



# The Performance

2013



City of Traverse City

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The City of Traverse City

GOVERNMENTAL CENTER

400 Boardman Avenue  
Traverse City, MI 49684



Office of the City Manager

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(231) 922-4440

Happy Holidays!

The City of Traverse City staff and I would like to take this opportunity to present you with a summary of your City's accomplishments in 2013. It is important to us to illustrate the efficient and effective use of your tax dollars to serve our community.

This is not intended to be a comprehensive review, but rather a summary of items that allow us to focus on the big picture, demonstrating to our citizens the goals that can be achieved when we work together.

Our success results from the effort of many, including the City Commission, City employees, members of the volunteer Boards and Committees, and residents and businesses that call Traverse City home. It is encouraging to know our community is making great strides in the right direction. To all who have helped in creating a more successful Traverse City, we say Thank You!

It is an honor and a privilege to work for you - the citizens of Traverse City - and we thank you for your confidence in us.

Best wishes for the Holidays and New Year! We look forward to the challenges and opportunities in 2014.

A handwritten signature in blue ink that reads "Jered Ottenwess".

Jered Ottenwess  
City Manager



## Increased Amenities / Community Enhancements:

**Completed 16,000 square feet of asphalt skip patching on local and major City streets,** increasing the streets' remaining service life.

Issued substantial completion documents for Phase 1, Phase 2, and Phase 3 **Clinch Park Reconstruction Project** increasing the park amenities for park users. (See Right)



**Installed six art pieces in the stair towers of the Larry Hardy Parking Deck,** enhancing the beauty of our downtown infrastructure.

**Expanded the Sara Hardy Downtown Farmers Market** to include Wednesdays in May through October.

**Obtained a planning grant fund from Rotary Charities** to develop a funding and permitting strategy for a potential fishing pier at the mouth of the Boardman River.

To increase electrical service reliability and aesthetics in the Highland Park Neighborhood, **Traverse City Light & Power invested \$155,000 for the conversion of the overhead power lines to underground.**

A Corridors Master Plan was adopted to serve as a **visionary guide for the development of five major corridors in the community,** to spark economic investment and development.

**Installed an accessible kayak launch at Clinch Park,** to ensure access to kayaking in West Bay by kayakers of all abilities.

**Processed over 200 land use permits adding over 45 new dwelling units within Traverse City,** expanding our housing options.

**Authorized a contract for the preparation of a master plan for the Hickory Hills Ski Area,** to identify a new funding and operational model for the Hickory Hills Ski Area.

**Authorized a ten-year lease for the Traverse City Film Festival to operate the Con Foster Building as Bijou by the Bay,** a movie venue providing enhanced cultural and entertainment opportunities at Clinch Park, with no City funding.

**Collaborated with local artists to revamp two downtown sitting benches** while protecting our environment through the application of appropriate regulation.

## Increased Amenities/Community Enhancements (cont):

With the help of many local volunteers and a grant from the Department of Natural Resources, **City staff planted 186 trees along City streets and in City parks.**

Collaborated with local skilled trade students for their assistance in building a Clinch Park utility enclosure, **providing a savings to the City and valuable work experience to the students.**

## Securing our Future:

**Approved four industrial tax exemptions extensions**, protecting job growth and retention within our community.

Enacted a Title VI-Non Discrimination Plan and Policy, **to ensure equal access to Traverse City government programs and services.**

**Completed a Cooperative Mutual Aid Fire Control Agreement with the Michigan Department of Natural Resources – Forest Resources Division**, expanding fire response capabilities during emergencies.

Launched the **Parkmobile Service System Mobile App. to increase payment options for over 1,400 parking meters throughout the City**, by allowing payments to be made by mobile devices.

With close to \$14,000 in grant funding from The Grand Traverse Band of Ottawa and Chippewa Indians 2% Grant Fund, a second **Lucas Chest Compression System was purchased to provide CPR during a cardiac arrest emergency**, enhancing the Fire Department's life-saving capabilities.

**Approved a Neighborhood Enterprise Application** giving incentive for homeowner renovation investment in our community.



In partnership with a neighboring electric utility, **Traverse City Light & Power launched Michigan's first community solar project**, offering customers a unique opportunity to invest in solar energy. (See Left)

**Conducted a Stormwater Quality Project at East Bay Park**, investing close to \$621,000 in funds, to filter stormwater and protect the waters of East Bay.

**Replaced three less-efficient vehicles in the Fire Department with enhanced-efficiency vehicles**, increasing energy and cost efficiency.

## Securing our Future (cont):

Received \$52,295 from The Grand Traverse Band of Ottawa and Chippewa Indians 2% Grant Fund for a **police crime scene investigation and canine officer unit**, enhancing the investigative capacity of the Police Department.

**Accepted a grant of over \$23,000 from the Michigan Department of Community Health**, to offset costs to improve the Water Treatment Plant Facility by replacing the existing fluoride feed system that was installed more than 30 years ago.

## Governance:

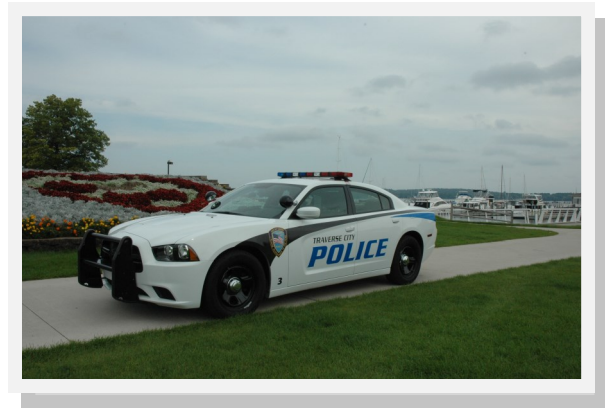
**Organized and provided comprehensive meeting packets to facilitate 44 official sessions of the City Commission**, supporting open access and transparency of City government deliberations and decisions.

**Planned, organized, and conducted two elections**, executing extensive legal and procedural requirements to ensure proper and efficient conduct of elections.

**Codified multiple City Ordinances**, assuring that local laws are appropriate for the community.

**Processed multiple public and HIPAA-protected records requests**, ensuring proper protection, access and disclosure of records.

**Secured four 2013 Dodge Charger automobiles** at competitive prices for our Patrol Division. Please see a picture of the next generation Traverse City Police Patrol cars. (See Right)



Through Police Department partnerships, our **Reserve Unit of 15 volunteer officers donated over 1,800 volunteer work hours** to assist our certified police officers at our popular festivals and holiday celebrations.

In collaboration with the University of Michigan, Landscape Architect graduate students, **published a document entitled Boardman River Master Plan** to guide a coordinated design of recreational opportunities along the lower reaches of the Boardman River.

**With digital record keeping, indexed over 59,000 pages of vital documents approved by the City Commission**, protecting and preserving vital city records essential for City operations.

**Adopted a framework to allow Mobile Food Vending in the City**, working with various stakeholders, expanding dining options for the community.

**Administered 328 Right-of-Way, 20 Stormwater run-off control, and 27 Soil Erosion and Sedimentation control permits.**

## Governance (cont):

**Reviewed and approved 38 special events on City streets**, working with a variety of stakeholders, ensuring safe and coordinated events in City streets.

The **Traverse City Fire Department inspected all critical infrastructure facilities within the City for Fire Code compliance**, keeping our local infrastructure safe and secure.

Implemented a **Liquor License Registry for the 108 liquor licenses in the City**, to ensure safety and compliance with relevant regulations.

**Reviewed and issued 30 permits for Sidewalk Cafes within the City**, promoting vibrant street life within an appropriate framework.

**Expanded the ban on consumer fireworks in the City to the maximum extent allowed by Michigan Law.**

**Processed over 6,000 voter registration transactions**, including moves within and outside of the City.

**Adopted a regulatory change to allow a third “bonus” floor in the Neighborhood Center District**, to increase housing opportunities within the City., provided such floor was used for residential purposes.

**Adopted an ordinance authorizing the Fire Department to board watercraft for official safety purposes**, furthering the City’s efforts to protect people and property on the water.

**Reviewed and approved 14 special events in City parks**, coordinating the logistics and ensuring safe events for the community.

The **Traverse City Police Department investigated several major crimes leading to the arrest and conviction of numerous suspects**, keeping our community safe.

## Infrastructure Investments:

Approved a Special Improvement District, and other city funding for **the \$482,000 project to install curbs and gutters on Wayne Street**, enhancing the functionality of the street.

**Authorized a three-year contract to ensure individual water supply lines are properly connected to the correct line**, to protect the integrity of the City’s potable water supply.

**Approved over \$162,000 in funds to replace and restore sidewalks in the City**, revitalizing the appearance and use of our City sidewalks.

## Infrastructure Investments (cont):

**Authorized over \$220,000 in funds to construct the Historic Barns Park and Garden Trail**, enhancing non-motorized connectivity and access.

Granted a Special Improvement District on Barlow Street, authorizing **over \$24,000 in funds to improve public utilities and sanitary sewers.**

Invested nearly \$1,200,000 in City, State, and Traverse City Light and Power funds for the **Pine and State Street Reconstruction Project to improve poor condition sidewalks, streets and bury overhead electric lines.**

**Authorized an Alum System Upgrade Project**, to enhance Traverse City's water treatment capabilities for clean drinking water.

**Reconstructed Bay Street using both Special Improvement and Capital Project funds** as part of enhancing the look and use.

Invested over **\$12,000 in funds to clean the lagoons at the Water Treatment Plant.**

**Authorized over \$1,364,500 in funds for the restoration of streets throughout the community**, enhancing the safety of our streets.

**Traverse City Light & Power contributed \$1 million dollars towards the Bay Front Improvement project as recognition of Traverse City being a City public power utility for 100 years.**

**Invested \$94,000 in the Duncan L. Clinch Marina Northeast Breakwall Repair** project from damage sustained by local storms associated with Hurricane Sandy.

**Authorized funds to conduct a water supply system analysis**, to guide upgrades to Traverse City's system for managing the distribution of water, ensuring reliability.

**Authorized up to \$444,000 in personnel resources to leverage a grant worth up to \$2 million to create asset management plans of Traverse City's stormwater and wastewater management systems**, which will provide analytics for maintenance and upgrades to vital City infrastructure.

## Operations

**Amended the City Code to allow accessory dwelling units** in the Traverse Heights Neighborhood, to increase efficiency of developed land and provide additional affordable housing options.

**Deployed the first phase of digital records management system in the City Clerk's Office** for preservation and management of the City's vital records.



## Operations (cont):

Authorized over **\$96,000 for preventive maintenance and crack sealing of our local streets**, increasing the streets' remaining service life.

Revised various sections of the **Zoning Code to ensure all rules and regulations governing the City are effective.**

To increase electrical service reliability, **Traverse City Light & Power rebuilt one of its distribution circuits which serves customers south of Eighth Street and north of Hammond Road, east of Woodmere Avenue and west of Garfield Avenue.**

**Traverse City Light & Power customers saved over 4.1 million kilowatt hours of electricity through the utility's energy efficiency programs**, equivalent to powering 628 Traverse City area homes for one year.

In partnership with National Take Back Prescription Drug Day a **permanent drop "POD" for the safe disposal of expired or unwanted over-the-counter medications and prescription drugs was installed** in the lobby of the Dennis W. Finch Law Enforcement Center; **to date 1,392 pounds of medications have been properly disposed of.**

**Police Department K-9's and their handlers received re-certification** from the International Police Working Dog Association (IPWDA).

**The Traverse City Fire Department Rescue 01 has responded to over 44 medical transport calls successfully**, ensuring the timely response to people in need in the Traverse City area.



**Authorized a new three-year contract for the Fire Department to provide fire and rescue services at Cherry Capital Airport**, continuing the collaborative approach to safety at the airport.

**Negotiated a contract continuation for management of the banner program for all City streets.**

**Contracted and inspected 11,280 square feet of infrared repair on Munson Avenue**, increasing the service life of the street.

**Conducted an in-depth fee analysis for various licensing and other services conducted by the City Clerk's Office**, advancing the cost recovery for services provided.

**Reallocated \$25,000 in funding to allow for energy efficiency audits on residential homes of our community.**

## Operations (cont):

**The Traverse City Fire Department responded to over 2,480 emergency requests for service in addition to the 44 medical transport calls, ensuring the well-being of the people of Traverse City.**

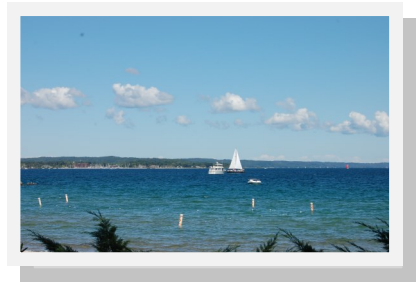
**Extended the collaborative relationship with TART Trails, for TART Trails volunteers to utilize City equipment and clear the non-motorized bike trail of snow and ice, increasing the usability of the trail, without City personnel expense.**

## Accolades / Raising the Bar:

**Traverse City was named one of the Top Ten Places for a Four-Day Vacation in the United States by Away.com.**

**Traverse City was dubbed as one of the Top 10 Best Winter Destinations in America by Livability.**

**Family Fun Magazine calls Traverse City one of the Top 10 Fun Communities for vacationing with your family.**



**The Arbor Day Foundation added Traverse City to the list of Tree City USA representatives, recognizing our dedication to caring for our trees for over 24 consecutive years.**

**Fodor's Travel Guide, dubbed Traverse City as one of the best of 10 Small Towns to visit in the country.**

**Boat US listed Traverse City as one of the Top 10 Great Boating Towns in the nation.**

**Fodor's Travel Guide named Traverse City one of its 5 Midwestern Small Towns to Visit Now!**

**Traverse City Light & Power was among ninety public power utilities across the nation that received the American Public Power Association's (APPA) Reliable Public Power Provider (RP3) award for its safe and reliable service to its community.**

**USA Today named Traverse City as one of the Best 12 Places to Retire in the USA.**

**Travel & Leisure voted our community as one of the Top Destinations of Summer.**

**The Daily Meal named Traverse City as one of America's Best Small Towns for Food in 2013.**

**Traverse City Light & Power was presented the 2013 Exemplary Project Award from Great Lakes Renewable Energy Association at its December Annual Meeting for the Community Solar project in partnership with Cherryland Rural Electric Cooperative.**

# DIRECTORY OF OFFICIALS - 2013

## City Commission

Mayor Michael Estes  
Mayor Pro Tem James Carruthers  
Commissioner Barbara D. Budros  
Commissioner Jeanine Easterday  
Commissioner Gary L. Howe  
Commissioner Ross Richardson  
Commissioner Tim Werner

Mayor Pro Tem Mary Ann Moore, term ending November 2013  
Commissioner Jody A. Bergman, term ending November 2013  
Commissioner Michael Gillman, term ending November 2013

## City Officials

City Manager  
City Attorney  
City Clerk  
City Treasurer/Finance Director

Jered Ottenwess  
Lauren Tribble-Laucht  
Benjamin C. Marentette  
William E. Twietmeyer

## Department Directors

City Assessor  
City Engineer  
Fire Chief  
Police Chief  
Planning Director  
Public Services Director  
Downtown Development Authority  
Acting Executive Director  
Light and Power Executive Director

Polly Cairns  
Timothy J. Lodge  
James Tuller  
Michael Warren  
Russell A. Soyring  
David Green  
  
Robert Bacigalupi  
Timothy Arends





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