - Haas, Howe, Lewis, Richardson, Carruthers.

No - Shamroe, Werner.

CARRIED.

5(b).

Consideration of approving a Mayoral appointment to the Planning Commission.

The following addressed the Commission:

Moved by Lewis, seconded by Shamroe, that the Mayor's appointment of Mike Grant to a three-year term (seat previously held by Jan Warren), expiring November 12, 2018, on the City Planning Commission, be approved.

Mike Grant, 619 Webster Street
Scott Hardy, 521 Washington Street

CARRIED unanimously.

5(c).

Consideration of approving the appointment of a Parks and Recreation Commission representative to the Arts Commission.

Moved by Richardson, seconded by Shamroe, that Matthew Ross be appointed as the Parks and Recreation Commission Representative on the Arts Commission, term expiring September 1, 2019.

CARRIED unanimously.

6. Reports and Communications

The following were received and filed:

- a. Reports, announcements and correspondence from the City Manager.
 - Introduction of Derek Melville, new Parks and Recreation Superintendent
- 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. Minutes of the Act 345 Retirement System meeting of May 25, 2016.
- e. Reports and correspondence from non-City officials.

7. Public Comment

The following addressed the Commission:

- 1. Reserved.

None

- 2. General.

Chris Maxbauer, 503 West Eighth Street, Grand Traverse County Board of Commissioners

- 3. Mayor and City Commissioners.

Commissioner Gary Howe
Commissioner Amy Shamroe
Commissioner Richard Lewis

8. Adjournment

There being no objection, Mayor Jim Carruthers declared the meeting adjourned at 9:17 p.m.

Benjamin Marentette, MMC
City Clerk

Approved: _____, _____
(Date) (Initials)