

Traverse City Downtown Development Authority Regular Meeting

Friday, December 17, 2021

8:30 am

Commission Chambers, Governmental Center

400 Boardman Avenue

Traverse City, Michigan 49684

Posted: December 13, 2021



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If you are planning to attend and you have a disability requiring any special assistance at the meeting and/or if you have any concerns, please immediately notify the ADA Coordinator.

The City of Traverse City and Downtown Development Authority are committed to a dialog that is constructive, respectful and civil. We ask that all individuals interacting verbally or in writing with board members honor these values.

Downtown Development Authority:

c/o Jean Derenzy, CEO

(231) 922-2050

Web: www.downtowntc.com

303 East State Street, Suite C

Traverse City, MI 49684

Welcome to the Traverse City Downtown Development Authority meeting!

Agenda

	Page
1. CALL TO ORDER	
2. ROLL CALL	
3. REVIEW AND APPROVAL OF AGENDA	
4. CONSENT CALENDAR <i>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.</i>	
A. Consideration of approving the minutes of the regular meeting of November 19, 2021 (approval recommended) (Jean Derenzy) November 19, 2021 Downtown Development Authority Regular Meeting Minutes - PDF	5 - 9
B. Consideration of approving the financial reports and disbursements for DDA, TIF 97, Old Town TIF, Parking Services, and Arts Commission for 2021 (approval recommended) (Jean Derenzy, Harry Burkholder, Nicole VanNess) DDA General, TIF 97 and Old Town TIF November 2021 Financials - PDF TC Parking Services November 2021 Financials - PDF TC Arts Commission November 2021 Financials - PDF	11 - 21
5. ITEMS REMOVED FROM CONSENT CALENDAR	
6. SPECIAL ORDER OF BUSINESS	
A. Lower Boardman Final Unified Plan (approval recommended) (Jean Derenzy, Harry Burkholder) Lower Boardman Final Unified Plan Memo (Jean Derenzy, Harry	23 - 377

[Burkholder\) - PDF](#)
[Final Lower Boardman Unified Plan - PDF](#)
[Final Lower Boardman Unified Plan Appendix - PDF](#)

- B. Retail Incubator Business Plan (TC HatchPad) (approval recommended) (Jean Derenzy, Harry Burkholder) 379 - 395
[Retail Incubator Business Plan Memo \(Jean Derenzy, Harry Burkholder\) - PDF](#)
[Incubator Business Plan](#)
- C. Special Thanks and Acknowledgment - Leah Bagdon McCallum (Jean Derenzy, Gabe Schneider)
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7. NEW BUSINESS

- A. Consideration of approving an amendment to the Parkmobile vendor agreement (approval recommended) (Jean Derenzy, Nicole VanNess) 397 - 398
[TCPS Parkmobile Agreement \(Second Amendment\) Memo \(Jean Derenzy, Nicole VanNess\) - PDF](#)
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8. CEO REPORT

- A. Project Updates 399 - 401
[Project Update Memo \(Jean Derenzy, Harry Burkholder\) - PDF](#)
- B. Reimagine East Front Street Initiative 403 - 471
[Reimagine East Front Street Project Update Memo \(Jean Derenzy, Harry Burkholder\) - PDF](#)
[Reimagine East Front Street November Outreach Presentation - PDF](#)
[Preliminary East Front Street Design - PDF](#)
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9. BOARD MEMBER UPDATES

- A. Committee Appointments (motion required) (Gabe Schneider) 473 - 478
[Committee Appointee Memo \(Gabe Schneider\) - PDF](#)
[DDA Finance Committee Roles and Responsibilities Summary - PDF](#)
[DDA Governance Committee Roles and Responsibilities Summary - PDF](#)
- B. Arts Commission Update (Steve Nance) 479
[Arts Commission Update Memo \(Steve Nance\) - PDF](#)
- C. Parking Subcommittee Update (Scott Hardy) 481
[Parking Subcommittee Update Memo \(Scott Hardy\) - PDF](#)
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10. STAFF REPORTS

- A. Transportation Mobility Director Report (Nicole VanNess) 483
[Transportation Mobility Director Report \(VanNess\) - PDF](#)
 - B. Experience Coordinator Report (Abby Taylor) 485
[Experience Coordinator Report \(Abby Taylor\) - PDF](#)
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11. RECEIVE AND FILE

- A. November 17, 2021 Arts Commission Meeting Minutes 487 -
489
[November 17, 2021 Arts Commission Meeting Minutes - PDF](#)
 - B. December 9, 2021 DTCA Meeting Minutes 491 -
492
[December 9, 2021 DTCA Meeting Minutes - PDF](#)
 - C. December 2, 2021 Parking Subcommittee Meeting Minutes 493 -
494
[December 2, 2021 Parking Subcommittee Meetings Minutes - PDF](#)
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12. PUBLIC COMMENT

13. ADJOURNMENT