



**PROPOSED AGENDA
REGULAR MEETING OF THE LAKE ODESSA VILLAGE COUNCIL
WEDNESDAY, JANUARY 22, 2025 - 7:00 P.M.**

Page Memorial Building
Village Council Chambers
839 Fourth Avenue, Lake Odessa, Michigan 48849

I. Call to Order

II. Pledge of Allegiance

III. Roll Call of Council Members

IV. Approval of Agenda

V. Public Comment:

Under the Open Meetings Act, any citizen may come forward at this time and make comment on items that appear on the agenda. Comments will be limited to three minutes per person. Anyone who would like to speak shall state his/her name and address for the record. Remarks should be confined to the question at hand and addressed to the chair in a courteous tone. No person shall have the right to speak more than once on any particular subject until all other persons wishing to be heard on that subject have had the opportunity to speak.

VI. Minutes: To approve the meeting minutes from the following Village Council meetings:

- a) Minutes from the regular Village Council meeting of December 16, 2024
- b) Minutes from the special Village Council meeting of December 18, 2024
- c) Minutes from the special Village Council meeting of December 23, 2024
- d) Minutes from the special Village Council meeting of January 7, 2025

VII. Expenditures:

- a) Approve bills equal to or less than \$3,000.00 each from 12/1/2024 to 12/31/2024.
- b) Approve bills in excess of \$3,000.00 each, including:
 - i. Axon Enterprise, Inc. – Tasers – \$9,748.80 (Paid)
 - ii. Gregg Guidance – Interim Village Manager – \$3,885.65 (Paid)
 - iii. Home Works Tri-County Electric Cooperative – Electricity – \$3,394.70 (Paid)
 - iv. Jordan Lake Trail – Close Lakewood Community Project Fund – \$11,724.93 (Paid)
 - v. Lake Odessa DDA – Transfer to DDA for Capture – \$29,434.32 (Paid)
 - vi. Wightman – Survey for Church Street – \$4,500.00 (Paid)

VIII. Consent Agenda

The following consent agenda will normally be adopted without discussion; however, at the request of any council member, any item may be removed from the consent agenda for discussion.

Reports and Minutes: To accept and file the following:

- a) Minutes from the Lake Odessa DDA special meeting of December 10, 2024

IX. Departmental Reports:

- a) Village Manager
- b) Police Department
- c) Department of Public Works
- d) Finance
- e) Zoning

X. Public Hearing:

- a) Public Hearing regarding the application for the vacation of Sherman Street in the Village of Lake Odessa

XI. New Business:

- a) Proposed Resolution 2025-01: Approving the Vacation of Sherman Street in the Village of Lake Odessa
- b) Proposed Resolution 2025-02: Approving the setting of a Public Hearing for the Adoption of the FY 2025-2026 Village of Lake Odessa Budget and Millage Rates
- c) Proposed Resolution 2025-03: Accepting Proposal from Wightman & Associates for Survey and Engineering Streets for Third Avenue Street Improvements
- d) Proposed Resolution 2025-04: Accepting Proposal from H2O Compliance Services for Cross Connection Control Services
- e) Village Manager Recruitment

XII. Miscellaneous Correspondence:

XIII. Trustee Comments

XIV. Public Comment (See Above)

XV. Adjournment

Council Meeting Minutes

VILLAGE OF LAKE ODESSA

MINUTES

REGULAR COUNCIL MEETING
DECEMBER 16, 2024
PAGE MEMORIAL BUILDING
839 FOURTH AVENUE
LAKE ODESSA, MICHIGAN 48849

Meeting called to order at 7:00 pm by Village President Karen Banks.

ROLL CALL

Council present: President Karen Banks, Trustee Mike Brighton, Trustee Terri Cappon, Trustee Ben DeJong, Trustee Bob Green, Trustee Martha Yoder

Council absent: None

Staff present: Manager Gregg Guetschow, Clerk/Treasurer Kathy Forman

APPROVAL OF THE AGENDA

Motion by Cappon, supported by Yoder, to approve the agenda. All ayes; motion carried 6-0.

PUBLIC COMMENT

None

FILLING COUNCIL VACANCY

President Banks opened the floor for nominations to fill the vacant council seat.
Nomination by Trustee Cappon, supported by Trustee Yoder for Roy Halfmann.
No other nominations were heard.
Motion by Yoder, supported by Green to close the floor for nominations and nominate Roy Halfmann for the Trustee seat. All ayes; motion carried 6-0.

Roy Halfmann took the Oath of Office and took his seat with the council.

MINUTES

Motion by Brighton, supported by DeJong, to approve the minutes from the special Village Council meeting of November 25, 2024, the special Village Council meeting of December 9, 2024 and the special Village Council meeting of December 10, 2024. All ayes; motion carried 7-0.

BILLS

Motion by Green, supported by Yoder, to approve expenditures equal to or less than \$3,000.00 for the period 11/1/2024 through 11/30/2024. All ayes; motion carried 7-0.

Motion by Cappon, supported by Brighton, to approve bills in excess of \$3,000 as submitted.
All ayes; motion carried 7-0.

CONSENT AGENDA

Motion by DeJong, supported by Brighton, to accept the following items and place them on file:
a. Minutes from the Planning Commission regular meeting of November 25, 2024
b. Lake Odessa DDA regular meeting of November 19, 2024
All ayes; motion carried 7-0.

DEPARTMENTAL REPORTS

Village Manager: Report submitted.
Police Department: Report submitted.
Department of Public Works: Report submitted.
Finance: Report Submitted.
Zoning: Report submitted.

PUBLIC HEARING

Motion by Green, supported by Halfmann, to open the Public Hearing regarding the application for the vacation of Sherman Street in the Village of Lake Odessa. Banks called for a roll call vote. Yes: Green, Halfmann, Brighton, Cappon, DeJong, Yoder, Banks; No: None; Absent: None; Abstain: None. Motion carried 7-0.

Stan Dykstra asked if this was a street and who would get the property? The property will be split between adjacent properties. The village will retain a 30-foot utility easement.

Motion by Yoder, supported by Brighton, to recess the Public Hearing until January 22, 2025. All ayes; motion carried 7-0.

NEW BUSINESS

- a) Proposed Resolution 2024-63: Accepting Proposal from Wightman & Associates for Engineering and Design Services for the Municipal Beach Pavilion.

Motion by Brighton, supported by Green, to adopt proposed Resolution 2024-63. Discussion about any other quotes, none were received. Brighton withdrew the motion, supported by Green.

Motion by DeJong, supported by Green, to procure one if not two additional proposals for the Municipal Beach Pavilion. All ayes; motion carried 7-0.

- b) Proposed Resolution 2024-64: Accepting Proposal from Wightman & Associates for Survey and Engineering Streets for Street Improvement Projects.

Motion by Yoder, supported by Cappon, to adopt proposed Resolution 2024-64. Banks called for a roll call vote. Yes: Yoder, Cappon, Brighton, DeJong, Green, Halfmann, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- c) Proposed Resolution 2024-65: Approving and Amendment to Resolution 2023-65 Authorizing Transfer of Lakewood Community Project Fund Assets to the Jordan Lake Trail Board.

Motion by Yoder, supported by DeJong, to adopt proposed Resolution 2024-65. Banks called for a roll call vote. Yes: Yoder, DeJong, Brighton, Cappon, Green, Halfmann, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- d) Proposed Resolution 2024-66: Approving Retaining the Current Health Insurance Plan Offered Employees During Fiscal Year 2025-26

Motion by Cappon, supported by Halfmann, to adopt proposed Resolution 2024-66. Banks called for a roll call vote. Yes: Cappon, Halfmann, Brighton, DeJong, Green, Yoder, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- e) Proposed Resolution 2024-67: Accepting Proposal of Rehmann for Preparation of Annual Audits for Fiscal Years Ending in 2025-2029.

Motion by Yoder, supported by Brighton, to adopt proposed Resolution 2024-67. Banks called for a roll call vote. Yes: Yoder, Brighton, Cappon, DeJong, Green, Halfmann, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- f) Proposed Resolution 2024-68: Establish the Cost-Of-Living Wage Adjustment for Fiscal Year 2025-26

Motion by Cappon, supported by Halfmann, to adopt proposed Resolution 2024-68. Banks called for a roll call vote. Yes: Cappon, Halfmann, Brighton, DeJong, Green, Yoder, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- g) Proposed Resolution 2024-69: Approving the Appointment List as Presented for Various Village Posts, Boards and Commissions.

Motion by Green, supported by DeJong, to adopt proposed Resolution 2024-69. Banks called for a roll call vote. Yes: Green, DeJong, Brighton, Cappon, Halfmann, Yoder, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- h) Motion by Green, supported by DeJong, to approve the 2025 Village of Lake Odessa Council Meeting Schedule. All ayes; motion carried 7-0.

MISCELLANEOUS CORRESPONDENCE

- a) Martha Yoder – Planning Commission Resignation Email
- b) Marilyn Smith – Update on CHILL Grant
- c) Sue Dahms – DDA Resignation Letter

TRUSTEE COMMENTS

Banks – Happy Holidays
Brighton – Happy Holidays
Cappon – Welcomed Roy Halfmann to the council
DeJong – None
Green – Honored and happy to be part of the council
Halfmann – Thanked council
Yoder – Happy Holidays and liked the CHILL Grant update

PUBLIC COMMENT

None

ADJOURNMENT

Motion by Cappon, supported by Green, to adjourn the meeting. All ayes: motion carried 7-0.
Meeting adjourned at 7:58 pm.

Respectfully submitted,

Kathy S. Forman
Village Clerk / Treasurer

VILLAGE OF LAKE ODESSA

MINUTES

SPECIAL COUNCIL MEETING

DECEMBER 18, 2024

PAGE MEMORIAL BUILDING

839 FOURTH AVENUE

LAKE ODESSA, MICHIGAN 48849

Meeting called to order at 7:00 pm by Village President Karen Banks.

ROLL CALL

Council present: President Karen Banks, Trustee Mike Brighton, Trustee Terri Cappon, Trustee Ben DeJong, Trustee Bob Green, Trustee Roy Halfmann, Trustee Martha Yoder

Council absent: None

Staff present: Manager Gregg Guetschow, Clerk/Treasurer Kathy Forman

APPROVAL OF THE AGENDA

Motion by DeJong, supported by Green, to approve the agenda. All ayes; motion carried 7-0.

REVIEW OF MEETING PROCEDURES

A list of possible questions was handed out to each council member. Council members were encouraged to use their own questions if they had any.

SECOND ROUND INTERVIEWS FOR VILLAGE MANAGER

Interview for Jered Ottenwess began at 7:02 pm.

Interview for Jeff Thornton began at 7:35 pm.

PUBLIC COMMENT

Cathy Griffin asked about the history of the Village Manager position in Lake Odessa. Offered thoughts about the two candidates.

SET SPECIAL MEETING DATE

A special meeting will be held on Monday, December 23, 2024 at 5:00pm to discuss the two candidates

ADJOURNMENT

Motion by DeJong, supported by Brighton, to adjourn the meeting. All ayes; motion carried 7-0.

Meeting adjourned at 8:25 pm.

Respectfully submitted,

Kathy S. Forman
Village Clerk / Treasurer

VILLAGE OF LAKE ODESSA
MINUTES
SPECIAL COUNCIL MEETING
DECEMBER 23, 2024
PAGE MEMORIAL BUILDING
839 FOURTH AVENUE
LAKE ODESSA, MICHIGAN 48849

Meeting called to order at 5:00 pm by Village President Karen Banks.

ROLL CALL

Council present: President Karen Banks, Trustee Mike Brighton, Trustee Terri Cappon, Trustee Ben DeJong, Trustee Bob Green, Trustee Roy Halfmann

Council absent: Trustee Martha Yoder

Staff present: Manager Gregg Guetschow, Clerk/Treasurer Kathy Forman

APPROVAL OF THE AGENDA

Motion by Cappon, supported by Green, to approve the agenda. All ayes; motion carried 6-0.

NEW BUSINESS

a) Discuss Village Manager Candidates

Council members discussed their thoughts on each of the two candidates that were interviewed. Trustee Yoder was unable to attend the meeting but did send an email with her thoughts which was read aloud. After everyone spoke it was decided that the council would not move either candidate forward. Village Manager Guetschow will notify each candidate of this decision.

A discussion was held about what the village should do next. Council members raised several questions that will be considered.

It was decided to hold a roundtable with department heads on Tuesday, January 7, 2025 at 6:00pm.

b) Discuss 2025 Beach Pavilion Rentals

There is concern about the condition of the cement floor inside the beach pavilion. Council discussed options of trying to fix it or closing the inside room for the year.

Motion by DeJong, supported by Brighton to close the beach pavilion for the 2025 calendar year. All ayes; motion carried 6-0

PUBLIC COMMENT

None

ADJOURNMENT

Motion by Brighton, supported by Halfmann, to adjourn the meeting. All ayes; motion carried 6-0.

Meeting adjourned at 5:37 pm.

Respectfully submitted,

Kathy S. Forman
Village Clerk / Treasurer

VILLAGE OF LAKE ODESSA
MINUTES
SPECIAL COUNCIL MEETING
JANUARY 7, 2025
PAGE MEMORIAL BUILDING
839 FOURTH AVENUE
LAKE ODESSA, MICHIGAN 48849

Meeting called to order at 6:00 pm by Village President Karen Banks.

ROLL CALL

Council present: President Karen Banks, Trustee Mike Brighton, Trustee Terri Cappon, Trustee Ben DeJong, Trustee Bob Green, Trustee Roy Halfmann, Trustee Martha Yoder

Council absent: None

Staff present: Gregg Guetschow, Kendra Backing, Kathy Forman, Jesse Trout

APPROVAL OF THE AGENDA

Motion by Cappon, supported by DeJong, to approve the agenda. All ayes; motion carried 7-0.

PUBLIC COMMENT

None

NEW BUSINESS

- a) Discuss next steps in the Village Manger search

Village Manger Guetschow led the discussion. A handout was given to everyone diagraming what managers do. A second handout highlighted different approaches to local government management. Discussed the different approaches and then talked about a new approach, a Management Apprenticeship. The final handout was from ICMA regarding "Practices for Effective Local Government Leadership. Council members discussed their thoughts on what to do now. Discussed using a search group and looking at the apprenticeship idea. Questions were raised about the pay scale and whether it should be modified. Should the residency standard at 20 miles be expanded or eliminated all together? Search for someone who is a good fit and then train them as a Deputy Manager with Guetschow staying on to mentor and teach them how to perform the job duties. As the Deputy Manager progresses, more tasks will be assigned to them. Council members and department heads agreed the Management Apprenticeship was a good idea and should be investigated further.

Next steps are: Establish basic job requirements, setting benchmarks for advancement and possibly changing the residency ordinance.

Forman will email the current Village Manager Profile to each council member on Wednesday, 1/8/25. Council members should review the document and be ready to discuss what needs to remain in the profile and what could be eliminated or modified if we were to search for a Deputy Manager.

ADJOURNMENT

Motion by DeJong, supported by Green, to adjourn the meeting. All ayes; motion carried 7-0.
Meeting adjourned at 7:11 pm.

Respectfully submitted,

Kathy S. Forman
Village Clerk / Treasurer

Expenditures

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank ARTS					
12/13/2024	ARTS	3421	VIEW	VIEW NEWSPAPER GROUP	202.00
12/19/2024	ARTS	3422	VERIZON	VERIZON WIRELESS	43.69
ARTS TOTALS:					
Total of 2 Checks:					245.69
Less 0 Void Checks:					0.00
Total of 2 Disbursements:					245.69
Bank DDA 6015 DOWNTOWN DEVELOPMENT AUTHORITY					
12/04/2024	DDA	1247	SID'S FLOW	SID'S FLOWER SHOP	1,890.00
12/19/2024	DDA	1248	MCKENNA	MCKENNA	231.25
DDA TOTALS:					
Total of 2 Checks:					2,121.25
Less 0 Void Checks:					0.00
Total of 2 Disbursements:					2,121.25
Bank LKWCM 3013 LAKEWOOD COMMUNITY PROJECT					
12/23/2024	LKWCM	0	MISC	JORDAN LAKE TRAIL	11,724.93
LKWCM TOTALS:					
Total of 1 Checks:					11,724.93
Less 0 Void Checks:					0.00
Total of 1 Disbursements:					11,724.93
Bank POOL POOLED CASH					
12/04/2024	POOL	43206	ADT	EVERON, LLC	63.74
12/04/2024	POOL	43207	AXON	AXON ENTERPRISE, INC.	9,748.80
12/04/2024	POOL	43208	CONSUMERS	CONSUMERS ENERGY	200.47
12/04/2024	POOL	43209	DDA	LAKE ODESSA DDA	29,434.32
12/04/2024	POOL	43210	FLEX	FLEX ADMINISTRATORS, INC.	125.00
12/04/2024	POOL	43211	GREGG	GREGG GUIDANCE, LLC	2,895.65
12/04/2024	POOL	43212	IONIA CITY	CITY OF IONIA	44.00
12/04/2024	POOL	43213	IT RIGHT	VC3, INC	177.00
12/04/2024	POOL	43214	LEXIPOL	LEXIPOL	280.86
12/04/2024	POOL	43215	MENARD	MENARDS-IONIA	116.14
12/04/2024	POOL	43216	NAPA	MOTOR PARTS AND EQUIPMENT COMPANY	60.38
12/04/2024	POOL	43217	QUILL	QUILL CORPORATION	190.57
12/04/2024	POOL	43218	TRICOU	HOMEWORKS	3,394.70
12/04/2024	POOL	43219	TRITECH	TRITECH SOFTWARE SYSTEMS	607.75
12/04/2024	POOL	43220	VERIZON	VERIZON WIRELESS	190.47
12/04/2024	POOL	43221	WEX	WEX BANK	1,488.28
12/04/2024	POOL	43222	WIGHTMAN	WIGHTMAN	4,500.00
12/04/2024	POOL	43223	WOW	WOW! BUSINESS	234.64
12/13/2024	POOL	43224	011	UNION BANK	15.00
12/13/2024	POOL	43225	BADGER	BADGER METER	845.48
12/13/2024	POOL	43226	CARDMEMBER	ELAN FINANCIAL SERVICES	256.23
12/13/2024	POOL	43227	CONSUMERS	CONSUMERS ENERGY	4,763.71
12/13/2024	POOL	43228	CONSUMERS	CONSUMERS ENERGY	239.07
12/13/2024	POOL	43229	COREWELL	COREWELL HEALTH WEST OCCUP HLTH	169.00
12/13/2024	POOL	43230	GRANGER	GRANGER	95.49
12/13/2024	POOL	43231	HSV	HSV REDI-MIX	284.54
12/13/2024	POOL	43232	MAYORS	MICHIGAN ASSOCIATION OF MAYORS	110.00
12/13/2024	POOL	43233	MSP	MICHIGAN STATE POLICE	66.00
12/13/2024	POOL	43234	NAPA	MOTOR PARTS AND EQUIPMENT COMPANY	504.83
12/13/2024	POOL	43235	NAPA	MOTOR PARTS AND EQUIPMENT COMPANY	277.16
12/13/2024	POOL	43236	QUADIEN	QUADIEN FINANCE USA, INC.	400.00
12/13/2024	POOL	43237	QUILL	QUILL CORPORATION	145.88
12/13/2024	POOL	43238	VIEW	VIEW NEWSPAPER GROUP	726.00
12/19/2024	POOL	43239	ACE	LAKE ODESSA ACE HARDWARE	36.55
12/19/2024	POOL	43240	AMAZON	AMAZON CAPITAL SERVICES, INC.	25.93
12/19/2024	POOL	43241	AT&T	AT&T	208.34
12/19/2024	POOL	43242	BLUE CROSS	BLUE CROSS BLUE SHIELD OF MICHIGAN	272.48
12/19/2024	POOL	43243	DOOD	DARIN DOOD	2,000.00
12/19/2024	POOL	43244	GREGG	GREGG GUIDANCE, LLC	3,885.65
12/19/2024	POOL	43245	LKWD H&C	LAKEWOOD HEATING & COOLING	752.37
12/19/2024	POOL	43246	SBAM PLAN	SBIS	709.77
12/19/2024	POOL	43247	VERIZON	VERIZON WIRELESS	437.34
12/19/2024	POOL	43248	WOW	WOW! BUSINESS	136.00
12/27/2024	POOL	43249	ACE	LAKE ODESSA ACE HARDWARE	7.99

Check Date	Bank	Check	Vendor	Vendor Name	Amount
12/27/2024	POOL	43250	ADT	EVERON, LLC	63.74
12/27/2024	POOL	43251	AMAZON	AMAZON CAPITAL SERVICES, INC.	20.11
12/27/2024	POOL	43252	BCN	BLUE CARE NETWORK	6,192.51
12/27/2024	POOL	43253	CONRADS	CONRADS QUICK LUBE	184.34
12/27/2024	POOL	43254	HSV	HSV REDI-MIX	293.22
12/27/2024	POOL	43255	IONIA CITY	CITY OF IONIA	44.00
12/27/2024	POOL	43256	JIM'S	JIM'S SERVICE	1,024.32
12/27/2024	POOL	43257	MENARD	MENARDS-IONIA	7.97
12/27/2024	POOL	43258	MISC	JERED OTTENWESS	589.60
12/27/2024	POOL	43259	SMITHWELD	SMITH WELDING & REPAIR	210.90
12/27/2024	POOL	43260	WOW	WOW! BUSINESS	116.25

POOL TOTALS:

Total of 55 Checks:	79,870.54
Less 0 Void Checks:	0.00
Total of 55 Disbursements:	79,870.54

Bank PR VI 1498 PAYROLL

12/19/2024	PR VI	34(E)	AMERICAN F	AMERICAN FUNDS	187.50
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PR VI TOTALS:

Total of 1 Checks:	187.50
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	187.50

REPORT TOTALS:

Total of 61 Checks:	94,149.91
Less 0 Void Checks:	0.00
Total of 61 Disbursements:	94,149.91

Purchases Over \$3,000.00



Axon Enterprise Inc.
 PO BOX 29661
 DEPARTMENT 2018
 PHOENIX, AZ 85038-9661
 Ph: 1-480-991-0797, option 5, option 1
arinquiries@axon.com
www.axon.com
 TIN: 86-0741227
 DUNS Number: 832176382
 UEI Number: TBW7MGPYURM7

Invoice

Invoice ID INUS300220
 Date 22-Nov-24
 Page 1 of 2
 Sales Order
 Requisition
 Your Ref Q-549778,
 Our Ref , Q-549778,
 Payment Net 30 days
 Invoice Account 110042
 Terms of Delivery FCA

BILL TO

Lake Odessa Police Department - MI
 839 4th Ave
 Lake Odessa, MI 48849-1001
 USA

SHIP TO

Lake Odessa Police Department - MI
 839 4th Ave
 Lake Odessa, MI 48849-1001
 USA

Ship to*	Bundled Item Number	Bundled Description	Bundled Quantity	Unit Price	Amount
1	C00010	BUNDLE - TASER 10 CERTIFICATION	2.00		9,748.80

101-301-970,001

Sales Amount	9,748.80
Misc. Charge	0.00
Discount	0.00
Sales Tax	0.00
Total	9,748.80
Credit Amount(s) Applied	0.00
Amount Received	0.00
Payment Due	22-Dec-24
BALANCE DUE	USD 9,748.80

PAYMENT REMITTANCE INFORMATION

For ACH/EFT Payment: (Preferred Method)		For Wire Transfers		For Check Payments Mail To:	For Overnight Check Payments Mail
Account Name	Axon Enterprise, Inc.	Beneficiary	Axon Enterprise, Inc.	Axon Enterprise, Inc.	Axon Enterprise, Inc.
Account Number	634912729	Account Number	634912729	PO BOX 29661	JPMorgan Chase (AZ1-2170)
Bank Routing No	122100024	Bank Routing No	021000021	DEPARTMENT 2018	Attn: Axon Enterprises 29661-2018
Reference No	INUS300220	SWIFT Code	CHASUS33	PHOENIX, AZ 85038-9661	2108 E Elliot Rd,
		Reference No	INUS300220	Reference No INUS300220	Tempe, AZ 85283
					Reference No INUS300220

Please reference the invoice number on your ACH, Wire or Check payment and send to AR@axon.com

Important Note: By selecting the wire transfer payment method, you agree to accept the processing & transaction fees charged by the bank relating to this wire

Gregg Guidance, LLC
 720 High Street
 Charlotte, MI 48813
 9894134290



Village of Lake Odessa
 Attn: Accounts Payable
 839 Fourth Avenue
 Lake Odessa, MI 48849

Invoice Number GG2024-45
 Date of Issue 12/16/2024
 Due Date 01/16/2025
 Amount Due (USD) **\$3,885.65**

101-172-801.000

Description	Rate	Qty	Line Total
Interim Mgmt. Hrs. December 4, 2024	\$90.00	7.25	\$652.50
Mileage Per Diem - Lake Odessa December 4, 2024	\$30.13	1	\$30.13
Interim Mgmt. Hrs. December 5, 2024	\$90.00	6.75	\$607.50
Mileage Per Diem - Lake Odessa December 5, 2024	\$30.13	1	\$30.13
Interim Mgmt. Hrs. December 9, 2024	\$90.00	2	\$180.00
Mileage Per Diem - Lake Odessa December 9, 2024	\$30.13	1	\$30.13
Interim Mgmt. Hrs. December 10, 2024	\$90.00	15.25	\$1,372.50
Mileage Per Diem - Lake Odessa December 10, 2024	\$30.13	1	\$30.13
Interim Mgmt. Hrs. December 12, 2024	\$90.00	10.25	\$922.50
Mileage Per Diem - Lake Odessa December 12, 2024	\$30.13	1	\$30.13

Subtotal 3,885.65
 Tax 0.00

Total	3,885.65
Amount Paid	0.00
<hr/>	
Amount Due (USD)	\$3,885.65

Terms

Payment in full is due within 30 days of the date of invoice. Please make checks payable to Gregg Guidance, LLC. Thank you for your business.



Tri-County Electric Cooperative
7973 E. Grand River Ave.
Portland, MI 48875-9717

Emergency: 1-800-848-9333
Billing: 1-800-562-8232
Payments: 1-844-963-2875

Blanchard Office
3681 Costabella Ave.
Blanchard MI 49310
www.homeworks.org

Portland Office
7973 E. Grand River Ave.
Portland MI 48875

320 0 AV 0.545
VILLAGE OF LAKE ODESSA
839 4TH AVE
LAKE ODESSA MI 48849-1001

5 320
C-2



Account Number	2043600
Rate	CMLP5
Current Due Date	12/16/2024
Bill Date	11/22/2024
Days Billed	31
Meter Number	56587
kWh per Day Last Year	609
kWh per Day This Year	768

Account Status	
Previous Balance 10/23/24	\$3,934.59
Payment Received 11/12/24	-\$3,934.59
Balance Forward	\$0.00
Current Charges	\$3,394.70
Total Amount Due 12/16/24	\$3,394.70

SERVICE ADDRESS:		2367 BONANZA RD #5			POLE #: OD392X7M		BOARD DIST: D02		
Billing Period	METER READINGS				MULTIPLIER	ENERGY USED	ENERGY UNIT	RATE PER UNIT	CHARGE
	BEGIN	TYPE	END	TYPE					
10/14/2024 TO 11/14/2024									
PEAK	620493	REG	624087	REG	1	3594	KWH	0.07550	\$271.35
INTERMEDIATE	330825	REG	339142	REG	1	8317	KWH	0.07550	\$627.93
OFF PEAK	39930	REG	51833	REG	1	11903	KWH	0.07550	\$898.68
POWER SUPPLY COST RECOVERY						23814		0.00856	\$203.84
PEAK KW						90.730	KW	14.00000	\$1,270.22
AVAILABILITY CHARGE									\$98.00
MICHIGAN LOW INCOME ENERGY FUND									\$0.87
MICHIGAN ENERGY OPTIMIZATION SURCHARGE									\$23.81
TOTAL CURRENT CHARGES WITHOUT OPERATION ROUND UP									\$3,394.70
TOTAL AMOUNT									\$3,394.70

591-536-920.000

Lake Odessa Village Council
Ionia County, Michigan

Trustee Yoder, supported by Trustee DeJong, moved to adopt the following resolution:

RESOLUTION NO. 2024-65

**APPROVING AN AMENDMENT TO RESOLUTION 2023-65 AUTHORIZING
TRANSFER OF LAKEWOOD COMMUNITY PROJECT FUND ASSETS TO THE
JORDAN LAKE TRAIL BOARD**

WHEREAS, On November 20, 2023, the Village Council approved Resolution 2023-65 which authorized the transfer of assets in the Lakewood Community Project Fund to the Jordan Lake Trail Fund “upon the completion of Michigan Department of Transportation Grant Project 2016019.02, Jordan Lake Trail French Fry Lane”; and

WHEREAS, although the construction of physical improvements was completed more than a year ago, reporting and review activities have yet to be completed, delaying the authorized transfer of funds; and

WHEREAS, it is not known when the Department of Transportation will determine that all project requirements have been met and close the project, permitting the transfer of funds now totaling \$11,724.93; and

WHEREAS, Village administrators wish to conclude the transfer of funds so that the account can be closed before the end of the Village’s fiscal year;

NOW, THEREFORE, BE IT RESOLVED, the paragraph 1 of the operative clauses of Resolution 2023-65 is hereby amended to read as follows:

“That the Village of Lake Odessa hereby closes the Lakewood Community Project Fund and authorizes transfer of its entire balance to the Jordan Lake Trail Board.”

Ayes: **Yoder, DeJong, Brighton, Cappon, Green, Halfmann, Banks**

Nays: **None**

Absent: **None**

Abstain: **None**

RESOLUTION DECLARED ADOPTED.

Dated: December 16, 2024



Kathy Forhan, Village Clerk

DDA/LDFA Chosen: LAKE ODESSA VILLAGE, Adjusted Values (All Adjustments Included)
 Include: All Parcels

All Records
 Special Population: Ad Valorem+Special Acts
 Village, Real & Personal Property

PARCEL INFORMATION		TAX HEADING	TAX BILLED	CAPTURED TAX	NET TOTAL
SCHOOL: 34090, DDA/LDFA: LAKE ODESSA VILLAGE		SCHOOL: 34090, DDA/LDFA: LAKE ODESSA VILLAGE			
TOTAL PARCELS:	121	VILLAGE OPER	63,711.83	17,108.64	46,603.19
TAXABLE VALUE:	6,360,231	STREET REPAIR	28,552.49	7,667.02	20,885.47
BASE VALUE:	4,652,273	TOTALS----->	92,264.32	24,775.66	67,488.66
CAPTURED VALUE:	1,707,958	-----CAPTURED TAXES BREAKDOWN-----			
PRE/MBT TAXABLE:	688,942	POSITIVE CAPTURE			
NON PRE/MBT TAXABLE:	5,671,289	NEGATIVE CAPTURE			
PRE/MBT CAPTURED:	290,329	VILLAGE OPER	20,325.57	-3,216.93	
NON PRE/MBT CAPTURED:	1,417,629	STREET REPAIR	9,108.75	-1,441.73	
COM. PERS. TAXABLE:	0	TOTALS----->	29,434.32	-4,658.66	
IND. PERS. TAXABLE:	0				
SPEC. ACT PERS. TAXABLE:	0				
COM. PERS. CAPTURED:	0				
IND. PERS. CAPTURED:	0				
SPEC. ACT PERS. CAPTURED:	0				



Village of Lake Odessa
 Sent via email:
 treasurer@lakeodessa.org
 Gregg Guetschow

Invoice number 91268
 Date 11/25/2024
 Project Manager Hunter M. Kelly

Project **242283 242283 VILLAGE OF LAKE
 ODESSA - BNDY W DWG & LEGAL 34-
 101-090-000-065-20**

Description	Contract Amount	Prior Billed	Current Billed	Remaining
Professional Services	4,500.00	0.00	4,500.00	0.00
Total	4,500.00	0.00	4,500.00	0.00

Invoice total **4,500.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
91268	11/25/2024	4,500.00	4,500.00				
	Total	4,500.00	4,500.00	0.00	0.00	0.00	0.00

****Please remit to 2303 Pipestone Road, Benton Harbor, MI 49022 and include invoice number****

****If you would like to pay with a credit card, please visit our website at www.gowightman.com, a 3% fee applies to all credit card transactions. ACH transactions are accepted for a flat \$2.50****

SERVICE CHARGE: A delinquency charge of 1 1/2% per month (which is an ANNUAL PERCENTAGE RATE of 18%) will be added to all amounts not paid 30 days after invoice date.

101-101-801.00

Consent Agenda

**VILLAGE OF LAKE ODESSA
DOWNTOWN DEVELOPMENT AUTHORITY**

MINUTES

Special Meeting - Tuesday, December 10, 2024
Page Memorial Building, Lake Odessa MI

Present: Sarah McGarry, Sue Dahms, Karen Banks, Darwin Thompson
Absent: Marilyn Danielson, Bill Rogers
Staff: Village Manager Gregg Guetschow, Village Clerk/Treasurer Kathy Forman

I. Call to Order: Meeting called to order by McGarry at 7:02 a.m.

II. Agenda: Motion by Banks, supported by McGarry, to approve the agenda. All ayes, motion carried, 4-0.

III. Public Comment: None.

VI. Action/Discussion Items:

Danielle Bouchard from McKenna, gave an update on where we are at with the community engagement. She reviewed the answers from the survey that pertain to downtown. Talked about how to take the results and make sure the plan addresses responses. Discussed the possibility of adding a second DDA district.

Looked over a draft development plan. This is a very fluid document. Items will be rearranged as needed or phased out as needed. The estimates are conservative. Discussed how to help with facade improvements for business owners. Reviewed possible ideas for each phase of the plan.

Talked about athletic facilities in Lake Odessa. Downtown trees are getting too big and may need to be replaced. Discussed different programs that might be available to help with housing development (second floor apartments over businesses).

Danielle Bouchard will have a resolution to present to council at the January 22, 2025 meeting supporting a second DDA district.

Target dates for plan approval will be March or April.

Danielle will send a full draft plan to us January 3-6, 2025 which will be forwarded to each DDA member.

We will have to hold a public hearing with notices in the paper as well, as mailing a notice to every owner in the DDA district.

VII. Board Member Comments:

CFE has expressed a willingness to sell the whole lot north of The Barbary. This will be pursued.

VIII. Adjournment: Without objection, meeting adjourned at 8:42 a.m.

Respectfully submitted,

Kathy Forman
Village Clerk/Treasurer

Departmental Reports



MEMORANDUM

TO: President Banks and Village Council Members

FROM: Gregg Guetschow, Village Manager

SUBJECT: Agenda Summary

DATE: January 16, 2025

ITEMS OF BUSINESS:

Resolution 2025-01 Vacating Sherman Street. Council adopted a resolution at its October meeting setting a public hearing on the application to vacate Sherman Street for its December meeting. As a result of an error in the public notice, the hearing was recessed until the 22nd. As noted in discussion at the time the hearing was set, the street is unimproved and used only by the abutting businesses. Vacating the street would not be a detriment to those businesses. It will be necessary to retain easements for utility lines that serve Twin City Foods.

Resolution 2025-02 Budget Public Hearing. The Village Council is required to hold a public hearing prior to its adoption of the annual budget. The proposed resolution sets the date of the public hearing for Council's regular meeting scheduled for February 17. The Council will hold a work session on February 3 to review the draft budget prepared by the administration. Changes Council makes to the budget during the work session will be reflected in the proposed budget on which the public hearing is held.

Resolution 2025-03 Third Avenue Engineering Services. You will recall the discussion during the December meeting that led to awarding a contract to Wightman for engineering services for several streets. A short portion of Third Avenue south of Fourth Street, including the cul-de-sac, was not included in the project. Jesse Trout believes it is prudent to expand the scope of the project to address infrastructure needs on this short section and solicited a proposal from Wightman to extend its work to include this portion of Third Avenue.

Resolution 2025-04 Cross Connection Inspections. Cross connections are connections between drinking water the Village provides and sources of contamination. Problems can occur in situations in which a loss of water pressure in Village mains draws water contaminated water from a sink back into the mains. To prevent such situations, water systems must periodically inspect businesses and industries to ensure that cross connections are identified and removed. In 2015 or before, the Village determined that it was most cost effective to contract for this work with the firm H2O Compliance Services. They have provided

excellent services since then. It is proposed to continue using their services for an additional five years.

Village Manager Recruitment. You were provided a copy of the recruitment brochure used the last time the Village advertised for the village manager position. As we move in a different direction with this position, revising the brochure will be important in our efforts to attract candidates. You have been asked to consider the qualifications of the ideal candidate, keeping in mind that we will shift our focus to emphasize fit with the organization, including management style. In a meeting with President Banks and me, Jesse Trout offered several suggestions for changes to other sections of the brochure. My plan is to consider your input at Wednesday's meeting in preparing a revised version of the brochure for your consideration at the February meeting.

MISCELLANEOUS MATTERS:

Master Plan Update. President Banks, Planning Commission Chairperson Meg Wheeler, and I participated in a Zoom meeting on Tuesday with McKenna planner Aayush Patel to review progress on the preparation of the master land use plan update. Much of the meeting focused on reviewing and commenting on a draft future land use plan. A draft of the complete plan should be available in the next month or two.

DDA Development Plan. Work is also continuing on updating the DDA's development plan, its program of work that will be funded through tax captures. It is expected that the McKenna consultant will meet with the DDA at a special meeting scheduled for February 11.

1323 Ionia Street Complaint. Chief Backing and I met with a resident who lives across the street from this address to discuss his concerns with the deteriorating condition of this property. The house, which was been posted as unfit for human habitation in the fall of 2023, has a number of significant issues, including missing windows and deterioration of the roof at the eaves. Beginning in 2020, notices to correct code violations were sent and ignore. Tickets issued were paid by the absentee owner rather than address the defects. It appears that this behavior led to the adoption of a dangerous buildings ordinance at the end of 2020. I began exploring use of the ordinance to address this matter when I worked for the Village in 2023. We will begin proceedings by sending the required notice. If ignored, this could ultimately come to Council with a request to consider demolition of the house. The entire process to address the matter can take several months from beginning to end.

Church Street. In 1982, the Village closed Church Street north of Clark Street at the request of a developer seeking to create a residential subdivision. This project did not take place and Ionia County foreclosed on the property, including the former Church Street, for nonpayment of property taxes. In 2010, five lots west of Church Street were deeded to the Village. Three of these were subsequently sold to owners of neighboring lots. Concern was expressed last year about access to these lots. The former Church Street was not part of the deed from the County. It seems that it is a legal no man's land. Council approved my recommendation to ask Ionia County to quit claim to the former Church Street. A survey of the property was completed and a deed prepared. At its meeting on January 14, the Ionia County Board of Commissioners authorized the County Treasurer to execute a quit claim deed, subject to

review by the County attorney. Assuming this proceeds as expected, our next step would be to grant easements to the owners of the abutting lots so that they may use the former Church Street for access.

Hancock Street Vacation. Franklin Metals has submitted an application to vacate Hancock Street north of Tupper Lake Street. The existence of this unimproved street creates problems as delivery trucks using GPS trying to reach Cargill and Twin City Foods, interfering with customer access to Franklin Metals. We are waiting for payment of the required application fee before asking Council to set a public hearing on the application.

Lake Odessa Police Department December 2024 Council Report



December 2024 Calls for Service

12/31/24 18:59:32 TRF
12/31/24 17:55:56 TRF
12/31/24 13:40:58 PROPERTY CHECK
12/31/24 09:18:22 9908 - GENERAL
12/31/24 08:36:06 TRF
12/29/24 23:03:02 2900 - MDOP
12/29/24 11:33:36 TRF
12/29/24 08:35:30 TRF
12/28/24 23:52:11 PROPERTY CHECK
12/28/24 23:23:47 TRF
12/28/24 18:58:34 TRF
12/28/24 15:10:28 TRF
12/28/24 13:57:16 9908 - GENERAL
12/28/24 12:30:25 9908 - GENERAL
12/28/24 12:10:11 FOLLOW UP
12/28/24 10:39:08 FOLLOW UP
12/28/24 04:25:50 99093 - MED 3
12/27/24 22:30:52 TRF
12/27/24 19:52:54 TRF
12/27/24 15:03:49 TRF
12/27/24 14:15:43 TRF
12/27/24 11:34:49 TRF
12/27/24 02:25:09 99091 - MED 1
12/26/24 23:45:28 FOLLOW UP
12/26/24 18:51:00 9807 - SUSPICIOUS
12/26/24 10:48:11 9807 - SUSPICIOUS
12/25/24 14:55:35 9908A - ASSIST
12/25/24 10:04:50 9806 - CIVIL DISPUTE
12/24/24 20:25:35 2900 - MDOP
12/23/24 21:05:30 FOLLOW UP
12/23/24 16:19:56 7000 - JUVENILE
12/22/24 20:46:30 1100 - CSC
12/22/24 13:59:28 99093 - MED 3
12/22/24 13:57:01 TRF
12/22/24 13:51:59 TRF
12/22/24 08:43:10 99091 - MED 1
12/21/24 21:00:53 TRF -
12/21/24 20:26:41 99091 - MED 1
12/21/24 10:34:44 TRF

12/21/24 09:10:38 PROPERTY CHECK
12/21/24 08:05:24 TRF
12/20/24 15:33:40 FOLLOW UP
12/19/24 19:47:51 99091 - MED 1
12/18/24 22:11:22 9500 - FIRE ALL
12/18/24 21:15:05 99091 - MED 1
12/18/24 12:01:50 99091 - MED 1
12/18/24 10:00:52 5200 - WEAPONS Offense
12/17/24 20:24:49 5403 - TRAFFIC
12/17/24 11:05:03 9301C - HIT AND RUN
12/17/24 05:47:06 9909P - NON-CRIMINAL
12/16/24 22:15:25 TRF
12/16/24 20:30:24 TRF
12/16/24 19:57:35 FOLLOW UP
12/16/24 19:02:42 9301B - PDA TRAFFIC
12/16/24 13:00:05 9500 - FIRE ALL
12/15/24 18:44:50 9301C - HIT AND RUN
12/14/24 22:48:12 FOLLOW UP -
12/14/24 19:08:25 5300 - DISORDERLY
12/14/24 18:29:04 TRF
12/14/24 10:47:53 TRF
12/14/24 09:52:01 FOLLOW UP -
12/14/24 00:43:34 PROPERTY CHECK
12/13/24 21:22:41 99093 - MED 3
12/13/24 18:44:48 9908 - GENERAL
12/13/24 16:04:20 9908 - GENERAL
12/13/24 15:44:30 FOLLOW UP
12/13/24 09:57:41 9908A - ASSIST
12/12/24 21:28:16 9908 - GENERAL
12/12/24 15:38:01 99091 - MED 1
12/12/24 09:44:35 FOLLOW UP
12/12/24 06:09:55 99091 - MED 1
12/11/24 08:31:36 9908 - GENERAL
12/10/24 17:43:35 5000 - WARRANT
12/10/24 00:17:57 911H - 911 HANG UP
12/08/24 17:16:53 7000 - JUVENILE
12/08/24 10:46:49 FOLLOW UP
12/07/24 20:42:34 99091 - MED 1
12/07/24 14:38:52 TRF
12/07/24 13:22:35 9908 - GENERAL
12/06/24 20:56:54 99092 - MED 2
12/06/24 11:12:18 9909P - NON-CRIMINAL
12/05/24 22:34:38 9807 - SUSPICIOUS
12/05/24 15:33:00 9500 - FIRE ALL
12/05/24 15:27:16 99091 - MED 1
12/05/24 09:43:11 9504 - WIRES
12/03/24 17:36:49 9908 - GENERAL
12/03/24 11:12:10 9807 - SUSPICIOUS
12/03/24 05:47:03 9807 - SUSPICIOUS
12/03/24 00:37:58 3800 - FOLLOW UP
12/02/24 20:58:01 9908 - GENERAL ASSIST
12/02/24 19:24:48 TRF
12/02/24 18:40:04 TRF
12/02/24 16:20:27 9909P - NON-CRIMINAL
12/02/24 00:38:49 5300 - DISORDERLY
12/01/24 19:21:25 TRF
12/01/24 18:54:36 5403 - TRAFFIC
12/01/24 09:59:25 TRF
12/01/24 08:05:23 TRF
12/01/24 04:36:21 99091 - MED 1

Restricted parking: Winter Ban Parking

Per Village Ordinance, Section 32-58, No motor vehicle, camper, motor home or trailer shall be parked on any street within the village between the hours of 2:00 a.m. and 6:00 a.m. from November 1 of each year to April 1 of the succeeding year.

Each violation of this ordinance will result in a parking ticket, with a fine of \$10.00 per occurrence.

32 Parking Citations were issued in the month of December

Training:

Officer Colvin attended a two day de-escalation principals and practice course hosted by the Ionia County Sheriffs office held at the ISD, Ionia building. The training was provided by the National De-escalation Training Center and funded by a Department of Justice federal grant. This is an MCOLES certified course and approved for continuing education credits.

Officer Colvin also attended Speed Measurement training which teaches law enforcement officers how to use speed measuring devices to enforce traffic laws.



Photos provided by National De-Escalation Training Center, Lakewood Area Chamber of Commerce, and Hero Services

Public Relations:

Officers led the Lakewood Area Chamber of Commerce Christmas in the Village parade held on December 13th along the business district.



Officers assisted Hero Services with their 2024 Tactical Santa program. Hero services is a non profit organization committed to recognizing and providing resources to first responders, health care workers and Veterans. Hero Services purchased and organized Christmas gifts to be delivered to the home of a local Lake Odessa fireman who lost his wife and two of his daughters in a tragic accident that occurred earlier this year. One of his daughters was injured but survived the crash.



2024 Operation Christmas Cheer was a huge success due to the assistance and generosity of many. A significant difference was made in the lives of a local family due to kindness, compassion and willingness to get involved. Thank you to everyone for growing this initiative and making it so wonderful. There is no better feeling than to be on a team of dedicated people who come together to make a difference.



Department of Public Works

December 12th 2024 to January 15th 2025

Council Report

Parks & Beach

Trash receptacles are being emptied twice a week, and sidewalks are being kept free of snow and ice as necessary.

Streets

The engineers have begun collecting data for the upcoming infrastructure project in 2026. We have been working ahead of them to locate storm sewer infrastructure for their surveyors. We have had multiple minor snow events that have required us to salt and plow several times now.

Water

I wrapped up the Complete System Distribution Inventory Report and submitted it to EGLE for review. The annual water report has been published in the newspaper and submitted to EGLE. Per EGLE's policy, I must directly mail any violation notice to the consumers. This has been completed. The guys did some touch up painting at the water treatment plant. We have been locating utilities for the engineers while they begin collecting data for the upcoming project.

DPW

We will be collecting Christmas trees for the final time on the 21st of this month. We have spent several days removing and replacing rotted steel from the interior of the debris box on the street sweeper. I am trying to extend the useful life of the machine, as it is approximately \$400,000 to replace it with a new one. We will be forced to do something in the coming years as it is rapidly nearing the end of its serviceable life. Both engines on the machine have been serviced also.

Purchase Request

None currently.

Additional Comments

None currently.

User: KATHY

DB: Lake Odessa Vil

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	BALANCE	
Fund 101 - GENERAL FUND									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
101-000-402.000	CURRENT REAL PROPERTY TAXES	521,000.00		541,035.22		0.00		(20,035.22)	103.85
101-000-410.000	CURRENT PERSONAL PROPERTY TAX	45,000.00		23,020.70		0.00		21,979.30	51.16
101-000-428.000	MANUFACTURED HOUSING FEES	450.00		348.50		43.00		101.50	77.44
101-000-447.000	PROPERTY TAX ADMINISTRATION FEE	8,000.00		8,468.18		0.00		(468.18)	105.85
101-000-476.000	LIQUOR LICENSE FEES	1,800.00		2,226.95		0.00		(426.95)	123.72
101-000-477.000	CABLE TV FRANCHISE	2,100.00		1,474.90		0.00		625.10	70.23
101-000-490.000	SPECIAL USE/ZBA PERMIT	250.00		200.00		0.00		50.00	80.00
101-000-490.001	ZONING PERMIT FEES	1,000.00		1,125.00		0.00		(125.00)	112.50
101-000-542.000	METRO ACT	9,500.00		9,168.45		0.00		331.55	96.51
101-000-549.000	TREE GRANT	3,000.00		3,000.00		3,000.00		0.00	100.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE TAX	55,000.00		45,841.86		0.00		9,158.14	83.35
101-000-574.000	STATE REVENUE SHARING	212,500.00		179,626.00		34,592.00		32,874.00	84.53
101-000-574.001	EVIP PMTS	52,000.00		43,897.00		8,929.00		8,103.00	84.42
101-000-580.000	CONTRIBUTION FROM LOCAL UNITS	0.00		21,859.54		0.00		(21,859.54)	100.00
101-000-601.000	VEHICLE RENTAL INCOME	27,000.00		18,132.91		0.00		8,867.09	67.16
101-000-632.000	MOWING	500.00		1,675.00		0.00		(1,175.00)	335.00
101-000-635.000	MAY CLEAN UP (NON-RESIDENTS)	500.00		1,040.00		0.00		(540.00)	208.00
101-000-643.000	PENALTIES & INTEREST ON TAXES	300.00		741.27		0.00		(441.27)	247.09
101-000-656.000	PARKING TICKET FEES	150.00		370.00		295.00		(220.00)	246.67
101-000-657.000	ORDINANCE FINES	3,500.00		1,541.34		146.52		1,958.66	44.04
101-000-665.000	INTEREST	9,500.00		28,772.67		9,128.62		(19,272.67)	302.87
101-000-667.000	RENTS-BUILDINGS-LAND	1,500.00		1,976.00		751.00		(476.00)	131.73
101-000-673.000	SALE OF FIXED ASSET	0.00		6,000.00		0.00		(6,000.00)	100.00
101-000-676.000	REIMBURSEMENTS	0.00		100.10		0.00		(100.10)	100.00
101-000-684.000	MISC REVENUE	500.00		1,219.48		0.00		(719.48)	243.90
101-000-684.001	MISC REVENUE-MISC REVENUE GENERAL	8,000.00		8,557.29		3,831.88		(557.29)	106.97
101-000-684.010	MISC REVENUE-POLICE	500.00		3,265.45		3,040.00		(2,765.45)	653.09
Total Dept 000 - BALANCE SHEET / GENERAL		963,550.00		954,683.81		63,757.02		8,866.19	99.08
TOTAL REVENUES		963,550.00		954,683.81		63,757.02		8,866.19	99.08
Expenditures									
Dept 101 - GOVERNING BODY									
101-101-702.708	TRUSTEE MEETING FEES	9,000.00		7,987.50		1,350.00		1,012.50	88.75
101-101-702.709	TREASURER - CLERK WAGES	15,300.00		7,626.61		0.00		7,673.39	49.85
101-101-710.000	EMPLOYER FICA	1,950.00		1,130.20		103.30		819.80	57.96
101-101-711.000	EMPLOYERS SHARE OF PENSION	1,600.00		762.66		0.00		837.34	47.67
101-101-723.000	WORKMEN'S COMPENSATION	300.00		53.01		0.00		246.99	17.67
101-101-727.000	OFFICE SUPPLIES	1,500.00		696.91		111.84		803.09	46.46
101-101-728.000	SUPPLIES	100.00		0.00		0.00		100.00	0.00
101-101-730.000	MEALS & MILEAGE	100.00		0.00		0.00		100.00	0.00
101-101-740.000	POSTAGE	200.00		365.94		0.00		(165.94)	182.97
101-101-750.000	DUES & MEMBERSHIPS	3,200.00		2,422.00		110.00		778.00	75.69
101-101-752.000	EDUCATION & TRAINING	5,500.00		0.00		0.00		5,500.00	0.00
101-101-754.000	SAFE DEPOSIT BOX RENTAL	15.00		15.00		15.00		0.00	100.00
101-101-801.000	CONTRACTED SERVICES	20,000.00		15,734.88		6,718.75		4,265.12	78.67
101-101-805.000	ATTORNEY FEES	10,000.00		9,158.37		0.00		841.63	91.58
101-101-806.000	AUDIT SERVICES	6,000.00		6,412.50		0.00		(412.50)	106.88
101-101-850.000	COMMUNICATION EXPENSE	900.00		468.57		43.69		431.43	52.06
101-101-880.000	COMMUNITY PROMOTION	8,000.00		6,840.00		0.00		1,160.00	85.50
101-101-880.001	DOWNTOWN DEVELOPMENT	0.00		5.00		20,325.57		(5.00)	100.00
101-101-880.003	CONTRIBUTION TO OTHERS	0.00		11,724.93		11,724.93		(11,724.93)	100.00

User: KATHY

DB: Lake Odessa Vil

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDTG USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND									
Expenditures									
101-101-900.000	PRINTING & PUBLISHING	1,200.00		2,336.20		726.00		(1,136.20)	194.68
101-101-957.000	COUNTER DRAIN	5,200.00		7,013.84		0.00		(1,813.84)	134.88
101-101-963.000	MISC EXPENSE	1,000.00		1,185.04		616.60		(185.04)	118.50
101-101-991.000	NOTARY & FIDUCIARY BONDS	100.00		40.00		0.00		60.00	40.00
Total Dept 101 - GOVERNING BODY		91,165.00		81,979.16		41,845.68		9,185.84	89.92
Dept 172 - MANAGERS									
101-172-702.001	DEPT HEAD WAGES	18,500.00		0.00		0.00		18,500.00	0.00
101-172-710.000	EMPLOYER FICA	1,450.00		0.00		0.00		1,450.00	0.00
101-172-711.000	EMPLOYERS SHARE OF PENSION	1,850.00		0.00		0.00		1,850.00	0.00
101-172-720.000	DISABILITY INSURANCE	500.00		30.30		3.03		469.70	6.06
101-172-721.000	LIFE INSURANCE EXPENSE	250.00		0.00		0.00		250.00	0.00
101-172-723.000	WORKMEN'S COMPENSATION	200.00		0.00		0.00		200.00	0.00
101-172-727.000	OFFICE SUPPLIES	2,000.00		454.24		161.56		1,545.76	22.71
101-172-730.000	MEALS & MILEAGE	200.00		126.96		0.00		73.04	63.48
101-172-750.000	DUES & MEMBERSHIPS	750.00		99.00		0.00		651.00	13.20
101-172-752.000	EDUCATION & TRAINING	5,000.00		2,280.05		0.00		2,719.95	45.60
101-172-801.000	CONTRACTED SERVICES	25,000.00		57,541.13		6,781.30		(32,541.13)	230.16
101-172-805.000	ATTORNEY FEES	2,000.00		0.00		0.00		2,000.00	0.00
101-172-850.000	COMMUNICATION EXPENSE	1,200.00		803.25		80.46		396.75	66.94
Total Dept 172 - MANAGERS		58,900.00		61,334.93		7,026.35		(2,434.93)	104.13
Dept 265 - PAGE MEMORIAL BUILDING									
101-265-728.000	SUPPLIES	2,000.00		1,043.74		323.10		956.26	52.19
101-265-740.000	POSTAGE	900.00		1,131.87		200.00		(231.87)	125.76
101-265-850.000	COMMUNICATION EXPENSE	1,200.00		904.47		100.44		295.53	75.37
101-265-931.001	MAINTENANCE/REPAIR-BUILDING	4,000.00		1,206.75		845.35		2,793.25	30.17
101-265-931.002	MAINTENANCE/REPAIR-EQUIPMENT	2,000.00		498.15		0.00		1,501.85	24.91
101-265-931.003	MAINTENANCE-LANDSCAPING & GROUNDS	2,000.00		0.00		0.00		2,000.00	0.00
101-265-970.000	CAPITAL OUTLAY	75,000.00		118,672.28		0.00		(43,672.28)	158.23
101-265-980.001	HARDWARE	5,000.00		0.00		0.00		5,000.00	0.00
101-265-980.002	SOFTWARE	500.00		414.00		98.00		86.00	82.80
Total Dept 265 - PAGE MEMORIAL BUILDING		92,600.00		123,871.26		1,566.89		(31,271.26)	133.77
Dept 301 - POLICE									
101-301-702.001	DEPARTMENT HEAD WAGES	82,000.00		65,938.72		6,400.76		16,061.28	80.41
101-301-702.704	FULL TIME WAGES	130,000.00		82,555.34		9,682.60		47,444.66	63.50
101-301-702.705	OVER TIME WAGES	8,000.00		5,048.76		1,082.65		2,951.24	63.11
101-301-702.706	PART TIME WAGES	25,000.00		25,499.50		1,680.00		(499.50)	102.00
101-301-702.717	NO FRINGE BENEFIT INCENTIVE	3,300.00		3,300.00		0.00		0.00	100.00
101-301-710.000	EMPLOYER FICA	20,100.00		13,806.27		1,428.09		6,293.73	68.69
101-301-711.000	EMPLOYERS SHARE OF PENSION	24,500.00		16,889.26		1,884.61		7,610.74	68.94
101-301-712.000	HEALTH INSURANCE EXPENSE	24,400.00		6,764.54		1,097.12		17,635.46	27.72
101-301-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	10,800.00		0.00		0.00		10,800.00	0.00
101-301-713.000	DENTAL INSURANCE EXPENSE	3,300.00		981.33		105.00		2,318.67	29.74
101-301-714.000	OPTICAL PLAN EXPENSE	350.00		108.10		10.90		241.90	30.89
101-301-716.000	WELLNESS PROGRAM	360.00		0.00		0.00		360.00	0.00
101-301-720.000	DISABILITY INSURANCE	3,050.00		1,894.85		206.05		1,155.15	62.13
101-301-721.000	LIFE INSURANCE EXPENSE	1,200.00		575.36		62.24		624.64	47.95
101-301-723.000	WORKMEN'S COMPENSATION	4,000.00		2,539.37		0.00		1,460.63	63.48

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND									
Expenditures									
101-301-724.001	TUITION REIMBURSEMENT	2,000.00		0.00		0.00		2,000.00	0.00
101-301-727.000	OFFICE SUPPLIES	750.00		118.99		0.00		631.01	15.87
101-301-728.000	SUPPLIES	2,000.00		952.70		0.00		1,047.30	47.64
101-301-729.000	RESERVE SUPPLIES	250.00		0.00		0.00		250.00	0.00
101-301-730.000	MEALS & MILEAGE	500.00		63.55		0.00		436.45	12.71
101-301-731.000	VESTS	1,000.00		0.00		0.00		1,000.00	0.00
101-301-741.000	MEDICAL & PHYSICALS	2,000.00		1,604.00		0.00		396.00	80.20
101-301-744.000	CLOTHING EXPENSE	2,000.00		893.81		0.00		1,106.19	44.69
101-301-745.000	UNIFORM CLEANING	300.00		0.00		0.00		300.00	0.00
101-301-750.000	DUES & MEMBERSHIPS	525.00		115.00		0.00		410.00	21.90
101-301-751.000	GASOLINE PURCHASES	9,500.00		3,121.02		257.60		6,378.98	32.85
101-301-752.000	EDUCATION & TRAINING	5,000.00		1,492.90		280.86		3,507.10	29.86
101-301-752.001	RANGE QUALIFICATION	1,500.00		995.00		0.00		505.00	66.33
101-301-755.000	MEADOWBROOK INSURANCE	10,500.00		9,367.95		0.00		1,132.05	89.22
101-301-801.000	CONTRACTED SERVICES	3,000.00		2,394.92		673.75		605.08	79.83
101-301-805.000	ATTORNEY FEES	1,000.00		8.73		0.00		991.27	0.87
101-301-850.000	COMMUNICATION EXPENSE	6,150.00		5,118.93		606.16		1,031.07	83.23
101-301-880.000	COMMUNITY PROMOTION	350.00		200.00		0.00		150.00	57.14
101-301-931.002	MAINTENANCE/REPAIR-EQUIPMENT	1,500.00		231.40		0.00		1,268.60	15.43
101-301-931.004	MAINTENANCE/REPAIR-VEHICLE	2,500.00		1,649.34		1,293.00		850.66	65.97
101-301-958.000	ACT 302 TRAINING	500.00		0.00		0.00		500.00	0.00
101-301-970.001	CAPITAL OUTLAY-EQUIPMENT	20,000.00		10,648.78		9,748.80		9,351.22	53.24
101-301-970.003	CAPITAL OUTLAY-OFFICE FURNITURE	1,000.00		0.00		0.00		1,000.00	0.00
101-301-980.001	HARDWARE	1,000.00		0.00		0.00		1,000.00	0.00
101-301-980.002	SOFTWARE	1,500.00		906.00		230.00		594.00	60.40
Total Dept 301 - POLICE		416,685.00		265,784.42		36,730.19		150,900.58	63.79
Dept 441 - PUBLIC WORKS									
101-441-702.001	DEPT HEAD WAGES	24,000.00		18,735.31		1,784.84		5,264.69	78.06
101-441-702.704	FULL TIME WAGES	50,500.00		40,066.97		4,040.01		10,433.03	79.34
101-441-702.705	OVER TIME WAGES	1,500.00		0.00		0.00		1,500.00	0.00
101-441-702.706	PART TIME WAGES	6,500.00		4,301.85		0.00		2,198.15	66.18
101-441-702.717	NO FRINGE BENEFIT INCENTIVE	3,000.00		1,650.00		0.00		1,350.00	55.00
101-441-710.000	EMPLOYER FICA	6,500.00		4,738.89		421.93		1,761.11	72.91
101-441-711.000	EMPLOYERS SHARE OF PENSION	8,250.00		7,580.37		740.15		669.63	91.88
101-441-712.000	HEALTH INSURANCE EXPENSE	7,900.00		7,746.32		989.18		153.68	98.05
101-441-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	4,800.00		0.00		0.00		4,800.00	0.00
101-441-713.000	DENTAL INSURANCE EXPENSE	1,400.00		1,213.92		136.04		186.08	86.71
101-441-714.000	OPTICAL PLAN EXPENSE	200.00		129.23		13.62		70.77	64.62
101-441-720.000	DISABILITY INSURANCE	1,200.00		801.70		80.17		398.30	66.81
101-441-721.000	LIFE INSURANCE EXPENSE	350.00		260.00		26.00		90.00	74.29
101-441-723.000	WORKMEN'S COMPENSATION	5,000.00		3,738.45		0.00		1,261.55	74.77
101-441-727.000	OFFICE SUPPLIES	1,500.00		339.94		25.93		1,160.06	22.66
101-441-728.000	SUPPLIES	4,000.00		855.82		44.12		3,144.18	21.40
101-441-741.000	MEDICAL & PHYSICALS	250.00		176.00		0.00		74.00	70.40
101-441-744.000	CLOTHING EXPENSE	1,100.00		674.86		0.00		425.14	61.35
101-441-750.000	DUES & MEMBERSHIPS	1,200.00		360.00		0.00		840.00	30.00
101-441-751.000	GASOLINE PURCHASES	8,500.00		4,988.06		739.98		3,511.94	58.68
101-441-752.000	EDUCATION & TRAINING	500.00		0.00		0.00		500.00	0.00
101-441-755.000	MEADOWBROOK INSURANCE	8,500.00		7,395.75		0.00		1,104.25	87.01
101-441-756.000	LICENSE FEES	300.00		0.00		0.00		300.00	0.00
101-441-801.000	CONTRACTED SERVICES	6,000.00		0.00		0.00		6,000.00	0.00
101-441-850.000	COMMUNICATION EXPENSE	2,000.00		1,832.83		172.77		167.17	91.64
101-441-920.000	GAS AND ELECTRIC	3,000.00		1,707.36		278.48		1,292.64	56.91

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 101 - GENERAL FUND									
Expenditures									
101-441-931.001	MAINTENANCE/REPAIR-BUILDING	4,000.00		407.94		0.00		3,592.06	10.20
101-441-931.002	MAINTENANCE/REPAIR-EQUIPMENT	10,000.00		4,570.60		665.17		5,429.40	45.71
101-441-931.003	MAINTENANCE-LANDSCAPING & GROUNDS	500.00		498.29		0.00		1.71	99.66
101-441-931.004	MAINTENANCE/REPAIR-VEHICLE	3,000.00		784.70		0.00		2,215.30	26.16
101-441-931.005	MAINTENANCE/REPAIR-TREES	500.00		0.00		0.00		500.00	0.00
101-441-933.000	MAY CLEAN UP	5,500.00		3,239.00		0.00		2,261.00	58.89
101-441-934.000	REFUSE REMOVAL	900.00		954.90		95.49		(54.90)	106.10
101-441-955.002	EQUIPMENT RENTAL EXPENSE	500.00		0.00		0.00		500.00	0.00
101-441-955.003	SAFETY	1,500.00		420.48		0.00		1,079.52	28.03
101-441-963.000	MISC EXPENSE	1,000.00		119.00		0.00		881.00	11.90
101-441-967.000	PROJECT COSTS	3,500.00		0.00		0.00		3,500.00	0.00
101-441-970.000	CAPITAL OUTLAY	6,500.00		4,210.71		0.00		2,289.29	64.78
Total Dept 441 - PUBLIC WORKS		195,350.00		124,499.25		10,253.88		70,850.75	63.73
Dept 448 - PUBLIC UTILITIES-STREET LIGHTING									
101-448-924.000	STREET LIGHT EXPENSE	34,000.00		30,682.76		3,113.31		3,317.24	90.24
Total Dept 448 - PUBLIC UTILITIES-STREET LIGHTING		34,000.00		30,682.76		3,113.31		3,317.24	90.24
Dept 536 - WATER/SEWER									
101-536-928.000	SEWER EXPENSE	3,500.00		2,125.26		0.00		1,374.74	60.72
101-536-929.000	WATER EXPENSE	2,500.00		1,467.96		0.00		1,032.04	58.72
Total Dept 536 - WATER/SEWER		6,000.00		3,593.22		0.00		2,406.78	59.89
Dept 722 - ZONING									
101-722-702.706	PART TIME WAGES	7,400.00		5,544.84		528.08		1,855.16	74.93
101-722-710.000	EMPLOYER FICA	680.00		424.18		40.39		255.82	62.38
101-722-727.000	OFFICE SUPPLIES	200.00		0.00		0.00		200.00	0.00
101-722-802.000	PLANNING & ZONING-OTHER	30,000.00		10,080.00		0.00		19,920.00	33.60
101-722-850.000	COMMUNICATION EXPENSE	275.00		0.00		0.00		275.00	0.00
Total Dept 722 - ZONING		38,555.00		16,049.02		568.47		22,505.98	41.63
Dept 728 - ECONOMIC DEVELOPMENT									
101-728-801.000	CONTRACTED SERVICES	2,000.00		2,000.00		0.00		0.00	100.00
Total Dept 728 - ECONOMIC DEVELOPMENT		2,000.00		2,000.00		0.00		0.00	100.00
Dept 751 - PARKS AND RECREATION									
101-751-702.706	PART TIME WAGES	7,000.00		6,788.04		0.00		211.96	96.97
101-751-710.000	EMPLOYER FICA	600.00		519.30		0.00		80.70	86.55
101-751-711.000	EMPLOYERS SHARE OF PENSION	800.00		312.18		0.00		487.82	39.02
101-751-723.000	WORKMEN'S COMPENSATION	270.00		99.78		0.00		170.22	36.96
101-751-728.000	SUPPLIES	2,500.00		1,051.50		0.00		1,448.50	42.06
101-751-882.000	SWIFTY'S PLACE	250.00		259.00		0.00		(9.00)	103.60
101-751-920.000	GAS AND ELECTRIC	3,800.00		3,284.74		406.06		515.26	86.44
101-751-931.001	MAINTENANCE/REPAIR-BUILDING	2,500.00		113.15		0.00		2,386.85	4.53
101-751-931.002	MAINTENANCE/REPAIR-EQUIPMENT	4,000.00		3,190.75		0.00		809.25	79.77
101-751-931.003	MAINTENANCE-LANDSCAPING & GROUNDS	7,500.00		10,016.45		0.00		(2,516.45)	133.55

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	12/31/2024	MONTH 12/31/2024	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-751-970.000	CAPITAL OUTLAY	16,000.00	32,765.29	0.00	(16,765.29)	204.78
Total Dept 751 - PARKS AND RECREATION		<u>45,220.00</u>	<u>58,400.18</u>	<u>406.06</u>	<u>(13,180.18)</u>	<u>129.15</u>
TOTAL EXPENDITURES		<u>980,475.00</u>	<u>768,194.20</u>	<u>101,510.83</u>	<u>212,280.80</u>	<u>78.35</u>
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		963,550.00	954,683.81	63,757.02	8,866.19	99.08
TOTAL EXPENDITURES		<u>980,475.00</u>	<u>768,194.20</u>	<u>101,510.83</u>	<u>212,280.80</u>	<u>78.35</u>
NET OF REVENUES & EXPENDITURES		(16,925.00)	186,489.61	(37,753.81)	(203,414.61)	1,101.86

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 202 - MAJOR STREET FUND									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
202-000-546.000	ACT 51 / STREETS	207,500.00		180,500.57		17,440.73		26,999.43	86.99
202-000-665.000	INTEREST	6,000.00		6,074.65		482.66		(74.65)	101.24
Total Dept 000 - BALANCE SHEET / GENERAL		213,500.00		186,575.22		17,923.39		26,924.78	87.39
TOTAL REVENUES		213,500.00		186,575.22		17,923.39		26,924.78	87.39
Expenditures									
Dept 449 - STREET DEPT (ACT 51)									
202-449-702.001	DEPT HEAD WAGES	2,300.00		0.00		0.00		2,300.00	0.00
202-449-710.000	EMPLOYER FICA	175.00		0.00		0.00		175.00	0.00
202-449-711.000	EMPLOYERS SHARE OF PENSION	230.00		0.00		0.00		230.00	0.00
202-449-712.002	ADMIN BENEFITS	0.00		3.80		0.38		(3.80)	100.00
202-449-731.000	COLD/HOT PATCH	1,200.00		520.58		0.00		679.42	43.38
202-449-734.000	SALT/SAND ROADS	3,700.00		0.00		0.00		3,700.00	0.00
202-449-801.000	CONTRACTED SERVICES	18,000.00		800.00		0.00		17,200.00	4.44
202-449-806.000	AUDIT SERVICES	1,500.00		1,425.00		0.00		75.00	95.00
202-449-863.000	STREET STRIPING	3,500.00		4,023.30		0.00		(523.30)	114.95
202-449-865.000	STREET SIGNS	1,000.00		179.50		0.00		820.50	17.95
202-449-944.867	VEHICLE RENTAL - STREET REPAIRS	0.00		8,790.45		0.00		(8,790.45)	100.00
202-449-944.869	VEHICLE RENTAL - SNOW REMOVAL	0.00		369.46		0.00		(369.46)	100.00
202-449-963.000	MISC EXPENSE	1,500.00		1,850.20		0.00		(350.20)	123.35
202-449-995.000	TRANSFERS OUT	75,000.00		0.00		0.00		75,000.00	0.00
Total Dept 449 - STREET DEPT (ACT 51)		108,105.00		17,962.29		0.38		90,142.71	16.62
Dept 450 - MAINTENANCE / CONSTRUCTION									
202-450-702.001	MAINTENANCE WAGES	13,400.00		7,845.89		330.54		5,554.11	58.55
202-450-710.000	MAINTENANCE EMPLOYER FICA	1,100.00		581.79		25.29		518.21	52.89
202-450-711.000	MAINTENANCE ER SHARE OF PENSION	1,340.00		1,060.12		62.25		279.88	79.11
202-450-712.002	MAINTENANCE BENEFITS	1,450.00		913.09		13.33		536.91	62.97
Total Dept 450 - MAINTENANCE / CONSTRUCTION		17,290.00		10,400.89		431.41		6,889.11	60.16
Dept 869 - SNOW REMOVAL									
202-869-702.001	SNOW REMOVAL WAGES	3,500.00		0.00		0.00		3,500.00	0.00
202-869-710.000	SNOW REMOVAL EMPLOYER FICA	310.00		0.00		0.00		310.00	0.00
202-869-711.000	SNOW REMOVAL SHARE OF PENSION	400.00		0.00		0.00		400.00	0.00
Total Dept 869 - SNOW REMOVAL		4,210.00		0.00		0.00		4,210.00	0.00
TOTAL EXPENDITURES		129,605.00		28,363.18		431.79		101,241.82	21.88
Fund 202 - MAJOR STREET FUND:									
TOTAL REVENUES		213,500.00		186,575.22		17,923.39		26,924.78	87.39
TOTAL EXPENDITURES		129,605.00		28,363.18		431.79		101,241.82	21.88
NET OF REVENUES & EXPENDITURES		83,895.00		158,212.04		17,491.60		(74,317.04)	188.58

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 203 - LOCAL STREET FUND									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
203-000-546.000	ACT 51 / STREETS	72,500.00		63,301.92		6,103.04		9,198.08	87.31
203-000-665.000	INTEREST	2,750.00		4,439.77		0.00		(1,689.77)	161.45
203-000-684.000	MISC REVENUE	38,000.00		45,762.11		0.00		(7,762.11)	120.43
203-000-699.000	TRANSFERS IN	75,000.00		0.00		0.00		75,000.00	0.00
Total Dept 000 - BALANCE SHEET / GENERAL		188,250.00		113,503.80		6,103.04		74,746.20	60.29
TOTAL REVENUES		188,250.00		113,503.80		6,103.04		74,746.20	60.29
Expenditures									
Dept 449 - STREET DEPT (ACT 51)									
203-449-702.001	DEPT HEAD WAGES	1,200.00		0.00		0.00		1,200.00	0.00
203-449-710.000	EMPLOYER FICA	125.00		0.00		0.00		125.00	0.00
203-449-711.000	EMPLOYERS SHARE OF PENSION	120.00		0.00		0.00		120.00	0.00
203-449-712.002	ADMIN BENEFITS	0.00		1.50		0.15		(1.50)	100.00
203-449-731.000	COLD/HOT PATCH	1,200.00		520.57		0.00		679.43	43.38
203-449-734.000	SALT/SAND ROADS	3,700.00		0.00		0.00		3,700.00	0.00
203-449-801.000	CONTRACTED SERVICES	28,000.00		1,600.00		0.00		26,400.00	5.71
203-449-806.000	AUDIT SERVICES	1,000.00		997.50		0.00		2.50	99.75
203-449-863.000	STREET STRIPING	1,500.00		331.10		0.00		1,168.90	22.07
203-449-865.000	STREET SIGNS	1,000.00		147.50		0.00		852.50	14.75
203-449-866.000	STREET RE-SURFACING	107,000.00		94,597.00		0.00		12,403.00	88.41
203-449-944.000	VEHICLE RENTAL	2,000.00		0.00		0.00		2,000.00	0.00
203-449-944.867	VEHICLE RENTAL - STREET REPAIRS	3,000.00		8,253.86		0.00		(5,253.86)	275.13
203-449-944.869	VEHICLE RENTAL - SNOW REMOVAL	5,000.00		719.14		0.00		4,280.86	14.38
203-449-963.000	MISC EXPENSE	1,500.00		1,587.50		0.00		(87.50)	105.83
203-449-970.006	STREET REPAIRS	3,000.00		0.00		0.00		3,000.00	0.00
Total Dept 449 - STREET DEPT (ACT 51)		159,345.00		108,755.67		0.15		50,589.33	68.25
Dept 450 - MAINTENANCE / CONSTRUCTION									
203-450-702.001	MAINTENANCE WAGES	16,800.00		9,927.33		528.83		6,872.67	59.09
203-450-710.000	MAINTENANCE EMPLOYER FICA	1,300.00		740.83		40.44		559.17	56.99
203-450-711.000	MAINTENANCE ER SHARE OF PENSION	1,680.00		1,433.62		99.60		246.38	85.33
203-450-712.002	MAINTENANCE BENEFITS	1,550.00		991.73		21.32		558.27	63.98
Total Dept 450 - MAINTENANCE / CONSTRUCTION		21,330.00		13,093.51		690.19		8,236.49	61.39
Dept 869 - SNOW REMOVAL									
203-869-702.001	SNOW REMOVAL WAGES	3,900.00		0.00		0.00		3,900.00	0.00
203-869-710.000	SNOW REMOVAL FICA	350.00		0.00		0.00		350.00	0.00
203-869-711.000	SNOW REMOVAL SHARE OF PENSION	390.00		0.00		0.00		390.00	0.00
Total Dept 869 - SNOW REMOVAL		4,640.00		0.00		0.00		4,640.00	0.00
TOTAL EXPENDITURES		185,315.00		121,849.18		690.34		63,465.82	65.75

Fund 203 - LOCAL STREET FUND:

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED	
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)		BALANCE
Fund 203 - LOCAL STREET FUND										
	TOTAL REVENUES		188,250.00		113,503.80		6,103.04		74,746.20	60.29
	TOTAL EXPENDITURES		185,315.00		121,849.18		690.34		63,465.82	65.75
	NET OF REVENUES & EXPENDITURES		2,935.00		(8,345.38)		5,412.70		11,280.38	284.34

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 204 - GENERAL HWY									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
204-000-402.000	CURRENT REAL PROPERTY TAXES	230,000.00		242,463.02		0.00		(12,463.02)	105.42
204-000-410.000	CURRENT PERSONAL PROPERTY TAX	22,000.00		10,316.80		0.00		11,683.20	46.89
204-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE TAX	29,000.00		22,015.24		0.00		6,984.76	75.91
204-000-665.000	INTEREST	5,000.00		7,027.29		596.26		(2,027.29)	140.55
Total Dept 000 - BALANCE SHEET / GENERAL		286,000.00		281,822.35		596.26		4,177.65	98.54
TOTAL REVENUES		286,000.00		281,822.35		596.26		4,177.65	98.54
Expenditures									
Dept 446 - HIGHWAYS, STREETS (NOT ACT 51)									
204-446-702.001	ADMINISTRATION WAGES	5,500.00		0.00		0.00		5,500.00	0.00
204-446-710.000	ADMINISTRATION FICA	425.00		0.00		0.00		425.00	0.00
204-446-711.000	ADMIN EMPLOYERS SHARE OF PENSION	550.00		0.00		0.00		550.00	0.00
204-446-712.002	ADMIN BENEFITS	1,000.00		8.60		0.86		991.40	0.86
204-446-801.000	CONTRACTED SERVICES	10,000.00		0.00		0.00		10,000.00	0.00
204-446-806.000	AUDIT SERVICES	1,500.00		1,425.00		0.00		75.00	95.00
204-446-880.001	DOWNTOWN DEVELOPMENT	0.00		0.00		9,108.75		0.00	0.00
204-446-970.000	SIDEWALK REPLACEMENT PROGRAM	15,000.00		8,424.38		0.00		6,575.62	56.16
204-446-991.000	CAPITAL IMPROV BOND II - PRIN	118,000.00		118,000.00		0.00		0.00	100.00
204-446-994.000	CAP IMPROV BOND II INTEREST	9,500.00		9,389.81		0.00		110.19	98.84
Total Dept 446 - HIGHWAYS, STREETS (NOT ACT 51)		161,475.00		137,247.79		9,109.61		24,227.21	85.00
Dept 450 - MAINTENANCE / CONSTRUCTION									
204-450-702.001	STREET ADMIN SALARY	35,750.00		25,193.49		1,983.18		10,556.51	70.47
204-450-710.000	STREET ADMIN FICA	2,900.00		1,908.85		151.72		991.15	65.82
204-450-711.000	EMPLOYERS SHARE OF PENSION	3,625.00		4,172.62		373.50		(547.62)	115.11
204-450-712.002	STREET ADMIN BENEFITS	1,925.00		1,405.44		62.34		519.56	73.01
Total Dept 450 - MAINTENANCE / CONSTRUCTION		44,200.00		32,680.40		2,570.74		11,519.60	73.94
TOTAL EXPENDITURES		205,675.00		169,928.19		11,680.35		35,746.81	82.62
Fund 204 - GENERAL HWY:									
TOTAL REVENUES		286,000.00		281,822.35		596.26		4,177.65	98.54
TOTAL EXPENDITURES		205,675.00		169,928.19		11,680.35		35,746.81	82.62
NET OF REVENUES & EXPENDITURES		80,325.00		111,894.16		(11,084.09)		(31,569.16)	139.30

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% B DGT USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
248-000-402.000	CURRENT REAL PROPERTY TAXES	38,000.00		48,118.57		29,434.32		(10,118.57)	126.63
248-000-665.000	INTEREST	300.00		604.99		7.15		(304.99)	201.66
248-000-674.000	DONATIONS-PRIVATE SOURCES	900.00		275.00		175.00		625.00	30.56
Total Dept 000 - BALANCE SHEET / GENERAL		39,200.00		48,998.56		29,616.47		(9,798.56)	125.00
TOTAL REVENUES		39,200.00		48,998.56		29,616.47		(9,798.56)	125.00
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	20.00		0.00		0.00		20.00	0.00
248-275-750.000	DUES & MEMBERSHIPS	25.00		40.00		0.00		(15.00)	160.00
248-275-752.000	EDUCATION & TRAINING	500.00		0.00		0.00		500.00	0.00
248-275-801.000	CONTRACTED SERVICES	15,000.00		7,567.05		231.25		7,432.95	50.45
248-275-806.000	AUDIT SERVICES	150.00		142.50		0.00		7.50	95.00
248-275-881.000	ADVERTISING	1,000.00		750.00		0.00		250.00	75.00
248-275-967.000	BEAUTIFICATION	8,300.00		6,228.47		0.00		2,071.53	75.04
248-275-967.002	CHRISTMAS DECORATIONS	1,000.00		1,929.40		1,890.00		(929.40)	192.94
Total Dept 275 - DDA		26,045.00		16,657.42		2,121.25		9,387.58	63.96
TOTAL EXPENDITURES		26,045.00		16,657.42		2,121.25		9,387.58	63.96
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:									
TOTAL REVENUES		39,200.00		48,998.56		29,616.47		(9,798.56)	125.00
TOTAL EXPENDITURES		26,045.00		16,657.42		2,121.25		9,387.58	63.96
NET OF REVENUES & EXPENDITURES		13,155.00		32,341.14		27,495.22		(19,186.14)	245.85

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 290 - ARTS									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
290-000-540.000	STATE GRANTS	10,000.00		13,767.00		13,767.00		(3,767.00)	137.67
290-000-602.001	ART IN THE PARK REVENUE-NEXT FY	3,000.00		2,995.00		0.00		5.00	99.83
290-000-602.003	FOOD BOOTH FEES	500.00		575.00		0.00		(75.00)	115.00
290-000-602.290	ART IN THE PARK REVENUE	3,000.00		3,230.00		0.00		(230.00)	107.67
290-000-665.000	INTEREST	200.00		368.37		3.02		(168.37)	184.19
290-000-674.000	DONATIONS-PRIVATE SOURCES	7,000.00		7,700.00		0.00		(700.00)	110.00
290-000-684.000	MISC REVENUE	0.00		5.68		0.00		(5.68)	100.00
Total Dept 000 - BALANCE SHEET / GENERAL		23,700.00		28,641.05		13,770.02		(4,941.05)	120.85
TOTAL REVENUES		23,700.00		28,641.05		13,770.02		(4,941.05)	120.85
Expenditures									
Dept 752 - ARTS									
290-752-727.000	OFFICE SUPPLIES	150.00		39.97		0.00		110.03	26.65
290-752-728.000	SUPPLIES	300.00		528.42		0.00		(228.42)	176.14
290-752-740.000	POSTAGE	250.00		81.59		0.00		168.41	32.64
290-752-770.000	CREDIT CARD FEES	200.00		(64.37)		0.00		264.37	(32.19)
290-752-793.000	OPERATING EXPENSE	150.00		40.00		0.00		110.00	26.67
290-752-794.000	T-SHIRTS	500.00		296.80		0.00		203.20	59.36
290-752-795.000	SOUND	1,650.00		1,763.20		0.00		(113.20)	106.86
290-752-798.000	CONCESSIONS SUPPLIES	400.00		324.72		0.00		75.28	81.18
290-752-803.000	SECURITY	150.00		0.00		0.00		150.00	0.00
290-752-806.000	AUDIT SERVICES	150.00		142.50		0.00		7.50	95.00
290-752-851.000	RADIOS	150.00		144.00		0.00		6.00	96.00
290-752-852.000	TELEPHONE	600.00		436.59		43.69		163.41	72.77
290-752-881.000	ADVERTISING	8,332.00		8,503.94		202.00		(171.94)	102.06
290-752-882.000	OPER EXP-GRANT DISBURSEMENT	50.00		0.00		0.00		50.00	0.00
290-752-883.000	PUBLIC ART PROJECT	3,250.00		864.24		864.24		2,385.76	26.59
290-752-895.000	KIDS AREA	500.00		87.59		0.00		412.41	17.52
290-752-898.000	ENTERTAINMENT	1,800.00		2,450.00		0.00		(650.00)	136.11
290-752-953.000	PORT A POTTY	600.00		615.00		0.00		(15.00)	102.50
290-752-955.000	GOLF CART RENTALS	1,200.00		1,589.27		0.00		(389.27)	132.44
290-752-956.000	TENT, TABLES, CHAIR RENTALS	800.00		390.00		0.00		410.00	48.75
290-752-963.000	MISCELLANEOUS EXPENSE	100.00		5.00		0.00		95.00	5.00
290-752-964.000	REFUND/REIMBURSEMENTS	200.00		142.50		0.00		57.50	71.25
290-752-967.001	PARK IMPROVEMENTS	4,000.00		2,141.64		0.00		1,858.36	53.54
Total Dept 752 - ARTS		25,482.00		20,522.60		1,109.93		4,959.40	80.54
TOTAL EXPENDITURES		25,482.00		20,522.60		1,109.93		4,959.40	80.54
Fund 290 - ARTS:									
TOTAL REVENUES		23,700.00		28,641.05		13,770.02		(4,941.05)	120.85
TOTAL EXPENDITURES		25,482.00		20,522.60		1,109.93		4,959.40	80.54
NET OF REVENUES & EXPENDITURES		(1,782.00)		8,118.45		12,660.09		(9,900.45)	455.58

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 291 - CAR SHOW									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
291-000-665.000	INTEREST	30.00		0.00		0.00		30.00	0.00
Total Dept 000 - BALANCE SHEET / GENERAL		30.00		0.00		0.00		30.00	0.00
TOTAL REVENUES		30.00		0.00		0.00		30.00	0.00
Expenditures									
Dept 753 - CAR SHOW									
291-753-880.000	COMMUNITY PROMOTION	0.00		5.07		0.00		(5.07)	100.00
Total Dept 753 - CAR SHOW		0.00		5.07		0.00		(5.07)	100.00
TOTAL EXPENDITURES		0.00		5.07		0.00		(5.07)	100.00
Fund 291 - CAR SHOW:									
TOTAL REVENUES		30.00		0.00		0.00		30.00	0.00
TOTAL EXPENDITURES		0.00		5.07		0.00		(5.07)	100.00
NET OF REVENUES & EXPENDITURES		30.00		(5.07)		0.00		35.07	16.90

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 590 - SEWER FUND									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
590-000-590.603	SEWER NSF REVENUE	0.00		280.00		35.00		(280.00)	100.00
590-000-614.000	SEWER REVENUE	0.00		1,809,007.20		199,265.17		(1,809,007.20)	100.00
590-000-615.000	SEWER PENALTIES	0.00		11,575.50		1,358.31		(11,575.50)	100.00
590-000-619.000	LAB TESTING REVENUE	0.00		160.00		40.00		(160.00)	100.00
Total Dept 000 - BALANCE SHEET / GENERAL		0.00		1,821,022.70		200,698.48		(1,821,022.70)	100.00
TOTAL REVENUES		0.00		1,821,022.70		200,698.48		(1,821,022.70)	100.00
Fund 590 - SEWER FUND:									
TOTAL REVENUES		0.00		1,821,022.70		200,698.48		(1,821,022.70)	100.00
TOTAL EXPENDITURES		0.00		0.00		0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		1,821,022.70		200,698.48		(1,821,022.70)	100.00

User: KATHY

DB: Lake Odessa Vil

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE	(DECREASE)	NORMAL BALANCE	(ABNORMAL)	
Fund 591 - WATER FUND									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
591-000-642.001	FINAL READ INCOME	950,000.00		961,308.03		110,018.50		(11,308.03)	101.19
591-000-642.002	WATER HOOK UP FEES	4,000.00		14,175.68		0.00		(10,175.68)	354.39
591-000-643.000	PENALTIES & INTEREST	5,500.00		4,704.32		0.00		795.68	85.53
591-000-665.000	INTEREST	8,000.00		21,652.93		7,130.29		(13,652.93)	270.66
591-000-684.000	MISC REVENUE	8,000.00		14,167.95		2,282.90		(6,167.95)	177.10
Total Dept 000 - BALANCE SHEET / GENERAL		975,500.00		1,016,008.91		119,431.69		(40,508.91)	104.15
TOTAL REVENUES		975,500.00		1,016,008.91		119,431.69		(40,508.91)	104.15
Expenditures									
Dept 536 - WATER/SEWER									
591-536-702.001	DEPT HEAD WAGES	45,000.00		20,817.00		1,983.15		24,183.00	46.26
591-536-702.704	FULL TIME WAGES	162,000.00		140,545.12		15,222.80		21,454.88	86.76
591-536-702.705	OVER TIME WAGES	2,000.00		1,473.93		0.00		526.07	73.70
591-536-702.706	PART TIME WAGES	1,000.00		1,308.86		0.00		(308.86)	130.89
591-536-702.710	WATER LICENSE STIPEND	5,600.00		0.00		0.00		5,600.00	0.00
591-536-702.717	NO FRINGE BENEFIT INCENTIVE	3,000.00		3,000.00		0.00		0.00	100.00
591-536-710.000	EMPLOYER FICA	18,250.00		12,020.97		1,236.96		6,229.03	65.87
591-536-711.000	EMPLOYERS SHARE OF PENSION	22,000.00		18,052.87		1,900.78		3,947.13	82.06
591-536-712.000	HEALTH INSURANCE EXPENSE	29,000.00		24,691.63		3,661.59		4,308.37	85.14
591-536-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	9,600.00		0.00		0.00		9,600.00	0.00
591-536-712.002	ADMIN BENEFITS	2,000.00		385.76		3.08		1,614.24	19.29
591-536-713.000	DENTAL INSURANCE EXPENSE	3,800.00		3,526.68		382.16		273.32	92.81
591-536-714.000	OPTICAL PLAN EXPENSE	625.00		446.32		48.96		178.68	71.41
591-536-720.000	DISABILITY INSURANCE	3,000.00		1,890.00		189.00		1,110.00	63.00
591-536-721.000	LIFE INSURANCE EXPENSE	925.00		267.44		62.24		657.56	28.91
591-536-723.000	WORKMEN'S COMPENSATION	2,479.00		1,788.39		0.00		690.61	72.14
591-536-727.000	OFFICE SUPPLIES	1,500.00		275.90		34.04		1,224.10	18.39
591-536-728.000	SUPPLIES	1,500.00		251.09		20.11		1,248.91	16.74
591-536-730.000	MEALS & MILEAGE	200.00		0.00		0.00		200.00	0.00
591-536-732.000	CHEMICAL SUPPLIES	5,000.00		3,572.60		0.00		1,427.40	71.45
591-536-740.000	POSTAGE	2,000.00		2,231.93		200.00		(231.93)	111.60
591-536-741.000	MEDICAL & PHYSICALS	200.00		441.00		169.00		(241.00)	220.50
591-536-744.000	CLOTHING EXPENSE	1,100.00		0.00		0.00		1,100.00	0.00
591-536-750.000	DUES & MEMBERSHIPS	3,500.00		1,938.38		0.00		1,561.62	55.38
591-536-751.000	GASOLINE PURCHASES	7,000.00		3,300.15		490.70		3,699.85	47.15
591-536-752.000	EDUCATION & TRAINING	2,000.00		370.00		0.00		1,630.00	18.50
591-536-760.000	FLEET INSURANCE	16,800.00		16,106.30		0.00		693.70	95.87
591-536-765.000	BANK FEES	50.00		0.00		0.00		50.00	0.00
591-536-770.000	WELLHEAD PROTECTION	5,000.00		0.00		0.00		5,000.00	0.00
591-536-771.000	WATER TESTING FEES	3,000.00		1,645.00		88.00		1,355.00	54.83
591-536-780.000	METER REPLACEMENT	4,000.00		9,874.96		0.00		(5,874.96)	246.87
591-536-781.000	HYDRANT REPLACEMENT	1,000.00		0.00		0.00		1,000.00	0.00
591-536-801.000	CONTRACTED SERVICES	50,000.00		8,128.05		93.75		41,871.95	16.26
591-536-805.000	ATTORNEY FEES	1,000.00		0.00		0.00		1,000.00	0.00
591-536-806.000	AUDIT SERVICES	3,700.00		3,705.00		0.00		(5.00)	100.14
591-536-850.000	COMMUNICATION EXPENSE	4,500.00		4,727.02		504.39		(227.02)	105.04
591-536-900.000	PRINTING & PUBLISHING	1,000.00		696.00		0.00		304.00	69.60
591-536-920.000	GAS AND ELECTRIC	50,000.00		41,695.31		4,800.10		8,304.69	83.39
591-536-931.001	MAINTENANCE/REPAIR-BUILDING	30,000.00		44,467.28		31.55		(14,467.28)	148.22
591-536-931.002	MAINTENANCE/REPAIR-EQUIPMENT	12,000.00		860.74		589.95		11,139.26	7.17
591-536-931.004	MAINTENANCE/REPAIR-VEHICLE	1,500.00		636.20		0.00		863.80	42.41

User: KATHY

DB: Lake Odessa Vil

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2024 (ABNORMAL)	MONTH 12/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 591 - WATER FUND									
Expenditures									
591-536-931.009	MAINTENANCE/REPAIR-WATER LINES	5,000.00		2,197.27		284.54		2,802.73	43.95
591-536-931.010	MAINTENANCE/REPAIRS-TANKS	86,715.00		86,715.00		0.00		0.00	100.00
591-536-932.000	NEW WATER MAINS	6,000.00		5,140.19		293.22		859.81	85.67
591-536-933.000	WELL REPAIRS	5,000.00		0.00		0.00		5,000.00	0.00
591-536-946.000	SCADA CONTROL SYSTEM	2,500.00		0.00		0.00		2,500.00	0.00
591-536-963.000	MISC EXPENSE	1,500.00		248.85		0.00		1,251.15	16.59
591-536-980.001	HARDWARE	9,000.00		7,337.48		845.48		1,662.52	81.53
591-536-980.002	SOFTWARE	100.00		226.00		46.00		(126.00)	226.00
591-536-991.000	CAPITAL IMPROVEMENT BOND	30,400.00		0.00		0.00		30,400.00	0.00
591-536-991.001	CAPITAL IMPROVEMENT BOND II	18,600.00		0.00		0.00		18,600.00	0.00
591-536-991.002	USDA BOND 2016	71,000.00		0.00		0.00		71,000.00	0.00
591-536-994.000	INTEREST EXPENSE	72,000.00		37,775.16		0.00		34,224.84	52.47
Total Dept 536 - WATER/SEWER		825,644.00		514,777.83		33,181.55		310,866.17	62.35
TOTAL EXPENDITURES		825,644.00		514,777.83		33,181.55		310,866.17	62.35
Fund 591 - WATER FUND:									
TOTAL REVENUES		975,500.00		1,016,008.91		119,431.69		(40,508.91)	104.15
TOTAL EXPENDITURES		825,644.00		514,777.83		33,181.55		310,866.17	62.35
NET OF REVENUES & EXPENDITURES		149,856.00		501,231.08		86,250.14		(351,375.08)	334.48

PERIOD ENDING 12/31/2024

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2024 NORMAL (ABNORMAL)	MONTH 12/31/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 999 - PAYROLL CLEARING						
Revenues						
Dept 000 - BALANCE SHEET / GENERAL						
999-000-665.000	INTEREST	0.00	48.45	0.00	(48.45)	100.00
Total Dept 000 - BALANCE SHEET / GENERAL		<u>0.00</u>	<u>48.45</u>	<u>0.00</u>	<u>(48.45)</u>	<u>100.00</u>
TOTAL REVENUES		<u>0.00</u>	<u>48.45</u>	<u>0.00</u>	<u>(48.45)</u>	<u>100.00</u>
Fund 999 - PAYROLL CLEARING:						
TOTAL REVENUES		0.00	48.45	0.00	(48.45)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		<u>0.00</u>	<u>48.45</u>	<u>0.00</u>	<u>(48.45)</u>	<u>100.00</u>
TOTAL REVENUES - ALL FUNDS		2,689,730.00	4,451,304.85	451,896.37	(1,761,574.85)	165.49
TOTAL EXPENDITURES - ALL FUNDS		2,378,241.00	1,640,297.67	150,726.04	737,943.33	68.97
NET OF REVENUES & EXPENDITURES		<u>311,489.00</u>	<u>2,811,007.18</u>	<u>301,170.33</u>	<u>(2,499,518.18)</u>	<u>902.44</u>

VILLAGE OF LAKE ODESSA
RECONCILED
CHECKING / SAVINGS / INVESTMENT ACCOUNT BALANCES
AS OF DECEMBER 31, 2024

POOLED CASH	CHECKING	UNION BANK	
GENERAL FUND			\$ 467,530.05
MAJOR STREET FUND			\$ 596,234.27
LOCAL STREET FUND			\$ 362,931.59
GENERAL HIGHWAY FUND			\$ 488,980.73
WATER FUND			\$ 561,336.95
			<u>\$ 2,477,013.59</u>
GENERAL FUND	CHECKING	UNION BANK	\$ 125.97
GENERAL HIGHWAY BOND REDEMPTION	CHECKING	UNION BANK	\$ 2,446.29
WATER FUND	CHECKING	UNION BANK	\$ 2,668.05
WATER BOND REDEMPTION	CHECKING	UNION BANK	\$ 2,510.15
PAYROLL FUND	CHECKING	UNION BANK	\$ 34,270.42
DOWNTOWN DEVELOPMENT AUTHORITY	CHECKING	UNION BANK	\$ 90,158.09
ARTS COMMISSION	CHECKING	UNION BANK	\$ 49,856.49
GENERAL FUND	SAVINGS	PFCU	\$ 14.77
LAKWOOD COMMUNITY PROJECT	SAVINGS	UNION BANK	\$ -
VEHICLE REPLACEMENT	SAVINGS	UNION BANK	\$ 74,071.73
WATER REPAIR, REPLACEMENT & IMPROVEMENT	SAVINGS	UNION BANK	\$ 297,161.38
WATER BOND RESERVE	SAVINGS	MI 1 COMM CU	\$ 120,448.24
WATER FUND	SAVINGS	PFCU	\$ 286.27
GENERAL FUND	INVESTMENT	MI CLASS	\$ 871,617.60
MAJOR STREET FUND	INVESTMENT	MI CLASS	\$ 121,827.52
GENERAL HIGHWAY FUND	INVESTMENT	MI CLASS	\$ 150,505.83
WATER FUND	INVESTMENT	MI CLASS	\$ 646,865.68
GENERAL FUND	CERTIFICATE OF DEPOSIT	UNION BANK	\$ 125,000.00
WATER FUND	CERTIFICATE OF DEPOSIT	UNION BANK	\$ 100,000.00

Lake Odessa Village
Zoning Administrator Report
December 2024

Permits:

None

Miscellaneous:

Phone calls involved various appraisers checking on the zoning classification of assorted parcels. Other questions involved various questions regarding setbacks, fences, pools and permits.

Master Plan

The Planning Commission is working with McKenna.

Stuart Project

They were preparing to start construction of building 2 in the late fall. I sent them the minutes with the list of approval condition items to provide before a zoning permit can be applied for. Since then, Gregg contacted me that he read an article about the project and the foundation has been poured. I had not received the condition info so I contacted the Building Dept at the County. They said that they issued a building permit, and they are short staffed, so that is likely the error of them missing no zoning permit. I sent the info to Gregg. I later followed up with the Stuarts and they did not realize a zoning permit is needed for each building. He has been sending me the information per the Planning Commission approval conditions. I believe I now have all the items and we can issue a zoning permit to complete the process.

Public Hearing

**VILLAGE OF LAKE ODESSA
PUBLIC HEARING NOTICE**

A public hearing held on December 16, 2024 was recessed and will be reconvened on Wednesday, January 22, 2025 at the regular meeting of the Lake Odessa Village Council at 7:00 pm EST at the Page Memorial Building (839 Fourth Avenue, Lake Odessa, Michigan 48849) for the purpose of considering the adoption of the following proposed resolution:

**Lake Odessa Village Council
Ionia County, Michigan**

RESOLUTION NO. 2024-56

**A RESOLUTION ACKNOWLEDGING RECEIPT OF AN APPLICATION FOR THE
VACATION OF SHERMAN STREET IN THE VILLAGE OF LAKE ODESSA AND
SETTING A PUBLIC HEARING TO HEAR OBJECTIONS TO THE RESOLUTION TO
VACATE THIS PORTION OF SHERMAN STREET**

WHEREAS, Section 28-4 of the Village's Code of Ordinances provides, in part, that applications for the vacation of any street or alley in the village shall be filed in writing with the Village Clerk who shall present such applications to the council; and

WHEREAS, the Village Clerk received an application requesting the vacation of Sherman Street lying north of the of the north right-of-way line of Tupper Lake Street and extending to the south line of the railroad right-of-way, and more particularly described as follows:

All that portion of Sherman Street, according to the plat of Johnson's Addition to the Village of Bonanza, lying east of the properties described as 1) VILLAGE OF LAKE ODESSA JOHNSONS ADD TO VILLAGE OF BONANZA LOTS 110 AND 111 ODESSA TWP, IONIA COUNTY, MICHIGAN and 2) JOHNSONS ADD TO VILLAGE OF BONANZA LOT 109. ALSO COM NE COR OF LOT 110 OF JOHNSONS ADD TO VILLAGE OF ODESSA TH N 33FT TH W 132FT, TH S 33FT, NW COR OF LOT 111 OF SD ADD, TH E ALNG N LI OF LOTS 110 AND 111 TO P.O.B. ODESSA TWP, IONIA COUNTY, MICHIGAN and all that portion of Sherman Street, according to the plat of Johnson's Addition to the Village of Bonanza lying north and west of a property described as VILLAGE OF LAKE ODESSA JOHNSON S ADD TO VILLAGE OF BONANZA W 66FT OF LOT 105 ODESSA TWP, IONIA COUNTY, MICHIGAN; and

WHEREAS, the portion of Sherman Street described above is not maintained by the Village and does not serve a public purpose; and

WHEREAS, the Council has determined that the public interest is best served by vacating the street, allowing it to revert to ownership by abutting property owners, subject to the Village of Lake Odessa and the Lakewood Wastewater Authority retaining permanent utility easements over the parcel described above, which easements are described as strips of land sixteen feet wide lying north of the north right-of-way line of Tupper Lake Street the centerline of which easements lie above the water main and sanitary sewer line respectively located on the above described parcel; and

WHEREAS, per Sections 67.13 and 67.14 of the General Law Village Act, 1895 PA 3, should the Village Council wish to vacate, abandon, discontinue, and/or abolish this requested area, it shall by resolution declare its intent and appoint a time not less than four weeks after the date of the resolution, when it shall meet and hear objections to the resolution.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Village Council has received an application for the vacation of an unmaintained right-of-way and the application has been provided to Council, per section 28-4 of the Village Code of Ordinances, which right-of-way is that portion of Sherman Street lying north of the of the north right-of-way line of Tupper Lake Street and extending to the south line of the railroad right-of-way, and more particularly described as follows:

All that portion of Sherman Street, according to the plat of Johnson's Addition to the Village of Bonanza, lying east of the properties described as 1) VILLAGE OF LAKE ODESSA JOHNSONS ADD TO VILLAGE OF BONANZA LOTS 110 AND 111 ODESSA TWP, IONIA COUNTY, MICHIGAN and 2) JOHNSONS ADD TO VILLAGE OF BONANZA LOT 109. ALSO COM NE COR OF LOT 110 OF JOHNSONS ADD TO VILLAGE OF ODESSA TH N 33FT TH W 132FT, TH S 33FT, NW COR OF LOT 111 OF SD ADD, TH E ALNG N LI OF LOTS 110 AND 111 TO P.O.B. ODESSA TWP, IONIA COUNTY, MICHIGAN and all that portion of Sherman Street, according to the plat of Johnson's Addition to the Village of Bonanza lying north and west of a property described as VILLAGE OF LAKE ODESSA JOHNSON S ADD TO VILLAGE OF BONANZA W 66FT OF LOT 105 ODESSA TWP, IONIA COUNTY, MICHIGAN; and

2. Said application meets the requirements of Section 28-4 of the Village's Code of Ordinances.

3. The Village council considers it advisable to vacate the right-of-way described above subject to the Village of Lake Odessa and the Lakewood Wastewater Authority retaining permanent utility easements over the parcel described above, which easements are described as strips of land sixteen feet wide lying north of the north right-of-way line of Tupper Lake Street the centerline of which easements lie above the water main and sanitary sewer line respectively located on the above described parcel, and directs the Village Clerk to provide notice of a public hearing to hear objections to this resolution, said public hearing to be on December 16, 2024 at 7:00 p.m.

4. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

This reconvened public hearing is to review and hear objections to the proposed vacation, abandonment, discontinuance, and/or abolishment of the aforementioned rights-of-way.

Public comments, either oral or written, are welcome at the reconvened Public Hearing scheduled for January 22, 2025 at 7:00 pm EST. Written comments may be sent to the Village Manager, Village of Lake Odessa, 839 Fourth Avenue, Lake Odessa, MI 48849 or emailed to: manager@lakeodessa.org, prior to the public hearing.

Meetings of the Lake Odessa Village Council are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, political affiliation, sexual orientation, gender identity or disability. Persons with disabilities needing accommodations for effective participation in the meeting should contact the village office at (616) 374-7110, at least 48 hours in advance of the meeting to request mobility, visual, hearing, or other assistance

Village of Lake Odessa
Kathy Forman Village Clerk/Treasurer

New Business

Lake Odessa Village Council
Ionia County, Michigan

Trustee _____, supported by Trustee _____, moved to adopt the following resolution:

RESOLUTION NO. 2025-01

**A RESOLUTION APPROVING THE VACATION OF SHERMAN STREET
IN THE VILLAGE OF LAKE ODESSA**

WHEREAS, Section 28-4 of the Village's Code of Ordinances provides, in part, that applications for the vacation of any street or alley in the village shall be filed in writing with the Village Clerk who shall present such applications to the council; and

WHEREAS, the Village Clerk received an application requesting the vacation of Sherman Street lying north of the of the north right-of-way line of Tupper Lake Street and extending to the south line of the railroad right-of-way, and more particularly described as follows:

All that portion of Sherman Street, according to the plat of Johnson's Addition to the Village of Bonanza, lying east of the properties described as 1) VILLAGE OF LAKE ODESSA JOHNSONS ADD TO VILLAGE OF BONANZA LOTS 110 AND 111 ODESSA TWP, IONIA COUNTY, MICHIGAN and 2) JOHNSONS ADD TO VILLAGE OF BONANZA LOT 109. ALSO COM NE COR OF LOT 110 OF JOHNSONS ADD TO VILLAGE OF ODESSA TH N 33FT TH W 132FT, TH S 33FT, NW COR OF LOT 111 OF SD ADD, TH E ALNG N LI OF LOTS 110 AND 111 TO P.O.B. ODESSA TWP, IONIA COUNTY, MICHIGAN and all that portion of Sherman Street, according to the plat of Johnson's Addition to the Village of Bonanza lying north and west of a property described as VILLAGE OF LAKE ODESSA JOHNSON S ADD TO VILLAGE OF BONANZA W 66FT OF LOT 105 ODESSA TWP, IONIA COUNTY, MICHIGAN; and

WHEREAS, the portion of Sherman Street described above is not maintained by the Village and does not serve a public purpose; and

WHEREAS, the Council has determined that the public interest is best served by vacating the street, allowing it to revert to ownership by abutting property owners, subject to the Village of Lake Odessa and the Lakewood Wastewater Authority retaining permanent utility easements over the parcel described above, which easements are described as strips of land thirty feet wide lying north of the north right-of-way line of Tupper Lake Street the centerline of which easements lie above the water main and sanitary sewer line respectively located on the above described parcel; and

WHEREAS, pursuant to Sections 67.13 and 67.14 of the General Law Village Act, 1895 PA 3, should the Village Council wish to vacate, abandon, discontinue, and/or abolish this requested

area, a resolution was adopted declaring its intent and a hearing was held on December 16, 2024 and recessed until January 22, 2025, when it met and heard objections to the resolution.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Village Council has received an application for the vacation of an unmaintained right-of-way and the application has been provided to Council, per section 28-4 of the Village Code of Ordinances, which right-of-way is that portion of Sherman Street lying north of the of the north right-of-way line of Tupper Lake Street and extending to the south line of the railroad right-of-way, and more particularly described as follows:

All that portion of Sherman Street, according to the plat of Johnson's Addition to the Village of Bonanza, lying east of the properties described as 1) VILLAGE OF LAKE ODESSA JOHNSONS ADD TO VILLAGE OF BONANZA LOTS 110 AND 111 ODESSA TWP, IONIA COUNTY, MICHIGAN and 2) JOHNSONS ADD TO VILLAGE OF BONANZA LOT 109. ALSO COM NE COR OF LOT 110 OF JOHNSONS ADD TO VILLAGE OF ODESSA TH N 33FT TH W 132FT, TH S 33FT, NW COR OF LOT 111 OF SD ADD, TH E ALNG N LI OF LOTS 110 AND 111 TO P.O.B. ODESSA TWP, IONIA COUNTY, MICHIGAN and all that portion of Sherman Street, according to the plat of Johnson's Addition to the Village of Bonanza lying north and west of a property described as VILLAGE OF LAKE ODESSA JOHNSON S ADD TO VILLAGE OF BONANZA W 66FT OF LOT 105 ODESSA TWP, IONIA COUNTY, MICHIGAN; and ; and

2. Said application met the requirements of Section 28-4 of the Village's Code of Ordinances.

3. The Village Council considers it advisable to vacate the right-of-way described above subject to the Village of Lake Odessa and the Lakewood Wastewater Authority retaining permanent utility easements over the parcel described above, which easements are described as strips of land thirty feet wide lying north of the north right-of-way line of Tupper Lake Street, the centerline of which easements lie above the water main and sanitary sewer line respectively located on the above described parcel, and hereby vacates the right-of-way as described subject to the retention of permanent utility easements.

4. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED _____.

Dated: January 22, 2025

Kathy Forman, Village Clerk

Lake Odessa Village Council
Ionia County, Michigan

Trustee _____, supported by Trustee _____, made a motion to adopt the following resolution:

RESOLUTION NO. 2025-02

**APPROVING THE SETTING OF A PUBLIC HEARING FOR THE ADOPTION OF
THE FY 2025-2026 VILLAGE OF LAKE ODESSA BUDGET AND MILLAGE RATES**

WHEREAS, the fiscal year for the Village of Lake Odessa begins on March 1st; and

WHEREAS, the Village of Lake Odessa has traditionally adopted the budget and millage rates for the upcoming fiscal year at their regularly scheduled meeting in February; and

WHEREAS, Michigan Public Act 43 of 1963 requires that a public hearing be held on the proposed budget, and that notice of said public hearing be posted and published in a newspaper of general circulation in the Village at least 6 days prior to said public hearing.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Village Council approves the setting of a public hearing on the FY 2025-2026 Village budget and FY 2025-2026 Village millage rates on Monday, February 17, 2025 at 7:00 pm at the Page Memorial Building, 839 Fourth Avenue, Lake Odessa, Michigan 48849.
2. The Village Council authorizes and directs the Village Clerk to publish a notice of public hearing on the proposed budget at least six days prior to the hearing.
2. All resolutions and parts of resolutions, insofar as they conflict with the provisions of this resolution, are rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED _____.

Dated: January 22, 2025

Kathy Forman, Village Clerk/Treasurer

Lake Odessa Village Council
Ionia County, Michigan

Trustee _____, supported by Trustee _____, moved to adopt the following resolution:

RESOLUTION NO. 2025-03

ACCEPTING PROPOSAL FROM WIGHTMAN & ASSOCIATES FOR SURVEY AND ENGINEERING STREETS FOR THIRD AVENUE STREET IMPROVEMENTS

WHEREAS, during its regular meeting on December 16, 2024, the Village Council accepted a proposal from Wightman and Associates for survey and engineering services for improvements to Johnson Street, Emerson Street, Lincoln Avenue, Second Avenue, and Third Avenue for a cost of \$168,400; and

WHEREAS, the Village’s Director of Public Works determined that it would be advantageous to consider expanding the scope of the proposed project to include work on a short section of Third Avenue south of Fourth Street not included in the original scope of work and solicited a proposal from Wightman & Associates for survey and engineering services for these improvements; and

WHEREAS, Wightman & Associates have proposed to complete survey and design work for these improvements for an additional fee of \$13,500; and

WHEREAS, completing this survey and design work is an essential component of the workplan for upgrading streets; and

WHEREAS, the cost of engineering services, even for projects for which grant funds are obtained, is the responsibility of the Village and sufficient funds are available in the Village’s street funds to pay the costs of this work;

NOW, THEREFORE, BE IT RESOLVED that the proposal submitted by Wightman & Associates for survey and engineering services improvements to Third Avenue south of Fourth Street is hereby accepted and Public Works Director Jesse Trout is hereby authorized to approve and accept the proposal on behalf of the Village.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: January 22, 2025

Kathy Forman, Village Clerk



January 15, 2025

Village of Lake Odessa
839 Fourth Avenue
Lake Odessa, M 48849

Attention: Jesse Trout, Department of Public Works Supervisor

**RE: PROPOSAL FOR PROFESSIONAL SURVEY AND ENGINEERING SERVICES
LOCAL STREET IMPROVEMENTS PROJECT – 3RD AVENUE ADDITIONAL SERVICES**

Dear Mr. Trout:

Wightman is a full-service consulting firm that exists to serve people and the communities we live in. Our dynamic team of over 200+ professionals works to analyze, advise, design, and deliver successful projects in partnership with governments, business, and institutions in our communities. Our unique approach is to offer comprehensive multi-disciplinary services, industry expertise, accurate scope of work, and a passion for listening. Becoming trusted advisors and true partners guides our actions.

Services offered include Architecture, Civil Engineering, and Surveying. Additional specialty services offered include Planning, GIS, Landscape Architecture, Interior Design, and Reality Capture. Our firm is located in Allegan, Benton Harbor, Hastings, Kalamazoo, Royal Oak, and Southgate, Michigan as well as Fort Wayne, Plymouth, Portage, and South Bend, Indiana.

Section I – Project Goals

Based on your January 9th email, the Village is considering improving 3rd Avenue south of 4th St (to the cul-de-sac) and adding it the existing local streets project.

We understand the goals for this project are:

- Reconstruct 3rd Avenue from 4th Street south to the cul-de-sac. This project is approximately 340' long and includes the same scope as the other local streets except for the storm sewer installation.
- Combine this project with the other local streets project to save on engineering and construction costs.
- Have shelf ready plans that can be locally bid for 2026 construction (or later).

Section II – Scope of Services

We Propose the following scope of services to meet the stated project goals:

- **Survey and Design Engineering**

- Topographic Survey

- A topographic survey of project locations extending 10 feet outside of right-of-way on each side of the roadway including:

- Accurately determine right of way line locations
 - Research parcel owner information
 - Plot all parcel lines in the scope of the project using tax and deed information
 - A title search is not included in this proposal
 - Elevations based on NAVD88
 - Show 1' contours over the scope area of the parcel

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- Obtain cross sections to be taken every 50' along the length of the project.
- Locate all features such as buildings, fences, streets, parking lots, retaining walls, etc.
- Locate all visible surface utilities. (i.e. Storm, Sanitary, Water, Electric, etc.)
- Indicate invert information on all storm and sanitary structures
- Indicate topography on the site and to centerline of adjacent streets
- At road intersections, topographic information extending 50' beyond the spring points
- Establish permanent benchmarks throughout site based on noted NAVD88 datum
- Establish horizontal control throughout site based on the Michigan State Plane Coordinate System
- Design Engineering
 - Complete programming and grant administration requirements for Category B direct grant funding if awarded to the Village
 - Review the existing geometry of the roadway and revise the road alignment and profile as needed (intersections, etc)
 - Request existing utility information to include on the plans
 - Complete pavement borings approximately 500' apart to a depth of 5 feet to gather existing pavement thickness and soil conditions. One boring on each street will be extended to a depth of 10' for watermain design.
 - Prepare Preliminary Plans (80%) for Village review
 - The plan set will consist of: Title sheet, Notes and Typicals, Removals Sheet, Plan and Profile Sheets including watermain work, Maintenance of Traffic Plan, Grading Detail sheets for sidewalk and ramps, pavement marking plan, SESC plan, and cross sections if requested.
 - Develop project specifications for the work including maintenance of traffic, progress clause, and water main/service work
 - Design and submit plans and application to EGLE for required watermain permitting. We assume the village can supply necessary water flow and pressure information and modeling will not be necessary
 - Prepare a preliminary cost estimate, including detailed quantities, using MDOT standard pay items and MERL software
 - Meet with the Village to review Preliminary Plans and Engineers Estimate
 - Send plans to utilities to identify conflicts
 - Obtain a Soil Erosion and Sedimentation Control permit from the Ionia County Drain Commissioner
 - Revise and finalize plans, specifications, and estimate per the Village's review comments
- Bidding
 - Prepare the contract documents for bidding, include a contract/spec book and advertisement for bid
 - Advertise the project for bidding, including posting the documents on our Bidding Website and sending the Ad for Bid directly to appropriate contractors via email
 - Assist with bidder inquiries during the bidding process
 - Issue addenda as necessary (one assumed) during bidding
 - Coordinating and attending the bid opening with the Village
 - Tabulating and reviewing bids
 - Providing a formal recommendation for award to the Village

Again, we have assumed no sanitary sewer work is included except for adjusting casting as necessary. We assume right-of-way acquisition is not necessary or included in these services. If it is necessary to replace water services up to the house, we anticipate access agreements will be secured by the Village.

Should the Village desire to expand the scope of the project (sanitary sewer, right-of-way acquisition, additional streets, etc.) we can provide additional information and cost estimates for this work and present it for consideration separate from this proposal.

Section III - Fees

We propose to complete the above Scope of Services for a lump sum fee which includes reimbursables:

Survey and Design Engineering – 3rd Avenue from 4th Street south to cul-de-sac **\$13,500**

Our fees assume this segment on 3rd Avenue will be designed concurrently as one project plan set and bid package with the other local streets. A Construction Administration proposal and fee can be prepared and submitted to the Village once the project bidding is complete and we receive the contractor's planned schedule.

We assume all expenses related to permit application fees or publication fees will be paid directly by the Village. If timing becomes an issue for payment, we can pay for those items and be reimbursed by the Village in accordance with our terms and conditions.

Section IV – Deliverables

- Preliminary and Final Engineers Estimate
- Engineered Plans for Construction
- Plans and application for EGLE permitting of the water main
- Specifications for Construction, including Bid Documents

Section V – Schedule

Concurrent with existing local streets schedule.

Section VI – Terms and Conditions

Our standard terms and conditions are attached.

We are excited by the opportunity to partner with you on this project. If our proposal is acceptable to you, please sign below to authorize us to begin work and return a copy to our office.

Jesse Trout, Department of Public Works Supervisor

1/15/2025

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If you have any questions, please feel free to contact me.

Respectfully,



Jason Edwards, Project Manager
jasonedwards@gowightman.com
616-430-7156



Mark McRobie, Client Representative
mmcrobie@gowightman.com
724-575-0294

Enclosure

This proposal is approved and accepted by:

By: _____
Signature

Date: _____

By: _____
Printed Name

Title: _____

Client/Company Name and Address (Billing)

Lake Odessa Village Council
Ionia County, Michigan

Trustee _____, supported by Trustee _____, moved to adopt the following resolution:

RESOLUTION NO. 2025-04

**ACCEPTING PROPOSAL FROM H2O COMPLIANCE SERVICES
FOR CROSS CONNECTION CONTROL SERVICES**

WHEREAS, safeguarding the Village’s water system requires a regular program of inspections to identify and eliminate cross connections that could introduce contaminants from commercial and industrial properties into water mains; and

WHEREAS, Village administrators determined that this essential function could be performed most cost effectively by subcontracting the service and, since at least 2015, has used H2O Compliance Services for this work and has been very satisfied with the company’s services; and

WHEREAS, H2O Compliance Services has submitted a proposal for performing this work at a cost of \$3000 annually for the first three years of the contract with an increase to \$3270 annually for two additional years; and

WHEREAS, the Director of Public Works believes that it is in the Village’s interest to enter into the contract with H2O Compliance Services for the entire five-year period of time;

NOW, THEREFORE, BE IT RESOLVED that the proposal submitted by H2O Compliance Services for the cross connection control services program is hereby accepted and Public Works Director Jesse Trout is hereby authorized to approve and accept the proposal on behalf of the Village.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: January 22, 2025

Kathy Forman, Village Clerk

Cross Connection Control Program

Complete Program

Proposal

Prepared for:

Village of Lake Odessa

January 14, 2025

Prepared by:

H2O Compliance Services, Inc.
PO Box 338
Owosso, MI 48867
1-866-328-7727
h2ocompliance@gmail.com



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1. Identification

H2O Compliance Services, Inc.
1450 E. South St.
P.O. Box 338
Owosso, MI 48867

Michael Brown – Owner/CEO
Phone: 989.729.7527
Fax: 989.723.5125
Email: mbrown@h2ocsi.com

Parker Brown – Municipal Director
Phone: 989.729.7527
Fax: 989.723.5125
Email: pbrown@h2ocsi.com

2. Qualifications

2.1. Background

Thank you for the invitation to present our proposal to you. H2O Compliance Services is proud to have the opportunity to discuss our capabilities with you and how our services will meet your needs.

Founded in 2001 and headquartered in Owosso Michigan, H2O Compliance Services is recognized in the water industry for the quality of services and our customer service. Our primary focus is assisting communities with protection of their potable water distribution system through our Cross Connection Control (CCC) Program Management. Our staff has over 50 years combined experience with CCC program development/management and the cross connection industry. We utilize XC2® Software water management program as the engine for managing CCC program data and notifications. Our aim is to provide a complete CCC program management service which enables our clients to concentrate on their mainstream activities.

Our Mission is to provide superior services and responsive, friendly and attentive support to our customers so that they may be most effective in their work to provide clean safe drinking water and related services to the public.

2.2. Related Project Experience and Familiarity with Local Standards and Requirements

H2O Compliance Services works closely with the Michigan Department of Environment, Great Lakes, and Energy to ensure our program management complies with State requirements.

H2O Compliance Services is currently providing complete cross connection control (CCC) program management and services to the municipalities listed below:

City of Greenville

Tom Pollock – Director of Public Works
(616) 835-1210

City of St. Johns

Justin Smith Water Supervisor
(517) 749-8793

Village of Fowlerville

Kathy Rajala – Village Clerk
(517) 223-3771

City of Owosso

David Haut – Water Operator
(989) 725-0599

Charter Township of Allendale

Jon Currier – Operator
(616) 895-5142

2.3. Project Team

Michael Brown – Owner/Master Plumber

Mr. Brown has been in the plumbing industry since 1976 and a business owner since 1981. As the owner of H2O Compliance Services, Mr. Brown is responsible for business development and overseeing day to day operations. He has worked extensively with Ford, Chrysler, GM, Michigan Dairy and numerous municipalities within the State of Michigan. Not only responsible for daily operations, Mr. Brown is entrenched in the day to day field services and has gained a thorough understanding of the intimate details of how to work with and develop long term relationships with our customers, backflow testers and your water customers.

Credentials:

- **Licensed Master Plumber since 1982**
- **Licensed Plumbing Contractor**
- **American Society of Sanitary Engineering (ASSE) Series 5000 Certified Tester-28306**
- **American Society of Sanitary Engineering (ASSE) Testing Proctor**
- **Michigan Plumbing & Mechanical Contractors Association and Michigan Board of Plumbing**
 - o *Certified Backflow Tester 1992*
- **University of Southern California Foundation for Cross-Connection Control and Hydraulic Research**
 - o *Cross Connection Control Program Specialist 2004*
- **University of Florida – TREEO Center**
 - o *Introduction to Backflow Prevention 2007*
 - o *Cross Connection Control: Survey and Inspection 2007*
 - o *Cross Connection Control: Ordinance and Organization 2007*
 - o *Cross Connection Control Program Manager 2007*
 - o *Backflow Prevention Tester Training and Certification 2007*

Parker Brown – Municipal Director/Field Inspector

Mr. Brown has spent the past thirteen years as one of H2O Compliance Services lead inspectors. Mr. Brown is responsible for performing technical and program administration work in support of the Municipal Department. He coordinates and performs on-site inspections at individual water customers to evaluate each water connection for cross connection hazards. He also assists with developing educational and training material and assists with developing training sessions.

Credentials:

- **University of Florida – TREEO Center**
 - o *Cross Connection Control: Survey and Inspection 2014*
 - o *Cross Connection Control: Ordinance and Organization 2014*
 - o *Cross Connection Control Program Manager 2014*
- **American Society of Sanitary Engineering (ASSE) Series 5000 Certified Tester-31406**
- **State of Michigan Licensed Journeyman Plumber - 8226060**
- **Michigan State University**
 - o Bachelor’s Degree in Education – 2010

3. Scope of Services:

1. Provide complete cross connection control inspections and data management including:
 - A. Perform a Utility Cross Connection Control Program review. Items for review include the following:
 - Review State and local regulations.
 - Review and recommend any required changes in the Cross Connection Ordinance. H2O Compliance Services will assist in the writing of this.
 - Review working and timelines for program, notices (Inspection Notice, Compliance Notice, Non-Compliance Notices 1-2, Penalty Notices).
 - Special Program Notices.
 - Prioritize inspections.
 - Review procedures and protocol for addressing specific hazards.
 - Review program reporting procedures.
 - Review educational and public awareness brochures.
 - Obtain updated facility listing and address information.
 - Establish facility inspection schedule.
 - Review high hazard and large industrial facility inspection/containment procedures.
 - B. Complete inspection (initial inspections, re-inspections, compliance inspections) of up to twenty-five (25) commercial, industrial, institutional facilities and miscellaneous water customers per year within the Village of Lake Odessa using the containment and isolation review approach as supported by the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE). Unless otherwise specified, all inspections will be of the entire potable water system. Inspectors will survey all exposed piping and/or use the point-of-



use inventory method of inspection. There are an estimated one hundred thirty-two (132) total commercial/industrial accounts in the Village. Seven (7) accounts are high hazard. New inspections shall include first time inspections of new accounts not previously included in the cross connection program. Re-inspections shall include the annual inspection of high hazard accounts annually, and the periodic (every two to five years) inspection of low hazard accounts. Compliance inspections shall consist of inspections at accounts of corrective actions completed to confirm correction of previously noticed non-compliance conditions.

- Completing the required number of inspections is contingent upon receipt of water customer information pertinent to this proposal.
- C. Complete inspection (initial inspections, re-inspections, compliance inspections) of up to seventy-five (75) water customers over a 3 year period.
 - D. Determine the inspection schedules, obtain Village approval of the schedules, and coordinate the schedules.
 - E. Coordinate and notify customers of testing requirements and inspections and/or re-inspections in writing.
 - F. Provide up to six (6) ASSE approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers per facility as required, in order to place the facility into immediate compliance at the time of inspection, incidental to the inspection fees.
 - G. All testable and non-testable backflow prevention devices, program requirements and relevant code violations will be documented during the on-site inspections.
 - H. All existing backflow prevention devices, (i.e. testable and non-testable) must be inspected, inventoried and documented. Records shall be maintained of the account owner's device test results. All testable devices are required to be tested at a frequency determined by the Village.
 - I. Generate all program notifications for users failing initial inspections and/or re-inspections informing them of installation requirements and/or testing requirements.
 - J. Perform compliance inspections for each non-compliant location upon notification of completion of compliance requirements. All compliance inspections will be scheduled and completed as required.
 - K. Provide full-time phone support for customer questions staffed by a trained individual. The Contractor's phone will be staffed during normal business hours Monday through Friday. After hour calls shall be answered by a professionally staffed answering service.
 - L. Contractor will provide detailed phone logs for all incoming calls. Date in and response dates are to be included.



- M. Coordinate, manage and track the testing of all testable backflow prevention assemblies in accordance with EGLE requirements. Services to include testing notification, requirements, receipt of executed test report, and maintenance of all testing data. All testing results will be maintained for a period of seven (7) years.
- N. Submit comprehensive management reports to the Village of Lake Odessa. Status reports include the number of inspections completed, notices sent, tests overdue, inspections overdue, a listing of inspections and re-inspections scheduled for the upcoming period, upcoming notifications, a list of facilities in, or not in, compliance.
- O. Provide comprehensive reports for each calendar year of the Contract and obtain any required approval of the annual report from the EGLE.
- P. Provide comprehensive annual reports that include a program summary, copy of the annual EGLE report, a detailed listing of all inspection locations, and individual listing of those facilities in, or not in compliance, inspections completed, sites never inspected, and notifications sent.
- Q. Provide progress review meetings with the Village's designated representative to discuss program status and specific recommendations as requested. The Village may revise the Contractor's proposed work plan to concentrate on new and/or higher priority and non-compliant cross connection locations, provided that the total number of annual inspections shall not be changed except by mutual agreement, or contract amendment.
- R. The inspector will check-in/out with the Village of Lake Odessa's contact person on a daily basis or as requested during the inspection period. The check in will include a list of inspections scheduled for the day. The check-out will include a verbal summary and the number of inspections completed for the day.
- S. All expenses related to "time and travel" for completion of job scope are to be included in unit prices for inspections.
- T. Contractor will help to coordinate and participate in a Public Information Meeting and Tester Meeting to explain the Village of Lake Odessa's Cross-Connection Control Program, if required.
- U. The contractor shall not be required to enter confined spaces.
- V. In the event that the Village of Lake Odessa requests and the Contractor consents to perform additional services, inspections or other changes in the scope of services involving consulting, management, operation, maintenance, and repair of the utility delivery system or private water service or cross connection device, both shall agree on the terms and compensation prior to performing such extra work



2. Provide any required revisions to the existing Cross Connection Control Plan specific to the Village of Lake Odessa as required by the EGLE. The Plan must include code adaptation, references, program intent, standard operational procedures (including daily, monthly and annually), backflow prevention devices including detailed installation schematics, piping identification and preference standards.

The plan must include a detailed re-inspection schedule for all facilities. The frequency for re-inspection of each facility will be influenced by the degree of hazard existing within the facility. The re-inspection frequency of each facility will be based on a 1 to 5 year time period. Contractor must work with Village of Lake Odessa and the EGLE to get plan approved. Contractor must submit plan to EGLE for approval.

3. The contractor will use a cross connection control software package for program management.

The software package will be able to produce at a minimum the following reports and notices:

- A. Standard notices and reports to include, inspection, re-inspection, testing, non-compliance and compliance notices.
 - B. Produce management reports for notices, inventory of devices, device tests, inspection schedules, device test schedules, overdue inspections, and device test forms.
 - C. Schedule inspection and device testing notices from internal records, standard procedures, and timing as required by the EGLE approved Village of Lake Odessa's CCC Plan.
 - D. Track testable and non-testable devices and compliance requirements.
 - E. Generate the Annual EGLE Water Supply Cross Connection Control Report and supporting documents.
 - F. The Contractor will provide the entire data base for the cross connection program from program inception through the end of the calendar year in a mutually agreeable electronic format.
 - G. The Contractor will provide a written report on specific events or accounts upon request.
4. The Contractor will conduct an on-site annual year-end review meeting each year of the Contract to discuss the overall program status and specific program recommendations.
 5. The Contractor agrees to and shall hold the Village of Lake Odessa, its elected and appointed officials, and employees harmless from any liability for claims and damages for personal injury or property damage which is caused by or arises from the sole negligence of the Contractor in the performance of its services under this agreement. The Village of Lake Odessa agrees to and shall hold the Contractor, its officers and employees harmless from any liability for claims and damages for personal injury or property damage which is caused by or arises from the sole negligence of the Village of Lake Odessa in the performance of its services under this agreement. In the event that both are the found by a fact finder to be negligent and the negligence of both are the proximate cause of such claim for damage, then in such event each party shall be responsible for the portion of the liability equal to its comparative share of the total negligence. The Contractor's liability to the Village of Lake Odessa for any loss, damage, claim, or expense of any kind or nature caused directly or indirectly by the performance or non-performance of obligations pursuant to this scope of services, and mutually agreed changes in the scope of services, shall be limited to general money damages in an amount not to exceed or within the limits of the insurance coverage provided herein. The Contractor shall

in no event be liable for indirect or consequential damages, including but not limited to, loss of revenue, or loss of facilities, based upon the approved scope of services, negligence, or any other cause of action. Nothing in this scope of services or resulting contract shall limit the decisions or damages of a competent court of jurisdiction.

6. The Contractor's relationship to the Village of Lake Odessa shall be that of an independent contractor and not one of an employee. For the purposes of all federal, state and local laws and regulations, the Village of Lake Odessa shall exercise primary management, operational and financial decision making authority.

4. XC2® Backflow Prevention Management Software

The foundation behind the scenes for managing your data is XC2. XC2 was founded in 1989 and is considered a leading company serving water and wastewater utilities with industry specific applications. Software capabilities include but not limited to:

- Backflow assembly inventory
 - Assembly information: type, size, manufacturer, model, serial number
 - Record location, hazard type and level
 - Test history: last test date and tester, next test date
- Automatic reminders
 - Inspections due, follow-up notices, tests due, tester certification, failed/pass assembly tests, requirements due
- Compliance reporting
 - One-click reporting for EGLE Water Supply Cross Connection Report
 - Summary reports or detail of all activity in a date range
 - Summary reports of on-site inspection reports
 - User-definable reports allow creating whatever reports are necessary
- Send notices automatically
 - Import City logo/letterhead
 - Test due notices and follow-up notices
 - Pre-printed test report forms
 - Certified tester list
- Track test results history
 - Complete test results or pass/fail only
 - Next test dates are automatically calculated
 - Maintain unlimited history of test records
- Cross connection surveys and inspections
 - Record and track surveys and inspections
 - Schedule and record inspection dates and compliance status
 - Non-compliance notices and follow-up notices

5. Project Approach

5.1. Understanding of the Requested Services

We have designed our proposal to be responsive to what we know of your needs.



1. Conduct a program start-up meeting to establish, review and/or update current program procedures.
2. Review/update written CCC plan and Ordinance as required by EGLE.
3. Conduct up to twenty-five (25) inspections (initial inspections and/or re-inspection) annually for a term of three (3) years totaling seventy-five (75) inspections. Options to extend the contract for an additional two (2) years are included. Inspections include industrial facilities, institutional facilities and miscellaneous water customers serviced by the Village of Lake Odessa. Inspections will be conducted using the isolation/containment approach as supported by the EGLE.
4. Manage all program data using the XC2 software® water management program:
 - Generate and mail all associated program notices e.g. inspection, non-compliance and backflow assembly testing notices.
5. Provide quarterly status reports to include; Inspections completed, Compliance Status, Inspection Notices Sent, Testing Notices Sent and Number of backflow assemblies tested.
6. Program Status Meeting(s) – Conduct a yearly meeting at the contract anniversary date or as necessary to review program progress.
7. Provide up to six (6) A.S.S.E. #1011 approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers per facility in order to achieve compliance.
8. EGLE Water Supply Cross Connection report – Generate and meet with you to review the required annual report.
9. Provide water customer service and support, education and awareness information via brochures upon request, phone, fax or email.
10. Provide detailed phone logs for all incoming calls.
11. Assist with coordinating and participate in a Public Information Meeting and Tester Meeting to explain the Cross-Connection Control Program, if required.

5.2. Contractors Summary

Our cross connection control program services, based on years of successful / practical experience ensures that your program will be managed the way I would personally expect:

- Our primary focus is to assure we provide the highest level of professional yet personal attentive service to you and your water customers.
- Consistent interpretation of codes and guidelines.
- Familiarity with all codes and regulations will assure a smooth transition, including documentation and data.
- We have designed our proposal assuming that we would start work immediately.
- We always look at more than one way to have a water customer achieve compliance keeping cost in mind, but not compromising the integrity of the program.
- Data is backed-up daily on-site and weekly data back-up is maintained at an off-site location.
- It is agreed that this contract can be terminated by either party without cause of any kind upon thirty (30) day written notice by Certified Mail – Return Receipt Requested.

5.3. Quality Control

The quality control program for our services is headed up by Parker Brown, Municipal Director of H2O Compliance Services. His responsibility is continuously reviewing our operating procedures, in-field inspection review and behind the scene documentation e.g. inspection field forms and subsequent follow-up notifications. In addition the XC2 data management software has several built in checks and balances, to assure the most accurate information is being processed.

6. Cross Connection Control Program Fee

Perform up to seventy-five (75) inspections over a three (3) year period. Beginning January 1, 2025, and ending December 31, 2027.

Year 1: 01-01-2025 – 12-31-2025 Program implementation / administration	\$3,000.00
Year 2: 01-01-2026 - 12-31-2026 Program administration	\$3,000.00
Year 3: 01-01-2027 - 12-31-2027 Program administration	\$3,000.00
Total Program Cost	\$9,000.00

We will bill in monthly increments of \$250.00

Optional

**To exercise year 4 & 5 you must do so within 30 days of the completion of the original contract date. This can be done via email or letter.*

Year 4: 01-01-2028 - 12-31-2028 Program administration	\$3,270.00
Year 5: 01-01-2029 - 12-31-2029 Program administration	\$3,270.00

7. Authority to Execute

The parties agree that the signatures appearing below have the authority and are duly authorized to execute this Agreement on behalf of the party to the Agreement.

Village of Lake Odessa

By: _____ Title: _____
Accepted Name

Accepted Signature *Date*

H2O Compliance Services

1450 E. South St.
Owosso, MI

Ph: 866.328.7727
Fax: 989.723.5125
Email: h2ocompliance@gmail.com

By: Parker Brown 01/14/2025
Parker Brown, Municipal Director *Date*