



**PROPOSED AGENDA
REGULAR MEETING OF THE LAKE ODESSA VILLAGE COUNCIL
WEDNESDAY, JANUARY 17, 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. Minutes: To approve the meeting minutes from the following Village Council meetings:

- a) Minutes from the regular Village Council meeting of December 18, 2023

VII. Expenditures:

- a) Approve bills equal to or less than \$3,000.00 each from 12/1/2023 to 12/31/2023.
- b) Approve bills in excess of \$3,000.00 each, including:
 - i. Dixon Engineering – Bonanza Road Detention Tanks – \$19,500.00 (Paid)
 - ii. Elieff Brothers Roofing – Water Treatment Plant New Roof – \$13,845.37 (Paid)
 - iii. Pro Comm Inc. – Outfit and Detail 2023 Police Vehicle – \$23,009.50 (Paid)
 - iv. State of Michigan – Jordan Lake Trail Construction – \$31,774.02 (Paid)
 - v. Visual Entities – DDA Community Welcome Sign -- \$26,574.75 (Paid)

VIII. Consent Agenda

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

Reports and Minutes: To accept and file the following:

- a) Lake Odessa Area Arts Commission November 13, 2023 Regular Meeting Minutes
- b) Lake Odessa Area Arts Commission December 27, 2023 Special Meeting Minutes
- c) Downtown Development Authority January 9, 2024 Regular Meeting Minutes
- d) Lakewood Wastewater Authority November 13, 2023 Meeting Minutes
- e) Lakewood Recreational Authority January 8, 2024 Meeting Minutes

IX. Departmental Reports:

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

X. Committee Reports

- a) Personnel
- b) Finance
- b) Parks and Recreation

XI. Presentations

- a) None

XII. Public Hearing

- a) Michigan Community Development Block Grant (CDBG) Funding for CDBG Housing Improving Local Livability (CHILL) Grant – Homeowner Rehab

XIII. New Business:

- a) Proposed Resolution 2024-01: Establishing the Cost-of-Living Wage Adjustment for Fiscal Year 2024-25
- b) Proposed Resolution 2024-02: Approving Council Policy 2024-01
- c) Proposed Resolution 2024-03: Approving an Agreement Between the Village of Lake Odessa and the Jordan Lake Trail Board for the Donation of Artwork
- d) Proposed Resolution 2024-04: Approving the Auctioning of Village-Owned Equipment
- e) Proposed Resolution 2024-05: Approving the Setting of a Public Hearing for the Adoption of the FY 2024-2025 Village of Lake Odessa Budget and Millage Rates
- f) Proposed Resolution 2024-06: Approving Application for Community Development Block Grant Funds for CDBG Housing Improving Local Livability (CHILL)
- g) Proposed Resolution 2024-07: Adopting a Policy Prohibiting the Use of Excessive Force Against Non-Violent Civil Rights Demonstrators
- h) Proposed Resolution 2024-08: Approving Council Policy 2024-02

XIV. Miscellaneous Correspondence:

- a) None

XV. Trustee Comments

XVI. Public Comment (See Above)

XVII. Adjournment

Council Meeting Minutes

VILLAGE OF LAKE ODESSA
MINUTES
REGULAR COUNCIL MEETING
DECEMBER 18, 2023
PAGE MEMORIAL BUILDING
839 FOURTH AVENUE
LAKE ODESSA, MICHIGAN 48849

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

ROLL CALL

Council present: President Karen Banks, Trustee Mike Brighton, Trustee Terri Cappon, Trustee Jennnifer Hickey, Trustee Carrie Johnson, Trustee Martha Yoder

Council absent: Trustee Rob Young

Staff present: Kendra Backing, Kathy Forman, Jesse Trout

APPROVAL OF THE AGENDA

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

PUBLIC COMMENT ON AGENDA ITEMS

None

MINUTES

Motion by Cappon, supported by Brighton, to approve the minutes from the following Village Council meetings:

November 20, 2023 Village Council regular meeting;
November 29, 2023 Village Council special meeting;
December 6, 2023 Village Council special meeting.

All ayes; motion carried 6-0.

BILLS

Motion by Cappon, supported by Brighton, to approve expenditures equal to or less than \$3,000.00 for the period 11/1/2023 through 11/30/2023. All ayes; motion carried 6-0.

Motion by Yoder, supported by Hickey to approve bills in excess of \$3,000 as submitted.

All ayes; motion carried 6-0.

CONSENT AGENDA

None

DEPARTMENTAL REPORTS

Manager: Memo from President Banks.

Clerk/Treasurer: Report submitted.

Police: Report submitted.

Public Works: Report submitted.

Planning and Zoning: Report submitted.

COMMITTEE REPORTS:

Personnel Committee: No report.
Finance Committee: No report.
Parks & Recreation Committee: No report.

PRESENTATIONS

None

UNFINISHED BUSINESS

- a) Proposed Resolution 2023-63: Reassign the position of Village Clerk/Treasurer to Step 6 and authorizing retroactive compensation for certain work performed.

Motion by Yoder, supported by Cappon, to approve proposed Resolution 2023-63. Banks called for a roll call vote. Yes: Yoder, Cappon, Brighton, Hickey, Johnson, Banks; No: None; Absent: Young; Abstain: None. Motion passed, 6-0.

- b) Proposed Resolution 2023-72: Correcting Resolution 2023-60.

Motion by Hickey, supported by Cappon, to approve proposed Resolution 2023-72. Banks called for a roll call vote. Yes: Hickey, Cappon, Brighton, Johnson, Yoder, Banks; No: None; Absent: Young; Abstain: None. Motion passed, 6-0.

- c) Proposed Resolution 2023-69: Rescind an Agreement between the Village of Lake Odessa and the Jordan Lake Trail Board.

Motion by Johnson, supported by Brighton, to approve proposed Resolution 2023-69. Banks called for a roll call vote. Yes: Johnson, Brighton, Cappon, Hickey, Yoder, Banks; No: None; Absent: Young; Abstain: None. Motion passed, 6-0.

- d) Discussed a Land Purchase offer from Nathan, Diane & Parker Sprague. Nathan Sprague commented on their offer. Several comments and concerns were raised and discussed.

Motion by Yoder, supported by Johnson, to proceed with the sale of .7 acre of land on Musgrove Highway to The Sprague Family. Banks called for a roll call vote. Yes: Yoder, Johnson, Cappon, Hickey, Banks; No: Brighton; Absent: Young; Abstain: None. Motion passed, 5-1.

NEW BUSINESS

- a) Proposed Resolution 2023-70: Amendment of Village Council Rules of Procedure.

Motion by Hickey, supported by Cappon, to approve proposed Resolution 2023-70. Banks called for a roll call vote. Yes: Hickey, Cappon, Brighton, Johnson, Yoder, Banks; No: None; Absent: Young; Abstain: None. Motion passed, 6-0.

- b) Proposed Resolution 2023-71: Approving the Appointment List as presented for various Village posts, boards, and commissions.

Motion by Brighton, supported by Cappon, to approve proposed Resolution 2023-71. Banks called for a roll call vote. Yes: Brighton, Cappon, Hickey, Johnson, Yoder, Banks; No: None; Absent: Young; Abstain: None. Motion passed, 6-0.

- c) Proposed Resolution 2023-73: Approve Beach Soil Borings.

Motion by Brighton, supported by Yoder, to approve proposed Resolution 2023-73.

Banks called for a roll call vote. Yes: Brighton, Yoder, Cappon, Hickey, Johnson, Banks; No: None; Absent: Young; Abstain: None. Motion passed, 6-0.

- d) Motion by Hickey, supported by Cappon, to approve the proposed 2024 Village of Lake Odessa Council Meeting schedule as presented. All ayes; motion carried 6-0.

- e) Discussed a request that was received from Franklin Metal Trading Corporation to annex two parcels from Odessa Township into the Village of Lake Odessa. Mark Clark, President of Franklin Metals, presented a description of why they would like the annexation. Questions were raised and discussed. It was decided that President Banks would proceed with more research. Zoning should be reviewed and consultation with the Village attorney is necessary.

- f) The MSHDA CHILL Program was discussed. The Village of Lake Odessa submitted a letter of Intent for Round 2 of the funding. Marilyn Smith is assisting the Village on this grant.

MISCELLANEOUS CORRESPONDENCE

- a) ICEA sent a Thank You Letter for the Village of Lake Odessa's support.

TRUSTEE COMMENTS

Banks – Gregg Guetschow will be facilitating a meeting with council members and department heads to think about what the village administration should like going forward.

Brighton – Happy Holidays! Thanked staff for hanging in while things are figured out.

Cappon – Thanked those that helped organized and contributed to Operation Christmas Cheer.

Hickey – None.

Johnson – None.

Yoder – None.

PUBLIC COMMENT

1. Carolyn Mayhew, Jordan Lake Trail Board – Expressed her displeasure with the JLT along Sewer Road. Asked the Village for suggestions of recourse to correct the problems with dirt on the trail and water drainage.

ADJOURNMENT

Motion by Hickey, supported by Yoder, to adjourn the meeting. All ayes: motion carried 6-0.

Meeting adjourned at 7:47 pm.

Respectfully submitted,

Kathy S. Forman
Village Clerk / Treasurer

Expenditures

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank ARTS					
12/20/2023	ARTS	3352	VERIZON	VERIZON WIRELESS	43.64
12/28/2023	ARTS	3353	KAREN	KAREN BANKS	99.00
ARTS TOTALS:					
Total of 2 Checks:					142.64
Less 0 Void Checks:					0.00
Total of 2 Disbursements:					142.64
Bank DDA 6015 DOWNTOWN DEVELOPMENT AUTHORITY					
12/07/2023	DDA	1229	VISUAL	VISUAL ENTITIES	26,574.75
DDA TOTALS:					
Total of 1 Checks:					26,574.75
Less 0 Void Checks:					0.00
Total of 1 Disbursements:					26,574.75
Bank GEN 1447 GENERAL FUND					
12/07/2023	GEN	42706	AMAZON	AMAZON CAPITAL SERVICES, INC.	1,100.68
12/07/2023	GEN	42707	CONSUMERS	CONSUMERS ENERGY	2,321.90
12/07/2023	GEN	42708	GRANGER	GRANGER	66.96
12/07/2023	GEN	42709	JIM'S	JIM'S SERVICE	914.26
12/07/2023	GEN	42710	NAPA	MOTOR PARTS AND EQUIPMENT COMPANY	168.92
12/07/2023	GEN	42711	ODESSA	ODESSA TOWNSHIP	2.78
12/07/2023	GEN	42712	USTREASURY	UNITED STATES TREASURY	36.27
12/07/2023	GEN	42713	VERIZON	VERIZON WIRELESS	153.06
12/07/2023	GEN	42714	WEX	WEX BANK	2,114.00
12/07/2023	GEN	42715	MDOT	STATE OF MICHIGAN	31,774.02
12/07/2023	GEN	42716	UNION BANK	UNION BANK	2,692.27
12/13/2023	GEN	42717	CONSUMERS	CONSUMERS ENERGY	800.59
12/13/2023	GEN	42718	LACOC	LAKEWOOD AREA CHAMBER OF COMMERCE	40.00
12/13/2023	GEN	42719	MILLER	MILLER JOHNSON	1,199.00
12/14/2023	GEN	42720	COREWELL	COREWELL HEALTH WEST OCCUP HLTH	88.00
12/14/2023	GEN	42721	SBAM PLAN	SBIS	414.60
12/14/2023	GEN	42722	011	UNION BANK	15.00
12/20/2023	GEN	42723	AMAZON	AMAZON CAPITAL SERVICES, INC.	398.04
12/20/2023	GEN	42724	BCN	BLUE CARE NETWORK	1,695.51
12/20/2023	GEN	42725	BLUE CROSS	BLUE CROSS BLUE SHIELD OF MICHIGAN	76.11
12/20/2023	GEN	42726	IT RIGHT	VC3, INC	108.00
12/20/2023	GEN	42727	JERRY'S	JERRY'S TIRE	173.00
12/20/2023	GEN	42728	JOHN	JOHN DEERE FINANCIAL	818.13
12/20/2023	GEN	42729	MSP	MICHIGAN STATE POLICE	66.00
12/20/2023	GEN	42730	NAPA	MOTOR PARTS AND EQUIPMENT COMPANY	20.76
12/20/2023	GEN	42731	NAPA	MOTOR PARTS AND EQUIPMENT COMPANY	264.58
12/20/2023	GEN	42732	VERIZON	VERIZON WIRELESS	290.48
12/20/2023	GEN	42733	WALKER	WALKER, FLUKE & SHELDON, PLC	112.50
12/20/2023	GEN	42734	WOW	WOW! BUSINESS	121.00
12/27/2023	GEN	42735	ADT	ADT COMMERCIAL	63.74
12/27/2023	GEN	42736	AMAZON	AMAZON CAPITAL SERVICES, INC.	51.75
12/27/2023	GEN	42737	CARL'S	CARL'S SUPERMARKET	4.49
12/27/2023	GEN	42738	CHROUCH	CHROUCH COMMUNICATIONS, INC.	655.00
12/27/2023	GEN	42739	CINTAS	CINTAS FIRST AID & SAFETY	61.03
12/27/2023	GEN	42740	CONRADs	CONRADs QUICK LUBE	100.00
12/27/2023	GEN	42741	DICKINSON	DICKINSON WRIGHT PLLC	740.00
12/27/2023	GEN	42742	KAREN	KAREN BANKS	18.00
12/27/2023	GEN	42743	MENARD	MENARDS-IONIA	128.21
12/27/2023	GEN	42744	MISC	KOENIG CONSTRUCTION	75.00
12/27/2023	GEN	42745	WOW	WOW! BUSINESS	101.25
12/27/2023	GEN	42746	WOW	WOW! BUSINESS	146.62
12/27/2023	GEN	42747	KIESLER	KIESLER POLICE SUPPLY	690.00
12/28/2023	GEN	42748	PRO COMM	PRO COMM INC	23,009.50
GEN TOTALS:					
Total of 43 Checks:					73,891.01
Less 0 Void Checks:					0.00
Total of 43 Disbursements:					73,891.01
Bank HWY 6659 GENERAL HWY					
12/14/2023	HWY	2140	SBAM PLAN	SBIS	76.87
12/20/2023	HWY	2141	BCN	BLUE CARE NETWORK	44.50

01/05/2024 04:36 PM			CHECK REGISTER FOR VILLAGE OF LAKE ODESSA		Page: 2/2
User: KATHY			CHECK DATE FROM 12/01/2023 - 12/31/2023		
DB: Lake Odessa Vil					
Check Date	Bank	Check	Vendor	Vendor Name	Amount
HWY TOTALS:					
Total of 2 Checks:					121.37
Less 0 Void Checks:					0.00
Total of 2 Disbursements:					121.37
Bank LOC 6646 LOCAL STREETS					
12/14/2023	LOC	2406	SBAM PLAN	SBIS	11.29
12/20/2023	LOC	2407	BCN	BLUE CARE NETWORK	7.74 V
12/20/2023	LOC	2408	BLUE CROSS	BLUE CROSS BLUE SHIELD OF MICHIGAN	12.16 V
12/20/2023	LOC	2409	BCN	BLUE CARE NETWORK	7.74
12/20/2023	LOC	2410	BLUE CROSS	BLUE CROSS BLUE SHIELD OF MICHIGAN	12.16
LOC TOTALS:					
Total of 5 Checks:					51.09
Less 2 Void Checks:					19.90
Total of 3 Disbursements:					31.19
Bank MAJ 6633 MAJOR STREETS					
12/14/2023	MAJ	2475	SBAM PLAN	SBIS	11.79
12/20/2023	MAJ	2476	BCN	BLUE CARE NETWORK	19.34
12/20/2023	MAJ	2477	BLUE CROSS	BLUE CROSS BLUE SHIELD OF MICHIGAN	7.61
MAJ TOTALS:					
Total of 3 Checks:					38.74
Less 0 Void Checks:					0.00
Total of 3 Disbursements:					38.74
Bank PR VI 1498 PAYROLL					
12/08/2023	PR VI	30 (E)	AMERICAN F	AMERICAN FUNDS	187.50
PR VI TOTALS:					
Total of 1 Checks:					187.50
Less 0 Void Checks:					0.00
Total of 1 Disbursements:					187.50
Bank WATER 6620 WATER					
12/07/2023	WATER	5824	BADGER	BADGER METER	809.90
12/07/2023	WATER	5825	CITY SERVI	CITY SERVICES INCORPORATED	2,160.00
12/07/2023	WATER	5826	VERIZON	VERIZON WIRELESS	36.64
12/07/2023	WATER	5827	WEX	WEX BANK	1,027.02
12/13/2023	WATER	5828	AT&T	AT&T	142.91
12/13/2023	WATER	5829	CONSUMERS	CONSUMERS ENERGY	1,173.08
12/14/2023	WATER	5830	SBAM PLAN	SBIS	303.06
12/20/2023	WATER	5831	BCN	BLUE CARE NETWORK	3,555.17
12/20/2023	WATER	5832	BLUE CROSS	BLUE CROSS BLUE SHIELD OF MICHIGAN	198.51
12/20/2023	WATER	5833	DIXON	DIXON ENGINEERING, INC.	19,500.00
12/20/2023	WATER	5834	FERGUSON	FERGUSON WATERWORKS	570.00
12/20/2023	WATER	5835	IT RIGHT	VC3, INC	22.00
12/20/2023	WATER	5836	VERIZON	VERIZON WIRELESS	130.92
12/20/2023	WATER	5837	WALKER	WALKER, FLUKE & SHELDON, PLC	112.50
12/27/2023	WATER	5838	ELIEFF	ELIEFF BROTHERS ROOFING INC	13,845.37
12/27/2023	WATER	5839	WOW	WOW! BUSINESS	73.31
WATER TOTALS:					
Total of 16 Checks:					43,660.39
Less 0 Void Checks:					0.00
Total of 16 Disbursements:					43,660.39
REPORT TOTALS:					
Total of 73 Checks:					144,667.49
Less 2 Void Checks:					19.90
Total of 71 Disbursements:					144,647.59

DIXON ENGINEERING, INC.

1104 Third Avenue, Lake Odessa, MI 48849 • Tel: 616-374-3221 • Fax: 616-374-7116

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

Invoice number 23-1440
Date 12/18/2023

Project MI2023EVB-5557 LAKE ODESSA MI

Description	Contract Amount	Prior Billed	Current Billed
Detention Tanks - (Bonanza Rd) #22 34 01 20			
Technical Specifications	2,000.00	0.00	2,000.00
Blast & Paint Interior - Fedewa Inc.	13,000.00	0.00	13,000.00
Preconstruction Meeting	500.00	0.00	500.00
Project Administration	2,000.00	0.00	2,000.00
Critical Phase Coating	2,500.00	0.00	2,000.00
Subtotal	20,000.00	0.00	19,500.00
Total	20,000.00	0.00	19,500.00

ST
591-536-937

Invoice total 19,500.00

PLEASE MAKE PAYMENT TO OUR CORPORATE OFFICE: DIXON ENGINEERING, INC., 1104 THIRD AVENUE, LAKE ODESSA MI 48849

ALL INVOICES DUE NET 30

PAYMENT BY CREDIT CARD --- PLEASE VISIT OUR WEB SITE AT --- www.dixonengineering.net/invoice-payment/.

Enter the password: InvoiceAcce\$\$

INVOICE

Elieff Brothers Roofing Inc.
6737 Lansing Rd
Charlotte, MI 48813
(517) 627-7999

Home Improvement Representative
Tony Hernandez
(517) 627-7999



Jesse Trout
2367 Bonanza Rd
Lake Odessa, MI, 48849
Job #233034

Invoice #	5757
Date	12/12/2023
Amount Due	\$13,845.37
Due Date	Due on Receipt

Thankyou for your business Jesse! please send in balance due within 7 days

Item	Description
House	
Job Site Preparations	Before beginning work, we will prepare the jobsite by protecting the exterior of your home with tarps & plywood sheets. We will move any lawn ornaments, patio furniture, etc, when necessary. We will place a dump trailer in your driveway as close up to the house as possible.
Roof Tear-Off	Remove all existing roofing materials down to the deck.
Unknown Extra Roof Layers	In all roofing scenarios there is a possibility that there are extra layers of roofing beyond what has been specified in this contract that cannot be identified until the tear-off has begun. Any extra layers will be billed at an additional \$45 per square per layer of shingles and/or \$90 per square per layer of cedar shake. *Property Owner Initials: _____ *
Worse Case Scenario- Decking	In all roofing scenarios there is a possibility your structure has rotted wood decking or wood decking that no longer meets today's construction code which cannot be identified until the tear-off has begun. Sheets will be billed at \$60 per sheet. *Property Owner Initials: _____ *
Drip Edge	WHITE Standard Weight. 10' Stick *Property Owner Initials: _____ *
Approved Ice & Water Shield	Installation of at least 2 courses (6 feet) of Ice & Water Shield on all eave edges, in all valley intersections, around all plumbing vents, and all brick penetrations including chimneys. 65'/Roll
Step Flashing	8"x8" L-shaped aluminum pieces laced into each course ensuring water properly drains away. 100 pieces per box. Flashes 33'
Approved underlayment	Synthetic water-resistant underlayment applied on top of entire roof, including the Ice & Water Shield barrier. 10 Square per Roll.
Approved Starter Shingles	Prevents wind uplift of shingles at eaves and rakes and increases ice dam protection. 116' per Bundle
Approved Ridge Vent	Has an external wind baffle design that actually pulls air from the attic while deflecting rain and snow. The internal filter prevents entry of dust and insects. 4' Each

Item	Description
Atlas Pinnacle Shingles	HEARTHSTONE All shingles will be fastened with FIVE nails in each shingle.
Atlas ProCut Hip&Ridge Shingles	HEARTHSTONE Features a 5-5/8" exposure to match Atlas Pinnacle/Storm Master shingle exposure. 31' per Bundle *Property Owner Initials: _____ *
3/12 pitch ice shield install	Installation of ice and water shield on the entire surface of the 3/12 pitch roof. This ice shield has a release film on so that the roofing materials installed over the ice shield will release in the future when the building is re roofed/serviced
Plumbing Flashing	Install new vinyl Boot, additional UV Collar, and paint vent pipe black.
Roofing Shop Supplies	
Additional Information	
Recycle & Disposal of Materials	
Daily Jobsite Cleanup	Use Of A Trailer NOT a Dumpster. Landscaping/grounds to be protected by a combination of tarps and sheets of plywood. At job completion a large magnet will be used to pickup any nails or bits of metal that may have fallen in the yard.
Installation Timeframe	Installation timelines may vary throughout the year due to market volatility, material availability, and weather conditions. While we strive for a prompt completion, we cannot guarantee an exact timeframe. Your understanding is appreciated.
Delivery of Materials	Shingles will be placed directly onto your roof by a boom truck pulling onto your driveway. Should a client choose to deny the boom truck access onto their driveway or should the structural integrity of the driveway pose a significant risk of cracking, the client agrees to pay an additional \$30 per Square for the shingles to be delivered on the ground and carried up on the roof by hand. *Property Owner Initials _____ *
Permit Fees	*WHAT IS YOUR LOCAL PERMIT JURISDICTION?* Cost includes any permits required by local jurisdictions.
Lifetime Workmanship Warranty	This project carries a Lifetime Workmanship Warranty. The warranty is transferable to the next property owner who will receive a Workmanship Warranty valid for 20 years from the date of install. After it has been transferred once it is no longer transferable.
Preferred Customer Discount	In appreciation for being a loyal customer of Elieff Brothers, you are receiving a preferred customer discount in addition to any other discounts you may be eligible for.

Final balance payment due upon receipt of this Invoice. A 5% finance charge will be added to balance due if not paid within the Invoice Due Date. In the event of default, I understand and agree that I am legally liable for 1-1/2% simple interest per month (18% APR) and all costs of collection, including, collection agency fees, reasonable attorney fees, court costs, and all other costs to collect this debt. A 3% service fee will be applied to all phone-in credit card sales.

ST
591-536-931-001

Sub Total	\$19,645.37
Total	\$19,645.37
Payment 11/2/2023	\$5,800.00
Amount Paid	\$5,800.00
Balance Due	\$13,845.37

*Card payment may incur a convenience fee which is calculated at checkout.

Make a payment >

 Verified secure



Two-way Radio Communications · Emergency Vehicle Solutions

Mt. Pleasant 989-772-3751 · Flint Twp. 810-659-5000

Invoice

INVOICE NUMBER	48131
DATE	12/27/2023

BILL TO:
LAKE ODESSA POLICE DEPARTMENT KENDRA BACKING 839 4TH AVE LAKE ODESSA, MI 48849

REMITTANCE ADDRESS:
PRO COMM INC PO BOX 462 MOUNT PLEASANT, MI 48804

101-301-901.000

PO NUMBER	S.O. No.	TERMS	DUE DATE
	8454	Net 15	1/11/2024

QTY.	ITEM	DESCRIPTION	EACH	TOTAL
		2023 FORD PIU		
		FRONT OF PIU		
2	VTX9E	WHELEN VERTEX 360 BLUE/WHITE	120.00	240.00
2	I2E	WHELEN ION DUO BLUE/CLEAR FOR TOP TUBE OF PUSH BUMPER	165.00	330.00
2	NP6BB	WHELEN PIONEER NANO 6-LED FOR MIDDLE PUSH BUMPER FLOOD/FLASHING	235.00	470.00
1	FS2100-S	HEADLIGHT FLASHER FOR NANO	85.00	85.00
2	TLI2E	WHELEN T SERIES DUO (BLUE/CLEAR) FOR SIDE OF PUSH BUMPER	135.00	270.00
1	36-6005W2	WESTIN 2-CHANNEL LIGHT FOR WHELEN ION	40.00	40.00
1	36-2125	WESTIN PUSH BUMPER ELITE (2020 FORD SUV)	425.00	425.00
1	36-2125PB	WESTIN PIT BAR ELITE (2020 FORD SUV)	425.00	425.00
1	36-2125W	WESTIN WING WRAP ELITE (2020 FORD SUV)	225.00	225.00
1	SA315P	WHELEN SIREN SPEAKER-BLACK PLASTIC WITH BRACKET PROMO	50.00	50.00
2	LINSV2B	WHELEN UNDER MIRROR LIGHT-BLUE FOR SIDE MIRRORS	235.00	470.00
1	LSVBKT50	LINSV MIRROR MNT 2020+ FIU	25.00	25.00
		INTERIOR OF PIU		
1	BSFW50Z	WHELEN FST WECANX FST DUO	3,850.00	3,850.00
1	BS508	DUO RST 8 LIGHT FORD PIU 2020+ PACKAGE BSSP28BA	0.00	0.00
1	C399	CENCOM CORE	0.00	0.00
1	CCTL7	WHELEN CCTL7 CONTROL HEAD	0.00	0.00
1	C399K1	2020 FORD PIU OBDII	0.00	0.00
1	901-0165B	COMPATIBLE W/ LT7600 D&R COMPLETE CENTER CONSOLE FOR 2020+ FORD PI UTILITY	300.00	300.00
1	CA-0103	12 VOLT POWER OUTLETS FOR CENTER CONSOLE	28.50	28.50
1	CA-0107LS	DUAL CUP HOLDER FOR CENTER CONSOLE	25.00	25.00
1	904-0180A	CA-0115 SERIES TILT/SWIVEL ARMREST	125.00	125.00
1	21040140	MAG TEK CARD SWIPE	85.00	85.00
1	PK0419ITU20TM	SETINA 10VS RP SLIDING WINDOW WITH MESH SCREEN	950.00	950.00



Two-way Radio Communications · Emergency Vehicle Solutions

Mt. Pleasant 989-772-3751 · Flint Twp. 810-659-5000

Invoice

INVOICE NUMBER	48131
DATE	12/27/2023

BILL TO:
LAKE ODESSA POLICE DEPARTMENT KENDRA BACKING 839 4TH AVE LAKE ODESSA, MI 48849

REMITTANCE ADDRESS:
PRO COMM INC PO BOX 462 MOUNT PLEASANT, MI 48804

PO NUMBER	S.O. No.	TERMS	DUE DATE
	8454	Net 15	1/11/2024

QTY.	ITEM	DESCRIPTION	EACH	TOTAL
1	GK11211B1UHK	SETINA DUAL TRAIL SYSTEM (1 BLACK RAC/ 1 XL WITH HANDCUFF KEY OVERRIDE)	850.00	850.00
1	WK0595ITU20	SETINA POLY WINDOW BARRIER (2020 FORD PI UTILITY)	325.00	325.00
2	TLI2E	WHELEN T SERIES DUO (BLUE/CLEAR) FOR SIDE PRISONER WINDOWS	135.00	270.00
1	QK0566ITU20	SETINA REPLACEMENT SEAT/CENTER PULL BELTS/CARGO PARTITION POLY WINDOW	1,425.00	1,425.00
2	I2E	WHELEN ION DUO BLUE/CLEAR FOR SIDE CARGO WINDOWS	165.00	330.00
1	933-0105A	EXPLORER SINGLE DRAWER CABINET	1,250.00	1,250.00
1	933-0132A	D&R RAISED SUBFRAME (2020 PI UTILITY)	300.00	300.00
1	932-0015A	TRUNK DRAWER FOR ELECTRONICS	450.00	450.00
3	3SRCCDCR	WHELEN 3" ROUND SPLIT RED/WHITE COMPARTMENT LIGHT FOR PRISONER AND CARGO AREA	85.00	255.00
1	PDU42WB	POWER DISTRIBUTION KIT	245.00	245.00
1	CB285-80	80 AMP CIRCUIT BREAKER W/ MANUAL PUSH TRIP	65.00	65.00
2	TLI2E	WHELEN T SERIES DUO (BLUE/CLEAR) FOR HATCH WHEN OPEN	135.00	270.00
REAR OF PIU				
2	VTX9E	WHELEN VERTEX 360 BLUE/WHITE	120.00	240.00
1	936-0533B	GENESIS LICENSE PLATE BRACKET 2 LIGHTS	75.00	75.00
2	TLI2E	WHELEN T SERIES DUO (BLUE/CLEAR)	135.00	270.00
MISC.SHOP SUPPLIES, LABOR AND SHIPPING				
1	93861	I80 8" PRINTER BT/USB	399.00	399.00
1	93865	I80 IN-VEHICLE 10' 12V POWER CABLE	95.00	95.00
1	93877	I80 USB CABLE 10'	25.00	25.00
1	93935	RAM PRINTER CRADLE I80	71.00	71.00
1	WIRE HARNESS	WIRE HARNESS TO CUSTOMER SPEC	100.00	100.00
1	MISC. SHOP SUPPLIES-UPFIT	MISC SHOP WIRE, CONNECTORS & FUSES	250.00	250.00
1	332565	MAXRAD CABLE 17FT TERMINATED, NO CONNECTOR	28.00	28.00
1	VEHICLE LETTERING	VEHICLE LETTERING	1,500.00	1,500.00
1	WSMIC321	WHELEN MIC W/ JACK	165.00	165.00
1	SERVICE UPFIT	SERVICE LABOR-EQUIPMENT REMOVAL FROM 461	450.00	450.00
1	INSTALL UPFIT	INSTALLATION LABOR	2,350.00	2,350.00



Two-way Radio Communications · Emergency Vehicle Solutions
Mt. Pleasant 989-772-3751 · Flint Twp. 810-659-5000

Invoice

INVOICE NUMBER	48131
DATE	12/27/2023

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LAKE ODESSA POLICE DEPARTMENT KENDRA BACKING 839 4TH AVE LAKE ODESSA, MI 48849

REMITTANCE ADDRESS: PRO COMM INC PO BOX 462 MOUNT PLEASANT, MI 48804

PO NUMBER	S.O. No.	TERMS	DUE DATE
	8454	Net 15	1/11/2024

QTY.	ITEM	DESCRIPTION	EACH	TOTAL
1	01-0448144-00	WHELEN KIT	122.00	122.00
2	ESLRL6105E	MICROPHONE EXTENSION SL RUNNING LIGHT 61" BLUE/WHITE	625.00	1,250.00
2	PSLVBK01	FORD PIU MNT KIT	47.00	94.00
1	ECVDMLTALDC	RED/WHITE DOME LIGHT	135.00	135.00
2	TIONBKT1	WHELEN ION T SERIES UNIVERSAL MOUNT	18.50	37.00
1	SHIPPING	SHIPPING	900.00	900.00

Subtotal	\$23,009.50
Sales Tax (6.0...	\$0.00
Total	\$23,009.50
Credits	\$0.00
Balance Due	\$23,009.50

Transportation



ORIGINAL

Customer Account Number MDOT00488	Statement Closing Date 11-05-23
Customer Name VILLAGE OF LAKE ODESSA	IF YOU HAVE ANY QUESTIONS, PLEASE CALL

Current Period Charges

Description	Date	Transaction ID	Charges
-	10-31-23	CARE1591REIM24000173	\$31,774.02

Important Customer Information

CONTACT :	591
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101-751-970.000

MDOT
Michigan Department of Transportation
Statement Date: 11/07/2023

MDOT00488 - VILLAGE OF LAKE ODESSA

Program: 217135CON
Federal Project: 23A0440
Description: French Fry Ln Construct Jordan Lake Trail - Non motorized path
Phase: 01 Construction Contract

Funding Profile	Fed Pro Rata	Jrnl Description
-----------------	--------------	------------------

A00152 81.85 2023-5314 VILLAGE OF LAKE ODESSA

	Current Budget	Cash Expenditures	Collected	Balance Due
Federal	153,552.30	143,289.44		
Local	68,292.60	31,774.02	0.00	31,774.02

Phase: 03 Advertising

Funding Profile	Fed Pro Rata	Jrnl Description
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A00152 81.85

	Current Budget	Cash Expenditures	Collected	Balance Due
Federal	163.70	26.96		
Local	36.30	5.98	0.00	0.00

Vendor Code	Vendor Legal Name	Vendor Alias/DBA Name
MDOT00488	VILLAGE OF LAKE ODESSA	

Instruction: Instruction: Remit this listing of Balance Due by Program with the payment. Payments will be applied to all programs with a balance due, unless otherwise noted.

Statement Date: 11/07/2023

- ☐ Pay in Full (default if neither box is checked)
☐ Manual allocation specified by Program in Paid Amount below

Remittance information:

State of Michigan
Attention: Finance Cashier
P.O. Box 30648
Lansing, MI 48909

Program	Balance Due
---------	-------------

217135CON -	31,774.02
-------------	-----------

**Visual Entities**

2160 Byron Center
Grand Rapids, MI 49519
Ph: (616) 531-9367
FAX: (616) 531-9580
Web: <http://www.visualentitiesinc.com>

Invoice #: C5847**Customer #: 2263**

Order Created: 8/3/2023 2:30:00PM

Sale Date: 12/1/2023 9:10:00AM

PO #: 2200254

Page 1 of 2

Sale Date: 12/1/2023 9:10:00AM

Account No.: 2263

Billed To: Village of Lake Odessa
Contact: Ben Geiger, Village Manager
Address: 839 Fourth Avenue
Lake Odessa, MI 48849

Created Date: 8/3/2023 2:30:00PM
Salesperson: Erik Johnson
Email: ejohnson@visualentitiesinc.com
Office Phone: (616) 531-9367
Office Fax: (616) 531-9580

Email: bgeiger@lakeodessa.org
Office Phone: (616) 374-7110

Description: Lake Odessa Community Entrance Sign

		Quantity	Unit Price	Subtotal
1	Product: Architectural Sign Description: - Aluminum Sign Panel painted Blue with Aluminum Lettering painted White with Back lighting	1.00	\$6,172.50	\$6,172.50
2	Product: Admin/Design Description: -	1.00	\$336.00	\$336.00
3	Product: Item Description: - Masonry Base for Monument Sign	1.00	\$37,548.00	\$37,548.00
4	Product: Sign Installation Description: - Masonry Installation Includes: All CMU, Grout, Rebar, Thin Veneers, Wall & Pier Caps included as Cast Stone. Stone to be "River Rock" from Belden Brick and Supply. - Installation of Panel Sign and Clean up. - Primary electrical connections by others after signage has been installed. • Installation terms and conditions: Work to be performed during regular business hours or a premium charge will be added. Clear access to all areas interior and/or exterior for installation. Additional trips made at clients request will be billed at client's expense. Any additional trips caused by a failure to meet appropriate conditions for installation will be at client's expense. Cancellation or change of installation date with less than 48 hours notice will result in a \$250 fee. Installation pricing does not include unknown site conditions or delays beyond Visual Entities control including change orders, work requests made onsite that are outside the original scope of work & contracting schedules.	1.00	\$672.00	\$672.00
5	Product: Item Description: - Solar Panel Kit for powering the Monument Sign and Installation	1.00	\$3,281.25	\$3,281.25
6	Product: Item Description: - Foundation for Monument Sign.	1.00	\$4,803.75	\$4,803.75

248-275-967.000



Visual Entities
2160 Byron Center
Grand Rapids, MI 49519
Ph: (616) 531-9367
FAX: (616) 531-9580
Web: <http://www.visualentitiesinc.com>

Invoice #: C5847

Customer #: 2263

Order Created: 8/3/2023 2:30:00PM

Sale Date: 12/1/2023 9:10:00AM

PO #: 2200254

Page 2 of 2

Notes | Converted from Estimate #7778

Payments for Order

Date	Method	Tracking Number	Amount
9/5/2023	Check	1227	26,238.75

Order Subtotal: \$52,813.50

Total Taxes: \$0.00

Total: \$52,813.50

Total Payments: \$26,238.75

Order Balance: \$26,574.75

Payment Terms: Balance is due net 30 days after Sale Date. After 30 days, interest will accrue on unpaid balances at the rate of 1.5% per month. If, in Visual Entities' sole discretion, legal proceedings are initiated to collect any unpaid debt, Visual Entities will be entitled to collect all costs and fees (including but not limited to actual attorneys' fees) incurred in bringing or maintaining that action. Please note there will be a 4% fee for credit card payments. We accept Visa, Mastercard, Discover and American Express.

Due to the custom nature of this proposal a 50% deposit may be requested

Print Date: 12/1/2023

Tax ID:38-28888-33

Architectural / Custom Signs & Design

Consent Agenda

MINUTES

Lake Odessa Area Arts Commission

Meeting

Monday, November 13, 2023

Page Memorial Building

Lake Odessa, Michigan

1. **Call to Order / Roll Call:** Chair Hermes called the meeting to order at 7:05 p.m.
Present: Banks, Hermes, Johnson, Mattson, Nurenberg, Rice
Absent: Baker
Visitors: None
Staff: Ben Geiger
2. **Agenda:** Motion by Banks to approve agenda with addition of Holiday Decorating Contest and Mural Project. Support by Johnson. All ayes; motion carried 6-0.
3. **Public Comment:** None.
4. **Finance Report:**
 - a. Revenue/Expense Report for October was reviewed. Banks reported that the FY 2024 grant award for Art in the Park is \$11,782, with \$10,015 payable in February 2024, and the balance of \$1,767 payable in December 2024 after submission of the final report.
 - b. Accounts Payable: Motion by Hermes, support by Mattson to approve the following accounts payable:
 - \$50 to Pamee Lee (refund of fee for 2024 AITP booth from artist comment card drawing)
 - \$29 to Karen Banks (reimbursement for gift card for Linda Emelander from artist comment card drawing)All ayes; motion carried 6-0.
5. **Action/Discussion Items:**
 - a. **2023 Art in the Park:**
 - 1) **Thank You Letters:** Letters to sponsors and volunteers have been mailed. Banks passed out copies of the letter templates to board members. The artist follow-up letter still needs to be written and mailed.
 - b. **Special Meeting:** Consensus was to schedule a special meeting on Wednesday, December 28 at 7:00 p.m., for purpose of approving prize awards for the Holiday Decorating Contest and any other matters that need to be handled.

- c. 2024 Meeting Schedule: Motion by Banks, support by Johnson to schedule 2024 regular meetings on the second Monday of each month at 7:00 p.m. All ayes; motion carried 6-0.
- d. Election of Officers: Motion by Banks, support by Johnson, to appoint same slate of officers as in 2023 (Hermes as Chair, Johnson as Vice Chair, Banks as secretary/treasurer). All ayes; motion carried 6-0.
- e. Holiday Decorating Contest: Banks reported that as of November 13, the registration form is available on the Arts Commission website. Two registrations have been received as of this time; both are homes.
- f. Mural Project: Nancy will contact Dan Arens to get potential meeting dates. Geiger mentioned that he had had contact with a muralist from Hastings.

6. Adjournment: Without objection, meeting adjourned at 7:27 p.m.

Respectfully submitted,

Karen Banks, Secretary/Treasurer

MINUTES

Lake Odessa Area Arts Commission

Special Meeting

Wednesday, December 27, 2023

Page Memorial Building

Lake Odessa, Michigan

1. Call to Order / Roll Call: Chair Hermes called the meeting to order at 7:00 p.m.

Present: Banks, Baker, Hermes, Johnson, Rice

Absent: Mattson, Nurenberg

Visitors: None

Staff: None

2. Public Comment: None.

3. 2023 Holiday Decorating Contest:

Public voting closed on December 24. Total votes are shown on the attached Exhibit A.

Home Category: Motion by Hermes, support by Johnson to approve First Place prize of \$250 to Frank Colon of 801 Jordan Lake Avenue, Second Place prize of \$100 to Ali Smith of 440 Pineview Drive, and Third Place prize of \$75 to Jose Sanchez of 923 Emerald Circle. All ayes; motion carried 5-0.

Business Category: Motion by Hermes, support by Baker, to approve First Place prize of \$100 to The Hair Port at 938 Fourth Avenue, and Second Place prize of \$50 to Jerry's Tire of 1413 Second Street.

Christmas in the Village Parade: Parade entries were judged by the Lakewood Area Chamber of Commerce. Per Chamber Director Marnie Thomas, the First Place winner was Lakewood Public Schools, Second Place was First Congregational Church, and Third Place was T-Line (who requested to donate their prize to a worthy cause in the community). Motion by Johnson, support by Hermes, to approve First Place \$150 prize to Lakewood Public Schools, Second Place prize of \$100 to First Congregational Church, and to use the \$50 prize money to defray contest expenses. All ayes; motion carried 5-0.

4. Adjournment: Without objection, meeting adjourned at 7:26 p.m.

Respectfully submitted,

Karen Banks, Secretary/Treasurer

**VILLAGE OF LAKE ODESSA
DOWNTOWN DEVELOPMENT AUTHORITY**

MINUTES

Regular Meeting - Tuesday, January 9, 2024
Page Memorial Building, Lake Odessa MI

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

- I. **Call to Order:** Meeting called to order by McGarry at 7:00 a.m.
- II. **Agenda:** Motion by Dahms, supported by Danielson, to approve the agenda as amended.
All ayes, motion carried, 5-0.
- III. **Public Comment:** None.
- IV. **Approval of Minutes:** Motion by Banks, supported by Dahms, to approve minutes of 11/21/23 regular meeting. All ayes; motion carried, 5-0.
- V. **Finance Report:** The Revenue and Expense report for the period ending 12/31/23 was reviewed. There was one check written during November and December.

Motion by McGarry, supported by Dahms to approve two invoices for payment
Village of Lake Odessa – Postage \$15.06
Lakewood Area Chamber of Commerce – Parade Sponsorship \$82.20
All ayes, motion carried, 5-0.

VI. **Action/Discussion Items:**

- a) **Garland Program Results:** 34 Tags were sponsored. \$925.00 was collected for donations. \$972.00 was spent to purchase the garland. Thank you letters with a map of where their garland is hanging have been mailed.
- b) **Village Welcome Sign Update:** The solar panel that was purchased with the sign was too large and detracted from the sign itself. Clorwell Electrical Contractors have provided an estimate to run electricity to the sign.

Motion by Banks, supported by McGarry to pay Clorwell Electrical Contractors up to \$2,000.00 to complete the electrical installation and to pay the Village Department of Public works up to \$1,100.00 for time and materials to complete the trenching for the project. All ayes, motion carried, 5-0.

- c) **DDA Plan Renewal Update:** Banks and Dahms discussed plans to work on the renewal presentation over the next few months.

d) 2024-25 Budget: Reviewed each line of the proposed budget. Discussed the lights in the downtown trees. Banks presented an alternative method to light the downtown trees. It was decided to ask for a sample before making any decisions. Rogers asked if all the electrical boxes have covers now. This question will be directed to Jesse Trout. Motion by McGarry, supported by Banks, to approve the proposed budget with \$39,200.00 in revenues and \$26,045 in appropriations. All ayes, motion carried, 5-0.

VII. Miscellaneous correspondence:

Visual Entities submitted a thank you email after the completion of the Welcome Sign.

Rogers left the meeting at 8:01 a.m.

VIII. Board Member Comments:

Dahms asked how the search for a village manager was going. Banks explained the village council and department heads would be meeting to discuss the future structure of the village administration. More information will be shared when it is available.

IX. Adjournment: Without objection, meeting adjourned at 8:12 a.m.

Respectfully submitted,

Kathy Forman
Village Clerk/Treasurer

**Lakewood Wastewater Authority
Page Memorial Building
839 Fourth Ave
Lake Odessa, MI 48849
Board Meeting Minutes
November 13, 2023**

Meeting called to order by J. Pepper at 5:00 pm

PRESENT: Engle, J. Pepper, S. Pepper, Rudisill, Yoder

ABSENT: Doane

STAFF: Storm, Suntken

Presentation by Moore + Bruggink

APPROVAL OF AGENDA: Motion made by Engle and supported by S. Pepper to approve the agenda. All ayes. Motion carried.

MEETING MINUTES: Motion made by S. Pepper and supported by Yoder to approve the October 24, 2023 Meeting Minutes. All ayes. Motion carried.

SEWER FUND BILLS:

- A. Motion made by S. Pepper and supported by Engle to approve sewer fund bills equal to or less than \$3,000 from 10/1/2023 to 10/31/2023. All ayes. Motion Carried.
- B. Motion made by Yoder and supported by Rudisill to approve sewer fund bills in excess of \$3,000 as follows:
 - 1. Plummer Environmental - \$19,7500.00 – Sewer Line Repair, Woodland
 - 2. Plummer Environmental - \$17,725.00 – Pipe liner Emerson St & Alger St
 - 3. USA Bluebook - \$3,724.07 – Lab Supplies
 - 4. Blue Cross Blue Shield - \$10,460.62 – Employee Health Insurance
 - 5. Consumer's Energy - \$17,159.44 – Electric Service for 13751 Harwood Rd
 - 6. Mettler Toledo - \$6,605.54 – Scales
 - 7. USA Bluebook - \$3,883.97 – Lab Supplies
 - 8. Willis & Jurasek - \$3,500.00 – 2022 Single Federal Audit

CITIZEN COMMENTS: none

OLD BUSINESS: none

NEW BUSINESS:

- A. Superintendent Report: Given by Suntken
- B. Motion made by Engle and supported by Rudisill to renew the current employee health insurance policy with Blue Cross Blue Shield. All ayes. Motion passed.

ADJOURNMENT: Motion made by S. Pepper and supported by Yoder to adjourn the meeting. All ayes, motion carried. Meeting adjourned at 5:44 pm.

The next scheduled meeting will be held on Tuesday, December 19, 2023 at 5:00pm, at the Page Memorial Building, Lake Odessa.

Submitted by

Stacy Storm
Administrative Asst.



Draft Minutes of the meeting of the Lakewood Recreational Authority held on January 8, 2024

Meeting called to order by Chairperson Brad Barrone at 1:00 pm

Pledge of Allegiance

Roll call by Recording Secretary Edith Farrell

Present: Mayhew, Secor, Farrell, Barrone

Absent: Cappon, Hazel

Approval of Agenda

Motion – Secor to accept the agenda as submitted.

Support- Farrell

Motion carried unanimously by voice vote of members present.

Citizen Comment on Agenda Items - none

Minutes

Motion – Barrone

Support by Mayhew to approve the October 9, 2023 minutes as submitted.

Motion carried unanimously by voice vote of members present.

Bills – no bills at this time.

Treasurer's Report

Motion – Mayhew

Support by Secor to approve the Treasurer's Report.

Motion carried unanimously by voice vote of members present.

New Items

A. Insurance Issues with Village Portion of Trail

- Upon discussion, it was determined that the insurance issues were for the Errors and Emissions liability coverage and not a portion of the trail.
- The Errors and Emissions coverage was previously tabled.
- Barrone asked to have this item struck from the agenda.

B. Grant Reimbursement Payment Process

- Secor has reached out to Karen Banks and Mark Stoor to verify that all payments have been made and a check has been sent to MDOT. It appears that all steps have been completed on behalf of Odessa Township and the Village of Lake Odessa.
- Mayhew also sent copies of all payments that the JLT made to Stoor for verification.

C. Village Representative

- Ben Geiger is no longer employed with the Village of Lake Odessa, therefore his position on the LRA will need to be filled by the Village Council.
- Cappon reached out to Barrone a few weeks ago with a citizen that is interested in filling the position. He is Roy Huffman.

- Farrell commented that he is not on the Village Council or an employee of the Village. Therefore, according to our Bylaws, he cannot fill that specific position. We can keep his name on file if we have an At Large position available in the future.

Old Items

A. Updates on Trail Head Construction

- All parts of the construction are complete.
- DPW has installed signs restricting vehicles and trash.
- A grant has been written to cover the cost of safety barriers through the Ionia County Community Foundation. Currently there are snow plow markers up to identify the edge of the trail.
- DPW has planted a tree behind the Family Dollar in an effort to keep vehicles off the corner of the trail. Something more substantial may be needed as it continues to be an issue.
- It appears that the trash pickup trucks may be driving on the corner when they empty the trash bins at the Family Dollar. Mayhew is going to partner with the DPW to talk with the manager of the store to see if there is a solution to stop this. It could be as simple as notifying the trash company or changing the position of the trash bin.
- The art piece is currently at APEC to have new powder coating completed. Once that is done, it can be installed at the trail head.

B. Warren/Clack Property

- No one has any updates

C. 2023-2024 Invoicing

- This has been completed and next invoice will occur in June.

Member Comments - none

Public Comments

- Heidi Reed informed the board that the JLT is working on two fundraisers – Purse Bingo on April 27 and a 5K race during the fair in June

Adjournment 1:25 pm

Departmental Reports



Karen Banks Village President	Kathy Forman Clerk/Treasurer
Jesse Trout DPW Superintendent	Kendra Backing Chief of Police

MEMORANDUM

TO: Village Council Members

FROM: Karen Banks, Village President

SUBJECT: Agenda Summary and Miscellaneous Matters

DATE: January 13, 2024

ITEMS OF BUSINESS:

Public Hearing – MSHDA CHILL Program

You will recall from last month's council meeting that the Village had submitted to MSHDA a Letter of Intent to apply for grant funding for home rehabilitation. I'm pleased to report that MSHDA has invited us to apply for grant funding. One part of the grant process is that we are required to hold a public hearing. Marilyn Smith from Smith Housing Consultants has been hard at work helping us to prepare the required paperwork, and will be on hand to give us more information.

Resolution 2024-1: Cost of Living Adjustment

In past years, cost-of-living increases for the Village employees have been based upon guesswork, rather than solid data from sources such as the Consumer Price Index, as an example. Members of the Council Personnel and Finances Committees are recommending that a uniform standard be applied each year when calculating cost-of-living adjustments to the wages of non-union Village employees, and suggest that we utilize the Social Security Administration's yearly cost-of-living calculations, which typically are announced each year in October. This is a resolution that can be adopted annually during the budget cycle.

Resolution 2024-2: Approve Council Policy 2024-1, Compensation Plan

You will recall that in May of last year the Council implemented a compensation plan that was based upon the Wage and Salary Study performed by the Michigan Municipal League in 2022. The compensation plan was approved retroactive to March 1, 2023, and provided that employees would progress through the wage steps at the beginning of each fiscal year. After input from the Village department heads and some further study, members of the Council Personnel and Finance Committees are recommending that employees instead progress through the wage steps on their anniversary dates. Employees whose anniversary dates fall between March 1, 2023 and March 1, 2024 will receive a retroactive step increase.

Resolution 2024-3: Agreement with Jordan Lake Trail Board for Sculpture Donation

The sandblasting and re-painting of Tony Jackson's "Birdcage" sculpture has progressed at a much faster pace than anticipated, and the cement pad where the sculpture will be mounted has been poured. I have revised the agreement between the Village and the Jordan Lake Trail Board for their donation of the sculpture, and that agreement is ready for adoption. I am asking that you authorize me to sign the agreement at the time of the sculpture's installation.

Resolution 2024-4: Auction of Village-owned Equipment

The Police Department has now received its new Ford Interceptor patrol vehicle, which means that the Department's white Chevy Tahoe can be retired. The decals and equipment from the Chevy have been removed and the vehicle is now ready for sale. Jesse has asked that we list it for auction with Biddergy.com in Kalamazoo. You should be aware that Chad Perkins, the fire chief, has expressed interest in acquiring the vehicle for his department. The fire department (or actually Odessa Township) will have the opportunity to bid on the vehicle.

Resolution 2024-5: Setting Date for Public Hearing on FY 2024-25 Budget

This is similar to the resolution that we passed in January 2023, and simply sets a date for our annual public hearing on the upcoming fiscal year budget.

Resolution 2024-6: To Approve Application for CDBH CHILL Grant Funding

As a preliminary step prior to submitted the CHILL Grant application, Council needs to adopt a resolution authorizing the grant application and designating a signator on the application and all grant-related documents.

Resolution 2024-7: Excessive Use of Force Policy

Also as a part of the Village's application for the Chill grant, Council is required to adopt a policy against excessive use of force by the police department against non-violent civil rights demonstrators.

Resolution 2024-8: Adopting Council Policy 2024-2, Non-Discrimination Policy

Another required element for the CHILL grant application is that the Council adopt a policy prohibiting discrimination on the basis of handicap.

MISCELLANEOUS ITEMS:

Collective Bargaining for Police Department: On December 21st, Kathy, Kendra, the Village's labor attorneys and I attended an initial bargaining session with Officer Tollefson and his labor representative from the Police Officers Labor Council. A second bargaining session is scheduled for January 29th.

Master Plan Update: Bids were received in November from a number of firms with expertise in municipal planning. The Planning Commission will review those bids at their meeting on January 22 and will forward a recommendation to Council.

Issue Tracking and Setting Priorities: Much like the system that Patrick had utilized, last month Kathy and I started a very basic system to keep track of pending issues and agenda items, using the whiteboard in the Village Manager's office. Please feel free to stop in at the Page Building if you'd like to see it.

Department of Public Works

December 15th 2023 to January 10th 2024

Council Report

Parks & Beach

Soils & Structures Inc completed the soil borings around the beach pavilion. We should have the detailed findings very soon. We finished hauling the leaves away from the park turnaround.

Streets

We spent a week grinding tree stumps from recent removals. The grindings were cleaned up and the areas will be restored in the spring. I will apply for a tree grant this summer and if awarded, we will replace most of these trees. The bump out curb areas downtown were cleared of built-up debris. We will be removing the garland and Christmas lights from the light posts soon. We finally got a snow and had to plow. I have enjoyed the late arrival of winter and being able to continue working outside without a blanket of snow covering everything. As they say though, "all good things must come to an end."

Water

Meter reads and a few minor repairs were completed this month. The elementary school had a 4" water main break on their property at the north exit near 2nd St. We assisted the contractor doing the repairs by shutting water off and supplying water main parts. The contractor is replacing the supplied parts.

DPW

The guys have still been assisting Burkey Glass in removing window shades and moving office furniture as the windows are replaced. All the windows are now done, except for the east facing window in the chambers. There is a steel beam in the top of the window that was hidden in the existing framing. Burkey had to make some modifications and order different glass for it. The project went well and there is a noticeable difference in temperature throughout the building. The guys have removed the logos and equipment from the retired Police Tahoe, detailed it and prepped it for auction.

Purchase Request

None currently.

Additional Comments

The next upcoming municipal auction will be January 23rd & again on February 20th. The municipal sales team at Biddergy.com stopped by, took pictures, and have the Tahoe advertised on their website. I am recommending it be sent through the January auction with no reserve price. In the past, we have set reserve prices and later reduced the reserve to get items sold. This adds time and work for everyone and seems to deter bidder interest after the initial auction. The auction team told me to expect the selling price to be between \$7,000 and \$11,000. I know this seems low, but these vehicles just do not bring much at auction. The interior and wiring have been cut up in multiple places for the installation of equipment, the engine hours are much higher than your average vehicle due to cruisers idling all day, and key components such as the center console and interior door locks/handles are missing because of the Police ready packages they come with from the factory. This Tahoe has nearly 14,000 engine hours and 92,000 miles. To put that in perspective, a normal vehicle with 100,000 miles will typically have around 2,500 hours on it. The auction house we have the best luck with is biddergy.com in Kalamazoo. I would recommend we take the vehicle to them, so we do not have to coordinate payment or pick up after the auction. We also have a few small items to list if we drop it off in Kalamazoo. If a reserve price is set and not met, we will need to pick up the vehicle or leave it there until the February or March auction.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2023 (ABNORMAL)	MONTH 12/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Revenues								
Dept 000 - BALANCE SHEET / GENERAL								
101-000-402.000	CURRENT REAL PROPERTY TAXES	480,000.00	512,195.52	0.00		(32,195.52)	106.71	
101-000-410.000	CURRENT PERSONAL PROPERTY TAX	30,000.00	47,278.97	0.00		(17,278.97)	157.60	
101-000-428.000	MANUFACTURED HOUSING FEES	450.00	426.00	35.50		24.00	94.67	
101-000-447.000	PROPERTY TAX ADMINISTRATION FEE	7,500.00	8,378.01	0.00		(878.01)	111.71	
101-000-476.000	LIQUOR LICENSE FEES	1,800.00	2,195.60	0.00		(395.60)	121.98	
101-000-477.000	CABLE TV FRANCHISE	2,600.00	2,065.22	0.00		534.78	79.43	
101-000-490.000	SPECIAL USE/ZBA PERMIT	500.00	0.00	0.00		500.00	0.00	
101-000-490.001	ZONING PERMIT FEES	550.00	2,075.00	175.00		(1,525.00)	377.27	
101-000-505.000	OTHER FEDERAL GRANTS	0.00	214,380.99	214,380.99		(214,380.99)	100.00	
101-000-542.000	METRO ACT	9,100.00	9,614.67	0.00		(514.67)	105.66	
101-000-549.000	TREE GRANT	1,200.00	0.00	0.00		1,200.00	0.00	
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE TAX	82,000.00	54,519.30	0.00		27,480.70	66.49	
101-000-574.000	STATE REVENUE SHARING	205,694.00	180,154.00	39,303.00		25,540.00	87.58	
101-000-574.001	EVIP PMTS	50,550.00	42,633.00	8,679.00		7,917.00	84.34	
101-000-580.000	CONTRIBUTION FROM LOCAL UNITS	50,000.00	31,774.02	31,774.02		18,225.98	63.55	
101-000-601.000	VEHICLE RENTAL INCOME	15,000.00	0.00	0.00		15,000.00	0.00	
101-000-632.000	MOWING	500.00	925.00	0.00		(425.00)	185.00	
101-000-635.000	MAY CLEAN UP (NON-RESIDENTS)	200.00	795.00	0.00		(595.00)	397.50	
101-000-643.000	PENALTIES & INTEREST ON TAXES	300.00	652.24	0.00		(352.24)	217.41	
101-000-656.000	PARKING TICKET FEES	250.00	80.00	70.00		170.00	32.00	
101-000-657.000	ORDINANCE FINES	2,000.00	5,164.87	730.30		(3,164.87)	258.24	
101-000-665.000	INTEREST	5,000.00	12,240.83	1,333.95		(7,240.83)	244.82	
101-000-667.000	RENTS-BUILDINGS-LAND	2,000.00	1,176.00	1.00		824.00	58.80	
101-000-673.000	SALE OF FIXED ASSET	20,000.00	0.00	0.00		20,000.00	0.00	
101-000-674.000	DONATIONS-PRIVATE SOURCES	1,500.00	0.00	0.00		1,500.00	0.00	
101-000-676.000	REIMBURSEMENTS	0.00	140.00	0.00		(140.00)	100.00	
101-000-684.000	MISC REVENUE	500.00	900.65	0.00		(400.65)	180.13	
101-000-684.001	MISC REVENUE-MISC REVENUE GENERAL	7,000.00	10,418.33	3,333.01		(3,418.33)	148.83	
101-000-684.010	MISC REVENUE-POLICE	1,000.00	424.00	60.00		576.00	42.40	
Total Dept 000 - BALANCE SHEET / GENERAL		977,194.00	1,140,607.22	299,875.77		(163,413.22)	116.72	
TOTAL REVENUES		977,194.00	1,140,607.22	299,875.77		(163,413.22)	116.72	
Expenditures								
Dept 101 - GOVERNING BODY								
101-101-702.708	TRUSTEE MEETING FEES	9,000.00	6,675.00	937.50		2,325.00	74.17	
101-101-702.709	TREASURER - CLERK WAGES	15,000.00	0.00	0.00		15,000.00	0.00	
101-101-710.000	EMPLOYER FICA	0.00	510.63	71.72		(510.63)	100.00	
101-101-711.000	EMPLOYERS SHARE OF PENSION	1,500.00	0.00	0.00		1,500.00	0.00	
101-101-723.000	WORKMEN'S COMPENSATION	300.00	55.47	0.00		244.53	18.49	
101-101-727.000	OFFICE SUPPLIES	1,500.00	145.55	0.00		1,354.45	9.70	
101-101-728.000	SUPPLIES	100.00	55.69	4.49		44.31	55.69	
101-101-730.000	MEALS & MILEAGE	100.00	0.00	0.00		100.00	0.00	
101-101-740.000	POSTAGE	200.00	0.00	0.00		200.00	0.00	
101-101-750.000	DUES & MEMBERSHIPS	3,200.00	2,226.00	40.00		974.00	69.56	
101-101-752.000	EDUCATION & TRAINING	5,500.00	0.00	0.00		5,500.00	0.00	
101-101-754.000	SAFE DEPOSIT BOX RENTAL	15.00	15.00	15.00		0.00	100.00	
101-101-801.000	CONTRACTED SERVICES	20,000.00	26,140.50	93.75		(6,140.50)	130.70	
101-101-805.000	ATTORNEY FEES	5,000.00	8,703.85	1,199.00		(3,703.85)	174.08	
101-101-806.000	AUDIT SERVICES	6,000.00	5,805.00	112.50		195.00	96.75	
101-101-850.000	COMMUNICATION EXPENSE	900.00	721.80	43.64		178.20	80.20	
101-101-880.000	COMMUNITY PROMOTION	8,000.00	6,050.00	0.00		1,950.00	75.63	

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2023 (ABNORMAL)	MONTH 12/31/2023 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-101-880.001	DOWNTOWN DEVELOPMENT	15,000.00	0.00	0.00	15,000.00	0.00
101-101-900.000	PRINTING & PUBLISHING	1,000.00	1,051.80	0.00	(51.80)	105.18
101-101-957.000	COUNTER DRAIN	15,000.00	5,019.95	2.78	9,980.05	33.47
101-101-963.000	MISC EXPENSE	200.00	1,054.94	0.00	(854.94)	527.47
101-101-991.000	NOTARY & FIDUCIARY BONDS	100.00	40.00	0.00	60.00	40.00
101-101-994.000	INTEREST EXPENSE	0.00	3,159.13	36.27	(3,159.13)	100.00
Total Dept 101 - GOVERNING BODY		107,615.00	67,430.31	2,556.65	40,184.69	62.66
Dept 172 - MANAGERS						
101-172-702.001	DEPT HEAD WAGES	36,450.00	27,307.42	9,572.05	9,142.58	74.92
101-172-710.000	EMPLOYER FICA	3,171.00	2,074.97	731.27	1,096.03	65.44
101-172-711.000	EMPLOYERS SHARE OF PENSION	3,200.00	1,821.04	134.74	1,378.96	56.91
101-172-712.000	HEALTH INSURANCE EXPENSE	4,500.00	1,267.96	189.89	3,232.04	28.18
101-172-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	0.00	765.45	0.00	(765.45)	100.00
101-172-713.000	DENTAL INSURANCE EXPENSE	450.00	100.44	11.75	349.56	22.32
101-172-714.000	OPTICAL PLAN EXPENSE	60.00	18.21	2.13	41.79	30.35
101-172-720.000	DISABILITY INSURANCE	500.00	374.70	43.23	125.30	74.94
101-172-721.000	LIFE INSURANCE EXPENSE	150.00	68.02	7.94	81.98	45.35
101-172-723.000	WORKMEN'S COMPENSATION	150.00	0.00	0.00	150.00	0.00
101-172-727.000	OFFICE SUPPLIES	1,500.00	1,753.63	115.70	(253.63)	116.91
101-172-730.000	MEALS & MILEAGE	200.00	0.00	0.00	200.00	0.00
101-172-750.000	DUES & MEMBERSHIPS	1,000.00	374.00	0.00	626.00	37.40
101-172-752.000	EDUCATION & TRAINING	3,000.00	4,893.08	0.00	(1,893.08)	163.10
101-172-801.000	CONTRACTED SERVICES	0.00	27,889.81	0.00	(27,889.81)	100.00
101-172-805.000	ATTORNEY FEES	2,000.00	3,977.90	740.00	(1,977.90)	198.90
101-172-850.000	COMMUNICATION EXPENSE	1,200.00	803.40	80.28	396.60	66.95
Total Dept 172 - MANAGERS		57,531.00	73,490.03	11,628.98	(15,959.03)	127.74
Dept 265 - PAGE MEMORIAL BUILDING						
101-265-728.000	SUPPLIES	2,000.00	926.96	18.00	1,073.04	46.35
101-265-740.000	POSTAGE	900.00	452.65	(248.19)	447.35	50.29
101-265-850.000	COMMUNICATION EXPENSE	1,200.00	936.25	95.41	263.75	78.02
101-265-931.001	MAINTENANCE/REPAIR-BUILDING	4,000.00	3,325.11	382.40	674.89	83.13
101-265-931.002	MAINTENANCE/REPAIR-EQUIPMENT	1,000.00	2,674.46	411.99	(1,674.46)	267.45
101-265-931.003	MAINTENANCE-LANDSCAPING & GROUNDS	1,000.00	0.00	0.00	1,000.00	0.00
101-265-970.000	CAPITAL OUTLAY	50,000.00	0.00	0.00	50,000.00	0.00
101-265-980.001	HARDWARE	5,000.00	0.00	0.00	5,000.00	0.00
101-265-980.002	SOFTWARE	500.00	76.00	38.00	424.00	15.20
Total Dept 265 - PAGE MEMORIAL BUILDING		65,600.00	8,391.43	697.61	57,208.57	12.79
Dept 301 - POLICE						
101-301-702.001	DEPARTMENT HEAD WAGES	68,391.00	63,347.01	5,796.00	5,043.99	92.62
101-301-702.704	FULL TIME WAGES	150,311.00	87,104.72	10,908.02	63,206.28	57.95
101-301-702.705	OVER TIME WAGES	7,570.00	4,856.79	367.70	2,713.21	64.16
101-301-702.706	PART TIME WAGES	22,000.00	19,130.00	1,240.00	2,870.00	86.95
101-301-702.717	NO FRINGE BENEFIT INCENTIVE	6,300.00	6,300.00	3,000.00	0.00	100.00
101-301-710.000	EMPLOYER FICA	20,762.00	13,691.88	1,617.84	7,070.12	65.95
101-301-711.000	EMPLOYERS SHARE OF PENSION	24,872.00	17,443.88	1,831.17	7,428.12	70.13
101-301-712.000	HEALTHINSURANCE EXPENSE	38,700.00	6,711.06	708.89	31,988.94	17.34
101-301-713.000	DENTAL INSURANCE EXPENSE	3,000.00	1,139.26	172.62	1,860.74	37.98

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2023 (ABNORMAL)	MONTH 12/31/2023 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-301-714.000	OPTICAL PLAN EXPENSE	800.00	141.93	15.77	658.07	17.74
101-301-716.000	WELLNESS PROGRAM	360.00	195.00	0.00	165.00	54.17
101-301-720.000	DISABILITY INSURANCE	3,050.00	1,950.20	195.02	1,099.80	63.94
101-301-721.000	LIFE INSURANCE EXPENSE	1,200.00	622.40	62.24	577.60	51.87
101-301-723.000	WORKMEN'S COMPENSATION	4,000.00	2,570.51	0.00	1,429.49	64.26
101-301-724.001	TUITION REIMBURSEMENT	2,000.00	0.00	0.00	2,000.00	0.00
101-301-727.000	OFFICE SUPPLIES	750.00	877.05	264.96	(127.05)	116.94
101-301-728.000	SUPPLIES	2,000.00	911.57	90.00	1,088.43	45.58
101-301-729.000	RESERVE SUPPLIES	250.00	0.00	0.00	250.00	0.00
101-301-730.000	MEALS & MILEAGE	500.00	64.89	0.00	435.11	12.98
101-301-731.000	VESTS	500.00	0.00	0.00	500.00	0.00
101-301-741.000	MEDICAL & PHYSICALS	1,000.00	0.00	0.00	1,000.00	0.00
101-301-744.000	CLOTHING EXPENSE	2,000.00	629.22	0.00	1,370.78	31.46
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	6,648.33	569.76	2,851.67	69.98
101-301-752.000	EDUCATION & TRAINING	2,500.00	2,540.35	0.00	(40.35)	101.61
101-301-752.001	RANGE QUALIFICATION	2,750.00	1,358.27	690.00	1,391.73	49.39
101-301-755.000	MEADOWBROOK INSURANCE	9,415.00	9,302.97	0.00	112.03	98.81
101-301-801.000	CONTRACTED SERVICES	22,000.00	25,128.53	23,075.50	(3,128.53)	114.22
101-301-805.000	ATTORNEY FEES	1,000.00	0.00	0.00	1,000.00	0.00
101-301-850.000	COMMUNICATION EXPENSE	6,150.00	5,024.72	499.18	1,125.28	81.70
101-301-880.000	COMMUNITY PROMOTION	350.00	165.00	0.00	185.00	47.14
101-301-931.002	MAINTENANCE/REPAIR-EQUIPMENT	1,500.00	738.97	655.00	761.03	49.26
101-301-931.004	MAINTENANCE/REPAIR-VEHICLE	2,000.00	3,412.46	1,098.60	(1,412.46)	170.62
101-301-958.000	ACT 302 TRAINING	500.00	0.00	0.00	500.00	0.00
101-301-970.001	CAPITAL OUTLAY-EQUIPMENT	7,000.00	250.00	0.00	6,750.00	3.57
101-301-970.002	CAPITAL OUTLAY-VEHICLES	44,000.00	43,875.00	0.00	125.00	99.72
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	305.00	70.00	1,195.00	20.33
Total Dept 301 - POLICE		473,006.00	326,551.97	52,928.27	146,454.03	69.04
Dept 441 - PUBLIC WORKS						
101-441-702.001	DEPT HEAD WAGES	20,506.00	18,401.43	1,708.37	2,104.57	89.74
101-441-702.704	FULL TIME WAGES	47,835.00	39,953.03	3,662.41	7,881.97	83.52
101-441-702.705	OVER TIME WAGES	1,947.00	34.34	0.00	1,912.66	1.76
101-441-702.706	PART TIME WAGES	4,000.00	7,417.18	0.00	(3,417.18)	185.43
101-441-702.717	NO FRINGE BENEFIT INCENTIVE	6,300.00	3,300.00	0.00	3,000.00	52.38
101-441-710.000	EMPLOYER FICA	8,327.00	5,260.39	394.89	3,066.61	63.17
101-441-711.000	EMPLOYERS SHARE OF PENSION	9,440.00	7,410.15	643.53	2,029.85	78.50
101-441-712.000	HEALTH INSURANCE EXPENSE	0.00	903.28	316.10	(903.28)	100.00
101-441-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	0.00	500.00	0.00	(500.00)	100.00
101-441-713.000	DENTAL INSURANCE EXPENSE	1,100.00	478.84	91.38	621.16	43.53
101-441-714.000	OPTICAL PLAN EXPENSE	150.00	44.23	8.25	105.77	29.49
101-441-720.000	DISABILITY INSURANCE	1,200.00	801.70	80.17	398.30	66.81
101-441-721.000	LIFE INSURANCE EXPENSE	350.00	260.00	26.00	90.00	74.29
101-441-723.000	WORKMEN'S COMPENSATION	5,000.00	3,801.42	0.00	1,198.58	76.03
101-441-727.000	OFFICE SUPPLIES	250.00	229.71	0.00	20.29	91.88
101-441-728.000	SUPPLIES	4,000.00	1,607.11	51.75	2,392.89	40.18
101-441-741.000	MEDICAL & PHYSICALS	350.00	170.00	88.00	180.00	48.57
101-441-744.000	CLOTHING EXPENSE	1,000.00	1,200.88	163.88	(200.88)	120.09
101-441-750.000	DUES & MEMBERSHIPS	1,200.00	380.00	0.00	820.00	31.67
101-441-751.000	GASOLINE PURCHASES	9,000.00	6,231.85	1,544.24	2,768.15	69.24
101-441-752.000	EDUCATION & TRAINING	500.00	350.00	0.00	150.00	70.00

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2023 (ABNORMAL)	MONTH 12/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 101 - GENERAL FUND							
Expenditures							
101-441-755.000	MEADOWBROOK INSURANCE	7,900.00	7,344.45	0.00	555.55	92.97	
101-441-756.000	LICENSE FEES	300.00	0.00	0.00	300.00	0.00	
101-441-850.000	COMMUNICATION EXPENSE	1,200.00	1,696.42	157.64	(496.42)	141.37	
101-441-920.000	GAS AND ELECTRIC	3,200.00	1,885.79	276.41	1,314.21	58.93	
101-441-931.001	MAINTENANCE/REPAIR-BUILDING	5,000.00	3,062.14	0.00	1,937.86	61.24	
101-441-931.002	MAINTENANCE/REPAIR-EQUIPMENT	8,000.00	7,126.94	843.41	873.06	89.09	
101-441-931.003	MAINTENANCE-LANDSCAPING & GROUNDS	500.00	40.00	0.00	460.00	8.00	
101-441-931.004	MAINTENANCE/REPAIR-VEHICLE	3,000.00	748.58	0.00	2,251.42	24.95	
101-441-931.005	MAINTENANCE/REPAIR-TREES	500.00	197.94	0.00	302.06	39.59	
101-441-933.000	MAY CLEAN UP	9,000.00	4,093.00	0.00	4,907.00	45.48	
101-441-934.000	REFUSE REMOVAL	1,200.00	652.85	66.96	547.15	54.40	
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	2,612.44	61.03	(1,112.44)	174.16	
101-441-963.000	MISC EXPENSE	1,000.00	1,000.00	0.00	0.00	100.00	
101-441-967.000	PROJECT COSTS	3,500.00	0.00	0.00	3,500.00	0.00	
101-441-970.001	CAPITAL OUTLAY-EQUIPMENT	131,000.00	133,372.27	2,692.27	(2,372.27)	101.81	
Total Dept 441 - PUBLIC WORKS		299,755.00	262,568.36	12,876.69	37,186.64	87.59	
Dept 448 - PUBLIC UTILITIES-STREET LIGHTING							
101-448-924.000	STREET LIGHT EXPENSE	34,000.00	25,892.56	2,570.64	8,107.44	76.15	
Total Dept 448 - PUBLIC UTILITIES-STREET LIGHTING		34,000.00	25,892.56	2,570.64	8,107.44	76.15	
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	1,900.00	1,477.94	0.00	422.06	77.79	
Total Dept 536 - WATER/SEWER		5,400.00	3,603.20	0.00	1,796.80	66.73	
Dept 722 - ZONING							
101-722-702.706	PART TIME WAGES	7,421.00	5,808.88	528.08	1,612.12	78.28	
101-722-710.000	EMPLOYER FICA	703.00	444.38	40.39	258.62	63.21	
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	100.00	75.00	29,900.00	0.33	
101-722-850.000	COMMUNICATION EXPENSE	250.00	258.00	0.00	(8.00)	103.20	
Total Dept 722 - ZONING		38,574.00	6,611.26	643.47	31,962.74	17.14	
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	14,000.00	0.00	0.00	14,000.00	0.00	
101-751-723.000	WORKMEN'S COMPENSATION	270.00	205.75	0.00	64.25	76.20	
101-751-728.000	SUPPLIES	2,500.00	1,594.30	288.00	905.70	63.77	
101-751-882.000	SWIFTY'S PLACE	250.00	338.24	0.00	(88.24)	135.30	
101-751-920.000	GAS AND ELECTRIC	3,800.00	2,941.16	275.44	858.84	77.40	
101-751-931.001	MAINTENANCE/REPAIR-BUILDING	3,500.00	644.09	0.00	2,855.91	18.40	

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2023 NORMAL (ABNORMAL)	MONTH 12/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Expenditures								
101-751-931.002	MAINTENANCE/REPAIR-EQUIPMENT	2,000.00	1,882.99	818.13	117.01	94.15		
101-751-931.003	MAINTENANCE-LANDSCAPING & GROUNDS	6,000.00	3,618.27	0.00	2,381.73	60.30		
101-751-970.000	CAPITAL OUTLAY	50,000.00	41,681.01	31,774.02	8,318.99	83.36		
Total Dept 751 - PARKS AND RECREATION		82,320.00	52,905.81	33,155.59	29,414.19	64.27		
TOTAL EXPENDITURES		1,165,801.00	829,444.93	117,057.90	336,356.07	71.15		
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		977,194.00	1,140,607.22	299,875.77	(163,413.22)	116.72		
TOTAL EXPENDITURES		1,165,801.00	829,444.93	117,057.90	336,356.07	71.15		
NET OF REVENUES & EXPENDITURES		(188,607.00)	311,162.29	182,817.87	(499,769.29)	164.98		

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REVENUE AND EXPENDITURE REPORT FOR LAKE ODESSA VILLAGE

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PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 12/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
Dept 000 - BALANCE SHEET / GENERAL						
202-000-546.000	ACT 51 / STREETS	210,160.00	178,347.25	17,747.36	31,812.75	84.86
202-000-665.000	INTEREST	2,700.00	5,151.68	641.72	(2,451.68)	190.80
Total Dept 000 - BALANCE SHEET / GENERAL		212,860.00	183,498.93	18,389.08	29,361.07	86.21
TOTAL REVENUES		212,860.00	183,498.93	18,389.08	29,361.07	86.21
Expenditures						
Dept 449 - STREET DEPT (ACT 51)						
202-449-702.001	DEPT HEAD WAGES	4,500.00	3,371.23	1,181.71	1,128.77	74.92
202-449-710.000	EMPLOYER FICA	379.00	256.17	90.27	122.83	67.59
202-449-711.000	EMPLOYERS SHARE OF PENSION	379.00	224.80	16.63	154.20	59.31
202-449-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	0.00	94.50	0.00	(94.50)	100.00
202-449-712.002	ADMIN BENEFITS	1,150.00	220.03	25.66	929.97	19.13
202-449-731.000	COLD/HOT PATCH	800.00	854.70	0.00	(54.70)	106.84
202-449-734.000	SALT/SAND ROADS	5,625.00	1,824.37	0.00	3,800.63	32.43
202-449-801.000	CONTRACTED SERVICES	8,000.00	3,300.00	0.00	4,700.00	41.25
202-449-806.000	AUDIT SERVICES	1,500.00	1,265.00	0.00	235.00	84.33
202-449-863.000	STREET STRIPING	2,500.00	4,089.62	0.00	(1,589.62)	163.58
202-449-865.000	STREET SIGNS	1,000.00	0.00	0.00	1,000.00	0.00
202-449-944.000	VEHICLE RENTAL	2,000.00	0.00	0.00	2,000.00	0.00
202-449-944.867	VEHICLE RENTAL - STREET REPAIRS	5,000.00	0.00	0.00	5,000.00	0.00
202-449-944.869	VEHICLE RENTAL - SNOW REMOVAL	5,000.00	0.00	0.00	5,000.00	0.00
202-449-963.000	MISC EXPENSE	1,500.00	2,572.13	0.00	(1,072.13)	171.48
202-449-970.006	STREET REPAIRS	20,000.00	19,323.13	0.00	676.87	96.62
202-449-995.000	TRANSFERS OUT	50,000.00	0.00	0.00	50,000.00	0.00
Total Dept 449 - STREET DEPT (ACT 51)		109,333.00	37,395.68	1,314.27	71,937.32	34.20
Dept 450 - MAINTENANCE / CONSTRUCTION						
202-450-702.001	MAINTENANCE WAGES	3,806.00	3,407.63	316.36	398.37	89.53
202-450-710.000	MAINTENANCE EMPLOYER FICA	390.00	260.63	24.20	129.37	66.83
202-450-711.000	MAINTENANCE ER SHARE OF PENSION	389.00	528.22	51.35	(139.22)	135.79
202-450-712.002	MAINTENANCE BENEFITS	200.00	122.79	13.08	77.21	61.40
Total Dept 450 - MAINTENANCE / CONSTRUCTION		4,785.00	4,319.27	404.99	465.73	90.27
Dept 869 - SNOW REMOVAL						
202-869-702.001	SNOW REMOVAL WAGES	3,784.00	1,555.35	0.00	2,228.65	41.10
202-869-710.000	SNOW REMOVAL EMPLOYER FICA	379.00	114.71	0.00	264.29	30.27
202-869-711.000	SNOW REMOVAL SHARE OF PENSION	433.00	155.53	0.00	277.47	35.92
Total Dept 869 - SNOW REMOVAL		4,596.00	1,825.59	0.00	2,770.41	39.72
TOTAL EXPENDITURES		118,714.00	43,540.54	1,719.26	75,173.46	36.68
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		212,860.00	183,498.93	18,389.08	29,361.07	86.21

DB: Lake Odessa Vil		PERIOD ENDING 12/31/2023						
GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2023	MONTH 12/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 202 - MAJOR STREET FUND								
TOTAL EXPENDITURES		118,714.00	43,540.54		1,719.26		75,173.46	36.68
NET OF REVENUES & EXPENDITURES		94,146.00	139,958.39		16,669.82		(45,812.39)	148.66

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G/L NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2023 NORMAL (ABNORMAL)	MONTH 12/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE			
Fund 203 - LOCAL STREET FUND								
Revenues								
Dept 000 - BALANCE SHEET / GENERAL								
203-000-546.000	ACT 51 / STREETS	70,057.00	62,588.61	6,233.31	7,468.39	89.34		
203-000-665.000	INTEREST	750.00	3,101.89	530.12	(2,351.89)	413.59		
203-000-684.000	MISC REVENUE	40,000.00	39,649.29	0.00	350.71	99.12		
203-000-699.000	TRANSFERS IN	50,000.00	0.00	0.00	50,000.00	0.00		
Total Dept 000 - BALANCE SHEET / GENERAL		160,807.00	105,339.79	6,763.43	55,467.21	65.51		
TOTAL REVENUES		160,807.00	105,339.79	6,763.43	55,467.21	65.51		
Expenditures								
Dept 449 - STREET DEPT (ACT 51)								
203-449-702.001	DEPT HEAD WAGES	1,800.00	1,348.44	472.68	451.56	74.91		
203-449-710.000	EMPLOYER FICA	216.00	102.45	36.11	113.55	47.43		
203-449-711.000	EMPLOYERS SHARE OF PENSION	216.00	89.88	6.65	126.12	41.61		
203-449-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	0.00	37.80	0.00	(37.80)	100.00		
203-449-712.002	ADMIN BENEFITS	500.00	88.04	10.27	411.96	17.61		
203-449-731.000	COLD/HOT PATCH	0.00	854.70	0.00	(854.70)	100.00		
203-449-734.000	SALT/SAND ROADS	5,650.00	1,824.37	0.00	3,825.63	32.29		
203-449-801.000	CONTRACTED SERVICES	8,000.00	5,650.00	0.00	2,350.00	70.63		
203-449-806.000	AUDIT SERVICES	1,000.00	885.50	0.00	114.50	88.55		
203-449-863.000	STREET STRIPING	1,500.00	516.32	0.00	983.68	34.42		
203-449-865.000	STREET SIGNS	500.00	0.00	0.00	500.00	0.00		
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	0.00	0.00	3,000.00	0.00		
203-449-944.869	VEHICLE RENTAL - SNOW REMOVAL	5,000.00	0.00	0.00	5,000.00	0.00		
203-449-956.000	STORM SEWER	0.00	540.00	0.00	(540.00)	100.00		
203-449-963.000	MISC EXPENSE	1,000.00	2,214.12	0.00	(1,214.12)	221.41		
203-449-970.006	STREET REPAIRS	15,000.00	9,192.09	0.00	5,807.91	61.28		
Total Dept 449 - STREET DEPT (ACT 51)		45,382.00	23,343.71	525.71	22,038.29	51.44		
Dept 450 - MAINTENANCE / CONSTRUCTION								
203-450-702.001	MAINTENANCE WAGES	6,132.00	5,452.24	506.16	679.76	88.91		
203-450-710.000	MAINTENANCE EMPLOYER FICA	557.00	417.11	38.71	139.89	74.89		
203-450-711.000	MAINTENANCE ER SHARE OF PENSION	1,002.00	845.14	82.16	156.86	84.35		
203-450-712.002	MAINTENANCE BENEFITS	240.00	196.56	20.92	43.44	81.90		
Total Dept 450 - MAINTENANCE / CONSTRUCTION		7,931.00	6,911.05	647.95	1,019.95	87.14		
Dept 869 - SNOW REMOVAL								
203-869-702.001	SNOW REMOVAL WAGES	3,784.00	613.63	0.00	3,170.37	16.22		
203-869-710.000	SNOW REMOVAL FICA	106.00	45.06	0.00	60.94	42.51		
203-869-711.000	SNOW REMOVAL SHARE OF PENSION	211.00	61.35	0.00	149.65	29.08		
Total Dept 869 - SNOW REMOVAL		4,101.00	720.04	0.00	3,380.96	17.56		
TOTAL EXPENDITURES		57,414.00	30,974.80	1,173.66	26,439.20	53.95		

DB: Lake Odessa Vil		PERIOD ENDING 12/31/2023							
GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2023 (ABNORMAL)	MONTH 12/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE		
Fund 203 - LOCAL STREET FUND									
Fund 203 - LOCAL STREET FUND:									
TOTAL REVENUES		160,807.00		105,339.79		6,763.43		55,467.21	65.51
TOTAL EXPENDITURES		57,414.00		30,974.80		1,173.66		26,439.20	53.95
NET OF REVENUES & EXPENDITURES		103,393.00		74,364.99		5,589.77		29,028.01	71.92

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 12/31/2023	(DECREASE)	BALANCE	
				INCREASE		NORMAL (ABNORMAL)	
Fund 204 - GENERAL HWY							
Revenues							
Dept 000 - BALANCE SHEET / GENERAL							
204-000-402.000	CURRENT REAL PROPERTY TAXES	215,000.00	229,541.82		0.00	(14,541.82)	106.76
204-000-410.000	CURRENT PERSONAL PROPERTY TAX	13,500.00	21,188.54		0.00	(7,688.54)	156.95
204-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE TAX	24,000.00	33,138.15		0.00	(9,138.15)	138.08
204-000-665.000	INTEREST	3,100.00	5,626.12		753.54	(2,526.12)	181.49
Total Dept 000 - BALANCE SHEET / GENERAL		255,600.00	289,494.63		753.54	(33,894.63)	113.26
TOTAL REVENUES		255,600.00	289,494.63		753.54	(33,894.63)	113.26
Expenditures							
Dept 446 - HIGHWAYS, STREETS (NOT ACT 51)							
204-446-702.001	ADMINISTRATION WAGES	11,100.00	7,753.86		2,717.96	3,346.14	69.85
204-446-710.000	ADMINISTRATION FICA	1,061.00	589.08		207.62	471.92	55.52
204-446-711.000	ADMIN EMPLOYERS SHARE OF PENSION	1,251.00	517.18		38.27	733.82	41.34
204-446-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	0.00	217.35		0.00	(217.35)	100.00
204-446-712.002	ADMIN BENEFITS	1,620.00	506.11		59.03	1,113.89	31.24
204-446-806.000	AUDIT SERVICES	1,500.00	1,265.00		0.00	235.00	84.33
204-446-970.000	SIDEWALK REPLACEMENT PROGRAM	10,000.00	10,398.28		0.00	(398.28)	103.98
204-446-991.000	CAPITAL IMPROV BOND II - PRIN	115,900.00	115,900.00		0.00	0.00	100.00
204-446-994.000	CAP IMPROV BOND II INTEREST	11,723.00	11,722.63		0.00	0.37	100.00
Total Dept 446 - HIGHWAYS, STREETS (NOT ACT 51)		154,155.00	148,869.49		3,022.88	5,285.51	96.57
Dept 450 - MAINTENANCE / CONSTRUCTION							
204-450-702.001	STREET ADMIN SALARY	22,709.00	20,446.36		1,898.28	2,262.64	90.04
204-450-710.000	STREET ADMIN FICA	2,217.00	1,564.20		145.25	652.80	70.55
204-450-711.000	EMPLOYERS SHARE OF PENSION	2,438.00	3,169.34		308.10	(731.34)	130.00
204-450-712.002	STREET ADMIN BENEFITS	1,035.00	623.40		62.34	411.60	60.23
Total Dept 450 - MAINTENANCE / CONSTRUCTION		28,399.00	25,803.30		2,413.97	2,595.70	90.86
TOTAL EXPENDITURES		182,554.00	174,672.79		5,436.85	7,881.21	95.68
Fund 204 - GENERAL HWY:							
TOTAL REVENUES		255,600.00	289,494.63		753.54	(33,894.63)	113.26
TOTAL EXPENDITURES		182,554.00	174,672.79		5,436.85	7,881.21	95.68
NET OF REVENUES & EXPENDITURES		73,046.00	114,821.84		(4,683.31)	(41,775.84)	157.19

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G/L NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2023	MONTH 12/31/2023	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY								
Revenues								
Dept 000 - BALANCE SHEET / GENERAL								
248-000-402.000	CURRENT REAL PROPERTY TAXES	30,000.00	25,130.90	0.00		4,869.10		83.77
248-000-665.000	INTEREST	65.00	625.01	91.80		(560.01)		961.55
248-000-674.000	DONATIONS-PRIVATE SOURCES	1,000.00	925.00	125.00		75.00		92.50
Total Dept 000 - BALANCE SHEET / GENERAL		31,065.00	26,680.91	216.80		4,384.09		85.89
TOTAL REVENUES		31,065.00	26,680.91	216.80		4,384.09		85.89
Expenditures								
Dept 275 - DDA								
248-275-727.000	OFFICE SUPPLIES	50.00	0.00	0.00		50.00		0.00
248-275-750.000	DUES & MEMBERSHIPS	25.00	25.00	0.00		0.00		100.00
248-275-752.000	EDUCATION & TRAINING	500.00	0.00	0.00		500.00		0.00
248-275-801.000	CONTRACTED SERVICES	23,000.00	7,864.75	0.00		15,135.25		34.19
248-275-806.000	AUDIT SERVICES	150.00	126.50	0.00		23.50		84.33
248-275-881.000	ADVERTISING	1,000.00	879.00	0.00		121.00		87.90
248-275-967.000	BEAUTIFICATION	60,000.00	56,391.52	26,574.75		3,608.48		93.99
248-275-967.002	CHRISTMAS DECORATIONS	1,000.00	972.00	0.00		28.00		97.20
Total Dept 275 - DDA		85,725.00	66,258.77	26,574.75		19,466.23		77.29
TOTAL EXPENDITURES		85,725.00	66,258.77	26,574.75		19,466.23		77.29
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:								
TOTAL REVENUES		31,065.00	26,680.91	216.80		4,384.09		85.89
TOTAL EXPENDITURES		85,725.00	66,258.77	26,574.75		19,466.23		77.29
NET OF REVENUES & EXPENDITURES		(54,660.00)	(39,577.86)	(26,357.95)		(15,082.14)		72.41

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REVENUE AND EXPENDITURE REPORT FOR LAKE ODESSA VILLAGE

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G/L NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			12/31/2023 NORMAL	(ABNORMAL)	MONTH 12/31/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 290 - ARTS									
Revenues									
Dept 000 - BALANCE SHEET / GENERAL									
290-000-540.000	STATE GRANTS	8,000.00		1,533.00		1,533.00		6,467.00	19.16
290-000-602.001	ART IN THE PARK REVENUE-NEXT FY	2,500.00		3,345.00		280.00		(845.00)	133.80
290-000-602.003	FOOD BOOTH FEES	500.00		505.00		0.00		(5.00)	101.00
290-000-602.290	ART IN THE PARK REVENUE	2,500.00		3,300.00		0.00		(800.00)	132.00
290-000-665.000	INTEREST	11.00		235.74		38.74		(224.74)	2,143.09
290-000-674.000	DONATIONS-PRIVATE SOURCES	7,000.00		10,875.00		0.00		(3,875.00)	155.36
Total Dept 000 - BALANCE SHEET / GENERAL		20,511.00		19,793.74		1,851.74		717.26	96.50
TOTAL REVENUES		20,511.00		19,793.74		1,851.74		717.26	96.50
Expenditures									
Dept 752 - ARTS									
290-752-727.000	OFFICE SUPPLIES	1,000.00		88.31		0.00		911.69	8.83
290-752-728.000	SUPPLIES	1,000.00		283.78		0.00		716.22	28.38
290-752-740.000	POSTAGE	200.00		66.00		0.00		134.00	33.00
290-752-770.000	CREDIT CARD FEES	0.00		(123.36)		(58.80)		123.36	100.00
290-752-793.000	OPERATING EXPENSE	150.00		124.00		99.00		26.00	82.67
290-752-794.000	T-SHIRTS	500.00		665.50		0.00		(165.50)	133.10
290-752-795.000	SOUND	1,600.00		1,633.00		0.00		(33.00)	102.06
290-752-798.000	CONCESSIONS SUPPLIES	400.00		345.21		0.00		54.79	86.30
290-752-803.000	SECURITY	300.00		0.00		0.00		300.00	0.00
290-752-806.000	AUDIT SERVICES	150.00		126.50		0.00		23.50	84.33
290-752-851.000	RADIOS	125.00		144.00		0.00		(19.00)	115.20
290-752-852.000	TELEPHONE	625.00		433.98		43.64		191.02	69.44
290-752-881.000	ADVERTISING	6,620.00		7,842.07		0.00		(1,222.07)	118.46
290-752-882.000	OPER EXP-GRANT DISBURSEMENT	50.00		50.00		0.00		0.00	100.00
290-752-890.001	CLEAN UP	150.00		0.00		0.00		150.00	0.00
290-752-895.000	KIDS AREA	500.00		313.68		0.00		186.32	62.74
290-752-898.000	ENTERTAINMENT	1,500.00		1,725.00		0.00		(225.00)	115.00
290-752-953.000	PORT A POTTY	600.00		590.00		0.00		10.00	98.33
290-752-955.000	GOLF CART RENTALS	1,250.00		1,102.80		0.00		147.20	88.22
290-752-956.000	TENT, TABLES, CHAIR RENTALS	1,100.00		736.00		0.00		364.00	66.91
290-752-963.000	MISCELLANEOUS EXPENSE	0.00		60.00		0.00		(60.00)	100.00
290-752-964.000	REFUND/REIMBURSEMENTS	60.00		190.00		0.00		(130.00)	316.67
290-752-967.001	PARK IMPROVEMENTS	5,621.00		5,021.20		0.00		599.80	89.33
Total Dept 752 - ARTS		23,501.00		21,417.67		83.84		2,083.33	91.14
TOTAL EXPENDITURES		23,501.00		21,417.67		83.84		2,083.33	91.14
Fund 290 - ARTS:									
TOTAL REVENUES		20,511.00		19,793.74		1,851.74		717.26	96.50
TOTAL EXPENDITURES		23,501.00		21,417.67		83.84		2,083.33	91.14
NET OF REVENUES & EXPENDITURES		(2,990.00)		(1,623.93)		1,767.90		(1,366.07)	54.31

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2023 NORMAL (ABNORMAL)	MONTH 12/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 291 - CAR SHOW								
Revenues								
Dept 000 - BALANCE SHEET / GENERAL								
291-000-665.000	INTEREST	4.00	29.93		5.41		(25.93)	748.25
Total Dept 000 - BALANCE SHEET / GENERAL		4.00	29.93		5.41		(25.93)	748.25
TOTAL REVENUES		4.00	29.93		5.41		(25.93)	748.25
Fund 291 - CAR SHOW:								
TOTAL REVENUES		4.00	29.93		5.41		(25.93)	748.25
TOTAL EXPENDITURES		0.00	0.00		0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		4.00	29.93		5.41		(25.93)	748.25

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2023 NORMAL (ABNORMAL)	MONTH 12/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 590 - SEWER FUND								
Revenues								
Dept 000 - BALANCE SHEET / GENERAL								
590-000-590.603	SEWER NSF REVENUE	0.00	175.00	0.00	(175.00)	100.00		
590-000-614.000	SEWER REVENUE	0.00	1,519,272.39	200,431.52	(1,519,272.39)	100.00		
590-000-615.000	SEWER PENALTIES	0.00	11,989.63	413.20	(11,989.63)	100.00		
590-000-619.000	LAB TESTING REVENUE	0.00	120.00	40.00	(120.00)	100.00		
Total Dept 000 - BALANCE SHEET / GENERAL		0.00	1,531,557.02	200,884.72	(1,531,557.02)	100.00		
TOTAL REVENUES		0.00	1,531,557.02	200,884.72	(1,531,557.02)	100.00		
Fund 590 - SEWER FUND:								
TOTAL REVENUES		0.00	1,531,557.02	200,884.72	(1,531,557.02)	100.00		
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		
NET OF REVENUES & EXPENDITURES		0.00	1,531,557.02	200,884.72	(1,531,557.02)	100.00		

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 12/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER FUND						
Revenues						
Dept 000 - BALANCE SHEET / GENERAL						
591-000-642.001	FINAL READ INCOME	975,000.00	786,181.83	89,477.90	188,818.17	80.63
591-000-642.002	WATER HOOK UP FEES	4,000.00	7,308.63	0.00	(3,308.63)	182.72
591-000-643.000	PENALTIES & INTEREST	5,500.00	5,834.31	0.00	(334.31)	106.08
591-000-665.000	INTEREST	4,500.00	6,430.83	909.57	(1,930.83)	142.91
591-000-675.000	INCENTIVE PROGRAM	0.00	916.36	916.36	(916.36)	100.00
591-000-676.000	REIMBURSMENTS	0.00	17,725.28	0.00	(17,725.28)	100.00
591-000-684.000	MISC REVENUE	8,000.00	493.29	(47.81)	7,506.71	6.17
Total Dept 000 - BALANCE SHEET / GENERAL		997,000.00	824,890.53	91,256.02	172,109.47	82.74
TOTAL REVENUES		997,000.00	824,890.53	91,256.02	172,109.47	82.74
Expenditures						
Dept 536 - WATER/SEWER						
591-536-702.001	DEPT HEAD WAGES	60,000.00	48,090.08	11,588.33	11,909.92	80.15
591-536-702.704	FULL TIME WAGES	165,635.00	151,727.57	15,378.50	13,907.43	91.60
591-536-702.705	OVER TIME WAGES	2,704.00	427.10	0.00	2,276.90	15.80
591-536-702.706	PART TIME WAGES	6,000.00	0.00	0.00	6,000.00	0.00
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	21,628.00	14,698.50	1,993.41	6,929.50	67.96
591-536-711.000	EMPLOYERS SHARE OF PENSION	23,790.00	20,278.36	1,987.35	3,511.64	85.24
591-536-712.000	HEALTH INSURANCE EXPENSE	46,600.00	24,307.74	2,579.87	22,292.26	52.16
591-536-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	10,400.00	774.90	0.00	9,625.10	7.45
591-536-712.002	ADMIN BENEFITS	6,000.00	1,763.96	206.83	4,236.04	29.40
591-536-713.000	DENTAL INSURANCE EXPENSE	5,500.00	3,573.42	438.46	1,926.58	64.97
591-536-714.000	OPTICAL PLAN EXPENSE	725.00	470.38	49.78	254.62	64.88
591-536-720.000	DISABILITY INSURANCE	3,000.00	1,890.00	189.00	1,110.00	63.00
591-536-721.000	LIFE INSURANCE EXPENSE	925.00	559.88	51.82	365.12	60.53
591-536-723.000	WORKMEN'S COMPENSATION	2,479.00	1,799.85	0.00	679.15	72.60
591-536-727.000	OFFICE SUPPLIES	500.00	147.27	0.00	352.73	29.45
591-536-728.000	SUPPLIES	1,500.00	524.34	0.00	975.66	34.96
591-536-730.000	MEALS & MILEAGE	200.00	0.00	0.00	200.00	0.00
591-536-732.000	CHEMICAL SUPPLIES	4,500.00	4,151.00	0.00	349.00	92.24
591-536-740.000	POSTAGE	1,600.00	1,616.30	0.00	(16.30)	101.02
591-536-741.000	MEDICAL & PHYSICALS	200.00	0.00	0.00	200.00	0.00
591-536-744.000	CLOTHING EXPENSE	1,200.00	147.97	0.00	1,052.03	12.33
591-536-750.000	DUES & MEMBERSHIPS	4,000.00	2,188.08	0.00	1,811.92	54.70
591-536-751.000	GASOLINE PURCHASES	7,000.00	4,128.11	1,027.02	2,871.89	58.97
591-536-752.000	EDUCATION & TRAINING	2,500.00	60.00	0.00	2,440.00	2.40
591-536-760.000	FLEET INSURANCE	15,500.00	15,994.58	0.00	(494.58)	103.19
591-536-765.000	BANK FEES	0.00	30.00	0.00	(30.00)	100.00
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	2,000.00	1,254.55	0.00	745.45	62.73
591-536-780.000	METER REPLACEMENT	10,000.00	8,096.83	0.00	1,903.17	80.97
591-536-781.000	HYDRANT REPLACEMENT	3,500.00	3,815.00	0.00	(315.00)	109.00
591-536-801.000	CONTRACTED SERVICES	85,000.00	6,843.42	93.75	78,156.58	8.05
591-536-805.000	ATTORNEY FEES	1,000.00	0.00	0.00	1,000.00	0.00
591-536-806.000	AUDIT SERVICES	3,600.00	3,401.50	112.50	198.50	94.49
591-536-850.000	COMMUNICATION EXPENSE	4,500.00	4,041.41	433.78	458.59	89.81
591-536-900.000	PRINTING & PUBLISHING	200.00	789.60	0.00	(589.60)	394.80
591-536-920.000	GAS AND ELECTRIC	50,000.00	38,097.84	1,173.08	11,902.16	76.20
591-536-931.001	MAINTENANCE/REPAIR-BUILDING	20,000.00	20,677.37	13,845.37	(677.37)	103.39

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2023	MONTH	12/31/2023	NORMAL	(ABNORMAL)	
			(ABNORMAL)	INCREASE	(DECREASE)			
Fund 591 - WATER FUND								
Expenditures								
591-536-931.002	MAINTENANCE/REPAIR-EQUIPMENT	10,000.00	6,072.51		0.00	3,927.49		60.73
591-536-931.004	MAINTENANCE/REPAIR-VEHICLE	1,500.00	0.00		0.00	1,500.00		0.00
591-536-931.009	MAINTENANCE/REPAIR-WATER LINES	4,000.00	3,272.99		570.00	727.01		81.82
591-536-931.010	MAINTENANCE/REPAIRS-TANKS	75,000.00	74,235.00		0.00	765.00		98.98
591-536-932.000	NEW WATER MAINS	5,000.00	2,467.85		0.00	2,532.15		49.36
591-536-933.000	WELL REPAIRS	5,000.00	0.00		0.00	5,000.00		0.00
591-536-937.000	IRON REMOVAL	55,000.00	19,500.00	19,500.00		35,500.00		35.45
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	4,000.00	913.37		0.00	3,086.63		22.83
591-536-980.001	HARDWARE	9,000.00	7,989.53	1,619.80		1,010.47		88.77
591-536-980.002	SOFTWARE	500.00	44.00	22.00		456.00		8.80
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	17,700.00	0.00	0.00		17,700.00		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	73,288.00	38,426.61		0.00	34,861.39		52.43
Total Dept 536 - WATER/SEWER		951,374.00	542,288.77	72,860.65		409,085.23		57.00
TOTAL EXPENDITURES		951,374.00	542,288.77	72,860.65		409,085.23		57.00
Fund 591 - WATER FUND:								
TOTAL REVENUES		997,000.00	824,890.53	91,256.02		172,109.47		82.74
TOTAL EXPENDITURES		951,374.00	542,288.77	72,860.65		409,085.23		57.00
NET OF REVENUES & EXPENDITURES		45,626.00	282,601.76	18,395.37		(236,975.76)		619.39

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	12/31/2023	MONTH 12/31/2023	INCREASE	(DECREASE)	NORMAL	
Fund 999 - PAYROLL CLEARING								
Revenues								
Dept 000 - BALANCE SHEET / GENERAL								
999-000-665.000	INTEREST	0.00	40.07		8.64		(40.07)	100.00
Total Dept 000 - BALANCE SHEET / GENERAL		0.00	40.07		8.64		(40.07)	100.00
TOTAL REVENUES		0.00	40.07		8.64		(40.07)	100.00
Fund 999 - PAYROLL CLEARING:								
TOTAL REVENUES		0.00	40.07		8.64		(40.07)	100.00
TOTAL EXPENDITURES		0.00	0.00		0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	40.07		8.64		(40.07)	100.00
TOTAL REVENUES - ALL FUNDS		2,655,041.00	4,121,932.77		620,005.15		(1,466,891.77)	155.25
TOTAL EXPENDITURES - ALL FUNDS		2,585,083.00	1,708,598.27		224,906.91		876,484.73	66.09
NET OF REVENUES & EXPENDITURES		69,958.00	2,413,334.50		395,098.24		(2,343,376.50)	3,449.69

VILLAGE OF LAKE ODESSA
RECONCILED
CHECKING / SAVINGS / INVESTMENT ACCOUNT BALANCES
AS OF DECEMBER 31, 2023

GENERAL FUND	CHECKING	UNION BANK	\$ 1,112,304.41
GENERAL FUND	SAVINGS	PFCU	\$ 14.77
LAKEWOOD COMMUNITY PROJECT	SAVINGS	UNION BANK	\$ 11,705.05
VEHICLE REPLACEMENT	SAVINGS	UNION BANK	\$ 68,750.72
ARPA FUND	INVESTMENT	MI CLASS	\$ 229,421.23
MAJOR STREET FUND	CHECKING	UNION BANK	\$ 467,057.12
MAJOR STREET FUND	INVESTMENT	MI CLASS	\$ 115,593.02
LOCAL STREET FUND	CHECKING	UNION BANK	\$ 314,115.87
GENERAL HIGHWAY FUND	CHECKING	UNION BANK	\$ 383,631.02
GENERAL HIGHWAY BOND REDEMPTION	CHECKING	UNION BANK	\$ 3,503.60
GENERAL HIGHWAY FUND	INVESTMENT	MI CLASS	\$ 142,803.83
DOWNTOWN DEVELOPMENT AUTHORITY	CHECKING	UNION BANK	\$ 57,771.85
ARTS COMMISSION	CHECKING	UNION BANK	\$ 31,727.08
LAKE ODESSA CAR SHOW	CHECKING	UNION BANK	\$ 6,385.33
WATER FUND	CHECKING	UNION BANK	\$ 921,606.20
WATER RR&I	SAVINGS	UNION BANK	\$ 257,727.50
WATER BOND REDEMPTION	CHECKING	UNION BANK	\$ 4,885.03
WATER BOND RESERVE	SAVINGS	MI 1 COMM CU	\$ 105,387.93
WATER FUND	SAVINGS	PFCU	\$ 286.03
WATER FUND	INVESTMENT	MI CLASS	\$ 135,689.28
PAYROLL FUND	CHECKING	UNION BANK	\$ 5,510.56

Lake Odessa Village
Zoning Administrator Report
December 2023

Permits:

On 12-1-23 I approved a zoning permit to MCM MI Construction LLC to place a new manufactured home of 15' 4" by 76' at 75 Kecia Court in the Lakewood Estates manufactured home development.

On 12-19-23 I approved a zoning permit to MCM MI Construction LLC for a demolition of a mobile home located at 74 Kecia Court in Lakewood Estates manufactured home development.

On 12-26-23 I approved a zoning permit to Mike Koenig for a 4' 10" by 30' storage addition to the car wash at the Shell station located at 1203 Jordan 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 has sent out RFP's for assistance to update the Master Plan.

On 12-7-23 I approved a land division for Kenneth and Diane Dietrich for a 10 acre parcel fronting on Bonanza Rd into three parcels of 3.02, 3.02 and 4.0 acre parcels.

New Business

LAKE ODESSA VILLAGE COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 2024-01

**A RESOLUTION TO ESTABLISH THE COST-OF-LIVING WAGE ADJUSTMENT FOR
FISCAL YEAR 2024-25**

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 2024-25 is the computation published by the Social Security Administration in October of 2023.

NOW, THEREFORE, BE IT RESOLVED, that the cost-of-living increase for non-union employees for fiscal year 2024-25 shall be 3.2%.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Date: _____

Kathy Forman, Village Clerk/Treasurer

LAKE ODESSA VILLAGE COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 2024-02

A RESOLUTION APPROVING COUNCIL POLICY 2024-01

WHEREAS, on May 15, 2023, the Village Council approved Council Policy 2023-05, which implemented a compensation plan based upon a wage and classification study that had been completed in 2022; and

WHEREAS, Council Policy 2023-05 took effect on March 1, 2023, and provided that employees would progress to the next higher step in their applicable pay grade at the beginning of each subsequent fiscal year; and

WHEREAS, following study by members of the Council's Personnel and Finance Committees, it has been determined that it is preferable that employees progress through the steps on the anniversary of their hire date, as opposed to the beginning of each fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that Council Policy 2023-05 is rescinded and Council Policy 2024-02 is hereby adopted.

BE IT FURTHER RESOLVED, that the following employees of the Village shall be assigned to the grade and step shown in the following table, effective as of the anniversary dates shown:

NAME	GRADE	STEP	ANNIVERSARY DATE
Jesse Trout	E	8	1/9/2024
Kendra Backing	E	6	8/13/2023
Jacob Hansen	B	6	5/13/2023
Scott Hubbert	C	8	8/1/2023
James Wortley	B	8	4/5/2023

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Date: _____

Kathy Forman, Village Clerk/Treasurer

VILLAGE OF LAKE ODESSA

COUNCIL POLICY 2024-01

COMPENSATION PLAN

1. PURPOSE

The purpose of this policy is to establish practices and procedures related to the implementation of the Village's compensation plan.

2. BACKGROUND

In 2022, the Village Council contracted with the Michigan Municipal League for the development of a classification and compensation system. The report that resulted from this study was published in December 2022. The report identified areas in which compensation paid to Village employees varied from that paid to employees in similar positions in comparable communities. Members of the Council's Personnel and Finance Committees met several times to discuss strategies for implementing the recommendations contained in the plan so to achieve external and internal fairness and consistency in compensation paid to Village employees

3. STEP SYSTEM

The step system depicted in Table 1 will be used during the 2024-25 fiscal year for the purpose of determining compensation to be paid to employees in various pay grades. Table 1 reflects an increase to 2023-24 fiscal year wages to account for inflation, in accordance with Resolution 2024-1.

TABLE 1. STEP SYSTEM									
Grade	Step 1 Start	Step 2 1 Year	Step 3 2 Years	Step 4 3 Years	Step 5 4 Years	Step 6 5 Years	Step 7 6 Years	Step 8 7 Years	Step 9 8 Years
A	\$29,165 \$14.02	\$29,967 \$14.41	\$30,769 \$14.79	\$31,571 \$15.18	\$32,374 \$15.56	\$33,176 \$15.95	\$33,978 \$16.34	\$34,779 \$16.72	\$35,581 \$17.11
B	\$42,402 \$20.39	\$44,087 \$21.20	\$45,771 \$22.01	\$47,457 \$22.82	\$49,141 \$23.63	\$50,826 \$24.44	\$52,511 \$25.25	\$54,195 \$26.06	\$55,881 \$26.87
C	\$48,460 \$23.30	\$50,568 \$24.31	\$52,676 \$25.33	\$54,786 \$26.34	\$56,894 \$27.35	\$59,004 \$28.37	\$61,112 \$29.38	\$63,221 \$30.39	\$65,330 \$31.41
D	\$57,433 \$27.61	\$60,586 \$29.13	\$63,738 \$30.64	\$66,891 \$32.16	\$70,044 \$33.67	\$73,197 \$35.19	\$76,349 \$36.71	\$79,501 \$38.22	\$82,654 \$39.74
E	\$66,856 \$32.14	\$69,582 \$33.45	\$72,307 \$34.76	\$75,034 \$36.07	\$77,759 \$37.38	\$80,485 \$38.69	\$83,210 \$40.00	\$85,937 \$41.32	\$88,662 \$42.63
F	\$76,502 \$36.78	\$79,371 \$38.16	\$82,240 \$39.54	\$85,109 \$40.92	\$87,978 \$42.30	\$90,847 \$43.68	\$93,716 \$45.06	\$96,585 \$46.44	\$99,454 \$47.81

Council may consider annually during the preparation of the budget for the subsequent fiscal year whether to apply to the pay rates in Table 1 an adjustment in recognition of factors such as general price inflation and labor market conditions for municipal employees that affect rates of pay.

4. CLASSIFICATION SYSTEM

Employee classifications at the time the classification and compensation study was performed were assigned to pay grades as depicted in Table 2 below:

TABLE 2. CLASSIFICATION SYSTEM			
Grade	Position Title	Grade	Position Title
A	DPW Worker – Seasonal Landscaping	D	Clerk/Treasurer
B	DPW Worker	E	Police Chief / DPW Superintendent
C	DPW Foreman / Police Patrol Officer	F	Village Manager

When new classifications are established, or when existing classifications are re-evaluated due to significant changes in duties or skill requirements, the Village Manager shall undertake an analysis of the job to determine the appropriate grade to assign to the classification. The analysis shall be undertaken utilizing the point factor evaluation process described in the December 2022 Classification and Compensation Study report. The Village Manager shall consult with the Council Personnel Committee prior to assigning a pay grade to the classification.

5. ASSIGNMENT TO STEPS.

As a general practice, new employees will be assigned to step 1 of the applicable grade. Employees with significant experience, education, and/or training directly applicable to the duties and responsibilities of the position for which they are hired may be assigned to step 2 or step 3 of the applicable grade, if approved by the Village Manager.

6. STEP PROGRESSION.

Employees will progress to the next higher step in the applicable pay grade for their positions on their anniversary date, provided their years of service as of that date equal or exceed the number of years associated with that step. Years of service for employees assigned to higher steps pursuant to paragraph 5 of this policy shall be calculated by adding to their actual years of service the additional year or years associated with the step on the step system to which the employees were assigned at the time they were hire.

7. EXCEPTIONS.

The provisions of this policy shall not be applicable to part-time employees, employees subject to collective bargaining agreements, and employees whose employment relationship with the Village is addressed through individual employment agreements.

8. EFFECTIVE DATE.

This policy shall become effective upon its approval by the Village Council and shall remain in effect until rescinded or superseded by another policy.

Lake Odessa Village Council
Ionia County, Michigan

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

RESOLUTION NO. 2024-03

**A RESOLUTION TO APPROVE AN AGREEMENT BETWEEN THE
VILLAGE OF LAKE ODESSA AND THE JORDAN LAKE TRAIL
BOARD FOR THE DONATION OF ARTWORK**

WHEREAS, the newest leg of the Jordan Lake Trail was completed in the summer of 2023, said trail being within the Village limits; and

WHEREAS, the Jordan Lake Trail Board, having purchased a sculpture created by Lake Odessa metal artist Tony Jackson, desires to donate said sculpture to the Village of Lake Odessa for the enjoyment of citizens for years to come; and

WHEREAS, the Jordan Lake Trail Board requests that said sculpture be placed at the trailhead of the newest section of trail within the Village limits.

NOW, THEREFORE, BE IT RESOLVED, that the Village Council hereby approves the Agreement Between the Village of Lake Odessa and the Jordan Lake Trail Board, attached hereto as Exhibit A, and authorizes Village President Karen Banks to execute said Agreement at such time as the sculpture is installed at the aforementioned trailhead.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Date: _____

Kathy Forman, Village Clerk/Treasurer

AGREEMENT BETWEEN THE VILLAGE OF LAKE ODESSA
AND THE JORDAN LAKE TRAIL BOARD

WHEREAS, the Jordan Lake Trail Board ("Board") wishes to donate to the Village of Lake Odessa ("Village") for use as public art an item which is depicted on page 2 of this Agreement and referred to as "artwork."

NOW, THEREFORE, the parties agree as follows:

1. Donation and Acceptance.
The Board hereby irrevocably donates and conveys legal title to the artwork to the Village.
2. Location.
The artwork shall be located at the head of that segment of the Jordan Lake Trail which is situated within the Village limits and adjacent to Jordan Lake Avenue.
3. Use, Relocation or Removal.
The Village may use the artwork in any manner in its sole discretion and Board has no right or obligation to control the Village's use of the donation. The Village will have sole discretion over the placement, location, maintenance and removal of the piece. The Village may at any point without notice to the Board remove or relocate the piece.
4. Maintenance.
The Village shall have sole responsibility for the maintenance and care of the artwork.
5. Repurchasing of Artwork.
Upon any decision to permanently remove the artwork from public display, Anthony Jackson, the creator of the artwork, or his assigns and/or heirs, shall be given opportunity to repurchase the artwork for an amount commensurate with its then agreed-upon value or a value determined by an appropriate licensed art appraiser.

JORDAN LAKE TRAIL BOARD

Date: _____

By: Carolyn Mayhew _____

Its: _____

VILLAGE OF LAKE ODESSA

Date: _____

By: Karen Banks
Village President _____

EXHIBIT A



EXHIBIT A

Lake Odessa Village Council
Ionia County, Michigan

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

RESOLUTION NO. 2024-04

APPROVING THE AUCTIONING OF VILLAGE-OWNED EQUIPMENT

WHEREAS, the Village of Lake Odessa owns and maintains a fleet of vehicles and equipment used in the provision of Village services; and

WHEREAS, when these vehicles and equipment have either been replaced or are no longer necessary to provide Village services, it can become prudent and necessary to dispose of surplus equipment in a fair and equitable manner; and

WHEREAS, Village staff has identified one piece of equipment – a 2016 Chevrolet Tahoe-- that can be disposed of through sale to the public; and

WHEREAS, Village staff believes that the aforementioned piece of equipment is past its useful life expectancy and is no longer integral to the daily provision of Village services.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Village Council approves the auctioning of a Village-owned 2016 Chevrolet Tahoe, utilizing the services of Biddergy.com of Kalamazoo, Michigan.
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 ADOPTED.

Dated: January 17, 2024

Kathy Forman, Clerk/Treasurer

Lake Odessa Village Council
Ionia County, Michigan

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

RESOLUTION NO. 2024-05

**APPROVING THE SETTING OF A PUBLIC HEARING FOR THE ADOPTION OF
THE FY 2024-2025 VILLAGE OF LAKE ODESSA BUDGET AND MILLAGE RATES**

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

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

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

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Village Council approves the setting of a public hearing on the FY 2024-2025 Village budget and FY 2024-2025 Village millage rates on Monday, February 19, 2024 at 7:00 pm at the Page Memorial Building, 839 Fourth Avenue, Lake Odessa, Michigan 48849.
2. The Village Council authorizes and directs the Village Clerk to publish a notice of public hearing on the proposed budget at least six days prior to the hearing.
2. All resolutions and parts of resolutions, insofar as they conflict with the provisions of this resolution, are rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: January 17, 2024

Kathy Forman, Village Clerk/Treasurer

LAKE ODESSA VILLAGE COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 2024-06

**A RESOLUTION TO APPROVE APPLICATION FOR
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FOR CDBG HOUSING IMPROVING LOCAL LIVABILITY (CHILL)**

WHEREAS, the Village of Lake Odessa is interested in providing opportunities to provide affordable housing improvements for its low-to-moderate income residents; and

WHEREAS, the Lake Odessa Village Council recommends that the Village of Lake Odessa make an application for CDBG CHILL funds for homeowner rehabilitation projects; and

WHEREAS, the Village of Lake Odessa is requesting the application for \$160,000 to be used according to the MSHDA guidelines for the CHILL grant funds to be used by low-to-moderate income-eligible residents in selected areas of the Village, as indicated in the Letter of Intent for the CHILL grant application and as approved by the Village Council per requirements of the Michigan State Housing Development Authority (MSHDA).

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Village Council authorizes the preparation of an application for CDBG CHILL grant funding through MSHDA.
2. Karen L. Banks, Village President, and Kathy Forman, Village Clerk/Treasurer, are hereby authorized to sign the application, and all grant-related documents, including environmental review and payment requests.
3. No CDBG or non CDBG costs will be incurred prior to the formal grant award, completion of the environmental review procedures and formal written authorization to incur costs has been provided by the appointed CDBG Project Manager.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of Resolution 2024-06, adopted by the Lake Odessa Village Council at a regular meeting held on January 17, 2024, the original of which is on file in my office and available to the public pursuant to the required statutory procedure.

Date: _____

Kathy Forman, Village Clerk/Treasurer

20. REHABILITATION and/or RECONSTRUCTION TIMELINE

COMPLETED BY	TASK	START DATE	END DATE
UGLG	Grant Agreement Executed	5/1/2024	
UGLG	DRR Site(s) Selected – submit setup proforma(s)		
MSHDA	DRR Site(s) Approved – allow up to 3 weeks		
UGLG	HIP Home(s) Selected – submit setup proforma(s)		
MSHDA	HIP Home(s) Approved – allow up to 3 weeks		
UGLG	Construction Period Started		
UGLG	Final Inspection(s) Completed		
UGLG	DRR Unit(s) Listed		
UGLG	DRR Unit(s) Sold		
UGLG	100% Disbursement of Funds/Final Reports		10/31/2025

21. RECONSTRUCTION SINGLE-FAMILY HOUSING DEVELOPMENT BUDGET

10/9/2023

DATE	
GRANTEE	
GRANT #	
ADDRESS	
DEVELOPER AGENCY	
DEVELOPER CONTACT	
DEVELOPER EMAIL	
DEVELOPER PHONE	

USES		AMOUNT
1	Acquisition	
2	Demolition	
3	General Contractor (profit, overhead, gen conditions) Stick or Panelized	
4	Construction Contingency, up to 10%	
5	Construction Period Interest	
6	Site Work- Excavation & Infrastructure	
7	Building Concrete- walls, floors and sidewalks	
8	Roofing & Siding	
9	Carpentry	
10	Insulation	
11	Doors/Windows & Hardware	
12	Drywall, Painting	
13	Electrical	
14	HVAC	
15	Flooring	
16	Accessory Buildings- garage or shed	
17	Plumbing & Domestic Hot Water	
18	Appliances, Garbage Disposal	
19	Water Well and Septic or Municipality Distribution	
20	Building Permit, License & Tap & Other Fees	
21	Architect and Engineering Costs (A&E)	
22	Environmental: (Site-Specific Review) Phase 1	
23	Environmental Review (Federal)	
24	Property Survey	
25	Legal Fees	
26	Loan Commitment Fee	
27	Title Search & Title Insurance and Recording Costs	
28	Pre-Post Appraisal	
29	Builder's Risk and/or Casualty Insurance	
30	Construction Loan Interest & Taxes	
TOTAL USES (CONSTRUCTION)		0

SOURCES		AMOUNT
1	CDBG	
2	Owner/Investor Equity	
3	Bank	
4	Local Community Investment	
5	Other	
6	Other	
TOTAL SOURCES		0

DEVELOPMENT GAP - SOURCES/USES

0

NOTE: The total development sources/uses must match reservation memo total project

E. GRANT BUDGET

ACTIVITY	# OF UNITS	FUNDING SOURCE	PROPOSED BUDGET
HIP	6	CDBG	160,000.00
DRR	NA	CDBG	0.00
ADMIN		CDBG	28,800.00
Other Sources (attach proof)		USDA RURAL DEVELOPMENT	SPECIFIC TO APPLICANT
Other Sources (attach proof)		COMMUNITY ACTION AGENCY	SPECIFIC TO APPLICANT
Other Sources (attach proof)		MDHHS	SPECIFIC TO APPLICANT
TOTAL	6		188,800.00

H. CERTIFICATION BY THE UGLG

The UGLG states that the person identified in the Authorizing Resolution certifies the following:

1. Possesses legal authority to submit a grant application;
2. Has in a timely manner:
 - a. furnished its citizens information concerning the amount of funds available and being applied for, and the proposed community development and housing activities to be undertaken, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income and the plans for minimizing displacement of persons due to proposed activities and for assisting persons displaced;
 - b. published a public notice in such manner to afford citizens an opportunity to examine and submit comments on the proposed application and community development and housing activities;
 - c. held one or more public hearings to obtain the views of citizens on the proposed application and community development and housing needs; and
 - d. made the proposed application available to the public.
3. Will conduct and administer the grant in conformity with Public Law 88-352 and Public Law 90-284, and will affirmatively further fair housing;
4. Has developed the proposed application so as to give maximum feasible priority to activities which will benefit low- and moderate-income homebuyers or homeowners;
5. Has developed a community development plan or community development narrative that identifies community development and housing needs and specifies both short- and long-term community development objectives that have been developed in accordance with the primary objective and requirements of the Title I Housing and Community Development Act of 1974, as amended;
6. Will not attempt to recover any capital costs of public improvements assisted in whole or in part with Title I funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless (A) Title I funds are used to pay the proportion of such fee or assessment that related to capital costs of such public improvement that are financed from revenue sources other than Title I funds; or (B) for purposes of assessing any amounts against properties owned and occupied by persons of low and moderate income who are not persons of very low income, and (name of local unit) certifies that it lacks sufficient Title I funds to comply with the requirements of clause (A);
7. Will adopt a policy of prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdictions;

8. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant or cooperative agreement;

9. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a federal contract, grant, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

10. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly;

11. Will comply with other provisions of Title I of the Housing and Community Development Act of 1987, as amended, and with other applicable laws.

I. STATEMENT OF ASSURANCES

The UGLG states that the person identified in the Authorizing Resolution assures the following as applicable:

1. Compliance with financial management and audit requirements in 2 CFR Part 200; Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule.
2. Compliance with Civil Rights and Equal Opportunity statutes as set forth in Title I of the Civil Rights Act of 1964 (Public Law 88-352), Title VIII of the Civil Rights Act of 1968 (Public Law 90-284), the Michigan Civil Rights Act 453 of 1976, the Michigan Fair Employment Practices Act (MCL 423, 301-423, 311), related statutes and implementing rules and regulations.
3. Compliance with Labor Standards statutes as set forth in the Davis-Bacon Fair Labor Standards Act (40 U.S.C. 276a-276a-5), related statutes and implementing rules and regulations.
4. Compliance with Lead Based Paint Poisoning Prevention Act (42 U.S.C. 4831).
5. Compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. 4630) and implementing regulations.
6. Compliance with Section 504 of the Rehabilitation Act of 1973, as amended, and implementing rules and regulations 24 CFR Part 8.
7. Authorized state officials and representatives will have access to all books, accounts, records, reports, files, and other papers, things, or property pertaining to the project to make audits, examinations, excerpts, and transcripts; each contract or subcontract also shall provide for such success to relevant data and records pertaining to the development and implementation of the project.

The UGLG agrees to assume all the responsibilities for environmental review, decision making, and action as specified and required under the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and Section 104 (f) of Title I of the Housing and Community Development Act and implementing regulations 24 CFR Part 58.

J. CERTIFICATION BY AUTHORIZED SIGNATORY

The person authorized through resolution, or the highest elected official, has signed below verifying (1) the Certifications and Assurances herein have been reviewed and accounted for; (2) this Application has been reviewed and is complete; and (3) the data provided herein is the most accurate available based on current information and knowledge.

SIGN HERE

X

NAME	KAREN L. BANKS
TITLE	PRESIDENT, LAKE ODESSA VILLAGE COUNCIL
PHONE	616-374-7110
DATE	1/17/2024

LAKE ODESSA VILLAGE COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 2024-07

A RESOLUTION ADOPTING A POLICY PROHIBITING THE USE OF EXCESSIVE FORCE AGAINST NON-VIOLENT CIVIL RIGHTS DEMONSTRATORS

WHEREAS, the Congress of the United States has passed the Armstrong/Walker “Excessive Force” Amendment (Section 104 (L)(1) of Title I of the Housing and Community Development Act of 1974, as amended) prohibiting the use of excessive force by a local law enforcement agency against any individual engaged in non-violent civil rights demonstration within its jurisdiction; and

WHEREAS, the Village of Lake Odessa (“Village”), as a condition of applying for a Michigan Community Development Block Grant, is required to comply with the Armstrong/Walker “Excessive Force” Amendment; and

WHEREAS, the use of excessive force against demonstrators may cause the Village to lose the Michigan Community Development Block Grant or eligibility for future federal grants,

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The following Excessive Force Policy is hereby adopted:

It is policy of the Village of Lake Odessa (“Village”) that the use of excessive force is prohibited by local law enforcement agencies against individuals engaged in non-violent civil rights demonstrations within the Village.

The Village will adopt and enforce a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

The Village Council directs the Lake Odessa Police Chief to implement this policy by amending applicable police department procedures.

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 ADOPTED.

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of Resolution 2024-__, adopted by the Lake Odessa Village Council at a regular meeting held on January 17, 2024, the original of which is on file in my office and available to the public pursuant to the required statutory procedure.

Date: _____

Kathy Forman, Village Clerk/Treasurer

LAKE ODESSA VILLAGE COUNCIL
Ionia County, Michigan

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

RESOLUTION NO. 2024-08

A RESOLUTION APPROVING COUNCIL POLICY 2024-02

WHEREAS, the Lake Odessa Village Council desires to make an application for CDBG CHILL funds for homeowner rehabilitation projects that are consistent with the Lake Odessa Master Plan; and

WHEREAS, the Michigan State Housing Development Authority (MSHDA) requires that applicants for CDBG CHILL grants adopt a policy of non-discrimination on the basis of handicap.

NOW, THEREFORE, BE IT RESOLVED, AS FOLLOWS:

1. That Council Policy 2024-02, attached hereto as Exhibit A, is hereby adopted.
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 ADOPTED.

Date: _____

Kathy Forman, Village Clerk/Treasurer

**VILLAGE OF LAKE ODESSA
COUNCIL POLICY 2024-02
NON-DISCRIMINATION ON BASIS OF HANDICAP**

The VILLAGE OF LAKE ODESSA does not discriminate on the basis of disability in its hiring or employment practices. The VILLAGE OF LAKE ODESSA will not ask a job applicant about the existence, nature, or severity of a disability. Applicants may be asked about their ability to perform specific job functions. Medical examinations or inquiries may be made, but only after a conditional offer of employment is made and only if required of all applicants for the position. The VILLAGE OF LAKE ODESSA will make reasonable accommodations for the known physical or mental limitations of a qualified applicant or employee with a disability upon request unless the accommodation would cause an undue hardship on the operation of the VILLAGE OF LAKE ODESSA's business. To the extent its selection criteria for employment decisions have the effect of disqualifying an individual because of disability, those criteria will be job-related and consistent with business necessity. Employees' medical information is maintained separately from personnel files and protected by confidentiality.

The VILLAGE OF LAKE ODESSA will provide appropriate auxiliary aids and services, including qualified sign language interpreters, assistive listening devices, and alternate formats, whenever necessary to ensure effective communication with members of the public who have hearing, sight, or speech impairments, unless to do so would result in a fundamental alteration of its programs or an undue administrative or financial burden.

A person who requires an accommodation or an auxiliary aid or service should contact the following officials; interpreter requests should be made as far in advance as possible but no later than 48 hours before the scheduled event:

Kathy Forman
Village Clerk/Treasurer
616-374-7110

Complaints that a VILLAGE OF LAKE ODESSA program, service, or activity is not accessible to persons with disabilities should be directed to Kathy Forman, Village Clerk/Treasurer. Complaints of disability-based discrimination against applicants for VILLAGE OF LAKE ODESSA employment or VILLAGE OF LAKE ODESSA employees should be directed to Kathy Forman.

The VILLAGE OF LAKE ODESSA will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.