

2020 WORK PLAN

UPDATED 7-30-20

PROJECT	PRIORITY LEVEL	DESCRIPTION	STATUS
PARKS & RECREATION PLAN	HIGH	UPDATE: 7-9-20 Due to time constraints we are looking at bringing in a group for public participation and finalizing the plan. UPDATE : 7-30-20 - A contract has been entered into with Environmental Consulting & Technology (ECT), specifically, landscape architect Michelle Post for the creation of park specific plans for Waterwheel & Suttons Park. Contract will be finalized in 2 weeks and before the public within the 2 weeks following. Suttons Park was chosen as a "best fit" for ADA compliant upgrades. Waterwheel was chosen for the VC.	IN PROGRESS
MASTER PLAN	HIGH	Update the Master Plan / Separate from Joint Master Plan	IDLE
2020 VEHICLE PURCHASE	HIGH	Final Ordering Signature - Last Step. Will take before committee in February. UPDATE: See VSB-2020-03 - Ordered. Backlog due to COVID-19 - Not yet delivered. UPDATE: 6-24-20 Vehicle completion 30-45 days. UPDATE; 7-14-20 To be delivered this week. UPDATE: 7-29-20 Vehicle delivered!	COMPLETE
2020 VEHICLE LOGOS	HIGH	Vehicle logos have been proofed and ordered for 4 of the DPW vehicles and one for the Gator. Installation anticipated in the near future.	INITIATED
VACATION HOME RENTAL ORDINANCE	HIGH	Poorly Drafted - Requires to be re-written. UPDATE: The Michigan Supreme Court has agreed to hear arguments regarding the commercial vs residential use. To date: The appellate courts have continued to view STR's as a commercial use that is prohibited in residential districts.	IDLE
PURCHASE OF FOGGING MACHINE	HIGH	UPDATE: 7-28-20 -Purchased and in use. This will be used to sterilize the DPW facility as well as the Administrative offices.	COMPLETE
BEACH GROOMING	HIGH	UPDATE: 7-28-20 Beach grooming will take place in the next two weeks to avoid a stagnant water concerns.	INITIATED
S.SHORE DRIVE EMERGENCY	HIGH	12-12-19 Meeting on site with LCRC on erosion issues and emergency armoring of S.Shore Drive. Agreement signed 1-7-20 - Work has commenced.	COMPLETE
HIGH WATER / EROSION Resolution to Gov.	HIGH	Jack O'Malley contacted my office regarding resolution (6-10-20) mailed on behalf of numerous Leelanau County municipalities. UPDATE: 6-18-20 - Phone tag continues.	COMPLETE
HIGH WATER / EROSION COLLABORATION	HIGH	1--23-20 Email sent to Emergency manager, LCRC, SB Township, and Bingham for collaboration regarding high water to discuss the state of erosion along our shoreline and predictions for 2020. Resolutions for emergency funding. Governor Whitmer's office noted that the state is "willing to respond to all county requests for state resources as permitted under law," but deferred the responsibility to local county emergency managers to request reserved emergency funds. UPDATE- February - Scheduled a meeting and met with surrounding municipalities, Counties and emergency manager.	COMPLETE

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NEW LAND DIVISION ORDINANCE	HIGH	Pre-draft Completed on 1-8-20. Review forthcoming. New Applications, approval documents and checklist for applicants to ensure completed applications and procedural understanding. UPDATE: February- Moved to VC for consideration. UPDATE: Canceled due to COVID-19 - UPDATE: 7-30-20 We will be moving forward with the LDA Draft and rescheduled for August.	COMPLETE
STREET CLEANER	HIGH	Pricing equipment to street clean due to high cost of \$225/hr. @ 25 hours, Does not include M-22 UPDATE: Modified to include M-22 due to lack of urgency associated with TAP contractor. Pushed back to July 6th due to work load.	COMPLETE
DRAFT NEW ZBA BYLAWS	HIGH	Pre-draft Completed For ZBA Discussion. Provided at the January meeting.	COMPLETE
FIREWORKS ORDINANCE Amendment	HIGH	Ordinance is dated and does not conform to State law. Updates required. UPDATE: Ordinance is now complete due to being pushed back due to COVID-19. Will be provided to committee for consideration in July. UPDATE: 7-9-20 Committee elevated this to VC.	COMPLETE
STREET EVALUATION SOUTH SHORE	HIGH	Evaluation of S. Shore "hump" has been requested. Apparently the hump is a result of a stream culvert? UPDATE: 7-9-20 Contract signed with Elmer's to patch the hump once fixed. KAL will be hired to replace the culvert. Summer project.	IN PROGRESS
BROADWAY STREET	HIGH	n. UPDATE 7-14-20 - Agreement received by home owners via email. Attorney is drafting legal document. UPDATE: 7-30-20 Surveyor and engineer met on site and are working together to provide a permanent drainage solution. The draft legal document for the drainage basin was provided on 7-30-20 from the attorney. Signatures, and recording of documents forthcoming.	IN PROGRESS
CROSS CONNECTION ORDINANCE	HIGH	MDEQ REQUIREMENT	IDLE
ZONING MAP	HIGH	Adopted Zoning Map is incorrect and requires an amendment. Update: Planning Commission Scheduled a Public Hearing (3-11-20) UPDATE: Village council adopted change in June.	COMPLETE
CONSUMERS ENERGY GRANT	HIGH	This is a high level priority due to time constraints. Application has been submitted 2-26-20 to create a Hydro Charge Park. H2O-power for EV charging stations. Not Selected.	COMPLETE
MARINA BOAT LAUNCH CLOSURE	HIGH	DUE TO HIGH WATER AND SAFETY CONCERNS ASSOCIATED WITH THE MARINA LAUNCH WE ARE EVALUATING IT FOR CLOSURE. UPDATE See Report VSB-2020-06 Update: VC Agenda for 2-17-20 - VSB 2020-13- Temporarily CLOSED	COMPLETE
MARINA PARK CLOSURE TO FESTIVALS	HIGH	Committee to discuss the closure of Marina Park to festivals / Mass Gatherings	COMPLETE
EMPLOYEE RETIREMENT LEGAL ISSUE	HIGH	An Attorney has been retained to address issues regarding the Village retirement accounts. UPDATE: February- Conference calls with Attorneys and KDP. Direction for resolve provided. Ongoing issue, however, we are on the right track to resolve issue without litigation. 401 vs 403	COMPLETE
TAP PROJECT	HIGH	UPDATE: 7.30.20. Paving sub-contractors "fix" needs to be fixed again as do some concrete issues. A second "final" walkthrough is forthcoming.	COMPLETE
STREET EVALUATION - ELM STREET	HIGH	UPDATE: 12-17-19 The Village is not eligible for Federal dollars until 2023 through the rural task force. UPDATE: 7-9-20 Committee elevated to VC to create a sub-committee. UPDATE: 7.30.20 collaboration has begun.	IN PROGRESS

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NORTH PARK BATHROOM UPGRADE	HIGH	Replace faucets with "timed" faucets and replace counters. Both faucets broken and counters rotted. UPDATE: Faucets ordered. UPDATE: 7-30-20 Timed faucets have been installed, counter tops will be an offseason project.	IN PROGRESS
INLAND SEAS LEASE AGREEMENT	HIGH	6-6-19 provided comments in email following meeting / discussions with Inland Seas - UPDATE; INLAND SEAS TO HAVE ATTORNEY DRAFT A LEASE AGREEMENT. UPDATE: 11-21-19 Draft Lease agreement received, being reviewed for content and will provide comments on the lease. ELEVATED TO HIGH 5-20-20	IN PROGRESS
LAKEFRONT LOT SIZE STUDY	HIGH	UPDATE: 7-30-20 - To be presented at the August PC meeting. A draft has been provided to the PC for evaluation, comments and questions.	IN PROGRESS
STREET TREES	HIGH	UPDATE: 6-18-20 - Various trees identified for removal. Next step: contact / contract with tree removal company. Various street trees have been identified and appear to have been ignored for years. Tree company has been contacted, UPDATE: Contract signed to remove / trim 9 trees.	COMPLETE
WATER RESERVOIR EXPANSION	MEDIUM / HIGH	Per MDEQ additional water storage is REQUIRED - this item was recommended by the MDEQ in 2018. UPDATE: F&V reviewing financials and eligibility for granting opportunities. UPDATE: Met with F&V to discuss expansion initiative. 40 year loan @ 2.5%(ish) on \$2.5 million loan would cover line upgrade northern loop, reservoir, and 2 new wells. Next steps forthcoming. See rate note below.	IN PROGRESS
WATER RATES	MEDIUM / HIGH	EVALUATION OF WATER RATES UPDATE: F&V UPDATE: Reviewing UPDATE: Met with F&V to discuss expansion initiative. RATES would see less than \$4.00 / month increase for reservoir expansion etc. listed above to cover that project for life of loan.	IN PROGRESS
WATER WELL PROTECTION GRANT	MEDIUM / HIGH	Grant secured by EGLE. Step #2 is to create a new program.	COMPLETE
WATER WELL PROTECTION PROGRAM	MEDIUM / HIGH	We received notice that our grant application was accepted by EGLE. Formal paperwork forthcoming. Ongoing project based on grant and State requirements. Initial meeting was held 12-16-19 with F&V (representative was head of program for State) more to come. UPDATE: Meeting scheduled - March. UPDATE: Met via zoom 6-10-20 (3rd meeting). UPDATE: 7-30-20 Grant submitted.	IN PROGRESS
MARINA BRIDGE	MEDIUM / HIGH	6-17-20 Met onsite regarding marina bridge and continuous trespass of closed bridge. UPDATE: Harbor Master & Manager are recommending the elimination of the pedestrian bridge in next 30 days (July).. This will be before the committee in July. UPDATE: 7-9-20 Committee elevated to VC. Bridge is no longer safe. Removal requested. Blocked off with plywood. UPDATE: 7-30-20 Marina Bridge scheduled for removal.	IN PROGRESS
ARCHITECT - ADA COMPLIANT DECK	MEDIUM / HIGH	Funding retracted by committee. All involved have been notified that project is a no go. No further action to be taken without full VC direction by motion.	INITIATIVE RETRACTED
VILLAGE WATER ORDINANCE	MEDIUM / HIGH	This item has been recommended by the MDEQ in 2018 - Ordinance dated needs attention - F&V to review and provide direction. Contract needed	INITIATED
GPS SERVICES	MEDIUM	There have been several discussion with the vendor working towards a free 30-60 day unit and service. - Wil meet in fall to continue discussions. - UPDATE: Trial period accepted by vendor. BUDGET 2021	IDLE

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MSU EXTENSION PARTNERSHIP	MEDIUM	Master Gardener Coordinator for MSU Extension in Leelanau County. Discussions to explore the possibility of expanding into the village. Several Master Gardener Volunteers living within the village limits or in the vicinity and there is a lot of potential for collaboration on public garden-related projects. 2020 Project UPDATE: Email exchange on 7-28-20 - The Village was asked to identify areas that could benefit from this partnership to begin discussions. MSUE is in lockdown mode.	INITIATED
JEFFERSON STREET PEDESTRIAN COURT	MEDIUM	Temporary Closure for pedestrian use? UPDATE: NEW location to be proposed (trailer parking) following TAP project?	INITIATIVE RETRACTED
PEDESTRIAN SQUARE INITIATIVE	MEDIUM	Boat trailer parking area to be temporarily used as a seating and viewing area. This initiative will replace the Jefferson Street Pedestrian Court initiative. UPDATE: 3-3-20 Meeting with DPW Staff to brainstorm ideas. UPDATE: May 2020: seating area created in trailer parking area & Grove road end.	COMPLETE
PEDESTRIAN SEATING AREAS DOWNTOWN	MEDIUM	\$8,000 Allocated to downtown furniture and bike racks for pedestrian comfort. This will follow an evaluation of the finalized TAP project to determine locations.	COMPLETE
WATERWHEEL PARK	MEDIUM	. UPDATE: RFP and EGLE review needed to determine what we can do to the stream / dam. UPDATE 6-25-20: RCA Contacted regarding consultation on Waterwheel. UPDATE 7-30-20 (See Parks & Recreation Plan update)	IN PROGRESS
VILLAGE STREET - WEIGHT LIMITS	MEDIUM	Vehicles with excess weight damaging Village Streets. Weight limits on numerous roadways including Elm to circumvent unnecessary weight and short cuts by semi-trucks. UPDATE: 9/19 Meeting scheduled with LCRC.	IDLE
PAVING PROJECT - PARK WALKWAY	MEDIUM	South Shore/Suttons Park - create pedestrian circulation, reclaim park from parking area. Angle 20-23 ft. UPDATE: Elmer's proposal recommended to Village Council. UPDATE: Proposal signed - awaiting timing of project.	INITIATED
2% GRANT PARTNERSHIP	MEDIUM	A successful 2% grant application. Looking forward to this partnership with the GTB.	COMPLETE
CHARTER CABLE EXTENSION DPW	MEDIUM	Discussions with Charter on expanding service to the DPW to properly service the WWTP, offices, etc. UPDATE: Charter measured distance 9-19. waiting on cost and timeframe.	COMPLETE
DPW/WWTP CAMERAS	MEDIUM	Researching 50/50 grant	IDLE
US BR 35 RE-ROUTE	MEDIUM	Application complete - See VSB-2020-05 UPDATE: VC consideration 2-17-20 UPDATE: MDOT has reviewed the request and is recommending the change to AASHTO	COMPLETE
RAINGARDENS	MEDIUM	UPDATE; 6-18-20 - Met with Sarah U'Ren on updating raingardens. Direction to improve RG's next week. UPDATE: 7-14-20 Two downtown raingardens updated. Remaining downtown raingardens to be improved in Fall.	INITIATED
VILLAGE WIFI	MEDIUM / LOW	Met with the GTB regarding WIFI for our residents 7-22-19. A proposal is forthcoming.	IDLE
PORT SUTTONS MAINTENANCE AGREEMENT	MEDIUM / LOW	Still learning about this subject	IDLE

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GIS- SHP FILES FROM LEELANAU COUNTY	MEDIUM / LOW	Need this information to build the GIS - UPDATE- F&V obtaining SHP files for Village and Township. Study of lakefront districts to be studied early 2020.	COMPLETE
VIKING CRUISE LINES	MEDIUM / LOW	Discussion at the sub-committee meeting recommended further discussion. UPDATE; 7-30-20- A meeting is anticipated in the next 2 weeks to discuss Vikings intent and desires.	INITIATED
ZONING ORDINANCE	MEDIUM / LOW	The new Ordinance fails to implement "form" as intended. Standards are missing, definitions don't match terminology etc. Previously a HIGH priority downgraded until training for PC occurs.	IDLE
VISITOR BATHROOMS	MEDIUM / LOW	New bathrooms for year round use? Committee did not feel it was a Village goal at this time.	COMPLETE
BAYVIEW ZONING / Development incentives	LOW	This initiative has been retracted until proper training for PC to understand the modifications proposed. UPDATE: A letter is being drafted to send to ALL owners of the project in an effort to eliminate the PUD.	INITIATED
MARINA MASTER PLAN	LOW	The Marina Ordinance is dated and should be updated to prepare it for granting opportunities. EAST side. We should also look to replace the bathrooms as a part of the grant application.	INITIATED
SUTTONS PARK CAMERAS	LOW	GRANT AWARDED - UPDATE: 6-24-20 Met onsite with contractor to determine an implementation strategy and timeframe. UPDATE: 7-29-20 - New pole installed, cable installed, now awaiting camera installation.	IN PROGRESS
M-22 DOWNTOWN STREET CAMERAS	LOW	50/50 grant for Cameras to be granted. Grant Administrator required a decision to be made on 1 of 2 grants. We will proceed with the Suttons Park grant. UPDATE: 7-29-20 - Discussion on subject at COW to strategize and/or budget for 2021.	INITIATED
BAHLE HUT PARK TREE HARVESTING	LOW	Tree cutting or harvesting to be discussed to widen the sledding hill.	IDLE
FERRY INITIATIVE	LOW	Initiative postponed.	POSTPONED
ICE RINK PARK	LOW	Discussions on park partnership have not materialized. Village has questioned if the Township would like to relinquish the park to Village. UPDATE: 7-30-20 - -This subject remains idled however the parcel would be ideal for a dog park in the spring/summer/fall months and ice rink in winter.	IDLE
POLICY - MEMORIALS	LOW	A sub-committee to discuss this issue will be needed to determine a need or direction. UPDATE: :Committee members were looking into this.	IDLE
LAW ENFORCEMENT CONTRACT	LOW	Contract expires at the end of 2020 - Discussions needed for extension UPDATE 6- 11-20- Morgan dropped off a preliminary cost figure for 2021. UPDATE: 7-30-20 - Agreement reached on 2021 contract, awaiting finalized copy.	INITIATED
WWTP OPERATIONS CONTRACT	LOW	SIGNED 2019 UNTIL DECEMBER 2020/ WILL INCREASE IN PRIORITY / EVALUATING STAGE FOR 1 YEAR EXTENSION. UPDATE: 10-2-19 meeting held- informed them that no contract discussion was needed at this time.	IDLE