

Traverse City Downtown Development Authority Regular Meeting

Friday, January 19, 2024

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. Chet Janik, 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

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1. CALL TO ORDER

2. ROLL CALL

3. REVIEW AND APPROVAL OF AGENDA

- A. Consideration of approving the agenda as presented (approval recommended)
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4. PUBLIC COMMENT

5. 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. Consideration of approving the minutes of the Regular Meeting of December 15, 2023 (approval recommended) 5 - 8
[December 15, 2023 Downtown Development Authority Regular Meeting Minutes - PDF](#)
- B. Consideration of approving the December 2023 Financial Reports and disbursements for the DDA, TIF-97, Old Town TIF, Parking Services and Arts Commission (approval recommended) 9 - 19
[DDA General, TIF 97 and Old Town TIF December 2023 Financials - PDF](#)
[TC Arts Commission December 2023 Financials - PDF](#)
[TC Parking Services December 2023 Financials - PDF](#)
[DDA General, TIF 97 and Old Town TIF Dashboard - PDF](#)
- C. Consideration of approving an audit of the DTCA Books and DDA/DTCA Activities (approval recommended by Finance Committee) 20
[Audit of DTCA Accounts Memo \(Finance Committee\) - PDF](#)
-

D.	Annual Treasury Report TIF 97 Annual Report - PDF Old Town Annual Report - PDF	21 - 24
E.	Purchase of Bus Wraps (approval recommended by Finance Committee) Purchase of Bus Wraps Memo (Finance Committee) - PDF	25
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6.	ITEMS REMOVED FROM CONSENT CALENDAR	
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7.	SPECIAL ORDER OF BUSINESS	
A.	Greenlight Overview of Marketing/Communications for the Grandview Parkway Project Greenlight Overview Memo (Burkholder) - PDF	26
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8.	OLD BUSINESS	
A.	Moving Downtown Forward TIF Plan Update Moving Downtown Forward TIF Plan Update Memo (Derenzy & Howard) - PDF Moving Downtown Forward TIF Plan Timetable and Milestone Sheet - PDF TIF By The Numbers One Pager - PDF What is TIF? One Pager - PDF What Is The MDF Plan? One Pager - PDF	27 - 31
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9.	NEW BUSINESS	
A.	Consideration of entering into a contract with SEEDS for Composting Services Composting Initiative Memo (Burkholder) - PDF SEEDS Proposal & Contract - PDF	32 - 40
B.	Governance Committee (potential recommended action from Governance Committee)	
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10.	CEO REPORT	
A.	Project Dashboard Project Summary (Derenzy) - PDF	41 - 42
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11.	STAFF REPORTS	
A.	COO Report (Burkholder) COO Report (Burkholder) - PDF	43
B.	Transportation Mobility Director (VanNess)	44 -

Parking Services Report (VanNess) 01.2024	99
2023-1055 Traverse City Larry C Hardy PS Evaluation Report Final	
2023-1055 Traverse City Old Town PS Evaluation Report Final	

12. BOARD MEMBER REPORTS

A. Arts Commission	100
Art Commission Board Report Memo (McMillen) - PDF	

13. RECEIVE AND FILE

14. PUBLIC COMMENT

15. ADJOURNMENT