

**Village of Lake Odessa  
Downtown Development Authority  
Page Memorial Building  
Village Council Chambers  
Tuesday, July 12, 2022  
7:00 a.m.**

**Proposed Agenda**

**I. Call to Order**

**II. Approval of the Agenda**

**III. Public Comment**

**IV. Approval of Minutes**

- a) Minutes from the May 10, 2022 regular meeting

**V. Finance Report**

- a) DDA Financial Documents attached

**VI. Action/ Discussion Items**

- a) Community Entrance Signs

**VII. Beautification Committee Report**

**VIII. Miscellaneous Correspondence**

**IX. Board Member Comments**

**X. Adjournment**

VILLAGE OF LAKE ODESSA  
DOWNTOWN DEVELOPMENT AUTHORITY

DRAFT

MINUTES

Regular Meeting  
Tuesday, May 10, 2022  
Page Memorial Building  
839 Fourth Avenue  
Lake Odessa, Michigan 48849

PRESENT: Banks, McGarry, Thompson, Dahms

ABSENT: Rogers, Danielson

STAFF: Village Manager Reagan

VISITORS: None

I. **Call to Order:** Meeting called to order 7:04 am.

II. **Approval of Agenda:** Motion by McGarry, supported by Dahms, to approve agenda as submitted. All ayes; motion carried, 4-0.

III. **Public Comment:** None.

IV. **Approval of Minutes:** Motion by Dahms, supported by Banks, to approve the minutes from the March 8, 2022 regular meeting. All ayes; motion carried, 4-0.

V. **Finance Report:** Motion by Banks, supported by McGarry, to approve the finance report as submitted. All ayes; motion carries 4-0.

VI. **Action/Discussion Items:** None

- a) **Community Entrance Signs:** the group discussed options for the proposed community entrance signs. The board decided that the example sign, from Kimberling City, MO should be used as a template. The DDA's proposed sign should use "Welcome to" rather than "Village of" as is shown in the Kimberling sign. It was determined that message area should be moved up and that a planter box should be located in front of the sign, roughly 18" from the ground with no bottom on the planter box so that flowers could be better rooted. Reagan will contact GEI.
- b) **Downtown Flower Pots:** discussion took place about watering downtown flowers. Banks will set up the work day, which is slated for May 28, 2022 downtown. Reagan will contact DPW for planter setup downtown.

VII. **Beautification Committee**

VII. **Miscellaneous Correspondence:** None.

**IX. Board Member Comments**

- a) Dahms stated that she has received compliments on the new parking lot fence.

**X. Adjournment**

Without objection, meeting adjourned at 7:53 a.m.

Respectfully submitted,

Patrick Reagan  
Village Manager/ Village Clerk

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank DDA 6015 DOWNTOWN DEVELOPMENT AUTHORITY					
05/12/2022	DDA	1195	FAIR	LAKE ODESSA FAIR	250.00
05/12/2022	DDA	1196	GEI	GEI CONSULTANTS	571.00
05/26/2022	DDA	1197	HAMMERSMIT	HAMMERSMITH EQUIPMENT COMPANY	445.00
05/26/2022	DDA	1198	TRUE	VILLAGE TRUE VALUE LUMBER	16.98
06/02/2022	DDA	1199	DUWAYNES	DUWAYNE'S MARKETPLACE	2,790.00
06/02/2022	DDA	1200	KAREN	KAREN BANKS	32.99
06/10/2022	DDA	1201	MENARD	MENARDS-IONIA	32.91
06/23/2022	DDA	1202	SMITHWELD	SMITH WELDING & REPAIR	57.75

DDA TOTALS:

Total of 8 Checks:	4,196.63
Less 0 Void Checks:	0.00
Total of 8 Disbursements:	4,196.63

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2022 NORMAL (ABNORMAL)	MONTH 07/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000 - BALANCE SHEET / GENERAL						
248-000-402.000	CURRENT REAL PROPERTY TAXES	30,000.00	0.00	0.00	30,000.00	0.00
248-000-539.000	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
248-000-665.000	INTEREST	60.00	16.69	0.00	43.31	27.82
248-000-675.000	DONATIONS-PRIVATE SOURCES	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 000 - BALANCE SHEET / GENERAL		31,060.00	16.69	0.00	31,043.31	0.05
TOTAL REVENUES		31,060.00	16.69	0.00	31,043.31	0.05
Expenditures						
Dept 275 - DDA						
248-275-727.000	OFFICE SUPPLIES	50.00	0.00	0.00	50.00	0.00
248-275-740.000	POSTAGE	0.00	0.00	0.00	0.00	0.00
248-275-801.000	CONTRACTED SERVICES	8,000.00	571.00	0.00	7,429.00	7.14
248-275-806.000	AUDIT SERVICES	150.00	0.00	0.00	150.00	0.00
248-275-815.000	DUES & MEMBERSHIPS	25.00	0.00	0.00	25.00	0.00
248-275-816.000	EDUCATION & TRAINING	500.00	0.00	0.00	500.00	0.00
248-275-880.000	COMMUNITY PROMOTION	1,000.00	0.00	0.00	1,000.00	0.00
248-275-881.000	ADVERTISING	500.00	750.00	0.00	(250.00)	150.00
248-275-955.000	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00
248-275-967.000	BEAUTIFICATION	44,000.00	3,590.12	0.00	40,409.88	8.16
248-275-967.002	CHRISTMAS DECORATIONS	2,600.00	0.00	0.00	2,600.00	0.00
Total Dept 275 - DDA		56,825.00	4,911.12	0.00	51,913.88	8.64
TOTAL EXPENDITURES		56,825.00	4,911.12	0.00	51,913.88	8.64
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		31,060.00	16.69	0.00	31,043.31	0.05
TOTAL EXPENDITURES		56,825.00	4,911.12	0.00	51,913.88	8.64
NET OF REVENUES & EXPENDITURES		(25,765.00)	(4,894.43)	0.00	(20,870.57)	19.00



VILLAGE OF LAKE ODESSA  
 DOWNTOWN DEVELOPMENT AUTHORITY  
 839 FOURTH AVENUE  
 LAKE ODESSA MI 48849

Date 6/30/22 Page 1  
 Account Number Ending 6015  
 Enclosures 5

**CHECKING ACCOUNTS**

PUBLIC CHECKING		Number of Enclosures	5
Account Number	Ending 6015	Statement Dates	6/01/22 thru 6/30/22
Previous Balance	46,042.07	Days in the statement period	30
1 Deposits/Credits	15,564.10	Average Ledger	57,837
5 Checks/Debits	3,317.88	Average Collected	57,837
Service Charge	.00	Interest Earned	4.76
Interest Paid	4.76	Annual Percentage Yield Earned	0.10%
Ending Balance	58,293.05	2022 Interest Paid	24.90

**ACTIVITY IN DATE ORDER**

Date	Description	Amount
6/03	DDA REGULAR DEPOSIT	15,564.10
6/21	8662377650 MENARDS IONIA 45268630V1 06/21/22 CHECK#-1201 TRACE #-091000010084477	32.91-AW
6/30	INTEREST PAID 30 DAYS	4.76 IE

**CHECKS IN SERIAL NUMBER ORDER**

Date	Check No	Amount	Date	Check No	Amount
6/01	1197	445.00	6/07	1199	2,790.00
6/01	1198	16.98	6/07	1200	32.99

\*Indicates skip in check number

**DAILY BALANCE INFORMATION**

Date	Balance	Date	Balance	Date	Balance
6/01	45,580.09	6/07	58,321.20	6/30	58,293.05
6/03	61,144.19	6/21	58,288.29		

**INTEREST RATE SUMMARY**

Date	Interest Rate
5/31	.10%

In case of errors or questions about your electronic transfers please contact  
 Union Bank at 933 Fourth Avenue, Lake Odessa, Mi 48849  
 You may also contact us for a full Funds Availability Disclosure.

DEPOSIT TICKET

VILLAGE OF LAKE ODESSA  
DOWNTOWN DEVELOPMENT AUTH  
839 FOURTH AVE  
LAKE ODESSA, MI 48849

74-432/724 05

CASH  \_\_\_\_\_

CH  
E  
C  
K  
S  15564.10

DATE 6/2/22

DEPOSITS MAY NOT BE AVAILABLE FOR NEGOTIATION WITHDRAWAL

WHEN THERE IS CASH RECEIVED FROM DEPOSIT

UNIONBANK  
Your life. Your bank.  
www.unionbank.com

88 ASST. CASH. 88 PRELU. 88 CASH. 88 BOND. 88 FEE. 88  
88 CREDIT. 88 DEBIT. 88 88 88 88 88 88 88 88

CHECKS OR TOTAL FROM OTHER SIDE \_\_\_\_\_

SUB TOTAL  15564.10

LESS CASH  \_\_\_\_\_

DEPOSIT \$ 15564.10

⑆072404320⑆ 010⑉900⑉6015⑈ 41

DDA REGULAR DEPOSIT Date: 06/03 Amount: \$15,564.10

VILLAGE OF LAKE ODESSA  
DOWNTOWN DEVELOPMENT AUTH  
839 FOURTH AVE  
LAKE ODESSA, MI 48849

1197  
74-432/724 05

Date 5/26/22

Pay to the Order of Hammersmith Equipment Co. \$ 445.00

Four Hundred and Forty-Five & 00/100 Dollars

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For 514607 RB Karen Banks

⑆072404320⑆ 010⑉900⑉6015⑈ 1197

DDA REGULAR CHECK Date: 06/01 Amount: \$445.00

VILLAGE OF LAKE ODESSA  
DOWNTOWN DEVELOPMENT AUTH  
839 FOURTH AVE  
LAKE ODESSA, MI 48849

1198  
74-432/724 05

Date 5/26/22

Pay to the Order of Village True Value Lumber \$ 16.92

Sixteen and 92/100 Dollars

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For 735813/735819 RB Karen Banks

⑆072404320⑆ 010⑉900⑉6015⑈ 1198

DDA REGULAR CHECK Date: 06/01 Amount: \$16.98

VILLAGE OF LAKE ODESSA  
DOWNTOWN DEVELOPMENT AUTH  
839 FOURTH AVE  
LAKE ODESSA, MI 48849

1199  
74-432/724 05

Date 6/2/22

Pay to the Order of Duwaynes Marketplace \$ 2,790.00

Two Thousand Seven Hundred Ninety & 00/100 Dollars

UNIONBANK  
Your life. Your bank.  
www.unionbank.com

For Flowers & Soil MBJ Karen Banks

⑆072404320⑆ 010⑉900⑉6015⑈ 1199

DDA REGULAR CHECK Date: 06/07 Amount: \$2,790.00

VILLAGE OF LAKE ODESSA  
DOWNTOWN DEVELOPMENT AUTH  
839 FOURTH AVE  
LAKE ODESSA, MI 48849

1200  
74-432/724 05

Date 6/2/22

Pay to the Order of Karen Banks \$ 32.99

Thirty-Two and 99/100 Dollars

UNIONBANK  
Your life. Your bank.  
www.unionbank.com

For Flower Fertilizer MBJ Stacy Skame

⑆072404320⑆ 010⑉900⑉6015⑈ 1200

DDA REGULAR CHECK Date: 06/07 Amount: \$32.99