




VILLAGE OF SUTTONS BAY
COMMITTEE OF THE WHOLE
420 N Front St.
Suttons Bay, MI 49682
Tuesday February 7, 2023 at 8:30 am

For the public wishing to view the meeting using remote attendance, there will also be a Zoom link (which can be found on our website at www.suttonsbayvillage.org). Public participation shall be limited to in-person or via written communication received prior to the meeting.

AGENDA

Call to Order

1. Reports (staff)
 - a. DPW Director Report
 - b. Marina Report
 - c. WWTP Report
 - d. Treasurer Report
2. Additions / Deletions to the Agenda
3. Reports / Communications
4. Committee Member Information / Comments
5. Public Comments (*Please limit remarks to no more than three (3) minutes or less*).
6. Old Business
7. New Business
 - a. Peninsula Housing
 - b. VSB 2023-10 Short Term Rental Committee
 - c. VSB 2023-09 ADU Discussion
8. Public Comments/Written Communication
9. Committee Member Comments
10. Announcements:
11. Adjourn

		DEPARTMENT OF PUBLIC WORKS REPORT DPW -2023- 02	
Prepared:	Feb 2, 2023	Pages:	1 of 1
Meeting:	Feb 07, 2023	Attachments:	None <input checked="" type="checkbox"/>
Subject:	Monthly DPW Updates		

GENERAL SERVICE HIGHLIGHTS

Our staff has been working on maintaining equipment. Some equipment improvements for better material application were completed. In between the snow plowing events, site work improvements are ongoing at the DPW/WWTP property.

Removal of snow stockpiles in town when needed to make room for future snow clearing operations.

Inventories of park supplies, consumables and equipment are almost finished.

Storm drains and culverts will be checked for runoff obstructions. Potential for rain and melt off with the warmer temperatures this week.

UTILITY HIGHLIGHTS

We have received our reports for the Village Water Reliability study from the engineer.

Inspection reports were mailed to us regarding the tank inspections for Port Sutton. Main storage tanks report is nearly completed.

WWTP effluent PFAS sample was collected at the WWTP for analysis in December. The PFAS sampling plan was submitted for review by EGLE on 1/31/23. We should know in a few weeks if any modifications will be needed.

Currently working on historical flow data to spot trends in wet weather and other events and how it impacts of the collections system and WWTP.

Looking at another section of sewer pipeline patching repairs. Estimated to start this spring.

REGULATORY HIGHLIGHTS

EGLE recon site visit to the WWTP on 1/24/23 with myself, Jacobs staff, and two representatives of EGLE. Highlights of the visit were reviewing lab record reporting, capital improvement plans, PFAS discussion, and completed a walk thru inspection.

Annual H2O Pumpage Report was submitted in January.

Cross Connections and C.C.R. will be completed and submitted in February.

Village water supply monthly sample results were all clear.

To: Rob Larrea
Dave Miller

From: Mark Huggard, JACOBS

Date: February 1st, 2023

Copy: Nick Lenzi, JACOBS
Andrew Waldron, JACOBS
Justin Straub, JACOBS

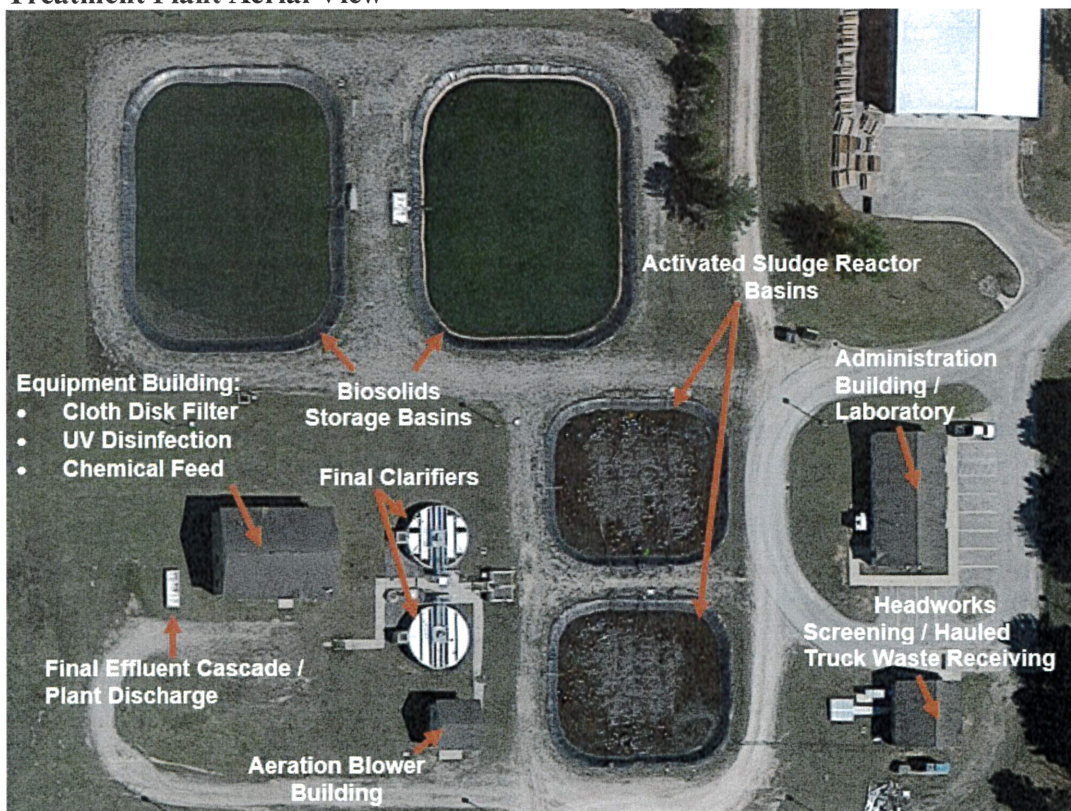
This report describes our activities during the month of January 2022. If there is additional information you would like included in the report, please let us know.

Permit Compliance:

Available lab results for the month of January indicate the facility is in compliance with its National Pollution Discharge Elimination System (NPDES) permit.

Jacobs completed and submitted Decembers' Discharge Monitoring Report (DMR) to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). The facility was in full compliance.

Treatment Plant Aerial View



Operations:

January Flow Report

Average Influent Flow 2022		Million Gallons per day
Average Influent Flow 2021		Million Gallons per day
Total monthly hauled truck waste 2022		Gallons
Total monthly hauled truck waste 2021		Gallons

Headworks building exhaust fan update: We identified a worn fan blade shaft housing as the most likely cause of the premature fan motor failure. As a result of this finding, we replaced the fan blade assembly in conjunction with the motor replacement.

On Tuesday January 24th EGLE staff were onsite to perform their NPDES Compliance Evaluation Inspection (CEI). EGLE performs these inspections periodically on all NPDES permitted facilities. The inspection included a review of monitoring, sampling, and lab records and a tour of the facility and its operations. All areas evaluated were found Satisfactory (meeting NPDES requirements).

EGLE’s Facility Area Evaluation Summary Table from Page 14 of their Inspection Report

Suttons Bay WWTP : 20274

NPDES - Areas Evaluated

Inspector: Jacob Riley

Start Date: 01/23/2023

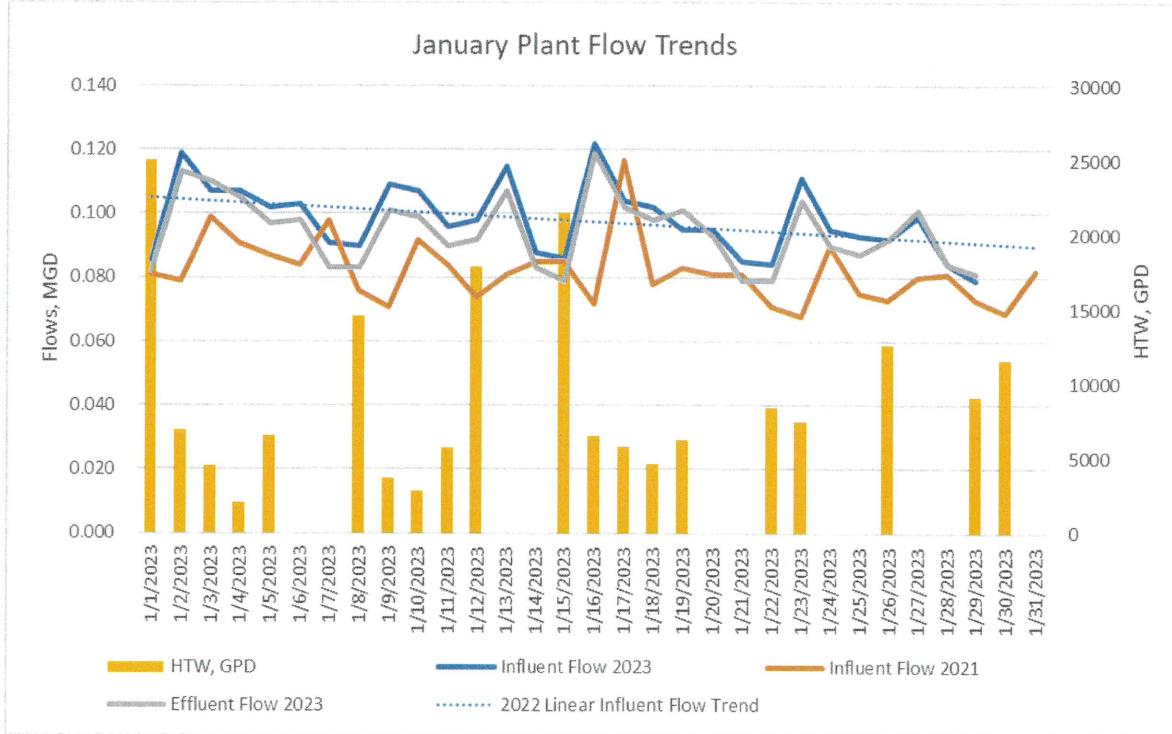
Areas Evaluated	
<i>1. Permit Review</i>	Satisfactory
<i>2. Compliance Schedule</i>	Satisfactory
<i>3. Facility Site Review</i>	Satisfactory
<i>4. Effluent/Receiving Waters</i>	Satisfactory
<i>5. Records/Reporting (Off-site review)</i>	Satisfactory
<i>6. Self-Monitoring Program (On-site review)</i>	Not Evaluated
<i>7. Sample Protocol</i>	Satisfactory
<i>8. Laboratory</i>	Satisfactory
<i>9. Biosolids/Sludge Disposal (Optional)</i>	Satisfactory
<i>10. Flow Measurement (Optional)</i>	Satisfactory
<i>11. Operation & Maintenance (Optional)</i>	Satisfactory
<i>12. Other</i>	Not Applicable

On the Horizon:

- Replace waste activated sludge pump check valve
- Upgrade of fine screen and headworks PLC’s. (Spring 2023)
 - Update: Contractor experiencing extended part lead times.
- Equipment building PLC replacement (2023)
 - Obtaining updated cost.

The following plant flow graph illustrates the facilities current influent and effluent flow trend for the reporting month and the influent flow for the same month of the previous year.

January Plant Flow Trend

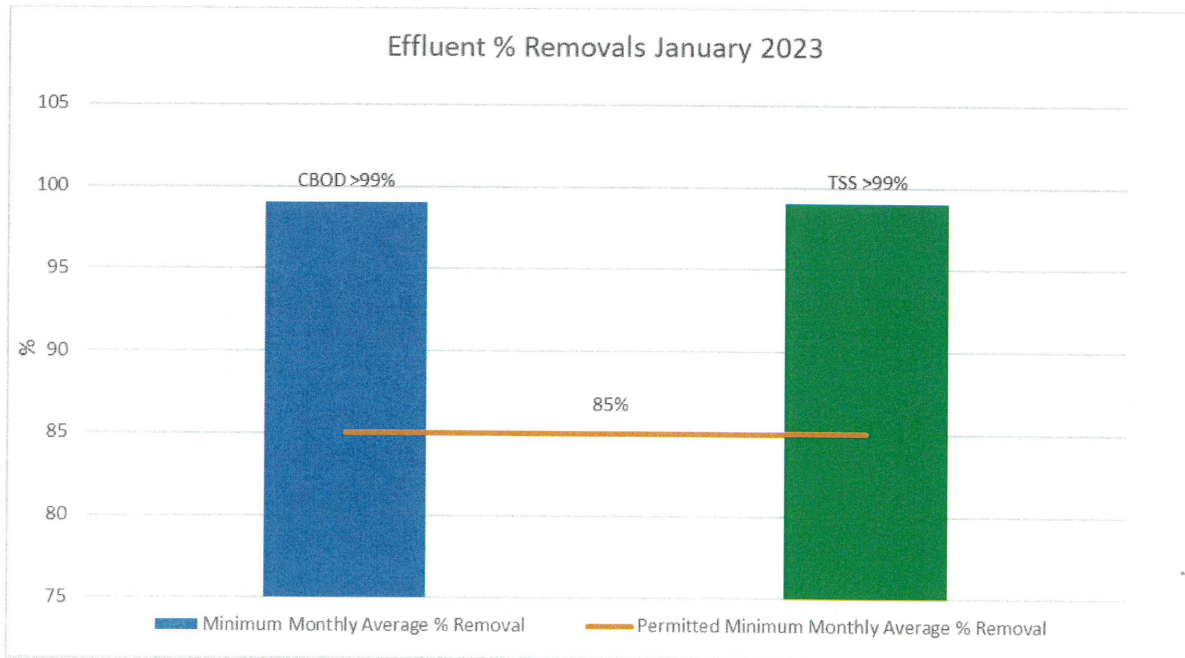
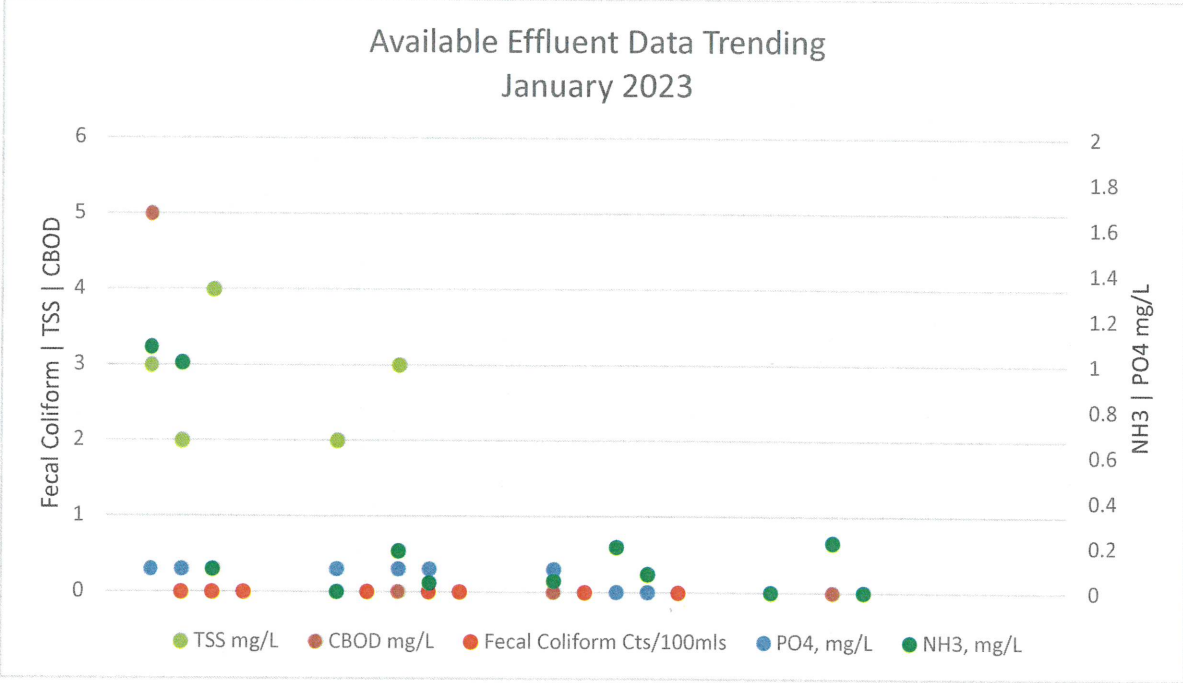


The NPDES permit limits are detailed in the following table. The available lab data for the reporting month is illustrated in the Effluent Permit Data Graph below.

NPDES Permit Limits

Parameters	Monthly average	7-day average
Total Suspended Solids	30 mg/L	45 mg/L
Fecal Coliform	200 counts/100 mLs	400 counts/100 mLs
Carbonaceous Biochemical Oxygen Demand	25 mg/L	40 mg/L
Total Phosphorus, PO4	0.5 mg/L	No Limit
Ammonia, NH3	Report only, no limit	Report only, no limit
CBOD % Minimum Removal	85%	NA
TSS % Minimum Removal	85%	NA

January Effluent Data



Financial Report

Current Month	Jan-23	Comments
Current Month Repairs	\$ 2,125.75	\$2,125.75 - WAS check valve
Current Month Repair Labor Hrs	\$ 6.00	
Current Month Chemicals	\$ -	
Current Month Electricity	\$ 2,083.33	
Current Month Natural Gas	\$ -	
YTD Repairs		
YTD Repairs	\$ 2,125.75	
Repair Budget Remaining (\$6,000 Limit)	\$ 3,874.25	
YTD Repair Labor Hrs		
YTD Repair Labor Hrs	6.00	
Repair Labor Hrs Remaining (Limit 104 hrs)	\$ 98.00	
YTD Chemicals		
YTD Chemicals	\$ -	
Chemical Budget Remaining (\$5,500 Limit)	\$ 8,000.00	
YTD Electricity		
YTD Electricity	\$ -	
Utility Budget Remaining (\$25,000 Limit)	\$ 25,000.00	
YTD Natural Gas		
YTD Natural Gas	\$ -	
Utility Budget Remaining (\$12,000 Limit)	\$ 13,200.00	

Mark Huggard | Jacobs | Project Manager
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 606 Hannah Ave. | Traverse City, MI 49686 | United States

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BDT USED
Fund 101 - General Fund						
Revenues						
101-000-402.000	Current Property Taxes	730,000.00	0.00	0.00	730,000.00	0.00
101-000-404.000	Leased Land Tax Revenue	4,000.00	0.00	0.00	4,000.00	0.00
101-000-410.000	Personal Property Tax Revenue	16,000.00	0.00	0.00	16,000.00	0.00
101-000-476.000	Permits and Fees	5,000.00	750.00	750.00	4,250.00	15.00
101-000-566.000	Grant Revenue	1,250.00	0.00	0.00	1,250.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	3,300.00	0.00	0.00	3,300.00	0.00
101-000-574.000	State Shared Revenue	57,000.00	0.00	0.00	57,000.00	0.00
101-000-577.000	State Revenue-Liquor	3,000.00	0.00	0.00	3,000.00	0.00
101-000-632.000	Bahle Park Rental	1,500.00	25.00	25.00	1,475.00	1.67
101-000-633.100	Motor Vehicle Leases	108,975.00	0.00	0.00	108,975.00	0.00
101-000-665.000	Interest Earnings	2,000.00	0.00	0.00	2,000.00	0.00
TOTAL REVENUES		932,025.00	775.00	775.00	931,250.00	0.08
Expenditures						
101-101-702.000	Administrative Wages	4,175.00	0.00	0.00	4,175.00	0.00
101-101-724.000	Workers Comp	125.00	0.00	0.00	125.00	0.00
101-101-807.000	Audit Fees	3,000.00	0.00	0.00	3,000.00	0.00
101-101-808.000	Employer Relations	1,000.00	0.00	0.00	1,000.00	0.00
101-101-808.100	Consultant Fees	1,580.00	0.00	0.00	1,580.00	0.00
101-101-809.000	Legal Fees	5,000.00	0.00	0.00	5,000.00	0.00
101-101-900.000	Printing & Publishing	200.00	0.00	0.00	200.00	0.00
101-101-910.000	Education & Training	3,000.00	0.00	0.00	3,000.00	0.00
101-101-955.000	Miscellaneous Expense	8,000.00	0.00	0.00	8,000.00	0.00
101-171-702.000	Administrative Wages	25,042.00	0.00	0.00	23,242.96	7.18
101-171-708.000	Unemployment	50.00	1,799.04	1,799.04	50.00	0.00
101-171-709.000	FICA Contribution	1,920.00	126.29	126.29	1,793.71	6.58
101-171-716.000	Retirement Contribution	2,510.00	179.90	179.90	2,330.10	7.17
101-171-718.000	Medical Insurance	4,400.00	270.79	270.79	4,129.21	6.15
101-171-724.000	Workers Comp	308.00	0.00	0.00	308.00	0.00
101-171-725.000	Life Ins AD & D	220.00	0.00	0.00	220.00	0.00
101-171-756.000	Operating Supplies	500.00	0.00	0.00	500.00	0.00
101-171-861.000	Mileage	500.00	0.00	0.00	500.00	0.00
101-171-910.000	Education & Training	2,700.00	0.00	0.00	2,700.00	0.00
101-215-702.000	Administrative Wages	6,540.00	509.28	509.28	6,030.72	7.79
101-215-708.000	Unemployment	65.00	0.00	0.00	65.00	0.00
101-215-709.000	FICA Contribution	500.00	32.41	32.41	467.59	6.48
101-215-716.000	Retirement Contribution	655.00	50.93	50.93	604.07	7.78
101-215-718.000	Medical Insurance	2,040.00	84.15	84.15	1,955.85	4.13
101-215-724.000	Workers Comp	30.00	0.00	0.00	30.00	0.00
101-215-725.000	Life Ins AD & D	78.00	0.00	0.00	78.00	0.00
101-215-752.000	Office Supplies	150.00	0.00	0.00	150.00	0.00
101-215-910.000	Education & Training	2,500.00	1,257.80	1,257.80	1,242.20	50.31
101-253-702.000	Administrative Wages	16,142.00	1,316.99	1,316.99	14,825.01	8.16
101-253-708.000	Unemployment	162.00	0.00	0.00	162.00	0.00
101-253-709.000	FICA Contribution	1,240.00	99.38	99.38	1,140.62	8.01
101-253-716.000	Retirement Contribution	1,615.00	131.69	131.69	1,483.31	8.15
101-253-718.000	Medical Insurance	1,900.00	9.10	9.10	1,890.90	0.48
101-253-724.000	Workers Comp	65.00	0.00	0.00	65.00	0.00
101-253-725.000	Life Ins AD & D	190.00	0.00	0.00	190.00	0.00
101-253-752.000	Office Supplies	500.00	0.00	0.00	500.00	0.00
101-253-756.000	Operating Supplies	800.00	0.00	0.00	800.00	0.00
101-253-801.000	Contractual Services	500.00	0.00	0.00	500.00	0.00
101-253-910.000	Education & Training	2,500.00	0.00	0.00	2,500.00	0.00
101-265-702.000	Administrative Wages	6,025.00	0.00	0.00	6,025.00	0.00

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BDCGT USED
Fund 101 - General Fund						
Expenditures						
101-265-702.300	WAGES	0.00	444.44	444.44	(444.44)	100.00
101-265-708.000	Unemployment	3.00	0.00	0.00	3.00	0.00
101-265-709.000	FICA Contribution	470.00	34.00	34.00	436.00	7.23
101-265-716.000	Retirement Contribution	620.00	44.43	44.43	575.57	7.17
101-265-724.000	Workers Comp	3.00	0.00	0.00	3.00	0.00
101-265-752.000	Office Supplies	8,000.00	977.44	977.44	7,022.56	12.22
101-265-801.000	Contractual Services	7,500.00	0.00	0.00	7,500.00	0.00
101-265-809.000	Legal Fees	10,000.00	0.00	0.00	10,000.00	0.00
101-265-850.000	Telephones	5,500.00	174.50	174.50	5,325.50	3.17
101-265-851.000	Postage Exp	2,150.00	18.24	18.24	2,131.76	0.85
101-265-900.000	Printing & Publishing	1,600.00	0.00	0.00	1,600.00	0.00
101-265-920.000	Utilities - Electric	2,500.00	195.00	195.00	2,305.00	7.80
101-265-921.000	Utilities - Gas	2,000.00	0.00	0.00	2,000.00	0.00
101-265-931.000	Repair & Maintenance	500.00	0.00	0.00	500.00	0.00
101-265-935.000	Insurance	7,500.00	0.00	0.00	7,500.00	0.00
101-345-801.000	Miscellaneous Expense	1,000.00	0.00	0.00	1,000.00	0.00
101-345-801.000	Contractual Services	85,475.00	0.00	0.00	85,475.00	0.00
101-345-955.000	Miscellaneous Expense	1,500.00	0.00	0.00	1,500.00	0.00
101-345-970.000	Equipment/Vehicle Rent	6,000.00	0.00	0.00	6,000.00	0.00
101-441-702.000	Administrative Wages	18,500.00	1,364.71	1,364.71	17,135.29	7.38
101-441-702.300	Wages	6,200.00	508.73	508.73	5,691.27	8.21
101-441-708.000	Unemployment	100.00	0.00	0.00	100.00	0.00
101-441-709.000	FICA Contribution	2,000.00	131.36	131.36	1,868.64	6.57
101-441-716.000	Retirement Contribution	2,500.00	187.36	187.36	2,312.64	7.49
101-441-718.000	Medical Insurance	4,850.00	369.67	369.67	4,480.33	7.62
101-441-724.000	Workers Comp	300.00	0.00	0.00	300.00	0.00
101-441-725.000	Life Ins AD & D	250.00	0.00	0.00	250.00	0.00
101-441-752.000	Office Supplies	200.00	0.00	0.00	200.00	0.00
101-441-756.000	Operating Supplies	1,500.00	99.21	99.21	1,400.79	6.61
101-441-801.000	Contractual Services	1,000.00	0.00	0.00	1,000.00	0.00
101-441-810.000	Rentals	2,800.00	110.00	110.00	2,690.00	3.93
101-441-850.000	Telephones	2,400.00	0.00	0.00	2,400.00	0.00
101-441-910.000	Education & Training	1,500.00	0.00	0.00	1,500.00	0.00
101-441-919.000	Waste Removal	13,000.00	292.04	292.04	12,707.96	2.25
101-441-925.000	Hydrant Rental Fee	25,000.00	0.00	0.00	25,000.00	0.00
101-441-931.000	Repair & Maintenance	10,000.00	0.00	0.00	10,000.00	0.00
101-441-965.400	Tr to 591 Fund	1,800.00	0.00	0.00	1,800.00	0.00
101-441-965.500	Equipment/Vehicle Rent	5,000.00	0.00	0.00	5,000.00	0.00
101-441-970.000	Administrative Wages	2,775.00	0.00	0.00	2,775.00	0.00
101-443-702.300	Wages	14,655.00	1,061.05	1,061.05	13,593.95	7.24
101-443-708.000	Unemployment	23,000.00	1,884.41	1,884.41	21,115.59	8.19
101-443-709.000	FICA Contribution	1,900.00	0.00	0.00	1,900.00	0.00
101-443-716.000	Retirement Contribution	2,800.00	206.89	206.89	2,593.11	7.39
101-443-718.000	Medical Insurance	3,700.00	294.56	294.56	3,405.44	7.96
101-443-724.000	Workers Comp	8,500.00	608.48	608.48	7,891.52	7.16
101-443-725.000	Life Ins AD & D	780.00	0.00	0.00	780.00	0.00
101-443-751.000	Safety Equipment	450.00	0.00	0.00	450.00	0.00
101-443-756.000	Operating Supplies	1,650.00	0.00	0.00	1,650.00	0.00
101-443-759.000	Gas Purchases	7,000.00	1,257.44	1,257.44	5,742.56	17.96
101-443-920.000	Utilities - Electric	19,000.00	0.00	0.00	19,000.00	0.00
101-443-921.000	Utilities - Gas	3,000.00	203.47	203.47	2,796.53	6.78
101-443-931.000	Repair & Maintenance	4,500.00	0.00	0.00	4,500.00	0.00
101-443-931.700	Equipment Maintenance	1,500.00	0.00	0.00	1,500.00	0.00
101-443-932.000	Vehicle Maintenance	8,000.00	0.00	0.00	8,000.00	0.00
101-443-935.000	Insurance	6,000.00	219.77	219.77	5,780.23	3.66
		8,500.00	0.00	0.00	8,500.00	0.00

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BDT USED
Fund 101 - General Fund						
Expenditures						
101-448-920.000	Utilities - Electric	14,500.00	996.25	996.25	13,503.75	6.87
101-701-702.000	Administrative Wages	22,495.00	1,231.60	1,231.60	21,263.40	5.47
101-701-702.300	Wages	21,000.00	759.45	759.45	20,240.55	3.62
101-701-702.500	SEASONAL WAGES	4,825.00	0.00	0.00	4,825.00	0.00
101-701-702.600	Wages - ZBA	850.00	0.00	0.00	850.00	0.00
101-701-708.000	Unemployment	550.00	0.00	0.00	550.00	0.00
101-701-709.000	FICA Contribution	2,100.00	0.00	0.00	2,100.00	0.00
101-701-716.000	Retirement Contribution	2,250.00	167.59	167.59	2,082.41	7.45
101-701-718.000	Medical Insurance	2,550.00	194.35	194.35	2,355.65	7.62
101-701-724.000	Workers Comp	140.00	0.00	0.00	140.00	0.00
101-701-725.000	Life Ins AD & D	250.00	0.00	0.00	250.00	0.00
101-701-752.000	Office Supplies	700.00	0.00	0.00	700.00	0.00
101-701-801.000	Contractual Services	6,000.00	0.00	0.00	6,000.00	0.00
101-701-804.000	Professional Planning Service	5,000.00	0.00	0.00	5,000.00	0.00
101-701-804.100	Zoning Ordinance - Planning	15,000.00	0.00	0.00	15,000.00	0.00
101-701-809.000	Legal Fees	4,000.00	0.00	0.00	4,000.00	0.00
101-701-851.000	Postage Exp	500.00	0.00	0.00	500.00	0.00
101-701-900.000	Printing & Publishing	5,000.00	0.00	0.00	5,000.00	0.00
101-701-910.000	Education & Training	2,250.00	0.00	0.00	2,250.00	0.00
101-751-702.000	Administrative Wages	11,000.00	890.69	890.69	10,109.31	8.10
101-751-702.300	Wages	37,000.00	2,869.09	2,869.09	34,130.91	7.75
101-751-708.000	Unemployment	125.00	0.00	0.00	125.00	0.00
101-751-709.000	FICA Contribution	3,200.00	261.71	261.71	2,938.29	8.18
101-751-716.000	Retirement Contribution	4,600.00	375.96	375.96	4,224.04	8.17
101-751-718.000	Medical Insurance	10,100.00	728.75	728.75	9,371.25	7.22
101-751-724.000	Workers Comp	836.00	0.00	0.00	836.00	0.00
101-751-725.000	Life Ins AD & D	650.00	0.00	0.00	650.00	0.00
101-751-756.000	Operating Supplies	7,500.00	0.00	0.00	7,500.00	0.00
101-751-801.000	Contractual Services	13,000.00	0.00	0.00	13,000.00	0.00
101-751-810.000	Rentals	2,800.00	220.00	220.00	2,580.00	7.86
101-751-850.000	Telephones	1,500.00	109.98	109.98	1,390.02	7.33
101-751-920.000	Utilities - Electric	4,200.00	244.80	244.80	3,955.20	5.83
101-751-921.000	Utilities - Gas	1,500.00	0.00	0.00	1,500.00	0.00
101-751-924.000	Sewer & Water Fees	15,000.00	0.00	0.00	15,000.00	0.00
101-751-931.000	Repair & Maintenance	7,000.00	0.00	0.00	7,000.00	0.00
101-751-935.000	WATERHEEL PARK PROJECT	10,000.00	0.00	0.00	10,000.00	0.00
101-751-970.000	Insurance	500.00	0.00	0.00	500.00	0.00
101-751-974.000	Equipment/Vehicle Rent	15,875.00	0.00	0.00	15,875.00	0.00
101-999-965.200	Capital Improvements	20,400.00	0.00	0.00	20,400.00	0.00
101-999-965.300	Tr to 202 Fund	90,000.00	0.00	0.00	90,000.00	0.00
101-999-965.500	Tr to 402 Fund	80,000.00	0.00	0.00	80,000.00	0.00
101-999-965.600	Tr to 402 Fund	140,100.00	0.00	0.00	140,100.00	0.00
TOTAL EXPENDITURES		1,054,204.00	25,745.71	25,745.71	1,028,458.29	2.44
Fund 101 - General Fund:						
TOTAL REVENUES		932,025.00	775.00	775.00	931,250.00	0.08
TOTAL EXPENDITURES		1,054,204.00	25,745.71	25,745.71	1,028,458.29	2.44
NET OF REVENUES & EXPENDITURES		(122,179.00)	(24,970.71)	(24,970.71)	(97,208.29)	20.44

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 202 - Major Street						
Revenues						
202-000-574.000	State Shared Revenue	94,000.00	0.00	0.00	94,000.00	0.00
202-000-665.000	Interest Earnings	500.00	0.00	0.00	500.00	0.00
202-000-691.000	Contributions - Other Funds	90,000.00	0.00	0.00	90,000.00	0.00
202-000-692.000	Contrib fr Gov Units - County	32,500.00	0.00	0.00	32,500.00	0.00
TOTAL REVENUES		217,000.00	0.00	0.00	217,000.00	0.00
Expenditures						
202-000-702.000	Administrative Wages	17,000.00	1,279.25	1,279.25	15,720.75	7.53
202-000-702.300	Wages	35,000.00	2,884.90	2,884.90	32,115.10	8.24
202-000-708.000	Unemployment	2,800.00	0.00	0.00	2,800.00	0.00
202-000-709.000	FICA Contribution	4,000.00	288.91	288.91	3,711.09	7.22
202-000-716.000	Retirement Contribution	5,200.00	416.41	416.41	4,783.59	8.01
202-000-718.000	Medical Insurance	12,500.00	905.14	905.14	11,594.86	7.24
202-000-724.000	Workers Comp	2,100.00	0.00	0.00	2,100.00	0.00
202-000-725.000	Life Ins AD & D	650.00	0.00	0.00	650.00	0.00
202-000-756.000	Operating Supplies	6,000.00	0.00	0.00	6,000.00	0.00
202-000-801.000	Contractual Services	20,000.00	0.00	0.00	20,000.00	0.00
202-000-802.000	Engineering Services	2,000.00	0.00	0.00	2,000.00	0.00
202-000-807.000	Audit Fees	600.00	0.00	0.00	600.00	0.00
202-000-931.000	Repair & Maintenance	17,100.00	0.00	0.00	17,100.00	0.00
202-000-934.000	Sidewalks	15,000.00	0.00	0.00	15,000.00	0.00
202-000-935.000	Insurance	500.00	0.00	0.00	500.00	0.00
202-000-965.000	Contributions to Other Funds	2,855.00	0.00	0.00	2,855.00	0.00
202-000-970.000	Equipment/Vehicle Rent	35,600.00	0.00	0.00	35,600.00	0.00
202-000-974.000	Capital Improvements	122,000.00	0.00	0.00	122,000.00	0.00
TOTAL EXPENDITURES		300,905.00	5,774.61	5,774.61	295,130.39	1.92
Fund 202 - Major Street:						
TOTAL REVENUES		217,000.00	0.00	0.00	217,000.00	0.00
TOTAL EXPENDITURES		300,905.00	5,774.61	5,774.61	295,130.39	1.92
NET OF REVENUES & EXPENDITURES		(83,905.00)	(5,774.61)	(5,774.61)	(78,130.39)	6.88

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BDCY USED
Fund 203 - Local Street Fund						
Revenues						
203-000-574.000	State Shared Revenue	59,000.00	0.00	0.00	59,000.00	0.00
203-000-665.000	Interest Earnings	200.00	0.00	0.00	200.00	0.00
203-000-691.000	Contributions - Other Funds	80,000.00	0.00	0.00	80,000.00	0.00
TOTAL REVENUES		139,200.00	0.00	0.00	139,200.00	0.00
Expenditures						
203-000-702.000	Administrative Wages	8,900.00	1,279.31	1,279.31	7,620.69	14.37
203-000-702.300	Wages	34,100.00	2,753.27	2,753.27	31,346.73	8.07
203-000-708.000	Unemployment	1,000.00	0.00	0.00	1,000.00	0.00
203-000-709.000	FTCA Contribution	3,400.00	280.36	280.36	3,119.64	8.25
203-000-716.000	Retirement Contribution	4,300.00	403.30	403.30	3,896.70	9.38
203-000-718.000	Medical Insurance	12,000.00	874.31	874.31	11,125.69	7.29
203-000-724.000	Workers Comp	1,785.00	0.00	0.00	1,785.00	0.00
203-000-725.000	Life Ins AD & D	650.00	0.00	0.00	650.00	0.00
203-000-756.000	Operating Supplies	4,500.00	0.00	0.00	4,500.00	0.00
203-000-801.000	Contractual Services	8,000.00	0.00	0.00	8,000.00	0.00
203-000-802.000	Engineering Services	2,000.00	0.00	0.00	2,000.00	0.00
203-000-807.000	Audit Fees	600.00	0.00	0.00	600.00	0.00
203-000-931.000	Repair & Maintenance	15,400.00	0.00	0.00	15,400.00	0.00
203-000-934.000	Sidewalks	25,000.00	0.00	0.00	25,000.00	0.00
203-000-935.000	Insurance	425.00	0.00	0.00	425.00	0.00
203-000-965.600	Tx to 402 Fund	2,855.00	0.00	0.00	2,855.00	0.00
203-000-970.000	Equipment/Vehicle Rent	29,050.00	0.00	0.00	29,050.00	0.00
203-000-974.000	Capital Improvements	62,000.00	0.00	0.00	62,000.00	0.00
TOTAL EXPENDITURES		215,965.00	5,590.55	5,590.55	210,374.45	2.59

Fund 203 - Local Street Fund:						
TOTAL REVENUES		139,200.00	0.00	0.00	139,200.00	0.00
TOTAL EXPENDITURES		215,965.00	5,590.55	5,590.55	210,374.45	2.59
NET OF REVENUES & EXPENDITURES		(76,765.00)	(5,590.55)	(5,590.55)	(71,174.45)	7.28

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BDCY USED
Fund 248 - DDA Fund						
Revenues						
248-000-403.000	CAPTURED TAX REVENUE	30,000.00	0.00	0.00	30,000.00	0.00
248-000-665.000	Interest Earnings	10.00	0.00	0.00	10.00	0.00
TOTAL REVENUES						
		30,010.00	0.00	0.00	30,010.00	0.00
Expenditures						
248-000-702.000	Administrative Wages	3,200.00	240.83	240.83	2,959.17	7.53
248-000-708.000	Unemployment	25.00	0.00	0.00	25.00	0.00
248-000-709.000	FICA Contribution	245.00	16.92	16.92	228.08	6.91
248-000-716.000	Retirement Contribution	320.00	24.08	24.08	295.92	7.53
248-000-718.000	Medical Insurance	400.00	27.55	27.55	372.45	6.89
248-000-724.000	Workers Comp	50.00	0.00	0.00	50.00	0.00
248-000-725.000	Life Ins AD & D	45.00	0.00	0.00	45.00	0.00
248-000-752.000	Office Supplies	100.00	0.00	0.00	100.00	0.00
248-000-756.000	Operating Supplies	170.00	0.00	0.00	170.00	0.00
248-000-801.000	Contractual Services	1,000.00	0.00	0.00	1,000.00	0.00
248-000-807.000	Audit Fees	250.00	0.00	0.00	250.00	0.00
248-000-809.000	Legal Fees	3,000.00	0.00	0.00	3,000.00	0.00
248-000-851.000	Postage Exp	50.00	0.00	0.00	50.00	0.00
248-000-900.000	Printing & Publishing	1,000.00	0.00	0.00	1,000.00	0.00
TOTAL EXPENDITURES						
		9,855.00	309.38	309.38	9,545.62	3.14

Fund 248 - DDA Fund:
 TOTAL REVENUES 30,010.00
 TOTAL EXPENDITURES 9,855.00
 NET OF REVENUES & EXPENDITURES 20,155.00

30,010.00	0.00	0.00	30,010.00	0.00
9,855.00	309.38	309.38	9,545.62	3.14
20,155.00	(309.38)	(309.38)	20,464.38	1.54

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BDC USED
Fund 402 - Property Replacement Fund						
Revenues						
402-000-665.000	Interest Earnings	300.00	0.00	0.00	300.00	0.00
402-000-691.000	Contributions - Other Funds	176,050.00	0.00	0.00	176,050.00	0.00
TOTAL REVENUES		176,350.00	0.00	0.00	176,350.00	0.00
Expenditures						
402-000-974.000	Capital Improvements	70,000.00	0.00	0.00	70,000.00	0.00
TOTAL EXPENDITURES		70,000.00	0.00	0.00	70,000.00	0.00
Fund 402 - Property Replacement Fund:						
TOTAL REVENUES		176,350.00	0.00	0.00	176,350.00	0.00
TOTAL EXPENDITURES		70,000.00	0.00	0.00	70,000.00	0.00
NET OF REVENUES & EXPENDITURES		106,350.00	0.00	0.00	106,350.00	0.00

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BUDGT USED
Fund 590 - Sewer Fund						
Revenues						
590-000-476.000	Permits and Fees	5,500.00	0.00	0.00	5,500.00	0.00
590-000-566.000	Grant Revenue	1,250.00	0.00	0.00	1,250.00	0.00
590-000-600.000	Charge for Services	140,000.00	8,962.05	8,962.05	131,037.95	6.40
590-000-628.000	RIS Fees	113,800.00	9,834.21	9,834.21	103,965.79	8.64
590-000-629.000	Waste Hauler Fees	92,000.00	9,650.10	9,650.10	82,349.90	10.49
590-000-630.000	Capital Charge	163,000.00	13,937.65	13,937.65	149,062.35	8.55
590-000-659.000	Penalties	1,300.00	271.75	271.75	1,028.25	20.90
590-000-665.000	Interest Earnings	1,750.00	0.00	0.00	1,750.00	0.00
590-000-691.600	Contributions -Fr GF - Parks	10,000.00	0.00	0.00	10,000.00	0.00
590-000-691.800	Contributions -Fr Marina Fund	10,000.00	0.00	0.00	10,000.00	0.00
590-000-691.900	Contrib - GF - Public Works	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL REVENUES		543,600.00	42,655.76	42,655.76	500,944.24	7.85
Expenditures						
590-537-702.000	Administrative Wages	41,000.00	3,167.81	3,167.81	37,832.19	7.73
590-537-702.300	Wages	29,000.00	2,328.99	2,328.99	26,671.01	8.03
590-537-708.000	Unemployment	2,500.00	0.00	0.00	2,500.00	0.00
590-537-709.000	FTCA Contribution	5,000.00	387.71	387.71	4,612.29	7.75
590-537-716.000	Retirement Contribution	7,000.00	549.68	549.68	6,450.32	7.85
590-537-718.000	Medical Insurance	12,500.00	874.09	874.09	11,625.91	6.99
590-537-724.000	Workers Comp	780.00	0.00	0.00	780.00	0.00
590-537-725.000	Life Ins AD & D	725.00	0.00	0.00	725.00	0.00
590-537-751.000	Safety Equipment	2,000.00	0.00	0.00	2,000.00	0.00
590-537-752.000	Office Supplies	200.00	0.00	0.00	200.00	0.00
590-537-756.000	Operating Supplies	6,500.00	1,363.67	1,363.67	5,136.33	20.98
590-537-801.000	Contractual Services	2,500.00	0.00	0.00	2,500.00	0.00
590-537-807.000	Audit Fees	2,600.00	0.00	0.00	2,600.00	0.00
590-537-809.000	Legal Fees	750.00	0.00	0.00	750.00	0.00
590-537-850.000	Telephones	6,000.00	344.06	344.06	5,655.94	5.73
590-537-851.000	Postage Exp	1,500.00	100.00	100.00	1,400.00	6.67
590-537-900.000	Printing & Publishing	50.00	0.00	0.00	50.00	0.00
590-537-910.000	Education & Training	10,600.00	910.99	910.99	9,689.01	8.59
590-537-920.000	Utilities - Electric	2,500.00	0.00	0.00	2,500.00	0.00
590-537-921.000	Utilities - Gas	2,500.00	0.00	0.00	2,500.00	0.00
590-537-931.000	Repair & Maintenance	37,500.00	0.00	0.00	37,500.00	0.00
590-537-935.000	Insurance	550.00	0.00	0.00	550.00	0.00
590-537-965.600	Tr to 402 Fund	13,725.00	0.00	0.00	13,725.00	0.00
590-537-968.000	Depreciation	70,000.00	0.00	0.00	70,000.00	0.00
590-537-970.000	Equipment/Vehicle Rent	7,050.00	0.00	0.00	7,050.00	0.00
590-537-974.000	Capital Improvements	80,000.00	0.00	0.00	80,000.00	0.00
590-538-702.000	Administrative Wages	20,000.00	1,509.97	1,509.97	18,490.03	7.55
590-538-702.300	Wages	11,000.00	906.48	906.48	10,093.52	8.24
590-538-709.000	Unemployment	1,560.00	0.00	0.00	1,560.00	0.00
590-538-716.000	FTCA Contribution	2,400.00	170.86	170.86	2,229.14	7.12
590-538-718.000	Retirement Contribution	3,100.00	241.65	241.65	2,858.35	7.80
590-538-724.000	Medical Insurance	6,250.00	319.27	319.27	5,930.73	5.11
590-538-724.000	Workers Comp	445.00	0.00	0.00	445.00	0.00
590-538-725.000	Life Ins AD & D	327.00	0.00	0.00	327.00	0.00
590-538-751.000	Safety Equipment	1,500.00	0.00	0.00	1,500.00	0.00
590-538-756.000	Operating Supplies	3,000.00	147.66	147.66	2,852.34	4.92
590-538-757.000	Lab Analysis	8,000.00	0.00	0.00	8,000.00	0.00
590-538-801.000	Contractual Services	189,000.00	14,437.83	14,437.83	174,562.17	7.64
590-538-801.300	Janitorial Service	500.00	0.00	0.00	500.00	0.00
590-538-802.000	Engineering Services	5,000.00	0.00	0.00	5,000.00	0.00

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 590 - Sewer Fund						
Expenditures						
590-538-831.000	Permit and Fee Expenditures	3,500.00	1,950.00	1,950.00	1,550.00	55.71
590-538-850.000	Telephones	4,500.00	410.78	410.78	4,089.22	9.13
590-538-851.000	Postage Exp	50.00	0.00	0.00	50.00	0.00
590-538-930.000	Buildings and Grounds Maint	2,500.00	0.00	0.00	2,500.00	0.00
590-538-931.000	Repair & Maintenance	16,000.00	0.00	0.00	16,000.00	0.00
590-538-931.600	Chemical Feed Equip	2,000.00	0.00	0.00	2,000.00	0.00
590-538-935.000	Insurance	650.00	0.00	0.00	650.00	0.00
590-538-968.000	Depreciation	113,575.00	0.00	0.00	113,575.00	0.00
590-538-969.000	Amortize Bond Issue Costs	3,750.00	0.00	0.00	3,750.00	0.00
590-538-970.000	Equipment/Vehicle Rent	2,150.00	0.00	0.00	2,150.00	0.00
590-538-977.000	Capital Improvements - Equipm	40,000.00	0.00	0.00	40,000.00	0.00
590-538-991.200	Payment on Loans	120,000.00	0.00	0.00	120,000.00	0.00
590-538-992.000	Interest Expense	11,500.00	0.00	0.00	11,500.00	0.00
TOTAL EXPENDITURES		915,287.00	30,121.50	30,121.50	885,165.50	3.29

Fund 590 - Sewer Fund:						
TOTAL REVENUES		543,600.00	42,655.76	42,655.76	500,944.24	7.85
TOTAL EXPENDITURES		915,287.00	30,121.50	30,121.50	885,165.50	3.29
NET OF REVENUES & EXPENDITURES		(371,687.00)	12,534.26	12,534.26	(384,221.26)	3.37

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BUDGT USED
Fund 591 - Water Fund						
Revenues						
591-000-476.000	Permits and Fees	500.00	441.12	441.12	58.88	88.22
591-000-600.000	Charge for Services	76,000.00	3,235.98	3,235.98	72,764.02	4.26
591-000-628.000	RTS Fees	62,000.00	5,375.98	5,375.98	56,624.02	8.67
591-000-630.000	Capital Charge	55,000.00	4,717.28	4,717.28	50,282.72	8.58
591-000-633.000	Hydrant Rental	25,000.00	0.00	0.00	25,000.00	0.00
591-000-659.000	Penalties	600.00	103.92	103.92	496.08	17.32
591-000-665.000	Interest Earnings	120.00	0.00	0.00	120.00	0.00
591-000-691.600	Contributions -Fr GF - Parks	5,000.00	0.00	0.00	5,000.00	0.00
591-000-691.800	Contributions -Fr Marina Fund	5,000.00	0.00	0.00	5,000.00	0.00
591-000-691.900	Contrib - GF - Public Works	1,800.00	0.00	0.00	1,800.00	0.00
TOTAL REVENUES						
		231,020.00	13,874.28	13,874.28	217,145.72	6.01


GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BUDGT USED
Expenditures						
591-000-702.000	Administrative Wages	49,000.00	3,738.25	3,738.25	45,261.75	7.63
591-000-702.300	Wages	38,000.00	3,064.02	3,064.02	34,935.98	8.06
591-000-708.000	Unemployment	3,400.00	0.00	0.00	3,400.00	0.00
591-000-709.000	FICA Contribution	6,700.00	480.69	480.69	6,219.31	7.17
591-000-716.000	Retirement Contribution	8,700.00	680.23	680.23	8,019.77	7.82
591-000-718.000	Medical Insurance	15,200.00	1,286.29	1,286.29	13,913.71	8.46
591-000-724.000	Workers Comp	1,400.00	0.00	0.00	1,400.00	0.00
591-000-725.000	Life Ins AD & D	910.00	0.00	0.00	910.00	0.00
591-000-751.000	Safety Equipment	2,000.00	0.00	0.00	2,000.00	0.00
591-000-752.000	Office Supplies	300.00	0.00	0.00	300.00	0.00
591-000-756.000	Operating Supplies	13,000.00	609.16	609.16	12,390.84	4.69
591-000-757.000	Lab Analysis	6,000.00	0.00	0.00	6,000.00	0.00
591-000-801.000	Contractual Services	4,000.00	0.00	0.00	4,000.00	0.00
591-000-802.000	Engineering Services	8,000.00	0.00	0.00	8,000.00	0.00
591-000-807.000	Audit Fees	2,500.00	0.00	0.00	2,500.00	0.00
591-000-809.000	Legal Fees	1,000.00	0.00	0.00	1,000.00	0.00
591-000-850.000	Telephones	2,900.00	130.15	130.15	2,769.85	4.49
591-000-851.000	Postage Exp	1,800.00	100.00	100.00	1,700.00	5.56
591-000-900.000	Printing & Publishing	600.00	0.00	0.00	600.00	0.00
591-000-910.000	Education & Training	3,000.00	0.00	0.00	3,000.00	0.00
591-000-920.000	Utilities - Electric	11,500.00	1,413.84	1,413.84	10,086.16	12.29
591-000-921.000	Utilities - Gas	1,000.00	0.00	0.00	1,000.00	0.00
591-000-931.000	Repair & Maintenance	22,500.00	0.00	0.00	22,500.00	0.00
591-000-935.000	Insurance	1,200.00	0.00	0.00	1,200.00	0.00
591-000-955.000	Miscellaneous Expense	200.00	0.00	0.00	200.00	0.00
591-000-965.600	Tr to 402 Fund	13,725.00	0.00	0.00	13,725.00	0.00
591-000-968.000	Depreciation	37,625.00	0.00	0.00	37,625.00	0.00
591-000-970.000	Equipment/Vehicle Rent	11,025.00	0.00	0.00	11,025.00	0.00
591-000-974.000	Capital Improvements	20,000.00	0.00	0.00	20,000.00	0.00
TOTAL EXPENDITURES						
		287,185.00	11,502.63	11,502.63	275,682.37	4.01

Fund 591 - Water Fund:						
TOTAL REVENUES	231,020.00	13,874.28	13,874.28	217,145.72	6.01	
TOTAL EXPENDITURES	287,185.00	11,502.63	11,502.63	275,682.37	4.01	
NET OF REVENUES & EXPENDITURES	(56,165.00)	2,371.65	2,371.65	(58,536.65)	4.22	

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BDCY USED
Fund 594 - Marina Fund						
Revenues						
594-000-631.000	Pump outs	2,500.00	0.00	0.00	2,500.00	0.00
594-000-642.000	Gas Sales	140,000.00	0.00	0.00	140,000.00	0.00
594-000-642.100	Gas Sales - Tax Exempt	1,500.00	0.00	0.00	1,500.00	0.00
594-000-646.000	Sale of Ice	1,500.00	0.00	0.00	1,500.00	0.00
594-000-649.000	Waiting List	2,500.00	3,750.00	3,750.00	(1,250.00)	150.00
594-000-653.000	Transient Fees	95,000.00	0.00	0.00	95,000.00	0.00
594-000-653.100	Marina Day Use	2,000.00	0.00	0.00	2,000.00	0.00
594-000-654.000	Slip Fees	300,000.00	311,309.00	311,309.00	(11,309.00)	103.77
594-000-665.000	Interest Earnings	1,000.00	0.00	0.00	1,000.00	0.00
TOTAL REVENUES		546,000.00	315,059.00	315,059.00	230,941.00	57.70
Expenditures						
594-000-702.000	Administrative Wages	26,500.00	2,041.86	2,041.86	24,458.14	7.71
594-000-702.300	Wages	66,600.00	5,220.91	5,220.91	61,379.09	7.84
594-000-702.500	SEASONAL WAGES	40,000.00	0.00	0.00	40,000.00	0.00
594-000-708.000	Unemployment	2,000.00	0.00	0.00	2,000.00	0.00
594-000-709.000	PTCA Contribution	10,500.00	524.22	524.22	9,975.78	4.99
594-000-716.000	Retirement Contribution	9,400.00	726.26	726.26	8,673.74	7.73
594-000-718.000	Medical Insurance	16,500.00	1,139.10	1,139.10	15,360.90	6.90
594-000-724.000	Workers Comp	2,700.00	0.00	0.00	2,700.00	0.00
594-000-725.000	Life Ins AD & D	1,300.00	0.00	0.00	1,300.00	0.00
594-000-756.000	Operating Supplies	8,000.00	0.00	0.00	8,000.00	0.00
594-000-759.000	Gas Purchases	123,000.00	0.00	0.00	123,000.00	0.00
594-000-760.000	Sales Tax	5,000.00	0.00	0.00	5,000.00	0.00
594-000-763.000	Ice Purchases	1,300.00	0.00	0.00	1,300.00	0.00
594-000-767.000	Uniforms	1,000.00	0.00	0.00	1,000.00	0.00
594-000-801.000	Contractual Services	7,000.00	0.00	0.00	7,000.00	0.00
594-000-802.000	Engineering Services	2,000.00	0.00	0.00	2,000.00	0.00
594-000-807.000	Audit Fees	900.00	0.00	0.00	900.00	0.00
594-000-809.000	Legal Fees	1,000.00	0.00	0.00	1,000.00	0.00
594-000-810.000	Rentals	7,800.00	0.00	0.00	7,800.00	0.00
594-000-850.000	Telephones	3,500.00	252.24	252.24	3,247.76	7.21
594-000-880.000	Community Promotion	700.00	0.00	0.00	700.00	0.00
594-000-910.000	Education & Training	500.00	0.00	0.00	500.00	0.00
594-000-919.000	Waste Removal	1,500.00	0.00	0.00	1,500.00	0.00
594-000-920.000	Utilities - Electric	17,000.00	277.39	277.39	16,722.61	1.63
594-000-921.000	Utilities - Gas	1,100.00	0.00	0.00	1,100.00	0.00
594-000-924.000	Sewer & Water Fees	15,000.00	0.00	0.00	15,000.00	0.00
594-000-931.000	Repair & Maintenance	7,000.00	0.00	0.00	7,000.00	0.00
594-000-935.000	Insurance	750.00	0.00	0.00	750.00	0.00
594-000-955.000	Miscellaneous Expense	1,500.00	0.00	0.00	1,500.00	0.00
594-000-965.600	Tr to 402 Fund	2,855.00	0.00	0.00	2,855.00	0.00
594-000-968.000	Depreciation	137,000.00	0.00	0.00	137,000.00	0.00
594-000-970.000	Equipment/Vehicle Rent	5,450.00	0.00	0.00	5,450.00	0.00
594-000-974.000	Capital Improvements	46,500.00	0.00	0.00	46,500.00	0.00
594-000-991.200	Payment on Loans	145,000.00	0.00	0.00	145,000.00	0.00
594-000-992.000	Interest Expense	39,000.00	0.00	0.00	39,000.00	0.00
TOTAL EXPENDITURES		756,855.00	10,181.98	10,181.98	746,673.02	1.35

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF SUTTONS BAY
 PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/2023	AVAILABLE BALANCE	% BDCY USED
Fund 594 - Marina Fund						
TOTAL REVENUES		546,000.00	315,059.00	315,059.00	230,941.00	57.70
TOTAL EXPENDITURES		756,855.00	10,181.98	10,181.98	746,673.02	1.35
NET OF REVENUES & EXPENDITURES		(210,855.00)	304,877.02	304,877.02	(515,732.02)	144.59
TOTAL REVENUES - ALL FUNDS		2,815,205.00	372,364.04	372,364.04	2,442,840.96	13.23
TOTAL EXPENDITURES - ALL FUNDS		3,610,256.00	89,226.36	89,226.36	3,521,029.64	2.47
NET OF REVENUES & EXPENDITURES		(795,051.00)	283,137.68	283,137.68	(1,078,188.68)	35.61

		VILLAGE OF SUTTONS BAY	
		REPORT VSB -2023-10	
Prepared:	February 2, 2023	Pages:	1 of 1
Meeting:	February 7, 2023	Attachments:	<input type="checkbox"/>
Subject:	STR Ordinance Committee		

PURPOSE

To continue review of the STR ordinance.

OVERVIEW


The Village Council formed a committee to address STR’s prior to the decision to amend the ordinance in 2022. At that time, it was determined that there was a need to address what I refer to as second and third tiered issues. A committee should be formed to begin that process and identify the time/dates, in which they would like to meet. Below are a couple considerations for the committee to consider:

1. There are many second and third tiered issues that should be discussed and addressed in the STR ordinance.
 - a. Parking/Occupancy -parking does not take into consideration the number of rooms/occupants permitted within the home. For example, a house that sleeps 10 could generate 5-10 cars and often does. Should this be addressed?
 - b. Trash removal- There’s a growing concern with STR people throwing their trash in commercial business dumpsters. The committee may want to address this concern by requiring proof of trash removal at any STR.
 - c. Separation distance – If I remember correctly, on one block along St. Mary’s Street, 8 of 12 homes are now STR’s. The committee may want to consider a separation distance between STR’s.
 - d. Etc.
2. Michigan Courts have consistently ruled that STR’s of less than 30 days are a commercial use.
 - a. The VC may want to consider allowing STR’s as an accessory use in our downtown commercial districts.
 - b. In order to accomplish a, above, it would require a multi-ordinance amendment and a separation of commercial rentals in commercial district from commercial rentals in residential districts.

Once a committee is established, and a tentative meeting schedule has been determined, we will reach out to our planner and/or zoning administrator to work with the committee on these concerns and amendments.

ACTION REQUESTED

Determine a committee, preferred meeting time & date.

		<h1>VILLAGE OF SUTTONS BAY</h1>	
		<h2>REPORT VSB -2023-09</h2>	
Prepared:	February 2, 2023	Pages:	1 of 1
Meeting:	February 7, 2023	Attachments:	<input type="checkbox"/>
Subject:	Accessory Dwelling Unit (ADU) amendments		

OVERVIEW

The Village Council recently addressed the STR issue and are now tasked with another request that once again looks to challenge the quality of life in your neighborhoods. Before moving forward with a decision to eliminate the owner-occupied provision, consideration to the following may be appropriate:

1. **Petition** - A petition of over 70 residents have spoken *against* the amendments to protect their neighborhoods and quality of life.
2. The **current ADU standards** are based on the owner-occupied provision being in place. If the VC would like to consider the amendments before them to eliminate the owner-occupied provision, the current ADU provisions should first be adjusted to protect the village residents, village character, and quality of life.
3. **Interpretation** - A question was posed regarding a past interpretation that permitted some structures to have multiple units in a home, provided they were owner occupied. To clarify, my interpretation lacks relevance, as I am neither the planner or zoning administrator of this community. However, the short answer is yes, those structures would be permitted to be free of owner-occupancy, essentially validating the public concern.
4. **Scale & Architecture** – Scale & architecture (*roof pitch, window types, architectural elements to match the homes, etc.*) should be modified accordingly and prior to any consideration of eliminating the owner-occupied provision.

CONCLUSION

We should certainly be thankful for the time the planning commission committed to these amendments, those who raised concerns following the public hearing, and our residents who provided a petition of over 70 signatures asking the VC **not** to adopt the amendments. Until then, the PC had only heard from a small handful of village residents (and a couple non-residents) in favor of removing the owner-occupied provision. The Village Council may want to consider one of the following:

1. Send the amendments back to the PC with direction.
2. Move the amendments forward by directing Staff to prepare a resolution for consideration at your next village council meeting.
3. Postpone the amendments indefinitely due to a lack of demonstrated need and/or supporting data to justify removal of the owner-occupied provision. ADU's will still be able to continue as they have for years without negative effects to the community.

RECOMMENDATION

None.