



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

The meeting was called to order at 9:04 a.m. by Chairperson Peterson.

Present: Bahle (arriving at 9:38 a.m.), Lutke, Peterson, Pontius, Popke and Wierzba  
Absent: Lambdin  
Staff present: Fay, Larrea and Petroskey

Approval of Agenda

Wierzba moved, Popke seconded, CARRIED, to approve the Agenda as presented with an affirmative unanimous roll call vote. Ayes: 5, No: 0.

Approval of Downtown Development Authority Minutes

Pontius moved, Popke seconded, CARRIED, to approve the DDA minutes dated November 12, 2020, by an affirmative unanimous roll call vote. Ayes: 5, No: 0.

Public Comment

Bill Perkins requested the DDA include the Suttons Bay Township Rink in its boundaries so that funding possibilities could be explored to the pave the ice rink.

Election of Officers

Lutke nominated Popke as Chairperson and Peterson nominated Wierzba as Vice Chairperson, and further nominated the Village Clerk and Treasurer to continue to fill the respective positions. Pontius moved, Lutke seconded, CARRIED, to accept the slate of officers as nominated and elect Popke as Chairperson and Wierzba as Vice Chair, and the Village Clerk and Treasurer in respective positions by an affirmative unanimous roll call vote. Ayes: 5, No: 0.

Report VSB-2020-12 DDA Discussion

Board members discussed the following:

- Lack of support from the Township and the importance of their buy in
- Consider a millage to obtain funding
- Educating on the purpose of a DDA
- Alternatives of obtaining funding
- Should the DDA continue considering there is no money to keep it moving forward
- Continue for a couple of years to see if the capture gains momentum
- The DDA is an extension of the Council, and Council can fund the DDA
- The DDA needs matching grant dollars in order to apply for grants
- Partnerships with the Chamber

- Community marketing
  - Reapproach the Township and County regarding participation; rebuild connections
- In addition, it was the consensus of the board to offer assistance as a DDA to owners of empty or dilapidated buildings, in the development of their properties. Pontius noted red tape, funding and zoning as obstacles to development. Larrea stated the Planning Commission will be working on the Zoning Ordinance, it is currently very restrictive. Larrea will draft a letter to owners of undeveloped properties and work with Pontius to review the letter. Board members will participate in signing the letter. In addition, Larrea will create a DDA Fact sheet and provide the breakdown of the captures to the other entities.

#### Manager Update

Larrea stated DPW staff have refinished picnic tables and built planters to outline the seating area near the Marina. Staff brought in sand and will be installing two volley ball courts at Marina Park. We are working with the Garden Club and MSU-E on beautification projects. We are still closing out the TAP project. A Banner policy is being developed. A new water fountain will be installed at Water Wheel park which is being opened up to create a pocket park. Water Wheel park is in the Parks and Rec plan noting costs of ½ million dollars to upgrade the park. Larrea will send out the Water wheel park plan to board members. There is no update on the Viking Cruise ship endeavor.

The meeting adjourned at 10:11 a.m.

Meeting minutes submitted by Shar Fay, Village Clerk.