



VILLAGE OF SUTTONS BAY
DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes of October 9, 2019

The meeting was called to order at 9:30 a.m. by President Peterson.

Present: Bahle, Lambdin, Lutke, Peterson, Pontius, Popke and Wierzba

Staff present: Fay and Larrea

Approval of Agenda

Pontius moved, Lutke seconded, CARRIED, to approve the Agenda as presented.

Ayes: 4, No: 0.

Approval of Downtown Development Authority Minutes

Lutke moved, Pontius seconded, CARRIED, to approve the December 12, 2018, DDA meeting minutes as presented and submitted by Fay. The meeting minutes can be found in this meeting packet. Ayes: 4, No: 0.

Board members Bahle, Lambdin and Popke arriving.

Old Business

Ferry Update – DDA board member Kim Pontius led a Power point presentation consisting of an update on a proposed Ferry route called Project B-3. The presentation is attached to these meeting minutes. Discussion points were:

- Funding a feasibility study, perhaps Rotary if the DDA's from the Village and Elk Rapids collaborated. Jason Allen has stated that partial funding is likely.
- The DNR and the DEQ may not agree to remove the pilings at the Village marina, and because the fishing pier was funded with DNR Trust money, removal may be prohibited.
- Ferry services are looked upon favorably.
- The big questions are: Facilities and vessel type.
- This project is part of a transportation system.
- Everything is ADA compliant and meets homeland security criteria.
- The Acme/Elk Rapids bike trail will be complete with 3-5 years, so the timing of this proposed project is optimal.
- Should other facilities be considered outside of Elk Rapids?
- Think small now, expand later.
- Elk Rapids Marina may have structure issues.

- 45' vessel is the limit for Elk Rapids.
- The Ferry would help keep Suttons Bay vibrant.
- There are currently several ferry boats within the state that may be interested.
- This is a pedestrian/bicycle concept; no vehicles.
- The boat needs to be coast guard certified.
- There is a good market of used boats.

Bahle moved, Popke seconded, CARRIED, in support of this project, and further recommends the project moving forward for Village Council approval. Ayes: 7, No: 0.

It was the consensus of the board to recommend the following:

- Harbor Master Aylsworth to provide her assessment and ideas at the next DDA meeting.
- DDA monthly meetings necessary to continue discussions.
- Pontius will now present to the Elk Rapids DDA.
- Form a coalition of the two DDA's to continue the process.
- An adhoc committee consisting of private and public entities should be formed.
- Assistance from a transit authority is needed.
- Check with the tribe again to see if they would like tribal involvement.

Lambdin and Lutke left the meeting at 10:05.

New Business

Pontius moved, Popke seconded, CARRIED, to accept the resignation from board member Alicia Evans. Ayes: 5, No: 0

Popke left the meeting at 10:10.

Manager Update

Larrea stated the budgeting process has begun and will be on next month's agenda.

Information and comments

Pontius encourages the DDA and the Chamber of Commerce to attend the Council meeting in support of the Ferry project.

Public Comment

Karen Pontius stated that local businesses appear to be very supportive of the Ferry project.

The meeting adjourned at 10:12 a.m.

Meeting minutes submitted by Shar Fay, Village Clerk.



VILLAGE OF SUTTONS BAY
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING NOTES OF DECEMBER 11, 2019

Present: Peterson, Popke and Wierzba
Absent: Bahle, Lambdin, Lutke and Pontius
No Quorum present.
Staff present: Fay and Larrea

Harbor Master Ferry Assessment/Ideas

Larrea stated Pontius presented to Village Council the proposed Ferry concept; it was well received. Elk Rapids is formulating a committee and have asked Pontius for an additional presentation, which will be done in January 2020. There has been lots of excitement over the concept. It would be a huge investment, especially for Elk Rapids. The Harbor Masters' Ferry Assessment/Ideas are found in this packet.

Manager Update

Larrea provided a copy of his Work Plan. The TAP project is still on schedule for spring of 2020, although the contractor is asking for additional time, which has not been agreed on. Currently the project is slated for 40 days. A walk through indicated additional sidewalks were needed due to ADA non-compliance. Larrea stated a push to invest in Waterwheel Park. The stream would need opened up with a nice sitting area and a fence to outline it as a park. Some overgrown vegetation would be removed. DPW staff will have new attire with a Village logo. We are working on Blight ordinance which could affect a few buildings downtown. The Attorney would like to add language to it with more teeth. Continuing discussions with the Tribe are ongoing regarding broadband availability; the Village would like WIFI downtown as part of the project. We are working on reinitiating the MSU Extension partnership, the Master Gardner program. They assisted in the past with the Rain Gardens. There have been talks about closing Jefferson Street and make it a pedestrian seating area. The DPW staff have expressed concerns about snow plowing that area as well. The Village is considering closing the boat launch and trailer parking at Marina Park, at least temporarily, because of the high water. The area could be blocked off with removable planters and seating areas created. Pocket parks, gathering areas with more seating is a goal of the Village. The Village would like to purchase cameras for downtown streets and for the M-204 and

M-22 intersection, perhaps by the TAP grant project in the Spring starts. The purpose is multi-functional; to monitor the snow for the snow plowers, and security. This is supported by Law Enforcement. 50/50 grants have been applied for security cameras at Suttons Park to assist in surveillance at the main lift station. The idea of a walking pathway at Sutton park, across the highway, and down to Richter Road is being considered, with the idea of changing the speed limit to 25 in that area. Filling in areas where sidewalks are missing is also a goal. Snow removal was discussed; it is believed that per the snow removal ordinance, it is the responsibility of the businesses to remove the snow in front of their buildings, however DPW staff does assist when they can. A smaller snow removal machine is being considered in the future to help with snow removal on the sidewalks. Larrea will check the snow removal ordinance to see if a mandate exists for businesses to remove the snow in front of their buildings. It was noted that snow is not getting removed where stores are closed. Members discussed future plans for bathrooms. The Village recognizes the need.

Meeting notes prepared by Shar Fay, Village Clerk.
These are not official minutes, due to no quorum present.