



VILLAGE OF SUTTONS BAY

Remote Access Attendance

COMMITTEE OF THE WHOLE

420 N Front St.

Suttons Bay, MI 49682

Thursday October 8, 2020, at 8:10 am

AGENDA

1. Call to Order
2. Roll Call
3. Additions / Deletions to the Agenda
4. Reports / Communications
5. Committee Member Information / Comments
6. Public Comments (*Please limit remarks to no more than three (3) minutes or less*).
7. Old Business
 - a. Work Plan Q&A
8. New Business
 - a. Report VSB- 2020-46 - Elm Street Proposal
 - b. Report VSB- 2020- 47 - 2021 Budget Committee Scheduling
9. Public Comments/Written Communication
10. Committee Member Comments
11. Announcements:
12. Adjourn

To: Rob Larrea
Dave Miller

From: Mark Huggard, **Jacobs**

Date: October 1st, 2020

Copy: Kevin Dahl, **Jacobs**
Elizabeth Hart, **Jacobs**

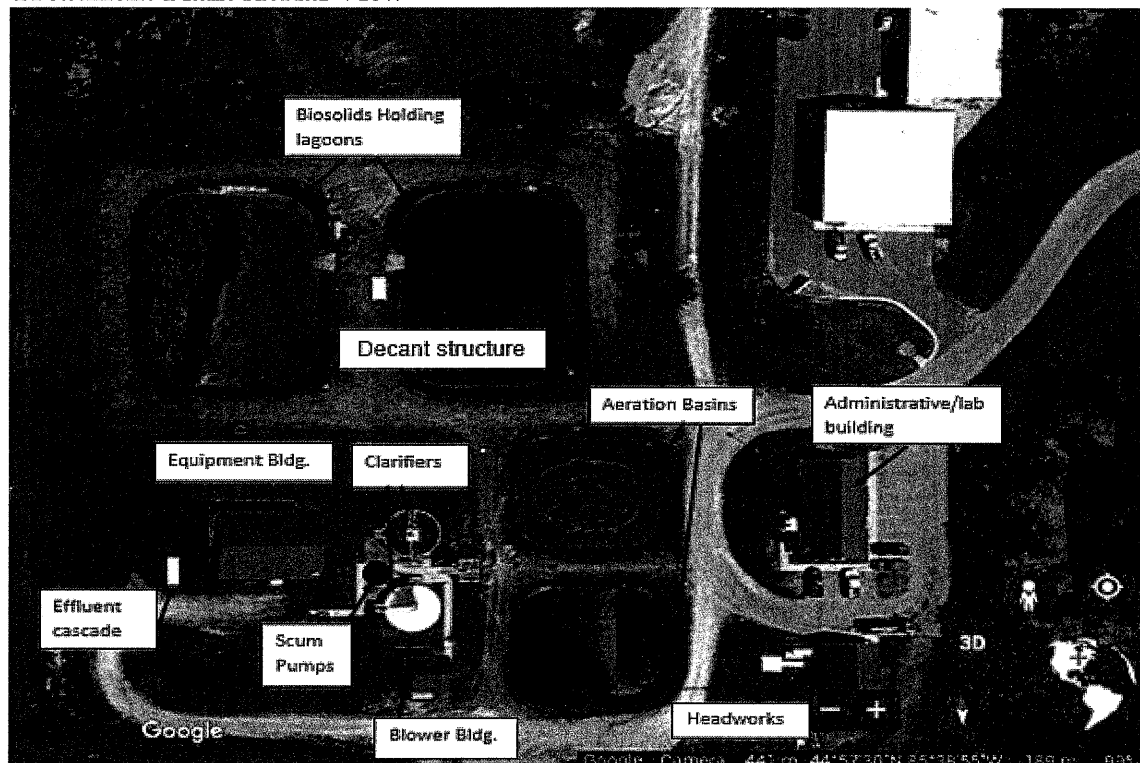
This report describes our activities during the month of September 2020. If there is additional information you would like included in the report, please let us know.

Permit compliance:

Available lab results for the month of September indicate full permit compliance.

Jacobs completed and submitted August’s 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



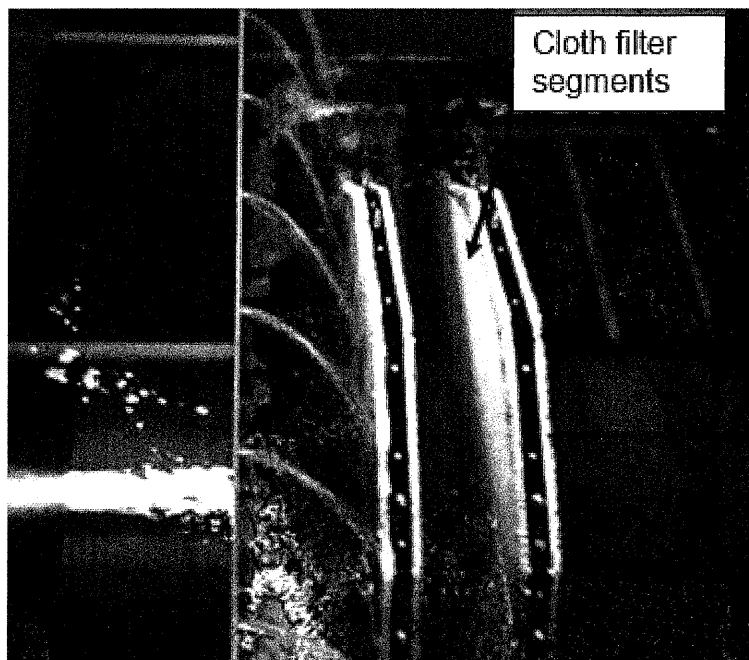
Operations:

September Flow Report

Average Influent Flow 2020*	174,810	Gallons per day
Average Influent Flow 2019	165,355	Gallons per day
Total monthly hauled truck waste 2020*	261,098	Gallons
Total monthly hauled truck waste 2019	261,343	Gallons

*Data through September 29th

We've noticed an increase in our effluent CBOD concentrations and narrowed the cause to an increase in effluent suspended solids concentrations. This indicates a possible failure within the disk filter cloth media. We have replacement cloth segments in inventory and have purchased spare hardware in preparation to replace all 12 cloth segments. The existing cloth segments are original from the 2006 upgrade.



We repaired an aeration down leg hose that released from the aeration header.

On September 12th, we responded to multiple alarms due to a brief power loss. A full plant walkthrough was conducted, and all affected equipment was reset.

On September 15th, EGGLE conducted a plant inspection and collected samples of the plant effluent for a comparison analysis. The plant inspection went well with no issues found. EGGLE conducts these inspections and sampling events approximately every 5 years as required by the

Environmental Protection Agency (EPA). EGGLE will provide the Village a report detailing the inspection and sampling results.

On September 21st, we found the plant SCADA computer system off. This is the first occurrence of this, and we currently aren't sure of the cause. The computer and alarm dialer will be checked daily until we have installed system monitoring for both the SCADA computer and alarm dialer systems. We are working with Windemuller to have this installed as soon as possible.

Annual influent and effluent flow meter accuracy verifications were performed on September 30th as required by our NPDES permit. The contractor performing these verifications will provide a report for each meter.

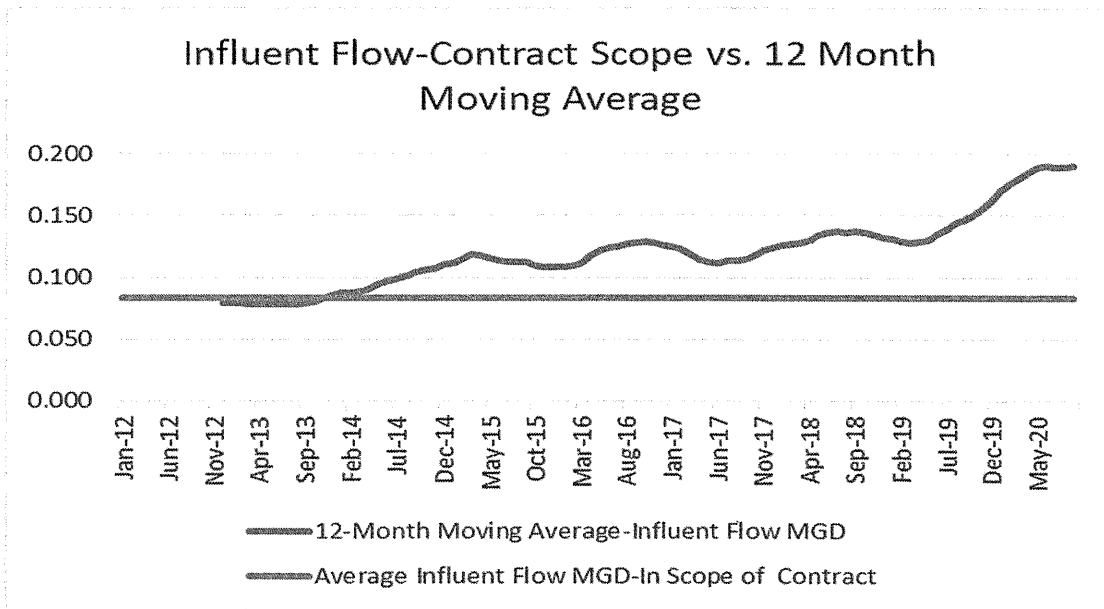
On the Horizon:

- Investigate the source of the intermittent power disruptions that result in UV system bank failure alarms. (To date, we had the line power monitored by the power company and the power within the equipment building monitored by an electrical contractor, neither were able to identify any issues with the source power coming into the facility). Currently our plan is to install a Uninterrupted Power Supply (UPS) on the UV system.
- Installation of the new lower bearing unit for the influent building's fine screen. (2020)
- Ferric Chloride pump programming upgrades. (Windemuller)
- Investigate the SCADA hauled truck waste flow logs. (Windemuller)
- RAS pump installation.
- Replace decant motor starter.

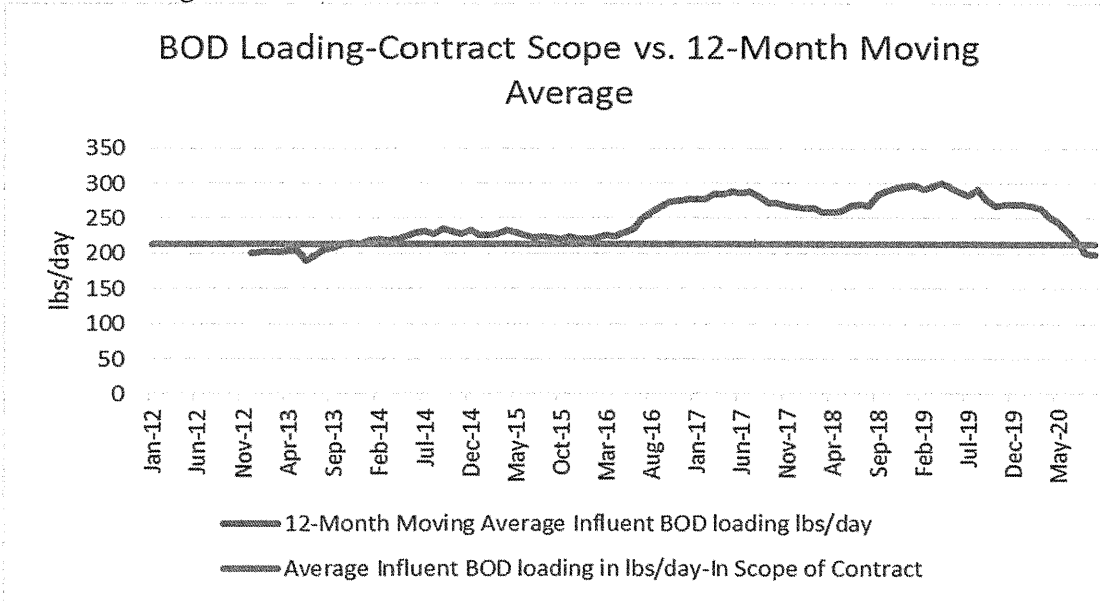
Plant Influent and Effluent Trends

The following graphs illustrate the facility's influent characteristics encompassed in our scope per Amendment 3 to our 2010 agreement compared to actual influent characteristics. Influent flow characteristics are based on a 12-month moving average.

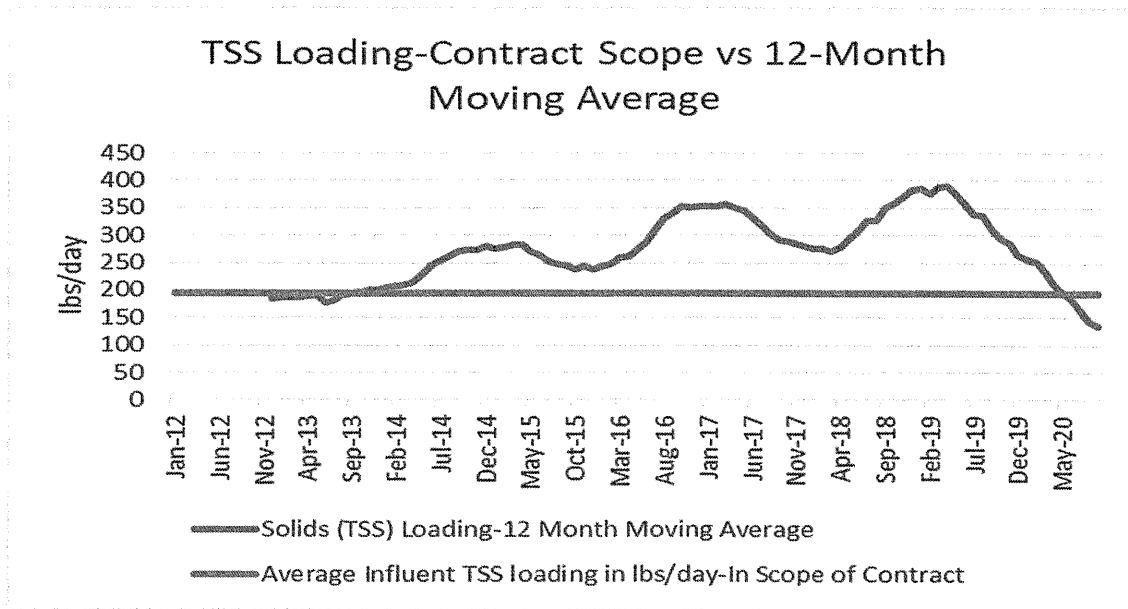
Influent Flow



BOD Loading

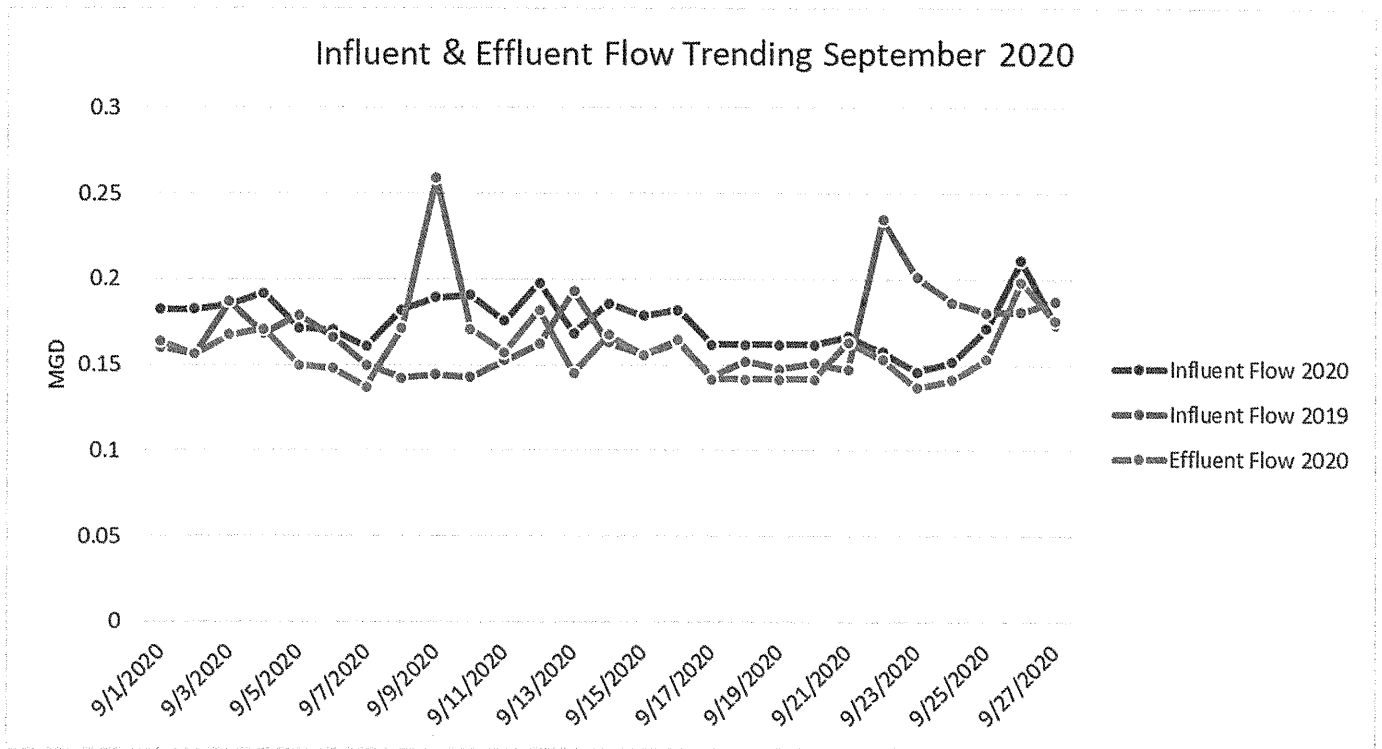


TSS loading



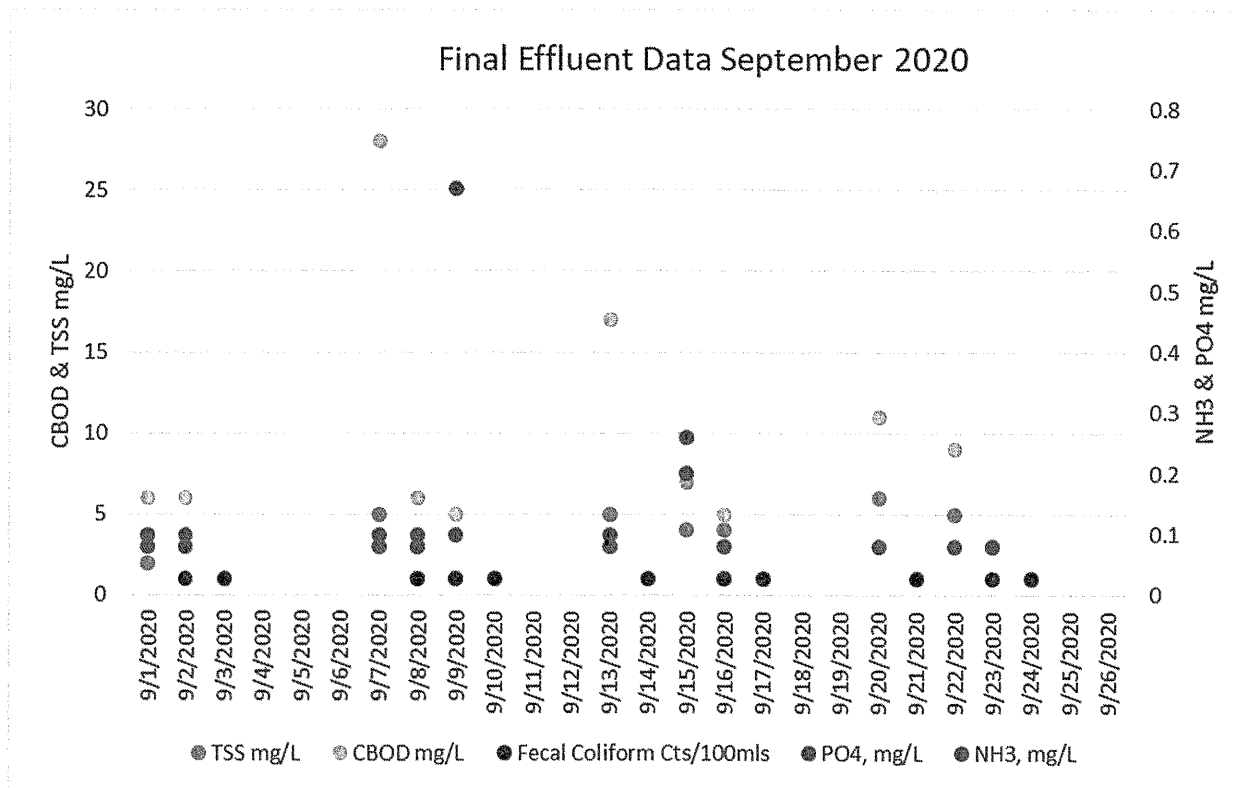
The plant flows graph illustrates the facilities current influent and effluent flow trend for the reporting month and the influent flow for the same month of the previous year. The effluent data graph illustrates the current reporting months effluent permit parameter concentrations, the table below the graph provides the permit limit concentrations for each parameter.

September Plant Flows



Note: The spike in Effluent flow noticed on September 9th was a result of higher than normal decant flow. The decant system failed to run for a few days and as a result decant levels increased, therefore increasing effluent flow once the system was reset. We are troubleshooting the cause.

September Effluent Data



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

Current Month	Sep-20	Comments
Current Month Repairs	\$ 908.48	Purchased the following: Expansion joints for the RAS pumps - these were not needed and will be refunded to the project, Sewer snake for the plant, PVC parts to repair the rock trap drain, Gaskets and hardware for RAS pumps, Replacement cord ends for ferric pumps.
Current Month Repair Labor Hrs	\$ 10.00	
Current Month Chemicals	\$ -	
Current Month Utilities	\$ 5,215.71	Includes both June and July's electrical charges
YTD Repairs	\$ 14,146.84	
Repair Budget Remaining (\$6,000 Limit)	\$ (8,146.84)	Repair cost have exceeded annual limit
YTD Repair Labor Hrs	\$ 114.50	
Repair Labor Hrs Remaining (Limit 104 hrs)	\$ (10.50)	Labor hours have exceeded annual limit
YTD Chemicals	\$ 4,044.62	
Chemical Budget Remaining (\$4,500 Limit)	\$ 455.38	Amount under budget
YTD Utilities	\$ 21,572.59	
Utility Budget Remaining (\$33,000 Limit)	\$ 11,427.41	

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Elizabeth Hart, Jacobs
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September 2020

As the busiest summer I have yet to experience winds down, staff and myself are busy preparing the marina for winterization. With the high water levels all spuds (within the docks) need to be exercised. This is a time consuming and necessary project. An additional 10 bubblers have been ordered and delivered. This will help in the overall protection from potential ice damage. A placement map and has been created and bubblers will be installed near the end of the month.

According to the Coast Guard, navigational aids may be pulled after October 1st. With the uncertainty of weather we pulled all of our buoys on the 1st. After inspecting the buoys I discovered that there will be a need to replace one possible two of the red nun buoys. One green spar buoy will need to be replaced as well.

Two of our staff members are certified divers. We de-energized the marina and retrieved broken hardware from past years ice damage. While diving, staff also inspected the floats/tins under the docks. All docks seem to be in good shape.

I have spent some time reviewing and making notations on the 2012 Masterplan. With many priority projects being completed and new insight on recommendations since the 2012 plan was written; there is a lot of new fresh perspective on current priorities and possible new recommendations. I am currently working on suggestions for potential grant opportunities.

The waiting list has grown to over 100 plus names. I have taken the waiting list applicants and created a data base. This will come in handy when all invoicing and updates become electronic for the 2021 season.

The joint minor permit for the Trap Bag project at the Coal Dock has been submitted and approved. The DPW is currently working very hard on the installation and this should be completed shortly.

I have submitted my 2021 budget suggestions. These suggestions touch base on small increases and or decreases within certain line items relating to revenue/expenditures. Possible CIP projects the marina would like to achieve for the upcoming 2021 season are noted.

Many of the seasonal boaters have vacated the harbor for the season. We have approximately 15% of the vessels left in their slips. All seasonal slip holders have until the 31st to vacate. The marina officially closes for regular business on the 15th.

As mentioned before, this summer was by far the busiest I have ever experienced. We exceeded in transient and fuel sales revenue. As many of the trade magazines have reported this increase was across the board mostly fueled by COVID. Staff did an amazing job and I could not have survived this without the help of our Assistant Harbormaster Zach Smith. It is with sad news that I have to report that we will not see Zach back again next season as he was accepted into the Coast Guard and will be leaving at the end of this month. I would just like it to be stated, that he is an amazing young man and will be missed here at Suttons Bay Marina. So if you see him around wish him well.

Sincerely,

Edie Aylsworth

Suttons Bay Marina, Harbormaster

User: LORRIE

DB: Suttons Bay

PERIOD ENDING 09/30/2020

ACCOUNT DESCRIPTION	2020 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund					
Revenues					
101-000 Current Property Taxes	682,000.00	709,948.78	0.00	(27,948.78)	104.10
101-000 Leased Land Tax Revenue	0.00	4,624.43	0.00	(4,624.43)	100.00
101-000 Personal Property Tax Revenue	15,000.00	17,692.33	0.00	(2,692.33)	117.95
101-000 Permits and Fees	1,500.00	8,869.16	5,350.00	(7,369.16)	591.28
101-000 Grant Revenue	0.00	11,250.00	0.00	(11,250.00)	100.00
101-000 LOCAL COMMUNITY STABILIZATION	0.00	3,385.89	0.00	(3,385.89)	100.00
101-000 State Shared Revenue	50,000.00	8,923.00	0.00	41,077.00	17.85
101-000 Bahle Park Rental	1,200.00	900.00	0.00	300.00	75.00
101-000 Motor Vehicle Leases	102,975.00	0.00	0.00	102,975.00	0.00
101-000 Interest Earnings	3,000.00	2,542.97	0.00	457.03	84.77
101-000 Contributions - Private	0.00	4,500.00	0.00	(4,500.00)	100.00
101-000 Miscellaneous Income	0.00	7,508.84	281.88	(7,508.84)	100.00
TOTAL REVENUES	855,675.00	780,145.40	5,631.88	75,529.60	91.17
Expenditures					
101 Village Council	24,000.00	20,908.06	2,698.02	3,091.94	87.12
171 Village Manager	31,600.00	21,689.96	2,910.59	9,910.04	68.64
215 Village Clerk	10,290.00	6,348.62	755.28	3,941.38	61.70
253 Treasurer	23,100.00	14,609.50	1,864.20	8,490.50	63.24
265 Village Hall	48,506.00	35,822.34	10,483.05	12,683.66	73.85
345 Police	82,000.00	37,098.86	0.00	44,901.14	45.24
441 Public Works	109,125.00	42,220.68	12,560.89	66,904.32	38.69
443 Motor Pool Department	98,700.00	130,664.85	11,841.29	(31,964.85)	132.39
448 Streetlighting	13,000.00	9,093.22	29.31	3,906.78	69.95
701 Zoning & Planning	51,150.00	23,562.30	3,268.80	27,587.70	46.07
751 Parks & Recreation	130,000.00	53,575.60	8,576.03	76,424.40	41.21
999 Transfers to Other Funds	250,100.00	0.00	0.00	250,100.00	0.00
TOTAL EXPENDITURES	871,571.00	395,593.99	54,987.46	475,977.01	45.39
Fund 101 - General Fund:					
TOTAL REVENUES	855,675.00	780,145.40	5,631.88	75,529.60	91.17
TOTAL EXPENDITURES	871,571.00	395,593.99	54,987.46	475,977.01	45.39
NET OF REVENUES & EXPENDITURES	(15,896.00)	384,551.41	(49,355.58)	(400,447.41)	2,419.17
Fund 202 - Major Street					
Revenues					
202-000 State Shared Revenue	77,000.00	42,351.72	0.00	34,648.28	55.00
202-000 Interest Earnings	500.00	2,306.03	0.00	(1,806.03)	461.21
202-000 Contributions - Other Funds	70,000.00	0.00	0.00	70,000.00	0.00
202-000 Contrib fr Gov Units - County	31,000.00	32,548.06	0.00	(1,548.06)	104.99
TOTAL REVENUES	178,500.00	77,205.81	0.00	101,294.19	43.25
Expenditures					
000	591,858.00	393,308.89	147,666.74	198,549.11	66.45
TOTAL EXPENDITURES	591,858.00	393,308.89	147,666.74	198,549.11	66.45
Fund 202 - Major Street:					
TOTAL REVENUES	178,500.00	77,205.81	0.00	101,294.19	43.25
TOTAL EXPENDITURES	591,858.00	393,308.89	147,666.74	198,549.11	66.45
NET OF REVENUES & EXPENDITURES	(413,358.00)	(316,103.08)	(147,666.74)	(97,254.92)	76.47
Fund 203 - Local Street Fund					
Revenues					
203-000 State Shared Revenue	41,000.00	27,954.84	0.00	13,045.16	68.18
203-000 Interest Earnings	900.00	420.27	0.00	479.73	46.70
203-000 Contributions - Other Funds	60,000.00	0.00	0.00	60,000.00	0.00
TOTAL REVENUES	101,900.00	28,375.11	0.00	73,524.89	27.85
Expenditures					
000	121,080.00	52,784.37	12,920.69	68,295.63	43.59
TOTAL EXPENDITURES	121,080.00	52,784.37	12,920.69	68,295.63	43.59

PERIOD ENDING 09/30/2020

ACCOUNT DESCRIPTION	2020 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 203 - Local Street Fund					
Fund 203 - Local Street Fund:					
TOTAL REVENUES	101,900.00	28,375.11	0.00	73,524.89	27.85
TOTAL EXPENDITURES	121,080.00	52,784.37	12,920.69	68,295.63	43.59
NET OF REVENUES & EXPENDITURES	(19,180.00)	(24,409.26)	(12,920.69)	5,229.26	127.26
Fund 248 - DDA Fund					
Revenues					
248-000 Interest Earnings	5.00	136.42	0.00	(131.42)	2,728.40
TOTAL REVENUES	5.00	136.42	0.00	(131.42)	2,728.40
Expenditures					
000	7,217.00	2,999.31	614.41	4,217.69	41.56
TOTAL EXPENDITURES	7,217.00	2,999.31	614.41	4,217.69	41.56
Fund 248 - DDA Fund:					
TOTAL REVENUES	5.00	136.42	0.00	(131.42)	2,728.40
TOTAL EXPENDITURES	7,217.00	2,999.31	614.41	4,217.69	41.56
NET OF REVENUES & EXPENDITURES	(7,212.00)	(2,862.89)	(614.41)	(4,349.11)	39.70
Fund 402 - Property Replacement Fund					
Revenues					
402-000 Interest Earnings	2,000.00	1,512.21	0.00	487.79	75.61
402-000 Contributions - Other Funds	156,050.00	0.00	0.00	156,050.00	0.00
TOTAL REVENUES	158,050.00	1,512.21	0.00	156,537.79	0.96
Expenditures					
000	57,084.00	40,700.00	0.00	16,384.00	71.30
TOTAL EXPENDITURES	57,084.00	40,700.00	0.00	16,384.00	71.30
Fund 402 - Property Replacement Fund:					
TOTAL REVENUES	158,050.00	1,512.21	0.00	156,537.79	0.96
TOTAL EXPENDITURES	57,084.00	40,700.00	0.00	16,384.00	71.30
NET OF REVENUES & EXPENDITURES	100,966.00	(39,187.79)	0.00	140,153.79	38.81
Fund 590 - Sewer Fund					
Revenues					
590-000 Permits and Fees	5,500.00	0.00	0.00	5,500.00	0.00
590-000 Grant Revenue	0.00	1,250.00	0.00	(1,250.00)	100.00
590-000 Charge for Services	140,000.00	105,707.18	14,366.14	34,292.82	75.51
590-000 RTS Fees	113,800.00	86,004.64	9,579.61	27,795.36	75.58
590-000 Waste Hauler Fees	90,000.00	83,303.35	11,241.82	6,696.65	92.56
590-000 Capital Charge	165,000.00	122,731.53	13,678.64	42,268.47	74.38
590-000 Penalties	2,000.00	1,314.41	340.83	685.59	65.72
590-000 Interest Earnings	7,500.00	3,214.95	0.00	4,285.05	42.87
590-000 Contributions -Fr GF - Parks	10,000.00	0.00	0.00	10,000.00	0.00
590-000 Contributions -Fr Marina Fund	10,000.00	0.00	0.00	10,000.00	0.00
590-000 Contrib - GF - Public Works	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL REVENUES	548,800.00	403,526.06	49,207.04	145,273.94	73.53
Expenditures					
537 Sewer Fund - Collection	355,912.00	98,274.90	16,085.07	257,637.10	27.61
538 Sewer - Plant	547,232.00	175,655.56	16,870.79	371,576.44	32.10
TOTAL EXPENDITURES	903,144.00	273,930.46	32,955.86	629,213.54	30.33
Fund 590 - Sewer Fund:					
TOTAL REVENUES	548,800.00	403,526.06	49,207.04	145,273.94	73.53
TOTAL EXPENDITURES	903,144.00	273,930.46	32,955.86	629,213.54	30.33

User: LORRIE

DB: Suttons Bay

PERIOD ENDING 09/30/2020

ACCOUNT DESCRIPTION	2020 AMENDED BUDGET	YTD BALANCE 09/30/2020	ACTIVITY FOR MONTH 09/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 590 - Sewer Fund					
NET OF REVENUES & EXPENDITURES	(354,344.00)	129,595.60	16,251.18	(483,939.60)	36.57
Fund 591 - Water Fund					
Revenues					
591-000 Permits and Fees	475.00	751.00	25.00	(276.00)	158.11
591-000 Charge for Services	75,000.00	55,588.61	8,609.57	19,411.39	74.12
591-000 RTS Fees	60,000.00	47,832.13	5,342.84	12,167.87	79.72
591-000 Capital Charge	55,000.00	41,473.54	4,629.33	13,526.46	75.41
591-000 Hydrant Rental	25,000.00	0.00	0.00	25,000.00	0.00
591-000 Penalties	800.00	582.00	182.49	218.00	72.75
591-000 Interest Earnings	2,000.00	1,532.50	0.00	467.50	76.63
591-000 Contributions -Fr GF - Parks	5,000.00	0.00	0.00	5,000.00	0.00
591-000 Contributions -Fr Marina Fund	5,000.00	0.00	0.00	5,000.00	0.00
591-000 Contrib - GF - Public Works	1,800.00	0.00	0.00	1,800.00	0.00
TOTAL REVENUES	230,075.00	147,759.78	18,789.23	82,315.22	64.22
Expenditures					
000	286,224.00	152,516.73	20,574.07	133,707.27	53.29
TOTAL EXPENDITURES	286,224.00	152,516.73	20,574.07	133,707.27	53.29
Fund 591 - Water Fund:					
TOTAL REVENUES	230,075.00	147,759.78	18,789.23	82,315.22	64.22
TOTAL EXPENDITURES	286,224.00	152,516.73	20,574.07	133,707.27	53.29
NET OF REVENUES & EXPENDITURES	(56,149.00)	(4,756.95)	(1,784.84)	(51,392.05)	8.47
Fund 594 - Marina Fund					
Revenues					
594-000 Pump outs	3,200.00	2,929.12	598.00	270.88	91.54
594-000 Gas Sales	125,000.00	118,534.12	8,679.35	6,465.88	94.83
594-000 Gas Sales - Tax Exempt	1,000.00	468.55	13.50	531.45	46.86
594-000 Sale of Ice	1,200.00	254.00	0.00	946.00	21.17
594-000 Launch Fees	200.00	0.00	0.00	200.00	0.00
594-000 Waiting List	1,700.00	2,520.00	180.00	(820.00)	148.24
594-000 Transient Fees	68,000.00	92,567.29	12,691.27	(24,567.29)	136.13
594-000 Marina Day Use	1,500.00	1,209.79	158.00	290.21	80.65
594-000 Slip Fees	272,000.00	278,722.50	0.00	(6,722.50)	102.47
594-000 Penalties	0.00	502.50	0.00	(502.50)	100.00
594-000 Interest Earnings	4,000.00	3,401.74	0.00	598.26	85.04
594-000 Miscellaneous Income	0.00	85.29	(4.76)	(85.29)	100.00
TOTAL REVENUES	477,800.00	501,194.90	22,315.36	(23,394.90)	104.90
Expenditures					
000	653,771.00	346,793.33	31,676.82	306,977.67	53.05
TOTAL EXPENDITURES	653,771.00	346,793.33	31,676.82	306,977.67	53.05
Fund 594 - Marina Fund:					
TOTAL REVENUES	477,800.00	501,194.90	22,315.36	(23,394.90)	104.90
TOTAL EXPENDITURES	653,771.00	346,793.33	31,676.82	306,977.67	53.05
NET OF REVENUES & EXPENDITURES	(175,971.00)	154,401.57	(9,361.46)	(330,372.57)	87.74
TOTAL REVENUES - ALL FUNDS	2,550,805.00	1,939,855.69	95,943.51	610,949.31	76.05
TOTAL EXPENDITURES - ALL FUNDS	3,491,949.00	1,658,627.08	301,396.05	1,833,321.92	47.50
NET OF REVENUES & EXPENDITURES	(941,144.00)	281,228.61	(205,452.54)	(1,222,372.61)	29.88



VILLAGE OF SUTTONS BAY

REPORT VSB -2020- 46

Prepared:	October 6, 2020	Pages:	1 of 1
Meeting:	October 8, 2020	Attachments:	<input checked="" type="checkbox"/>
Subject:	Elm Street Proposal		

PURPOSE

To discuss road improvement options and consider the attached proposal.

OVERVIEW

As previously reported to the Village Council, we have prepared a segmented approach to fixing Elm Street. Segment #1 - An area approximately 800 feet from 4th street, south towards the culverts was evaluated with Elmer’s Staff and we have since received a bid to repair the most neglected stretch of pavement.

I have enclosed the minutes of a 2014 Rural Task Force (RTF) meeting in which the Village was informed that the culverts were required to be included should the RTF funds be used. That requirement elevated the cost of the project to \$1.4 million, which exceeded the available funds. We cannot afford to replace the culverts without assistance. If we were to move forward with the Elmer’s proposal, we can eliminate 800 feet of needed funding and submit to the RTF for culvert replacement and approximately 550 feet of roadway repair.

The above is an option available to the Village Council. The subcommittee was tasked with identifying funding options for culvert replacement and road repair and may have other options available to the VC.

The Village Council could consider one of the following:

1. Accept the bid and move forward with a 2021 summer project.
2. Not accept the bid and use the bid as an understanding on how to budget for the project.
3. Roll the dice and hope Rural Task Force funds will cover the project.

ACTION REQUESTED

Discussion and direction on proposal.

The Illustration below is not to scale, it is intended to provide you with the area of improvement in relation to the culverts.



Leelanau County held a planning meeting to address county transportation needs and to select projects for inclusion in the STIP for FY 2015-2019. The meeting was held at 1:30 pm on December 16, 2014 at the Leelanau County Road Commission office, 10550 E. Eckerle Road, Suttons Bay, Michigan.

MAP-21 (Moving Ahead in the 21st Century) meeting for fiscal years 2015-2019:

At 1:30 p.m. Bowen opened the MAP-21 meeting and welcomed the participants before turning the meeting over to Johnson. Johnson introduced Matt Skeels of Networks Northwest who distributed sign-in sheets and explained that MDOT would like all attendees to fill out the sheets to demonstrate compliance with Federal Transportation rules.

Johnson opened his presentation by reporting the status of available funds as of the 2015 fiscal year. The 10C Task force which is comprised of Leelanau, Grand Traverse and Benzie counties anticipates receiving \$1,233,907 in federal aid during 2015. However, Leelanau County borrowed funds from Grand Traverse County's 2014 allocation to fund an additional project on CR-633 and a project for the Village of Empire. As such, Leelanau County owes Grand Traverse County \$474,696 which is more than Leelanau's 2015 federal aid allocation. While federal aid funds had been pledged to the Village of Suttons Bay this year, the projected cost of their project is \$1.4 million dollars, which Village Administrator Wally Delamater acknowledged is significantly more than what is available.

Delamater stated the reason for the high cost is MDOT is requiring the Village to replace two narrow culverts under Elm Street which presently do not meet MDOT requirements. In addition, the process does not allow reconstructing Elm Street while ignoring replacing the culverts.

However, Johnson suggested the Village could plan for a shorter road project to match the available funds if desired. Since the Village of Suttons Bay has withdrawn their Elm Street project from consideration at this time, Johnson recommended the group accept the CR-614 (from CR-641 to Perrin's Landing) as the next road project from the primary road resurfacing and reconstruction priority list for fiscal year 2016 and CR-677 (south of M-72) for year 2018, assuming the 10C Task Force will have sufficient funding available.

He further recommended adding projects on CR-616 (from CR-614 to CR-651) and CR-626 (full length) to the Illustrated List, moving the Elm Street project to the Illustrated List and including numerous small projects from BATA on the List. BATA representatives Tom Menzel and Kelly Yaroch agreed to update and forward their list to Johnson, emphasizing capital improvements that would be highly visible to Leelanau County residents. Menzel and Yaroch also acknowledged that two \$15,000.00 projects for BATA (one each in FY 2015 and FY2016) were "pulled ahead" and funded in FY 2014, hence there is no current request for an "allocation" for BATA in the current fiscal year. The Illustrative List is a tool to identify needed projects for which there is no currently identified funding, but are eligible for any funding that may become available to the Task Force.

By consensus the attendees agreed with this recommendation and requested that the Road Commission, village and transit representatives present these projects at the upcoming 10C Task Force meeting for inclusion in the Statewide Transportation Improvement Program.

PROPOSAL



P.O. Box 6150 Traverse City, MI 49696-6150
1.800.3ELMERS • 231.943.3443 • 231.943.8975 Fax
www.TeamElmers.com
EOE/AA

Proposal submitted to:

VILLAGE OF SUTTONS BAY
ATTN: DAVID MILLER

271-1032
ELM STREET
ASPHALT PAVING
2020-1292

9/16/2020

We hereby submit specifications and estimates for:

1. PREP. PROVIDE FULL DEPTH MILLING AND REMOVE EXISTING ASPHALT FROM 4TH STREET TO BRIDGE. BASED ON 800 L.F. X 30'. HAUL MILLINGS OFF SITE. SHAPE EXISTING SUBGRADE AND PLACE 6" 21AA (900 TON) . SHAPE GRAVEL BASE, FINE GRADE AND COMPACT.	\$41,260.00
2. PLACE ASPHALT IN TWO LIFTS FOR TOTAL 3" THICKNESS. ASPHALT BASE AT 1 1/2" THICKNESS 4E1 MIX. ASPHALT TOP AT 1 1/2" THICKNESS 5E1 MIX. (BASED ON 800 L.F. X 24' WIDE).	\$18,885.00 \$18,885.00
3. PROVIDE 100 TON 23A FOR GRAVEL SHOULDER RESTORATION.	\$4,500.00
ESTIMATED TOTAL.....	\$83,530.00

** VILLAGE TO PROVIDE PERMITS.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance. The General Conditions attached hereto or appearing on the back side of this Proposal are hereby incorporated by reference.

 Authorized Signature


Name: PETE ROSA

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Method of Payment

- Check/cash upon invoicing
- Charge by VISA/MC upon completion of work

Account # _____ Exp Date _____

Tax ID # _____

Elmer's reserves the right to request a credit report with this proposal.

Authorized Signature _____

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____ (Sign and return copy upon acceptance)

By: _____

Its: _____

Date of Acceptance _____

A finance charge of 1.5% per month, which is an annual percentage rate of 18% per year, or a minimum charge of \$.50 per month, shall be applied to all accounts over 30 days past due.

When reviewing estimates and selecting a contractor:

- Always get multiple bids for a project. The lowest bid is not necessarily the best choice. Try to get an understanding of why one bid is significantly lower or higher than others; the reasons might change your decision.
- Get recent references from the contractors you are considering.
- Make sure the contractor has the appropriate business and builder licenses, as well as insurance.
- All project specifications and payment terms should be written in the contract.
- The best contractors provide a written warranty or guarantee.

Fully Bonded & Insured • Daily quality control checks for all products



VILLAGE OF SUTTONS BAY

REPORT VSB -2020- 47

Prepared:	October 6, 2020	Pages:	1 of 1
Meeting:	October 8, 2020	Attachments:	<input type="checkbox"/>
Subject:	Budget Sub-Committee Schedule		

PURPOSE

To schedule sub-committee meetings beginning in October

OVERVIEW

As we move towards preparing the budget, I would like to schedule sub-committee meetings to begin the process.

Please bring your calendar.

ACTION REQUESTED

Discussion.