



AGENDA

REGULAR MEETING OF THE VILLAGE COUNCIL

Monday, February 10, 2025

7:30 PM

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

(248) 693-8391 ext. 102

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

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

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

7. **Consent Agenda**

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

- A. Budget Amendment- Sanitary Sewer Capital Improvement Fund (490)
- B. Budget Amendment- Local Streets (203)
- C. Approve Budget Amendment BA-2025-101-721-02 – Supplemental Appropriation for Phase III Village Property Inventory & Mapping Project
- D. Receive and File Correspondence from Cory Johnston dated January 26, 2025, regarding Public Comment on Sidewalks Agenda Item 10.D.
- E. Receive and File January 2025 Police Department Activity Report

- F. Receive and File Financial Statements- January 2025
- G. Receive and file Invoice Distribution Report for February 11, 2025
- H. Receive and File of Planning Commission Regular Meeting Minutes of January 6, 2025
- I. Receive and File DDA Special Meeting Minutes of December 2, 2024
- J. Receive and File DDA Informational Meeting Minutes of December 17, 2024
- K. Receive and File DDA Regular Meeting Minutes of December 17, 2024
- L. Receive and File Village of Lake Orion Sewage Disposal System Financial Report – FY 2024 Quarter 4 (October 1, 2023 to September 30, 2024)
- M. Approve Disposal of DPW Vehicles and equipment

8. Items Removed from the Consent Agenda

9. Public Hearings

- A. Public Hearing on Need for 2025 Sidewalk Improvements – District #1

10. Other Items

- A. Adopt FY 2024-25 through FY 2029-30 Capital Improvement Plan
- B. GOGov Permitting and Licensing Software
- C. Appointments to Board of Ethics
- D. Request to Combine DDA Board of Directors with Planning Commission
- E. Agreement for Downtown Seasonal Sidewalk and Parking Lot Snow Removal and Treatment

11. Call to the Public

12. Council Comments

13. Village Manager Comments

14. Closed Session Items

15. Business From Closed Session

16. Adjournment

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the Village, at least three (3) business days in advance of the meeting, if requesting

accommodations. The Village of Lake Orion will provide foreign language or hearing impaired interpretation services for those individuals who contact the village to request such services at least seven (7) days prior to the meeting.

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



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC Budget Amendment- Sanitary Sewer Capital Improvement Fund (490) & Water and Sewer (592)

BACKGROUND BRIEF: Administration is seeking Council approval for budget amendments BA-2025-490-01 and BA-2025-592-03 to account for the proceeds from the sale of Sanitary Sewer Bonds. These amendments also include the awarded grant funding and the related expenses incurred for the bond issuance.

RECOMMENDED MOTION: Approve budget amendment BA-2025-490-01 and BA-2025-592-03, for the Sanitary Sewer Bond proceeds and associated issuance expenses, as presented by the administration.

VILLAGE OF LAKE ORION, MICHIGAN
BUDGET ADJUSTMENT WORKSHEET

FISCAL YEAR: 2024-25
FUND: Water & Sewer
DEPT: Various
REQUESTED BY: D McClary
DATE: 2/7/2025
AMENDMENT # BA-2025-592-03

ACCT #	ACCT NAME	ADOPTED	AMENDED	REVENUE CHANGE	EXPENDITURE CHANGE	NEW AMENDED BUDGET	REASON
592-000-404-002	2024 Sewer Revenue Bonds	0	1,313,000	(1,313,000)		0	Correction - accounted for in new fund
592-000-547-000	State Grant	100,000	100,000	(100,000)		0	Correction - accounted for in new fund
592-000-548-000	Federal Grant	0	1,850,000	(1,850,000)		0	Correction - accounted for in new fund
592-548-975-001	Capital Improvements - SAW	0	3,498,000		(3,492,197)	5,803	Correction - accounted for in new fund
592-548-965-490	Transfers Out - Sewer Construction Fund	0	0		335,127	335,127	Transfer out ARPA SLFRF grant funding to construction fund for Sewer Pump Stations Project
NET CHANGE IN BUDGET:				(3,263,000)	(3,157,070)		

Approved by Village Manager: _____ Date: _____

Approved by Village Council: _____ Date: _____

VILLAGE OF LAKE ORION, MICHIGAN
BUDGET ADJUSTMENT WORKSHEET

FISCAL YEAR: 2024-25
FUND: Sewer Capital Improvement
DEPT: Various
REQUESTED BY: D. McClary
DATE: 2/6/2025
AMENDMENT # BA-2025-490-01

ACCT #	ACCT NAME	ADOPTED	AMENDED	REVENUE CHANGE	EXPENDITURE CHANGE	NEW AMENDED BUDGET	REASON
490-000-696-000	Proceeds from Sale of Bonds	0	0	3,794,489		3,794,489	Sale of Bonds for Phase I Sanitary Sewer Pump Stations Project
490-000-528-300	Grants - Federal	0	0	1,750,000		1,750,000	2024 Congressional Community Projects EPA Grant
490-000-528-000	Grants - Other	0	0	100,000		100,000	Oakland County ARPA Critical Infrastructure Grant
490-000-084-592	Transfers In - Water & Sewer Fund	0	0	335,127		335,127	Transfer in ARPA SLFRA grant funding for sewer pump stations project
490-548-801-000	Contractual Services	0	0		85,285	85,285	Appropriation for Bond Issuance Expenses
490-548-975-001	Capital Outlay - Pump Stations Phase I	0	0		3,498,000	3,498,000	Appropriation for Phase I Sanitary Sewer Pump Stations Project
NET CHANGE IN BUDGET:				5,979,616	3,583,285		

Approved by Village Manager: _____ Date: _____

Approved by Village Council: _____ Date: _____



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC Budget Amendment- Local Streets (203)

BACKGROUND BRIEF: Administration is requesting council approval for budget amendment BA-2025-203-002 for the Local Streets Fund, as attached. This amendment transfers \$10,000 from Interfund Transfer (203-000-699-202) to Contract Services (203-260-801-000) to cover monthly invoice costs from Nowak and Fraus for completing the Engineering and Design Standards, as approved by the council on October 23, 2023.

RECOMMENDED MOTION: Approve budget amendment BA-2025-203-002 for \$10,000, as presented by the administration.


VILLAGE OF LAKE ORION, MICHIGAN

BUDGET ADJUSTMENT WORKSHEET

FISCAL YEAR: 2024-2025
 FUND: 203-LOCAL STREETS
 DEPT: 260-GENERAL ACT
 REQUESTED BY: STOUTS
 DATE: 1/29/2025
 AMENDMENT # BA-2025-203-02

ACCT #	ACCT NAME	ADOPTED	AMENDED	REVENUE CHANGE	EXPENDITURE CHANGE	NEW AMENDED BUDGET	REASON
203-000-699-202	Interfund Transfer In		68,000	10,000		78,000	
203-260-801-000	Contractual Services		6,000		10,000	16,000	

NET CHANGE IN BUDGET:				10,000	10,000		
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Approved by Village Manager:  Date: 02/06/2025
 Approved by Village Council: _____ Date: _____



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC Approve Budget Amendment BA-2025-101-721-02 – Supplemental Appropriation for Phase III Village Property Inventory & Mapping Project

BACKGROUND BRIEF:

Administration is requesting that Village Council approve Budget Amendment BA-2025-101-721-02 to provide for a supplemental appropriation for McKenna to complete the Phase III work on the Village Property Inventory & Mapping Project.

SUMMARY OF PREVIOUS COUNCIL ACTION:

01/27/2025 – Council authorized the completion of the Phase III work for the Village Property Inventory & Mapping Project in accordance with McKenna’s proposal dated January 21, 2025.

FINANCIAL IMPACT:

The cost of the Phase III work for the Village Property Inventory and Mapping Project will be \$15,700.00.

RECOMMENDED MOTION:

To approve Budget Amendment BA-2025-101-721-02 to provide a supplemental appropriation for the completion of the Phase III work associated with the Village Property Inventory and Mapping Project in accordance with McKenna’s proposal for professional services dated January 21, 2025.


VILLAGE OF LAKE ORION, MICHIGAN

BUDGET ADJUSTMENT WORKSHEET

FISCAL YEAR: 2024-25
 FUND: General
 DEPT: Planning & Zoning
 REQUESTED BY: D McClary
 DATE: 2/5/2025
 AMENDMENT # BA-2025-101-721-02

ACCT #	ACCT NAME	ADOPTED	AMENDED	REVENUE CHANGE	EXPENDITURE CHANGE	NEW AMENDED BUDGET	REASON
101-721-832-001	Planner-Other Services	4,000	10,300		15,700	26,000	Supplemental appropriation for Phase III Village Property Inventory & Mapping Project

NET CHANGE IN BUDGET: 0 15,700

Approved by Village Manager:  Date: 02/05/2025
 Approved by Village Council: _____ Date: _____



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC Receive and File Correspondence from Cory Johnston dated January 26, 2025, regarding Public Comment on Sidewalks Agenda Item 10.D.

BACKGROUND BRIEF:

Administration is requesting that Village Council receive and file the correspondence from Cory Johnston dated January 26, 2025, regarding public comment on sidewalks agenda item 10.D.

Council received a hard copy of this correspondence at its January 27, 2025, regular meeting.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

To receive and file the correspondence from Cory Johnston dated January 26, 2025, regarding public comment on sidewalks agenda item 10.D.

Darwin McClary

From: Cory Johnston <cory@johnstondesign.org>
Sent: Sunday, January 26, 2025 8:54 PM
To: Teresa Rutt; Stan Ford; Michael Lamb; n moshier; c cyrowski
Cc: Darwin McClary; Sonja Stout
Subject: Public Comment on Sidewalks Agenda Item 10.D.

Multiple special meetings and my moving out of the Village have put me somewhat behind on what is happening, so these comments are regrettably a bit late. Please accept these as public comments for item 10.D. of the January 27, 2025 Village Council meeting.

The sidewalk standards cited in the information for this meeting are incomplete and do not comply with governing ADA criteria. No justification is provided for using a ¾” and ½” differential versus the ADA criteria. There is no mention of slope and cross slope requirements, or that some sidewalks have very steep slopes on one side that would send someone into the street if they fell.

The information states the Village will pay for work at crosswalk ramps, so it is recognized that these are part of public safety paid for by public taxes, while the remainder of the sidewalk is for some unknown reason treated differently.

These conflicting and contradictory criteria open the Village to both state and federal lawsuits by anyone, whether injured or not, especially when the standards presented are arbitrary and inconsistently imposed.

The Village and DDA often claim walkability as a value and asset of the Village and yet little is done to improve the overall walkability. I could find nothing in the information provided that addressed the numerous locations where vegetation encroaches over the sidewalk and reduces the available walking area. There is little sense in spending a lot of money on a sidewalk that can't be walked on.

Property owners are required to pay the full cost of sidewalk work, but it appears that cost is controlled by the Village, not the client who has little or no say over what the Village may charge them. In addition, it seems streets are paid for by the Village through public taxes while sidewalks are not, other than ramps at crosswalks. This sets a priority that streets have a higher public priority and safety concern than sidewalks even though it is very possible that sidewalks are used more by the local taxpaying public than the streets which are often used by people simply driving through while sidewalks pose a higher risk to residents and visitors who pay no local taxes or sidewalk assessments. This hardly seems fair and equitable to have arbitrarily different standards for different modes of transportation. Public streets and sidewalks are all on public property and therefore a public responsibility.

The downtown area is highly subsidized by tax dollars already through the DDA and those property owners are not held to the same standard as everyone else since the DDA contracts to maintain a few of the downtown sidewalks (see January 21, 2025 DDA meeting information) while other sidewalks in the DDA tax district receive no such benefit. This hardly seems fair and equitable when properties in one location are treated differently than others. This contradicts the stated Sidewalk Maintenance Responsibility policy.

Doing only the minimum required, or less, will not make the Village of Lake Orion a better or better place to live or visit. For the sake of the public and public health, safety, and welfare, please consider doing better than what is being proposed.

Cory Johnston
 826 Corners Court

Orion, Michigan

Section 7, Item D.

I do not have official emails for councilmembers Dandalides and Comparoni so have sent this through the Village website links.



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC Receive and File January 2025 Police Department Activity Report

BACKGROUND BRIEF:

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

RECOMMENDED MOTION:

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

CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item E.



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

Month: January

Year: 2025

CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item E.

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

CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item E.

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

CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item E.

CLASS	Description	Jan/2025	Jan/2024	% CHG	YTD 2025	YTD 2024	% CHG	ADULT		JUV		Total	
								Jan/2025	YTD	Jan/2024	YTD	Jan	YTD
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%	0	0	0%	0	0	0	0	0	0
30004	ORGANIZED RETAIL FRAUD	0	0	0%	0	0	0%	0	0	0	0	0	0
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	0	0	0%	0	0	0%	0	0	0	0	0	0
35002	NARCOTIC EQUIPMENT VIOLATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
36001	SEXUAL PENETRATION NONFORCIBLE - BLOOD/AFFINITY	0	0	0%	0	0	0%	0	0	0	0	0	0
36002	SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
37000	OBSCENITY	0	0	0%	0	0	0%	0	0	0	0	0	0
39001	GAMBLING- BETTING/WAGERING	0	0	0%	0	0	0%	0	0	0	0	0	0
39002	GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	0%	0	0	0%	0	0	0	0	0	0
39003	GAMBLING -EQUIPMENT VIOLATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
39004	GAMBLING -SPORTS TAMPERING	0	0	0%	0	0	0%	0	0	0	0	0	0
40001	COMMERCIALIZED SEX -PROSTITUTION	0	0	0%	0	0	0%	0	0	0	0	0	0
40002	COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%	0	0	0%	0	0	0	0	0	0
40003	HUMAN TRAFFICKING - PURCHASING PROSTITUTION	0	0	0%	0	0	0%	0	0	0	0	0	0
51000	BRIBERY	0	0	0%	0	0	0%	0	0	0	0	0	0
52001	WEAPONS OFFENSE- CONCEALED	0	0	0%	0	0	0%	0	0	0	0	0	0
52002	WEAPONS OFFENSE -EXPLOSIVES	0	0	0%	0	0	0%	0	0	0	0	0	0
52003	WEAPONS OFFENSE -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
64001	HUMAN TRAFFICKING - COMMERCIAL SEX ACTS	0	0	0%	0	0	0%	0	0	0	0	0	0
64002	HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE	0	0	0%	0	0	0%	0	0	0	0	0	0
72000	ANIMAL CRUELTY	0	0	0%	0	0	0%	0	0	0	0	0	0
Group A Totals		5	2	150%	5	2	150%	0	0	0	0	0	0
01000	SOVEREIGNTY	0	0	0%	0	0	0%	0	0	0	0	0	0
02000	MILITARY	0	0	0%	0	0	0%	0	0	0	0	0	0
03000	IMMIGRATION	0	0	0%	0	0	0%	0	0	0	0	0	0
09003	NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	0%	0	0	0%	0	0	0	0	0	0
14000	ABORTION	0	0	0%	0	0	0%	0	0	0	0	0	0

CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item E.

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

CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item E.

CLASS	Description	Jan/2025	Jan/2024	% CHG	YTD 2025	YTD 2024	% CHG	ADULT		JUV		Total	
								Jan/2025	YTD	Jan/2024	YTD	Jan	YTD
70000	JUVENILE RUNAWAY	0	0	0%	0	0	0%	0	0	0	0	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	0	0%	0	0	0%	0	0	0	0	0	0
75000	SOLICITATION	0	0	0%	0	0	0%	0	0	0	0	0	0
77000	CONSPIRACY (ALL CRIMES)	0	0	0%	0	0	0%	0	0	0	0	0	0
Group B Totals		2	0	0%	2	0	0%	1	1	0	0	1	1
2800	JUVENILE OFFENSES AND COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	7	1	600%	7	1	600%	2	2	0	0	2	2
3000	WARRANTS	0	0	0%	0	0	0%	0	0	0	0	0	0
3100	TRAFFIC CRASHES	11	17	-35.2%	11	17	-35.2%	0	0	0	0	0	0
3200	SICK / INJURY COMPLAINT	9	8	12.5%	9	8	12.5%	0	0	0	0	0	0
3300	MISCELLANEOUS COMPLAINTS	96	91	5.494%	96	91	5.494%	0	0	0	0	0	0
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%	0	0	0%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	120	112	7.142%	120	112	7.142%	0	0	0	0	0	0
3600	SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	0%	0	0	0%	0	0	0	0	0	0
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	16	94	-82.9%	16	94	-82.9%	0	0	0	0	0	0
3800	ANIMAL COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
3900	ALARMS	13	12	8.333%	13	12	8.333%	0	0	0	0	0	0
	SICK / INJURY COMPLAINT	0	0	0%	0	0	0%	0	0	0	0	0	0
	NON - CRIMINAL COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
	TRAFFIC CRASHES	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS TRAFFIC COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
	ALARMS	0	0	0%	0	0	0%	0	0	0	0	0	0
	ANIMAL COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
	TRAFFIC OFFENSES	0	0	0%	0	0	0%	0	0	0	0	0	0
Group C Totals		272	335	-18.8%	272	335	-18.8%	2	2	0	0	2	2
2700	LOCAL ORDINANCES - GENERIC	0	0	0%	0	0	0%	0	0	0	0	0	0
2700	LOCAL ORDINANCES - GENERIC	0	0	0%	0	0	0%	0	0	0	0	0	0
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	19	1	1800%	19	1	1800%	0	0	0	0	0	0

CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item E.

CLASS	Description	Jan/2025	Jan/2024	% CHG	YTD 2025	YTD 2024	% CHG	ADULT		JUV		Total	
								Jan/2025	YTD	Jan/2024	YTD	Jan	YTD
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	4	0	0%	4	0	0%	0	0	0	0	0	0
4200	PARKING CITATIONS	8	1	700%	8	1	700%	0	0	0	0	0	0
4300	LICENSE / TITLE / REGISTRATION CITATIONS	3	0	0%	3	0	0%	0	0	0	0	0	0
4400	WATERCRAFT CITATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
4500	MISCELLANEOUS A THROUGH UUUU	0	0	0%	0	0	0%	0	0	0	0	0	0
4600	LIQUOR CITATIONS / SUMMONS	0	0	0%	0	0	0%	0	0	0	0	0	0
4700	COMMERCIAL VEHICLE CITATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
4800	LOCAL ORDINANCE WARNINGS	0	0	0%	0	0	0%	0	0	0	0	0	0
4900	TRAFFIC WARNINGS	0	0	0%	0	0	0%	0	0	0	0	0	0
	LOCAL ORDINANCES - GENERIC	0	0	0%	0	0	0%	0	0	0	0	0	0
	WATERCRAFT CITATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS A THROUGH UUUU	0	0	0%	0	0	0%	0	0	0	0	0	0
	TRAFFIC WARNINGS	0	0	0%	0	0	0%	0	0	0	0	0	0
	Group D Totals	34	2	1600%	34	2	1600%	0	0	0	0	0	0
5000	FIRE CLASSIFICATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
	FIRE CLASSIFICATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
	18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
	Group E Totals	0	0	0%	0	0	0%	0	0	0	0	0	0
6000	MISCELLANEOUS ACTIVITIES (6000)	2	0	0%	2	0	0%	0	0	0	0	0	0
6100	MISCELLANEOUS ACTIVITIES (6100)	3	0	0%	3	0	0%	0	0	0	0	0	0
6200	ARREST ASSIST	0	0	0%	0	0	0%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
6500	CRIME PREVENTION ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
6600	COURT / WARRANT ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
6700	INVESTIGATIVE ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS ACTIVITIES (6100)	0	0	0%	0	0	0%	0	0	0	0	0	0
	CANINE ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0

CLR-065 Monthly Summary Of Offenses (LO)

Section 7, Item E.

CLASS	Description	Jan/2025	Jan/2024	% CHG	YTD 2025	YTD 2024	% CHG	ADULT		JUV		Total	
								Jan/2025	YTD	Jan/2024	YTD	Jan	YTD
	MISCELLANEOUS ACTIVITIES (6000)	0	0	0%	0	0	0%	0	0	0	0	0	0
	INVESTIGATIVE ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
	COURT / WARRANT ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
	Group F Totals	5	0	0%	5	0	0%	0	0	0	0	0	0
8000	MISCELLANEOUS DEALER ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
	Group I Totals	0	0	0%	0	0	0%	0	0	0	0	0	0
	Totals for all Groups	318	339	-6.19%	318	339	-6.19%	3	3	0	0	3	3



	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Jan Total	YTD		
COMMAND STAFF																																			
Cmdr BAUER											8	2				4						2	4										19	19	
Asst Cmdr TRENZI	4																					2	4										10	10	
Sgt AIELLO	4																					2	4										10	10	
Sgt ROHRBORN																						2			8								10	10	
Sgt HAMMOND																																			
RESERVE OFFICERS																																			
Ofc CAMPO	4																	8															12	12	
Ofc DREW																																			
Ofc CHAN	4											2												10										16	16
Ofc KUCHENMEISTER	4																																4	4	
Ofc MAZZOLA																																			
Ofc MIRKU																																			
Ofc WARD																																			
Ofc WOLFF																																			
Ofc MIHACSI	4																																4	4	
Ofc SERRAIOCO			8																															8	8
Ofc STALKER	4			8													4								4								20	20	
Ofc RYAN HAMMOND										10			7			8																	25	25	
January Total																																			
January Total	28		8	8						10	8	3	7			16	8					8		26	8							137	137		



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
RESERVE COMMAND STAFF													
Cmdr BAUER	19	1											20
Asst Cmdr TRENZI	10												10
Sgt AIELLO	10												10
Sgt ROHRBORN	10												10
Sgt HAMMOND													
RESERVE OFFICERS													
Ofc CAMPO	12												12
Ofc DREW													
Ofc CHAN	16												16
Ofc KUCHENMEISTER	4												4
Ofc MAZZOLA													
Ofc MIRKU													
Ofc WARD													
Ofc WOLFF													
Ofc MIHACSI	4												4
Ofc SERRAIOCO	8												8
Ofc STALKER	20												20
Ofc RYAN HAMMOND	25												25
TOTAL RESERVE SUPPORT HOURS													
Month Total	137	2											
												YTD Total	139

Inactive

Lake Orion Police Monthly Ordinance Report

Section 7, Item E.

MONTH: January 2025					
Item:	Hammond	Ward			Total
Vehicles Checked	2	1			3
Vehicles Tagged					0
Vehicles Towed					0
Abandoned Vehicle Tickets					0
Finger Prints	1	2			3
Ticketed Ordinance Violations					0
Junk/ garbage Investigated	2	1			3
Ordinance Warnings	2				2
Tall Grass/Weeds Violations					0
Zoning Issues	3	1			4
Handicap Parking Tickets					0
Other Parking Tickets					0
Snow/ Snow Removal Violations	1				1
Property Maintenance/ Inspections					0
Sign Violations	5	3			8
Vehicle Lockouts					0
TOTAL:	16	8			24
Hours Worked	62	73			135
Hours in HUD District (CDBG)	10	12			22

Citation Details

Issue Date is in the last 1 month

Citation Totals ⓘ							
Citations Issued	Warnings Issued	Amount Due	Amount Paid	Base Citation Amount	Escalation Amount	Adjustment Amount	Total Citation Amount
1	0	\$0.00	\$20.00	\$15.00	\$0.00	\$0.00	\$20.00

Citation Listing ⓘ																
Citation Number	Issue Date	LPN & State	Violation Type	Citation Status	Amount Due	Amount Paid	Base Citation Amount	Adjustment Amount	Admin Fee	Total Citation Amount	Zone Number & Name	Issuing Officer	Officer Nickname	VIN	F	
1	76978511	2025-01-12	(MI) ERZ6336	No Parking 3am to 6am	Paid	\$0.00	\$20.00	\$15.00	\$0.00	\$5.00	\$20.00	(48360) Zone A - Downtown Streets	Shane Hockney	Badge #	1C4RJH...	F
	B089175	1/3/25	EBB043	NO PARK 3-6a		\$40							Hockney			
	B089176	1/3/25	EKF1568	NO PARK 3a-6a		\$40							Hockney			
	B089181	1/5/25	CNA 511	NO PARK 3a-6a		\$40							Hockney			
	B089178	1/4/25	ECU7005	NO PARK 3a-6a	PAID	\$40							Hockney			
	B089179	1/5/25	OYP 2349	NO PARK 3a-6a	PAID			\$15 per LT					Hockney			

Citation Number	Issue Date	LPN	Validation Type	Status	Amount Due	Amount Paid	Issuing Officer
#B09175	1/3/2025	EBB9043	no parking 3a-6a		\$40	0	Hockney
#B09176	1/3/2025	EKF1568	no parking 3a-6a		\$40	0	Hockney
#B09178	1/4/2025	ECU7005	no parking 3a-6a		\$40	0	Hockney
#B09181	1/5/2025	CNA511	no parking 3a-6a		\$40	0	Hockney
#B09179	1/5/2025	DYY2349	no parking 3a-6a		\$0	\$15 per LT	Hockney
#76978511	1/12/2025	ERZ6336	no parking 3a-6a	Paid	0	\$20	Hockney



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC Receive and File Financial Statements- January 2025

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

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

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025

% Fiscal Year Completed: 58.90

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

Section 7, Item F.

GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdg't Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
Department: 000 REVENUE						
101-000-402-000	Current Real Property Taxes	1,457,768.00	1,355,036.15	0.00	102,731.85	92.95
101-000-405-000	Property Tax - Personal	0.00	38,507.61	0.00	(38,507.61)	100.00
101-000-406-000	In Lieu of Taxes	0.00	40,715.79	0.00	(40,715.79)	100.00
101-000-412-000	Property Tax - DPPT P/Y & C/Y	0.00	0.00	0.00	0.00	0.00
101-000-439-000	State Grant-Adult Use Marijuana	50,000.00	0.00	0.00	50,000.00	0.00
101-000-441-000	Local Community Stabilization Share	1,000.00	1,430.37	0.00	(430.37)	143.04
101-000-445-000	Penalties & Interest on Taxes	3,000.00	2,620.81	0.00	379.19	87.36
101-000-460-000	Dog License Revenue	0.00	0.00	0.00	0.00	0.00
101-000-476-000	Buisness Licenses and Permits	10,000.00	5,000.00	0.00	5,000.00	50.00
101-000-528-100	Federal Grants Other - State CRLGG	0.00	0.00	0.00	0.00	0.00
101-000-528-200	Federal Grants Other - County CARES	0.00	0.00	0.00	0.00	0.00
101-000-547-000	State Grant - Other	0.00	0.00	0.00	0.00	0.00
101-000-567-000	STATE GRANTS- MRE REVENUE	0.00	0.00	0.00	0.00	0.00
101-000-574-000	State Grants- State Shared Revenue	330,000.00	116,419.00	0.00	213,581.00	35.28
101-000-574-003	State Shared Relief Assistance	0.00	0.00	0.00	0.00	0.00
101-000-576-000	METRO (Act 48) Revenue	10,000.00	0.00	0.00	10,000.00	0.00
101-000-607-000	Fees	10,000.00	9,175.00	350.00	825.00	91.75
101-000-634-000	Cemetery Opening/Closing Rev	0.00	0.00	0.00	0.00	0.00
101-000-636-000	Cemetery Foundations	0.00	0.00	0.00	0.00	0.00
101-000-640-000	Garbage Collection Fees	262,495.00	134,207.26	(8.58)	128,287.74	51.13
101-000-643-000	Cemetery Lot Sale	0.00	0.00	0.00	0.00	0.00
101-000-653-000	Park Fees	12,000.00	10,410.20	500.00	1,589.80	86.75
101-000-655-000	Boat Dock Pass Fees	20,000.00	1,425.00	0.00	18,575.00	7.13
101-000-664-000	Interest Earnings	5,000.00	13,503.25	0.00	(8,503.25)	270.07
101-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
101-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
101-000-675-000	Donations	0.00	0.00	0.00	0.00	0.00
101-000-676-248	Reimbursement - Admin Fee - DDA	70,000.00	58,333.33	17,500.00	11,666.67	83.33
101-000-676-395	Trnsf from Road Debt Fund	0.00	0.00	0.00	0.00	0.00
101-000-676-592	Reimbursement -Admin Fee - W&S	127,470.00	63,735.00	0.00	63,735.00	50.00
101-000-679-000	Reimbursements-Worker's Comp	0.00	0.00	0.00	0.00	0.00
101-000-681-000	Reimb - Insurance Claims	0.00	0.00	0.00	0.00	0.00
101-000-682-000	Reimbursement-CDBG	9,000.00	0.00	0.00	9,000.00	0.00
101-000-682-001	Reimburse - NSP	0.00	0.00	0.00	0.00	0.00
101-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
101-000-683-248	Reimbursement- DDA	0.00	0.00	0.00	0.00	0.00
101-000-689-000	Reimburse Insurance Dividends	5,000.00	6,070.00	0.00	(1,070.00)	121.40
101-000-694-000	Miscellaneous	2,500.00	7,803.33	102.89	(5,303.33)	312.13
101-000-699-202	Interfund Transfer in - Major Street	0.00	0.00	0.00	0.00	0.00
101-000-699-203	Interfund Transfer In - Local Street	0.00	0.00	0.00	0.00	0.00
101-000-699-248	Interfund Transfer In - DDA	0.00	0.00	0.00	0.00	0.00
101-000-699-592	Transfers Water Sewer	0.00	0.00	0.00	0.00	0.00
101-000-699-711	Transfers Cemetary	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		2,385,233.00	1,864,392.10	18,444.31	520,840.90	78.16
Revenues		2,385,233.00	1,864,392.10	18,444.31	520,840.90	78.16

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025
 % Fiscal Year Completed: 58.90

Section 7, Item F.

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

GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 101 VILLAGE COUNCIL						
101-101-701-000	Wages	2,500.00	703.77	0.00	1,796.23	28.15
101-101-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
101-101-715-000	Social Security	192.00	53.81	0.00	138.19	28.03
101-101-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
101-101-957-000	Education & Training	2,100.00	392.00	0.00	1,708.00	18.67
101-101-960-000	Mileage	700.00	0.00	0.00	700.00	0.00
Total Dept 101 - VILLAGE COUNCIL		5,492.00	1,149.58	0.00	4,342.42	20.93
Department: 171 VILLAGE MANAGER						
101-171-701-000	Wages	95,500.00	55,104.00	7,347.20	40,396.00	57.70
101-171-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
101-171-715-000	Social Security	7,914.00	4,557.65	612.67	3,356.35	57.59
101-171-716-000	Health Insurance- Medical	8,404.00	4,202.00	0.00	4,202.00	50.00
101-171-717-000	Life & Disability Insurance	1,077.00	625.20	85.35	451.80	58.05
101-171-718-000	Dental Insurance	0.00	0.00	0.00	0.00	0.00
101-171-719-000	Pension	23,875.00	14,481.42	2,002.18	9,393.58	60.66
101-171-721-000	Vision Care	0.00	0.00	0.00	0.00	0.00
101-171-956-000	Dues & Miscellaneous	1,650.00	1,095.75	425.00	554.25	66.41
101-171-957-000	Education & Training	4,000.00	435.00	435.00	3,565.00	10.88
101-171-960-000	Mileage	7,944.00	4,473.00	661.50	3,471.00	56.31
101-171-977-000	Capital Outlay	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 171 - VILLAGE MANAGER		151,364.00	84,974.02	11,568.90	66,389.98	56.14
Department: 215 VILLAGE CLERK						
101-215-701-000	Deputy Clerk/Treasurer	65,100.00	37,493.71	5,008.00	27,606.29	57.59
101-215-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
101-215-702-000	Wages Part Time	0.00	0.00	0.00	0.00	0.00
101-215-715-000	Social Security	5,655.00	2,868.27	383.12	2,786.73	50.72
101-215-716-000	Health Insurance- Medical	8,820.00	4,832.76	793.12	3,987.24	54.79
101-215-717-000	Life & Disability Insurance	848.00	472.94	67.43	375.06	55.77
101-215-718-000	Dental Insurance	981.00	593.27	85.22	387.73	60.48
101-215-719-000	Pension	6,510.00	3,490.43	750.08	3,019.57	53.62
101-215-721-000	Vision Care	131.00	62.65	8.95	68.35	47.82
101-215-727-000	Supplies	450.00	17.24	0.00	432.76	3.83
101-215-727-001	Election Supplies	0.00	0.00	0.00	0.00	0.00
101-215-801-000	Contractual Services	25,000.00	340.00	190.00	24,660.00	1.36
101-215-900-000	Printing and Publication	4,200.00	1,357.40	0.00	2,842.60	32.32
101-215-956-000	Dues & Miscellaneous	1,000.00	220.00	0.00	780.00	22.00
101-215-957-000	Education & Training	2,500.00	0.00	0.00	2,500.00	0.00
101-215-960-000	Mileage	500.00	358.99	0.00	141.01	71.80
101-215-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 215 - VILLAGE CLERK		121,695.00	52,107.66	7,285.92	69,587.34	42.82
Department: 228 Information Technology						
101-228-801-000	Contractual Services	87,426.00	74,885.83	2,269.60	12,540.17	85.66
101-228-931-000	Repair & Maintenance-Equipment	3,120.00	0.00	0.00	3,120.00	0.00
101-228-957-000	Education & Training	3,000.00	0.00	0.00	3,000.00	0.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdg Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 228 Information Technology						
Total Dept 228 - Information Technology		93,546.00	74,885.83	2,269.60	18,660.17	80.05
Department: 253 FINANCE TREASURY						
101-253-701-000	Clerk/Treasurer Wages	78,225.00	45,108.94	6,017.60	33,116.06	57.67
101-253-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
101-253-702-000	Wages Part Time	63,806.00	39,351.51	5,529.83	24,454.49	61.67
101-253-702-001	Overtime Wages	0.00	0.00	0.00	0.00	0.00
101-253-715-000	Social Security	10,473.00	6,461.24	883.39	4,011.76	61.69
101-253-716-000	Health Insurance- Medical	8,240.00	4,120.00	0.00	4,120.00	50.00
101-253-717-000	Life & Disability Insurance	1,214.00	729.08	96.67	484.92	60.06
101-253-718-000	Dental Insurance	1,025.00	554.17	85.22	470.83	54.07
101-253-719-000	Pension	7,855.00	4,639.31	1,108.64	3,215.69	59.06
101-253-721-000	Vision Care	131.00	62.65	8.95	68.35	47.82
101-253-801-000	Contractual Services	8,750.00	730.00	730.00	8,020.00	8.34
101-253-956-000	Dues & Miscellaneous	500.00	99.00	0.00	401.00	19.80
101-253-957-000	Education & Training	3,600.00	899.68	0.00	2,700.32	24.99
101-253-960-000	Mileage	500.00	0.00	0.00	500.00	0.00
Total Dept 253 - FINANCE TREASURY		184,319.00	102,755.58	14,460.30	81,563.42	55.75
Department: 255 COMMUNITY DEVELOPMENT						
101-255-882-000	Women's Survival	0.00	0.00	0.00	0.00	0.00
101-255-930-000	NSP - Repair and Maintenance	0.00	0.00	0.00	0.00	0.00
101-255-956-000	NSP - Miscellaneous	0.00	0.00	0.00	0.00	0.00
101-255-971-000	NSP - Property Acquisition	0.00	0.00	0.00	0.00	0.00
101-255-975-001	Sidewalks	9,000.00	0.00	0.00	9,000.00	0.00
101-255-975-002	Street Trees	0.00	0.00	0.00	0.00	0.00
101-255-975-003	Storm Drains	0.00	0.00	0.00	0.00	0.00
101-255-975-004	Meeks Park Bridge Project	0.00	0.00	0.00	0.00	0.00
Total Dept 255 - COMMUNITY DEVELOPMENT		9,000.00	0.00	0.00	9,000.00	0.00
Department: 260 GENERAL ACTIVITIES						
101-260-701-000	Wages	44,346.00	15,430.40	3,857.60	28,915.60	34.80
101-260-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
101-260-702-000	Wages Part Time	7,651.00	230.52	0.00	7,420.48	3.01
101-260-702-001	Overtime Wages	0.00	0.00	0.00	0.00	0.00
101-260-702-002	Wages Part Time Clerk	0.00	0.00	0.00	0.00	0.00
101-260-702-003	Wages-Parks	0.00	0.00	0.00	0.00	0.00
101-260-702-004	Stipends-Interns	0.00	0.00	0.00	0.00	0.00
101-260-715-000	Social Security	4,810.00	1,105.16	264.51	3,704.84	22.98
101-260-716-000	Health Insurance- Medical	10,375.00	6,492.14	2,595.42	3,882.86	62.57
101-260-716-001	Health Insurance-Retirees	13,728.00	6,937.44	900.15	6,790.56	50.53
101-260-716-002	Retiree Health 115 Trust	10,000.00	0.00	0.00	10,000.00	0.00
101-260-717-000	Life & Disability Insurance	881.00	442.08	60.94	438.92	50.18
101-260-718-000	Dental Insurance	718.00	310.21	44.56	407.79	43.20
101-260-719-000	Pension	90,610.00	39,515.96	289.32	51,094.04	43.61
101-260-721-000	Vision Care	129.00	62.65	8.95	66.35	48.57
101-260-722-000	Worker's Comp. Insurance	4,371.00	1,006.94	0.00	3,364.06	23.04
101-260-722-001	Workers Comp-Elected/Lifeguard	104.00	36.24	0.00	67.76	24.85

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 260 GENERAL ACTIVITIES						
101-260-727-000	Supplies	9,149.00	3,271.94	281.72	5,877.06	35.76
101-260-727-001	Election Supplies	0.00	0.00	0.00	0.00	0.00
101-260-727-019	OFFICE SUPPLIES-COVID	0.00	0.00	0.00	0.00	0.00
101-260-728-000	Cleaning Supplies	1,300.00	1,000.06	0.00	299.94	76.93
101-260-729-000	Postage	5,200.00	2,783.08	0.00	2,416.92	53.52
101-260-730-000	Copier Lease	7,000.00	3,295.16	508.10	3,704.84	47.07
101-260-801-000	Contractual Services	300.00	0.00	0.00	300.00	0.00
101-260-823-000	Website/Software	1,000.00	228.99	17.42	771.01	22.90
101-260-830-000	Solid Waste Collection	262,495.00	152,358.85	21,874.60	110,136.15	58.04
101-260-851-000	Telephone	9,000.00	4,152.51	563.35	4,847.49	46.14
101-260-900-000	Printing and Publication	500.00	0.00	0.00	500.00	0.00
101-260-920-000	Utilities	30,000.00	12,411.37	2,145.17	17,588.63	41.37
101-260-921-000	Municipal Street Lighting	42,000.00	24,709.29	4,125.39	17,290.71	58.83
101-260-922-000	Repair & Mtn-Lights	0.00	0.00	0.00	0.00	0.00
101-260-930-000	Repair and Maintenance	25,875.00	18,072.65	1,181.94	7,802.35	69.85
101-260-930-001	Building Renovation	60,000.00	0.00	0.00	60,000.00	0.00
101-260-931-000	Repair & Maintenance-Equipment	2,600.00	544.08	0.00	2,055.92	20.93
101-260-956-000	Dues & Miscellaneous	14,000.00	5,991.53	215.01	8,008.47	42.80
101-260-961-000	Tax Tribunal Refunds	0.00	0.00	0.00	0.00	0.00
101-260-977-000	Capital Outlay	10,700.00	7,069.76	0.00	3,630.24	66.07
Total Dept 260 - GENERAL ACTIVITIES		668,842.00	307,459.01	38,934.15	361,382.99	45.97
Department: 721 PLANNING AND ZONING						
101-721-702-000	Wages Part Time	1,100.00	130.00	0.00	970.00	11.82
101-721-715-000	Social Security	85.00	8.41	0.00	76.59	9.89
101-721-716-000	Health Insurance- Medical	0.00	0.00	0.00	0.00	0.00
101-721-717-000	Life & Disability Insurance	0.00	0.00	0.00	0.00	0.00
101-721-718-000	Dental Insurance	0.00	0.00	0.00	0.00	0.00
101-721-719-000	Pension	0.00	0.00	0.00	0.00	0.00
101-721-726-000	Supplies	200.00	0.00	0.00	200.00	0.00
101-721-801-000	Contractual Services	2,000.00	300.00	0.00	1,700.00	15.00
101-721-829-000	Planner Services	47,250.00	22,127.50	0.00	25,122.50	46.83
101-721-832-000	Planner Retainer	0.00	0.00	0.00	0.00	0.00
101-721-832-001	Planner-Other Services	10,300.00	3,800.00	0.00	6,500.00	36.89
101-721-840-000	Planner - Retainer	12,000.00	4,850.00	0.00	7,150.00	40.42
101-721-863-000	Travel Expense	0.00	0.00	0.00	0.00	0.00
101-721-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
101-721-957-000	Education & Training	4,000.00	0.00	0.00	4,000.00	0.00
101-721-960-000	Mileage	0.00	0.00	0.00	0.00	0.00
Total Dept 721 - PLANNING AND ZONING		76,935.00	31,215.91	0.00	45,719.09	40.57
Department: 751 PARKS AND RECREATION						
101-751-702-001	Overtime wages	300.00	0.00	0.00	300.00	0.00
101-751-708-000	Wages - Lifeguards	22,712.00	16,801.50	0.00	5,910.50	73.98
101-751-715-000	Social Security	1,761.00	1,285.33	0.00	475.67	72.99
101-751-726-000	Supplies	2,000.00	509.00	0.00	1,491.00	25.45
101-751-801-000	Contractual Services	3,000.00	382.31	0.00	2,617.69	12.74

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdg't Used
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
Department: 751 PARKS AND RECREATION						
101-751-806-000	Engineering	3,000.00	0.00	0.00	3,000.00	0.00
101-751-829-000	Planner Services	0.00	0.00	0.00	0.00	0.00
101-751-850-000	Telephone - Green's Park	0.00	0.00	0.00	0.00	0.00
101-751-920-000	Utilities	1,200.00	546.14	159.96	653.86	45.51
101-751-931-000	Repair/Maint - Equipment	1,000.00	155.85	0.00	844.15	15.59
101-751-932-000	Repair/Maint - Grounds	6,000.00	745.80	0.00	5,254.20	12.43
101-751-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
101-751-977-000	Capital Outlay	7,757.00	816.92	0.00	6,940.08	10.53
Total Dept 751 - PARKS AND RECREATION		48,730.00	21,242.85	159.96	27,487.15	43.59
Department: 851 INSURANCE AND BONDS						
101-851-911-000	Insurance Coverage	74,000.00	70,277.00	0.00	3,723.00	94.97
Total Dept 851 - INSURANCE AND BONDS		74,000.00	70,277.00	0.00	3,723.00	94.97
Department: 880 CONTRACT SERV - LEAGAL/ACCTING/ENGINEER						
101-880-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
101-880-805-000	Audit Fees	5,100.00	717.00	0.00	4,383.00	14.06
101-880-806-000	Engineering	10,000.00	3,525.00	768.75	6,475.00	35.25
101-880-810-000	Legal Service Retainer	0.00	0.00	0.00	0.00	0.00
101-880-811-000	Legal Services - Other	40,000.00	12,044.51	2,520.35	27,955.49	30.11
101-880-812-000	Legal Services - Labor	5,624.00	0.00	0.00	5,624.00	0.00
101-880-814-000	OPEB Valuation	4,000.00	4,000.00	0.00	0.00	100.00
Total Dept 880 - CONTRACT SERV - LEAGAL/ACCTING/ENGINEER		64,724.00	20,286.51	3,289.10	44,437.49	31.34
Department: 964 TRANSFERS OUT						
101-964-965-125	Transfers DPW	450,000.00	262,500.00	0.00	187,500.00	58.33
101-964-965-202	Transfers Major Streets	0.00	0.00	0.00	0.00	0.00
101-964-965-203	Transfer Out - Local Streets	0.00	0.00	0.00	0.00	0.00
101-964-965-207	Transfers Police	400,000.00	233,331.00	0.00	166,669.00	58.33
101-964-965-231	Transfer to Parking Fund	0.00	0.00	0.00	0.00	0.00
101-964-965-398	Transfer Out - N Shore Bridge Debt S	0.00	0.00	0.00	0.00	0.00
101-964-965-401	Transfer to Capital Imp Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 964 - TRANSFERS OUT		850,000.00	495,831.00	0.00	354,169.00	58.33
Expenditures		2,348,647.00	1,262,184.95	77,967.93	1,086,462.05	53.74
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,385,233.00	1,864,392.10	18,444.31	520,840.90	
TOTAL EXPENDITURES		2,348,647.00	1,262,184.95	77,967.93	1,086,462.05	
NET OF REVENUES & EXPENDITURES:		36,586.00	602,207.15	(59,523.62)	(565,621.15)	
BEG. FUND BALANCE		1,279,024.84	1,279,024.84			
END FUND BALANCE		1,315,610.84	1,881,231.99			

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Fund: 151 CEMETERY TRUST FUND						
Account Category: Revenues						
Department: 000 REVENUE						
151-000-643-000	Lot Sales	17,000.00	9,400.00	1,000.00	7,600.00	55.29
151-000-664-000	Interest Earned	1,000.00	1,925.28	0.00	(925.28)	192.53
151-000-664-001	Interest - Interfund Advances	0.00	2,828.75	2,828.75	(2,828.75)	100.00
151-000-694-000	Miscellaneous	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		18,000.00	14,154.03	3,828.75	3,845.97	78.63
Revenues		18,000.00	14,154.03	3,828.75	3,845.97	78.63
Account Category: Expenditures						
Department: 276 CEMETERY						
151-276-965-000	Transfer to DPW Fund	0.00	0.00	0.00	0.00	0.00
151-276-965-125	Transfer to DPW Fund	5,000.00	2,916.62	0.00	2,083.38	58.33
151-276-977-000	Capital Outlay	40,000.00	39,034.00	0.00	966.00	97.59
Total Dept 276 - CEMETERY		45,000.00	41,950.62	0.00	3,049.38	93.22
Expenditures		45,000.00	41,950.62	0.00	3,049.38	93.22
Fund 151 - CEMETERY TRUST FUND:						
TOTAL REVENUES		18,000.00	14,154.03	3,828.75	3,845.97	
TOTAL EXPENDITURES		45,000.00	41,950.62	0.00	3,049.38	
NET OF REVENUES & EXPENDITURES:		(27,000.00)	(27,796.59)	3,828.75	796.59	
BEG. FUND BALANCE		321,538.60	321,538.60			
END FUND BALANCE		294,538.60	293,742.01			

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Fund: 202 MAJOR STREET FUND						
Account Category: Revenues						
Department: 000 REVENUE						
202-000-546-000	State Grant - Highway and Streets	239,294.00	100,593.31	19,071.37	138,700.69	42.04
202-000-547-000	State Grant - Other	0.00	0.00	0.00	0.00	0.00
202-000-664-000	Interest Earnings	2,000.00	6,467.78	0.00	(4,467.78)	323.39
202-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
202-000-683-000	Reimbursements-Other	7,875.00	0.00	0.00	7,875.00	0.00
202-000-694-000	Miscellaneous	0.00	20,421.99	0.00	(20,421.99)	100.00
Total Dept 000 - REVENUE		249,169.00	127,483.08	19,071.37	121,685.92	51.16
Revenues		249,169.00	127,483.08	19,071.37	121,685.92	51.16
Account Category: Expenditures						
Department: 260 GENERAL ACTIVITIES						
202-260-722-000	Worker's Comp. Insurance	1,654.00	1,330.16	0.00	323.84	80.42
202-260-801-000	Contractual Services	10,000.00	5,887.50	0.00	4,112.50	58.88
202-260-805-000	Audit Fees	1,000.00	303.00	0.00	697.00	30.30
202-260-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
202-260-965-203	Transfer Out - Local Streets	68,000.00	39,666.69	0.00	28,333.31	58.33
Total Dept 260 - GENERAL ACTIVITIES		80,654.00	47,187.35	0.00	33,466.65	58.51
Department: 463 ROUTINE MAINTENANCE						
202-463-701-000	Wages	13,626.00	6,023.10	1,288.06	7,602.90	44.20
202-463-701-013	Overtime	1,155.00	504.64	119.52	650.36	43.69
202-463-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
202-463-715-000	Social Security	1,130.00	499.39	107.69	630.61	44.19
202-463-716-000	Health Insurance- Medical	3,200.00	1,410.02	292.17	1,789.98	44.06
202-463-717-000	Life & Disability Insurance	166.00	98.54	13.21	67.46	59.36
202-463-718-000	Dental Insurance	420.00	137.34	23.65	282.66	32.70
202-463-719-000	Pension	2,365.00	1,662.97	388.59	702.03	70.32
202-463-721-000	Vision Care	75.00	23.70	4.04	51.30	31.60
202-463-726-000	Supplies	2,000.00	96.84	0.00	1,903.16	4.84
202-463-801-000	Contractual Services	28,450.00	27,592.79	0.00	857.21	96.99
202-463-940-000	Equipment Rental	15,000.00	3,709.20	0.00	11,290.80	24.73
202-463-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 463 - ROUTINE MAINTENANCE		67,587.00	41,758.53	2,236.93	25,828.47	61.78
Department: 474 TRAFFIC SERVICES						
202-474-701-000	Wages	2,839.00	473.33	0.00	2,365.67	16.67
202-474-701-013	OVERTIME	315.00	0.00	0.00	315.00	0.00
202-474-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
202-474-715-000	Social Security	244.00	36.21	0.00	207.79	14.84
202-474-716-000	Health Insurance- Medical	1,050.00	89.40	0.00	960.60	8.51
202-474-717-000	Life & Disability Insurance	63.00	8.15	0.00	54.85	12.94
202-474-718-000	Dental Insurance	210.00	9.41	0.00	200.59	4.48
202-474-719-000	Pension	844.00	623.63	145.72	220.37	73.89
202-474-721-000	Vision Care	21.00	1.72	0.00	19.28	8.19
202-474-726-000	Supplies	6,000.00	1,121.48	0.00	4,878.52	18.69
202-474-801-000	Contractual Services	5,250.00	2,326.10	39.01	2,923.90	44.31
202-474-940-000	Equipment Rental	2,625.00	160.92	0.00	2,464.08	6.12

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025

% Fiscal Year Completed: 58.90

Section 7, Item F.

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

GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 202 MAJOR STREET FUND						
Account Category: Expenditures						
Department: 474 TRAFFIC SERVICES						
202-474-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 474 - TRAFFIC SERVICES		19,461.00	4,850.35	184.73	14,610.65	24.92
Department: 478 WINTER MAINTENANCE						
202-478-701-000	Wages	6,813.00	3,214.39	2,086.68	3,598.61	47.18
202-478-701-013	Overtime	6,615.00	1,768.37	792.29	4,846.63	26.73
202-478-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
202-478-715-000	Social Security	1,043.00	381.21	220.25	661.79	36.55
202-478-716-000	Health Insurance- Medical	2,100.00	673.73	626.42	1,426.27	32.08
202-478-717-000	Life & Disability Insurance	131.00	57.24	39.15	73.76	43.69
202-478-718-000	Dental Insurance	315.00	111.53	69.65	203.47	35.41
202-478-719-000	Pension	5,000.00	3,325.96	777.18	1,674.04	66.52
202-478-721-000	Vision Care	39.00	19.30	11.97	19.70	49.49
202-478-726-000	Supplies	13,230.00	9,007.00	0.00	4,223.00	68.08
202-478-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
202-478-940-000	Equipment Rental	6,615.00	1,698.42	0.00	4,916.58	25.68
202-478-977-000	Capital Outlay	26,820.00	0.00	0.00	26,820.00	0.00
Total Dept 478 - WINTER MAINTENANCE		68,721.00	20,257.15	4,623.59	48,463.85	29.48
Department: 875 CONSTRUCTION						
202-875-806-000	Engineering	3,308.00	0.00	0.00	3,308.00	0.00
202-875-940-000	Equipment Rental	0.00	0.00	0.00	0.00	0.00
Total Dept 875 - CONSTRUCTION		3,308.00	0.00	0.00	3,308.00	0.00
Expenditures		239,731.00	114,053.38	7,045.25	125,677.62	47.58
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		249,169.00	127,483.08	19,071.37	121,685.92	
TOTAL EXPENDITURES		239,731.00	114,053.38	7,045.25	125,677.62	
NET OF REVENUES & EXPENDITURES:		9,438.00	13,429.70	12,026.12	(3,991.70)	
BEG. FUND BALANCE		543,872.80	543,872.80			
END FUND BALANCE		553,310.80	557,302.50			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025
 % Fiscal Year Completed: 58.90

Section 7, Item F.

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdg't Used
Fund: 203 LOCAL STREET FUND						
Account Category: Revenues						
Department: 000 REVENUE						
203-000-546-000	State Grant - Highway and Streets	104,169.00	43,812.12	8,306.28	60,356.88	42.06
203-000-547-000	State Grant - Other	0.00	0.00	0.00	0.00	0.00
203-000-664-000	Interest Earnings	400.00	909.68	0.00	(509.68)	227.42
203-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
203-000-683-000	Reimbursements-Other	20,422.00	0.00	0.00	20,422.00	0.00
203-000-694-000	Miscellaneous	5,300.00	0.00	0.00	5,300.00	0.00
203-000-699-202	Interfund Transfer in - Major Street	68,000.00	39,666.69	0.00	28,333.31	58.33
Total Dept 000 - REVENUE		198,291.00	84,388.49	8,306.28	113,902.51	42.56
Revenues		198,291.00	84,388.49	8,306.28	113,902.51	42.56
Account Category: Expenditures						
Department: 260 GENERAL ACTIVITIES						
203-260-722-000	Worker's Comp. Insurance	1,345.00	1,330.16	0.00	14.84	98.90
203-260-801-000	Contractual Services	6,000.00	5,351.25	0.00	648.75	89.19
203-260-805-000	Audit Fees	970.00	231.00	0.00	739.00	23.81
203-260-965-398	Transfer Out - N Shore Bridge Debt S	0.00	0.00	0.00	0.00	0.00
Total Dept 260 - GENERAL ACTIVITIES		8,315.00	6,912.41	0.00	1,402.59	83.13
Department: 463 ROUTINE MAINTENANCE						
203-463-701-000	Wages	33,000.00	13,374.49	1,208.38	19,625.51	40.53
203-463-701-013	OVERTIME	6,064.00	597.60	119.52	5,466.40	9.85
203-463-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
203-463-715-000	Social Security	3,915.00	1,068.92	101.60	2,846.08	27.30
203-463-716-000	Health Insurance- Medical	8,085.00	3,155.29	277.20	4,929.71	39.03
203-463-717-000	Life & Disability Insurance	735.00	331.48	12.63	403.52	45.10
203-463-718-000	Dental Insurance	1,544.00	270.11	22.28	1,273.89	17.49
203-463-719-000	Pension	4,454.00	3,118.07	728.60	1,335.93	70.01
203-463-721-000	Vision Care	287.00	47.61	3.81	239.39	16.59
203-463-726-000	Supplies	1,300.00	635.89	0.00	664.11	48.91
203-463-801-000	Contractual Services	9,000.00	7,295.10	3,850.00	1,704.90	81.06
203-463-806-000	Engineering	0.00	0.00	0.00	0.00	0.00
203-463-940-000	Equipment Rental	20,000.00	9,509.51	0.00	10,490.49	47.55
203-463-977-000	Capital outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 463 - ROUTINE MAINTENANCE		88,384.00	39,404.07	6,324.02	48,979.93	44.58
Department: 474 TRAFFIC SERVICES						
203-474-701-000	Wages	5,408.00	352.11	0.00	5,055.89	6.51
203-474-701-013	Overtime	315.00	0.00	0.00	315.00	0.00
203-474-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
203-474-715-000	Social Security	439.00	26.93	0.00	412.07	6.13
203-474-716-000	Health Insurance- Medical	551.00	15.42	0.00	535.58	2.80
203-474-717-000	Life & Disability Insurance	66.00	6.40	0.00	59.60	9.70
203-474-718-000	Dental Insurance	110.00	7.27	0.00	102.73	6.61
203-474-719-000	Pension	961.00	831.47	194.29	129.53	86.52
203-474-721-000	Vision Care	17.00	1.27	0.00	15.73	7.47
203-474-726-000	Supplies	5,513.00	1,671.47	1,298.24	3,841.53	30.32
203-474-940-000	Equipment Rental	2,867.00	297.53	0.00	2,569.47	10.28

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

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Section 7, Item F.

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

GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdg't Used
Fund: 203 LOCAL STREET FUND						
Account Category: Expenditures						
Department: 474 TRAFFIC SERVICES						
Total Dept 474 - TRAFFIC SERVICES		16,247.00	3,209.87	1,492.53	13,037.13	19.76
Department: 478 WINTER MAINTENANCE						
203-478-701-000	Wages	14,763.00	4,951.86	3,361.65	9,811.14	33.54
203-478-701-013	Overtime	8,820.00	1,914.45	686.05	6,905.55	21.71
203-478-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
203-478-715-000	Social Security	1,651.00	525.31	309.63	1,125.69	31.82
203-478-716-000	Health Insurance- Medical	4,620.00	919.49	771.47	3,700.51	19.90
203-478-717-000	Life & Disability Insurance	243.00	71.28	53.64	171.72	29.33
203-478-718-000	Dental Insurance	331.00	115.74	88.56	215.26	34.97
203-478-719-000	Pension	6,095.00	3,949.55	922.90	2,145.45	64.80
203-478-721-000	Vision Care	66.00	20.22	15.38	45.78	30.64
203-478-726-000	Supplies	13,500.00	(2,906.51)	8.97	16,406.51	(21.53)
203-478-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
203-478-940-000	Equipment Rental	9,000.00	2,766.43	0.00	6,233.57	30.74
203-478-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 478 - WINTER MAINTENANCE		59,089.00	12,327.82	6,218.25	46,761.18	20.86
Department: 875 CONSTRUCTION						
203-875-726-000	Supplies	0.00	7.95	7.95	(7.95)	100.00
203-875-977-000	Capital Outlay	100,000.00	98,568.50	493.00	1,431.50	98.57
Total Dept 875 - CONSTRUCTION		100,000.00	98,576.45	500.95	1,423.55	98.58
Expenditures		272,035.00	160,430.62	14,535.75	111,604.38	58.97
Fund 203 - LOCAL STREET FUND:						
TOTAL REVENUES		198,291.00	84,388.49	8,306.28	113,902.51	
TOTAL EXPENDITURES		272,035.00	160,430.62	14,535.75	111,604.38	
NET OF REVENUES & EXPENDITURES:		(73,744.00)	(76,042.13)	(6,229.47)	2,298.13	
BEG. FUND BALANCE		131,952.74	131,952.74			
END FUND BALANCE		58,208.74	55,910.61			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

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Section 7, Item F.

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 207 POLICE FUND						
Account Category: Revenues						
Department: 000 REVENUE						
207-000-404-001	Property Tax - Police Millage	421,967.00	405,477.09	0.00	16,489.91	96.09
207-000-406-000	In Lieu of Taxes	0.00	0.00	0.00	0.00	0.00
207-000-408-000	Property Tax - PA 78 Senior & Disabl	0.00	0.00	0.00	0.00	0.00
207-000-412-000	Property Tax - DPPT P/Y & C/Y	0.00	0.00	0.00	0.00	0.00
207-000-445-000	Penalties & Interest on Taxes	0.00	0.00	0.00	0.00	0.00
207-000-451-000	Liquor License Fees	9,000.00	3,406.70	0.00	5,593.30	37.85
207-000-480-000	Services Provided - DDA	101,000.00	45,000.00	45,000.00	56,000.00	44.55
207-000-528-001	MCOLES ACADEMY GRANT	40,000.00	0.00	0.00	40,000.00	0.00
207-000-528-200	Federal Grants Other - County CARES	0.00	0.00	0.00	0.00	0.00
207-000-541-000	PA 302/32 MJTC Fund	1,000.00	798.68	0.00	201.32	79.87
207-000-564-100	PA 302 - Training	1,000.00	0.00	0.00	1,000.00	0.00
207-000-565-000	CPE LAW ENFORCEMENT	0.00	4,000.00	0.00	(4,000.00)	100.00
207-000-661-000	Parking Fines	0.00	60.00	(775.96)	(60.00)	100.00
207-000-662-000	Court Penal Fines	50,000.00	17,967.32	2,719.33	32,032.68	35.93
207-000-663-000	Drug Forfeiture	0.00	0.00	0.00	0.00	0.00
207-000-663-001	Forfeitures	0.00	0.00	0.00	0.00	0.00
207-000-664-000	Interest Earnings	1,650.00	5,296.06	0.00	(3,646.06)	320.97
207-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
207-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
207-000-674-101	Transfer from General Fund	400,000.00	233,331.00	0.00	166,669.00	58.33
207-000-683-000	Reimbursements-Other	2,500.00	0.00	0.00	2,500.00	0.00
207-000-684-000	Reimburse - OUIL	4,000.00	0.00	0.00	4,000.00	0.00
207-000-694-000	Miscellaneous Revenue	6,000.00	3,178.95	675.00	2,821.05	52.98
207-000-694-001	DRIVING WHILE LIC SUSPENDED	200.00	175.00	0.00	25.00	87.50
207-000-694-002	POLICE FOIA FEE	0.00	0.00	0.00	0.00	0.00
207-000-694-003	CONTRACT OT REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
207-000-695-000	Loan Proceeds	0.00	0.00	0.00	0.00	0.00
207-000-697-000	Vehicle Leases	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		1,038,317.00	718,690.80	47,618.37	319,626.20	69.22
Revenues		1,038,317.00	718,690.80	47,618.37	319,626.20	69.22
Account Category: Expenditures						
Department: 301 POLICE/SHERIFF/CONSTABLE						
207-301-701-000	Police Chief wages	91,875.00	46,894.33	6,730.78	44,980.67	51.04
207-301-701-001	Wages Full time	204,241.00	128,120.67	20,972.80	76,120.33	62.73
207-301-701-013	FT Overtime	57,124.00	51,619.33	1,063.65	5,504.67	90.36
207-301-702-000	Wages Part Time	49,000.00	24,346.12	1,718.18	24,653.88	49.69
207-301-702-001	PT Overtime Wages	11,000.00	6,433.12	1,225.68	4,566.88	58.48
207-301-702-002	Wages Part Time Clerk	2,785.00	1,165.67	87.93	1,619.33	41.86
207-301-702-013	WAGES PART-TIME CLERK OVERTIME	500.00	73.28	0.00	426.72	14.66
207-301-703-000	Wages - Full-timeClerk	40,000.00	22,773.98	3,104.00	17,226.02	56.93
207-301-703-001	Overtime Clerk FT	500.00	70.58	0.00	429.42	14.12
207-301-709-000	Wages - Marine Unit	3,650.00	0.00	0.00	3,650.00	0.00
207-301-709-013	Marine Unit-Overtime	300.00	0.00	0.00	300.00	0.00
207-301-711-000	Wages - CMV Enforcement	0.00	0.00	0.00	0.00	0.00
207-301-711-013	CMV-Overtime	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

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Fund: 207 POLICE FUND						
Account Category: Expenditures						
Department: 301 POLICE/SHERIFF/CONSTABLE						
207-301-712-000	Wages - Ordinance Enforcement	30,427.00	21,640.30	2,515.26	8,786.70	71.12
207-301-712-001	Overtime Code Enforcement	4,100.00	2,804.19	0.00	1,295.81	68.39
207-301-713-000	WAGES-ACADEMY	29,000.00	0.00	0.00	29,000.00	0.00
207-301-715-000	Social Security	43,938.00	23,404.51	2,862.51	20,533.49	53.27
207-301-715-001	SOCIAL SECURITY ACADEMY	2,219.00	0.00	0.00	2,219.00	0.00
207-301-716-000	Health Insurance- Medical	52,279.00	17,982.05	1,600.17	34,296.95	34.40
207-301-716-001	Health Insurance - Retired	48,500.00	25,381.29	1,677.40	23,118.71	52.33
207-301-717-000	Life & Disability Insurance	5,000.00	2,729.34	413.47	2,270.66	54.59
207-301-718-000	Dental Insurance	3,400.00	1,651.11	318.34	1,748.89	48.56
207-301-719-000	Pension	92,500.00	37,667.17	5,348.87	54,832.83	40.72
207-301-721-000	Vision Care	500.00	220.67	45.83	279.33	44.13
207-301-722-000	Worker's Comp Insurance	5,000.00	4,731.04	0.00	268.96	94.62
207-301-723-000	Unemployment	0.00	0.00	0.00	0.00	0.00
207-301-724-000	City taxes	0.00	0.00	0.00	0.00	0.00
207-301-727-000	Office Supplies	2,500.00	703.32	0.00	1,796.68	28.13
207-301-730-000	Copier Lease	1,805.00	1,496.24	224.40	308.76	82.89
207-301-740-000	Operating Supplies	7,181.00	1,805.47	1,223.82	5,375.53	25.14
207-301-742-000	Shooting Program	6,000.00	700.00	0.00	5,300.00	11.67
207-301-743-000	Bullet Proof Vests	8,000.00	6,783.50	0.00	1,216.50	84.79
207-301-801-000	Contractual Services	91,650.00	64,493.69	2,248.68	27,156.31	70.37
207-301-802-000	Attorney Fees - Prosecutions	50,000.00	24,777.25	3,208.50	25,222.75	49.55
207-301-804-000	County Dispatch Contract	48,998.00	23,040.00	3,840.00	25,958.00	47.02
207-301-805-000	Audit Fees	1,350.00	1,317.00	0.00	33.00	97.56
207-301-807-000	Clemis Service Fees	11,600.00	3,238.00	0.00	8,362.00	27.91
207-301-820-000	Uniform Purchases	5,000.00	3,837.08	0.00	1,162.92	76.74
207-301-821-000	Uniform Cleaning	1,750.00	686.00	0.00	1,064.00	39.20
207-301-851-000	Telephone	10,500.00	5,088.57	607.97	5,411.43	48.46
207-301-863-000	Travel Expense	8,200.00	7,432.41	0.00	767.59	90.64
207-301-865-000	Gasoline & Oil	10,000.00	4,008.55	0.00	5,991.45	40.09
207-301-920-000	Utilities	0.00	0.00	0.00	0.00	0.00
207-301-930-000	Repair and Maintenance	8,125.00	1,509.36	260.92	6,615.64	18.58
207-301-930-003	Repair and Maintenance/Watercraft	1,475.00	1,426.11	0.00	48.89	96.69
207-301-931-000	Repair & Maint - Equipment	5,000.00	900.00	0.00	4,100.00	18.00
207-301-932-000	Repair & Maint - Vehicles	16,000.00	1,313.22	473.07	14,686.78	8.21
207-301-932-001	EQUIPMENT ACADEMY	1,200.00	0.00	0.00	1,200.00	0.00
207-301-935-000	Vehicle Capital Outlay	56,000.00	0.00	0.00	56,000.00	0.00
207-301-940-000	Equipment Rental	1,000.00	0.00	0.00	1,000.00	0.00
207-301-956-000	Dues & Miscellaneous	1,200.00	311.33	0.00	888.67	25.94
207-301-957-000	Education & Training	3,500.00	2,599.00	700.00	901.00	74.26
207-301-957-001	TRAINING ACADEMY	10,000.00	0.00	0.00	10,000.00	0.00
207-301-957-002	CPE TRAINING	0.00	0.00	0.00	0.00	0.00
207-301-965-231	Transfer to Parking Fund	12,250.00	12,250.00	12,250.00	0.00	100.00
207-301-965-401	Transfer to Capital Imp Fund	0.00	0.00	0.00	0.00	0.00
207-301-977-000	Capital Outlay	25,523.00	16,281.24	218.50	9,241.76	63.79
Total Dept 301 - POLICE/SHERIFF/CONSTABLE		1,183,645.00	605,706.09	74,940.73	577,938.91	51.17
Expenditures		1,183,645.00	605,706.09	74,940.73	577,938.91	

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 207 POLICE FUND						
Fund 207 - POLICE FUND:						
	TOTAL REVENUES	1,038,317.00	718,690.80	47,618.37	319,626.20	
	TOTAL EXPENDITURES	1,183,645.00	605,706.09	74,940.73	577,938.91	
	NET OF REVENUES & EXPENDITURES:	(145,328.00)	112,984.71	(27,322.36)	(258,312.71)	
	BEG. FUND BALANCE	231,235.49	231,235.49			
	END FUND BALANCE	85,907.49	344,220.20			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

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Section 7, Item F.

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdg't Used
Fund: 225 DEPT OF PUBLIC WORKS FUND						
Account Category: Revenues						
Department: 000 REVENUE						
225-000-528-200	Federal Grants Other - County CARES	0.00	0.00	0.00	0.00	0.00
225-000-580-000	Services Provided-DDA Admin/Snow	52,000.00	22,800.00	7,500.00	29,200.00	43.85
225-000-603-000	Equipment Rental	82,690.00	37,297.58	0.00	45,392.42	45.11
225-000-634-000	Cemetery Open/Close	20,000.00	19,076.00	2,000.00	924.00	95.38
225-000-636-000	Cemetery Foundations	5,500.00	4,686.00	432.00	814.00	85.20
225-000-643-000	Cemetery Lot Sales	0.00	0.00	0.00	0.00	0.00
225-000-664-000	Interest Income	315.00	585.31	0.00	(270.31)	185.81
225-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
225-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
225-000-676-101	Transfer In from General Fund	450,000.00	262,500.00	0.00	187,500.00	58.33
225-000-681-000	Reimb - Insurance Claims	0.00	0.00	0.00	0.00	0.00
225-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
225-000-694-000	Miscellaneous	9,000.00	821.77	0.00	8,178.23	9.13
225-000-699-711	Transfers In	5,000.00	2,916.62	0.00	2,083.38	58.33
Total Dept 000 - REVENUE		624,505.00	350,683.28	9,932.00	273,821.72	56.15
Revenues		624,505.00	350,683.28	9,932.00	273,821.72	56.15
Account Category: Expenditures						
Department: 276 CEMETERY						
225-276-701-001	wages	45,423.00	22,468.78	673.57	22,954.22	49.47
225-276-701-013	Overtime	2,266.00	934.19	0.00	1,331.81	41.23
225-276-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
225-276-715-000	Social Security	5,343.00	1,790.37	51.54	3,552.63	33.51
225-276-716-000	Health Insurance- Medical	11,897.00	4,444.01	136.46	7,452.99	37.35
225-276-717-000	Life & Disability Insurance	1,136.00	491.16	6.43	644.84	43.24
225-276-718-000	Dental Insurance	1,082.00	532.77	13.08	549.23	49.24
225-276-719-000	Pension	0.00	0.00	0.00	0.00	0.00
225-276-721-000	Vision Care	184.00	93.68	2.21	90.32	50.91
225-276-740-000	Operating Supplies	3,245.00	924.23	0.00	2,320.77	28.48
225-276-748-000	Foundations	541.00	556.00	0.00	(15.00)	102.77
225-276-801-000	Contractual Services	500.00	334.84	0.00	165.16	66.97
225-276-830-000	Solid waste Collection	0.00	0.00	0.00	0.00	0.00
225-276-920-000	Utilities	1,000.00	559.84	279.92	440.16	55.98
225-276-930-000	Repair and Maintenance	6,180.00	1,294.00	0.00	4,886.00	20.94
225-276-956-000	Dues & Miscellaneous	108.00	0.00	0.00	108.00	0.00
225-276-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
225-276-985-000	Land Improvement	4,326.00	568.50	0.00	3,757.50	13.14
Total Dept 276 - CEMETERY		83,231.00	34,992.37	1,163.21	48,238.63	42.04
Department: 441 DEPARTMENT OF PUBLIC WORKS						
225-441-701-000	DPW DIRECTOR WAGES	35,000.00	36,180.82	5,039.74	(1,180.82)	103.37
225-441-701-001	Wages	105,000.00	69,085.06	10,386.79	35,914.94	65.80
225-441-701-013	Overtime	5,408.00	1,677.96	438.24	3,730.04	31.03
225-441-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
225-441-702-000	wages Part Time	0.00	0.00	0.00	0.00	0.00
225-441-702-003	wages-Parks	35,203.00	12,824.30	90.73	22,378.70	36.43
225-441-702-013	Overtime	2,758.00	380.73	0.00	2,377.27	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025
 % Fiscal Year Completed: 58.90

Section 7, Item F.

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 225 DEPT OF PUBLIC WORKS FUND						
Account Category: Expenditures						
Department: 441 DEPARTMENT OF PUBLIC WORKS						
225-441-715-000	Social Security	13,828.00	9,191.25	1,220.57	4,636.75	66.47
225-441-716-000	Health Insurance- Medical	40,016.00	30,753.00	3,731.36	9,263.00	76.85
225-441-716-001	Health Insurance-Retirees	58,401.00	9,540.42	0.00	48,860.58	16.34
225-441-717-000	Life - Disability Insurance	2,596.00	2,057.23	222.52	538.77	79.25
225-441-718-000	Dental Insurance	5,516.00	2,432.51	355.98	3,083.49	44.10
225-441-719-000	Pension	57,000.00	7,399.36	242.87	49,600.64	12.98
225-441-721-000	Vision Care	595.00	422.49	61.79	172.51	71.01
225-441-722-000	Worker's Comp. Insurance	3,028.00	980.22	0.00	2,047.78	32.37
225-441-740-000	Operating Supplies	8,000.00	4,269.97	399.24	3,730.03	53.37
225-441-740-001	Operating Supplies-Cemetery	0.00	0.00	0.00	0.00	0.00
225-441-741-000	Small Tools	4,500.00	1,540.88	417.43	2,959.12	34.24
225-441-801-000	Contractual Services	9,100.00	3,533.52	975.00	5,566.48	38.83
225-441-805-000	Audit Fees	900.00	846.00	0.00	54.00	94.00
225-441-820-000	Uniform Purchase	7,000.00	2,886.43	0.00	4,113.57	41.23
225-441-821-000	Uniform Cleaning	4,975.00	2,959.35	345.55	2,015.65	59.48
225-441-851-000	Telephone	6,800.00	4,211.62	628.24	2,588.38	61.94
225-441-863-000	Travel Expense	0.00	0.00	0.00	0.00	0.00
225-441-865-000	Gasoline & Oil	23,793.00	10,045.37	1,081.66	13,747.63	42.22
225-441-920-000	Utilities	11,000.00	5,026.06	1,494.76	5,973.94	45.69
225-441-930-000	Repair & Maint-Building	10,000.00	2,123.17	151.99	7,876.83	21.23
225-441-931-000	Repair & Maint-Equip	6,000.00	4,132.42	1,148.25	1,867.58	68.87
225-441-932-000	Repair & Maint - Vehicles	18,000.00	16,089.54	1,905.60	1,910.46	89.39
225-441-940-000	Equipment Rental	500.00	0.00	0.00	500.00	0.00
225-441-956-000	Dues & Miscellaneous	1,200.00	706.33	0.00	493.67	58.86
225-441-957-000	Education & Training	5,000.00	495.00	0.00	4,505.00	9.90
225-441-965-401	Transfer to Capital Imp Fund	0.00	0.00	0.00	0.00	0.00
225-441-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
225-441-995-003	Interest Expense - Interfund Advance	4,218.00	2,828.75	2,828.75	1,389.25	67.06
Total Dept 441 - DEPARTMENT OF PUBLIC WORKS		485,335.00	244,619.76	33,167.06	240,715.24	50.40
Department: 443 PHASE II STORMWATER						
225-443-701-001	Wages	5,791.00	3,106.95	47.26	2,684.05	53.65
225-443-701-013	Overtime	300.00	0.00	0.00	300.00	0.00
225-443-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
225-443-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
225-443-715-000	Social Security	521.00	237.70	3.62	283.30	45.62
225-443-716-000	Health Insurance- Medical	1,800.00	674.00	0.00	1,126.00	37.44
225-443-717-000	Life & Disability Insurance	65.00	63.68	0.00	1.32	97.97
225-443-718-000	Dental Insurance	200.00	74.23	0.00	125.77	37.12
225-443-721-000	Vision Care	135.00	12.67	0.00	122.33	9.39
225-443-740-000	Operating Supplies	500.00	131.73	0.00	368.27	26.35
225-443-801-000	Contractual Services	5,275.00	3,943.75	0.00	1,331.25	74.76
225-443-900-000	Printing	0.00	0.00	0.00	0.00	0.00
225-443-930-000	Repair and Maintenance	12,725.00	3,395.44	0.00	9,329.56	26.68
225-443-955-000	DEQ Permit Fees	500.00	0.00	0.00	500.00	0.00
225-443-956-000	Dues & Misc.	500.00	0.00	0.00	500.00	0.00
225-443-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025
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Section 7, Item F.

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 225 DEPT OF PUBLIC WORKS FUND						
Account Category: Expenditures						
Department: 443 PHASE II STORMWATER						
	Total Dept 443 - PHASE II STORMWATER	28,312.00	11,640.15	50.88	16,671.85	41.11
	Expenditures	596,878.00	291,252.28	34,381.15	305,625.72	48.80
Fund 225 - DEPT OF PUBLIC WORKS FUND:						
	TOTAL REVENUES	624,505.00	350,683.28	9,932.00	273,821.72	
	TOTAL EXPENDITURES	596,878.00	291,252.28	34,381.15	305,625.72	
	NET OF REVENUES & EXPENDITURES:	27,627.00	59,431.00	(24,449.15)	(31,804.00)	
	BEG. FUND BALANCE	122,437.35	122,437.35			
	END FUND BALANCE	150,064.35	181,868.35			

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdg't Used
Fund: 231 PARKING METER/SYSTEM FUND						
Account Category: Revenues						
Department: 000 REVENUE						
231-000-607-000	Fees	0.00	0.00	0.00	0.00	0.00
231-000-661-000	Parking Fines Revenue	5,000.00	1,558.14	1,558.14	3,441.86	31.16
231-000-664-000	Interest Earnings	0.00	5.55	0.00	(5.55)	100.00
231-000-674-101	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
231-000-674-207	Transfer From Police Fund	21,000.00	12,250.00	12,250.00	8,750.00	58.33
231-000-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		26,000.00	13,813.69	13,808.14	12,186.31	53.13
Revenues		26,000.00	13,813.69	13,808.14	12,186.31	53.13
Account Category: Expenditures						
Department: 333 PARKING						
231-333-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
231-333-702-000	Wages Part Time	6,825.00	0.00	0.00	6,825.00	0.00
231-333-702-001	Overtime Wages	0.00	0.00	0.00	0.00	0.00
231-333-715-000	Social Security	523.00	0.00	0.00	523.00	0.00
231-333-717-000	Life & Disability Insurance	200.00	0.00	0.00	200.00	0.00
231-333-722-000	Worker's Comp. Insurance	250.00	107.76	0.00	142.24	43.10
231-333-727-000	Supplies	600.00	0.00	0.00	600.00	0.00
231-333-740-000	Operating Supplies	600.00	0.00	0.00	600.00	0.00
231-333-820-000	Uniform Purchase	500.00	0.00	0.00	500.00	0.00
231-333-851-000	Telephone	500.00	401.24	89.20	98.76	80.25
231-333-863-000	Travel Expense	0.00	0.00	0.00	0.00	0.00
Total Dept 333 - PARKING		9,998.00	509.00	89.20	9,489.00	5.09
Expenditures		9,998.00	509.00	89.20	9,489.00	5.09
Fund 231 - PARKING METER/SYSTEM FUND:						
TOTAL REVENUES		26,000.00	13,813.69	13,808.14	12,186.31	
TOTAL EXPENDITURES		9,998.00	509.00	89.20	9,489.00	
NET OF REVENUES & EXPENDITURES:		16,002.00	13,304.69	13,718.94	2,697.31	
BEG. FUND BALANCE		3,605.80	3,605.80			
END FUND BALANCE		19,607.80	16,910.49			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025
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Section 7, Item F.

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdg Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Account Category: Revenues						
Department: 000 REVENUE						
248-000-402-000	Current Real Property Taxes	987,129.00	651,126.17	0.00	336,002.83	65.96
248-000-402-100	Property Tax - Twp DDA Capture	0.00	0.00	0.00	0.00	0.00
248-000-405-000	Property Tax - Personal	0.00	0.00	0.00	0.00	0.00
248-000-412-000	Property Tax - DPPT P/Y & C/Y	0.00	3,123.87	2,822.25	(3,123.87)	100.00
248-000-441-000	Local Community Stabilization Share	15,000.00	14,033.68	0.00	966.32	93.56
248-000-445-000	Penalties & Interest on Taxes	2,000.00	0.00	0.00	2,000.00	0.00
248-000-539-000	State Grants	43,500.00	0.00	0.00	43,500.00	0.00
248-000-540-000	COUNTY/FEDERAL PROGRAM GRANTS PUBLIC	595,823.00	446,867.25	446,867.25	148,955.75	75.00
248-000-582-000	Intergovernment - Police	0.00	0.00	0.00	0.00	0.00
248-000-664-000	Interest Earned	2,500.00	7,342.26	0.00	(4,842.26)	293.69
248-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
248-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
248-000-676-404	Transfer From Prop Acq Fund	169,436.00	0.00	0.00	169,436.00	0.00
248-000-676-592	Reimbursement -Admin Fee - W&S	0.00	0.00	0.00	0.00	0.00
248-000-681-000	Reimburse - Insurance Claims	0.00	16,956.94	0.00	(16,956.94)	100.00
248-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
248-000-685-000	Sponsorships	35,000.00	2,515.00	325.00	32,485.00	7.19
248-000-685-100	Transportaion Sponsorship	17,500.00	0.00	0.00	17,500.00	0.00
248-000-686-000	Downtown Events	18,500.00	3,358.49	0.00	15,141.51	18.15
248-000-686-002	Flower Fair Revenue	0.00	0.00	0.00	0.00	0.00
248-000-686-003	New Year Resolution Run Revenue	0.00	0.00	0.00	0.00	0.00
248-000-686-004	OktoberFest Revenue	1,500.00	0.00	0.00	1,500.00	0.00
248-000-686-005	Babes on Broadway	1,500.00	0.00	0.00	1,500.00	0.00
248-000-686-006	Electrical Vehicles	500.00	743.02	0.00	(243.02)	148.60
248-000-687-000	Merchandise Sales	1,000.00	0.00	0.00	1,000.00	0.00
248-000-688-000	Gift Certificate Sales	500.00	3,125.00	3,025.00	(2,625.00)	625.00
248-000-692-000	Rent	0.00	0.00	0.00	0.00	0.00
248-000-694-000	Miscellaneous	2,500.00	8,756.10	0.00	(6,256.10)	350.24
248-000-696-000	PROCEEDS FROM THE SALE OF BONDS/NOTE	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		1,893,888.00	1,157,947.78	453,039.50	735,940.22	61.14
Revenues		1,893,888.00	1,157,947.78	453,039.50	735,940.22	61.14
Account Category: Expenditures						
Department: 260 GENERAL ACTIVITIES						
248-260-701-000	Executive Director Wages	80,000.00	46,154.40	6,153.92	33,845.60	57.69
248-260-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
248-260-704-000	Wages - Administrative Coordinator	37,188.00	8,623.49	1,749.52	28,564.51	23.19
248-260-706-000	Asst. Executive Director wages	71,000.00	40,962.00	5,461.60	30,038.00	57.69
248-260-706-001	Marketing Coordinator	0.00	0.00	0.00	0.00	0.00
248-260-707-000	Wages - Grounds Coordinator	5,400.00	2,276.69	0.00	3,123.31	42.16
248-260-711-013	OVERTIME	0.00	0.00	0.00	0.00	0.00
248-260-715-000	Social Security	14,810.00	7,498.25	1,022.42	7,311.75	50.63
248-260-716-000	Health Insurance- Medical	12,000.00	10,240.00	0.00	1,760.00	85.33
248-260-717-000	Life & Disability Insurance	1,320.00	1,509.62	149.90	(189.62)	114.37
248-260-718-000	Dental Insurance	770.00	47.30	47.30	722.70	6.14
248-260-719-000	Pension	5,632.00	4,335.12	1,331.24	1,296.88	76.97

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

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Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Account Category: Expenditures						
Department: 260 GENERAL ACTIVITIES						
248-260-720-000	Unemployment	0.00	0.00	0.00	0.00	0.00
248-260-721-000	Vision Care	143.00	605.82	605.82	(462.82)	423.65
248-260-722-000	Worker's Comp. Insurance	0.00	0.00	0.00	0.00	0.00
248-260-801-000	Contractual Services	15,000.00	8,967.50	4,559.50	6,032.50	59.78
248-260-801-002	Contr Services - Police Admin Fee	60,000.00	45,000.00	45,000.00	15,000.00	75.00
248-260-801-003	Contract Services - DPW Admin Fee	30,000.00	22,500.00	7,500.00	7,500.00	75.00
248-260-801-004	Contract Services - GF Admin Fee	70,000.00	58,333.33	17,500.00	11,666.67	83.33
248-260-801-005	Contractual Services- Township	2,700.00	0.00	0.00	2,700.00	0.00
248-260-801-012	Contractual Services-Parking Code En	21,000.00	0.00	0.00	21,000.00	0.00
248-260-801-022	Cont Service-Police Crowd Control	20,000.00	461.90	0.00	19,538.10	2.31
248-260-801-023	Contract Services-DPW event support	10,000.00	300.00	0.00	9,700.00	3.00
248-260-801-033	Contract Services-DPW snow removal	12,000.00	0.00	0.00	12,000.00	0.00
248-260-805-000	Audit Fees	4,490.00	3,979.00	0.00	511.00	88.62
248-260-810-000	Legal Services	8,000.00	2,821.97	0.00	5,178.03	35.27
248-260-823-000	Website/Software	6,000.00	1,635.73	178.14	4,364.27	27.26
248-260-823-001	Municipal Software	3,800.00	0.00	0.00	3,800.00	0.00
248-260-829-000	Planner Services	3,500.00	0.00	0.00	3,500.00	0.00
248-260-851-000	Telephone	3,500.00	1,740.08	296.06	1,759.92	49.72
248-260-900-000	Printing and Publication	500.00	0.00	0.00	500.00	0.00
248-260-920-000	Utilities	6,370.00	3,557.07	905.01	2,812.93	55.84
248-260-921-000	Municipal Street Lighting	7,340.00	5,815.83	1,587.71	1,524.17	79.23
248-260-930-000	Repair and Maintenance	0.00	0.00	0.00	0.00	0.00
248-260-930-002	Building Maintenance	1,100.00	281.29	0.00	818.71	25.57
248-260-940-000	Equipment Rental	750.00	102.03	0.00	647.97	13.60
248-260-941-000	Office Rent	16,800.00	12,600.00	4,200.00	4,200.00	75.00
248-260-942-000	Office Expenses	4,500.00	752.00	151.99	3,748.00	16.71
248-260-942-019	Covid Office Expenses	0.00	0.00	0.00	0.00	0.00
248-260-946-000	Credit Card Fees	100.00	0.00	0.00	100.00	0.00
248-260-955-001	Credit Card Fees	0.00	0.00	0.00	0.00	0.00
248-260-956-000	Dues & Miscellaneous	1,545.00	1,487.88	750.00	57.12	96.30
248-260-957-000	Education & Training	5,000.00	954.27	240.28	4,045.73	19.09
248-260-958-000	General Activities Misc	350.00	214.31	0.00	135.69	61.23
248-260-958-019	Covid General Activities	0.00	0.00	0.00	0.00	0.00
248-260-961-000	Tax Tribunal Refunds	0.00	0.00	0.00	0.00	0.00
248-260-962-000	Mileage	1,000.00	54.42	0.00	945.58	5.44
248-260-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
248-260-965-401	Transfer to Capital Imp Fund	67,616.00	0.00	0.00	67,616.00	0.00
248-260-965-404	Transfer Out - DDA Property Acq Fund	0.00	0.00	0.00	0.00	0.00
248-260-974-000	Capital Outlay - Equipment	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 260 - GENERAL ACTIVITIES		613,224.00	293,811.30	99,390.41	319,412.70	47.91
Department: 725 ORGANIZATION						
248-725-822-000	Newsletter	1,800.00	130.00	0.00	1,670.00	7.22
248-725-824-000	Volunteer Recognition & Dvp.	1,000.00	371.96	50.00	628.04	37.20
248-725-825-000	Gift Certificate Redemption	5,000.00	1,055.00	25.00	3,945.00	21.10
248-725-826-000	Historic Celebration/Education	1,000.00	290.40	0.00	709.60	29.04
248-725-827-000	Awareness Program	1,500.00	217.97	0.00	1,282.03	14.52

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Account Category: Expenditures						
Department: 725 ORGANIZATION						
248-725-827-019	Covid Awareness Program/Organization	0.00	0.00	0.00	0.00	0.00
248-725-864-000	Grant & Scholarship Distribution	0.00	0.00	0.00	0.00	0.00
248-725-881-000	Merchandise to Sell	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 725 - ORGANIZATION		11,300.00	2,065.33	75.00	9,234.67	18.28
Department: 726 DESIGN						
248-726-745-000	Beautification Supplies	2,600.00	1,227.18	0.00	1,372.82	47.20
248-726-746-000	Hanging Baskets	4,000.00	0.00	0.00	4,000.00	0.00
248-726-801-000	Contractual Services	5,500.00	3,080.24	0.00	2,419.76	56.00
248-726-843-000	Facade Program	23,680.00	273.96	0.00	23,406.04	1.16
248-726-845-000	Public Art Program	2,500.00	390.69	0.00	2,109.31	15.63
248-726-883-000	Banners and Holiday Lighting	10,000.00	6,766.08	0.00	3,233.92	67.66
248-726-975-001	Capital Outlay - Beautification	5,000.00	344.47	0.00	4,655.53	6.89
248-726-975-002	Capital Outlay - Streets	500.00	0.00	0.00	500.00	0.00
248-726-975-019	Covid Capital Outlay	0.00	0.00	0.00	0.00	0.00
248-726-980-001	PUBLIC SPACE GRANT-GENERAL	353,619.00	15,000.00	0.00	338,619.00	4.24
248-726-980-002	PUBLIC SPACE GRANT-DEVELOPMENT & PRO	242,204.00	595.00	0.00	241,609.00	0.25
Total Dept 726 - DESIGN		649,603.00	27,677.62	0.00	621,925.38	4.26
Department: 728 ECONOMIC DEVELOPMENT						
248-728-801-000	Contractual Services	34,500.00	5,370.00	0.00	29,130.00	15.57
248-728-860-000	Trolley Expense	22,000.00	0.00	0.00	22,000.00	0.00
248-728-861-000	Survey Expense	468.00	0.00	0.00	468.00	0.00
248-728-862-000	Training Materials	500.00	0.00	0.00	500.00	0.00
248-728-864-000	Grant & Scholarship Distribution	10,800.00	0.00	0.00	10,800.00	0.00
248-728-886-000	Marketing Materials	2,500.00	10.79	0.00	2,489.21	0.43
248-728-886-001	Blight Reduction	0.00	0.00	0.00	0.00	0.00
248-728-886-002	Social District	750.00	60.00	0.00	690.00	8.00
248-728-888-000	Brand Marketing	50,000.00	13,083.16	2,285.78	36,916.84	26.17
248-728-888-001	Contractual Services Brand Marketing	10,000.00	272.89	0.00	9,727.11	2.73
Total Dept 728 - ECONOMIC DEVELOPMENT		131,518.00	18,796.84	2,285.78	112,721.16	14.29
Department: 729 PROMOTION						
248-729-880-000	Event Promotion	2,000.00	404.71	0.00	1,595.29	20.24
248-729-880-001	Event Promo - Gazebo Series	11,000.00	10,600.00	0.00	400.00	96.36
248-729-880-004	Event Promo - Halloween Parade	2,500.00	1,240.10	0.00	1,259.90	49.60
248-729-880-005	Event Promo - Hmtwn/Holiday Vill	7,500.00	2,832.22	296.26	4,667.78	37.76
248-729-880-006	Event Promo - New Years Res. Run	0.00	0.00	0.00	0.00	0.00
248-729-880-007	Event Promo - Flower Fair	0.00	0.00	0.00	0.00	0.00
248-729-880-008	Event Promo-Photo Contest	250.00	0.00	0.00	250.00	0.00
248-729-880-009	Event Promo-Lake Orion Love Shop to	0.00	0.00	0.00	0.00	0.00
248-729-880-010	Babes On Broadway	1,500.00	0.00	0.00	1,500.00	0.00
248-729-880-011	Restaurant week	2,500.00	0.00	0.00	2,500.00	0.00
248-729-880-012	Sing & Stroll Tree Lighting	12,100.00	3,890.49	(108.38)	8,209.51	32.15
248-729-880-013	SD Nights- Stronger Together Winter	2,500.00	384.76	0.00	2,115.24	15.39
248-729-880-014	Octoberfest	1,500.00	128.14	0.00	1,371.86	8.54
248-729-880-015	Winter Activities	12,000.00	1,725.00	1,725.00	10,275.00	14.38
248-729-880-016	Athletic Events-other	2,500.00	0.00	0.00	2,500.00	

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Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Account Category: Expenditures						
Department: 729 PROMOTION						
248-729-880-017	Movie Night	3,000.00	1,707.69	0.00	1,292.31	56.92
248-729-880-019	Covid Event Promotion	0.00	0.00	0.00	0.00	0.00
248-729-880-100	Stronger Together- smr fall	5,000.00	0.00	0.00	5,000.00	0.00
248-729-885-000	Port-A-Johns	2,600.00	1,007.50	0.00	1,592.50	38.75
248-729-895-000	Event Promo-Comm. Sponsorships	0.00	0.00	0.00	0.00	0.00
248-729-975-020	Capital Outlay Parks & rec	0.00	0.00	0.00	0.00	0.00
Total Dept 729 - PROMOTION		68,450.00	23,920.61	1,912.88	44,529.39	34.95
Department: 730						
248-730-253-885	Knox Box Grant Program	0.00	0.00	0.00	0.00	0.00
248-730-885-100	Knox Box Grant Program	2,000.00	0.00	0.00	2,000.00	0.00
248-730-931-000	Repair & Maintenance-Equipment	0.00	0.00	0.00	0.00	0.00
248-730-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
248-730-965-301	Interfund TRF 2023 DDA Bond Project	419,709.00	0.00	0.00	419,709.00	0.00
248-730-965-404	Transfer Out - DDA Property Acq Fund	0.00	0.00	0.00	0.00	0.00
248-730-965-592	Transfers To Water/Sewer Fund	0.00	0.00	0.00	0.00	0.00
248-730-975-000	Capital Outlay	53,075.00	370.68	0.00	52,704.32	0.70
248-730-975-003	DDA Capital Outlay	5,500.00	730.06	0.00	4,769.94	13.27
248-730-975-005	DDA Capital Outlay- wayfinding/Light	0.00	0.00	0.00	0.00	0.00
248-730-975-006	DDA Capital Outlay - Parking	0.00	0.00	0.00	0.00	0.00
248-730-975-009	Capital Outlay - Dumpsters	22,800.00	0.00	0.00	22,800.00	0.00
248-730-975-011	Capital Outlay - Trail Extensi	9,000.00	0.00	0.00	9,000.00	0.00
248-730-975-015	Capitail Outlay- Outdoor Sound	0.00	0.00	0.00	0.00	0.00
248-730-975-020	Capital Outlay Parks & rec	0.00	0.00	0.00	0.00	0.00
248-730-992-000	Bond Principal	0.00	0.00	0.00	0.00	0.00
248-730-995-000	Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 730		512,084.00	1,100.74	0.00	510,983.26	0.21
Expenditures		1,986,179.00	367,372.44	103,664.07	1,618,806.56	18.50
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		1,893,888.00	1,157,947.78	453,039.50	735,940.22	
TOTAL EXPENDITURES		1,986,179.00	367,372.44	103,664.07	1,618,806.56	
NET OF REVENUES & EXPENDITURES:		(92,291.00)	790,575.34	349,375.43	(882,866.34)	
BEG. FUND BALANCE		356,811.12	356,811.12			
END FUND BALANCE		264,520.12	1,147,386.46			

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Fund: 301 DOWNTOWN DEV BOND PROJECT 2023						
Account Category: Revenues						
Department: 000 REVENUE						
301-000-300-001	2023 Downtown Dev Tax Exempt Bond Pr	0.00	0.00	0.00	0.00	0.00
301-000-300-002	2023 Downtown Dev Tax Exempt Bond Pr	0.00	0.00	0.00	0.00	0.00
301-000-664-000	Interest Earnings	900.00	897.49	0.00	2.51	99.72
301-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
301-000-699-301	TRF in from DDA	419,709.00	0.00	0.00	419,709.00	0.00
Total Dept 000 - REVENUE		420,609.00	897.49	0.00	419,711.51	0.21
Revenues		420,609.00	897.49	0.00	419,711.51	0.21
Account Category: Expenditures						
Department: 901 905						
301-901-805-000	Audit fees	0.00	0.00	0.00	0.00	0.00
301-901-930-000	Repair and Maintenance	0.00	0.00	0.00	0.00	0.00
301-901-950-000	Demolition & Land Improvement	500,000.00	89,758.85	18,959.99	410,241.15	17.95
301-901-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
301-901-971-000	Capital Outlay - Buildings	0.00	0.00	0.00	0.00	0.00
Total Dept 901 - 905		500,000.00	89,758.85	18,959.99	410,241.15	17.95
Department: 905 Downtown Dev Bond 2023						
301-905-301-000	Bond Issuance Expense	0.00	0.00	0.00	0.00	0.00
301-905-731-000	2023 Bond Taxable Issuance Expenses	0.00	0.00	0.00	0.00	0.00
301-905-731-001	2023 Tax exempt Bond Issuance Expens	0.00	0.00	0.00	0.00	0.00
301-905-745-001	Property taxes-Orion Twp	0.00	0.00	0.00	0.00	0.00
301-905-920-000	utilities	0.00	0.00	0.00	0.00	0.00
301-905-992-003	2023 DDA bonds Taxable	60,000.00	38,454.50	0.00	21,545.50	64.09
301-905-992-004	2023 DDA BONDS TAX EXEMPT	150,000.00	66,400.00	0.00	83,600.00	44.27
301-905-993-001	2023 DDA bond taxable interest	76,910.00	0.00	0.00	76,910.00	0.00
301-905-993-002	2023 DDA tax exempt bond interest	132,800.00	0.00	0.00	132,800.00	0.00
Total Dept 905 - Downtown Dev Bond 2023		419,710.00	104,854.50	0.00	314,855.50	24.98
Expenditures		919,710.00	194,613.35	18,959.99	725,096.65	21.16
Fund 301 - DOWNTOWN DEV BOND PROJECT 2023:						
TOTAL REVENUES		420,609.00	897.49	0.00	419,711.51	
TOTAL EXPENDITURES		919,710.00	194,613.35	18,959.99	725,096.65	
NET OF REVENUES & EXPENDITURES:		(499,101.00)	(193,715.86)	(18,959.99)	(305,385.14)	
BEG. FUND BALANCE		2,794,812.47	2,794,812.47			
END FUND BALANCE		2,295,711.47	2,601,096.61			

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Fund: 390 SEWER DEBT SERVICE FUND						
Account Category: Revenues						
Department: 000 REVENUE						
390-000-664-000	Interest Earnings	0.00	0.00	0.00	0.00	0.00
390-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
390-000-699-592	Transfers In	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Revenues		0.00	0.00	0.00	0.00	0.00
Account Category: Expenditures						
Department: 548 SEWER ACTIVITIES						
390-548-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
390-548-992-000	Bond Principal	0.00	0.00	0.00	0.00	0.00
390-548-995-000	Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 548 - SEWER ACTIVITIES		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 390 - SEWER DEBT SERVICE FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES:		0.00	0.00	0.00	0.00	
BEG. FUND BALANCE		0.00	0.00			
END FUND BALANCE		0.00	0.00			

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Fund: 401 CAPITAL PROJECTS FUND						
Account Category: Revenues						
Department: 000 REVENUE						
401-000-664-000	Interest Earnings	0.00	0.85	0.00	(0.85)	100.00
401-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
401-000-676-101	Transfer In from General Fund	0.00	0.00	0.00	0.00	0.00
401-000-676-125	Transfer In from DPW Fund	0.00	0.00	0.00	0.00	0.00
401-000-676-207	Transfer from Police Fund	0.00	0.00	0.00	0.00	0.00
401-000-682-000	Reimbursement-CDBG	0.00	0.00	0.00	0.00	0.00
401-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
401-000-694-000	Miscellaneous Revenue	0.00	267.00	267.00	(267.00)	100.00
401-000-699-202	Interfund Transfer in - Major Street	0.00	0.00	0.00	0.00	0.00
401-000-699-203	Interfund Transfer In - Local Street	0.00	0.00	0.00	0.00	0.00
401-000-699-248	Interfund Transfer In - DDA	0.00	0.00	0.00	0.00	0.00
401-000-699-592	Transfers Water/Sewer	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	267.85	267.00	(267.85)	100.00
Revenues		0.00	267.85	267.00	(267.85)	100.00
Account Category: Expenditures						
Department: 000 REVENUE						
401-000-882-000	Downtown Street Broadcast Syst	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Department: 751 PARKS AND RECREATION						
401-751-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
401-751-806-000	Engineering	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - PARKS AND RECREATION		0.00	0.00	0.00	0.00	0.00
Department: 901 905						
401-901-971-000	Capital Outlay - Buildings	0.00	0.00	0.00	0.00	0.00
401-901-972-751	Capital Outlay Parks	0.00	0.00	0.00	0.00	0.00
401-901-973-000	Capital Outlay - Vehicles	0.00	0.00	0.00	0.00	0.00
401-901-974-000	Capital Outlay - Equipment	0.00	0.00	0.00	0.00	0.00
401-901-975-000	Capital Outlay-Construction	0.00	0.00	0.00	0.00	0.00
Total Dept 901 - 905		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 401 - CAPITAL PROJECTS FUND:						
TOTAL REVENUES		0.00	267.85	267.00	(267.85)	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES:		0.00	267.85	267.00	(267.85)	
BEG. FUND BALANCE		2,482.07	2,482.07			
END FUND BALANCE		2,482.07	2,749.92			

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Fund: 404 DDA PROPERTY ACQUISITION						
Account Category: Revenues						
Department: 000 REVENUE						
404-000-664-000	Interest Earnings	0.00	57.64	0.00	(57.64)	100.00
404-000-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
404-000-699-248	Interfund Transfer In - DDA	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	57.64	0.00	(57.64)	100.00
Revenues		0.00	57.64	0.00	(57.64)	100.00
Account Category: Expenditures						
Department: 901 905						
404-901-805-000	Audit Fees	0.00	0.00	0.00	0.00	0.00
404-901-901-000	Debt Service- Parking Deck	0.00	0.00	0.00	0.00	0.00
404-901-930-000	Repair & Maintenance - Bldg	0.00	0.00	0.00	0.00	0.00
404-901-950-000	Demolition & Land Improvement	0.00	0.00	0.00	0.00	0.00
404-901-956-000	Miscellaneous	0.00	0.00	0.00	0.00	0.00
404-901-971-000	Capital Outlay - Building	169,436.00	0.00	0.00	169,436.00	0.00
404-901-980-248	Prop Acq Transfer to DDA	0.00	0.00	0.00	0.00	0.00
404-901-992-000	Bond Principal	0.00	0.00	0.00	0.00	0.00
404-901-995-000	Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 901 - 905		169,436.00	0.00	0.00	169,436.00	0.00
Expenditures		169,436.00	0.00	0.00	169,436.00	0.00
Fund 404 - DDA PROPERTY ACQUISITION:						
TOTAL REVENUES		0.00	57.64	0.00	(57.64)	
TOTAL EXPENDITURES		169,436.00	0.00	0.00	169,436.00	
NET OF REVENUES & EXPENDITURES:		(169,436.00)	57.64	0.00	(169,493.64)	
BEG. FUND BALANCE		169,464.87	169,464.87			
END FUND BALANCE		28.87	169,522.51			

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 445 Public Infrastructure						
Account Category: Revenues						
Department: 000 REVENUE						
445-000-664-000	Interest Earnings	0.00	0.00	0.00	0.00	0.00
445-000-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
445-000-699-248	Interfund Transfer In - DDA	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Revenues		0.00	0.00	0.00	0.00	0.00
Fund 445 - Public Infrastructure:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES:		0.00	0.00	0.00	0.00	
BEG. FUND BALANCE		0.00	0.00			
END FUND BALANCE		0.00	0.00			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025

% Fiscal Year Completed: 58.90

Section 7, Item F.

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

GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 490 SEWER CAPITAL IMPROVEMENT FUND						
Account Category: Revenues						
Department: 000 REVENUE						
490-000-664-000	Interest Earnings	0.00	0.00	0.00	0.00	0.00
490-000-696-000	PROCEEDS FROM THE SALE OF BONDS/NOTE	0.00	0.00	0.00	0.00	0.00
490-000-699-592	Transfers In	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Revenues		0.00	0.00	0.00	0.00	0.00
Account Category: Expenditures						
Department: 548 SEWER ACTIVITIES						
490-548-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
490-548-975-000	Capital outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 548 - SEWER ACTIVITIES		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 490 - SEWER CAPITAL IMPROVEMENT FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES:		0.00	0.00	0.00	0.00	
BEG. FUND BALANCE		0.00	0.00			
END FUND BALANCE		0.00	0.00			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025

% Fiscal Year Completed: 58.90

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

Section 7, Item F.

GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 592 WATER AND SEWER FUND						
Account Category: Revenues						
Department: 000 REVENUE						
592-000-404-002	2024 Sewer Revenue Bonds	1,313,000.00	0.00	0.00	1,313,000.00	0.00
592-000-445-000	Penalties & Interest on Taxes	0.00	0.00	0.00	0.00	0.00
592-000-540-001	State Grants -SAW	0.00	0.00	0.00	0.00	0.00
592-000-547-000	State Grant - Other	100,000.00	0.00	0.00	100,000.00	0.00
592-000-620-000	Sewer Penalty Fees	12,000.00	10,913.07	0.00	1,086.93	90.94
592-000-640-000	Capital/Lateral Charges Sewer	9,000.00	(8,873.23)	0.00	17,873.23	(98.59)
592-000-640-002	Capital/Lateral Charges-water	15,000.00	2,215.00	0.00	12,785.00	14.77
592-000-645-000	Sewer Usage Charges	1,327,490.00	581,266.20	(1,435,119.79)	746,223.80	43.79
592-000-645-002	Water Usage Charges	1,453,780.00	686,454.30	(1,357,485.94)	767,325.70	47.22
592-000-648-000	Federal Grant Revenue	1,850,000.00	0.00	0.00	1,850,000.00	0.00
592-000-662-002	Water Penalty Fees	16,000.00	13,298.53	0.00	2,701.47	83.12
592-000-664-000	Sewer Interest Earned	12,000.00	28,360.14	0.00	(16,360.14)	236.33
592-000-664-002	Water Interest Earned	0.00	0.00	0.00	0.00	0.00
592-000-664-003	Promissory Note Interest	7,500.00	0.00	0.00	7,500.00	0.00
592-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
592-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
592-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
592-000-694-000	Miscellaneous Revenue	500.00	(713.30)	886.70	1,213.30	(142.66)
592-000-695-002	Non-Village Water Debt	0.00	0.00	0.00	0.00	0.00
592-000-699-101	Interfund Transfer In - General Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		6,116,270.00	1,312,920.71	(2,791,719.03)	4,803,349.29	21.47
Revenues		6,116,270.00	1,312,920.71	(2,791,719.03)	4,803,349.29	21.47
Account Category: Expenditures						
Department: 260 GENERAL ACTIVITIES						
592-260-805-000	Audit Fees	7,350.00	3,408.00	0.00	3,942.00	46.37
592-260-823-001	Municipal Software	0.00	0.00	0.00	0.00	0.00
592-260-852-000	Miss Dig	2,451.00	0.00	0.00	2,451.00	0.00
592-260-959-000	Financial Administration	127,436.00	63,735.00	0.00	63,701.00	50.01
Total Dept 260 - GENERAL ACTIVITIES		137,237.00	67,143.00	0.00	70,094.00	48.92
Department: 548 SEWER ACTIVITIES						
592-548-701-000	wages	0.00	0.00	0.00	0.00	0.00
592-548-715-000	Social Security	0.00	0.00	0.00	0.00	0.00
592-548-716-000	Health Insurance- Medical	0.00	0.00	0.00	0.00	0.00
592-548-717-000	Life & Disability Insurance	0.00	0.00	0.00	0.00	0.00
592-548-718-000	Dental Insurance	0.00	0.00	0.00	0.00	0.00
592-548-719-000	Pension	0.00	0.00	0.00	0.00	0.00
592-548-721-000	Vision Care	0.00	0.00	0.00	0.00	0.00
592-548-722-000	worker's Comp. Insurance	45.00	20.92	0.00	24.08	46.49
592-548-726-000	Supplies	840.00	0.00	0.00	840.00	0.00
592-548-801-000	Contract Services	14,955.00	13,513.01	0.00	1,441.99	90.36
592-548-813-000	Legal Service	0.00	0.00	0.00	0.00	0.00
592-548-831-000	Sewage Disposal Costs	946,480.00	492,603.52	160,031.20	453,876.48	52.05
592-548-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
592-548-975-001	Capital Improvements - SAW	3,498,000.00	5,365.00	0.00	3,492,635.00	0.15
592-548-992-000	Interceptor Drain Bond Princip	69,707.00	49,746.21	0.00	19,960.79	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025

% Fiscal Year Completed: 58.90

Section 7, Item F.

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

GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdg't Used
Fund: 592 WATER AND SEWER FUND						
Account Category: Expenditures						
Department: 548 SEWER ACTIVITIES						
592-548-995-000	Bond Interest	23,713.00	13,983.59	0.00	9,729.41	58.97
Total Dept 548 - SEWER ACTIVITIES		4,553,740.00	575,232.25	160,031.20	3,978,507.75	12.63
Department: 556 WATER ACTIVITIES						
592-556-701-000	Wages	63,717.00	11,022.21	132.83	52,694.79	17.30
592-556-701-013	Overtime	5,250.00	296.75	0.00	4,953.25	5.65
592-556-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
592-556-715-000	Social Security	5,289.00	3,096.00	266.46	2,193.00	58.54
592-556-716-000	Health Insurance- Medical	13,860.00	6,117.66	442.15	7,742.34	44.14
592-556-717-000	Life - Disability Insurance	782.00	642.98	44.49	139.02	82.22
592-556-718-000	Dental Insurance	1,323.00	894.70	85.50	428.30	67.63
592-556-719-000	Pension	88,732.00	58,001.16	1,457.21	30,730.84	65.37
592-556-721-000	Vision Care	276.00	153.73	14.57	122.27	55.70
592-556-722-000	Worker's Comp. Insurance	2,625.00	822.86	0.00	1,802.14	31.35
592-556-726-000	Supplies	7,350.00	827.95	0.00	6,522.05	11.26
592-556-741-000	Small Tools	1,500.00	144.84	0.00	1,355.16	9.66
592-556-745-000	Water Purchase -Orion Township	499,653.00	282,994.25	42,456.61	216,658.75	56.64
592-556-801-000	Contract Services	12,000.00	11,316.62	0.00	683.38	94.31
592-556-806-000	Engineering	50,000.00	5,111.86	0.00	44,888.14	10.22
592-556-813-000	Legal Service	1,050.00	49.50	0.00	1,000.50	4.71
592-556-931-000	Equip Repair & Maint - Misc.	3,000.00	0.00	0.00	3,000.00	0.00
592-556-931-001	Equip Repair & Maint - Hydrant	7,500.00	0.00	0.00	7,500.00	0.00
592-556-931-002	Equip Repair & Maint - Mains	5,000.00	3,331.53	320.00	1,668.47	66.63
592-556-931-003	Equip Repair & Maint - Meters	5,000.00	2,520.00	765.00	2,480.00	50.40
592-556-940-000	Equipment Rental	22,000.00	19,155.57	0.00	2,844.43	87.07
592-556-956-000	Dues & Miscellaneous	3,675.00	1,293.38	0.00	2,381.62	35.19
592-556-957-000	Education and Training	3,000.00	18.87	0.00	2,981.13	0.63
592-556-975-000	Capital Improvement	143,410.00	53,089.38	3,350.26	90,320.62	37.02
592-556-977-001	Capital Improvemts-Fairview	0.00	0.00	0.00	0.00	0.00
592-556-991-000	Principal Payments - Debt	0.00	0.00	0.00	0.00	0.00
592-556-992-001	2003 GO Bond Principal	0.00	0.00	0.00	0.00	0.00
592-556-992-002	State Revolving Bond Principal	275,000.00	0.00	0.00	275,000.00	0.00
592-556-995-000	Bond Interest Expense	85,348.00	46,997.73	0.00	38,350.27	55.07
592-556-995-001	2003 GO Bond Interest	0.00	0.00	0.00	0.00	0.00
592-556-995-002	98 Revenue Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 556 - WATER ACTIVITIES		1,306,340.00	507,899.53	49,335.08	798,440.47	38.88
Department: 560 DEPRECIATION						
592-560-958-002	Water Depreciation	152,250.00	0.00	0.00	152,250.00	0.00
592-560-968-000	Sewer Depreciation	136,500.00	0.00	0.00	136,500.00	0.00
Total Dept 560 - DEPRECIATION		288,750.00	0.00	0.00	288,750.00	0.00
Expenditures		6,286,067.00	1,150,274.78	209,366.28	5,135,792.22	18.30
Fund 592 - WATER AND SEWER FUND:						
TOTAL REVENUES		6,116,270.00	1,312,920.71	(2,791,719.03)	4,803,349.29	
TOTAL EXPENDITURES		6,286,067.00	1,150,274.78	209,366.28	5,135,792.22	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025

% Fiscal Year Completed: 58.90

Section 7, Item F.

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

GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 592 WATER AND SEWER FUND						
	NET OF REVENUES & EXPENDITURES:	(169,797.00)	162,645.93	(3,001,085.31)	(332,442.93)	
	BEG. FUND BALANCE	6,573,866.02	6,573,866.02			
	END FUND BALANCE	6,404,069.02	6,736,511.95			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025

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Section 7, Item F.

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 701 ESCROW						
Account Category: Revenues						
Department: 000 REVENUE						
701-000-406-000	In Lieu of Taxes	0.00	0.00	0.00	0.00	0.00
701-000-664-000	Interest Earnings	0.00	0.00	0.00	0.00	0.00
701-000-675-000	Review/Escrow Deposits	0.00	(9,794.59)	1,913.41	9,794.59	100.00
Total Dept 000 - REVENUE		0.00	(9,794.59)	1,913.41	9,794.59	100.00
Revenues		0.00	(9,794.59)	1,913.41	9,794.59	100.00
Account Category: Expenditures						
Department: 000 REVENUE						
701-000-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 701 - ESCROW:						
TOTAL REVENUES		0.00	(9,794.59)	1,913.41	9,794.59	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES:		0.00	(9,794.59)	1,913.41	9,794.59	
BEG. FUND BALANCE		0.38	0.38			
FUND BALANCE ADJUSTMENTS			15,683.00			
END FUND BALANCE		0.38	5,888.79			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025

% Fiscal Year Completed: 58.90

Section 7, Item F.

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

GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 737 OPEB TRUST FUND						
Account Category: Revenues						
Department: 000 REVENUE						
737-000-581-000	Contribution - General Fund (OPEB)	0.00	0.00	0.00	0.00	0.00
737-000-669-000	Investment Gains and Losses	0.00	13,624.16	0.00	(13,624.16)	100.00
Total Dept 000 - REVENUE		0.00	13,624.16	0.00	(13,624.16)	100.00
Revenues		0.00	13,624.16	0.00	(13,624.16)	100.00
Account Category: Expenditures						
Department: 000 REVENUE						
737-000-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 737 - OPEB TRUST FUND:						
TOTAL REVENUES		0.00	13,624.16	0.00	(13,624.16)	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES:		0.00	13,624.16	0.00	(13,624.16)	
BEG. FUND BALANCE		255,063.24	255,063.24			
END FUND BALANCE		255,063.24	268,687.40			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025

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Section 7, Item F.

GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 752 PAYROLL CLEARING						
Account Category: Revenues						
Department: 000 REVENUE						
752-000-528-200	Federal Grants Other - County CARES	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Revenues		0.00	0.00	0.00	0.00	0.00
Fund 752 - PAYROLL CLEARING:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES:		0.00	0.00	0.00	0.00	
BEG. FUND BALANCE		0.00	0.00			
END FUND BALANCE		0.00	0.00			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025
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Section 7, Item F.

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 901 FIXED ASSETS						
Account Category: Expenditures						
Department: 101 VILLAGE COUNCIL						
901-101-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 101 - VILLAGE COUNCIL		0.00	0.00	0.00	0.00	0.00
Department: 301 POLICE/SHERIFF/CONSTABLE						
901-301-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 301 - POLICE/SHERIFF/CONSTABLE		0.00	0.00	0.00	0.00	0.00
Department: 441 DEPARTMENT OF PUBLIC WORKS						
901-441-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 441 - DEPARTMENT OF PUBLIC WORKS		0.00	0.00	0.00	0.00	0.00
Department: 560 DEPRECIATION						
901-560-968-001	Depr General Government	0.00	0.00	0.00	0.00	0.00
901-560-968-002	Depr Public Safety	0.00	0.00	0.00	0.00	0.00
901-560-968-003	Depr Public Works	0.00	0.00	0.00	0.00	0.00
901-560-968-004	Depr Recreation and Culture	0.00	0.00	0.00	0.00	0.00
901-560-968-005	Depreciation Equipment	0.00	0.00	0.00	0.00	0.00
Total Dept 560 - DEPRECIATION		0.00	0.00	0.00	0.00	0.00
Department: 751 PARKS AND RECREATION						
901-751-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - PARKS AND RECREATION		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 901 - FIXED ASSETS:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES:		0.00	0.00	0.00	0.00	
BEG. FUND BALANCE		(3,175,949.33)	(3,175,949.33)			
END FUND BALANCE		(3,175,949.33)	(3,175,949.33)			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 01/31/2025

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Section 7, Item F.

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Fund: 902 DDA FIXED ASSETS						
Account Category: Expenditures						
Department: 560 DEPRECIATION						
902-560-968-001	Depr General Government	0.00	0.00	0.00	0.00	0.00
Total Dept 560 - DEPRECIATION		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 902 - DDA FIXED ASSETS:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES:		0.00	0.00	0.00	0.00	
BEG. FUND BALANCE		(104,761.00)	(104,761.00)			
END FUND BALANCE		(104,761.00)	(104,761.00)			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

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Section 7, Item F.

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GL Number	Description	24-25 Amended Budget	YTD Balance 01/31/2025	Activity For 01/31/2025	Available Balance 01/31/2025	% Bdgt Used
Report Totals:						
	TOTAL REVENUES - ALL FUNDS	12,970,282.00	5,649,526.51	(2,215,489.90)	7,320,755.49	
	TOTAL EXPENDITURES - ALL FUNDS	14,057,326.00	4,188,347.51	540,950.35	9,868,978.49	
	NET OF REVENUES & EXPENDITURES:	(1,087,044.00)	1,461,179.00	(2,756,440.25)	(2,548,223.00)	



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

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

*****4944

Statement Summary			
Total Amount Due	\$7,551.29	Due Date:	02/21/2025
Current Payment Due:	\$7,551.29	Billing Date:	01/31/2025
Past Due Amount:	\$0.00	Credit Limit:	\$40,000.00
Minimum Amount Due:	\$7,551.29		

Account Summary			
Previous Balance:	\$3,094.77	Days In This Billing Cycle:	31
Purchases:	\$7,551.29	New Cash Advances:	\$0.00
Cash Advances:	\$0.00	Cash Advance Fee:	\$0.00
Credits:	\$0.00		
Payments:	(\$3,094.77)		
Other Charges:	\$0.00		
New Balance:	\$7,551.29		

Cardholder Summary	
Cardholder Name	Amount
MARK AMUNDSON - *4561	\$742.00
MATTHEW GIBB - *8426	\$4,474.23
WESLEY A SANCHEZ - *6802	\$700.00
SONJA J STOUT - *5796	\$1,635.06

Post Date	Tran Date	Reference Number	Merchant Description	Amount
			PURCHASES	\$7,551.29
			PAYMENTS	(\$3,094.77)
01/22/2025	01/22/2025	70000004366111111111111111	AUTOMATIC PAYMENT	(\$3,094.77)
		* * * * *		
		PLEASE NOTE THE FOLLOWING IMPORTANT INFORMATION:		
		* TRANSACTION REVIEW - NOTIFY US OF UNAUTHORIZED TRANSACTIONS OR ERRORS		

Post Date	Tran Date	Reference Number	Merchant Description	Amount
WITHIN 14 DAYS FROM THE DATE OF DISCOVERY OR THE DATE THE FIRST STATEMENT OR REPORT REFLECTING THE PROBLEM IS MADE AVAILABLE TO YOU, WHICHEVER OCCURS FIRST. * GUIDE TO BENEFITS - THE GUIDE TO BENEFITS IS AVAILABLE ONLINE AT WWW.COMERICA.COM/COMMERCIALCARDGTB * TRAVEL INSURANCE - IF YOUR CARD HAS BEEN PERMISSIONED FOR TRAVEL PURCHASES, YOU ARE COVERED UNDER MASTERCARD'S WORLDWIDE AUTOMATIC TRAVEL ACCIDENT & BAGGAGE INSURANCE POLICY. . IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT YOUR COMPANY'S PROGRAM ADMINISTRATOR.				
			MARK AMUNDSON - *4561	\$742.00
			PURCHASES	\$742.00
01/06/2025	01/03/2025	55207395004510126061582	AXON SCOTTSDALE AZ	\$192.00
01/17/2025	01/16/2025	85500395016900016040985	MICHIGAN ASSOC OF CHIE 517-3499420 MI	\$280.00
01/28/2025	01/27/2025	55506295028226015322637	IACP ALEXANDRIA VA	\$270.00
			MATTHEW GIBB - *8426	\$4,474.23
			PURCHASES	\$4,474.23
01/02/2025	01/01/2025	82711165002000002479746	MISWITCH COMM LAKE ORION MI	\$90.28
01/03/2025	01/02/2025	87021305002000003167908	SHOPOCMAINSTREETS MARION IA	\$36.00
01/08/2025	01/07/2025	87021305007000002905352	FLOWCODE PRO NEW YORK NY	\$9.95
01/09/2025	01/08/2025	55432865008205038557778	SQ *SHADRACH, MESHACH Lake Orion MI	\$127.99
01/10/2025	01/09/2025	55432865009205260328509	SQ *SHADRACH, MESHACH Lake Orion MI	\$38.16
01/10/2025	01/09/2025	55432865010205443552758	TST*FORK N PINT LAKE O Lake Orion MI	\$230.03
01/13/2025	01/10/2025	02305375011500361651524	OFFICE DEPOT #1170 WEST CHESTER OH	\$3.38
01/13/2025	01/12/2025	25247805012002135010399	SnapRetail WARRENDALE PA	\$65.00
01/13/2025	01/13/2025	52653845013716065238870	CLICKUP 8886254258 CA	\$57.00
01/15/2025	01/13/2025	02305375014100100602172	OFFICE DEPOT #1170 WEST CHESTER OH	\$92.09
01/15/2025	01/14/2025	55432865014206890055630	Etsy.com*WdowczykEngra ETSY.COM NY	\$238.50
01/21/2025	01/20/2025	55310205021134952604870	GREAT LAKES ACE HDWE LAKE ORION MI	\$77.00
01/21/2025	01/18/2025	75418235018219740766668	IONOS INC. CHESTERBROOK PA	\$25.00
01/22/2025	01/21/2025	75369435021066700910558	THE UPS STORE 3585 LAKE ORION MI	\$57.37
01/23/2025	01/22/2025	05436845023000345209401	DOLLAR TREE LAKE ORION MI	\$6.63
01/23/2025	01/22/2025	55310205023136153164016	DUNHAMS 046 LAKE ORION MI	\$21.19
01/23/2025	01/22/2025	57540245022744491535584	ADOBE *ADOBE 4085366000 CA	\$21.19
01/24/2025	01/23/2025	05416015023141008028201	WAL-MART #5893 NOVI MI	\$6.23
01/24/2025	01/23/2025	55446415023054498021944	EDS BROADWAY GIFT AND LAKE ORION MI	\$20.11
01/27/2025	01/23/2025	75369435024080500838643	313 PIZZA BAR LAKE ORION MI	\$814.00
01/27/2025	01/24/2025	85353355026503901875984	PAYPAL *NATL MAINST 3126105613 IL	\$105.00
01/27/2025	01/24/2025	85353355026503902452809	PAYPAL *NATL MAINST 3126105613 IL	\$115.00
01/28/2025	01/27/2025	55432865027201029515203	IN *CLEAR CUT ICE 248-9339913 MI	\$1,775.00
01/30/2025	01/29/2025	57540245029718535410148	VISTAPRINT 8662074955 MA	\$129.42
01/30/2025	01/29/2025	82305095029000038425754	ZOOM.COM 888-799-9666 SAN JOSE CA	\$159.90
01/31/2025	01/29/2025	05436845030200065934102	GFS STORE #1907 ROYAL OAK MI	\$152.81
			WESLEY A SANCHEZ - *6802	\$71

Post Date	Tran Date	Reference Number	Merchant Description	Amount
			PURCHASES	\$700.00
01/24/2025	01/23/2025	82711165024000002834894	WWW.MICHIGANCLERKS.ORG LANSING MI	\$700.00
			SONJA J STOUT - *5796	\$1,635.06
			PURCHASES	\$1,635.06
01/09/2025	01/08/2025	75306375009160201308501	MMTA MIKADO MI	\$599.00
01/09/2025	01/08/2025	82711165008000008612500	WWW.MICHIGANCLERKS.ORG LANSING MI	\$700.00
01/09/2025	01/08/2025	82711165009000001364124	WWW.MICHIGANCLERKS.ORG LANSING MI	\$100.00
01/09/2025	01/08/2025	82711165009000001482405	WWW.MICHIGANCLERKS.ORG LANSING MI	\$100.00
01/28/2025	01/27/2025	75456675027900019800069	PAKMAIL US488 LAKE ORION MI	\$43.34
01/30/2025	01/29/2025	75418235029220634701842	IONOS INC. CHESTERBROOK PA	\$92.72



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC Receive and file Invoice Distribution Report for February 11, 2025

RECOMMENDED MOTION: Receive and file the Invoice Distribution Report in the amount of \$3,751,396.20 of which \$23,847.64 are DDA bills for a net total of \$3,727,548.56.

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 02/04/2025 - 02/11/2025

POSTED AND UNPOSTED

OPEN AND PAID

Section 7, Item G.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 101 GENERAL FUND					
Department: 000 REVENUE					
101-000-222-100	DOG LICENSES JAN 2025	OAKLAND COUNTY ANIMAL CONT	DOG LICENSES JANUARY 2025	24.00	None
101-000-228-001	FICA w/H - Medicare	UNITED STATES TREASURY	FICA TAXES REVISED FOR JUNE/DECEMBER	42.40	None
101-000-228-002	FICA- Social Security with	UNITED STATES TREASURY	FICA TAXES REVISED FOR JUNE/DECEMBER	181.32	None
101-000-231-003	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	148.88	34237
101-000-232-000	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	310.40	34237
101-000-281-002	225 LAKE ST LOT SPLIT REVI	MCKENNA ASSOCIATES, INC.	SERVICES DEC 1-DEC 31 2024	500.00	None
101-000-281-002	LOT SPLIT REVIEW	NOWAK & FRAUS ENGINEERS	0558 225 LAKE STREET-LOT SPLIT	693.75	None
101-000-281-003	PENINSULA PRE CONSTRUCTION	MCKENNA ASSOCIATES, INC.	SERVICES DEC 1-DEC 31 2024	360.00	None
101-000-281-003	CONSTRUCTION PLAN REVIEW	NOWAK & FRAUS ENGINEERS	N808- PENNSULA CONDO THRU DEC 29 202	375.00	None
101-000-281-004	VLO 23-04 WEST VILLAGE PUD	MCKENNA ASSOCIATES, INC.	SERVICES DEC 1-DEC 31 2024	247.50	None
101-000-281-004	PUD REVIEW	NOWAK & FRAUS ENGINEERS	M900 FLATS AT WEST VILLAGE 55 ELIZABE	387.50	None
101-000-281-005	CONSTELLATION BAY	MCKENNA ASSOCIATES, INC.	SERVICES DEC 1-DEC 31 2024	157.50	None
101-000-281-005	CONSTRUCTION PLAN REVIEW/C	NOWAK & FRAUS ENGINEERS	N034 CONSTELLATION BAY THRU DEC 29 20	1,512.50	None
101-000-281-007	AS BUILT REVIEW	NOWAK & FRAUS ENGINEERS	M775 BLANCHE SIMS ELEMENTARY THRU DEC	150.00	None
101-000-281-012	EASEMENT REVIEW	NOWAK & FRAUS ENGINEERS	N035 MYSTIC COVE-THRU DEC 29 2024	293.75	None
Total Department 000 REVENUE				5,384.50	
Department: 171 VILLAGE MANAGER					
101-171-715-000	Social Security	UNITED STATES TREASURY	FICA TAXES REVISED FOR JUNE/DECEMBER	6.12	None
Total Department 171 VILLAGE MANAGER				6.12	
Department: 215 VILLAGE CLERK					
101-215-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	500.80	None
101-215-956-000	DEPUTY CLERK DUES LYNSEY	COMERICA BANK	CREDIT CARD-CLERK JANUARY	100.00	None
101-215-957-000	DEPUTY CLERK CONFERENCE LY	COMERICA BANK	CREDIT CARD-WES JANUARY	700.00	None
Total Department 215 VILLAGE CLERK				1,300.80	
Department: 228 Information Technology					
101-228-801-000	CLOUD DATA RECOVERY - 1875	VC3, INC.	MONTHLY INVOICES	173.00	None
101-228-801-000	OFFICE 365-187573	VC3, INC.	MONTHLY INVOICES	258.60	None
101-228-801-000	CEMETERY 1/1/25-1/1/26	BS&A SOFTWARE	ANNUAL BS&A COST CEMETERY	746.00	None
Total Department 228 Information Technology				1,177.60	
Department: 253 FINANCE TREASURY					
101-253-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	601.76	None
101-253-956-000	CLERK SONJA DUES	COMERICA BANK	CREDIT CARD-CLERK JANUARY	100.00	None
101-253-957-000	CLERKS CONFERENCE SONJA	COMERICA BANK	CREDIT CARD-CLERK JANUARY	700.00	None
101-253-957-000	TREASURERS CONFERENCE SONJ	COMERICA BANK	CREDIT CARD-CLERK JANUARY	599.00	None
Total Department 253 FINANCE TREASURY				2,000.76	
Department: 260 GENERAL ACTIVITIES					
101-260-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	385.76	None
101-260-727-000	VILLAGE WATER RENTAL	CRYSTAL WATER COMPANY	VILLAGE WATER FEBRUARY 2025	37.00	None
101-260-728-000	TOILET PAPER	AMAZON CAPITAL SERVICES	AMAZON SUPPLIES	60.52	None
101-260-729-000	POSTAGE	QUADIENT POSTAGE FUNDING	POSTAGE	555.92	None
101-260-823-000	IONOS INC CLOUD QUARTERLY	COMERICA BANK	CREDIT CARD-CLERK JANUARY	92.72	None
101-260-851-000	101-260-851-000 FEB5-MAR4	COMCAST CABLE	COMCAST ACCT # 8529 10 142 0017924	240.82	None
101-260-920-000	21 E CHURCH	DTE ENERGY	DTE BILL-JANUARY 2025	2,100.01	None
101-260-920-000	65 S PARK	DTE ENERGY	DTE BILL-JANUARY 2025	23.50	None
101-260-920-000	20 E SHADBOLT	DTE ENERGY	DTE BILL-JANUARY 2025	123.23	None
101-260-920-000	20 S WASHINGTON	DTE ENERGY	DTE BILL-JANUARY 2025	0.00	None

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 02/04/2025 - 02/11/2025

POSTED AND UNPOSTED
OPEN AND PAID

Section 7, Item G.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 101 GENERAL FUND					
Department: 260 GENERAL ACTIVITIES					
101-260-921-000	175 BELLEVUE	DTE ENERGY	DTE 175 BELLEVUE BRIDGE LIGHTING 12/2	18.46	None
101-260-930-000	LED LIGHT FIXTURE	LESLIE ELECTRIC COMPANY	INTERIOR LIGHTING	437.10	None
101-260-930-000	1/30/25	JACOB ECHTINAW	WINDOW CLEANING	100.00	None
101-260-930-000	MATS FOR VILLAGE OFFICE 2/	Darwe1 ENTERPRISES LLC	MONTHLY MAT RENTAL VILLAGE OFFICES	205.45	None
101-260-930-000	ACCT 28473094 VILLAGE MONT	ORKIN PEST CONTROL	MONTHLY PEST BILL FEBRUARY 2025	114.00	None
Total Department 260 GENERAL ACTIVITIES				4,494.49	
Department: 721 PLANNING AND ZONING					
101-721-829-000	PROFESSIONAL VIRTUAL HOURS	MCKENNA ASSOCIATES, INC.	SERVICES DEC 1-DEC 31 2024	900.00	None
101-721-829-000	PROFESSIONAL ON SITE HOURS	MCKENNA ASSOCIATES, INC.	SERVICES DEC 1-DEC 31 2024	2,880.00	None
101-721-829-000	ANNUAL REPORT AND WORK PLA	MCKENNA ASSOCIATES, INC.	SERVICES DEC 1-DEC 31 2024	90.00	None
101-721-832-001	PROJECT 24-004 LAKE ORION	MCKENNA ASSOCIATES, INC.	PROJECT 24-004 LAKE ORION STRATEGIC P	150.00	None
101-721-832-001	PROPERTY INVENTORY & MAPPI	MCKENNA ASSOCIATES, INC.	VILLAGE OWNED PROPERTY INVENTORY & MA	200.00	None
101-721-840-000	MONTHLY RETAINER	MCKENNA ASSOCIATES, INC.	SERVICES DEC 1-DEC 31 2024	1,750.00	None
Total Department 721 PLANNING AND ZONING				5,970.00	
Department: 751 PARKS AND RECREATION					
101-751-920-000	66 S PARK	DTE ENERGY	DTE BILL-JANUARY 2025	77.02	None
Total Department 751 PARKS AND RECREATION				77.02	
Department: 880 CONTRACT SERV - LEAGAL/ACCTING/ENGINEER					
101-880-805-000	20	ANDREWS HOOPER PAVLIC PLC	2024-2025 FINANCIAL AUDIT	302.00	None
101-880-806-000	M629 GENERAL ENGINEERING	NOWAK & FRAUS ENGINEERS	M629 GENERAL ENGINEERNIG SERVICES THR	350.00	None
101-880-811-000	101	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU JANUARY	5,321.50	None
101-880-811-000	FEES	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU JANUARY	160.22	None
Total Department 880 CONTRACT SERV - LEAGAL/ACCTING/ENGINEER				6,133.72	
Total Fund 101 GENERAL FUND				26,545.01	
Fund: 202 MAJOR STREET FUND					
Department: 000 REVENUE					
202-000-231-003	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	13.66	34237
202-000-232-000	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	52.36	34237
202-000-247-000	Remittance	BLUE CROSS BLUE SHIELD OF	Remittance Check	918.59	34238
Total Department 000 REVENUE				984.61	
Department: 260 GENERAL ACTIVITIES					
202-260-805-000	2	ANDREWS HOOPER PAVLIC PLC	2024-2025 FINANCIAL AUDIT	10.00	None
Total Department 260 GENERAL ACTIVITIES				10.00	
Department: 463 ROUTINE MAINTENANCE					
202-463-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	238.57	None
Total Department 463 ROUTINE MAINTENANCE				238.57	
Department: 474 TRAFFIC SERVICES					
202-474-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	89.46	None
202-474-801-000	MEMBERSHIP 2025	TRANSPORTATION IMPROVEMENT	MEMBERSHIP DUES 2025	1,183.00	None
Total Department 474 TRAFFIC SERVICES				1,272.46	
Department: 478 WINTER MAINTENANCE					
202-478-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	477.15	None
202-478-726-000	PLOW EDGE KIT 8'6"	BOSTICK TRUCK CENTER	CUTTING EDGE	690.00	None

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 02/04/2025 - 02/11/2025

POSTED AND UNPOSTED

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Section 7, Item G.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 202 MAJOR STREET FUND					
Department: 478 WINTER MAINTENANCE					
Total Department 478 WINTER MAINTENANCE				1,167.15	
Total Fund 202 MAJOR STREET FUND				<u>3,672.79</u>	
Fund: 203 LOCAL STREET FUND					
Department: 000 REVENUE					
203-000-231-003	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	16.34	34237
203-000-232-000	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	66.27	34237
203-000-247-000	Remittance	BLUE CROSS BLUE SHIELD OF	Remittance Check	1,048.67	34238
Total Department 000 REVENUE				<u>1,131.28</u>	
Department: 260 GENERAL ACTIVITIES					
203-260-805-000	2	ANDREWS HOOPER PAVLIC PLC	2024-2025 FINANCIAL AUDIT	10.00	None
Total Department 260 GENERAL ACTIVITIES				<u>10.00</u>	
Department: 463 ROUTINE MAINTENANCE					
203-463-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	447.32	None
Total Department 463 ROUTINE MAINTENANCE				<u>447.32</u>	
Department: 474 TRAFFIC SERVICES					
203-474-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	119.29	None
Total Department 474 TRAFFIC SERVICES				<u>119.29</u>	
Department: 478 WINTER MAINTENANCE					
203-478-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	566.61	None
203-478-726-000	NAC MM SLIDE	CHEMSEARCH	PLOW MAINTENANCE	345.00	None
203-478-726-000	ROAD SALT	DETROIT SALT COMPANY	ROAD SALT	2,782.19	None
203-478-726-000	ROCK SALT	DETROIT SALT COMPANY	ROAD SALT	2,911.57	None
203-478-726-000	16 IN SNOW SHOVEL	TRACTOR SUPPLY CO.	TRACTOR MAINTENANCE	19.99	None
203-478-726-000	XL ULTRA PUSHER 27 IN	TRACTOR SUPPLY CO.	TRACTOR MAINTENANCE	24.99	None
Total Department 478 WINTER MAINTENANCE				<u>6,650.35</u>	
Department: 875 CONSTRUCTION					
203-875-977-000	PROFESSIONAL SERVICES THRU	NOWAK & FRAUS ENGINEERS	M718 PARK AVENUE RTAINING WALL THRU D	437.50	None
203-875-977-000	LOCAL STREETS	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU JANUARY	0.00	None
Total Department 875 CONSTRUCTION				<u>437.50</u>	
Total Fund 203 LOCAL STREET FUND				<u>8,795.74</u>	
Fund: 207 POLICE FUND					
Department: 000 REVENUE					
207-000-228-001	FICA w/H - Medicare	UNITED STATES TREASURY	FICA TAXES REVISED FOR JUNE/DECEMBER	12.02	None
207-000-228-002	FICA- Social Security with	UNITED STATES TREASURY	FICA TAXES REVISED FOR JUNE/DECEMBER	51.42	None
207-000-232-000	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	413.47	34237
Total Department 000 REVENUE				<u>476.91</u>	
Department: 301 POLICE/SHERIFF/CONSTABLE					
207-301-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	2,244.57	None
207-301-740-000	100 FOOT CAT6 CABLE FOR EV	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES - POLICE	64.62	None
207-301-740-000	AXON - TASER BATTERIES	COMERICA BANK	CREDIT CARD- POLICE FEBRUARY 2025	192.00	None
207-301-801-000	MICROSOFT 365 POLICE - JAN	VC3, INC.	MICROSOFT 365 POLICE - JANUARY	218.50	None
207-301-801-000	LABOR AND EMPLOYMENT	BEIER HOWLETT, P.C.	LABOR AND EMPLOYMENT MATTERS	189.75	None
207-301-801-000	40 HRS AT \$15.28 HOURLY RA	LAKE ORION COMMUNITY SCHOO	CROSSING GUARD BILLING 2024-2025 BLAN	1,650.24	None

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 02/04/2025 - 02/11/2025

POSTED AND UNPOSTED

OPEN AND PAID

Section 7, Item G.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 207 POLICE FUND					
Department: 301 POLICE/SHERIFF/CONSTABLE					
207-301-801-000	RETIREMENT (31.34%)	LAKE ORION COMMUNITY SCHOO	CROSSING GUARD BILLING 2024-2025 BLAN	517.52	None
207-301-801-000	FICA (7.65%)	LAKE ORION COMMUNITY SCHOO	CROSSING GUARD BILLING 2024-2025 BLAN	126.24	None
207-301-802-000	POLICE	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU JANUARY	1,633.50	None
207-301-802-000	PROSECUTIONS	BEIER HOWLETT, P.C.	PROSECUTIONS-SERVICES THRU JANUARY 31	4,451.00	None
207-301-804-000	SHERIFF DISPATCH SERVICES	OAKLAND COUNTY TREASURER	SHERIFF DISPATCH SERVICES INVOICE DAT	3,840.00	None
207-301-805-000	9	ANDREWS HOOPER PAVLIC PLC	2024-2025 FINANCIAL AUDIT	33.00	None
207-301-807-000	MEMBERSHIP USAGE FEE OCT-D	OAKLAND COUNTY TREASURER	CLEMIS MEMBERSHIP INVOICE # CI052651	424.00	None
207-301-807-000	MDC PARTICIPATION FEE OCT-	OAKLAND COUNTY TREASURER	CLEMIS MEMBERSHIP INVOICE # CI052651	1,094.00	None
207-301-807-000	LIVESCAN JAN-MAR 2025	OAKLAND COUNTY TREASURER	CLEMIS MEMBERSHIP INVOICE # CI052651	720.00	None
207-301-807-000	MUG CAPTURE STN MAINT JAN-	OAKLAND COUNTY TREASURER	CLEMIS MEMBERSHIP INVOICE # CI052651	1,000.00	None
207-301-851-000	POLICE PHONES	AT&T MOBILITY	DPW/POLICE/PARKING PHONES - JANUARY 2	44.60	None
207-301-851-000	207-301-851-000 FEB5-MAR4	COMCAST CABLE	COMCAST ACCT # 8529 10 142 0017924	240.81	None
207-301-865-000	POLICE	ROAD COMMISSION FOR OAKLAND	FUEL FOR DPW & POLICE DECEMBER 2024	737.05	None
207-301-932-000	OIL CHANGE / WIPERS / TP	SKALNEK FORD	POLICE VEHICLE 504 OIL CHANGE / MAIN	233.57	None
207-301-956-000	IACP - MEMBERSHIP ANNUAL	COMERICA BANK	CREDIT CARD- POLICE FEBRUARY 2025	270.00	None
207-301-957-000	MACP - CHIEFS CONFERENCE	COMERICA BANK	CREDIT CARD- POLICE FEBRUARY 2025	280.00	None
Total Department 301 POLICE/SHERIFF/CONSTABLE				20,204.97	
Total Fund 207 POLICE FUND				20,681.88	
Fund: 225 DEPT OF PUBLIC WORKS FUND					
Department: 000 REVENUE					
225-000-231-003	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	50.04	34237
225-000-232-000	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	228.95	34237
225-000-247-000	Remittance	BLUE CROSS BLUE SHIELD OF	Remittance Check	3,867.82	34238
Total Department 000 REVENUE				4,146.81	
Department: 441 DEPARTMENT OF PUBLIC WORKS					
225-441-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	149.11	None
225-441-740-000	HDX PAPER TOWEL	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES	44.00	None
225-441-740-000	TITANIUM EXTRACTOR SET	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES	9.97	None
225-441-740-000	TOILET BRUSH	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES	16.97	None
225-441-740-000	BROWN JERSEY GLOVES	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES	19.71	None
225-441-740-000	SB COPPER PAD	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES	3.28	None
225-441-740-000	HEAVY DUTY SCRUB SPONGE	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES	3.98	None
225-441-740-000	CLOROX BLEACH	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES	33.52	None
225-441-740-000	TIDE PODS	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES	19.97	None
225-441-740-000	CLRX DISINFECTANT WIPES	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES	11.98	None
225-441-740-000	16 OZ PROTECTANT	O'REILLY AUTOMOTIVE, INC.	SUPPLIES	18.98	None
225-441-740-000	T664 INK	AMAZON CAPITAL SERVICES	PRINTER INK	14.88	None
225-441-740-000	5 MIL NITRILE GLOVE	HARBOR FREIGHT	GLOVES AND SHOE COVERS	11.99	None
225-441-740-000	DISPOSABLE SHOE COVERS	HARBOR FREIGHT	GLOVES AND SHOE COVERS	9.99	None
225-441-740-000	WORK GLOVE XL	HARBOR FREIGHT	PIPE THREADER AND GLOVES	5.99	None
225-441-740-000	7 MIL NITRILE GLOVE	HARBOR FREIGHT	PIPE THREADER AND GLOVES	27.98	None
225-441-740-000	WIRE LOCK PIN	TRACTOR SUPPLY CO.	SUPPLIES	3.79	None
225-441-740-000	12 PAIR DIPPED GLOVES	HOME DEPOT - LAKE ORION	WORK GLOVES	9.88	None
225-441-740-000	S-BINER #2	GREAT LAKES ACE HARDWARE	S-BINER	4.36	None
225-441-741-000	PIPE THREAD KIT	HARBOR FREIGHT	PIPE THREADER AND GLOVES	32.98	None
225-441-741-000	BOOT SCRAPER	HOME DEPOT - LAKE ORION	WORK GLOVES	10.88	None
225-441-741-000	1/2 MILWAUKEE M18 IMPACT W	HOME DEPOT - LAKE ORION	REPLACEMENT TOOL	299.00	None

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 02/04/2025 - 02/11/2025

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Section 7, Item G.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 225 DEPT OF PUBLIC WORKS FUND					
Department: 441 DEPARTMENT OF PUBLIC WORKS					
225-441-805-000	6	ANDREWS HOOPER PAVLIC PLC	2024-2025 FINANCIAL AUDIT	30.00	None
225-441-820-000	SUPPORT INSOLES	TRACTOR SUPPLY CO.	SUPPLIES	17.99	None
225-441-821-000	UNIFORM CLEANING 139034614	UniFIRST	UNIFORM CLEANING	107.44	None
225-441-821-000	UNIFORM CLEANING 139034773	UniFIRST	UNIFORM CLEANING	123.91	None
225-441-851-000	DPW PHONES	AT&T MOBILITY	DPW/POLICE/PARKING PHONES - JANUARY 2	142.20	None
225-441-851-000	JAN 21-FEB 20	AT&T MOBILITY	DPW PHONES/TABLET ACCT # 287283687328	171.00	None
225-441-865-000	DPW	ROAD COMMISSON FOR OAKLAND	FUEL FOR DPW & POLICE DECEMBER 2024	306.01	None
225-441-920-000	362 CASS	DTE ENERGY	DTE BILL-JANUARY 2025	471.82	None
225-441-920-000	333 CASS	DTE ENERGY	DTE BILL-JANUARY 2025	51.77	None
225-441-930-000	CNL TRAP	TRACTOR SUPPLY CO.	LIVE TRAP	43.98	None
225-441-930-000	ANNUAL EXTINGUISHER INSPECT	PATRIOT FIRE EXTINGUISHERS	FIRE EXTINGUISHER INSPECTION DPW	200.90	None
225-441-930-000	GLASS CLEANER	O'REILLY AUTOMOTIVE, INC.	SUPPLIES	13.98	None
225-441-930-000	SOLID AIR FRESHNER	GREAT LAKES ACE HARDWARE	SUPPLIES	6.64	None
225-441-930-000	CITRIS AIR FRESHNER	GREAT LAKES ACE HARDWARE	SUPPLIES	6.64	None
225-441-931-000	HYDRAULIC HOSE	EXOTIC AUTOMATION & SUPPLY	HYDRAULIC HOSE	127.26	None
225-441-931-000	MC53RS MARKER LIGHT	O'REILLY AUTOMOTIVE, INC.	PLOW MARKERS	8.14	None
225-441-931-000	MCL56RK MARKER LIGHT	O'REILLY AUTOMOTIVE, INC.	PLOW MARKERS	27.16	None
225-441-931-000	BACKHOE REPAIR REPLACE DEF	AIS CONSTRUCTION EQUIP.	BACKHOE REPAIR DEF PUMP REPLACEMENT	1,153.75	None
225-441-931-000	MARKERS	O'REILLY AUTOMOTIVE, INC.	PLOW MARKERS	74.48	None
225-441-931-000	BATTERY	O'REILLY AUTOMOTIVE, INC.	BATTERY	144.52	None
225-441-931-000	RAIN CAP 2 1/4 IN	TRACTOR SUPPLY CO.	TRACTOR MAINTENANCE	11.99	None
225-441-932-000	BLOWER MOTOR	O'REILLY AUTOMOTIVE, INC.	HEATER REPAIR	61.60	None
225-441-932-000	BLOWER RESISTOR	O'REILLY AUTOMOTIVE, INC.	HEATER REPAIR	62.84	None
225-441-932-000	USED OIL DISPOSAL	SAFETY-KLEEN SYSTEMS INC	USED OIL DISPOSAL	202.50	None
225-441-932-000	CAR WASH SOAP	O'REILLY AUTOMOTIVE, INC.	VEHICLE MAINTENANCE	19.98	None
225-441-932-000	MARKER LIGHTS	O'REILLY AUTOMOTIVE, INC.	MARKER LIGHTS	8.14	None
225-441-932-000	MARKER LIGHTS	O'REILLY AUTOMOTIVE, INC.	MARKER LIGHTS	27.16	None
Total Department 441 DEPARTMENT OF PUBLIC WORKS				4,386.99	
Total Fund 225 DEPT OF PUBLIC WORKS FUND				8,533.80	
Fund: 231 PARKING METER/SYSTEM FUND					
Department: 333 PARKING					
231-333-851-000	PARKING	AT&T MOBILITY	DPW/POLICE/PARKING PHONES - JANUARY 2	89.20	None
Total Department 333 PARKING				89.20	
Total Fund 231 PARKING METER/SYSTEM FUND				89.20	
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Department: 000 REVENUE					
248-000-228-001	FICA w/H - Medicare	UNITED STATES TREASURY	FICA TAXES REVISED FOR JUNE/DECEMBER	14.04	None
248-000-228-002	FICA- Social Security with	UNITED STATES TREASURY	FICA TAXES REVISED FOR JUNE/DECEMBER	60.04	None
248-000-232-000	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	149.90	34237
Total Department 000 REVENUE				223.98	
Department: 260 GENERAL ACTIVITIES					
248-260-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	546.16	None
248-260-801-000	DDA	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU JANUARY	0.00	None
248-260-805-000	Audit Fees	ANDREWS HOOPER PAVLIC PLC	2024-2025 FINANCIAL AUDIT	0.00	None
248-260-823-000	FLOWCODE BC2953D1-0034	COMERICA BANK	JAN CREDIT CARD - DDA	9.95	None
248-260-823-000	SNAP RETAIL - #18022	COMERICA BANK	JAN CREDIT CARD - DDA	65.00	None

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Section 7, Item G.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Department: 260 GENERAL ACTIVITIES					
248-260-823-000	CLICKUP # T9009138990	COMERICA BANK	JAN CREDIT CARD - DDA	57.00	None
248-260-823-000	IONOS # 202053310625	COMERICA BANK	JAN CREDIT CARD - DDA	25.00	None
248-260-823-000	ADOBE 2993824529	COMERICA BANK	JAN CREDIT CARD - DDA	21.19	None
248-260-823-000	ZOOM - 29*0916040	COMERICA BANK	JAN CREDIT CARD - DDA	159.90	None
248-260-851-000	MISWITCH BILL # 734847	COMERICA BANK	JAN CREDIT CARD - DDA	90.28	None
248-260-920-000	ACCT 910018071993 - 165 S	DTE ENERGY	UTIIIIITIES	27.53	None
248-260-920-000	ACCT910018071613 - 118 N B	DTE ENERGY	UTIIIIITIES	87.87	None
248-260-920-000	ACCT 920009543389 - 90 S A	DTE ENERGY	UTIIIIITIES	467.01	None
248-260-942-000	OFFICE DEPOT - SUPPLIES	COMERICA BANK	JAN CREDIT CARD - DDA	3.38	None
248-260-942-000	OFFICE DEPOT - SUPPLIES	COMERICA BANK	JAN CREDIT CARD - DDA	92.09	None
248-260-942-000	VISTA PRINT - SUPPLIES	COMERICA BANK	JAN CREDIT CARD - DDA	129.42	None
248-260-942-000	INV 2829 OFFICE CLEANING	CARPET SHINE		375.00	None
248-260-942-000	DAR WEL INV 93312	Darwe1 ENTERPRISES LLC	FLOOR MATS - 118 N BROADWAY	24.65	None
248-260-942-000	FIRE EXT INSP - 25-0044	PATRIOT FIRE EXTINGUISHERS	FIRE EXT INSPECTION	113.95	None
248-260-942-000	AMZN INV 19J9-DFV7-TMC7 -	AMAZON CAPITAL SERVICES	OFFICE/ EVENT SUPPLIES	101.37	None
248-260-957-000	BEAN TO GO - BRD TRAINING	COMERICA BANK	JAN CREDIT CARD - DDA	127.99	None
248-260-957-000	BEAN TO GO - BRD TRAINING	COMERICA BANK	JAN CREDIT CARD - DDA	38.16	None
248-260-957-000	IRISH TAVERN - BRD TRAININ	COMERICA BANK	JAN CREDIT CARD - DDA	230.03	None
248-260-957-000	PAYPAL - MAIN STREET 12350	COMERICA BANK	JAN CREDIT CARD - DDA	105.00	None
248-260-957-000	PAYPAL MAIN STREET 2U2765	COMERICA BANK	JAN CREDIT CARD - DDA	115.00	None
Total Department 260 GENERAL ACTIVITIES				3,012.93	
Department: 725 ORGANIZATION					
248-725-824-000	ETSY - VOLUNTEER AWARDS	COMERICA BANK	JAN CREDIT CARD - DDA	238.50	None
248-725-824-000	DOLLAR TREE - VOLUNTEER AW	COMERICA BANK	JAN CREDIT CARD - DDA	6.63	None
248-725-824-000	DUNHAMS - VOLUNTEER AWARD	COMERICA BANK	JAN CREDIT CARD - DDA	21.19	None
248-725-824-000	WALMART - VOLUNTEER AWARD	COMERICA BANK	JAN CREDIT CARD - DDA	6.23	None
248-725-824-000	EDS BROADWAY - VOLUNTEER A	COMERICA BANK	JAN CREDIT CARD - DDA	20.11	None
248-725-824-000	CLAW HAMMER WOOD	MATTHEW GIBB	MISC REIMBURSEMENT	10.59	None
248-725-825-000	GIFT CERTIFICATE REDEMPTIO	SAGEBRUSH CANTINA	GIFT CERTIFICATE REDEMPTION	2,545.00	None
248-725-825-000	OCMAINSTREET REFUND	COMERICA BANK	JAN CREDIT CARD - DDA	36.00	None
Total Department 725 ORGANIZATION				2,884.25	
Department: 726 DESIGN					
248-726-745-000	1/7/25 DDA TRASHBAGS	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES	89.91	None
248-726-745-000	GREAT LAKES ACE	COMERICA BANK	JAN CREDIT CARD - DDA	77.00	None
Total Department 726 DESIGN				166.91	
Department: 728 ECONOMIC DEVELOPMENT					
248-728-862-000	UPS - COPIES	COMERICA BANK	JAN CREDIT CARD - DDA	57.37	None
Total Department 728 ECONOMIC DEVELOPMENT				57.37	
Department: 729 PROMOTION					
248-729-880-015	313 PIZZA - AWARDS NIGHT	COMERICA BANK	JAN CREDIT CARD - DDA	814.00	None
248-729-880-015	CLEAR CUT ICE	COMERICA BANK	JAN CREDIT CARD - DDA	1,775.00	None
248-729-880-015	GFS - ICE FEST	COMERICA BANK	JAN CREDIT CARD - DDA	152.81	None
248-729-880-015	TANK EXCHANGE	MATTHEW GIBB	MISC REIMBURSEMENT	42.38	None
248-729-880-015	POWER INVERTER	MATTHEW GIBB	MISC REIMBURSEMENT	31.47	None
248-729-880-015	AMZN 1P9G-76DX-1HNW - ICE	AMAZON CAPITAL SERVICES	OFFICE/ EVENT SUPPLIES	235.92	None
Total Department 729 PROMOTION				3,051.58	

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Section 7, Item G.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND				9,397.02	
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023					
Department: 901 905					
301-901-950-000	LUMBERYARD SHOVEL, RESETTA MATTHEW GIBB		MISC REIMBURSEMENT	50.62	None
301-901-950-000	INV 24-0046 BOARD APPROVED TBD CONSTRUCTION SERVICES, APPROVED CHANGE ORDER			14,400.00	None
Total Department 901 905				14,450.62	
Total Fund 301 DOWNTOWN DEV BOND PROJECT 2023				14,450.62	
Fund: 490 SEWER CAPITAL IMPROVEMENT FUND					
Department: 548 SEWER ACTIVITIES					
490-548-801-000	INVOICE 5016	BENDZINSKI & CO.	SEWER BOND FINANCIAL ADVISOR/MAC FEE/	27,450.00	34233
490-548-801-000	INVOICE 4978	BENDZINSKI & CO.	SEWER BOND FINANCIAL ADVISOR/MAC FEE/	2,000.00	34233
490-548-801-000	INVOICE 11488340	S&P GLOBAL RATINGS	SANITARY SEWER BOND RATING AGENCY FEE	21,000.00	34236
490-548-801-000	INVOICE 1684020	MILLER, CANFIELD, PADDOCK	SANITARY SEWER BOND COUNSEL	32,500.00	34234
490-548-801-000	INVOICE 2198	MUNIPLATFORM	SANITARY SEWER BOND POS/OFFICIAL STAT	750.00	34235
490-548-801-000	INVOICE ADV14856	ARIZENT	SANITARY SEWER BOND LEGAL ADVERTISING	1,535.00	34232
490-548-801-000	PAKMAIL BOND MAILING DOCS	COMERICA BANK	CREDIT CARD-CLERK JANUARY	43.34	None
490-548-801-000	ACC# 3584332107	HUNTINGTON NATIONAL BANK	ADMIN FEE-ANNUAL 1/1/25-1/1/26; ACCT	500.00	None
490-548-975-000	INVOICE # CI053351	OAKLAND COUNTY DRAIN COMMI	WRC-LIFT STATIONS PHASE 1 INVOICE # C	3,498,000.00	None
Total Department 548 SEWER ACTIVITIES				3,583,778.34	
Total Fund 490 SEWER CAPITAL IMPROVEMENT FUND				3,583,778.34	
Fund: 592 WATER AND SEWER FUND					
Department: 000 REVENUE					
592-000-231-003	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	7.25	34237
592-000-232-000	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	44.49	34237
592-000-247-000	Remittance	BLUE CROSS BLUE SHIELD OF	Remittance Check	442.15	34238
Total Department 000 REVENUE				493.89	
Department: 260 GENERAL ACTIVITIES					
592-260-805-000	23	ANDREWS HOOPER PAVLIC PLC	2024-2025 FINANCIAL AUDIT	115.00	None
Total Department 260 GENERAL ACTIVITIES				115.00	
Department: 548 SEWER ACTIVITIES					
592-548-801-000	DWSRF/CWSRF GRANT WRITING	NOWAK & FRAUS ENGINEERS	M809- GRANT ASSISTANCE/GRANT WRITING	218.75	None
592-548-975-001	SENIOR PROJECT MGR	NOWAK & FRAUS ENGINEERS	N434 SANITARY SEWER PUMP STATION THRU	437.50	None
592-548-992-000	PRINCIPAL 2010A	OAKLAND COUNTY TREASURER	WRC DEBT SERVICES INVOICE #CI053233 I	9,322.92	None
592-548-992-000	FEES 2014A/2019A/2019B	OAKLAND COUNTY TREASURER	WRC DEBT SERVICES INVOICE #CI053233 I	5.90	None
592-548-992-000	PRINCIPAL 2015	OAKLAND COUNTY TREASURER	WRC DEBT SERVICES INVOICE #CI053233 I	6,309.64	None
592-548-992-000	PRINCIPAL 2019A	OAKLAND COUNTY TREASURER	WRC DEBT SERVICES INVOICE #CI053233 I	2,743.98	None
592-548-995-000	INTEREST 2010A	OAKLAND COUNTY TREASURER	WRC DEBT SERVICES INVOICE #CI053233 I	879.40	None
592-548-995-000	INTEREST 2011	OAKLAND COUNTY TREASURER	WRC DEBT SERVICES INVOICE #CI053233 I	1,324.24	None
592-548-995-000	INTEREST 2013A	OAKLAND COUNTY TREASURER	WRC DEBT SERVICES INVOICE #CI053233 I	2,484.47	None
592-548-995-000	INTEREST 2014A	OAKLAND COUNTY TREASURER	WRC DEBT SERVICES INVOICE #CI053233 I	568.22	None
592-548-995-000	INTEREST 2015	OAKLAND COUNTY TREASURER	WRC DEBT SERVICES INVOICE #CI053233 I	1,088.61	None
592-548-995-000	INTEREST 2019A	OAKLAND COUNTY TREASURER	WRC DEBT SERVICES INVOICE #CI053233 I	167.28	None
592-548-995-000	INTEREST 2019B	OAKLAND COUNTY TREASURER	WRC DEBT SERVICES INVOICE #CI053233 I	30.83	None
Total Department 548 SEWER ACTIVITIES				25,581.74	
Department: 556 WATER ACTIVITIES					

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Fund: 592 WATER AND SEWER FUND					
Department: 556 WATER ACTIVITIES					
592-556-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS JANUARY	894.65	None
592-556-726-000	R900 WALL MIU	FERGUSON WATERWORKS #3386	R900 WALL MIU	1,760.76	None
592-556-745-000	SCH1-00000-EAST-01	CHARTER TOWNSHIP OF ORION	WATER/SEWER BILL JANUARY	35,590.45	None
592-556-745-000	LAP1-000000-SOUT-01 S LAPE	CHARTER TOWNSHIP OF ORION	WATER/SEWER BILL JANUARY	8,433.25	None
592-556-745-000	LAP2-000000-NORT-02 N LAPE	CHARTER TOWNSHIP OF ORION	WATER/SEWER BILL JANUARY	619.15	None
592-556-813-000	SEWER	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU JANUARY	49.50	None
Total Department 556 WATER ACTIVITIES				47,347.76	
Total Fund 592 WATER AND SEWER FUND				73,538.39	
Fund: 701 ESCROW					
Department: 000 REVENUE					
701-000-675-000	10/1/24-12/31/24	O. C. C. C. C.	FRANCHISE/PEG FEES FROM DIRECT LLC	1,913.41	None
Total Department 000 REVENUE				1,913.41	
Total Fund 701 ESCROW				1,913.41	

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY FUND ---					
101			GENERAL FUND	26,545.01	
202			MAJOR STREET FUND	3,672.79	
203			LOCAL STREET FUND	8,795.74	
207			POLICE FUND	20,681.88	
225			DEPT OF PUBLIC WORKS FUND	8,533.80	
231			PARKING METER/SYSTEM FUND	89.20	
248			DOWNTOWN DEVELOPMENT AUTHORITY FUND	9,397.02	
301			DOWNTOWN DEV BOND PROJECT 2023	14,450.62	
490			SEWER CAPITAL IMPROVEMENT FUND	3,583,778.34	
592			WATER AND SEWER FUND	73,538.39	
701			ESCROW	1,913.41	
			Total For All Funds:	<u>3,751,396.20</u>	



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC: Receive and File of Planning Commission Regular Meeting Minutes of January 6, 2025

RECOMMENDED MOTION: To receive and file the January 6, 2025 Planning Commission Regular Meeting Minutes, as presented.



MINUTES

REGULAR MEETING OF THE PLANNING COMMISSION

Monday, January 6, 2025

6:30 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The Monday, January 6, 2025 Regular Meeting of the Lake Orion Planning Commission was called to order by Secretary Lorant at 6:45 p.m.

2. Pledge of Allegiance

3. Roll Call and Determination of Quorum

PRESENT

- Secretary Henry Lorant
- Commissioner Teresa Rutt
- Commissioner Larry Dunn
- Commissioner Edward Sabol
- Commissioner/Administrative Official Darwin McClary

ABSENT

- Chairperson James Zsenyuk
- Commissioner Michael Lamb

STAFF PRESENT

- Planning and Zoning Coordinator Gage Belko
- Recording Secretary Danielle Smith

4. Approval of Agenda

Commissioner Rutt moved, Commissioner Dunn seconded, to approve the agenda for the January 6, 2025 Planning Commission Regular Meeting.

AYES: Rutt, Dunn, Lorant, McClary, Sabol

NAYS: None

ABSENT: Zsenyuk, Lamb

MOTION: Carried

5. Approval of Minutes

A. Approval of December 2, 2024 Planning Commission Regular Meeting Minutes

Commissioner Sabol moved, Commissioner McClary seconded, to approve the December 2, 2024 Planning Commission Regular Meeting Minutes as presented.

AYES: Rutt, Dunn, Lorant, McClary, Sabol

NAYS: None

ABSENT: Zsenyuk, Lamb

MOTION: Carried

6. Public Comments on Non-Agenda Items Only

None.

7. Public Hearing

None.

8. Old Business

None.

9. New Business

A. Special Election for Planning Commission Vice Chairperson

According to the bylaws and rules of procedure, the Planning Commission is responsible for electing its officers (chairperson, vice chairperson and secretary) from among its members. The Commission may also create and fill other offices as deemed necessary. With the former vice chairperson, George Dandalides, now serving on the Village Council, the vice chairperson position is vacant.

The current officers of the Planning Commission are:

- Chairperson: James Zsenyuk
- Vice Chairperson: Vacant
- Secretary: Henry Lorant

Commissioner McClary moved, Commissioner Rutt seconded, to elect Commissioner Sabol as vice chairperson of the Planning Commission, with a term expiring on April 30, 2025, with the opportunity for re-election, and the position to be elected annually at the first regular meeting in May, with the vice chairperson holding office until a successor is elected and assumes office.

AYES: Rutt, Dunn, Lorant, McClary, Sabol

NAYS: None

ABSENT: Zsenyuk, Lamb

MOTION: Carried

B. 225 Lake Street Lot Split Review

West Harbor Orion, LLC – a subsidiary of Mocerri Companies – is the applicant for the proposed lot split for an anticipated site condominium project, which is expected to consist of two (2) detached single-family units on a site that currently contains a single parcel. The applicant is taking the first step to split the lot into two (2) roughly equal parcels. The Planning Commission must review and submit a recommendation to the Village Council, which has the final authority

to approve all lot splits, including subdivisions and condominiums. All condominium projects require site plan review. For West Harbor Orion, this will occur separately from the lot split once development plans are in place.

Planner Belko reviewed the following:

- Letter dated 12/30/2024 from McKenna
- Letter dated 12/23/2024 from Nowak & Fraus Engineers
- Letter dated 12/16/2024 from Giffels – Webster

Dominic Mocerri, Mocerri Homes, was available to answer questions from the Commission.

After Planner Belko’s review, Mr. Mocerri clarified that the proposed lot split would be for two single-family homes, not a site condominium as mentioned during the review.

Commissioner McClary asked for confirmation that the type of ownership for the property in question does not matter since the lot split would meet zoning requirements. Planner Belko confirmed that is correct.

Commissioner McClary moved, Commissioner Dunn seconded, to recommend to Village Council approval of the proposed lot split of Parcel 09-02-458-014, also known as 225 Lake St., with the conditions listed in the Village Planner’s report dated December 30, 2024.

AYES: Rutt, Dunn, Lorant, McClary, Sabol

NAYS: None

ABSENT: Zsenyuk, Lamb

MOTION: Carried

C. Master Plan Amendment – Strategic Action Plan Update and Draft Review

In early 2024, McKenna was authorized to prepare an amendment to the Village Master Plan (2002-2022), as amended, to incorporate a strategic action plan, including updated goals and objectives and an implementation matrix. The project was proposed in three phases:

- Phase I: Analyze and Synthesize
- Phase II: Critical Feedback
- Phase III: Adoption

McKenna has provided a status update and a draft of the strategic action plan for review and discussion.

Planner Belko was available to answer any questions from the Commission.

Commissioner McClary asked Planner Belko if it would be beneficial to have the commissioners submit their feedback to Planner Belko, so he can consolidate and present the Commission’s feedback at a later meeting. Planner Belko asked the Commission to please submit their feedback to him in the next two weeks.

Commissioner McClary asked Planner Belko if he was going to consult with Village and DDA staff when updating certain items in the strategic action plan. Planner Belko confirmed he would consult with others within the Village government.

Commissioner Dunn agreed with Commissioner McClary regarding sending feedback to Planner Belko.

Commissioner Dunn believes enforcement is one of the community's weaknesses. He stated the standards and guidelines dictating how the community should be maintained need to be upheld in order to reduce the amount of deterioration and maintain the integrity of properties.

Commissioner McClary shared that some of the concerns Commissioner Dunn mentioned regarding an email the Commission received related to gentrification were already addressed via the goals and objectives outlined in the portion of the strategic action plan draft addressing affordable housing concerns.

Commissioner McClary requested that the color and font be changed under the public engagement summary in the master plan. Planner Belko stated the public engagement summary hasn't happened yet, which is why that section isn't readable.

Commissioner McClary stated Objective 1D discussing reinvestment in single-family residential housing was part of the 2002 Master Plan. He believes that particular objective is no longer relevant.

Commissioner Dunn asked if Objective 2B -- an incentive program to aid in preserving and enhancing the facades of buildings in the downtown area -- should read "continue and communicate." Commissioner Dunn asked if it was widely known that there is an incentive program.

Commissioner Rutt stated there are facade grants through the DDA and three were recently awarded.

Commissioner McClary shared that Objective 2F discusses establishing a Brownfield redevelopment authority. He inquired as to why a local authority would need to be created when Oakland County's Brownfield redevelopment authority could be utilized. He believes it would be more efficient to utilize Oakland County as opposed to creating a local authority.

Commissioner McClary stated that the Village works with the Clinton River Watershed Council regarding Objective 3C -- adopting and implementing a stormwater management plan.

Commissioner McClary pointed out a typographical error in item 4D.

Commissioner Dunn would like to see a focus on accessibility included in Objective 4A.

Commissioner Rutt inquired as to whether there is any consideration for sustainability regarding building practices, designs, land energy or parking when planning for the future. Planner Belko said that could be explored.

Commissioner McClary shared there was no mention of solar energy development. He would like to see this subject incorporated in the zoning code, so residents could install solar panels on their homes. Commissioner McClary encourages the Village to explore the possibility of having solar energy power public facilities.

Commissioner McClary moved, Commissioner Rutt seconded, to direct the Village Planning Consultant to incorporate feedback received at tonight’s meeting of the Planning Commission into a revised draft of the Master Plan Strategic Action Plan and to place the revised draft on the agenda of the next regular meeting of the Planning Commission.

- AYES:** Rutt, Dunn, Lorant, McClary, Sabol
- NAYS:** None
- ABSENT:** Zsenyuk, Lamb
- MOTION:** Carried

D. Planning Commission 2024 Annual Report and 2025 Work Plan

Pursuant to Section 19 of the Michigan Planning Enabling Act, the Planning Commission is required to prepare and submit a summary of the previous year’s activities and anticipated work plan to the Village Council. McKenna has compiled this report on behalf of the Planning Commission, which is attached for review and discussion.

Planner Belko reviewed the projects and cases that came before the Planning Commission and Board of Zoning Appeals in 2024.

Commissioner Rutt pointed out an error on page 72 under Zoning Ordinance/Map Amendments. The description for 315 N. Lapeer did not match what Planner Belko was discussing. Planner Belko thanked Commissioner Rutt for identifying the error and said he would make the correction before the report is sent to Village Council.

Commissioner McClary moved, Commissioner Rutt seconded, to approve the Planning Commission 2024 Annual Report and 2025 Work Plan with the changes recommended tonight and submit to the Village Council.

- AYES:** Rutt, Dunn, Lorant, McClary, Sabol
- NAYS:** None
- ABSENT:** Zsenyuk, Lamb
- MOTION:** Carried

10. Commissioners' Comments Regarding Planning and Zoning Matters

Commissioner Dunn said Planner Belko did a nice job with his presentations this evening. Mr. Dunn also wished everyone a Happy New Year and congratulated Commissioner Sabol on his appointment as vice chairperson.

Commissioner McClary shared Village Council is holding a series of work sessions this month. Those sessions include development and adoption of the capital improvement plan and development of the comprehensive sidewalk improvement program. Mr. McClary also congratulated Commissioner Rutt and the rest of the Village Council members for their hard work.

Commissioner Sabol thanked everyone for their support in appointing him as vice chairperson.

Secretary Lorant stated Planner Belko did a great job and provided great feedback regarding tonight's agenda items.

11. Next Regular Meeting – February 3, 2025

12. Adjournment

Commissioner Sabol moved, Commissioner Rutt seconded, to adjourn the meeting at 7:48 p.m.

- AYES:** Rutt, Dunn, Lorant, McClary, Sabol
- NAYS:** None
- ABSENT:** Zsenyuk, Lamb
- MOTION:** Carried

Henry Lorant
Secretary

Sonja Stout
Clerk/Treasurer

Danielle Smith
Recording Secretary

Date Approved: February 3, 2025



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC: Receive and File DDA Special Meeting Minutes of December 2, 2024

RECOMMENDED MOTION: To receive and file the December 2, 2024 Downtown Development Authority Board Special Meeting Minutes, as presented.



MINUTES

SPECIAL MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Monday, December 02, 2024

5:00 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The Monday, December 2, 2024, Special Meeting of the Lake Orion Downtown Development Authority Board of Directors was called to order in the Lake Orion Village Hall Council Chambers located in the 21 East Church Street, Lake Orion, MI 48362 by Treasurer Matthew Shell at 5:01 PM.

2. Roll Call and Determination of Quorum

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

STAFF PRESENT:

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

3. Temporary Chair of Meeting

Treasurer Matthew Shell requested to be temporary chair of the meeting due to Chairperson Debbie Burgess' absence. It was moved by Chris Barnett, board member, and seconded by Hank Lorant, Secretary. Ayes: Caruso, Shell, Lorant, Barnett, Coe, Medina, and Rutt. Absent: Burgess and Campbell. Motion adopted.

4. Approval of Agenda

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

5. New and Old Business**A. Environmental Disposal at Lumber Yard – Recommendation**

Motion to accept and approve the Cost Estimate for Waste Transport and Disposal with ERG Environmental Services at a cost not to exceed \$12,882.00, authorizing the Executive Director to execute and perform the contract.

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

B. Demolition at Lumber Yard – Recommendation

Motion to accept and approve the Quote for Demolition Services with Peterson Brothers at a cost not to exceed \$49,550.00, authorizing the Executive Director to execute and perform the contract.

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

C. Salvage at Lumber Yard - Alternate Recommendation

Motion to accept and approve the Quote for Salvage Services with Peterson Brothers at a cost not to exceed \$26,489.85, authorizing the Executive Director to execute and perform the contract.

Moved by Lloyd Coe, board member, and seconded by Hank Lorant, Secretary. Roll Call vote: Yes: Chris Barnett, Hank Lorant, Sally Medina, Matt Shell, Sam Caruso, Teresa Rutt, and Lloyd Coe. No nays. Motion adopted.

6. Call to the Public

Let the record show no public comments were received.

7. Adjournment

Motion to adjourn the Monday, December 2, 2024, Special Meeting of the Downtown Development Authority Board.

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

The Monday, December 2, 2024, Special Meeting of the Downtown Development Authority Board adjourned at 5:07 PM.

Debbie Burgess
Chairperson

Janet Bloom
Recording Secretary
DDA Assistant Director

Date Approved: as presented on January 21, 2025.

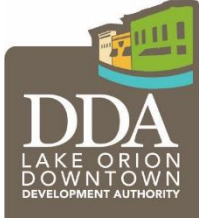


COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC: Receive and File DDA Informational Meeting Minutes of December 17, 2024

RECOMMENDED MOTION: To receive and file the Receive and File DDA Informational Meeting Minutes of December 17, 2024, as presented.



MINUTES

PUBLIC INFORMATION SESSION AS PER PA-57 of 2018 FOR THE LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY

Tuesday, December 17, 2024
6 pm – 6:30 pm

Lake Orion Village Hall Council Chambers
21 East Church Street
LAKE ORION, MI 48362
(248) 693-8391 ext. 102

Minutes of the Lake Orion Downtown Development Authority Public Information Session per PA-57 of 2018 held Tuesday, December 17, 2024 at the Lake Orion Village Hall Council Chambers located at 21 East Church Street, Lake Orion, MI 48362.

On Tuesday, December 17, 2024, the Lake Orion Downtown Development Authority held an Informational Meeting as required by PA-57 of 2018. It is to cover the activities and programs held over the course of the year.

Executive Director Matt Gibb shared updates for the year 2024. The updates were:

- 1) Lumberyard updates
- 2) Economic Growth: Public Investment of \$108,200.00, Private Investment of \$1,915,370.00. New jobs: 29 Full-Time and 32 Part-Time.
- 3) Statistics/Data: Brand Marketing \$48,118.83, Promotion \$46,172.13, Sponsorships \$26,476.22; Volunteer Hours: 542, New Businesses: 6, New Jobs: 61, New Residential: 240+, Rehabilitations: 4.
- 4) Growing Communication: E-newsletter: 26 newsletters in 2024, added over 200 new e-newsletter recipients. Open Rate: 24% (above industry standard), Click Through Rate: 1%. Social Media Followers: Facebook: 10,444, Instagram: 4,068, and X: 1,563.
- 5) Events: 23 events in 2024 – either hosted or participated in by the DDA
- 6) Capital Projects: Lumber Yard at Paint Creek: deconstruction, environmental, survey/site work, historic preservation, and additional property acquisition. Maintenance: fencing repairs, electrical updates/fixes, park/gazebo updating, light pole replacements, and landscape updating.
- 7) Historic Preservation: 2024: enhanced and grew Here Lies Cemetery Tours with Orion Historical

Society; updated historic wayfinding; started restoration of Lumber Yard office. 2025: adding dates for historic storytelling; reconstructing the Barn at the Lumber Yard; activating second floor space through history of building uses.

8) Awards and Honors in 2024: Main Street Oakland County: Award for Resiliency; Main Street USA National Accreditation (17th); Michigan Downtown Association: Advocacy for Strong Michigan Downtowns; Grant - Lumber Yard from Placemaking and Public Spaces (MSOC) for \$595,000.

9) Listing of over 30 vendors contracted with the DDA in 2024

10) Looking Ahead to 2025: Enhancing the Façade Grant program; Site Development Planning at the Lumber Yard; Streetscape Electrical, Refuse Infrastructure (partnered), and Communication Tools.

Attendees: Executive Director Matthew Gibb and Assistant Director Janet Bloom plus:

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

Debbie Burgess, Chairperson

Janet Bloom
Recording Secretary

Date approved: January 21, 2025



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC: Receive and File DDA Regular Meeting Minutes of December 17, 2024

RECOMMENDED MOTION: To receive and file the DDA Regular Meeting Minutes of December 17, 2024, as presented.



MINUTES

REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Tuesday, December 17, 2024

6:30 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The December 17th, 2024 Downtown Development Authority Regular Meeting was called to order at 6:30 PM by Chairperson Burgess.

2. Roll Call and Determination of Quorum

PRESENT

Chairperson Debbie Burgess
Vice Chairperson Sam Caruso
Secretary Hank Lorant
Board Member Lloyd Coe
Board Member Sally Medina
Board Member Alaina Campbell
Board Member Chris Barnett
President Teresa Rutt

ABSENT

Treasurer Matt Shell

STAFF PRESENT

Deputy Clerk/Treasurer Lynsey Blough

3. Approval of Minutes

A. November 19th, DDA Regular Meeting Minutes

MOTION made by Vice Chairperson Caruso, Seconded by Secretary Lorant, to approve the Downtown Development Authority Board Regular Meeting Minutes of November 19th, 2024, as presented.

VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt

VOTING NAY: None
ABSENT: Shell
MOTION: Carried

4. Approval of Agenda

MOTION made by Board Member Barnett, Seconded by Secretary Lorant, to approve the agenda of December 17th, 2024, Downtown Development Authority Board Regular Meeting, as presented.

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

5. Call to the Public

None.

6. Consent Agenda

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

MOTION made by Board Member Barnett, Seconded by Board Member Coe, to approve the December 1, 2024, Consent Agenda by one vote, as presented.

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

A. Adopt the 2025 Downtown Development Authority Board Meeting Schedule

MOTION made by Board Member Barnett, Seconded by Board Member Coe, to adopt the Meeting Schedule establishing the 2025 Meeting Dates for the Downtown Development Authority Board for the Village of Lake Orion and to authorize the Clerk to post the schedule pursuant to the Open Meetings Act.

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

B. Executive Training - Main Street NOW 2025

MOTION made by Board Member Barnett, Seconded by Board Member Coe, to approve the travel and attendance of Matthew Gibb and Janet Bloom to the MainStreet NOW Conference in Philadelphia, PA April 7-9, 2025, at a cost, including any reimbursements, not to exceed \$3500, with funding to be paid from 248-260-957-000.

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

MOTION: Carried

C. Financial Reports

MOTION made by Board Member Barnett, Seconded by Board Member Coe, to receive and file the financial reports for November 2024.

VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt

VOTING NAY: None

ABSENT: Shell

MOTION: Carried

7. Financial Matters

A. Bill Approval

MOTION made by Board Member Barnett, Seconded by Secretary Lorant, to approve disbursements in the amount of \$32,188.92 for November 2024.

VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt

VOTING NAY: None

ABSENT: Shell

MOTION: Carried

8. New and Old Business

A. DDA Board Elections

MOTION made by Board Member Campbell, Seconded by Board Member Barnett, to cast a unanimous ballot for the slate as follows:

***Debbie Burgess for Chair
Sam Caruso for Vice Chair
Hank Lorant for Secretary
Matthew Shell for Treasurer***

VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt

VOTING NAY: None

ABSENT: Shell

MOTION: Carried

B. Lumber Yard Project - Change Order(s)

MOTION #1 made by Board Member Barnett, Seconded by Secretary Lorant, to approve the change order 24-002 in the amount of \$14,400 to be paid from 248-726-980-001 - Public Space Grant - General Construction.

VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt

VOTING NAY: None

ABSENT: Shell

MOTION: Carried

MOTION #2 made by Board Member Barnett, Seconded by Secretary Lorant, to approve the change order 2024-001, adding a barn to salvage inventory and security fencing, in the amount of \$6,500 with funds coming from 301-901-950-000 – Demolition and Land Improvement.

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

D. LO Live Concert Series – 2025

MOTION made by Board Member Campbell, Seconded by Secretary Lorant, to approve the proposal from 20 Front Street Concepts for the 2025 LO Live Gazebo Series in the amount of \$13,000, directing DDA staff to develop and implement a sponsor program for offsetting revenue, the costs of the program contract to be paid form GL 248-728-880-001.

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

MOTION made by Board Member Barnett, Seconded by Vice Chairperson Caruso, to allow Mr. Lorant to abstain from the next 3 agenda items.

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

D. Facade Grant Award Recommendation - 107 N. Lapeer St

MOTION made by Board Member Barnett, Seconded by Board Member Coe, to accept the recommendation of the Design Committee and AWARD the applicant Spresser Ogden PLLC (Belize Properties LLC) of 107 N. Lapeer St. a Level 2 Façade Grant in the amount of \$10,000, payable upon receipt of all verifying expense and and materials documentation, before and after photographs of the project, and an allowance on the property for signage acknowledging this support of the Lake Orion Downtown Development Authority, with funding from GL 248-726-843-000 – Façade Program.

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

E. Facade Grant Award Recommendation - 115 S. Anderson St.

MOTION made by Board Member Campbell, Seconded by Board Member Coe, to accept the recommendation of the Design Committee and AWARD the applicant Orion Art Center of 115 S Anderson St. a Level 1 Façade Grant in the amount of \$2,000, payable upon receipt of all verifying expense and materials documentation, before and after photographs of the project, and an allowance on the property for signage acknowledging this support of the Lake Orion Downtown Development Authority, with funding from GL 248-726-843-000 – Façade Program.

- VOTING YEA:** Burgess, Caruso, Coe, Medina, Campbell, Barnett, Rutt

VOTING NAY: None
ABSTAINED: Lorant
ABSENT: Shell
MOTION: Carried

E. Façade Grant Award Recommendation - 51 N. Broadway St.

MOTION made by Board Member Coe, Seconded by Board Member Barnett, to accept the recommendation of the Design Committee and AWARD the applicant Irish Tavern of 51 N. Broadway St. a Level 1 Façade Grant in the amount of \$2,000, payable upon receipt of all verifying expense and materials documentation, before and after photographs of the project, and an allowance on the property for signage acknowledging this support of the Lake Orion Downtown Development Authority, with funding from GL 248-726-843-000 – Façade Program.

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

9. Reports, Resolutions and Recommendations

A. Executive Directors Report

Along with his report in the Agenda Packet, DDA Executive Director Matthew Gibb provided an update from behind the scenes, which included the following:

- The annual report submitted to the state.
- A notice from the Village Manager regarding a Conflict of Interest, which prompted a call to Bob Davis (DDA Legal Consultant) about businesses related to Board Member Medina and/or her family members.
- A FOIA request was received.
- A Board retreat is scheduled for Thursday, December 19, 2024, to discuss the TIF and Development Plan in the morning. In the afternoon, Assistant Director Janet Bloom will send the self-assessment tool for Main Street Accreditation.
- He also mentioned that the budget for the Lumberyard project will be tight. They will be working with Cristina Sheppard-Decius from POW Strategies on Day 2 (January 9, 2025) of the DDA Board Retreat.
- He introduced and officially welcomed Emily Dziegielewski, the DDA Administrative Coordinator, and highlighted her key role in assisting with downtown events.

MOTION made by Board Member Barnett, Seconded by Secretary Lorant, to receive and file the Executive Director’s Report.

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

B. Assistant Director's Report-Verbal

Assistant Director Janet Bloom read her report, which was added it in the DDA Agenda Packet (hard copy). The following is the summary of her report:

- Recent events and activities in downtown.
- The Hometown Holidays Shopping Passport Contest.
- Downtown Dollars are available both online and at the DDA office.
- Upcoming events.
- Ongoing discussions and meetings with Oxford regarding the #StrongerTogether program.
- Social media updates and statistics on Facebook, Instagram, and X.
- Other items included:
 - OrionONTV Segment
 - Lake Orion High School (LOHS) Media Interview
 - Dragon Community Meeting with Lake Orion Community Schools (LOCS)
 - 2024 Chamber Awards Luncheon, which recognized Lucky’s Natural Foods for Small Business of the Year and Annalisa Constantino for Entrepreneur of the Year
 - Shop OC Main Streets Meeting
 - PA-57 Public Information Meeting
 - Orion Living Magazine Spring Edition Design Meeting with a new designer.
- Special thanks to Lisa Sokol for her volunteer work on the Downtown Dollar Gift Certificate giveaways.
- Shared information from conferences at Main Street Oakland County (MSOC) and Committee Meetings (Organization Committee, Promotions Committee, Design Committee, Economic Vitality Committee).
- A business survey is being sent out to downtown merchants.

MOTION made by Vice Chairperson Caruso, Seconded by President Rutt, to receive and file the Assistant Director’s Report.

VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt

VOTING NAY: None

ABSENT: Shell

MOTION: Carried

10. Board Comments and Training Feedback

Board Member Coe expressed his enjoyment working with the executive staff. He also wished everyone a Merry Christmas.

President Rutt wished everyone a Merry Christmas and added that the downtown lights remind her of a Hallmark movie, which she loves.

Board Member Campbell showed appreciation to the executive staff for their excellent work at the Polar Express Event, despite challenges. She also wished everyone a Merry Christmas.

Vice Chairperson Caruso commented that the buildings look phenomenal and fabulous. He also wished everyone a Merry Christmas and added that he is blessed and pleased to be serving on the DDA Board again as Vice Chair.

Board Member Coe also added that the Orion Lighted Parade was fantastic. Board Member Campbell mentioned Brian Winter for garnering the Citizen of the Year Award for his role in the “Save the Lake Orion DDA” effort.

Secretary Lorant wished everyone a Merry Christmas and thanked the executive staff for all their hard work. He’s looking forward to the new year and showed appreciation toward the Orion Lighted Parade.

Board Member Medina echoed President Rutt’s comment about downtown being like a Hallmark movie scene. She praised the DDA staff with the Polar Express event. She is also excited about the Ice Fest being combined with the Rotary Club Ice Cup Challenge.

Board Member Barnett wished everyone a Merry Christmas. He thanked the Orion Lighted Parade Association for a job well done. He was excited to announce the hosting of “America in Bloom,” a national symposium that will bring elected leaders from across the country to Lake Orion from September 24 to 26.

Chairperson Burgess thanked the executive staff for all that they do for the DDA. She also noted that they see the vision come to life. She also said that the DDA is excited to work with the new Village Council and thanked President Rutt for her love of the community, her commitment to working together, and for all she does. Chairperson Burgess wanted to publicly thank President Rutt for that.

Board Member Barnett also added that he opposes the consolidation of the DDA Board with the Planning Commission.

Chairperson Burgess wished all of the residents, property owners, and business owners a very Merry Christmas. In closing, she exclaimed, “Come to Lake Orion, stay in Lake Orion, shop in Lake Orion, spend your money in Lake Orion, enjoy your Christmas in Lake Orion, because it’s one of the greatest places to be.”

11. Next Regular Meeting - January 21, 2025

12. Adjournment

MOTION made by Secretary Lorant, Seconded by Board Member Coe, to adjourn the December 17th, 2024 Downtown Development Authority Board Regular Meeting

VOTING YEA: Burgess, Caruso, Lorant, Coe, Medina, Campbell, Barnett, Rutt

VOTING NAY: None

ABSENT: Shell

MOTION: Carried

The December 17th, 2024 Downtown Development Authority Board Regular Meeting adjourned at 7:40 PM.

Debbie Burgess
Chairperson

Lynsey Blough
Deputy Clerk/Treasurer

Sonja Stout
Village Clerk/Treasurer

Date Approved: as presented on January 21, 2024.



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC Receive and File Village of Lake Orion Sewage Disposal System Financial Report – FY 2024 Quarter 4 (October 1, 2023 to September 30, 2024)

BACKGROUND BRIEF:

Administration is requesting that Village Council receive and file the Village of Lake Orion Sanitary Sewage Disposal System Financial Report for the 4th Quarter of Fiscal 2024 (October 1, 2023 to September 30, 2024) as submitted by the Oakland County Water Resources Commissioner.

The Village contracts with Oakland County WRC to operate, maintain, repair, and improve the Village’s sanitary sewer system. WRC bills the Village quarterly for operations, maintenance, and improvements. Sewage treatment is handled by the Clinton-Oakland Sewage Disposal System (COSDS) through transmission of sewage through the Paint Creek Interceptor, and COSDS bills the Village separately for treatment costs. Approximately 70% of the Village’s sewage is treated by the City of Pontiac Waste Water Treatment Plan, and approximately 30% is treated through the Oakland-Macomb Interceptor Drainage District (OMIDD) and the Great Lakes Water Authority (GLWA) treatment plant in Detroit.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

To receive and file the Village of Lake Orion Sewage Disposal System FY 2024 4th Quarter Financial Report from the Oakland County Water Resources Commissioner for the period of October 1, 2023 to September 30, 2024.



January 17, 2025

Mr. Darwin D.P. McClary
Village Manager
Village of Lake Orion
21 East Church Street
Lake Orion, MI 48362

Dear Mr. McClary:

Enclosed you will find the reports for the Village of Lake Orion Sewage Disposal System for Fiscal Year 2024 (October 1, 2023 to September 30, 2024).

Copies of the following reports are included for your reference:

- Trial Balance
- Revenue and Expense Report
- Net Assets Report
- Unit Operations and Maintenance Reports

If you have any questions or concerns, please contact Drew Sandahl, Chief Engineer for sewer systems at 248-285-8375.

Best regards,

A handwritten signature in blue ink that reads "Steven A. Korth".

Steven A. Korth, P.E.
Chief Manager



Trial Balance

Organization Oakland County
Periods FY2024 : Oct - Sep
Ledger Actuals
Accounting Worktag FND57463 Lake Orion
 Sewer
Book Operating
Company Currency USD
Translation Currency USD
Run 11/19/2024 11:40

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
100100:Cash - Operating	304,077.10	1,177,664.17	1,298,503.87	183,237.40
100101:Bank Cash and Investments	0.00	15,466.78	15,466.78	0.00
101500:Undeposited Cash	0.00	461,315.00	461,315.00	0.00
126105:Due from Municipalities-AR Con	115,035.00	460,532.50	460,140.00	115,427.50
201210:Vouchers Payable AP Cont	(1,006.41)	258,021.51	257,562.18	(547.08)
201220:Employee Expenses Payable	0.00	74.57	74.57	0.00
230852:Accounts Payable	(46,811.96)	147,090.08	146,487.60	(46,209.48)
277500:NC Advances Payable	(105,000.00)	75,000.00	15,000.00	(45,000.00)
323662:NP Major Maintenance Reserve	(116,703.07)	201.99	1,225.24	(117,726.32)
323666:NP Emergency Repair Reserve	(11,133.58)	0.00	0.00	(11,133.58)
323667:NP Capital Improvement Reserve	2,981.19	147,490.46	0.00	150,471.65
340101:NP - Unrestricted	(141,438.27)	1,225.24	147,692.45	(287,905.48)
450100:Cash Sweep	0.00	708,311.08	708,311.08	0.00
630000:Charges for Services	0.00	0.00	461,707.50	(461,707.50)
635000:ISF External Revenue	0.00	0.00	1.04	(1.04)
655000:Investment Income	0.00	0.00	4,016.19	(4,016.19)
670000:Other Revenues	0.00	0.00	18.31	(18.31)
730000:Contractual Services	0.00	472,745.17	158,457.68	314,287.49
750000:Commodities	0.00	2,397.65	210.10	2,187.55
770000:Internal Support Expenditures	0.00	212,406.28	3,752.89	208,653.39
Total	0.00	4,139,942.48	4,139,942.48	0.00

is_summary	Ledger Account	Revenue Category	Spend Category	SumOfLedger Net Amount
WRC Hierarchy - Op Program	630000:Charges for Services	RC632086 - Sewage Disposal Services Revenue		(269,905.00)
General and Administrative	630000:Charges for Services	RC630966 - Inspection Fees		(1,175.00)
General and Administrative	635000:ISF External Revenue	RC635276 - FOIA Fee		(1.04)
General and Administrative	655000:Investment Income	RC655385 - Income from Investments		(4,016.19)
General and Administrative	670000:Other Revenues	RC670057 - Adjustment Prior Years Revenue		(17.83)
General and Administrative	670000:Other Revenues	RC670456 - Prior Years Adjustments		(0.48)
General and Administrative	730000:Contractual Services		SC730058 - Administration	5,989.69
General and Administrative	730000:Contractual Services		SC730065 - Administrative Overhead	6,204.93
General and Administrative	730000:Contractual Services		SC730926 - Indirect Costs	2,696.76
General and Administrative	730000:Contractual Services		SC730940 - Insurance	9,343.82
General and Administrative	730000:Contractual Services		SC731969 - Transfer to Reserve	8,165.15
General and Administrative	770000:Internal Support Expenditures		SC771639 - Drain Equipment	19,504.38
General and Administrative	770000:Internal Support Expenditures		SC771638 - Drain Equip Labor	204.48
Inspection	770000:Internal Support Expenditures		SC771638 - Drain Equip Labor	901.85
Inspection	770000:Internal Support Expenditures		SC771639 - Drain Equipment	29.67
Mapping Unit	770000:Internal Support Expenditures		SC771638 - Drain Equip Labor	4,459.98
Mapping Unit	770000:Internal Support Expenditures		SC771639 - Drain Equipment	1,040.75
Miss Dig	730000:Contractual Services		SC731213 - Membership Dues	32.67
Miss Dig	770000:Internal Support Expenditures		SC771638 - Drain Equip Labor	2,467.29
Miss Dig	770000:Internal Support Expenditures		SC771639 - Drain Equipment	290.84
Non-Operating Expenses	630000:Charges for Services	RC630462 - Debt Service		(53,450.00)
Non-Operating Expenses	730000:Contractual Services		SC730970 - Interest Expense	1,471.80
Pump Maintenance Unit	730000:Contractual Services		SC730065 - Administrative Overhead	16,150.42
Pump Maintenance Unit	730000:Contractual Services		SC730373 - Contracted Services	-
Pump Maintenance Unit	730000:Contractual Services		SC730562 - Electrical Services	12,289.00
Pump Maintenance Unit	730000:Contractual Services		SC731269 - Natural Gas	918.48
Pump Maintenance Unit	750000:Commodities		SC750294 - Material and Supplies	1,795.50
Pump Maintenance Unit	770000:Internal Support Expenditures		SC771638 - Drain Equip Labor	43,145.55
Pump Maintenance Unit	770000:Internal Support Expenditures		SC771639 - Drain Equipment	11,789.08
Reserves - Capital Improvement	630000:Charges for Services	RC632086 - Sewage Disposal Services Revenue		(78,427.50)
Reserves - Capital Improvement	730000:Contractual Services		SC730373 - Contracted Services	173,890.72
Reserves - Capital Improvement	730000:Contractual Services		SC731073 - Legal Services	11,100.00
Reserves - Capital Improvement	730000:Contractual Services		SC732018 - Travel and Conference	74.57
Reserves - Capital Improvement	770000:Internal Support Expenditures		SC771638 - Drain Equip Labor	39,084.70
Reserves - Capital Improvement	770000:Internal Support Expenditures		SC771639 - Drain Equipment	1,767.97
Reserves - Major Maintenance	630000:Charges for Services	RC632086 - Sewage Disposal Services Revenue		(58,750.00)
Reserves - Major Maintenance	730000:Contractual Services		SC730065 - Administrative Overhead	1,246.54
Reserves - Major Maintenance	730000:Contractual Services		SC730373 - Contracted Services	46,471.50
Reserves - Major Maintenance	750000:Commodities		SC750294 - Material and Supplies	(142.42)
Reserves - Major Maintenance	770000:Internal Support Expenditures		SC771638 - Drain Equip Labor	6,143.89
Reserves - Major Maintenance	770000:Internal Support Expenditures		SC771639 - Drain Equipment	3,717.44
Reserves - Major Maintenance	770000:Internal Support Expenditures		SC771637 - Drain Equip Materials	289.80
Sewage System Maintenance	730000:Contractual Services		SC730653 - Equipment Rental Expense	81.04
Sewage System Maintenance	730000:Contractual Services		SC730065 - Administrative Overhead	2,893.60
Sewage System Maintenance	770000:Internal Support Expenditures		SC771638 - Drain Equip Labor	5,376.83
Sewage System Maintenance	770000:Internal Support Expenditures		SC771639 - Drain Equipment	2,443.86
Sewer Systems Engineering	730000:Contractual Services		SC730065 - Administrative Overhead	368.96
Sewer Systems Engineering	770000:Internal Support Expenditures		SC771638 - Drain Equip Labor	11,100.09
Sewer Systems Engineering	770000:Internal Support Expenditures		SC771639 - Drain Equipment	250.71
Systems Control	730000:Contractual Services		SC730065 - Administrative Overhead	13,707.84
Systems Control	730000:Contractual Services		SC730373 - Contracted Services	1,190.00
Systems Control	750000:Commodities		SC750294 - Material and Supplies	534.47
Systems Control	770000:Internal Support Expenditures		SC771639 - Drain Equipment	26,291.45
Systems Control	770000:Internal Support Expenditures		SC771637 - Drain Equip Materials	1,715.06
Systems Control	770000:Internal Support Expenditures		SC771638 - Drain Equip Labor	26,637.72

	Beginning Balance	Year to Date Activity	Current Balance
323662:NP Major Maintenance Reserve	\$ 116,703.07	\$ 1,023.25	\$ 117,726.32
323666:NP Emergency Repair Reserve	11,133.58	-	11,133.58
323667:NP Capital Improvement Reserve	(2,981.19)	(147,490.46)	(150,471.65)
340101:NP - Unrestricted	141,438.27	87,081.82	228,520.09
Total	\$ 266,293.73	\$ (59,385.39)	\$ 206,908.34

EGLE Summary Report

Summary of Sewer Inspections
Lake Orion
Dates Covered: 10/1/2023 - 9/30/2024
Completed: 11/21/2024

Manholes Inspected	0
Footage of sewer cleaned	853
Sewer complaints	7
Found plugged sewers	1
Manholes not found/Buried manholes	0
Manholes rebuilt/repared	0
Footage of sewer video inspected	353

Jim Nash
OAKLAND COUNTY WATER RESOURCES COMMISSIONER
Page 1 of 1

**Water Resources Commissioner Office
Annual Operations & Maintenance Report for Lake Orion
Fiscal Year: 2021-2024 (October 1, 2020 - September 30, 2024)**

Services Provided by: SEWER MAINTENANCE

Service Description	FY2021	FY2022	FY2023	FY2024
	Oct 2020 - Sep 2021	Oct 2021 - Sep 2022	Oct 2022 - Sep 2023	Oct 2023 - Sep 2024
Total Footage - sewer, combined and forcemain	72,597 As of 10/26/2021	72,597 As of 11/15/2022	72,516 As of 11/14/2023	72,616 As of 11/18/2024
Distance jetted (in feet) - sewer and combined	415	1,009	2,793	853
Total Footage (problem areas) - sewer and combined	1,241 As of 10/26/2021	1,470 As of 11/15/2022	1,470 As of 11/14/2023	2,077 As of 11/18/2024
Distance jetted in problem areas (in feet) - sewer and combined	4,482	2,988	5,976	3,307
Distance of video footage (in feet) - sewer and combined	1,439	1,391	2,825	353
Number of manholes inspected - sewer, combined and forcemain	6	0	0	0
Number of manholes repaired/rebuilt - sewer, combined and forcemain	19	1	1	0
Total number of wet wells	4	4	4	4
Number of wet wells cleaned	8	8	8	8
Total number of manholes - sewer, combined and forcemain	395 As of 10/26/2021	393 As of 11/15/2022	393 As of 11/14/2023	397 As of 11/18/2024
Emergency Services this Fiscal Year				

Other Comments/Considerations:

FY 2014 - GIS revised search to per Fund from geographical


Rich Cook

Sewer Maintenance Supervisor II

Date: 11.21.24





COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC: Approve disposal of DPW Vehicles and equipment

BACKGROUND BRIEF: The Village of Lake Orion is currently in possession of DPW vehicles and equipment that have been replaced and are obsolete and no longer needed. The vehicles include a 2003 GMC utility truck (vin 1GDJK34U33E34117) and a 1997 GMC Dump Truck (vin 1GDP7H1J1VJ515845). Other equipment included would be a 2005 scag 42" lawnmower and a 2015 Xmark Lazer Z 60" lawnmower. This equipment has already been replaced and is no longer needed.

FINANCIAL IMPACT:

RECOMMENDED MOTION: To approve the sale of the 2003 GMC utility truck, the 1997 GMC Dump Truck, the 2005 Scag Mower and the 2015 X-Mark Lawnmower at public auction using Govdeals.com.



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC Public Hearing on Need for 2025 Sidewalk Improvements – District #1

BACKGROUND BRIEF:

Village Council is scheduled to hold a public hearing on the need for sidewalk improvements for Sidewalk Improvement Program (SWIP) District #1. Notices were mailed to affected property owners on January 28, 2025.

Village Charter and the Village's Code of Ordinances make property owners responsible for the maintenance, upkeep, repair, and replacement of defective sidewalks abutting their properties and for keeping snow and ice cleared from the walkways. The 2025 SWIP involves the replacement of deteriorated sidewalk abutting properties within District #1. The Village Council adopted a comprehensive Sidewalk Improvement Program Policy on January 27. The Department of Public Works completed an inventory of defective sidewalks within District #1 and have made recommendations on replacement of deteriorated sidewalk slabs. The Village is responsible for the cost of replacing or installing handicap ramps at street intersections and for the cost of initial installation of new sidewalk where it never previously existed for the purpose of connecting sidewalk segments to improve community walkability and to enhance pedestrian safety.

After the public hearing, the Council may approve the scope of work as presented, modify the scope of work by adding or deleting work items from the project, or determine there is no need to proceed further with the project.

After receiving public comments, if Council determines that District #1 sidewalk improvements are necessary, the following steps will be taken:

1. Administration will prepare bid specifications and solicit competitive bids for the improvements.
2. Upon receipt of bids, Administration will cause to have the Village's Assessor prepare a preliminary assessment roll for all affected properties for the sidewalk improvements.
3. The preliminary special assessment roll will be presented to Council; Council will schedule a special assessment public hearing; notices will be sent to all affected property owners.
4. Council will hold a special assessment public hearing, receive comments, and determine whether to proceed with the project. If proceeding with the project, the Council will award the contract for the sidewalk construction work.

- 5. If a contract is awarded, Administration will execute the contract and schedule the work; we anticipate sidewalk repairs to be completed by late August.

Attached are copies of the Sidewalk Improvement Program Policy and supporting information for District #1 for the information of the Council and public.

SUMMARY OF PREVIOUS COUNCIL ACTION:

01/27/2025 – #1 – Council adopted the Village of Lake Orion Sidewalk Improvement Program Policy as presented and authorized Village Administration to begin work on the preparation of the FY 2025-26 sidewalk improvement project and special assessment processes as outlined in the Village Manager’s project schedule. Council also adopted the resolution setting a needs public hearing on proposed sidewalk improvements to the Village of Lake Orion Sidewalk Improvement Program District #1 and directed the Village Clerk to publish and mail a notice of the same to affected real property owners.

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

To find that the public convenience or necessity requires that the Sidewalk Improvement Program District #1 as proposed by the Department of Public Works shall be considered for improvement and direct the Village Manager to file with the Village Clerk an estimate in writing showing the number of square feet of sidewalk required to be built or rebuilt adjacent to each lot or parcel or parcels of land.

OR


To find that the public convenience or necessity requires that the Sidewalk Improvement Program District #1, with the following modifications _____, shall be considered for improvement and direct the Village Manager to file with the Village Clerk an estimate in writing showing the number of square feet of sidewalk required to be built or rebuilt adjacent to each lot or parcel or parcels of land.

OR

To find that there is no need for sidewalk improvements in the Sidewalk Improvement Program District #1 as proposed and to direct Administration to discontinue work on the project.



ADMINISTRATIVE DIRECTIVE

DIRECTIVE NO: 2025-01	ISSUE DATE: 01/28/2025
ISSUED BY: Darwin McClary, Village Manager	SIGNATURE: 
COUNCIL APPROVAL DATE: 01/27/2025	
REVISION DATES:	
RESCINDS/REPLACES:	
CATEGORY: Sidewalks	
SUBJECT: Sidewalk Improvement Program Policy	

LEGAL AUTHORITY CITATION

This administrative directive is issued by the Village Manager pursuant to the following legal authority:

- Village Charter – Sec. 3.12 – Duties of administrative officers; performing such duties as are provided for such officers by state law, this Charter, the village ordinances, and the administrative directives of the Village Manager
- Village Charter – Sec. 6.8 – Streets and Alleys; powers of Council to regulate the same
- Village Charter – Sec. 11.1 – Public Improvements, Contracts, Utilities ; power of Council to do any public work or make any public improvement
- Village Charter – Sec. 11.5 – Sidewalks, Curbs, and Gutters; power of Council to prescribe the building of sidewalks by property owners and to assess the cost thereof
- Village Charter – Chapter 12 – Assessments; power of Council to defray the cost of public improvements by special assessment; process for specially assessing costs of public improvements
- Village Code of Ordinances – Chapter 92 – Streets and Sidewalks; powers of the Village to inspect, construct, and regulate sidewalks and to regulate spacing of shade trees near sidewalks
- 2013 Village Engineering Design and Construction Standards – Chapter Six – Design and Construction Standards for Streets, Driveways, Pedestrian Facilities and Paving

PURPOSE

The purpose of this Sidewalk Improvement Program policy is to establish the rules, regulations, procedures, and specifications for the construction, reconstruction, repair, and replacement of public sidewalks within the Village and the allocation of the costs of such improvements.

POLICY

Location of Sidewalks. Public sidewalks are required in residential and commercial areas where deemed necessary by the Village Council upon the recommendation of the Village Manager.

Sidewalk Specifications. The design and construction specifications for public sidewalks shall be as determined by the Village of Lake Orion Engineering Design and Construction Standards adopted by the Village Council from time to time.

Sidewalk Maintenance Responsibility. The property owner is responsible for maintaining all sidewalks adjacent to their property to include frontage, rearage, and sideage, including removal of snow, ice, grass and weeds, debris, and other obstructions in accordance with the Village Charter, Code of Ordinances, and rules, regulations, and policies adopted by the Village Council. The property owner is responsible for all costs associated with such maintenance of abutting sidewalks. Property owners shall notify the Department of Public Works of any sidewalk defects as soon as discovered.

Repair/Replacement of Sidewalks. Any sidewalk that is in disrepair at the determination of the Village Manager or his designee shall be removed and replaced.

Sidewalk slabs that are lifted $\frac{3}{4}$ inch or greater shall be patched within 48 hours of notification by the Department of Public Works. An asphalt patch is considered to be a temporary measure only. Likewise, property owners filling vertical displacements or cracks in sidewalks by “ramping” with mortar, asphalt, or other material is not considered a permanent repair. “Mud jacking” of sidewalk slabs will not be performed by the Village but may be done at the discretion of the property owner at the owner’s sole expense.

If deemed necessary by the Village Manager to repair or replace a sidewalk slab immediately, the property owner shall be notified and required to make such repairs in accordance with Village Charter Secs. 11.3 and 11.5 and Code of Ordinances Sec. 92.03 ordinance to make such repairs. The costs of such repairs or replacement, if completed by the Village, will be assessed in accordance with Chapters 11 and 12 of the Village Charter and Chapter 92 of the Village Code of Ordinances.

Sidewalk Repair/Replacement Criteria Guidelines. Sidewalks should not be required to be replaced on the basis of appearance only. The type and severity of the hazard presented needs to be considered.

Sidewalks should be replaced on the basis of an existing hazard and not on the basis of what may happen to the sidewalk in the future.

A combination of small defects that, when considered individually might not cause an area to be replaced, should cause replacement when occurring together.

If a concrete sidewalk does not exist through an asphalt driveway, new sidewalk shall be installed to provide continuity of the sidewalk facility unless Village Administration determines that such sidewalk is unnecessary.

Conditions Justifying Sidewalk Installation or Replacement. The Village Manager will recommend to the Village Council that sidewalk replacement be required in accordance with Sec. 11.3 of the Village Charter and Secs. 92.02 and 92.03 of the Village Code of Ordinances if the Village Manager determines that such conditions constitute a nuisance or hazard:

1. The sidewalk possesses temporary patch or ramping repairs.
2. The sidewalk exhibits differential elevations of one-half inch (1/2") or greater.
3. The sidewalk is cracked or broken with any of the following:
 - a. Sidewalk is broken into three or more pieces
 - b. Sidewalk exhibits cracks that are not tight and well-seated
 - c. Sidewalk exhibits crazing (alligator cracking)
 - d. Sidewalk exhibits deteriorating joints (at least four inches long by one inch wide at any point)
 - e. Sidewalk exhibits spalled areas (at least three inches along any one side)
 - f. Sidewalk exhibits pitting with any pit larger than one and one-half inch and at least a half inch deep)
 - g. Sidewalk exhibits surface deterioration consisting of severe scaling or popping causing a safety issue
4. Gaps in sidewalk exist in areas that are heavily traveled by pedestrians or are deemed by the Village to be in need of connection for community walkability and pedestrian safety purposes.

Sidewalks may exhibit more than one type of deficiency.

Deterioration Description and Details. Following are descriptions and details providing additional clarification on the types of sidewalk deterioration that may give cause for repair or replacement:

1. **PITTING:** Pitting in sidewalks occurs over time as individual stones break up through the freeze/thaw cycle leaving a void in the sidewalk surface. This type of deterioration in small amounts may not necessarily constitute a hazardous walking surface. In large quantities, however, these defects diminish the smooth walking surface, compromise the sidewalk's structural integrity, and contribute to poor drainage which propagates further pitting and surface defects.

2. **SCALING:** Scaling is the general loss of surface mortar exposed to freezing and thawing. The aggregate is usually clearly exposed and often stands out from the concrete. Scaling is primarily a physical action caused by hydraulic pressure from water freezing within the concrete and not usually caused by chemical corrosive action. When pressure exceeds the tensile strength of concrete, scaling can result if entrained-air voids are not present to act as internal pressure relief valves.
3. **SPALLING:** Spalling is a deeper surface defect than scaling, often appearing as circular or oval depressions on surfaces or as elongated cavities along joints. Spalls may be one inch or more in depth and six inches or more in diameter, although smaller spalls also occur. Spalls are caused by pressure or expansion within the concrete, bond failure in two-course construction, impact loads, fire, or weathering. Improperly constructed joints and corroded reinforcing steel are two common causes of spalls. If left unrepaired, spalls can accelerate pavement deterioration.
4. **POPPING OR POP-OUTS:** A pop-out is a conical fragment that breaks out of the surface of the concrete leaving a hole that may vary in size generally from ¼ inch to two inches, but up to as much as one foot in diameter. Usually, a fractured aggregate particle will be found at the bottom of the hole with part of the aggregate still adhering to the point of the pop-out cone. Most pop-outs appear within the first year after placement. Pop-outs caused by alkali-silica reactivity (ASR) may occur as early as a few hours to a few weeks, or even a year, after the concrete is placed. Pop-outs caused by moisture induced swelling may occur shortly after placement due to the absorption of water from the plastic concrete, or they may not appear until after a season or year of high humidity or rainfall or after the concrete has been exposed to freezing temperatures. Pop-outs are considered a cosmetic detraction and generally do not affect the service life of the concrete.
5. **DIFFERENTIALS:** Differentials typically occur at the joint between two sidewalk slabs. A differential consists of a lip or elevation difference at the joint and is measured along the vertical face of the joint. A differential sidewalk that exceeds ½ inch is a condition that warrants removal and replacement. The differential may have been caused by tree roots, trench settlement, or heavy weights placed on the sidewalk.

Property Owner Costs. The property owner is required to pay for all costs associated with the removal and replacement of defective sidewalk. This shall include inspections, contractor costs, and administration (percentage as established by ordinance or resolution of Council). Minor temporary repairs performed by the Department of Public Works (temporary patches or ramping) will not be charged to the property owner. Property owners shall pay for 100% of the cost of any repairs or replacement of sidewalk abutting the front, side, or rear of the property.

If the sidewalk is damaged from roots from a tree, shrub, or bush on private or public property, the property owner shall pay for 100% of the cost of repair or replacement.

Any objects, including but not limited to trees, shrubs, fences, poles, rocks, landscaping timbers, retaining walls, or other vegetation or improvements, within one foot of the existing or proposed sidewalk shall be removed at the Village’s discretion at the sole cost of the property owner.

The property owner shall have two options for payment for sidewalk repair or replacement when such work is completed by the Village or its contractor:

1. Pay the amount due upon receipt of invoice.
2. Enter into a Special Assessment agreement. This option allows the property owner to make up to five annual payments with interest at six percent (6%) per year. Payments will be permitted beyond one year for each \$500 of assessment up to the maximum five-year repayment schedule (e.g., a \$1,500 assessment could be paid in three equal annual installments of \$500 plus interest accrued to date). Assessments will be levied and collected in accordance with Village Charter, ordinances, and policies.

If neither the invoice is paid nor the Special Assessment option selected, the unpaid balance for sidewalk improvements, together with accrued interest, will become a lien upon the property and will be placed on the next tax bill for collection in accordance with Village Charter and ordinance provisions.

All other assessment procedures and appeals processes will be subject to Village Charter and ordinance requirements.

Village Costs. The Village shall pay for all expenses associated with the patching, removal, and replacement of sidewalk handicap ramps at street intersections. In addition, the Village will pay 100% of the cost of any sidewalk repairs or replacement resulting from damage directly caused by a water gate valve or manhole. The Village will invoice other public utility companies if their facilities result in sidewalk damage and needed repairs or replacement. The Village reserves the right to utilize any lawful and appropriate funding source to cover its share of sidewalk repair or replacement costs, including but not limited to General Fund, Act 51 of 1951 Major and Local Streets funds, Water and Sewer funds, Community Development Block Grant (CDBG) funds, and other funding sources. The Village shall be responsible for the cost of any work to Village owned trees deemed necessary by the Village. The Village shall be responsible for the cost of new sidewalk installed where no sidewalk previously existed to connect two previously separated sidewalk segments when determined necessary by the Village, with the abutting property owner(s) to be responsible for any future cost of maintenance, repair, or replacement of such sidewalk.

Sidewalk Improvement Districts. The Village will establish three or more Sidewalk Improvement Districts for the administration of the improvement program. Sidewalk improvements will be completed annually on a rotating basis so that one district is inspected and improved each year. The Public Works Director will prepare a Sidewalk Improvement District map periodically for Council approval based on the needs of the community and the ability of the Village to reasonably manage and fund the program. The first district to be improved will be selected to the extent possible based on the greatest need for improvement and nuisance or hazard to the community.

Sidewalk Improvement Fund. Village Administration will establish a separate Sidewalk Improvement Fund to properly account for all revenues and expenditures relating to the perpetual sidewalk improvement program. The Village Council will initially appropriate an amount necessary for the first year of the program from the General Fund for transfer to the Sidewalk Improvement Fund to provide the initial funds for the program. All payments on special assessments and invoices from property owners, including interest payments, will be deposited into the Sidewalk Improvement Fund. Monies dedicated to the Sidewalk Improvement Program shall be used for no other purpose.

Administrative Procedure. The Village will follow the procedures outlined in the Village Charter and ordinances in administering the Sidewalk Improvement Program and special assessment processes.

By October 1 of each year, the Director of Public Works shall cause to be prepared and submitted to the Village Manager a report listing the sidewalk repairs, replacement, or new construction to be completed within the subsequent calendar year's scheduled Sidewalk Improvement District, with the report to include the affected properties identified by address and parcel ID number, description of the improvements proposed for each, the estimated cost for each property, and the total estimated cost of the district improvement project. A map identifying the affected properties and all improvements and new gap sidewalk construction will accompany the report. Existing sidewalk flags requiring repair or replacement shall be properly marked for later identification.

The Village Manager shall review the report and, if acceptable, present the same to the Village Council by the Council's first meeting in November for consideration for approval and commencement of the special assessment process.

After the special assessment needs public hearing is conducted by the Village Council, if the Village Council determines the need to proceed with sidewalk improvements, the Director of Public Works shall, in consultation with the Village Engineer, prepare the necessary project bid specifications and proceed to solicit bids in accordance with the Village's purchasing policy. After receipt of bids, the Director of Public Works shall submit the bid tabulation to the Village

Manager, who shall cause a proposed special assessment roll to be prepared and shall present the same to the Village Council for review. If acceptable to the Village Council, Council will schedule a special assessment roll public hearing and give final approval to the project in accordance with Village Charter and ordinance provisions.

Upon approval of the special assessment roll, the Village Council will approve the contract for the sidewalk improvements.

The Village will endeavor to complete sidewalk improvements during July and August of each year. The Public Works Director shall be responsible to the Village Manager for the general management and supervision of the annual sidewalk improvement projects and the perpetual improvement program.

Sidewalk Repair Program Warranty Policy. The Village's sidewalk improvement contractor shall provide, for a period of two (2) years from the date of approval of the final pay application, to repair any defect in all of the work done under the contract, either by them, their subcontractors, or their material suppliers, that may develop due to improper materials, defective equipment, or substandard workmanship. The Department of Public Works shall inspect the sidewalk work immediately prior to the expiration of the two-year warranty period, shall document any defects, and report the same to the contractor for repair. This sidewalk repair warranty requirement shall be included in the bid specifications and contract documents for the project. The contractor shall date stamp, together with contractor's name, those sidewalk slabs at the first and last slabs of sidewalk replaced by the contractor.

Property Address	Flags Needed	Description	Link to photo
101 W Church St	3	Sinking	https://ast.silversmithinc.com/maintenance.php?deviceId=43950175&districtId=300
103 N Broadway St	1	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43563885&districtId=300
111 E Flint St	3	Uneven surfaces, Cracks	https://ast.silversmithinc.com/maintenance.php?deviceId=43952785&districtId=300
111 W Church St	8	Cracks	https://ast.silversmithinc.com/maintenance.php?deviceId=43949993&districtId=300
117 E Church St	4	Alligator cracking	https://ast.silversmithinc.com/maintenance.php?deviceId=43563928&districtId=300
120 S Broadway St	1	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952724&districtId=300
123 S Slater St	1	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952811&districtId=300
140 E Flint St.	1	Settling, Cracks	https://ast.silversmithinc.com/maintenance.php?deviceId=43952813&districtId=300
140 E Flint St.	1	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952814&districtId=300
140 E Jackson St	2	Settling	https://ast.silversmithinc.com/maintenance.php?deviceId=43952827&districtId=300
144 N Washington St	1	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952839&districtId=300
144 N Washington St	1	Settling	https://ast.silversmithinc.com/maintenance.php?deviceId=43952840&districtId=300
144 N Washington St	1	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952841&districtId=300
145 Hauxwell Dr	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952838&districtId=300
165 S Broadway St	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952715&districtId=300
17 S Broadway St	1	Vertical displacement	https://ast.silversmithinc.com/maintenance.php?deviceId=43952722&districtId=300
201 N Lapeer St	4	Cracks, Settling	https://ast.silversmithinc.com/maintenance.php?deviceId=43563879&districtId=300
207 N Slater St	6	Heaving, Settling	https://ast.silversmithinc.com/maintenance.php?deviceId=43563919&districtId=300
209 E Flint St	1	settling	https://ast.silversmithinc.com/maintenance.php?deviceId=43952795&districtId=300
209 E Flint St	2	Settling, Cracks	https://ast.silversmithinc.com/maintenance.php?deviceId=43952797&districtId=300
209 E Jackson St	2	Settling	https://ast.silversmithinc.com/maintenance.php?deviceId=43952830&districtId=300
21 E Church St	4	Cracked	https://ast.silversmithinc.com/maintenance.php?deviceId=43563843&districtId=300
211 E Church St	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43563927&districtId=300
218 N Anderson St	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43563917&districtId=300
225 E Shadbolt St	1	Cracks	https://ast.silversmithinc.com/maintenance.php?deviceId=43563901&districtId=300
229 E Jackson St	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952831&districtId=300
229 E Jackson St	1	Settling	https://ast.silversmithinc.com/maintenance.php?deviceId=43952832&districtId=300
230 E Church St	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43563921&districtId=300
240 E Flint St	2	settling	https://ast.silversmithinc.com/maintenance.php?deviceId=43952808&districtId=300

242 N Anderson St	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952846&districtId=300
248 N Lapeer St	2	Cracked	https://ast.silversmithinc.com/maintenance.php?deviceId=43952857&districtId=300
248 N Lapeer St	1	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952861&districtId=300
249 N Lapeer St	2	uneven surface/heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43950318&districtId=300
250 N Park Blvd	2	Settling	https://ast.silversmithinc.com/maintenance.php?deviceId=43563864&districtId=300
28 N Slater St	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952794&districtId=300
28 N Slater St.	6	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952792&districtId=300
305 E Jackson	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952834&districtId=300
305 E Jackson St	2	Settling, Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952836&districtId=300
317 E Jackson St	1	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952837&districtId=300
330 N Anderson St	4	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43563914&districtId=300
357 E Flint St	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952771&districtId=300
357 E Flint St	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952772&districtId=300
40 N Washington St	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952804&districtId=300
42 W Church St	2	Cracked	https://ast.silversmithinc.com/maintenance.php?deviceId=43952850&districtId=300
437 e Flint St	3	Settling	https://ast.silversmithinc.com/maintenance.php?deviceId=43952774&districtId=300
44 E Shadbolt St	2	uneven surface	https://ast.silversmithinc.com/maintenance.php?deviceId=43563887&districtId=300
44 E Shadbolt St	2	Not Selected	https://ast.silversmithinc.com/maintenance.php?deviceId=43563896&districtId=300
44 N Slater St	4	Cracks, Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952788&districtId=300
450 N Park Blvd	1	Cracked	https://ast.silversmithinc.com/maintenance.php?deviceId=43563859&districtId=300
47 E Flint St	8	Cracks	https://ast.silversmithinc.com/maintenance.php?deviceId=43563931&districtId=300
505 E Flint St	1	Settling	https://ast.silversmithinc.com/maintenance.php?deviceId=43952753&districtId=300
505 E Flint St	2	Settling, Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952755&districtId=300
52 S Slater St	2	settling	https://ast.silversmithinc.com/maintenance.php?deviceId=43952812&districtId=300
55 W Elizabeth St	2	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43563855&districtId=300
566 E Flint St	1	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952760&districtId=300
567 E Flint St	4	Heaving	https://ast.silversmithinc.com/maintenance.php?deviceId=43952758&districtId=300
59 N Washington St	2	Cracks	https://ast.silversmithinc.com/maintenance.php?deviceId=43952800&districtId=300
80 Perry St	2	pooling	https://ast.silversmithinc.com/maintenance.php?deviceId=44998841&districtId=300

Sidewalk Connections list

District 1 Village of Lake Orion

Church St- between Broadway and Lapeer St s. side of Rd.

Hauxwell St – from Flint St both sides all the way north

N Slater St.- from Jackson to church east side of Rd.

Washington St.- from Shadbolt to Jackson east side of Rd.

Florence St- Flint St north into Blanche Simms Elementary

DISTRICT #1 SIDEWALK PROJECT SCHEDULE

1. **January 27, 2025** – Adoption of Sidewalk Improvement Program Policy
2. **January 27, 2025** – Adopt resolution scheduling Sidewalk Improvement Program District #1 Project needs public hearing for February 10, 2025, to provide an opportunity for affected property owners to protest the need to repair sidewalk abutting their properties
3. **January 28, 2025** – Administration will mail out notices to affected property owners regarding the public hearing and the proposed improvements to sidewalk abutting their properties
4. **February 10, 2025** – Village Council conducts a needs public hearing, receives comments on the proposed sidewalk improvements from affected property owners, and either adopts, rejects, or modifies and adopts a resolution determining that the public convenience or necessity requires that any sidewalk shall be considered for improvement and directing the Village Manager to file with the Village Clerk an estimate in writing showing the number of square feet of sidewalk required to be built or rebuilt adjacent to each lot or parcel or parcels of land
5. **February 20, 2025** – Village Administration submits to the Village Clerk an estimate in writing showing the number of square feet of sidewalk required to be built or rebuilt adjacent to each lot or parcel or parcels of land named in the Council resolution
6. **February 21, 2025** – Village Clerk delivers copy of Council resolution and Village Administration’s estimate to each affected property owner
7. **February 24, 2025** – Village Administration submits estimate to the Village Council for consideration; Council accepts or rejects estimate, and, if accepting, directs the Village Manager to prepare bid specifications and contract documents and to proceed to competitively bid the sidewalk improvement project
8. **March 24, 2025** – Village Administration submits bid results to Village Council, together with an estimate of the cost of improvement to sidewalk abutting each affected property; Council directs the Village Assessor to prepare special assessment roll; Council schedules public hearing on special assessment roll for April 28, 2025
9. **March 25, 2025** – Village Clerk sends notice of special assessment roll public hearing together with description of sidewalk improvements abutting each affected property together with estimate of cost
10. **April 28, 2025** – Council conducts special assessment roll public hearing and adopts resolution determining to proceed with project; Council awards contract for sidewalk improvements
11. **July 1, 2025** – Special assessments billed with taxes; due by August 31, 2025
12. **July – August 2025** – Sidewalk Improvement Project District #1 improvements completed

Sonja Stout

From: Jessica Vettrainso <jessicavettrainso@gmail.com>
Sent: Sunday, February 2, 2025 3:33 PM
To: Darwin McClary; villageadmin@lakeorion.us; Susan Galezczka; Sonja Stout; manager@paintcreektrail.org
Subject: Extension of sidewalk on Newton Dr.

Jessica Vettrainso
381 Newton Drive
Lake Orion, MI 48362
jessicavettrainso@gmail.com
248-842-3655
February 2, 2025

To Whom It May Concern,

I am writing to request the extension of the sidewalk along Newton Drive to connect with the Paint Creek Trail, as well as the paving of the cul-de-sac as part of the village sidewalk improvement program. This is a matter of public safety, as many individuals use Newton Drive to access the trail, and currently, the road is unsafe for pedestrians.

At present, there is no designated pedestrian pathway along Newton Drive, forcing walkers, joggers, and cyclists to navigate the road itself, often in close proximity to speeding vehicles. This situation creates a dangerous environment for those using the road to reach the Paint Creek Trail, particularly during peak hours when traffic volume increases.

By extending the sidewalk and paving the cul-de-sac, we would not only improve safety but also enhance access to the Paint Creek Trail, a popular recreational area that attracts many residents and visitors. This extension would create a safer environment for pedestrians, cyclists, and drivers alike, encouraging more people to use the trail while reducing potential traffic-related accidents.

Thank you for considering this request. I believe this project would significantly benefit the community and improve safety for all those who use Newton Drive. Please feel free to contact me if further information is needed or if I can assist in any way.

Sincerely,
Jessica Vettrainso

Sonja Stout

From: Marissa L. Ford <Marissa.Ford@couzens.com>
Sent: Thursday, January 30, 2025 12:40 PM
To: Sonja Stout
Cc: cspydar@gmail.com
Subject: 80 Perry St; Sidwell No: 09-01-355-027

Ms. Stout,

Thank you for taking the time to speak with me today regarding the above referenced matter. As discussed, below are the concerns and information.

We received the Notice of Project Needs Hearing for the 2025 sidewalk improvement program. The sidewalk in question on our property has been damaged, which lead to pooling, when sewer work was done by the city/village in 2018, as approved by Oakland County. At the time of the sewer work, there was sinking of the ground, which lead to the pooling of the rainwater and drainage runoff, causing further sinking. There were follow up calls with these concerns in 2019, and no action was taken at that time.

It is our understanding that the proposed repairs would be at cost to us as homeowners, however, this was not an issue with our property, but an issue cause by work completed by the city/village. In this respect, we feel that this should not be our responsibility to pay for the proposed repair of the sidewalks due to the pooling.

What are the next steps, forms required, persons to reach out to, etc. regarding the financial responsibility of these repairs of pooling due to runoff?

If you have any additional questions, I can be reached at (734) 716-5155, and Harrison Ford can be reached at (815) 980-7677.

Thank you for your time and consideration.

Marissa Ford
Paralegal
Couzens, Lansky, Fealk, Ellis, Roeder & Lazar, P.C.
39395 West 12 Mile Road, Suite 200
Farmington Hills, Michigan 48331
Telephone: (248) 489-8600 ext 352
Direct Dial: (248) 324-3912
Facsimile: (248) 324-2098



Website: www.couzens.com

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Sonja Stout

From: Chantel LeBlanc <chantel.marmel@gmail.com>
Sent: Saturday, February 1, 2025 9:57 AM
To: Sonja Stout
Subject: Regarding Village Sidewalk Repair Sidwell No: 09-02-479-005

Hello,

This is Chantel Cody, resident of 59 North Washington St, Lake Orion.

I'm writing in regards to our flagged damaged sidewalk.

My husband and I recognize the damage and wanted to inform you that it was damaged when the telephone pole was replaced about two years ago, of which I'm sure you have records of.

We were gone when it happened, and a neighbor made it aware to us the work being done and the damage that it caused. We assumed the village, or company, recognizing the damage, would come and fix the sidewalk but they never did.

So, therefore, in your letter regarding the sidewalk improvement program, it states on page 5 that if the damage resulted from damage directly caused by a public utility company if their facilities resulted in sidewalk damage that the city would invoice the company.

I attached a picture of the said telephone pole in relation to the cracked sidewalk.

I appreciate your time and consideration, please let us know how to proceed.

We will be out of town from February 14-April 9th, so if you need to contact us my phone number is 248-719-6541 and my husband's is 313-303-3138

Sincerely,

Chantel Cody



Sonja Stout

From: Jeff Schaedig <jschaedig62@gmail.com>
Sent: Wednesday, February 5, 2025 11:30 AM
To: Sonja Stout
Subject: 2025 Sidewalk Improvement Program District #1

To whom it may concern.

We are responding to the sidewalk improvement notice that was sent to us (Sidwell N.: 09-02-443-008). Based on the sidewalk repair location for our property at 140 East Jackson Street we do not believe we should be held responsible for the repair. Note that images have been included in this email. The first image is a blown-up version of the image that was sent to us in the notice. The second image of the sidewalk repair location includes the storm drain. This section of sidewalk is located within a few feet of the storm sewer drain. The description of the damage based on the notice we received is listed as settling. During rainstorms water collects around the drain and on the sidewalk as it starts to wash down the drain. We do not have any control over this process and as you can see from the images included the sections of sidewalk in question are dipping towards the drain due to erosion. Also note that a couple of years ago this storm drain washed out leaving a hole several feet deep. We would appreciate a response from you as soon as possible about this issue.

Thank you

Jeff and Kris Schaedig

Sonja Stout

From: Eve Ryan <ryaneve@gmail.com>
Sent: Monday, February 10, 2025 2:17 PM
To: Sonja Stout
Subject: 2025 Sidewalk Improvement Program District 1 - Comments

Ladies and Gentlemen of the Village Council:

Thank you for the opportunity to comment regarding the Village of Lake Orion Sidewalk improvement program. Please know that my husband and I wish to be good neighbors and are happy to do our part to keep Lake Orion the wonderful, pedestrian-friendly community that it is. We are willing to fix/replace any existing hazards abutting our property, and are grateful for the opportunity to do so at a discounted rate afforded by group pricing.

I would also like to mention that in addition to the heaving/settling causing hazards, the issue of the poorly functioning storm drains is of great concern. Our sidewalks are often either under inches of mud, water or ice, creating a dangerous situation for all pedestrians. Our sidewalk is often used by young students walking to Blanche Sims, and I have witnessed many slipping on the ice, or walking in the road to avoid the problem, thus creating another safety concern. I am hopeful that this issue is one that the Village Council is taking under consideration as well.

Thank you again,
Eve & Tim Ryan
305 E. Jackson



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC Adopt FY 2024-25 through FY 2029-30 Capital Improvement Plan

BACKGROUND BRIEF:

Village Council is scheduled to consider adopting the FY 2024-25 through FY 2029-30 Capital Improvement Plan.

Council held work session meetings on January 8 and January 15 to review and discuss the draft plan for the current fiscal year as well as the subsequent five years in an effort to develop an initial comprehensive plan. An updated CIP will be presented to Council for consideration during the FY 2025-26 budget preparation process that will remove the current fiscal year and add FY 2030-31.

The Planning Commission reviewed the proposed CIP at its February 3, 2025, regular meeting and provided comments. The draft minutes from that meeting are attached for the information of Council.

Attached is the final proposed plan.

SUMMARY OF PREVIOUS COUNCIL ACTION:

10/25/2023 - Council held a work session meeting to review the elements of a capital plan, the forms created to prepare the plan, and the initial draft plan. Administration requested that council submit any projects by the end of November for inclusion in the plan.

02/26/2024 - Council members offered their input on the various projects that were already listed in the preliminary Capital Improvement Plan (CIP). The Village Manager stated this Capital Improvement Plan (CIP) is a preliminary report and also stated funding options and projects will be further evaluated with upcoming budget sessions. Items that can't be funded accordingly can be moved to the next fiscal year or upcoming years to accommodate funding for select projects.

01/08/2025 – Council reviewed and discussed the draft FY 2024-2030 CIP and recommended changes.

01/15/2025 – Council continued its review and discussion of the draft plan and recommended final revisions.

01/27/2025 – Council refers the draft plan to the Planning Commission for review and comment at its February 3, 2025, regular meeting.

FINANCIAL IMPACT:

The revised draft Capital Improvement Plan identifies almost \$29 million in capital needs for the Village over the next six years to be funded from a variety of sources.

RECOMMENDED MOTION:

To adopt the FY 2024-25 through FY 2029-30 Capital Improvement Plan as presented.



**CAPITAL IMPROVEMENT PROGRAM
FY 2024-25 THROUGH FY 2029-30**

Approved by Village Council on _____, 2025

ACKNOWLEDGMENTS

This Capital Improvement Program was developed and prepared by the Village of Lake Orion administration and Village Council with valuable contributions from Village boards and commissions, consultants, and partners.

LAKE ORION VILLAGE COUNCIL

Honorable Teresa Rutt, President
Stan Ford, President Pro-Tem
Alex Comparoni, Jr. Carl Cyrowski George Dandalides Michael Lamb Nancy Moshier

ADMINISTRATION

Darwin D. P. McClary, Village Manager
Sonja Stout, Clerk/Treasurer
Mark Amundson, Chief of Police Wesley Sanchez, Public Works Director

PLANNING COMMISSION

James Zsenyuk, Chair
Larry Dunn Henry Lorant
Michael Lamb Darwin McClary Teresa Rutt Edward Sabol

PARKS AND RECREATION ADVISORY COMMITTEE

Rosemary Ford, Chair
Alex Comparoni, Jr. Erin Crane Cristy Garbacik Jody Hand

DOWNTOWN DEVELOPMENT AUTHORITY

Debbie Burgess, Chair
Chris Barnett Alaina Campbell Sam Caruso Lloyd Coe
Hank Lorant Sally Medina Teresa Rutt Matt Shell
Matthew Gibb, Executive Director

CONSULTANTS AND PARTNERS

Beier Howlett, Legal Services
McKenna, Planning and Zoning Services
North Oakland Transportation Authority
Nowak & Fraus Engineers, Engineering Services
Oakland County Water Resources Commissioner
Orion Township Building Department
Orion Township Fire Department
Orion Township Library
VC3, Information Technology Services

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INTRODUCTION

The Village of Lake Orion Capital Improvement Program (CIP) is a multi-year planning instrument used to identify needs and financial resources for significant public improvements; to facilitate the orderly planning of those improvements; to maintain, preserve, and protect Lake Orion’s existing infrastructure system; and to provide for the acquisition or scheduled replacement of assets to ensure the efficient delivery of services to the community. The CIP is also utilized to ensure that capital improvements are fiscally sound and consistent with the goals and policies of the Village Council, administration, and residents and business owners.

A comprehensive CIP is an essential tool for the planning and development of the social, physical, and economic wellbeing of the community. This process is a necessary step in an organized effort to strengthen the quality of public facilities and services; provide a framework for the realization of community goals and objectives; and provide a sound basis from which to build and maintain a healthy and vibrant community.

The CIP informs the Village of Lake Orion, residents, business owners, and stakeholders of the village’s plans to address significant capital needs over the next six (6) years. Thereafter, the CIP is reviewed annually and another year’s projects are added to the CIP. The CIP provides visual representations of the community’s needs and may include maps that detail the timing, sequence, and location of capital projects. The CIP may also influence growth as infrastructure projects often impact development patterns.

The benefits the CIP provides for residents, business owners, and stakeholders may include but are not limited to:

- Optimizing the use of revenue
- Focusing attention on community goals, needs, and capabilities

- Guiding future growth and development
- Encouraging efficient government
- Improving intergovernmental and regional cooperation
- Maintaining a sound and stable financial program
- Enhancing opportunities for participation in federal and/or state grant programs

Projects identified in the CIP represent the community’s plan to serve both residents and businesses and anticipate the needs of a dynamic community. Projects are guided by various development plans and policies established by the Planning Commission, Village Administration, and Village Council. Plans and policies may include but are not limited to:

- Community master plan
- Redevelopment plans
- Downtown development plan
- Recreation master plan
- Transportation plans and nonmotorized transportation plans
- Asset management plans
- Intergovernmental, regional state, and federal plans
- Administrative plans and policies
- Goals and objectives of the Village Council

CAPITAL IMPROVEMENT PROGRAM OVERVIEW

Preparation of the CIP is done under the authority of the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended. The goal of the CIP is to implement the Community Master Plan and to assist in the community’s financial planning for capital needs.

The CIP is dynamic. Each year, all projects included within the CIP are reviewed, a call for new projects is made, and adjustments are made to existing projects arising from changes in the amount of funding required, conditions, priorities, timelines, and other relevant considerations. A new year of programming is also added each year to replace the prior year funded in the annual operating budget.

The CIP should continue to develop over time by adding features to gradually improve quality and sophistication. Greater attention will be devoted to providing more detailed information about individual project requests, program planning, fiscal analyses, fiscal policies, and debt strategies.

CAPITAL IMPROVEMENT PROGRAM AND THE BUDGET PROCESS

The CIP plays a significant role in the implementation of the Community Master Plan by providing the link between planning and budgeting for capital projects. The CIP process precedes the budget process and is used to develop the capital project portion of the annual budget. Approval of the CIP by the Village Council does not mean that the council is granting final approval of all projects contained within the plan. Rather, by approving the CIP, the Village Council acknowledges that these projects represent a reasonable interpretation of the upcoming needs for the community and that projects contained in the first year of the plan are suitable for inclusion in the upcoming budget.

Priority ranking of CIP projects does not necessarily correspond to funding sequence. For example, a street project that is ranked lower than a park project may be funded prior to the park project because the street project has access to a restricted revenue source, whereas a park project may have to compete for funding from other revenue sources. A project’s funding depends upon many factors—not only its merit but also its location, cost, funding source, logistics, relation to other projects, and other considerations.

Lake Orion strives to maximize resources by maintaining a balance between operating and capital budgets. A continuous relationship exists between the CIP and the annual budget as should be expected in a properly managed strategic planning environment. Budget appropriations lapse at the end of each fiscal year as the operating budget is funded with recurring annual revenues, such as taxes, licenses, fines, user fees, and interest income.

The Village adheres to a “pay-as-you-go” philosophy to the greatest extent possible in developing the budget for the CIP. However, this position does not preclude Village Council from authorizing utilization of other sources of funding to address emergency situations or to take advantage of economies of scale by accelerating completion of multiyear projects. There may be instances in which federal or state requirements may necessitate the Village to obtain debt funding to remain in compliance with regulations. In addition, the availability of grants or gifts to the Village may enable projects to be implemented earlier than planned or the scope of such projects to be expanded.

PROCESS FOR THE CAPITAL IMPROVEMENT PROGRAM

CIP ADMINISTRATIVE GROUP. Responsibility for development of the CIP rests with Village Administration after consultation with Village Council, boards and commissions, and other key stakeholders. Administration’s development of the CIP includes review of the various plans, studies, and policies informing the capital needs of the village; development of project rating and weighting criteria; preparation of project requests and schedules; review of funding options; development of the draft CIP for discussion with the Village Council and other key stakeholders; and presentation of the final proposed CIP at a public hearing with the Village Council.

GOVERNING BODY. The Village Council is encouraged to use the CIP as a tool in the adoption of the annual budget in accordance with Village goals and objectives. Whenever funding for significant capital improvement projects is considered, Village Council should verify that the project has been included in the CIP and, if not, the reasons for circumventing the CIP process are appropriately documented. The Village Council retains final authority for the adoption of the multi-year CIP.

RESIDENTS, BUSINESSES, AND OTHER KEY STAKEHOLDERS. Residents, businesses, and other key stakeholders are encouraged to review the CIP (available online) and offer comments to, or participate in, discussion with the Village Council in the process of adopting the annual CIP and making subsequent annual amendments thereto. Village Council encourages open communication with residents and business owners by staff, boards and commissions, consultants and council members regarding the CIP.

CAPITAL IMPROVEMENT PROGRAM CRITERIA

The Village of Lake Orion CIP defines a capital improvement project as a major nonrecurring expenditure that includes one or more of the following:

1. Construction of any new facility (e.g., public building, water or sanitary sewer mains, storm sewers, major and local roadways, recreational facilities, parking lots) or an addition to or extension of such facility, provided that the cost of such facility is at least \$2,500 and that the improvement will have a useful life of more than one (1) year.
2. Nonrecurring rehabilitation of all or a part of a Village-owned building, public grounds, or a facility, provided that the cost of such rehabilitation is at least \$2,500 and the improvement will have a useful life of more than one (1) year.
3. Purchase or replacement of vehicles, equipment, or tools to support community programs or services, provided that the cost of such vehicles, equipment, or tools is at least \$2,500, has a useful life of more than one (1) year, and will be coded to a capital asset account.
4. A planning, feasibility, engineering, or design study that **is** related to an individual capital improvement project, or to a program that is implemented through individual capital improvement projects, **regardless of the cost of the study**, provided the cost of such project for which the study relates is at least \$15,000 and will have a useful life of more than one (1) year.
5. A planning, feasibility, engineering, or design study that **is not** related to an individual capital improvement project, or program that is implemented through an individual capital improvement project, **regardless of the cost of the study**, provided the total cost of all projects intended to result from such study is at least \$15,000.

6. Acquisition of land for a public purpose that is not part of an individual capital improvement project, or a program that is implemented through individual capital improvement projects, provided that the cost of such land is at least \$2,500. Land purchased as part of an individual capital improvement project will be included in the cost of that particular project.

CAPITAL IMPROVEMENT PROGRAM FUNDING

Capital improvement projects often involve the outlay of substantial funds necessitating access to numerous sources to provide financing for greater than one fiscal year and frequently for the life of the project. Capital funding sources are often earmarked for specific purposes and cannot be transferred from one capital program to another. For example, millage funds raised by the Village for streets must be used for the purposes that were stated when the voters approved the millage. The CIP must be prepared with some projections as to the amount of funding available. The following is a summary of the funding sources for projects included in the CIP.

GENERAL FUND. Equipment purchases or public improvement projects, the benefit of which is shared by the community generally, are considered general operating expenditures, or are expenditures that cannot be appropriately assigned to another funding source typically derive their funding from the Village of Lake Orion General Fund. The General Fund receives its revenue from the general operating tax levy set by the Village Council annually as well as other general sources of revenue.

ENTERPRISE FUNDS. In enterprise financing, funds are accumulated in advance for capital requirements. Enterprise funds not only pay for capital improvements but also for the day-to-day operations of community services and the debt payments on revenue bonds

and loans. The community can set levels for capital projects; however, increases in capital expenditures for water mains, for example, could result in increased rates. Enterprise fund dollars can only be used on projects related to that enterprise fund (e.g., water system funds can only be used for expenditures relating to the water system).

BONDS. When the Village of Lake Orion sells bonds, purchasers of those bonds are, in effect, lending money to the community. The money is repaid, with interest, from taxes or fees over several years. The logic behind issuing bonds (or “floating a bond issue”) for capital projects is that the citizens who benefit from the capital improvement should help the community pay for them. Lake Orion issues bonds in two (2) forms:

- **General Obligation Bonds.** Perhaps the most flexible of all capital funding sources, General Obligation Bonds can be used for the design or construction of any capital project. These bonds are financed through property taxes. In financing through this method, the taxing power of the community is pledged to pay interest and principal to retire the debt. Voter approval is required if the community wants to increase the taxes that it levies and the amount is within Lake Orion’s state-mandated debt limit. To minimize the need for property tax increases, the community makes every effort to coordinate new bond issues with the retirement of previous bonds. General Obligation Bonds are authorized by a variety of state statutes.
- **Revenue Bonds.** Revenue bonds are sold for projects that produce revenues, such as water and sewer system projects. Revenue bonds depend on user charges and other project-related income to cover their costs. Unlike General Obligation Bonds, revenue bonds are not included in the state-mandated debt limits because the full

faith and credit of the community do not back them. Revenue bonds are authorized by Public Act 94 of 1933.

ACT 51 FUNDS. Based on a formula set by the State of Michigan through Public Act 51 of 1951, as amended, the Village receives a portion of the tax placed on motor vehicle fuel sales, vehicle registration fees, and highway usage in the state. The restrictions placed on the expenditure of these funds ensure that they will be spent on transportation-related projects or operations and services, specifically through the Village’s Act 51 Major Street Fund or Local Street Fund.

TAX INCREMENT FINANCING (TIF). Tax increment financing is a municipal financing tool that may be used to renovate or redevelop declining areas while improving their tax base. TIF applies the growth in tax base over time within a TIF redevelopment area to pay for project-related public improvements. For purposes of financing activities within the Village’s downtown district, the Village Council established the Lake Orion Downtown Development Authority (DDA) and adopted its first TIF plan in 1985. In 2020, the council extended the DDA TIF Plan through 2039. The Recodified Tax Increment Financing Act, Public Act 57 of 2018, authorizes a number of TIF options, including downtown development authorities.

TAX LEVIES. The property tax levy is a millage rate imposed on the taxable value of real and personal property and is one of the most important sources of community revenue. The property tax rate is stated in mills (one dollar for each \$1,000 of taxable value). This rate is applied to a property’s taxable value, a concept established by Proposal “A” in 1994, after the application of all tax exemptions. Millages are either authorized by state statute or are voter-approved and are specifically earmarked for a particular purpose. For example,

a street millage provides funding dedicated to the maintenance of streets beyond the revenue received from the State of Michigan through Act 51. The community is authorized to utilize millages under the Michigan Home Rule Village Act, Public Act 278 of 1909, as amended.

STATE AND FEDERAL GRANT FUNDS. The state and federal governments make funds available to communities through specific grants and aid programs. Funds are often tied directly to a particular program while the community may have discretion in the expenditure of funds under other grant programs, within certain parameters. For the most part, the community has no direct control over the amount of money received under these programs.

SPECIAL ASSESSMENTS. Capital improvements that benefit particular properties, rather than the entire community, may be financed more equitably by special assessment (i.e., a charge against properties that benefit directly through an appropriate allocation formula). Local improvements most often financed by this method include street improvements, sidewalks, streetscape improvements, and parking lots.

DEVELOPER CONTRIBUTIONS. Occasionally, capital improvements are required to serve new development. Should funding not be forthcoming from the community to construct such improvements, developers may agree to voluntarily contribute their share or to install the facilities themselves so the development can proceed. It should be noted here that development impact fees (i.e., requiring developers to pay for public improvements) are not permitted in Michigan.

FUND RESERVES. A budgeted use of unencumbered fund reserves is permissible when fund expenditures prove to be less than anticipated and resulting fund reserves are available to reallocate to appropriate capital program purposes related to the contributing fund.

OTHER REVENUE. Other revenues include those that cannot be easily classified in the revenue centers list above. Other revenue may consist of bank or interfund installment loans, interest on investments, cost recovery or reimbursements, metered parking or other service or program fees or charges, insurance proceeds, court judgments, penalties, or other miscellaneous revenue.

CAPITAL IMPROVEMENT PROGRAM FINANCIAL PLAN

The financial plan for the ensuing six-year Capital Improvement Program for the Village of Lake Orion is included on the following pages. It is the intent of the Village that the CIP will be reviewed annually and the program updated to reflect changes in the CIP projects as some projects are completed, others are amended or reprioritized, and new projects are added. The Village of Lake Orion Capital Projects Fund, Fund 401, accounts for all revenues and expenditures of the Capital Improvement Program anticipated to be received or expended during the current fiscal year.

VILLAGE OF LAKE ORION CAPITAL IMPROVEMENT PROGRAM SUMMARY

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTAL
BY DEPARTMENT OR ACTIVITY:							
Council	0	0	0	0	0	0	0
Manager	2,500	0	0	3,000	0	0	5,500
Clerk	1,500	0	0	0	0	0	1,500
Finance/Treasury	6,000	0	0	0	0	0	6,000
General Activities	15,400	0	0	0	0	0	15,400
Building/Planning/Zoning	1,500	0	45,000	0	0	0	46,500
Police	86,596	116,000	126,800	61,800	127,800	59,400	578,396
Public Works	1,500	45,000	300,000	0	0	0	346,500
Parks & Recreation	26,000	176,000	36,000	0	0	0	238,000
DDA	0	0	0	0	0	0	0
DDA Bond & Property							
Redevelopment	0	0	0	0	0	0	0
DDA Public Infrastructure	0	100,000	0	0	0	0	100,000
Grounds/Parking/Structures	60,000	86,500	75,000	0	0	0	221,500
Major Streets	15,000	58,000	156,000	81,000	150,000	150,000	610,000
Local Streets	100,000	547,000	435,000	518,000	550,000	550,000	2,700,000
Sidewalks	9,000	39,000	39,000	39,000	39,000	39,000	204,000
Water	173,410	513,410	243,410	7,611,250	111,250	111,250	8,763,980
Sanitary Sewer	3,727,010	5,428,619	5,407,303	0	278,000	0	14,840,932
Storm Sewer	0	5,000	5,000	5,000	5,000	5,000	25,000
Cemetery	40,000	0	15,000	0	0	0	55,000
TOTAL:	4,265,416	7,114,529	6,883,513	8,319,050	1,261,050	914,650	28,758,208

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTAL
BY FUNDING SOURCE:							
Operating Revenue	0	0	0	0	0	0	0
General Fund	82,400	124,200	135,000	8,000	5,000	5,000	359,600
Public Works Fund	0	5,000	0	0	0	0	5,000
Major Streets	16,125	42,750	79,750	42,250	76,750	76,750	334,375
Local Streets	80,125	150,500	110,500	131,250	139,250	139,250	750,875
Police Fund	86,596	86,800	106,800	41,800	107,800	39,400	469,196
Solid Waste	0	0	0	0	0	0	0
DDA	1,500	0	0	0	0	0	1,500
Capital Improvement	0	0	0	0	0	0	0
DDA Bond & Property							
Redevelopment Fund	0	0	0	0	0	0	0
DDA Public Infrastructure	26,000	257,200	46,000	20,000	20,000	20,000	389,200
Motor Pool	0	0	0	0	0	0	0
Sidewalk Fund							
Water & Sewer Fund	404,660	525,410	243,410	111,250	389,250	111,250	1,785,230
Cemetery Fund	40,000	10,000	15,000	0	0	0	65,000
Bond Issue	1,313,010	4,678,619	4,657,303	6,000,000	0	0	16,648,932
Grant	2,194,000	768,300	759,000	1,509,000	9,000	9,000	5,248,300
Special Assessment	0	465,750	430,750	455,500	514,000	514,000	2,380,000
Millage	0	0	0	0	0	0	0
Other	21,000	0	300,000	0	0	0	321,000
TOTAL:	4,265,416	7,114,529	6,883,513	8,319,050	1,261,050	914,650	28,758,208

BUILDING/PLANNING/ZONING CAPITAL IMPROVEMENT PROGRAM

PROJECT NO.	CAPITAL ITEM	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
B-721-1	Desktop Computer for Planning and Zoning Coordinator	1,500						1,500
	Community Master Plan Update			30,000				30,000
	Parks & Recreation Master Plan Update			15,000				15,000
								0
								0
								0
								0
								0
								0
								0

TOTALS:	1,500	0	45,000	0	0	0	0	46,500
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FUNDING SOURCES:

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
Operating Revenue							0
General Fund	1,500		45,000				46,500
Major Streets							0
Local Streets							0
Police Fund							0
Solid Waste							0
DDA							0
Capital Improvement							0
DDA Bond & Property							0
Redevelopment Fund							0
DDA Public Infrastructure							0
Motor Pool							0
Water & Sewer Fund							0
Cemetery Fund							0
Bond Issue							0
Grant							0
Special Assessment							0
Millage							0
Other							0

TOTALS:	1,500	0	45,000	0	0	0	0	46,500
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POLICE CAPITAL IMPROVEMENT PROGRAM

PROJECT NO.	CAPITAL ITEM	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
207-1	Desktop Computers (6) for Chief, Lt., Records Clerk, Officers, Reserves	15,653						15,653
207-2	Police Vehicle	56,000						56,000
207-3	Glock M45 9mm Handguns and Leather Gear (17)	14,943						14,943
	Taser Replacements (8)		4,000	4,000	4,000	4,000	4,000	20,000
	Public Radar Sign			5,000				5,000
	Police Vehicle Replacement Ford Maverick		35,000	60,000		66,000		126,000
	Lidar Unit		8,000					8,000
	Vehicle Camera Replacement (5)		8,000	8,000	8,000	8,000	8,000	40,000
	Body Camera Replacement (9)		4,800	4,800	4,800	4,800	2,400	21,600
	Special Event Safety Equipment		20,000	20,000	20,000	20,000	20,000	100,000
	Public Safety Technology		25,000	25,000	25,000	25,000	25,000	125,000
	Bicycle Patrol Equipment		11,200					11,200
TOTALS:		86,596	116,000	126,800	61,800	127,800	59,400	578,396

FUNDING SOURCES:

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
Operating Revenue							0
General Fund							0
Major Streets							0
Local Streets							0
Police Fund	86,596	84,800	106,800	41,800	107,800	39,400	467,196
Solid Waste							0
DDA							0
Capital Improvement							0
DDA Bond & Property							0
Redevelopment Fund							0
DDA Public Infrastructure		31,200	20,000	20,000	20,000	20,000	111,200
Motor Pool							0
Water & Sewer Fund							0
Cemetery Fund							0
Bond Issue							0
Grant							0
Special Assessment							0
Millage							0
Other							0
TOTALS:	86,596	116,000	126,800	61,800	127,800	59,400	578,396

PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM

PROJECT NO.	CAPITAL ITEM	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
B-125-2	Desktop Computer for Director	1,500						1,500
	DPW Admin Pickup Truck		45,000					45,000
	DPW Garage Building Replacement			300,000				300,000
								0
								0
								0
								0
								0
								0
								0
								0
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								0
								0
								0
								0
								0
								0
								0
								0
TOTALS:		1,500	45,000	300,000	0	0	0	346,500

FUNDING SOURCES:

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
Operating Revenue							0
General Fund							0
Public Works Fund		5,000					5,000
Major Streets	375	10,000					10,375
Local Streets	375	10,000					10,375
Police Fund							0
Solid Waste							0
DDA							0
Capital Improvement							0
DDA Bond & Property Redevelopment Fund							0
DDA Public Infrastructure							0
Motor Pool							0
Water & Sewer Fund	750	10,000					10,750
Cemetery Fund		10,000					10,000
Bond Issue							0
Grant							0
Special Assessment							0
Millage							0
Other - Installment Loan			300,000				300,000
TOTALS:		1,500	45,000	300,000	0	0	346,500

LOCAL STREETS CAPITAL IMPROVEMENT PROGRAM

PROJECT NO.	CAPITAL ITEM	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
	Park Avenue Retaining Wall Replacement	100,000						100,000
	PAMP Treatment Program "A"		547,000					547,000
	PAMP Treatment Program "B"			435,000				435,000
	PAMP Treatment Program "C"				518,000			518,000
	Future Projects (undetermined)					550,000	550,000	1,100,000
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0

TOTALS:	100,000	547,000	435,000	518,000	550,000	550,000	2,700,000
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FUNDING SOURCES:

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
Operating Revenue							0
General Fund							0
Major Streets							0
Local Streets	79,000	136,750	108,750	129,500	137,500	137,500	729,000
Police Fund							0
Solid Waste							0
DDA							0
Capital Improvement							0
DDA Bond & Property							0
Redevelopment Fund							0
DDA Public Infrastructure							0
Motor Pool							0
Water & Sewer Fund							0
Cemetery Fund							0
Bond Issue							0
Grant							0
Special Assessment		410,250	326,250	388,500	412,500	412,500	1,950,000
Millage							0
Other - Cost Sharing Agreementt	21,000						21,000

TOTALS:	100,000	547,000	435,000	518,000	550,000	550,000	2,700,000
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WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

PROJECT NO.	CAPITAL ITEM	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
592-1	Water Main Replacement Phase III & IV				7,500,000			7,500,000
592-2	Water Service Line Lead Verification	32,160	32,160	32,160				96,480
592-3	Lead Service Line Replacement	81,250	81,250	81,250	81,250	81,250	81,250	487,500
592-4	Water Meter Replacement		350,000					350,000
592-5	AMR Automatic Meter Reading System	30,000						30,000
592-6	Water Meter Radio Read Tower			100,000				100,000
592-7	Fire Hydrant Replacement Cut and cap old wellhead in DPW cold barn	30,000	30,000	30,000	30,000	30,000	30,000	180,000
			20,000					20,000
								0
								0
								0
								0
								0
								0
								0

TOTALS: 173,410 513,410 243,410 7,611,250 111,250 111,250 8,763,980

FUNDING SOURCES:

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
Operating Revenue							0
General Fund							0
Major Streets							0
Local Streets							0
Police Fund							0
Solid Waste							0
DDA							0
Capital Improvement							0
DDA Bond & Property							0
Redevelopment Fund							0
DDA Public Infrastructure							0
Motor Pool							0
Water & Sewer Fund	173,410	513,410	243,410	111,250	111,250	111,250	1,263,980
Cemetery Fund							0
Bond Issue				6,000,000			6,000,000
Grant				1,500,000			1,500,000
Special Assessment							0
Millage							0
Other							0

TOTALS: 173,410 513,410 243,410 7,611,250 111,250 111,250 8,763,980

SANITARY SEWER SYSTEM CAPITAL IMPROVEMENT PROGRAM

PROJECT NO.	CAPITAL ITEM	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
592-01	Pump Stations Upgrade Phase I and Force Mains	3,498,010						3,498,010
592-02	Pump Stations Upgrade Phase II		5,428,619					5,428,619
592-03	Pump Stations Upgrade Phase III			5,407,303				5,407,303
SAW Grant Report	Sewer Open Cut - 2 Locations, 40 LF	69,000						69,000
SAW Grant Report	Sewer Point Repair - 2 locations	30,000						30,000
SAW Grant Report	Sewer Spot Liner - 15 locations, 44 LF	46,000						46,000
SAW Grant Report	Sewer Pressure Test - 12 locations	16,000						16,000
SAW Grant Report	Sewer Seal Joints - 15 locations	10,000						10,000
SAW Grant Report	Sewer Tap Repair - 1 location	1,000						1,000
SAW Grant Report	Heavy Clean, Pre Post CCTV	32,000						32,000
SAW Grant Report	Manhole Repair	25,000						25,000
SAW Grant Report	Sewer Line Pipe - 3 locations, 744 LF					69,000		69,000
SAW Grant Report	Sewer Spot Liner - 21 locations, 56 LF					51,000		51,000
SAW Grant Report	Sewer Pressure Test - 29 locations, 1,150 LF					46,000		46,000
SAW Grant Report	Sewer Seal Joints - 32 locations					22,000		22,000
SAW Grant Report	Sewer Tap Repair - 4 locations					6,000		6,000
SAW Grant Report	Heavy Clean, Pre Post CCTV					84,000		84,000
								0
								0
								0
TOTALS:		3,727,010	5,428,619	5,407,303	0	278,000	0	14,840,932

FUNDING SOURCES:

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS	
Operating Revenue							0	
General Fund							0	
Major Streets							0	
Local Streets							0	
Police Fund							0	
Solid Waste							0	
DDA							0	
Capital Improvement							0	
DDA Bond & Property Redevelopment Fund							0	
DDA Public Infrastructure							0	
Motor Pool							0	
Water & Sewer Fund	229,000				278,000		507,000	
Cemetery Fund							0	
Bond Issue	1,313,010	4,678,619	4,657,303				10,648,932	
Grants	2,185,000	750,000	750,000				3,685,000	
Special Assessment							0	
Millage							0	
Other							0	
TOTALS:		3,727,010	5,428,619	5,407,303	0	278,000	0	14,840,932

STORM SEWER SYSTEM CAPITAL IMPROVEMENT PROGRAM

PROJECT NO.	CAPITAL ITEM	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
	Storm Sewer Manhole Repairs		5,000	5,000	5,000	5,000	5,000	25,000
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0
								0

TOTALS:	0	5,000	5,000	5,000	5,000	5,000	5,000	25,000
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FUNDING SOURCES:

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	TOTALS
Operating Revenue							0
General Fund		5,000	5,000	5,000	5,000	5,000	25,000
Major Streets							0
Local Streets							0
Police Fund							0
Solid Waste							0
DDA							0
Capital Improvement							0
DDA Bond & Property							0
Redevelopment Fund							0
DDA Public Infrastructure							0
Motor Pool							0
Water & Sewer Fund							0
Cemetery Fund							0
Bond Issue							0
Grant							0
Special Assessment							0
Millage							0
Other							0

TOTALS:	0	5,000	5,000	5,000	5,000	5,000	25,000
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Darwin McClary

From: Lynsey Blough
Sent: Wednesday, February 5, 2025 11:36 AM
To: Darwin McClary
Cc: Sonja Stout
Subject: Planning Commission Feedback on CIP

Hi Mr. McClary,

I've drafted the minutes for item 9A from the Planning Commission Meeting regarding the CIP. While I haven't finished the rest of the minutes yet, I wanted to send this to you now since I know you're preparing the agenda for the Village Council meeting on Monday. Thanks!

9. New Business

A. Draft FY 2024-2030 Capital Improvement Plan for Planning Commission to Review and Comment

Village Manager McClary provided an overview of the Capital Improvement Plan to the Planning Commission. During the discussion, Council Member Lamb inquired whether Village Manager McClary was aware of any community-wide special assessments for street maintenance and replacement. Village Manager McClary explained that many communities use special assessments to allocate the cost of street improvements, relying on MDOT street classifications to gauge the community benefit. He noted that major streets tend to bear a greater financial burden compared to local streets. He also mentioned that many communities levy a road millage instead of using special assessments due to insufficient funds from general taxes under Act 51.

Village Manager McClary expressed his preference against using a millage for this purpose. Council Member Lamb countered, suggesting that if the village uses general revenue for road improvements, it will essentially function like a millage. Village Manager McClary affirmed this but explained that due to the Headlee Rollback, which limits the Village's financial flexibility, relying on general funds for streets isn't viable. He emphasized that a special assessment district is a fairer way to charge property owners based on the benefit they receive from the improvements, rather than using a millage based on property value. He warned that a millage could create inequities, as wealthier property owners would pay more regardless of the direct benefit to them. In addition, a millage could be problematic if future councils were unable to guarantee ongoing funding. Therefore, Village Manager McClary argued that special assessments are the most equitable and sustainable option for funding street improvements.

Council Member Lamb used the Sanitary Sewer Pump Station Project as an example to illustrate his point about spreading costs across the entire village. He noted that 60% of the village population doesn't directly benefit from the project. In response, Village Manager McClary argued that all residents have an interest in the pump stations. He explained that if the pump stations fail and result in pollution in the lake, property values across the village would decline, affecting everyone. Village Manager McClary emphasized that the project operates like a business enterprise system, similar to utilities like DTE and Consumers Energy, rather than a public service like streets or sidewalks. It is funded differently, with customers—those who benefit from the system—being responsible for its costs and maintenance.

Council Member Lamb asked additional questions about the cost of street paving, to which Villa McClary explained that if property owners are specially assessed, they would be charged based on the front footage of their property. Village Manager McClary clarified that the CIP outlines the projects identified in the Pavement Asset Management Plan, which was developed by the Village Engineers. This plan includes street projects for the next three years, which are listed in the major and local street sections of the CIP.

Village Manager McClary also used the Park Avenue Retaining Wall Project as an example, explaining that the property owners funded the project themselves. Under the current policy for dead-end street paving, the property owners would primarily bear the cost of improvements on that street since they directly benefit from it.

Council Member Lamb interjected, noting that the overall Capital Improvement Plan (CIP) addresses the key issues. Commissioner Barry, with his financial background, recommended having contingency plans in place as part of the CIP, which was well-received by Council Member Lamb, who praised Commissioner Barry’s financial insights. Commissioner Barry acknowledged the progress the Village Council had made in their discussions around the CIP.

Village Manager McClary emphasized that the CIP covers the current fiscal year and extends for five years, with regular reviews and evaluations by the Village Council and Administration. He reminded everyone that the CIP is a plan, not a firm commitment.

President Rutt echoed Village Manager McClary’s sentiment, noting how far the Village Council had come since two years ago when there was no formal plan in place. She expressed her willingness to be transparent about the costs of the plan, highlighting the identification of \$28 million in CIP projects. She mentioned that the Village would do its best to secure funding, whether through grants or other resources, and that the plan could be adjusted based on priorities and available funding.

Lynsey Blough, CMC
Deputy Clerk/Treasurer



Village of Lake Orion
21 East Church Street | Lake Orion, MI 48362
Office: (248) 693-8391 ext. 103 | Fax: (248) 693-5874
Office Hours: Mondays – Thursdays | 7:00 AM – 4:30 PM
<https://www.lakeorion.org/>



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC GOGov Permitting and Licensing Software

BACKGROUND BRIEF:

Administration is requesting that Village Council approve a contract with GOGov, Inc., for its permitting and licensing software unlimited subscription service. Currently, the Village utilizes Microsoft Excel spreadsheets to record and track all of its permits and licenses, Spreadsheets are very limited their functionality to search, retrieve, report, and follow up. The GOGov system is a robust and powerful web based system that is accessible from anywhere for any user with an account. The system would allow the Village to consolidate all permits and licenses into a single system, would offer online applications and payment of fees, enhance information sharing between departments and agencies, improve permit follow up and enforcement, facilitate permit renewal processes, generate activity reports as needed, reduce workload, and eliminate reliance on local servers and electricity to ensure operability. The system also integrates with the GOGov GoEnforce code enforcement module which is already in use by the Village, thereby flagging properties that are subject to current code enforcement actions when considering permits or licenses.

Building permits would continue to be processed through the Township’s BS&A building inspections and permitting module.

Attached please find the request from Planning and Zoning Coordinator Belko and the proposal from GOGov for the information of Council. Village Attorney Kucharek is recommending a supplemental contract to ensure compliance with federal law and other requirements.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

The total annual cost for the GOGov permitting and licensing software unlimited subscription is \$6,240.00. A budget amendment is necessary for this project and is also attached.

RECOMMENDED MOTION:

#1 – To approve Budget Amendment BA-2025-101-228-03 to provide a supplemental appropriation in the amount of \$6,240.00 for the GOGov permitting and licensing unlimited annual subscription service.

#2 – To approve the contract with GOGov, Inc., in the amount of \$6,240.00 in accordance with the firm’s proposal dated December 10, 2024, for the GOGov permitting and licensing software unlimited annual subscription service and authorize the Village Manager to execute all necessary documents on behalf of the Village relating to this contract.

VILLAGE OF LAKE ORION, MICHIGAN
BUDGET ADJUSTMENT WORKSHEET

FISCAL YEAR: 2024-25
 FUND: General
 DEPT: Information Tehnology
 REQUESTED BY: D. McClary
 DATE: 2/6/2025
 AMENDMENT # BA-2025-101-228-03

ACCT #	ACCT NAME	ADOPTED	AMENDED	REVENUE CHANGE	EXPENDITURE CHANGE	NEW AMENDED BUDGET	REASON
101-228-801-000	Contractual Services	34,986	87,426		6,240	93,666	Supplemental appropriation for GOGov permitting and licensing unlimited software subscription

NET CHANGE IN BUDGET:		0	6,240
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Approved by Village Manager:  Date: 02/06/2025
 Approved by Village Council: _____ Date: _____



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

To: Darwin McClary, Village Manager & Zoning Administrator
Village of Lake Orion
21 E. Church Street
Lake Orion, MI 48362

From: Gage Belko, AICP – Planning & Zoning Coordinator, Village of Lake Orion

Date: February 4, 2025

Re: GOGov Permitting & Licensing Software

Mr. McClary:

The Planning & Development Department is thrilled about the prospect of partnering with GOGov to provide Village residents, businesses, and property owners with a comprehensive online application, review, permitting, and licensing service. GOGov Permitting is a modern, streamlined approach to development review within the Village that will enhance collaboration with applicants, Village staff (Administration, Zoning, Code Enforcement, Public Works), and Township staff (Building, Fire). Initial administration of the software will focus on planning and zoning workflows, interfacing directly with the Village's existing GOGov GoEnforce module, but the potential applications are (nearly) endless – i.e., boat passes, dog licenses, business licenses, annual event permits, and more!

A proposal from GOGov is attached under separate cover, highlighting the numerous benefits of the software. I would like to further elevate its **cloud-based functionality**, allowing applicants and staff to collaborate from anywhere; **automated project tracking**, emails, and renewals – saving time and money (no more endless spreadsheets!); and a Village-first approach to providing **excellent customer service** – by giving applicants and staff more autonomy through robust, user-friendly tools, we can improve the quality, fairness, and consistency of services.

The Village legal consultant, Beier Howlett, has prepared an agreement for your and Village Council's review that includes GOGov's Terms & Conditions while providing additional protection for the Village. The Village agreement supersedes the Terms & Conditions when/if conflicts arise. We anticipate a 4-6-week rollout of the service upon execution of the agreement for a 1-year fee of \$6,240.

Please do not hesitate to contact me should you have any questions.

Respectfully,

Gage Belko, AICP
Planning & Zoning Coordinator

**ONLINE PERMITTING AND LICENSING SOFTWARE CONTRACT
BETWEEN THE VILLAGE OF LAKE ORION AND
GOGov**

This Contract entered into as of this ___ day of _____, by and between the **VILLAGE OF LAKE ORION**, a Michigan municipal corporation, (herein called the VLO) and **GOGov** located at _____, (herein called the “Contractor”). The parties hereto agree as follows:

WHEREAS, the Village of Lake Orion desires to engage in an agreement for Online Permitting and Licensing (Permits) and has prepared a request for sealed proposals which includes a request for certain qualifications and capabilities; and,

WHEREAS, the Contractor has made a bid for permitting software with the RFP; and,

WHEREAS, it is mutually agreed by and between the parties that the documents consisting of attachments A, B and C shall be incorporated herein by reference as a part of this agreement and shall be binding by all parties hereto. If any of these documents are in conflict with this agreement, the terms of this agreement shall take precedence.

1. Scope of Work

- 1.01 The Contractor shall carry out and perform the Services in a timely and proper manner. The Parties shall be governed by and the Services shall be performed in accordance with the terms and conditions contained in this Contract.
- 1.02 The Contractor shall furnish VLO every reasonable opportunity to inspect the work to ascertain whether the Services as Performed and the materials used in connection therewith are in accordance with the Contract.

2. Contract Term

- 2.01 This contract shall be effective for a one year period ending _____, 2026.
- 2.02 Upon the written agreement in the form of an Addendum, the parties may extend this Contract for an additional one (1) year period on the same terms and conditions contained herein with the exception of price. The rates to be charged for the performance of the Services upon any extension pursuant to this Section 2.02 shall be as mutually agreed upon by the Parties and approved by the VLO and documented in the aforementioned Addendum.

3. Personnel and Administration

- 3.01 The Contractor shall provide the necessary labor to perform the Services. The Contractor shall engage only competent, efficient employees to perform the Services and shall not use any person unfit or without sufficient skill to perform the work assigned to him/her hereunder. The Contractor agrees that it is fully responsible to VLO.

3.02 For Purposes of this Contract, the relationship of the Contractor to VLO is and shall continue to be that of an independent contractor. No liability or benefits, such as worker's compensation or pension rights or liabilities, arising out of a contract for hire or employer/employee relationship, shall arise or accrue to or against VLO as a result of the performance of this Contract.

4. Equipment and Materials

4.01 Unless otherwise stipulated in this Contract, the Contractor shall furnish all tools, equipment, supplies, work accessories, supervision and transportation necessary for the complete and proper performance of the Services. The Contractor shall provide and perform all necessary labor in a substantial and workmanlike manner and in strict accordance with the provisions of the Contract.

4.02 Unless otherwise stipulated, all materials, supplies, and equipment shall be of good quality and as specified in the Contract. The Contractor shall, if required by VLO, furnish satisfactory evidence as to the kind and quality of all equipment, materials, and supplies to be utilized hereunder.

4.03 All tools, equipment, and devices owned and used by the Contractor in the Performance of the Services shall remain the property of the Contractor. VLO shall not be liable for and the Contractor shall hold VLO harmless from any loss, theft or damage to such tools, equipment, and materials.

5. Work Performance

5.01 The Contractor shall guarantee and re-execute at its sole expense any work that is faulty or defective, fails to conform to the Contract or fails to conform to such inspections, tests, or approvals conducted by VLO.

6. Compensation

6.01 Upon the performance of the Services by the Contractor and upon receipt of an accurate invoice, VLO agrees to pay the Contractor at the rates set forth in the bid that was supplied to VLO (Attachment "A").

6.02 Payment for the proper performance of the Services shall be contingent upon submission by the Contractor of an invoice for payment, and waivers of lien for labor and materials. Such invoice shall certify the total cost of the services performed during that billing period and shall itemize work performed and specific rates for that work.

6.03 The contractor shall, in a timely manner, invoice VLO for all work performed. **Payment shall be made from VLO within fourteen (14) days of receipt of the invoice.**

7. Arbitration, Indemnification and Insurance

7.01 Arbitration

Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled either by commencement of a suit in Oakland County Circuit Court, the 52-3 District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by the American Arbitration Association with one arbitrator being used, or three arbitrators in the event any party's claim exceeds \$1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator's and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL §600.5001 et seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. The laws of the State of Michigan shall govern this Agreement, and the arbitration shall take place in Oakland County, Michigan. In the event that the parties elect not to have the matter in dispute arbitrated, any dispute between the parties may be resolved by the filing of a suit in the Oakland County Circuit Court or the 52-3 District Court.

7.02 Indemnification

To the fullest extent permitted by law, the CONTRACTOR and any entity or person for whom the CONTRACTOR is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the Village of Lake Orion, its elected and appointed officials, employees and volunteers and others working on their behalf against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the VILLAGE, its elected and appointed officials, employees, volunteers or others working on their behalf, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arise out of the acts, errors or omissions of the CONTRACTOR including its employees and agents, in the performance of this Agreement. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of its elected or appointed officials, employees, volunteers or others working on behalf of the VILLAGE.

The VILLAGE agrees that the contractors shall be solely responsible for job site safety and all contractors shall be required in the VILLAGE contract with such contractors to indemnify the CONTRACTOR for any liability incurred by the CONTRACTOR as a result of the contractor's negligent acts or omissions. However, such indemnification shall not extend to liability resulting from the negligence of the CONTRACTOR.

7.03. Insurance

The CONTRACTOR shall not commence work under this Agreement until it has, at its sole expense, obtained the insurance required by this paragraph. All certificates of insurance shall be with insurance carriers licensed and admitted to do business in the

State of Michigan. All coverages shall be with insurance carriers acceptable to the Village of Lake Orion. The CONTRACTOR shall maintain during the life of this Agreement the types of insurance coverage and minimum limits as set forth below:

- A. Workers' Compensation Insurance: CONTRACTOR shall procure and maintain during the life of this Agreement, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

- B. Commercial General Liability Insurance: CONTRACTOR shall procure and maintain during the life of this Agreement, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.

- C. Motor Vehicle Liability Insurance: CONTRACTOR shall procure and maintain during the life of this Agreement Motor Vehicle Liability Insurance, including all applicable no-fault coverages, with limits of liability of not less than \$ 1,000,000 per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

- D. Additional Insured: The Commercial General Liability and Motor Vehicle Liability, as described above, shall include an endorsement stating the following shall be *Additional Insureds*: The Village of Lake Orion including all elected and appointed officials, all employees, all boards, commissions and/or authorities and board members. This coverage shall be primary and any other insurance maintained by the additional insureds shall be considered to be excess and non-contributing with this insurance required from CONTRACTOR under this Section.

- E. Professional Liability Insurance: If Professional Liability Insurance is available, Professional Liability Insurance with limits of not less than \$2,000,000 per claim if CONTRACTOR will provide service that are customarily subject to this type of coverage.

- F. Cancellation Notice: Workers' Compensation Insurance, Commercial General Liability Insurance, Professional Liability Insurance and Motor Vehicle Liability Insurance as described above, shall include an endorsement stating the following: "Thirty (30) days Advance Written Notice of Cancellation or Non-Renewal shall be sent to: Director of Finance, Village of Lake Orion, 21 East Church Street, Lake Orion, Michigan 48362.

G. Proof of Insurance Coverage: CONTRACTOR shall provide the VILLAGE at the time the Agreement is returned for execution, Certificates of Insurance and/or policies, acceptable to the Village, as listed below.

- 1) Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance;
- 2) Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance;
- 3) Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance;
- 4) Two (2) copies of Certificate of Insurance for Professional Liability Insurance;

H. Coverage Expiration: If any of the above coverages expire during the term of this Agreement, CONTRACTOR shall deliver renewal certificates and/or policies to the Village at least (10) days prior to the expiration date.

8. Termination

8.01 The Contract may be terminated by the VLO at any time, and for any reason or no cause. If the Contract is to be terminated, VLO will pay the Contractor only for the services rendered prior to termination, which payment shall constitute full and complete payment and satisfaction under the Contract. VLO shall give written notice to the Contractor of such termination specifying the effective date thereof, at least thirty (30) days prior to the effective date of such termination.

9. Fair Employment Practices

9.01 In accordance with the United States Constitution and all Federal legislation and regulations governing fair employment practices and equal employment opportunity, and in accordance with the Michigan Constitution and all state laws and regulations governing fair employment practices and equal employment opportunity, the Contractor agrees that it will not discriminate against any person, employee, or applicant for employment, with respect to his/her hire, tenure, terms, conditions, or privileges of employment because of his/her religion, race, color, national origin, age, sex, height, weight, marital status or handicap, that is unrelated to the individual's ability to perform the duties of a particular job or position.

10. Miscellaneous

10.01 No waiver of any breach shall affect or alter this Contract. But each and every covenant, term and condition of this Contract shall continue in full force and effect with respect to any other then existing or subsequent breach thereof. This Contract shall be governed by the laws of the State of Michigan.

10.02 Unless the context expressly requires otherwise, the words “herein”, “hereof” and “hereunder” and other words of similar import, refer to this Contract as a whole, and not to any particular article or section.

11. Governing Law

This Agreement shall be governed by the laws of the State of Michigan. The parties acknowledge that this Agreement pertains to property located in the State of Michigan, and the parties submit to the jurisdiction of the courts of Oakland County, Michigan.

12. Entire Agreement

This Agreement constitutes the entire agreement between the parties. No change, addition or modification to this Agreement shall be effective unless signed in writing by both parties. In the event of a conflict in any of the terms of this Agreement and the Contractors December 10, 2024 response, the terms of this Agreement shall prevail. (Attached hereto as Attachment “B.”)

GOGov

By: _____

Its: _____

STATE OF MICHIGAN)
) ss:
COUNTY OF OAKLAND)

On this ____day of _____, 2025 before me personally appeared _____, who acknowledged that with authority on behalf of GOGov to do so he/she signed this Agreement.

Notary Public

County, Michigan
Acting in _____ County, Michigan
My commission expires: _____

VILLAGE OF LAKE ORION

By: _____
Darwin D.P. McClary, Village Manager

**ATTACHMENT A
BIDDER'S PROPOSAL**

Attached: Village of Lake Orion, MI, Permitting & Licensing, December 10, 2024

**ATTACHMENT B
BIDDER'S AGREEMENT**

For CONSULTANT TO PERFORM FACILITIES CONDITION ASSESSMENT

In submitting this proposal, as herein described, the Contractor agrees that:

1. They have carefully examined the specifications, terms and Agreement of the Request for Proposal and all other provisions of this document and understand the meaning, intent, and requirement of it.
2. They will enter into a written contract and furnish the item or items in the time specified in conformance with the specifications and conditions contained therein for the price quoted by the proponent on this proposal.

BID PREPARED BY (Print Name)	DATE
-----------------------------------------------	-------------

TITLE	DATE
--------------	-------------

AUTHORIZED SIGNATURE	E-MAIL ADDRESS
-----------------------------	-----------------------

COMPANY

ADDRESS	PHONE
----------------	--------------

NAME OF PARENT COMPANY	PHONE
-------------------------------	--------------

ADDRESS

**ATTACHMENT C
VENDOR CERTIFICATION THAT IT IS NOT AN
“IRAN LINKED BUSINESS”**

Pursuant to Michigan law, (*the Iran Economic Sanctions Act, 2012 PA 517, MCL*

129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an “IRAN LINKED BUSINESS, as defined by law.

Vendor	
Legal Name	
Street Address	
Library	
State, Zip	
Corporate I.D. Number / State	
Taxpayer I.D. #	

The undersigned, with: 1) full knowledge of all of Vendors business activities, 2) full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an “IRAN LINKED BUSINESS” as required by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the County of Oakland.

Signature of Vendor’s
Authorized Agent: _____

Printed Name of Vendor’s
Authorized Agent: _____

Witness Signature: _____

Printed Name of Witness: _____

Village of Lake Orion, MI

Permitting & Licensing

December 10, 2024

Prepared By:

Kevin Strauss

(631) 861-5812

Kevin@gogovapps.com

Prepared For:

Gage Belko

Planning & Zoning Coordinator

zoning@lakeorion.org

Subscriptions & Services

Description	Amount
GOPermit Online Permitting & Licensing (Permits) - Unlimited Subscription	\$6,240 /year
Services: \$0 Annually: \$6,240	

Order Details

Primary Contact			
Contact Name:		Phone:	
Title:		Email:	

Billing Information			
Contact Name:		Phone:	
PO #: (Optional)		Email:	

Contract Term Information	
Initial Subscription Period:	12 months starting:

Terms & Conditions

The following terms are the latest version of the GOGov Master Terms & Conditions that is maintained and updated. No part of these terms may be modified other than the “Special Terms & Exceptions” section.

1. **Ownership & License:** GOGov, Inc. (dba “GOGov”) owns all intellectual property in the software products listed in the Subscription and Services section (collectively “Software” or “Subscription Services”) in the Order Form. Customer shall not modify, adapt, translate, rent, lease or otherwise attempt to discover the Software source code. The following terms and conditions (this “Agreement”) will be effective as of the date of last signature of the Order Form (“Effective Date”) and will be governed by the laws in force in the State of New York.
2. **Software License.** The Software subscription and the accompanying files, software updates, lists and documentation are licensed, not sold, to you. You may use the Software if you maintain your annual subscription.
3. **Continued Services**
 - 3.1 **Hosting.** GOGov agrees to maintain Customer data in a secure datacenter and is committed to providing 99.5% uptime and availability. GOGov will perform nightly backups of your hosted data to an alternate physical location.
 - 3.2 **Ownership of Data.** All hosted data specific to Customer is owned by the Customer. Within thirty (30) calendar days following termination of this Agreement, the Customer can request and GOGov will provide a complete copy of Customer’s data without additional charge through a downloadable zip file provided the customer is current on payments.
4. **Payment Terms & Fees**
 - 4.1 **Subscription Term and Termination.** The initial Subscription Term of this Agreement begins on Effective Date (last signature) and will continue to the end of the Initial Subscription Period listed in the Order Form. At the end of the initial Subscription Term, Customer’s subscription and this Agreement will renew for an additional twelve (12) month term and for subsequent twelve (12) month periods thereafter. Quotes for budgeting purposes will be sent 6 months prior to subscription renewal. Invoices are sent approximately 60 days prior to subscription renewal. To cancel this agreement, Customer should submit written notice to GOGov at Billing@GOGovApps.com not less than sixty (60) calendar days prior to the end of the then-current Term. GOGov reserves the right to increase the annual fees by 7% on the anniversary date of each annual term.
 - 4.2 **Payment Terms.** Initial payment is due at the beginning of the subscription term. Each subsequent annual billing will be due on the anniversary date of the initial term. Payment Terms are NET 30 Days from the invoice date.
 - 4.3 **Taxes & Obligations.** Customer agrees to pay the amounts specified in the Order, which are non-cancelable and non-refundable, based on services purchased, not usage. Fees do not include any applicable taxes (e.g. sales, VAT, or withholding). For non-tax-exempt customers, Customer is responsible for paying all Taxes associated with its purchases hereunder and may be invoices separately by GOGov.
 - 4.4 **Convenience Fees.** For GOGov products that manage credit card processing, GOGov will add a Convenience Fee of \$3.00 plus 3% per transaction to offset the costs of online processing.
 - 4.5 **Voice & SMS.** For customers using Voice and SMS services only. Customer must purchase a minimum of 10,000 credits per year to keep the Voice & SMS subscription active. Credits are non-refundable but will carry forward as long as the subscription remains active. Each SMS message uses 1-credit for each segment (160 characters) sent or received. Voice services use 1-credit per minute of outbound or inbound calls, except for calls to Alaska (907 area code) which cost 7-credits per minute (credit costs are subject to change). Upon cancellation of the Voice & SMS subscription any unused credits are forfeit and the leased Phone Number will be released and no longer available. Customer must abide by all federal and state laws and regulations for SMS & Voice calling usage including following a proper opt-in process (gogovapps.com/terms#sms).
5. **Limitation of Liability.** GOGov will, at all times during the Agreement, maintain appropriate insurance coverage. In no event will GOGov’s cumulative liability for any general, incidental, special, compensatory, or punitive damages whatsoever suffered by Customer or any other person or entity exceed 50% of the annual contract value at the point in time when the circumstances came about to such claim(s) of liability, even if GOGov or its agents have been advised of the possibility of such damages.

- 6. **Updating of Terms.** Upon each renewal of this Agreement, the latest Master Terms & Conditions that GOGov has published within the software ninety (90) days prior to the renewal date shall replace these terms. Any Special Terms & Exceptions listed in the original document shall carryover to the renewal terms. We reserve the right to change our Master Terms & Conditions at any time. If the changes are material, GOGov will advise the Customer by email or posting a notice on the site before changes go into effect. If the Customer does not agree to the new terms, Customer may contact Support@GOGovApps.com to have objections considered.
- 7. **Other Provisions**
 - 7.1 *Other Public Agency Orders.* Other public agencies may utilize the terms and conditions established by this Agreement if agreeable to all parties. Customer does not accept any responsibility or involvement in the purchase orders or contracts issues by other public agencies.
 - 7.2 *Alternate Terms Disclaimed.* The parties expressly disclaim any alternate terms and conditions accompanying drafts and/or purchase orders issued by Customer.
- 8. **Special Terms & Exceptions.** None.

This Order Form is entered into between Customer and GOGov. Customer accepts and agrees to adhere to the Terms and Conditions with this order form, will be referenced as the "Agreement." This Agreement between Customer and GOGov, which Customer hereby acknowledges and accepts, constitutes the entire agreement between GOGov and Customer governing the Services referenced above. Customer represents that its signatory below has the authority to bind Customer to the terms of this Agreement.

GOGov, Inc.

Village of Lake Orion, MI

Sign: _____
Name: Daryl Blowes
Title: CEO
Date: _____

Sign: _____
Name: _____
Title: _____
Date: _____

Additional Customer Signatures (Optional)

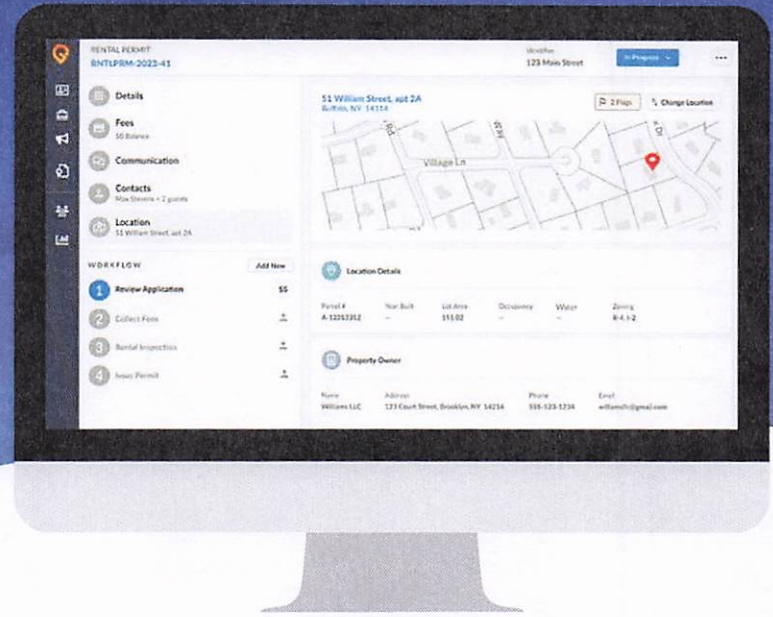
Sign: _____
Name: _____
Title: _____
Date: _____

Sign: _____
Name: _____
Title: _____
Date: _____



Permitting & Licensing

450+ customers
2m+ citizens engaged
7m+ issues resolved



Benefits for Permitting & Licensing



Apply & Pay Online

Allow citizens to apply & pay for any type of Permit, Licenses or Registration.



Automated Renewal Process

Automated reminders allow citizens to easily renew and pay.



Robust Workflows & Inspections

Enhance efficiency and accuracy throughout your operations.

All of Your Permit and Licenses In One Spot

Marriage

Event

Alcohol

Pet

Peddler

Building

Parking

Business

And More...



Get Started Today!



Citizen Benefits

Apply & Pay Online

Apply for any type of Permit, License, or Registration and quickly get approved & pay online.

Track all your Permits and Documents

See all your applications and permits in one place using your mobile phone, tablet or laptop.

Renewal Reminders

Receive email notifications and easily renew and pay online.

Staff Benefits

Track & Manage Everything

Easily search and view all Applications and permits and their status. Automated reminders allow citizens to easily renew and pay without involving staff.

Workflow

Setup approval processes and loop in other staff to review and approve applications.

Collaborate with Citizens

Send & receive messages to applicants when necessary and have your entire conversation captured on the application.

Manager Benefits

Increased Revenue

Increase your Permit Revenue by making it easy for citizens and automating the renewal process.

Agency-wide & Easy Set-up

Standardize permit and renewal management across all departments to increase revenue. Enjoy easy setup without the need for consultants or expensive implementations—start with one department and expand anytime you need.

Finance Friendly

Reconcile payments using reports with your financial software (ERP).

Support & Training

All-Inclusive Training & Support

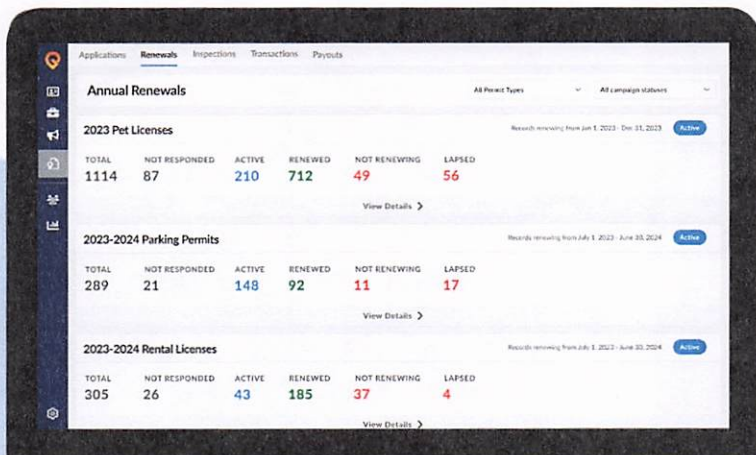
We provide unlimited access to a dedicated trainer as well as unlimited access to our support team via phone, web and email.

Ongoing Training & Support

Continuous assistance to adapt to changes, train new staff, and maintain performance.

Performance & Reliability

Dependable products with world-class infrastructure for uninterrupted service availability.





COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC Appointments to Board of Ethics

BACKGROUND BRIEF:

On October 9, 2023, Council adopted the Ethics Ordinance. Section 30.66 (a)(4) states that the Board of Ethics shall be made up of three (3) persons who may or may not be residents of the Village who have legal, administrative or other desirable qualifications. The purpose of the Board of Ethics is when there is a question or complaints as to the applicability of any provision of this code to a particular situation, that question or complaint shall be directed to the Board of Ethics. It shall then be the function of the Board of Ethics to conduct hearings and/or issue an Advisory Opinion, as applicable. The Village has received two (2) applications for the Board of Ethics, and the Board of Ethics posting has been posted several times throughout the past year in the Oakland Press and the Lake Orion Review. Administration is preparing to advertise the position again in the hopes of obtaining at least one more application.

Administration is requesting that Village Council either make appointments to the Board of Ethics or provide direction to Administration as to how the Council wishes to proceed in making appointments. Administration previously provided Council with recommended interview questions for candidates as requested by Council. Administration has contacted both of the current applicants for the Board to determine their continued interest in serving, and both have expressed an interest in serving.

SUMMARY OF PREVIOUS COUNCIL ACTION:

10/09/2023 – Council adopted the Ordinance creating the Board of Ethics and establishing an ethics policy for the Village.

07/22/2024 – Council received the two applications and requested that administration research appropriate interview questions and to bring back to Village Council at a Special Meeting, to be determined at a later date, which appropriate questions to ask in upcoming Ethics Board Interviews.

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

To be provided



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

OFFICE	Section 10, Item C.
Meets Required	
Will Attend / Unable to Attend	

APPLICATION FOR VILLAGE OF LAKE ORION ETHICS BOARD

Thank you for your interest in serving on the Ethics Board. The purpose of this form is to provide the Village of Lake Orion with basic information about applicants considered for appointment. NOTE: Completed applications are included in the Village Council agenda packet. The information included on this form is open to the public. All Board members are subject to the provisions of the Ethics Ordinance (Chapter 30 §30.60).

(Please print clearly)

Name Chad Scribner
 Residential Address [REDACTED]
 Residential City, Zip [REDACTED]
 Business Address 958 Walden Rd

Phone [REDACTED]
 Email [REDACTED]
 Length of Residence 4 years
 Occupation Real Estate Agent

Business City, Zip Lake Orion, 48359

Reason for Interest: Explain how your background and skills will enhance the board to which you have applied, With my experience of inspecting millions of dollars worth of life-saving drugs and Michigan real estate education and business, I will provide a fair, impartial, and independent perspective that will benefit the people.

List your related employment experience Pharmaceutical quality assurance, Michigan real estate agent code of ethics, equal opportunity, and fair housing training.

List your related community activities Election Inspector for Lake Orion.

List your related educational experience Bachelor of Science in Biochemistry and MBA; includes college-level ethics course.

To the best of your knowledge, do you or a member of your immediate family have any direct financial or business relationships with any supplier, service provider or contractor of the Village of Lake Orion from which you or they derive direct compensation or financial benefit?

If yes, please explain: No

Do you currently have a relative serving on any Village of Lake Orion boards/committees to which you have applied? No

Are you an elector (registered voter) in the Village of Lake Orion? No

Signature of Applicant Chad Scribner

Date 05 July 2024

27 E FLINT STREET, 2ND FLOOR
LAKE ORION, MICHIGAN 48362
(248) 814-9470 PH
(248) 814-8231 FX

OF COUNSEL
KENNETH R. SASSE
CAROLE M. STANYAR
BARBARA A. PATEK
RHONDA SPENCER POZEHL

January 29, 2024

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

re: Application for Village Ethics Board

Dear Clerk:

Enclosed please find my application to be a member of the Village of Lake Orion Ethics Board.

Thank you in advance for your consideration of this application.

Sincerely,



Kenneth M. Mogill

//
encl



Village of Lake Orion

21 E. Church Street
Lake Orion, MI 48362

OFFICE

Section 10, Item C.

Meets Requirements? Yes No

Will Attend / Unable to Attend

APPLICATION FOR VILLAGE OF LAKE ORION ETHICS BOARD

Thank you for your interest in serving on the Ethics Board. The purpose of this form is to provide the Village of Lake Orion with basic information about applicants considered for appointment. NOTE: Completed applications are included in the Village Council agenda packet. The information included on this form is open to the public. All Board members are subject to the provisions of the Ethics Ordinance (Chapter 30 §30.60).

(Please print clearly)

Name Kenneth M Mogill

Phone [REDACTED]

Residential Address [REDACTED]

Email * K.mogill@mizethicslaw.com

Residential City, Zip [REDACTED]

Length of Residence 38 yrs

Business Address 27 E Flint St, 2nd Floor

Occupation Attorney

Business City, Zip Lake Orion MI 48362

Reason for Interest: Explain how your background and skills will enhance the board to which you have applied _____

See Attached

List your related employment experience _____

List your related community activities _____

List your related educational experience _____

To the best of your knowledge, do you or a member of your immediate family have any direct financial or business relationships with any supplier, service provider or contractor of the Village of Lake Orion from which you or they derive direct compensation or financial benefit? No

If yes, please explain: N/A

Do you currently have a relative serving on any Village of Lake Orion boards/committees to which you have applied?

No

Are you an elector (registered voter) in the Village of Lake Orion? No - Registered Voter

Signature of Applicant _____

Date 1/29/2024

Return the completed and signed application form to: Village of Lake Orion, Village Clerk, 21 Church Street, Lake Orion, MI 48362

Updated 11/21/2023

*By providing your email to the Village, you agree to receive news & notifications from the Village of Lake Orion.

Reason for interest:

For over 30 years, my law practice has been concentrated in the field of professional ethics, including providing ethics advice to municipal law departments, prosecutors' and defender offices, judges and private attorneys and law firms on a broad range of ethics issues.

Related employment:

I have been in private practice for 52 years, with my office being located in the Village for the past 21 years. Since 2002, I have been an adjunct professor at Wayne State University Law School, where I have taught legal ethics since 2006.

Related community activities:

I have long been active in the State Bar of Michigan and other bar-related activities. I am a past chairperson of the State Bar's Standing Committee on Professional Ethics and have been a member of various State Bar and Michigan Supreme Court *ad hoc* committees addressing ethics-related issues. I am currently a member of the Michigan Supreme Court's Justice for All Task Force. I am also a long-time member of the local Federal Bar Association's Ethics Committee. I am a frequent speaker at conferences and seminars on issues related to legal ethics and have written multiple journal articles on various aspects of legal ethics.

Educational experience:

I earned my bachelor of arts degree with honors in honors political science from the University of Michigan in 1968 and my juris doctor degree from the University of Michigan Law School in 1971.

ETHICS

§ 30.60 PUBLIC POLICY.

(A) Public office and employment are public trusts. For government to operate properly, each village official, appointee employee or advisor must earn and honor the public trust by integrity and conduct.

(B) The village hereby declares that all village officials, appointees and employees must avoid conflicts between their private interests and the public interest. Public officials, appointees and employees must:

- (1) Be independent, impartial and responsible to the people;
- (2) Make governmental decisions and policy in the proper governmental channels;
- (3) Not use public office for personal gain.

(C) To enhance public trust, the village must provide its officials, appointees and employees with adequate guidelines for separating their roles as private citizens from their roles as public servants.

(D) This Code of Ethics sets minimum standards of ethical conduct for all village officials, appointees and employees, elected or appointed, paid or unpaid. It proscribes actions incompatible with the public interest and directs disclosure of private financial or other interests in matters affecting the village.

(Ord. 24.10, passed 10-9-23)

§ 30.61 RESPONSIBILITIES OF PUBLIC OFFICE.

(A) Village officials, appointees and employees are bound to uphold the Constitution of the United States and the Constitution of the State and to carry out impartially and comply with the laws of the nation, state, and the village. Village officials, appointees and employees must not exceed their authority or breach the law or ask others to do so. Village officials, appointees and employees are bound to observe in their official acts the highest standards of ethical conduct and to discharge the duties of their offices faithfully, regardless of personal consideration, recognizing that their official conduct should be above reproach.

(B) All village officials, appointees and employees shall safeguard public confidence by being honest, fair and respectful of all persons and property with whom they have contact, by maintaining non-partisanship in all official acts, and by avoiding official conduct which may tend to undermine respect for village officials, appointees and employees and for the village as an institution.

(Ord. 24.10, passed 10-9-23)

§ 30.62 DEFINITIONS.

For the purposes of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

COMPENSATION. Any money, property, thing of value or benefit conferred upon or received by any person in return for services rendered or to be rendered to himself or herself or any other party.

CONSULTANT. A person who gives professional advice or services regarding matters in the field of his or her special knowledge or training.

FINANCIAL INTEREST. Any interest in money, property or thing of value or benefit.

IMMEDIATE FAMILY. A village official, appointee or employee, his or her spouse, parent or children.

Section 10, Item C.

OFFICIAL DUTIES or OFFICIAL ACTION. A decision, recommendation, approval, disapproval or other action or failure to act, which involves the use of discretionary authority.

PERSONAL INTEREST. An interest arising from blood or marriage relationships or any business association.

PRIVATE GAIN. Any interest or benefit, in any form, received by a village employee or official.

SUBSTANTIAL. Considerable in quantity or significantly great.

VILLAGE OFFICIAL, APPOINTEE OR EMPLOYEE. A person elected, appointed or otherwise serving in any capacity with the village in any position established by the Village Charter or by village ordinance which involves the exercise of a public power, trust or duty. The term includes all officials, appointees and employees of the village, whether or not they receive compensation, including consultants and persons who serve on advisory boards and councils. The term does not include election inspectors and student representatives appointed to village boards or councils.

(Ord. 24.10, passed 10-9-23)

§ 30.63 INTENTION OF ETHICS CODE.

(A) It is the intention of this Code of Ethics that village officials, appointees and employees avoid any action, whether or not specifically prohibited by these sections, which might result in, or create the appearance of:

- (1) Using public employment or office for private gain;
- (2) Giving or accepting preferential treatment, including the use of village property or information, to or from any organization or person;
- (3) Losing complete independence or impartiality of action;
- (4) Making a village decision outside official channels; or
- (5) Affecting adversely the confidence of the public or the integrity of the village government.

(B) The Code of Ethics is intended to be preventative and not punitive. It should not be construed to interfere with or abrogate in any way the provisions of any federal or state statutes, the Village Charter, the village ordinances, or any rights and/or remedies guaranteed under a collective bargaining agreement.

(C) This declaration of policy is not intended to apply to contributions to political campaigns, which are governed by state law.

(Ord. 24.10, passed 10-9-23)

§ 30.64 PROMULGATION.

(A) *Conflict of interest—general.*

(1) No official, appointee or employee of the village shall divulge to any unauthorized person, confidential information acquired in the course of employment or service as a village official in advance of the time prescribed for its authorized release to the public.

(2) No official, appointee or employee of the village shall represent his or her personal opinion as that of the village.

(3) Every official, appointee or employee of the village shall use personnel resources and funds under his or her official care and control solely in accordance with prescribed constitutional, statutory and regulatory procedures and not for personal gain or benefit.

(4) No official, appointee or employee of the village shall directly or indirectly, solicit or accept any gift or loan of money, goods, services or other thing of value for the benefit of any person or organization, other than the village, which tends to influence the manner in which the official, appointee or employee or any other official, appointee or employee performs his or her official duties. Gratuities do not include fees for speeches or published works on legislative subjects and, except in connection therewith reimbursement for expenses for actual expenditures for travel, and reasonable subsistence, for which no payment or reimbursement is made by the village, invitations to such events as ground breakings, grand openings, charitable or civic events, or inconsequential gifts from established friends.

(5) No official, appointee or employee of the village shall engage in a business transaction in which he or she may profit because of his or her official position or authority or benefit financially from confidential information which he or she has obtained or may obtain by reason of such position or authority.

(6) (a) No official, appointee or employee of the village shall engage in or accept employment or render services for any private or public interest when that employment or service is incompatible or in conflict with the discharge of his or her official duties or when that employment may tend to impair his or her independence of judgment or action in the performance of his or her official duties.

(b) This division (A)(6) shall not prohibit a part-time elected or appointed village official from engaging in private employment or business on his or her own time as a private citizen and where village business is not involved, subject to his or her disclosing such private employment or business on the public record for any matter on which he or she may be called upon to act in his or her official capacity, in accordance with all provisions below. He or she shall refrain from voting upon or otherwise participating in debate on any such matter.

(7) No official, appointee or employee of the village shall participate, as an agent or representative of the village, in the negotiation or execution of contracts, granting of subsidies, fixing of rates, issuance of permits or certificates, or other regulation or supervision, relating to any business entity in which he or she has, directly or indirectly, a financial or personal interest.

(8) No official, appointee or employee of the village shall use, or attempt to use, his or her official position to secure, request or grant unreasonably any special consideration, privilege, exemption, advantage, contract or preferential treatment for himself, herself, or others, beyond that which is available to every other citizen.

(9) Relatives by blood or marriage of any Councilmember, or the Village Manager, within the second degree of consanguinity or affinity, shall be disqualified from holding any appointive office, or from being employed by the village during the term of office of such Councilman or Village Manager, except and unless said relatives are bona fide appointive officers or employees of the village at the time of the election of such officer or appointment of such Village Manager. If the status of relationship between any employee of the village and any officer of the village changes to a relationship prohibited hereby after one year following the employment of such person or election or appointment of such officer, the provisions of this division (A)(9) shall not apply.

(10) It is recognized that various boards and councils are part of the plan of government for the village. As such, it is further recognized that by virtue of the various requirements for membership of the board, a member may be placed in the position of participating in a decision that may directly or indirectly affect his or her financial or personal interests. Therefore, those members of the various boards and council in the village, as they may be established from time to time, may participate in such decisions provided that they act:

- (a) In furtherance of the public good;
- (b) In compliance with the duties of their respective boards; and
- (c) In a manner consistent with division (A)(8) above.

(11) *Determination of conflict of interest.* A conflict of interest exists if:

(a) The village official, appointee or employee has any financial or personal interest, beyond ownership of his or her place of residence, in the outcome of a matter currently before that village official, appointee or employee, or is associated as owner, member, partner, officer, employee, broker or stockholder in an enterprise that will be affected by the outcome of such matter, and such interest is or may be adverse to the public interest in the proper performance of said official's, appointee's or employee's governmental duties; or

(b) The village official, appointee or employee has reason to believe or expect that he or she will derive a direct monetary gain or suffer a direct monetary loss, as the case may be, by reason of his or her official activity; or

(c) The public official has any other prohibited interest as defined by state statutes relating to conflicts of interest.

(12) *Subsequent conflict of interest.* No official, appointee or employee of the village shall acquire any financial interest in or accept any employment concerning any project which has been granted approval by the village or any council, board, department or employee thereof within one year of the official's, appointee's or employee's participation in any manner in considering or recommending the approval or disapproval of said project.

(13) No Councilmember's spouse or immediate family members may be appointed to any other board, committee, commission or employment with the Village of Lake Orion, except as permitted by Village Charter or ordinance.

(B) *Full disclosure.*

(1) *Responsibility to disclose.*

(a) It shall be the responsibility of the official, appointee or employee to disclose the full nature and extent of his or her direct or indirect financial or personal interest in a matter before him or her.

(b) No official, appointee or employee of the village shall participate, as an agent or representative of the village, in approving, disapproving, voting, abstaining from voting, recommending or otherwise acting upon any matter in which he or she has directly or indirectly a financial or personal interest. The official, appointee or employee shall, in such circumstances, recuse himself or herself from the matter before him or her.

(2) *Disclosure of conflict of interest and disqualification.*

(a) Any village official, appointee or employee who has a conflict of interest, as defined herein, in any matter before the village shall disclose such fact on the appropriate record of the village prior to discussion or action thereon and shall refrain from participating in any discussion, voting or action thereon, as follows, provided that such exceptions shall be observed as are permitted by law:

1. A Village Council shall disclose any conflict of interest and the nature and extent of such interest on the record of the Village Council;

2. A member of any village board, council or committee shall disclose any conflict of interest and the nature and extent of such interest on the records of said board, council or committee;

3. A village employee who has a financial or other interest in a matter before the Village Council or any village board, council or committee and who participates in discussion with, or gives

official opinion to the Village Council, or to such other village board, council or committee on such matter, shall disclose on the records of the Village Council or such other village board, council or committee, as the case may be, any conflict of interest and the nature and extent of such interest.

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4. Otherwise, any appointed village official, appointee or employee shall address such a disclosure to the supervisory head of his or her department, and any elected village official shall address such a disclosure to the general public.

(b) If a village official, appointee, council or employee who has a conflict of interest, as defined herein, in any matter before the village, and who discloses that conflict on the appropriate records but who refuses to refrain from discussion, deliberation or voting thereon, the matter under consideration shall be immediately referred to the Board of Ethics for a final determination as to the conflict in question and whether the official, councilor or employee must refrain from discussion, deliberation, action or voting thereon.

(c) Within 20 days after election, employment, appointment, or the effective date of this subchapter, or any change in the facts set forth in the village official's, appointee's or employee's previously filed disclosure statement, each village official, appointee and employee shall file with the Village Clerk an affidavit and disclosure statement. The Village Clerk shall provide each village official, appointee or employee with the required affidavit and disclosure statement form immediately upon his or her election, employment or appointment.

(d) The effective date for this subchapter shall be October 18, 2023.

(Ord. 24.10, passed 10-9-23)

§ 30.65 VIOLATION; ENFORCEMENT; ADVISORY OPINIONS.

(A) Board of Ethics.

(1) The Village Council, by super majority of those serving as Councilmembers shall appoint a Board of Ethics, consisting of three members, as an advisory body for the purpose of interpreting this Code of Ethics. No Councilmember or employee shall be appointed.

(2) (a) The initial three members of the Board of Ethics shall be appointed for one-, two-, and three-year terms of office respectively, which shall begin on October 18, 2023. If appointed prior to July 1, they shall begin their terms of office immediately and their terms shall include the additional time prior to July 1. Terms of office shall expire on June 30 of the respective years.

(b) Thereafter, all members shall be appointed to three-year terms, beginning July 1, so that only one member's term expires each year. A member shall hold office until his or her successor is appointed. The Village Council shall fill a vacancy by an appointment for the unexpired term only.

(3) The Village Council may also appoint not more than two alternate members for the same term as regular members of the Ethics Board. The alternate member may be called on a rotating basis to sit as a regular member of the Ethics Board in the absence of a regular member. An alternate member may also be called to service in the place of a regular member for the purpose of reaching a decision on a case in which the regular member has abstained for reasons of conflict of interest. The alternate member having been appointed shall serve in the case until a final decision has been made. The alternate member shall have the same voting rights as a regular member of the Ethics Board.

(4) The Board of Ethics shall be made up of three persons who may or may not be residents of the village who have legal, administrative or other desirable qualifications.

(a) The members of the Board of Ethics shall serve without compensation, and shall not be elected officials, appointee, persons appointed to elective office, full-time appointed officials, appointee or village employees, nor shall they be currently serving on any other village board or council.

(b) The Board shall select its own presiding officer from among its members.

(c) The Board shall establish such procedures it deems necessary or appropriate functions as set forth in this subchapter.

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(B) *Functions of the Board of Ethics.* When there is a question or a complaint as to the applicability of any provision of this Code of Ethics to a particular situation, that question or complaint shall be directed to the Board of Ethics. It shall then be the function of the Board of Ethics to conduct hearings and/or issue an advisory opinion, as applicable.

(1) *Hearings.* The Board of Ethics shall follow the following hearing procedure:

(a) The Board shall, within seven days after any matter is brought to its attention, set a date certain for hearing said matter.

(b) The Board shall, at least 28 days before the hearing date, send notice of such hearing, accompanied by a concise statement of the alleged breach of this Code of Ethics, to any person requested to appear before them, by certified mail, return receipt requested, to addressee only.

(c) Any person requested to appear before a Board of Ethics hearing may request one extension for a period not to exceed 28 days. Extensions thereafter will be granted only under extreme circumstances.

(d) Any person requested to appear before a Board of Ethics hearing may be accompanied by his or her attorney.

(e) All hearings at which any person shall be requested to appear shall be subject to the Open Meetings Act.

(f) All findings of Board hearings shall be published in permanent form and communicated to the Village Council and the public, subject to the requirements of the Open Meetings Act.

(2) *Advisory opinions.* All advisory opinions so issued shall also be published in permanent form and communicated to the Village Council and the public, subject to the requirements of the Open Meetings Act.

(3) After the Board of Ethics' advisory opinions and/or hearing findings have been published:

(a) The Village Council shall be responsible for imposing any sanction for a violation of this Code on one of its members or any person appointed by the Council to any village board.

(b) If it becomes necessary to seek the removal of a village official after the Board of Ethics' advisory opinion and/or hearing findings, the village shall follow the requirements for removal of a public official in accordance with the laws of the state.

(c) The Village Manager shall be responsible for imposing any discipline for a violation of this Code on any employee of the village.

(Ord. 24.10, passed 10-9-23)

§ 30.66 AFFIDAVIT AND DISCLOSURE STATEMENT.

Immediately following an election, employment or appointment of a village official or employee, the Village Clerk shall provide the individual with an affidavit and disclosure statement form. Within 20 days after election, appointment, employment or any change in the facts set forth in the village official's or employee's previously filed affidavit and disclosure statement, all village officials, appointees or employees shall file with the Village Clerk an affidavit and disclosure statement including the following:

(A) A disclosure statement responding in detail to the following questions:

Section 10, Item C.

(1) Do you promise and attest that if you or any members of your immediate family interest in real property located within the Village of Lake Orion, in land contiguous to the Village of Lake Orion, or in any area covered by a 425 Agreement to which the Village of Lake Orion is party and that property becomes subject to an issue before you in your capacity as an employee, board member, committee member, Councilmember, etc., that you will disclose such an interest?

(2) If you must disclose such an interest, you promise and attest to state the following information for each such interest owned:

(a) The nature of your interest in the real property; and

(b) The location of the real property (for improved property, provide the street address; for unimproved property state its location in relation to existing streets).

(3) Do you promise and attest that if you or any members of your immediate family own 5% or more of any business entity located in the Village of Lake Orion and that property becomes subject to an issue before you in your capacity as an employee, board member, committee member, Councilmember, etc., that you will disclose such an interest?

(4) If you must disclose such an interest, you promise and attest to state the following, to the best of your knowledge:

(a) The name of the entity;

(b) The address of the entity;

(c) The nature of your relationship to the entity; and

(d) The date relationship commenced.

(5) To the best of your knowledge, do you or any members of your immediate family have any direct financial or business relationships with any supplier, service provider or contractor of the Village of Lake Orion from which you or they derive direct compensation or financial benefit that is not reported in the prior answers?

(6) To the best of your knowledge, have you or any members of your immediate family given or received any gifts, other than from immediate family members, the value of which exceeds \$50, within the last year, or since the effective date of this Code, whichever time period is shorter, to or from any person or business or other legal entity doing business with the village, other than legal campaign contributions? If so, list the names and addresses of each donor or donee of each such gift and the date upon which it was made and the nature of the gift.

(B) An affidavit in which the village official, appointee or employee states: "I have read and I understand the Code of Ethics of the Village of Lake Orion and, to the best of my knowledge, I am not in conflict with its provisions."

Dated: _____

Subscribed and sworn to before me this ____ day of _____, 20____.

Notary Public

_____ County, Michigan

My Council Expires: _____

(Ord. 24.10, passed 10-9-23)

BOARD OF ETHICS CANDIDATE QUESTIONNAIRE

1. Could you please tell us a little about yourself, including your educational and work experience and any community service work?
2. How do you believe your background and skills can help you be an effective member of the Village's Board of Ethics?
3. Do you personally know any of the Village's elected officials, board and commission members, or employees? If so, how do you know them? Would your relationship with any of these individuals affect your ability to impartially hear ethics cases against them?
4. What does the term "ethics" mean to you?
5. In your opinion, why is it important to adopt and enforce ethical standards for public officials?
6. Do you believe there are any public officials who should not be subject to the ethical standards adopted by the Village? If so, who?
7. What role do you feel the Board of Ethics should play in handling cases of alleged ethics violations by public officials or employees?
8. If you were a member of the Board of Ethics, how would you handle a situation in which the Board is required to hear an ethics case involving one of your family members, friends, co-workers, neighbor, or other person with whom you have a personal relationship?
9. As a member of the Board of Ethics, how would you handle a case that might be highly political or controversial?
10. To the best of your knowledge, do you or a member of your immediate family have any direct financial or business relationships with any suppliers, contractors, or service providers of the Village of Lake Orion from which you or they derive compensation or financial benefit? If so, please explain.
11. Are you an elector (registered voter) in the Village of Lake Orion?
12. Is there any reason we should be aware of as to why you might not be eligible or qualified to serve as a member of the Board of Ethics?
13. Is there anything more you wish to share with us as to why you would be an effective member of the Board of Ethics?



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025
TOPIC Request to Combine DDA Board of Directors with Planning Commission

BACKGROUND BRIEF:

Administration is submitting its report and recommendation to Village Council on the request from Council Member Lamb to combine the DDA Board of Directors with the Planning Commission as directed by the Village Council at its November 25, 2024, meeting. It is the Village Manager’s finding that the interests of the community are best served by maintaining a separate DDA Board of Directors and Planning Commission.

Attached is the Village Manager’s report dated February 6, 2025.

SUMMARY OF PREVIOUS COUNCIL ACTION:

11/25/2024 – Council 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.

FINANCIAL IMPACT:

None

RECOMMENDED MOTION:

To accept 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.



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 Manager'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 through 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 transferred 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, Clerk



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 2020Correspondence – 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.

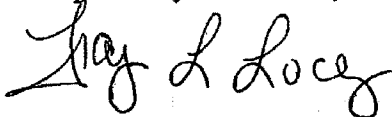
XIII. Citizen’s Comments – None.

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
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.

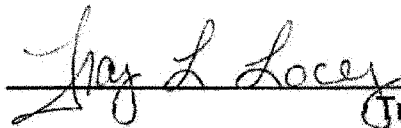
Clerk's Certification

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, 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 be 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.

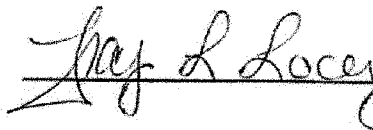
Clerk's Certification

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:

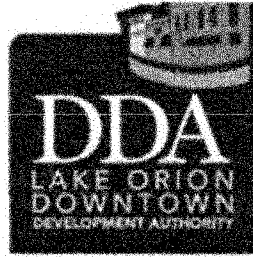
Trustees: Bill Adams, Colin Bailey, Tim Frisbie, Rick Holmes, Carl Keller, Julie Merrill, and Gail Reisterer
Absent: None.

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, Clerk



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 than 12 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

- o 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

- o 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

- o 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

- o 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

- o 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.



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 10, 2025

TOPIC Agreement for Downtown Seasonal Sidewalk and Parking Lot Snow Removal and Treatment

BACKGROUND BRIEF:

The Lake Orion Downtown Development Authority is requesting that Village Council approve a services agreement with the DDA to permit the Department of Public Works to perform sidewalk and parking lot snow removal services and salting within the downtown area on behalf of the DDA. The contract is for the 2025 winter season only.

The DDA Board of Directors held a special meeting on February 3, 2025, and approved the agreement subject to approval by the Village Council.

Attached is the request for services and proposed services agreement presented by the DDA.

SUMMARY OF PREVIOUS COUNCIL ACTION:

None

FINANCIAL IMPACT:

The DDA will pay to the Public Works Fund a lump-sum amount of \$17,000 for snow removal and salting services for the remainder of the 2025 winter season. Public Works Director Sanchez indicates that this amount will cover all costs incurred by the DPW to provide these services.

RECOMMENDED MOTION:

To approve the Agreement for Seasonal Snow Removal and Treatment between the Village of Lake Orion and the Lake Orion Downtown Development Authority to permit the Department of Public Works to perform downtown sidewalk and parking lot snow and ice removal services on behalf of the DDA for the period of February 1, 2025, through June 30, 2025, in the lump sum amount of \$17,000.00; and to authorize the Village Manager to execute the agreement on behalf of the Village.



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: February 3, 2025

TOPIC AGREEMENT FOR SEASONAL SNOW REMOVAL AND TREATMENT

BACKGROUND BRIEF:

The Board of the DDA called a Special Meeting for February 3, 2025 to discuss the recommended agreement reached between the DDA Director and the DPW Director to manage snow and ice maintenance in the business district for the remainder of the 2025 Winter Season. This would be a single term agreement, and not renewable until and unless revised term and management is agreed at a future date.

The materials presented to the DDA board are attached. The recommendation for this on time agreement was unanimously approved by the DDA.

FINANCIAL IMPACT:

As to the DDA: The DDA has \$12,000 budgeted in GL248-260-801-033 – Contractual Services DPW Snow Removal. IF COUNCIL APPROVES – at the February 18, 2025 DDA Board meeting a Motion will be brought forward to amend the budget to increase funding in GL 248-260-801-033 to \$17,000, and authorizing immediate lump sum payment to the Village to be credited to DPW.

As to the Village: There is no discernable impact on Village budget, other than the allocation of work order and time for the DPW.

RECOMMENDED MOTION:

To approve the AGREEMENT FOR SEASONAL SNOW REMOVAL AND TREATMENT as presented.



AGENDA

SPECIAL MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Monday, February 03, 2025

5:00 PM

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

(248) 693-8391 ext. 102

- 1. Call to Order
- 2. Roll Call and Determination of Quorum
- 3. Approval of Agenda
- 4. New and Old Business

A. AGREEMENT FOR SEASONAL SNOW REMOVAL AND TREATMENT

5. Call to the Public

The DDA welcomes comments related to the work and spirit of the DDA on non-agenda items. Each person wishing to address the DDA Board shall be afforded an opportunity to do so. When recognized, give your name and address and direct your comments to the Chair. Comments on the agenda items may be allowed upon the calling of the item.

COMMENTS ARE LIMITED TO THREE (3) MINUTES, OR AS ALLOWED BY THE BOARD CHAIR.

6. 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.



DDA ACTION SUMMARY SHEET

MEETING DATE: February 3, 2025

TOPIC AGREEMENT FOR SEASONAL SNOW REMOVAL AND TREATMENT

BACKGROUND BRIEF:

Discussions have been positively held between the Executive Director and the Village DPW Director and a solution has been proposed to allow the DDA to continue its maintenance and safety effort regarding snow and ice in the Downtown for the remaining 2024-25 winter season.

This is being proposed as the change in the course of snow and ice removal towards our community continues to cause conflict and a long-term, permanent change to snow removal/salt/etc. would be better suited as part of budget and strategic planning. The solution is fair to both DPW and the DDA, it is an expense the DDA budgeted for and was anticipating, and the DPW and DDA have agreed this works... for now. Which is why the contract states it is for this season only, and would require a reassessment and renewal if it were to continue next year.

FINANCIAL IMPACT:

The DDA has \$12,000 budgeted in GL248-260-801-033 – Contractual Services DPW Snow Removal. If approved by the DDA Board, the entire effort would then be based on approval of Village Council. Therefore the motion is subject to approval by the village Council on February 10, 2025.

IF COUNCIL APPROVES – at the February 18, 2025 DDA Board meeting a Motion will be brought forward to amend the budget to increase funding in GL 248-260-801-033 to \$17,000, and authorizing immediate lump sum payment. (there is no reason to adjust our budget until Council approves)

RECOMMENDED MOTION:

To approve the AGREEMENT FOR SEASONAL SNOW REMOVAL AND TREATMENT as presented, subject to the presentment and approval of the Lake Orion Village Council at its February 10, 2025 meeting, with funding to be authorized at the Next Available DDA Board meeting following Village council approval.

**AGREEMENT FOR SEASONAL SNOW
REMOVAL AND TREATMENT**

THIS AGREEMENT is made on the _____ day of _____, 2025, by and between the Village of Lake Orion, a Michigan municipal corporation, 21 E. Church St., Lake Orion MI 48362, for and on behalf of its Department of Public Works (hereinafter referred to as “Village”) and Lake Orion Downtown Development Authority, 118 N. Broadway St., Lake Orion MI 48362 (hereinafter referred to as “DDA”)

The Village and DDA agree as follows:

1. **Scope of Work.** When the Director of the Department of Public Works for the Village has determined that a seasonal snow/ice event has occurred of sufficient depth, or as such event creates a hazardous condition, the Village, by its Department of Public Works, shall;
 - a. Remove all snow and ice accumulations from the complete width of the sidewalks, including sidewalk ramps, and areas abutting general addresses, in all areas shown and depicted in the map(s) approved by the parties and attached hereto as Exhibit A, including pedestrian access thereto.
 - b. Remove all snow and ice accumulation from five (5) parking areas for which the DDA maintains a contractual, or development, obligation to provide seasonal maintenance, as identified on Exhibit B, including pedestrian access thereto.
 - c. Scatter and apply salt, or other ice melt product in the DPW Directors discretion, to all areas affected, in sufficient amount to provide reasonable and safe movement on all treated surfaces.
2. **Equipment and Materials.** The Village agrees to furnish all of the materials, equipment and labor necessary, and to abide by all the duties and responsibilities applicable to completing the scope of work.
3. **Emergency/On-Call Treatment.** The scope of service in this Agreement includes a reasonable amount of on-call, spot treatment of surfaces as conditions dictate. On mutual direction of the parties, the Village shall promptly provide materials and service to individually identified areas, as agreed between the DPW Director and the DDA Director.
4. **Term.** This agreement shall commence on February 1, 2025 and continue through and including all snow/ice events in the 2024-2025 winter season, but not later than June 30, 2025.
 - a. **Non-Perpetual.** This Agreement is not perpetual and shall not automatically renew prior to the Winter season in 2025-2026. The parties agree that the non-public areas contained in this Agreement will not be serviced by the Village in the absence of a renewed and executed agreement, which may contain revised terms, including costs and fees.

5. **Fee and Payment.** The DDA will pay the Village a lump sum of \$17,000 for the snow removal and salting services obligated herein.
 - a. The DDA shall process a Purchase Order for the entire seasonal amount upon approval and execution of this Agreement, noting that the services herein shall commence prior to that final action of approval. In the event this Agreement is rejected by either body, and any services described herein have been performed during the time of the effective date and the date of rejection, the DPW shall submit an invoice to the DDA for time and materials, based on its prior estimate of cost, which shall be timely paid by the DDA. Thereafter this Agreement shall be null and void.
6. **Assignment.** This contract may not be assigned or subcontracted without the written consent of both Parties.
7. **Choice of Law.** This contract shall be construed, governed and enforced in accordance with the laws of the State of Michigan. By executing this agreement, Contractor and City agree to venue in Eaton County for purposes of any action arising under this contract. Whenever possible, each provision of the contract will be interpreted in a manner as to be effective and valid under applicable law. The prohibition or invalidity, under applicable law, of any provision will not invalidate the remainder of the contract.
8. **Relationship of the Parties.** Village and DDA agree that this is not a contract of employment or independent contract, rather an agreement between mutually operated governmental agencies. Nothing contained in this contract shall be deemed to constitute any other relationship than that of inter-agency.
9. **Entire Agreement.** This contract represents the entire understanding between Village and DDA and it supersedes all prior representations or agreements whether written or oral. Neither party has relied on any prior representations in entering into this contract. This contract may be altered, amended or modified only by a signed written amendment.

Village of Lake Orion

Lake Orion Downtown
Development Authority

Darwin McClary
Village Manager

Matthew Gibb
Executive Director

EXHIBIT A Snow/Ice Removal Map



LEGEND: PINK LINES – PUBLIC SIDEWALKS, APPROACHES, RAMPS
 GREEN LINES –STREETScape MAINTENANCE AND PEDESTRIAN AREAS

EXHIBIT B

PARKING AREAS INCLUDED IN DDA MAINTENANCE CONTRACTS

