



**Minutes of the  
Downtown Development Authority for the City of Traverse City  
Regular Meeting  
Friday, November 15, 2024**

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: Board Member Peter Kirkwood, Board Vice Chair Scott Hardy, Board Member Ed Slosky, Mayor Amy Shamroe, Board Member Shelley Spencer, Board Member Gary Howe, and Board Member Mike Powers

The following Board Members were absent: Board Member Jeff Joubran, Board Member Todd McMillen, and Board Member Hillary Ascroft

Chairperson Hardy presided at the meeting.

(a) **CALL TO ORDER**

Chair S. Hardy called the DDA Board of Directors meeting to order at 9am.

(b) **ROLL CALL**

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

(1) That the board approve the agenda as presented.

Moved by Ed Slosky, Seconded by Amy Shamroe

**Yes:** Peter Kirkwood, Scott Hardy, Ed Slosky, Amy Shamroe, Shelley Spencer, Gary Howe, and Mike Powers

**Absent:** Jeff Joubran, Todd McMillen, and Hillary Ascroft

**CARRIED. 7-0-3 on a recorded vote**

(d) **PUBLIC COMMENT**

The following addressed the board:  
Tim Werner

(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) Consideration of approving the minutes from the October 18, 2024 DDA Regular Board Meeting (approval recommended)
- (2) Consideration of approving the October Financial Reports and Disbursements for DDA General, Old Town TIF, TIF-97 and the Arts Commission (approval recommended)

That the board approve the Consent calendar as presented.

Moved by Amy Shamroe, Seconded by Peter Kirkwood

**Yes:** Peter Kirkwood, Scott Hardy, Ed Slosky, Amy Shamroe, Shelley Spencer, Gary Howe, and Mike Powers

**Absent:** Jeff Joubran, Todd McMillen, and Hillary Ascroft

**CARRIED. 7-0-3 on a recorded vote**

(f) **ITEMS REMOVED FROM CONSENT CALENDAR**

(g) **SPECIAL ORDER OF BUSINESS**

- (1) Introduction of Lauren Bohac, DDA Deputy Director

The following addressed the board:

Harry Burkholder

Lauren Bohac

- (2) Informational Bi-Annual Report to the Community (MCL 125.4910(4))

The following addressed the board:

Harry Burkholder

Scott Hardy

(h) **OLD BUSINESS**

**(1) Public Safety Video Surveillance System (Guest Chief Richmond)**

The following addressed the board:

Harry Burkholder  
Chief Matt Richmond  
Scott Hardy  
Amy Shamroe  
Pete Kirkwood  
Shelley Spencer  
Mike Powers  
Ed Slosky  
Gary Howe

**(2) Two-Way Pilot Project (Possible Action)**

The following addressed the board:

Harry Burkholder  
Scott Hardy  
Amy Shamroe  
Gary Howe  
Pete Kirkwood  
Ed Slosky  
Mike Powers

That the DDA Board approve to make a recommendation to the City Commission to extend the two-way circulation pilot project along State Street, Pine Street and Boardman Avenue for a period of two years.

Moved by Gary Howe, Seconded by Amy Shamroe

**Yes:** Peter Kirkwood, Ed Slosky, Amy Shamroe, Shelley Spencer, Gary Howe, and Mike Powers

**No:** Scott Hardy

**Absent:** Jeff Joubran, Todd McMillen, and Hillary Ascroft

**CARRIED. 6-1-3 on a recorded vote**

**(3) TIF-97 Budget Priorities**

The following addressed the board

Harry Burkholder

Lauren Bohac  
Pete Kirkwood  
Mike Powers  
Shelley Spencer  
Ed Slosky  
Scott Hardy  
Gary Howe  
Amy Shamroe

(i) **NEW BUSINESS**

(j) **EXECUTIVE DIRECTOR REPORT**

(1) Executive Director Report

The following addressed the board:  
Harry Burkholder

(k) **BOARD MEMBER REPORTS**

(l) **STAFF REPORTS**

(1) Director of Events and Public Engagement Report

The following addressed the board:  
Harry Burkholder

(m) **RECEIVE AND FILE**

(n) **PUBLIC COMMENT**

n/a

(o) **ADJOURNMENT**

Chair Hardy adjourned meeting qat 10:50am.

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Harry Burkholder, Executive Director