



MINUTES

SPECIAL MEETING VILLAGE COUNCIL BUDGET WORK SESSIONS

Monday, April 21, 2025

6:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

1. Call to Order

The April 21, 2025, Village Council Special Meeting was called to order at 6:30 PM by President Rutt.

2. Roll Call and Determination of Quorum

PRESENT

President Teresa Rutt

President Pro Tem Stan Ford

Council member Nancy Moshier

Council member Michael Lamb

Council member George Dandalides

ABSENT

Council member Carl Cyrowski

Council member Alex Comparoni Jr

STAFF PRESENT

Village Manager Darwin McClary

Clerk/Treasurer Sonja Stout

MOTION made by President Rutt, Seconded by Council member Lamb to excuse Council member Alex Comparoni Jr, from the April 21, 2025 Village Council Special Meeting.

VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides,

VOTING NAY: None

ABSENT: Cyrowski, Comparoni Jr

MOTION: Carried

3. Call to the Public

None.

4. Other Items

A. Review and Discuss Proposed FY 2025-26 Budget

Village Manager McClary outlined the process for the Special Meeting, explaining that the review would focus on significant changes within the General Fund departments and other related funds, rather than a line-by-line review, in the interest of time.

Council Member Dandalides inquired about the Capital Improvement Plan (CIP) as it relates to the General Fund and potential funding strategies. A discussion followed between Village Manager McClary and Council Member Lamb regarding budgeting approaches for the CIP and long-term planning.

Manager McClary reviewed the General Fund revenues for the FY 2025–2026 budget, noting that no changes were made. Council Member Dandalides asked about boat pass revenue, and it was clarified that the season had just begun.

Manager McClary presented budget overviews for the following departments: Village Council (101), Village Manager (171), Clerk (215), and Information Technology (228), with no proposed changes. Council members discussed licensing agreements under the IT department and Council Member Lamb requested a report from Clerk/Treasurer Stout detailing the Village's Microsoft 365 license usage.

Manager McClary and Clerk/Treasurer Stout reviewed the Finance/Treasurer (253) department, with discussion centered around staffing and succession planning.

Departments Community (255) and General (260) were also reviewed. Council Member Lamb suggested marking unused general ledger accounts as inactive to reduce clutter and recommended including repairs to the Village Hall cement stairs in the budget.

For Planning & Zoning (721), Council and Manager McClary discussed the potential need for increased planner presence in light of ongoing development. A suggestion was made to consider bringing the planner in for two days per week, and Manager McClary recommended seeking a proposal from McKenna.

Parks and Recreation (751) was reviewed, with discussion centered on the annual Capital Outlay allocation, including the potential for an increase and whether the department should contribute to the Atwater Basketball Court project.

MOTION made by Council member Dandalides, Seconded by President Rutt to have the Village fully fund the basketball park project and to add additional \$10,000 to the Parks and Recreation budget for Capital Outlay for discretionary spending purposes, which showed no support.

Council considered whether the Capital Outlay amount should remain a fixed annual figure or be determined through a defined annual process. Additional discussion included potential future projects the Parks and Recreation Department could support.

MOTION made by Council member Dandalides, Seconded by President Rutt to **AMEND** the previous motion to have the Village fully fund the basketball park project and to add additional **\$7,500** to their budget for Capital Outlay for discretionary spending purposes.

VOTING YEA: Rutt, Ford, Dandalides,
VOTING NAY: Moshier, Lamb
ABSENT: Cyrowski, Comparoni Jr
MOTION: Failed

MOTION made by Council member Lamb, Seconded by Council member Moshier to have the Village fully fund the basketball park project and to add additional **\$5000** to their budget for Capital Outlay for discretionary spending purposes.

VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides,
VOTING NAY: None
ABSENT: Cyrowski, Comparoni Jr
MOTION: Carried

The Capital Outlay line item was increased from \$12,757 to \$17,757, reflecting a \$5,000 increase intended for discretionary use by the Parks and Recreation Board. Corresponding adjustments were made to the Transfers Out and CIP funds, each increasing from \$130,700 to \$140,700, to fully fund the Atwater Basketball Court project.

Council also discussed implementing a formal process for the Parks and Recreation Board to submit future project recommendations and funding requests to Council.

MOTION made by President Pro Tem Ford, Seconded by Council member Lamb to direct the Village Manager to make it clear to the Parks and Recreation board, that the last meeting of the year in October, the Parks and Recreation board submit a prioritized list to the Village Manager for the upcoming year for any future capital outlay projects or if they request a rollover for consideration in the next years budget.

VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides,
VOTING NAY: None
ABSENT: Cyrowski, Comparoni Jr
MOTION: Carried

Village Manager McClary reviewed the following departments with no changes made: Insurance and Bonds (851) and Contractual Services (880). The Transfers Out (964) fund will reflect the changes of increasing \$130,700 to \$140,700 which will now include the Village fully funding the Atwater Basketball Court project.

Council Member Lamb suggested revisiting the Tax Increment Financing (TIF) plan to explore how it could better support the General Fund.

Village Manager McClary then reviewed the Capital Projects Fund (401), noting an increase in the transfer amount from \$130,700 to \$140,700 to fully fund the Atwater Basketball Court project.

Regarding the Escrow Fund (701) and OPEB Fund (737), Village Manager McClary explained that the Escrow Fund is being phased out in favor of creating specific general ledger accounts for

individual projects. The OPEB Fund remains in compliance with state law, which requires a minimum 10% funding level.

In closing, Village Manager McClary clarified the distinction between a shortfall and a deficit and emphasized the importance of maintaining a 20% fund balance for fiscal stability. For the Village, this equates to a minimum reserve of approximately \$400,000.

5. Call to the Public

None.

6. Adjournment

MOTION made by President Rutt, Seconded by Council member Dandalides to adjourn the April 21, 2025 Village Council Special Meeting.

VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides,

VOTING NAY: None

ABSENT: Cyrowski, Comparoni Jr

MOTION: Carried

The April 21, 2025 Village Council Special Meeting adjourned at 9:03 PM.

Teresa Rutt
President

Sonja Stout
Clerk/Treasurer

Date Approved: as presented on April 28, 2025