



**Minutes of the  
Downtown Development Authority for the City of Traverse City  
Regular Meeting  
Friday, November 18, 2022**

A regular meeting of the Downtown Development Authority of the City of Traverse City was called to order at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 8:30 a.m.

The following Board Members were in attendance: Chairperson Gabe Schneider, Board Member Peter Kirkwood, Board Vice Chair Scott Hardy, Board Member Jeff Joubran, Mayor Richard Lewis, Board Member Todd McMillen, and Board Member Michael Brodsky

The following Board Members were absent: Board Member Steve Nance, Board Member Damian Lockhart, Board Member Pam Marsh, Board Member Pam DeMerle, and Board Member Katy Bertodatto

Chairperson Schneider presided at the meeting.

(a) **CALL TO ORDER**

Chairperson Schneider called the meeting to order at 8:30AM.

(b) **ROLL CALL**

(c) **REVIEW AND APPROVAL OF AGENDA**

- (1) Consideration of approving the agenda as presented.

Approval of the agenda as presented.

Moved by Jeff Joubran, Seconded by Peter Kirkwood

**Yes:** Gabe Schneider, Peter Kirkwood, Scott Hardy, Jeff Joubran, Richard Lewis, Todd McMillen, and Michael Brodsky

**Absent:** Steve Nance, Damian Lockhart, Pam Marsh, Pam DeMerle, and Katy Bertodatto

**CARRIED. 7-0-5 on a recorded vote**

(d) **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.*

- (1) Consideration of approving the minutes of October 21, 2022 Downtown Development Authority meeting (Approval Recommended) (Jean Derenzy)
- (2) Consideration of approving financial reports and disbursements for DDA, TIF 97, Old Town TIF, Parking Services and Arts Commission for October 2022 (Approval Recommended) (Jean Derenzy)  
That the DDA Board approve the consent calendar as presented.

Moved by Richard Lewis, Seconded by Jeff Joubran

**Yes:** Gabe Schneider, Peter Kirkwood, Scott Hardy, Jeff Joubran, Richard Lewis, Todd McMillen, and Michael Brodsky

**Absent:** Steve Nance, Damian Lockhart, Pam Marsh, Pam DeMerle, and Katy Bertodatto

**CARRIED. 7-0-5 on a recorded vote**

(e) **SPECIAL ORDER OF BUSINESS**

- (1) Recognition of Employees on the Two-Way Pilot Project (Jean Derenzy)

The Following Addressed the Board:

Jean Derenzy, DDA CEO  
Gabe Schneider  
Peter Kirkwood  
Scott Hardy

- (2) Informational Bi-Annual Report to Community (MCL 125.4910(4)) (Jean Derenzy)

The Following Addressed the Board:

Jean Derenzy, DDA CEO  
Gabe Schneider  
Scott Hardy  
Richard Lewis

(f) **OLD BUSINESS**

- (1) Moving Downtown Forward Update/Overview (Jean Derenzy)

The Following Addressed the Board:

Jean Derenzy, DDA CEO  
Gabe Schneider

- (2) Presentation of Lower Boardman/Ottaway River Conceptual Design (Approval Recommended) (Jean Derenzy, Inform Studio)

The Following Addressed the Board:

Jean Derenzy, DDA CEO  
Gabe Schneider  
Michael Guthrie  
Wes Michaels  
Peter Kirkwood  
Scott Hardy  
Michael Brodsky  
Jeff Joubran  
Richard Lewis

Gabe Schneider provided the following motion:

That the DDA Board approve the conceptual design for the Boardman/Ottaway Downtown Riverfront Conceptual Design and directs staff to begin implementing elements of the plan in a phased approach and further that the DDA Board encourage the City of Traverse City and other public bodies to incorporate elements of the Conceptual Design into their future capital projects along the river corridor.

Moved by Michael Brodsky, Seconded by Todd McMillen

**Yes:** Gabe Schneider, Peter Kirkwood, Scott Hardy, Jeff Joubran, Richard Lewis, Todd McMillen, and Michael Brodsky

**Absent:** Steve Nance, Damian Lockhart, Pam Marsh, Pam DeMerle, and Katy Bertodatto

**CARRIED. 7-0-5 on a recorded vote**

(g) **ADJOURNMENT**

- (1) Scott Hardy left the meeting at 10:05am.

Meeting adjourned as a quorum was no longer present.

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