

NOTICE OF MEETING

The Regular Meeting of the Suttons Bay Township Board will be held
Wednesday, March 8, 2023 at 5:15pm in the Suttons Bay Township Office.

Note: The first part of this meeting will be a Public Hearing on the Proposed 2023-2024 Budget.

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

(There will be a ZOOM site for remote access)

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

OPEN PUBLIC HEARING ON THE PROPOSED 2023-2024 BUDGET

CLOSE PUBLIC HEARING ON THE PROPOSED 2023-2024 BUDGET

PUBLIC COMMENT: Please limit comments to three (3) minutes unless the Chair grants otherwise. Questions will not be answered but citizens may call the township office at 231-271-2722 to have questions discussed.

CONFLICT OF INTEREST

REPORTS:

Planning & Zoning
Parks Supervisor
Parks & Recreation Committee
Fire Authority

OLD BUSINESS:

1. Approval of the Minutes: February 8, 2023 and February 22, 2023 (Special Meeting)
2. Payment of the Bills
3. Adopt the Proposed Budget for the 2023-2024 fiscal year

NEW BUSINESS:

1. Resolution for Approval of a Small Winemaker and Tasting Room License at 9 Bean Rows
2. Discussion on T.A.R.T. Proposal for Access Route Adjacent to the Township Office
Representing T.A.R.T: Chris Cushman

PUBLIC COMMENT Please limit comments to three (3) minutes unless the Chair grants otherwise.

BOARD MEMBER COMMENTS

ADJOURNMENT

This meeting is a session of the Suttons Bay Township Board held in public for the purpose of conducting the Board's business and is not to be considered a public discussion meeting. Time is set aside for public comment during the meeting as noted on the Agenda. The Township Board welcomes the public's input at those times.

Draft Minutes

SUTTONS BAY TOWNSHIP REGULAR BOARD MEETING

(There will be a ZOOM site for remote access)

CALL TO ORDER

Tom Nixon, Supervisor, called the regular meeting of the Suttons Bay Township Board to order on Wednesday, February 8, 2023, at 5:15 pm at the Suttons Bay Township Office.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Sandy VanHuystee/moved, Dorothy Petroskey/supported, to approve the agenda as presented, motion carried.

PUBLIC COMMENT

None.

CONFLICT OF INTEREST

None

REPORTS:

- Planning & Zoning - Steve Patmore submitted his Report.
- Parks Supervisor - Bill Drozdalski submitted his Report.
- Parks & Recreation Committee - No meeting. Ms. Hadley said the Dog Park Committee looked at the dog park area.
- Fire Board- Meeting next Tuesday

OLD BUSINESS

1. Approval of the Minutes - January 11, 2023
Dorothy Petroskey/moved, Sandy VanHuystee/supported, to approve the January 11, 2023 Minutes as corrected (dog park comments - Jim Muennich), motion carried.
2. Payment of the Bills
Tom Nixon/moved, Sandy VanHuystee/supported, to approve payment of the bills in the amount of \$26,623.12, motion carried.

NEW BUSINESS

1. Approve Salary Resolutions for Elected Officials
Tom Nixon said the Salary Resolutions include an 8% salary increase for the elected officials.
Resolution 1 of 2023 - Township Supervisor
Sandy VanHuystee/moved, Dorothy Petroskey/supported, to adopt Resolution 1 of 2023, approving Township Supervisor's salary of \$19,478.00, plus pension.

Roll call vote: Yes: VanHuystee, Petroskey, Periard, Nixon. No: None. Absent: 1 motion carried.

Resolution 2 of 2023 - Township Clerk

Dorothy Petroskey/moved, Tom Nixon/supported, to adopt Resolution 2 of 2023, approving Township Clerk's salary of \$30,658.00, plus pension.

Roll call vote: Yes: Nixon, Petroskey, Periard, VanHuystee. No: None. Absent: 1 motion carried.

Resolution 3 of 2023 - Township Treasurer

Sandy VanHuystee/moved, Doug Periard/supported, to adopt Resolution 3 of 2023, approving Township Treasurer's Salary of \$31,051.00, plus pension for winter and summer tax collection.

Roll call vote: Yes: Nixon, VanHuystee, Petroskey, Periard. No: None. Absent: 1 motion carried.

Resolution 4 of 2023 - Township Trustee

Tom Nixon/moved, Sandy VanHuystee/supported, to adopt Resolution 4 of 2023, approving Township Trustee Salary of \$1,676.00, plus pension.

Roll call vote: Yes: Nixon, VanHuystee, Petroskey, Periard. No: None. Absent: 1 motion carried.

Resolution 5 of 2023 - Township Trustee

Dorothy Petroskey/moved, Sandy VanHuystee/supported, to adopt Resolution 5 of 2023, approving Township Trustee Salary of \$1,676.00, plus pension.

Roll call vote: Yes: Nixon, VanHuystee, Petroskey, Periard. No: None. Absent: 1 motion carried.

2. Discussion Temporary Closing of Herman Park this Spring

Tom Nixon said Bill Drozdalski, Parks Supervisor, recommends closing Herman Park this spring so that the parking lot can be expanded and constructed.

Consensus of the Board to close Herman Park for the month of May 2023.

3. Set Date/Time for Special Board Meeting for Review 2023-24 Proposed Budget
Special Board Meeting - February 22, 2023, 4:00 p.m.

PUBLIC COMMENT

Bill Drozdalski said have not heard if Township was awarded Sparks Grant
Ms. Hadley said the Dog Park Committee is in favor of black benches for the dog park.

BOARD MEMBER COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at 5:53 p.m.

Minutes by Marge Johnson, Recording Secretary
Sandy VanHuystee, Clerk

DRAFT MINUTES
SPECIAL MEETING OF THE SUTTONS BAY TOWNSHIP BOARD
FEBRUARY 22, 2023

(There will be a zoom site for remote access)

CALL TO ORDER

Tom Nixon, Supervisor, called the Special Meeting of the Suttons Bay Township Board to order on Wednesday, February 22, 2023, at 4:00 p.m. at the Suttons Bay Township Office.

Purpose of the Special Meeting - To discuss the proposed 2023-2024 Budget

Roll Call of Board Members - Quorum Present

Present: Tom Nixon, Sandy VanHuystee, Dorothy Petroskey, Debbie Slocombe,
Doug Periard

Absent: None

Staff: Steve Patmore, Marge Johnson

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT-None

CONFLICT OF INTEREST - None.

AGENDA APPROVAL

Consensus of the Board to approve the agenda - to discuss the proposed 2023-2024 Budget.

PUBLIC COMMENT

None.

CONFLICT OF INTEREST

None.

REVIEW/DISCUSS PROPOSED 2023-2024 BUDGET

The proposed 2023-2024 Budget was reviewed which contains revenues and expenditures. Also reviewed was Future Proposed Expenditures.

Board members discussed the proposed budget. Pete Ostrowski and Bill Drozdalski had comments about the proposed budget.

The proposed 2023-2024 budget will be on the March 8, 2023 Township Board Meeting Agenda.

PUBLIC COMMENT

None.

BOARD MEMBER COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at 5:00 p.m.

Minutes by Marge Johnson, Recording Secretary
Sandy VanHuystee, Clerk

Suttons Bay Township
Unpaid Bills Detail
 As of March 8, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Anavon Technology Goup					
Bill	03/08/2023		03/18/2023		137.60
Total Anavon Technology Goup					137.60
Christy Brow					
Bill	03/01/2023		03/11/2023		448.04
Total Christy Brow					448.04
Debbie Slocombe					
Bill	03/01/2023		03/11/2023		127.45
Total Debbie Slocombe					127.45
Dorothy Petroskey					
Bill	03/01/2023		03/11/2023		812.21
Bill	03/08/2023		03/18/2023		155.34
Total Dorothy Petroskey					967.55
Doug Periard					
Bill	03/01/2023		03/11/2023		127.45
Total Doug Periard					127.45
DTE Energy					
Bill	03/08/2023		03/18/2023		182.01
Total DTE Energy					182.01
Federal Tax Deposit					
Bill	03/08/2023		03/18/2023		1,857.58
Total Federal Tax Deposit					1,857.58
Integrity Business Solutions					
Bill	03/08/2023		03/18/2023		20.29
Total Integrity Business Solutions					20.29
Jean Ann Moe					
Bill	03/08/2023		03/18/2023		309.48
Total Jean Ann Moe					309.48
Leelanau County Treasurer					
Bill	03/08/2023		03/18/2023		17.44
Total Leelanau County Treasurer					17.44
Michigan Assessing Service					
Bill	03/08/2023		03/18/2023		3,888.33
Total Michigan Assessing Service					3,888.33
Sandra Van Huystee					
Bill	03/01/2023		03/11/2023		2,166.28
Total Sandra Van Huystee					2,166.28
Spectrum Business					
Bill	03/08/2023		03/18/2023		115.00
Total Spectrum Business					115.00
Spinniken Lawn & Irrigation, LLC					
Bill	03/08/2023		03/18/2023		249.00
Total Spinniken Lawn & Irrigation, LLC					249.00

Suttons Bay Township
Unpaid Bills Detail
As of March 8, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Staples					
Bill	03/08/2023		03/18/2023		351.50
Total Staples					351.50
Steven Patmore					
Bill	03/01/2023		03/11/2023		2,950.71
Total Steven Patmore					2,950.71
Suttons Bay Ag Support LLc					
Bill	03/08/2023		03/18/2023		390.98
Total Suttons Bay Ag Support LLc					390.98
The Copy Shop					
Bill	03/08/2023		03/18/2023		201.00
Total The Copy Shop					201.00
Tom Nixon					
Bill	03/01/2023		03/11/2023		1,217.54
Bill	03/08/2023		03/18/2023		53.94
Total Tom Nixon					1,271.48
TOTAL					15,779.17

MEMO

March 8, 2023

To: Suttons Bay Township Board

From: Steve Patmore, Zoning Administrator



Re: Local Government Recommendation for On-Premises Tasting Room Permit
BOULANGERIE 9 LLC, (Jennifer & Nic Welty)
9000 E. Duck Lake Road

Suttons Bay Township received a request for a Local Government Recommendation for a Small Winemakers License with an On-Premises Tasting Room at 9000 E. Duck Lake Road from BOULANGERIE 9 LLC, through their legal counsel.

The Michigan Liquor Control Commission requires a licensee to obtain a recommendation from a local government as part of the licensing process.

Suttons Bay Township allows for a Winery or Cidery with a Special Land Use Permit in the Agricultural Zoning District after a Site Plan Review and Public Hearing. There are criteria that must be met to get the Land Use Permit including a license from the State, growing fruit on the property, and meeting other agency approvals. This property is located in the Agricultural Zoning District, and is currently the 9 Bean Rows Farm Market.

The letter from their attorney indicates that the property owners acknowledges that a Special Land Use Permit is required. A recommendation on this license from the township board does not bind or commit the planning commission to approval of the required permit.

I have no objection to a Suttons Bay Township Board recommendation for approval of the Small Winemakers License and On-Premise Tasting Room with the understanding that the winery owners will need to go through the Special Land Use Permit process.

Possible Board Motion:

Motion to adopt Suttons Bay Township Resolution No. _____ recommending approval to the Michigan Liquor Control Commission Michigan of the BOULANGERIE 9 LLC Small Winemakers License and On-Premise Tasting Room at 9000 E. Duck Lake Road, Suttons Bay, with the understanding that a Special Land Use Permit is required from the township to operate a winery, and that this recommendation for the license does not guarantee that a Special Land Use Permit will be granted by Suttons Bay Township. This Board authorizes the Township Clerk to sign and submit the Local Government Approval Form to the State of Michigan.

RESOLUTION FORM AT THE END OF THIS PACKET

Carlin Edwards Brown PLLC

Attorneys & Counselors at Law

John B. Carlin, Jr. (1939-2018)
Scott D. Edwards (Of
Counsel)
Michael J. Brown
Steven J. Grobbel
James V. Bellanca, III

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Northern Michigan
145 North Otsego Avenue
Gaylord, Michigan 49735
P. (989) 251-1041
F. (989) 688-5901

February 24, 2023

Suttons Bay Twp. Board
Attn: Steve Patmore, Zoning Administrator
P.O. Box 457
Suttons Bay, MI 49682

Re: Application for new On-Premises Tasting Room Permit
Applicant: Boulangerie 9 LLC
Address: 9000 E. Duck Lake Rd. Suttons Bay, MI 49682
Leelanau County Suttons Bay Twp.

Dear Mr. Patmore:

On behalf of our client Boulangerie 9 LLC, we are applying to the Suttons Bay Township Board for approval to operate a new On-Premises Tasting Room Permit to be located at: 9000 E. Duck Lake Rd. Suttons Bay, Michigan 49682.

Boulangerie 9 LLC has applied with the Michigan Liquor Control Commission for a new Small Wine Maker license and On-Premise Tasting Room at the above address. The new On-Premises Tasting Room Permit would allow Boulangerie 9 LLC to serve the wine products they manufacture at this location to their patrons. Boulangerie 9 LLC acknowledges that the winery and tasting room to be located in Suttons Bay Twp. requires a Special Land Use Permit to operate at this location.

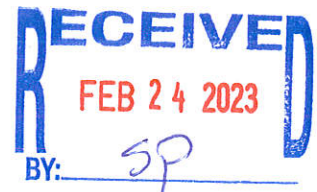
We are enclosing the Local Government Approval (LCC-106a) forms required by the Michigan Liquor Control Commission.

Thank you for your assistance in this matter. Please don't hesitate to contact our office if you need any additional information.

Very truly yours,

CARLIN EDWARDS BROWN PLLC

Michael J. Brown
Michael J. Brown
Direct: 517-321-4616
e-mail: MBrown@cebhlaw.com





Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC use only)

Local Government Approval For On-Premises Tasting Room Permit
(Authorized by MCL 436.1536)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new On-Premises Tasting Room Permit application.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (township, city, village)

called to order by _____ on _____ at _____
the following resolution was offered: (date) (time)

Moved by _____ and supported by _____

that the application from BOULANGERIE 9 LLC (Jennifer & Nic Welty) for a new Small Wine Maker license with On-Premise Tasting
(name of applicant - If a corporation or limited liability company, please state the company name)

for a NEW ON-PREMISES TASTING ROOM PERMIT

to be located at: 9000 E. Duck Lake Rd. Suttons Bay, MI 49682 Leelanau County Suttons Bay Twp.

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____



I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933

Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906

Fax to: 517-763-0059



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC use only)

FOR BOARD CONSIDERATION

Local Government Approval For On-Premises Tasting Room Permit
(Authorized by MCL 436.1536)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new On-Premises Tasting Room Permit application.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Suttons Bay Township Board council/board
(regular or special) (township, city, village)
called to order by Township Supervisor Tom Nixon on March 8, 2023 at 5:15 p.m.
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____
that the application from BOULANGERIE 9 LLC (Jennifer & Nic Welty) for a new Small Winemaker License with On-Premise Tasting
(name of applicant - if a corporation or limited liability company, please state the company name)

for a **NEW ON-PREMISES TASTING ROOM PERMIT**

to be located at: 9000 E. Duck Lake Rd. Suttons Bay, MI 49682 Leelanau County Suttons Bay Twp.

It is the consensus of this body that it recommends this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Suttons Bay Twp.
council/board at a regular meeting held on March 8, 2023
(regular or special) (date) (township, city, village)

Sandra VanHuystee

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

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REVENUE & EXPENDITURES

SUTTONS BAY TOWNSHIP

Page 1

3/8/2023

	ENDING REVENUE <u>3/31/2022</u>	ADOPTED BALANCE <u>BALANCE</u>	ENDING REVENUE <u>2/28/2023</u>	PROPOSED BUDGET BALANCE <u>2023/2024</u>
Total General Funds Revenue	575,161.76	504,735.00	620,512.78	563,869.00
Total Restricted funds	<u>50,543.26</u>	<u>20,700.00</u>	<u>200,347.46</u>	<u>40,700.00</u>
TOTAL REVENUES	524,618.50	484,035.00	420,165.32	523,169.00
 Total Expenses	 364,358.45	 530,611.00	 404,621.73	 552,127.00
 UNSPENT BALANCE	 160,260.05	 -46,576.00	 15,543.59	 -29,958.00
 RESERVE REVENUES				29,958.00
 BUDGET				0.00

SUTTONS BAY TOWNSHIP

Page 2 Revenues

3/8/2023

	ENDING REVENUE <u>3/31/2022</u>	ADOPTED REVENUES <u>2022/2023</u>	REVENUES <u>2/28/2023</u>	PROPOSED REVENUES <u>2023/2024</u>
<u>PROPOSED REVENUES</u>				
Property Taxes	160,497.88	156,000.00	95,920.08	174,819.00
Short Term rental Fees	5,400.00	5,000.00	5,000.00	5,000.00
Parks Rental Fee	1,750.00	2,000.00	600.00	1,000.00
State Shared Revenue	241,673.00	217,535.00	208,570.00	233,650.00
*Metro Funds	9,193.26	9,200.00	9,415.75	9,500.00
Summer Tax Collection Fee	5,716.50	5,700.00	5,702.50	5,700.00
Property Tax Adm Fee	79,105.81	70,000.00	74,029.14	75,000.00
Bingham Zoning Contract	20,008.00	21,000.00	18,961.75	22,000.00
*Cemetery Lot Sales	600.00	1,000.00	0.00	600.00
Interest Income	171.87	300.00	989.81	500.00
Refunds & Reimbursements	6,265.44	3,000.00	7,162.04	3,000.00
Zoning Permits	4,030.00	3,500.00	3,230.00	2,500.00
*Pickleball Courts	10,000.00	10,000.00	95.00	100.00
*Pickleball Fundraiser	0.00	0.00	58,900.00	15,000.00
*Tennis Courts	500.00	500.00	0.00	500.00
*Dog park Fundraiser	0.00	0.00	131,936.71	15,000.00
*Soccer Fields	30,250.00	0.00	<u>0.00</u>	<u>0.00</u>
TOTAL	575,161.76	504,735.00	620,512.78	563,869.00
*LESS TO RESTRICTED FUNDS	<u>50,543.26</u>	<u>20,700.00</u>	<u>200,347.46</u>	<u>40,700.00</u>
GENERAL FUND REVENUE	524,618.50	484,035.00	420,165.32	523,169.00

SUTTONS BAY TOWNSHIP
Page 3 expenditures
3/8/2023

	ENDING EXPENSES <u>3/31/2022</u>	ADOPTED BUDGET <u>2022/2023</u>	EXPENSES ENDING <u>2/28/2023</u>	PROPOSED BUDGET <u>2023/2024</u>
<u>TOWNSHIP BOARD EXPENDITURES</u>				
Secretary	1,230.00	1,300.00	1,040.00	1,300.00
Salaries & Wages - Twp. Board	3,783.92	5,000.00	2,527.30	5,000.00
Clerical-office staff	1,550.00	3,000.00	1,430.00	2,500.00
Pension	450.34	5,000.00	403.04	1,000.00
Office supplies	2,906.36	3,000.00	3,704.63	4,000.00
Profession Fees-Acct & Legal	6,261.00	10,000.00	1,664.50	10,000.00
Publishing-Board	1,242.01	1,500.00	755.49	1,500.00
Meetings & Fees	0.00	500.00	395.00	500.00
Association Dues	4,564.39	5,000.00	4,838.26	5,100.00
Misc/Bank Charges	3,426.58	1,500.00	513.69	1,200.00
Equipment lease & maint.	2,443.32	4,500.00	4,907.59	5,000.00
Capital Outlay	<u>6,238.24</u>	<u>5,000.00</u>	<u>3,880.00</u>	<u>5,000.00</u>
TOTAL	34,096.16	45,300.00	26,059.50	42,100.00
<u>SUPERVISOR</u>				
Salary	18,034.92	18,035.00	16,402.68	19,478.00
Pension	<u>1,983.85</u>	<u>1,984.00</u>	<u>1,983.85</u>	<u>2,152.00</u>
TOTAL	20,018.77	20,019.00	18,386.53	21,630.00
<u>ELECTIONS</u>				
Salary	2,380.00	14,000.00	12,084.63	5,000.00
Supplies	<u>255.10</u>	<u>6,000.00</u>	<u>11,793.78</u>	<u>3,000.00</u>
TOTAL	2,635.10	20,000.00	23,878.41	8,000.00
<u>ASSESSOR</u>				
Salary	50,802.18	55,000.00	47,983.62	55,000.00
Office supplies	941.97	1,500.00	351.62	2,000.00
BSA Support	<u>931.00</u>	<u>1,100.00</u>	<u>962.00</u>	<u>1,100.00</u>
TOTAL	52,675.15	57,600.00	49,297.24	58,100.00
<u>CLERK</u>				
Deputy Clerk	412.50	2,000.00	1,855.00	3,000.00
Salaries & Wages -Clerk	26,887.08	28,387.00	27,021.19	30,658.00
Election Administrator	68.99	1,000.00	1,110.00	1,000.00
Pension	<u>2,957.57</u>	<u>3,122.00</u>	<u>3,122.57</u>	<u>3,372.00</u>
TOTAL	30,326.14	34,509.00	33,108.76	38,030.00

SUTTONS BAY TOWNSHIP
Page 4 expenditures
3/8/2023

ENDING
EXPENSES
3/31/2022

ADOPTED
BUDGET
2022/2023

EXPENSES
ENDING
2/28/2023

PROPOSED
BUDGET
2023/2024

BOARD OF REVIEW

Salary	1,207.00	1,200.00	0.00	1,400.00
Office supplies	352.50	100.00	0.00	500.00
Printing & Publishing	<u>389.17</u>	<u>400.00</u>	<u>56.00</u>	<u>400.00</u>
TOTAL	1,948.67	1,700.00	56.00	2,300.00

TREASURER

Salary	22,690.08	23,890.00	23,065.00	25,801.00
Deputy Treasurer	345.00	2,000.00	30.00	1,000.00
School Contract-wages	5,250.00	5,250.00	5,250.06	5,250.00
Pension	3,073.40	3,205.00	3,205.40	3,415.63
Office supplies	2,842.28	3,000.00	2,543.89	3,300.00
Office supplies-school contract	2,965.37	2,500.00	2,482.52	2,700.00
BSA support	813.00	850.00	840.00	900.00
Tax Tribunal Adjustments	<u>945.92</u>	<u>1,000.00</u>	<u>568.91</u>	<u>1,000.00</u>
TOTAL	38,925.05	41,695.00	37,985.70	43,367.00

PLANNING & ZONING

Planning Contract	7,126.00	12,000.00	8,695.68	10,000.00
Salary-Secretary	1,120.00	1,000.00	1,120.00	1,300.00
Salaries & Wages-P/Commissin	4,537.00	5,000.00	3,247.96	5,000.00
Salary-Zoning Administrator	42,168.36	43,968.00	39,504.33	47,485.00
Clerk-office staff	2,380.00	3,000.00	1,060.00	2,500.00
Office supplies	155.03	3,000.00	1,500.00	1,500.00
Legal-Zoning	1,264.00	10,000.00	5,056.00	8,000.00
Publishing	948.30	1,500.00	66.90	1,000.00
Meeting & Classes	335.00	1,500.00	0.00	1,500.00
Ordinance printing	0.00	0.00	0.00	3,000.00
Master Plan Consultant	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20,000.00</u>
TOTAL	60,033.69	80,968.00	60,250.87	101,285.00

SUTTONS BAY TOWNSHIP
Page 5 expenditures
3/8/2023

ENDING
EXPENSES
3/31/2022

ADOPTED
BUDGET
2022/2023

ENDING
EXPENSES
2/28/2023

PROPOSED
BUDGET
2023/2024

PARKS

Management	5,000.01	5,000.00	3,750.00	10,000.00
Parks maintenance assistant	4,000.00	4,000.00	0.00	4,320.00
Salary-Rec Committee	2,609.42	4,400.00	2,250.00	3,500.00
Misc. expenses	0.00	0.00	0.00	3,000.00
5 year plan	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>
TOTAL	11,609.43	13,400.00	6,000.00	22,320.00

HERMAN PARK

Maint. (Whiteford & Herman Bros.)	17,099.14	22,000.00	16,371.00	22,000.00
Operations: trash/port-a-jons	4,338.31	5,500.00	7,186.88	7,000.00
Electric for Herman Park	699.79	800.00	549.70	1,000.00
Replace garden pea gravel-concrete	0.00	12,400.00	9,990.00	0.00
Water Testing	364.67	500.00	386.70	800.00
Relocate/respace pine trees	0.00	1,600.00	1,500.00	0.00
Decommission 2 well heads	0.00	920.00	0.00	995.00
Parking Lot	0.00	0.00	0.00	65,000.00
Tennis Court Maintenance	18,809.00	0.00	397.50	0.00
Pavilion Maintenance	0.00	5,000.00	0.00	21,000.00
ADA compliant Bottle fill	1,465.00	0.00	0.00	0.00
Restripe parking lot	0.00	1,600.00	0.00	1,800.00
Repair damaged paved trail	0.00	1,500.00	0.00	2,000.00
Pruning-pond & trail	0.00	3,000.00	0.00	3,000.00
Playground-restricted	0.00	2,000.00	0.00	0.00
Professional Services-Parking lot	10,799.57	1,500.00	15,320.00	5,000.00
Soccer Field engineering	150.00	0.00	0.00	0.00
Misc.gnrl A-F on report of 2/16/20	129.99	0.00	0.00	0.00
Pickle Ball screens	<u>0.00</u>	<u>0.00</u>	<u>397.50</u>	<u>0.00</u>
TOTAL	53,855.47	58,320.00	52,099.28	129,595.00

ICE RINK

Maintenance/salary	9,236.12	3,000.00	1,081.72	3,000.00
Skating rink electric	401.42	600.00	306.86	600.00
Skating rink operations/rental	3,273.33	1,200.00	2,543.26	2,000.00
Level per survey/seed & fertilize	0.00	10,000.00	6,665.00	10,000.00
Signage & Post	1,300.95	0.00	0.00	0.00
Moveable trailer	0.00	10,000.00	14,532.91	0.00
Professional Services	0.00	3,400.00	5,000.00	0.00
Bumper caps	<u>0.00</u>	<u>2,400.00</u>	<u>2,185.00</u>	<u>0.00</u>
TOTAL	14,211.82	30,600.00	32,314.75	15,600.00

Suttons Bay Township
Page 6 expenditures
3/8/2023

	ENDING EXPENSES <u>3/31/2022</u>	ADOPTED BUDGET <u>2022/2023</u>	EXPENSES ENDING <u>2/28/2023</u>	PROPOSED BUDGET <u>2023/2024</u>
<u>GRAHAM-GREENE</u>				
Maintenance	1,127.48	2,000.00	979.00	2,000.00
Operations: trash/port-a-jons	1,031.25	1,500.00	1,541.81	1,800.00
Signage & post	1,223.44	0.00	0.00	0.00
Professional services	0.00	6,500.00	4,420.00	2,000.00
Add posts around culvert	0.00	500.00	0.00	500.00
Purchase 3 metal picnic tables	0.00	3,300.00	0.00	3,300.00
Clear trees for visibility of beach	0.00	1,200.00	0.00	1,200.00
Remove dead trees/exposed rocks	0.00	1,500.00	0.00	1,500.00
Purchase 3 metal benches	<u>0.00</u>	<u>2,400.00</u>	<u>0.00</u>	<u>3,600.00</u>
TOTAL	3,382.17	18,900.00	6,940.81	15,900.00
<u>STEIMEL PARK</u>				
Maintenance	1,610.00	2,500.00	1,025.00	2,000.00
Operations: trash/port-a-jons	933.95	1,200.00	963.32	1,200.00
Signage & post	1,223.44	0.00	0.00	0.00
Remove tress and clean beach area	0.00	3,000.00	3,743.00	0.00
Remove damaged and dying trees	0.00	800.00	0.00	0.00
Relocate metal bench	0.00	100.00	0.00	0.00
Application for poisonivy	0.00	400.00	0.00	400.00
Prune brush seating area-chips	<u>0.00</u>	<u>900.00</u>	<u>0.00</u>	<u>900.00</u>
TOTAL	3,767.39	8,900.00	5,731.32	4,500.00
<u>45th Parallel Park</u>				
Signage	1,195.93	0.00	0.00	0.00
Purchase and install signage	0.00	800.00	0.00	800.00
MDOT-wood chip path M22-45th	<u>0.00</u>	<u>3,000.00</u>	<u>2,948.71</u>	<u>0.00</u>
TOTAL	1,195.93	3,800.00	2,948.71	800.00
GRAND TOTAL - PARKS	88,022.21	133,920.00	106,034.87	188,715.00

Suttons Bay Township Page 7 expenditures 3/8/2023	ENDING EXPENSES 3/31/2022	ADOPTED BUDGET 2022/2023	EXPENSES ENDING 2/28/2023	PROPOSED BUDGET 2023/2024
CEMETERY				
Salary/Sexton	1,000.00	1,000.00	1,000.00	1,000.00
Maintenance	6,040.44	7,000.00	5,133.40	5,000.00
Improvements	<u>0.00</u>	<u>5,000.00</u>	<u>2,688.00</u>	<u>5,000.00</u>
TOTAL	7,040.44	13,000.00	8,821.40	11,000.00
 <u>PUBLIC SAFETY</u>				
Road Improvements	<u>0.00</u>	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	0.00	10,000.00	0.00	0.00
 <u>OTHER FUNCTIONS</u>				
Insurance	8,530.00	9,000.00	9,050.00	10,000.00
Payroll Expenses	4,247.26	7,000.00	7,543.77	7,000.00
Pension Program Expenses	200.00	200.00	200.00	200.00
Spring Cleanup	3,647.11	4,500.00	3,436.17	4,000.00
Short Term Rentals	<u>2,300.92</u>	<u>3,000.00</u>	<u>2,415.97</u>	<u>3,000.00</u>
TOTAL	18,925.29	23,700.00	22,645.91	24,200.00
 <u>TOWNSHIP OFFICE</u>				
Phone	3,193.79	3,500.00	3,170.75	3,000.00
Electric	1,364.91	1,500.00	1,226.24	1,500.00
Heat	986.27	1,500.00	1,055.37	1,500.00
Water/Sewer	776.10	1,500.00	705.69	1,200.00
Security	0.00	0.00	0.00	1,000.00
Maintenance	2,537.67	3,200.00	5,985.35	3,200.00
Condo Fees	853.04	2,000.00	1,600.14	2,000.00
Roof replacement	0.00	25,000.00	0.00	0.00
Long Term Building Fund	<u>0.00</u>	<u>10,000.00</u>	<u>4,353.00</u>	<u>0.00</u>
TOTAL	9,711.78	48,200.00	18,096.54	13,400.00
 TOTAL GENERAL FUND EXPENSES	364,358.45	530,611.00	404,621.73	552,127.00

BALANCES IN RESTRICTED FUNDS

<u>ACCOUNTS</u>	<u>BALANCE</u> <u>1/31/2023</u>
ROADS & PARKS	11,420.41
CEMETERY	13,600.10
METRO	27,422.08
PICKLE BALL	10,158.00
PICKLE BALL FUNDRAISER	58,900.00
PARK BENCHES-H. PARK	1,200.00
TENNIS COURTS	805.00
SOCCER FIELD	1,763.50
ARP FUNDS	225,575.58
DOG PARK FUNDRAISER	<u>62,136.71</u>
TOTAL	412,981.38