

**DOWNTOWN DEVELOPMENT AUTHORITY
LOWER BOARDMAN RIVER LEADERSHIP TEAM
Wednesday, November 28, 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 5:34 p.m.

Present: Harry Burkholder, Elise Crafts, Christine Crissman, Jean Derenzy, Frank Dituri, Brett Fessell, Michele Howard, Jennifer Jay, Rick Korndorfer, Mike Vickery

Absent: Tim Ervin, Deni Scudato, Russ Soyring

DDA Staff: Colleen Paveglio

1. Meeting Minutes: **The meeting minutes from November 20, 2018 were approved as presented upon motion by Jay, seconded by Howard. Motion carried unanimously.**
2. Update on Funding - Seeking \$40,000 and have \$20,000 secured
3. Review of Evaluations - Request for Qualifications
 - a. RFQ Interviews: December 5th - 9:00 am - 1:30 pm
 - b. Review of interview question topics
4. Public Comment
 - a. Tom Mair, 612 5th St., commented on the RFQ submissions and FishPass
 - b. Sue Torgerson, 967 Lake Ridge Drive, commented on prioritizing the plan and process
5. Leadership Team Comments
 - a. Dituri commented on access at to River at Housing Commission and 8th Street and West Front Street Bridge Project
 - i. Housing Commission Property: Publicly owned, but must seek permission for access due to regulations in place
6. Adjournment. The meeting officially adjourned at 6:52 p.m.

Respectfully submitted,

Colleen Pavaglio

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