

**2021 VILLAGE MANAGER
WORK PLAN**

PROJECT	PRIORITY LEVEL	DESCRIPTION	STATUS
PARKS & RECREATION PLAN	HIGH	Pre-Draft has been distributed to the sub-committee for review (less census information).	IN PROGRESS
MASTER PLAN	HIGH	Update the Master Plan / Separate from Joint Master Plan	IDLE
ELM STREET PAVING CONTRACT	HIGH	Contract secured.	COMPLETE
ELM STREET CULVERTS	HIGH	Discussions with State, regional and local offices are on going... Downgraded to Idle.	IDLE
ELM STREET BRIDGE DAMAGE	HIGH	Litigation is moving forward against insurance company. We are waiting on the insurance company to finish inspection on the bridge.	IN PROGRESS
INLAND SEAS LEASE AGREEMENT	HIGH	10- Year Contract Signed - Provisions to be reviewed every 2 years with yearly Marina/Inland Seas staff meetings to improve communication.	COMPLETE
BROADWAY ROAD RAINGARDENS	HIGH	Searching for original calcs to avoid having to pay engineer.	IN PROGRESS
FEMA - FIRM MAP	HIGH	Map open houses held January 5th & 7th by FEMA	COMPLETE
WATER RESERVOIR INITIATIVE	HIGH	Funding for water storage is being sought. Both USDA & EGLE have opportunities that may fit the Village need. More to come....	IN PROGRESS
WELLHEAD PROTECTION PROGRAM	HIGH	PLAN RECEIVED	COMPLETE
VACATION HOME RENTAL ORDINANCE	HIGH	Research to determine housing stock percentage, etc. has begun. Legislature is reviewing a new bill to take away all local control. This is the 3rd attempt in as many years. More to come.	IN PROGRESS
SANITARY SEWER FIX	HIGH	DPW Identified a broken line that requires repair. See David Millers staff report. Hired a company to video the line for comparison to the SAW video.	COMPLETE
LITIGATION	HIGH	All counts of Bob Joyce vs Village of Suttons Bay have been dismissed by the 13th Circuit Court. Joyce has 21 days to appeal the dismissal of his erroneous case (June 24th)	COMPLETE
ZONING ORDINANCE REVIEW	HIGH	A re-write of the zoning ordinance is needed for successful development and redevelopment in our commercial core. As drafted it is a deterrent. Downgraded to idle.	IDLE
PLANNING CONSULTANT	HIGH	Contract Signed.	COMPLETE
BLIGHT ORDINANCE	HIGH	Elevated to HIGH priority status for 2021- The Committee reviewed the ordinance and had various questions that are being researched. The Ordinance is being modified to a Civil Infraction Ordinance. At the Attorneys for review. We anticipate having a final copy to the VC in July for discussion and consideration.	IN PROGRESS
REC VEHICLE PARKING ORDINANCE	HIGH	Unattached trailer parking on Village street prohibition. DRAFT 1 Complete. At the Attorneys for review.	IN PROGRESS

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MARINA ORDINANCE AMENDMENT	HIGH	The Marina Ordinance is being amended to address a few seasonal issues. Draft to be proposed at April Committee meeting.	COMPLETE
TAP PROJECT	HIGH	The TAP project continues to linger as we work towards finalization. Disappointing but not surprising.	COMPLETE
WASTEWATER TREATMENT PLANT CAMERA GRANT	HIGH	Received Grant from Risk Reduction Grant Program.	COMPLETE
S. SHORE "HUMP" FIX	HIGH	Repair of the nemesis S.Shore "hump".	COMPLETE
WEST ROAD SIDEWALK	HIGH	We have secured a contract of approximately \$5,000 for the removal and repair of the West Street Sidewalk. We are awaiting bids on the tree removal which will have to occur prior to work on the sidewalk. Everyone tends to be very busy and tree removal and concrete work is without exception.	IN PROGRESS
MARINA / BARKENTINE WALKWAY	HIGH	Contract signed. Necessary improvements to the walkway connecting Marina patrons with the restrooms has begin. This walkway was deemed a hazard due to the washouts and brick movement. Work on the project began on June 14th and we anticipate completion by the time of the meeting.	IN PROGRESS
WEDGE POCKET PARK	HIGH	Wedge Park is now open and generating excitement among visitors of the park and residents alike. The grass is growing well, old stumps have been ground down, the fence has been repaired, and the old bench has been removed to emphasize the creek. "Jack's" water bottle filler is now installed.	COMPLETE
SUTTON PARK PLATFORM COLLAPSE	HIGH	Project Completed and restored with grass and riprap.	COMPLETE
VILLAGE AUDIT	HIGH	The annual audit is complete and has been received. Thank you Lorrie for all your hard work.	COMPLETE
SUTTON PARK FENCE	HIGH	We will be installing a fence on the property line between Sutton Park and Suttons Bay Cottages due to the continual violations by renters parking on the lawn and outside of parking areas. This issue has been causing continuous enforcement issues as of late.	IN PROGRESS
ELM STREET GRANT	HIGH	50/50 Grant Submitted	IN PROGRESS
WASTEWATER TREATMENT PLANT CAMERA PURCHASE / INSTALLATION	MEDIUM	Installed 4-27-21. \$2,500 grant reimbursement received.	COMPLETE
INTERGOVERNMENTAL AGREEMENT SEWER & WATER	MEDIUM	The Utilities Committee -wastewater treatment plant's capacity with reserved capacity too high to offer outside Village services at this time.	COMPLETE
MARINA WALKWAY REMOVAL	MEDIUM	Dilapidated and hazardous wood walkway removed adjacent to Mill side.	COMPLETE
M-22 SIDEWALKS	MEDIUM	Extension of sidewalk located on the east side of M-22 to access Suttons Park and Hansen's.	INITIATIVE RETRACTED

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PEDESTRIAN LIGHT (MDOT)	MEDIUM	Requires partnership with MDOT. Positive discussions have taken place. Sidewalk extension to Suttons Park is a prerequisite...More to come....	INITIATIVE RETRACTED
MASTER PLAN SURVEY	MEDIUM	A 1st draft of the survey has been drafted for review by PC sub-committee.	IN PROGRESS
HERITAGE ROUTE PLAN REVIEW	MEDIUM	Review and evaluation of the adopted Heritage Route Plan	IDLE
DOWNTOWN BANNERS	MEDIUM	Banners for our downtown light poles have been designed and sent to Britten Banners for production.	IN PROGRESS
PLOW TRUCK	MEDIUM	Researching options for next season.	IDLE
PLOW TRUCK WING	MEDIUM	Research continues..	IDLE
MARINA BRIDGE REPLACEMENT	MEDIUM	Several calls to experienced groups continues. This request may qualify for a grant (50/50).	INITIATED
MSUE GARDNER PROGRAM - PARTNERSHIP INITIATIVE	MEDIUM	MSUE Master Gardener program - Projects identified - Implementation discussions are forthcoming.	INITIATED
WALL MOUNTED WATER BOTTLE FILERS	MEDIUM	Researching 4 water fountains with bottle filler. Cost has increased nearly 75% since 2020 looking at best options may have to change strategy. More to come...	INITIATED
IDENTIFY ARTISTS	MEDIUM	Explore artistic talents of our residents both young and experienced and identify the community benefit such as murals etc.	IDLE
SUTTON PARK WALKWAY	MEDIUM	We are seeking an estimate for a concrete walking path through the park for installation.	INITIATED
WATERWHEEL BOTTLE FILLER	MEDIUM / LOW	A water bottle filler has been ordered for the "wedge" portion of waterwheel park. - Delivered pending installation.	COMPLETE
SUTTON PARK FENCE	MEDIUM / LOW	Fence along the northern boundary of the park will delineate park boundary from private resort.	INITIATED
DOWNTOWN STREET LIGHTS	MEDIUM / LOW	Research forthcoming	IDLE
VILLAGE WIFI	MEDIUM / LOW	Meeting held with Tribal representatives on 3-11-21. We are awaiting a design proposal for next steps which is expected in the next 14 days. Representative contacted on 4-27-21 & 5-24-21 for an update. Unfortunately, retraction appears imminent.	IN PROGRESS
ELMER'S STREET EVALUATION	MEDIUM / LOW	A meeting with Elmer's representatives to evaluate 3 roadways took place on 6-7-21. These meetings are intended to understand a cost to fix our most challenging roadways so we can budget appropriately.	COMPLETE
VIKING CRUISE LINES	MEDIUM / LOW	No update	IDLE
SUTTON PARK FENCE	MEDIUM / LOW	Fence along the northern boundary of the park will delineate park boundary from private resort.	INITIATED
SALT STORAGE BARN	MEDIUM / LOW	Determining need.	IDLE

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ADOPT A BASIN	MEDIUM / LOW	Discussion with City of Traverse City on this initiative is forthcoming	IDLE
ADOPT A RAINGARDEN	MEDIUM / LOW	Council member Coleen has been spearheading this initiative with Clerk Shar.	IN PROGRESS
DOWNTOWN CAMERAS	MEDIUM / LOW	Cameras will be located at all crosswalks. Focus switched to North Park due to vandalism.	IN PROGRESS
SAIL SHADE PROJECT	MEDIUM / LOW	Researching the availability of used sailboat sails to use for shade. - A sail has been donated for the pop-up park. Thank you Hakuma Matada!	INITIATED
DDA - OPT OUT	MEDIUM / LOW	DDA Board has requested STAFF to inquire about opt out entities. A spreadsheet was created and presented at March DDA meeting showing what the capture would be if entities opted in.	IN PROGRESS
LAND DIVISION ORDINANCE	MEDIUM / LOW	Public Hearing 3-15-21 - Adopted by VC	COMPLETE
SUTTONS PARK - PARKING LOT RECLAMATION	MEDIUM / LOW	The current parking lot is to be reclaimed to eliminate the traffic safety issue caused by a lack of curb cut. Parking will be relocated to be parallel with M-22. A curb cut will be added to provide safe ingress and egress of vehicles.	INITIATIVE RETRACTED
DOWNTOWN BANNER POLICY	MEDIUM / LOW	To be reviewed by Attorney.	COMPLETE
MEETING ROOM ACOUSTICS	MEDIUM / LOW	Ongoing search for local company to evaluate and provide a solution.	INITIATED
LEAF / GRASS REMOVAL CHANGES	MEDIUM / LOW	Proposal to streamline leaf and grass removal to a more structured practice.	COMPLETE
VILLAGE CLEAN UP PRACTICE CHANGE	MEDIUM / LOW	By moving the Village clean-up day to the Fall, it would provide our residents with the ability to utilize both the Township event and Village event. Committee has recommended that we change this event to the Fall for 2021.	COMPLETE
PARK SIGNS	LOW	Awaiting cost on signs.	IN PROGRESS
STREET TREES	LOW	Similar to 2020 initiative, various street trees are being identified for replacement in 2021.	IN PROGRESS
MAP AMENDMENT	LOW	A zoning map amendment to fix the inadvertent rezoning of properties (that occurred when the new zoning map was adopted) has been recommended for approval to the Village Council.	COMPLETE
ZONING FENCE AMENDMENT	LOW	A text amendment to eliminate the fence setback has been initiated and been recommended to the Village Council for consideration.	COMPLETE
MARINA MASTER PLAN	LOW	The Marina Master Plan review continues. Upgrade necessary. This plan is the catalyst for updated restrooms.	IN PROGRESS
TOWNSHIP CULVERT INITIATIVE	LOW	Letter to Township Board requesting intent and clarification has been sent.	INITIATIVE RETRACTED?
PART TIME DPW POSITION	LOW	Being evaluated.	IN PROGRESS

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NEW VOLLEYBALL COURTS MARINA PARK	LOW	Volleyball Nets Installed at Marina Park.	COMPLETE
LAW ENFORCEMENT CONTRACT	LOW	We will commence negotiations in June for an extension. 3-year extension to be proposed.	IDLE
WWTP OPERATIONS CONTRACT	LOW	8-25-20 Contract extension of 1 -year has been signed by both parties for 2021.	IDLE
VEHICLE LOGO	LOW	All DPW Vehicles are now outfitted with new Village Logo.	COMPLETE
FLAG POLE	LOW	Pricing flag poles for Village Hall	INITIATED