AGENDA

REGULAR MEETING OF THE VILLAGE COUNCIL

Tuesday, May 27, 2025

7:30 PM

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

(248) 693-8391 ext. 102

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

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

   By order of the President/Chair, no matters will be discussed after 10:30 p.m., unless council/board/commission votes to continue the meeting.

7. **Consent Agenda**

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

   A. Approval of Special Event – Fireworks on Lake Orion

   B. Approval of Special Event – Lake Orion Live Gazebo Concert Series

   C. Approval of Special Event – Outdoor Movie Nights

   D. Approve the Michigan Uniform Video Service Local Franchise Agreement Renewal

   E. Approval of Village Council Regular Meeting Minutes of May 12, 2025

   F. Approval of Village Council Special Meeting Minutes of May 12, 2025

G. Receive and File of DDA Special Meeting Minutes of May 7, 2025

H. Receive and File of DDA Regular Meeting Minutes of April 15, 2025

I. Receive and File of Parks & Recreation Advisory Committee Regular Meeting Minutes of April 22, 2025

J. Receive and File of Invoice Distribution Report for May 28, 2025

K. Confirmation of Emergency Engineering Services Purchase and Budget Amendment - Oak Lane, Flint Street, and Green's Park Seawalls

L. Budget Amendment-Sewer Capital Improvement fund

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

9. **Public Hearings**

10. **Other Items**

A. Village Manager Performance Evaluation Result and Compensation Review

B. Adoption of FY 2025-26 Budget and Millage Rates

C. Approval of DDA Proposed FY 2025-26 Budget

D. DDA/Village Services Agreement – Public Works Enhanced Services

E. DDA/Village Services Agreement – Police Department Enhanced Services

F. FY 2025-26 Non-Union Pay Ranges and Pay Rates

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.

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC: Approval of Special Event – Fireworks on Lake Orion

BACKGROUND BRIEF:

The Fireworks on Lake Orion event, submitted by Robert Krefski, on behalf of the Lake Orion Fireworks Foundation Inc., is scheduled for Saturday, July 5, 2025, on the east side of Lake Orion, with a rain date of Sunday, July 6, 2025. The event is held annually and is expected to attract 10,000 attendees.

RECOMMENDED MOTION:

To adopt Resolution No. 2025-012, approving the Fireworks on Lake Orion Special Event Application and the License Agreement between the Village of Lake Orion and Robert Krefski of the Lake Orion Fireworks Foundation Inc. for the use of the east side of Lake Orion on Saturday, July 5, 2025, at 10:00PM, and to authorize the Village Council President and Village Clerk to execute the agreement on behalf of the Village.

Village of Lake Orion
EST 1859

VILLAGE OF LAKE ORION
COUNTY OF OAKLAND
STATE OF MICHIGAN

RESOLUTION 2025-012

A RESOLUTION TO APPROVE THE SPECIAL EVENT PERMIT APPLICATION FOR "FIRE WORKS ON LAKE ORION" AND THE ASSOCIATED LICENSE AGREEMENT

VOTING YEA:
VOTING NAY:
MOTION:

RESOLVED: To approve the Special Event Permit Application submitted by Robert Krefski on behalf of the Lake Orion Fireworks Foundation Inc., for the "Fireworks on Lake Orion" event to be held on Saturday, July 5, 2025, at 10:00PM, on a floating platform anchored in Lake Orion, as outlined in the application.

FURTHER RESOLVED: To approve the License Agreement between the Village of Lake Orion and the Lake Orion Fireworks Foundation Inc., and to authorize the Village President and Village Clerk to execute said Agreement on behalf of the Village.

FURTHER RESOLVED: This approval is subject to the following conditions:

Administrative Requirements

1. Emergency vehicle access must be maintained at all times throughout the Village, especially in the downtown area.
2. Drew Espenshade of Ace Pyro, LLC shall submit the required documentation to the Michigan Department of Licensing and Regulatory Affairs (LARA).

Fire Department Requirement

1. The proposed fireworks display must comply with NFPA 1123: Code for Fireworks Display.

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, MAY 27, 2025.

Sonja Stout
Village of Lake Orion Clerk/Treasurer

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 2025-009 adopted by the Village of Lake Orion Village Council at its Regular Meeting held on the 27th day of May 2025.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan on this 27th day of May 2025.

Sonja Stout
Village of Lake Orion Clerk/Treasurer

DATED: May 28, 2025

Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

EVENT PERMIT APPLICATION

**** ATTN: APPLICATION NEEDS TO BE TURNED IN 120 DAYS PRIOR TO EVENT****

Date of Application: 3-17-25		Date Application Fee Paid: 3-17-25

Sponsoring Organization's Legal Name: LAKE ORION FIREWORKS FOUNDATION INC.	
Phone 586-996-8967	Fax
Email PKREFSKI@COMCAST.NET	Website LOFF FACEBOOK
Sponsoring Organization's Agent Name: ROBERT KREFSKI	
Phone 586-996-8967	Fax
Email PKREFSKI@COMCAST.NET	Website
Event Name: FIRE WORKS ON LAKE ORION	
Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary) FIRE WORKS WILL BE FIRED ON THE EAST SIDE OF LAKE ORION AT 10:00PM 7-5-25	
Date/Hours of Event: 10:00 P.M. 7-5-25	
Date/Hours of Set-up and Tear Down: 7-4-25 SET UP 7-9-25 TEAR DOWN	
Event Location and Boundaries	

Include an Event Map which clearly shows the locations for each activity during the event, including but noy limited to the following:

- **Tent locations**
- **Parking / loading areas**
- **Food / drink stations**
- **Streets and parking lots to be closed**
- **Walk / run routes**
- **Anticipated staffing**
- **Loading locations** — GREENS PARK
- **Porta john locations and number**
- **Trash/dumpster**
- **Event staff parking**

Will street closures and/or Parking Lot closures be necessary: ( ) Yes (X) No
If yes, describe, including: date and time of closures, setup schedule and take down schedule, and time you will need the parking lot for deliveries.

Coordinating with Another Event: YES NO	If Yes, Event Name
Event Name/Details:	

Event Information

Type of Event ***(See definitions attached to information page)***
( ) Village Operated ( ) DDA ( ) Individual ( ) Co-Sponsored ( ) Group

Indicate Status
(X) Non-Profit* ( ) Not-for-Profit ( ) For-Profit

****If the event is sponsored by a Non-Profit please provide proof of non-profit status.***

Annual Event: Is this event expected to occur next year? (X) Yes ( ) No
If Yes, you can reserve a date for next year with this application. To reserve dates for consideration for next year please provide the next year's specific dates. Event Application Form will need to be filled out for each year's event.

Is this event a Fund raiser? ( ) Yes (X) No
If YES, indicate beneficiary information:

Is this the first time the event is being held in the Village of Lake Orion? ( ) Yes (X) No
Describe:

Was this event previously held outside the Village of Lake Orion? ( ) Yes (X) No
Describe:

Total estimated attendance each day

1-DAY ESTIMATE
10,000 people

What parking arrangements will be necessary to accommodate attendance?
Describe:

NONE

NOTE: For events over 100 people, you must submit a parking plan.

How will trash be handled?
Describe:

NONE

Is amplification of music or speakers planned or anticipated? ( ) Yes (X) No
If yes, describe, including the dates and times and the maximum limit and amplification:

Will tents be used: ( ) Yes (X) No
If yes, indicate number of tents, use of each, location and size:

Portable restrooms: ( ) Yes (X) No
If yes, number of portable restrooms and location:

Will alcoholic beverages be served: ( ) Yes (X) No
If yes, describe:

Is liquor license issued by the State of Michigan? ( ) Yes (X) No?
If yes, whose name is the license issued to:

Copy of License must be submitted to the Village within 15 days of the Event.

Will food and beverages be sold: ( ) Yes (X) No
If yes, describe:

All food vendors must be approved by the Oakland County Health Departments. No permit is necessary where only pre-packaged, ready-to-eat type foods are sold from a concession stand or booth.

Will merchandise be sold: ( ) Yes (X) No
If yes, describe:

WILL THE EVENT REQUIRE THE USE OF ANY OF THE FOLLOWING MUNICIPAL EQUIPMENT?
Electrical Connections: ( ) Yes (X) No If yes, describe:
Water: ( ) Yes (X) No If yes, describe:
Barricades and/or Traffic cones: ( ) Yes (X) No If yes, complete **"REQUEST TO USE VILLAGE EQUIPMENT FORM":**
Do you have need of emergency fire equipment, such as ambulance? ( ) Yes (X) No If yes, describe:
Other Village services: ( ) Yes (X) No If yes, describe:

EVENT SIGNS
Will this event include the use of signs? (X) Yes ( ) No **If yes, complete the" TEMPORARY SIGN PERMIT APPLICATION".**

CERTIFICATIONS AND SIGNATURES

I understand and agree on behalf of the sponsoring event the following must be provided 30 days prior to the event:

A. A Certificate of Insurance in the amount of $1,000,000 liability insurance and $1,000,000 aggregate insurance must be provided which names the Village of Lake Orion as an additionally insured party on the policy. (See Insurance Certificate on "Required Documents for a Special Permit Sheet".)

B. Event sponsors are required to sign a Hold Harmless Agreement form.

C. Event sponsor is required to contact the Orion Township Fire Department at least one week prior to the event to set up a time for inspections prior to the event.

D. All food vendors must be approved by the Oakland County Health Department.

E. The approval of this Special Event may include additional requirements/and or limitations, based on the Village's review of this application.

F. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the Village and will promptly pay any billing for Village services which may be rendered.

G. If the event is serving alcohol, a copy of the Liquor License issued by the State of Michigan shall be provided to the Village prior to the event.

H. The Event contact persons list complete with cell phone numbers and email addresses shall be provided to the Village at least one week prior to the event.

I. Advertising of the event is not recommended prior to approval of the Event Permit. Advertising of the event prior to the approval of the permit does not guarantee the event will be approved as advertised. Advertisement must include note that the advertisement is pending Village Approval.

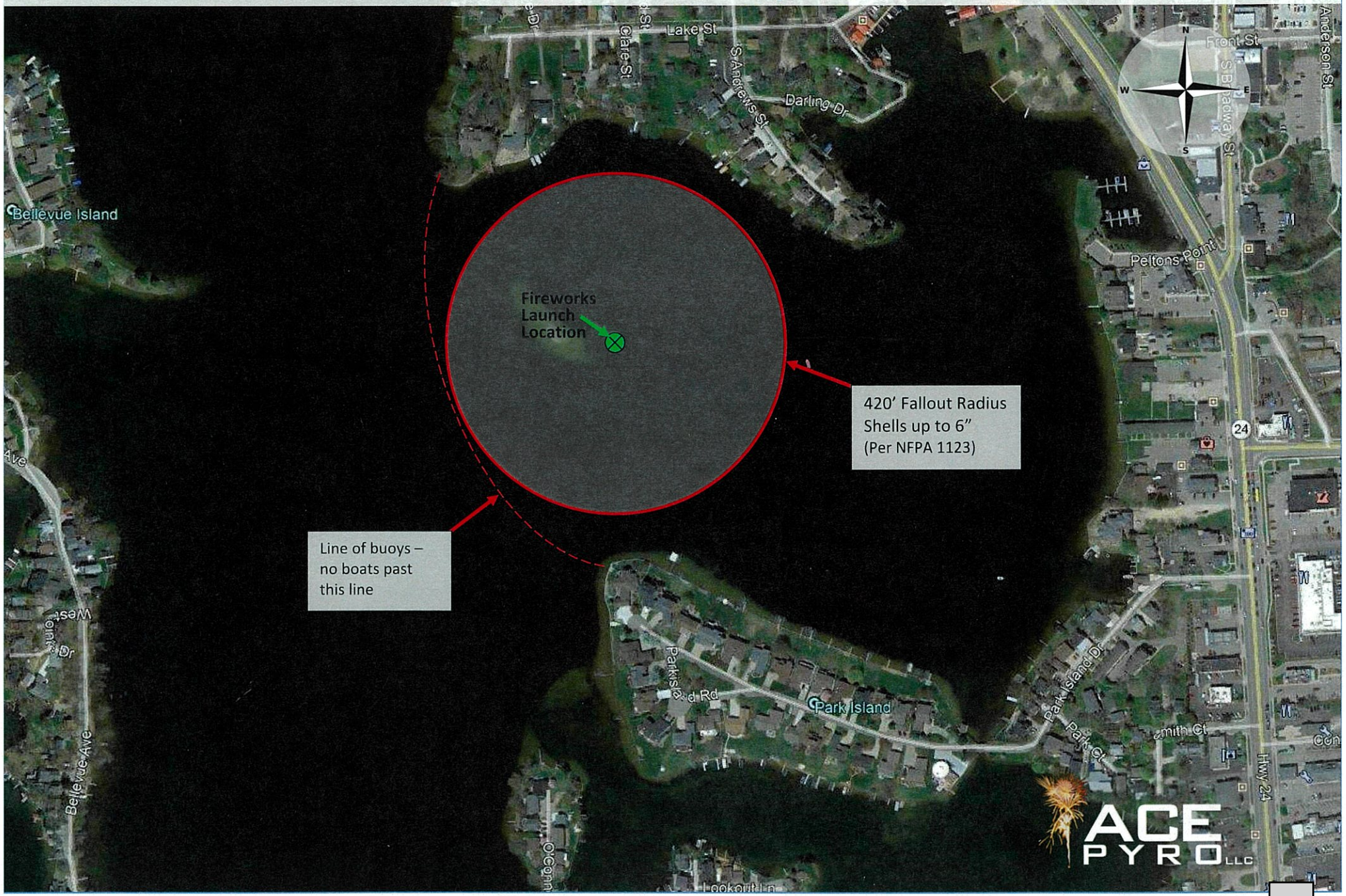
As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this special Event Permit, affirm the above understandings and agree that my sponsoring organization will comply with the Village Special Event Policy, the terms of the Written Confirmation of approval and all other Village requirements, ordinance and other laws which apply to this Special Event.

3-16-25
Date

Robert Krefski
Signature of Sponsoring Organization's Agent

ROBERT KREFSKI
Print Name

Lake Orion
Fireworks Site Map



ACE PYRO LLC

Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

HOLD HARMLESS AGREEMENT

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

LAKE ORION FIREWORKS . 7-5-25 at 10:00pm
Activity/Event — Dates and Time

EAST SIDE OF LAKE ORION
General Description of Location

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

Robert Krefski
Applicant/Property Owner/Contractor Signature**

ROBERT KREFSKI
Applicant/Property Owner/Contractor Printed Name

3-16-25
Date

Sally Krefski
Witness One Signature ***

Sally Krefski
Witness One Printed Name

Barbara Rice
Witness Two Signature ***

Barbara Rice
Witness Two Printed Name

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

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

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

CERTIFICATE OF LIABILITY INSURANCE

5/2/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acrisure Great Lakes Partners Insurance Services 223 West Grand River Ave #1 Howell MI 48843	**CONTACT NAME:** **PHONE (A/C, No, Ext):** 216-658-7100 **FAX (A/C, No):** 216-658-7101 **E-MAIL ADDRESS:** info@brittongallagher.com
INSURED Ace Pyro LLC 13001 E Austin Road Manchester MI 48158	**INSURER(S) AFFORDING COVERAGE** / **NAIC #** **INSURER A :** James River Insurance Company — 12203 **INSURER B :** Everest Denali Insurance Company — 16044 **INSURER C :** AXIS Surplus Insurance Company — 26620 **INSURER D :** Arch Specialty Insurance Company — 21199 **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 705333678 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY 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 INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	**GENERAL LIABILITY** [X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC			00136779-2	11/1/2024	11/1/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 5,000,000 $ 2,000,000 $
B	**AUTOMOBILE LIABILITY** [X] ANY AUTO [ ] ALL OWNED AUTOS [ ] SCHEDULED AUTOS [X] HIRED AUTOS [X] NON-OWNED AUTOS			GCD0010011-241	11/1/2024	11/1/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
C	[ ] **UMBRELLA LIAB** [X] OCCUR [X] **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $			P-001-000839920-04	11/1/2024	11/1/2025	EACH OCCURRENCE AGGREGATE $	$ 4,000,000 $ 4,000,000 $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] N / A **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATU-TORY LIMITS [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $
D	Excess Liability #2			UXP1048247-03	11/1/2024	11/1/2025	Each Occurance Aggregate Total Excess Limits	$5,000,000 $5,000,000 $9,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.
The following are included as Additional Insured on General Liability as their interest may appear as respects operations performed by or on behalf of the Named Insured, as required by written contract: Village of Lake Orion; Lake Orion Fireworks Foundation
Event Location: Floating platform anchored in Lake Orion
Event Date: 7/5/2025 RD: 7/6/2025
The General Liability watercraft exclusion is amended above to provide coverage for: barges or other mobile work platforms, while fixed in place on water and used to prepare and provide a fireworks display.

CERTIFICATE HOLDER

Village of Lake Orion
21 East Church Street
Lake Orion Mi 48362
United States

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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2025 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The **LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD** will not discriminate against any individual or group because of race, sex, religion, age, national origin,color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes)

☐ Agricultural / Wildlife Fireworks ☐ Articles Pyrotechnic ☑ Display Fireworks

☑ Public Display ☐ Private Display

☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY.

PERMIT(S) EXPIRATION DATE
(ENTER DATE OF EXPIRATION)

NAME OF PERSON PERMIT ISSUED TO: Drew Espenshade

AGE (18 YEARS OR OLDER) ☑ YES ☐ NO

ADDRESS OF PERSON PERMIT ISSUED TO: 9700 Burmeister Rd, Saline, MI 48176

NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION: ACE Pyro, LLC

ADDRESS: 9700 Burmeister Rd, Saline, MI 48176

NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary)

Approximately 1,000 1" - 6" Aerial Display Shells

EXACT LOCATION OF DISPLAY OR USE: Floating platform anchored in Lake Orion (see attached site layout)

CITY, VILLAGE, TOWNSHIP: Lake Orion

DATE: 7/5/2025 (RD: 7/6/2025)

TIME: Approx. 10:00PM

BOND OR INSURANCE FILED ☑ YES ☐ NO

AMOUNT: $10,000,000

Issued by action of the Legislative Body of the

☐ City ☐ Village ☐ Township of _____ on the _____ day of _____, 2025.

_____
(Signature and Title of Legislative Body Representative)

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT

2025 Application for Fireworks Other Than Consumer or Low Impact

Authority: 2011 PA 256	The **LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD** will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.	**FOR USE B OF CITY, VI B** DATE PERMIT(S) EXPIRE:

TYPE OF PERMIT(S) (Select all applicable boxes)

- ☐ Agricultural or Wildlife Fireworks
- ☐ Articles Pyrotechnic
- ☑ Display Fireworks
- ☑ Public Display
- ☐ Private Display
- ☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT	ADDRESS OF APPLICANT	AGE OF APPLICANT 18 YEARS OR OLDER
Drew Espenshade	9700 Burmeister Rd, Saline, MI 48176	✓ YES ☐ NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER	ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER	
Aaron Enzer	9700 Burmeister Rd, Saline, MI 48176	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR	ADDRESS OF PYROTECHNIC OPERATOR	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER
Jon Nash	9700 Burmeister Rd, Saline, MI 48176	✓ YES ☐ NO
NO. YEARS EXPERIENCE / NO. DISPLAYS	WHERE	
10+ / 100+	Michigan, Wisconsin, North Dakota, Wyoming, Illinois, Iowa, Arizona, Indiana, Pennsylvania	
NAME OF ASSISTANT	ADDRESS OF ASSISTANT	AGE OF ASSISTANT 18 YEARS OR OLDER
Drew Espenshade	9700 Burmeister Rd, Saline, MI 48176	✓ YES ☐ NO
NAME OF OTHER ASSISTANT	ADDRESS OF OTHER ASSISTANT	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER
N/A	N/A	YES ☐ NO

EXACT LOCATION OF PROPOSED DISPLAY
Floating platform anchored in Lake Orion (see attached site layout)

DATE OF PROPOSED DISPLAY	TIME OF PROPOSED DISPLAY
July 5, 2025 (Rain Date: July 6, 2025)	Dusk, Approximately 10:00PM

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT

None, fireworks product will be brought from company storage in time for display setup.

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT)	NAME OF BONDING CORPORATION OR INSURANCE COMPANY
$10,000,000	Acrisure Great Lakes Partners Insurance Services

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY
223 West Grand River Ave, #1, Howell, MI 48843

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
Approximately 1,000	1" - 6" Aerial Display Shells

SIGNATURE OF APPLICANT	DATE
Drew Espenshade	May 5, 2025

Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

SIGN PERMIT APPLICATION

PROPERTY INFORMATION

Sign Site Address: ORION Lumber YARD Parcel ID #: _____

Name of Business at Sign Location: ORION Lumber YARD Zoning District: _____

OWNER INFORMATION

Property Owner Name: DDA Address: 118 N. BROADWAY ST

Property Owner Phone #: 248 693-9742 E-Mail: bLoom@downtownlakeorion.org

APPLICANT INFORMATION *(If applicant is NOT property owner)*

Applicant Name: BOB KREFSKI LOFF Address: _____

Applicant Phone #: 586-996-8967 E-Mail: KREFSKI@COMCAST.NET

Applicant is: *(i.e. contractor or business owner or architect, etc.)* WE SHOOT FIREWORKS

TYPE AND QUANTITY OF SIGN(S)

Please indicate the quantity of each type of sign proposed.

Permanent Sign(s): _____Wall _____Projecting _____Ground Sign _____Awning _____Other

Temporary Sign(s): X Banner _____Community Event _____Class 1 (Adjustable Type) _____Class 2 (A-Frame)

Temporary Display Dates: From MAY 15 To JULY 5

Name of Event: FIRE WORKS Date of Event: JULY 5, 2025

ADDITIONAL INFORMATION AND REQUIREMENTS

1) Location Map: *A map identifying the location of all requested signs on the property or building must be provided or the application WILL NOT be reviewed.*

2) Sign Sketch Plan: *A scaled plan or drawing identifying the size and elements of all requested sign(s) on the property or building must be provided or the application WILL NOT be reviewed.*

3) Orion Township Building Permit: *An Orion Township building permit application must be included in order to erect any permanent signs.*

I hereby agree to erect and remove (if applicable) signage exactly as approved on this application:

Signature of Property Owner: Janet L Bloom **Date:** 5/8/25

Signature of Applicant (or Contractor): Robert Krefski **Date:** 5-8-25

TO BE COMPLETED BY VILLAGE STAFF - Date Received: Fee: Receipt #:

Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

LOCATION MAP

A location map must include the following information:

- All property lines, buildings, fences, parking lots, driveways and adjacent streets.
- The location of all existing signs.
- The location of all proposed signs.

SIGN SKETCH PLAN

A sign sketch plan must include the following information:

- All sign dimensions.
- Wording of the sign.
- Building Signs: Must show length and width of building façade from grade and include roofline.
- Draw length, width, depth, and height of sign on building façade. Include all existing and proposed signage.
- Please note if any existing signage is to be removed.
- Any proposed internal or external lighting.
- Type of material sign is constructed from.

ALL APPLICATIONS MUST BE IN COMPLIANCE WITH THE STANDARDS OF THE VILLAGE SIGN ORDINANCE, CHAPTER 155, AS AMENDED.

SIGN 40'X3'

FIRE WORKS LOGO

LAKE ORION

WHERE WE DO SUMMERS BIG
AND FIRE WORKS BIGGER

HELP KEEP THE SUMMER VIBE ALIVE DONATE TODAY

MAIL LOFF 540 N LAPEER RD BOX 161, L.O. 48362

GO FUND ME

DDA
LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY
118 N. Broadway, Lake Orion, MI 48362
Phone: 248-693-9742 Fax: 248-693-9749
www.downtownlakeorion.org
Janet Bloom, Assistant Director

May 8, 2025

Lake Orion Fireworks Foundation
540 N Lapeer Rd
Box 161
Lake Orion, MI 48362

To Whom it May Concern,

The Lake Orion Fireworks Foundation has the expressed permission of the Lake Orion Downtown Development Authority to hang a 40' x 3' banner on the Lumberyard construction fence from the dates of May 15th through July 5th.

Best Regards,

Janet L. Bloom JLB

Janet Bloom, Assistant Director
bloom@downtownlakeorion.org

Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

TEMPORARY USE OF VILLAGE RIGHT-OF-WAY

(PROPERTY, STREETS AND SIDEWALKS)

APPLICANT INFORMATION

Applicant Name: Robert Krefski Business Name: L.O.F.F.

Applicant Phone #: 586-996-8967 Address: N.A.

Applicant E-Mail: _____ City, State, Zip: _____

TYPE OF TEMPORARY USE

Property/Right-of-way will be used for: _____ Building Maintenance _____ Business Sale/Event _____ Utility Installation

Briefly Describe Use/Project Activity: _____

RIGHT-OF-WAY (ROW) TO BE USED

Site Address: (*Property adjacent to street/sidewalk/ROW*) _____

Temporary Use of Right-of-Way Begins – Day: 7/5/25 Time: _____

Temporary Use of Right-of-Way Ends – Day: 7/5/25 Time: _____

ADDITIONAL REQUIRED INFORMATION

Please place your initials next to the items in the applicable column to acknowledge that all items are included with your application.

Required for Special Event Applications	**Required for General Obstruction of Public ROW Only**
____ Anticipated Attendance	____ Sketch of Project Area
____ Event Map	____ Hold Harmless Agreement
____ Hold Harmless Agreement	____ Barrier Plan/ Safe Route Plan
____ License Agreement (if applicable - to be approved by Village Council)	**Additional Items for Excavation / Construction on Public Property**
____ Parking Plan	____ Application Fee
____ Sign Application (if applicable)	____ Insurance Certificate
____ Insurance Certificate	____ Copy of License
____ Approvals from all applicable outside agencies	____ $1,000 Escrow Deposit
	____ Construction Detail
	____ Soil Erosion Sedimentation Control

I, the undersigned, understand that the Village Hold Harmless Agreement must be completed and must accompany this application. I understand I will be liable for damage done to any street or sidewalk and that I must fully cooperate with all Village departments. Failure to cooperate may lead to immediate revocation of this permit by the Village of Lake Orion.

Signature of Applicant: Robert Krajcir **Date:** 3-16-25

***** To Be Completed by Village Administration *****

APPROVAL / COMMENTS BY

Police Chief: _____ **Date:** 4-2-25

Special Events: Condition of approval is that the applicant must make arrangements for barricades and detour signs at least one week prior to event. When Flint Street is closed, temporary STOP signs must be installed on both eastbound and westbound Shadbolt at Anderson Street and any other locations that the Police Chief deems necessary.

Fire Chief: _____ **Date:** _____

DPW Director: _____ **Date:** 4-1-25

Village Council: _____ **Date:** _____

OR

Village Manager: _____ **Date:** _____

Conditions of Approval: _____

_____

Charter Township of Orion

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

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

Date: May 7, 2025

To: Darwin McClary, Village Manager

Re: 2025 Lake Orion Fireworks Permit Application

The Orion Township Fire Department has reviewed the proposed documentation and recommends approval of the display with the following requirements:

1. The proposed fireworks display shall be in compliance with **NFPA 1123: Code for Fireworks Display.**

If you have any questions, please contact our office at 248.391.0304.

Sincerely,

Jeffrey Williams

Jeffrey Williams, Fire Marshal
Orion Township Fire Department

VILLAGE OF LAKE ORION
21 E CHURCH
LAKE ORION, MI 48362-3287
United States
Phone : (248) 693-8391

Received From: BZ LAKE ORION LLC
Date: 03/17/2025 Time: 11:03:39 AM
Receipt: 0000048879
Cashier: HEDRICKC

ITEM REFERENCE	AMOUNT
APPL FEE APPLICATION FEE	
1 @ 25	$25.00
UTSPROW UTIL PLAN SPECIAL EVENT ROW	
1 @ 75	$75.00
TOTAL	$100.00
CHECK 122	$100.00
Total Tendered:	$100.00
Change:	$0.00

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC: Approval of Special Event – Lake Orion Live Gazebo Concert Series

BACKGROUND BRIEF:

The Lake Orion Live Gazebo Concert Series, submitted by Emily Dziegielewski, on behalf of the Lake Orion Downtown Development Authority, is scheduled to take place on Wednesdays in July and August from 6:30 PM to 8:00 PM, with the exception of July 2, at the Children's Park and Gazebo. Setup will begin at 5:00 PM, with teardown concluding at 8:00 PM.

The annual event features live music and is expected to draw approximately 400 attendees each Wednesday evening.

RECOMMENDED MOTION:

To adopt Resolution No. 2025-013, approving the Lake Orion Live Gazebo Concert Series Special Event Application and the License Agreement between the Village of Lake Orion and Emily Dziegielewski of the Lake Orion Downtown Development Authority for the use of the Children's Park and Gazebo on Wednesdays during July and August from 6:30 PM to 8:00 PM, with the exception of July 2, 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 2025-013

A RESOLUTION APPROVING THE EVENTS PERMIT APPLICATION FOR LAKE ORION LIVE GAZEBO CONCERT SERIES 2025 AND TO APPROVE THE LICENSE AGREEMENT

VOTING YEA:
VOTING NAY:
MOTION:

RESOLVED: To approve the Special Event Permit Application submitted by Emily Dziegielewski on behalf of Lake Orion Downtown Development Authority, for the Lake Orion Live Gazebo Concert Series 2025 scheduled to take place on Wednesdays in July and August from 6:30 PM to 8:00 PM, with the exception of July 2, at Children's Park and Gazebo, as outlined in the application, which is attached.

FURTHER RESOLVED: To approve the License Agreement between the Village of Lake Orion and Lake Orion Downtown Development Authority, Emily Dziegielewski/Janet Bloom - and to authorize the Village President and Village Clerk to execute the Agreement on behalf of the Village.

FURTHER RESOLVED: To approve the Right-of-Way Permit Application, as submitted.

FURTHER RESOLVED: To approve the Sign Permit Application, as submitted.

FURTHER RESOLVED: To approve the Gazebo Rental License Agreement, as submitted.

FURTHER RESOLVED: This approval is conditioned on the following:

Administrative Requirements

1. The cellular telephone numbers of event staff and on-scene managers must be provided to the Police Department within twenty-four (24) hours of the event.

DPW Requirements

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

3. As always, Village properties will be properly maintained before the event begins and after the event ends.

Fire Department Requirements

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

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, MAY 27, 2025.

Sonja Stout
Village of Lake Orion Clerk/Treasurer

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 2025-002 adopted by the Village of Lake Orion Village Council at its regular meeting held on the 27th day of May 2025.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan this 27th day of May 2025.

Sonja Stout
Village of Lake Orion Clerk/Treasurer

DATED: May 28, 2025

Movie Nights

Village of Lake Orion
EST 1859

Village of Lake Orion
21 E. Church Street Lake
Orion, Michigan 48362 Tel
248.693.8391 Fax
248.693.5874
www.lakeorion.org

REQUIRED DOCUMENTS FOR A SPECIAL EVENT PERMIT AND EVENT APPROVAL PROCEDURE

The following lists all documents required for a complete submittal of a Special Event Permit application.

Special Events Permit
To initiate the special event application process, event organizers must complete and sign a Special Events Permit Form. The application must include a brief description and purpose of the event, the dates and times of the event, including setup and clean-up dates, and a complete listing of contact information for the event organizer. The contact person listed will serve as the emergency contact for the event. The contact person listed must be present at the event. If not, another emergency contact person must be named.

Event Map
The application form must be accompanied by an event map. The map must clearly show the location(s) for each activity during the event.

Hold Harmless Agreement
A Hold Harmless Agreement is included with the application form and must be completed, signed, and returned as part of the application package. The Hold Harmless Agreement form must include TWO witness names and signatures in addition to the applicant's name and signature.

Insurance Certificate
All sponsors of special events shall carry general liability insurance with coverage for bodily injury, death and property damage of at least $1,000,000 per occurrence, and $1,000,000 aggregate. In addition, an event sponsor shall be required to provide a valid certificate of insurance naming the Village of Lake Orion as an additionally insured must be included in the application package. The insurance certificate policy must include the date(s) of the specified event, including set up and tear down, and the Village's address, listed as:

Village of Lake Orion
21 E. Church St.
Lake Orion MI 48362

Based on the nature of the event the applicant may be required to provide additional insurance.

License Agreement (if applicable)
A License Agreement approved by Village Council is required for all events.

Temporary Sign Application (If applicable)

Special events that will be erecting temporary signage before or during the event must complete a Sign Permit Application. Sign regulations including exempt signage as well as temporary sign regulations are listed in Chapter 155 of the Village of Lake Orion Code of Ordinances found on the Village of Lake Orion Website at www.lakeorion.org. The permit application can be found here on the Village's website. Signage may have separate fees associated with it.

Request to Use Village Equipment (If applicable)

Special events that will require street closures or the use of other Village equipment must complete a Request to Use Village Equipment Form.

Pre-Application Meeting

Prior to submitting your Event Application Form, you will be required to set up a meeting with the Village Administration including representatives from the DPW, Fire Department, and Police Department to review your event. Please contact the Village Offices at (248) 693-8391 extension 105 or at events@lakeorion.org to set up an appointment.

EVENT APPROVAL PROCESS

Village Administration Internal Review

Complete Application package should be submitted in person or mailed to Village Hall located at 21 E. Church St. or via electronic mail to the Village Office at events@lakeorion.org. Event applications shall be submitted 120 days in advance of your event date. Event review will not move forward until such time as all required documents for the event have been submitted.

Upon receiving complete application packages, the Village administration will begin their review. The Police Chief, Director of DPW, Orion Township Fire Marshall, and Orion Township Building Official (as needed), DDA Executive Director and Events Committee Members will be notified of the event and asked to review the application package. The applicant will be notified of any additional items required for approval.

Village Council Approval

All events as require Village Council approval prior to the start of the event. The Village Council meets twice a month, typically on the second and fourth Mondays of each month. The applicant will be notified when their application will be placed on the Village Council agenda. The Village Council may approve, approve with conditions, deny, or table the special event request.

Preparation for Event

Upon approval, the applicant will be required to work with applicable Village departments to ensure the success of their event. For example, this may require working with the Police Department for requested road closures and public safety measures.

Village of Lake Orion
EST 1859

Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

EVENT PERMIT APPLICATION

**** ATTN: APPLICATION NEEDS TO BE TURNED IN 120 DAYS PRIOR TO EVENT****

Date of Application:	3/18/2025		**Date Application Fee Paid:**

Sponsoring Organization's Legal Name: Lake Orion Downtown Development Authority	
Phone 248-693-9742	**Fax**
Email office@downtownlakeorion.org	**Website** downtownlakeorion.org
Sponsoring Organization's Agent Name: Emily Dziegielewski	
Phone	**Fax**
Email	**Website**
Event Name: Outdoor Movie Nights; Date Night Movie Night July 18th; Teen Movie Night August 15th; Kid's Movie Night September 19th	
Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary) Outdoor movie screen, projector and speakers set up in Children's Park. Concessions available for purchase. possible food trucks in the parking lot.	
Date/Hours of Event: 7/18/25 9:00pm-11:00pm 8/15/25 8:30-10:30pm 9/19/25 7:30-9:30pm	
Date/Hours of Set-up and Tear Down: On above dates: 1 hour before set up and tear down 1 hour after	
Event Location and Boundaries	

Village of Lake Orion
EST 1859

Event Location and Boundaries

Gazebo, lawn and playscape

Include an Event Map which clearly shows the locations for each activity during the event, including but noy limited to the following:

- **Tent locations**
- **Parking / loading areas**
- **Food / drink stations**
- **Streets and parking lots to be closed**
- **Walk / run routes**
- **Anticipated staffing**
- **Loading locations**
- **Porta john locations and number**
- **Trash/dumpster**
- **Event staff parking**

Event will be near the Paint Creek Trail Head. A Banner will be along ~~M24~~. autozone

There is no anticipated event parking or street parking that needs to be closed.

Will street closures and/or Parking Lot closures be necessary: ( ) Yes (X) No
If yes, describe, including: date and time of closures, setup schedule and take down schedule, and time you will need the parking lot for deliveries.

Coordinating with Another Event: YES NO X	**If Yes, Event Name**
Event Name/Details:	

Event Information

Type of Event *(See definitions attached to information page)*
( ) Village Operated (X) DDA ( ) Individual ( ) Co-Sponsored ( ) Group

Indicate Status
(X) Non-Profit* ( ) Not-for-Profit ( ) For-Profit

If the event is sponsored by a Non-Profit please provide proof of non-profit status.

Village of Lake Orion
EST 1859

Annual Event: Is this event expected to occur next year? (X) **Yes** ( ) **No**
If Yes, you can reserve a date for next year with this application. To reserve dates for consideration for next year please provide the next year's specific dates. Event Application Form will need to be filled out for each year's event.

7/17/26, 8/14/26, 9/18/26 Fridays

Is this event a Fund raiser? ( ) **Yes** (X) **No**
If YES, indicate beneficiary information:

Is this the first time the event is being held in the Village of Lake Orion? ( ) **Yes** (X) **No**
Describe:

Was this event previously held outside the Village of Lake Orion? ( ) **Yes** (X) **No**
Describe:

Total estimated attendance each day

300 people

What parking arrangements will be necessary to accommodate attendance?
Describe:

Use of lots P5, P9, P8, P3, P2, P1, S1, S2, S3, S5 and street parking

NOTE: For events over 100 people, you must submit a parking plan.

How will trash be handled?
Describe:

Regular use of on site trash cans

Village of Lake Orion
EST 1859

Is amplification of music or speakers planned or anticipated? (x) **Yes** ( ) **No**
If yes, describe, including the dates and times and the maximum limit and amplification:

Speakers facing south towards crowd/seating tiers in accordance to village guidelines

Will tents be used: (X) **Yes** ( ) **No**
If yes, indicate number of tents, use of each, location and size:

info booths
sponsor booths

Portable restrooms: (X) **Yes** ( ) **No**
If yes, number of portable restrooms and location:

1 handicap porta-johns located by horseshoe

Will alcoholic beverages be served: ( ) **Yes** (X) **No**
If yes, describe:

Is liquor license issued by the State of Michigan? ( ) **Yes** ( ) **No?**
If yes, whose name is the license issued to:

Copy of License must be submitted to the Village within 15 days of the Event.

Will food and beverages be sold: (X) **Yes** ( ) **No**
If yes, describe:

Popcorn by DDA & Possible food trucks

All food vendors must be approved by the Oakland County Health Departments. No permit is necessary where only pre-packaged, ready-to-eat type foods are sold from a concession stand or booth.

Will merchandise be sold: (X) **Yes** ( ) **No**
If yes, describe:

DDA branded items

Village of Lake Orion
EST 1859

WILL THE EVENT REQUIRE THE USE OF ANY OF THE FOLLOWING MUNICIPAL EQUIPMENT?

Electrical Connections: (X) Yes ( ) No
If yes, describe:

Water: ( ) Yes (X) No
If yes, describe:

Barricades and/or Traffic cones: ( ) Yes (X) No
If yes, complete "REQUEST TO USE VILLAGE EQUIPMENT FORM":

Do you have need of emergency fire equipment, such as ambulance? ( ) Yes (X) No
If yes, describe:

Other Village services: ( ) Yes (X) No
If yes, describe:

EVENT SIGNS

Will this event include the use of signs? (X) Yes ( ) No
If yes, complete the "TEMPORARY SIGN PERMIT APPLICATION".

Village of Lake Orion
EST 1859

CERTIFICATIONS AND SIGNATURES

I understand and agree on behalf of the sponsoring event the following must be provided 30 days prior to the event:

A. A Certificate of Insurance in the amount of $1,000,000 liability insurance and $1,000,000 aggregate insurance must be provided which names the Village of Lake Orion as an additionally insured party on the policy. (See Insurance Certificate on "Required Documents for a Special Permit Sheet".)

B. Event sponsors are required to sign a Hold Harmless Agreement form.

C. Event sponsor is required to contact the Orion Township Fire Department at least one week prior to the event to set up a time for inspections prior to the event.

D. All food vendors must be approved by the Oakland County Health Department.

E. The approval of this Special Event may include additional requirements/and or limitations, based on the Village's review of this application.

F. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the Village and will promptly pay any billing for Village services which may be rendered.

G. If the event is serving alcohol, a copy of the Liquor License issued by the State of Michigan shall be provided to the Village prior to the event.

H. The Event contact persons list complete with cell phone numbers and email addresses shall be provided to the Village at least one week prior to the event.

I. Advertising of the event is not recommended prior to approval of the Event Permit. Advertising of the event prior to the approval of the permit does not guarantee the event will be approved as advertised. Advertisement must include note that the advertisement is pending Village Approval.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this special Event Permit, affirm the above understandings and agree that my sponsoring organization will comply with the Village Special Event Policy, the terms of the Written Confirmation of approval and all other Village requirements, ordinance and other laws which apply to this Special Event.

3/18/25
Date

Emily Dziegielewski
Signature of Sponsoring Organization's Agent

Emily Dziegielewski
Print Name


Orion Township Fire Station 1
Orion Art Center
S Anderson St
S Anderson St
EV Connect Charging Station
Orion Public Parking Lot
Children's Park
Paint Creek
Google
Front St
20 Front Street
Wine Social
Valentino's Italian Grill
Italian • $$
S Broadway St
S Broadway St
S Broadway St
54
130
136
199
165
331

Village of Lake Orion
EST 1859

Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

HOLD HARMLESS AGREEMENT

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

Outdoor Movie Nights — **Activity/Event**

7/18/25, 8/15/25, 9/19/25 — **Dates and Time**

Children's Park and Lawn for seating — **General Description of Location**

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

Emily Dziegielewski — **Applicant/Property Owner/Contractor Signature****

Janet L. Bloom — **Witness One Signature *****

Emily Dziegielewski — **Applicant/Property Owner/Contractor Printed Name**

Janet Bloom — **Witness One Printed Name**

3/18/25 — **Date**

Witness Two Signature ***

LYNSEY BLOUGH — **Witness Two Printed Name**

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

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

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

Village of Lake Orion
21 E. Church Street
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Fax 248.693.5874
www.lakeorion.org

SIGN PERMIT APPLICATION

PROPERTY INFORMATION

Sign Site Address: ~~M24~~ & Children's Park 201 S Broadway Parcel ID #: _____

barnesby weave ED

Name of Business at Sign Location: Lake Orion DDA Zoning District: _____

OWNER INFORMATION

Property Owner Name: Village of Lake Orion Address: 21 E Church St

Property Owner Phone #: 248-693-9742 E-Mail: _____

APPLICANT INFORMATION *(If applicant is NOT property owner)*

Applicant Name: Lake Orion DDA Address: 118 N Broadway

Applicant Phone #: 248-693-9742 E-Mail: office@downtownlakeorion.org

Applicant is: *(i.e. contractor or business owner or architect, etc.)* DDA

TYPE AND QUANTITY OF SIGN(S)

Please indicate the quantity of each type of sign proposed.

Permanent Sign(s): _____Wall _____Projecting _____Ground Sign _____Awning _____Other

Temporary Sign(s): X Banner _____Community Event _____Class 1 (Adjustable Type) _____Class 2 (A-Frame)

Temporary Display Dates: From June 30th To Sept 20th

Name of Event: Outdoor Movie Nights Date of Event: 7/18/25, 8/15/25, 9/19/25

ADDITIONAL INFORMATION AND REQUIREMENTS

1) Location Map: *A map identifying the location of all requested signs on the property or building must be provided or the application WILL NOT be reviewed.*

2) Sign Sketch Plan: *A scaled plan or drawing identifying the size and elements of all requested sign(s) on the property or building must be provided or the application WILL NOT be reviewed.*

3) Orion Township Building Permit: *An Orion Township building permit application must be included in order to erect any permanent signs.*

I hereby agree to erect and remove (if applicable) signage exactly as approved on this application:

Signature of Property Owner: _____ **Date:** _____

Signature of Applicant (or Contractor): Emily Dziegielewski **Date:** 3/18/2025

TO BE COMPLETED BY VILLAGE STAFF - Date Received: Fee: Receipt #:

Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

LOCATION MAP

A location map must include the following information:

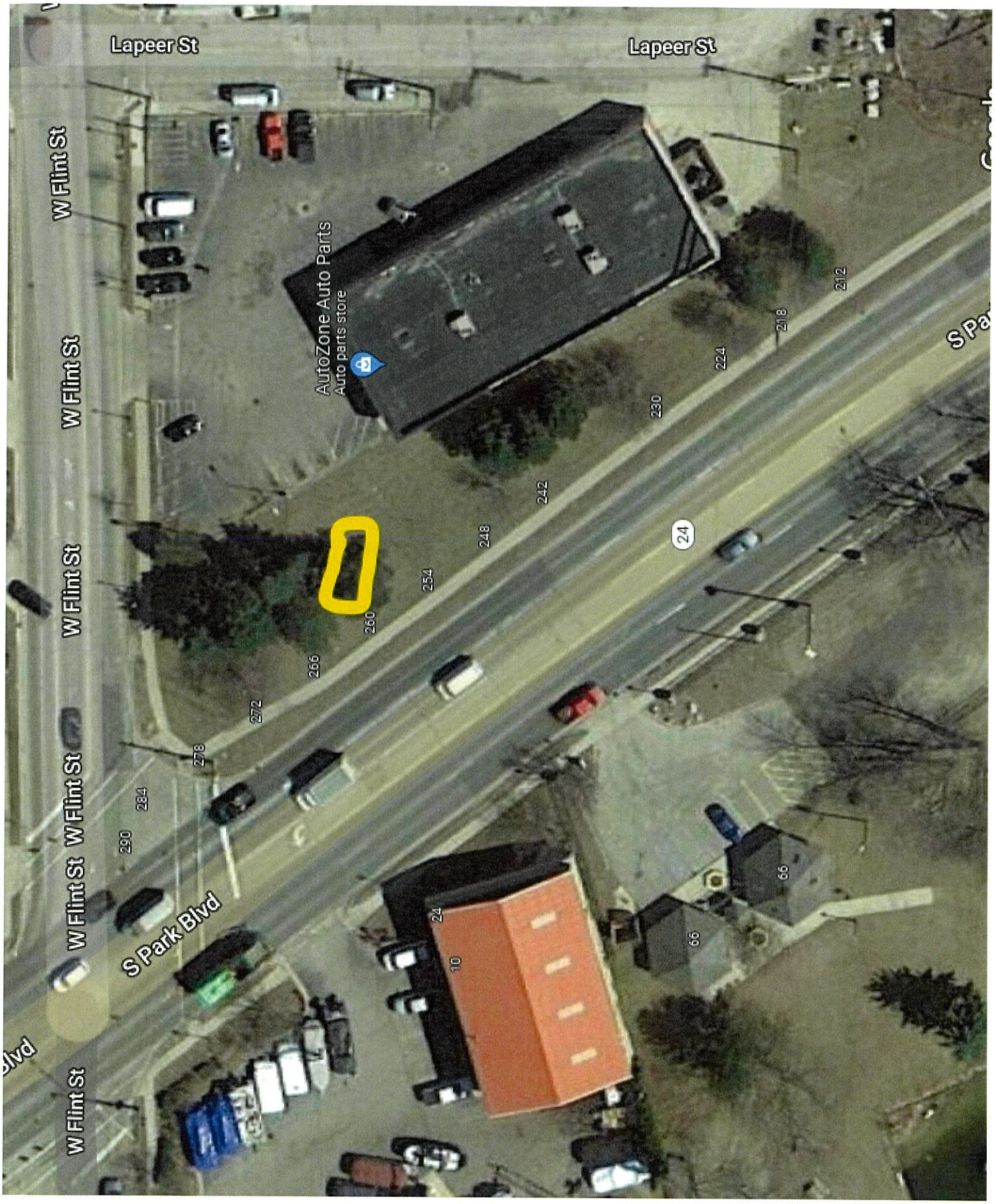
- All property lines, buildings, fences, parking lots, driveways and adjacent streets.
- The location of all existing signs.
- The location of all proposed signs.

SIGN SKETCH PLAN

A sign sketch plan must include the following information:

- All sign dimensions.
- Wording of the sign.
- Building Signs: Must show length and width of building façade from grade and include roofline.
- Draw length, width, depth, and height of sign on building façade. Include all existing and proposed signage.
- Please note if any existing signage is to be removed.
- Any proposed internal or external lighting.
- Type of material sign is constructed from.

ALL APPLICATIONS MUST BE IN COMPLIANCE WITH THE STANDARDS OF THE VILLAGE SIGN ORDINANCE, CHAPTER 155, AS AMENDED.


Lapeer St
Lapeer St
W Flint St
W Flint St
W Flint St
W Flint St
W Flint St
W Flint St
S Park Blvd
AutoZone Auto Parts
Auto parts store
24
10
66
66
24
212
218
224
230
242
248
254
260
266
272
278
284
290

Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362
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REQUEST TO USE OF VILLAGE EQUIPMENT

APPLICANT INFORMATION

Applicant Name: Emily Dziegielewski Business Name: Lake Orion DDA

Address: 118 N Broadway City, State, Zip: Lake Orion, MI, 48362

Applicant Phone #: 248 -693-9742 Applicant E-Mail: office@downtownlakeorion.org

EVENT / PROJECT DESCRIPTION

Describe Use/Project Activity: LOLive! Concert Series at Gazebo

Use of Equipment Begins – Day: July 9, 16, 23, 30 + Aug 6, 13, 20, 27 Time: Setup @ 5pm

Use of Equipment Ends – Day: July 9, 16, 23, 30 + Aug 6, 13, 20, 27 Time: Tear down at 8pm

EQUIPMENT TO BE USED Please describe in detail below

✓ Barricades ____ Temporary closure signage ____ Trash cans ✓ Other

Use of Gazebo electrical outlets,
Barricades to block 1-2 party stalls for loading (see map)

I, the undersigned, understand that the Village Hold Harmless Agreement must be completed and must accompany this application. I understand I will be liable for damaged or missed property at actual cost plus 20% for administrative costs.

Signature of Applicant: [signature] **Date:** 5/8/25

***** To Be Completed by Village Administration *****

Issued:

Date / Time: _____ **Received by:** _____

By VLO Staff:: _____ **Signature:** _____

Returned:

Date / Time: _____ **Received by:** _____

By VLO Staff:: _____ **Signature:** _____

EQUIPMENT USAGE PROVISIONS

In an effort to minimize loss of equipment or to avoid subjecting people or agencies to potential accusations, the Village is requiring all equipment such as barricades, cones, or fire hydrants to be signed out prior to usage (effective March 15, 1999).

For street and parking lot closures:

The Lake Orion Police Department and Department of Public Works will review the application and decide if the proper equipment (barricades/cones/etc.) was requested and will make changes to the application as necessary.

Use of fire hydrants:

Fire hydrant reducers/hose spigot will be installed on the proper hydrant by the Department of Public Works. The hydrant will be turned on upon installation. In no case shall the hydrant be tampered with. The DPW reserves the right to place a meter on all spigots to monitor water use and bill usage accordingly in the Village sees fit.

General guidelines:

- Equipment will be delivered on site by the Department of Public Works. Locations and site map will be provided by the Police Department in the case of street/parking lot closures. The PD will be in charge of properly closing street and parking lots on the day of the event.
- The applicant will sign a release accepting responsibility for the property at the time of application.
- When the event or activity is complete, the Department of Public Works will pick up the equipment and give a proper accounting to Village Administration at which time the DPW will sign the release form indicating the date and time the property was returned. The applicant may request a copy of the completed release form for their records.
- All equipment will be picked up and returned to inventory by the Department of Public Works on the first business day following the event.
- The applicant will be responsible for any damaged or missing property and will be invoiced for same with payment due upon receipt of invoice.

Village of Lake Orion
EST 1859

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TEMPORARY USE OF VILLAGE RIGHT-OF-WAY
(PROPERTY, STREETS AND SIDEWALKS)

APPLICANT INFORMATION

Applicant Name: Emily Dziegielewski **Business Name:** Lake Orion Downtown Development Authority

Applicant Phone #: 248-693-9742 **Address:** 118 N. Broadway St

Applicant E-Mail: office@downtownlakeorion.org **City, State, Zip:** Lake Orion, MI 48362

TYPE OF TEMPORARY USE

Property/Right-of-way will be used for: ____ **Building Maintenance** X **Business Sale/Event** ____ **Utility Installation**

Briefly Describe Use/Project Activity: Outdoor Movie Nights

RIGHT-OF-WAY (ROW) TO BE USED

Site Address: (*Property adjacent to street/sidewalk/ROW*) Children's Park Gazebo and Lawn for seating

Temporary Use of Right-of-Way Begins – Day: 7/18/25, 8/15/25, 9/19/25 **Time:** an hour before set up on respective dates

Temporary Use of Right-of-Way Ends – Day: 7/18/25, 8/15/25, 9/19/25 **Time:** an hour after tear down on respective dates

ADDITIONAL REQUIRED INFORMATION

Please place your initials next to the items in the applicable column to acknowledge that all items are included with your application.

Required for Special Event Applications	Required for General Obstruction of Public ROW Only
ED Anticipated Attendance	____ Sketch of Project Area
ED Event Map	____ Hold Harmless Agreement
ED Hold Harmless Agreement	____ Barrier Plan/ Safe Route Plan
____ License Agreement (if applicable - to be approved by Village Council)	**Additional Items for Excavation / Construction on Public Property**
ED Parking Plan	____ Application Fee
ED Sign Application (if applicable)	____ Insurance Certificate
____ Insurance Certificate	____ Copy of License
____ Approvals from all applicable outside agencies	____ $1,000 Escrow Deposit
	____ Construction Detail
	____ Soil Erosion Sedimentation Control

I, the undersigned, understand that the Village Hold Harmless Agreement must be completed and must accompany this application. I understand I will be liable for damage done to any street or sidewalk and that I must fully cooperate with all Village departments. Failure to cooperate may lead to immediate revocation of this permit by the Village of Lake Orion.

Signature of Applicant: Emily Dziegielewski **Date:** 3/18/25

***** To Be Completed by Village Administration *****

APPROVAL / COMMENTS BY

Police Chief: _____ **Date:** 4/30/25

Special Events: Condition of approval is that the applicant must make arrangements for barricades and detour signs at least one week prior to event. When Flint Street is closed, temporary STOP signs must be installed on both eastbound and westbound Shadbolt at Anderson Street and any other locations that the Police Chief deems necessary.

Fire Chief: _____ **Date:** _____

DPW Director: _____ **Date:** 4-28-25

Village Council: _____ **Date:** _____

OR

Village Manager: _____ **Date:** _____

Conditions of Approval: _____

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

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

May 7, 2025

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

RE: Live Gazebo Concert Series

Lake Orion Village Council,

It is the recommendation of the Orion Township Fire Department that the event, Lake Orion Live Gazebo Concert Series 2025, be approved with the following condition.

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

John Pender

John Pender, Assistant Fire Chief
Orion Township Fire Department

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC: Approval of Special Event – Outdoor Movie Nights

BACKGROUND BRIEF:

The Outdoor Movie Nights, submitted by Emily Dziegielewski, on behalf of the Lake Orion Downtown Development Authority, is scheduled to take place on the third Friday of July, August, and September at the Children's Park.

- July 18, 2025 (9:00 PM – 11:00 PM) – *Date Night*
- August 15, 2025 (8:30 PM – 10:30 PM) – *Teen Night*
- September 19, 2025 (7:30 PM – 9:30 PM) – *Kid's Night*

Setup will begin one hour before each scheduled movie time, and teardown will conclude approximately one hour after the event ends.

The annual event is expected to draw approximately 300 attendees per night.

RECOMMENDED MOTION:

To adopt Resolution No. 2025-014, approving the Outdoor Movie Nights Special Event Application and the License Agreement between the Village of Lake Orion and Emily Dziegielewski of the Lake Orion Downtown Development Authority for the use of the Children's Park on:

- July 18, 2025, from 9:00 PM to 11:00 PM
- August 15, 2025, from 8:30PM to 10:30PM
- September 19, 2025, from 7:30 PM to 9:30 PM

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 2025-014

A RESOLUTION APPROVING THE EVENTS PERMIT APPLICATION FOR OUTDOOR MOVIE NIGHTS AND TO APPROVE THE LICENSE AGREEMENT

VOTING YEA:
VOTING NAY:
MOTION:

RESOLVED: To approve the Special Event Permit Application submitted by Emily Dziegielewski on behalf of Lake Orion Downtown Development Authority, for the Outdoor Movie Nights scheduled to take place on the third Friday of July, August, and September, at Children's Park, as outlined in the application.

Event Details:

- July 18, 2025 (9:00 PM – 11:00 PM) – Date Night
- August 15, 2025 (8:30 PM – 10:30 PM) – Teen Night
- September 19, 2025 (7:30 PM – 9:30 PM) – Kid's Night

FURTHER RESOLVED: To approve the License Agreement between the Village of Lake Orion and Lake Orion Downtown Development Authority, Emily Dziegielewski/Janet Bloom - and to authorize the Village President and Village Clerk to execute the Agreement on behalf of the Village.

FURTHER RESOLVED: To approve the Right-of-Way Permit Application, as submitted.

FURTHER RESOLVED: To approve the Sign Permit Application, as submitted.

FURTHER RESOLVED: This approval is conditioned on the following:

Administrative Requirements

1. The cellular telephone numbers of event staff and on-scene managers must be provided to the Police Department within twenty-four (24) hours of the event.

DPW Requirements

1. The use of Village orange cones will be based on availability.
2. DPW will not supply extension cords or cord covers.
3. As always, Village properties will be properly maintained before the event begins and after the event ends.

Fire Department Requirements

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

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, MAY 27, 2025.

Sonja Stout
Village of Lake Orion Clerk/Treasurer

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 2025-002 adopted by the Village of Lake Orion Village Council at its regular meeting held on the 27th day of May 2025.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan this 27th day of May 2025.

Sonja Stout
Village of Lake Orion Clerk/Treasurer

DATED: May 28, 2025

Movie Nights

Village of Lake Orion
EST 1859

Village of Lake Orion
21 E. Church Street Lake
Orion, Michigan 48362 Tel
248.693.8391 Fax
248.693.5874
www.lakeorion.org

REQUIRED DOCUMENTS FOR A SPECIAL EVENT PERMIT AND EVENT APPROVAL PROCEDURE

The following lists all documents required for a complete submittal of a Special Event Permit application.

Special Events Permit

To initiate the special event application process, event organizers must complete and sign a Special Events Permit Form. The application must include a brief description and purpose of the event, the dates and times of the event, including setup and clean-up dates, and a complete listing of contact information for the event organizer. The contact person listed will serve as the emergency contact for the event. The contact person listed must be present at the event. If not, another emergency contact person must be named.

Event Map

The application form must be accompanied by an event map. The map must clearly show the location(s) for each activity during the event.

Hold Harmless Agreement

A Hold Harmless Agreement is included with the application form and must be completed, signed, and returned as part of the application package. The Hold Harmless Agreement form must include TWO witness names and signatures in addition to the applicant's name and signature.

Insurance Certificate

All sponsors of special events shall carry general liability insurance with coverage for bodily injury, death and property damage of at least $1,000,000 per occurrence, and $1,000,000 aggregate. In addition, an event sponsor shall be required to provide a valid certificate of insurance naming the Village of Lake Orion as an additionally insured must be included in the application package. The insurance certificate policy must include the date(s) of the specified event, including set up and tear down, and the Village's address, listed as:

Village of Lake Orion
21 E. Church St.
Lake Orion MI 48362

Based on the nature of the event the applicant may be required to provide additional insurance.

License Agreement (if applicable)

A License Agreement approved by Village Council is required for all events.

Temporary Sign Application (If applicable)

Special events that will be erecting temporary signage before or during the event must complete a Sign Permit Application. Sign regulations including exempt signage as well as temporary sign regulations are listed in Chapter 155 of the Village of Lake Orion Code of Ordinances found on the Village of Lake Orion Website at www.lakeorion.org. The permit application can be found here on the Village's website. Signage may have separate fees associated with it.

Request to Use Village Equipment (If applicable)

Special events that will require street closures or the use of other Village equipment must complete a Request to Use Village Equipment Form.

Pre-Application Meeting

Prior to submitting your Event Application Form, you will be required to set up a meeting with the Village Administration including representatives from the DPW, Fire Department, and Police Department to review your event. Please contact the Village Offices at (248) 693-8391 extension 105 or at events@lakeorion.org to set up an appointment.

EVENT APPROVAL PROCESS

Village Administration Internal Review

Complete Application package should be submitted in person or mailed to Village Hall located at 21 E. Church St. or via electronic mail to the Village Office at events@lakeorion.org. Event applications shall be submitted 120 days in advance of your event date. Event review will not move forward until such time as all required documents for the event have been submitted.

Upon receiving complete application packages, the Village administration will begin their review. The Police Chief, Director of DPW, Orion Township Fire Marshall, and Orion Township Building Official (as needed), DDA Executive Director and Events Committee Members will be notified of the event and asked to review the application package. The applicant will be notified of any additional items required for approval.

Village Council Approval

All events as require Village Council approval prior to the start of the event. The Village Council meets twice a month, typically on the second and fourth Mondays of each month. The applicant will be notified when their application will be placed on the Village Council agenda. The Village Council may approve, approve with conditions, deny, or table the special event request.

Preparation for Event

Upon approval, the applicant will be required to work with applicable Village departments to ensure the success of their event. For example, this may require working with the Police Department for requested road closures and public safety measures.

Village of Lake Orion
EST 1859

Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

EVENT PERMIT APPLICATION

**** ATTN: APPLICATION NEEDS TO BE TURNED IN 120 DAYS PRIOR TO EVENT****

Date of Application: 3/18/2025		Date Application Fee Paid:

Sponsoring Organization's Legal Name: Lake Orion Downtown Development Authority	
Phone 248-693-9742	**Fax**
Email office@downtownlakeorion.org	**Website** downtownlakeorion.org
Sponsoring Organization's Agent Name: Emily Dziegielewski	
Phone	**Fax**
Email	**Website**
Event Name: Outdoor Movie Nights; Date Night Movie Night July 18th; Teen Movie Night August 15th; Kid's Movie Night September 19th	
Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary) Outdoor movie screen, projector and speakers set up in Children's Park. Concessions available for purchase. possible food trucks in the parking lot.	
Date/Hours of Event: 7/18/25 9:00pm-11:00pm 8/15/25 8:30-10:30pm 9/19/25 7:30-9:30pm	
Date/Hours of Set-up and Tear Down: On above dates: 1 hour before set up and tear down 1 hour after	
Event Location and Boundaries	

Village of Lake Orion
EST 1859

Event Location and Boundaries

Gazebo, lawn and playscape

Include an Event Map which clearly shows the locations for each activity during the event, including but noy limited to the following:

- **Tent locations**
- **Parking / loading areas**
- **Food / drink stations**
- **Streets and parking lots to be closed**
- **Walk / run routes**
- **Anticipated staffing**
- **Loading locations**
- **Porta john locations and number**
- **Trash/dumpster**
- **Event staff parking**

Event will be near the Paint Creek Trail Head. A Banner will be along ~~M24~~. autozone

There is no anticipated event parking or street parking that needs to be closed.

Will street closures and/or Parking Lot closures be necessary: ( ) Yes (X) No
If yes, describe, including: date and time of closures, setup schedule and take down schedule, and time you will need the parking lot for deliveries.

Coordinating with Another Event: YES NO X	**If Yes, Event Name**
Event Name/Details:	

Event Information

Type of Event *(See definitions attached to information page)*
( ) Village Operated (X) DDA ( ) Individual ( ) Co-Sponsored ( ) Group

Indicate Status
(X) Non-Profit* ( ) Not-for-Profit ( ) For-Profit

If the event is sponsored by a Non-Profit please provide proof of non-profit status.

Village of Lake Orion
EST 1859

Annual Event: Is this event expected to occur next year? (X) Yes ( ) No
If Yes, you can reserve a date for next year with this application. To reserve dates for consideration for next year please provide the next year's specific dates. Event Application Form will need to be filled out for each year's event.

7/17/26, 8/14/26, 9/18/26 Fridays

Is this event a Fund raiser? ( ) Yes (X) No
If YES, indicate beneficiary information:

Is this the first time the event is being held in the Village of Lake Orion? ( ) Yes (X) No
Describe:

Was this event previously held outside the Village of Lake Orion? ( ) Yes (X) No
Describe:

Total estimated attendance each day

300 people

What parking arrangements will be necessary to accommodate attendance?
Describe:

Use of lots P5, P9, P8, P3, P2, P1, S1, S2, S3, S5 and street parking

NOTE: For events over 100 people, you must submit a parking plan.

How will trash be handled?
Describe:

Regular use of on site trash cans

Village of Lake Orion
EST 1859

Is amplification of music or speakers planned or anticipated? (x) **Yes** ( ) **No**
If yes, describe, including the dates and times and the maximum limit and amplification:

Speakers facing south towards crowd/seating tiers in accordance to village guidelines

Will tents be used: (X) **Yes** ( ) **No**
If yes, indicate number of tents, use of each, location and size:

info booths
sponsor booths

Portable restrooms: (X) **Yes** ( ) **No**
If yes, number of portable restrooms and location:

1 handicap porta-johns located by horseshoe

Will alcoholic beverages be served: ( ) **Yes** (X) **No**
If yes, describe:

Is liquor license issued by the State of Michigan? ( ) **Yes** ( ) **No?**
If yes, whose name is the license issued to:

Copy of License must be submitted to the Village within 15 days of the Event.

Will food and beverages be sold: (X) **Yes** ( ) **No**
If yes, describe:

Popcorn by DDA & Possible food trucks

All food vendors must be approved by the Oakland County Health Departments. No permit is necessary where only pre-packaged, ready-to-eat type foods are sold from a concession stand or booth.

Will merchandise be sold: (X) **Yes** ( ) **No**
If yes, describe:

DDA branded items

Village of Lake Orion
EST 1859

WILL THE EVENT REQUIRE THE USE OF ANY OF THE FOLLOWING MUNICIPAL EQUIPMENT?

Electrical Connections: (X) Yes ( ) No
If yes, describe:

Water: ( ) Yes (X) No
If yes, describe:

Barricades and/or Traffic cones: ( ) Yes (X) No
If yes, complete **"REQUEST TO USE VILLAGE EQUIPMENT FORM":**

Do you have need of emergency fire equipment, such as ambulance? ( ) Yes (X) No
If yes, describe:

Other Village services: ( ) Yes (X) No
If yes, describe:

EVENT SIGNS

Will this event include the use of signs? (X) Yes ( ) No
If yes, complete the "TEMPORARY SIGN PERMIT APPLICATION".

Village of Lake Orion
EST 1859

CERTIFICATIONS AND SIGNATURES

I understand and agree on behalf of the sponsoring event the following must be provided 30 days prior to the event:

A. **A Certificate of Insurance in the amount of $1,000,000 liability insurance and $1,000,000 aggregate insurance must be provided which names the Village of Lake Orion as an additionally insured party on the policy. (See Insurance Certificate on "Required Documents for a Special Permit Sheet".)**

B. **Event sponsors are required to sign a Hold Harmless Agreement form.**

C. **Event sponsor is required to contact the Orion Township Fire Department at least one week prior to the event to set up a time for inspections prior to the event.**

D. **All food vendors must be approved by the Oakland County Health Department.**

E. **The approval of this Special Event may include additional requirements/and or limitations, based on the Village's review of this application.**

F. **The sponsoring organization will provide a security deposit for the estimated fees as may be required by the Village and will promptly pay any billing for Village services which may be rendered.**

G. **If the event is serving alcohol, a copy of the Liquor License issued by the State of Michigan shall be provided to the Village prior to the event.**

H. **The Event contact persons list complete with cell phone numbers and email addresses shall be provided to the Village at least one week prior to the event.**

I. **Advertising of the event is not recommended prior to approval of the Event Permit. Advertising of the event prior to the approval of the permit does not guarantee the event will be approved as advertised. Advertisement must include note that the advertisement is pending Village Approval.**

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this special Event Permit, affirm the above understandings and agree that my sponsoring organization will comply with the Village Special Event Policy, the terms of the Written Confirmation of approval and all other Village requirements, ordinance and other laws which apply to this Special Event.

3/18/25
Date

Emily Dziegielewski
Signature of Sponsoring Organization's Agent

Emily Dziegielewski
Print Name


S Anderson St
S Anderson St
Orion Township Fire Station 1
Orion Art Center
EV Connect Charging Station
Orion Public Parking Lot
Children's Park
Paint Creek
Google
Front St
20 Front Street
Wine Social
Valentino's Italian Grill
Italian • $$
S Broadway St
S Broadway St
S Broadway St
130
136
199
165
331

Village of Lake Orion
EST 1859

Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

HOLD HARMLESS AGREEMENT

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

Outdoor Movie Nights — **Activity/Event**

7/18/25, 8/15/25, 9/19/25 — **Dates and Time**

Children's Park and Lawn for seating — **General Description of Location**

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

Emily Dziegielewski — **Applicant/Property Owner/Contractor Signature****

Janet L. Bloom — **Witness One Signature *****

Emily Dziegielewski — **Applicant/Property Owner/Contractor Printed Name**

Janet Bloom — **Witness One Printed Name**

3/18/25 — **Date**

Witness Two Signature ***

LYNSEY BLOUGH — **Witness Two Printed Name**

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

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

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

Village of Lake Orion
21 E. Church Street
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SIGN PERMIT APPLICATION

PROPERTY INFORMATION

Sign Site Address: ~~M24~~ & Children's Park 201 S Broadway Parcel ID #: _____

Name of Business at Sign Location: barnesby weave Lake Orion DDA Zoning District: _____

OWNER INFORMATION

Property Owner Name: Village of Lake Orion Address: 21 E Church St

Property Owner Phone #: 248-693-9742 E-Mail: _____

APPLICANT INFORMATION *(If applicant is NOT property owner)*

Applicant Name: Lake Orion DDA Address: 118 N Broadway

Applicant Phone #: 248-693-9742 E-Mail: office@downtownlakeorion.org

Applicant is: *(i.e. contractor or business owner or architect, etc.)* DDA

TYPE AND QUANTITY OF SIGN(S)

Please indicate the quantity of each type of sign proposed.

Permanent Sign(s): _____Wall _____Projecting _____Ground Sign _____Awning _____Other

Temporary Sign(s): X Banner _____Community Event _____Class 1 (Adjustable Type) _____Class 2 (A-Frame)

Temporary Display Dates: From June 30th To Sept 20th

Name of Event: Outdoor Movie Nights Date of Event: 7/18/25, 8/15/25, 9/19/25

ADDITIONAL INFORMATION AND REQUIREMENTS

1) Location Map: *A map identifying the location of all requested signs on the property or building must be provided or the application WILL NOT be reviewed.*

2) Sign Sketch Plan: *A scaled plan or drawing identifying the size and elements of all requested sign(s) on the property or building must be provided or the application WILL NOT be reviewed.*

3) Orion Township Building Permit: *An Orion Township building permit application must be included in order to erect any permanent signs.*

I hereby agree to erect and remove (if applicable) signage exactly as approved on this application:

Signature of Property Owner: _____ **Date:** _____

Signature of Applicant (or Contractor): Emily Dziegielewski **Date:** 3/18/2025

TO BE COMPLETED BY VILLAGE STAFF - Date Received: Fee: Receipt #:

Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362
Tel 248.693.8391
Fax 248.693.5874
www.lakeorion.org

LOCATION MAP

A location map must include the following information:

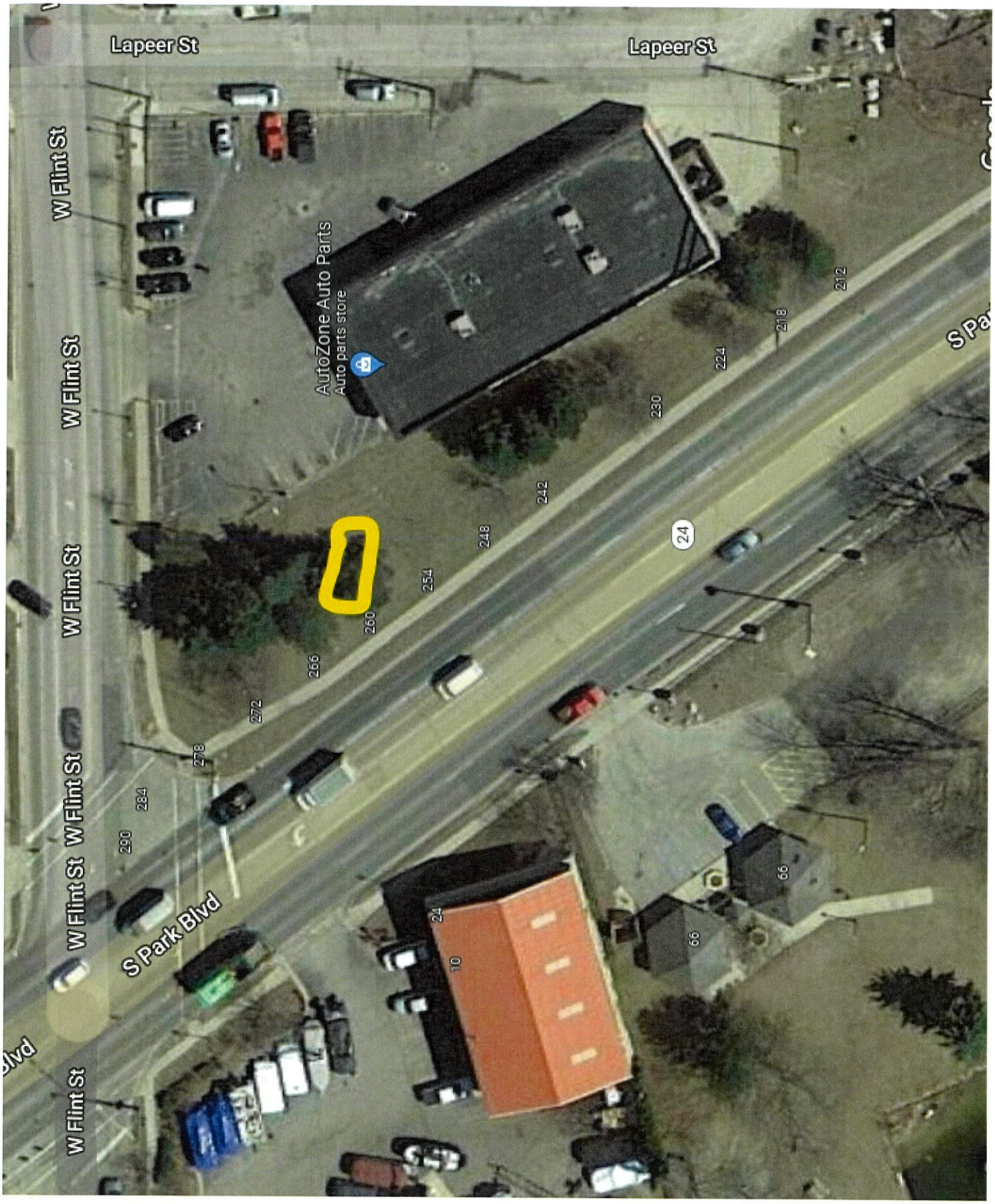
- All property lines, buildings, fences, parking lots, driveways and adjacent streets.
- The location of all existing signs.
- The location of all proposed signs.

SIGN SKETCH PLAN

A sign sketch plan must include the following information:

- All sign dimensions.
- Wording of the sign.
- Building Signs: Must show length and width of building façade from grade and include roofline.
- Draw length, width, depth, and height of sign on building façade. Include all existing and proposed signage.
- Please note if any existing signage is to be removed.
- Any proposed internal or external lighting.
- Type of material sign is constructed from.

ALL APPLICATIONS MUST BE IN COMPLIANCE WITH THE STANDARDS OF THE VILLAGE SIGN ORDINANCE, CHAPTER 155, AS AMENDED.


Lapeer St
Lapeer St
W Flint St
W Flint St
W Flint St
W Flint St
W Flint St
W Flint St
S Park Blvd
AutoZone Auto Parts
Auto parts store
24
10
66
66
24
230
224
218
212
242
248
254
260
266
272
278
284
290

Village of Lake Orion
21 E. Church Street
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REQUEST TO USE OF VILLAGE EQUIPMENT

APPLICANT INFORMATION

Applicant Name: Emily Dziegielewski Business Name: Lake Orion DDA

Address: 118 N Broadway City, State, Zip: Lake Orion, MI, 48362

Applicant Phone #: 248 -693-9742 Applicant E-Mail: office@downtownlakeorion.org

EVENT / PROJECT DESCRIPTION

Describe Use/Project Activity: Movie Nights @ children's park

Use of Equipment Begins – Day: 7/18, 8/15, 9/19 Time: 8p; 7:30pm; 6:30p on dates listed

Use of Equipment Ends – Day: 7/18, 8/15, 9/19 Time: 12a; 11:30p; 10:30p on dates listed

EQUIPMENT TO BE USED Please describe in detail below

____ Barricades ____ Temporary closure signage ____ Trash cans X Other

electrical usage, blocking off a couple spots for bringing in the screen, a few spots blocked off for us as well (just cones)

I, the undersigned, understand that the Village Hold Harmless Agreement must be completed and must accompany this application. I understand I will be liable for damaged or missed property at actual cost plus 20% for administrative costs.

Signature of Applicant: Emily Dziegielewski **Date:** 5/7/2025

***** To Be Completed by Village Administration *****

Issued:

Date / Time: _____ **Received by:** _____

By VLO Staff:: _____ **Signature:** _____

Returned:

Date / Time: _____ **Received by:** _____

By VLO Staff:: _____ **Signature:** _____

EQUIPMENT USAGE PROVISIONS

In an effort to minimize loss of equipment or to avoid subjecting people or agencies to potential accusations, the Village is requiring all equipment such as barricades, cones, or fire hydrants to be signed out prior to usage (effective March 15, 1999).

For street and parking lot closures:

The Lake Orion Police Department and Department of Public Works will review the application and decide if the proper equipment (barricades/cones/etc.) was requested and will make changes to the application as necessary.

Use of fire hydrants:

Fire hydrant reducers/hose spigot will be installed on the proper hydrant by the Department of Public Works. The hydrant will be turned on upon installation. In no case shall the hydrant be tampered with. The DPW reserves the right to place a meter on all spigots to monitor water use and bill usage accordingly in the Village sees fit.

General guidelines:

- Equipment will be delivered on site by the Department of Public Works. Locations and site map will be provided by the Police Department in the case of street/parking lot closures. The PD will be in charge of properly closing street and parking lots on the day of the event.
- The applicant will sign a release accepting responsibility for the property at the time of application.
- When the event or activity is complete, the Department of Public Works will pick up the equipment and give a proper accounting to Village Administration at which time the DPW will sign the release form indicating the date and time the property was returned. The applicant may request a copy of the completed release form for their records.
- All equipment will be picked up and returned to inventory by the Department of Public Works on the first business day following the event.
- The applicant will be responsible for any damaged or missing property and will be invoiced for same with payment due upon receipt of invoice.

Village of Lake Orion
EST 1859

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TEMPORARY USE OF VILLAGE RIGHT-OF-WAY
(PROPERTY, STREETS AND SIDEWALKS)

APPLICANT INFORMATION

Applicant Name: Emily Dziegielewski **Business Name:** Lake Orion Downtown Development Authority

Applicant Phone #: 248-693-9742 **Address:** 118 N. Broadway St

Applicant E-Mail: office@downtownlakeorion.org **City, State, Zip:** Lake Orion, MI 48362

TYPE OF TEMPORARY USE

Property/Right-of-way will be used for: ____ **Building Maintenance** X **Business Sale/Event** ____ **Utility Installation**

Briefly Describe Use/Project Activity: Outdoor Movie Nights

RIGHT-OF-WAY (ROW) TO BE USED

Site Address: (*Property adjacent to street/sidewalk/ROW*) Children's Park Gazebo and Lawn for seating

Temporary Use of Right-of-Way Begins – Day: 7/18/25, 8/15/25, 9/19/25 **Time:** an hour before set up on respective dates

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ADDITIONAL REQUIRED INFORMATION

Please place your initials next to the items in the applicable column to acknowledge that all items are included with your application.

Required for Special Event Applications	Required for General Obstruction of Public ROW Only
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ED Event Map	____ Hold Harmless Agreement
ED Hold Harmless Agreement	____ Barrier Plan/ Safe Route Plan
____ License Agreement (if applicable - to be approved by Village Council)	**Additional Items for Excavation / Construction on Public Property**
ED Parking Plan	____ Application Fee
ED Sign Application (if applicable)	____ Insurance Certificate
____ Insurance Certificate	____ Copy of License
____ Approvals from all applicable outside agencies	____ $1,000 Escrow Deposit
	____ Construction Detail
	____ Soil Erosion Sedimentation Control

I, the undersigned, understand that the Village Hold Harmless Agreement must be completed and must accompany this application. I understand I will be liable for damage done to any street or sidewalk and that I must fully cooperate with all Village departments. Failure to cooperate may lead to immediate revocation of this permit by the Village of Lake Orion.

Signature of Applicant: Emily Dziegielewski **Date:** 3/18/25

***** To Be Completed by Village Administration *****

APPROVAL / COMMENTS BY

Police Chief: _____ **Date:** 4/30/25

Special Events: Condition of approval is that the applicant must make arrangements for barricades and detour signs at least one week prior to event. When Flint Street is closed, temporary STOP signs must be installed on both eastbound and westbound Shadbolt at Anderson Street and any other locations that the Police Chief deems necessary.

Fire Chief: _____ **Date:** _____

DPW Director: _____ **Date:** 4-28-25

Village Council: _____ **Date:** _____

OR

Village Manager: _____ **Date:** _____

Conditions of Approval: _____

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

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

May 7, 2025

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

RE: Outdoor Movie Nights

Lake Orion Village Council,

It is the recommendation of the Orion Township Fire Department that the event, Outdoor Movie Nights 2025, be approved with the following condition.

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

John Pender

John Pender, Assistant Fire Chief
Orion Township Fire Department

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC Approve the Michigan Uniform Video Service Local Franchise Agreement Renewal

BACKGROUND BRIEF:

On May 14, 2025, the Village Clerk/Treasurer received the Michigan Uniform Video Service Local Franchise agreement via USPS. This is an agreement that needs to be signed in accordance with Public Act 480 of 2006. Public Act 480 of 2006 is the Uniform Video Services Local Franchise Act.

SUMMARY OF PREVIOUS COUNCIL ACTION: Village Council approved the last Michigan Uniform Video Service Local Franchise agreement on June 22, 2015 with the PEG fee equaling 2% and the Franchise Entity fee equaling 5%.

RECOMMENDED MOTION: To approve the Michigan Uniform Video Service Local Franchise agreement and allow the Village President to execute the agreement with a PEG fee to equal 2% and Franchise Entity fee to equal 5%.

COMCAST

Sent via UPS

May 13, 2025

Ms. Sonja Stout, Clerk
Village of Lake Orion
21 East Church Street
Lake Orion, MI 48362-3212

Re: Michigan Uniform Video Service Local Franchise Agreement Renewal

Dear Ms. Stout:

In accordance with the instructions set forth by the Michigan Public Service Commission in its provision of the Uniform Video Service Local Franchise Agreement, and with provisions set forth in Section 3(7) of Public Act 480 of 2006, enclosed please find two completed Renewal Uniform Video Service Local Franchise Agreements along with the necessary Attachment 1's thereto filed on behalf of Comcast Cable Communications Management, LLC. *Kindly return one executed copy of the Agreement to me in the self-addressed envelope.*

You will find several flags attached to the document indicating where the Franchising Entity is required to supply information. Please note that on page 9 of the UVSLFA in the box entitled, "Franchise Agreement (Franchising Entity to Complete), the "Date submitted" is the date the Franchising Entity receives the Agreement from Comcast and the "Date completed and approved" is when the Franchising Entity signs the Agreement.

If you have any questions, please contact me directly at 248-924-4917 or Matt Kelley, Director, Government Affairs, at 317-771-2104.

Sincerely,

Eric M. Woody

Eric Woody
Manager, External Affairs
Comcast, Heartland Region
41112 Concept Dr.
Plymouth, MI 48170

Enclosure

INSTRUCTIONS FOR
UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT

Pursuant to 2006 Public Act 480, MCL 484.3301 *et seq*, any Video Service Provider seeking to provide video service in one or more service areas in the state of Michigan after January 30, 2007, shall file an application for a Uniform Video Service Local Franchise Agreement with the Local Unit of Government ("Franchising Entity") that the Provider wishes to service. Pursuant to Section 2(2) of 2006 PA 480, "Except as otherwise provided by this Act, a person shall not provide video services in any local unit of government without first obtaining a uniform video service local franchise as provided under Section 3." Procedures applicable to incumbent video service providers are set forth below.

As of the effective date (January 1, 2007) of the Act, no existing franchise agreement with a Franchising Entity shall be renewed or extended upon the expiration date of the agreement. The incumbent video Provider, at its option, may continue to provide video services to the Franchising Entity by electing to do one of the following:

1. Terminate the existing franchise agreement before the expiration date of the agreement and enter into a new franchise under a uniform video service local franchise agreement.

2. Continue under the existing franchise agreement amended to include only those provisions required under a uniform video service local franchise.

3. Continue to operate under the terms of an expired franchise until a uniform video service local franchise agreement takes effect. An incumbent video Provider with an expired franchise on the effective date has 120 days after the effective date of the Act to file for a uniform video service local franchise agreement.

On the effective date (January 1, 2007) of the Act, any provisions of an existing Franchise that are inconsistent with or in addition to the provisions of a uniform video service local Franchise Agreement are unreasonable and unenforceable by the Franchising Entity.

If, at a subsequent date, the Provider would like to provide video service to an additional Local Unit of Government, the Provider must file an additional application with that Local Unit of Government.

The forms shall meet the following requirements:

- The Provider must complete both the "Uniform Video Service Local Franchise Agreement" and "Attachment 1 - Uniform Video Service Local Franchise Agreement" forms if they are seeking a new/renewed Franchise Agreement, and send the forms by mail (certified, registered, first-class, return receipt requested, or by a nationally recognized overnight delivery service) to the appropriate Franchising Entity. Until otherwise officially notified by the Franchising Entity, the forms shall be sent to the Clerk or any official with the responsibilities or functions of the Clerk in the Franchising Entity. **"Attachment 2 - Uniform Video Service Local Franchise Agreement" is not required to be filed at this time *unless* it is being used regarding amendments, terminations, or transfers pertaining to an existing Uniform Video Service Local Franchise Agreement. (Refer to Sections X to XII of the Agreement, as well as Section 3(4-6) of the Act.)**

- Pursuant to Section 11 of the Act: Except under the terms of a mandatory protective order, trade secrets and commercial or financial information designated as such and submitted under the Act to the Franchising Entity or Commission are exempt from the Freedom of Information Act, 1976 PA 442, MCL 15.231 to 15.246 and MUST BE KEPT CONFIDENTIAL.

    1. The Provider may specify which items of information should be deemed "confidential." It is the responsibility of the provider to clearly identify and segregate any confidential information submitted to the franchising entity with the following information:

        "[insert PROVIDER'S NAME]
        [CONFIDENTIAL INFORMATION]"

    2. The Franchising Entity receiving the information so designated as confidential is required (a) to protect such information from public disclosure, (b) exempt such information from any response to a

FOIA request, and (c) make the information available only to and for use only by such as are necessary to approve the franchise agreement or perform any other task for which the information is submitted.

3. Any Franchising Entity which disputes whether certain information submitted to it by a provider is entitled to confidential treatment under the Act may apply to the Commission for resolution of such a dispute. Unless and until the Commission determines that part or all of the information is not entitled to confidential treatment under the Act, the Franchising Entity shall keep the information confidential.

- Responses to all questions must be provided and must be amended appropriately when changes occur.
- All responses must be printed out, typed, signed/dated (where appropriate), and mailed (certified, registered, first class, return receipt requested, or by a national recognized overnight delivery service) to the appropriate party.
- The Agreement and Attachments are templates. Tab through the documents and fill in as appropriate, use the appropriate "dropdown box" (City/Village/Township) when indicated.
- For sections that need explanation, if the Provider runs out of space, the Provider should then submit the application with typed attachments that are clearly identified.
- The Franchising Entity shall notify the Provider as to whether the submitted Franchise Agreement is complete as required by this Act within 15 business days after the date that the Franchise Agreement is filed. If the Franchise Agreement is not complete, the Franchising Entity shall state in its notice the reasons the franchise agreement is incomplete. The Franchising Entity cannot declare an application to be incomplete because it may dispute whether or not the applicant has properly classified certain material as "confidential."
- A Franchising Entity shall have 30 days after the submission date of a complete Franchise Agreement to approve the agreement. If the Franchising Entity does not notify the Provider regarding the completeness of the Franchise Agreement or approve the Franchise Agreement within the time periods required under this subsection, the franchise agreement shall be considered complete and the Franchise Agreement approved. The Provider shall notify both the Franchising Entity and the Michigan Public Service Commission of such an approved and completed Agreement by completing **Attachment 3 - Uniform Video Service Local Franchise Agreement**.
- For changes to an existing Uniform Video Service Local Franchise Agreement (amendments, transfers, or terminations), the Provider must complete the "**Attachment 2 - Uniform Video Service Local Franchising Entity**" form, and send the form to the appropriate Franchising Entity.
- For information that is to be submitted to the Michigan Public Service Commission, please use the following address:

  Michigan Public Service Commission
  Attn: Video Franchising
  6545 Mercantile Way
  P.O. Box 30221
  Lansing, MI 48909

  Fax: (517) 284-8200

Questions should be directed to the Telecommunications Division, Michigan Public Service Commission at (517) 284-8190.

UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT

THIS UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT ("Agreement") is made, pursuant to 2006 PA 480, MCL 484.3301 *et seq*, (the "Act") by and between the Village of Lake Orion, a Michigan municipal corporation (the "Franchising Entity"), and Comcast Cable Communications Management, LLC, a Delaware Limited Liability Company doing business as Comcast.

I. Definitions

For purposes of this Agreement, the following terms shall have the following meanings as defined in the Act:

- **A.** "Cable Operator" means that terms as defined in 47 USC 522(5).
- **B.** "Cable Service" means that terms as defined in 47 USC 522(6).
- **C.** "Cable System" means that term as defined in 47 USC 522(7).
- **D.** "Commission" means the Michigan Public Service Commission.
- **E.** "Franchising Entity" means the local unit of government in which a provider offers video services through a franchise.
- **F.** "FCC" means the Federal Communications Commission.
- **G.** "Gross Revenue" means that term as described in Section 6(4) of the Act and in Section VI(D) of the Agreement.
- **H.** "Household" means a house, an apartment, a mobile home, or any other structure or part of a structure intended for residential occupancy as separate living quarters.
- **I.** "Incumbent video provider" means a cable operator serving cable subscribers or a telecommunication provider providing video services through the provider's existing telephone exchange boundaries in a particular franchise area within a local unit of government on the effective date of this act.
- **J.** "IPTV" means internet protocol television.
- **K.** "Local unit of government" means a city, village, or township.
- **L.** "Low-income household" means a household with an average annual household income of less than $35,000.00 as determined by the most recent decennial census.
- **M.** "METRO Act" means the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48, MCL 484.3101 *et seq*.
- **N.** "Open video system" or "OVS" means that term as defined in 47 USC 573.
- **O.** "Person" means an individual, corporation, association, partnership, governmental entity, or any other legal entity.
- **P.** "Public rights-of-way" means the area on, below, or above a public roadway, highway, street, public sidewalk, alley, waterway, or utility easements dedicated for compatible uses.
- **Q.** "Term" means the period of time provided for in Section V of this Agreement.
- **R.** "Uniform video service local franchise agreement" or "franchise agreement" means the franchise agreement required under the Act to be the operating agreement between each franchising entity and video provider in this state.
- **S.** "Video programming" means that term as defined in 47 USC 522(20).
- **T.** "Video service" means video programming, cable services, IPTV, or OVS provided through facilities located at least in part in the public rights-of-way without regard to delivery technology, including internet protocol technology. This definition does not include any video programming provided by a commercial mobile service provider defined in 47 USC 332(d) or provided solely as part of, and via, a service that enables users to access content, information, electronic mail, or other services offered over the public internet.
- **U.** "Video service provider" or "Provider" means a person authorized under the Act to provide video service.
- **V.** "Video service provider fee" means the amount paid by a video service provider or incumbent video provider under Section 6 of the Act and Section VI of this Agreement.

II. Requirements of the Provider

A. An unfranchised Provider will not provide video services in any local unit of government without first obtaining a uniform video service local franchise agreement as provided under **Section 3 of the Act** (except as otherwise provided by the Act).

B. The Provider shall file in a timely manner with the Federal Communications Commission all forms required by that agency in advance of offering video service in Michigan.

C. The Provider agrees to comply with all valid and enforceable federal and state statutes and regulations.

D. The Provider agrees to comply with all valid and enforceable local regulations regarding the use and occupation of public rights-of-way in the delivery of the video service, including the police powers of the Franchising Entity.

E. The Provider shall comply with all Federal Communications Commission requirements involving the distribution and notification of federal, state, and local emergency messages over the emergency alert system applicable to cable operators.

F. The Provider shall comply with the public, education, and government programming requirements of Section 4 of the Act.

G. The Provider shall comply with all customer service rules of the Federal Communications Commission under 47 CFR 76.309 (c) applicable to cable operators and applicable provisions of the Michigan Consumer Protection Act, 1976 PA 331, MCL 445.901 to 445.922.

i. Including but not limited to: MCL 445.902; MCL 445.903 (1)(a) through 445.903(1)(cc); MCL 445.903(1)(ff) through (jj); MCL 445.903(2); MCL 445.905; MCL 445.906; MCL 445.907; MCL 445.908; MCL 445.910; MCL 445.911; MCL 445.914; MCL 445.915; MCL 445.916; MCL 445.918.

H. The Provider agrees to comply with in-home wiring and consumer premises wiring rules of the Federal Communications Commission applicable to cable operators.

I. The Provider shall comply with the Consumer Privacy Requirements of 47 USC 551 applicable to cable operators.

J. If the Provider is an incumbent video provider, it shall comply with the terms which provide insurance for right-of-way related activities that are contained in its last cable franchise or consent agreement from the Franchising Entity entered before the effective date of the Act.

K. The Provider agrees that before offering video services within the boundaries of a local unit of government, the video Provider shall enter into a Franchise Agreement with the local unit of government as required by the Act.

L. The Provider understands that as the effective date of the Act, no existing Franchise Agreement with a Franchising Entity shall be renewed or extended upon the expiration date of the Agreement.

M. The Provider provides an exact description of the video service area footprint to be served, pursuant to **Section 2(3)(e) of the Act**. If the Provider is not an incumbent video Provider, the date on which the Provider expects to provide video services in the area identified under **Section 2(3)(e) of the Act** must be noted. The Provider will provide this information in Attachment 1 - Uniform Video Service Local Franchise Agreement.

N. The Provider is required to pay the Provider fees pursuant to **Section 6 of the Act**.

III. Provider Providing Access

A. The Provider shall not deny access to service to any group of potential residential subscribers because of the race or income of the residents in the local area in which the group resides.

B. It is a defense to an alleged violation of Paragraph A if the Provider has met either of the following conditions:

i. Within 3 years of the date it began providing video service under the Act and the Agreement; at least 25% of households with access to the Provider's video service are low-income households.

ii. Within 5 years of the date it began providing video service under the Act and Agreement and from that point forward, at least 30% of the households with access to the Provider's video service are low-income households.

C. [**If the Provider is using telecommunication facilities**] to provide video services and has more than 1,000,000 telecommunication access lines in Michigan, the Provider shall provide access to its video service to a number of households equal to at least 25% of the households in the provider's telecommunication

service area in Michigan within 3 years of the date it began providing video service under this Agreement and to a number not less than 50% of these households within 6 years. **The video service Provider is not required to meet the 50% requirement in this paragraph until 2 years after at least 30% of the households with access to the Provider's video service subscribe to the service for 6 consecutive months.**

D. The Provider may apply to the Franchising Entity, and in the case of paragraph C, the Commission, for a waiver of or for an extension of time to meet the requirements of this section if 1 or more of the following apply:
   i. The inability to obtain access to public and private rights-of-way under reasonable terms and conditions.
   ii. Developments or buildings not being subject to competition because of existing exclusive service arrangements.
   iii. Developments or buildings being inaccessible using reasonable technical solutions under commercial reasonable terms and conditions.
   iv. Natural disasters
   v. Factors beyond the control of the Provider

E. The Franchising Entity or Commission may grant the waiver or extension only if the Provider has made substantial and continuous effort to meet the requirements of this section. If an extension is granted, the Franchising Entity or Commission shall establish a new compliance deadline. If a waiver is granted, the Franchising Entity or Commission shall specify the requirement or requirements waived.

F. The Provider shall file an annual report with the Franchising Entity and the Commission regarding the progress that has been made toward compliance with paragraphs B and C.

G. Except for satellite service, the provider may satisfy the requirements of this paragraph and Section 9 of the Act through the use of alternative technology that offers service, functionality, and content, which is demonstrably similar to that provided through the provider's video service system and may include a technology that does not require the use of any public right-of-way. The technology utilized to comply with the requirements of this section shall include local public, education, and government channels and messages over the emergency alert system as required under Paragraph II(E) of this Agreement.

IV. Responsibility of the Franchising Entity

A. The Franchising Entity hereby grants authority to the Provider to provide Video Service in the Video Service area footprint, as described in this Agreement and Attachments, as well as the Act.

B. The Franchising Entity hereby grants authority to the Provider to use and occupy the Public Rights-of-way in the delivery of Video Service, subject to the laws of the state of Michigan and the police powers of the Franchising Entity.

C. The Franchising Entity shall notify the Provider as to whether the submitted Franchise Agreement is complete as required by the Act within 15 business days after the date that the Franchise Agreement is filed. If the Franchise Agreement is not complete, the Franchising Entity shall state in its notice the reasons the Franchise Agreement is incomplete. The Franchising Entity cannot declare an application to be incomplete because it may dispute whether or not the applicant has properly classified certain material as "confidential."

D. The Franchising Entity shall have 30 days after the submission date of a complete Franchise Agreement to approve the agreement. If the Franchising Entity does not notify the Provider regarding the completeness of the Franchise Agreement or approve the Franchise Agreement within the time periods required under **Section 3(3) of the Act**, the Franchise Agreement shall be considered complete and the Franchise Agreement approved.
   i. If time has expired for the Franchising Entity to notify the Provider, The Provider shall send (via mail: certified or registered, or by fax) notice to the Franchising Entity and the Commission, using Attachment 3 of this Agreement.

E. The Franchising Entity shall allow a Provider to install, construct, and maintain a video service or communications network within a public right-of-way and shall provide the provider with open, comparable, nondiscriminatory, and competitively neutral access to the public right-of-way.

F. The Franchising Entity may not discriminate against a video service provider to provide video service for any of the following:
   i. The authorization or placement of a video service or communications network in public right-of-way.
   ii. Access to a building owned by a governmental entity.
   iii. A municipal utility pole attachment.

G. The Franchising Entity may impose on a Provider a permit fee only to the extent it imposes such a fee on incumbent video providers, and any fee shall not exceed the actual, direct costs incurred by the Franchising Entity for issuing the relevant permit. A fee under this section shall not be levied if the Provider already has paid a permit fee of any kind in connection with the same activity that would otherwise be covered by the

permit fee under this section or is otherwise authorized by law or contract to place the facilities Provider in the public right-of-way or for general revenue purposes.

H. The Franchising Entity shall not require the provider to obtain any other franchise, assess any other fee or charge, or impose any other franchise requirement than is allowed under the Act and this Agreement. For purposes of this Agreement, a franchise requirement includes but is not limited to, a provision regulating rates charged by video service providers, requiring the video service providers to satisfy any build-out requirements, or a requirement for the deployment of any facilities or equipment.

I. Notwithstanding any other provision of the Act, the Provider shall not be required to comply with, and the Franchising Entity may not impose or enforce, any mandatory build-out or deployment provisions, schedules, or requirements except as required by **Section 9 of the Act**.

J. The Franchising Entity is subject to the penalties provided for under Section 14 of the Act.

V. Term

A. This Franchise Agreement shall be for a period of 10 years from the date it is issued. The date it is issued shall be calculated either by **(a)** the date the Franchising Entity approved the Agreement, provided it did so within 30 days after the submission of a complete franchise agreement, or **(b)** the date the Agreement is deemed approved pursuant to **Section 3(3) of the Act**, if the Franchising Entity either fails to notify the Provider regarding the completeness of the Agreement or approve the Agreement within the time periods required under that subsection.

B. Before the expiration of the initial Franchise Agreement or any subsequent renewals, the Provider may apply for an additional 10-year renewal under **Section 3(7) of the Act.**

VI. Fees

A. A video service Provider shall calculate and pay an annual video service provider fee to the Franchising Entity. The fee shall be 1 of the following:

i. If there is an existing Franchise Agreement, an amount equal to the percentage of gross revenue paid to the Franchising Entity by the incumbent video Provider with the largest number of subscribers in the Franchising Entity.

ii. At the expiration of an existing Franchise Agreement or if there is no existing Franchise Agreement, an amount equal to the percentage of gross revenue as established by the Franchising Entity of _____% (percentage amount to be inserted by Franchising Entity which shall not exceed 5%) and shall be applicable to all providers

B. The fee shall be due on a quarterly basis and paid within 45 days after the close of the quarter. Each payment shall include a statement explaining the basis for the calculation of the fee.

C. The Franchising Entity shall not demand any additional fees or charges from a provider and shall not demand the use of any other calculation method other than allowed under the Act.

D. For purposes of this Section, "gross revenues" means all consideration of any kind or nature, including, without limitation, cash, credits, property, and in-kind contributions received by the provider from subscribers for the provision of video service by the video service provider within the jurisdiction of the franchising entity.

1. **Gross revenues shall include all of the following:**
   i. All charges and fees paid by subscribers for the provision of video service, including equipment rental, late fees, insufficient funds fees, fees attributable to video service when sold individually or as part of a package or bundle, or functionally integrated, with services other than video service.
   ii. Any franchise fee imposed on the Provider that is passed on to subscribers.
   iii. Compensation received by the Provider for promotion or exhibition of any products or services over the video service.
   iv. Revenue received by the Provider as compensation for carriage of video programming on that Provider's video service.
   v. All revenue derived from compensation arrangements for advertising to the local franchise area.
   vi. Any advertising commissions paid to an affiliated third party for video service advertising.

2. **Gross revenues do not include any of the following:**
   i. Any revenue not actually received, even if billed, such as bad debt net of any recoveries of bad debt.
   ii. Refunds, rebates, credits, or discounts to subscribers or a municipality to the extent not already offset by subdivision (D)(i) and to the extent the refund, rebate, credit, or discount is attributable to the video service.
   iii. Any revenues received by the Provider or its affiliates from the provision of services or capabilities other than video service, including telecommunications services, information services, and services,

capabilities, and applications that may be sold as part of a package or bundle, or func integrated, with video service.

iv. Any revenues received by the Provider or its affiliates for the provision of directory or internet advertising, including yellow pages, white pages, banner advertisement, and electronic publishing.

v. Any amounts attributable to the provision of video service to customers at no charge, including the provision of such service to public institutions without charge.

vi. Any tax, fee, or assessment of general applicability imposed on the customer or the transaction by a federal, state, or local government or any other governmental entity, collected by the Provider, and required to be remitted to the taxing entity, including sales and use taxes.

vii. Any forgone revenue from the provision of video service at no charge to any person, except that any forgone revenue exchanged for trades, barters, services, or other items of value shall be included in gross revenue.

viii. Sales of capital assets or surplus equipment.

ix. Reimbursement by programmers of marketing costs actually incurred by the Provider for the introduction of new programming.

x. The sale of video service for resale to the extent the purchaser certifies in writing that it will resell the service and pay a franchise fee with respect to the service.

E. In the case of a video service that is bundled or integrated functionally with other services, capabilities, or applications, the portion of the video Provider's revenue attributable to the other services, capabilities, or applications shall be included in gross revenue unless the Provider can reasonably identify the division or exclusion of the revenue from its books and records that are kept in the regular course of business.

F. Revenue of an affiliate shall be included in the calculation of gross revenues to the extent the treatment of the revenue as revenue of the affiliate has the effect of evading the payment of franchise fees which would otherwise be paid for video service.

G. The Provider is entitled to a credit applied toward the fees due under **Section 6(1) of the Act** for all funds allocated to the Franchising Entity from annual maintenance fees paid by the provider for use of public rights-of-way, minus any property tax credit allowed under **Section 8 of the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act (METRO Act)**, 2002 PA 48, MCL 484.3108. The credits shall be applied on a monthly pro rata basis beginning in the first month of each calendar year in which the Franchising Entity receives its allocation of funds. The credit allowed under this subsection shall be calculated by multiplying the number of linear feet occupied by the Provider in the public rights-of-way of the Franchising Entity by the lesser of 5 cents or the amount assessed under the **METRO Act**. The Provider is not eligible for a credit under this section unless the provider has taken all property tax credits allowed under the **METRO Act**.

H. All determinations and computations made under this section shall be pursuant to generally accepted accounting principles.

I. Any claims by a Franchising Entity that fees have not been paid as required under **Section 6 of the Act**, and any claims for refunds or other corrections to the remittance of the Provider shall be made within 3 years from the date the compensation is remitted.

J. The Provider may identify and collect as a separate line item on the regular monthly bill of each subscriber an amount equal to the percentage established under **Section 6(1) of the Act**, applied against the amount of the subscriber's monthly bill.

K. The Franchising Entity shall not demand any additional fees or charges from a Provider and shall not demand the use of any other calculation method other than allowed under the Act.

VII. Public, Education, and Government (PEG) Channels

A. The video service Provider shall designate a sufficient amount of capacity on its network to provide for the same number of public, education, and government access channels that are in actual use on the incumbent video provider system on the **effective date of the Act** or as provided under **Section 4(14) of the Act**.

B. Any public, education, or government channel provided under this section that is not utilized by the Franchising Entity for at least 8 hours per day for 3 consecutive months may no longer be made available to the Franchising Entity and may be programmed at the Provider's discretion. At such a time as the Franchising Entity can certify a schedule for at least 8 hours of daily programming for a period of 3 consecutive months, the Provider shall restore the previously reallocated channel.

C. The Franchising Entity shall ensure that all transmissions, content, or programming to be retransmitted by a video service Provider is provided in a manner or form that is capable of being accepted and retransmitted by a Provider, without requirement for additional alteration or change in the content by the Provider, over the particular network of the Provider, which is compatible with the technology or protocol utilized by the Provider to deliver services.

D. The person producing the broadcast is solely responsible for all content provided over designa education, or government channels. The video service Provider *shall not* exercise any editorial control over any programming on any channel designed for public, education, or government use.

E. The video service Provider is not subject to any civil or criminal liability for any program carried on any channel designated for public, education, or government use.

F. If a Franchising Entity seeks to utilize capacity pursuant to **Section 4(1) of the Act** or an agreement under **Section 13 of the Act** to provide access to video programming over one or more PEG channels, the Franchising Entity shall give the Provider a written request specifying the number of channels in actual use on the incumbent video provider's system or specified in the agreement entered into under **Section 13 of the Act**. The video service Provider shall have 90 days to begin providing access as requested by the Franchising Entity. The number and designation of PEG access channels shall be set forth in an addendum to this agreement effective 90 days after the request is submitted by the Franchising Entity.

G. A PEG channel shall only be used for noncommercial purposes.

VIII. PEG Fees

A. The video service Provider shall also pay to the Franchising Entity as support for the cost of PEG access facilities and services an annual fee equal to one of the following options:

1. If there is an existing Franchise on the effective date of the Act, the fee (enter the fee amount _1.2%) paid to the Franchising Entity by the incumbent video Provider with the largest number of cable service subscribers in the Franchising Entity as determined by the existing Franchise Agreement;
2. At the expiration of the existing Franchise Agreement, the amount required under (1) above, which is ____% of gross revenues. (The amount under (1) above is not to exceed 2% of gross revenues);
3. If there is no existing Franchise Agreement, a percentage of gross revenues as established by the Franchising Entity and to be determined by a community need assessment, is _------__% of gross revenues. (The percentage that is established by the Franchising Entity is not to exceed 2% of gross revenues.); and
4. An amount agreed to by the Franchising Entity and the video service Provider.

B. The fee required by this section shall be applicable to all providers, pursuant to Section 6(9) of the Act.

C. The fee shall be due on a quarterly basis and paid within 45 days after the close of the quarter. Each payment shall include a statement explaining the basis for the calculation of the fee.

D. All determinations and computations made under this section shall be pursuant to generally accepted accounting principles.

E. Any claims by a Franchising Entity that fees have not been paid as required under **Section 6 of the Act**, and any claims for refunds or other corrections to the remittance of the Provider shall be made within 3 years from the date the compensation is remitted.

F. The Provider may identify and collect as a separate line item on the regular monthly bill of each subscriber an amount equal to the percentage established under **Section 6(8) of the Act**, applied against the amount of the subscriber's monthly bill.

G. The Franchising Entity shall not demand any additional fees or charges from a Provider and shall not demand the use of any other calculation method other than allowed under the Act.

IX. Audits

A. No more than every 24 months, a Franchising Entity may perform reasonable audits of the video service Provider's calculation of the fees paid under **Section 6 of the Act** to the Franchising Entity during the preceding 24-month period only. All records reasonably necessary for the audits shall be made available by the Provider at the location where the records are kept in the ordinary course of business. The Franchising Entity and the video service Provider shall each be responsible for their respective costs of the audit. Any additional amount due verified by the Franchising Entity shall be paid by the Provider within 30 days of the Franchising Entity's submission of invoice for the sum. If the sum exceeds 5% of the total fees which the audit determines should have been paid for the 24-month period, the Provider shall pay the Franchising Entity's reasonable costs of the audit.

B. Any claims by a Franchising Entity that fees have not been paid as required under **Section 6 of the Act**, and any claims for refunds or other corrections to the remittance of the provider shall be made within 3 years from the date the compensation is remitted.

X. Termination and Modification

This Franchise Agreement issued by a Franchising Entity may be terminated or the video service area footprint may be modified, except as provided under **Section 9 of the Act**, by the Provider by submitting notice to the Franchising Entity. The Provider will use Attachment 2, when notifying the Franchising Entity.

XI. Transferability

This Franchise Agreement issued by a Franchising Entity or an existing franchise of an incumbent video service Provider is fully transferable to any successor in interest to the Provider to which it is initially granted. A notice of transfer shall be filed with the Franchising Entity within 15 days of the completion of the transfer. The Provider will use Attachment 2, when notifying the Franchising Entity. The successor in interest will assume the rights and responsibilities of the original provider and will also be required to complete their portion of the Transfer Agreement located within Attachment 2.

XII. Change of Information

If any of the information contained in the Franchise Agreement changes, the Provider shall timely notify the Franchising Entity. The Provider will use Attachment 2, when notifying the Franchising Entity.

XIII. Confidentiality

Pursuant to Section 11 of the Act: Except under the terms of a mandatory protective order, trade secrets and commercial or financial information designated as such and submitted under the Act to the Franchising Entity or Commission are exempt from the Freedom of Information Act, 1976 PA 442, MCL 15.231 to 15.246 and MUST BE KEPT CONFIDENTIAL.

A. The Provider may specify which items of information should be deemed "confidential." It is the responsibility of the provider to clearly identify and segregate any confidential information submitted to the franchising entity with the following information:
"[insert PROVIDER'S NAME]
[CONFIDENTIAL INFORMATION]"

B. The Franchising Entity receiving the information so designated as confidential is required (a) to protect such information from public disclosure, (b) exempt such information from any response to a FOIA request, and (c) make the information available only to and for use only by such local officials as are necessary to approve the franchise agreement or perform any other task for which the information is submitted.

C. Any Franchising Entity which disputes whether certain information submitted to it by a provider is entitled to confidential treatment under the Act may apply to the Commission for resolution of such a dispute. Unless and until the Commission determines that part or all of the information is not entitled to confidential treatment under the Act, the Franchising Entity shall keep the information confidential.

XIV. Complaints/Customer Service

A. The Provider shall establish a dispute resolution process for its customers. Provider shall maintain a local or toll-free telephone number for customer service contact.

B. The Provider shall be subjected to the penalties, as described under **Section 14 of the Act**, and the Franchising Entity and Provider may be subjected to the dispute process as described in **Section 10 of the Act**.

C. Each Provider shall annually notify its customers of the dispute resolution process required under **Section 10 of the Act**. Each Provider shall include the dispute resolution process on its website.

D. Before a customer may file a complaint with the Commission under **Section 10(5) of the Act**, the customer shall first attempt to resolve the dispute through the dispute resolution process established by the Provider in **Section 10(2) of the Act**.

E. A complaint between a customer and a Provider shall be handled by the Commission pursuant to the process as described in **Section 10(5) of the Act**.

F. A complaint between a Provider and a franchising entity or between two or more Providers shall be handled by the Commission pursuant to the process described in **Section 10(6) of the Act**.

G. In connection with providing video services to the subscribers, a provider shall not do any act prohibited by Section 10(1)(a-f) of the Act. The Commission may enforce compliance to the extent that the activities are not covered by **Section 2(3)(l) in the Act**.

XV. Notices

Any notices to be given under this Franchise Agreement shall be in writing and delivered to a Party personally, by facsimile or by certified, registered, or first-class mail, with postage prepaid and return receipt requested, or by a nationally recognized overnight delivery service, addressed as follows:

If to the Franchising Entity:
(must provide street address)

Village of Lake Orion:

Attn:

Fax No.:

If to the Provider:
(must provide street address)

1.
41112 Concept Dr.
Plymouth, MI 48170
Attn: VP of Government Affairs
Fax No.: 734-892-2159

2.
2605 Circle 75 Pkwy SE
Atlanta, GA 30339
Attn: Sr. Vice President, Government Relations

3.
One Comcast Center
Philadelphia, PA 19103
Attn: Government Affairs Department

Or such other addresses or facsimile numbers as the Parties may designate by written notice from time to time.

XVI. Miscellaneous

A. Governing Law. This Franchise Agreement shall be governed by, and construed in accordance with, applicable Federal laws and laws of the State of Michigan.
B. The parties to this Franchise Agreement are subject to all valid and enforceable provisions of the Act.
C. Counterparts. This Agreement may be signed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute on and the same agreement.
D. Power to Enter. Each Party hereby warrants to the other Party that it has the requisite power and authority to enter into this Franchise Agreement and to perform according to the terms hereof.
E. The Provider and Franchising Entity are subject to the provisions of 2006 Public Act 480.

IN WITNESS WHEREOF, the Parties, by their duly authorized representatives, have executed this Franchi

Village of Lake Orion, a Michigan Municipal Corporation

By

Print Name

Title

Address

City, State, Zip

Phone

Fax

Email

Comcast Cable Communications Management, LLC a Delaware Limited Liability Company doing business as Comcast

Craig D'Agostini

By
Craig D'Agostini
Print Name
Vice President of Government and Regulatory Affairs
Title
41112 Concept Drive
Address
Plymouth, MI 48170
City, State, Zip
734 359-2240
Phone
734-892-2159
Fax
Craig_D'agostini@cable.comcast.com
Email

FRANCHISE AGREEMENT *(Franchising Entity to Complete)*

Date submitted:
Date completed and approved:

ATTACHMENT 1

UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT
(Pursuant To 2006 Public Act 480)

(Form must be typed)

Date: May 5, 2025		
Applicant's Name: Comcast Cable Communications Management, LLC		
Address 1: 41112 Concept Dr.		
Address 2		Phone: 248-233-4700
City: Plymouth	State: MI	Zip: 48170
Federal I.D. No. (FEIN): 23-2837543		

Company executive officers:

Name(s): Craig D'Agostini
Title(s): Vice President of Government and Regulatory Affairs

Person(s) authorized to represent the company before the Franchising Entity and the Commission:

Name: Eric Woody		
Title: Manager, External Affairs		
Address: 41112 Concept Dr., Plymouth, MI 48170		
Phone: (248) 924-4917	Fax:	Email: Eric_Woody@comcast.com

Name: Matt Kelley		
Title: Director, Government Affairs		
Address: 720 Taylor St., Ft. Wayne, IN 46802		
Phone: 317-771-2104	Fax:	Email: Matthew_Kelley@cable.comcast.com

Describe the video service area footprint as set forth in Section 2(3e) of the Act. (An exact description of the video service area footprint to be served, as identified by a geographic information system digital boundary meeting or exceeding national map accuracy standards.)

As an incumbent provider, Comcast, is satisfying this requirement by allowing a franchising entity to seek right-of-way related information comparable to that required by a permit under the metropolitan extension telecommunications rights-of-way oversight act, 2002 PA 48, MCL 484.3101 to 484.3120, as set forth in its last cable franchise entered before the effective date of this act.

[**Option A**: for Providers that Options B and C are not applicable, a description based on a geog information system digital boundary meeting or exceeding national map accuracy standards]

[**Option B:** for Providers with 1,000,000 or more access lines in Michigan using telecommunication facilities to provide Video Service, a description based on entire wire centers or exchanges located in the Franchising Entity]

[**Option C**: for an Incumbent Video Service Provider, it satisfies this requirement by allowing the Franchising Entity to seek right-of-way information comparable to that required by a permit under the METRO Act as set forth in its last cable franchise or consent agreement from the Franchising Entity entered into before the effective date of the Act]

Pursuant to Section 2(3)(d) of the Act, if the Provider is not an incumbent video Provider, provide the date on which the Provider expects to provide video services in the area identified under Section 2(3)(e) (the Video Service Area Footprint).

Date:

For All Applications:

Verification
(Provider)

I, Craig D'Agostini, of lawful age, and being first duly sworn, now states: As an officer of the Provider, I am authorized to do and hereby make the above commitments. I further affirm that all statements made above are true and correct to the best of my knowledge and belief.

Name and Title (printed): Craig D'Agostini, Vice President of Government & Regulatory Affairs	
Signature: Craig D'Agostini	*Date: May 9, 2025*

(Franchising Entity)

Village of Lake Orion, a Michigan municipal corporation

By

0Print Name

Title

Address

City, State, Zip

Phone

Fax

Email

Date

ATTACHMENT 1

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC: Approval of Village Council Regular Meeting Minutes of May 12, 2025

RECOMMENDED MOTION: To approve the May 12, 2025 Village Council Regular Meeting Minutes, as presented.

MINUTES

REGULAR MEETING OF THE VILLAGE COUNCIL

Monday, May 12, 2025

7:30 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The May 12, 2025 Village Council Regular meeting was called to order at 7:30 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 Carl Cyrowski
Council member Michael Lamb
Council member George Dandalides
Council member Alex Comparoni Jr

ABSENT
Council member Nancy Moshier

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

MOTION made by Council member Dandalides, Seconded by President Pro Tem Ford to excuse Council member Moshier from the May 12, 2025 Village Council Regular Meeting.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

4. Presentations

A. Kayak and Paddle Board Kiosk Proposal for Green's Park - Mike Warner and Tim Marriott

Mike Warner and Tim Marriott gave a brief overview of the solar-powered Kayak and Paddle Board Kiosk, highlighting its small footprint, proposed location at Green's Park, and the need for a five-year commitment from the Village. Council raised concerns about parking and age restrictions but ultimately expressed support for the proposal.

MOTION made by President Rutt, Seconded by Council member Comparoni Jr, to direct Village Administration to continue exploring and drafting a resolution for the Kayak & Paddle Board in cooperation with the Village attorney.

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

5. Call to the Public

Tim McMaken shared concerns regarding past challenges with Administration on a project completed last year.

Donald Kindred commented on ongoing issues involving the Police Department and recurring flooding in a parking lot he has previously mentioned.

Director Matt Gibb provided an update on the Detroit Institute of Arts (DIA) displays throughout the Village, the Lumberyard project, and expressed appreciation to the volunteers from last Saturday.

6. Approval of Agenda

MOTION made by Council member Dandalides, Seconded by Council member Comparoni Jr. to amend the May 12, 2025, Village Council Regular Meeting Agenda by moving items 14.B (Consider Attorney-Client Privileged Communication) and 15.A (Business from Closed Session- Lions Club Jubilee Event Permit Application) to follow the Public Hearing and precede Other Items, renumber them as item 10.A.

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

7. Consent Agenda

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

MOTION made by President Rutt, Seconded by Council member Lamb to approve the Consent Agenda with the removal of items G. Budget Amendment-NFE Grant Writing Assistance-TEDF Category B Grant and items H. Certification of Delinquent Utility Accounts to the 2025 Tax Roll.

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

A. Approval of Village Manager Ad Hoc Committee Minutes of April 24, 2025

MOTION made by President Rutt, Seconded by Council member Lamb to approve the April 24, 2025 Village Manager Ad Hoc Committee Minutes, as presented.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

B. Approval of Village Council Regular Meeting Minutes of April 28, 2025

MOTION made by President Rutt, Seconded by Council member Lamb to approve the April 28, 2025 Village Council Regular Meeting Minutes, as presented.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

C. Receive and File of Parks & Recreation Regular Meeting Minutes of March 11, 2025

MOTION made by President Rutt, Seconded by Council member Lamb to receive and file the March 11, 2025 Parks & Recreation Regular Meeting Minutes, as presented
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

D. Receive and File of Planning Commission Regular Meeting Minutes of April 7, 2025

MOTION made by President Rutt, Seconded by Council member Lamb to receive and file the April 7, 2025 Planning Commission Regular Meeting Minutes, as presented.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

E. Receive and File of Financial Statements for April 2025

MOTION made by President Rutt, Seconded by Council member Lamb to receive and file the financial reports for April 2025.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None

ABSENT: Moshier
MOTION: Carried

F. Receive and File of Invoice Distribution Report for May 13, 2025

MOTION made by President Rutt, Seconded by Council member Lamb to receive and file the bills in the amount of $ 218,738.53 of which $ 51,933.13 are DDA bills for a net total of $ 166,805.40 and to receive and file the DDA bills
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

G. Budget Amendment – NFE Grant Writing Assistance – TEDF Category B Grant

Removed for further discussion.

H. Certification of Delinquent Utility Accounts to the 2025 Tax Roll

Removed for further discussion.

I. Receive and File April 2025 Police Department Activity Report

MOTION made by President Rutt, Seconded by Council member Lamb to receive and file the April 2025 Police Department Activity Report.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

8. Items Removed from the Consent Agenda

G. Budget Amendment – NFE Grant Writing Assistance – TEDF Category B Grant

Council member Lamb wanted to inform the public that the Village has hired the engineers and the Village has applied for $250,000 in street funding.

MOTION made by Council member Lamb, Seconded by President Rutt to approve Budget Amendment BA-2025-203-205 to provide a supplemental appropriation in the Local Streets Fund for contractual services in the amount of $4,500.00 for NFE to prepare and submit a grant application on behalf of the Village for the State of Michigan Transportation Economic Development Fund Category B grant program for the Village's 2026 PAMP local street improvements.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

H. Certification of Delinquent Utility Accounts to the 2025 Tax Roll

Council member Lamb asked about the number of accounts potentially being submitted to the Township and emphasized the importance of Administration reviewing available hardship programs.

MOTION made by Council member Lamb, Seconded by Council member Dandalides to certify the list of delinquent utility accounts past due and authorize the Treasurer to place them on the July 1, 2025 tax bill if they are not paid prior to committing the tax roll.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

9. Public Hearings

A. FY 2025-26 Budget and Millage Rates

MOTION: made by President Rutt, seconded by Pro Tem Ford to open the public hearing on the proposed budget and millage rate.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

President Rutt opened the Public Hearing at 8:03 PM.

There were no public comments made.

MOTION: made by President Rutt, seconded by Pro Tem Ford to close the public hearing on the proposed budget and millage rate.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

President Rutt closed the Public Hearing at 8:04 PM.

MOTION made by President Rutt, Seconded by President Pro Tem Ford to adopt the FY 2025-26 General Appropriations Act resolution 2025-016 approving the FY 2025-26 Budget for the Village of Lake Orion and adopting the FY 2025-26 general operating, police operating, and Headlee override millage rates.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

Discussion ensued between council members and the Village Manager about whether or not the Council should adopt the budget without having final numbers from the DDA Executive Director.

MOTION made by President Rutt, Seconded by President Pro Tem Ford to ***WITHDRAW THE PREVOUS MOTION*** for adopting the FY 2025-26 General Appropriations Act resolution 2025-016 approving the FY 2025-26 Budget for the Village of Lake Orion and adopting the FY 2025-26 general operating, police operating, and Headlee override millage rates.

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

MOTION made by Council member Cyrowski, Seconded by Council member Dandalides to ***POSTPONE*** the adoption of FY 2025-26 General Appropriations Act resolution 2025-016 approving the FY 2025-26 Budget for the Village of Lake Orion and adopting the FY 2025-26 general operating, police operating, and Headlee override millage rates for two weeks and to be brought back at the next council meeting on May 27, 2025.

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

Council member Lamb commented that the Police millage doesn't pay for the Police department but only 40 percent of the Police and is supplemental.

10. Closed Session Items

A. Consider Attorney-Client Privileged Communication - Michigan Open Meetings Act, Public Act 267 of 1976, as amended, MCL 15.268(1)(h)

MOTION made by Council member Lamb, Seconded by President Rutt to convene into closed session pursuant to Section 8(1)(a) of the Michigan Open Meetings Act, Public Act 267 of 1976, as amended, being MCL 15.268(1)(h) for the purpose of considering Attorney-Client Privileged Communication.

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

The Village Council convened to a Closed Session at 8:13 PM.

MOTION made by President Rutt, Seconded by President Pro Tem Ford to reconvene into open session.

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

The Village Council reconvened to Open Session at 8:39 PM.

11. Business From Closed Session

A. Lions Club Jubilee Event Permit Application

MOTION made by President Pro Tem Ford, Seconded by Council member Cyrowski to approve the 2025 Lions Club Jubilee Event Permit Application with the following conditions: to increase the insurance liability amount to 5 million, and to sign a hold harmless agreement. This approval is with the configuration that was presented to council on May 12, 2025.

VOTING YEA: Rutt, Ford, Cyrowski, Comparoni Jr
VOTING NAY: Lamb, Dandalides
ABSENT: Moshier
MOTION: Carried

Council expressed general support for the Lions Club Jubilee event; however, Council Members Dandalides and Lamb voiced concerns and did not offer their support due to safety-related issues. Discussion also included the potential for relocating the event in future years to address those concerns. Fire Chief Allen was present to answer questions and provided an overview of the Fire Department's process for reviewing and approving special events.

Several residents spoke in support of the Lions Club Jubilee, noting the additional time and effort contributed by volunteers to help make the event possible.

12. Other Items

A. Approval of DDA Proposed FY 2025-26 Budget

MOTION made by Council Member Lamb, seconded by Council Member Dandalides, to return the proposed budget to the Downtown Development Authority (DDA) Board with the following considerations:

1. Request that the DDA approve reimbursing the Village Administration for the funds previously requested.
2. Include in the DDA's budget both existing and proposed fund balances.
3. Present the budget in the same BSA software format used by the Village.
4. Reflect in the budget the agreed-upon allocations as outlined in the 75/25 cost-sharing plan.
5. Request that the DDA meet with the Village Council prior to the next Council meeting to confirm the following:
    - Administrative cost amounts,
    - Police Department cost amounts (if any), and
    - Department of Public Works (DPW) cost amounts (if any).

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

Council engaged in a discussion with Downtown Development Authority (DDA) Director Gibb regarding the proposed DDA budget and noted several discrepancies. Multiple Council Members expressed concerns about moving forward with approval without finalized figures and

formal approval from the DDA Board. There was general disapproval among Council regarding the lack of complete and confirmed budget information.

MOTION made by Council Member Lamb, seconded by Council Member Dandalides, to ***AMEND*** the previous motion to include the following additional consideration:

- Request that the DDA and Council committee review the General Activities line item in the amount of $36,842 in committee this week to determine if there is room for an agreement.

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

B. Confirmation of Special Assessment Roll – Sidewalk Improvement Program (SWIP) 2025 District #1

MOTION made by Council member Lamb, Seconded by President Rutt to adopt the resolution (2025-016) determining to proceed with the 2025 Sidewalk Improvement Program District #1 Project to be defrayed by special assessment; correcting and confirming the special assessment roll therefor; and directing the placement of the special assessments on the Village of Lake Orion tax roll for collection.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

C. Award of Contract – SWIP 2025 District #! Project

MOTION made by President Rutt, Seconded by President Pro Tem Ford to award the contract for the 2025 Village of Lake Orion Sidewalk Improvement Program (SWIP) District #1 project to responsive and responsible low bidder Santos Cement 1, Inc., of Lincoln Park, Michigan, in the total base bid amount of $17,607.00 and authorize the Village Manager to execute all necessary documents relating to this contract award.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

D. Resolution of Support for Submission of Transportation Economic Development Fund (TEDF) Category B Grant Application – PAMP Treatment "A" Projects

MOTION made by Council member Lamb, Seconded by President Rutt to adopt the resolution (2025-017) supporting the submission of the Village of Lake Orion FY 2026 Community Service Infrastructure (Transportation Economic Development Fund Category B) grant application and designating the Village Manager as authorized representative for the project.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr

VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

E. Cityhood Discussion

MOTION by Council member Lamb, Seconded by Council member Cyrowski to form a committee with Council member Lamb and two other council members, to investigate the relative merits of Cityhood for the Village of Lake Orion.
VOTING YEA: Rutt, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: Ford
ABSENT: Moshier
MOTION: Carried

Various Council members went over several pros to the idea of Cityhood.

Donald Kindred spoke about his feelings about Cityhood and disbanding of the Police Department.

Rosemary Ford spoke on Cityhood and the process of Cityhood.

Mr. Decker spoke about his thoughts on Cityhood.

MOTION by President Rutt, Seconded by Council member Lamb to appoint Council member Cyrowski, Council member Lamb, and President Rutt to a Cityhood committee to investigate and bring a recommendation back to the Village Council at the end of the calendar year.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

13. Call to the Public

Donald Kindred spoke about the costs of the police department and his support for the Cityhood.

Tim McMaken spoke about his challenges with completion of the project on his home and his challenges with getting answers and he was directed to address Administration.

14. Council Comments

Council Member Cyrowski discussed the pros and cons of pursuing cityhood and clarified that the Police Department would remain in place under a city structure.

Council Member Dandalides expressed concerns about the current Special Event process and emphasized the need for it to be revamped in the future.

President Pro Tem Ford thanked the DDA for its collaboration with the Detroit Institute of Arts (DIA), expressed enthusiasm about the progress of the Lumberyard project, and extended appreciation to the Lions Club.

Council Member Comparoni Jr. stated that there needs to be more mutual respect shown among Council Members.

Council Member Lamb thanked the Village Manager and echoed the need to improve the Special Event process.

President Rutt clarified that the Police Department does not cost $6 million, in response to a prior public comment. He also thanked staff for their efforts on the sidewalk improvement program.

15. Village Manager Comments

Village Manager McClary provided a brief update regarding Green's Park seasonal staffing, noting that preparations are underway. He also reported that upcoming meetings will be scheduled to review the Fee Schedule, Capital Improvement Plan (CIP), and Water and Sewer Rates. In addition, he shared that the Michigan Department of Natural Resources (DNR) will be conducting a fisheries survey on Lake Orion.

16. Closed Session Items

A. Consider Periodic Personnel Evaluation of Village Manager – MCL 15.268(1)(a)

MOTION made by Council member Lamb, Seconded by Council member Dandalides to convene into closed session pursuant to Section 8(1)(a) of the Michigan Open Meetings Act, Public Act 267 of 1976, as amended, being MCL 15.268(1)(a) for the purpose of considering the periodic personnel evaluation of the Village Manager as requested by the Village Manager.

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

The Village Council convened to a Closed Session at 10:14 PM.

MOTION made by Council member Comparoni Jr, Seconded by President Rutt to reconvene into open session.

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

The Village Council convened into Open Session at 10:47 PM.

17. Adjournment

MOTION made by President Rutt Seconded by Pro Tem Ford to adjourn the May 12, 2025, Village Council Regular Meeting.

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

The May 12, 2025, Village Council Regular Meeting adjourned at 10:48 PM.

_____
Teresa Rutt
President

_____
Sonja Stout
Village Clerk/Treasurer

Date Approved: as presented on May 27, 2025.

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC: Approval of Village Council Special Meeting Minutes of May 12, 2025

RECOMMENDED MOTION: To approve the May 12, 2025 Village Council Special Meeting Minutes, as presented.

MINUTES

SPECIAL MEETING OF THE VILLAGE COUNCIL - FY 2025-26 GOAL SETTING WORK SESSION

Monday, May 12, 2025

6:30 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The May 12, 2025, Village Council Special Meeting was called to order by President Rutt at 6:30 PM.

2. Roll Call and Determination of Quorum

PRESENT
President Teresa Rutt
President Pro Tem Stan Ford
Council member Carl Cyrowski
Council member Michael Lamb
Council member George Dandalides
Council member Alex Comparoni Jr

ABSENT
Council member Nancy Moshier

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

MOTION made by Council member Lamb, Seconded by Council member Dandalides to excuse Council member Moshier from the May 12, 2025 Village Council Special Meeting.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

3. Call to the Public

None.

4. Approval of Agenda

MOTION made by Council member Cyrowski, Seconded by Council member Lamb to approve the agenda as presented.

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

5. Other Items

A. FY 2025-26 Goal Setting

President Rutt opened the Special Meeting by stating its purpose: to review and discuss the 2025–2026 Vision, Mission, Core Values, Goals, and Objectives.

There were no changes made to the Village's Vision, Mission, or Core Values. However, the following items were removed from the existing Goals and Objectives, as they are either already completed or currently underway:

- **Objective 1.3:** Review of Infrastructure Projects and Water & Sewer Rate Analysis
- **Objective 2.1:** Water System Improvement Program
- **Objective 2.2:** Sanitary Sewer System Improvement Program
- **Objective 2.3:** DPW Yard Site Renovation Plan
- **Objective 2.4:** Development of a Comprehensive Sidewalk Improvement Plan
- **Objective 2.5:** Development of a Capital Improvement Plan and Sustainable Funding Methods
- **Objective 3.1:** Paint Creek Stream Bank Stabilization
- **Objective 4.1:** Promote Clear and Frequent Communication from the Village Council to Residents and Businesses

Pro Tem Ford emphasized the importance of increasing support for Parks and Recreation, especially for residents who do not live on the lake. He expressed interest in enhancing access and connection to the lake—specifically through Green's Park—for non-lakefront property owners.

Pro Tem Ford and Council Member Dandalides both voiced support for strengthening the relationship with the Downtown Development Authority (DDA).

Council agreed to revise Goal 4, changing it from *"Promote a Positive Community Image"* to *"Strengthen Community and Organizational Relationships."*

Discussion also took place regarding a review of the Village Administration's office hours and the current inclement weather policy, with the goal of ensuring the Village is meeting the needs of the community. No decisions were made, but Council agreed a review was warranted.

Chief Amundson provided an update on current ordinance-related challenges.

Council decided to add the following goals based on current discussion:

- **Objective 1.3:** Investigate Cityhood
- **Objective 3.2:** Parks and Recreation – Promote and support increased funding for Parks and Recreation programs
- **Objective 4.1:** Providing Services to the Community – Review administrative office hours and the inclement weather closure policy
- **Objective 4.2:** Ordinance Enforcement – Complete ordinance codification, finalize engineering standards, enhance enforcement efforts, and explore funding opportunities

6. Call to the Public

None.

7. Adjournment

MOTION made by Council member Comparoni Jr, Seconded by Council member Cyrowski to adjourn the May 12, 2025 Village Council Special Meeting.
VOTING YEA: Rutt, Ford, Cyrowski, Lamb, Dandalides, Comparoni Jr
VOTING NAY: None
ABSENT: Moshier
MOTION: Carried

_____ _____

Teresa Rutt
President

Sonja Stout
Village Clerk/Treasurer

Date Approved: as presented on May 27, 2025.

The May 12, 2025 Village Council Special Meeting adjourned at 7:20 PM.

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC: Receive and File of DDA Special Meeting Minutes of May 7, 2025

RECOMMENDED MOTION: To receive and file the DDA Special Meeting Minutes of May 7, 2025, as presented.

MINUTES

SPECIAL MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Wednesday, May 07, 2025

1:00 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The May 7, 2025 Downtown Development Authority Regular Meeting was called to order at 1:00 pm by Chairperson Burgess.

2. Roll Call and Determination of Quorum

PRESENT
Chairperson Debbie Burgess
Vice Chairperson Sam Caruso
Treasurer Matt Shell
Board Member Lloyd Coe
Board Member Sally Medina

ABSENT
Secretary Hank Lorant
Board Member Chris Barnett
Board Member Alaina Campbell
Board Member Teresa Rutt

STAFF PRESENT
Executive Director Matthew Gibb
Assistant Director Janet Bloom

ADDITIONAL ATTENDEES
Village Manager Darwin McClary
DPW Director Wes Sanchez
Police Chief Mark Admundson

3. Approval of Agenda

MOTION made by Treasurer Matt Shell, seconded by Board Member Lloyd Coe to approve the

Downtown Development Authority Board Special Meeting Agenda of May 7, 2025, as presented.
VOTING YEA: Burgess, Caruso, Shell, Medina, and Coe.
VOTING NAY: None
ABSENT: Lorant, Barnett, Campbell, and Rutt.
MOTION: Carried

4. Call to the Public

Village Manager Darwin McClary was concerned that Lake Orion DDA Executive Director Matthew Gibb didn't meet with DPW Director and Police Chief yet on contracts. Village Manager McClary noted that the amounts listed are different than the last Ad Hoc committee meeting.

5. New and Old Business

A. **Approval of Proposed 2025-2026 DDA Budget**

Executive Director Matthew Gibb noted that the DDA Budget Task Force met, including with the Village Council Ad Hoc committee, along with staff recommendations and presented a budget to the board for review. It was also stated that the budget is in two formats but it is due to the operational work with the Village Clerk to properly align GL numbers for those that are obsolete. It is recommended to accept and approve the budget so it can move forward to Village Council for approval then return back to the DDA Board for adoption by June 30, 2025.

MOTION made by Board Member Lloyd Coe, seconded by Treasurer Matt Shell to accept and approve the 2025-2026 budget for the Lake Orion Downtown Development Authority, as presented, and direct that the budget is delivered to the Village of Lake Orion for consideration of approval.
ROLL CALL VOTE:
VOTING YEA: Burgess, Caruso, Shell, Medina, and Coe.
VOTING NAY: None
ABSENT: Lorant, Barnett, Campbell, and Rutt.
MOTION: Carried

B. **Approval of Proposed Contracts - Village of Lake Orion**

Executive Director Matthew Gibb noted that the DDA Budget Task Force met, including with the Village Council Ad Hoc committee, along with staff, and an Intergovernmental Agreement is presented for the statutorily allowed Admin Fee, and for contracting of core services to keep the district clean, safe, and inviting. The General Administrative Fee, allowed to the Village by statute, is budgeted, and will be fully remitted pursuant to contract. DPW provided a list of services that will be done at no costs to the DDA. The DDA has accepted a list of additional services that the DPW can provide that will benefit the district, and it is included in the contract.

MOTION made by Treasurer Matt Shell, seconded by Board Member Lloyd Coe to accept and approve the Intergovernmental Agreement between the Village of Lake Orion and the Lake Orion Downtown Development Authority, as presented, and direct that the contract is

delivered to the Village of Lake Orion for consideration of approval.

ROLL CALL VOTE:

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

6. Adjournment

MOTION made by Treasurer Matt Shell, seconded by Board Member Lloyd Coe to adjourn the May 7, 2025 Downtown Development Authority Board Special Meeting.

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

The May 7, 2025 Downtown Development Authority Board Special Meeting adjourned at 2:30 pm.

_____ _____

Debbie Burgess
Chairperson

Janet Bloom
Recording Secretary/Asst. Director

Date Approved: as presented on May 20, 2025.

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC: Receive and File of DDA Regular Meeting Minutes of April 15, 2025

RECOMMENDED MOTION: To receive and file the DDA Regular Meeting Minutes of April 15, 2025, as presented.

MINUTES

REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Tuesday, April 15, 2025

6:30 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The April 15, 2025 Downtown Development Authority Regular Meeting was called to order at 6:31 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 Sally Medina
Board Member Alaina Campbell
Board Member Chris Barnett (arrived at 6:35 PM)
President Teresa Rutt

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 March 18, 2025

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to approve the Downtown Development Authority Board Regular Meeting Minutes of March 18, 2025.

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

MOTION: Carried

4. Approval of Agenda

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to approve the Downtown Development Authority Board Agenda of April 15, 2025, as presented.
VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Medina, Campbell, Rutt
VOTING NAY: None
ABSENT: Barnett
MOTION: Carried

5. Call to the Public

George Dandalides, representing the Lake Orion Lake Association (LOLA), shared details about several upcoming community events sponsored by LOLA. On May 10, there will be a CPR class held in partnership with the Orion Township Fire Department. On June 7, LOLA will host a Youth Fishing Derby at Green's Park, while the Lake Orion Boat Club will also be conducting a Boater's Safety Course on the same day. Additionally, LOLA will offer another Boater's Safety Class on June 21 at the Orion Township Public Library.

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 April 15, 2025 Consent Agenda by one vote, as presented.
VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Medina, Campbell, Barnett, Rutt
VOTING NAY: None
ABSENT: None
MOTION: Carried

A. Financial Reports

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to receive and file the financial reports for March 2025.
VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Medina, Campbell, Barnett, Rutt
VOTING NAY: None
ABSENT: None
MOTION: Carried

7. Financial Matters

A. Bill Approval

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to approve the disbursements in the amount of $441,757.78 for March 2025.
VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Medina, Campbell, Barnett, Rutt
VOTING NAY: None
ABSENT: None

MOTION: Carried

8. New and Old Business

A. Lumber Yard Concept Planning – Discussion

DDA Executive Gibb presented various conceptual building designs and ideas for Project Lumberyard and proposed the formation of an advisory committee to help guide the project's direction. Intended as a long-term initiative, the committee would ideally include 11 to 15 community members with expertise in areas such as art, history, retail, trails, youth engagement, and grant funding. Gibb invited board members to submit recommendations for potential committee members. While there was some concern about the project's timeline in relation to construction, the board agreed to advertise the open committee positions in the *Lake Orion Review* and on social media.

B. Lumber Yard – Contracts

DDA Executive Gibb reviewed the project scope and the bids received. He openly disclosed that he is acquainted with individuals at both ELS Construction, Inc. and Mickey's Construction, but clarified that he has not conducted any business with either company. Based on cost considerations, he recommended Mickey's Construction to the board.

MOTION made by Board Member Campbell, Seconded by Treasurer Shell to accept Mickey's construction bid for a cost not to exceed $425,000.
VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Medina, Campbell, Barnett, Rutt
VOTING NAY: None
ABSENT: None
MOTION: Carried

Treasurer Shell left the meeting at 7:25 PM.

MOTION made by Board Member Barnett, Seconded by Secretary Lorant to accept and approve an agreement with MI remodelers LLC for the all necessary repair and preparation work in the Main Office at a cost not to exceed $9,740, with funding from GL 248-726-980-001.
VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt
VOTING NAY: None
ABSENT: Shell
MOTION: Carried

MOTION made by Vice Chairperson Caruso, Seconded by Secretary Lorant to accept and approve the quote of Dillman & Upton for a complete window package for the Main Office at a cost not to exceed $6,600 with funding from GL 248-726-980-001.
VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt
VOTING NAY: None
ABSENT: Shell
MOTION: Carried

MOTION made by Board Member Coe, Seconded by Board Member Barnett to accept and approve an agreement with MI Remodelers LLC for the installation of windows, including all additional materials and coordinating repairs, at a cost not to exceed $6,700 with funding from GL 248-726-980-001.
VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt
VOTING NAY: None
ABSENT: Shell
MOTION: Carried

C. Budget - 2025-2026

DDA Director Gibb provided an overview of the preliminary budget for FY 2025-26, highlighting key revenue sources including tax capture, a county grant, a transfer from the fund balance, and sponsor contributions. He also addressed several expenditure challenges, particularly the unresolved service agreements with the Village and allocations related to the capital improvement fund. Board members engaged in a discussion about the details of each department's role in the service agreements and what has been provided by the Village to the DDA. To move forward, Director Gibb recommended that the Board schedule a special meeting to reach an agreement on the preliminary budget for FY 2025-26.

MOTION made by Board Member Barnett, Seconded by Board Member Coe to postpone the motion to a date no later than April 25, 2025.
VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt
VOTING NAY: None
ABSENT: Shell
MOTION: Carried

George Dandalides expressed his frustration regarding the budget process and suggested holding a special meeting, potentially on Wednesday, as a joint session between the DDA and the Village Council. He emphasized the need for a clear breakdown of the services provided by the Village in relation to the DDA to help clarify budget responsibilities and allocations.

9. Reports, Resolutions and Recommendations

A. Lumber Yard - Monthly Progress Report

Executive Director Gibb provided a brief synopsis of his report in the packet.

MOTION made by Board Member Barnett, Seconded by Board Member Coe to receive and file the progress report dated April 15, 2025.
VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt
VOTING NAY: None
ABSENT: Shell
MOTION: Carried

B. Retail Attraction Strategy

Bob Waun of Dirt Realty gave a presentation that included an overview of his background and previous development projects. He also shared a list of successful retailers and discussed efforts to attract similar businesses to Lake Orion. Waun highlighted the area's strong income demographics and emphasized the importance of creating opportunities that engage and retain youth in the community. Chairperson Burgess and Secretary Lorant expressed their enthusiasm and support for the future potential of the project.

MOTION made by President Rutt, Seconded by Board Member Barnett to receive and file the draft report.

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

C. Assistant Director's Report

Assistant Director Bloom gave a brief overview of her Assistant Director's Report, which is included in the meeting packet. Her update covered upcoming events, social media statistics, scheduled activities, recent conference updates, grant submissions, and upcoming committee meeting dates.

MOTION made by President Rutt, Seconded by Secretary Lorant to receive and file the Assistant Director's Report.

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

D. Executive Directors Report

Executive Director Gibb announced that Ezekiel Spencer will be starting next week and noted that progress on the outdoor bike shop project is going very well. He mentioned that the remainder of his updates can be found in the agenda packet.

MOTION made by Board Member Barnett, Seconded by Secretary Lorant to receive and file the Executive Directors Report April 2025.

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

10. Board Comments and Training Feedback

Board Member Barnett expressed his gratitude to the community for their support of his State of the Township address and encouraged residents to be part of the solution rather than part of the problem.

Board Member Medina offered congratulations to Board Member Campbell.

Vice Chairperson Caruso shared his enthusiasm about the project moving forward.

Board Member Campbell said she enjoyed the presentation and saw great value in initiatives that aim to attract young people to the community. She also congratulated Board Member Barnett on his address and echoed his sentiment about the importance of being proactive in community involvement.

President Rutt emphasized the significance of community engagement and the role individuals play in contributing to the prosperity and well-being of the local area.

Board Member Coe announced that the cornhole league will begin on Thursday, June 5, and noted that participation has grown compared to previous years.

Chairperson Burgess expressed her appreciation for the hard work and ongoing dedication of DDA Director Gibb and Assistant DDA Director Bloom, particularly in regard to the legacy project. She also invited individuals with relevant expertise to get involved in the upcoming initiatives.

11. Next Regular Meeting - May 20, 2025

12. Adjournment

MOTION made by Secretary Lorant, Seconded by Vice Chairperson Caruso to adjourn the April 15, 2025 Downtown Development Authority Board Regular Meeting.
VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt
VOTING NAY: None
ABSENT: Shell
MOTION: Carried

The April 15, 2025 Downtown Development Authority Board Regular meeting adjourned at 8:52 PM.

_____
Debbie Burgess
Chairperson

_____
Sonja Stout
Clerk/Treasurer

Date Approved: as presented on May 20, 2025.

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC: Receive and File of Parks & Recreation Advisory Committee Regular Meeting Minutes of April 22, 2025

RECOMMENDED MOTION: To receive and file of Parks & Recreation Advisory Committee Regular Meeting Minutes of April 22, 2025, as presented.

Village of Lake Orion Parks and Recreation Advisory Committee
Regular Meeting: Tuesday, April 22, 2025, 6:30 p.m.

1. Call to Order by the Chairperson

The Tuesday, April 22, 2025, Regular Meeting of the Village of Lake Orion Parks and Recreation Advisory Committee was called to order at Children's Park by Rosemary Ford at 5:09pm.

2. Roll Call and Determination of Quorum

Present: Chairperson: Rosemary Ford
Secretary: Cristy Garbacik
Member: Erin Crane
Member: Erin Rohlfing
Council Member: George Dandalides
Vacancies: None
Also in attendance: DPW employee Jose Licea

3. Election of Officers

Prior to the election, George D. contacted Darwin McClary to discuss a previous council meeting approval. This information included the P&R committee with the payment of $1500.00/year towards a secretary or for a member's notes.

A motion was made to recommend Rosemary Ford for the Chairman position, Erin Crane for the Vice-Chairman position, and Cristy Garbacik for the Secretary position, terms expiring March 31, 2026.

By George Dandalides
Seconded by Cristy Garbacik and adopted: AYES: 5; NAYS: 0; ABSENT: 0.

4. Approval of Minutes

Meeting Minutes – March 11, 2025
By Cristy Garbacik,
RESOLVED: That the regular minutes of the March 11, 2025, meeting of the Parks & Recreation Advisory Committee be approved.
Seconded by Rosemary Ford and adopted: AYES: 5; NAYS: 0; ABSENT: 0.

5. Call to the Public

(moved from New Business 8.B.)
Lake Orion Bikes & Adventure Company owners Mike Warner & Tim Marriott
Presented an impressive proposal to install a Kayak and Paddle Board Kiosk in Green's Park.
Proposal included information on how it works, FAQs, and photographs of a unit.
The unit is a solar powered steel locking device that can hold up to four boards or kayaks. Additionally, lockers are also attached. Upon paying with a credit card, the lockers open giving access to life jackets and paddles. Swiping the same credit card, reopens the device for materials to be returned.
They would like to sign a 3-4 year contract including $2/person per use. As well as requiring the renter to pay for a Green's Park pass or daily fee.
The committee asked questions about liability, availability, age limit, and rates. LO Bike's & Adv. said liability could be set up, they are deciding about the rates but there would not be a cost to the village, and they could program the machine – ex. Dawn to dusk. They would also make themselves available if needed. We thanked them for their professional proposal and took contact information so we could inform them of our decision and recommendation to the Village Council.

6. Approval of Agenda

By Cristy Garbacik,
RESOLVED: To approve the Agenda of the Tuesday, April 22, 2025, Parks and Recreation Advisory Committee.
Seconded by Erin Crane and adopted AYES: 5; NAYS: 0; ABSENT: 0.

7. Pending Business

A. Parks Maintenance.

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

George Dandalides was concerned nothing was completed on the Maintenance list. He questioned how items were prioritized and executed. He questioned if the committee was responsible for presenting each item to the council with an amount of money. He also questioned how the DPW prioritized the list. He would like DPW to date when maintenance is planned to be completed.

Rosemary Ford shared how the committee understands the DPW has many requirements including roads, water, septic, grounds keeping, funerals, etc. She also explained this is why we continue to request the addition of a park maintenance worker who would be responsible for the upkeep and improvement of outdoor park spaces.
Cristy Garbacik mentioned she would date items as she adds them to the maintenance list.

Added:
Meeks – Tree fell in river.
Atwater - Benches replaced.
Atwater - Shade sails over benches.

Removed:

B. Budget Review

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

George Dandalides requested to place the maintenance and budget list together.

Additionally, a previous April Council meeting discussed increasing P&R capital outlay to $10,000.00 per year with the understanding that we would pay for the remaining balance of the Atwater Basketball court after the CDBG grant. This was then removed, continuing P&R capital outlay of $5,000 per year with the understanding that we would not be expected to pay for the remaining balance of the Atwater Basketball court after the CDBG grant.

8. New Business

A. Sponsorship of Green's Park

LOLA booked a Fishing event on June 7, 2025 from 8-1 at Green's Park. Paid $75.00 for group fee.

B. Lake Orion Bikes & Adventure Company (*Moved to an earlier time)*

After the previous presentation, the committee discussed a Kayak and Paddle Board rental unit.
In May 2024, Pam Welch, Green's Park Supervisor, also presented the idea of the kayak rental units. However, the P&R committee would have to purchase and maintain the units. In May 2024 we didn't go forth with the plan.

A motion was made to support the Lake Orion Bike & Adventure company's kayak and paddle board kiosk proposal at Green's Park.

By Rosemary Ford
Seconded by George Dandalides and adopted: AYES: 5; NAYS: 0; ABSENT: 0.

6:20 George Dandalides left for another Village meeting.

8. Reports

A. Atwater basketball court

Village Council approved allocations for 2025-2026 to fully fund the Atwater basketball court project after CDBG grant funds. Projected to be complete in Spring of 2026.
Previous minutes March '25. Oct. 1, Aug. 20, July 23, June 25, May 28, April 16, and Feb. 28, 2024.

B. Paint Creek Bank Stabilizing Options

The goal is to complete this project by Spring of 2026.
Previous minutes March 11, 2025, Aug. 20, 2024, May 28, 2024, April 16, 2024, Oct. 24, 2023, and Sept. 26, 2023.

C. Green's Park Docks

Erin Crane will contact Walk on Water to request dock leveling. Rosemary Ford has received donated pole caps she will install once the weather warms up.
Previous minutes: 3-11-25,10-1-24, 8-20-24, 7-23-24, 6-25-24, 5-28-24, 8-1-23, 4-25-23, 3-38-23, 7-26-22

D. Event Collection (Dragon on the Lake)

Dragon on the Lake was billed $500/day for 3 days for the use of Green's Park. Per Darwin, we are continuing to wait for payment from the Orion Art Center.

9. Items to Be Placed on Next Agenda

Pending Business
- Parks Maintenance
- Budget Review

New Business
- Sponsorship of Green's Park
- Orion Township networking

Reports
- Green's Park Kayak proposal
- Green's Park Docks
- Event collection (Dragon on Lake)

10. Date of Next Meeting

Tuesday, May 27, 2025 at 6:30 at Green's Park.

11. Committee Member Comments

We would like to welcome Erin Rohlfing to the Parks and Recreation Advisory Committee. We are looking forward to the knowledge and enthusiasm she has already brought to the meeting with a commitment to beautify of our parks.

Darwin McClary informed the committee the Green's Parks fees and boat dock fees will remain the same.

12. Adjournment

On a motion by Erin Crain, seconded by Erin Rohlfing, the Parks and Recreation Advisory Committee Meeting adjourned at 6:57pm.

Rosemary Ford, Chairperson
Date Approved: as presented May 27, 2025

Cristy Garbacik, Recording Secretary

Lake Orion Village Parks Maintenance Items

Updated Per April 22, 2025, Meeting

Red =1st Priority, Orange =2nd Priority, Blue = 3rd Priority

All Parks

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

Children's Park

1 – Add woodchips next to the red slide, all new spirilla have died. (Jose will call)
1 – Playground equipment Twist is broken, needs to be raised – (Landscape Structures contacted)
2 – Stones that create the walls are disintegrating.
3 – Picnic table multiple seats cracked (close to parking lot) – DPW to replace with wood

Meek's Park

1 – Bank stabilization needed!–eroding very close to sidewalk–Teresa/Darwin/grant – DPW/permit
2 – Attach sign to granite block – Wes DPW/Rose
2 – Adjust placement of new sign from Atwater to new pedestrian bridge.
3 – (4/25) Tree fell in river.

Green's Park

1 - (5/26/15) East-West seawall is failing.
1 – (7/26/22) Caps, bumpers need to be installed & leveling for new docks – Rosemary has cap donation
1 – (7/26/22) Repair and restore sprinklers to water lawn – (motion / DPW working on a quote)
1 – Verify locks for bathrooms – Teresa to check with Darwin
2 – Move Mobi beach mat to be placed on the north end of the beach (closer to the bathrooms).
2 – Sign for park with rules, directional map, passes required, & "for park users only" – dock time limit?
2 – Directional map at park entrance – Riva to create and share
2 – Installing security video cameras for docks and outside bathrooms (funded with boat passes)
3 – Remove small wooden and small concrete seawall inside beach on south side.

Swiss Village Park

3 – Border around playground.

Unger Park

1 – Japanese Knotweed needs to be removed.
3 – Small slide pole moves on ground base.

Atwater Park

1 – Basketball court needs to be replaced (Erin and Wes received quotes/Rosemary to contact Orion Twp)
2 – Concerns about the increase of dog waste in the baseball field (Ordinance Chapter 96.09)
3 – Paint top of main sign.
3 – Chairs crooked around tables.
3 – (4/25) Benches replaced.
3 – (4/25) Shade sails over benches.

Village of Lake Orion Parks & Recreation Committee Budget

2025-2026 Possible Budget Items for Planning

	Budget Item	Priority Level	Cost Estimate	Cost Actual	Notes	Voted & Agreed
1	Children's and Meek's Park - Bank Stabilization	High	300,000 - 400,000		The Village and DDA have a goal of improving bank stabilization in the DDA district. A 75/25 plan allows 75% of funds to be allotted for needed infrastructure.	
2	DPW Assigned daily maintenance employee on grounds	High	$2,500	7-24 DDA seasonal helper $18.25 hour x 8 hours=$146/week x 20 weeks =$2,920.	8-23-22 discussed Motion and contact DDA	6-25-24 Yes 7-24 denied manager and DPW Director Sanchez
3	Atwater Park Basketball Court - 4"	High	$6,000	5-28-24 Birmingham Seal $30,733.00 (50x50 2,500sf) removal +$4,700 9-21-24 Hutch Paving $33,965.00 (68x50 3,400sf) and removal	6-25-24 DPW to look into cost 11-25-24 Council approved CDBG funds of $9,348.00 to be used towards Atwater bb court refurbish	Nov. '24 Council approved uses of PY2025 CDBG $9,348.00 project. April '25 Council approved allocations for 25-26 fully fund project, projected to be complete in Spring of 2026
4	Green's Park Pavilion at SW of basketball court	High				
5	Atwater Additional Swings	Medium	1200-1500			
6	Children's Additional Shade Sail(s) (1-3)	Medium	1200 each			
7	Green's Park Retaining Wall	Medium				
8	Children's Park Bridge	Medium				
9	Unger Park Basketball court	Medium		Birmingham Seal $15,000.00 5-28-24 (quarter court)		

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC: Receive and File of Invoice Distribution Report for May 28, 2025

RECOMMENDED MOTION:

To receive and file the bills in the amount of $ 206,293.39 of which $ 130,380.74 are DDA bills for a net total of $ 75,912.65 and to receive and file the DDA bills.

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 05/28/2025 - 05/28/2025
POSTED AND UNPOSTED
OPEN

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 101 GENERAL FUND					
Department: 000 REVENUE					
101-000-279-000	GENERAL PORTION	BLUE CROSS BLUE SHIELD OF	HEALTH COVERAGE FOR SHANK MAY 2025	259.09	None
101-000-279-000	RETIREE HEALTHCARE-RETIREE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE MAY 2025	1,028.72	None
101-000-281-002	MARCH	NOWAK & FRAUS ENGINEERS	O558 225 LAKE STREET-LOT SPLIT MARCH	187.50	None
101-000-281-002	APRIL	NOWAK & FRAUS ENGINEERS	O558 225 LAKE STREET-LOT SPLIT MARCH	187.50	None
101-000-281-003	CONSTRUCTION PLAN REVIEW	NOWAK & FRAUS ENGINEERS	N808- PENNISULA CONDO THRU MARCH 2025	1,500.00	None
101-000-281-004	VLO 23-04 WEST VILLAGE PUD	MCKENNA ASSOCIATES, INC.	SERVICES APR 1- APR 30 2025	225.00	None
101-000-281-004	MARCH	NOWAK & FRAUS ENGINEERS	M900 FLATS AT WEST VILLAGE 55 ELIZABE	125.00	None
101-000-281-004	APRIL	NOWAK & FRAUS ENGINEERS	M900 FLATS AT WEST VILLAGE 55 ELIZABE	425.00	None
101-000-281-007	AS BUILT REVIEW	NOWAK & FRAUS ENGINEERS	M775 BLANCHE SIMS ELEMENTARY THRU APR	668.75	None
101-000-281-008	APRIL	NOWAK & FRAUS ENGINEERS	O039-SNUG HARBOR APRIL 2025	125.00	None
101-000-281-010	MARCH	NOWAK & FRAUS ENGINEERS	N033-01 STARBOARD BROADWAY MARCH 2025	125.00	None
101-000-281-011	MARCH	NOWAK & FRAUS ENGINEERS	N569 ORION VILLAS-597 MILLER RD MARCH	187.50	None
101-000-281-012	MYSTIC COVE	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU APRIL 2	93.91	None
101-000-281-012	MARCH	NOWAK & FRAUS ENGINEERS	N035 MYSTIC COVE-THRU MARCH 30 2025	375.00	None
101-000-281-013	MARCH	NOWAK & FRAUS ENGINEERS	N038- CLOUD LAKE 494 S BROADWAY MARCH	262.50	None
101-000-281-020	REVIEW	NOWAK & FRAUS ENGINEERS	O634 DTE CHURCH/ANDERSON MARCH 30 202	1,375.00	None
			Total Department 000 REVENUE	7,150.47	
Department: 215 VILLAGE CLERK					
101-215-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	500.80	None
101-215-801-000	PROOFS/SUBMISSION OF DRAFT	CIVICPLUS LLC	CODIFICATION	2,740.00	None
			Total Department 215 VILLAGE CLERK	3,240.80	
Department: 228 Information Technology					
101-228-801-000	MONTHLY BILLING FOR APRIL	VC3, INC.	MONTHLY BILLING APRIL	1,840.00	None
101-228-801-000	MONTHLY BILLING FOR MARCH	VC3, INC.	MONTHLY BILLING MARCH	1,840.00	None
			Total Department 228 Information Technology	3,680.00	
Department: 253 FINANCE TREASURY					
101-253-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	601.76	None
			Total Department 253 FINANCE TREASURY	601.76	
Department: 260 GENERAL ACTIVITIES					
101-260-716-001	RETIREE HEALTHCARE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE MAY 2025	900.15	None
101-260-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	385.76	None
101-260-727-000	W3 FORMS	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	259.20	None
101-260-727-000	TONER	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	87.28	None
101-260-727-000	TOWELS	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	77.26	None
101-260-727-000	INK	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	129.79	None
101-260-727-000	TISSUE	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	63.13	None
101-260-730-000	03/21/25-04/21/25BASE 0227	XEROX CORPORATION	COPIER LEASE APRIL	241.22	None
101-260-730-000	COLOR 022736473	XEROX CORPORATION	COPIER LEASE APRIL	211.15	None
101-260-730-000	B/W 022736473	XEROX CORPORATION	COPIER LEASE APRIL	28.98	None
101-260-730-000	BASE CHARGE 022736474	XEROX CORPORATION	COPIER LEASE APRIL	91.09	None
101-260-920-000	20 E SHADBOLT ACCT # 1030	CONSUMERS ENERGY	MAY BILL	27.30	None
101-260-920-000	21 E CHURCH ACCT# 1030 170	CONSUMERS ENERGY	MAY BILL	863.28	None
101-260-930-000	ACCT 28473094 VILLAGE MONT	ORKIN PEST CONTROL	MONTHLY PEST BILL JUNE 2025	114.00	None
101-260-930-000	MATS FOR VILLAGE OFFICE 5/	DarWel ENTERPRISES LLC	MONTHLY MAT RENTAL VILLAGE OFFICES	235.71	None
101-260-930-000	5/11/2025	JACOB ECHTINAW	WINDOW CLEANING	100.00	None
			Total Department 260 GENERAL ACTIVITIES	3,815.30	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

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Fund: 101 GENERAL FUND					
Department: 721 PLANNING AND ZONING					
101-721-829-000	PROFESSIONAL VIRTUAL HOURS	MCKENNA ASSOCIATES, INC.	SERVICES APR 1- APR 30 2025	1,440.00	None
101-721-829-000	PROFESSIONAL ON SITE HOURS	MCKENNA ASSOCIATES, INC.	SERVICES APR 1- APR 30 2025	3,600.00	None
101-721-832-001	APR 1- APR 30	MCKENNA ASSOCIATES, INC.	VILLAGE OWNED PROPERTY INVENTORY & MA	295.50	None
101-721-832-001	APR 1- APR 30	MCKENNA ASSOCIATES, INC.	PROJECT 24-004 LAKE ORION STRATEGIC P	337.50	None
101-721-840-000	MONTHLY RETAINER	MCKENNA ASSOCIATES, INC.	SERVICES APR 1- APR 30 2025	1,300.00	None
			Total Department 721 PLANNING AND ZONING	6,973.00	
Department: 751 PARKS AND RECREATION					
101-751-801-000	A. CARPENTER	MCLAREN OAKLAND PREMIER OC	PHYSICAL/DRUG SCREEN	78.00	None
			Total Department 751 PARKS AND RECREATION	78.00	
Department: 880 CONTRACT SERV - LEAGAL/ACCTING/ENGINEER					
101-880-806-000	APRIL 2025	NOWAK & FRAUS ENGINEERS	O816- FAILING SEA WALLS APRIL 2025	2,880.00	None
101-880-806-000	N885 ENGINEERING DESIGN 10	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU MARCH AP	532.50	None
101-880-806-000	M629 GENERAL ENGINEERING M	NOWAK & FRAUS ENGINEERS	M629 GENERAL ENGINEERNIG SERVICES THR	825.00	None
101-880-806-000	M629 GNERAL ENGINEERING AP	NOWAK & FRAUS ENGINEERS	M629 GENERAL ENGINEERNIG SERVICES THR	1,300.00	None
101-880-811-000	101	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU APRIL 2	915.75	None
101-880-811-000	FEES	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU APRIL 2	50.58	None
			Total Department 880 CONTRACT SERV - LEAGAL/ACCTING/ENGINEER	6,503.83	
			Total Fund 101 GENERAL FUND	32,043.16	
Fund: 202 MAJOR STREET FUND					
Department: 260 GENERAL ACTIVITIES					
202-260-801-000	STREET SWEEPING	CURBCO SWEEPING	STREET SWEEPING	520.00	None
202-260-801-000	N885 ENGINEERING DESIGN 20	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU MARCH AP	1,065.00	None
			Total Department 260 GENERAL ACTIVITIES	1,585.00	
Department: 463 ROUTINE MAINTENANCE					
202-463-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	226.16	None
202-463-726-000	ASPHALT PATCH	AJAX MATERIALS CORP	ASPHALT	151.47	None
202-463-726-000	ASPHALT PRIMER 5 GAL	AJAX MATERIALS CORP	ASPHALT	201.00	None
202-463-726-000	COLD PATCH ASPHALT	CADILLAC ASPHALT, LLC	COLD PATCH	192.00	None
			Total Department 463 ROUTINE MAINTENANCE	770.63	
Department: 474 TRAFFIC SERVICES					
202-474-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	84.81	None
			Total Department 474 TRAFFIC SERVICES	84.81	
Department: 478 WINTER MAINTENANCE					
202-478-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	452.32	None
			Total Department 478 WINTER MAINTENANCE	452.32	
			Total Fund 202 MAJOR STREET FUND	2,892.76	
Fund: 203 LOCAL STREET FUND					
Department: 260 GENERAL ACTIVITIES					
203-260-801-000	APRIL 2025	NOWAK & FRAUS ENGINEERS	N110-01 BRIDGET STREET SEWALL 63-135	595.00	None
203-260-801-000	MARCH 2025	NOWAK & FRAUS ENGINEERS	N110-01 BRIDGET STREET SEWALL 63-135	2,380.00	None
203-260-801-000	N885 ENGINEERING DESIGN 10	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU MARCH AP	532.50	None
			Total Department 260 GENERAL ACTIVITIES	3,507.50	
Department: 463 ROUTINE MAINTENANCE					

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

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Fund: 203 LOCAL STREET FUND					
Department: 463 ROUTINE MAINTENANCE					
203-463-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	424.05	None
			Total Department 463 ROUTINE MAINTENANCE	424.05	
Department: 474 TRAFFIC SERVICES					
203-474-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	113.08	None
			Total Department 474 TRAFFIC SERVICES	113.08	
Department: 478 WINTER MAINTENANCE					
203-478-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	537.13	None
			Total Department 478 WINTER MAINTENANCE	537.13	
			Total Fund 203 LOCAL STREET FUND	4,581.76	
Fund: 207 POLICE FUND					
Department: 301 POLICE/SHERIFF/CONSTABLE					
207-301-716-001	POLICE PORTION	BLUE CROSS BLUE SHIELD OF	HEALTH COVERAGE FOR SHANK MAY 2025	777.25	None
207-301-716-001	RETIREE HEALTHCARE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE MAY 2025	900.15	None
207-301-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	2,630.66	None
207-301-730-000	POLICE PRINTER CONTRACT AP	U.S. BANK EQUIPMENT FINANC	RICOH CONTRACT PAYMENT POLICE PRINTER	110.43	None
207-301-740-000	DRY GAS PBT REPLACEMENT	STATE OF MICHIGAN	DRY GAS CAN FOR PBT'S	90.00	None
207-301-740-000	SHIPPING	STATE OF MICHIGAN	DRY GAS CAN FOR PBT'S	50.00	None
207-301-801-000	106 HRS AT $15.28 HOURLY	LAKE ORION COMMUNITY SCHOO	CROSSING GUARD BILLING 2024-2025 BLAN	1,619.68	None
207-301-801-000	RETIREMENT (31.34%)	LAKE ORION COMMUNITY SCHOO	CROSSING GUARD BILLING 2024-2025 BLAN	507.93	None
207-301-801-000	FICA (7.65%)	LAKE ORION COMMUNITY SCHOO	CROSSING GUARD BILLING 2024-2025 BLAN	123.91	None
207-301-802-000	PROSECUTIONS	BEIER HOWLETT, P.C.	PROSECUTIONS-SERVICES THRU APRIL 30 2	4,264.50	None
207-301-804-000	SHERIFF DISPATCH SERVICES	OAKLAND COUNTY TREASURER	SHERIFF DISPATCH SERVICES INVOICE DAT	3,965.42	None
207-301-820-000	POLICE SHIRT - MIHASCSI	NYE UNIFORM	POLICE SHIRT - MIHASCSI	70.00	None
207-301-932-000	501 - OIL CHANGE / INSPECT	SKALNEK FORD	POLICE VEHICLE REPAIR AND MAINTENANCE	80.85	None
207-301-932-000	503 - OIL CHANGE / INSPECT	SKALNEK FORD	POLICE VEHICLE REPAIR AND MAINTENANCE	80.85	None
207-301-932-000	504 - OIL CHANGE	SKALNEK FORD	POLICE VEHICLE REPAIR AND MAINTENANCE	74.95	None
207-301-932-000	504 - FUEL TANK ASSEMBLY /	SKALNEK FORD	POLICE VEHICLE REPAIR AND MAINTENANCE	1,023.69	None
207-301-932-000	504- BRAKE ISSUES - ROTOR	SKALNEK FORD	POLICE VEHICLE REPAIR AND MAINTENANCE	380.88	None
207-301-932-000	504 - TPMS REPLACEMENT	SKALNEK FORD	POLICE VEHICLE REPAIR AND MAINTENANCE	111.07	None
207-301-932-000	504 - REPLACE REAR SHOCKS	SKALNEK FORD	POLICE VEHICLE REPAIR AND MAINTENANCE	590.16	None
207-301-932-000	504 - REPLACE FRONT AXLE	SKALNEK FORD	POLICE VEHICLE REPAIR AND MAINTENANCE	437.97	None
207-301-932-000	504 - SHOP SUPPLIES DEALER	SKALNEK FORD	POLICE VEHICLE REPAIR AND MAINTENANCE	40.00	None
207-301-932-000	TIRES/LABOR AND PARTS 4 TI	BELLE TIRE DISTRIBUTORS	REPLACEMENT TIRES POLICE VEHICLES	1,083.96	None
207-301-932-000	TIRES/LABOR AND PARTS 2 TI	BELLE TIRE DISTRIBUTORS	REPLACEMENT TIRES POLICE VEHICLES	517.98	None
207-301-957-002	SADP ADVANCE POLICE TRAINI	OAKLAND COMMUNITY COLLEGE/	POLICE TRAINING CONSORTIUM FEE SPRING	521.25	None
			Total Department 301 POLICE/SHERIFF/CONSTABLE	20,053.54	
			Total Fund 207 POLICE FUND	20,053.54	
Fund: 225 DEPT OF PUBLIC WORKS FUND					
Department: 000 REVENUE					
225-000-123-000	RETIREE HEALTHCARE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE MAY 2025	3,343.42	None
			Total Department 000 REVENUE	3,343.42	
Department: 441 DEPARTMENT OF PUBLIC WORKS					
225-441-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	141.37	None
225-441-740-000	FIRST AID KIT SUPPLIES	CINTAS	FIRST AID KIT SUPPLIES	85.97	None
225-441-920-000	362 CASS ACCT# 1030 1701 1	CONSUMERS ENERGY	MAY BILL	350.86	None

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 225 DEPT OF PUBLIC WORKS FUND					
Department: 441 DEPARTMENT OF PUBLIC WORKS					
225-441-920-000	333 CASS ST ACT # 1030 170	CONSUMERS ENERGY	MAY BILL	0.00	None
			Total Department 441 DEPARTMENT OF PUBLIC WORKS	578.20	
Department: 443 PHASE II STORMWATER					
225-443-801-000	N885 ENGINEERING DESIGN 10	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU MARCH AP	532.50	None
225-443-801-000	MS4 PERMIT APPLICATION	NOWAK & FRAUS ENGINEERS	M671 MS4 PERMIT ASSISTANCE THRU APRIL	5,100.00	None
			Total Department 443 PHASE II STORMWATER	5,632.50	
			Total Fund 225 DEPT OF PUBLIC WORKS FUND	9,554.12	
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Department: 260 GENERAL ACTIVITIES					
248-260-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	546.16	None
248-260-851-000	TELEPHONE/INTERNET 8529101	COMCAST	TELEPHONE/INTERNET	574.93	None
248-260-920-000	100062995376	CONSUMERS ENERGY	CONSUMERS ENERGY UTILITIES	118.64	None
248-260-921-000	38 FLINT 910040951659	DTE ENERGY	STREET LIGHTS	839.03	None
248-260-921-000	22 SHADBOLT 910040951725	DTE ENERGY	STREET LIGHTS	304.69	None
248-260-921-000	38 WASHINGTON 910040951774	DTE ENERGY	STREET LIGHTS	97.20	None
248-260-921-000	380 BROADWAY 910040951824	DTE ENERGY	STREET LIGHTS	70.35	None
248-260-921-000	491 BROADWAY 910040951600	DTE ENERGY	STREET LIGHTS	167.37	None
248-260-921-000	24 FRONT ST 920009680652	DTE ENERGY	STREET LIGHTS	39.11	None
			Total Department 260 GENERAL ACTIVITIES	2,757.48	
Department: 725 ORGANIZATION					
248-725-825-000	GIFT CERT REDEMPTION #4687	MESSY DESIGNS	DOWNTOWN DOLLARS REIMBURSEMENT	25.00	None
248-725-825-000	GIFT CERT REDEMPTION #4624	COOKIES AND CREAM	DOWNTOWN DOLLARS REIMBURSEMENT	25.00	None
			Total Department 725 ORGANIZATION	50.00	
Department: 726 DESIGN					
248-726-975-001	INV D24054/55/56F	ELECTRICAL SYSTEMS, INC.	POLE ASSEMBLY	453.30	None
248-726-980-002	LUMBERYARD - SECOND DRAW	MICKEY'S CONSTRUCTION LLC	LUMBER YARD SECOND DRAW AND MDOT FENC	100,000.00	None
			Total Department 726 DESIGN	100,453.30	
Department: 728 ECONOMIC DEVELOPMENT					
248-728-888-000	SIGNS FOR EVENTS	EPRINT SOLUTION LLC	BRAND MARKETING PRINTING	260.00	None
248-728-888-000	FLOWER FAIR	AMAZON CAPITAL SERVICES	ART AND FLOWER FAIR SUPPLIES	79.96	None
			Total Department 728 ECONOMIC DEVELOPMENT	339.96	
			Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND	103,600.74	
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023					
Department: 901 CAPITAL OUTLAY					
301-901-950-000	CONSTRUCTION PORTABLES I24	TURNER SANITATION	PORTABLES	155.00	None
301-901-950-000	CONSTRUCTION PORTABLES I24	TURNER SANITATION	PORTABLES	125.00	None
301-901-950-000	MDOT FENCE REPAIR/REPLACEM	MICKEY'S CONSTRUCTION LLC	LUMBER YARD SECOND DRAW AND MDOT FENC	12,000.00	None
301-901-950-000	SURVEYING LUMBERYARD	PEA GROUP		14,500.00	None
			Total Department 901 CAPITAL OUTLAY	26,780.00	
			Total Fund 301 DOWNTOWN DEV BOND PROJECT 2023	26,780.00	
Fund: 490 SEWER CAPITAL IMPROVEMENT FUND					
Department: 548 SEWER ACTIVITIES					
490-548-801-000	MARCH	NOWAK & FRAUS ENGINEERS	N434 SANITARY SEWER PUMP STATION MARC	687.50	None

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Department: 548 SEWER ACTIVITIES					
490-548-801-000	APRIL	NOWAK & FRAUS ENGINEERS	N434 SANITARY SEWER PUMP STATION MARC	625.00	None
			Total Department 548 SEWER ACTIVITIES	1,312.50	
			Total Fund 490 SEWER CAPITAL IMPROVEMENT FUND	1,312.50	
Fund: 592 WATER AND SEWER FUND					
Department: 000 REVENUE					
592-000-275-000	034-RSEWRBASE	AUSTERMANN, HANS	UB refund for account: 089-3460	416.53	None
592-000-275-000	064-BASE WATER	AUSTERMANN, HANS	UB refund for account: 089-3460	336.64	None
592-000-275-000	075-READYTOSER	AUSTERMANN, HANS	UB refund for account: 089-3460	336.64	None
592-000-275-000	075-READYTOSER	AUSTERMANN, HANS	UB refund for account: 089-3460	33.67	None
			Total Department 000 REVENUE	1,123.48	
Department: 548 SEWER ACTIVITIES					
592-548-801-000	APRIL 2025	GREAT LAKES WATER AUTHORIT	INDUSTRIAL SPECIFIC RETAIL APRIL 2025	840.72	None
592-548-801-000	N885 ENGINEERING DESIGN 25	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU MARCH AP	1,331.25	None
			Total Department 548 SEWER ACTIVITIES	2,171.97	
Department: 556 WATER ACTIVITIES					
592-556-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS MAY 2025	848.11	None
592-556-801-000	N885 ENGINEERING DESIGN 25	NOWAK & FRAUS ENGINEERS	N885 ENGINEERING DESIGN THRU MARCH AP	1,331.25	None
			Total Department 556 WATER ACTIVITIES	2,179.36	
			Total Fund 592 WATER AND SEWER FUND	5,474.81	

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--- TOTALS BY FUND ---					
		101	GENERAL FUND	32,043.16	
		202	MAJOR STREET FUND	2,892.76	
		203	LOCAL STREET FUND	4,581.76	
		207	POLICE FUND	20,053.54	
		225	DEPT OF PUBLIC WORKS FUND	9,554.12	
		248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	103,600.74	
		301	DOWNTOWN DEV BOND PROJECT 2023	26,780.00	
		490	SEWER CAPITAL IMPROVEMENT FUND	1,312.50	
		592	WATER AND SEWER FUND	5,474.81	
		Total For All Funds:		206,293.39	

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC Confirmation of Emergency Engineering Services Purchase and Budget Amendment - Oak Lane, Flint Street, and Green's Park Seawalls

BACKGROUND BRIEF:

Village Council is scheduled to confirm the Village Manager's emergency purchase of engineering services to address seawall issues along Village owned property on Lake Orion. Portions of seawalls at the end of Oak Lane and lFlint Street and in Green's Park need attention. The most critical issue is the failing seawall at the end of Oak Lane adjacent to one of the Village's sanitary sewer pump stations. This pump station is scheduled to be upgraded over the next few months, and it is imperative that repairs be made to the seawall as soon as possible. Village Manager McClary signed an emergency authorization for the Village Engineer's to commence engineering inspections and evaluations and preparation of EGLE permit applications as needed. Additional engineering work for these projects will be required..

Attached is the Village Engineer's scope of work and Manager's authorization to proceed.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

The Village Manager recommends amending the General Fund budget to provide a supplemental appropriation of $10,000 for the emergency engineering services covered under the May 14, 2025,engineering proposal. Additional scopes of work and costs will be submitted as they become available.

RECOMMENDED MOTION:

#1 - To approve a budget amendment to Account 101-880-806-000 to increase the appropriation to the account from $10,000 to $20,000 to provide a supplemental appropriation for engineering services related to site inspections for Oak Lane, Flint Street, and Green's Park seawalls and preparation of an EGLE permit application for the Oak Lane seawall repairs.

#2 – To confirm and approve the Village Manager's emergency purchase of engineering services from Nowak & Fraus Engineers in accordance with their proposal dated May 14, 2025, to perform site inspectons for Oak Lane, Flint Street, and Green's Park seawalls and preparation of an EGLE permit application for the Oak Lane seawall repairs.

VILLAGE OF LAKE ORION, MICHIGAN

BUDGET ADJUSTMENT WORKSHEET

FISCAL YEAR: 2024-25
FUND: General
DEPT: Contractual Services
REQUESTED BY: D McClary
DATE: 5/23/2025
AMENDMENT # BA-2025-101-880-02

ACCT #	ACCT NAME	ADOPTED	AMENDED	REVENUE CHANGE	EXPENDITURE CHANGE	NEW AMENDED BUDGET	REASON
101-880-806-000	Engineering Services	10,000	10,000		10,000	20,000	Supplemental appropriation for Lane, Flint, and Green's Park seawalls inspection and Lane St EGLE permit application
NET CHANGE IN BUDGET:				0	10,000		

Approved by Village Manager: _____ Date: _____

Approved by Village Council: _____ Date: _____

NF ENGINEERS
Civil Engineers | Land Surveyors | Land Planners | Geospatial Engineers
48680 Van Dyke, Ste 200 Shelby Twp, MI 48317 | P: 844-416-3364 | www.nfe-engr.com

May 14, 2025

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

RE: Lake Orion Failing Seawalls
Oak Lane, Flint Street, Greens Park
Village of Lake Orion, T4N, R10E

Dear Mr. McClary:

Nowak & Fraus Engineers (NFE) appreciates the opportunity to submit our proposal for Professional Land Surveying and Civil Engineering services relative to the above referenced project. Please find detailed below a breakdown of our anticipated scope of services and associated fees.

Understanding of Project: Our office received a request from DPW Director Wesley Sanchez to view three locations of failing seawalls in the Village.

Engineering Services:

- General: NFE viewed the sites and discussed the sites with Mr. Sanchez. Because any work within Lake Orion requires approval from the Michigan Department of Environment, Great Lakes and Energy (EGLE), we recommended discussion with them prior to proceeding any further.
- Permitting: Permitting from EGLE is required for any work within or adjacent to Lake Orion. Sea wall replacement requires compliance with EGLE Minor Permit Category 42, Replacement of Existing Seawalls.
- Construction Plans / Bidding / Construction Administration: NFE has requested direction in this phase of the project. A separate proposal can be prepared once direction is given, or NFE can proceed on a time and materials basis.

Based on the above, we have developed the following scope of work and associated fees relative to the development of the project:

Fees for Services:

1. **General Services – All three sites**
   NFE visited the sites to view the sea wall failures, as requested. On site, it was determined that each seawall should be replaced, and a summary and request was compiled for

submittal to EGLE. The required procedure through EGLE consists of requesting a pre-application meeting, which was facilitated and attended by NFE. All three sites were visited and direction was provided for Oak Lane. This phase may still be ongoing because a course of action for the Flint Street Seawall and the Green's Park Seawall are yet to be determined.

Time and Materials Fee according to Lake Orion Fee Schedule – Current accumulation of hours - $1,350

2. **Oak Lane Seawall Adjacent to LO-10 EGLE Permit**

The Oak Lane seawall replacement is of an urgent nature because of the impending construction at pump station LO-10. This was discussed at the pre-application meeting with EGLE and direction for permit application was given by EGLE. Requirements for the Minor Permit (MP) were discussed, as well as an acceptable Best Management Practice (BMP) to facilitate permitting. **No topographic survey was or will be performed**, and drawings will be provided based on aerial photography, and information that can be obtained from Hubbell, Roth and Clark from their construction plans for the LO-10 pump station upgrades. This phase is only for the preparation of an EGLE / USACE Joint permit application and associated drawings, and no construction drawings or specifications are included in this phase.

Lump Sum Fee: $6,900.00

3. **Construction Plans / Specifications / Bidding / Construction Services – Oak Lane Seawall adjacent to LO-10**

NFE has not been given clear direction regarding the preparation of plans, specifications and bidding documents for this phase of the project. The EGLE permit drawings are sufficient for quotes similar to other sea wall projects, but detail is not provided, nor are contract documents prepared. NFE can provide a proposal for this phase once clear direction is provided. Inquiries regarding this phase will be invoiced on a time and material basis until that time.

Time and Materials fee based on Lake Orion Hourly Rate Schedule

4. **Reimbursable Expenses**

Reimbursable expenses, meeting attendance, etc., required by the project will be invoiced based on time and materials in accordance with our Village of Lake Orion hourly rate schedule. Fees for the Pre-application meeting and EGLE permit have been paid by NFE and will be invoiced as a reimbursable expense.

Budget: Permit / Preapplication Fees: $255 (Preapplication), $102 (Permit Application)
Meetings: Time and Materials based on Lake Orion Hourly Rate Schedule

SCOPE CLARIFICATIONS AND EXCLUSIONS:

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

Excluded Services: The following services are not included in this proposal and will be performed if necessary based upon a future proposal to be provided at time of necessity - geotechnical work / soil borings, structural design service including retaining walls, environmental testing investigations or materials testing. We have a pool of outside consultants that we rely on for those services and will facilitate these services if necessary.

ACCEPTANCE & AUTHORIZATION TO PROCEED:

Provided this proposal meets with your approval, please sign, date and return a copy of this Work Authorization to our office. Receipt of your signed Work Authorization will serve as our authorization to proceed. The above Proposal is valid if accepted within 30 days of its receipt.

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

Sincerely,

Nowak & Fraus Engineers

Carol P. Thurber, PE, CFM
Principal

Dated: 5/14/2025

Accepted and Approved By:

(Signature)

Darwin D. P. McClary, Village Manager May 15, 2025
(Printed Name and Title) (Date)

Emergency purchase - to be submitted to Council on 5/27/25 for confirmation

Enclosure: Village of Lake Orion Discounted Fee Schedule

Cc: Wesley Sanchez, DPW Director

Village of Lake Orion

2021 DISCOUNTED FEE SCHEDULE

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

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

Reimbursable Expenses:

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

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

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

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC Budget Amendment-Sewer Capital Improvement fund

BACKGROUND BRIEF: Administration is requesting Council to approve the budget amendment BA-2025-490-02 for the Sewer Capital Improvement fund (490) as attached and recommended by Clerk/Treasurer Stout. The total amount of budget amendments is $4,715 which will be pulled from fund balances to cover costs associated with the Sewer Capital Improvement fund.

RECOMMENDED MOTION: Approve the budget amendment BA-2025-490-002 as presented by administration.

VILLAGE OF LAKE ORION, MICHIGAN

BUDGET ADJUSTMENT WORKSHEET

FISCAL YEAR: 2024-2025
FUND: 490-Sewer capital improvement fund
DEPT:
REQUESTED BY: Stouts
DATE: 2025.05.22
AMENDMENT # BA-2025-490-002

ACCT #	ACCT NAME	ADOPTED	AMENDED	REVENUE CHANGE	EXPENDITURE CHANGE	NEW AMENDED BUDGET	REASON
490-548-801-000	Contractual Services	85,285	85,285		4,715	90,000	Increasing expenditure. Fund balance
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
						0	
NET CHANGE IN BUDGET:				0	4,715		

Approved by Village Manager: _____ Date: _____

Approved by Village Council: _____ Date: _____

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC Village Manager Performance Evaluation Result and Compensation Review

BACKGROUND BRIEF:

Village Council is scheduled to make a formal determination on the results of the Village Manager's annual performance evaluation and to establish an ad hoc committee comprising three (3) council members to work with the Village Manager to review the Manager's compensation and benefits for the purpose of recommending to the Village Council compensation adjustments for the ensuing fiscal year.

SUMMARY OF PREVIOUS COUNCIL ACTION:

05/12/2025 – Village Council completed the evaluation of the Village Manager's performance with a performance evaluation rating of "GOOD PERFORMANCE".

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

#1 – To determine on the record, after completion of the Village Manager's annual performance evaluation on May 12, 2025, that the Village Manager's job performance was rated "GOOD PERFORMANCE"..

#2 – To establish an ad hoc Village Manager Compensation Review Committee of the Village Council comprising the following three council members members _____, _____, and _____ for the purpose of working with the Village Manager to review the compensation and fringe benefits provisions of the Village Manager and to make a recommendation to the Village Council on adjustments to the same for the period of July 1, 2025, to June 30, 2026, with the work of the committee to be completed and recommendation submitted no later than the Village Council's June 23, 2025, regular meeting.

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC Adoption of FY 2025-26 Budget and Millage Rates

BACKGROUND BRIEF:

Village Council is scheduled to adopt the Village of Lake Orion FY 2025-26 Budget and millage rates.

The Village Council held three work sessions in April to review and consider modifications to the draft budget. The changes made by the Council are reflected in the final proposed budget. On May 12, 2025, the Village Council held a public hearing on the proposed budget and millage rates and requested changes to the budget to reflect agreement between the Village and DDA budgets regarding service agreement fees. The Village and DDA have reached tentative agreement on the fees for services, and the proposed budgets have been revised to reflect those amounts.

The proposed budget includes $11,320,376 in total revenues for all funds and $13,580,942 in total expenditures. The Village's taxable value for the ensuing fiscal year will be $189,182,040. After DDA capture, the Village's net taxable value is estimated at $154,702,530. The Village is proposing to levy 9.7844 mils for Charter general operating purposes, 2.6155 mils for police operations, and 0.2315 mils under the voter-approved Headlee override millage also for police operations. The total millage rate will remain unchanged from Fiscal Year 2024-25.

Attached is the proposed FY 2025-26 General Appropriations Act resolution.

SUMMARY OF PREVIOUS COUNCIL ACTION:

05/12/2025 – Council held a public hearing on the proposed FY 2025-26 budget and requested changes to the DDA service fees prior to final adoption.

FINANCIAL IMPACT:

Please refer to the attached General Appropriations Act resolution and proposed budget for detail.

RECOMMENDED MOTION:

To adopt the FY 2025-26 General Appropriations Act resolution which approves the FY 2025-26 Budget for the Village of Lake Orion and adopts the FY 2025-26 general operating, police operating, and Headlee override millage rates.

BUDGET ADOPTION RESOLUTION

VILLAGE OF LAKE ORION
COUNTY OF OAKLAND
STATE OF MICHIGAN

GENERAL APPROPRIATIONS ACT RESOLUTION

A RESOLUTION PROVIDING FOR THE GENERAL APPROPRIATIONS OF THE VILLAGE AND ADOPTING THE FISCAL YEAR 2025-26 BUDGET AND OPERATING TAX LEVIES PURSUANT TO THE MICHIGAN UNIFORM BUDGETING AND ACCOUNTING ACT AND VILLAGE CHARTER AND AUTHORIZING CERTAIN TRANSFERS BETWEEN BUDGET ACTIVITIES.

INTRODUCED BY: _____ SUPPORTED BY: _____

WHEREAS, a Proposed Budget for the Fiscal Year 2025-26 (July 1, 2025, through June 30, 2026) has been presented by the Village Manager to the Lake Orion Village Council, and

WHEREAS, the requirements of the Charter of the Village of Lake Orion, Section 8.4, Budget Hearing, the requirements of the Uniform Budgeting and Accounting Act, Public Act No. 2 of Public Acts of 1968, as amended, the requirements of Section 2 of Act No. 43 of the Second Extra Session of 1963, Section 141.412 of MCL, have been met through publication of notices on April 24, 2025, on the Village of Lake Orion web site and in the Lake Orion Review newspaper on April 30, 2025, and through the holding of a Public Hearing on the proposed budget and tax millage rates on May 12, 2025; and

WHEREAS, this Budget includes wage adjustments for administrative employees, seasonal employees, and represented employees.

NOW, THEREFORE, BE IT RESOLVED: That the Proposed Budget, including wage adjustments for Fiscal Year 2025-26, allocating funds required for municipal purposes during Fiscal Year 2025-26, and providing for a Charter tax rate general operating levy, voted police operating levy, and voted Headlee override levy upon real and personal property for municipal purposes within the jurisdiction at the

BUDGET INTRODUCTION

Charter tax rate of 9.7844 mils, 2.6155 mils, and 0.2315 mils respectively per $1,000 of Taxable Valuation of $189,182,040 in said Village of Lake Orion and setting forth the amount appropriated by the Village Council to defray the expenditures and meet the liabilities of the Village of Lake Orion in said Fiscal Year, and setting forth a statement of estimated revenues and expenditures in each fund for said Fiscal Year, is hereby adopted as follows:

FUND	BEGINNING FUND BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE
General	1,293,671	2,442,177	2,523,698	1,212,150
Cemetery Trust Fund	294,539	18,500	0	313,039
Major Streets	553,311	258,830	235,778	576,363
Local Streets	53,700	179,642	167,391	65,951
Police	85,632	1,179,939	1,179,838	85,733
Public Works	150,064	593,910	619,878	124,096
Parking Meter/ System	10,858	0	0	10,858
Sewer Debt Service Fund	0	304,667	304,667	0
Capital Projects	2,482	185,000	185,000	2,482
Sewer Capital Improvement Fund	2,396,331	3,122,288	5,518,619	0
Water & Sewer	6,298,139	3,035,423	2,846,073	6,487,489
Escrow	0	0	0	0
OPEB Trust	255,063	0	0	255,063
TOTALS:		**11,320,376**	**13,580,942**	

BUDGET INTRODUCTION

Note: Some of the above Funds may be using Carry Forward Funds from the previous Fiscal Year to cover current Fiscal Year's expenditures; and

BE IT FURTHER RESOLVED: That the budgets indicated above will be the "activity" type with the following stipulations:

1. Transfers between line items within an activity may be made by the Village Finance Director/Treasurer with the approval of the Village Manager.
2. Any other transfers will be made only with the approval of the Village Council.
3. All appropriation transfers between activities will be made only with prior approval, as prescribed in the Uniform Budgeting and Accounting Act.

Seconded by Council Member Van Portfliet.

Ayes:
Nays:
Absent:

Resolution declared adopted.

I, Sonja Stout, Clerk of the Village of Lake Orion, do hereby certify that the foregoing is a true and complete copy of a Resolution, duly adopted by the Village Council of the Village of Lake Orion at its Regular Meeting held on the 12th day of May 2025.

_____
Sonja Stout, Village Clerk

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	DEPT. 25-26 REQUESTED	MGR 25-26 APPROVED
Fund: 101 GENERAL FUND								
Department: 000 REVENUE								
101-000-402-000	Current Real Property Taxes	1,189,194	1,261,205	1,457,768	1,393,709	1,377,768	1,539,624	1,513,672
101-000-405-000	Property Tax - Personal	27,780	37,316	0	38,582	39,000	0	0
101-000-406-000	In Lieu of Taxes	37,032	51,621	0	40,716	41,000	0	0
101-000-412-000	Property Tax - DPPT P/Y & C/Y	75	7	0	0	0	0	0
101-000-439-000	State Gramt-Adult Use Marijua	51,933	59,333	50,000	58,452	58,229	50,000	50,000
101-000-441-000	Local Community Stabilization	1,231	0	1,000	1,430	1,430	1,000	1,000
101-000-445-000	Penalties & Interest on Taxes	1,560	3,581	3,000	3,511	4,000	3,000	3,000
101-000-476-000	Buisness Licenses and Permits	10,000	10,000	10,000	5,000	5,000	5,000	5,000
101-000-574-000	State Grants- State Shared Re	329,849	228,220	330,000	226,836	330,000	330,000	330,000
101-000-576-000	METRO (Act 48) Revenue	11,134	0	10,000	0	10,000	10,000	10,000
101-000-607-000	Fees	7,726	145,210	10,000	17,700	18,000	10,000	10,000
101-000-640-000	Garbage Collection Fees	260,809	149,201	262,495	203,586	262,495	271,719	271,719
101-000-653-000	Park Fees	14,636	10,281	12,000	10,635	12,000	12,000	12,000
101-000-655-000	Boat Dock Pass Fees	12,750	8,850	20,000	9,750	15,000	15,000	15,000
101-000-664-000	Interest Earnings	9,209	12,791	5,000	23,099	25,000	15,000	15,000
101-000-675-000	Donations	27,050	10	0	0	0	0	0
101-000-676-248	Reimbursment - Admin Fee - DD	70,000	58,333	70,000	70,000	70,000	87,550	62,643
101-000-676-592	Reimbursment -Admin Fee - W&S	116,700	101,140	127,470	95,603	127,470	131,295	131,295
101-000-679-000	Reimbursements-Worker's Comp	0	0	0	6,835	6,835	0	0
101-000-682-000	Reimbursement-CDBG	0	49,089	9,000	0	0	9,348	9,348
101-000-683-000	Reimbursements-Other	0	17	0	0	0	0	0
101-000-689-000	Reimburse Insurance Dividends	6,722	5,896	5,000	6,070	6,100	0	0
101-000-694-000	Miscellaneous	8,698	(751)	2,500	12,903	13,000	2,500	2,500
Total Department 000:		2,194,088	2,191,350	2,385,233	2,224,417	2,422,327	2,493,036	2,442,177

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 101 GENERAL FUND								
Department: 101 VILLAGE COUNCIL								
101-101-701-000	Wages	1,811	1,114	2,500	704	2,500	2,620	2,620
101-101-715-000	Social Security	77	87	192	54	192	201	201
101-101-956-000	Dues & Miscellaneous	113	0	0	0	0	0	0
101-101-957-000	Education & Training	1,091	0	2,100	392	1,000	3,500	3,500
101-101-960-000	Mileage	0	0	700	0	200	700	700
Total Department 101:		(3,092)	(1,201)	(5,492)	(1,150)	(3,892)	(7,021)	(7,021)

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 101 GENERAL FUND								
Department: 171 VILLAGE MANAGER								
101-171-701-000	Wages	110,752	80,721	95,500	84,493	97,200	101,320	101,320
101-171-715-000	Social Security	8,857	6,683	7,914	7,014	8,044	8,388	8,388
101-171-716-000	Health Insurance- Medical	6,120	4,510	8,404	6,303	8,404	9,245	9,245
101-171-717-000	Life & Disability Insurance	825	833	1,077	967	1,077	1,131	1,131
101-171-718-000	Dental Insurance	345	2	0	0	0	0	0
101-171-719-000	Pension	8,569	11,928	23,875	22,490	23,875	24,830	24,830
101-171-721-000	Vision Care	64	9	0	0	0	0	0
101-171-956-000	Dues & Miscellaneous	1,227	1,105	1,650	1,096	1,100	1,700	1,700
101-171-957-000	Education & Training	805	1,184	4,000	865	1,000	4,000	4,000
101-171-960-000	Mileage	0	4,920	7,944	7,119	7,944	8,335	8,335
101-171-977-000	Capital Outlay	0	0	1,000	0	2,000	0	0
Total Department 171:		(137,564)	(111,895)	(151,364)	(130,347)	(150,644)	(158,949)	(158,949)

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 101 GENERAL FUND								
Department: 215 VILLAGE CLERK								
101-215-701-000	Deputy Clerk/Treasurer	65,823	57,710	65,100	57,526	65,100	67,704	67,704
101-215-715-000	Social Security	5,035	4,415	5,655	4,401	5,655	5,180	5,180
101-215-716-000	Health Insurance- Medical	10,041	5,598	8,820	8,005	8,820	9,518	9,518
101-215-717-000	Life & Disability Insurance	646	305	848	743	848	810	810
101-215-718-000	Dental Insurance	475	265	981	934	981	1,130	1,130
101-215-719-000	Pension	5,555	3,688	6,510	5,494	6,510	6,771	6,771
101-215-721-000	Vision Care	99	55	131	98	131	136	136
101-215-727-000	Supplies	160	377	450	17	450	100	100
101-215-727-001	Election Supplies	0	15,632	0	0	0	0	0
101-215-801-000	Contractual Services	4,811	7,249	25,000	1,521	15,000	26,000	26,000
101-215-900-000	Printing and Publication	1,706	941	4,200	2,634	4,200	4,000	4,000
101-215-956-000	Dues & Miscellaneous	0	84	1,000	589	1,000	1,040	1,040
101-215-957-000	Education & Training	0	0	2,300	1,288	2,300	2,600	2,600
101-215-960-000	Mileage	0	0	700	612	700	700	700
Total Department 215:		(94,351)	(96,319)	(121,695)	(83,862)	(111,695)	(125,689)	(125,689)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	DEPT. REQUESTED	MGR APPROVED
Fund: 101 GENERAL FUND								
Department: 228 Information Technology								
101-228-801-000	Contractual Services	29,636	30,586	96,666	87,509	93,666	45,108	45,108
101-228-931-000	Repair & Maintenance-Equipmen	0	2,535	1,620	0	3,120	4,000	4,000
101-228-957-000	Education & Training	0	0	1,500	0	3,000	5,000	5,000
Total Department 228:		(29,636)	(33,121)	(99,786)	(87,509)	(99,786)	(54,108)	(54,108)

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 101 GENERAL FUND								
Department: 253 FINANCE TREASURY								
101-253-701-000	Clerk/Treasurer Wages	48,568	55,999	78,225	69,179	78,225	81,354	81,354
101-253-702-000	Wages Part Time	50,235	51,210	63,806	59,023	63,806	66,358	66,358
101-253-715-000	Social Security	7,202	8,201	10,473	9,807	10,473	10,892	10,892
101-253-716-000	Health Insurance- Medical	0	4,500	8,240	6,180	8,240	8,240	8,240
101-253-717-000	Life & Disability Insurance	709	1,052	1,214	1,116	1,214	1,058	1,058
101-253-718-000	Dental Insurance	266	474	1,025	895	1,025	1,125	1,125
101-253-719-000	Pension	0	3,317	7,855	7,252	7,855	8,136	8,136
101-253-721-000	Vision Care	56	98	131	98	131	118	118
101-253-801-000	Contractual Services	9,600	190	8,750	730	8,750	10,000	24,000
101-253-956-000	Dues & Miscellaneous	0	99	500	199	500	200	200
101-253-957-000	Education & Training	295	1,303	3,600	3,451	3,600	3,744	3,744
101-253-960-000	Mileage	0	88	500	344	500	520	520
Total Department 253:		(116,931)	(126,531)	(184,319)	(158,274)	(184,319)	(191,745)	(205,745)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 101 GENERAL FUND								
Department: 255 COMMUNITY DEVELOPMENT								
101-255-975-001	Sidewalks	0	0	9,000	0	0	9,348	9,348
101-255-975-004	Meeks Park Bridge Project	105,265	0	0	0	0	0	0
Total Department 255:		(105,265)	0	(9,000)	0	0	(9,348)	(9,348)

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 101 GENERAL FUND								
Department: 260 GENERAL ACTIVITIES								
101-260-701-000	Wages	42,501	38,567	41,346	28,932	36,000	46,120	46,120
101-260-701-019	COVID 19 PAYROLL	2,360	0	0	0	0	0	0
101-260-702-000	Wages Part Time	13,575	7,429	651	231	2,000	0	0
101-260-715-000	Social Security	4,352	3,389	4,810	2,039	2,907	3,530	3,530
101-260-716-000	Health Insurance- Medical	8,508	8,316	10,375	8,574	10,375	9,546	9,546
101-260-716-001	Health Insurance-Retirees	10,904	9,457	13,728	9,638	13,728	14,277	14,277
101-260-716-002	Retiree Health 115 Trust	10,000	0	10,000	0	10,000	10,000	10,000
101-260-717-000	Life & Disability Insurance	795	601	881	683	881	732	732
101-260-718-000	Dental Insurance	475	436	718	488	718	643	643
101-260-719-000	Pension	89,200	76,797	90,610	79,041	90,610	92,400	92,400
101-260-721-000	Vision Care	99	91	129	98	129	118	118
101-260-722-000	Worker's Comp. Insurance	5,240	1,548	4,371	1,303	2,000	4,500	4,500
101-260-722-001	Workers Comp-Elected/Lifeguar	79	0	104	73	104	100	100
101-260-727-000	Supplies	9,698	5,278	9,149	5,918	7,000	9,515	9,515
101-260-727-019	OFFICE SUPPLIES-COVID	90	0	0	0	0	0	0
101-260-728-000	Cleaning Supplies	1,036	545	1,300	1,203	1,300	1,352	1,352
101-260-729-000	Postage	2,516	2,027	6,200	6,042	7,000	5,408	5,408
101-260-730-000	Copier Lease	6,467	4,592	7,000	5,811	7,000	7,280	7,280
101-260-801-000	Contractual Services	162	228	300	0	300	312	312
101-260-823-000	Website/Software	4,357	4,755	1,000	469	1,000	1,040	1,040
101-260-830-000	Solid Waste Collection	223,559	189,543	262,495	239,857	262,495	272,995	271,719
101-260-851-000	Telephone	8,343	6,664	8,000	6,139	8,000	9,360	9,360
101-260-900-000	Printing and Publication	313	273	500	346	500	520	520
101-260-920-000	Utilities	29,009	20,223	30,000	26,899	30,000	31,200	31,200
101-260-921-000	Municipal Street Lighting	41,399	35,140	52,000	42,078	47,000	43,680	43,680
101-260-930-000	Repair and Maintenance	21,460	12,881	25,875	24,764	25,875	26,910	26,910
101-260-930-001	Building Renovation	0	4,509	60,000	0	60,000	62,400	0
101-260-931-000	Repair & Maintenance-Equipmen	2,630	2,181	2,600	544	2,600	2,704	2,704
101-260-956-000	Dues & Miscellaneous	5,693	11,908	14,000	6,150	7,000	14,560	14,560
101-260-977-000	Capital Outlay	0	1,341	10,700	7,070	10,700	11,128	0
Total Department 260:		(544,820)	(448,719)	(668,842)	(504,390)	(647,222)	(682,330)	(607,526)

BUDGET REPORT FOR VILLAGE OF LAKE ORION
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GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 101 GENERAL FUND								
Department: 721 PLANNING AND ZONING								
101-721-702-000	Wages Part Time	222	228	1,100	130	500	0	0
101-721-715-000	Social Security	17	17	85	8	39	0	0
101-721-726-000	Supplies	33	48	200	0	100	200	200
101-721-801-000	Contractual Services	940	2,055	2,000	1,395	2,000	1,800	1,800
101-721-829-000	Planner Services	40,923	37,385	47,250	35,513	47,250	39,312	39,312
101-721-832-001	Planner-Other Services	0	1,500	26,000	11,898	26,000	21,320	21,320
101-721-840-000	Planner - Retainer	8,900	8,850	12,000	10,050	12,000	16,392	16,392
101-721-957-000	Education & Training	0	0	4,000	0	4,000	4,000	4,000
Total Department 721:		(51,035)	(50,083)	(92,635)	(58,994)	(91,889)	(83,024)	(83,024)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 101 GENERAL FUND								
Department: 751 PARKS AND RECREATION								
101-751-702-001	Overtime Wages	153	0	300	0	300	300	300
101-751-708-000	Wages - Lifeguards	20,860	17,623	22,712	16,802	22,712	33,200	33,200
101-751-715-000	Social Security	1,608	1,348	1,761	1,285	1,761	2,540	2,540
101-751-726-000	Supplies	685	593	2,000	509	2,000	2,000	2,000
101-751-801-000	Contractual Services	2,672	866	3,000	511	1,000	1,500	1,500
101-751-806-000	Engineering	0	0	3,000	0	0	1,500	1,500
101-751-920-000	Utilities	781	1,075	1,200	960	1,200	1,500	1,500
101-751-931-000	Repair/Maint - Equipment	405	359	1,000	525	1,000	1,000	1,000
101-751-932-000	Repair/Maint - Grounds	41,271	5,694	6,000	1,976	6,000	6,000	6,000
101-751-977-000	Capital Outlay	13,943	1,443	7,757	817	0	12,757	12,757
Total Department 751:		(82,378)	(29,001)	(48,730)	(23,385)	(35,973)	(62,297)	(62,297)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 101 GENERAL FUND								
Department: 851 INSURANCE AND BONDS								
101-851-911-000	Insurance Coverage	67,872	70,143	74,000	70,277	70,277	73,791	73,791
Total Department 851:		(67,872)	(70,143)	(74,000)	(70,277)	(70,277)	(73,791)	(73,791)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 101 GENERAL FUND								
Department: 880 CONTRACT SERV - LEAGAL/ACCTING/ENGINEER								
101-880-801-000	Contractual Services	150	243	0	0	0	0	0
101-880-805-000	Audit Fees	3,448	4,861	5,100	1,019	1,019	2,000	2,000
101-880-806-000	Engineering	20,515	14,799	10,000	9,316	10,000	10,000	10,000
101-880-811-000	Legal Services - Other	70,599	16,862	40,000	23,258	31,000	40,000	40,000
101-880-812-000	Legal Services - Labor	116	0	5,624	305	500	10,000	10,000
101-880-814-000	OPEB Valuation	3,800	1,200	4,000	4,000	4,000	4,200	4,200
Total Department 880:		(98,628)	(37,965)	(64,724)	(37,898)	(46,519)	(66,200)	(66,200)

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 101 GENERAL FUND								
Department: 964 TRANSFERS OUT								
101-964-965-125	Transfers DPW	450,000	375,000	450,000	412,500	400,000	430,000	430,000
101-964-965-207	Transfers Police	331,000	343,330	400,000	366,663	564,000	400,000	500,000
101-964-965-401	Transfer to Capital Imp Fund	7,695	0	0	0	0	0	140,000
Total Department 964:		(788,695)	(718,330)	(850,000)	(779,163)	(964,000)	(830,000)	(1,070,000)
Fund 101 - GENERAL FUND:								
TOTAL ESTIMATED REVENUES		2,194,088	2,191,350	2,385,233	2,224,417	2,422,327	2,493,036	2,442,177
TOTAL APPROPRIATIONS		2,120,267	1,723,308	2,370,587	1,935,249	2,406,216	2,344,502	2,523,698
NET OF REVENUES & APPROPRIATIONS:		73,821	468,042	14,646	289,168	16,111	148,534	(81,521)
BEG. FUND BALANCE		791,075	864,896	1,279,025	1,279,025	1,279,025	1,295,136	1,295,136
FUND BALANCE ADJUSTMENTS		0	(41,106)		0			
END FUND BALANCE		864,896	1,291,832	1,293,671	1,568,193	1,295,136	1,443,670	1,213,615

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 151 CEMETERY TRUST FUND								
Department: 000 REVENUE								
151-000-643-000	Lot Sales	17,400	7,700	17,000	12,490	15,327	16,000	16,000
151-000-664-000	Interest Earned	1,351	1,560	1,000	3,356	3,690	2,500	2,500
151-000-664-001	Interest - Interfund Advances	3,665	3,253	0	2,829	0	0	0
151-000-694-000	Miscellaneous	10,164	0	0	0	0	0	0
Total Department 000:		32,580	12,513	18,000	18,675	19,017	18,500	18,500

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 151 CEMETERY TRUST FUND								
Department: 276 CEMETERY								
151-276-965-125	Transfer to DPW Fund	5,000	4,375	5,000	4,583	4,710	0	0
151-276-977-000	Capital Outlay	0	60,000	40,000	39,034	0	0	0
Total Department 276:		(5,000)	(64,375)	(45,000)	(43,617)	(4,710)	0	0
Fund 151 - CEMETERY TRUST FUND:								
TOTAL ESTIMATED REVENUES		32,580	12,513	18,000	18,675	19,017	18,500	18,500
TOTAL APPROPRIATIONS		5,000	64,375	45,000	43,617	4,710	0	0
NET OF REVENUES & APPROPRIATIONS:		27,580	(51,862)	(27,000)	(24,942)	14,307	18,500	18,500
BEG. FUND BALANCE		339,618	367,198	321,539	321,539	321,539	335,846	335,846
END FUND BALANCE		367,198	315,336	294,539	296,597	335,846	354,346	354,346

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 202 MAJOR STREET FUND								
Department: 000 REVENUE								
202-000-546-000	State Grant - Highway and Str	232,130	161,909	239,294	189,560	239,294	241,830	241,830
202-000-664-000	Interest Earnings	2,793	5,106	2,000	11,248	0	7,000	7,000
202-000-683-000	Reimbursements-Other	0	0	7,875	0	0	0	0
202-000-694-000	Miscellaneous	0	0	0	20,422	20,422	10,000	10,000
Total Department 000:		234,923	167,015	249,169	221,230	259,716	258,830	258,830

BUDGET REPORT FOR VILLAGE OF LAKE ORION
Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 202 MAJOR STREET FUND								
Department: 260	GENERAL ACTIVITIES							
202-260-722-000	Worker's Comp. Insurance	789	1,261	1,774	1,774	1,500	1,550	1,550
202-260-801-000	Contractual Services	0	5,356	10,000	7,408	10,000	10,000	10,000
202-260-805-000	Audit Fees	866	559	880	313	313	1,000	1,000
202-260-965-203	Transfer Out - Local Streets	70,000	56,667	78,000	62,333	78,000	75,000	75,000
Total Department 260:		(71,655)	(63,843)	(90,654)	(71,828)	(89,813)	(87,550)	(87,550)

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	DEPT. 25-26 REQUESTED	MGR 25-26 APPROVED
Fund: 202 MAJOR STREET FUND								
Department: 463	ROUTINE MAINTENANCE							
202-463-701-000	Wages	8,088	12,052	13,626	12,470	13,626	14,171	14,171
202-463-701-013	Overtime	433	566	1,005	505	1,000	1,201	1,201
202-463-715-000	Social Security	652	965	1,130	993	1,130	1,243	1,243
202-463-716-000	Health Insurance- Medical	2,042	3,091	3,200	3,594	3,200	3,520	3,520
202-463-717-000	Life & Disability Insurance	127	153	316	204	200	182	182
202-463-718-000	Dental Insurance	201	305	420	321	420	400	400
202-463-719-000	Pension	2,132	2,391	2,965	2,657	2,365	2,365	2,365
202-463-721-000	Vision Care	37	54	75	55	75	75	75
202-463-726-000	Supplies	536	1,059	1,400	178	2,000	2,000	2,000
202-463-801-000	Contractual Services	0	8,205	28,450	27,768	28,450	28,000	28,000
202-463-940-000	Equipment Rental	14,615	13,141	15,000	8,520	14,000	15,000	15,000
Total Department 463:		(28,863)	(41,982)	(67,587)	(57,265)	(66,466)	(68,157)	(68,157)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 202 MAJOR STREET FUND								
Department: 474	TRAFFIC SERVICES							
202-474-701-000	Wages	908	328	2,839	1,157	2,839	2,952	2,952
202-474-701-013	OVERTIME	0	0	315	0	315	327	327
202-474-715-000	Social Security	69	25	244	89	244	244	244
202-474-716-000	Health Insurance- Medical	120	79	1,050	183	500	500	500
202-474-717-000	Life & Disability Insurance	9	3	63	11	70	70	70
202-474-718-000	Dental Insurance	23	8	210	15	100	100	100
202-474-719-000	Pension	798	897	844	996	844	844	844
202-474-721-000	Vision Care	4	1	21	3	10	10	10
202-474-726-000	Supplies	2,090	1,467	6,000	1,121	6,000	6,000	6,000
202-474-801-000	Contractual Services	1,761	1,516	5,250	3,691	5,250	15,000	15,000
202-474-940-000	Equipment Rental	179	189	2,625	175	2,625	2,625	2,625
Total Department 474:		(5,961)	(4,513)	(19,461)	(7,441)	(18,797)	(28,672)	(28,672)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 202 MAJOR STREET FUND								
Department: 478	WINTER MAINTENANCE							
202-478-701-000	Wages	4,081	3,337	6,813	5,802	6,813	7,085	7,085
202-478-701-013	Overtime	2,284	1,669	6,615	3,342	6,615	6,879	6,879
202-478-715-000	Social Security	487	383	1,043	700	1,050	1,050	1,050
202-478-716-000	Health Insurance- Medical	1,375	479	2,100	1,224	2,100	2,100	2,100
202-478-717-000	Life & Disability Insurance	63	36	131	86	130	130	130
202-478-718-000	Dental Insurance	122	86	315	167	300	300	300
202-478-719-000	Pension	4,269	4,782	5,000	5,314	5,000	5,000	5,000
202-478-721-000	Vision Care	22	15	39	29	40	40	40
202-478-726-000	Supplies	13,071	6,296	13,230	9,697	13,200	13,200	13,200
202-478-940-000	Equipment Rental	6,898	4,114	6,615	11,958	6,615	6,615	6,615
202-478-977-000	Capital Outlay	0	29,352	16,820	0	0	5,000	5,000
Total Department 478:		(32,672)	(50,549)	(58,721)	(38,319)	(41,863)	(47,399)	(47,399)

BUDGET REPORT FOR VILLAGE OF LAKE ORION
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GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 202 MAJOR STREET FUND								
Department: 875 CONSTRUCTION								
202-875-806-000	Engineering	0	0	3,308	0	3,308	4,000	4,000
Total Department 875:		0	0	(3,308)	0	(3,308)	(4,000)	(4,000)
Fund 202 - MAJOR STREET FUND:								
TOTAL ESTIMATED REVENUES		234,923	167,015	249,169	221,230	259,716	258,830	258,830
TOTAL APPROPRIATIONS		139,151	160,887	239,731	174,853	220,247	235,778	235,778
NET OF REVENUES & APPROPRIATIONS:		95,772	6,128	9,438	46,377	39,469	23,052	23,052
BEG. FUND BALANCE		388,859	484,628	543,873	543,873	543,873	583,342	583,342
FUND BALANCE ADJUSTMENTS		0	2		0			
END FUND BALANCE		484,631	490,758	553,311	590,250	583,342	606,394	606,394

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 203 LOCAL STREET FUND								
Department: 000	REVENUE							
203-000-546-000	State Grant - Highway and Str	100,970	70,482	104,169	82,560	104,169	103,642	103,642
203-000-664-000	Interest Earnings	614	748	400	1,545	1,200	1,000	1,000
203-000-683-000	Reimbursements-Other	0	0	20,422	0	0	0	0
203-000-694-000	Miscellaneous	0	11,157	5,300	2,915	0	0	0
203-000-699-202	Interfund Transfer in - Major	70,000	56,667	78,000	62,333	78,000	75,000	75,000
Total Department 000:		171,584	139,054	208,291	149,353	183,369	179,642	179,642

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 203 LOCAL STREET FUND								
Department: 260	GENERAL ACTIVITIES							
203-260-722-000	Worker's Comp. Insurance	1,113	1,261	1,783	1,774	1,345	1,345	1,345
203-260-801-000	Contractual Services	0	1,253	20,500	6,111	16,000	10,000	10,000
203-260-805-000	Audit Fees	866	459	541	241	389	389	389
Total Department 260:		(1,979)	(2,973)	(22,824)	(8,126)	(17,734)	(11,734)	(11,734)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 203 LOCAL STREET FUND								
Department: 463	ROUTINE MAINTENANCE							
203-463-701-000	Wages	29,099	23,082	33,000	24,418	33,000	34,320	34,320
203-463-701-013	OVERTIME	2,310	750	6,064	797	3,000	3,000	3,000
203-463-715-000	Social Security	2,403	1,823	3,915	1,929	1,868	2,700	2,700
203-463-716-000	Health Insurance- Medical	6,766	6,195	8,085	5,845	5,852	7,000	7,000
203-463-717-000	Life & Disability Insurance	388	294	735	493	581	581	581
203-463-718-000	Dental Insurance	810	518	1,544	505	506	600	600
203-463-719-000	Pension	4,002	4,483	4,454	4,982	5,758	5,758	5,758
203-463-721-000	Vision Care	145	93	287	89	89	89	89
203-463-726-000	Supplies	605	581	1,300	636	1,027	1,027	1,027
203-463-801-000	Contractual Services	5,479	10,250	9,000	7,295	9,000	9,000	9,000
203-463-806-000	Engineering	0	150	0	0	0	0	0
203-463-940-000	Equipment Rental	26,350	21,416	20,000	21,880	17,543	17,543	17,543
Total Department 463:		(78,357)	(69,635)	(88,384)	(68,869)	(78,224)	(81,618)	(81,618)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 203 LOCAL STREET FUND								
Department: 474	TRAFFIC SERVICES							
203-474-701-000	Wages	944	680	5,408	1,698	5,000	5,000	5,000
203-474-701-013	Overtime	54	32	315	0	200	200	200
203-474-715-000	Social Security	76	55	439	130	43	43	43
203-474-716-000	Health Insurance- Medical	153	101	551	419	25	25	25
203-474-717-000	Life & Disability Insurance	11	3	66	22	10	40	40
203-474-718-000	Dental Insurance	13	6	110	33	12	25	25
203-474-719-000	Pension	1,066	1,196	1,861	1,329	1,536	1,536	1,536
203-474-721-000	Vision Care	2	1	17	6	2	2	2
203-474-726-000	Supplies	4,348	1,781	4,613	2,247	5,513	4,000	4,000
203-474-940-000	Equipment Rental	1,557	281	2,867	312	2,867	2,867	2,867
Total Department 474:		(8,224)	(4,136)	(16,247)	(6,196)	(15,208)	(13,738)	(13,738)

BUDGET REPORT FOR VILLAGE OF LAKE ORION
Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	DEPT.	25-26 REQUESTED	25-26 MGR APPROVED
Fund: 203 LOCAL STREET FUND									
Department: 478	WINTER MAINTENANCE								
203-478-701-000	Wages	14,819	8,316	14,763	7,585	8,984		15,354	15,354
203-478-701-013	Overtime	4,213	3,205	8,820	6,612	8,820		9,172	9,172
203-478-715-000	Social Security	1,456	881	1,651	1,086	1,651		1,600	1,600
203-478-716-000	Health Insurance- Medical	2,127	1,157	4,620	1,661	2,515		2,515	2,515
203-478-717-000	Life & Disability Insurance	138	66	243	127	190		190	190
203-478-718-000	Dental Insurance	234	126	331	194	293		293	293
203-478-719-000	Pension	5,070	5,679	6,095	6,311	6,800		6,800	6,800
203-478-721-000	Vision Care	42	23	66	34	51		51	51
203-478-726-000	Supplies	13,234	8,457	13,500	11,333	5,131		5,131	5,131
203-478-940-000	Equipment Rental	21,311	9,378	9,000	19,366	14,182		14,182	14,182
203-478-977-000	Capital Outlay	0	5,000	0	0	0		0	0
Total Department 478:		(62,644)	(42,288)	(59,089)	(54,309)	(48,617)		(55,288)	(55,288)

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 203 LOCAL STREET FUND								
Department: 875 CONSTRUCTION								
203-875-726-000	Supplies	0	0	0	8	13	13	13
203-875-977-000	Capital Outlay	0	0	100,000	99,287	99,006	5,000	5,000
Total Department 875:		0	0	(100,000)	(99,295)	(99,019)	(5,013)	(5,013)
Fund 203 - LOCAL STREET FUND:								
TOTAL ESTIMATED REVENUES		171,584	139,054	208,291	149,353	183,369	179,642	179,642
TOTAL APPROPRIATIONS		151,204	119,032	286,544	236,795	258,802	167,391	167,391
NET OF REVENUES & APPROPRIATIONS:		20,380	20,022	(78,253)	(87,442)	(75,433)	12,251	12,251
BEG. FUND BALANCE		63,125	83,507	131,953	131,953	131,953	56,520	56,520
FUND BALANCE ADJUSTMENTS		0	(1)		0			
END FUND BALANCE		83,505	103,528	53,700	44,511	56,520	68,771	68,771

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 207 POLICE FUND								
Department: 000 REVENUE								
207-000-404-001	Property Tax - Police Millage	332,231	387,027	421,967	409,522	421,967	443,000	440,439
207-000-451-000	Liquor License Fees	8,554	8,884	9,000	7,153	7,153	7,500	7,500
207-000-480-000	Services Provided - DDA	101,000	87,533	101,000	60,000	101,000	124,000	103,000
207-000-528-001	MCOLES ACADEMY GRANT	0	0	40,000	40,000	40,000	0	0
207-000-541-000	PA 302/32 MJTC Fund	1,116	1,614	1,000	1,320	1,320	1,500	1,500
207-000-564-100	PA 302 - Training	0	0	1,000	0	0	0	0
207-000-565-000	CPE LAW ENFORCEMENT	0	0	4,000	4,000	4,000	4,500	4,500
207-000-661-000	Parking Fines	1,445	2,571	0	60	0	3,000	3,000
207-000-662-000	Court Penal Fines	48,025	28,070	50,000	27,566	30,000	50,000	50,000
207-000-664-000	Interest Earnings	3,634	4,293	1,650	9,210	9,210	7,800	7,800
207-000-673-000	Gain/Loss on Sale of Assets	0	0	0	0	0	50,000	50,000
207-000-674-101	Transfer from General Fund	331,000	343,330	400,000	366,663	564,000	400,000	500,000
207-000-683-000	Reimbursements-Other	291	7,325	2,500	0	0	0	0
207-000-684-000	Reimburse - OUIL	4,359	0	4,000	0	0	0	0
207-000-694-000	Miscellaneous Revenue	6,748	3,340	7,300	5,703	5,703	6,000	6,000
207-000-694-001	DRIVING WHILE LIC SUSPENDED	1,883	150	200	175	175	200	200
207-000-694-002	POLICE FOIA FEE	0	0	0	75	150	1,000	1,000
207-000-694-003	CONTRACT OT REIMBURSEMENT	0	0	0	745	745	5,000	5,000
Total Department 000:		840,286	874,137	1,043,617	932,192	1,185,423	1,103,500	1,179,939

BUDGET REPORT FOR VILLAGE OF LAKE ORION
Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 207 POLICE FUND								
Department: 301 POLICE/SHERIFF/CONSTABLE								
207-301-701-000	Police Chief Wages	99,426	69,164	86,775	73,991	85,075	94,000	94,000
207-301-701-001	Wages Full time	240,763	107,186	244,241	212,012	243,691	340,000	340,000
207-301-701-013	FT Overtime	13,641	40,761	62,124	57,508	61,124	20,000	20,000
207-301-702-000	Wages Part Time	58,215	13,209	47,000	32,354	41,000	50,000	50,000
207-301-702-001	PT Overtime Wages	6,872	2,647	11,000	11,284	13,500	10,000	10,000
207-301-702-002	Wages Part Time Clerk	4,429	3,763	2,785	1,683	2,500	2,500	2,500
207-301-702-013	WAGES PART-TIME CLERK OVERTIM	0	2,393	500	73	200	200	200
207-301-703-000	Wages - Full-timeClerk	43,825	37,893	40,000	35,190	40,000	43,000	43,000
207-301-703-001	Overtime Clerk FT	47	218	500	71	250	1,000	1,000
207-301-709-000	Wages - Marine Unit	133	1,220	3,650	0	3,650	5,000	5,000
207-301-709-013	Marine Unit-Overtime	1,101	0	300	110	300	0	0
207-301-711-000	Wages - CMV Enforcement	760	381	0	0	0	0	0
207-301-712-000	Wages - Ordinance Enforcement	27,827	30,876	35,927	29,889	35,227	69,500	69,500
207-301-712-001	Overtime Code Enforcement	76	0	4,100	3,492	4,100	2,500	2,500
207-301-712-013	Overtime	0	923	0	0	0	0	0
207-301-713-000	WAGES-ACADEMY	0	0	29,000	25,440	29,000	0	0
207-301-713-001	CONTRACT OVERTIME	0	0	0	0	0	5,000	5,000
207-301-715-000	Social Security	37,014	23,511	43,938	36,957	43,000	44,000	44,000
207-301-716-000	Health Insurance- Medical	66,409	28,049	40,469	32,909	42,979	76,800	76,800
207-301-716-001	Health Insurance - Retired	12,151	23,911	32,000	29,377	37,500	26,220	26,220
207-301-717-000	Life & Disability Insurance	4,473	2,349	5,000	4,762	5,400	6,000	6,000
207-301-718-000	Dental Insurance	7,163	2,557	3,560	3,192	3,400	3,900	3,900
207-301-719-000	Pension	83,237	63,526	80,219	75,332	85,000	85,000	85,000
207-301-721-000	Vision Care	987	444	500	458	500	600	600
207-301-722-000	Worker's Comp Insurance	3,239	5,464	6,309	6,308	6,309	6,400	6,400
207-301-727-000	Office Supplies	1,029	783	2,500	703	2,500	2,000	2,000
207-301-730-000	Copier Lease	1,536	1,699	2,805	2,223	2,700	3,000	3,000
207-301-740-000	Operating Supplies	9,550	2,320	7,181	3,029	6,000	8,000	8,000
207-301-742-000	Shooting Program	4,900	175	6,000	5,736	6,000	3,350	3,350
207-301-743-000	Bullet Proof Vests	1,320	0	8,000	7,754	7,754	2,500	2,500
207-301-801-000	Contractual Services	8,381	133,117	91,650	68,175	91,650	35,000	35,000
207-301-802-000	Attorney Fees - Prosecutions	63,091	42,161	50,000	42,488	50,000	50,000	50,000
207-301-804-000	County Dispatch Contract	49,899	31,087	46,689	38,525	46,458	47,500	47,500
207-301-805-000	Audit Fees	0	0	1,350	1,350	1,350	1,418	1,418
207-301-807-000	Clemis Service Fees	11,495	10,238	11,600	9,714	11,600	12,500	12,500
207-301-820-000	Uniform Purchases	2,639	3,006	5,000	4,527	4,502	6,000	6,000
207-301-821-000	Uniform Cleaning	259	0	1,000	686	1,500	1,250	1,250
207-301-851-000	Telephone	9,793	8,087	10,500	7,521	8,200	9,500	9,500
207-301-863-000	Travel Expense	0	84	9,100	8,851	8,112	4,000	4,000
207-301-865-000	Gasoline & Oil	13,202	5,365	10,000	7,010	9,000	10,500	10,500
207-301-930-000	Repair and Maintenance	504	7,801	8,266	1,897	5,000	5,000	5,000
207-301-930-003	Repair and Maintenance/Waterc	28	383	1,609	1,608	1,609	1,500	1,500
207-301-931-000	Repair & Maint - Equipment	2,211	880	5,000	900	4,000	3,000	3,000
207-301-932-000	Repair & Maint - Vehicles	6,802	701	16,000	3,437	10,000	8,500	8,500
207-301-932-001	EQUIPMENT ACADEMY	0	0	1,200	0	1,200	0	0
207-301-933-000	Vehicle Changeover	16,519	0	0	0	0	0	0
207-301-935-000	Vehicle Capital Outlay	0	0	56,000	51,041	56,000	35,000	35,000
207-301-940-000	Equipment Rental	0	0	1,000	0	1,000	0	0
207-301-956-000	Dues & Miscellaneous	832	1,049	1,200	981	1,000	1,200	1,200
207-301-957-000	Education & Training	1,950	2,719	3,900	3,184	3,500	8,000	8,000

BUDGET REPORT FOR VILLAGE OF LAKE ORION
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GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 207 POLICE FUND								
Department: 301 POLICE/SHERIFF/CONSTABLE								
207-301-957-001	TRAINING ACADEMY	0	0	10,000	10,000	10,000	0	0
207-301-957-002	CPE TRAINING	0	0	4,000	1,529	4,000	4,500	4,500
207-301-965-231	Transfer to Parking Fund	12,000	0	12,250	12,250	12,250	0	0
207-301-977-000	Capital Outlay	33,644	0	25,523	25,480	25,523	25,000	25,000
Total Department 301:		(963,372)	(712,100)	(1,189,220)	(992,991)	(1,176,113)	(1,179,838)	(1,179,838)
Fund 207 - POLICE FUND:								
TOTAL ESTIMATED REVENUES		840,286	874,137	1,043,617	932,192	1,185,423	1,103,500	1,179,939
TOTAL APPROPRIATIONS		963,372	712,100	1,189,220	992,991	1,176,113	1,179,838	1,179,838
NET OF REVENUES & APPROPRIATIONS:		(123,086)	162,037	(145,603)	(60,799)	9,310	(76,338)	101
BEG. FUND BALANCE		440,604	317,519	231,235	231,235	231,235	240,545	240,545
END FUND BALANCE		317,518	479,556	85,632	170,436	240,545	164,207	240,646

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 225 DEPT OF PUBLIC WORKS FUND								
Department: 000 REVENUE								
225-000-580-000	Services Provided-DDA Admin/S	55,000	46,667	52,000	47,300	52,000	27,211	27,210
225-000-603-000	Equipment Rental	98,011	67,654	82,690	91,939	88,000	88,000	88,000
225-000-634-000	Cemetery Open/Close	23,584	12,134	20,000	21,136	22,000	22,000	22,000
225-000-636-000	Cemetery Foundations	6,258	2,680	5,500	6,333	5,500	6,000	6,000
225-000-664-000	Interest Income	545	480	315	1,003	700	700	700
225-000-671-999	Appropriation from Fund Balan	0	0	0	0	0	21,000	0
225-000-673-000	Gain/Loss on Sale of Assets	0	0	0	0	0	8,000	8,000
225-000-676-101	Transfer In from General Fund	450,000	375,000	450,000	412,500	400,000	430,000	430,000
225-000-694-000	Miscellaneous	10,733	3,650	9,000	2,032	2,171	10,000	10,000
225-000-699-711	Transfers In	5,000	4,375	5,000	4,583	4,710	2,000	2,000
Total Department 000:		649,131	512,640	624,505	586,826	575,081	614,911	593,910

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 225 DEPT OF PUBLIC WORKS FUND								
Department: 276 CEMETERY								
225-276-701-001	Wages	44,021	32,677	45,423	36,047	36,986	47,240	47,240
225-276-701-013	Overtime	1,592	1,779	2,266	1,293	1,509	2,356	2,356
225-276-715-000	Social Security	3,489	2,636	5,343	2,857	5,343	5,556	5,556
225-276-716-000	Health Insurance- Medical	10,122	7,959	11,897	6,610	11,897	13,087	13,087
225-276-717-000	Life & Disability Insurance	514	441	1,136	639	1,136	1,140	1,140
225-276-718-000	Dental Insurance	934	727	1,082	767	1,082	1,082	1,082
225-276-721-000	Vision Care	166	133	184	134	184	199	199
225-276-740-000	Operating Supplies	3,133	772	3,245	1,937	3,245	2,500	2,500
225-276-748-000	Foundations	30	0	1,541	1,048	600	600	600
225-276-801-000	Contractual Services	520	0	600	502	500	500	500
225-276-920-000	Utilities	619	507	1,000	845	1,000	1,000	1,000
225-276-930-000	Repair and Maintenance	7,195	3,001	6,180	2,371	5,000	5,000	5,000
225-276-956-000	Dues & Miscellaneous	0	0	108	0	0	0	0
225-276-985-000	Land Improvement	3,466	1,386	3,226	1,109	3,500	3,500	3,500
Total Department 276:		(75,801)	(52,018)	(83,231)	(56,159)	(71,982)	(83,760)	(83,760)

BUDGET REPORT FOR VILLAGE OF LAKE ORION

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GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 225 DEPT OF PUBLIC WORKS FUND								
Department: 441 DEPARTMENT OF PUBLIC WORKS								
225-441-701-000	DPW DIRECTOR WAGES	34,648	36,165	35,000	45,395	42,000	42,000	42,000
225-441-701-001	Wages	107,066	88,837	105,000	100,397	105,000	109,200	109,200
225-441-701-013	Overtime	2,955	2,728	5,408	2,239	5,408	5,625	5,625
225-441-701-019	COVID 19 PAYROLL	3,197	0	0	0	0	0	0
225-441-702-003	Wages-Parks	29,701	22,610	35,203	19,700	35,203	35,200	35,200
225-441-702-013	Overtime	540	608	2,758	580	615	1,000	1,000
225-441-715-000	Social Security	12,999	11,548	13,828	12,876	15,839	15,211	15,211
225-441-716-000	Health Insurance- Medical	35,521	41,624	50,016	44,062	40,016	44,017	44,017
225-441-716-001	Health Insurance-Retirees	44,566	36,785	48,301	32,455	40,000	40,000	40,000
225-441-717-000	Life - Disability Insurance	1,406	1,881	2,696	2,755	3,654	3,654	3,654
225-441-718-000	Dental Insurance	2,649	3,639	5,516	3,594	4,470	4,470	4,470
225-441-719-000	Pension	54,788	36,524	57,000	36,566	57,000	55,000	55,000
225-441-721-000	Vision Care	470	654	595	623	595	650	650
225-441-722-000	Worker's Comp. Insurance	1,432	378	3,028	1,306	3,028	3,028	3,028
225-441-740-000	Operating Supplies	7,133	5,260	8,000	5,617	8,000	8,000	8,000
225-441-741-000	Small Tools	2,369	3,603	4,500	2,090	4,500	4,500	4,500
225-441-801-000	Contractual Services	32,951	6,813	9,100	6,669	9,100	9,000	9,000
225-441-805-000	Audit Fees	0	0	900	876	876	900	900
225-441-820-000	Uniform Purchase	4,687	2,754	6,000	3,189	7,000	7,000	7,000
225-441-821-000	Uniform Cleaning	4,586	3,991	5,975	5,050	4,975	4,975	4,975
225-441-851-000	Telephone	7,109	4,614	6,800	6,409	6,800	6,800	6,800
225-441-865-000	Gasoline & Oil	22,118	14,443	23,793	12,988	23,739	24,452	24,452
225-441-920-000	Utilities	12,288	9,373	11,000	10,833	8,963	11,000	11,000
225-441-930-000	Repair & Maint-Building	7,245	1,585	6,000	4,093	10,000	10,000	10,000
225-441-931-000	Repair & Maint-Equip	11,990	4,534	6,000	5,966	6,000	6,000	6,000
225-441-932-000	Repair & Maint - Vehicles	10,883	11,325	22,000	19,927	18,000	20,000	20,000
225-441-940-000	Equipment Rental	0	0	500	0	0	0	0
225-441-956-000	Dues & Miscellaneous	566	706	1,200	706	1,200	1,200	1,200
225-441-957-000	Education & Training	3,141	3,729	5,000	1,795	5,000	5,000	5,000
225-441-977-000	Capital Outlay	58,453	0	0	0	0	25,000	25,000
225-441-995-003	Interest Expense - Interfund	3,665	3,253	4,218	2,829	4,218	4,000	4,000
Total Department 441:		(521,122)	(359,964)	(485,335)	(391,585)	(471,199)	(506,882)	(506,882)

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Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 225 DEPT OF PUBLIC WORKS FUND								
Department: 443 PHASE II STORMWATER								
225-443-701-001	Wages	8,906	6,218	5,791	5,504	5,338	6,022	6,022
225-443-701-013	Overtime	0	164	300	0	300	300	300
225-443-715-000	Social Security	681	488	521	421	408	408	408
225-443-716-000	Health Insurance- Medical	2,242	1,733	1,800	1,080	1,800	1,800	1,800
225-443-717-000	Life & Disability Insurance	93	84	165	103	111	111	111
225-443-718-000	Dental Insurance	223	152	200	161	200	200	200
225-443-721-000	Vision Care	39	28	135	27	100	100	100
225-443-740-000	Operating Supplies	0	0	500	338	500	500	500
225-443-801-000	Contractual Services	5,428	6,649	8,275	5,724	5,275	5,275	5,275
225-443-930-000	Repair and Maintenance	12,290	15,067	9,625	3,395	8,000	8,000	8,000
225-443-955-000	DEQ Permit Fees	0	0	500	0	1,020	1,020	1,020
225-443-956-000	Dues & Misc.	0	0	500	0	500	500	500
225-443-977-000	Capital Outlay	0	0	0	0	0	0	5,000
Total Department 443:		(29,902)	(30,583)	(28,312)	(16,753)	(23,552)	(24,236)	(29,236)
Fund 225 - DEPT OF PUBLIC WORKS FUND:								
TOTAL ESTIMATED REVENUES		649,131	512,640	624,505	586,826	575,081	614,911	593,910
TOTAL APPROPRIATIONS		626,825	442,565	596,878	464,497	566,733	614,878	619,878
NET OF REVENUES & APPROPRIATIONS:		22,306	70,075	27,627	122,329	8,348	33	(25,968)
BEG. FUND BALANCE		29,945	52,251	122,437	122,437	122,437	130,785	130,785
FUND BALANCE ADJUSTMENTS		0	1		0			
END FUND BALANCE		52,251	122,327	150,064	244,766	130,785	130,818	104,817

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 231 PARKING METER/SYSTEM FUND								
Department: 000 REVENUE								
231-000-661-000	Parking Fines Revenue	585	28	5,000	1,935	3,000	0	0
231-000-664-000	Interest Earnings	5	19	0	9	0	0	0
231-000-674-207	Transfer From Police Fund	12,000	0	12,250	12,250	12,250	0	0
Total Department 000:		12,590	47	17,250	14,194	15,250	0	0

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 231 PARKING METER/SYSTEM FUND								
Department: 333 PARKING								
231-333-702-000	Wages Part Time	8,856	3,832	6,825	3,116	6,825	0	0
231-333-715-000	Social Security	677	293	523	238	166	0	0
231-333-717-000	Life & Disability Insurance	59	17	200	22	22	0	0
231-333-722-000	Worker's Comp. Insurance	73	210	250	144	144	0	0
231-333-727-000	Supplies	0	0	600	0	0	0	0
231-333-740-000	Operating Supplies	0	0	600	0	0	0	0
231-333-820-000	Uniform Purchase	0	0	500	0	0	450	0
231-333-851-000	Telephone	428	401	500	490	0	1,000	0
Total Department 333:		(10,093)	(4,753)	(9,998)	(4,010)	(7,157)	(1,450)	0
Fund 231 - PARKING METER/SYSTEM FUND:								
TOTAL ESTIMATED REVENUES		12,590	47	17,250	14,194	15,250	0	0
TOTAL APPROPRIATIONS		10,093	4,753	9,998	4,010	7,157	1,450	0
NET OF REVENUES & APPROPRIATIONS:		2,497	(4,706)	7,252	10,184	8,093	(1,450)	0
BEG. FUND BALANCE		1,420	3,916	3,606	3,606	3,606	11,699	11,699
FUND BALANCE ADJUSTMENTS		0	5		0			
END FUND BALANCE		3,917	(785)	10,858	13,790	11,699	10,249	11,699

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 390 SEWER DEBT SERVICE FUND								
Department: 000 REVENUE								
390-000-699-592	Transfers In	0	0	0	0	0	304,667	304,667
Total Department 000:		0	0	0	0	0	304,667	304,667

BUDGET REPORT FOR VILLAGE OF LAKE ORION
Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 390 SEWER DEBT SERVICE FUND								
Department: 548	SEWER ACTIVITIES							
390-548-801-000	Contractual Services	0	0	0	0	0	1,000	1,000
390-548-992-000	Bond Principal	0	0	0	0	0	105,000	105,000
390-548-995-000	DRAIN BOND INTEREST	0	0	0	0	0	198,667	198,667
Total Department 548:		0	0	0	0	0	(304,667)	(304,667)
Fund 390 - SEWER DEBT SERVICE FUND:								
TOTAL ESTIMATED REVENUES		0	0	0	0	0	304,667	304,667
TOTAL APPROPRIATIONS		0	0	0	0	0	304,667	304,667
NET OF REVENUES & APPROPRIATIONS:		0	0	0	0	0	0	0
BEG. FUND BALANCE		0	0	0	0	0	0	0
END FUND BALANCE		0	0	0	0	0	0	0

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 401 CAPITAL PROJECTS FUND								
Department: 000 REVENUE								
401-000-664-000	Interest Earnings	39	2	0	1	2	0	0
401-000-676-101	Transfer In from General Fund	7,695	0	0	0	0	0	140,000
401-000-676-125	Transfer In from DPW Fund	0	0	0	0	0	25,000	25,000
401-000-694-000	Miscellaneous Revenue	0	0	0	267	431	0	0
401-000-699-202	Interfund Transfer in - Major	0	0	0	0	0	5,000	5,000
401-000-699-203	Interfund Transfer In - Local	0	0	0	0	0	5,000	5,000
401-000-699-592	Transfers Water/Sewer	0	0	0	0	0	10,000	10,000
Total Department 000:		7,734	2	0	268	433	45,000	185,000

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 401 CAPITAL PROJECTS FUND								
Department: 751 PARKS AND RECREATION								
401-751-806-000	Engineering	19,512	0	0	0	0	0	25,000
Total Department 751:		(19,512)	0	0	0	0	0	(25,000)

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 401 CAPITAL PROJECTS FUND								
Department: 901 CAPITAL OUTLAY								
401-901-972-751	Capital Outlay Parks	67,236	890	0	0	0	0	115,000
401-901-973-000	Capital Outlay - Vehicles	0	0	0	0	0	45,000	45,000
401-901-975-000	Capital Outlay-Construction	109,582	0	0	0	0	0	0
Total Department 901:		(176,818)	(890)	0	0	0	(45,000)	(160,000)
Fund 401 - CAPITAL PROJECTS FUND:								
TOTAL ESTIMATED REVENUES		7,734	2	0	268	433	45,000	185,000
TOTAL APPROPRIATIONS		196,330	890	0	0	0	45,000	185,000
NET OF REVENUES & APPROPRIATIONS:		(188,596)	(888)	0	268	433	0	0
BEG. FUND BALANCE		191,965	3,370	2,482	2,482	2,482	2,915	2,915
END FUND BALANCE		3,369	2,482	2,482	2,750	2,915	2,915	2,915

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 490 SEWER CAPITAL IMPROVEMENT FUND								
Department: 000	REVENUE							
490-000-528-000	GRANTS-OTHER	0	0	100,000	0	100,000	0	0
490-000-528-300	GRANTS-FEDERAL	0	0	1,750,000	0	1,750,000	0	0
490-000-664-000	Interest Earnings	0	0	0	20	0	0	0
490-000-696-000	PROCEEDS FROM THE SALE OF BON	0	0	3,794,489	3,794,489	3,794,489	0	3,122,288
490-000-699-592	Transfers In	0	0	335,127	0	335,127	0	0
Total Department 000:		0	0	5,979,616	3,794,509	5,979,616	0	3,122,288

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 490 SEWER CAPITAL IMPROVEMENT FUND								
Department: 548 SEWER ACTIVITIES								
490-548-801-000	Contractual Services	0	0	85,285	86,403	85,285	0	90,000
490-548-975-000	CAPITAL OUTLAY- PHASE 1	0	0	3,498,000	3,498,000	3,498,000	0	5,428,619
Total Department 548:		0	0	(3,583,285)	(3,584,403)	(3,583,285)	0	(5,518,619)
Fund 490 - SEWER CAPITAL IMPROVEMENT FUND:								
TOTAL ESTIMATED REVENUES		0	0	5,979,616	3,794,509	5,979,616	0	3,122,288
TOTAL APPROPRIATIONS		0	0	3,583,285	3,584,403	3,583,285	0	5,518,619
NET OF REVENUES & APPROPRIATIONS:		0	0	2,396,331	210,106	2,396,331	0	(2,396,331)
BEG. FUND BALANCE		0	0	0	0	0	2,396,331	2,396,331
END FUND BALANCE		0	0	2,396,331	210,106	2,396,331	2,396,331	0

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	DEPT. REQUESTED	MGR APPROVED
Fund: 592 WATER AND SEWER FUND								
Department: 000 REVENUE								
592-000-620-000	Sewer Penalty Fees	15,144	13,322	12,000	22,993	17,625	15,000	15,000
592-000-640-000	Capital/Lateral Charges Sewer	3,500	0	9,000	(8,873)	9,000	9,000	9,000
592-000-640-002	Capital/Lateral Charges-Water	5,373	5,705	15,000	4,675	6,000	6,000	6,000
592-000-645-000	Sewer Usage Charges	1,100,538	536,385	1,327,490	866,095	1,300,000	1,454,000	1,454,000
592-000-645-002	Water Usage Charges	1,425,288	561,074	1,453,780	1,023,464	1,374,810	1,498,945	1,498,945
592-000-662-002	Water Penalty Fees	23,470	12,642	16,000	26,739	21,478	21,478	21,478
592-000-664-000	Sewer Interest Earned	22,128	22,342	12,000	49,371	45,000	30,000	30,000
592-000-664-003	Promissory Note Interest	10,000	15,000	7,500	0	0	0	0
592-000-694-000	Miscellaneous Revenue	22,964	20,648	500	(713)	1,000	1,000	1,000
592-000-695-002	Non-Village Water Debt	0	517,894	0	0	0	0	0
Total Department 000:		2,628,405	1,705,012	2,853,270	1,983,751	2,774,913	3,035,423	3,035,423

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 592 WATER AND SEWER FUND								
Department: 260	GENERAL ACTIVITIES							
592-260-805-000	Audit Fees	7,526	5,922	7,350	3,523	7,000	7,000	7,000
592-260-852-000	Miss Dig	1,356	2,334	2,451	0	0	2,000	2,000
592-260-959-000	Financial Administration	116,700	103,043	127,436	95,603	127,000	133,808	133,808
Total Department 260:		(125,582)	(111,299)	(137,237)	(99,126)	(134,000)	(142,808)	(142,808)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 592 WATER AND SEWER FUND								
Department: 548	SEWER ACTIVITIES							
592-548-701-000	Wages	0	0	0	(597)	0	0	0
592-548-722-000	Worker's Comp. Insurance	0	0	45	31	34	34	34
592-548-726-000	Supplies	435	846	840	0	840	840	840
592-548-801-000	Contract Services	13,680	23,185	18,955	17,331	0	504,872	504,872
592-548-831-000	Sewage Disposal Costs	876,241	714,539	946,480	786,446	946,480	577,778	577,778
592-548-956-000	Dues & Miscellaneous	52	0	0	0	0	0	0
592-548-965-490	TRF OUT SEWER CONTRUCTION FUN	0	0	335,127	0	0	0	0
592-548-975-001	Capital Improvements - SAW	0	0	5,803	5,803	5,803	5,803	5,803
592-548-992-000	DRAIN BOND PRINCIPAL	9,545	0	69,707	78,157	68,129	68,129	68,129
592-548-995-000	Bond Interest	7,393	18,190	23,713	28,386	20,527	20,527	20,527
Total Department 548:		(907,346)	(756,760)	(1,400,670)	(915,557)	(1,041,813)	(1,177,983)	(1,177,983)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 592 WATER AND SEWER FUND								
Department: 556 WATER ACTIVITIES								
592-556-701-000	Wages	52,077	39,429	63,717	11,430	63,717	66,266	66,266
592-556-701-013	Overtime	1,994	2,396	5,250	297	4,000	4,000	4,000
592-556-715-000	Social Security	4,032	3,200	5,289	5,004	5,289	5,289	5,289
592-556-716-000	Health Insurance- Medical	10,982	8,228	13,860	10,744	10,853	13,860	13,860
592-556-717-000	Life - Disability Insurance	541	459	1,282	955	1,111	1,111	1,111
592-556-718-000	Dental Insurance	1,161	1,008	1,323	1,463	1,596	1,596	1,596
592-556-719-000	Pension	88,009	82,916	88,732	91,309	88,732	92,281	92,281
592-556-721-000	Vision Care	205	176	276	251	274	274	274
592-556-722-000	Worker's Comp. Insurance	0	3,026	2,625	1,094	1,329	2,600	2,600
592-556-726-000	Supplies	6,818	2,320	7,350	5,605	4,181	4,181	4,181
592-556-741-000	Small Tools	0	0	1,200	145	1,500	1,500	1,500
592-556-745-000	Water Purchase -Orion Townshi	474,971	331,054	499,653	452,765	499,643	534,618	534,618
592-556-801-000	Contract Services	14,963	5,091	16,000	13,471	16,000	16,000	16,000
592-556-806-000	Engineering	54,569	2,338	42,000	5,112	30,000	30,000	30,000
592-556-813-000	Legal Service	0	800	1,050	99	160	160	160
592-556-931-000	Equip Repair & Maint - Misc.	919	2,316	3,000	0	3,000	3,000	3,000
592-556-931-001	Equip Repair & Maint - Hydran	3,133	2,148	7,500	6,653	7,500	7,500	7,500
592-556-931-002	Equip Repair & Maint - Mains	3,072	333	5,000	4,365	5,000	5,000	5,000
592-556-931-003	Equip Repair & Maint - Meters	9,431	50	5,000	4,195	4,070	5,000	5,000
592-556-940-000	Equipment Rental	28,246	19,191	32,000	29,729	34,016	28,000	28,000
592-556-956-000	Dues & Miscellaneous	3,743	1,618	3,675	1,293	2,089	2,800	2,800
592-556-957-000	Education and Training	900	1,769	3,000	1,194	3,000	3,000	3,000
592-556-975-000	Capital Improvement	507,884	0	133,210	77,628	88,635	40,000	40,000
592-556-992-002	DRINKING WATER SRF BOND PRINC	0	265,000	275,000	0	275,000	280,000	280,000
592-556-995-000	DRINKING WATER SRF BOND INTER	94,238	91,815	85,348	93,995	93,996	88,496	88,496
Total Department 556:		(1,361,888)	(866,681)	(1,302,340)	(818,796)	(1,244,691)	(1,236,532)	(1,236,532)

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 592 WATER AND SEWER FUND								
Department: 560 DEPRECIATION								
592-560-958-002	Water Depreciation	141,215	0	152,250	0	152,250	152,250	152,250
592-560-968-000	Sewer Depreciation	128,642	0	136,500	0	136,500	136,500	136,500
Total Department 560:		(269,857)	0	(288,750)	0	(288,750)	(288,750)	(288,750)
Fund 592 - WATER AND SEWER FUND:								
TOTAL ESTIMATED REVENUES		2,628,405	1,705,012	2,853,270	1,983,751	2,774,913	3,035,423	3,035,423
TOTAL APPROPRIATIONS		2,664,673	1,734,740	3,128,997	1,833,479	2,709,254	2,846,073	2,846,073
NET OF REVENUES & APPROPRIATIONS:		(36,268)	(29,728)	(275,727)	150,272	65,659	189,350	189,350
BEG. FUND BALANCE		7,217,578	7,181,312	6,573,866	6,573,866	6,573,866	6,639,525	6,639,525
FUND BALANCE ADJUSTMENTS		0	(572,441)		0			
END FUND BALANCE		7,181,310	6,579,143	6,298,139	6,724,138	6,639,525	6,828,875	6,828,875

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 701 ESCROW								
Department: 000 REVENUE								
701-000-675-000	Review/Escrow Deposits	15,683	(9,398)	0	(12,208)	0	0	0
Total Department 000:		15,683	(9,398)	0	(12,208)	0	0	0
Fund 701 - ESCROW:								
TOTAL ESTIMATED REVENUES		15,683	(9,398)	0	(12,208)	0	0	0
TOTAL APPROPRIATIONS		0	0	0	0	0	0	0
NET OF REVENUES & APPROPRIATIONS:		15,683	(9,398)	0	(12,208)	0	0	0
BEG. FUND BALANCE		0	15,683	0	0	0	0	0
FUND BALANCE ADJUSTMENTS		0	(15,683)		15,683			
END FUND BALANCE		15,683	(9,399)	0	3,475	0	0	0

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 737 OPEB TRUST FUND								
Department: 000 REVENUE								
737-000-669-000	Investment Gains and Losses	31,853	29,810	0	8,962	0	0	0
Total Department 000:		31,853	29,810	0	8,962	0	0	0
Fund 737 - OPEB TRUST FUND:								
TOTAL ESTIMATED REVENUES		31,853	29,810	0	8,962	0	0	0
TOTAL APPROPRIATIONS		0	0	0	0	0	0	0
NET OF REVENUES & APPROPRIATIONS:		31,853	29,810	0	8,962	0	0	0
BEG. FUND BALANCE		180,906	212,759	255,063	255,063	255,063	255,063	255,063
END FUND BALANCE		212,759	242,569	255,063	264,025	255,063	255,063	255,063
Report Totals:								
TOTAL ESTIMATED REVENUES - ALL FUNDS		6,818,857	5,622,182	13,378,951	9,922,169	13,415,145	8,053,509	11,320,376
TOTAL APPROPRIATIONS - ALL FUNDS		6,876,915	4,962,650	11,450,240	9,269,894	10,932,517	7,739,577	13,580,942
NET OF REVENUES & APPROPRIATIONS:		(58,058)	659,532	1,928,711	652,275	2,482,628	313,932	(2,260,566)
BEG. FUND BALANCE - ALL FUNDS		9,645,096	9,587,040	9,465,079	9,465,079	9,465,079	11,947,707	11,947,707
FUND BALANCE ADJUSTMENTS - ALL FUNDS		0	(629,223)		15,683			
END FUND BALANCE - ALL FUNDS		9,587,038	9,617,349	11,393,790	10,133,037	11,947,707	12,261,639	9,687,141

Village of Lake Orion

Schedule of Indebtedness
Proprietary Funds - Unaudited

June 30, 2024

Oakland-Macomb Interceptor Drain Bond
Summary By Issue

Issue	Total Principal Amount	Total Interest Payable	Total Obligation
2010A	$ 70,352	$ 7,209	$ 77,561
2011	116,330	15,130	131,460
2013A	270,698	30,847	301,545
2014A	40,853	7,174	48,027
2015	40,895	8,708	49,603
2015-SAW	40,366	6,302	46,668
2019A	18,084	1,208	19,292
2019B	7,877	123	8,000
2020A	235,909	60,068	295,977
2017SRF	180,475	35,935	216,410
2017DWRF	4,699,773	785,840	5,485,613
	$ 5,721,612	$ 958,544	$ 6,680,156

2010A Oakland-Macomb Interceptor Drain Bond
Date of Issue: January 22, 2010
Village of Lake Orion Portion $172,415 (.6612%)
Interest Due April 1 and October 1
Bonds Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
2.50%	4/1/2025	$ 9,323	$ 1,759	$ 11,082
2.50%	4/1/2026	9,554	1,526	11,080
2.50%	4/1/2027	9,786	1,287	11,073
2.50%	4/1/2028	10,050	1,042	11,092
2.50%	4/1/2029	10,282	791	11,073
2.50%	4/1/2030	10,546	534	11,080
2.50%	4/1/2031	10,811	270	11,081
		$ 70,352	$ 7,209	$ 77,561

Village of Lake Orion

Schedule of Indebtedness
Proprietary Funds - Unaudited

June 30, 2024

2011 Oakland-Macomb Interceptor Drain Bond
Date of Issue: November 2011
Village of Lake Orion Portion $207,251 (.6612%)
Interest Due April 1 and October 1
Bonds Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
2.50%	10/1/2024	$ 10,391	$ 2,778	$ 13,169
2.50%	10/1/2025	10,635	2,515	13,150
2.50%	10/1/2026	10,919	2,246	13,165
2.50%	10/1/2027	11,203	1,970	13,173
2.50%	10/1/2028	11,446	1,687	13,133
2.50%	10/1/2029	11,730	1,397	13,127
2.50%	10/1/2030	12,055	1,099	13,154
2.50%	10/1/2031	12,339	794	13,133
2.50%	10/1/2032	12,664	482	13,146
2.50%	10/1/2033	12,948	162	13,110
		$ 116,330	$ 15,130	$ 131,460

2013A Oakland-Macomb Interceptor Drain Bond
Date of Issue: June 2013
Village of Lake Orion Portion $452,251 (.6612%)
Interest Due April 1 and October 1
Bonds Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
2.00%	10/1/2024	$ 22,252	$ 5,191	$ 27,443
2.00%	10/1/2025	22,668	4,742	27,410
2.00%	10/1/2026	23,154	4,284	27,438
2.00%	10/1/2027	23,605	3,816	27,421
2.00%	10/1/2028	24,091	3,339	27,430
2.00%	10/1/2029	24,543	2,853	27,396
2.00%	10/1/2030	25,063	2,357	27,420
2.00%	10/1/2031	25,549	1,851	27,400
2.00%	10/1/2032	26,070	1,335	27,405
2.00%	10/1/2033	26,591	808	27,399
2.00%	10/1/2034	27,112	271	27,383
		$ 270,698	$ 30,847	$ 301,545

Village of Lake Orion

Schedule of Indebtedness
Proprietary Funds - Unaudited

June 30, 2024

2014A Oakland-Macomb Interceptor Drain Bond
Date of Issue: September 2014
Village of Lake Orion Portion $66,124 (.6612%)
Interest Due April 1 and October 1
Bonds Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
2.00%	10/1/2024	$ 3,153	$ 1,168	$ 4,321
3.00%	10/1/2025	3,245	1,088	4,333
3.00%	10/1/2026	3,382	989	4,371
3.00%	10/1/2027	3,473	886	4,359
3.00%	10/1/2028	3,564	780	4,344
3.00%	10/1/2029	3,701	671	4,372
3.00%	10/1/2030	3,793	559	4,352
3.00%	10/1/2031	3,930	443	4,373
3.00%	10/1/2032	4,067	323	4,390
2.50%	10/1/2033	4,204	199	4,403
3.125%	10/1/2034	4,341	68	4,409
		$ 40,853	$ 7,174	$ 48,027

2015 Oakland-Macomb Interceptor Drain Bond
Date of Issue: April 2015
Village of Lake Orion Portion $66,120 (.6612%)
Interest Due April 1 and October 1
Bonds Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
3.00%	4/1/2025	$ 3,174	$ 1,338	$ 4,512
3.00%	4/1/2026	3,273	1,242	4,515
3.00%	4/1/2027	3,372	1,144	4,516
3.00%	4/1/2028	3,471	1,043	4,514
3.25%	4/1/2029	3,570	939	4,509
3.25%	4/1/2030	3,670	823	4,493
3.25%	4/1/2031	3,802	704	4,506
3.50%	4/1/2032	3,934	580	4,514
3.50%	4/1/2033	4,066	442	4,508
3.50%	4/1/2034	4,199	300	4,499
3.50%	4/1/2035	4,364	153	4,517
		$ 40,895	$ 8,708	$ 49,603

Village of Lake Orion

Schedule of Indebtedness
Proprietary Funds - Unaudited

June 30, 2024

2015 Oakland-Macomb Interceptor Drain Bond – SAW Loan
Date of Issue: April 2015
Village of Lake Orion Portion $66,120 (.6612%)
Interest Due April 1 and October 1
Bonds Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
2.50%	4/1/2025	$ 3,240	$ 1,010	$ 4,250
2.50%	4/1/2026	3,306	928	4,234
2.50%	4/1/2027	3,405	846	4,251
2.50%	4/1/2028	3,471	760	4,231
2.50%	4/1/2029	3,570	674	4,244
2.50%	4/1/2030	3,670	584	4,254
2.50%	4/1/2031	3,769	492	4,261
2.50%	4/1/2032	3,835	398	4,233
2.50%	4/1/2033	3,934	302	4,236
2.50%	4/1/2034	4,033	204	4,237
2.50%	4/1/2035	4,133	104	4,237
		$ 40,366	$ 6,302	$ 46,668

2019A Oakland-Macomb Interceptor Drain Bond
Date of Issue: December 19, 2019
Village of Lake Orion Portion $29,820 (.6612%)
Interest Due April 1 and October 1
Bonds Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
1.85%	4/1/2025	$ 2,744	$ 335	$ 3,079
1.85%	4/1/2026	2,843	284	3,127
1.85%	4/1/2027	2,942	231	3,173
1.85%	4/1/2028	3,042	177	3,219
1.85%	4/1/2029	3,207	120	3,327
1.85%	4/1/2030	3,306	61	3,367
		$ 18,084	$ 1,208	$ 19,292

Village of Lake Orion

Schedule of Indebtedness
Proprietary Funds - Unaudited

June 30, 2024

2019B Oakland-Macomb Interceptor Drain Bond
Date of Issue: December 19, 2019
Village of Lake Orion Portion $41,000 (.7877%)
Interest Due April 1 and October 1
Bonds Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
1.55%	4/1/2025	$ 3,899	$ 92	$ 3,991
1.55%	4/1/2026	3,978	31	4,009
		$ 7,877	$ 123	$ 8,000

2020A Oakland-Macomb Interceptor Drain Bond
Date of Issue: September 3, 2020
Village of Lake Orion Portion $252,833 (.4419%)
Interest Due January 1 and July 1
Bonds Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
5.00%	7/1/2024	$ 6,783	$ 7,521	$ 14,304
5.00%	7/1/2025	7,115	7,174	14,289
5.00%	7/1/2026	11,025	6,720	17,745
5.00%	7/1/2027	11,578	6,155	17,733
5.00%	7/1/2028	12,152	5,562	17,714
5.00%	7/1/2029	12,771	4,939	17,710
5.00%	7/1/2030	13,412	4,284	17,696
4.00%	7/1/2031	14,097	3,667	17,764
4.00%	7/1/2032	14,649	3,092	17,741
3.00%	7/1/2033	15,268	2,570	17,838
2.00%	7/1/2034	15,710	2,184	17,894
2.00%	7/1/2035	16,041	1,867	17,908
2.00%	7/1/2036	16,372	1,542	17,914
2.00%	7/1/2037	16,726	1,211	17,937
2.00%	7/1/2038	17,057	874	17,931
2.00%	7/1/2039	17,411	529	17,940
2.00%	7/1/2040	17,742	177	17,919
		$ 235,909	$ 60,068	$ 295,977

Village of Lake Orion

Schedule of Indebtedness
Proprietary Funds - Unaudited

June 30, 2024

2017 Clinton River Water Resource Recovery Facility Drainage District Drain Bond (SRF)
Date of Issue: July 2017
Village of Lake Orion Portion $227,045 (.7698%)
Interest Due April 1 and October 1
Bonds Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
2.50%	10/1/2024	$ 10,046	$ 4,386	$ 14,432
2.50%	10/1/2025	10,315	4,132	14,447
2.50%	10/1/2026	10,546	3,871	14,417
2.50%	10/1/2027	10,815	3,604	14,419
2.50%	10/1/2028	11,085	3,330	14,415
2.50%	10/1/2029	11,393	3,049	14,442
2.50%	10/1/2030	11,662	2,761	14,423
2.50%	10/1/2031	11,970	2,466	14,436
2.50%	10/1/2032	12,278	2,163	14,441
2.50%	10/1/2033	12,586	1,852	14,438
2.50%	10/1/2034	12,894	1,533	14,427
2.50%	10/1/2035	13,202	1,207	14,409
2.50%	10/1/2036	13,548	873	14,421
2.50%	10/1/2037	13,894	530	14,424
2.50%	10/1/2038	14,241	178	14,419
		$ 180,475	$ 35,935	$ 216,410

2017 State of Michigan Department of Environmental Quality, Drinking Water Revolving Fund Loan
Total Draws: $5,989,773
Interest Due April 1 and October 1
Loan Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
2.00%	4/1/2025	$ 275,000	$ 93,996	$ 368,996
2.00%	4/1/2026	280,000	88,496	368,496
2.00%	4/1/2027	285,000	82,896	367,896
2.00%	4/1/2028	290,000	77,196	367,196
2.00%	4/1/2029	295,000	71,396	366,396
2.00%	4/1/2030	300,000	65,496	365,496
2.00%	4/1/2031	305,000	59,496	364,496
2.00%	4/1/2032	310,000	53,396	363,396
2.00%	4/1/2033	315,000	47,196	362,196
2.00%	4/1/2034	320,000	40,896	360,896
2.00%	4/1/2035	330,000	34,496	364,496
2.00%	4/1/2036	335,000	27,896	362,896
2.00%	4/1/2037	340,000	21,196	361,196
2.00%	4/1/2038	350,000	14,396	364,396
2.00%	4/1/2039	369,773	7,396	377,169
		$ 4,699,773	$ 785,840	$5,485,613

Village of Lake Orion

Schedule of Indebtedness
Governmental Activities - Unaudited

June 30, 2024

2023 Downtown Development Bonds Tax Exempt Series A
Date of Issue: June 2023
Total Bond Purchase Price $3,542,104 (4% Average Coupon)
Interest Due April 1 and October 1
Bonds Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
4.00%	4/1/2025	$ 150,000	$ 132,800	$ 282,800
4.00%	4/1/2026	160,000	126,800	286,800
4.00%	4/1/2027	165,000	120,400	285,400
4.00%	4/1/2028	170,000	113,800	283,800
4.00%	4/1/2029	180,000	107,000	287,000
4.00%	4/1/2030	185,000	99,800	284,800
4.00%	4/1/2031	190,000	92,400	282,400
4.00%	4/1/2032	200,000	84,800	284,800
4.00%	4/1/2033	205,000	76,800	281,800
4.00%	4/1/2034	220,000	68,600	288,600
4.00%	4/1/2035	225,000	59,800	284,800
4.00%	4/1/2036	230,000	50,800	280,800
4.00%	4/1/2037	245,000	41,600	286,600
4.00%	4/1/2038	255,000	31,800	286,800
4.00%	4/1/2039	265,000	21,600	286,600
4.00%	4/1/2040	275,000	11,000	286,000
		$ 3,320,000	$1,239,800	$4,559,800

2023 Downtown Development Bonds Taxable Series B
Date of Issue: June 2023
Total Bond Purchase Price $2,318,590 (5.5242% Average Coupon)
Interest Due April 1 and October 1
Bonds Due As Follows:

Interest Rate	Date of Maturity	Principal Amount	Annual Interest Payable	Total Obligation
4.98%	4/1/2025	$ 60,000	$ 76,909	$ 136,909
4.98%	4/1/2026	60,000	73,921	133,921
4.98%	4/1/2027	65,000	70,933	135,933
4.98%	4/1/2028	70,000	67,696	137,696
5.08%	4/1/2029	70,000	64,210	134,210
5.08%	4/1/2030	75,000	60,654	135,654
5.08%	4/1/2031	80,000	56,844	136,844
5.08%	4/1/2032	85,000	52,780	137,780
5.08%	4/1/2033	90,000	48,462	138,462
5.77%	4/1/2034	90,000	43,890	133,890
5.77%	4/1/2035	100,000	38,760	138,760
5.77%	4/1/2036	105,000	33,060	138,060
5.77%	4/1/2037	110,000	27,075	137,075
5.77%	4/1/2038	115,000	20,805	135,805
5.77%	4/1/2039	120,000	14,250	134,250
5.77%	4/1/2040	130,000	7,410	137,410
		$ 1,425,000	$ 757,659	$2,182,659

VILLAGE OF LAKE ORION

COUNTY OF OAKLAND, STATE OF MICHIGAN

WATER SUPPLY AND SEWAGE DISPOSAL SYSTEM REVENUE BONDS, SERIES 2025

Sources & Uses

Dated 01/28/2025 | Delivered 01/28/2025

Sources Of Funds

Par Amount of Bonds	$3,650,000.00
Reoffering Premium	211,732.75
Total Sources	**$3,861,732.75**

Uses Of Funds

Total Underwriter's Discount (1.050%)	38,337.50
Financial Advisor	27,000.00
Bond Counsel	32,500.00
Rating Agency Fee	21,000.00
POS/Official Statement	750.00
Printing & Publishing	2,500.00
MAC Fee	450.00
Michigan Treasury Fee	730.00
Debt Service Reserve Insurance (325.0 bp)	9,869.15
Gross Bond Insurance Premium (34.0 bp)	19,036.92
Deposit to Project Construction Fund	3,709,559.18
Total Uses	**$3,861,732.75**

VILLAGE OF LAKE ORION

COUNTY OF OAKLAND, STATE OF MICHIGAN

WATER SUPPLY AND SEWAGE DISPOSAL SYSTEM REVENUE BONDS, SERIES 2025

Debt Service Schedule

Part 1 of 2

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
01/28/2025	-	-	-	-	-
10/01/2025	-	-	114,127.31	114,127.31	-
04/01/2026	105,000.00	5.000%	84,538.75	189,538.75	-
06/30/2026	-	-	-	-	303,666.06
10/01/2026	-	-	81,913.75	81,913.75	-
04/01/2027	130,000.00	5.000%	81,913.75	211,913.75	-
06/30/2027	-	-	-	-	293,827.50
10/01/2027	-	-	78,663.75	78,663.75	-
04/01/2028	135,000.00	5.000%	78,663.75	213,663.75	-
06/30/2028	-	-	-	-	292,327.50
10/01/2028	-	-	75,288.75	75,288.75	-
04/01/2029	140,000.00	5.000%	75,288.75	215,288.75	-
06/30/2029	-	-	-	-	290,577.50
10/01/2029	-	-	71,788.75	71,788.75	-
04/01/2030	145,000.00	5.000%	71,788.75	216,788.75	-
06/30/2030	-	-	-	-	288,577.50
10/01/2030	-	-	68,163.75	68,163.75	-
04/01/2031	150,000.00	5.000%	68,163.75	218,163.75	-
06/30/2031	-	-	-	-	286,327.50
10/01/2031	-	-	64,413.75	64,413.75	-
04/01/2032	155,000.00	5.000%	64,413.75	219,413.75	-
06/30/2032	-	-	-	-	283,827.50
10/01/2032	-	-	60,538.75	60,538.75	-
04/01/2033	165,000.00	5.000%	60,538.75	225,538.75	-
06/30/2033	-	-	-	-	286,077.50
10/01/2033	-	-	56,413.75	56,413.75	-
04/01/2034	170,000.00	5.000%	56,413.75	226,413.75	-
06/30/2034	-	-	-	-	282,827.50
10/01/2034	-	-	52,163.75	52,163.75	-
04/01/2035	175,000.00	5.000%	52,163.75	227,163.75	-
06/30/2035	-	-	-	-	279,327.50
10/01/2035	-	-	47,788.75	47,788.75	-
04/01/2036	185,000.00	5.000%	47,788.75	232,788.75	-
06/30/2036	-	-	-	-	280,577.50
10/01/2036	-	-	43,163.75	43,163.75	-
04/01/2037	190,000.00	5.000%	43,163.75	233,163.75	-
06/30/2037	-	-	-	-	276,327.50
10/01/2037	-	-	38,413.75	38,413.75	-
04/01/2038	195,000.00	5.000%	38,413.75	233,413.75	-
06/30/2038	-	-	-	-	271,827.50
10/01/2038	-	-	33,538.75	33,538.75	-
04/01/2039	205,000.00	5.000%	33,538.75	238,538.75	-
06/30/2039	-	-	-	-	272,077.50

VILLAGE OF LAKE ORION

COUNTY OF OAKLAND, STATE OF MICHIGAN

WATER SUPPLY AND SEWAGE DISPOSAL SYSTEM REVENUE BONDS, SERIES 2025

Debt Service Schedule

Part 2 of 2

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
10/01/2039	-	-	28,413.75	28,413.75	-
04/01/2040	215,000.00	4.000%	28,413.75	243,413.75	-
06/30/2040	-	-	-	-	271,827.50
10/01/2040	-	-	24,113.75	24,113.75	-
04/01/2041	220,000.00	4.000%	24,113.75	244,113.75	-
06/30/2041	-	-	-	-	268,227.50
10/01/2041	-	-	19,713.75	19,713.75	-
04/01/2042	230,000.00	4.000%	19,713.75	249,713.75	-
06/30/2042	-	-	-	-	269,427.50
10/01/2042	-	-	15,113.75	15,113.75	-
04/01/2043	240,000.00	4.000%	15,113.75	255,113.75	-
06/30/2043	-	-	-	-	270,227.50
10/01/2043	-	-	10,313.75	10,313.75	-
04/01/2044	245,000.00	4.100%	10,313.75	255,313.75	-
06/30/2044	-	-	-	-	265,627.50
10/01/2044	-	-	5,291.25	5,291.25	-
04/01/2045	255,000.00	4.150%	5,291.25	260,291.25	-
06/30/2045	-	-	-	-	265,582.50
Total	**$3,650,000.00**	**-**	**$1,949,093.56**	**$5,599,093.56**	**-**

Yield Statistics

Bond Year Dollars	$43,728.75
Average Life	11.980 Years
Average Coupon	4.4572359%
Net Interest Cost (NIC)	4.0607113%
True Interest Cost (TIC)	3.9640047%
Bond Yield for Arbitrage Purposes	3.8662276%
All Inclusive Cost (AIC)	4.3063015%

IRS Form 8038

Net Interest Cost	3.8132622%
Weighted Average Maturity	11.798 Years

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC Approval of DDA Proposed FY 2025-26 Budget

BACKGROUND BRIEF:

Pursuant to Section 228(1) of the Michigan Recodified Tax Increment Financing Act, being MCL 125.4228(1), the DDA Board of Directors is submitting the DDA Proposed FY 2025-26 Budget for consideration for approval by the Village Council.

The Village Council does not adopt the DDA Budget, as authority for final adoption of the DDA Budget lay with the DDA Board of Directors. Under state law, the Village Council must approve the DDA budget prior to the DDA Board adopting the budget. The budget was returned to the DDA Board after Council's May 12 meeting for certain revisions as recommended by the Village Manager and Village Council. While some corrections are still necessary, those corrections were discussed with the DDA Board at its May 20 meeting and do not significantly change the proposed budget. The Village Manager recommends approval of the budget with his proposed corrections.

Attached is the proposed budget with the Village Manager's corrections.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

Please refer to the attached proposed FY 2025-26 DDA Budget.

RECOMMENDED MOTION:

Pursuant to Section 228(1) of Public Act 57 of 2018, being MCL 125.4228(1), to approve and return to the Lake Orion Downtown Development Authority Board of Directors for adoption the DDA FY 2025-26 Budget as recommended by the Village Manager as follows:

FUND	REVENUES	EXPENDITURES
248 – Downtown Development Authority Fund	$ 2,156,542	$ 1,842,048
301 – Downtown Development Bond Project 2023	$ 421,621	$ 1,267,741
403 – DDA Public Infrastructure Fund	$ 112,993	$ 0
404 – DDA Property Acquisition Fund	$ 0	$ 169,436

BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As Of 04/30/2024

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Department: 000 REVENUE								
248-000-402-000	Current Real Property Taxes	934,065	772,911	987,129	962,797	0	1,047,377	1,047,377
248-000-412-000	Property Tax - DPPT P/Y & C/Y	972	1,475	0	3,154	0	3,370	3,370
248-000-441-000	Local Community Stabilization	10,094	15,971	15,000	14,034	0	15,000	15,000
248-000-445-000	Penalties & Interest on Taxes	0	0	2,000	0	0	2,000	2,000
248-000-539-000	State Grants	2,813	3,500	43,500	0	0	43,500	43,500
248-000-540-000	COUNTY/FEDERAL PROGRAM GRANTS	0	0	595,823	446,867	0	595,823	595,823
248-000-582-000	Intergovernment - Police	15,927	201,996	0	0	0	0	0
248-000-664-000	Interest Earned	4,973	5,833	2,500	12,902	0	9,708	9,708
248-000-671-999	Appropriation from Fund Balan	0	0	0	0	0	171,128	171,128
248-000-676-404	Transfer From Prop Acq Fund	0	0	169,436	0	0	169,436	169,436
248-000-681-000	Reimburse - Insurance Claims	12,465	7,218	0	5,407	0	17,000	17,000
248-000-683-000	Reimbursements-Other	10,000	0	0	0	0	0	0
248-000-685-000	Sponsorships	38,750	11,276	35,000	2,515	0	35,000	35,000
248-000-685-100	Transportaion Sponsorship	16,183	21,907	17,500	0	0	8,500	8,500
248-000-686-000	Downtown Events	19	5,121	18,500	5,466	0	8,000	8,000
248-000-686-002	Flower Fair Revenue	0	305	0	0	0	2,500	2,500
248-000-686-004	ST EVENT REVENUE	20,361	0	1,500	0	0	3,500	3,500
248-000-686-005	ST SPONSOR REVENUE	0	0	1,500	0	0	5,000	5,000
248-000-686-006	EV CHARGING	16	634	500	1,529	0	4,200	4,200
248-000-687-000	Merchandise Sales	195	0	1,000	0	0	3,500	3,500
248-000-688-000	Gift Certificate Sales	3,425	355	500	3,375	0	4,000	4,000
248-000-694-000	Miscellaneous	683	765	2,500	9,298	0	8,000	8,000
Total Department 000:		1,070,941	1,049,267	1,893,888	1,467,344	0	2,156,542	2,156,542

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Department: 260 GENERAL ACTIVITIES								
248-260-701-000	Executive Director Wages	58,299	45,476	80,000	70,770	0	82,400	82,400
248-260-704-000	Wages - Administrative Coordi	20,248	30,948	37,188	15,786	0	32,417	32,417
248-260-706-000	Asst. Executive Director wage	24,068	28,244	71,000	62,808	0	73,130	73,130
248-260-707-000	Wages - Grounds Coordinator	1,403	1,819	5,400	3,234	0	5,400	5,400
248-260-711-013	OVERTIME	947	0	0	0	0	0	0
248-260-715-000	Social Security	7,930	8,104	14,810	11,674	0	15,254	15,254
248-260-716-000	Health Insurance- Medical	6,630	2,878	12,000	21,313	0	14,820	14,820
248-260-717-000	Life & Disability Insurance	917	331	1,320	2,109	0	1,562	1,562
248-260-718-000	Dental Insurance	475	222	770	514	0	1,132	1,132
248-260-719-000	Pension	5,003	4,365	5,632	6,520	0	6,720	6,720
248-260-721-000	Vision Care	99	46	653	667	0	720	720
248-260-801-000	CONTRACTUAL SERVICES- DOWNTOW	234	18,000	10,000	9,688	0	20,000	20,000
248-260-801-002	CONTRACTUAL SERVICS - PUBLIC	60,000	52,000	60,000	60,000	0	103,000	103,000
248-260-801-003	CONTRACT SERVICES - DPW FEE	30,000	25,814	30,000	30,000	0	27,211	27,211
248-260-801-004	CONTRACTUAL SERVICES - PA57	70,000	58,333	70,000	70,000	0	62,643	62,643
248-260-801-005	Contractual Services- Townshi	2,700	0	2,700	0	0	6,700	6,700
248-260-801-012	Contractual Services-Parking	21,000	18,200	17,440	0	0	0	0
248-260-801-022	SPECIAL SERVICES- EVENTS	20,000	17,333	20,000	462	0	0	0
248-260-801-023	Contract Services-DPW event s	10,000	8,667	10,000	300	0	0	0
248-260-801-033	Contract Services-DPW snow re	15,000	13,000	17,000	17,000	0	0	0
248-260-805-000	Audit Fees	1,545	2,950	4,490	3,979	0	5,900	5,900
248-260-810-000	Legal Services	12,726	17,497	8,000	5,733	0	3,500	3,500
248-260-823-000	Website/Software	6,828	4,343	6,000	2,687	0	4,200	4,200
248-260-823-001	Municipal Software	1,248	3,676	3,800	0	0	5,000	5,000
248-260-829-000	Planner Services	4,715	675	3,500	0	0	1,000	1,000
248-260-851-000	Telephone	3,247	2,902	3,500	2,824	0	3,500	3,500
248-260-900-000	Printing and Publication	182	0	500	0	0	500	500
248-260-920-000	Utilities	4,199	5,811	7,020	6,163	0	7,800	7,800
248-260-921-000	Municipal Street Lighting	29,474	6,418	13,740	11,938	0	13,780	13,780
248-260-930-000	Repair and Maintenance	705	58	0	0	0	1,870	1,870
248-260-930-002	Building Maintenance	1,020	323	1,100	307	0	1,200	1,200
248-260-940-000	Equipment Rental	70	0	750	102	0	1,500	1,500
248-260-941-000	Office Rent	12,000	12,000	16,800	16,800	0	16,800	16,800
248-260-942-000	Office Expenses	5,150	2,478	5,200	3,861	0	4,000	4,000
248-260-946-000	Credit Card Fees	9	0	100	0	0	175	175
248-260-956-000	Dues & Miscellaneous	1,036	1,209	1,545	1,488	0	1,900	1,900
248-260-957-000	Education & Training	8,965	919	5,000	4,905	0	8,000	8,000
248-260-958-000	General Activities Misc	739	0	350	344	0	7,500	7,500
248-260-962-000	Mileage	1,537	38	1,000	669	0	500	500
248-260-965-401	Transfer to Capital Imp Fund	0	0	67,616	0	0	112,942	112,993
248-260-965-404	Transfer Out - DDA Property A	110,000	157,500	0	0	0	0	0
248-260-974-000	Capital Outlay - Equipment	5,200	1,235	2,000	0	0	2,000	2,000
Total Department 260:		(565,548)	(553,812)	(617,924)	(444,645)	0	(656,676)	(656,727)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Department: 725 ORGANIZATION								
248-725-822-000	Newsletter	882	455	1,800	130	0	1,800	1,800
248-725-824-000	Volunteer Recognition & Dvp.	282	0	1,000	675	0	1,700	1,700
248-725-825-000	Gift Certificate Redemption	9,365	2,460	5,000	4,416	0	5,000	5,000
248-725-826-000	Historic Celebration/Educatio	1,588	580	1,000	290	0	2,500	2,500
248-725-827-000	Awareness Program	1,637	233	1,500	694	0	1,500	1,500
248-725-864-000	Grant & Scholorship Distriubu	1,000	0	0	0	0	500	500
248-725-881-000	Merchandise to Sell	75	211	1,000	0	0	1,200	1,200
Total Department 725:		(14,829)	(3,939)	(11,300)	(6,205)	0	(14,200)	(14,200)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Department: 726 DESIGN								
248-726-745-000	Beautification Supplies	1,574	648	2,600	1,394	0	7,620	7,620
248-726-746-000	Hanging Baskets	3,353	0	4,000	0	0	4,120	4,120
248-726-801-000	Contractual Services	5,172	3,650	5,500	3,080	0	5,780	5,780
248-726-843-000	Facade Program	0	5	23,680	14,274	0	25,480	25,480
248-726-845-000	Public Art Program	2,250	0	2,500	391	0	2,100	2,100
248-726-883-000	Banners and Holiday Lighting	9,639	6,000	10,000	6,844	0	8,100	8,100
248-726-975-001	Capital Outlay - Beautificati	473	0	5,000	344	0	2,300	2,300
248-726-975-002	Capital Outlay - Streets	0	0	500	0	0	2,790	2,790
248-726-980-001	PUBLIC SPACE GRANT-GENERAL	0	0	353,619	138,989	0	323,000	323,000
248-726-980-002	PUBLIC SPACE GRANT-DEVELOPMEN	0	0	242,204	16,985	0	212,000	212,000
Total Department 726:		(22,461)	(10,303)	(649,603)	(182,301)	0	(593,290)	(593,290)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Department: 728 ECONOMIC DEVELOPMENT								
248-728-801-000	Contractual Services	6,563	4,750	34,500	15,186	0	17,800	17,800
248-728-860-000	Trolley Expense	34,246	19,133	22,000	7,010	0	18,900	18,900
248-728-861-000	DATA AND METRICS	0	0	468	0	0	1,460	1,460
248-728-862-000	Training Materials	457	0	500	57	0	500	500
248-728-864-000	Grant & Scholorship Distriubu	0	0	10,800	0	0	1,000	1,000
248-728-886-000	Marketing Materials	1,325	0	2,500	11	0	2,500	2,500
248-728-886-002	Social District	3,390	232	750	60	0	2,350	2,350
248-728-888-000	Brand Marketing	29,945	18,837	50,000	19,065	0	23,700	23,700
248-728-888-001	Contractual Services Brand Ma	27,500	23,255	10,000	273	0	12,000	12,000
Total Department 728:		(103,426)	(66,207)	(131,518)	(41,662)	0	(80,210)	(80,210)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Department: 729 PROMOTION								
248-729-880-000	Event Promotion	1,796	308	2,000	405	0	2,500	2,500
248-729-880-001	Event Promo - Gazebo Series	17,342	10,170	11,000	10,600	0	14,500	14,500
248-729-880-004	Event Promo - Halloween Parad	2,015	2,451	2,500	1,240	0	2,500	2,500
248-729-880-005	Event Promo - Hmtwn/Holiday V	8,215	7,934	7,500	2,832	0	3,000	3,000
248-729-880-007	Event Promo - Flower Fair	0	0	0	0	0	1,500	1,500
248-729-880-008	EVENT PROMO-ICE FEST	0	0	250	0	0	3,500	3,500
248-729-880-010	PARTNERED EVENTS	0	0	1,500	0	0	1,500	1,500
248-729-880-011	Restaurant week	0	0	2,500	0	0	1,000	1,000
248-729-880-012	Sing & Stroll Tree Lighting	12,212	11,754	12,100	3,890	0	7,000	7,000
248-729-880-013	STRONGER TOGETHER-WINTER	682	349	2,500	385	0	2,500	2,500
248-729-880-014	STRONGER TOGETHER- SUMMER/FAL	22,704	0	1,500	128	0	1,500	1,500
248-729-880-015	Winter Activities	8,658	7,019	12,000	5,986	0	4,500	4,500
248-729-880-016	MISC EVENTS-OTHER	0	0	2,500	0	0	2,500	2,500
248-729-880-017	Movie Night	2,194	999	3,000	1,708	0	3,500	3,500
248-729-880-100	Stronger Together- smr fall	553	722	5,000	0	0	0	0
248-729-885-000	Port-A-Johns	2,124	1,794	2,600	1,008	0	1,600	1,600
248-729-895-000	Event Promo-Comm. Sponsorship	43	0	0	0	0	0	0
Total Department 729:		(78,538)	(43,500)	(68,450)	(28,182)	0	(53,100)	(53,100)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Department: 730								
248-730-885-100	Knox Box Grant Program	0	0	2,000	0	0	2,000	2,000
248-730-931-000	Repair & Maintenance-Equipmen	3,146	0	0	0	0	0	0
248-730-965-301	Interfund TRF 2023 DDA Bond P	0	0	419,709	419,709	0	419,709	420,721
248-730-965-404	Transfer Out - DDA Property A	104,178	0	0	0	0	0	0
248-730-975-000	Capital Outlay	387	1,636	53,075	12,787	0	0	0
248-730-975-003	DDA Capital Outlay	2,521	5,871	5,500	4,669	0	2,500	2,500
248-730-975-005	DDA Capital Outlay- Wayfindin	39,266	0	0	0	0	0	0
248-730-975-006	DDA Capital Outlay - Parking	251,181	0	0	0	0	10,000	10,000
248-730-975-009	Capital Outlay - Dumpsters	0	0	22,800	0	0	5,000	5,000
248-730-975-011	Capital Outlay - Trail Extens	0	0	4,300	0	0	4,300	4,300
248-730-975-020	Capital Outlay Parks & rec	25,705	0	0	0	0	0	0
Total Department 730:		(426,384)	(7,507)	(507,384)	(437,165)	0	(443,509)	(444,521)
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:								
TOTAL ESTIMATED REVENUES		1,070,941	1,049,267	1,893,888	1,467,344	0	2,156,542	2,156,542
TOTAL APPROPRIATIONS		1,211,186	685,268	1,986,179	1,140,160	0	1,840,985	1,842,048
NET OF REVENUES & APPROPRIATIONS:		(140,245)	363,999	(92,291)	327,184	0	315,557	314,494
BEG. FUND BALANCE		638,446	498,200	356,811	356,811	356,811	356,811	356,811
FUND BALANCE ADJUSTMENTS		0	2,559		0			
END FUND BALANCE		498,201	864,758	264,520	683,995	356,811	672,368	671,305

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023								
Department: 000 REVENUE								
301-000-300-001	2023 Downtown Dev Tax Exempt	3,533,382	0	0	0	0	0	0
301-000-300-002	2023 Downtown Dev Tax Exempt	1,480,827	0	0	0	0	0	0
301-000-664-000	Interest Earnings	91	1,622	900	1,439	0	900	900
301-000-671-999	Appropriation from Fund Balan	0	0	0	0	0	700,000	0
301-000-699-301	TRF in from DDA	0	0	419,709	419,709	0	419,709	420,721
Total Department 000:		5,014,300	1,622	420,609	421,148	0	1,120,609	421,621

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023								
Department: 901 CAPITAL OUTLAY								
301-901-950-000	Demolition & Land Improvement	0	2,250	500,000	172,947	0	174,500	174,500
301-901-971-000	Capital Outlay - Buildings	0	2,120,875	0	0	0	672,520	672,520
Total Department 901:		0	(2,123,125)	(500,000)	(172,947)	0	(847,020)	(847,020)

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023								
Department: 905 Downtown Dev Bond 2023								
301-905-731-000	2023 Bond Taxable Issuance E	69,350	500	0	0	0	0	0
301-905-731-001	2023 Tax exempt Bond Issuance	0	500	0	0	0	0	0
301-905-745-001	Property taxes-Orion Twp	0	3,353	0	0	0	0	0
301-905-992-003	2023 DDA BONDS TAXABLE PRINCI	0	75,000	60,000	60,000	0	60,000	60,000
301-905-992-004	2023 DDA BONDS TAX EXEMPT PRI	0	180,000	150,000	150,000	0	150,000	160,000
301-905-993-001	2023 DDA BOND TAXABLE INTERES	0	60,931	76,910	76,909	0	76,910	73,921
301-905-993-002	2023 DDA TAX EXEMPT BOND INTE	0	105,778	132,800	132,800	0	132,800	126,800
Total Department 905:		(69,350)	(426,062)	(419,710)	(419,709)	0	(419,710)	(420,721)
Fund 301 - DOWNTOWN DEV BOND PROJECT 2023:								
TOTAL ESTIMATED REVENUES		5,014,300	1,622	420,609	421,148	0	1,120,609	421,621
TOTAL APPROPRIATIONS		69,350	2,549,187	919,710	592,656	0	1,266,730	1,267,741
NET OF REVENUES & APPROPRIATIONS:		4,944,950	(2,547,565)	(499,101)	(171,508)	0	(146,121)	(846,120)
BEG. FUND BALANCE		0	4,944,950	2,794,812	2,794,812	2,794,812	2,794,812	2,794,812
END FUND BALANCE		4,944,950	2,397,385	2,295,711	2,623,304	2,794,812	2,648,691	1,948,692

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 403 DDA PUBLIC INFRASTRUCTURE FUND								
Department: 000 REVENUE								
403-000-699-248	Interfund Transfer In - DDA	0	0	0	0	142,469	112,993	112,993
Total Department 000:		0	0	0	0	142,469	112,993	112,993
Fund 403 - DDA PUBLIC INFRASTRUCTURE FUND:								
TOTAL ESTIMATED REVENUES		0	0	0	0	142,469	112,993	112,993
TOTAL APPROPRIATIONS		0	0	0	0	0	0	0
NET OF REVENUES & APPROPRIATIONS:		0	0	0	0	142,469	112,993	112,993
BEG. FUND BALANCE		0	0	0	0	0	142,469	142,469
END FUND BALANCE		0	0	0	0	142,469	255,462	255,462

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 404 DDA PROPERTY ACQUISITION								
Department: 000 REVENUE								
404-000-664-000	Interest Earnings	189	104	0	96	0	0	0
404-000-699-248	Interfund Transfer In - DDA	214,178	157,500	0	0	0	0	0
Total Department 000:		214,367	157,604	0	96	0	0	0

GL Number	Description	22-23 Activity	23-24 Activity	24-25 Amended Budget	24-25 Activity	24-25 Projected	25-26 DEPT. REQUESTED	25-26 MGR APPROVED
Fund: 404 DDA PROPERTY ACQUISITION								
Department: 901 CAPITAL OUTLAY								
404-901-971-000	Capital Outlay - Building	0	0	169,436	0	0	169,436	169,436
404-901-992-000	Bond Principal	100,000	300,000	0	0	0	0	0
404-901-995-000	Bond Interest	10,000	15,000	0	0	0	0	0
Total Department 901:		(110,000)	(315,000)	(169,436)	0	0	(169,436)	(169,436)
Fund 404 - DDA PROPERTY ACQUISITION:								
TOTAL ESTIMATED REVENUES		214,367	157,604	0	96	0	0	0
TOTAL APPROPRIATIONS		110,000	315,000	169,436	0	0	169,436	169,436
NET OF REVENUES & APPROPRIATIONS:		104,367	(157,396)	(169,436)	96	0	(169,436)	(169,436)
BEG. FUND BALANCE		222,473	326,841	169,465	169,465	169,465	169,465	169,465
END FUND BALANCE		326,840	169,445	29	169,561	169,465	29	29
Report Totals:								
TOTAL ESTIMATED REVENUES - ALL FUNDS		6,299,608	1,208,493	2,314,497	1,888,588	142,469	3,390,144	2,691,156
TOTAL APPROPRIATIONS - ALL FUNDS		1,390,536	3,549,455	3,075,325	1,732,816	0	3,277,151	3,279,225
NET OF REVENUES & APPROPRIATIONS:		4,909,072	(2,340,962)	(760,828)	155,772	142,469	112,993	(588,069)
BEG. FUND BALANCE - ALL FUNDS		860,920	5,769,990	3,321,088	3,321,088	3,321,088	3,463,557	3,463,557
FUND BALANCE ADJUSTMENTS - ALL FUNDS		0	2,559		0			
END FUND BALANCE - ALL FUNDS		5,769,992	3,431,587	2,560,260	3,476,860	3,463,557	3,576,550	2,875,488

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC DDA/Village Services Agreement – Public Works Enhanced Services

BACKGROUND BRIEF:

Council is scheduled to consider approving a services agreement between the Lake Orion Downtown Development Authority and the Village for Public Works Department enhanced services within the DDA district. The proposed agreement reflects the extensive discussions between Administration, DDA, and the ad hoc committee charged with reviewing the services agreements. The enhanced public works services will be reduced from previous years at the request of the DDA. The DDA Board of Directors approved the proposed agreement at its regular meeting held on May 20, 2025.

Attached is the proposed agreement as well as a listing of the services included in, and excluded from the agreement.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

The proposed agreement would permit the Village Public Works Department to provide certain enhanced services to the DDA at a fee of $27,210.31 for FY 2025-26.

RECOMMENDED MOTION:

To approve as presented the Intergovernmental Services Agreement Between the Lake Orion Downtown Development Authority and the Village of Lake Orion for Public Works enhanced services for the period of July 1, 2025, through June 30, 2026, in the amount of $27,310.31, and authorize the Village Manager to execute the agreement on behalf of the Village.

INTERGOVERNMENTAL SERVICE AGREEMENT
Between the Lake Orion Downtown Development Authority and the Village of Lake Orion

This Agreement is entered into this ___ day of _____, 2025, by and between the **Lake Orion Downtown Development Authority** ("DDA"), located at 118 N. Broadway St., Lake Orion, MI 48362, and the **Village of Lake Orion** ("Village"), a Michigan municipal corporation located at 21 E. Church St., Lake Orion, MI 48362. Collectively, the DDA and the Village are referred to as the "Parties."

RECITALS

Whereas, the DDA and Village seek to collaborate on essential public works services that directly support the safety, cleanliness, and operations of the Downtown district;

Whereas, the Parties desire to define and limit the scope of services provided by the Village Department of Public Works (DPW) on behalf of the DDA;

Now, therefore, in consideration of the mutual covenants and obligations contained herein, the Parties agree as follows:

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1. TERM AND TERMINATION

a) **Initial Term.** This Agreement shall commence on **July 1, 2025**, and shall terminate on **June 30, 2026**, unless otherwise terminated in accordance with this section.

b) **Automatic Renewal.** This Agreement shall automatically renew for successive one-year terms unless either Party provides notice of termination at least **90 days** prior to the renewal date.

c) **Termination.** Either Party may terminate this Agreement for any reason by providing at least **90 days' written notice**. Upon termination, DPW will complete any in-progress services or transition responsibilities as agreed upon.

d) **Annual Review.** The Parties shall meet at least annually in May to review performance, costs, and make any necessary amendments for the following fiscal year.

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2. SCOPE OF SERVICES

The Village DPW shall provide the following services to the DDA district during the term of this Agreement:

1. **Streetlight and Electrical Outlet Repair**
   DPW will perform maintenance and repair of DDA-owned or designated decorative streetlights and public electrical outlets within the Downtown district, including diagnosis, bulb or fixture replacement, and minor pole repairs.
2. **Trash Pickup – Twice Weekly**
   DPW will empty public trash receptacles within the DDA district **two times per week**, year-round. The DDA shall provide all required trash bags, liners, and replacement containers as needed.
3. **Tree Trimming of Streetscape Trees**
   DPW will trim and maintain all trees located in DDA streetscape areas to promote safety, visibility, and overall aesthetic value.
4. **Downtown Cleaning (Sidewalk Blowing for Street Sweeping)**
   Every other week, two DPW staff members will report at **4:00 a.m.** to blow debris and litter from Downtown sidewalks and hardscape surfaces into the street to be collected by the Village street sweeper during normal sweeping operations.
5. **Special Event Support**
   DPW will assist with setup and breakdown of DDA-sponsored events, including barricade placement and removal, and trash collection during and after the event. Support must be coordinated with DPW at least two weeks in advance of the scheduled event.
6. **Mulching of DDA-Improved Properties**
   DPW will provide and spread mulch annually in designated DDA-maintained landscaped areas, including flower beds, tree bases, and other planted features.

No additional services shall be provided under this Agreement unless formally amended in writing by both Parties.

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3. COMPENSATION

The DDA shall pay the Village the sum of **$27,210.31 annually**, to be invoiced and paid in four equal quarterly installments. This amount reflects labor and equipment costs associated with the above Scope of Services, based on current operational rates.

The DDA shall supply all consumables (e.g., trash bags, liners, mulch) related to the services provided, unless otherwise agreed in writing. The DDA will also be provided a cost for replacement electrical parts when electrical repairs are needed.

If service levels, labor rates, or material costs change significantly, either Party may request a cost renegotiation during the annual review period.

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4. INSURANCE AND LIABILITY

Each Party shall maintain appropriate insurance coverage for its operations and employees. Neither Party shall be liable to the other for incidental, indirect, or consequential damages arising out of the performance of this Agreement, except in cases of gross negligence or willful misconduct.

5. DISPUTE RESOLUTION

In the event of any dispute concerning the interpretation or application of this Agreement, the Parties shall meet in good faith to resolve the issue. If resolution is not achieved, the matter shall be referred to the Village Manager for non-binding mediation.

6. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the DDA and the Village with respect to the services herein described and supersedes any prior agreements or understandings. Amendments must be made in writing and signed by authorized representatives of both Parties.

7. SIGNATURES

VILLAGE OF LAKE ORION

Darwin McClary
Village Manager

LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY

Debbie Burgess
Board Chair

Attest:

Wes Sanchez, DPW Director

Matthew Gibb, DDA Director

		TOTAL	***$69,237.65***
Equipment Operator -(Includes fringes)		$38.91	
Equipment Rental/Oakland County	(truck & plow)	$26.20	
Sidewalk Machine		$19.85	

Snow Removal	**Hours**	**Wages**		**Material (salt)**	**Equipment Rental**
Upper Municipal (old whiskey's)	1	$38.91		$22.00	$26.20
DDA Office (Drive and sidewalk)	0.5	$19.46		9.925	
Sidewalk Snow/Ice Control	4	$155.64		79.4	
Slater St. Lot (and sidewalk)	0.5	$19.46	NO	$11.00	$13.10
Fork and Pint	0.5	$19.46		$22.00	$13.10
DDA parking Lot	0.5	$19.46		$22.00	$13.10
54 North	0.5	$19.46		$22.00	$13.10
	Sub Totals	**$291.83**		**$188.33**	**$78.60**
Snow events per year	20			**TOTAL**	$8,381.25

Equipment rental (backhoe)	$77.12
Equipment rental (5yd Dump)	$56.15
sidewalk machine	$19.85

Snow Hauling	**Hours**	**Wages**		**# of Employees**	**Equipment Rental**
Pull Snow off Sidewalks, Haul away	5	$389.10		2	$561.50
pulling and loading snow	5	$194.55		1	$385.60
pushing snow sidewalk machine	5	$194.55	NO	1	$99.25
	Sub Totals	**$778.20**		**4**	**$1,046.35**
	10 snow events / year			**TOTAL**	$13,684.13

Equipment rental (truck)	$13.41
Equipment operator (includes fringe)	$38.91

Street Light & Outlet	Hours	Wages	# of Employees	Equipment Rental
Diagnostics	2	$155.64	2	$12.75
Replace Bulb	0.5	$38.91	2	$6.71
Replace Ballast	2	$155.64	2	$26.82
Replace outlet	3	$233.46	2	$40.23
reset breakers	3	$116.73	1	$40.23
	Sub Totals	**$700.38**		
			TOTAL	$827.12

YES

Equipment rental (truck)	$13.41
Equipment operator (includes fringe)	$38.91

Garbage Pickup	Hours/week	Wages	# of employees	Equipment Rental
	4	$155.64	1	$53.64
			Sub total	**$209.28**
		x 48 weeks =	**TOTAL**	$10,045.44

YES

Equipment operator (includes fringe)	$38.91
equipment rental (atv)	$14.43

De weeding Flower Gardens	Hours	Wages	Materials	Equipment Rental
Weed Killer (spray atv)	16	$622.56		$230.88
2 bottles of weed killer @159.99 EA.			$319.98	

NO

Includes Childrens Park (Broadway), Flint & Broadway, New parking lot.
new areas since last worksheet
Parking Lots- Slater St., Lot across from DDA, Fork and pint Lot,

			TOTAL	$1,173.42

Equipment operator (includes fringe)	$38.91
Equipment rental (truck)	$13.41

Christmas Decorations	**Hours**	**Wages**	**Equipment Rental**	
Light Pole Garland (2 employees) Cutting garland, testing lights, hanging and removing	60	$4,669.20	$804.60	
Tree Lights (2 employees) Testing and Hanging	40	$3,112.80	$536.40	
Removing (2 employees)	20	$1,556.40	$268.20	
Christmas Tree (3 employees) Retrival, installation, decoration, removal, disposal	15	$1,750.95	$402.30	
	Sub Totals	**$11,089.35**	**$2,011.50**	
			TOTAL	$13,100.85

NO

Equipment operator (includes fringe)	$38.91
Equipment rental (truck)	$13.41
Equipment rental (chainsaw)	$6.19
Equipment rental (wood chipper)	$36.21

Tree Trimming	**Hours**	**Wages**	**Equipment Rental**	
2x year (1 employee)	40	$1,556.40	$3,788.80	
5 year plan until trees mature then this will be routine maintenance				
			TOTAL	$5,345.20

YES

Equipment operator (includes fringe)	$38.91

Equipment rental (truck) $13.41

Banner Installation	Hours	Wages	Equipment Renal	
24 Banners (2 people)				
Installation	8	$622.56	$107.28	
Removal	8	$622.56	$107.28	
Misc. Repairs	4	$311.28	$53.64	
	Sub Totals	*$1,556.40*	*$268.20*	
			TOTAL	$1,824.60

NO

Entry Sign Rotation	Hours	Wages	Equipment Rental
Entry signs are no longer there			

Equipment operator (includes fringe) $38.91
Equipment rental (truck) $13.41

Downtown Cleaning	Hours	Wages	Equipment Rental	
Every Other Week	80	$6,225.60	$1,072.80	
2 People				
			TOTAL	$7,298.40

YES

Equipment operator (includes fringe) $38.91
Equipment rental (truck) $13.41
Equipment rental (air compressor) $14.48

Sprinkler System	Hours		Wages	Materials	Equipment Rental
Charge System	4		$311.28		$53.64
Make Repairs (heads & fittings)	16	NO	$1,245.12	$100.00	$214.56
Winterize System	3		$233.46		$43.44
	Subtotal		*$1,789.86*	*$100.00*	*$311.64*
(x2 employees)					
				TOTAL	$2,201.50

Equipment operator (includes fringe) $38.91
Equipment rental (truck) $13.41

Flower Baskets	Hours		Wages	Equipment Rental	
Preperation (1 Person)	2		$77.82		
Installation (2 People)	8	NO	$622.56	$107.28	
Removal & Emptying (2 People)	10		$778.20	$134.10	
	Sub Total		*$1,478.58*	*$241.38*	
				TOTAL	$1,719.96

Equipment operator (includes fringe) $38.91
Equipment rental (truck) $13.41

Special Events	Hours		Wages	Equipment Rental	
Flower Fair (2 People)	16		$1,245.12	$214.56	
Resolution Run (2 people)	8		$622.56	$107.28	
Halloween Parade (2 people)	2	YES	$155.64	$26.82	
Ice fest (2 people)	2		$155.64	$26.82	
During Event Work (1 Person)	6		$233.46	$13.41	
	Sub Total		*$2,412.42*	*$388.89*	
				TOTAL	$2,801.31

Batricades, Clean-up (before and

after), Set-up, break down.

Equipment operator (includes fringe)	$38.91
Equipment rental (truck)	$13.41

Mulch	Hours	Wages	Equipment Rental	
Four Corners (2 People)	4	$311.28	$53.64	
Childrens Park (2 people)	4	$311.28	$53.64	
Upper Municipal Lot (new)	2	$77.82	$26.82	
	Sub Total	*$700.38*	*$134.10*	
			TOTAL	$834.48
Remove Old (When Necessary)				
Add New Mulch	Price does not include cost of mulch			

YES

TOTALS	$69,237.65

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC DDA/Village Services Agreement – Police Department Enhanced Services

BACKGROUND BRIEF:

Council is scheduled to consider approving a services agreement between the Lake Orion Downtown Development Authority and the Village for Police Department enhanced services within the DDA district. The proposed agreement reflects the extensive discussions between Administration, DDA, and the ad hoc committee charged with reviewing the services agreements. The enhanced police services include the provision of one full-time police officer primarily dedicated to patrols and other services and enhanced code enforcement services within the DDA district. The DDA Board of Directors approved the proposed agreement at its regular meeting held on May 20, 2025.

Attached is the proposed agreement as well as a listing of the services.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

The proposed agreement would permit the Village Police Department to provide one police officer dedicated primarily to the downtown district as well as enhanced code enforcement services for the DDA at a fee of $103,000 for FY 2025-26.

RECOMMENDED MOTION:

To approve the Enhanced Public Safety Agreement Between the Lake Orion Downtown Development Authority and the Village of Lake Orion for Police Department enhanced police officer and code enforcement services in the total amount of $103,000 with the correction to the "Duration of Agreement" section to change the ending date to June 30, 2026, and authorize the Village Manager to execute the agreement on behalf of the Village.

ENHANCED PUBLIC SAFETY AGREEMENT

Lake Orion Downtown Development Authority
and
Village of Lake Orion

This Agreement is entered into this _____ day of _____, 2025 between the **Village of Lake Orion**, a Michigan municipal corporation, whose address is 21 E Church Street, Lake Orion, Michigan 48362 (hereafter "Village"), and the **Lake Orion Downtown Development Authority** whose address is 118 N. Broadway St., Lake Orion MI 48362 (hereafter "DDA").

RECITALS

WHEREAS, the Village of Lake Orion ("Village") is responsible for providing municipal policing services to ensure public safety within its jurisdictional boundaries, including the Downtown Development District; and

WHEREAS, the Lake Orion Downtown Development Authority ("DDA") desires to enhance public safety and support economic vitality within the Downtown Development District by contracting with the Village for enhanced police services in addition to the Village's standard policing obligations; and

WHEREAS, the Village agrees to continue to provide general policing services to the entire Village, and the DDA agrees to fund the cost of the additional, enhanced police services within the Downtown Development District as set forth in this Agreement;

PROPOSED

WHEREAS, the Village agrees to continue to provide general code enforcement services to the entire Village, and the DDA agrees to fund the cost of the additional, enhanced code enforcement services within the Downtown Development District as set forth in this Agreement;

IT IS AGREED AS FOLLOWS:

1. **SERVICES TO BE PROVIDED** – The Village Police Department shall provide to the DDA, in addition to all general policing services performed within and for the Village, the following specific services:

   A. **Enhanced Public Safety Services:** The Village and the DDA will jointly fund the position of the DDA-designated officer as follows: An additional sworn officer will be assigned primarily to provide enhanced patrol and public safety services within the DDA boundaries. While Village-wide public safety needs may occasionally require temporary reassignment, the officer's principal duties will focus on the DDA area, including proactive patrols, community engagement, event support, and code enforcement assistance.

Enhanced Services shall include:

- Routine foot and vehicular patrols focused on high-traffic DDA areas during peak hours, particularly evenings and weekends.
- Focused visibility in pedestrian-heavy zones to deter nuisance behavior, address quality-of-life concerns, and provide a sense of safety for visitors, patrons, and business owners.
- Proactive outreach and routine contact with downtown business owners, managers, and employees to foster relationships, discuss concerns, and collaboratively identify solutions.
- After-hours door checks and perimeter walkthroughs to ensure business premises are secure.
- Parking enforcement related to on street and public lot parking to deter and address overnight parking violations in public spaces.
- Additional patrol coverage during post-event periods to address elevated activity in bars, restaurants, and pedestrian areas following parades, festivals, carnivals, or other events.
- Monitoring for disorderly conduct, public intoxication, traffic safety, and crowd management after special events conclude.
- Documentation and referral to Code Enforcement of observed ordinance violations related to signage, property maintenance, or other infractions.
- Participation in meetings with the DDA and Village staff to report trends, address recurring issues, and align safety initiatives with community priorities.

PROPOSED

The Police Chief shall provide the DDA with a monthly report summarizing overall police officer activity within the DDA zone, including a general overview of services provided, incidents addressed, and proactive police services conducted. This report shall serve as supporting documentation for monthly invoices of enhanced services.

B. The Village and the DDA will jointly fund a Full-Time Code Enforcement Officer whose primary responsibility will be to provide enhanced code enforcement services within the DDA boundaries. While the officer may address Village-wide code issues, their primary focus will be on the DDA area.

Enhanced Services shall include:

- Proactive enforcement of applicable ordinances with a focus on education and compliance rather than punitive action.
- Real-time inclusion of the DDA in code enforcement notifications, allowing for timely collaboration among the DDA, Code Enforcement, and property owners to resolve issues effectively.

- Regular coordination with businesses and property owners to promote a welcoming and well-maintained downtown environment, helping individuals understand requirements and offering assistance in achieving compliance.
- Bi-weekly coordination meetings with DDA executive staff and the Police Chief to provide updates on enforcement trends and align strategies impacting the DDA.
- Attendance at Lo-Down community meetings to present recurring code issues using accessible formats (e.g., PowerPoints) and to engage directly with community members.
- Participation in DDA board meetings as needed to provide updates, solicit feedback, and coordinate enforcement efforts.
- Proactive community outreach to foster strong relationships with DDA stakeholders and promote ordinance awareness and voluntary compliance.
- Assistance in developing programs and initiatives supporting property maintenance, beautification, and public safety goals aligned with the DDA's mission.
- Quarterly walk-throughs of the DDA district with DDA and Village staff to identify and address issues collaboratively.
- Establishment of a dedicated email contact for the DDA, allowing for direct communication with the Code Enforcement Officer to promptly address concerns and coordinate responses.

PROPOSED

The Police Chief shall provide the DDA with a monthly report summarizing code enforcement activity within the DDA District. In addition to the monthly report, the DDA shall be promptly notified of relevant code infractions issued within the district. This notice shall include sufficient details to inform both the DDA and the affected property owner or complainant of the nature of the violation, along with available options for resolution, compliance guidance, and the opportunity to cure the issue. This collaborative approach is intended to support transparency, facilitate timely resolution, and promote voluntary compliance.

2. **PERSONNEL** – The Village, through its Police Chief shall employ and supervise all personnel which are necessary for the Village Police Department in the performance of its duties and functions under this Agreement. The DDA shall not be liable for the direct payment of any salaries, wages, or other compensation to any police personnel, and the DDA does hereby disclaim any liability in that regard, unless it has failed to make payment to the Village for the services rendered, except as otherwise specifically stated herein**.** In the event that the DDA fails to make timely payment to the Village for services rendered, the DDA shall remain obliged for all sums due and owing under the provisions of this agreement and payment by the Village for Police Department services shall not act as either an expressed or an implied waiver relative to the obligations for payment of said compensation by the DDA.

The Village shall have the responsibility for hiring, terminating, discharging, disciplining,

supervising and paying for any and all personnel as are required to provide the services under this agreement.

3. **EQUIPMENT AND TRAINING** – The Village Police Department shall be responsible for providing all necessary training for personnel assigned to enhanced services under this Agreement, for police officers and code enforcement officers. The Village shall also be responsible for the maintenance, replacement, and operational readiness of all Village-owned equipment used in the provision of these services. This includes, but is not limited to, police vehicles, uniforms, firearms, duty gear, software programs, radio equipment, bullet-resistant vests, and conducted energy weapons (e.g., Tasers).

   All costs associated with the training, equipment, and operational readiness of personnel providing enhanced services within the DDA District are deemed ancillary costs and are included in the total fixed contract amount. No additional or separate charges shall be billed to the DDA for these purposes.

4. **INSURANCE** – The Village shall be responsible for the maintenance of all insurance for the protection of the Village Police Department equipment and personnel, as well as liability. Any insurance policy wherein the DDA or Village is named as insured and wherein coverage is for the Village Police Department function described in this Agreement, including but not limited to insurance for police vehicles, general liability, police professional, umbrella liability, insurance for acts or omissions of Village Police Officers, the Village may include the DDA and its Officials as an additional insured on such policies of insurance. The DDA has the right to examine all insurance policies pertaining to police work on an annual basis.

PROPOSED

5. **COST OF SERVICES** – The cost of services provided under this agreement, which shall be funded by the Lake Orion Downtown Development Authority, shall be based upon the following:

   As to Enhanced Public Safety Services articulated in this Agreement, the DDA agrees to pay the Village a flat monthly fee, for a total annual contract amount of **$85,000.** This amount is fixed for the term of the Agreement and covers all personnel time, resources, and ancillary costs associated with the delivery of services. No overtime or any additional charges shall apply.

   - The Village of Lake Orion shall assign one (1) full-time Police Officer whose primary responsibility will be to provide enhanced public safety services within the Downtown Development Authority (DDA) District. This officer shall be assigned to perform approximately 2,080 hours of service annually, consistent with a full-time employee schedule. This total includes any accrued time off (e.g., vacation, sick leave, or other approved absences), as defined in the POAM contract and no additional personnel will be provided to backfill during such absences.

- While this officer's primary assignment will be within the DDA district, the Village reserves the right to reassign the officer to other areas within the Village as operational needs require.

- The DDA shall reimburse the Village for eighty percent (80%) of the salary, benefits, and ancillary costs associated with the dedicated officer, reflecting the officer's primary presence and service within the DDA.

- The Village shall be responsible for the remaining twenty percent (20%) of the salary, benefits, and ancillary costs, accounting for occasional reassignment throughout the Village.

- Additional Police Department personnel may also contribute to the delivery of enhanced public safety services within the DDA, and such support is included in the total cost for enhanced services outlined in this Agreement.

As to Enhanced Code Enforcement Services articulated in this Agreement, the DDA agrees to pay the Village a flat monthly fee, for a total annual contract amount of **$17,000.** This amount is fixed for the term of the Agreement and covers all personnel time, resources, and ancillary costs associated with the delivery of services. No overtime or any additional charges shall apply.

PROPOSED

- The Village of Lake Orion shall assign one (1) full-time Code Enforcement Officer whose primary responsibility will be to provide enhanced code enforcement services within the Downtown Development Authority (DDA) District. This officer shall be assigned to perform approximately 2,080 hours of service annually, consistent with a full-time employee schedule. This total includes any accrued time off (e.g., vacation, sick leave, or other approved absences), as defined in the POAM contract and no additional personnel will be provided to backfill during such absences.

- While the officer's primary focus will be within the DDA boundaries, the Village may reassign the officer as needed to support code enforcement throughout the Village to ensure consistent, equitable enforcement.

- The DDA shall reimburse the Village for thirty percent (30%) of the salary, benefits, and ancillary costs associated with the assigned officer, reflecting the officer's substantial presence and duties within the DDA.

- The Village shall be responsible for the remaining seventy percent (70%) of the salary, benefits, and ancillary costs, reflecting the officer's additional responsibilities Village-wide.

- This shared cost model ensures accountability while supporting the mutual interests of the DDA and the Village in maintaining a well-managed, business-friendly downtown

environment.

- Additional Code Enforcement personnel may also contribute to the delivery of enhanced code enforcement services within the DDA, and such support is included in the total cost for enhanced services outlined in this Agreement.

6. **PAYMENT** – The DDA shall pay monthly payments by the end of the calendar month based upon the amount determined under Section 5 above.

7. **DURATION OF AGREEMENT** – This Agreement shall become effective on July 1, 2025, and shall continue in effect through June 31, 2026. However, either party may withdraw from this Agreement by giving sixty (60) days written notice to the other party.

8. **DISPUTE RESOLUTION** – The Village Police Chief shall be responsible for the administration of this agreement and shall make every effort to resolve any differences or disagreements that may arise hereunder with the DDA. Recommendations for any changes or amendments to this Agreement may be made by the Downtown Development Authority Executive Director, the Village Manager, or the Chief of Police, subject to approval by the Village Council and DDA Board of Directors.

9. **COST RECOVERY** – All monies collected for fines, costs, and judgments for violations of local ordinances and state statutes shall be retained by the Village of Lake Orion. Such revenues shall not be credited toward or offset against the contract amount specified in this Agreement. As part of this contract, the Lake Orion Police Department will provide free redacted reports related to incidents involving property damage to DDA owned property, including any insurance information when available, at no extra cost. These reports will be sent within seven (7) business days after the incident. The Police Department will also assist the DDA in the cost recovery process when appropriate, including providing documentation necessary for insurance or restitution claims.

PROPOSED

10. **AMENDMENT** – This agreement may be amended by the parties, only in writing and signed by all parties.

IN WITNESS, the parties have executed this Agreement this _____ day of _____, 2025.

VILLAGE OF LAKE ORION, a Michigan Municipal Corporation

BY: _____
Darwin McClary
Village Manager

LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

BY:_____
Debbie Burgess
Chairperson

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: May 27, 2025

TOPIC FY 2025-26 Non-Union Pay Ranges and Pay Rates

BACKGROUND BRIEF:

The Village Manager is recommending that the Village Council adopt a resolution establishing FY 2025-26 salary and pay ranges for administrative officer and non-union positions of the Village as well as a 4% salary or wage adjustment for employees currently filling those positions. The salary and wage increase is commensurate with the increases approved for the POAM and AFSCME employees. The adjustments to the salary or wage ranges is commensurate with the Michigan Department of Treasury inflation rate of 3.1% for the past year.

Attached is the proposed resolution for consideration by Council.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

Please refer to the attached resolution. Wage and salary increases will also result in commensurate increases in payroll taxes (7.65% of the increased pay) and contributions to employee defined contribution retirement programs (10% of the increase in the base pay).

RECOMMENDED MOTION:

To adopt the following resolution approving the FY 2024-25 non-union pay ranges and rates:

VILLAGE OF LAKE ORION
COUNTY OF OAKLAND
STATE OF MICHIGAN

COUNCIL RESOLUTION

A RESOLUTION SETTING THE FY 2025-26 PAY RANGES AND PAY RATES OF ADMINISTRATIVE OFFICERS AND NON-UNION EMPLOYEES OF THE VILLAGE OF LAKE ORION PURSUANT TO SECTION 3.10 OF THE VILLAGE CHARTER.

WHEREAS, Section 3.10 of the Village of Lake Orion charter requires the Village council to set the salaries for the administrative officers of the Village in accordance with budgetary appropriations; and

WHEREAS, the current administrative officers of the Village are the Village Manager, Clerk-Treasurer, Deputy Clerk-Treasrer, Attorney, Police Chief, and Public Works Director; and

WHEREAS, the Village Attorney is currently an independent contractor position rather than a full-time position of the Village and is compensated under a separate professional services contract; and

WHEREAS, the Village council desires to establish the pay ranges and pay rates for the administrative officer and non-union positions of the Village except for the Village Attorney;

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Section 3.10 of the Village of Lake Orion charter, and in accordance with budget appropriations, the Village council for the Village of Lake Orion does hereby establish the FY 2025-26 pay ranges and pay rates for the administrative officers and non-union positions of the Village effective July 1, 2025, as follows:

POSITION	**MINIMUM SALARY** **3.1% Adjustment**	**MAXIMUM SALARY** **3.1% Adjustment**	**SALARY** **4% Adjustment**
Village Manager	~~89,250~~ 92,017	~~109,200~~ 112,585	~~95,500~~ Pending Negotiation
Clerk/Treasurer	~~69,300~~ 71,448	~~87,150~~ 89,852	~~78,225~~ 81,354
Deputy Clerk/ Treasurer	~~61,950~~ 63,870	~~79,800~~ 82,274	~~65,100~~ 67,118
Deputy Finance Director/Treasurer	~~25.24~~ 26.02 per hour	~~32.81~~ 33.83 per hour	~~25.24~~ 26.25 per hour
Office Coordinator Account Clerk Utility Billing Clerk	~~21.00~~ 21.65 per hour	~~25.20~~ 25.98 per hour	~~24.11~~ 25.07 per hour
Public Works Director	~~69,300~~ 71,448	~~87,150~~ 89.852	~~78,225~~ 81,354

POSITION	**MINIMUM SALARY** **3.1% Adjustment**	**MAXIMUM SALARY** **3.1% Adjustment**	**SALARY** **4% Adjustment**
Police Chief	~~73,500~~ 75,778	~~93,450~~ 96,347	~~87,500~~ 91,000
Police Lieutenant	~~32.47~~ 33.48 per hour	~~40.39~~ 41.64 per hour	~~37.24~~ 38.73 per hour
Lifeguard Supervisor	N/A	N/A	~~20.00~~ 20.80 per hour
Lifeguard – Returning	N/A	N/A	~~18.00~~ 18.72 per hour
Lifeguard – New	N/A	N/A	~~17.00~~ 17.68 per hour

BE IT FURTHER RESOLVED that the Village Council hereby authorizes the Village Manager to make the necessary adjustments to the FY 2025-26 Budget to provide the necessary appropriations to implement and administer this pay plan on behalf of the Village.

AYES:
NAYS:
ABSENT:

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL DURING ITS REGULAR MEETING HELD ON MAY 27, 2025.

_____
Sonja Stout, Village Clerk