



VILLAGE OF SUTTONS BAY
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES OF DECEMBER 6, 2023
420 N FRONT ST
SUTTONS BAY, MI 49682

The meeting was called to order at 9:00 a.m. by Chairperson Popke.

Present: Bahle, Derigiotis, Lutke, Millns (present at 9:03 a.m.), Peterson, Popke and Wierzba
Absent: Pontius and Young
Staff present: Fay and Larrea
Guest: Rob Bacigalupi, Mission North Consultant

Approval of Agenda

Lutke moved, Peterson seconded, CARRIED, to approve the agenda as presented.
Ayes: 6, No: 0.

Approval of Downtown Authority Minutes

Bahle moved, Peterson seconded, CARRIED, to approve the DDA meeting minutes of November 14, 2023. Ayes: 6, No: 0.

Mission North Consultant – Rob Bacigalupi, Planner

Larrea stated that in talking with Leelanau County in the past regarding opting in, they were not interested in getting involved unless it is project specific.

Bacigalupi stated he likes to look at the DDA distribution to the county, per acre.

The board discussed strategies to approach the remaining entities about opting in (Leelanau County, Suttons Bay Township and BATA). Bacigalupi will review Leelanau County's Master Plan, and see if there is a category of projects/goals that may align with the Village's DDA & TIF Plan. Bacigalupi stated a more common negotiated solution is a revenue sharing model whereas if an entity opts in, the Village will share a percentage of the growth. This is not in law and just a consideration. The other way is the taxing authorities could retain the inflation dollars and the Village would get everything on top of that. There is an educational component with these entities.

The board discussed amending the DDA Plan. Bacigalupi stated it is a long process that could take many months. Bacigalupi stated it is possible to reorder the priorities of the plan by separate document, but not change the plan. If the Village is unable to get any

of the other entities to opt in based on our current plan, than perhaps we may need to amend it outright. Or, it may be worth while to look at the whole plan, involve the entities, and come up with a compromise.

It was the consensus of the Board for each board member to come back to the next meeting with a couple of high priority projects for the DDA to discuss. In addition, the board should bring ideas as to why Suttons Bay is unique in what it has to offer, that can be presented to the other entities, noting the Village is the gateway to the county as well as the largest municipality within the county that remains open year-round. In addition, Rob Bacigalupi will present to the DDA board at the next meeting a summary of projects from the Leelanau County's Master Plan, that may align with the Village plan. It was also the consensus of the board to move the January 2024 DDA meeting to January 10th, at 9:00 a.m.

Manager Update

Larrea stated the 2024 budget was approved by Council. The budget included incrementally fixing our infrastructure, such as streets and the water system (a state mandate). The Village is not eligible for state or federal grants or loans for our water system. Portions of St. Mary's water lines will be a focus. Larrea stated water rates may need to be raised (they haven't been raised in approximately ten years). The Waterwheel project was postponed this fall due to the sewer line issue on Front Street, but it will be done in the spring of 2024. Park improvements are in the budget as well.

Board member comments

Lutke stated he is looking for recommendations for another DDA member due to an expiring term.

The meeting adjourned at 10:07 a.m.

Meeting minutes submitted by Shar Fay, Clerk.