



Downtown Development Authority

LAKE ODESSA

AGENDA

Regular Meeting
Tuesday, September 8, 2026 - 7:00 a.m.
Page Memorial Building
Lake Odessa, Michigan

1. Call to Order / Roll Call
2. Approval of Agenda
3. Public Comment on Agenda Items
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.
4. Approval of Minutes
 - a) 5/12/2026 Regular Meeting
5. Finance Report
 - a) Revenue/Expense Report for Period Ending 8/31/2026
 - b) Check Register – May 2026 – August 2026
 - c) Bank Reconciliations – May 2026 – August 2026
6. Action/Discussion Items:
 - a) DDA Projects
 - i) Mural
 - ii) Beach Grant
 - iii) Downtown Trees
 - iv) Holiday Decorations
 - v) Christmas Parade
 - b) Press Release
7. Board Member Comments
8. Adjournment

Next Regular Meeting: Tuesday, November 10, 2026 - 7:00 a.m.

**VILLAGE OF LAKE ODESSA
DOWNTOWN DEVELOPMENT AUTHORITY**

MINUTES

Regular Meeting - Tuesday, May 12, 2026
Page Memorial Building, Lake Odessa MI

PRESENT: Karen Banks, Marilyn Danielson, Cody Dreysse, Bill Rogers, Darwin Thompson, Tim Spitzley
ABSENT: None
STAFF: Village Manager Mark Borden
VISITORS: None

1. **Call to Order:** Meeting called to order by Vice Chair Rogers at 7:00 a.m.
2. **Approval of Agenda:** Motion by Banks, support by Spitzley, to approve agenda as presented. All ayes; motion carried, with Dreysse absent.
3. **Public Comment:** None.
4. **Minutes:** Motion by Danielson, support by Spitzley, to approve minutes of 1/13/2026 regular meeting. All ayes; motion carried with Dreysse absent.

Dreysse arrived at 7:03 a.m.

5. **Finance Report:**

- a) **Revenue/Expenses:** The revenue and expense report for the period ending 4/28/2026 was reviewed. Discussion was held re: Odessa Township withholding the 2025 summer tax increment, as well as Ionia County's claims of overpayment since the DDA's inception. Both matters are being reviewed by the Village's legal counsel.

6. **Action Items/Discussion Items:**

- a. **2026 DDA Development and TIF Plan:** Motion by Banks, support by Dreysse, to finalize plan and forward to Village Council for final adoption. All ayes; motion carried.
- b. **Mural Project:**
 - 1) Project Update: Banks provided update with regard to Phase 2 of the mural project (large-scale mural on south façade of 1001 Fourth Avenue), stating that south façade wall still needs to be painted and that Village legal counsel are reviewing the easement agreements between the Village and E.Jackson Realty and Simple Truth Chiropractic. The artist, Dan Arens, has completed work on one half of the mural.
 - 2) Invoice from Clorwell Electric: Motion by Danielson, support by Dreysse, to approve payment of \$375.00 to Clorwell Electric for one-half cost of electrical work to install lighting at the beach mural.

- c. Set date for downtown flower planting: Saturday, May 23, 2026 at 10:00 was set at this year's date for flower planting. Volunteers will meet in front of the Page Building.
- d. 2026 Lake Odessa Fair Sponsorship and 2026 Art in the Park Sponsorship: Motion by Spitzley, support by Rogers, to approve \$250 to the Lake Odessa Fair and \$500 to the Lake Odessa Area Arts Commission. All ayes; motion carried.

7. Board Member Comments:

- a. Banks reported that Pastor Paul Reissmann from Central Church has been appointed to the DDA Board, but he was unable to attend today's meeting. Banks suggested that an orientation session for Spitzley and Reissmann would be valuable.
- b. Thompson inquired about acquisition of the Caledonia Farmers Elevator site. Discussion followed. The matter will be tabled until the Village has a clearer understanding as to tax increment payments from Odessa Township and Ionia County and the DDA's financial position.

8. Adjournment: Motion by Banks, support by Thompson, to adjourn. All ayes; motion carried. Meeting adjourned at 7:38 a.m.

Respectfully submitted,

Karen Banks, Secretary/Treasurer

GL NUMBER	DESCRIPTION	2026-27	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	08/31/2026 NORMAL (ABNORMAL)	MONTH 08/31/2026 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY								
Revenues								
Dept 000 - BALANCE SHEET / GENERAL								
248-000-402.000	CURRENT REAL PROPERTY TAXES	25,000.00	12,042.00	0.00		12,958.00	48.17	
248-000-665.000	INTEREST	75.00	57.63	9.38		17.37	76.84	
Total Dept 000 - BALANCE SHEET / GENERAL		25,075.00	12,099.63	9.38		12,975.37	48.25	
TOTAL REVENUES		25,075.00	12,099.63	9.38		12,975.37	48.25	
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	25.00	0.00	0.00		25.00	0.00	
248-275-750.000	DUES & MEMBERSHIPS	50.00	0.00	0.00		50.00	0.00	
248-275-801.000	CONTRACTED SERVICES	500.00	2,440.38	1,516.73		(1,940.38)	488.08	
248-275-805.000	ATTORNEY FEES	2,000.00	4,524.00	0.00		(2,524.00)	226.20	
248-275-881.000	ADVERTISING	750.00	750.00	0.00		0.00	100.00	
248-275-967.000	BEAUTIFICATION	14,500.00	4,074.00	0.00		10,426.00	28.10	
248-275-967.002	CHRISTMAS DECORATIONS	2,000.00	0.00	0.00		2,000.00	0.00	
248-275-995.005	ADMINISTRATIVE REIMBURSEMENT	5,000.00	0.00	0.00		5,000.00	0.00	
Total Dept 275 - DDA		24,875.00	11,788.38	1,516.73		13,086.62	47.39	
TOTAL EXPENDITURES		24,875.00	11,788.38	1,516.73		13,086.62	47.39	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:								
TOTAL REVENUES		25,075.00	12,099.63	9.38		12,975.37	48.25	
TOTAL EXPENDITURES		24,875.00	11,788.38	1,516.73		13,086.62	47.39	
NET OF REVENUES & EXPENDITURES		200.00	311.25	(1,507.35)		(111.25)	155.63	

Check Date	Check	Vendor Name	Amount
Bank DDA 6015 DOWNTOWN DEVELOPMENT AUTHORITY			
05/01/2026	1297	MOOD MEDIA	36.73
05/15/2026	1298	LAKE ODESSA FAIR	250.00
05/15/2026	1299	LAKE ODESSA AREA ARTS COMMISSION	500.00
06/04/2026	1300	MOOD MEDIA	36.73
06/11/2026	1301	DUWAYNE'S MARKETPLACE	3,699.00
07/02/2026	1302	DICKINSON WRIGHT PLLC	4,524.00 V
07/02/2026	1303	MOOD MEDIA	36.73
07/02/2026	1304	DICKINSON WRIGHT PLLC	4,524.00 V
07/02/2026	1305	DICKINSON WRIGHT PLLC	4,524.00
08/07/2026	1306	MOOD MEDIA	36.73
08/13/2026	1307	MCKENNA	1,480.00

DDA TOTALS:			
Total of 11 Checks:			19,647.92
Less 2 Void Checks:			9,048.00
Total of 9 Disbursements:			10,599.92

GL Number	Description	Beginning Balance
248-000-001.024	CASH-DDA CHECKING	111,130.55
Beginning GL Balance:		111,130.55
Less: Cash Disbursements		(786.73)
Add: Journal Entries/Other		9.47
Ending GL Balance:		110,353.29

GL Number	Description	Ending Balance
248-000-001.024	CASH-DDA CHECKING	110,353.29
Ending GL Balance:		110,353.29
Ending Bank Balance:		110,353.29
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		110,353.29
Unreconciled Difference:		0.00

REVIEWED BY: MJ Borden

DATE: 6-4-26



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

Date 5/29/26 Page 1
Account Number XXXXXXXXXXXX 4
Enclosures

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CHECKING ACCOUNTS

UB BUSINESS ELITE		Number of Enclosures	4
Account Number	XXXXXXXXXXXX6015	Statement Dates	5/01/26 thru 5/31/26
Previous Balance	111,870.55	Days in the statement period	31
Deposits/Credits	.00	Average Ledger	111,584.06
4 Checks/Debits	1,526.73	Average Collected	111,584.06
Service Charge	.00	Interest Earned	9.47
Interest Paid	9.47	Annual Percentage Yield Earned	0.10%
Ending Balance	110,353.29	2026 Interest Paid	43.55

ACTIVITY IN DATE ORDER

Date	Description	Amount
5/31	Interest Deposit	9.47

CHECKS IN SERIAL NUMBER ORDER

Date	Check No	Amount	Date	Check No	Amount
5/29	1296	740.00	5/28	1298	250.00
5/14	1297	36.73	5/22	1299	500.00

*Indicates skip in Check Number

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance	Date	Balance
5/01	111,870.55	5/22	111,333.82	5/29	110,343.82
5/14	111,833.82	5/28	111,083.82	5/31	110,353.29

INTEREST RATE SUMMARY

Date	Interest Rate
4/30	0.100000%

In case of errors or questions about your electronic transfers please contact
Union Bank at 670 Cascade W Parkway SE Grand Rapids, MI 49546
You may also contact us for a full Funds Availability Disclosure.

GL Number	Description	Beginning Balance
248-000-001.024	CASH-DDA CHECKING	110,353.29
Beginning GL Balance:		110,353.29
Less: Cash Disbursements		(3,735.73)
Add: Journal Entries/Other		12,051.61
Ending GL Balance:		118,669.17

GL Number	Description	Ending Balance
248-000-001.024	CASH-DDA CHECKING	118,669.17
Ending GL Balance:		118,669.17
Ending Bank Balance:		118,669.17
Add: Deposits in Transit		0.00
Less: 0 AP Outstanding Checks		
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		118,669.17
Unreconciled Difference:		0.00

REVIEWED BY: MJ Border

DATE: 7-7-2026



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

Date 6/30/26
Account Number
Enclosures

Page 1

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CHECKING ACCOUNTS

UB BUSINESS ELITE		Number of Enclosures	2
Account Number	XXXXXXXXXXXX6015	Statement Dates	6/01/26 thru 6/30/26
Previous Balance	110,353.29	Days in the statement period	30
1 Deposits/Credits	12,042.00	Average Ledger	116,907.47
2 Checks/Debits	3,735.73	Average Collected	116,907.47
Service Charge	.00	Interest Earned	9.61
Interest Paid	9.61	Annual Percentage Yield Earned	0.10%
Ending Balance	118,669.17	2026 Interest Paid	53.16

ACTIVITY IN DATE ORDER

Date	Description	Amount
6/10	Transfer CH x1447 to CH 10x6015 TMID:325bf9f6-a138	12,042.00
6/30	Interest Deposit	9.61

CHECKS IN SERIAL NUMBER ORDER

Date	Check No	Amount	Date	Check No	Amount
6/10	1300	36.73	6/16	1301	3,699.00

*Indicates skip in Check Number

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance
6/01	110,353.29	6/16	118,659.56
6/10	122,358.56	6/30	118,669.17

INTEREST RATE SUMMARY

Date	Interest Rate
5/31	0.100000%

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08/11/2026 08:50 AM
User: KATHY
DB: Lake Odessa Vil

BANK RECONCILIATION FOR LAKE ODESSA VILLAGE
Bank DDA (6015 DOWNTOWN DEVELOPMENT AUTHORITY)
FROM 07/01/2026 TO 07/31/2026
Reconciliation Record ID: 2594
Finalized

Page 1/1

GL Number	Description	Beginning Balance
248-000-001.024	CASH-DDA CHECKING	118,669.17
Beginning GL Balance:		118,669.17
Less: Cash Disbursements		(4,560.73)
Add: Journal Entries/Other		10.73
Ending GL Balance:		114,119.17

GL Number	Description	Ending Balance
248-000-001.024	CASH-DDA CHECKING	114,119.17
Ending GL Balance:		114,119.17
Ending Bank Balance:		118,643.17
Add: Deposits in Transit		0.00
Less: 1 AP Outstanding Checks		4,524.00
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		114,119.17
Unreconciled Difference:		0.00

REVIEWED BY:

MJ Borden

DATE:

8-11-26



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

Date 7/31/26 Page 1
Account Number XXXXXXXXXXXX
Enclosures 1

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CHECKING ACCOUNTS

UB BUSINESS ELITE		Number of Enclosures	1
Account Number	XXXXXXXXXXXX6015	Statement Dates	7/01/26 thru 8/02/26
Previous Balance	118,669.17	Days in the statement period	33
Deposits/Credits	.00	Average Ledger	118,640.23
1 Checks/Debits	36.73	Average Collected	118,640.23
Service Charge	.00	Interest Earned	10.73
Interest Paid	10.73	Annual Percentage Yield Earned	0.10%
Ending Balance	118,643.17	2026 Interest Paid	63.89

ACTIVITY IN DATE ORDER

Date	Description	Amount
8/02	Interest Deposit	10.73

CHECKS IN SERIAL NUMBER ORDER

Date	Check No	Amount
7/08	1303	36.73

*Indicates Skip in Check Number

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance	Date	Balance
7/01	118,669.17	7/08	118,632.44	8/02	118,643.17

INTEREST RATE SUMMARY

Date	Interest Rate
6/30	0.100000%

In case of errors or questions about your electronic transfers please contact
Union Bank at 670 Cascade W Parkway SE Grand Rapids, MI 49546
You may also contact us for a full Funds Availability Disclosure.

09/01/2026 11:33 AM
User: KATHY
DB: Lake Odessa Vil

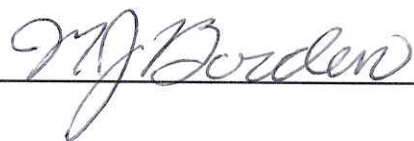
BANK RECONCILIATION FOR LAKE ODESSA VILLAGE
Bank DDA (6015 DOWNTOWN DEVELOPMENT AUTHORITY)
FROM 08/01/2026 TO 08/31/2026
Reconciliation Record ID: 2614
Finalized

Page 1/1

GL Number	Description	Beginning Balance
248-000-001.024	CASH-DDA CHECKING	114,119.17
Beginning GL Balance:		114,119.17
Less: Cash Disbursements		(1,516.73)
Add: Journal Entries/Other		9.38
Ending GL Balance:		112,611.82

GL Number	Description	Ending Balance
248-000-001.024	CASH-DDA CHECKING	112,611.82
Ending GL Balance:		112,611.82
Ending Bank Balance:		117,135.82
Add: Deposits in Transit		0.00
Less: 1 AP Outstanding Checks		4,524.00
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		112,611.82
Unreconciled Difference:		0.00

REVIEWED BY:



DATE:

9-2-26



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

Date 8/31/26 Page 1
Account Number XXXXXXXXXXXX
Enclosures 2

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CHECKING ACCOUNTS

UB BUSINESS ELITE		Number of Enclosures	2
Account Number	XXXXXXXXXXXX6015	Statement Dates	8/03/26 thru 8/31/26
Previous Balance	118,643.17	Days in the statement period	29
Deposits/Credits	.00	Average Ledger	118,057.72
2 Checks/Debits	1,516.73	Average Collected	118,057.72
Service Charge	.00	Interest Earned	9.38
Interest Paid	9.38	Annual Percentage Yield Earned	0.10%
Ending Balance	117,135.82	2026 Interest Paid	73.27

ACTIVITY IN DATE ORDER

Date	Description	Amount
8/31	Interest Deposit	9.38

CHECKS IN SERIAL NUMBER ORDER

Date	Check No	Amount	Date	Check No	Amount
8/13	1306	36.73	8/21	1307	1,480.00

*Indicates Skip in Check Number

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance
8/03	118,643.17	8/21	117,126.44
8/13	118,606.44	8/31	117,135.82

INTEREST RATE SUMMARY

Date	Interest Rate
8/02	0.100000%

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PRESS RELEASE

Contact: Karen Banks
Phone: (269) 838-9863

FOR IMMEDIATE RELEASE
3:00 PM EDST, September 2, 2026

PFCU Foundation Awards \$2,000 Grant to Support Lake Odessa Downtown Mural Project

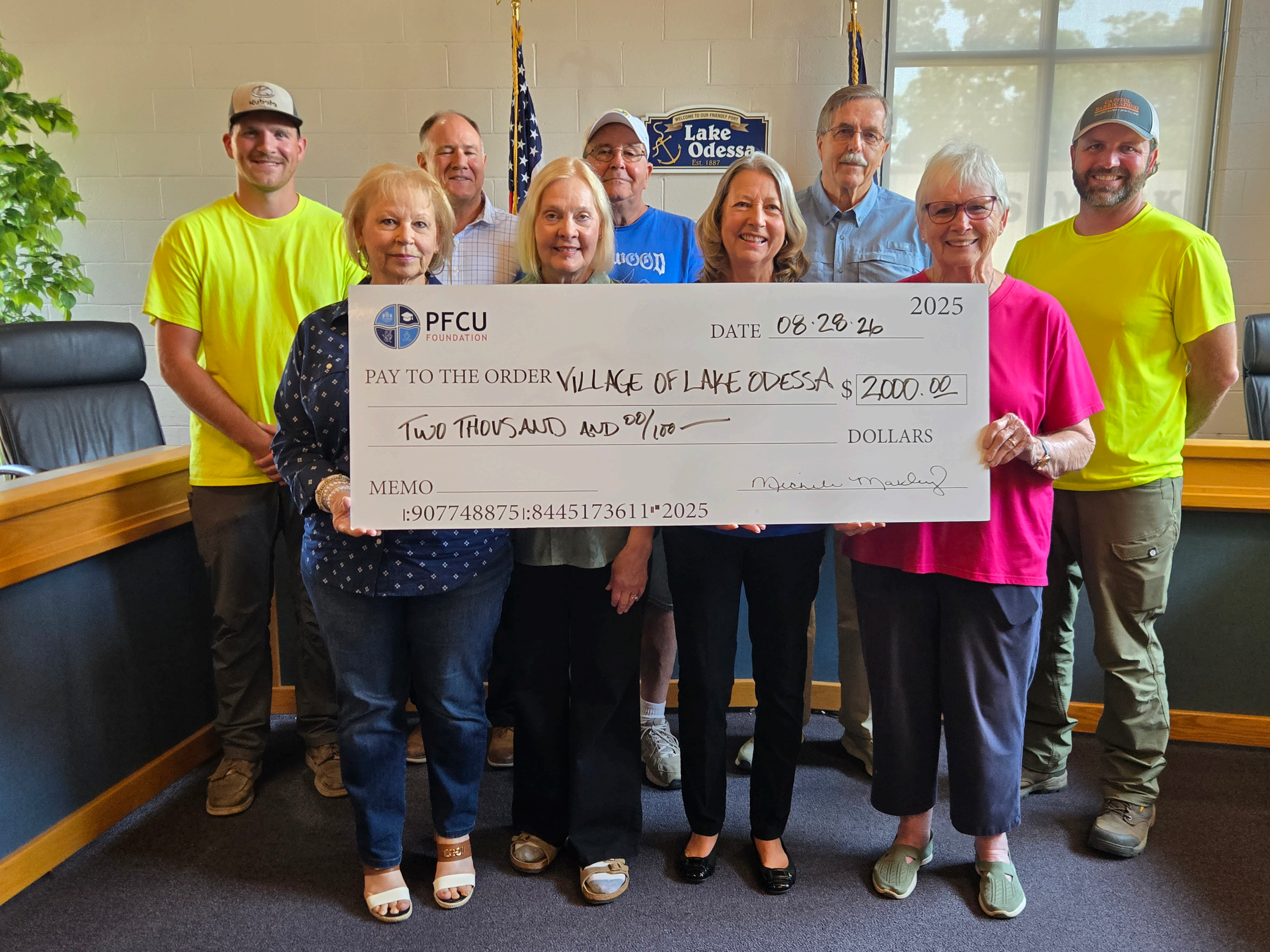
LAKE ODESSA, Mich. — On Friday, August 28, 2026, the PFCU Foundation presented the Village of Lake Odessa with a \$2,000 check in support of the Village's downtown mural project, a community enhancement effort jointly overseen by the Village's Arts Commission and Downtown Development Authority.

The grant will help advance a planned large-scale mural, which will be installed on the south facade of 1001 Fourth Avenue in downtown Lake Odessa, the business location of Simple Truth Chiropractic. Installation is slated for late September. Dan Arens, a Mid-Michigan artist, has spent the last year creating a mural depicting a travel through time, showcasing Lake Odessa's history and culture. The project is being carried out through collaboration among public bodies, Village staff, community partners, and private property owners.

"On behalf of the Village of Lake Odessa, I want to express my sincere appreciation to the PFCU Foundation for its generous \$2,000 grant supporting our downtown mural project. I also want to thank our Arts Commission, Downtown Development Authority, Department of Public Works, and the Village Council and staff for their partnership and shared commitment, as well as the private property owners whose cooperation has made this installation possible. This project reflects what can happen when community partners work together to invest in the character, creativity, and vitality of our downtown," said Village President Karen Banks.

The Village's downtown mural project reflects Lake Odessa's ongoing commitment to supporting arts, placemaking, and downtown investment. This public-private partnership demonstrates a shared effort to create a welcoming and vibrant downtown environment for residents, businesses, and visitors.

Additional information about the mural project, including installation details, will be shared by the Village as the project progresses.



DATE 08.28.24 2025

PAY TO THE ORDER VILLAGE OF LAKE ODESSA \$ 2000.00

TWO THOUSAND AND 00/100 DOLLARS

MEMO _____ Michelle Maxwell

⑆907748875⑆8445173611⑆2025



Village of Lake Odessa

Karen Banks
Village President

Mark Borden
Village Manager

Kathy Forman
Clerk/Treasurer

Kendra Backing
Chief of Police

Jesse Trout
DPW Supervisor

June 5, 2026

Gene and Chari Burd
2115 Lapo Road
Lake Odessa, MI 48849

Martha Yoder
535 Sixth Avenue
Lake Odessa, MI 48849

Shawn Hazel
2125 Lapo Road
Lake Odessa, MI 48849

Erma Thomas
1322 Ionia Street
Lake Odessa, MI 48849

Bill Rogers
597 Fourth Avenue
Lake Odessa, MI 48849

Folks:

On behalf of the Village of Lake Odessa, the Village Council, and the Downtown Development Authority, I want to extend our sincere appreciation for the time, energy, and care you have given to our community.

Whether you assisted with planting flowers downtown or elsewhere throughout the Village, or helped beautify our municipal buildings, your care and generosity have left a lasting mark on our community. Because of you, Lake Odessa feels more welcoming, more beautiful, and more like home.

Your volunteer spirit and pride in our community are truly appreciated, and we are grateful for your generosity and dedication. Thank you again for all you have done to help make our village a place we can all be proud of.

With heartfelt thanks,

Karen Banks, President
Village of Lake Odessa

cc: Lake Odessa Village Council
Lake Odessa Downtown Development Authority