

Traverse City Downtown Development Authority Regular Meeting

Friday, March 20, 2026

9:00 am

Commission Chambers, Governmental Center
400 Boardman Avenue
Traverse City, Michigan 49684



The City of Traverse City does not discriminate on the basis of disability in the admission to, access to, treatment in, or employment in, its programs or activities. Interim Assistant City Manager, 400 Boardman Avenue, Traverse City, Michigan 49684, phone 231-922-4440, TDD/TTY 231-922-4412, VRS 231-421-7008, has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

If you are planning to attend and you have a disability requiring any special assistance at the meeting and/or if you have any concerns, please immediately notify the ADA Coordinator.

The City of Traverse City and Downtown Development Authority are committed to a dialog that is constructive, respectful and civil. We ask that all individuals interacting verbally or in writing with board members honor these values.

Downtown Development Authority:
c/o Harry Burkholder, Executive Director
(231) 922-2050
Web: www.dda.downtowntc.com
303 East State Street, Suite C
Traverse City, MI 49684

Welcome to the Traverse City Downtown Development Authority meeting

Agenda

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1. CALL TO ORDER

2. ROLL CALL

3. REVIEW AND APPROVAL OF AGENDA

4. PUBLIC COMMENT

5. CONSENT CALENDAR

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.

- A. Consideration of approving the minutes from the February 20, 2026 DDA Regular Board Meeting (approval recommended) 5 - 8
[February 20, 2026 DDA Regular Meeting Minutes - PDF](#)
- B. Consideration of approving the February 2026 Financial Reports and Distributions from the DDA General, Old Town TIF and TIF-97 (approval recommended) 9 - 13
[February 2026 DDA General, Old Town TIF and TIF-97 Financial Reports and Distributions - PDF](#)
- C. Consideration of approving the February 2026 Financial Report and Distribution from the Traverse City Arts Commission (approval recommended) 14
[February 2026 Traverse City Arts Commission Financial Report and Distribution - PDF](#)
- D. Consideration of approving the December 10, 2025 DDA Finance Committee Meeting Minutes (approval recommended) 15 - 16
[December 10, 2025 DDA Finance Committee Meeting Minutes - PDF](#)

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|-----------|---|------------|
| E. | Consideration of approving the February 4, 2026 DDA Moving Downtown Forward TIF Plan Subcommittee Meeting Minutes (approval recommended) February 4, 2026 DDA MDF TIF Plan Subcommittee Meeting Minutes | 17 - 18 |
| F. | Consideration of approving the March 4, 2026 DDA Moving Downtown Forward TIF Plan Subcommittee Meeting Minutes (approval recommended) March 4, 2026 DDA MDF TIF Plan Subcommittee Meeting Minutes - PDF | 19 - 20 |
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| 6. | ITEMS REMOVED FROM CONSENT CALENDAR | |
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| 7. | OLD BUSINESS | |
| A. | TIF-97 Project Priorities Update TIF-97 Project Priorities Memo (Burkholder) - PDF | 21 - 22 |
| B. | 2026 - 2027 DDA Budget Review and Discussion 2026 - 2027 DDA Budget Memo (Bohac) - PDF Draft DDA General Fund Budget - PDF Working General Fund Calculations - PDF TIF-97 and Old Town TIF Draft Budgets - PDF | 23 - 27 |
| C. | Moving Downtown Forward TIF Plan Discussion Moving Downtown Forward TIF Plan Memo (Burkholder) - PDF Capital Infrastructure Projects - PDF Capital Infrastructure Projects Summary - PDF Scoring Matrix - PDF Annual Essential Programs and Services - PDF Annual Capital Infrastructure Maintenance Needs - PDF Annual Infrastructure Investments - PDF Tax Increment Revenue Projections and Sharing Scenarios - PDF Tax Increment Revenue Projections Minus Core Services - Total Remaining Funds - PDF | 28 - 48 |
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| 8. | EXECUTIVE DIRECTOR REPORT | |
| A. | Executive Director Report ED Update Report Memo (Burkholder) - PDF | 49 - 50 |
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| 9. | STAFF REPORTS | |
| A. | Director of Events and Engagement Report Director of Events and Engagement Memo (Klebba) - PDF | 51 - 52 |

10. RECEIVE AND FILE

11. PUBLIC COMMENT

12. ADJOURNMENT