



# Communication to the City Commission

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**TO:** City Commission

**COPY:**

**FROM:** Martin Colburn, City Manager

**MEMO DATE:** May 14, 2020

**SUBJECT:** Payments of utilities -- city operations

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**EXECUTIVE SUMMARY:**

As allowed by the City Charter, the City Commission has established \$9,000 per transaction as the spending limit of the City Manager.

As was pointed out by City Clerk Benjamin Marentette and City Treasurer/Finance Director William Twietmeyer last year, there are occasions now where there are monthly utility bills that exceed the City Manager's per transaction spending limit. (These include items such as electricity purchased from Traverse City Light and Power, heating costs for buildings and costs for operating snow melt systems paid to DTE Energy as well as payments, to the city, for water usage.)

As a housekeeping matter, Mr. Marentette recommends that the City Commission, on an annual basis, approve the payment of all utility bills in connection with city operations, for the upcoming Fiscal Year. Mr. Twietmeyer concurs with this approach, which was also reviewed by the City Attorney.

**RECOMMENDATION:**

(5 affirmative votes required):

that the City Commission approves the payment of all utility bills in connection with city operations, as generally outlined in the City Manager's May 14, 2020, communication, for Fiscal Year 2020-2021, with funds available in the various related budgets.