

**DOWNTOWN DEVELOPMENT AUTHORITY
LOWER BOARDMAN RIVER LEADERSHIP TEAM
Wednesday, November 28, 2018, 5:30 p.m.
400 Boardman Avenue, Lower Level Cafeteria
Traverse City, MI 49684
www.downtowntc.com**

Co-Chair Burkholder called the meeting to order at 5:34 p.m.

Present: Harry Burkholder, Elise Crafts, Christine Crissman, Jean Derenzy, Frank Dituri, Brett Fessell, Michele Howard, Jennifer Jay, Rick Korndorfer, Mike Vickery

Absent: Tim Ervin, Deni Scrudato, Russ Soyring

DDA Staff: Colleen Paveglio

1. Meeting Minutes: **The meeting minutes from November 20, 2018 were approved as presented upon motion by Jay, seconded by Howard. Motion carried unanimously.**
2. Update on Funding - Seeking \$40,000 and have \$20,000 secured
3. Review of Evaluations - Request for Qualifications
 - a. RFQ Interviews: December 5th - 9:00 am - 1:30 pm
 - b. Review of interview question topics
4. Public Comment
 - a. Tom Mair, 612 5th St., commented on the RFQ submissions and FishPass
 - b. Sue Torgerson, 967 Lake Ridge Drive, commented on prioritizing the plan and process
5. Leadership Team Comments
 - a. Dituri commented on access at to River at Housing Commission and 8th Street and West Front Street Bridge Project
 - i. Housing Commission Property: Publicly owned, but must seek permission for access due to regulations in place
6. Adjournment. The meeting officially adjourned at 6:52 p.m.

Respectfully submitted,

Colleen Pavaglio

The Traverse City Downtown Development Authority does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. The DDA CEO 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 DDA office.