

Minutes
Traverse City Downtown Development Authority
Regular Meeting
January 20, 2017
Commission Chambers, Second Floor
Governmental Center, 400 Boardman Avenue, Traverse City

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

1. Roll Call

Present: Leah Bagdon-McCallum, Allison Beers, Harry Burkholder, Steve Constantin, Mayor Jim Carruthers, Bill Golden, Scott Hardy, Debbie Hershey, T. Michael Jackson, Jeff Joubran, Chuck Judson , Gabe Schneider

Absent: N/A

2. Consent Calendar. **Motion by Constantin, seconded by Beers that the consent portion of the agenda be approved as presented. Motion carried unanimously.**

- a. **Approval of minutes of the Regular Meeting of November 18th, 2016.**
- b. **Approval of Financial Reports and disbursements for DDA, TIF 2 and TIF 97 dated November 30th and December 31st, 2016 and Traverse City Parking System Financial Reports for October 31st and November 30, 2016.**
- c. **Renewal of Resolution Authorizing Executive Director to do banking on behalf of the Downtown Development Authority.**
 - i. **Approval of DDA Board of Directors to adopt the resolution authorizing the Acting Executive Director to enter into bank and financial institution agreements on behalf of the DDA subject to review as to form by the DDA Attorney.**
- d. **Consideration of declaring a 2009 iMac surplus.**
 - i. **Approval of DDA Board of Directors to declare the 2009 iMac surplus, and authorize staff to divest of it pursuant to the DDA's Computer Divestment Policy.**

3. Chairperson's Report

- a. Community Development Report
 - i. **Motion by Constantin, seconded by Judson that the DDA Board agree with the conceptual overview of the plan.**

- b. Comments or Questions regarding Written Reports
 - i. Board discussed parking and storm water treatment at the new project.
 - ii. Funds after TIF 97 expires were discussed.
 - iii. Basis of environmental terms under Brownfield being used for the project.
 - iv. Marty Colburn, City Manager spoke on role of TIF dollars in the project.
 - v. Trevor Tkach, Director of Traverse City Tourism spoke about the positive impact of the project on the greater Traverse City region.
 - vi. Tori Piersante Traverse City tourism spoke about the vitality and importance of Park Place project on attracting conferences to Traverse City.
 - vii. Board discussed status of snowmelt project.
 - viii. Bacigalupi informed board that the audits were complete and would be presented at February's regular board meeting.
4. Executive Director's Report
 - a. Update on Park Place project
 - i. Item was discussed under Community Development report.
 - b. Consideration of approving changes to the Farmers Market Rules was removed from the discussion by the Chairman.
 - c. Consideration of directing staff to send a letter to BATA supporting more transit-friendly development and offering help toward that goal.
 - i. **Motion by Burkholder, seconded by Jackson that the DDA Board of Directors authorize the Chairperson to send the draft letter, included in the packet and dated January 17, 2017, to BATA.**
 - d. Consideration of approval of request by Porterhouse Productions to use Lots T and B for the 2017 Traverse City Winter Microbrew and Music Festival.
 - i. **Motion by Beers, seconded by Hardy , that the DDA Board of Directors approve the use of parking lots T & B for the proposed Traverse City Winter Microbrew & Music festival from 6 p.m. Friday, February 10, 2017 to 5 p.m. Sunday, February 12, 2017 as detailed in the request from Sam Porter, Porterhouse Productions, provided other required City approvals are acquired.**
 - e. Consideration of amending DDA Rules to allow for two evening board meetings per year.
 - i. Board will instead offer a broader focused annual evening meeting rather than allowing two evening board members per year.
5. Public Comment
 - a. Boots Wolff, 8186 Peninsula Dr, discussed support of Park Place project.
6. Comments from Staff and Board of Directors

- a. Carruthers asked about schedule of Uptown boardwalk project and Fair Market Rent
- b. Bacigalupi spoke about the Bryan J. Crough memorial
- c. Burkholder expressed concerns about ADA accessibility at Hannah Park
- d. Board discussed status of PayNGo and Park Mobile
- e. Jackson asked about residential parking permits.
- f. Bacigalupi updated board on Park St. construction.

7. Adjournment. The meeting officially adjourned at 9:41 a.m.

Respectfully submitted,

Nina Talarico
Office Manager