

**DOWNTOWN DEVELOPMENT AUTHORITY AGENDA**  
**Friday, November 16, 2018, 8:00 a.m.**  
**Commission Chambers, Second Floor**  
**Governmental Center, 400 Boardman Avenue, Traverse City**  
[www.downtowntc.com](http://www.downtowntc.com)

Information and minutes are available from the DDA CEO, 303 East State Street, Suite C, Traverse City, MI 49684, (231) 922-2050. If you are planning to attend the meeting and are handicapped requiring special assistance; please notify the DDA CEO as soon as possible. Any interested person or group may address the DDA Board on any agenda item when recognized by the presiding officer or upon request of any DDA Board member. Also, any interested person or group may address the DDA Board on any matter concerning the DDA not on the Agenda during the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding officer, subject to appeal by the DDA Board.

1. Roll Call
  
2. Consent Calendar - The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Board motion without discussion. Any member of the board, staff, or public may ask that any item on the consent calendar be removed therefrom and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected.
  - A. Consideration of minutes for the Regular Meeting of October 19, 2018 (approval recommended) (Pages 1-3)
  - B. Consideration of approving Financial Reports and disbursements for DDA, TIF 97, and Old Town TIF for October, 2018 and Financial Reports for Traverse City Parking Services. (approval recommended) (Pages 4-19)
  
3. CEO Report
  - A. Leadership Training Date (Pages 20-21)
  - B. TC Arts Commission Request for Support (Pages 22-24)
  - C. Hardy Garage Encroachment Agreement (Pages 25-27)
  - D. Work Plan Update (Pages 28-35)
  
4. Board Member Reports
  - A. Arts Commission (Hershey) (Verbal)
  - B. Farmers Market (Hardy) (Verbal)
  - C. Lower Boardman River Leadership Team (Burkholder) (Verbal) *Reminder November 20, 2018 @ City Opera House meeting with Great Lakes Fisheries Commission 12:30 – 2:00pm*
  
5. Staff Reports:
  - A. Parking Update (Pages 36-37)
  - B. Marketing / Communications (Pages 38-48)

Old Business

6. Receive and File:
  - A. DTCA Minutes (Pages 49-50)

- B. Farmer's Market Advisory Committee (Pages 51-52)
- C. Lower Boardman River Leadership Team (Pages 53-54)
- D. Old Town TIF – No Capture for Library (Page 55)

## 7. Public Comment

## 8. Adjournment

The Traverse City Downtown Development Authority does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. The DDA CEO 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 DDA office.