

**DOWNTOWN DEVELOPMENT AUTHORITY  
LOWER BOARDMAN RIVER LEADERSHIP TEAM  
Wednesday, August 21, 2019  
5:30 p.m.  
400 Boardman Avenue, Lower Level Cafeteria, Traverse City, MI 49684  
[www.dda.downtowntc.com](http://www.dda.downtowntc.com)**

Information and minutes are available from the DDA CEO, 303 East State Street, Suite C, Traverse City, MI 49684, (231) 922-2050. If you are planning to attend the meeting and are handicapped requiring special assistance; please notify the DDA CEO as soon as possible.

1. Approval of July 17 Minutes
2. Review of Next Steps and Public Input Received
3. Public Comment
4. Adjournment

Any interested person or group may address the Leadership Team on any agenda item when recognized by the presiding officer or upon request of any Leadership Team member. Also, any interested person or group may address the Leadership Team on any matter of concerning the Lower Boardman River 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 three minutes unless otherwise explained by the presiding officer, subject to appeal by the Leadership Team.

**Office of the Downtown Development Authority, 303 E. State Street, Traverse City, MI 49684 (231) 922-2050**

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Wednesday, July 17, 2019, 5:30p.m.  
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Co-Chair Jay called the meeting to order at 5:30 p.m.

**Present:** Harry Burkholder, Elise Crafts, Jean Derenzy, Brett Fessell, Jennifer Jay, Rick Korndorfer, Deni Scrudato, Mike Vickery

**Absent:** Russ Soyring, Christine Crissman, Frank Dituri, Michele Howard

**Facilitator and Consultant:** Bob Doyle (conference call), Tim Ervin

1. Approval of May 15, 2019 and June 3, 2019 Minutes: **MOVED** by Crafts supported by Derenzy to approve minutes of May 15, 2019 and June 3, 2019. **Motion approved unanimously.**
2. Review of Next Steps and Public Input Received: Handout was provided from SmithGroup categorizing all of the input received from the June 12<sup>th</sup> kick-off meeting. This spreadsheet will be on the website along with each and every comment received. Committee requested that the spreadsheet be updated as input is received.

SmithGroup will provide an update at the August meeting of the survey results.

Timeline was provided relating to when a draft unified plan would be reviewed. Derenzy recommended that additional public outreach occurs in August. Talking with DDA staff suggestions of mini “pop-up events at coffee shops, breweries, parks, Friday Night Live, Farmer’s Market, neighborhoods before a draft plan occurs. Committee members also recommended that cards, and/or ad be part of the outreach.

Committee concurred and recommended that weeks of August 12 and August 19 be the 2-weeks of Outreach.

After the 2-week outreach is completed, SmithGroup to provide a draft plan for review by the Team And schedule meetings with the public for input on the design.

Other Business. Derenzy indicated that Christine Crissman indicated she would like to discuss the Riparian zone issue. Derenzy recommended that Bob Doyle (SmithGroup), Mike Vickery, Russ Soyring Frank Dituri meet to discuss.

3. Public Comment

1. NMEAC discussed resolution presented and asked to be part of the material.

Adjournment. The meeting officially adjourned at 6:45pm

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Jennifer Jay & Harry Burkholder, Vice-Chairs



Downtown Development Authority  
303 E. State Street  
Traverse City, MI 49684  
jean@downtowntc.com  
231-922-2050

## Memorandum

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**To:** Lower Boardman River Leadership Team  
**From:** Jean Derenzy, DDA CEO  
**Date:** July 14, 2019  
**SUBJECT:** Update and next steps

**Continued Stakeholder Engagement:** The second week of outreach engagement opportunities continue with positive feedback received. Postcards (example attached) went out last week to all residents. The first part of September Smith Group will begin putting together the Unified plan based on input received based on values and priorities.

In addition, Mike Vickery, Russ Soyering, Christine Crissman, Bob Doyle and I met relating to a riparian zone/district on this stretch of the Boardman. Bob Doyle, from SmithGroup, will be providing examples to this group with suggestions coming back at our September meeting. This piece will tie into the maintenance component as well.

**Unified Plan / Timeline:** As input is gathered and analyzed, the 3-terms that have been categorized as questions being Preserve, Enhance and Restore, as outreach has been completed will be used as the Unified Plan is developed.

**Preserve:** Places or key attributes within the project area that strongly contribute to the community's economic, cultural, environmental, and social strength and should be preserved based on their value to the community.

**Enhance:** Places or attributes within the project area that demonstrate positive potential as to their physical form and economic, environmental, and cultural importance but need re-investment to help them reach their potential.

**Transform:** Places or attributes within the project area that need more dramatic change or complete redevelopment and should be transformed in use, physical form, etc.

SmithGroup anticipates having a draft Plan to the group in **October** to begin reviewing and then going back out to ensure we have captured the intent of the input received.

**Change in Vice-Chair:** Co-Chair Burkholder, has accepted a position with the DDA, as our new COO. Based on this change, Harry will be serving as staff, and no longer serve as the co-Chair. At the DDA September meeting, a DDA Board member will be appointed to serve on the Lower Boardman River Team.

# Lower Boardman

A CONVERSATION

ON THE RIVER



**We Need To Hear From You!**

Send us your thoughts by August 26, 2019

## Tell Us What You Think

The Lower Boardman River Leadership Forum invites you to join the conversation on crafting a Unified Plan for the Lower Boardman River, where the river flows out of Boardman Lake to the mouth of the Bay.

We have been hearing from many people. Share your thoughts with us by August 26, 2019!

**Request a meeting or email your thoughts:**  
[lp@lowerboardman.com](mailto:lp@lowerboardman.com)

**Send a letter:**

LCDDA  
303 F. State St., Ste. C  
Livestock City, MI 49634

**Take the online survey:**  
Check out the website and take the survey!  
[lowerboardman.downtowntc.com](http://lowerboardman.downtowntc.com)