



**Notice**  
**City Commission Regular Meeting**  
**7:00 pm**

**Tuesday**, January 22, 2019

Commission Chambers, Governmental Center  
400 Boardman Avenue  
Traverse City, Michigan 49684  
Posted and Published: 01-17-19

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

The City of Traverse City does not discriminate on the basis of disability in the admission to, access to, treatment in, or employment in, its programs or activities. Penny Hill, Assistant City Manager, 400 Boardman Avenue, Traverse City, Michigan 49684, phone 231-922-4440, TDD/TTY 231-922-4412, VRS 231-421-7008, 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 Marentette, MMC, City Clerk  
(231) 922-4480  
Email: [tcclerk@traversecitymi.gov](mailto:tcclerk@traversecitymi.gov)  
Web: [www.traversecitymi.gov](http://www.traversecitymi.gov)  
400 Boardman Avenue  
Traverse City, MI 49684

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*The mission of the Traverse City City Commission is to guide the preservation and development of the City's infrastructure, services, and planning based on extensive participation by its citizens coupled with the expertise of the city's staff. The Commission will both lead and serve Traverse City in developing a vision for sustainability and the future that is rooted in the hopes and input of its citizens and organizations, as well as cooperation from surrounding units of government.*

**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**

**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 meetings of January 7, 2019, and January 14, 2019. (Approval recommended) (Marty Colburn, Benjamin Marentette)

- b. Consideration of adopting a resolution which officially requests that the Michigan Department of Transportation proceed with obligating funds for the West Boardman Lake Loop Trail Project Phase I, and commits the city to providing 40% of funding as the local match. (Adoption recommended) (Marty Colburn) (5 affirmative votes required)
- c. Consideration of supporting the Michigan Department of Transportation's Intelligent Transportation System Project. (Adoption recommended) (Marty Colburn, Timothy Lodge)
- d. Consideration of authorizing an agreement for paving the alley south of Seventh Street between Pine and Locust Streets, which is in connection with the previously-approved Special Improvement District No. 2018-001. (Approval recommended) (Marty Colburn, Timothy Lodge) (5 affirmative votes required)
- e. Consideration of authorizing an agreement for topographic surveying and mapping services associated with the Safe Routes to School Program. (Approval recommended) (Marty Colburn, Timothy Lodge) (5 affirmative votes required)
- f. Consideration of authorizing a software licensing agreement and a 5-year software support agreement associated with the software solution for accounting, finance and human resources-related functions. (Approval recommended) (Marty Colburn, Penny Hill) (5 affirmative votes required)
- g. Consideration of waiving the competitive bidding process and authorizing a confirming purchase order for a reconditioned snowmaker for use at the Hickory Hills Recreation Area, with the full cost to be paid for by funds from Preserve Hickory, including a donation from the VASA Ski Club. (Approval recommended) (Marty Colburn, Timothy Lodge) (5 affirmative votes required)

- h. Consideration of authorizing the City Clerk to issue a registration to allow the operation of a liquor license by ROAK Brewing Company LLC for a microbrewer small wine maker and small distiller license, to correct a technicality in connection with the City Commission's action of January 7, 2019, adopting a resolution recommending approval of this license transfer, which is a housekeeping matter. (Approval recommended) (Marty Colburn, Benjamin Marentette)
- i. Consideration of accepting an easement from GDO Investments over property commonly known as 720 Watch Hill Lane for a fire hydrant and lead to address water system deficiencies; and consideration of authorizing payment the city's share of the related work. (Acceptance and approval recommended) (Marty Colburn, Timothy Lodge) (5 affirmative votes required)
- j. Consideration of authorizing a service order for the removal of two underground storage tanks on the property recently acquired by the city on Beitner Road. (Marty Colburn, Frank Dituri) (5 affirmative votes required)

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

- a.
- b.
- c.

### **3. Old Business**

- a. Consideration of enacting amendments to the Traverse City Code of Ordinances, Tourist Home Amendment for Single-Family and Two-Family Dwelling Districts and Tourist Home Licensing Requirements, Sections 1320.07, 1332.01, 1334.01 and Chapter 868, as recommended by the City Commission Ad Hoc Committee Regarding Tourist Homes. (Commissioner Michele Howard, Chair; Commissioner Brian McGillivray; Marty Colburn; Benjamin Marentette; Russell Soyring)

- b. Consideration of introducing an amendment to the Traverse City Code of Ordinances which would provide a licensing process for vacation home rentals in the commercial district, which is currently an allowed use. (Marty Colburn, Benjamin Marentette, Russell Soyring)

#### **4. New Business**

- a. Brief presentation by the Michigan Department of Transportation regarding plans to install a hybrid pedestrian signal on Grandview Parkway at the foot of Elmwood Avenue. (Marty Colburn, Russell Soyring)
- b. Presentation by City Clerk Benjamin Marentette of the City of Traverse City 2018 Performance: A Reflection of the Highlights and Accomplishments of the Past Year. (Marty Colburn, Benjamin Marentette)

#### **5. Appointments**

- a. Consideration of appointment to the Arts Commission, as recommended by the ad hoc interview committee. (Mayor Pro Tem Amy Shamroe, Chair; Mayor Jim Carruthers; Roger Putman)

#### **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. Minutes of the Planning Commission meetings of August 7, 2018, August 21, 2018, and September 18, 2018.
  3. Public Act 202 of 2017 Pension Report and Health Care (OPEB) Report for Fiscal Year 2017-2018, as submitted by the City Treasurer/Finance Director.
  4. Minutes of the November 27, 2018, Act 345 Retirement System Board meeting.
- e. Reports and correspondence from non-City officials.
1. Monthly Operations Report from Jacobs for the Wastewater Treatment Plant for December 2018.

## **7. Public Comment**

- a. Reserved.  
  
None.
- b. General.
- c. Mayor and City Commissioners.

## **8. Adjournment**

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