

Traverse City Downtown Development Authority Regular Meeting

Friday, February 16, 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. 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. REVIEW AND APPROVAL OF AGENDA	
4. PUBLIC COMMENT	
5. CONSENT CALENDAR <i>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.</i>	
A. Consideration of approving the minutes of the January 19, 2024 Regular Meeting (approval recommended) January 19, 2024 Downtown Development Authority Regular Meeting Minutes - PDF	5 - 9
B. Consideration of approving the January 2023 Financial Reports and disbursements for the DDA, TIF-97, Old Town TIF, Parking Services and Arts Commission (approval recommended) DDA General, TIF 97 and Old Town TIF January 2024 Financials Report - PDF DDA General, TIF 97 and Old Town TIF January 2024 Financial Dashboard- PDF Parking Services January 2024 Financials - PDF Arts Commission January 2024 Financials - PDF	10 - 20
6. ITEMS REMOVED FROM CONSENT CALENDAR	
7. SPECIAL ORDER OF BUSINESS	

A.	Overview of the West End Mixed-Use Development Project (Presentation)	21 - 43
	Mixed Use Development Project Memo (Derenzy) - PDF	
	PowerPoint Presentation Memo - PDF	
	West End Mixed-Use Development Presentation - PDF	
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8.	OLD BUSINESS	
A.	Governance Committee Report on CEO Search	44 - 95
	Governance Committee Request Memo - PDF	
	Double Haul Solutions TC DDA Proposal - PDF	
	Amy Cell LLC TC DDA Proposal - PDF	
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9.	NEW BUSINESS	
A.	Committee Appointments	96
	Committee Appointment Considerations Memo (Derenzy) - PDF	
B.	Parking Structure Restoration Contract (approval recommended)	97 - 99
	Parking Structure Restoration Repairs Memo - PDF	
	Restore Consulting Award Recommendation Memo - PDF	
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10.	CEO REPORT	
A.	Project Update	100 - 101
	Project Update Memo (Derenzy) - PDF	
B.	2024 - 2025 Budget	102
	2024 - 2025 Budget Timeline Memo (Derenzy) - PDF	
C.	Moving Downtown Forward Update	103 - 105
	Moving Downtown Forward Update Memo (Derenzy) - PDF	
	TIF Email - PDF	
	MDF Timetable and Milestone Sheet - PDF	
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11.	COO REPORT	
A.	COO Report	106
	COO Report (Burkholder) - PDF	
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12.	BOARD MEMBER REPORTS	
A.	Mobility & Parking Advisory Board	107
	Mobility & Parking Advisory Board Update (Bertodatto) - PDF	
B.	Arts Commission	108
	Art Commission Board Update (McMillen) - PDF	
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13. STAFF REPORTS

- A. Transportation Mobility Director (VanNess) 109 -
[Parking Services Report \(VanNess\) - Memo](#) 110
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14. RECEIVE AND FILE

- A. January 2024 DTCA Board Meeting Minutes - PDF 111 -
[January 22, 2024 DTCA Meeting Minutes - PDF](#) 112
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15. PUBLIC COMMENT

16. ADJOURNMENT