

**DOWNTOWN DEVELOPMENT AUTHORITY
LOWER BOARDMAN RIVER LEADERSHIP TEAM
Wednesday, February 13, 2018, 5:30 p.m.
400 Boardman Avenue, Lower Level Cafeteria
Traverse City, MI 49684
www.downtowntc.com**

Co-Chair Jay called the meeting to order at 5:30 p.m.

Present: Elise Crafts, Christine Crissman, Jean Derenzy, Frank Dituri, Brett Fessell, Michele Howard, Jennifer Jay, Rick Korndorfer, Russ Soyring, Mike Vickery (via phone)

Absent: Harry Burkholder, Tim Ervin, Deni Scrudato

DDA Staff: Colleen Paveglio

1. Meeting Minutes: **The meeting minutes from December 5, 2018 were approved as presented upon motion by Crafts, seconded by Soyring. Motion carried unanimously.**
2. Introductions SmithGroup and Board Members
3. Planning Process & Schedule
 - a. Phase1: Building & Project Visions
 - i. February - April 2018
 - ii. Information Gathering
 - iii. Public Engagement Plan
 - b. Phase 2: Creating A Plan - Implementation
 - i. May - September 2018
 - ii. Public Engagement
 - iii. Recommendations
 - iv. Final Report
 - v. Strategy for Implementation
 - c. Project Organization
 - d. Roles & Responsibilities
 - i. Leadership Team/Subcommittee
 - ii. Collaboration
4. Visioning Exercise
 - a. Stated Objectives - introduce to the public and gain feedback
 - i. Shifting the cultural and environmental approach of the river

- ii. Finding balance
 - iii. Restoring and protecting
 - b. I will consider this effort a success when.....
 - c. If this plan only does one thing, what should it be?
 - d. Short-term wins?
 - e. What have been the greatest challenges to implementation?
- 5. Identifying Stakeholders
 - a. Who & How
- 6. Appointment of Public Engagement Subcommittee
 - a. Burkholder
 - b. Fessell
 - c. Jay
 - d. Vickery
 - e. Crafts
 - f. Derenzy
- 7. Next Steps
 - a. 2019 meeting schedule
 - b. DDA to review contract at March meeting
 - c. SEED Grant
- 8. Public Comment
 - a. Sue Torgerson, 967 Lake Ridge Drive, commented on public engagement
 - b. John Nelson (via letter read by Christine Crissman), 4022 Incochee Court, referred to public engagement
- 9. Adjournment. The meeting officially adjourned at 6:48 p.m.

Respectfully submitted,

Colleen Paveglio

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