



DOWNTOWN DEVELOPMENT AUTHORITY

420 N Front St.

Suttons Bay, MI 49682

November 12, 2025 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. DDA Budget 2026
 - b. DDA Meeting Schedule 2026
8. Reports-Manager's Update
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 February 11, 2026
12. Adjournment



VILLAGE OF SUTTONS BAY

REPORT VSB -2025-34

Prepared:	November 3, 2025	Pages:	1 of 1
Meeting:	November 12, 2025	Attachments:	☒
Subject:	2026 DDA Budget		

PURPOSE

To discuss the 2026 Budget

OVERVIEW

Although the DDA has not met of late, we continue to move forward with the joint bathroom project. We anticipate going out for bids in January with an optimistic goal of breaking ground following the removal of frost laws.

Along with the bathroom project, we will be discussing the potential update of our DDA Plan. We have budgeted to hire a consultant to direct the DDA through the amendment process. We can discuss this further, however, the intent of this would be to update the project list to reflect smaller, more easily accomplished projects, once the bathroom project is completed.

CONCLUSION

The DDA will need to review and recommend the attached DDA budget to the Village Council, who is the legislative body, that is required to adopt the budget. In brief, we are heading into the year with an expenditures budget of \$188,660 and total revenues of \$104,200. This equates to a deficit difference of \$84,460, however, we will still have a final fund balance of \$101,607. Although this is not a large balance, our DDA/TIF capture is young and has had a limited capture to date. In essence, we are spending our savings now, knowing that we will replenish our funds following the project.

RECOMMENDED ACTION

MOTION THAT we recommend the approval and adoption of the DDA budget by the Village Council, as presented.

2026

* Meetings scheduled for the Tuesday following Holiday