



PROPOSED AGENDA
REGULAR MEETING OF THE LAKE ODESSA VILLAGE COUNCIL
MONDAY, DECEMBER 16, 2024 - 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. Filling Council Vacancy

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

- a) Minutes from the special Village Council meeting of November 25, 2024
- b) Minutes from the special Village Council meeting of December 9, 2024
- c) Minutes from the special Village Council meeting of December 10, 2024

VIII. Expenditures:

- a) Approve bills equal to or less than \$3,000.00 each from 11/1/2024 to 11/30/2024.
- b) Approve bills in excess of \$3,000.00 each, including:
 - i. Gregg Guidance – Interim Village Manager – \$4,572.84 (Paid)
 - ii. Home Works Tri-County Electric Cooperative – Electricity – \$3,934.59 (Paid)
 - iii. Ionia County Drain Commissioner – Drain Special Assessments – \$7,013.84 (Paid)
 - iv. Trees ‘N’ Scapes, Inc. – Trees – \$4,260.00 (Paid)
 - v. Truist Governmental Finance – Interest for Gen. Hwy & Water Bonds – \$3,887.20 (Paid)

IX. 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 Planning Commission regular meeting of November 25, 2024
- b) Minutes from the Lake Odessa DDA regular meeting of November 19, 2024

X. Departmental Reports:

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

XI. Public Hearing:

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

XII. New Business:

- a) Proposed Resolution 2024-62: Approving the Vacation of Sherman Street in the Village of Lake Odessa
- b) Proposed Resolution 2024-63: Accepting Proposal from Wightman & Associates for Engineering and Design Services for the Municipal Beach Pavilion
- c) Proposed Resolution 2024-64: Accepting Proposal from Wightman & Associates for Survey and Engineering Streets for Street Improvement Projects
- d) 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
- e) Proposed Resolution 2024-66: Approving Retaining the Current Health Insurance Plan Offered Employees During Fiscal Year 2025-26
- f) Proposed Resolution 2024-67: Accepting Proposal of Rehmann for Preparation of Annual Audits for Fiscal Years Ending in 2025-2029
- g) Proposed Resolution 2024-68: Establish the Cost-Of-Living Wage Adjustment for Fiscal Year 2025-26
- h) Proposed Resolution 2024-69: Approving the Appointment List as Presented for Various Village Posts, Boards and Commissions
- i) Approval of the 2025 village of Lake Odessa Council Meeting Schedule

XIII. Miscellaneous Correspondence:

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

XIV. Trustee Comments

XV. Public Comment (See Above)

XVI. Adjournment

Filling Council Vacancy

Letter of Interest

Lake Odessa Village Council

12/05/2024

Dear Village Council members,

I am writing to express my interest in seeking an appointment to fill the open position on the Lake Odessa Village Council and contributing to the future of our community. As a village resident for the past 4 years, I am committed to its well-being and future growth. The following is a brief introduction of why I would be a good appointment for the council.

Relevant Professional Experience

With over 28 years of financial services experience, 15 years of various leadership roles, and 10 years of strategic planning expertise, I am committed to bringing professional, collaborative experience to the Lake Odessa Village Council.

I bring a unique blend of qualities to this role:

- Leadership and financial knowledge
- Empathy and compassion
- Unwavering integrity and ethical standards
- Fiscal responsibility and strategic foresight
- A level-headed approach to problem-solving

Relevant Community Service

- Current Lakewood area Lions club member
- Current Mannas Marke volunteer
- Previously served on the Dewitt Memorial Association board of directors

My Vision for Lake Odessa

As a first-time political candidate, I bring a fresh perspective and dedication to:

- **Improving Quality of Life:** My priority is to be a strong advocate for the residents of Lake Odessa, focusing on initiatives that directly benefit our community.

Key Priorities

- **Community Growth:** Tackle housing shortages by developing affordable housing options that meet the needs of our residents.
- **Strategic Leadership:** I aim to hire an experienced Village Manager and create a supportive working environment that drives progress and efficiency.
- **Economic Development:**
 - Promote and support local businesses
 - Attract new businesses to create local job opportunities
 - Address downtown parking challenges to support our business community

My Commitment

As a dependable and trustworthy candidate, I am dedicated to building effective working relationships with village employees and council colleagues.

I humbly ask for your support and the opportunity to serve Lake Odessa.

Sincerely,

Roy Halfmann - Candidate for Village Council
780 Washington Blvd
Lake Odessa, MI 48849

CHARLES JAQUAYS

1420 Rochester St. Lake Odessa, Mi. 48849
redjq@netscape.net 616-560-7535

Retired foreman, husband, father and grandfather who has been a dedicated citizen of the Village of Lake Odessa for the past 27 years as well as serving the community for 18 years on the Village Council; looking to serve and partner with fellow board members to better the community

FROM 2002-TO 2020

VILLAGE COUNCIL TRUSTEE, VILLAGE OF LAKE ODESSA

- Various Parks and Recreation Projects
- Lake Odessa Car Show – 14 years
- Volunteered for Art in the Park
- Participated in Arbor Day Tree Planting
- Budget Planning
- Future Project Planning
- Planning Road Improvement Projects
- Familiar with the General Operation of the Village

FROM 1972 – 2017

JOURNEYMAN MACHINE REPAIRMAN, MILLWRIGHT, MACHINIST

- Machine Shop Supervisor for 35 years

1969

DIPLOMA, GREENVILLE SR. HIGH SCHOOL

1974-1978

MACHINE REPAIR CERTIFICATE, GRAND RAPIDS JR. COLLEGE

Kathy Forman

From: rob young <djrob2005@hotmail.com>
Sent: Tuesday, December 10, 2024 11:21 AM
To: Kathy Forman
Subject: Village Council Trustee

Qualifications:

Served 4 years on the village council as a trustee, was a member of the Lake Odessa Arts Commission, former Vice President of the Lake Odessa Chamber of Commerce, was a volunteer firefighter for the Lake Odessa Fire Department, and have been involved with community events for the past 20 years.

Reason for wanting to serve on the board.

My previous time on the council and my understanding as to what the direction of the village council wants to accomplish for the residents of the village for many years to come.

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Council Meeting Minutes

VILLAGE OF LAKE ODESSA

MINUTES

SPECIAL COUNCIL MEETING
NOVEMBER 25, 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 Martha Yoder

Council absent: None

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.

PUBLIC COMMENT

None

MINUTES

Motion by Yoder, supported by Brighton, to approve the minutes from the Committee of the Whole session of November 18, 2024 and the regular Village Council meeting of November 18, 2024. All ayes; motion carried 6-0.

NEW BUSINESS

- a) Select President Pro Tem:
President Banks opened the floor for nominations of President Pro Tem.
Trustee Cappon, supported by Trustee Brighton nominated Martha Yoder.
No other nominations were given.
Nominations were closed.

Motion by Green, supported by Cappon, to approve Martha Yoder as the Village Council President Pro-Tem. All ayes; motion carried 6-0.

- b) Proposed Resolution 2024-60: Approval to Re-Adopt Village Council Rules of Procedure.

Motion by Yoder, supported by DeJong, to adopt proposed Resolution 2024-60. Banks called for a roll call vote. Yes: Yoder, DeJong, Brighton, Cappon, Green, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 6-0.

- c) Proposed Resolution 2024-61: Adopt a Code of Ethics and Conduct for Elected and Appointed Officials.

Motion by Cappon, supported by Green, to adopt proposed Resolution 2024-61. Banks called for a roll call vote. Yes: Cappon, Green, Brighton, DeJong, Yoder, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 6-0.

- d) Discuss Filling Village Council Vacancy.

Council members discussed the process they should follow to appoint a person to fill the vacancy. It was decided that they would advertise for anyone interested in filling the vacant seat to submit a Letter of Interest to Village Clerk (Kathy Forman) by Wednesday, December 11, 2024 at 4:30 pm.

- e) Motion by Yoder, supported by Cappon to recess to closed session for the purpose of reviewing applications received for the Village Manager position pursuant to Section 8(f) of Act 267 of 1976, as amended. All ayes; motion carried 6-0.

MISCELLANEOUS CORRESPONDENCE

None

TRUSTEE COMMENTS

Banks – Thanksgiving is Thursday. Thankful for the great Village Staff and Village Council.
Brighton – None
Cappon – None
DeJong – None
Green – None
Yoder – None

PUBLIC COMMENT

None

CLOSED SESSION

Council moved into Closed Session at 5:15 pm.
Council returned from Closed Session at 6:43 pm.

Motion by Yoder, supported by Cappon to interview candidates 2, 3, 5, and 6. All ayes; motion carried 6-0.

ADJOURNMENT

Motion by Yoder, supported by Cappon, to adjourn the meeting. All ayes; motion carried 6-0.
Meeting adjourned at 6:45 pm.

Respectfully submitted,

Kathy S. Forman
Village Clerk / Treasurer

VILLAGE OF LAKE ODESSA
MINUTES
SPECIAL COUNCIL MEETING
DECEMBER 9, 2024
PAGE MEMORIAL BUILDING
839 FOURTH AVENUE
LAKE ODESSA, MICHIGAN 48849

Meeting called to order at 6:23 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 Yoder, supported by Green, to approve the agenda. All ayes; motion carried 6-0.

REVIEW OF MEETING PROCEDURES

Village Manager Guetschow explained the binders that were given to each council member. The binders contain a tab for each applicant being interviewed. Each tab held candidate information they had submitted and a list of questions with area for council members to make notes for their later reference.

Council recessed at 6:24 pm.

Council resumed session at 7:02 pm.

INTERVIEWS FOR VILLAGE MANAGER

Jeff Thornton did not come to his 6:00 pm interview. After contacting him there was a missed communication at some point. Mr. Thornton will be interviewed on Tuesday, December 10 at 8:00 pm.

Zachary Dyba emailed Village Manager Guetschow, withdrawing his name as a Village Manager candidate.

PUBLIC COMMENT

None

ADJOURNMENT

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

Meeting adjourned at 7:03 pm.

Respectfully submitted,

Kathy S. Forman
Village Clerk / Treasurer

VILLAGE OF LAKE ODESSA
MINUTES
SPECIAL COUNCIL MEETING
DECEMBER 10, 2024
PAGE MEMORIAL BUILDING
839 FOURTH AVENUE
LAKE ODESSA, MICHIGAN 48849

Meeting called to order at 6:01 pm by Village President Karen Banks.

ROLL CALL

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

Council absent: Trustee Terri Cappon

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 5-0.

INTERVIEWS FOR VILLAGE MANAGER

Interview for Jered Ottenwess began at 6:05 pm.

Interview for Mark Borden began at 6:57 pm.

Interview for Jeff Thornton began at 7:50 pm.

PUBLIC COMMENT

None

DISCUSSION REGARDING VILLAGE MANAGER CANDIDATES

Council discussed the options for selection of a candidate. The council members discussed each candidate and made their preferences known. Talked about the fact that there is a probationary period. It was decided to ask Jered Ottenwess and Jeff Thornton to come back next week to meet with department heads and attend a special council meeting with a less formal discussion at the conference table in council chambers.

ADJOURNMENT

Motion by DeJong, supported by Yoder, to adjourn the meeting. All ayes; motion carried 5-0.

Meeting adjourned at 9:55 pm.

Respectfully submitted,

Kathy S. Forman
Village Clerk / Treasurer

Expenditures

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank ARTS					
11/14/2024	ARTS	3419	KAREN	KAREN BANKS	76.00
11/19/2024	ARTS	3420	VERIZON	VERIZON WIRELESS	43.69

ARTS TOTALS:

Total of 2 Checks:	119.69
Less 0 Void Checks:	0.00
Total of 2 Disbursements:	119.69

Bank DDA 6015 DOWNTOWN DEVELOPMENT AUTHORITY

11/14/2024	DDA	1245	MOOD	MOOD MEDIA	35.23
11/19/2024	DDA	1246	MCKENNA	MCKENNA	601.25

DDA TOTALS:

Total of 2 Checks:	636.48
Less 0 Void Checks:	0.00
Total of 2 Disbursements:	636.48

Bank POOL POOLED CASH

11/07/2024	POOL	43167	AMAZON	AMAZON CAPITAL SERVICES, INC.	173.06
11/07/2024	POOL	43168	BADGER	BADGER METER	839.96
11/07/2024	POOL	43169	CONSUMERS	CONSUMERS ENERGY	47.37
11/07/2024	POOL	43170	COREWELL	COREWELL HEALTH WEST OCCUP HLTH	88.00
11/07/2024	POOL	43171	GRANGER	GRANGER	95.49
11/07/2024	POOL	43172	GREGG	GREGG GUIDANCE, LLC	4,572.84
11/07/2024	POOL	43173	IC DRAIN	IONIA COUNTY DRAIN COMMISSIONER	7,013.84
11/07/2024	POOL	43174	MI ASSOC C	MI ASSOCIATION OF MUNICIPAL CLERKS	75.00
11/07/2024	POOL	43175	MML	MICHIGAN MUNICIPAL LEAGUE	360.00
11/07/2024	POOL	43176	STATE OF M	STATE OF MICHIGAN	1,293.38
11/07/2024	POOL	43177	TREES	TREES 'N' SCAPES, INC.	4,260.00
11/07/2024	POOL	43178	TRICOU	HOMEWORKS	3,934.59
11/07/2024	POOL	43179	VERIZON	VERIZON WIRELESS	190.47
11/07/2024	POOL	43180	VIEW	VIEW NEWSPAPER GROUP	342.00
11/07/2024	POOL	43181	WEX	WEX BANK	1,320.09
11/14/2024	POOL	43182	ACE	LAKE ODESSA ACE HARDWARE	11.58
11/14/2024	POOL	43183	AT&T	AT&T	208.34
11/14/2024	POOL	43184	BLUE CROSS	BLUE CROSS BLUE SHIELD OF MICHIGAN	263.92
11/14/2024	POOL	43185	CARDMEMBER	ELAN FINANCIAL SERVICES	577.49
11/14/2024	POOL	43186	CIVICPLUS	CIVICPLUS LLC	2,486.04
11/14/2024	POOL	43187	CONSUMERS	CONSUMERS ENERGY	4,101.80
11/14/2024	POOL	43188	CONSUMERS	CONSUMERS ENERGY	72.02
11/14/2024	POOL	43189	LEXISNEXIS	LEXISNEXIS COPLOGIC SOLUTIONS, INC.	143.10
11/14/2024	POOL	43190	MENARD	MENARDS-IONIA	37.86
11/14/2024	POOL	43191	MILLER	MILLER JOHNSON	203.12
11/14/2024	POOL	43192	NYE	NYE UNIFORM	234.00
11/14/2024	POOL	43193	WMCJTC	WEST MICHIGAN CRIMINAL JUSTICE	50.00
11/19/2024	POOL	43194	AMAZON	AMAZON CAPITAL SERVICES, INC.	248.48
11/19/2024	POOL	43195	BB&T	TRUIST GOVERNMENTAL FINANCE	3,887.20
11/19/2024	POOL	43196	BCN	BLUE CARE NETWORK	5,378.52
11/19/2024	POOL	43197	GREGG	GREGG GUIDANCE, LLC	2,865.52
11/19/2024	POOL	43198	MCKENNA	MCKENNA	2,880.00
11/19/2024	POOL	43199	MI ASSOC C	MI ASSOCIATION OF MUNICIPAL CLERKS	25.00
11/19/2024	POOL	43200	NAPA	MOTOR PARTS AND EQUIPMENT COMPANY	91.22
11/19/2024	POOL	43201	SBAM PLAN	SBIS	709.77
11/19/2024	POOL	43202	VERIZON	VERIZON WIRELESS	421.72
11/19/2024	POOL	43203	WMCJTC	WEST MICHIGAN CRIMINAL JUSTICE	139.77
11/19/2024	POOL	43204	WOW	WOW! BUSINESS	136.00
11/19/2024	POOL	43205	WOW	WOW! BUSINESS	116.25

POOL TOTALS:

Total of 39 Checks:	49,894.81
Less 0 Void Checks:	0.00
Total of 39 Disbursements:	49,894.81

REPORT TOTALS:

Total of 43 Checks:	50,650.98
Less 0 Void Checks:	0.00
Total of 43 Disbursements:	50,650.98

Purchases Over \$3,000.00

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 GG2024-40
 Date of Issue 11/01/2024
 Due Date 12/02/2024
 Amount Due (USD) **\$4,572.84**

101-172-801.000

Description	Rate	Qty	Line Total
Interim Mgmt. Hrs. October 16, 2024	\$90.00	7.5	\$675.00
Mileage Per Diem - Lake Odessa October 16, 2024	\$30.13	1	\$30.13
Interim Mgmt. Hrs. October 17, 2024	\$90.00	8	\$720.00
Mileage Per Diem - Lake Odessa October 17, 2024	\$30.13	1	\$30.13
Interim Mgmt. Hrs. October 21, 2024	\$90.00	3.25	\$292.50
Mileage Per Diem - Lake Odessa October 21, 2024	\$30.13	1	\$30.13
Interim Mgmt. Hrs. October 22, 2024	\$90.00	7.25	\$652.50
Mileage Per Diem - Lake Odessa October 22, 2024	\$30.13	1	\$30.13
Interim Mgmt. Hrs. October 24, 2024	\$90.00	7.5	\$675.00
Mileage Per Diem - Lake Odessa October 24, 2024	\$30.13	1	\$30.13
Mileage October 24, 2024 - ICEA Stakeholder Mtg, Saranac	\$0.67	29	\$19.43
Interim Mgmt. Hrs.	\$90.00	7.25	\$652.50

October 29, 2024

Mileage Per Diem - Lake Odessa October 29, 2024	\$30.13	1	\$30.13
Interim Mgmt. Hrs. October 31, 2024	\$90.00	7.5	\$675.00
Mileage Per Diem - Lake Odessa October 31, 2024	\$30.13	1	\$30.13

Subtotal 4,572.84

Tax 0.00

Total 4,572.84

Amount Paid 0.00

Amount Due (USD) \$4,572.84

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

325 0 AV 0.545
 VILLAGE OF LAKE ODESSA
 839 4TH AVE
 LAKE ODESSA MI 48849-1001

5 325
 C-2



Account Number	2043600
Rate	CMLP5
Current Due Date	11/16/2024
Bill Date	10/23/2024
Days Billed	30
Meter Number	56587
kWh per Day Last Year	785
kWh per Day This Year	1007

Account Status	
Previous Balance 09/23/24	\$3,914.06
Payment Received 10/07/24	-\$3,914.06
Balance Forward	\$0.00
Current Charges	\$3,934.59
Total Amount Due 11/16/24	\$3,934.59

SERVICE ADDRESS:	2367 BONANZA RD #5				POLE #:	OD392X7M	BOARD DIST:	D02	
Billing Period	METER READINGS				MULTIPLIER	ENERGY USED	ENERGY UNIT	RATE PER UNIT	CHARGE
09/14/2024 TO 10/14/2024	BEGIN	TYPE	END	TYPE					
PEAK	615175	REG	620493	REG	1	5318	KWH	0.07550	\$401.51
INTERMEDIATE	321494	REG	330825	REG	1	9331	KWH	0.07550	\$704.49
OFF PEAK	24374	REG	39930	REG	1	15556	KWH	0.07550	\$1,174.48
POWER SUPPLY COST RECOVERY						30205		0.00856	\$258.55
PEAK KW						90.920	KW	14.00000	\$1,272.88
AVAILABILITY CHARGE									\$98.00
MICHIGAN LOW INCOME ENERGY FUND									\$0.87
MICHIGAN ENERGY OPTIMIZATION SURCHARGE									\$23.81
TOTAL CURRENT CHARGES WITHOUT OPERATION ROUND UP									\$3,934.59
TOTAL AMOUNT									\$3,934.59

591-536-920.000

IONIA COUNTY
Office of Drain Commissioner
100 W MAIN
IONIA, MI 48846

Invoice for year 2024
Invoice Date: 10/28/2024

2024 Drain At Large
Due before final settlement
Please Remit Payment To:
100 Main St Ste 121
Ionia MI 48846

At-Large: 101 - VILLAGE OF LAKE ODESSA

Project Name	Project Principal	Project Interest	Project Total
044 - Jordan Lake Board 2024	5,000.00	0.00	5,000.00
325 - Jordan Lake Dam	1,755.00	258.84	2,013.84
464Channel - Klingman & Jarstfer	0.00	0.00	0.00
Totals:	6,755.00	258.84	7,013.84

101-101-957.000

Office Hours:
Monday thru Friday,
8:30 – Noon and 1:00 – 5:00



Telephone (616) 527-5373
Fax (616) 527-5323
E-Mail: rose@ioniacounty.org

IONIA COUNTY DRAIN COMMISSIONER

Robert J. Rose
County Courthouse
100 W. Main Street
Ionia, MI 48846

October 25, 2024

Village of Lake Odessa Clerk
Page Memorial Building
839 Fourth Ave.
Lake Odessa, MI 48849

Dear Village Clerk:

Enclosed please find the 2024 Drain Special Assessments for the Village of Lake Odessa at Large.

Jordan Lake Board	\$ 5,000.00
Jordan Lake Dam	\$ 2013.84
Klingman & Jarstfer	\$ Pre-Paid

The amount of **\$ 7,013.84** is due by February 28th, 2025, for your at large assessment. (This amount will be billed by the Ionia County Treasurer). I have enclosed a copy of the parcels that are assessed in the Village of Lake Odessa to be spread on the taxes.

If you have any questions, please feel free to call our office (616) 527-5373.

Sincerely,

A handwritten signature in black ink, appearing to read "Lynda L. Wharry".

Lynda L. Wharry
Ionia County Deputy Drain Commissioner

INVOICE

TREES 'N' SCAPES, INC.
1775 W. Vermontville Hwy.
Charlotte, MI 48813

paulfmyers@hotmail.com
(517)543-7082
<http://www.treesnscapes.com>



Bill to

VILLAGE OF LAKE ODESSA
839 FOURTH AVE
LAKE ODESSA, MI 48849

Invoice details

Invoice no.: 6616
Terms: Net 15
Invoice date: 11/05/2024
Due date: 11/20/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		AUTUMN BLAZE MAPLE	AUTUMN BLAZE MAPLE 2.5"	5	\$213.00	\$1,065.00
2.		NORWEGIAN SUNSET MAPLE	NORWEGIAN SUNSET MAPLE 2.5"	5	\$206.00	\$1,030.00
3.		SUN VALLEY MAPLE	SUN VALLEY MAPLE 2.5"	5	\$206.00	\$1,030.00
4.		SWAMP WHITE OAK	SWAMP WHIE OAK 2.5"	3	\$227.00	\$681.00
5.		PIN OAK	PIN OAK 2.5"	2	\$227.00	\$454.00
					Total	\$4,260.00

Note to customer

Thank you for your business. We appreciate it very much.

ST
101-441-931.003 - \$454⁰⁰
101-751-931.003 - \$681⁰⁰
202-449-963 - \$1,562⁵⁰
203-449-963 - \$1,562⁵⁰

\$3,000 to be reimbursed by
Consumers Energy Tree Grant



Truist Governmental Finance Invoice



7650 9112001 0500-96-01-30
 VILLAGE OF LAKE ODESSA
 ATTN: KATHY FORMAN
 839 FOURTH AVE
 LAKE ODESSA MI 48849

Truist Governmental Finance
 2713 Forest Hills Rd
 Building B, Second Floor
 Wilson, NC 27893-4432

Date of Invoice: 11/06/24

Loan Number: 992200012000001

*** Please Note: There are two easy ways to pay this invoice: 1) Utilize the enclosed return envelope to mail payments using the payment stub below, or 2) Set up ACH draft. (Please see the back of this invoice for further details) This invoice can not be processed in Truist branches. Thank you in advance for your cooperation.***

If you have questions concerning your Governmental Finance invoice please email GFServicing@Truist.com.

Project/Collateral Description: CAPITAL IMPROVEMENTS LTGO REF BOND SERIES 2017

Billing Summary

Current Due	\$3,887.20	Current Due Date	12/01/24
Total Amount Due	\$3,887.20		

204-446-994.000 \$2,721.04
 591-536-994.000 \$1,166.16

Village of Lake Odessa

Debt Service Schedule Breakdown - 2009 Bonds & 2017 Refunding Bonds

Payment Date	2009 Bonds (Unrefunded)		2017 Refunding Bonds		Combined	
	Principal	Interest	Principal	Interest	Principal	Interest
12/1/2017	\$850.00	\$850.00			\$850.00	\$850.00
6/1/2018	\$40,000.00	850.00	\$7,000.00	\$10,249.60	\$47,000.00	11,099.60
12/1/2018				7,672.70		7,672.70
6/1/2019			52,000.00	7,672.70	52,000.00	7,672.70
12/1/2019				7,085.10		7,085.10
6/1/2020			52,000.00	7,085.10	52,000.00	7,085.10
12/1/2020				6,497.50		6,497.50
6/1/2021			55,000.00	6,497.50	55,000.00	6,497.50
12/1/2021				5,876.00		5,876.00
6/1/2022			55,000.00	5,876.00	55,000.00	5,876.00
12/1/2022				5,254.50		5,254.50
6/1/2023			59,000.00	5,254.50	59,000.00	5,254.50
12/1/2023				4,587.80		4,587.80
6/1/2024			62,000.00	4,587.80	62,000.00	4,587.80
12/1/2024				3,887.20		3,887.20
6/1/2025			62,000.00	3,887.20	62,000.00	3,887.20
12/1/2025				3,186.60		3,186.60
6/1/2026			66,000.00	3,186.60	66,000.00	3,186.60
12/1/2026				2,440.80		2,440.80
6/1/2027			69,000.00	2,440.80	69,000.00	2,440.80
12/1/2027				1,661.10		1,661.10
6/1/2028			72,000.00	1,661.10	72,000.00	1,661.10
12/1/2028				847.50		847.50
6/1/2029			75,000.00	847.50	75,000.00	847.50
Total	\$40,000.00	\$1,700.00	\$686,000.00	\$108,243.20	\$726,000.00	\$109,943.20
						\$835,943.20

Note: Invoices for the 2009 Bonds will still come from U.S. Bank. Invoices for the 2017 Refunding Bonds will come from Branch Banking and Trust Company (BB&T).

Updated 5/13/2022

Invoices for the 2017 Refunding Bonds will come from Truist Governmental Finance.

General Highway Portion 70%
 Principal 204-446-991.000
 Interest 204-446-994.000

\$ 2721.04

Water Portion 30%
 Principal 591-000-252.002
 Interest 591-536-994.000

\$ 1116.16

Consent Agenda

**VILLAGE OF LAKE ODESSA
PLANNING COMMISSION**

MINUTES

**REGULAR MEETING
MONDAY, NOVEMBER 25, 2024 - 7:00 p.m.**
Page Memorial Building
Lake Odessa, Michigan

Present: Karen Banks, Beth Barrone, Ben DeJong, Gregg Guetschow, Meg Wheeler
Absent: None
Staff: Kathy Forman

1. **CALL TO ORDER:** Meeting called to order by Chair Wheeler at 7:03 p.m.
2. **AGENDA:** Motion by Banks, supported by DeJong, to approve agenda. All ayes; motion carried 5-0.
3. **PUBLIC COMMENT:** None
4. **MINUTES:** Motion by Banks, supported by Barrone, to approve minutes from the following meetings: Regular Planning Commission meeting of September 23, 2024. All ayes; motion carried 6-0.

5. **ACTION ITEMS:**

a. **McKenna Presentation – Master Plan 2025 Progress Update:**

Aayush Patel from McKenna presented the survey results. Summary packets were available to look at during his discussion.

b. **Visioning Session:**

Answered questions from the audience about the number of responses received. Discussed how to increase housing density. Neighboring communities are all facing this question. Language would have to be changed in zoning ordinances to help increase housing options. Our DDA is updating its plan currently in conjunction the Master Plan update.

Everyone gathered around the conference table for a visual presentation. Those present were able to help with a SWOT (Strengths, Weaknesses-Internal, Opportunities and Threats-External) Analysis. Looked at a land map and asked how everyone would like to see vacant land used.

Another opportunity for public participation may be planned if needed.

6. **MISCELLANEOUS CORRESPONDENCE:**

None

7. **BOARD MEMBER COMMENTS:**

Banks – None
Barrone – None
DeJong – None

Guetschow – None
Wheeler – None

8. **ADJOURNMENT:**
Without objection the meeting was adjourned at 8:37 p.m.

Respectfully submitted,

Kathy Forman
Village Clerk / Treasurer

**VILLAGE OF LAKE ODESSA
DOWNTOWN DEVELOPMENT AUTHORITY**

MINUTES

Regular Meeting - Tuesday, November 19, 2024
Page Memorial Building, Lake Odessa MI

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

- I. **Call to Order:** Meeting called to order by McGarry at 7:00 a.m.
- II. **Agenda:** Motion by Thompson, supported by McGarry, to approve the agendas amended by removing items 6(a) and 6(b). All ayes, motion carried, 4-0.
- III. **Public Comment:** None.
- IV. **Approval of Minutes:** Motion by McGarry, supported by Danielson, to approve minutes of 10/8/24 special meeting. All ayes; motion carried, 4-0.
- V. **Finance Report:** The Revenue and Expense report for the period ending 8/31/24 was reviewed.
- VI. **Action/Discussion Items:**
 - a) **2025 Meeting Dates**
Motion by McGarry, supported by Dahms to approve the 2025 DDA Meetings Dates as presented. All ayes; motion carried, 4-0.
 - b) **Holiday Garland Sponsorship Program**
There hasn't been a big response so far. Sponsorship forms were handed out to everyone in attendance today.
 - c) **Christmas Parade Co-Sponsorship with Lakewood Area Chamber of Commerce:**
Motion by Danielson, supported by McGarry to approve co-sponsoring the Christmas Parade up to \$250.00. All ayes; motion carried, 4-0
- VII. **Board Member Comments:**

McGarry – Believes the DDA needs more structure and support from the village.
Dahms – Will be resigning her position on the DDA effective 1/31/2025.
- VIII. **Adjournment:** Without objection, meeting adjourned at 8:05 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: December 12, 2024

ITEMS OF BUSINESS:

Filling Council Vacancy. Among the first items on the agenda is filling the vacancy occasioned by Trustee Hickey's recent resignation. Three individuals have submitted letters of interest. If Council reaches agreement on the appointment of an individual for this position, he will be sworn in at that time, seated at the Council dais, and provided an agenda packet to use in considering the remaining matters on the agenda.

Interim Manager Invoice. The invoice for my services included for approval under expenditures is higher than usual. This is due to the structure of the calendar for the second half of October that results in more work days in a billing cycle than is typically the case.

Resolution 2024-62 Vacating Sherman Street. Council adopted a resolution at its October meeting setting a public hearing on the application to vacate Sherman Street. As noted in discussion at the time, this 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. The resolution previously adopted provided for easements that were sixteen feet wide. I subsequently learned that this is insufficient for work on the sanitary sewer lines. This is changed in the proposed resolution to thirty feet.

Resolution 2024-63 Pavilion Engineering Services. The Municipal Beach pavilion is in a state of considerable disrepair. A grant application submitted to the Department of Natural Resources was unsuccessful because the pavilion had been built with grant funds and an insufficient number of years has passed for a new grant application to be considered. Funding options aside, the pavilion needs to be replaced. The first step of the process, which might include seeking grants from other sources, is the design of a new facility. The proposal included in the agenda packet proposes a fee for design services of \$47,000. Jesse Trout is hopeful that a discussion with Wightman about the scope of services might lead to a

reduction in this cost. Even if the fee is not reduced, however, we believe this design work must proceed. We are sufficiently concerned about safety to users that we are considering rental of the pavilion for the coming year. No funds were budgeted for this design work. It is our recommendation that funds received through the ARPA program, which offset employment costs, have freed up sufficient resources to enable this work to proceed.

Resolution 2024-64 Street Improvements Engineering Services. We solicited a second proposal from Wightman for survey and design services for street improvements included in the capital improvements plan approved by Council as part of the budget process. As the proposal notes, grant funding will be sought for this project. Engineering services for grant-funded projects of this type are an entirely local expense.

Resolution 2024-65 Lakewood Community Fund. A year ago, Council approved a resolution transferring the assets in the Lakewood Community Fund, currently totaling just under \$12,000, to the Jordan Lake Trail Board. The Village has been a trustee of this fund which were intended for sledding hill development on a site now being developed for condominiums. The resolution adopted a year ago tied the transfer of these funds to the completion of a section of the Jordan Lake Trail along French Fry Lane. Although the actual construction had already been completed at the time this resolution was approved, the process of seeking all the necessary clearances from grantor agencies has dragged on. I see no reason to prolong transferring these funds and one very good reason to expedite it: we wish to eliminate this fund from our books by the end of the fiscal year so that it is not a part of the upcoming audit.

Resolution 2024-66 Employee Health Insurance Plan. The Council approves annually the health insurance plan offered to employees. Because of the cost increase associated with the current plan, we solicited information about lower cost alternatives. The only practical alternative would achieve savings by shifting costs to employees. We believe that the savings realized would come with offsetting costs in terms of our relationship with our employees. For that reason, our recommendation is to stay with the current plan.

Resolution 2024-67 Audit Services. As noted in the resolution, the firm that has performed the Village's audits has been acquired by Rehmann. We felt that this action warranted our soliciting proposals from other firms in addition to Rehmann. The resolution summarizes the fees proposed. In evaluating these proposals, we concluded that the advantages of accepting the Rehmann proposal, which included working with people already familiar with the Village's processes and procedures, outweighed the small amount of cost savings that could be realized in accepting an alternate proposal. I would also note that the information we solicited included fees for performing what is known as a single audit. This is an action triggered by our receipt of a large amount of federal funds, something that rarely occurs for the Village.

Resolution 2024-68 Cost of Living Adjustment. The Village has a practice of adjusting wages for non-union employees annually based on action approved by the Council. As we approach the time when we begin working on the budget, it is helpful for Council to act on this matter. I should note, also, that the wages of employees covered by the Police Department union contract are adjusted at the same rate as is granted to non-union employees. Last year, the decision was made to adjust wages by the same percentage increase granted to

Social Security recipients. It is recommended to do likewise this year. That rate was determined in October to be 2.5%

Resolution 2024-69 Appointments. Each year around this time, the Village President is required to make appointments to various boards and commissions. Although some vacant positions will still exist, the list of appointees included in the agenda packet begins the process of addressing membership on the boards and commissions.



November 2024 Calls For Service:

11/30/24 23:20:39 9908 - GENERAL Assist
11/30/24 22:20:10 TRF -
11/30/24 19:41:48 9501 - STRUCTURE FIRE
11/30/24 18:01:48 TRF -
11/30/24 16:06:52 TRF -
11/30/24 00:33:18 PROPERTY CHECK
11/29/24 18:44:26 5500 - HEALTH & SAFETY
11/29/24 11:11:17 TRF -
11/29/24 10:59:30 TRF -
11/29/24 10:12:02 99091 - MED 1
11/28/24 15:08:06 2600 - FRAUD
11/28/24 14:12:55 99093 - MED 3
11/28/24 13:58:12 1301 - ASSAULT
11/28/24 02:47:33 99091 - MED 1
11/26/24 11:47:23 9908 - GENERAL
11/25/24 18:50:10 2600 - FRAUD
11/25/24 13:42:05 99091 - MED 1
11/24/24 17:52:07 TRF -
11/24/24 17:48:44 9301B - PDA TRAFFIC
11/24/24 16:58:22 TRF -
11/24/24 13:56:33 TRF -
11/24/24 12:49:34 5000 - WARRANT
11/24/24 12:32:25 TRF -
11/24/24 12:13:54 TRF -
11/24/24 12:05:24 TRF -
11/24/24 11:28:03 PROPERTY CHECK -
11/24/24 10:35:56 TRF -
11/24/24 10:10:59 9807 - SUSPICIOUS
11/24/24 08:46:14 99091 - MED 1
11/24/24 00:53:54 9807 - SUSPICIOUS
11/23/24 23:45:56 911H - 911 HANG UP
11/23/24 19:27:53 FOLLOW UP -
11/23/24 19:18:27 TRF -
11/23/24 18:18:13 TRF -
11/23/24 17:43:33 TRF -
11/23/24 17:24:02 FOLLOW UP -
11/23/24 11:41:25 7000 - JUVENILE
11/23/24 09:21:08 99091 - MED 1
11/23/24 07:53:06 911H - 911 HANG UP
11/22/24 14:32:52 TRF -
11/21/24 14:22:16 FOLLOW UP -
11/21/24 09:36:57 5403 - TRAFFIC
11/20/24 15:38:01 99093 - MED 3
11/20/24 11:34:12 99091 - MED 1
11/19/24 19:08:55 9908A - ASSIST SHERIFFS DEPT
11/19/24 12:43:36 9908 - GENERAL ASSIST
11/19/24 11:56:57 5300 - DISORDERLY PERSONS
11/19/24 07:58:49 5500 - HEALTH & SAFETY
11/18/24 15:17:08 9502 - VEHICLE FIRE
11/17/24 17:58:29 TRF -
11/17/24 17:42:23 TRF -
11/17/24 17:04:27 9908 - GENERAL ASSIST
11/17/24 15:38:31 9807 - SUSPICIOUS
11/17/24 12:40:44 TRF -
11/17/24 10:58:51 TRF -
11/16/24 21:40:25 TRF -
11/16/24 21:17:28 TRF -
11/16/24 19:54:50 TRF -
11/16/24 17:47:58 PROPERTY CHECK
11/16/24 16:59:25 5403 - TRAFFIC



11/16/24 16:48:46 TRF -
11/16/24 15:35:42 TRF -
11/16/24 14:53:25 FOLLOW UP
11/16/24 14:27:24 TRF -
11/16/24 08:26:51 2900 - MDOP
11/15/24 21:48:35 911H - 911 HANG UP
11/15/24 21:13:37 TRF -
11/15/24 21:06:27 9500 - FIRE ALL
11/15/24 21:06:06 9500 - FIRE ALL
11/15/24 21:00:54 TRF -
11/15/24 20:05:42 9807 - SUSPICIOUS
11/15/24 19:50:20 9807 - SUSPICIOUS
11/15/24 19:21:33 FOLLOW UP -
11/15/24 16:24:30 9908 - GENERAL
11/15/24 15:49:05 TRF -
11/15/24 15:33:10 TRF -
11/15/24 15:22:57 TRF -
11/15/24 12:31:33 3500 - DRUGS
11/15/24 08:13:28 99093 - MED 3
11/13/24 22:48:43 1302 - DOMESTIC
11/13/24 21:33:02 5500 - HEALTH & SAFETY
11/13/24 21:11:20 5000 - WARRANT
11/13/24 18:32:15 9806 - CIVIL DISPUTE
11/13/24 17:48:24 9908 - GENERAL ASSIST
11/13/24 15:52:54 99092 - MED 2
11/12/24 19:21:28 911H - 911 HANG UP
11/12/24 18:31:54 9807 - SUSPICIOUS
11/12/24 15:40:52 9808 - LOST
11/12/24 15:21:58 FOLLOW UP -
11/12/24 15:10:37 9909P - NON-CRIMINAL
11/11/24 17:05:15 TRF -
11/11/24 16:49:54 TRF -
11/11/24 15:12:34 TRF -
11/11/24 15:01:48 FOLLOW UP -
11/11/24 14:45:32 FOLLOW UP -
11/10/24 16:12:23 9909M - MENTAL
11/10/24 11:30:03 TRF -
11/10/24 00:05:31 99091 - MED 1
11/09/24 18:46:33 5403 - TRAFFIC
11/09/24 12:59:00 9301B - PDA TRAFFIC
11/09/24 12:50:55 9908 - GENERAL ASSIST
11/09/24 12:25:59 5000 - WARRANT
11/09/24 11:04:39 9808 - LOST
11/08/24 10:24:35 9908 - GENERAL
11/08/24 08:35:29 99091 - MED 1
11/08/24 08:12:40 99091 - MED 1
11/07/24 23:24:16 911H - 911 HANG UP
11/07/24 18:40:27 9807 - SUSPICIOUS
11/07/24 15:27:53 9908 - GENERAL
11/07/24 13:33:31 5300 - DISORDERLY
11/07/24 13:14:04 FOLLOW UP -
11/07/24 11:47:42 5300 - DISORDERLY
11/07/24 10:17:10 99091 - MED 1
11/07/24 10:04:06 5403 - TRAFFIC
11/06/24 23:34:57 1100 - CSC
11/06/24 16:27:55 9908 - GENERAL
11/06/24 07:22:52 5500 - HEALTH & SAFETY
11/05/24 16:40:56 2900 - MDOP
11/05/24 15:45:48 FOLLOW UP -
11/05/24 07:22:59 5500 - HEALTH & SAFETY
11/04/24 14:54:05 FOLLOW UP -
11/04/24 10:47:54 99091 - MED 1
11/03/24 18:39:12 9301B - PDA TRAFFIC



11/03/24 17:59:41 9807 - SUSPICIOUS
11/03/24 11:32:53 TRF -
11/03/24 09:43:26 TRF -
11/03/24 09:33:04 TRF -
11/03/24 00:10:34 5300 - DISORDERLY
11/02/24 19:12:11 5500 - HEALTH & SAFETY
11/02/24 18:45:49 9909E - MEDICAL
11/02/24 16:11:15 TRF -
11/02/24 15:59:37 TRF -
11/02/24 15:46:38 TRF -
11/02/24 15:24:58 TRF -
11/02/24 12:50:17 TRF -
11/02/24 10:50:13 TRF -
11/02/24 10:36:19 TRF -
11/02/24 09:53:08 TRF -
11/02/24 09:26:34 99093 - MED 3
11/02/24 08:49:19 PROPERTY CHECK -
11/01/24 15:17:01 5403 - TRAFFIC
11/01/24 15:02:34 9806 - CIVIL DISPUTE
11/01/24 11:25:03 TRF -
11/01/24 09:37:38 FOLLOW UP -
11/01/24 08:20:18 9806 - CIVIL DISPUTE

TRAINING:

Officer Tollefson and Colvin attended Michigan Traffic Incident Management Effort (Mi-TIME) training hosted by the Michigan State Police. This initiative is intended to form partnerships between agencies, including MDOT, state and local law enforcement, fire, EMS, local road agencies and towing services, to work together to safely clear traffic related incidents from the roadway.

Michigan's Move Over Law

Michigan's Move Over law requires motorists to slow down and move over for stationary authorized vehicles with flashing, rotating, or oscillating lights activated.

The law applies to these authorized emergency vehicles:

- Police
- Fire
- Rescue
- Ambulance
- Road service

Road service vehicles include tow trucks and safety service vehicles operated by the Michigan Department of Transportation (MDOT), solid waste haulers, utility service vehicles, and road maintenance vehicles.



Lake Odessa Police Department
839 4th Ave, Lake Odessa, MI 48849
(616) 374-8845

A motorist violating the Move Over law for authorized emergency vehicles is responsible for a civil infraction and is subject to two points on their driver's license and a fine of \$400.

A motorist faces felony charges and enhanced penalties of up to 15 years in prison and/or a \$7,500 fine if the violation causes death to a police officer, firefighter, or other emergency response personnel. For injury to a police officer, firefighter, or other emergency response personnel, the motorist is guilty of a felony, and the penalty is up to 2 years in prison and/or a \$1,000 fine.

Violation of the Move Over law for other authorized vehicles is punishable as a 90-day misdemeanor.





Lake Odessa Police Department
839 4th Ave, Lake Odessa, MI 48849
(616) 374-8845

STAFFING:

Officer Curtis Colvin successfully completed the departments field training program and has been recommended to begin solo patrol. Officer Colvin earned his bachelor's degree from Northern Michigan University while attending their regional police academy. We are happy to have Officer Colvin join our team.





PARKING:

The winter parking ban is a seasonal status change on all Village streets to allow for streets to be cleared safely and efficiently by our Department of Public Works. The ban is in effect regardless of weather conditions. The Village Ordinance is outlined below:

Sec. 32-58.- Parking prohibited during certain months.

No motor vehicle, camper, motor home or trailer shall be 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.

Code Enforcement:

During the winter months, Code Enforcement focuses on snow and ice removal violations to ensure pathways are clear for pedestrians, especially those with disabilities. Please see the specifics to the Village Ordinance outlined below:

Sec. 28-34. - Snow, ice, obstructions and refuse.

Duty to maintain. No person having the care, either as owner or occupant of any house, building or lot, shall permit any snow, ice, dirt, rubbish, including broken bottles and glass, filth, obstruction, or other articles, or any nuisance, to remain upon the sidewalks in front of such house, building or lot for longer than 24 hours; and when ice is formed on any sidewalk, the owner or occupant of the abutting premises shall, within 12 hours after ice has formed, cause such ice to be removed or cause salt, sawdust, sand, or other abrasive material to be strewn thereon.

Abatement. If the owner or occupant of any lot, lots or premises neglects or refuses to comply with the requirements of subsection (a) within the stated time period, then the village manager or his/her designee may remove, or cause to be removed, said snow, ice, dirt, rubbish, filth, obstruction or other articles, or any nuisance, at the expense of the owner or occupant, and the amount of all expenses incurred thereby shall be billed to the owner.

Charges for abatement shall become a lien upon the premises. Whenever a bill for such charges has been rendered and remains unpaid by May 1 of the following calendar year, the treasurer may add the expense of abatement and the late fee to the next real property tax notice for the premises, which amounts shall become delinquent if unpaid by the due date for payment of such tax and shall then bear interest at the same rate as the tax.

Penalty. A person who violates this section shall be responsible for a municipal civil infraction, punishable by a fine of \$25.00 for the first offense, \$50.00 for the second offense, and \$100.00 for the third and subsequent offenses within a 12-month period.

Department of Public Works

November 15th 2024 to December 11th 2024

Council Report

Parks & Beach

We have serviced, winterized, and stored the lawn maintenance equipment and stored it for the season. The park areas were mowed and leaves collected one final time. As always, trash receptacles are being emptied twice a week.

Streets

The garland on the lamp posts were wrapped with lights, veterans memorial banners were removed and the winter banners were installed. The streets were swept free of debris for the final time this season. We measured the mailboxes along each of our streets to make sure they are not improperly placed and in danger of being struck by a plow. There were several bordering the edge of being too close, but only seven needing to be moved back. I will be working on letters to distribute to the residents of these seven addresses. We have had to salt streets twice and partially plow snow once so far.

Water

We installed two water services on Bonanza for new home construction. Non payment water shut offs came and went without issue. We had our annual meeting with Michigan Rural Water Association to look at our water rate study. This is a very extensive program that takes each dime coming/going, and every asset into consideration. We plan to continue meeting each year, prior to making a recommendation to council regarding utility rates.

DPW

Compost bags are still being collected each Monday until the new year. The final collection of loose leaves has come to pass. We had a good season full of mostly generous weather this year. We wrapped up collection a few days ahead of schedule, but still made a final pass through the community on the last scheduled day. It seems almost everyone took advantage of the cooperative weather and used our services to get their lawns cleaned up. The leaf trailer has been serviced, deep cleaned, winterized, and stored until next leaf season. Both dump trucks were serviced and prepped for winter maintenance.

Purchase Request

None currently.

Additional Comments

I want to make council aware of a compliance violation notice I received from EGLE for the drinking water system. I failed to submit a lead/copper distribution materials inventory report by the due date, which resulted in a violation notice being sent out. I am genuinely aggravated with myself that this happened and will work diligently to ensure it does not happen again. This is not my standard practice. I have no reason other than I forgot about the report and time slipped away from me.

Once I complete this report and submit it, the issue will be corrected and we will regain compliance with EGLE. I am also required to issue a notice to water consumers. Everyone should be aware there are no health concerns with the water. This violation was simply issued for a report deadline that was not met.

User: KATHY

DB: Lake Odessa Vil

PERIOD ENDING 11/30/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDTG USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
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		305.50		31.00		144.50	67.89
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		488.88		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		25.00		(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		0.00		0.00		3,000.00	0.00
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		145,034.00		0.00		67,466.00	68.25
101-000-574.001	EVIP PMTS	52,000.00		34,968.00		0.00		17,032.00	67.25
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		75.00		0.00		75.00	50.00
101-000-657.000	ORDINANCE FINES	3,500.00		1,394.82		116.50		2,105.18	39.85
101-000-665.000	INTEREST	9,500.00		19,644.05		5,593.74		(10,144.05)	206.78
101-000-667.000	RENTS-BUILDINGS-LAND	1,500.00		1,225.00		0.00		275.00	81.67
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		4,725.41		0.00		3,274.59	59.07
101-000-684.010	MISC REVENUE-POLICE	500.00		225.45		0.00		274.55	45.09
Total Dept 000 - BALANCE SHEET / GENERAL		963,550.00		890,926.79		6,255.12		72,623.21	92.46
TOTAL REVENUES		963,550.00		890,926.79		6,255.12		72,623.21	92.46
Expenditures									
Dept 101 - GOVERNING BODY									
101-101-702.708	TRUSTEE MEETING FEES	9,000.00		6,637.50		525.00		2,362.50	73.75
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		1,026.90		40.15		923.10	52.66
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		585.07		248.48		914.93	39.00
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		2,312.00		100.00		888.00	72.25
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		0.00		0.00		15.00	0.00
101-101-801.000	CONTRACTED SERVICES	20,000.00		9,016.13		2,486.04		10,983.87	45.08
101-101-805.000	ATTORNEY FEES	10,000.00		9,158.37		203.12		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		424.88		43.69		475.12	47.21
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		(20,320.57)		0.00		20,320.57	100.00
101-101-900.000	PRINTING & PUBLISHING	1,200.00		1,610.20		342.00		(410.20)	134.18

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PERIOD ENDING 11/30/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND									
Expenditures									
101-101-957.000	COUNTER DRAIN	5,200.00		7,013.84		7,013.84		(1,813.84)	134.88
101-101-963.000	MISC EXPENSE	1,000.00		568.44		0.00		431.56	56.84
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		40,133.48		11,002.32		51,031.52	44.02
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		27.27		3.03		472.73	5.45
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		292.68		19.99		1,707.32	14.63
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		50,759.83		7,438.36		(25,759.83)	203.04
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		722.79		43.69		477.21	60.23
Total Dept 172 - MANAGERS		58,900.00		54,308.58		7,505.07		4,591.42	92.20
Dept 265 - PAGE MEMORIAL BUILDING									
101-265-728.000	SUPPLIES	2,000.00		720.64		0.00		1,279.36	36.03
101-265-740.000	POSTAGE	900.00		931.87		0.00		(31.87)	103.54
101-265-850.000	COMMUNICATION EXPENSE	1,200.00		804.03		0.00		395.97	67.00
101-265-931.001	MAINTENANCE/REPAIR-BUILDING	4,000.00		361.40		0.00		3,638.60	9.04
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		316.00		0.00		184.00	63.20
Total Dept 265 - PAGE MEMORIAL BUILDING		92,600.00		122,304.37		0.00		(29,704.37)	132.08
Dept 301 - POLICE									
101-301-702.001	DEPARTMENT HEAD WAGES	82,000.00		59,537.96		6,400.76		22,462.04	72.61
101-301-702.704	FULL TIME WAGES	130,000.00		72,872.74		9,216.80		57,127.26	56.06
101-301-702.705	OVER TIME WAGES	8,000.00		3,966.11		0.00		4,033.89	49.58
101-301-702.706	PART TIME WAGES	25,000.00		23,819.50		1,932.00		1,180.50	95.28
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		12,378.18		1,328.94		7,721.82	61.58
101-301-711.000	EMPLOYERS SHARE OF PENSION	24,500.00		15,004.65		1,754.96		9,495.35	61.24
101-301-712.000	HEALTH INSURANCE EXPENSE	24,400.00		5,667.42		626.65		18,732.58	23.23
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		876.33		97.37		2,423.67	26.56
101-301-714.000	OPTICAL PLAN EXPENSE	350.00		97.20		10.80		252.80	27.77
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		1,688.80		206.05		1,361.20	55.37
101-301-721.000	LIFE INSURANCE EXPENSE	1,200.00		513.12		62.24		686.88	42.76
101-301-723.000	WORKMEN'S COMPENSATION	4,000.00		2,539.37		0.00		1,460.63	63.48
101-301-724.001	TUITION REIMBURSEMENT	2,000.00		0.00		0.00		2,000.00	0.00

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PERIOD ENDING 11/30/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 101 - GENERAL FUND									
Expenditures									
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		234.00		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		2,863.42		0.00		6,636.58	30.14
101-301-752.000	EDUCATION & TRAINING	5,000.00		1,212.04		189.77		3,787.96	24.24
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		1,721.17		143.10		1,278.83	57.37
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		4,512.77		319.52		1,637.23	73.38
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		356.34		0.00		2,143.66	14.25
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		899.98		0.00		19,100.02	4.50
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		676.00		0.00		824.00	45.07
Total Dept 301 - POLICE		416,685.00		229,054.23		22,522.96		187,630.77	54.97
Dept 441 - PUBLIC WORKS									
101-441-702.001	DEPT HEAD WAGES	24,000.00		16,950.47		1,784.85		7,049.53	70.63
101-441-702.704	FULL TIME WAGES	50,500.00		36,026.96		4,040.00		14,473.04	71.34
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		4,316.96		421.97		2,183.04	66.41
101-441-711.000	EMPLOYERS SHARE OF PENSION	8,250.00		6,840.22		740.15		1,409.78	82.91
101-441-712.000	HEALTH INSURANCE EXPENSE	7,900.00		6,757.14		862.17		1,142.86	85.53
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		1,077.88		132.78		322.12	76.99
101-441-714.000	OPTICAL PLAN EXPENSE	200.00		115.61		13.22		84.39	57.81
101-441-720.000	DISABILITY INSURANCE	1,200.00		721.53		80.17		478.47	60.13
101-441-721.000	LIFE INSURANCE EXPENSE	350.00		234.00		26.00		116.00	66.86
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		314.01		0.00		1,185.99	20.93
101-441-728.000	SUPPLIES	4,000.00		811.70		0.00		3,188.30	20.29
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		360.00		840.00	30.00
101-441-751.000	GASOLINE PURCHASES	8,500.00		4,248.08		0.00		4,251.92	49.98
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		1,660.06		136.00		339.94	83.00
101-441-920.000	GAS AND ELECTRIC	3,000.00		1,428.88		125.08		1,571.12	47.63
101-441-931.001	MAINTENANCE/REPAIR-BUILDING	4,000.00		407.94		0.00		3,592.06	10.20

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND									
Expenditures									
101-441-931.002	MAINTENANCE/REPAIR-EQUIPMENT	10,000.00		3,905.43		327.15		6,094.57	39.05
101-441-931.003	MAINTENANCE-LANDSCAPING & GROUNDS	500.00		498.29		454.00		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		859.41		95.49		40.59	95.49
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		114,245.37		9,599.03		81,104.63	58.48
Dept 448 - PUBLIC UTILITIES-STREET LIGHTING									
101-448-924.000	STREET LIGHT EXPENSE	34,000.00		27,569.45		3,117.82		6,430.55	81.09
Total Dept 448 - PUBLIC UTILITIES-STREET LIGHTING		34,000.00		27,569.45		3,117.82		6,430.55	81.09
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		5,016.76		528.08		2,383.24	67.79
101-722-710.000	EMPLOYER FICA	680.00		383.79		40.40		296.21	56.44
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		2,880.00		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		15,480.55		3,448.48		23,074.45	40.15
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		66.22		211.96	96.97
101-751-710.000	EMPLOYER FICA	600.00		519.30		5.07		80.70	86.55
101-751-711.000	EMPLOYERS SHARE OF PENSION	800.00		312.18		6.62		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		2,878.68		307.02		921.32	75.75
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		906.00		(2,516.45)	133.55
101-751-970.000	CAPITAL OUTLAY	16,000.00		32,765.29		0.00		(16,765.29)	204.78

PERIOD ENDING 11/30/2024

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	11/30/2024	INCREASE	MONTH 11/30/2024 (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 101 - GENERAL FUND								
Expenditures								
Total Dept 751 - PARKS AND RECREATION		45,220.00	57,994.12		1,290.93		(12,774.12)	128.25
TOTAL EXPENDITURES		980,475.00	666,683.37		58,486.61		313,791.63	68.00
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		963,550.00	890,926.79		6,255.12		72,623.21	92.46
TOTAL EXPENDITURES		980,475.00	666,683.37		58,486.61		313,791.63	68.00
NET OF REVENUES & EXPENDITURES		(16,925.00)	224,243.42		(52,231.49)		(241,168.42)	1,324.92

PERIOD ENDING 11/30/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 202 - MAJOR STREET FUND									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
202-000-546.000	ACT 51 / STREETS	207,500.00		163,059.84		18,098.44		44,440.16	78.58
202-000-665.000	INTEREST	6,000.00		5,591.99		577.73		408.01	93.20
Total Dept 000 - BALANCE SHEET / GENERAL		213,500.00		168,651.83		18,676.17		44,848.17	78.99
TOTAL REVENUES		213,500.00		168,651.83		18,676.17		44,848.17	78.99
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		3.42		0.38		(3.42)	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		1,562.50		(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		17,961.91		1,562.88		90,143.09	16.62
Dept 450 - MAINTENANCE / CONSTRUCTION									
202-450-702.001	MAINTENANCE WAGES	13,400.00		7,515.35		330.55		5,884.65	56.08
202-450-710.000	MAINTENANCE EMPLOYER FICA	1,100.00		556.50		25.30		543.50	50.59
202-450-711.000	MAINTENANCE ER SHARE OF PENSION	1,340.00		997.87		62.25		342.13	74.47
202-450-712.002	MAINTENANCE BENEFITS	1,450.00		899.76		13.08		550.24	62.05
Total Dept 450 - MAINTENANCE / CONSTRUCTION		17,290.00		9,969.48		431.18		7,320.52	57.66
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		27,931.39		1,994.06		101,673.61	21.55
Fund 202 - MAJOR STREET FUND:									
TOTAL REVENUES		213,500.00		168,651.83		18,676.17		44,848.17	78.99
TOTAL EXPENDITURES		129,605.00		27,931.39		1,994.06		101,673.61	21.55
NET OF REVENUES & EXPENDITURES		83,895.00		140,720.44		16,682.11		(56,825.44)	167.73

User: KATHY

DB: Lake Odessa Vil

PERIOD ENDING 11/30/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 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		57,198.88		6,333.20		15,301.12	78.90
203-000-665.000	INTEREST	2,750.00		4,439.77		61.07		(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		107,400.76		6,394.27		80,849.24	57.05
TOTAL REVENUES		188,250.00		107,400.76		6,394.27		80,849.24	57.05
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		1.35		0.15		(1.35)	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		1,562.50		(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		108,755.52		1,562.65		50,589.48	68.25
Dept 450 - MAINTENANCE / CONSTRUCTION									
203-450-702.001	MAINTENANCE WAGES	16,800.00		9,398.50		528.84		7,401.50	55.94
203-450-710.000	MAINTENANCE EMPLOYER FICA	1,300.00		700.39		40.45		599.61	53.88
203-450-711.000	MAINTENANCE ER SHARE OF PENSION	1,680.00		1,334.02		99.60		345.98	79.41
203-450-712.002	MAINTENANCE BENEFITS	1,550.00		970.41		20.93		579.59	62.61
Total Dept 450 - MAINTENANCE / CONSTRUCTION		21,330.00		12,403.32		689.82		8,926.68	58.15
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		121,158.84		2,252.47		64,156.16	65.38

Fund 203 - LOCAL STREET FUND:

PERIOD ENDING 11/30/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 203 - LOCAL STREET FUND									
	TOTAL REVENUES	188,250.00		107,400.76		6,394.27		80,849.24	57.05
	TOTAL EXPENDITURES	185,315.00		121,158.84		2,252.47		64,156.16	65.38
	NET OF REVENUES & EXPENDITURES	2,935.00		(13,758.08)		4,141.80		16,693.08	468.76

PERIOD ENDING 11/30/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 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		6,431.03		677.96		(1,431.03)	128.62
Total Dept 000 - BALANCE SHEET / GENERAL		286,000.00		281,226.09		677.96		4,773.91	98.33
TOTAL REVENUES		286,000.00		281,226.09		677.96		4,773.91	98.33
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		7.74		0.86		992.26	0.77
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		(9,108.75)		0.00		9,108.75	100.00
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		2,721.04		110.19	98.84
Total Dept 446 - HIGHWAYS, STREETS (NOT ACT 51)		161,475.00		128,138.18		2,721.90		33,336.82	79.35
Dept 450 - MAINTENANCE / CONSTRUCTION									
204-450-702.001	STREET ADMIN SALARY	35,750.00		23,210.31		1,983.18		12,539.69	64.92
204-450-710.000	STREET ADMIN FICA	2,900.00		1,757.13		151.72		1,142.87	60.59
204-450-711.000	EMPLOYERS SHARE OF PENSION	3,625.00		3,799.12		373.50		(174.12)	104.80
204-450-712.002	STREET ADMIN BENEFITS	1,925.00		1,343.10		62.34		581.90	69.77
Total Dept 450 - MAINTENANCE / CONSTRUCTION		44,200.00		30,109.66		2,570.74		14,090.34	68.12
TOTAL EXPENDITURES		205,675.00		158,247.84		5,292.64		47,427.16	76.94
Fund 204 - GENERAL HWY:									
TOTAL REVENUES		286,000.00		281,226.09		677.96		4,773.91	98.33
TOTAL EXPENDITURES		205,675.00		158,247.84		5,292.64		47,427.16	76.94
NET OF REVENUES & EXPENDITURES		80,325.00		122,978.25		(4,614.68)		(42,653.25)	153.10

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDTG USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 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		18,684.25		0.00		19,315.75	49.17
248-000-665.000	INTEREST	300.00		597.84		40.62		(297.84)	199.28
248-000-674.000	DONATIONS-PRIVATE SOURCES	900.00		100.00		100.00		800.00	11.11
Total Dept 000 - BALANCE SHEET / GENERAL		39,200.00		19,382.09		140.62		19,817.91	49.44
TOTAL REVENUES		39,200.00		19,382.09		140.62		19,817.91	49.44
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		7,335.80		636.48		7,664.20	48.91
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		39.40		0.00		960.60	3.94
Total Dept 275 - DDA		26,045.00		14,536.17		636.48		11,508.83	55.81
TOTAL EXPENDITURES		26,045.00		14,536.17		636.48		11,508.83	55.81
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:									
TOTAL REVENUES		39,200.00		19,382.09		140.62		19,817.91	49.44
TOTAL EXPENDITURES		26,045.00		14,536.17		636.48		11,508.83	55.81
NET OF REVENUES & EXPENDITURES		13,155.00		4,845.92		(495.86)		8,309.08	36.84

PERIOD ENDING 11/30/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 290 - ARTS									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
290-000-540.000	STATE GRANTS	10,000.00		0.00		0.00		10,000.00	0.00
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		365.35		23.21		(165.35)	182.68
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		14,871.03		23.21		8,828.97	62.75
TOTAL REVENUES		23,700.00		14,871.03		23.21		8,828.97	62.75
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		392.90		43.69		207.10	65.48
290-752-881.000	ADVERTISING	8,332.00		8,301.94		76.00		30.06	99.64
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		0.00		0.00		3,250.00	0.00
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		19,412.67		119.69		6,069.33	76.18
TOTAL EXPENDITURES		25,482.00		19,412.67		119.69		6,069.33	76.18
Fund 290 - ARTS:									
TOTAL REVENUES		23,700.00		14,871.03		23.21		8,828.97	62.75
TOTAL EXPENDITURES		25,482.00		19,412.67		119.69		6,069.33	76.18
NET OF REVENUES & EXPENDITURES		(1,782.00)		(4,541.64)		(96.48)		2,759.64	254.86

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
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		<u>30.00</u>		<u>0.00</u>		<u>0.00</u>		<u>30.00</u>	<u>0.00</u>
TOTAL REVENUES		<u>30.00</u>		<u>0.00</u>		<u>0.00</u>		<u>30.00</u>	<u>0.00</u>
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		<u>0.00</u>		<u>5.07</u>		<u>0.00</u>		<u>(5.07)</u>	<u>100.00</u>
TOTAL EXPENDITURES		<u>0.00</u>		<u>5.07</u>		<u>0.00</u>		<u>(5.07)</u>	<u>100.00</u>
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		<u>30.00</u>		<u>(5.07)</u>		<u>0.00</u>		<u>35.07</u>	<u>16.90</u>

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 590 - SEWER FUND									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
590-000-590.603	SEWER NSF REVENUE	0.00		245.00		0.00		(245.00)	100.00
590-000-614.000	SEWER REVENUE	0.00		1,553,348.02		311.13		(1,553,348.02)	100.00
590-000-615.000	SEWER PENALTIES	0.00		10,217.19		3,095.03		(10,217.19)	100.00
590-000-619.000	LAB TESTING REVENUE	0.00		120.00		0.00		(120.00)	100.00
Total Dept 000 - BALANCE SHEET / GENERAL		0.00		1,563,930.21		3,406.16		(1,563,930.21)	100.00
TOTAL REVENUES		0.00		1,563,930.21		3,406.16		(1,563,930.21)	100.00
Fund 590 - SEWER FUND:									
TOTAL REVENUES		0.00		1,563,930.21		3,406.16		(1,563,930.21)	100.00
TOTAL EXPENDITURES		0.00		0.00		0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		1,563,930.21		3,406.16		(1,563,930.21)	100.00

User: KATHY

DB: Lake Odessa Vil

PERIOD ENDING 11/30/2024

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 591 - WATER FUND									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
591-000-642.001	FINAL READ INCOME	950,000.00		798,866.53		359.71		151,133.47	84.09
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		1,204.27		795.68	85.53
591-000-665.000	INTEREST	8,000.00		14,522.64		4,349.94		(6,522.64)	181.53
591-000-684.000	MISC REVENUE	8,000.00		11,885.05		0.00		(3,885.05)	148.56
Total Dept 000 - BALANCE SHEET / GENERAL		975,500.00		844,154.22		5,913.92		131,345.78	86.54
TOTAL REVENUES		975,500.00		844,154.22		5,913.92		131,345.78	86.54
Expenditures									
Dept 536 - WATER/SEWER									
591-536-702.001	DEPT HEAD WAGES	45,000.00		18,833.85		1,983.12		26,166.15	41.85
591-536-702.704	FULL TIME WAGES	162,000.00		125,322.32		15,197.81		36,677.68	77.36
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		10,784.01		1,231.18		7,465.99	59.09
591-536-711.000	EMPLOYERS SHARE OF PENSION	22,000.00		16,152.09		1,898.28		5,847.91	73.42
591-536-712.000	HEALTH INSURANCE EXPENSE	29,000.00		21,030.04		2,544.71		7,969.96	72.52
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		382.68		3.08		1,617.32	19.13
591-536-713.000	DENTAL INSURANCE EXPENSE	3,800.00		3,144.52		374.12		655.48	82.75
591-536-714.000	OPTICAL PLAN EXPENSE	625.00		397.36		47.62		227.64	63.58
591-536-720.000	DISABILITY INSURANCE	3,000.00		1,701.00		189.00		1,299.00	56.70
591-536-721.000	LIFE INSURANCE EXPENSE	925.00		205.20		62.24		719.80	22.18
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		241.86		0.00		1,258.14	16.12
591-536-728.000	SUPPLIES	1,500.00		230.98		0.00		1,269.02	15.40
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		2,031.93		0.00		(31.93)	101.60
591-536-741.000	MEDICAL & PHYSICALS	200.00		272.00		88.00		(72.00)	136.00
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		2,809.45		0.00		4,190.55	40.14
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		1,557.00		0.00		1,443.00	51.90
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		8,034.30		0.00		41,965.70	16.07
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		4,222.63		389.41		277.37	93.84
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		36,895.21		4,605.86		13,104.79	73.79
591-536-931.001	MAINTENANCE/REPAIR-BUILDING	30,000.00		44,435.73		0.00		(14,435.73)	148.12
591-536-931.002	MAINTENANCE/REPAIR-EQUIPMENT	12,000.00		270.79		146.01		11,729.21	2.26
591-536-931.004	MAINTENANCE/REPAIR-VEHICLE	1,500.00		636.20		0.00		863.80	42.41

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	11/30/2024 (ABNORMAL)	MONTH 11/30/2024	INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 591 - WATER FUND									
Expenditures									
591-536-931.009	MAINTENANCE/REPAIR-WATER LINES	5,000.00		1,912.73		0.00		3,087.27	38.25
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		4,846.97		0.00		1,153.03	80.78
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		6,492.00		839.96		2,508.00	72.13
591-536-980.002	SOFTWARE	100.00		180.00		0.00		(80.00)	180.00
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		1,166.16		34,224.84	52.47
Total Dept 536 - WATER/SEWER		825,644.00		481,596.28		30,766.56		344,047.72	58.33
TOTAL EXPENDITURES		825,644.00		481,596.28		30,766.56		344,047.72	58.33
Fund 591 - WATER FUND:									
TOTAL REVENUES		975,500.00		844,154.22		5,913.92		131,345.78	86.54
TOTAL EXPENDITURES		825,644.00		481,596.28		30,766.56		344,047.72	58.33
NET OF REVENUES & EXPENDITURES		149,856.00		362,557.94		(24,852.64)		(212,701.94)	241.94

PERIOD ENDING 11/30/2024

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2024 NORMAL (ABNORMAL)	MONTH 11/30/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 999 - PAYROLL CLEARING						
Revenues						
Dept 000 - BALANCE SHEET / GENERAL						
999-000-665.000	INTEREST	0.00	48.45	2.17	(48.45)	100.00
Total Dept 000 - BALANCE SHEET / GENERAL		0.00	48.45	2.17	(48.45)	100.00
TOTAL REVENUES		0.00	48.45	2.17	(48.45)	100.00
Fund 999 - PAYROLL CLEARING:						
TOTAL REVENUES		0.00	48.45	2.17	(48.45)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	48.45	2.17	(48.45)	100.00
TOTAL REVENUES - ALL FUNDS						
		2,689,730.00	3,890,591.47	41,489.60	(1,200,861.47)	144.65
TOTAL EXPENDITURES - ALL FUNDS						
		2,378,241.00	1,489,571.63	99,548.51	888,669.37	62.63
NET OF REVENUES & EXPENDITURES		311,489.00	2,401,019.84	(58,058.91)	(2,089,530.84)	770.82

VILLAGE OF LAKE ODESSA
RECONCILED
CHECKING / SAVINGS / INVESTMENT ACCOUNT BALANCES
AS OF NOVEMBER 30, 2024

POOLED CASH	CHECKING	UNION BANK	
GENERAL FUND			\$ 516,682.88
MAJOR STREET FUND			\$ 579,465.46
LOCAL STREET FUND			\$ 357,903.16
GENERAL HIGHWAY FUND			\$ 502,102.04
WATER FUND			\$ 500,819.63
			<u>\$ 2,456,973.17</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	\$ 4,589.85
DOWNTOWN DEVELOPMENT AUTHORITY	CHECKING	UNION BANK	\$ 62,662.87
ARTS COMMISSION	CHECKING	UNION BANK	\$ 36,332.16
GENERAL FUND	SAVINGS	PFCU	\$ 14.77
LAKWOOD COMMUNITY PROJECT	SAVINGS	UNION BANK	\$ 11,724.93
VEHICLE REPLACEMENT	SAVINGS	UNION BANK	\$ 70,236.84
WATER REPAIR, REPLACEMENT & IMPROVEMENT	SAVINGS	UNION BANK	\$ 297,136.96
WATER BOND RESERVE	SAVINGS	MI 1 COMM CU	\$ 120,443.13
WATER FUND	SAVINGS	PFCU	\$ 286.21
GENERAL FUND	INVESTMENT	MI CLASS	\$ 618,724.87
MAJOR STREET FUND	INVESTMENT	MI CLASS	\$ 121,344.86
GENERAL HIGHWAY FUND	INVESTMENT	MI CLASS	\$ 149,909.57
WATER FUND	INVESTMENT	MI CLASS	\$ 444,751.28
GENERAL FUND	CERTIFICATE OF DEPOSIT	UNION BANK	\$ 375,000.00
WATER FUND	CERTIFICATE OF DEPOSIT	UNION BANK	\$ 300,000.00

Lake Odessa Village
Zoning Administrator Report
November 2024

Permits:

On 11-19-24 I approved a zoning permit to MCM MI Construction LLC to demo a mobile home at 16 Charlie Circle Lot 16 in Lakewood Estates at 1615 Tupper Lake St.

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. They met on Nov. 25th.

815 Fifth Ave

The ticket has not been paid and I have heard that the property has been foreclosed on so hopefully the mortgage company will clean up and sell the home and property. *No new information.*

1304 Pleasant

I was given info that there are chickens being kept here. I sent out a letter and the ordinance page to the owners. I have not had any response. I have not received any new complaints, so I presume they have been removed.

Stuart Project

They are preparing to start construction of building 2. I sent them the minutes with the list of items to provide before a zoning permit can be applied for.

Public Hearing

**VILLAGE OF LAKE ODESSA
PUBLIC HEARING NOTICE**

A public hearing has been scheduled for Monday, December 16, 2024 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 FOURTH AVENUE**

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 ; 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 public hearing is to review and hear objections to the proposed vacation, abandonment, discontinuance, and/or abolishment of the aforementioned right-of-ways.

Public comments, either oral or written, are welcome at the Public Hearing. 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. 2024-62

**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, 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 ADOPTED.

Dated: December 16, 2024

Kathy Forman, Village Clerk

Lake Odessa Village Council
Ionia County, Michigan

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

RESOLUTION NO. 2024-63

ACCEPTING PROPOSAL FROM WIGHTMAN & ASSOCIATES FOR ENGINEERING AND DESIGN SERVICES FOR THE MUNICIPAL BEACH PAVILION

WHEREAS, the pavilion at the Municipal Beach has fallen into disrepair and improvements are needed to upgrade the facility; and

WHEREAS, the Village’s Director of Public Works solicited a proposal from Wightman & Associates engineering and design work necessary to preparing specifications to replace the pavilion; and

WHEREAS, Wightman & Associates have proposed to complete engineering and design work for this project for a fee of \$47,000 plus an allowance of \$2,000 for reimbursable expenses; and

WHEREAS, no funds have been budgeted in the current fiscal year for such project but sufficient reserves exist upon which the Village can draw to perform this work; and

WHEREAS, Village officials believe that it is possible that the scope of work outlined could be reduced so as to lower the fee proposed;

NOW, THEREFORE, BE IT RESOLVED that the proposal submitted by Wightman & Associates for engineering and services for a new Municipal Beach pavilion is hereby accepted at a fee not to exceed \$47,000, plus reimbursable expenses, and Public Works Director Jesse Trout is hereby authorized to approve and accepted the proposal on behalf of the Village.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 16, 2024

Kathy Forman, Village Clerk



November 11, 2024

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

Attention: Jesse Trout, Director of Public Works

RE: LAKE ODESSA PAVILION

Dear Jesse:

Thank you for considering Wightman to design your new Pavilion. Wightman is a full-service consulting firm. Services offered include Architecture, Civil Engineering, and Surveying. Additional specialty services offered include Planning, GIS, Landscape Architecture, Interior Design, and Reality Capture. Our dynamic team of over 200+ professionals work to analyze, advise, design, and deliver successful projects. Our unique approach is to offer comprehensive multi-disciplinary services, industry expertise, accurate scope of work, and a passion for listening. As such, Wightman is pleased to present the following proposal for Lake Odessa's Pavilion.

Section I – Project Goals

We understand from the Conceptual Study dated 03/07/24 that the Village of Lake Odessa is interested in replacing your existing pavilion with a new structure that is approximately 3,450 sq. ft. in size. This new pavilion will provide covered seating, a fireplace, and men's and women's restrooms. Due to poor soils on the site, it will be necessary to over-excavate the entire site and provide proper fill to mitigate the differential settlement currently experienced.

We further understand that a Michigan Natural Resources Trust Fund Application was submitted earlier this year, and you are looking for Wightman to provide a sealed set of construction documents for bidding purposes.

At your request, we engaged Construction Simplified to provide us a conceptual budget for the project identified in the above study to confirm that the cost was still in line with the amount listed in the application. That estimate is included as an exhibit to this proposal.

Section II – Scope of Services

To achieve this objective, Wightman will provide architectural, interior design, mechanical, electrical, plumbing, structural, and civil engineering services throughout the Schematic Design, Design Development, Construction Document, and Bidding phases of the project. Construction Administration services will be provided at a future date.

Section III - Fees

We propose to complete the above Scope of Services for

- a fixed fee of **Forty-Seven Thousand Dollars (\$47,000.00)** plus reimbursable expenses. Fees for Construction Administration services will be performed under a separate proposal. We would suggest you budget \$2,000 for reimbursable expenses.

Jesse Trout, Director of Public Works

11/11/2024

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Section IV – Deliverables

Wightman will provide a sealed set of construction plans and specifications for use in bidding.

Section V – Schedule

We can begin work within two weeks of receiving a signed copy of this agreement.

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.

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

Respectfully,



Mark McRobie, Market Sector Leader
mmcrobie@gowightman.com
(724) 575-0294



Thomas P. McKercher, Regional Manager
tmckercher@gowightman.com
(269) 567-0060

This proposal is approved and accepted by:

By: _____
Signature

Date: _____

By: _____
Printed Name

Title: _____

Client/Company Name and Address (Billing)



Standard Terms and Conditions

Updated 4/1/2024

1. Agreement. Wightman & Associates, Inc. (hereinafter "Consultant") shall provide to the Client the scope of services described in Consultant's Proposal attached hereto. These Standard Terms and Conditions are incorporated into Consultant's Proposal, and together may be referred to as the "Agreement" and shall reflect the professional services (or "Project") for which Consultant is responsible. This Agreement shall be the full extent of the Consultant's obligations. The Consultant shall not be responsible for any obligations or costs except as contained in the Agreement.
2. Authorization. Client shall provide Consultant written authorization to proceed, provided that this signed Agreement by Client shall give the Consultant the right to proceed with the Project.
3. Standard of Care. The Consultant's standard of care for the purposes of this Agreement shall be consistent with the level of care and skill ordinarily exercised by members of its profession currently practicing under similar conditions in similar locations.
4. Terms of Payment/Late Payment Actions/Fees. Payment is due upon presentation of invoice and is past due thirty (30) days from invoice date. Client agrees to pay a finance charge of one and one-half percent (1 ½ %) per month, or the maximum rate allowed by law, whichever is less, on past due accounts.
5. Scope of Services/Additional Services/Changes. If the services covered by this Agreement have not been completed within twelve (12) months of the date of this Agreement (unless otherwise stipulated in the proposal), through no fault of Consultant, extension of Consultant's services beyond that time shall be compensated as "Additional Services." All Additional Services shall be billed separately, and the scope of the services and compensation shall be mutually agreed between the parties, but in any case, not less than Consultant's then-standard hourly rate, and all of Consultant's reimbursable expenses shall also be paid by Client to Consultant, in the amounts set forth below.
6. Hidden Conditions. Consultant is not responsible for latent deficiencies or hidden or concealed conditions not discovered by Consultant within the scope of its services. If Consultant has reason to believe that such a condition may exist, it will advise Client as to the nature of the suspected condition and its significance. Client will be responsible for all risks associated with this condition and for undertaking, at its sole cost and expense, additional investigation and corrective work, if required. If Consultant repairs or corrects any such deficiencies or conditions, Consultant shall be compensated for the same, as Additional Services.
7. Betterment. If, due to Consultant's negligence, error or omission, a required item or component of the project is not provided in the Consultant's construction documents, Consultant shall not be responsible for paying the cost required to add such item or component to the extent that such item or component should have been included in the original construction documents. Consultant shall not be responsible or liable for any cost or expense that provides betterment or upgrades or enhances the value of the Project.
8. Opinions of Cost. Consultant's opinions or estimates of probable construction cost are prepared on the basis of Consultant's experience and qualifications and represent Consultant's judgment as a professional generally familiar with the industry. However, since Consultant has no control over the cost of labor, materials, equipment, or services furnished by others, other contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from Client's budget or from Consultant's opinions or estimates of probable construction cost.
9. Code Interpretations. The Client acknowledges that the requirements of the Americans with Disabilities Act, as amended ("ADA") (as well as all state and local laws, codes, or ordinances), will be subject to various and possibly contradictory interpretations. Consultant will endeavor to use reasonable professional efforts to interpret applicable ADA and other building code requirements as they may apply to Consultant's services. Consultant cannot and does not promise, warrant, or guarantee that its services will comply with interpretations of building code requirements as they apply currently or in the future and unless the Consultant is negligent, the Client shall pay for any additional costs or expenses which are necessary to keep the Project in compliance with the ADA and all other laws, codes, or ordinances. Any changes made by Consultant shall be billed as Additional Services.
10. Use of Drawings, Specifications, and Other Documents. The drawings, specifications and other documents prepared by Consultant for this project are instruments of Consultant's services for use solely with respect to this Project and, unless otherwise provided, Consultant shall be deemed the author of these documents and shall retain all common law, statutory, and other reserved rights, including the copyright.
11. Retaining Records. Consultant will retain pertinent records relating to the services performed for a period of five years following submission of the report, during which period the records will be made available to Client at reasonable times.
12. Insurance Coverage. Consultant shall maintain the following types of insurance: (a) Professional Liability; (b) Commercial General Liability; (c) Workers' Compensation; (d) Employers' Liability; (e) Hired and non-owned automobiles. Client shall be responsible for purchasing and maintaining its own commercial liability and property insurance, including an all-risk policy covering all damages or casualty which occurred to the Project in an amount not less than the then full replacement cost of the Project. The Client's commercial liability insurance policy shall be written for an amount of not less than \$1 million, single-limit coverage. The Client's commercial liability and property insurance policy shall not be cancelled or modified without Consultant having received not less than thirty (30) days prior written notice. Consultant shall be named an additional insured on the Client's insurance policies. Client and Consultant waive rights against each other for loss, damage and/or liability to the extent covered by the insurance policies required to be maintained hereunder and each insurance policy hereunder shall contain a waiver of the insurer's rights of subrogation.
13. Limitations/Exclusions. Client agrees that Consultant's and Consultant's subconsultants' total, aggregate liability to Client and any third parties arising from Consultant's professional acts, errors or omissions, shall not exceed Consultant's total fee received for the Project.
14. The Law/Suspension/Termination/Non-Severability. All obligations arising prior to termination of this Agreement shall survive the completion of the services and termination of this Agreement. This Agreement shall be governed in all respects by the laws of the State of Michigan.
15. Indemnity. Except for the limitations set forth herein, Consultant agrees to indemnify and hold the Client harmless from all damage, liability or cost (including reasonable attorney fees and costs of defense) to the extent caused by Consultant's negligent acts, errors, or omissions in the performance of professional services under this

Agreement and those of its subconsultants or anyone for whom the Consultant is legally liable. The Client agrees to indemnify and hold Consultant harmless, from all damage, liability or cost (including reasonable attorney fees and costs of defense) to the extent caused by the Client's negligent acts, errors or omissions and by those for whom the Client is legally liable.

16. Force Majeure Clause. Neither party will be liable or responsible to the other party, or be deemed to have breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement, when and to the extent such failure or delay is caused by any: (i) flood, fire, or explosion; (ii) war, terrorism, invasion, riot, or other civil unrest; (iii) embargoes or blockades in effect on or after the date of this Agreement; (iv) national or regional emergency – including, but not limited to, pandemic, uncontrollable, and/or imminent spread of contagious disease; or (v) strikes, labor stoppages or slowdowns, or other industrial disturbances (each of the foregoing, a “Force Majeure”).
17. Certificate of Merit Requirement. Client shall make no claim for professional negligence, either directly or by way of a cross complaint against Consultant, unless Client has first provided Consultant with a written certification executed by an independent consultant currently practicing in the same discipline as Consultant and licensed in the state where the Project issue is located. This certification shall: (a) contain the name and license number of the certifier; (b) specify the acts or omissions that the certifier contends are not in conformance with the Standard of Care for a consultant performing professional services under similar circumstances; and (c) state in detail the basis for the certifier's opinion that such acts or omissions do not conform to the Standard of Care. This certificate shall be provided to Consultant not less than thirty (30) calendar days prior to the filing of any claim. This Certificate of Merit clause will take precedence over any existing state law in force at the time of any claim.
18. Jurisdiction and Venue. Notwithstanding anything in this Agreement to the contrary, Client agrees that any suit related to any dispute related to this Agreement shall be heard in the appropriate Court in the county of the Project. Client agrees that the appropriate County court shall have the subject matter jurisdiction and will be the appropriate venue for any interpretation or dispute related to this Agreement.
19. Termination. Consultant may terminate this Agreement for convenience by written notice to Client and in such event, the Consultant shall be paid only for all work under this Agreement that Consultant has completed to the date of termination on a prorated, equitable basis as reasonably determined by Consultant and which shall include Consultant's prorated profits, general conditions, and overhead.
20. Billing Rates. Below are Consultant's applicable hourly fees, which are subject to change at Consultant's sole discretion upon written notice to Client.*

Principal	\$275.00/hour
Licensed Staff VII	\$250.00/hour
Licensed Staff VI	\$230.00/hour
Licensed Staff V	\$210.00/hour
Licensed Staff IV.	\$195.00/hour
Licensed Staff III..	\$170.00/hour
Licensed Staff II.	\$155.00/hour
Licensed Staff I.....	\$140.00/hour
Professional Staff VI	\$200.00/hour
Professional Staff V	\$175.00/hour
Professional Staff IV	\$150.00/hour
Professional Staff III	\$125.00/hour
Professional Staff II	\$110.00/hour
Professional Staff I	\$100.00/hour
Technician VI	\$130.00/hour
Technician V	\$120.00/hour

Technician IV	\$110.00/hour
Technician III	\$100.00/hour
Technician II	\$90.00/hour
Technician I	\$75.00/hour
Administrative	\$85.00/hour
2-Person Survey Crew	\$200.00/hour
1-Person Survey Crew	\$160.00/hour
2-Person Survey Crew (Construction Staking)	\$220.00/hour
1-Person Survey Crew (Construction Staking)	\$180.00/hour
Expert Witness/Testimony	\$440.00/hour
Drone Pilot/Technician	\$165.00/hour
High-Definition Laser Scanning Technician	\$165.00/hour
High-Definition Laser Scanner Fee	\$165.00/hour
Aerial Drone Equipment.....	\$165.00/hour

21. Reimbursable Expenses.* Compensation for reimbursable expenses shall be computed as a multiple of 1.1 times the expense incurred for the following: Outside Consultants, Travel, Lodging, Postage, UPS, FedEx, Messenger, and Outside Reproduction. Compensation for mileage expenses shall be computed as a multiple of 1.1 times the Federal Rate. In-House Prints/Copies/Plots shall be charged as follows:

- Black & White Prints/Copies
 - 8 ½ x 11 \$0.19/sheet
 - 8 ½ x 14 \$0.19/sheet
 - 11 x 17 \$0.19/sheet
- Color Prints/Copies
 - 8 ½ x 11 \$0.85/sheet
 - 8 ½ x 14 \$0.85/sheet
 - 11 x 17 \$1.25/sheet
- Black & White Plots
 - 12 x 18 \$1.50/sheet
 - 18 x 24 \$2.75/sheet
 - 24 x 36 \$5.00/sheet
 - 30 x 42+ \$7.50/sheet
- Color Plots
 - 12 x 18 \$9.00/sheet
 - 18 x 24 \$18.00/sheet
 - 24 x 36 \$30.00/sheet
 - 30 x 42+ \$42.00/sheet

*Rates subject to change.

Lake Odessa Pavilion
Conceptual Budget
November 8, 2024

		Total	
Preconstruction Phase Services			
	Project Leadership & Management	\$	6,264
	Professional Architecture, Engineering, and Consultants	\$	-
	Reimbursable Expenses	\$	-
		<hr/>	
		PreConstruction Services Subtotal: \$	6,264
Cost of the Work			
024	BUILDING DEMOLITION	\$	17,500
030	CONCRETE	\$	60,210
042	MASONRY	\$	6,672
051	STEEL	\$	750
060	GENERAL TRADES & CARPENTRY	\$	35,644
075	ROOFING	\$	34,610
077	GUTTERS & DOWNSPOUTS	\$	3,840
079	CAULKING & JOINT SEALANTS	\$	500
092	FRAMING, DRYWALL, & ACOUSTICAL	\$	5,670
102	SPECIALTIES	\$	204,010
221	PLUMBING	\$	17,800
260	ELECTRICAL	\$	17,300
310	EARTHWORK & UTILITIES	\$	26,500
329	LANDSCAPING	\$	15,000
		<hr/>	
		Cost of the Work Subtotal: \$	446,006

Allowances and Contingencies

Owner Allowances		\$	-
Design (to be carried through design phase)	5.0%	\$	22,300
Construction	5.0%	\$	22,300
Allowance & Contingencies Subtotal:			\$ 44,601

Construction Support

Site Management & Leadership		\$	25,714
General Conditions		\$	21,227
Building Permit		\$	3,613
Bonding		\$	-
Insurances		\$	4,460
Inspections & Testing		\$	5,700
Survey & Layout		\$	3,000
Construction Support Subtotal:			\$ 63,715

Construction Phase Services

Project Management & Leadership		\$	15,429
Professional Architecture, Engineering, and Consultants		\$	-
Reimbursable Expenses		\$	-
CM Fee / OH&P		\$	52,057
Construction Services Subtotal:			\$ 67,486

Closeout Phase Services

\$ 2,400

Total Construction Contract Value:			\$ 630,471
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END OF PROJECT COST SUMMARY

							Key Metrics for Comparison					
Scopes / Item Descriptions	Unit	Quantity	\$\$\$	What	Who & Date	Comments and Action Discussion	Line Item Total	Trade Total	\$/ SF	\$/ Unit	% of Project	
Cost of Work												
024 BUILDING DEMOLITION							\$ -					
Demolish existing pavillion structure	LS	1	15,000.00	Subcontractor	CS Estimate		\$ 15,000	\$ 17,500	\$ 7.00	\$ 875.00	2.8%	
Cut, Cap and Make Safe - Existing Utilities	LS	1	2,500.00	Subcontractor	CS Estimate		\$ 2,500					
							\$ -					
030 CONCRETE							\$ -					
Site Concrete							\$ -	\$ 60,210	\$ 24.08	\$ 3,010.50	9.5%	
4" sidewalk misc. tie-ins - 5' wide	SF	100	6.00	Subcontractor	CS Estimate		\$ 600					
New 4" patio w/ reinforcement	SF	2000	6.00	Subcontractor	CS Estimate		\$ 12,000					
							\$ -					
Building Concrete							\$ -					
New 6" SOG w/ reinforcement	SF	2700	7.50	Subcontractor	CS Estimate		\$ 20,250					
Burnished and sealed concrete floor finish	SF	2700	2.00	Subcontractor	CS Estimate		\$ 5,400					
Footnigs/Foundations - CMU Structure	LF	133	120.00	Subcontractor	CS Estimate		\$ 15,960					
Spread Footings for Timber Structure	EA	12	500.00	Subcontractor	CS Estimate		\$ 6,000					
							\$ -					
042 MASONRY							\$ -					
CMU Wall 8' tall	LF	139	48.00	Subcontractor	CS Estimate		\$ 6,672	\$ 6,672	\$ 2.67	\$ 333.60	1.1%	
							\$ -					
051 STEEL							\$ -					
Steel lintels for door openings	EA	3	250.00	Subcontractor	CS Estimate		\$ 750	\$ 750	\$ 0.30	\$ 37.50	0.1%	
							\$ -					
060 GENERAL TRADES & CARPENTRY							\$ -					
Sheating material and labor	SF	3461	4.00	Subcontractor	CS Estimate		\$ 13,844	\$ 35,644	\$ 14.26	\$ 1,782.20	5.7%	
							\$ -					
Bath Accessories							\$ -					
Bath partitions for men and women restroom and accessories (mirror, hand dryer)	EA	2	5,000.00	Subcontractor	CS Estimate		\$ 10,000					
							\$ -					
Solid Surface Countertops	LF	20	165.00	Subcontractor	CS Estimate		\$ 3,300					
							\$ -					
Frames, Doors, & Hardware							\$ -					
Hollow Metal Doors - 3-0x7-0 with hardware	EA	2	2,500.00	Subcontractor	CS Estimate		\$ 5,000					
Hollow Metal Double Doors - with hardware	EA	1	3,500.00	Subcontractor	CS Estimate		\$ 3,500					
							\$ -					
075 ROOFING							\$ -					
Asphalt Shingle Roof - Assumes 6:12 pitch	SF	3461	10.00	Subcontractor	CS Estimate		\$ 34,610	\$ 34,610	\$ 13.84	\$ 1,730.50	5.5%	
							\$ -					
077 GUTTERS & DOWNSPOUTS							\$ -					
Aluminum gutters and downspouts with (6) downspouts	LF	192	20.00	Subcontractor	CS Estimate		\$ 3,840	\$ 3,840	\$ 1.54	\$ 192.00	0.6%	
							\$ -					
079 CAULKING & JOINT SEALANTS							\$ -					
Misc. Joint caulking	EA	1	500.00	Subcontractor	CS Estimate		\$ 500	\$ 500	\$ 0.20	\$ 25.00	0.1%	
							\$ -					

Scopes / Item Descriptions	Unit	Quantity	\$\$\$	What	Who & Date	Comments and Action Discussion	Line Item Total	Trade Total	\$/ SF	\$/ Unit	% of Project
092 FRAMING, DRYWALL, & ACOUSTICAL							\$ -	\$ 5,670	\$ 2.27	\$ 283.50	0.9%
Dust lid at restrooms with framing	SF	630	9.00	Subcontractor	CS Estimate		\$ 5,670				
							\$ -				
102 SPECIALTIES							\$ -	\$ 204,010	\$ 81.60	\$ 10,200.50	32.4%
CMU and Stone Fire Place	SF	600	100.00	Subcontractor	CS Estimate		\$ 60,000				
							\$ -				
Douglas Fir Timber Pavilion Structure	LS	1	104,650.00	Subcontractor	Homestead Timbers - 11/6/24		\$ 104,650				
Material to be #1 grade or better. All materials to be 8x8 and 8x10. Oak dowels in timber frame only.							\$ -				
S4S Finish, Pre cut timber with standard timber frame joinery							\$ -				
All mortice and tenons to be pre-drilled.							\$ -				
							\$ -				
White Pine Timber Pavilion Structure	LS	0	76,540.00	Subcontractor	Homestead Timbers - 11/6/24		\$ -				
Material is #2 Grade or better. All materials to be 8x8 and 8x10. Oak dowels in timber frame only.							\$ -				
S4S Finish, Pre cut timber with standard timber frame joinery							\$ -				
All Mortice and tenons to be pre-drilled							\$ -				
							\$ -				
Lumber Delivery	LS	1	4,750.00	Subcontractor	Homestead Timbers - 11/6/24		\$ 4,750				
							\$ -				
Timber Structure Erection	SF	3461	10.00	Subcontractor	CS Estimate		\$ 34,610				
							\$ -				
							\$ -				
221 PLUMBING							\$ -	\$ 17,800	\$ 7.12	\$ 890.00	2.8%
Underslab sanitary and connection to existing	LS	1	1,000.00	Subcontractor	CS Estimate		\$ 1,000				
Toilet Fixtures	EA	8	1,250.00	Subcontractor	CS Estimate		\$ 10,000				
Bath Sinks	EA	6	500.00	Subcontractor	CS Estimate		\$ 3,000				
Hi-lo Water Fountain	EA	1	3,500.00	Subcontractor	CS Estimate		\$ 3,500				
Studor Vent and piping	EA	2	150.00	Subcontractor	CS Estimate		\$ 300				
							\$ -				
							\$ -				
260 ELECTRICAL							\$ -	\$ 17,300	\$ 6.92	\$ 865.00	2.7%
Base - Service, Gear, Panels, Lights & Plug Circuits							\$ -				
Modification to existing panel circuitry and wiring (assume re-use of panel)	LS	1	10,000.00	Subcontractor	CS Estimate		\$ 10,000				
							\$ -				
Light Fixture Package							\$ -				
Under Pavillion	EA	8	350.00	Subcontractor	CS Estimate		\$ 2,800				
Storage/Plumbing Room	EA	2	250.00	Subcontractor	CS Estimate		\$ 500				
Restrooms	EA	16	250.00	Subcontractor	CS Estimate		\$ 4,000				
							\$ -				
							\$ -				
							\$ -				
310 EARTHWORK & UTILITIES							\$ -	\$ 26,500	\$ 10.60	\$ 1,325.00	4.2%
SESC Controls	LS	1	1,500.00	Subcontractor	CS Estimate		\$ 1,500				
							\$ -				
Rough Site Grading (After Demo)	LS	1	5,000.00	Subcontractor	CS Estimate		\$ 5,000				
							\$ -				

Scopes / Item Descriptions	Unit	Quantity	\$\$\$	What	Who & Date	Comments and Action Discussion	Line Item Total	Trade Total	\$/ SF	\$/ Unit	% of Project
Excavation for Foundations	LS	1	5,000.00	Subcontractor	CS Estimate		\$ 5,000				
							\$ -				
Foundation Backfill / Slab Prep	LS	1	5,000.00	Subcontractor	CS Estimate		\$ 5,000				
							\$ -				
Site grading for concrete	LS	1	2,500.00	Subcontractor	CS Estimate		\$ 2,500				
							\$ -				
Final Grading / Prep for Landscape / Topsoil	LS	1	7,500.00	Subcontractor	CS Estimate		\$ 7,500				
							\$ -				
							\$ -				
							\$ -				
329 LANDSCAPING							\$ -	\$ 15,000	\$ 6.00	\$ 750.00	2.4%
Trees, plantings, hydroseed	LS	1	15,000.00	Subcontractor	CS Estimate		\$ 15,000				
							\$ -				
							\$ -				
							\$ -				
Cost of Work Subtotals							\$ 446,006	\$ 446,006	\$ 178.40	\$ 22,300.30	70.7%
Allowances & Contingencies											
			\$\$\$	What	Name / Who						
Owner Allowances											
Owner Allowance #1	LS	1			Owner Allowance		\$ -	\$ -	\$ -	\$ -	0.0%
Owner Allowance #2	LS	1			Owner Allowance		\$ -	\$ -	\$ -	\$ -	0.0%
Scope Specific Contingencies:											
SS Contingency #1	LS	1			Owner Contingency		\$ -	\$ -	\$ -	\$ -	0.0%
SS Contingency #2	LS	1			Owner Contingency		\$ -	\$ -	\$ -	\$ -	0.0%
Design Contingency											
	LS	5.00%	\$ 446,006		Calculated from Cost of Work Subtotal		\$ 22,300	\$ 22,300	\$ 8.92	\$ 1,115.02	3.5%
Construction Contingency											
	LS	5.00%	\$ 446,006		Calculated from Cost of Work Subtotal		\$ 22,300	\$ 22,300	\$ 8.92	\$ 1,115.02	3.5%
Allowance & Contingencies Subtotals							\$ 44,601	\$ 44,601	\$ 17.84	\$ 2,230.03	7.1%
Construction Support											
			\$\$\$	What	Name / Who						
General Conditions											
	LS	1	\$ 21,227			See GCs Detail Sheet for Complete Inclusions	\$ 21,227	\$ 21,227	\$ 8.49	\$ 1,061.36	3.4%
Site Management Staffing											
	LS	1	\$ 25,714	Construction Simplified		See CS Mgmt. & Site Detail Sheet for Complete Inclusions	\$ 25,714	\$ 25,714	\$ 10.29	\$ 1,285.71	4.1%
Building Permit											
BUILDING PERMIT (1 = YES, 0 = NO)		1	\$ 550,708	Building Permit		Project Total Value per AHJ Submission	\$ 3,613	\$ 3,613	\$ 1.45	\$ 180.66	0.6%
JURISDICTION											
Lake Odessa											
COST FOR FIRST \$1,000.00	40.00	40									
COST FOR EACH ADDITIONAL \$1,000.00	6.50	3573									
PLAN REVIEW FEE (IF PROJECT > 1,000,000)	10%	0									
Bonding											
Surety Bond	LS	-		P&P Bond			\$ -	\$ -	\$ -	\$ -	0.0%
Insurances											
Liability Insurance	%	1.00%	\$ 446,006	Insurance	CS		\$ 4,460	\$ 4,460	\$ 1.78	\$ 223.00	0.7%
Design Build Insurance	LS	-		Insurance	CS		\$ -	\$ -	\$ -	\$ -	
Builder's Risk Insurance	LS	1		Insurance	BHS - XX.XX.XX		\$ -	\$ -	\$ -	\$ -	
Inspections & Testing											
Site Inspections											
Subsurface / Geotech	LS	1	\$ 1,500	CS Allowance			\$ 1,500	\$ 1,500	\$ 2.28	\$ 285.00	0.9%
Reinforcing	LS	1	\$ 1,200	CS Allowance			\$ 1,200	\$ 1,200			
Masonry	LS	1	\$ 750	CS Allowance			\$ 750	\$ 750			

Scopes / Item Descriptions	Unit	Quantity	\$\$\$	What	Who & Date	Comments and Action Discussion	Line Item Total	Trade Total	\$\$ / SF	\$\$ / Unit	% of Project
Materials Testing											
Concrete	LS	1	\$ 1,500	CS Allowance			\$ 1,500				
Masonry	LS	1	\$ 750	CS Allowance			\$ 750				
Trade 3rd Party Inspections & Certs											
Steel	LS	0	\$ -	CS Allowance			\$ -				
Fireproofing	LS	0	\$ -	CS Allowance			\$ -				
Firesafing	LS	0	\$ -	CS Allowance			\$ -				
Survey & Layout											
Site & Utility Staking	LS	1	\$ 1,500	CS Allowance			\$ 1,500	\$ 3,000	\$ 1.20	\$ 150.00	0.5%
Building Construction Staking	LS	1	\$ 1,500	CS Allowance			\$ 1,500				
Construction Support Subtotal							\$ 63,715	\$ 63,715	\$ 25.49	\$ 3,185.73	10.1%
Construction Management Services											
Precon Project Leadership											
	LS	1	\$ 6,264	Construction Simplified		See CS Mgmt. & Site Detail Sheet for Complete Inclusions	\$ 6,264	\$ 6,264	\$ 2.51	\$ 313.21	1.0%
Construction Project Leadership											
	LS	1	\$ 15,429	Construction Simplified		See CS Mgmt. & Site Detail Sheet for Complete Inclusions	\$ 15,429	\$ 15,429	\$ 6.17	\$ 771.43	2.4%
Closeout Project Leadership											
	LS	1	\$ 2,400	Construction Simplified		See CS Mgmt. & Site Detail Sheet for Complete Inclusions	\$ 2,400	\$ 2,400	\$ 0.96	\$ 120.00	0.4%
Construction Management Fee											
	%	9.00%	\$ 578,414				\$ 52,057	\$ 52,057	\$ 20.82	\$ 2,602.86	8.3%
Construction Management Subtotal							\$ 76,150	\$ 76,150	\$ 27.95	\$ 3,807.51	11.1%
							\$ 630,471		\$ 252.19	\$ 31,524	100.0%

Description	Unit	Quantity	\$\$\$		Comments and Action Discussion	Line Item Total	GC Category Total
			What	Name / Who			
Temporary Facilities							
Field Office - Rental	Months	0.0				\$ -	\$ -
Field Office - Furnishings	LS	0				\$ -	
Field Office - Technology	Months	0.0				\$ -	
Storage Trailers	Months	0.0				\$ -	
						\$ -	
Misc. Construction Requirements							
Project Signage	EA	1	750.00	Subcontractor Midwest Sign	Tri Post 2 panel single sided sides	\$ 750.00	\$ 1,750.00
Site Control Signage	LS	1	500.00	Subcontractor Midwest Sign	Wayfinding, Parking, Staging, Address	\$ 500.00	
Webcam	Months	3.0				\$ -	
Printing	LS	1	500.00	Subcontractor River City Repro		\$ 500.00	
Shipping	LS	0				\$ -	
						\$ -	
Safety Support							
OSHA & Safety Compliance	LS	1	300.00	Other CS Allowance		\$ 300.00	\$ 700.00
Safety Signage	LS	1	250.00	Material CS Allowance		\$ 250.00	
Temporary Fire Extinguishers	EA	1	150.00	Material CS Allowance		\$ 150.00	
Fall Protection	LS	0				\$ -	
						\$ -	
Cleaning & Debris Control							
Dumpsters	EA	3	500.00	Material CS Allowance		\$ 1,500.00	\$ 5,100.00
Progress Cleaning	MHS	103				\$ -	
Glass Cleaning	SF	0				\$ -	
Final Cleaning	SF	600	1.00	Material CS Allowance		\$ 600.00	
Site & Road Sweeping	Trips	6	500.00	Equipment CS Allowance		\$ 3,000.00	
						\$ -	
Winter Conditions							
Cold Weather Enclosures	LS	0				\$ -	\$ -
Temporary Heat - Equipment	LS	0				\$ -	
Temporary Heat - Gas Usage	Months	3.0				\$ -	
Snow Removal	Trips	0				\$ -	
						\$ -	
Temp Utilities							
Electric - Temp Facilities	Months	3.0			By Owner	\$ -	\$ 4,677.17
Electric - Building Construction	Months	3.0				\$ -	
Temporary Lighting - Exterior	LS	1	1000.00	Material CS Allowance		\$ 1,000.00	
Temporary Lighting - Interior	LS	1	500.00	Material CS Allowance		\$ 500.00	
Heating - Building Construction	Months	3.0				\$ -	
Water	Months	3.0				\$ -	
Toilets	EA	6	500.00	Material CS Allowance	# of toilets per month calculated	\$ 2,969.32	
Technology	Months	3.0	70.00	Material CS Allowance		\$ 207.85	
						\$ -	
Temp Barriers & Fencing							
Road, Street, & Meter Fees-Permitting	EA	0				\$ -	\$ 9,000.00

Temporary Barricades - Road & Exterior	EA	0			\$	-	
Temporary Partitions - Interior	LS	0			\$	-	
Window & Door Protection	LS	0			\$	-	
Protected Walkways	LS	0			\$	-	
Temporary Stairs & Railings	LS	0			\$	-	
Temporary Fencing	LS	600	15.00 Material	CS Allowance	\$	9,000.00	
					\$	-	
Materials & Equipment					\$	-	\$ -
Shop Support	Mhs	0			\$	-	
Cranes	Months	3.0			\$	-	
Lift(s)	Months	3.0			\$	-	
Operator	MHS	0			\$	-	
Misc. Equipment	LS	0			\$	-	
Fuel & Expendables	LS	0			\$	-	
Material Hoists - Vertical Access	Months	3.0			\$	-	
					\$	-	
					Total:	\$ 21,227.17	\$ 21,227.17

END OF GENERAL CONDITIONS

Lake Odessa Village Council
Ionia County, Michigan

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

RESOLUTION NO. 2024-64

**ACCEPTING PROPOSAL FROM WIGHTMAN & ASSOCIATES FOR SURVEY AND
ENGINEERING STREETS FOR STREET IMPROVEMENT PROJECTS**

WHEREAS, the capital improvements plan approved by the Village Council includes for improvements to Johnson, Emerson, Lincoln, Third Avenue and Second Avenue; and

WHEREAS, the Village’s Director of Public Works solicited a proposal from Wightman & Associates for survey and engineering services for improvements to Johnson, Emerson, Lincoln, Third Avenue and Second Avenue; and

WHEREAS, Wightman & Associates have proposed to complete survey and design work for these projects, and prepare a grant application for these improvements for a total cost of \$168,400; and

WHEREAS, completing this survey and design work is an essential component of the workplan for upgrading these 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 for street improvement projects, including those on Third Avenue and Second Avenue, is hereby accepted and Public Works Director Jesse Trout is hereby authorized to approve and accepted the proposal on behalf of the Village.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 16, 2024

Kathy Forman, Village Clerk



October 18, 2024

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

Attention: Jesse Trout, Department of Public Works Supervisor

**RE: PROPOSAL FOR PROFESSIONAL SURVEY AND ENGINEERING SERVICES
LOCAL STREET IMPROVEMENTS PROJECT**

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 our September 17, 2024 meeting and follow-up emails, it is our understanding the Village would like to improve and update several of their local streets.

We understand the goals for this project are:

- Secure direct grant funding to reduce the commitment of local Village funding
- Reconstruct the Village local streets on Johnson Street, Emerson Street, and Lincoln Street (west of 4th Avenue). The three combined streets are approximately 2,770' long.
 - Work includes removing existing pavement, installing new storm sewer, replacing existing watermain and services, installing new concrete curb and gutter, sand subbase, aggregate base, asphalt, drive approaches, and sidewalks.
- Reconstruct 3rd Avenue from 4th Street to 2nd Street dependent on funding options. This project is approximately 920' long and includes the same scope as above.
- Reconstruct 2nd Avenue from 4th Street north to the dead-end dependent on funding options. This project is approximately 200' long and includes the same scope as above except for the storm sewer installation.
- Combine street projects when feasible 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:

- **Category B Grant Application**

- Review site and collect photos to be included in the applications
- Review and update construction estimates for submittal
- Prepare a map of the project locations to be included in the applications
- Complete and submit up to 2 application forms for FY2026 construction. (Spring of 2025 is next open Application period)

- **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
- 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.
- Review of the existing stormwater system and design of proposed drainage improvements, including catch basins and storm sewer. We assume the new storm sewer will be connected to the adjacent existing storm sewer with sufficient capacity
- 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 storm sewer improvements, 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

o 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

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 each phase according to the following fees. The phases are proposed as lump sum fixed fee and include all reimbursable expenses.

Category B Grant Application	\$3,600
<u>Survey and Design Engineering – Johnson, Emerson, and Lincoln</u>	<u>\$108,400</u>
Total	\$112,000

<i>Optional Services</i>		(circle one)
Survey and Design Engineering – 3 rd Avenue	+\$42,900	include or decline
<u>Survey and Design Engineering – 2nd Avenue</u>	<u>+\$13,500</u>	<u>include or decline</u>

Total Fee _____

Our fees assume the optional projects on 3rd Avenue and 2nd Avenue will be designed concurrently as one project plan set and bid package. 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

- Category B Grant Applications
- 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

We can begin work within 2 weeks of award and can be complete within the tentative schedule listed below.

Approval from Village	November 18, 2024*
Project Kick-off Meeting w/ Village	December 4, 2024
Complete Topographic Survey & Pavement Borings	January 17, 2025
Develop Base Plans (30%)	February 14, 2025
Develop Preliminary/Permitting Plans (80%)	April 4, 2025
Submit Permit Application to EGLE	April 18, 2025
Submit Category B Grant Application	April 18, 2025*
Prepare Final Plans and Specs for Village Review	June 27, 2025
Receive Village review comments	July 11, 2025*
Finalize Bid Documents	July 25, 2025
Construction Bid Letting	August -December 2025**
Construction	Spring/Summer 2026

*Estimated date beyond our control

** Dependent on grant award

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

10/18/2024

Page 5

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)



Standard Terms and Conditions

Updated 4/1/2024

1. Agreement. Wightman & Associates, Inc. (hereinafter "Consultant") shall provide to the Client the scope of services described in Consultant's Proposal attached hereto. These Standard Terms and Conditions are incorporated into Consultant's Proposal, and together may be referred to as the "Agreement" and shall reflect the professional services (or "Project") for which Consultant is responsible. This Agreement shall be the full extent of the Consultant's obligations. The Consultant shall not be responsible for any obligations or costs except as contained in the Agreement.
2. Authorization. Client shall provide Consultant written authorization to proceed, provided that this signed Agreement by Client shall give the Consultant the right to proceed with the Project.
3. Standard of Care. The Consultant's standard of care for the purposes of this Agreement shall be consistent with the level of care and skill ordinarily exercised by members of its profession currently practicing under similar conditions in similar locations.
4. Terms of Payment/Late Payment Actions/Fees. Payment is due upon presentation of invoice and is past due thirty (30) days from invoice date. Client agrees to pay a finance charge of one and one-half percent (1 ½ %) per month, or the maximum rate allowed by law, whichever is less, on past due accounts.
5. Scope of Services/Additional Services/Changes. If the services covered by this Agreement have not been completed within twelve (12) months of the date of this Agreement (unless otherwise stipulated in the proposal), through no fault of Consultant, extension of Consultant's services beyond that time shall be compensated as "Additional Services." All Additional Services shall be billed separately, and the scope of the services and compensation shall be mutually agreed between the parties, but in any case, not less than Consultant's then-standard hourly rate, and all of Consultant's reimbursable expenses shall also be paid by Client to Consultant, in the amounts set forth below.
6. Hidden Conditions. Consultant is not responsible for latent deficiencies or hidden or concealed conditions not discovered by Consultant within the scope of its services. If Consultant has reason to believe that such a condition may exist, it will advise Client as to the nature of the suspected condition and its significance. Client will be responsible for all risks associated with this condition and for undertaking, at its sole cost and expense, additional investigation and corrective work, if required. If Consultant repairs or corrects any such deficiencies or conditions, Consultant shall be compensated for the same, as Additional Services.
7. Betterment. If, due to Consultant's negligence, error or omission, a required item or component of the project is not provided in the Consultant's construction documents, Consultant shall not be responsible for paying the cost required to add such item or component to the extent that such item or component should have been included in the original construction documents. Consultant shall not be responsible or liable for any cost or expense that provides betterment or upgrades or enhances the value of the Project.
8. Opinions of Cost. Consultant's opinions or estimates of probable construction cost are prepared on the basis of Consultant's experience and qualifications and represent Consultant's judgment as a professional generally familiar with the industry. However, since Consultant has no control over the cost of labor, materials, equipment, or services furnished by others, other contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from Client's budget or from Consultant's opinions or estimates of probable construction cost.
9. Code Interpretations. The Client acknowledges that the requirements of the Americans with Disabilities Act, as amended ("ADA") (as well as all state and local laws, codes, or ordinances), will be subject to various and possibly contradictory interpretations. Consultant will endeavor to use reasonable professional efforts to interpret applicable ADA and other building code requirements as they may apply to Consultant's services. Consultant cannot and does not promise, warrant, or guarantee that its services will comply with interpretations of building code requirements as they apply currently or in the future and unless the Consultant is negligent, the Client shall pay for any additional costs or expenses which are necessary to keep the Project in compliance with the ADA and all other laws, codes, or ordinances. Any changes made by Consultant shall be billed as Additional Services.
10. Use of Drawings, Specifications, and Other Documents. The drawings, specifications and other documents prepared by Consultant for this project are instruments of Consultant's services for use solely with respect to this Project and, unless otherwise provided, Consultant shall be deemed the author of these documents and shall retain all common law, statutory, and other reserved rights, including the copyright.
11. Retaining Records. Consultant will retain pertinent records relating to the services performed for a period of five years following submission of the report, during which period the records will be made available to Client at reasonable times.
12. Insurance Coverage. Consultant shall maintain the following types of insurance: (a) Professional Liability; (b) Commercial General Liability; (c) Workers' Compensation; (d) Employers' Liability; (e) Hired and non-owned automobiles. Client shall be responsible for purchasing and maintaining its own commercial liability and property insurance, including an all-risk policy covering all damages or casualty which occurred to the Project in an amount not less than the then full replacement cost of the Project. The Client's commercial liability insurance policy shall be written for an amount of not less than \$1 million, single-limit coverage. The Client's commercial liability and property insurance policy shall not be cancelled or modified without Consultant having received not less than thirty (30) days prior written notice. Consultant shall be named an additional insured on the Client's insurance policies. Client and Consultant waive rights against each other for loss, damage and/or liability to the extent covered by the insurance policies required to be maintained hereunder and each insurance policy hereunder shall contain a waiver of the insurer's rights of subrogation.
13. Limitations/Exclusions. Client agrees that Consultant's and Consultant's subconsultants' total, aggregate liability to Client and any third parties arising from Consultant's professional acts, errors or omissions, shall not exceed Consultant's total fee received for the Project.
14. The Law/Suspension/Termination/Non-Severability. All obligations arising prior to termination of this Agreement shall survive the completion of the services and termination of this Agreement. This Agreement shall be governed in all respects by the laws of the State of Michigan.
15. Indemnity. Except for the limitations set forth herein, Consultant agrees to indemnify and hold the Client harmless from all damage, liability or cost (including reasonable attorney fees and costs of defense) to the extent caused by Consultant's negligent acts, errors, or omissions in the performance of professional services under this

Agreement and those of its subconsultants or anyone for whom the Consultant is legally liable. The Client agrees to indemnify and hold Consultant harmless, from all damage, liability or cost (including reasonable attorney fees and costs of defense) to the extent caused by the Client's negligent acts, errors or omissions and by those for whom the Client is legally liable.

16. Force Majeure Clause. Neither party will be liable or responsible to the other party, or be deemed to have breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement, when and to the extent such failure or delay is caused by any: (i) flood, fire, or explosion; (ii) war, terrorism, invasion, riot, or other civil unrest; (iii) embargoes or blockades in effect on or after the date of this Agreement; (iv) national or regional emergency – including, but not limited to, pandemic, uncontrollable, and/or imminent spread of contagious disease; or (v) strikes, labor stoppages or slowdowns, or other industrial disturbances (each of the foregoing, a “Force Majeure”).
17. Certificate of Merit Requirement. Client shall make no claim for professional negligence, either directly or by way of a cross complaint against Consultant, unless Client has first provided Consultant with a written certification executed by an independent consultant currently practicing in the same discipline as Consultant and licensed in the state where the Project issue is located. This certification shall: (a) contain the name and license number of the certifier; (b) specify the acts or omissions that the certifier contends are not in conformance with the Standard of Care for a consultant performing professional services under similar circumstances; and (c) state in detail the basis for the certifier's opinion that such acts or omissions do not conform to the Standard of Care. This certificate shall be provided to Consultant not less than thirty (30) calendar days prior to the filing of any claim. This Certificate of Merit clause will take precedence over any existing state law in force at the time of any claim.
18. Jurisdiction and Venue. Notwithstanding anything in this Agreement to the contrary, Client agrees that any suit related to any dispute related to this Agreement shall be heard in the appropriate Court in the county of the Project. Client agrees that the appropriate County court shall have the subject matter jurisdiction and will be the appropriate venue for any interpretation or dispute related to this Agreement.
19. Termination. Consultant may terminate this Agreement for convenience by written notice to Client and in such event, the Consultant shall be paid only for all work under this Agreement that Consultant has completed to the date of termination on a prorated, equitable basis as reasonably determined by Consultant and which shall include Consultant's prorated profits, general conditions, and overhead.
20. Billing Rates. Below are Consultant's applicable hourly fees, which are subject to change at Consultant's sole discretion upon written notice to Client.*

Principal	\$275.00/hour
Licensed Staff VII	\$250.00/hour
Licensed Staff VI	\$230.00/hour
Licensed Staff V	\$210.00/hour
Licensed Staff IV.	\$195.00/hour
Licensed Staff III..	\$170.00/hour
Licensed Staff II.	\$155.00/hour
Licensed Staff I.....	\$140.00/hour
Professional Staff VI	\$200.00/hour
Professional Staff V	\$175.00/hour
Professional Staff IV	\$150.00/hour
Professional Staff III	\$125.00/hour
Professional Staff II	\$110.00/hour
Professional Staff I	\$100.00/hour
Technician VI	\$130.00/hour
Technician V	\$120.00/hour

Technician IV	\$110.00/hour
Technician III	\$100.00/hour
Technician II	\$90.00/hour
Technician I	\$75.00/hour
Administrative	\$85.00/hour
2-Person Survey Crew	\$200.00/hour
1-Person Survey Crew	\$160.00/hour
2-Person Survey Crew (Construction Staking)	\$220.00/hour
1-Person Survey Crew (Construction Staking)	\$180.00/hour
Expert Witness/Testimony	\$440.00/hour
Drone Pilot/Technician	\$165.00/hour
High-Definition Laser Scanning Technician	\$165.00/hour
High-Definition Laser Scanner Fee	\$165.00/hour
Aerial Drone Equipment.....	\$165.00/hour

21. Reimbursable Expenses.* Compensation for reimbursable expenses shall be computed as a multiple of 1.1 times the expense incurred for the following: Outside Consultants, Travel, Lodging, Postage, UPS, FedEx, Messenger, and Outside Reproduction. Compensation for mileage expenses shall be computed as a multiple of 1.1 times the Federal Rate. In-House Prints/Copies/Plots shall be charged as follows:

- Black & White Prints/Copies
 - 8 ½ x 11 \$0.19/sheet
 - 8 ½ x 14 \$0.19/sheet
 - 11 x 17 \$0.19/sheet
- Color Prints/Copies
 - 8 ½ x 11 \$0.85/sheet
 - 8 ½ x 14 \$0.85/sheet
 - 11 x 17 \$1.25/sheet
- Black & White Plots
 - 12 x 18 \$1.50/sheet
 - 18 x 24 \$2.75/sheet
 - 24 x 36 \$5.00/sheet
 - 30 x 42+ \$7.50/sheet
- Color Plots
 - 12 x 18 \$9.00/sheet
 - 18 x 24 \$18.00/sheet
 - 24 x 36 \$30.00/sheet
 - 30 x 42+ \$42.00/sheet

*Rates subject to change.

Lake Odessa Village Council
Ionia County, Michigan

Trustee _____, supported by Trustee _____, 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:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 16, 2024

Kathy Forman, Village Clerk

Lake Odessa Village Council
Ionia County, Michigan

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

RESOLUTION NO. 2024-66

**APPROVING RETAINING THE CURRENT HEALTH INSURANCE PLAN OFFERED
EMPLOYEES DURING FISCAL YEAR 2025-26**

WHEREAS, the Village of Lake Odessa is committed to providing its full-time employees with options for health insurance that provide affordable, quality coverage and, during 2024, has offered the Blue Care Network HSA HMO Gold Option 1 \$3200/0% Company HSA Contribution Plan; and

WHEREAS, the current plan is no longer offered and its substitute will result in a cost increase for coverage estimated to be 12.05% or \$10,470.60 annually; and

WHEREAS, Village administrators evaluated available alternatives, concluding that BCN HSA HMO Gold Option 2 was the only feasible option, one that would achieve cost savings for the Village; and

WHEREAS, Village administrators, in evaluating making such a change, were concerned that costs savings were achieved by shifting costs to employees, a result that could make Village employment less attractive to current and prospective employees, leading to turn-over and adding to recruitment challenges, offsetting costs savings; and

WHEREAS, Village administrators determined that the amount paid to employees who opt out of health insurance coverage, which is currently \$3,000 per year for those who opt out of health insurance but receive vision and/or dental coverage and \$3,300 per year for those who opt out of all such coverages, has not been increased in several years and warrants adjustment;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Blue Care network HSA HMO Gold Option 1 will be retained for 2024 with participating employees remaining responsible for paying 20% of monthly premiums; and
2. Full-time employees that opt out of medical health insurance – but still elect to receive vision and/ or dental coverage -- will receive an annual stipend for \$3,000.00 on their anniversary date. Employees that opt out of medical health insurance, dental insurance, and vision insurance in total shall receive a stipend of \$3,300.00 on their anniversary date. These stipends may be prorated based on any qualifying event that necessitates enrolling outside of the open enrollment period; and

3. The Village will fund full-time employees' HSA deductible at the rate of \$3,300 for employee-only medical policies and \$4,950 for employees with dependent medical policies. HSA accounts will be funded at those amounts on January 1 each year for employees then enrolled in the HSA Plan. These amounts will be prorated for new hires that enroll outside the open enrollment period and for current employees who previously opted out but are allowed to enroll because of a qualifying event.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 16, 2024

Kathy Forman, Village Clerk

January 2025 Blue Cross Blue Shield Renewal & Options Village of Lake Odessa

Medical	2024 BCN HSA HMO Gold option 1 \$3,200 / 0% Company HSA Contribution: Single \$3,200 / Family \$4,800	2024 BCN HSA HMO Gold option 1 \$3,300 / 0% Company HSA Contribution: Single \$3,300 / Family \$4,950
Deductible	Current	Renewal Compliant Version
	Single Family	
	\$3,200 \$6,400	\$3,300 \$6,600
	0%	0%
Coinsurance		
Annual Out of Pocket Maximum	\$3,200	\$3,300
<i>*Applies to deductibles, copays and coinsurance amounts for all covered services - including prescription drugs</i>	\$6,400	\$6,600
Hospital	Covered in full after deductible	Covered in full after deductible
Emergency Room	Covered in full after deductible	Covered in full after deductible
Preventive Care	Covered in full	Covered in full
Office Visit	Covered in full after deductible	Covered in full after deductible
Specialist Visit	Covered in full after deductible	Covered in full after deductible
Urgent Care Visit	Covered in full after deductible	Covered in full after deductible
Prescription Drugs		
	Tier 1a / Tier 1b Tier 2 Tier 3	Covered in full after deductible
Premium (Age rated per individual)	Current - Employer	Current - Employee
Kendra Backing / children (44, 24, 14)	\$879.15	\$192.75
Kathy Forman / spouse (60,60)	\$1,387.73	\$321.41
Scott Hubbert / family (53, 53, 25)	\$1,332.19	\$302.76
Jacob Hanson / family (27, 26,1)	\$790.10	\$172.43
Jesse Trout / family dental/vision only (38, 43, 16, 10)	\$152.12	\$0.00
James Wortley / family dental/vision only (42, 37, 12)	\$111.80	\$0.00
Monthly	\$4,653.09	\$989.35
Annual Employer HSA funding (\$3,000 for single; \$5,200 for family)	\$19,200	\$0
Yearly	\$75,037.08	\$11,872.20
Percentage/Decrease from Current		12.05%
Increase/Decrease from Current		\$10,470.60

*Rates quoted are for a 01/01/2025 effective date

***Disclaimer**

This is intended as an easy-to-read summary. It is not a contract. Additional limitations and exclusions may apply to covered services. Insurance Plan Administrators assumes no responsibility for inaccurate or incorrect information. Please refer directly to the individual carrier for complete information.

Insurance Plan Administrators

January 2025 Blue Cross Blue Shield Renewal & Options Village of Lake Odessa

Medical	2024 BCN HSA HMO Gold option 1 Company HSA Contribution: Single \$3,300 / Family \$4,950	BCN HSA HMO Gold option 2 \$2,500 / 0% (change HSA contribution to: Single \$2,500 / Family \$3,750)	BCN HSA HMO Gold option 2 \$2,500 / 0% (change HSA contribution to: Single \$2,200 / Family \$3,600)
Deductible	Renewal Compliant Version \$3,300 (embedded) \$6,600	Option 2 \$2,500 (aggregate) \$5,000	
Coinsurance	0%	0% / 50% for certain services	
Annual Out of Pocket Maximum	\$3,300 \$6,600	\$4,500 \$9,000	
<i>*Applies to deductibles, copays and coinsurance amounts for all covered services - including prescription drugs</i>			
Hospital	Covered in full after deductible	Covered in full after deductible	
Emergency Room	Covered in full after deductible	Covered in full after deductible	
Preventive Care	Covered in full	Covered in full	
Office Visit	Covered in full after deductible	Covered in full after deductible	
Specialist Visit	Covered in full after deductible	Covered in full after deductible	
Urgent Care Visit	Covered in full after deductible	Covered in full after deductible	
Prescription Drugs	Covered in full after deductible	Copay after deductible \$15 / \$40 \$80 \$100	
	Tier 1a / Tier 1b Tier 2 Tier 3		
Premium (Age rated per individual)	Renewal - Employer	Renewal - Employee	BCN Option 2 - Employer
Kendra Backing / children (44, 24, 14)	\$992.58	\$220.44	\$1,028.18
Kathy Forman / spouse (60,60)	\$1,615.95	\$378.41	\$1,677.04
Scott Hubbert / family (53, 53, 25)	\$1,538.98	\$354.42	\$1,596.22
Jacob Hanson / family (27, 26, 1)	\$893.95	\$197.78	\$925.88
Jesse Trout / family dental/vision only (38, 43, 16, 10)	\$157.78	\$0.00	\$157.78
James Wortley / family dental/vision only (42, 37, 12)	\$114.70	\$0.00	\$114.70
Monthly	\$5,313.94	\$1,151.05	\$5,499.79
Annual Employer HSA funding (\$3,000 for single; \$5,200 for family)	\$19,800	\$0	\$15,000
Yearly	\$83,567.30	\$13,812.58	\$80,997.48
Percentage			-2.07%
Increase/Decrease from Renewal			-\$2,012.28

*Rates quoted are for a 01/01/2025 effective date

***Disclaimer**

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Insurance Plan Administrators

Lake Odessa Village Council
Ionia County, Michigan

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

RESOLUTION NO. 2024-67

ACCEPTING PROPOSAL OF REHMANN FOR PREPARATION OF ANNUAL AUDITS FOR FISCAL YEARS ENDING IN 2025 THROUGH 2029

WHEREAS, the Village is required to have an independent audit of its finances performed annually; and

WHEREAS, Walker, Fluke & Sheldon, PLC, the firm that has performed the Village’s audits for many years was recently acquired by Rehmann; and

WHEREAS, because of this acquisition, Village administrators felt that it was prudent to solicit proposals from Rehmann and other firms known to have performed audits for local governments in West Michigan; and

WHEREAS, proposals were received from four firms for performing audit services, including preparing the single audit for major Federal grant programs, if necessary, and filing required reports with the State of Michigan, the costs of which are summarized in the following table:

Firm Name	2025	2026	2027	2028	2029
Rehmann*	\$14,800	\$15,800	\$15,800	\$16,900	\$17,900
Fed. Grant Single Audit	\$2,000	\$2,000	\$2,000	\$2,250	\$2,250
Siegfried Crandall**	\$12,500	\$13,000	\$13,500	\$14,000	\$14,500
Fed. Grant Single Audit	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Vredeveld Haefner**	\$14,250	\$14,825	\$15,325	\$15,900	\$16,500
Fed. Grant Single Audit	\$3,950	\$4,050	\$4,150	\$4,200	\$4,250
Gabridge & Co**	\$15,960	\$16,400	\$16,800	\$17,200	\$17,600
Fed. Grant Single Audit	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
* Fees proposed are estimated					
** Fees proposed are not to exceed amounts.					

; and

WHEREAS, Village administrators have reviewed all proposals and concluded that all firms are capable of providing the audit services the Village requires; and

WHEREAS, Village administrators believe that familiarity with the Village’s staff and the organization’s accounting practices and procedures is an important consideration in awarding a contract for this work in that it assures continuity in the presentation of important financial information; and

WHEREAS, Dave DeHaan and Ross Sprague, who were previously associated with Walker, Fluke & Sheldon, will act as Engagement Principal and Senior Manager respectively if Rehmann's proposal is accepted, providing further assurances of continuity with previous audit.

NOW, THEREFORE, BE IT RESOLVED, the proposal presented by Rehmann for preparation of the annual audit for fiscal years ending in 2025 through 2029 is hereby accepted.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: December 16, 2024

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. 2024-68

A RESOLUTION TO ESTABLISH THE COST-OF-LIVING WAGE ADJUSTMENT FOR FISCAL YEAR 2025-26

WHEREAS, as part of the Village of Lake Odessa’s annual budget planning process, non-union staff wages are typically increased to account for a rise in inflation and the cost of living; and

WHEREAS, the Village Council has determined that it is reasonable and prudent to utilize a standard methodology when calculating cost-of-living adjustments; and

WHEREAS, the Village Council has further determined that a realistic standard for determining cost-of-living adjustments for fiscal year 2025-26 is the computation published by the Social Security Administration in October of 2024.

NOW, THEREFORE, BE IT RESOLVED, that the cost-of-living increase for non-union employees for fiscal year 2025-26 shall be 2.5%.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED _____.

Dated: December 16, 2024

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. 2024-69

**APPROVING THE APPOINTMENT LIST AS PRESENTED FOR VARIOUS VILLAGE POSTS,
BOARDS AND COMMISSIONS**

WHEREAS, per Michigan PA 3 of 1895 (the "General Law Village Act"):

"The president may nominate and the council appoint such officers as shall be provided for by resolution or ordinance of the council. The council may provide by ordinance or resolution for the appointment of other officers whose election or appointment is not specifically provided for in this act, as the council considers necessary for the execution of the powers granted by this act. The council may require that the officers perform their duties faithfully and that proper measures be taken to punish neglect of duty by an officer," and;

WHEREAS, the Lake Odessa Village President, the Hon. Karen L. Banks, has presented a list of appointments for various posts, boards and commissions for the Village of Lake Odessa, a copy of which is attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Village Council approves the appointment list presented by the Village President attached hereto as Exhibit A, and
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: December 16, 2024

Kathy S. Forman, Village Clerk

**VILLAGE OF LAKE ODESSA
COUNCIL APPOINTMENTS**

(Effective 12/16/2024)

President Pro Tem ²	Martha Yoder (11/25)
Clerk ^{2, 5}	Kathy Forman (10/27)
Treasurer ^{2, 5}	Kathy Forman (10/27)
Police Chief:	Kendra Backing
Street Administrator:	Jesse Trout
Zoning Administrator:	Jeanne VanderSloot
MML Legislative Coordinator:	Village Manager
Marina Director: ²	Kendra Backing
FOIA Coordinator:	Kendra Backing
Administrator, Municipal Ordinance Violations Bureau: ²	Village Manager

BOARDS, AUTHORITIES & COMMISSIONS

Planning Commission:⁴

Ken Misiewicz²(10/27)
Meg Wheeler²(10/27)
Beth Barrone²(10/25)
Ben DeJong²(10/25)
Vacant²(10/26)
Karen Banks¹
Village Manager^{1*}

Zoning Board of Appeals:⁴

Vacant³(10/27)
Joel Pepper³(10/25)
Meg Wheeler^{3**}(10/25)
Heidi Reed³(10/26)
Vacant³(10/26)

**Jordan Lake Improvement
Board:**

Scott Beglin.²(12/31/25)

Arts Commission:⁴

Nancy Mattson²(10/27)
Vacant²(10/27)
Aurora Rice²(10/27)
Karen Banks²(10/25)
Melanie Baker²(10/25)
Ty Nurenborg²(10/25)
Vacant²(10/26)
Vacant(10/26)
Megan Hermes²(10/26)

**Lakewood Wastewater
Authority:**⁴

Mike Rudisill³(12/31/27)
Martha Yoder³(12/31/25)
Joel Pepper³(12/31/26)

Tree Board:

Jesse Trout²
Bob Green²(10/25)
Village Manager¹

Library Board:

Kim Deardorff^{2, 5}(12/31/25)
Emily Spitzley^{2, 5}(12/31/25)
Joel Pepper^{2, 4}(12/31/26)
Benjamin Dillon^{2, 4}(12/31/27)

**Downtown Development
Authority:**⁵

Karen Banks¹
Suzanne Dahms²(10/25)
Bill Rogers²(10/25)
Marilyn Danielson²(10/26)
Vacant²(10/26)
Sarah McGarry²(10/27)
Vacant²(10/27)
Darwin Thompson²(10/28)
Vacant²(10/28)

¹Required by ordinance or agreement

²Appointment by president, with ratification by Village Council

³Village Council appointment

⁴3-year term

⁵4-year term

*Term runs concurrently with that of Village President

**Ex-officio (Planning Commission representative)

#2-year term

VILLAGE OF LAKE ODESSA

BOARD/COMMISSION APPLICATION

All applicants must be residents of the Village except for members of the Lake Odessa Area Arts Commission (LOAAC), Downtown Development Authority (DDA) and Library Board. This form shall be used to apply for all board or commission vacancies. Applicants to the DDA must live within or have an interest in a business or property located within the DDA District.

Application for appointment to: _____
(Name of Board/Commission)

Name: _____

Address: _____

Phone number: _____ E-mail address: _____

Describe any experience that led to your desire to serve the community:

Provide a brief biography, including your skills, background and expertise, as well as involvement in the community, professional or other nonprofit organizations that are specifically applicable to this board or commission:

VILLAGE OF LAKE ODESSA

Employment: List your most recent employment experiences.

Dates of Employment	Company Name/Location	Position	Job Description

Education: List your most recent educational experiences.

Educational Institution/School	Certificate/Degree Received	Area(s) of Study

Supplemental Information: Please review the attached "Boards and Commissions Application Attachment" for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat.

Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed below, the community urges you to apply for consideration. The community needs citizens with diverse backgrounds on its boards and commissions.

VILLAGE OF LAKE ODESSA

BOARD AND COMMISSION APPLICATION ATTACHMENT

Arts Commission

Members need not be Village residents. Members should reflect diverse interests in such areas as business, theater, arts, hobbies, crafts, science and architecture, and should be representative of the whole community. Please check below if you have experience in:

- Public Art
- Culture
- Performing Arts
- Visual Arts
- Arts Education and/or Marketing

Downtown Development Authority

Members must live within or have an interest in property located in the DDA district. Please check below if you have experience in:

- New Business Development
- Business Recruitment and Retention
- Marketing and Promotion
- Real Estate Development
- Banking/Finance

Library Board

Members set policies concerning the management, supervision and control of the Lake Odessa Community Library. Members need not be Village residents. Please check below if you have experience in:

- Policymaking
- Finance/Budget
- Advertising/Marketing/Public Relations
- Strategic Planning
- Knowledge of or experience with fundraising
- Grants/Endowments
- Knowledge of libraries

Planning Commission

A majority of members must be Village residents/electors. Members should represent different professions and occupations. Interest or training in land use related issues is beneficial. Please check below if you have experience in:

- Architecture/Landscape Architecture
- Building Construction
- Civil Engineering
- Land Use Planning
- Real Estate Development

Zoning Board of Appeals

All members must be Village residents/electors. Members shall, to the extent possible, be representative of the entire Village. Please check below if you have experience in:

- Architecture/Landscape Architecture
- Building Construction/Engineering
- Land Use Planning
- Real Estate / Real Estate Development
- Law

2025 Meeting Schedule

Lake Odessa Village Council

DAY	DATE	TIME	LOCATION
Wednesday	January 22**	7:00 p.m.	Page Memorial Building
Monday	February 3*	6:30 p.m.	Page Memorial Building
Monday	February 17	7:00 p.m.	Page Memorial Building
Monday	March 17	7:00 p.m.	Page Memorial Building
Monday	April 21	7:00 p.m.	Page Memorial Building
Monday	May 19	7:00 p.m.	Page Memorial Building
Monday	June 16	7:00 p.m.	Page Memorial Building
Monday	July 21	7:00 p.m.	Page Memorial Building
Monday	August 18	7:00 p.m.	Page Memorial Building
Monday	September 15	7:00 p.m.	Page Memorial Building
Monday	October 20	7:00 p.m.	Page Memorial Building
Monday	November 17	7:00 p.m.	Page Memorial Building
Monday	December 15	7:00 p.m.	Page Memorial Building

**Budget work session*

***January 2025 meeting changed in observance of MLK Day*

Miscellaneous Correspondence

Kathy Forman

From: martha yoder <marthabyoder@gmail.com>
Sent: Monday, November 25, 2024 7:29 AM
To: Karen Banks
Cc: Manager; Kathy Forman
Subject: Resignation From Planning Commission

Good morning Karen.

Per our conversation regarding the limitation on having just one trustee serve on the planning commission, I am resigning effective immediately so that incoming Trustee DeJong may continue serving.

I have enjoyed serving on this important body. Thank you for the opportunity.

Martha

VILLAGE OF LAKE ODESSA UPDATE ON CHILL GRANT

After many months of discussions and providing and revising paperwork to the Michigan State Housing Development Authority, the Village of Lake Odessa was able to finalize the CHILL grant in August 2024.

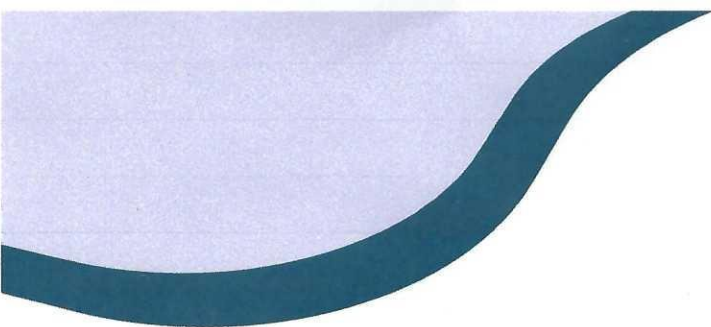
Because the grant took a long journey to becoming active (over a year from the application), several people saw information in the Lakewood News section of the Hastings Reminder when public hearing notices were placed, and called the Village requesting more information, well before the required publication of the environmental review was finally released on November 14, 2024. In an effort to further promote the grant, the Facebook page for the Village was updated with an overview of the program so that residents would have the opportunity to get more detail and contact information.

Those residents who left messages before the grant was executed were contacted and sent application material for the CHILL grant, and two have returned completed applications to date. One has been through the review requirements and approved by MSHDA for tuck pointing and deck repair, and contractors are being solicited to provide bids. The second applicant has met the income requirements, and the home is being scheduled for lead/asbestos inspections on December 27, 2024. Once the results of those inspections are received, contractors will be solicited who are qualified to work with any environmental hazards that may exist and work on the home can then be scheduled.

Ideally, all homeowners north of Jordan Lake Avenue would be contacted directly through a mailing, if possible,, about the opportunities for repairs through the five-year forgivable grant, although some may not be income-qualified for the program. If it is preferred to have door-to-door interaction as well, that can be arranged.

As of this time, all the grant funds are available to spend, and only when the bids from contractors are available for the two residents who have completed applications will the amount of funds remaining be known.

MSHDA's grant agreement ends on November 30, 2025, and requires that all projects be completed, all funds spent, and all paperwork for grant finalization be done and submitted to MSHDA before the end date. That deadline is expected to be reached well in advance required by the grant agreement.



6950 E. Vedder Road, Lake Odessa, MI 48849

616-203-6782

Jr5224@sbcglobal.net

Lake Odessa Downtown Development Authority
Sarah McGarry, President
839 Fourth Avenue
Lake Odessa, MI 48849

Dear Sarah,

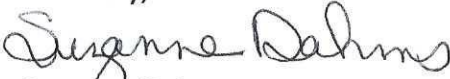
This letter represents my official notice of resignation from my board position with the Lake Odessa Downtown Development Authority. I would like my official departure date to be effective January 31, 2025, as I will be leaving for Florida and will be unavailable for several months.

I regretfully announce my decision, but after over 20+ years serving on the Board and my retirement from the Bank, I feel adding someone from the business community would benefit the Board. Additionally, I have other commitments as well as wanting to travel more frequently making it difficult to attend meetings.

It has been a pleasure working alongside individuals that have served on the Board, and appreciate the experience and knowledge I gained while serving.

I trust this notice period is adequate for you to find a replacement.

Sincerely,


Suzanne Dahms

