

# **Traverse City Downtown Development Authority Regular Meeting**

**September 17, 2021**

**8:30 am**

Commission Chambers, Governmental Center  
400 Boardman Avenue  
Traverse City, Michigan 49684



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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](http://www.downtowntc.com)  
303 East State Street, Suite C  
Traverse City, MI 49684

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# Welcome to the Traverse City Downtown Development Authority meeting!

## Agenda

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### 1. CALL TO ORDER

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### 2. ROLL CALL

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### 3. REVIEW AND APPROVAL OF AGENDA

- A. Consideration of approving the agenda.
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### 4. CONSENT CALENDAR

*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.*

- A. Consideration of approving the minutes of the Regular Meeting of August 20, 2021 (Approval Recommended) (Jean Derenzy) 5 - 8  
[Downtown Development Authority Regular Meeting - 20 Aug 2021 - Minutes - PDF](#)
- B. Consideration of approving Financial Reports and Disbursements for DDA, TIF 97, Old Town TIF, Parking Services and Arts Commission for August 2021 (approval recommended) (Jean Derenzy, Harry Burkholder, Nicole VanNess) 9 - 17  
[DDA General, TIF 97 and Old Town TIF Financials August 2021 - PDF](#)  
[TC Parking Services Financials August 2021 - PDF](#)  
[TC Arts Commission Financials August 2021 - PDF](#)
- C. Consideration of approving a three-year service order for Parking Garage Washdown Maintenance (approval recommended) (Jean Derenzy, Nicole VanNess) 19  
[Garage Washdown 3 Year Maintenance Memo \(Jean Derenzy, Nicole VanNess\) - PDF](#)

<b>5.</b>	<b>ITEMS REMOVED FROM CONSENT CALENDAR</b>	
<b>6.</b>	<b>SPECIAL ORDER OF BUSINESS</b>	
A.	Presentation: FishPass. Bob Lambe, Executive Secretary of the Great Lakes Fishery Commission <a href="#">FishPass Update Presentation Memo (Jean Derenzy) - PDF</a>	21
B.	Presentation: Overview of Healthy Drinking Culture Draft Report - Elise Craft, Megan Motil (input from DDA Board Members welcomed) <a href="#">Healthier Drinking Culture Draft Report Memo (Jean Derenzy) - PDF</a> <a href="#">Healthier Drinking Culture Final Draft Strategic Plan - PDF</a>	23 - 43
<b>7.</b>	<b>OLD BUSINESS</b>	
A.	East Front Street Project Update (Suzanne Schulz, Progressive AE) <a href="#">East Front Street Project Memo (Schulz) - PDF</a>	45 - 46
B.	Downtown Tree Management Plan (approval recommended) (Jean Derenzy, Harry Burkholder) <a href="#">Downtown Tree Management Plan Memo (Jean Derenzy, Harry Burkholder) - PDF</a> <a href="#">Downtown Tree Management Plan - PDF</a>	47 - 111
<b>8.</b>	<b>NEW BUSINESS</b>	
A.	CEO Report - Project Updates <a href="#">Project Updates Memo (Jean Derenzy, Harry Burkholder) - PDF</a> <a href="#">MADVAC LS175 (Sidewalk Cleaner) Product Sheet - PDF</a> <a href="#">Bigbelly Product Sheet - PDF</a>	113 - 132
<b>9.</b>	<b>BOARD MEMBER UPDATES</b>	
A.	Arts Commission (Steve Nance) <a href="#">September Arts Commission Board Member Update Memo (Steve Nance) - PDF</a>	133 - 134
<b>10.</b>	<b>STAFF REPORTS</b>	
A.	Transportation Mobility Director (Nicole VanNess) <a href="#">Transportation Mobility Report (Nicole VanNess) - PDF</a>	135 - 136
B.	Community Development Director (Katy McCain) <a href="#">Community Development Director Report (Katy McCain) - PDF</a>	137 - 138
<b>11.</b>	<b>RECEIVE AND FILE</b>	
A.	Arts Commission August 18, 2021 Meeting Minutes	139 - 141

**12. PUBLIC COMMENT**

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**13. ADJOURNMENT**