



**Minutes of the
Downtown Development Authority for the City of Traverse City
Regular Meeting
Friday, October 20, 2023**

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: Chairperson Gabe Schneider, Board Member Steve Nance, Board Member Peter Kirkwood, Board Vice Chair Scott Hardy, Board Member Jeff Joubran, Mayor Richard Lewis, Board Member Pam Marsh, Board Member Pam DeMerle, Board Member Todd McMillen, Board Member Katy Bertodatto, Board Member Michael Brodsky, and Board Member Ed Slosky

The following Board Members were absent: None

Chairperson Schneider presided at the meeting.

(a) **CALL TO ORDER**

Chairperson Schneider called the meeting to order at 9:00AM.

(b) **ROLL CALL**

(c) **RECOGNITION OF STEVE NANCE & RICHARD LEWIS**

(1)

The Following Addressed the Board:

Gabe Schneider

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

- (1) Consideration of approving the agenda as presented.
Approval of the agenda as presented.

Moved by Ed Slosky, Seconded by Scott Hardy

Yes: Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy, Jeff Joubran, Richard Lewis, Pam Marsh, Pam DeMerle, Todd McMillen, Katy Bertodatto, Michael Brodsky, and Ed Slosky

Absent: None

CARRIED. 12-0-0 on a recorded vote

(e) **PUBLIC COMMENT**

No Public Comment.

(f) **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) Approval of the minutes of the September 15, 2023 Downtown Development Authority Board of Directors meeting (Approval Recommended) (Jean Derenzy)
- (2) 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)

That the DDA Board approve the consent calendar as presented.

Moved by Steve Nance, Seconded by Pam Marsh

Yes: Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy, Jeff Joubran, Richard Lewis, Pam Marsh, Pam DeMerle, Todd McMillen, Katy Bertodatto, Michael Brodsky, and Ed Slosky

Absent: None

CARRIED. 12-0-0 on a recorded vote

(g) **OLD BUSINESS**

- (1) City of TC & DDA Service Agreement (Approval Recommended) (Jean Derenzy, Scott Howard)

The Following Addressed the Board:

Jean Derenzy, DDA CEO
Richard Lewis

Gabe Schneider
Pam Marsh
Steve Nance
Michael Brodsky
Pete Kirkwood
Scott Hardy
Katy Bertodatto
Ed Slosky

That the DDA approve the Services Agreement between City of Traverse City and DDA for \$630,000 the first year and a 1.5% inflationary cost increase each subsequent year, subject to approval as to substance by the DDA CEO and as to form by the DDA Attorney.

Moved by Peter Kirkwood, Seconded by Katy Bertodatto

Yes: Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy, Jeff Joubbran, Richard Lewis, Pam Marsh, Pam DeMerle, Todd McMillen, Katy Bertodatto, Michael Brodsky, and Ed Slosky

Absent: None

CARRIED. 12-0-0 on a recorded vote

(h) **CEO REPORT**

(1) Moving Downtown Forward TIF Plan Schedule (Jean Derenzy)

The Following Addressed the Board:

Jean Derenzy, DDA CEO
Pete Kirkwood
Katy Bertodatto
Pam Marsh
Scott Hardy
Steve Nance
Richard Lewis
Gabe Schneider

(2) Infrastructure Projects Update (Jean Derenzy)

The Following Addressed the Board:

Jean Derenzy, DDA CEO
Gabe Schneider
Pete Kirkwood
Steve Nance

Pam Marsh
Katy Bertodatto
Todd McMillen
Ed Slosky
Richard Lewis
Pam DeMerle
Scott Hardy

(i) **BOARD MEMBER REPORTS**

(1) Arts Commission Update (Todd McMillen)

The Following Addressed the Board:

Todd McMillen
Pam DeMerle
Steve Nance
Pam Marsh
Harry Burkholder
Katy Bertodatto

Jeff Joubran left the meeting at 9:58am.

(2) Mobility & Parking Advisory Board Update (Scott Hardy) (Verbal Update)

The Following Addressed the Board:

Scott Hardy
Pam Marsh
Nicole VanNess
Katy Bertodatto

(j) **STAFF REPORTS**

(1) COO Report (Harry Burkholder)

The Following Addressed the Board:

Harry Burkholder
Pete Kirkwood
Steve Nance

(2) Transportation Mobility Director Report (Nicole VanNess)

The Following Addressed the Board:

Nicole VanNess

(3) Downtown Experience Coordinator Report (Abby Seitter)

(k) **RECEIVE AND FILE**

(1) DTCA August 2023 Meeting Minutes

(l) **PUBLIC COMMENT**

The Following Addressed the Board:

Richard Lewis

Steve Nance

Pam Marsh

(m) **ADJOURNMENT**

(1) Motion to adjourn the meeting.
That the DDA board adjourn the meeting at 10:15AM.

Moved by Steve Nance, Seconded by Scott Hardy

Yes: Gabe Schneider, Steve Nance, Peter Kirkwood, Scott Hardy,
Richard Lewis, Pam Marsh, Pam DeMerle, Todd McMillen, Katy
Bertodatto, Michael Brodsky, and Ed Slosky

Absent: None

CARRIED. 11-0-0 on a recorded vote

Jean Derenzy, Traverse City DDA
CEO