



**Minutes of the  
Downtown Development Authority for the City of Traverse City  
Regular Meeting  
Friday, June 16, 2023**

A regular meeting of the Downtown Development Authority of the City of Traverse City was called to order at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 9:00 a.m.

The following Board Members were in attendance: Chairperson Gabe Schneider, Board Member Steve Nance, Board Member Peter Kirkwood, Board Vice Chair Scott Hardy, Board Member Jeff Joubran, Mayor Richard Lewis, Board Member Todd McMillen, Board Member Katy Bertodatto, and Board Member Michael Brodsky

The following Board Members were absent: Board Member Pam Marsh, Board Member Pam DeMerle and Student Liaison Will Unger

Chairperson Schneider presided at the meeting.

(a) **CALL TO ORDER**

Chairperson Schneider called the meeting to order at 9:00AM.

(b) **ROLL CALL**

(c) **REVIEW AND APPROVAL OF AGENDA**

- (1) Consideration of approving the agenda as presented.  
Approval of the agenda as presented.

Moved by Scott Hardy, Seconded by Jeff Joubran

**Yes:** Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy, Jeff Joubran, Richard Lewis, Todd McMillen, Katy Bertodatto, and Michael Brodsky

**Absent:** Pam Marsh and Pam DeMerle

**CARRIED. 9-0-2 on a recorded vote**

(d) **PUBLIC COMMENT**

The Following Addressed the Board:

Scott Hardy

(e) **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.*

- (1) Approval of the minutes of May 19, 2023 and June 2, 2023 Downtown Development Authority Board of Directors meetings (Approval Recommended) (Jean Derenzy)
- (2) 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)  
That the DDA Board approve the consent calendar as presented.

Moved by Steve Nance, Seconded by Katy Bertodatto

**Yes:** Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy, Jeff Joubran, Richard Lewis, Todd McMillen, Katy Bertodatto, and Michael Brodsky

**Absent:** Pam Marsh and Pam DeMerle

**CARRIED. 9-0-2 on a recorded vote**

(f) **SPECIAL ORDER OF BUSINESS**

- (1) Informational Bi-Annual Report to Community (MCL 125.4910(4)) (Jean Derenzy)

The Following Addressed the Board:

Jean Derenzy, DDA CEO  
Gabe Schneider

- (2) Mobility Action Plan & TART Trail Improvement Update (Chris Zull)

The Following Addressed the Board:

Chris Zull  
Jean Derenzy

Jess Howard  
Pete Kirkwood  
Gabe Schneider  
Katy Bertodatto  
Richard Lewis  
Scott Hardy  
Steve Nance  
Michael Brodsky

(g) **OLD BUSINESS**

(1) Approval of the 2023/2024 DDA Budget (Approval Recommended) (Jean Derenzy)

The Following Addressed the Board:

Jean Derenzy, DDA CEO  
Gabe Schneider  
Richard Lewis

That the DDA Board of Directors hereby approves the 2023/2024 budget as follows:

|  |             |
|--|-------------|
| Downtown Development Authority (General) Fund  | \$1,931,359 |
| Tax Increment Financing District 97 Fund       | \$5,021,003 |
| Tax Increment Financing District Old Town Fund | \$1,108,450 |

Moved by Richard Lewis, Seconded by Scott Hardy

**Yes:** Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy, Jeff Joubbran, Richard Lewis, Todd McMillen, Katy Bertodatto, and Michael Brodsky

**Absent:** Pam Marsh and Pam DeMerle

**CARRIED. 9-0-2 on a recorded vote**

That the DDA Board of Directors recommends to the City of TC to move forward with the TART trail expansion and approve to contribute \$200,000 of RAP funds to the project.

Moved by Richard Lewis, Seconded by Steve Nance

**Yes:** Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy, Jeff Joubbran, Richard Lewis, Todd McMillen, Katy Bertodatto, and Michael Brodsky

**Absent:** Pam Marsh and Pam DeMerle

**CARRIED. 9-0-2 on a recorded vote**

(h) **NEW BUSINESS**

- (1) Consideration to pave the 200 Block Alley of Front St. (Approval Recommended)  
(Jean Derenzy)

The Following Addressed the Board:

Jean Derenzy, DDA CEO  
Gabe Schneider  
Katy Bertodatto  
Pete Kirkwood  
Richard Lewis  
Steve Nance  
Jeff Joubran  
Scott Hardy  
Michael Brodsky  
Todd McMillen  
Pete Kirkwood amended the motion.

That the DDA Board approve to enter into a contract with Team Elmers for \$35,500 for mill-and fill work, that materially improves the status quo, along the 200 block revitalization utilizing TIF-97 funds, subject to approval and as to form and substance by the DDA CEO and DDA Attorney as long as the mill-and-fill doesn't extend the scope of the project.

Moved by Peter Kirkwood, Seconded by Katy Bertodatto

**Yes:** Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy, Todd McMillen, Katy Bertodatto, and Michael Brodsky  
**No:** Richard Lewis  
**Abstained:** Jeff Joubran  
**Absent:** Pam Marsh and Pam DeMerle

**CARRIED. 7-1-2 on a recorded vote**

(i) **CEO REPORT**

- (1) Activities Update (Jean Derenzy)

Steve Nance left the meeting at 10:35am.

The Following Addressed the Board:

Jean Derenzy, DDA CEO  
Gabe Schneider  
Scott Hardy

(j) **BOARD MEMBER REPORTS**

- (1) Arts Commission Update (Steve Nance)

(k) **STAFF REPORTS**

- (1) Transportation and Mobility Director Report (Nicole VanNess)

The Following Addressed the Board:

Nicole VanNess

- (2) Downtown Experience Coordinator Report (Abby Taylor)

The Following Addressed the Board:

Abby Taylor  
Gabe Schneider  
Scott Hardy

- (3) Communications and Outreach Director Report (Art Bukowski)

The Following Addressed the Board:

Art Bukowski  
Katy Bertodatto

(l) **RECEIVE AND FILE**

- (1) Arts Commission April 2023 Meeting Minutes  
(2) Arts Commission Paint-It-Forward Program Subcommittee May 2023 Meeting Minutes

(m) **PUBLIC COMMENT**

The Following Addressed the Board:

Jason Allen  
Elizabeth Calcut  
Scott Hardy

(n) **ADJOURNMENT**

- (1) Motion to adjourn the meeting.  
That the DDA Board adjourn the meeting at 10:49AM.

Moved by Gabe Schneider, Seconded by Richard Lewis

**Yes:** Gabe Schneider, Peter Kirkwood, Scott Hardy, Jeff Joubran,  
Richard Lewis, Todd McMillen, Katy Bertodatto, and Michael  
Brodsky

**Absent:** Steve Nance, Pam Marsh, and Pam DeMerle

**CARRIED. 8-0-3 on a recorded vote**

---

Jean Derenzy, Traverse City DDA  
CEO