



## **AGENDA**

### **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**
- 2. Pledge of Allegiance**
- 3. Roll Call and Determination of Quorum**
- 4. Presentations**

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

- 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.** 2025-2026 Winter Maintenance Agreement with Road Commission for Oakland County
- B.** Approval of Performance Resolution required by the Michigan Department of Transportation (MDOT) for permits to work within State Highway Right of Way.
- C.** Social District Permit- NIKOLA'S, LLC
- D.** Social District Permit- CGKW, LLC

- E. Social District Permit- Sick Orion Inc dba Sick Town Hall
- F. Approval of Special Event – Lake Orion High School Homecoming Parade
- G. Approval of Village Council Regular Meeting Minutes of September 8, 2025
- H. Receive and File of DDA Regular Meeting Minutes of August 19, 2025
- I. Receive and File of DDA Special Meeting Minutes of September 5, 2025
- J. Receive and File of Board of Ethics Organizational Meeting Minutes of June 25, 2025
- K. Receive and file Invoice Distribution Report for September 23, 2025
- L. 2025 Election of the Michigan Municipal League Liability & Property Pool Director Election
- M. Receive and File of Planning and Zoning Monthly Report by McKenna

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

**9. Public Hearings**

**10. Other Items**

- A. Attorney Services
- B. Village Tax Distributions - Council Member Lamb

**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.*



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** September 8, 2025

**TOPIC** Presentation on 2025 Retiree Medical Plan (OPEB) Accounting Report

### BACKGROUND BRIEF:

Village council is scheduled to receive a presentation from Christian (Chris) Veenstra, President of Watkins Ross, retirement plan consultants, actuaries, and administrators, on the 2025 Village of Lake Orion Retiree Medical Plan (OPEB) Annual Report. Chris will be able to answer any questions council may have regarding the report at that time. Village council will subsequently consider receiving and filing the report under the council's consent agenda.

The village's retiree medical plan is a closed plan that is not available to employees hired after July 1, 2007. A total of 13 employees and beneficiaries are members of the plan.

### SUMMARY OF PREVIOUS COUNCIL ACTION:

### FINANCIAL IMPACT:

### RECOMMENDED MOTION:

None.

# Village of Lake Orion

## *OPEB Presentation*

Review of June 30, 2025 GASB No. 74 and No. 75 Report

Christian R. Veenstra, FCA, ASA, MAAA, EA  
Watkins Ross

# Agenda

- Funded status
  - Reconciliation from prior year (roll-forward)
  - Looking at all the pieces
- Implications on trustee decisions
  - Actuarially Determined Contribution
  - Asset allocation

# Funded status

- ▶ Reconciliation from prior year
  - Service cost – additional liability earned by active, covered lives

# Funded status

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  - Interest – Liabilities are values of benefits paid in the future discounted to the valuation date

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- ▶ Reconciliation from prior year
  - Service cost – additional liability earned by active, covered lives
  - Interest – Liabilities are values of benefits paid in the future discounted to the valuation date
  - Experience (gains)/losses

# Funded status

- ▶ **Reconciliation from prior year**
  - Service cost – additional liability earned by active, covered lives
  - Interest – Liabilities are values of benefits paid in the future discounted to the valuation date
  - Experience (gains)/losses
  - **Changes in actuarial assumptions**

# Funded status

- ▶ Reconciliation from prior year
  - Service cost – additional liability earned by active, covered lives
  - Interest – Liabilities are values of benefits paid in the future discounted to the valuation date
  - Experience (gains)/losses
  - Changes in actuarial assumptions
  - Benefit payments – benefits paid during the year reduce the liability as those benefits are settled (no longer included in the liability at the end of the year)

# Funded status

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
<b>Balance at June 30, 2024</b>	\$1,225,055	\$255,063	\$969,992
<b>Changes during the Year</b>			
Service Cost	2,469		2,469
Interest	81,214		81,214
Experience (Gains)/Losses	1,069		1,069
Change in plan terms	0		0
Change in actuarial assumptions	78,222		78,222
Contributions to OPEB trust		10,000	(10,000)
Contributions/benefit from general operating funds		101,006	(101,006)
Employee Contributions		0	0
Net Investment Income		28,642	(28,642)
Benefit Payments; Including Refunds of Employee Contributions	(101,006)	(101,006)	0
Administrative Expenses		(1,353)	1,353
Other Changes		0	0
<b>Total Changes</b>	<b>61,968</b>	<b>37,289</b>	<b>24,679</b>
<b>Balance at June 30, 2025</b>	<b>\$1,287,023</b>	<b>\$292,352</b>	<b>\$994,671</b>

# Funded status

## ASSUMPTIONS AND METHODS

The Village of Lake Orion’s OPEB liability was measured as of June 30, 2025.

### Actuarial Assumptions

The total OPEB liability was determined by an actuarial valuation as of June 30, 2024 rolled forward to June 30, 2025. The following actuarial assumptions were used in the measurement:

Inflation	Included in investment return
Salary increases	7.00% (for purpose of allocating liability)
Investment rate of return	6.28% (including inflation)
20-year Aa Municipal bond rate	4.81%
Mortality	Public General 2010 Employee and Healthy Retiree, Headcount weighted
Improvement Scale	IRS 2024 Adjusted Scale MP-2021

The long-term expected rate of return on retirement plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of retirement plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the retirement plan’s target asset allocation are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Rate of Return
Global Equity	64.0%	7.10%
Global Fixed Income	26.0%	4.20%
Real Assets	5.0%	8.00%
Diversifying Strategies	5.0%	4.90%

# Looking at all the pieces

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
<b>Balance at June 30, 2024</b>	\$1,225,055	\$1,225,055	\$0
<b>Changes during the Year</b>			
Service Cost	2,469		2,469
Interest	81,214		81,214
Experience (Gains)/Losses	0		0
Change in plan terms	0		0
Change in actuarial assumptions	0		0
Contributions to OPEB trust		0	0
Contributions/benefit from general operating funds		0	0
Employee Contributions		0	0
Net Investment Income		82,567	(82,567)
Benefit Payments; Including Refunds of Employee Contributions	(101,006)	(101,006)	0
Administrative Expenses		(1,353)	1,353
Other Changes		0	0
<b>Total Changes</b>	<b>(17,323)</b>	<b>(19,792)</b>	<b>2,469</b>
<b>Balance at June 30, 2025</b>	<b>\$1,207,732</b>	<b>\$1,205,263</b>	<b>\$2,469</b>

# Looking at all the pieces

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
<b>Balance at June 30, 2024</b>	\$1,225,055	\$1,225,055	\$0
<b>Changes during the Year</b>			
Service Cost	2,469		2,469
Interest	81,214		81,214
Experience (Gains)/Losses	1,069		1,069
Change in plan terms	0		0
Change in actuarial assumptions	0		0
Contributions to OPEB trust		0	0
Contributions/benefit from general operating funds		0	0
Employee Contributions		0	0
Net Investment Income		28,642	(28,642)
Benefit Payments; Including Refunds of Employee Contributions	(101,006)	(101,006)	0
Administrative Expenses		(1,353)	1,353
Other Changes		0	0
<b>Total Changes</b>	<b>(16,254)</b>	<b>(73,717)</b>	<b>57,463</b>
<b>Balance at June 30, 2025</b>	<b>\$1,208,801</b>	<b>\$1,151,338</b>	<b>\$57,463</b>

# Looking at all the pieces

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
<b>Balance at June 30, 2024</b>	\$1,225,055	\$1,225,055	\$0
<b>Changes during the Year</b>			
Service Cost	2,469		2,469
Interest	81,214		81,214
Experience (Gains)/Losses	1,069		1,069
Change in plan terms	0		0
Change in actuarial assumptions	78,222		78,222
Contributions to OPEB trust		0	0
Contributions/benefit from general operating funds		0	0
Employee Contributions		0	0
Net Investment Income		28,642	(28,642)
Benefit Payments; Including Refunds of Employee Contributions	(101,006)	(101,006)	0
Administrative Expenses		(1,353)	1,353
Other Changes		0	0
<b>Total Changes</b>	<b>61,968</b>	<b>(73,717)</b>	<b>135,685</b>
<b>Balance at June 30, 2025</b>	<b>\$1,287,023</b>	<b>\$1,151,338</b>	<b>\$135,685</b>

# Looking at all the pieces

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
<b>Balance at June 30, 2024</b>	\$1,225,055	\$1,225,055	\$0
<b>Changes during the Year</b>			
Service Cost	2,469		2,469
Interest	81,214		81,214
Experience (Gains)/Losses	1,069		1,069
Change in plan terms	0		0
Change in actuarial assumptions	78,222		78,222
Contributions to OPEB trust		10,000	(10,000)
Contributions/benefit from general operating funds		101,006	(101,006)
Employee Contributions		0	0
Net Investment Income		28,642	(28,642)
Benefit Payments; Including Refunds of Employee Contributions	(101,006)	(101,006)	0
Administrative Expenses		(1,353)	1,353
Other Changes		0	0
<b>Total Changes</b>	<b>61,968</b>	<b>37,289</b>	<b>24,679</b>
<b>Balance at June 30, 2025</b>	<b>\$1,287,023</b>	<b>\$1,262,344</b>	<b>\$24,679</b>

# Looking at all the pieces

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
<b>Balance at June 30, 2024</b>	\$1,225,055	\$255,063	\$969,992
<b>Changes during the Year</b>			
Service Cost	2,469		2,469
Interest	81,214		81,214
Experience (Gains)/Losses	1,069		1,069
Change in plan terms	0		0
Change in actuarial assumptions	78,222		78,222
Contributions to OPEB trust		10,000	(10,000)
Contributions/benefit from general operating funds		101,006	(101,006)
Employee Contributions		0	0
Net Investment Income		28,642	(28,642)
Benefit Payments; Including Refunds of Employee Contributions	(101,006)	(101,006)	0
Administrative Expenses		(1,353)	1,353
Other Changes		0	0
<b>Total Changes</b>	<b>61,968</b>	<b>37,289</b>	<b>24,679</b>
<b>Balance at June 30, 2025</b>	<b>\$1,287,023</b>	<b>\$292,352</b>	<b>\$994,671</b>

# Implications on trustee decisions

## ▶ Actuarially Determined Contribution (ADC)

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)	
<b>Balance at June 30, 2024</b>	\$1,225,055	\$255,063	\$969,992	ADC 220,710
<b>Changes during the Year</b>				
Service Cost	2,469		2,469	2,469
Interest	81,214		81,214	<u>15,399</u>
Experience (Gains)/Losses	1,069		1,069	238,578
Change in plan terms	0		0	
Change in actuarial assumptions	78,222		78,222	
Contributions to OPEB trust		10,000	(10,000)	
Contributions/benefit from general operating funds		101,006	(101,006)	(111,006)
Employee Contributions		0	0	47%
Net Investment Income		28,642	(28,642)	
Benefit Payments; Including Refunds of Employee Contributions	(101,006)	(101,006)	0	
Administrative Expenses		(1,353)	1,353	
Other Changes		0	0	
<b>Total Changes</b>	<b>61,968</b>	<b>37,289</b>	<b>24,679</b>	<b>127,572</b>
<b>Balance at June 30, 2025</b>	<b>\$1,287,023</b>	<b>\$292,352</b>	<b>\$994,671</b>	

# Implications on trustee decisions

- ▶ Asset allocation
  - 90% of covered lives are in pay status (retired)
  - Discuss with investment advisor allocation strategies that match your cash flow needs with fund liquidity

# Watkins Ross

Christian R. Veenstra, FCA, ASA, MAAA, EA

[cveenstra@watkinsross.com](mailto:cveenstra@watkinsross.com)

[www.watkinsross.com/services](http://www.watkinsross.com/services)



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** September 22, 2025

**TOPIC:** 2025-2026 Winter Maintenance Agreement with Road Commission for Oakland County

### BACKGROUND BRIEF:

The Administration is requesting that the Village Council approve the 2025-2026 Oakland County Winter Maintenance Agreement, as presented. The Village of Lake Orion Department of Public Works performs winter maintenance on certain township roads on behalf of the Road Commission as follows:

- Sheron Street (0.08 mi.) from Central Drive to Fairview Street
- Central Drive (0.67 mi.) from Indianwood Road to the east subdivision limit of Lake Orion Groves Subdivision
- Bellevue Road (0.07 mi.) from Heights Road to the Village of Lake Orion limits
- Fairview (0.13 mi.) from Central Drive to dead end
- Grampian Road/Cinnamon Ridge gravel roads (0.33 mi.) – 16 times per season

The Village of Lake Orion Department of Public Works has performed these services for the Road Commission under an annual contract for many years.

### SUMMARY OF PREVIOUS COUNCIL ACTION:

None

### FINANCIAL IMPACT:

The total contractual compensation to be received by the Village of Lake Orion would be \$6,064.25 (4% increases from previous year) for the season, payable 50% in December 2025 and 50% in March 2026.

### RECOMMENDED MOTION:

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.



QUALITY LIFE THROUGH GOOD ROADS:  
ROAD COMMISSION FOR OAKLAND COUNTY  
"WE CARE."

**Board of Road Commissioners**

**Ronald J. Fowkes**  
Commissioner

**Andrea LaLonde**  
Commissioner

**Nancy Quarles**  
Commissioner

**Dennis G. Kolar, P.E.**  
Managing Director

**Gary Piotrowicz, P.E., P.T.O.E.**  
Deputy Managing Director  
County Highway Engineer

**Highway Maintenance  
Department**

**2420 Pontiac Lake Road  
Waterford, MI 48328**

**248-858-4881**

**FAX  
248-858-7607**

**www.rcocweb.org**

September 10, 2025

Mr. Wesley Sanchez  
Village Manager  
Village of Lake Orion  
37 E. Flint Street  
Lake Orion, Michigan 48362

RE: 2025-2026 Winter Maintenance Agreement

Dear Mr. Sanchez:

Attached are two copies of a Winter Maintenance Agreement between the Road Commission for Oakland County and the Village of Lake Orion.

This 2025-2026 agreement has an increase of 4%, which increases the amount from \$5,830.96 to \$6,064.25.

If this agreement is satisfactory, please electronically send one signed copy of the agreement and the resolution of approval by your Village Council to my account assistant Lema Sabbagh, email, [lsabbagh@rcoc.org](mailto:lsabbagh@rcoc.org). One fully signed copy will be returned to you upon approval by the Board of Road Commissioners.

Please furnish proof that your liability insurance covers this agreement and particularly covers your personnel and equipment working on county roads under the jurisdiction of the Board of Road Commissioners. If there are any changes in this coverage during the term of this agreement, we must be notified of these changes. We will also need a current certificate of membership in the Michigan Municipal Workers Compensation Fund.

The Board of Road Commissioners and I extend our appreciation to you, the Village Council, and your personnel for the fine work that has been done. We will continue to cooperate in any way to provide our citizens with the best road system possible.

We request that your signed agreement be returned to us no later than the end of November, so that we may present the agreement to our Board prior to the end of the year, which will allow RCOC to make payments per the agreement.

Sincerely,

Darryl M. Heid, P.E.  
Director of Highway Maintenance

/ls  
Attachment

2025-2026 WINTER MAINTENANCE AGREEMENT  
VILLAGE OF LAKE ORION

Under 1951 PA 51, As Amended

This Winter Maintenance Agreement (“Agreement”) is made this \_\_\_ day of \_\_\_\_\_, 2025, between the Board of County Road Commissioners of the County of Oakland, State of Michigan, a public body corporate, hereinafter referred to as the “Board,” and the Village of Lake Orion, Oakland County Michigan, a Michigan municipal corporation hereinafter referred to as the “Village.”

WHEREAS, certain county primary and local roads more specifically set forth in Exhibit A, attached hereto, are under the jurisdiction and control of the Board and are located within or adjacent to the Village; and

WHEREAS, The Village desires to be responsible for certain winter maintenance of said roads under the terms of this Agreement, and the Board is willing to participate in the cost thereof as provided in Section III of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants set forth herein as provided, it is hereby agreed as follows:

I

The Village will perform Winter Maintenance of certain roads under the terms of this Agreement, and the Board will participate in the cost thereof as provided in Section III of this Agreement. “Winter Maintenance,” herein required to be performed by the Village, shall mean snow removal and ice control, on all roads listed in Exhibit A, as follows: Snow removal by blading, plowing and other methods necessary to make the roads reasonably safe for public travel, and ice control by salting, sanding, scraping and other methods necessary to make the roads reasonably safe for public travel, together with such other work and services, such as recordkeeping and insurance, required by this Agreement. All Winter Maintenance work and services performed by the Village shall be in accordance with the Board’s maintenance guidelines, including the Board adopted Winter Maintenance Guidelines, the Board’s standard practices and this Agreement.

II

The Village shall keep accurate and uniform records of all Winter Maintenance work performed pursuant to this Agreement. The Board shall have the right to audit Village accounts and records insofar as such documents concern this Agreement and the work and services performed and to be performed hereunder.

III

In consideration of the assumption of Winter Maintenance by the Village, the Board hereby agrees to pay the Village the sum of \$6,064.25 as set forth in Exhibit A, attached hereto and made a part hereof. Such amounts are to be used by the Village for Winter Maintenance. Payments are to be made by the Board to the Village as follows:

50% in December 2025  
50% in March 2026

The making of said payments shall constitute the Board’s entire obligation in reference to Winter Maintenance.

The Village hereby agrees to hold harmless, represent, defend and indemnify the Board, the Road Commission for Oakland County, its officers, and employees; the County of Oakland; the Office of the Oakland County Water Resources Commissioner and applicable drainage district(s); the Michigan State Department of Transportation and the Transportation Commission; and any and all local unit(s) of government within which the roads subject to this Agreement are located, against any and all claims, charges, complaints, damages, or causes of action for (a) public or private property damage, (b) injuries to persons (including death), or (c) other claims, charges, complaints, damages or causes of action arising out of the performance or non-performance of the activities which are the subject matter of this Agreement, specifically those activities set out in Section I, both known and unknown, whether during the progress or after the completion thereof. However, this hold harmless provision does not apply insofar as any claim or suit is alleged to be, or demonstrated to be, the result of a defect in the highway design or condition and not related to the Winter Maintenance activities set forth in Section I. Further, since the Board has the statutory responsibility for maintenance of the roads under this Agreement, it is the intent of the parties that the delegation by this Agreement of those maintenance responsibilities to the Village provide immunity to the Village as an agent of the Board. Therefore, the Village falls within the governmental immunity protections of the Board.

During that part of the year that the Village is providing Winter Maintenance under Section I, the Village agrees to promptly notify the Board as soon as possible, but not longer than 5 days, should it become aware of defects or maintenance requirements in the roads set forth in Exhibit A, if said defects or maintenance requirements are not Winter Maintenance subject to this Agreement.

## V

The Village shall acquire and maintain, during the term of the Agreement, statutory worker's compensation insurance, employer's liability insurance, automobile and comprehensive general liability insurance coverages, as more fully described in Exhibit B attached hereto, covering the Board's liability for any and all claims arising out of the Village's performance or non-performance of the activities which are the subject matter of this Agreement.

Without the prior written consent of the Board, the Village shall not cancel, reduce, or fail to renew the insurance coverage required by this Agreement. Certificates of insurance for each policy of insurance required by this Agreement shall provide for 30 days actual (not "endeavor to"), prior, written notice to the RCOC by the insurance carrier of any cancellation, termination, reduction or other material change of the policy; and the Village shall deliver such certificates to the RCOC.

## VI

The Village further agrees to comply with all applicable laws and regulations, including without limitation, laws and regulations of the State of Michigan for safeguarding the air and waters of the State. Village facilities and operations must meet the provisions of Part 5 (Spillage of Oil and Polluting Materials) rules promulgated pursuant to Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. (Rules R324.2001 through R324.2009 address release prevention planning, secondary containment, surveillance, and release reporting requirements).

## VII

In accordance with Michigan 1976 Public Acts No. 220 and 453, being MCLA §§37.1209 and 37.2209, as the same may be amended, the Village and its subcontractors shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status; or because of a disability that is unrelated to the individual's ability to perform the

duties of a particular job or position. A breach of this covenant may be regarded as a material breach of this Agreement.

VIII

It is the intention of the parties hereto that this Agreement is not made for the benefit of any third party.

It is anticipated that subsequent agreements regarding Winter Maintenance activities will be executed annually by the Parties hereto.

The terms and conditions of this Agreement shall become effective on October 1, 2025, and shall continue in full force and effect until a subsequent Winter Maintenance agreement has been executed by the parties hereto or until this Agreement is terminated, as set forth below.

In the event that a subsequent Winter Maintenance agreement has not been executed by the parties hereto on or before September 1, 2026, either party may terminate this Agreement by providing the other party hereto with written notice of intent to terminate, at least thirty (30) days prior to the date of termination.

This Agreement is executed by the Board at its meeting of \_\_\_\_\_, and by the Village by authority of a resolution of its governing body, adopted \_\_\_\_\_, (copy attached as Exhibit C).

Witnesses:

VILLAGE OF LAKE ORION  
A Municipal Corporation

\_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_

Its: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Witnesses:

BOARD OF COUNTY ROAD COMMISSIONERS  
OF THE COUNTY OF OAKLAND,  
A Public Body Corporate

\_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_

Its: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

**WINTER MAINTENANCE  
2025-2026**

**VILLAGE OF LAKE ORION  
EXHIBIT A**

Sheron St

Extending from Central Drive to Fairview St

<u>Miles</u>	<u>Cost Per Mile</u>	
0.08	\$4,624.26	\$ 369.94

Central Drive

Extending from Indianwood Road to the east subdivision  
limit of Lake Orion Groves Subdivision

<u>Miles</u>	<u>Cost Per Mile</u>	
0.67	\$4,624.26	\$ 3,098.25

Bellevue Road

Extending from Heights Road to the Village of Lake Orion Corporate Limit

<u>Miles</u>	<u>Cost Per Mile</u>	
0.07	\$4,624.26	\$ 323.70

Fairview

Extending from Central to dead end

<u>Miles</u>	<u>Cost Per Mile</u>	
0.13	\$4,624.26	<u>\$ 601.15</u>

<u>Total Miles</u> 0.95	<b>TOTAL</b>	<b>\$ 4,393.05</b>
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TWO LANES (\$4,624.26 per mile)

<u>Miles</u>	<u>Cost Per Mile</u>	
0.08	\$4,624.26	\$ 369.94
0.67	\$4,624.26	\$ 3,098.25
0.07	\$4,624.26	\$ 323.70
0.13	\$4,624.26	<u>\$ 601.15</u>

<u>Total Miles</u> 0.95	<b>TOTAL</b>	<b>\$ 4,393.05</b>
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Grampian Road/Cinnamon Ridge (Gravel Roads)

Portion of Grampian Road and  
Cinnamon Ridge for a total of 1,735 ft.  
(\$104.45 per frequency)

<u>Frequencies</u>	<u>Cost Per Frequency</u>	
16.00	\$104.45	<u>\$ 1,671.20</u>

<b>TOTAL</b>	<b>\$ 6,064.25</b>
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50% in December, 2025	\$ 3,032.12
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50% in March, 2026	<u>\$ 3,032.13</u>
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<b>TOTAL</b>	<b>\$ 6,064.25</b>
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2025-2026 WINTER MAINTENANCE AGREEMENT

ROAD COMMISSION FOR OAKLAND COUNTY

INSURANCE PROVISION (VILLAGE)

Insurance Coverage:

The Village, prior to execution of the maintenance agreement, shall file with the Road Commission for Oakland County, copies of completed certificates of insurance as evidence that he carries adequate insurance satisfactory to the Board. Insurance coverage shall be provided in accordance with the following:

- a. Worker’s Compensation and Employer’s Liability Insurance: The insurance shall provide worker’s compensation protection for the Village’s employees, to the statutory limits of the State of Michigan, and provide Part B Employers Liability as follows:

Table with 2 columns: Insurance Type, Amount. Rows: Each Accident (\$1,000,000), Disease – Each Employee (\$1,000,000), Disease – Policy Limit (\$1,000,000).

The indemnification obligation under this section shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Village under worker’s disability compensation coverage established by law.

- b. Bodily Injury and Property Damage: The insurance shall provide protection against all claims for damages to public or private property, and injuries to persons arising out of and during the progress and to the completion of the work, and with respect to product and completed operation for one year, after completion of the work.

- 1. Bodily Injury and Property Damage Other Than Automobile: The minimum limits of property damage and bodily injury liability covering each contract shall be:

Table with 2 columns: Liability Type, Limit. Row 1: Bodily Injury and Property Damage Liability (Each Person \$1,000,000, Each Occurrence \$1,000,000, Aggregate \$2,000,000). Row 2: or: Combined Single Limit: Aggregate \$2,000,000.

Such insurance shall include: 1) explosion, collapse, and underground damage hazards (x,c,u), which shall include, but not be limited to coverage for (a) underground damage to facilities due to drilling and excavating with mechanical equipment; and (b) collapse or structural injury to structures due to blasting or explosion, excavation, tunneling, pile driving, cofferdam work, or building moving or demolition; (2) products and completed operations; (3) contractual liability; and (4) independent contractors coverages.

2. Bodily Injury Liability and Property Damage Automobiles: The minimum limits of bodily injury liability and property damage liability shall be:

Bodily Injury and Property Damage Liability: Each Person           \$1,000,000 Each Occurrence     \$1,000,000	or: Combined Single Limit: Each Occurrence:   \$1,000,000
--	--

Such insurance shall include coverage for all owned, hired, and non-owned vehicles.

- c. Excess and Umbrellas Insurance – The Village may substitute corresponding excess and/or umbrella liability insurance for a portion of the above listed requirements in order to meet the specified minimum limits of liability.
- d. The Village shall provide for and in behalf of the Road Commission for Oakland County and all agencies specified by the Road Commission, as their interest may appear, Owner’s Protective Public Liability Insurance. Such insurance shall provide coverage and limits the same as the Village’s General Liability Insurance.
- e. Notice – The Village shall not cancel, renew, or non-renew the coverage of any insurance required by this Section without providing 30-day prior written notice to the Road Commission for Oakland County. All such insurance shall include an endorsement whereby the insurer shall agree to notify the Road Commission for Oakland County immediately of any reduction by the Village. The Village shall cease operations on the occurrence of any such cancellation or reduction and shall not resume operations until new insurance is in force. If the Village cannot secure the required insurance within 30 days, the Board reserves the right to terminate the Contract.
- f. Reports: The Village or its insurance carrier shall promptly report to the Road Commission all of the following events each time as they occur: Claims received, claims investigations made, and disposition of claims.

See provisions of the maintenance agreement to which this Exhibit B is attached.



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** September 22, 2025

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

**BACKGROUND BRIEF:** The Michigan Department of Transportation (MDOT) requires municipalities to adopt a Performance Resolution as a condition for issuing permits to perform construction, utility, maintenance, or other operations within State Highway Right of Way.

The Performance Resolution:

- Establishes responsibilities and liability between the Village and MDOT.
- Requires the Village to ensure contractors hold MDOT harmless for claims and damages.
- Ensures the Village is responsible for restoration of State Right of Way following permitted work.
- Provides that insurance policies must name the State of Michigan and MDOT as insureds, when required.
- Authorizes specific Village officials to apply for permits on behalf of the Village.

This resolution is necessary for the Village to obtain either Individual Permits or an Annual Permit from MDOT for any work within the State Highway Right of Way.

**RECOMMENDED MOTION:** Move 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

## PERFORMANCE RESOLUTION FOR MUNICIPALITIES

*This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".*

RESOLVED WHEREAS, the \_\_\_\_\_ The Village of Lake Orion  
(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

- 6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

Darwin McClary \_\_\_\_\_

Wesley Sanchez \_\_\_\_\_

Mark Amundson \_\_\_\_\_

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the \_\_\_\_\_  
(Name of Board, etc.)

of the \_\_\_\_\_ of \_\_\_\_\_  
(Name of MUNICIPALITY) (County)

at a \_\_\_\_\_ meeting held on the \_\_\_\_\_ day

of \_\_\_\_\_ A.D. \_\_\_\_\_.

\_\_\_\_\_  
*Signed*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Print Signed Name*



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** September 22, 2025

**TOPIC** Social District Permit – NIKOLA’S, LLC

**BACKGROUND BRIEF:**

The MLCC requires a business seeking to participate in an approved Social District to submit a license application for the location and operator to ensure compliance with their underlying license and to obtain Local Government review and approval by resolution.

NIKOLLA’S LLC is the new occupant at 45 W Flint Street (formerly Anita’s Kitchen) and is bringing a family style restaurant and spirits venue. In discussion with their representatives it sounds like a return of the CJ’s style morning dining options, with a cool family based lounge atmosphere. A welcome, quick turn around of that gateway space.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

The 45 W Flint Street location has been previously approved by resolution. A Map affirming that the common area for the permit is shared by at least two (2) contiguous qualified licensee(s) is attached.

**FINANCIAL IMPACT:**

N/A

**RECOMMENDED MOTION:**

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.



### Social District Permit Application

#### Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name: Nikolla's LLC		
Address: 45 W. Flint St.		
City: Lake Orion	State: MI	Zip Code: 48362-3137
Contact Name: Steve Grobbel	Phone: (248) 655-7915	Email: <a href="mailto:sgrobbel@cebhlaw.com">sgrobbel@cebhlaw.com</a>

#### Part 2 - Required Documents & Fees

<input checked="" type="checkbox"/> Local Governmental Unit Approval <input checked="" type="checkbox"/> Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)	
<input checked="" type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036)  <input checked="" type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	<b>TOTAL DUE:</b> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin: 5px 0;"><b>\$320.00</b></div> Make checks payable to <b>State of Michigan</b>

Leave Blank - MLCC Use Only

#### Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Marta Nikolla, Member

Print Name of Licensee & Title

Signature of Licensee

8-19-2025  
Date

Please return this completed form and fees to:  
Michigan Liquor Control Commission  
Mailing address: P.O. Box 30005, Lansing, MI 48909  
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906  
Fax with Credit Card Authorization to: 517-284-8557



### Local Governmental Unit Approval For Social District Permit

**Instructions for Governing Body of Local Governmental Unit:**

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a REGULAR meeting of the LAKE ORION VILLAGE council/board  
(regular or special) (name of city, township, or village)

called to order by \_\_\_\_\_ on SEPTEMBER 22, 2025 at \_\_\_\_\_  
(date) (time)

the following resolution was offered:

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the application from NIKOLA'S LLC  
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is RECOMMENDED by this body for consideration for approval by the  
(recommended/not recommended)  
Michigan Liquor Control Commission.

If not recommended, state the reason: \_\_\_\_\_

**Vote**

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the VILLAGE OF LAKE ORIC  
council/board at a REGULAR meeting held on SEPTEMBER 22, 2025  
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

\_\_\_\_\_  
Print Name of Clerk

\_\_\_\_\_  
Signature of Clerk

\_\_\_\_\_  
Date

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

# DOWNTOWN LAKE ORION BOUNDARY SOCIAL DISTRICT



**Social District & Common Areas**

The Downtown Lake Orion Social District and Commons Area is defined by the border shown in the map above, including sidewalks adjacent to and adjoining the licensed establishments within Downtown Lake Orion. Specific crosswalks and roadways are considered part of the social district as it pertains to permitted pedestrian travel only. The social district does not include parking lots, roadways, or non-licensed establishments.



**VILLAGE OF LAKE ORION  
 COUNTY OF OAKLAND  
 STATE OF MICHIGAN**

**COUNCIL RESOLUTION 2025-034**

**A RESOLUTION RECOMMENDING APPROVAL OF THE SOCIAL DISTRICT PERMIT APPLICATION PURSUANT TO MCL 436.1551 NIKOLA’S, LLC TO BE LOCATED AT 45 W FLINT ST, LAKE ORION, MICHIGAN**

**AYES:**

**NAYS:**

**ABSENT:**

**RESOLVED:** That the application from Nikola’s, LLC. for a Social District Permit is recommended by this body, the Lake Orion Village Council, for consideration for approval by the Michigan Liquor Control Commission

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON SEPTEMBER 22, 2025.

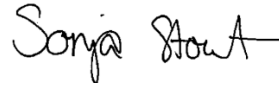
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Sonja Stout  
 Clerk/Treasurer  
 Village of Lake Orion

**CERTIFICATION**

I, Sonja Stout, duly appointed Village Clerk/Treasurer of the Village of Lake Orion, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Village Council at its regular meeting held on the 22<sup>nd</sup> day of September 2025.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan this 22<sup>nd</sup> day of September 2025.



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Sonja Stout  
Village of Lake Orion Clerk/Treasurer

DATED: September 22, 2025



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** September 22, 2025  
**TOPIC** Social District Permit – CGKW, LLC

**BACKGROUND BRIEF:**

The MLCC requires a business seeking to participate in an approved Social District to submit a license application for the location and operator to ensure compliance with their underlying license and to obtain Local Government review and approval by resolution.

CGKW, LLC, is currently attempting to purchase the Oat Soda, Lake Orion establishment at 197 S Broadway Street. This new full-service restaurant will embrace the vibe and south end atmosphere of the space and be a unique dining option.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

The 197 S Broadway Street location has been previously approved by resolution. A Map affirming that the common area for the permit is shared by at least two (2) contiguous qualified licensee(s) is attached.

**FINANCIAL IMPACT:**

N/A

**RECOMMENDED MOTION:**

Move by resolution that the application of CGKW, LLC for a Social District Permit for the licensed premises at 197 S Broadway Street is recommended for consideration for approval by the Michigan Liquor Control Commission.



### Social District Permit Application

#### Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name: CGKW, LLC		
Address: 49118 Shannon Court		
City: Macomb	State: MI	Zip Code: 48042
Contact Name: Craig Geatches	Phone: (586) 634-6594	Email: cgeatches@yahoo.com

#### Part 2 - Required Documents & Fees

<input type="checkbox"/> Local Governmental Unit Approval <input type="checkbox"/> Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)		<b>TOTAL DUE:</b> <div style="border: 1px solid black; width: 100px; height: 30px; margin: 5px auto;"></div> Make checks payable to <b>State of Michigan</b>	<i>Leave Blank - MLCC Use Only</i>
<input type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036)			
<input type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)			

#### Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

CGKW, LLC - Craig Geatches/Manager/Member		9/15/25
Print Name of Licensee & Title	Signature of Licensee	Date

Please return this completed form and fees to:  
Michigan Liquor Control Commission  
Mailing address: P.O. Box 30005, Lansing, MI 48909  
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906  
Fax with Credit Card Authorization to: 517-284-8557



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a REGULAR meeting of the LAKE ORION VILLAGE council/board
(regular or special) (name of city, township, or village)

called to order by on SEPTEMBER 22, 2025 at
(date) (time)

the following resolution was offered:

Moved by and supported by

that the application from CGKW, LLC
(name of licensee - if a corporation or limited liability company, please state the company name)

for a Social District Permit is RECOMMENDED by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason:

Vote

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the VILLAGE OF LAKE ORIC
council/board at a REGULAR meeting held on SEPTEMBER 22, 2025
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the
council/board as part of a social district pursuant to MCL 436.1551.



Print Name of Clerk

Signature of Clerk

Date

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

# DOWNTOWN LAKE ORION SOCIAL DISTRICT BOUNDARY



CURRENTLY PUBLISHED DISTRICT

*Nikola's + Rise Lounge*

*Sick Town Hall*

*Clower & Cheek CASH, LLC*

## Social District & Commons Areas

The Downtown Lake Orion **Social District** and **Commons Area** is defined by the border shown in the map above, including sidewalks adjacent to and adjoining the licensed establishments within Downtown Lake Orion. Specific crosswalks and roadways are considered part of the social district as it pertains to permitted pedestrian travel only. The social district does not include parking lots, roadways, or non-licensed establishments.

-  SOCIAL DISTRICT BOUNDARY
-  COMMON AREA BOUNDARY



**VILLAGE OF LAKE ORION  
 COUNTY OF OAKLAND  
 STATE OF MICHIGAN**

**COUNCIL RESOLUTION 2025-035**

**A RESOLUTION RECOMMENDING APPROVAL OF THE SOCIAL DISTRICT PERMIT APPLICATION PURSUANT TO MCL 436.1551 CGKW, LLC TO BE LOCATED AT 197 S BROADWAY STREET, LAKE ORION, MICHIGAN**

**AYES:**

**NAYS:**

**ABSENT:**

**RESOLVED:** That the application from CGKW, LLC. for a Social District Permit is recommended by this body, the Lake Orion Village Council, for consideration for approval by the Michigan Liquor Control Commission

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON SEPTEMBER 22, 2025.

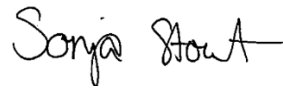
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Sonja Stout  
 Clerk/Treasurer  
 Village of Lake Orion

**CERTIFICATION**

I, Sonja Stout, duly appointed Village Clerk/Treasurer of the Village of Lake Orion, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Village Council at its regular meeting held on the 22<sup>nd</sup> day of September 2025.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan this 22<sup>nd</sup> day of September 2025.



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Sonja Stout  
Village of Lake Orion Clerk/Treasurer

DATED: September 22, 2025



**COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** September 22, 2025

**TOPIC** Social District Permit – SICK ORION INC dba SICK TOWN HALL

**BACKGROUND BRIEF:**

The MLCC requires a business seeking to participate in an approved Social District to submit a license application for the location and operator to ensure compliance with their underlying license and to obtain Local Government review and approval by resolution.

SICK TOWN HALL PIZZA. This new business is owned/partnered by Scott Taylor who purchased 313 Pizza and is successfully up and operating in 37 E Flint Street. They are zoning and license approved and are asking for inclusion as a licensed vendor in the Social District. As a new operator, the state requires a new license application, and not a transfer from the prior license holder.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

The 37 E Flint Street location has been previously approved by resolution. A Map affirming that the common area for the permit is shared by at least two (2) contiguous qualified licensee(s) is attached.

**FINANCIAL IMPACT:**

N/A

**RECOMMENDED MOTION:**

Move by resolution that the application of SICK ORION INC dba SICK TOWN HALL for a Social District Permit for the licensed premises at 37 E Flint Street is recommended for consideration for approval by the Michigan Liquor Control Commission.



### Social District Permit Application

#### Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name: Sick Orion Inc DBA Sick Town Hall		
Address: 37 E Flint Street		
City: Lake Orion	State: MI	Zip Code: 48362
Contact Name: Tom Bailey	Phone: 248-276-0300	Email: tombailey@asnalarm.com

#### Part 2 - Required Documents & Fees

<input checked="" type="checkbox"/> Local Governmental Unit Approval <input checked="" type="checkbox"/> Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)	
<input checked="" type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036)  <input checked="" type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	<b>TOTAL DUE:</b> <div style="border: 1px solid black; width: 80px; height: 20px; margin: 5px auto;"></div> Make checks payable to <b>State of Michigan</b>

*Leave Blank - MLCC Use Only*

#### Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Thomas Bailey President		7/26/2025
Print Name of Licensee & Title	Signature of Licensee	Date

Please return this completed form and fees to:  
Michigan Liquor Control Commission  
Mailing address: P.O. Box 30005, Lansing, MI 48909  
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906  
Fax with Credit Card Authorization to: 517-284-8557



# DOWNTOWN LAKE ORION BOUNDARY SOCIAL DISTRICT



**Social District & Common Areas**

The Downtown Lake Orion Social District and Commons Area is defined by the border shown in the map above, including sidewalks adjacent to and adjoining the licensed establishments within Downtown Lake Orion. Specific crosswalks and roadways are considered part of the social district as it pertains to permitted pedestrian travel only. The social district does not include parking lots, roadways, or non-licensed establishments.

- SOCIAL DISTRICT BOUNDARY
- COMMON AREA BOUNDARY



**VILLAGE OF LAKE ORION  
 COUNTY OF OAKLAND  
 STATE OF MICHIGAN**

**COUNCIL RESOLUTION 2025-036**

**A RESOLUTION RECOMMENDING APPROVAL OF THE SOCIAL DISTRICT PERMIT APPLICATION PURSUANT TO MCL 436.1551 SICK ORION INC dba SICK TOWN HALL TO BE LOCATED AT 37 E FLINT, LAKE ORION, MICHIGAN**

**AYES:**

**NAYS:**

**ABSENT:**

**RESOLVED:** That the application from Sick Orion Inc dba Sick Town Hall. for a Social District Permit is recommended by this body, the Lake Orion Village Council, for consideration for approval by the Michigan Liquor Control Commission

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON SEPTEMBER 22, 2025.

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Sonja Stout  
 Clerk/Treasurer  
 Village of Lake Orion

**CERTIFICATION**

I, Sonja Stout, duly appointed Village Clerk/Treasurer of the Village of Lake Orion, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Village Council at its regular meeting held on the 22<sup>nd</sup> day of September 2025.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan this 22<sup>nd</sup> day of September 2025.



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Sonja Stout  
Village of Lake Orion Clerk/Treasurer

DATED: September 22, 2025



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** September 22, 2025

**TOPIC:** Approval of Special Event – Lake Orion High School Homecoming Parade

### BACKGROUND BRIEF:

Lora Hogan of Lake Orion Leadership Class submitted a Special Event Permit Application on September 4, 2025, for the annual Lake Orion High School Homecoming Parade. The event is scheduled for Sunday, October 12, 2025, from 3:30 PM to 4:30 PM, following the traditional route from Blanche Sims Elementary School to the Ehman Center. The parade will feature student groups, athletic teams, and the marching band.

### RECOMMENDED MOTION:

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.



**VILLAGE OF LAKE ORION  
COUNTY OF OAKLAND  
STATE OF MICHIGAN**

**RESOLUTION NO. 2025-033  
A RESOLUTION APPROVING THE SPECIAL EVENT PERMIT APPLICATION FOR  
LAKE ORION HIGH SCHOOL HOMECOMING PARADE  
AND APPROVING THE EXECUTION OF LICENSE AGREEMENT**

**VOTING YEA:**

**VOTING NAY:**

**ABSENT:**

**MOTION:**

**RESOLVED:** To approve the Special Event Permit Application submitted by Lora Hogan on behalf of the Lake Orion Leadership Class, dated September 4, 2025, for the Lake Orion High School Homecoming Parade to be held on Sunday, October 12, 2025, from 3:30 PM – 4:30 PM at various Village streets and rights-of-way, as outlined in the application.

**FURTHER RESOLVED:** To approve the License Agreement between the Village of Lake Orion and the Lake Orion Leadership Class and to authorize the Village President and Village Clerk to execute the Agreement on behalf of the Village.

**FURTHER RESOLVED:** This approval is conditioned on the following:

**Administrative Requirements:**

1. Event clean-up is the responsibility of the applicant. The applicant shall prohibit the throwing of candies to parade-goers.
2. All tents and temporary structures must be securely anchored to withstand inclement weather or wind conditions to prevent potential injury.
3. Sound from the microphones and speakers must comply with all applicable Village ordinance.

**DPW Requirements:**

1. The use of Village orange cones will be based on availability.
2. The DPW will not supply extension cords or cord covers.

3. Village properties will be properly maintained before and after the event.

**Police Department Requirements:**

1. Cellular telephone numbers of event staff and on-scene managers must be provided to the Police Department within 24 hours of the event.
2. Street closures will be determined by the Lake Orion Police Department.
3. Parking is prohibited on the parade route, which runs from Blanche Sims Elementary School to the Ehman Center. Parking is permitted on other streets and in Village lots.
4. The applicant shall be responsible for reimbursing the Village for all police resources 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.
5. 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.
6. 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.
7. 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).

**Fire Department Requirements:**

1. There shall be no parking in the Fire State parking lot or along Anderson Street.
2. The parade route shall follow the path indicated on the applicant's map, highlighted in yellow.
3. Anderson and Front Streets shall remain open.

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, SEPTEMBER 22, 2025.



Sonja Stout  
Village of Lake Orion Clerk/Treasurer

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**CERTIFICATION**

I, Sonja Stout, duly appointed Clerk/Treasurer of the Village of Lake Orion, Oakland County, Michigan, do hereby certify that the foregoing is a true and correct copy of Resolution 2025-033 adopted by the Village of Lake Orion Village Council at its regular meeting held on the 22<sup>nd</sup> day of September 2025.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan on this 22<sup>nd</sup> day of September 2025.

Village of L 

DATED: September 23, 2025



Special Event  
**SE-2025-010**

Balance  
**\$0.00**

Applicant	Application #	Submitted	Issued	Starts	Expires	Identifier
Lora Hogan	QH-QZPO	Sep 4, 2025	--	Oct 12, 2025	--	--

### Applicant Information

**APPLICANT**  
**Lora Hogan**

✉ Lora.Hogan@lok12.org

☎ (248) 895-8501

📍  
495 E Scripps Rd #Leadership HOCO shirts,  
Lake Orion, MI 48360

📍 *Same as mailing address*

**Agent**

**AGENT**  
**Lora Hogan**

✉ lora.hogan@lok12.org

☎ (248) 894-8501

📍 495 E Scripps 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 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.

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.


Issued By:

**Internal Notes - Employee Communication** 

Applicant called on 9/4/2025 and clarified some details of the application. She stated she will obtain the remaining requirements by the week of 9/8/2025. - LBlough

Spoke with applicant on 9/8/2025 to verify the event start time. The LOCS calendar lists a 3:30 PM start, while during our phone conversation on 9/4/2025 she indicated it would start at 3:00 PM. We will stick with the 3:30 PM start time to remain consistent with the LOCS calendar already posted on their website. - LBlough

Certificate of Insurance and Hold Harmless Agreement were received on 9/9/2025. -Lblough

**Approved Event:** 


N/A

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General Information

**Event Location**

**29 FRONT ST**  
LAKE ORION, MI 48362



**Event Locations**

Streets of Lake Orion (Florence Street, Flint Street, Broadway Street, Elizabeth Street)

**Zoning District**

MU - Mixed Use

**Event Name**

Lake Orion High School Homecoming Parade

**Event Details**

On Sunday October 12, we will host the 2025 HOCO parade in downtown Lake Orion.

**Date / Hours of Event**

10/12/2025 from 3:30 PM to 4:30 PM

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

Set-up starts on 10/12/2025 at 2:00 PM, tear down on 10/12/2025 at 5:00 PM

**Event Map**

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

Yes

If yes, how many days?

1

If yes, describe

We will need to have the same set up as last year. Street closures on Florence Street, Flint Street, Broadway Street, Elizabeth Street/Lapeer Street. Please see attached parade route.

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

N/A

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

Is this event expected to occur next year?

Yes

If Yes, provide next year's specific dates

N/A

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

Annual HOCO parade for Lake Orion High School

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

No

**Describe above selection**

Always at LO Downtown

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Event Details (continued)

**Total estimated attendance each day**

1000+

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

Public Parking in the village and downtown

**Parking Plan**

**How will trash be handled?**

There will be no trash, no candies would be thrown to parade goers.

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

Yes

**If yes, describe**

A parade announcer would be using mic between 3:00 PM and 4:00 PM.

**Will tents be used?**

Yes

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

In front of HANSON'S store

**Portable restrooms**

No

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

N/A

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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

N/A

Will merchandise be sold?

No

If yes, describe

N/A

Request Use of Village Equipment ONLY

Use of Equipment Start (Day / Time)

N/A

Use of Equipment End (Day / Time)

N/A

Barricades/Traffic Cones

Yes

If yes, describe

See map for closure of streets

Temporary Closure Signage

Yes

Trash Cans

N/A

Electrical Connections

No

If yes, describe

N/A

Water

No

If yes, describe

N/A

Emergency Fire Equipment, such as ambulance

No

If yes, describe

N/A

Other Village Services

Yes

If yes, describe

Will need the police to help with traffic

Municipal Equipment

Event Signs

Will this event include the use of signs?

Location(s) of Sign

No

N/A

Section 7, Item F.

**Sign Dimensions**

**Sign Sketch Plan**

NA

**Location Map**

**Temporary Display Start**

**Temporary Display End**

**Quantity of Temporary Signs**

N/A

---

Certifications and Signatures

**Signature of Sponsoring Organization's Agent**

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Hold Harmless Agreement

**Hold Harmless Agreement**

**Fees**

Application Fee	\$25.00
Special Event - Right Of Way	\$75.00
<b>TOTAL</b>	<b>\$100.00</b>
<b>PAID</b>	<b>\$100.00</b>
<b>BALANCE DUE</b>	<b>\$0.00</b>

**Transaction Log**

<b>09/04/2025</b>	<b>Payment</b>	<b>Card</b>	<b>\$100.00</b>
Non-refundable convenience fee of \$6.00			

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**Communication**

**Lynsey B** September 4, 3:10 PM  
Hi Lora,

Thank you for submitting the application for the **Lake Orion High School Homecoming Parade** scheduled for **October 12, 2025**. We truly appreciate the time and effort it takes to organize such a meaningful community event. Section 7, Item F.

We do want to bring several important items to your attention regarding your submission:

1. **Submission Deadline:** Village policy requires that special event applications be submitted at least **90 days prior to the event date** if the event has been held in the past. Since we received your application on **September 4, 2025**, the submission unfortunately falls outside of the required timeframe.

2. **Incomplete Application:** In reviewing the materials, the following items are still missing:
- A **Hold Harmless Agreement** (attached is a blank form for your use). Please note we **require wet signatures**; fill out the form, scan, and upload it.
  - A **Certificate of Insurance** naming the **Village of Lake Orion** as both the **Certificate Holder** and **Additional Insured**

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2. **Clarifications Needed:** A few details in the application require clarification before we can proceed:

- The **anticipated end time** of the event was not indicated.
- The **setup start time** and **tear-down time** were not clearly provided.
- While you attached the parade route/event map and noted it is the same setup as last year, the application still needs to **clearly describe the specific street closures**.
- Please confirm **how many tents** will be placed in front of Hanson's.

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At this point, there is only **one Village Council meeting remaining** before the event date. Because of the late and incomplete submission, we **cannot guarantee that approval will be granted** in time for the event to take place.

Please provide the missing documents and clarification as soon as possible so we can move forward with the review process.

Thank you for your understanding, and please don't hesitate to reach out with any questions.

[4 Village of Lake Orion - Hold Harmless Agreement fillable.pdf](#)

**Lynsey B** September 8, 10:44 AM

Good morning, Lora,

I tried reaching you at the two phone numbers listed on your application—(248) 895-8501 and (248) 894-8501—but was unable to get through. Could you please give us a call back at **(248) 693-8391** at your earliest convenience? We just need to clarify a few details with you.

Thank you!

**Lynsey B** September 8, 3:45 PM

Hi Lora,

Based on our phone conversation today, we will keep the 3:30 PM start time to remain consistent with the LOCS calendar.

Attached is the License Agreement for your review. Kindly sign and return it to us.

Also, please note that the Village Council Regular Meeting now begins at 6:30 PM. We encourage you case Council has any additional questions regarding your Special Event Application.

Section 7, Item F.

Thank you!

LOHS Homecoming Parade Lic Agreement.pdf

**Lynsey B** September 9, 1:03 PM

Hi Lora,

I returned Shannon's call and spoke with her. We updated the License Agreement to reflect Andrea Curtis as the signer, and she also sent over the Certificate of Insurance. Shannon is aware that we still need the Hold Harmless Agreement, and she will review that with Andrea. I just wanted to keep you updated.

Thanks!

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## 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 - ACTIVE

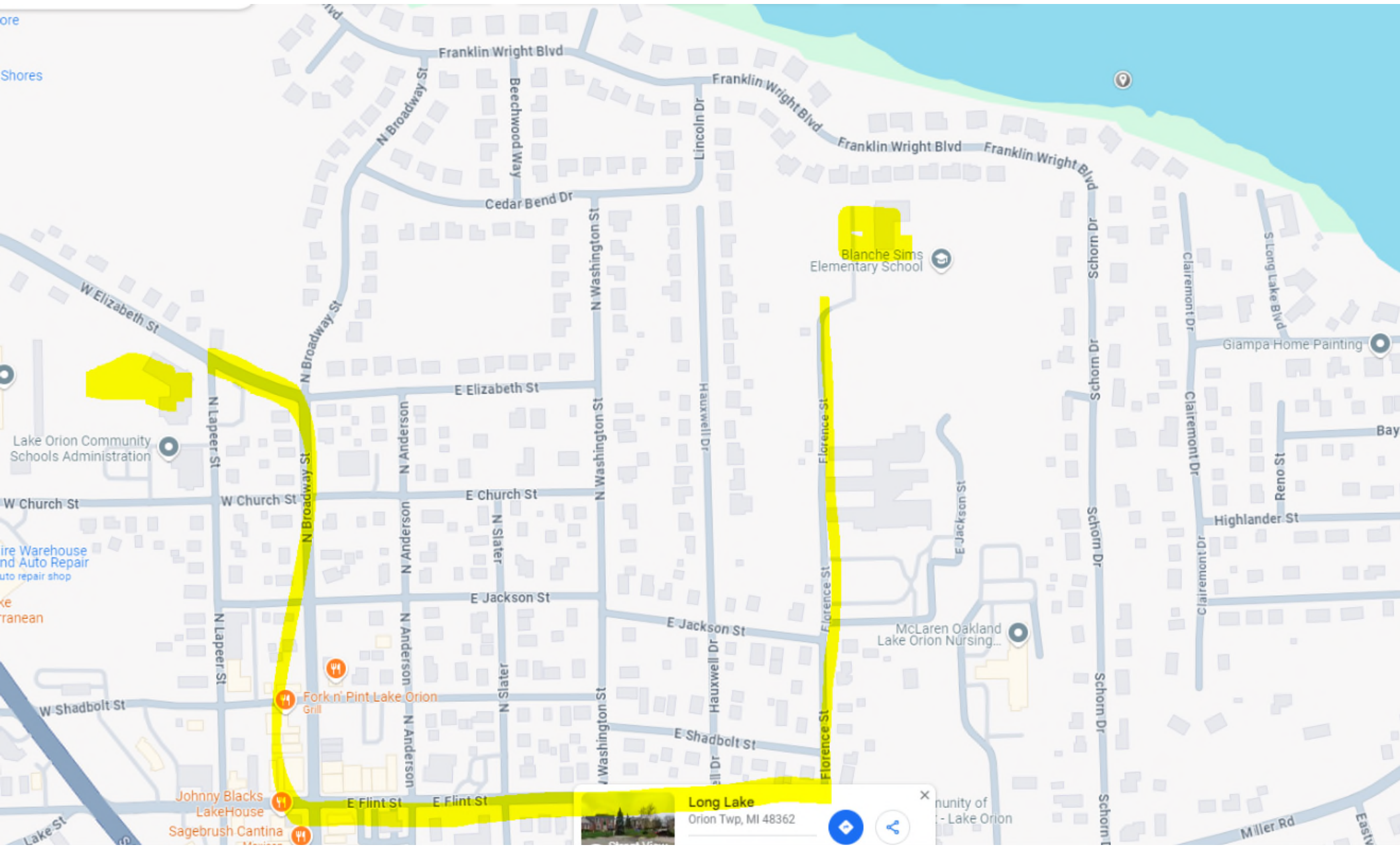
Assignee: Mario Ortega

### 7. Council Review - INACTIVE

Assignee: Lynsey Blough

### 8. Issue Permit - INACTIVE

Assignee: Lynsey Blough





**CERTIFICATE OF COVERAGE**

Section 7, Item F.


<p>PRODUCER</p> <p><b>SET SEG</b> 1520 Earl Avenue East Lansing, MI 48823</p>	<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.</p>
<b>COMPANIES AFFORDING COVERAGE</b>	

<p>MEMBER</p> <p><b>Lake Orion Community Schools</b> 315 N Lapeer St   Lake Orion, MI 48362</p>	<p><b>A</b> MASB-SEG Property/Casualty Pool, Inc.</p>
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THIS IS TO CERTIFY THAT THE COVERAGE REFERENCE NUMBER OF COVERAGE LISTED BELOW HAVE BEEN ISSUED TO THE MEMBER NAMED ABOVE FOR THE COVERAGE REFERENCE NUMBER PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE COVERAGE AFFORDED BY THE COVERAGE REFERENCE NUMBER DESCRIBED HEREIN IS SUBJECT TO ALL TERMS, EXCLUSIONS AND CONDITIONS OF SUCH COVERAGE REFERENCE NUMBERS.

CO LTR	TYPE OF COVERAGE	COVERAGE REFERENCE NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS	
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> Comprehensive Form <input checked="" type="checkbox"/> Premises/Operations <input checked="" type="checkbox"/> Products/Completed Operations <input checked="" type="checkbox"/> Broad Form Property Damage <input checked="" type="checkbox"/> Personal Injury	PC-63230-2026-01	10/12/2025	10/12/2025	BI & PD COMBINED OCCURRENCE	\$1,000,000
					BI & PD COMBINED AGGREGATE	\$3,000,000
					PERSONAL INJURY OCCURRENCE	\$1,000,000
					PERSONAL INJURY AGGREGATE	\$3,000,000
A	<b>EXCESS LIABILITY</b> <input checked="" type="checkbox"/> General Liability <input checked="" type="checkbox"/> Automobile Liability <input checked="" type="checkbox"/> Garage Liability	PC-63230-2026-01	10/12/2025	10/12/2025	OCCURRENCE	\$15,000,000
					ANNUAL AGGREGATE	\$15,000,000

<p><b>CERTIFICATE HOLDER</b> Village of Lake Orion 21 E Church St   Lake Orion, MI 48362</p>	<p>SHOULD ANY OF THE ABOVE DESCRIBED COVERAGE REFERENCE NUMBERS BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL <b>30</b> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.</p>
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<p>AUTHORIZED REPRESENTATIVE</p>  <p>Katie Lehman PROPERTY/CASUALTY DEPARTMENT</p>	<p>{9/9/2025}</p>
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# Charter Township of Orion

Section 7, Item F.

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

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

September 10, 2025

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

RE: Homecoming Parade\_2025

Lake Orion Village Council,

It is the recommendation of the Orion Township Fire Department that the event, Lake Orion Homecoming Parade, be approved with the following conditions.

1. There shall be no parking in the Fire Station parking lot or along Anderson Street.
2. The parade route shall follow the approved map that was submitted with application.
3. Anderson and Front Streets shall remain open.

*John Pender*

John Pender, Assistant Fire Chief  
Orion Township Fire Department



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** September 22, 2025

**TOPIC** Approval of Village Council Regular meeting minutes of September 8, 2025.

**RECOMMENDED MOTION:** To approve the September 8, 2025 Village Council Regular meeting minutes as presented.



# MINUTES

## REGULAR MEETING OF THE VILLAGE COUNCIL

Monday, September 08, 2025

6:30 PM

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

(248) 693-8391 ext. 102

### 1. Call to Order

The September 8, 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

#### STAFF PRESENT

Acting Village Manager/DPW Director Wes Sanchez

Police Chief Mark Amundson

Clerk/Treasurer Sonja Stout

### 4. Presentations

None.

### 5. Call to the Public

Steve Samet inquired about council member conduct and directed a question to President Rutt. President Rutt responded that, per the Council Rules of Procedure, the Chair is not permitted to respond during the meeting but would be happy to do so afterward.

Harry Stephens commented on the Village Manager's contract and the amount of time off included.

Donald Kindred shared his concerns regarding his experiences with the Lake Orion Police Department.

**6. Approval of Agenda**

**MOTION** made by Council member Dandalides, Seconded by President Pro Tem Ford, to approve the Agenda for the September 8, 2025 Village Council Regular Meeting as presented.

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

**7. Consent Agenda**

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

**MOTION** made by Council member Moshier, Seconded by President Pro Tem Ford, to approve the September 8, 2025 Village Council Regular Meeting Consent Agenda as presented.

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

**A. Approval of Village Council Regular Meeting Minutes of August 25, 2025**

**MOTION** made by Council member Moshier, Seconded by President Pro Tem Ford to approve the August 25, 2025 Village Council Regular Meeting Minutes, as presented.

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

**B. Approval of Village Council Special Meeting Minutes of September 2, 2025**

**MOTION** made by Council member Moshier, Seconded by President Pro Tem Ford to approve the September 2, 2025 Village Council Special Meeting Minutes, as presented.

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

**C. Receive and File of Parks & Recreation Regular Meeting Minutes of July 22, 2025**

**MOTION** made by Council member Moshier, Seconded by President Pro Tem Ford to receive and file the July 22, 2025 Parks & Recreation Regular Meeting Minutes, as presented.

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

**D. Receive and File of Planning Commission Regular Meeting Minutes of August 4, 2025**

**MOTION** made by Council member Moshier, Seconded by President Pro Tem Ford to receive and file the August 4, 2025 Planning Commission Regular Meeting Minutes, as presented.

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

**E. Approval of Special Event – Shop Small Saturday**

**MOTION** made by Council member Moshier, Seconded by President Pro Tem Ford to adopt Resolution No. 2025-031 approving the “Shop Small Saturday” Special Event Permit and the License Agreement between the Village of Lake Orion and the Lake Orion Downtown Development Authority, represented by Emily Dziegielewski, for the event to be held on November 29, 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
- VOTING NAY:** None
- ABSENT:** None
- MOTION:** Carried

**F. Approval of Special Event – Sing & Stroll**

**MOTION** made by Council member Moshier, Seconded by President Pro Tem Ford to adopt Resolution No. 2025-030 approving “Sing & Stroll” Special Event Permit Application and the License Agreement between the Village of Lake Orion and the Lake Orion Downtown Development Authority, represented by Emily Dziegielewski, for the event to be held on November 20, 2025, from 5:00 PM to 7:00 PM, 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
- VOTING NAY:** None
- ABSENT:** None
- MOTION:** Carried

**G. Receive and File of Invoice Distribution Report for September 9, 2025**

**MOTION** made by Council member Moshier, Seconded by President Pro Tem Ford to receive and file the bills in the amount of \$ 160,190.70 of which \$ 111,447.73 are DDA bills for a net total of \$ 48,742.97 and to receive and file the DDA bills.

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

**H. Receive and File Financial Statements- August 2025**

**MOTION** made by Council member Moshier, Seconded by President Pro Tem Ford to receive and file the financial reports for August 2025.

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

**I. Receive and File Investment Report- July 2025**

**MOTION** made by Council member Moshier, Seconded by President Pro Tem Ford to receive and file the Investment report for July 2025.

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

**J. Receive and File of Police Department Activity Report for August 2025**

**MOTION** made by Council member Moshier, Seconded by President Pro Tem Ford to receive and file the August2025 Police Department Activity Report.

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

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

**9. Public Hearings**

**10. Other Items**

**A. Land Division Approval Request: VLO-25-002 658, 664, 670 Victoria Island Land**

**MOTION** made by Council member Lamb, Seconded by Council member Dandalides to adopt Resolution 2025-032, approving the request submitted by Mr. Anthony Pinho to divide the property located at 664 Victoria Island (Parcel No. 09-03-480-005) into two parts, and to consolidate the northern part with the lot at 658 Victoria Island (Parcel No. 09-03-480-004) and the southern part with the lot at 670 Victoria Island (Parcel No. 09-03-480-003) subject to approval of legal descriptions by the Village Engineer.

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

**B. Appointment to Village Council Position**

President Rutt outlined the process for nominating candidates, explaining that she would first accept nominations, after which the Council would vote on a nominated candidate. Each

Council member would then have the opportunity to explain the reasoning behind their selection.

President Rutt opened the floor for nominations for the Village Council position.

Council Member Dandalides and Council Moshier nominated Eric Papacek.

President Rutt nominated William Hughes.

Hearing no further nominations, President Rutt closed the nominations.

Council Member Dandalides thanked all the applicants and explained that his decision was based on finding a candidate who aligned with the current Council and the needs of the Village. He stated that he felt Eric Papacek was the best fit.

Council Member Moshier agreed with Council Member Dandalides but noted that she was looking for a candidate who would bring a new and fresh perspective.

President Rutt expressed appreciation for all the qualified candidates and specifically acknowledged William Hughes for his diverse background in law enforcement. She felt he would bring the resilience and "thick skin" necessary for the position.

Council Member Lamb thanked all three candidates, noted that all were qualified, and encouraged those not selected to apply for other vacant positions in the future.

Council Member Pro Tem Ford expressed appreciation for Eric Papacek's involvement in downtown activities and his willingness to actively participate in the community.

Council Member Comparoni Jr. thanked all the applicants for applying.

Harry Stephens reminded the candidates that there would be another election in approximately 14 months and encouraged qualified individuals to run.

Doug Hobbs thanked everyone for the opportunity to interview and noted that his interview was conducted differently than in past processes.

Roll Call Vote for the Village Council position:

**CANDIDATE ERIC PAPACEK**

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

**VOTING NAY:** Rutt

**ABSENT:** None

**CANDIDATE WILLIAM HUGHES**

**VOTING YEA:** Rutt

**VOTING NAY:** Ford, Moshier, Lamb, Comparoni Jr, Dandalides

**ABSENT:** None

Candidate Eric Papacek received the most votes with 5-1 and was elected for the Council member position.

President Rutt informed Eric Papacek that he may either take the oath of office later in today’s meeting or, alternatively, visit the Village office the following day to be sworn in by the Clerk.

**C. Appointment to Boards and Commissions**

President Rutt noted that, historically, a newly appointed Council member assumes the committee assignments of their predecessor. However, since Council member Cyrowski served on three boards, President Rutt invited volunteers to fill the vacancies. Council member Comparoni, Jr. volunteered to serve as the alternate representative to the Paint Creek Trailways Commission, and Council member Moshier agreed to serve on the North Oakland Transportation Authority (NOTA). President Rutt then asked Council member Papacek to consider serving on either NOTA or the Orion Community Cable Communications Commission (OCCC). Council member Papacek indicated that the OCCC would best fit his schedule.

**MOTION** made by President Rutt, Seconded by Council member Moshier to appoint:

Eric Papacheck as the Village Council representatives to the Orion Community Cable Communications Commission (OCCCC) to a remainder term expiring November 8, 2026,

Nancy Moshier as the Village Council representative to the North Oakland Transportation Authority (NOTA) board of directors for a term to expire November 8, 2026,

Alex Comparoni, Jr as the Village Council Alternate to the Paint Creek Trailways Commission for a term to expire November 8, 2026,

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

**D. Appointments to City Hood Committee**

President Rutt stated that there were five applicants however, only 4 had submitted prior to the deadline.

**MOTION** made by Council member Dandalides, Seconded by Council member Moshier to appoint James Barry, Steve Samet, and Neil Garbacik to serve as citizen members of the Cityhood Ad Hoc Committee for the purpose of evaluating Cityhood and providing a recommendation to Village Council by February 1, 2026.

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

Council Member Dandalides stated that he reviewed all the applications and believed that the three selected were the strongest candidates.

Council Member Lamb noted that Mr. Samet is a frequent attendee at Council meetings and encouraged those not selected to continue participating by attending the Cityhood Committee meetings.

President Rutt shared that she would have selected Applicant Donafrue in order to bring more diversity to the committee.

Matt Pfeifer, Orion Township Treasurer, expressed his support for Neil Garbacik as a strong candidate and stated that he appreciated President Rutt's comment regarding the importance of diversity on the Cityhood Committee.

Rosemary Ford expressed her concern regarding the importance of including a female perspective on the Cityhood Committee.

**E. Budget Amendment Police Vehicle Equipment**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford to approve Budget Amendment BA-2025-207-016 in the amount of \$9,919 from the Police Fund Balance to GL 207-301-977-000 (Capital Outlay) for the purpose of equipping the new patrol vehicle for service.

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

**VOTING NAY:** None

**ABSENT:** None

**MOTION:** Carried

**11. Call to the Public**

Harry Stephens advocated for a review of all employee contracts and discussed the number of days worked by the Village Manager as outlined in his contract.

Donald Kindred reiterated his concerns regarding his experiences with the Lake Orion Police Department.

President Rutt asked Council Member Papacek if he felt comfortable being sworn in, to which he responded affirmatively. Clerk/Treasurer Stout then administered the Oath of Office, and Council Member Papacek took his seat at the Council table.

**12. Council Comments**

Council Member Lamb stated that, per the Clerk, if an item—such as a debate topic—needs to be added to the agenda, it must be done in a way that ensures proper public notice, and not in a way that could raise procedural concerns. In response to Harry Stephens' earlier comments, he agreed with some of the points raised but noted that while some contracts will be reviewed, others will not, as individuals were hired under existing conditions. He welcomed new Council Member Papacek.

Council Member Comparoni Jr. thanked all the candidates and congratulated the new Council Member.

Council Member Pro Tem Ford congratulated Papacek and said he looks forward to hearing what the Cityhood Committee reports back, as well as to the upcoming DDA events.

Council Member Dandalides welcomed the new Council Member, thanked everyone who attended, and expressed appreciation to the applicants for both the Cityhood Committee and Council. He also encouraged interested individuals to apply for the current vacancy on the Planning Commission.

Council Member Moshier thanked the public for attending, congratulated the new Council Member, and stated that success starts with a strong foundation.

Council Member Papacek thanked everyone for the warm welcome.

President Rutt welcomed the new Council Member, thanked the Village Council for their work on additional committees, and encouraged residents to be cautious and watch out for children who have recently returned to school.

**13. Village Manager Comments**

DPW Director and Acting Village Manager Sanchez reported that Village Manager Darwin would return on Monday, September 15, 2025.

**14. Closed Session Items**

**15. Business From Closed Session**

**16. Adjournment**

**MOTION** made by Council member Comparoni Jr, Seconded by Council member Lamb to adjourn the September 8, 2025 Village Council Regular Meeting.

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

**VOTING NAY:** None

**ABSENT:** None

**MOTION:** Carried

The September 8, 2025 Village Council Regular Meeting adjourned at 7:26 PM.

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

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

Date Approved: as presented on September 22, 2025



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** September 22, 2025

**TOPIC:** Receive and File of DDA Regular Meeting Minutes of August 19, 2025

**RECOMMENDED MOTION:** To receive and file the DDA Regular Meeting Minutes of August 19, 2025, as presented.



# MINUTES

## REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Tuesday, August 19, 2025

6:30 PM

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

(248) 693-8391 ext. 102

### 1. Call to Order

The August 19, 2025 Downtown Development Authority Regular Meeting was called to order at 6:30 PM by Chairperson Burgess.

### 2. Roll Call and Determination of Quorum

#### PRESENT

Chairperson Debbie Burgess  
 Vice Chairperson Sam Caruso  
 Treasurer Matt Shell  
 Secretary Hank Lorant  
 Board Member Lloyd Coe  
 Board Member Alaina Campbell  
 President Teresa Rutt

#### ABSENT

Board Member Sally Medina  
 Board Member Chris Barnett

#### STAFF PRESENT

Executive Director Matt Gibb  
 Assistant Director Janet Bloom  
 Clerk/Treasurer Sonja Stout

### 3. Approval of Minutes

#### A. Approval of DDA Regular Meeting Minutes of July 15, 2025

**MOTION** made by Treasurer Shell, Seconded by Secretary Lorant to approve the Downtown Development Authority Board Regular Meeting Minutes of July 15, 2025.

**VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Rutt

**VOTING NAY:** None  
**ABSENT:** Barnett, Medina  
**MOTION:** Carried

**4. Approval of Agenda**

**MOTION** made by Treasurer Shell, Seconded by Secretary Lorant to approve the agenda as presented.

**VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Rutt  
**VOTING NAY:** None  
**ABSENT:** Barnett, Medina  
**MOTION:** Carried

**5. Call to the Public**

None.

**6. Consent Agenda**

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

**MOTION** made by Treasurer Shell, Seconded by Secretary Lorant to approve the August 19, 2025 Consent Agenda by one vote, as presented.

**VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Rutt  
**VOTING NAY:** None  
**ABSENT:** Barnett, Medina  
**MOTION:** Carried

**A. Financial Reports**

President Rutt questioned an early-year budget overage, and Clerk/Treasurer Stout explained it was due to increased costs from a new tax collection agreement with Orion Township.

**MOTION** made by Treasurer Shell, Seconded by Secretary Lorant to receive and File the financial reports for July 2025.

**VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Rutt  
**VOTING NAY:** None  
**ABSENT:** Barnett, Medina  
**MOTION:** Carried

**7. Financial Matters**

**A. Bill Approval**

DDA Executive Director Gibb explained that a duplicate Purchase Order had been submitted for payment. While the total amount remains unchanged, a credit will be applied to their next bill.

**MOTION** made by Treasurer Shell, Seconded by Secretary Lorant to approve disbursements in the amount of \$313,733.35 for July 2025.

**VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Rutt  
**VOTING NAY:** None  
**ABSENT:** Barnett, Medina  
**MOTION:** Carried

**8. New and Old Business**

**A. Strategic Plan 2025-2031 - Final Adoption**

**MOTION** made by Treasurer Shell, Seconded by Board member Coe to approve and adopt the Lake Orion Downtown Development Authority Strategic Plan 20252030 as presented.

**VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Rutt  
**VOTING NAY:** None  
**ABSENT:** Barnett, Medina  
**MOTION:** Carried

**B. Presentation - Sponsor/Engagement Program**

DDA Executive Director Gibb gave a brief presentation on the “See My Legacy” platform, which aims to streamline the process of securing future DDA sponsorships. The board discussed the platform, raising questions about its potential to attract larger sponsors, the timeline for implementation, and how it would provide proof of sponsorship.

**MOTION** made by Treasurer Shell, Seconded by Secretary Lorant to receive and file the presentation for "See My Legacy" given by DDA Executive Director Gibb.

**VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Rutt  
**VOTING NAY:** None  
**ABSENT:** Barnett, Medina  
**MOTION:** Carried

**C. Executive Team Contracts - Review**

**MOTION** made by Treasurer Shell, Seconded by Secretary Lorant to schedule an independent review of the annual performance and status of work load/product for each Executive Team member before the Board’s Executive Committee, with each Executive presenting a self assessment of the prior year and a plan for professional development. Executive Assessment and PDP materials submitted for pre-review with **21 days** and an Independent Review Meetings Held within **30 days**.

**VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Rutt  
**VOTING NAY:** None  
**ABSENT:** Barnett, Medina  
**MOTION:** Carried

**9. Reports, Resolutions and Recommendations**

**A. Executive Director Report**

**MOTION** made by Treasurer Shell, Seconded by Secretary Lorant Receive and file the Executive Directors Report for August 2025.

**VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Rutt  
**VOTING NAY:** None  
**ABSENT:** Barnett, Medina  
**MOTION:** Carried

**C. Lumber Yard Progress Report – Presentation**

DDA Executive Director Gibb presented an update on the Lumberyard Barn project, including a video showing its progress from the beginning to its current state. The video highlighted how much of the original barn materials were repurposed and restored. DDA Executive Director Gibb informed the board that a zoning compliance permit is already on file with both the Village and Orion Township. He added that the roof will be completed soon, a deck and windows are scheduled for installation, and he hopes to present conceptual plans at the September Planning Commission meeting.

**MOTION** made by Treasurer Shell, Seconded by Board member Coe to Receive and File the Progress Report dated August 19, 2025.

**VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Rutt  
**VOTING NAY:** None  
**ABSENT:** Barnett, Medina  
**MOTION:** Carried

DDA Executive Director Gibb shared his concerns on the Ehman center project and mentioned there is an upcoming deadline for the current PUD status.

**D. Assistant Director’s Report**

Assistant Director Bloom provided a brief overview of her Assistant Director’s Report, which was included in the meeting packet. Her update highlighted upcoming events and activities, social media stats, and update on the Trolley being back in business.

**MOTION** made by Treasurer Shell, Seconded by Secretary Lorant To Receive and File the Assistant Director’s Report.

**VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Rutt  
**VOTING NAY:** None  
**ABSENT:** Barnett, Medina  
**MOTION:** Carried

**10. Board Comments and Training Feedback**

Secretary Lorant thanked the DDA team, stated he enjoys seeing the Lumberyard progress, and expressed excitement for the upcoming Dragon on the Lake event this weekend.

Treasurer Shell also thanked the DDA team and encouraged staff to ignore negativity from some Village community residents.

Vice Chairperson Caruso shared his appreciation for the Lumberyard update.

Board Member Campbell expressed her excitement for both Dragon on the Lake and the

Lumberyard’s progress, shared thoughts on handling negative community feedback, voiced frustrations about the Ehman Center, and thanked members for sending flowers for a family funeral.

President Rutt expressed her willingness to support the Ehman Center project and shared her enjoyment of the Dragon on the Lake event.

Chairperson Burgess thanked the DDA Directors for their hard work, acknowledged viewers, and commented on the favorable weather forecast for the upcoming Dragon on the Lake event.

**11. Next Regular Meeting - September 16, 2025**

**12. Adjournment**

**MOTION** made by Treasurer Shell, Seconded by Secretary Lorant to adjourn the August 19, 2025 Downtown Development Authority Board Regular Meeting.

**VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Rutt

**VOTING NAY:** None

**ABSENT:** Barnett, Medina

**MOTION:** Carried

The August 19, 2025, Downtown Development Authority Board Regular meeting adjourned at 7:50 PM.

\_\_\_\_\_  
Debbie Burgess  
Chairperson

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

Date Approved: as presented on September 16, 2025.



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** September 22, 2025

**TOPIC:** Receive and File of DDA Special Meeting Minutes of September 5, 2025

**RECOMMENDED MOTION:** To receive and file the DDA Special Meeting Minutes of September 5, 2025, as presented.



# MINUTES

## SPECIAL MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Friday, September 5, 2025

3:30 PM

Downtown Development Authority Office – 118 N Broadway Street, Lake Orion, MI 48362

(248) 693-9742

### 1. Call to Order

The Friday, September 5, 2025, Special Meeting of the Lake Orion Downtown Development Authority Board of Directors was called to order in the Lake Orion Downtown Development Authority Conference Room located at 118 N. Broadway Street, Lake Orion, MI 48362 by Chairperson Debbie Burgessl at 3:30 PM.

### 2. Roll Call and Determination of Quorum

Attendee Name	Organization	Title	Status	Arrived
Debbie Burgess	Village of Lake Orion	Chairperson	Present	
Sam Caruso	Village of Lake Orion	Vice Chairperson	Absent	
Matt Shell	Village of Lake Orion	Treasurer	Present	
Henry Lorant	Village of Lake Orion	Secretary	Present	
Chris Barnett	Village of Lake Orion	Board Member	Present	
Alaina Campbell	Village of Lake Orion	Board Member	Absent	
Lloyd Coe	Village of Lake Orion	Board Member	Absent	
Sally Medina	Village of Lake Orion	Board Member	Present	
Teresa Rutt	Village of Lake Orion	Council President	Present	

**STAFF PRESENT:**

Matthew Gibb, DDA Executive Director  
Janet Bloom, DDA Assistant Director

**3. Approval of Agenda**

Motion to approve the agenda moved by Matthew Shell, Treasurer, and seconded by Hank Lorant, Secretary. Ayes: Burgess, Shell, Lorant, Barnett, Medina, and Rutt. Absent: Caruso, Coe and Campbell. Motion adopted.

**4. New and Old Business**

A. Architectural Services – Consider and Award

Move to approve a contract for Field Review and As Built Construction Drawings to Davis & Davis at a cost not to exceed \$24,500 with funding from GL 248-726-980-002

Moved by Matthew Shell, Treasurer, and seconded by Hank Lorant, Secretary. Ayes: Burgess, Shell, Lorant, Barnett, Medina, and Rutt. Absent: Caruso, Coe and Campbell. Motion adopted.

B. Foundation and Decking – Consider and Award

Move to approve a change order contract for foundation repair and deck installation on the Main Barn at the Lumber Yard to Mickey’s Construction at a cost not to exceed \$24,900 with funding from GL 248726-980-002

Moved by Matthew Shell, Treasurer, and seconded by Hank Lorant, Secretary. Ayes: Burgess, Shell, Lorant, Barnett, Medina, and Rutt. Absent: Caruso, Coe and Campbell. Motion adopted.

**5. Call to the Public**

Let the record show no public comments were received.

**6. Adjournment**

Motion to adjourn the Friday September 5, 2025, Special Meeting of the Downtown Development Authority Board.

Moved by Matthew Shell, Treasurer, and seconded by Hank Lorant, Secretary. Ayes: Burgess, Shell, Lorant, Barnett, Medina, and Rutt. Absent: Caruso, Coe and Campbell. Motion adopted.

The Friday September 5 2025, Special Meeting of the Downtown Development Authority Board adjourned at 4:15 PM.

\_\_\_\_\_  
Debbie Burgess  
Chairperson

\_\_\_\_\_  
Janet Bloom  
Recording Secretary  
DDA Assistant Director

Date Approved: \_\_\_\_\_



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**COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** September 22, 2025

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

**RECOMMENDED MOTION:** To receive and file the Board of Ethics organizational meeting minutes of June 25, 2025.



# MINUTES

## BOARD OF ETHICS ORGANIZATIONAL MEETING

Wednesday, June 25, 2025

6:30 PM

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

(248) 693-8391 ext. 102

**1. Call to Order**

The June 25, 2025 Board of Ethics meeting was called to order by Deputy Clerk/Treasurer at 6:30 PM.

**2. Pledge of Allegiance**

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

PRESENT  
Kenneth Mogill  
Lisa Flynn  
Chad Scribner

STAFF PRESENT  
Clerk/Treasurer Sonja Stout  
Deputy Clerk/Treasurer Lynsey Blough

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

None.

**5. Action Items**

**A. Oath of Office**

Clerk/Treasurer Stout administered the Oath of Office to the Board of Ethics members.

**B. Board Member Introductions**

**Board Member Scribner** shared that he grew up in Oxford and now resides in Lake Orion. He has a professional background in real estate, has worked as an election worker, and previously

worked in the pharmaceutical industry. His training includes identifying fraud and intent. He emphasized the importance of training and prevention in reducing ethics complaints.

**Board Member Flynn** shared that she is a resident of Lake Orion and grew up in Leonard. She is a retired vascular surgeon with a military background, including two tours in Iraq. She currently works as a consultant and holds a master’s degree in healthcare ethics. A Michigan native, she previously lived in Arizona and continues to provide consulting services in her spare time.

**Board Member Mogill** noted that he has lived in Orion Township for over 40 years and has practiced legal ethics for 35 years. He is an adjunct professor at Wayne State University and *served as past* Chair of the State Bar of Michigan Standing Committee on Professional Ethics. He regularly attends seminars and conferences and provides consultation to law firms and attorneys on preventing ethics violations.

**C. Election of Officer**

Deputy Clerk/Treasurer Blough opened the nominations for the presiding officer position.

**MOTION** made by Board Member Flynn, supported by Board Member Scribner, nominated Ken Mogill for the position of Chair.

**VOTING YEA:** Mogill, Flynn, Scribner

**VOTING NAY:** None

**MOTION:** Carried

There being no other nominations, the vote was called.  
Ken Mogill was elected Chair and assumed the Chair.

**D. Review of Duties and Responsibilities of the Board of Ethics**

There were no questions. The Board of Ethics members agreed to the duties and responsibilities and agreed to sign the Ethics Affidavit Form after the meeting when the Clerk can notarize the forms.

**E. Board of Ethics Bylaws and Rules of Procedure**

The Board of Ethics reviewed the current sample of the By-laws, during which questions and concerns were raised regarding the process for *requesting an advisory opinion*. The Board also discussed the timing for scheduling a public hearing.

The Board recommended that, upon receipt of a complaint, the Clerk should email the complaint to all Board of Ethics members. Each member would then individually respond to the Clerk, indicating whether they believe the complaint warrants a public hearing, in accordance with Rule 304.

Regarding the sample complaint form, the Board suggested including clearer instructions for how to request a public hearing. They emphasized the need for greater transparency in explaining the process to the public.

**F. Adopt 2025 Board of Ethics Meeting Schedule**

**MOTION** made by Board Member Flynn, Seconded by Board Member Scribner to adopt the 2025 Regular Meeting Schedule of the Lake Orion Board of Ethics as presented.

**VOTING YEA:** Mogill, Flynn, Scribner

**VOTING NAY:** None

**MOTION:** Carried

Chair Mogill stated he would be absent from the Wednesday July 23, 2025 meeting and Board Member Flynn stated she would be absent from the Wednesday, September 24, 2025 meeting.

**MOTION** made by Board Member Scribner, Seconded by Chair Mogill to make Board Member Flynn Chair for the next regular meeting.

**VOTING YEA:** Mogill, Flynn, Scribner

**VOTING NAY:** None

**MOTION:** Carried

**6. Next Regular Meeting - July 23, 2025**

The Board of Ethics members did mention they would like to present to the Village Council on a quarterly basis, a presentation on Ethics, alternating various members so that the Public and Village Council are familiar with the Board of Ethics members.

**7. Adjournment**

**MOTION** made by Board Member Flynn, Seconded by Board Member Scribner to adjourn the Wednesday, June 25, 2025 Board of Ethics Regular meeting.

**VOTING YEA:** Mogill, Flynn, Scribner

**VOTING NAY:** None

**MOTION:** Carried

The Wednesday, June 25, 2025 Board of Ethics Regular meeting adjourned at 6:58 PM.

\_\_\_\_\_  
Ken Mogill  
Chair

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

Approved: as presented September 24, 2025.



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** September 22, 2025

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

**RECOMMENDED MOTION:** 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.

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

EXP CHECK RUN DATES 09/23/2025 - 09/23/2025

POSTED AND UNPOSTED

OPEN

Section 7, Item K.

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	DUE TO STATE OF MICHIGAN -	STATE OF MICHIGAN	FINGERPRINTS PRINTED POST 8.27.25 CAD	84.00	None
101-000-279-000	GENERAL PORTION	BLUE CROSS BLUE SHIELD OF	HEALTH COVERAGE FOR SHANK OCTOBER 20	300.14	None
101-000-279-000	RETIREE HEALTHCARE-RETIREE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE OCTOBER 2025	1,028.72	None
101-000-281-004	WESTBURG	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU AUGUST	33.00	None
101-000-281-008	SNUG HARBOR	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU AUGUST	33.00	None
			Total Department 000 REVENUE	1,478.86	
<b>Department: 215 VILLAGE CLERK</b>					
101-215-900-000	386179	VIEW NEWSPAPER GROUP	VC VACANCY POSITION	100.00	None
			Total Department 215 VILLAGE CLERK	100.00	
<b>Department: 228 Information Technology</b>					
101-228-801-000	INVOICE 219482	VC3, INC.	MONTHLY BILLING FOR SEPTEMBER	1,555.61	None
			Total Department 228 Information Technology	1,555.61	
<b>Department: 260 GENERAL ACTIVITIES</b>					
101-260-716-001	RETIREE HEALTHCARE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE OCTOBER 2025	900.15	None
101-260-727-000	INK HP	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	143.21	None
101-260-730-000	LEASE PAYMENT 9/29/25-12/2	QUADIENT LEASING USA, INC	ADMIN COPIER LEASE PAYMENT QUARTERLY	544.08	None
101-260-830-000	9/1/25-9/30/25	PRIORITY WASTE	MONTHLY CURBSIDE COLLECTION ACC32147	22,643.20	None
101-260-920-000	20 E SHADBOLT ACCT # 1030	CONSUMERS ENERGY	SEPTEMBER BILL	18.00	None
101-260-920-000	21 E CHURCH ACCT# 1030 170	CONSUMERS ENERGY	SEPTEMBER BILL	37.94	None
101-260-921-000	STREETLIGHTS	DTE ENERGY	AUGUST BILL STREETLIGHTS	4,229.92	None
101-260-930-000	9/10/25	JACOB ECHTINAW	WINDOW CLEANING	100.00	None
101-260-930-000	VILLAGE OFFICE JUNE	PL CARPET CLEANING	MONTHLY CLEANING AUGUST	672.00	None
101-260-956-000	ADMIN PRIME MEMBERSHIP ANN	AMAZON CAPITAL SERVICES	BUSINESS PRIME MEMBERSHIP FEE 2025-20	116.34	None
101-260-956-000	9/1/25-9/30/25	BASIC BENEFITS	MONTHLY COBRA FEE - SEPTEMBER 2025	35.01	None
			Total Department 260 GENERAL ACTIVITIES	29,439.85	
<b>Department: 721 PLANNING AND ZONING</b>					
101-721-801-000	AUGUST 4 PC	SMITH, DANIELLE	AUGUST 4 2025 PLANNING COMMISSION	150.00	None
			Total Department 721 PLANNING AND ZONING	150.00	
<b>Department: 751 PARKS AND RECREATION</b>					
101-751-932-000	PLAYGROUND MULCH INVOICE 4	ORION STONE DEPOT	PLAYGROUND MULCH, GRASS SEED, TOPSOIL	134.00	None
101-751-932-000	SANDPAPER	GREAT LAKES ACE HARDWARE	SANDPAPER	15.18	None
101-751-932-000	WOOD 2X6 INVOICE 11920	HOME DEPOT CREDIT SERVICES	WOOD FOR ART CENTER BRIDGE RAILING	346.52	None
			Total Department 751 PARKS AND RECREATION	495.70	
<b>Department: 880 CONTRACT SERV - LEAGAL/ACCTING/ENGINEER</b>					
101-880-811-000	101	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU AUGUST	1,635.20	None
			Total Department 880 CONTRACT SERV - LEAGAL/ACCTING/ENGINEER	1,635.20	
			Total Fund 101 GENERAL FUND	34,855.22	
<b>Fund: 202 MAJOR STREET FUND</b>					
<b>Department: 463 ROUTINE MAINTENANCE</b>					
202-463-726-000	ASPHALT	AJAX MATERIALS CORP	ASPHALT ROAD REPAIR	51.43	None
202-463-726-000	INVOICE 318210	AJAX MATERIALS CORP	ASPHALT ROAD REPAIR	21.51	None
202-463-726-000	INVOICE 319076	AJAX MATERIALS CORP	ASPHALT ROAD REPAIR	223.76	None
202-463-726-000	INVOICE 320657	AJAX MATERIALS CORP	ASPHALT ROAD REPAIR	141.19	None
202-463-726-000	INVOICE 321658	AJAX MATERIALS CORP	ASPHALT ROAD REPAIR	158.02	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: 202 MAJOR STREET FUND</b>					
<b>Department: 463 ROUTINE MAINTENANCE</b>					
202-463-726-000	ASPHALT PATCH	HOME DEPOT CREDIT SERVICES	ASPHALT PATCH	79.88	None
202-463-801-000	Contractual Services	CURBCO SWEEPING	STREET SWEEPING	770.00	None
Total Department 463 ROUTINE MAINTENANCE				1,445.79	
Total Fund 202 MAJOR STREET FUND				1,445.79	
<b>Fund: 203 LOCAL STREET FUND</b>					
<b>Department: 463 ROUTINE MAINTENANCE</b>					
203-463-726-000	INVOICE 320909	AJAX MATERIALS CORP	ASPHALT ROAD REPAIR	141.19	None
203-463-726-000	INVOICE 320990	AJAX MATERIALS CORP	ASPHALT ROAD REPAIR	282.37	None
Total Department 463 ROUTINE MAINTENANCE				423.56	
Total Fund 203 LOCAL STREET FUND				423.56	
<b>Fund: 207 POLICE FUND</b>					
<b>Department: 301 POLICE/SHERIFF/CONSTABLE</b>					
207-301-716-001	POLICE PORTION	BLUE CROSS BLUE SHIELD OF	HEALTH COVERAGE FOR SHANK OCTOBER 20	900.40	None
207-301-716-001	RETIREE HEALTHCARE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE OCTOBER 2025	900.15	None
207-301-730-000	COPY CHARGES BW-\$14.30	COLO	APPLIED INNOVATION	113.98	None
207-301-730-000	FREIGHT	APPLIED INNOVATION	POLICE COPY MACHINE USAGE INVOICE 291	4.56	None
207-301-730-000	POLICE PRINTER CONTRACT 56	U.S. BANK EQUIPMENT FINANC	RICOH CONTRACT PAYMENT POLICE PRINTER	113.00	None
207-301-802-000	PROSECUTIONS INVOICE 11878	BEIER HOWLETT, P.C.	PROSECUTIONS-SERVICES THRU AUGUST 31,	4,434.50	None
207-301-804-000	SHERIFF DISPATCH SERVICES	OAKLAND COUNTY TREASURER	SHERIFF DISPATCH SERVICES INVOICE DAT	3,965.42	None
207-301-932-000	WINDSHIELD FLUID FOR WINTE	AutoZone	AUTO ZONE	29.34	None
207-301-932-000	CABIN FILTER FOR 502	AutoZone	AUTO ZONE	11.32	None
207-301-956-000	POLICE PRIME MEMBERSHIP AN	AMAZON CAPITAL SERVICES	BUSINESS PRIME MEMBERSHIP FEE 2025-20	116.33	None
Total Department 301 POLICE/SHERIFF/CONSTABLE				10,589.00	
Total Fund 207 POLICE FUND				10,589.00	
<b>Fund: 225 DEPT OF PUBLIC WORKS FUND</b>					
<b>Department: 276 CEMETERY</b>					
225-276-740-000	TOPSOIL	ORION STONE DEPOT	PLAYGROUND MULCH, GRASS SEED, TOPSOIL	79.50	None
225-276-740-000	EZ STRAW INVOICE 486291	ORION STONE DEPOT	PLAYGROUND MULCH, GRASS SEED, TOPSOIL	36.50	None
225-276-985-000	GRAVE RESTORATION	CHET'S RENT-ALL	POGO COMPACTOR GRAVE RESTORATION	132.66	None
Total Department 276 CEMETERY				248.66	
<b>Department: 441 DEPARTMENT OF PUBLIC WORKS</b>					
225-441-716-001	RETIREE HEALTHCARE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE OCTOBER 2025	3,343.42	None
225-441-741-000	CORDLESS SPRAYER	AMAZON CAPITAL SERVICES	CORDLESS PAINT SPRAYER FOR FIRE HYDRA	53.19	None
225-441-820-000	WORK BOOTS AND OUTERWEAR	BOOT BARN	CLOTHING ALLOWANCE JOEL	216.80	None
225-441-820-000	WORK SHIRTS	UHAN'S DEPARTMENT STORE	CLOTHING ALLOWANCE JOEL	60.00	None
225-441-920-000	362 CASS ACCT# 1030 1701 1	CONSUMERS ENERGY	SEPTEMBER BILL	50.72	None
225-441-920-000	333 CASS ST ACT # 1030 170	CONSUMERS ENERGY	SEPTEMBER BILL	0.00	None
225-441-931-000	LAWNMOWER SUPPLIES -\$88.97	WEINGARTZ-WATERFORD	MOWER DECK DISCHARGE COVERS	149.82	None
225-441-932-000	TIRE DUMP TRUCK	BELLE TIRE DISTRIBUTORS	FRONT TIRE 3YD DUMP	303.99	None
225-441-956-000	DPW PRIME MEMBERSHIP ANNUA	AMAZON CAPITAL SERVICES	BUSINESS PRIME MEMBERSHIP FEE 2025-20	116.33	None
Total Department 441 DEPARTMENT OF PUBLIC WORKS				4,294.27	
<b>Department: 443 PHASE II STORMWATER</b>					
225-443-801-000	STORMWATER INVOICE 1063	CLINTON RIVER WATERSHED CO	STROMWATER EDUCATION	500.00	None
Total Department 443 PHASE II STORMWATER				500.00	

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<b>Fund: 225 DEPT OF PUBLIC WORKS FUND</b>					
				Total Fund 225 DEPT OF PUBLIC WORKS FUND	5,042.93
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>					
<b>Department: 260 GENERAL ACTIVITIES</b>					
248-260-719-000	APRIL 24-AUGUST 25	ALERUS FINANCIAL	EMPLOYER PORTION-GIBB	13,853.18	None
248-260-851-000	8529101420028897	COMCAST	TELEPHONE	327.06	None
248-260-920-000	INV 201988128930	CONSUMERS ENERGY	GAS BILL	1.27	None
248-260-921-000	24 FRONT ST	DTE ENERGY	STREET LIGHTS	30.38	None
248-260-921-000	22 E SHADBOLT	DTE ENERGY	STREET LIGHTS	81.27	None
248-260-921-000	380 BROADWAY	DTE ENERGY	STREET LIGHTS	32.58	None
248-260-921-000	38 S WASHINGTON	DTE ENERGY	STREET LIGHTS	43.12	None
248-260-921-000	38 FLINT	DTE ENERGY	STREET LIGHTS	383.35	None
248-260-921-000	491 S BROADWAY	DTE ENERGY	STREET LIGHTS	63.84	None
248-260-942-000	FUNDS TO CLOSE PNC ACCT	MATTHEW GIBB	FUNDS TO CLOSE PNC ACCT	100.55	None
				Total Department 260 GENERAL ACTIVITIES	14,916.60
<b>Department: 725 ORGANIZATION</b>					
248-725-825-000	GIFT CERT'S 4673, 4674	OAT SODA	GIFT CERT'S 4673, 4674	50.00	None
				Total Department 725 ORGANIZATION	50.00
<b>Department: 726 DESIGN</b>					
248-726-745-000	CONTRACTOR BAGS	HOME DEPOT CREDIT SERVICES	BAGS	89.91	None
248-726-980-001	LY CO 2025-006 (MATERIALS)	MICKEY'S CONSTRUCTION LLC	VARIOUS DEMO, REPAIR CHANGE ORDER(S)	3,463.85	None
248-726-980-001	LY CO 2025-007 (NORTH WALL	MICKEY'S CONSTRUCTION LLC	VARIOUS DEMO, REPAIR CHANGE ORDER(S)	8,450.00	None
				Total Department 726 DESIGN	12,003.76
<b>Department: 728 ECONOMIC DEVELOPMENT</b>					
248-728-860-000	TROLLEY EXPENSES	NOTA	TROLLEY EXPENSES	560.58	None
248-728-888-000	INV 386225	VIEW NEWSPAPER GROUP	PRINT AD INV 386225	878.00	None
				Total Department 728 ECONOMIC DEVELOPMENT	1,438.58
<b>Department: 729 PROMOTION</b>					
248-729-880-005	INV 017076	HARVEST TIME	FALL DECOR	1,030.00	None
248-729-880-017	MOVIE NIGHT LIGHTS	AMAZON CAPITAL SERVICES	MOVIE NIGHT SUPPLIES	98.76	None
248-729-880-017	INV 193N-DLPH-7TY4	AMAZON CAPITAL SERVICES	EVENT SUPPLIES	98.76	None
248-729-880-017	BANNERS	EPRINT SOLUTION LLC	BANNERS	276.00	None
				Total Department 729 PROMOTION	1,503.52
				Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND	29,912.46
<b>Fund: 301 DOWNTOWN DEV BOND PROJECT 2023</b>					
<b>Department: 901 CAPITAL OUTLAY</b>					
301-901-950-000	INV FNT-5633970-000	EQUIPMENTSHARE	EQUIPMENT	120.15	None
301-901-950-000	INV 12385	WEED ERASER	INVASIVE SPECIES CONTROL	750.00	None
301-901-950-000	DDA BRD APPROVED (9/5/25)	MICKEY'S CONSTRUCTION LLC	VARIOUS DEMO, REPAIR CHANGE ORDER(S)	24,900.00	None
301-901-950-000	LY CO 2025-008 (INTERIOR F	MICKEY'S CONSTRUCTION LLC	VARIOUS DEMO, REPAIR CHANGE ORDER(S)	11,296.84	None
301-901-950-000	LUMBERYARD ARCHITECTURAL (	DAVIS AND DAVIS	PROPOSAL (HOLD CHECK FOR PICKUP PLEAS	24,500.00	None
				Total Department 901 CAPITAL OUTLAY	61,566.99
				Total Fund 301 DOWNTOWN DEV BOND PROJECT 2023	61,566.99
<b>Fund: 592 WATER AND SEWER FUND</b>					
<b>Department: 548 SEWER ACTIVITIES</b>					

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<b>Fund: 592 WATER AND SEWER FUND</b>					
<b>Department: 548 SEWER ACTIVITIES</b>					
592-548-831-000	AUGUST 2025	OAKLAND COUNTY TREASURER	SEWAGE DISPOSAL SERVICES AUGUST 2025	49,646.70	None
592-548-995-000	INTEREST/FEES 2025	OAKLAND COUNTY TREASURER	SERIES 2025	465.35	None
Total Department 548 SEWER ACTIVITIES				50,112.05	
<b>Department: 556 WATER ACTIVITIES</b>					
592-556-745-000	SCH1-00000-EAST-01	CHARTER TOWNSHIP OF ORION	WATER/SEWER BILL AUGUST 2025	1,818.86	None
592-556-745-000	LAP1-000000-SOUT-01 S LAPE	CHARTER TOWNSHIP OF ORION	WATER/SEWER BILL AUGUST 2025	63.98	None
592-556-745-000	LAP2-000000-NORT-02 N LAPE	CHARTER TOWNSHIP OF ORION	WATER/SEWER BILL AUGUST 2025	63,491.01	None
592-556-813-000	SEWER	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU AUGUST	123.75	None
592-556-931-001	LOC CEASE 20/20	CHEMSEARCH	FOOD GRADE HYDRANT CAP GREASE	395.00	None
Total Department 556 WATER ACTIVITIES				65,892.60	
Total Fund 592 WATER AND SEWER FUND				116,004.65	

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY FUND ---					
101			GENERAL FUND	34,855.22	
202			MAJOR STREET FUND	1,445.79	
203			LOCAL STREET FUND	423.56	
207			POLICE FUND	10,589.00	
225			DEPT OF PUBLIC WORKS FUND	5,042.93	
248			DOWNTOWN DEVELOPMENT AUTHORITY FUND	29,912.46	
301			DOWNTOWN DEV BOND PROJECT 2023	61,566.99	
592			WATER AND SEWER FUND	116,004.65	
Total For All Funds:				<u>259,840.60</u>	



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**COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** September 22, 2025

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

**BACKGROUND BRIEF:** A copy of the 2025 MML Workers’ Compensation Fund Ballot for the re-election of two (2) Directors to three-year terms beginning January 1, 2026 has been provided in the packet with a brief biographical sketch of each candidate. The Village is obligated to cast a ballot. The ballot does need to be cast no later than November 7, 2025.

**RECOMMENDED MOTION:** 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.

**To:** Members of the MML Liability & Property Pool  
**From:** Michael J. Forster, Fund Administrator  
**Date:** September 8, 2025  
**Subject:** Pool Director Election

Dear Pool Member:

Enclosed is your ballot for this year's Board of Directors election. Two (2) appointee Directors have agreed to seek election to their first term. You may also write in one or more candidates if you wish.

A brief biographical sketch of each candidate is provided for your review.

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than November 7<sup>th</sup>. Alternately, you may complete your ballot online:

Go to [www.mml.org](http://www.mml.org). At the top of the page, hover over *Programs & Services* and select *Risk Management* from the drop-down list. Next, look for the *Jump To* panel and select *Liability & Property Pool*. The ballot link is on the next page, in the *Jump To* panel, under *Online Forms*.

The MML Liability & Property Pool is owned and controlled by its members. Your comments and suggestions on how we can serve you better are very much appreciated. Thank you again for your membership in the Pool, and for participating in the election of your governing board.

Sincerely,



Michael J. Forster  
Pool Administrator  
[mforster@mml.org](mailto:mforster@mml.org)

## THE CANDIDATES

Three-year terms beginning January 1, 2026

### ***Michelle LaVoy, Clerk-Treasurer, City of Monroe***



Michelle LaVoy has served as Monroe’s Clerk-Treasurer for eleven years and is passionate about strong local government and elections. She is a member of the Michigan Municipal Treasurers Association and Michigan Women in Municipal Government. She previously sat on the MML Energy and Technology Committee and the Michigan Association of Municipal Clerks Legislative Committee. Michelle has a Bachelors degree from Miami University, Ohio, a Master of Public Administration degree from the University of Dayton, and completed the inaugural MML Women’s Elected Leadership Intensive. Michelle serves a number of community organizations in leadership roles and as a volunteer, including United Way, YMCA, 4H, and Ducks Unlimited. She and her husband Bill have two daughters. Michelle is seeking election to her first term.

### ***Josh Meringa, Councilmember, City of Grandville***



Josh has served the City of Grandville as Councilmember for more than 17 years. He is passionate about public service and driven to have a positive impact in his community. He serves on the Grandville Parks & Recreation Board and the Business Relations Committee. He has served on many Michigan Municipal League legislative committees and helped Grandville’s Clean Water Plant win the League’s Community Excellence Award in 2012. Josh has served on the League’s Elected Officials Academy Board, including five years as president, and is an EOA Level 4 graduate. He has been recognized twice as a ‘40 Under Forty’ Business Leader by the Grand Rapids Business Journal. A registered nurse, Josh works in nursing professional development for Corewell Health West Michigan. He serves on the Board of Directors for the American Nurses Association Michigan and served two terms on the Michigan Board of Nursing, including seven years as chair. A native of West Michigan, Josh earned a bachelor’s degree in nursing from Calvin College (now University) and master’s degrees from Grand Valley State University in Public Health and Business Administration. Josh is seeking election to his first term.

Michigan Municipal League  
Liability & Property Pool

OFFICIAL BALLOT - 2025

Vote for two Directors by marking the line to the left of the name for three-year terms beginning January 1, 2026.

\_\_\_\_ Michelle LaVoy, Appointee  
Clerk-Treasurer, City of Monroe

\_\_\_\_ Josh Meringa, Appointee  
Councilmember, City of Grandville

\_\_\_\_\_  
Write-in Candidate

I hereby certify that:

\_\_\_\_\_  
(Municipality/Agency)

by action of its governing body, has authorized its vote to be cast for the above persons to serve as Director of the Michigan Municipal League Liability & Property Pool.

\_\_\_\_\_  
Official Signature  
Date:

**Ballot deadline:  
November 7, 2025**



**COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** September 22, 2025

**TOPIC:** Receive and File of Planning and Zoning Monthly Report by McKenna

**RECOMMENDED MOTION:** To receive and file the Planning and Zoning Monthly Report by McKenna, as presented.



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

# Monthly Planning & Zoning Report

SEPTEMBER 2025

Each month, the Village Planning Consultant, McKenna, assists in drafting a report on recent activities of the Planning Commission, Zoning Board, and the Planning & Development Department; we welcome comments.

## DEPARTMENT INITIATIVES AND PROJECTS

**Engineering Standards for Single-Family Homes:** The Village Engineering Consultant has met with the Village Attorney to discuss amendments to existing code which will remove inconsistencies and enable approved standards fully. Final edits are being made by Mary.

**GOGov Permitting and Licensing Software:** Village staff has met with the Township Building Official to streamline and coordinate permit handoff. But Village Planner will be working with GoGov on ways to improve information applicants see initially and how we can improve application quality. Any comments/suggestions on ways to improve the system are appreciated.

**Tax-Exempt Parcels and Village ROW Inventory:** Phase III: Full inventory, inspection, and mapping of Village-owned parcels and public rights-of-way to identify the extent of improvements/encroachments on public property. Majority of inventory and site inspections have been completed. Draft report created and is being revised. When submitted for Village review recommendations will include a webpage to increase public awareness and a possible public meeting to present information and address community comments.

**Master Plan – Strategic Action Plan:** The Planning Commission reviewed the final draft and recommended approval to the Village Council, which subsequently approved distribution for the 42-day public review on April 14, 2025. The required public hearing, final review, and adoption are anticipated once comments gathered.

**RRC Certification:** Village staff and consultants are working to achieve “Essentials” status and is ongoing:

- Master Plan Implementation Matrix, Action Plan (In Development)
- Public engagement activities within PC Annual Report. (Ongoing)
- Development Guide to be updated and uploaded to Village website. (In Development)
- Update board/commission applications. (Ongoing)
- Updated training strategy for all boards and commissions (25/26 Draft, In Development)
- Public Participation Plan (Drafted for Approval by Planning Commission and Council)

**Planning & Zoning Training:** The Board of Zoning Appeals Bylaws require each member to obtain at least 4 hours of relevant training annually; the Planning Commission, DDA, and Council are encouraged to attend all in-house training opportunities. Planning and zoning “essentials” training was conducted in 2024, covering a wide range of topics, and was well-received by officials. Staff will work with the Administration to develop a late-2025 training event, covering one or more specific topics of interest:

- Development Review Process (Site Plans, Special Uses, & Variances)
- Public Participation Plan
- Riparian Rights
- Parking Reform
- Housing Reform
- Environmental Planning

**PERMIT DETAILS**

PERMIT TYPE	ADDRESS / PROJECT	DESCRIPTION	SUBMITTED	APPROVED
<b>ZONING COMPLIANCE</b>				
Z-25-21	228 Lookout Lane	Reconstruction of retaining wall as part of overall backyard renovation project under permit Z-25-10.	6/18/2025	7/16/2025
Z-25-22	354 E Flint St	New attached garage construction	7/28/2025	8/4/2025
Z-25-23	130 S Andrews St	Construction of new single family home.	7/10/2025	8/11/2025
Z-25-24	128 W Elizabeth St	Basement waterproofing for existing house.	7/31/2025	8/13/2025
Z-25-25	367 Oak Ln	Construction of new single family home.	7/14/2025	8/18/2025
Z-25-26	217 O'Connor St	Rebuild existing deck.	8/5/2025	8/21/2025
Z-25-27	45 W Flint St	Rise Lounge (Old Anita's Kitchen) interior and balcony renovation.	8/5/2025	8/21/2025
Z-25-##	520 N Shore Ct	Installation of a standalone 13ftx13ft pergola on residential patio.	5/23/2025	Waiting on info from applicant.
Z-25-##	256 S Broadway St	One (1) wall sign facing north towards the parking lot made of 3mm DiBond; 26.6 sf (80"x48")	5/13/2025	ON HOLD
<b>TEMPORARY USE OF RIGHT OF WAY</b>				
R-25-15	3 S Broadway St	Lake Orion Police Association 2025 Car Show	5/14/2025	6/26/2025
R-25-16	Elizabeth and Broadway Sts	Utility gas valve replacement	7/15/2025	7/24/2025
R-25-17	494 N Broadway St	Replacement of gas service	7/1/2025	7/14/2025
R-25-18	443 N Broadway St	Further gas valve repairs	8/11/2025	8/18/2025
R-25-19	45 W Flint St	Temporary dumpster placement for building renovation project	8/14/2025	8/21/2025
R-25-20	37 E Flint St	Temporary blocking of sidewalk and four parking spaces for associated patio wall removal project	8/19/2025	8/25/2025
<b>SIGNAGE</b>				
S-25-06	37 E Flint St	Installation of one (1) painted wall sign 51 SF in area on the north/parking lot elevation.	8/27/2025	9/3/2025
S-25-07	37 E Flint St	One (1) class two temporary sandwich board sign on Flint St sidewalk until December 2, 2025	8/12/2025	9/3/2025
<b>WALLS / FENCES</b>				
F-25-##	66 Crescent	Finalizing approved permit based on on-site verification.		PENDING
F-25-04	447 E Jackson St	4' vinyl picket residential fencing.	5/14/2025	6/3/2025
F-25-05	373 N North Shore Dr	Four (4) foot high black aluminum fence along the south/side lot line.	6/20/2025	7/16/2025
F-25-06	457 Glenn Ct	Four (4) foot high non-obscuring fence along the west/side lot line.	8/28/2025	9/15/2025

**VARIANCE REQUESTS**

NAME / LOCATION	REQUESTED VARIANCES	MEETINGS / STATUS
A-25-004: 493 Algene St	Side yard setback variance for single family addition	Scheduled for 10/2/2025 BZA Meeting

**ACTIVE DEVELOPMENT PROJECTS**

NAME / LOCATION	DESCRIPTION	REVIEW & APPROVAL STATUS
<b>44. E Flint</b>	VLO-24-02 4-story, mixed-use, multi-family, retail, and office on existing parking lot.	Planning Commission Approval: August 5, 2024; variance required BZA Approval: October 2, 2024. Engineering & Fire Marshal Approval: Awaiting revised plans <b><i>STATUS: Applicant granted an extension at the August PC meeting</i></b>
<b>ORION VILLAS</b> 597 E. Flint	VLO-23-03 Attached townhomes, 8-unit site condominiums.	Planning Commission Approval: June 5, 2023 Council Condo Docs Approval: April 8, 2024 Engineering Approval: January 10, 2024, as noted Final Zoning Approval: January 9, 2024 <b><i>Construction: Nearing Completion</i></b>
<b>WEST VILLAGE</b> 55 W. Elizabeth	VLO-23-04 Former Ehman Center PUD for mixed-use, multiple-family residential flats and lofts at the former Ehman Center property.	PC / Council PUD Eligibility Approval: September 7 / 13, 2021 PC / Council Preliminary PUD Approval: October 4 / 25, 2021 PUD Extension Approval: October 10, 2022 Planning Commission Final PUD Approval: September 5, 2023 Engineering & Fire Approval: Revise and Resubmit October 24, 2023 Council PUD Agreement Approval: December 11, 2023 Council Amended PUD Agreement Approval: June 10, 2024 PUD Execution / Recording: Completed May 2025 Pre-Construction Meeting: Pending Final Engineering – <b><i>Waiting on revised plans to address 8/19/2025 meeting issues.</i></b>
<b>Lake Street Realignment and Improvements</b>	Improvements to Lake & Flint intersection; license agreement w/Village.	Preliminary Council Approval: August 14, 2023; License Agreement Approval: November 27, 2023. Engineering Approval: August 29, 2024, as noted <b><i>Processing address request</i></b>
<b>SNUG HARBOR</b> 160 Heights	VLO-24-01 Multifamily development; adjacent to Mystic Cove	Planning Commission Approval: May 6, 2024. Engineering Approval: September 25, 2024 Final Zoning Approval: Pending additional information <b><i>Applicant requested condo conversion – Scheduled for October PC</i></b>
<b>MYSTIC COVE</b>	VLO-22-05 Mixed-use, multifamily townhomes & dock/shoreline improvements.	Planning Commission Approval: October 3, 2022. Council Lot Reconfigurations Approval: June 2023 Final Zoning Approval: April 23, 2024 Engineering Approval: October 31, 2024 <b><i>Construction: In Progress</i></b>
<b>STARBOARD</b>	VLO-23-05 Mixed-use, multifamily townhomes & marina improvements.	Planning Commission Approval: November 6, 2023. Council License Agreement Approval: November 27, 2023 Engineering Approval: Revise & Resubmit Final Zoning Approval: Pending <b><i>Approved Boat House Unit building permit per PC conditions of approval</i></b>
<b>CONSTELLATION BAY</b>	VLO-23-02 Mixed-use residential, multi-family townhomes and apartments, shoreline improvements.	Planning Commission Approval: October 3, 2022. Planning Commission on April 3, 2023 (amended site plan) Engineering Approval: December 16, 2024 Final Zoning Approval: November 26, 2024 Construction: December 3, 2024 - Pre-con; Demo underway <b><i>Grading begun as part of Peninsula construction</i></b>
<b>THE PENINSULA</b>	VLO-23-07 Single-family site condominiums	Planning Commission Approval: February 5, 2024 Council Condo Doc Approval: April 8, 2024 Engineering Approval: March 10, 2025, as noted

		Pre-Construction Meeting: March 18, 2025 Final Zoning Approval: Granted <u>Construction ongoing</u>
<b>146 S. Broadway</b>	VLO-23-06 Commercial site plan 3-unit “white box”, interior & exterior modifications	Planning Commission Approval: October 2, 2023 Final Zoning Approval: November 22, 2023 Construction: Complete Change of Use / Signage Approval: Suite 160 (Robotic Relief); <u>Suite 154 granted approval/determining final compliance</u>
<b>CLOUD RETAIL</b> 494 S. Broadway	VLO-21-10 Commercial (marijuana retail) site plan.	Council Lot Reconfiguration Approval: March 13, 2023 Planning Commission Approval: April 3, 2023. Engineering Approval: Revise & Resubmit July 12, 2024 Village Marijuana Permit Approval: <u>On-going final engineering review</u>
<b>WEST HARBOR ORION</b> 225 Lake Street	Residential, single family homes (2)	PC / Council Lot Split Approval: January 6 / 13, 2025 Demolition: In Progress Recording: Ready per Engineering Approval April 22, 2025 Zoning Review: TBD; required for each new build. <u>Construction: TBD?</u>
<b>EASTPORT</b>	VLO-25-01 Cross-jurisdiction redevelopment of former commercial greenhouse for mixed use, retail, multiple-family, and single family.	Site Plan Submitted: May 5, 2025 (Township portion submitted as PUD Concept) Village-Township Joint Public Hearing: June 18, 2025. Village Planning Commission Review: <u>Anticipated October 2025.</u>  <u>After joint meeting Township has proceeded with reviews and will be granting Board approval in September. Village review scheduled for October Planning Commission.</u>
<b>ORION LUMBERYARD</b>	Public parking lot, pavilion, and gathering space.	Demolition & Cleanup: Ongoing; Building Structural Rehab: Building permit issued and structures to be saved are receiving necessary structural shoring. PUD Application: Held pre-application at the September Planning Commission. <u>Awaiting formal application submittal.</u>
<b>WEST VILLAGE TOWNHOMES</b> 315 N Lapeer St	VLO-25-003 Demolition of school admin building and construction of 15 townhomes	Planning Commission Approval: September 2, 2025. <u>Awaiting applicant submittal of revised plans to address conditions of approval.</u>

**LOOKING AHEAD: POTENTIAL PROJECTS**

**Unified Master Plan:** Immediately following adoption of the Action Plan, the Village should pursue a comprehensive update to the Master Plan, unifying recent amendments; updating community data, trends, and analyses; and providing a modern, easy-to-read document to guide community growth for the next 10-20 years.

**Zoning Amendments:** The following table summarizes staff recommendations for Zoning Ordinance and/or Map amendments for consideration by the Planning Commission. Should the Planning Commission wish to pursue one or more of these amendments, the Commission may direct staff to further study the issue(s) and/or prepare draft amendment ordinance(s). All proposed amendments require a public hearing, a recommendation by the Planning Commission, and adoption by the Village Council.

SECTION	TOPIC / ISSUE	RECOMMENDED CHANGES
4.03, 12.03, 13.11	RL-Lake SF District setback requirements; current street setback for principal: 25 ft. / for detached accessory: 20 ft.	Provide “Established Front Setback” (EFS) standards for the street setback of lake district homes, like for the RV district. Allows more flexibility for small, nonconforming lake lots to be built in line with adjacent properties Example: 25 ft. or EFS and in no instance less than 15 ft. Adjust detached accessory setback for RL lots to 10 ft.

4.02, 13.12	RV- Village SF District permitted uses	Provide “Accessory Dwelling Unit” (ADU) and “cluster housing” standards permitted (or special) land uses in the RV district.
4.03, 12.02	Single-family district lot coverage / open space; impervious surfaces	Provide lot coverage or open space standards for impervious surfaces (concrete, asphalt) in single-family districts; encourage alternatives (i.e., permeable pavers). Example: no less than 25% of any lot shall remain uncovered, unbuilt upon, and maintained as landscaped or naturalized open space. So if maximum lot coverage for buildings and structures in RV is 40%, an additional 35% can be impervious surfacing (driveways, walkways, patios, etc.)
11.04	PUD review and approval process	Eliminate circuitous review requirements; clearly delineate roles and responsibilities of approving bodies, particularly regarding PUD contract approval.
19.02	Site plan review and approval process	Clearly delineate roles and responsibilities of reviewers and approving bodies, particularly regarding final site plan and construction plan review; require deadline (ex.: 6 months) for final site plan submittal following PC approval.
14.02	Off-street parking requirements	Study demand and current trends, consider updating off-street parking requirements for certain uses, e.g., multiple family uses may be updated to be commensurate with number of bedrooms.
15.02	Landscaping standards	Increase landscaping standards for multiple family and commercial developments; include preferred/prohibited tree species list; require certain percentage of flatwork to be permeable.

Prepared by:



McKenna provides day-to-day assistance to Village staff and administration, applicants and developers, and the public regarding planning, zoning, and economic development matters. We also assist in the administration of the Planning Commission and the Board of Zoning Appeals. Contact your McKenna team via email:

- **Mario Ortega, AICP**, Senior Principal Planner (mortega@mcka.com)
- **Alicia Warren**, Associate Planner (awarren@mcka.com)

Or visit us during on-site office hours, every Tuesday from 9:30am-4:30pm or reach out during our Virtual Office Hours on Thursday mornings!

(248) 693-8391 ext. 107  
 zoning@lakeorion.org

As always, thank you for your support and participation – *it takes a Village!*



**COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** September 22, 2025

**TOPIC** Attorney Services

**BACKGROUND BRIEF:**

Council Member Lamb is requesting that Village Council consider seeking proposals for legal services for the Village. The Council Member’s request is attached.

Village Attorney Kucharek is an appointed officer of the Village and will be in attendance at Monday’s meeting. As such, she may request that Council convene into closed session at any pursuant to the Section 8(1)a of the Michigan Open Meetings Act if Council intends to discuss her dismissal or complaints about her performance.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

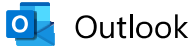
None

**FINANCIAL IMPACT:**

None

**RECOMMENDED MOTION:**

None



**Request to add Agenda item to next meeting to discuss advertising for Proposals for Village Attorney position.**

**From** Michael Lamb <lambm@lakeorion.org>

**Date** Thu 9/11/2025 7:10 AM

**To** Wesley Sanchez <wsanchez@lakeorion.org>; Darwin McClary <mcclaryd@lakeorion.org>

**Cc** Sonja Stout <stouts@lakeorion.org>; Mark Amundson (amundsonm@lakeorionpolice.org) <amundsonm@lakeorionpolice.org>; Teresa Rutt <rutt@lakeorion.org>; Stan Ford <fords@lakeorion.org>; George Dandalides <dandalidesg@lakeorion.org>; Alex Comparoni, Jr. <acomparoni@lakeorion.org>; Nancy Moshier <moshiern@lakeorion.org>; Eric Papacek <papaceke@lakeorion.org>

Dear Wes and Darwin,

We believe that it is time to select a new Village Attorney responsive to the needs of the Village Council and are requesting this item be added to the Village Council Agenda for September 22, 2025.

According to Section 3.9 and 3.10 of the Village Charter "The Village Manager, Clerk, and **Village Attorney shall hold office by virtue of election by the Council**, which body shall also set their salaries. They shall hold office at the pleasure of the Council."

The changing needs of the Village with regard to employment policies, public property usage issues, possible Cityhood, etc., require that the Village Attorney have an impartial and open mind toward our collective future and have adequate time to prioritize our work. Past alignments and political interests need to be set aside. Maintaining the status quo is no longer acceptable. Many very important legal issues remain unaddressed for many years and work is not progressing expeditiously.

Several years ago, we changed City Engineers from HRC to Nowak and Fraus, despite 30+ years with HRC, we saw an immediate change in operations and increased productivity. This change occurred through Council action, not through the Village Managers office.

Criticism of our current attorney, Beier Howlett, or discussion of their failures and victories are not warranted. We need only to look forward and not remain stuck in the past.

Regards,

Michael Lamb



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**COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** September 22, 2025

**TOPIC** Discussion on Village Tax Distributions

**BACKGROUND BRIEF:**

Council Member Lamb is requesting to make a brief presentation to Council on Village tax distributions. Attached is the Council Member’s request and presentation charts.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

None

**FINANCIAL IMPACT:**

None

**RECOMMENDED MOTION:**

None

 Outlook

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**Request to add pieces of the pie to next agenda Sept 22, 2025**

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**From** Michael Lamb <lambm@lakeorion.org>

**Date** Mon 9/15/2025 5:04 PM

**To** Darwin McClary <mclaryd@lakeorion.org>

**Cc** Wesley Sanchez <wsanchez@lakeorion.org>; Sonja Stout <stouts@lakeorion.org>; Mark Amundson <amundsonm@lakeorionpolice.org>; George Dandalides <dandalidesg@lakeorion.org>; Nancy Moshier <moshiern@lakeorion.org>; Alex Comparoni, Jr. <acomparoni@lakeorion.org>; Stan Ford <fords@lakeorion.org>; Eric Papacek <papaceke@lakeorion.org>; Teresa Rutt <rutt@lakeorion.org>

 1 attachment (250 KB)

24-25 Village and DDA Tax Pie Charts.pdf;

Dear Darwin,

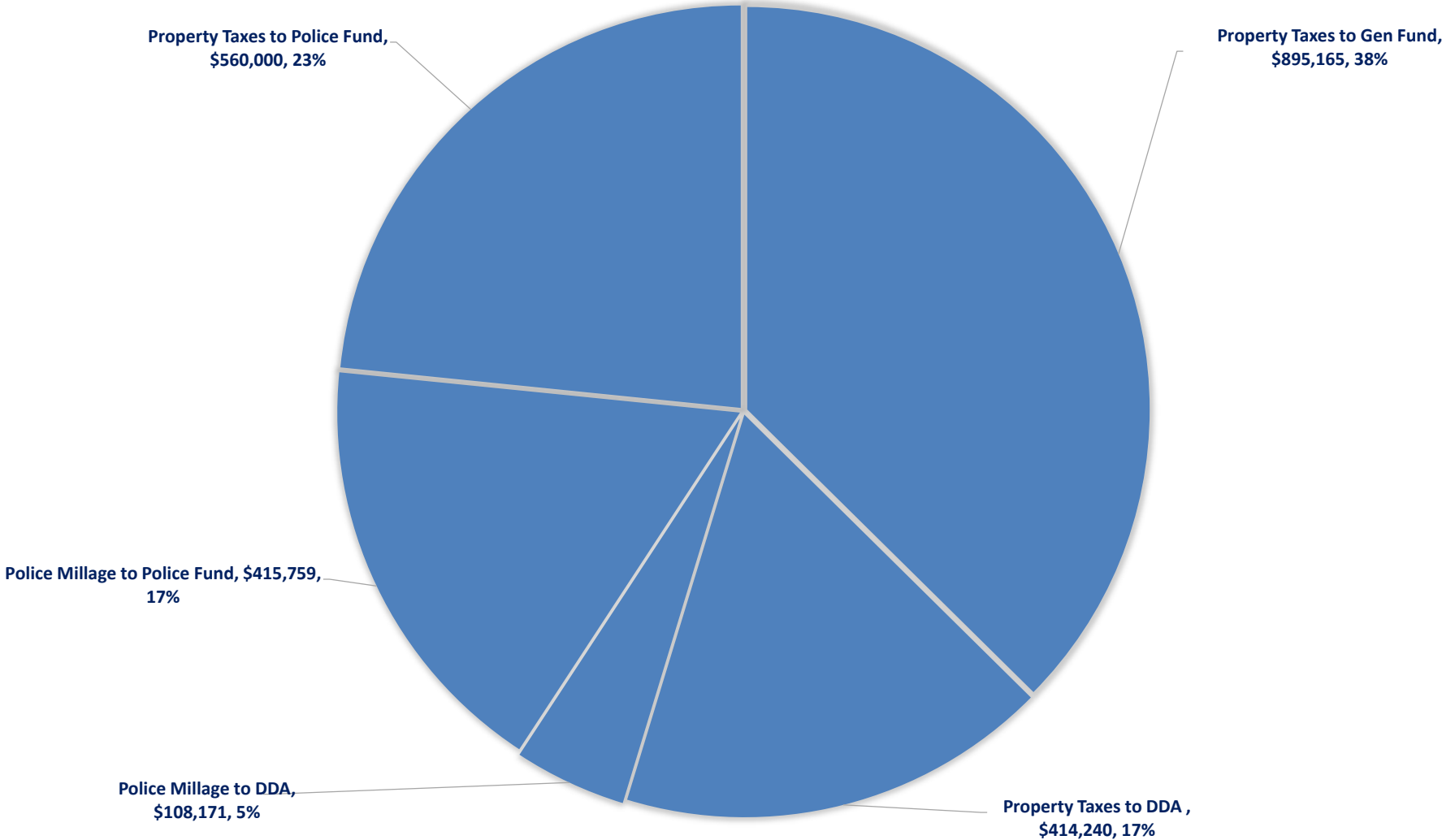
Welcome back!

Please add an agenda item for me to present "pieces of the pie" to the Village Council. I estimate it will take less than 10 minutes as I have practiced presenting the information to several council and community members. There is not any suggested actions to be taken. Sonja suggested that this was the appropriate forum as opposed to making a presentation. My intention is to have an honest straight forward presentation of where the Village Tax Dollars come from and where they go. The data is from year end 24-25.

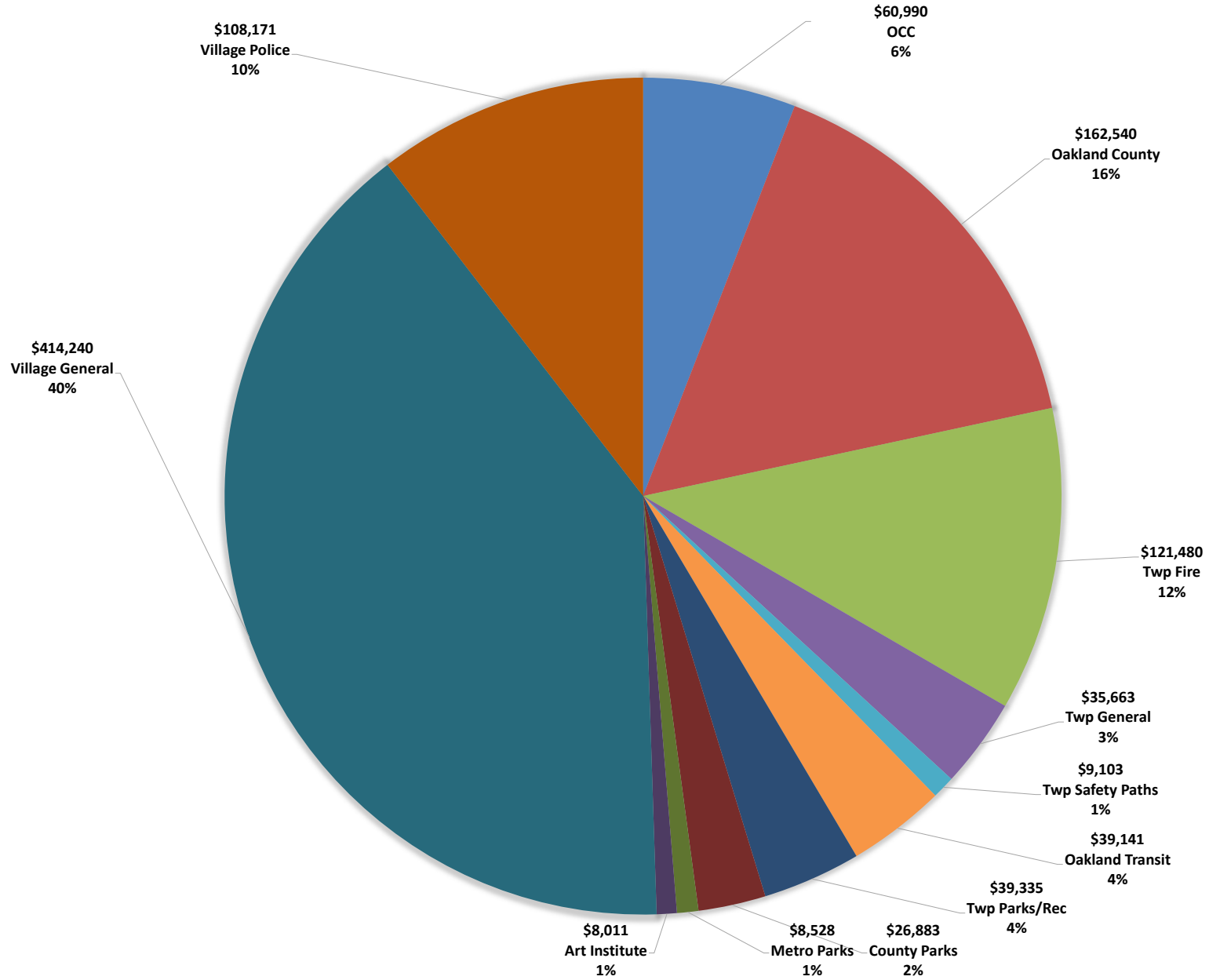
Thank you,

Mike Lamb

**TAX DISTRIBUTION VILLAGE OF LAKE ORION 24-25**  
**VILLAGE TAX AND POLICE MILLAGE = \$2,393,335**



**TAXES CAPTURED BY LAKE ORION DDA 24-25**  
**\$1,034,085**



DDA EXPENDITURES 24-25  
\$1,020,764

