



VILLAGE OF SUTTONS BAY

COMMITTEE OF THE WHOLE

420 N Front St.

Suttons Bay, MI 49682

Tuesday February 1, 2022 at 8:10 am

Due to continuing concerns about COVID-19 transmission, there will also be a Zoom link (which can be found on our website at www.suttonsbayvillage.org) for remote attendance for those members of the public wishing to participate. Members of the public participating in person will be required to wear a mask.

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. Jared Pontius -Planning Commissioner-Bathroom Containers
 - b. Mass Gathering Application-Erik Zehender-World Championship -US Rowing Trials
8. Public Comments/Written Communication
9. Committee Member Comments
10. Announcements:
11. Adjourn

Village of Suttons Bay is inviting you to a scheduled Zoom meeting.

Topic: Village Council-Committee of the Whole

Time: Feb 1, 2022 08:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89946541031?pwd=YVdUUUVVYYUdDanM1cEZ0N3RQVUhMz09>

Meeting ID: 899 4654 1031

Passcode: 923222

One tap mobile

+13126266799,,89946541031#,,,,*923222# US (Chicago)

+19294362866,,89946541031#,,,,*923222# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 899 4654 1031

Passcode: 923222

Find your local number: <https://us02web.zoom.us/j/keEj9LxdlW>

To: Rob Larrea
Dave Miller

From: Mark Huggard, JACOBS

Date: January 26th, 2022

Copy: Kevin Dahl, JACOBS
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 was in compliance with its National Pollution Discharge Elimination System (NPDES) permit.

Jacobs completed and submitted December’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:

January Flow Report

Average Influent Flow 2022*	0.083	Million Gallons per day
Average Influent Flow 2021	0.115	Million Gallons per day
Total monthly hauled truck waste 2022	149,167	Gallons
Total monthly hauled truck waste 2021*	128,832	Gallons

* Through January 26th

Cummins Bridgeway completed their annual maintenance of the facilities Emergency Diesel Generator.

We are working on our annual operations report, which details plant operations throughout 2021.

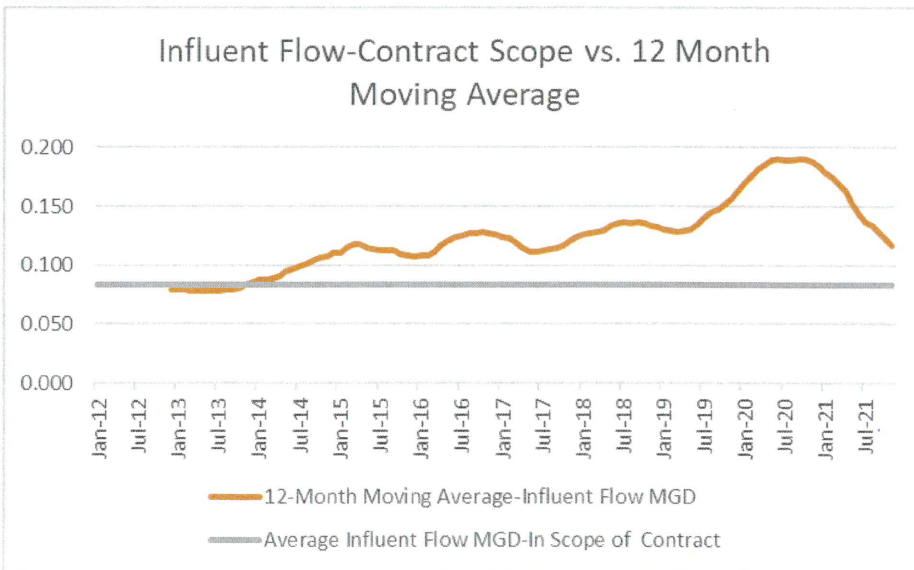
On the Horizon:

- Repair leaking yard valve by clarifiers. (2022)
- Upgrade of headworks fine screen PLC (2022)
- UV PLC uninterrupted power supply installation (2022)
- Cloth disk filter interior coating replacement (2022)
- HTW programming upgrade (2022)

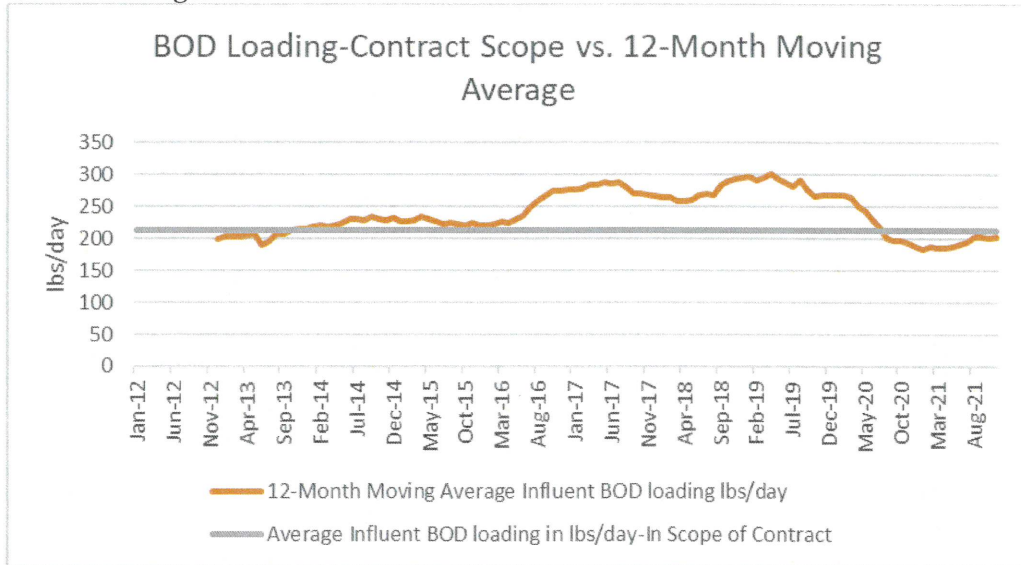
Plant Influent and Effluent Trends:

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.

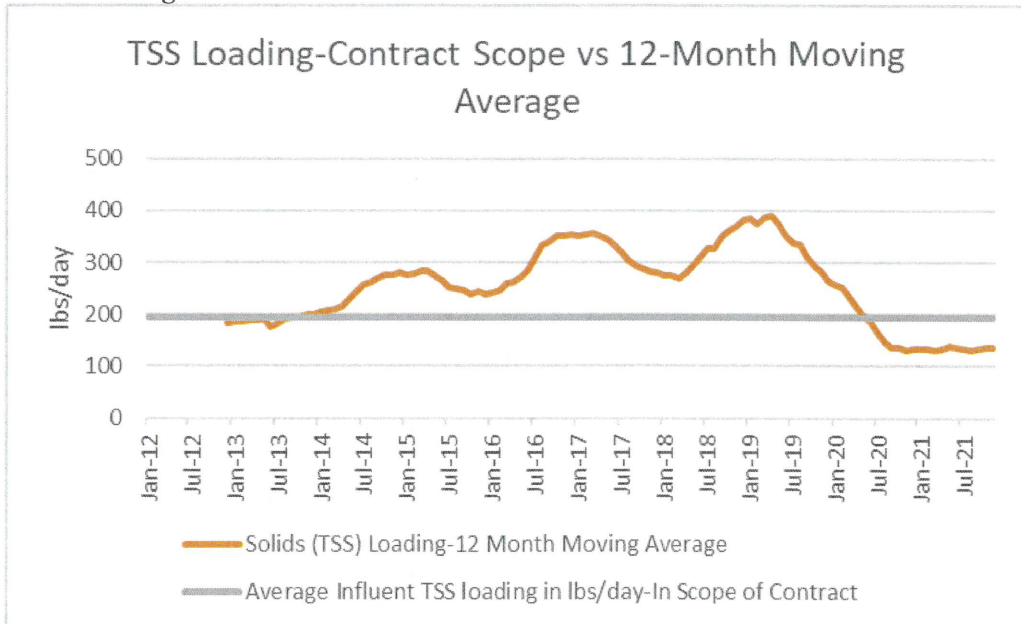
Influent Flow



BOD Loading

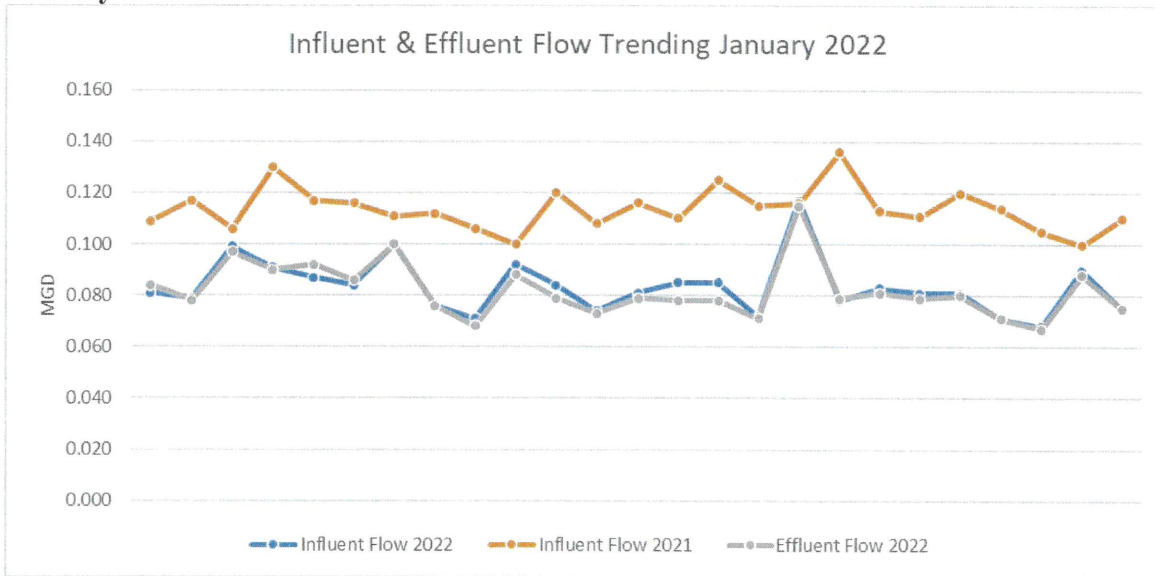


TSS Loading



The 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. The NPDES permit limit table details the monthly average permit limits for each parameter, the graph below this table illustrates the available parameter concentrations for the reported month.

January Plant Flows

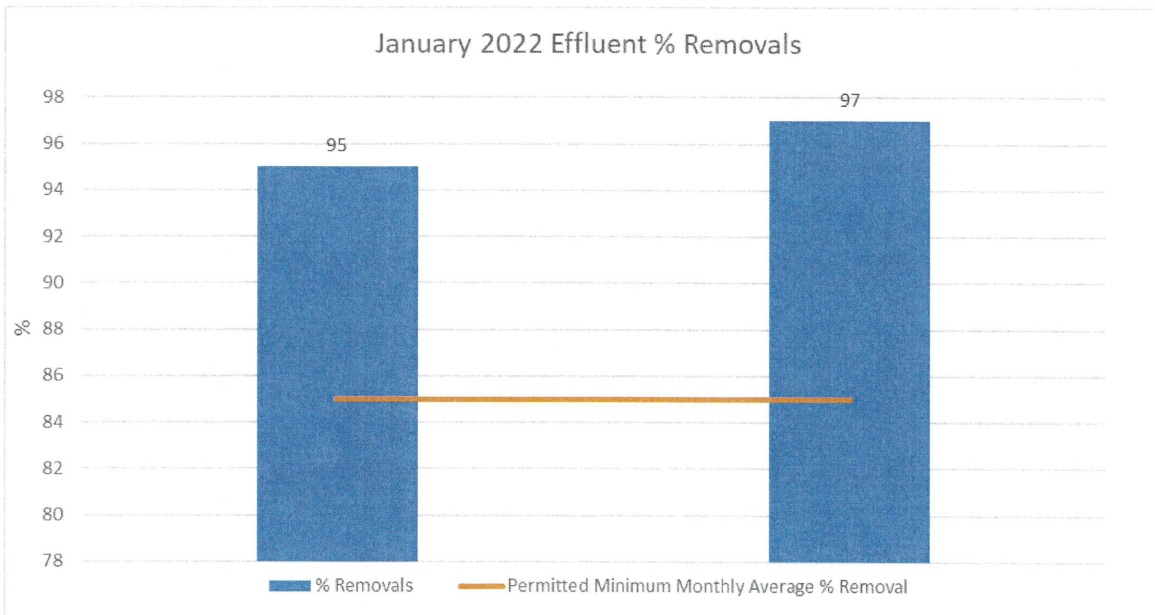
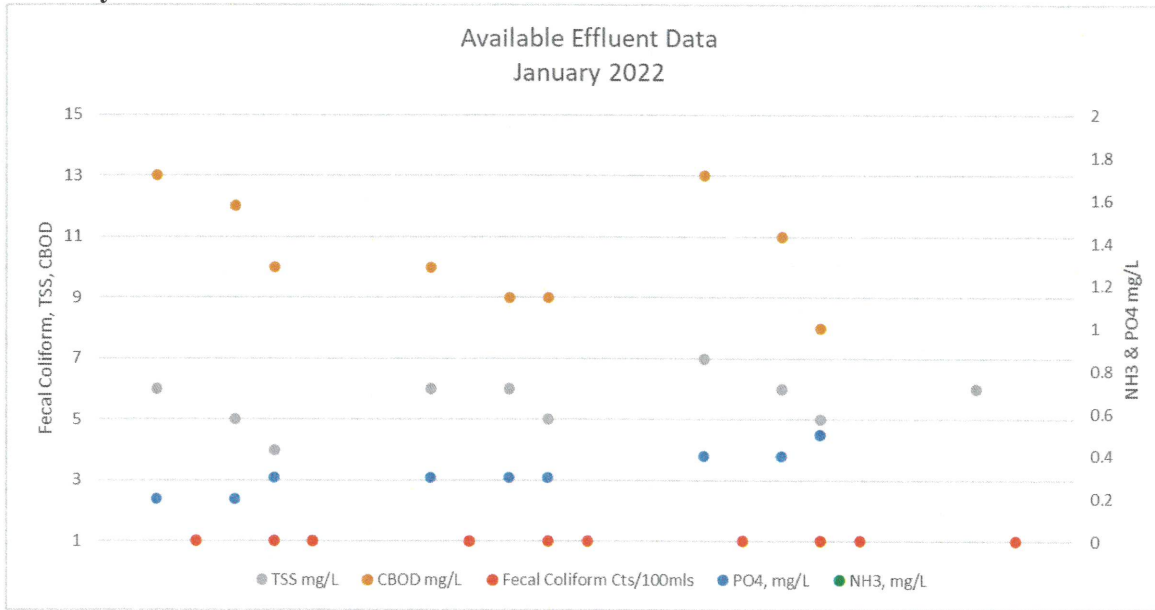


* Data available through January 28th

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 Permit Data



Financial Report


Financial data was not available in time for this report. We'll provide a summary separately once available.

Mark Huggard | Jacobs | Project Manager
 O 231.922.4922 | M: 231.313.5592 | mark.huggard@jacobs.com
 606 Hannah Ave. | Traverse City, MI 49686 | United States

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 01/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 101 - General Fund					
Revenues					
101-000-402.000	Current Property Taxes	726,000.00	0.00	726,000.00	0.00
101-000-404.000	Leased Land Tax Revenue	4,000.00	0.00	4,000.00	0.00
101-000-410.000	Personal Property Tax Revenue	16,000.00	0.00	16,000.00	0.00
101-000-476.000	Permits and Fees	5,000.00	1,700.00	3,300.00	34.00
101-000-566.000	Grant Revenue	1,250.00	1,250.00	0.00	100.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	3,300.00	0.00	3,300.00	0.00
101-000-574.000	State Shared Revenue	55,000.00	0.00	55,000.00	0.00
101-000-577.000	State Revenue-Liquor	3,000.00	0.00	3,000.00	0.00
101-000-632.000	Bahle Park Rental	1,500.00	200.00	1,300.00	13.33
101-000-633.100	Motor Vehicle Leases	108,975.00	0.00	108,975.00	0.00
101-000-665.000	Interest Earnings	1,000.00	0.00	1,000.00	0.00
TOTAL REVENUES		925,025.00	3,150.00	921,875.00	0.34
Expenditures					
101	Village Council	26,080.00	0.00	26,080.00	0.00
171	Village Manager	39,185.00	2,611.88	36,573.12	6.67
215	Village Clerk	11,770.00	710.83	11,059.17	6.04
253	Treasurer	24,615.00	1,372.51	23,242.49	5.58
265	Village Hall	50,916.00	2,135.04	48,780.96	4.19
345	Police	88,875.00	0.00	88,875.00	0.00
441	Public Works	100,825.00	4,490.63	96,334.37	4.45
443	Motor Pool Department	102,725.00	7,023.27	95,701.73	6.84
448	Streetlighting	14,500.00	1,017.83	13,482.17	7.02
701	Zoning & Planning	76,025.00	2,809.20	73,215.80	3.70
751	Parks & Recreation	154,875.00	5,736.85	149,138.15	3.70
999	Transfers to Other Funds	310,100.00	0.00	310,100.00	0.00
TOTAL EXPENDITURES		1,000,491.00	27,908.04	972,582.96	2.79
Fund 101 - General Fund:					
TOTAL REVENUES		925,025.00	3,150.00	921,875.00	0.34
TOTAL EXPENDITURES		1,000,491.00	27,908.04	972,582.96	2.79
NET OF REVENUES & EXPENDITURES		(75,466.00)	(24,758.04)	(50,707.96)	32.81
Fund 202 - Major Street					
Revenues					
202-000-528.000	FEDERAL GRANT REVENUE	32,000.00	0.00	32,000.00	0.00
202-000-574.000	State Shared Revenue	82,000.00	0.00	82,000.00	0.00
202-000-665.000	Interest Earnings	500.00	0.00	500.00	0.00
202-000-691.000	Contributions - Other Funds	90,000.00	0.00	90,000.00	0.00
202-000-692.000	Contrib fr Gov Units - County	32,500.00	0.00	32,500.00	0.00
TOTAL REVENUES		237,000.00	0.00	237,000.00	0.00
Expenditures					
000		233,370.00	5,842.84	227,527.16	2.50
TOTAL EXPENDITURES		233,370.00	5,842.84	227,527.16	2.50
Fund 202 - Major Street:					
TOTAL REVENUES		237,000.00	0.00	237,000.00	0.00
TOTAL EXPENDITURES		233,370.00	5,842.84	227,527.16	2.50
NET OF REVENUES & EXPENDITURES		3,630.00	(5,842.84)	9,472.84	160.96
Fund 203 - Local Street Fund					
Revenues					
203-000-574.000	State Shared Revenue	48,000.00	0.00	48,000.00	0.00
203-000-665.000	Interest Earnings	100.00	0.00	100.00	0.00
203-000-691.000	Contributions - Other Funds	80,000.00	0.00	80,000.00	0.00
TOTAL REVENUES		128,100.00	0.00	128,100.00	0.00
Expenditures					
000		195,315.00	5,649.67	189,665.33	2.89
TOTAL EXPENDITURES		195,315.00	5,649.67	189,665.33	2.89

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 01/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 203 - Local Street Fund					
Fund 203 - Local Street Fund:					
TOTAL REVENUES		128,100.00	0.00	128,100.00	0.00
TOTAL EXPENDITURES		195,315.00	5,649.67	189,665.33	2.89
NET OF REVENUES & EXPENDITURES		(67,215.00)	(5,649.67)	(61,565.33)	8.41
Fund 248 - DDA Fund					
Revenues					
248-000-403.000	CAPTURED TAX REVENUE	14,000.00	0.00	14,000.00	0.00
248-000-665.000	Interest Earnings	5.00	0.00	5.00	0.00
TOTAL REVENUES		14,005.00	0.00	14,005.00	0.00
Expenditures					
000		7,715.00	319.86	7,395.14	4.15
TOTAL EXPENDITURES		7,715.00	319.86	7,395.14	4.15
Fund 248 - DDA Fund:					
TOTAL REVENUES		14,005.00	0.00	14,005.00	0.00
TOTAL EXPENDITURES		7,715.00	319.86	7,395.14	4.15
NET OF REVENUES & EXPENDITURES		6,290.00	(319.86)	6,609.86	5.09
Fund 402 - Property Replacement Fund					
Revenues					
402-000-665.000	Interest Earnings	150.00	0.00	150.00	0.00
402-000-691.000	Contributions - Other Funds	176,050.00	0.00	176,050.00	0.00
TOTAL REVENUES		176,200.00	0.00	176,200.00	0.00
Expenditures					
000		60,000.00	0.00	60,000.00	0.00
TOTAL EXPENDITURES		60,000.00	0.00	60,000.00	0.00
Fund 402 - Property Replacement Fund:					
TOTAL REVENUES		176,200.00	0.00	176,200.00	0.00
TOTAL EXPENDITURES		60,000.00	0.00	60,000.00	0.00
NET OF REVENUES & EXPENDITURES		116,200.00	0.00	116,200.00	0.00
Fund 590 - Sewer Fund					
Revenues					
590-000-476.000	Permits and Fees	5,500.00	0.00	5,500.00	0.00
590-000-566.000	Grant Revenue	1,250.00	1,250.00	0.00	100.00
590-000-600.000	Charge for Services	140,000.00	0.00	140,000.00	0.00
590-000-628.000	RTS Fees	113,800.00	0.00	113,800.00	0.00
590-000-629.000	Waste Hauler Fees	92,000.00	9,892.33	82,107.67	10.75
590-000-630.000	Capital Charge	163,000.00	0.00	163,000.00	0.00
590-000-659.000	Penalties	1,300.00	356.33	943.67	27.41
590-000-665.000	Interest Earnings	1,750.00	0.00	1,750.00	0.00
590-000-691.600	Contributions -Fr GF - Parks	10,000.00	0.00	10,000.00	0.00
590-000-691.800	Contributions -Fr Marina Fund	10,000.00	0.00	10,000.00	0.00
590-000-691.900	Contrib - GF - Public Works	5,000.00	0.00	5,000.00	0.00
TOTAL REVENUES		543,600.00	11,498.66	532,101.34	2.12
Expenditures					
537	Sewer Fund - Collection	265,860.00	9,803.51	256,056.49	3.69
538	Sewer - Plant	559,737.00	17,343.88	542,393.12	3.10
TOTAL EXPENDITURES		825,597.00	27,147.39	798,449.61	3.29
Fund 590 - Sewer Fund:					
TOTAL REVENUES		543,600.00	11,498.66	532,101.34	2.12
TOTAL EXPENDITURES		825,597.00	27,147.39	798,449.61	3.29

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 01/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 590 - Sewer Fund					
NET OF REVENUES & EXPENDITURES		(281,997.00)	(15,648.73)	(266,348.27)	5.55
Fund 591 - Water Fund					
Revenues					
591-000-476.000	Permits and Fees	500.00	366.12	133.88	73.22
591-000-600.000	Charge for Services	76,000.00	0.00	76,000.00	0.00
591-000-628.000	RTS Fees	62,000.00	0.00	62,000.00	0.00
591-000-630.000	Capital Charge	55,000.00	0.00	55,000.00	0.00
591-000-633.000	Hydrant Rental	25,000.00	0.00	25,000.00	0.00
591-000-659.000	Penalties	600.00	136.03	463.97	22.67
591-000-665.000	Interest Earnings	120.00	0.00	120.00	0.00
591-000-691.600	Contributions -Fr GF - Parks	5,000.00	0.00	5,000.00	0.00
591-000-691.800	Contributions -Fr Marina Fund	5,000.00	0.00	5,000.00	0.00
591-000-691.900	Contrib - GF - Public Works	1,800.00	0.00	1,800.00	0.00
TOTAL REVENUES		231,020.00	502.15	230,517.85	0.22
Expenditures					
000		303,850.00	11,821.25	292,028.75	3.89
TOTAL EXPENDITURES		303,850.00	11,821.25	292,028.75	3.89
Fund 591 - Water Fund:					
TOTAL REVENUES		231,020.00	502.15	230,517.85	0.22
TOTAL EXPENDITURES		303,850.00	11,821.25	292,028.75	3.89
NET OF REVENUES & EXPENDITURES		(72,830.00)	(11,319.10)	(61,510.90)	15.54
Fund 594 - Marina Fund					
Revenues					
594-000-631.000	Pump outs	3,200.00	0.00	3,200.00	0.00
594-000-642.000	Gas Sales	140,000.00	0.00	140,000.00	0.00
594-000-642.100	Gas Sales - Tax Exempt	1,500.00	0.00	1,500.00	0.00
594-000-646.000	Sale of Ice	1,500.00	0.00	1,500.00	0.00
594-000-649.000	Waiting List	2,400.00	3,000.00	(600.00)	125.00
594-000-653.000	Transient Fees	95,000.00	0.00	95,000.00	0.00
594-000-653.100	Marina Day Use	2,000.00	0.00	2,000.00	0.00
594-000-654.000	Slip Fees	280,000.00	293,503.00	(13,503.00)	104.82
594-000-665.000	Interest Earnings	200.00	0.00	200.00	0.00
TOTAL REVENUES		525,800.00	296,503.00	229,297.00	56.39
Expenditures					
000		696,150.00	13,704.21	682,445.79	1.97
TOTAL EXPENDITURES		696,150.00	13,704.21	682,445.79	1.97
Fund 594 - Marina Fund:					
TOTAL REVENUES		525,800.00	296,503.00	229,297.00	56.39
TOTAL EXPENDITURES		696,150.00	13,704.21	682,445.79	1.97
NET OF REVENUES & EXPENDITURES		(170,350.00)	282,798.79	(453,148.79)	166.01
TOTAL REVENUES - ALL FUNDS		2,780,750.00	311,653.81	2,469,096.19	11.21
TOTAL EXPENDITURES - ALL FUNDS		3,322,488.00	92,393.26	3,230,094.74	2.78
NET OF REVENUES & EXPENDITURES		(541,738.00)	219,260.55	(760,998.55)	40.47

		VILLAGE OF SUTTONS BAY	
		REPORT VSB -2022-08	
Prepared:	January 27, 2022	Pages:	1 of 1
Meeting:	COW Meeting	Attachments:	<input type="checkbox"/>
Subject:	Manager Update		

BATHROOMS

This topic has been discussed at the DDA level and VC committee level. Now, the planning commission has taken a break from their duties to tackle this subject.

The Planning Commission has recommended the use of modified, storage containers to be placed next to our marina park bathrooms. Planning commissioner Jared Pontius will be in attendance to provide a brief overview of his findings. Information enclosed.

EVENT REQUEST

The beach improvements at Marina Park have garnered a tremendous amount of positive attention over the past year. We have now been approached by Erik Zehender from the Lake Leelanau Rowing Club to host a rather important rowing competition at Marina Beach. The event is the World Champion Trials. Interestingly, the event location in itself is a competition, therefore, the Village will be in competition with other communities throughout the US to host this event. The issue? The event would take place on the same weekend as the Art Festival. Although the event will have to go through the same review process, we need to know if we can logistically handle such an event on that same weekend and if the VC feels it's appropriate. Further, the mass gathering Ordinance states ...”a person shall not sponsor, maintain, conduct, promote or permit an organized outdoor event of any size in conjunction with or on the same date and at the same location as a mass gathering without first being in the application of and being included on the approved license for the mass gathering.

My understanding is that Mr. Zehender will be present to discuss this event. We have also asked our community officer to weigh in on having two events in the same location and on the same weekend. Discussion is requested.

ART FESTIVAL

As previously discussed, due to the popularity of the Art Festival we are now requiring an officer, with the same authority as our community officer, to be financed by the festival. The committee is aware that this requirement is a prerequisite to receiving their 2022 permit.

MARINA ORDINANCE

Staff is reviewing and updating the Marina Ordinance for future discussion and consideration by the VC. We are mostly working on the intent of the Ordinance. The current language tends to emphasize a slip holder's right to be granted a license. The new language will now emphasize that it is a privilege, rather than a right to stay at the Marina. Simply put, users of the marina are required to respect other boaters, exercise safe boating practices and always respect our Staff. Those who fail to follow those simple expectations could have their license revoked or may no longer qualify for a license to stay with us. We are also addressing ownership transfers, sale of boats within the marina etc. More to come...

BLIGHT ORDINANCE

The Blight Ordinance has been reviewed by the attorney. This Ordinance has been through numerous drafts due to the sensitivity of this topic and is now ready for committee review and VC discussion.

PARKS & RECREATION PLAN

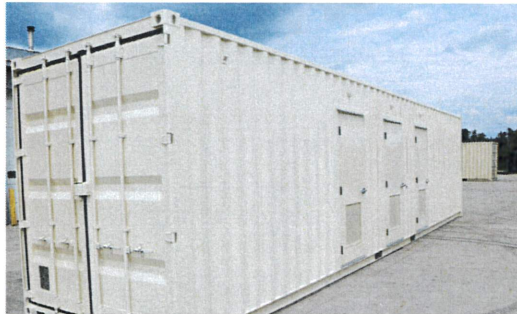
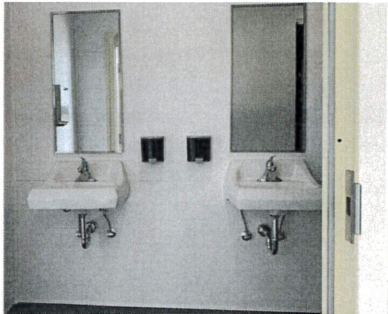
The 2020 census information has consistently been pushed back. We have decided to include the 2019 American Community Survey information (produced by the US Census). A final review copy will be handed out to the PC and we will move forward with the process.

WATER STORAGE AND WELL LOAN

Although we are still gathering information, we have submitted our letter of intent to the State for financing of our water storage expansion and new wells. Once the intent is accepted, we will finalize the cost and financial understanding to determine how to pay back the long-term loan. Our goal is to be able to finance the expansion without raising water rates. Once an understanding of the payment structure is determined, we will be bringing it to committee and the VC for discussion. We are not obligated to move forward with the loan, however, we are mandated by the State to expand our water storage, so if we decide not to move forward, it will be essential that we continue to plan appropriately. I will keep you updated as we continue to move forward...

Thanks for reaching out to BoxPop and my apologies on the delayed response. I would love to help out here and can start by providing some answers to your questions:

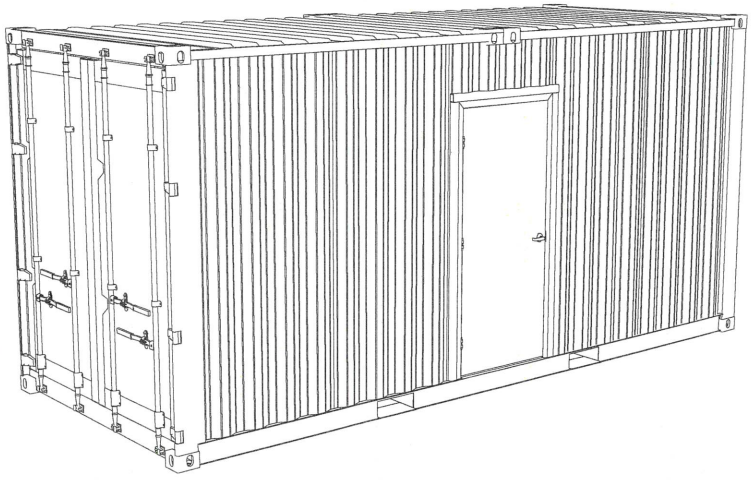
1. What is the maximum number of restroom units per container? **For the 20' containers we can provide up to four and for the 40' units, we can get up to seven restrooms.**
2. Pricing, of course. **Pricing ranges from about \$65K - \$95K for base pricing depending on the size and options selected.**
3. Can these be made with either gas or electric heat so that they may be used through the winter months? **They can be made with either, and they may be used through winter if properly cared for.**
4. Would there be any issue with pumping clean during the winter? **Not at all, many of our clients winterize them.**
5. Can we get a breakdown on pricing of all available amenities that the containers may be built with (design wrap, heating, etc) **Let me know if you would like to hop on a call to discuss this so I can make sure we are pricing the right options.**
6. What is the size of waste tank? Any and all information you have on bathroom units would be appreciated. **We do not work with units that have waste tanks unfortunately due to the code requirements for storage. Our units require a connection to sanitary or septic.**



PRODUCT NAME
20' MEN'S RESTROOM CONTAINER
 JOB ITEM NUMBER: 0000000000-000

DRAWING SCHEDULE		
PAGE	SHEET #	DESCRIPTION
C1	1	COVER
A1	2	ASSEMBLY (EXTERIOR ELEVATIONS)
D1	3	DETAIL (FLOOR PLAN)

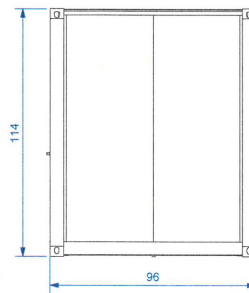
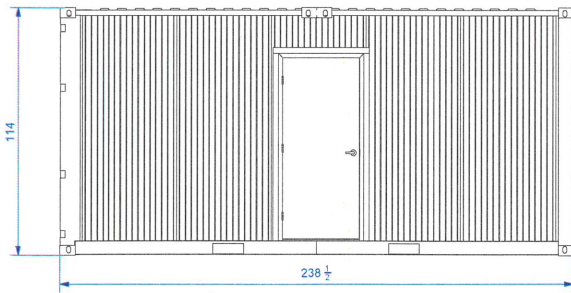
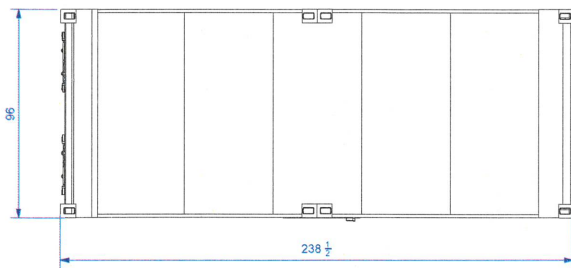
NOTE: ALL WALLS AND CEILING TO HAVE FRP PANELING FLOOR TO HAVE RESILIENT ROLLED GFLOORING



CLIENT LAGOONFEST	ACCOUNT MANGER MATT EGAN	DATE 03/09/2021	SCALE NOT TO SCALE	REV. 1	DESCRIPTION ORIGINAL DESIGN RELEASE	DATE 03/09/2021	PRODUCT BOXPOP	SHEET NAME COVER	SHEET NUMBER C1
PROJECT 20' MEN'S RESTROOM CONTAINER	PROJECT MANAGER SAVANNA W.	DRAWING BY MAX ARBURY	DRAWING NUMBER 1						

PLEASE NOTE: CONCEPTS PROVIDED ARE NOT FINAL BUILD DESIGNS. ENGINEERING DRAWINGS OR RENDERINGS MAY VARY BASED ON COST, SCOPE OR EXECUTION TIMELINE AND WILL BE SUBJECT TO FINAL CUSTOMER APPROVAL. THE DESIGN AND SPECIFICATIONS CONTAINED WITHIN THIS DOCUMENT WILL REMAIN THE LEGAL PROPERTY OF BRITTEN INC. UNTIL SUCH A TIME WHEN A LEGAL AGREEMENT IS ENTERED INTO WITH THE CLIENT AND PRIOR BRITTEN INC. RECEIVES THE AGREED UPON COMPENSATION FOR THE DESIGN AND SPECIFICATIONS.





A ASSEMBLY - EXTERIOR ELEVATIONS
A1 QTY (1-EA)

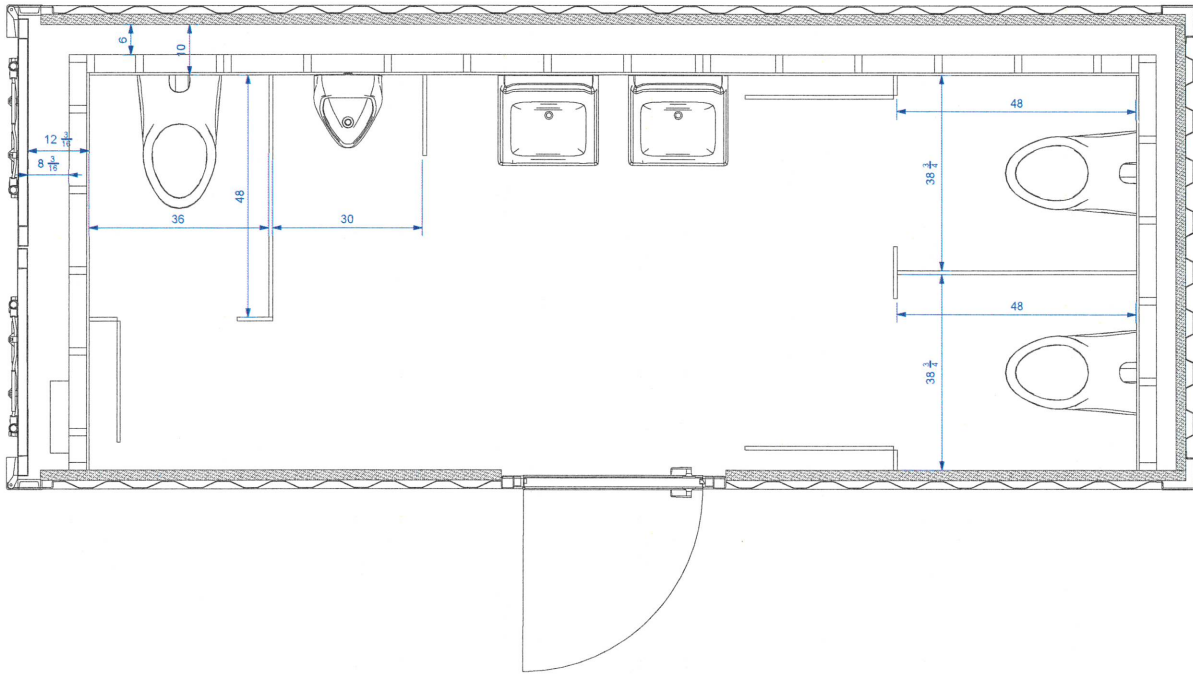
CLIENT LAGOONFEST	ACCOUNT MANGER MATT EGAN	DATE 03/09/2021	SCALE NOT TO SCALE
PROJECT 20' MEN'S RESTROOM CONTAINER	PROJECT MANAGER SAVANNA W.	DRAWING BY MAX ARBURY	DRAWING NUMBER 2

REV.	DESCRIPTION	DATE
1	ORIGINAL DESIGN RELEASE	03/09/2021

PRODUCT BOXPOP	SHEET NUMBER A1
SHEET NAME ASSEMBLY	

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1
D1 DETAIL - FLOOR PLAN

CLIENT LAGOONFEST	ACCOUNT MANGER MATT EGAN	DATE 03/09/2021	SCALE NOT TO SCALE	REV 1	DESCRIPTION ORIGINAL DESIGN RELEASE	DATE 03/09/2021	PRODUCT BOXPOP	SHEET NUMBER D1
PROJECT 20' MEN'S RESTROOM CONTAINER	PROJECT MANAGER SAVANNA W.	DRAWING BY MAX ARBURY	DRAWING NUMBER 3				SHEET NAME DETAIL	

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1/7/22

Jared Pontius

Village of Suttons Bay

RE: BoxPop Bathroom Proposal

Dear Jared,

Thanks for giving us the opportunity to provide some preliminary concepts and ideas for your public bathroom, we are very excited to be able to be presenting a proposal on this project.

20' Unisex Bathroom Container:

- 20' long - Single-trip, high-cube shipping container.
- Full custom paint system on the exterior matched to customer requirements.
- Man-door openings fabricated into container for new entrances to bathrooms.
- Floor openings made on one end of container for water, gas and electrical entrance.
- Insulated perimeter walls with vinyl wall panels.
- Insulated divider walls comprised of wood studs, batt insulation and vinyl wall panels to separate bathrooms.
- Seamless vinyl flooring throughout
- In-wall plumbing rough-in to include pro-pex water piping and PVC drain piping.
- Plumbing trim to include (2) separate non-ADA restrooms, and (1) ADA restroom.
- Exhaust Fans in each room.
- Electrical panel, GFCI receptacles, and LED lighting throughout.
- Mechanical split system for heating and cooling.
- Hauling and delivery to project site.
 - Shipping is an estimate at this time, we used an elevated shipping rate based on the current market.
- Full shop drawings and engineering services.



Shipping:

Included

- Each truck can fit (1) 40' or (2) 20' Units.
- Hauling and logistics to jobsite using licensed hauling partner.
- Unloading of truck is excluded.

Exclusions:

- Stand-alone generators.
- Stamped architectural or MEP design drawings.
- Final power/utilities hook up.
- Building permits.
- Sales Tax
- Trailer for unit hauling.

Total Investment:

\$74,160

Alternates:

1. Custom Signage: **\$ TBD**
2. To add a rooftop deck to 20' unit: **\$ 23,881**

Payment / Financing Options

- 50% down payment.
- Balance due net 30 days after delivery.

Timeline Considerations

- 2 Weeks for Shop Drawings.
- 8-10 Weeks for fabrication time from final approval.

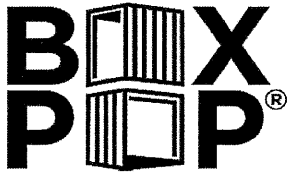
Thank you again for the opportunity to provide this proposal to your team and as previously discussed, we can rework this proposal and design to be flexible to your team's budget. Ultimately, we want to be your go-to partner to be there to build up your brand and company.



MATT EGAN
VP, SPECIALTY CONTRACTING
W: 231.941.8200 | M: 708.299.4122



Approval to Proceed: _____ Date: _____



Project: Suttons Bay Public Bathroom
 Location: Suttons Bay , MI

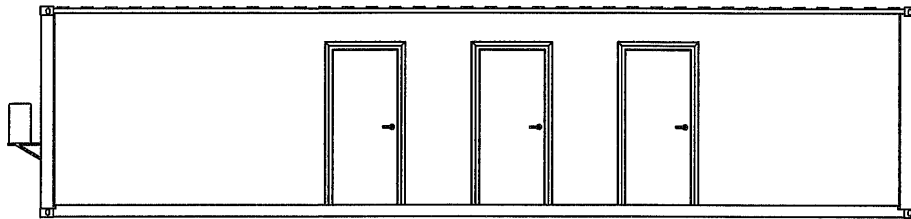
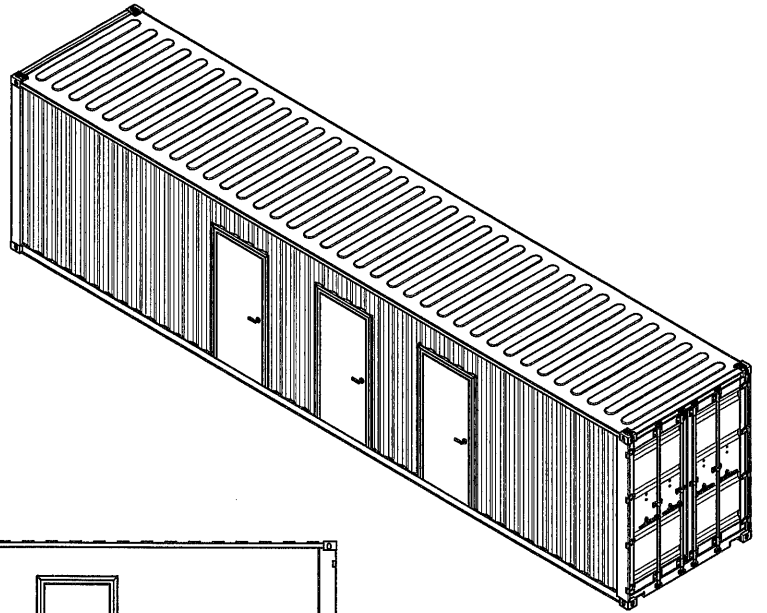
Date: 1/7/22

Budget Summary

Line	Trade	Cost
1	- Base Containers and Engineering	\$ 12,285
2	- Fabrication	\$ 2,085
3	- Paint Department	\$ 4,030
4	- Assembly	N/A
5	- Millwork	N/A
6	- Bar and Kitchen Equipment	N/A
7	- Wall Systems	\$ 13,666
8	- Print Department	N/A
9	- Doors, Frames and Hardware	\$ 5,792
10	- Glass and Glazing	\$ 1,677
11	- Flooring Systems	\$ 1,183
12	- Ceramic Tile	N/A
13	- Appliances	N/A
14	- Furniture	N/A
15	- Plumbing	\$ 15,074
16	- Mechanical	\$ 12,727
17	- Electric	\$ 5,512
18	- Accessories	N/A
19	- Hauling / Logistics	\$ 130
20	- Rental Equipment	N/A
21	- Building Permits	Excluded
22	Subtotal Direct Costs	\$ 74,160
23	- General Conditions	Included
24	- General Liability Insurance	Included
25	Subtotal Directs, GCs, Insurance	\$ 74,160
26	- Overhead & Profit	Included
27	Subtotal Directs, GCs, Insurance, OH&P	\$ 74,160
28	- Project Contingency	Excluded
29	TOTAL	\$ 74,160

SCOPE OF WORK

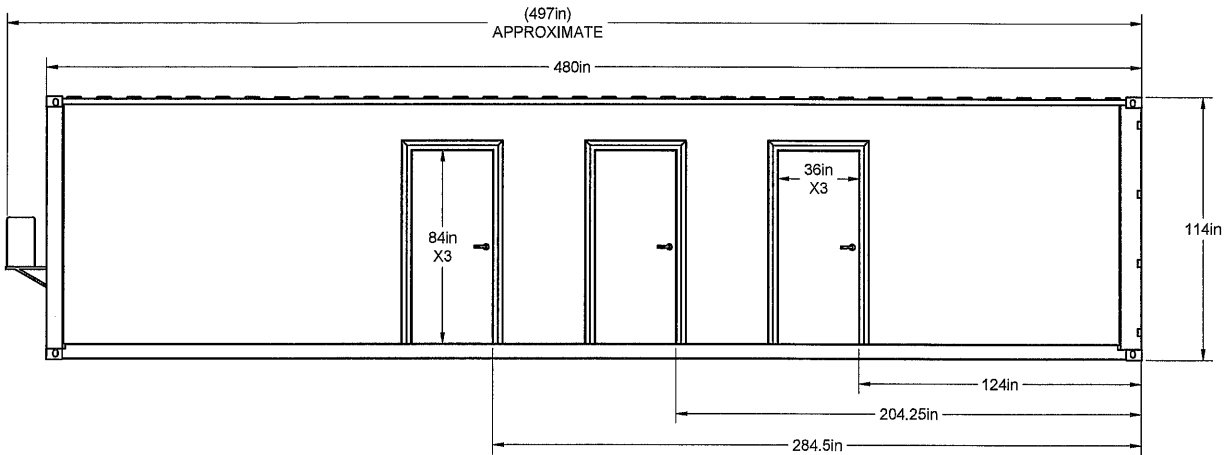
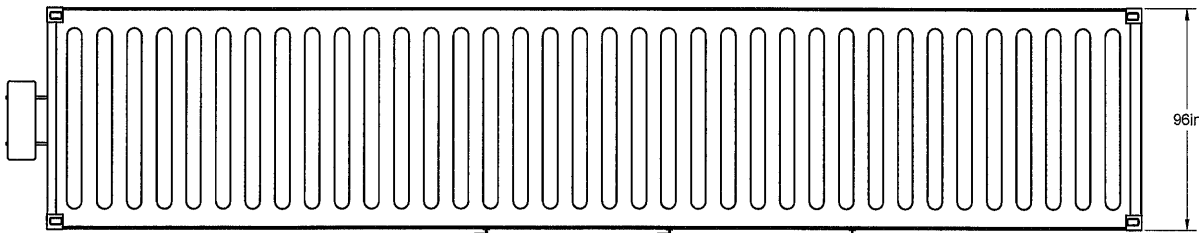
- 1) 40' SINGLE TRIP HIGH CUBE ISO CONTAINER
- 2) WOMENS RESTROOM INCLUDING: 3 TOILETS, 2 SINKS
- 3) ADA/UNISEX RESTROOM INCLUDING: 1 TOILET, 1 SINK
- 4) MENS RESTROOM INCLUDING: 2 TOILETS, 2 URINALS, 1 SINK
- 5) MECHANICAL/ELECTRICAL/PLUMBING (MEP) CHASE
- 6) 100A ELECTRICAL PANEL
- 7) NATURAL GAS FIRED HOT WATER HEATER
- 8) PLUMBING TERMINATION FOR FRESH AND WASTE WATER, LOCATION AS SHOWN
- 9) ADA RAMP
- 10) HVAC MINI SPLIT SYSTEM
- 11) VENT FANS ON OCCUPANCY SWITCH
- 12) LED LIGHTS ON OCCUPANCY SWITCH
- 13) CONVENIENCE OUTLETS
- 14) PAINT COLOR TBD PER CUSTOMER
- 15) CUSTOM LOGO TBD PER CUSTOMER
- 16) ADA GRAB BAR AT TOILET
- 17) RESILIENT GRAY VINYL FLOORING
- 18) POLYSTYRENE INSULATION
- 19) CLEANABLE FRP WALL & CEILING SURFACES
- 20) BATHROOM STALL DIVIDERS AS SHOWN, COLOR: BLACK W/ WHITE SPECKLES
- 21) 3X STEEL EXTERIOR DOORS
- 22) MIRRORS ABOVE SINK LOCATIONS



CLIENT VIRTUE CIDER	ACCOUNT MANAGER C PENNY	DRAWN DATE 4/14/2021	SCALE 1:100	REV A	DESCRIPTION ORIGINAL RELEASE	DATE 4/14/2021	PRODUCT 40' RESTROOM
PROJECT Virtue Cider	PROJECT MANAGER C PENNY	DRAWN BY Nathan Bildeaux	DRAWING NUMBER ----	B	CONFIGURATION CHANGE	4/21/2021	SHEET NAME OVERVIEW
							SHEET # 1/4



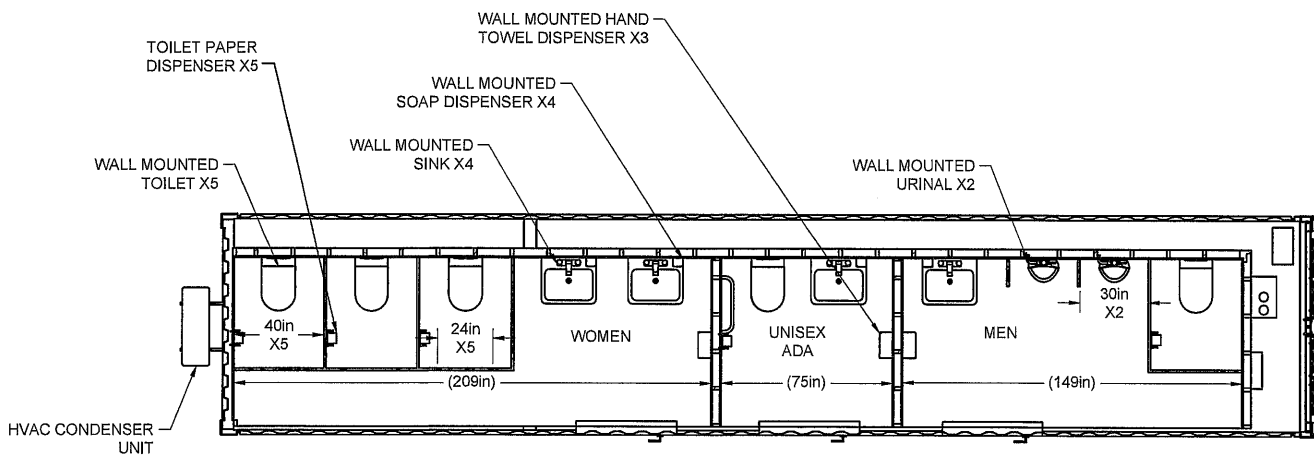
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CLIENT VIRTUE CIDER	ACCOUNT MANAGER C PENNY	DRAWN DATE 4/14/2021	SCALE 1:100	REV A	DESCRIPTION ORIGINAL RELEASE	DATE 4/14/2021	PRODUCT 40' RESTROOM
PROJECT Virtue Cider	PROJECT MANAGER C PENNY	DRAWN BY Nathan Bildeaux	DRAWING NUMBER ---	B	CONFIGURATION CHANGE	4/21/2021	SHEET NAME DETAILS
							SHEET # 2/4



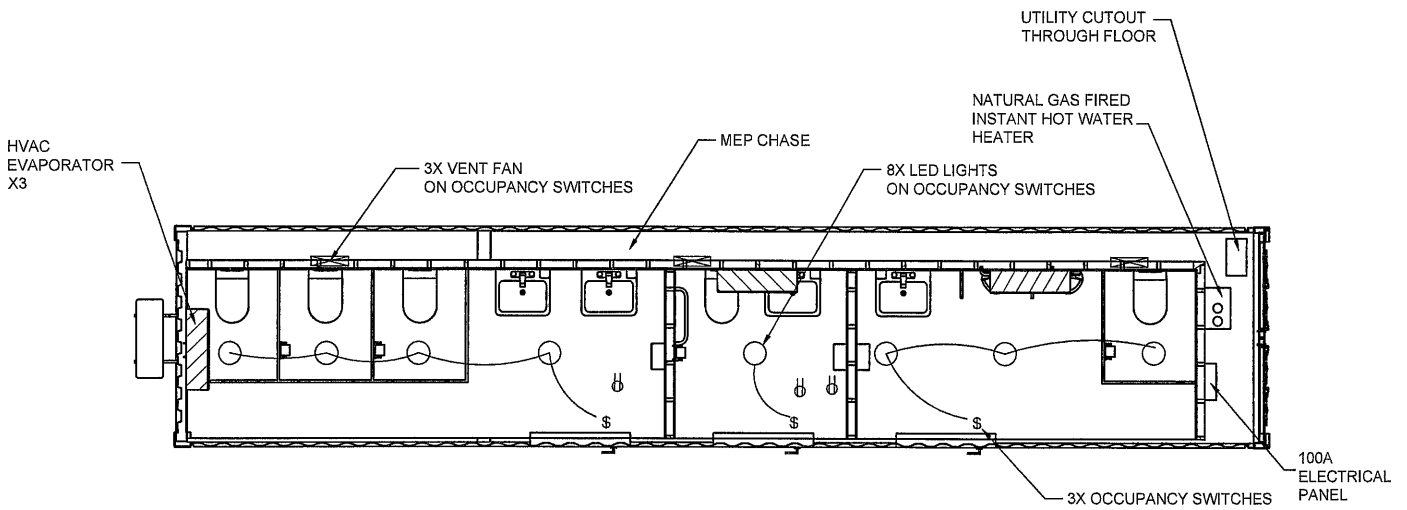
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CLIENT VIRTUE CIDER	ACCOUNT MANAGER C PENNY	DRAWN DATE 4/14/2021	SCALE 1:40	REV A	DESCRIPTION ORIGINAL RELEASE	DATE 4/14/2021	PRODUCT 40' RESTROOM
PROJECT Virtue Cider	PROJECT MANAGER C PENNY	DRAWN BY Nathan Bildeaux	DRAWING NUMBER ----	B	CONFIGURATION CHANGE	4/21/2021	SHEET NAME DETAILS
							SHEET # 3/4



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CLIENT VIRTUE CIDER	ACCOUNT MANAGER C PENNY	DRAWN DATE 4/14/2021	SCALE 1:100	REV A	DESCRIPTION ORIGINAL RELEASE	DATE 4/14/2021	PRODUCT 40' RESTROOM
PROJECT Virtue Cider	PROJECT MANAGER C PENNY	DRAWN BY Nathan Bildeaux	DRAWING NUMBER ----	B	CONFIGURATION CHANGE	4/21/2021	SHEET NAME DETAILS
							SHEET # 4/4



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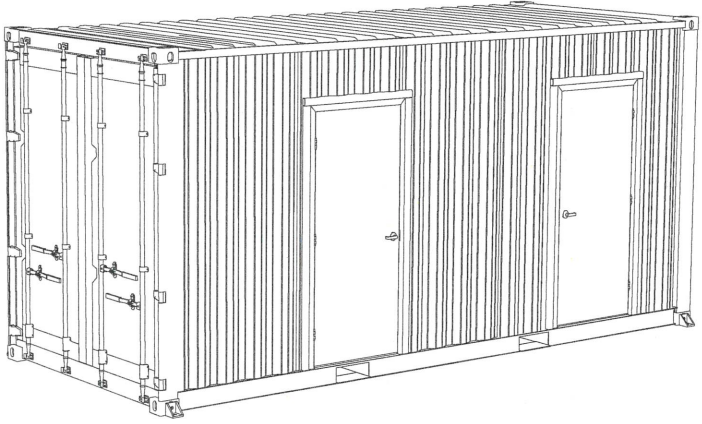
PRODUCT NAME		
UNISEX RESTROOM 20-FT CONTAINER		
JOB ITEM NUMBER: 000000000-000		
DRAWING SCHEDULE		
PAGE	SHEET #	DESCRIPTION
C1	1	COVER
D1	2	DETAIL- EXTERIOR ELEVATIONS
D2	3	DETAIL- FLOOR PLAN
D3	4	DETAIL- REFLECTED CEILING PLAN/ELECTRICAL
D4	5	DETAIL- INTERIOR ELEVATION (FRONT/BACK)
D5	6	DETAIL- INTERIOR ELEVATION (BACK)

FINISH SCHEDULE		
TAG	PMS	NAME/RGB VALUES
ALL	TBD.	WHITE

PLUMBING SCHEDULE		
BRAND	MODEL #	DESCRIPTION
TBD.	TBD.	WALL MOUNTED CORNER SINK
TBD.	TBD.	WALL MOUNTED TOILET

MECHANICAL SCHEDULE		
BRAND	MODEL #	DESCRIPTION
TBD.	TBD.	SPLIT SYSTEM HEATING AND COOLING
TBD.	TBD.	CEILING MOUNTED LED LIGHTS (QTY 4)
TBD.	TBD.	EXHAUST FAN
TBD.	TBD.	30 AMP ELECTRICAL PANEL

NOTE: ALL WALLS AND CEILING TO HAVE FRP PANELING FLOOR TO HAVE RESILIENT ROLLED GFLOORING



2322 CASS ROAD
TRAVERSE CITY, MI 49664

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CLIENT
TROPICOS

PROJECT
UNISEX RESTROOM 20-FT

PROJECT MANAGER
SAVANNA W.

ACCOUNT MANAGER
MATT EGAN

DRAWN BY
MAX ARBURY

DATE
1/27/2021

SHEET SIZE
11" X 17"

JOB NUMBER
*

REV.	DATE	DETAIL
1.0	1/27/2021	DESIGN RELEASE
2.0	2/10/2021	UPDATED LAYOUT

NOTES
=

SHEET NAME
DETAILS

PAGE
C01



2322 CASS ROAD
TRAVERSE CITY, MI 49684

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CLIENT
TROPICOS

PROJECT
UNIBEX RESTROOM 20-FT

PROJECT MANAGER
SAVANNA W.

ACCOUNT MANAGER
MATT EGAN

DRAWN BY
MAX ARBURY

DATE
1/27/2021

SHEET SIZE
11" X 17"

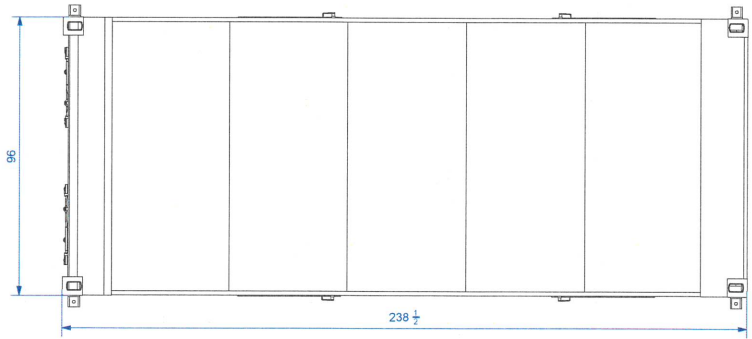
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REV.	DATE	NOTES
1.0	10/28/21	DESIGN RELEASE
2.0	01/27/21	UPDATED LAYOUT

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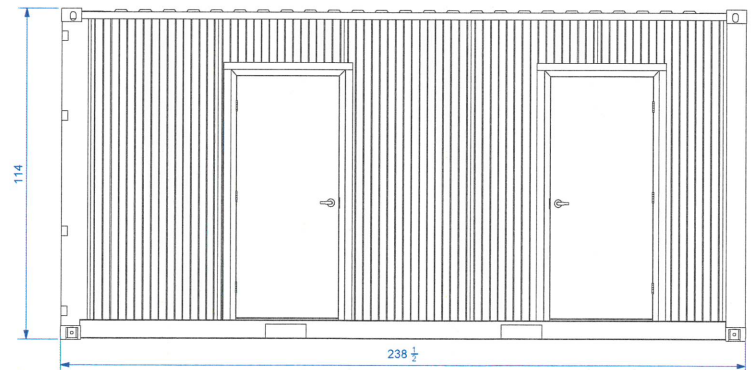
SHEET NAME
DETAILS

PAGE
D01

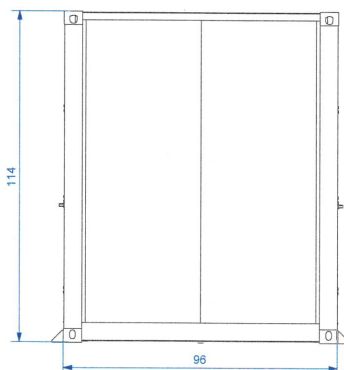


TOP VIEW

- SPECIFICATIONS**
- * 20-FT HIGH CUBE ISO CONTAINER (8'Wx20'Lx9'6"H)
 - * EXISTING CARGO DOORS (PAIR)
 - * SATIN POLYURETHANE PAINT FINISH ON INTERIOR AND EXTERIOR
 - * G-FLOOR FLOORING
 - * INSULATION
 - * FRP PANELING
 - * MAN DOOR (4)
- MECHANICAL**
- * 30 AMP ELECTRICAL PANEL (1)
 - * CEILING LED LIGHT FIXTURE (4)
 - * EXHAUST FAN (4)
- PLUMBING**
- * (4) WALL MOUNT HAND SINK (TBD.)
 - * (4) WALL MOUNTED TOILETS (TBD.)



FRONT VIEW

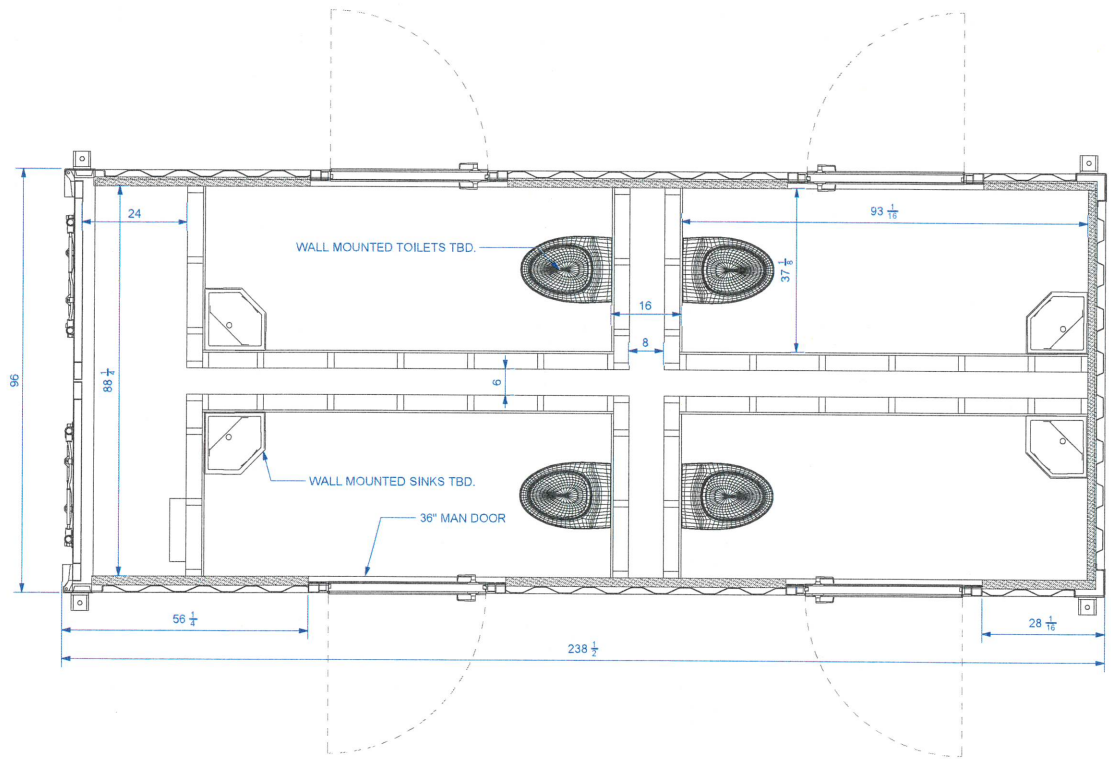


RIGHT VIEW



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TRAVERSE CITY, MI 49664

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CLIENT
TROPICOS

PROJECT
UNISEX RESTROOM 20-FT

PROJECT MANAGER
SAVANNA W.

ACCOUNT MANAGER
MATT EGAN

DRAWN BY
MAX ARBURY

DATE
1/27/2021

SHEET SIZE
11" X 17"

JOB NUMBER
-

REV.	DATE	DESCRIPTION
1A		ISSUED FOR DESIGN RELEASE
2A		ISSUED FOR LAYOUT

NOTES
-

SHEET NAME
DETAILS

PAGE
D02



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TRAVERSE CITY, MI 49684

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CLIENT
TROPICOS

PROJECT
UNIBEX RESTROOM 20-FT

PROJECT MANAGER
SAVANNA W.

ACCOUNT MANAGER
MATT EGAN

DRAWN BY
MAX ARBURY

DATE
1/27/2021

SHEET SIZE
11" X 17"

JOB NUMBER
-

REVISIONS

NO.	DATE	DESCRIPTION
1.0	1/27/21	DESIGN RELEASE
2.0	2/24/21	UPON RED LAYOUT
-	-	-
-	-	-
-	-	-

NOTES

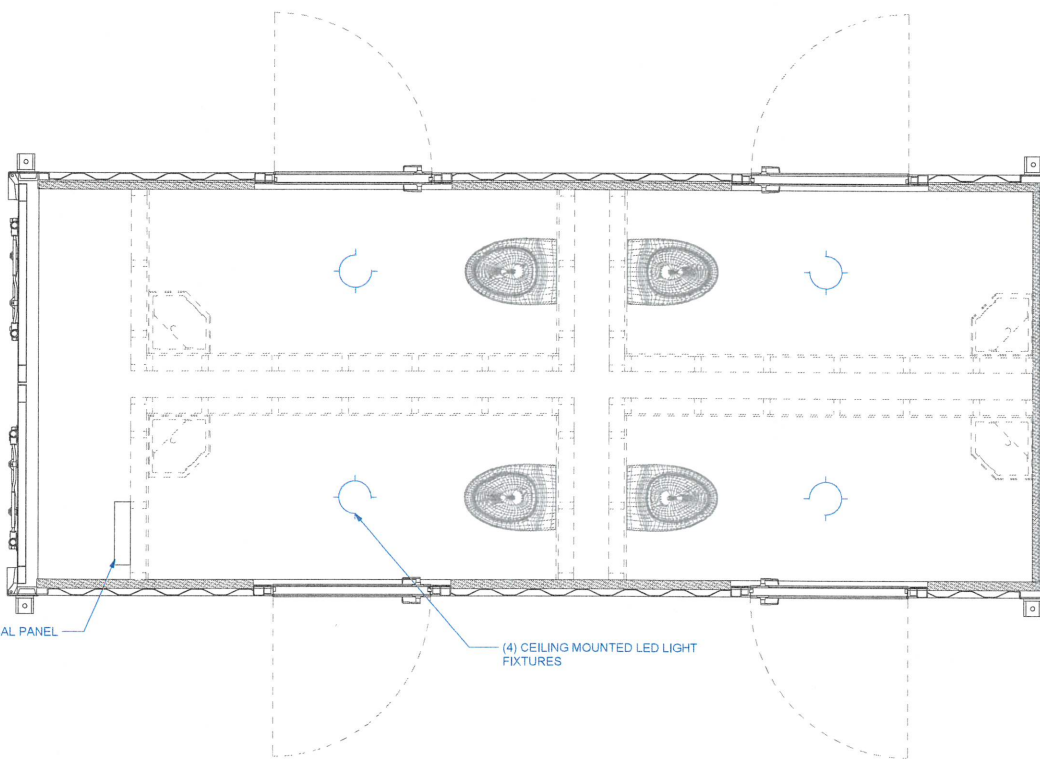
-

SHEET NAME

DETAILS

PAGE

D03



30-AMP ELECTRICAL PANEL

(4) CEILING MOUNTED LED LIGHT
FIXTURES

1
D3

DETAIL - REFLECTED CEILING PLAN



2322 CASS ROAD
TRAVERSE CITY, MI 49684

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CLIENT
TROPICOS

PROJECT
UNIBEX RESTROOM 20-FT

PROJECT MANAGER
SAVANNA W.

ACCOUNT MANAGER
MATT EGAN

DRAWN BY
MAX ARBURY

DATE
1/27/2021

SHEET SIZE
11" X 17"

JOB NUMBER
-

REVISIONS

REV.	DATE	DESCRIPTION
1.0	1/27/2021	DESIGN RELEASE
2.0	2/18/2021	UPDATED LAYOUT

NOTES

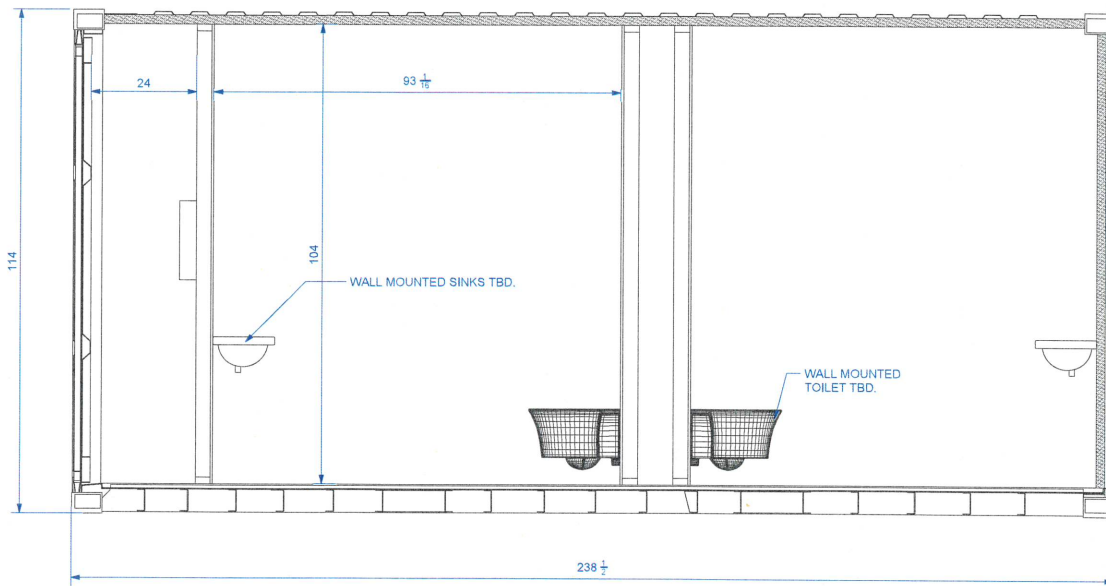
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SHEET NAME

DETAILS

PAGE

D04



1
D4

DETAIL - INTERIOR ELEVATION (FRONT/REAR)

PLEASE NOTE: THIS SHEET PROVIDES A GENERAL CONCEPT OF DESIGN AND NOT A COMPLETE SET OF CONSTRUCTION DOCUMENTS. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE DESIGNER AND SPECIFICALLY THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. ALL INFORMATION ENTERED INTO THE CLIENT'S PROJECT DATA SHEET SHALL BE USED FOR CONSTRUCTION OF THE DESIGN AND SPECIFICALLY THE ARCHITECT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.

CLIENT
TROPICOS

PROJECT
UNIBEX RESTROOM 20-FT

PROJECT MANAGER
SAVANNA W.

ACCOUNT MANAGER
MATT EGAN

DRAWN BY
MAX ARBURY

DATE
1/27/2021

SHEET SIZE
11" X 17"

JOB NUMBER
-

REVISIONS

REV.	DATE	NOTES
1.0	1/27/2021	DESIGN RELEASE
2.0	2/10/2021	UPDATED LAYOUT

NOTES

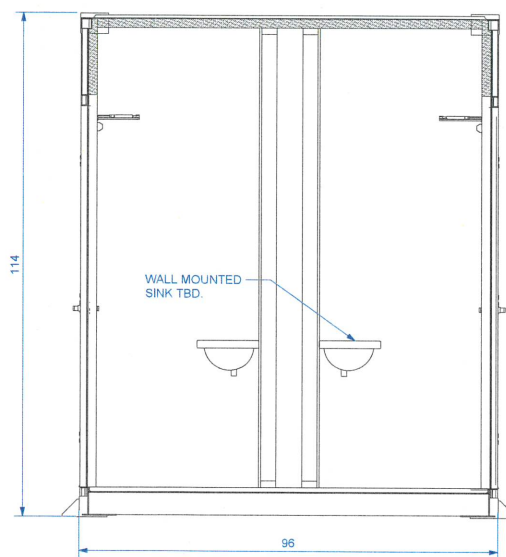
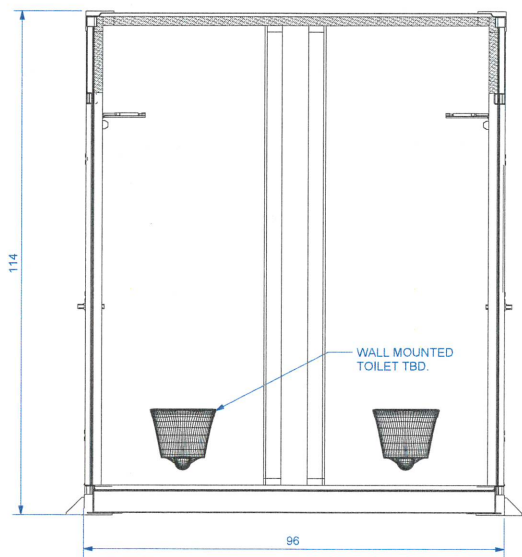
-

SHEET NAME

DETAILS

PAGE

D05





Village of Suttons Bay
420 N Front Street
P O Box 395
Suttons Bay, MI 49682
231.271.3051
suttonsbay@suttonsbayvillage.org

MASS GATHERING APPLICATION

\$100.00 Application Fee _____

Event Insurance: Use of Public Property requires liability insurance consisting of: Public Liability Insurance with limits of not less than \$1,000,000 and, Property Damage Insurance with a limit of not less than \$50,000 from a company authorized to do business in Michigan.

Please complete this application to reserve your date and receive a Mass Gathering license for your special event. If the application is not approved, the applicant will be notified by phone.

APPLICANT INFORMATION

Title of Event: World Championship Trials

Date(s) of Event: 08/06-07/22

Proposed Location of Event Suttons Bay Beach and Marina

Number of People expected to attend the event: 100

Type of Event: US Rowing Coastal Rowing World rowing championship trials

Describe in detail the activities planned: _____

APPLICANT

Name of Applicant: Lake Leelanau Rowing Club

Address: 990 South Lake Leelanau Dr. Lake Leelanau, MI 49653

Phone #: 231256-9800 Email: coachviktor@gmail.com

957 655 0270

SPONSOR

Sponsoring Organization: Fountain Point

Contact Name: Erik Zehender

Paid

Address: 990 South Lake Leelanau Dr Lake Leelanau
MI 49655

Phone #: 231 256-9806 Email: EZHENDER@gmail.com

SCHEDULE

	Date	Time	Day of Week
Setup:	<u>08.05.22</u>	<u>9:00 AM</u>	<u>Friday</u>
Event Starts:	<u>08.06.22</u>	<u>9:00 AM - 4:00 PM</u>	<u>Saturday</u>
Event Ends:	<u>08.07.22</u>	<u>4:00 PM</u>	<u>Sunday</u>
Dismantle:	<u>08.07.22</u>	<u>4:00 PM</u>	<u>Sunday</u>

EVENT DETAILS

Please provide on a separate sheet of paper, a complete disclosure and description of the following:

1. Will alcohol be sold or provided? Yes No
Description of any beverages to be provided or sold to public.
2. Will food or merchandise to be sold or provided? Yes No
Description of food or merchandise to be provided or sold to public.
3. Procedures to manage parking, traffic, road closures, and circulation Yes No
expectations for pedestrians and vehicles. *All parking at Fountain Point*
Provide details of anticipated procedures and process.
4. Do you plan to have sound amplification? *amplifiers* Yes No
Provide description. *MUSIC limited P.M. or dance*
5. Are there sanitation requirements? Yes No
Procedures and facilities to manage sanitation. *4 porta-potties*
6. Is electrical power required? Yes No
Describe power requirements and how power is to be provided. *30 or 50 AMP Power Board, which we have*
7. Will any type of tent(s) or structure be setup or installed? Yes No
Provide layout and description. *2-4 10/10*

ADDITIONAL REQUIRMENTS

Miss Dig: You may be required to contact MISS DIG no less than 1 week prior to event. Failure to do so could result in license being withdrawn and cancellation/postponement of event. 1-800-482-7171

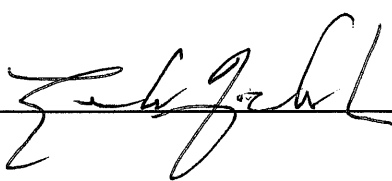
Clean Up: Licensees are responsible for cleaning and restoring the site after the event. The cost of any employee overtime incurred because of licensee's failure to clean and/or restore the site following the event will be borne by the licensee.

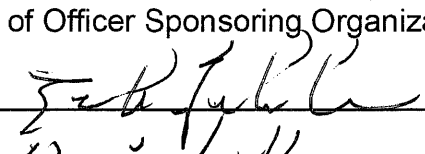
HOLD HARMLESS AGREEMENT

This special event applicant or designees of the sponsoring organization(s) (hereafter called "licensee") agrees to reimburse the Village of Suttons Bay (hereinafter called "Village") for all loss incurred by it in repairing or replacing damage to Village property proximately caused by the licensee, its officers, employee, agents, monitors, or any other persons attending or forming the special event who were, or should have been, under the licensee's control. Persons who merely attend or join in a special event are not considered by that reason alone to be "under the control" of the licensee.

The licensee further agrees to defend without costs, indemnify, and hold harmless the Village, its officers, agents, and employees from any liability to any persons, damages, losses, or injuries arising out of or alleged to arise out of the licensed event, which was proximately caused by the actions of the licensee, its officers, employees, agents, including monitors, or any other persons attending or joining in the event who were, or reasonably should have been under the control of the licensee. Persons who merely attend or join in an event are not considered by that reason alone to be "under the control" of the licensee.

I understand and agree to comply with all terms of the above Hold Harmless Agreement if my application has been approved and all special conditions and required advance payment have been met.

Signature of Applicant(s)  Date 1/11/22

Signature of Officer Sponsoring Organization
 Date: 1/11/22

Title: 

SITE PLAN

Please provide a detailed site plan that includes the following:

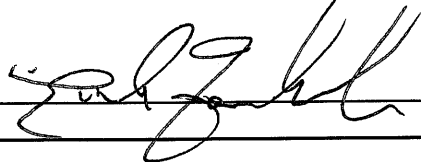
1. Area/land layout
2. Required staging areas for event(s)
3. Parking areas
4. Vehicle and pedestrian circulation routes/travel lanes
5. Street, sidewalk, pathways, closure/reroutes (include sign requirements)
6. Location of all entrances and exits
7. Sanitation –Restroom facilities area locations
8. Solid waste disposal locations
9. Location of food and water facilities
10. Temporary fencing locations
11. Primary locations for Police, Security, Fire, Medical, Emergency and their staging locations
12. Event/tent, or temporary structure locations, as applicable
13. Event coordinators location

AFFIDAVIT OF APPLICATION

As the applicant, I hereby agree to abide by the terms set forth in this application and the Ordinances of the Village of Suttons Bay. I understand the failure to do so may lead to the cancellation of the event, or the denial of a future license. I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief and I have read, understand, and agree to abide by the rules and regulations established by the Village Council and/or Village Manager.

Yes, I agree to the above terms No, I do not agree to the above terms

I declare under penalty of perjury that the information provided in this application is correct.

Signature Applicant:  Date: 1/4/22

For Office Use Only

Date Received _____ Fee Paid _____ Ck. # _____

Application Complete _____ Site Plan Provided _____ Date _____

Reviews Completed _____ Hold Harmless Signed _____ Expiration Date _____

License Approved: YES NO **LICENSE NUMBER#** _____

Village Official Signature _____ Date: _____

Additional Conditions of Approval: (attach conditions of approval)

