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## **AGENDA**

### **REGULAR MEETING OF THE LAKE ORION VILLAGE COUNCIL**

**Monday, March 11, 2024**

**7:30 PM**

**Lake Orion Village Hall Council Chambers**

**21 East Church Street**

**LAKE ORION, MI 48362**

**(248) 693-8391 ext. 102**

**ADDRESSING THE VILLAGE COUNCIL:** Each person wishing to address the village council shall be afforded an opportunity to do so. If you wish to comment, please stand or raise a hand to indicate that you wish to speak. When recognized, give your name and address and direct your comments to the Chair.

**1. Call to Order**      7:30 PM

**2. Pledge of Allegiance**

**3. Roll Call and Determination of Quorum**

**4. Presentations**

**5. Call to the Public**

**6. Consent Agenda**

All items on the Consent Agenda are approved by one vote.

1. Receive and File 02/26/24 Correspondence from George Dandalides Re: Capital Improvement Plan
2. Approval of Village Council Special Meeting Minutes of February 26, 2024
3. Approval of Village Council Regular Meeting Minutes of February 26, 2024
4. Receive and File February 2024 Police Department Activity Report

**7. Approval of Agenda**

*By order of the President/Chair, no matters will be discussed after 10:30 p.m., unless council/board/commission votes to continue the meeting.*

**8. Public Hearings**

**9. Agenda Items for Consideration**

*A. Financial Matters*

1. Financial Statements - February 2024
2. Invoice Approval - March 11, 2024

*B. Other Items*

1. Introduction of Amendment to Village Code Section 130.001 - Garage Sale Permit Fees
2. Police Dispatch Services Agreement Renewal
3. Appointments to DDA Executive Director and Assistant Executive Director Positions
4. Green's Park Schedule and Fees and Boat Dock Fees
5. Schedule FY 2024-25 Goal Setting Work Session
6. Village Manager Annual Performance Evaluation

**10. Call to the Public**

**11. Council Comments**

**12. Village Manager Comments**

**13. Closed Session Items**

1. Personnel Matter - Section 8(1)(A) of Michigan Open Meetings Act - MCL 15.268(1)(A)

**14. Reconvene to Open Session**

**15. Business From Closed Session**

**16. Adjournment**

*In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the Village, at least three (3) business days in advance of the meeting, if requesting accommodations. The Village of Lake Orion will provide foreign language or hearing impaired interpretation services for those individuals who contact the village to request such services at least seven (7) days prior to the meeting.*

*En el espíritu de la observancia de la Ley de Estadounidenses con Discapacidades, las personas con discapacidad debe sentirse libre para ponerse en contacto con el pueblo, por lo menos tres (3) días hábiles de antelación a la fecha de la reunión, si se solicitan alojamiento. El municipio de Lake Orion proporcionará idioma extranjero o personas con problemas de*



## VILLAGE COUNCIL MEETING AGENDA

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*audición servicios de interpretación para las personas que se ponen en contacto con el pueblo de solicitar dichos servicios con no menos de siete (7) días antes de la reunión.*



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Receive and File 02/26/24 Correspondence from George Dandalides Re: Capital Improvement Plan

**BACKGROUND BRIEF:**

Council is being requested to receive and file the correspondence from George Dandalides dated February 26, 2024, regarding the capital improvement plan. Council received hard copies of the letter at your February 26, 2024, special meeting.

The correspondence is attached.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

None

**FINANCIAL IMPACT:**

None

**RECOMMENDED MOTION:**

To receive and file the correspondence from George Dandalides dated February 26, 2024, regarding the capital improvement plan.

**ATTACHMENTS:**

George Dandalides Letter to council regarding CIP - 2-26-2024

**Date:** February 26, 2024

**To:** Lake Orion Village Council Members  
Darwin McClary, Village Manager  
Sonja Stout, Village Clerk/Finance Manager

**From:** George Dandalides, Vice Chairman, Lake Orion Planning Commission

**Subject:** Comments on Proposed CIP – Special Council Meeting February 26, 2024

I am unable to attend tonight's council special meeting to discuss the draft 2023-2030 Capital Improvement Plan and wanted to communicate my observations and comments in advance since I will not be able to voice them live.

The following are my observations:

- The totals on the summary sheet (Packet page 3) do not match. The total CIP by department is \$16,550,590, by funding source is \$16,400,590, leaving a shortfall of \$150,000. I believe this is a result of the sidewalk CIP (Packet page 16) not being rolled up completely into the funding source total.
- I don't see any reference to the 2022 PASER Evaluation Report dated July 2022 as presented by the Village Engineer at the Village Council regular meeting on April 10 of last year. This report detailed by road segment in the village roads in need of repair with priority. I don't recall the estimated funding requirements, but I would think it needs to be incorporated into the overall CIP for the village.
- The funding sources for the sanitary sewer system CIP (Packet page 18) do not correspond to the numbers presented to Village Council at the January 8, 2024 regular meeting.
  - Two phasing plans were presented at the January 8 meeting, and council approved the 3 year phasing plan, yet the CIP shows the bulk of the funding sourced in FY-23-24. Why would the village want to issue bonds (and pay interest on those bonds) two and three years prior to the funding needs? Phase 1 (2024 CY) requirements are best case \$1.75 million, worst case \$3.5 million, both well under the \$7.6 million funding sourced in that year.
  - The funding source in FY23-24 includes \$2.285 million from the Oakland County Critical Infrastructure. Is that known to be available as "money in the bank", so to speak, or is that not yet guaranteed? If it is guaranteed, that helps reinforce my previous bullet.
  - The total projected cost presented in the January 8 meeting was \$9.1 million, yet the project is funded at \$8.1 million (Packet pages 3 and 18), a shortfall of \$1 million. Where is that being funded?
- The CIP shows total funding from Grants at \$7.53 million, nearly half of the total \$16.5 million required. The success of the CIP is clearly dependent on this grant money coming through. What is the fallback plan if those monies don't materialize? We have experience from this past year where we planned on grant money coming through that didn't; we need to have a contingency plan (at least as a consideration) I would think.
- The CIP shows total funding from the issuance of \$6.3 million in bonds. The village has a limited availability of total bond outlay (credit limit), \$5 million was committed in 2023 for the Lumber Yard Project. What is the credit limit for the village, can it handle the additional \$6.3 million in the CIP, and can it absorb any of the shortfall that might be seen from grant money not coming through as planned? (see my previous bullet)

Thanks in advance for your consideration.

George Dandalides

Vice Chairman, Lake Orion Village Planning Commission

Attachment: George Dandalides Letter to council regarding CIP - 2-26-2024 (6613 : Receive and File 02/26/24 Correspondence from George



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Approval of Village Council Special Meeting Minutes of February 26, 2024

**BACKGROUND BRIEF:**

**RECOMMENDED MOTION:** To approve the February 26, 2024 Special meeting minutes as presented.

**ATTACHMENTS:**

2024.02.26 special meeting minutes draft



## MINUTES

### SPECIAL MEETING OF THE LAKE ORION VILLAGE COUNCIL

Monday, February 26, 2024

6:30 PM

Council Conference Room

21 East Church Street

LAKE ORION, MI 48362

(248) 693-8391 ext. 102

#### I. Call to Order

The Monday, February 26, 2024 Special Meeting of the Lake Orion Village Council was called to order in the Council Conference Room located in the 21 East Church Street, Lake Orion, MI 48362 by Clerk Sonja Stout at 6:30 PM.

#### II. Roll Call and Determination of Quorum

Attendee Name	Organization	Title	Status	Arrived
Jerry Narsh	Village of Lake Orion	President	Excused	
Teresa L Rutt	Village of Lake Orion	President Pro Tem	Excused	
Carl Cyrowski	Village of Lake Orion	Council Member	Present	
Stan Ford	Village of Lake Orion	Council Member	Present	
Michael Lamb	Village of Lake Orion	Council Member	Present	
Nancy Moshier	Village of Lake Orion	Council Member	Present	
Kenneth VanPortfliet	Village of Lake Orion	Council Member	Present	

#### STAFF PRESENT:

- Village Manager Darwin McClary
- Village Treasurer/Clerk Sonja Stout
- DPW Director Wes Sanchez

- B. **Motion to:** appoint Ken VanPortfliet as chair of Special Meeting on February 26, 2024.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Lamb, Council Member
<b>SECONDER:</b>	Nancy Moshier, Council Member
<b>AYES:</b>	Cyrowski, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Jerry Narsh, Teresa L Rutt

- C. **Motion to:** excuse Pro Tem Rutt and President Narsh from the Special meeting on February 26, 2024.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kenneth VanPortfliet, Council Member
<b>SECONDER:</b>	Stan Ford, Council Member
<b>AYES:</b>	Cyrowski, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Jerry Narsh, Teresa L Rutt

### III. Statement by President or President Pro-Tem of Purpose of Meeting

The purpose of the Special Meeting of the Lake Orion Village Council is to review and discuss the draft 2023-2030 Capital Improvement Plan.

### IV. Public Comment

No public comments were received.

### V. Items for Consideration

1. 2023-2030 Capital Improvement Plan Preparation

Council members offered their input on the various projects that were already listed in the preliminary Capital Improvement Plan (CIP). The Village Manager stated this Capital Improvement Plan (CIP) is a preliminary report and also stated funding options and projects will be further evaluated with upcoming budget sessions. Items that can't be funded accordingly can be moved to the next fiscal year or upcoming years to accommodate funding for select projects.

## VI. Adjournment

**Motion to:** adjourn the Village Council February 26, 2024 Special meeting.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kenneth VanPortfliet, Council Member
<b>SECONDER:</b>	Carl Cyrowski, Council Member
<b>AYES:</b>	Cyrowski, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Jerry Narsh, Teresa L Rutt

The Village Council February 26, 2024, Special meeting adjourned at 7:29 PM.

\_\_\_\_\_  
Jerry Narsh  
President

\_\_\_\_\_  
Sonja Stout  
Village Clerk

Date Approved: as presented March 11, 2024.

Attachment: 2024.02.26 special meeting minutes draft (6616 : 2024-02-26 VC Special Mtg Minutes - Draft)



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Approval of Village Council Regular Meeting Minutes of February 26, 2024

**BACKGROUND BRIEF:**

**RECOMMENDED MOTION:** To approve the February 26, 2024 regular meeting minutes as presented.

**ATTACHMENTS:**

2024.02.26 regular meeting minutes draft



## MINUTES

### REGULAR MEETING OF THE LAKE ORION VILLAGE COUNCIL

Monday, February 26, 2024

7:30 PM

Lake Orion Village Hall Council Chambers

21 East Church Street

LAKE ORION, MI 48362

(248) 693-8391 ext. 102

#### 1. Call to Order

The Monday, February 26, 2024 Regular Meeting of the Lake Orion Village Council was called to order in the Lake Orion Village Hall Council Chambers located in the 21 East Church Street, Lake Orion, MI 48362 by President Jerry Narsh at 7:30 PM followed by the Pledge of Allegiance.

#### 2. Pledge of Allegiance

#### 3. Roll Call and Determination of Quorum

Attendee Name	Organization	Title	Status	Arrived
Jerry Narsh	Village of Lake Orion	President	Present	
Teresa L Rutt	Village of Lake Orion	President Pro Tem	Excused	
Carl Cyrowski	Village of Lake Orion	Council Member	Present	
Stan Ford	Village of Lake Orion	Council Member	Present	
Michael Lamb	Village of Lake Orion	Council Member	Present	
Nancy Moshier	Village of Lake Orion	Council Member	Present	
Kenneth VanPortfliet	Village of Lake Orion	Council Member	Present	

#### STAFF PRESENT:

- Village Manager Darwin McClary
- Village Clerk/Treasurer Sonja Stout
- DPW Director Wes Sanchez

**Motion to:** excuse Pro Tem Rutt from the Village Council regular meeting on February 26, 2024.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jerry Narsh, President
<b>SECONDER:</b>	Kenneth VanPortfliet, Council Member
<b>AYES:</b>	Narsh, Cyrowski, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Teresa L Rutt

#### 4. Presentations

#### 5. Call to the Public

No public comments were received.

#### 6. Consent Agenda

All items on the Consent Agenda are approved by one vote.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kenneth VanPortfliet, Council Member
<b>SECONDER:</b>	Stan Ford, Council Member
<b>AYES:</b>	Narsh, Cyrowski, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Teresa L Rutt

1. Receive and File Correspondence from George Dandalides Dated February 11, 2024

**RESOLVED:** To receive and file the correspondence from George Dandalides dated February 11, 2024, regarding hard copy planning commission meeting packets and planning commission compensation.

2. Approval of Village Council Regular Meeting Minutes of February 12, 2024

**RESOLVED:** To approve the Monday, February 12, 2024 regular meeting minutes as presented.

3. Approval of Village Council Special Meeting Minutes of February 12, 2024

**RESOLVED:** To approve the Monday, February 12, 2024 Special meeting minutes as presented.

4. DDA Board Regular Meeting Minutes - January 16, 2024

**RESOLVED:** To approve the Downtown Development Authority Board Regular meeting minutes of Tuesday, January 16, 2024.

5. DDA Board Special Meeting Minutes - January 23, 2024

**RESOLVED:** To approve the Downtown Development Authority Board Special meeting

minutes of Tuesday, January 23, 2024.

6. DDA Board Special Meeting Minutes - January 30, 2024

**RESOLVED:** To approve the Downtown Development Authority Board Special meeting minutes of Tuesday, January 30, 2024.

7. DDA Board Special Meeting Minutes - February 6, 2024

**RESOLVED:** To approve the Downtown Development Authority Board Special meeting minutes of Tuesday, February 6, 2024.

8. Director's Report

**RESOLVED:** To receive and file the DDA Executive Director's Report for February 2024.

## 7. Approval of Agenda

**Motion to:** approve the February 26, 2024 Village Council agenda.

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kenneth VanPortfliet, Council Member
<b>SECONDER:</b>	Carl Cyrowski, Council Member
<b>AYES:</b>	Narsh, Cyrowski, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Teresa L Rutt

## 8. Public Hearings

## 9. Agenda Items for Consideration

### A. Financial Matters

1. Invoice Approval - February 26, 2024

<b>RESULT:</b>	<b>ADOPTED [4 TO 2]</b>
<b>MOVER:</b>	Kenneth VanPortfliet, Council Member
<b>SECONDER:</b>	Jerry Narsh, President
<b>AYES:</b>	Jerry Narsh, Carl Cyrowski, Stan Ford, Kenneth VanPortfliet
<b>NAYS:</b>	Michael Lamb, Nancy Moshier
<b>EXCUSED:</b>	Teresa L Rutt

**RESOLVED:** To approve February 26, 2024, bills in the amount of \$119,125.55 of which \$4,977.49 are DDA Bills for a net total of \$114,148.06 are approved for payment; and to receive and file the DDA bills.

### B. Other Items

1. Extension of Intergovernmental Law Enforcement Services Contract with Orion Township

<b>RESULT:</b>	<b>FAILED [2 TO 4]</b>
<b>MOVER:</b>	Michael Lamb, Council Member
<b>SECONDER:</b>	Nancy Moshier, Council Member
<b>AYES:</b>	Michael Lamb, Nancy Moshier
<b>NAYS:</b>	Jerry Narsh, Carl Cyrowski, Stan Ford, Kenneth VanPortfliet
<b>EXCUSED:</b>	Teresa L Rutt

**RESOLVED:** To authorize the Village Manager to request from the Charter Township of Orion an extension of the Intergovernmental Law Enforcement Services Contract effective December 3, 2023, for an additional period of sixty (60) days from March 4, 2024, until May 3, 2024, and further to authorize the Village Manager to execute the agreement for extension on behalf of the Village after approval by the Village Attorney and also request the Village Manager to request from the Sheriff's department to estimate the cost of full-time police enforcement.

2. Extension of Intergovernmental Law Enforcement Services Contract with Orion Township

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kenneth VanPortfliet, Council Member
<b>SECONDER:</b>	Carl Cyrowski, Council Member
<b>AYES:</b>	Narsh, Cyrowski, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Teresa L Rutt

**RESOLVED:** To authorize the Village Manager to request from the Charter Township of Orion an extension of the Intergovernmental Law Enforcement Services Contract effective December 3, 2023, for an additional period of sixty (60) days from March 4, 2024, until May 3, 2024, and further to authorize the Village Manager to execute the agreement for extension on behalf of the Village after approval by the Village Attorney.

3. Approval to Send Police Recruits to Police Academy

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Kenneth VanPortfliet, Council Member
<b>SECONDER:</b>	Carl Cyrowski, Council Member
<b>AYES:</b>	Narsh, Cyrowski, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Teresa L Rutt

**RESOLVED:** To authorize administration to utilize the MCOLES Public Safety Academy Assistance Grant Program to recruit and train two (2) new police officers for the Lake Orion Police Department or, alternatively, for the Village to pay for academy training, with the Village and each new recruit to execute the Employed Recruit Tuition Repayment Agreement; and to authorize the Village Manager to execute all necessary documents relating to this program on behalf of the Village provided there is no legal impediment to repayment.

4. Adoption of FY 2023-24 Municipal Fee Schedule

The Municipal Fee schedule for FY 2023-2024 will go into effect immediately with the exception of the Park fees and boat passes that are contingent upon the meeting of the Parks and Recreation Advisory Committee.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Carl Cyrowski, Council Member
<b>SECONDER:</b>	Kenneth VanPortfliet, Council Member
<b>AYES:</b>	Narsh, Cyrowski, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Teresa L Rutt

**RESOLVED:** To adopt the FY 2023-24 Village of Lake Orion Municipal Fee Schedule as presented.

**10. Call to the Public**

No public comments were received.

**11. Council Comments**

Council member Cyrowski had no comment.

Council member Moshier was thankful for the agenda that was easier to follow this evening.

Council member Van Portfliet discussed the possibility of lowering the lake earlier pending the weather and DPW recommendations. He also encouraged fellow council members to attend an Oakland County Sidewalk system Maintenance Program meeting on Wednesday from 10a-11a.

He also thanked the Downtown Development Authority for getting closure on choosing a Downtown Development Director.

Council member Ford suggested fellow council members donate their compensation for meetings to other programs that could use additional funding such as Parks and Recreation and Police to name a few. He donates his compensation for Council to the Paint Creek Trail.

Council member Lamb stated that the Downtown Development Authority budget is coming up and needing Village approval and he addressed his concerns about the Downtown Development Authority upcoming budget.

President Narsh addressed some off the Downtown Development Authority budget concerns that came up during the meeting and stated that there is no additional costs to the Downtown Development Authority just rearranging the current costs. He also praised Chief Stanfield for doing a good job on recruiting despite the hard times in police enforcement.

## **12. Village Manager Comments**

Village Manager McClary thanked the council for all they do and gave an update on the following:

- Deputy Clerk/Treasurer recruitment process is moving forward, and interviews have been completed and the Village has made an offer of conditional employment to a candidate.
- CivicPlus Agenda management system project is moving forward with training and staff will undergo training in the future.
- FY 2024-25 Budget Preparation is underway. The final proposed budget will be prepared in March and submission will be to the council on April 8<sup>th</sup> regular meeting.
- The Sanitary Sewer pump station improvement project is currently underway. The Village Manager has received the proposed bond authorization resolution and contract documents and is currently reviewing documents.
- 2024 and 2025 Congressional community grant project update includes that the Village should receive approval early or mid-March. The village is currently working on the 2025 funding.
- Upcoming dates which includes meeting dates for various boards.

## **13. Closed Session Items**

## **14. Reconvene to Open Session**

## **15. Business From Closed Session**

## **16. Adjournment**

Village of Lake Orion Village Council Minutes  
Regular Meeting, Monday, February 26, 2024  
Page 7 of 7

**Motion to:** adjourn the Monday, February 26, 2024 regular meeting of the Village Council.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Carl Cyrowski, Council Member
<b>SECONDER:</b>	Kenneth VanPortfliet, Council Member
<b>AYES:</b>	Narsh, Cyrowski, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Teresa L Rutt

The Monday, February 26, 2024, regular meeting of the Lake Orion Village Council adjourned at 8:26 PM.

\_\_\_\_\_  
Jerry Narsh  
President

\_\_\_\_\_  
Sonja Stout  
Village Clerk

Date Approved: as presented March 11, 2024.

Attachment: 2024.02.26 regular meeting minutes draft (6622 : 2024-02-26 VC Reg Mtg Minutes - Draft)



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Receive and File February 2024 Police Department Activity Report

**BACKGROUND BRIEF:**

Administration is requesting that village council receive and file the monthly activity report for the Police Department.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

None

**FINANCIAL IMPACT:**

None

**RECOMMENDED MOTION:**

To receive and file the February 2024 Police Department Activity Report.

**ATTACHMENTS:**

February 2024 Police Activity Report

## CLR-060 Arrest Comparison report (LO)

CLEMIS

CLEMIS  
CLEAR

Search Criteria: (This report counts for offenses but excludes UCR status of 'Unfounded'.)

Month : February

Year : 2024

Include Officer Summary?: No

Attachment: February 2024 Police Activity Report (6626 : Receive and File February 2024 Police Department Activity Report)

## CLR-060 Arrest Comparison report (LO)

CLASS	Description	ADULT						JUVENILE					
		Feb/2024	Feb/2023	% CHG	YTD 2024	YTD 2023	% CHG	Feb/2024	Feb/2023	% CHG	YTD 2024	YTD 2023	%
1313	ASSAULT/ BATTERY/SIMPLE (INCL DOMESTIC AND POLICE OFFICER	0	0	0%	0	2	-100%	0	0	0%	0	0	
13001	NONAGGRAVATED ASSAULT	0	0	0%	0	2	-100%	0	0	0%	0	0	
3074	RETAIL FRAUD THEFT 2ND DEGREE	0	0	0%	0	1	-100%	0	0	0%	0	0	
30002	RETAIL FRAUD -THEFT	0	0	0%	0	1	-100%	0	0	0%	0	0	
	Group A Totals	0	0	0%	0	3	-100%	0	0	0%	0	0	
4801	RESISTING OFFICER	0	0	0%	0	0	0%	0	0	0%	0	0	
48000	OBSTRUCTING POLICE	0	0	0%	0	0	0%	0	0	0%	0	0	
8041	OPERATING UNDER THE INFLUENCE OF ALCOHOL / LIQUOR OWI	0	0	0%	0	2	-100%	0	0	0%	0	0	
80413	OPERATING UNDER THE INFLUENCE OF ALCOHOL / LIQUOR OWI 3RD OFFENSE	0	0	0%	0	1	-100%	0	0	0%	0	0	
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	0	0	0%	0	3	-100%	0	0	0%	0	0	
	Group B Totals	0	0	0%	0	3	-100%	0	0	0%	0	0	
C2931	DWLS OPS LICENSE SUSPENDED / REVOKED	0	0	0%	0	2	-100%	0	0	0%	0	0	
C2933	VEHICLE REGISTRATION - IMPROPER / EXPIRED	0	1	-100%	0	2	-100%	0	0	0%	0	0	
2900	TRAFFIC OFFENSES	0	1	-100%	0	4	-100%	0	0	0%	0	0	
C3020	MISDEMEANOR ARREST WARRANT (ORIGINATING AGENCY)	0	2	-100%	0	5	-100%	0	0	0%	0	0	
C3050	MISDEMEANOR ARREST WARRANT - OTHER JURISDICTION	0	1	-100%	0	3	-100%	0	0	0%	0	0	
3000	WARRANTS	0	3	-100%	0	8	-100%	0	0	0%	0	0	
	Group C Totals	0	4	-100%	0	12	-100%	0	0	0%	0	0	
	Grand Total	0	4	-100%	0	18	-100%	0	0	0%	0	0	

Attachment: February 2024 Police Activity Report (6626 : Receive and File February 2024 Police

## CLR-065 Monthly Summary Of Offenses (LO)

**CLEMIS**

**CLEMIS  
CLEAR**

Search Criteria: (This report counts for offenses but excludes UCR status of 'Unfounded'.)

Month: February

Year: 2024

Attachment: February 2024 Police Activity Report (6626 : Receive and File February 2024 Police Department Activity Report)

## CLR-065 Monthly Summary Of Offenses (LO)

CLASS	Description	Feb/2024	Feb/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Feb/2024	YTD	Feb/2023	YTD	Feb	YTD
09001	MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%	0	0	0%	0	0	0	0	0	0
09002	NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	0%	0	0	0%	0	0	0	0	0	0
09004	JUSTIFIABLE HOMICIDE	0	0	0%	0	0	0%	0	0	0	0	0	0
09005	DEATH INVOLVING USE OF FORCE BY LAW ENFORCEMENT	0	0	0%	0	0	0%	0	0	0	0	0	0
09006	IN-CUSTODY DEATH	0	0	0%	0	0	0%	0	0	0	0	0	0
10001	KIDNAPPING/ABDUCTION	0	0	0%	0	0	0%	0	0	0	0	0	0
10002	PARENTAL KIDNAPPING	0	0	0%	0	0	0%	0	0	0	0	0	0
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	0%	0	1	-100%	0	0	0	0	0	0
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
11003	SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
11004	SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
11005	SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
11006	SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
11008	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	0	0%	0	0	0%	0	0	0	0	0	0
12000	ROBBERY	0	0	0%	0	0	0%	0	0	0	0	0	0
12001	ROBBERY	0	0	0%	0	0	0%	0	0	0	0	0	0
13001	NONAGGRAVATED ASSAULT	0	0	0%	0	3	-100%	0	0	0	0	0	0
13002	AGGRAVATED/FELONIOUS ASSAULT	0	0	0%	0	1	-100%	0	0	0	0	0	0
13003	INTIMIDATION/STALKING	0	1	-100%	0	1	-100%	0	0	0	0	0	0
20000	ARSON	0	0	0%	0	0	0%	0	0	0	0	0	0
21000	EXTORTION	0	0	0%	0	0	0%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	0	0	0%	0	0	0%	0	0	0	0	0	0
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	0	0%	0	0	0%	0	0	0	0	0	0

Attachment: February 2024 Police Activity Report (6626 : Receive and File February 2024 Police

## CLR-065 Monthly Summary Of Offenses (LO)

CLASS	Description	Feb/2024	Feb/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Feb/2024	YTD	Feb/2023	YTD	Feb	YTD
23001	LARCENY -POCKETPICKING	0	0	0%	0	0	0%	0	0	0	0	0	0
23002	LARCENY -PURSES/NATCHING	0	0	0%	0	0	0%	0	0	0	0	0	0
23003	LARCENY -THEFT FROM BUILDING	1	0	0%	1	0	0%	0	0	0	0	0	0
23004	LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%	0	0	0%	0	0	0	0	0	0
23005	LARCENY -THEFT FROM MOTOR VEHICLE	0	0	0%	0	3	-100%	0	0	0	0	0	0
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	0	0	0%	0	0	0%	0	0	0	0	0	0
23007	LARCENY -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
24001	MOTOR VEHICLE THEFT	0	0	0%	0	0	0%	0	0	0	0	0	0
24002	MOTOR VEHICLE THEFT	0	0	0%	0	0	0%	0	0	0	0	0	0
24002	MOTOR VEHICLE, AS STOLEN PROPERTY	0	0	0%	0	0	0%	0	0	0	0	0	0
24003	MOTOR VEHICLE FRAUD	0	0	0%	0	0	0%	0	0	0	0	0	0
25000	FORGERY/COUNTERFEITING	0	0	0%	0	0	0%	0	0	0	0	0	0
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	0	0%	2	0	0%	0	0	0	0	0	0
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	0	0%	0	0	0%	0	0	0	0	0	0
26003	FRAUD -IMPERSONATION	0	0	0%	0	0	0%	0	0	0	0	0	0
26004	FRAUD -WELFARE FRAUD	0	0	0%	0	0	0%	0	0	0	0	0	0
26005	FRAUD -WIRE FRAUD	0	0	0%	0	0	0%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	0	0	0%	0	2	-100%	0	0	0	0	0	0
26008	FRAUD - HACKING/COMPUTER INVASION	0	0	0%	0	0	0%	0	0	0	0	0	0
27000	EMBEZZLEMENT	0	0	0%	0	0	0%	0	0	0	0	0	0
28000	STOLEN PROPERTY	0	0	0%	0	0	0%	0	0	0	0	0	0
29000	DAMAGE TO PROPERTY	0	0	0%	0	0	0%	0	0	0	0	0	0
30001	RETAIL FRAUD -MISREPRESENTATION	0	0	0%	0	0	0%	0	0	0	0	0	0
30002	RETAIL FRAUD -THEFT	0	0	0%	0	1	-100%	0	0	0	0	0	0
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%	0	0	0%	0	0	0	0	0	0
30004	ORGANIZED RETAIL FRAUD	0	0	0%	0	0	0%	0	0	0	0	0	0

Attachment: February 2024 Police Activity Report (6626 : Receive and File February 2024 Police

## CLR-065 Monthly Summary Of Offenses (LO)

CLASS	Description	Feb/2024	Feb/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Feb/2024	YTD	Feb/2023	YTD	Feb	YTD
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	0	0	0%	0	0	0%	0	0	0	0	0	0
35002	NARCOTIC EQUIPMENT VIOLATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
36001	SEXUAL PENETRATION NONFORCIBLE - BLOOD/AFFINITY	0	0	0%	0	0	0%	0	0	0	0	0	0
36002	SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
37000	OBSCENITY	0	0	0%	0	0	0%	0	0	0	0	0	0
39001	GAMBLING- BETTING/WAGERING	0	0	0%	0	0	0%	0	0	0	0	0	0
39002	GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	0%	0	0	0%	0	0	0	0	0	0
39003	GAMBLING -EQUIPMENT VIOLATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
39004	GAMBLING -SPORTS TAMPERING	0	0	0%	0	0	0%	0	0	0	0	0	0
40001	COMMERCIALIZED SEX -PROSTITUTION	0	0	0%	0	0	0%	0	0	0	0	0	0
40002	COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%	0	0	0%	0	0	0	0	0	0
40003	HUMAN TRAFFICKING - PURCHASING PROSTITUTION	0	0	0%	0	0	0%	0	0	0	0	0	0
51000	BRIBERY	0	0	0%	0	0	0%	0	0	0	0	0	0
52001	WEAPONS OFFENSE- CONCEALED	0	1	-100%	0	1	-100%	0	0	0	0	0	0
52002	WEAPONS OFFENSE -EXPLOSIVES	0	0	0%	0	0	0%	0	0	0	0	0	0
52003	WEAPONS OFFENSE -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
64001	HUMAN TRAFFICKING - COMMERCIAL SEX ACTS	0	0	0%	0	0	0%	0	0	0	0	0	0
64002	HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE	0	0	0%	0	0	0%	0	0	0	0	0	0
72000	ANIMAL CRUELTY	0	0	0%	0	0	0%	0	0	0	0	0	0
	<b>Group A Totals</b>	<b>1</b>	<b>2</b>	<b>-50%</b>	<b>3</b>	<b>13</b>	<b>-76.9%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
01000	SOVEREIGNTY	0	0	0%	0	0	0%	0	0	0	0	0	0
02000	MILITARY	0	0	0%	0	0	0%	0	0	0	0	0	0
03000	IMMIGRATION	0	0	0%	0	0	0%	0	0	0	0	0	0
09003	NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	0%	0	0	0%	0	0	0	0	0	0
14000	ABORTION	0	0	0%	0	0	0%	0	0	0	0	0	0
22003	BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	0%	0	0	0%	0	0	0	0	0	0
22004	POSSESSION OF BURGLARY TOOLS	0	0	0%	0	0	0%	0	0	0	0	0	0

Attachment: February 2024 Police Activity Report (6626 : Receive and File February 2024 Police

## CLR-065 Monthly Summary Of Offenses (LO)

CLASS	Description	Feb/2024	Feb/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Feb/2024	YTD	Feb/2023	YTD	Feb	YTD
26006	FRAUD -BAD CHECKS	0	0	0%	0	0	0%	0	0	0	0	0	0
36003	PEEPING TOM	0	0	0%	0	0	0%	0	0	0	0	0	0
36004	SEX OFFENSE -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	0	1	-100%	0	1	-100%	0	0	0	0	0	0
38002	FAMILY -NONSUPPORT	0	0	0%	0	0	0%	0	0	0	0	0	0
38003	FAMILY -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
41001	LIQUOR LICENSE -ESTABLISHMENT	0	0	0%	0	0	0%	0	0	0	0	0	0
41002	LIQUOR VIOLATIONS -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
42000	DRUNKENNESS	0	0	0%	0	0	0%	0	0	0	0	0	0
48000	OBSTRUCTING POLICE	1	0	0%	1	0	0%	0	0	0	0	0	0
49000	ESCAPE/FLIGHT	0	0	0%	0	0	0%	0	0	0	0	0	0
50000	OBSTRUCTING JUSTICE	0	1	-100%	0	1	-100%	0	0	0	0	0	0
53001	DISORDERLY CONDUCT	0	0	0%	0	0	0%	0	0	0	0	0	0
53002	PUBLIC PEACE -OTHER	0	1	-100%	0	1	-100%	0	0	0	0	0	0
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	0	0%	0	0	0%	0	0	0	0	0	0
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	0	0	0%	0	3	-100%	0	0	0	0	0	0
55000	HEALTH AND SAFETY	0	0	0%	0	0	0%	0	0	0	0	0	0
56000	CIVIL RIGHTS	0	0	0%	0	0	0%	0	0	0	0	0	0
57001	TRESPASS	3	0	0%	3	0	0%	0	0	0	0	0	0
57002	INVASION OF PRIVACY -OTHER	0	0	0%	0	0	0%	0	0	0	0	0	0
58000	SMUGGLING	0	0	0%	0	0	0%	0	0	0	0	0	0
59000	ELECTION LAWS	0	0	0%	0	0	0%	0	0	0	0	0	0
60000	ANTITRUST	0	0	0%	0	0	0%	0	0	0	0	0	0
61000	TAX/REVENUE	0	0	0%	0	0	0%	0	0	0	0	0	0
62000	CONSERVATION	0	0	0%	0	0	0%	0	0	0	0	0	0
63000	VAGRANCY	0	0	0%	0	0	0%	0	0	0	0	0	0
70000	JUVENILE RUNAWAY	0	0	0%	0	0	0%	0	0	0	0	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	0	0%	0	0	0%	0	0	0	0	0	0
75000	SOLICITATION	0	0	0%	0	0	0%	0	0	0	0	0	0

Attachment: February 2024 Police Activity Report (6626 : Receive and File February 2024 Police

## CLR-065 Monthly Summary Of Offenses (LO)

CLASS	Description	Feb/2024	Feb/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Feb/2024	YTD	Feb/2023	YTD	Feb	YTD
77000	CONSPIRACY (ALL CRIMES)	0	0	0%	0	0	0%	0	0	0	0	0	0
	<b>Group B Totals</b>	<b>4</b>	<b>3</b>	<b>33.33%</b>	<b>4</b>	<b>6</b>	<b>-33.3%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2800	JUVENILE OFFENSES AND COMPLAINTS	1	0	0%	1	1	0%	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	1	3	-66.6%	2	13	-84.6%	0	0	0	0	0	0
3000	WARRANTS	0	4	-100%	0	13	-100%	0	0	0	0	0	0
3100	TRAFFIC CRASHES	5	5	0%	22	18	22.22%	0	0	0	0	0	0
3200	SICK / INJURY COMPLAINT	4	9	-55.5%	12	18	-33.3%	0	0	0	0	0	0
3300	MISCELLANEOUS COMPLAINTS	32	93	-65.5%	121	174	-30.4%	0	0	0	0	0	0
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%	0	0	0%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	37	99	-62.6%	147	209	-29.6%	0	0	0	0	0	0
3600	SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	0%	0	0	0%	0	0	0	0	0	0
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	9	20	-55%	103	33	212.1%	0	0	0	0	0	0
3800	ANIMAL COMPLAINTS	0	0	0%	0	2	-100%	0	0	0	0	0	0
3900	ALARMS	2	11	-81.8%	14	12	16.66%	0	0	0	0	0	0
	SICK / INJURY COMPLAINT	0	0	0%	0	0	0%	0	0	0	0	0	0
	NON - CRIMINAL COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
	TRAFFIC CRASHES	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS TRAFFIC COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
	ALARMS	0	0	0%	0	0	0%	0	0	0	0	0	0
	ANIMAL COMPLAINTS	0	0	0%	0	0	0%	0	0	0	0	0	0
	TRAFFIC OFFENSES	0	0	0%	0	0	0%	0	0	0	0	0	0
	<b>Group C Totals</b>	<b>91</b>	<b>244</b>	<b>-62.7%</b>	<b>422</b>	<b>493</b>	<b>-14.4%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
2700	LOCAL ORDINANCES - GENERIC	0	0	0%	0	0	0%	0	0	0	0	0	0
2700	LOCAL ORDINANCES - GENERIC	0	0	0%	0	0	0%	0	0	0	0	0	0
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	6	71	-91.5%	7	148	-95.2%	0	0	0	0	0	0
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	3	22	-86.3%	3	33	-90.9%	0	0	0	0	0	0
4200	PARKING CITATIONS	0	7	-100%	1	22	-95.4%	0	0	0	0	0	0
4300	LICENSE / TITLE / REGISTRATION CITATIONS	0	3	-100%	0	10	-100%	0	0	0	0	0	0

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# CLR-065 Monthly Summary Of Offenses (LO)

CLASS	Description	Feb/2024	Feb/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Feb/2024	YTD	Feb/2023	YTD	Feb	YTD
4400	WATERCRAFT CITATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
4500	MISCELLANEOUS A THROUGH UUUU	0	0	0%	0	0	0%	0	0	0	0	0	0
4600	LIQUOR CITATIONS / SUMMONS	0	0	0%	0	0	0%	0	0	0	0	0	0
4700	COMMERCIAL VEHICLE CITATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
4800	LOCAL ORDINANCE WARNINGS	0	0	0%	0	0	0%	0	0	0	0	0	0
4900	TRAFFIC WARNINGS	0	0	0%	0	0	0%	0	0	0	0	0	0
	LOCAL ORDINANCES - GENERIC	0	0	0%	0	0	0%	0	0	0	0	0	0
	WATERCRAFT CITATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS A THROUGH UUUU	0	0	0%	0	0	0%	0	0	0	0	0	0
	TRAFFIC WARNINGS	0	0	0%	0	0	0%	0	0	0	0	0	0
	<b>Group D Totals</b>	<b>9</b>	<b>103</b>	<b>-91.2%</b>	<b>11</b>	<b>213</b>	<b>-94.8%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5000	FIRE CLASSIFICATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
	FIRE CLASSIFICATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
	18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%	0	0	0%	0	0	0	0	0	0
	<b>Group E Totals</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6000	MISCELLANEOUS ACTIVITIES (6000)	0	0	0%	0	2	-100%	0	0	0	0	0	0
6100	MISCELLANEOUS ACTIVITIES (6100)	0	0	0%	0	0	0%	0	0	0	0	0	0
6200	ARREST ASSIST	0	0	0%	0	0	0%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
6500	CRIME PREVENTION ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
6600	COURT / WARRANT ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
6700	INVESTIGATIVE ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS ACTIVITIES (6100)	0	0	0%	0	0	0%	0	0	0	0	0	0
	CANINE ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
	MISCELLANEOUS ACTIVITIES (6000)	0	0	0%	0	0	0%	0	0	0	0	0	0
	INVESTIGATIVE ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
	COURT / WARRANT ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0

Attachment: February 2024 Police Activity Report (6626 : Receive and File February 2024 Police

## CLR-065 Monthly Summary Of Offenses (LO)

CLASS	Description	Feb/2024	Feb/2023	% CHG	YTD 2024	YTD 2023	% CHG	ADULT		JUV		Total	
								Feb/2024	YTD	Feb/2023	YTD	Feb	YTD
	Group F Totals	0	0	0%	0	2	-100%	0	0	0	0	0	0
8000	MISCELLANEOUS DEALER ACTIVITIES	0	0	0%	0	0	0%	0	0	0	0	0	0
	Group I Totals	0	0	0%	0	0	0%	0	0	0	0	0	0
	Totals for all Groups	105	352	-70.1%	440	727	-39.4%	0	0	0	0	0	0

Attachment: February 2024 Police Activity Report (6626 : Receive and File February 2024 Police

	Citation Nu	Issue Date	Issued By	Issued By I	Citation Ty	LPN	LPN State	Plate Type	VIN	Vehicle Ma	Vehicle Mo	Vehicle Col
1	68460266	2/9/2024	Jeff Ward	Badge# 916	Parked Left	DUX4616	MI	PASSENGER		Chrysler	Town and C	Grey
2	68336608	2/2/2024	Jeff Ward	Badge# 916	No Parking	KBB	MI	PASSENGER		Tesla	Other	White

Zone	Zone Num	Location	Space	Payment St	Appeal Stat	Amount Du	Appeal Dat	Appeal Dec	Base Amou	Original Fe	Penalty Fe	Adjustmen
Zone A - Dc	48360			Paid	Not Appeal	\$20.00			\$15.00	\$15.00	\$0.00	\$0.00
Zone B - All	48361			Paid	Not Appeal	\$20.00			\$15.00	\$15.00	\$0.00	\$0.00

Amount Pa	Payment B. Raw	Void S	Citation St	Ordinance	Contact Fir	Contact La	Contact Ad	Contact Ad	Contact Cit	Contact St	Contact Zip	Contact Err
\$5.00												
\$5.00					Kristy	Brouwer	236 Park Island Dr		Lake Orion MI		48362	kristybrouw

Contact Ph Number	of Number of Is	Skeleton	Skeleton R	Citation So	Officer Cod	Officer Nur	Sent to Col	Is Warning	Boot Citati	Tow Citatic	Handicap C
	0	0 No		Passport	916	916 No	No	No	No	No	No
8.11E+09	1	0 No		Passport	916	916 No	No	No	No	No	No

Has Harves	In Void	Qu	On Scofflav	Is From Ch	Number of Hold	Place	Hold	Lifted	Tags	Notes
No	No	No	No		1					
No	No	No	No		1					PARKED IN FIRE LANE

# Lake Orion Police Monthly Ordinance Report

MONTH: February 2024					
Item:	Hammond	Ward			Total
Vehicles Checked	2	6			8
Vehicles Tagged		2			2
Vehicles Towed					0
Abandoned Vehicle Tickets	1				1
Finger Prints	1	1			2
Ticketed Ordinance Violations					0
Junk/ garbage Investigated		2			2
Ordinance Warnings	1				1
Tall Grass/Weeds Violations					0
Zoning Issues	1				1
Handicap Parking Tickets					0
Other Parking Tickets		2			2
Snow/ Snow Removal Violations					0
Property Maintenance/ Inspections					0
Sign Violations		4			4
Vehicle Lockouts					0
<b>TOTAL:</b>	<b>6</b>	<b>17</b>			<b>23</b>
Hours Worked	59	91			150
Hours in HUD District (CDBG)	3	20			23

Lake Orion Police Department

Reserve Officer rs

February 24



	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	Feb Total	YTD
COMMAND STAFF																															
Cmdr BAUER		2		2					3																					7	18
Asst Cmdr TRENZI																															3
Sgt AIELLO																											2	1	3	9	
Sgt ROHRBORN																															3
Sgt HAMMOND	3	3		9					5																					20	23
RESERVE OFFICERS																															
Ofc CAMPO																1							1							2	7
Ofc DREW																															
Ofc DUNHAM																															
Ofc ISAACSON																															
Ofc KUCHENMEISTER																															
Ofc MAZZOLA																															
Ofc MIRKU																															
Ofc RUFFINI																															
Ofc WARD																															
Ofc WOLFF																															
Ofc MIHACSI		2					3	2	2					3							2	5	3							22	46
Ofc STALKER																															
Ofc SERRAIOCO																															
Ofc STALKER																															
Ofc RYAN HAMMOND																															
February Total																															
February Total	3	7		11			3	2	10					3		1					2	5	4					2	1	54	109

Attachment: February 2024 Police Activity Report (6626 : Receive and File February 2024 Police



Lake Orion Police Department  
Reserve Officer Hours Donated  
Council YTD 2024

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
RESERVE COMMAND STAFF													
Cmdr BAUER	11	7											18
Asst Cmdr TERENCE	3												3
Sgt AIELLO	6	3											9
Sgt ROHRBORN	3												3
Sgt HAMMOND	3	20											23
RESERVE OFFICERS													
Ofc CAMPO	5	2											7
Ofc DREW													
Ofc DUNHAM													
Ofc ISAACSON													
Ofc KUCHENMEISTER													
Ofc MAZZOLA													
Ofc MIRKU													
Ofc RUFFINI													
Ofc WARD													
Ofc WOLFF													
Ofc MIHACSI	24	22											46
Ofc STALKER													
Ofc SERRAIOCO													
Ofc STALKER													
Ofc RYAN HAMMOND													
TOTAL RESERVE SUPPORT HOURS													
Month Total	55	54											
YTD Total													109

	Medical leave
	Attending Reserve Academy
	Suspended



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Financial Statements - February 2024

**BACKGROUND BRIEF:** Attached are Financial Statements for February 2024 for your review.

**RECOMMENDED MOTION:** To receive and file the financial reports for February 2024.

**ATTACHMENTS:**

February 2024 R&E

February balance sheet

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 101 - GENERAL FUND						
Revenues						
Dept 000 - REVENUE						
101-000-402-000	Current Real Property Taxes	1,282,734.00	1,304,535.99	16,899.14	(21,801.99)	101.70
101-000-405-000	Property Tax - Personal	30,000.00	1,410.68	0.00	28,589.32	4.70
101-000-406-000	In Lieu of Taxes	37,000.00	38,912.63	0.00	(1,912.63)	105.17
101-000-412-000	Property Tax - DPPT P/Y & C/Y	0.00	7.13	0.00	(7.13)	100.00
101-000-439-000	State Grant-Adult Use Marijuana	45,000.00	59,086.35	59,086.35	(14,086.35)	131.30
101-000-441-000	Local Community Stabilization Share Tax	1,000.00	0.00	0.00	1,000.00	0.00
101-000-445-000	Penalties & Interest on Taxes	4,000.00	3,581.34	1,669.90	418.66	89.53
101-000-460-000	Dog License Revenue	100.00	0.00	0.00	100.00	0.00
101-000-476-000	Buisness Licenses and Permits	10,000.00	10,000.00	0.00	0.00	100.00
101-000-528-100	Federal Grants Other - State CRLGG	0.00	0.00	0.00	0.00	0.00
101-000-528-200	Federal Grants Other - County CARES	0.00	0.00	0.00	0.00	0.00
101-000-547-000	State Grant - Other	0.00	0.00	0.00	0.00	0.00
101-000-567-000	STATE GRANTS- MRE REVENUE	0.00	0.00	0.00	0.00	0.00
101-000-574-000	State Grants- State Shared Revenue	300,000.00	176,102.00	54,727.00	123,898.00	58.70
101-000-574-003	State Shared Relief Assistance	0.00	0.00	0.00	0.00	0.00
101-000-576-000	METRO (Act 48) Revenue	10,000.00	0.00	0.00	10,000.00	0.00
101-000-607-000	Fees	25,000.00	141,130.00	1,035.00	(116,130.00)	564.52
101-000-634-000	Cemetery Opening/Closing Rev	0.00	0.00	0.00	0.00	0.00
101-000-636-000	Cemetery Foundations	0.00	0.00	0.00	0.00	0.00
101-000-640-000	Garbage Collection Fees	213,200.00	85,864.61	1,596.90	127,335.39	40.27
101-000-643-000	Cemetery Lot Sale	0.00	0.00	0.00	0.00	0.00
101-000-653-000	Park Fees	10,000.00	10,206.36	0.00	(206.36)	102.06
101-000-655-000	Boat Dock Pass Fees	15,000.00	300.00	0.00	14,700.00	2.00
101-000-664-000	Interest Earnings	4,000.00	8,878.47	454.06	(4,878.47)	221.96
101-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
101-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
101-000-675-000	Donations	0.00	0.00	0.00	0.00	0.00
101-000-676-248	Reimbursement - Admin Fee - DDA	72,800.00	46,666.64	5,833.33	26,133.36	64.10
101-000-676-395	Trnsf from Road Debt Fund	0.00	0.00	0.00	0.00	0.00
101-000-676-592	Reimbursement -Admin Fee - W&S	121,400.00	80,912.00	10,114.00	40,488.00	66.65
101-000-679-000	Reimbursements-Worker's Comp	0.00	0.00	0.00	0.00	0.00
101-000-681-000	Reimb - Insurance Claims	0.00	0.00	0.00	0.00	0.00
101-000-682-000	Reimbursement-CDBG	0.00	39,303.00	0.00	(39,303.00)	100.00
101-000-682-001	Reimburse - NSP	0.00	0.00	0.00	0.00	0.00
101-000-683-000	Reimbursements-Other	0.00	17.12	0.00	(17.12)	100.00
101-000-683-248	Reimbursement- DDA	0.00	0.00	0.00	0.00	0.00
101-000-689-000	Reimburse Insurance Dividends	0.00	5,896.00	0.00	(5,896.00)	100.00
101-000-694-000	Miscellaneous	2,500.00	(1,020.56)	(151.74)	3,520.56	(40.82)
101-000-699-202	Interfund Transfer in - Major Streets	0.00	0.00	0.00	0.00	0.00
101-000-699-203	Interfund Transfer In - Local Streets	0.00	0.00	0.00	0.00	0.00
101-000-699-248	Interfund Transfer In - DDA	0.00	0.00	0.00	0.00	0.00
101-000-699-592	Transfers Water Sewer	0.00	0.00	0.00	0.00	0.00
101-000-699-711	Transfers Cemetery	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		2,183,734.00	2,011,789.76	151,263.94	171,944.24	92.13
TOTAL REVENUES		2,183,734.00	2,011,789.76	151,263.94	171,944.24	92.13

## Expenditures

Dept 101 - VILLAGE COUNCIL

101-101-701-000	Wages - Council	2,500.00	1,113.69	0.00	1,386.31	
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PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 101 - GENERAL FUND						
Expenditures						
101-101-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
101-101-715-000	Social Security	192.00	86.58	0.00	105.42	45.09
101-101-956-000	Dues & Miscellaneous	120.00	0.00	0.00	120.00	0.00
101-101-957-000	Education & Training	1,800.00	0.00	0.00	1,800.00	0.00
101-101-960-000	Mileage	0.00	0.00	0.00	0.00	0.00
Total Dept 101 - VILLAGE COUNCIL		4,612.00	1,200.27	0.00	3,411.73	26.02
Dept 171 - VILLAGE MANAGER						
101-171-701-000	Wages	91,052.00	66,727.55	(1,132.70)	24,324.45	73.29
101-171-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
101-171-715-000	Social Security	7,533.00	5,516.35	556.36	2,016.65	73.23
101-171-716-000	Health Insurance- Medical	6,000.00	3,010.35	3,000.00	2,989.65	50.17
101-171-717-000	Life & Disability Insurance	1,035.00	668.28	82.20	366.72	64.57
101-171-718-000	Dental Insurance	0.00	1.72	0.00	(1.72)	100.00
101-171-719-000	Pension	13,260.00	9,639.87	1,144.02	3,620.13	72.70
101-171-721-000	Vision Care	0.00	8.95	0.00	(8.95)	100.00
101-171-956-000	Dues & Miscellaneous	1,250.00	1,104.88	0.00	145.12	88.39
101-171-957-000	Education & Training	3,500.00	610.00	0.00	2,890.00	17.43
101-171-960-000	Mileage	7,500.00	3,660.46	3,660.46	3,839.54	48.81
101-171-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 171 - VILLAGE MANAGER		131,130.00	90,948.41	7,310.34	40,181.59	69.36
Dept 215 - VILLAGE CLERK						
101-215-701-000	Wages	70,395.00	54,133.24	0.00	16,261.76	76.90
101-215-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
101-215-702-000	Wages Part Time	0.00	0.00	0.00	0.00	0.00
101-215-715-000	Social Security	5,386.00	4,141.19	0.00	1,244.81	76.89
101-215-716-000	Health Insurance- Medical	12,400.00	5,597.72	(914.64)	6,802.28	45.14
101-215-717-000	Life & Disability Insurance	900.00	305.23	(110.88)	594.77	33.91
101-215-718-000	Dental Insurance	680.00	264.98	(42.85)	415.02	38.97
101-215-719-000	Pension	6,300.00	3,330.63	0.00	2,969.37	52.87
101-215-721-000	Vision Care	125.00	54.87	(8.95)	70.13	43.90
101-215-727-000	Supplies	450.00	376.58	0.00	73.42	83.68
101-215-727-001	Election Supplies	15,633.00	15,632.49	15,632.49	0.51	100.00
101-215-801-000	Contractual Services	10,000.00	7,053.61	2,127.31	2,946.39	70.54
101-215-900-000	Printing and Publication	4,000.00	363.10	220.70	3,636.90	9.08
101-215-956-000	Dues & Miscellaneous	500.00	0.00	0.00	500.00	0.00
101-215-957-000	Education & Training	1,500.00	0.00	0.00	1,500.00	0.00
101-215-960-000	Mileage	100.00	0.00	0.00	100.00	0.00
101-215-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 215 - VILLAGE CLERK		128,369.00	91,253.64	16,903.18	37,115.36	71.09
Dept 228 - Information Technology						
101-228-801-000	Contractual Services	29,000.00	25,735.98	2,422.00	3,264.02	88.74
101-228-931-000	Repair & Maintenance-Equipment	3,000.00	2,534.56	0.00	465.44	84.49
101-228-957-000	Education & Training	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 228 - Information Technology		32,000.00	28,270.54	2,422.00	3,729.46	88.35
Dept 253 - TREASURER						
101-253-701-000	Wages - Treasurer	74,500.00	44,752.43	2,730.76	29,747.57	60.07
101-253-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
101-253-702-000	Wages Part Time	57,943.00	41,388.03	5,064.16	16,554.97	71.43
101-253-702-001	Overtime Wages	0.00	0.00	0.00	0.00	0.00
101-253-715-000	Social Security	9,974.00	6,589.75	825.82	3,384.25	66.07
101-253-716-000	Health Insurance- Medical	23,230.00	3,000.00	3,000.00	20,230.00	12.91
101-253-717-000	Life & Disability Insurance	1,785.00	856.92	97.30	928.08	48.01
101-253-718-000	Dental Insurance	566.00	387.91	42.85	178.09	68.54
101-253-719-000	Pension	4,630.00	1,469.17	808.77	3,160.83	31.73
101-253-721-000	Vision Care	124.00	80.55	8.95	43.45	64.96
101-253-801-000	Contractual Services	10,080.00	189.74	0.00	9,890.26	1.88
101-253-956-000	Dues & Miscellaneous	150.00	0.00	0.00	150.00	0.00
101-253-957-000	Education & Training	3,000.00	703.85	0.00	2,296.15	23.46
101-253-960-000	Mileage	350.00	87.77	0.00	262.23	25.08
Total Dept 253 - TREASURER		186,332.00	99,506.12	12,578.61	86,825.88	53.40
Dept 255 - COMMUNITY DEVELOPMENT						
101-255-882-000	Women's Survival	0.00	0.00	0.00	0.00	0.00
101-255-930-000	NSP - Repair and Maintenance	0.00	0.00	0.00	0.00	0.00
101-255-956-000	NSP - Miscellaneous	0.00	0.00	0.00	0.00	0.00
101-255-971-000	NSP - Property Acquisition	0.00	0.00	0.00	0.00	0.00
101-255-975-001	Sidewalks	0.00	0.00	0.00	0.00	0.00
101-255-975-002	Street Trees	0.00	0.00	0.00	0.00	0.00
101-255-975-003	Storm Drains	0.00	0.00	0.00	0.00	0.00
101-255-975-004	Meeks Park Bridge Project	0.00	0.00	0.00	0.00	0.00
Total Dept 255 - COMMUNITY DEVELOPMENT		0.00	0.00	0.00	0.00	0.00
Dept 260 - GENERAL ACTIVITIES						
101-260-701-000	Wages	43,919.00	31,220.80	3,673.60	12,698.20	71.09
101-260-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
101-260-702-000	Wages Part Time	17,813.00	6,246.16	367.36	11,566.84	35.07
101-260-702-001	Overtime Wages	0.00	0.00	0.00	0.00	0.00
101-260-702-002	Wages Part Time Clerk	0.00	0.00	0.00	0.00	0.00
101-260-702-003	Wages-Parks	0.00	0.00	0.00	0.00	0.00
101-260-702-004	Stipends-Interns	0.00	0.00	0.00	0.00	0.00
101-260-715-000	Social Security	4,753.00	2,770.48	293.83	1,982.52	58.29
101-260-716-000	Health Insurance- Medical	9,976.00	6,839.08	738.42	3,136.92	68.56
101-260-716-001	Health Insurance-Retirees	13,200.00	7,744.65	856.19	5,455.35	58.67
101-260-716-002	Retiree Health 115 Trust	10,000.00	0.00	0.00	10,000.00	0.00
101-260-717-000	Life & Disability Insurance	847.00	469.65	65.87	377.35	55.45
101-260-718-000	Dental Insurance	690.00	350.68	42.85	339.32	50.82
101-260-719-000	Pension	87,125.00	61,726.76	7,512.08	25,398.24	70.85
101-260-721-000	Vision Care	124.00	72.76	8.95	51.24	58.68
101-260-722-000	Worker's Comp. Insurance	4,203.00	1,008.72	336.24	3,194.28	24.00
101-260-722-001	Workers Comp-Elected/Lifeguard	100.00	0.00	0.00	100.00	0.00
101-260-727-000	Supplies	8,797.00	4,210.03	152.23	4,587.80	52.09

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 101 - GENERAL FUND						
Expenditures						
101-260-727-001	Election Supplies	0.00	0.00	0.00	0.00	0.00
101-260-727-019	OFFICE SUPPLIES-COVID	0.00	0.00	0.00	0.00	0.00
101-260-728-000	Cleaning Supplies	1,300.00	351.04	0.00	948.96	27.00
101-260-729-000	Postage	5,000.00	2,071.21	17.36	2,928.79	41.42
101-260-730-000	Copier Lease	8,320.00	2,998.25	399.01	5,321.75	36.04
101-260-801-000	Contractual Services	100.00	0.00	0.00	100.00	0.00
101-260-823-000	Website/Software	7,000.00	4,653.18	8.71	2,346.82	66.47
101-260-830-000	Solid Waste Collection	213,200.00	168,400.34	42,285.20	44,799.66	78.99
101-260-851-000	Telephone	9,500.00	4,811.63	1,170.35	4,688.37	50.65
101-260-900-000	Printing and Publication	500.00	150.00	0.00	350.00	30.00
101-260-920-000	Utilities	31,500.00	15,259.74	1,774.27	16,240.26	48.44
101-260-921-000	Municipal Street Lighting	42,000.00	26,844.93	4,185.64	15,155.07	63.92
101-260-922-000	Repair & Mtn-Lights	0.00	0.00	0.00	0.00	0.00
101-260-930-000	Repair and Maintenance	24,000.00	10,030.04	596.93	13,969.96	41.79
101-260-930-001	Building Renovation	7,000.00	4,509.00	0.00	2,491.00	64.41
101-260-931-000	Repair & Maintenance-Equipment	2,500.00	2,181.47	0.00	318.53	87.26
101-260-956-000	Dues & Miscellaneous	10,600.00	11,806.47	33.97	(1,206.47)	111.38
101-260-961-000	Tax Tribunal Refunds	0.00	0.00	0.00	0.00	0.00
101-260-977-000	Capital Outlay	3,500.00	1,341.00	0.00	2,159.00	38.31
Total Dept 260 - GENERAL ACTIVITIES		567,567.00	378,068.07	64,519.06	189,498.93	66.61
Dept 721 - PLANNING AND ZONING						
101-721-702-000	Wages Part Time	0.00	227.82	0.00	(227.82)	100.00
101-721-715-000	Social Security	0.00	17.45	0.00	(17.45)	100.00
101-721-716-000	Health Insurance- Medical	0.00	0.00	0.00	0.00	0.00
101-721-717-000	Life & Disability Insurance	0.00	0.00	0.00	0.00	0.00
101-721-718-000	Dental Insurance	0.00	0.00	0.00	0.00	0.00
101-721-719-000	Pension	0.00	0.00	0.00	0.00	0.00
101-721-726-000	Supplies	500.00	48.34	0.00	451.66	9.67
101-721-801-000	Contractual Services	10,000.00	630.00	260.00	9,370.00	6.30
101-721-829-000	Planner Services	47,250.00	29,240.00	5,040.00	18,010.00	61.88
101-721-832-000	Planner Retainer	0.00	0.00	0.00	0.00	0.00
101-721-832-001	Planner-Other Services	4,000.00	1,500.00	1,200.00	2,500.00	37.50
101-721-840-000	Planner - Retainer	11,000.00	7,000.00	1,300.00	4,000.00	63.64
101-721-863-000	Travel Expense	0.00	0.00	0.00	0.00	0.00
101-721-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
101-721-957-000	Education & Training	2,500.00	0.00	0.00	2,500.00	0.00
101-721-960-000	Mileage	0.00	0.00	0.00	0.00	0.00
Total Dept 721 - PLANNING AND ZONING		75,250.00	38,663.61	7,800.00	36,586.39	51.38
Dept 751 - PARKS AND RECREATION						
101-751-702-001	Overtime Wages	300.00	0.00	0.00	300.00	0.00
101-751-708-000	Wages - Lifeguards	21,630.00	17,623.41	0.00	4,006.59	81.48
101-751-715-000	Social Security	1,957.00	1,348.17	0.00	608.83	68.89
101-751-726-000	Supplies	4,000.00	564.41	0.00	3,435.59	14.11
101-751-801-000	Contractual Services	3,000.00	299.97	0.00	2,700.03	10.00
101-751-806-000	Engineering	3,000.00	0.00	0.00	3,000.00	0.00
101-751-829-000	Planner Services	0.00	0.00	0.00	0.00	0.00
101-751-850-000	Telephone - Green's Park	0.00	0.00	0.00		

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 101 - GENERAL FUND						
Expenditures						
101-751-920-000	Utilities	1,100.00	779.71	0.00	320.29	70.88
101-751-931-000	Repair/Maint - Equipment	500.00	398.63	0.00	101.37	79.73
101-751-932-000	Repair/Maint - Grounds	6,000.00	5,043.76	0.00	956.24	84.06
101-751-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
101-751-977-000	Capital Outlay	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 751 - PARKS AND RECREATION		46,487.00	26,058.06	0.00	20,428.94	56.05
Dept 851 - INSURANCE AND BONDS						
101-851-911-000	Insurance Coverage	74,000.00	70,143.00	0.00	3,857.00	94.79
Total Dept 851 - INSURANCE AND BONDS		74,000.00	70,143.00	0.00	3,857.00	94.79
Dept 880 - CONTRACT SERV - LEAGAL/ACCTING/ENGINEER						
101-880-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
101-880-805-000	Audit Fees	4,000.00	4,860.50	1,567.50	(860.50)	121.51
101-880-806-000	Engineering	10,000.00	10,435.00	3,045.50	(435.00)	104.35
101-880-810-000	Legal Service Retainer	0.00	0.00	0.00	0.00	0.00
101-880-811-000	Legal Services - Other	45,000.00	15,616.00	2,137.00	29,384.00	34.70
101-880-812-000	Legal Services - Labor	600.00	0.00	0.00	600.00	0.00
101-880-814-000	OPEB Valuation	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 880 - CONTRACT SERV - LEAGAL/ACCTING/ENGINEER		63,600.00	30,911.50	6,750.00	32,688.50	48.60
Dept 964 - TRANSFERS OUT						
101-964-965-125	Transfers DPW	456,819.00	300,000.00	37,500.00	156,819.00	65.67
101-964-965-202	Transfers Major Streets	0.00	0.00	0.00	0.00	0.00
101-964-965-203	Transfer Out - Local Streets	0.00	0.00	0.00	0.00	0.00
101-964-965-207	Transfers Police	400,000.00	42,000.00	0.00	358,000.00	10.50
101-964-965-231	Transfer to Parking Fund	0.00	0.00	0.00	0.00	0.00
101-964-965-398	Transfer Out - N Shore Bridge Debt Serv	0.00	0.00	0.00	0.00	0.00
101-964-965-401	Transfer to Capital Imp Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 964 - TRANSFERS OUT		856,819.00	342,000.00	37,500.00	514,819.00	39.92
TOTAL EXPENDITURES		2,166,166.00	1,197,023.22	155,783.19	969,142.78	55.26
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,183,734.00	2,011,789.76	151,263.94	171,944.24	92.13
TOTAL EXPENDITURES		2,166,166.00	1,197,023.22	155,783.19	969,142.78	55.26
NET OF REVENUES & EXPENDITURES		17,568.00	814,766.54	(4,519.25)	(797,198.54)	4,637.79
BEG. FUND BALANCE		864,895.51	864,895.51			
END FUND BALANCE		882,463.51	1,679,662.05			

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION  
PERIOD ENDING 02/29/2024  
% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 151 - CEMETERY TRUST FUND						
Revenues						
Dept 000 - REVENUE						
151-000-643-000	Lot Sales	19,200.00	4,700.00	0.00	14,500.00	24.48
151-000-664-000	Interest Earned	1,050.00	1,017.12	6.23	32.88	96.87
151-000-664-001	Interest - Interfund Advances	0.00	3,253.25	0.00	(3,253.25)	100.00
151-000-694-000	Miscellaneous	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		20,250.00	8,970.37	6.23	11,279.63	44.30
TOTAL REVENUES		20,250.00	8,970.37	6.23	11,279.63	44.30
Expenditures						
Dept 276 - CEMETERY						
151-276-965-000	Transfer to DPW Fund	0.00	0.00	0.00	0.00	0.00
151-276-965-125	Transfer to DPW Fund	5,250.00	3,500.00	437.50	1,750.00	66.67
151-276-977-000	Capital Outlay	60,000.00	60,000.00	0.00	0.00	100.00
Total Dept 276 - CEMETERY		65,250.00	63,500.00	437.50	1,750.00	97.32
TOTAL EXPENDITURES		65,250.00	63,500.00	437.50	1,750.00	97.32
Fund 151 - CEMETERY TRUST FUND:						
TOTAL REVENUES		20,250.00	8,970.37	6.23	11,279.63	44.30
TOTAL EXPENDITURES		65,250.00	63,500.00	437.50	1,750.00	97.32
NET OF REVENUES & EXPENDITURES		(45,000.00)	(54,529.63)	(431.27)	9,529.63	121.18
BEG. FUND BALANCE		367,198.37	367,198.37			
END FUND BALANCE		322,198.37	312,668.74			

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 202 - MAJOR STREET FUND						
Revenues						
Dept 000 - REVENUE						
202-000-546-000	State Grant - Highway and Streets	228,000.00	97,394.40	0.00	130,605.60	42.72
202-000-547-000	State Grant - Other	0.00	0.00	0.00	0.00	0.00
202-000-664-000	Interest Earnings	1,200.00	3,296.48	10.38	(2,096.48)	274.71
202-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
202-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
202-000-694-000	Miscellaneous	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		229,200.00	100,690.88	10.38	128,509.12	43.93
TOTAL REVENUES		229,200.00	100,690.88	10.38	128,509.12	43.93
Expenditures						
Dept 260 - GENERAL ACTIVITIES						
202-260-722-000	Worker's Comp. Insurance	1,575.00	1,260.90	420.30	314.10	80.06
202-260-801-000	Contractual Services	10,500.00	3,591.00	3,591.00	6,909.00	34.20
202-260-805-000	Audit Fees	1,000.00	559.00	190.00	441.00	55.90
202-260-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
202-260-965-203	Transfer Out - Local Streets	68,000.00	45,333.36	5,666.67	22,666.64	66.67
Total Dept 260 - GENERAL ACTIVITIES		81,075.00	50,744.26	9,867.97	30,330.74	62.59
Dept 463 - ROUTINE MAINTENANCE						
202-463-701-000	Wages	12,978.00	9,479.71	1,885.94	3,498.29	73.04
202-463-701-013	Overtime	1,100.00	566.07	113.85	533.93	51.46
202-463-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
202-463-715-000	Social Security	1,076.00	768.48	153.00	307.52	71.42
202-463-716-000	Health Insurance- Medical	3,200.00	2,292.14	602.10	907.86	71.63
202-463-717-000	Life & Disability Insurance	158.00	114.28	31.38	43.72	72.33
202-463-718-000	Dental Insurance	400.00	231.49	60.69	168.51	57.87
202-463-719-000	Pension	2,363.00	1,750.07	352.61	612.93	74.06
202-463-721-000	Vision Care	74.00	41.24	10.92	32.76	55.73
202-463-726-000	Supplies	2,000.00	714.49	654.54	1,285.51	35.72
202-463-801-000	Contractual Services	8,300.00	8,142.59	1,045.94	157.41	98.10
202-463-940-000	Equipment Rental	16,800.00	11,342.82	2,236.89	5,457.18	67.52
202-463-977-000	Capital Outlay	14,648.00	0.00	0.00	14,648.00	0.00
Total Dept 463 - ROUTINE MAINTENANCE		63,097.00	35,443.38	7,147.86	27,653.62	56.17
Dept 474 - TRAFFIC SERVICES						
202-474-701-000	Wages	2,704.00	295.03	50.60	2,408.97	10.91
202-474-701-013	OVERTIME	300.00	0.00	0.00	300.00	0.00
202-474-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
202-474-715-000	Social Security	232.00	22.57	3.87	209.43	9.73
202-474-716-000	Health Insurance- Medical	1,000.00	79.30	20.84	920.70	7.93
202-474-717-000	Life & Disability Insurance	60.00	2.67	1.25	57.33	4.45
202-474-718-000	Dental Insurance	200.00	7.61	1.80	192.39	3.81
202-474-719-000	Pension	804.00	656.27	132.23	147.73	81.63
202-474-721-000	Vision Care	20.00	1.41	0.34	18.59	7.05
202-474-726-000	Supplies	8,400.00	768.98	75.90	7,631.02	9.15

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 202 - MAJOR STREET FUND						
Expenditures						
202-474-801-000	Contractual Services	5,000.00	1,438.47	1,243.42	3,561.53	28.77
202-474-940-000	Equipment Rental	2,500.00	188.80	112.30	2,311.20	7.55
202-474-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 474 - TRAFFIC SERVICES		21,220.00	3,461.11	1,642.55	17,758.89	16.31
Dept 478 - WINTER MAINTENANCE						
202-478-701-000	Wages	6,489.00	2,915.98	606.20	3,573.02	44.94
202-478-701-013	Overtime	6,300.00	1,555.45	163.95	4,744.55	24.69
202-478-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
202-478-715-000	Social Security	993.00	342.05	58.91	650.95	34.45
202-478-716-000	Health Insurance- Medical	2,000.00	432.85	191.99	1,567.15	21.64
202-478-717-000	Life & Disability Insurance	125.00	34.83	12.59	90.17	27.86
202-478-718-000	Dental Insurance	300.00	83.79	30.43	216.21	27.93
202-478-719-000	Pension	5,000.00	3,500.13	705.22	1,499.87	70.00
202-478-721-000	Vision Care	37.00	14.62	5.35	22.38	39.51
202-478-726-000	Supplies	12,600.00	6,296.26	0.00	6,303.74	49.97
202-478-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
202-478-940-000	Equipment Rental	6,300.00	3,403.08	916.45	2,896.92	54.02
202-478-977-000	Capital Outlay	29,352.00	29,352.00	0.00	0.00	100.00
Total Dept 478 - WINTER MAINTENANCE		69,496.00	47,931.04	2,691.09	21,564.96	68.97
Dept 875 - CONSTRUCTION						
202-875-806-000	Engineering	3,150.00	0.00	0.00	3,150.00	0.00
202-875-940-000	Equipment Rental	0.00	0.00	0.00	0.00	0.00
Total Dept 875 - CONSTRUCTION		3,150.00	0.00	0.00	3,150.00	0.00
TOTAL EXPENDITURES		238,038.00	137,579.79	21,349.47	100,458.21	57.80
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		229,200.00	100,690.88	10.38	128,509.12	43.93
TOTAL EXPENDITURES		238,038.00	137,579.79	21,349.47	100,458.21	57.80
NET OF REVENUES & EXPENDITURES		(8,838.00)	(36,888.91)	(21,339.09)	28,050.91	417.39
BEG. FUND BALANCE		484,628.42	484,628.42			
END FUND BALANCE		475,790.42	447,739.51			

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION  
PERIOD ENDING 02/29/2024  
% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 203 - LOCAL STREET FUND						
Revenues						
Dept 000 - REVENUE						
203-000-546-000	State Grant - Highway and Streets	101,000.00	42,397.14	0.00	58,602.86	41.98
203-000-547-000	State Grant - Other	0.00	0.00	0.00	0.00	0.00
203-000-664-000	Interest Earnings	200.00	490.67	7.62	(290.67)	245.34
203-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
203-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
203-000-694-000	Miscellaneous	5,300.00	8,326.68	0.00	(3,026.68)	157.11
203-000-699-202	Interfund Transfer in - Major Streets	68,000.00	45,333.36	5,666.67	22,666.64	66.67
Total Dept 000 - REVENUE		174,500.00	96,547.85	5,674.29	77,952.15	55.33
TOTAL REVENUES		174,500.00	96,547.85	5,674.29	77,952.15	55.33
Expenditures						
Dept 260 - GENERAL ACTIVITIES						
203-260-722-000	Worker's Comp. Insurance	1,281.00	1,260.90	420.30	20.10	98.43
203-260-801-000	Contractual Services	10,500.00	370.00	320.50	10,130.00	3.52
203-260-805-000	Audit Fees	924.00	458.50	142.50	465.50	49.62
203-260-965-398	Transfer Out - N Shore Bridge Debt Serv	0.00	0.00	0.00	0.00	0.00
Total Dept 260 - GENERAL ACTIVITIES		12,705.00	2,089.40	883.30	10,615.60	16.45
Dept 463 - ROUTINE MAINTENANCE						
203-463-701-000	Wages	37,853.00	19,644.28	2,620.71	18,208.72	51.90
203-463-701-013	OVERTIME	5,775.00	749.64	151.80	5,025.36	12.98
203-463-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
203-463-715-000	Social Security	3,729.00	1,560.08	212.09	2,168.92	41.84
203-463-716-000	Health Insurance- Medical	7,700.00	5,038.32	919.00	2,661.68	65.43
203-463-717-000	Life & Disability Insurance	700.00	249.32	40.00	450.68	35.62
203-463-718-000	Dental Insurance	1,470.00	428.79	72.10	1,041.21	29.17
203-463-719-000	Pension	4,242.00	3,281.38	661.15	960.62	77.35
203-463-721-000	Vision Care	273.00	77.20	13.15	195.80	28.28
203-463-726-000	Supplies	1,260.00	580.62	0.00	679.38	46.08
203-463-801-000	Contractual Services	9,850.00	10,062.37	3,137.81	(212.37)	102.16
203-463-806-000	Engineering	0.00	150.00	0.00	(150.00)	100.00
203-463-940-000	Equipment Rental	22,000.00	18,978.65	3,035.61	3,021.35	86.27
203-463-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 463 - ROUTINE MAINTENANCE		94,852.00	60,800.65	10,863.42	34,051.35	64.10
Dept 474 - TRAFFIC SERVICES						
203-474-701-000	Wages	5,150.00	680.31	0.00	4,469.69	13.21
203-474-701-013	Overtime	300.00	32.39	0.00	267.61	10.80
203-474-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
203-474-715-000	Social Security	418.00	54.51	0.00	363.49	13.04
203-474-716-000	Health Insurance- Medical	525.00	100.77	0.00	424.23	19.19
203-474-717-000	Life & Disability Insurance	63.00	3.22	0.00	59.78	5.11
203-474-718-000	Dental Insurance	105.00	6.37	0.00	98.63	6.07
203-474-719-000	Pension	915.00	875.05	176.31	39.95	95.63
203-474-721-000	Vision Care	16.00	1.14	0.00		

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 203 - LOCAL STREET FUND						
Expenditures						
203-474-726-000	Supplies	5,250.00	1,618.86	260.40	3,631.14	30.84
203-474-940-000	Equipment Rental	2,730.00	280.50	0.00	2,449.50	10.27
Total Dept 474 - TRAFFIC SERVICES		15,472.00	3,653.12	436.71	11,818.88	23.61
Dept 478 - WINTER MAINTENANCE						
203-478-701-000	Wages	14,060.00	7,397.71	1,913.97	6,662.29	52.62
203-478-701-013	Overtime	8,400.00	3,128.84	472.11	5,271.16	37.25
203-478-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
203-478-715-000	Social Security	1,572.00	805.28	182.55	766.72	51.23
203-478-716-000	Health Insurance- Medical	4,400.00	1,061.17	895.98	3,338.83	24.12
203-478-717-000	Life & Disability Insurance	231.00	60.85	40.12	170.15	26.34
203-478-718-000	Dental Insurance	315.00	119.67	70.57	195.33	37.99
203-478-719-000	Pension	6,095.00	4,156.41	837.45	1,938.59	68.19
203-478-721-000	Vision Care	63.00	21.41	12.91	41.59	33.98
203-478-726-000	Supplies	14,700.00	8,457.22	93.03	6,242.78	57.53
203-478-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
203-478-940-000	Equipment Rental	6,349.00	8,475.65	1,965.09	(2,126.65)	133.50
203-478-977-000	Capital Outlay	5,000.00	5,000.00	0.00	0.00	100.00
Total Dept 478 - WINTER MAINTENANCE		61,185.00	38,684.21	6,483.78	22,500.79	63.22
Dept 875 - CONSTRUCTION						
203-875-726-000	Supplies	0.00	0.00	0.00	0.00	0.00
203-875-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 875 - CONSTRUCTION		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		184,214.00	105,227.38	18,667.21	78,986.62	57.12
Fund 203 - LOCAL STREET FUND:						
TOTAL REVENUES		174,500.00	96,547.85	5,674.29	77,952.15	55.33
TOTAL EXPENDITURES		184,214.00	105,227.38	18,667.21	78,986.62	57.12
NET OF REVENUES & EXPENDITURES		(9,714.00)	(8,679.53)	(12,992.92)	(1,034.47)	89.35
BEG. FUND BALANCE		83,506.80	83,506.80			
END FUND BALANCE		73,792.80	74,827.27			

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 207 - POLICE FUND						
Revenues						
Dept 000 - REVENUE						
207-000-404-001	Property Tax - Police Millage	379,036.00	385,471.00	4,993.46	(6,435.00)	101.70
207-000-406-000	In Lieu of Taxes	3,600.00	0.00	0.00	3,600.00	0.00
207-000-408-000	Property Tax - PA 78 Senior & Disabled H	0.00	0.00	0.00	0.00	0.00
207-000-412-000	Property Tax - DPPT P/Y & C/Y	0.00	0.00	0.00	0.00	0.00
207-000-445-000	Penalties & Interest on Taxes	0.00	0.00	0.00	0.00	0.00
207-000-451-000	Liquor License Fees	21,000.00	8,884.15	0.00	12,115.85	42.31
207-000-480-000	Services Provided - DDA	105,040.00	70,026.64	8,753.33	35,013.36	66.67
207-000-528-200	Federal Grants Other - County CARES	0.00	0.00	0.00	0.00	0.00
207-000-541-000	PA 302/32 MJTC Fund	1,000.00	949.80	0.00	50.20	94.98
207-000-564-001	PA 32 Revenue	0.00	0.00	0.00	0.00	0.00
207-000-564-100	PA 32 - Training	1,000.00	0.00	0.00	1,000.00	0.00
207-000-661-000	Parking Fines	5,000.00	2,547.69	52.21	2,452.31	50.95
207-000-662-000	Court Penal Fines	70,000.00	23,593.14	0.00	46,406.86	33.70
207-000-663-000	Drug Forfeiture	0.00	0.00	0.00	0.00	0.00
207-000-663-001	Forfeitures	0.00	0.00	0.00	0.00	0.00
207-000-664-000	Interest Earnings	1,650.00	2,773.46	24.43	(1,123.46)	168.09
207-000-671-999	Appropriation from Fund Balance	0.00	0.00	0.00	0.00	0.00
207-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
207-000-674-101	Transfer from General Fund	400,000.00	42,000.00	0.00	358,000.00	10.50
207-000-683-000	Reimbursements-Other	3,000.00	0.00	0.00	3,000.00	0.00
207-000-684-000	Reimburse - OUIL	5,000.00	0.00	0.00	5,000.00	0.00
207-000-694-000	Miscellaneous Revenue	6,000.00	2,802.19	227.75	3,197.81	46.70
207-000-694-001	DRIVING WHILE LIC SUSPENDED	0.00	150.00	0.00	(150.00)	100.00
207-000-695-000	Loan Proceeds	0.00	0.00	0.00	0.00	0.00
207-000-697-000	Vehicle Leases	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		1,001,326.00	539,198.07	14,051.18	462,127.93	53.85
TOTAL REVENUES		1,001,326.00	539,198.07	14,051.18	462,127.93	53.85
Expenditures						
Dept 301 - POLICE/SHERIFF/CONSTABLE						
207-301-701-000	Wages-Chief	87,500.00	57,000.34	10,125.18	30,499.66	65.14
207-301-701-001	Wages	194,515.00	87,883.54	1,149.10	106,631.46	45.18
207-301-701-013	Overtime	14,000.00	40,065.46	1,971.55	(26,065.46)	286.18
207-301-701-019	Wages Covid	0.00	0.00	0.00	0.00	0.00
207-301-702-000	Wages Part Time	61,800.00	12,516.99	315.51	49,283.01	20.25
207-301-702-001	Overtime Wages	12,000.00	2,399.37	76.23	9,600.63	19.99
207-301-702-002	Wages Part Time Clerk	4,120.00	3,334.85	0.00	785.15	80.94
207-301-702-013	OVERTIME	0.00	1,529.87	229.44	(1,529.87)	100.00
207-301-703-000	Wages - Clerk	45,056.00	30,718.45	3,587.20	14,337.55	68.18
207-301-703-001	Overtime Clerk FT	500.00	133.56	0.00	366.44	26.71
207-301-709-000	Wages - Marine Unit	3,605.00	1,219.68	0.00	2,385.32	33.83
207-301-709-013	Overtime	300.00	0.00	0.00	300.00	0.00
207-301-711-000	Wages - CMV Enforcement	1,545.00	381.15	0.00	1,163.85	24.67
207-301-711-013	Overtime	150.00	0.00	0.00	150.00	0.00
207-301-712-000	Wages - Ordinance Enforcement	28,840.00	24,963.54	3,366.48	3,876.46	86.56
207-301-712-001	Overtime Code Enforcement	500.00	0.00	0.00	500.00	0.00
207-301-712-013	Overtime	0.00	857.81	0.00	(857.81)	100.00
207-301-715-000	Social Security	43,003.00	19,905.51	1,419.37	23,097.49	46.20
207-301-716-000	Health Insurance- Medical	82,279.00	24,245.20	1,902.05	58,033.80	70.55

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 207 - POLICE FUND						
Expenditures						
207-301-716-001	Health Insurance - Retired	13,500.00	19,541.31	2,185.01	(6,041.31)	144.75
207-301-717-000	Life & Disability Insurance	5,000.00	1,974.77	188.30	3,025.23	39.50
207-301-718-000	Dental Insurance	8,700.00	2,022.59	124.80	6,677.41	23.25
207-301-719-000	Pension	99,000.00	52,391.53	5,245.00	46,608.47	52.92
207-301-721-000	Vision Care	1,381.00	365.00	24.33	1,016.00	26.43
207-301-722-000	Worker's Comp Insurance	5,000.00	5,463.90	1,849.32	(463.90)	109.28
207-301-723-000	Unemployment	0.00	0.00	0.00	0.00	0.00
207-301-724-000	City taxes	0.00	0.00	0.00	0.00	0.00
207-301-727-000	Supplies	2,500.00	571.83	0.00	1,928.17	22.87
207-301-730-000	Copier Lease	1,500.00	1,323.74	108.45	176.26	88.25
207-301-740-000	Operating Supplies	8,240.00	2,320.23	179.51	5,919.77	28.16
207-301-742-000	Shooting Program	6,000.00	350.00	0.00	5,650.00	5.83
207-301-743-000	Bullet Proof Vests	4,000.00	0.00	0.00	4,000.00	0.00
207-301-801-000	Contractual Services	93,000.00	91,884.88	43,581.36	1,115.12	98.80
207-301-802-000	Attorney Fees - Prosecutions	50,000.00	33,318.75	6,887.50	16,681.25	66.64
207-301-804-000	County Dispatch Contract	41,000.00	27,247.35	3,405.92	13,752.65	66.46
207-301-807-000	Clemis Service Fees	11,600.00	7,011.83	560.33	4,588.17	60.45
207-301-820-000	Uniform Purchases	5,000.00	2,101.61	98.13	2,898.39	42.03
207-301-821-000	Uniform Cleaning	2,000.00	0.00	0.00	2,000.00	0.00
207-301-851-000	Telephone	10,000.00	5,656.42	1,170.35	4,343.58	56.56
207-301-863-000	Travel Expense	1,000.00	83.84	0.00	916.16	8.38
207-301-865-000	Gasoline & Oil	15,000.00	4,190.17	0.00	10,809.83	27.93
207-301-920-000	Utilities	0.00	0.00	0.00	0.00	0.00
207-301-930-000	Repair and Maintenance	10,000.00	548.63	0.00	9,451.37	5.49
207-301-930-003	Repair and Maintenance/Watercraft	1,500.00	382.50	0.00	1,117.50	25.50
207-301-931-000	Repair & Maint - Equipment	5,000.00	979.75	263.76	4,020.25	19.60
207-301-932-000	Repair & Maint - Vehicles	16,000.00	334.05	0.00	15,665.95	2.09
207-301-933-000	Vehicle Changeover	0.00	0.00	0.00	0.00	0.00
207-301-934-000	Vehicle Leases	0.00	0.00	0.00	0.00	0.00
207-301-934-001	Vehicle Lease Interest	0.00	0.00	0.00	0.00	0.00
207-301-935-000	Vehicle Capital Outlay	2,000.00	0.00	0.00	2,000.00	0.00
207-301-940-000	Equipment Rental	1,000.00	0.00	0.00	1,000.00	0.00
207-301-956-000	Dues & Miscellaneous	1,100.00	1,049.33	775.00	50.67	95.39
207-301-957-000	Education & Training	3,100.00	950.00	775.00	2,150.00	30.65
207-301-965-231	Transfer to Parking Fund	5,000.00	0.00	0.00	5,000.00	0.00
207-301-965-401	Transfer to Capital Imp Fund	0.00	0.00	0.00	0.00	0.00
207-301-977-000	Capital Outlay	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 301 - POLICE/SHERIFF/CONSTABLE		1,017,834.00	569,219.33	91,564.18	448,614.67	55.92
TOTAL EXPENDITURES		1,017,834.00	569,219.33	91,564.18	448,614.67	55.92
Fund 207 - POLICE FUND:						
TOTAL REVENUES		1,001,326.00	539,198.07	14,051.18	462,127.93	53.85
TOTAL EXPENDITURES		1,017,834.00	569,219.33	91,564.18	448,614.67	55.92
NET OF REVENUES & EXPENDITURES		(16,508.00)	(30,021.26)	(77,513.00)	13,513.26	181.86
BEG. FUND BALANCE		317,519.23	317,519.23			
END FUND BALANCE		301,011.23	287,497.97			

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 225 - DEPT OF PUBLIC WORKS FUND						
Revenues						
Dept 000 - REVENUE						
225-000-528-200	Federal Grants Other - County CARES	0.00	0.00	0.00	0.00	0.00
225-000-580-000	Services Provided-DDA Admin/Snow	57,200.00	37,333.36	4,666.67	19,866.64	65.27
225-000-603-000	Equipment Rental	78,750.00	58,660.01	11,361.62	20,089.99	74.49
225-000-634-000	Cemetery Open/Close	30,000.00	9,890.00	0.00	20,110.00	32.97
225-000-636-000	Cemetery Foundations	6,300.00	1,888.00	0.00	4,412.00	29.97
225-000-643-000	Cemetery Lot Sales	0.00	0.00	0.00	0.00	0.00
225-000-664-000	Interest Income	315.00	321.31	11.35	(6.31)	102.00
225-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
225-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
225-000-676-101	Transfer In from General Fund	456,819.00	300,000.00	37,500.00	156,819.00	65.67
225-000-681-000	Reimb - Insurance Claims	0.00	0.00	0.00	0.00	0.00
225-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
225-000-694-000	Miscellaneous	9,000.00	3,650.04	0.00	5,349.96	40.56
225-000-699-711	Transfers In	5,000.00	3,500.00	437.50	1,500.00	70.00
Total Dept 000 - REVENUE		643,384.00	415,242.72	53,977.14	228,141.28	64.54
TOTAL REVENUES		643,384.00	415,242.72	53,977.14	228,141.28	64.54
Expenditures						
Dept 276 - CEMETERY						
225-276-701-001	Wages	43,260.00	25,524.85	1,393.81	17,735.15	59.00
225-276-701-013	Overtime	2,200.00	1,740.97	0.00	459.03	79.14
225-276-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
225-276-715-000	Social Security	5,343.00	2,085.89	106.65	3,257.11	39.04
225-276-716-000	Health Insurance- Medical	11,550.00	5,689.81	152.20	5,860.19	49.26
225-276-717-000	Life & Disability Insurance	1,103.00	330.98	14.78	772.02	30.01
225-276-718-000	Dental Insurance	1,050.00	529.84	26.68	520.16	50.46
225-276-719-000	Pension	0.00	0.00	0.00	0.00	0.00
225-276-721-000	Vision Care	179.00	96.67	4.83	82.33	54.01
225-276-740-000	Operating Supplies	3,150.00	771.55	0.00	2,378.45	24.49
225-276-748-000	Foundations	525.00	0.00	0.00	525.00	0.00
225-276-801-000	Contractual Services	2,100.00	0.00	0.00	2,100.00	0.00
225-276-830-000	Solid Waste Collection	0.00	0.00	0.00	0.00	0.00
225-276-920-000	Utilities	2,100.00	253.28	0.00	1,846.72	12.06
225-276-930-000	Repair and Maintenance	6,000.00	3,000.98	0.00	2,999.02	50.02
225-276-956-000	Dues & Miscellaneous	105.00	0.00	0.00	105.00	0.00
225-276-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
225-276-985-000	Land Improvement	4,200.00	1,386.00	0.00	2,814.00	33.00
Total Dept 276 - CEMETERY		82,865.00	41,410.82	1,698.95	41,454.18	49.97
Dept 441 - DEPARTMENT OF PUBLIC WORKS						
225-441-701-000	Wages-DPW Director	33,527.00	30,862.55	2,699.99	2,664.45	92.05
225-441-701-001	Wages	98,550.00	71,048.53	4,954.84	27,501.47	72.09
225-441-701-013	Overtime	5,250.00	2,256.15	227.70	2,993.85	42.97
225-441-701-019	COVID 19 PAYROLL	3,675.00	0.00	0.00	3,675.00	0.00
225-441-702-000	Wages Part Time	0.00	0.00	0.00	0.00	0.00
225-441-702-003	Wages-Parks	33,527.00	17,884.65	1,620.53	15,642.35	53.34
225-441-702-013	Overtime	2,678.00	418.05	0.00	2,260.00	84.41

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 225 - DEPT OF PUBLIC WORKS FUND						
Expenditures						
225-441-715-000	Social Security	13,828.00	9,368.98	956.51	4,459.02	67.75
225-441-716-000	Health Insurance- Medical	38,850.00	34,956.35	5,727.81	3,893.65	89.98
225-441-716-001	Health Insurance-Retirees	56,700.00	30,424.22	3,180.14	26,275.78	53.66
225-441-717-000	Life - Disability Insurance	2,520.00	1,536.23	126.65	983.77	60.96
225-441-718-000	Dental Insurance	5,355.00	2,972.50	243.81	2,382.50	55.51
225-441-719-000	Pension	57,750.00	29,117.78	3,723.38	28,632.22	50.42
225-441-721-000	Vision Care	578.00	533.95	43.86	44.05	92.38
225-441-722-000	Worker's Comp. Insurance	2,940.00	378.27	126.09	2,561.73	12.87
225-441-740-000	Operating Supplies	8,000.00	4,913.69	405.84	3,086.31	61.42
225-441-740-001	Operating Supplies-Cemetery	0.00	0.00	0.00	0.00	0.00
225-441-741-000	Small Tools	4,725.00	3,368.19	42.99	1,356.81	71.28
225-441-801-000	Contractual Services	30,000.00	5,469.94	0.00	24,530.06	18.23
225-441-820-000	Uniform Purchase	7,350.00	2,519.12	0.00	4,830.88	34.27
225-441-821-000	Uniform Cleaning	4,830.00	2,994.62	306.81	1,835.38	62.00
225-441-851-000	Telephone	6,300.00	3,480.48	0.00	2,819.52	55.25
225-441-863-000	Travel Expense	0.00	0.00	0.00	0.00	0.00
225-441-865-000	Gasoline & Oil	23,100.00	8,998.07	55.09	14,101.93	38.95
225-441-920-000	Utilities	11,550.00	6,558.80	1,521.57	4,991.20	56.79
225-441-930-000	Repair & Maint-Building	13,650.00	1,419.70	648.30	12,230.30	10.40
225-441-931-000	Repair & Maint-Equip	6,300.00	2,283.32	127.09	4,016.68	36.24
225-441-932-000	Repair & Maint - Vehicles	18,216.00	8,063.15	796.98	10,152.85	44.26
225-441-940-000	Equipment Rental	525.00	0.00	0.00	525.00	0.00
225-441-956-000	Dues & Miscellaneous	1,575.00	706.33	0.00	868.67	44.85
225-441-957-000	Education & Training	5,250.00	3,617.85	525.00	1,632.15	68.91
225-441-965-401	Transfer to Capital Imp Fund	14,281.00	0.00	0.00	14,281.00	0.00
225-441-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
225-441-995-003	Interest Expense - Interfund Advances	4,095.00	3,253.25	0.00	841.75	79.44
Total Dept 441 - DEPARTMENT OF PUBLIC WORKS		515,475.00	289,404.72	28,060.98	226,070.28	56.14
Dept 443 - PHASE II STORMWATER						
225-443-701-001	Wages	5,516.00	5,062.13	236.58	453.87	91.77
225-443-701-013	Overtime	525.00	32.39	0.00	492.61	6.17
225-443-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
225-443-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
225-443-715-000	Social Security	521.00	389.78	18.10	131.22	74.81
225-443-716-000	Health Insurance- Medical	1,313.00	1,241.39	54.11	71.61	94.55
225-443-717-000	Life & Disability Insurance	63.00	68.06	3.31	(5.06)	108.03
225-443-718-000	Dental Insurance	173.00	112.36	8.27	60.64	64.95
225-443-721-000	Vision Care	131.00	20.73	1.44	110.27	15.82
225-443-740-000	Operating Supplies	1,050.00	0.00	0.00	1,050.00	0.00
225-443-801-000	Contractual Services	11,049.00	4,191.25	2,195.50	6,857.75	37.93
225-443-900-000	Printing	0.00	0.00	0.00	0.00	0.00
225-443-930-000	Repair and Maintenance	16,800.00	15,067.42	0.00	1,732.58	89.69
225-443-955-000	DEQ Permit Fees	525.00	0.00	0.00	525.00	0.00
225-443-956-000	Dues & Misc.	525.00	0.00	0.00	525.00	0.00
225-443-977-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 443 - PHASE II STORMWATER		38,191.00	26,185.51	2,517.31	12,005.49	68.56
TOTAL EXPENDITURES		636,531.00	357,001.05	32,277.24	279,075.77	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION  
PERIOD ENDING 02/29/2024  
% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 225 - DEPT OF PUBLIC WORKS FUND						
Fund 225 - DEPT OF PUBLIC WORKS FUND :						
TOTAL REVENUES		643,384.00	415,242.72	53,977.14	228,141.28	64.54
TOTAL EXPENDITURES		636,531.00	357,001.05	32,277.24	279,529.95	56.09
NET OF REVENUES & EXPENDITURES		6,853.00	58,241.67	21,699.90	(51,388.67)	849.87
BEG. FUND BALANCE		52,251.20	52,251.20			
END FUND BALANCE		59,104.20	110,492.87			

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 231 - PARKING METER/SYSTEM FUND						
Revenues						
Dept 000 - REVENUE						
231-000-607-000	Fees	0.00	0.00	0.00	0.00	0.00
231-000-661-000	Parking Fines Revenue	5,000.00	0.00	0.00	5,000.00	0.00
231-000-664-000	Interest Earnings	0.00	18.94	0.55	(18.94)	100.00
231-000-674-101	Transfer from General Fund	0.00	0.00	0.00	0.00	0.00
231-000-674-207	Transfer From Police Fund	5,000.00	0.00	0.00	5,000.00	0.00
231-000-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		10,000.00	18.94	0.55	9,981.06	0.19
TOTAL REVENUES		10,000.00	18.94	0.55	9,981.06	0.19
Expenditures						
Dept 333 - PARKING						
231-333-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
231-333-702-000	Wages Part Time	6,695.00	2,666.26	172.64	4,028.74	39.82
231-333-702-001	Overtime Wages	0.00	0.00	0.00	0.00	0.00
231-333-715-000	Social Security	513.00	203.95	13.20	309.05	39.76
231-333-717-000	Life & Disability Insurance	200.00	10.74	1.83	189.26	5.37
231-333-722-000	Worker's Comp. Insurance	200.00	210.15	42.03	(10.15)	105.08
231-333-727-000	Supplies	600.00	0.00	0.00	600.00	0.00
231-333-740-000	Operating Supplies	700.00	0.00	0.00	700.00	0.00
231-333-820-000	Uniform Purchase	500.00	0.00	0.00	500.00	0.00
231-333-851-000	Telephone	300.00	267.25	0.00	32.75	89.08
231-333-863-000	Travel Expense	0.00	0.00	0.00	0.00	0.00
Total Dept 333 - PARKING		9,708.00	3,358.35	229.70	6,349.65	34.59
TOTAL EXPENDITURES		9,708.00	3,358.35	229.70	6,349.65	34.59
Fund 231 - PARKING METER/SYSTEM FUND:						
TOTAL REVENUES		10,000.00	18.94	0.55	9,981.06	0.19
TOTAL EXPENDITURES		9,708.00	3,358.35	229.70	6,349.65	34.59
NET OF REVENUES & EXPENDITURES		292.00	(3,339.41)	(229.15)	3,631.41	1,143.63
BEG. FUND BALANCE		3,916.47	3,916.47			
END FUND BALANCE		4,208.47	577.06			

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
Dept 000 - REVENUE						
248-000-402-000	Current Real Property Taxes	903,236.00	491,711.65	0.00	411,524.35	54.44
248-000-402-100	Property Tax - Twp DDA Capture	0.00	0.00	0.00	0.00	0.00
248-000-405-000	Property Tax - Personal	0.00	0.00	0.00	0.00	0.00
248-000-412-000	Property Tax - DPPT P/Y & C/Y	0.00	1,474.57	0.00	(1,474.57)	100.00
248-000-441-000	Local Community Stabilization Share Tax	10,000.00	15,970.70	0.00	(5,970.70)	159.71
248-000-445-000	Penalties & Interest on Taxes	2,000.00	0.00	0.00	2,000.00	0.00
248-000-539-000	State Grants	109,028.00	3,500.00	(7,500.00)	105,528.00	3.21
248-000-582-000	Intergovernment - Police	0.00	201,995.92	0.00	(201,995.92)	100.00
248-000-664-000	Interest Earned	2,500.00	3,767.81	20.59	(1,267.81)	150.71
248-000-671-999	Appropriation from Fund Balanc	107,459.00	0.00	0.00	107,459.00	0.00
248-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
248-000-676-404	Transfer From Prop Acq Fund	0.00	0.00	0.00	0.00	0.00
248-000-676-592	Reimbursement -Admin Fee - W&S	0.00	0.00	0.00	0.00	0.00
248-000-681-000	Reimburse - Insurance Claims	0.00	7,218.00	0.00	(7,218.00)	100.00
248-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
248-000-685-000	Sponsorships	102,400.00	11,994.22	900.00	90,405.78	11.71
248-000-685-100	Transportaion Sponsorship	28,000.00	13,415.00	0.00	14,585.00	47.91
248-000-686-000	Downtown Events	20,000.00	5,018.01	25.00	14,981.99	25.09
248-000-686-002	Flower Fair Revenue	0.00	305.00	0.00	(305.00)	100.00
248-000-686-003	New Year Resolution Run Revenue	0.00	0.00	0.00	0.00	0.00
248-000-686-004	OktoberFest Revenue	0.00	0.00	0.00	0.00	0.00
248-000-686-005	Babes On Broadway	0.00	0.00	0.00	0.00	0.00
248-000-686-006	Electircal Vehicles	0.00	633.56	334.37	(633.56)	100.00
248-000-687-000	Merchandise Sales	10,000.00	0.00	0.00	10,000.00	0.00
248-000-688-000	Gift Certificate Sales	5,000.00	355.00	0.00	4,645.00	7.10
248-000-692-000	Rent	0.00	0.00	0.00	0.00	0.00
248-000-694-000	Miscellaneous	0.00	315.00	0.00	(315.00)	100.00
248-000-696-000	PROCEEDS FROM THE SALE OF BONDS/NOTES	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		1,299,623.00	757,674.44	(6,220.04)	541,948.56	58.30
TOTAL REVENUES		1,299,623.00	757,674.44	(6,220.04)	541,948.56	58.30
Expenditures						
Dept 260 - GENERAL ACTIVITIES						
248-260-701-000	Wages	46,605.00	36,245.25	0.00	10,359.75	77.77
248-260-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.00
248-260-704-000	Wages - Administrative Coordinator	34,278.00	25,486.45	2,519.00	8,791.55	74.35
248-260-706-000	Wages - Event Coordinator	34,278.00	17,088.81	2,662.00	17,189.19	49.85
248-260-706-001	Marketing Coordinator	0.00	0.00	0.00	0.00	0.00
248-260-707-000	Wages - Grounds Coordinator	5,150.00	1,819.25	0.00	3,330.75	35.33
248-260-711-013	OVERTIME	0.00	0.00	0.00	0.00	0.00
248-260-715-000	Social Security	9,979.00	6,126.62	396.35	3,852.38	61.40
248-260-716-000	Health Insurance- Medical	7,200.00	2,877.74	0.00	4,322.26	39.97
248-260-717-000	Life & Disability Insurance	1,200.00	330.67	0.00	869.33	27.56
248-260-718-000	Dental Insurance	700.00	222.13	0.00	477.87	31.73
248-260-719-000	Pension	5,120.00	3,818.99	814.35	1,301.01	74.59
248-260-720-000	Unemployment	0.00	0.00	0.00	0.00	0.00
248-260-721-000	Vision Care	130.00	45.91	0.00	84.09	35.32
248-260-722-000	Worker's Comp. Insurance	0.00	0.00	0.00	0.00	0.00
248-260-801-000	Contractual Services	16,499.00	12,000.00	6,000.00	4,499.00	27.27

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Expenditures						
248-260-801-002	Contr Services - Police Admin Fee	60,000.00	41,600.00	5,200.00	18,400.00	69.33
248-260-801-003	Contract Services - DPW Admin Fee	30,000.00	20,693.76	2,619.88	9,306.24	68.98
248-260-801-004	Contract Services - GF Admin Fee	70,000.00	46,666.64	5,833.33	23,333.36	66.67
248-260-801-005	Contractual Services- Township	2,700.00	0.00	0.00	2,700.00	0.00
248-260-801-012	Contractual Services-Parking Code Enforc	21,000.00	14,560.00	1,820.00	6,440.00	69.33
248-260-801-022	Cont Service-Police Crowd Control	20,000.00	13,866.64	1,733.33	6,133.36	69.33
248-260-801-023	Contract Services-DPW event support	10,000.00	6,933.36	866.67	3,066.64	69.33
248-260-801-033	Contract Services-DPW snow removal	15,000.00	10,400.00	1,300.00	4,600.00	69.33
248-260-805-000	Audit Fees	2,000.00	2,950.00	950.00	(950.00)	147.50
248-260-810-000	Legal Services	16,484.15	16,484.15	0.00	0.00	100.00
248-260-823-000	Website/Software	6,000.00	3,404.21	145.14	2,595.79	56.74
248-260-823-001	Municipal Software	3,501.00	3,097.70	288.90	403.30	88.48
248-260-829-000	Planner Services	5,000.00	150.00	150.00	4,850.00	3.00
248-260-851-000	Telephone	3,500.00	2,321.40	390.53	1,178.60	66.33
248-260-900-000	Printing and Publication	100.00	0.00	0.00	100.00	0.00
248-260-920-000	Utilities	4,000.00	3,676.80	397.77	323.20	91.92
248-260-921-000	Municipal Street Lighting	6,500.00	5,439.78	998.05	1,060.22	83.69
248-260-930-000	Repair and Maintenance	0.00	58.00	0.00	(58.00)	100.00
248-260-930-002	Building Maintenance	400.00	251.23	35.83	148.77	62.81
248-260-940-000	Equipment Rental	0.00	0.00	0.00	0.00	0.00
248-260-941-000	Office Rent	12,000.00	12,000.00	3,000.00	0.00	100.00
248-260-942-000	Office Expenses	3,865.00	1,145.37	216.73	2,719.63	29.63
248-260-942-019	Covid Office Expenses	0.00	0.00	0.00	0.00	0.00
248-260-946-000	Credit Card Fees	100.00	0.00	0.00	100.00	0.00
248-260-955-001	Credit Card Fees	0.00	0.00	0.00	0.00	0.00
248-260-956-000	Dues & Miscellaneous	1,500.00	1,209.00	0.00	291.00	80.60
248-260-957-000	Education & Training	4,500.00	919.38	0.00	3,580.62	20.43
248-260-958-000	General Activities Misc	0.00	0.00	0.00	0.00	0.00
248-260-958-019	Covid General Activities	0.00	0.00	0.00	0.00	0.00
248-260-961-000	Tax Tribunal Refunds	0.00	0.00	0.00	0.00	0.00
248-260-962-000	Mileage	500.00	37.65	0.00	462.35	7.53
248-260-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
248-260-965-401	Transfer to Capital Imp Fund	0.00	0.00	0.00	0.00	0.00
248-260-965-404	Transfer Out - DDA Property Acq Fund	157,500.00	157,500.00	0.00	0.00	100.00
248-260-974-000	Capital Outlay - Equipment	1,235.00	1,234.84	0.00	0.16	99.99
Total Dept 260 - GENERAL ACTIVITIES		618,524.15	472,661.73	38,337.86	145,862.42	76.42
Dept 725 - ORGANIZATION						
248-725-822-000	Newsletter	1,720.00	455.00	65.00	1,265.00	26.45
248-725-824-000	Volunteer Recognition & Dvp.	0.00	0.00	0.00	0.00	0.00
248-725-825-000	Gift Certificate Redemption	5,000.00	2,625.00	775.00	2,375.00	52.50
248-725-826-000	Historic Celebration/Education	580.00	579.74	0.00	0.26	99.96
248-725-827-000	Awareness Program	1,200.00	132.68	0.00	1,067.32	11.06
248-725-827-019	Covid Awareness Program/Organization	0.00	0.00	0.00	0.00	0.00
248-725-864-000	Grant & Scholarship Distriubution	0.00	0.00	0.00	0.00	0.00
248-725-881-000	Merchandise to Sell	500.00	211.01	0.00	288.99	42.20
Total Dept 725 - ORGANIZATION		9,000.00	4,003.43	840.00	4,996.57	44.48
Dept 726 - DESIGN						
248-726-745-000	Beautification Supplies	1,500.00	647.71	0.00		

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION  
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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Expenditures						
248-726-746-000	Hanging Baskets	3,400.00	0.00	0.00	3,400.00	0.00
248-726-801-000	Contractual Services	5,200.00	2,900.00	0.00	2,300.00	55.77
248-726-843-000	Facade Program	7,800.00	5.00	0.00	7,795.00	0.06
248-726-845-000	Public Art Program	0.00	0.00	0.00	0.00	0.00
248-726-883-000	Banners and Holiday Lighting	6,600.00	5,999.66	0.00	600.34	90.90
248-726-975-001	Capital Outlay - Beautification	0.00	0.00	0.00	0.00	0.00
248-726-975-002	Capital Outlay - Streets	0.00	0.00	0.00	0.00	0.00
248-726-975-019	Covid Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 726 - DESIGN		24,500.00	9,552.37	0.00	14,947.63	38.99
Dept 728 - ECONOMIC DEVELOPMENT						
248-728-801-000	Contractual Services	34,500.00	4,750.00	0.00	29,750.00	13.77
248-728-860-000	Trolley Expense	28,000.00	12,997.91	82.10	15,002.09	46.42
248-728-861-000	Survey Expense	0.00	0.00	0.00	0.00	0.00
248-728-862-000	Training Materials	0.00	0.00	0.00	0.00	0.00
248-728-864-000	Grant & Scholarship Distribution	0.00	0.00	0.00	0.00	0.00
248-728-886-000	Marketing Materials	0.00	0.00	0.00	0.00	0.00
248-728-886-001	Blight Reduction	0.00	0.00	0.00	0.00	0.00
248-728-886-002	Social District	1,000.00	231.60	0.00	768.40	23.16
248-728-888-000	Brand Marketing	23,831.12	14,357.24	(6,372.00)	9,473.88	60.25
248-728-888-001	Contractual Services Brand Marketing	29,700.00	21,010.00	2,245.00	8,690.00	70.74
Total Dept 728 - ECONOMIC DEVELOPMENT		117,031.12	53,346.75	(4,044.90)	63,684.37	45.58
Dept 729 - PROMOTION						
248-729-880-000	Event Promotion	500.00	307.65	0.00	192.35	61.53
248-729-880-001	Event Promo - Gazebo Series	10,170.07	10,170.07	0.00	0.00	100.00
248-729-880-004	Event Promo - Halloween Parade	2,500.00	2,450.61	0.00	49.39	98.02
248-729-880-005	Event Promo - Hmtwn/Holiday Vill	8,355.85	7,794.29	0.00	561.56	93.28
248-729-880-006	Event Promo - New Years Res. Run	0.00	0.00	0.00	0.00	0.00
248-729-880-007	Event Promo - Flower Fair	0.00	0.00	0.00	0.00	0.00
248-729-880-008	Event Promo-Photo Contest	0.00	0.00	0.00	0.00	0.00
248-729-880-009	Event Promo-Lake Orion Love Shop to Win	0.00	0.00	0.00	0.00	0.00
248-729-880-010	Babes On Broadway	0.00	0.00	0.00	0.00	0.00
248-729-880-011	Restaurant week	0.00	0.00	0.00	0.00	0.00
248-729-880-012	Sing & Stroll Tree Lighting	12,000.00	11,807.72	0.00	192.28	98.40
248-729-880-013	SD Nights- Stronger Together Winter	600.00	54.00	0.00	546.00	9.00
248-729-880-014	Octoberfest	0.00	0.00	0.00	0.00	0.00
248-729-880-015	Winter Activities	7,100.00	142.00	0.00	6,958.00	2.00
248-729-880-016	Athletic Events-other	0.00	0.00	0.00	0.00	0.00
248-729-880-017	Movie Night	998.81	998.81	0.00	0.00	100.00
248-729-880-019	Covid Event Promotion	0.00	0.00	0.00	0.00	0.00
248-729-880-100	Stronger Together- smr fall	3,300.00	708.89	108.71	2,591.11	21.48
248-729-885-000	Port-A-Johns	2,200.00	1,793.51	0.00	406.49	81.52
248-729-895-000	Event Promo-Comm. Sponsorships	0.00	0.00	0.00	0.00	0.00
248-729-975-020	Capital Outlay Parks & rec	0.00	0.00	0.00	0.00	0.00
Total Dept 729 - PROMOTION		47,724.73	36,227.55	108.71	11,497.18	75.91

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Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Expenditures						
Dept 730 - CAPITAL PROJECTS						
248-730-253-885	Knox Box Grant Program	0.00	0.00	0.00	0.00	0.00
248-730-885-100	Knox Box Grant Program	4,000.00	0.00	0.00	4,000.00	0.00
248-730-931-000	Repair & Maintenance-Equipment	0.00	0.00	0.00	0.00	0.00
248-730-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
248-730-965-301	Interfund TRF 2023 DDA Bond Project	422,709.00	0.00	0.00	422,709.00	0.00
248-730-965-404	Transfer Out - DDA Property Acq Fund	0.00	0.00	0.00	0.00	0.00
248-730-965-592	Transfers To Water/Sewer Fund	0.00	0.00	0.00	0.00	0.00
248-730-975-000	Capital Outlay	23,969.00	1,636.00	0.00	22,333.00	6.83
248-730-975-003	DDA Capital Outlay	5,000.00	3,371.00	0.00	1,629.00	67.42
248-730-975-005	DDA Capital Outlay- Wayfinding/Lighting	0.00	0.00	0.00	0.00	0.00
248-730-975-006	DDA Capital Outlay - Parking	0.00	0.00	0.00	0.00	0.00
248-730-975-009	Capital Outlay - Dumpsters	30,000.00	0.00	0.00	30,000.00	0.00
248-730-975-011	Capital Outlay - Trail Extensi	10,000.00	0.00	0.00	10,000.00	0.00
248-730-975-015	Captial Outlay- Outdoor Sound	0.00	0.00	0.00	0.00	0.00
248-730-975-020	Capital Outlay Parks & rec	0.00	0.00	0.00	0.00	0.00
248-730-992-000	Bond Principal	0.00	0.00	0.00	0.00	0.00
248-730-995-000	Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 730 - CAPITAL PROJECTS		495,678.00	5,007.00	0.00	490,671.00	1.01
TOTAL EXPENDITURES		1,312,458.00	580,798.83	35,241.67	731,659.17	44.25
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		1,299,623.00	757,674.44	(6,220.04)	541,948.56	58.30
TOTAL EXPENDITURES		1,312,458.00	580,798.83	35,241.67	731,659.17	44.25
NET OF REVENUES & EXPENDITURES		(12,835.00)	176,875.61	(41,461.71)	(189,710.61)	1,378.07
BEG. FUND BALANCE		498,200.06	498,200.06			
END FUND BALANCE		485,365.06	675,075.67			

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Fund 301 - DOWNTOWN DEV BOND PROJECT 2023						
Revenues						
Dept 000 - REVENUE						
301-000-300-001	2023 Downtown Dev Tax Exempt Bond Projec	0.00	0.00	0.00	0.00	0.00
301-000-300-002	2023 Downtown Dev Tax Exempt Bond Projec	0.00	0.00	0.00	0.00	0.00
301-000-664-000	Interest Earnings	0.00	1,338.89	149.61	(1,338.89)	100.00
301-000-671-999	Appropriation from Fund Balanc	2,755,000.00	0.00	0.00	2,755,000.00	0.00
301-000-699-301	TRF in from DDA	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		2,755,000.00	1,338.89	149.61	2,753,661.11	0.05
TOTAL REVENUES		2,755,000.00	1,338.89	149.61	2,753,661.11	0.05
Expenditures						
Dept 901 - 905						
301-901-930-000	Repair and Maintenance	0.00	0.00	0.00	0.00	0.00
301-901-950-000	Demolition & Land Improvement	296,646.64	2,052.83	0.00	294,593.81	0.69
301-901-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
301-901-971-000	Capital Outlay - Buildings	2,200,000.00	2,120,874.70	0.00	79,125.30	96.40
Total Dept 901 - 905		2,496,646.64	2,122,927.53	0.00	373,719.11	85.03
Dept 905 - Downtown Dev Bond 2023						
301-905-301-000	Bond Issuance Expense	0.00	0.00	0.00	0.00	0.00
301-905-731-000	2023 Bond Taxable Issuance Expenses	1,000.00	500.00	0.00	500.00	50.00
301-905-731-001	2023 Tax exempt Bond Issuance Expense	1,000.00	500.00	0.00	500.00	50.00
301-905-745-001	Property taxes-Orion Twp	3,353.36	3,353.36	0.00	0.00	100.00
301-905-920-000	Utilities	0.00	0.00	0.00	0.00	0.00
301-905-992-003	2023 DDA bonds Taxable	75,000.00	0.00	0.00	75,000.00	0.00
301-905-992-004	2023 DDA BONDS TAX EXEMPT	180,000.00	0.00	0.00	180,000.00	0.00
301-905-993-001	2023 DDA bond taxable interest	62,000.00	20,609.02	0.00	41,390.98	33.24
301-905-993-002	2023 DDA tax exempt bond interest	106,000.00	35,777.78	0.00	70,222.22	33.75
Total Dept 905 - Downtown Dev Bond 2023		428,353.36	60,740.16	0.00	367,613.20	14.18
TOTAL EXPENDITURES		2,925,000.00	2,183,667.69	0.00	741,332.31	74.66
Fund 301 - DOWNTOWN DEV BOND PROJECT 2023:						
TOTAL REVENUES		2,755,000.00	1,338.89	149.61	2,753,661.11	0.05
TOTAL EXPENDITURES		2,925,000.00	2,183,667.69	0.00	741,332.31	74.66
NET OF REVENUES & EXPENDITURES		(170,000.00)	(2,182,328.80)	149.61	2,012,328.80	1,283.72
BEG. FUND BALANCE		4,944,949.68	4,944,949.68			
END FUND BALANCE		4,774,949.68	2,762,620.88			

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 401 - CAPITAL PROJECTS FUND						
Revenues						
Dept 000 - REVENUE						
401-000-664-000	Interest Earnings	0.00	1.49	0.14	(1.49)	100.00
401-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
401-000-676-101	Transfer In from General Fund	0.00	0.00	0.00	0.00	0.00
401-000-676-125	Transfer In from DPW Fund	0.00	0.00	0.00	0.00	0.00
401-000-676-207	Transfer from Police Fund	0.00	0.00	0.00	0.00	0.00
401-000-682-000	Reimbursement-CDBG	0.00	0.00	0.00	0.00	0.00
401-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
401-000-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
401-000-699-202	Interfund Transfer in - Major Streets	0.00	0.00	0.00	0.00	0.00
401-000-699-203	Interfund Transfer In - Local Streets	0.00	0.00	0.00	0.00	0.00
401-000-699-248	Interfund Transfer In - DDA	0.00	0.00	0.00	0.00	0.00
401-000-699-592	Transfers Water/Sewer	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	1.49	0.14	(1.49)	100.00
TOTAL REVENUES		0.00	1.49	0.14	(1.49)	100.00
Expenditures						
Dept 000 - REVENUE						
401-000-882-000	Downtown Street Broadcast Syst	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
Dept 751 - PARKS AND RECREATION						
401-751-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
401-751-806-000	Engineering	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - PARKS AND RECREATION		0.00	0.00	0.00	0.00	0.00
Dept 901 - 905						
401-901-971-000	Capital Outlay - Buildings	0.00	0.00	0.00	0.00	0.00
401-901-972-751	Capital Outlay Parks	890.00	890.00	0.00	0.00	100.00
401-901-973-000	Capital Outlay - Vehicles	0.00	0.00	0.00	0.00	0.00
401-901-974-000	Capital Outlay - Equipment	0.00	0.00	0.00	0.00	0.00
401-901-975-000	Capital Outlay-Construction	0.00	0.00	0.00	0.00	0.00
Total Dept 901 - 905		890.00	890.00	0.00	0.00	100.00
TOTAL EXPENDITURES		890.00	890.00	0.00	0.00	100.00
Fund 401 - CAPITAL PROJECTS FUND:						
TOTAL REVENUES		0.00	1.49	0.14	(1.49)	100.00
TOTAL EXPENDITURES		890.00	890.00	0.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		(890.00)	(888.51)	0.14	(1.49)	99.83
BEG. FUND BALANCE		3,369.99	3,369.99			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION  
PERIOD ENDING 02/29/2024  
% Fiscal Year Completed: 66.67

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDG
		AMENDED BUDGET	02/29/2024	MONTH 02/29/2024	BALANCE	USE
<hr/>						
Fund 401 - CAPITAL PROJECTS FUND						
END FUND BALANCE		2,479.99	2,481.48			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION  
PERIOD ENDING 02/29/2024  
% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 404 - DDA PROPERTY ACQUISITION						
Revenues						
Dept 000 - REVENUE						
404-000-664-000	Interest Earnings	150.00	83.88	9.37	66.12	55.92
404-000-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
404-000-699-248	Interfund Transfer In - DDA	483,750.00	157,500.00	0.00	326,250.00	32.56
Total Dept 000 - REVENUE		483,900.00	157,583.88	9.37	326,316.12	32.57
TOTAL REVENUES		483,900.00	157,583.88	9.37	326,316.12	32.57
Expenditures						
Dept 901 - 905						
404-901-901-000	Debt Service- Parking Deck	168,750.00	0.00	0.00	168,750.00	0.00
404-901-930-000	Repair & Maintenance - Bldg	0.00	0.00	0.00	0.00	0.00
404-901-950-000	Demolition & Land Improvement	0.00	0.00	0.00	0.00	0.00
404-901-956-000	Miscellaneous	0.00	0.00	0.00	0.00	0.00
404-901-971-000	Capital Outlay - Building	0.00	0.00	0.00	0.00	0.00
404-901-980-248	Prop Acq Transfer to DDA	0.00	0.00	0.00	0.00	0.00
404-901-992-000	Bond Principal	300,000.00	300,000.00	0.00	0.00	100.00
404-901-995-000	Bond Interest	15,000.00	15,000.00	0.00	0.00	100.00
Total Dept 901 - 905		483,750.00	315,000.00	0.00	168,750.00	65.12
TOTAL EXPENDITURES		483,750.00	315,000.00	0.00	168,750.00	65.12
Fund 404 - DDA PROPERTY ACQUISITION:						
TOTAL REVENUES		483,900.00	157,583.88	9.37	326,316.12	32.57
TOTAL EXPENDITURES		483,750.00	315,000.00	0.00	168,750.00	65.12
NET OF REVENUES & EXPENDITURES		150.00	(157,416.12)	9.37	157,566.12	14,944.08
BEG. FUND BALANCE		326,840.70	326,840.70			
END FUND BALANCE		326,990.70	169,424.58			

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

PERIOD ENDING 02/29/2024

% Fiscal Year Completed: 66.67

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 592 - WATER AND SEWER FUND						
Revenues						
Dept 000 - REVENUE						
592-000-445-000	Penalties & Interest on Taxes	0.00	0.00	0.00	0.00	0.00
592-000-540-001	State Grants -SAW	0.00	0.00	0.00	0.00	0.00
592-000-547-000	State Grant - Other	0.00	0.00	0.00	0.00	0.00
592-000-620-000	Sewer Penalty Fees	12,000.00	13,378.88	4,433.42	(1,378.88)	111.49
592-000-640-000	Capital/Lateral Charges Sewer	9,000.00	0.00	0.00	9,000.00	0.00
592-000-640-002	Capital/Lateral Charges-Water	10,000.00	5,704.97	0.00	4,295.03	57.05
592-000-645-000	Sewer Usage Charges	1,136,296.00	297,142.66	404.42	839,153.34	26.15
592-000-645-002	Water Usage Charges	1,388,806.00	263,420.35	362.95	1,125,385.65	18.97
592-000-648-000	Federal Grant Revenue	0.00	0.00	0.00	0.00	0.00
592-000-662-002	Water Penalty Fees	16,000.00	12,724.15	5,697.11	3,275.85	79.53
592-000-664-000	Sewer Interest Earned	9,000.00	14,394.23	74.76	(5,394.23)	159.94
592-000-664-002	Water Interest Earned	0.00	0.00	0.00	0.00	0.00
592-000-664-003	Promissory Note Interest	7,500.00	15,000.00	0.00	(7,500.00)	200.00
592-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
592-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
592-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
592-000-694-000	Miscellaneous Revenue	500.00	20,397.90	0.00	(19,897.90)	4,079.58
592-000-695-002	Non-Village Water Debt	0.00	517,894.00	0.00	(517,894.00)	100.00
592-000-699-101	Interfund Transfer In - General Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		2,589,102.00	1,160,057.14	10,972.66	1,429,044.86	44.81
TOTAL REVENUES		2,589,102.00	1,160,057.14	10,972.66	1,429,044.86	44.81
Expenditures						
Dept 260 - GENERAL ACTIVITIES						
592-260-805-000	Audit Fees	7,000.00	5,922.00	1,900.00	1,078.00	84.60
592-260-823-001	Municipal Software	0.00	0.00	0.00	0.00	0.00
592-260-852-000	Miss Dig	2,334.00	2,333.68	2,333.68	0.32	99.99
592-260-959-000	Financial Administration	121,368.00	82,814.78	10,114.00	38,553.22	68.23
Total Dept 260 - GENERAL ACTIVITIES		130,702.00	91,070.46	14,347.68	39,631.54	69.68
Dept 548 - SEWER ACTIVITIES						
592-548-701-000	Wages	0.00	0.00	0.00	0.00	0.00
592-548-715-000	Social Security	0.00	0.00	0.00	0.00	0.00
592-548-716-000	Health Insurance- Medical	0.00	0.00	0.00	0.00	0.00
592-548-717-000	Life & Disability Insurance	0.00	0.00	0.00	0.00	0.00
592-548-718-000	Dental Insurance	0.00	0.00	0.00	0.00	0.00
592-548-719-000	Pension	0.00	0.00	0.00	0.00	0.00
592-548-721-000	Vision Care	0.00	0.00	0.00	0.00	0.00
592-548-722-000	Worker's Comp. Insurance	0.00	0.00	0.00	0.00	0.00
592-548-726-000	Supplies	800.00	556.68	0.00	243.32	69.59
592-548-801-000	Contract Services	12,000.00	15,025.40	4,063.75	(3,025.40)	125.21
592-548-813-000	Legal Service	0.00	0.00	0.00	0.00	0.00
592-548-831-000	Sewage Disposal Costs	943,480.00	517,407.47	41,048.21	426,072.53	54.84
592-548-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
592-548-975-001	Capital Improvements - SAW	0.00	0.00	0.00	0.00	0.00
592-548-992-000	Interceptor Drain Bond Princip	63,353.00	0.00	0.00	63,353.00	0.00
592-548-995-000	Bond Interest	22,781.00	14,343.13	2,222.40	8,438.67	41.44

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 592 - WATER AND SEWER FUND						
Expenditures						
Total Dept 548 - SEWER ACTIVITIES						
		1,042,414.00	547,332.68	47,334.36	495,081.32	52.51
Dept 556 - WATER ACTIVITIES						
592-556-701-000	Wages	60,683.00	31,839.66	3,615.27	28,843.34	52.47
592-556-701-013	Overtime	5,000.00	2,206.73	679.07	2,793.27	44.13
592-556-714-000	Fringe Benefits	0.00	0.00	0.00	0.00	0.00
592-556-715-000	Social Security	5,037.00	2,604.61	328.47	2,432.39	51.71
592-556-716-000	Health Insurance- Medical	13,200.00	6,814.62	904.61	6,385.38	51.63
592-556-717-000	Life - Disability Insurance	745.00	373.87	52.42	371.13	50.18
592-556-718-000	Dental Insurance	1,260.00	814.39	119.06	445.61	64.63
592-556-719-000	Pension	88,732.00	65,722.74	8,717.29	23,009.26	74.07
592-556-721-000	Vision Care	263.00	142.28	20.97	120.72	54.10
592-556-722-000	Worker's Comp. Insurance	2,500.00	3,026.16	1,008.72	(526.16)	121.05
592-556-726-000	Supplies	7,000.00	2,320.21	998.00	4,679.79	33.15
592-556-741-000	Small Tools	1,500.00	0.00	0.00	1,500.00	0.00
592-556-745-000	Water Purchase -Orion Township	485,100.00	295,375.71	38,950.38	189,724.29	60.89
592-556-801-000	Contract Services	11,666.00	2,884.38	801.25	8,781.62	24.72
592-556-806-000	Engineering	50,000.00	2,337.50	525.00	47,662.50	4.68
592-556-813-000	Legal Service	1,000.00	379.50	0.00	620.50	37.95
592-556-831-000	Sewage Disposal Costs	0.00	0.00	0.00	0.00	0.00
592-556-931-000	Equip Repair & Maint - Misc.	3,000.00	2,679.92	0.00	320.08	89.33
592-556-931-001	Equip Repair & Maint - Hydrant	7,500.00	374.69	0.00	7,125.31	5.00
592-556-931-002	Equip Repair & Maint - Mains	5,000.00	54.78	0.00	4,945.22	1.10
592-556-931-003	Equip Repair & Maint - Meters	5,000.00	0.00	0.00	5,000.00	0.00
592-556-940-000	Equipment Rental	22,000.00	16,045.63	3,095.28	5,954.37	72.93
592-556-956-000	Dues & Miscellaneous	3,500.00	1,618.08	0.00	1,881.92	46.23
592-556-957-000	Education and Training	3,000.00	618.58	0.00	2,381.42	20.62
592-556-975-000	Capital Improvement	0.00	0.00	0.00	0.00	0.00
592-556-977-001	Capital Improvemts-Fairview	0.00	0.00	0.00	0.00	0.00
592-556-991-000	Principal Payments - Debt	0.00	0.00	0.00	0.00	0.00
592-556-992-001	2003 GO Bond Principal	0.00	0.00	0.00	0.00	0.00
592-556-992-002	State Revolving Bond Principal	270,000.00	0.00	0.00	270,000.00	0.00
592-556-995-000	Bond Interest Expense	90,214.00	44,468.79	0.00	45,745.21	49.29
592-556-995-001	2003 GO Bond Interest	0.00	0.00	0.00	0.00	0.00
592-556-995-002	98 Revenue Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 556 - WATER ACTIVITIES						
		1,142,900.00	482,702.83	59,815.79	660,197.17	42.23
Dept 560 - DEPRECIATION						
592-560-958-002	Water Depreciation	145,000.00	0.00	0.00	145,000.00	0.00
592-560-968-000	Sewer Depreciation	130,000.00	0.00	0.00	130,000.00	0.00
Total Dept 560 - DEPRECIATION						
		275,000.00	0.00	0.00	275,000.00	0.00
TOTAL EXPENDITURES						
		2,591,016.00	1,121,105.97	121,497.83	1,469,910.03	43.27
Fund 592 - WATER AND SEWER FUND:						
TOTAL REVENUES						
		2,589,102.00	1,160,057.14	10,972.66	1,429,000.00	

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION  
PERIOD ENDING 02/29/2024  
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\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 592 - WATER AND SEWER FUND						
TOTAL EXPENDITURES		2,591,016.00	1,121,105.97	121,497.83	1,469,910.03	43.27
NET OF REVENUES & EXPENDITURES		(1,914.00)	38,951.17	(110,525.17)	(40,865.17)	2,035.07
BEG. FUND BALANCE		7,181,312.24	7,181,312.24			
END FUND BALANCE		7,179,398.24	7,220,263.41			

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 701 - ESCROW						
Revenues						
Dept 000 - REVENUE						
701-000-406-000	In Lieu of Taxes	0.00	0.00	0.00	0.00	0.00
701-000-664-000	Interest Earnings	0.00	0.00	0.00	0.00	0.00
701-000-675-000	Review/Escrow Deposits	0.00	1,715.36	205.36	(1,715.36)	100.00
Total Dept 000 - REVENUE		0.00	1,715.36	205.36	(1,715.36)	100.00
TOTAL REVENUES		0.00	1,715.36	205.36	(1,715.36)	100.00
Expenditures						
Dept 000 - REVENUE						
701-000-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 701 - ESCROW:						
TOTAL REVENUES		0.00	1,715.36	205.36	(1,715.36)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	1,715.36	205.36	(1,715.36)	100.00
BEG. FUND BALANCE		15,682.50	15,682.50			
END FUND BALANCE		15,682.50	17,397.86			

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REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION  
PERIOD ENDING 02/29/2024  
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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 737 - OPEB TRUST FUND						
Revenues						
Dept 000 - REVENUE						
737-000-581-000	Contribution - General Fund (OPEB)	0.00	0.00	0.00	0.00	0.00
737-000-669-000	Investment Gains and Losses	0.00	14,305.24	0.00	(14,305.24)	100.00
Total Dept 000 - REVENUE		0.00	14,305.24	0.00	(14,305.24)	100.00
TOTAL REVENUES		0.00	14,305.24	0.00	(14,305.24)	100.00
Expenditures						
Dept 000 - REVENUE						
737-000-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 737 - OPEB TRUST FUND:						
TOTAL REVENUES		0.00	14,305.24	0.00	(14,305.24)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	14,305.24	0.00	(14,305.24)	100.00
BEG. FUND BALANCE		212,759.34	212,759.34			
END FUND BALANCE		212,759.34	227,064.58			

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REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION  
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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 752 - PAYROLL CLEARING						
Revenues						
Dept 000 - REVENUE						
752-000-528-200	Federal Grants Other - County CARES	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Fund 752 - PAYROLL CLEARING:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE						
END FUND BALANCE						

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION  
PERIOD ENDING 02/29/2024  
% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDG USE
Fund 901 - FIXED ASSETS						
Expenditures						
Dept 101 - VILLAGE COUNCIL						
901-101-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 101 - VILLAGE COUNCIL		0.00	0.00	0.00	0.00	0.00
Dept 301 - POLICE/SHERIFF/CONSTABLE						
901-301-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 301 - POLICE/SHERIFF/CONSTABLE		0.00	0.00	0.00	0.00	0.00
Dept 441 - DEPARTMENT OF PUBLIC WORKS						
901-441-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 441 - DEPARTMENT OF PUBLIC WORKS		0.00	0.00	0.00	0.00	0.00
Dept 560 - DEPRECIATION						
901-560-968-001	Depr General Government	0.00	0.00	0.00	0.00	0.00
901-560-968-002	Depr Public Safety	0.00	0.00	0.00	0.00	0.00
901-560-968-003	Depr Public Works	0.00	0.00	0.00	0.00	0.00
901-560-968-004	Depr Recreation and Culture	0.00	0.00	0.00	0.00	0.00
901-560-968-005	Depreciation Equipment	0.00	0.00	0.00	0.00	0.00
Total Dept 560 - DEPRECIATION		0.00	0.00	0.00	0.00	0.00
Dept 751 - PARKS AND RECREATION						
901-751-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - PARKS AND RECREATION		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 901 - FIXED ASSETS:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE						
END FUND BALANCE						
TOTAL REVENUES - ALL FUNDS		11,390,019.00	5,265,135.03	230,100.81	6,124,883.97	46.23
TOTAL EXPENDITURES - ALL FUNDS		11,630,855.00	6,634,371.61	477,047.99	4,996,483.39	57.04
NET OF REVENUES & EXPENDITURES		(240,836.00)	(1,369,236.58)	(246,947.18)	1,128,400.58	568.53
BEG. FUND BALANCE - ALL FUNDS		15,357,030.51	15,357,030.51			

Attachment: February 2024 R&E (6628 : Financial Statements February 2024)

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION  
PERIOD ENDING 02/29/2024  
% Fiscal Year Completed: 66.67

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDG
		AMENDED BUDGET	02/29/2024	MONTH 02/29/2024		
END FUND BALANCE - ALL FUNDS		15,116,194.51	13,987,793.93			

Fund 101 GENERAL FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
ACCOUNTS RECEIVABLE			
101-000-020-000	Current Real Property Tax Receivable	4,348.66	10,342.4
101-000-028-000	Garbage Charges Receivable	18,724.72	21,088.5
101-000-029-000	Garbage Penalty Charges Receivable	1,882.52	2,948.5
101-000-040-000	Accounts Receivable	183.71	39,303.0
ACCOUNTS RECEIVABLE		25,139.61	73,682.4
CASH CHECKING			
101-000-001-000	Cash	4,263.20	4,340.1
101-000-007-000	Payroll-checking	1,509.18	125.2
CASH CHECKING		5,772.38	4,465.3
DUE FROM OTHER AGENCY			
DUE FROM OTHER AGENCY		0.00	0.0
DUE FROM INTERFUND			
DUE FROM INTERFUND		0.00	0.0
CASH INVESTMENTS			
CASH INVESTMENTS		0.00	0.0
PREPAID EXPENDITURES			
PREPAID EXPENDITURES		0.00	0.0
CASH SAVINGS			
101-000-002-000	Cash - Savings-GF Receiving	487,734.06	928,922.6
101-000-002-001	Cash Savings - Water Sewer	661.02	4,269.1
101-000-009-000	Investment/ MI Class	80,123.48	84,523.3
101-000-010-000	Investment/LGIP County Inv	463,828.97	600,786.3
101-000-011-000	Cash - Payroll Savings	21,966.28	(3,422.1
101-000-018-000	Cash - Imprest (Petty Cash)	225.00	100.0
101-000-019-000	Change Fund - Cash Drawer	250.00	250.0
CASH SAVINGS		1,054,788.81	1,615,429.3
Unclassified			
101-000-034-000	Unbilled Utility/Rubbish Receivable	48,546.33	0.0
101-000-067-301	Due from other funds	0.00	6.1
Unclassified		48,546.33	6.1
Total Assets		1,134,247.13	1,693,583.2
*** Liabilities ***			
ACCRUED AND OTHER LIAB			
101-000-213-000	Accrued Property Tax - Est Chargebacks	3,700.00	3,700.0
101-000-222-100	DUE TO OAKLAND COUNTY - DOG LICENSE	309.50	444.5
101-000-228-100	DUE TO STATE OF MICHIGAN - FINGERPRINT	200.00	138.2
101-000-231-002	Accident Ins -Principal	0.00	0.1
101-000-247-000	Health Insurance	0.00	8.9
101-000-279-000	Due From Retirees - Retiree Healthcare	466.61	(2,026.8
101-000-280-000	Due to Other Govt - Undistributed PILOT	0.00	(150.0
101-000-281-000	BZA/PC DEPOSITS	10,092.07	(27,496.6
ACCRUED AND OTHER LIAB		14,768.18	(25,381.7
ACCOUNTS PAYABLE			
ACCOUNTS PAYABLE		0.00	0.00
DUE TO INTERFUND			

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 101 GENERAL FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Liabilities ***			
	DUE TO INTERFUND	0.00	0.0
Unclassified			
101-000-339-000	Deferred Revenue	0.00	39,303.0
Unclassified		0.00	39,303.0
Total Liabilities		14,768.18	13,921.2
*** Fund Balance ***			
FUND BALANCE			
101-000-390-000	Fund Balance - Unassigned	791,074.97	864,895.5
FUND BALANCE		791,074.97	864,895.5
Total Fund Balance		791,074.97	864,895.5
Beginning Fund Balance		791,074.97	864,895.5
Net of Revenues VS Expenditures		328,403.98	814,766.5
Ending Fund Balance		1,119,478.95	1,679,662.0
Total Liabilities And Fund Balance		1,134,247.13	1,693,583.2

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 151 CEMETERY TRUST FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
ACCOUNTS RECEIVABLE			
	ACCOUNTS RECEIVABLE	0.00	0.0
CASH CHECKING			
	CASH CHECKING	0.00	0.0
CASH INVESTMENTS			
	CASH INVESTMENTS	0.00	0.0
PREPAID EXPENDITURES			
	PREPAID EXPENDITURES	0.00	0.0
CASH SAVINGS			
151-000-002-000	Cash - Savings-CPCF	127,666.17	112,765.4
151-000-010-000	Investment/LGIP County Inv	104,018.36	105,611.4
	CASH SAVINGS	231,684.53	218,376.9
Unclassified			
151-000-084-125	Due From DPW	122,181.80	94,291.8
	Unclassified	122,181.80	94,291.8
	<b>Total Assets</b>	<b>353,866.33</b>	<b>312,668.7</b>
*** Liabilities ***			
ACCRUED AND OTHER LIAB			
	ACCRUED AND OTHER LIAB	0.00	0.0
ACCOUNTS PAYABLE			
	ACCOUNTS PAYABLE	0.00	0.0
DUE TO INTERFUND			
	DUE TO INTERFUND	0.00	0.0
	<b>Total Liabilities</b>	<b>0.00</b>	<b>0.0</b>
*** Fund Balance ***			
FUND BALANCE			
151-000-390-000	Fund Balance - Unassigned	339,617.67	367,198.3
	FUND BALANCE	339,617.67	367,198.3
	<b>Total Fund Balance</b>	<b>339,617.67</b>	<b>367,198.3</b>
	<b>Beginning Fund Balance</b>	<b>339,617.67</b>	<b>367,198.3</b>
	<b>Net of Revenues VS Expenditures</b>	<b>14,248.66</b>	<b>(54,529.6</b>
	<b>Ending Fund Balance</b>	<b>353,866.33</b>	<b>312,668.7</b>
	<b>Total Liabilities And Fund Balance</b>	<b>353,866.33</b>	<b>312,668.7</b>

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 202 MAJOR STREET FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
ACCOUNTS RECEIVABLE			
	ACCOUNTS RECEIVABLE	0.00	0.0
CASH CHECKING			
202-000-007-000	Payroll-checking	0.00	(0.9
	CASH CHECKING	0.00	(0.9
DUE FROM OTHER AGENCY			
	DUE FROM OTHER AGENCY	0.00	0.0
DUE FROM INTERFUND			
	DUE FROM INTERFUND	0.00	0.0
PREPAID EXPENDITURES			
	PREPAID EXPENDITURES	0.00	0.0
CASH SAVINGS			
202-000-002-000	CASH	191,687.97	85,442.5
202-000-010-000	Investment/LGIP County Inv	217,513.93	355,406.7
202-000-011-000	Cash - Payroll Savings	1,545.62	6,891.2
	CASH SAVINGS	410,747.52	447,740.4
Unclassified			
	Unclassified	0.00	0.0
	<b>Total Assets</b>	<b>410,747.52</b>	<b>447,739.5</b>
*** Liabilities ***			
ACCRUED AND OTHER LIAB			
	ACCRUED AND OTHER LIAB	0.00	0.0
ACCOUNTS PAYABLE			
	ACCOUNTS PAYABLE	0.00	0.0
DUE TO INTERFUND			
	DUE TO INTERFUND	0.00	0.0
	<b>Total Liabilities</b>	<b>0.00</b>	<b>0.0</b>
*** Fund Balance ***			
FUND BALANCE			
202-000-390-000	Fund Balance - Unassigned	388,858.58	484,628.4
	FUND BALANCE	388,858.58	484,628.4
	<b>Total Fund Balance</b>	<b>388,858.58</b>	<b>484,628.4</b>
	<b>Beginning Fund Balance</b>	<b>388,858.58</b>	<b>484,628.4</b>
	<b>Net of Revenues VS Expenditures</b>	<b>21,888.94</b>	<b>(36,888.91)</b>
	<b>Ending Fund Balance</b>	<b>410,747.52</b>	<b>447,739.5</b>

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 202 MAJOR STREET FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
Total Liabilities And Fund Balance		410,747.52	447,739.5

Fund 203 LOCAL STREET FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
ACCOUNTS RECEIVABLE			
	ACCOUNTS RECEIVABLE	0.00	0.0
CASH CHECKING			
203-000-007-000	Payroll-checking	0.00	(15.4
	CASH CHECKING	0.00	(15.4
DUE FROM OTHER AGENCY			
	DUE FROM OTHER AGENCY	0.00	0.0
DUE FROM INTERFUND			
	DUE FROM INTERFUND	0.00	0.0
PREPAID EXPENDITURES			
	PREPAID EXPENDITURES	0.00	0.0
CASH SAVINGS			
203-000-002-000	Cash - Savings-LSF	11,757.57	19,769.2
203-000-010-000	Investment/LGIP County Inv	46,414.22	47,125.0
203-000-011-000	Cash - Payroll Savings	3,336.66	7,948.4
	CASH SAVINGS	61,508.45	74,842.6
Unclassified			
	Unclassified	0.00	0.0
	<b>Total Assets</b>	<b>61,508.45</b>	<b>74,827.2</b>
*** Liabilities ***			
ACCRUED AND OTHER LIAB			
	ACCRUED AND OTHER LIAB	0.00	0.0
ACCOUNTS PAYABLE			
	ACCOUNTS PAYABLE	0.00	0.0
DUE TO INTERFUND			
	DUE TO INTERFUND	0.00	0.0
	<b>Total Liabilities</b>	<b>0.00</b>	<b>0.0</b>
*** Fund Balance ***			
FUND BALANCE			
203-000-390-000	Fund Balance - Unassigned	63,125.21	83,506.8
	FUND BALANCE	63,125.21	83,506.8
Unclassified			
	Unclassified	0.00	0.0
	<b>Total Fund Balance</b>	<b>63,125.21</b>	<b>83,506.80</b>

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 203 LOCAL STREET FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
	<b>Beginning Fund Balance</b>	<b>63,125.21</b>	<b>83,506.8</b>
	<b>Net of Revenues VS Expenditures</b>	<b>(1,616.76)</b>	<b>(8,679.5</b>
	<b>Ending Fund Balance</b>	<b>61,508.45</b>	<b>74,827.2</b>
	<b>Total Liabilities And Fund Balance</b>	<b>61,508.45</b>	<b>74,827.2</b>

Fund 207 POLICE FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
ACCOUNTS RECEIVABLE			
207-000-040-000	Accounts Receivable	107,303.17	106,418.1
	ACCOUNTS RECEIVABLE	107,303.17	106,418.1
CASH CHECKING			
207-000-001-000	Cash	0.00	(42.8
207-000-007-000	Payroll-checking	0.00	21.6
	CASH CHECKING	0.00	(21.2
DUE FROM OTHER AGENCY			
207-000-072-000	Due From Counties	4,144.81	4,144.8
	DUE FROM OTHER AGENCY	4,144.81	4,144.8
DUE FROM INTERFUND			
	DUE FROM INTERFUND	0.00	0.0
CASH INVESTMENTS			
	CASH INVESTMENTS	0.00	0.0
PREPAID EXPENDITURES			
	PREPAID EXPENDITURES	0.00	0.0
CASH SAVINGS			
207-000-002-000	Cash Savings	258,446.21	(38,821.5
207-000-010-000	Investment/LGIP County Inv	289,178.76	293,607.3
207-000-011-000	Cash - Payroll Savings	975.34	29,729.2
	CASH SAVINGS	548,600.31	284,515.0
Unclassified			
	Unclassified	0.00	0.0
	<b>Total Assets</b>	<b>660,048.29</b>	<b>395,056.7</b>
*** Liabilities ***			
ACCRUED AND OTHER LIAB			
207-000-213-000	Accrued Property Tax - Est Chargebacks	1,100.00	1,100.0
207-000-231-002	Accident Ins -Principal	0.00	40.6
	ACCRUED AND OTHER LIAB	1,100.00	1,140.6
ACCOUNTS PAYABLE			
	ACCOUNTS PAYABLE	0.00	0.0
DEFERRED INFLOWS			
207-000-212-000	Ou1l - Def Revenue	110,348.17	106,418.1
	DEFERRED INFLOWS	110,348.17	106,418.1
DUE TO INTERFUND			
	DUE TO INTERFUND	0.00	0.0
	<b>Total Liabilities</b>	<b>111,448.17</b>	<b>107,558.7</b>

\*\*\* Fund Balance \*\*\*

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 207 POLICE FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Fund Balance ***			
FUND BALANCE			
207-000-390-000	Fund Balance - Unassigned	440,604.49	317,519.2
FUND BALANCE		440,604.49	317,519.2
Unclassified			
Unclassified		0.00	0.0
Total Fund Balance		440,604.49	317,519.2
Beginning Fund Balance		440,604.49	317,519.2
Net of Revenues VS Expenditures		107,995.63	(30,021.2
Ending Fund Balance		548,600.12	287,497.9
Total Liabilities And Fund Balance		660,048.29	395,056.7

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 225 DEPT OF PUBLIC WORKS FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
ACCOUNTS RECEIVABLE			
225-000-040-000	Accounts Receivable	5,493.83	2,129.4
ACCOUNTS RECEIVABLE		5,493.83	2,129.4
CASH CHECKING			
225-000-001-000	Cash	0.00	1,978.1
225-000-007-000	Payroll-checking	0.00	26.7
CASH CHECKING		0.00	2,004.8
DUE FROM INTERFUND			
DUE FROM INTERFUND		0.00	0.0
CASH INVESTMENTS			
CASH INVESTMENTS		0.00	0.0
PREPAID EXPENDITURES			
PREPAID EXPENDITURES		0.00	0.0
CASH SAVINGS			
225-000-002-000	Cash - Savings - DPW Fund	107,409.13	171,047.2
225-000-010-000	Investment/LGIP County Inv	26,888.56	27,300.2
225-000-011-000	Cash - Payroll Savings	(539.18)	2,302.7
CASH SAVINGS		133,758.51	200,650.3
Unclassified			
Unclassified		0.00	0.0
<b>Total Assets</b>		<b>139,252.34</b>	<b>204,784.6</b>
*** Liabilities ***			
ACCRUED AND OTHER LIAB			
ACCRUED AND OTHER LIAB		0.00	0.0
ACCOUNTS PAYABLE			
ACCOUNTS PAYABLE		0.00	0.0
DUE TO INTERFUND			
225-000-214-711	DUE TO CEMETERY PERPETUAL CARE	122,181.80	94,291.8
DUE TO INTERFUND		122,181.80	94,291.8
<b>Total Liabilities</b>		<b>122,181.80</b>	<b>94,291.8</b>
*** Fund Balance ***			
FUND BALANCE			
225-000-390-000	Fund Balance - Unassigned	29,945.32	52,251.2
FUND BALANCE		29,945.32	52,251.2
Unclassified			
Unclassified		0.00	0.00

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 225 DEPT OF PUBLIC WORKS FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Fund Balance ***			
	Total Fund Balance	29,945.32	52,251.2
	Beginning Fund Balance	29,945.32	52,251.2
	Net of Revenues VS Expenditures	(12,874.78)	58,241.6
	Ending Fund Balance	17,070.54	110,492.8
	Total Liabilities And Fund Balance	139,252.34	204,784.6

Fund 231 PARKING METER/SYSTEM FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
CASH CHECKING			
	CASH CHECKING	0.00	0.0
PREPAID EXPENDITURES			
	PREPAID EXPENDITURES	0.00	0.0
CASH SAVINGS			
231-000-002-000	CASH	(1,858.41)	(86.9
231-000-011-000	Cash - Payroll Savings	308.23	664.0
	CASH SAVINGS	(1,550.18)	577.0
Total Assets		(1,550.18)	577.0
*** Liabilities ***			
ACCRUED AND OTHER LIAB			
	ACCRUED AND OTHER LIAB	0.00	0.0
ACCOUNTS PAYABLE			
	ACCOUNTS PAYABLE	0.00	0.0
DUE TO INTERFUND			
	DUE TO INTERFUND	0.00	0.0
Total Liabilities		0.00	0.0
*** Fund Balance ***			
FUND BALANCE			
231-000-390-000	Fund Balance - Unassigned	1,420.12	3,916.4
	FUND BALANCE	1,420.12	3,916.4
Total Fund Balance		1,420.12	3,916.4
Beginning Fund Balance		1,420.12	3,916.4
Net of Revenues VS Expenditures		(2,970.30)	(3,339.4
Ending Fund Balance		(1,550.18)	577.0
Total Liabilities And Fund Balance		(1,550.18)	577.0

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
ACCOUNTS RECEIVABLE			
	ACCOUNTS RECEIVABLE	0.00	0.0
CASH CHECKING			
248-000-001-000	Cash	0.00	(125.0
248-000-007-000	Payroll-checking	(100.00)	(250.0
	CASH CHECKING	(100.00)	(375.0
DUE FROM OTHER AGENCY			
	DUE FROM OTHER AGENCY	0.00	0.0
DUE FROM INTERFUND			
	DUE FROM INTERFUND	0.00	0.0
CASH INVESTMENTS			
	CASH INVESTMENTS	0.00	0.0
PREPAID EXPENDITURES			
	PREPAID EXPENDITURES	0.00	0.0
CASH SAVINGS			
248-000-002-000	Cash Savings	104,298.97	265,103.1
248-000-010-000	Investment/LGIP County Inv	397,442.21	403,528.3
248-000-011-000	Cash - Payroll Savings	(1,922.94)	7,219.1
	CASH SAVINGS	499,818.24	675,850.7
Unclassified			
	Unclassified	0.00	0.0
	<b>Total Assets</b>	<b>499,718.24</b>	<b>675,475.6</b>
*** Liabilities ***			
ACCRUED AND OTHER LIAB			
248-000-213-000	Accrued Property Tax - Est Chargebacks	400.00	400.0
	ACCRUED AND OTHER LIAB	400.00	400.0
ACCOUNTS PAYABLE			
	ACCOUNTS PAYABLE	0.00	0.0
DUE TO INTERFUND			
	DUE TO INTERFUND	0.00	0.0
Unclassified			
	Unclassified	0.00	0.0
	<b>Total Liabilities</b>	<b>400.00</b>	<b>400.0</b>
*** Fund Balance ***			
FUND BALANCE			
248-000-390-000	Fund Balance - Unassigned	638,446.44	498,200.06

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Fund Balance ***			
FUND BALANCE		638,446.44	498,200.0
Unclassified			
Unclassified		0.00	0.0
Total Fund Balance		638,446.44	498,200.0
Beginning Fund Balance		638,446.44	498,200.0
Net of Revenues VS Expenditures		(139,128.20)	176,875.6
Ending Fund Balance		499,318.24	675,075.6
Total Liabilities And Fund Balance		499,718.24	675,475.6

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 301 DOWNTOWN DEV BOND PROJECT 2023

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
CASH CHECKING			
301-000-001-000	Cash	0.00	56,386.8
	CASH CHECKING	0.00	56,386.8
CASH SAVINGS			
301-000-002-000	CASH	0.00	2,706,240.2
	CASH SAVINGS	0.00	2,706,240.2
Total Assets		0.00	2,762,627.0
*** Liabilities ***			
ACCOUNTS PAYABLE			
	ACCOUNTS PAYABLE	0.00	0.0
DUE TO INTERFUND			
301-000-214-101	Due to General Fund	0.00	6.1
	DUE TO INTERFUND	0.00	6.1
Total Liabilities		0.00	6.1
*** Fund Balance ***			
FUND BALANCE			
301-000-390-000	Fund Balance - Unassigned	0.00	4,944,949.6
	FUND BALANCE	0.00	4,944,949.6
Total Fund Balance		0.00	4,944,949.6
Beginning Fund Balance		0.00	4,944,949.6
Net of Revenues VS Expenditures		0.00	(2,182,328.8
Ending Fund Balance		0.00	2,762,620.8
Total Liabilities And Fund Balance		0.00	2,762,627.0

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 401 CAPITAL PROJECTS FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
CASH CHECKING			
	CASH CHECKING	0.00	0.0
DUE FROM INTERFUND			
	DUE FROM INTERFUND	0.00	0.0
PROPERTY, PLANT, EQUIP			
	PROPERTY, PLANT, EQUIP	0.00	0.0
CASH INVESTMENTS			
	CASH INVESTMENTS	0.00	0.0
CASH SAVINGS			
401-000-002-000	Cash - Savings-CIF	13,243.14	2,481.4
	CASH SAVINGS	13,243.14	2,481.4
Unclassified			
	Unclassified	0.00	0.0
	<b>Total Assets</b>	<b>13,243.14</b>	<b>2,481.4</b>
*** Liabilities ***			
ACCRUED AND OTHER LIAB			
	ACCRUED AND OTHER LIAB	0.00	0.0
ACCOUNTS PAYABLE			
	ACCOUNTS PAYABLE	0.00	0.0
DUE TO INTERFUND			
	DUE TO INTERFUND	0.00	0.0
	<b>Total Liabilities</b>	<b>0.00</b>	<b>0.0</b>
*** Fund Balance ***			
FUND BALANCE			
401-000-390-000	Fund Balance - Unassigned	191,965.31	3,369.9
	FUND BALANCE	191,965.31	3,369.9
	<b>Total Fund Balance</b>	<b>191,965.31</b>	<b>3,369.9</b>
	<b>Beginning Fund Balance</b>	<b>191,965.31</b>	<b>3,369.9</b>
	<b>Net of Revenues VS Expenditures</b>	<b>(178,722.17)</b>	<b>(888.5)</b>
	<b>Ending Fund Balance</b>	<b>13,243.14</b>	<b>2,481.4</b>
	<b>Total Liabilities And Fund Balance</b>	<b>13,243.14</b>	<b>2,481.4</b>

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 404 DDA PROPERTY ACQUISITION

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
CASH CHECKING			
	CASH CHECKING	0.00	0.0
DUE FROM INTERFUND			
	DUE FROM INTERFUND	0.00	0.0
PREPAID EXPENDITURES			
	PREPAID EXPENDITURES	0.00	0.0
CASH SAVINGS			
404-000-002-000	Cash-Savings-DDA Property Acq.	326,768.77	169,424.5
	CASH SAVINGS	326,768.77	169,424.5
Unclassified			
	Unclassified	0.00	0.0
	<b>Total Assets</b>	<b>326,768.77</b>	<b>169,424.5</b>
*** Liabilities ***			
ACCOUNTS PAYABLE			
	ACCOUNTS PAYABLE	0.00	0.0
DUE TO INTERFUND			
	DUE TO INTERFUND	0.00	0.0
	<b>Total Liabilities</b>	<b>0.00</b>	<b>0.0</b>
*** Fund Balance ***			
FUND BALANCE			
404-000-390-000	Fund Balance - Unassigned	222,473.45	326,840.7
	FUND BALANCE	222,473.45	326,840.7
	<b>Total Fund Balance</b>	<b>222,473.45</b>	<b>326,840.7</b>
	<b>Beginning Fund Balance</b>	<b>222,473.45</b>	<b>326,840.7</b>
	<b>Net of Revenues VS Expenditures</b>	<b>104,295.32</b>	<b>(157,416.1</b>
	<b>Ending Fund Balance</b>	<b>326,768.77</b>	<b>169,424.5</b>
	<b>Total Liabilities And Fund Balance</b>	<b>326,768.77</b>	<b>169,424.5</b>

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 592 WATER AND SEWER FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
ACCUMULATED DEPRECIATION			
592-000-141-001	Accum Depreciation - Water	(2,489,596.41)	(2,597,346.5
592-000-145-001	Accum Depreciation Equip/Water	(247,651.88)	(258,598.6
592-000-155-000	Accumulated Depreciation Sewer	(5,041,763.42)	(5,170,405.4
592-000-161-000	Accumulated Depr Intangible Assets	(630,499.41)	(653,017.2
ACCUMULATED DEPRECIATION		(8,409,511.12)	(8,679,367.9
ADVANCE TO COMPONENT UNIT			
592-000-085-000	Advance to DDA	300,000.00	0.0
ADVANCE TO COMPONENT UNIT		300,000.00	0.0
ACCOUNTS RECEIVABLE			
592-000-020-000	Current Real Property Tax Receivable	24,155.79	67,720.3
592-000-030-000	Water Usage Receivable	80,427.72	98,717.7
592-000-031-000	Water Penalty Receivable	7,087.41	13,167.9
592-000-035-000	Sewer Charges Receivable	64,606.14	73,419.5
592-000-036-000	Sewer Penalty Receivable	6,277.95	10,315.4
ACCOUNTS RECEIVABLE		182,555.01	263,341.0
CASH CHECKING			
592-000-001-000	Cash	1,229.60	17,812.1
592-000-007-000	Payroll-checking	0.00	(10.4
CASH CHECKING		1,229.60	17,801.6
DUE FROM OTHER AGENCY			
DUE FROM OTHER AGENCY		0.00	0.0
DUE FROM INTERFUND			
DUE FROM INTERFUND		0.00	0.0
PROPERTY, PLANT, EQUIP			
592-000-139-000	Capital Assets - Equip.	342,397.09	342,397.0
592-000-140-001	Capital Assets - Water Lines	5,387,605.41	5,387,605.4
592-000-148-000	Vehicles	1,556,204.63	1,556,204.6
592-000-154-000	Sewer System	4,931,716.39	4,931,716.3
592-000-158-001	Costruction in Progress Water	5,435,368.14	5,435,368.1
592-000-160-000	Water Connect-Intang Assets	900,713.17	900,713.1
PROPERTY, PLANT, EQUIP		18,554,004.83	18,554,004.8
CASH INVESTMENTS			
CASH INVESTMENTS		0.00	0.0
PREPAID EXPENDITURES			
592-000-123-000	Prepaid Expense	10,894.43	10,894.4
PREPAID EXPENDITURES		10,894.43	10,894.4
CASH SAVINGS			
592-000-002-000	Cash Savings - Water/Sewer Fun	547,112.85	1,044,755.9
592-000-002-001	Cash Savings - Water Sewer	76,719.35	23,056.3
592-000-010-000	Investment/LGIP County Inv	1,798,642.90	1,561,771.2
592-000-011-000	Cash - Payroll Savings	1,332.57	13,226.1
CASH SAVINGS		2,423,807.67	2,642,809.7
Unclassified			
592-000-034-000	Unbilled Utility/Rubbish Receivable	475,213.13	0.0
Unclassified		475,213.13	0.0
Total Assets		13,538,193.55	

Fund 592 WATER AND SEWER FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Liabilities ***			
ACCRUED AND OTHER LIAB			
592-000-210-000	Contracts Payable-Oakland Cty	1,148,242.54	1,100,647.4
592-000-251-000	Accrued Interest Payable	33,107.99	33,107.9
592-000-260-000	Accrued Vacation Payable	7,217.75	8,586.0
ACCRUED AND OTHER LIAB		1,188,568.28	1,142,341.4
ACCOUNTS PAYABLE			
ACCOUNTS PAYABLE		0.00	0.0
DEFERRED INFLOWS			
592-000-212-000	Bonds Payable	4,711,879.00	4,446,879.0
DEFERRED INFLOWS		4,711,879.00	4,446,879.0
DUE TO INTERFUND			
DUE TO INTERFUND		0.00	0.0
Unclassified			
Unclassified		0.00	0.0
<b>Total Liabilities</b>		<b>5,900,447.28</b>	<b>5,589,220.4</b>
*** Fund Balance ***			
FUND BALANCE			
FUND BALANCE		0.00	0.0
Unclassified			
592-000-391-000	Net Position Invested in Capital Assets	4,472,154.09	4,472,154.0
592-000-395-000	Retained Earnings	2,745,423.89	2,709,158.1
Unclassified		7,217,577.98	7,181,312.2
<b>Total Fund Balance</b>		<b>7,217,577.98</b>	<b>7,181,312.2</b>
<b>Beginning Fund Balance</b>		<b>7,217,577.98</b>	<b>7,181,312.2</b>
<b>Net of Revenues VS Expenditures</b>		<b>420,168.29</b>	<b>38,951.1</b>
<b>Ending Fund Balance</b>		<b>7,637,746.27</b>	<b>7,220,263.4</b>
<b>Total Liabilities And Fund Balance</b>		<b>13,538,193.55</b>	<b>12,809,483.8</b>

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 701 ESCROW

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
ACCOUNTS RECEIVABLE			
	ACCOUNTS RECEIVABLE	0.00	0.0
CASH CHECKING			
701-000-001-000	Cash	0.00	705.3
	CASH CHECKING	0.00	705.3
CASH SAVINGS			
701-000-002-000	Cash - Savings R/E Fund	48,052.73	60,077.1
	CASH SAVINGS	48,052.73	60,077.1
	<b>Total Assets</b>	<b>48,052.73</b>	<b>60,782.4</b>
*** Liabilities ***			
ACCRUED AND OTHER LIAB			
701-000-256-000	Escrow Deposits Liability	43,384.63	43,384.6
	ACCRUED AND OTHER LIAB	43,384.63	43,384.6
ACCOUNTS PAYABLE			
	ACCOUNTS PAYABLE	0.00	0.0
DUE TO INTERFUND			
	DUE TO INTERFUND	0.00	0.0
	<b>Total Liabilities</b>	<b>43,384.63</b>	<b>43,384.6</b>
*** Fund Balance ***			
FUND BALANCE			
701-000-390-000	Fund Balance - Unassigned	0.00	15,682.5
	FUND BALANCE	0.00	15,682.5
	<b>Total Fund Balance</b>	<b>0.00</b>	<b>15,682.5</b>
	<b>Beginning Fund Balance</b>	<b>0.00</b>	<b>15,682.5</b>
	<b>Net of Revenues VS Expenditures</b>	<b>4,668.10</b>	<b>1,715.3</b>
	<b>Ending Fund Balance</b>	<b>4,668.10</b>	<b>17,397.8</b>
	<b>Total Liabilities And Fund Balance</b>	<b>48,052.73</b>	<b>60,782.4</b>

Attachment: February balance sheet (6628 : Financial Statements February 2024)

Fund 737 OPEB TRUST FUND

GL Number	Description	PERIOD ENDED 02/28/2023	PERIOD END 02/29/20
*** Assets ***			
ACCOUNTS RECEIVABLE			
	ACCOUNTS RECEIVABLE	0.00	0.0
CASH INVESTMENTS			
737-000-017-000	Investments - OPEB CLS	185,842.96	227,064.5
	CASH INVESTMENTS	185,842.96	227,064.5
Total Assets		185,842.96	227,064.5
*** Fund Balance ***			
FUND BALANCE			
737-000-390-000	Fund Balance - Unassigned	180,905.98	212,759.3
	FUND BALANCE	180,905.98	212,759.3
Total Fund Balance		180,905.98	212,759.3
Beginning Fund Balance		180,905.98	212,759.3
Net of Revenues VS Expenditures		4,936.98	14,305.2
Ending Fund Balance		185,842.96	227,064.5
Total Liabilities And Fund Balance		185,842.96	227,064.5

Attachment: February balance sheet (6628 : Financial Statements February 2024)



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Invoice Approval - March 11, 2024

**ITEM:** Approval of Invoices for March 11, 2024

**RECOMMENDED MOTION:** To approve March 11, 2024, bills in the amount of \$455,534.44 of which \$379,437.26 are DDA Bills for a net total of \$76,097.18 are approved for payment; and to receive and file the DDA bills.

**ATTACHMENTS:**

Check reg 3.12.24

03/07/2024 11:31 AM  
User: stouts  
DB: Village Of Lake

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION  
EXP CHECK RUN DATES 03/12/2024 - 03/12/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

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9.A.2.a

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check
Fund 101 GENERAL FUND					
Dept 000 REVENUE					
101-000-281-000	ESCROW	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU FEBRUARY	313.50	
		Total For Dept 000 REVENUE		313.50	
Dept 171 VILLAGE MANAGER					
101-171-957-000	2024 MME CONFERENCE HOTEL-MANAGE	COMERICA BANK	2024 MME CONFERENCE HOUSING & PARKING -	573.84	
		Total For Dept 171 VILLAGE MANAGER		573.84	
Dept 228 Information Technology					
101-228-801-000	BOARDS AND COMMISSION	GRANICUS	BOARDS & COMMISSIONS/ AGENDA & MINUTES	449.40	
		Total For Dept 228 Information Technology		449.40	
Dept 253 TREASURER					
101-253-719-000	VILLAGE CONTRIBUTION	ALERUS FINANCIAL	PENSION DEFINED CONTRIBUTION - VILLAGE	573.08	
101-253-956-000	MICHIGAN MUNICIPAL TREASURER ASS	COMERICA BANK	CREDIT CARD-SONJA FEB	99.00	
101-253-957-000	MMTA BASIC INSTITUE 2024	COMERICA BANK	CREDIT CARD-SONJA FEB	599.00	
		Total For Dept 253 TREASURER		1,271.08	
Dept 260 GENERAL ACTIVITIES					
101-260-719-000	VILLAGE CONTRIBUTIONS TO DC	ALERUS FINANCIAL	PENSION DEFINED CONTRIBUTION - VILLAGE	367.36	
101-260-727-000	BOAT STICKERS 300	M & B GRAPHICS	BOAT PASS STICKERS 2024	615.00	
101-260-729-000	POSTAGE FEBRUARY	QUADIENT POSTAGE FUNDING	POSTAGE	500.00	
101-260-730-000	OFFICE CALL ON 11/15/24	MICHIGAN OFFICE SOLUTIONS	SERVICE CALL	165.00	
101-260-730-000	LEASE PAYMENT 3/29-6/28	QUADIENT LEASING USA, INC	LEASE PAYMENT QUARTERLY	544.08	
101-260-730-000	1/21/24-02/21/24	XEROX CORPORATION	COPIER LEASE	496.70	
101-260-801-000	ADMIN 5	MICHAEL RILEY	BASIC FIRST AID/CPR/AED NEW RENEWAL	92.50	
101-260-823-000	1ONOS INC	COMERICA BANK	CREDIT CARD-SONJA FEB	92.72	
101-260-851-000	101-260-851-000 MAR 5- APR 4	COMCAST CABLE	COMCAST ACCT # 8529 10 142 0017924	349.94	
101-260-920-000	21 E CHURCH	DTE ENERGY	DTE BILL-FEBRUARY	1,468.46	
101-260-921-000	STREETLIGHTS	DTE ENERGY	STREETLIGHTS FEB	4,138.37	
101-260-921-000	175 BELLEVUE	DTE ENERGY	DTE BILL	19.85	
101-260-930-000	MATS FOR VILLAGE OFFICE FEBRUARY	DarWel ENTERPRISES LLC	MONTHLY MAT RENTAL VILLAGE OFFICES	195.97	
101-260-930-000	ACCT 28473094 VILLAGE MONTHLY MA	ORKIN PEST CONTROL	MONTHLY PEST BILL	114.99	
101-260-956-000	01/01/2024-01/31/2024	BASIC BENEFITS	MONTHLY COBRA FEE- JANUARY	33.97	
101-260-956-000	3/1/24-3/31/24	BASIC BENEFITS	MONTHLY COBRA FEE- MARCH	33.97	
		Total For Dept 260 GENERAL ACTIVITIES		9,228.88	
Dept 751 PARKS AND RECREATION					
101-751-920-000	66 S PARK	DTE ENERGY	DTE BILL-FEBRUARY	77.35	
101-751-932-000	2/9/24 PARK SIGN POSTS	HOME DEPOT CREDIT SERVICES	DPW MULTIPLE PURCHASES FEBRUARY	124.64	
		Total For Dept 751 PARKS AND RECREATION		201.99	
Dept 880 CONTRACT SERV - LEAGAL/ACCTING/ENGINEER					
101-880-811-000	101 LEGAL SERVICES	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU FEBRUARY	445.50	
101-880-814-000	OPEB EVALUATION	WATKINS ROSS	RETIREE HEALTH PLAN EVALUATION	1,200.00	
		Total For Dept 880 CONTRACT SERV - LEAGAL/ACCTING/ENGIN		1,645.50	
		Total For Fund 101 GENERAL FUND		13,684.19	
Fund 202 MAJOR STREET FUND					
Dept 463 ROUTINE MAINTENANCE					
202-463-719-000	VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	PENSION DEFINED CONTRIBUTION - VILLAGE	222.45	
202-463-726-000	PROPANE	LAKE ORION EQUIPMENT RENT#	PROPANE FOR ASPHALT PATCH MACHINE	55.44	
202-463-726-000	PROPANE HEATERS	LAKE ORION EQUIPMENT RENT#	PROPANE FOR ASPHALT MACHINE	55.44	

Attachment: Check reg 3.12.24 (6627 : Invoice Approval - March 11, 2024)

03/07/2024 11:31 AM  
User: stouts  
DB: Village Of Lake

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION  
EXP CHECK RUN DATES 03/12/2024 - 03/12/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

Page: 2/5

9.A.2.a

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check
Fund 202 MAJOR STREET FUND					
Dept 463 ROUTINE MAINTENANCE					
		Total For Dept 463 ROUTINE MAINTENANCE		328.89	
Dept 474 TRAFFIC SERVICES					
202-474-719-000	VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	PENSION DEFINED CONTRIBUTION - VILLAGE	83.42	
202-474-801-000	FLINT ST & BROADWAY	ROAD COMMISSON FOR OAKLANI	FLINT ST & BROADWAY SIGNAL MAINTENANCE	39.01	
		Total For Dept 474 TRAFFIC SERVICES		122.43	
Dept 478 WINTER MAINTENANCE					
202-478-719-000	VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	PENSION DEFINED CONTRIBUTION - VILLAGE	444.90	
		Total For Dept 478 WINTER MAINTENANCE		444.90	
		Total For Fund 202 MAJOR STREET FUND		896.22	
Fund 203 LOCAL STREET FUND					
Dept 463 ROUTINE MAINTENANCE					
203-463-719-000	VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	PENSION DEFINED CONTRIBUTION - VILLAGE	417.09	
		Total For Dept 463 ROUTINE MAINTENANCE		417.09	
Dept 474 TRAFFIC SERVICES					
203-474-719-000	VILLAGE CONTRIBUTION	ALERUS FINANCIAL	PENSION DEFINED CONTRIBUTION - VILLAGE	111.23	
		Total For Dept 474 TRAFFIC SERVICES		111.23	
Dept 478 WINTER MAINTENANCE					
203-478-719-000	VILLAGE CONTRIBUTION	ALERUS FINANCIAL	PENSION DEFINED CONTRIBUTION - VILLAGE	528.32	
		Total For Dept 478 WINTER MAINTENANCE		528.32	
		Total For Fund 203 LOCAL STREET FUND		1,056.64	
Fund 207 POLICE FUND					
Dept 301 POLICE/SHERIFF/CONSTABLE					
207-301-719-000	VILLAGE CONTRIBUTION	ALERUS FINANCIAL	PENSION DEFINED CONTRIBUTION - VILLAGE	31.76	
207-301-727-000	BINDER CLIPS MEDIUM BLACK	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	46.44	
207-301-727-000	LOPD BUSINESS CARDS	M & B GRAPHICS	BUSINESS CARDS (MIREs)	45.00	
207-301-730-000	1/20/24-2/19/24	APPLIED INNOVATION	POLICE COPY MACHINE	72.02	
207-301-730-000	POLICE PRINTER RICOH CONTRACT PA	U.S. BANK EQUIPMENT FINANC	RICOH CONTRACT PAYMENT POLICE PRINTER	108.45	
207-301-801-000	CHRIS MIREs	BEAUMONT URGENT CARE BY WE	PREEMPLOYMENT PHYSICAL	135.00	
207-301-802-000	POLICE	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU FEBRUARY	66.00	
207-301-802-000	PROSECUTIONS	BEIER HOWLETT, P.C.	PROSECUTIONS-SERVICES THRU FEBRUARY 29,	5,258.75	
207-301-851-000	POLICE PHONES	AT&T MOBILITY	DPW/POLICE/PARKING PHONES	198.93	
207-301-851-000	207-301-851-000 MAR 5 - APR 4	COMCAST CABLE	COMCAST ACCT # 8529 10 142 0017924	349.93	
207-301-865-000	POLICE	ROAD COMMISSON FOR OAKLANI	FUEL FOR DPW & POLICE JANUARY	457.61	
207-301-930-000	VINYL FLOORING IN SQUADROOM, CHI	M&K FLOORS	NEW VINYL FLOOR	7,252.00	
207-301-957-000	POLICE 24	MICHAEL RILEY	BASIC FIRST AID/CPR/AED NEW RENEWAL	444.00	
		Total For Dept 301 POLICE/SHERIFF/CONSTABLE		14,465.89	
		Total For Fund 207 POLICE FUND		14,465.89	
Fund 225 DEPT OF PUBLIC WORKS FUND					
Dept 441 DEPARTMENT OF PUBLIC WORKS					
225-441-719-000	VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	PENSION DEFINED CONTRIBUTION - VILLAGE	139.03	
225-441-740-000	2/2/24 SUPPLIES BATHROOM	HOME DEPOT CREDIT SERVICES	DPW MULTIPLE PURCHASES FEBRUARY	58.92	
225-441-741-000	2/9/24 SHOP SUPPLIES	HOME DEPOT CREDIT SERVICES	DPW MULTIPLE PURCHASES FEBRUARY	156.28	
225-441-801-000	EGLE; STORM WATER ANNUAL PERMIT	COMERICA BANK	CREDIT CARD-WES FEB	1,020.00	
225-441-801-000	RANDOM DRUG TESTING	FIRST ADVANTAGE O. H. S. C	RANDOM DRUG TESTING	32	

Attachment: Check reg 3.12.24 (6627 : Invoice Approval - March 11, 2024)

GL Number

Invoice Line Desc

Vendor

Invoice Description

Amount

Check

Fund 225 DEPT OF PUBLIC WORKS FUND					
Dept 441 DEPARTMENT OF PUBLIC WORKS					
225-441-821-000	UNIFORM CLEANING 2/28/24	UniFIRST	WEEKLY DPW UNIFORM CLEANING	97.22	
225-441-821-000	UNIFORM CLEANING 01/3/24	UniFIRST	WEEKLY DPW UNIFORM CLEANING	92.86	
225-441-851-000	FEB 20-MAR20	AT&T MOBILITY	DPW PHONES/TABLET 287283687328 ACCT #	166.00	
225-441-851-000	DPW PHONES	AT&T MOBILITY	DPW/POLICE/PARKING PHONES	44.58	
225-441-851-000	FEB 25-MARCH 24	COMCAST CABLE	ACCT # 8529 10 142 0021751 362 CASS ST	291.91	
225-441-865-000	DPW	ROAD COMMISSON FOR OAKLAND	FUEL FOR DPW & POLICE JANUARY	2,960.94	
225-441-920-000	362 CASS	DTE ENERGY	DTE BILL-FEBRUARY	510.98	
225-441-930-000	SECURITY CAMERA ANTENNA	AMAZON CAPITAL SERVICES	AMAZON	67.25	
225-441-930-000	2/6/24 ROOFING FOR ROOF	HOME DEPOT CREDIT SERVICES	DPW MULTIPLE PURCHASES FEBRUARY	104.13	
225-441-931-000	GAS CO; HOSE REPAIR HOT BOX ASPH	COMERICA BANK	CREDIT CARD-WES FEB	81.04	
225-441-931-000	OIL CHANGE	WEINGARTZ-WATERFORD	HYDRAULIC OIL CHANGE FOR VENTRAC	114.98	
225-441-957-000	DPW 6	MICHAEL RILEY	BASIC FIRST AID/CPR/AED NEW RENEWAL	111.00	
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS				6,340.64	
Total For Fund 225 DEPT OF PUBLIC WORKS FUND				6,340.64	
Fund 231 PARKING METER/SYSTEM FUND					
Dept 333 PARKING					
231-333-851-000	PARKING	AT&T MOBILITY	DPW/POLICE/PARKING PHONES	44.58	
Total For Dept 333 PARKING				44.58	
Total For Fund 231 PARKING METER/SYSTEM FUND				44.58	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 260 GENERAL ACTIVITIES					
248-260-801-000	FEBRUARY 2024 MANAGEMENT SERVICE	JANET BLOOM	MANAGEMENT SERVICES FOR FEBRUARY 2024	6,000.00	
248-260-823-000	WEBSITE MAINTENANCE	WYLDR CREATIVE LLC	WEBSITE MAINTENANCE	400.00	
248-260-823-001	AGENDA AND MINUTES	GRANICUS	BOARDS & COMMISSIONS/ AGENDA & MINUTES	288.90	
248-260-920-000	118 N BROADWAY	DTE ENERGY	DTE BILL-FEBRUARY	230.09	
248-260-920-000	24 FRONT ST ACCT 9200 096 8065 2	DTE ENERGY	24 FRONT ST DTE	19.30	
248-260-921-000	165 S BROADWAY	DTE ENERGY	DTE BILL-FEBRUARY	25.57	
Total For Dept 260 GENERAL ACTIVITIES				6,963.86	
Dept 728 ECONOMIC DEVELOPMENT					
248-728-888-000	ADVERTISING/MARKETING	20 FRONT STREET CONCEPTS,	MONTHLY FEE	300.00	
Total For Dept 728 ECONOMIC DEVELOPMENT				300.00	
Dept 729 PROMOTION					
248-729-880-015	ICE CARVINGS	CLEAR CUT ICE	ICE FEST - CARVINGS	6,750.00	
Total For Dept 729 PROMOTION				6,750.00	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND				14,013.86	
Fund 301 DOWNTOWN DEV BOND PROJECT 2023					
Dept 901 905					
301-901-950-000	215 BROADWAY	DTE ENERGY	DTE BILL-FEBRUARY	101.40	
Total For Dept 901 905				101.40	
Dept 905 DOWNTOWN Dev Bond 2023					
301-905-992-003	PRINCIPAL DUE 4/1/24	HUNTINGTON NATIONAL BANK	2023 DOWNTOWN DEVEL BOND INTEREST SERIE	75,000.00	
301-905-992-004	PRINCIPAL DUE 4/1/24	HUNTINGTON NATIONAL BANK	2023 DOWNTOWN DEVEL BOND INTEREST SERIE	180,000.00	
301-905-993-001	INTEREST DUE 4/1/24	HUNTINGTON NATIONAL BANK	2023 DOWNTOWN DEVEL BOND INTEREST SERIE	40,322.00	
301-905-993-002	INTEREST DUE 4/1/24	HUNTINGTON NATIONAL BANK	2023 DOWNTOWN DEVEL BOND INTEREST SERIE	70,000.00	

Attachment: Check reg 3.12.24 (6627 : Invoice Approval - March 11, 2024)

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check
Fund 301 DOWNTOWN DEV BOND PROJECT 2023					
Dept 905 DOWNTOWN Dev Bond 2023					
Total For Dept 905 DOWNTOWN Dev Bond 2023				365,322.00	
Total For Fund 301 DOWNTOWN DEV BOND PROJECT 2023				365,423.40	
Fund 592 WATER AND SEWER FUND					
Dept 556 WATER ACTIVITIES					
592-556-719-000	VILLAGE CONTRIBUTION	ALERUS FINANCIAL	PENSION DEFINED CONTRIBUTION - VILLAGE	834.19	
592-556-745-000	SCH1-00000-EAST-01	CHARTER TOWNSHIP OF ORION	WATER/SEWER BILL FEBRUARY	35,678.58	
592-556-813-000	SEWER	BEIER HOWLETT, P.C.	GENERAL MATTERS SERVICES THRU FEBRUARY	173.25	
592-556-931-001	HYDRANT METER 1 IN	GUNNERS METERS & PARTS,	1HYDRANT METERS	838.00	
592-556-931-001	HYDRANT METER 2 IN	GUNNERS METERS & PARTS,	1HYDRANT METERS	935.00	
592-556-957-000	MICHIGAN RURAL WATER MAR13-14 J	COMERICA BANK	CREDIT CARD-WES FEB	360.00	
592-556-957-000	WATER OPERATOR LICENSE REIMBURSE	JOEL WARREN		70.00	
592-556-957-000	S1 S2 WES SANCHEZ	MICHIGAN RURAL WATER ASSOC	WATER LICENSE REVIEW	360.00	
592-556-957-000	S3 S4 JOEL WARREN	MICHIGAN RURAL WATER ASSOC	WATER LICENSE REVIEW	360.00	
Total For Dept 556 WATER ACTIVITIES				39,609.02	
Total For Fund 592 WATER AND SEWER FUND				39,609.02	

Attachment: Check reg 3.12.24 (6627 : Invoice Approval - March 11, 2024)

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION  
EXP CHECK RUN DATES 03/12/2024 - 03/12/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check
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Fund Totals:					
Fund 101	GENERAL FUND			13,684.19	
Fund 202	MAJOR STREET FU			896.22	
Fund 203	LOCAL STREET FU			1,056.64	
Fund 207	POLICE FUND			14,465.89	
Fund 225	DEPT OF PUBLIC			6,340.64	
Fund 231	PARKING METER/S			44.58	
Fund 248	DOWNTOWN DEVELC			14,013.86	
Fund 301	DOWNTOWN DEV BC			365,423.40	
Fund 592	WATER AND SEWEI			39,609.02	
Total For All Funds:				455,534.44	

Attachment: Check reg 3.12.24 (6627 : Invoice Approval - March 11, 2024)



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Introduction of Amendment to Village Code Section 130.001 - Garage Sale Permit Fees

### BACKGROUND BRIEF:

Council is scheduled to introduce and give first reading to Ordinance No. 6.24 which amends Village Code Section 130.001 to replace the language in the code setting the fee for a garage sale permit at \$1.00 with new language that would permit the setting of the fee by resolution of the Village Council. The amendments also correct or clarify other language in the ordinance as highlighted in the attached draft.

This action is necessary to support the action recently taken by Council to increase the garage permit fee from \$1.00 to \$5.00. The current fee was established in 1972. While the financial impact of the code change is negligible for the Village, this change is one step in streamlining setting of fees by permitting the setting of fees by resolution rather than ordinance.

Attached is the proposed ordinance with proposed changes marked up for Council's consideration.

### SUMMARY OF PREVIOUS COUNCIL ACTION:

02/26/2024 - Council adopted the FY 2023-24 municipal fee schedule, including an increase in the garage permit fee from \$1.00 to \$5.00.

### FINANCIAL IMPACT:

The financial impact is negligible, since the Village only issues approximately three (3) permits annually.

### RECOMMENDED MOTION:

To introduce and give first reading to Ordinance No. 6.24, which amends Village Code Section 130.001 SALES ON RESIDENTIAL PROPERTY; GARAGE SALES; to request that the Clerk/Treasurer publish the required notice of the same; and to schedule the proposed ordinance for second reading and consideration for adoption at Village Council's March 25, 2024, regular meeting.

**ATTACHMENTS:**

Amendatory Ordinance - Code Sec. 130.001 - Sales on Residential Property-Garage Sales

STATE OF MICHIGAN, COUNTY OF OAKLAND  
 VILLAGE OF LAKE ORION  
 ORDINANCE NO. 6.24

An Ordinance to amend Title VIII. General Offenses, Chapter 130: Offenses Against Village Regulations to Change How the Fee for Garage Sales Permits Are Set.

THE VILLAGE OF LAKE ORION ORDAINS:

Title VIII. General Offenses

Chapter 130: Offenses Against Village Regulations

The Village Code at § 130.001 is amended and recommended by the Village Council, after public hearing was held on \_\_\_\_\_:

§ 130.001 SALES ON RESIDENTIAL PROPERTY; GARAGE SALES.

(A) The sale of goods, wares or merchandise from residentially zoned property in the village is hereby prohibited except as hereinafter provided.

(B) The prohibition contained herein does not apply to isolated garage sales at a residence. An ISOLATED GARAGE SALE is hereby defined as the sale of used personal property from a person's residence for a continuous period of not more than ten days and conducted not more than once each year. A permit for a garage sales will be obtained at the Village Clerk's office for a fee of \$1 set by the Village Council by resolution, from time to time. The permit shall be displayed during the garage sale and is applicable to a one time use.

This ordinance shall take effect upon its publication.

Amended only as specified above and in this Section, the Code of Lake Orion shall remain in full force and effect.

A synopsis of this Ordinance shall be published in accordance with the Charter of the Village of Lake Orion and this Ordinance shall become effective immediately upon the publication of the summary. If any provision of this Ordinance is held invalid, the invalidity does not affect other provisions that can be given effect without the invalid provision.

## VILLAGE OF LAKE ORION

By: \_\_\_\_\_  
Jerry Narsh, President

By: \_\_\_\_\_  
Susan Galeczka, Clerk

**CERTIFICATION**

I, Susan Galeczka, Clerk of the Village of Lake Orion, Michigan, do hereby certify that the foregoing Ordinance No. \_\_\_\_\_, was adopted at a Regular Meeting of the Village Council of the Village of Lake Orion held on \_\_\_\_\_, 2024, and that a synopsis thereof was published in accordance with the provisions of the Charter of the Village of Lake Orion in *The Lake Orion Review*, a newspaper circulated in the Village of Lake Orion, on \_\_\_\_\_, 2024, said publication having been made within fifteen (15) days after adoption of this Ordinance.

Date: \_\_\_\_\_, 2024

\_\_\_\_\_  
Susan Galeczka, Clerk



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Police Dispatch Services Agreement Renewal

**BACKGROUND BRIEF:** Police Chief Stanfield is recommending approval of the three-year Police Dispatch Service Agreement with Oakland County Sheriff's Office which is attached. The contract renewal is April 1, 2024, through March 31, 2027. The County will also be charging an annual warrant processing fee of \$3,000, which is included in the contract monthly rates.

The contract rates are established by the County Board of Commissioners every three years and apply uniformly to all municipalities receiving dispatch services.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

None

**FINANCIAL IMPACT:**

Please refer to attached agreement. The FY 2023-24 fees are \$40,870.92. Dispatching fees will increase by 12.75% to \$46,080.00 for FY 2024-25; 3.3% to \$47,585.04 for FY 2025-26; and 3.3% to \$49,139.52 for FY 2026-27.

**RECOMMENDED MOTION:**

To approve the 2024-2027 Police Dispatch Service Agreement between County of Oakland and Village of Lake Orion effective April 1, 2024, through March 31, 2027, and authorize the Village Manager to sign the agreement on behalf of the Village subject to approval by the Village Attorney.

**ATTACHMENTS:**

2024-2027 Village of Lake Orion Police Dispatch Agreement w.warrant



**LAKE ORION POLICE DEPARTMENT**  
 21 EAST CHURCH STREET  
 LAKE ORION, MI 48362  
**TODD STANFIELD, CHIEF OF POLICE**



03/01/24

Darwin McClary

I am recommending the Village of Lake Orion to the acceptance of the proposal from the Oakland County Sheriff's Office (OCSO) for Police Dispatch services during the period of April 1, 2024, to March 31, 2027.

The proposed rates increase for the Police Dispatch per the following years are as follows. The current cost for services for 2023-2024 is \$40,871.04.

- 2024 increase \$8,126 with new cost of \$48,997.04 from April 1, 2024-March 31, 2025.
- 2025 increase \$8,487 with new cost of \$57,484.04 from April 1, 2025-March 31, 2026.
- 2026 increase \$8,767 with new cost of \$ 66,251.04 from April 1, 2026-March 31, 2027.

These figures from OCSO have been meticulously calculated, taking into account anticipated increases in personal cost, including salary adjustments and associated fringe benefits.

The acceptance of this proposal will not only secure our law enforcement needs but also foster a continued positive working relationship with Oakland County Sheriff's Office.

Your prompt consideration of this recommendation is highly appreciated. If you have any question or require further clarification, please feel free to reach out. I am optimistic about the positive impact this decision will have on our community's safety and security.

Thank you for your attention to this matter.

Todd Stanfield  
 Police Chief

**Darwin McClary**

---

**From:** Todd Stanfield <stanfieldt@lakeorionpolice.org>  
**Sent:** Friday, January 26, 2024 9:37 AM  
**To:** Darwin McClary  
**Cc:** Sonja Stout  
**Subject:** FW: Dispatch Services Contracts

Darwin

I'm forwarding the price list for OCDO on dispatch services.

Todd Stanfield Chief of Police  
 Lake Orion Police Department  
 21 E. Church St.  
 Lake Orion, MI 48362  
 P (248) 693-8323  
 F (248) 693-8941  
 Email: stanfieldt@lakeorionpolice.org  
 "Like" us on FB at: [Facebook](#)

NOTICE: This e-mail message and any attached files are intended solely for the use of the addressee(s) named above in connection with official law enforcement business. This communication may contain sensitive information that may be statutorily or otherwise prohibited from being released without appropriate approval. Any review, use, or dissemination of this e-mail message and any attached file(s) in any form without the expressed written permission of the Lake Orion Police Department is strictly prohibited.

**----- Original Message -----**

**From:** Miles, Jennifer [<mailto:milesj@oakgov.com>]  
**To:**  
**Sent:** Fri, 26 Jan 2024 14:11:00 +0000  
**Subject:** Dispatch Services Contracts

Good Morning Sir,

I have been provided the rates from our fiscal department for the upcoming Dispatch Services contracts. Below is the information regarding police, fire, and warrant rates that will also be mailed to your agency. We anticipate paperwork being mailed out no later than January 31, 2024. The timeline coincides with the BOC committee meetings and approval process before we can have final versions of the agreements for signatures. The BOC committee meeting is

Attachment: 2024-2027 Village of Lake Orion Police Dispatch Agreement w.warrant (6548 : Police Dispatch Services Agreement Renewal)

Feb 20th/21st and the full BOC approval will hopefully be February 29th, so we can get you the final version for signature.

#### Rate Summary

- Fire per call rate proposed increased to \$40.19 for 2024, \$41.40 for 2025 and \$42.64 for 2026
- Police FTE rate proposed increased to \$8,216 for 2024, \$8,487 for 2025 and \$8,767 for 2026
- Warrant entry increased to \$20.00 per warrant for 2024, \$20.60 for 2025 and \$21.22 for 2026
- Individual totals for each CVT will be impacted by changes in Average number of Fire Calls, Number of FTE Officers and number of Warrants

#### Notable Changes:

- Incorporated union and general salary increases with associated fringe benefits
- Incorporated indirect costs at 7.3% as required by the Board of Commissioners

Thank you and if you have any questions about the information, please let me know.



### Captain Jen Miles

Emergency Communications & Operations Division

1200 N. Telegraph Rd Bldg. 47w | Pontiac, MI 48341

Office: 248-858-1645 | Cell: 248-234-1339

Email: [milesj@oakgov.com](mailto:milesj@oakgov.com)

Web: [www.oaklandsheriff.com](http://www.oaklandsheriff.com)

## Oakland County Sheriff's Office

**OFFICIAL SECURITY NOTICE:** This E-mail (including attachments) is covered by the Electronic Communications Privacy Act, 18 U.S.C. Sec. 2510-2521, is confidential and may be official, proprietary or legally privileged. The information is solely for the use of the addressee named above. If you are not the intended recipient, any disclosure, copying, distribution, or other use of the contents of this information is strictly prohibited. No confidentiality or privilege is waived or lost by any mistransmission. If you receive this message in error, please immediately delete it and all copies of it from your system, destroy any hard copies of it and notify the sender. You must not, directly or indirectly, use, disclose, distribute, print, or copy any part of this message if you are not the intended recipient. If you have received this E-mail in error, please notify us by return E-mail and delete this message. Thank you.

COUNTY OF OAKLAND  
**OFFICE OF THE SHERIFF**

MICHAEL J. BOUCHARD



January 31, 2024

Village of Lake Orion  
 Attn: Darwin D. P. McClary  
 21 East Church St.  
 Lake Orion, MI 48362

Dear Mr. McClary,

Please find enclosed a draft Police Dispatch Service Agreement for the period April 1, 2024 to March 31, 2027 for your review.

The Police Dispatch per full time eligible officer rates are anticipated to increase to \$8,126 for 2024, \$8,487 for 2025 and \$8,767 for 2026. The rate reflects increased personnel costs for salary increases and associated fringe benefits. The rate also includes indirect costs as required by the Board of Commissioners. Consistent with previous agreements, individual municipality costs will increase or decrease based on the number of FTE Officers.

The rates and agreements are pending Oakland County Board of Commissioner approval. Once approved, a final version will be sent to your office for signature.

Please feel free to contact me (248-858-5512), Major Chris Wundrach (248-858-4970) or Captain Jen Miles (248-858-1645) if you have any questions.

Sincerely,

*Gaia V. Piir*

Gaia Piir,  
 Sheriff Fiscal Officer

**2024 – 2027 POLICE DISPATCH SERVICE AGREEMENT  
BETWEEN COUNTY OF OAKLAND  
AND  
VILLAGE OF LAKE ORION**

**April 1, 2024 – March 31, 2027**

This Agreement is made and entered into between the COUNTY OF OAKLAND, a Michigan Constitutional and Municipal Corporation, whose address is 1200 North Telegraph Road, Pontiac, Michigan 48341 (COUNTY), and the VILLAGE OF LAKE ORION, a Michigan Constitutional and Municipal Corporation, whose address is 21 East Church St., Lake Orion, Michigan 48362 (MUNICIPALITY). In this Agreement, the COUNTY shall also be represented by the OAKLAND COUNTY SHERIFF, in their official capacity as a Michigan Constitutional Officer, whose address is 1200 North Telegraph Road, Bldg. 38 E., Pontiac, Michigan 48341 (SHERIFF). In this Agreement, whenever the COUNTY and the SHERIFF are intended to be referred to jointly, they shall be referred to as the "OAKLAND COUNTY SHERIFF'S OFFICE" (O.C.S.O.).

**INTRODUCTION**

**WHEREAS**, the MUNICIPALITY is authorized by law to provide police protection service for its residents; and

**WHEREAS**, to provide effective police protection services for its residents, the MUNICIPALITY must also provide municipal police department communication and dispatch functions; and

**WHEREAS**, the O.C.S.O. provides police communication and dispatch functions and has the capability to provide fire dispatch for the MUNICIPALITY but, absent this Agreement, is not obligated to provide POLICE DISPATCH SERVICE for the MUNICIPALITY; and

**WHEREAS**, the COUNTY and the MUNICIPALITY may enter into a contract by which the O.C.S.O. would provide POLICE DISPATCH SERVICE for the MUNICIPALITY; and

**WHEREAS**, the MUNICIPALITY has concluded that it is more cost effective for the MUNICIPALITY to contract for POLICE DISPATCH SERVICE with the O.C.S.O. than to equip and staff its own police communication and dispatch center; and

**WHEREAS**, the O.C.S.O. agrees to provide POLICE DISPATCH SERVICE for the MUNICIPAL POLICE PERSONNEL, under the following terms and conditions;

**NOW, THEREFORE**, it is mutually agreed as follows:

1. The COUNTY, with the cooperation and approval of the SHERIFF, shall, in conjunction with its existing O.C.S.O. police communication functions, provide POLICE DISPATCH SERVICE to POLICE PERSONNEL for the MUNICIPALITY.
2. For all purposes and as used throughout this Agreement, the words and expressions listed below, whether used in the singular or plural, within or without quotation marks, or possessive or non-possessive, shall be defined, read, and interpreted as follows:

- a. "POLICE DISPATCH SERVICE" shall be defined to include: any emergency or non-emergency telephone call or notice, of any kind, received by the O.C.S.O., which either requests, requires or, in the sole judgment of the O.C.S.O. or designated COUNTY AGENT(S), appears to request or require the presence, attention, or services of any MUNICIPAL POLICE PERSONNEL to address, respond, or attend to any issue, event, or circumstance involving public safety, a breach of peace, public health, an accident or accidental injury, the protection of property, or any emergency (including, but not limited to criminal, medical, fire, health, civil disputes, and/or civil infractions), which results in any O.C.S.O. or designated COUNTY AGENT(S) radio communication, or any attempted radio communication, to any MUNICIPAL POLICE PERSONNEL. Said services shall also include the entry of warrants into the Law Enforcement Information Network (LEIN) at the request of MUNICIPAL POLICE PERSONNEL, the storage by O.C.S.O. of said warrants after entry into LEIN, the updating of information stored in LEIN upon timely notification by the MUNICIPAL POLICE PERSONNEL of any changes to the status or continued validity of a warrant entered into LEIN, and the confirmation, when requested, of the existence and continued validity of said warrants upon request by authorized law enforcement officers and agents.
- b. "MUNICIPAL POLICE PERSONNEL" shall be defined to include: any and all uniformed, non-uniformed, civilian, command, volunteer, administrative and/or supervisory personnel employed and/or contracted by the MUNICIPALITY either to provide, supply, support, administer, or direct any MUNICIPALITY police or law enforcement services and/or any persons acting by, through, under, or in concert with any of them; or any other MUNICIPALITY official, officer, employee or agent whose MUNICIPALITY job duties may include the receipt of any O.C.S.O. POLICE DISPATCH SERVICE(S).
- c. "COUNTY AGENT(S)" shall be defined to include the OAKLAND COUNTY SHERIFF and any and all other COUNTY elected and appointed officials, commissioners, officers, boards, committees, commissions, departments, divisions, volunteers, employees (including any SHERIFF'S DEPUTY or SHERIFF'S DEPUTIES), agents, representatives, contractors, predecessors, successors, assigns, attorneys, or auditors (whether such persons act or acted in their personal, representative, or official capacities), and any and all persons acting by, through, under, or in concert with any of them. COUNTY AGENT(S) as defined in this Agreement shall also include any person who was a COUNTY AGENT(S) at any time during the term of this Agreement but, for any reason, is no longer employed, appointed, or elected in his/her previous capacity.
- d. "CLAIM(S)" shall be defined to include any and all losses, complaints, demands for relief or damages, lawsuits, causes of action, proceedings, judgments, deficiencies, penalties, and costs and expenses, including, but not limited to, any reimbursement for reasonable attorney fees, witness fees, court costs, investigation and/or litigation expenses, any amounts paid in settlement, or any other amount for which either party becomes legally and/or contractually obligated to pay, or any other liabilities of any kind whatsoever whether direct, indirect or consequential, whether based upon any

alleged violation of the constitution (federal or state), any statute, rule, regulation, or the common law, whether in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened.

3. The MUNICIPALITY agrees that under the terms of this Agreement, except for the POLICE DISPATCH SERVICE(S) expressly contracted for herein, neither the O.C.S.O. nor any COUNTY AGENT shall be obligated, in any other way, to provide or assist the MUNICIPALITY or any MUNICIPAL POLICE PERSONNEL with any other direct, indirect, backup, or supplemental support or police or emergency-related service or protection, of any kind or nature whatsoever, or required to send any COUNTY AGENT(S) to respond, in any way, to any call for MUNICIPAL POLICE PERSONNEL services.
4. The MUNICIPALITY agrees that it shall, at all times and under all circumstances, remain solely and exclusively responsible for all costs and liabilities associated with providing available on-duty MUNICIPAL POLICE PERSONNEL to receive and respond to any POLICE DISPATCH SERVICE in a timely and professional manner.
5. The MUNICIPALITY acknowledges that there may be circumstances when, despite all reasonable O.C.S.O. or COUNTY AGENT efforts, an O.C.S.O. or COUNTY AGENT attempt to communicate or provide POLICE DISPATCH SERVICE for MUNICIPAL POLICE PERSONNEL may be unsuccessful and, as a result, MUNICIPAL POLICE PERSONNEL'S timely response to a call for MUNICIPAL POLICE PERSONNEL assistance may not be forthcoming.
6. The MUNICIPALITY agrees that this Agreement does not, and is not intended to, include any O.C.S.O. warranty, promise, or guaranty, of any kind or nature whatsoever, concerning the provision of POLICE DISPATCH SERVICE(S) to the MUNICIPALITY except that the COUNTY will make a reasonable effort to provide POLICE DISPATCH SERVICE(S) for MUNICIPAL POLICE PERSONNEL consistent with existing O.C.S.O. communication and dispatching policies, procedures, orders, and standards.
7. The MUNICIPALITY agrees that under the terms of this Agreement the MUNICIPALITY shall be solely and exclusively responsible for all fees, costs, expenses, and liabilities, including any connectively costs, associated with the purchase, lease, operation, and/or use of any MUNICIPAL POLICE PERSONNEL radio or other communication equipment, and that the O.C.S.O. shall not be obligated to provide any MUNICIPAL POLICE PERSONNEL with any radio or other communication equipment of any kind. Similarly, the COUNTY agrees that the MUNICIPALITY shall not be obligated under the terms of this Agreement to supply or provide the O.C.S.O. with any additional telephones, telephone lines, radios, or other communications equipment or property.
8. The MUNICIPALITY agrees that this Agreement does not, and is not intended to, obligate or require the O.C.S.O. to change, alter, modify, or develop any different dispatch related codes, policies, practices or procedures; purchase or use any special or additional equipment; or, alternatively, prohibit the O.C.S.O. from implementing any future communication-related changes that the O.C.S.O., in its judgment and discretion, believes to be in its best interest.
9. The MUNICIPALITY agrees that it shall be solely and exclusively responsible, during the term of this Agreement, for guaranteeing that: (a) all MUNICIPAL POLICE PERSONNEL radios and/or other communication equipment will be properly set and adjusted to receive any

POLICE DISPATCH SERVICE(S) from the O.C.S.O. and/or COUNTY AGENT(S) and otherwise maintained in full and proper working order; (b) all MUNICIPAL POLICE PERSONNEL will be adequately trained and will comply with all applicable O.C.S.O. communication codes, practices, policies and procedures, as well as any applicable state or federal (FCC) communication requirements; (c) the MUNICIPALITY and all MUNICIPAL POLICE PERSONNEL shall, at all times, promptly and properly notify the designated COUNTY AGENT(S) of any on-duty or off-duty status and/or availability or unavailability of MUNICIPAL POLICE PERSONNEL to receive POLICE DISPATCH SERVICE(S) from the O.C.S.O.; and (d) all MUNICIPAL POLICE PERSONNEL radio and communication equipment, policies, practices and procedures shall conform to those of the O.C.S.O. as they now exist or may be changed in the future.

10. Subject to the following Paragraph, and unless canceled as provided for in this Paragraph, this Agreement shall become effective on April 1, 2024 and shall remain in effect continuously until it expires, without any further act or notice being required of any party, at 11:59 P.M. on March 31, 2027. The COUNTY, the SHERIFF, or the MUNICIPALITY may cancel this Agreement, for any reason, including the convenience of any party, and without any penalty, before its March 31, 2027 expiration by delivering a written notice of the cancellation of this Agreement to the other signatories to this Agreement, or their successors in office. Such written notice shall provide at least a ninety (90) calendar day notice of the effective date of cancellation, and such cancellation of this Agreement shall be effective at 11:59 P.M. on the last calendar day of the calendar month following the expiration of the 90 calendar day notice period.
11. This Agreement, and any subsequent amendments, shall not become effective prior to the approval by concurrent resolutions of the COUNTY Board of Commissioners and the MUNICIPALITY's Governing Body. The approval and terms of this Agreement shall be entered into the official minutes and proceedings of the COUNTY Board of Commissioners and the MUNICIPALITY's Governing Body and also shall be filed with the Office of the Clerk for the COUNTY and the MUNICIPALITY. In addition, this Agreement, and any subsequent amendments, shall be filed by a designated COUNTY AGENT(S) with the Secretary of State for the State of Michigan and shall not become effective prior to the filing of this Agreement with the Secretary of State.
12. In consideration of the COUNTY'S promises and efforts under this Agreement, the MUNICIPALITY agrees to pay to the COUNTY

\$3,840.00 per month for the months of April 1, 2024 through March 31, 2025;  
 \$3,965.42 per month for the months of April 1, 2025 through March 31, 2026; and  
 \$4,094.96 per month for the months of April 1, 2026 through March 31, 2027.

Said payments shall be made as follows:

- a. The COUNTY shall send an invoice to the MUNICIPALITY each month for services rendered the previous month. The MUNICIPALITY shall have 30 days from the date of each invoice to make payment.
- b. All Monthly payments shall be due and payable by the MUNICIPALITY without any further notice or demand from the COUNTY.

- c. Each such payment shall clearly identify that it is a monthly payment being made pursuant to this Agreement and identify the calendar month for which the MUNICIPALITY intended the payment to apply. The MUNICIPALITY agrees that the COUNTY, in its discretion, may apply any monthly payment received from the MUNICIPALITY to any past due amount or monthly payment then due and owing to the COUNTY pursuant to this Agreement.
13. If the MUNICIPALITY fails, for any reason, to pay the COUNTY any moneys due when and as due under this Agreement, the MUNICIPALITY agrees that unless expressly prohibited by law, the COUNTY or the County Treasurer, at their sole option, shall be entitled to setoff from any other MUNICIPALITY funds that are in the COUNTY'S possession for any reason. Funds include but are not limited to the Delinquent Tax Revolving Fund (DTRF). Any setoff or retention of funds by the COUNTY shall be deemed a voluntary assignment of the amount by the MUNICIPALITY to the COUNTY. The MUNICIPALITY waives any CLAIMS against the COUNTY or its Officials for any acts related specifically to the COUNTY'S offsetting or retaining such amounts. This paragraph shall not limit the MUNICIPALITY's legal right to dispute whether the underlying amount retained by the COUNTY was actually due and owing under this Agreement. If the COUNTY chooses not to exercise its right to setoff or if any setoff is insufficient to fully pay the COUNTY any amounts due and owing the COUNTY under this Agreement, the COUNTY SHALL HAVE THE RIGHT TO CHARGE UP TO THE THEN-MAXIMUM LEGAL INTEREST ON ANY UNPAID AMOUNT. Interest charges shall be in addition to any other amounts due to the COUNTY under this Agreement. Interest charges shall be calculated using the daily unpaid balance method and accumulate until all outstanding amounts and accumulated interest are fully paid. Nothing in this paragraph shall operate to limit the COUNTY'S right to pursue or exercise any other legal rights or remedies under this Agreement against the MUNICIPALITY to secure reimbursement of amounts due to the COUNTY under this Agreement. The remedies in this paragraph shall be available to the COUNTY on an ongoing and successive basis if the MUNICIPALITY at any time becomes delinquent in its payment. Notwithstanding any other term and condition in this Agreement, if the COUNTY pursues any legal action in any court to secure its payment under this Agreement, the MUNICIPALITY agrees to pay all costs and expenses, including attorney's fees and court costs, incurred by the COUNTY in the collection of any amount owed by the MUNICIPALITY.
  14. The MUNICIPALITY agrees that all MUNICIPALITY representations, liabilities, payment obligations, and/or any other related obligations provided for in this Agreement with regard to any acts, occurrences, events, transactions, or CLAIM(S), either occurring or having their basis in any events or transactions that occurred before the cancellation or expiration of this Agreement, shall survive the cancellation or expiration of this Agreement. The parties agree that the expiration, cancellation, or termination of this Agreement shall be without prejudice to any rights or claims of either party against the other and shall not relieve either party of any obligations which, by their nature, survive expiration or termination of this Agreement.
  15. Each Party shall be responsible for any CLAIM made against that Party and for the acts of its employees or agents.
  16. In any CLAIM that may arise from the performance of this Agreement, each Party shall seek its own legal representation and bear the costs associated with such representation, including any attorney fees.

17. Except as otherwise provided in this Agreement, neither Party shall have any right under any legal principle to be indemnified by the other Party or any of its agents or employees in connection with any CLAIM.
18. This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. Nothing in this Agreement shall be construed as a waiver of governmental immunity for either Party.
19. The MUNICIPALITY and the COUNTY agree that neither the COUNTY nor any COUNTY AGENT(S), by virtue of this Agreement or otherwise, shall be considered or asserted to be employees of the MUNICIPALITY and further agree that, at all times and for all purposes under the terms of this Agreement, the COUNTY and/or any COUNTY AGENT(S) legal status and relationship to the MUNICIPALITY shall be that of an Independent Contractor. The parties also agree that no MUNICIPAL POLICE PERSONNEL or any other MUNICIPALITY employee shall, by virtue of this Agreement or otherwise, be considered or asserted to be an employee, agent, or working under the supervision and control of the COUNTY and/or any COUNTY AGENT(S).
20. The MUNICIPALITY and the COUNTY agree that, at all times and for all purposes relevant to this Agreement, the MUNICIPALITY and the O.C.S.O. shall each remain the sole and exclusive employer of each of their respective employees. The MUNICIPALITY and the COUNTY each agree to remain solely and exclusively responsible for the payment of each of their respective employees' wages, compensation, overtime wages, expenses, fringe benefits, pension or retirement benefits, training expenses, or other allowances or reimbursements of any kind, including, but not limited to, workers' disability compensation, unemployment compensation, Social Security Act protection(s) and benefits, employment taxes, or any other statutory or contractual right or benefit based, in any way, upon employment of any COUNTY AGENT(S) or any MUNICIPAL POLICE PERSONNEL or any other MUNICIPAL employee.
21. This Agreement does not, and is not it intended to, create, change, modify, supplement, supersede, or otherwise affect or control, in any manner, any term(s) or condition(s) of employment of any COUNTY AGENT(S), any applicable O.C.S.O. employment and/or union contract(s), any level(s) or amount(s) of supervision, any standard(s) of performance, any sequence or manner of performance, and/or any O.C.S.O. rule(s), regulation(s), training and education standard(s), hours of work, shift assignment(s), order(s), policy(ies), procedure(s), directive(s), ethical guideline(s), etc., which shall, solely and exclusively, govern and control the employment relationship between the O.C.S.O. and/or all conduct and actions of any COUNTY AGENT(S).
22. The MUNICIPALITY agrees that neither the MUNICIPALITY nor any MUNICIPAL POLICE PERSONNEL shall provide, furnish or assign any COUNTY AGENT(S) with any job instructions, job descriptions, job specifications, or job duties, or, in any manner, attempt to control, supervise, train, or direct any COUNTY AGENT(S) in the performance of any COUNTY or COUNTY AGENT(S) duty or obligation under the terms of this Agreement.
23. The MUNICIPALITY agrees that it shall promptly deliver to the O.C.S.O. written notice and copies of any CLAIM(S), complaint(s), charge(s), or any other accusation(s) or allegation(s) of negligence or other wrongdoing, whether civil or criminal in nature, that the MUNICIPALITY becomes aware of which involves, in any way, the O.C.S.O. or any COUNTY AGENT(S). The

MUNICIPALITY agrees to cooperate with the O.C.S.O. in any investigation conducted by the SHERIFF of any act(s) or performance of any duties by any COUNTY AGENT(S).

24. All correspondence and written notices required or permitted by this Agreement shall be in writing and sent to each of the signatories of this Agreement, or any signatory successor in office, to the addresses shown in this Agreement. Except as otherwise provided for herein, all correspondence or written notices shall be considered effective: (a) the next business day, if personally delivered; (b) the third business day, if sent by U.S. mail, postage prepaid, return receipt requested; (c) the next business day, if sent by a nationally recognized overnight express courier with a reliable tracking system; or (d) the next business day with a written response or receipt of confirmation, if sent by e-mail or fax.
25. This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. The language of all parts of this Agreement is intended to and, in all cases, shall be construed as a whole, according to its fair meaning, and not construed strictly for or against any party. As used in this Agreement, the singular or plural number, possessive or non-possessive, shall be deemed to include the other whenever the context so suggests or requires.
26. Absent an express written waiver, the failure of any party to pursue any right granted under this Agreement shall not be deemed a waiver of that right regarding any existing or subsequent breach or default under this Agreement. No failure or delay on the part of any party in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.
27. The COUNTY and the MUNICIPALITY acknowledge that this Agreement shall be binding upon each of them and, to the extent permitted by law, upon their administrators, representatives, executors, successors and assigns, and all persons acting by, through, under, or in concert with any of them.
28. The MUNICIPALITY acknowledges that it has reviewed all of its current or proposed contracts, including any and all labor or union contracts with any MUNICIPAL POLICE PERSONNEL, and hereby warrants that the MUNICIPALITY does not have and will not have at any time during the term of this Agreement, any other contractual agreements that will in any manner restrict, interfere with, or prohibit the MUNICIPALITY and any MUNICIPAL POLICE PERSONNEL, or any other person from complying with the MUNICIPALITY's obligations and duties as set forth in this Agreement and/or the MUNICIPAL POLICE DISPATCH SERVICES as described herein.
29. This Agreement sets forth the entire contract and understanding between the COUNTY and the MUNICIPALITY and fully supersedes any and all prior oral or written understandings, communications, or contracts between the Parties related to the subject matter hereof. It is further understood and agreed that the terms of this Agreement are contractual and are not a mere recital and that there are no other contracts, understandings, or representations between the COUNTY and the MUNICIPALITY in any way related to the subject matter hereof, except as expressly stated herein. This Agreement shall not be changed or supplemented orally. This Agreement may be amended only by concurrent resolutions of the COUNTY Board of Commissioners and the MUNICIPALITY's Governing Body in accordance with the procedures set forth herein.

30. For and in consideration of the mutual promises, acknowledgments, representations, and agreements set forth in this Agreement, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the COUNTY and the MUNICIPALITY hereby agree and promise to be bound by the terms and provisions of this Agreement.

**IN WITNESS WHEREOF**, Darwin D. P. McClary, Lake Orion Village Manager, hereby acknowledges that he has been authorized by a resolution of the MUNICIPALITY's Governing Body (a certified copy of which is attached) to execute this Agreement on behalf of the MUNICIPALITY and hereby accepts and binds the MUNICIPALITY to the terms and conditions of this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

WITNESS:

VILLAGE OF LAKE ORION,  
a Michigan Municipal Corporation

\_\_\_\_\_  
Name:  
Title:

BY: \_\_\_\_\_  
Darwin D. P. McClary  
Village Manager

**IN WITNESS WHEREOF**, David T. Woodward, Chairperson, Oakland County Board of Commissioners, hereby acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners (a certified copy of which is attached) to execute this Agreement on behalf of the COUNTY and hereby accepts and binds the COUNTY to the terms and conditions of this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

WITNESS:

COUNTY OF OAKLAND,  
a Michigan Municipal Corporation

\_\_\_\_\_  
Name:  
Title:

BY: \_\_\_\_\_  
David T. Woodward  
Chairperson, Oakland County Board of  
Commissioners

**IN WITNESS WHEREOF**, Michael J. Bouchard, in his official capacity as SHERIFF, hereby concurs and accepts the terms and conditions of this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

WITNESS:

OAKLAND COUNTY SHERIFF,  
a Michigan Constitutional Officer

\_\_\_\_\_  
Name:  
Title:

BY: \_\_\_\_\_  
Michael J. Bouchard,  
Oakland County Sheriff



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Appointments to DDA Executive Director and Assistant Executive Director Positions

### BACKGROUND BRIEF:

The Lake Orion Downtown Development Authority (DDA) Board of Directors is requesting approval from the Village Council to employ and fix the compensation of the new DDA Executive Director and Assistant Executive Director pursuant to Section 205 of the Recodified Tax Increment Financing Act, Public Act 57 of 2018, as amended. If approved, Matthew Gibb would assume the duties of Executive Director, replacing Molly LaLone who left to accept a position with another municipality. Janet Bloom would fill a newly created position of Assistant Executive Director.

Attached are the letters of offer of employment for each position. Village Attorney Kucharek has reviewed and approved the offers as to legality in form and content.

### SUMMARY OF PREVIOUS COUNCIL ACTION:

None

### FINANCIAL IMPACT:

Please refer to the offers of employment.

### RECOMMENDED MOTION:

#1 - To approve the employment and fixing of compensation of Matthew Gibb as Executive Director for the Lake Orion Downtown Development Authority pursuant to Section 205 of the Michigan Recodified Tax Increment Financing Act, Public Act 57 of 2018, effective March 12, 2024, in accordance with the letter of offer of employment dated February 28, 2024; and to authorize the Village Manager to execute the offer of employment on behalf of the Village.

#2 - To approve the employment and fixing of compensation of Janet Bloom as Assistant Executive Director for the Lake Orion Downtown Development Authority pursuant to Section 205 of the Michigan Recodified Tax Increment Financing Act, Public Act 57 of 2018, effective

March 12, 2024, in accordance with the letter of offer of employment dated February 28, 2024; and to authorize the Village Manager to execute the offer of employment on behalf of the Village.

**ATTACHMENTS:**

DDA Executive Director Offer of Employment - Gibb

Matthew Gibb Resume 1.24(GRDM)

DDA Assistant Executive Director Offer of Employment - Bloom

Janet Bloom Resume 2024



118 N. Broadway, Lake Orion, MI 48362  
 Phone: 248-693-9742 Fax: 248-693-9749  
[www.downtownlakeorion.org](http://www.downtownlakeorion.org)

*The mission of the Lake Orion DDA is to enhance the economic potential and preserve the historical character of the Lake Orion DDA District, the heart and hub of the Orion Community, through promotional activities and an organizational structure that focuses on community involvement with local businesses, residents, and other stakeholders.*

February 28, 2024

To: Mr. Matthew Gibb

From: Debbie Burgess, Lake Orion DDA Board Chair

RE: Offer of Employment for Downtown Development Authority Executive Director position

Dear Mr. Gibb:

Please allow this letter to serve as an offer of employment for the position of the Village of Lake Orion's Downtown Development Authority (DDA) Executive Director. This offer is subject to successful completion of a background check, and physical examination and drug screen paid for by the Lake Orion DDA and the Village of Lake Orion. In addition, this offer is subject to final approval by the Lake Orion Village Council.

You shall perform all of the functions and duties of the position as specified by state law, the Downtown Development Authority job description, and the Village ordinance, as well as any other duties that may be assigned to you from time to time. You shall be an at-will, non-union, salaried and FLSA-exempt employee. As an FLSA-exempt employee, you shall not receive additional compensation beyond your salary for hours worked over forty (40) hours per week. No representative of the DDA Board or Village Council possesses any authority to enter into any agreement for any specific period of time or to make any agreement contrary to the foregoing. Any agreement altering the terminable at-will nature of the employment relationship shall be in writing and signed by the DDA Chairperson as the employer and you as the employee. If you need further clarification of the at-will status of this position, please do not hesitate to contact me.

You shall attend all meetings of the Downtown Development Authority board, as well as specific Village Council meetings as necessary. It may also be necessary for you to work beyond and outside of regular office hours to complete the normal duties of this position.

Employment benefits associated with this position include:

- **INSURANCES.** Life, disability, and dental insurance shall be provided at the same terms and levels as are provided to non-union employees of the Village generally. Blue Cross Blue Shield PPO or HSA health insurance shall be provided at your selection subject to any waiting periods, deductibles, copays, and employee contributions as required of non-union employees generally. Future increases in rates may require you as an employee to contribute toward funding any

increase in costs. You may apply for optional AFLAC insurance coverages at your sole cost, premiums for which shall be deducted from your pay. The terms and conditions of these insurance programs are subject to the applicable plan documents. The Village reserves the right to change insurance carriers or levels or types of coverage, level of employee cost contributions, or any other terms and conditions of the provision of insurance benefits. Currently, the Village pays a \$6,000 stipend if you decline health benefits and provide proof of other health coverage.

- **LEAVE TIME.** Four (4) personal leave days shall be credited on July 1 of each year to be used prior to June 30 of the succeeding year. Holiday leave with pay shall be as provided to other non-union Village employees generally. Sick time be credited at the rate of 4 hours per payroll period to a maximum of 96 hours per fiscal year with unlimited accumulation. However, no compensation shall be given for unused leave time for personal, sick, or holiday leave upon retirement or separation as an employee from the Village. Annual vacation is earned according to the length of service as a Village employee as follows:

- 1 year through 4 years: 20 days
- 5 years and above: 25 days

Vacation leave shall be credited on each anniversary date of employment, except that in the first year of employment, five (5) days of vacation shall be credited after the first month of employment, an additional five (5) days shall be credited after the third month of employment, and an additional ten (10) days shall be credited after the sixth month of employment. Vacation leave shall be used within one (1) year of being credited or shall be forfeited. There shall be no carryover of vacation leave time from one year to the next.

- **TUITION REIMBURSEMENT.** The Village will reimburse you for tuition and books upon completion of each course and with a grade of B or better for courses that are job related and approved by the Village Manager prior to your enrollment. This tuition reimbursement benefit shall be limited to a maximum of \$700.00 per fiscal year end and shall be contingent upon available budgetary appropriations.
- **RETIREMENT.** The Village shall provide a MERS defined contribution retirement program. The Village shall contribute an amount equal to ten percent (10%) of your base salary into the program. As an employee, you are required to contribute five percent (5%) of your base salary into the program, and such contributions shall be deducted from your pay.
- **BONDING.** You agree that you are bondable. The Village shall secure fidelity of other bonds as may be required for your employment and offer indemnification for your performance of duties as Executive Director.
- **STARTING SALARY.** Your initial salary shall be \$80,000.00 annually commencing on March 12, 2024, payable in prorated equal biweekly installments at the same time as normal payroll for employees of the Village generally. You shall be eligible for consideration for annual salary increases as recommended by the DDA Board and Village Council during the annual budget approval process. Please also note the stipend mentioned in the insurances section above.

- COMPENSATORY TIME. In lieu of overtime compensation, you shall be granted an additional forty (40) hours of paid leave annually as compensatory time. Compensatory Time shall be credited on July 1 of each year. Compensatory time may be taken as vacation days.
- RESIGNATION. You may resign your position at any time upon providing at least thirty (30) days advanced written notice to the DDA Chairperson. Such advanced notice shall not include any vacation or personal leave time. Your failure to provide said notice will result in the forfeiture of any accrued leave time of any type and may result in a determination by the DDA Board that your separation from Lake Orion DDA employment was not in good standing.
- MODIFICATION. This employment agreement may be modified by the personnel policies duly adopted by the village council and in effect at any given time. Additionally, the Village reserves the right to alter, increase, decrease, or eliminate any term of this agreement subject to applicable law.
- LAWSUITS. You agree not to commence any action of suit relating to your employment with the Village more than one hundred eighty (180) days after the date of occurrence of the facts giving rise to the claim, or more than one hundred eighty (180) days after the date of your termination of such employment, whichever is earlier, and to waive the longer statute of limitations to the contrary. In the event that the statute of limitations applicable to such a claim is less than one hundred eighty (180) days, you agree that the shorter statute of limitations shall apply.
- OTHER TERMS AND CONDITIONS. All other terms and conditions of employment shall be governed by personnel policies adopted by the Village Council for non-union employees of the Village.

This employment agreement shall be effective commencing on March 12, 2024 upon approval by the Village Council, the DDA Board and acceptance by you. If you have any questions regarding this offer of employment, please do not hesitate to contact me.

Sincerely,

Debbie Burgess,  
Chair  
Lake Orion DDA Board of Directors

Village Council Approval:

\_\_\_\_\_  
Per Village Council Action, March 11, 2024.  
Darwin McClary, Village Manager

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

DDA Board Approval:

\_\_\_\_\_  
Debbie Burgess, Chair, DDA Board

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

Accepted:

\_\_\_\_\_  
Matthew Gibb

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



# MATTHEW GIBB



A strong organizational leader and creative strategic planner with more than 30 years of experience in economic development, real estate, operational management, and legal oversight. Awarded for managing multiple programs in economic development and growth while maintaining key relationships across industry, government, and education both here and abroad. Recognized for regional leadership with a broad grasp on State and local political culture and protocol.

## KEY SKILLS

- Economic Development -15yrs
- Organizational Manager – 25yrs
- Ordinance Compliance – 25yrs
- Entrepreneurial Growth – 25yrs
- Non-Profit Leadership – 15yrs
- Knowledge of Codes, local and state process and inspection
- 

## KEY BACKGROUND

- Noted advocate with extensive knowledge of start-up ecosystem in Michigan.
- Former Board Member for various Regional Economic Development Organizations.
- Key Note Speaker on Emerging Sector growth at more than 100 events globally.

## CONTACT



[Redacted Email Address]



[Redacted Mobile Number]

[www.linkedin.com/in/MatthewAGibb](http://www.linkedin.com/in/MatthewAGibb)

## PROFESSIONAL EXPERIENCE

### **SPECIAL DIRECTOR – COMMUNITY DEVELOPMENT**

City of Pontiac – Pontiac, Michigan

February 2020 – March 2023

- Advised all aspects of community business development providing guidance and strategy for the use of incentives policy, building codes, entrepreneurial support, sit development and workforce development in the City. Helped create the Pontiac Farmers Market.

### **DEPUTY EXECUTIVE for ECONOMIC DEVELOPMENT**

Oakland County Executive – Waterford, Michigan

May 2011 – February 2018

- Leadership and strategic oversight of all economic development programs and business development goal of the County. Managed department of 110 individuals. Our work resulted in more than \$1 Billion in attracted and closed investment in my last year.
- Organized and grew membership in multiple advanced programs in multiple technology sectors, including Emerging Sectors, TECH248, Medical Main Street and the Connected Vehicle Task Force.
- Board Level Advisor to Automation Alley, Detroit Regional Chamber, EMMA International, and a frequent adjunct lecturer at Oakland University.

### **SENIOR BUSINESS ADVISOR**

Charter Course Legal, PC – Pontiac, Michigan

May 2017 – Present

- Often acting as Interim CEO, providing core management and strategic advice to advance small and mid-sized companies in growth and finance techniques, employment oversight, market development and emerging sector partnerships.
- Successfully completed more than 15 mergers and business to business acquisitions, while representing entities in EV, Skilled Training, Intelligent Transportation and Defense.

## EDUCATION

ALMA COLLEGE – Alma, Michigan BA 1990

UNIVERSITY OF KENTUCKY – Lexington, Kentucky JD 1993

- Proficient in Microsoft Office Applications.
- Multiple Web Design and Plug-In program use.
- Adobe, Salesforce and other CRM support tools.
- Broad facilities knowledge and network.
- Strong understanding of permitting and approval.



118 N. Broadway, Lake Orion, MI 48362  
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February 28, 2024

To: Ms. Janet Bloom

From: Debbie Burgess, Lake Orion DDA Board Chair

RE: Offer of Employment for Downtown Development Authority Assistant Director position

Dear Ms. Bloom:

Please allow this letter to serve as an offer of employment for the position of the Village of Lake Orion's Downtown Development Authority (DDA) Assistant Director. This offer is subject to successful completion of a background check, and physical examination and drug screen paid for by the Lake Orion DDA and the Village of Lake Orion. In addition, this offer is subject to final approval by the Lake Orion Village Council.

You shall perform all of the functions and duties of the position as specified by state law, the Downtown Development Authority job description, and the Village ordinance, as well as any other duties that may be assigned to you from time to time. You shall be an at-will, non-union, salaried and FLSA-exempt employee. As an FLSA-exempt employee, you shall not receive additional compensation beyond your salary for hours worked over forty (40) hours per week. No representative of the DDA Board or Village Council possesses any authority to enter into any agreement for any specific period of time or to make any agreement contrary to the foregoing. Any agreement altering the terminable at-will nature of the employment relationship shall be in writing and signed by the DDA Chairperson as the employer and you as the employee. If you need further clarification of the at-will status of this position, please do not hesitate to contact me.

You shall attend all meetings of the Downtown Development Authority board, as well as specific Village Council meetings as necessary. It may also be necessary for you to work beyond and outside of regular office hours to complete the normal duties of this position.

Employment benefits associated with this position include:

- **INSURANCES.** Life, disability, and dental insurance shall be provided at the same terms and levels as are provided to non-union employees of the Village generally. Blue Cross Blue Shield PPO or HSA health insurance shall be provided at your selection subject to any waiting periods, deductibles, copays, and employee contributions as required of non-union employees generally. Future increases in rates may require you as an employee to contribute toward funding any

increase in costs. You may apply for optional AFLAC insurance coverages at your sole cost, premiums for which shall be deducted from your pay. The terms and conditions of these insurance programs are subject to the applicable plan documents. The Village reserves the right to change insurance carriers or levels or types of coverage, level of employee cost contributions, or any other terms and conditions of the provision of insurance benefits. Currently, the Village pays a \$6,000 stipend if you decline health benefits and provide proof of other health coverage.

- LEAVE TIME. Four (4) personal leave days shall be credited on July 1 of each year to be used prior to June 30 of the succeeding year. Holiday leave with pay shall be as provided to other non-union Village employees generally. Sick time be credited at the rate of 4 hours per payroll period to a maximum of 96 hours per fiscal year with unlimited accumulation. However, no compensation shall be given for unused leave time for personal, sick, or holiday leave upon retirement or separation as an employee from the Village. Annual vacation is earned according to the length of service as a Village employee as follows:
  - 1 year through 4 years: 10 days
  - 5 years through 9 years : 15 days
  - 10 through 19 years: 20 days
  - 20 years and above: 25 days

Vacation leave shall be credited on each anniversary date of employment, except that in the first year of employment, five (5) days of vacation shall be credited after the first six months of employment, an additional five (5) days shall be credited after the second six months of employment. Vacation leave shall be used within one (1) year of being credited or shall be forfeited. There shall be no carryover of vacation leave time from one year to the next.

- TUITION REIMBURSEMENT. The Village will reimburse you for tuition and books upon completion of each course and with a grade of B or better for courses that are job related and approved by the Village Manager prior to your enrollment. This tuition reimbursement benefit shall be limited to a maximum of \$700.00 per fiscal year end and shall be contingent upon available budgetary appropriations.
- RETIREMENT. The Village shall provide a MERS defined contribution retirement program. The Village shall contribute an amount equal to ten percent (10%) of your base salary into the program. As an employee, you are required to contribute five percent (5%) of your base salary into the program, and such contributions shall be deducted from your pay.
- BONDING. You agree that you are bondable. The Village shall secure fidelity of other bonds as may be required for your employment and offer indemnification for your performance of duties as Executive Director.
- STARTING SALARY. Your initial salary shall be \$71,000.00 annually commencing on March 12, 2024, payable in prorated equal biweekly installments at the same time as normal payroll for employees of the Village generally. You shall be eligible for consideration for annual salary increases as recommended by the DDA Board and Village Council during the annual budget approval process. Please also note the stipend mentioned in the insurances section above.

- COMPENSATORY TIME. In lieu of overtime compensation, you shall be granted an additional forty (40) hours of paid leave annually as compensatory time. Compensatory Time shall be credited on July 1 of each year. Compensatory time may be taken as vacation days.
- RESIGNATION. You may resign your position at any time upon providing at least thirty (30) days advanced written notice to the DDA Chairperson. Such advanced notice shall not include any vacation or personal leave time. Your failure to provide said notice will result in the forfeiture of any accrued leave time of any type and may result in a determination by the DDA Board that your separation from Lake Orion DDA employment was not in good standing.
- MODIFICATION. This employment agreement may be modified by the personnel policies duly adopted by the village council and in effect at any given time. Additionally, the Village reserves the right to alter, increase, decrease, or eliminate any term of this agreement subject to applicable law.
- LAWSUITS. You agree not to commence any action of suit relating to your employment with the Village more than one hundred eight (180) days after the date of occurrence of the facts giving rise to the claim, or more than one hundred eighty (180) days after the date of your termination of such employment, whichever is earlier, and to waive the longer statute of limitations to the contrary. In the event that the statute of limitations applicable to such a claim is less than one hundred eighty (180) days, you agree that the shorter statute of limitations shall apply.
- OTHER TERMS AND CONDITIONS. All other terms and conditions of employment shall be governed by personnel policies adopted by the Village Council for non-union employees of the Village.

This employment agreement shall be effective commencing on March 12, 2024 upon approval by the Village Council, the DDA Board and acceptance by you. If you have any questions regarding this offer of employment, please do not hesitate to contact me.

Sincerely,

Debbie Burgess,  
Chair  
Lake Orion DDA Board of Directors

Village Council Approval:

\_\_\_\_\_  
Per Village Council Action, March 11, 2024.  
Darwin McClary, Village Manager

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

DDA Board Approval:

\_\_\_\_\_  
Debbie Burgess, Chair, DDA Board

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

Accepted:

\_\_\_\_\_  
Matthew Gibb

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

# Janet Bloom, PMP

Novi, Michigan 48375

## PROFESSIONAL EXPERIENCE

**POW! Strategies, Inc.** — Ferndale, MI

May 2019 to current

### Senior Consultant

*Pursue and execute contractual assignments from organizations seeking to turn around communities with business, economic development, marketing and communications strategies, management and services. These solutions can include project management, executive management, specific services or solution-oriented plans. POW! Strategies, Inc. provides training, strategy, consultation and management services.*

#### Key Achievements:

- Executive Management contract with Lake Orion DDA as interim executive director
- Executive Management contract with City of Dearborn for management of East and West Dearborn DDAs
- Event support for various communities

**Novi Chamber of Commerce** — Novi, MI

Dec. 2022 – July 2023

### President

*Manage a Chamber working to build back after Covid. Concentrations were on finding and securing new office space, building back membership, restarting the Ambassador and Young Professionals networks, continue CRM management and upgrades with new software, and evaluate events for revenue generation.*

#### Key Achievements:

- Secured new office location with preliminary CAD design of full build out, along with lawyer approved lease agreement.
- Launched Ambassador Program and Young Professionals program with strong participation numbers and events.
- Continued to build upon membership numbers with retention of current members, and adding more new and established businesses.

**POW! Strategies, Inc.** — Ferndale, MI

May 2019 to Dec. 2022

### Operations Manager for East Dearborn and West Dearborn Downtown Development Authorities

*Full time Executive Management Contract. Position duties included data management of current building and business owners and available properties; bookkeeping and managing city-directed purchasing policies; office management and administrative duties; fund development activities, district logistics for maintenance, landscaping and snow removal; and event assistance. Volunteer duties encompass recruitment, on-boarding, training, tracking hours, and development of an annual recognition program.*

#### Key Achievements:

- Further connecting volunteer pipeline with U of M – Dearborn campus through events and Alumni Dept.
- Working towards a comprehensive volunteer program via a revised manual and deeper community engagement
- Tightening work procedures for more streamlined workflow

**E.M.M.A. INTERNATIONAL CONSULTING GROUP, INC.** — Farmington Hills, MI

July 2016 to April 2019

### Sales & Marketing Specialist

*Assisted a newly launched, formerly home-based business in developing new branding including trade show booth and supporting materials, various advertising and marketing pieces, social media management, CRM creation and management, client management and sales cold calls. Based on staff levels, job consisted of office manager and operations tasks to sales and marketing duties. Additional duties included attendance and management of in-state and out-of-state conferences and trade shows at exhibitor and sponsor levels. Developed unique positioning of services with FTC and further developed relationships with FDA officials and lawyers*

within multi-national companies.

**Key Achievements:**

- Helped develop a polished brand image for new company
- Invited member of MichBio Membership Committee
- Assisted in two website projects (launch of new software website and refreshing company website)

**Various Marketing and Event Consulting Projects— Various, MI  
Consultant/Contractor**

Jan. 2015 to Dec. 2016

*Worked on various pro bono and contracted marketing and event projects.*

**GREATER FARMINGTON AREA CHAMBER OF COMMERCE — Farmington, MI  
Director of Programs & Events**

Nov. 2013 to Dec. 2014

*Director of Programs & Events managing Annual Dinner and Awards Program, State of the Cities, Taste of Two Cities, golf outings, Founders Festival, networking events, Business Expo, and Holiday luncheon. Responsibilities include sponsorship sales, event management, liaison with local and governmental organizations, marketing/advertising, and continually work on finding operational efficiencies within office processes and procedures.*

**Key Achievements:**

- Added new elements and sponsors to Founders Festival activities. Increased sponsorship inventory and sales
- Increased Facebook numbers and interactions
- Developed a more cohesive relationship with downtown merchants

**FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY — Farmington, MI  
Events Planner – Farmington DDA**

2009-2013

*Events Planner servicing 160+ Downtown Farmington businesses, the Farmington and Farmington Hills Community, and pulling regionally for the area's largest event, Founders Festival. Managed DDA events: Farmington Farmers & Artisans Market, Rhythmz in Riley Park, Downtown Farmington Founders Festival, Harvest Moon Celebration, Wish List Window and Holly Days. Launched and co-managed Art on the Grand with City of Farmington Hills Special Services. Responsibilities included event management, sponsorship sales, liaison with Main Street volunteers, liaison with community, civic, and governmental organizations, marketing and advertising, and maintaining event records and databases.*

**Key Achievements:**

- Media "voice" for DDA events with appearances/interviews on programs such as FOX 2 Morning News, WJR, SWOCC and interviewed for several newspaper and magazine articles.
- Assisted with award winning (Main Street Oakland County - MSOC) Press Corps press release scheduling and distribution system. Other MSOC awards: Rhythmz in Riley Park and Wish List Window.
- Created annual sponsorship packages covering multiple events for more effective sponsor packages.

**NORTHVILLE CHAMBER OF COMMERCE — Northville, MI  
Marketing and Events Director - Northville Chamber of Commerce**

2002-2009

**Special Events Coordinator - Northville Central Business Association and Downtown Development Authority**

*Marketing and Events Director for 500+ member chamber, servicing both City of Northville and Charter Township of Northville, conducting and publicizing networking and community events annually. Responsibilities include event management, sponsorship sales, liaison with community, civic, and governmental organizations, advertising, photography, and maintaining databases.*

*As Special Events Coordinator, reported directly to NCBA and DDA on management of three events. Offered input and support on marketing/advertising/event initiatives. Attended monthly board meetings and general membership meetings. Also attended City Council meetings, as needed.*

**Key Achievements:**

- Media "voice" for chamber with appearances on programs such as FOX 2 Morning News, WWJ, V98.7 and interviewed for several newspaper and magazine articles.
- Assisted in obtaining over \$100,000.00 in sponsorships for 2008 fiscal year.

- Team member in transitioning Friday Night Clock Concert Series from Northville Arts Commission to Northville Chamber and Northville Parks and Recreation.

**CITY OF NORTHVILLE ARTS COMMISSION** - Northville, MI  
**Project Manager for 21<sup>st</sup> Annual Art in the Sun Juried Fine Art Show**  
*Hired by City of Northville to run 2009 festival with a 3 month window.*

April 1-June 30, 2009

**Key Achievements:**

- Show exceeded budgeted expectations, despite short time frame.
- Managed over 45 volunteers to help show run smoothly.

**PENTAMARK WORLDWIDE/BBDO DETROIT** — Southfield and Troy, MI  
**Print Traffic Supervisor** – Troy, MI (2000-2002)

1998-2002

*Hired and trained staff of 13 Account Coordinators. Heavily involved in companywide processes for ISO 9001 system.*

**Key Achievements:**

- Team member in creating yearlong Professional Development Program serving a department of 65 entry level workers. Program featured vendor tours, executive presentations, and skill enhancement seminars.
- Created a shortened print trafficking process impacting all Dodge, Chrysler, and Jeep dealer field offices.
- Team member in developing web-based print and broadcast creative database for Dodge/Chrysler/Jeep National and Dealer field offices for order and delivery.

**Print Traffic Administrator** – Southfield, MI (1999-2000)

*Handled shipping and media forms of ad materials for 40 Dodge Dealer Association field offices.*

**Key Achievements:**

- Worked with Media Directors nationwide to restructure process and forms improving accuracy and timing.
- Eliminated duplication of services within department resulting in labor cost savings.
- Implemented new shipping policies that increased tracking of deliveries and lowered costs.

**Print Account Coordinator** – Southfield, MI (1998-1999)

*Routed deadline-sensitive ad materials for internal agency and client approvals.*

**Key Achievements:**

- Assisted in developing ISO policies, procedures and forms.
- Developed guidelines for newly created position of Print Traffic Administrator.

**WALT DISNEY WORLD** — Orlando, FL

1995-1997

*Worked within Disney Village Marketplace as Merchandise Hostess that quickly turned into a Control Stocker position at multiple store locations. Responsibilities included managing product procurement, inventory control, price management, and visual displays.*

**Key Achievements:**

- One of seven opening team members for the largest character retail store in the world, World of Disney.
- Set company standards for processing merchandise at a high volume location.
- Integral team member in setting record sales above any worldwide Walt Disney Parks, Resorts, or Disney Store retail location. First six-month store retail volume was \$63 million.

## EDUCATION

**Bachelor of Arts in Marketing (Eli Broad College of Business)**

Michigan State University — East Lansing, MI

**Bachelor of Arts in Advertising (College of Communication Arts and Sciences)**

Michigan State University — East Lansing, MI

## PROFESSIONAL DEVELOPMENT

Current participant in Michigan Downtown Association's MIDPM professional development program for Downtown Development Executive Directors (2022-2024)

Current participant in UofM – Flint's – online AI course "Generative AI Prompt Literacy" (2023-2024)

Certified Michigan Farmers Market Association (MIFMA) Farmers Market Manager (2022)

Michigan Farmers Market Association conference attendee/presenter

Project Management Professional (PMP) - Certified June 30, 2009

Michigan Festivals and Events Convention annual attendee 2002-2014; MFEA Scholarship Recipient

Trained Auditor for all company departments for ISO 9001 system at PentaMark Worldwide/BBDO Detroit

Northwood AdCraft Detroit Advertising Study Program Participant (2002)

Completed professional workshops on: Business Partnerships; Effective Consultative Selling; Effective Communications; Creating and Delivering Winning Presentations; Writing for Success

## COMPUTER SKILLS

MS Office Suite/365: Access, Excel, PowerPoint, Publisher, Outlook, Teams, and Word  
Google Suite

CRM Software: Salesforce, Pipeline, Chamber Master, and CC Assist

Social Media: LinkedIn, Facebook, X (formerly Twitter), YouTube, Meetup, and Hootsuite

Additional Software: ClickUp, Dropbox, GoToMeeting, WebEx, Lotus Notes,  
QuickBooks, Canva, ChatGPT, WordPress, Mailchimp, Survey Monkey, Constant Contact, and Zoom.

## VOLUNTEER ROLES

FIRST Robotics:

Novi High School "Frog Force" team – Sponsorship Mentor – made World Competition each year (2013 – current)

Hit 2022-2023 target of \$100,000.

Team achieved the highest honor from FIRST Robotics in 2021 – Hall of Fame team status,  
an achievement only earned by 31 teams globally, as of 2021.

Novi Middle School "Black Frogs" team – Mentor - made World Competition in St. Louis (2012-2013)

Coach for Destination Imagination (2009-2010)

Co-Den Leader for Cub Scouts (2008-2014)

Design Committee member for Northville's \$1.7 million Downtown Revitalization Program (2006 - 2007)

Meadowbrook Glens Homeowners Association – board member, secretary, and newsletter editor (2002-2004)

## REFERENCES

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Green's Park Schedule and Fees and Boat Dock Fees

### BACKGROUND BRIEF:

Administration is requesting that village council adopt a resolution establishing the annual fees for Green's Park passes and village boat dock passes. The Parks and Recreation Advisory Committee reviewed the fees and recommended that the boat dock passes be increased from \$50.00 to \$75.00 but would now include a seasonal family pass to Green's Park.

### SUMMARY OF PREVIOUS COUNCIL ACTION:

None

### FINANCIAL IMPACT:

In 2023, the Village Council approved the recommendation of the Village Manager to uncap the number of boat dock passes that would be sold. As a result, boat dock pass sales increased from 150 in 2022 to 270 in 2023. We expect approximately 300 passes to be sold in 2024. Revenue estimates for park fees is \$10,000 and \$20,000 for boat dock passes for a total of \$30,000 in revenue. The FY 2023-24 parks and recreation budget is \$46,487.

### RECOMMENDED MOTION:

To adopt the resolution establishing Green's Park Schedule and Fees and Boat Dock fees for the 2024-25 Season.

**RESOLUTION NO. 2024-013**

**VILLAGE OF LAKE ORION**

**COUNTY OF OAKLAND**

**STATE OF MICHIGAN**

**A RESOLUTION TO ESTABLISH GREEN'S PARK SCHEDULE AND FEES AND BOAT DOCK FEES FOR THE 2024-25 SEASON.**

**RESOLVED:** That Green's Park schedule and fees for the 2024-25 Season are established as follows:

**SCHEDULE:**

**Pre-Season - No Pass Required**

October to Thursday before Memorial Day: Dawn to Dusk

**NOTE:** No Attendant, No Lifeguard on Duty, No Swimming, Beach Closed, Buildings Closed (**no restroom facilities**)

**Summer Season - Pass Required**

**Day Pass: \$2.00 per Person**

**Seasonal Pass: \$25.00 Family** (*members living in same household*)

Friday before Memorial Day to Sunday after Labor Day: Dawn to Dusk

Weather permitting swim at your own risk - (**Lifeguard on Duty at times below**).

Building restroom facilities open; surveillance video camera and site monitored by Police.

Persons wishing to fish must do so at least 100 feet away from the beach and swimming area. Fishing is not allowed on the dock.

**NOTE: Attendant/Lifeguard on Duty**

School Days	3:00 p.m. - 7:00 p.m.
All Other Days	
Monday - Thursday	11:00 a.m. - 7:00 p.m.
Friday/Saturday/Sunday	11:00 a.m. - 8:00 p.m.

**Post-Season - No Pass Required**

October to May: Dawn to Dusk

**NOTE:** No Attendant, No Lifeguard on Duty, No Swimming, Beach Closed, Buildings Closed

(**No restroom facilities**)

**Group Use Reservation Fees (11 or more persons): (includes lifeguard)**

Monday through Friday:	Half Day	\$100.00
	Full Day	\$175.00

Saturday/Sunday	Available 11 am -8 pm	
	Half Day	\$175.00
	Full Day	\$200.00

**Event Daily no charge:** \$500 fee per day

**Fitness Group:** \$50.00/month - requires hold-harmless agreement and insurance certificate with village named as additional insured

**Pelton's Point and Green's Park Boat Dock Passes:** \$75.00/season (April 1 - October 31; includes seasonal family pass to Green's Park)

Day & Seasonal Passes, Group Reservations Permits, Park Rules & Regulations may be obtained at the Lake Orion Village Offices Monday through Thursday from 7:00 AM to 4:30 PM.

**PARK AND BOAT DOCK PASSES WILL NOT BE REISSUED IF LOST**

**ATTACHMENTS:**

2024-013 Green's Park Fees



VILLAGE OF LAKE ORION  
COUNTY OF OAKLAND  
STATE OF MICHIGAN

COUNCIL RESOLUTION 2024-013

A RESOLUTION TO ESTABLISH GREEN'S PARK SCHEDULE AND FEES AND BOAT DOCK FEES FOR THE 2024-25 SEASON.

RESULT:  
MOVER:  
SECONDER:  
AYES:  
NAYS:

**RESOLVED:** That Green's Park schedule and fees for the 2024-25 Season are established as follows:

**SCHEDULE:**

**Pre-Season - No Pass Required**

October to Thursday before Memorial Day: Dawn to Dusk

**NOTE:** No Attendant, No Lifeguard on Duty, No Swimming, Beach Closed, Buildings Closed (**no restroom facilities**)

**Summer Season - Pass Required**

**Day Pass: \$2.00 per Person**

**Seasonal Pass: \$25.00 Family** (*members living in same household*)

Friday before Memorial Day to Sunday after Labor Day: Dawn to Dusk

Weather permitting swim at your own risk - (**Lifeguard on Duty at times below**).

Building restroom facilities open; surveillance video camera and site monitored by Police.

Persons wishing to fish must do so at least 100 feet away from the beach and swimming area. Fishing is not allowed on the dock.

**NOTE: Attendant/Lifeguard on Duty**

School Days	3:00 p.m. - 7:00 p.m.
All Other Days	
Monday - Thursday	11:00 a.m. - 7:00 p.m.
Friday/Saturday/Sunday	11:00 a.m. - 8:00 p.m.

**Post-Season - No Pass Required**

October to May: Dawn to Dusk

**NOTE:** No Attendant, No Lifeguard on Duty, No Swimming, Beach Closed, Buildings Closed

(**No restroom facilities**)

**Group Use Reservation Fees (11 or more persons): (includes lifeguard)**

Monday through Friday:	Half Day	\$100.00
	Full Day	\$175.00
Saturday/Sunday	Available 11 am -8 pm	
	Half Day	\$175.00
	Full Day	\$200.00

**Event Daily no charge:** \$500 fee per day

**Fitness Group:** \$50.00/month - requires hold-harmless agreement and insurance certificate with village named as additional insured

**Pelton's Point and Green's Park Boat Dock Passes:** \$75.00/season (April 1 - October 31; includes seasonal family pass to Green's Park)

Day & Seasonal Passes, Group Reservations Permits, Park Rules & Regulations may be obtained at the Lake Orion Village Offices Monday through Thursday from 7:00 AM to 4:30 PM.

**PARK AND BOAT DOCK PASSES WILL NOT BE REISSUED IF LOST**

**CERTIFICATION**

I, Sonja Stout, duly appointed Clerk of the Village of Lake Orion, Oakland County, Michigan, do hereby certify that the foregoing is a true and correct copy of Resolution 2024-013 adopted by the Village of Lake Orion Village Council at its regular meeting held on the 11<sup>th</sup> day of March 2024.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan this this 11<sup>th</sup> day of March 11, 2024.



Sonja Stout  
 Village of Lake Orion Clerk

DATED: March 12, 2024.



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Schedule FY 2024-25 Goal Setting Work Session

**BACKGROUND BRIEF:**

Administration is requesting that Village Council schedule a goal setting work session to update Council's goals and objectives for the ensuing fiscal year. The work session should be held this month to permit the Village Manager to consider the goals in preparing the FY 2024-25 budget.

The current year's goals and objectives are attached for the information of Council.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

None

**FINANCIAL IMPACT:**

None

**RECOMMENDED MOTION:**

To schedule a work session of the Village Council for \_\_\_\_\_, 2024, at 6:30 PM, to discuss and formulate the Village Council's FY 2024-25 goals and objectives.

**ATTACHMENTS:**

Mission-Vision-Values-Goals-Objectives - FY 2023-24



## 2023-24 VISION, MISSION, VALUES, GOALS AND OBJECTIVES

Adopted: February 13, 2023

### VISION

The Village of Lake Orion is a desirable, vital, vibrant, safe, sustainable small community that cherishes its local culture, heritage and history as it moves forward into the future. Encouraging innovation and continuous improvement promoted by the diversity of its citizens and businesses through their involvement in local governance who understand their responsibility for protecting its special natural resources creating a unique place by which its citizens and businesses are proud to call "home".

### MISSION

*The Mission of the Village of Lake Orion is to foster the reemergence of our community with a vibrant downtown and a high quality of life that is enhanced by our historic character, trails and waterway features.*

### CORE VALUES

- **Trust.** We will maintain the highest levels of transparency, honesty, integrity, truthfulness, and ethical conduct.
- **Quality.** We will strive for excellence, professionalism, quality, and pride from public officials in the conduct of our work and the provision of our programs and services.
- **Innovation.** We will encourage and support new, creative ideas and reasonable risk taking, take advantage of unique and beneficial opportunities that advance our community.
- **Respect for all individuals.** We will respect individuals, embrace tolerance and diversity, treat all citizens fairly, and seek involvement and participation from individuals from all levels of the village government and from the community at large.
- **Teamwork.** We recognize and value the importance of working together to accomplish community goals.
- **Effective Service.** We strive to be trendsetters and value timely, courteous, cooperative, responsive, efficient, and effective public service.
- **Future Orientation.** We make decisions that stand the test of time, that help us to control our own destiny, that cultivate and sustain family heritage while encouraging intergenerational connection, that promote the viability and sustainability of our community for the long term, and provide a place that all citizens and businesses are proud to call "home".

## **GOALS AND OBJECTIVES**

- **Goal 1: Promote Sound and Prudent Financial Management**
  - **Objective 1.1: Identify, classify and determine use of all Village owned properties**. Consider possible license agreement options including use agreements with property owners on the lake for the Village owned right-of-way properties. Review Village owned properties to determine if any could be sold, licensed, or leased.
  - **Objective 1.2: Address parking needs of the downtown**, including pay to park- meters on street and a parking structure. Signage for employee parking areas. Consider Lumber Yard, parking deck and grants.
  - **Objective 1.3: Review Infrastructure Projects and Water and Sewer Rates Review**- Review the water and sewer rates based on the four-year step increases from 2022-2026 compared to current and future costs including infrastructure improvements of water and sewer system including the lift/pump stations.
- **Goal 2: Promote Proper Management of Capital Assets and Infrastructure**
  - **Objective 2.1: Water System Improvement Program - Phases 3/4**- Continue water main replacement program of the remaining old (1940) and undersized (>8") mains. \$3,090,000 authorized bond balance (\$10,000,000 total) in 2018. Design engineering needs to be completed and grants/loans financing secured. This would include the lead goose neck/galvanized service lines as well.
  - **Objective 2.2: Sanitary Sewer System Improvement Program** – Prioritize a comprehensive sanitary sewer system improvement and funding plan, including repair and rehabilitation of pump/lift stations. SAD (special assessment district) option for sanitary sewer system improvements.
  - **Objective 2.3: DPW Yard site renovation plan** – Prepare a DPW Building improvement/replacement plan and provide funds for future needs. Prepare a DPW Yard site plan proposal.
  - **Objective 2.4: Create a comprehensive sidewalk improvement plan**
  - **Objective 2.5: Promote a comprehensive capital improvement plan and look for sustainable methods for funding**
  - **Objective 2.6: Replacement of Children’s Park Pedestrian Bridge** – The pedestrian bridge at Children’s Park to be replaced with bridge structure previously purchased.
- **Goal 3: Promote Quality Recreation Services and Environmental Stewardship**
  - **Objective 3.1: Paint Creek Stream Bank Stabilization** – Obtain grant funding to complete necessary improvements to the Paint Creek stream banks.

- **Objective 3.2: Review lake drawdown** – Lake lowering every five years - next 2027; structures issues; approval of EGLE/DNR; public input on value of continuing. Infrastructure spillway issue that goes under private property. Reevaluate engineering/repair of structures or abandon. Have hydrological study conducted on options. DNR cold water bottom draw down evaluation. Consider impact of further erosion of Paint Creek, consider deferring drawdown until bank is stabilized.

- **Goal 4: Promote a Positive Community Image**

- **Objective 4.1: Increase/Promote clear & frequent communication from Village Council to residents & businesses:**
  - Newsletter (quarterly or more often)



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Village Manager Annual Performance Evaluation

### BACKGROUND BRIEF:

Administration is requesting that Village Council schedule special meetings to conduct the annual performance evaluation of the Village Manager and Village Clerk/Treasurer. The scheduling and conduct of these evaluations are in accordance with employment agreements. The evaluations may be scheduled on one date or separate dates at the pleasure of the Council.

Attached are the employment agreements for the Village Manager and Village Clerk/Treasurer for the information of Council.

The employees may request a closed meeting for their evaluations in accordance with the Michigan Open Meetings Act. Otherwise, the evaluations shall be conducted only in open session.

### SUMMARY OF PREVIOUS COUNCIL ACTION:

None

### FINANCIAL IMPACT:

None

### RECOMMENDED MOTION:

To schedule the annual performance evaluations for the Village Manager and Village Clerk/Treasurer for the following date(s) and times: \_\_\_\_\_.

### ATTACHMENTS:

Employment Agreement - McClary 2022-10-25

Clerk-Treasurer Employment Agreement - Stout - 2023-12-12

# COPY

## **VILLAGE OF LAKE ORION VILLAGE MANAGER EMPLOYMENT AGREEMENT**

**THIS AGREEMENT** is made as of the date it is fully signed and is between the Village of Lake Orion, Oakland County, Michigan, a Michigan municipal corporation, whose address is 21 East Church Street, Lake Orion, Michigan 48362, hereinafter referred to as "Village", and Darwin D. P. McClary, whose address is 7580 Natalie Drive, Ypsilanti, MI 48197, hereinafter referred to as "Manager."

### **RECITALS:**

**WHEREAS**, pursuant to Section 3.7 of the Village Charter, the Village Council desires to employ Manager to hold the office of and serve at the pleasure of the Council, as Village Manager of the Village of Lake Orion; and,

**WHEREAS**, Manager has been selected by the Council on the basis of training, experience and ability in work which would qualify him for the position of Village Manager, and Manager desires to accept employment as Village Manager of the Village of Lake Orion; and,

**WHEREAS**, the Parties to this Agreement desire to set forth the terms, conditions, benefits and other provisions that the Village Council and Manager have agreed upon with respect to Manager's employment by the Village as Village Manager;

**NOW THEREFORE**, in consideration of the promises and mutual agreements herein, the parties agree as follows:

### **SECTION 1. DUTIES**

The Village agrees to employ Manager and Manager agrees to serve as the Village Manager of the Village of Lake Orion to perform the functions and duties specified in the Charter and Code of Ordinances for and of the Village of Lake Orion, and such other legally permissible and proper duties and functions as the Village Council shall from time to time assign to the Manager. Effective upon commencement of the Term of employment under this Agreement, Manager shall not maintain or be engaged in any other full or part time employment or business.

### **SECTION 2. TERM**

- A. The term of this Agreement shall be for an indefinite term commencing on the date the Manager begins employment with the Village and the Manager shall serve at the pleasure of the Village Council, subject to the provisions in Sections 4 and 5.
- B. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the rights of the Village Council to terminate the services of the Manager at any time, subject to the provisions in Sections 4 and 5.



- C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Manager to resign at any time, subject only to the provisions set forth in Section 5.

### **SECTION 3. SUSPENSION**

The Village may suspend the Manager with full pay and benefits at any time during the term of this Agreement by a majority vote of the Village Council.

### **SECTION 4. TERMINATION**

- A. The Manager shall serve at the pleasure of the Village Council and may be terminated without cause by a majority vote of the Village Council. Such a termination shall be effective no earlier than 30 days after the Manager receives written notice of the termination and the severance pay specified in Section 5.
- B. The Manager may be terminated for cause by a majority vote of the Village Council after the Manager has been given written notice stating the cause for termination at least ten (10) days prior to a hearing by the Village Council at which Manager shall have the opportunity to be heard. Cause for termination under this Section is defined as a failure to perform duties, after written notice from the Village and reasonable opportunity to correct performance or for a conviction of a crime, a violation of the standards of conduct for public officers under MCL 15.342, breach of this Agreement, malfeasance, misfeasance, and nonfeasance, or a violation of any federal, state, county or other governmental law or regulation while acting as Village Manager. In the event the Manager is terminated based upon cause, the Village shall have no obligation to pay the Manager any severance pay or payment for any accrued vacation, PTO, holiday, sick, compensatory or personal leave time that may otherwise be payable to the Manager.

### **SECTION 5. TERMINATION PROVISIONS**

- A. In the event the Manager is terminated without cause at a time when the Manager is willing and able to perform the duties under this Agreement, the Village agrees to pay the Manager a lump sum cash payment equal to six (6) months' base salary as severance pay.
- B. The Manager may resign effective no earlier than 30 days, or such other period of time as the Manager and Village Council agree, after written notice of the resignation is given to the Village Council by delivery to the Village Clerk. Failure of the Manager to give the required 30 day prior notice of resignation will result in forfeiture of the right to payment for any accrued vacation, PTO, holiday, sick, compensatory or personal leave time that may otherwise payable to resigning Village department heads.

- C. By agreement of the Manager and Village Council, the Manager may continue to serve as Village Manager after the otherwise effective date of a termination without cause or resignation in which event the Manager's then-current salary and benefits shall be continued.

## **SECTION 6. DISABILITY**

Subject to and consistent with, the requirements of federal and state law and the severance pay requirements of Section 5A, if the Manager is permanently disabled or is otherwise unable to perform the duties required because of sickness, accident, injury, mental incapacity, or health for a period of four (4) successive weeks beyond the amount of any accrued sick, vacation, personal and compensatory leave time, the Village Council may terminate this Agreement. In such case, the Village will take steps necessary to ensure that Manager receives any short term disability and long term disability payments the Manager would be eligible for and the Manager shall be compensated for any accrued sick, vacation, personal and compensatory leave time and other accrued benefits in the same manner as department heads who resign.

## **SECTION 7. SALARY**

The Village agrees to pay the Manager an annual salary for services rendered pursuant to this Agreement, to be distributed through the Village's normal payroll system, in an amount to be determined annually by the Village Council. Upon commencement of Manager's employment under this Agreement, the annual base salary shall be \$85,000.00. The annual determinations of the base salary for the fiscal year that begins July 1 shall be made by the Village Council no later than the last regular Council meeting in March of that year, taking into account the performance evaluations described in Section 8. Any increases in the base salary and/or other benefits of the Manager shall be in such amounts and to such extent as the Village Council may determine desirable or appropriate.

## **SECTION 8. PERFORMANCE EVALUATIONS**

The Village Council shall review and evaluate the performance of the Manager as provided in this Section. During the first year of service, the evaluation shall be done after six (6) months, and then on an annual basis in March of each year. Performance evaluations are intended to provide a means for communication between the Village Council and Manager, and shall be conducted in a manner determined by the Village Council. The review shall include a review of performance since the last evaluation and an identification by the Council of goals, objectives and expectations for and of the Manager that will be included as criteria in the next performance evaluation. The performance evaluation tools and methods shall be mutually agreed upon.

## **SECTION 9. HOURS OF WORK**

The duties of the Manager require a great deal of time outside the normal established Village operating days and hours, and include attendance at meetings and providing necessary administrative support to the Village Council, Planning Commission, Board of Zoning Appeals, Downtown Development Authority, Parks & Recreation Advisory Committee and other existing or future Village boards and

commissions. With prior notice to the Village Council, the Manager may designate another employee or consultant of the Village to attend a meeting when the Manager is unable due to a conflict with other Village business, scheduled vacation or illness. The Village Clerk is to be notified of scheduled vacation, personal, sick or other times the Manager is out of the office. The Village acknowledges and agrees that the Manager is being employed in a bonafide, executive, administrative and professional capacity and to that end the Manager shall be allowed to establish an appropriate work schedule to accommodate for the duties requiring time spent outside of normal business hours.

#### **SECTION 10. AUTOMOBILE ALLOWANCE**

The Manager shall receive a monthly automobile allowance of \$600.00 for the use of his personal vehicle for village business, payable with the first payroll each month. Such allowance shall be used to purchase, lease, or own, operate, and maintain a vehicle. The monthly allowance shall be increased annually by 5%. The Manager shall be responsible for paying for liability, property damage, and comprehensive insurance coverage upon such vehicle and shall further be responsible for all expenses attendant to the purchase, operation, maintenance, repair, and regular replacement of said vehicle.

#### **SECTION 11. HOLIDAY AND VACATION LEAVE**

The Manager shall be entitled to thirteen (13) paid holidays to be taken in the same manner and subject to the same limitations as provided for the Village's department heads and in accordance with the Village's policy in effect from time to time. These include the Day before New Year's Day, New Year's Day, Martin Luther King, Jr., Day, Presidents Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving Day, Day before Christmas Day and Christmas Day.

In addition, the Manager shall receive 25 days of paid PTO leave per year, increased by 5 days per year thereafter up to maximum of 40 days to be used at his discretion credited on the first day of employment and on the anniversary date of each year thereafter. No carryover of PTO days will be allowed and payment shall not be received for any unused PTO days at the time of termination of employment.

#### **SECTION 12. GENERAL/SICK LEAVE**

The Manager shall be credited with 40 hours of sick leave on the first day of employment and annually thereafter. Sick leave will be carried over at the end of each fiscal year.

Upon termination from Village employment, retirement or death, the Village will pay 50% of the unused sick leave hours to the Manager or the Manager's designated beneficiary up to the maximum of 100 hours, or, in the event of no designated beneficiary, the Village shall pay the same to the Manager's estate.

### **SECTION 13. DISABILITY, HEALTH AND LIFE INSURANCE**

The Manager shall be entitled to the Group Term Life Insurance Benefits for a Class 1 Employee under the Village of Lake Orion's Group Policy held with American United Life Insurance Company.

The Manager shall be entitled to health and disability benefits equal to those provided to the Village's salaried employees. If the Manager elects not to accept the village's health insurance, a health insurance opt out payment equal to 40% of the health insurance premium that would have been paid by the Village for that full-time Employee for health insurance during the prior calendar year shall be paid to any full-time Employee who received no health insurance benefit during said year, (quarterly) in a separate check by the first pay period in January, April, July and October. The reimbursement will be a maximum of \$6,000 per calendar year. An opt out form must be signed by the Manager and it shall remain in effect until it is rescinded by the Manager. If the Manager signed the opt out form subsequently has a spouse who loses his/her health insurance coverage, the Manager may opt into the Village's health insurance plan and be paid on a pro-rata basis for the months he/she opted out. Manager, according to Blue Cross/Blue Shield requirements, must opt in within 30 days of loss of coverage or wait until the new open enrollment period.

### **SECTION 14. RETIREMENT**

The Village agrees to an immediate vesting contribution on behalf of the Manager, in an amount which is equal to 15% of the Village Manager's base salary to a legal and appropriate retirement program as selected by the Manager and the Village Council. Contributions to the Manager retirement shall be payable in equal increments each payroll period. The Village agrees to consider periodic increases in the amount of contribution, based upon performance and taking into consideration any current statutory limitations. This shall be the sole retirement program that the Village that will be providing to the Manager. The Manager shall not be entitled to participate in the Michigan Employment Retirement System ("MERS") or any other retirement program otherwise provided to any other Village employee.

### **SECTION 15. DUES AND SUBSCRIPTIONS**

On an annual basis, the Village agrees to paying for the following professional dues and subscriptions of the Manager and any other organizations, upon approval of Council, which will contribute to the continued professional participation, growth and advancement of the Manager, and for the good of the Village: (1) Michigan Municipal Executives and (2) International City/County Management Association; and (3) The Michigan Public Employer Labor Relations Association.

### **SECTION 16. PROFESSIONAL DEVELOPMENT**

On an annual basis, the Village agrees to pay for the Manager's travel and subsistence expenses for his attendance at the ICMA annual conference and MME Winter Institutes and agrees to consider budgeting and paying for the travel and subsistence expenses of the Manager for other professional and office travel, meetings, and occasions which the Village deems adequate to

continue the professional development of the Manager, and to pursue those official and other functions specifically designated by the Village which are deemed by the Village Council to be necessary. The adequacy of the budget and the extent of the expenses will be determined solely by the Village Council.

#### **SECTION 17. INDEMNIFICATION**

The Village shall defend, save harmless and indemnify the Manager against any professional liability claim and demand or other legal action by a third party whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of the Managers duties. The Village may, in its sole discretion, compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon. Notwithstanding anything herein to the contrary, the Village will not indemnify the Manager for any acts which are determined by judgment of a court to be criminal acts or intentional torts.

#### **SECTION 18. BONDING**

The Village shall bear the full cost of any fidelity or any other bonds required of the Manager under any law or ordinance.

#### **SECTION 19. OTHER TERMS AND CONDITIONS OF EMPLOYMENT**

- A. The Village Council, in consultation with the Manager, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Manager, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Village Charter or any other law.
- B. All provisions of the Village Charter and Code, and regulations and rules of the Village relating to other fringe benefits and working conditions, as they now exist or hereafter may be amended, also shall apply to the Manager as they would to any other full-time employee of the Village, except as herein provided or as specifically noted otherwise.

#### **SECTION 20. NOTICES**

Notices pursuant to this Agreement shall be given in writing either personally or by certified mail with the United States Postal Service, postage pre-paid to:

(1) VILLAGE: Village Clerk, 21 East Church Street, Lake Orion, Michigan 48362.

(2) MANAGER: Darwin D. P. McClary, 7580 Natalie Drive, Ypsilanti, MI 48197

Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the United States Postal Service.

**SECTION 21. GENERAL PROVISIONS**

- A. The text herein shall constitute the entire Agreement between the parties.
- B. No modification of this agreement shall be valid unless such modification is approved by the Council, in writing and signed by the Village and Manager.
- C. This Agreement shall be binding upon and inure to the benefit of the heirs, successors and assigns of the Manager and the Village.
- D. If any provisions, or any portion thereof contained in the Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.
- E. This Agreement shall be governed by the laws of the State of Michigan, County of Oakland.

IN WITNESS WHEREOF, the Village of Lake Orion has caused this Agreement to be signed on its behalf by its Village President and Village Clerk, and the Manager has signed this Agreement on the dates indicated.

October 20, 2022

By:



Darwin D. P. McClary

October 25, 2022


By:



Ken Van Portfliet, Village President

October 25, 2022

By:



Susan Galezka, Village Clerk



**VILLAGE OF LAKE ORION**

**CLERK/TREASURER EMPLOYMENT AGREEMENT**

**THIS AGREEMENT** is made as of the date it is fully signed and is between the Village of Lake Orion, Oakland County, Michigan, a Michigan municipal corporation ("Village"), and Sonja Stout ("Clerk/Treasurer").

**RECITALS:**

As provided in Section 3.10 of the Village Charter, the Village Council desires to employ Sonja Stout to hold the office of and serve at the pleasure of Council as Clerk/Treasurer of the Village of Lake Orion; and

Sonja Stout desires to accept employment as Clerk/Treasurer of the Village of Lake Orion under the terms and conditions hereof; and

This Agreement contains the terms, conditions, benefits and other provisions that the Village Council and Clerk/Treasurer have agreed to with respect to Clerk's employment by the Village as Clerk/Treasurer.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

**SECTION 1. DUTIES**

The Village agrees to employ Sonja Stout and Clerk/Treasurer agrees to serve as the Clerk/Treasurer of the Village of Lake Orion to perform the functions and duties of the position as specified by state law, Village charter, ordinances, policies, or by administrative directive of the Village Manager, and such other duties and functions as the Village Council shall from time to time assign.

The Clerk/Treasurer shall be an "at-will", non-union, salaried, and FLSA-exempt employee. As an FLSA-exempt employee, the Clerk/Treasurer shall not receive additional compensation beyond Clerk/Treasurer salary for hours worked over forty (40) hours per week. No representative of the Village other than the Village Council or Village Manager possesses any authority to enter into any agreement for any specific period of time or to make any agreement contrary to the foregoing. Any agreement altering the terminable "at-will" nature of the employment relationship shall be in writing and signed by the Village Council President after approval by the Village Council as the employer and Clerk/Treasurer as the employee.

The Clerk/Treasurer shall attend all meetings of the Village Council, Planning Commission, and Board of Zoning Appeals and other specific Village meetings as directed by the Village

Manager. Regular office hours are 7:00 AM to 5:00 PM unless otherwise changed by the Village. It may also be necessary as Clerk/Treasurer to work beyond and outside regular office hours to complete the normal duties of this position.

Effective upon commencement of the Term of employment under this Agreement, Clerk/Treasurer shall not maintain or be engaged in any other full or part time employment or business, unless approved by the Village Council.

## SECTION 2. TERM

- A. This Agreement is for an indefinite term of at will employment that commences on January 8, 2024, subject to the provisions in Sections 4 and 5.
- B. Nothing in this Agreement shall prevent limit, or otherwise interfere with the rights of the Village Manager or Village Council to terminate the services of the Clerk/Treasurer at any time, subject only to the provisions in Sections 4 and 5.
- C. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Clerk/Treasurer to resign at any time, subject only to the provisions set forth in Section 4.

## SECTION 3. SUSPENSION

The Village may suspend the Clerk/Treasurer with full pay and benefits at any time during the term of this Agreement by a majority vote of the Village Council.

## SECTION 4. TERMINATION

- A. **Without Cause.** The Clerk/Treasurer may be terminated without cause by the Village Manager with a majority vote of the Village Council. Such a termination shall be effective no earlier than 30 days after the Clerk/Treasurer receives personal or written notice of the termination and the severance pay specified in Section 5.
- B. **With Cause.** The Clerk/Treasurer may be terminated for cause by the Village Manager or a majority vote of the Village Council after the Clerk/Treasurer has been given written notice stating the cause for termination at least ten calendar (10) days prior to a hearing by the Village Council at which Clerk/Treasurer shall have the opportunity to be heard. Cause for termination under this Section is defined as conviction of or plea of nolo contendere to any crime whether or not a felony; failure or refusal to perform duties or other breach of this Agreement; or a violation of a federal, state, county or other governmental law or regulation while acting as Clerk/Treasurer
- C. **Resignation.** The Clerk/Treasurer may resign with or without cause effective no earlier than 30 calendar days, or such other period of time as the

Clerk/Treasurer and the Village Council agree, after written notice of the resignation is given to the Village Council by delivery to the Village Manager. The Clerk/Treasurer will not be entitled to use any form of paid time off during the 30-day notice period. Failure of the Clerk/Treasurer to give the required prior notice of resignation will result in forfeiture of the right to payment for any accrued vacation, sick, compensatory or personal leave time that is otherwise payable to resigning Village department heads.

## **SECTION 5. DISABILITY**

Subject to and consistent with, the requirements of Federal and State Law and the severance pay requirements of Section 5A, if the Clerk/Treasurer is permanently disabled or is otherwise unable to perform the duties required because of sickness, accident, injury, mental incapacity, or health for a period of four (4) successive weeks beyond the amount of any accrued sick, vacation, personal and compensatory leave time, the Village Council may terminate this Agreement. In the event of termination due to disability, the Village will provide reasonable support to ensure that Clerk/Treasurer receives any short-term disability and long-term disability payments the Clerk/Treasurer would otherwise be eligible for and the Clerk/Treasurer shall be compensated for any accrued sick, vacation, personal and compensatory leave time and other accrued benefits in the same manner as department heads who resign.

## **SECTION 6. SALARY**

The Village agrees to pay the Clerk/Treasurer an annual salary for services rendered pursuant to this Agreement, to be distributed through the Village's normal payroll system, in an amount to be determined annually by the Village Council. As of January 8, 2024, the annual salary rate is \$74,500.00 (\$35.8173 hourly for payroll calculation purposes). The annual determinations of the base salary for the fiscal year that begins July 1 shall be made by the Village Council no later than the last regular Council meeting in March of that year, taking into account the performance evaluations described in Section 7. Any increases in the base salary and/or other benefits of the Clerk/Treasurer shall be in such amounts and to such extent as the Village Council may determine desirable or appropriate in its sole discretion, with the Clerk/Treasurer entitled to any across-the-board percentage salary increase to the extent the Village Council so approves for all Village employees and the only permissible reduction in base salary being by the same or smaller percentage of any across-the-board salary reduction approved by the Village Council for all Village employees.

## **SECTION 7. PERFORMANCE EVALUATIONS**

The Village Council and Village Manager shall jointly review and evaluate the performance of the Clerk/Treasurer as provided in this Section. The evaluations shall be done on an annual basis in February of each year. Performance evaluations are intended to be provided as a means for communication between the Village Council, Village Manager, and Clerk/Treasurer, shall be conducted in a manner determined by the Village Manager, and shall include a review of performance since the last evaluation and an identification by the

Council and Manager of goals, objectives and expectations for and of the Clerk/Treasurer that will be included as criteria in the next performance evaluation.

## **SECTION 8. HOURS OF WORK**

The duties of the Clerk/Treasurer require a great deal of time outside the normal work hours and include attendance at meetings of and providing necessary administrative support to the Village Council, Planning Commission, Board of Zoning Appeals, Downtown Development Authority, Parks & Recreation Advisory Committee and other existing or future Village boards and commissions. With prior notice to the Village Manager, the Clerk/Treasurer may designate another qualified employee or consultant to attend a meeting when the Clerk/Treasurer is unable due to a conflict with other Village business, scheduled vacation or illness.

## **SECTION 9. RESIDENCE**

In accordance with provisions of Section 3.7 of the Village Charter allowing the Village Council to excuse the Clerk/Treasurer from being a resident of the Village, and Public Act No. 212 of 1999, as amended, the Clerk/Treasurer shall have no residency requirement.

## **SECTION 10. AUTOMOBILE ALLOWANCE**

The Clerk/Treasurer shall be reimbursed for work-related mileage as provided in the Village of Lake Orion Travel, Education and Entertainment Policy.

## **SECTION 11. PAID LEAVE**

- **LEAVE TIME.** Four (4) personal paid leave days shall be credited on July 1 of each year to be used prior to June 30 of the succeeding year. There is no carry-over to subsequent years or payout at separation of unused personal leave days. Holiday leave with pay shall be as provided to other non-union Village employees generally. Paid sick time shall be credited at the rate of 4 hours per payroll period to a maximum of 96 hours per fiscal year with accumulation limited to 400 hours. Upon Retirement unused sick leave will be paid at 50% of the accumulated hours with a maximum of one hundred (100) hours. Annual vacation is earned according to the length of service as a Village employee as follows:
  - 1 year through 4 years: 10 days
  - 5 years through 9 years: 15 days
  - 10 years through 19 years: 20 days
  - 20 years and above: 25 days

Vacation leave shall be credited on each anniversary date of employment, except that in the first year of employment, five (5) days of vacation shall be credited after the first six (6) months of employment and an additional five (5) days shall be credited after the second six (6) months of employment. Vacation leave shall be used within one (1) year of being credited or shall be forfeited. There shall be no carryover of vacation leave time from one year to the next unless preapproved by the Village Manager with a limit of eighty (80) hours which is to be used within six

months of the year. A payout of up to eighty (80) hours of unused vacation in excess of the annual earned amount shall be paid by the end of each year.

The Clerk/Treasurer shall be entitled to paid holiday, vacation, sick, compensatory and personal leave days/time to be taken or accrue in the same manner and subject to the same limitations as provided for the Village's department heads and in accordance with the Village's policy in effect from time to time.

**BEREAVEMENT - Funeral and Serious Illness Leave**

- a) In the case of serious illness or death in the immediate family, a regular employee may be granted a Leave of Absence with pay for a period not to exceed five (5) days upon the approval of the Village Manager.
  - b) Immediate family is defined as wife, husband, child, stepchild, brother, sister, parent, stepparent, parent-in-law, grandparents, and grandparents-in-law and grandchildren.
  - c) In the case of death of other than in the immediate family, regular employee may be granted a Leave of Absence with pay for a period not to exceed three (3) days upon the approval of the Village Manager.
- **COMPENSATORY TIME.** In lieu of overtime compensation, the Clerk/Treasurer shall be entitled to bank up to eighty (80) hours of paid leave annually as compensatory time for hours actually worked in excess of forty (40) hours each workweek. Compensatory time shall be accrued when overtime is worked. Compensatory time may be taken as vacation days. The employee may carry over up to forty (40) compensatory time annually.

**SECTION 12. DISABILITY, HEALTH AND LIFE INSURANCE**

The Clerk/Treasurer shall be entitled to health care, disability and life insurance benefits commensurate with those provided to the Village's salaried employees.

- **INSURANCES.** Life, disability, and dental insurance shall be provided at the same terms and levels as are provided to non-union employees which benefits are subject to the same terms and conditions as those of the other salaried employees of the Village. Health Insurance or HMO shall be provided at Clerk/Treasurer selection subject to any waiting periods, deductibles, copays, and employee contributions as are required of non-union employees generally. Future increases in rates may require Clerk/Treasurer as an employee to contribute toward funding any increase in costs. Clerk/Treasurer may apply for optional AFLAC insurance coverages at Clerk/Treasurer sole cost, premiums for which shall be deducted from Clerk/Treasurer pay. The terms and conditions of these insurance programs are subject to the applicable plan documents. The Village reserves the right to change insurance carriers or levels or types of coverage, level of employee cost contributions, or any other terms and conditions of the provision of insurance benefits.

- Hospitalization Insurance
- Dental Insurance
- Optical Insurance
- Life Insurance \$70,000, reduces to 50% (\$35,000) at age 65 per insurance coverage contract.
- Short-term and long-term disability insurance
- Injury on the Job

#### **HEALTH INSURANCE OPT-OUT PAYMENT**

In lieu of health insurance, the employee may choose to opt out of the Village provided coverage. The annual maximum amount shall be \$6,000 with quarterly payments prorated of \$1,500 payable in January, April, July and October.

#### **SECTION 13. RETIREMENT**

- The Village shall provide a MERS defined contribution retirement program. The Village shall contribute an amount equal to ten percent (10%) of Clerk/Treasurer base salary into the program. As an employee, Clerk/Treasurer are required to contribute five percent (5%) of Clerk/Treasurer base salary into the program, and such contributions shall be deducted from Clerk/Treasurer pay. Contributions to the Clerk/Treasurer retirement shall be payable in equal increments each payroll period. The Village agrees to consider periodic increases in the amount of contribution, based upon performance and taking into consideration any current statutory limitations.

#### **SECTION 14. DUES AND SUBSCRIPTIONS**

On an annual basis, the Village agrees to consider budgeting and paying for the following professional dues and subscriptions of the Clerk/Treasurer and any other organizations which will contribute to the continued professional participation, growth and advancement of the Clerk/Treasurer and for the good of the Village: (1) Michigan Association of Municipal Clerks; (2) International Institute of Municipal Clerks; and (3) Michigan Municipal Treasurers Association.

#### **SECTION 15. PROFESSIONAL DEVELOPMENT**

**TUITION REIMBURSEMENT.** The Village will reimburse for tuition and books upon completion of each course with a grade of B or better for courses that are job related and approved by the Village Manager prior to Clerk/Treasurer enrollment. This tuition

reimbursement benefit shall be limited to a maximum of \$700.00 per fiscal year and shall be contingent upon available budgetary appropriations.

On an annual basis, the Village agrees to consider budgeting and paying for the travel and subsistence expenses of the Clerk/Treasurer for professional and office travel, meetings, and occasions which the Village deems adequate to continue the professional development of the Clerk/Treasurer, and to pursue those official and other functions specifically designated by the Village which are deemed by the Village Council to be necessary. The adequacy of the budget and the extent of the expenses will be determined solely by the Village Council.

## SECTION 16. BONDING

The Village shall bear the full cost of any fidelity or any other bonds required of the Clerk/Treasurer under any law or ordinance.

## SECTION 17. OTHER TERMS AND CONDITIONS OF EMPLOYMENT

- A. The Village Council, in consultation with the Clerk/Treasurer, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Clerk/Treasurer, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Village Charter, or any other law.
- B. All provisions of the Village Charter and Code, and regulations and rules of the Village relating to other fringe benefits and working conditions, as they now exist or hereafter may be amended, also shall apply to the Clerk/Treasurer as they would to other full-time employees of the Village, except as herein provided or as specifically noted otherwise. In the event any such charter, code, regulation or rule prohibits a term or condition of this agreement, that charter, code, regulation or rule shall control.
- C. Clerk/Treasurer agrees not to commence any action or suit relating to Clerk/Treasurer employment with the Village more than one hundred eighty (180) days after the date of occurrence of the facts giving rise to the claim, or more than one hundred eighty (180) days after the date of Clerk/Treasurer termination of such employment, whichever is earlier, and to waive any longer statute of limitations to the contrary. In the event that the statute of limitations applicable to such a claim is less than one hundred eighty (180) days, Clerk/Treasurer agrees that the shorter statute of limitations shall apply.

## SECTION 18. NOTICES

Notices pursuant to this Agreement shall be given in writing either personally or by certified mail with the United States Postal Service, postage pre-paid to:

- (1) VILLAGE: Village Manager, 21 East Church Street, Lake Orion, MI 48362.

(2) Sonja Stout, 948 Mitchell Lake Road, Attica, MI 48412

Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the United States Postal Service.

#### SECTION 19. GENERAL PROVISIONS

- A. The text herein shall constitute the entire Agreement between the parties with respect to the subject matter hereof, and supersedes all prior agreements or understandings between the parties.
- B. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of the Clerk/Treasurer.
- C. If any provisions, or any portion thereof contained in the Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

IN WITNESS WHEREOF, the Village of Lake Orion has caused this Agreement to be signed on its behalf by its Village Manager and Village Clerk, and the Clerk/Treasurer has signed this Agreement on the dates indicated.

ACCEPTED BY EMPLOYEE:

Sonja Stout  
Sonja Stout

12-7-23  
Date

Authorized by the Lake Orion Village Council on December 11, 2023

Darwin D. P. McClay  
Darwin D. P. McClay, Village Manager

December 12, 2023  
Date

Susan Galeczka  
Susan Galeczka, Village Clerk

12/12/2023  
Date



## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** March 11, 2024

**TOPIC:** Personnel Matter - Section 8(1)(A) of Michigan Open Meetings Act - MCL 15.268(1)(A)

### BACKGROUND BRIEF:

Council is scheduled to convene into closed session in accordance with Section 8(1)(a) of the Michigan Open Meetings Act, Public Act 267 of 1976, as amended, for the purpose of considering the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named individual requests a closed hearing. If the employee does not request a closed session, the matter will be discussed in open session. The employee has requested a closed session meeting.

### SUMMARY OF PREVIOUS COUNCIL ACTION:

None

### FINANCIAL IMPACT:

None

### RECOMMENDED MOTION:

To convene into closed session in accordance with Section 8(1)(a) of the Michigan Open Meetings Act, Public Act 267 of 1976, as amended, for the purpose of considering a personnel matter.