

# Traverse City Downtown Development Authority Regular Meeting

Friday, June 16, 2023

**9:00 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](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 May 19, 2023 and June 2, 2023  
Downtown Development Authority Board of Directors meetings  
(Approval Recommended) (Jean Derenzy)

6 -  
55

[Downtown Development Authority Regular Meeting - 19 May 2023 - Minutes - PDF](#)

[Downtown Development Authority Study Session - 02 Jun 2023 - Minutes - PDF](#)

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

56 -  
63

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

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

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

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6. **ITEMS REMOVED FROM CONSENT CALENDAR**

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<b>7. SPECIAL ORDER OF BUSINESS</b>	
A. Informational Bi-Annual Report to Community (MCL 125.4910(4)) (Jean Derenzy) <a href="#">Informational Bi-Annual Report to Community Memo (Jean Derenzy) - PDF</a>	64
B. Mobility Action Plan & TART Trail Improvement Update (Chris Zull) <a href="#">Mobility Action Plan &amp; TART Trail Improvement Project Update (Jean Derenzy) - PDF</a>	65 - 66

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<b>8. OLD BUSINESS</b>	
A. Approval of the 2023/2024 DDA Budget (Approval Recommended) (Jean Derenzy) <a href="#">2023/2024 Budget Memo (Jean Derenzy) - PDF</a> <a href="#">DDA General Budget - PDF</a> <a href="#">TIF 97 Budget - PDF</a> <a href="#">Old Town TIF Budget - PDF</a>	67 - 76

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<b>9. NEW BUSINESS</b>	
A. Consideration to pave the 200 Block Alley of Front St. (Approval Recommended) (Jean Derenzy) <a href="#">200 Block Front St. North Alley Mill &amp; Fill Memo (Jean Derenzy) - PDF</a>	77

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<b>10. CEO REPORT</b>	
A. Activities Update (Jean Derenzy) <a href="#">Activities Update (Jean Derenzy) - PDF</a>	78 - 79

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<b>11. BOARD MEMBER REPORTS</b>	
A. Arts Commission Update (Steve Nance) <a href="#">Art Commission Update (Steve Nance) - PDF</a>	80

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<b>12. STAFF REPORTS</b>	
A. Transportation and Mobility Director Report (Nicole VanNess) <a href="#">Transportation and Mobility Director Report (Nicole VanNess) - PDF</a> <a href="#">Permit Auto-Renewal Information - PDF</a>	81 - 85
B. Downtown Experience Coordinator Report (Abby Taylor) <a href="#">Downtown Experience Coordinator Report (Abby Taylor) - PDF</a>	86
C. Communications and Outreach Director Report (Art Bukowski)	87

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

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**13. RECEIVE AND FILE**

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|----|---|------------|
| A. | Arts Commission April 2023 Meeting Minutes<br><a href="#">April 19, 2023 Arts Commission Meeting Minutes - PDF</a>  | 88 -<br>90 |
| B. | Arts Commission Paint-It-Forward Program Subcommittee May 2023 Meeting Minutes<br><a href="#">May 4, 2023 Arts Commission Paint-it-Forward Subcommittee Meeting Minutes - PDF</a> | 91         |
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**14. PUBLIC COMMENT**

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**15. ADJOURNMENT**