

Minutes
Traverse City Downtown Development Authority
Regular Meeting
December 15, 2017
Commission Chambers, Second Floor
Governmental Center, 400 Boardman Avenue, Traverse City

Bill Golden called the meeting to order at 8:00 a.m.

1. Roll Call

Present: Leah Bagdon-McCallum, Allison Beers, Harry Burkholder, Collette Champagne (arrived at 8:05 a.m.), Mayor Jim Carruthers, Steve Constantin, Bill Golden, Scott Hardy, Debbie Hershey, T. Michael Jackson, Jeff Joubran, Gabe Schneider (arrived at 8:07 a.m.)

Absent: N/A

2. Consent Calendar. **Motion by Constantin, seconded by Beers that the consent portion of the agenda be approved and agenda items be amended. Motion carried unanimously.**
- a. **Approval of minutes of the minutes of the Joint Meeting (with City Commission) on November 13, 2018, and the Regular Meeting of November 17, 2017.**
 - b. **Approval of Financial Reports and disbursements for DDA, TIF 2, TIF 97, and Old Town TIF dated November 30, 2017.**
 - c. **Approval that the DDA Board of Directors authorize a two-year agreement with SEEDS to manage the Sara Hardy Farmers Market, as detailed in the December 11, 2017 memorandum from Communications and Projects Coordinator Nick Viox dated November 13, 2017.**

Champagne arrived at this point in the meeting

3. Chairperson's Report

- a. Community Development Report
- b. Consideration of designating Marketing & Deputy Director Colleen Paveglio as Acting Director and authorizing her to do banking on behalf of the Downtown Development Authority.
 - i. **Motion by Bagdon-McCallum, seconded by Beers that the DDA Board of Directors to designate Colleen Paveglio, Marketing and Deputy Director as Acting Director and, further, authorizing her to do banking**

**on behalf of the Downtown Development Authority. Motion carried
unanimously.**

Schneider arrived at this point in the meeting

4. Executive Director's Report
 - a. Presentation on the Fish Passage
 - b. Presentation by the Uptown Riverwalk by Gourdie Frasier
 - c. Strategic Planning Update by Tim Ervin
 - d. Presentation on Transportation Demand Management Study by Executive Director Rob Bacigalupi
 - e. Comments or Questions regarding Written Reports
5. Public Comment
 - a. Sarna Salzman, SEEDS, addressed the Board regarding the Sara Hardy Downtown Farmers Market
6. Adjournment. The meeting officially adjourned at 9:35 a.m.

Respectfully submitted,

Colleen Paveglio
Marketing & Deputy Director