

# Traverse City Downtown Development Authority Regular Meeting

Friday, May 19, 2023

**9:00 am**

Commission Chambers, 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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**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 as presented.

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**4. PUBLIC COMMENT**

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**5. 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. Approval of the minutes of April 21, 2023 and May 5, 2023  
Downtown Development Authority Board of Directors meetings  
(Approval Recommended) (Jean Derenzy)

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[Downtown Development Authority Regular Meeting - 21 Apr 2023 - Minutes - PDF](#)

[Downtown Development Authority Study Session - 05 May 2023 - Minutes - PDF](#)

B. Consideration of approving the financial reports and disbursements for DDA, TIF 97, Old Town TIF, Parking Services and Arts Commission for April 2023 (Approval Recommended) (Jean Derenzy)

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[DDA General, TIF 97, Old Town TIF Combined Financials April 2023 - PDF](#)

[TC Parking Services Financials April 2023 - PDF](#)

[TC Arts Commission Financials April 2023 - PDF](#)

<b>6.</b>	<b>ITEMS REMOVED FROM CONSENT CALENDAR</b>	
<b>7.</b>	<b>SPECIAL ORDER OF BUSINESS</b>	
A.	Public Hearing: 2023/2023 Annual Budget (Jean Derenzy) <a href="#">2023-2024 Proposed Budget Public Hearing Memo (Jean Derenzy) - PDF</a> <a href="#">DDA General, TIF 97 &amp; Old Town TIF 2023-2024 Proposed Budget - PDF</a> <a href="#">Arts Commission &amp; Parking Services 2023-2024 Proposed Budget - PDF</a>	30 - 40
<b>8.</b>	<b>OLD BUSINESS</b>	
A.	Two-Way Update (Chris Zull, Jean Derenzy) <a href="#">Two Way Circulation Memo (Jean Derenzy) - PDF</a> <a href="#">Downtown Circulation Traffic Analysis Memo (Chris Zull) - PDF</a> <a href="#">Two Way Implementation Presentation - PDF</a>	41 - 63
<b>9.</b>	<b>NEW BUSINESS</b>	
A.	2022/2023 Budget Adjustment (Approval Recommended) (Jean Derenzy) <a href="#">Budget Adjustment Memo (Approval Recommended) (Jean Derenzy) - PDF</a> <a href="#">Budget Adjustments - PDF</a>	64 - 65
B.	Moving Downtown Forward Timeline (Jean Derenzy) <a href="#">Timeline for Moving Downtown Forward Memo (Jean Derenzy) - PDF</a> <a href="#">Moving Downtown Forward Board Meeting Milestones - PDF</a>	66 - 67
<b>10.</b>	<b>CEO REPORT</b>	
A.	Project Updates (Jean Derenzy) <a href="#">Project Updates Memo (Jean Derenzy) - PDF</a>	68 - 69
<b>11.</b>	<b>BOARD MEMBER REPORTS</b>	
A.	Arts Commission Update (Steve Nance, Harry Burkholder) <a href="#">Art Commission Update (Steve Nance, Harry Burkholder) - PDF</a>	70
<b>12.</b>	<b>STAFF REPORTS</b>	
A.	Transportation Mobility Director Report (Nicole VanNess) <a href="#">Transportation &amp; Mobility Director Report (Nicole VanNess) - PDF</a>	71 - 72
B.	Communications & Outreach Director Report (Art Bukowski)	73 - 74

[Communications & Outreach Director Report \(Art Bukowski\) - PDF](#)

- C. Downtown Experience Coordinator Report (Abby Taylor) 75 -  
[Downtown Experience Coordinator Report \(Abby Taylor\) - PDF](#) 76
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**13. RECEIVE AND FILE**

- A. DTCA April 2023 Meeting Minutes 77 -  
[April 13, 2023 DTCA Board Meeting Minutes - PDF](#) 79
- B. Arts Commission March 2023 Meeting Minutes 80 -  
[March 15, 2023 Arts Commission Meeting Minutes - PDF](#) 82
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**14. PUBLIC COMMENT**

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**15. ADJOURNMENT**



# CITY COMMISSION

## GOALS & OBJECTIVES

### 2022-2023

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#### **HOUSING & HOMELESSNESS**

Increase opportunities for more diverse housing through public and private options.



#### **ACCESS & MOBILITY**

Invest in multi-modal mobility strategies and existing and future infrastructure so that individuals of all ages, abilities and income have a network of complete, barrier free, safe, year round access to our community's amenities and basic needs.



#### **CONNECTING PEOPLE WITH EACH OTHER AND NATURE**

Invest in facilities and amenities in order to create vibrant City spaces that connect all people to nature and to each other.



#### **ECONOMIC DEVELOPMENT**

The City will foster economic development by adopting a growth mentality and by conserving and maintaining natural resources. It will work with partners to invest in and maintain amenities that support a wide variety of industries, build the workforce, and attract well-paying jobs with the region's future in mind.



#### **WATER SYSTEMS**

Proactively and consistently maintain, conserve, and manage water and water systems to reduce harm to the systems themselves as well as public health and safety.



#### **CLIMATE CHANGE**

Address climate within all of our City priorities, goals, policies, and actions.