

Traverse City Downtown Development Authority Regular Meeting

Friday, March 15, 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 Harry Burkholder, Interim 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. SPECIAL ORDER OF BUSINESS

- A. Introduction of New Board Members - Gary Howe, Mike Powers and Shelley Spencer
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4. REVIEW AND APPROVAL OF AGENDA

5. PUBLIC COMMENT

6. 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 from the February 7, 2024 Development Area Citizens Council Meeting (approval recommended) 5 - 7
[February 7, 2025 Development Area Citizens Council Meeting Minutes - PDF](#)
- B. Consideration of approving the minutes from the March 28, 2024 Development Area Citizens Council (approval recommended) 8 - 10
[February 28, 2024 Development Area Citizens Council Meeting Minutes - PDF](#)
- C. Consideration of approving the minutes from the February 16, 2024 Regular Meeting (approval recommended) 11 - 15
[February 16, 2024 Downtown Development Authority Regular Meeting Minutes - PDF](#)
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D.	Consideration of approving the February 2024 Financial Reports and disbursements for the DDA, TIF-97, Old Town TIF, Parking Services and the Arts Commission TC Parking Services February 2024 Financials - PDF Arts Commission February 2024 Financials - PDF DDA General, TIF 97 and Old Town TIF February 2024 Financials Report - PDF Financials Combined DDA General, TIOF 97, and Old Town TIF February 2024 Financials Dashboard - PDF	16 - 26
E.	Consideration of approving an amendment to the parking area lease for lot X (approval recommended) Lot X First Amendment Parking Area Lease - Memo	27
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7. ITEMS REMOVED FROM CONSENT CALENDAR		
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8. OLD BUSINESS		
A.	Moving Downtown Forward TIF (motion requested) Moving Downtown Forward TIF Plan Memo (Burkholder) - PDF Amended Moving Downtown Forward TIF Plan Final Draft - PDF Amended Moving Downtown Forward TIF Plan Final Draft Attachments - PDF	28 - 69
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9. NEW BUSINESS		
A.	2024 - 2025 Preliminary Draft Budget Discussion 2024 -2025 Preliminary Draft Budget Memo (Burkholder) - PDF	70 - 74
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10. INTERIM CEO REPORT		
A.	Project Updates Project Update Memo (Burkholder) - PDF	75 - 77
B.	Committee Appointments Committee Appointment Consideration Memo (Burkholder) - PDF	78
C.	Introduction of Sara Klebba - Director of Events Welcome Sara Klebba Memo (Burkholder) - PDF	79
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11. BOARD MEMBER REPORTS		
A.	Arts Commission Art Commission Board Update (McMillen) - PDF	80
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12. STAFF REPORTS		
A.	Transportation and Mobility Director (VanNess)	81 -

13. RECEIVE AND FILE

- A. February 21, 2024 Arts Commission Meeting Minutes 84 -
[February 21, 2014 Arts Commission Meeting Minutes - PDF](#) 85

14. PUBLIC COMMENT

15. ADJOURNMENT