



VILLAGE OF SUTTONS BAY
REMOTE Access Village Council Special Meeting
Village Hall
420 N. Front Street
Suttons Bay, MI 49682 at 8:10 a.m.
December 3, 2020
Agenda

Electronic Remote Access, in accordance with Public Act 228 of 2020 will be implemented in response to COVID-19 social distancing requirements and Michigan Health and Human Services restrictions of indoor gatherings. The public may participate in the meeting through Zoom access by computer and smart phone and can find the link on our website at www.suttonsbayvillage.org

1. Regular Meeting Called to Order
2. Roll Call
3. Review and Approval of the Agenda – Conflict of Interest
4. Consent Agenda
 - a. Approval of Minutes – November 16, 2020
5. Public Comment / Communication and Reports (please limit to no more than three (3) minutes)
6. Unfinished Business
7. New Business
 - a. Report VSB-2020-62 **TRUTH IN TAXATION PUBLIC HEARING**
 - b. Report VSB-2020-63 2020 Budget Amendments
 - c. Report VSB-2020-61 2021 Budget
 - d. Report VSB-2020-60 2021 Goals & Objectives
8. Special Committee Reports/Staff Reports (Verbal)
9. Good of the Order (Council Member **Comments**)
10. Manager's Report
11. Public Comment (please limit to no more than three (3) minutes)
12. Adjournment



VILLAGE OF SUTTONS BAY
VILLAGE COUNCIL REGULAR MEETING
MINUTES OF NOVEMBER 16, 2020

The meeting was called to order at 5:40 p.m.

Present: Case (arriving at 5:44 p.m.), Christensen, Long (arriving at 5:38 p.m.), Lutke and Suppes
Absent: Bahle
Staff present: DeVol, Fay, Larrea and Miller

Approval of Agenda

Christensen moved, Long seconded, CARRIED, to approve the Agenda as presented, by an affirmative unanimous roll call vote: Ayes: 4, No: 0.

Approval of Consent Agenda

Long moved, Christensen seconded, CARRIED, to approve the Consent Agenda as presented, by an affirmative unanimous roll call vote. The Village Council meeting minutes of October 19, 2020 are approved. The Payment of Invoices are approved. Ayes: 4, No: 0.

Public Comment

Lois Bahle requested a copy of the Planning Commission Rules and Procedures. Clerk Fay will provide them to her.

Bill Perkins stated his continued desire to be appointed to the Village Council as Trustee.

Report VSB-2020-54 Budget Review

No action taken.

Report VSB-2020-56 Rules and Procedures

Case moved, Christensen seconded, CARRIED, to accept the changes as presented, by an affirmative unanimous roll call vote. Ayes: 5, No: 0.

Report VSB-2020-56 Remote Meeting Policy

Long moved, Case seconded, CARRIED, to approve the Remote Meeting Policy as presented, by an affirmative unanimous roll call vote. Ayes: 5, No: 0.

Report VSB-2020-57 Bahle Warming Hut Rental Discussion

Case moved, Christensen seconded, CARRIED, to postpone the rental of Bahle's Warming Hut for the 20/21 winter season, by an affirmative unanimous roll call vote. Ayes: 5, No: 0.

Report VSB-2020-58 Par Plan Grant Request

Long moved, Case seconded, CARRIED, to adopt Resolution #4 of 2020, Michigan Township Participating Plan Risk Reduction Grant Program, for security cameras at our Wastewater Treatment Plant, by an affirmative unanimous roll call vote. Ayes: 5, No: 0.

Good of the Order

Christensen congratulated Steve and Sarah Lutke on the birth of their twins.

Long stated he contacted Sarah U'Ren regarding access to funding for the culverts on Elm Street. He further stated U'Ren is presenting to Suttons Bay Township on December 9th, and encouraged Council members to view the presentation. It is the same presentation for Village Council. The presentation will cover potential funding available for the culverts. Long will provide Clerk Fay information for attending the meeting.

Case asked if anyone has expressed an interest in serving on the Village Council. He would like to see the vacancy filled. He further asked if any more comments were received for the "Your Park, Your Ideas", board, noting comments such as a dog park and public bathrooms. He would like this added as an agenda item at the next Council meeting. He asked if there was any movement on a design for Waterwheel Park. Case stated his appreciate for the Manager's Work Plan.

Lutke informed Council the ad for the vacancy of Village Council Trustee will run through the month of November, and that the appointment will be an agenda item in December. He will reach out to the other two individuals who ran for the position.

Manager's Report

Larrea stated in 2021, the plan is to continue with maintenance, sewer line patches, infrastructure, Elm Street as well as a couple of other streets, and Village beautification. The Village is hoping to partner with MSU Master Gardeners on the maintenance of the rain gardens. Adopt a catch basin and adopt a raingarden are programs he hopes to reinstate. Work was tentatively scheduled to begin on Broadway on November 1st, with a goal of November month end. Permits and Miss Digs are complete and the area has been staked.

Public Comment

Sharon Sutterfield stated that during the last few months of the pandemic, it has been comforting to feel a calmness in the Village and credits staff and Council for working so well together, noting that things are getting done for the first time in many years. Sutterfield extended her gratitude.

The meeting adjourned at 6:11 p.m.

Meeting minutes submitted by Shar Fay, Village Clerk.

VILLAGE OF SUTTONS BAY
VILLAGE COUNCIL SPECIAL MEETING
NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Village Council of the Village of Suttons Bay will hold a public hearing on December 3, 2020, at 8:10 a.m.

The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.


The Proposed 2021 Budget and Schedule of Fees for the Village of Suttons Bay is also subject to a public hearing at this meeting.

The above-mentioned public hearings will be held by Electronic Remote Access, in accordance with Public Act 228 of 2020 implemented in response to COVID-19 social distancing requirements and Michigan Health and Human Services restrictions of indoor gatherings. The public may participate in the meeting through Zoom access by computer and smart phone and you can find the link on our website at www.suttonsbayvillage.org.

The proposed budget may be viewed at the Village of Suttons Bay website at www.suttonsbayvillage.org.

The Village Council welcomes written and/or oral comments regarding the above-mentioned public hearing topics. Please address any correspondence to the Village Manager, 231-271-3051, or at P O Box 395, Suttons Bay, MI 49682, or by email at manager@suttonsbayvillage.org.

Respectfully submitted,
Shar Fay
Village Clerk

		VILLAGE OF SUTTONS BAY REPORT VSB -2020-62	
Prepared:	November 23, 2020	Pages:	1 of 1
Meeting:	December 3, 2020– Village Council	Attachments:	<input type="checkbox"/>
Subject:	2021 Tax Millage Rate		

PURPOSE

To hold a public hearing on the proposed tax millage rate estimate to support the 2021 budget.

STAFF COMMENTS

The Village’s fiscal year begins January 1, 2021 through December 31, 2021. The County Equalization Director sets the taxable rate in May of 2021, therefore, we pass a motion that allows for the maximum allowable millage rate by law.

The budget is based on a millage rate of 9.30 (9.2958), which is consistent with previous years, and not anticipated to change much for 2021. As stated above, because we cannot estimate an exact number, we look to previous millage rates, which are based on taxable value as well as the maximum allowable millage levy. The Council is **not** increasing the tax millage rate to support the proposed budget but estimated to be the same.

WHEREAS the Village Council of the Village of Suttons Bay, Michigan, will levy a tax of the maximum allowable under state law to support the 2021 budget; and

WHEREAS the proportion to the valuation entered thereon, the amount of tax with all delinquent special assessments and delinquent sewer, and water charges, as recorded by the Village Treasurer and on file with the Office of Village Treasurer, such record to be a permanent record of the Village of Suttons Bay.

PROCEDURE


- 1) Call the public hearing to order.
- 2) Read the following notice:

THE VILLAGE OF SUTTONS BAY COUNCIL IS HOLDING THIS TRUTH IN TAXATION HEARING TO HEAR PUBLIC COMMENTS ON THE SUBJECT OF THE PROPERTY TAX MILLAGE RATE PROPOSED TO BE LEVIED TO SUPPORT THE PROPOSED 2021 BUDGET. THE 2021 MILLAGE RATES HAVE NOT BEEN SET BY THE COUNTY, HOWEVER THE VILLAGE INTENDS TO ASSESS THE MAXIMUM MILLAGE ALLOWED BY HEADLEE.

- 3) After hearing public comments (if there are any), a motion will be required to close the public hearing.
- 4) Declare the public hearing closed.

ACTION REQUESTED

MOTION THAT THE MAXIMUM MILLAGE RATE ALLOWED BY HEADLEE TO SUPPORT THE 2021 BUDGET AS PROVIDED FOR IN REPORT VSB 2020-61 AND BEING MADE A PART OF THIS MOTION BE ADOPTED. **(Roll Call)**

		VILLAGE OF SUTTONS BAY	
		REPORT VSB -2020-63	
Prepared:	11-23-2020	Pages:	1 of 1
Meeting:	11-23-2020	Attachments:	<input type="checkbox"/>
Subject:	2020 Budget Amendments		

PURPOSE


To consider Fiscal Year 2020 Village of Suttons Bay Annual Budget amendments.

OVERVIEW

Council has been provided with the 2020 Amended Budget and the 2021 Proposed Budget. The 2020 Budget Amendments will need to be adopted with total revenues in the amount of \$2,686,274 and Expenses in the amount of \$3,735,291.

RECOMMENDATION

MOTION TO adopt the 2020 Year End budget amendments, to reflect an expense of \$3,735,291 and a revenue of \$2,686,274.

			VILLAGE OF SUTTONS BAY REPORT VSB -2020-61		
Prepared:	November 23, 2020	Pages:	1 of 1		
Meeting:	December 03, 2020 – Village Council	Attachments:	<input checked="" type="checkbox"/>		
Subject:	2020 Budget & Fees				

PURPOSE

To consider adoption of the 2021 budget as attached and provided.

STAFF COMMENTS

The budget(s) before you were presented at two previous meetings and are now up for final consideration and approval. The Planning Commission, DDA, and ZBA have reviewed the proposed 2021 budget, approved and recommended adoption. Attached you will find Resolution 5 of 2020 to adopt the Budget as presented.

ACTION REQUESTED

MOTION TO ADOPT RESOLUTION 5 OF 2020 APPROVING THE 2021 BUDGET AND FEES TO SUPPORT THE 2021 BUDGET.

**Village of Suttons Bay
Leelanau County, MI
Fiscal Year 2021 Annual Budget**

Resolution #5 of 2020

WHEREAS, the Village Manager has prepared a budget document to be presented to the Village Council covering the fiscal year commencing January 1, 2021 and ending December 31, 2021; and

WHEREAS, the proposed budget has been placed on file in the Village of Suttons Bay office and made available for public examination; and

WHEREAS, a public hearing upon the adoption of the proposed budget has been held in accordance with state law; and

WHEREAS, a public hearing to fulfill the requirement for a "truth in taxation" hearing has been held; and

Resolved, that to defray the costs of appropriations contained in said budget the estimated sum of \$3,155,355 based on the rate of 9.2958 mills or such maximum millage rate as authorized by state law, shall be raised in the Village of Suttons Bay, Michigan, by taxation for municipal purposes for the fiscal period of January 1, 2021 through December 31, 2021 inclusive, in accordance with the Village of Suttons Bay ordinances and laws of the State of Michigan relative to the taxation of real and personal property; further be it

Resolved, that the budget be placed on file in the Office of Village Clerk and be made a permanent record of the Village of Suttons Bay and is made part of this resolution by reference; further be it

Resolved, that the following appropriations be and are hereby authorized for the fiscal year beginning January 1, 2021.

GENERAL FUND

Department's:

Village Council	\$ 26,080
Village Manager	32,599
Village Clerk	10,774
Village Treasurer	23,950
Village Hall	50,190
Public Safety	85,000
Planning & Zoning	52,939
Streetlighting	13,500
Public Works	121,075
Parks & Recreation	120,695
Motor Vehicle	93,419
Transfers Out	270,100

Total General Fund	\$900,321
Major Street Fund	239,262
Local Street Fund	158,880
Sewer Fund	802,039
Water Fund	264,725
Marina Fund	658,543
Property Replacement Fund	124,200
Downtown Development Authority	7,385

I hereby certify that the above Resolution was adopted by the Village Council on December 3, 2020, at a meeting of the Village Council held VIA remote Access.

Shar Fay, Village Clerk

Village of Suttons Bay ^{SEP}Fiscal Year 2020 Amendment Budget and 2021 Proposed Budget

Revised 11-23-2020

Submitted for 12-03-2020 Village Council Special Meeting

Revenues	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Current Property Taxes	656,821	674,566	692,770	682,000	704,950	695,000
Personal Property Tax Revenue	43,959	20,569	16,889	15,000	17,000	15,000
Leased Land Tax Revenue	0	0	0	0	4,200	4,000
Permits and Fees	4,967	4,442	4,340	1,500	9,500	1,500
State Shared Revenue	54,157	55,514	59,290	50,000	50,000	50,000
State Revenue-Liquor	3,227	3,116	3,079	0	3,050	3,000
Covid Reimb Revenue	0	0	0	0	5,500	0
Grant Revenue	1,590	5,485	8,440	3,000	11,250	1,250
Local Comm Stabilization	2,104	2,275	1,925	1,200	3,200	3,000
Interest Earnings					3,000	2,800
Bahle Park Rental					900	1,200
Equipment Leases						at \$900 now, will it open before year end? trans in to motor pool from other funds
Major Streets Leases	33,582	33,582	33,600	33,600	35,600	35,600
Local Streets Leases	28,050	28,050	28,050	28,050	29,050	29,050
Water Leases	11,007	11,007	11,025	11,025	11,025	11,025
Sewer Leases	7,037	7,037	7,050	7,050	7,050	7,050
WTTP Leases	2,135	2,135	2,012	2,150	2,150	2,150
Park Lease	15,869	15,869	15,875	15,875	15,875	15,875
Marina Leases	2,427	2,427	2,450	2,450	5,450	5,450
Public Works Leases	18,752	2,752	2,775	2,775	2,775	2,775
Sale of Fixed Assets	0	0	0	0	0	0
Contributions - Private	0	1,375	500	0	4,500	0
Miscellaneous Income	16,033	6,704	592	0	7,000	0
						From Art Fest - trees 2020 - ins reimb. refund from cancelled classes
Total General Fund Revenues	901,717	876,905	890,662	855,675	933,025	885,725

Expenditures

	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Village Council						
Administrative Wages	4,165	4,165	4,165	4,175	4,175	4,175
FICA Contribution	0	0	0	0	0	0
Workers Compensation	86	100	64	125	125	125
COVID Expense					8,000	0
Legal Services	7,161	2,000	0	2,000	10,000	5,000
Audit Services	3,068	3,000	2,156	3,000	2,300	3,000
Employee Relations	14,777	10,000	260	1,000	7,000	1,000
Consultant Fees	0	15,000	1,600	2,500	1,580	1,580
Interim Manager	0	15,000	0	0	0	0
Printing & Publishing	0	100	88	200	200	200
Miscellaneous Expense	14,556	10,000	7,048	8,000	10,000	8,000
Education, Training & Dues	935	3,000	838	3,000	1,000	3,000
Total Village Council	44,748	62,365	16,219	24,000	44,380	26,080

new acct 2020
 most legal is under VII Hall
 gf portion of total (10,000, extra for bonds, SAW or TAP
 2020- Employee manual development 5000
 TPA for retirement plan docs and admin
 for charge back and BOR adj
 VC members training, mml dues, etc

	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Village Manager						
Administrative Wages	18,896	18,923	22,214	23,500	26,025	24,500
FICA Contribution	1,367	1,448	1,699	1,850	2,000	1,874
Medical Insurance	4,028	4,268	0	0	0	0
Workers Comp	144	233	144	275	275	275
Retirement Contribution	876	946	2,221	2,350	2,605	2,450
Life, AD&D Insurance	213	214	210	225	150	150
Unemployment	2	1,066	7	100	50	50
Operating Supplies	0	0	492	500	500	500
Mileage	0	300	17	300	300	300
Education, Training & Dues	0	1,450	1,376	2,500	2,500	2,500
Total Village Manager	25,526	28,848	28,380	31,600	34,405	32,599

Village Hall	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Administrative Weges	5,013	5,166	1,881	5,200	5,059	5,200
FICA Contribution	369	396	150	400	387	400
Medical Insurance	767	814	0	0	0	0
Workers Compensation	16	21	0	3	20	20
Retirement Contribution	-544	259	0	0	790	520
Life, AD&D Insurance	69	70	0	0	0	0
Unemployment	1	0	0	3	50	50
Office Supplies	6,334	5,000	5,998	6,000	7,500	7,000
Postage	1,442	1,450	1,466	1,600	1,800	1,600
Legal Services	12,793	13,000	3,287	10,000	13,000	10,000
Contracted Service	5,131	4,000	6,427	6,500	6,700	6,500
Telephones	3,502	3,850	5,279	5,500	5,500	5,500
Printing & Publishing	1,476	1,600	2,109	1,600	2,200	1,600
Insurance	4,824	5,516	5,800	5,800	5,800	5,800
Utilities - Electric	1,747	2,500	1,387	2,400	2,400	2,500
Utilities - Gas	1,333	2,000	1,578	2,000	1,800	2,000
Repair & Maintenance	319	500	307	500	1,000	500
Miscellaneous Expense	579	3,000	70	1,000	2,000	1,000
Capital Improv. - Equipment	5,812	0	0	0	0	0
Total Village Hall	50,983	49,142	35,739	48,506	56,006	50,190

office assist
2020 had addtl' pymnt,
addtl' supplies due to shutdown
increase includes equip rental, and ink
cleaning, rug rental, windows for vil hall
monthly & system maint
mtg pubs, letterhead, newsletter
electric slightly lower this year
fire ext service, addtl' ofc maint
lightening storm damage
no longer needed here- is -will be prop replacement fl

	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Streetlighting						
Utilities - Electric	11,437	12,000	12,751	13,000	13,500	13,500
Total Streetlighting	11,437	12,000	12,751	13,000	13,500	13,500
Public Works						
Administrative Wages	6,525	6,584	12,289	13,500	25,000	25,200
Wages	6,641	6,515	5,507	7,800	5,570	5,800
FICA Contribution	959	1,003	1,311	1,675	2,400	3,100
Medical Insurance	2,541	2,510	1,640	3,800	2,500	2,700
Workers Compensation	135	153	103	325	325	325
Retirement Contribution	657	595	1,491	2,175	3,100	3,100
Life, AD&D Insurance	181	155	161	275	275	275
Unemployment	1	667	10	100	100	100
Office Supplies	0	200	200	200	200	200
Operating Supplies	786	2,000	995	1,000	2,000	1,000
Waste Removal	7,284	10,000	9,120	10,000	10,000	10,000
Rental	1,213	2,400	1,742	1,800	2,800	2,800
Contractual Services	0	1,500	195	1,000	1,000	1,000
Lease of Building	0	0	0	0	0	0
Telephones	1,141	1,500	1,762	2,400	2,400	2,400
Hydrant Rental Fee	25,000	25,000	25,000	25,000	25,000	25,000
Utilities - Water	1,800	1,800	1,800	1,800	1,800	1,800
Utilities - Sewer	5,000	5,000	5,000	5,000	5,000	5,000
Repair & Maintenance	5,729	1,500	11,480	27,000	27,000	27,000
Education, Training, & Dues	0	1,500	0	1,500	1,500	1,500
Equipment/Vehicle Rent	18,752	2,752	2,775	2,775	2,775	2,775
Total Public Works	84,345	73,334	82,581	109,125	120,745	121,075

Mideal fees, dog bags, software security fees
6 yd container monthly, and spring clean-up 6800
porta jon rental, waterwheel, Bahle
DOT drug screen,
cell phones, and contracts, phones
gen fund to water fund - hydrant use
for water service
for sewer service
fire ext annual service, bids maint
to motor pool for equip rental

	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Parks & Recreation						
Administrative Wages	1,376	1,632	1,972	8,800	2,250	2,100
Wages	24,420	33,145	27,703	27,800	31,500	27,800
FICA Contribution	1,885	2,661	2,189	2,725	2,700	2,150
Medical Insurance	4,518	5,552	4,752	8,350	5,600	6,800
Workers Compensation	553	813	508	550	550	550
Retirement Contribution	1,284	1,319	2,769	3,550	3,400	3,550
Life, AD&D Insurance	424	383	386	500	500	620
Unemployment Insurance	5	2,041	3	100	100	100
Operating Supplies	2,584	3,500	3,694	3,500	4,000	3,500
Contractual Service	1,763	2,500	2,320	2,500	2,600	2,500
Insurance	385	385	400	400	400	400
Utilities - Electric	2,853	3,000	2,438	2,700	3,400	3,400
Utilities - Gas	1,049	1,350	1,277	1,350	1,350	1,350
Utilities - Water	5,000	5,000	5,000	5,000	5,000	5,000
Utilities - Sewer	10,000	10,000	10,000	10,000	10,000	10,000
Repair & Maintenance	4,937	5,000	5,081	5,000	6,000	5,000
Equipment/Vehicle Rent	15,869	15,869	15,875	15,875	15,875	15,875
Capital Improvements	19,572	0	0	30,000	30,000	30,000
Total Parks & Recreation	98,477	94,150	86,367	128,700	125,225	120,695

Liability Ins - Par Plan
all parks
Heat for park bldgs - DTE
Parks costs for water service
parks cost for sewer service
trans to motor pool for park equip rental
2020 - Cameras \$2975, fill sand \$1900
Blue dome lid cans \$2454
Raise Overheads N Park launch \$2250
2021 - 5 water fountains - \$7500
Continue Waterwheel Improv

Motor Vehicle	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Wages (admin wage)	3,157	3,236	3,680	10,325	3,950	4,195
Wages	18,385	20,262	21,100	20,675	21,000	22,759
FICA Contribution	1,565	1,798	1,817	2,450	2,200	2,065
Medical Insurance	3,967	3,897	4,644	7,100	6,000	6,200
Workers Compensation	358	588	366	675	675	675
Retirement Contribution	1,041	1,175	2,470	3,100	2,560	3,100
Life, AD&D Insurance	327	334	337	425	475	475
Unemployment Insurance	2	1,204	2	1,600	1,600	1,600
Safety Equipment	160	2,000	1,094	2,000	2,000	2,000
Operating Supplies	-82	3,500	3,495	3,500	4,500	4,500
Gas Purchases	10,957	18,000	14,896	18,000	9,000	18,000
Insurance	7,500	6,815	7,199	8,100	8,000	8,100
Utilities - Electric	1,670	2,250	1,852	2,250	2,250	2,250
Utilities - Gas	2,502	2,500	2,960	3,000	2,000	2,000
Repair & Maintenance Ground & Building	59	1,500	1,252	1,500	1,500	1,500
Vehicle Maintenance	8,419	6,000	31,076	6,000	82,000	6,000
Equipment Maintenance	23,687	8,000	10,228	8,000	12,000	8,000
Capital Improvement - Equipment	0	5,000	0	0	3,000	0
Total Motor Vehicle	83,674	88,059	108,468	98,700	164,710	93,419
Total Operational Expenditures	520,723	544,414	514,415	620,121	719,721	630,221

oil, filters, mower parts, vehicle parts, shop supplies
1900 in winter, 600 in summer months
increased due to new trucks
DPW bldg
dpw bldg
facility and grounds maint
2020 - jack dohoney- vactor repairs
mower maint, trailers, scrapers, equip, tires 2000
2020 -spray liner and side steps 3000

Transfers Out									
Major Street Fund	150,000	170,000	220,000	70,000	70,000	70,000	70,000	70,000	70,000
Local Street Fund	80,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Property Replacement Fund	22,840	120,081	120,100	120,100	140,100	140,100	140,100	140,100	140,100
Downtown Development Authority Fund	20,000	5,000	0	0	0	0	0	0	0
Total Transfers Out	272,840	355,081	400,100	250,100	270,100	270,100	270,100	270,100	270,100
Total General Fund Expenditures	793,563	899,495	914,515	870,221	989,821	989,821	989,821	900,321	900,321
Total Expenditures	793,563	899,495	914,515	870,221	989,821	989,821	989,821	900,321	900,321
Total Revenue	901,717	876,905	890,662	855,675	933,025	933,025	933,025	885,725	885,725
Excess Revenue or Expense (-)	108,154	-22,590	-23,853	-14,546	-56,796	-56,796	-56,796	-14,596	-14,596
Beginning Fund Balance	508,276	742,425	719,835	695,982	695,982	695,982	695,982	639,186	639,186
Ending Fund Balance	742,425	719,835	695,982	681,436	639,186	639,186	639,186	624,590	624,590

Major Streets

Revenues	2017	2018	2019	2020	2020	2021
	Actual	Budget	Actual	Adopted	Requested	Proposed
Grant Revenue	0	0	0	0	0	0
State Shared Revenue	76,872	76,000	82,319	77,000	77,000	77,000
Interest Earnings	475	1,200	4,621	500	2,000	500
Contributions - Private	0	0	0	0	0	0
Contributions - Governmental Units - County	29,580	30,667	31,613	31,000	32,000	31,000
Transfer In - General Fund	150,000	170,000	220,000	70,000	70,000	70,000
Miscellaneous Income	1,252	0	0	0	0	0
Total Major Street Fund Revenue	258,179	277,867	338,553	178,500	181,000	178,500
Expenditures	2017	2018	2019	2020	2020	2021
	Actual	Budget	Actual	Adopted	Requested	Proposed
Administrative Wages	4,508	5,592	6,387	10,132	7,150	9,132
Wages	30,116	33,445	32,319	35,100	32,000	35,100
FICA Contribution	2,494	2,987	2,843	3,500	3,900	3,500
Medical Insurance	6,714	7,376	6,684	10,050	7,200	8,300
Workers Compensation	1,072	1,400	1,162	1,850	1,200	1,500
Retirement Contribution	1,774	1,955	3,862	4,525	4,000	4,525
Life, AD&D Insurance	531	517	518	625	625	625
Unemployment Insurance	6	2,094	3	2,100	1,500	2,100
Operating Supplies	4,230	6,000	4,265	6,000	6,000	6,000
Engineering Services	0	2,000	0	2,000	2,000	2,000
Audit Services	263	600	562	600	575	600
Contractual Service	5,224	12,500	1,040	12,500	6,000	12,500
Building Lease	0	0	0	0	0	0
Liability Insurance	413	413	425	425	370	425
Repair & Maintenance	4,218	8,000	3,967	8,000	8,000	8,000
Sidewalks	1,129	5,000	0	5,000	1,000	5,000

TAP Grant, no rev - st pays for project
winter maint was 166'10 and PA 82 was 6200

From Co Road Comm millage
Gen Fund contrib to Major Street Fund

Increase to 10% in 2019

salt, sand, mulch,
projects other than tap

maj str portion of 10000 (6%)
snow removal, summer striping, tree maint, sweeping

patch, street repairs repairs

	10,392	0	0	0	0	0	0	0	0	2020	2021
Miscellaneous	10,392	0	0	0	0	0	0	0	0		
Loan Payment - Property Replacement Fund	2,855	2,855	2,855	2,855	2,855	2,855	2,855	2,855	2,855		
Equipment/Vehicle Rent	33,582	33,583	33,600	33,600	33,600	35,600	35,600	35,600	35,600		
Capital Improvements	29,882	11,500	21,272	452,996	522,461	101,500	101,500	101,500	101,500		
Total Major Street Fund Expenditures	139,403	137,817	121,764	591,858	642,436	239,262	239,262	239,262	239,262	469,461	85,000
Total Expenditures	139,403	137,817	121,764	591,858	642,436	239,262	239,262	239,262	239,262	469,461	85,000
Total Revenues	258,179	277,867	338,553	178,500	181,000	178,500	178,500	178,500	178,500	38,000	15,000
Excess Revenue or Expense (-)	118,776	140,050	216,789	-413,358	-461,436	-60,762	-60,762	-60,762	-60,762	15,000	1,500
Beginning Fund Balance	156,015	274,791	434,841	651,630	651,630	190,194	190,194	190,194	190,194		
Ending Fund Balance	274,791	434,841	651,630	238,272	190,194	129,432	129,432	129,432	129,432		

Local Street Fund

Revenues	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Grant Revenue	0	0	0	0	0	0
State Shared Revenue	48,114	41,000	47,769	41,000	44,000	42,000
Interest Earnings	253	500	1,671	900	500	500
Contributions - Private	0	0	0	0	0	0
Transfer In - General Fund	80,000	60,000	60,000	60,000	60,000	60,000
Miscellaneous Income	275	0	3,064	0	0	0
Total Local Street Fund Revenues	128,642	101,500	112,504	101,900	104,500	102,500
Expenditures	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Administrative Wages	4,508	5,593	6,387	12,100	7,150	8,000
Wages	28,986	32,201	31,013	30,825	30,500	33,000
FICA Contribution	2,411	2,850	2,747	3,375	3,700	3,375
Medical Insurance	6,514	7,140	6,472	9,200	7,164	8,300
Workers Compensation	1,072	1,700	1,124	1,800	1,500	1,600
Retirement Contribution	1,718	1,900	3,732	4,375	3,800	4,200
Life, AD&D Insurance	512	500	499	625	625	625
Unemployment Insurance	6	1,000	3	350	300	350
Operating Supplies	2,281	3,500	4,546	4,500	4,500	4,500
Engineering Services	0	0	0	2,000	2,000	2,000
Audit Services	241	600	562	600	575	600
Contractual Service	3,404	11,500	1,040	8,500	7,000	8,500
Lease of Building	0	0	0	0	0	0
Insurance	413	413	425	425	425	425
Repair & Maintenance	4,295	3,500	4,928	6,500	6,500	6,500
Rep & Maint - Broadway Street	0	0	0	0	48,000	40,000
Sidewalks	682	0	0	5,000	1,000	5,000

sales tax rev fr st of mi, includes winter maint rev

fr gen fund

10% of gr wage

salt, sand, mulch, signs, etc

loc str portion of 10,000 (6%)

sweeping, tree maint, painting

patch, street repair

new acct in 2020 \$8000 \$40000 & \$40,000 for 2021 K

Sewer Fund

Revenues	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed	
Permits and Fees	5,560	5,500	5,500	5,500	0	5,500	Connection fee for 1 new hook up
Grant Revenue	125,782	152,700	0	0	1,250	0	2020- 1/2 of camera grant,
Charge for Services	146,976	140,000	142,969	140,000	142,000	140,000	usage based fee fluctuates by user, \$ 0.00663 per gal
General Fund	15,000	15,000	15,000	15,000	15,000	15,000	Parks and Public Works
Marina Fund	10,000	10,000	10,000	10,000	10,000	10,000	
RTS Fees	113,757	113,800	114,248	113,800	113,800	113,800	Static charge on monthly bill based on meter size
Waste Hauler Fees	79,421	72,000	125,826	90,000	98,000	92,000	Revenue of \$0.06 per gal, Williams
Capital Charge	162,255	162,000	163,036	165,000	163,000	163,000	Static charge on monthly bill based on meter size
Penalties	5,251	3,000	3,423	2,000	1,300	1,300	reduced penalty rev covid
Interest Earnings	5,136	6,600	12,527	7,500	5,000	3,000	
Miscellaneous Income	58	0	24,134	0	0	0	
Total Sewer Fund Revenues	669,196	680,600	616,663	548,800	549,350	543,600	
Expenditures							
Collection System							
Administrative Wages	23,775	26,250	31,751	32,970	45,300	45,800	
Wages	19,430	20,200	22,264	21,600	25,000	25,500	
FICA Contribution	3,154	3,500	3,984	4,175	5,500	5,295	
Medical Insurance	7,927	8,213	7,512	10,760	9,200	9,600	
Workers Compensation Insurance	383	564	351	700	350	500	
Retirement Contribution	2,151	2,240	4,968	5,457	7,100	6,990	
Life, AD&D Insurance	625	625	612	725	750	750	
Unemployment Insurance	5	50	4	50	50	50	
Office Supplies	105	0	0	200	200	200	
Safety Equipment	319	0	307	2,000	1,500	2,000	
Operating Supplies	2,204	2,500	3,604	2,500	4,000	3,500	includes meters, badger ann service, billing stock, etc
Postage	1,292	1,250	1,288	1,300	1,300	1,300	100 per mo for mailing bills, 100 addtl' misc postage

Legal Services	437	750	0	750	300	750	750	not spent yet in 2018, fees for lift sta docs?
Audit Services	2,848	2,570	2,263	2,600	2,300	2,600	2,600	sewer portion, may have extra exp in 2019 fr SAW
Contractual Services	1,315	2,000	2,539	2,500	2,500	2,500	2,500	Computer IT, misc services
Lease of Building	0	0	0	0	0	0	0	
Settlements	0	0	0	0	0	0	0	
Telephones	2,850	3,300	3,552	3,400	3,700	4,000	4,000	Centurylinkphone lines, equip, and cell phones
Printing & Publishing	60	50	0	50	50	50	50	
Insurance	370	370	375	400	435	450	450	Liability ins - Par Plan
Utilities - Electric	6,469	8,200	8,541	8,300	10,600	10,600	10,600	
Utilities - Gas	859	1,100	1,126	1,200	1,200	1,200	1,200	DTE Energy
Repair & Maintenance	4,678	7,500	10,667	7,500	7,500	7,500	7,500	includes generator annual maint, Cummins Bridgeway
Education, Training & Dues	95	200	0	500	500	500	500	
Loan Payment - Property Replacement Fund	13,704	13,704	13,725	13,725	13,725	13,725	13,725	Sewer fund portion of Bldgs loan payment
Depreciation	44,786	61,661	66,871	70,000	70,000	70,000	70,000	
Equipment/Vehicle Rent	7,037	7,037	7,050	7,050	7,050	7,050	7,050	Trans to Motor Pool
Capital Improvement.	155,317	248,631	106,822	155,500	69,500	40,000	40,000	
Total Sewer Fund Collection System	302,198	422,465	300,176	355,912	289,610	262,410	262,410	2020 Collections 2021
								TAP 23,000 SCADA 15000
Wastewater Treatment Plant								1 generator 35869 Patching 25000
Administrative Wages	7,863	7,800	9,110	15,850	10,275	10,000	10,000	PS gas line 418
Wages	8,595	9,300	9,676	9,820	9,800	10,090	10,090	PS lift eval 1900
FICA Contribution	1,196	1,308	1,393	1,970	1,650	1,600	1,600	Camera - lift sta 2975
Medical Insurance	3,275	3,752	2,487	4,700	2,300	2,480	2,480	
Workers Compensation	210	250	215	275	275	275	275	
Retirement Contribution	817	875	1,870	2,567	2,075	2,009	2,009	
Life, AD&D Insurance	228	250	233	325	350	350	350	
Unemployment Insurance	6	50	7	50	50	50	50	
Safety Equipment	40	100	266	500	500	500	500	
Operating Supplies	1,384	2,000	2,426	2,000	3,000	3,000	3,000	includes water cooler, copier maint contract, Northern
Postage	0	35	0	50	50	50	50	

Water Fund

Revenues	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Permits and Fees	4,150	0	880	475	650	500
Charge for Services	77,629	80,000	69,224	75,000	77,000	76,000
General Fund	6,800	6,800	6,800	6,800	6,800	6,800
Marina Fund	5,000	5,000	5,000	5,000	5,000	5,000
RTS Fees	59,489	58,000	63,494	60,000	62,000	62,000
Capital Charge	55,601	55,000	55,085	55,000	55,000	55,000
Grant Revenue - St of MI	0	0	0	0	4,500	0
Penalties	2,013	1,000	1,552	800	600	600
Interest Earnings	649	500	3,821	2,000	2,300	2,000
Hydrant Rental	25,000	25,000	25,000	25,000	25,000	25,000
695.0 Miscellaneous Revenue	223	0	305	0	200	0
Total Water Fund Revenues	236,554	231,300	231,161	230,075	239,050	232,900

will amend if new hook-ups
water usage based on per gal used, \$0.0295 per gal
From Parks and Public Works
From Marina
These are static, based on meter size \$9.58 per mo
These are static, based on meter size \$9.00 per mo
EGLE - Wellhead pymnt
rev transferred in fr gen fund

Expenditures

	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Administrative Wages	29,665	30,493	38,807	39,750	53,100	52,500
Wages	26,472	28,007	29,984	30,097	32,300	34,000
FICA Contribution	4,088	4,775	5,080	5,343	6,650	6,600
Medical Insurance	10,756	11,225	9,742	10,200	11,800	12,500
Workers Compensation	715	1,075	673	1,225	1,100	1,200
Retirement Contribution	2,801	2,925	6,452	6,984	8,700	8,650
Life, AD&D Insurance	799	786	784	900	900	950
Unemployment Insurance	4	50	6	200	100	200
Office Supplies	200	100	45	300	300	300
Safety Equipment	120	2,000	320	2,000	2,000	2,000
Operating Supplies	6,435	7,000	6,782	7,000	7,000	7,000
Lab Analysis	2,343	3,000	1,733	3,000	2,900	3,000
Postage	1,373	1,400	1,220	1,400	1,400	1,500
Engineering Services	0	2,000	0	2,000	8,000	8,000

10% contrib beg 2019

includes meters, bill cards, ann software fees
weekly, qtrly water samples
\$100 per mo for bills, plus annual report
USDA

MARINA FUND

Revenues	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Pump outs	2,940	2,000	3,474	3,200	3,010	3,200
Gas Sales	120,696	95,000	132,354	125,000	119,000	125,000
Gas Sales - Tax Exempt	1,048	0	1,557	1,000	500	1,000
Sale of Ice	1,220	1,500	1,510	1,200	254	1,000
Launch Fees	525	450	32	200	0	500
Annual Launch Pass	90	0	6	0	0	0
Waiting List	1,808	1,400	2,400	1,700	2,500	1,700
Penalties	0	300	419	0	500	0
Interest Earnings	3,901	500	31,069	4,000	4,000	4,000
Transient Fees	64,568	60,000	75,534	68,000	92,100	65,000
Marina Day Use	1,985	1,500	1,695	1,500	1,200	1,500
Slip Fees	240,407	230,000	272,351	272,000	278,000	272,000
Sale of Fixed Assets	0	0	0	0	0	0
Loan Repayment - Water Fund	21,271	22,403	21,160	0	0	0
Miscellaneous Income	1,073	30	72	0	85	0
Proceeds from Debt Financing	0	0	0	0	0	0
Total Marina Fund Revenues	461,532	415,083	543,633	477,800	501,149	474,900

Cust removed if non-payment, penalties are rare
 dependant on weather, can fluctuate
 billed annually in Jan, based on boat length
 final payment in 2019 for loan to water fund
 Bond Revenue

Expenditures	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Administrative Wages	16,475	20,467	27,555	28,860	41,700	40,887
Wages	45,660	59,388	53,533	56,900	59,300	58,900
Wages Dock Hands	28,492	35,000	30,968	36,750	38,750	38,750
FICA Contribution	6,747	8,787	8,338	9,372	11,000	10,500
Medical Insurance	10,949	13,245	11,543	15,100	15,000	15,500
Workers Compensation	2,709	3,748	2,336	2,700	2,000	2,700
Retirement Contribution	3,136	3,693	7,701	8,676	11,500	9,978
Life, AD&D Insurance	935	1,052	1,039	1,100	1,100	1,140
Unemployment Insurance	16	5,393	20	2,250	2,000	2,000
Uniform	397	700	536	700	900	1,200
Operating Supplies	10,032	11,000	6,543	9,000	11,000	7,000

2020-masks, 2021 -New Village Logo in shirts
 2020 - addt'l for high water 2021-New Red Nun Buoys

Ice Purchases	739	1,000	1,269	1,000	200	1,000	1,000	bagged ice for sale at marina
Gas Purchases	102,730	95,000	112,318	120,000	101,000	120,000	120,000	
Sales Tax	95	3,000	3,323	4,000	4,000	5,000	5,000	based on amount of fuel sold
Waste Removal	742	1,000	1,184	1,000	1,000	1,000	1,000	weekly pick-up for 6 yd draw
Engineering Services	0	2,000	0	2,000	1,000	2,000	2,000	misc as needed, not related to existing projects
Legal Services	758	0	0	1,000	500	1,000	1,000	possible ord revision, and misc legal needs
Audit Services	701	900	584	900	600	900	900	marina portion of 10,000, addtl for bond reporting
Rentals	4,190	4,000	4,378	4,500	5,800	4,500	4,500	porta-jons, cleaning, etc
Contractual Services	2,692	6,000	3,248	6,000	4,000	4,000	4,000	
Lease of Building	0	0	0	0	0	0	0	
Telephones	3,491	4,200	2,627	2,700	2,700	3,500	3,500	Harbor Master Cell phone
Community Promotion	0	500	0	500	0	500	500	
Insurance	398	400	653	670	670	670	670	
Utilities - Electric	6,585	8,500	9,771	12,000	14,000	14,000	14,000	increase- bubblers
Utilities - Gas	795	800	788	800	800	800	800	
Utilities - Water	5,000	5,000	5,000	5,000	5,000	5,000	5,000	water costs - transfer to water dept
Utilities - Sewer	10,000	10,000	10,000	10,000	10,000	10,000	10,000	sewer costs - transfer to sewer dept
Repair & Maintenance	13,300	5,000	13,885	8,500	12,000	8,500	8,500	2020 -addtl Waggener \$2344 & TC Coatings \$3055
Miscellaneous Expense	0	0	53	200	200	200	200	
Education, Training & Dues	300	1,000	293	1,000	500	1,000	1,000	dockhand classes, haz-mat training, CPR
Contributions to Property Replacement Fund	2,885	2,885	2,900	2,855	2,855	2,855	2,855	
Depreciation	55,017	59,975	129,202	134,975	136,000	136,000	136,000	
Equipment/Vehicle Rent	2,427	2,427	2,450	2,450	2,450	2,450	2,450	
Capital Improvements	18,287	34,500	1,373,660	72,000	91,000	56,800	56,800	
Payment on Marina Bond	0	0	45,000	45,000	45,000	45,000	45,000	
Interest Expense	0	0	43,714	43,313	43,313	43,313	43,313	Cap Improv 2020 2021
Bond Fees	0	0	0	0	0	0	0	
Total Marina Fund Expenditures	356,660	410,560	1,916,412	653,771	678,838	658,543	658,543	
Total Expenditures	356,660	410,560	1,916,412	653,771	678,838	658,543	658,543	Gator 7000 Landscape N Pier 25000
Expense Less Depreciation	301,663	350,585	1,787,210	518,796	542,838	522,543	522,543	Elmers 33000 Solar path lighting 2000
Total Revenue	461,532	415,083	543,633	477,800	501,149	474,900	474,900	Ladders 2500 Dock ladders 1000
Excess Cash Revenues or Expenses (-)	159,869	64,498	-1,243,578	-40,996	-41,689	-47,643	-47,643	Thomas Bid 5800 Wave Attenuator 12000
Beginning Cash Balance	478,515	638,384	702,882	599,787	599,787	558,098	558,098	Kal pkg lot, grade 5050 Gangway gates 2000
Ending Cash Balance	638,384	702,882	599,787	558,791	558,098	510,455	510,455	landscapae 2000 Signage 1200

Property Replacement Fund

Revenues	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Interest Earnings	1,503	0	4,420	2,000	2,000	2,000
Transfer In - All Funds	58,819	156,060	156,160	156,050	176,050	176,050
Total Property Replacement Fund Revenues	60,322	156,060	160,580	158,050	178,050	178,050
Expenditures						
Payments on Loans	45,761	46,902	48,062	49,184	49,500	50,500
Loan Interest Exp.	11,339	19,910	9,037	7,900	7,900	6,700
Capital Expenditures	9,564	30,000	55,023	0	52,000	67,000
Capital Expenditures Bidg.	0	0	0	0	0	0
Total Property Replacement Fund Expenditures	66,664	96,812	112,122	57,084	109,400	124,200
Total Expenditures	66,664	96,812	112,122	57,084	109,400	124,200
Total Revenue	60,322	156,060	160,580	158,050	178,050	178,050
Excess Revenues or Expenses (-)	-6,342	59,248	48,458	100,966	68,650	53,850
Beginning Fund Balance	285,414	279,072	344,857	393,315	393,315	461,965
Ending Fund Balance	279,072	344,857	393,315	494,281	461,965	515,815

Loan payment for new buildings
 Loan Interest for new buildings

	2020	2021
vehicle 1	42,000	plow truck 60,000
equip/furniture	10,000	flag pole VH 5,000
	52,000	equip. 67000

Downtown Development Authority

Revenues	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Current Property Taxes	0	0	0	0	0	0
Tax Penalty and Interest	0	0	0	0	0	0
Interest Revenue	3	0	0	5	150	5
Transfer In - General Fund	20,000	5,000	0	0	0	0
Total Downtown Development Authority Revenue	20,003	5,000	0	5	150	5
						fire dept and village rev, based on 100000 incr in tv
						no contributions from gen fund beg 2018
						3050 233 325 8%
Expenditures	2017 Actual	2018 Budget	2019 Actual	2020 Adopted	2020 Requested	2021 Proposed
Administrative Wages	2,424	2,470	2,810	2,820	3,200	3,050
Wages	0	0	0	0	0	0
FICA Contribution	184	189	212	225	280	240
Medical Insurance	624	400	177	200	200	200
Workers Compensation	21	21	14	25	25	25
Retirement Contribution	116	130	281	282	325	305
Life, AD&D Insurance	31	31	30	40	40	40
Unemployment Insurance	1	25	25	25	25	25
Office Supply	57	200	80	100	100	100
Operating Supplies	0	200	40	100	100	100
Engineering Services	0	0	0	0	0	0
Legal Services	0	3,000	0	1,000	1,000	1,000
Audit Services	263	240	207	350	250	250
Contractual Service	6,116	1,000	0	1,000	1,000	1,000
Postage	0	50	0	50	50	50
Printing & Publishing	0	2,000	0	1,000	1,000	1,000
Total Downtown Development Authority Expenditure	9,837	9,956	3,851	7,217	7,595	7,385
Total Expenditures	9,837	9,956	3,851	7,217	7,595	7,385
Total Revenues	20,003	10	0	5	150	5
Excess Revenues or Expenses (-)	10,166	-9,946	-3,851	-7,212	-7,445	-7,380
Beginning Fund Balance	26,377	36,443	29,146	25,295	25,295	17,850
Ending Fund Balance	36,443	29,146	25,295	18,083	17,850	10,470
						DDA portion of 10,000 (2%)



2021

Fee Schedule

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		SEWER FEES		
		System Development Fee		\$5,000.00
*See Note 1 & 2	Tap In Fee			\$500.00
		Total Connection Fees		\$5,500.00
Meter Size	READY TO SERVE (MONTHLY FEE)	CAPITAL FEE (MONTHLY)	COMBINED COST	
5/8" to 1"	\$17.00	\$24.25	\$41.25	
1 ¼ " to 1 ½"	\$57.12	\$81.48	\$138.60	
2"	\$105.06	\$149.78	\$254.84	
3"	\$241.23	\$344.06	\$585.29	
NOTES	WATER USAGE FEE (SEWER ONLY)		COST	
Per 1,000 Gallons	Metered Water		\$6.63	
Multi-Use and Multi-Family	READY TO SERVE (MONTHLY FEE)	CAPITAL CHARGE (MONTHLY)	COMBINED COST	
PER UNIT	\$17.00	\$24.25	\$41.25	
PLEASE NOTE: ESTIMATED FEES ARE BASED ON A 1" METER SIZE PER EACH INDIVIDUAL UNIT				
*PLEASE SEE NOTE #3				
NOTES	OTHER SEWER FEES		TOTAL COST	
Per Gallon	Holding Tank Waste		\$0.06	
NON-VILLAGE USER RATE	Sewer and/or Water Monthly service charge, commodity charge, terminated service turn on fee, or any other charge relating to water and/or sewer services for Township parcels shall be 1.5 times the fees or charges for Village residents.		1.5 x RATE	
NOTES	WATER FEES		TOTAL COST	
SYSTEM DEVELOPMENT FEE			\$3,000.00	
TAP IN FEE			\$500.00	
CONNECTION FEE			\$3,500	
METER SIZE	READY TO SERVE (MONTHLY FEE)	CAPITAL FEE (MONTHLY)	COMBINED COST	
5/8" to 1"	\$9.58	\$9.00	\$18.58	
1 ¼ " to 1 ½"	\$28.95	\$27.24	\$56.19	
2"	\$54.80	\$51.54	\$106.34	
3"	\$139.50	\$131.12	\$270.62	

Multi-Use and Multi-Family	READY TO SERVE (MONTHLY FEE)	CAPITAL CHARGE (MONTHLY)	COMBINED COST
PER UNIT	\$9.58	\$9.00	\$18.58
PLEASE NOTE: ESTIMATED FEES ARE BASED ON A 1" METER SIZE PER EACH INDIVIDUAL UNIT			
*PLEASE SEE NOTE #3			
METER TYPE / NOTES	OTHER WATER FEES		COST
Metered Water	Per 1,000 gal.		\$2.95
Irrigation Meter	Monthly Fee		\$5.00
PLEASE NOTE: THE CUSTOMER IS RESPONSIBLE FOR THE COST OF THE METER, ASSEMBLY AND INSTALLATION			
Analysis	Water Quality Analysis		\$65.00 + COST OF THE TEST
TURNING ON & TURNING OFF WATER			COST
During working hours - less than 72 hour notice			\$60.00
During non-working hours - emergency calls			\$90.00
Seasonal On/Off - with 72 hour advance notice.		EACH SERVICE	Off \$25/ On \$25.00
Turn on Fee - water service failure to pay		EACH SERVICE	\$25.00
Turn on Fee - sewer only customer minimum fee		EACH SERVICE	\$250.00
Late Penalty Fee			10%
Bulk Water Purchase			\$50.00 plus \$5.90 per 1,000 gallons
NOTE #1	If the actual tap installation cost exceeds the minimum tap fee of \$500.00, the property owner will be required to pay the additional costs on an actual time and material.		
NOTE #2	*The Village is responsible for installing the service pipe from the main to property line.		
	*The property owner is responsible for installing the building pipe.		
	*Services over a 1" in size will have an additional fee based on an additional time and material charge.		
NOTE #3	For buildings with businesses, and no residential units billing for the RTS/CAP charges would be per connection size, regardless of the number of businesses.		
	For buildings with both businesses and residential units, billing for RTS/CAP charges would be one at the 1" connection rate for one less than the number of residential units and one at the connection size rate for the rest of the building, regardless of the number of businesses.		
EXAMPLES	TYPE	# OF UNITS	COST
	SINGLE FAMILY HOUSE	1	UNIT RATE
	DUPLEX	2	UNIT RATE
	APARTMENT BUILDING (4-UNITS)	4	UNIT RATE COST PER UNIT
	BUILDING WITH 1" METER & 5 BUSINESSES	1	UNIT RATE

PLANNING COMMISSION APPLICATION FEES		MARINA SLIP FEES	
Site Plan Review Level A		Seasonal Main Marina Slip Vessels up to 25 ft	\$1,875.00
< 5,000 sq ft addition	\$500.00	Seasonal Main Marina Slip, per foot over 25 ft	\$75.00
< 5,000 sq ft use permitted by right. See exceptions ZO Section 14-4 (3)	\$500.00	Seasonal Coal Dock Slips Vessels up to 25 ft	\$1,625.00
Amendment to Level A	\$250.00	Seasonal Coal Dock Slips per foot over 25 ft	\$65.00
Site Plan Review Level B		Day Use Slip, per hour for boat, pwc, or dinghy	\$3.00
> 5,000 sq ft (SUP, PUD, Site Condominiums)	\$1,000.00	* Transient Slip, vessels up to 25 ft overall length per day	\$32.00
Amendment to Level B	\$500.00	* Transient Slip vessels > 25 ft overall length per day	\$32.00 + 1.00 per ft
Escrow Fees pursuant to ZO Section 14.2(F) shall apply as indicated		Transient pre-season rate: 4-15 thru 6-15	Discount 25%
MEETING FEES		Transient Post Season rate: 9-15 thru 10-15	Discount 25%
*Conceptual Review	\$100.00	Waiting List Fee, annual	\$20.00
Zoning Board of Appeals	\$500.00	Pump Out Services	\$10.00
*Petition for Master Plan Amendment	\$2,500.00	Launch Fee Annual	\$35.00
*Request for Zoning Ordinance Amendment	\$1,000.00	Launch Fee each occurrence	\$5.00
*Request for Map Amendment	\$1,000.00	MARINA SEASONAL SLIP REFUND PERCENTAGE	
*Request for Annexation	\$1,000.00	January 1-February 28	100%
*Escrow Fees pursuant to ZO Section 14.2(F) apply		March 1 to May 14	75%
RESIDENTIAL LAND USE PERMITS		May 15-May 31	50%
Single Family Dwelling	\$50.00	June 1 -June 30	25%
Residential Additions	\$50.00	July 1 -end of the season	NO REFUND
Residential Garages	\$50.00	Michigan State Waterways Rate-Scale D. All 42' docks min of 40' charge	
Assessory/Incidental Uses	\$50.00	CIVIL INFRACTION FINES - LOCAL ORDINANCE VIOLATION (MINIMUM)	
Two Family (Duplex) Dwelling	\$100.00	1st Offense	\$100.00
		2nd Offense	\$250.00
		3rd Offense	\$500.00
Multi-Family Dwelling	\$100.00 + 20.00 per unit / per structure	PARK FACILITY RESERVATIONS	
		*Bahle Hut (per day rate)	\$100 + \$100 Deposit
NSF Fee -Returned Check	\$25.00	North Park Rental	No fee- Reservation Required

OTHER PERMIT FEES		OTHER PERMITS	
Failure to Permit	2 x the required fee	Curb Cut /Driveway Application	\$50.00
Sign Permit	\$50.00	*Mass Gathering Application	\$100.00
Commercial/Industrial LUP	\$100.00	Short Term Rental Application	\$500.00 /3 yr term.
No structure yet uses that require a permit	\$50.00	NOTE: Fee is waived for Suttons Bay Schools during regular scheduled school days.	
Home Occupation Permit	\$100.00		
Land Division/Boundary Adjustment	\$250.00	DOCUMENT FEES	
Mileage Fees	IRS Reimbursement	*Zoning Ordinance	\$30.00
		*Master Plan or Recreation Plan	\$30.00
		* Plus cost of mailing	

		VILLAGE OF SUTTONS BAY REPORT VSB -2020-60	
Prepared:	November 23, 2020	Pages:	1 of 1
Meeting:	December 03, 2020 – Village Council	Attachments:	<input type="checkbox"/>
Subject:	2021 Goals and Objectives		

PURPOSE

To consider Goals and Objectives based on the 2021 Budget.

STAFF COMMENTS

When creating the annual work plan, I will typically create Goals from what I have heard from the VC, PC, residents, and visitors on how to improve our community. I then create Objectives on how to achieve those goals. Below is an example of what I have envisioned our focus to be heading into 2021.

A brief overview of what to anticipate for 2021 is as follows;

- Goal: To instill pride in our community and establish partnerships
 - Objective:
 - Create a volunteer base of residents based on their interests.
 - Explore artistic talents of our residents both young and experienced and identify the community benefit.
 - Continue to improve relationship with the Garden Club
 - Continue to work with the MSUE Master Gardener program.

- Goal: To continue our efforts of bringing our streets, to an acceptable maintenance level.
 - Objective:
 - Repave 800 feet of Elm Street (\$85,000)
 - Apply for a joint permit to fix “hump” on S. Shore.
 - Identifying funding opportunities to address the Elm Street culverts
 - Continue with Local Road patching projects
 - Explore downtown light pole funding

- Goal: To continue our efforts of bringing our sewer and water infrastructure to an acceptable maintenance level and be more efficient in the process.
 - Objective - Sewer / water
 - Address sewer line issues identified as a part of the SAW grant process (\$25,000)
 - Purchase program to help notify Staff of any emergency issues associated with the system.
 - Install security cameras at the DPW campus

- Goal: To evaluate and address stormwater infiltration system for roads.
 - Objective:
 - Re-establish a raingarden adoption initiative and embrace volunteerism.

VILLAGE COUNCIL

- Evaluate raingardens to determine if they are in need of re-construction or elimination.
- Create an Adopt a Basin initiative to help keep basins free of debris.

- Goal: To expand and improve our non-motorized network.
 - Objective:
 - Plan for an expansion of the sidewalk network from Shore Drive to Suttons Park
 - Identify sidewalks within our neighborhoods in need of repair and create a plan for replacement.
 - Continue to work with TART Trails to improve and expand the trail.

- Goal: To improve our current park system.
 - Objective:
 - Create pocket park seating areas and connectivity within our park system.
 - Create a new waterwheel pocket park located adjacent to Haystacks.
 - Purchase and install new water fountains and benches for Suttons, Waterwheel, Marina and Duester parks.
 - Identify funding opportunities to construct a new Marina pedestrian bridge.
 - Finalize newly drafted lease with Inland Seas.

- Goal: To plan for our future and make ourselves grant eligible to achieve tasks.
 - Objective:
 - Complete our Parks & Recreation Plan
 - Prepare a new Master Plan
 - Prepare a new Marina Plan.
 - Re-write the roadway ordinance to address various issues (boat parking, etc.)
 - Re-evaluation / redrafting of STR Ordinance
 - Rescind, re-write and re-negotiation of the intergovernmental agreements between Suttons Bay Township and the Village.

- Other tasks include:
 - Closing out and resolving TAP project issues.
 - Exploring wave insulator project
 - Viking Cruise Lines
 - Park discussions to identify a budget and prioritize future park projects.

ACTION REQUESTED

Discussion