



DOWNTOWN DEVELOPMENT AUTHORITY

420 N Front St.

Suttons Bay, MI 49682

April 9, 2025, 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. Marina/Bathroom Update
 - b. TIF Next Steps
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 May 14, 2025
12. Adjournment



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Meeting Minutes of November 13, 2024

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

Present: Bahle, Popke, Peterson, Wierzba, Sitkins, & Derigiotis,

Absent: Lutke, Millns & Young

Staff present: Petroskey & Larrea

Approval of Agenda

Popke moved, Peterson seconded, CARRIED, to approve the agenda as presented.

Ayes: 6 No: 0.

Approval of Downtown Development Authority Minutes

Peterson moved, Sitkins seconded, CARRIED, to approve the October 9, 2024, DDA meeting minutes. Ayes: 6, No: 0.

Items for Consideration:

a. DDA Budget 2025

Larrea stated that the 2025 budget includes construction of the bathroom facility, oversight of the project, banner arm replacement as well as operating expenses. Larrea noted that the improvements to Jefferson Street are in the TIF District and the cost was bore by the Village.

Sitkins moved Derigiotis seconded, CARRIED, to adopt and recommend the DDA Budget to the Village Council as presented. Ayes: 6 No: 0

b. 2025 Meeting Schedule

The proposed schedule provides for a meeting each month scheduled for the 2nd Wednesday at 9:00 a.m. Peterson moved, Derigiotis seconded, CARRIED, to approve the meeting schedule as presented. Ayes: 6 No: 0

Manager's Update:

The overall 2025 budget includes improvements in all the parks and street repairs. The Village is mandated to replace waterlines throughout the Village and there will be incremental increases in fees. In addition, a water storage tank will have to be built in the near future. Larrea noted that the Village has sought grants at both the state and federal level as well as loans and have been turned down.

Information and comments

Peterson asked if the Village had any information on the M-22/M72 roundabout.

The meeting adjourned at 9:38 a.m.

Meeting minutes submitted by Dorothy Petroskey, Clerk.



Memorandum

To: DDA Board of Directors

From: Rob Bacigalupi, AICP, Mission North

Re: TIF Next Steps

Date: April 2, 2025

Last year, the Village asked the County to opt into the Suttons Bay DDA's tax increment financing (TIF). Ultimately, the County Board declined. We discussed regrouping in 2025 after the Board elections were sorted out. Attached is a draft one-pager summarizing the DDA's ask and reasons TIF partners would participate. We can discuss this and next steps at the April meeting.

Suttons Bay DDA

seeks partnerships

The Suttons Bay Downtown Development Authority (DDA) wants to complete three projects in the next five years. They are:

Marina/Park Year-Round Restrooms	\$406,016
Marina Pedestrian Bridge	\$345,600
Pavilion in Marina Park	<u>\$100,000</u>
TOTAL	\$851,616

The Suttons Bay DDA is seeking funding participation through tax increment financing (TIF) to help pay for these projects. Partners, which include Suttons Bay Township, BATA, and Leelanau County, would benefit because:

- A vibrant Downtown Suttons Bay supports the surrounding area and the County.
 - DDA land values generate **14.2 times** the tax revenue per acre of Suttons Bay Township and **18.2 times** that of the county.
 - Suttons Bay DDA land generates over **three times** the value for each resident.
- The DDA's efforts align with partner goals
 - the Township and County's master plans encourage quality public amenities and economic activity in or near village centers such as Suttons Bay.
- The fiscal impact of partnering is negligible
 - equates to 0.85% of the Township's budget and less than 0.2% for the County and BATA

