



**Minutes of the
Downtown Development Authority for the City of Traverse City
Regular Meeting
Friday, February 21, 2025**

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 Vice Chair Scott Hardy, Board Member Todd McMillen, Board Member Ed Slosky, Board Member Hillary Ascroft, Board Member Shelley Spencer, Board Member Gary Howe, and Board Member Mike Powers

The following Board Members were absent: Board Member Peter Kirkwood, Board Member Jeff Joubran, and Mayor Amy Shamroe

Chairperson Hardy presided at the meeting.

(a) **CALL TO ORDER**

The meeting was called to order by Chair Hardy at 9:01am.

(b) **ROLL CALL**

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

(1) That the Board approve the Agenda as presented.

Moved by Ed Slosky, Seconded by Gary Howe

Yes: Scott Hardy, Todd McMillen, Ed Slosky, Hillary Ascroft, Shelley Spencer, Gary Howe, and Mike Powers

Absent: Peter Kirkwood, Jeff Joubran, and Amy Shamroe

CARRIED. 7-0-3 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 approving the minutes from the January 17, 2025 DDA Regular Board Meeting (approval recommended).
- (2) Consideration of approving the January 2025 Financial Reports and Disbursements for the DDA General, Old Town TIF and TIF-97 (approval recommended)

That the Board approve the Consent Calendar as presented.

Moved by Todd McMillen, Seconded by Hillary Ascroft

Yes: Scott Hardy, Todd McMillen, Ed Slosky, Hillary Ascroft, Shelley Spencer, Gary Howe, and Mike Powers

Absent: Peter Kirkwood, Jeff Joubran, and Amy Shamroe

CARRIED. 7-0-3 on a recorded vote

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

(g) **SPECIAL ORDER OF BUSINESS**

- (1) Presentation from Community Police Officer - Officer Culver

The following addressed the board:

Harry Burkholder
Officer Jon Culver
Shelley Spencer
Ed Slosky
Scott Hardy

(h) **OLD BUSINESS**

- (1) Hannah Park Overlook (approval recommended)

The following addressed the board:

Harry Burkholder
Scott Hardy
Mike Powers
Ed Slosky
Hillary Ascroft

That the DDA Board approve an increase to the 2024/2025 Old Town TIF Budget for the Hannah Park Overlook to \$109,000 and furthermore; that up to an additional \$4,000 from the Old Town TIF budget be allocated for the on-going, as needed, construction monitoring of the Hannah Park Overlook in partnership with the City of Traverse City.

Moved by Ed Slosky, Seconded by Todd McMillen

Yes: Scott Hardy, Todd McMillen, Ed Slosky, Hillary Ascroft, Shelley Spencer, Gary Howe, and Mike Powers

Absent: Peter Kirkwood, Jeff Joubran, and Amy Shamroe

CARRIED. 7-0-3 on a recorded vote

(2) Lower Boardman/Ottaway Riverwalk Design and Engineering Services

The following addressed the board:

Harry Burkholder

Scott Hardy

Mike Powers

Gary Howe

Ed Slosky

That the DDA Board enter into contract with INFORM Studio for a not-to-exceed cost of \$486,419.50 for Schematic Design and Design Development Services related to the Lower Boardman/Ottaway Riverwalk Phase 1-A, subject to approval as to its form by the DDA Executive Director and Attorney.

Moved by Gary Howe, Seconded by Hillary Ascroft

Yes: Scott Hardy, Todd McMillen, Ed Slosky, Hillary Ascroft, Shelley Spencer, Gary Howe, and Mike Powers

Absent: Peter Kirkwood, Jeff Joubran, and Amy Shamroe

CARRIED. 7-0-3 on a recorded vote

(i) **NEW BUSINESS**

(1) Old Town TIF Strategic Capital Improvement Priorities

The following addressed the board:

Harry Burkholder

Gary Howe

Todd McMillan

Ed Slosky

Scott Hardy

(2) 2025 - 2026 Budget

The following addressed the board:

Harry Burkholder

Ed Slosky

Scott Hardy

(j) **EXECUTIVE DIRECTOR REPORT**

(1) Executive Director Report

The following addressed the board:

Harry Burkholder

Scott Hardy

Gary Howe

Ross Hammersley

(k) **BOARD MEMBER REPORTS**

(1) Arts Commission Report

The following addressed the board:

Harry Burkholder

Gary Howe

Hillary Ascroft

(l) **STAFF REPORTS**

(1) Director of Events and Engagement Report

The following addressed the board:

Sara Klebba

Gary Howe

Scott Hardy

(m) **RECEIVE AND FILE**

The following addressed the board:

Harry Burkholder

Scott Hardy

Ed Slosky

(1) Scott Hardy Resignation Letter

(n) **PUBLIC COMMENT**

The following addressed the board:

Fred Bimber
Ed Slosky
Gary Howe
Todd McMillan
Mike Powers

(o) **ADJOURNMENT**

The meeting was adjourned by Chair Hardy at 10:16am

Harry Burkholder, Interim Traverse
City DDA CEO

Harry Burkholder, Executive Director