

**Minutes**  
**Traverse City Downtown Development Authority**  
**Regular Meeting**  
February 17, 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, Steve Constantin, Bill Golden, Scott Hardy, Debbie Hershey, T. Michael Jackson (10 a.m.), Jeff Joubran, Chuck Judson (9:30 a.m.), Gabe Schneider

**Absent:** Mayor Jim Carruthers

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

a. **Approval of minutes of the Regular Meeting of January 20, 2017.**

b. **Approval of Financial Reports and disbursements for DDA, TIF 2 and TIF 97 dated January 31, 2017, and Traverse City Parking System Financial Reports for December 31, 2016.**

c. **Approval of the audited financial statements for fiscal year 2015-16.**

3. Chairperson's Report

a. Community Development Report

i. Park Place Hotel Project

    i. Community Meeting on Monday, February 20

ii. Eighth Street

iii. Thom Darga project

b. Comments or Questions regarding Written Reports

    i. Comments regarding Joint Planning Commission meeting

    ii. December DDA Board Meeting

    iii. Thank you Traverse City Light & Power for the holiday lights program

4. Executive Director's Report

a. Consideration of going into closed session to discuss attorney-client communication regarding requests to exempt capturing certain millages.

- a. **Motion by Bagdon-McCallum seconded by Beers to go into closed session to discuss attorney-client communication regarding requests to exempt capturing certain millages. Motion carried 9 to 1 with 1 abstention.**  
**Roll Call:**  
**Yes: Bagdon-McCallum, Beers, Burkholder, Constantin, Golden, Hardy, Hershey, Joubran, Schneider**  
**No: Jackson**  
**Abstain: Judson**
- b. Presentation by Erik Falconer regarding project at 305 West Front.
- c. Discussion regarding draft Capital Improvement Plan (CIP) for TIF 97, Old Town TIF, Hardy Deck Bond Fund, and Traverse City Parking System.
  - i. **Motion by Judson, seconded by Jackson that the DDA Board of Directors adopt the Resolution Requesting Issuance of 2017 Downtown Development Refunding Bonds (Limited Tax General Obligation) and Pledging Tax Increment Revenues. Motion carried unanimously.**
- d. Consideration of allocating annual TIF funding for the Traverse City Arts Commission.
  - i. **Motion by Jackson, seconded by Joubran that the DDA Board of Directors authorize the payment of \$10,000 to the City of Traverse City Public Arts Trust Fund from the TIF 97 Fund professional/contractual line item. Motion carried unanimously.**
- e. Consideration of of request to the Planning Commission to clarify that farmers markets are permitted in the Open Space district.
  - i. **Motion by Burkholder, seconded by Beers that the DDA Board of Directors request that the Planning Commission amend the zoning ordinance to further clarify the Sara Hardy Farmers as a permitted use in the Open Space Zoning District. Motion carried unanimously.**
- f. Consideration of request to utilize the Old Town Garage on June 2 and 3 for the Annual TART Recycle a Bicycle event.
  - i. **Motion by Beers, seconded Hershey by that the DDA Board of Directors authorize the use of the ground level of the Old Town Parking Deck on June 2, 2017, from 6 p.m. that day to 9 p.m. on June 3, 2017 for the Seventh Annual Recycle a Bicycle Swap event to be managed by the Traverse Area Recreational and Transportation Trails (TART) organization as described in their proposal dated February 6, 2017, provided that TART provides proof of insurance naming the City of Traverse City and DDA as additional insured and signs a hold harmless waiver stating that they are responsible for any injury or loss that might occur, and further subject to final approval by the City Clerk's office. Motion carried unanimously.**

5. Miscellaneous

- a. Thomas Brown, Nelson Nygaard gave a brief report on the Transportation Management Study process.
- b. Bacigalupi commented on a TC Light & Power project to paint

6. Public Comments

- a. None at this time.

Judson departed at this point in the meeting (9:30 a.m.)

At this point in the meeting, the Board went into closed session. (9:30 a.m.)

At this point in the meeting, the Board came out of closed session. (9:59 a.m.)

Jackson departed at this point in the meeting (10 a.m.)

7. Adjournment. The meeting officially adjourned at 10:03 a.m.

Respectfully submitted,

Colleen Paveglio  
Marketing & Deputy Director