

**DOWNTOWN DEVELOPMENT AUTHORITY
LOWER BOARDMAN RIVER LEADERSHIP TEAM
Wednesday, September 26, 2018, 5:30 p.m.
400 Boardman Avenue, Lower Level Cafeteria
Traverse City, MI 49684
www.downtowntc.com**

Co-Chair Burkholder called the meeting to order at 5:36 p.m.

Present: Harry Burkholder, Elise Crafts, Jean Derenzy, Tim Ervin, Jennifer Jay, Rick Korndorfer, Heather Smith/Watershed Center (present for Christine Crissman) Deni Scudato, Russ Soyring, Mike Vickery

Absent: Frank Dituri, Michele Howard

DDA Staff: Colleen Paveglio

1. Meeting Minutes: The meeting minutes from August 30, 2018 were approved as presented upon motion by Soyring, seconded by Korndorfer. Motion carried unanimously.
2. Principle and Value Statements
 - a. Ervin reviewed the principles and values identified at previous meetings.
 - b. Burkholder reviewed the summary of principle and value statements identified as how the Boardman River should look in 25 years
 - i. Comments included addressing the hard edge and provide examples
 - ii. Preservation and protection of the river: riparian corridor
 - iii. Paddling, boating and fishing, adding the word sustainable
 - iv. Burkholder to work on revisions to the principles and values based on feedback and will include in the RFP
 - v. Derenzy suggested presenting to the DDA, City Commission, Parks and Recreation, Planning Commission
3. Review of Request for Proposals/Qualifications
 - a. Burkholder directed the Team to provide feedback in one week to Ervin and the final draft will be presented at the October 10, 2018 meeting.
 - i. RFQ to be posted for one month
 - ii. Pre-qualification meeting within 10 days
 - iii. The Team will review applicants for interview at the November 20 meeting
 - iv. Final consultant will also be approved by the DDA Board of Directors
4. Review of Lower Boardman River Maps
 - a. Property Owners: Review of private and public property owned

- i. DDA to purchase property at 215 Union along the Boardman River
 - b. Infrastructure: Review of infrastructure along the river
 - c. Tree Canopy
 - d. Suggestion to show trails and boardwalks
 - i. Include if any are universally accessible
- 5. Letter from Uptown Development
 - a. Soyring reviewed how River setbacks are addressed
- 6. Information
 - a. Information from Board Member Mike Vickery
 - i. Article, How to Transform a Waterfront, was included in the packet for review by the Team
 - ii. Include in the required reading for the the RFQ
 - b. Stormwater Tour: Intent to provide a video of the tour
 - i. Burkholder to research archives of potential video
 - c. Fisheries presentation and/or tour: Intent to provide a video of the tour
 - i. Ervin to arrange for October 24, 2018
 - d. Interest in kayak tour with Dituri
- 7. Public Comment
 - a. Herb Steed, 116 Uptown Court, commented on the Riverwalk at Uptown and addressed safety
 - b. Janet, Uptown Resident, inquired on the authority and process of the Boardman River commented on the Riverwalk at Uptown
 - c. Pat Yamaguchi, 145 Uptown Court, commented on the Riverwalk at Uptown and addressed the, “How to Transform a Waterfront” and Mike Vickery’s memo.
 - d. Penelope Gordon, 127 Uptown Court, commented on the Riverwalk at Uptown and commented on tree removal
 - e. Howard Yamaguchi, 145 Uptown Court, commented on the Riverwalk at Uptown and addressed safety

- f. Scrudato made comment regarding the homeless along the river
 - g. Vickery made comment about connection
8. Other Business
- a. CZM Coastal Zone Grant for the River Trail
9. Adjournment. The meeting officially adjourned at 6:54 p.m.

Respectfully submitted,

Colleen Paveglio

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