

Minutes
Traverse City Downtown Development Authority
July 19, 2019
Commission Chambers, Second Floor
Governmental Center, 400 Boardman Avenue, Traverse City

1. Roll Call

Chair Bagdon-McCallum called meeting to order at 8:01am

Present: Leah Bagdon-McCallum, Allison Beers, Harry Burkholder, Mayor Carruthers, Collette Champagne, Steve Constantin, Bill Golden, Scott Hardy, Debbie Hershey, T. Michael Jackson, Jeff Joubran (entered at 8:05am), Gabe Schneider

Absent: None

2. Consent Calendar

Motion by Schneider, seconded by Beers, that the consent portion of the agenda be approved. Motion carried unanimously.

- A. Consideration of minutes for the Regular Meeting of the June 21, 2019 (approval recommended)**
- B. Consideration for Approval of Claims**
- C. Consideration of approving Financial Reports for DDA, TIF 97, and Old Town TIF for June 2019 and Financial Reports for Traverse City Parking Services.**

3. CEO Report

- A. Project Updates
 - i. 222 State Street
 - ii. John Socks updated the Board on his latest project downtown
 - iii. There will be 20 residential units in the new project
 - iv. Derenzy updated the Board on various projects throughout downtown
 - v. City Manager, Marty Colburn, addressed questions about tree maintenance within new projects
- B. Introduction of New Community Police Officer
 - i. Officer Culver started downtown July 1, 2019
 - ii. Issues that Officer Culver has heard from merchants include: the homeless population downtown, shoplifters, bicycles and traffic laws, and drunken activity.
- C. AECOM Stormwater Report
 - i. Report will work in tandem with the Stormwater ordinance with the City.
 - ii. AECOM will be presenting at September's meeting and providing recommendations
- D. Near-Term and Broader issues with respect to Alcohol
 - i. The DDA has been working with the City to manage how liquor licenses are reviewed
 - ii. Derenzy would like to bring recommendations to the City Commission in September or October
- E. Overview of Activities

- i. Electric Scooters
 - a. Russ Soyring, City Planner, has established a meeting to review scooter ordinance
- ii. Farmers Market/Ironman
 - a. The Farmers Market will not be moving locations during the Ironman
- iii. Strategic Planning Session
 - a. August 16th, 8:00am at the City Opera House
- iv. Joint City/DDA Meeting
 - a. Meeting is Monday, July 22nd to present findings of the TIF 97 Ad Hoc committee
- v. Lower Boardman River
- vi. Expansion of DDA Boundaries

F. Joint City/DDA Meeting, Monday July 22nd at 7:00pm

4. Board Member Updates

- A. Arts Commission (Hershey)
 - i. Transition to DDA has gone well
 - ii. Tunnel project is moving ahead
 - iii. Artist for the Boathouse project has been selected
 - iv. Then & Now was approved by the City Commission
 - v. A Master Plan and development plans will be solidified
- B. Farmers Market (Hardy)
 - i. Board received a letter about concerns with Ironman event during the market
 - ii. Approved new vendors and discussed vendor audits
- C. Parking Sub Committee (Hardy)
 - i. Committee has not met since the last meeting
 - ii. Next meeting will be August 1st, 2019
- D. Lower Boardman River (Burkholder)
 - i. Reviewed all results from the Public Outreach meeting last month
 - ii. Largest item of concern regarded alcohol use on the river
 - iii. More public engagement sessions will be held in the coming months

5. Staff Reports

- A. Communications
 - i. Website
 - a. DTCA & Parking websites will launch early August
 - ii. Lower Boardman River Leadership Team
 - a. All information for future meetings, engagements, etc can be found at www.lowerboardman.downtowntc.com
 - iii. Destination Downtown
 - a. The program is continuing to grow
 - iv. Parking Communications
 - a. New print materials were created for downtown employees to ease the task of finding parking downtown
 - v. Facebook
 - a. Managing several new pages, including the Arts Commission page

- vi. DTCA Update
 - a. Street Sales August 2nd
 - b. Friday Night live begins August 2nd
 - c. Downtown Art Fair will take place August 17th
- B. Parking
 - i. Meters on Boardman and Railroad temporarily placed
 - ii. The Hardy Parking Deck roof replacement will start on Monday

6. Receive and File

- A. Farmer's Market June Minutes
- B. Arts Commission June Minutes
- C. DTCA June Minutes

7. Public Comment

- A. Carol Kent, 697 Hannah Avenue, addressed the Board about the DDA boundaries expansion.

8. Adjournment

- A. The meeting officially adjourned at 9:32am.