



**Minutes of the
Downtown Development Authority for the City of Traverse City
Regular Meeting
Friday, May 20, 2022**

A regular meeting of the Downtown Development Authority of the City of Traverse City was called to order at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 8:30 a.m.

The following Board Members were in attendance: Chairperson Gabe Schneider, Board Member Steve Nance, Board Member Peter Kirkwood, Board Vice Chair Scott Hardy, Board Member Damian Lockhart, Board Member Jeff Joubran, Mayor Richard Lewis, Board Member Pam Marsh, Board Member Pam DeMerle, Board Member Todd McMillen, Board Member Katy Bertodatto, Board Member Michael Brodsky, and Student Liaison Audrey Michael

The following Board Members were absent: None

Chairperson Schneider presided at the meeting.

(a) **CALL TO ORDER**

Chairperson Schneider called the meeting to order at 8:30AM.

(b) **ROLL CALL**

(c) **REVIEW AND APPROVAL OF AGENDA**

(1)

Consideration of approving the agenda as presented.

Approval of the agenda as presented.

Moved by Jeff Joubran, Seconded by Steve Nance

Yes: Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy, Damian Lockhart, Jeff Joubran, Richard Lewis, Pam Marsh, Pam DeMerle, Todd McMillen, Katy Bertodatto, Michael Brodsky, and Audrey Michael

Absent: None

CARRIED. 13-0-0 on a recorded vote

(d) **CONSENT CALENDAR**

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one DDA Board motion without discussion. Any member of the DDA Board, 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 DDA Board; 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 DDA Board action adopting the consent calendar.

(1)

Consideration of approving the minutes of the April 22, 2022 Downtown Development Authority Board of Directors meeting (Approval Recommended) (Jean Derenzy)

(2)

Consideration of approving financial report and disbursements for DDA, TIF 97, Old Town TIF, Parking and Arts Commission for April 2022 (Approval Recommended) (Jean Derenzy)

That the DDA Board approve the consent calendar as presented.

Moved by Richard Lewis, Seconded by Pam Marsh

Yes: Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy, Damian Lockhart, Jeff Joubran, Richard Lewis, Pam Marsh, Pam DeMerle, Todd McMillen, Katy Bertodatto, Michael Brodsky, and Audrey Michael

Absent: None

CARRIED. 13-0-0 on a recorded vote

(e) **SPECIAL ORDER OF BUSINESS**

(1)

Traverse Connect Business Attraction Program Report (Jean Derenzy, Warren Call)

The Following Addressed the Board:

Jean Derenzy, DDA CEO
Warren Call
Scott Hardy
Gabe Schneider
Steve Nance
Peter Kirkwood

Katy Bertodatto
Michael Brodsky
Richard Lewis
Pam Marsh
Damian Lockhart

(2)

Public Hearing: 2022/2023 Annual Budget (Jean Derenzy)

Public Hearing was Opened at 9:28am.

No public comments.

Public Hearing was closed at 9:29am.

The Following Addressed the Board:

Jean Derenzy, DDA CEO
Gabe Schneider
Scott Hardy

(f)

CEO REPORT

(1)

Project Updates (Jean Derenzy)

The Following Addressed the Board:

Jean Derenzy, DDA CEO
Gabe Schneider
Richard Lewis
Pam DeMerle
Michael Brodsky
Peter Kirkwood
Marty Colburn
Scott Hardy

(2)

Moving Downtown Forward Update (Jean Derenzy)

The Following Addressed the Board:

Jean Derenzy, DDA CEO

Pam Marsh

(3)

Circulation Subcommittee Update (Jean Derenzy)

The Following Addressed the Board:

Jean Derenzy, DDA CEO

Steve Nance

Jeff Joubran

Richard Lewis

Pam Marsh

(4)

Riverwalk Pedestrian Plaza Board Appointment (Approval Recommended) (Jean Derenzy)

The Following Addressed the Board:

Jean Derenzy, DDA CEO

Gabe Schneider

That the DDA Board of Directors appoint Peter Kirkwood to the Project Management Team for the Riverwalk Pedestrian Plaza Conceptual Design Project.

Moved by Richard Lewis, Seconded by Katy Bertodatto

Yes: Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy, Damian Lockhart, Jeff Joubran, Richard Lewis, Pam Marsh, Pam DeMerle, Todd McMillen, Katy Bertodatto, Michael Brodsky, and Audrey Michael

Absent: None

CARRIED. 13-0-0 on a recorded vote

(g) **BOARD MEMBER REPORTS**

(1)

Arts Commission Update (Steve Nance, Harry Burkholder)

The Following Addressed the Board:

Steve Nance

(h) **STAFF REPORTS**

- (1) Downtown Experience Coordinator Report (Abby Taylor)

The Following Addressed the Board:

Abby Taylor

- (2) Communications and Outreach Director Report (Art Bukowski)

The Following Addressed the Board:

Art Bukowski

- (3) Transportation Mobility Director (Nicole VanNess)

The Following Addressed the Board:

Nicole VanNess
Gabe Schneider
Jeff Joubran
Katy Bertodatto
Michael Brodsky

(i) **RECEIVE AND FILE**

- (1) DTCA April 2022 Meeting Minutes

- (2) Finance Committee April 2022 Meeting Minutes

(j) **PUBLIC COMMENT**

(k) **ADJOURNMENT**

Chairperson Schneider adjourned the meeting at 9:55AM.

- (1) Motion to adjourn the meeting.

That the DDA Board adjourn the meeting.

Moved by Richard Lewis, Seconded by Peter Kirkwood

Yes: Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy, Damian Lockhart, Jeff Joubran, Richard Lewis, Pam Marsh, Pam DeMerle, Todd McMillen, Katy Bertodatto, Michael Brodsky, and Audrey Michael

Absent: None

CARRIED. 13-0-0 on a recorded vote

Jean Derenzy, Traverse City DDA
CEO