

**DOWNTOWN DEVELOPMENT AUTHORITY
LOWER BOARDMAN RIVER LEADERSHIP TEAM
Wednesday, December 18, 2019, 5:30 p.m.
400 Boardman Avenue, Lower Level Cafeteria
Traverse City, MI 49684
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lowerboardman.downtowntc.com**

Co-Chair Fessell called the meeting to order at 5:30 p.m.

Present: Christine Crissman, Jean Derenzy, Frank Dituri, Brett Fessell, Jennifer Jay, Pete Kirkwood, Rick Korndorfer, Mike Vickery, Tim Werner (departed @ 7:13 pm), Cindy Winslow

Absent: Elise Crafts, Tim Ervin, Deni Scrudato, Russ Soyring

DDA Staff: Harry Burkholder, Colleen Paveglio

Welcome Cindy Winslow to the Leadership Team

1. Meeting Minutes: **The meeting minutes from October 16, 2019 were approved as presented upon motion by Jay, seconded by Derenzy. Motion carried unanimously**
2. Brief Update on Public FishPass
 - a. Permit Process in place
 - b. Comment period extended until January 17, 2020 on the US Army Corp website
 - c. Over 200 questions asked at the LBR Forums and answered, posted on various websites
 - d. The MOU with the City of Traverse City is being reviewed and completed
 - e. January 7, 2020
 - i. Governmental Center Training Room
 - ii. Open House on the 100% design
3. Discuss Deliverables and Oversight Responsibilities
 - a. Phase 1: Building A Project Vision
 - i. Information Gathering
 - ii. Kick-Off Meeting
 - iii. Develop Products
 - iv. Public Engagement
 - b. Phase 2: Creating a Plan - Implementation
 - i. Recommendations
 - ii. Two-day Public Engagement (pulled in Phase 1)
 - iii. Final Presentation

- iv. Products (Action Plan)
 - v. Public Engagement
 - c. Guidelines, Policy, Improvements
 - d. Who is Responsible? Planning, Funding, Implementing, Managing
 - e. Recommendations: River Conditions & Habitat, Access, Open Space & Built Environment, History, Culture, & Learning, Community & Development Policies, Implementation & Management
 - f. Observations:
 - i. Recommendations touch multiple departments
 - ii. Could move forward within existing government structures,
 - iii. Missing Piece: who will hold the vision and energy to make things happen? A DDA or City Commission? A conservation group?
 - iv. How could a community volunteer organization help?
4. Review and Discuss Reformatted Preliminary Action Plan
- a. What don't you understand?
 - i. Clarification on measures relating to items on Page 6 & 15
 - b. What is missing?
 - i. Infographic
 - ii. The people
 - iii. Define outcomes
 - iv. Education - Action Plan, History & Culture
 - c. What doesn't fit?
 - d. What is most important?
5. Project Timeline and Next Steps
- a. Public Engagement
 - a. January 2020: Ethics & Education
 - b. February 2020: Best Management Practices, i.e. setbacks, outcomes

Werner departed at this point in the meeting

6. Riparian Buffer
- a. 415 E. Front Street
 - b. No formal action taken
7. Arts Commission Project Update
- a. Public Engagement Draft for next phase
 - i. Meetings with experts and key stakeholders (refining action plan)
8. Innovo Development
- a. No formal action taken

9. 2020 Proposed Schedule of Meetings
 - a. Public Comment added to the beginning of the agenda and agenda review
 - b. Staff to notify Team of January date

10. Public Comment
 - a. Thomas Lutes, 3892 Forest Lakes Drive, Conservation District commented on the future of the Unified Plan
 - b. Tom White, 2150 Gibbs, commented on the United Plan process and enforcement policies and paddling forum on February 5, 2020
 - c. Sean Flaherty, 2210 Orchard Court commented on setbacks with various developments in the downtown area and process of Unified Plan
 - d. Mitch Treadwell, 620 W. Seventh St, commented on the idea of the “Friends of the Lower Boardman River” and in particular clean up

11. Adjournment. The meeting officially adjourned at 7:37 p.m.

Respectfully submitted,

Colleen Paveglio

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