



# AGENDA

## REGULAR MEETING OF THE VILLAGE COUNCIL

Monday, October 13, 2025

6:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

**ADDRESSING THE VILLAGE COUNCIL:** Each person wishing to address the village council shall be afforded an opportunity to do so. If you wish to comment, please stand or raise a hand to indicate that you wish to speak. When recognized, give your name and address and direct your comments to the Chair.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call and Determination of Quorum**
4. **Presentations**
5. **Call to the Public**
6. **Approval of Agenda**

By order of the President/Chair, no matters will be discussed after 9:30 p.m., unless council/board/commission votes to continue the meeting.

### 7. **Consent Agenda**

All items on the Consent Agenda are approved by one vote.

- A. Approval of Village Council Special Meeting Minutes of September 22, 2025
- B. Approval of Village Council Regular Meeting Minutes of September 22, 2025
- C. Receive and File Board of Zoning Regular Meeting minutes June 5, 2025
- D. Receive and File of Parks & Recreation Advisory Committee Regular Meeting Minutes of August 26, 2025
- E. Receive and File of Planning Commission Regular Meeting Minutes of September 2, 2025

- F. Receive and File of Financial Statements - September 2025
- G. Receive and File Investment Report- August 2025
- H. Receive and file Invoice Distribution Report for October 14, 2025
- I. Receive and File September 2025 Police Department Activity Report
- J. Approval of Special Event: Orion Lighted Christmas Parade
- K. Downtown Development Authority Board Re-appointments
- L. Parks and Recreation Advisory Committee FY 2026-27 Capital Improvement Projects (CIP) Request
- M. Request from Council Member Lamb for Revision to Council Rules of Procedure
- N. Request from Council Member Lamb to Provide for Payment of DDA Bonds from General Obligation Pledge and to Terminate DDA Tax Increment Financing Plan

**8. Items Removed from the Consent Agenda**

**9. Public Hearings**

**10. Other Items**

- A. Proposal for Engineering Services – Atwater Park Basketball Court Replacement Project
- B. Administrative Assistant Position

**11. Call to the Public**

**12. Council Comments**

**13. Village Manager Comments**

**14. Closed Session Items**

**15. Business From Closed Session**

**16. Adjournment**

*In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the Village, at least three (3) business days in advance of the meeting, if requesting accommodations. The Village of Lake Orion will provide foreign language or hearing impaired interpretation services for those individuals who contact the village to request such services at least seven (7) days prior to the meeting.*

*En el espíritu de la observancia de la Ley de Estadounidenses con Discapacidades, las personas con discapacidad debe sentirse libre para ponerse en contacto con el pueblo, por lo menos tres (3) días hábiles de antelación a la fecha de la reunión, si se solicitan alojamiento. El municipio de Lake Orion proporcionará idioma extranjero o personas con problemas de audición servicios de interpretación para las personas que se ponen en contacto con el pueblo de solicitar dichos servicios con no menos de siete (7) días antes de la reunión.*



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13, 2025

**TOPIC:** Approval of Village Council Special Meeting Minutes of September 22, 2025

**RECOMMENDED MOTION:** To approve the September 22, 2025 Village Council Special Meeting Minutes, as presented.



**MINUTES**

**SPECIAL MEETING OF THE VILLAGE COUNCIL- ADMINISTRATIVE HOURS/INCLEMENT WEATHER POLICY**

**Monday, September 22, 2025**

**5:30 PM**

**Village Hall – 21 East Church Street, Lake Orion, MI 48362**

**(248) 693-8391 ext. 102**

**1. Call to Order**

The September 22, 2025 Village Council Regular meeting was called to order at 5:30 PM by President Rutt.

**2. Roll Call and Determination of Quorum**

**PRESENT**

- President Teresa Rutt
- President Pro Tem Stan Ford
- Council member Nancy Moshier
- Council member Michael Lamb
- Council member George Dandalides
- Council member Alex Comparoni Jr
- Council member Eric Papacek

**STAFF PRESENT**

- Village Manager Darwin McClary
- Police Chief Mark Amundson
- Clerk/Treasurer Sonja Stout

**PURPOSE OF THE SPECIAL MEETING:** Discuss Village administrative office hours and the Village Hall inclement weather closing policy.

**3. Call to the Public**

None.

**4. Other Items**

**A. Review Village Hall Administrative Office Hours**

Village Manager McClary requested clarification from the Council on citizen concerns, expressing that the current issue isn't fully addressed without understanding the public's perspective.

Council Members Lamb, Dandalides, and Moshier expressed support for a 5-day work week. Council Member Lamb emphasized the philosophical alignment with societal norms, Council Member Dandalides highlighted frustrations with Friday closures and the need to improve service, and Council Member Moshier noted that most municipalities follow a 5-day schedule.

President Rutt disagreed with the proposed change, stating the current schedule works and hasn't received complaints, though she acknowledged that not all government offices are open 5 days. Pro Tem Ford referenced the 2022 flexible schedule change and raised concerns about ongoing issues. Council Members Comparoni and Papacek expressed openness to exploring flexible options, with Council Member Papacek emphasizing the need for adequate staffing, especially on Fridays. Council Member Dandalides argued for prioritizing service improvement and work-life balance, while Council Member Papacek raised concerns about staffing levels under the proposed changes.

Village Manager McClary stated that implementing a 5-day schedule would require hiring additional staff, costing approximately \$26,000–\$30,000, due to cross-training limitations and coverage needs. Council Member Lamb noted that while workload hasn't increased, departments like Ordinance and DPW still require more staff. President Rutt inquired about staffing impacts, and Village Manager McClary confirmed the need for more resources if window hours are extended.

Harry Stephens pointed out confusion in Orion Township due to Friday petition deadlines, suggesting alignment could be beneficial.

Village Manager McClary also noted peak window traffic occurs on Mondays and Tuesdays. Council Member Dandalides questioned the burden of a 5-day schedule, while President Rutt questioned its necessity. Council Member Lamb added that population growth will increase staffing demands. Council discussed start times and delegated scheduling decisions to the Village Manager.

Chief of Police Mark Amundson noted that Orion Township, with 40,000 residents, operates on a 5-day schedule, and the Village's proposed change would result in even more weekly operating hours than Orion Township.

Council Member Comparoni suggested a later start time to better accommodate residents' schedules, while Council Member Lamb emphasized the need for at least 40 hours of window availability, remaining flexible on start times.

Council discussed the start time for the Village and then decided to leave it up to the discretion of the Village Manager.

**MOTION** made by Council member Dandalides, Seconded by Council member Moshier to adopt a five-day schedule with a minimum of 50 window office hours per week, with the flexibility for Administration to determine specific staff schedules. The Village Manager will present proposed scheduling plans to Council at a later date.

- VOTING YEA:** Ford, Moshier, Lamb, Dandalides, Comparoni Jr
- VOTING NAY:** Rutt
- ABSENT:** None
- MOTION:** Carried

A resident from 638 Buena Vista recommended accommodating contractors with early start times and emphasized the importance of cross-training staff to support a smooth transition.

**B. Review Village Hall Inclement Weather Closing Policy**

**MOTION** made by President Rutt, Seconded by Council member Lamb to reschedule item 4. B, Review Village Hall Inclement Weather Closing Policy to October 13, 2025 at 5:30 PM.

- VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** None
- MOTION:** Carried

**5. Call to the Public**

None.

**6. Adjournment**

**MOTION** made by Council member Comparoni Jr, Seconded by President Rutt to adjourn the September 22, 2025, Village Council Regular Meeting.

- VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** None
- MOTION:** Carried

The September 22, 2025, Village Council Regular meeting adjourned at 6:23 PM.

\_\_\_\_\_  
Teresa Rutt  
President

\_\_\_\_\_  
Sonja Stout  
Clerk/Treasurer

Date Approved: as presented on October 13, 2025



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13, 2025

**TOPIC:** Approval of Village Council Regular Meeting Minutes of September 22, 2025

**RECOMMENDED MOTION:** To approve the September 22, 2025 Village Council Regular Meeting Minutes, as presented.



# MINUTES

## REGULAR MEETING OF THE VILLAGE COUNCIL

Monday, September 22, 2025

6:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

**ADDRESSING THE VILLAGE COUNCIL:** Each person wishing to address the village council shall be afforded an opportunity to do so. If you wish to comment, please stand or raise a hand to indicate that you wish to speak. When recognized, give your name and address and direct your comments to the Chair.

### 1. Call to Order

The September 22, 2025, Village Council Regular Meeting was called to order at 6:30 PM by President Rutt.

### 2. Pledge of Allegiance

### 3. Roll Call and Determination of Quorum

#### PRESENT

President Teresa Rutt  
President Pro Tem Stan Ford  
Council member Nancy Moshier  
Council member Michael Lamb  
Council member George Dandalides  
Council member Alex Comparoni Jr  
Council member Eric Papacek

#### STAFF PRESENT

Village Manager Darwin McClary  
DPW Director Wes Sanchez  
Police Chief Mark Amundson  
Clerk/Treasurer Sonja Stout

### 4. Presentations

#### A. Presentation on 2025 Retiree Medical Plan (OPEB) Accounting Report

Chris Veenstra from Watkins Ross provided a brief presentation on the Village’s 2025 retiree Medical Plan (OPEB) accounting report.

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford to receive and file the 2025 Retiree Medical Plan (OPEB) Accounting report.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek

**VOTING NAY:** None

**ABSENT:** None

**MOTION:** Carried

**5. Call to the Public**

Harry Stephens expressed concerns regarding speeding on Northshore Drive. He emphasized the need for sidewalks in the area and suggested that streets without sidewalks should have reduced speed limits to enhance pedestrian safety.

Rosemary Ford addressed the condition of a deteriorating property on E. Jackson Street. She requested that Code Enforcement investigate and take appropriate action.

Donald Kindred addressed the Council with several concerns, including a request for a sonar inspection of the river. He also noted a nearby property on Elizabeth Street with overgrown shrubbery that requires maintenance. In addition, he reported ongoing issues with his garbage can being repeatedly stolen and sought assistance in resolving the matter.

**6. Approval of Agenda**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to approve the Agenda for September 22, 2025, Village Council Regular meeting as amended with the addition of adding 10. C. *Marina Permitting* and item 10. D. *Lumberyard Stop Work Order*.

**VOTING YEA:** Moshier, Lamb, Dandalides, Comparoni Jr, Papacek

**VOTING NAY:** Rutt, Ford

**ABSENT:** None

**MOTION:** Carried

**7. Consent Agenda**

All items on the Consent Agenda are approved by one vote.

**MOTION** made by President Rutt, seconded by President Pro Tem Ford, to approve the amended September 22, 2025, Village Council Regular Consent Agenda, with the following changes:

- Removal of Items C (*Social District Permit – NIKOLA'S, LLC*), D (*Social District Permit – CGKW, LLC*), and E (*Social District Permit – Sick Orion Inc. dba Sick Town Hall*) to be reviewed as a single agenda discussion item;
- Removal of Item K (*Receive and File Invoice Distribution Report for September 23, 2025*) and Item M (*Receive and File Planning and Zoning Monthly Report*) for further discussion.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek  
**VOTING NAY:** None  
**ABSENT:** None  
**MOTION:** Carried

**A. 2025-2026 Winter Maintenance Agreement with Road Commission for Oakland County**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford to approve the 2025-2026 Winter Maintenance Agreement between the Village of Lake Orion and the Road Commission for Oakland County for the Village to perform certain winter road maintenance for the Road Commission in the total amount of \$6,064.25, with the revenue to be posted to the Local Street Fund; and to authorize the Village Manager to execute the agreement on behalf of the Village.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek  
**VOTING NAY:** None  
**ABSENT:** None  
**MOTION:** Carried

**B. Approval of Performance Resolution required by the Michigan Department of Transportation (MDOT) for permits to work within State Highway Right of Way.**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford to adopt the attached Performance Resolution for Governmental Agencies as required by the Michigan Department of Transportation, and authorize the following positions to apply for permits on behalf of the Village of Lake Orion:

- Village Manager
- Department of Public Works Director
- Chief of Police

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek  
**VOTING NAY:** None  
**ABSENT:** None  
**MOTION:** Carried

**C. Social District Permit- NIKOLA'S, LLC**

Pulled for further discussion.

**D. Social District Permit- CGKW, LLC**

Removed for further discussion.

**E. Social District Permit- Sick Orion Inc dba Sick Town Hall**

Removed for further discussion.

**F. Approval of Special Event – Lake Orion High School Homecoming Parade**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford to adopt Resolution No. 2025-033 approving the “Lake Orion High School Homecoming Parade” Special Event Permit and the License Agreement between the Village of Lake Orion and the Lake Orion Leadership Class, represented by Lora Hogan, for the event to be held on October 12, 2025, and to authorize the Village Council President and Village Clerk to execute the agreement on behalf of the Village.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek  
**VOTING NAY:** None  
**ABSENT:** None  
**MOTION:** Carried

**G. Approval of Village Council Regular Meeting Minutes of September 8, 2025**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford To approve the September 8, 2025 Village Council Regular meeting minutes as presented.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek  
**VOTING NAY:** None  
**ABSENT:** None  
**MOTION:** Carried

**H. Receive and File of DDA Regular Meeting Minutes of August 19, 2025**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford to receive and file the DDA Regular Meeting Minutes of August 19, 2025, as presented.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek  
**VOTING NAY:** None  
**ABSENT:** None  
**MOTION:** Carried

**I. Receive and File of DDA Special Meeting Minutes of September 5, 2025**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford To receive and file the DDA Special Meeting Minutes of September 5, 2025, as presented.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek  
**VOTING NAY:** None  
**ABSENT:** None  
**MOTION:** Carried

**J. Receive and File of Board of Ethics Organizational Meeting Minutes of June 25, 2025**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford to receive and file the Board of Ethics organizational meeting minutes of June 25, 2025.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek  
**VOTING NAY:** None  
**ABSENT:** None  
**MOTION:** Carried

**K. Receive and file Invoice Distribution Report for September 23, 2025**

Removed for further discussion.

**L. 2025 Election of the Michigan Municipal League Liability & Property Pool Director Election**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford to authorize the Village Clerk, Sonja Stout, to cast the Village of Lake Orion’s 2025 Official Ballot for the election of the two (2) nominated Directors to the Michigan Municipal League Workers’ Compensation Board of Trustees.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek

**VOTING NAY:** None

**ABSENT:** None

**MOTION:** Carried

**M. Receive and File of Planning and Zoning Monthly Report by McKenna**

Removed for further discussion.

**8. Items Removed from the Consent Agenda**

The owners of Nikola’s, LLC stated that they have purchased Anita’s Kitchen and plan to convert the establishment into a dual-concept venue, offering both brunch and cocktail hour service. They anticipate opening during the second week of November.

The owners of CGKW, LLC stated that they have purchased Oat Soda, and their business plan is to operate a concept similar to *Too Ra Loo*, a restaurant located in Rochester, which will include outdoor seating.

**C. Social District Permit- NIKOLA'S, LLC**

**MOTION** made by Council member Lamb, Seconded by President Rutt move by resolution that the application of NIKOLA’S, LLC for a social district permit for the licensed premises at 45 W Flint Street is recommended for consideration for approval by the Michigan Liquor Control Commission.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek

**VOTING NAY:** None

**ABSENT:** None

**MOTION:** Carried

**D. Social District Permit- CGKW, LLC**

**MOTION** made by Council member Lamb, Seconded by President Rutt move by resolution that the application of CGKW, LLC for a social district permit for the licensed premises at 45 W Flint Street is recommended for consideration for approval by the Michigan Liquor Control Commission.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek

**VOTING NAY:** None

**ABSENT:** None

**MOTION:** Carried

**E. Social District Permit- Sick Orion Inc dba Sick Town Hall**

**MOTION** made by Council member Lamb, Seconded by President Rutt move by resolution that the application of Sick Orion Inc dba Sick Town Hall for a social district permit for the licensed premises at 45 W Flint Street is recommended for consideration for approval by the Michigan Liquor Control Commission.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek

**VOTING NAY:** None

**ABSENT:** None

**MOTION:** Carried

**K. Receive and file Invoice Distribution Report for September 23, 2025**

Council Member Lamb questioned whether the DDA Director was receiving benefits, noting his understanding that the position was hired without them. The Village Manager clarified that a missed retirement contribution, due to incomplete paperwork, was being corrected per the Director’s contract. Council Member Lamb also inquired about the pension contribution account and other DDA expenditures in the revenue and expenditure report.

**MOTION** made by Council member Lamb, Seconded by President Rutt to receive and file the Invoice Distribution Report in the amount of \$259,840.60 of which \$91,479.45 are DDA bills for a net total of \$168,361.15.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek

**VOTING NAY:** None

**ABSENT:** None

**MOTION:** Carried

**M. Receive and File of Planning and Zoning Monthly Report by McKenna**

Council Member Lamb explained his reasoning for removing certain items from McKenna’s report. Council Members Dandalides and Comparoni expressed concerns about setbacks and street narrowness, respectively. President Rutt supported removing some, but not all, of the items. President Pro Tem Ford asked whether the proposed changes constituted action items.

Village Manager McClary stated that it would be inappropriate to bypass the Planning Commission, as they have authority over the report.

**MOTION** made by Council member Lamb, Seconded by Council member Dandalides to remove items 4.03, 12.03, 13.11, 4.02 and 13.12 under recommended changes on the monthly Planning and Zoning monthly report.

**VOTING YEA:** Lamb, Papacek, Dandalides

**VOTING NAY:** Rutt, Moshier, Ford, Comparoni Jr

**ABSENT:** None

**MOTION:** Failed

**MOTION** made by President Rutt, Seconded by Pro Tem Ford to receive and file the monthly Planning and Zoning monthly report as presented.

- VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek
- VOTING NAY:** None
- ABSENT:** None
- MOTION:** Carried

**9. Public Hearings**

**10. Other Items**

**A. Attorney Services**

The Village Council discussed the timeline and process for seeking competitive bids for attorney services, including when bids were last solicited. Council also considered whether establishing a formal policy for requesting proposals on all Village contracts would be beneficial. Suggested timeframes for issuing and receiving proposals were discussed, with the Village Manager noting that 60 days would be an aggressive timeline.

**MOTION** made by Council member Lamb, Seconded by Council member Dandalides to direct the Village Manager to immediately put out requests for proposals for Village Attorney Services with regard to Village support and Police and prosecution support and return with those proposals to Village council and request the Village Manager do a review on Village consultants for future review and submit proposals and a schedule policy to Council at next meeting.

- VOTING YEA:** Moshier, Lamb, Dandalides, Comparoni Jr, Papacek
- VOTING NAY:** Rutt, Ford
- ABSENT:** None
- MOTION:** Carried

Rosemary Ford inquired about the selection process for reviewing the Village Attorney and emphasized the importance of reviewing all consultants and establishing a formal policy.

Harry Stephens spoke about fiduciary responsibilities and the need for opening up bids on a suitable basis.

**B. Village Tax Distributions - Council Member Lamb**

Council Member Lamb gave a presentation to the Village Council on tax distributions, including an overview of millage rates, a breakdown of taxes allocated to the DDA, DDA revenues and expenditures, and capital improvement projects.

Council discussed the presentation, with some members noting it was helpful in understanding how funds are allocated. There was discussion about the DDA’s Tax Increment Financing (TIF) plan and the possibility of future amendments. Council Member Comparoni expressed disappointment that the DDA was not present to respond. Council Member Ford and President Rutt voiced their support for the DDA.

Harry Stephens reminded the group that the Village is a co-signer on the DDA bonds.

Rosemary Ford also emphasized her support for the DDA and noted that the audit reflects the Village's financial stability.

### **C. Marina Permitting**

Council Member Lamb stated that the DNR had issued a permit for a new marina license to Waterside Social restaurant and asked the Village Manager for clarification on the Village's ordinance and the next steps. The Village Manager clarified that the permit was issued by EGLE and includes a condition requiring local permitting. He stated that the applicant must obtain a zoning permit before any marina construction can begin. Code Enforcement and Planning & Zoning are aware and monitoring the situation, and the Village will take enforcement action if any violations occur.

### **D. Lumberyard Stop Work Order**

Council Member Lamb reviewed DDA permits filed for the Lumberyard and shared a resident complaint alleging that proper permits had not been submitted. He requested that the Village Manager halt DDA expenditures until proper documentation is provided and asked that a stop work order be issued to ensure compliance.

The Village Manager responded that all Village ordinances are being enforced, the DDA's work is properly permitted, and no violations are known. He added that the DDA is held to the same standards as others and that he has no authority over how the DDA allocates its funds.

## **11. Call to the Public**

Harry Stephens noted changes occurring in the restaurant industry and raised concerns about recreational vehicles being left on properties. He stated that the Village ordinance should be updated to address this issue.

## **12. Council Comments**

President Pro Tem Ford noted that Paint Creek Trail will remain open during an upcoming running event and mentioned a bridge closure. He also attended the DDA Movie Night and enjoyed the event.

Council Member Dandalides reported two properties on Longpointe with overgrown grass. He clarified that he is not opposed to the DDA, acknowledges its purpose, but emphasized that times have changed since its formation in 1985.

Council Member Comparoni, Jr. provided a score update on the Detroit Lions game.

Council Member Moshier stated she is not against the DDA but would like to see financial improvements. She shared that she would be traveling to Poland on Monday but will return for the next council meeting.

Council Member Lamb expressed concern about delays in the Village Attorney’s review of the steeple contract, citing the need for timely action before inclement weather. He also mentioned efforts to schedule the first cityhood meeting.

Council Member Papacek, attending his first council meeting, thanked everyone and expressed appreciation for the energy of the group. He stated he is available to all residents in his role.

President Rutt shared takeaways from attending the MML Convention and encouraged more delegate participation in the future. She highlighted the Michigan Green Communities program as a potential volunteer opportunity for the Village. Regarding the mapping inventory project, she explained it helps clarify property ownership, liability, and future repair responsibilities, and is not limited to lakefront properties. She concluded by stating that she is not angry, but passionate about the Village’s direction.

**13. Village Manager Comments**

Village Manager McClary reported that the Village Attorney has completed the review of the steeple contract and prepared a final version for his signature. He also addressed a citizen complaint, noting that the Village has taken corrective action to prevent a recurrence.

**14. Closed Session Items**

**15. Business From Closed Session**

**16. Adjournment**

**MOTION** made by Council member Comparoni Jr, Seconded by Council member Papacek to adjourn the September 22, 2025 Village Council Regular Meeting.

**VOTING YEA:** Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek

**VOTING NAY:** None

**ABSENT:** None

**MOTION:** Carried

The September 22, 2025 Village Council Regular Meeting adjourned at 9:21 PM.

\_\_\_\_\_  
Teresa Rutt  
President

\_\_\_\_\_  
Sonja Stout  
Clerk/Treasurer

Date Approved: as presented on October 13, 2025



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13, 2025

**TOPIC:** Receive and File Board of Zoning Regular Meeting minutes June 5, 2025

**RECOMMENDED MOTION:** To receive and file the June 5, 2025 Board of Zoning Regular Meeting Minutes, as presented.



# MINUTES

## REGULAR MEETING OF THE BOARD OF ZONING APPEALS

Thursday, June 5, 2025

6:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

### 1. Call to Order

The Thursday, June 5, 2025 Regular Meeting of the Lake Orion Board of Zoning Appeals was called to order by Chairperson Mathisen at 6:30 p.m.

### 2. Roll Call and Determination of Quorum

#### PRESENT

Chairperson Brad Mathisen  
Vice Chairperson Raymond Putz  
Secretary Brenton Bailo  
Board Member Henry Lorant

#### ABSENT

Board Member Mary Chayka-Crawford

#### STAFF PRESENT

Village Planning and Zoning Coordinator Gage Belko  
Recording Secretary Danielle Smith

### 3. Approval of Agenda

Board Member Lorant moved, Board Member Bailo seconded, to approve the June 5, 2025 regular meeting agenda of the Board of Zoning Appeals, as presented.

**AYES:** Mathisen, Lorant, Bailo, Putz

**NAYS:** None

**ABSENT:** Chayka-Crawford

**MOTION:** Carried

**4. First Hearing of the Public**

None.

**5. Approval of Minutes**

**A. Approval of BZA Minutes – March 6, 2025**

Board Member Bailo moved, Board Member Lorant seconded, to approve the March 6, 2025 regular meeting minutes of the Board of Zoning Appeals, as presented.

**AYES:** Mathisen, Lorant, Bailo, Putz

**NAYS:** None

**ABSENT:** Chayka-Crawford

**MOTION:** Carried

**6. BZA Preface**

Chairperson Mathisen reviewed the meeting procedures.

**7. Public Hearing**

**A. Public Hearing: A-25-03 (37 E. Flint St.) Commercial Signage Variance Request**

Board Member Lorant moved, Board Member Bailo seconded, to open the public hearing at 6:33 p.m.

**AYES:** Mathisen, Putz, Lorant, Bailo

**NAYS:** None

**ABSENT:** Chayka-Crawford

**MOTION:** Carried

Planner Belko gave a synopsis of the variance request, reviewed the findings of fact and was available to answer any questions of the Board.

Scott Taylor, applicant, and Tom Bailey, 3039 Dixie Highway, Waterford, MI 48328, presented the variance request and were available to answer any questions of the Board.

Board Member Bailo stated the drawings submitted show that the proposed sign is only eight feet off the ground and is concerned that pedestrians may try and touch the sign. Mr. Taylor shared that there is room to move the sign higher if needed and that the proposed sign height complies with current Village requirements.

Planner Belko shared that the applicant had discussed potentially creating a smaller sign, which would allow the sign to be positioned higher up on the building and reduce the risk of pedestrians trying to touch the sign. Mr. Taylor confirmed that he would be willing to reduce the sign's size and position it higher up on the building.

Board Member Mathisen asked whether the illumination from the lights bordering the sign would overwhelm the area. Mr. Taylor shared that the proposed lights are an “old Vegas” style and similar to the lights located at Johnny Blacks.

There being no further comment, Board Member Bailo moved, Board Member Lorant seconded, to close the public hearing at 6:51 p.m.

- AYES:** Mathisen, Putz, Lorant, Bailo
- NAYS:** None
- ABSENT:** Chayka-Crawford
- MOTION:** Carried

**8. Action Items**

**A. A-25-03 (37 E. Flint St.) Commercial Signage Variance Request**

The applicant is looking to establish a new business in Downtown Lake Orion and is proposing a large projecting sign that exceeds some standards of Chapter 155 of the Village Code of Ordinances and was unable to receive administrative approvals. As such, the applicant is requesting the following variances:

1. CHAPTER 115: SIGN REGULATIONS, SECTION 155.06(C) TABLE – DC, NONRESIDENTIAL

Maximum Projecting Sign Area:	Permitted:	9 sq ft. without special approval
	Existing:	7.29 sq ft.
	Proposed:	32 sq ft.
	<b>Variance:</b>	<b>23 sq ft.</b>

2. CHAPTER 155: SIGN REGULATION, SECTION 155.07(H) - PROJECTING SIGN REGULATIONS

Maximum Projecting Sign Height:	Permitted:	12 ft.
	Existing:	<12 ft.
	Proposed:	24 ft.
	<b>Variance:</b>	<b>12 ft.</b>

Illumination of Projecting Signs:	Permitted:	External Illumination Only
	Existing:	External Illumination
	Proposed:	Internal Illumination
	<b>Variance:</b>	<b>Internal Illumination of Projecting Sign</b>

FINDINGS OF FACT

- 1. The variance would not be contrary to the public interest or general purpose and intent of this chapter.

- The variance would not be contrary to the public interest or general purpose and intent of the Sign Ordinance. The building currently has a very large wall sign and a small projecting sign that will be removed and replaced by the proposed projecting sign.
2. The variance does not adversely affect properties in the immediate vicinity of the proposed sign.
    - There is no evidence the variances requested would adversely affect the adjacent properties within the immediate vicinity.
  3. The petitioner has a practical difficulty resulting from the unusual characteristics of the property that precludes reasonable use of the property.
    - The building is relatively large, with “signable” walls located further from the Downtown core, potentially impacting visibility of the business; the proposed sign will enhance visibility for pedestrians and motorists alike.

Board Member Mathisen moved, Board Member Lorant seconded, to approve a variance of 15 square feet from the maximum projecting sign area standard to allow a 24-square-foot projecting sign to be installed at 37 E. Flint Street, based on the findings listed in the Village Planner’s report dated May 29, 2025, with the condition that the sign be placed at a minimum of 10 feet above grade.

**AYES:** Mathisen, Putz, Lorant, Bailo  
**NAYS:** None  
**ABSENT:** Chayka- Crawford  
**MOTION:** Carried

Board Member Bailo moved, Board Member Lorant seconded, to approve the requested variance of 12 feet from the maximum projecting sign height standard to allow a projecting sign reaching up to 24 feet above grade to be installed at 37 E. Flint Street, based on the findings listed in the Village Planner’s report dated May 29, 2025.

**AYES:** Mathisen, Putz, Lorant, Bailo  
**NAYS:** None  
**ABSENT:** Chayka- Crawford  
**MOTION:** Carried

Board Member Lorant moved, Board Member Mathisen seconded, to approve the requested variance from the standard prohibiting internally illuminated projecting signs to allow an internally illuminated projecting sign to be installed at 37 E. Flint Street, based on the findings listed in the Village Planner’s report dated May 29, 2025.

**AYES:** Mathisen, Putz, Lorant, Bailo  
**NAYS:** None  
**ABSENT:** Chayka- Crawford  
**MOTION:** Carried

**B. Monthly Planning and Zoning Report**

Planner Belko provided a report of the previous month(s) planning and zoning activities within the Village.

Board Member Mathisen moved, Board Member Lorant seconded, to receive and file the May 2025 monthly planning and zoning report.

**AYES:** Mathisen, Putz, Lorant, Bailo  
**NAYS:** None  
**ABSENT:** Chayka- Crawford  
**MOTION:** Carried

**9. Unfinished Business**

None.

**10. Second Hearing of the Public**

None.

**11. Board Member Comments**

Board Member Putz shared that he appreciates the hard work from Planner Belko and Village staff members.

Board Member Lorant stated that the Village staff does a great job at keeping everyone informed.

Board Member Bailo shared that he is happy to hear there is activity at 55 West Elizabeth St.

Board Member Mathisen asked how he can receive the monthly planning and zoning reports since the board only meets as needed. Planner Belko said he could start emailing the report to the board members for informational purposes.

Board Member Mathisen shared that he would like to have the BZA bylaws amended to change the current order of the agenda. Planner Belko stated that he would present a formal amendment at their next meeting.

**12. Next Regular Meeting – July 10, 2025**

**13. Adjournment**

Board Member Bailo moved, Board Member Lorant seconded, to adjourn the meeting at 7:36 p.m.

**AYES:** Mathisen, Putz, Lorant, Bailo  
**NAYS:** None  
**ABSENT:** Chayka-Crawford  
**MOTION:** Carried

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Dr. Brenton Bailo  
Secretary

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Sonja Stout  
Village Clerk/Treasurer

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Danielle Smith  
Recording Secretary

Date Approved:



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13, 2025

**TOPIC:** Receive and File of Parks & Recreation Advisory Committee Regular Meeting Minutes of August 26, 2025

**RECOMMENDED MOTION:** To receive and file the August 26, 2025 Parks & Recreation Advisory Committee Regular Meeting Minutes, as presented.

**Village of Lake Orion Parks and Recreation Advisory Committee**  
**Regular Meeting: Tuesday, August 24, 2025, 6:30 p.m.**

**1. Call to Order by the Chairperson**

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The Tuesday, August 26, 2025, Regular Meeting of the Village of Lake Orion Parks and Recreation Advisory Committee was called to order at Unger Park by Rosemary Ford at 6:38pm.

**2. Roll Call and Determination of Quorum**

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Present: Chairperson: Rosemary Ford  
Vice Chairperson: Erin Crane  
Secretary: Cristy Garbacik  
Member: Erin Rohlfing  
Absent: Council Member: George Dandalides  
Vacancies: None  
Also in Attendance: DPW Director Wes Sanchez

**3. Approval of Minutes**

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**Meeting Minutes – July 22, 2025**

By Erin Rohlfing,

RESOLVED: That the regular minutes of the July 22, 2025, meeting of the Parks & Recreation Advisory Committee be approved with the change of 7D stating Orion Township would not be able to contribute due to monies tied up in GLAC and Orion Township Parks Director Aaron Whatley was out of town.

Seconded by Erin Crane and adopted: AYES: 4; NAYS: 0; ABSENT: 1.

**4. Call to the Public**

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No public comment was received.

**5. Approval of Agenda**

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By Cristy Garbacik,

RESOLVED: To approve the Agenda of the Tuesday, August 26, 2025, Parks and Recreation Advisory Committee with the removal of 7D; also the addition of 7E Playground report card, and 8B Atwater basketball court.

Seconded by Erin Crane and adopted AYES: 4; NAYS: 0; ABSENT: 1.

**6. Pending Business**

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**A. Parks Maintenance.**

An updated parks maintenance needs list is presented on a word document **which is attached and incorporated as part of these minutes.**

Items on the maintenance list estimated over \$2,500 were moved to the budget list.

Added:

Swiss Village – Chess table chair bent.

Unger – Pavers under bench.

Removed:

Children’s – stone wall (moved to budget)

Green’s – seawall, sprinklers, and boat dock extension (moved to budget)

Green’s – leveling for new docks and new cleats are loose and crooked (DPW fixed)

Atwater – concerns about dog waste (ordinance sign and bags posted)

Atwater – shade sails over bleachers (too much money)

Atwater – Paint top of main sign. (DPW completed)

**B. Budget Review**

An updated budget list is presented on an excel document **which is attached and incorporated as part of these minutes.**

The budget items for planning will now be referred to as Capital improvement plan (CIP). It will include items estimated over \$2,500. As mentioned above, many items were added from the maintenance list.

## **7. New Business**

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### **A. Shade Sails**

We will discuss the purchasing of the shade sails for Children's when George Dadalides is present.

### **B. Boat Bumpers**

We will discuss the purchasing of the boat bumpers when George Dadalides is present. At Green's Park, there are 3 docks. They would need 2 bumpers on each side equaling 4 bumpers per dock. 3 docks x 4 bumpers = 12 bumpers in total.

### **C. Orion Township networking**

Rosemary Ford contacted Parks and Recreation chairperson, Aaron Whatley, in August to discuss grants. Previous minutes July 22, May 27.

### **D. Preliminary Council Report**

Removed due to the committee being unsure of the reason for the report on the agenda.

### **E. Playground Report Card**

On July 22, Village Manager McClary presented the P&R committee with a copy of a playground report card. This report observes the safety of parks with specific credentials and a check-off grading methodology. The committee decided they would fill out a report card each month when they visit a park during their scheduled meetings.

## **8. Reports**

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### **A. Volunteer Days**

Volunteer clean up days at multiple parks has almost been completed. Erin R. will contact Lake Orion High School's student volunteer chair, Kristi Pavelich, with our final date.

New date – September 13, 10-12 at Unger – Erin C.

Completed: July 15, 10-12 at Atwater – Cristy G. July 18, 10-12 at Children's – Rosemary F.

August 9, 11-1 at Swiss – Erin R.

### **B. Basketball Court**

*This item was moved between 6B and 7A to allow Wes to have a discussion and leave at an earlier time.*

A new Atwater Park proposal was drafted on August 25, 2025, by Hutch Paving per Michael Lamb's request. The proposal was for 4,100sf for \$32,480.00. 4,100sf is larger than the 3,400sf previous 9-21-24 proposal for \$33,965.00.

The July 28, 2025 Village Council meeting was also brought up. There was concern and disappointment with the manager's request to receive a proposal from Nowak and Fraus Engineers on July, 23, 2025. This proposal included an \$11,100.00 engineering cost and an estimate cost of \$85,382.00 for an 84x50 4,200sf basketball court. Council voted no on approving the engineering costs, voicing concerns with the higher basketball court cost. This presentation was confusing as the size of the basketball court was different and the engineering costs were not previously required.

## **9. Items to Be Placed on Next Agenda**

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Pending Business  
Parks Maintenance  
Capital Improvement Plan  
New Business  
Shade Sails  
Boat Bumpers  
Reports  
Volunteer Days  
Orion Township networking  
Atwater Basketball court

**10. Date of Next Meeting**

Tuesday, September 23, 2025, at 6:30 at Village Hall.

**11. Committee Member Comments**

Rosemary Ford and Cristy Garbacik attended the July 28, 2025 Village Council meeting requesting support of the park projects, specifically the Atwater basketball court.

Rosemary Ford noted Green's Park and their staffing during Dragon on the Lake.

**12. Adjournment**

On a motion by Cristy Garbacik, seconded by Erin Rohlfing, the Parks and Recreation Advisory Committee Meeting adjourned at 8:22pm.

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Rosemary Ford, Chairperson  
Date Approved: September 23, 2025

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Cristy Garbacik, Recording Secretary

# Lake Orion Village Parks Maintenance Items

Updated Per August 26, 2025, Meeting

Red =1<sup>st</sup> Priority, Orange =2<sup>nd</sup> Priority, Blue = 3<sup>rd</sup> Priority

## All Parks

- 1 – **Power wash and weed all parks monthly or as needed.**

## Children's Park

- 1 – (7/23/24) Add woodchips next to the red slide, all new spirilla have died. (Jose will call)
- 1 – (5/27/25) New Maple tree by Cookies and Cream died. (planted 7/23/24)
- 1 – (7/23/24) Playground equipment Twist broken, needs to be raised – (Landscape Structures contacted) Ordered by DPW, might be covered by Warranty
- 3 – (3/19/24) Picnic table multiple seats cracked (close to parking lot) – DPW to replace with wood

## Meek's Park

- 3 – (4/22/25) Tree fell in river.

## Green's Park

- 1 – (7/26/22) Addition of mounted boat bumpers to be installed on docks (4-6)
- 1 – (5/27/25) New Maple tree by beach died. (planted 7/23/24)
- 2 – (7/22/25) Floating boat dock (furthest south) unstable.
- 3 – (7/23/24) Remove small wooden and concrete seawall inside south beach. (5/27/25 met with engineer)

## Swiss Village Park

- 2 – (5/27/25) Grass needs to be cut on hill.
- 2 – (6/24/25) Playground low on sand.
- 3 – (5/23/23) Border needed around playground.
- 3 – (8/26/25) Chess table chair bent.

## Unger Park

- 1 – (8/24/21) Japanese Knotweed needs to be removed. (Erin C to check with neighbors)
- 3 – (10/1/24) Small slide pole moves on ground base.
- 3 – (8/26/25) Pavers under bench.

## Atwater Park

- 3 – (6/25/24) Chairs crooked around tables.
- 3 – (4/22/25) Bleachers need to be replaced.

<b>Village of Lake Orion Parks &amp; Recreation Committee Budget</b>					
<b>2025-2026 Capital Improvement Plan (major permanent items over \$2,500 with a life span over 1 year)</b>					
<b>Budget Item</b>	<b>Priority Level</b>	<b>Cost Estimate</b>	<b>Cost Actual</b>	<b>Notes</b>	<b>Voted &amp; Agreed</b>
1 Green's Park Pavilion at SW of basketball court	High				
2 DPW Assigned daily maintenance employee on grounds	High	\$2,500	7-'24 DDA seasonal helper \$18.25 hour x 8 hours= \$146/week x 20 weeks = \$2,920.	8-23-22 discussed Motion and contact DDA	6-25-24 Yes 7-'24 denied Manager McClary and DPW Director Sanchez
3 Atwater Additional Swings (2)	Medium	1200-1500			
4 Children's Additional Shade Sail(s) (1-3)	Medium	1200 each	7-22-25 \$2,300	7-22-25 cost too high	6-24-25 Yes
5 Green's Park Retaining Wall	Medium				
6 Children's Park Bridge	Medium			7-22-25 budgeted by Village for '25-26 for \$100,000	
7 Unger Park Basketball court	Low		Birmingham Seal \$15,000.00 5-28-24 (quarter court)		
8 Swiss Village Basketball court	Low				
Children's Park Stone walls are disintegrating.				DDA installed 5-14-20 concern	
Green's Park Sprinklers			7-22-25 DPW quote \$8,400	7/26/2022 motion	
Green's Park East-West seawall				5/26/2015	
Green's Park Dock extension x1				7/22/2025	
<b>Approved</b>					
Atwater Park Basketball Court - 4" <b>Approved - 11-25-24 and 4-22-25</b>	High	\$6,000	<b>5-28-24</b> Birmingham Seal \$30,733.00 (50x50 2,500sf) removal +\$4,700 <b>9-21-24</b> Hutch Paving \$33,965.00 (68x50 3,400sf) and removal <b>7-22-25</b> NF Paving \$35,712.44 (84x50 7,280sf) <b>8-25-25</b> Hutch Paving \$32,480.00 (4,100 sf) and removal +9,820	8-1-23 Began discussion 6-25-24 DPW to look into cost 11-25-24 Council approved CDBG funds of \$9,348.00 to be used towards Atwater bb court refurbish	<b>11-25-24</b> Council approved uses of PY2025 CDBG \$9,348.00 project. <b>April '25</b> Council approved allocations for '25-'26 fully fund project, projected to be complete in Spring of 2026 <b>7-28-25</b> Council doesn't support 7-22-25 NF engineering recommendation, manager requesting engineering
Children's and Meek's Park - Bank Stabilization <b>Approved 4-22-25</b>	High	300,000 - 400,000		The Village and DDA have a goal of improving bank stabilization in the DDA district. A 75/25 plan allows 75% of funds to be allotted for needed infrastructure.	4-22-25 Village, DPW, and DDA have approved completing this project in Spring 2026.



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13, 2025

**TOPIC:** Receive and File of Planning Commission Regular Meeting Minutes of September 2, 2025

**RECOMMENDED MOTION:** To receive and file the September 2, 2025 Planning Commission Regular Meeting Minutes, as presented.



# MINUTES

## REGULAR MEETING OF THE PLANNING COMMISSION

Tuesday, September 02, 2025

6:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

### 1. Call to Order

The Tuesday, September 2, 2025 Regular Meeting of the Lake Orion Planning Commission was called to order by Vice Chairperson Sabol at 6:30 PM.

### 2. Pledge of Allegiance

### 3. Roll Call and Determination of Quorum

#### PRESENT

Vice Chairperson Edward Sabol

Secretary Hank Lorant

Commissioner Larry Dunn

Commissioner James Barry

Village Council President Teresa Rutt

Village Council Member Michael Lamb

#### ABSENT

Chairperson James Zsenyuk

Commissioner/Administrative Official Darwin McClary

#### STAFF PRESENT

Acting Village Manager/DPW Director Wes Sanchez

Planning and Zoning Coordinator Mario Ortega

Deputy Clerk/Treasurer Lynsey Blough

DDA Executive Director Matthew Gibb

### 4. Approval of Agenda

**MOTION** made by Village Council President Rutt, Seconded by Village Council Member Lamb, to approve the agenda for September 2, 2025, Planning Commission Regular Meeting, as presented.

**VOTING YEA:** Sabol, Lorant, Dunn, Barry, Rutt, Lamb  
**VOTING NAY:** None  
**ABSENT:** Zsenyuk, McClary  
**MOTION:** Carried

**5. Approval of Minutes**

**A. Approval of August 4, 2025, Planning Commission Regular Meeting Minutes**

**MOTION** made by Secretary Lorant, Seconded by Village Council President Rutt, to approve the August 4, 2025 Planning Commission Regular Meeting Minutes, as presented.

**VOTING YEA:** Sabol, Lorant, Dunn, Barry, Rutt, Lamb  
**VOTING NAY:** None  
**ABSENT:** Zsenyuk, McClary  
**MOTION:** Carried

**6. Public Comments on Non-Agenda Items Only**

None.

**7. Public Hearing**

None.

**8. Old Business**

None.

**9. New Business**

**A. Land Division Discussion: VLO-25-002 658, 664, 670 Victoria Island Land Division and Combination Review**

The property owner of three lots on Victoria Island proposed to split the middle lot, which does not contain a single-family residential structure, and combine one portion with the lot to the north and the remainder with the lot to the south. The existing lot to the south, located at 670 Victoria Island, is currently legally nonconforming. The proposed combination would bring this lot into conformity with both lot width and lot area requirements. The existing lot to the north, located at 658 Victoria Island, conforms with lot width requirements but is legally nonconforming due to a smaller lot area. The proposed combination would reduce this nonconformity.

Planning and Zoning Coordinator Ortega presented the review and answered questions from Council Member Lamb regarding conformity.

**MOTION** made by Village Council Member Lamb, Seconded by Secretary Lorant, to recommend approval of the proposed lot division and combination to Village Council, contingent upon review and approval of the surveying and lot split by the Village Engineer.

**VOTING YEA:** Sabol, Lorant, Dunn, Barry, Rutt, Lamb

**VOTING NAY:** None

**ABSENT:** Zsenyuk, McClary

**MOTION:** Carried

**B. Site Plan Review: VLO.25.003 – 315 N Lapeer West Village Townhomes**

West Village Owner, LLC is proposing to demolish the school administration building at 315 N. Lapeer Street and construct two townhome-style multi-family structures. A total of 15 units would be located on the 1.63-acre site. The property was recently rezoned to the RM Multiple Family Residential District. Based on the proposed use and density, the project can be reviewed and approved under the standard multiple family residential development requirements. While it may appear connected to the PUD project on the property to the north, this proposal is not associated with that redevelopment. This review is being conducted with the understanding that the site can function independently as a standard 15-unit multi-family townhouse project.

Planning and Zoning Coordinator Ortega provided a summary of compliance with ordinance standards and McKenna’s recommendation with contingencies.

Council Member Lamb inquired about density conformity, invasive species such as phragmites, parking requirements, and the PUD agreement, to which Planning and Zoning Coordinator Ortega responded.

Kyle Westberg of West Village Owner, LLC began by stating that the school administration is scheduled to move out around Christmas time, with demolition and site work expected to begin in January. He then requested clarification on items including natural features and landscaping, building design, and architecture, and expressed concerns regarding pending items requiring Village Engineer approval. He noted that the project cannot move forward until the Village Engineer provides approval, but he remained optimistic about the project’s completion.

Stan Ford stated that he would be pleased to see the additional resident parking on Church Street.

**MOTION** made by Village Council President Rutt, Seconded by Secretary Lorant, to recommend site plan approval, contingent upon submission of a photometric plan that includes fixture heights and complies with permitted lighting standards, and upon approval of the revised plans by the Fire Marshal and Village Engineer.

**VOTING YEA:** Sabol, Lorant, Dunn, Barry, Rutt, Lamb

**VOTING NAY:** None

**ABSENT:** Zsenyuk, McClary

**MOTION:** Carried

**C. PUD Discussion: VLO.25.00X – 215 S Broadway Lumberyard Project Pre-Application Review**

DDA Executive Director Gibb provided a conceptual update on the Lake Orion Lumberyard Redevelopment Project at 215 S. Broadway. Work to date includes demolition, structural repairs, roof replacement, and site surveys. The historic coal and office building will be preserved, and the conceptual plan includes two retail sites, a boutique hotel, a bike shop, a trailhead with public restrooms, and a repurposed barn for a weekend market. No residential development is planned.

The DDA intends to pursue a Planned Unit Development (PUD) and is seeking preliminary feedback from the Planning Commission before formally submitting an application, expected in October or November.

Council Member Lamb stated that he was concerned about the project's financial feasibility, questioning whether it could sustain itself without additional public funding. He raised issues about stormwater detention, environmental site assessments, and the creation of a subsidiary entity to manage the site, emphasizing the need for concrete, tenant-ready proposals.

DDA Executive Director Matthew Gibb responded that the project will be structured to limit the village's financial exposure, with a nonprofit subsidiary responsible for management and revenue. He explained the funding strategy, including remaining bond funds, grant opportunities, and convertible lease agreements, and reiterated the project's intent to provide public space, parking, and commercial opportunities while addressing environmental and structural concerns.

President Rutt highlighted the community benefits of the project, including retail, boutique hotel, trailhead, and public market space. She emphasized that the Planning Commission's role is not to police finances and expressed support for pursuing the PUD process based on the Village Planner's recommendation.

Secretary Lorant noted excitement for the project, comparing it favorably to a similar project in Fenton, and encouraged continued progress.

Tim Marriott, resident and Lake Orion Bike Shop owner expressed enthusiasm for the project and support from local customers, highlighting its potential impact on the community.

Sam Caruso, Caruso Chiropractic and DDA Board Member, shared support for the project, particularly the boutique hotel and trail connections, emphasizing community interest and long-term benefits.

Stan Ford, resident and Council Member, voiced support for the DDA's expertise in managing the project and the community value it provides, highlighting public enthusiasm.

Vice Chairperson Sabol emphasized the positive ideas and community benefits, including green space and gathering areas, and expressed support for the concept.

## 10. Commissioners' Comments Regarding Planning and Zoning Matters

Commissioner Barry had no comment.

Secretary Lorant had no comment.

Commissioner Dunn had no comment.

President Rutt noted that the Eastport development, which recently received preliminary PUD approval from the Township, will likely come before the Village next month with some modifications, including added public benefits and preservation of mature trees. She also emphasized the importance of commissioners treating residents and presenters with respect, urging professional and courteous communication during meetings.

Council Member Lamb shared concerns about the Constellation Bay project, suggesting the old building on M24 might be better demolished with funds redirected to other community projects, such as the Lumber Yard or Steeple Project. He stated he plans to discuss this with Village Manager McClary and the Mocerri company. He also emphasized that he treats DDA Executive Director Gibb with respect despite disagreements and clarified that his intent is not to oppose the DDA project but to ensure proper management and fiscal responsibility.

**11. Next Regular Meeting - October 6, 2025**

**12. Adjournment**

**MOTION** made by Secretary Lorant, Seconded by Village Council Member Lamb, to adjourn the September 2, 2025 Planning Commission Regular Meeting.

**VOTING YEA:** Sabol, Lorant, Dunn, Barry, Rutt, Lamb

**VOTING NAY:** None

**ABSENT:** Zsenyuk, McClary

**MOTION:** Carried

The September 2, 2025 Planning Commission Regular Meeting adjourned at 7:55PM.

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Henry Lorant  
Secretary

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Lynsey Blough, CMC  
Deputy Clerk/Treasurer

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Sonja Stout  
Clerk/Treasurer

Date approved: as presented on October 6, 2025



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13, 2025

**TOPIC** Receive and File Financial Statements- September 2025

**BACKGROUND BRIEF:** Attached are the financial statements for September 2025 for your review.

**RECOMMENDED MOTION:** To receive and file the financial reports for September 2025.



COMERICA COMMERCIAL CARD SRVC  
 DEPARTMENT #166901  
 PO BOX 55000  
 DETROIT, MI 48255 1669

VILLAGE OF LAKE ORION  
 VILLAGE OF LAKE ORION  
 21 E CHURCH ST  
 LAKE ORION, MI 48362 0000

\*\*\*\*\*4944

Statement Summary			
<b>Total Amount Due</b>	\$12,776.45	<b>Due Date:</b>	10/21/2025
<b>Current Payment Due:</b>	\$12,776.45	<b>Billing Date:</b>	09/30/2025
<b>Past Due Amount:</b>	\$0.00	<b>Credit Limit:</b>	\$40,000.00
<b>Minimum Amount Due:</b>	\$12,776.45		

Account Summary			
<b>Previous Balance:</b>	\$9,691.32		
<b>Purchases:</b>	\$12,951.40	<b>Days In This Billing Cycle:</b>	32
<b>Cash Advances:</b>	\$0.00	<b>New Cash Advances:</b>	\$0.00
<b>Credits:</b>	(\$174.95)	<b>Cash Advance Fee:</b>	\$0.00
<b>Payments:</b>	(\$9,691.32)		
<b>Other Charges:</b>	\$0.00		
<b>New Balance:</b>	\$12,776.45		

Cardholder Summary	
Cardholder Name	Amount
MARK AMUNDSON - *4561	\$1,224.35
JANET BLOOM - *6238	\$2,023.25
MATTHEW GIBB - *8426	\$9,053.04
WESLEY A SANCHEZ - *6802	\$428.95
SONJA J STOUT - *5796	\$46.86

Post Date	Tran Date	Reference Number	Merchant Description	Amount
			<b>PURCHASES</b>	<b>\$12,951.40</b>
			<b>MISCELLANEOUS CREDITS</b>	<b>(\$174.95)</b>
			<b>PAYMENTS</b>	<b>(\$9,691.32)</b>
09/19/2025	09/19/2025	70000005241111111111111111111111	AUTOMATIC PAYMENT	(\$9,691.32)

PLEASE NOTE THE FOLLOWING IMPORTANT INFORMATION:

Post Date	Tran Date	Reference Number	Merchant Description	Amount
<p>* TRANSACTION REVIEW - NOTIFY US OF UNAUTHORIZED TRANSACTIONS OR ERRORS WITHIN 14 DAYS FROM THE DATE OF DISCOVERY OR THE DATE THE FIRST STATEMENT OR REPORT REFLECTING THE PROBLEM IS MADE AVAILABLE TO YOU, WHICHEVER OCCURS FIRST.</p> <p>* GUIDE TO BENEFITS - THE GUIDE TO BENEFITS IS AVAILABLE ONLINE AT WWW.COMERICA.COM/COMMERCIALCARDGTB</p> <p>* TRAVEL INSURANCE - IF YOUR CARD HAS BEEN PERMISSIONED FOR TRAVEL PURCHASES, YOU ARE COVERED UNDER MASTERCARD'S WORLDWIDE AUTOMATIC TRAVEL ACCIDENT &amp; BAGGAGE INSURANCE POLICY.</p> <p>IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT YOUR COMPANY'S PROGRAM ADMINISTRATOR.</p>				
			<b>MARK AMUNDSON - *4561</b>	<b>\$1,224.35</b>
			<b>PURCHASES</b>	<b>\$1,399.30</b>
09/04/2025	09/03/2025	55432865246202385124338	AMAZON MKTPL*7N4CV2R23 Amzn.com/bill WA	\$110.94
09/04/2025	09/04/2025	55432865247202654771867	Amazon.com*IC4JF2Zl3 Amzn.com/bill WA	\$174.95
09/05/2025	09/05/2025	12302025248000054560064	AFP*MACEO Warren MI	\$75.00
09/05/2025	09/05/2025	12302025248000054562060	AFP*MACEO Warren MI	\$75.00
09/05/2025	09/04/2025	82711165248500002039634	JX TACTICAL HOLSTERS CADILLAC MI	\$85.75
09/09/2025	09/08/2025	85500395251900014254525	MICHIGAN ASSOC OF CHIE OKEMOS MI	\$280.00
09/17/2025	09/17/2025	12302025260000336161056	AFP*MACEO Warren MI	\$100.00
09/18/2025	09/17/2025	57540245260712323610686	VISTAPRINT 8662074955 MA	\$55.52
09/23/2025	09/22/2025	55310205266293161000124	MACOMB CC WEB WARREN MI	\$400.00
09/30/2025	09/30/2025	55432865273208597285185	AMAZON MKTPL*NJ8S13M81 Amzn.com/bill WA	\$42.14
			<b>MISCELLANEOUS CREDITS</b>	<b>(\$174.95)</b>
09/12/2025	09/11/2025	55432865254202191901530	Amazon.com Amzn.com/bill WA	(\$174.95)
			<b>JANET BLOOM - *6238</b>	<b>\$2,023.25</b>
			<b>PURCHASES</b>	<b>\$2,023.25</b>
09/03/2025	09/02/2025	55432865245202085621014	SQ *WEE BEAN COFFEE CO Orion Twp MI	\$5.57
09/03/2025	09/02/2025	55639955246015325658615	EXXON NY PETRO LAKE ORION MI	\$8.38
09/08/2025	09/08/2025	57540245251744942069987	FACEBK *G5DVFXGK72 6505434800 CA	\$7.63
09/09/2025	09/08/2025	15270215251000201662062	FACEBK *T7L8CZ4AU2 Menlo Park CA	\$11.31
09/09/2025	09/08/2025	55432865251201253556201	SQ *ORION ART CENTER gosq.com MI	\$600.00
09/10/2025	09/09/2025	55131585252473432001154	CDW GOVT #AF81X9I 800-808-4239 IL	\$1,135.89
09/12/2025	09/11/2025	85180895254980174519720	ROCHESTER EVENT & E ROCHESTER HLS MI	\$106.00
09/15/2025	09/12/2025	55432865255202587099740	MEIJER STORE #680 LAKE ORION MI	\$18.00
09/18/2025	09/17/2025	05436845261000395530608	DOLLAR TREE LAKE ORION MI	\$21.47
09/22/2025	09/19/2025	55446415262119105028960	EDS BROADWAY GIFT AND LAKE ORION MI	\$83.00
09/26/2025	09/25/2025	12302025268000813519075	FACEBK *F5QDEZ89U2 Wilmington DE	\$12.00
09/29/2025	09/27/2025	12302025270000605288091	FACEBK *2KZQN3R9U2 Wilmington DE	\$14.00
			<b>MATTHEW GIBB - *8426</b>	<b>\$9,053.04</b>
			<b>PURCHASES</b>	<b>\$9,053.04</b>
09/02/2025	08/30/2025	15270215242001114210041	Dropbox YPYS77J4GGY8 San Francisco CA	\$199.00
09/02/2025	08/30/2025	82711165242500134628490	OPENAI *CHATGPT SUBSCR SAN FRANCISCO CA	\$

Post Date	Tran Date	Reference Number	Merchant Description	Amount
09/02/2025	09/01/2025	82711165245500023584165	MISWITCH COMM LAKE ORION MI	\$90.54
09/03/2025	09/02/2025	52653845245712083706477	ROLL OFF DUMPSTER DIRE 7174318869 PA	\$100.00
09/03/2025	09/02/2025	82117555245500099917366	EQUIPMENTSHARE.COM COLUMBIA MO	\$1,404.91
09/08/2025	09/05/2025	52653845248712518881520	ROLL OFF DUMPSTER DIRE 7174318869 PA	\$574.00
09/08/2025	09/07/2025	87021305250500129108784	FLOWCODE PRO NEW YORK NY	\$9.95
09/10/2025	09/09/2025	52653845252718119880467	ROLL OFF DUMPSTER DIRE 7174318869 PA	\$100.00
09/11/2025	09/11/2025	55432865254202093964693	AMAZON MKTPL*XB5D86YT3 Amzn.com/bill WA	\$129.95
09/11/2025	09/10/2025	82117555253500049340791	EQUIPMENTSHARE.COM COLUMBIA MO	\$1,881.37
09/12/2025	09/12/2025	55432865255202437154166	Amazon.com*L38TP18R3 Amzn.com/bill WA	\$15.99
09/12/2025	09/12/2025	55432865255202456861717	AMAZON MKTPL*RB1A45433 Amzn.com/bill WA	\$214.94
09/12/2025	09/12/2025	55432865255202460961321	AMAZON MKTPL*6I7Z63OH3 Amzn.com/bill WA	\$92.83
09/15/2025	09/12/2025	25247805255002238019079	SnapRetail WARRENDALE PA	\$65.00
09/15/2025	09/13/2025	52653845256744642655123	CLICKUP 8886254258 CA	\$38.00
09/15/2025	09/12/2025	55432865255202569808993	AMAZON MKTPL*DZ4J70313 Amzn.com/bill WA	\$18.49
09/15/2025	09/14/2025	82305095257500160802137	AMAZON MARK* N65745QT3 SEATTLE WA	\$63.54
09/16/2025	09/15/2025	55432865258203667620808	AMAZON MKTPL*PJ15W82I3 Amzn.com/bill WA	\$222.45
09/16/2025	09/16/2025	55432865259203846770671	AMAZON MKTPL*V407Z6Z83 Amzn.com/bill WA	\$64.90
09/16/2025	09/15/2025	55639955259015937282774	EXXON NY PETRO LAKE ORION MI	\$7.74
09/16/2025	09/15/2025	75418235258238667900604	DRI*SIGNS VAN NUYS CA	\$10.00
09/17/2025	09/15/2025	55421355259939187759733	SPAREBOX STORAGE 0068 LAKE ORION MI	\$285.00
09/17/2025	09/16/2025	55432865259203995961758	AMAZON MKTPL*G83L86XE3 Amzn.com/bill WA	\$349.75
09/17/2025	09/17/2025	55432865260204163726970	AMAZON MKTPL*G535F6SD3 Amzn.com/bill WA	\$135.98
09/17/2025	09/16/2025	75369435259435503231764	THE UPS STORE 3585 LAKE ORION MI	\$22.71
09/18/2025	09/17/2025	55432865260204294406401	SQ *MICHIGAN HISTORIC gosq.com MI	\$92.88
09/19/2025	09/18/2025	05436845262000403406485	DOLLARTREE 8638 OXFORD MI	\$54.06
09/19/2025	09/18/2025	55506295261484082926980	HARVEST TIME FARM MARK OXFORD MI	\$300.00
09/19/2025	09/18/2025	75418235261238915171672	IONOS INC. CHESTERBROOK PA	\$28.85
09/22/2025	09/18/2025	52707155262010185436392	THE HOME DEPOT #2743 ORION MI	\$45.95
09/23/2025	09/22/2025	12302025265003003023026	Adobe San Jose CA	\$21.19
09/23/2025	09/22/2025	75418235265239172512463	DRI*SIGNS VAN NUYS CA	\$95.19
09/25/2025	09/24/2025	52653845267718385474576	ROLL OFF DUMPSTER DIRE 7174318869 PA	\$100.00
09/26/2025	09/25/2025	55310205269295137765398	GREAT LAKES ACE HDWE LAKE ORION MI	\$20.32
09/26/2025	09/25/2025	55432865268207112634320	IN *PL CARPET CLEANING 248-5689264 MI	\$1,425.00
09/29/2025	09/26/2025	55639955270016428065822	EXXON NY PETRO LAKE ORION MI	\$8.32
09/29/2025	09/25/2025	85347035269980005831134	YATES CIDER MILL CANTE LAKE ORION MI	\$654.50
09/30/2025	09/30/2025	55432865273208608382815	Amazon.com*NJ1MY95C1 Amzn.com/bill WA	\$19.74
09/30/2025	09/29/2025	55436875273642732007325	MI CORPORATIONS DIV LANSING MI	\$70.00
<b>WESLEY A SANCHEZ - *6802</b>				<b>\$428.95</b>
<b>PURCHASES</b>				<b>\$428.95</b>
09/05/2025	09/04/2025	89101785247500133910124	AI.FYXER.COM LONDON UN	\$50.40
		INTL TXN FEE: 0.40		
09/22/2025	09/21/2025	75454915264900016757852	MR CS CAR WASH 5 LAKE ORION MI	\$59.99
09/22/2025	09/19/2025	82711165263500062694419	SP TEXAS BOOT RANCH SAN ANTONIO TX	\$137.56
09/23/2025	09/22/2025	05227025265300261849001	AMERICAN WATER WORKS A DENVER CO	\$181.00
<b>SONJA J STOUT - *5796</b>				<b>\$46.86</b>
<b>PURCHASES</b>				<b>\$46.86</b>

Post Date	Tran Date	Reference Number	Merchant Description	Amount
09/02/2025	08/29/2025	75418235241237351007379	IONOS INC. CHESTERBROOK PA	\$23.43
09/30/2025	09/29/2025	75418235272239739223571	IONOS INC. CHESTERBROOK PA	\$23.43

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025

% Fiscal Year Completed: 25.21

Section 7, Item F.

\*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
<b>Fund: 101 GENERAL FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
101-000-402-000	Current Real Property Taxes	1,513,672.00	1,385,693.61	1,128,734.79	127,978.39	91.55
101-000-405-000	Property Tax - Personal	0.00	41,849.66	40,945.55	(41,849.66)	100.00
101-000-406-000	In Lieu of Taxes	0.00	42,751.58	0.00	(42,751.58)	100.00
101-000-412-000	Property Tax - DPPT P/Y & C/Y	0.00	0.00	0.00	0.00	0.00
101-000-439-000	State Grant-Adult Use Marijuana	50,000.00	0.00	0.00	50,000.00	0.00
101-000-441-000	Local Community Stabilization Share	1,000.00	0.00	0.00	1,000.00	0.00
101-000-445-000	Penalties & Interest on Taxes	3,000.00	0.00	0.00	3,000.00	0.00
101-000-460-000	Dog License Revenue	0.00	0.00	0.00	0.00	0.00
101-000-476-000	Buisness Licenses and Permits	5,000.00	0.00	0.00	5,000.00	0.00
101-000-528-100	Federal Grants Other - State CRLGG	0.00	0.00	0.00	0.00	0.00
101-000-528-200	Federal Grants Other - County CARES	0.00	0.00	0.00	0.00	0.00
101-000-547-000	State Grant - Other	0.00	0.00	0.00	0.00	0.00
101-000-567-000	STATE GRANTS- MRE REVENUE	0.00	0.00	0.00	0.00	0.00
101-000-574-000	State Grants- State Shared Revenue	330,000.00	56,977.00	0.00	273,023.00	17.27
101-000-574-003	State Shared Relief Assistance	0.00	0.00	0.00	0.00	0.00
101-000-576-000	METRO (Act 48) Revenue	10,000.00	500.00	0.00	9,500.00	5.00
101-000-607-000	Fees	10,000.00	5,775.00	1,825.00	4,225.00	57.75
101-000-634-000	Cemetery Opening/Closing Rev	0.00	0.00	0.00	0.00	0.00
101-000-636-000	Cemetery Foundations	0.00	0.00	0.00	0.00	0.00
101-000-640-000	Garbage Collection Fees	271,719.00	10,627.72	8,284.09	261,091.28	3.91
101-000-643-000	Cemetery Lot Sale	0.00	0.00	0.00	0.00	0.00
101-000-653-000	Park Fees	12,000.00	9,822.49	567.05	2,177.51	81.85
101-000-655-000	Boat Dock Pass Fees	15,000.00	1,500.00	0.00	13,500.00	10.00
101-000-664-000	Interest Earnings	15,000.00	5,055.62	61.39	9,944.38	33.70
101-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
101-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
101-000-675-000	Donations	0.00	0.00	0.00	0.00	0.00
101-000-676-248	Reimbursement - Admin Fee - DDA	62,643.00	62,643.00	62,643.00	0.00	100.00
101-000-676-395	Trnsf from Road Debt Fund	0.00	0.00	0.00	0.00	0.00
101-000-676-592	Reimbursement -Admin Fee - W&S	131,295.00	15,660.75	5,220.25	115,634.25	11.93
101-000-679-000	Reimbursements-Worker's Comp	0.00	0.00	0.00	0.00	0.00
101-000-681-000	Reimb - Insurance Claims	0.00	0.00	0.00	0.00	0.00
101-000-682-000	Reimbursement-CDBG	9,348.00	0.00	0.00	9,348.00	0.00
101-000-682-001	Reimburse - NSP	0.00	0.00	0.00	0.00	0.00
101-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
101-000-683-248	Reimbursement- DDA	0.00	0.00	0.00	0.00	0.00
101-000-689-000	Reimburse Insurance Dividends	0.00	5,676.00	0.00	(5,676.00)	100.00
101-000-694-000	Miscellaneous	2,500.00	39.82	405.49	2,460.18	1.59
101-000-699-202	Interfund Transfer in - Major Street	0.00	0.00	0.00	0.00	0.00
101-000-699-203	Interfund Transfer In - Local Street	0.00	0.00	0.00	0.00	0.00
101-000-699-248	Interfund Transfer In - DDA	0.00	0.00	0.00	0.00	0.00
101-000-699-592	Transfers Water Sewer	0.00	0.00	0.00	0.00	0.00
101-000-699-711	Transfers Cemetary	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		2,442,177.00	1,644,572.25	1,248,686.61	797,604.75	67.34
Revenues		2,442,177.00	1,644,572.25	1,248,686.61	797,604.75	67.34

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025

% Fiscal Year Completed: 25.21

Section 7, Item F.

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
<b>Fund: 101 GENERAL FUND</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 101 VILLAGE COUNCIL</b>						
101-101-701-000	Wages	2,620.00	0.00	0.00	2,620.00	0.00
101-101-715-000	Social Security	201.00	0.00	0.00	201.00	0.00
101-101-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
101-101-957-000	Education & Training	3,500.00	650.00	650.00	2,802.00	19.94
101-101-960-000	Mileage	700.00	0.00	0.00	700.00	0.00
Total Dept 101 - VILLAGE COUNCIL		7,021.00	650.00	650.00	6,323.00	9.26
<b>Department: 171 VILLAGE MANAGER</b>						
101-171-701-000	Wages	101,320.00	23,562.96	8,332.80	77,757.04	23.26
101-171-715-000	Social Security	8,388.00	1,949.33	688.06	6,438.67	23.24
101-171-716-000	Health Insurance- Medical	9,245.00	2,756.52	2,683.61	6,488.48	29.82
101-171-717-000	Life & Disability Insurance	1,131.00	260.43	98.26	870.57	23.03
101-171-718-000	Dental Insurance	0.00	28.84	28.10	(28.84)	100.00
101-171-719-000	Pension	24,830.00	6,111.14	2,075.78	18,718.86	24.61
101-171-721-000	Vision Care	0.00	4.49	4.49	(4.49)	100.00
101-171-956-000	Dues & Miscellaneous	1,700.00	50.00	0.00	1,650.00	2.94
101-171-957-000	Education & Training	4,000.00	0.00	0.00	4,000.00	0.00
101-171-960-000	Mileage	8,335.00	1,918.35	661.50	6,416.65	23.02
101-171-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 171 - VILLAGE MANAGER		158,949.00	36,642.06	14,572.60	122,306.94	23.05
<b>Department: 215 VILLAGE CLERK</b>						
101-215-701-000	Deputy Clerk/Treasurer	67,704.00	15,354.47	5,207.08	52,349.53	22.68
101-215-715-000	Social Security	5,180.00	1,174.63	398.34	4,005.37	22.68
101-215-716-000	Health Insurance- Medical	9,518.00	2,521.85	904.02	6,996.15	26.50
101-215-717-000	Life & Disability Insurance	810.00	195.55	67.43	614.45	24.14
101-215-718-000	Dental Insurance	1,130.00	255.66	89.48	874.34	22.62
101-215-719-000	Pension	6,771.00	1,291.06	0.00	5,189.96	23.35
101-215-721-000	Vision Care	136.24	25.95	8.95	110.29	19.05
101-215-727-000	Supplies	100.00	3.77	0.00	96.23	3.77
101-215-727-001	Election Supplies	0.00	0.00	0.00	0.00	0.00
101-215-801-000	Contractual Services	26,000.00	75.00	0.00	25,925.00	0.29
101-215-900-000	Printing and Publication	4,000.00	100.00	100.00	3,875.00	3.13
101-215-956-000	Dues & Miscellaneous	1,040.00	0.00	0.00	1,040.00	0.00
101-215-957-000	Education & Training	2,600.00	0.00	0.00	2,600.00	0.00
101-215-960-000	Mileage	700.00	0.00	0.00	700.00	0.00
101-215-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 215 - VILLAGE CLERK		125,689.24	20,997.94	6,775.30	104,376.32	16.71
<b>Department: 228 Information Technology</b>						
101-228-801-000	Contractual Services	45,108.00	19,768.97	5,094.64	24,787.97	45.05
101-228-931-000	Repair & Maintenance-Equipment	4,000.00	0.00	0.00	4,000.00	0.00
101-228-957-000	Education & Training	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 228 - Information Technology		54,108.00	19,768.97	5,094.64	33,787.97	36.54
<b>Department: 253 FINANCE TREASURY</b>						
101-253-701-000	Clerk/Treasurer Wages	81,354.00	18,416.32	6,259.20	62,937.68	22.64
101-253-702-000	Wages Part Time	66,358.00	13,460.94	4,481.30	52,897.06	20.20

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025

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Section 7, Item F.

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
<b>Fund: 101 GENERAL FUND</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 253 FINANCE TREASURY</b>						
101-253-702-001	Overtime Wages	0.00	0.00	0.00	0.00	0.00
101-253-715-000	Social Security	10,892.00	2,438.60	821.67	8,453.40	22.39
101-253-716-000	Health Insurance- Medical	8,240.00	2,060.00	2,060.00	6,180.00	25.00
101-253-717-000	Life & Disability Insurance	1,058.00	280.34	96.67	777.66	26.50
101-253-718-000	Dental Insurance	1,125.00	255.66	89.48	869.34	22.73
101-253-719-000	Pension	8,136.00	1,547.74	0.00	6,588.26	19.02
101-253-721-000	Vision Care	118.00	25.96	8.95	92.04	22.00
101-253-801-000	Contractual Services	24,000.00	12,942.28	0.00	11,057.72	53.93
101-253-956-000	Dues & Miscellaneous	200.00	0.00	0.00	200.00	0.00
101-253-957-000	Education & Training	3,744.00	0.00	0.00	3,744.00	0.00
101-253-960-000	Mileage	520.00	0.00	0.00	520.00	0.00
Total Dept 253 - FINANCE TREASURY		205,745.00	51,427.84	13,817.27	154,317.16	25.00
<b>Department: 255 COMMUNITY DEVELOPMENT</b>						
101-255-975-001	Sidewalks	9,348.00	0.00	0.00	9,348.00	0.00
101-255-975-002	Street Trees	0.00	0.00	0.00	0.00	0.00
Total Dept 255 - COMMUNITY DEVELOPMENT		9,348.00	0.00	0.00	9,348.00	0.00
<b>Department: 260 GENERAL ACTIVITIES</b>						
101-260-701-000	Wages	46,120.00	11,824.65	4,012.80	34,295.35	25.64
101-260-702-000	Wages Part Time	0.00	0.00	0.00	0.00	0.00
101-260-702-001	Overtime Wages	0.00	0.00	0.00	0.00	0.00
101-260-702-002	wages Part Time Clerk	0.00	0.00	0.00	0.00	0.00
101-260-702-003	Wages-Parks	0.00	0.00	0.00	0.00	0.00
101-260-702-004	Stipends-Interns	0.00	0.00	0.00	0.00	0.00
101-260-715-000	Social Security	3,530.00	814.31	276.38	2,715.69	23.07
101-260-716-000	Health Insurance- Medical	9,546.00	2,541.62	912.87	7,004.38	26.62
101-260-716-001	Health Insurance-Retirees	14,277.00	3,600.60	900.15	10,676.40	25.22
101-260-716-002	Retiree Health 115 Trust	10,000.00	0.00	0.00	10,000.00	0.00
101-260-717-000	Life & Disability Insurance	732.00	176.72	60.94	555.28	24.14
101-260-718-000	Dental Insurance	643.00	133.68	46.79	509.32	20.79
101-260-719-000	Pension	92,400.00	25,786.03	8,264.00	66,613.97	27.91
101-260-721-000	Vision Care	118.00	25.96	8.95	92.04	22.00
101-260-722-000	Worker's Comp. Insurance	4,500.00	406.10	0.00	4,093.90	9.02
101-260-722-001	Workers Comp-Elected/Lifeguard	100.00	0.00	0.00	100.00	0.00
101-260-727-000	Supplies	9,515.00	509.84	143.21	8,735.20	8.20
101-260-727-001	Election Supplies	0.00	0.00	0.00	0.00	0.00
101-260-728-000	Cleaning Supplies	1,352.00	206.62	0.00	1,133.76	16.14
101-260-729-000	Postage	5,408.00	500.00	0.00	4,908.00	9.25
101-260-730-000	Copier Lease	7,280.00	1,814.30	1,032.74	5,465.70	24.92
101-260-801-000	Contractual Services	312.00	0.00	0.00	312.00	0.00
101-260-823-000	Website/Software	1,040.00	119.43	0.00	920.57	11.48
101-260-830-000	Solid Waste Collection	271,719.00	67,111.86	21,825.46	181,963.94	33.03
101-260-851-000	Telephone	9,360.00	1,778.14	594.62	7,581.86	19.00
101-260-900-000	Printing and Publication	520.00	0.00	0.00	520.00	0.00
101-260-920-000	Utilities	31,200.00	4,107.82	55.94	25,698.06	17.63
101-260-921-000	Municipal Street Lighting	43,680.00	8,457.95	4,229.92	35,206.93	19.40

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% Fiscal Year Completed: 25.21

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
<b>Fund: 101 GENERAL FUND</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 260 GENERAL ACTIVITIES</b>						
101-260-922-000	Repair & Mtn-Lights	0.00	0.00	0.00	0.00	0.00
101-260-930-000	Repair and Maintenance	76,910.00	4,891.43	1,069.66	71,110.86	7.54
101-260-930-001	Building Renovation	0.00	0.00	0.00	0.00	0.00
101-260-931-000	Repair & Maintenance-Equipment	2,704.00	504.40	0.00	2,199.60	18.65
101-260-956-000	Dues & Miscellaneous	14,560.00	261.37	151.35	14,298.63	1.80
101-260-961-000	Tax Tribunal Refunds	0.00	0.00	0.00	0.00	0.00
101-260-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 260 - GENERAL ACTIVITIES		657,526.00	135,572.83	43,585.78	496,711.44	20.62
<b>Department: 721 PLANNING AND ZONING</b>						
101-721-702-000	Wages Part Time	0.00	70.00	0.00	(70.00)	100.00
101-721-715-000	Social Security	0.00	5.36	0.00	(5.36)	100.00
101-721-716-000	Health Insurance- Medical	0.00	0.00	0.00	0.00	0.00
101-721-717-000	Life & Disability Insurance	0.00	0.00	0.00	0.00	0.00
101-721-718-000	Dental Insurance	0.00	0.00	0.00	0.00	0.00
101-721-719-000	Pension	0.00	0.00	0.00	0.00	0.00
101-721-726-000	Supplies	200.00	0.00	0.00	200.00	0.00
101-721-801-000	Contractual Services	1,800.00	150.00	150.00	1,650.00	8.33
101-721-829-000	Planner Services	39,312.00	0.00	0.00	29,592.00	24.73
101-721-832-000	Planner Retainer	0.00	0.00	0.00	0.00	0.00
101-721-832-001	Planner-Other Services	21,320.00	0.00	0.00	17,380.00	18.48
101-721-840-000	Planner - Retainer	16,392.00	0.00	0.00	14,692.00	10.37
101-721-863-000	Travel Expense	0.00	0.00	0.00	0.00	0.00
101-721-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
101-721-957-000	Education & Training	4,000.00	0.00	0.00	4,000.00	0.00
101-721-960-000	Mileage	0.00	0.00	0.00	0.00	0.00
Total Dept 721 - PLANNING AND ZONING		83,024.00	225.36	150.00	67,438.64	0.27
<b>Department: 751 PARKS AND RECREATION</b>						
101-751-702-001	Overtime Wages	300.00	796.07	0.00	(496.07)	265.36
101-751-708-000	Wages - Lifeguards	33,200.00	19,617.95	469.56	13,582.05	59.09
101-751-715-000	Social Security	2,540.00	1,561.66	35.92	978.34	61.48
101-751-726-000	Supplies	2,000.00	0.00	0.00	2,000.00	0.00
101-751-801-000	Contractual Services	1,500.00	0.00	0.00	1,500.00	0.00
101-751-806-000	Engineering	1,500.00	0.00	0.00	1,500.00	0.00
101-751-829-000	Planner Services	0.00	0.00	0.00	0.00	0.00
101-751-850-000	Telephone - Green's Park	0.00	0.00	0.00	0.00	0.00
101-751-920-000	Utilities	1,500.00	140.54	0.00	1,290.22	13.99
101-751-931-000	Repair/Maint - Equipment	1,000.00	10.68	10.68	989.32	1.07
101-751-932-000	Repair/Maint - Grounds	6,000.00	1,089.68	695.70	4,910.32	18.16
101-751-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
101-751-977-000	Capital Outlay	12,757.00	0.00	0.00	12,757.00	0.00
Total Dept 751 - PARKS AND RECREATION		62,297.00	23,216.58	1,211.86	39,011.18	37.27
<b>Department: 851 INSURANCE AND BONDS</b>						
101-851-911-000	Insurance Coverage	73,791.00	74,600.81	0.00	(809.81)	101.10
Total Dept 851 - INSURANCE AND BONDS		73,791.00	74,600.81	0.00	(809.81)	101.10

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
<b>Fund: 101 GENERAL FUND</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 880 CONTRACT SERV - LEAGAL/ACCTING/ENGINEER</b>						
101-880-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
101-880-805-000	Audit Fees	2,000.00	0.00	0.00	2,000.00	0.00
101-880-806-000	Engineering	10,000.00	0.00	0.00	7,506.25	24.94
101-880-810-000	Legal Service Retainer	0.00	0.00	0.00	0.00	0.00
101-880-811-000	Legal Services - Other	40,000.00	4,113.05	1,635.20	35,886.95	10.28
101-880-812-000	Legal Services - Labor	10,000.00	0.00	0.00	10,000.00	0.00
101-880-814-000	OPEB Valuation	4,200.00	1,300.00	1,300.00	2,900.00	30.95
Total Dept 880 - CONTRACT SERV - LEAGAL/ACCTING/ENGINEER		66,200.00	5,413.05	2,935.20	58,293.20	8.18
<b>Department: 964 TRANSFERS OUT</b>						
101-964-965-125	Transfers DPW	430,000.00	107,499.99	35,833.33	322,500.01	25.00
101-964-965-202	Transfers Major Streets	0.00	0.00	0.00	0.00	0.00
101-964-965-203	Transfer Out - Local Streets	0.00	0.00	0.00	0.00	0.00
101-964-965-207	Transfers Police	500,000.00	83,333.32	41,666.66	416,666.68	16.67
101-964-965-231	Transfer to Parking Fund	0.00	0.00	0.00	0.00	0.00
101-964-965-398	Transfer Out - N Shore Bridge Debt S	0.00	0.00	0.00	0.00	0.00
101-964-965-401	Transfer to Capital Imp Fund	140,000.00	0.00	0.00	140,000.00	0.00
101-964-965-410	TRANSFER OUT TO SIDEWALK IMPROVEMENT	0.00	11,666.66	0.00	(11,666.66)	100.00
Total Dept 964 - TRANSFERS OUT		1,070,000.00	202,499.97	77,499.99	867,500.03	18.93
Expenditures		2,573,698.24	571,015.41	166,292.64	1,958,604.07	22.19
<b>Fund 101 - GENERAL FUND:</b>						
TOTAL REVENUES		2,442,177.00	1,644,572.25	1,248,686.61	797,604.75	67.34
TOTAL EXPENDITURES		2,573,698.24	571,015.41	166,292.64	1,958,604.07	22.19
NET OF REVENUES & EXPENDITURES:		(131,521.24)	1,073,556.84	1,082,393.97	(1,160,999.32)	
BEG. FUND BALANCE		1,279,024.84	1,279,024.84			
NET OF REVENUES/EXPENDITURES - 24-25		111,821.95	111,821.95			
END FUND BALANCE		1,259,325.55	2,464,403.63			

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<b>Fund: 151 CEMETERY TRUST FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
151-000-643-000	Lot Sales	16,000.00	11,120.00	2,320.00	4,880.00	69.50
151-000-664-000	Interest Earned	2,500.00	755.59	3.89	1,744.41	30.22
151-000-664-001	Interest - Interfund Advances	0.00	0.00	0.00	0.00	0.00
151-000-694-000	Miscellaneous	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		18,500.00	11,875.59	2,323.89	6,624.41	64.19
Revenues		18,500.00	11,875.59	2,323.89	6,624.41	64.19
<b>Account Category: Expenditures</b>						
<b>Department: 276 CEMETERY</b>						
151-276-965-000	Transfer to DPW Fund	0.00	0.00	0.00	0.00	0.00
151-276-965-125	Transfer to DPW Fund	0.00	833.32	416.66	(833.32)	100.00
151-276-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 276 - CEMETERY		0.00	833.32	416.66	(833.32)	100.00
Expenditures		0.00	833.32	416.66	(833.32)	100.00
<b>Fund 151 - CEMETERY TRUST FUND:</b>						
TOTAL REVENUES		18,500.00	11,875.59	2,323.89	6,624.41	64.19
TOTAL EXPENDITURES		0.00	833.32	416.66	(833.32)	100.00
NET OF REVENUES & EXPENDITURES:		18,500.00	11,042.27	1,907.23	7,457.73	
BEG. FUND BALANCE		321,538.60	321,538.60			
NET OF REVENUES/EXPENDITURES - 24-25		(13,590.77)	(13,590.77)			
END FUND BALANCE		326,447.83	318,990.10			

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
<b>Fund: 202 MAJOR STREET FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
202-000-546-000	State Grant - Highway and Streets	241,830.00	24,678.34	24,678.34	217,151.66	10.20
202-000-547-000	State Grant - Other	0.00	0.00	0.00	0.00	0.00
202-000-664-000	Interest Earnings	7,000.00	2,516.35	5.71	4,483.65	35.95
202-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
202-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
202-000-694-000	Miscellaneous	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 000 - REVENUE		258,830.00	27,194.69	24,684.05	231,635.31	10.51
Revenues		258,830.00	27,194.69	24,684.05	231,635.31	10.51
<b>Account Category: Expenditures</b>						
<b>Department: 260 GENERAL ACTIVITIES</b>						
202-260-722-000	Worker's Comp. Insurance	1,550.00	406.10	0.00	1,143.90	26.20
202-260-801-000	Contractual Services	10,000.00	0.00	0.00	9,772.50	2.28
202-260-805-000	Audit Fees	1,000.00	0.00	0.00	1,000.00	0.00
202-260-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
202-260-965-203	Transfer Out - Local Streets	75,000.00	18,750.00	6,250.00	56,250.00	25.00
Total Dept 260 - GENERAL ACTIVITIES		87,550.00	19,156.10	6,250.00	68,166.40	21.88
<b>Department: 463 ROUTINE MAINTENANCE</b>						
202-463-701-000	Wages	14,171.00	2,471.75	929.84	11,699.25	17.44
202-463-701-013	Overtime	1,201.00	41.43	0.00	1,159.57	3.45
202-463-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
202-463-715-000	Social Security	1,243.00	192.27	71.14	1,050.73	15.47
202-463-716-000	Health Insurance- Medical	3,520.00	740.84	459.98	2,779.16	21.05
202-463-717-000	Life & Disability Insurance	182.00	31.67	19.03	150.33	17.40
202-463-718-000	Dental Insurance	400.00	50.11	32.02	349.89	12.53
202-463-719-000	Pension	2,365.00	586.44	0.00	1,681.50	28.90
202-463-721-000	Vision Care	75.00	8.35	5.33	66.65	11.13
202-463-726-000	Supplies	2,000.00	698.77	675.79	964.03	51.80
202-463-801-000	Contractual Services	28,000.00	1,383.99	770.00	26,616.01	4.94
202-463-940-000	Equipment Rental	15,000.00	1,301.60	565.28	13,698.40	8.68
202-463-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 463 - ROUTINE MAINTENANCE		68,157.00	7,507.22	3,528.41	60,215.52	11.01
<b>Department: 474 TRAFFIC SERVICES</b>						
202-474-701-000	Wages	2,952.00	1,003.93	78.24	1,948.07	34.01
202-474-701-013	OVERTIME	327.00	0.00	0.00	327.00	0.00
202-474-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
202-474-715-000	Social Security	244.00	76.78	5.98	167.22	31.47
202-474-716-000	Health Insurance- Medical	500.00	(6.52)	(161.02)	506.52	(1.30)
202-474-717-000	Life & Disability Insurance	70.00	9.14	0.00	60.86	13.06
202-474-718-000	Dental Insurance	100.00	16.42	0.00	83.58	16.42
202-474-719-000	Pension	844.00	219.92	0.00	587.26	30.42
202-474-721-000	Vision Care	10.00	2.70	0.00	7.30	27.00
202-474-726-000	Supplies	6,000.00	3,443.05	1,186.65	2,556.95	57.38
202-474-801-000	Contractual Services	15,000.00	0.00	0.00	15,000.00	0.00
202-474-940-000	Equipment Rental	2,625.00	509.76	0.00	2,115.24	19.42

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<b>Fund: 202 MAJOR STREET FUND</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 474 TRAFFIC SERVICES</b>						
202-474-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 474 - TRAFFIC SERVICES		28,672.00	5,275.18	1,109.85	23,360.00	18.40
<b>Department: 478 WINTER MAINTENANCE</b>						
202-478-701-000	Wages	7,085.00	828.06	0.00	6,256.94	11.69
202-478-701-013	Overtime	6,879.00	0.00	0.00	6,879.00	0.00
202-478-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
202-478-715-000	Social Security	1,050.00	63.34	0.00	986.66	6.03
202-478-716-000	Health Insurance- Medical	2,100.00	248.69	0.00	1,851.31	11.84
202-478-717-000	Life & Disability Insurance	130.00	22.16	0.00	107.84	17.05
202-478-718-000	Dental Insurance	300.00	50.03	0.00	249.97	16.68
202-478-719-000	Pension	5,000.00	1,172.89	0.00	3,626.32	27.47
202-478-721-000	Vision Care	40.00	8.36	0.00	31.64	20.90
202-478-726-000	Supplies	13,200.00	0.00	0.00	13,200.00	0.00
202-478-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
202-478-940-000	Equipment Rental	6,615.00	0.00	0.00	6,615.00	0.00
202-478-977-000	Capital Outlay	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 478 - WINTER MAINTENANCE		47,399.00	2,393.53	0.00	44,804.68	5.05
<b>Department: 875 CONSTRUCTION</b>						
202-875-806-000	Engineering	4,000.00	0.00	0.00	4,000.00	0.00
202-875-940-000	Equipment Rental	0.00	0.00	0.00	0.00	0.00
Total Dept 875 - CONSTRUCTION		4,000.00	0.00	0.00	4,000.00	0.00
Expenditures		235,778.00	34,332.03	10,888.26	200,546.60	14.56
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		258,830.00	27,194.69	24,684.05	231,635.31	10.51
TOTAL EXPENDITURES		235,778.00	34,332.03	10,888.26	200,546.60	14.56
NET OF REVENUES & EXPENDITURES:		23,052.00	(7,137.34)	13,795.79	31,088.71	
BEG. FUND BALANCE		543,872.80	543,872.80			
NET OF REVENUES/EXPENDITURES - 24-25		56,783.92	56,783.92			
END FUND BALANCE		623,708.72	593,519.38			

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<b>Fund: 203 LOCAL STREET FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
203-000-546-000	State Grant - Highway and Streets	103,642.00	10,751.30	10,751.30	92,890.70	10.37
203-000-547-000	State Grant - Other	0.00	0.00	0.00	0.00	0.00
203-000-664-000	Interest Earnings	1,000.00	336.03	0.13	663.97	33.60
203-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
203-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
203-000-694-000	Miscellaneous	0.00	0.00	0.00	0.00	0.00
203-000-699-202	Interfund Transfer in - Major Street	75,000.00	18,750.00	6,250.00	56,250.00	25.00
Total Dept 000 - REVENUE		179,642.00	29,837.33	17,001.43	149,804.67	16.61
Revenues		179,642.00	29,837.33	17,001.43	149,804.67	16.61
<b>Account Category: Expenditures</b>						
<b>Department: 260 GENERAL ACTIVITIES</b>						
203-260-722-000	Worker's Comp. Insurance	1,345.00	406.10	0.00	938.90	30.19
203-260-801-000	Contractual Services	10,000.00	0.00	0.00	9,886.25	1.14
203-260-805-000	Audit Fees	389.22	0.00	0.00	389.22	0.00
203-260-965-398	Transfer Out - N Shore Bridge Debt S	0.00	0.00	0.00	0.00	0.00
Total Dept 260 - GENERAL ACTIVITIES		11,734.22	406.10	0.00	11,214.37	3.46
<b>Department: 463 ROUTINE MAINTENANCE</b>						
203-463-701-000	Wages	34,320.00	8,381.61	3,355.32	25,938.39	24.42
203-463-701-013	OVERTIME	3,000.00	124.29	0.00	2,875.71	4.14
203-463-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
203-463-715-000	Social Security	2,700.00	650.69	256.69	2,049.31	24.10
203-463-716-000	Health Insurance- Medical	7,000.00	2,393.71	1,357.04	4,606.29	34.20
203-463-717-000	Life & Disability Insurance	581.48	113.47	57.86	468.01	19.51
203-463-718-000	Dental Insurance	600.00	168.64	88.77	431.36	28.11
203-463-719-000	Pension	5,758.26	1,099.58	0.00	4,455.62	22.62
203-463-721-000	Vision Care	89.18	28.55	14.87	60.63	32.01
203-463-726-000	Supplies	1,026.99	698.56	423.56	328.43	68.02
203-463-801-000	Contractual Services	9,000.00	0.00	0.00	9,000.00	0.00
203-463-806-000	Engineering	0.00	0.00	0.00	0.00	0.00
203-463-940-000	Equipment Rental	17,543.24	5,612.60	2,275.97	11,930.64	31.99
203-463-977-000	Capital outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 463 - ROUTINE MAINTENANCE		81,619.15	19,271.70	7,830.08	62,144.39	23.61
<b>Department: 474 TRAFFIC SERVICES</b>						
203-474-701-000	Wages	5,000.00	1,885.16	64.08	3,114.84	37.70
203-474-701-013	Overtime	200.00	124.29	0.00	75.71	62.15
203-474-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
203-474-715-000	Social Security	43.49	153.72	4.90	(110.23)	353.46
203-474-716-000	Health Insurance- Medical	24.90	185.23	0.00	(160.33)	743.90
203-474-717-000	Life & Disability Insurance	40.00	16.15	1.68	23.85	40.38
203-474-718-000	Dental Insurance	25.00	23.03	3.88	1.97	92.12
203-474-719-000	Pension	1,535.51	293.22	0.00	1,192.81	22.32
203-474-721-000	Vision Care	2.05	3.93	0.62	(1.88)	191.71
203-474-726-000	Supplies	4,000.00	1,389.23	206.65	2,610.77	34.73
203-474-940-000	Equipment Rental	2,867.00	1,557.84	28.32	1,309.16	54.24

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
<b>Fund: 203 LOCAL STREET FUND</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 474 TRAFFIC SERVICES</b>						
	Total Dept 474 - TRAFFIC SERVICES	13,737.95	5,631.80	310.13	8,056.67	40.99
<b>Department: 478 WINTER MAINTENANCE</b>						
203-478-701-000	Wages	15,354.00	303.28	0.00	15,050.72	1.98
203-478-701-013	Overtime	9,172.00	0.00	0.00	9,172.00	0.00
203-478-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
203-478-715-000	Social Security	1,600.00	23.20	0.00	1,576.80	1.45
203-478-716-000	Health Insurance- Medical	2,515.20	3.41	0.00	2,511.79	0.14
203-478-717-000	Life & Disability Insurance	190.21	7.21	0.00	183.00	3.79
203-478-718-000	Dental Insurance	292.82	16.01	0.00	276.81	5.47
203-478-719-000	Pension	6,800.00	1,392.81	0.00	5,164.50	24.05
203-478-721-000	Vision Care	51.40	2.66	0.00	48.74	5.18
203-478-726-000	Supplies	5,131.36	0.00	0.00	5,131.36	0.00
203-478-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
203-478-940-000	Equipment Rental	14,181.62	0.00	0.00	14,181.62	0.00
203-478-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
	Total Dept 478 - WINTER MAINTENANCE	55,288.61	1,748.58	0.00	53,297.34	3.16
<b>Department: 875 CONSTRUCTION</b>						
203-875-726-000	Supplies	13.00	0.00	0.00	13.00	0.00
203-875-977-000	Capital Outlay	5,000.00	5,000.00	0.00	0.00	100.00
	Total Dept 875 - CONSTRUCTION	5,013.00	5,000.00	0.00	13.00	99.74
	Expenditures	167,392.93	32,058.18	8,140.21	134,725.77	19.15
<b>Fund 203 - LOCAL STREET FUND:</b>						
	TOTAL REVENUES	179,642.00	29,837.33	17,001.43	149,804.67	16.61
	TOTAL EXPENDITURES	167,392.93	32,058.18	8,140.21	134,725.77	19.15
	NET OF REVENUES & EXPENDITURES:	12,249.07	(2,220.85)	8,861.22	15,078.90	
	BEG. FUND BALANCE	131,952.74	131,952.74			
	NET OF REVENUES/EXPENDITURES - 24-25	(54,805.64)	(54,805.64)			
	END FUND BALANCE	89,396.17	74,926.25			

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
<b>Fund: 207 POLICE FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
207-000-404-001	Property Tax - Police Millage	440,439.00	413,923.87	338,894.09	26,515.13	93.98
207-000-406-000	In Lieu of Taxes	0.00	0.00	0.00	0.00	0.00
207-000-408-000	Property Tax - PA 78 Senior & Disabl	0.00	0.00	0.00	0.00	0.00
207-000-412-000	Property Tax - DPPT P/Y & C/Y	0.00	0.00	0.00	0.00	0.00
207-000-445-000	Penalties & Interest on Taxes	0.00	0.00	0.00	0.00	0.00
207-000-451-000	Liquor License Fees	7,500.00	4,419.80	0.00	3,080.20	58.93
207-000-480-000	Services Provided - DDA	103,000.00	8,583.33	0.00	94,416.67	8.33
207-000-528-001	MCOLES ACADEMY GRANT	0.00	0.00	0.00	0.00	0.00
207-000-528-200	Federal Grants Other - County CARES	0.00	0.00	0.00	0.00	0.00
207-000-541-000	PA 302/32 MJTC Fund	1,500.00	0.00	0.00	1,500.00	0.00
207-000-565-000	CPE LAW ENFORCEMENT	4,500.00	0.00	0.00	4,500.00	0.00
207-000-661-000	Parking Fines	3,000.00	441.05	296.63	2,558.95	14.70
207-000-662-000	Court Penal Fines	50,000.00	8,988.89	2,873.66	41,011.11	17.98
207-000-663-000	Drug Forfeiture	0.00	0.00	0.00	0.00	0.00
207-000-663-001	Forfeitures	0.00	0.00	0.00	0.00	0.00
207-000-664-000	Interest Earnings	7,800.00	2,064.51	9.39	5,735.49	26.47
207-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
207-000-673-000	Gain/Loss on Sale of Assets	50,000.00	2,025.00	2,025.00	47,975.00	4.05
207-000-674-101	Transfer from General Fund	500,000.00	83,333.32	41,666.66	416,666.68	16.67
207-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
207-000-684-000	Reimburse - OUIL	0.00	0.00	0.00	0.00	0.00
207-000-694-000	Miscellaneous Revenue	6,000.00	2,666.83	367.50	3,333.17	44.45
207-000-694-001	DRIVING WHILE LIC SUSPENDED	200.00	175.00	175.00	25.00	87.50
207-000-694-002	POLICE FOIA FEE	1,000.00	363.99	98.34	636.01	36.40
207-000-694-003	CONTRACT OT REIMBURSEMENT	5,000.00	0.00	0.00	5,000.00	0.00
207-000-695-000	Loan Proceeds	0.00	0.00	0.00	0.00	0.00
207-000-697-000	Vehicle Leases	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		1,179,939.00	526,985.59	386,406.27	652,953.41	44.66
Revenues		1,179,939.00	526,985.59	386,406.27	652,953.41	44.66
<b>Account Category: Expenditures</b>						
<b>Department: 301 POLICE/SHERIFF/CONSTABLE</b>						
207-301-701-000	Police Chief Wages	94,000.00	24,187.32	7,000.00	69,812.68	25.73
207-301-701-001	wages Full time	340,000.00	73,119.82	26,843.20	266,880.18	21.51
207-301-701-013	FT Overtime	20,000.00	5,376.44	1,143.59	14,623.56	26.88
207-301-702-000	Wages Part Time	50,000.00	16,672.61	4,845.31	33,327.39	33.35
207-301-702-001	PT Overtime Wages	10,000.00	3,217.32	1,475.32	6,782.68	32.17
207-301-702-002	wages Part Time Clerk	2,500.00	203.20	40.64	2,296.80	8.13
207-301-702-013	WAGES PART-TIME CLERK OVERTIME	200.00	0.00	0.00	200.00	0.00
207-301-703-000	wages - Full-timeClerk	43,000.00	9,991.13	3,388.80	33,008.87	23.24
207-301-703-001	Overtime Clerk FT	1,000.00	0.00	0.00	1,000.00	0.00
207-301-709-000	wages - Marine Unit	4,380.00	2,353.11	545.24	2,026.89	53.72
207-301-709-013	Marine Unit-Overtime	620.00	619.83	0.00	0.17	99.97
207-301-711-000	wages - CMV Enforcement	0.00	0.00	0.00	0.00	0.00
207-301-711-013	CMV-Overtime	0.00	0.00	0.00	0.00	0.00
207-301-712-000	wages - Ordinance Enforcement	69,500.00	8,919.39	5,279.68	60,580.61	12.83

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<b>Fund: 207 POLICE FUND</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 301 POLICE/SHERIFF/CONSTABLE</b>						
207-301-712-001	Overtime Code Enforcement	2,500.00	70.71	70.71	2,429.29	2.83
207-301-713-000	WAGES-ACADEMY	0.00	0.00	0.00	0.00	0.00
207-301-713-001	CONTRACT OVERTIME	5,000.00	3,117.38	0.00	1,882.62	62.35
207-301-715-000	Social Security	44,000.00	11,310.36	3,873.37	32,689.64	25.71
207-301-715-001	SOCIAL SECURITY ACADEMY	0.00	0.00	0.00	0.00	0.00
207-301-716-000	Health Insurance- Medical	76,800.00	16,688.42	12,606.95	60,111.58	21.73
207-301-716-001	Health Insurance - Retired	26,220.00	6,955.90	1,800.55	19,264.10	26.53
207-301-717-000	Life & Disability Insurance	6,000.00	1,402.12	526.52	4,597.88	23.37
207-301-718-000	Dental Insurance	3,900.00	1,399.31	536.35	2,500.69	35.88
207-301-719-000	Pension	85,000.00	29,548.64	7,433.00	54,914.18	35.40
207-301-721-000	Vision Care	600.00	208.43	79.57	391.57	34.74
207-301-722-000	Worker's Comp Insurance	6,400.00	1,705.62	0.00	4,694.38	26.65
207-301-723-000	Unemployment	0.00	0.00	0.00	0.00	0.00
207-301-724-000	City taxes	0.00	0.00	0.00	0.00	0.00
207-301-727-000	Office Supplies	2,000.00	369.01	369.01	1,630.99	18.45
207-301-730-000	Copier Lease	3,000.00	815.48	231.54	2,184.52	27.18
207-301-740-000	Operating Supplies	8,000.00	1,587.69	968.60	6,412.31	19.85
207-301-742-000	Shooting Program	3,350.00	0.00	0.00	3,350.00	0.00
207-301-743-000	Bullet Proof Vests	2,500.00	0.00	0.00	2,500.00	0.00
207-301-801-000	Contractual Services	35,000.00	7,172.96	10.00	27,465.64	21.53
207-301-802-000	Attorney Fees - Prosecutions	50,000.00	8,389.00	4,434.50	41,611.00	16.78
207-301-804-000	County Dispatch Contract	47,500.00	11,896.26	3,965.42	35,603.74	25.04
207-301-805-000	Audit Fees	1,418.00	0.00	0.00	1,418.00	0.00
207-301-807-000	Clemis Service Fees	12,500.00	0.00	0.00	12,500.00	0.00
207-301-820-000	Uniform Purchases	6,000.00	269.93	0.00	5,677.07	5.38
207-301-821-000	Uniform Cleaning	1,250.00	0.00	0.00	1,250.00	0.00
207-301-851-000	Telephone	9,500.00	2,045.76	594.63	7,318.46	22.96
207-301-863-000	Travel Expense	4,000.00	406.96	0.00	3,593.04	10.17
207-301-865-000	Gasoline & Oil	10,500.00	942.71	937.46	8,749.42	16.67
207-301-920-000	Utilities	0.00	0.00	0.00	0.00	0.00
207-301-930-000	Repair and Maintenance	5,000.00	0.00	0.00	5,000.00	0.00
207-301-930-003	Repair and Maintenance/Watercraft	1,500.00	63.30	0.00	1,436.70	4.22
207-301-931-000	Repair & Maint - Equipment	3,000.00	0.00	0.00	3,000.00	0.00
207-301-932-000	Repair & Maint - Vehicles	8,500.00	187.25	40.66	8,312.75	2.20
207-301-932-001	EQUIPMENT ACADEMY	0.00	0.00	0.00	0.00	0.00
207-301-935-000	Vehicle Capital Outlay	35,000.00	0.00	0.00	35,000.00	0.00
207-301-940-000	Equipment Rental	0.00	0.00	0.00	0.00	0.00
207-301-956-000	Dues & Miscellaneous	1,200.00	231.33	116.33	898.67	25.11
207-301-957-000	Education & Training	8,000.00	445.00	0.00	7,435.00	7.06
207-301-957-001	TRAINING ACADEMY	0.00	0.00	0.00	0.00	0.00
207-301-957-002	CPE TRAINING	4,500.00	0.00	0.00	4,500.00	0.00
207-301-965-231	Transfer to Parking Fund	0.00	0.00	0.00	0.00	0.00
207-301-965-401	Transfer to Capital Imp Fund	0.00	0.00	0.00	0.00	0.00
207-301-977-000	Capital Outlay	34,918.00	0.00	0.00	34,918.00	0.00
<b>Total Dept 301 - POLICE/SHERIFF/CONSTABLE</b>		<b>1,189,756.00</b>	<b>251,889.70</b>	<b>89,156.95</b>	<b>935,781.07</b>	<b>21.17</b>
<b>Expenditures</b>		<b>1,189,756.00</b>	<b>251,889.70</b>	<b>89,156.95</b>	<b>935,781.07</b>	

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<b>Fund: 207 POLICE FUND</b>						
Fund 207 - POLICE FUND:						
	TOTAL REVENUES	1,179,939.00	526,985.59	386,406.27	652,953.41	44.66
	TOTAL EXPENDITURES	1,189,756.00	251,889.70	89,156.95	935,781.07	21.17
	NET OF REVENUES & EXPENDITURES:	(9,817.00)	275,095.89	297,249.32	(282,827.66)	
	BEG. FUND BALANCE	231,235.49	231,235.49			
	NET OF REVENUES/EXPENDITURES - 24-25	410.32	410.32			
	END FUND BALANCE	221,828.81	506,741.70			

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<b>Fund: 225 DEPT OF PUBLIC WORKS FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
225-000-528-200	Federal Grants Other - County CARES	0.00	0.00	0.00	0.00	0.00
225-000-580-000	Services Provided-DDA Admin/Snow	27,210.00	6,802.58	(62,643.00)	20,407.42	25.00
225-000-603-000	Equipment Rental	88,000.00	17,326.74	6,884.33	70,673.26	19.69
225-000-634-000	Cemetery Open/Close	22,000.00	4,300.00	1,700.00	17,700.00	19.55
225-000-636-000	Cemetery Foundations	6,000.00	3,870.00	270.00	2,130.00	64.50
225-000-643-000	Cemetery Lot Sales	0.00	0.00	0.00	0.00	0.00
225-000-664-000	Interest Income	700.00	241.20	6.24	458.80	34.46
225-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
225-000-673-000	Gain/Loss on Sale of Assets	8,000.00	0.00	0.00	8,000.00	0.00
225-000-676-101	Transfer In from General Fund	430,000.00	107,499.99	35,833.33	322,500.01	25.00
225-000-681-000	Reimb - Insurance Claims	0.00	8,400.00	7,900.00	(8,400.00)	100.00
225-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
225-000-694-000	Miscellaneous	10,000.00	1,533.52	1,001.30	8,466.48	15.34
225-000-699-711	Transfers In	2,000.00	833.32	416.66	1,166.68	41.67
Total Dept 000 - REVENUE		593,910.00	150,807.35	(8,631.14)	443,102.65	25.39
Revenues		593,910.00	150,807.35	(8,631.14)	443,102.65	25.39
<b>Account Category: Expenditures</b>						
<b>Department: 276 CEMETERY</b>						
225-276-701-001	Wages	47,240.00	13,850.78	5,138.44	33,389.22	29.32
225-276-701-013	Overtime	2,356.00	165.72	0.00	2,190.28	7.03
225-276-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
225-276-715-000	Social Security	5,556.00	1,072.27	393.09	4,483.73	19.30
225-276-716-000	Health Insurance- Medical	13,087.00	3,663.92	1,689.61	9,423.08	28.00
225-276-717-000	Life & Disability Insurance	1,140.00	224.27	88.20	915.73	19.67
225-276-718-000	Dental Insurance	1,082.00	351.68	141.81	730.32	32.50
225-276-719-000	Pension	0.00	0.00	0.00	0.00	0.00
225-276-721-000	Vision Care	199.00	59.71	23.63	139.29	30.01
225-276-740-000	Operating Supplies	2,500.00	1,803.95	1,175.95	696.05	72.16
225-276-748-000	Foundations	600.00	0.00	0.00	600.00	0.00
225-276-801-000	Contractual Services	500.00	0.00	0.00	500.00	0.00
225-276-830-000	Solid waste Collection	0.00	0.00	0.00	0.00	0.00
225-276-920-000	Utilities	1,000.00	0.00	0.00	1,000.00	0.00
225-276-930-000	Repair and Maintenance	5,000.00	778.95	0.00	4,221.05	15.58
225-276-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
225-276-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
225-276-985-000	Land Improvement	3,500.00	175.44	132.66	3,324.56	5.01
Total Dept 276 - CEMETERY		83,760.00	22,146.69	8,783.39	61,613.31	26.44
<b>Department: 441 DEPARTMENT OF PUBLIC WORKS</b>						
225-441-701-000	DPW DIRECTOR WAGES	42,000.00	12,909.59	3,912.00	29,090.41	30.74
225-441-701-001	Wages	109,200.00	16,337.75	5,860.87	92,862.25	14.96
225-441-701-013	Overtime	5,625.00	527.37	0.00	5,097.63	9.38
225-441-702-000	Wages Part Time	0.00	0.00	0.00	0.00	0.00
225-441-702-003	Wages-Parks	35,200.00	10,019.99	3,439.30	25,180.01	28.47
225-441-702-013	Overtime	1,000.00	41.43	41.43	958.57	4.14
225-441-715-000	Social Security	15,211.00	3,047.46	1,013.87	12,163.54	

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<b>Fund: 225 DEPT OF PUBLIC WORKS FUND</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 441 DEPARTMENT OF PUBLIC WORKS</b>						
225-441-716-000	Health Insurance- Medical	44,017.00	9,191.20	1,648.68	34,825.80	20.88
225-441-716-001	Health Insurance-Retirees	40,000.00	16,717.10	3,343.42	23,282.90	41.79
225-441-717-000	Life - Disability Insurance	3,654.05	539.09	177.92	3,114.96	14.75
225-441-718-000	Dental Insurance	4,470.45	963.31	322.75	3,507.14	21.55
225-441-719-000	Pension	55,000.00	33,393.52	11,009.00	21,535.79	60.84
225-441-721-000	Vision Care	650.00	160.58	52.89	489.42	24.70
225-441-722-000	Worker's Comp. Insurance	3,028.00	812.20	0.00	2,215.80	26.82
225-441-740-000	Operating Supplies	8,000.00	895.86	306.92	7,104.14	11.20
225-441-740-001	Operating Supplies-Cemetery	0.00	0.00	0.00	0.00	0.00
225-441-741-000	Small Tools	4,500.00	419.27	227.26	4,080.73	9.32
225-441-801-000	Contractual Services	9,000.00	5,095.10	2,295.10	3,904.90	56.61
225-441-805-000	Audit Fees	900.00	0.00	0.00	900.00	0.00
225-441-820-000	Uniform Purchase	7,000.00	1,042.55	569.62	5,957.45	14.89
225-441-821-000	Uniform Cleaning	4,975.00	1,132.49	491.08	3,842.51	22.76
225-441-851-000	Telephone	6,800.00	1,754.06	166.00	4,426.76	34.90
225-441-863-000	Travel Expense	0.00	0.00	0.00	0.00	0.00
225-441-865-000	Gasoline & Oil	24,452.00	518.59	410.02	23,276.29	4.81
225-441-920-000	Utilities	11,000.00	953.45	50.72	9,736.25	11.49
225-441-930-000	Repair & Maint-Building	10,000.00	46.52	0.00	9,898.50	1.02
225-441-931-000	Repair & Maint-Equip	6,000.00	149.82	149.82	5,850.18	2.50
225-441-932-000	Repair & Maint - Vehicles	20,000.00	5,668.02	2,466.66	13,913.98	30.43
225-441-940-000	Equipment Rental	0.00	0.00	0.00	0.00	0.00
225-441-956-000	Dues & Miscellaneous	1,200.00	116.33	116.33	1,083.67	9.69
225-441-957-000	Education & Training	5,000.00	0.00	0.00	5,000.00	0.00
225-441-965-401	Transfer to Capital Imp Fund	0.00	0.00	0.00	0.00	0.00
225-441-977-000	Capital Outlay	25,000.00	0.00	0.00	25,000.00	0.00
225-441-995-003	Interest Expense - Interfund Advance	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 441 - DEPARTMENT OF PUBLIC WORKS		506,882.50	122,452.65	38,071.66	382,299.58	24.16
<b>Department: 443 PHASE II STORMWATER</b>						
225-443-701-001	Wages	6,022.00	1,248.83	707.88	4,773.17	20.74
225-443-701-013	Overtime	300.00	0.00	0.00	300.00	0.00
225-443-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
225-443-715-000	Social Security	408.41	95.52	54.14	312.89	23.39
225-443-716-000	Health Insurance- Medical	1,800.00	(759.32)	(900.20)	2,559.32	(42.18)
225-443-717-000	Life & Disability Insurance	111.14	8.45	1.46	102.69	7.60
225-443-718-000	Dental Insurance	200.00	18.46	3.18	181.54	9.23
225-443-721-000	Vision Care	100.00	3.01	0.51	96.99	3.01
225-443-740-000	Operating Supplies	500.00	0.00	0.00	500.00	0.00
225-443-801-000	Contractual Services	5,275.00	500.00	500.00	4,661.25	11.64
225-443-900-000	Printing	0.00	0.00	0.00	0.00	0.00
225-443-930-000	Repair and Maintenance	8,000.00	269.76	0.00	7,730.24	3.37
225-443-955-000	DEQ Permit Fees	1,020.00	0.00	0.00	1,020.00	0.00
225-443-956-000	Dues & Misc.	500.00	0.00	0.00	500.00	0.00
225-443-977-000	Capital Outlay	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 443 - PHASE II STORMWATER		29,236.55	1,384.71	366.97	27,738.09	4.74

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
<b>Fund: 225 DEPT OF PUBLIC WORKS FUND</b>						
<b>Account Category: Expenditures</b>						
	Expenditures	619,879.05	145,984.05	47,222.02	471,650.98	23.55
Fund 225 - DEPT OF PUBLIC WORKS FUND:						
	TOTAL REVENUES	593,910.00	150,807.35	(8,631.14)	443,102.65	25.39
	TOTAL EXPENDITURES	619,879.05	145,984.05	47,222.02	471,650.98	23.55
	NET OF REVENUES & EXPENDITURES:	(25,969.05)	4,823.30	(55,853.16)	(28,548.33)	
	BEG. FUND BALANCE	122,437.35	122,437.35			
	NET OF REVENUES/EXPENDITURES - 24-25	62,207.80	62,207.80			
	END FUND BALANCE	158,676.10	189,468.45			

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
<b>Fund: 231 PARKING METER/SYSTEM FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
231-000-607-000	Fees	0.00	0.00	0.00	0.00	0.00
231-000-661-000	Parking Fines Revenue	0.00	0.00	(80.00)	0.00	0.00
231-000-664-000	Interest Earnings	0.00	0.47	(4.15)	(0.47)	100.00
231-000-674-101	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
231-000-674-207	Transfer From Police Fund	0.00	0.00	0.00	0.00	0.00
231-000-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.47	(84.15)	(0.47)	100.00
Revenues		0.00	0.47	(84.15)	(0.47)	100.00
<b>Account Category: Expenditures</b>						
<b>Department: 333 PARKING</b>						
231-333-702-000	Wages Part Time	0.00	0.00	0.00	0.00	0.00
231-333-702-001	Overtime Wages	0.00	0.00	0.00	0.00	0.00
231-333-715-000	Social Security	0.00	0.00	0.00	0.00	0.00
231-333-717-000	Life & Disability Insurance	0.00	0.00	0.00	0.00	0.00
231-333-722-000	Worker's Comp. Insurance	0.00	0.00	0.00	0.00	0.00
231-333-727-000	Supplies	0.00	0.00	0.00	0.00	0.00
231-333-740-000	Operating Supplies	0.00	0.00	0.00	0.00	0.00
231-333-820-000	Uniform Purchase	0.00	0.00	0.00	0.00	0.00
231-333-851-000	Telephone	0.00	0.00	0.00	0.00	0.00
231-333-863-000	Travel Expense	0.00	0.00	0.00	0.00	0.00
Total Dept 333 - PARKING		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
<b>Fund 231 - PARKING METER/SYSTEM FUND:</b>						
TOTAL REVENUES		0.00	0.47	(84.15)	(0.47)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		0.00	0.47	(84.15)	(0.47)	
BEG. FUND BALANCE		3,605.80	3,605.80			
NET OF REVENUES/EXPENDITURES - 24-25		7,376.37	7,376.37			
END FUND BALANCE		10,982.17	10,982.64			

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<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
248-000-402-000	Current Real Property Taxes	1,047,377.00	682,940.52	682,940.52	364,436.48	65.20
248-000-402-100	Property Tax - Twp DDA Capture	0.00	0.00	0.00	0.00	0.00
248-000-405-000	Property Tax - Personal	0.00	0.00	0.00	0.00	0.00
248-000-412-000	Property Tax - DPPT P/Y & C/Y	3,370.00	348.46	73.12	3,021.54	10.34
248-000-441-000	Local Community Stabilization Share	15,000.00	0.00	0.00	15,000.00	0.00
248-000-445-000	Penalties & Interest on Taxes	2,000.00	0.00	0.00	2,000.00	0.00
248-000-539-000	State Grants	43,500.00	10,000.00	10,000.00	33,500.00	22.99
248-000-540-000	COUNTY/FEDERAL PROGRAM GRANTS PUBLIC	595,823.00	0.00	0.00	595,823.00	0.00
248-000-582-000	Intergovernment - Police	0.00	0.00	0.00	0.00	0.00
248-000-664-000	Interest Earned	9,708.00	2,797.83	8.76	6,910.17	28.82
248-000-671-999	Appropriation from Fund Balanc	171,128.00	0.00	0.00	171,128.00	0.00
248-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
248-000-676-404	Transfer From Prop Acq Fund	169,436.00	0.00	0.00	169,436.00	0.00
248-000-676-592	Reimbursement -Admin Fee - w&S	0.00	0.00	0.00	0.00	0.00
248-000-681-000	Reimburse - Insurance Claims	17,000.00	0.00	0.00	17,000.00	0.00
248-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
248-000-685-000	Sponsorships	35,000.00	2,000.00	2,000.00	33,000.00	5.71
248-000-685-100	Transportaion Sponsorship	8,500.00	0.00	0.00	8,500.00	0.00
248-000-686-000	Downtown Events	8,000.00	(108.21)	(108.21)	8,108.21	(1.35)
248-000-686-002	Flower Fair Revenue	2,500.00	0.00	0.00	2,500.00	0.00
248-000-686-003	New Year Resolution Run Revenue	0.00	0.00	0.00	0.00	0.00
248-000-686-004	ST EVENT REVENUE	3,500.00	0.00	0.00	3,500.00	0.00
248-000-686-005	ST SPONSOR REVENUE	5,000.00	0.00	0.00	5,000.00	0.00
248-000-686-006	EV CHARGING	4,200.00	0.00	0.00	4,200.00	0.00
248-000-687-000	Merchandise Sales	3,500.00	0.00	0.00	3,500.00	0.00
248-000-688-000	Gift Certificate Sales	4,000.00	0.00	0.00	4,000.00	0.00
248-000-692-000	Rent	0.00	0.00	0.00	0.00	0.00
248-000-694-000	Miscellaneous	8,000.00	5.00	0.00	7,995.00	0.06
248-000-696-000	PROCEEDS FROM THE SALE OF BONDS/NOTE	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		2,156,542.00	697,983.60	694,914.19	1,458,558.40	32.37
Revenues		2,156,542.00	697,983.60	694,914.19	1,458,558.40	32.37
<b>Account Category: Expenditures</b>						
<b>Department: 260 GENERAL ACTIVITIES</b>						
248-260-701-000	Executive Director Wages	82,400.00	27,515.24	6,153.92	54,884.76	33.39
248-260-704-000	Wages - Administrative Coordinator	32,417.00	4,978.36	1,605.50	27,438.64	15.36
248-260-706-000	Asst. Executive Director wages	73,130.00	16,111.71	5,461.60	57,018.29	22.03
248-260-706-001	Marketing Coordinator	0.00	0.00	0.00	0.00	0.00
248-260-707-000	Wages - Grounds Coordinator	5,400.00	4,469.06	1,335.94	930.94	82.76
248-260-711-013	OVERTIME	0.00	0.00	0.00	0.00	0.00
248-260-715-000	Social Security	15,254.00	3,344.04	1,113.61	11,909.96	21.92
248-260-716-000	Health Insurance- Medical	14,820.00	5,654.78	3,805.58	9,165.22	38.16
248-260-717-000	Life & Disability Insurance	1,562.00	434.71	149.90	1,127.29	27.83
248-260-718-000	Dental Insurance	1,132.00	255.66	89.48	876.34	22.58
248-260-719-000	Pension	6,720.00	5,857.40	13,853.18	586.64	91.27
248-260-720-000	Unemployment	0.00	0.00	0.00	0.00	0.00

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<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 260 GENERAL ACTIVITIES</b>						
248-260-721-000	Vision Care	720.00	44.61	15.38	675.39	6.20
248-260-722-000	Worker's Comp. Insurance	0.00	0.00	0.00	0.00	0.00
248-260-801-000	CONTRACTUAL SERVICES- DOWNTOWN	20,000.00	435.28	0.00	19,564.72	2.18
248-260-801-002	CONTRACTUAL SERVICES - PUBLIC SAFETY	103,000.00	8,583.33	0.00	94,416.67	8.33
248-260-801-003	CONTRACT SERVICES - DPW FEE	27,211.00	6,802.58	0.00	20,408.42	25.00
248-260-801-004	CONTRACTUAL SERVICES - PA57	62,643.00	62,643.00	0.00	0.00	100.00
248-260-801-005	Contractual Services- Township	6,700.00	9,296.57	0.00	(2,596.57)	138.75
248-260-801-012	Contractual Services-Parking Code En	0.00	0.00	0.00	0.00	0.00
248-260-801-022	SPECIAL SERVICES- EVENTS	0.00	0.00	0.00	0.00	0.00
248-260-801-023	Contract Services-DPW event support	0.00	0.00	0.00	0.00	0.00
248-260-801-033	Contract Services-DPW snow removal	0.00	0.00	0.00	0.00	0.00
248-260-805-000	Audit Fees	5,900.00	0.00	0.00	5,900.00	0.00
248-260-810-000	Legal Services	3,500.00	0.00	0.00	3,500.00	0.00
248-260-823-000	Website/Software	4,200.00	453.87	162.99	3,746.13	10.81
248-260-823-001	Municipal Software	5,000.00	0.00	0.00	5,000.00	0.00
248-260-829-000	Planner Services	1,000.00	0.00	0.00	1,000.00	0.00
248-260-851-000	Telephone	3,500.00	959.11	417.60	2,540.89	27.40
248-260-900-000	Printing and Publication	500.00	0.00	0.00	500.00	0.00
248-260-920-000	Utilities	7,800.00	416.98	135.14	7,383.02	5.35
248-260-921-000	Municipal Street Lighting	13,780.00	2,233.11	894.53	11,546.89	16.21
248-260-930-000	Repair and Maintenance	1,870.00	0.00	0.00	1,870.00	0.00
248-260-930-002	Building Maintenance	1,200.00	75.93	0.00	1,124.07	6.33
248-260-940-000	Equipment Rental	1,500.00	429.94	429.94	1,070.06	28.66
248-260-941-000	Office Rent	16,800.00	4,620.00	0.00	12,180.00	27.50
248-260-942-000	Office Expenses	4,000.00	2,378.40	722.72	6.02	99.85
248-260-942-019	Covid Office Expenses	0.00	0.00	0.00	0.00	0.00
248-260-946-000	Credit Card Fees	175.00	0.00	0.00	175.00	0.00
248-260-955-001	Credit Card Fees	0.00	0.00	0.00	0.00	0.00
248-260-956-000	Dues & Miscellaneous	1,900.00	1,125.00	0.00	775.00	59.21
248-260-957-000	Education & Training	8,000.00	20.01	0.00	7,979.99	0.25
248-260-958-000	General Activities Misc	7,500.00	0.00	0.00	7,500.00	0.00
248-260-961-000	Tax Tribunal Refunds	0.00	0.00	0.00	0.00	0.00
248-260-962-000	Mileage	500.00	38.24	0.00	461.76	7.65
248-260-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
248-260-965-401	Transfer to Capital Imp Fund	112,993.00	0.00	0.00	112,993.00	0.00
248-260-965-403	TRANSFER TO-DDA PUBLIC INFRASTRUCTUR	0.00	0.00	0.00	0.00	0.00
248-260-965-404	Transfer Out - DDA Property Acq Fund	0.00	0.00	0.00	0.00	0.00
248-260-974-000	Capital Outlay - Equipment	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 260 - GENERAL ACTIVITIES		656,727.00	169,176.92	36,347.01	485,658.54	25.76
<b>Department: 725 ORGANIZATION</b>						
248-725-822-000	Newsletter	1,000.00	0.00	0.00	941.00	5.90
248-725-824-000	Volunteer Recognition & Dvp.	1,700.00	124.34	124.34	1,515.66	10.84
248-725-825-000	Gift Certificate Redemption	5,000.00	350.00	125.00	4,650.00	7.00
248-725-826-000	Historic Celebration/Education	2,500.00	0.00	0.00	2,500.00	0.00
248-725-827-000	Awareness Program	2,300.00	2,051.00	15.44	(64.22)	102.79
248-725-864-000	Grant & Scholarship Distribution	500.00	0.00	0.00	500.00	0.00

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<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 725 ORGANIZATION</b>						
248-725-881-000	Merchandise to Sell	1,200.00	0.00	0.00	1,200.00	0.00
Total Dept 725 - ORGANIZATION		14,200.00	2,525.34	264.78	11,242.44	17.78
<b>Department: 726 DESIGN</b>						
248-726-745-000	Beautification Supplies	7,620.00	2,919.27	667.10	4,700.73	38.31
248-726-746-000	Hanging Baskets	4,120.00	254.21	0.00	3,865.79	6.17
248-726-801-000	Contractual Services	5,780.00	0.00	0.00	5,780.00	0.00
248-726-843-000	Facade Program	25,480.00	0.00	0.00	25,480.00	0.00
248-726-845-000	Public Art Program	2,100.00	0.00	0.00	2,100.00	0.00
248-726-883-000	Banners and Holiday Lighting	8,100.00	0.00	0.00	8,100.00	0.00
248-726-975-001	Capital Outlay - Beautification	2,300.00	280.00	0.00	2,020.00	12.17
248-726-975-002	Capital Outlay - Streets	2,790.00	0.00	0.00	2,790.00	0.00
248-726-980-001	PUBLIC SPACE GRANT-GENERAL	323,000.00	155,311.21	12,004.83	167,688.79	48.08
248-726-980-002	PUBLIC SPACE GRANT-DEVELOPMENT & PRO	212,000.00	15,084.41	0.00	196,915.59	7.12
Total Dept 726 - DESIGN		593,290.00	173,849.10	12,671.93	419,440.90	29.30
<b>Department: 728 ECONOMIC DEVELOPMENT</b>						
248-728-801-000	Contractual Services	17,800.00	6,239.62	3,558.37	11,560.38	35.05
248-728-860-000	Trolley Expense	18,900.00	1,726.51	560.58	17,173.49	9.13
248-728-861-000	DATA AND METRICS	1,460.00	0.00	0.00	1,460.00	0.00
248-728-862-000	Training Materials	500.00	0.00	0.00	418.32	16.34
248-728-864-000	Grant & Scholarship Distribution	1,000.00	0.00	0.00	1,000.00	0.00
248-728-886-000	Marketing Materials	2,500.00	0.00	0.00	2,500.00	0.00
248-728-886-001	Blight Reduction	0.00	0.00	0.00	0.00	0.00
248-728-886-002	Social District	2,350.00	6.52	0.00	2,343.48	0.28
248-728-888-000	Brand Marketing	23,700.00	12,329.00	1,541.93	8,190.00	65.44
248-728-888-001	Contractual Services Brand Marketing	12,000.00	0.00	0.00	12,000.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		80,210.00	20,301.65	5,660.88	56,645.67	25.31
<b>Department: 729 PROMOTION</b>						
248-729-880-000	Event Promotion	2,500.00	974.54	913.70	1,525.46	38.98
248-729-880-001	Event Promo - Gazebo Series	14,500.00	13,000.00	0.00	1,500.00	89.66
248-729-880-004	Event Promo - Halloween Parade	2,500.00	0.00	0.00	2,500.00	0.00
248-729-880-005	Event Promo - Hmtwn/Holiday Vill	3,000.00	1,030.00	1,030.00	1,648.08	45.06
248-729-880-006	Event Promo - New Years Res. Run	0.00	0.00	0.00	0.00	0.00
248-729-880-007	Event Promo - Flower Fair	1,500.00	109.37	109.37	1,390.63	7.29
248-729-880-008	EVENT PROMO-ICE FEST	3,500.00	0.00	0.00	3,500.00	0.00
248-729-880-009	Event Promo-Lake Orion Love Shop to	0.00	0.00	0.00	0.00	0.00
248-729-880-010	PARTNERED EVENTS	1,500.00	0.00	0.00	1,500.00	0.00
248-729-880-011	Restaurant week	1,000.00	0.00	0.00	1,000.00	0.00
248-729-880-012	Sing & Stroll Tree Lighting	7,000.00	0.00	0.00	7,000.00	0.00
248-729-880-013	STRONGER TOGETHER-WINTER	2,500.00	0.00	0.00	2,500.00	0.00
248-729-880-014	STRONGER TOGETHER- SUMMER/FALL	1,500.00	115.30	115.30	1,384.70	7.69
248-729-880-015	Winter Activities	4,500.00	0.00	0.00	4,500.00	0.00
248-729-880-016	MISC EVENTS-OTHER	2,500.00	0.00	0.00	2,500.00	0.00
248-729-880-017	Movie Night	3,500.00	1,599.23	1,170.85	1,900.77	45.69
248-729-880-100	Stronger Together- smr fall	0.00	0.00	0.00	0.00	0.00
248-729-885-000	Port-A-Johns	1,600.00	465.00	155.00	1,135.00	

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\*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg Used
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 729 PROMOTION</b>						
248-729-895-000	Event Promo-Comm. Sponsorships	0.00	0.00	0.00	0.00	0.00
248-729-975-020	Capital Outlay Parks & rec	0.00	0.00	0.00	0.00	0.00
Total Dept 729 - PROMOTION		53,100.00	17,293.44	3,494.22	35,484.64	32.57
<b>Department: 730</b>						
248-730-253-885	Knox Box Grant Program	0.00	0.00	0.00	0.00	0.00
248-730-885-100	Knox Box Grant Program	2,000.00	0.00	0.00	2,000.00	0.00
248-730-931-000	Repair & Maintenance-Equipment	0.00	0.00	0.00	0.00	0.00
248-730-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
248-730-965-301	Interfund TRF 2023 DDA Bond Project	420,721.00	0.00	0.00	420,721.00	0.00
248-730-965-404	Transfer Out - DDA Property Acq Fund	0.00	0.00	0.00	0.00	0.00
248-730-965-592	Transfers To Water/Sewer Fund	0.00	0.00	0.00	0.00	0.00
248-730-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
248-730-975-003	DDA Capital Outlay	2,500.00	0.00	0.00	2,500.00	0.00
248-730-975-005	DDA Capital Outlay- wayfinding/Light	0.00	0.00	0.00	0.00	0.00
248-730-975-006	DDA Capital Outlay - Parking	10,000.00	942.85	0.00	9,057.15	9.43
248-730-975-009	Capital Outlay - Dumpsters	5,000.00	0.00	0.00	5,000.00	0.00
248-730-975-011	Capital Outlay - Trail Extensi	4,300.00	0.00	0.00	4,300.00	0.00
248-730-975-015	Capitail Outlay- Outdoor Sound	0.00	0.00	0.00	0.00	0.00
248-730-975-020	Capital Outlay Parks & rec	0.00	0.00	0.00	0.00	0.00
248-730-992-000	Bond Principal	0.00	0.00	0.00	0.00	0.00
248-730-995-000	Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 730		444,521.00	942.85	0.00	443,578.15	0.21
Expenditures		1,842,048.00	384,089.30	58,438.82	1,452,050.34	20.85
<b>Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:</b>						
TOTAL REVENUES		2,156,542.00	697,983.60	694,914.19	1,458,558.40	32.37
TOTAL EXPENDITURES		1,842,048.00	384,089.30	58,438.82	1,452,050.34	20.85
NET OF REVENUES & EXPENDITURES:		314,494.00	313,894.30	636,475.37	6,508.06	
BEG. FUND BALANCE		356,811.12	356,811.12			
NET OF REVENUES/EXPENDITURES - 24-25		29,151.34	29,151.34			
END FUND BALANCE		700,456.46	699,856.76			

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg Used
<b>Fund: 301 DOWNTOWN DEV BOND PROJECT 2023</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
301-000-300-001	2023 Downtown Dev Tax Exempt Bond Pr	0.00	0.00	0.00	0.00	0.00
301-000-300-002	2023 Downtown Dev Tax Exempt Bond Pr	0.00	0.00	0.00	0.00	0.00
301-000-664-000	Interest Earnings	900.00	315.52	70.05	584.48	35.06
301-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
301-000-699-301	TRF in from DDA	420,721.00	0.00	0.00	420,721.00	0.00
Total Dept 000 - REVENUE		421,621.00	315.52	70.05	421,305.48	0.07
Revenues		421,621.00	315.52	70.05	421,305.48	0.07
<b>Account Category: Expenditures</b>						
<b>Department: 901 CAPITAL OUTLAY</b>						
301-901-805-000	Audit fees	0.00	0.00	0.00	0.00	0.00
301-901-930-000	Repair and Maintenance	0.00	0.00	0.00	0.00	0.00
301-901-950-000	Demolition & Land Improvement	174,500.00	113,448.90	63,263.27	57,796.10	66.88
301-901-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
301-901-971-000	Capital outlay - Buildings	672,520.00	31,066.43	0.00	641,453.57	4.62
Total Dept 901 - CAPITAL OUTLAY		847,020.00	144,515.33	63,263.27	699,249.67	17.06
<b>Department: 905 Downtown Dev Bond 2023</b>						
301-905-301-000	Bond Issuance Expense	0.00	0.00	0.00	0.00	0.00
301-905-731-000	2023 Bond Taxable Issuance Expenses	0.00	500.00	500.00	(500.00)	100.00
301-905-731-001	2023 Tax exempt Bond Issuance Expens	0.00	500.00	500.00	(500.00)	100.00
301-905-745-001	Property taxes-Orion Twp	0.00	0.00	0.00	0.00	0.00
301-905-920-000	utilities	0.00	0.00	0.00	0.00	0.00
301-905-992-003	2023 DDA BONDS TAXABLE PRINCIPAL SER	60,000.00	0.00	0.00	60,000.00	0.00
301-905-992-004	2023 DDA BONDS TAX EXEMPT PRINCIPAL	160,000.00	0.00	0.00	160,000.00	0.00
301-905-993-001	2023 DDA BOND TAXABLE INTEREST SERIE	73,921.00	36,960.50	36,960.50	36,960.50	50.00
301-905-993-002	2023 DDA TAX EXEMPT BOND INTEREST A	126,800.00	63,400.00	63,400.00	63,400.00	50.00
Total Dept 905 - Downtown Dev Bond 2023		420,721.00	101,360.50	101,360.50	319,360.50	24.09
Expenditures		1,267,741.00	245,875.83	164,623.77	1,018,610.17	19.39
<b>Fund 301 - DOWNTOWN DEV BOND PROJECT 2023:</b>						
TOTAL REVENUES		421,621.00	315.52	70.05	421,305.48	0.07
TOTAL EXPENDITURES		1,267,741.00	245,875.83	164,623.77	1,018,610.17	19.39
NET OF REVENUES & EXPENDITURES:		(846,120.00)	(245,560.31)	(164,553.72)	(597,304.69)	
BEG. FUND BALANCE		2,794,812.47	2,794,812.47			
NET OF REVENUES/EXPENDITURES - 24-25		(213,923.66)	(213,923.66)			
END FUND BALANCE		1,734,768.81	2,335,328.50			

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
<b>Fund: 390 SEWER DEBT SERVICE FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
390-000-664-000	Interest Earnings	0.00	3.40	0.77	(3.40)	100.00
390-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
390-000-699-592	Transfers In	304,667.00	25,388.92	0.00	279,278.08	8.33
Total Dept 000 - REVENUE		304,667.00	25,392.32	0.77	279,274.68	8.33
Revenues		304,667.00	25,392.32	0.77	279,274.68	8.33
<b>Account Category: Expenditures</b>						
<b>Department: 548 SEWER ACTIVITIES</b>						
390-548-801-000	Contractual Services	1,000.00	0.00	0.00	1,000.00	0.00
390-548-992-000	2025 BOND PRINCIPAL	105,000.00	0.00	0.00	105,000.00	0.00
390-548-995-000	2025 BOND INTEREST	198,667.00	0.00	0.00	198,667.00	0.00
Total Dept 548 - SEWER ACTIVITIES		304,667.00	0.00	0.00	304,667.00	0.00
Expenditures		304,667.00	0.00	0.00	304,667.00	0.00
Fund 390 - SEWER DEBT SERVICE FUND:						
TOTAL REVENUES		304,667.00	25,392.32	0.77	279,274.68	8.33
TOTAL EXPENDITURES		304,667.00	0.00	0.00	304,667.00	0.00
NET OF REVENUES & EXPENDITURES:		0.00	25,392.32	0.77	(25,392.32)	
BEG. FUND BALANCE		0.00	0.00			
NET OF REVENUES/EXPENDITURES - 24-25		0.00	0.00			
END FUND BALANCE		0.00	25,392.32			

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg Used
<b>Fund: 401 CAPITAL PROJECTS FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
401-000-664-000	Interest Earnings	0.00	(7.28)	(1.88)	7.28	100.00
401-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
401-000-676-101	Transfer In from General Fund	140,000.00	0.00	0.00	140,000.00	0.00
401-000-676-125	Transfer In from DPW Fund	25,000.00	0.00	0.00	25,000.00	0.00
401-000-676-207	Transfer from Police Fund	0.00	0.00	0.00	0.00	0.00
401-000-682-000	Reimbursement-CDBG	0.00	0.00	0.00	0.00	0.00
401-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
401-000-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
401-000-699-202	Interfund Transfer in - Major Street	5,000.00	0.00	0.00	5,000.00	0.00
401-000-699-203	Interfund Transfer In - Local Street	5,000.00	0.00	0.00	5,000.00	0.00
401-000-699-248	Interfund Transfer In - DDA	0.00	0.00	0.00	0.00	0.00
401-000-699-592	Transfers Water/Sewer	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 000 - REVENUE		185,000.00	(7.28)	(1.88)	185,007.28	0.00
Revenues		185,000.00	(7.28)	(1.88)	185,007.28	0.00
<b>Account Category: Expenditures</b>						
<b>Department: 751 PARKS AND RECREATION</b>						
401-751-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
401-751-806-000	Engineering	25,000.00	0.00	0.00	25,000.00	0.00
Total Dept 751 - PARKS AND RECREATION		25,000.00	0.00	0.00	25,000.00	0.00
<b>Department: 901 CAPITAL OUTLAY</b>						
401-901-971-000	Capital Outlay - Buildings	0.00	0.00	0.00	0.00	0.00
401-901-972-751	Capital Outlay Parks	115,000.00	0.00	0.00	115,000.00	0.00
401-901-973-000	Capital Outlay - Vehicles	45,000.00	44,984.00	0.00	16.00	99.96
401-901-974-000	Capital Outlay - Equipment	0.00	0.00	0.00	0.00	0.00
401-901-975-000	Capital Outlay-Construction	0.00	0.00	0.00	0.00	0.00
Total Dept 901 - CAPITAL OUTLAY		160,000.00	44,984.00	0.00	115,016.00	28.12
Expenditures		185,000.00	44,984.00	0.00	140,016.00	24.32
<b>Fund 401 - CAPITAL PROJECTS FUND:</b>						
TOTAL REVENUES		185,000.00	(7.28)	(1.88)	185,007.28	0.00
TOTAL EXPENDITURES		185,000.00	44,984.00	0.00	140,016.00	24.32
NET OF REVENUES & EXPENDITURES:		0.00	(44,991.28)	(1.88)	44,991.28	
BEG. FUND BALANCE		2,482.07	2,482.07			
NET OF REVENUES/EXPENDITURES - 24-25		268.75	268.75			
END FUND BALANCE		2,750.82	(42,240.46)			

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg Used
<b>Fund: 403 DDA PUBLIC INFRASTRUCTURE FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
403-000-664-000	Interest Earnings	0.00	19.14	4.33	(19.14)	100.00
403-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
403-000-699-248	Interfund Transfer In - DDA	112,993.00	0.00	0.00	112,993.00	0.00
Total Dept 000 - REVENUE		112,993.00	19.14	4.33	112,973.86	0.02
Revenues		112,993.00	19.14	4.33	112,973.86	0.02
<b>Account Category: Expenditures</b>						
<b>Department: 901 CAPITAL OUTLAY</b>						
403-901-971-001	SIDEWALK IMPROVEMENT PROGRAM	0.00	0.00	0.00	0.00	0.00
403-901-971-002	PAINT CREEK BANK STABILIZATION PROJE	0.00	0.00	0.00	0.00	0.00
Total Dept 901 - CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 403 - DDA PUBLIC INFRASTRUCTURE FUND:						
TOTAL REVENUES		112,993.00	19.14	4.33	112,973.86	0.02
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		112,993.00	19.14	4.33	112,973.86	
BEG. FUND BALANCE		0.00	0.00			
NET OF REVENUES/EXPENDITURES - 24-25		142,459.99	142,459.99			
END FUND BALANCE		255,452.99	142,479.13			

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
<b>Fund: 404 DDA PROPERTY ACQUISITION</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
404-000-664-000	Interest Earnings	0.00	22.79	5.16	(22.79)	100.00
404-000-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
404-000-699-248	Interfund Transfer In - DDA	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	22.79	5.16	(22.79)	100.00
Revenues		0.00	22.79	5.16	(22.79)	100.00
<b>Account Category: Expenditures</b>						
<b>Department: 901 CAPITAL OUTLAY</b>						
404-901-805-000	Audit Fees	0.00	0.00	0.00	0.00	0.00
404-901-901-000	Debt Service- Parking Deck	0.00	0.00	0.00	0.00	0.00
404-901-930-000	Repair & Maintenance - Bldg	0.00	0.00	0.00	0.00	0.00
404-901-950-000	Demolition & Land Improvement	0.00	0.00	0.00	0.00	0.00
404-901-956-000	Miscellaneous	0.00	0.00	0.00	0.00	0.00
404-901-971-000	Capital Outlay - Building	169,436.00	0.00	0.00	169,436.00	0.00
404-901-980-248	Prop Acq Transfer to DDA	0.00	0.00	0.00	0.00	0.00
404-901-992-000	Bond Principal	0.00	0.00	0.00	0.00	0.00
404-901-995-000	Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 901 - CAPITAL OUTLAY		169,436.00	0.00	0.00	169,436.00	0.00
Expenditures		169,436.00	0.00	0.00	169,436.00	0.00
<b>Fund 404 - DDA PROPERTY ACQUISITION:</b>						
TOTAL REVENUES		0.00	22.79	5.16	(22.79)	100.00
TOTAL EXPENDITURES		169,436.00	0.00	0.00	169,436.00	0.00
NET OF REVENUES & EXPENDITURES:		(169,436.00)	22.79	5.16	(169,458.79)	
BEG. FUND BALANCE		169,464.87	169,464.87			
NET OF REVENUES/EXPENDITURES - 24-25		113.28	113.28			
END FUND BALANCE		142.15	169,600.94			

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
<b>Fund: 410 SIDEWALK IMPROVEMENT FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
410-000-404-101	DISTRICT 1 SPEC ASSESSMENT	0.00	11,489.00	7,829.00	(11,489.00)	100.00
410-000-404-102	DISTRICT 2 SPEC ASSESSMENT	0.00	0.00	0.00	0.00	0.00
410-000-404-103	DISTRICT 3 SPEC ASSESSMENT	0.00	0.00	0.00	0.00	0.00
410-000-664-000	Interest Earnings	0.00	4.88	1.46	(4.88)	100.00
410-000-699-410	TRANSFER IN-GENERAL FUND	0.00	11,666.66	0.00	(11,666.66)	100.00
Total Dept 000 - REVENUE		0.00	23,160.54	7,830.46	(23,160.54)	100.00
Revenues		0.00	23,160.54	7,830.46	(23,160.54)	100.00
<b>Account Category: Expenditures</b>						
<b>Department: 260 GENERAL ACTIVITIES</b>						
410-260-801-000	Contractual Services	0.00	19,656.90	0.00	(19,656.90)	100.00
410-260-940-001	DISTRICT 1 SIDEWALK REPAIR	0.00	0.00	0.00	0.00	0.00
410-260-940-002	DISTRICT 2 SIDEWALK REPAIR	0.00	0.00	0.00	0.00	0.00
410-260-940-003	DISTRICT 3 SIDEWALK REPAIR	0.00	0.00	0.00	0.00	0.00
Total Dept 260 - GENERAL ACTIVITIES		0.00	19,656.90	0.00	(19,656.90)	100.00
Expenditures		0.00	19,656.90	0.00	(19,656.90)	100.00
<b>Fund 410 - SIDEWALK IMPROVEMENT FUND:</b>						
TOTAL REVENUES		0.00	23,160.54	7,830.46	(23,160.54)	100.00
TOTAL EXPENDITURES		0.00	19,656.90	0.00	(19,656.90)	100.00
NET OF REVENUES & EXPENDITURES:		0.00	3,503.64	7,830.46	(3,503.64)	
BEG. FUND BALANCE		0.00	0.00			
NET OF REVENUES/EXPENDITURES - 24-25		24,759.29	24,759.29			
END FUND BALANCE		24,759.29	28,262.93			

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Balance As of 09/30/2025

% Fiscal Year Completed: 25.21

Section 7, Item F.

\*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
<b>Fund: 445 Public Infrastructure</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
445-000-664-000	Interest Earnings	0.00	0.00	0.00	0.00	0.00
445-000-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
445-000-699-248	Interfund Transfer In - DDA	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Revenues		0.00	0.00	0.00	0.00	0.00
Fund 445 - Public Infrastructure:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		0.00	0.00	0.00	0.00	
BEG. FUND BALANCE		0.00	0.00			
NET OF REVENUES/EXPENDITURES - 24-25		0.00	0.00			
END FUND BALANCE		0.00	0.00			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025

% Fiscal Year Completed: 25.21

Section 7, Item F.

\*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
<b>Fund: 490 SEWER CAPITAL IMPROVEMENT FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
490-000-528-000	GRANTS-OTHER	0.00	0.00	0.00	0.00	0.00
490-000-528-300	GRANTS-FEDERAL	0.00	0.00	0.00	0.00	0.00
490-000-664-000	Interest Earnings	0.00	73.08	16.55	(73.08)	100.00
490-000-696-000	PROCEEDS FROM THE SALE OF BONDS/NOTE	3,122,288.00	0.00	0.00	3,122,288.00	0.00
490-000-699-592	Transfers In	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		3,122,288.00	73.08	16.55	3,122,214.92	0.00
Revenues		3,122,288.00	73.08	16.55	3,122,214.92	0.00
<b>Account Category: Expenditures</b>						
<b>Department: 548 SEWER ACTIVITIES</b>						
490-548-801-000	Contractual Services	85,000.00	0.00	0.00	85,000.00	0.00
490-548-975-000	CAPITAL OUTLAY- PHASE 1	5,428,619.00	0.00	0.00	5,428,619.00	0.00
Total Dept 548 - SEWER ACTIVITIES		5,513,619.00	0.00	0.00	5,513,619.00	0.00
Expenditures		5,513,619.00	0.00	0.00	5,513,619.00	0.00
<b>Fund 490 - SEWER CAPITAL IMPROVEMENT FUND:</b>						
TOTAL REVENUES		3,122,288.00	73.08	16.55	3,122,214.92	0.00
TOTAL EXPENDITURES		5,513,619.00	0.00	0.00	5,513,619.00	0.00
NET OF REVENUES & EXPENDITURES:		(2,391,331.00)	73.08	16.55	(2,391,404.08)	
BEG. FUND BALANCE		0.00	0.00			
NET OF REVENUES/EXPENDITURES - 24-25		543,100.47	543,100.47			
END FUND BALANCE		(1,848,230.53)	543,173.55			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025  
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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
<b>Fund: 592 WATER AND SEWER FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
592-000-404-002	2024 Sewer Revenue Bonds	0.00	0.00	0.00	0.00	0.00
592-000-445-000	Penalties & Interest on Taxes	0.00	0.00	0.00	0.00	0.00
592-000-540-001	State Grants -SAW	0.00	0.00	0.00	0.00	0.00
592-000-547-000	State Grant - Other	0.00	0.00	0.00	0.00	0.00
592-000-620-000	Sewer Penalty Fees	15,000.00	6,501.56	0.00	8,498.44	43.34
592-000-640-000	Capital/Lateral Charges Sewer	9,000.00	0.00	0.00	9,000.00	0.00
592-000-640-002	Capital/Lateral Charges-water	6,000.00	0.00	0.00	6,000.00	0.00
592-000-645-000	Sewer Usage Charges	1,652,458.00	32,350.37	27,188.43	1,620,107.63	1.96
592-000-645-002	Water Usage Charges	1,498,945.00	27,153.11	21,765.42	1,471,791.89	1.81
592-000-648-000	Federal Grant Revenue	0.00	0.00	0.00	0.00	0.00
592-000-662-002	Water Penalty Fees	21,477.71	7,870.47	0.00	13,607.24	36.64
592-000-664-000	Sewer Interest Earned	30,000.00	11,021.72	21.29	18,978.28	36.74
592-000-664-002	Water Interest Earned	0.00	0.00	0.00	0.00	0.00
592-000-664-003	Promissory Note Interest	0.00	0.00	0.00	0.00	0.00
592-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
592-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
592-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
592-000-694-000	Miscellaneous Revenue	1,000.00	0.00	0.00	1,000.00	0.00
592-000-695-002	Non-Village Water Debt	0.00	0.00	0.00	0.00	0.00
592-000-699-101	Interfund Transfer In - General Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		3,233,880.71	84,897.23	48,975.14	3,148,983.48	2.63
Revenues		3,233,880.71	84,897.23	48,975.14	3,148,983.48	2.63
<b>Account Category: Expenditures</b>						
<b>Department: 260 GENERAL ACTIVITIES</b>						
592-260-805-000	Audit Fees	7,000.00	0.00	0.00	7,000.00	0.00
592-260-823-001	Municipal Software	0.00	0.00	0.00	0.00	0.00
592-260-852-000	Miss Dig	2,000.00	0.00	0.00	2,000.00	0.00
592-260-959-000	Financial Administration	133,808.00	15,660.75	5,220.25	118,147.25	11.70
Total Dept 260 - GENERAL ACTIVITIES		142,808.00	15,660.75	5,220.25	127,147.25	10.97
<b>Department: 548 SEWER ACTIVITIES</b>						
592-548-701-000	wages	0.00	0.00	0.00	0.00	0.00
592-548-715-000	Social Security	0.00	0.00	0.00	0.00	0.00
592-548-716-000	Health Insurance- Medical	0.00	0.00	0.00	0.00	0.00
592-548-717-000	Life & Disability Insurance	0.00	0.00	0.00	0.00	0.00
592-548-718-000	Dental Insurance	0.00	0.00	0.00	0.00	0.00
592-548-719-000	Pension	0.00	0.00	0.00	0.00	0.00
592-548-721-000	Vision Care	0.00	0.00	0.00	0.00	0.00
592-548-722-000	worker's Comp. Insurance	33.78	0.00	0.00	33.78	0.00
592-548-726-000	Supplies	840.00	0.00	0.00	840.00	0.00
592-548-801-000	Contract Services	504,872.00	1,720.04	840.72	501,800.77	0.61
592-548-813-000	Legal Service	0.00	0.00	0.00	0.00	0.00
592-548-831-000	Sewage Disposal Costs	577,778.00	99,293.40	49,646.70	478,484.60	17.19
592-548-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
592-548-965-390	TRF OUT-SEWER DEBT FUND	304,667.00	25,388.92	0.00	279,278.08	8.33
592-548-965-490	TRF OUT SEWER CONTRUCTION FUND	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
<b>Fund: 592 WATER AND SEWER FUND</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 548 SEWER ACTIVITIES</b>						
592-548-975-001	Capital Improvements - SAW	5,803.00	0.00	0.00	5,615.50	3.23
592-548-992-000	DRAIN BOND PRINCIPAL	68,129.00	50,845.90	0.00	17,283.10	74.63
592-548-995-000	Bond Interest	20,527.00	8,765.86	465.35	11,761.14	42.70
Total Dept 548 - SEWER ACTIVITIES		1,482,649.78	186,014.12	50,952.77	1,295,096.97	12.55
<b>Department: 556 WATER ACTIVITIES</b>						
592-556-701-000	Wages	66,266.00	1,567.12	0.00	64,698.88	2.36
592-556-701-013	Overtime	4,000.00	0.00	0.00	4,000.00	0.00
592-556-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
592-556-715-000	Social Security	5,289.00	1,183.70	403.74	4,105.30	22.38
592-556-716-000	Health Insurance- Medical	13,860.00	1,711.75	132.41	12,148.25	12.35
592-556-717-000	Life - Disability Insurance	1,111.45	152.49	33.01	958.96	13.72
592-556-718-000	Dental Insurance	1,595.90	289.56	71.14	1,306.34	18.14
592-556-719-000	Pension	92,281.00	2,199.16	0.00	89,699.66	2.80
592-556-721-000	Vision Care	273.79	47.60	11.43	226.19	17.39
592-556-722-000	Worker's Comp. Insurance	2,600.00	649.76	0.00	1,950.24	24.99
592-556-726-000	Supplies	4,180.88	1,630.08	(120.00)	2,550.80	38.99
592-556-741-000	Small Tools	1,500.00	0.00	0.00	1,500.00	0.00
592-556-745-000	Water Purchase -Orion Township	534,618.00	132,013.59	65,373.85	402,604.41	24.69
592-556-801-000	Contract Services	16,000.00	669.00	254.00	15,046.62	5.96
592-556-806-000	Engineering	30,000.00	0.00	0.00	30,000.00	0.00
592-556-813-000	Legal Service	159.88	123.75	123.75	36.13	77.40
592-556-931-000	Equip Repair & Maint - Misc.	3,000.00	116.00	0.00	2,884.00	3.87
592-556-931-001	Equip Repair & Maint - Hydrant	7,500.00	633.78	395.00	6,866.22	8.45
592-556-931-002	Equip Repair & Maint - Mains	5,000.00	0.00	0.00	5,000.00	0.00
592-556-931-003	Equip Repair & Maint - Meters	5,000.00	17,261.38	(169.14)	(12,261.38)	345.23
592-556-940-000	Equipment Rental	28,000.00	8,344.94	4,014.76	19,655.06	29.80
592-556-956-000	Dues & Miscellaneous	2,800.00	0.00	0.00	2,800.00	0.00
592-556-957-000	Education and Training	3,000.00	495.00	0.00	2,505.00	16.50
592-556-975-000	Capital Improvement	40,000.00	13,905.42	5,277.23	26,094.58	34.76
592-556-991-000	Principal Payments - Debt	0.00	0.00	0.00	0.00	0.00
592-556-992-001	2003 GO Bond Principal	0.00	0.00	0.00	0.00	0.00
592-556-992-002	DRINKING WATER SRF BOND PRINCIPAL	280,000.00	0.00	0.00	280,000.00	0.00
592-556-995-000	DRINKING WATER SRF BOND INTEREST	88,496.00	44,247.73	44,247.73	44,248.27	50.00
592-556-995-001	2003 GO Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 556 - WATER ACTIVITIES		1,236,531.90	227,241.81	120,048.91	1,008,623.53	18.38
<b>Department: 560 DEPRECIATION</b>						
592-560-958-002	Water Depreciation	152,250.00	0.00	0.00	152,250.00	0.00
592-560-968-000	Sewer Depreciation	136,500.00	0.00	0.00	136,500.00	0.00
Total Dept 560 - DEPRECIATION		288,750.00	0.00	0.00	288,750.00	0.00
Expenditures		3,150,739.68	428,916.68	176,221.93	2,719,617.75	13.61
<b>Fund 592 - WATER AND SEWER FUND:</b>						
TOTAL REVENUES		3,233,880.71	84,897.23	48,975.14	3,148,983.48	2.63
TOTAL EXPENDITURES		3,150,739.68	428,916.68	176,221.93	2,719,617.75	13.61

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% Fiscal Year Completed: 25.21

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
<b>Fund: 592 WATER AND SEWER FUND</b>						
	NET OF REVENUES & EXPENDITURES:	83,141.03	(344,019.45)	(127,246.79)	429,365.73	
	BEG. FUND BALANCE	6,573,866.02	6,573,866.02			
	NET OF REVENUES/EXPENDITURES - 24-25	(279,375.41)	(279,375.41)			
	END FUND BALANCE	6,377,631.64	5,950,471.16			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
<b>Fund: 701 ESCROW</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
701-000-406-000	In Lieu of Taxes	0.00	0.00	0.00	0.00	0.00
701-000-664-000	Interest Earnings	0.00	0.00	0.00	0.00	0.00
701-000-675-000	Review/Escrow Deposits	0.00	(1,489.62)	10.38	1,489.62	100.00
Total Dept 000 - REVENUE		0.00	(1,489.62)	10.38	1,489.62	100.00
Revenues		0.00	(1,489.62)	10.38	1,489.62	100.00
<b>Account Category: Expenditures</b>						
<b>Department: 000 REVENUE</b>						
701-000-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 701 - ESCROW:						
TOTAL REVENUES		0.00	(1,489.62)	10.38	1,489.62	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		0.00	(1,489.62)	10.38	1,489.62	
BEG. FUND BALANCE		15,683.38	15,683.38			
NET OF REVENUES/EXPENDITURES - 24-25		(10,208.00)	(10,208.00)			
END FUND BALANCE		5,475.38	3,985.76			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
<b>Fund: 737 OPEB TRUST FUND</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
737-000-581-000	Contribution - General Fund (OPEB)	0.00	0.00	0.00	0.00	0.00
737-000-669-000	Investment Gains and Losses	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Revenues		0.00	0.00	0.00	0.00	0.00
<b>Account Category: Expenditures</b>						
<b>Department: 000 REVENUE</b>						
737-000-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
<b>Fund 737 - OPEB TRUST FUND:</b>						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		0.00	0.00	0.00	0.00	
BEG. FUND BALANCE		255,063.24	255,063.24			
NET OF REVENUES/EXPENDITURES - 24-25		27,288.67	27,288.67			
END FUND BALANCE		282,351.91	282,351.91			

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
<b>Fund: 752 PAYROLL CLEARING</b>						
<b>Account Category: Revenues</b>						
<b>Department: 000 REVENUE</b>						
752-000-528-200	Federal Grants Other - County CARES	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Revenues		0.00	0.00	0.00	0.00	0.00
Fund 752 - PAYROLL CLEARING:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		0.00	0.00	0.00	0.00	
BEG. FUND BALANCE		0.00	0.00			
NET OF REVENUES/EXPENDITURES - 24-25		0.00	0.00			
END FUND BALANCE		0.00	0.00			

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
<b>Fund: 901 FIXED ASSETS</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 101 VILLAGE COUNCIL</b>						
901-101-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 101 - VILLAGE COUNCIL		0.00	0.00	0.00	0.00	0.00
<b>Department: 301 POLICE/SHERIFF/CONSTABLE</b>						
901-301-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 301 - POLICE/SHERIFF/CONSTABLE		0.00	0.00	0.00	0.00	0.00
<b>Department: 441 DEPARTMENT OF PUBLIC WORKS</b>						
901-441-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 441 - DEPARTMENT OF PUBLIC WORKS		0.00	0.00	0.00	0.00	0.00
<b>Department: 560 DEPRECIATION</b>						
901-560-968-001	Depr General Government	0.00	0.00	0.00	0.00	0.00
901-560-968-002	Depr Public Safety	0.00	0.00	0.00	0.00	0.00
901-560-968-003	Depr Public Works	0.00	0.00	0.00	0.00	0.00
901-560-968-004	Depr Recreation and Culture	0.00	0.00	0.00	0.00	0.00
901-560-968-005	Depreciation Equipment	0.00	0.00	0.00	0.00	0.00
Total Dept 560 - DEPRECIATION		0.00	0.00	0.00	0.00	0.00
<b>Department: 751 PARKS AND RECREATION</b>						
901-751-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - PARKS AND RECREATION		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
<b>Fund 901 - FIXED ASSETS:</b>						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		0.00	0.00	0.00	0.00	
BEG. FUND BALANCE		(3,175,949.33)	(3,175,949.33)			
NET OF REVENUES/EXPENDITURES - 24-25		(908,257.35)	(908,257.35)			
END FUND BALANCE		(4,084,206.68)	(4,084,206.68)			

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GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
<b>Fund: 902 DDA FIXED ASSETS</b>						
<b>Account Category: Expenditures</b>						
<b>Department: 560 DEPRECIATION</b>						
902-560-968-001	Depr General Government	0.00	0.00	0.00	0.00	0.00
Total Dept 560 - DEPRECIATION		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 902 - DDA FIXED ASSETS:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		0.00	0.00	0.00	0.00	
BEG. FUND BALANCE		(104,761.00)	(104,761.00)			
NET OF REVENUES/EXPENDITURES - 24-25		0.00	0.00			
END FUND BALANCE		(104,761.00)	(104,761.00)			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025

% Fiscal Year Completed: 25.21

Section 7, Item F.

\*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
Report Totals:						
	TOTAL REVENUES - ALL FUNDS	14,209,989.71	3,221,640.59	2,422,212.11	10,988,349.12	22.67
	TOTAL EXPENDITURES - ALL FUNDS	17,219,754.90	2,159,635.40	721,401.26	14,998,834.53	12.54
	NET OF REVENUES & EXPENDITURES:	(3,009,765.19)	1,062,005.19	1,700,810.85	(4,010,485.41)	



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13, 2025

**TOPIC** Receive and File Investment Report- August 2025

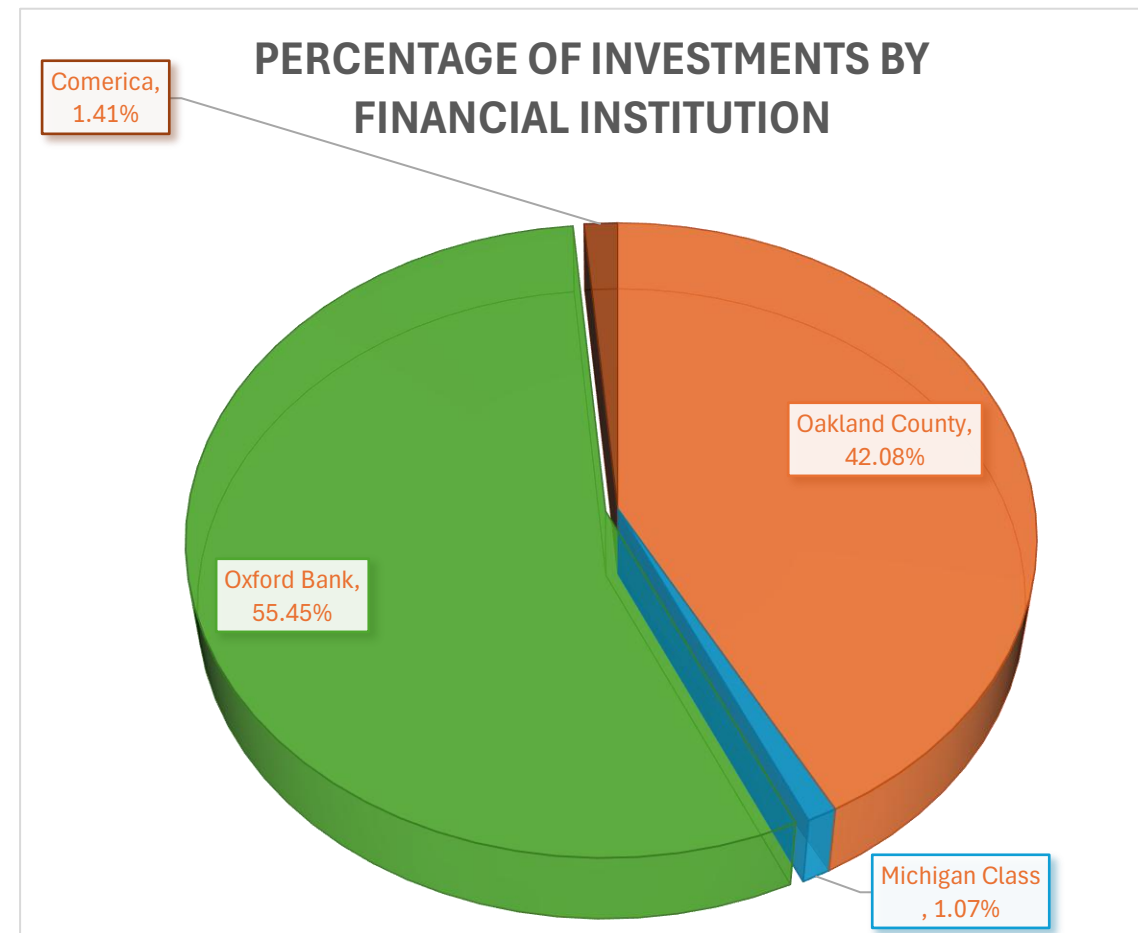
**BACKGROUND BRIEF:** Attached is the Investment report for August 2025 for your review.

**RECOMMENDED MOTION:** To receive and file the Investment report for August 2025.

Village of Lake Orion  
 Quarterly Investment Report  
 Period Ending August 31, 2025

**Investments by Financial Institution**

Financial Institution	Investment Instrument	Beginning Balance (8/1/25)	Purchases/Deposits	Interest/Dividends	Change In Value	Withdrawals	Ending Balance (8/31/25)	Percentage of Portfolio
<b>Oakland County</b>	Investment Pool	\$ 3,569,501.64		\$ 11,715.76			\$ 3,581,217.40	
	<b>Total Oakland County</b>	3,569,501.64	-	11,715.76	-	-	<b>3,581,217.40</b>	<b>42.08%</b>
<b>Michigan CLASS</b>	Investment Pool	90,576.02	-	335.31	-	-	90,911.33	
	<b>Total Michigan CLASS</b>	90,576.02	-	335.31	-	-	<b>90,911.33</b>	<b>1.07%</b>
<b>Oxford Bank</b>	Cash-Water/Sewer (4644)	88,965.19	3,714.64	24.87	-	-	92,704.70	1.09%
	Cash-General Checking (8494)	275,744.05	483,099.77	-	-	(609,430.12)	149,413.70	1.76%
	Cash-Genre (4611)	4,369,534.42	694,239.70	223.35	-	(633,398.34)	4,430,599.13	52.06%
	Cash-Escrow (4655)	48,358.88		11.60	-	(1,704.23)	46,666.25	0.55%
	<b>Total Oxford</b>	4,782,602.54	1,181,054.11	259.82	-	(1,244,532.69)	<b>4,719,383.78</b>	<b>55.45%</b>
<b>Comerica</b>	Cash- Payroll Savings (4736)	84,021.79	150,000.00	63.07	-	(115,644.11)	118,440.75	1.39%
	Cash- Payroll (3875)	2,896.03	98,884.12	(313.12)	-	(100,134.40)	1,332.63	0.02%
	<b>Total Comerica</b>	86,917.82	248,884.12	(250.05)	-	(215,778.51)	<b>119,773.38</b>	<b>1.41%</b>
<b>Totals</b>		<b>\$ 8,529,598.02</b>	<b>\$ 1,429,938.23</b>	<b>\$ 12,060.84</b>	<b>\$ -</b>	<b>\$ (1,460,311.20)</b>	<b>\$ 8,511,285.89</b>	<b>100.00%</b>





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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13, 2025

**TOPIC** Receive and file Invoice Distribution Report for October 14, 2025

**RECOMMENDED MOTION:** Receive and file the Invoice Distribution Report in the amount of \$289,871.15 of which \$83,238.97 are DDA bills for a net total of \$206,632.18.

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 10/14/2025 - 10/14/2025

POSTED AND UNPOSTED  
OPEN

Section 7, Item H.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 101 GENERAL FUND</b>					
<b>Department: 000 REVENUE</b>					
101-000-228-100	REFUND FINGERPRINTS	ASHLEY, ROBIN	REFUND FINGERPRINTS 5/20/25 UNABLE TO	63.25	None
101-000-281-004	THROUGH AUGUST 31 2025	NOWAK & FRAUS ENGINEERS	M900 FLATS AT WEST VILLAGE 55 ELIZABE	1,000.00	None
101-000-281-004	THROUGH AUGUST 4 2025	NOWAK & FRAUS ENGINEERS	M900 FLATS AT WEST VILLAGE 55 ELIZABE	2,927.50	None
101-000-281-007	AS BUILT REVIEW	NOWAK & FRAUS ENGINEERS	M775 BLANCHE SIMS ELEMENTARY THRU JUL	797.50	None
101-000-281-010	THROUGH JULY 27 2025	NOWAK & FRAUS ENGINEERS	N033-01 STARBOARD BROADWAY JULY 27 20	580.00	None
101-000-281-012	THROUGH AUGUST 31 2025	NOWAK & FRAUS ENGINEERS	N035 MYSTIC COVE-THRU AUGUST 31 2025	172.50	None
101-000-281-012	THROUGH JULY 27 2025	NOWAK & FRAUS ENGINEERS	N035 MYSTIC COVE-THRU JULY 27 2025	1,492.50	None
101-000-281-013	AUGUST 31 2025	NOWAK & FRAUS ENGINEERS	N038- CLOUD LAKE 494 S BROADWAY	1,062.50	None
101-000-281-013	JULY 27 2025	NOWAK & FRAUS ENGINEERS	N038- CLOUD LAKE 494 S BROADWAY JULY	935.00	None
101-000-281-016	315 N LAPEER	MCKENNA ASSOCIATES, INC.	SERVICES AUGUST 1- AUGUST 31 2025	750.00	None
101-000-281-016	THRU AUGUST 31 2025 INVOIC	NOWAK & FRAUS ENGINEERS	0929- 315 N LAPEER ST ADMIN BUILDING	900.00	None
101-000-281-016	JULY 27 2025 INVOICE 12743	NOWAK & FRAUS ENGINEERS	0929- 315 N LAPEER ST ADMIN BUILDING	275.00	None
101-000-281-017	388083	VIEW NEWSPAPER GROUP	A-25-004 493 ALGENE PUBLIC NOTICE	126.00	None
101-000-281-018	AUG 31 2025	NOWAK & FRAUS ENGINEERS	0853 EASTPORT VILLAGE - JACOBSON'S	725.00	None
101-000-281-018	CONCEPT PLANNING	NOWAK & FRAUS ENGINEERS	0853 EASTPORT VILLAGE - JACOBSON'S JU	737.50	None
101-000-281-020	REVIEW	NOWAK & FRAUS ENGINEERS	0634 DTE CHURCH/ANDERSON JULY 27 2025	62.50	None
101-000-281-023	670 VICTORIA ISLAND	MCKENNA ASSOCIATES, INC.	SERVICES AUGUST 1- AUGUST 31 2025	500.00	None
Total Department 000 REVENUE				13,106.75	
<b>Department: 101 VILLAGE COUNCIL</b>					
101-101-957-000	PARKING REIMBURSEMENT	TERESA RUTT	MML CONFERENCE REIMBURSEMENT	48.00	None
Total Department 101 VILLAGE COUNCIL				48.00	
<b>Department: 215 VILLAGE CLERK</b>					
101-215-900-000	ERIC PAPACEK - VILLAGE COU	VILLAGE TROPHY SHOP	NAME PLATE FOR MEETINGS	25.00	None
Total Department 215 VILLAGE CLERK				25.00	
<b>Department: 228 Information Technology</b>					
101-228-801-000	CLOUD DATA RECOVERY - SEPT	VC3, INC.	CLOUD DATA RECOVERY/OFFICE 365 - SEPT	253.00	None
101-228-801-000	OFFICE 365-SEPT	VC3, INC.	CLOUD DATA RECOVERY/OFFICE 365 - SEPT	298.06	None
Total Department 228 Information Technology				551.06	
<b>Department: 260 GENERAL ACTIVITIES</b>					
101-260-727-000	VILLAGE WATER RENTAL	CRYSTAL WATER COMPANY	VILLAGE WATER SEPTEMBER 2025	19.00	None
101-260-727-000	PAPER	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	250.96	None
101-260-727-000	VILLAGE WATER RENTAL	CRYSTAL WATER COMPANY	VILLAGE WATER	26.00	None
101-260-728-000	SOAP	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	11.62	None
101-260-729-000	POSTAGE	QUADIENT POSTAGE FUNDING	POSTAGE	1,200.00	None
101-260-730-000	BASE 022736473 8/21/25-9/2	XEROX CORPORATION	COPIER LEASE SEPTEMBER	241.22	None
101-260-730-000	COLOR .0436X 1864	XEROX CORPORATION	COPIER LEASE SEPTEMBER	81.27	None
101-260-730-000	B/W .0082 X 1481	XEROX CORPORATION	COPIER LEASE SEPTEMBER	12.14	None
101-260-730-000	BASE CHARGE 022736474	XEROX CORPORATION	COPIER LEASE SEPTEMBER	91.09	None
101-260-823-000	IONOS INC CLOUD	COMERICA BANK	CREDIT CARD-CLERK SEPTEMBER	23.43	None
101-260-823-000	IONOS CLOUD	COMERICA BANK	CREDIT CARD-CLERK SEPTEMBER	23.43	None
101-260-830-000	10/1/25-10/31/25	PRIORITY WASTE	MONTHLY CURBSIDE COLLECTION ACC32147	22,643.20	None
101-260-851-000	TELEPHONES	MISWITCH COMMUNICATIONS	VILLAGE & POLICE PHONES SEPTEMBER	356.15	None
101-260-851-000	101-260-851-000 OCT 5-NOV	COMCAST CABLE	COMCAST ACCT # 8529 10 142 0017924	114.29	None
101-260-920-000	21 E CHURCH	DTE ENERGY	DTE BILL-SEPTEMBER 2025	1,289.68	None
101-260-920-000	65 S PARK	DTE ENERGY	DTE BILL-SEPTEMBER 2025	22.42	None
101-260-920-000	20 E SHADBOLT	DTE ENERGY	DTE BILL-SEPTEMBER 2025	59.21	None
101-260-920-000	20 S WASHINGTON	DTE ENERGY	DTE BILL-SEPTEMBER 2025	22.81	None

**INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION**

EXP CHECK RUN DATES 10/14/2025 - 10/14/2025

POSTED AND UNPOSTED  
OPEN

Section 7, Item H.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 101 GENERAL FUND</b>					
<b>Department: 260 GENERAL ACTIVITIES</b>					
101-260-920-000	21 E CHURCH	VILLAGE OF LAKE ORION	WATER BILLS Q3 2025	642.66	None
101-260-921-000	175 S BELLEVUE	DTE ENERGY	DTE BILL-SEPTEMBER 2025	15.12	None
101-260-921-000	STREETLIGHTS	DTE ENERGY	SEPTEMBER BILL STREETLIGHTS	4,252.66	None
101-260-930-000	VILLAGE OFFICE CARPET CLEANING	CARPET SHINE	MONTHLY CARPET CLEANING	672.00	None
101-260-930-000	MATS FOR VILLAGE OFFICE 9/	Darwe] ENTERPRISES LLC	MONTHLY MAT RENTAL VILLAGE OFFICES	235.71	None
101-260-930-000	LEDLIGHTS FOR BASEMENT - R	HARBOR FREIGHT	REPLACEMENT LIGHTS FOR BUILDING	199.96	None
101-260-930-000	5 GALLON PAINT / SUPPLIES	HARBOR FREIGHT	PAINT / SUPPLIES FOR BASEMENT / EVIDE	455.21	None
101-260-956-000	10/1/25-10/31/25	BASIC BENEFITS	MONTHLY COBRA FEE - OCTOBER 2025	35.01	None
Total Department 260 GENERAL ACTIVITIES				32,996.25	
<b>Department: 721 PLANNING AND ZONING</b>					
101-721-829-000	ASSOCIATE PLANNER	MCKENNA ASSOCIATES, INC.	SERVICES AUGUST 1- AUGUST 31 2025	1,440.00	None
101-721-829-000	PROFESSIONAL ON SITE HOURS	MCKENNA ASSOCIATES, INC.	SERVICES AUGUST 1- AUGUST 31 2025	2,880.00	None
101-721-829-000	ASSOCIATE PLANNER	MCKENNA ASSOCIATES, INC.	SERVICES JULY 1 THR JULY 31	1,800.00	None
101-721-829-000	PROFESSIONAL ON SITE HOURS	MCKENNA ASSOCIATES, INC.	SERVICES JULY 1 THR JULY 31	3,600.00	None
101-721-832-001	JULY 1 THRU ULY 31	MCKENNA ASSOCIATES, INC.	VILLAGE OWNED PROPERTY INVENTORY & MA	3,940.00	None
101-721-840-000	MONTHLY RETAINER	MCKENNA ASSOCIATES, INC.	SERVICES AUGUST 1- AUGUST 31 2025	850.00	None
101-721-840-000	MONTHLY RETAINER	MCKENNA ASSOCIATES, INC.	SERVICES JULY 1 THR JULY 31	850.00	None
Total Department 721 PLANNING AND ZONING				15,360.00	
<b>Department: 751 PARKS AND RECREATION</b>					
101-751-920-000	66 S PARK	DTE ENERGY	DTE BILL-SEPTEMBER 2025	69.24	None
101-751-920-000	66 N PARK BLVD	VILLAGE OF LAKE ORION	WATER BILLS Q3 2025	1,996.27	None
Total Department 751 PARKS AND RECREATION				2,065.51	
<b>Department: 880 CONTRACT SERV - LEAGAL/ACCTING/ENGINEER</b>					
101-880-805-000	27%	ANDREWS HOOPER PAVLIC PLC	2025 FINANCIAL AUDIT	2,680.00	None
101-880-806-000	N885 ENGINEERING DESIGN 10	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU AUG 31 2	101.25	None
101-880-806-000	N885 ENGINEERING DESIGN 10	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU JULY 27	12.50	None
101-880-806-000	JULY 27 2025	NOWAK & FRAUS ENGINEERS	N110-01 BRIDGET STREET SEWALL 63-135	2,380.00	None
Total Department 880 CONTRACT SERV - LEAGAL/ACCTING/ENGINEER				5,173.75	
Total Fund 101 GENERAL FUND				69,326.32	
<b>Fund: 202 MAJOR STREET FUND</b>					
<b>Department: 260 GENERAL ACTIVITIES</b>					
202-260-801-000	N885 ENGINEERING DESIGN 20	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU AUG 31 2	202.50	None
202-260-801-000	N885 ENGINEERING DESIGN 20	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU JULY 27	25.00	None
202-260-805-000	3%	ANDREWS HOOPER PAVLIC PLC	2025 FINANCIAL AUDIT	287.00	None
Total Department 260 GENERAL ACTIVITIES				514.50	
<b>Department: 463 ROUTINE MAINTENANCE</b>					
202-463-726-000	ASPHALT ROAD PATCH	AJAX MATERIALS CORP	ASPHALT PATCH	171.73	None
Total Department 463 ROUTINE MAINTENANCE				171.73	
<b>Department: 474 TRAFFIC SERVICES</b>					
202-474-801-000	FLINT ST & BROADWAY	AUGUST ROAD COMMISSON FOR OAKLAND	FLINT ST & BROADWAY SIGNAL MAINTENANC	39.01	None
Total Department 474 TRAFFIC SERVICES				39.01	
Total Fund 202 MAJOR STREET FUND				725.24	
<b>Fund: 203 LOCAL STREET FUND</b>					

**INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION**

EXP CHECK RUN DATES 10/14/2025 - 10/14/2025

POSTED AND UNPOSTED

OPEN

Section 7, Item H.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 203 LOCAL STREET FUND</b>					
<b>Department: 260 GENERAL ACTIVITIES</b>					
203-260-801-000	N885 ENGINEERING DESIGN 10	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU AUG 31 2	101.25	None
203-260-801-000	N885 ENGINEERING DESIGN 10	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU JULY 27	12.50	None
203-260-805-000	2%	ANDREWS HOOPER PAVLIC PLC	2025 FINANCIAL AUDIT	237.00	None
Total Department 260 GENERAL ACTIVITIES				350.75	
<b>Department: 463 ROUTINE MAINTENANCE</b>					
203-463-726-000	SIDEWALK REPAIR SLATER ST	HOME DEPOT CREDIT SERVICES	REPAIRS AND MAINTENANCE	83.27	None
203-463-801-000	STREET SWEEPING	CURBCO SWEEPING	STREET SWEEPING	150.00	None
Total Department 463 ROUTINE MAINTENANCE				233.27	
Total Fund 203 LOCAL STREET FUND				584.02	
<b>Fund: 207 POLICE FUND</b>					
<b>Department: 301 POLICE/SHERIFF/CONSTABLE</b>					
207-301-730-000	COPY CHARGES BW-\$23.78	COLO APPLIED INNOVATION	POLICE COPY MACHINE USAGE INVOICE 294	124.68	None
207-301-730-000	FREIGHT	APPLIED INNOVATION	POLICE COPY MACHINE USAGE INVOICE 294	4.99	None
207-301-740-000	VISTA PRINT -BUSINESS CARD	COMERICA BANK	CREDIT CARD- POLICE BILLING DATE 09/3	55.52	None
207-301-740-000	AMAZON - SCREEN PROTECTOR/	COMERICA BANK	CREDIT CARD- POLICE BILLING DATE 09/3	42.14	None
207-301-742-000	MACOMB CC - RANGE RENTAL Q	COMERICA BANK	CREDIT CARD- POLICE BILLING DATE 09/3	400.00	None
207-301-801-000	MICROSOFT 365 POLICE - VC3	VC3, INC.	MICROSOFT 365 POLICE - SEPT	301.50	None
207-301-802-000	PROSECUTIONS INVOICE 11884	BEIER HOWLETT, P.C.	PROSECUTIONS-SERVICES THRU SEPTEMBER	4,627.50	None
207-301-805-000	12%	ANDREWS HOOPER PAVLIC PLC	2025 FINANCIAL AUDIT	1,241.00	None
207-301-820-000	Uniform Purchases	STALKER, SHANE M.	CASE FOR CODE ENFORCEMENT	53.00	None
207-301-820-000	AMAZON - HOLSTER EQUIPMENT	COMERICA BANK	CREDIT CARD- POLICE BILLING DATE 09/3	110.94	None
207-301-820-000	AMAZON - BOOTS - HAMMOND	COMERICA BANK	CREDIT CARD- POLICE BILLING DATE 09/3	174.95	None
207-301-820-000	JX TACTICAL HOLSTERS - STA	COMERICA BANK	CREDIT CARD- POLICE BILLING DATE 09/3	85.75	None
207-301-820-000	RETURN - AMAZON BOOTS HAMM	COMERICA BANK	CREDIT CARD- POLICE BILLING DATE 09/3	(174.95)	None
207-301-851-000	POLICE PHONES	AT&T MOBILITY	DPW/POLICE/PARKING PHONES - SEPTEMBER	44.60	None
207-301-851-000	PARKING PHONES	AT&T MOBILITY	DPW/POLICE/PARKING PHONES - SEPTEMBER	89.20	None
207-301-851-000	TELEPHONES	MISWITCH COMMUNICATIONS	VILLAGE & POLICE PHONES SEPTEMBER	356.16	None
207-301-851-000	207-301-851-000 OCT 5- NOV	COMCAST CABLE	COMCAST ACCT # 8529 10 142 0017924	114.28	None
207-301-865-000	POLICE	ROAD COMMISSON FOR OAKLAND	FUEL FOR DPW & POLICE AUGUST 2025	675.97	None
207-301-932-000	503 - OIL CHANGE	SKALNEK FORD	POLICE VEHICLE REPAIR AND MAINTENANCE	80.85	None
207-301-956-000	MEMBERSHIP MACEO - HAMMOND	COMERICA BANK	CREDIT CARD- POLICE BILLING DATE 09/3	75.00	None
207-301-956-000	MEMBERSHIP MACEO - STALKER	COMERICA BANK	CREDIT CARD- POLICE BILLING DATE 09/3	75.00	None
207-301-957-000	MACEO CODE ENFORCEMENT FAL	COMERICA BANK	CREDIT CARD- POLICE BILLING DATE 09/3	100.00	None
207-301-957-002	MICHIGAN CHIEFS WINTER CON	COMERICA BANK	CREDIT CARD- POLICE BILLING DATE 09/3	280.00	None
Total Department 301 POLICE/SHERIFF/CONSTABLE				8,938.08	
Total Fund 207 POLICE FUND				8,938.08	
<b>Fund: 225 DEPT OF PUBLIC WORKS FUND</b>					
<b>Department: 276 CEMETERY</b>					
225-276-920-000	1060 ORION	VILLAGE OF LAKE ORION	WATER BILLS Q3 2025	350.69	None
Total Department 276 CEMETERY				350.69	
<b>Department: 441 DEPARTMENT OF PUBLIC WORKS</b>					
225-441-740-000	TRASH BAGS DPW INVOICE 42	HOME DEPOT CREDIT SERVICES	REPAIRS AND MAINTENANCE	169.84	None
225-441-741-000	PHONE CASES INVOICE 17PL-Y	AMAZON CAPITAL SERVICES	PHONE PROTECTORS	50.95	None
225-441-741-000	INVOICE 7197668	CONTRACTORS CONNECTION	TOOLS AND WHEEL BARROW	681.65	None
225-441-741-000	FLASHLIGHT AND USB-C CABLE	GREAT LAKES ACE HARDWARE	RECHARGEABLE FLASHLIGHT / CHARGER CAB	94.01	None

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 10/14/2025 - 10/14/2025

POSTED AND UNPOSTED  
OPEN

Section 7, Item H.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 225 DEPT OF PUBLIC WORKS FUND</b>					
<b>Department: 441 DEPARTMENT OF PUBLIC WORKS</b>					
225-441-741-000	CONCRETE TOOLS INVOICE 379	HOME DEPOT CREDIT SERVICES	REPAIRS AND MAINTENANCE	90.91	None
225-441-801-000	SOFTWARE PROGRAM 1 TIME PU	COMERICA BANK	DPW DIRECTOR CREDIT CARD	50.40	None
225-441-801-000	PRINCIPAL	NOWAK & FRAUS ENGINEERS	ASSIST DPW WITH ASSET MANAGEMENT	375.00	None
225-441-801-000	SENIOR PROJECT MANAGER	NOWAK & FRAUS ENGINEERS	ASSIST DPW WITH ASSET MANAGEMENT	750.00	None
225-441-801-000	ENGINEERING TECH 1	NOWAK & FRAUS ENGINEERS	DIGITIZING AS-BUILTS AND ASSISTING DP	1,440.00	None
225-441-801-000	PRINCIPAL	NOWAK & FRAUS ENGINEERS	DIGITIZING AS-BUILTS AND ASSISTING DP	225.00	None
225-441-801-000	SENIOR PROJECT MANAGER	NOWAK & FRAUS ENGINEERS	DIGITIZING AS-BUILTS AND ASSISTING DP	125.00	None
225-441-805-000	7%	ANDREWS HOOPER PAVLIC PLC	2025 FINANCIAL AUDIT	660.00	None
225-441-820-000	UNIFORM ALLOWANCE JOSE COM	COMERICA BANK	DPW DIRECTOR CREDIT CARD	137.56	None
225-441-820-000	WINTER JACKET	UHAN'S DEPARTMENT STORE	UNIFORM ALLOWANCE ALEKS WILSON	162.00	None
225-441-821-000	INVOICE 1390401709	UniFIRST	UNIFORM CLEANING	133.52	None
225-441-821-000	INVOICE 1390403319	UniFIRST	UNIFORM CLEANING	116.27	None
225-441-821-000	INVOICE 1390405067	UniFIRST	UNIFORM CLEANING	116.27	None
225-441-821-000	INVOICE 1390406933	UniFIRST	UNIFORM CLEANING	116.27	None
225-441-851-000	DPW PHONES	AT&T MOBILITY	DPW/POLICE/PARKING PHONES - SEPTEMBER	142.20	None
225-441-851-000	SEP 21- OCT 20	AT&T MOBILITY	DPW PHONES/TABLET ACCT # 287283687328	166.00	None
225-441-851-000	SEP 25 - OCT 24	COMCAST CABLE	362 CASS ST ACCT # 8529 10 142 002175	310.98	None
225-441-865-000	DPW	ROAD COMMISSION FOR OAKLAND	FUEL FOR DPW & POLICE AUGUST 2025	657.12	None
225-441-920-000	362 CASS	DTE ENERGY	DTE BILL-SEPTEMBER 2025	259.42	None
225-441-920-000	333 CASS	DTE ENERGY	DTE BILL-SEPTEMBER 2025	50.88	None
225-441-920-000	362 CASS	VILLAGE OF LAKE ORION	WATER BILLS Q3 2025	351.86	None
225-441-932-000	DPW VEHICLE WASHING UNLIMIT	COMERICA BANK	DPW DIRECTOR CREDIT CARD	59.99	None
225-441-932-000	VEHICLE CLEANERS INVOICE 1	O'REILLY AUTOMOTIVE, INC.	VEHICLE AND EQUIP MAINTENANCE	39.45	None
225-441-932-000	LED CAPSULES INVOICE 14441	O'REILLY AUTOMOTIVE, INC.	VEHICLE AND EQUIP MAINTENANCE	68.03	None
225-441-932-000	LED CAPSULES HIGH B INVOIC	O'REILLY AUTOMOTIVE, INC.	VEHICLE AND EQUIP MAINTENANCE	68.03	None
Total Department 441 DEPARTMENT OF PUBLIC WORKS				7,668.61	
<b>Department: 443 PHASE II STORMWATER</b>					
225-443-740-000	CONCRETE REPAIR INVOICE 12	HOME DEPOT CREDIT SERVICES	REPAIRS AND MAINTENANCE	195.45	None
225-443-801-000	N885 ENGINEERING DESIGN 10	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU AUG 31 2	101.25	None
225-443-801-000	N885 ENGINEERING DESIGN 10	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU JULY 27	12.50	None
Total Department 443 PHASE II STORMWATER				309.20	
Total Fund 225 DEPT OF PUBLIC WORKS FUND				8,328.50	
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>					
<b>Department: 000 REVENUE</b>					
248-000-686-000	DRGN ON THE LK BOAT	COMERICA BANK	JANET CC SEPTEMBER	600.00	None
Total Department 000 REVENUE				600.00	
<b>Department: 260 GENERAL ACTIVITIES</b>					
248-260-801-000	016-1650	VILLAGE OF LAKE ORION	WATER BILL 165 S BROADWAY & 118 N BRO	526.65	None
248-260-801-000	HOME DEPOT	COMERICA BANK	MATT CC SEPTEMBER	45.95	None
248-260-801-000	CARPET CLEANING	COMERICA BANK	MATT CC SEPTEMBER	1,425.00	None
248-260-801-000	GREAT LAKES ACE	COMERICA BANK	MATT CC SEPTEMBER	20.32	None
248-260-801-002	AUGUST 2025 - CONTRACT FEE	VILLAGE OF LAKE ORION	PUBLIC SAFETY - 3 MOS. (AUG-OCT)	8,583.33	None
248-260-801-002	SEPTEMBER 2025 - CONTRACT	VILLAGE OF LAKE ORION	PUBLIC SAFETY - 3 MOS. (AUG-OCT)	8,583.33	None
248-260-801-002	OCTOBER 2025 - CONTRACT FE	VILLAGE OF LAKE ORION	PUBLIC SAFETY - 3 MOS. (AUG-OCT)	8,583.33	None
248-260-801-003	2ND QUATER CONTRACT FEE	VILLAGE OF LAKE ORION	DPW QUARTERLY	6,802.58	None
248-260-805-000	DDA ALLOCATED AUDIT FEES	ANDREWS HOOPER PAVLIC PLC	AUDIT FEES	2,124.00	None
248-260-810-000	DDA INV 11938	DAVIS LISTMAN PLLC	LEGAL SERVICES	1,192.25	None

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 10/14/2025 - 10/14/2025

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Section 7, Item H.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>					
<b>Department: 260 GENERAL ACTIVITIES</b>					
248-260-823-000	DROPBOX	COMERICA BANK	MATT CC SEPTEMBER	199.00	None
248-260-823-000	OPEN AI	COMERICA BANK	MATT CC SEPTEMBER	20.00	None
248-260-823-000	FLOWCODE	COMERICA BANK	MATT CC SEPTEMBER	9.95	None
248-260-823-000	SNAPRETAIL	COMERICA BANK	MATT CC SEPTEMBER	65.00	None
248-260-823-000	CLICKUP	COMERICA BANK	MATT CC SEPTEMBER	38.00	None
248-260-823-000	IONOS	COMERICA BANK	MATT CC SEPTEMBER	28.85	None
248-260-823-000	ADOBE	COMERICA BANK	MATT CC SEPTEMBER	21.19	None
248-260-851-000	MISWITCH	COMERICA BANK	MATT CC SEPTEMBER	90.54	None
248-260-920-000	015-1180	VILLAGE OF LAKE ORION	WATER BILL 165 S BROADWAY & 118 N BRO	497.01	None
248-260-920-000	118 N BROADWAY	DTE ENERGY	STREETLIGHTS & BUILDING EXP	74.47	None
248-260-921-000	24 FRONT ST	DTE ENERGY	STREET LIGHTS	19.66	None
248-260-921-000	380 S BROADWAY	DTE ENERGY	STREET LIGHTS	33.32	None
248-260-921-000	38 S WASHINGTON	DTE ENERGY	STREET LIGHTS	44.59	None
248-260-921-000	22 SHADBOLT	DTE ENERGY	STREET LIGHTS	93.91	None
248-260-921-000	38 E FLINT	DTE ENERGY	STREET LIGHTS	382.62	None
248-260-921-000	491 S BROADWAY	DTE ENERGY	STREET LIGHTS	65.91	None
248-260-921-000	90 S ANDERSON	DTE ENERGY	STREETLIGHTS & BUILDING EXP	246.27	None
248-260-921-000	165 S BROADWAY	DTE ENERGY	STREETLIGHTS & BUILDING EXP	24.64	None
248-260-941-000	OFFICE RENT	NICK SCHILLACE	RENT - OCT-DEC 2025	4,200.00	None
248-260-942-000	INV 95821	Darwe1 ENTERPRISES LLC	MAT SERVICES	25.58	None
248-260-942-000	INV 243450	CRYSTAL WATER COMPANY	WATER COOLER	25.00	None
248-260-942-000	AMAZON	COMERICA BANK	MATT CC SEPTEMBER	15.99	None
248-260-942-000	AMAZON	COMERICA BANK	MATT CC SEPTEMBER	18.49	None
248-260-942-000	EXXON	COMERICA BANK	MATT CC SEPTEMBER	7.74	None
248-260-942-000	SPAREBOX	COMERICA BANK	MATT CC SEPTEMBER	285.00	None
248-260-942-000	THE UPS	COMERICA BANK	MATT CC SEPTEMBER	22.71	None
248-260-942-000	EXXON	COMERICA BANK	MATT CC SEPTEMBER	8.32	None
248-260-942-000	AMAZON	COMERICA BANK	MATT CC SEPTEMBER	19.74	None
248-260-942-000	ATV GAS	COMERICA BANK	JANET CC SEPTEMBER	8.38	None
248-260-942-000	PRINTER INK	COMERICA BANK	JANET CC SEPTEMBER	1,135.89	None
248-260-956-000	SQ MI HISTORIC	COMERICA BANK	MATT CC SEPTEMBER	92.88	None
248-260-957-000	CHAMBER MEETING	COMERICA BANK	JANET CC SEPTEMBER	5.57	None
248-260-958-000	1R7L-TCK6-TJDP	AMAZON CAPITAL SERVICES	INK ORDER	823.88	None
<b>Total Department 260 GENERAL ACTIVITIES</b>				<b>46,536.84</b>	
<b>Department: 726 DESIGN</b>					
248-726-745-000	AMAZON	COMERICA BANK	MATT CC SEPTEMBER	129.95	None
248-726-745-000	AMAZON	COMERICA BANK	MATT CC SEPTEMBER	214.94	None
248-726-745-000	AMAZON	COMERICA BANK	MATT CC SEPTEMBER	64.90	None
248-726-745-000	AMAZON	COMERICA BANK	MATT CC SEPTEMBER	349.75	None
248-726-745-000	AMAZON	COMERICA BANK	MATT CC SEPTEMBER	135.98	None
248-726-745-000	HARVEST TIME FARM OX	COMERICA BANK	MATT CC SEPTEMBER	300.00	None
248-726-745-000	DOLLAR TREE OX	COMERICA BANK	MATT CC SEPTEMBER	54.06	None
248-726-980-001	ROOFING INSTALLATION	STARRS ROOFING	ROOFING TO COVER WEST BAY	2,000.00	None
248-726-980-001	ROLLOFF DUMPSTER	COMERICA BANK	MATT CC SEPTEMBER	100.00	None
248-726-980-001	ROLLOFF DUMPSTER	COMERICA BANK	MATT CC SEPTEMBER	574.00	None
248-726-980-001	ROLLOFF DUMPSTER	COMERICA BANK	MATT CC SEPTEMBER	100.00	None
248-726-980-001	ALUMINUM SIGNS	COMERICA BANK	MATT CC SEPTEMBER	10.00	None
248-726-980-001	ALUMINUM SIGNS	COMERICA BANK	MATT CC SEPTEMBER	95.19	None
248-726-980-002	EVENT BARN MATERIALS	MICKEY'S CONSTRUCTION LLC	CHANGE ORDER	18,897.83	None

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 10/14/2025 - 10/14/2025

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>					
<b>Department: 726 DESIGN</b>					
248-726-980-002	MI CORP LANSING	COMERICA BANK	MATT CC SEPTEMBER	70.00	None
				<u>Total Department 726 DESIGN</u>	<u>23,096.60</u>
<b>Department: 728 ECONOMIC DEVELOPMENT</b>					
248-728-888-000	INV 1759	20 FRONT STREET CONCEPTS,	AD/ MARKETING	300.00	None
248-728-888-000	INV 2904	EPRINT SOLUTION LLC	BANNER	132.00	None
248-728-888-000	FACEBOOK/INSTA ADS	COMERICA BANK	JANET CC SEPTEMBER	44.94	None
248-728-888-000	INV 25-0006059	CHARTER TOWNSHIP OF ORION	ORION LIVING MAG	1,612.39	None
248-728-888-000	INV 388134	VIEW NEWSPAPER GROUP	NEWS AD	878.00	None
				<u>Total Department 728 ECONOMIC DEVELOPMENT</u>	<u>2,967.33</u>
<b>Department: 729 PROMOTION</b>					
248-729-880-000	AMAZON	COMERICA BANK	MATT CC SEPTEMBER	92.83	None
248-729-880-004	AMAZON	COMERICA BANK	MATT CC SEPTEMBER	63.54	None
248-729-880-004	AMAZON	COMERICA BANK	MATT CC SEPTEMBER	222.45	None
248-729-880-004	YATES DONUTS	COMERICA BANK	MATT CC SEPTEMBER	654.50	None
248-729-880-012	FIREWOOD INV 960396	MICHAEL WHELAN	FIREWOOD	300.00	None
248-729-880-017	INV 4076071	SWANK MOTION PICTURES	MOVIE NIGHT SCREEN/SHOWING	415.00	None
248-729-880-017	INV 4071501	SWANK MOTION PICTURES	MOVIE NIGHT SCREEN/SHOWING	415.00	None
248-729-880-017	KIDS MOVIE NIGHT A35ZYPX6U	AMAZON CAPITAL SERVICES		213.50	None
248-729-880-017	MOVIE NIGHTS POPCORN	COMERICA BANK	JANET CC SEPTEMBER	106.00	None
248-729-880-017	MOVIE NIGHT SUPPLIES	COMERICA BANK	JANET CC SEPTEMBER	18.00	None
248-729-880-017	MOVIE NIGHT SUPPLIES	COMERICA BANK	JANET CC SEPTEMBER	21.47	None
248-729-880-017	MOVIE NIGHT COSTUME	COMERICA BANK	JANET CC SEPTEMBER	83.00	None
248-729-885-000	I27787 201 S BROADWAY	TURNER SANITATION	PORTABLES	155.00	None
				<u>Total Department 729 PROMOTION</u>	<u>2,760.29</u>
				<u>Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</u>	<u>75,961.06</u>
<b>Fund: 301 DOWNTOWN DEV BOND PROJECT 2023</b>					
<b>Department: 901 CAPITAL OUTLAY</b>					
301-901-950-000	SHIPPING CONTAINERS FOR ST	LTM AUTO TRUCK & TRAILER	SHIPPING CONTAINERS FOR STORAGE ON SI	3,255.00	None
301-901-950-000	EQUIPMENTSHARE	COMERICA BANK	MATT CC SEPTEMBER	1,404.91	None
301-901-950-000	EQUIPMENTSHARE	COMERICA BANK	MATT CC SEPTEMBER	1,881.37	None
301-901-950-000	ROLLOFF DUMPSTER	COMERICA BANK	MATT CC SEPTEMBER	100.00	None
301-901-950-000	INV 016-2151	VILLAGE OF LAKE ORION	WATER BILL 215 S BROADWAY	292.88	None
301-901-950-000	PERMIT NO. 000230-2025-CO	WATER RESOURCES COMMISSION	PERMIT NO. 000230-2025-CO	218.75	None
301-901-950-000	I27788 215 S BROADWAY	TURNER SANITATION	PORTABLES	125.00	None
				<u>Total Department 901 CAPITAL OUTLAY</u>	<u>7,277.91</u>
				<u>Total Fund 301 DOWNTOWN DEV BOND PROJECT 2023</u>	<u>7,277.91</u>
<b>Fund: 592 WATER AND SEWER FUND</b>					
<b>Department: 260 GENERAL ACTIVITIES</b>					
592-260-805-000	28%	ANDREWS HOOPER PAVLIC PLC	2025 FINANCIAL AUDIT	2,771.00	None
				<u>Total Department 260 GENERAL ACTIVITIES</u>	<u>2,771.00</u>
<b>Department: 548 SEWER ACTIVITIES</b>					
592-548-801-000	AUGUST	GREAT LAKES WATER AUTHORIT	INDUSTRIAL SPECIFIC RETAIL AUGUST 202	879.32	None
592-548-801-000	N885 ENGINEERING DESIGN 25	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU AUG 31 2	253.12	None
592-548-801-000	AUGUST 31 2025	NOWAK & FRAUS ENGINEERS	N434 SANITARY SEWER PUMP STATION	187.50	None
592-548-801-000	N885 ENGINEERING DESIGN 25	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU JULY 27	31.25	None

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 592 WATER AND SEWER FUND</b>					
<b>Department: 548 SEWER ACTIVITIES</b>					
592-548-831-000	SEPTEMBER 2025	OAKLAND COUNTY TREASURER	SEWAGE DISPOSAL SERVICES SEPTEMBER 20	49,646.70	None
592-548-975-001	JULY 27 2025	NOWAK & FRAUS ENGINEERS	N434 SANITARY SEWER PUMP STATION	187.50	None
Total Department 548 SEWER ACTIVITIES				51,834.20	
<b>Department: 556 WATER ACTIVITIES</b>					
592-556-745-000	SCH1-00000-EAST-01	CHARTER TOWNSHIP OF ORION	WATER/SEWER BILL SEPTEMBER 2025	1,983.38	None
592-556-745-000	LAP1-000000-SOUT-01 S LAPE	CHARTER TOWNSHIP OF ORION	WATER/SEWER BILL SEPTEMBER 2025	95.97	None
592-556-745-000	LAP2-000000-NORT-02 N LAPE	CHARTER TOWNSHIP OF ORION	WATER/SEWER BILL SEPTEMBER 2025	58,523.42	None
592-556-801-000	N885 ENGINEERING DESIGN 25	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU AUG 31 2	253.13	None
592-556-801-000	N885 ENGINEERING DESIGN 25	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU JULY 27	31.25	None
592-556-801-000	AMERICAN WATERWORKS ANNUAL	COMERICA BANK	DPW DIRECTOR CREDIT CARD	181.00	None
592-556-806-000	PREP FOR LEAD SERVICE LINE	NOWAK & FRAUS ENGINEERS	LEAD SERVICE LINE CONTRACT SERVICES	1,062.50	None
592-556-931-002	PERMATEX ULTRA BLACK INVOI	O'REILLY AUTOMOTIVE, INC.	VEHICLE AND EQUIP MAINTENANCE	12.49	None
592-556-931-002	M-24 VALVE REPAIR INVOICE	HOME DEPOT CREDIT SERVICES	REPAIRS AND MAINTENANCE	260.49	None
592-556-931-003	1" NEPTUNE T-10 METER 1944	GUNNERS METERS & PARTS, I	MYSTIC COVE METERS COUPLINGS AND GASK	2,100.00	None
592-556-931-003	COUPLINGS AND GASKETS 1943	GUNNERS METERS & PARTS, I	MYSTIC COVE METERS COUPLINGS AND GASK	270.00	None
Total Department 556 WATER ACTIVITIES				64,773.63	
Total Fund 592 WATER AND SEWER FUND				118,730.02	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY FUND ---					
101			GENERAL FUND	69,326.32	
202			MAJOR STREET FUND	725.24	
203			LOCAL STREET FUND	584.02	
207			POLICE FUND	8,938.08	
225			DEPT OF PUBLIC WORKS FUND	8,328.50	
248			DOWNTOWN DEVELOPMENT AUTHORITY FUND	75,961.06	
301			DOWNTOWN DEV BOND PROJECT 2023	7,277.91	
592			WATER AND SEWER FUND	118,730.02	
Total For All Funds:				289,871.15	



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13<sup>th</sup>, 2025

**TOPIC** Receive and File September 2025 Police Department Activity Report

**BACKGROUND BRIEF:**

Administration is requesting that Village Council receive and file the monthly activity report for the Police Department.

**RECOMMENDED MOTION:**

To receive and file the September 2025 Police Department Activity Report.

# CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item 1.



**Search Criteria: (This report counts for offenses but excludes UCR status of 'Unfounded'.)**

**Month:** September

**Year:** 2025

# CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item 1.

CLASS	Description	Sep/2025	Sep/2024	% CHG	YTD 2025	YTD 2024	% CHG	ADULT		JUV		Total	
								Sep/2025	YTD	Sep/2024	YTD	Sep	YTD
09001	MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%	0	0	0%	0	0	0	0	0	0
09002	NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	0%	0	0	0%	0	0	0	0	0	0
09004	JUSTIFIABLE HOMICIDE	0	0	0%	0	0	0%	0	0	0	0	0	0
09005	DEATH INVOLVING USE OF FORCE BY LAW ENFORCEMENT	0	0	0%	0	0	0%	0	0	0	0	0	0
09006	IN-CUSTODY DEATH	0	0	0%	0	0	0%	0	0	0	0	0	0
10001	KIDNAPPING/ABDUCTION	0	0	0%	0	0	0%	0	0	0	0	0	0
10002	PARENTAL KIDNAPPING	0	0	0%	0	0	0%	0	0	0	0	0	0
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	0%	0	1	-100%	0	0	0	0	0	0
11003	SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	0%	1	0	0%	0	1	0	0	0	1
11004	SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
11005	SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
11006	SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
11008	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
12000	ROBBERY	0	0	0%	0	0	0%	0	0	0	0	0	0
12001	ROBBERY	0	0	0%	0	0	0%	0	0	0	0	0	0
13001	NONAGGRAVATED ASSAULT	0	0	0%	3	3	0%	0	2	0	0	0	2
13002	AGGRAVATED/FELONIOUS ASSAULT	0	0	0%	3	7	-57.1%	0	3	0	0	0	3
13003	INTIMIDATION/STALKING	1	0	0%	1	4	-75%	0	0	0	0	0	0
13004	NON-FATAL SHOOTING	0	0	0%	0	0	0%	0	0	0	0	0	0
20000	ARSON	0	0	0%	0	0	0%	0	0	0	0	0	0
21000	EXTORTION	0	0	0%	0	0	0%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	0	0	0%	1	1	0%	0	0	0	0	0	0

# CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item I.

CLASS	Description	Sep/2025	Sep/2024	% CHG	YTD 2025	YTD 2024	% CHG	ADULT		JUV		Total	
								Sep/2025	YTD	Sep/2024	YTD	Sep	YTD
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	0	0%	0	0	0%	0	0	0	0	0	0
23001	LARCENY -POCKETPICKING	0	0	0%	0	0	0%	0	0	0	0	0	0
23002	LARCENY -PURSESNAATCHING	0	0	0%	0	0	0%	0	0	0	0	0	0
23003	LARCENY -THEFT FROM BUILDING	0	0	0%	1	2	-50%	0	0	0	0	0	0
23004	LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%	0	0	0%	0	0	0	0	0	0
23005	LARCENY -THEFT FROM MOTOR VEHICLE	0	0	0%	0	0	0%	0	0	0	0	0	0
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	0	0	0%	0	0	0%	0	0	0	0	0	0
23007	LARCENY -OTHER	0	0	0%	2	1	100%	0	1	0	0	0	1
24001	MOTOR VEHICLE THEFT	0	0	0%	0	0	0%	0	0	0	0	0	0
24002	MOTOR VEHICLE, AS STOLEN PROPERTY	0	0	0%	0	0	0%	0	0	0	0	0	0
24002	MOTOR VEHICLE THEFT	0	0	0%	0	0	0%	0	0	0	0	0	0
24003	MOTOR VEHICLE FRAUD	0	0	0%	0	0	0%	0	0	0	0	0	0
25000	FORGERY/COUNTERFEITING	0	0	0%	1	0	0%	0	0	0	0	0	0
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	0	0%	3	5	-40%	0	0	0	0	0	0
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	0	0%	2	1	100%	0	1	0	0	0	1
26003	FRAUD -IMPERSONATION	0	0	0%	0	0	0%	0	0	0	0	0	0
26004	FRAUD -WELFARE FRAUD	0	0	0%	0	0	0%	0	0	0	0	0	0
26005	FRAUD -WIRE FRAUD	1	0	0%	1	1	0%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	0	0	0%	1	3	-66.6%	0	0	0	0	0	0
26008	FRAUD - HACKING/COMPUTER INVASION	0	0	0%	1	0	0%	0	0	0	0	0	0
27000	EMBEZZLEMENT	0	0	0%	0	0	0%	0	0	0	0	0	0
28000	STOLEN PROPERTY	0	0	0%	0	0	0%	0	0	0	0	0	0
29000	DAMAGE TO PROPERTY	2	0	0%	6	9	-33.3%	1	1	0	0	1	1
30001	RETAIL FRAUD -MISREPRESENTATION	0	0	0%	0	0	0%	0	0	0	0	0	0
30002	RETAIL FRAUD -THEFT	0	0	0%	2	1	100%	0	1	0	0	0	1

# CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item I.

CLASS	Description	Sep/2025	Sep/2024	% CHG	YTD 2025	YTD 2024	% CHG	ADULT		JUV		Total	
								Sep/2025	YTD	Sep/2024	YTD	Sep	YTD
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%	0	0	0%	0	0	0	0	0	0
30004	ORGANIZED RETAIL FRAUD	0	0	0%	0	0	0%	0	0	0	0	0	0
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	0	0	0%	0	1	-100%	0	0	0	0	0	0
35002	NARCOTIC EQUIPMENT VIOLATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
36001	SEXUAL PENETRATION NONFORCIBLE - BLOOD/AFFINITY	0	0	0%	0	0	0%	0	0	0	0	0	0
36002	SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
37000	OBSCENITY	0	0	0%	0	0	0%	0	0	0	0	0	0
39001	GAMBLING- BETTING/WAGERING	0	0	0%	0	0	0%	0	0	0	0	0	0
39002	GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	0%	0	0	0%	0	0	0	0	0	0
39003	GAMBLING -EQUIPMENT VIOLATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
39004	GAMBLING -SPORTS TAMPERING	0	0	0%	0	0	0%	0	0	0	0	0	0
40001	COMMERCIALIZED SEX -PROSTITUTION	0	0	0%	0	0	0%	0	0	0	0	0	0
40002	COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%	0	0	0%	0	0	0	0	0	0
40003	HUMAN TRAFFICKING - PURCHASING PROSTITUTION	0	0	0%	0	0	0%	0	0	0	0	0	0
51000	BRIBERY	0	0	0%	0	0	0%	0	0	0	0	0	0
52001	WEAPONS OFFENSE- CONCEALED	1	0	0%	1	0	0%	1	1	0	0	1	1
52002	WEAPONS OFFENSE -EXPLOSIVES	0	0	0%	0	0	0%	0	0	0	0	0	0
52003	WEAPONS OFFENSE -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
64001	HUMAN TRAFFICKING - COMMERCIAL SEX ACTS	0	0	0%	0	0	0%	0	0	0	0	0	0
64002	HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE	0	0	0%	0	0	0%	0	0	0	0	0	0
72000	ANIMAL CRUELTY	0	0	0%	0	0	0%	0	0	0	0	0	0
<b>Group A Totals</b>		<b>5</b>	<b>0</b>	<b>0%</b>	<b>30</b>	<b>40</b>	<b>-25%</b>	<b>2</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>11</b>
01000	SOVEREIGNTY	0	0	0%	0	0	0%	0	0	0	0	0	0
02000	MILITARY	0	0	0%	0	0	0%	0	0	0	0	0	0
03000	IMMIGRATION	0	0	0%	0	0	0%	0	0	0	0	0	0
09003	NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	0%	0	0	0%	0	0	0	0	0	0
14000	ABORTION	0	0	0%	0	0	0%	0	0	0	0	0	0

# CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item 1.

CLASS	Description	Sep/2025	Sep/2024	% CHG	YTD 2025	YTD 2024	% CHG	ADULT		JUV		Total	
								Sep/2025	YTD	Sep/2024	YTD	Sep	YTD
22003	BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	0%	0	0	0%	0	0	0	0	0	0
22004	POSSESSION OF BURGLARY TOOLS	0	0	0%	0	0	0%	0	0	0	0	0	0
26006	FRAUD -BAD CHECKS	0	0	0%	1	0	0%	0	0	0	0	0	0
36003	PEEPING TOM	0	0	0%	0	0	0%	0	0	0	0	0	0
36004	SEX OFFENSE -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	0	0	0%	0	0	0%	0	0	0	0	0	0
38002	FAMILY -NONSUPPORT	0	0	0%	0	0	0%	0	0	0	0	0	0
38003	FAMILY -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
39005	GAMBLING, OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
41001	LIQUOR LICENSE -ESTABLISHMENT	0	0	0%	0	0	0%	0	0	0	0	0	0
41002	LIQUOR VIOLATIONS -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
42000	DRUNKENNESS	0	0	0%	0	0	0%	0	0	0	0	0	0
48000	OBSTRUCTING POLICE	0	0	0%	3	3	0%	0	0	0	0	0	0
49000	ESCAPE/FLIGHT	0	0	0%	0	0	0%	0	0	0	0	0	0
50000	OBSTRUCTING JUSTICE	1	1	0%	4	2	100%	0	0	0	0	0	0
53001	DISORDERLY CONDUCT	0	0	0%	3	2	50%	0	1	0	0	0	1
53002	PUBLIC PEACE -OTHER	0	0	0%	4	6	-33.3%	0	1	0	0	0	1
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	0%	1	0	0%	0	1	0	0	0	1
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	1	0	0%	9	6	50%	0	8	0	0	0	8
55000	HEALTH AND SAFETY	0	0	0%	0	0	0%	0	0	0	0	0	0
56000	CIVIL RIGHTS	0	0	0%	0	0	0%	0	0	0	0	0	0
57001	TRESPASS	0	0	0%	5	10	-50%	0	0	0	0	0	0
57002	INVASION OF PRIVACY -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
58000	SMUGGLING	0	0	0%	0	0	0%	0	0	0	0	0	0
59000	ELECTION LAWS	0	0	0%	0	0	0%	0	0	0	0	0	0
60000	ANTITRUST	0	0	0%	0	0	0%	0	0	0	0	0	0
61000	TAX/REVENUE	0	0	0%	0	0	0%	0	0	0	0	0	0
62000	CONSERVATION	0	0	0%	0	3	-100%	0	0	0	0	0	0
63000	VAGRANCY	0	0	0%	0	0	0%	0	0	0	0	0	0

# CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item I.

CLASS	Description	Sep/2025	Sep/2024	% CHG	YTD 2025	YTD 2024	% CHG	ADULT		JUV		Total	
								Sep/2025	YTD	Sep/2024	YTD	Sep	YTD
70000	JUVENILE RUNAWAY	0	0	0%	0	0	0%	0	0	0	0	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	2	2	0%	4	10	-60%	0	1	0	0	0	1
75000	SOLICITATION	0	0	0%	0	0	0%	0	0	0	0	0	0
77000	CONSPIRACY (ALL CRIMES)	0	0	0%	0	0	0%	0	0	0	0	0	0
<b>Group B Totals</b>		<b>4</b>	<b>3</b>	<b>33.33%</b>	<b>34</b>	<b>42</b>	<b>-19.0%</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>
2800	JUVENILE OFFENSES AND COMPLAINTS	3	0	0%	14	10	40%	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	26	5	420%	92	31	196.7%	1	13	0	0	1	13
3000	WARRANTS	3	2	50%	14	10	40%	2	10	0	0	2	10
3100	TRAFFIC CRASHES	14	9	55.55%	108	119	-9.24%	0	0	0	0	0	0
3200	SICK / INJURY COMPLAINT	16	22	-27.2%	101	103	-1.94%	0	0	0	0	0	0
3300	MISCELLANEOUS COMPLAINTS	105	95	10.52%	1037	919	12.84%	0	1	0	0	0	1
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%	8	5	60%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	113	119	-5.04%	1022	741	37.92%	0	0	0	0	0	0
3600	SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	0%	0	0	0%	0	0	0	0	0	0
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	12	21	-42.8%	229	213	7.511%	0	0	0	0	0	0
3800	ANIMAL COMPLAINTS	1	3	-66.6%	20	12	66.66%	0	0	0	0	0	0
3900	ALARMS	7	10	-30%	109	74	47.29%	0	0	0	0	0	0
	SICK / INJURY COMPLAINT	0	0	0%	0	0	0%	0	0	0	0	0	0
	NON - CRIMINAL COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
	TRAFFIC CRASHES	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS TRAFFIC COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
	ALARMS	0	0	0%	0	0	0%	0	0	0	0	0	0
	ANIMAL COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
	TRAFFIC OFFENSES	0	0	0%	0	0	0%	0	0	0	0	0	0
<b>Group C Totals</b>		<b>300</b>	<b>286</b>	<b>4.895%</b>	<b>2754</b>	<b>2237</b>	<b>23.11%</b>	<b>3</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>24</b>
2700	LOCAL ORDINANCES - GENERIC	0	0	0%	0	0	0%	0	0	0	0	0	0
2700	LOCAL ORDINANCES - GENERIC	0	0	0%	0	0	0%	0	0	0	0	0	0
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	38	23	65.21%	277	139	99.28%	0	1	0	0	0	1

# CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item I.

CLASS	Description	Sep/2025	Sep/2024	% CHG	YTD 2025	YTD 2024	% CHG	ADULT		JUV		Total	
								Sep/2025	YTD	Sep/2024	YTD	Sep	YTD
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	9	5	80%	32	41	-21.9%	0	0	0	0	0	0
4200	PARKING CITATIONS	4	0	0%	46	1	4500%	0	0	0	0	0	0
4300	LICENSE / TITLE / REGISTRATION CITATIONS	1	0	0%	17	8	112.5%	0	1	0	0	0	1
4400	WATERCRAFT CITATIONS	2	0	0%	5	0	0%	0	0	0	0	0	0
4500	MISCELLANEOUS A THROUGH UUUU	0	0	0%	3	1	200%	0	0	0	0	0	0
4600	LIQUOR CITATIONS / SUMMONS	0	0	0%	0	0	0%	0	0	0	0	0	0
4700	COMMERCIAL VEHICLE CITATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
4800	LOCAL ORDINANCE WARNINGS	0	0	0%	0	0	0%	0	0	0	0	0	0
4900	TRAFFIC WARNINGS	0	0	0%	0	0	0%	0	0	0	0	0	0
	LOCAL ORDINANCES - GENERIC	0	0	0%	0	0	0%	0	0	0	0	0	0
	WATERCRAFT CITATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS A THROUGH UUUU	0	0	0%	0	0	0%	0	0	0	0	0	0
	TRAFFIC WARNINGS	0	0	0%	0	0	0%	0	0	0	0	0	0
	<b>Group D Totals</b>	<b>54</b>	<b>28</b>	<b>92.85%</b>	<b>380</b>	<b>190</b>	<b>100%</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>
5000	FIRE CLASSIFICATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
	FIRE CLASSIFICATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
	18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
	<b>Group E Totals</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6000	MISCELLANEOUS ACTIVITIES (6000)	2	0	0%	24	0	0%	0	0	0	0	0	0
6100	MISCELLANEOUS ACTIVITIES (6100)	2	0	0%	21	1	2000%	0	0	0	0	0	0
6200	ARREST ASSIST	0	0	0%	0	0	0%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
6500	CRIME PREVENTION ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
6600	COURT / WARRANT ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
6700	INVESTIGATIVE ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS ACTIVITIES (6100)	0	0	0%	0	0	0%	0	0	0	0	0	0
	CANINE ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0

# CLR-065 Monthly Summary Of Offenses (LO)

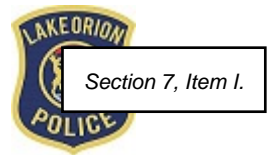
Section 7, Item I.

CLASS	Description	Sep/2025	Sep/2024	% CHG	YTD 2025	YTD 2024	% CHG	ADULT		JUV		Total	
								Sep/2025	YTD	Sep/2024	YTD	Sep	YTD
	MISCELLANEOUS ACTIVITIES (6000)	0	0	0%	0	0	0%	0	0	0	0	0	0
	INVESTIGATIVE ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
	COURT / WARRANT ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
	<b>Group F Totals</b>	<b>4</b>	<b>0</b>	<b>0%</b>	<b>45</b>	<b>1</b>	<b>4400%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
8000	MISCELLANEOUS DEALER ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
	<b>Group I Totals</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Totals for all Groups</b>	<b>367</b>	<b>317</b>	<b>15.77%</b>	<b>3243</b>	<b>2510</b>	<b>29.20%</b>	<b>5</b>	<b>49</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>49</b>



# CLEAR-065 MONTHLY SUMMARY OF OFFENSES

PERIOD 09/01/2025 Thru 09/30/2025



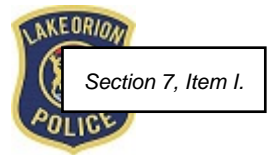
All offenses that were Attempted or Completed

CLASS	Description	Sept/2025	Sept/2024	% CHG	YTD 2025	YTD 2024	% CHG	ARRESTS					
								ARRESTS		JUV		Totals	
								Sept/2025	YTD	Sept/2025	YTD	Sept	YTD
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DE	0	0	0%	0	1	-100.0%	0	0	0	0	0	0
11003	SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGRE	0	0	0%	1	0	100.0%	0	1	0	0	0	1
13001	NONAGGRAVATED ASSAULT	0	0	0%	3	3	0%	0	2	0	0	0	2
13002	AGGRAVATED/FELONIOUS ASSAULT	0	0	0%	3	7	-57.1%	0	3	0	0	0	3
13003	INTIMIDATION/STALKING	1	0	0%	1	4	-75.0%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	0	0	0%	1	1	0%	0	0	0	0	0	0
23003	LARCENY -THEFT FROM BUILDING	0	0	0%	1	2	-50.0%	0	0	0	0	0	0
23007	LARCENY -OTHER	0	0	0%	2	1	100.0%	0	1	0	0	0	1
25000	FORGERY/COUNTERFEITING	0	0	0%	1	0	100.0%	0	0	0	0	0	0
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE G	0	0	0%	3	5	-40.0%	0	0	0	0	0	0
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	0	0%	2	1	100.0%	0	1	0	0	0	1
26005	FRAUD -WIRE FRAUD	1	0	0%	1	1	0%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	0	0	0%	1	3	-66.7%	0	0	0	0	0	0
26008	FRAUD - HACKING/COMPUTER INVASION	0	0	0%	1	0	100.0%	0	0	0	0	0	0
29000	DAMAGE TO PROPERTY	2	0	0%	6	9	-33.3%	1	1	0	0	1	1
30002	RETAIL FRAUD -THEFT	0	0	0%	2	1	100.0%	0	1	0	0	0	1
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	0	0	0%	0	1	-100.0%	0	0	0	0	0	0
52001	WEAPONS OFFENSE- CONCEALED	1	0	0%	1	0	100.0%	1	1	0	0	1	1
<b>Totals for Part A</b>		<b>5</b>			<b>30</b>		<b>-25.00%</b>	<b>2</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>11</b>
26006	FRAUD -BAD CHECKS	0	0	0%	1	0	100.0%	0	0	0	0	0	0
48000	OBSTRUCTING POLICE	0	0	0%	3	3	0%	0	0	0	0	0	0
50000	OBSTRUCTING JUSTICE	1	1	0%	4	2	100.0%	0	0	0	0	0	0
53001	DISORDERLY CONDUCT	0	0	0%	3	2	50.0%	0	1	0	0	0	1
53002	PUBLIC PEACE -OTHER	0	0	0%	4	6	-33.3%	0	1	0	0	0	1
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	0%	1	0	100.0%	0	1	0	0	0	1
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR	1	0	0%	9	6	50.0%	0	8	0	0	0	8
57001	TRESPASS	0	0	0%	5	10	-50.0%	0	0	0	0	0	0
62000	CONSERVATION	0	0	0%	0	3	-100.0%	0	0	0	0	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	2	2	0%	4	10	-60.0%	0	1	0	0	0	1



# CLEAR-065 MONTHLY SUMMARY OF OFFENSES

PERIOD 09/01/2025 Thru 09/30/2025



All offenses that were Attempted or Completed

CLASS	Description	Sept/2025	Sept/2024	% CHG	YTD 2025	YTD 2024	% CHG	ARRESTS						
								ARRESTS		JUV		Totals		
								Sept/2025	YTD	Sept/2025	YTD	Sept	YTD	
<b>Totals for Part B</b>		<b>4</b>	<b>3</b>	<b>33.33%</b>	<b>34</b>		<b>-19.05%</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>
2800	JUVENILE OFFENSES AND COMPLAINTS	3	0	0%	14	10	40.0%	0	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	26	5	420.0%	92	31	196.8%	1	13	0	0	1	13	
3000	WARRANTS	3	2	50.0%	14	10	40.0%	1	9	0	0	1	9	
3100	TRAFFIC CRASHES	14	9	55.6%	108	110	-1.8%	0	0	0	0	0	0	
3200	SICK / INJURY COMPLAINT	16	22	-27.3%	101	100	1.0%	0	0	0	0	0	0	
3300	MISCELLANEOUS COMPLAINTS	105	95	10.5%	1037	883	17.4%	0	1	0	0	0	1	
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%	8	5	60.0%	0	0	0	0	0	0	
3500	NON - CRIMINAL COMPLAINTS	113	119	-5.0%	1022	708	44.4%	0	0	0	0	0	0	
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	12	21	-42.9%	229	171	33.9%	0	0	0	0	0	0	
3800	ANIMAL COMPLAINTS	1	3	-66.7%	20	12	66.7%	0	0	0	0	0	0	
3900	ALARMS	7	10	-30.0%	109	68	60.3%	0	0	0	0	0	0	
<b>Totals for Part C</b>		<b>300</b>	<b>286</b>	<b>4.90%</b>	<b>2754</b>		<b>30.65%</b>	<b>2</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>23</b>	
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	38	23	65.2%	277	139	99.3%	0	1	0	0	0	1	
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	9	5	80.0%	32	41	-22.0%	0	0	0	0	0	0	
4200	PARKING CITATIONS	4	0	0%	46	1	4500.0%	0	0	0	0	0	0	
4300	LICENSE / TITLE / REGISTRATION CITATIONS	1	0	0%	17	8	112.5%	0	1	0	0	0	1	
4400	WATERCRAFT CITATIONS	2	0	0%	5	0	500.0%	0	0	0	0	0	0	
4500	MISCELLANEOUS A THROUGH UUUU	0	0	0%	3	1	200.0%	0	0	0	0	0	0	
<b>Totals for Part D</b>		<b>54</b>	<b>28</b>	<b>92.86%</b>	<b>380</b>		<b>100.00%</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	
6000	MISCELLANEOUS ACTIVITIES (6000)	2	0	0%	24	0	2400.0%	0	0	0	0	0	0	
6100	MISCELLANEOUS ACTIVITIES (6100)	2	0	0%	21	1	2000.0%	0	0	0	0	0	0	
<b>Totals for Part F</b>		<b>4</b>			<b>45</b>		<b>#####</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Group Crimepart Totals</b>		<b>367</b>	<b>317</b>	<b>15.8%</b>	<b>3243</b>	<b>2381</b>	<b>0.36</b>	<b>4</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>48</b>	
<b>Totals for all Groups:</b>		<b>367</b>	<b>317</b>	<b>15.8%</b>	<b>3243</b>		<b>36.2%</b>	<b>4</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>48</b>	

# Lake Orion Police Monthly Ordinance Report

<b>MONTH: Sept 2025</b>					
<b>Item:</b>	<b>Hammond</b>	<b>Stalker</b>			<b>Total</b>
Vehicles Checked	3				3
Vehicles Tagged					0
Vehicles Towed					0
Abandoned Vehicle Tickets					0
Finger Prints	5	3			8
Ticketed Ordinance Violations	2	2			4
Junk/ garbage Investigated	1				1
Ordinance Warnings	3				3
Tall Grass/Weeds Violations					0
Zoning Issues	5				5
Handicap Parking Tickets					0
Other Parking Tickets					0
Snow/ Snow Removal Violations					0
Property Maintenance/ Inspections	3				3
Sign Violations	10	8			18
Vehicle Lockouts					0
<b>TOTAL:</b>	<b>32</b>	<b>13</b>			<b>45</b>
Hours Worked	120	112			232
Hours in HUD District (CDBG)	20	18			38

Citation Nu	Issue Date	LPN & State	Violation T	Payment S	Citation St	Amount Du
1	90726212	9/26/2025	No Parking	Paid	Paid	\$0.00
2	90726299	9/26/2025	No Parking	Paid	Paid	\$0.00
3	90697510	9/24/2025	Parked Left	Paid	Paid	\$0.00
4	90644139	9/23/2025	No Parking	Paid	Paid	\$0.00
5	90613738	9/21/2025	No Parking	Unpaid	Unpaid	\$20.00
6	90613737	9/21/2025	No Parking	Unpaid	Warning	\$0.00
7	90613712	9/21/2025	No Parking	Paid	Paid	\$0.00
8	90613739	9/21/2025	No Parking	Unpaid	Warning	\$0.00
9	90397291	9/14/2025	Public Park	Unpaid	Unpaid	\$20.00
10	90397288	9/14/2025	Handicap P	Paid	Paid	\$0.00
11	90380309	9/13/2025	No Parking	Unpaid	Unpaid	\$20.00
12	90354408	9/12/2025	No Parking	Paid	Paid	\$0.00
13	90354452	9/12/2025	No Parking	Unpaid	Unpaid	\$20.00
14	90354409	9/12/2025	No Parking	Paid	Paid	\$0.00
15	90206243	9/7/2025	No Parking	Paid	Paid	\$0.00
16	90206265	9/7/2025	No Parking	Paid	Paid	\$0.00
17	90206264	9/7/2025	No Parking	Paid	Paid	\$0.00
18	90206220	9/7/2025	No Parking	Unpaid	Unpaid	\$20.00
19	90206266	9/7/2025	No Parking	Paid	Paid	\$0.00
20	90206221	9/7/2025	No Parking	Paid	Paid	\$0.00
21	90119834	9/3/2025	Parked Left	Unpaid	Unpaid	\$20.00
22	90119749	9/3/2025	Parked Left	Paid	Paid	\$0.00

Amount Pa	Base Citat	Escalation /	Adjustmen	Issuing Officer	Officer Nur	VIN	Vehicle Ma
\$20.00	\$15.00	\$0.00	\$0.00	BRIAN MARTINEZ	13		Jeep
\$20.00	\$15.00	\$0.00	\$0.00	BRIAN MARTINEZ	13		Ford
\$20.00	\$15.00	\$0.00	\$0.00	BRIAN MARTINEZ	13		Chevrolet
\$20.00	\$15.00	\$0.00	\$0.00	Anne Pirkle	106		Jeep
	\$15.00	\$0.00	\$0.00	Ryan Hammond	108		Chevrolet
	\$0.00	\$0.00	\$0.00	Ryan Hammond	108		Chevrolet
\$20.00	\$15.00	\$0.00	\$0.00	Ryan Hammond	108		Jeep
	\$0.00	\$0.00	\$0.00	Ryan Hammond	108		Jeep
	\$15.00	\$0.00	\$0.00	Anne Pirkle			Audi
\$105.00	\$100.00	\$0.00	\$0.00	Anne Pirkle	106		GMC
	\$15.00	\$0.00	\$0.00	Shane Hockney	107		Buick
\$20.00	\$15.00	\$0.00	\$0.00	Shane Hockney	107		Kia
	\$15.00	\$0.00	\$0.00	Shane Hockney	107		Subaru
\$20.00	\$15.00	\$0.00	\$0.00	Shane Hockney	107		Ford
\$20.00	\$15.00	\$0.00	\$0.00	Ryan Hammond	108		Honda
\$20.00	\$15.00	\$0.00	\$0.00	Ryan Hammond	108		Volkswage
\$20.00	\$15.00	\$0.00	\$0.00	Ryan Hammond	108		Ford
	\$15.00	\$0.00	\$0.00	Ryan Hammond	108		Chevrolet
\$20.00	\$15.00	\$0.00	\$0.00	Ryan Hammond	108		Jeep
\$20.00	\$15.00	\$0.00	\$0.00	Ryan Hammond	108		Ford
	\$15.00	\$0.00	\$0.00	Ryan Hammond	108		Ford
\$20.00	\$15.00	\$0.00	\$0.00	Ryan Hammond	108		Chevrolet

Vehicle Model	Vehicle Color
Grand Cherokee	White
Bronco	White
Silverado 1500	Black
Grand Cherokee	White
Trax	White
Trax	White
Cherokee	Black
Grand Cherokee	Grey
S5	Black
Terrain	White
Envision	Black
Sorento	White
Outback	Green
Bronco	Cream
Civic	Grey
Touareg	Black
Explorer	White
Tahoe	Silver
Grand Cherokee	Grey
F-150	Silver
F-250 Super Duty	White
Silverado	Silver



	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Sep Total	YTD	
<b>COMMAND STAFF</b>																																	
Cmdr BAUER																																	154
Asst Cmdr TRENZI																																	151
Sgt AIELLO				2					2					2	2																	8	122
Sgt ROHRBORN												6																				6	78
Sgt HAMMOND					9									2																		11	90
<b>RESERVE OFFICERS</b>																																	
Ofc CAMPO														2							8											10	123
Ofc DREW																																	20
Ofc CHAN					8								9	4					8													28	205
Ofc ROLLER																											8					8	64
Ofc KIMBALL																																	20
Ofc MAZZOLA																																	49
Ofc MIRKU																																	
Ofc BERRY													6																			6	57
Ofc WARD																																	10
Ofc WOLFF																																	
Ofc MIHACSI																																	8
Ofc SERRAIOCO																																	40
Ofc STALKER																						8										8	134
Ofc RYAN HAMMOND																																	26
Ofc KUCHENMEISTER																																	26
<b>September Total</b>																																	
September Total				2	17				2				21	10	2					8	16						8				86	1373	



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
<b>RESERVE COMMAND STAFF</b>													
Cmdr BAUER	19	13	33		19	28	28	15					154
Asst Cmdr TRENZI	10	11	21		33	20	21	36					151
Sgt AIELLO	10	8	12	8	28	10	18	20	8				122
Sgt ROHRBORN	10	8	8		20		16	10	6				78
Sgt HAMMOND	8	8	8		31	17	2	5	11				90
<b>RESERVE OFFICERS</b>													
Ofc CAMPO	12	10	11	10	23	8	24	15	10				123
Ofc DREW					4	4	6	7					20
Ofc CHAN	16	17	9	21	37	15	26	37	28				205
Ofc ROLLER						14	12	30	8				64
Ofc KIMBALL	4		3			7	6						20
Ofc MAZZOLA				5	16	8	12	9					49
Ofc MIRKU													
Ofc BERRY						11	18	22	6				57
Ofc WARD					2	8							10
Ofc WOLFF													
Ofc MIHACSI	4				4								8
Ofc SERRAIOCO	8		8	15			1	8					40
Ofc STALKER	20	8	9	8	21	26	15	19	8				134
Ofc RYAN HAMMOND	25				2								26
Ofc KUCHENMEISTER					8		8	10					26
<b>TOTAL RESERVE SUPPORT HOURS</b>													
Month Total	145	83	122	67	236	175	204	231	85.5				
												<b>YTD Total</b>	<b>1373</b>

Inactive  
 In police academy  
 In Police Reserve Academy



**COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** October 6, 2025

**TOPIC:** Approval of Special Event – Orion Lighted Christmas Parade

**BACKGROUND BRIEF:**

The Orion Lighted Christmas Parade is a beloved annual tradition in the community, typically held in early December. Known for its festive, light-filled floats and strong community spirit, the parade brings together local schools, organizations, businesses, and families to celebrate the holiday season.

This is the 30<sup>th</sup> year the parade has been held, featuring music, dancing, themed floats, and a grand appearance by Santa Claus. Thousands of spectators attend each year, making it one of the area’s most anticipated holiday events.

Organized with the help of volunteers and local sponsors, the parade not only spreads cheer but also supports downtown businesses and fosters community pride. It’s a festive kickoff to the holiday season and a cherished part of Lake Orion’s small-town charm.

Bill Kokenos of Orion Area Parade Group submitted a Special Event Permit Application on September 24, 2025, for the annual Orion Lighted Christmas Parade. The event is scheduled for Saturday, December 6, 2025, from 6:00 PM to 9:00 PM, following the traditional route from Blanche Sims Elementary School to Lake Orion School Administration Building.

**RECOMMENDED MOTION:**

To adopt Resolution No. 2025-038 approving the “Orion Lighted Christmas Parade” Special Event Permit and the License Agreement between the Village of Lake Orion and the Orion Area Parade Group represented by Bill Kokenos, for the event to be held on December 6, 2025, and to authorize the Village Council President and Village Clerk to execute the agreement on behalf of the Village.



VILLAGE OF LAKE ORION  
COUNTY OF OAKLAND  
STATE OF MICHIGAN

RESOLUTION NO. 2025-038

A RESOLUTION APPROVING A SPECIAL EVENT PERMIT APPLICATION FOR THE  
ORION LIGHTED CHRISTMAS PARADE  
AND AUTHORIZING THE EXECUTION OF A LICENSE AGREEMENT

- VOTING YEA:
- VOTING NAY:
- ABSENT:
- MOTION:

**RESOLVED:** To approve the Special Event Permit Application submitted by Bill Kokenos on behalf of the Orion Area Lighted Parade Group, requesting the use of various Village properties on Saturday, December 6, 2025, from 3:00 PM to 9:00 PM, for the “Orion Lighted Christmas Parade,” as outlined in the application.

**Public Areas to be Utilized:**

- **Parking:** All parking lots and streets throughout the Village, except those along the parade route.
- **Parade Route Streets:** Florence Avenue, Flint Street, Anderson Street, Front Street, Broadway Street, and Elizabeth Street.
  - **Parade Route:** From Blanche Sims Elementary School to the LOCS Administration Building.
  - **Setup and Lineup:** Begins at 3:00 PM.
  - **Parade Start Time:** 6:00 PM.

**Municipal Equipment Requested:**

- Barricades
- Cones

- Temporary closure signages
- Electrical connections

**FURTHER RESOLVED:** To approve the License Agreement between the Village of Lake Orion and Orion Area Lighted Parade Group, and to authorize the Village Council President and Village Clerk to execute the agreement on behalf of the Village.

**FURTHER RESOLVED:** To approve the Sign Permit for the Orion Lighted Christmas Parade, as submitted.

**FURTHER RESOLVED:** This approval is contingent upon compliance with the following conditions:

**Administrative Requirements:**

1. A Certificate of Insurance listing the Village of Lake Orion as a Certificate Holder and named as an Additional Insured must be provided to the Village prior to the event.
2. All tents and temporary structures must be properly secured in case of inclement weather or high winds.
3. Cleanup of the event area is the responsibility of the applicant.
4. Additional trash receptacles must be provided by the applicant.

**Police Department Requirements:**

1. Event staff and on-site manager contact information (cell phone numbers) must be provided to the Police Department at least 24 hours before the event.
2. The Police Department will direct the placement of all required barricades for parking lot and any approved street closures.
3. The applicant shall be responsible for reimbursing the Village for all police resources and related ancillary costs dedicated exclusively to this event. This policy is intended to ensure full cost recovery, and the applicant will be billed for the actual costs incurred. This includes, but is not limited to, staffing of the event, time spent on event planning, coordination meetings, site inspections, and setup.
4. At a minimum, one dedicated police officer must be assigned to the event from start to finish. The need for additional staffing will be evaluated during planning meetings with the Chief of Police or their designee.
5. Upon request, the Chief of Police may provide a preliminary cost estimate for police services. The final invoice will reflect only the actual costs of police services provided. Note: The reimbursement requirement outlined in Item #4 is waived for 2025 and will take effect January 1, 2026.
6. A pre-planning meeting with the Chief of Police or their designee is required for all events involving dedicated police resources. To schedule this meeting, please contact Chief Mark Amundson at [amundsonm@lakeorionpolice.org](mailto:amundsonm@lakeorionpolice.org).
7. A list of all approved vendors conducting sales within the event shall be provided to the Police Department, if applicable.

**DPW Requirements:**

- 1. Use of Village orange cones is subject to availability.
- 2. The DPW will not provide extension cords or cord covers.
- 3. Village properties will be properly maintained by DPW prior to the event.

**Fire Department Requirements:**

The Orion Township Fire Department approves the Halloween Extravaganza, with the following conditions:

- 1. Parking is not permitted in the Fire Station parking lot or along Anderson Street.

THIS RESOLUTION WAS DULY ADOPTED BY LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, OCTOBER 13, 2025.



Sonja Stout  
Village of Lake Orion

**CERTIFICATION**

I, Sonja Stout, duly appointed Clerk of the Village of Lake Orion, Oakland County, Michigan, do hereby certify that the foregoing is a true and correct copy of Resolution No. 2025-038 adopted by the Village of Lake Orion Village Council at its regular meeting held on the 13<sup>th</sup> day of October 2025.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan this 13<sup>th</sup> day of October 2025.



Sonja Stout  
Village of Lake Orion Clerk/Treasurer

DATED: October 14, 2025



Special Event  
**SE-2025-011**

Balance  
**\$0.00**

Applicant	Application #	Submitted	Issued	Starts	Expires	Identifier
Bill Kokenos	ZWW-JWH	Sep 24, 2025	Oct 7, 2025	Dec 6, 2025	Dec 5, 2026	--

### Applicant Information

**APPLICANT**  
**Bill Kokenos**

✉ b21koko@gmail.com

☎ (248) 802-5521

📄 1491 S Lapeer Rd, Lake Orion, MI 48360

📍 Same as mailing address

**Agent**

**AGENT**  
**Bill Kokenos**

✉ b21koko@gmail.com

☎ (248) 802-5521

📄 1491 S Lapeer Rd, lake orion, MI 48360

📍 Same as mailing address

### Internal

#### Conditions

##### Police Reimbursement:

The applicant shall be responsible for reimbursing the Village for all police resources and related ancillary costs dedicated exclusively to this event. This policy is intended to ensure full cost recovery, and the applicant will be billed for the actual costs incurred. This includes, but is not limited to, staffing of the event, time spent on event planning, coordination meetings, site inspections, and setup.

At a minimum, one dedicated police officer must be assigned to the event from start to finish. The need for additional staffing will be evaluated during planning meetings with the Chief of Police or their designee.

Upon request, the Chief of Police may provide a preliminary cost estimate for police services. The final invoice will reflect only the actual costs of police services provided. (WAIVED FOR 2025, Will begin effective January 1, 2026)

##### Pre-Planning Meeting with Chief of Police:

A pre-planning meeting with the Chief of Police or their designee is required for all events involving dedicated police resources.


To schedule this meeting, please contact Chief Mark Amundson at amundsonm@lakeorionpolice.org.

##### Vendors:

A list of all approved vendors conducting sales within the event shall be provided to the Police Department if applicable.

Issued By: 

N/A

**Internal Notes - Employee Communication** 

Applicant responded on 10/1/2025 that they cannot get the Certificate of Insurance not until November and it's every year that this happens. - LBlough

Approved Event: 


N/A

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General Information

**Event Location**

**2 S BROADWAY ST**  
LAKE ORION, MI 48362-3108



**Event Locations**

Blanche Sims School to the Lake Orion School Administration building

**Zoning District**

DC - Downtown Center

**Event Name**

Orion Lighted Christmas Parade

**Event Details**

Orion Lighted Christmas Parade with Bands, floats walkers and more

**Date / Hours of Event**

12/06/25 3:00 pm to 9:00pm

**Date / Hours of Set-up and Tear Down**

3:00 pm till 9:00pm

**Event Map**

[Orion Lighted Parade Event Map.pdf](#)

**Street Closures and / or Parking Lot closures necessary?**

Yes

**If yes, how many days?**

N/A

**If yes, describe**

This is handled by the LOPD

**Green's Park Reservation?**

No

**Green's Park Reservation Date/Hours**

N/A

**Gazebo Rental?**

No

**Gazebo Rental Date/Hours**

N/A

**Coordinating Event Details**

none

**Coordinating with Another Event?**

No

**If yes, Event Name**

N/A

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Event Details

**Type of Event**

Group

**Status**

Non-Profit

**If Non-Profit, provide proof of non-profit status**

[tax exempt doc \(1\).pdf](#)

**Is this event expected to occur next year?**

Yes

**If Yes, provide next year's specific dates**

12/5/26

**If this event a Fund raiser?**

No

**If YES, indicate beneficiary information**

N/A

**Is this the first time the event is being held in Village of Lake Orion?**

No

**Describe above selection**

This is our 30th year doing the parade in Lake Orion

**Was this event previously held outside the Village of Lake Orion?**

No

**Describe above selection**

no

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Event Details (continued)

**Total estimated attendance each day**

**What parking arrangements will be necessary to accommodate attendance?**

LOPD has the parking arrangements

**Parking Plan**

[Orion Lighted Parade Event Map.pdf](#)

**How will trash be handled?**

DPW does this

**Is amplification of music or speakers planned or anticipated?**

Yes

**If yes, describe**

3:00 pm till 8:30 pm Announcers will be announcing from the stage and speakers will be down Broadway from Front St to Flint St

**Will tents be used?**

Yes

**If yes, indicate number of tents, use of each, location and size**

1 20 x 40 tent for Santa and Mrs Claus to meet and greet the community. In parking lot next to Congresswoman McClain's office

**Portable restrooms**

Yes

**If yes, number of portable restrooms and location**

2 portable restrooms Flint and Anderson and Shadbolt and Anderson

---

Food / Alcohol / Merchandise

**Will alcoholic beverages be served?**

No

**If yes, describe**

N/A

**Is liquor license issued by the State of Michigan?**

N/A

**If yes, whose name is the license issued to**

N/A

**Copy of License**

**Will food and beverages be sold?**

No

**If yes, describe**

**Will merchandise be sold?**

N/A

Yes

**If yes, describe**

Possible local business will sell from their store fronts

---

Request Use of Village Equipment ONLY

**Use of Equipment Start (Day / Time)**

LOPD uses equipment 12/06/25 times 3:00 pm till 9:00 pm

**Use of Equipment End (Day / Time)**

12/06/25 time unknown

**Barricades/Traffic Cones**

Yes

**If yes, describe**

LOPD has control

**Temporary Closure Signage**

Yes

**Trash Cans**

No

**Electrical Connections**

Yes

**If yes, describe**

We will use plugs by the trees and light poles

**Water**

No

**If yes, describe**

N/A

**Emergency Fire Equipment, such as ambulance**

Yes

**If yes, describe**

Orion Fire Dept will be near for any and all emergencies

**Other Village Services**

No

**If yes, describe**

N/A

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Municipal Equipment

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Event Signs

Will this event include the use of signs?

Yes

**Location(s) of Sign**

PNC bank property, Greens Parks fence and American Legion's fence

**Sign Dimensions**

3 x 8 feet

**Sign Sketch Plan**

[Orion Lighted Parade Sign.pdf](#)

**Location Map**

**Temporary Display Start**

Nov 22, 2025

**Temporary Display End**

Dec 7, 2025

**Quantity of Temporary Signs**

3

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Certifications and Signatures

**Signature of Sponsoring Organization's Agent**

[20250923 WNK signature \(1\).pdf](#)

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Hold Harmless Agreement

**Hold Harmless Agreement**

[Hold Harmless.pdf](#)

**Fees**

Application Fee	\$25.00
Special Event - Right Of Way	\$75.00
Application Fee	\$25.00
Sign Fee	\$75.00
<b>TOTAL</b>	<b>\$200.00</b>
<b>PAID</b>	<b>\$200.00</b>
<b>BALANCE DUE</b>	<b>\$0.00</b>

## Transaction Log

<b>09/24/2025</b>	<b>Payment</b>	<b>Card</b>	<b>\$100.00</b>
Non-refundable convenience fee of \$6.00			
<b>10/01/2025</b>	<b>Payment</b>	<b>Cash</b>	<b>\$100.00</b>
Mr. Kokenos paid \$100 in the office on 10/1/2025 for the Sign Permit, Receipt #52177.			

## Communication

**Lynsey B** October 1, 8:42 AM

Good morning, Mr. Kokenos,

Thank you for submitting your special event application for the Orion Lighted Parade.

We noticed that the Event Map you attached is from 2024. It may have been uploaded by mistake—could you please send us the updated Event Map for 2025 with the correct event date?

Your application also indicates that you plan to put up signs. The total fee for signage is \$100 (\$25 application fee + \$75 temporary sign fee). Please let us know if you'd like to proceed with this so we can include it in the permit.

Additionally, we have not yet received a copy of your insurance. When you're able, please provide a certificate that lists the Village of Lake Orion as both the Certificate Holder and Additional Insured.

If you have any questions, feel free to reach out. We're happy to help.

Thank you!

**Lynsey B** October 1, 9:49 AM

Hi Mr. Kokenos,

Thank you for your prompt response. We've updated the event map based on the version you sent over.

Regarding the sign, could you please provide a sketch plan that includes the wording or graphics of the sign?

We've also noted that you'll be providing the insurance certificate in November.

Thanks again!

## Workflow

### 1. Payment - COMPLETED

Assignee: Lynsey Blough

### 2. Administrative Review - COMPLETED

Assignee: Lynsey Blough

### 3. Dept. of Public Works Review - COMPLETED

Assignee: Wes Sanchez

**4. Public Safety Review - COMPLETED**

Assignee: Mark Amundson

**5. Fire Department Review - COMPLETED**

Assignee: John Pender

**6. Planning & Zoning Review - INACTIVE**

Assignee: Mario Ortega

**7. Village Manager / Council Review - INACTIVE**

Assignee: Darwin McClary

**8. Issue Permit - INACTIVE**

Assignee: Lynsey Blough

# 2025 ORION LIGHTED CHRISTMAS PARADE PARADE ROUTE



**SATURDAY, DECEMBER 6 AT 6 PM**  
**DOWNTOWN LAKE ORION, MI**

SPONSORED BY THE ORION AREA PARADE GROUP

**ORIONLIGHTEDPARADE.COM**

The Orion Area Parade Group is a 501(c)3 non-profit organization.



**GOLLING**  
 BUICK GMC  
 1491 S LAPEER RD | LAKE ORION, MI 48360



Village of Lake Orion

21 E. Church Street  
Lake Orion, Michigan 48362  
Tel 248.693.8391  
Fax 248.693.5874  
[www.lakeorion.org](http://www.lakeorion.org)

**HOLD HARMLESS AGREEMENT**

FOR AND IN CONSIDERATION of the granting by the Village of Lake Orion to permit/allow \*

Activity/Event: ORION LIGHTED CHRISTMAS PARADE 12-6-25 3:00pm - 9:00pm  
 Dates and Time: \_\_\_\_\_  
 General Description of Location: Village of Lake Orion

as requested by the undersigned, the undersigned does hereby agree to fully hold harmless, defend and indemnify the Village of Lake Orion, and all of its officers, officials, agents and employees, with respect to all claims, losses, damages, causes of action, judgments, costs and expenses, including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon, the Village of Lake Orion and/or its officers, officials, agents and employees, by reason of or arising out of the grant or exercise of the rights stated above granted by the Village of Lake Orion to the undersigned.

[Signature]  
Applicant/Property Owner/Contractor Signature\*\*

William N. Kokenos  
Applicant/Property Owner/Contractor Printed Name

9/24/25  
Date

[Signature]  
Witness One Signature \*\*\*

Kim M. LaValley  
Witness One Printed Name

[Signature]  
Witness Two Signature \*\*\*

Elizabeth Butler  
Witness Two Printed Name

\* Applicant MUST provide information regarding what the activity is, date(s), times activity will be held and the areas (public sidewalks, streets, parking spaces, etc.) that are affected.

\*\* If the activity is obstructing public right-of-way for work on private property, the property owner or contractor MUST provide their signature.

\*\*\* The signatures from two (2) witnesses are required.

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE T

Section 7, Item J.

Date:

APR 18 2008

ORION AREA PARADE GROUP  
PO BOX 650  
LAKE ORION, MI 48361

Employer Identification Number:

01-0796196

DLN:

17053096704068

Contact Person:

GINGER L JONES

ID# 31646

Contact Telephone Number:

(877) 829-5500

Public Charity Status:

170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated February 2005, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at [www.irs.gov](http://www.irs.gov).

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,



Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

Letter 1050 (DO/CG)

# Michigan Sales and Use Tax Certificate of Exemption

DO NOT send to the Department of Treasury. Certificate must be retained in the Seller's Records.

This certificate is invalid unless all four sections are completed by the purchaser.

## SECTION 1: TYPE OF PURCHASE

- One-time purchase.  
Order or Invoice Number: \_\_\_\_\_
- Blanket certificate. Recurring business relationship.

The purchaser hereby claims exemption on the purchase of tangible personal property and selected services made from the vendor listed below. This certifies that this claim is based upon the purchaser's proposed use of the items or services, OR the status of the purchaser.

Vendor's Name and Address
---------------------------

## SECTION 2: ITEMS COVERED BY THIS CERTIFICATE

Check one of the following:

1.  All items purchased
2.  Limited to the following items: \_\_\_\_\_

## SECTION 3: BASIS FOR EXEMPTION CLAIM

Check one of the following:

1.  For Resale at Retail. Enter Sales Tax License Number: \_\_\_\_\_
2.  For Lease. Enter Use Tax Registration Number: \_\_\_\_\_

The following exemptions DO NOT require the purchaser to provide a number:

3.  For resale at wholesale
4.  Agricultural Production. Enter percentage: \_\_\_\_\_ %
5.  Industrial Processing. Enter percentage: \_\_\_\_\_ %
6.  Church, Government Entity, Nonprofit School, or Nonprofit Hospital (Circle type of organization)
7.  Nonprofit Internal Revenue Code Section 501(c)(3) or 501(c)(4) Exempt Organization (must provide IRS authorized letter with this form)
8.  Nonprofit Organization with an authorized letter issued by the Michigan Department of Treasury prior to June 1994 (must provide copy of letter with this form)
9.  Rolling Stock purchased by an Interstate Motor Carrier
10.  Other (explain): \_\_\_\_\_

## SECTION 4: CERTIFICATION

I declare, under penalty of perjury, that the information on this certificate is true, that I have consulted the statutes, administrative rules and other sources of law applicable to my exemption, and that I have exercised reasonable care in assuring that my claim of exemption is valid under Michigan law. In the event this claim is disallowed, I accept full responsibility for the payment of tax, penalty and any accrued interest, including, if necessary, reimbursement to the vendor for tax and accrued interest.

Type of Business (see codes on page 2) 15	Business Name Orion Area Parade Group
Business Address P. O. Box 650, Lake Orion, 48360-0650	City, State, ZIP Code Lake Orion, MI 48362
Business Telephone Number (include area code) (248) 693-3152	Name (Print or Type)
Signature and Title	Date Signed



**ORION**  
ORION AREA PARADE GROUP  
ORION AREA PARADE GROUP

ORION AREA PARADE GROUP



# Charter Township of Orion

3365 Gregory Rd., Lake Orion MI 48359  
www.oriontownship.org

**Fire Department**  
Phone: (248) 391-0304, ext. 2000  
Fax: (248) 309-6993

October 7, 2025

Village of Lake Orion  
21 E. Church Street  
Lake Orion, MI 48362

RE: Orion Lighted Christmas Parade\_2025

Lake Orion Village Council,

It is the recommendation of the Orion Township Fire Department that the event, Orion Lighted Christmas Parade, be approved with the following condition.

1. There shall be no parking in the Fire Station parking lot or along Anderson Street.

*John Pender*

John Pender, Assistant Fire Chief  
Orion Township Fire Department



**COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** October 13, 2025

**TOPIC:** Downtown Development Authority Board Re-appointments

**BACKGROUND BRIEF:**

The By-laws and governing documents of the Village of Lake Orion Downtown Development Authority (DDA) place the power of appointment to affirm and appoint servicing Board Members within the authority of the Village Council President.

The DDA board presently has two members whose terms are expiring October 31, 2025 and they are:

- Deborah Burgess is an owner member whose term was a four-year term set to expire on October 31, 2025.
- Hank Lorant is a resident of the DDA district whose term was a four-year term set to expire on October 31, 2025.

The Downtown Development Authority Board consists of nine members of which five members shall be persons having an interest in property located in the downtown district, one member shall be a resident of the district, and two members (maximum) can be members at large and one member is the Village President all of which shall be appointed by the Village President subject to the majority approval by the members of the Village Council. President Rutt is requesting to re-appoint Deborah Burgess and Hank Lorant to another four-year term with the term to expire on October 31, 2029.

**RECOMMENDED MOTION:**

To re-appoint Deborah Burgess and Hank Lorant to four-year terms on the Downtown Development Authority Board, terms to expire on October 31, 2029 and is subject to approval of Village Council.

**VILLAGE OF LAKE ORION**  
**DOWNTOWN DEVELOPMENT AUTHORITY BOARD**

Section 7, Item K.

**Rev. 12/01/2024 (INTERNAL)**

Meets	2nd Tuesday of Each Month - 6:30 pm except where noted on present calendar - Council Chambers		
Regulated by	Public Act (PA) 57 of 2018 and Ordinance No. 35.01, 36.01, 36.02		
Membership	Nine Members		
	Village Council President	Appointment shall be made by Village Council President	
	(8) Specific requirements	At least five (5) shall be persons having an interest in property located in the downtown district. (PI)	
		At least one (1) member must be a resident of the District (RI)	
Maximum two (2) members at large			
Terms	Village Council President: runs from election to election Other members: Four (4) years		
Vacancies	Appointment shall be made by Village Council President for the unexpired term		
Offices	Chairman, Vice-Chairman, Secretary, and Treasurer Elected each November for one-year terms		

ADMINISTRATIVE STAFF			
Name	Address	Contact	Hired
Matt Gibb DDA Executive Director	118 N. Broadway Lake Orion, MI 48362	(248) 693-9742 (248) 693-9749 fax	April 2024 - Present
Janet Bloom DDA Assistant Director	118 N. Broadway Lake Orion, MI 48362	(248) 693-9742	December 2023 - Present
Emily Dziegielewski Office Coordinator	118 N. Broadway Lake Orion, MI 48362	(248) 693-9742	November 2024 - Present
Sonja Stout Clerk/Treasurer	21 E. Church Lake Orion, MI 48362	(248) 693-8391 x 102	May 2023 - Present
Lynsey Blough Deputy Clerk/Treasurer	21 E. Church Lake Orion MI 48362	(248) 693-8391 x 103	April 2024 - Present
Darwin McClary Village Manager	21 E. Church Lake Orion MI 48362	(248) 693-8391 x 101	December 2022 - Present

## DOWNTOWN DEVELOPMENT AUTHORITY BOARD MEMBERS

Member	Address/Email	Telephone	Appointed	Offices Held	Term Expires*
Chris Barnett Orion Twp Supervisor (PI) Elected Official	c/o Charter Township of Orion 2323 Joslyn Rd Lake Orion, MI 48360 <a href="mailto:cbarnett@oriontownship.org">cbarnett@oriontownship.org</a>		11/26/2012 11/9/2015 10/14/2019 11/15/2024		10/31/2015 10/31/2019 10/31/2023 10/31/2027
Deborah Burgess (PI) Chairperson Owner - Builders Custom Flooring	11 S Broadway (work)		11/9/2009 10/15/2013 10/23/2017 11/8/2021	Secretary 12/9/2014 11/10/2015 Vice Chair 11/22/2016 Chair 11/14/2017 11/13/2018 11/12/2019 11/10/2020	10/31/2017 10/31/2021 10/31/2025
Lloyd Coe (PI) Owner – Ed’s Costume & Gifts	2 S Broadway (work)		11/13/2018		10/31/2022 10/31/2026
Sam Caruso (PI) Secretary Owner – Caruso Chiropractic	25 S Lapeer Lake Orion, MI 48362 (work)		4/9/2019 9/28/2020 11/15/2024	Secretary 11/12/2019 11/10/2020	10/31/2020 10/31/2024 10/31/2028
Alaina Campbell (PI) Owner – Cookies & Cream	20 Front St Lowel Level		3/14/2022	K. Horvath term	10/31/2026
Sally Medina (PI) (RI) Owner – Broadway Embroidery Owner – Heritage Spinning & Weaving	24 N Broadway Lake Orion, MI 48362		3/14/2022	J Sheridan term	10/31/2022 10/31/2026
Hank Lorant Resident of DDA District (RI) Planning Commission Orion Art Center Board	Lake Orion, MI 48362		11/8/2021	Secretary 12/14/2021	10/31/2025
Matthew Shell (At Large) Treasurer	Lake Orion, MI 48362		10/14/2019	Treasurer 11/12/2019 Vice Chair 11/10/2020 Treasurer 12/14/2021	10/31/2023 10/31/2028
Teresa Rutt Village Council President Elected Official	Lake Orion, MI 48362		Automatic Appointment 11/12/2024		11/8/2026



**COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** October 13, 2025

**TOPIC** Parks and Recreation Advisory Committee FY 2026-27 Capital Improvement Projects (CIP) Request

**BACKGROUND BRIEF:**

The Parks and Recreation Advisory Committee has submitted its capital improvement requests for FY 2026-27 for Council consideration next Spring as part of the budget preparation and adoption process. Village Manager McClary has informed the Committee that the requests require additional information as outlined in the guidance provided to the Committee in April 2025. Committee Chair Ford expressed the Committee’s understanding of the need to submit additional information by February 20, 2026.

Attached is the Committee’s request for funding for FY 2026-27 CIP consideration.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

None

**FINANCIAL IMPACT:**

None

**RECOMMENDED MOTION:**

To receive the request from the Parks and Recreation Advisory Committee for consideration for funding for FY 2026-27 Capital Improvement Projects and to consider the same as part of the FY 2026-27 budget preparation process.

October 6, 2025

Mr. Darwin McClary  
Village Manager  
Village of Lake Orion

Subject: 2026-27 Village Budget and CIP Planning

Good Morning Darwin,

On behalf of the Parks & Recreation Advisory Committee, I wish to submit the following projects for inclusion in the upcoming 2026-27 Village Budget and CIP Planning.

They are in priority order:

1. Atwater Basketball Court

We recognize that this project was previously funded in the current 2025-26 Budget Cycle at \$40,000.00, however based on more recent discussions in two recent Council meetings, the \$40,000.00 seems to fall short based on our Village engineering estimates. We are requesting additional funding required to provide the necessary engineering work to complete this project in a way that will enable longevity. We want to make sure we are not cutting any corners that will cause early failure of the court system. Our request is for a court size of 68X50'.

2. Greens Park Pavilion

Greens Park is one of our highest traffic parks and lacks a gathering place for get-togethers. As far back as 2020 (may be earlier) we measured it out, and came up with the dimensions of 20X40'; along with picnic tables, which would be a great addition to this facility. The cost @ that time was between \$40-60,000.00, but could use some assistance in obtaining a better estimate.

The Pavilion selected at that time consisted of: a fabricated powder coating steel and a 24-gauge metal roofing. A powder coated steel and metal was chosen for its durability for the lakeside location as opposed to a wooden pavilion; flooring to be concrete. I will include attachments of our notes.

As you may recall, back around this period the Council asked us to come up with a good source of income. The Pavilion would help to recognize that goal in that it would be a good source of revenue with rentals such as: Family Reunions, Birthday parties, Graduation parties, Weddings, etc.

3. Greens Park Sprinkler System

We would like to get a functional sprinkler system at Greens Park. A non-functional system currently exists, however we don't know if it can be repaired to a working status

or needs to be replaced. We could use some help with this one also in determining what is required to get a functional system. Roughly estimated cost \$15,000.00.

In addition, we want to make you aware that we are planning the following three (3) projects in the coming year utilizing the funds that are currently in the Parks & Rec Budget Capital Outlay line (\$12,757.00). They are:

- 1. Children's Park -  
Two (2) additional shade sails to be purchased and installed @ Children's Park. These will match the existing shade sails in the Park, and be installed over two (2) existing benches.
  
- 2. Greens Park Public Docks -  
We are planning to complete improvements to the public docks at Greens to include: dock bumpers, dock structure to improve stability, adequate cleats with proper spacing, and extending the docks by one sections each to enable safe dockage of a typical pontoon boat.
  
- 3. Atwater Park -  
We plan to purchase and install an additional Swing Set (consisting of 2 standard swings).

We will work with our DPW Director, Wes Sanchez on specifications, pricing, purchase, and installation on each of these projects.

Thank you for your continued support.

Respectfully,

Rosemary C. Ford  
Chairperson, Village of Lake Orion Parks & Recreation Advisory Committee

Cc:  
West Sanchez - Director DPW  
Sonja Stouts - Village Clerk/Treasurer  
Teresa Rutt- Council President  
Village Council Members  
Parks & Recreation Committee Members



**COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** October 13, 2025  
**TOPIC** Request from Council Member Lamb for Revision to Council Rules of Procedure

**BACKGROUND BRIEF:**

Council Member Michael Lamb is requesting that Council consider revising the Village Council rules of procedure to permit individual Council members to submit inquiries directly to the Village Attorney. Attached is Council Member Lamb’s request.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

None

**FINANCIAL IMPACT:**

In the year prior to the 2023 amendment to the Council rules, the Village incurred approximately \$75,000 in attorney fees. After the amendment, the cost for legal fees has decreased by approximately 50%.

**RECOMMENDED MOTION:**

To receive and file the request from Council Member Michael Lamb to amend the Council rules of procedure to permit individual Council members to submit inquiries directly to the Village Attorney.



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** September 13, 2025  
**TOPIC** Revision of Village Council Rules

### BACKGROUND BRIEF:

Sometime in the past the Village Council Rules of Procedure were amended to prohibit Village Council Members from access to the Village Attorney with the exception of the Village Council President and President Pro Tem.

This change is show below:

#### Item G, Page 6

**“Only the Village Manager shall direct or issue requests of the Village consultants and department heads. Except that only the President and President Pro Tem may initiate contact with the Village Attorney insofar as their duties for the Council are concerned. Village consultants shall include the Attorney, Planner, and Engineer.”**

I believe the in the case of the Village Attorney, this rule is defective, in violation of the charter and detrimental to a Village Council Member being able to perform their duties.

No requirement of being a Council Member requires us to be conversant on law. This is the primary reason the Village Attorney directly works for the Village Council in order that they may advise the Village Council Members on matters of law.

In order for a Council Member to make a decision they require access, at a minimum, to simple inquiry to the Village Attorney. It should be up to the Village Attorney to inform the Council Member if a question requires a more complex review or official opinion and advise them the question needs to be directed to the Village Manager for address by the Village Council as a whole. I think an appropriate allowance in the budget for this would be standard policy.

The Charter does not give preferential authority to the Village Council President in this regard.

**“Section 3.6 DUTIES OF PRESIDENT.**

(a) Insofar as required by law, and for all ceremonial purposes, the President shall be recognized as the executive head of the village and shall preside over Council meetings. He shall have an equal voice and vote in the proceeding of the Council, but shall have no veto power.

(b) He shall be a conservator of the peace, and may exercise within the village the powers conferred upon sheriffs to suppress disorder, and shall have the power to command the assistance of all able-bodied citizens to aid in the enforcement of the ordinances of the village, and to suppress riot and disorderly conduct.

(c) He shall authenticate by his signature such instruments as the Council, this Charter, or the laws of the State of Michigan or of the United States shall require.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

Described above

**FINANCIAL IMPACT:**

None

**RECOMMENDED MOTION:**

Remove section from Village Council Rules of Procedure

**ATTACHMENTS:**

Village Council Rules of Procedure



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13, 2025

**TOPIC** Request from Council Member Lamb to Provide for Payment of DDA Bonds from General Obligation Pledge and to Terminate DDA Tax Increment Financing Plan

### BACKGROUND BRIEF:

Council Member Lamb is requesting that Council consider adopting a resolution that would (1) terminate the DDA tax increment financing tax capture; (2) confirm the general obligation pledge of the Village to pay the DDA bonds through the Village's General Fund or tax levies; (3) direct the Village Clerk-Treasurer to budget and pay the DDA bonds from the general funds of the Village; (4) provide notice of the termination of the DDA TIF plan; and (5) authorize Village officers to implement the resolution.

Attached is Council Member Lamb's request.

### SUMMARY OF PREVIOUS COUNCIL ACTION:

None

### FINANCIAL IMPACT:

To be calculated and provided upon Council request.

### RECOMMENDED MOTION:

To receive and file the request from Council Member Michael Lamb to adopt a resolution terminating the DDA tax increment financing tax capture; confirming the general obligation pledge of the Village to pay the DDA bonds through the Village's General Fund or tax levies; directing the Village Clerk-Treasurer to budget and pay the DDA bonds from the general funds of the Village; providing notice of the termination of the DDA TIF plan; and authorizing Village officers to implement the resolution.



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13, 2025

**TOPIC** Review of Village Infrastructure Funding and DDA Tax Increment Tax Capture

### BACKGROUND BRIEF:

#### The Problem:

The Village residents are suffering under a financial burden which continues to grow each year from the unplanned rapid increases in sewer and water bills due to the bond borrowing and anticipated special assessing for road repairs, totaling over \$20+ million. This is estimated at \$15,000 average per parcel not including financing and interest costs.

The current policy, approved by the Village Council, is to increase water and sewer rates and charge special assessments to pay for these projects.

The Village Budget reports indicate that there are adequate current tax revenue coming to the Village to continue general operations and maintain the “status quo”. Some excess tax revenues are available which are slowly increasing our general fund balances due to the general upswing in property values in Oakland County and increased residential development on the lake shore. Our Police Fund is low and not increasing due to lack of revenue. Regular transfers are made from the General Fund to finance our Police.

**There are no current proposals on the table to obtain funding for these projects, or increase revenue for the Police Fund. Funding of these items is a policy issue left up to the Village Council to decide.**

#### How can the Village Council ease the burden on the residents pay for their bills?

The available methods to pay for municipal activity are tax revenues, special assessments and free money (grants, state revenue sharing, etc.) *Raising taxes and special assessments are what we have defined as the problem and free money has been obtained in very limited amounts.*

Currently, the only available funds to pay for these projects are tax funds used elsewhere in the Village.

**The Solution:**

Elimination of the Tax Increment Financing Plan would allow these current and projected tax revenues to pay a large portion of our infrastructure funding.

-Yearend 2025 the Village Total Tax Revenue from the General Millage and Police Millage was \$2,393,334. The Tax Increment Finance Plan captured 522,411 of this total. (Approx. 22%)

-The Village Total Tax Revenue is expected to grow a minimum 3% per year over the next 5 years to \$2,615,261. While the TIFP Village Tax capture is projected to double due to new development already approved to \$1,044,822. (Approx. 40%) Total TIFP capture would exceed \$2,000,000

-With the current DDA bond annual debt payment of \$420,000 being assumed by the Village this would leave a net gain to the Village of \$624,822 to fund approximately \$7,000,000 in bonds.

-Alternatively, these funds could fully fund our road improvement program without borrowing any funds.

-Other ways to spend the money to the advantage of the community can be discussed along the way.

**Collateral Damage:**

-The DDA would lose their current source of funding.

-The Village would have to assume the DDA Bond Debt. However, the Village effectively currently pays the DDA bond debt as the current Village Tax Capture exceeds the bond debt payments and the Village is the actual guarantor of the General Obligation Municipal Bonds.

**Positive Outcomes:**

**-The DDA would not be dissolved** as it is organized under a separate Ordinance than the TIFP.

-The DDA would be funded through June of 2026 under the current tax capture and would have a remaining fund balance in excess of \$2,000,000 to complete or continue its operations should the Village Council choose to fund future operations. The DDA Board is not compensated.

-The Lumberyard project would continue regardless of any outcome. Should the Village or DDA decide to discontinue the DDA function the Village Manager and consultants have the expertise to complete the project. Currently the project has insufficient funds to be completed by the DDA or the Village without an outside private partner or purchaser.

-Currently, there is no defined plan, engineering, architecture or budget for the Lumberyard. This change could provide the DDA board the opportunity to fully focus their efforts on organizing the project toward a successful outcome.

-Village Staff has reported they would have no problems maintaining the Downtown signs, flowers benches and other appurtenances that keep our Village looking smart and attractive at minimal cost.

-The Lake Orion Chamber of Commerce has recently moved into town and was formed to provide business support. This would be an appropriate time for the local business to get more closely integrated into their organization.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

None

**FINANCIAL IMPACT:**

Significant gain in Village Tax Revenue for the benefit of the Community

**RECOMMENDED MOTION:**

**Resolution No. [XXXX]**

**Village of Lake Orion, Michigan**

**Resolution to Provide for Payment of Bonds from General Obligation Pledge and Termination of Tax Increment Financing Plan**

WHEREAS, the Village of Lake Orion previously issued its 2023 Downtown Development Bonds (the “Bonds”) dated April 1, 2023, in the original principal amount of \$5,000,000, secured by a pledge of tax increment revenues derived from the Tax Increment Financing Plan (the “TIF Plan”), and further secured by the full faith and credit of the Village of Lake Orion; and

WHEREAS, the Village of Lake Orion desires to terminate the TIF Plan, thereby releasing the pledge of tax increment revenues; and

WHEREAS, the Bonds shall remain outstanding and are payable from the full faith and credit and taxing power of the Village of Lake Orion, which pledge shall remain in full force and effect until all Bonds are paid in full;

NOW, THEREFORE, BE IT RESOLVED:

1. **Termination of TIF Capture.** Effective [date], the Village of Lake Orion shall no longer capture tax increment revenues under the TIF Plan, and the pledge of such revenues to the Bonds is hereby released.
2. **Confirmation of GO Pledge.** The Village of Lake Orion hereby affirms its full faith and credit and ad valorem tax pledge as security for the Bonds, as provided in the original Bond Resolution. Debt service shall henceforth be paid from general revenues or tax levies as necessary.
3. **Direction to Treasurer.** The Treasurer/Clerk is authorized and directed to budget and provide for payment of principal and interest on the Bonds from the general funds of the Village of Lake Orion.
4. **Notification.** The Clerk shall notify all affected taxing jurisdictions and the Michigan Department of Treasury of the termination of the TIF Plan, and shall provide notice to the bond trustee in accordance with the Bond Resolution.
5. **Authorization of Officers.** The officers of the Village of Lake Orion are authorized and directed to take all actions necessary to implement this Resolution.

Adopted this [day] of [month], [year].

---

Signed,  
Teresa Rutt, President

**ATTACHMENTS:**



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13, 2025

**TOPIC** Review of DDA Downtown District Boundaries

### BACKGROUND BRIEF:

Review of the Village Infrastructure Funding and DDA Tax Increment Tax Capture has brought forward how might we provide for the continuation of the DDA with a reduced financial impact to the Village at large.

The reduction of financial impact to the Village might best be accomplished by a consolidation and reduction of the Downtown Development Authority Downtown District.

Section 125.4203 states: *(5) The governing body of the municipality may alter or amend the boundaries of the downtown district to include or exclude lands from the downtown district pursuant to the same requirements for adopting the ordinance creating the authority.*

Consequently, the Village Council may direct the Village Manager to begin this process by a simple Resolution.

### SUMMARY OF PREVIOUS COUNCIL ACTION:

None

### FINANCIAL IMPACT:

Significant gain in Village Tax Revenue for the benefit of the Community

### ATTACHMENTS:

Proposed consolidated DDA District Parcel Map and List of properties to be included in the reduced district.

### RECOMMENDED MOTION:

- 1) The Village Council hereby resolves to change the boundaries of the Downtown District and directs the Village Manager to take the necessary steps to begin the process.
- 2) To schedule a special meeting of the Village Council to confirm the properties to be contained in the revised Downtown District.

Revised DDA District Assessment Rolland Calculations.xlsx

PARCEL	ADDRESS	PROPERTY CLASS	BASE VALUE	2025 TV	2025 CAPTURE
OL-09-02-330-008	CEMETARY	401	0	0	0
OL-09-02-401-002	315 N PARK BLVD	401	0	0	0
OL-09-02-401-003	465 N PARK BLVD	201	24,000	85,040	61,040
OL-09-02-401-004	425 N PARK BLVD	201	41,600	385,420	343,820
OL-09-02-403-013	450 N PARK BLVD	201	48,300	986,580	938,280
OL-09-02-403-017	180 W CHURCH ST	201	41,800	750,440	708,640
OL-09-02-403-018	350 N PARK BLVD	201	36,700	959,900	923,200
OL-09-02-405-001	289 N PARK BLVD	201	22,600	53,360	30,760
OL-09-02-405-002	162 N ANDREWS ST	201	8,800	20,230	11,430
OL-09-02-405-013		201	3,000	8,550	5,550
OL-09-02-405-014	208 W SHADBOLT ST	201	13,600	13,700	100
OL-09-02-405-015		201	4,500	14,330	9,830
OL-09-02-405-019	209 N PARK BLVD	201	237,300	727,850	490,550
OL-09-02-405-020	188 W SHADBOLT ST	201	18,000	23,230	5,230
OL-09-02-406-014		202	2,500	27,100	24,600
OL-09-02-406-016		202	2,800	24,360	21,560
OL-09-02-406-020	120 W SHADBOLT ST	201	35,600	104,640	69,040
OL-09-02-406-024	107 N LAPEER ST	201	18,700	217,780	199,080
OL-09-02-406-025	250 N PARK BLVD	201	5,100	746,230	741,130
OL-09-02-452-010	25 N PARK BLVD	201	42,900	56,150	13,250
OL-09-02-452-011	89 N PARK BLVD	201	56,500	110,520	54,020
OL-09-02-454-002	45 N LAPEER ST	201	19,000	132,670	113,670
OL-09-02-454-009		401	0	0	0
OL-09-02-454-010	60 W FLINT ST	401	0	0	0
OL-09-02-454-012	88 W FLINT ST	201	195,400	296,450	101,050
OL-09-02-460-037	66 S PARK BLVD	401	700	0	-700
OL-09-02-461-001	85 W FLINT ST	201	84,800	208,410	123,610
OL-09-02-461-002		401	0	0	0
OL-09-02-461-004		402	0	0	0
OL-09-02-461-005		202	0	24,710	24,710
OL-09-02-461-006		402	0	0	0
OL-09-02-462-003		403	0	0	0
OL-09-02-462-007		401	0	0	0
OL-09-02-476-002	28 N LAPEER ST	201	26,000	78,940	52,940
OL-09-02-476-004	46 W FLINT ST	201	35,000	111,480	76,480
OL-09-02-476-005	36 W FLINT ST	201	26,200	112,540	86,340
OL-09-02-476-006		202	3,900	34,630	30,730
OL-09-02-476-007	24 W FLINT ST	201	7,100	88,760	81,660
OL-09-02-476-008	16 W FLINT ST	201	4,700	82,870	78,170
OL-09-02-476-009	12 W FLINT ST	201	39,000	134,210	95,210
OL-09-02-476-010	35 N BROADWAY ST	202	11,400	14,750	3,350
OL-09-02-476-011	33 N BROADWAY ST	201	17,000	66,350	49,350
OL-09-02-476-012	46 N LAPEER ST	401	19,800	0	-19,800
OL-09-02-476-013	51 N BROADWAY ST	201	19,800	313,110	293,310
OL-09-02-477-001	52 N BROADWAY ST	202	5,400	52,140	46,740
OL-09-02-477-002	30 N BROADWAY ST	201	3,400	89,930	86,530
OL-09-02-477-003	24 N BROADWAY ST	201	15,800	35,330	19,530
OL-09-02-477-006	4 N BROADWAY ST	201	29,200	110,370	81,170
OL-09-02-477-009	44 E SHADBOLT ST	401	17,900	0	-17,900
OL-09-02-477-010		401	0	0	0
OL-09-02-477-011	17 E FLINT ST	201	18,200	62,450	44,250
OL-09-02-477-012	27 E FLINT ST	201	19,900	116,520	96,620
OL-09-02-477-016	47 E FLINT ST	201	34,800	106,910	72,110
OL-09-02-477-017	16 N BROADWAY ST	201	20,300	51,710	31,410
OL-09-02-477-018	28 E SHADBOLT ST	401	0	0	0
OL-09-02-477-019	37 E FLINT ST	201	0	34,090	34,090
OL-09-02-478-008	111 E FLINT ST	201	95,400	243,740	148,340
OL-09-02-480-003		403	0	0	0
OL-09-02-480-004	12 S BROADWAY ST	201	26,500	101,680	75,180
OL-09-02-480-005	2 S BROADWAY ST	201	24,900	74,140	49,240
OL-09-02-480-006	18 S BROADWAY ST	201	13,900	161,760	147,860
OL-09-02-480-013	54 S BROADWAY ST	201	13,800	336,350	322,550
OL-09-02-480-015	45 W FLINT ST	201	19,100	254,900	235,800
OL-09-02-480-016	25 S LAPEER ST	201	44,500	172,720	128,220

OL-09-02-480-017	28 S BROADWAY ST	201	41,900	662,470	620,570
OL-09-02-481-001	3 S BROADWAY ST	201	26,000	79,130	53,130
OL-09-02-481-003	17 S BROADWAY ST	201	14,700	39,400	24,700
OL-09-02-481-004	21 S BROADWAY ST	201	7,900	38,360	30,460
OL-09-02-481-007		202	9,000	33,080	24,080
OL-09-02-481-008	44 E FLINT ST	201	39,600	32,600	-7,000
OL-09-02-481-009		402	0	0	0
OL-09-02-481-010	33 S BROADWAY ST	201	17,400	92,100	74,700
OL-09-02-481-011	51 S BROADWAY ST	201	24,500	157,500	133,000
OL-09-02-481-012	47 S BROADWAY ST	201	26,000	105,020	79,020
OL-09-02-481-015	11 S BROADWAY ST	201	5,100	53,080	47,980
OL-09-02-481-017		403	0	0	0
OL-09-02-481-018	27 S BROADWAY ST	201	5,700	104,880	99,180
OL-09-02-481-019	29 FRONT ST	202	79,400	0	-79,400
OL-09-02-482-002	102 S BROADWAY ST	201	28,300	635,960	607,660
OL-09-02-482-010	146 S BROADWAY ST	201	55,100	241,370	186,270
OL-09-02-482-013		401	6,200	0	-6,200
OL-09-02-482-014	164 S BROADWAY ST	401	15,900	0	-15,900
OL-09-02-482-015	120 S BROADWAY ST	201	36,500	88,270	51,770
OL-CR018-100-201-01	120 S BROADWAY ST	201	0	1,994,270	1,994,270
OL-09-02-483-001	101 S BROADWAY ST	201	23,200	59,230	36,030
OL-09-02-483-002	125 S BROADWAY ST	201	42,900	333,130	290,230
OL-09-02-483-005	165 S BROADWAY ST	401	0	0	0
OL-09-02-483-008	20 FRONT ST	201	17,000	66,120	49,120
OL-09-02-483-010	185 S BROADWAY ST	201	49,029	173,250	124,221
OL-09-02-483-011	160 S ANDERSON ST	202	4,200	950	-3,250
OL-09-02-484-001	106 E FLINT ST	401	33,400	103,920	70,520
OL-09-02-484-004	51 S ANDERSON ST	201	17,400	63,380	45,980
OL-09-02-484-009	52 S SLATER ST	402	16,700	0	-16,700
OL-09-02-484-010	52 S SLATER ST	402	16,700	0	-16,700
OL-09-02-484-019	115 S ANDERSON ST	401	0	0	0
OL-09-02-484-022	140 E FLINT ST	401	17,000	0	-17,000
OL-09-02-484-023	93 S ANDERSON ST	401	1,200	0	-1,200
OL-09-02-485-018	VILLAGE OF LAKE ORION	401	0	0	0
OL-09-02-485-025	123 S SLATER ST	201	160,000	606,360	446,360
OL-09-02-485-026	VILLAGE OF LAKE ORION	401	2,200	0	-2,200
OL-09-02-485-027	29 S SLATER ST	201	0	0	0
OL-09-11-231-001	214 S BROADWAY ST	201	55,920	748,520	692,600
OL-09-11-226-028	232 S BROADWAY ST	201	48,000	190,620	142,620
OL-09-11-226-033	MDOT	402	0	0	0
OL-09-11-226-034	236 S BROADWAY ST	201	20,200	115,810	95,610
OL-09-11-226-035	MDOT	402	0	0	0
OL-09-11-226-036	256 S BROADWAY ST	201	28,500	400,220	371,720
OL-09-11-226-037	MDOT	402	0	0	0
OL-09-11-226-044	334 S BROADWAY ST	201	16,800	93,230	76,430
OL-09-11-226-045		402	15,000	0	-15,000
OL-09-11-226-046	344 S BROADWAY ST	201	17,800	166,540	148,740
OL-09-11-226-049		402	4,000	0	-4,000
OL-09-11-228-004	215 S BROADWAY ST	202	0	0	0
OL-09-11-228-005	155 ATWATER ST	201	18,700	243,410	224,710
OL-09-11-228-012	211 ATWATER ST	201	0	1,015,210	1,015,210
OL-09-11-228-016	215 S BROADWAY ST	202	0	0	0
OL-09-11-228-018		402	0	0	0
OL-09-11-228-019		202	0	0	0
OL-09-11-228-020	215 S BROADWAY ST	201	0	0	0
OL-09-11-228-021		402	0	0	0
OL-09-11-228-022		402	0	0	0
OL-09-11-228-024	227 ATWATER ST	401	9,300	55,110	45,810
OL-09-11-228-025	237 ATWATER ST	401	17,000	62,810	45,810
OL-09-11-228-026	281 S BROADWAY ST	201	120,100	254,230	134,130
OL-09-11-228-027	195 S BROADWAY ST	201	15,371	121,460	106,089
OL-09-11-276-021	378 S BROADWAY ST	201	135,500	334,250	198,750
OL-09-11-276-022		402	12,500	0	-12,500
OL-09-11-276-024		402	0	0	0
OL-09-11-276-026	388 S BROADWAY ST	201	155,300	260,980	105,680
OL-09-11-276-027		202	10,000	40,870	30,870
OL-09-11-277-030		402	7,700	0	-7,700
OL-09-11-277-034		402	16,600	0	-16,600
OL-09-11-277-047	416 S BROADWAY ST	201	128,400	214,470	86,070

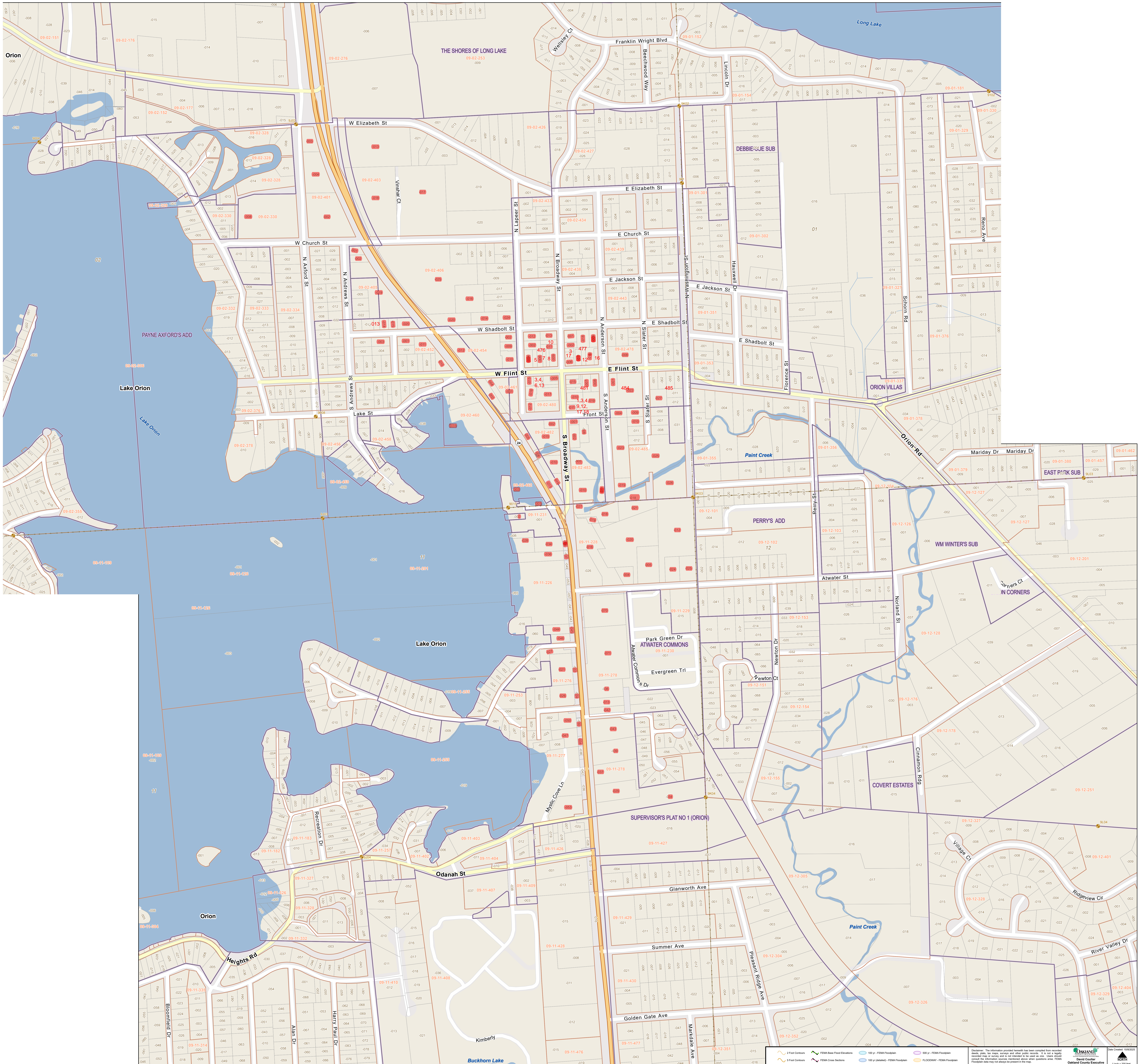
Land

Building tax abated expires2028

OL-09-11-277-050	400 S BROADWAY ST	201	42,200	216,640	174,440
OL-09-11-277-053	494 S BROADWAY ST	201	102,197	255,020	152,823
OL-09-11-278-013	399 S BROADWAY ST	201	28,800	108,720	79,920
OL-09-11-278-029	471 S BROADWAY ST	201	135,600	210,700	75,100
OL-09-11-278-034		202	34,000	118,680	84,680
OL-09-11-278-036	383 S BROADWAY ST	201	84,800	399,350	314,550
OL-09-11-278-037	453 S BROADWAY ST	201	148,000	339,320	191,320
OL-09-11-278-039	435 S BROADWAY ST	201	192,100	699,300	507,200
OL-09-11-278-042	403 S BROADWAY ST	201	27,100	114,220	87,120
OL-09-11-278-043	415 S BROADWAY ST	201	90,000	579,870	489,870
OL-09-11-278-070	295 S BROADWAY ST	201	213,420	576,620	363,200
OL-09-11-278-071	305 S BROADWAY ST	201	363,380	1,056,100	692,720
<b>Total</b>			<b>4,731,517</b>	<b>23,776,140</b>	<b>19,044,623</b>

<u>Tax Name</u>	<u>Millage Captured</u>	<u>Dollars Captured</u>
OCC	1.4747	
Oakland County	3.9301	
Twp Fire	2.9373	
Twp General	0.8623	
Twp Safety Paths	0.2201	
Oakland Transit	0.9464	
Twp Parks/Rec	0.9511	
County Parks	0.6500	
Metro Parks	0.2062	
Art Institute	0.1937	
Village General	10.0160	<b>190,751</b>
Village Police	2.6155	<b>49,811</b>
<b>Total</b>	<b>25.0034</b>	<b>476,180</b>

<u>Item</u>	<u>Goal</u>	
Bond Payment	423,410	max pmt 2040
DDA Staffing	70,000	estimate
DDA Activities	50,000	estimate
<b>Total</b>	<b>543,410</b>	



2-Foot Contour	FEMA Base Flood Elevations	100 yr FEMA Floodplain	600 yr FEMA Floodplain
3-Foot Contour	FEMA Cross Sections	100 yr (shaded) FEMA Floodplain	FLOODWAY FEMA Floodplain

Disclaimer: The information provided herein has been compiled from various sources, including aerial photography and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the appropriate surveying authority when boundaries are in question. FEMA Floodplain maps may not always be present in the field.

DAKIN  
Oakland County Executive

Date Created: 10/30/2025  
1 page of 255 pages



**COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** October 13, 2025

**TOPIC** Proposal for Engineering Services – Atwater Park Basketball Court Replacement Project

**BACKGROUND BRIEF:**

Council is scheduled to consider approving the proposal from the Village’s consulting engineers, Nowak & Fraus, to provide design, bidding, and construction engineering services for the Atwater Park Basketball Court Replacement Project for a junior high school size basketball court. The Village’s 2025-2031 Capital Improvement Plan identifies this project as a priority for FY 2025-26.

The engineering services will include completion of a topographic survey of the site; preparation of construction design and bid specifications and contract documents; preparation and submission of soil erosion permit application documents to the Oakland County Water Resources Commissioner; construction staking and inspection services; and conducting wage rate interviews for Davis Bacon grant requirements and processing pay requests for Council approval. Attached is the engineer’s proposal for Council’s information and consideration.

Following Council discussion on July 28, Administration obtained cost estimates from the Engineer for a high school size basketball court, junior high court, and half court. The cost estimates are attached. The Parks and Recreation Advisory Committee discussed the options at its September meeting and is recommending the junior high court. The Committee is requesting the additional funding necessary to construct the recommended court.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

07/28/2025 – Council discussed the engineering proposal for a full basketball court. Concerns were raised regarding the north-south orientation and the increased cost from \$40,000 to \$85,000. Council sent the Atwater Park Basketball Replacement Project back to Village Administration for reevaluation and full presentation to the Village Council.

**FINANCIAL IMPACT:**

The total revised estimated cost for the Atwater Basketball Court Replacement Project is \$83,200.00, including engineering costs of \$11,100.00 and 15% contingency for construction. The FY 2025-26 Budget includes an appropriation of \$40,000.00 in the Capital Projects Fund for the project, and a budget amendment will be necessary once bids are received and a contract is awarded.

**RECOMMENDED MOTION:**

To approve and accept the proposal from Nowak & Fraus Engineers dated July 23, 2025, to provide design, bidding, and construction engineering services relating to the junior high school size Atwater Park Basketball Replacement Project in the total lump sum fee of \$11,100.00; to authorize the Village Manager to execute all necessary documents relating to this contract; and to authorize Administration to proceed to solicit sealed competitive bids for the construction of the basketball court.

July 23, 2025

Darwin McClary  
Village Manager, Village of Lake Orion  
21 E. Church St.  
Lake Orion, MI 48362

**RE: Atwater Park Basketball Court Replacement  
Village of Lake Orion**

Dear Mr. McClary:

Nowak & Fraus Engineers (NFE) appreciates the opportunity to submit our proposal for Professional Civil Engineering and surveying services for the Village of Lake Orion. According to your email, you have requested our services to prepare construction drawings, bid documents and provide construction engineering to replace the basketball court located in Atwater Park. Please find detailed below a breakdown of our anticipated scope of services and associated fees.

**Understanding of the Project:**

The basketball court at Atwater Park is currently a half-size court (47' x 50') with an 8-10 foot buffer on the outside of the court with one basketball hoop. The court surface has deteriorated and is holding water in some locations. Based on available historical aerial photography, it appears that the court has been in that location since the mid 1980's.

It is our understanding that the Village of Lake Orion intends to remove the existing basketball court and replace with a reduced full-size court (High School size (84'x50')). A concept sketch is attached for reference. Expanding the court would require the relocation or removal of an existing swingset at the south end of the existing court, which will be coordinated with the Parks and Recreation Advisory Committee.

It is our recommendation that the existing court be removed in its entirety, the area prepared appropriately for pavement allowing all stormwater to run off the court, and for the court to be constructed with an appropriate pavement section. It is not anticipated that any utility construction will take place.

**Engineering Services:**

- Topographic Survey: Topographic survey for the purposes of preparing construction plans, site plans, and permit drawings. The survey will extend to the sidewalk along Atwater Street and Perry Street (south and east), to the baseball fence (north) and to the driveway / property line (west) for an approximate area of 0.78 acres.

- Construction and Bidding Documents: NFE will prepare the drawings for construction of the basketball court. It is anticipated that CDBG grant funding will be used and the project will be competitively bid. Contract documents will include appropriate language for CDBG funding, and plans and contract documents will be sent to Oakland County for concurrence. NFE will evaluate the bids received and make a recommendation to the Village Council for award of the construction contract.
- Soil Erosion Permitting: Application to Oakland County for a soil erosion permit will be completed with the necessary sketches.
- Construction Engineering: NFE will provide construction staking for the placement of the basketball court and will provide construction inspection services to ensure that the project is constructed to Village of Lake Orion standards. NFE will conduct a pre-construction meeting with the contractor and county representative, conduct necessary wage rate interviews, process pay estimates and make recommendations for payment to Village Council.

**FEES FOR SERVICES:**

**1. Construction and Bidding Documents, including Topographic Survey**

***Lump Sum Fee: \$6,900***

**2. Construction Engineering**

***Lump Sum Fee: \$4,200***

**Scope Clarifications and Exclusions:**

Additional Services: Any other services requested by the Village will be quoted separately or billed on an hourly basis according to our Village of Lake Orion hourly rate schedule.

Opinions of Probable Cost: Opinions of probable cost provided represent NFE’s best judgment as design professionals familiar with the construction industry; however, NFE has no control over the cost of labor, materials, equipment or services provided by others. Therefore, NFE cannot guarantee that proposals, bids or actual construction costs will not vary from the opinions of probable cost prepared by our firm.

**Acceptance and Authorization to Proceed:**

Provided this proposal meets with your approval, please sign, date and return a copy of this Work Authorization to our office. Receipt of your signed Work Authorization will serve as our authorization to proceed.

The above Proposal is valid if accepted within 30 days of its receipt.

Thank you for choosing Nowak & Fraus Engineers to provide Engineering and Surveying services to the Village of Lake Orion.

Sincerely,

**Nowak & Fraus Engineers**



Carol P Thurber, PE, CFM  
Principal

Dated: 7/22/2025

**Accepted and Approved By:**

\_\_\_\_\_  
(Signature)  
Darwin McClary, Village Manager

\_\_\_\_\_  
(Date)

Enclosure: Concept Plan / Cost Estimate  
Village of Lake Orion Discounted Rate Schedule

Cc: Wesley Sanchez, DPW Director

**Village of Lake Orion**  
2021 DISCOUNTED FEE SCHEDULE



Personnel	Hourly Rate
Corporate Principal	\$ 150.00
Senior Associate	\$ 135.00
Associate	\$ 125.00
ALTA Survey Manager	\$ 130.00
Land Surveyor/Field Coordinator	\$ 120.00
Plat Manager	\$ 120.00
CAD Manager	\$ 120.00
Senior Project Manager	\$ 125.00
Project Manager	\$ 115.00
Registered Landscape Architect	\$ 96.00
Project Engineer	\$ 110.00
Engineer III	\$ 105.00
Engineer II	\$ 95.00
Engineer I	\$ 85.00
Engineering Technician III	\$ 95.00
Engineering Technician II	\$ 85.00
Engineering Technician I	\$ 80.00
Senior Testing/Inspection Engineer	\$ 82.00
Testing/Inspection Engineer	\$ 75.00
Engineering Assistant	\$ 65.00
Survey Crew – 3 Person	\$ 175.00
Survey Crew – 2 Person	\$ 145.00
Survey Crew – 1 Person	\$ 110.00
Land Survey Technician	\$ 95.00

Survey Crew size will be determined on a per project basis.

**Reimbursable Expenses:**

Round trip vehicle mileage from the NFE offices will be charged \$0.56 per mile, when identified in the Work Authorization as a reimbursable expense.

The following expenses, when incurred in direct connection with the project, will be charged at the rates indicated (includes handling):

Courier services and project related purchases	Cost + 15%
Prints	\$2.00 Each
Oversize Prints	\$3.00 Each
Mylars & Vellums	\$20.00 Each
Express Deliveries	\$25.00 Each
Electronic Data Transfer - CD	\$100.00 Each
Electronic Data Transfer - Email	Hourly
Subconsultants	Fee + 10%
Traffic Counter	\$50.00/Day



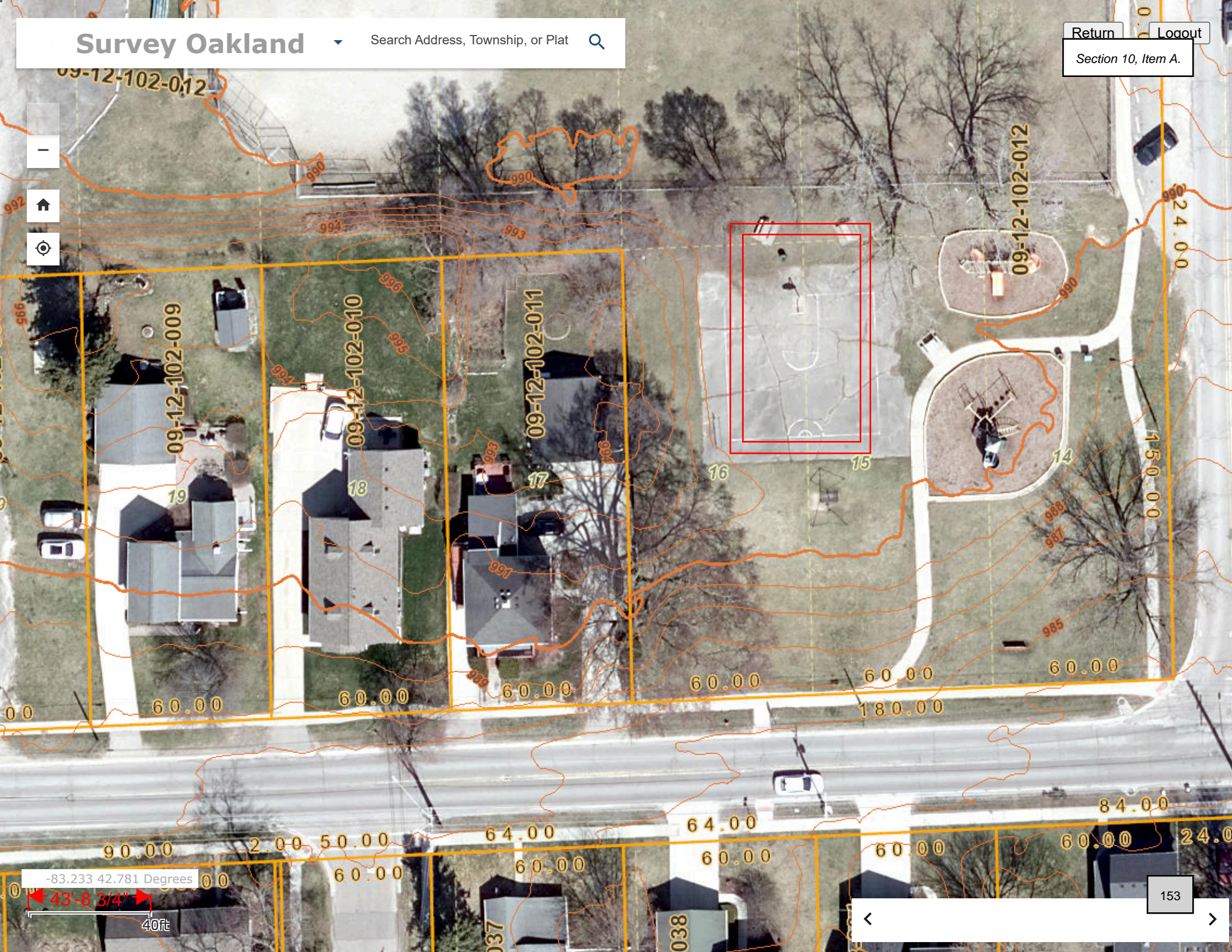
48680 Van Dyke, Ste. 200, Shelby Township, MI 48317  
(586) 739-0939

PROJECT: ATWATER PARK BASKETBALL COURT PRELIMINARY ESTIMATE OF DATE: 7/22/2025  
PROJECT NO: M629

Jr. High sized court: 42'x74' (with 4' buffer outside striping)

NO.	DESCRIPTION	QTY.	UNIT	UNIT COST	TOTAL COST
<b>PAVEMENT</b>					
1	M.D.O.T. 21AA LIMESTONE SUB-BASE, 8" THICK (BASKETBALL COURT)	460	SY	\$15.00	\$6,900.00
2	HMA 5E ML, 2" THICK (BASKETBALL COURT)	4,100	SF	\$2.30	\$9,430.00
3	HMA 4E ML, 2" THICK (BASKETBALL COURT)	4,100	SF	\$2.05	\$8,405.00
PAVEMENT TOTAL =					\$24,735.00
<b>GRADING AND RESTORATION</b>					
4	EARTHWORK AND GRADING	1	LS	\$8,000.00	\$8,000.00
5	TURF RESTORATION, COMPLETE	1	LS	\$4,000.00	\$4,000.00
GRADING AND RESTORATION TOTAL =					\$12,000.00
<b>EROSION CONTROL / MISCELLANEOUS</b>					
6	SOIL EROSION AND SEDIMENTATION CONTROL MEASURES	1	LS	\$1,300.00	\$1,300.00
7	BASKETBALL GOAL SYSTEM, INSTALLED	2	EA	\$6,500.00	\$13,000.00
8	BASKETBALL COURT STRIPING	1	LS	\$1,500.00	\$1,500.00
9	BONDS, INSURANCE, MOBILIZATION AND INITIAL SET-UP EXPENSE (Not to exceed 7% of construction cost)	1	LS	\$1,080.00	\$1,080.00
10	REMOVE ASPHALT PAVEMENT	3,600	SF	\$2.50	\$9,000.00
EROSION CONTROL / MISCELLANEOUS TOTAL =					\$25,880.00
<b>SUBTOTAL SITE IMPROVEMENTS =</b>					<b>\$62,615.00</b>
<b>15% CONTINGENCY =</b>					<b>\$9,392.25</b>
<b>SITE TOTAL IMPROVEMENTS =</b>					<b>\$72,007.25</b>

THE ABOVE IS AN ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COSTS FOR THE SITE. NO GUARANTEE IS EXPRESSED OR IMPLIED CONCERNING THEIR ACCURACY OR COMPLETENESS. FINAL/ACTUAL CONSTRUCTION COSTS WILL VARY FROM THE NUMBERS PRESENTED HEREIN SINCE ACTUAL CONSTRUCTION COSTS WILL BE DETERMINED BY CONTRACTORS THROUGH A BIDDING PROCESS OR OTHER OWNER SELECTION PROCESS.



-83.233 42.781 Degrees  
43-8 3/4"  
40ft

**Darwin McClary**

---

**From:** Carol Thurber <cthurber@nfe-engr.com>  
**Sent:** Monday, July 28, 2025 2:47 PM  
**To:** Wesley Sanchez  
**Cc:** Darwin McClary  
**Subject:** Atwater Basketball  
**Attachments:** Survey Oakland LO Atwater Jr High.pdf; Cost Estimate Atwater Basketball 07-2025 HS-4 buffer.pdf; Cost Estimate Atwater Basketball 07-2025 JH-4 buffer.pdf; Survey Oakland LO Atwater-HS.pdf

Hi Wes:

After our conversation, I prepared another sketch for a Jr. High court (42'x72') and reduced the buffer (outside the striping lines) to 4' (4,100 sf total) and updated the high-school sized court with only a 4' buffer (5,336 sf total). I've included the sketches and revised cost opinions. We also updated our cost opinion with the removal of the existing asphalt pavement, because of disposal concerns.

I believe the larger differences between your original quote and our opinion are:

- No base was included in the original quote (they were compacting the existing subgrade). It is likely that the base could be reduced from our cost estimate; we used a recent soils investigation recommendation of 8"; 6" may be adequate.
- The basketball net system came from a recent bid. Both were specified as First Team - your quote was the "Brute" series, ours was the "Tyrant" series. They are about \$1,000 difference. We do not recommend re-using the existing hoop.
- I have no idea what size court they were estimating with 3,400 sf.

In either case, I think we could avoid moving the swingset by shifting north – just would be closer to the baseball field fences (and trees). You'd still have to shift the picnic tables, but maybe that's not a big deal?



**Carol P. Thurber, PE, CFM**

*Principal*

48680 Van Dyke Suite 200, Shelby Township, MI 48317

**Direct:** 844.416.3364 | Ext. 100

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**Darwin McClary**

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**From:** Carol Thurber <cthurber@nfe-engr.com>  
**Sent:** Tuesday, July 29, 2025 12:34 PM  
**To:** Wesley Sanchez; Darwin McClary  
**Cc:** Wendy Spence  
**Subject:** Atwater Basketball Court  
**Attachments:** Cost Estimate Atwater Basketball 07-2025 half court-notes.pdf

Darwin, Wes:

During the meeting last night, I marked up the cost estimate comparing apples to apples with the Hutch estimate received. I prepared the revised estimate for a regulation half court (50'x47' = 3,190 sf, including a 4' buffer). I have absolutely no idea what court Hutch was using with the 50x68 (3,400 sf) dimension they were using (42x60 play surface). Even an elementary school court is 42'x74'. With the dimensions they were providing, the striping would have to be custom, since the size does not match any regulation court.

Anyway, my crude markup is within \$5,000 of their estimate. I'll point out a few items to note:

- Hutch's estimate is actually \$43,530 – they did not add their two numbers together
- Hutch did not include a base below the proposed asphalt – we estimated with an 8" thick 21AA base
- Hutch did not include any soil erosion control measures
- If CDBG funding is used, the contractor must also provide proof that they are eligible for federal funded work.

Either way, our fee will remain the same. Please let me know if you would like anything additional prepared. (or the hand written estimate to be formalized).



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October 6, 2025

Mr. Darwin McClary  
Village Manager  
Village of Lake Orion

Subject: 2026-27 Village Budget and CIP Planning

Good Morning Darwin,

On behalf of the Parks & Recreation Advisory Committee, I wish to submit the following projects for inclusion in the upcoming 2026-27 Village Budget and CIP Planning.

They are in priority order:

1. Atwater Basketball Court

We recognize that this project was previously funded in the current 2025-26 Budget Cycle at \$40,000.00, however based on more recent discussions in two recent Council meetings, the \$40,000.00 seems to fall short based on our Village engineering estimates. We are requesting additional funding required to provide the necessary engineering work to complete this project in a way that will enable longevity. We want to make sure we are not cutting any corners that will cause early failure of the court system. Our request is for a court size of 68X50’.

2. Greens Park Pavilion

Greens Park is one of our highest traffic parks and lacks a gathering place for get-togethers. As far back as 2020 (may be earlier) we measured it out, and came up with the dimensions of 20X40’; along with picnic tables, which would be a great addition to this facility. The cost @ that time was between \$40-60,000.00, but could use some assistance in obtaining a better estimate.

The Pavilion selected at that time consisted of: a fabricated powder coating steel and a 24-gauge metal roofing. A powder coated steel and metal was chosen for its durability for the lakeside location as opposed to a wooden pavilion; flooring to be concrete. I will include attachments of our notes.

As you may recall, back around this period the Council asked us to come up with a good source of income. The Pavilion would help to recognize that goal in that it would be a good source of revenue with rentals such as: Family Reunions, Birthday parties, Graduation parties, Weddings, etc.

3. Greens Park Sprinkler System

We would like to get a functional sprinkler system at Greens Park. A non-functional system currently exists, however we don’t know if it can be repaired to a working status

or needs to be replaced. We could use some help with this one also in determining what is required to get a functional system. Roughly estimated cost \$15,000.00.

In addition, we want to make you aware that we are planning the following three (3) projects in the coming year utilizing the funds that are currently in the Parks & Rec Budget Capital Outlay line (\$12,757.00). They are:

- 1. Children's Park -  
Two (2) additional shade sails to be purchased and installed @ Children's Park. These will match the existing shade sails in the Park, and be installed over two (2) existing benches.
  
- 2. Greens Park Public Docks -  
We are planning to complete improvements to the public docks at Greens to include: dock bumpers, dock structure to improve stability, adequate cleats with proper spacing, and extending the docks by one sections each to enable safe dockage of a typical pontoon boat.
  
- 3. Atwater Park -  
We plan to purchase and install an additional Swing Set (consisting of 2 standard swings).

We will work with our DPW Director, Wes Sanchez on specifications, pricing, purchase, and installation on each of these projects.

Thank you for your continued support.

Respectfully,

Rosemary C. Ford  
Chairperson, Village of Lake Orion Parks & Recreation Advisory Committee

Cc:  
West Sanchez - Director DPW  
Sonja Stouts - Village Clerk/Treasurer  
Teresa Rutt- Council President  
Village Council Members  
Parks & Recreation Committee Members



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** October 13, 2025

**TOPIC** Administrative Assistant Position

### BACKGROUND BRIEF:

Pursuant to Council’s recent action to extend the operating hours of Village Hall administration to five days per week, Administration is requesting that Council approve the creation of a part-time Administrative Assistant position and wage scale, adopt the job description for the position, and approve a budget amendment to cover the expense of the position. The Administrative Assistant position is designed to be cross-functional to allow the position to successfully perform all of the essential functions within the Administrative offices. It is the intent of the Village Manager to transition all full and part time positions within the office (except the Clerk-Treasurer and Deputy Clerk-Treasurer) to cross-trained Administrative Assistant positions when attrition in current positions occur.

Once the new position is approved, Administration will proceed to advertise, recruit, and fill the position. The current plan is to transition to a five-day Village Hall operating schedule commencing on Monday, December 1, 2025.

Attached is the job description for Council’s information and review.

### SUMMARY OF PREVIOUS COUNCIL ACTION:

09/22/2025 – Council adopted a five-day schedule with a minimum of 50 window office hours per week, with the flexibility for Administration to determine specific staff schedules. The Village Manager will present proposed scheduling plans to Council at a later date.

### FINANCIAL IMPACT:

The expanded office hours will require additional part-time staffing of up to 20 hours per week at a cost of approximately \$30,000 annually based on current wage rates. This cost is prorated for the partial fiscal year so that the position will work up to 600 hours for the remainder of the current fiscal year. Total wages for the position will be up to \$15,588 and payroll taxes will be \$1,193 for a total FY 2025-26 cost of \$16,781.

**RECOMMENDED MOTIONS:**

#1 – To approve the creation of one (1) part-time Administrative Assistant position for the Village Hall administrative offices working up to 20 hours per week to provide necessary additional staffing support for the expanded Village Hall five-day operating hours.

#2 – To approve the job description for the Administrative Assistant position as presented by the Village Manager.

#3 – To place the Administrative Assistant position in the same job classification as Office Coordinator, Account Clerk, and Utility Billing Clerk with the pay range of \$21.65 per hour minimum to \$25.98 per hour maximum.

#4 – To amend the FY 2025-26 Budget to provide a supplemental appropriation of \$16,781.00 to increase Budget Account No. 101-260-702-000 – General Fund-General Activities-Wages Part-Time – from \$0 to \$16,781.00 for the addition of a new part-time Administrative Assistant position.



**JOB DESCRIPTION  
ADMINISTRATIVE ASSISTANT**

DEPARTMENT: Clerk-Treasurer  
 SUPERVISED BY: Clerk-Treasurer  
 SUPERVISES: None  
 BARGAINING UNIT: None  
 FLSA STATUS: Non-Exempt  
 POSITION STATUS: Full-Time or Part-Time

General Summary:

The Administrative Assistant works under the general supervision of the Clerk-Treasurer and is responsible for a wide range of accounting and administrative duties. Key responsibilities include quarterly utility billing, cemetery lot sales, receiving and processing payments, preparing cash and check deposits, and generating reports using various BS&A software platforms. This role also handles accounts payable and receivable, payroll processing, purchase orders, and provides support with the GoGov Permitting system. Additionally, the Administrative Assistant assists customers at the front counter and performs administrative support for the Public Works Department. The position also includes oversight of certain office coordination functions, such as maintaining office equipment and managing supplies.

Essential Job Functions:

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. Mail/Postage Machine:
  - Receive, sort and distribute mail daily
  - Check postage machine weekly for sealing fluid, postage available, & tapes
  - Refill postage available when necessary; keep NeoPost account current
  - Be certain postage rates are updated when necessary
  - Change ink when necessary
  
2. Cemetery Operations:
  - Coordinate burials between funeral homes and Public Works Department
  - Sell lots and create record in Cemetery Management software
  - Assist lot owners with problems/questions
  - Assist individuals searching for graves in Evergreen & East Lawn cemeteries
  - Take orders for marker foundations; collect payment; coordinate installation of foundations with DPW
  - Keep record of burials in Cemetery Management software
  - Prepare annual report of burials and lot sales

## Administrative Assistant Job Description

3. Parks:
  - Print park passes each year and handle sales of park passes
  - Prepare annual report of park passes
  - Coordinate park issues with DPW
  - Process reservations for park facilities
  
4. Public Works Department Assistance:
  - Create, distribute, and catalogue work orders for Public Works Department
  - Provide general administrative assistance to Public Works Department as needed
  - Create purchase orders at the discretion of the Public Works Department as needed
  
5. Accounts Payable:
  - Collect and organize invoices as they arrive
  - Obtain approval and accounts for invoices from department heads
  - Enter invoices in Accounts Payable system; generate journal and Open Invoice Report for Council agenda
  
6. Accounts Receivable:
  - Create invoices for vendors/customers
  - Manage invoices to ensure payment is made from vendors/customers
  
7. Payroll Processing:
  - Responsible for processing employee payroll, including time tracking, wage calculation, tax withholdings, and benefit deductions
  - Prepares payroll reports, maintains accurate records, ensures compliance with federal and state regulations, and addresses employee payroll inquiries.
  - Prepares Quarterly State and Federal reporting requirements
  
8. Rubbish Collection Services Assistance:
  - Answer questions and take complaints from residents with regard to service
  - Act as liaison between Village and garbage company
  - Keep informational brochures stocked in lobby
  - Order recycle bins when needed
  
9. GoGov Permitting
  - Assist in print/filing of permits
  - Recording of payments for permits
  - Answer questions relating to application process/permitting
  
10. Utility Billing
  - Generate and process utility bills
  - Manage customer accounts
  - Post payments
  - Handle billing inquiries
  - Ensure accurate meter data and timely collections
  
11. Performs any other administrative tasks as required or as directed by the Clerk-Treasurer or Village Manager.

## Administrative Assistant Job Description

### Physical Demands and Work Environment:

The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

*While performing the duties of this job, the employee is required to be able to complete the following physical requirements:*

1. Regularly required to use hands to finger, handle, or feel.
2. Frequently required to talk or hear, walk, sit, stand, and reach with hands and arms.
3. Frequently required to use close vision and adjust eyesight focus.
4. Occasionally required to stoop, kneel, crouch, crawl, or travel to other locations.
5. Occasionally required to lift and/or move up to 20 pounds.

*While performing the duties of this job, the employee will be exposed to the following working conditions and environmental factors:*

1. Frequently exposed to typical business office environmental conditions.
2. Occasionally exposed to moderate noise.
3. Occasionally exposed to inclement weather, including rain, snow, sleet, ice, and wind when traveling.
4. Approved: 00/00/2025