

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

**March 18, 2022**

**8:30 am**

Commission Chambers, Governmental Center

400 Boardman Avenue

Traverse City, Michigan 49684

Posted: March 14, 2022



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

# Welcome to the Traverse City Downtown Development Authority meeting

## Agenda

	Page
<b>1. CALL TO ORDER</b>	
<hr/>	
<b>2. ROLL CALL</b>	
<hr/>	
<b>3. REVIEW AND APPROVAL OF AGENDA</b>	
A.	
Consideration of approving the agenda as presented.	
<hr/>	
<b>4. 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.	5 - 10
Consideration of approving the minutes of the February 18, 2022 Downtown Development Authority Board of Directors meeting (Approval recommended) (Jean Derenzy)	
<a href="#">Downtown Development Authority Regular Meeting - 18 Feb 2022 - Minutes - Pdf</a>	
B.	11 - 19
Consideration of approving Financial Reports and disbursements for DDA, TIF 97, Old Town TIF, Parking and Arts Commission for February 2022 (approval recommended) (Jean Derenzy, Harry Burkholder, Nicole VanNess)	
<a href="#">DDA General, TIF 97 &amp; Old Town TIF February 2022 Financials - PDF</a>	
<a href="#">TC Parking Services Feb 2022 Financials - PDF</a>	
<a href="#">TC Arts Commission Feb 2022 Financials - PDF</a>	
C.	21

Destination Downtown Waive Participation Fees (Approval Recommended) (Jean Derenzy, Nicole VanNess)  
[Destination Downtown Waive Participation Fees Memo \(Jean Derenzy, Nicole VanNess\) - PDF](#)

- D. 23  
Change order JE Johnson Old Town Boilers (Approval Recommended) (Jean Derenzy, Nicole VanNess)  
[Change Order JE Johnson Old Town Boilers \(Jean Derenzy, Nicole VanNess\) - PDF](#)

---

**5. ITEMS REMOVED FROM CONSENT CALENDAR**

---

**6. NEW BUSINESS**

- A. 25 - 26  
Preliminary 2022/2023 DDA General, TIF 97 and Old Town TIF Budgets (Jean Derenzy)  
[Preliminary Budget Memo \(Jean Derenzy\) - PDF](#)

---

**7. OLD BUSINESS**

- A. 27 - 33  
Lot L Agreement Amendment (Approval Recommended) (Jean Derenzy, Nicole VanNess)  
[Parking Lot L Lease Amendment Memo \(Jean Derenzy, Nicole VanNess\) - PDF](#)  
[Parking Lot L Lease Amendment Ordinance - PDF](#)  
[Parking Lot L Lease Amendment Map - PDF](#)
- B. 35 - 38  
Amendment to Parking Management Agreement (Approval Recommended) (Jean Derenzy)  
[Parking Management Agreement Memo \(Jean Derenzy\) - PDF](#)  
[Amending Cost - PDF](#)
- C. 39 - 42  
North Union Street Resolution (Approval Recommended) (Jean Derenzy)  
[North Union Street Bridge Resolution \(Jean Derenzy\) - PDF](#)  
[2017 Critical Bridge Resolution - PDF](#)

---

**8. CEO REPORT**

- A. 43 - 46  
Project Updates (Jean Derenzy)  
[Project Updates \(Jean Derenzy\) - PDF](#)

---

**9. BOARD MEMBER REPORTS**

- A. 47  
Arts Commission (Steve Nance, Harry Burkholder)  
[Arts Commission Update Memo \(Steve Nance, Harry Burkholder\) - PDF](#)
- 

**10. STAFF REPORTS**

- A. 49 -  
50  
Downtown Experience Coordinator Report (Abby Taylor)  
[Downtown Experience Coordinator Report \(Abby Taylor\) - PDF](#)
- B. 51  
Communications and Outreach Director Report (Art Bukowski)  
[Communications and Outreach Director Report \(Art Bukowski\) - PDF](#)
- 

**11. RECEIVE AND FILE**

- A. 53 -  
55  
Arts Commission February 2022 Meeting Minutes  
[February 16, 2022 Arts Commission Meeting Minutes - DRAFT - PDF](#)
- B. 57 -  
58  
DTCA February 2022 Meeting Minutes  
[February 10, 2022 DTCA Board Meeting Minutes - PDF](#)
- C. 59 -  
60  
Transportation Mobility Director Report (Nicole VanNess)  
[Transportation Mobility Director Report \(Nicole VanNess\) - PDF](#)
- 

**12. PUBLIC COMMENT**

---

**13. ADJOURNMENT**