

Traverse City Downtown Development Authority Regular Meeting

Friday, March 17, 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
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. Approval of minutes of the February 17, 2023 and March 3, 2023 Downtown Development Authority Board of Directors meeting (Approval Recommended) (Jean Derenzy) 7 - 14
[Downtown Development Authority Regular Meeting - 17 Feb 2023 - Minutes - PDF](#)
[Downtown Development Authority Study Session - 03 Mar 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 February 2023 (Approval Recommended) (Jean Derenzy) 15 - 25
[DDA General, TIF 97, Old Town TIF Combined Financials February 2023 - PDF](#)
[TC Parking Services Financials February 2023 - PDF](#)
[TC Arts Commission Financials February 2023 - PDF](#)
- C. Consideration of renaming the Parking Advisory Board to the Mobility & Parking Advisory Board (Approval Recommended) (Jean Derenzy, Nicole VanNess) 27 - 28

[Renaming Parking Advisory Board Memo \(Nicole VanNess, Jean Derenzy\) - PDF](#)

5. ITEMS REMOVED FROM CONSENT CALENDAR

6. OLD BUSINESS

- A. Retail Incubator Update (Memo Forthcoming)
-

7. NEW BUSINESS

- A.
- B. Parking Lot B Financing of Redesign (Approval Recommended) 29 -
(Nicole VanNess, Jean Derenzy) 30
[CIP-545 Lot B Reconstruction Memo \(Nicole VanNess, Jean Derenzy\) - PDF](#)
- C. Conceptual Phased Approach for the Lower Boardman (Approval 31 -
Recommended) (Jean Derenzy) 32
[Lower Boardman/Ottaway Downtown Riverwalk Memo \(Jean Derenzy\) - PDF](#)
- D. West End Parking Structure Recommendation for RFP (Approval 33 -
Recommended) (Jean Derenzy) 34
[West End Parking Structure and Downtown Parking \(Jean Derenzy\) - PDF](#)
-

8. CEO REPORT

- A. Project Updates (Jean Derenzy) 35 -
[Project Updates Memo \(Jean Derenzy\) - PDF](#) 36
-

9. BOARD MEMBER REPORTS

- A. Arts Commission Update (Steve Nance) 37
[Arts Commission Update \(Steve Nance\) - PDF](#)
- B. Parking Advisory Board Update (Scott Hardy) 39 -
[Parking Advisory Board Update \(Scott Hardy\) - PDF](#) 49
[Employee Parking & Mobility Survey Results - PDF](#)
-

10. STAFF REPORTS

- A. Transportation & Mobility Director Report (Nicole VanNess) 51 -
[Transportation & Mobility Director Report \(Nicole VanNess\) - PDF](#) 53
- B. Communications & Outreach Director Report (Art Bukowski) 55
[Communications & Outreach Director Report \(Art Bukowski\) - PDF](#)
-

- C. Downtown Experience Coordinator Report (Abby Taylor) 57 -
[Downtown Experience Coordinator Report \(Abby Taylor\) - PDF](#) 58
-

11. RECEIVE AND FILE

- A. Arts Commission January 2023 Meeting Minutes 59 -
[January 18, 2023 Arts Commission Meeting Minutes - PDF](#) 60
- B. Arts Commission February Rotating Arts Subcommittee Meeting 61 -
Minutes 62
[February 8, 2023 Arts Commission Rotating Arts Subcommittee Meeting Minutes - PDF](#)
-

12. PUBLIC COMMENT

13. ADJOURNMENT