



VILLAGE OF SUTTONS BAY
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES OF NOVEMBER 10, 2021

The meeting was called to order at 9:06 a.m., by Popke.

Present: Bahle, Lutke, Peterson, Popke and Wierzba
Absent: Lambdin and Pontius
Staff present: Fay and Larrea

Approval of Agenda

Lutke moved, Peterson seconded, CARRIED, to approve the agenda as presented, with an affirmative unanimous roll call vote. Ayes: 5, No: 0.

Approval of Minutes

Peterson moved, Bahle seconded, CARRIED, to approve the March 10, 2021, DDA meeting minutes, with an affirmative unanimous roll call vote. Ayes: 5, No: 0.

Report VSB-2021-59 DDA Budget 2022

Bahle moved, Peterson seconded, CARRIED, to adopt the 2022 DDA budget and recommend approval to the Village Council, with an affirmative unanimous roll call vote. Board members discussed dollars captured this year as well as getting more entities on board. Larrea has had conversations with other entities who would be open to discussions for project specific purposes. Ayes: 5, No: 0.

Manager Update

Larrea states he provides a quarterly work plan to Council which can be found on the Village website. Larrea stated a survey for downtown businesses will be created and sent out as part of the rewrite of the Master Plan, contracted to be completed in 2022. A residential survey has already been created and will be sent out. The Village is still waiting on census information to complete the proposed Rec Plan. The Village received a grant for a study on our water lines, wells, and extension of the water system, all state mandated. Patching continues on the sewer system which will take several years to complete the patching, using technology to do so. The Blight Ordinance is complete and is being reviewed by the Leelanau County Prosecuting Attorney. The TAP project has been finalized. Larea is researching grants for cameras at the cross walks downtown. Village WIFI has been explored but is cost prohibitive at this time. Staff is preparing for winter.

Information and Comments

Board Members -

Popke asked why the crosswalk signs were removed so early this year, and why the sidewalks are so bright white. Larrea explained there is a curing compound on the sidewalks which will fade over time. Popke suggests DDA goals that would help to keep people in our town.

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Bahle referred back to past minutes and inquired about a fact sheet that members could use when approaching other entities. Larrea will create a fact sheet. Bahle suggests some wayfinding signage such as for public beaches and parks, and other Village resources. He encourages attainable and realistic goals that can be accomplished in 12-24 months. Bahle asked about the DDA's ability to put in parking meters to help capture additional funds, noting the employees of businesses parking in front of their work place. Larrea has also observed a significant number of employees parking downtown, and boats as well. Larrea stated that signs identifying Village Parks are in the 2022 budget and further suggests to members to think about sign design and what they may want identified.

Lutke agrees with Bahle on getting others on board, and proposes shifting the focus on what the DDA can do with its limited dollars, and accomplish something.

DDA Staff –

Larrea would like to see the Village pave gravel parking lots and provide signage for them. Larrea stated water levels were down this and our beaches were packed and further would like to see more opportunities for individuals to recreate downtown. The Master Plan will be updated in 2022. Larrea stated that if any member would like a walk through the Parks for the purpose of sharing ideas, please contact him.

Public Comment

Karin Anderson thanked DDA members for all that they do. She believes the businesses are very important. She suggests the following goals for the DDA:

- A gathering space downtown, possibly with Adirondacks and a stone circle at Water Wheel Park.
- Attention to the Rain Gardens, perhaps replace plants with trees.
- Pave the public parking areas that are gravel.

Ms. Anderson believes the Village should not install parking meters.

Announcements

The next DDA meeting will be January 12, 2022, at 9:00 a.m. Election of officers and the meeting schedule discussion will be on the agenda. This will be an organizational meeting. Be prepared to set goals. Page 20 of the DDA Plan will be reviewed.

Adjournment

Bahle moved, Peterson seconded, CARRIED, to adjourn the meeting, with an affirmative unanimous roll call vote. The meeting adjourned at 9:52 a.m. Ayes: 5, No: 0.

Meeting minutes submitted by Shar Fay, Village Clerk.