

Traverse City Downtown Development Authority Regular Meeting

Friday, August 19, 2022

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.dda.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

A.

Consideration of approving the agenda as presented.

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 July 15, 2022 Downtown Development Authority Board of Directors meeting (Approval Recommended) (Jean Derenzy)

[Downtown Development Authority Regular Meeting - 15 Jul 2022 - Minutes - Pdf](#)

7 -
13

B.

Consideration of approving financial reports and disbursements for DDA, TIF 97, Old Town TIF, Parking and Arts Commission for July 2022 (Approval Recommended) (Jean Derenzy)

[DDA General, TIF 97, Old Town TIF July 2022 - PDF](#)
[TC Parking Services Financials July 2022 - PDF](#)
[TC Arts Commission Financials July 2022 - PDF](#)

15 -
23

5. SPECIAL ORDER OF BUSINESS

A.

Certificate of Recognition for Student Liaison (Gabe Schneider)

6. OLD BUSINESS	
A.	25
	NEZ Update (Jean Derenzy)
	NEZ Update Memo (Jean Derenzy) - PDF
B.	27 - 29
	Wayfinding Signage (Approval Recommended) (Jean Derenzy)
	Wayfinding Signage Memo (Jean Derenzy) - PDF

7. NEW BUSINESS	
A.	31
	Acceptance of Grant - MEDC Façade Improvement (Approval Recommended) (Jean Derenzy)
	Facade Improvement Grant Memo (Jean Derenzy) - PDF
B.	33
	Retail Incubator Update (Jean Derenzy)
	Retail Incubator Memo (Jean Derenzy) - PDF
C.	35 - 36
	Brownfield Assessment Grant (Approval Recommended) (Jean Derenzy)
	Brownfield Assessment Grant Memo (Jean Derenzy) - PDF
D.	37
	Appointment to the Governance Committee (Approval Recommended) (Jean Derenzy)
	Governance Committee Appointment Memo (Jean Derenzy) - PDF

8. CEO REPORT	
A.	39 - 45
	Public Projects 2022/2023 and 2023/2024 (Jean Derenzy)
	Overview of Public Projects Memo (Jean Derenzy) - PDF
	Project Map - PDF
	Project Budget - PDF
B.	47
	Appointment to Mobility Planning Committee (Approval Recommended) (Jean Derenzy)
	Mobility Planning Committee Appointment Memo (Jean Derenzy) - PDF
C.	49 - 50
	Project Updates (Jean Derenzy)

[Project Updates Memo \(Jean Derenzy\) - PDF](#)

9. BOARD MEMBER REPORTS

- A. 51
Arts Commission Update (Steve Nance)
[Arts Commission Update Memo \(Steve Nance\) - PDF](#)
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10. STAFF REPORTS

- A. 53 - 54
Transportation Mobility Director Report (Nicole VanNess)
[Transportation Mobility Director Report \(Nicole VanNess\) - PDF](#)
- B. 55
Communications and Outreach Director Report (Art Bukowski)
[Communications and Outreach Director Report \(Art Bukowski\) - PDF](#)
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11. RECEIVE AND FILE

- A. 57 - 58
Downtown Experience Coordinator Report (Abby Taylor)
[Downtown Experience Coordinator Report \(Abby Taylor\) - PDF](#)
- B. 59 - 60
Arts Commission June 2022 Meeting Minutes
[15 June, 2022 Arts Commission Meeting Minutes - PDF](#)
- C. 61 - 64
Finance Committee May 2022 Meeting Minutes
[9 May, 2022 Finance Committee Meeting Minutes - PDF](#)
- D. 65 - 66
DTCA Board June Meeting Minutes
[9 June, 2022 DTCA Board Meeting Minutes - PDF](#)
- E. 67 - 69
Traverse Connect Q2 Results + Quarterly Accomplishments
[Traverse Connect Q2 Results + Quarterly Accomplishments - PDF](#)
- F. 71
Master Plan Memo (Jean Derenzy)
[Master Plan Memo \(Jean Derenzy\) - PDF](#)
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12. PUBLIC COMMENT

13. ADJOURNMENT
