



VILLAGE OF SUTTONS BAY  
COMMITTEE OF THE WHOLE  
MEETING NOTES OF MAY 2, 2023

The meeting was called to order at 8:30 a.m. by President Pro-Tem Christensen.

Present: Bahle, Case, Christensen, Smith, and Yoder  
Absent: Lutke and Suppes  
Staff present: Aylsworth, Fay, Larrea, Miller and Justin Shaub of Jacobs

#### Reports

The DPW report was submitted by DPW Director Miller and can be found in this meeting packet. Miller referred to his reports and further stated staff will be putting out the benches and trash receptacles soon.

The Marina report was submitted by Harbor Master Aylsworth and can be found in this meeting packet. Aylsworth referred to her report and further stated she would like to add additional bike racks at the Marina. Aylsworth stated staff is moving the launch fee collection box at North Park to an area that is easily seen and will not be missed.

The WWTP report was submitted by Huggard and can be found in this meeting packet.

The Treasurer's report was submitted by DeVol and can be found in this meeting packet.

#### 2023 Work Plan

Larrea stated the Work Plan is informational and not a comprehensive list. Larrea referred to items in the report and stated a contract proposal is forthcoming for a community buildout plan which will help determine water and sewer density. The costs for electrical at the Marina are being evaluated for possible improvements and relocation. Options for the St Mary's Street project will be ready to present to Village Council in the near future. There is no date yet for the S. Shore Drive improvement. Village staff will be painting the crosswalks using a template. The Sutton Park walkway project will likely be moved to next year as the focus this year will be on Waterwheel Park, which will involve first, the cascading creek restoration, and later the artistic aspect of the project. Two raingardens on Broadway have been removed due to road damage. The raingarden near Scoops Ice cream needs replanted.

#### Other Committee information

Smith stated the Short-Term Rental (STR) committee has met and will be meeting again tomorrow. They are looking at issues such as how to ease the Village staff, density, parking and enforcement.

#### Marina Schedule of Fees – Adjustment to Launch Fees

Due to the fact that there are many rental boats (livery and commercial) launched out of North Park, it was the consensus of Committee to recommend to Council to amend the 2023 Schedule of Fees to include an additional \$25.00 Commercial Launch fee for boat trailers once the initial \$200.00 Launch pass has been purchased, and to add a \$10.00 Daily Commercial Launch fee.

#### Report VSB 2023-24 - Master Plan Review

Committee discussed scheduling a work session with both the Village Council and the Planning Commission to review the Master Plan, discussed the importance of remembering the respective roles of each board noting the amount of time Planning Commission has spent on the Master Plan draft, and mentioned a walking tour to understand the proposed Master Plan better.

#### Report VSB 2023-25 – Schedule Joint Meetings

It was the consensus of Committee to schedule a joint meeting with Village Council and Planning Commission. Committee discussed how the meeting should be tailored, formal with both the Village President and the Planning Commission Chair leading the meeting, or an informal work session. Committee agreed a specific agenda would be important either way. Committee preferred mornings for the joint meeting/work session. It was suggested that both boards come up with agenda items.

Larrea stated the DDA recently received training and that training will be scheduled for the Planning Commission and the ZBA.

#### Report VSB 2023-26 – Zoom Meetings

It was the consensus of Committee to end Zoom meetings.

#### Committee Member Comments

Smith announced a Cultural event will take place at Ice Rink Park on June 11<sup>th</sup>, with approximately 300 people attending. Smith asked about the status of the old Silver Tree building and Larrea explained that it is a misconception that local government can do something about the empty building when in fact the Village cannot; it is not considered blight. Past communications with the owners have proven unsuccessful. Smith asked if Village staff could help water the Garden Club pots; the Village does not have a water truck. Smith asked if the Planning Commission could provide Village Council PC reports.

The meeting adjourned at 9:39 a.m.

Meeting notes submitted by Shar Fay, Clerk.