



UTILITY/MARINA COMMITTEE

420 N Front St.

Suttons Bay, MI 49682

November 3, 2025 at 8:30 am

AGENDA

Call to Order

1. Reports (staff)
 - a. DPW Director Report
 - b. Marina Report
 - c. WWTP Report

2. Public Comments

Please limit remarks to no more than three (3) minutes or less.

3. Committee Business

- a. 2026 Fee Schedule
 - b. 2026 Utility & Marina Budget(s) Discussion

4. Status Update – Other Committees

- a. 2026 Fee Schedule
 - b. 2026 General Services Budget(s) Discussion
 - c. 2026 Administrative & Personnel Budget(s) Discussion

5. Public Comments/Written Communication

6. Committee Member Comments

7. Announcements

8. Adjournment



VILLAGE OF SUTTONS BAY

REPORT VSB -2025-32

Prepared:	October 31, 2025	Pages:	1 of 1
Meeting:	November 3, 2025	Attachments:	☐
Subject:	Water Rate Increase 2026		

PURPOSE

To inform the committee of the water cost increase for 2026.

STAFF COMMENT

In May of 2025, we increased our Ready to Serve and Cost per 1000 gallons water rates to reflect a \$1.00 increase for the remainder of 2025. In the same resolution, the Village Council approved a \$0.75 rate increase for 2026. This report is simply serving as a reminder that we will be increasing our rates on January 1st. We have provided the below tables simply to remind/inform the VC and public of the change.

Table 1

READY TO SERVE RESIDENTIAL & NON-RESIDENTIAL RATES			
Meter Size	Number of Meters by Size	2025 Rate Ready to Serve Cost	2026 Rate Ready to Serve Cost
5/8" to 1"	451	\$11.98	\$13.77
1 1/4" - 1 1/2"	10	\$36.19	\$38.90
2"	9	\$68.50	\$73.64
3"	1	\$174.38	\$183.09
4"	0	\$313.88	\$321.72

Table 2

COST PER 1000 GALLONS USED			
2025 Increase	2025 Rate	2026 Increase	NEW 2026 Rate
\$1.00	\$3.95	\$0.75	\$4.70

ACTION REQUESTED

Discussion

NOTES	SEWER FEES		TOTAL COST (PER UNIT)
	Application Review Fee		\$100.00
	System Development Fee		\$5,000.00
*See Note 1 & 2	Tap Fee		\$500.00
	Total Connection Fees		\$5,500.00
Please note: Total connection fees (per unit) are required to be paid at the time of application for sewer.			
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
4"	\$433.50	\$618.40	\$1,051.90
NOTES	WATER USAGE FEE (SEWER ONLY)		COST
Per 1,000 Gallons	Metered Water		\$6.63
MULTI-USE & 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 (PER UNIT)
	Application Review Fee		\$100.00
	System Development Fee		\$3,000.00
	Tap Fee		\$500.00
	Total Connection Fees		\$3,500
Please note: Total connection fees (per unit) are required to be paid at the time of application for water.			
METER SIZE	READY TO SERVE (MONTHLY FEE)	CAPITAL FEE {MONTHLY}	COMBINED COST
5/8" to 1"	\$13.77	\$9.00	\$22.77
1 ¼ " to 1 ½"	\$38.90	\$27.24	\$66.14
2"	\$73.64	\$51.54	\$125.18
3"	\$183.09	\$131.12	\$314.21
4"	\$321.72	\$236.89	\$558.61

MULTI-USE & MULTI-FAMILY	READY TO SERVE (MONTHLY FEE)	CAPITAL CHARGE {MONTHLY}	COMBINED COST
PER UNIT	\$13.77	\$9.00	\$22.77
PLEASE NOTE: ESTIMATED FEES ARE BASED ON A 3/4" METER SIZE PER EACH INDIVIDUAL UNIT			
*PLEASE SEE NOTE #3			
METER TYPE / NOTES	OTHER WATER FEES		COST
Metered Water	Per 1,000 gal.		\$4.70
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 Off/On - with 72 hour advance notice.		EACH SERVICE	Off \$25/ On \$25.00
Turn Off/On Fee - water service failure to pay		EACH SERVICE	Off \$25/ On \$25.00
Turn on Fee - sewer only customer minimum fee		EACH SERVICE	\$250.00
Late Penalty Fee			10%
Bulk Water Purchase			\$50.00 plus \$9.40 per 1,000 gallons
WATER & SEWER NOTES			
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		# 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



UTILITY/MARINA COMMITTEE
Meeting Notes of October 6th, 2025
420 N. Front Street
Suttons Bay, MI 49682

The meeting was called to order at 8:30 a.m.

Present: Lutke, Yoder and Smith

Absent:

Staff present: Aylsworth, Larrea and Miller

Reports

DPW Director Miller stated they have begun the chlorination of the lines which will run through October 12th.

Edie noted that the marina is still 70% occupied and will be closing on the 15th of October.

Public Comment: Kristin Crackel spoke regarding water runoff concerns at 418 St Marys.

VSb-2025-29 State of Michigan Water ways Increase

Larrea noted the State of Michigan Waterways commission has raised the rates for next year by 10%. The harbor master is requesting a 5% increase for 2026 and a 5% increase for 2027 to meet the State of Michigan Waterways fees for boat slip rates. Committee recommends that the Village Council support the increase as proposed by the harbor master.

Committee member comments: Yoder is concerned about the parking on St Marys in the 600 block. He noted when people turn on to St Marys from M-2024, they are presented with a parked vehicle in the travel lane.

The meeting adjourned at 8:40 am

Meeting notes submitted by Dorothy Petroskey, Clerk

Schedule of Fees (cont)

MARINA SLIP FEES - SEASONAL		MARINA FEES (other fees)	
Seasonal Main Marina Slip Vessels up to 25 ft	\$2,468.00	Waiting List Fee, annual	\$25.00
Seasonal Main Marina Slip, per foot over 25 ft	\$99.00	Pump Out Services	\$10.00
Seasonal Coal Dock Slips Vessels up to 25 ft	\$2,205.00		
Seasonal Coal Dock Slips per foot over 25 ft	\$88.00	LAUNCH FEES	
		Launch Fee Annual	\$40.00
MARINA SLIP FEES - TRANSIENT		Commercial/Livery Launch Fee Annual	\$200.00 (See Note #8)
Transient Slip, vessels up to 25	\$42.00	Recreational Per Launch Fee	\$5.00
Transient Slip vessels > 25 ft overall length per day	\$42.00 + 1.00 per ft	Commercial Launch Fee	\$10.00
Transient pre-season rate: April 15 - June 15	Discount 25%	MARINA SEASONAL SLIP REFUND PERCENTAGE	
Transient Post Season rate: September 15 - October 15	Discount 25%	January 1-February 28	100%
Boat, pwc, or dinghy	\$5.00/hr	March 1 to May 14	75%
		May 15-May 31	50%
		June 1 -June 30	25%
		July 1 -end of the season	NO REFUND
Michigan State Waterways Rate-Scale G. All 42' docks min of 40' charge			
NOTES			
NOTE #4	Fee is waived for Suttons Bay Schools during regular scheduled school days.		
NOTE #5	No Fee - Reservations Required		
NOTE #6	Mailing cost are in addition to Document Fees		
NOTE #7	Escrow Fees pursuant to ZO Section 14.2(F) shall apply as indicated		
NOTE # 8	After initial purchase of \$200, additional passes may be added for \$25 per pass.		
NOTE # 9	These Civil Infraction fees do not supersede those listed in an adopted		