

Traverse City Downtown Development Authority Regular Meeting

Friday, October 20, 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. Interim 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. **RECOGNITION OF STEVE NANCE & RICHARD LEWIS**

4. **REVIEW AND APPROVAL OF AGENDA**

- A. Consideration of approving the agenda as presented.
-

5. **PUBLIC COMMENT**

6. **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 the minutes of the September 15, 2023 Downtown Development Authority Board of Directors meeting (Approval Recommended) (Jean Derenzy) 6 - 14

[Downtown Development Authority Regular Meeting - 15 Sep 2023 - Minutes - PDF](#)

- B. Consideration of approving financial reports and disbursements for DDA, TIF 97, Old Town TIF, Parking and Arts Commission for September 2023 (Approval Recommended) (Jean Derenzy) 15 - 25

[DDA General, TIF 97, Old Town TIF Combined Financials September 2023 - PDF](#)

[DDA General, TIF 97, Old Town TIF Combined Dashboards September 2023 - PDF](#)

[TC Parking Services Financials September 2023 - PDF](#)

[TC Arts Commission Financials September 2023 - PDF](#)

7.	ITEMS REMOVED FROM CONSENT CALENDAR	
8.	OLD BUSINESS	
A.	City of TC & DDA Service Agreement (Approval Recommended) (Jean Derenzy, Scott Howard) City of TC & DDA Services Agreement Memo (Jean Derenzy, Scott Howard) - PDF Services Agreement & Attachment A - PDF	26 - 32
9.	CEO REPORT	
A.	Moving Downtown Forward TIF Plan Schedule (Jean Derenzy) Moving Downtown Forward TIF Plan Memo (Jean Derenzy, Scott Howard) - PDF MDF Timetable and Milestones - PDF	33 - 35
B.	Infrastructure Projects Update (Jean Derenzy) Project & Program Overview (Jean Derenzy) - PDF Project Implementation Schedule - PDF	36 - 38
10.	BOARD MEMBER REPORTS	
A.	Arts Commission Update (Todd McMillen) Art Commission Update (Todd McMillen) - PDF	39
B.	Mobility & Parking Advisory Board Update (Scott Hardy) (Verbal Update)	
11.	STAFF REPORTS	
A.	COO Report (Harry Burkholder) COO Report (Harry Burkholder) - PDF	40
B.	Transportation Mobility Director Report (Nicole VanNess) Transportation Mobility Director Report (Nicole VanNess) - PDF Parking Access and Revenue Control Systems Report (Nicole VanNess) - PDF	41 - 44
C.	Downtown Experience Coordinator Report (Abby Seitter) Downtown Experience Coordinator Report (Abby Seitter) - PDF	45 - 46
12.	RECEIVE AND FILE	
A.	DTCA August 2023 Meeting Minutes August 10, 2023 DTCA Board Meeting Minutes - PDF	47 - 48
13.	PUBLIC COMMENT	

14. ADJOURNMENT