



DOWNTOWN DEVELOPMENT AUTHORITY
420 N Front St.
Suttons Bay, MI 49682
April 10, 2024 at 9:00 am

AGENDA

1. Call to Order
2. Roll call and Notation of Quorum
3. Approval of Agenda
4. Members Conflict of Interest on any item on the agenda
5. Approval of Downtown Development Authority Minutes
6. Public Comments/Written Communication.
PLEASE LIMIT REMARKS TO NO MORE THAN THREE (3) MINUTES
7. Items for Consideration/Action
 - a. VSB-2024-18 DDA Considerations
8. Reports
9. Information and Comments
 - a. Board Members
 - b. DDA Staff
10. Public Comment - PLEASE LIMIT REMARKS TO NO MORE THAN THREE (3) MINUTES
11. Announcements-Next Regular Meeting May 8, 2024
12. Adjournment



DOWNTOWN DEVELOPMENT AUTHORITY
420 N. FRONT STREET
SUTTONS BAY, MI 49682
March 13, 2024 MEETING MINUTES

The meeting was called to order at 9:03 a.m. by Chairperson Bahle.

Present: Bahle, Derigiotis, Millns, Peterson, Popke, and Lutke
Absent: Young and Wierzba
Staff present: Larrea

Approval of Agenda

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

Member Conflict of Interest

Peterson was declared to have a conflict of interest with Item 7b.
Ayes: 6 No: 0.

Approval of Downtown Development Authority Minutes

Lutke moved, Popke seconded, CARRIED, to approve the January 10, 2024 Minutes as presented.
Ayes: 6 No: 0.

Public Comment – None

VSB-2024-05 Correction/Clarification

Members discussed the report.

Chamber Request for Advertising

Peterson removed herself from the table. Bahle moved, Lutke seconded, to approve the request for advertising funds up to \$1,500 from the Suttons Bay Chamber.
Discussion took place regarding the advertisements proposed. The DDA was thankful for the opportunity and open to future partnerships with Suttons Bay Chamber. Members would like to see a more focused advertising approach on the Village.
Motion failed. Ayes: 2, No: 3

DDA Member – Priorities

Peterson rejoined the table. Members discussed the January priorities and felt that they accurately reflected their desires to beautify the Village, create excitement and plan for larger future projects. Members will forward any additional priorities.


Reports

Larrea provided a verbal update on Spring projects.

Information and Comments

None

The meeting adjourned at 10:37 a.m.

		VILLAGE OF SUTTONS BAY REPORT VSB -2024 - 18	
Prepared:	April 3, 2024	Pages:	1 of 1
Meeting:	April 10, 2024	Attachments:	<input type="checkbox"/>
Subject:	DDA Considerations		

PURPOSE

To update the DDA on 2024 tasks and future considerations.

STAFF COMMENT

1. The DDA should consider the discussion of the following in case the grant receives approval.

Public Bathrooms

The Village submitted a grant (3-29-24) to the MDNR Waterways division for the demolition, and replacement of the existing boater services building and bath house. The building will feature new bathrooms, showers and other improvements for marina patrons. The project is within the DDA; therefore, this grant provides the DDA with the best opportunity to invest in public bathrooms. The estimated investment to the DDA will likely be in the \$125,000 to \$150,000 range, which could be accomplished by way of a loan and monthly payments from the tax capture. Being that this has been a topic of conversation for some time, it appears your opportunity may present itself sooner rather than later, regardless, it is time to plan.

Pedestrian Bridge

The Village has submitted a grant (3-29-24) to the MDNR Waterways division for the construction of a new pedestrian bridge. You may recall, that the old crossing was lost during the high-water phenomenon a couple years ago. The pedestrian bridge spans the wetland area connecting the Coal Dock Park and Marina Park. This project will require a 40% match should it be successful. The project is within the DDA.

2. The DDA could consider discussion/investing in some of the lower and less expensive improvements/priorities such as:
 - a. Public Art
 - b. Pavilion
 - c. Benches, bike racks, sunshades
 - d. Wayfinding signs
3. The DDA could consider direction on past discussions regarding Park Mobile opportunities.

ACTION REQUESTED

Discussion in preparation for the May 8th DDA meeting with the consultant.