



**Minutes of the
Downtown Development Authority for the City of Traverse City
Regular Meeting
Friday, December 15, 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 Vice Chair Scott Hardy, Board Member Jeff Joubran, Board Member Pam DeMerle, Board Member Katy Bertodatto, Board Member Michael Brodsky, Board Member Ed Slosky, Board Member Hillary Ascroft, and Mayor Amy Shamroe

The following Board Members were absent: Board Member Peter Kirkwood and Board Member Todd McMillen

Chairperson Schneider presided at the meeting.

(a) **CALL TO ORDER**

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

(b) **ROLL CALL**

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

(1) Consideration of approving the agenda as presented (approval).

That the Board approved the agenda as presented.

Moved by Jeff Joubran, Seconded by Katy Bertodatto

Yes: Gabe Schneider, Scott Hardy, Jeff Joubran, Pam DeMerle, Katy Bertodatto, Michael Brodsky, Ed Slosky, Hillary Ascroft, and Amy Shamroe

Absent: Peter Kirkwood and Todd McMillen

CARRIED. 9-0-2 on a recorded vote

(d) **PUBLIC COMMENT**

(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 minutes for the Regular Meeting of November 17, 2023 (approval recommended).
- (2) Consideration of approving the November 2023 Financial Reports and disbursements for the DDA, TIF-97, Old Town TIF, Parking and the Arts Commission (approval recommended).
- (3) Consideration of approving the November 20, 2023 DDA Governing Meeting Minutes (approval recommended).
that the Board approve the consent calendar as presented.

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

(g) **SPECIAL ORDER OF BUSINESS**

- (1) Introduction of Liz Petrella - Direction of Administration and Outreach

The following addressed the Board:
Gabe Schneider, Chairperson
Liz Petrella, DDA Director of Administration

(h) **OLD BUSINESS**

- (1) TIF-97 Amendment - Moving Downtown Forward TIF Plan

The following address the Board:
Jean Derenzy, DDA CEO
Scott Hardy
Gabe Schneider
Amy Shamroe
Ed Solasky
That they DDA Board

Moved by Amy Shamroe, Seconded by Katy Bertodatto

Yes: Gabe Schneider, Scott Hardy, Jeff Joubran, Pam DeMerle, Katy Bertodatto, Michael Brodsky, Ed Slosky, Hillary Ascroft, and Amy Shamroe
Absent: Peter Kirkwood and Todd McMillen

CARRIED. 9-0-2 on a recorded vote

(i) **NEW BUSINESS**

- (1) Appointment of three DDA Board Members to the Development Area Citizen Council Ad Hoc Interview Committee.

The following addressed the Board:

That the Board appoint Solosky and Hardy Development Area Citizens Council Ad Hoc Committee.

- (2) Communications from the Board Chair

Schneider asked the Board consider appointing to the Mobility & Parking Advisory committee Todd McMillan to fill the vacancy opened by Pam Marsh.

The following addressed the Board:
Gabe Schneider

That the Board approve

(j) **CEO REPORT**

- (1) Project Update

Jean provided an overview the the project memo from the packet.

The following addressed the Board:
Jean Derenzy

(k) **STAFF REPORTS**

- (1) COO Report

The following addressed the Board:
Harry Burkholder, COO

- (2) Transportation and Mobility Director Report

The following addressed the Board:
Nicole VanNess, Transportation Mobility Director

Scott Hardy
Gabe Schneider

(3) Downtown Experience Coordinator Report

The following addressed the Board:
Abby Seitter, Downtown Experience Coordinator

(l) **BOARD MEMBER REPORTS**

(1) Mobility and Parking Advisory Committee

(2) Arts Commission

(m) **RECEIVE AND FILE**

(1) November 15, 2023 Arts Commission Meeting Minutes

(n) **PUBLIC COMMENT**

No public comment.

Board Member Comment:
Ed Solosky

(o) **ADJOURNMENT**

Chairperson Schneider adjourned the meeting at 10:13 AM

Jean Derenzy, Traverse City DDA
CEO