



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

Regular Meeting

April 16, 2018

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 Brian Haas, Michele Howard, Brian McGillivary, Amy Shamroe, and Tim Werner.

The following Commissioners were absent: Richard I. Lewis.

The Pledge of Allegiance was recited.

Mayor Carruthers presided at the meeting.

Presentation by Mayor Jim Carruthers of a proclamation declaring April 18, 2018, as *Arts Advocacy Day* to Traverse City Arts Commission Chairwoman Christie Minervini.

Presentation by Commissioner Michelle Howard, on behalf of Mayor Jim Carruthers, of a mayoral proclamation celebrating *National Service Recognition Day* to Sarna Salzman, SEEDS Executive Director.

Acknowledgment by City Manager Marty Colburn of \$50,000 in funds raised for the design and construction of the west end bridge at the Brown Bridge Quiet Area through Rotary's Friends of the Boardman Gourmet Dinner as well as other private donations to the project.

As requested by Mayor Carruthers, Agenda Item 2 (b) was removed from the Consent Calendar for individual consideration by the Commission.

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

Commission.

2. Consent Calendar

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

- a. the minutes from the April 2, 2018 Regular Meeting, the April 4, 2018 Study Session, and the April 9, 2018 Study Session, be approved.
- b. Removed from the Consent Calendar.
- c. the City Manager be authorized to issue a confirming service order to Molon Excavating Inv. in the amount of \$11,900.00, for the emergency water service repair at the 700 block of East Front Street, with funds available in the Water Fund.
- d. the Mayor and City Clerk be authorized to execute an agreement for Temporary/Seasonal Staffing Services with Manpower Group US Inc., dba Manpower, for a period of three years, through February 28, 2021, at the rates outlined in the April 16, 2018 packet materials, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney.
- e. Removed from the Consent Calendar.
- f. the Mayor and City Clerk execute a unit prices contract with RAM Construction Services in the amount of \$107,058, more or less for the 2018 Parking Deck Restoration Project which includes maintenance and repairs for both the Larry C. Hardy and Old Town Parking Decks, 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 Parking System Fund.
- g. the competitive bidding process be waived and that the City Manager be authorized to issue a service order to Machin Engineering for a Consultant Agreement for structural monitoring of the Harbormaster Building in the amount of \$13,525.00, with funds available in the Marina Fund, subject to approval as to substance by the City Manager and as to form by the City

Attorney.

- h. an amendment to the Traverse City Code of Ordinances, Revert Conditional Rezoning of 205 Garland Street, 205 and 211 North Union Street which reverts the conditional rezoning of the properties from C-4b back to C-4a, be introduced and scheduled for possible enactment on Monday, May 7, 2018.
- i. the City Manager be authorized to issue a confirming purchase order in the amount of \$20,534.11 to Scotland Oil for 10,002 gallons of dyed #2 diesel fuel without additives priced at \$2.053 per gallon with funds available in the Garage Fund.
- j. the competitive bidding process be waived and that the City Manager be authorized to execute the acceptance of the BS&A Software proposal dated April 6, 2018 for accounting software, in the amount of \$151,995.00, more or less, with funds available in the Capital Improvements Fund.

CARRIED unanimously. (Lewis absent)

Items removed from the Consent Calendar

a.

Consideration of adopting a resolution recommending approval of a new Wine Tasting Room License for Black Star Farms, LLC, and consideration of authorizing the City Clerk to issue the registration allowing operation of the license at 125 E. Front Street.

Moved by Howard, seconded by Shamroe, that the resolution recommending approval of the request from Winery at Black Star Farms, LLC for a new Small Winemaker Tasting Room License, be adopted, and that the City Clerk be authorized to issue a Liquor License Registration to Winery at Black Star Farms, LLC, to operate such license at 125 East Front Street, Traverse City, MI 49684.

The following addressed the Commission:

Rick Buckhlater, 932 Kelley Street
Jean Derenzy, Downtown Development Authority CEO

CARRIED unanimously. (Lewis absent)

b.

Consideration of authorizing a development reimbursement agreement for the city to be reimbursed approximately \$3,600,000 from the Grand Traverse County Brownfield Redevelopment Authority, for the West Boardman Lake Loop. (5 affirmative votes required)

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Howard, seconded by Shamroe, that the Mayor and City Clerk execute the Development and Reimbursement Agreement with the Grand Traverse County Brownfield Redevelopment Authority for improving the Boardman Lake Trail (West Boardman Lake Loop), with such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney.

Rick Buckhalter, 932 Kelley Street

CARRIED unanimously. (Lewis absent)

3. Old Business

3(a).

Consideration of introducing an amendment to the Traverse City Code of Ordinances relating to an annual service fee charged to the Traverse City Housing Commission on its housing projects within the city, with the City Commission to have flexibility to establish the annual service charge, which may allow the Housing Commission to reduce monthly rents, providing for more affordable housing.

The following addressed the Commission:

Marty Colburn, City Manager
Karrie Zeits, Acting City Attorney

Moved by Howard, seconded by Haas, that an amendment to the Traverse City Code of Ordinances, Chapter 882 Housing Commission Annual Service Fee Ordinance, which gives flexibility to the City Commission to require the Housing Commission to pay an annual service fee to the City in lieu of taxes for projects or facilities owned and operated by the Housing Commission which are exempt from general property taxes, be introduced and scheduled for possible enactment on Monday, May 7, 2018.

Rick Buckhalter, 932 Kelley Street

CARRIED unanimously. (Lewis absent)

3(b).

Consideration of authorizing a contract for the 2018 Pavement Preservation Project, excluding any work for Lot P; and consideration of authorizing a service order for related materials testing services

The following addressed the Commission:

Marty Colburn, City Manager
Timothy Lodge, City Engineer

Moved by Werner, seconded by Haas, to refer this matter to a City Commission meeting where all members of the Commission are present.

Tom Mair, 612 Fifth Street
Rick Buckhalter, 932 Kelley Street

Roll Call:

Yes - Howard, Shamroe, Werner, Haas.

No - McGillivary, Carruthers.

CARRIED. (Lewis absent)

3(c).

Consideration of authorizing a contract for the 2018 Sidewalk Preservation Project; and consideration of authorizing a \$20,000 contingency and related service orders for material testing and survey services.

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Werner, seconded by Shamroe, that the Mayor and City Clerk execute a unit prices contract with Elmer's Crane and Dozer in the amount of \$895,360.37, more or less for the 2018 Sidewalk Preservation Project, such contract subject to approval as to its substance by the City Manager and its form by the City Attorney, with the contract to be paid from the Capital Projects Fund, and that the City Manager be authorized to manage up to a \$20,000 contingency for the project; and that a \$915,000 inter-fund loan from the Economic Development Fund to the Capital Projects Fund be approved for a one-year term, at the interest rate of 2.12%.

Timothy Lodge, City Engineer
Rick Buckhalter, 932 Kelley Street
Julie Clark, 604 West 12th Street
Chris Hines, 624 South Union Street

Roll Call:

Yes - Howard, Shamroe, Werner, Haas, Carruthers.

No - McGillivary.

CARRIED. (Lewis absent)

4. New Business

4(a).

Consideration of adopting a resolution in support of Michigan Senate Bill 469 and Michigan House Bill 5178, for the reinstatement of State Historic Tax Credits.

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Howard, seconded by Shamroe, that the Resolution in Support of the Reinstatement of State Historic Tax Credits, be adopted.

CARRIED unanimously. (Lewis absent)

4(b).

Presentation by City Assessor Polly Cairns of the Annual Report for the City Assessing Department.

The following addressed the Commission:

Polly Cairns, City Assessor

4(c).

Presentation by City Engineer Timothy Lodge of the Annual Report for the Engineering Department.

The following addressed the Commission:

Timothy Lodge, City Engineer

5. Appointments

None.

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. Reports from members of the Commission serving on boards.
- e. Reports and correspondence from non-City officials.

None.

7. Public Comment

- 1. Reserved.

None.

- 2. General.

Ann Weber, 541 Belmont Drive
 Rick Buckhalter, 932 Kelley Street
 Bill Latka, City business owner, 148 East Front Street

- 3. Mayor and City Commissioners.

None.

8. Adjournment

There being no objection, Mayor Jim Carruthers declared the meeting adjourned at 9:27 p.m.

Benjamin Marentette, MMC
 City Clerk

Approved: _____, _____
 (Date) (Initials)