



**PROPOSED AGENDA**  
**REGULAR MEETING OF THE LAKE ODESSA VILLAGE COUNCIL**  
**MONDAY, APRIL 21, 2025 - 7:00 P.M.**  
Page Memorial Building  
Village Council Chambers  
839 Fourth Avenue, Lake Odessa, Michigan 48849

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Roll Call of Council Members**

**IV. Approval of Agenda**

**V. Public Comment:**

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

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

- a) Minutes from the regular Village Council meeting of March 17, 2025

**VII. Expenditures:**

- a) Approve bills equal to or less than \$3,000.00 each from 3/1/2025 to 3/31/2025.  
b) Approve bills in excess of \$3,000.00 each, including:  
i. Detroit Salt – Rock Salt for Major & Local Streets – \$3,491.40 (Paid)  
ii. Dixon Engineering – 2025 Asset Management Services – \$86,715.00 (Paid)  
iii. Mckenna – DDA Plan Services – \$3,006.25.00 (Paid)

**VIII. Consent Agenda**

None

**IX. Departmental Reports:**

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

**X. New Business:**

- a) Proposed Ordinance 2025-04: To Amend Article IV. Weeds of Chapter 10 – Environment of the Code of Ordinances of the Village of Lake Odessa
- b) Proposed Ordinance 2025-05: To Amend Division 1. In General of Article II. Nuisances of Chapter 10 – Environment of the Code of Ordinances of the Village of Lake Odessa
- c) Proposed Ordinance 2025-06: To Amend Article IV of Chapter 31 of the Code of Ordinances of the Village of Lake Odessa by Removing the Sunset Date
- d) Proposed Resolution 2025-15: Approving the Establishment of Investment Accounts with Independent Bank and Designating Authorized Signatories
- e) Proposed Resolution 2025-16: Setting a Public Hearing of Special Assessments for Abating Hazards and Nuisances
- f) Proposed Resolution 2025-17: Awarding the 2025 Paving Contract to Lakeland Asphalt Corporation
- g) Proposed Resolution 2025-18: Approving an Arbor Day Proclamation and the Holding of a Tree Planting Ceremony on Tuesday, April 22, 2025
- h) Proposed Resolution 2025-19: Accepting Proposal from the Michigan Municipal League Liability and Property Pool for Insurance Coverage Effective June 1, 2025

**XI. Miscellaneous Correspondence:**

- a) Laurel Steward Email

**XII. Trustee Comments**

**XIII. Public Comment (See Above)**

**XIV. Adjournment**

# Council Meeting Minutes

VILLAGE OF LAKE ODESSA  
MINUTES  
REGULAR COUNCIL MEETING  
MARCH 17, 2025  
PAGE MEMORIAL BUILDING  
839 FOURTH AVENUE  
LAKE ODESSA, MICHIGAN 48849

Meeting called to order at 7:02 pm by Village President Karen Banks.

**ROLL CALL**

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

Council absent: Trustee Mike Brighton

Staff present: Kendra Backing, Eric Tollefson, Curtis Colvin, Gregg Guetschow

**APPROVAL OF THE AGENDA**

Motion by DeJong, supported by Halfmann, to approve the agenda with the deletion of new business item c. All ayes; motion carried 6-0.

**PUBLIC COMMENT ON AGENDA ITEMS**

None

**MINUTES**

Motion by Green, supported by DeJong, to approve the minutes from the February 17, 2025, regular meeting and the February 28, 2025 special meeting. All ayes; motion carried 6-0.

**BILLS**

Motion by Cappon, supported by Halfmann, to approve expenditures equal to or less than \$3,000.00 for the period 2/1/2025 through 2/28/2025. All ayes; motion carried 6-0.

Motion by Yoder, supported by Cappon to approve bills in excess of \$3,000 as submitted.  
All ayes; motion carried 6-0.

**CONSENT AGENDA**

- a) Approved minutes of the January 14, 2025, Downtown Development Authority meeting.
- b) Unapproved minutes of the February 11, 2025, Downtown Development Authority meeting.

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

**DEPARTMENTAL REPORTS**

Manager: Report submitted.  
Clerk/Treasurer: Report submitted.  
Police: Report submitted.  
Public Works: Report submitted.  
Planning and Zoning: Report submitted.

Officer Eric Tollefson made a presentation about the use of drones as a force multiplier in police work. He provided information about a quad copter drone with thermal imaging camera that could be used to



locate missing people, animals, and suspects. Officer Tollefson also noted that creating a drone unit could assist in attracting officers to the department. The cost of this drone would be about \$15,000 or \$16,000. Trustees inquired about privacy concerns, training costs, maintenance requirements, useful life of equipment, and other matters.

Motion by DeJong, supported by Halfmann, to pursue additional investigation into purchasing a drone for the police department. All ayes; motion carried 6-0.

## **NEW BUSINESS**

a) Proposed Ordinance 2025-02: Amending Article IV of Chapter 32 of the Code of Ordinances (Utility Terrain Vehicles).

Motion by DeJong, supported by Halfmann, to approve Ordinance 2025-02 with language extending the sunset date to May 30, 2025. President Banks called for a roll call vote. Yes: Cappon, DeJong, Green, Halfmann, Banks; No: Yoder. Absent: Brighton; Abstain: None. Motion carried 5-1.

b) Proposed Ordinance 2025-03: Amending Code of Ordinances by Repealing Sections 2-221 through 2-229 (Fire and Emergency Services Charges).

Motion by Yoder, supported by Green, to approve proposed Ordinance 2025-03. President Banks called for a roll call vote. Yes: DeJong, Green, Halfmann, Yoder, Cappon, Banks; No: None; Absent: Brighton; Abstain: None. Motion carried, 6-0.

c) [Deleted from Agenda].

d) Proposed Resolution 2025-12: Adopting Council Policy 2025-01 Establishing Criteria and Procedures for Reimbursement of Costs of Village Services Incurred for Events Sponsored by Organizations.

Motion by Green, supported by DeJong, to approve proposed Resolution 2025-12. President Banks called for a roll call vote. Yes: Green, Halfmann, Yoder, Cappon, DeJong, Banks; No: None; Absent: Brighton; Abstain: None. Motion passed, 6-0.

e) Proposed Resolution 2025-13: Accepting Proposal of Peerless Midwest for Rehabilitation of Standby Well #2.

Motion by Cappon, supported by Green, to approve proposed Resolution 2025-13. President Banks called for a roll call vote: Yes: Halfmann, Yoder, Cappon, DeJong, Green, Banks. No: None; Absent: Brighton; Abstain: None. Motion passed, 6-0.

f) Proposed Resolution 2025-14: Authorizing Purchase of Utility Vehicle and Disposal of Old Vehicle through Auction

Motion by DeJong, supported by Cappon, to approve proposed Resolution 2025-14. President Banks called for a roll call vote: Yes: Yoder, Cappon, DeJong, Green, Halfmann, Banks. No: None; Absent: Brighton; Abstain: None. Motion passed, 6-0.

g) Ad Hoc Committee Report re: Deputy Village Manager Profile

Motion by Cappon, supported by Green, to post the Deputy Village Manager position vacancy with an application deadline of April 18, 2025. All ayes; motion carried 6-0.

## **MISCELLANEOUS CORRESPONDENCE**

a) None

#### **TRUSTEE COMMENTS**

Banks – None

Brighton – Absent.

Cappon – Inquired about the possibility of reimbursing Officer Tollefson for costs incurred in receiving drone training and obtaining license. Suggested public notice regarding golf carts on M-50.

DeJong – Asked that repealed sections 2-221 through 2-229 be attached to the minutes.

Green – Concurred with comments regarding drone presentation.

Halfmann – Thanked the Police Department for the drone presentation.

Yoder – None

#### **PUBLIC COMMENT**

1. Patti Caudill, announced her candidacy for the vacant Odessa Township trustee position and provided a summary of her background and experience.

#### **ADJOURNMENT**

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

Meeting adjourned at 8:16 pm.

Respectfully submitted,

Gregg Guetschow  
Acting Clerk

# Expenditures

Check Date	Check	Vendor Name	Amount
Bank ARTS			
03/06/2025	3440	SAVINSKY ENTERTAINMENT, LLC	500.00
03/06/2025	3441	VERIZON WIRELESS	43.69
03/13/2025	3442	KRISTINA BERRY	42.50
03/13/2025	3443	LADD'S GOLF & TURF	1,475.00
03/13/2025	3444	WILLOW AUDIO VIDEO LABORATORIES	1,886.70
03/25/2025	3445	VERIZON WIRELESS	43.69

ARTS TOTALS:

Total of 6 Checks:	3,991.58
Less 0 Void Checks:	0.00
Total of 6 Disbursements:	3,991.58

Bank DDA 6015 DOWNTOWN DEVELOPMENT AUTHORITY

03/06/2025	1252	MCKENNA	2,821.25
03/06/2025	1253	MOOD MEDIA	35.23
03/13/2025	1254	LAKE ODESSA FAIR	250.00
03/13/2025	1255	LAKE ODESSA AREA ARTS COMMISSION	500.00
03/25/2025	1256	MCKENNA	3,006.25

DDA TOTALS:

Total of 5 Checks:	6,612.73
Less 0 Void Checks:	0.00
Total of 5 Disbursements:	6,612.73

Bank POOL POOLED CASH

03/06/2025	43369	AMAZON CAPITAL SERVICES, INC.	1,616.84
03/06/2025	43370	BADGER METER	845.48
03/06/2025	43371	CRYSTAL FLASH	1,423.74
03/06/2025	43372	DETROIT SALT	3,491.40
03/06/2025	43373	GREGG GUIDANCE, LLC	2,768.28
03/06/2025	43374	VC3, INC	197.00
03/06/2025	43375	MICHIGAN MUNICIPAL TREASURERS ASSOC	379.00
03/06/2025	43376	MOTOR PARTS AND EQUIPMENT COMPANY	320.38
03/06/2025	43377	QUADIENT LEASING USA, INC	731.88
03/06/2025	43378	HOMEWORKS	2,997.24
03/06/2025	43379	VERIZON WIRELESS	612.58
03/06/2025	43380	VIEW NEWSPAPER GROUP	248.20
03/06/2025	43381	WEX BANK	1,539.96
03/11/2025	43382	ELAN FINANCIAL SERVICES	2,112.95
03/13/2025	43383	AT&T	208.37
03/13/2025	43384	CONSUMERS ENERGY	4,672.17
03/13/2025	43385	CONSUMERS ENERGY	1,160.48
03/13/2025	43386	COREWELL HEALTH WEST OCCUP HLTH	53.00
03/13/2025	43387	DIXON ENGINEERING, INC.	86,715.00
03/13/2025	43388	GLOCK PROFESSIONAL, INC	300.00
03/13/2025	43389	GRANGER	105.05
03/13/2025	43390	CITY OF IONIA	44.00
03/13/2025	43391	MENARDS-IONIA	324.53
03/13/2025	43392	MICHIGAN CAT	269.54
03/13/2025	43393	MICHIGAN STATE POLICE	66.00
03/13/2025	43394	NATIONAL ASSOC. OF CHIEFS OF POLICE	60.00
03/25/2025	43395	LAKE ODESSA ACE HARDWARE	28.97
03/25/2025	43396	AMAZON CAPITAL SERVICES, INC.	183.97
03/25/2025	43397	BLUE CARE NETWORK	6,192.51
03/25/2025	43398	BLUE CROSS BLUE SHIELD OF MICHIGAN	272.48
03/25/2025	43399	FERGUSON WATERWORKS	2,889.50
03/25/2025	43400	GREGG GUIDANCE, LLC	2,820.52
03/25/2025	43401	MCKENNA	2,160.00
03/25/2025	43402	PEERLESS MIDWEST, INC.	2,455.00
03/25/2025	43403	SBIS	709.77
03/25/2025	43404	VERIZON WIRELESS	421.74
03/25/2025	43405	WOW! BUSINESS	234.60
03/25/2025	43406	WOW! BUSINESS	136.00
03/25/2025	43407	WOW! BUSINESS	116.25

POOL TOTALS:

Total of 39 Checks:	131,884.38
Less 0 Void Checks:	0.00
Total of 39 Disbursements:	131,884.38

Bank PR VI 1498 PAYROLL

Check Date	Check	Vendor Name	Amount
03/27/2025	35 (E)	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

REPORT TOTALS:			
Total of 51 Checks:			142,676.19
Less 0 Void Checks:			0.00
Total of 51 Disbursements:			142,676.19

**Purchases Over \$3,000.00**



12841 Sanders Street  
Detroit, MI 48217  
Phone No. 313-841-5144  
Fax No. 313-841-0466  
ar@detroitsalt.com

**Sell-to**

LAKE ODESSA VILLAGE  
JESSE TROUT  
839 FOURTH AVE  
Lake Odessa, MI 48849  
UNITED STATES

**Ship-to**

LAKE ODESSA VILLAGE  
LAKE ODESSA VILLAGE  
800 SEWER PLANT RD  
Lake Odessa, MI 48849

Invoice No. SI25-30865  
Posting Date 03/04/25  
Payment Terms NET 30  
Due Date 04/03/25  
P.O.  
Customer No. MILAK03

Ticket No.	Date	Order	Location	Product	Qty	Rate	Amount	Tax Amount	Total
918391	03/04/25	SO25-16480	007	ROCK SALT	50.60	\$69.00	\$3,491.40		\$3,491.40
Invoice Total					50.60		\$3,491.40		\$3,491.40

Total Invoice \$3,491.40

1745.70

1745.70

202-449-734  
203-449-734 - split

QUESTIONS? PLEASE CALL 313-841-5144

FEDERAL ID 38-3341484

PLEASE NOTE: OUR REMITTANCE ADDRESS HAS CHANGED

Please remit payment to: Detroit Salt Company, PO Box 874127 Kansas City, MO 64187-4127

# **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 25-0203  
Date 03/11/2025

Project MI2019EVB-0243 LAKE ODESSA MI

Description	Contract Amount	Prior Billed	Current Billed
2025 Asset Management Services	86,715.00	0.00	86,715.00
Total	86,715.00	0.00	86,715.00

Invoice total 86,715.00

ST.  
591-536-931-010





MCKENNA

HEADQUARTERS  
235 East Main Street  
Suite 105  
Northville, Michigan 48167

O 248.596.0920  
F 248.596.0930  
MCKA.COM

March 19, 2025

Invoice No: 24-077 - 6

Gregg Guetschow  
Village Manager (Interim)  
Odessa Lake  
839 Fourth Avenue  
Lake Odessa, MI 48849

Project 24-077 Lake Odessa DDA Plan

**Professional Services from February 1, 2025 to February 28, 2025**

Professional Services

Continued progress on the DDA Plan. Complete Scope of Services/Deliverables listed below:

1. Project Initiation
2. Lake Odessa 2024 - Identify, Quantify and Analyze
3. Public Outreach
4. Draft the Plan/DDA Review
5. Public Review/Adoption

**Contract Amount**

Total Fee	18,500.00		
Percent Complete	51.50	Total Earned	9,527.50
		Previous Fee Billing	6,521.25
		<b>Total Fee</b>	<b>\$3,006.25</b>
		<b>Invoice Total</b>	<b>\$3,006.25</b>

**THANK YOU.** Please remit to above address and indicate project number on voucher.

248-275-801.000

# Departmental Reports



## MEMORANDUM

TO: President Banks and Village Council Members

FROM: Gregg Guetschow, Village Manager

SUBJECT: Agenda Summary

DATE: April 17, 2025

### ITEMS OF BUSINESS:

***Proposed Ordinance 2025-04 – Weeds.*** This is the first of two ordinance amendments proposed for the purpose of making additional tools available to the code enforcement officer as he performs his duties. This amendment expands on the provisions of the current ordinance regulating the permitted height of grass and weeds by requiring the removal of noxious weeds and invasive plant species regardless of height. A part of the motivation for these amendments was to address instances where trees of heaven, a non-native invasive species, have been observed on properties. In addition, concern has been expressed in the media about the spread of Japanese knot weed in Michigan. In the future there could be other such invasive plants that the code enforcement officer might encounter.

***Proposed Ordinance 2025-05 – Property Maintenance Nuisances.*** The purpose of this amendment to the Village's nuisance ordinance is to close some of the gaps in this ordinance and in the International Property Maintenance Code. These gaps have allowed for the continued existence of unsightly conditions on various properties, including general lack of tidiness, graffiti, poorly maintained structures, and the like. Several illustrative photos from around Lake Odessa are included in the agenda packet. As with proposed ordinance 2025-04, the goal of enacting these amendments is to provide the code enforcement officer a complete range of options for addressing these conditions.

***Proposed Ordinance 2025-06 - UTVs.*** The ordinance permitting the operation of utility terrain vehicles (UTVs) on Village streets was adopted in 2023. Among its provisions was a "sunset" date that was extended from April 17, 2025 to May 30, 2025 by Council action at its March 17 meeting. This provision is intended to trigger a review by Council of the operation of the ordinance to determine whether UTVs should continue to be allowed on Village streets. Chief Backing reports that there have been no significant issues with UTVs, no citations have been issued and there have been no accidents. A few UTVs have been stopped for various reasons but no more so than for other motor vehicles. The proposed amendment would eliminate the sunset date entirely.

**Resolution 2025-15 Independent Bank Signatories.** Clerk/Treasurer Kathy Forman's monthly reports show the amount of cash the Village has in investments with Michigan CLASS and in its pooled cash account at Union Bank. Regarding the latter, we are of the opinion that this amount exceeds by roughly \$1.5 million the balance necessary to meet cash flow needs. It is prudent, then, to consider investing these funds to improve the yield above the 2% currently provided in that account and to reduce the risk of loss of funds in excess of FDIC insurance limits. We believe it is also prudent to utilize an alternative to Michigan CLASS for additional investments so as to avoid keeping all our eggs in one basket, so to speak. Although we have enjoyed good returns on those investments, and they are liquid, they are not insured. Michigan CLASS's management of those funds is such that the risk of loss is very low. Nonetheless, compliance with Council's investment policy balancing liquidity, risk, and return encourages investments that are insured when practical.

An excellent way to invest larger sums so that they are insured is through the Certificate of Deposit Account Registry Service, or CDARS. Simply put, this is a means of purchasing CDs through multiple banks so that none exceeds the \$250,000 FDIC insurance limit. There is a cost for having this insurance, however, in that the rate of return on the investment is less than what is currently realized on our investments with Michigan CLASS.

The CDARS option is not available through Union Bank. Kathy and I met with representatives of Mercantile Bank and Independent Bank to discuss their offerings. Although either would be acceptable, Kathy and I both have had positive experiences working with Independent Bank, which still has a significant presence in Ionia. In my case, I have invested in CDARS with Independent Bank in another community.

The proposed resolution identifies those officers designated as signatories on the account established with Independent Bank. It is possible that insured accounts other than CDARS would be established to manage the flow of funds.

**Resolution 2025-16 Special Assessments – Hazards and Nuisances.** Each year property owners ignore property maintenance ordinance violation notices and DPW employees are called upon to correct violations, most often through mowing tall grass and weeds. Property owners are invoiced for the cost of this work. The code of ordinances provides that this cost, if unpaid, becomes a lien on the property and is added to the summer property tax bill. We are refining our process a little this year by formalizing the steps through which this occurs. To that end, this resolution sets a date for a public hearing on the assessment roll and provides for a notice to be published in the newspaper and sent to delinquent property owners. It has been my experience in other communities that this process results in the payment of at least some of the delinquencies prior to the summer tax bills being mailed.

**Resolution 2025-17 – Paving Contract.** DPW Director Jesse Trout is requesting approval of a quotation from Lakeland Asphalt for paving a portion of Tupper Lake Street, Pineview Drive and the dead end of Lakeview Drive. The low bid for this work is estimated to be \$104,900. Jesse is requesting an allowance of up to \$155,000, slightly below the budgeted amount for this project, to allow for changes in quantities as the work proceeds. He is expecting to be below this total when all quantities are accounted for.

## **MISCELLANEOUS MATTERS:**

**1323 Ionia Street.** I reported earlier this year on our efforts to address the dilapidated house at this address by using the procedures in the Village's dangerous buildings ordinance. A notice was sent that listed the violations of the ordinance and provided 60 days within which to correct the violations or demolish the structure. That period expires on April 20. I have had no response from the property owner to the notice that was sent, apart from signing to acknowledge delivery of the notice. I have no reason to expect that the problem will be addressed in the next few days. The next step in the process is to hire a qualified individual to serve as a hearing officer and to set a date and time for a hearing. The code enforcement officer has reached out to several people, two of which are considering whether to accept the appointment. At the conclusion of the hearing, the hearing officer can issue his or her own order for steps to be taken to comply with the ordinance and provide a reasonable time within which to complete these actions.

**Deputy Village Management Recruitment.** April 18 is the deadline Council set for receipt of resumes from individuals interested in the deputy village manager position. The vacancy was advertised in the Michigan Municipal League classifieds and posted on the Village website. In addition, I posted about it on my LinkedIn page and sent targeted emails to 175 city, village, and township appointed and elected officials in Ionia, Barry, and Eaton counties. The response to date has been less than I hoped, with just seven responses so far. I am aware of one other response that I expect to receive by the deadline. Of these, three responded through the MML site and have yet to complete the application process by submitting additional required information. One unique aspect of the application process was the requirement that applicants submit a video cover letter. I included this requirement because I felt it offered Council a better opportunity to assess characteristics related to organizational fit and communication style than a written cover letter.

**Fourth Avenue.** When Council rejected the request to vacate the north end of Fourth Avenue where it terminates at Jordan Lake, it was agreed that we would relocate the chains separating the right-of-way from Mr. Rogers' property so that it followed the former curb line. This was accomplished last week.

**Verizon Wireless.** Kathy Forman, Kendra Backing, and I met last week with a representative of Verizon Wireless to discuss our account. There are several enhancements that are available that we will be exploring. These include a proposal for acquiring Council iPads through Verizon. I have not had an opportunity to review the response we received, but we might be able to upgrade all iPads at once instead of the four budgeted for this year. We also discussed utilizing Verizon Wireless to replace the AT&T landline currently used at the iron removal plant for the supervisory control and data acquisition (SCADA) computer system used there. AT&T is discontinuing its landline services so it is essential that we find an alternative.

**2026 Street Bond.** President Banks and I participated in a Zoom meeting with the financial advisor and bond attorney we expect to use in issuing bonds to finance some of the 2026 street reconstruction program. There are no actions that need to occur immediately. Much of

the work in preparing for issuance of bonds will occur this fall when Wightman is further along with its design and engineering work and we have a better estimate of costs.

**Planning Commission.** The Planning Commission will hold a special meeting this evening to consider an amendment to the site plan for building 3 of the Stuart's condominium development. The Commission will also consider a proposed home occupation application for a barbershop to be located on a residential lot on Tupper Lake Street.



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

## LAKE ODESSA CALLS FOR SERVICE MARCH 2025

03/31/25 21:17:19 TRF -  
03/31/25 19:16:41 TRF -  
03/31/25 09:12:01 5500 - HEALTH & SAFETY  
03/31/25 06:58:17 99091 - MED 1 THIRD AVE  
03/30/25 23:42:53 PROPERTY CHECK  
03/30/25 21:08:54 TRF  
03/30/25 10:06:04 9909P - NON-CRIMINAL  
03/29/25 23:03:02 TRF  
03/29/25 15:40:27 2300 - LARCENY  
03/29/25 09:16:35 5403 - TRAFFIC  
03/29/25 01:41:02 PROPERTY CHECK  
03/28/25 19:15:12 TRF  
03/28/25 18:40:27 TRF  
03/27/25 21:07:02 5402 - OWI/OUID  
03/27/25 13:27:43 99093 - MED 3  
03/27/25 11:43:24 9908 - GENERAL ASSIST  
03/27/25 08:59:47 TRF  
03/26/25 15:32:46 FOLLOW UP  
03/26/25 08:59:13 FOLLOW UP  
03/25/25 17:24:22 911H - 911 HANG UP  
03/25/25 14:19:01 TRF  
03/24/25 23:17:11 TRF  
03/24/25 21:24:44 99091 - MED 1  
03/24/25 20:57:27 TRF  
03/22/25 23:31:00 TRF  
03/22/25 23:10:01 9500 - FIRE ALL  
03/22/25 13:24:35 TEST - TEST  
03/21/25 21:55:20 TRF  
03/21/25 21:47:47 TRF  
03/21/25 20:58:17 TRF  
03/21/25 19:41:49 TRF  
03/21/25 18:09:40 5500 - HEALTH & SAFETY  
03/21/25 16:01:23 FOLLOW UP  
03/20/25 12:02:22 TRF  
03/20/25 09:04:13 9908 - GENERAL  
03/20/25 05:46:08 9807 - SUSPICIOUS  
03/19/25 13:47:54 9909P - NON-CRIMINAL  
03/18/25 17:46:11 5403 - TRAFFIC  
03/18/25 12:13:02 5403 - TRAFFIC  
03/18/25 00:34:27 PROPERTY CHECK  
03/17/25 11:47:03 9806 - CIVIL DISPUTE  
03/17/25 00:03:24 PROPERTY CHECK  
03/16/25 18:38:37 9806 - CIVIL DISPUTE  
03/15/25 21:31:52 TRF  
03/15/25 18:40:57 9501 - STRUCTURE FIRE  
03/15/25 18:33:22 99091 - MED 1  
03/15/25 18:19:55 9806 - CIVIL DISPUTE  
03/15/25 15:56:18 9808 - LOST PROPERTY  
03/15/25 15:16:53 TREES - TREE DOWN  
03/15/25 15:14:59 9501 - STRUCTURE FIRE  
03/15/25 09:15:30 FOLLOW UP  
03/15/25 01:03:22 PROPERTY CHECK  
03/14/25 21:39:04 7000 - JUVENILE  
03/14/25 20:50:40 TRF  
03/14/25 19:50:49 TRF  
03/14/25 18:51:41 9807 - SUSPICIOUS  
03/14/25 16:40:32 9806 - CIVIL DISPUTE  
03/14/25 02:54:02 911H - 911 HANG UP  
03/13/25 02:02:04 99091 - MED 1  
03/12/25 10:40:17 9401 - ALARM



03/11/25 19:26:09 99091 - MED 1  
03/11/25 02:05:12 5500 - HEALTH & SAFETY  
03/11/25 01:45:19 PROPERTY CHECK  
03/09/25 21:40:16 1301 - ASSAULT  
03/09/25 09:27:48 911H - 911 HANG UP  
03/08/25 18:23:59 FOLLOW UP  
03/08/25 15:56:40 FOLLOW UP  
03/08/25 14:38:19 TRF  
03/08/25 13:17:50 5701 - TRESPASSING  
03/08/25 01:01:16 PROPERTY CHECK  
03/07/25 18:18:11 5500 - HEALTH & SAFETY  
03/07/25 18:13:38 9806 - CIVIL DISPUTE  
03/07/25 16:07:52 5500 - HEALTH & SAFETY  
03/07/25 16:02:28 TRF  
03/06/25 23:47:46 99091 - MED 1  
03/06/25 17:00:17 911H - 911 HANG UP  
03/05/25 17:51:28 9807 - SUSPICIOUS  
03/05/25 11:48:33 9401 - ALARM  
03/04/25 15:05:27 TRF  
03/04/25 10:12:18 99091 - MED 1  
03/04/25 09:15:37 99093 - MED 3  
03/04/25 01:30:51 PROPERTY CHECK  
03/03/25 21:25:39 9908 - GENERAL  
03/03/25 17:33:55 9807 - SUSPICIOUS  
03/03/25 12:56:12 911H - 911 HANG UP  
03/02/25 23:57:33 FOLLOW UP  
03/02/25 21:38:25 99093 - MED 3  
03/02/25 19:25:20 FOLLOW UP  
03/02/25 16:57:59 911H - 911 HANG UP  
03/02/25 07:54:38 99091 - MED 1  
03/02/25 07:13:33 911H - 911 HANG UP  
03/01/25 16:49:50 9807 - SUSPICIOUS  
03/01/25 16:09:35 FOLLOW UP

## **DRONE EQUIPMENT UPDATE:**

Applications for Federal Aviation Administration (FAA) certificate of authorizations (COA) are all conducted through the COA Application Processing System (CAPS). A Federal Department of Transportation login and Public Entity Letter declaring the Lake Odessa Police Department a public entity is needed. This letter requires a signature from the Village attorney. This letter was completed and forwarded to the Village Manager for review.

The primary purpose for the Unmanned Aircraft System (UAS) would be aerial photography related to crime scenes, major traffic collisions, arson investigation, and tactical operations. The UAS could also be used for other operations such as assisting officers in finding missing children, at risk adults, or other critical incidents presenting an immediate and serious threat to public safety and human life, such as an active shooter or hostage barricade situation.





Federal Aviation Administration  
Air Traffic Manager  
UAS Policy Team, AJV-P22  
Wilbur Wright Federal Building – FOB 10B  
600 Independence Avenue, SW - Suite #5E21TS  
Washington, DC 20591  
9-AJV-115-UASOrganization@faa.gov

Please accept this public declaration letter on behalf of the Village of Lake Odessa, Michigan, to permit the operation of Unmanned Aerial Systems (Drones) by members of the Village's Police Department. As the Village Attorney, I am qualified to make the statements contained in this letter on behalf of the Village of Lake Odessa.

The Village of Lake Odessa is a Michigan Home Rule City incorporated as a political subdivision of the State pursuant to Public Act 279 of 1909, MCL 117 .1 et seq. This statute provides that a home rule city is granted broad powers, including the authority to provide for the public peace and health and for the safety of person's and property (MCL 117.3), and permits the establishment of departments necessary for the welfare of the city (MCL 117.4j). More specifically, the Michigan Unmanned Aircraft Systems Act (Public Act 436 of 2016, MCL 259.301 et seq.) designates cities as "political subdivisions" (MCL 259.303) and authorizes the use of unmanned aircraft for law enforcement purposes (MCL 259 .305). Therefore, the Village of Lake Odessa is a political subdivision for the purposes of operating as public aircraft operator pursuant to 49 U.S.C. §40102(a)(41 )(C).

The Lake Odessa Police Department is composed of officers trained to provide law enforcement services. As such, the operation of unmanned aircraft by the Village of Lake Odessa will be used in the performance of a "governmental function" as required by 49 U.S.C. §40125(a)(2) and will not be engaged or operated for hire or commercial purposes in compliance with 49 U.S.C. 40125(b).

I trust that this correspondence satisfies the requirements for a Public Declaration Letter to permit the operation of public unmanned aircraft by the Village of Lake Odessa. Please do not hesitate to contact me at PH: \_\_\_\_\_ or email: \_\_\_\_\_ if anything more is required.

Sincerely,

Xxx

### Upcoming Community Events:

Lakewood Area Chamber Easter Egg Hunt will take place on Saturday, April 19<sup>th</sup> at the Lake Odessa Village Park. The on-duty officer will unlock the restrooms for the event for community use.



The DEA take back is scheduled to take place on April 26<sup>th</sup>, 2025. After the event, we take back all the collected medications to a designated drop off location and turn them over to the Drug Enforcement Administration for proper disposal.



### Winter Ban Parking:

Winter Ban Parking is no longer in effect as of April 1.



## **Department of Public Works**

**March 12<sup>th</sup> 2025 to April 15<sup>th</sup> 2025**

### **Council Report**

#### **Parks & Beach**

We removed the snow fence around the beach area and plan to install the dock soon. The park restrooms will be opened for the season on the 21<sup>st</sup> of April. We applied 1,600 pounds of nitrogen fertilizer in the parks and on the ball fields.

#### **Streets**

We have been patching potholes as necessary. We have swept all the streets free of heavy winter debris. There were minimal, but we cleaned up any damaged areas from plowing streets and sidewalks. We are continuing to grade our gravel streets as necessary. Per the agreement made between the adjoining property owner and the village, we moved the bollards/chains a few feet inside of the right of way line at the end of Fourth Ave. We cleaned the sand and silt from the ditches along the gravel portions of Tupper and Bonanza.

#### **Water**

We outfitted 8 fire hydrants with quick connect Storz fittings. There were several shut off boxes protruding above the sidewalk in the downtown area. These were all adjusted and repaired as necessary.

#### **DPW**

The spring banners were installed. We treated all the snow removal equipment with a salt neutralizing wash and have removed/stored everything for the season. We mulched around the trees we planted last fall along the streets. We removed the overburden of mulch and weed barrier fabric at the Page Building. We will be installing downspout drains and reapplying mulch soon. We took a couple rain days to shampoo the carpet and deep clean the hard flooring at the Page Building.

#### **Purchase Request**

I have received 3 quotes for asphalt paving. I am requesting authorization to approve the contract to Lakeland Asphalt Corp for up to the \$155,000 budgeted amount. The project will come in far under budget, but some additional tonnage may be required for blending of driveway approaches. Pricing came down this year, which is great news for us.

## **Additional Comments**

We will be planting our annual Arbor Day tree on Earth Day, the 22<sup>nd</sup> of April.

We will be flushing water mains on the 23<sup>rd</sup> and 24<sup>th</sup> of April.

The annual May Clean Up will be held on the 16<sup>th</sup> and 17<sup>th</sup>.

The new Bobcat UTV has been delivered and put into service already. The Kubota will go through auction on the 22<sup>nd</sup> of April. [Biddergy - Worldwide Online Auction and Liquidation Services - \(2017\) Kubota X1100C 4x4 RTV with Attachments - 1,791 Hours](#)

With the leftover money in the asphalt maintenance budget this year, I would like to do some reactive maintenance and have a few streets repaired with rubber crack fill. The heavy frost from the winter really did a number on our streets. I will be seeking quotes for this work later this summer.

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	03/31/2025	MONTH 03/31/2025	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 101 - GENERAL FUND								
Revenues								
Dept 000 - BALANCE SHEET / GENERAL								
101-000-402.000	CURRENT REAL PROPERTY TAXES	554,560.00	0.00	0.00		554,560.00	0.00	
101-000-410.000	CURRENT PERSONAL PROPERTY TAX	25,000.00	0.00	0.00		25,000.00	0.00	
101-000-428.000	MANUFACTURED HOUSING FEES	420.00	30.00	30.00		390.00	7.14	
101-000-447.000	PROPERTY TAX ADMINISTRATION FEE	8,000.00	0.00	0.00		8,000.00	0.00	
101-000-476.000	LIQUOR LICENSE FEES	2,000.00	0.00	0.00		2,000.00	0.00	
101-000-477.000	CABLE TV FRANCHISE	1,900.00	0.00	0.00		1,900.00	0.00	
101-000-490.000	SPECIAL USE/ZBA PERMIT	200.00	0.00	0.00		200.00	0.00	
101-000-490.001	ZONING PERMIT FEES	1,000.00	200.00	200.00		800.00	20.00	
101-000-542.000	METRO ACT	9,000.00	0.00	0.00		9,000.00	0.00	
101-000-549.000	TREE GRANT	3,000.00	0.00	0.00		3,000.00	0.00	
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE TAX	45,000.00	0.00	0.00		45,000.00	0.00	
101-000-574.000	STATE REVENUE SHARING	212,985.00	0.00	0.00		212,985.00	0.00	
101-000-574.001	EVIP PMTS	57,000.00	0.00	0.00		57,000.00	0.00	
101-000-601.000	VEHICLE RENTAL INCOME	32,500.00	0.00	0.00		32,500.00	0.00	
101-000-632.000	MOWING	750.00	0.00	0.00		750.00	0.00	
101-000-635.000	MAY CLEAN UP (NON-RESIDENTS)	500.00	0.00	0.00		500.00	0.00	
101-000-643.000	PENALTIES & INTEREST ON TAXES	300.00	0.00	0.00		300.00	0.00	
101-000-656.000	PARKING TICKET FEES	200.00	200.00	200.00		0.00	100.00	
101-000-657.000	ORDINANCE FINES	2,000.00	401.40	401.40		1,598.60	20.07	
101-000-665.000	INTEREST	37,500.00	4,271.81	4,271.81		33,228.19	11.39	
101-000-667.000	RENTS-BUILDINGS-LAND	800.00	100.00	100.00		700.00	12.50	
101-000-673.000	SALE OF FIXED ASSET	20,000.00	0.00	0.00		20,000.00	0.00	
101-000-676.000	REIMBURSEMENTS	162,515.00	0.00	0.00		162,515.00	0.00	
101-000-684.000	MISC REVENUE	500.00	0.00	0.00		500.00	0.00	
101-000-684.001	MISC REVENUE-MISC REVENUE GENERAL	8,000.00	0.00	0.00		8,000.00	0.00	
101-000-684.010	MISC REVENUE-POLICE	250.00	0.00	0.00		250.00	0.00	
Total Dept 000 - BALANCE SHEET / GENERAL		1,185,880.00	5,203.21	5,203.21		1,180,676.79	0.44	
TOTAL REVENUES		1,185,880.00	5,203.21	5,203.21		1,180,676.79	0.44	
Expenditures								
Dept 101 - GOVERNING BODY								
101-101-702.708	TRUSTEE MEETING FEES	9,000.00	825.00	825.00		8,175.00	9.17	
101-101-710.000	EMPLOYER FICA	0.00	63.09	63.09		(63.09)	100.00	
101-101-723.000	WORKMEN'S COMPENSATION	60.00	0.00	0.00		60.00	0.00	
101-101-750.000	DUES & MEMBERSHIPS	2,200.00	0.00	0.00		2,200.00	0.00	
101-101-752.000	EDUCATION & TRAINING	1,500.00	0.00	0.00		1,500.00	0.00	
101-101-963.000	MISC EXPENSE	250.00	0.00	0.00		250.00	0.00	
101-101-970.000	CAPITAL OUTLAY	2,000.00	0.00	0.00		2,000.00	0.00	
Total Dept 101 - GOVERNING BODY		15,010.00	888.09	888.09		14,121.91	5.92	
Dept 172 - MANAGERS								
101-172-702.001	DEPT HEAD WAGES	68,527.00	0.00	0.00		68,527.00	0.00	
101-172-710.000	EMPLOYER FICA	5,250.00	0.00	0.00		5,250.00	0.00	
101-172-711.000	EMPLOYERS SHARE OF PENSION	6,855.00	0.00	0.00		6,855.00	0.00	
101-172-712.000	HEALTH INSURANCE EXPENSE	14,000.00	0.00	0.00		14,000.00	0.00	
101-172-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	4,950.00	0.00	0.00		4,950.00	0.00	
101-172-713.000	DENTAL INSURANCE EXPENSE	1,200.00	0.00	0.00		1,200.00	0.00	
101-172-714.000	OPTICAL PLAN EXPENSE	130.00	0.00	0.00		130.00	0.00	
101-172-720.000	DISABILITY INSURANCE	1,255.00	0.00	0.00		1,255.00	0.00	
101-172-721.000	LIFE INSURANCE EXPENSE	285.00	0.00	0.00		285.00	0.00	

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 03/31/2025 INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Expenditures								
101-172-723.000	WORKMEN'S COMPENSATION	115.00	0.00	0.00	115.00	0.00		
101-172-727.000	OFFICE SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00		
101-172-730.000	MEALS & MILEAGE	200.00	0.00	0.00	200.00	0.00		
101-172-750.000	DUES & MEMBERSHIPS	750.00	0.00	0.00	750.00	0.00		
101-172-752.000	EDUCATION & TRAINING	5,000.00	0.00	0.00	5,000.00	0.00		
101-172-801.000	CONTRACTED SERVICES	57,000.00	2,820.52	2,820.52	54,179.48	4.95		
101-172-850.000	COMMUNICATION EXPENSE	1,200.00	43.69	43.69	1,156.31	3.64		
Total Dept 172 - MANAGERS		167,717.00	2,864.21	2,864.21	164,852.79	1.71		
Dept 261 - GENERAL ADMINISTRATION								
101-261-702.001	DEPT HEAD WAGES	81,500.00	6,209.31	6,209.31	75,290.69	7.62		
101-261-710.000	EMPLOYER FICA	6,250.00	421.22	421.22	5,828.78	6.74		
101-261-711.000	EMPLOYERS SHARE OF PENSION	8,150.00	620.93	620.93	7,529.07	7.62		
101-261-712.000	HEALTH INSURANCE EXPENSE	18,470.00	1,892.04	1,892.04	16,577.96	10.24		
101-261-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	4,950.00	0.00	0.00	4,950.00	0.00		
101-261-713.000	DENTAL INSURANCE EXPENSE	1,095.00	89.52	89.52	1,005.48	8.18		
101-261-714.000	OPTICAL PLAN EXPENSE	160.00	12.80	12.80	147.20	8.00		
101-261-720.000	DISABILITY INSURANCE	900.00	75.54	75.54	824.46	8.39		
101-261-721.000	LIFE INSURANCE EXPENSE	260.00	19.60	19.60	240.40	7.54		
101-261-723.000	WORKMEN'S COMPENSATION	135.00	0.00	0.00	135.00	0.00		
101-261-727.000	OFFICE SUPPLIES	2,000.00	39.53	39.53	1,960.47	1.98		
101-261-730.000	MEALS & MILEAGE	200.00	0.00	0.00	200.00	0.00		
101-261-740.000	POSTAGE	1,500.00	731.88	731.88	768.12	48.79		
101-261-750.000	DUES & MEMBERSHIPS	200.00	0.00	0.00	200.00	0.00		
101-261-752.000	EDUCATION & TRAINING	3,500.00	379.00	379.00	3,121.00	10.83		
101-261-755.000	MEADOWBROOK INSURANCE	13,500.00	0.00	0.00	13,500.00	0.00		
101-261-801.000	CONTRACTED SERVICES	8,549.00	187.50	187.50	8,361.50	2.19		
101-261-805.000	ATTORNEY FEES	2,000.00	0.00	0.00	2,000.00	0.00		
101-261-806.000	AUDIT SERVICES	14,800.00	0.00	0.00	14,800.00	0.00		
101-261-850.000	COMMUNICATION EXPENSE	1,000.00	315.58	315.58	684.42	31.56		
101-261-880.000	COMMUNITY PROMOTION	7,000.00	0.00	0.00	7,000.00	0.00		
101-261-957.000	COUNTY DRAIN	6,000.00	0.00	0.00	6,000.00	0.00		
Total Dept 261 - GENERAL ADMINISTRATION		182,119.00	10,994.45	10,994.45	171,124.55	6.04		
Dept 265 - PAGE MEMORIAL BUILDING								
101-265-702.000	WAGES	11,700.00	569.30	569.30	11,130.70	4.87		
101-265-702.706	PART TIME WAGES	350.00	0.00	0.00	350.00	0.00		
101-265-710.000	EMPLOYER FICA	922.00	41.71	41.71	880.29	4.52		
101-265-711.000	EMPLOYERS SHARE OF PENSION	1,170.00	83.49	83.49	1,086.51	7.14		
101-265-723.000	WORKMEN'S COMPENSATION	160.00	0.00	0.00	160.00	0.00		
101-265-728.000	SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00		
101-265-750.000	MEADOWBROOK INSURANCE	1,100.00	0.00	0.00	1,100.00	0.00		
101-265-850.000	COMMUNICATION EXPENSE	1,200.00	78.20	78.20	1,121.80	6.52		
101-265-920.000	GAS AND ELECTRIC	7,000.00	881.61	881.61	6,118.39	12.59		
101-265-931.001	MAINTENANCE/REPAIR-BUILDING	4,000.00	0.00	0.00	4,000.00	0.00		
101-265-931.002	MAINTENANCE/REPAIR-EQUIPMENT	2,500.00	0.00	0.00	2,500.00	0.00		
101-265-931.003	MAINTENANCE-LANDSCAPING & GROUNDS	3,500.00	0.00	0.00	3,500.00	0.00		
101-265-980.001	HARDWARE	1,500.00	0.00	0.00	1,500.00	0.00		
Total Dept 265 - PAGE MEMORIAL BUILDING		36,102.00	1,654.31	1,654.31	34,447.69	4.58		

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH INCREASE	03/31/2025 (DECREASE)	NORMAL (ABNORMAL) BALANCE		
Fund 101 - GENERAL FUND								
Expenditures								
Dept 301 - POLICE								
101-301-702.001	DEPARTMENT HEAD WAGES	86,825.00	6,540.38	6,540.38		80,284.62	7.53	
101-301-702.704	FULL TIME WAGES	187,125.00	9,321.00	9,321.00		177,804.00	4.98	
101-301-702.705	OVER TIME WAGES	1,000.00	0.00	0.00		1,000.00	0.00	
101-301-702.706	PART TIME WAGES	25,500.00	2,015.08	2,015.08		23,484.92	7.90	
101-301-702.717	NO FRINGE BENEFIT INCENTIVE	6,600.00	0.00	0.00		6,600.00	0.00	
101-301-710.000	EMPLOYER FICA	22,870.00	1,351.96	1,351.96		21,518.04	5.91	
101-301-711.000	EMPLOYERS SHARE OF PENSION	29,900.00	1,787.65	1,787.65		28,112.35	5.98	
101-301-712.000	HEALTH INSURANCE EXPENSE	21,500.00	716.16	716.16		20,783.84	3.33	
101-301-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	9,900.00	0.00	0.00		9,900.00	0.00	
101-301-713.000	DENTAL INSURANCE EXPENSE	2,090.00	100.01	100.01		1,989.99	4.79	
101-301-714.000	OPTICAL PLAN EXPENSE	300.00	10.83	10.83		289.17	3.61	
101-301-716.000	WELLNESS PROGRAM	360.00	0.00	0.00		360.00	0.00	
101-301-720.000	DISABILITY INSURANCE	3,800.00	206.05	206.05		3,593.95	5.42	
101-301-721.000	LIFE INSURANCE EXPENSE	1,125.00	62.24	62.24		1,062.76	5.53	
101-301-723.000	WORKMEN'S COMPENSATION	3,500.00	0.00	0.00		3,500.00	0.00	
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	0.00	0.00		750.00	0.00	
101-301-728.000	SUPPLIES	2,000.00	0.00	0.00		2,000.00	0.00	
101-301-729.000	RESERVE SUPPLIES	250.00	0.00	0.00		250.00	0.00	
101-301-730.000	MEALS & MILEAGE	500.00	0.00	0.00		500.00	0.00	
101-301-731.000	VESTS	1,000.00	0.00	0.00		1,000.00	0.00	
101-301-741.000	MEDICAL & PHYSICALS	2,000.00	0.00	0.00		2,000.00	0.00	
101-301-744.000	CLOTHING EXPENSE	2,000.00	0.00	0.00		2,000.00	0.00	
101-301-745.000	UNIFORM CLEANING	300.00	0.00	0.00		300.00	0.00	
101-301-750.000	DUES & MEMBERSHIPS	525.00	60.00	60.00		465.00	11.43	
101-301-751.000	GASOLINE PURCHASES	9,500.00	453.53	453.53		9,046.47	4.77	
101-301-752.000	EDUCATION & TRAINING	5,000.00	300.00	300.00		4,700.00	6.00	
101-301-752.001	RANGE QUALIFICATION	1,500.00	0.00	0.00		1,500.00	0.00	
101-301-752.002	CPE TRAINING	4,500.00	0.00	0.00		4,500.00	0.00	
101-301-755.000	MEADOWBROOK INSURANCE	6,600.00	0.00	0.00		6,600.00	0.00	
101-301-801.000	CONTRACTED SERVICES	3,000.00	66.00	66.00		2,934.00	2.20	
101-301-805.000	ATTORNEY FEES	1,000.00	0.00	0.00		1,000.00	0.00	
101-301-850.000	COMMUNICATION EXPENSE	6,750.00	467.22	467.22		6,282.78	6.92	
101-301-880.000	COMMUNITY PROMOTION	350.00	0.00	0.00		350.00	0.00	
101-301-931.002	MAINTENANCE/REPAIR-EQUIPMENT	1,500.00	0.00	0.00		1,500.00	0.00	
101-301-931.004	MAINTENANCE/REPAIR-VEHICLE	3,500.00	0.00	0.00		3,500.00	0.00	
101-301-980.002	SOFTWARE	1,500.00	0.00	0.00		1,500.00	0.00	
Total Dept 301 - POLICE		458,420.00	23,458.11	23,458.11		434,961.89	5.12	
Dept 441 - PUBLIC WORKS								
101-441-702.001	DEPT HEAD WAGES	36,355.00	2,786.06	2,786.06		33,568.94	7.66	
101-441-702.704	FULL TIME WAGES	86,175.00	4,076.12	4,076.12		82,098.88	4.73	
101-441-702.705	OVER TIME WAGES	1,000.00	0.00	0.00		1,000.00	0.00	
101-441-702.706	PART TIME WAGES	2,225.00	0.00	0.00		2,225.00	0.00	
101-441-702.717	NO FRINGE BENEFIT INCENTIVE	6,000.00	0.00	0.00		6,000.00	0.00	
101-441-710.000	EMPLOYER FICA	9,550.00	505.70	505.70		9,044.30	5.30	
101-441-711.000	EMPLOYERS SHARE OF PENSION	12,375.00	1,040.42	1,040.42		11,334.58	8.41	
101-441-712.000	HEALTH INSURANCE EXPENSE	17,850.00	2,761.02	2,761.02		15,088.98	15.47	
101-441-712.001	HEALTH INS EXPENSE-HEALTH SAVINGS	9,900.00	0.00	0.00		9,900.00	0.00	
101-441-713.000	DENTAL INSURANCE EXPENSE	3,600.00	386.74	386.74		3,213.26	10.74	
101-441-714.000	OPTICAL PLAN EXPENSE	405.00	45.15	45.15		359.85	11.15	
101-441-720.000	DISABILITY INSURANCE	2,315.00	226.67	226.67		2,088.33	9.79	
101-441-721.000	LIFE INSURANCE EXPENSE	740.00	74.82	74.82		665.18	10.11	

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GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 03/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	
Fund 101 - GENERAL FUND							
Expenditures							
101-441-723.000	WORKMEN'S COMPENSATION	3,800.00	0.00	0.00	3,800.00	0.00	
101-441-727.000	OFFICE SUPPLIES	1,500.00	0.00	0.00	1,500.00	0.00	
101-441-728.000	SUPPLIES	4,000.00	0.00	0.00	4,000.00	0.00	
101-441-741.000	MEDICAL & PHYSICALS	250.00	0.00	0.00	250.00	0.00	
101-441-744.000	CLOTHING EXPENSE	1,100.00	0.00	0.00	1,100.00	0.00	
101-441-750.000	DUES & MEMBERSHIPS	1,200.00	0.00	0.00	1,200.00	0.00	
101-441-751.000	GASOLINE PURCHASES	8,500.00	240.83	240.83	8,259.17	2.83	
101-441-752.000	EDUCATION & TRAINING	500.00	0.00	0.00	500.00	0.00	
101-441-755.000	MEADOWBROOK INSURANCE	4,350.00	0.00	0.00	4,350.00	0.00	
101-441-756.000	LICENSE FEES	300.00	0.00	0.00	300.00	0.00	
101-441-850.000	COMMUNICATION EXPENSE	3,000.00	136.00	136.00	2,864.00	4.53	
101-441-920.000	GAS AND ELECTRIC	3,000.00	526.03	526.03	2,473.97	17.53	
101-441-931.001	MAINTENANCE/REPAIR-BUILDING	7,500.00	34.55	34.55	7,465.45	0.46	
101-441-931.002	MAINTENANCE/REPAIR-EQUIPMENT	7,500.00	399.00	399.00	7,101.00	5.32	
101-441-931.003	MAINTENANCE-LANDSCAPING & GROUNDS	500.00	0.00	0.00	500.00	0.00	
101-441-931.004	MAINTENANCE/REPAIR-VEHICLE	3,000.00	0.00	0.00	3,000.00	0.00	
101-441-931.005	MAINTENANCE/REPAIR-TREES	500.00	0.00	0.00	500.00	0.00	
101-441-933.000	MAY CLEAN UP	5,000.00	0.00	0.00	5,000.00	0.00	
101-441-934.000	REFUSE REMOVAL	1,200.00	105.05	105.05	1,094.95	8.75	
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	0.00	0.00	1,500.00	0.00	
101-441-963.000	MISC EXPENSE	1,000.00	0.00	0.00	1,000.00	0.00	
101-441-967.000	PROJECT COSTS	3,000.00	0.00	0.00	3,000.00	0.00	
101-441-970.000	CAPITAL OUTLAY	10,000.00	0.00	0.00	10,000.00	0.00	
Total Dept 441 - PUBLIC WORKS		261,190.00	13,344.16	13,344.16	247,845.84	5.11	
Dept 448 - PUBLIC UTILITIES-STREET LIGHTING							
101-448-924.000	STREET LIGHT EXPENSE	34,000.00	3,084.76	3,084.76	30,915.24	9.07	
Total Dept 448 - PUBLIC UTILITIES-STREET LIGHTING		34,000.00	3,084.76	3,084.76	30,915.24	9.07	
Dept 536 - WATER/SEWER							
101-536-928.000	SEWER EXPENSE	3,500.00	0.00	0.00	3,500.00	0.00	
101-536-929.000	WATER EXPENSE	2,500.00	0.00	0.00	2,500.00	0.00	
Total Dept 536 - WATER/SEWER		6,000.00	0.00	0.00	6,000.00	0.00	
Dept 722 - ZONING							
101-722-702.706	PART TIME WAGES	7,400.00	528.08	528.08	6,871.92	7.14	
101-722-710.000	EMPLOYER FICA	680.00	40.40	40.40	639.60	5.94	
101-722-802.000	PLANNING & ZONING-OTHER	10,000.00	2,160.00	2,160.00	7,840.00	21.60	
101-722-850.000	COMMUNICATION EXPENSE	500.00	0.00	0.00	500.00	0.00	
Total Dept 722 - ZONING		18,580.00	2,728.48	2,728.48	15,851.52	14.69	
Dept 728 - ECONOMIC DEVELOPMENT							
101-728-801.000	CONTRACTED SERVICES	2,000.00	0.00	0.00	2,000.00	0.00	
Total Dept 728 - ECONOMIC DEVELOPMENT		2,000.00	0.00	0.00	2,000.00	0.00	



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G/L NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	03/31/2025 NORMAL (ABNORMAL)	MONTH 03/31/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Expenditures								
Dept 751 - PARKS AND RECREATION								
101-751-702.001	DEPT HEAD WAGES	14,550.00	1,114.41	1,114.41	13,435.59	7.66		
101-751-702.704	FULL TIME WAGES	28,620.00	1,137.14	1,137.14	27,482.86	3.97		
101-751-702.706	PART TIME WAGES	8,700.00	0.00	0.00	8,700.00	0.00		
101-751-710.000	EMPLOYER FICA	3,975.00	166.29	166.29	3,808.71	4.18		
101-751-711.000	EMPLOYERS SHARE OF PENSION	4,800.00	366.83	366.83	4,433.17	7.64		
101-751-723.000	WORKMEN'S COMPENSATION	668.00	0.00	0.00	668.00	0.00		
101-751-728.000	SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00		
101-751-755.000	MEADOWBROOK INSURANCE	2,340.00	0.00	0.00	2,340.00	0.00		
101-751-801.000	CONTRACTED SERVICES	46,000.00	0.00	0.00	46,000.00	0.00		
101-751-882.000	SWIFTY'S PLACE	250.00	0.00	0.00	250.00	0.00		
101-751-920.000	GAS AND ELECTRIC	3,800.00	412.04	412.04	3,387.96	10.84		
101-751-931.001	MAINTENANCE/REPAIR-BUILDING	5,000.00	0.00	0.00	5,000.00	0.00		
101-751-931.002	MAINTENANCE/REPAIR-EQUIPMENT	2,500.00	0.00	0.00	2,500.00	0.00		
101-751-931.003	MAINTENANCE-LANDSCAPING & GROUNDS	7,500.00	1,863.00	1,863.00	5,637.00	24.84		
101-751-970.000	CAPITAL OUTLAY	20,000.00	0.00	0.00	20,000.00	0.00		
Total Dept 751 - PARKS AND RECREATION		150,703.00	5,059.71	5,059.71	145,643.29	3.36		
TOTAL EXPENDITURES		1,331,841.00	64,076.28	64,076.28	1,267,764.72	4.81		
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		1,185,880.00	5,203.21	5,203.21	1,180,676.79	0.44		
TOTAL EXPENDITURES		1,331,841.00	64,076.28	64,076.28	1,267,764.72	4.81		
NET OF REVENUES & EXPENDITURES		(145,961.00)	(58,873.07)	(58,873.07)	(87,087.93)	40.33		

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G/L NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 03/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2025 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	224,750.00	18,273.14	18,273.14	206,476.86	8.13
202-000-665.000	INTEREST	4,000.00	1,296.64	1,296.64	2,703.36	32.42
Total Dept 000 - BALANCE SHEET / GENERAL		228,750.00	19,569.78	19,569.78	209,180.22	8.56
TOTAL REVENUES		228,750.00	19,569.78	19,569.78	209,180.22	8.56
Expenditures						
Dept 449 - STREET DEPT (ACT 51)						
202-449-702.001	DEPT HEAD WAGES	5,460.00	417.91	417.91	5,042.09	7.65
202-449-710.000	EMPLOYER FICA	420.00	31.97	31.97	388.03	7.61
202-449-711.000	EMPLOYERS SHARE OF PENSION	546.00	94.92	94.92	451.08	17.38
202-449-712.002	ADMIN BENEFITS	205.00	16.03	16.03	188.97	7.82
202-449-731.000	COLD/HOT PATCH	1,200.00	0.00	0.00	1,200.00	0.00
202-449-734.000	SALT/SAND ROADS	3,700.00	1,745.70	1,745.70	1,954.30	47.18
202-449-801.000	CONTRACTED SERVICES	24,800.00	11,323.30	11,323.30	13,476.70	45.66
202-449-863.000	STREET STRIPING	4,500.00	0.00	0.00	4,500.00	0.00
202-449-865.000	STREET SIGNS	1,000.00	0.00	0.00	1,000.00	0.00
202-449-944.867	VEHICLE RENTAL - STREET REPAIRS	14,000.00	0.00	0.00	14,000.00	0.00
202-449-944.869	VEHICLE RENTAL - SNOW REMOVAL	8,000.00	0.00	0.00	8,000.00	0.00
202-449-963.000	MISC EXPENSE	2,500.00	0.00	0.00	2,500.00	0.00
202-449-970.006	STREET REPAIRS	90,000.00	0.00	0.00	90,000.00	0.00
202-449-995.000	TRANSFERS OUT	75,000.00	0.00	0.00	75,000.00	0.00
202-449-995.005	ADMINISTRATIVE REIMBURSEMENT	8,369.00	0.00	0.00	8,369.00	0.00
Total Dept 449 - STREET DEPT (ACT 51)		239,700.00	13,629.83	13,629.83	226,070.17	5.69
Dept 450 - MAINTENANCE / CONSTRUCTION						
202-450-702.001	MAINTENANCE WAGES	7,410.00	648.69	648.69	6,761.31	8.75
202-450-710.000	MAINTENANCE EMPLOYER FICA	570.00	47.43	47.43	522.57	8.32
202-450-711.000	MAINTENANCE ER SHARE OF PENSION	741.00	64.87	64.87	676.13	8.75
202-450-712.002	MAINTENANCE BENEFITS	1,280.00	0.00	0.00	1,280.00	0.00
Total Dept 450 - MAINTENANCE / CONSTRUCTION		10,001.00	760.99	760.99	9,240.01	7.61
Dept 869 - SNOW REMOVAL						
202-869-702.001	SNOW REMOVAL WAGES	4,165.00	0.00	0.00	4,165.00	0.00
202-869-710.000	SNOW REMOVAL EMPLOYER FICA	320.00	0.00	0.00	320.00	0.00
202-869-711.000	SNOW REMOVAL SHARE OF PENSION	420.00	0.00	0.00	420.00	0.00
202-869-712.002	SNOW REMOVAL BENEFITS	715.00	0.00	0.00	715.00	0.00
Total Dept 869 - SNOW REMOVAL		5,620.00	0.00	0.00	5,620.00	0.00
TOTAL EXPENDITURES		255,321.00	14,390.82	14,390.82	240,930.18	5.64
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		228,750.00	19,569.78	19,569.78	209,180.22	8.56
TOTAL EXPENDITURES		255,321.00	14,390.82	14,390.82	240,930.18	5.64

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	03/31/2025 (ABNORMAL)	MONTH INCREASE	03/31/2025 (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 202 - MAJOR STREET FUND								
NET OF REVENUES & EXPENDITURES		(26,571.00)	5,178.96		5,178.96		(31,749.96)	19.49

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GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 03/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
Dept 000 - BALANCE SHEET / GENERAL						
203-000-546.000	ACT 51 / STREETS	78,500.00	6,394.33	6,394.33	72,105.67	8.15
203-000-665.000	INTEREST	2,750.00	603.79	603.79	2,146.21	21.96
203-000-684.000	MISC REVENUE	42,500.00	0.00	0.00	42,500.00	0.00
203-000-699.000	TRANSFERS IN	75,000.00	0.00	0.00	75,000.00	0.00
Total Dept 000 - BALANCE SHEET / GENERAL		198,750.00	6,998.12	6,998.12	191,751.88	3.52
TOTAL REVENUES		198,750.00	6,998.12	6,998.12	191,751.88	3.52
Expenditures						
Dept 449 - STREET DEPT (ACT 51)						
203-449-702.001	DEPT HEAD WAGES	7,275.00	557.23	557.23	6,717.77	7.66
203-449-710.000	EMPLOYER FICA	560.00	42.64	42.64	517.36	7.61
203-449-711.000	EMPLOYERS SHARE OF PENSION	730.00	126.56	126.56	603.44	17.34
203-449-712.002	ADMIN BENEFITS	275.00	21.38	21.38	253.62	7.77
203-449-731.000	COLD/HOT PATCH	1,200.00	0.00	0.00	1,200.00	0.00
203-449-734.000	SALT/SAND ROADS	3,700.00	1,745.70	1,745.70	1,954.30	47.18
203-449-801.000	CONTRACTED SERVICES	98,019.00	0.00	0.00	98,019.00	0.00
203-449-863.000	STREET STRIPING	1,500.00	0.00	0.00	1,500.00	0.00
203-449-865.000	STREET SIGNS	1,000.00	0.00	0.00	1,000.00	0.00
203-449-866.000	STREET RE-SURFACING	75,000.00	0.00	0.00	75,000.00	0.00
203-449-944.867	VEHICLE RENTAL - STREET REPAIRS	12,000.00	0.00	0.00	12,000.00	0.00
203-449-944.869	VEHICLE RENTAL - SNOW REMOVAL	5,000.00	0.00	0.00	5,000.00	0.00
203-449-963.000	MISC EXPENSE	2,000.00	0.00	0.00	2,000.00	0.00
203-449-995.005	ADMINISTRATIVE REIMBURSEMENT	6,160.00	0.00	0.00	6,160.00	0.00
Total Dept 449 - STREET DEPT (ACT 51)		214,419.00	2,493.51	2,493.51	211,925.49	1.16
Dept 450 - MAINTENANCE / CONSTRUCTION						
203-450-702.001	MAINTENANCE WAGES	9,900.00	566.07	566.07	9,333.93	5.72
203-450-710.000	MAINTENANCE EMPLOYER FICA	760.00	41.20	41.20	718.80	5.42
203-450-711.000	MAINTENANCE ER SHARE OF PENSION	990.00	56.61	56.61	933.39	5.72
203-450-712.002	MAINTENANCE BENEFITS	1,750.00	0.00	0.00	1,750.00	0.00
Total Dept 450 - MAINTENANCE / CONSTRUCTION		13,400.00	663.88	663.88	12,736.12	4.95
Dept 869 - SNOW REMOVAL						
203-869-702.001	SNOW REMOVAL WAGES	4,840.00	0.00	0.00	4,840.00	0.00
203-869-710.000	SNOW REMOVAL FICA	370.00	0.00	0.00	370.00	0.00
203-869-711.000	SNOW REMOVAL SHARE OF PENSION	484.00	0.00	0.00	484.00	0.00
203-869-712.002	SNOW REMOVAL BENEFITS	910.00	0.00	0.00	910.00	0.00
Total Dept 869 - SNOW REMOVAL		6,604.00	0.00	0.00	6,604.00	0.00
TOTAL EXPENDITURES		234,423.00	3,157.39	3,157.39	231,265.61	1.35
Fund 203 - LOCAL STREET FUND:						
TOTAL REVENUES		198,750.00	6,998.12	6,998.12	191,751.88	3.52

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	03/31/2025	MONTH	03/31/2025	NORMAL	(ABNORMAL)	
	Fund 203 - LOCAL STREET FUND							
	TOTAL EXPENDITURES	234,423.00	3,157.39		3,157.39		231,265.61	1.35
	NET OF REVENUES & EXPENDITURES	(35,673.00)	3,840.73		3,840.73		(39,513.73)	10.77

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GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 03/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	
Fund 204 - GENERAL HWY							
Revenues							
Dept 000 - BALANCE SHEET / GENERAL							
204-000-402.000	CURRENT REAL PROPERTY TAXES	248,525.00	0.00	0.00	248,525.00	0.00	
204-000-410.000	CURRENT PERSONAL PROPERTY TAX	12,000.00	0.00	0.00	12,000.00	0.00	
204-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE TAX	22,000.00	0.00	0.00	22,000.00	0.00	
204-000-665.000	INTEREST	5,000.00	1,270.16	1,270.16	3,729.84	25.40	
Total Dept 000 - BALANCE SHEET / GENERAL		287,525.00	1,270.16	1,270.16	286,254.84	0.44	
TOTAL REVENUES		287,525.00	1,270.16	1,270.16	286,254.84	0.44	
Expenditures							
Dept 446 - HIGHWAYS, STREETS (NOT ACT 51)							
204-446-970.000	SIDEWALK REPLACEMENT PROGRAM	15,000.00	0.00	0.00	15,000.00	0.00	
204-446-991.000	CAPITAL IMPROV BOND II - PRIN	119,200.00	0.00	0.00	119,200.00	0.00	
204-446-994.000	CAP IMPROV BOND II INTEREST	7,200.00	0.00	0.00	7,200.00	0.00	
204-446-995.005	ADMINISTRATIVE REIMBURSEMENT	58,620.00	0.00	0.00	58,620.00	0.00	
Total Dept 446 - HIGHWAYS, STREETS (NOT ACT 51)		200,020.00	0.00	0.00	200,020.00	0.00	
Dept 450 - MAINTENANCE / CONSTRUCTION							
204-450-702.001	STREET ADMIN SALARY	9,100.00	696.50	696.50	8,403.50	7.65	
204-450-710.000	STREET ADMIN FICA	700.00	53.28	53.28	646.72	7.61	
204-450-711.000	EMPLOYERS SHARE OF PENSION	910.00	158.20	158.20	751.80	17.38	
204-450-712.002	STREET ADMIN BENEFITS	350.00	26.72	26.72	323.28	7.63	
Total Dept 450 - MAINTENANCE / CONSTRUCTION		11,060.00	934.70	934.70	10,125.30	8.45	
TOTAL EXPENDITURES		211,080.00	934.70	934.70	210,145.30	0.44	
Fund 204 - GENERAL HWY:							
TOTAL REVENUES		287,525.00	1,270.16	1,270.16	286,254.84	0.44	
TOTAL EXPENDITURES		211,080.00	934.70	934.70	210,145.30	0.44	
NET OF REVENUES & EXPENDITURES		76,445.00	335.46	335.46	76,109.54	0.44	

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G/L NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	03/31/2025 NORMAL (ABNORMAL)	MONTH 03/31/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY								
Revenues								
Dept 000 - BALANCE SHEET / GENERAL								
248-000-402.000	CURRENT REAL PROPERTY TAXES	56,000.00	0.00	0.00	56,000.00	0.00		
248-000-665.000	INTEREST	625.00	6.98	6.98	618.02	1.12		
Total Dept 000 - BALANCE SHEET / GENERAL		56,625.00	6.98	6.98	56,618.02	0.01		
TOTAL REVENUES		56,625.00	6.98	6.98	56,618.02	0.01		
Expenditures								
Dept 275 - DDA								
248-275-727.000	OFFICE SUPPLIES	50.00	43.67	43.67	6.33	87.34		
248-275-740.000	POSTAGE	25.00	0.00	0.00	25.00	0.00		
248-275-750.000	DUES & MEMBERSHIPS	50.00	0.00	0.00	50.00	0.00		
248-275-752.000	EDUCATION & TRAINING	500.00	0.00	0.00	500.00	0.00		
248-275-801.000	CONTRACTED SERVICES	10,500.00	3,076.71	3,076.71	7,423.29	29.30		
248-275-805.000	ATTORNEY FEES	3,000.00	0.00	0.00	3,000.00	0.00		
248-275-806.000	AUDIT SERVICES	200.00	0.00	0.00	200.00	0.00		
248-275-881.000	ADVERTISING	750.00	750.00	750.00	0.00	100.00		
248-275-955.000	MISCELLANEOUS EXPENSE	30,000.00	0.00	0.00	30,000.00	0.00		
248-275-967.000	BEAUTIFICATION	42,000.00	0.00	0.00	42,000.00	0.00		
248-275-967.002	CHRISTMAS DECORATIONS	2,000.00	0.00	0.00	2,000.00	0.00		
248-275-995.005	ADMINISTRATIVE REIMBURSEMENT	5,000.00	0.00	0.00	5,000.00	0.00		
Total Dept 275 - DDA		94,075.00	3,870.38	3,870.38	90,204.62	4.11		
TOTAL EXPENDITURES		94,075.00	3,870.38	3,870.38	90,204.62	4.11		
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:								
TOTAL REVENUES		56,625.00	6.98	6.98	56,618.02	0.01		
TOTAL EXPENDITURES		94,075.00	3,870.38	3,870.38	90,204.62	4.11		
NET OF REVENUES & EXPENDITURES		(37,450.00)	(3,863.40)	(3,863.40)	(33,586.60)	10.32		

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	03/31/2025	MONTH	03/31/2025	NORMAL	(ABNORMAL)	
				INCREASE	(DECREASE)			
Fund 259 - 302 POLICE TRAINING								
Revenues								
Dept 000 - BALANCE SHEET / GENERAL								
259-000-540.000	STATE GRANTS	800.00	0.00		0.00	800.00		0.00
259-000-665.000	INTEREST	0.00	0.30		0.30	(0.30)		100.00
Total Dept 000 - BALANCE SHEET / GENERAL		800.00	0.30		0.30	799.70		0.04
TOTAL REVENUES		800.00	0.30		0.30	799.70		0.04
Expenditures								
Dept 301 - POLICE								
259-301-752.000	EDUCATION & TRAINING	988.00	0.00		0.00	988.00		0.00
Total Dept 301 - POLICE		988.00	0.00		0.00	988.00		0.00
TOTAL EXPENDITURES		988.00	0.00		0.00	988.00		0.00
Fund 259 - 302 POLICE TRAINING:								
TOTAL REVENUES		800.00	0.30		0.30	799.70		0.04
TOTAL EXPENDITURES		988.00	0.00		0.00	988.00		0.00
NET OF REVENUES & EXPENDITURES		(188.00)	0.30		0.30	(188.30)		0.16



04/07/2025 09:22 AM		REVENUE AND EXPENDITURE REPORT FOR LAKE ODESSA VILLAGE				Page: 13/16	
User: KATHY		PERIOD ENDING 03/31/2025					
DB: Lake Odessa Vil							
G/L NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 03/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	
Fund 290 - ARTS							
Revenues							
Dept 000 - BALANCE SHEET / GENERAL							
290-000-540.000	STATE GRANTS	10,000.00	0.00	0.00	10,000.00	0.00	
290-000-602.003	FOOD BOOTH FEES	300.00	85.00	85.00	215.00	28.33	
290-000-602.290	ART IN THE PARK REVENUE	6,500.00	450.00	450.00	6,050.00	6.92	
290-000-665.000	INTEREST	350.00	3.73	3.73	346.27	1.07	
290-000-674.000	DONATIONS-PRIVATE SOURCES	7,500.00	500.00	500.00	7,000.00	6.67	
Total Dept 000 - BALANCE SHEET / GENERAL		24,650.00	1,038.73	1,038.73	23,611.27	4.21	
TOTAL REVENUES		24,650.00	1,038.73	1,038.73	23,611.27	4.21	
Expenditures							
Dept 752 - ARTS							
290-752-727.000	OFFICE SUPPLIES	100.00	0.00	0.00	100.00	0.00	
290-752-728.000	SUPPLIES	600.00	0.00	0.00	600.00	0.00	
290-752-740.000	POSTAGE	100.00	0.00	0.00	100.00	0.00	
290-752-770.000	CREDIT CARD FEES	100.00	0.69	0.69	99.31	0.69	
290-752-793.000	OPERATING EXPENSE	100.00	0.00	0.00	100.00	0.00	
290-752-794.000	T-SHIRTS	500.00	0.00	0.00	500.00	0.00	
290-752-795.000	SOUND	1,800.00	1,886.70	1,886.70	(86.70)	104.82	
290-752-798.000	CONCESSIONS SUPPLIES	350.00	0.00	0.00	350.00	0.00	
290-752-803.000	SECURITY	150.00	0.00	0.00	150.00	0.00	
290-752-806.000	AUDIT SERVICES	150.00	0.00	0.00	150.00	0.00	
290-752-851.000	RADIOS	150.00	0.00	0.00	150.00	0.00	
290-752-852.000	TELEPHONE	550.00	43.69	43.69	506.31	7.94	
290-752-881.000	ADVERTISING	8,400.00	0.00	0.00	8,400.00	0.00	
290-752-883.000	PUBLIC ART PROJECT	13,000.00	0.00	0.00	13,000.00	0.00	
290-752-890.001	CLEAN UP	940.00	0.00	0.00	940.00	0.00	
290-752-895.000	KIDS AREA	500.00	0.00	0.00	500.00	0.00	
290-752-898.000	ENTERTAINMENT	1,800.00	0.00	0.00	1,800.00	0.00	
290-752-953.000	PORT A POTTY	625.00	0.00	0.00	625.00	0.00	
290-752-955.000	GOLF CART RENTALS	1,600.00	1,475.00	1,475.00	125.00	92.19	
290-752-956.000	TENT, TABLES, CHAIR RENTALS	750.00	0.00	0.00	750.00	0.00	
290-752-963.000	MISCELLANEOUS EXPENSE	50.00	0.00	0.00	50.00	0.00	
290-752-964.000	REFUND/REIMBURSEMENTS	200.00	42.50	42.50	157.50	21.25	
290-752-967.000	PROJECT COSTS	2,400.00	500.00	500.00	1,900.00	20.83	
Total Dept 752 - ARTS		34,915.00	3,948.58	3,948.58	30,966.42	11.31	
TOTAL EXPENDITURES		34,915.00	3,948.58	3,948.58	30,966.42	11.31	
Fund 290 - ARTS:							
TOTAL REVENUES		24,650.00	1,038.73	1,038.73	23,611.27	4.21	
TOTAL EXPENDITURES		34,915.00	3,948.58	3,948.58	30,966.42	11.31	
NET OF REVENUES & EXPENDITURES		(10,265.00)	(2,909.85)	(2,909.85)	(7,355.15)	28.35	

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	03/31/2025	MONTH 03/31/2025	BALANCE	
Fund 590 - SEWER FUND						
Revenues						
Dept 000 - BALANCE SHEET / GENERAL						
590-000-614.000	SEWER REVENUE	0.00	297.16	297.16	(297.16)	100.00
590-000-615.000	SEWER PENALTIES	0.00	16.38	16.38	(16.38)	100.00
Total Dept 000 - BALANCE SHEET / GENERAL		0.00	313.54	313.54	(313.54)	100.00
TOTAL REVENUES		0.00	313.54	313.54	(313.54)	100.00
Fund 590 - SEWER FUND:						
TOTAL REVENUES		0.00	313.54	313.54	(313.54)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	313.54	313.54	(313.54)	100.00

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2025 (ABNORMAL)	MONTH 03/31/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER FUND						
Revenues						
Dept 000 - BALANCE SHEET / GENERAL						
591-000-642.001	FINAL READ INCOME	1,037,500.00	141.71	141.71	1,037,358.29	0.01
591-000-642.002	WATER HOOK UP FEES	10,000.00	0.00	0.00	10,000.00	0.00
591-000-643.000	PENALTIES & INTEREST	5,500.00	(1.50)	(1.50)	5,501.50	(0.03)
591-000-665.000	INTEREST	21,000.00	3,652.52	3,652.52	17,347.48	17.39
591-000-684.000	MISC REVENUE	11,000.00	0.00	0.00	11,000.00	0.00
Total Dept 000 - BALANCE SHEET / GENERAL		1,085,000.00	3,792.73	3,792.73	1,081,207.27	0.35
TOTAL REVENUES		1,085,000.00	3,792.73	3,792.73	1,081,207.27	0.35
Expenditures						
Dept 536 - WATER/SEWER						
591-536-702.001	DEPT HEAD WAGES	15,460.00	1,184.05	1,184.05	14,275.95	7.66
591-536-702.704	FULL TIME WAGES	30,100.00	6,859.31	6,859.31	23,240.69	22.79
591-536-702.705	OVER TIME WAGES	1,000.00	0.00	0.00	1,000.00	0.00
591-536-702.706	PART TIME WAGES	2,100.00	0.00	0.00	2,100.00	0.00
591-536-702.710	WATER LICENSE STIPEND	5,600.00	0.00	0.00	5,600.00	0.00
591-536-710.000	EMPLOYER FICA	370.00	583.91	583.91	(213.91)	157.81
591-536-711.000	EMPLOYERS SHARE OF PENSION	4,650.00	959.87	959.87	3,690.13	20.64
591-536-712.000	HEALTH INSURANCE EXPENSE	5,550.00	(676.44)	(676.44)	6,226.44	(12.19)
591-536-713.000	DENTAL INSURANCE EXPENSE	905.00	24.93	24.93	880.07	2.75
591-536-714.000	OPTICAL PLAN EXPENSE	125.00	1.90	1.90	123.10	1.52
591-536-720.000	DISABILITY INSURANCE	625.00	14.97	14.97	610.03	2.40
591-536-721.000	LIFE INSURANCE EXPENSE	200.00	3.62	3.62	196.38	1.81
591-536-723.000	WORKMEN'S COMPENSATION	1,800.00	0.00	0.00	1,800.00	0.00
591-536-727.000	OFFICE SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
591-536-728.000	SUPPLIES	1,500.00	341.10	341.10	1,158.90	22.74
591-536-730.000	MEALS & MILEAGE	200.00	0.00	0.00	200.00	0.00
591-536-732.000	CHEMICAL SUPPLIES	5,000.00	0.00	0.00	5,000.00	0.00
591-536-740.000	POSTAGE	2,200.00	0.00	0.00	2,200.00	0.00
591-536-741.000	MEDICAL & PHYSICALS	200.00	53.00	53.00	147.00	26.50
591-536-744.000	CLOTHING EXPENSE	1,100.00	0.00	0.00	1,100.00	0.00
591-536-750.000	DUES & MEMBERSHIPS	3,500.00	0.00	0.00	3,500.00	0.00
591-536-751.000	GASOLINE PURCHASES	7,000.00	157.37	157.37	6,842.63	2.25
591-536-752.000	EDUCATION & TRAINING	2,000.00	0.00	0.00	2,000.00	0.00
591-536-755.000	MEADOWBROOK INSURANCE	5,640.00	0.00	0.00	5,640.00	0.00
591-536-770.000	WELLHEAD PROTECTION	5,000.00	0.00	0.00	5,000.00	0.00
591-536-771.000	WATER TESTING FEES	2,700.00	88.00	88.00	2,612.00	3.26
591-536-780.000	METER REPLACEMENT	4,500.00	0.00	0.00	4,500.00	0.00
591-536-781.000	HYDRANT REPLACEMENT	5,000.00	4,432.00	4,432.00	568.00	88.64
591-536-801.000	CONTRACTED SERVICES	82,885.00	3,017.50	3,017.50	79,867.50	3.64
591-536-850.000	COMMUNICATION EXPENSE	4,500.00	345.75	345.75	4,154.25	7.68
591-536-900.000	PRINTING & PUBLISHING	1,000.00	0.00	0.00	1,000.00	0.00
591-536-920.000	GAS AND ELECTRIC	50,000.00	3,806.52	3,806.52	46,193.48	7.61
591-536-931.001	MAINTENANCE/REPAIR-BUILDING	6,000.00	353.50	353.50	5,646.50	5.89
591-536-931.002	MAINTENANCE/REPAIR-EQUIPMENT	8,000.00	0.00	0.00	8,000.00	0.00
591-536-931.004	MAINTENANCE/REPAIR-VEHICLE	2,500.00	0.00	0.00	2,500.00	0.00
591-536-931.009	MAINTENANCE/REPAIR-WATER LINES	5,000.00	2,889.50	2,889.50	2,110.50	57.79
591-536-931.010	MAINTENANCE/REPAIRS-TANKS	86,715.00	86,715.00	86,715.00	0.00	100.00
591-536-932.000	NEW WATER MAINS	6,000.00	0.00	0.00	6,000.00	0.00
591-536-933.000	WELL REPAIRS	45,000.00	0.00	0.00	45,000.00	0.00
591-536-946.000	SCADA CONTROL SYSTEM	2,500.00	(36.00)	(36.00)	2,536.00	(1.44)
591-536-963.000	MISC EXPENSE	1,500.00	0.00	0.00	1,500.00	0.00

04/07/2025 09:22 AM		REVENUE AND EXPENDITURE REPORT FOR LAKE ODESSA VILLAGE				Page: 16/16		
User: KATHY		PERIOD ENDING 03/31/2025						
DB: Lake Odessa Vil								
G/L NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	03/31/2025	MONTH	03/31/2025	NORMAL	(ABNORMAL)	
				INCREASE	(DECREASE)			
Fund 591 - WATER FUND								
Expenditures								
591-536-968.000	DEPRECIATION EXPENSE	250,000.00	0.00		0.00	250,000.00		0.00
591-536-970.001	CAPITAL OUTLAY-EQUIPMENT	27,000.00	0.00		0.00	27,000.00		0.00
591-536-980.001	HARDWARE	9,000.00	844.56		844.56	8,155.44		9.38
591-536-980.002	SOFTWARE	250.00	0.00		0.00	250.00		0.00
591-536-991.000	CAPITAL IMPROVEMENT BOND	34,200.00	0.00		0.00	34,200.00		0.00
591-536-991.001	CAPITAL IMPROVEMENT BOND II	18,600.00	0.00		0.00	18,600.00		0.00
591-536-991.002	USDA BOND 2016	74,000.00	0.00		0.00	74,000.00		0.00
591-536-994.000	INTEREST EXPENSE	68,200.00	0.00		0.00	68,200.00		0.00
591-536-995.005	ADMINISTRATIVE REIMBURSEMENT	89,372.00	0.00		0.00	89,372.00		0.00
Total Dept 536 - WATER/SEWER		987,247.00	111,963.92		111,963.92	875,283.08		11.34
TOTAL EXPENDITURES		987,247.00	111,963.92		111,963.92	875,283.08		11.34
Fund 591 - WATER FUND:								
TOTAL REVENUES		1,085,000.00	3,792.73		3,792.73	1,081,207.27		0.35
TOTAL EXPENDITURES		987,247.00	111,963.92		111,963.92	875,283.08		11.34
NET OF REVENUES & EXPENDITURES		97,753.00	(108,171.19)		(108,171.19)	205,924.19		110.66
TOTAL REVENUES - ALL FUNDS		3,067,980.00	38,193.55		38,193.55	3,029,786.45		1.24
TOTAL EXPENDITURES - ALL FUNDS		3,149,890.00	202,342.07		202,342.07	2,947,547.93		6.42
NET OF REVENUES & EXPENDITURES		(81,910.00)	(164,148.52)		(164,148.52)	82,238.52		200.40

VILLAGE OF LAKE ODESSA  
RECONCILED  
CHECKING / SAVINGS / INVESTMENT ACCOUNT BALANCES  
AS OF MARCH 31, 2025

POOLED CASH	CHECKING	UNION BANK	
GENERAL FUND			\$ 567,721.81
MAJOR STREET FUND			\$ 521,990.18
LOCAL STREET FUND			\$ 375,954.01
GENERAL HIGHWAY FUND			\$ 436,090.87
POLICE TRAINING - 302 FUND			\$ 188.18
WATER FUND			\$ 705,878.20
			<u>\$ 2,607,823.25</u>
GENERAL HIGHWAY BOND REDEMPTION	CHECKING	UNION BANK	\$ 2,446.29
WATER BOND REDEMPTION	CHECKING	UNION BANK	\$ 2,577.93
PAYROLL FUND	CHECKING	UNION BANK	\$ 4,986.11
DOWNTOWN DEVELOPMENT AUTHORITY	CHECKING	UNION BANK	\$ 82,030.43
ARTS COMMISSION	CHECKING	UNION BANK	\$ 44,330.22
GENERAL FUND	SAVINGS	PFCU	\$ 14.77
VEHICLE REPLACEMENT	SAVINGS	UNION BANK	\$ 74,080.86
WATER REPAIR, REPLACEMENT & IMPROVEMENT	SAVINGS	UNION BANK	\$ 335,877.56
WATER BOND RESERVE	SAVINGS	MI 1 COMM CU	\$ 135,464.80
WATER FUND	SAVINGS	PFCU	\$ 286.33
GENERAL FUND	INVESTMENT	MI CLASS	\$ 881,249.15
MAJOR STREET FUND	INVESTMENT	MI CLASS	\$ 123,175.96
GENERAL HIGHWAY FUND	INVESTMENT	MI CLASS	\$ 152,171.69
WATER FUND	INVESTMENT	MI CLASS	\$ 654,012.75

**Lake Odessa Village**  
**Zoning Administrator Report**  
**March 2025**

***Permits:***

On 3-24-25 I issued a zoning permit to Meghan and Michael Roth to replace an old wooden fence with a new 6 ft high wooden fence in the backyard of the property.

***Miscellaneous:***

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

**Master Plan**

The Planning Commission is working with McKenna.

**Stuart Project**

They have applied for a zoning permit for building 3. Due to significant changes to the previously approved site plan, the new plan needs to go to the Planning Commission for review. I reviewed updates for the final version, which was sent to the members. This is planned for a meeting on April 17<sup>th</sup>.

**Home Occupation**

I received an application for a home business to be located at 526 Tupper Lake St for a one-person barbershop in an accessory building on the resident's property. The application has been forwarded to the Planning Commission to review and set a public hearing.

# New Business

**VILLAGE OF LAKE ODESSA  
IONIA COUNTY, MICHIGAN**

Trustee \_\_\_\_\_, supported by Trustee \_\_\_\_\_, moved the adoption of the following ordinance:

**ORDINANCE NO. 2025-04**

**AN ORDINANCE TO AMEND ARTICLE IV. WEEDS OF  
CHAPTER 10 – ENVIRONMENT OF THE CODE OF  
ORDINANCES OF THE VILLAGE OF LAKE ODESSA**

**THE VILLAGE OF LAKE ODESSA ORDAINS:**

**Section 1.** That Article IV. Weeds of Chapter 10 - Environment of the Code of Ordinances of the Village of Lake Odessa, Michigan, is hereby amended to read as follows:

**ARTICLE IV. WEEDS**

**Sec. 10-131. Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Weeds* means all plant growth except flowers, vegetables, agricultural crops, trees, bushes or grass, whether noxious or otherwise **and shall include all vegetation recognized as invasive species in the State of Michigan.**

**Sec. 10-132. Public nuisance declared.**

- (1) All weeds and grass standing at the height of eight inches or more on land within the village, unless otherwise excepted in this article, are hereby declared to be a public nuisance.
- (2) **All weeds considered noxious weeds and/or invasive plant species, regardless of height, are hereby declared to be a public nuisance.**

**Sec. 10-133. Unlawful height of weeds and grass.**

It shall be unlawful for any person to permit weeds or grass to reach a height of eight inches or more on land owned by or under the possession, control or occupancy of such person within the village, including any public right-of-way or easement portion thereof **abutting such land.**



**Sec. 10-134. Responsibility for cutting, removal or destruction.**

- (1) It shall be the duty of the occupant of every premises and the owner of every unoccupied premises within the village to cut, remove, or destroy by lawful means all such weeds and grass as often as may be necessary to comply with the provisions of section 10-133.
- (2) It shall be the duty of the occupant of every premises and the owner of every unoccupied premises within the village to cut, remove, or destroy by lawful means all noxious weeds and invasive plant species as often as necessary to eradicate and prevent their propagation and spread.

**Sec. 10-135. Exceptions.**

- (a) It shall not be unlawful to allow the growth of weeds or grass to a height of eight inches or more in land areas not within platted subdivisions, except upon that part of such areas of land within 50 feet of any lot line of a platted subdivision, or the property line of any parcel upon which there is a dwelling house, or street, road or highway right-of-way.
- (b) The non-owner occupants of a multiple-family housing structure containing three or more residential rental units shall not be subject to the provisions of this article. This does not, however, preclude the owner or agent of said structure from compliance with this article.

**Sec. 10-136. Notice; posting and publication.**

- (a) *Publication.* The village shall cause notice of the purpose of this article and the intent of the village to enforce it to be published once in April of each year in a newspaper of general circulation within the village.
- (b) *Notice of violation.* Notice of violation of sections 10-133 or 10-134 shall be given by delivering the notice personally to the occupant or owner of the property; or by leaving notification at his residence, office or place of business; or by mailing notice to such occupant or owner at his last known address; or by posting the notice in a conspicuous place on the premises. One notification for failure to comply with the provisions of either sections 10-133 or 10-134 shall be given during the calendar year.

**Sec. 10-137. Abatement of nuisance.**

- (a) Upon receiving notification as set forth in section 10-136(b), the occupant or owner of unoccupied premises shall cause the weeds, grass and other vegetation to be cut, removed, or destroyed by lawful means within 72 hours, and shall thereafter continue to maintain such vegetation at a height of less than eight inches for the remainder of the calendar year.
- (b) Failure to cure a violation of section 10-133 or 10-134 in a timely manner will cause the village to abate the violation. The village shall keep an account of the expense of

the abatement, and such expense shall be charged to and paid by the owner, occupant or person in possession or control of the premises. Fees for abatement by the village shall be determined from time to time by resolution of the village council.

**Sec. 10-138. Costs of abatement constitute lien.**

- (a) Charges for weed or grass cutting shall be due within 30 days from the date the bill is mailed. If payment is not received by the due date, a late fee of \$50.00 shall be charged.
- (b) Charges for weed or grass cutting shall become a lien upon the premises. Whenever a bill for such charges has been rendered and remains unpaid by May 1 of the following calendar year, the treasurer may add the expense of abatement and the late fee to the next real property tax notice for the premises, which amounts shall become delinquent if unpaid by the due date for payment of such tax and shall then bear interest at the same rate as the tax.

**Sec. 10-139. Violation.**

Any violation of this article shall be punishable as a municipal civil infraction.

**Section 2.** Conflict and Repeal. All ordinances or parts of ordinances in conflict with this ordinance are repealed.

**Section 3.** Effective Date. This ordinance shall take effect upon its publication.

**Section 4.** Publication. After its adoption, this ordinance or a summary thereof, as permitted by law, shall be published by the Village Clerk in a newspaper of general circulation in the Village.

Ayes:  
Nays:  
Abstain:  
Absent:

**ORDINANCE DECLARED ADOPTED.**

Dated: April 21, 2025

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Karen L. Banks, Village President

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Kathy Forman, Village Clerk

**CERTIFICATION**

I, the undersigned duly appointed Village Clerk of the Village of Lake Odessa, Ionia County, Michigan, do hereby certify that the above ordinance, or a summary thereof, was

published in the Lakewood News, a newspaper of general circulation in the Village, on  
\_\_\_\_\_ and that such ordinance was entered into the Ordinance Book  
of the Village on \_\_\_\_\_.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kathy Forman, Village Clerk

**VILLAGE OF LAKE ODESSA  
IONIA COUNTY, MICHIGAN**

Trustee \_\_\_\_\_, supported by Trustee \_\_\_\_\_, moved the adoption of the following ordinance:

**ORDINANCE NO. 2025-05**

**AN ORDINANCE TO AMEND DIVISION 1. IN GENERAL  
OF ARTICLE II. NUISANCES OF CHAPTER 10 –  
ENVIRONMENT OF THE CODE OF ORDINANCES OF  
THE VILLAGE OF LAKE ODESSA**

**THE VILLAGE OF LAKE ODESSA ORDAINS:**

**Section 1.** That Article 1. In General of Chapter 10 - Environment of the Code of Ordinances of the Village of Lake Odessa, Michigan, is hereby amended to read as follows:

**DIVISION 1. IN GENERAL**

**Sec. 10-31. Nuisances defined and prohibited.**

- (a) Public nuisances shall include, but not be limited to, whatever is forbidden by any provision of this chapter.
- (b) Whatever annoys, injures, or endangers the safety, health, comfort, or repose of the public; offends public decency; interferes with, obstructs, or renders dangerous any street, highway, public area or navigable body of water or stream; allows accumulation of junk or obnoxious matter on private property; or in any way renders the public insecure in life or property, is hereby declared to be a public nuisance.
- (c) No person shall commit, create, or maintain any nuisance.

**Sec. 10-32. Scope of article.**

Conditions enumerated in this article shall be deemed public nuisances; provided, however, such conditions shall not be exclusive, and any offensive condition, whether or not enumerated in this article, shall be deemed a nuisance.

**Sec. 10-33. Right of entry.**

The police department, the village manager or their ~~designee~~ **designees** shall have the right to enter private property at any reasonable hour of the day or night for the purpose of making a compliance survey of the premises, for obtaining a sample of water used thereon, or for collecting other data and material pertaining to public health, safety and welfare and enforcing this article. No person shall resist or attempt to prevent such officers from carrying out the purposes set forth in this section. Such officers shall have in their possession and shall carry upon their persons at all times, while carrying out the duties

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outlined in this section, sufficient credentials identifying themselves. Such credentials shall be exhibited by the bearer on demand to any person in charge of any premises such officer seeks to enter.

#### **Sec. 10-34. Violations.**

Whenever by any section of this article the performance of any act is required or the performance of any act is prohibited, a failure to comply with such section shall constitute a violation of this article. In addition, the failure, neglect or refusal to comply with a cease and desist order of the enforcing agency or person shall constitute a violation of this article.

#### **Sec. 10-35. Municipal civil infraction.**

A person who violates any section of this article is responsible for a municipal civil infraction, subject to payment of a civil fine as set forth in section 2-288, plus costs and other sanctions, for each infraction. Repeat offenses under this article shall be subject to increased fines as provided by section 2-288.

#### **Sec. 10-36. Civil procedures to compel compliance.**

In addition to any other remedies pursued by the village to abate violations of this article, the village may also file a complaint in circuit court for the county for an order granting the relief for which the action or proceeding is brought or for an order enjoining all persons from doing or maintaining a public nuisance. The village manager, in such petition, may also apply to the circuit court for an order authorizing the village to abate any nuisance in the village.

#### **Sec. 10-37. Objectionable, ~~and unhealthy~~ unsafe, unsanitary, and unsightly conditions.**

Each of the following conditions, acts, dwellings, structures and property is considered objectionable, ~~and/or unhealthy~~ unsafe, unsanitary, and/or unsightly and is declared to be a public nuisance:

- (1) Any building, erection, structure, cellar, or any part thereof which is overcrowded or does not provide adequate means of egress or ingress.
- (2) Any dwelling or residential building which does not have adequate facilities for the disposal of human excreta or other sewage.
- (3) Any dwelling or residential building which does not have a reasonably necessary amount of clean water for use on the premises.
- (4) Any building which is not adequately ventilated, drained, cleaned, and lighted.
- (5) Any structure, yard, or lot which is conducive to the harboring or breeding of insects, vermin, rats or other rodents.
- (6) ~~Every~~ Any cellar, foundation or excavation for any building, pool, pond and/or vessel which contains stagnant or putrid water.
- (7) ~~An~~ Any unclean building, yard, or lot that includes any unreasonable accumulation of garbage, rubbish, ashes, branches, leaves, or yard clippings.

- (8) All methods of human excreta disposal, except toilets properly maintained and connected with a sanitary sewer or septic tank which has been constructed and maintained in accordance with this Code, **the Michigan Plumbing Code**, or other village ordinances.
- (9) All clogged or choked sewers and house drains.
- (10) The discharge of any household or industrial liquid waste or any foul or nauseous liquid, water or other substance into or upon any highway, street, lane, alley, public space, square or into any adjacent lot or ground.
- (11) The pollution of any stream or body of water by depositing into the stream or water body or upon any adjacent highway, street, lane, alley, public street or square or into any adjacent lot or grounds any refuse, foul or nauseous liquid or water, creamery or industrial waste, or by forcing or discharging into any public or private sewer or drain any steam, vapor or gas.
- (12) The emission of noxious fumes or gas in such quantities as to render occupancy of property uncomfortable to a person of ordinary sensibilities.
- (13) All explosives, flammable liquids and other dangerous substances stored in any manner or in any amount contrary to the state statutes.
- (14) The accumulation of dust, papers or debris on any public parking lot or any parking lot maintained by any establishment for the use of its customers so that such dust, papers or debris may be blown upon adjoining, surrounding and other premises and be offensive or cause damage to the owners or occupants of such premises. The owner, lessee, operator or person in charge of such lot shall take such measures and shall treat the surface of such lot in a manner that dust, papers or debris shall not be blown therefrom in violation of this subsection.
- (15) Dangerous structures or excavations as defined by Chapter 6, Buildings and Building Regulations.
- (16) The presence of a dismantled, partially dismantled, unlicensed or inoperable vehicle, or parts of a vehicle on any platted or unplatted parcel of land as defined by this chapter.
- (17) **Any property, lot, or place in public view that offends the then-prevailing standards of the community as a whole, and not limited to a specific area, as to aesthetics or order by reason of the unreasonable accumulation of (a) garbage, junk, and/or refuse not contained in covered receptacles, (b) household appliances and furniture intended for indoor use, and (c) items of personal property scattered about the property, lot, or place.**
- (18) **The presence of graffiti, whether in the form of pictures or words, on real property or on the surface of a premises located on real property or the presence of unsightly conditions in relation to neighboring properties because the exterior finish of the building or structure is not adequately maintained including through missing or severely damaged or decayed brick, stone, stucco, siding, or other cladding and/or veneer.**

- (19) Any property, building, or structure the condition of which seriously depreciates the value of property, buildings, or structures in the vicinity.
- (20) Any property, building, or structure that is an attraction to children who might play there to their danger.
- (21) Any property, lot, or place maintained in violation of Article IV of this chapter and/or which is in an unsightly condition by reason of failure of the occupant or owner to maintain, mow, trim, or cultivate vegetation growing thereon except as provided in Section 10-135 of this Code.
- (22) Any property, lot, or place on which are located trees or shrubs that constitute a menace to public safety in violation of the provisions of Article III of this chapter.

**Sec. 10-38. Posting of signs, advertisements, etc.**

- (a) No person shall attach, place, paint, write, stamp, or paste any sign, advertisement, or any other matter upon any lamppost, electric light, railway, telegraph or telephone pole, shade tree, fire hydrant, or any box covering them; or any bridge, pavement, sidewalk, public building, or any property or thing belonging to the village, or on any article or thing within any park. This subsection shall not be construed to prevent any public officer from doing the acts prohibited in this subsection for any purpose authorized by law.
- (b) No person shall attach, place, paint, write, stamp, or paste any sign, advertisement, or other matter upon any house, wall, fence, gate, post, tree, or tree-box, without first having obtained the written permission of the owner, agent or occupant of the premises, or in compliance with the provisions of state law or provisions of this Code.

**Section 2.** Conflict and Repeal. All ordinances or parts of ordinances in conflict with this ordinance are repealed.

**Section 3.** Effective Date. This ordinance shall take effect upon its publication.

**Section 4.** Publication. After its adoption, this ordinance or a summary thereof, as permitted by law, shall be published by the Village Clerk in a newspaper of general circulation in the Village.

Ayes:

Nays:

Abstain:

Absent:

**ORDINANCE DECLARED ADOPTED.**

Dated: April 21, 2025

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Karen L. Banks, Village President

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Kathy Forman, Village Clerk

CERTIFICATION

I, the undersigned duly appointed Village Clerk of the Village of Lake Odessa, Ionia County, Michigan, do hereby certify that the above ordinance, or a summary thereof, was published in the Lakewood News, a newspaper of general circulation in the Village, on \_\_\_\_\_ and that such ordinance was entered into the Ordinance Book of the Village on \_\_\_\_\_.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kathy Forman, Village Clerk



















**VILLAGE OF LAKE ODESSA  
IONIA COUNTY, MICHIGAN**

Trustee \_\_\_\_\_, supported by Trustee \_\_\_\_\_, moved the adoption of the following ordinance:

**ORDINANCE NO. 2025-06**

**AN ORDINANCE TO AMEND ARTICLE IV OF CHAPTER  
32 OF THE CODE OF ORDINANCES OF THE VILLAGE  
OF LAKE ODESSA BY REMOVING THE SUNSET DATE**

**THE VILLAGE OF LAKE ODESSA ORDAINS:**

**Section 1.** That Article IV of Chapter 32 of the Code of Ordinances of the Village of Lake Odessa, Michigan, is hereby amended to read as follows:

**ARTICLE IV. UTILITY TERRAIN VEHICLES**

**Sec. 32-100. Definitions.**

As used in this article, the following words or phrases are defined as follows:

*Operate* means to ride in, and to be in actual physical control of the operation of a UTV.

*Operator* means a person who operates, or is in physical control of the operation of, a UTV.

*Utility terrain vehicle, or UTV*, shall mean a commercially manufactured vehicle designed for off-highway use, commonly referred to as a side-by-side, that meets all of the following criteria:

- (1) Has a gross vehicle weight rating of no more 4,000 pounds;
- (2) Is not more than 80 inches in overall width;
- (3) Has an engine displacement of not more than 1,000 cubic centimeters;
- (4) Is designed to travel on four or more low-pressure or nonpneumatic tires;
- (5) Has a steering wheel for control;
- (6) Has a throttle designed such that when pressure used to advance the throttle is removed, the engine speed will immediately and automatically return to idle;
- (7) Has a U.S. Forest Service-approved spark arrester type exhaust system;
- (8) Has a muffler in good working order and in constant operation;
- (9) Has a braking system in good working order that operates by either hand or foot;
- (10) Features nonstraddling seating such as bench or bucket seating for two passengers;

- (11) Has two headlights, a taillight, and a brake light;
- (12) Has a roll bar or similar structural roll-over protection system;
- (13) Has a seat belt for the operator and each passenger;
- (14) Has a 17-character vehicle identification number or product identification number;
- (15) Has a current department of natural resources off-road vehicle license sticker properly displayed.

**Sec. 32-101. Operation of UTV on streets and alleys.**

- (a) UTVs may be operated on all public streets and paved alleys in the village except M-50 unless crossing the same at an intersection. The operator shall bring the UTV to a complete stop before proceeding across an intersection and shall yield the right-of-way to oncoming traffic.
- (b) The operator of a UTV shall cause the vehicle to be operated at all times in accordance with the following regulations:
  - (1) The speed of the UTV shall not be greater than is reasonable and proper for the conditions then existing, and in no event in excess of 25 miles per hour;
  - (2) The UTV shall remain with the flow of traffic on the far right-hand side of the maintained portion of the roadway;
  - (3) The operator of the UTV shall possess and have on his or person a valid motor vehicle operator's license.
  - (4) The operator of the UTV shall not interfere with traffic on the road, shall travel single-file with other vehicles, and, except when overtaking another UTV or golfcart, shall yield to other vehicular traffic when necessary;
  - (5) The hours when UTVs may be operated on village streets and alleys shall be from one-half hour after sunrise until one-half hour before sunset;
  - (6) At all times when in a moving UTV, the operator and all passengers shall wear helmets approved by the U.S. Department of Transportation unless the UTV has a manufacturer-designed and installed rollbar above and behind the head;
  - (7) At all times when in a moving UTV, the operator and passengers shall wear properly fitted and fastened safety belts;
  - (8) At all times when in a moving UTV, the operator and passengers shall remain seated in seating designed and manufactured for operators and passengers;
  - (9) The UTV shall at all times be operated in conformance with village noise regulations;
  - (10) Operators of UTVs shall slow down when approaching intersections and yield the right-of-way to pedestrians crossing streets.
  - (11) Operators of UTVs shall cross streets only at intersections and in the most direct line possible.

- (12) These regulations are in addition to any applicable requirements of state law in Part 811 of Act 451 of 1994, the Natural Resources and Environmental Protection Act, as may be amended.

**Sec. 32-102. UTV operation on public and private property.**

No person shall operate a UTV (a) in any public park or recreation area, except when parking in designated parking areas associated with such parks or recreation areas, (b) on any unpaved alleys, or (c) on private property without the consent of the property owner or his or her agent.

**Sec. 32-103. Careless operation.**

No person shall operate a UTV in the village in a careless or negligent manner so as to endanger any person or property.

**Sec. 32-104. Municipal civil infraction.**

- (a) Any person who disobeys, neglects, or refuses to comply with any provision of this article, or who causes, allows, or consents to any of the same, shall be deemed to be responsible for the violation of this article. A violation of this article is deemed to be a nuisance per se.
- (b) A violation of this article is a municipal civil infraction punishable by a fee of \$250.00. The foregoing sanction shall be in addition to the rights of the village to proceed at law or equity with any other appropriate and proper remedies. Additionally, the violator shall pay costs which may include all expenses, direct and indirect, which the village incurs in connection with the municipal civil infraction.
- (c) In addition to the fine specified above, as required by law, the court shall order a person who causes damage to the environment, a road, or other property as a result of the operation of a UTV to pay the cost of repairing the damage resulting from the violation.
- (d) The village treasurer shall deposit all fines collected under this article into a fund to be designated as the ORV Fund. The village council shall appropriate revenue in the ORV fund as follows:
  - (1) Fifty percent to the village department of public works for repairing damage to roads and the environment that may have been caused by a UTV, and for posting signs indicating speed limits and whether streets, county roads, or highways are open or closed to the operation of UTVs.
  - (2) Fifty percent to the Lake Odessa Police Department for UTV enforcement and training.

**~~Sec. 32-105. Sunset date.~~**

~~The provisions of this article shall sunset and shall no longer be in force or effect on May 30, 2025.~~

**Section 2.** Conflict and Repeal. All ordinances or parts of ordinances in conflict with this ordinance are repealed.

**Section 3.** Effective Date. This ordinance shall take effect upon its publication.

**Section 4.** Publication. After its adoption, this ordinance or a summary thereof, as permitted by law, shall be published by the Village Clerk in a newspaper of general circulation in the Village.

Ayes:

Nays:

Abstain:

Absent:

**ORDINANCE DECLARED ADOPTED.**

Dated: April 21, 2025

\_\_\_\_\_  
Karen L. Banks, Village President

\_\_\_\_\_  
Kathy Forman, Village Clerk

**CERTIFICATION**

I, the undersigned duly appointed Village Clerk of the Village of Lake Odessa, Ionia County, Michigan, do hereby certify that the above ordinance, or a summary thereof, was published in the Lakewood News, a newspaper of general circulation in the Village, on \_\_\_\_\_ and that such ordinance was entered into the Ordinance Book of the Village on \_\_\_\_\_.

Date: \_\_\_\_\_

\_\_\_\_\_  
Kathy Forman, Village Clerk



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

Trustee \_\_\_\_\_, supported by Trustee \_\_\_\_\_, moved to adopt the following resolution:

**RESOLUTION NO. 2025-15**

**APPROVING THE ESTABLISHMENT OF INVESTMENT ACCOUNTS  
WITH INDEPENDENT BANK  
AND DESIGNATING AUTHORIZED SIGNATORIES**

**WHEREAS**, from time to time the Village of Lake Odessa has funds exceeding its current requirements that it invests in accordance with an investment policy approved by the Village Council; and

**WHEREAS**, the Village policy requires investment decisions to reflect a balance among safety, liquidity, and yield, and, regarding safety, encourages investments to be made within insured limits when practical; and

**WHEREAS**, Village administrators believe maintaining a prudent balance among safety, liquidity, and yield can be better achieved by investing some of its surplus funds in instruments not currently available through banks or programs with which the Village has accounts at present; and

**WHEREAS**, the Clerk/Treasurer and Village Manager met with representatives of two banks to discuss opportunities for investing surplus funds and is recommending establishing one or more accounts with Independent Bank, 4200 E. Beltline Avenue NE, Grand Rapids, MI 49525, for the purpose of investing surplus funds; and

**WHEREAS**, it is necessary to designate and authorize certain Village officers to act on behalf of the Village in establishing accounts with Independent Bank and investing funds in accordance with the Village's investment policy;

**NOW, THEREFORE, BE IT RESOLVED** that the individuals designated in this resolution are authorized to establish one or more accounts with Independent Bank and to invest funds through those accounts in accordance with the provisions of the Village's investment policy; and

**BE IT FURTHER RESOLVED**, that the following individuals are hereby designated as authorized signatories on any account or accounts established with Independent Bank:

- Kathy Forman, Village Clerk/Treasurer
- Gregg Guetschow, Village Manager
- Karen Banks, Village President.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** April 21, 2025

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**Kathy Forman, Village Clerk**

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

Trustee \_\_\_\_\_, supported by Trustee \_\_\_\_\_, moved to adopt the following resolution:

**RESOLUTION NO. 2025-16**

**SETTING A PUBLIC HEARING ON SPECIAL ASSESSMENTS  
FOR ABATING HAZARDS AND NUISANCES**

**WHEREAS**, the Village Clerk/Treasurer has prepared a special assessment roll for the purpose of specially assessing that portion of unpaid costs incurred in the altering, repairing, tearing down, or removing of hazards and nuisances, more particularly hereinafter described to include the properties specially benefitted by such abatement, and the same has been presented to the Council;

**NOW, THEREFORE, BE IT RESOLVED:**

1. That said special assessment roll is hereby accepted and shall be filed in the office of the Clerk/Treasurer for public examination;
2. That the Council shall meet in its chambers in the Page Memorial Building, 839 Fourth Avenue, Lake Odessa at 7:00 p.m. on Monday, May 19, 2025 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same;
3. That the Clerk/Treasurer is directed to publish the notice of said hearing once in a newspaper of general circulation in the Village not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the Odessa Township Assessor's office as shown on the general tax rolls of the Village, at least ten (10) days before the date of said hearing, said notice to be mailed to addresses shown on said general tax rolls of the Village. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF HEARING TO REVIEW  
SPECIAL ASSESSMENT ROLL – HAZARDS AND NUISANCES  
VILLAGE OF LAKE ODESSA  
COUNTY OF IONIA, STATE OF MICHIGAN**

**TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:**

TAKE NOTICE that a Special Assessment Roll – Hazards and Nuisances has been prepared for the purpose of defraying the unpaid costs incurred in the altering, repairing, tearing down, or removing of hazards and nuisances on the following described property:

Parcel Number	Street Address	Service	Total
101-100-000-180-00	1420 Harrison Street	Mowing Weeds / Grass	\$ 375.00
101-090-000-040-00	Church Street	Mowing Weeds / Grass	\$ 100.00
101-090-000-055-00	Church Street	Mowing Weeds / Grass	\$ 100.00
101-180-000-035-00	971 Jordan Lake Street	Mowing Weeds / Grass	\$ 225.00
101-080-000-020-00	1119 Sixth Avenue	Mowing Weeds / Grass	\$ 100.00
101-060-000-100-00	752 Jordan Lake Avenue	Mowing Weeds / Grass	\$ 325.00
101-200-001-270-00	766 Fifth Avenue	Mowing Weeds / Grass	\$ 100.00
101-160-000-030-00	1526 Fourth Avenue	Mowing Weeds / Grass	\$ 100.00
101-090-000-100-00	1708 Jordan Lake Avenue	Mowing Weeds / Grass	\$ 100.00
101-150-000-020-00	1211 Jordan Lake Avenue	Mowing Weeds / Grass	\$ 225.00
101-070-000-075-00	1002 Jordan Lake Street	Mowing Weeds / Grass	\$ 100.00

The said Special Assessment Roll – Hazards and Nuisances is on file for public examination in the office of the Clerk/Treasurer. Any Hazards and Nuisances invoices or charges remaining unpaid as of the date the assessment roll is accepted are included on this roll.

TAKE FURTHER NOTICE that the Village Council will meet in its chambers in the Page Memorial Building, 839 Fourth Avenue, Lake Odessa at 7:00 p.m. on Monday, May 19, 2025 for the purpose of reviewing said Special Assessment Roll – Hazards and Nuisances and for the purpose of considering all objections to said roll submitted in person or in writing.

TAKE FUTHER NOTICE that appearance and protest in person or in writing is required. A property owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance by letter and his or her personal appearance shall not be required. Written appearances and protests shall be directed to Clerk/Treasurer Kathy Forman, 839 Fourth Avenue, Lake Odessa, MI 48849.

Questions regarding this notice may be directed to Clerk/Treasurer Kathy Forman at [treasurer@lakeodessa.org](mailto:treasurer@lakeodessa.org) or (616) 374-8062.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** April 21, 2025

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**Kathy Forman, Village Clerk**

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# MEMORANDUM

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DATE: April 17, 2025

TO: Lake Odessa Village Council

FROM: Kathy Forman, Village Clerk/Treasurer

RE: Hazards and Nuisances Special Assessment Roll

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Over the course of the year, the Village takes action to alleviate hazards and nuisances to the public that exist on private property. The charges for these actions are invoiced to the owner of record for the property. Once a year, any charges left unpaid shall be established as liens to the affected property. Once the lien is established, I would be authorized to add the amount of the invoices to the tax roll.

The associated document to this memo details the outstanding nuisance and hazard invoices since March of 2024. It lists the parcel number, address, the type of nuisance or hazard, and the amount due.

The process for establishing a lien is handled via special assessment. Initially, the list of outstanding invoices is presented to Council with a request to set a public hearing. Upon this action, letters are sent to the affected property owners informing them of the Village's intent to lien their property if the invoice(s) remains unpaid. They then have the opportunity to protest the proposed action at the public hearing. At the conclusion of the public hearing the Council can accept the roll as presented, make amendments to the roll, or hold off on action all together (though this is not recommended).

I recommend that you take action to start this process in motion by setting a public hearing for May 19, 2025, to receive citizen comment regarding this roll. An updated list of unpaid invoices to be added to the tax roll will be provided to you at the public hearing.

Village of Lake Odessa  
Special Assessment Roll - Hazards and Nuisances  
4/17/2025

Parcel Number	Street Address	Service	Total
101-100-000-180-00	1420 Harrison Street	Mowing Weeds / Grass	\$ 375.00
101-090-000-040-00	Church Street	Mowing Weeds / Grass	\$ 100.00
101-090-000-055-00	Church Street	Mowing Weeds / Grass	\$ 100.00
101-180-000-035-00	971 Jordan Lake Street	Mowing Weeds / Grass	\$ 225.00
101-080-000-020-00	1119 Sixth Avenue	Mowing Weeds / Grass	\$ 100.00
101-060-000-100-00	752 Jordan Lake Avenue	Mowing Weeds / Grass	\$ 325.00
101-200-001-270-00	766 Fifth Avenue	Mowing Weeds / Grass	\$ 100.00
101-160-000-030-00	1526 Fourth Avenue	Mowing Weeds / Grass	\$ 100.00
101-090-000-100-00	1708 Jordan Lake Avenue	Mowing Weeds / Grass	\$ 100.00
101-150-000-020-00	1211 Jordan Lake Avenue	Mowing Weeds / Grass	\$ 225.00
101-070-000-075-00	1002 Jordan Lake Street	Mowing Weeds / Grass	\$ 100.00

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

Trustee \_\_\_\_\_, supported by Trustee \_\_\_\_\_, moved to adopt the following resolution:

**RESOLUTION NO. 2025-17**

**AWARDING THE 2025 PAVING CONTRACT TO  
LAKELAND ASPHALT CORPORATION**

**WHEREAS**, the proposed budget for the 2025-26 fiscal year included funds totaling \$162,000 for the purpose of resurfacing Tupper Lake Street from Fourth Avenue to Jordan Lake Avenue, Pineview Drive, and the dead end of Lakeview Drive; and

**WHEREAS**, Public Works Director Jesse Trout has received written proposals from three paving contractors and is recommending accepting the proposal from the low bidder Lakeland Asphalt Corporation which has estimated the cost of this work to be \$104,900; and

**WHEREAS**, paving contracts are typically awarded based on unit prices, recognizing that final quantities used on such projects are adjusted based on conditions in the field that are not always known at the time the bid is prepared;

**NOW, THEREFORE, BE IT RESOLVED** that the quote from Lakeland Asphalt Corporation is hereby accepted with a budget allowance not to exceed \$155,000 for the work as outlined in the quote; and

**BE IT FURTHER RESOLVED** that Director Trout is hereby authorized to accept the proposal on behalf of the Village.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** April 21, 2025

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**Kathy Forman, Village Clerk**



Lakeland Asphalt Corp.  
548 Avenue A  
Battle Creek, MI 49037  
www.lakelandasphalt.com

Phone: 269-964-1720  
Fax: 269-964-8202



**Submitted to:**

Village of Lake Odessa  
839 Fourth Avenue  
Lake Odessa, MI 48849  
Jesse Trout  
[jtrout@lakeodessa.org](mailto:jtrout@lakeodessa.org)

**Job:**

**3.0" Mill & Fill**  
Old Asphalt on Lakeview Dr. & Pineview Dr  
**2.0" Mill & Fill**  
Tupper Lake St: from 4th Ave to Jordan Lake Ave

**Date:**

4/3/2025

**We hereby submit specifications and estimates for:**

**Syds: 2,763, 5,206**

**Scope of Work:**

**Old Asphalt on Lakeview Dr. & Pineview Dr**

Rotomill remove asphalt area to a depth of 3.0", 2,763 syds  
Fine grade and compact area, 2,763 syds  
Furnish, install and compact an average of 1.5" of MDOT, 4EL leveling course asphalt  
Apply a bond coat for proper adhesion  
Furnish, install and compact an average of 1.5" of MDOT, 5EL wearing course asphalt, 2,763 syds

**\$47,000.00**

**Tupper Lake St: from 4th Ave to Jordan Lake Ave**

Rotomill remove asphalt to a depth of 1.75", 5,206 syds  
Rotomill remove asphalt at perimeter points of adjoining asphalt areas to a depth of 2.0"  
Cleaning and preparation of asphalt for resurfacing  
Apply a bond coat for proper adhesion  
Wedge low areas as needed with hot mix asphalt  
Furnish, install and compact an average of 2.0" of MDOT, 5EL wearing course asphalt, 5,206 syds

**\$57,900.00**

THIS CONTRACT INCLUDES ALL OF THE STANDARD  
CONDITIONS SET FORTH ON THE REVERSE SIDE.

Authorized Signature  
**Daniel Belt**  
Project Manager  
269-908-1184

Note: This contract may be withdrawn by us if not  
accepted within 15 days.



**PAYMENT IN FULL UPON  
RECEIPT OF INVOICE**



**3% processing fee applies to all credit card payments**

**ACCEPTANCE OF CONTRACT & STANDARD CONDITIONS**

I (We) have read the above contract INCLUDING THE STANDARD CONDITIONS ON THE REVERSE SIDE,  
and hereby accept the prices, specifications, and standard conditions as stated. You are hereby authorized  
to begin the work as proposed at your earliest convenience. We also acknowledge receipt of this Contract  
and agree that it is accurate and as contracted.

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

(owner/officer)

**Signature:** \_\_\_\_\_

(owner/officer)





Comstock Park, MI, 49231

Customer Name	Lake Odessa		
Address			
City, State, Zip			
Phone		Email	
Contact:	Jesse Trout		

Job Name	<b>Lake Odessa Streets 2025</b>	
Address	<b>Tupper Lake, Pineview</b>	
City, State, Zip	<b>Lake Odessa, MI</b>	
Date of Bid	<b>3/26/2025</b>	
Architect-Engineer		

#	Work Description	QTY	UNIT	PRICE	Total Price
	Pineview 3" Mill and Replace				
5	Pineview 4E1 Base Course 1.5"	240	TON	\$ 93.00	\$ 22,320.00
10	Pineview 5E1 Top Course 1.5"	240	TON	\$ 93.00	\$ 22,320.00
15	Pineview 3" Milling	2,700	SYD	\$ 3.61	\$ 9,747.00
17	Pineview Traffic Control	1	LS	\$ 2,300.00	\$ 2,300.00
		<b>Pineview Sub Total:</b>			<b>\$ 56,687.00</b>
	Tupper Lake 2" Milling				
20	Tupper Lake 5E1 Top Course 2"	595	TON	\$ 86.00	\$ 51,170.00
25	Tupper Lake 2" Milling	5,010	SYD	\$ 2.49	\$ 12,474.90
27	Tupper Lake Traffic Control	1	LS	\$ 2,600.00	\$ 2,600.00
		<b>Tupper Lake Sub total</b>			<b>\$ 66,244.90</b>
	*If only 1 street is selected, add a mobilization charge of \$4500.00				
	*Does not include any work on structures				
	*Will be paid per units furnished				
	*Note price difference for single parcel paving only.				
	*Excludes Bonds, Dues, Permits				
Comments: All mixes meet MDOT gradation specs					

dollars

( \$ 122,931.90 )

<b>Streets Combined Total</b>	<b>\$ 122,931.90</b>
-------------------------------	----------------------

*Signed*

Project Manager, Michigan Paving and Materials Co.

Cell: 616-570-4059 Email: [seth.vanderkooi@mipmc.com](mailto:seth.vanderkooi@mipmc.com)

## Acceptance

We hereby accept this proposal. The specifications and prices are approved and satisfactory. The Terms & Conditions on the second page are understood and accepted. Payment will be made in accordance with the terms offered. I further represent that I am authorized to sign this contract.

Accepted by Michigan Paving &amp; Materials Co:

Accepted by Customer:

	Name	Signature	Title
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Date \_\_\_\_\_ Signature \_\_\_\_\_ (Title) \_\_\_\_\_

## Terms & Conditions

- 1) Entirety- This agreement contains the entire agreement of the parties hereto and shall supersede all previous oral and written agreement and all contemporaneous negotiations, commitments, and understandings. This agreement may be modified only by written instrument duly executed by each party hereto.
- 2) Thickness- All descriptions of paving thickness in this proposal are referred to as average thickness. Variation in sub-base and technical limitation may result in variation in thickness. We warrant sufficient material will be used on the project to result in the average thickness stated.
- 3) Property Lines - The customer shall establish and designate property lines and shall be obligated to pay for work performed as ordered in the event said work results trespass on other property. Customer shall also be responsible for any damage caused by the owner of such other property.
- 4) Delays- Contractor shall complete the job within a reasonable time but shall not be liable for delays beyond the control of Contractor. The contractor shall complete the project as weather and schedule permit.
- 5) Permits- Customer shall acquire and pay for any and all permits or assessments if they are required. Upon acceptance, a legal description of the property improvement and/or a notice of Commencement shall be provided to Contractor prior to start of work.
- 6) Wet or Unstable Grade- No materials will be placed on wet or frozen subgrade. A suitable subgrade is a condition precedent to the requirement of performance of this contract.
- 7) Reproduction Cracks- When resurfacing concrete, brick, or asphalt pavements, Contractor is not responsible for the reproduction of cracks or expansion joints which occur.
- 8) Minimum Grade- Contractor reserves the right to refuse to construct a pavement unless minimum grades of 1% are possible for surface drainage. If Customer directs construction with less than a minimum grade of 1%, it is understood that water ponding may occur and that no warranty attaches to the work as to satisfactory surface drainage. Depressions over .25 inches will be filled.
- 9) Underground Structures- It is the Customer's responsibility to advise Contractor of the existence and location of all underground structures such as sewers, water and gas lines, etc., which might be encountered by Contractor in the performance of its work hereunder. Contractor shall be deemed to have notice of the existence of only those structures specifically referred to in this proposal and of the location thereof as indicated in this proposal. If it develops in the performance of the work that the identity or location of the underground structures varies from those specified herein, any extra cost occasioned thereby in moving, protecting or covering same, or otherwise, shall be paid by Customer.
- 10) Soil Conditions- Should any unusual conditions be encountered not specifically referred to in this proposal, any extra cost in the performance of the work occasioned by such conditions shall be paid by Customer.
- 11) Tree Roots- Contractor shall not be responsible for damage occasioned by the removal of tree roots in preparing the roadbed, nor shall Contractor be obligated to remove damaged or destroyed trees.
- 12) Timely Payment- As stated above, payment in full is due upon completion of the job. Interim billings for partial performance are due and payable thirty (30) days after presentation of said billings. Customer agrees to pay interest at the rate of 1.5% per month on any amount due Contractor with said interest to start accruing thirty (30) days after presentation to Customer of a billing work performed and/or expenses incurred by Contractor. This interest is an annual rate of 18%. Contractor may, upon written notice to Customer, terminate this contract when for a period of five (5) days after payment is due, as provided herein, Customer fails to make said payments. On such termination, Contractor may recover from Customer payment for all work completed and for any loss sustained by Contractor for materials, etc., to the extent of actual loss thereon, plus loss on a reasonable profit.
- 13) Unit Prices- The quantities and units stated in this proposal are estimates and unless otherwise stated, this is a unit price proposal. Actual 'as built' quantities shall be paid for at their respective unit prices.
- 14) Acceptance- The paving shall be deemed accepted by Customer at such time as the paving is opened for travel and parking. If for any reason the wearing course is not placed prior to opening to the public, Customer shall be responsible for cost of repair.
- 15) Hidden Objects- Contractor assumes no responsibility for removing hidden objects encountered during the performance of the work. Any costs incurred by the removal and disposal of such hidden objects shall be borne by Customer and Contractor shall be reimbursed accordingly. Contractor assumes no responsibility for discovery or removal of materials that may be contaminated or hazardous.
- 16) Zoning Requirement/Other Regulations- Contractor assumes no responsibility for determining whether Customer has the legal right or authority to pave the property as directed. Notwithstanding that such work might be deemed to violate any ordinance, zoning regulation, or other law, Customer shall, nevertheless, be obligated to pay for the work as ordered.
- 17) Stockpiling Materials- Contractor shall be permitted to stockpile materials and park equipment necessary to the performance of the work, on the Customer's property adjacent to the site of the work, without cost.
- 18) Carports- Asphalt paving must be placed prior to the building of carports or the placing of asphalt curb.
- 19) Force Majeure- Contractor shall not be liable for any failure to perform its obligations where such failure is as a result of Acts of Nature (including fire, flood, earthquake, storm, hurricane, or other natural disaster), war, invasion, act of foreign enemies, hostilities (whether war is declared or not), civil war, rebellion, revolution, insurrection, military or usurped power or confiscation, terrorist activities, nationalization, government sanction, blockade, embargo, labor dispute, strike, or lockout. Customer will not have the right to terminate this Agreement in such circumstances.
- 20) Fine Grading- Contractor is responsible for fine grading base unless otherwise listed as an option and is accepted.

### MAINTENANCE GUARANTEE

This pavement is guaranteed against failure due to improper workmanship or materials for a period of ( 1 ) year(s) after construction unless otherwise stated herein. Use of pavement for a purpose other than the disclosed and intended use, or by heavier traffic than disclosed will void this guarantee. It is understood that this guarantee does not cover damage caused by intentional or accidental excavation, fire, flood, gasoline, oil, chemicals, subsurface water, overloading, or other misuse. Failure of the Customer to conform to the requirements of timely payment as stipulated in the Terms & Conditions will void this guarantee. This guarantee does not apply to first or intermediate stages of construction. Asphalt bases are not guaranteed. This guarantee starts when the final wearing surface is placed and the pavement structure is brought up to full design strength.



669 Century, S.W.  
Grand Rapids, MI 49503  
616.451.3200  
616.451.3969 (fax)

# Proposal

**Date.** Mar 26, 2025

Quoted to:		Job Name & Location:
Village of Lake Odessa Attn: Jesse Trout 839 Fourth Ave. Lake Odessa, MI 48849	Phone: Fax: Cell: 616-374-7228	Attn: Jesse Trout 839 Fourth Ave. Lake Odessa, MI 48849

Customer ID	Good Thru	Payment Terms	Sales Rep
VILLAGE OF LAKE	30 Days	Due Upon Completion	Todd Hulst Cell: 616-291-0804

We hereby propose to furnish materials and labor necessary for the completion of:

Resurface Tupper Lake St - Approximately 48,642 SF.  
To cold mill approximately 1.5" or as needed and haul off site.  
To clean existing asphalt thoroughly and apply an emulsion (LTBC-2) prior to paving. This will form a bond between existing and new asphalt.  
To wedge low and uneven areas prior to resurfacing. This will help with structural support and water drainage.  
Furnish, place and compact a bituminous surface coarse for a 2" average thickness.

Remove and Replace Pineview Dr. - Approximately 23,885 SF.  
To cold mill existing asphalt to 3" and haul millings off site.  
To fine grade gravel and compact.  
Furnish, place and compact a bituminous base course for 1.5" average thickness.  
Furnish, place and compact a bituminous surface course for 1.5" average thickness.

COST: \$ 126,512.00

NOTE: Superior Asphalt, Inc. does not warranty reflective cracking, due to condition of existing asphalt and/or sub-base.  
NOTE: We will do our best to eliminate standing water.  
NOTE: Superior Asphalt, Inc. is not responsible for permits and/or fees if any are required.  
NOTE: Superior Asphalt, Inc. recommends a sufficient sub-base prior to paving. This should be at 6" of gravel and, if clay is present, 10" of sand.  
NOTE: Site must be within 1" of final grade upon our arrival for fine grading.  
NOTE: Superior Asphalt, Inc. is not responsible for damage to underground fencing or any personal underground utilities.  
NOTE: If Superior Asphalt is awarded the work, we will take core samples to ensure proper sub-base.  
NOTE: After lot is removed, if gravel is needed, customer will be charged \$52.50 per cu yd installed. Customer will be notified before any work is done.

**NOTE: Superior Asphalt, Inc. is not responsible for damage to concrete/asphalt caused by heavy equipment accessing job site.**  
**NOTE: Due to the volatility of the petroleum industry, pricing is subject to change if work is not completed within 30 days of acceptance.**  
**NOTE: Unless prior written arrangements have been made, terms are 50% down, balance due upon completion.**

All materials are guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.	<b>Total:</b>	<b>See Above Pricing</b>
Authorized Signature: _____		

Acceptance of Proposal  
The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.  
Payment will be made as outlined above. Note: Pricing is subject to change if work is not completed within 30 days of acceptance. See Standard Conditions on reverse.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

# **Lake Odessa Village Council**

Ionia County, Michigan

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

## **RESOLUTION NO. 2025-18**

### **APPROVING AN ARBOR DAY PROCLAMATION AND THE HOLDING OF A TREE PLANTING CEREMONY ON TUESDAY, APRIL 22, 2025 AT 10:00 AM AT THE LAKE ODESSA MUNICIPAL BEACH IN RECOGNITION OF ARBOR DAY**

**WHEREAS**, the Village of Lake Odessa has been recognized as a “Tree City USA” community; and

**WHEREAS**, the Village of Lake Odessa recognizes both the aesthetic and environmental need for healthy, beautiful trees in the community; and\

**WHEREAS**, each year, the Village makes a proclamation recognizing Arbor Day and also plants a tree on Village-owned property, in support and recognition of Arbor Day; and

**WHEREAS**, the Village will hold a tree planting ceremony on Tuesday, April 22, 2025 at 10:00 am at the Lake Odessa Municipal Beach on Jordan Lake Street. At this ceremony, the attached proclamation will be read.

#### **NOW THEREFORE BE IT RESOLVED:**

1. The Lake Odessa Village Council approves the attached proclamation recognizing Arbor Day and the holding of a tree planting ceremony on Tuesday, April 22, 2025 at 10:00 am at the Lake Odessa Municipal Beach on Jordan Lake Street.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED** \_\_\_\_\_.

**Dated:** April 21, 2025

\_\_\_\_\_  
**Kathy Forman, Village Clerk/Treasurer**

## **ARBOR DAY PROCLAMATION**

### **VILLAGE OF LAKE ODESSA**

In 1872, Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and along with the planting more than one million trees, Nebraska observed the first Arbor Day.

Since then, Arbor Day has been observed not only throughout our nation, but throughout the world.

The importance of trees and the benefits we enjoy from them are numerous/ They include the following:

1. Trees provide shade that helps reduce the cost of cooling our homes.
2. Trees clean the air and produce oxygen.
3. Trees provide food and shelter for wildlife of all kinds.
4. Trees also add value to our homes, property, and beautify our community.
5. Trees are a renewable resource.

We are here today to celebrate all that trees bring to our community.

For the past 39 years the Village of Lake Odessa has been recognized by the National Arbor Day Foundation and holds the distinction of being a Tree City USA.

The Village of Lake Odessa understands the importance of a healthy and vibrant urban forest and hereby pledges to continue with such programs as tree planting, tree maintenance, and public education so as to ensure the health of our urban forest.

We plant trees for future generations, so that they may enjoy the same benefits from trees as we do today and hope that they will continue on the path set in front of us by Sterling Morton over 150 years ago.

Therefore, I, Karen Banks, President of the Village of Lake Odessa, do hereby proclaim Tuesday, April 22, 2025 as Arbor Day in the Village of Lake Odessa, and dedicate the planting of this Norwegian Sunset Maple tree to the continued goals of renewing our urban forest and providing for the wellbeing of future generations.

\_\_\_\_\_ Date: \_\_\_\_\_

Karen Banks, President  
Village of Lake Odessa

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

Trustee \_\_\_\_\_, supported by Trustee \_\_\_\_\_, moved to adopt the following resolution:

**RESOLUTION NO. 2025-19**

**ACCEPTING PROPOSAL FROM THE  
MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL  
FOR INSURANCE COVERAGE EFFECTIVE JUNE 1, 2025**

**WHEREAS**, the Village has been provided liability and property insurance coverage through the Michigan Municipal League Liability and Property Pool since 2006 and has found the coverage to meet its needs and to be cost effective; and

**WHEREAS**, the Pool has provided a proposal dated April 9, 2025, for renewal of said insurance coverage effective June 1, 2025, with a premium of \$34,596, an increase of \$1726 over the premium for the prior year; and

**WHEREAS**, Village officials believe that it is in the Village's interests to accept the proposal;

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Council hereby accepts the proposal of the Michigan Municipal League Liability and Property Pool dated April 9, 2025.

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**RESOLUTION DECLARED ADOPTED.**

**Dated:** April 21, 2025

---

**Kathy Forman, Village Clerk**



michigan municipal league

# Liability & Property Pool

Renewal Proposal

for the

## **Village of Lake Odessa**

Presented By:

Diane Jones  
MML Liability & Property Pool  
(616) 304-0739

April 9, 2025

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***This proposal is intended to be only a summary of coverages and services. For specific details on coverage terms and conditions, please refer to the Michigan Municipal League Liability and Property Pool coverage document.***



# Executive Overview

---

The Michigan Municipal League Liability and Property Pool has been a stable source of comprehensive municipal insurance and risk management services since 1982. It is financially secure and positioned for long-term stability.

The **Village of Lake Odessa** has been a Pool member since **2006**.

The Pool staff is made up of municipal insurance experts. Municipal risk management is our only business, and we're proud of it!

The Pool provides insurance coverage designed specifically for Michigan municipal exposures, combined with a package of loss control programs, claims administration, legal defense and membership services that you won't find anywhere else in Michigan.

This quotation is based on the limits of coverage requested by the **Village of Lake Odessa**. Higher limits may be available, subject to underwriting review by Pool Management. Please submit requests for higher limits in writing to your Account Executive. Your request will be considered by Pool Management.

The insurance and related services described more fully in this proposal are being offered to the **Village of Lake Odessa** for an annual premium of **\$34,596**. When compared to last year's premium cost of \$32,870, it represents a premium increase of \$1,726. **The following exposure, rate, and coverage limit changes are reflected in this renewal quote:**

- \$90 Michigan Catastrophic Claims Assessment (MCCA) per vehicle (was \$122/vehicle for 2024)
- A slight increase in property and liability rates
- Police vehicles that qualify for agreed amount increased to \$68,000 for inflation guard
- One additional police officer (2 - 2024 to 3 – 2025)
- One less automobile (10 - 2024 to 9 – 2025)
- \$310,258 total property values increase for underwriting inflation guard (\$7,921,645 - 2024 to \$8,231,902 - 2025)

In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for Members renewing in 2025. **The Village of Lake Odessa's portion of the dividend return is \$2,655.** The Village of Lake Odessa will receive this dividend in the month following payment of your 2025 renewal premium.

Thank you for being a Pool member. We look forward to servicing your risk management program for many years to come.

## **Our Mission**

**To be a long-term, stable, cost-effective risk management alternative for members of the Michigan Municipal League Liability and Property Pool.**

## **Introduction**

---

### ***What You Can Expect Of Us***

- ✓ A commitment to learn, understand and respond to your insurance needs;
- ✓ Continuous planning and innovation in product development and service delivery;
- ✓ Products that meet your needs in terms of price, coverage and service;
- ✓ Prompt, accurate, and courteous response to your questions, problems and claims; and
- ✓ Knowledgeable and professional staff serving your needs consistently and with integrity.

### ***Your Pool Insures More Than . . .***

- |                                |                                    |
|--------------------------------|------------------------------------|
| ✓ 452 Public Entity Members    | ✓ 173 Water Utilities              |
| ✓ 145 Fire Departments         | ✓ 243 Sewer Utilities              |
| ✓ 185 Law Enforcement Agencies | ✓ 16 Municipal Marinas             |
| ✓ 2,295 Police Officers        | ✓ \$6.7 Billion of Property Values |
| ✓ 7,694 Vehicles               | ✓ 21 Dams                          |
| ✓ 18 Electric Utilities        |                                    |



## Coverage and Cost Summary Village Of Lake Odessa

Effective 06-01-2025 to 06-01-2026

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$5,000,000	N/A	\$0
MML235 Milepost CH-120.12	\$5,000,000	N/A	\$0
Sewer Back-Up Sublimit	No Coverage	N/A	N/A
Personal Injury Liability (Coverage B)	\$5,000,000	N/A	\$0
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$5,000,000	N/A	\$0
Law Enforcement Liability (Coverages A, B, and D)	\$5,000,000	N/A	\$0
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0
Fire Legal Liability	\$100,000	N/A	N/A
Cyber Liability & Data Breach Response	\$100,000	\$100,000	See Declaration
Dam Liability	No Coverage	N/A	N/A
Marina Operator Liability	No Coverage	N/A	N/A
Uninsured/Underinsured Motorists Coverage	\$100,000	N/A	\$0
Automobile Liability (Coverages A and B)	\$5,000,000	N/A	\$0

# Vehicles	Comp	Coll
9	\$250	\$250

Agreed Amount, if applicable 2 Vehicles for a total of \$136,000

*Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$5,000,000 regardless of the number of coverages involved in the occurrence.*

### Property

Property - Blanket Basis	\$8,231,902	N/A	\$500
Boiler and Machinery	Included	N/A	\$500
Building(s)	Included	N/A	\$500
Contents	Included	N/A	\$500
Property in the Open	Included	N/A	\$500
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	See Schedule	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
(2) Speed Boards	\$7,000	N/A	\$250
Accounts Receivable	\$100,000	N/A	\$250
Consequential Damage	\$100,000	N/A	N/A



## Coverage and Cost Summary Village Of Lake Odessa

Effective 06-01-2025 to 06-01-2026

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Contractors Equipment	\$630,680	N/A	\$250
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$69,800	N/A	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$100,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Miscellaneous Equipment Golf Carts	\$18,360	N/A	\$250
Ornamental Trees, Shrubs, Plants or Lawn	\$5,000	\$10,000	\$250
Outdoor Decorations, including Planters	\$23,525	N/A	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Radio Equipment	\$14,077	N/A	\$250
Seasonal Docking System	\$200,000	N/A	\$250
Trailers	\$1,971	N/A	\$250
Valuable Papers	\$100,000	N/A	\$250
<u>Comprehensive Crime Coverage</u>			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Computer Fraud	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Funds Transfer Fraud	\$100,000	N/A	N/A
Impersonation Fraud	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Clerk / Treasurer	\$100,000	N/A	N/A
Bond #: B Manager, President, Clerk/Treasurer with respect to USDA Rural Development Revenue Bond, Water System Improvements	\$151,000	N/A	N/A



**Coverage and Cost Summary**  
**Village Of Lake Odessa**

Effective 06-01-2025 to 06-01-2026

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Bond #: C    Treasurer with respect to Lakewood Recreation Authority	\$10,000	N/A	N/A

*Only one deductible applies to claims involving two or more property coverages.*

**The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$34,596.**

# Cyber Coverage

TOWER 1 Limit	POLICY AGGREGATE LIMIT OF LIABILITY	\$100,000	For all Damages, Claims Expenses, Penalties and PCI Fines, Expenses and Costs
	Information Security and Privacy Sublimit	\$100,000	each Claim and in the Aggregate
	Regulatory Defense and Penalties Aggregate Sublimit:	\$20,000	each Claim and in the Aggregate
	Website Media and Content Liability Aggregate Sublimit:	\$100,000	each Claim and in the Aggregate
	PCI Fines, Expenses and Costs Aggregate Sublimit:	\$10,000	each Claim and in the Aggregate
	Cyber Extortion Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate
	First Party Data Protection Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate
	First Party Network Business Interruption Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate
	Note: The above Sublimits are part of, and not in addition to, the overall Policy Aggregate Limit of Liability		
	Liability Retention Per Claim:		
	TOWER 1 Retention	All other coverages Retention:	\$0
Cyber Extortion:		\$5,000	each Extortion Threat
First Party Data Protection:		\$5,000	each Data Protection Loss
First Party Network Business Interruption:		\$5,000	each Business Interruption Loss Waiting Period: 12 hours
Limits of Coverage - Privacy Breach Response Services			
TOWER 2 Limit	Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Aggregate Sublimit:	\$50,000	per Incident and in the Aggregate
TOWER 3 Limit	Notified Individuals:	10,000	Notified Individuals in the Aggregate
	A sublimit of up to 10% of Notified Individuals residing outside the United States, which is part of and not in addition to the Notified Individuals Aggregate Limit of Coverage		
Note: The Privacy Breach Response Services Limits of Coverage are separate from and in addition to the overall Policy Aggregate Limit of Liability			
Privacy Breach Response Services Threshold/Retention (Each Incident):			
TOWER 2 Retention	Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Retention:	\$0	each Incident
TOWER 3 Retention	Notification Services/Call Center Services/Breach Resolution and Mitigation Services Threshold:	0	each Incident

## ***Your Team of Experts***



Diane Jones  
Account Executive  
(616) 304-0739



Michael J. Forster  
Pool Administrator  
(734) 669-6340



Katelyn Petracca  
248-204-6160  
(Le – Z)

Alpha Split:



Joan Opett  
248-204-8579  
(A – La)

Customer Service Representatives



Christopher Flechsig  
Liability Claims Supervisor  
(810) 844-8146



Matt Heins  
Loss Control Supervisor  
Law Enforcement Action Forum Coordinator  
(248) 791-4371



## ***Benefits of Pooling with the MML***

- ✓ Proven long-term availability and stability
- ✓ Broad coverage document written specifically for Michigan municipalities
- ✓ Services tailored to unique needs of Michigan municipalities
- ✓ Member assets controlled by an elected Board of municipal officials
- ✓ Equitable rating based on Pool experience in Michigan
- ✓ Aggressive defense strategy – positive impact on case law
- ✓ Professional, dedicated, and experienced local management, oversight and service
- ✓ Decisions made and problems resolved by a group of your peers
- ✓ Investment income and underwriting surplus used to benefit members
- ✓ Lower expenses through tax-exempt and non-profit status
- ✓ Special loss avoidance training sessions including:
  - ✓ Safety aspects of emergency vehicle operations
  - ✓ Accident investigation for supervisors
  - ✓ Confined spaces training

**The advantages of pooling can be summarized by:**

**Service + Control + Value**



### ***Village of Lake Odessa Has . . .***

- ✓ \$666,400 Annual Payroll
- ✓ \$8,231,902 of total values for real and personal property
- ✓ 3 Law enforcement officers
- ✓ 9 Vehicles
- ✓ 2 Vehicles with agreed values totaling \$136,000

### ***Increased Liability Limits***

We cannot guarantee the adequacy of any limit of liability. Due to the following factors, it may be prudent to consider higher limits:

- ✓ Increased jury awards in your jurisdiction
- ✓ Increased litigation trends
- ✓ Protection of tax base against judgments in excess of your policy limits

If you are interested in increasing your liability limits, please contact your Account Executive.

# Highlights of Coverages Provided

## Who Is Insured?

The Pool member entity, elected and appointed officials, employees and authorized volunteers, and any person officially appointed to a Board or Commission

## General Liability

In addition to standard liability coverages (bodily injury, property damage, products and completed operations) the Pool provides coverages that municipalities need on an **occurrence basis with no aggregate liability limits**:

- ✓ Liability resulting from mutual aid agreements
- ✓ Premises medical payments
- ✓ Host liquor liability
- ✓ Watercraft liability, owned less than 26' and non-owned less than 50'
- ✓ Special events **excluding** -
  - Fireworks (unless endorsed)
  - Liquor Liability
  - Mechanical Amusement Rides
- ✓ Fire legal liability for real property
- ✓ Ambulance and EMT malpractice

### **Fireworks Coverage Options: (Fireworks application must be completed before coverage is endorsed)**

1. The MML Liability & Property Pool is primary (the Member is not added as an additional insured on a pyrotechnician's coverage):

Annual Aggregate Sublimit	Additional Premium
\$500,000	Yes
\$1,000,000	Yes

2. The MML Liability & Property Pool is excess (the Member is added as an additional insured on a pyrotechnician's coverage):

**NO ADDITIONAL PREMIUM**

- ✓ Athletic participation liability
- ✓ Employee benefit liability
- ✓ Cemetery operations coverage
- ✓ Marina Operators coverage available
- ✓ Up to \$10 million in liability limits available
- ✓ Pollution coverage for Hazardous Response Teams
- ✓ Cyber Liability and Data Breach Response Coverage – as described on MMLCYD (09/17)

## General Liability Exclusions . . .

The following is a partial list of general liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution (except for Hazmat operations).
- ✓ Nuclear energy / nuclear material hazards
- ✓ Expected or intended injury
- ✓ Breach of contract
- ✓ Failure of dams (unless endorsed)
- ✓ Backup of Sewers and Drains
- ✓ Aircraft Liability – (Unless Endorsed -- Limited Coverage for Unmanned Aircraft—MML236)
- ✓ Contractual Liability
- ✓ Failure to supply utilities
- ✓ Electromagnetic radiation
- ✓ Medical malpractice for doctors and physicians
- ✓ Criminal activity--Intentional acts w/knowledge of wrongdoing

## **Cyber Liability and Data Breach Response Coverage**

- ✓ Information Security and Privacy Liability
- ✓ Privacy Breach Response Services
- ✓ Regulatory Defense and Penalties
- ✓ Website Media Content Liability
- ✓ PCI Fines, Expenses and Costs
- ✓ Cyber Extortion
- ✓ First Party Data Protection
- ✓ First Party Business Interruption

## **Public Officials Liability Coverage**

“Wrongful Acts”, including intentional acts, defined as any actual or alleged error, misstatement, act of omission, neglect or breach of duty including:

- ✓ Neglect of duty
- ✓ Zoning defense and land use litigation
- ✓ Malfeasance
- ✓ Violation of civil rights
- ✓ Discrimination
- ✓ Employment practices
- ✓ Misfeasance
- ✓ Cable TV broadcasting

## **Public Officials Liability Exclusions**

The following is a partial list of public officials’ liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution and Nuclear Energy
- ✓ Fraud, dishonesty, intentional and criminal acts
- ✓ Failure to purchase coverage or adequate coverage
- ✓ Return of governmental grants or subsidies
- ✓ Intentional acts with knowledge of wrongdoing
- ✓ Eminent domain / takings
- ✓ Illegal profit
- ✓ Labor union actions
- ✓ ERISA violations
- ✓ Backup of Sewers and Drains

## **Personal Injury & Advertising / Broadcasters Liability Coverage**

- ✓ Mental anguish and stress
- ✓ Libel, slander or defamation of character; violation of an individual’s right of privacy
- ✓ Proactive services for non-monetary damage claims

## **Police Professional Liability Coverage**

Police Professional Liability coverage is contained within the General Liability and Public Official Liability Coverage Parts

- ✓ Discrimination
- ✓ Violation of civil rights
- ✓ Jail operations
- ✓ False arrest, detention or imprisonment, or malicious prosecution
- ✓ Wrongful entry or eviction or other invasion of the right of private occupancy
- ✓ Assault or battery
- ✓ Improper service of suit
- ✓ Coverage assumes officers act with intent

## Property Coverage

In addition to covering buildings, contents and personal property, the Pool provides:

- ✓ Blanket coverage -- All member-owned property insured (unless specifically excluded)
- ✓ Coverage based on ownership rather than on a “schedule on file” avoids coverage gaps due to errors or oversight
- ✓ Property of others in custody of the Member for which the Member has an obligation to provide coverage
- ✓ Boiler & Machinery coverage, including Boiler certification inspections
- ✓ Replacement Cost or Actual Cash Value available
- ✓ Fungal Pathogens (Mold) Limited Coverage
- ✓ Demolition/increased cost of construction
- ✓ No coinsurance
- ✓ Valuable papers
- ✓ Loss of Rents
- ✓ Property in the open
- ✓ Extra expense
- ✓ Expediting expense

## Property Exclusions

The following is a partial list of property coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Nuclear reaction/ contamination
- ✓ War
- ✓ Cyber Risk
- ✓ Fungal Pathogens (Mold) excess of sub-limit
- ✓ Failure to supply utilities
- ✓ Transmission Lines and Poles
- ✓ Dishonest acts
- ✓ Acts of Terrorism excess of Pool's Aggregate Sublimit -- MMLC TR (9/1/10)
- ✓ Wear and tear
- ✓ Computer failures/ viruses

**Only one deductible applies to claims involving two or more property coverages.**

## **Comprehensive Crime Coverage**

- ✓ Employee Dishonesty/ Faithful Performance of Duty coverage provided on a blanket basis
- ✓ Loss Inside the Premises
- ✓ Loss Outside the Premises
- ✓ Money Orders/ Counterfeit Currency
- ✓ Depositors Forgery
- ✓ Position Fidelity Bonds
- ✓ Computer Fraud
- ✓ Funds Transfer Fraud

## **Automobile Coverage Highlights**

### **What Is Covered?**

Coverage is afforded while operating land motor vehicles, trailers or semi-trailers designed for travel on public roads.

### **Auto Coverages Provided**

- ✓ Michigan No-Fault Coverage, includes mini-tort coverage for no extra charge
- ✓ Excess protection for use of personal automobile for municipal business
- ✓ Uninsured motorist for municipally owned vehicles
- ✓ Underinsured motorists
- ✓ Non-owned and hired auto
- ✓ Comprehensive - actual cash value basis
- ✓ Collision - actual cash value basis
- ✓ Volunteer firefighter auto accident liability coverage
- ✓ Agreed value coverage for emergency vehicles is available
- ✓ Fire or Rescue Vehicle Rental Reimbursement Coverage

# Pool Risk Management Services

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- ✓ Review and service of all municipal insurance matters
- ✓ Public entity experts address various liability issues
- ✓ Aggressive, member-oriented defense strategy
- ✓ Former police officials address law enforcement risks
- ✓ Physical inspection by municipal loss control consultants
- ✓ Law enforcement risk control programs (LEAF and LERC)
- ✓ Property appraisal services available

## **Online Services**

[www.mml.org](http://www.mml.org) (click on the *Insurance* button) – offers Pool members an outstanding resource for municipal risk management information and self-help tools in one attractive, simple-to-navigate location. File a claim online. Download your renewal application. Request a loss control service visit. E-mail us a question. Other services available online:

- ✓ Online Forms (including Sewer Backup Sample Documents)
- ✓ Risk Resources:
  - ✓ Risk Control Solutions
  - ✓ Safety & Health Manual
  - ✓ Risk Management is Good Management Program
  - ✓ Law Enforcement Newsletters
  - ✓ Access to Lezage – online training system, 24/7 access, no additional charge
- ✓ MML Pool Audited Financial Statements
- ✓ Intergovernmental Contract
- ✓ Board of Directors, Pool Administrator and Staff Profiles and Contact Information

# Membership Responsibilities

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Membership in the Michigan Municipal League Liability and Property Pool provides numerous benefits. Likewise, individual members have certain responsibilities to the other members, which are detailed in the Intergovernmental Contract. The following is a summary of the membership responsibilities. Please refer to the Intergovernmental Contract, Articles 5 and 6, for more information.

- ✓ If a Member intends to leave the Pool, the Member must send a written notice to the Pool at least 60 days prior to its next renewal date.
- ✓ A Member must pay its premium when due. The Pool must give each member 20 days written notice of intent to terminate membership for nonpayment of premium. Payment of premium before the 20 days notice is effective will entitle the Member to reinstatement.
- ✓ Members must maintain membership or associate membership status in the Michigan Municipal League.
- ✓ A Member will allow attorneys employed by the Pool to represent the Member in defense of any claim made against the Member within the scope of coverage provided by the Pool. A Member will cooperate with the assigned attorneys, claims adjusters, service company or other agents of the Pool relating to the defense of claims for which the Pool is providing coverage.
- ✓ A Member will follow loss reduction and prevention measures established by the Pool.
- ✓ A Member will report to the Pool as promptly as possible all incidents that the Member reasonably believes may result in a claim against the Member.

## Gregg Guetschow

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**From:** Laurel Steward  
**Sent:** Thursday, January 30, 2025 5:57 PM  
**To:** Karen Banks  
**Cc:** Gregg Guetschow  
**Subject:** Re: Parking Inquiry

Thank you so much, Karren!

Gregg, hoping you're having a great time out of office and looking forward to hearing from you.

Kindly,  
Laurel Steward

On Jan 29, 2025, at 1:36 PM, Karen Banks <president@lakeodessa.org> wrote:

Laurel:

Thank you for reaching out. Nice to hear from you. I'm referring your inquiry to Gregg Guetschow, the Village Manager, for reply. I understand that he is out of the office for the rest of this week, so it may be next week before you hear from him.

Wishing you and yours all the best for 2025!

Karen Banks, President  
Village of Lake Odessa  
839 Fourth Avenue  
Lake Odessa, MI 48849  
269-838-9863

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**From:** Laurel Steward  
**Sent:** Tuesday, January 28, 2025 5:53 AM  
**To:** Karen Banks <president@lakeodessa.org>  
**Subject:** Parking Inquiry

Hello Karen,  
I hope your new year is off to a great start! Wishing you a happy and healthy 2025.

I am reaching out to you but unsure if you're the person to connect with about parking and the barriers on the side of the road between the old bistro and the hair salon. They've been there for some time now and are a hinderance.

When I am a visitor at the hair salon or going to get donuts from Meyers, I've ran into a challenge of finding parking several times. The bistro has been closed for some time and I was wondering if the village plans to move those barriers now so we, the public, can use those spaces? They are unused and are prime spots for access to several businesses right there in the heart of Main Street. I don't



believe any one business owns spots in the village to claim but if I am wrong, please let me know so I can better understand the village's rules on businesses owning parking spots.

Thank you for considering opening these up so our town, and several visitors from out of town, feel welcome and have additional spaces to use, especially with an unused building.

Kindly,  
Laurel Steward