

**Minutes**  
**Traverse City Downtown Development Authority**  
**Regular Meeting**  
**October 18, 2019**  
Commission Chambers, Second Floor  
Governmental Center, 400 Boardman Avenue, Traverse City

Chair Bagdon-McCallum called the meeting to order at 8:00 a.m.

1. Roll Call

**Present:** Leah Bagdon-McCallum, Mayor Jim Carruthers, Steve Constantin, Bill Golden (departed 9:16 a.m.), Scott Hardy, Debbie Hershey, Jeff Joubbran, Pete Kirkwood, Gabe Schneider

**Absent:** Collette Champagne, T. Michael Jackson, Steve Nance

2. Consent Calendar. **Motion by Constantin, seconded by Schneider that the consent portion of the agenda be approved as amended with item F moved to 3A. Motion carried unanimously.**

- A. Approval of minutes of the Annual Meeting of September 20, 2019
- B. Approval of Claims
- C. Approval of Financial Reports and disbursements for DDA, TIF 97, and Old Town dated September 2019
- D. Community Police Report
- E. Pay Station Software Update
- F. Moved to Item 3A
- G. Transportation Demand Management New 3 Year Plan

3. CEO Report

- A. Ordinance Change to Include No Storage of Cars in Parking Garages
  - 1. Public Comment:
    - i. John Serratelli, 237 Midtown Drive, commented on parking for Midtown residents
    - ii. Doe Coe, 211 Midtown Drive, commented on parking for Midtown residents
  - 2. **Motion by Joubbran, seconded by Golden to table the agenda items and take back to the Parking Subcommittee for further review. Motion carried unanimously.**
- B. MDOT Agreement Release of TIF funds for Contract
  - 1. **Motion by Schneider, seconded by Hershey to approve the release \$30,000 from TIF 97 for the Traffic Signal Mast Arm Project for Downtown. Motion carried unanimously.**
- C. Strategic Plan and Mission/Vision Statements
  - 1. Comments regarding the Mission/Vision Statement were received
    - i. Measurable and time bound
    - ii. Adding the word Downtown
    - iii. Mission and vision should be aspirational

- iv. Goals should be measurable and time bound
2. Constantin and Kirkwood will work with staff to refine
3. Board to provide input relative to the Strategic Plan to revisit in November
- D. DDA District Expansion 8th Street
  1. Derenzy reviewed the expansion
  2. **Motion by Schneider, seconded by Hardy to table this agenda item for further discussion for an updated map to be provided at the November meeting. Motion carried unanimously.**
- E. DDA TIF 97 Draft Plan Amendment
  1. A presentation was provided by Derenzy
  2. Review of the Draft TIF 97 Plan

Golden departed at the meeting at this time

3. Public Comment
  - i. Don Coe, 211 Midtown Drive, commented on TIF 97 and funding for programs within the Downtown District.
4. Board Member Reports
  - A. Arts Commission
  - B. Farmers Market
  - C. Parking Subcommittee
  - D. Lower Boardman River
5. Staff Reports
  - A. Marketing/Communications
  - B. Parking Update
6. Receive & File
  - A. DTCA Minutes September 2019
  - B. Farmer's Market Advisory Committee Minutes for September 2019
  - C. Lower Boardman River Leadership Team Minutes for September 2019
  - D. Traverse City Arts Commission Minutes for September 2019
  - E. County Board resolution regarding TIF 97
7. Public Comment
  - A. John Serratelli, 237 Midtown Drive, commented on the FishPass project and the project serving as a sorting facility.
  - B. Hardy commented on neighborhood associations

Board entered in Closed Session

8. Adjournment. The meeting officially adjourned at 10:45 a.m.

