AGENDA

REGULAR MEETING OF THE VILLAGE COUNCIL

Monday, August 24, 2026

6:30 PM

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

(248) 693-8391 ext. 102

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

1. **Call to Order**

2. **Pledge of Allegiance**

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

4. **Presentations**

5. **Call to the Public**

6. **Approval of Agenda**

   By order of the President/Chair, no matters will be discussed after 9:30 PM, unless the Council votes to continue the meeting.

7. **Consent Agenda**

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

   A. Approval of Engagement Letter for Auditing Services – AHP PLC

   B. Receive and File of the Correspondence from Kathleen Schmidt

   C. Approval of Village Council Regular Meeting Minutes of August 10, 2026

   D. Receive and File of DDA Regular Meeting Minutes of July 21, 2026

   E. Receive and file Invoice Distribution Report for August 25, 2026

F. Receive and File of Orion Township Building Permit Report from July 16, 2026 to August 15, 2026

8. Items Removed from the Consent Agenda

9. Public Hearings

10. Other Items

A. Recommendation from Village Manager on Combination of DDA Board with Planning Commission

B. Award of Contract and Budget Amendments - 2026 Street Improvement Project

C. FY 2026-27 Budget Amendment – 2026 Sidewalk Improvement Program District #2 Bulletin #1 Additional Scope of Work

11. Call to the Public

12. DDA Executive Director Comments

13. Council Comments

14. Village Manager Comments

15. Closed Session Items

16. Business From Closed Session

17. 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: August 24, 2026

TOPIC Approval of Engagement Letter for Auditing Services – AHP PLC

BACKGROUND BRIEF:

Administration is requesting that Village Council approve the engagement letter for auditing services for fiscal year ending June 30, 2026, with Andrews Hooper Pavlik PLC and authorize the Village Manager to execute the letter on behalf of the Village. The engagement letter sets forth the auditing services to be provided and the audit scope, procedures, and standards, and the responsibilities of the Village in assisting with audit completion. The engagement letter and supporting information is attached.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

The total estimated cost for the auditing services is $17,600 for the audit of the Village and DDA financial statements for the fiscal year ending June 30, 2026. The cost of the financial statement audit will be allocated among several Village funds and the DDA.

In addition, an estimated $8,000 will be incurred for a Single Audit related to the EPA grant reimbursement in the Water and Sewer Fund.

The combined estimated cost of the financial statement audit and Single Audit is $25,600.

RECOMMENDED MOTION:

To approve the 2026 engagement letter for auditing services from Andrews Hooper Pavlik PLC in the estimated amount of $17,600 for completion of the audit of the Village and DDA financial statements for the fiscal year ending June 30, 2026, and an estimated $8,000 for the Single Audit related to the EPA grant reimbursement in the Water and Sewer Fund, and to authorize the Village Manager to execute the acknowledgment of the engagement letter on behalf of the Village.

AHP
CPAs & ADVISORS

ANDREWS HOOPER PAVLIK PLC
844-497-5300 | www.ahp.cpa

July 29, 2026

Mr. Darwin McClary, Village Manager
Village Council
Village of Lake Orion
21 E. Church Street
Lake Orion, Michigan 48362

We are pleased to confirm our understanding of the public accounting services performed by Andrews Hooper Pavlik PLC (AHP) as your CPA, which we are to provide for the Village of Lake Orion for the year ended June 30, 2026. In order to better understand each party's obligations, the terms "we," "us," and "our" will identify the firm of AHP. The terms "entity," "you," "your," and "client" will apply to management and those charged with governance of the Village of Lake Orion (Village). This engagement letter and addendum embody the entire agreement regarding these services to be rendered by our firm to the Village of Lake Orion.

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely-presented component unit, each major fund, the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the Village of Lake Orion as of and for the year ended June 30, 2026. Services will be performed in accordance with the Professional Standards promulgated by the American Institute of Certified Public Accountants.

Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the financial statements. Such information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board (or other authoritative body) who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the financial statements, and other knowledge we obtained during our audit of the financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by accounting principles generally accepted in the United States of America and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Budgetary Comparison Schedules

- Schedules of Changes in the Employer's Net Pension and OPEB Liability and Related Ratios
- Schedules of Pension and OPEB Contributions

Other supplementary information other than RSI also accompanies the financial statements. We will subject the following other supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and will provide an opinion on it in relation to the financial statements as a whole in a separate written report accompanying our auditor's report or in a report combined with our auditor's report:

- Combining and individual fund and component unit financial statements
- Schedule of Expenditures of Federal Awards and related notes

Also, the document we submit to you will include the following other supplementary information that will not be subjected to the auditing procedures applied in our audit of the financial statements and for which our auditors' report will not provide an opinion or any assurance:

- Schedule of Indebtedness – proprietary fund

Objectives and Audit Scope

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP and to report on the fairness of the schedule of expenditures of federal awards when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards.*

- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulation (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in the financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Audit Procedures

General

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts. These procedures may, for example, include tests of the physical existence of inventories and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected customers, creditors, legal counsel, and financial institutions. Since we may determine such procedures are not appropriate under the circumstances, alternative procedures may be required. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or government regulations that come to our attention, unless clearly inconsequential.

We have advised you of the limitations of our audit regarding the detection of fraud and the possible effect on the financial statements (including misappropriation of cash or other assets). At this time, you have not engaged us to perform extended procedures specifically designed to detect fraud.

Our responsibility as auditors is for the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will obtain an understanding of the entity and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under professional standards.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of your compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the Village has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Village of Lake Orion's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the Village of Lake Orion's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Reporting

We will issue a written report upon completion of our audit of the Village of Lake Orion's financial statements. Our report will be addressed to the Village Council of the Village of Lake Orion. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue reports, or withdrawing from the engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (a) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Entity's internal control or on compliance, and (b) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Financial Statement Materiality

In an audit of financial statements, the auditor's judgment as to matters that are material to users of financial statements is based on consideration of the needs of users as a group; the auditor does not consider the possible effect of misstatements on specific individual users, whose needs may vary widely. Misstatements, whether resulting from errors or irregularities, are considered to be material only if their magnitude, individually or in aggregate with others, are such that a user group relying on the presentation of your financial statements would be influenced by their inclusion or omission. Judgments about materiality are made in light of surrounding circumstances, and involve both qualitative and quantitative consideration. Materiality is applied on an annual basis. Materiality is a concept that applies to the engagement and client overall.

Client Responsibilities

We understand that you will provide us with the basic information required for our audit and that you are responsible for the accuracy and completeness of that information.

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (a) designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (b) following laws and regulations; (c) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (d) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. GAAP; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Management is responsible for adjusting the financial statements to correct material misstatements and confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (a) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (b) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (c) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (d) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objective discussed in the Objectives and Audit Scope section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You are also responsible for the preparation of the other supplementary information in conformity with U.S. GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon.

Your responsibilities include acknowledging to us in the written representation letter that (a) you are responsible for presentation of the supplementary information in accordance with U.S. GAAP; (b) you believe the supplementary information, including its form and content, is fairly presented in accordance with U.S. GAAP; (c) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (d) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

We will provide copies of our reports to the entity; however, management is responsible for distribution of the reports and the financial statements, except that we will provide a copy of our reports and other required information to the Michigan Department of Treasury. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

Your staff will prepare and complete the financial statements and supply all supporting documentation to the financial statements prior to the expected commencement date of our fieldwork. Your supporting documentation will include all items on the coordination schedule and any other schedules we deem necessary. These records remain your property and will be returned to you at the completion of our engagement. It is your responsibility to maintain and preserve these records. Your records are provided to us only as needed to complete our engagement. We understand that your employees will type all confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Objectives and Audit Scope section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

AHP Responsibilities

We are responsible for forming and expressing an opinion about whether the financial statements that have been prepared by management with the oversight of those charged with governance are presented fairly, in all material respects, in conformity with U.S. GAAP (or other reporting framework).

Greg Soule will lead the team assigned to service your account and will serve as the primary contact with client for our services. We will provide services as requested by your representatives, Sonja Stout and Cherie Hendrick. Client authorizes us to accept instruction from your representative and we may rely upon the instructions we receive as being the instruction of client. Customer satisfaction is an important aspect of our service. If, during the course of the engagement, you would like to discuss our service with us or wish to change or expand the services we have agreed to perform, you agree to contact Greg Soule at this office, who is the executive in charge of your engagement.

Timing of Fieldwork

We expect to begin the fieldwork for this engagement on a mutually agreeable date. Our scheduling is based on your completion of the year-end closing and/or adjusting process prior to our arrival to begin the fieldwork. Efficient use of our staff benefits both client and our firm, which allows for timely completion of our work. Delays in rendering services may occur due to staff availability or if your closing and adjusting process is delayed. We will work with you to coordinate completion of our work, realizing that any such delays will also delay completion of our work and the delivery of our work product. Our services will be concluded upon delivery to you of our report on your financial statements for the year ending June 30, 2026 and other procedures relative to the Uniform Guidance audit.

Accounting (Nonattest) Services

As part of this engagement, we will perform the following accounting services:

- Assist in preparing the audited financial statements and related notes for the year ended June 30, 2026, in conformity with U.S. generally accepted accounting principles based on information provided by the village.
- Assist in preparation of the schedule of expenditures of federal awards.
- Preparation and submission of the State of Michigan Form F-65, Auditing Procedures Report, and Qualifying Statement based on information provided to us by the Village.

We will perform the services in accordance with applicable professional standards. Unless noted below, the other services are limited to the financial statement previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

As you are aware, we have not been engaged to prepare the Act 51, form 5572, or other related reports.

Fee Summary

We estimate that our fees for these services will be $17,600 for the audit and preparation of the financial statements and the preparation of the F-65 and Qualifying Statement specifically mentioned above. We estimate that our fees will be $8,000 for the single audit. These fees include expenses. This fee is based upon the complexity of the work to be performed and our professional time to complete the work. Additionally, this fee is dependent on the availability, quality, and completeness of your records. To be respectful of your time and ours, we schedule our client work well in advance. When the engagement has to be rescheduled it causes a domino effect, as we likely have other clients scheduled in the new requested timeslot and our staff are likely scheduled on another client. As a result, we may not be able to accommodate your new requested timing, and/or we may need to change our staffing. When our staff members finishing the work are not the same as those who started it, the audit is less efficient and more disruptive to your and our staff. Our price quoted above is contingent on the following:

- All items on the assistance listing being completed by the due dates indicated.
- The audit being performed during the dates scheduled.
- All accounts being adequately reconciled by the beginning of scheduled fieldwork.
- Accurate information provided to us that does not require subsequent rework.
- Due dates will be utilized in AHP's secure portal to ensure the audit is on schedule.

If the above items are not met and the engagement needs to be rescheduled or if additional days need to be scheduled, then an additional 20% fee may apply. Beyond this, the time required for rework and posting client-requested entries after we have been given the trial balance will be billed at our standard hourly rates.

Our fees are expected to be paid in U.S. currency unless agreed to in writing.

Many financial institutions are outsourcing the confirmation process to a third-party service provider. These service providers are charging to respond to these confirmation requests; therefore, all costs incurred related to these confirmation requests will be billed in addition to the above fees.

Progress invoices will be issued and are payable on presentation.

In the event that payment is not received when due, you will be assessed service charges of 1¼% per month, or such lesser percentage if this exceeds the amount allowed by law, on the unpaid balance. We reserve the right to suspend or terminate our work due to nonpayment. In the event that our work is suspended or terminated as a result of nonpayment, you agree that we will not be responsible for your failure to meet government and other filing deadlines or for penalties or interest that may be assessed against you resulting from your failure to meet said deadlines. If we elect to terminate our services for nonpayment, you will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenses through the date of termination. If your failure to pay for our services results in AHP having to engage in further collection efforts, you agree that the past-due amounts will be increased by 33%.

Engagement Administration

The audit documentation for this engagement is the property of Andrews Hooper Pavlik PLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Michigan Department of Treasury or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Andrews Hooper Pavlik PLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Office of the Auditor General. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Limitation of Liability

Parties to this engagement have agreed that, in recognition of the relative risks and benefits of the engagement to both parties, the risks have been allocated such that you agree to limit the liability of our firm to you for any and all claims, losses, costs, damages, or claims expenses from any cause or causes, including attorney's fees and all costs of litigation, so that the total aggregate liability of our firm to you shall not exceed three (3) times our firm's total fee related to the specific service where the alleged liability occurred. It is intended that this limitation apply to any and all liability or cause of action, however alleged or arising, unless otherwise prohibited by law.

Further, because of the difficulties inherent in recalling communications and preserving all relevant information, you further agree that, notwithstanding the applicable period of limitations for bringing a lawsuit based upon services performed under this engagement, any such lawsuit, except actions brought by us to enforce payment of our invoices, must be brought within 12 months from the date of the completion of the services giving rise to such claim, unless you, within this same 12 month period provide us with a written notice of the specific defect in our services that forms the basis of the claim.

In the event that we become obligated to pay any penalties, assessments, judgments, or similar awards related to, arising out of, or resulting from inaccurate or incomplete information that you provided us in the course of the engagement, you agree to pay, indemnify, defend, and hold us harmless against all such obligations and costs.

Privacy

AHP acknowledges that all customer information and documents disclosed by client to AHP or their representatives, or which come to the attention of AHP or their representatives during the course of its performance of services, constitutes valuable assets of and are proprietary to client.

AHP has established policies and procedures designed to (a) ensure the security and confidentiality of confidential information, (b) protect against any threats or hazards to the security or integrity of confidential information, and (c) protect against unauthorized access to or use of such information that could result in substantial harm or inconvenience to customers of client or any of its subsidiaries.

AHP agrees to notify client as soon as possible, of any unauthorized access to or misuse of confidential information regarding the customers of client or any of its subsidiaries. Notice may be given in writing or by telephone, e-mail, or other telecommunication system. If the initial notice is not given in writing, AHP agrees to do so if requested by client within a reasonable timeframe.

* * *

This engagement letter supersedes and replaces the engagement letter dated June 15, 2026, and reflects the current understanding of the terms and objectives of our engagement.

This agreement is effective as of the date of this letter. This letter includes the terms in the addendum to engagement letter to the extent the terms apply to the services provided to client. If you agree with the terms of our engagement as described in this letter, please sign the letter and return it to us. You should also keep a copy for your records. If one or more of the provisions in this agreement shall be determined to be illegal, invalid, or unenforceable, such provision shall be modified to the extent necessary to be legal, valid, and enforceable, or if not capable of being modified, shall be severed while the remaining provisions will continue in full force and effect.

We appreciate the opportunity to be of service to the Village of Lake Orion and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know.

Sincerely,

Andrews Hooper Pavlik PLC

Acknowledged:

Village of Lake Orion

______________________________ ______________________

Darwin McClary, Village Manager Printed Name

Addendum to Engagement Letter

General Provisions

Ownership of Records

At the conclusion of this engagement, we will return, at no charge, all Client-provided records you supplied to us. These are your records provided to us by you to perform our services. These records are the primary records for your operations and comprise the backup and support for your financial reports and tax returns. It is your responsibility to retain and protect your records for possible future use, including potential examination by any governmental or regulatory agency.

AHP-prepared records are accounting or other records that we were not specifically engaged to prepare, that are not in your books and records or available to you, which result in your financial information being incomplete. Examples include adjusting, closing, combining, or consolidating journal entries (including computations supporting such entries) and supporting schedules and documents proposed by us as part of our engagements. AHP-prepared records relating to a completed and issued work product will be provided to you at your request provided the fees associated with preparing these records have been paid in full. If these fees have not been paid in full, we can hold these records until the fees are fully paid, regardless of the due dates of such items.

AHP's work products are deliverables as set forth in the terms of this engagement letter, such as tax returns or reports. We will provide our work product to you at your request, except it may be withheld for the following:

- Fees have not been paid in full related to the work product;
- The work product is incomplete;
- For purposes of complying with professional standards; and/or
- There is threatened or outstanding litigation concerning the engagement of our work.

Until the above requirements are met, we can hold on to the work product and not provide it to you.

AHP workpapers include, but are not limited to, audit programs, analytical review schedules, statistical sampling results, analyses, schedules prepared by the Client at our request, and any other schedules not meeting the definition of Client-provided records, AHP-prepared records, or AHP's work product discussed above. These are our records and we are under no obligation to provide these records to you.

We reserve the right to charge a reasonable fee for the time and expense incurred to retrieve and copy any of the above records or work product and require that this fee be paid in advance. We may provide these records or work product in any format usable by you, and make and retain copies of any records or work product retained by or provided to you. We are not required to convert records to an electronic format or a different type of electronic format. However, we will provide these records in the format you requested if they are available in such format and within our custody and control.

All the records discussed above and held by us are not a substitute for your own records. Our firm destroys the records discussed above in accordance with the firm's record retention policy, generally four to seven years. Audit documentation will be retained for seven years after the conclusion of the audit. After this time these items will no longer be available. Catastrophic events or physical deterioration may result in our firm's records being unavailable.

Fee Estimates

Unless otherwise noted in the Engagement Letter or Addendum, the fee estimates should not be construed as or deemed to be a minimum or maximum fee quotation. Although we believe the suggested fees are accurate, our actual fees may vary from the estimates.

Hiring of AHP Employees

During the course of the performance of our services, AHP employees will be present at your place of business to provide on-site services and will become familiar with your business, operations, and personnel. You acknowledge that AHP employees are highly trained, constitute a valuable asset to AHP, and play an important role in AHP's ongoing business. Therefore, during the term of this Agreement and for a period of one (1) year after the latter of (a) the termination of this Agreement or (b) the date when the last AHP employee has stopped performing services for you, you agree to pay to AHP the sum of 25% of the employee's total annual compensation anticipated in their first year of employment with you, if you directly or indirectly, for yourself or on behalf of any other related entity, employ any employee of AHP (as an employee or an independent contractor). Total annual compensation includes base salary, car allowance, bonuses, signing bonuses, commissions, and any guaranteed annual incentive. The payment representing 25% of total annual compensation is due and payable on the employee's first day of employment with you.

Reproduction of Our Report and Electronic Dissemination of Audited Financial Statements

You are also responsible to notify us in advance of your intent to print our report, in whole or in part, and to give us the opportunity to review such printed matter before the issuance.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

Nonreliance on Oral Audit, Accounting, or Tax Advice

Oral responses to your questions are intended to provide informal guidance. Should the matter be important to you and you desire to rely upon it, you agree to request that we issue written advice on the matter.

Waiver of Privilege

You should be aware that certain communications involving tax advice between you and members of our firm who are authorized tax practitioners or their agents may be privileged from disclosure to the IRS. The privilege may be waived; however, by voluntarily disclosing the contents of those communications to the third party. The privileged information might be used by you in preparing your financial statements and, consequently, disclosed to us in auditing those statements. In addition, professional standards require us to discuss matters that affect the audit with our firm personnel responsible for tax services, who may disclose the privileged information to us. We hereby inform you that the IRS might take the position that such communication results in a waiver of privilege.

Conflicts of Interest

If during the course of the engagement a conflict of interest or potential breach of professional standards presents itself, we will inform you of the problem and attempt to resolve it to allow us to complete the engagement. If, in our opinion, we cannot properly resolve such problems, we may be compelled to withdraw from the engagement and will not render a report or provide you with a completed work product. Additionally, we reserve the right to withdraw from the engagement and terminate our services should we encounter circumstances that conflict with the ethical standards of our firm. If this occurs, we will not render a report or provide you with a completed work product.

Use of Electronic Communication

Client acknowledges that: (a) AHP, Client, and others participating in this engagement may correspond or convey documentation via Internet e-mail, text messaging, or other electronic communication unless Client expressly requests otherwise; (b) no party has control over the performance, reliability, availability, or security of Internet email, text messaging, or other electronic communication; and (c) AHP shall not be liable for any loss, damage, expense, harm, or inconvenience resulting from the loss, delay, interception, corruption, or alteration of any Internet e-mail, text messaging, or other electronic communication due to any reason beyond the reasonable control of AHP.

Consent to Use in Promotional/Proposal Materials

Unless we are informed in writing not to, the Client consents to Andrews Hooper Pavlik PLC's use of Client's name and a factual description of the services performed by AHP under this agreement in AHP's advertising, proposals, and other promotional materials.

Use of Third-Party Service Providers

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Also, when AHP is requested by Client through an Engagement Letter or Addendum to provide assistance with third party products, AHP will use commercially reasonable efforts (as defined by AHP) to research, learn, and assist Client in the use of third-party products. However, AHP shall not be held liable for software or other products or services that have been written, produced, or provided by third parties. Client accepts all responsibility for, and risk-of-loss associated with, Client's use of third-party software, hardware, and products.

Additional Services

You may request that we perform additional services not contemplated by this engagement letter. If this occurs, we will communicate with you regarding the scope and estimated cost of these additional services. Engagements for additional services may necessitate that we issue a separate engagement letter to reflect the obligation of both parties. In the absence of any other written communications from us documenting such additional services, our services will be governed by the terms of this engagement letter.

Our fees for other accounting, tax, consulting, and planning services will be based on the standard hourly rates for each of our professionals (varying with their experience) extended by the number of hours incurred. These services, plus out-of-pocket expenses, will be billed monthly as incurred.

Resolution of Disputes

If a dispute arises, then (a) within ten (10) business days of a written request by either party, the duly appointed representative of Client and AHP's Engagement Executive shall meet and attempt to resolve the issue amicably and expeditiously, and (b) if these individuals cannot resolve the issue within ten (10) business days following such meeting, then the issue shall be submitted to Client's duly appointed representative and AHP's Executive Committee. If the parties are still unable to resolve their dispute within ten (10) business days following such second meeting, the parties shall proceed to resolve the dispute as set forth below.

For a period of sixty (60) days following AHP's receipt of formal written notice from Client claiming AHP's nonperformance, breach, and/or default in AHP's obligations under an Engagement Letter and/or any Addendum, Client's sole and exclusive remedy shall be AHP's repair, replacement, and/or re-performance of AHP's services relating to the Engagement Letter (or any portion thereof). During such period, AHP shall have a full and fair opportunity to repair, replace, and/or re-perform and Client shall cooperate in good faith with AHP's remedial efforts including providing reasonable access to Client's necessary facilities and personnel.

If the dispute is not fully resolved after the informal mediation, then the parties to this engagement agree that any dispute that may arise regarding the meaning, performance, or enforcement of this engagement will, prior to resulting in litigation, be submitted to mediation upon the written request of any party to the engagement. All mediations initiated as a result of this engagement shall be administered by, and follow the rules of, the American Arbitration Association (AAA) unless otherwise agreed upon by the parties. The results of this mediation shall be binding only upon agreement of each party to be bound. Costs of any mediation proceeding shall be shared equally by both parties.

Use of Our Services

You hereby inform us that our professional accounting services are intended solely for your use. If you have a primary intent that our professional accounting services are to be used to benefit or influence others, you will so inform us in writing.

Legal Fees

In the event AHP or any of its employees or agents is called as a witness or requested to provide any information whether oral, written, or electronic in any judicial, quasi-judicial, or administrative hearing, investigation, or trial regarding information or communications that you have provided to AHP or any documents and workpapers prepared by AHP in accordance with the Engagement Letter, Client agrees to pay our expenses, including fees and costs for our time at our regular hourly rates as well as any legal or other fees that we incur as a result of such appearance or production of documents.

Access to Workpapers

We may receive requests for information in our possession arising out of this engagement. The requests may come from governmental agencies, courts, or other tribunals. If permitted, we will notify you of any request for information prior to responding. In certain proceedings an accountant-client privilege may exist. You agree that we are not under any obligation to assert any privilege to protect the release of information. You may, prior to our response to any request, initiate legal action to prevent or limit our response. Unless you promptly initiate such action after we notify you at your last known address as reflected in our files, we will release the information requested.

If our workpapers are allowed or required to be reviewed by others, we reserve the right to bill you for our time incurred related to the review of our workpapers. This includes the time incurred to get our workpapers ready for review, answer questions, make copies, and any other time related to this service, including expenses. In some circumstances we may require payment prior to allowing our workpapers to be reviewed.

Peer Review

AHP, as well as other major accounting firms, participates in a "peer review" program covering our audit and accounting practices. This program requires that once every three years we subject our quality assurance practices to an examination by another accounting firm. As part of the process, the other firm will review a sample of our work. It is possible that the work we perform for the entity may be selected by the other firm for their review. If it is, they are bound by professional standards to keep all information confidential. If management objects to having the work we do for the entity reviewed by our peer reviewer, please notify us in writing.

Exempt Offerings

Client may wish to include our report on the financial statements in an exempt offering document. Client agrees that Client will not include our report or reference our firm in any such offering without our permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement.

Accounting (Nonattest) Services

Related to the accounting services referred to in this letter and any subsequent engagement letter addendum, you are responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, or experience to oversee the accounting services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them. We will not perform management functions or make management decisions. Also, we will not perform any services that we deem would impair our independence with respect to the attest services provided by AHP.

These services do not constitute an audit under Government Audit Standards (GAS) and these services will not be performed in accordance with GAS. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgement, reserve the right to refuse to perform any procedures or take any action that could be construed as assuming management responsibilities.

Tax Responsibilities

Client shall pay and be solely and exclusively liable for all sales, use, ad valorem, excise, or other taxes, or governmental charges imposed on the installation, implementation, licensure, or sale of goods or services by AHP or third parties to Client related to the Engagement Letter.

Client shall and hereby does indemnify, defend, and hold AHP harmless from and against all taxes (other than income taxes payable by AHP on the revenue generated by AHP fees) assessed against the project and/or any goods or services to be delivered by AHP in connection with the Engagement Letter including, without limitation, any penalties, interest, or other amounts relating to the non-payment or late payment of such taxes.

Use of AHP's Secure Portal

As part of using the AHP Secure Portal, notwithstanding any existing legal or contractual obligations regarding confidentiality between you and AHP, you undertake to treat all knowledge relating to business secrets, which come into your possession, as confidential. You shall assure that any protected data, which comes into your possession through the use of the portal, is not transmitted to any unauthorized person. You shall notify AHP of any documents or communications that require password protection if all individuals with access to your portal should not have access to such information. In partial consideration of the opportunity to access the resources of the portal concerning your account, you agree to maintain the strict confidentiality of access of the portal and its data to you and your authorized employees and to indemnify and hold harmless AHP and its officers, shareholders, and employees and their heirs, successors, and assigns from and against any and all claims, actions, demands, losses, damages, judgments, costs, and expenses, including without limitation, reasonable attorneys' fees and liabilities of every kind that may arise from your or your employees' use of the portal or because of violation of these terms and conditions of use. You should immediately notify the AHP portal administrator of any users whose access should be eliminated.

ANDREWS HOOPER PAV

844-497-5300 | www.ahp.cpa

July 29, 2026

Village Council
Village of Lake Orion
Lake Orion, Michigan

This letter sets forth the planned scope of our audit of the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the Village of Lake Orion (Village) for the year ending June 30, 2026. Professional standards require that we provide you with the following information related to our audit.

Responsibilities

As stated in our engagement letter dated July 29, 2026, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles (U.S. GAAP). Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider the Village's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether the Village's financial statements are free of material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also in accordance with the Uniform Guidance, we will examine, on a test basis, evidence about the Village's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on the Village's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on the Village's compliance with those requirements.

Supplementary Information

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the management's discussion and analysis, pension and OPEB schedules, and budgetary comparison information which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on combining nonmajor fund statements and the schedule of expenditures of federal awards, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

We have not been engaged to report on the proprietary fund schedules of indebtedness which accompany the financial statements but are not RSI. Our responsibility with respect to this other information in documents containing the audited financial statements and auditor's report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether this other information is properly stated. This other information will not be audited and we will not express an opinion or provide any assurance on it.

Planned Scope and Timing

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and *Government Auditing Standards*. Those standards require that we plan and perform the audit to obtain reasonable, but not absolute, assurance about whether the financial statements are free of material misstatement.

In an audit of financial statements, the auditor's judgment as to matters that are material to users of financial statements is based on consideration of the needs of users as a group; the auditor does not consider the possible effect of misstatements on specific individual users, whose needs may vary widely. Misstatements, whether resulting from errors or irregularities, are considered to be material only if their magnitude, individually or in aggregate with others, are such that a user group relying on the presentation of your financial statements would be influenced by their inclusion or omission. Judgments about materiality are made in light of surrounding circumstances, and involve both qualitative and quantitative consideration. Materiality is applied on an annual basis. Materiality is a concept that applies to the engagement and client overall.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

Our risk assessment procedures for the June 30, 2026 audit will include a study and evaluation of the Village and its environment, including its internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards and other significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

We will address the risk assessment related to fraud by making inquiries of the Village Council management, and others within the Village; evaluating fraud programs and controls; completing comprehensive checklists; and gathering other information (financial and other) to help us develop fraud risk factors that will be referenced during our fieldwork and wrap-up procedures.

Our planned scope for the June 30, 2026 audit is based on our understanding of the Village developed during prior audits, pre-engagement planning, and our experience as auditors of other similar institutions. We recognize that all institutions are unique and each year presents new challenges, new accounting and auditing issues, and new reporting requirements that must be considered. Accordingly, our current year audit plan will address these issues in order to meet the needs of the Village.

Summary of Accounting and Auditing Issues, Significant Risks, and Other

Significant Risks

According to U.S. GAAS, significant risks include management override of controls and revenue recognition. Accordingly, we have considered these as significant risks. Our planning procedures have also identified the following as a significant risk:

- Compliance with federal programs

These are areas that we have identified through our understanding of your industry or as part of our planning procedures. We have designed our audit approach taking into consideration these risks.

We have also identified the following items that may be of interest to you:

Internal Controls

As part of our audit, we will obtain an understanding of internal control sufficient to plan the audit and to determine the nature, timing, and extent of further audit procedures to be performed and not to provide an opinion on internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies in the design or operation of internal control. However, during the audit, if we become aware of such significant deficiencies or other significant matters related to the financial statements, we will communicate them in a separate letter.

Other Matters

We would be pleased to discuss any matters you believe would be significant to the audit or that we should be aware of. These matters may include, but not be limited to the following:

- Governance related matters
- Communications from regulatory bodies
- Internal control matters
- Fraud risks
- Recent legal, regulatory, or accounting related matters

New Accounting Pronouncements

We will review all new accounting pronouncements and any future accounting pronouncements that may have an effect on the Village. It is management's responsibility to ensure the Village applies all accounting pronouncements correctly in the financial statements. We will assist management with the adoption of accounting pronouncements and keep them informed of those that may apply to the Village.

Other Services Provided

In addition to our audit of the financial statements of the Village of Lake Orion for the year ended June 30, 2026, we will also perform the following services:

- Assist in preparing the audited financial statements and related notes for the year ended June 30, 2026, in conformity with U.S. generally accepted accounting principles based on information provided by the village.
- Assist in preparation of the schedule of expenditures of federal awards.
- Preparation and submission of the State of Michigan Form F-65, Auditing Procedures Report, and Qualifying Statement based on information provided to us by the Village.

Independence

We have reviewed our relationship with the Village and the services we perform as noted in this letter. We confirm that we are independent with respect to the Village.

Staffing

Services provided by AHP to the Village of Lake Orion will be performed by the following team of professionals:

Greg Soule – Audit Partner

Randy Morse – Independent Review Partner

Jeff Todd – Auditor In Charge

Madisyn Vick – Audit Staff

This is intended solely for the use of the board of commissioners, and management of the Village of Lake Orion, and is not intended to be, and should not be, used by anyone other than these specified parties.

We look forward to serving the auditing needs of the Village of Lake Orion and would be pleased to discuss our approach to the audit and respond to any questions you may have.

Sincerely,

Andrews Hooper Pavlik PLC

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: August 24, 2026

TOPIC: Receive and File of the Correspondence from Kathleen Schmidt

BACKGROUND BRIEF:

In accordance with Village Council procedures, the Administration respectfully requests that Council receive and file the attached correspondence submitted by community member Kathleen Schmidt on August 4, 2026. This correspondence concerns the established front setback for the waterfront in the RL (Lake Single Family Residential) District, as set forth in Zoning Ordinance Section 12.03. Electronic copies of these documents were distributed to Council members on August 5, 2026.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

To receive and file the correspondence from Kathleen Schmidt dated August 4, 2026, regarding waterfront setbacks.

Lynsey Blough

From:	Darwin McClary
Sent:	Wednesday, August 5, 2026 1:44 PM
To:	Kathleen
Cc:	James Schmidt Ice; Sonja Stout; Lynsey Blough; Jacob VanBoxel (jvanboxel@mcka.com); Sommer Nafal; Zoning
Subject:	RE: Village Of Lake Orion -EFS

Kathleen:

Thank you for contacting my office to share your concerns and suggestions regarding the Village's ordinances relating to front yard and waterfront setback compatibility. I have received the below communication and your phone message. The letter has been forwarded on to the Village Council and Planning Commission as you requested. While I can confident that both boards will give your letter close consideration, I cannot guarantee that either board will act on your letter.

Thank you again for reaching out to me with your important concerns and suggestions.

Village of Lake Orion
EST 1859

DARWIN D. P. McCLARY (he, him, his)
Village Manager
21 East Church Street
Lake Orion, Michigan 48362-3212
O: (248) 693-8391 ext. 101
F: (248) 693-5874
www.lakeorion.org

From: Kathleen [redacted]
Sent: Tuesday, August 4, 2026 9:28 PM
To: Darwin McClary <mcclaryd@lakeorion.org>
Cc: James Schmidt Ice [redacted]
Subject: Village Of Lake Orion -EFS

Dear Darwin- Please forward the below letter/attachment to the Planning Commission and Village Council Members. Also email me when this has been done please. I was unable to find the emails on the website. Thank you kindly.

Village of Lake Orion

Darwin McClary, Planning Commission, and Village Council

Re: Recommendation to Apply the Existing Established Front Setback (EFS) Compatibility Review to the Waterfront

Dear Village Manager, Members of the Planning Commission, and Village Council,

My husband has been part of the Lake Orion community since 1992, and I joined him in 2001. Over the years, we have come to appreciate Lake Orion as the defining feature and greatest shared natural resource of our community. As redevelopment continues, I encourage the Village to preserve its beauty, environmental health, and character for future generations.

Article 12, Section 12.04 recognizes that lakefront properties are unique by establishing both a front yard facing the street and a waterfront yard facing the lake. The Village also recognizes neighborhood compatibility through its **Established Front Setback (EFS)** provisions (pages 67–70), which consider adjacent principal buildings when determining the appropriate front setback.

The Village has already recognized compatibility between neighboring properties as an important planning principle. Applying that same compatibility review to waterfront development would build upon an existing planning principle while helping preserve the Village's defining feature and greatest shared natural resource.

The Village's existing 25-foot waterfront setback should remain the minimum allowable setback. However, while **25 feet establishes the closest allowable setback, it should not, by itself, determine the appropriate building location.** Instead, I encourage the Village to **apply the same compatibility review used in its Established Front Setback (EFS) provisions** to waterfront development, considering the **established pattern of development on adjacent waterfront properties**, just as the Village considers adjacent principal buildings when determining the appropriate front setback.

Applying this same compatibility review to waterfront development would allow each project to be evaluated in the context of the established pattern of development on adjacent waterfront properties while:

- Preserving shoreline character and visual integrity.

- Promoting compatibility between neighboring waterfront properties.
- Protecting water quality by reducing shoreline disturbance and stormwater runoff.
- Supporting thoughtful redevelopment that complements surrounding properties.

I respectfully encourage the Planning Commission and Village Council to consider incorporating this same compatibility review into the Village's waterfront development standards as part of a future update to the Village's Zoning Ordinance.

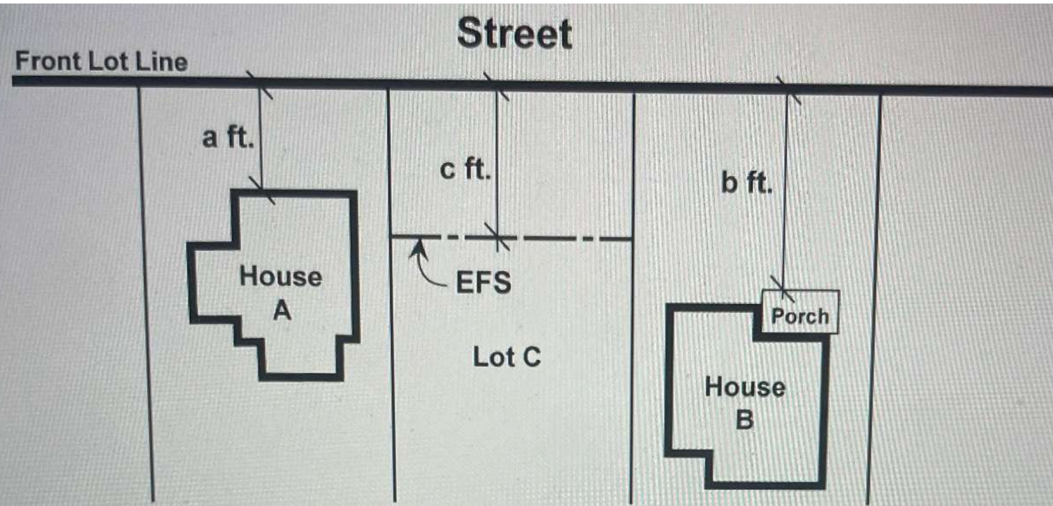
Thank you for your service to our community and for your thoughtful consideration.

Sincerely,

Kathleen Schmidt

[redacted]

[redacted]



$$EFS = \frac{a\ ft. + b\ ft.}{2} = c\ ft.$$

Established Front Setback

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: August 24, 2026

TOPIC Approval of Village Council Regular Meeting Minutes of August 10, 2026

RECOMMENDED MOTION: To approve the Village Council Regular Meeting Minutes of August 10, 2026, as presented.

MINUTES

REGULAR MEETING OF THE VILLAGE COUNCIL

Monday, August 10, 2026

6:30 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The August 10, 2026, Village Council Regular Meeting was called to order by President Rutt at 6:30 PM.

2. Pledge of Allegiance

3. Roll Call and Determination of Quorum

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

STAFF PRESENT
Police Chief Mark Amundson
Interim DPW Director Sam Hicks
Deputy Clerk/Treasurer Lynsey Blough

4. Presentations

None.

5. Approval of Agenda

MOTION made by Council Member Dandalides, Seconded by President Rutt, to approve the August 10, 2026, Village Council Regular Meeting Agenda, as presented.

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

6. Call to the Public

Donald Kindred expressed concerns regarding government accountability, freedom of speech, and transparency, and called for greater responsiveness to residents' concerns.

7. Consent Agenda

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

MOTION made by President Rutt, Seconded by Council Member Dandalides, to approve the August 10, 2026, Village Council Regular Meeting Consent Agenda with the following changes:

- Removal of Item A. Approval of Special Event: Sick Race Stop
- Removal of Item B. Approval of Special Event Lake Orion High School Homecoming Parade
- Removal of Item I. Receive and File of Financial Statements for July 2026

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

A. Approval of Special Event: Sick Race Stop

Removed for further discussion.

B. Approval of Special Event: Lake Orion High School Homecoming Parade

Removed for further discussion.

C. Approval of Village Council Regular Meeting Minutes of July 27, 2026

MOTION made by President Rutt, Seconded by Council Member Dandalides, to approve the Village Council Regular Meeting Minutes of July 27, 2026, as presented.
VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek
VOTING NAY: None
ABSENT: None
MOTION: Carried

D. Approval of Village Council Special Meeting Minutes of August 3, 2026

MOTION made by President Rutt, Seconded by Council Member Dandalides, to approve the Village Council Special Meeting Minutes of August 3, 2026, as presented.

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

E. Receive and File Board of Zoning Regular Meeting Minutes of July 2, 2026

MOTION made by President Rutt, Seconded by Council Member Dandalides, to receive and file the July 2, 2026, Board of Zoning Regular Meeting Minutes, as presented.
VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek
VOTING NAY: None
ABSENT: None
MOTION: Carried

F. Receive and File of Parks and Recreation Regular Meeting Minutes of June 23, 2026

MOTION made by President Rutt, Seconded by Council Member Dandalides, to receive and file of Parks and Recreation Regular Meeting Minutes of June 23, 2026, as presented.
VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek
VOTING NAY: None
ABSENT: None
MOTION: Carried

G. Receive and File of the Correspondence from Jason Levandowski

MOTION made by President Rutt, Seconded by Council Member Dandalides, to receive and file the correspondence from community member Jason Levandowski dated July 27, 2026 concerning the proposed amendments to zoning ordinance Section 13.11(E) -Accessory Mechanical Units.
VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek
VOTING NAY: None
ABSENT: None
MOTION: Carried

H. Receive and File of Invoice Distribution Report for August 11, 2026

MOTION made by President Rutt, Seconded by Council Member Dandalides, to receive and file the Invoice Distribution Report in the amount of $270,071.80 of which $5,249.85 are DDA bills for a net total of $264,821.95.
VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek
VOTING NAY: None
ABSENT: None
MOTION: Carried

I. Receive and File of Financial Statements for July 2026

Removed for further discussion.

J. Approval of Job Description for Police Officer

MOTION made by President Rutt, Seconded by Council Member Dandalides, to approve the updated job descriptions for the position of Police Officer, as presented.
VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek
VOTING NAY: None
ABSENT: None
MOTION: Carried

K. Approval of Village Manager's Designation of Acting Village Manager – August 11 through August 21, 2026

MOTION made by President Rutt, Seconded by Council Member Dandalides, to approve, pursuant to Section 3.7 of the Village Charter, the Village Manager's designation of Police Chief Mark Amundson as Acting Village Manager during the Village Manager's temporary absence from the Village due to vacation for the period of Tuesday, August 11, 2026, at 12:01 AM through Friday, August 21, 2026, at 11:59 PM, and to approve an increase in hourly pay of $4.01 for 72 hours for serving as Acting Village Manager during such period.
VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek
VOTING NAY: None
ABSENT: None
MOTION: Carried

L. Receive and File July 2026 Police Department Activity Report

MOTION made by President Rutt, Seconded by Council Member Dandalides, to receive and file the July 2026 Police Department Activity Report.
VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek
VOTING NAY: None
ABSENT: None
MOTION: Carried

8. Items Removed from the Consent Agenda

A. Approval of Special Event: Sick Race Stop

Council Member Papachek requested clarification regarding the SICK Race event and the differing times listed for the event and street closures. Chief Amundson clarified that the event will run from 4:00 p.m. to midnight, with street closures beginning at 2:00 p.m. to accommodate downtown parking restrictions.

MOTION made by President Rutt, Seconded by Council Member Dandalides, to adopt Resolution No. 2026-030, approving the "Sick Race Stop" Special Event Permit and the License Agreement between the Village of Lake Orion and Sick Pizza (represented by Scott Taylor) for the event to be held on August 21, 2026, and to authorize the Village Council President and Village Clerk to execute the agreement on behalf of the Village.

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

B. Approval of Special Event: Lake Orion High School Homecoming Parade

President Pro Tem Ford recognized the Lake Orion High School Homecoming Parade as an important community tradition and noted that the event qualifies for a waiver of applicable Village fees under Resolution No. 2025-006.

Lori Hogan, a Lake Orion High School teacher, explained that the Homecoming Parade was moved to Sunday to allow more students and families to attend and to avoid Friday traffic and school transportation conflicts. She noted that the Sunday parade also supports downtown businesses and serves as a community-wide kickoff to Homecoming Week.

MOTION made by President Pro Tem Ford, Seconded by Council Member Comparoni Jr, to adopt Resolution No. 2026-028 approving the "Lake Orion High School Homecoming Parade" Special Event Permit and the License Agreement between the Village of Lake Orion and the Lake Orion Leadership Class, represented by Lora Hogan, for the event to be held on October 4, 2026, and to authorize the Village Council President and Village Clerk to execute the agreement on behalf of the Village

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

I. Receive and File of Financial Statements for July 2026

Council Member Papacek questioned the projected negative fund balance in the Local Street Fund and requested clarification on whether it was related to the timing of grants or other revenues. Police Chief Amundson agreed to research the matter and provide an explanation to the Council.

MOTION made by President Rutt, Seconded by President Pro Tem Ford, to receive and file the Financial Reports for July 2026.

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

9. Public Hearings

None.

10. Other Items

A. FOIA Appeal - Kindred

Council Member Lamb sought clarification regarding the denial of a FOIA request for complaints and charges against a Village Police Officer. Police Chief Amundson explained that the request was denied because law enforcement personnel records are exempt from disclosure under state law and clarified that the second document in the packet was the requester's appeal, not a separate FOIA request.

Council Member Papacek discussed the statutory exemptions and whether a partial disclosure or redaction could be considered, and Police Chief Amundson clarified that the Council's options were to uphold or overturn the denial.

Donald Kindred, the requester, stated that he believed the requested information was subject to disclosure and expressed concerns regarding the handling of his prior interactions with Village police and FOIA requests.

Police Chief Amundson clarified that there were no complaints, charges, or allegations involving Village police officers related to sexual assault, stating that such claims were false. He noted that while public comment and freedom of speech are protected, defamatory statements may be referred to the Village's legal counsel. He also offered to provide information regarding any specific allegations if requested and emphasized the importance of maintaining public trust.

Council Member Lamb stated that allegations should be submitted through appropriate channels and noted that the Police Chief had addressed the specific allegation raised by the FOIA requester.

MOTION made by President Rutt, Seconded by President Pro Tem Ford, to uphold the denial of Mr. Kindred's FOIA request on the basis that the requested records are exempt from disclosure pursuant to MCL 15.243(1)(s)(ix).

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

B. Introduction and First Reading of Zoning Ordinance Text Amendment – Standby Generator Mechanical Units

Council Member Dandalides expressed concerns that removing the objective decibel standard would make noise enforcement subjective, particularly in areas with closely spaced homes. He suggested considering alternative generator locations, screening, and additional safety requirements, and recommended referring the item back to the Planning Commission for reconsideration.

Council Members Papacek and Lamb supported further review, including retaining an objective noise standard and providing clearer placement guidelines. Police Chief Amundson clarified that existing nonconforming generators would generally be considered preexisting, nonconforming uses.

Jason Lewandowski questioned the basis for the proposed changes and expressed concern that removing the 55-decibel standard could reduce protections for neighboring residents. He also supported considering carbon monoxide safety for the property where the generator is installed.

Matt Craig, a resident and Planning Commission Member, recused himself from the vote during the July 6, 2026, Planning Commission Regular Meeting. He discussed his need for a generator and questioned the practicality of the existing decibel standard, noting variations in weather conditions and manufacturer ratings.

MOTION made by Council Member Dandalides, Seconded by Council Member Comparoni Jr, to not accept the first reading and refer it back to the Planning Commission for reconsideration.

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

C. 2026 Publicly Funded Health Insurance Contribution Cost Limits – Act 152 of 2011

Police Chief Amundson explained the three options available to the Village under Act 152: the State-established hard cap, an 80/20 employee-employer contribution, or opting out of the limits. Village Administration recommended continuing the Village’s historical practice of following the hard cap.

Council Members Dandalides and Lamb and President Rutt supported remaining with the hard cap, citing current circumstances and the impact on employees.

Steve Matter of Corporate Benefit Solutions noted that this was the first year the Village exceeded the hard cap due to rising health care costs and stated that remaining with the hard cap would be less disruptive to employees than moving to an 80/20 contribution.

Since Village Council accepted the hard cap limits, no action is required.

D. Request for Preparation of Disincorporation Ballot Proposal FAQ (Request from Dandalides)

Council Member Dandalides requested discussion on developing an unbiased FAQ to provide residents with factual information regarding the potential implications of disincorporation, including the process, transition of services and employees, debts, assets, and the DDA. He suggested using a neutral third party or other impartial resource.

Council Member Lamb raised concerns regarding the timing of the Oakland County Election Commission's action and the pending emergency court hearing concerning placement of the proposal on the ballot. He stated that the Village should remain neutral or use an independent third party to provide factual information.

President Rutt stated that many questions regarding disincorporation could not be answered definitively because the Village would not control all aspects of the process. She favored allowing the citizen-led process to continue without Village involvement or expenditure of funds for consultants.

Council Member Comparoni Jr stated that Council had previously voted to take no action and supported remaining out of the process unless a future proposal was brought before Council.

President Pro Tem Ford agreed that the process should remain citizen-led, with residents on either side conducting their own research.

Council Member Papacek acknowledged the importance of providing factual information but noted that Council had previously decided not to undertake a formal study. He supported allowing the matter to proceed to a vote, if placed on the ballot, and expressed concern regarding the cost and perception of a Village-sponsored effort.

Council Member Moshier stated that many questions could not be addressed until it was known whether the proposal would appear on the ballot and supported waiting for the outcome of the pending proceedings.

Council Member Lamb noted that residents can obtain Village financial and other public information through available reports and FOIA requests to conduct their own research.

Police Chief Amundson reiterated that Village staff had been directed to remain neutral and would neither advocate for nor oppose the disincorporation proposal while continuing to provide Village services.

Steve Samet stated that residents should not assume that all Village taxes would disappear if the Village were disincorporated and referenced potential obligations associated with existing Village debt and changes to police funding. Council Member Lamb requested that the comments remain within the scope of the agenda item, and Mr. Samet agreed to address the matter during public comment.

Harry Stephen stated that factual financial information, including audited financial records, should be made available to residents to assist them in making an informed decision.

Robert Reighard stated that the Council should remain out of the citizen-led petition process and that factual information should be provided to residents. He also raised various financial and service considerations related to the Village, but Council Member Lamb asked that arguments concerning the petition not be made during the discussion.

Scott Gabriel described Orion Township's approach to providing factual information regarding its proposed fire and police millages while leaving advocacy to a citizen-led effort.

Rosemary Ford requested clarification regarding who received notice of the pending court proceedings, who initiated the litigation, the role of Village Administration, and the court's authority regarding placement of the proposal on the ballot.
Lee Marriott questioned how the matter reached Oakland County Circuit Court after Council voted to take no action on the petition and why information regarding the proceedings had not been made public.

Gasper Vitale stated that residents have questions regarding the potential consequences of disincorporation but believed the immediate priority was understanding the pending court proceeding and whether the proposal would appear on the ballot.

Don Connery questioned who initiated the litigation, what action had been taken to ensure the proposal was placed on the ballot, and whether the Village's legal counsel had adequately represented Council's direction. He also questioned whether a special election could be pursued if the proposal did not appear on the November ballot.

Donald Kindred questioned why Council Member Lamb received notice of the court proceeding and expressed concerns regarding transparency in the process.

A resident stated that residents should have sufficient information to make an informed decision and expressed concern that some petition signers may not have fully understood the petition. The resident also referenced the prior discussion regarding researching the potential advantages and disadvantages of disincorporation.

Council Member Lamb disclosed that he and Robert Reighard, acting as private citizens, had filed a complaint in Oakland County Circuit Court seeking to compel the County Clerk and Oakland County Election Commission to place the disincorporation proposal on the ballot. He stated that an emergency hearing was scheduled for the following morning and emphasized that the action was taken independently and not on behalf of the Village Council.

Council Member Dandalides stated that his intent in proposing the FAQ was to provide residents with objective, data-based information to assist them in making an informed decision and indicated that he was comfortable with the direction of the discussion.

11. Call to the Public

Steve Samet discussed financial obligations and services that he stated could remain following disincorporation, including water and sewer costs, Village debt, pension obligations, and potential changes to garbage collection. He also raised potential impacts to the DDA and its tax capture and stated that tax reductions may be less than anticipated.

Robert Reighard questioned the actions of the Village Manager and Village Attorney regarding the disincorporation petition and pending litigation. He disputed statements regarding the financial impacts of disincorporation and suggested that the Village could reduce expenses and operate more affordably if it remained incorporated.

Harry Stephen suggested using bulk mailing for monthly utility bills to reduce postage costs and questioned the timing of the Village Manager’s temporary coverage.

A resident expressed concern regarding a collaboration between a Village Council Member and the original petitioner concerning the disincorporation effort.

Rosemary Ford expressed concerns regarding Council Members’ participation in the disincorporation litigation as private citizens and suggested recusal may be appropriate to avoid public perception concerns. She also discussed potential challenges with township services and funding and encouraged residents to consider the Village’s existing services when evaluating the proposal.

Scott Gabriel, a Township resident, discussed the Township’s proposed fire and police millages and the funding needed to maintain public safety services. He also discussed the costs and lifespan of fire equipment and the financial responsibilities associated with local government.

Paul Montgomery questioned the Village’s debts, assets, and infrastructure needs and suggested greater transparency regarding the Village’s financial position. He also discussed simplifying local government and the potential continuation of the DDA under a successor government.

Donald Kindred expressed concerns regarding transparency in the disincorporation petition and pending litigation and raised concerns regarding the handling of FOIA requests. He stated that these concerns contributed to his support for disincorporation.

Lee Marriott questioned whether the Village Manager and Village Attorney’s involvement in the Oakland County litigation regarding the disincorporation petition was consistent with their roles and employment responsibilities.

Christina Reighard stated that her family was responsible for collecting most of the petitions and that Council’s decision to take no action was consistent with the petition process. She expressed concern that Village employees acted independently regarding the matter and stated that private citizens subsequently sought to ensure the petition was placed on the ballot as requested by the petitioners.

12. DDA Executive Director Comments

None.

13. Council Comments

Council Member Lamb clarified that he voted to take no action on the disincorporation petition so that the matter could be decided by voters and reiterated his support for residents’ right to vote on such petitions. He stated that the Village, Township, and their respective attorneys were not involved in the pending litigation. He also clarified that, under state law, the DDA would continue under the successor governmental entity if the Village were disincorporated, though it could experience a reduction in funding and would be subject to the Township’s oversight.

Council Member Comparoni Jr expressed concerns regarding a fellow Council Member and referred the matter to the Ethics Committee. He promoted the upcoming Sick Race Stop and Woodward Dream Cruise, noting their anticipated benefit to Downtown businesses. He also commended the DPW for its prompt response to a recent sewer leak on Bellevue that resulted in a small amount of discharge into the lake.

President Pro Tem Ford stated that he supports the services provided by the Village but acknowledged that the disincorporation petition process should proceed as previously approved, noting that he wants the matter resolved one way or the other.

Council Member Dandalides clarified that the Village Manager's absence was due to a recent loss in his family and expressed his condolences.

Council Member Moshier clarified that, despite serving on the Village Council, she is also a private citizen and may participate in matters affecting her as a resident in that capacity. She emphasized that Council Members are also Village residents and should be able to express their views as private citizens while continuing to serve the community.

Council Member Papacek expressed concern regarding the upcoming disincorporation vote and the process for placing the petition on the ballot. He noted that the petition had been certified by the appropriate authorities and encouraged residents to educate themselves on the issues and available information before making their decision. He stated that the Council should respect the outcome of the vote.

President Rutt encouraged residents to enjoy the remaining weeks of summer and highlighted the upcoming Teen Movie Night at Children's Park and Dragon on the Lake. She also encouraged residents to volunteer and support local events, parks, and businesses throughout the community.

14. Village Manager Comments

Police Chief Amundson clarified that the Village has not received information from Oakland County regarding whether the disincorporation proposal will appear on the ballot. He explained that the Village Council and Administration, followed by the Township, had completed their respective roles in the process and that the Village remains neutral on the proposal. He also clarified that the pending litigation does not involve the Village Administration, Council, or Township.

15. Closed Session Items

16. Business From Closed Session

17. Adjournment

MOTION made by Council Member Lamb, Seconded by Council Member Moshier.
VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr, Papacek
VOTING NAY: None
ABSENT: None
MOTION: Carried

The August 10, 2026, Village Council Regular Meeting adjourned at 8:35 PM.

____
Teresa Rutt
President

____
Lynsey Blough, CMC
Deputy Clerk/Treasurer

____
Sonja Stout, MiCPT
Clerk/Treasurer

Date Approved: as presented on August 24, 2026

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: August 24, 2026

TOPIC: Receive and File of DDA Regular Meeting Minutes of July 21, 2026

RECOMMENDED MOTION: To receive and file the Downtown Development Authority Regular Meeting Minutes of July 21, 2026, as presented.

Village of Lake Orion
EST 1859

MINUTES

REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Tuesday, July 21, 2026

6:30 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The July 21, 2026 Downtown Development Regular Meeting was called to order at 6:30 PM by Chairperson Burgess.

2. Roll Call and Determination of Quorum

PRESENT
Chairperson Debbie Burgess
Vice Chairperson Sam Caruso
Secretary Hank Lorant
Board Member Lloyd Coe
Board Member Alaina Campbell
Board Member Chris Barnett - arrived at 6:39 PM
President Teresa Rutt

ABSENT
Treasurer Matt Shell
Board Member Todd Garris

STAFF PRESENT
Executive Director Matthew Gibb
Administrative Coordinator Tracy Woodrum
Village Manager Darwin McClary
Deputy Clerk/Treasurer Lynsey Blough

3. Approval of Minutes

A. Approval of DDA Regular Meeting Minutes of June 16, 2026

MOTION made by President Rutt, Seconded by Secretary Lorant, to approve the Downtown Authority Board Regular Meeting Minutes of June 16, 2026, as presented.
VOTING YEA: Burgess, Caruso, Lorant, Coe, Campbell, Rutt
VOTING NAY: None
ABSENT: Barnett, Garris, Shell
MOTION: Carried

4. Approval of Agenda

MOTION made by President Rutt, Seconded by Secretary Lorant, to approve the July 21, 2026, Agenda, with the addition of 8E Compensation Review - Administrative Coordinator Position.
VOTING YEA: Burgess, Caruso, Lorant, Coe, Campbell, Rutt
VOTING NAY: None
ABSENT: Barnett, Garris, Shell
MOTION: Carried

5. Call to the Public

None.

6. Consent Agenda

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

7. Financial Matters

A. Bill Approval

A motion was introduced to approve the June 2026 disbursements by Board Member Campbell. Due to an unverified total amount in the agenda packet, the Board agreed to postpone the item to the end of the agenda to allow staff time to retrieve and confirm the exact financial figure before taking action.

8. New and Old Business

A. Budget Adjustment – Property Acquisition Fund

Executive Director Gibb recommended transferring approximately $169,000 from the property acquisition fund into the capital fund for building expenses. He explained that these funds, originally allocated for the Lumberyard acquisition, will be held in the capital account and re-budgeted for project expenses following final plan unit approval.

MOTION made by Vice Chairperson Caruso, Seconded by Secretary Lorant, to authorize an amendment to the 2026-2027 Budget transferring the amount of $169,436.00 from GL 248-000-676-404 to GL 301-901-971-000 Capital Outlay Buildings.
VOTING YEA: Burgess, Caruso, Lorant, Coe, Campbell, Rutt
VOTING NAY: None

ABSENT: Barnett, Garris, Shell
MOTION: Carried

B. Authorizing Payment - Electrical Field Change

Executive Director Gibb presented an invoice from Triple R Electric for three separate electrical field changes authorized during construction at the Lumberyard. He explained that initiating the work while crews were already mobilized on-site maximized cost efficiency and kept pricing well below market rates. He noted that the expenditures are fully transparent, tracked under both the county public spaces grant and bond funding, and recommended approval of the bundled invoice.

MOTION made by Vice Chairperson Caruso, Seconded by Secretary Lorant, to approve the field decision of the DDA Director, acting as the GC for the Lumber Yard Project, and authorize payment to Triple R Electric Inc in the amount of $25,875.00 from GL 301-901-971-000 Capital Outlay Buildings.
VOTING YEA: Burgess, Caruso, Lorant, Coe, Campbell, Rutt
VOTING NAY: None
ABSENT: Barnett, Garris, Shell
MOTION: Carried

C. RFP – Fire Suppression

Executive Director Gibb presented a proposal to install fire suppression in the main barn at the Lumberyard, a measure strongly recommended by the Fire Marshal due to the facility's intended change of use into a mixed-use event venue. He noted that installing suppression improves safety and removes future occupancy restrictions, adding that the two competitive bids received.

Executive Director Gibb requested authorization to review the bid scopes with Fire Marshal Williams and, upon securing his technical approval, negotiate a final contract alongside the Board Chair to prevent project delays. Board Member Barnett and Vice Chairperson Caruso voiced strong support, confirming that public safety is paramount for the historic building's new assembly use and noting that the fire department has compromised on other infrastructure demands in exchange for the suppression system.

MOTION made by President Rutt, Seconded by Secretary Lorant, to authorize the DDA Executive Director and the DDA Board Chair to execute a contract with one of the bidders, in an amount not to exceed $74,000 after conferring with the Fire Marshal, the building contractor, and a third party, an external reference point to verify the quote.
VOTING YEA: Burgess, Caruso, Lorant, Coe, Campbell, Barnett, Rutt
VOTING NAY: None
ABSENT: Garris, Shell
MOTION: Carried

D. Student Interns - Stipend Approval

Executive Director Gibb presented a proposal to initiate a short-term student internship program utilizing local talent to update and organize the DDA's backend social media accounts and digital filing systems. He noted that this working internship provides critical administrative support to staff while offering the students valuable business experience and resume-building opportunities.

MOTION made by Board Member Campbell, Seconded by Secretary Lorant, to approve a stipend in the amount of $2000 for each of Alyssa Crowley and Claire Jenkins from GL 248-728-801-000 Contracted Services, upon the signing of a standard Independent Contractor Agreement.

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

E. Compensation Review – Administrative Coordinator Position

Executive Director Gibb presented a proposal to adjust the compensation for the Administrative Coordinator position held by Tracy Woodrum. He explained that following the elimination of the Assistant Director position, Ms. Woodrum has absorbed substantial marketing and organizational restructuring duties, rendering the filling of a third staffing position unnecessary at this time.

Board Member Campbell voiced strong support for the increase, highlighting Ms. Woodrum's extensive DDA history, local expertise, and the improved quality of timely deliverables. Board Member Barnett raised a potential compliance question regarding part-time hours triggering mandatory healthcare benefits under the Affordable Care Act (ACA).

Vice Chairperson Caruso introduced a motion to amend the rate of pay and expected hours for the position of Administrative Coordinator to $27.00/hour, not to exceed 70 hours biweekly, based on the scope of work in the description and such other reasonable duties as may be defined in writing by the Executive Director and the employee but no formal action was taken.

Following clarification with Village Manager McClary, it was determined that because the DDA has fewer than 50 full-time equivalent employees, it is exempt from the mandate.

MOTION made by Vice Chairperson Caruso, Seconded by Board Member Campbell, to amend the rate of pay and expected hours for the position of Administrative Coordinator to $30.00/hour, not to exceed 70 hours biweekly, based on the scope of work in the description and such other reasonable duties as may be defined in writing by the Executive Director and the employee.

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

7. Financial Matters

A. Bill Approval

Executive Director Gibb added the invoice distribution and the two credit card reports, and provided the number to the Board.

MOTION made by Board Member Campbell, Seconded by Secretary Lorant, to approve the disbursements for June 2026 in the amount of $61,130.52.

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

9. Reports, Resolutions and Recommendations

A. Financial Reports

MOTION made by Vice Chairperson Caruso, Seconded by Secretary Lorant, to receive and file the financial reports.

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

B. Executive Directors Report

Executive Director Gibb reported on seasonal maintenance, the cancellation of the paid storage lease, and the acquisition of new office technology funded by an Oakland County Main Street grant. He also noted the successful America 250 event and provided an update on how the certified village disincorporation petition could legally impact the DDA's structure and TIF funding.

MOTION made by Vice Chairperson Caruso, Seconded by Secretary Lorant, to receive and file the July 21, 2026 Executive Director Report.

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

C. Great American Main Street Award – Application

Executive Director Gibb presented the highlights of the Lake Orion DDA's recently submitted Great American Main Street Award (GAMSA) application, noting the labor-intensive, three-week process. The submission chronicles the community’s 25-year transformation, focusing on overcoming a 32% vacancy rate in the 1990s, rebuilding after a major Downtown fire, and turning the town into a vibrant destination through key investments and volunteer efforts.

MOTION made by Board Member Barnett, Seconded by Secretary Lorant, to receive and file the application.

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

10. Board Comments and Training Feedback

Board Member Barnett praised Joe Johnson's community impact and congratulated the Board Member Coe on the vibrant energy of the Thursday night events. As Orion Township Supervisor, he provided a non-partisan informational update regarding the upcoming public safety millage renewals, clarifying that they replace expired funding and account for 100% of local police and fire budgets. He invited residents to an upcoming "Township Talks" Q&A session.

Secretary Lorant suggested inviting upcoming Village Council candidates to a future meeting to discuss community goals and bring new perspectives to the council.

Vice Chairperson Caruso commended staff for maintaining Downtown flowers during extreme summer heat, noted ongoing maintenance challenges with DDA equipment, and thanked the team for completing the GAMSA application.

Board Member Campbell commended the moving GAMSA application video for highlighting the community's resilience. She praised Lake Orion's supportive character and invited the Board to support seven local youth entrepreneurs and a school robotics team showcasing their businesses at Cookies and Cream that evening.

Board Member Campbell left at 7:34 PM.

President Rutt commended Board Member Campbell for her youth mentorship initiative and echoed praise for Joe Johnson's dedicated community involvement. He thanked the staff for their hard work on the GAMSA application and encouraged everyone to visit local outdoor amenities like Greens Park.

Board Member Coe joined in praising Joe Johnson's community dedication and commended the maintenance crew for the flower displays, suggesting a similar decorative focus for the fall. He requested that staff work with the property owner at Anderson and Flint Streets to temporarily clear the vacant lot for public parking before the fourth quarter and recommended reviving the Downtown business banner program with larger, more legible text.

Chairperson Burgess expressed gratitude to Joe Johnson for his vital community support and thanked Executive Director Gibb for working extended hours to water flowers despite equipment issues. She commended Administrative Coordinator Woodrum for her crucial role in submitting the GAMSA application within three weeks, recognized Township Supervisor Barnett for his ongoing accessibility, and thanked the entire board for their dedication.

11. Next Regular Meeting - August 18, 2026

12. Adjournment

MOTION made by Board Member Barnett, Seconded by Secretary Lorant, to adjourn the July 21, 2026, Downtown Development Authority Board Regular Meeting.

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

The July 21, 2026 Downtown Development Authority Board Regular Meeting adjourned at 7:39 PM.

____
Debbie Burgess
Chairperson

____
Lynsey Blough, CMC
Deputy Clerk/Treasurer

____
Sonja Stout, MiCPT
Village Clerk/Treasurer

Date Approved: as presented on August 18, 2026

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: August 24, 2026

TOPIC: Receive and file Invoice Distribution Report for August 25, 2026

RECOMMENDED MOTION: Receive and file the Invoice Distribution Report in the amount of $104,105.77 of which $58,113.59 are DDA bills for a net total of $45,992.18.

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 08/25/2026 - 08/25/2026
POSTED AND UNPOSTED
OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 101 GENERAL FUND					
Department: 000 REVENUE					
101-000-123-000	GENERAL PORTION	BLUE CROSS BLUE SHIELD OF	HEALTH COVERAGE FOR SHANK SEPTEMBER	351.05	None
101-000-123-000	RETIREE HEALTHCARE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE SEPTEMBER 2026	917.65	None
101-000-123-000	RETIREE HEALTHCARE-RETIREE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE SEPTEMBER 2026	1,048.72	None
101-000-214-248	PROTECT ENML BLK 1 GLS	GREAT LAKES ACE HARDWARE	LIGHT POLE PAINT	80.74	None
101-000-281-012	FOR CGKW, LLC AND RDA INVE	BLOUGH, LYNSEY	OAKLAND COUNTY CLERK/REGISTER OF DEED	30.00	None
			Total Department 000 REVENUE	2,428.16	
Department: 215 VILLAGE CLERK					
101-215-960-000	MILEAGE $0.76/MI X 29	BLOUGH, LYNSEY	OAKLAND COUNTY CLERK/REGISTER OF DEED	22.04	None
			Total Department 215 VILLAGE CLERK	22.04	
Department: 228 Information Technology					
101-228-801-000	MONTHLY BILLING FOR JULY	VC3, INC.	MONTHLY BILLING JULY 2026	1,949.96	None
101-228-801-000	MONTHLY BILLING FOR AUGUST	VC3, INC.	MONTHLY BILLING AUGUST 2026	1,949.96	None
101-228-801-000	OFFICE 365 - AUGUST	VC3, INC.	OFFICE 365 - AUGUST	316.23	None
101-228-801-000	CLOUD DATA RECOVERY - AUGU	VC3, INC.	CLOUD DATA RECOVERY - AUGUST	453.00	None
			Total Department 228 Information Technology	4,669.15	
Department: 260 GENERAL ACTIVITIES					
101-260-727-000	VILLAGE WATER RENTAL	CRYSTAL WATER COMPANY	VILLAGE WATER	7.00	None
101-260-920-000	20 E SHADBOLT ACCT # 1030	CONSUMERS ENERGY	7/10/26 - 8/6/26 GAS BILL	21.00	None
101-260-920-000	21 E CHURCH ACCT# 1030 170	CONSUMERS ENERGY	7/10/26 - 8/6/26 GAS BILL	27.32	None
101-260-920-000	21 E CHURCH	VILLAGE OF LAKE ORION	WATER BILLS JULY 2026	252.74	None
101-260-930-000	CARPET CLEANING	PL CARPET CLEANING	CARPET CLEANING	400.00	None
101-260-930-000	1KDG-QQFJ-DXKQ	AMAZON CAPITAL SERVICES	SUPPLIES	16.99	None
101-260-956-000	06/01/2026 - 06/30/2026	BASIC BENEFITS	MONTHLY COBRA FEE - JUNE 2026	50.01	None
101-260-956-000	07/01/2026 - 07/31/2026	BASIC BENEFITS	MONTHLY COBRA FEE - JULY 2026	50.01	None
101-260-956-000	08/01/2026 - 08/31/2026	BASIC BENEFITS	MONTHLY COBRA FEE - AUGUST 2026	50.01	None
			Total Department 260 GENERAL ACTIVITIES	875.08	
Department: 721 PLANNING AND ZONING					
101-721-801-000	BZA 07/2/26; PC 7/6/26	SMITH, DANIELLE	BZA JULY 2 / PC JULY 6	300.00	None
			Total Department 721 PLANNING AND ZONING	300.00	
Department: 751 PARKS AND RECREATION					
101-751-726-000	GREEN RUBBER MULCH	HOME DEPOT CREDIT SERVICES	RUBBER MULCH	1,284.00	None
101-751-726-000	1HKD-XNCJ-YQGG	AMAZON CAPITAL SERVICES	SUPPLIES	34.29	None
101-751-726-000	1KVP-66HM-7K94	AMAZON CAPITAL SERVICES	SUPPLIES	297.90	None
101-751-726-000	173R-4HJ4-4FLT	AMAZON CAPITAL SERVICES	SUPPLIES	6.16	None
101-751-726-000	1LCY-HC7J-XDLV	AMAZON CAPITAL SERVICES	SUPPLIES	25.60	None
101-751-726-000	1FWW-6R3X-QJNT	AMAZON CAPITAL SERVICES	SUPPLIES	46.44	None
101-751-920-000	66 N PARK BLVD	VILLAGE OF LAKE ORION	WATER BILLS JULY 2026	233.90	None
			Total Department 751 PARKS AND RECREATION	1,928.29	
			Total Fund 101 GENERAL FUND	10,222.72	
Fund: 202 MAJOR STREET FUND					
Department: 463 ROUTINE MAINTENANCE					
202-463-801-000	YELLOW ROAD STRIP	M&M PAVEMENT MARKING		6,440.00	None
202-463-801-000	WHITE ROAD STRIP	M&M PAVEMENT MARKING		140.00	None
202-463-801-000	STREET SWEEPER WASTE	WASTE MANAGEMENT OF MICHIG		9.99	None
202-463-801-000	PARKING LOT SWEEPING INVOI	CURBCO SWEEPING	PARKING LOT & STREET SWEEPING	150.00	None

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 08/25/2026 - 08/25/2026
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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 202 MAJOR STREET FUND					
Department: 463 ROUTINE MAINTENANCE					
202-463-801-000	STREET SWEEPING INVOICE 6	CURBCO SWEEPING	PARKING LOT & STREET SWEEPING	770.00	None
			Total Department 463 ROUTINE MAINTENANCE	7,509.99	
			Total Fund 202 MAJOR STREET FUND	7,509.99	
Fund: 203 LOCAL STREET FUND					
Department: 000 REVENUE					
203-000-214-203	5E COMM. ASPHALT	AJAX MATERIALS CORP		49.95	None
			Total Department 000 REVENUE	49.95	
			Total Fund 203 LOCAL STREET FUND	49.95	
Fund: 207 POLICE FUND					
Department: 000 REVENUE					
207-000-123-000	POLICE PORTION	BLUE CROSS BLUE SHIELD OF	HEALTH COVERAGE FOR SHANK SEPTEMBER	1,053.16	None
207-000-123-000	RETIREE HEALTHCARE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE SEPTEMBER 2026	917.65	None
			Total Department 000 REVENUE	1,970.81	
Department: 301 POLICE/SHERIFF/CONSTABLE					
207-301-713-001	JULY 4TH - LABOR POLICE	VILLAGE OF OXFORD	OXFORD POLICE ASSISTANCE JULY 4TH	193.77	None
207-301-730-000	COPY CHARGES BW-$16.63 COL	APPLIED INNOVATION	POLICE COPY MACHINE USAGE INVOICE 323	85.06	None
207-301-730-000	FREIGHT	APPLIED INNOVATION	POLICE COPY MACHINE USAGE INVOICE 323	3.40	None
207-301-730-000	POLICE PRINTER 08/11/2026	U.S. BANK EQUIPMENT FINANC	RICOH CONTRACT PAYMENT POLICE PRINTER	110.43	None
207-301-801-000	MICROSOFT 365 POLICE - VC3	VC3, INC.	MICROSOFT 365 POLICE - DUE 09/11/2026	415.80	None
207-301-865-000	POLICE JUNE	ROAD COMMISSON FOR OAKLAND	FUEL FOR DPW & POLICE JULY	1,114.46	None
			Total Department 301 POLICE/SHERIFF/CONSTABLE	1,922.92	
			Total Fund 207 POLICE FUND	3,893.73	
Fund: 225 DEPT OF PUBLIC WORKS FUND					
Department: 000 REVENUE					
225-000-123-000	RETIREE HEALTHCARE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE SEPTEMBER 2026	2,359.68	None
			Total Department 000 REVENUE	2,359.68	
Department: 276 CEMETERY					
225-276-920-000	1060 ORION	VILLAGE OF LAKE ORION	WATER BILLS JULY 2026	129.54	None
			Total Department 276 CEMETERY	129.54	
Department: 441 DEPARTMENT OF PUBLIC WORKS					
225-441-740-000	GAS CAN 2.5 GAL	GREAT LAKES ACE HARDWARE		64.58	None
225-441-801-000	DATA PLAN	SILVERSMITH DATA		600.00	None
225-441-801-000	AST BASIC ANNUAL	SILVERSMITH DATA		1,790.00	None
225-441-801-000	OAKLAND PRESS DPW DIRECTOR	21C ADVERTISING	OAKLAND PRESS AD DPW DIRECTOR	555.88	None
225-441-821-000	INVOICE 1390482418 - JULY	UniFIRST	UNIFORM CLEANING FOR JULY 2026	117.50	None
225-441-821-000	INVOICE 1390484188 - JULY	UniFIRST	UNIFORM CLEANING FOR JULY 2026	139.10	None
225-441-821-000	INVOICE 1390485950 - JULY	UniFIRST	UNIFORM CLEANING FOR JULY 2026	102.00	None
225-441-821-000	INVOICE 1390487855 - JULY	UniFIRST	UNIFORM CLEANING FOR JULY 2026	100.14	None
225-441-821-000	INVOICE 1390489724 - JULY	UniFIRST	UNIFORM CLEANING FOR JULY 2026	96.78	None
225-441-865-000	DPW JUNE	ROAD COMMISSON FOR OAKLAND	FUEL FOR DPW & POLICE JULY	43.95	None
225-441-920-000	CONSUMER ENERGY (HEAT) GA	CONSUMERS ENERGY		32.72	None
225-441-920-000	362 CASS	VILLAGE OF LAKE ORION	WATER BILLS JULY 2026	170.78	None
225-441-931-000	PINTLE COMBO 2 5/6	LAKE ORION TRUCK ACCESSORI		130.00	None

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Fund: 225 DEPT OF PUBLIC WORKS FUND					
Department: 441 DEPARTMENT OF PUBLIC WORKS					
225-441-931-000	SHANK 3 POSTION	LAKE ORION TRUCK ACCESSORI		160.00	None
225-441-931-000	INVOICE. 280314 ,WO. 54429	TIRE WAREHOUSE, INC		946.16	None
225-441-931-000	INVOICE. 280509 ,WO 544484	TIRE WAREHOUSE, INC		45.48	None
225-441-931-000	WEED KILLER	TRACTOR SUPPLY CO.		119.99	None
225-441-931-000	WEED KILLER	TRACTOR SUPPLY CO.		89.99	None
225-441-931-000	BRUSH 2P HP GOOD	GREAT LAKES ACE HARDWARE		7.21	None
225-441-931-000	6IN1 PAINT TOOL 2.5	GREAT LAKES ACE HARDWARE		9.49	None
225-441-931-000	WALL SCRAPER	GREAT LAKES ACE HARDWARE		9.49	None
225-441-931-000	PAINT THINNER	GREAT LAKES ACE HARDWARE		34.18	None
225-441-931-000	OIL FILTER FOR MOWER	WEINGARTZ-WATERFORD	REPAIR & MAINT-EQUIP	39.98	None
225-441-931-000	SPEED FEED WEEWIP HEAD	WEINGARTZ-WATERFORD	REPAIR & MAINT-EQUIP	73.98	None
225-441-931-000	10W-40 OIL	WEINGARTZ-WATERFORD	REPAIR & MAINT-EQUIP	27.96	None
			Total Department 441 DEPARTMENT OF PUBLIC WORKS	5,507.34	
			Total Fund 225 DEPT OF PUBLIC WORKS FUND	7,996.56	
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Department: 260 GENERAL ACTIVITIES					
248-260-801-000	AMZN 7.13.26 SOAP	COMERICA BANK	COMERICA CC - MATT JULY 2026	69.99	None
248-260-801-000	JULY FIRESTATION CLEAN&SUP	PRESTIGE CLEANING MI		575.00	None
248-260-801-000	AUG FIRESTATION CLEANING I	PRESTIGE CLEANING MI		500.00	None
248-260-801-000	HOME DEPOT INV 11569	HOME DEPOT CREDIT SERVICES	GARBAGE BAGS - DPW	39.94	None
248-260-801-005	CONTRIBUTION - VILLAGE TAX	VILLAGE OF LAKE ORION	CONTRIBUTION TO VILLAGE TAX COLLECTIO	5,944.98	None
248-260-823-000	OPEN AI INV UPV06D46 JUNE	COMERICA BANK	COMERICA CC - MATT JULY 2026	20.00	None
248-260-823-000	ADOBE INV HD04846209561	COMERICA BANK	COMERICA CC - MATT JULY 2026	54.04	None
248-260-823-000	ADOBE CREDIT	COMERICA BANK	COMERICA CC - MATT JULY 2026	0.00	None
248-260-823-000	INJA FLUENT FORMS #WPMN251	COMERICA BANK	COMERICA CC - MATT JULY 2026	55.30	None
248-260-823-000	FLOWCODE - 7.7.26	COMERICA BANK	COMERICA CC - MATT JULY 2026	9.95	None
248-260-823-000	SNAPRETAIL INV 18022	COMERICA BANK	COMERICA CC - MATT JULY 2026	65.00	None
248-260-823-000	CLICKUP 7.12.26	COMERICA BANK	COMERICA CC - MATT JULY 2026	38.00	None
248-260-823-000	SIGNUPGENIUS (ANNUAL)	COMERICA BANK	COMERICA CC - MATT JULY 2026	107.89	None
248-260-823-000	IONOS INV 20263462784	COMERICA BANK	COMERICA CC - MATT JULY 2026	28.85	None
248-260-823-000	CHATAI INV UPV06D46-0013	COMERICA BANK	COMERICA CC - MATT JULY 2026	20.00	None
248-260-851-000	MISWITCH 7.1.26	COMERICA BANK	COMERICA CC - MATT JULY 2026	93.50	None
248-260-851-000	COMCAST - INTERNET/PHONE	COMERICA BANK	COMERICA CC - MATT JULY 2026	234.80	None
248-260-921-000	7-28-26, ACCT#9100-4095-18	DTE ENERGY		28.47	None
248-260-921-000	7-28-26, ACCT#9100-4095-16	DTE ENERGY		377.68	None
248-260-921-000	7-28-26, ACCT#9100-4095-17	DTE ENERGY		87.19	None
248-260-921-000	7-28-26, ACCT#9100-4095-17	DTE ENERGY		43.88	None
248-260-921-000	8-17-26, ACCT#9200 095 433	DTE ENERGY		106.79	None
248-260-921-000	24 FRONT STREET LIGHTS	DTE ENERGY		19.09	None
248-260-921-000	ACCT#910040951725, 8-26-26	DTE ENERGY		180.98	None
248-260-921-000	ACCT#910040951774, 8-26-26	DTE ENERGY		93.48	None
248-260-921-000	ACCT#910040951824, 8-26-26	DTE ENERGY		60.01	None
248-260-921-000	ACCT#910040951659, 8-26-26	DTE ENERGY		789.32	None
248-260-940-000	UHAUL 7.11 EQUIPMENT	COMERICA BANK	COMERICA CC - MATT JULY 2026	26.45	None
248-260-940-000	UHAUL EQUIPMENT 7.14.26	COMERICA BANK	COMERICA CC - MATT JULY 2026	26.45	None
248-260-942-000	DDA OFFICE MATS	DarWel ENTERPRISES LLC		27.06	None
248-260-942-000	2 WATER BOTTLES FOR DDA OF	CRYSTAL WATER COMPANY		14.00	None
248-260-942-000	GREAT LAKES ACE (MISSING)	COMERICA BANK	COMERICA CC - MATT JULY 2026	14.18	None

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Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Department: 260 GENERAL ACTIVITIES					
248-260-942-000	AMZN - 7.13.26 DISPENSER	COMERICA BANK	COMERICA CC - MATT JULY 2026	26.00	None
248-260-942-000	AMZN - 7.22.26 BINS	COMERICA BANK	COMERICA CC - MATT JULY 2026	181.98	None
248-260-942-000	AMZN 7.23.26 INK COFFEE	COMERICA BANK	COMERICA CC - MATT JULY 2026	97.68	None
248-260-942-000	AMZN 723.26 CHARGERS	COMERICA BANK	COMERICA CC - MATT JULY 2026	7.99	None
248-260-942-000	AMZN 7.26.26 E STORAGE	COMERICA BANK	COMERICA CC - MATT JULY 2026	61.58	None
248-260-942-000	AMZN RETURN	COMERICA BANK	COMERICA CC - MATT JULY 2026	0.00	None
248-260-942-000	2 BOTTLES OF WATER FOR DDA	CRYSTAL WATER COMPANY		14.00	None
248-260-958-000	DOMAINLISTINGS (MISSING RE	COMERICA BANK	COMERICA CC - MATT JULY 2026	288.00	None
248-260-958-000	CAFEPRESS - APPAREL	COMERICA BANK	COMERICA CC - MATT JULY 2026	126.13	None
248-260-974-000	EQUIPMENT: INVOICE 8757 /8	GREAT LAKES ACE HARDWARE		720.19	None
248-260-974-000	EQUIPMENT & SUPPLIES, INV#	GREAT LAKES ACE HARDWARE		720.19	None
			Total Department 260 GENERAL ACTIVITIES	11,996.01	
Department: 725 ORGANIZATION					
248-725-825-000	DOWNTOWN DOLLAR REDEMPTION	GREEN HIPPO GIFTS		25.00	None
248-725-827-000	NATIONAL MAIN STREET (GAMS	COMERICA BANK	COMERICA CC - MATT JULY 2026	150.00	None
248-725-827-000	UPS - GROUND	COMERICA BANK	COMERICA CC - MATT JULY 2026	40.68	None
			Total Department 725 ORGANIZATION	215.68	
Department: 726 DESIGN					
248-726-745-000	SUPPLIES: INVOICE 8766 /81	GREAT LAKES ACE HARDWARE		17.65	None
248-726-745-000	PNT BRUSH FLAT 3INCH HP GO	GREAT LAKES ACE HARDWARE	LIGHT POLE PAINT	5.69	None
248-726-745-000	PAINT	GREAT LAKES ACE HARDWARE	LIGHT POLE PAINT	188.04	None
248-726-745-000	EXXON GASS WHEELER	COMERICA BANK	COMERICA CC - MATT JULY 2026	10.81	None
248-726-745-000	EXXON GAS 4WHEELER	COMERICA BANK	COMERICA CC - MATT JULY 2026	10.91	None
248-726-745-000	EXXON GAS 4WHEEELR	COMERICA BANK	COMERICA CC - MATT JULY 2026	10.18	None
248-726-745-000	BEAUTIFICATION SUPPLIES, I	GREAT LAKES ACE HARDWARE		17.65	None
248-726-745-000	BEAUTIFICATION SUPPLIES, I	GREAT LAKES ACE HARDWARE		15.18	None
248-726-745-000	ROCHESTERPOLLINATORS,MEEKS	TRENT CREATIVE		932.00	None
248-726-980-001	ROLL OFF ($100-7.1.26)	COMERICA BANK	COMERICA CC - MATT JULY 2026	100.00	None
248-726-980-001	ROLL OFF ($100 7.7.26)	COMERICA BANK	COMERICA CC - MATT JULY 2026	100.00	None
248-726-980-001	TIMBER BEAST - BRUSH CLEAN	COMERICA BANK	COMERICA CC - MATT JULY 2026	920.00	None
248-726-980-001	WEBSITE FOR LUMBERYARD, IN	TRAILFORGE MARKETING	WEBSITE, VENDOR PORTAL FOR PUBLIC MAR	900.00	None
248-726-980-001	LUMBERYARD MARKETING, INV	TRAILFORGE MARKETING	WEBSITE, VENDOR PORTAL FOR PUBLIC MAR	500.00	None
248-726-980-002	ROLL OFF (CEMENT DUMPSTER	COMERICA BANK	COMERICA CC - MATT JULY 2026	875.00	None
248-726-980-002	ROLL OFF (GENERAL DUMPSTER	COMERICA BANK	COMERICA CC - MATT JULY 2026	624.00	None
			Total Department 726 DESIGN	5,227.11	
Department: 728 ECONOMIC DEVELOPMENT					
248-728-888-000	AMERICA250 7/1, LOLIVE BAC	VIEW NEWSPAPER GROUP		2,657.00	None
248-728-888-000	ADVERTISING: INVOICE #2465	ORION AREA CHAMBER OF COMM		450.00	None
248-728-888-000	DOTL BANNER INV#3131	EPRINT SOLUTION LLC		132.00	None
			Total Department 728 ECONOMIC DEVELOPMENT	3,239.00	
Department: 729 PROMOTION					
248-729-880-000	AMZN - CLIKERS	COMERICA BANK	COMERICA CC - MATT JULY 2026	6.29	None
248-729-880-015	ANNUAL SUBSCRIPTION, INV#2	SEEMYLEGACY	PLATFORM FOR SPONSORSHIPS, VOLUNTEER	1,999.00	None
248-729-880-017	SWANK - MOVIE LICENSES	COMERICA BANK	COMERICA CC - MATT JULY 2026	1,260.00	None
248-729-880-017	TEEN MOVIE NIGHT EQUIP, IN	SPARKFUSION MARKETING	TEEN MOVIE NIGHT EQUIPMENT FOR VIEWIN	500.00	None
			Total Department 729 PROMOTION	3,765.29	

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Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
			Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND	24,443.09	
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023					
Department: 901 CAPITAL OUTLAY					
301-901-950-000	LUMBERYARD PORTAJOHN,INV#I	TURNER SANITATION		250.00	None
301-901-950-000	LUMBERYARD PORTAJOHN, INVI	TURNER SANITATION		58.00	None
301-901-971-000	CODE COMPL-DEMO/CLEANUP IN	K&D PHILLIPS CONTRACTING L	DEMOLITION AND CLEANUP FOR CODE COMPL	8,050.00	None
301-901-971-000	ENG- LUMBERYARD PUD, INV#1	PEA GROUP	FINAL ENGINEERING INVOICE	12,422.50	None
301-901-971-000	LUMBERYARD INTERIOR PAINT,	WESSEL'S PAINTING INC	INTERIOR PAINT INSIDE THE MARKET BARN	11,890.00	None
			Total Department 901 CAPITAL OUTLAY	32,670.50	
Department: 905 Downtown Dev Bond 2023					
301-905-731-000	TAXABLE ANNUAL ADMIN FEE I	ARGENT INSTITUTIONAL TRUST		500.00	None
301-905-731-001	TAX EXEMPT ANNUAL ADMIN FE	ARGENT INSTITUTIONAL TRUST		500.00	None
			Total Department 905 Downtown Dev Bond 2023	1,000.00	
			Total Fund 301 DOWNTOWN DEV BOND PROJECT 2023	33,670.50	
Fund: 592 WATER AND SEWER FUND					
Department: 548 SEWER ACTIVITIES					
592-548-801-000	WASP KILLER (2) 10.99 EAC	GREAT LAKES ACE HARDWARE		20.00	None
592-548-801-000	DEET	GREAT LAKES ACE HARDWARE		7.21	None
592-548-801-000	JULY 2026	GREAT LAKES WATER AUTHORIT	INDUSTRIAL SPECIFIC RETAIL JULY 2026	917.56	None
592-548-992-000	PRINCIPAL 2017, 2023, 2024	OAKLAND COUNTY TREASURER	SERIES 2017, 2023, 2024 CI081747	10,468.93	None
592-548-995-000	INTEREST 2017, 2023, 2024	OAKLAND COUNTY TREASURER	SERIES 2017, 2023, 2024 CI081747	4,125.53	None
			Total Department 548 SEWER ACTIVITIES	15,539.23	
Department: 556 WATER ACTIVITIES					
592-556-931-001	(12) 1INCH COUPLINGS	GUNNERS METERS & PARTS, I		180.00	None
592-556-931-003	1-1/2 NEPTUNE T-10 PROCODE	GUNNERS METERS & PARTS, I		600.00	None
			Total Department 556 WATER ACTIVITIES	780.00	
			Total Fund 592 WATER AND SEWER FUND	16,319.23	

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--- TOTALS BY FUND ---					
		101	GENERAL FUND	10,222.72	
		202	MAJOR STREET FUND	7,509.99	
		203	LOCAL STREET FUND	49.95	
		207	POLICE FUND	3,893.73	
		225	DEPT OF PUBLIC WORKS FUND	7,996.56	
		248	DOWNTOWN DEVELOPMENT AUTHORITY FUND	24,443.09	
		301	DOWNTOWN DEV BOND PROJECT 2023	33,670.50	
		592	WATER AND SEWER FUND	16,319.23	
		Total For All Funds:		104,105.77	

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: August 24, 2026

TOPIC: Receive and File of Orion Township Building Permit Report from July 16, 2026 to August 15, 2026

RECOMMENDED MOTION:

To receive and file the Orion Township Building Permit Report from July 16, 2026 to August 15, 2026, as presented.

MONTHLY REPORT

VILLAGE PERMITS

08/17/2026

Permit	Type	Address	Applicant	Issued	Expired	Paid
PPV26-020	PLUMBING VILLAGE	245 N BROADWAY ST	PALLITTO, JOSPEH	07/29/202	01/25/202	$273.00
PMV26-032	MECHANICAL VILLAGE	226 BELLEVUE AVE	DANDALIDES, GEORGE DANDALIDES, SUSAN	08/13/202	02/09/202	$105.00
PMV26-031	MECHANICAL VILLAGE	587 BAGLEY DR	SKELTIS, IAN A.	08/12/202	02/08/202	$240.00
PMV26-029	MECHANICAL VILLAGE	130 S ANDREWS ST	Christopher H Smither	08/12/202	02/09/202	$402.00
PMV26-028	MECHANICAL VILLAGE	141 EVERGREEN TRL	KOTZ, FRANK S.	08/13/202	02/09/202	$197.00
PMV26-027	MECHANICAL VILLAGE	245 N BROADWAY ST	TRAYNOFF, CHRIS J.	07/30/202	02/01/202	$135.00
PMV26-026	MECHANICAL VILLAGE	354 N NORTH SHORE DR	Zachary Ryan Hill	07/28/202	02/02/202	$395.00
PMV26-025	MECHANICAL VILLAGE	300 CASS ST	Richard Whitman	07/15/202	01/31/202	$197.00
PEV26-037	ELECTRICAL VILLAGE	144 LAPEER ST	JAMES L TURNER	08/14/202	02/10/202	$410.00
PEV26-035	ELECTRICAL VILLAGE	197 S BROADWAY ST	SCOTT DRZEWIECKI	08/11/202	02/07/202	$315.00
PEV26-034	ELECTRICAL VILLAGE	226 BELLEVUE AVE	DANDALIDES, GEORGE DANDALIDES, SUSAN	08/07/202	02/03/202	$100.00
PEV26-033	ELECTRICAL VILLAGE	245 N BROADWAY ST	Tillotson, Matthew	08/11/202	02/07/202	$195.00
PEV26-032	ELECTRICAL VILLAGE	215 S BROADWAY ST	KRISTOPHER A RICHARDSON	07/28/202	01/26/202	$165.00
PEV26-031	ELECTRICAL VILLAGE	354 N NORTH SHORE DR	ROBERT H BIENKOWSKI	07/21/202	01/25/202	$545.00
PBV26-048	Village Residential Building	350 N BROADWAY ST	ORIGINAL ROOFING	08/12/202	08/12/202	$177.00
PBV26-047	Village Residential Building	129 N SLATER ST	FHL HOMES	08/03/202	08/03/202	$200.00
PBV26-044	Village Residential Building	430 ALGENE DR	FOUNDATION SYSTEMS OF MICHIGAN	08/06/202	08/13/202	$275.00
PBV26-043	Village Residential Building	745 CENTRAL DR	CONNERY, DONALD S CONNERY, CATHERINE	08/07/202	08/14/202	$275.00
PBV26-041	Village Sign	115 N BROADWAY ST	PATRICK A STIEBER	07/30/202	01/26/202	$176.00
PBV26-040	Village Commercial Building	55 ELIZABETH ST	MASTEC NETWORK SOLUTIONS/ROBERT MRLA	07/23/202	01/19/202	$425.00
PBV26-039	Village Residential Building	245 N BROADWAY ST	KENDALL DESIGN BUILD	08/05/202	08/05/202	$1174.00
PBV26-037	Village Residential Building	269 NIGHTSKY LANE	MONTAGE CONSTRUCTION COMPANY	07/16/202	08/11/202	$1600.00
PBV26-036	Village Residential Building	305 E JACKSON ST	ALPHA TO OMEGA PROPERTIES LLC	08/13/202	08/13/202	$860.67

Total Permits: 23

Total Paid: $8836.67

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: August 24, 2026

TOPIC Recommendation from Village Manager on Combination of DDA Board with Planning Commission

BACKGROUND BRIEF:

At its April 13, 2026, regular meeting, Council considered a request from Council Member Papacek to seek a recommendation from the Village Manager on the combination of the Lake Orion Downtown Development Authority Board of Directors with the Planning Commission. Council directed the Village Manager to provide an updated recommendation from the February 2025 report.

The Village Manager has reviewed the request and any change in circumstances which would give cause to consider the consolidation of the DDA Board of Directors with the Planning Commission as permitted by Act 57 of 2018. The Village Manager finds that there is no change in circumstances that would warrant such a combination and that his February 2025 report to Council is still relevant. However, the Village Manager also finds that the recommendation set forth in the February 2025 report to amend the Village ordinance to designate the Village Manager as the chief executive officer responsible for recommending appointments to the DDA Board and to serve as voting member of the Board continues to be an important solution in addressing ongoing issues relating to Village/DDA communication, adequate Village oversight of DDA staff and projects, administrative coordination of functions, and other issues. The Village Manager recommends that Council proceed with this ordinance change.

SUMMARY OF PREVIOUS COUNCIL ACTION:

11/25/2024 - Council adopted a motion to direct the Village Manager to enter a discussion with the DDA Executive Director, to weigh the relative merits of the proposal and make the recommendation to Village Council on what they feel may be in the best interests of the community.

02/10/2025 – Council accepted the report and recommendation of the Village Manager to maintain separate DDA Board of Directors and Planning Commission as requested by the Village at its November 25, 2024, regular meeting.

04/13/2026 – Council directed the Village Manager to provide an updated report outlining the pros and cons of aligning the DDA Board with the Planning Commission and to present the findings to Council in a few weeks.

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

To direct the Village Manager and Village Attorney to draft an amendatory ordinance for consideration by the Village Council to designate the Village Manager as the chief executive officer of the Village pursuant to Sections 201(h) and 204(1) of the Michigan Recodified Tax Increment Financing Act, Public Act 57 of 2018, as amended.

Memorandum

Office of the Village Manager

TO: Honorable President Rutt and Village Council
FROM: Darwin D. P. McClary, Village Manager
DATE: February 6, 2025

RE: ***ANALYSIS OF REQUEST TO COMBINE DDA BOARD OF DIRECTORS AND PLANNING COMMISSION***

PURPOSE OF REVIEW

On November 25, 2024, the Lake Orion Village Council adopted a motion to direct the Village Manager to enter a discussion with the DDA Executive Director, to weigh the relative merits of the proposal and make the recommendation to Village Council on what they feel may be in the best interests of the community. Council issued this direction in response to a request from Council Member Michael Lamb that the Village Council consider combining the DDA Board with the Planning Commission as permitted by the Michigan Recodified Tax Increment Financing Act, Public Act 57 of 2018. This memorandum is the product of the direction provided by Council.

REQUEST TO COMBINE BOARDS

In his request, Council Member Lamb provides a statement of merits for considering the combination of the DDA Board with the Planning Commission, including fostering a broader representation of the entire community and government on the board, enhancing communication, better coordination of work, reducing costs and streamlining accounting functions, eliminating duplication of effort by the DDA Executive Director by reporting to one board instead of three, improving compliance, enhancing visibility, and facilitating greater planning staff support. Council Member Lamb's statement is attached as **ATTACHMENT 1**.

REBUTTAL TO REQUEST TO COMBINE BOARDS

DDA Executive Director Matt Gibb and I met on November 26, 2024, to discuss Council Member Lamb's proposal and Council's direction. I requested that Mr. Gibb provide to me in writing his own thoughts on the advantages and disadvantages of the proposal. I received Mr. Gibb's written comments, and they are attached as **ATTACHMENT 2.**

FINDINGS AND RECOMMENDATION

The proposal to combine the two boards appears to stem from a few core concerns: (1) budgetary and spending control; (2) communication and cooperation between the Village and the DDA; and (3) duplication of staffing and/or operations resulting in unnecessary costs. It is my opinion that the Michigan Recodified Tax Increment Financing Act adequately addresses these matters. Under the Act, the Village Council possesses oversight control and budgetary authority. The Council has the authority to establish the Downtown Development Authority as well as to dissolve it. The Council has final appointing authority of all members of the DDA Board. The Council approves the annual budget of the DDA prior to the DDA Board's final adoption of the budget. The Village has approval authority over DDA development projects through its Master Plan, Zoning Ordinance, and Planning Commission site plan and public infrastructure review processes. The extent to which the Village Council's and Planning Commission's authority and control are exerted is the responsibility of those two boards.

Addressing concerns about communication and cooperation between the Village and the DDA, I acknowledge that these could be strengthened. I continue to believe that the connection between the Village and the DDA is not as strong as it should be due to the current structure of appointments to the DDA Board and representation on the DDA Board. State law permits either the Village President or the Village Manager to act as appointing authority for the DDA Board and to serve as a voting member on the Board. Current Village code delegates that responsibility to the Village President. However, elected officials usually lack the detailed knowledge of state law and the complicated concepts of tax increment financing mechanisms to be able to adequately advocate for the Village and provide some level of influence and oversight on the DDA Board. As a result of this lack of knowledge, the Village President risks becoming an advocate of the DDA rather than having the capacity to balance the needs and goals of the DDA with those of the Village government and greater community. To the contrary, the Village Manager possesses this knowledge. The Village Manager position is also the position responsible for preparation of the annual government budget, serving as the community's Zoning Administrator, Act 51 Street Administrator, and advisor to all boards and commissions of the Village. The Village Managere's primary responsibility is to manage the Village government. This unique knowledge, experience, and roles may make the Village Manager the most suitable representative of the Village government on the DDA Board.

Addressing the concerns about duplication of staffing and/or operations resulting in unnecessary costs, it is my opinion that the DDA properly manages its operations and avails itself of available opportunities for efficiencies. I am not convinced that combining the DDA Board and Planning Commission would result in any appreciable reductions in staffing, facilities, equipment, or processes above what is already achieved through the DDA/Village services agreement. The only possible reduction in duplication might be the combination of the DDA offices with the Village offices, but I do not believe that the space limitations at Village Hall would accommodate the needs of the DDA, and, in any event, the cost savings would be relatively minor.

Upon review of the information submitted, I conclude that the interests of the community are best served by maintaining two separate boards, a Downtown Development Authority Board of Directors and a Planning Commission. While the two boards share some common interests, I find that the duties of each may be incompatible in some regards or may dilute the representation of interested downtown property owners and businesses in downtown development and redevelopment decision making. Furthermore, combining the two boards would not address the concerns outlined in Council Member Lamb's proposal.

Just common sense to combine DDA Board and Planning Commission 11-25-24

Act 57 provided for the Planning Commission to serve as the DDA Board in addition to their planning duties in communities with a population less than 5,000.

The reason for this provision is that the number of available candidates for these uncompensated volunteer positions are always limited, especially so in smaller communities.

It is suggested that boards and commissions contain members that have qualifications in their life experience, career and education that will support the activities of the group. Another main reason is to provide representation of the varying groups in a community (aka business/residential).

Combining the DDA and Planning Commission would allow us to have both experienced business owners, experienced planning commission members (including builders, planners, engineers) along with elected officials, administration and regular citizens all having a "vote" on the direction our community grows.

The combined board would essentially contain 1/3 elected officials and administration, 2/3 business, planning and community representatives. This combined expertise in governing, business, planning and zoning would facilitate communication, compliance, proper representation and economic efficiency in our local government.

Keywords

Communication – no misunderstandings all functions are in one place

Organization – combined staff, billing, accounting, legal representation, dpw and police services.

Budget – combining government reduces costs, streamlined cost accounting for activities.

Director – more time for Director to get things done instead of presenting ideas to three separate boards.

Compliance - Village staff will participate in operations assisting to avoiding any compliance issues.

Visibility – Everything will be clearly above the board and clearly in the view of the public.

Planning - Planning staff from the Village's consultant would be available at all meetings.

This action will bring this community back together with some good common sense and financial responsibility.

RECODIFIED TAX INCREMENT FINANCING ACT (EXCERPT)
Act 57 of 2018

125.4204 Board; appointment, terms, and qualifications of members; vacancy; compensation and expenses; election of chairperson; appointment as public official; oath; conducting business at public meeting; public notice; special meetings; removal of member; review; expense items and financial records; availability of writings to public; single board governing all authorities; member as resident or having interest in property; planning commission serving as board in certain municipalities; modification by interlocal agreement.

Sec. 204. (1) Except as provided in subsections (7), (8), and (9), an authority shall be under the supervision and control of a board consisting of the chief executive officer of the municipality or his or her designee from the governing body of the municipality and not less than 8 or more than 12 members as determined by the governing body of the municipality. Members shall be appointed by the chief executive officer of the municipality, subject to approval by the governing body of the municipality. Not less than a majority of the members shall be persons having an interest in property located in the downtown district or officers, members, trustees, principals, or employees of a legal entity having an interest in property located in the downtown district. Not less than 1 of the members shall be a resident of the downtown district, if the downtown district has 100 or more persons residing within it. Of the members first appointed, an equal number of the members, as near as is practicable, shall be appointed for 1 year, 2 years, 3 years, and 4 years. A member shall hold office until the member's successor is appointed. Thereafter, each member shall serve for a term of 4 years. An appointment to fill a vacancy shall be made by the chief executive officer of the municipality for the unexpired term only. Members of the board shall serve without compensation, but shall be reimbursed for actual and necessary expenses. The chairperson of the board shall be elected by the board. The rules of procedure or the bylaws of the authority may provide that a person be appointed to the board in his or her capacity as a public official, whether appointed or elected. The rules of procedure or bylaws may also provide that the public official's term shall expire upon expiration of his or her service as a public official. In addition, the public official's membership on the board expires on his or her resignation from office as a public official.

(2) Before assuming the duties of office, a member shall qualify by taking and subscribing to the constitutional oath of office.

(3) The business which the board may perform shall be conducted at a public meeting of the board held in compliance with the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. Public notice of the time, date, and place of the meeting shall be given in the manner required by the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. The board shall adopt rules consistent with the open meetings act, 1976 PA 267, MCL 15.261 to 15.275, governing its procedure and the holding of regular meetings, subject to the approval of the governing body. Special meetings may be held if called in the manner provided in the rules of the board.

(4) Pursuant to notice and after having been given an opportunity to be heard, a member of the board may be removed for cause by the governing body. Removal of a member is subject to review by the circuit court.

(5) All expense items of the authority shall be publicized monthly and the financial records shall always be open to the public.

(6) In addition to the items and records prescribed in subsection (5), a writing prepared, owned, used, in the possession of, or retained by the board in the performance of an official function shall be made available to the public in compliance with the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

(7) By resolution of its governing body, a municipality having more than 1 authority may establish a single board to govern all authorities in the municipality. The governing body may designate the board of an existing authority as the board for all authorities or may establish by resolution a new board in the same manner as provided in subsection (1). A member of a board governing more than 1 authority may be a resident of or have an interest in property in any of the downtown districts controlled by the board in order to meet the requirements of this section.

(8) By ordinance, the governing body of a municipality that has a population of less than 5,000 may have the municipality's planning commission created pursuant to former 1931 PA 285 or the Michigan planning enabling act, 2008 PA 33, MCL 125.3801 to 125.3885, serve as the board provided for in subsection (1).

(9) If a municipality enters into an agreement with a qualified township under section 203(7), the membership of the board may be modified by the interlocal agreement described in section 203(7).

History: 2018, Act 57, Eff. Jan. 1, 2019;—Am. 2019, Act 29, Imd. Eff. June 25, 2019.

LIST OF AUTHORITY BOARD AND PLANNING COMMISSION MEMBERS

2024 DOWNTOWN DEVELOPMENT AUTHORITY BOARD

TERESA RUTT, VILLAGE PRESIDENT

DEBORAH BURGESS, CHAIRMAN, BUILDERS CUSTOM FLOORING
SAM CARUSO, VICE CHAIR, CARUSO CHIROPRACTIC EXPIRED
MATTHEW SHELL, TREASURER EXPIRED
HANK LORANT, SECRETARY, DDA RESIDENT
LLOYD COE, BOARD MEMBER, ED'S BROADWAY GIFT & COSTUME
SALLY MEDINA, BOARD MEMBER, BROADWAY EMBROIDERY
ALAINA CAMPBELL, BOARD MEMBER, COOKIES & CREAM
CHRIS BARNETT, ORION TOWNSHIP SUPERVISOR EXPIRED

2024 PLANNING COMMISSION BOARD

JERRY NARSH, VILLAGE PRESIDENT EXPIRED
MICHAEL LAMB, VILLAGE COUNCIL MEMBER EXPIRED
DARWIN MCCLARY, VILLAGE MANAGER

JAMES ZSENYUK, CHAIRPERSON
GEORGE DANDALIDES, VICE CHAIRPERSON EXPIRED
HANK LORANT, SECRETARY
EDWARD SABOL, COMMISSIONER EXPIRED
LARRY DUNN, COMMISSIONER
VACANT, COMMISSIONER

2025 NEW COMBINED BOARD

TERESA RUTT, VILLAGE PRESIDENT
______________, VILLAGE COUNCIL MEMBER
DARWIN MCCLARY, VILLAGE MANAGER

JAMES ZSENYUK, CHAIRPERSON
______________, VICE CHAIRPERSON
HANK LORANT, SECRETARY
EDWARD SABOL, COMMISSIONER
______________, COMMISSIONER
______________, COMMISSIONER

Darwin McClary

From: Michael Lamb
Sent: Wednesday, November 13, 2024 9:24 AM
To: Darwin McClary
Subject: agenda request revision

Darwin can you please use this revised text for my agenda request. I believe it is clearer and less confrontational.

Thank you, Mike Lamb

Dear Mr. McClary,

I would like to add this item to the next council agenda for discussion.

I believe that a lot of past issues regarding DDA practices, relationships, spending, and budget could be resolved/improve by combining the DDA Board with the Planning Commission as provide for in **PA** 57 of 2018.

There would be an increase in communications and cooperation by having the Planning Commission as the DDA Board which includes the Village President, one council member and the Village Manager as voting members. An additional benefit is that it provides for more representation by all the tax payers.

Currently, the DDA maintains a separate staff, offices, legal representation, phone system, etc. apart from the Village. In essence a duplication of costs. The cost savings of combining governmental services is beneficial to the tax payers.

Currently communications between Council and Authority are though DDA minutes and the Village Council Presidents attendance at the the DDA meetings. (no required report to Council). The Village Manager is not a member and has no vote on the DDA items.

Attached is a copy my correspondence with the previous Village Manager and the Ordinances from the Village of Vicksburg which effected the changes to their governing structure.

Thank you for your cooperation in this matter.

Michael Lamb

Michael J. Lamb, Councilman
Village of Lake Orion
Memorandum

Date: 9-24-21

To: Joe Young, Village Manager

Subject: Are there any comparable communities that have consolidated the DDA with the Planning Commission

Dear Joe,

The question was asked, "are there any comparable communities that have consolidated the DDA with the Planning Commission". The answer is yes. Vicksburg Michigan had a similar demographic, population, waterfront and historical nature.

The Village of Vicksburg has had a similar situation with their DDA and DDA District which was resolved by means of amendment to various ordinances moving their DDA responsibilities to their Planning Commission. After a phone call with Mr. Jim Mallory, Village Manager, 269-365-8391, it was apparent the situations were quite similar.

Mr. Mallory granted me permission to quote him directly, however my notes are not that precise, so I encourage you to call him. His comments were well organized and he spoke with conviction. I have no doubt he can assist you in bringing clarity to your thoughts on this issue.

The following include my recollections of portions of the conversation. I am not asserting that Mr. Mallory's comments regarding the Vicksburg DDA are a reflection of the VLO DDA, only that there are similarities in the issues. After the discussion, I am convinced we would be moving in the correct direction. Additionally, his opinion is that we have a situation of incompatible governmental offices within our current DDA Board.

Mr. Mallory indicated that their DDA had become focused on power and money. Things were not getting done. Funds were not being used with fiscal responsibility. Opinions had become passionate; claims were made by DDA members that it was "the DDA's money". Their DDA district had been expanded to include non-downtown areas drawing on funds that belonged elsewhere in the community. His comment was that all of the funds are tax revenues of the people and should be used appropriately with fiscal responsibility.

Mr. Mallory's initiative to bring the DDA District into their Planning Commission was successful. Their Council passed the attached resolutions and within 90 days their newly reorganized Planning Commission was able to take affirmative action in moving projects forward and setting initiatives in motion. Their Planning Commission was expanded to 9 members to include business owners whom were not residents of their Village. Mr. Mallory stated that the level of efficiency and effectiveness of the new organization was greatly increased and that a win had occurred for all involved. Their DDA district was subsequently revised and they are moving full speed ahead with a vibrant and growing downtown.

Attached are various ordinances, minutes, etc.

VILLAGE OF VICKSBURG

ORDINANCE NO. 292

AN ORDINANCE AMENDING CHAPTER 82, ARTICLE II, DIVISION 4 OF THE VILLAGE OF VICKSBURG CODE OF ORDINANCES, THE PLANNING COMMISSION

The Village of Vicksburg hereby ordains:

SECTION 1. Chapter 82, Article II, Division 4

Chapter 82, Article II, Division 4 of the Vicksburg Code of Ordinances, entitled *Planning Commission*, shall be amended in its entirety to read as follows:

Section 82-101. Establishment

(a) Pursuant to the requirements and authority of the Michigan Planning Enabling Act (Act 33 of 2008) and the Michigan Zoning Enabling Act (Act 110 of 2006), the Village Council hereby establishes a planning commission consisting of nine (9) members which shall replace the existing planning (zoning) commission.

(b) The Village president shall appoint members of the planning commission, subject to approval by a majority vote of the members of the Village Council.

(c) Each member of the planning commission shall serve a three (3) year term. The initial appointment of members shall be for periods of one (1), two (2), and three (3) years as determined by the Village Council. The Village Council may appoint up to three (3) ex officio members to the planning commission.

(d) Members of the planning commission shall be qualified electors of the local unit of government except that two (2) members of the planning commission need not be qualified electors of the local unit of government.

(e) The planning commission shall adopt Bylaws of the planning commission upon the approval of same by the Village Council.

Section 82-102. Authority, powers and duties

(a) The planning commission shall have all authority, power and duties identified by the Michigan Planning Enabling Act as well as those powers and duties identified and transfered from the previous planning (zoning) commission pursuant to the Michigan Zoning Enabling Act. In the event that any provision of the Village's zoning ordinance conflicts with the Michigan Planning Enabling Act, the provisions of the Michigan Planning Enabling Act shall control.

(b) the planning commission shall have all zoning authority specifically provided by the Michigan Planning Enabling Act and those powers and duties transferred from its role pursuant to the Michigan Zoning Enabling Act.

Section 82-103. Officers

The planning commission shall elect at its first meeting of the year, a chair, vice-chair and secretary to serve for terms of one (1) year.

Section 82-104. Compensation

Planning commission members shall be compensated in amounts established by resolution by the Village Council.

Section 82-105. Oath of office

All planning commission members shall take an oath of office in a form approved by the Village Council.

Section 82-106. Adoption and incorporation of amendments to the Michigan Planning Enabling Act and other relevant statutory provisions.

All applicable amendments to the Michigan Planning Enabling Act and any other relevant statute shall be incorporated in this division by reference and shall supersede the statutes that they amend or replace.

Section 82-107. Planning Commission serving as DDA Board

Pursuant to the Michigan Planning Enabling Act, the planning commission shall concurrently serve as the board of the Village of Vicksburg Downtown Development Authority and shall have all authority and duties of the DDA board as set forth in the Recodified Tax Increment Financing Act (Act 37 of 2018).

SECTION 2. Continuation of Planning Commission.

Nothing in this Ordinance shall be interpreted as a discontinuation of the Village planning (zoning) commission. The planning commission shall be and remain constituted in accordance with and shall have all of the powers and duties set forth in the Michigan

Planning Enabling Act (Act 33 of 2008) as amended from time to time, those powers and duties previously set forth in the Michigan Zoning Enabling Act (Act 110 of 2006) and in this Ordinance. No matter pending before the planning commission as of the effective date of this ordinance shall be affected in any way by the fact that the planning commission is being reconstituted by this Ordinance. All such pending matters shall be carried forward under the planning commission at the same status as existed prior to the effective date of this Ordinance.

SECTION 3. Severability.

If any provision of this Ordinance shall be held invalid, its invalidity shall not affect any other provision of this Ordinance that can be given effect without the invalid provision, and for this purpose the provisions of this Ordinance are declared severable.

SECTION 4. Effective date.

This Ordinance and the related rules, regulations, provisions, requirements, orders and matters established shall take effect immediately upon publication, except any penalty provisions, if any, which shall take effect twenty (20) days after publication, pursuant to MCL 66.1.

SECTION 5. Repealer.

All Ordinances or parts of Ordinances in conflict with this Ordinance are repealed only to the extent necessary to give all provisions of this Ordinance full effect.

Clerk's Certification

I, Tracy L. Locey, Village Clerk of the Village of Vicksburg, certify that at a regular meeting of the Village Council held on November 4, 2019 at 7:00 p.m., at MP8 Building, 13326 N. Boulevard, Vicksburg, Michigan at which the following members were present:

Trustees: Bill Adams, Colin Bailey, Tim Frisbie, Rick Holmes, Carl Keller, Julie Merrill, and Gail Reisterer
Absent: None.

The Council enacted Ordinance #292 to become effective immediately upon publication and that the members of the Council present at the meeting voted on the adoption of the Ordinance as follows:

Motion: Frisbie
Support: Reisterer
Ayes: Adams, Bailey, Frisbie, Holmes, Keller, Merrill, and Reisterer
Nays: None.

Tracy L. Locey

Tracy L. Locey, Clerk

Village of Vicksburg
The Village with a Vision

MINUTES

I. Call to Order – President Adams called the meeting to order at 7:00 pm.

II. Pledge of Allegiance: The Pledge of Allegiance was recited.

III. Moment of Silence: Those willing and present took a moment of silence.

IV. Roll Call: The following members were in attendance: Trustees: Bill Adams, Colin Bailey, Tim Frisbie, Rick Holmes, Carl Keller, Julie Merrill, and Gail Reisterer. Also, in attendance were: Village Manager Jim Mallery, Director of Community Engagement Alex Lee, Clerk Tracy Locey, Treasurer Michelle Morgan, DPW Chad Schippers and Police Officer Taylor Herrick.

V. Approval of Agenda – Items 11a. Budget Amendments and 12. Director of Community Engagement Report were removed from the agenda. Frisbie moved, seconded by Reisterer to approve the agenda as amended. Motion carried 7-0.

VI. Scheduled Appearances

a. Resolution 11-04-2019 Recognition of Dana Downing – Lee read the resolution aloud. Mallery and Adams presented Downing a copy of the Resolution. Keller moved, seconded by Reisterer to adopt the Resolution as presented. Motion carried 7-0 with a roll call vote.

VII. Public Official Appearances – None.

VIII. Citizen's Comments for agenda items – None.

IX. Approval of General Consent Agenda – Keller moved, seconded by Reisterer to amend the dates on the agenda for the event requests from 2019 to 2020. Motion carried 7-0. Keller moved, seconded by Merrill to approve the consent agenda as amended. Motion carried 7-0 with a roll call vote.

a. Minutes of the Regular Council Meeting: October 18, 2019
b. Warrant Reports: Mercantile $141,106.71
c. Event Requests
   i. Trimble Vicksburg Graduation – June 7, ~~2019~~ 2020
   ii. Vicksburg United Church 150th Year – July 12, ~~2019~~ 2020

Correspondence – None

X. Council Action Items

a. Ordinance 291; Amendments to the Village of Vicksburg Ordinance, Chapter 18, Article II, Division 1 adding Section 18-38 Planning Commission serving as DDA Board – Mallery addressed the Council stating the proposed Ordinances and By-Laws are required as part of the initiative to appoint the Planning Commission to act as the board of the Downtown Development Authority. State of Michigan statute requires ordinances to update and accommodate the new assignment of duties.

b. Ordinance 292; Amendments to the Village of Vicksburg Ordinance, Chapter 18, Article II, Division 4 in its entirety;

c. Ordinance 293; Adding an Ordinance to Appoint the Village of Vicksburg Planning Commission as the Downtown Development Authority;

d. Consider Adoption of Planning Commission Amended By-Laws and Rules of Procedure;

   a. Open Public Hearing – Keller moved, seconded by Bailey to open the public hearing at 7:07 pm.

   b. Receive Written and Verbal Comments – John DeBault, current Chairperson of the DDA, inquired on his duties once the PC assumes the duties of the DDA. Mallery stated the PC will become responsible for the oversight of the DDA and its operations. Sub-committees may be formed to carry out the various projects of the DDA, but will be at the discretion of the PC. Keller inquired on the residency requirements of the PC membership. Mallery reviewed the State of Michigan statute for PC membership. Adams inquired on the compensation for DDA versus PC members. Mallery along with Attorney Horne stated PC members will continue to receive a stipend as is allowable by statute. DDA members are not allowed to be compensated. The PC members will continue to be compensated. DeBault stated the DDA has made great progress over the past few years and would like to continue to be involved and continue its success. Horne stated the ordinance will assign the duties for both the PC and DDA to the Chairperson/officials of the PC.

   Denny Olsen would like to see the Christmas in the Village and façade programs continue. Mallery envision the programs continuing. Frisbie stated there is no intention of doing away with the DDA's great strides. Holmes would like to see an increase funding in the façade grant program.

c. Close Public Hearing – With no further written or verbal comments, Frisbie moved, seconded by Keller to close the public hearing. Motion carried 7-0.

d. Consider Adoption

1. Ordinance 291 – Frisbie moved, seconded by Reisterer to adopt Ordinance 291 as presented. Motion carried 7-0 with a roll call vote.

2. Ordinance 292 – Frisbie moved, seconded by Reisterer to adopt Ordinance 292 as presented. Motion carried 7-0 with a roll call vote.

3. Ordinance 293 – Frisbie moved, seconded by Reisterer to adopt Ordinance 293 as presented. Motion carried 7-0 with a roll call vote.

4. By Laws and Rules of Procedure for the Village of Vicksburg Planning Commission – Frisbie moved, seconded by Reisterer to adopt the By-Laws as presented. Motion carried 7-0 with a roll call vote.

b. Consider Approval of SKCFA 2020-2021 Budget – Bailey stated the estimated amount due from the Village of Vicksburg decreased by approximately $2,000. Frisbie inquired on the timing of the budget. Locey stated SKCFA's fiscal year is April – March. The budget is prepared and presented 5 months in advance so the participating entities can prepare their respective budgets. Final allocation numbers will be available in January. Bailey recommends the approval the budget as presented. Holmes moved, seconded by Keller to approve the 2020-2021 budget as presented. Motion carried 7-0 with a roll call vote.

c. Resolution 11-04-2019-2 Authorizing Signors to the State of Michigan Department of Transportation Contract 15-5509 – Mallery read the resolution authorizing Mallery to execute MDOT contract 15-5509. Keller moved, seconded by Merrill to adopt the resolution as presented. Motion carried 7-0 with a roll call vote.

XI. Village Manager Report

a. Loader Tires – Mallery requested four tires in the amount of $7,745.90 for the 2009 loader. The tires will be mounted and balanced by Goodyear Commercial Tire and Service Center of Kalamazoo through the MI-Deals program. Frisbie moved, seconded by Bailey to approve the expense as requested. Motion carried 7-0 with a roll call vote.

b. Website/Hardware Proposal – Mallery provided an update on the website/streaming project. The amount of the contract was below $3,500 therefore in accordance with the Village's purchasing policy is at the discretion of the Village Manager. In January 2020 the streaming portion of the project is expected to go live. Lee stated he feels the project is progressing on schedule.

XII. Department/Committee Reports

a. South Kalamazoo County Fire Authority – No further update than the budget.

b. Downtown Development Authority – The Christmas in the Village event is moving along well. It will be bigger and better than last year with several new surprises. There are five façade grant recipients that have completed their projects. The regular meeting has been rescheduled to November 7th at Main Street Pub beginning at 5 pm. A public information/open house will begin at 6 pm.

XIII. Citizen's Comments – None.

XIV. Council President/Members Time

a. Adams recommended the public attend he DDA meeting and reminded people to vote in tomorrow's election.

XV. Adjournment - With there being no further business, the meeting was adjourned at 7:55 pm.

Respectfully Submitted,

Tracy L. Locey

Tracy L. Locey
Village Clerk

Village of Vicksburg
Ordinance No. 293

ORDINANCE TO APPOINT THE VILLAGE OF VICKSBURG PLANNING COMMISSION AS THE DOWNTOWN DEVELOPMENT AUTHORITY

SECTION 1. The Village of Vicksburg Planning Commission (hereinafter referred to as the "Planning Commission") was previously constituted pursuant to the *Michigan Zoning Enabling Act*, Public Act 110 of 2006, as amended, MCL 125.3101 *et seq.* and the *Planning Enabling Act*, Public Act 33 of 2008, as amended, MCL 125.3801 *et seq.*

SECTION 2. The Planning Commission shall henceforth serve as the Board of the Village of Vicksburg Downtown Development Authority (hereinafter referred to as "DDA"), pursuant to MCL 125.4204(8). The term of each DDA member shall be the same as their term in office as a member of the Planning Commission. A DDA member may be removed under the procedure proscribed for removing a Planning Commission member.

SECTION 3. The Village President shall appoint the nine (9) members of the Planning Commission/DDA, subject to approval by a majority vote of the members of the Village Council. The Planning Commission and DDA shall be comprised of members of the community or surrounding communities as regulated by the *Planning Enabling Act*, Public Act 33 of 2008, as amended, MCL 125.3801 *et seq.*

SECTION 4. The Chairperson and all officers of the Planning Commission shall hold the same titles on the DDA. The Planning Commission and DDA shall hold at least one regular meeting in each quarter of the year or special meeting as needed. It shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions, findings, and determinations, which record shall be a public record. All meetings shall be noticed and recorded in accordance with the *Open Meetings Act*, Public Act No. 267 of 1976, as amended.

SECTION 5. Members of the DDA shall serve without compensation, but may be reimbursed for actual and necessary expenses in an amount and manner as proscribed by the Village Council. Members of the Planning Commission shall be compensated as outlined by resolution of the Village Council.

SECTION 6. The DDA shall have such powers and duties as are granted to the Village DDA by the statues of the State of Michigan and any Ordinance of the Village including, but not limited to, those powers and duties provided in the Recodified Tax Increment Financing Act, Act 57 of 2018, being MCL 125.4101 *et seq.*

SECTION 7. If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Village of Vicksburg declares that it would have passed this Ordinance and each section, subsection, clause, or phrase hereof, irrespective of the fact that any one or more section, subsections, sentences, clauses, or phrases be declared unconstitutional.

SECTION 8. That this Ordinance and the related rules, regulations, provisions, requirements, orders and matters established shall take effect immediately upon publication, except any penalty provisions which shall take effect 20 days after publication, pursuant to MCL 66.1; MSA 5.1271.

SECTION 9. Repealer – All prior Ordinances, or parts of Ordinances, in conflict with this Ordinance are repealed only to the extent necessary to give all provisions of this Ordinance full effect.

SECTION 10. Notice – Within 14 days of the adoption of this Ordinance, the Village Clerk shall transmit a copy of this Ordinance to the Michigan Secretary of State's Office of the Great Seal.

Clerk's Certification

I, Tracy L. Locey, Village Clerk of the Village of Vicksburg, certify that at a regular meeting of the Village Council held on November 4, 2019 at 7:00 p.m., at MP8 Building, 13326 N. Boulevard, Vicksburg, Michigan at which the following members were present:

Trustees: Bill Adams, Colin Bailey, Tim Frisbie, Rick Holmes, Carl Keller, Julie Merrill, and Gail Reisterer
Absent: None.

The Council enacted Ordinance #293 to become effective immediately upon publication and that the members of the Council present at the meeting voted on the adoption of the Ordinance as follows:

Motion: Frisbie
Support: Reisterer
Ayes: Adams, Bailey, Frisbie, Holmes, Keller, Merrill, and Reisterer
Nays: None.

Tracy L. Locey

Tracy L. Locey, Clerk

VILLAGE OF VICKSBURG

ORDINANCE NO. 291

AN ORDINANCE AMENDING CHAPTER 18, ARTICLE II, DIVISION 1 OF THE VILLAGE OF VICKSBURG CODE OF ORDINANCES, DOWNTOWN DEVELOPMENT

The Village of Vicksburg hereby ordains:

SECTION 1. Modifications

Section 18-31 of Chapter 18, Article II, Division 1 of the Vicksburg Code of Ordinances shall be amended in its entirety to read as follows:

Sec. 18-31. Definitions.

All words, terms and phrases, when used in this Article, shall have the meanings ascribed to them in the Recodified Tax Increment Financing Act (Act 57 of 2018)

Section 18-32 of Chapter 18, Article II, Division 1 of the Vicksburg Code of Ordinances shall be amended in its entirety to read as follows:

Sec. 18-32. Adoption of Public Act 57 of 2018 by reference.

The downtown development authority is hereby created and established pursuant to the terms and provisions of Act No. 57 of the Public Acts of Michigan of 2018, which act is adopted by reference.

Section 18-33 of Chapter 18, Article II, Division 1 of the Vicksburg Code of Ordinances shall be amended in its entirety to read as follows:

Sec. 18-33. Meanings of references in Act 57 of 2018.

Reference in Act 57 of 2018 to the term *chief elected officer* or *chief executive officer* shall mean the president of the Village.

Reference in Act 57 of 2018 to the term *chief administrative officer* shall mean the Village manager.

Reference in Act 57 of 2018 to the term *governing body of a municipality* shall mean the Village Council.

Reference in Act 57 of 2018 to the term *municipality* shall mean the Village of Vicksburg.

Section 18-35 of Chapter 18, Article II, Division 1 of the Vicksburg Code of Ordinances shall be amended in its entirety to read as follows:

Sec. 18-35. Amount of bond for director of board.

The board, which is the governing body of the Village Downtown Development Authority, may have a director, who shall be appointed by the Village president upon approval of the Village Council, and who shall serve at the pleasure of the board. A bond shall furnished by or on behalf of the Director as determined by resolution of the Village Council.

Section 18-38 of Chapter 18, Article II, Division 1 of the Vicksburg Code of Ordinances shall be added and shall read as follows:

Sec. 18-38. Planning Commission serving as DDA Board

Pursuant to the Michigan Planning Enabling Act, the planning commission shall concurrently serve as the board of the Village of Vicksburg Downtown Development Authority and shall have all authority and duties of the DDA board as set forth in Act 57 of 2018.

SECTION 2. Sections not amended.

All sections of Chapter 18, Article II, Division 1 of the Vicksburg Code of Ordinances not amended herein shall remain in full force and effect.

SECTION 3. Continuation of Downtown Development Authority.

Nothing in this Ordinance shall be interpreted as a discontinuation of the Village Downtown Development Authority. The Downtown Development Authority shall be and remain constituted in accordance with and shall have all of the powers and duties set forth in Act 57 of 2018) as amended from time to time and in this Ordinance.

SECTION 4. Severability.

If any provision of this Ordinance shall be held invalid, its invalidity shall not affect any other provision of this Ordinance that can be given effect without the invalid provision, and for this purpose the provisions of this Ordinance are declared severable.

SECTION 5. Effective date.

This Ordinance and the related rules, regulations, provisions, requirements, orders and matters established shall take effect immediately upon publication, except any penalty provisions, if any, which shall take effect twenty (20) days after publication, pursuant to MCL 66.1.

SECTION 6. Repealer.

All Ordinances or parts of Ordinances in conflict with this Ordinance are repealed only to the extent necessary to give all provisions of this Ordinance full effect.

Clerk's Certification

I, Tracy L. Locey, Village Clerk of the Village of Vicksburg, certify that at a regular meeting of the Village Council held on November 4, 2019 at 7:00 p.m., at MP8 Building, 13326 N. Boulevard, Vicksburg, Michigan at which the following members were present:

Trustees: Bill Adams, Colin Bailey, Tim Frisbie, Rick Holmes, Carl Keller, Julie Merrill, and Gail Reisterer
Absent: None.

The Council enacted Ordinance #291 to become effective immediately upon publication and that the members of the Council present at the meeting voted on the adoption of the Ordinance as follows:

Motion: Frisbie
Support: Reisterer
Ayes: Adams, Bailey, Frisbie, Holmes, Keller, Merrill, and Reisterer
Nays: None.

Tracy L. Locey
Tracy L. Locey, Clerk

ATTACHMENT 2

MEMORANDUM

To: Village of Lake Orion Council President
Copied to the Village Manager

From: Matthew Gibb, Executive Director
Dated: December 11, 2024

RE: REQUEST TO DISSOLVE THE DDA BOARD INTO THE VILLAGE PLANNING COMMISSION

The following discussion points support the on-record advice and conclusion that Councilman Lambs request to dissolve the DDA Board structure into a renewed, and expanded, Village Planning commission is unfounded and without merit. To do so would cause substantial harm in the growth and sustainability of the Village.

1. The Key Differences Between a Planning Commission and a DDA make this Impractical and will result in a Negative Approach to Economic Sustainability in Lake Orion.

Differences Purpose and Scope

- **Planning Commission**: Primarily responsible for creating and maintaining a master plan, reviewing land use, and ensuring that developments align with zoning ordinances. Its focus is regulatory and policy-driven.
- **DDA**: Focused on economic development, business promotion, and infrastructure improvements within a defined downtown district. It is an implementation body tasked with fostering growth and revitalization.

Differences in Skill Sets and Expertise

- Planning commissions are typically composed of individuals with backgrounds in urban planning, architecture, or zoning law.
- DDA boards require members who understand business development, marketing, and economic growth strategies. The two roles demand distinct expertise.

Differences in Mission and Approach

- Planning commissions adopt a long-term, regulatory perspective to ensure orderly growth.
- DDAs focus on immediate, actionable projects, such as marketing campaigns, special events, and infrastructure upgrades. The missions may occasionally align but are fundamentally different.

2. The Operational Challenges of Combining Functions Precludes the Transition.

Combining the size and directional scope of each entity results in an ongoing Conflict of Interest

- Combining the two roles can create conflicts. For example, the planning commission could be reviewing plans for developments it also financially supports as the DDA board, leading to a perception of bias or self-interest. Changes to Master Plan, Ordinance Enforcement, and other planning based regulations emanated from the Planning commission but are often challenged and debated by the DDA in support of interests outside the scope of the Planning Commission. Tax Abatements, deviations from ordinance, and PUB public benefit all present conflicting argumentative positions.

Dilution of Focus

- Planning commissions already have a full workload related to land use and zoning. Adding DDA responsibilities may dilute their ability to perform their primary regulatory functions effectively.
- The time commitment and duties of the DDA Board includes an average of three (3) regular and special meetings, sitting on sub-committees, attendance at business and community meetings, volunteer support, personal fundraising and financing of events and projects, and the multiple duties outlined in the Main Street functions detailed below.

Loss of Specialized Knowledge

- A DDA board brings together diverse stakeholders, such as business owners, property owners, and residents, ensuring the downtown district has focused, specialized attention. Replacing this with a planning commission risks losing this diversity and specialization.

3. The Legal and Structural Basis would require a Complete Reorganization and Ordinance, placing the TIF/Bond at Risk.

Statutory Distinctions

- In Michigan, DDAs are governed by the **Downtown Development Authority Act (Act 197 of 1975)**, which outlines specific roles, powers, and funding mechanisms (e.g., tax increment financing, or TIF).
- Planning commissions operate under the **Michigan Planning Enabling Act (Act 33 of 2008)**, which provides a separate legal framework. Combining the two bodies may create statutory conflicts and administrative confusion.
- The Downtown Development Authority Act, MCL 125.4201 Et. Seq. ("DDA Act"), at MCL 125.4204 states that an authority shall be under the supervision and control of a board consisting of the chief executive officer of the municipality or his or her

designee from the governing body of the municipality and not less than 8 or more than 12 members as determined by the governing body of the municipality.

"(1) Except as provided in subsections (7), (8), and (9), an authority shall be under the supervision and control of a board consisting of the chief executive officer of the municipality or his or her designee from the governing body of the municipality and not less than 8 or more than12 members as determined by the governing body of the municipality. . ." (MCL 125.4204) (Emphasis Added)

The DDA Act, at MCL 125.4201, defines a "Governing body of a municipality" to mean an elected body of a municipality having legislative powers. Here, that is the Village Council.

"(q) "Governing body of a municipality" means the elected body of a municipality having legislative powers." (MCL 125.4201) (Emphasis Added)

The DDA Act, at MCL 125.4204, later states that by ordinance the governing body of a municipality that has a population of less than 5,000 may have the municipality's planning commission created pursuant to former 1931 PA 285 or the Michigan planning enabling act, 2008 PA 33, MCL 125.3801 to 125.3885, serve as the board provided for in the DDA Act at MCL 125.4204(1).
"(8) By ordinance, the governing body of a municipality that has a population of less than 5,000 may have the municipality's planning commission created pursuant to former 1931 PA 285 or the Michigan planning enabling act, 2008 PA33, MCL 125.3801 to 125.3885, serve as the board provided for in subsection (1)." (MCL 125.4204) (Emphasis Added)

Thus, in order for a Planning Commission to serve as a board for a DDA, there are at least three requirements that must be put in place. First, the municipality must have a population of less than 5,000. Second, the "governing body" must enact an ordinance. Third, the Planning Commission must have been created pursuant to former 1931 PA 285 or the Michigan planning enabling act, 2008 PA 33 being MCL 125.3801 to 125.3885.

Funding and Accountability

- DDAs manage funds through TIF, which requires a transparent, accountable process. Planning commissions may lack the financial oversight structures necessary to manage these funds effectively and appropriately.

Community Representation

- DDA boards are typically composed of members who represent the downtown district's unique interests, such as business owners and property owners. Planning commission members are not necessarily representative of the downtown community and may not adequately address their needs.

4. The Risks and Consequences of Combining Functions Outweigh the stated Goal of the Request.

Reduced Effectiveness in Economic Development

- Without a dedicated board focusing on economic growth and revitalization, the downtown district may stagnate. Planning commissions do not have the resources or time to coordinate events, market the district, or engage businesses.

Negative Impact on Business Community

- Business owners and investors may perceive a lack of commitment to downtown development, leading to reduced investment and participation in improvement efforts.

Loss of Public Trust

- Combining the roles may appear to the public as a consolidation of power, reducing checks and balances. This could undermine trust in both the planning commission and the DDA.

5. The Village Planning Commission is neither created nor suited to Work as the Board for the Nationally Accredited Main Street Program, a vital aspect of the engagement and commitment of the Dda Board.

Collectively, the board of directors assumes legal and philosophical responsibility for the Main Street Organization's activities. It must educate, build consensus, stimulate action in the commercial district, and involve volunteers in the revitalization process. As the direction of the program evolves and creates new opportunities, the Board's role in each of these areas may change. There are, however, certain basic responsibilities that remain constant throughout the life of the organization: The board is ultimately responsible and accountable for the Main Street Organization. Although it may delegate daily management to the executive director and committees, it cannot delegate the review of the program's budget and plans or the monitoring and evaluation of the program's effectiveness. Those tasks remain board responsibilities. The board must always represent the larger view of why commercial district revitalization is crucial for the entire community.

It serves as a private-sector advocate for the Main Street Organization's interests and works to ensure the community has a comprehensive understanding of Main Street Organization's principles of revitalization. The Board is also responsible for fostering community acceptance of and involvement in the process and ensuring private-sector commitment and participation in the revitalization effort. The board must maximize volunteer involvement in the revitalization program.

Jointly, the Board is responsible for the following aspects of the program:

- Policy
- Funding and Financial Management
- Personnel
- Committee Oversight
- Planning & Doing
- Monitoring, Evaluating and Communicating Value

Expectations of Main Street Board Members **WHICH WOULD BECOME THOSE OF PLANNING COMMISSIONERS**

a. Fund raising and collecting the funds needed to operate the program. This is not the Executive Director's responsibility.
b. Supports board decisions even when he/she may disagree with the majority, OR WHEN A DECISION IS CONTRARY TO THE MISSION AND PLAN OF THE Village Master Plan or Ordinance.
c. Understands the mission of the Main Street organization and promotes its goals and activities to the community.
d. Attends and actively participates in board meetings.
e. As often as possible, attends the training programs and workshops held by the state. coordinating program and the National Main Street Center as well as any other organization providing relevant training.
f. Contributes knowledge, financial resources and labor to the Main Street organization
g. Respects the need for the Executive Director to report to only one "boss".
h. Offers opinions honestly, constructively and without reservation.
i. Delegates responsibility to project committees or to the Executive Director when appropriate.
j. Promotes unity within the organization and seeks to resolve internal conflicts.
k. Encourages orderly, systematic, and incremental implementation of the Main Street organization's transformation strategy(ies), while discouraging the board from becoming distracted by secondary issues or projects not included in the annual strategic plan.\
l. Encourages staff and other board members to express their opinions openly in board meetings.
m. Remains loyal to the Main Street organization and honors his/her commitment to it.

Alternative Solutions

1. **Streamlining Coordination**
   - Instead of merging the two entities, improve collaboration between the planning commission and the DDA by holding joint meetings or creating an enhanced liaison role.

2. **Enhancing the DDA**
    - Strengthen the existing DDA board by recruiting members with relevant expertise and ensuring its actions align with the master plan developed by the planning commission.
3. **Educating Stakeholders**
    - Provide training for both the planning commission and the DDA board to clarify their roles and responsibilities and demonstrate how they complement one another.

Conclusion

Combining the Planning Commission and the Downtown Development Authority undermines the effectiveness of both bodies. Each serves a distinct purpose, requires specialized knowledge, and operates under different legal frameworks. Instead of merging, the village council should focus on fostering collaboration and ensuring that both entities have the resources they need to fulfill their missions.

RECODIFIED TAX INCREMENT FINANCING ACT (EXCERPT)

Act 57 of 2018

125.4201 Definitions.

Sec. 201.

As used in this part:

(a) "Advance" means a transfer of funds made by a municipality to an authority or to another person on behalf of the authority in anticipation of repayment by the authority. Evidence of the intent to repay an advance includes, but is not limited to, an executed agreement to repay, provisions contained in a tax increment financing plan approved before the advance, or a resolution of the authority or the municipality.

(b) "Assessed value" means 1 of the following:

(i) For valuations made before January 1, 1995, the state equalized valuation as determined under the general property tax act, 1893 PA 206, MCL 211.1 to 211.155.

(ii) For valuations made after December 31, 1994, the taxable value as determined under section 27a of the general property tax act, 1893 PA 206, MCL 211.27a.

(c) "Authority" means a downtown development authority created under this part.

(d) "Board" means the governing body of an authority.

(e) "Business district" means an area in the downtown of a municipality zoned and used principally for business.

(f) "Captured assessed value" means the amount in any 1 year by which the current assessed value of the project area, including the assessed value of property for which specific local taxes are paid in lieu of property taxes as determined in subdivision (aa), exceeds the initial assessed value. The state tax commission shall prescribe the method for calculating captured assessed value.

(g) "Catalyst development project" means a project that is located in a municipality with a population greater than 600,000, is designated by the authority as a catalyst development project, and is expected to result in not less than $300,000,000.00 of capital investment. There must not be more than 1 catalyst development project designated within each authority.

(h) "Chief executive officer" means the mayor or city manager of a city, the president or village manager of a village, or the supervisor of a township or, if designated by the township board for purposes of this part, the township superintendent or township manager of a township.

(i) "Development area" means that area to which a development plan is applicable.

(j) "Development plan" means that information and those requirements for a development plan set forth in section 217.

(k) "Development program" means the implementation of the development plan.

(l) "Downtown district" means that part of an area in a business district that is specifically designated by ordinance of the governing body of the municipality under this part. Both of the following apply regarding a downtown district:

(i) A downtown district may include more than 1 separate and distinct geographic areas in a business district as determined by the municipality if 1 of the following requirements is met:

(A) The municipality enters into an agreement with a qualified township under section 203(7).

RECODIFIED TAX INCREMENT FINANCING ACT (EXCERPT)

Act 57 of 2018

125.4204 Board; appointment, terms, and qualifications of members; vacancy; compensation and expenses; election of chairperson; appointment as public official; oath; conducting business at public meeting; public notice; special meetings; removal of member; review; expense items and financial records; availability of writings to public; single board governing all authorities; member as resident or having interest in property; planning commission serving as board in certain municipalities; modification by interlocal agreement.

Sec. 204.

(1) Except as provided in subsections (7), (8), and (9), an authority shall be under the supervision and control of a board consisting of the chief executive officer of the municipality or his or her designee from the governing body of the municipality and not less than 8 or more than 12 members as determined by the governing body of the municipality. Members shall be appointed by the chief executive officer of the municipality, subject to approval by the governing body of the municipality. Not less than a majority of the members shall be persons having an interest in property located in the downtown district or officers, members, trustees, principals, or employees of a legal entity having an interest in property located in the downtown district. Not less than 1 of the members shall be a resident of the downtown district, if the downtown district has 100 or more persons residing within it. Of the members first appointed, an equal number of the members, as near as is practicable, shall be appointed for 1 year, 2 years, 3 years, and 4 years. A member shall hold office until the member's successor is appointed. Thereafter, each member shall serve for a term of 4 years. An appointment to fill a vacancy shall be made by the chief executive officer of the municipality for the unexpired term only. Members of the board shall serve without compensation, but shall be reimbursed for actual and necessary expenses. The chairperson of the board shall be elected by the board. The rules of procedure or the bylaws of the authority may provide that a person be appointed to the board in his or her capacity as a public official, whether appointed or elected. The rules of procedure or bylaws may also provide that the public official's term shall expire upon expiration of his or her service as a public official. In addition, the public official's membership on the board expires on his or her resignation from office as a public official.

(2) Before assuming the duties of office, a member shall qualify by taking and subscribing to the constitutional oath of office.

(3) The business which the board may perform shall be conducted at a public meeting of the board held in compliance with the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. Public notice of the time, date, and place of the meeting shall be given in the manner required by the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. The board shall adopt rules consistent with the open meetings act, 1976 PA 267, MCL 15.261 to 15.275, governing its procedure and the holding of regular meetings, subject to the approval of the governing body. Special meetings may be held if called in the manner provided in the rules of the board.

(4) Pursuant to notice and after having been given an opportunity to be heard, a member of the board may be removed for cause by the governing body. Removal of a member is subject to review by the circuit court.

(5) All expense items of the authority shall be publicized monthly and the financial records shall always be open to the public.

(6) In addition to the items and records prescribed in subsection (5), a writing prepared, owned, used, in the possession of, or retained by the board in the performance of an official function shall be made available to the public in compliance with the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

(7) By resolution of its governing body, a municipality having more than 1 authority may establish a single board to govern all authorities in the municipality. The governing body may designate the board of an existing authority as the board for all authorities or may establish by resolution a new board in the same manner as provided in subsection (1). A member of a board governing more than 1 authority may be a resident of or have an interest in property in any of the downtown districts controlled by the board in order to meet the requirements of this section.

(8) By ordinance, the governing body of a municipality that has a population of less than 5,000 may have the municipality's planning commission created pursuant to former 1931 PA 285 or the Michigan planning enabling act, 2008 PA 33, MCL 125.3801 to 125.3885, serve as the board provided for in subsection (1).

(9) If a municipality enters into an agreement with a qualified township under section 203(7), the membership of the board may be modified by the interlocal agreement described in section 203(7).

History: 2018, Act 57, Eff. Jan. 1, 2019 ;-- Am. 2019, Act 29, Imd. Eff. June 25, 2019

DOWNTOWN DEVELOPMENT AUTHORITY

§ 30.01 ESTABLISHMENT.

In recognition of the fact that it is in the best interest of the public to prevent further property value deterioration in the downtown business district of Lake Orion, to eliminate the causes of such deterioration and to promote economic growth in the downtown business district consistent with Land Use Plan guidelines, a Downtown Development Authority is hereby established pursuant to Public Act 197 of 1975, as amended, being M.C.L.A. §§ 125.1651 through 125.1657 and 125.1659 through 125.1680, to be known as the Downtown Development Authority of the Village of Lake Orion.

(Ord. 35.01, passed 8-12-85)

Cross-reference:

For development plans and tax increment financing plans adopted under this subchapter, see T.S.O. Table III

§ 30.02 ORGANIZATION.

The Authority shall be under the supervision and control of a Board consisting of the Village President and eight members appointed by the Village Council President subject to the approval of Village Council. At least five of the members shall be persons having an interest in property located in the downtown district. Of the members first appointed, two shall be appointed for one year, two for two years, two for three years, and two for four years. Thereafter, a member shall serve for a term of four years. An appointment to fill a vacancy shall be made by the Village Council President for the unexpired term only. Members of the Board shall serve without compensation, but shall be reimbursed for actual and necessary expenses. The Chairperson of the Board shall be elected by the Board.

(Ord. 35.01, passed 8-12-85)

§ 30.03 DUTIES.

The Downtown Development Authority as herein created shall be charged with the following duties:

(A) Prepare an analysis of economic changes taking place in the downtown district.

(B) Study and analyze the impact of a maturing community upon the downtown district.

(C) Plan and propose the construction, the renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of a public facility, an existing building, or a multiple-family dwelling unit which may be necessary or appropriate to the execution of a plan which, in the opinion of the Board, aids in the economic growth of the downtown district.

(D) Develop long-range plans, in cooperation with the Village Planning Commission, designed to prevent the deterioration of property values in the downtown district, and take such steps as may be necessary to persuade property owners to implement the plans to the fullest extent possible.

(E) Implement any plan of development in the downtown district necessary to achieve the purposes of this subchapter, in accordance with the powers of the authority as granted by this subchapter.

(F) Make and enter into contracts necessary or incidental to the exercise of its powers and the performance of its duties.

(G) Acquire by purchase or otherwise, on terms and conditions and in a manner the Authority deems proper, or own, convey, or otherwise dispose of, or lease as lessor lessee, land and other property, real or personal, or rights or interests therein, which the Authority determines is necessary to achieve the purposes of this chapter, and to grant or acquire licenses, easements, and options with respect thereto.

(H) Improve land and construct, reconstruct, rehabilitate, restore and preserve, equip, improve, maintain, repair, and operate any building, including multiple-family dwellings, and any necessary or desirable appurtenances thereto, within the downtown district for the use, in whole or in part, of any public or private person or corporation, or a combination thereof.

(I) Fix, charge, and collect fees, rents, and charges for the use of any buildings or property under its control or any part thereof, payment of revenue bonds issued by the Authority.

(J) Lease any building or property under its control, or any part thereof.

(K) Accept grants and donations of property, labor, or other things of value from a public or private source.

(L) Acquire and construct public facilities.

(Ord. 35.01, passed 8-12-85)

§ 30.04 FINANCING.

The activities of the Authority shall be financed from one or more of the following sources:

(A) Donations to the Authority for the performance of its functions.

(B) Proceeds of a tax imposed pursuant to Section 12 of Public Act 197 of 1975, being M.C.L.A. § 125.1662. However, the Board shall not request that the Village Council authorize such a tax without first holding a Public Hearing, following the sending of a notice to every property owner in the district.

(C) Monies borrowed and to be repaid as authorized by Section 13 of Public Act 197 of 1975, being M.C.L.A. § 125.1663.

(D) Revenues from any property, building, or facility owned, leased, licensed or operated by the Authority or under its control, subject to the limitations imposed upon the Authority by trusts or other agreements.

(E) Proceeds of a tax increment financing plan, established under Sections 14 through 16 of Public Act 197 of 1975, being M.C.L.A. §§ 125.1664 through 125.1666.

(F) Monies obtained from other sources approved by the Village Council.

(G) Monies received by the Authority and not covered under division (A) shall be immediately deposited to the credit of the Authority, subject to disbursement pursuant to Public Act 197 of 1975. Except as provided in Public Act 197 of 1975, the village shall not obligate itself, nor shall it ever be obligated to pay any sums from public monies, other than monies received by the village pursuant to this section, for or on account of the activities of the Authority.

(Ord. 35.01, passed 8-12-85)

§ 30.05 DEVELOPMENT PLANS.

When the Board decides to finance a project in the downtown district by the use of revenue bonds as authorized in Section 13 or tax increment financing as authorized in Sections 14 through 16 of Public Act 197 of 1975, as amended, being M.C.L.A. §§ 125.1664 through 125.1666, it shall prepare a development plan. The development plan shall contain:

(A) The designation of boundaries of the development area in relation to highways, st streams, or otherwise.

(B) The location and extent of existing streets and other public facilities within the development area and shall designate the location, character, and extent of the categories of public and private land uses then existing and proposed for the development area, including residential, recreational, commercial, industrial, educational, and other uses and shall include a legal description of the development area.

(C) A description of existing improvements in the development area to be demolished, repaired, or altered, a description of any repairs and alterations, and an estimate of the time required for completion.

(D) The location of existing improvements in the development area.

(E) A statement of the construction or stages of construction planned, and the estimated time of completion of each stage.

(F) Description of any parts of the development area to be left as open space and the use contemplated for the space.

(G) A description of any portions of the development area that the Authority desires to sell, donate, exchange, or lease to or from the municipality and the proposed terms.

(H) A description of any desired zoning changes and changes in streets, street levels, intersections, and utilities.

(I) An estimate of the cost of the development, a statement of the proposed method of financing the development and the ability of the Authority to arrange the financing.

(J) Designation of the person or persons, natural or corporate, to whom all or a portion of the development is to be leased, sold, or conveyed in any manner and for whose benefit the project is being undertaken if that information is available to the Authority.

(K) The procedures for bidding for the leasing, purchasing, or conveying in any manner of all or a portion of the development upon its completion, if there is no express or implied agreement between the Authority and persons, natural or corporate, that all or a portion of the development will be leased, sold or conveyed in any manner to those persons.

(L) A plan for compliance with Public Act 227 of 1972, being M.C.L.A. §§ 213.321 through 213.332.

(M) Other material that the Authority, local public agency, or governing body deems pertinent.

(Ord. 35.01, passed 8-12-85)

§ 30.06 GOVERNING PROCEDURES.

The Downtown Development Authority of the Village of Lake Orion shall have all the power and duties prescribed by Public Act 197 of 1975, as amended, being M.C.L.A. §§ 125.1651 through 125.1657 and 125.1659 through 125.1680. Any questions of interpretation of the powers and duties and responsibilities of the Authority shall be resolved by reference to Public Act 197 of 1975, as amended. The Authority shall provide the Village Council and Planning Commission with all reports and studies regulating the information and implementation of project development plans. The Authority shall submit the proposed development plan to the Village Planning Commission for review and recommendation to the Village Council prior to the hearing specified in Section 18 of Public Act 197 of 1975, being M.C.L.A. § 125.1668.

(Ord. 35.01, passed 8-12-85)

§ 30.07 BOUNDARIES.

The Authority shall exercise its powers within the following described area:

Land lying in the southwest 1/4 of section 1, T. 4 N. R. 10 E., the southeast 1/4 of section 2, T. 4 N. R. 10 E. the northeast 1/4 of section 11, T. 4 N. R. 10 E., and the northwest 1/4 of section 12, T. 4 N. R. 10 E., the village, Oakland County, Michigan, and more particularly described as beginning at the east 1/4 corner of said section 11; thence north along the east line of said section 11 to the southerly line of Atwater Street; thence easterly along the southerly line of Atwater Street as recorded in Perry's and Axford's addition to the Village of Orion as recorded in Liber 1, Page 47 of Plats, Oakland County Records and William Winters Subdivision as recorded in Liber 25, Page 21 of Oakland County Records to the southwesterly line of Orion Road; thence northwesterly along the southwesterly line of said Orion Road as recorded in said William Winters Subdivision and said Perry's and Axford's Addition to the intersection of the south line of Flint Street of said Perry's and Axford's Addition; thence northeasterly to the southeast corner of Lot 29 of Assessors Plat No. 1 as recorded in Liber 53, Page 52, Oakland county Records; thence northerly along the east line of said Assessor's Plat No. 1 to the northeast corner of Lot 19 of said plat; thence westerly along the northerly line of said Assessor's Plat No. 1 to the northwest corner of Lot 18 of said plat; thence southerly along the westerly line of Lot 18 of said Assessor's Plat No. 1 to a point that is 46.53 ft. southerly of the northeast corner of Lot 17 of said Assessor's Plat No. 1; thence southerly to a point on the northerly line of Jackson st., said point being 94.9 ft. easterly of the southwest corner of said Lot 17; thence southerly to the southwest corner of Jackson St. and Florence St. as recorded in Perrysburgh, a subdivision recorded in Liber 1, Page 36 of Plats, Oakland County Records; thence southerly along the westerly line of Florence St. as recorded in said Perrysburgh subdivision to the northwest corner of Florence and Flint St. as recorded in said subdivision; thence westerly along the northerly line of said Flint St. to the northeast corner of Flint St. and Washington St. of said subdivision; thence northerly along the easterly line of Washington St. as recorded in said Perrysburgh Subdivision to the extension of the north lines of Lots 5, 6 and 7, Block 11 of Hemmingway's Plat as recorded in Liber 1, Page 34 of Plats, Oakland County Records; thence westerly along the northerly line of Lots 5, 6, 7, and 8 of Blocks 11, 12, 13 and 14 of said Hemmingway's Plat to the easterly line of Lapeer St. of said subdivision; thence northerly along the easterly line of Lapeer St. of said subdivision and Supervisor's Plat No. 8 as recorded to Liber 14, Page 58 of Oakland County Records to the southeast corner of Lapeer St. and Elizabeth St., thence northerly to a point on the northeasterly side of Elizabeth St., said point being on the extension of the said easterly line of Lapeer St.; thence northwesterly along the northeasterly line of said Elizabeth St. to the east and west 1/4 line of said Section 2; thence westerly along said east and west 1/4 line to the west line of Axford Avenue in Plat of Axford's Addition recorded in Liber 4, Page 21 of Oakland County Records; thence southerly along the said westerly line of Axford Avenue to the south line of Church St. as recorded in said Axford's Addition; thence easterly along the said southerly line of Church Street to the southwest corner of Church and Andrews Avenue; thence southerly along the westerly line of said Andrews Avenue to the extension of the south line of Shadbolt St. In S. Andrews Addition as recorded in Liber 1, Page 40, of Oakland County Records; thence easterly along the southerly line of said Shadbolt St. to the southwest corner of Shadbolt and Beebe St.; thence southerly along the westerly line of said Beebe St. to a point, said point being the intersection of the south line of Flint St. and the westerly line of Beebe St. extended; thence easterly along the southerly line of said Flint St. to the northeast corner of a parcel of land identified as Andrews reservation as shown on said Andrews Addition; thence southerly in part along the easterly line of said Andrews Reservation and the westerly line of Supervisor's Plat No. 6 as recorded in Liber 34, Page 48 of Oakland County Records to the southwest corner of said Supervisor's Plat No. 6; thence southeasterly to the northwest corner of Lot 4 as shown in Assessor's replat of Decker's Addition to the Village of Orion and part of Canandaigua City as recorded in Liber 52, Page 17 of Oakland County Records; thence along the westerly line of Lots 4, 5, 6, 7, 9 and 10 of said replat to the southwest corner of Lot 10 of said replat; thence along the northerly and westerly and southerly lines of Lots 14, 17, 18, 19, 20, 22 and 23 of said replat to the south corner of said Lot 23; thence southerly to the northwest corner of Lot 24 of said replat; thence southerly along the westerly line of Lots 24, 29, 44, 47, 48 49, 50, 52 and 53 of said replat to the southwest corner of Lot 53; thence easterly along the southerly line of said Assessor's re said east 1/4 corner of Section 11, the Point of Beginning.

(Ord. 35.01, passed 8-12-85)

Village of Lake Orion
EST 1859

COUNCIL ACTION SUMMARY SHEET

MEETING DATE: August 24, 2026

TOPIC FY 2026-27 Budget Amendment – 2026 Sidewalk Improvement Program District #2 Bulletin #1 Scope of Work

BACKGROUND BRIEF:

Council is scheduled to consider approving an amendment to the FY 2026-27 Budget to increase the appropriation to the 2026 Sidewalk Improvement Project construction account to provide the necessary funds for the Bulletin #1 additional scope of work approved by Council at its July 27, 2026, meeting.

SUMMARY OF PREVIOUS COUNCIL ACTION:

07/27/2026 – Council approved the 2026 Sidewalk Improvement Project (SWIP) District #2 Bulletin #1 as presented and recommended by the Village Engineer, which adds the uncompleted 2025 sidewalk repair work to the 2026 contract with Italia Construction in the amount of $2,633.28, and to authorize the Village Manager to execute all necessary documents relating to this contract change.

FINANCIAL IMPACT:

If approved, the budget amendment would provide a supplemental appropriation of $2,634 to the FY 2026-27 Budget Account No. 410-260-940-002 – Sidewalk Improvement Fund – District #2 Sidewalk Repair

RECOMMENDED MOTION:

To approve FY 2026-27 Budget Adjustment #BA-2027-410-02 as presented to provide a supplemental appropriation for the 2026 Sidewalk Improvement District #2 Project Bulletin #1 additional scope of work in the amount of $2,634 to increase the appropriation from $43,412 to $46,046.

VILLAGE OF LAKE ORION, MICHIGAN

BUDGET ADJUSTMENT WORKSHEET

FISCAL YEAR: 2026-27
FUND: Sidewalk Improvement
DEPT: Various
REQUESTED BY: D McClary
DATE: 8/20/2026
AMENDMENT # BA-2027-410-02

ACCT #	ACCT NAME	ADOPTED	AMENDED	REVENUE CHANGE	EXPENDITURE CHANGE	NEW AMENDED BUDGET	REASON
410-260-940-002	District 2 Sidewalk Repair	22,804	43,412		2,634	46,046	Supplemental appropriation for Bulletin #1 additional scope of work
NET CHANGE IN BUDGET:				0	2,634		

Approved by Village Manager: ____________________ Date: 08/20/2026

Approved by Village Council: ____________________ Date: __________