



VILLAGE OF SUTTONS BAY  
GENERAL SERVICE COMMITTEE  
MEETING NOTES OF NOVEMBER 2, 2021

The meeting was called to order at 8:12 a.m., by Lutke.

Present: Long and Lutke  
Absent: Smith  
Staff present: DeVol, Fay, Larrea and Miller

#### Reports

General Service Report – Miller reported staff continues to pick up leaves.

#### Budget Amendments 2021

Larrea reviewed the 2021 budget amendments noting expense increase of \$3,000 for the spring clean-up. Larrea noted a savings in repair and maintenance (no extensive mold damage in the basement of the Village Hall). There was expense increase under Parks and Rec, Operating supplies, due to material purchases for staff projects, and an expense increase in Repair and Maintenance for the Sutton Park platform damage. Larrea noted an increase in revenue, \$32,000 (\$64,000 over two years) received from the ARPA Federal grant (Covid relief), placed in Major streets to cover the outpouring of money into Major Streets. The Village had approximately \$293,000 in Capital improvements, \$190,000 of which was for the TAP grant project. There was an added line item to track the Broadway Street project, and because phase II wasn't necessary, there was a savings in expenditures. Following discussions, Committee is recommending the General Service 2021 Budget amendments be approved by Council.

#### Budget Introduction 2022

Larrea reviewed the proposed 2022 budget, noting an increase in Major Streets to support sidewalk repairs. Capital improvements for \$60,000 listed under Local Streets have been quoted, and include improvements to Lincoln Street (two segments) and Grove Street. Capital improvements under Parks and Rec include mobi mats, water fountains, Park signs, Suttons Park concrete path, and new restroom doors.

Lutke voiced concern about the ending fund balance, noting it is the lowest since 2017. Larrea stated the overall fund balance is still good. Larrea stated the TAP Grant is now paid out so the trend should improve. DeVol stated transfers can happen from the General Fund if an amendment is needed.

Long asked, by using the segmented approach, when do we think we will be caught up on some of the things not addressed in the past. Larrea stated that if the Village obtains the loan for infrastructure of the water system, we should be in good shape from that perspective.

Regarding roads and following this year, perhaps in another couple of years the Village should be in much better shape than we have been. Other road segments, such as S. Shore, will be looked at in the future.

Following discussions, Committee recommended the General Services 2022 Budget be approved by Council.

Committee member comments

Lutke stated Debby Smith is out due to surgery but sent him comments, mostly reflecting goal setting.

The meeting adjourned at 8:28 a.m.

Meeting notes submitted by Shar Fay, Village Clerk.