

★ VILLAGE ★  
*of Lake Odessa*

FISCAL YEAR 2021 BUDGET

March 1, 2020 – February 28, 2021



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# ANNUAL BUDGET DEVELOPMENT OVERVIEW

Welcome to the Village of Lake Odessa's budget document for Fiscal Year 2021, which begins March 1, 2020 and continues through February 28, 2021. Guided by the policies and priorities of the Village Council, the budget is a vital policy document used throughout the year to implement and guide administration and staff towards municipal goals and objectives. The budget is approved annually by the Village Council in compliance with the Village Charter and includes detailed information about revenues and expenditures for the upcoming fiscal year. The revenues and expenditures are broken down by the various operating, enterprise and special funds that comprise the total spending plan.

## FUND SUMMARIES

The budget is divided into separate funds with specific functions. The Village's funds include:

- The **General Fund** is the most comprehensive operating fund of the Village. It accounts for the resources to fund Public Safety (police services), most operational and maintenance aspects of Public Works (including streets, storm sewers, tree maintenance, parks) and other general administration activities including legal support, financial management, communications and day-to-day administration. There is also a limited amount of capital expenditures that are funded through General Fund revenues and/or reserves.
- The **Water Fund** is an enterprise fund that provides resources for the operation and maintenance of the Village's water production and distribution divisions. The Water Fund is designed to be a self-sustaining function that is funded entirely by user charges.
- The **Major Street Fund** is funded by revenues provided by the Michigan Transportation Fund (MTF) through Act 51. The Michigan Department of Transportation (MDOT) uses allocation factors to distribute MTF revenue to cities and villages. The distribution is based on population (as of the latest U.S. Census) and road miles. The fund encompasses the maintenance for all major streets in the village (approximately 4 miles). Through the General Appropriations Act, the Village Council can approve transfers of up to 50% of Act 51 Major Street money to the Local Street Fund.
- The **Local Street Fund** is also funded by revenues provided by the MTF through Act 51 using allocation factors set by MDOT. The Local Street Fund supports the maintenance of all local streets in the village (approximately 8 miles).
- The **General Highway Fund** is an operating fund that is supported by a millage dedicated to the construction, operation and maintenance of road activities in the village. The fund acts as a construction in progress account where grant monies run through and also funds a portion of bond payments for financed road projects. Road construction and sidewalk maintenance activities are funded through the General Highway fund.



## FINANCE DIRECTOR'S BUDGET MESSAGE

February 3, 2020



**PEARL WARD**

*Treasurer / Clerk / Finance Director*

To the Village Council,

Attached for your review is the draft Fiscal Year 2021 Budget which provides recommended revenues and expenditures for the coming fiscal year which begins March 1, 2020 and concludes February 28, 2021. The Village Council is scheduled to review this draft in a workshop session scheduled on February 11, 2020. Formal approval and adoption of the budget will be considered at a public meeting on February 17, 2020.

As presented, the budget projects \$3,338,672 in total spending across the Village's operation funds (which include the General Fund, Water Fund, Major Street Fund, Local Street Fund and General Highway Fund). Overall operational fund revenues total \$2,406,782. In accordance with the Village's policies, a planned expense of accumulated reserve funds for purchases of infrastructure and equipment accommodates the difference between revenues and expenditures and accounts for a balanced budget.

The development of the budget follows a familiar path from year to year with discussions and meetings conducted between department heads, research into changing economic influences at the state and federal levels and observations of previous fiscal year positions.

### **Highlights of the Fiscal Year 2021 budget include the following:**

- An essential infrastructure project is planned for Fiscal Year 2021. The project includes the water main and service line replacement, new storm sewer, partial sidewalk renovations and total street reconstruction for village streets including Ionia, Pearl, Pleasant and Emerson Street. The project will result in a planned spend-down of accumulated reserve funds from multiple funds. The spend-downs will come from the Water Fund, Major Street Fund, Local Street Fund and General Highway Fund with fund balances adequately and appropriately balanced.
- The 2018 voter-passed law made Michigan the first state in the Midwest to legalize the possession and use of recreational marijuana for adults through Proposal 1. The measure created an excise sales tax of 10 percent, which was to be levied on marijuana sales at retailers and microbusinesses. Proposal 1 required that revenue from the tax be dedicated to local governments, K-12 education, and road and bridge maintenance. Michigan marijuana shops sold \$8.3 million worth of recreational marijuana in the first five weeks of sales, since December 1, generating \$1.4 million in combined excise and sales taxes. The excise revenue will increase funding to the Michigan Transportation Fund and increased revenue projections are accounted for in the FY 2021 budget in both the Major Street Fund and Local Street Fund.

- Plans to replace the filter media in filter #2 at the iron removal plant and rebuilding both high service pumps and motors are accounted for in the Water Fund for an approximate expenditure of \$90,000 from the Water Fund. Additional work at both iron removal plants include sandblasting and repainting the exteriors with a projected cost \$20,000 also budgeted in the Water Fund. Additional project details are included in the Director of Public Works message.

Details of the Fiscal Year 2021 Budget is outlined in the following pages. I look forward to discussing this plan with the Village Council and engaging with the community on the implementation of a carefully considered balanced budget.

Sincerely,

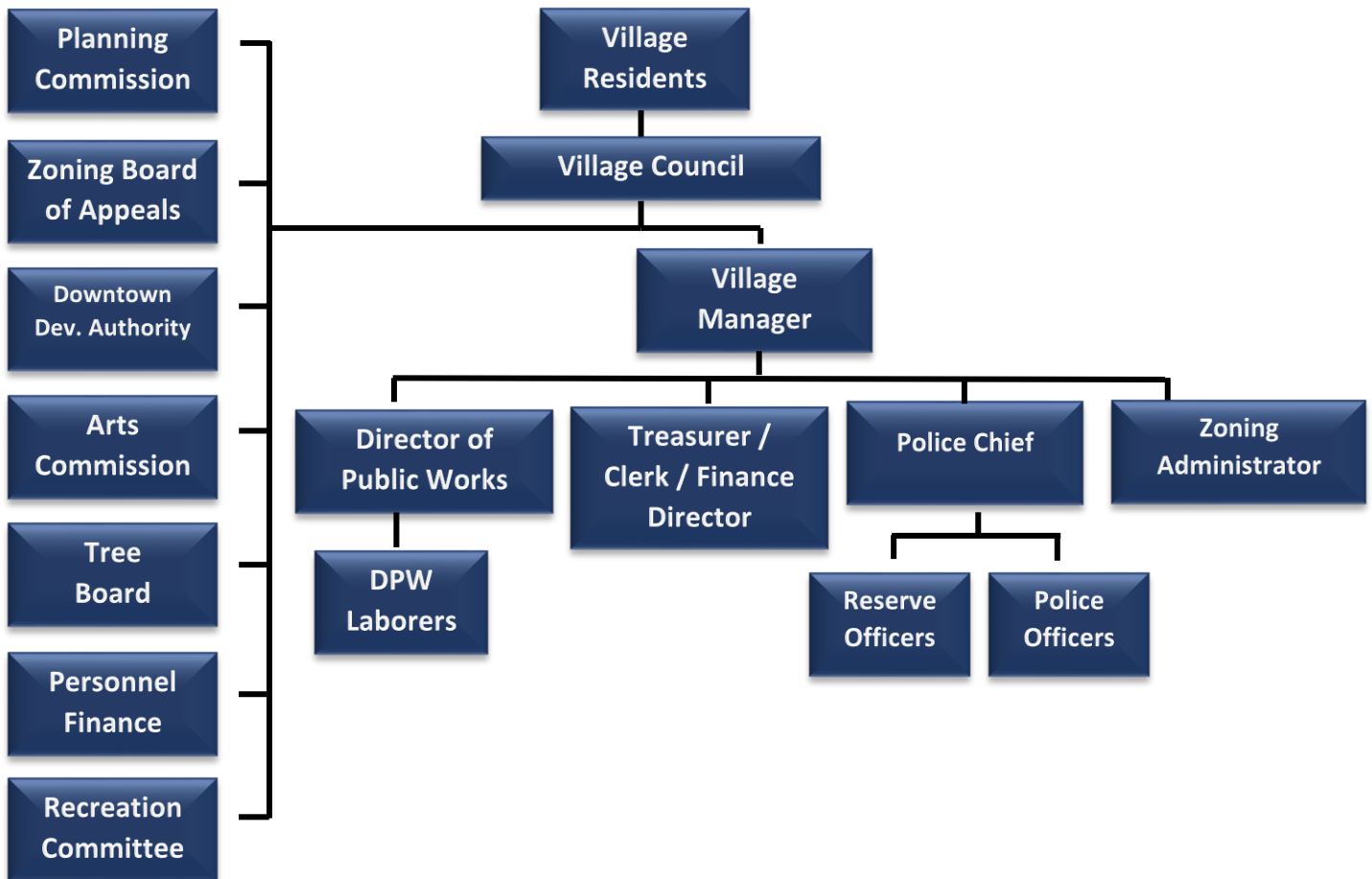
A handwritten signature in black ink, appearing to read 'Pearl Rose Ward', written in a cursive style.

Pearl Rose Ward  
Finance Director / Treasurer / Clerk



# ORGANIZATIONAL CHART

The Village of Lake Odessa Charter establishes that the local government structure for the community is the Council-Manager form of government. Under the Council-Manager form, the community directly elects 7 members to the Village Council. The Village Council then hires a Village Manager to carry out their policy actions and to oversee the day-to-day operations of the government.





## VILLAGE COUNCIL

The Village President and Council are the legislative body for the community; its members are the community's decision makers. Power is centralized in the elected Council, which approves the budget, adopts all legislation, and establishes policies and procedures for the Village. The Council also focuses on the community's goals, major projects, and such long-term considerations as community growth, land use development, capital improvement plans, capital financing, and strategic planning.

### VILLAGE COUNCIL

**Karen Banks**, President, *Term of Office: 2016-2020*

Currently serving on: Personnel / Finance Committee, Planning Commission, Arts Commission, Downtown Development Authority

**Melvin McCloud**, President Pro Tem, *Term of Office: 2018-2022*

Currently serving on: Recreational / Special Projects Committee, Zoning Board of Appeals, Lakewood Wastewater Authority, Tree Board

**Michael Brighton**, Council Trustee, *Term of Office: 2018-2022*

Currently serving on: Personnel / Finance Committee

**Kay Hartzler**, Council Trustee, *Term of Office: 2018-2022*

**Charles Jaquays**, Council Trustee, *Term of Office: 2016-2020*

Currently serving on: Recreational / Special Projects Committee

**Michael Rudisill**, Council Trustee, *Term of Office: 2016-2020*

Currently serving on: Lakewood Wastewater Authority

**Brandy Walkington**, Council Trustee, *Term of Office: 2016-2020*



## VILLAGE STAFF

Village departments and trained staff are committed to the Village's core values to guide growth, provide quality services, facilitate neighborhood sustainability and be good stewards of the public trust. Each staff member works together in a highly collaborative and cooperative environment to cultivate continual improvements and progress in the village.

### VILLAGE STAFF

**Patrick Reagan**, Village Manager, *Serving Lake Odessa since: 2019*

MML Legislative Coordinator, Planning Commission, Tree Board, Downtown Development Authority

**Kendra Backing**, Police Chief, *Serving Lake Odessa since: 2018*

**Olivia Boot**, Police Officer, *Serving Lake Odessa since: 2019*

**Larry Cook**, Department of Public Works Laborer, *Serving Lake Odessa since: 2013*

**Jacob Hanson**, Department of Public Works Laborer, *Serving Lake Odessa since: 2016*

**Scott Hubbert**, Department of Public Works Laborer, *Serving Lake Odessa since: 2016*

**Bryan Rader**, Police Officer, *Serving Lake Odessa since: 2017*

**Eric Tollefson**, Police Officer, *Serving Lake Odessa since: 2019*

**Jesse Trout**, Director of Public Works, *Serving Lake Odessa since: 2017*

**Jeanne Vandersloot**, Zoning Administrator, *Serving Lake Odessa since: 2004*

**Pearl Ward**, Treasurer / Clerk / Finance Director, *Serving Lake Odessa since: 2007*

**James Wortley**, Department of Public Works Laborer, *Serving Lake Odessa since: 2016*





## BACKGROUND / GENERAL INFORMATION

### HISTORY

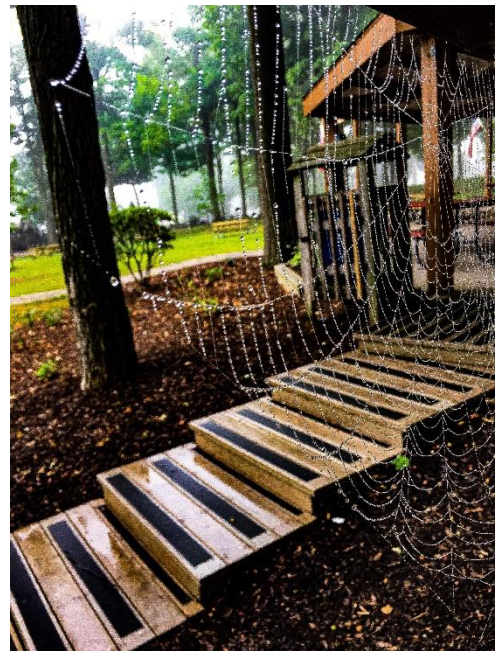
The Village of Lake Odessa was incorporated in 1887 by Humphrey R. Wager, a capitalist from Ionia and Saranac, after buying an 80-acre farm through which the Detroit, Lansing & Northern Railway was to build a new track to Grand Ledge and Grand Rapids. The original town, known as Bonanza, was settled slightly north of today's Lake Odessa --- and folded up and moved south when the first train came through in 1888.

Prior to the construction of the new railroad tracks, what is now Lake Odessa was a broad expanse of fertile farm land, and the typical country cross-road was about a mile north of Jordan Lake. Before the advent of the railway, no one had ever dreamed of Lake Odessa. Bonanza was the big settlement in this area, and, for that time period, was a bustling industrial center. It was a strange twist of fate and broadening civilization that in the space of a few years, practically a whole town moved and a corporate village was created in the midst of meadowlands, leaving the original settlement to revert to corn fields. The principal merchants of Bonanza simply moved buildings, inventory and all, to the new location.

Lake Odessa's name was derived from the two lakes, Tupper Lake and Jordan Lake, and the township within which the Village was incorporated, Odessa Township. The Township was named by a committee in 1846, hoping to be somewhat exclusive while at the same time, honoring one of Russia's cities. The committee, chaired by Elder Tupper, undoubtedly endorsed the suggestion of young Myron Tupper, who was a great reader of history and admired Russian lore.

The main street, 4th Avenue, was constructed in 1887, and was nothing but a muddy lane until it was first paved in 1916. The Lake Odessa Public School was built in 1888, put on an addition in 1896, and was demolished by fire in 1921, after which it was immediately rebuilt.

The Village paid \$1,000 for the park property on South Main Street in 1900. The park remains today in its natural state, with more than two hundred towering maple, beech and oak trees.



In 1967, the Page Memorial Building was built as a village and township hall, with funds donated by the estate of a successful Lake Odessa businessman, millionaire Frank Page, who inherited the bulk of his fortune from a milk condensing process developed by his father.

Over the years, "Lake Odessians" have always been very proud of their beautiful park, and the public beach at Jordan Lake. In 1991, over 400 volunteers worked feverishly for five days building the very popular Swifty's Place, in the park, a wooden playground superstructure constructed with enough lumber to build five homes. In 2012, a \$300k grant was obtained through the DNR and along with local matching funds, improvements were made to the public beach area that included a universally accessible floating dock, all terrain wheelchairs, a security system, canoe/kayak launch and parking lot lighting.

## DEMOGRAPHICS

### POPULATION

Lake Odessa's estimated population is 2,083 according to the most recent United States census estimates with a median age of 36.4. Between 2016 and 2017, the population of Lake Odessa, MI grew from 2,066 to 2,083, a 0.823% increase.

The ethnic composition of the population of Lake Odessa, MI is composed of 1,623 White Alone residents (79.8%), 325 Hispanic or Latino residents (16%), 51 Black or African American Alone residents (2.45%) and 36 Two or More Races residents (1.73%).

### MEDIAN HOUSEHOLD INCOME

Households in Lake Odessa, MI have a median annual income of \$41,587, which is less than the median annual income of \$61,937 across the entire United States. This is in comparison to a median income of \$41,421 in 2016, which represents a 0.401% annual growth.

### HOUSING & TRANSPORTATION

The median property value in Lake Odessa, MI was \$95,100 in 2017, which is 0.414 times smaller than the national average of \$229,700. Between 2016 and 2017, the median property value increased from \$91,300 to \$95,100, a 4.16% increase. The homeownership rate in Lake Odessa, MI is 62.3%, which is lower than the national average of 63.9%. People in Lake Odessa, MI have an average commute time of 24.2 minutes, and they commute by driving. Car ownership in Lake Odessa, MI is approximately the same as the national average, with an average of 2 cars per household.

*All Data provided by the Census Bureau; ACS 5-year Estimate.*



## CAPITAL IMPROVEMENT PLAN

A capital improvement plan is a financial planning and management tool that lists proposed capital projects and capital purchases for the future. This multi-year document identifies and prioritizes the need for improvements and purchases and coordinates their funding and optimal time frames for completion. It is also a process that provides order and continuity to the repair, replacement, construction and/or expansion of the Village of Lake Odessa facilities. It puts focus on preserving infrastructure while ensuring the prudent and efficient use of public funds.

Capital improvement projects are major and infrequent expenditures, such as the construction of a new facility, a major rehabilitation or repair of an existing facility, or the purchase of major equipment or property. Capital improvement projects are non-recurring expenditures that tend to be large in cost and have a long-term usefulness.

The following plan sets forth the proposed expenditures for systematically constructing, maintaining, upgrading and replacing the community's infrastructure. In order to be useful as a tool for budgeting and sound financial management, the plan must be updated annually by reviewing existing projects, proposing new projects and potentially extending projects. This process considers the short term and long-term effects of expenditures on the associated funds and identifies potential cash flow avenues.

## VILLAGE OF LAKE ODESSA CAPITAL IMPROVEMENT PLAN

	FUNDING SOURCE							Total Project Cost
	General Fund	Water Fund	General Highway	Major Street Fund	Local Street Fund	Grant	Loan	
<b>Fiscal Year 2020/2021</b>								
Ionia, Pearl, Pleasant, Emerson Infrastructure Improvements		\$ 710,950	\$ 213,285	\$ 284,380	\$ 213,285	\$ -		\$ 1,421,900
<b>Fiscal Year 2021/2022</b>								
Jordan Lake Trail Phase 1B - MDOT TAP Grant/DNR Rec Grant						\$ 1,350,493		\$ 1,350,493
DPW Building Addition	\$ 50,000	\$ 30,000						\$ 80,000
Fairgrounds Area/Baseball Field Rehabilitation - DNR Grant App	\$ 50,000					\$ 50,000		\$ 100,000
<b>Fiscal Year 2022/2023</b>								
Beach Pavilion Rehab - DNR Passport Grant App	\$ 20,000					\$ 50,000		\$ 70,000
Infrastructure Improvements - Johnson, Emerson, Lincoln		\$ 770,000	\$ 231,000	\$ 308,000	\$ 231,000			\$ 1,540,000
<b>Fiscal Year 2023/2024</b>								
Chip/Fog Seal - Tupper Lake St, Washington Blvd				\$ 60,000				\$ 60,000
<b>Fiscal Year 2024/2025</b>								
Infrastructure Improvements - 2nd Ave, 3rd Ave		\$ 554,400	\$ 277,200		\$ 277,200			\$ 1,108,800
<b>Fiscal Year 2025/2026</b>								
Paving - Fourth Ave, McArthur St, Morningside, Emerald Circle				\$ 74,100	\$ 114,500			\$ 188,600
<b>Fiscal Year 2026/2027</b>								
Paving - Fourth Ave/Tupper to Jordan Lake St			\$ 50,000	\$ 160,000				\$ 210,000
<b>Fiscal Year 2027/2028</b>								
Micro Surfacing - Bonanza, Jordan Lake Ave				\$ 90,000				\$ 90,000
<b>Fiscal Year 2028/2029</b>								
Infrastructure Improvements - 1st Ave, 2nd Ave, 3rd Ave		\$ 600,000	\$ 300,000		\$ 300,000			\$ 1,200,000
Paving - Tupper/4th Ave to Jordan Lake Ave				\$ 180,000				\$ 180,000
1/30/20	Prepared by: Jesse Trout, Director of Public Works							



## VILLAGE MANAGER'S MESSAGE

The budget being presented to you is one that is developed through the hard work and diligence of Village staff, with special thanks to Clerk/ Treasurer/ Finance Director, Pearl Ward; Department of Public Works Supervisor, Jesse Trout; and Police Chief, Kendra Backing. This budget balances the needs for everyday services provided to the community as well as infrastructure improvements that are intended to increase/ maintain the health, safety, and welfare for the residents of the Village of Lake Odessa.



**PATRICK REAGAN**  
*Village Manager*

It should be noted that municipal budgets are living documents and should be considered as a guide to the efficient operation of the Village during the fiscal year. Equipment can break down, emergencies occur, and unexpected developments within a community can shift priorities in a heartbeat. Throughout the year, budget amendments are proposed to meet any unexpected needs and unforeseen opportunities that often arise each year. The sound financial practices over the years has provided the Village with the ability to meet both expected needs/ projects as well as the ability to respond to the unexpected.

The Village of Lake Odessa is fortunate to have excellent employees that work to keep their community one of the best in Ionia County. Village staff work every day to provide excellent service to the community and it is gratifying to see the dedication that is put forth by these people on a daily basis.



## GENERAL FUND

### REVENUES

The General Fund is the primary operating fund for the village. The General Fund derives its revenue from several sources, with the top two being property tax and state shared revenue. Other revenues include cable franchise fees, park and beach pavilion rental fees, metro act, trailer taxes and other miscellaneous fees.

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
CURRENT REAL PROPERTY TAXES	394,595	423,031	424,899	425,000
CURRENT PERSONAL PROPERTY TAX	54,008	56,074	31,637	59,740
DELINQUENT REAL PROPERTY TAX	13,966		23,569	51,500
MANUFACTURED HOUSING FEES	585	598	468	600
LOCAL COMMUNITY STABILIZATION	6,984	6,944	46,367	40,000
PENALTIES & INTEREST ON TAXES	1,159	965	20	50
PROPERTY TAX ADMINISTRATION FEE	6,870	7,099	6,962	7,500
LIQUOR LICENSE FEES	2,323	2,038	1,729	2,100
CABLE TV FRANCHISE	5,516	5,093	3,956	5,000
SPECIAL USE/ZBA PERMIT				200
ZONING PERMIT FEES	225	925	1,050	200
METRO ACT	7,841	7,901	7,918	8,240
STATE REVENUE SHARING	165,769	173,538	187,821	176,000
EVIP PMTS	44,346	44,073	44,967	44,070
TREE GRANT		2,500	2,000	2,500
VEHICLE RENTAL INCOME	19,546	27,175	4,799	15,450
PHOTO COPIES			6	
MOWING	700	150	100	200
MAY CLEAN UP (NON-RESIDENTS)	839	589	685	500
PARKING TICKET FEES	495	175	120	200
ORDINANCE FINES	2,813	1,291	2,302	1,800
INTEREST	1,923	2,640	1,919	1,300
RENTS-BUILDINGS-LAND	3,626	3,751	3,388	3,000
SALE OF FIXED ASSET	5,999	21,205	2,500	15,000
DONATIONS-PRIVATE SOURCES	4,255	900	3,778	500
REIMBURSMENTS	10,057	1,301	1,737	1,500
MISC REVENUE	11,807	21,866	12,515	15,450
MISC REVENUE-POLICE	1,996	918	1,692	2,060
	<b>768,243</b>	<b>812,740</b>	<b>818,804</b>	<b>879,660</b>

# EXPENSES

## GOVERNING BODY

The General Government Department includes responsibilities of the elected officials, Clerk's office and Treasurer's office. This section includes contracted services for attorneys, legal publications, downtown development, office supplies and other miscellaneous government activities.

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
Dept 101 - GOVERNING BODY				
TRUSTEE MEETING FEES	8,700	10,200	7,211	8,500
TREASURER - CLERK WAGES	6,431	6,625	6,745	7,000
EMPLOYER FICA	1,155	1,287	1,067	1,500
WORKMEN'S COMPENSATION	73	359	86	300
MEALS & MILEAGE	85	99		100
OFFICE SUPPLIES	1,366	2,137	2,180	2,500
POSTAGE	1,554	1,599	774	1,500
CONTRACTED SERVICES	63,970	30,465	35,431	38,000
DUES & MEMBERSHIPS	3,379	2,281	2,172	3,090
EDUCATION & TRAINING	251	1,958	968	1,500
NOTARY & FIDUCIARY BONDS	40	40	44	40
SAFE DEPOSIT BOX RENTAL	15	15	16	15
DOWNTOWN DEVELOPMENT			13,555	13,000
COMMUNICATION EXPENSE	785	676	598	670
COMMUNITY PROMOTION	103	148		150
PRINTING & PUBLISHING	1,600	1,936	866	1,300
COUNTER DRAIN	6,228	5,000	7,229	6,700
MISC EXPENSE	613	93	19	500
<b>Totals for dept 101 - GOVERNING BODY</b>	<b>96,348</b>	<b>64,918</b>	<b>78,961</b>	<b>86,365</b>

## MANAGER'S DEPARTMENT

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
Dept 172 - MANAGERS				
DEPT HEAD WAGES	8,766	14,887	26,485	28,500
EMPLOYER FICA	662	1,139	1,984	2,600
EMPLOYERS SHARE OF PENSION	2,556			2,900
HEALTH INSURANCE EXPENSE	1,669		3,096	3,600
DENTAL INSURANCE EXPENSE	86		330	360
OPTICAL PLAN EXPENSE	20		26	36
WELLNESS PROGRAM				90
DISABILITY INSURANCE	16		333	420
LIFE INSURANCE EXPENSE	4		80	120
WORKMEN'S COMPENSATION		125		300
MEALS & MILEAGE	377			200
OFFICE SUPPLIES	520	612	1,928	2,000
CLOTHING EXPENSE	634			100
GASOLINE PURCHASES	1,625			500
DUES & MEMBERSHIPS	25	65	612	1,100
EDUCATION & TRAINING	1,501	10		1,500
COMMUNICATION EXPENSE	1,604	1,001	1,077	1,200
<b>Totals for dept 172 - MANAGERS</b>	<b>20,065</b>	<b>17,839</b>	<b>35,951</b>	<b>45,526</b>

## PAGE MEMORIAL BUILDING

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
Dept 265 - PAGE MEMORIAL BUILDING				
PART TIME WAGES				11,000
EMPLOYER FICA				1,000
EMPLOYERS SHARE OF PENSION				1,100
WORKMEN'S COMPENSATION				200
OFFICE SUPPLIES	244			
SUPPLIES	1,179	539	899	1,000
POSTAGE	154	(390)	418	400
COMMUNICATION EXPENSE	1,823	1,106	973	1,200
GAS AND ELECTRIC	3,102	3,030	843	5,000
MAINTENANCE/REPAIR-BUILDING	20,050	6,203	4,545	5,000
MAINTENANCE/REPAIR-EQUIPMENT	854		1,406	1,500
MAINTENANCE-LANDSCAPING & GROUND	338	734	1,510	1,000
LEASED ASSETS/FURNITURE & EQUIP			131	
CAPITAL OUTLAY		11,508		3,000
HARDWARE	685			1,030
SOFTWARE	150	619		500
<b>Totals for dept 265 - PAGE MEM BLDG</b>	<b>28,579</b>	<b>23,349</b>	<b>10,725</b>	<b>32,930</b>





## POLICE CHIEF'S MESSAGE

A significant focus throughout the year for the police department was community immersion. The Lake Odessa Police Department had a presence in several community events throughout the year which strengthened connections and empowered positive interactions. The following events were attended by members of the Lake Odessa Police Department:

- Art in the Park
- Easter Egg Hunt
- Fair
- Jordan Lake Trail 5k Walk/Run
- Central Dispatch Open House
- Presentation to GFWC Women's Club Lake Odessa
- Halloween Safety Check Point
- Halloween Parade at Lakewood Elementary
- Prescription Take Back Initiatives
- Meijer Shop with A Hero
- Village of Sunfield Christmas Parade
- Walmart Shop with a Hero
- Parade of Lights
- Operation Christmas Cheer



**KENDRA BACKING**  
*Police Chief*

The Lake Odessa Police Departments social media Facebook page has grown to over 1400 followers due to frequent postings of community matters, which in return has allowed for quick information to be disseminated in real time, transparency, and responsiveness to our community matters.

Patrol and community relation efforts focused significantly in the areas of Washington Blvd, Jordan Lake Avenue and Jordan Lake Street due to construction detours and school zone safety concerns. As a result of these efforts, positive community feedback has circled back to our department thanking us for our efforts in these areas of concentration. Downtown business door checks were implemented into our patrol duties and updated business contact forms were achieved through personal contact of officers to each of the businesses.

### LAKE ODESSA POLICE DEPARTMENT FY 2020/2021 GOALS

Safe Exchange Zone designated at the Lake Odessa Police Department reserved for child custody, private property and E-commerce transactions. A large number of people use online services, including Craigslist, Marketplace, and phone Apps, to buy and sell items. For this reason, we would like to be able to offer a designated safe exchange location at the Page building that is under surveillance 24/7 to allow for a safe/monitored place to meet someone.

Purchase and Install a Radar Speed Sign to calm and resolve traffic issues especially during school start and release times. Animated graphics and speed display information is a proactive way to alert drivers attention to speed, school zone times, and construction areas.

The Lake Odessa Police Department will continue to be a visible presence in the community and develop programs that reach various groups to include the elderly, business community, property owner, student population, and all residents. We will continue to provide the citizens of Lake Odessa with community focused police services. We will commit ourselves as an agency to quality training and continuous education to serve the citizens in the most responsive and professional manner.

**POLICE DEPARTMENT**

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
Dept 301 - POLICE				
DEPARTMENT HEAD WAGES	25,045	30,318	60,289	58,800
FULL TIME WAGES	133,839	60,496	94,103	135,300
OVER TIME WAGES	4,754	685	1,440	5,000
PART TIME WAGES	27,718	10,121	229	11,000
EMPLOYER FICA	14,288	7,549	11,661	19,200
EMPLOYERS SHARE OF PENSION	8,308	4,987	11,992	22,000
HEALTH INSURANCE EXPENSE	21,710	11,868	13,011	15,600
DENTAL INSURANCE EXPENSE	2,207	1,384	1,676	1,800
OPTICAL PLAN EXPENSE	252	115	151	300
WELLNESS PROGRAM				270
DISABILITY INSURANCE	2,272	892	2,216	2,760
LIFE INSURANCE EXPENSE	361	92	719	960
WORKMEN'S COMPENSATION	4,864	3,945	3,414	5,253
MEALS & MILEAGE	404	52	40	500
VESTS			1,342	2,500
OFFICE SUPPLIES	708	831	642	1,500
SUPPLIES	4,392	786	2,242	3,500
RESERVE SUPPLIES	153			250
MEDICAL & PHYSICALS	980	1,444	337	1,500
CLOTHING EXPENSE	1,565	1,076	1,545	2,000
GASOLINE PURCHASES	4,744	2,397	3,623	4,500
CONTRACTED SERVICES	2,517	47,765	7,900	5,150
DUES & MEMBERSHIPS	262	365	363	525
EDUCATION & TRAINING	4,465	1,127	1,627	4,000
RANGE QUALIFICATION	500		1,009	1,500
MEADOWBROOK INSURANCE	8,500	7,096	8,740	8,240
COMMUNICATION EXPENSE	4,659	4,703	4,829	5,150
COMMUNITY PROMOTION	251	28		350
MAINTENANCE/REPAIR-EQUIPMENT	532	50	27	2,000
MAINTENANCE/REPAIR-VEHICLE	5,376	2,355	2,271	3,000
RENTALS	960	1,920		
CAPITAL OUTLAY-EQUIPMENT				18,000
CAPITAL OUTLAY-VEHICLES	(1,358)			
OFFICE EQUIP-COMPUTERS	1,358	2,017	1,458	2,000
HARDWARE	292			1,000
SOFTWARE	2,246	828	6,188	2,000
<b>Totals for dept 301 - POLICE</b>	<b>289,124</b>	<b>207,292</b>	<b>245,084</b>	<b>347,408</b>



## DIRECTOR OF PUBLIC WORK'S MESSAGE

The Department of Public Works (DPW) is primarily responsible for managing and maintaining the Village's infrastructure and facilities through routine maintenance and the design and construction of infrastructure improvement projects.



**JESSE TROUT**

*Director of Public Works*

### DPW FISCAL YEAR 2019/2020 HIGHLIGHTS

- Through the support of the Village, generous donations and our local Girl Scouts of America, we built and installed a handicap accessible swing structure at the Village Park.
- A new asphalt wearing surface was placed on Bonanza, Jordan Lake Ave and Fourth Ave. This was a very crucial project as it will extend the life of the asphalt by many years.
- Through rebates and budgeted funding, we finished updating the dated interior lighting throughout all of our municipal buildings. The majority of all Village owned exterior lighting has been updated with energy efficient fixtures as well. Monthly energy bills are now showing a substantial savings.
- A Consumers Energy Tree Grant was obtained and allowed us to plant 25 new trees throughout the village park and village right of ways.
- Utilizing a Wellhead Protection Grant, we were able to provide classroom supplies, water conservation literature, informational pamphlets, refillable water bottles and library books to the elementary school.
- We sanded and painted all piping, tank exteriors, pumps, motors and flooring inside of both water treatment facilities. This drastically improved appearances and was highly commended during the routine inspections performed by the State.
- We were able to advance the replacement of a dump truck and, without financing, completely pay for the build of a new snow/ice control dump truck. This will be a welcomed addition to the fleet and should provide many years of reliable service for the community.

### DPW FY 2020/2021 GOALS AND OBJECTIVES

#### INFRASTRUCTURE REPLACEMENT

We will be replacing the century old infrastructure of Ionia, Pearl, Pleasant and a portion of Emerson Streets. This much needed project will include water main and service replacement, storm sewer replacement, sidewalk renovations and a complete rebuild of streets. This work will essentially mirror image the past infrastructure projects you have seen prior. The project will result in a planned spend-down of accumulated reserve funds from multiple funds. The spend-downs will come from the Water Fund, Major Street Fund, Local Street Fund and General Highway Fund.

## WATER TREATMENT FACILITY

In 2015, the media of both iron removal filters was inspected by a trained professional and a lab analysis was performed in order to confirm the media integrity. In conclusion, the media inside filter #1 was deemed to be in good condition and no further action needed at the time. The media inside filter #2 was deemed to be past its useful life and recommended for replacement within the next 1-2 years. The media inside filter #2 at the time of testing was approximately 9 years old and is now 14 years old. The typical life expectancy of filter media is 10 years. This project will entail the removal of filter media and interior inspection of filter #2. If no interior repairs are needed, the media will be replaced with new and put back into service. In order to continue meeting the high standards of quality water that we currently provide to the public; this project is highly recommended. The cost estimate for this project is \$50,000.

Once water flows through the filter media, there are two 60 horsepower motors; each attached to an 850 gallon per minute pump which is connected to the distribution system. Per manufacturers specifications, it is strongly recommended to pull each motor and pump every 10 years and have the motor inspected, cleaned and baked and to have the attached pump rebuilt. These pumps and motors have been in service well beyond 10 years now. For continued reliability, our contracted professional service provider and myself recommend moving forward with this project while the filter is out of service for media replacement. The total cost estimate to inspect and rebuild each pump/motor combination is \$20,000 to \$30,000 per combination. The varying cost depends on the condition of each pump and whether they can simply be rebuilt or have to be completely replaced. It has been suggested by our contracted service provider that the pumps will likely not need replacing. Therefore, I am budgeting the lower of \$40,000 for this project.

The protective exterior coating of both filtration plants has deteriorated to the point of failure. It is peeling off, leaving bare steel exposed to the elements and in turn corroding. The coating is identical in form to what you see on the water towers. The filters are constructed of steel and have a high-performance paint to protect the steel from corrosion and ultraviolet rays. The process of rehabilitation will be much like what you would see done to a water tower. The exterior steel will be sand blasted and multiple coats of paint will be applied. The estimated total cost to blast and paint both filtration plants is \$20,000. I have budgeted this amount with plans to do the work after media replacement and motor/pump projects are complete. If unforeseen expenses arise during media replacement and motor/pump rebuilding, the \$20,000 budgeted will be used to offset those costs.

## DEPARTMENT OF PUBLIC WORKS

This budget closely resembles the past fiscal budget with the exception of Capital Outlay. I have budgeted \$21,000 for the proposed purchase of an asphalt trailer. You have likely seen other Municipalities, County Road Commissions and MDOT filling potholes by shoveling asphalt from a trailer behind a pickup. Those trailers are generally referred to as a (Hot Box). The trailer mounted asphalt box is insulated and has a burner inside of it to keep hot asphalt at a workable temperature for extended periods of time. Having this will allow us to use a less costly material to repair potholes and also allow us to make asphalt repairs in the winter if we have to remove a section of the street for any reason.

DEPARTMENT OF PUBLIC WORKS

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
Dept 441 - PUBLIC WORKS				
DEPT HEAD WAGES	16,916	17,520	18,014	18,500
FULL TIME WAGES	45,085	46,596	27,713	42,000
OVER TIME WAGES	432		162	1,000
PART TIME WAGES	10,625	10,947	12,919	20,000
NO FRINGE BENEFIT INCENTIVE	6,000	6,000	3,278	3,000
EMPLOYER FICA	6,048	6,201	4,750	7,500
EMPLOYERS SHARE OF PENSION	5,497	3,761	4,589	8,500
HEALTH INSURANCE EXPENSE				4,200
DENTAL INSURANCE EXPENSE	1,460	1,568	1,569	1,920
OPTICAL PLAN EXPENSE	261	274	264	240
WELLNESS PROGRAM				180
DISABILITY INSURANCE	2,048	2,188	1,304	1,020
LIFE INSURANCE EXPENSE	611	682	419	320
WORKMEN'S COMPENSATION	6,304	4,515	5,204	5,500
MEALS & MILEAGE			36	100
OFFICE SUPPLIES	210	461	200	500
SUPPLIES	4,122	4,250	6,024	6,000
MEDICAL & PHYSICALS	142	142	70	200
CLOTHING EXPENSE	382	708	440	1,000
GASOLINE PURCHASES	6,277	7,081	5,290	6,800
DUES & MEMBERSHIPS	489	180	22	500
EDUCATION & TRAINING		270	578	600
MEADOWBROOK INSURANCE	7,500	7,096	7,757	7,300
LICENSE FEES		78	38	150
COMMUNICATION EXPENSE	1,042	1,044	1,185	1,400
STREET REPAIRS	851			
MAY CLEAN UP	4,226	2,822	3,519	4,000
GAS AND ELECTRIC	3,039	3,039	2,131	2,800
MAINTENANCE/REPAIR-BUILDING	6,084	4,171	3,028	5,000
MAINTENANCE/REPAIR-EQUIPMENT	9,237	6,361	8,167	8,300
MAINTENANCE-LANDSCAPING	285	1,000		1,000
MAINTENANCE/REPAIR-VEHICLE	6,385	4,548	1,581	4,500
MAINTENANCE/REPAIR-TREES	1,120		546	500
REFUSE REMOVAL	720	720	656	800
LEASED ASSETS	6,473	5,431	7,120	7,500
SAFETY	987	765	638	2,060
PROJECT COSTS	60,941	5,582	426	6,000
CAPITAL OUTLAY-EQUIPMENT	22,370	19,414		21,000
CAPITAL OUTLAY-VEHICLES		44,755	10,362	
<b>Totals for dept 441 - PUBLIC WORKS</b>	<b>244,169</b>	<b>220,170</b>	<b>139,999</b>	<b>207,490</b>

PARKS AND RECREATION

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
Dept 751 - PARKS AND RECREATION				
WORKMEN'S COMPENSATION	198	215	244	250
SUPPLIES	2,438	3,581	2,717	3,000
SWIFTY'S PLACE	1,440	866	19,882	2,500
GAS AND ELECTRIC	4,244	3,947	3,680	4,300
MAINTENANCE/REPAIR-BUILDING	6,020	2,923	4,818	7,000
MAINTENANCE/REPAIR-EQUIPMENT	1,988	1,665	522	1,500
LANDSCAPING & GROUNDS	1,561	8,000	4,314	5,000
DEBT PRINCIPAL	1,845	6,171		
INTEREST EXPENSE	663	588		
<b>Totals for dept 751 - PARKS AND REC</b>	<b>20,397</b>	<b>27,956</b>	<b>36,177</b>	<b>23,550</b>

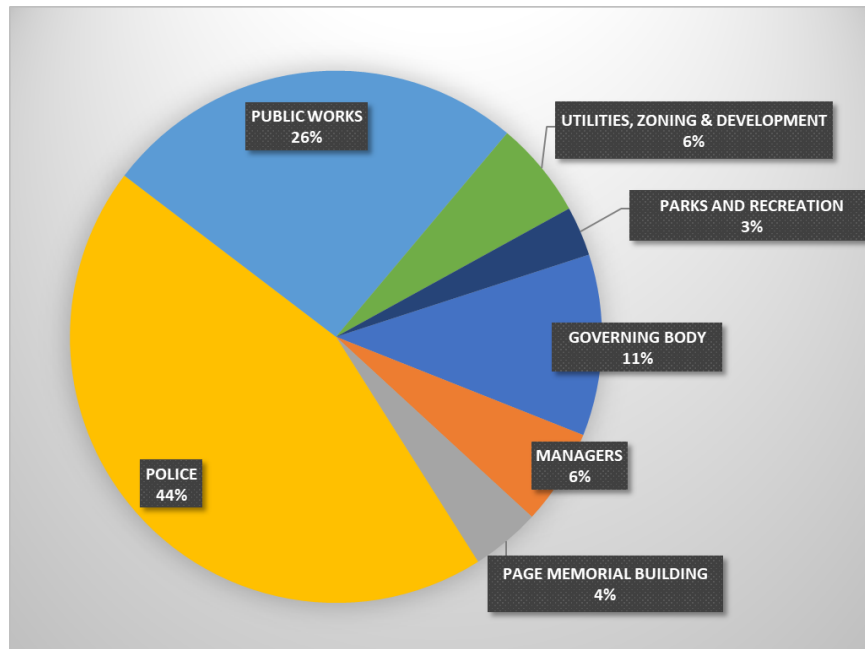
UTILITIES, ZONING & ECONOMIC DEVELOPMENT

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
Dept 448 - PUBLIC UTILITIES-STREET LIGHTING				
STREET LIGHT EXPENSE	32,220	32,476	28,150	32,000
<b>Totals for dept 448 - PUBLIC UTILITIES</b>	<b>32,220</b>	<b>32,476</b>	<b>28,150</b>	<b>32,000</b>
Dept 536 - WATER/SEWER				
SEWER EXPENSE	2,337	2,716	2,157	3,000
WATER EXPENSE	878	1,418	1,392	1,400
<b>Totals for dept 536 - WATER/SEWER</b>	<b>3,215</b>	<b>4,134</b>	<b>3,549</b>	<b>4,400</b>
Dept 722 - ZONING				
PART TIME WAGES	6,344	6,344	6,398	6,695
EMPLOYER FICA	485	485	489	620
MEALS & MILEAGE		181	130	310
<b>Totals for dept 722 - ZONING</b>	<b>6,829</b>	<b>7,010</b>	<b>7,017</b>	<b>7,625</b>
Dept 728 - ECONOMIC DEVELOPMENT				
CONTRACTED SERVICES	1,749	1,749	1,911	2,000
ENHANCEMENT PROJECTS	2,188	2,805		
CHRISTMAS DECORATIONS	1,642	58		
<b>Totals for dept 728 - ECONOMIC DEV</b>	<b>5,579</b>	<b>4,612</b>	<b>1,911</b>	<b>2,000</b>

GENERAL FUND

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
BALANCE SHEET / GENERAL	768,243	812,740	818,804	879,660
GOVERNING BODY	96,348	64,918	78,961	86,365
MANAGERS	20,065	17,839	35,951	45,526
PAGE MEMORIAL BUILDING	28,579	23,349	10,725	32,930
POLICE	289,124	207,292	245,084	347,408
PUBLIC WORKS	244,169	220,170	139,999	201,890
PUBLIC UTILITIES-STREET LIGHTING	32,220	32,476	28,150	32,000
WATER/SEWER	3,215	4,134	3,549	4,400
ZONING	6,829	7,010	7,017	7,625
ECONOMIC DEVELOPMENT	5,579	4,612	1,911	2,000
PARKS AND RECREATION	20,397	27,956	36,177	23,550
<b>ESTIMATED REVENUES - FUND 101</b>	<b>768,243</b>	<b>812,740</b>	<b>818,804</b>	<b>879,660</b>
<b>APPROPRIATIONS - FUND 101</b>	<b>746,525</b>	<b>609,756</b>	<b>587,524</b>	<b>783,694</b>
NET OF REVENUES/APPROPRIATIONS	21,718	202,984	231,280	95,966
BEGINNING FUND BALANCE	477,150	498,871	701,855	933,135
<b>ENDING FUND BALANCE</b>	<b>498,868</b>	<b>701,855</b>	<b>933,135</b>	<b>1,029,101</b>

GENERAL FUND APPROPRIATIONS BY PERCENT





# MAJOR STREET FUND

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
<b>REVENUES</b>				
ACT 51 / STREETS	162,017	172,196	153,413	207,431
INTEREST	1,131	1,709	2,196	1,300
REIMBURSEMENTS	1,242			
MISC REVENUE			39,168	10,000
<b>NET OF REVENUES</b>	<b>164,390</b>	<b>173,905</b>	<b>194,777</b>	<b>218,731</b>
Dept 449 - STREET DEPT (ACT 51)				
DEPT HEAD WAGES	4,174	1,904	3,270	3,500
EMPLOYER FICA	315	146	245	350
EMPLOYERS SHARE OF PENSION	69			350
ADMIN BENEFITS	1,039		495	1,400
COLD/HOT PATCH	2,000	406	510	1,300
SALT/SAND ROADS	2,083	3,246	1,856	5,000
CONTRACTED SERVICES	8,138	4,513	3,879	5,000
STREET STRIPING	1,747	348	7,840	4,000
STREET SIGNS	1,229	2,146	1,288	
STREET REPAIRS	37,277	47,206	163,799	280,889
BRUSH REMOVAL	62			
VEHICLE RENTAL - STREET REPAIRS	4,292	2,770	892	5,000
VEHICLE RENTAL - SNOW REMOVAL	4,139	15,546		5,000
MISC EXPENSE	4,359	2,680	1,147	3,000
CIP - IONIA, PEARL, PLEASANT, EMERSON			1,235	
TRANSFERS OUT	49,850	57,068		40,000
<b>Totals for dept 449 - STREET DEPT</b>	<b>120,773</b>	<b>137,979</b>	<b>186,456</b>	<b>354,789</b>
Dept 450 - MAINTENANCE / CONSTRUCTION				
MAINTENANCE WAGES	3,133	3,245	3,336	3,410
MAINTENANCE EMPLOYER FICA	240	248	255	350
MAINTENANCE ER SHARE OF PENSION	175	278	334	350
MAINTENANCE BENEFITS	113	123	141	150
<b>Totals for dept 450 - MAINT. / CONST.</b>	<b>3,661</b>	<b>3,894</b>	<b>4,066</b>	<b>4,260</b>
Dept 869 - SNOW REMOVAL				
SNOW REMOVAL WAGES	4,138	6,579	2,136	3,060
SNOW REMOVAL EMPLOYER FICA	301	476	156	300
SNOW REMOVAL SHARE OF PENSION	263	530	179	350
<b>Totals for dept 869 - SNOW REMOVAL</b>	<b>4,702</b>	<b>7,585</b>	<b>2,471</b>	<b>3,710</b>
<b>ESTIMATED REVENUES - FUND 202</b>	<b>164,390</b>	<b>173,905</b>	<b>194,777</b>	<b>218,731</b>
<b>APPROPRIATIONS - FUND 202</b>	<b>129,136</b>	<b>149,458</b>	<b>192,993</b>	<b>362,759</b>
NET OF REVENUES/APPROPRIATIONS	35,254	24,447	1,784	(144,028)
BEGINNING FUND BALANCE	329,049	364,301	388,749	390,533
<b>ENDING FUND BALANCE</b>	<b>364,303</b>	<b>388,748</b>	<b>390,533</b>	<b>246,505</b>





# LOCAL STREET FUND

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
<b>REVENUES</b>				
OTHER STATE GRANTS		27,815		
STATE REVENUE OTHER		16,226		
ACT 51 / STREETS	54,644	58,049	51,682	69,876
INTEREST	376	1,065	1,446	1,000
REIMBURSEMENTS	497			
MISC REVENUE			218	
TRANSFERS IN	49,850	57,068		40,000
<b>NET OF REVENUES</b>	<b>105,367</b>	<b>160,223</b>	<b>53,346</b>	<b>110,876</b>
Dept 449 - STREET DEPT (ACT 51)				
DEPT HEAD WAGES	1,670	762	1,308	1,500
EMPLOYER FICA	126	58	98	150
EMPLOYERS SHARE OF PENSION	28			150
ADMIN BENEFITS	416		198	650
COLD/HOT PATCH	1,202	406	510	1,000
SALT/SAND ROADS	1,913	3,141	1,856	5,000
CONTRACTED SERVICES	3,658	5,150	5,463	5,000
STREET STRIPING			495	1,000
STREET SIGNS		3,092	1,265	700
STREET REPAIRS	22,199			213,529
BRUSH REMOVAL	1,062	500		
VEHICLE RENTAL - STREET REPAIRS	6,432	3,167	3,907	5,000
VEHICLE RENTAL - SNOW REMOVAL	4,317	5,693		5,000
STORM SEWER		23		500
MISC EXPENSE	15,571	3,072	612	3,000
CIP - IONIA, PEARL, PLEASANT, EMERSON			926	
<b>Totals for dept 449 - STREET DEPT</b>	<b>58,594</b>	<b>25,064</b>	<b>16,638</b>	<b>242,179</b>
Dept 450 - MAINTENANCE / CONSTRUCTION				
MAINTENANCE WAGES	5,012	5,191	5,337	5,500
MAINTENANCE EMPLOYER FICA	383	397	408	500
MAINTENANCE ER SHARE OF PENSION	280	444	534	600
MAINTENANCE BENEFITS	181	197	226	200
<b>Totals for dept 450 - MAINT. / CONST.</b>	<b>5,856</b>	<b>6,229</b>	<b>6,505</b>	<b>6,800</b>
Dept 869 - SNOW REMOVAL				
SNOW REMOVAL WAGES	2,979	2,666	770	3,060
SNOW REMOVAL FICA	216	191	55	300
SNOW REMOVAL SHARE OF PENSION	160	212	60	350
<b>Totals for dept 869 - SNOW REMOVAL</b>	<b>3,355</b>	<b>3,069</b>	<b>885</b>	<b>3,710</b>
<b>ESTIMATED REVENUES - FUND 203</b>	<b>105,367</b>	<b>160,223</b>	<b>53,346</b>	<b>110,876</b>
<b>APPROPRIATIONS - FUND 203</b>	<b>67,805</b>	<b>34,362</b>	<b>24,028</b>	<b>252,689</b>
<b>NET OF REVENUES/APPROPRIATIONS - F</b>	<b>37,562</b>	<b>125,861</b>	<b>29,318</b>	<b>(141,813)</b>
BEGINNING FUND BALANCE	174,348	211,909	337,769	367,087
ENDING FUND BALANCE	<b>211,910</b>	<b>337,770</b>	<b>367,087</b>	<b>225,274</b>



# WATER FUND

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
<b>REVENUES</b>				
WATER REVENUE	850,484	914,756	945,086	954,810
PENALTIES & INTEREST	5,506	6,540	4,203	5,500
FEDERAL GRANTS		1,906,073	20,879	
STATE GRANTS	78,500			
WELLHEAD PROTECTION		7,970	2,756	2,750
WATER HOOK UP FEES	2,219	2,061	2,634	1,500
WATER TURN ON/OFF FEES	821	825	1,221	1,200
FINAL READ INCOME	480	330	339	350
INTEREST	4,195	6,764	7,305	5,000
SALE OF FIXED ASSET	3,272			
INCENTIVE PROGRAM	3,260	2,970	3,286	3,000
REIMB FROM WASTEWATER	10,181			
MISC REVENUE	7,595	755	18,050	5,000
MISC REVENUE-OTHER	310		1,420	
<b>NET OF REVENUES</b>	<b>966,823</b>	<b>2,849,044</b>	<b>1,007,179</b>	<b>979,110</b>
Dept 536 - WATER/SEWER				
DEPT HEAD WAGES	53,024	35,079	46,827	48,500
FULL TIME WAGES	149,374	142,386	150,932	156,100
OVER TIME WAGES	4,843	821	2,124	2,000
PART TIME WAGES	4,763	2,061	4,954	5,000
SICK TIME PAYOUT				500
NO FRINGE BENEFIT INCENTIVE	6,000	3,000	3,278	3,000
EMPLOYER FICA	16,195	13,946	15,330	19,500
EMPLOYERS SHARE OF PENSION	9,469	10,145	15,763	21,400
HEALTH INSURANCE EXPENSE	24,194	28,015	26,091	33,000
ADMIN BENEFITS	8,667		4,056	4,600
DENTAL INSURANCE EXPENSE	5,340	5,496	5,077	4,700
OPTICAL PLAN EXPENSE	531	542	533	600
WELLNESS PROGRAM	90	90		270
DISABILITY INSURANCE	2,536	2,290	2,268	2,200
LIFE INSURANCE EXPENSE	555	444	674	650
WORKMEN'S COMPENSATION	3,081	2,324	2,247	2,200
MEALS & MILEAGE				500
OFFICE SUPPLIES	1,693	1,536	1,185	2,000
SUPPLIES	2,987	546	722	2,500



## WATER FUND (continued)

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
CHEMICAL SUPPLIES	5,396	4,382	3,639	5,000
POSTAGE	714	925	1,283	1,100
MEDICAL & PHYSICALS			157	200
CLOTHING EXPENSE	1,354	1,243	1,147	1,200
GASOLINE PURCHASES	4,464	4,701	3,504	5,500
METER REPLACEMENT	184,415	80,266	14,922	5,000
HYDRANT REPLACEMENT		466		
CONTRACTED SERVICES	24,857	19,839	26,930	20,000
DUES & MEMBERSHIPS	2,580	2,869	3,923	3,700
EDUCATION & TRAINING	2,810	2,915	1,038	1,500
WELLHEAD PROTECTION	6,033	2,775	2,480	5,550
BANK FEES	30	20	22	100
FLEET INSURANCE	14,872	14,191	15,533	15,000
WATER TESTING FEES	1,032	1,296	2,390	2,100
COMMUNICATION EXPENSE	2,755	3,557	3,811	3,800
PRINTING & PUBLISHING	414	885		500
GAS AND ELECTRIC	57,108	57,551	55,862	63,000
MAINTENANCE/REPAIR-BUILDING	1,002	4,307	1,983	1,500
MAINTENANCE/REPAIR-EQUIPMENT	5,337	6,285	6,544	46,000
MAINTENANCE/REPAIR-VEHICLE	3,972	3,316	617	2,500
MAINTENANCE/REPAIR-WATER LINES	5,731	3,285	2,930	700,448
MAINTENANCE/REPAIRS-TANKS	88,060	74,235	81,105	74,235
WELL REPAIRS	25,281		5,463	5,000
IRON REMOVAL			95	70,000
EQUIPMENT LEASE PAYMENT	2,172	7,603	12,783	15,600
SCADA CONTROL SYSTEM		1,500	2,296	2,500
MISC EXPENSE	1,108	824	8	1,000
DEPRECIATION EXPENSE	127,555	180,432		
CAPITAL OUTLAY-EQUIPMENT			21,954	
CAPITAL OUTLAY-VEHICLES			61,423	
HARDWARE	6,414	10,028	8,402	9,600
SOFTWARE		724		1,000
CAPITAL IMPROVEMENT BOND			29,061	26,600
CAPITAL IMPROVEMENT BOND II			17,044	15,600
USDA BOND 2016			69,922	66,000
INTEREST EXPENSE	180,743	86,742	50,174	81,224
BOND COSTS	9,300			
<b>Totals for dept 536 - WATER DEPT</b>	<b>1,058,851</b>	<b>825,883</b>	<b>790,506</b>	<b>1,561,277</b>
<b>ESTIMATED REVENUES - FUND 591</b>	<b>966,823</b>	<b>2,849,044</b>	<b>1,007,179</b>	<b>979,110</b>
<b>APPROPRIATIONS - FUND 591</b>	<b>1,058,851</b>	<b>825,883</b>	<b>790,506</b>	<b>1,561,277</b>
<b>NET OF REVENUES/APPROPRIATIONS - F</b>	<b>(92,028)</b>	<b>2,023,161</b>	<b>216,673</b>	<b>(582,167)</b>
BEGINNING FUND BALANCE	2,896,478	4,352,012	6,375,167	6,591,840
FUND BALANCE ADJUSTMENTS	1,547,566			
<b>ENDING FUND BALANCE</b>	<b>4,352,016</b>	<b>6,375,173</b>	<b>6,591,840</b>	<b>6,009,673</b>



# GENERAL HIGHWAY FUND

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
<b>REVENUES</b>				
CURRENT REAL PROPERTY TAXES	176,841	189,104	208,042	191,000
CURRENT PERSONAL PROPERTY TAX	24,464	25,130	15,491	14,000
DELINQUENT REAL PROPERTY TAX	11,198		11,540	11,000
DELINQUENT PERSONAL PROPERTY TAXES	(4,939)			
PENALTIES & INTEREST ON TAXES	173	11	3	5
INTEREST	1,218	1,845	2,479	2,400
REIMBURSEMENTS	2,856			
MISC REVENUE	465			
DEBT PRINCIPAL	(508,200)			
<b>NET OF REVENUES</b>	<b>720,476</b>	<b>216,090</b>	<b>237,555</b>	<b>218,405</b>
Dept 446 - HIGHWAYS, STREETS				
ADMINISTRATION WAGES	9,600	4,379	7,520	9,100
ADMINISTRATION FICA	725	335	563	850
ADMIN EMPLOYERS SHARE OF PENSION	159			1,000
ADMIN BENEFITS	2,391		1,138	
CONTRACTED SERVICES	251			
DOWNTOWN DEVELOPMENT			6,075	
STREET REPAIRS	60,469			213,529
SIDEWALK REPLACEMENT PROGRAM		4,927	3,614	5,000
CIP - IONIA, PEARL, PLEASANT, EMERSON			926	
MTF BOND PAYMENT - PRINCIPAL	57,200	55,000	60,090	60,000
CAPITAL IMPROVEMENT BOND - PRIN		8,400	9,177	8,400
CAPITAL IMPROV BOND II - PRIN	514,500	32,900	39,768	36,400
MTF BOND INTEREST	11,822	9,293	9,489	7,650
CAP IMPROVE BOND I INTEREST		1,415	1,381	1,264
CAP IMPROV BOND II INTEREST	21,822	11,941	11,286	10,400
BOND COSTS	21,700			
<b>Totals for dept 446 - HIGHWAYS, STREETS</b>	<b>700,639</b>	<b>128,590</b>	<b>151,027</b>	<b>353,593</b>
Dept 450 - MAINTENANCE / CONSTRUCTION				
STREET ADMIN SALARY	18,796	19,467	20,016	20,460
STREET ADMIN FICA	1,438	1,489	1,531	2,000
EMPLOYERS SHARE OF PENSION	1,050	1,666	2,002	2,200
STREET ADMIN BENEFITS	422	460	640	
<b>Totals for dept 450 - MAINTENANCE / CONSTRUCTION</b>	<b>21,706</b>	<b>23,082</b>	<b>24,189</b>	<b>24,660</b>
<b>ESTIMATED REVENUES - FUND 204</b>	<b>212,276</b>	<b>216,090</b>	<b>237,555</b>	<b>218,405</b>
<b>APPROPRIATIONS - FUND 204</b>	<b>214,145</b>	<b>151,672</b>	<b>175,216</b>	<b>378,253</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 204</b>	<b>(1,869)</b>	<b>64,418</b>	<b>62,339</b>	<b>(159,848)</b>
BEGINNING FUND BALANCE	302,488	300,617	365,035	427,374
ENDING FUND BALANCE	<b>300,619</b>	<b>365,035</b>	<b>427,374</b>	<b>267,526</b>



## CAR SHOW FUND

The Lake Odessa Car Show will be holding its 17th annual event in FY 2020-2021. The family-friendly event attracts hundreds to the Lake Odessa community who showcase their specialty cars. Trophies, awards and dash plaques are distributed at the event. The special event features live entertainment by a DJ, food vendors and giveaways.

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
REVENUES				
FOOD BOOTH FEES	25		25	25
REGISTRATIONS	770	910	900	900
VENDORS			15	
INTEREST	4	9	9	5
DONATIONS-PRIVATE SOURCES	1,275	2,195	2,330	2,000
T-SHIRT REVENUE	212	110	140	100
<b>NET OF REVENUES</b>	<b>2,286</b>	<b>3,224</b>	<b>3,419</b>	<b>3,030</b>
Dept 753 - CAR SHOW				
SUPPLIES	324	1,043	1,314	800
T-SHIRTS EXPENSE			714	200
ADVERTISING	371	564	640	650
TROPHIES	1,349	1,478	774	800
FLYERS			162	170
DOOR PRIZES			120	150
DJ	250	300	350	350
PORT A POTTY	225		151	150
<b>Totals for dept 753 - CAR SHOW</b>	<b>2,519</b>	<b>3,385</b>	<b>4,225</b>	<b>3,270</b>
<b>ESTIMATED REVENUES - FUND 291</b>	<b>2,286</b>	<b>3,224</b>	<b>3,419</b>	<b>3,030</b>
<b>APPROPRIATIONS - FUND 291</b>	<b>2,519</b>	<b>3,385</b>	<b>4,225</b>	<b>3,270</b>
NET OF REVENUES/APPROPRIATIONS	(233)	(161)	(806)	(240)
BEGINNING FUND BALANCE	7,538	7,305	7,144	6,338
<b>ENDING FUND BALANCE</b>	<b>7,305</b>	<b>7,144</b>	<b>6,338</b>	<b>6,098</b>



## ARTS COMMISSION FUND

Planning is underway for Art in the Park as the Arts Commission celebrates its 46<sup>th</sup> year in 2020. The Arts Commission is a nine-member board whose members are appointed by the Lake Odessa Village President for three-year terms. In addition to overseeing Art in the Park each year, commission members are responsible for sponsoring and encouraging cultural and educational activities within Lake Odessa and the surrounding areas.

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
<b>REVENUES</b>				
ART IN THE PARK REVENUE-NEXT FY	1,220	1,685	2,225	1,500
ART IN THE PARK REVENUE	2,645	4,090	2,890	2,250
STATE GRANTS	2,932	14,914	1,400	2,222
FOOD BOOTH FEES	450	350	550	350
CONCESSIONS	203			
DONATIONS-PRIVATE SOURCES	3,662	3,000	3,031	3,000
MISC REVENUE	32	30		150
<b>NET OF REVENUES</b>	<b>11,144</b>	<b>24,069</b>	<b>10,096</b>	<b>9,472</b>
Dept 752 - ARTS				
OPER EXPENSE-GRANT DISBURSEMENT	50	50	50	50
REFUND/REIMBURSEMENTS	20	60	83	60
SUPPLIES	648	439	95	400
POSTAGE	121	90	154	100
OPERATING EXPENSE	191	99	198	100
T-SHIRTS		540	369	500
SOUND		1,500	1,500	1,500
ROLLS	150			200
CONCESSIONS SUPPLIES	602	261	333	100
CREDIT CARD FEES			147	
RADIOS	53	75	100	75
TELEPHONE	131	67	316	
ADVERTISING	5,788	8,529	5,233	2,537
KIDS AREA	508	223	228	300
ENTERTAINMENT	2,650	850	740	850
PORT A POTTY	315	380	252	200
MISCELLANEOUS EXPENSE	50	57		
PARK IMPROVEMENTS			494	
PROJECT COSTS	2,479	2,770	1,483	2,500
<b>Totals for dept 290 - Arts</b>	<b>13,756</b>	<b>15,990</b>	<b>11,775</b>	<b>9,472</b>
<b>ESTIMATED REVENUES - FUND 290</b>	<b>11,144</b>	<b>24,069</b>	<b>10,096</b>	<b>9,472</b>
<b>APPROPRIATIONS - FUND 290</b>	<b>13,756</b>	<b>15,990</b>	<b>11,775</b>	<b>9,472</b>
NET OF REVENUES/APPROPRIATIONS	(2,612)	8,079	(1,679)	
BEGINNING FUND BALANCE	10,375	7,765	15,842	14,163
<b>ENDING FUND BALANCE</b>	<b>7,763</b>	<b>15,844</b>	<b>14,163</b>	<b>14,163</b>



# DOWNTOWN DEVELOPMENT AUTHORITY

Under the provisions of Act 197 of Public Acts of 1975 of the State of Michigan, as amended, the Downtown Development Authority was established in 2004, in the Village of Lake Odessa. The Act was developed to assist units of government in their encouragement of historic preservation and to encourage and promote economic development, growth and revitalization in central business districts of Michigan municipalities.

In 1991, the Planning Commission of Lake Odessa adopted a Land Use Plan for the Village which incorporated various goals, objectives and strategies paralleling the purposes of a DDA as expressed in the Act. In addition, in December 2002, community visioning and imaging workshops facilitated by Michigan State University and the Small Town Design Initiative revealed a broad range of issues and land use challenges and it outlined a set of recommendations for the downtown area.

Approximately 25 years ago, the Village Council and Village staff began contemplating the formation of a DDA in the Village. The formation of a DDA was seen as an additional implementation tool for the strategies and policies outlined in the Land Use Plan. On November 15, 2004, the Village Council adopted a resolution of intent to establish the Lake Odessa DDA and on December 20, 2004 a hearing was held pursuant to Section 3(2) of the Act, to consider the formation of the Authority.

DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 RECOMMENDED BUDGET
REVENUES				
CURRENT REAL PROPERTY TAXES		28,902	19,630	30,000
INTEREST		31	57	50
DONATIONS-PRIVATE SOURCES		1,890	1,027	900
<b>NET OF REVENUES</b>		<b>30,823</b>	<b>20,714</b>	<b>30,950</b>
Dept 275 - DDA				
CONTRACTED SERVICES				5,000
DUES & MEMBERSHIPS		25	27	
EDUCATION & TRAINING			42	1,000
ADVERTISING		443	605	2,000
BEAUTIFICATION		7,032	6,539	29,700
CHRISTMAS DECORATIONS		1,314	2,463	
<b>Totals for dept 275 - DDA</b>		<b>8,814</b>	<b>9,676</b>	<b>37,700</b>
<b>ESTIMATED REVENUES - FUND 248</b>		<b>30,823</b>	<b>20,714</b>	<b>30,950</b>
<b>APPROPRIATIONS - FUND 248</b>		<b>8,814</b>	<b>9,676</b>	<b>37,700</b>
NET OF REVENUES/APPROPRIATIONS - FUND 248		22,009	11,038	(6,750)
BEGINNING FUND BALANCE			27,716	38,754
FUND BALANCE ADJUSTMENTS		5,706		
<b>ENDING FUND BALANCE</b>		<b>27,715</b>	<b>38,754</b>	<b>32,004</b>