Minutes of the
Downtown Development Authority for the City of Traverse City
Regular Meeting
Friday, June 19, 2026

A regular meeting of the Downtown Development Authority of the City of Traverse City was called to order at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 9:00 a.m.

The following Board Members were in attendance: Board members Pete Kirkwood, Jeff Joubran, Todd McMillen, Gary Howe, Mike Powers, Caitlin Early, Mayor Amy Shamroe and Ed Slosky

The following Board Members were absent: Shelley Spencer

Chairperson Slosky presided at the meeting.

(a) **<u>CALL TO ORDER</u>**
The meeting was called to order by Chairperson Slosky at 9:00

(b) **<u>ROLL CALL</u>**

(c) **<u>REVIEW AND APPROVAL OF AGENDA</u>**

(1) That the agenda be approved as presented

Moved by Amy Shamroe, Seconded by Peter Kirkwood

Yes: Peter Kirkwood, Jeff Joubran, Todd McMillen, Ed Slosky, Amy Shamroe, Gary Howe, Mike Powers, and Caitlin Early
Absent: Shelley Spencer

CARRIED. 8-0-1 on a recorded vote

(d) **<u>PUBLIC COMMENT</u>**

(e) **<u>CONSENT CALENDAR</u>**
The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one DDA Board motion without discussion. Any member of the DDA Board, staff or the public may ask that any item on

the consent calendar be removed therefrom and placed elsewhere on the agenda for individual consideration by the DDA Board; and such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single DDA Board action adopting the consent calendar.

(1) Consideration of approving the minutes from the May 15, 2026 DDA Regular Board Meeting (approval recommended)

(2) Consideration of approving the May Financial Reports and Distributions from the DDA General, Old Town TIF, TIF-97 (approval recommended)

(3) Consideration of approving the May 2026 Financial Report and Distribution from the Traverse City Arts Commission (approval recommended)
That the Consent Calendar be approved as presented

Moved by Caitlin Early, Seconded by Jeff Joubran

Yes: Peter Kirkwood, Jeff Joubran, Todd McMillen, Ed Slosky, Amy Shamroe, Gary Howe, Mike Powers, and Caitlin Early
Absent: Shelley Spencer

CARRIED. 8-0-1 on a recorded vote

(f) **ITEMS REMOVED FROM CONSENT CALENDAR**

(g) **SPECIAL ORDER OF BUSINESS**

(1) Public Hearing on the 2026 - 2027 DDA Budgets

Chairman Slosky opened the Public Hearing

The following addressed the Board:
Ed Slosky
Harry Burkholder

Chairman Slosky closed the Public Hearing

(h) **OLD BUSINESS**

(1) 2026 - 2027 DDA Budget Approval (approval recommended)

The following addressed the board:
Ed Slosky
That the DDA Board of Directors hereby approves the 2026 - 2027 budget as follows:

Downtown Development Authority (General) Fund	$2,331,640
Tax Increment Financing District 97 Fund	$7,395,630
Tax Increment Financing District Old Town Fund	$1,481,980

Moved by Amy Shamroe, Seconded by Todd McMillen

Yes: Peter Kirkwood, Jeff Joubran, Todd McMillen, Ed Slosky, Amy Shamroe, Gary Howe, Mike Powers, and Caitlin Early

Absent: Shelley Spencer

CARRIED. 8-0-1 on a recorded vote

(2) TIF-97 Project Priorities

The following addressed the board:
Harry Burkholder

(3) Proposed Development and TIF Plan (approval recommended)

The following addressed the board:
Harry Burkholder
Scott Howard (DDA attorney)
Ed Slosky
Amy Shamroe
Gary Howe
That the DDA Board recognizes that the DDA Board has taken all necessary steps and required actions under Michigan's Recodified Tax Increment Financing Act (Public Act 57 of 2018) regarding the proposed Infrastructure First Development and Tax Increment Financing Plan, and to formally support the hereby approve said Plan and to direct staff to submit same to the City Clerk, in writing, in accordance with the procedures of the City of Traverse City's Implementation Policy for Charter Section 28 TIF Amendments.

Moved by Gary Howe, Seconded by Amy Shamroe

Yes: Peter Kirkwood, Jeff Joubran, Todd McMillen, Ed Slosky, Amy Shamroe, Gary Howe, Mike Powers, and Caitlin Early

Absent: Shelley Spencer

CARRIED. 8-0-1 on a recorded vote

(i) **NEW BUSINESS**

(1) PUMA Market Study and Business Retention Study (approval recommended)

The following addressed the Board:
Harry Burkholder
Ed Slosky
Amy Shamroe
That the DDA Board enter into an agreement with PUMA for costs associated with a market assessment and best-practices study for business retention for a not to exceed cost of $32,500 from TIF-97, subject to approval as to its form by the DDA Executive Director and attorney

Moved by Amy Shamroe, Seconded by Caitlin Early

Yes: Peter Kirkwood, Jeff Joubran, Todd McMillen, Ed Slosky, Amy Shamroe, Gary Howe, Mike Powers, and Caitlin Early

Absent: Shelley Spencer

CARRIED. 8-0-1 on a recorded vote

(j) **EXECUTIVE DIRECTOR REPORT**

(1) Executive Director Report

The following addressed the board:
Harry Burkholder

(k) **STAFF REPORTS**

(1) Director of Events and Engagement Report

The following addressed the Board
Sara Klebba (Director of Events and Engagement)
Amy Shamroe

(l) **PUBLIC COMMENT**

(m) **ADJOURNMENT**

The meeting was adjourned by Chairman Slosky at 9:34

Harry Burkholder, DDA Executive Director