

# Traverse City Downtown Development Authority Regular Meeting

Friday, December 16, 2022

**8:30 am**

Training Room, Governmental Center  
400 Boardman Avenue  
Traverse City, Michigan 49684



The City of Traverse City does not discriminate on the basis of disability in the admission to, access to, treatment in, or employment in, its programs or activities. Penny Hill, Assistant City Manager, 400 Boardman Avenue, Traverse City, Michigan 49684, phone 231-922-4440, TDD/TTY 231-922-4412, VRS 231-421-7008, has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

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.dda.downtowntc.com](http://www.dda.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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<b>1. CALL TO ORDER</b>	
<b>2. ROLL CALL</b>	
<b>3. ELECTION OF OFFICERS</b>	
A. Election of Officers (Approval Recommended) (Jean Derenzy) <a href="#">Election of Officers Memo (Jean Derenzy) - PDF</a> <a href="#">DDA Meeting 2023 Meeting Dates and Times - PDF</a>	7 - 9
<b>4. COMMITTEE STRUCTURE</b>	
A. Committee Appointments (Approval Recommended) (Jean Derenzy) <a href="#">Committee Structure and Appointments Memo (Jean Derenzy) - PDF</a>	11 - 12
<b>5. REVIEW AND APPROVAL OF AGENDA</b>	
<b>6. CONSENT CALENDAR</b>	
<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. Approval of the minutes of the November 18, 2022 Downtown Development Authority Board of Directors meeting (Approval Recommended) (Jean Derenzy) <a href="#">Downtown Development Authority Regular Meeting - 18 Nov 2022 - Minutes - PDF</a>	13 - 16
B. Consideration of approving financial reports and disbursements for DDA, TIF 97, Old Town TIF, Parking Services and Arts	17 - 25

Commission for November 2022 (Approval Recommended) (Jean Derenzy)

[DDA General, TIF 97, Old Town TIF Combined Financials November 2022 - PDF](#)

[TC Parking Services Financials December 2022 - PDF](#)

[TC Arts Commission Financials December 2022 - PDF](#)

- C. Bridge Funding (Approval Recommended) (Jean Derenzy) 27 - 28  
[Bridges Funding Memo \(Jean Derenzy\) - PDF](#)
- D. Funding for data collection State St./Pine St./Boardman Ave. (Approval Recommended) (Jean Derenzy) 29 - 30  
[Data Collection on State St./Pine St./Boardman Ave. Memo \(Jean Derenzy\) - PDF](#)
- E. Memorandum of Understanding - TART/City of Traverse City (Approval Recommended) (Jean Derenzy) 31 - 35  
[Project Agreement Memo \(Jean Derenzy\) - PDF](#)  
[TART Bayfront Improvement & Extension Project Agreement - PDF](#)
- F. Additional Permits for Old Town Parking Deck (Approval Recommended) (Nicole VanNess, Jean Derenzy) 37 - 39  
[Additional Parking Permits - Old Town Garage \(Jean Derenzy\) - PDF](#)  
[Downtown Employee Survey/Old Town Parking Permits \(Nicole VanNess\) - PDF](#)

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## 7. ITEMS REMOVED FROM CONSENT CALENDAR

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## 8. SPECIAL ORDER OF BUSINESS

- A. Moving Downtown Forward Presentation (Approval Recommended) (Brad Segal, Jean Derenzy) 41 - 182  
[Moving Downtown Forward Update and Next Steps \(Jean Derenzy\) - PDF](#)  
[Moving Downtown Forward Final Report - PDF](#)

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## 9. NEW BUSINESS

- A. Hardy Two-Way Traffic Conversion Project (Approval Recommended) (Nicole VanNess, Jean Derenzy) 183 - 198  
[Hardy Two-Way Traffic Conversion and PARCS Project Memo \(Nicole VanNess, Jean Derenzy\) - PDF](#)  
[Hardy Parking Garage Traffic Conversion Impact Study - PDF](#)

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## 10. CEO REPORT

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A.	Project Updates (Jean Derenzy) <a href="#">Project Updates (Jean Derenzy) - PDF</a>	199 - 201
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<b>11.</b>	<b>BOARD MEMBER REPORTS</b>	
A.	Arts Commission Update (Steve Nance) <a href="#">Arts Commission Update (Steve Nance) - PDF</a>	203
B.	Parking Advisory Board Update (Scott Hardy) <a href="#">Parking Advisory Board Update (Scott Hardy) - PDF</a>	205
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<b>12.</b>	<b>STAFF REPORTS</b>	
A.	Transportation and Mobility Director Report (Nicole VanNess) <a href="#">Transportation and Mobility Director Report (Nicole VanNess) - PDF</a>	207 - 209
B.	Communications and Outreach Director Report (Art Bukowski) <a href="#">Communications and Outreach Director Report (Art Bukowski) - PDF</a>	211 - 212
C.	Downtown Experience Coordinator Report (Abby Taylor) <a href="#">Downtown Experience Coordinator Report (Abby Taylor) - PDF</a>	213 - 214
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<b>13.</b>	<b>RECEIVE AND FILE</b>	
A.	DTCA November 2022 Meeting Minutes <a href="#">November 10, 2022 DTCA Board Meeting Minutes - PDF</a>	215 - 216
B.	October Parking Advisory Board Meeting Minutes <a href="#">October 5, 2022 Parking Advisory Board Meeting Minutes - PDF</a>	217 - 219
C.	October Arts Commission Meeting Minutes <a href="#">October 19, 2022 Arts Commission Meeting Minutes - PDF</a>	221 - 223
D.	Update on State St./Pine St./Boardman Ave. <a href="#">Pilot Two-Way Conversion Project Update (Jean Derenzy) - PDF</a>	225
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<b>14.</b>	<b>PUBLIC COMMENT</b>	
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<b>15.</b>	<b>ADJOURNMENT</b>	