



**Minutes of the
Downtown Development Authority for the City of Traverse City
Regular Meeting
December 20, 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 Jeff Joubran, Board Member Todd McMillen, Board Member Ed Slosky, Board Member Hillary Ascroft, Mayor Amy Shamroe, Board Member Shelley Spencer, Board Member Gary Howe, and Board Member Mike Powers

The following Board Members were absent: None

Chairperson Hardy presided at the meeting.

(a) **CALL TO ORDER**

The meeting was called to order by Chair Hardy at 9:00am.

(b) **ROLL CALL**

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

(1) That the DDA Board approve the Agenda as presented:

Moved by Jeff Joubran, Seconded by Hillary Ascroft

Yes: Peter Kirkwood, Scott Hardy, Jeff Joubran, Todd McMillen, Ed Slosky, Hillary Ascroft, Amy Shamroe, Shelley Spencer, Gary Howe, and Mike Powers

Absent: None

CARRIED. 10-0-0 on a recorded vote

(d) **PUBLIC COMMENT**

The following addressed the board:

Fred Bimber

(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 November 9, 2024 DDA Ad Hoc Committee Meeting (approval recommended)
- (2) Consideration of approving the minutes from the November 15, 2024 DDA Regular Board Meeting (approval recommended)
- (3) Consideration of approving the minutes from the December 13, 2024 DDA Ad Hoc Committee meeting (approval recommended)
- (4) Consideration of approving the November Financial Reports and Disbursements for DDA General, Old Town TIF, TIF-97 and the Arts Commission (approval recommended)

That the DDA board approve the Consent Calendar as presented.

Moved by Amy Shamroe, Seconded by Jeff Joubran

Yes: Peter Kirkwood, Scott Hardy, Jeff Joubran, Todd McMillen, Ed Slosky, Hillary Ascroft, Amy Shamroe, Shelley Spencer, Gary Howe, and Mike Powers

Absent: None

CARRIED. 10-0-0 on a recorded vote

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

(g) **OLD BUSINESS**

- (1) TIF-97 Budget Priorities

The following addressed the board:
Harry Burkholder

(h) **NEW BUSINESS**

- (1) Rotary Square Presentation

The following addressed the board:
Harry Burkholder
Jason Ball
Todd Meyer

Amy Shamroe
Scott Hardy

*Jeff Joubran & Todd McMillen left board meeting

(i) **EXECUTIVE DIRECTOR REPORT**

(1) Executive Director Report

The following addressed the board:
Harry Burkholder

(j) **BOARD MEMBER REPORTS**

(1) Arts Commission Report

The following addressed the board:
Harry Burkholder
Todd McMillen

* Pete Kirkwood left meeting

(k) **STAFF REPORTS**

(1) Director of Events and Engagement Report

The following addressed the board:
Harry Burkholder
Ed Slosky
Amy Shamroe
Gary Howe

(l) **RECEIVE AND FILE**

(1) Received Items

The following addressed the board:
Ed Slosky
Mike Powers
Hillary Ascroft
Scott Hardy

(m) **PUBLIC COMMENT**

n/a

(n) **ADJOURNMENT**

The meeting was adjourned by Chair Hardy at 10:30am.

Harry Burkholder, Executive Director