

**Minutes**  
**Traverse City Downtown Development Authority**  
**Regular Meeting**  
**October 18, 2019**  
Commission Chambers, Second Floor  
Governmental Center, 400 Boardman Avenue, Traverse City

Chair Bagdon-McCallum called the meeting to order at 8:00 a.m.

1. Roll Call

**Present:** Leah Bagdon-McCallum, Mayor Jim Carruthers, Steve Constantin, Bill Golden (departed 9:16 a.m.), Scott Hardy, Debbie Hershey, Jeff Joubran, Pete Kirkwood, Gabe Schneider

**Absent:** Collette Champagne, T. Michael Jackson, Steve Nance

2. Consent Calendar. **Motion by Constantin, seconded by Schneider that the consent portion of the agenda be approved as amended with item F moved to 3A. Motion carried unanimously.**

- A. Approval of minutes of the Annual Meeting of September 20, 2019
- B. Approval of Claims
- C. Approval of Financial Reports and disbursements for DDA, TIF 97, and Old Town dated September 2019
- D. Community Police Report
- E. Pay Station Software Update
- F. Moved to Item 3A
- G. Transportation Demand Management New 3 Year Plan

3. CEO Report

- A. Ordinance Change to Include No Storage of Cars in Parking Garages
  - 1. Public Comment:
    - i. John Serratelli, 237 Midtown Drive, commented on parking for Midtown residents
    - ii. Doe Coe, 211 Midtown Drive, commented on parking for Midtown residents
  - 2. **Motion by Joubran, seconded by Golden to table the agenda items and take back to the Parking Subcommittee for further review. Motion carried unanimously.**
- B. MDOT Agreement Release of TIF funds for Contract
  - 1. **Motion by Schneider, seconded by Hershey to approve the release \$30,000 from TIF 97 for the Traffic Signal Mast Arm Project for Downtown. Motion carried unanimously.**
- C. Strategic Plan and Mission/Vision Statements
  - 1. Comments regarding the Mission/Vision Statement were received
    - i. Measurable and time bound
    - ii. Adding the word Downtown
    - iii. Mission and vision should be aspirational

- iv. Goals should be measurable and time bound
- 2. Constantin and Kirkwood will work with staff to refine
- 3. Board to provide input relative to the Strategic Plan to revisit in November
- D. DDA District Expansion 8th Street
  - 1. Derenzy reviewed the expansion
  - 2. **Motion by Schneider, seconded by Hardy to table this agenda item for further discussion for an updated map to be provided at the November meeting. Motion carried unanimously.**
- E. DDA TIF 97 Draft Plan Amendment
  - 1. A presentation was provided by Derenzy
  - 2. Review of the Draft TIF 97 Plan

Golden departed at the meeting at this time

- 3. Public Comment
  - i. Don Coe, 211 Midtown Drive, commented on TIF 97 and funding for programs within the Downtown District.
- 4. Board Member Reports
  - A. Arts Commission
  - B. Farmers Market
  - C. Parking Subcommittee
  - D. Lower Boardman River
- 5. Staff Reports
  - A. Marketing/Communications
  - B. Parking Update
- 6. Receive & File
  - A. DTCA Minutes September 2019
  - B. Farmer's Market Advisory Committee Minutes for September 2019
  - C. Lower Boardman River Leadership Team Minutes for September 2019
  - D. Traverse City Arts Commission Minutes for September 2019
  - E. County Board resolution regarding TIF 97
- 7. Public Comment
  - A. John Serratelli, 237 Midtown Drive, commented on the FishPass project and the project serving as a sorting facility.
  - B. Hardy commented on neighborhood associations

Board entered in Closed Session

- 8. Adjournment. The meeting officially adjourned at 10:45 a.m.

