



## **COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** May 12, 2025

**TOPIC** Downtown Development Authority 25-26 Budget and Intergovernmental Agreement

### **BACKGROUND BRIEF:**

At a Special Meeting of the DDA Board, posted and noticed for May 7, 2025, the board acted to accept and approve the proposed budget attached to this Memorandum along with a simple Intergovernmental Agreement. The Board directed that this approved budget for Fiscal Year 25-26 be conveyed to the Village Manager for consideration by the village council at its earliest convenience.

It is requested that the council take action to approve the budget and return the approved budget resolution to the DDA Board so that the 25-26 budget may be adopted as required prior to June 30, 2025.

### **SUMMARY OF PREVIOUS COUNCIL ACTION:**

This matter was mutually referred to a joint ad hoc committee, and the discussions and consensus of that meeting is included in the overall framework of the budget. All sums that would be contracted services, both intergovernmental and privately, have been accounted for in the projected needs and anticipated contract language of both any contract between the DDA and the Village, as well as, any contract with a third party vendor.

NOTE: the DDA Director and the Village Manager are not on the same page (meaning not in a dispute) as to the calculation of the 75-25 set aside. The Manager has this calculated at \$113,000, while the Director has it at \$152,000. Either figure only serves to reduce or increase the use of fund balance to balance the budget, so the mutually agreed number will be used as recommended.

Director Matt Gibb will attend the Board Meeting and will be available for questions or comments at the discretion of the President.

### **FINANCIAL IMPACT:**

As set forth in the budget

### **RECOMMENDED MOTION:**

Move to accept and approve the 2025-26 Budget for the Lake Orion Downtown Development Authority, directing the Village Clerk to convey an appropriate resolution to the DDA for adoption of its budget.



## AGENDA

### SPECIAL MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Wednesday, May 07, 2025

1:00 PM

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

(248) 693-8391 ext. 102

1. Call to Order
2. Roll Call and Determination of Quorum
3. Approval of Agenda
4. Call to the Public

The DDA welcomes comments related to the work and spirit of the DDA on non-agenda items. Each person wishing to address the DDA Board shall be afforded an opportunity to do so. When recognized, give your name and address and direct your comments to the Chair. Comments on the agenda items may be allowed upon the calling of the item.

COMMENTS ARE LIMITED TO THREE (3) MINUTES, OR AS ALLOWED BY THE BOARD CHAIR.

5. New and Old Business
  - A. Approval of Proposed 2025-2026 DDA Budget
  - B. Approval of Proposed Contracts - Village of Lake Orion

6. 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 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.*



DDA ACTION SUMMARY SHEET

MEETING DATE: May 7, 2025

TOPIC Approval of Proposed 2025-2026 DDA Budget

BACKGROUND BRIEF:

The DDA Budget Task Force has met, including meeting with the Village Council Ad Hoc committee, and in concert with staff recommendations, the attached Budget is being presented to accept and approve, allowing the budget to be transmitted to Village Council for consideration and possible adoption.

NOTE: The budget is being presented in two formats, but with the same principal content. This is due to the fact that staff is re-focusing the line items and titles of now obsolete and mis-aligned GL numbered lines. The base numbers in both the Spread Sheet Format and the BSA format are principally the same and only need reconciliation into a final BSA inputted document. This is not done yet, as staff is instructed that the clerk’s office must complete these organizational changes.

We are seeking acceptance and approval to move this forward as we require an adopted budget by June 30, 2025. The detail and titles of the re-organized document will be completed prior to the DDA Board considering and adopting a final budget after the Council’s approval.

The General Administrative Fee, allowed to the Village by statute, is budgeted, and will be fully remitted pursuant to contract.

FINANCIAL IMPACT:

As stated in the 25-26 Budget, as proposed

RECOMMENDED MOTION:

Move to accept and approve the 2025-2026 Budget for the Lake Orion Downtown Development Authority, as presented, and direct that the Budget is delivered to the Village of Lake Orion for consideration of approval.



| DDA Budget                                       | 2023-2024                               |  |  | 2025-26       | 2026-27    | 2027-28    |  |  |
|--|---|--|--|---------------|------------|------------|--|--|
|  |   |  |  | Board Request | PROJECTION | PROJECTION |  | Notes  |
| GL NUMBER  | DESCRIPTION                             |  |  |               |            |            |  |  |
| <b>FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY</b> |   |  |  |               |            |            |  |  |
| <b>ESTIMATED REVENUES</b>                        |   |  |  |               |            |            |  |  |
| <b>Dept 000 - REVENUE</b>                        |   |  |  |               | 1.00%      | 1.00%      |  | Projection increase (1%) per Oak Cty Equalization Best Practice  |
| 248-000-402-000                                  | Property Tax - Current Real             |  |  | 1,029,190     | 1,039,482  | 1,049,877  |  | Tax rebate for 120 S. Broadway (PA210) until 2030, Land Bank payment from taxes until 2025, Property sales affect tax income |
| 248-000-402-100                                  | Property Tax - Twp DDA Capture          |  |  |               |            |            |  |  |
| 248-000-405-000                                  | Property Tax - Personal                 |  |  |               |            |            |  |  |
| 248-000-412-000                                  | Property Tax - DPPT P/Y & C/Y           |  |  | 3,000         |            |            |  |  |
| 248-000-441-000                                  | Local Community Stabilization Share Tax |  |  | 10,000        | 10,000     | 10,000     |  |  |
| 248-000-445-000                                  | Penalties & Interest on Taxes           |  |  | 2,000         | 2,000      | 2,000      |  |  |
| 248-000-539-000                                  | State Grants                            |  |  | 15,000        | 15,000     | 15,000     |  |  |
| 248-000-540-000                                  | COUNTY/FEDERAL PROG GRANT               |  |  | 595,823       |            |            |  |  |
| 248-000-582-000                                  | Intergovernment - Police                |  |  | 0             |            |            |  |  |
| 248-000-664-000                                  | Interest Earned                         |  |  | 9,708         | 2,500      | 2,500      |  |  |
| 248-000-671-999                                  | Appropriation from Fund Balanc          |  |  | 106,279       |            |            |  |  |
| 248-000-673-000                                  | Sale Of Fixed Assets                    |  |  |               |            |            |  |  |
| 248-000-681-000                                  | Reimburse - Insurance Claims            |  |  | 17,000        | 17,000     | 17000      |  |  |
| 248-000-683-000                                  | Reimbursements-Other                    |  |  |               |            |            |  |  |
| 248-000-685-000                                  | Sponsorships                            |  |  | 30,000        | 37,500     | 37,500     |  |  |
| 248-000-685-100                                  | Transportation sponsorship              |  |  | 5,000         | 28,000     | 28,000     |  |  |
| 248-000-686-000                                  | Downtown Events                         |  |  | 8,000         | 18,500     | 18,500     |  |  |
| 248-000-686-002                                  | Flower Fair Revenue                     |  |  | 2,500         | 4,025      | 4427.5     |  |  |
|  |   |  |  |               |            |            |  |  |
| 248-000-686-004                                  | ST Event Revenue                        |  |  | 3,500         | 3,500      | 3,500      |  |  |
|  |   |  |  |               |            |            |  |  |
| 248-000-686-006                                  | Electrical Vehicles                     |  |  | 4,200         | 3,700      | 4,200      |  |  |
| 248-000-687-000                                  | Merchandise Sales                       |  |  | 3,500         | 1,000      | 1,000      |  |  |
| 248-000-688-000                                  | Gift Certificate Sales                  |  |  | 4,000         | 500        | 500        |  |  |

|                               |                                       |  |  |               |            |            |  |       |
|-------------------------------|---------------------------------------|--|--|---------------|------------|------------|--|-------|
| Section 5, Item A.            |                                       |  |  |               |            |            |  |       |
| DDA Budget                    | 2023-2024                             |  |  | 2025-26       | 2026-27    | 2027-28    |  |       |
|                               |                                       |  |  | Board Request | PROJECTION | PROJECTION |  | Notes |
| GL NUMBER                     | DESCRIPTION                           |  |  |               |            |            |  |       |
| 248-000-694-000               | Miscellaneous                         |  |  | 8,000         | 8,000      | 8,000      |  |       |
| 248-000-696-000               | PROCEEDS FROM THE SALE OF BONDS/NOTES |  |  |               |            |            |  |       |
| Totals for dept 000 - REVENUE |                                       |  |  | 1,856,700     | 1,190,707  | 1,202,004  |  |       |
|                               |                                       |  |  |               |            |            |  |       |
| TOTAL ESTIMATED REVENUES      |                                       |  |  | 1,856,700     | 1,190,707  | 1,202,004  |  |       |
|                               |                                       |  |  |               |            |            |  |       |
| APPROPRIATIONS                |                                       |  |  |               |            |            |  |       |
| Dept 260 - GENERAL ACTIVITIES |                                       |  |  |               |            |            |  |       |
| 248-260-701-000               | Executive Director Wages              |  |  | 82,400        | 85,119     | 87,928     |  |       |
| 248-260-704-000               | Wages - Administrative Coordinator    |  |  | 32,417        | 33,487     | 34,592     |  |       |
| 248-260-706-000               | Assistant Exec Dir Wages              |  |  | 73,130        | 75,543     | 78,036     |  |       |
| 248-260-707-000               | Wages - Grounds Coordinator           |  |  | 5,400         | 5,400      | 5400       |  |       |
| 248-260-715-000               | Social Security                       |  |  | 15,254        | 16,779     | 18,457     |  |       |
| 248-260-716-000               | Health Insurance- Medical             |  |  | 14,820        | 16,302     | 17,932     |  |       |
| 248-260-717-000               | Life & Disability Insurance           |  |  | 0             | 0          | 0          |  |       |
| 248-260-718-000               | Dental Insurance                      |  |  | 1,132         | 1,245      | 1,370      |  |       |
| 248-260-719-000               | Pension                               |  |  | 5,800         | 6,380      | 7,018      |  |       |
| 248-260-721-000               | Vision Care                           |  |  | 720           | 792        | 871        |  |       |
| 248-260-722-000               | Worker's Comp. Insurance              |  |  |               |            |            |  |       |
| 248-260-801-000               | Contractual Services - Downtown       |  |  | 36,000        | 37,080     | 38,192     |  |       |
| 248-260-801-002               | Contractual Services - Public Safety  |  |  | 12,000        | 12,360     | 12,731     |  |       |
| 248-260-801-003               | Contractual Services - Ordinance      |  |  | 0             | 20,000     | 20,000     |  |       |
| 248-260-801-004               | Contractual Services - PA 57 Admin    |  |  | 42,789        | 44,073     | 45,395     |  |       |
| 248-260-801-005               | Contractual Services - Township       |  |  | 6,700         | 6,901      | 7,108      |  |       |
| 248-260-801-012               |                                       |  |  |               |            |            |  |       |
| 248-260-801-022               |                                       |  |  |               |            |            |  |       |
| 248-260-801-023               |                                       |  |  |               |            |            |  |       |
| 248-260-801-033               |                                       |  |  |               |            |            |  |       |
| 248-260-805-000               | Audit Fees                            |  |  | 7,900         | 8,400      | 5,000      |  |       |
| 248-260-810-000               | Legal Services                        |  |  | 3,500         | 3,500      | 3,500      |  |       |
| 248-260-823-000               | Website/Software                      |  |  | 8,100         | 8,505      | 8,930      |  |       |

| DDA Budget                                      | 2023-2024                            |  |  | 2025-26       | 2026-27    | 2027-28    |  |       |
|---|--------------------------------------|--|--|---------------|------------|------------|--|-------|
|   |                                      |  |  | Board Request | PROJECTION | PROJECTION |  | Notes |
| GL NUMBER                                       | DESCRIPTION                          |  |  |               |            |            |  |       |
| 248-260-823-001                                 | Municipal Software                   |  |  | 5,000         | 5,000      | 5,000      |  |       |
| 248-260-829-000                                 | Planner Services                     |  |  | 1,000         | 1,000      | 1,000      |  |       |
| 248-260-851-000                                 | Telephone                            |  |  | 3,500         | 3,535      | 3,570      |  |       |
| 248-260-900-000                                 | Printing and Publication             |  |  | 500           | 100        | 100        |  |       |
| 248-260-920-000                                 | Utilities                            |  |  | 7,800         | 7,878      | 7,957      |  |       |
| 248-260-921-000                                 | Municipal Street Lighting            |  |  | 14,900        | 15,049     | 15,199     |  |       |
| 248-260-930-000                                 | Repair and Maintenance               |  |  | 1,870         | 1,964      | 2061.675   |  |       |
| 248-260-930-002                                 | Building Maintenance                 |  |  | 1,200         | 1,200      | 1,200      |  |       |
| 248-260-940-000                                 | Equipment Rental                     |  |  | 2,500         | 3,000      | 4,500      |  |       |
| 248-260-941-000                                 | Office Rent                          |  |  | 16,800        | 20,400     | 20,400     |  |       |
| 248-260-942-000                                 | Office Expenses                      |  |  | 5,000         | 5,050      | 5,101      |  |       |
| 248-260-946-000                                 | Credit Card Fees                     |  |  | 175           | 175        | 175        |  |       |
| 248-260-956-000                                 | Dues & Miscellaneous                 |  |  | 1,900         | 1,919      | 1,938      |  |       |
| 248-260-957-000                                 | Education & Training                 |  |  | 8,000         | 8,400      | 8,820      |  |       |
| 248-260-958-000                                 | General Activities & Maintenance     |  |  | 15,400        | 15,862     | 16,338     |  |       |
| 248-260-961-000                                 | Tax Tribunal Refunds                 |  |  |               |            |            |  |       |
| 248-260-962-000                                 | Mileage                              |  |  | 500           | 700        | 700        |  |       |
| 248-260-965-101                                 | Transfer Out - General Fund          |  |  |               |            |            |  |       |
| 248-260-965-401                                 | Transfer to Capital Imp Fund         |  |  | 152250        |            |            |  |       |
| 248-260-965-404                                 | Transfer Out - DDA Property Acq Fund |  |  |               |            |            |  |       |
| 248-260-974-000                                 | Capital Outlay - Equipment           |  |  | 2,000         | 2,020      | 2,040      |  |       |
| <b>Totals for dept 260 - GENERAL ACTIVITIES</b> |                                      |  |  | 588,357       | 475,118    | 488,561    |  |       |
|   |                                      |  |  |               |            |            |  |       |
|   |                                      |  |  |               |            |            |  |       |
| <b>Dept 725 - ORGANIZATION</b>                  |                                      |  |  |               |            |            |  |       |
| 248-725-822-000                                 | Newsletter                           |  |  | 1,800         | 1,800      | 1,800      |  |       |
| 248-725-824-000                                 | Volunteer Recognition & Dvp.         |  |  | 1,700         | 1,751      | 1,804      |  |       |
| 248-725-825-000                                 | Gift Certificate Redemption          |  |  | 5,000         | 5,000      | 5,000      |  |       |
| 248-725-826-000                                 | Historic Celebration/Education       |  |  | 2,500         | 2,575      | 2,652      |  |       |
| 248-725-827-000                                 | Awareness Program                    |  |  | 1,500         | 1,515      | 1,530      |  |       |
| 248-725-864-000                                 | Grant & Scholarship Distriubution    |  |  | 1,000         | 1,000      | 1000       |  |       |

|   |                                      |  |  |               |            |            |  |       |
|---|--------------------------------------|--|--|---------------|------------|------------|--|-------|
| DDA Budget  | 2023-2024                            |  |  | 2025-26       | 2026-27    | 2027-28    |  |       |
|   |                                      |  |  | Board Request | PROJECTION | PROJECTION |  | Notes |
| GL NUMBER   | DESCRIPTION                          |  |  |               |            |            |  |       |
| 248-725-881-000                                   | Merchandise to Sell                  |  |  | 1,200         | 1,212      | 1,224      |  |       |
| <b>Totals for dept 725 - ORGANIZATION</b>         |                                      |  |  | 14,700        | 14,853     | 15,010     |  |       |
| <b>Dept 726 - DESIGN</b>                          |                                      |  |  |               |            |            |  |       |
| 248-726-745-000                                   | Beautification Supplies              |  |  | 7,620         | 8,001      | 8,401      |  |       |
| 248-726-746-000                                   | Hanging Baskets                      |  |  | 4,120         | 4,244      | 4,371      |  |       |
| To be added                                       | Seasonal Décor                       |  |  | 2,780         | 2,863      | 2,949      |  |       |
| 248-726-801-000                                   | Contractual Services                 |  |  | 5,780         | 5,838      | 5,896      |  |       |
| 248-726-843-000                                   | Facade Program                       |  |  | 25,480        | 28,028     | 30,831     |  |       |
| 248-726-845-000                                   | Public Art Program                   |  |  | 2,100         | 2,121      | 2,142      |  |       |
| 248-726-883-000                                   | Banners and Holiday Lighting         |  |  | 8,100         | 8,910      | 11,138     |  |       |
| 248-726-975-001                                   | Capital Outlay - Beautification      |  |  | 2,300         | 2,323      | 2,346      |  |       |
| 248-726-975-002                                   | Capital Outlay - Streets             |  |  | 2,790         | 2,818      | 2,846      |  |       |
| 248-726-980-001                                   | Public Space Grant - General         |  |  | 353,619       |            |            |  |       |
| 248-726-980-002                                   | Public Space Grant - Development     |  |  | 242,204       |            |            |  |       |
| <b>Totals for dept 726 - DESIGN</b>               |                                      |  |  | 656,893       | 65,146     | 70,920     |  |       |
| <b>Dept 728 - ECONOMIC DEVELOPMENT</b>            |                                      |  |  |               |            |            |  |       |
| 248-728-801-000                                   | Contractual Services                 |  |  | 17,800        | 19,580     | 24,475     |  |       |
| 248-728-802-000                                   | Trolley Expense                      |  |  | 18,900        | 21,000     | 22,000     |  |       |
| 248-728-861-000                                   | Data and Metrics                     |  |  | 1,460         | 1,475      | 1,489      |  |       |
| 248-728-862-000                                   | Training Materials                   |  |  | 500           | 505        | 510        |  |       |
| 248-728-864-000                                   | Grant & Scholarship Distriubution    |  |  | 4,000         | 4,040      | 4,080      |  |       |
| 248-728-886-000                                   | Marketing Materials                  |  |  | 2,500         | 2,525      | 2,550      |  |       |
| 248-728-886-001                                   | Blight Reduction                     |  |  |               |            |            |  |       |
| 248-728-886-002                                   | Social District                      |  |  | 2,350         | 2,350      | 2350       |  |       |
| 248-728-888-000                                   | Brand Marketing                      |  |  | 23,700        | 27,255     | 31,343     |  |       |
| 248-728-888-001                                   | Contractual Services Brand Marketing |  |  | 12,000        | 13,800     | 15,870     |  |       |
| <b>Totals for dept 728 - ECONOMIC DEVELOPMENT</b> |                                      |  |  | 83,210        | 92,530     | 104,668    |  |       |
| <b>Dept 729 - PROMOTION</b>                       |                                      |  |  |               |            |            |  |       |

| DDA Budget                             | 2023-2024                           |  |  | 2025-26       | 2026-27    | 2027-28    |  |       |
|--|-------------------------------------|--|--|---------------|------------|------------|--|-------|
|  |                                     |  |  | Board Request | PROJECTION | PROJECTION |  | Notes |
| GL NUMBER                              | DESCRIPTION                         |  |  |               |            |            |  |       |
| 248-729-880-000                        | Event Promotion                     |  |  | 2,500         | 2,525      | 2,550      |  |       |
| 248-729-880-001                        | Event Promo - Gazebo Series         |  |  | 14,500        | 15,225     | 16,748     |  |       |
| 248-729-880-004                        | Event Promo - Halloween Parade      |  |  | 2,500         | 2,525      | 2,550      |  |       |
| +                                      | Event Promo - Hmtwn/Holiday Vill    |  |  | 3,000         | 3,030      | 3,060      |  |       |
| 248-729-880-006                        | Event Promo - New Years Res. Run    |  |  | 0             | 0          |            |  |       |
| 248-729-880-007                        | Event Promo - Flower Fair           |  |  | 2,500         | 2,575      | 2703.75    |  |       |
| 248-729-880-008                        | Event Promo - Ice Fest              |  |  | 3,500         | 3,850      | 4,428      |  |       |
|  |                                     |  |  |               |            |            |  |       |
| 248-729-880-010                        | Event Promo - Partnered Events      |  |  | 1,500         | 1,650      | 1815       |  |       |
| 248-729-880-011                        | Restaurant week                     |  |  | 1,000         | 1,300      | 1,313      |  |       |
| 248-729-880-012                        | Sing & Stroll Tree Lighting         |  |  | 7,000         | 7,350      | 8,453      |  |       |
| 248-729-880-013                        | Stronger Together - Winter          |  |  | 2,500         | 2,525      | 2,550      |  |       |
| 248-729-880-100                        | Stronger Together - Summer Fall     |  |  | 1,500         | 1,545      | 1,622      |  |       |
| **248-729-880-015                      | Winter Activities                   |  |  | 4,500         | 4,725      | 5,434      |  |       |
| 248-729-880-016                        | Misc Events - other                 |  |  | 2,500         | 2,525      | 2,550      |  |       |
| 248-729-880-017                        | Movie Night                         |  |  | 3,500         | 3,535      | 3,570      |  |       |
|  |                                     |  |  |               |            |            |  |       |
| 248-729-885-000                        | Port-A-Johns                        |  |  | 2,400         | 2,424      | 2,448      |  |       |
| 248-729-895-000                        | Event Promo-Comm. Sponsorships      |  |  | 0             | 0          | 0          |  |       |
| <b>Totals for dept 729 - PROMOTION</b> |                                     |  |  | 54,900        | 57,309     | 61,795     |  |       |
|  |                                     |  |  |               |            |            |  |       |
| <b>Dept 730 - CAPITAL PROJECTS</b>     |                                     |  |  |               |            |            |  |       |
| 248-730-253-885                        | Knox Box Grant Program              |  |  |               |            |            |  |       |
| 248-730-885-100                        | Knox Box Grant Program              |  |  | 2,000         | 2,000      | 2,000      |  |       |
| 248-730-931-000                        | Repair & Maintenance-Equipment      |  |  | 1,800         | 1,854      | 1,947      |  |       |
| 248-730-965-101                        | Transfer Out - General Fund         |  |  |               |            |            |  |       |
| 248-730-965-301                        | Interfund TRF 2023 DDA Bond Project |  |  | 420,840       | 419,000    | 420,000    |  |       |
| 248-730-965-404                        | Transfer Out - DDA Prop Acq Fund    |  |  |               |            |            |  |       |
| 248-730-965-592                        | Transfers To Water/Sewer Fund       |  |  |               |            |            |  |       |
| 248-730-975-000                        | Capital Outlay                      |  |  | 0             | 0          | 0          |  |       |

|   |   |  |  |               |            |            |  |       |
|---|---|--|--|---------------|------------|------------|--|-------|
| DDA Budget                                | 2023-2024                                   |  |  | 2025-26       | 2026-27    | 2027-28    |  |       |
|   |   |  |  | Board Request | PROJECTION | PROJECTION |  | Notes |
| GL NUMBER                                 | DESCRIPTION                                 |  |  |               |            |            |  |       |
| 248-730-975-003                           | DDA Capital Outlay                          |  |  | 0             | 0          | 0          |  |       |
| 248-730-975-005                           | DDA Capital Outlay -<br>Wayfinding/Lighting |  |  | 0             | 0          | 0          |  |       |
| 248-730-975-006                           | DDA Capital Outlay - Parking                |  |  | 10,000        | 0          | 0          |  |       |
| 248-730-975-009                           | Capital Outlay - Dumpsters                  |  |  | 19,000        | 30,000     | 30000      |  |       |
| 248-730-975-011                           | Capital Outlay - Trail Extensi              |  |  | 5,000         | 5,050      | 5,101      |  |       |
| 248-730-975-015                           | Capital Outlay - Outdoor Sound              |  |  |               |            |            |  |       |
| 248-730-975-020                           | Capital Outlay Parks & rec                  |  |  |               |            |            |  |       |
| 248-730-992-000                           | Bond Principal                              |  |  |               |            |            |  |       |
| 248-730-995-000                           | Bond Interest                               |  |  |               |            |            |  |       |
| Totals for dept 730 - CAPITAL PROJECTS    |   |  |  | 458,640       | 457,904    | 459,047    |  |       |
| TOTAL APPROPRIATIONS                      |   |  |  | 1,856,700     | 1,162,859  | 1,200,002  |  |       |
| NET OF REVENUES/APPROPRIATIONS - FUND 248 |   |  |  | 0             | 27,848     | 2,002      |  |       |
| BEGINNING FUND BALANCE                    |   |  |  | 0             | 0          | 27,848     |  |       |
| FUND BALANCE ADJUSTMENTS                  |   |  |  |               |            |            |  |       |
| ENDING FUND BALANCE                       |   |  |  | 0             | 27,848     | 29,850     |  |       |
| Fund 301 - DOWNTOWN DEV BOND PROJECT 2023 |   |  |  |               |            |            |  |       |
| Revenues                                  |   |  |  |               |            |            |  |       |
| Dept 000 - REVENUE                        |   |  |  |               |            |            |  |       |
| 301-000-300-001                           | 2023 Downtown Dev Tax Exempt                |  |  |               |            |            |  |       |
| 301-000-300-002                           | 2023 Downtown Dev Taxable Bond              |  |  |               |            |            |  |       |
| 301-000-664-000                           | Interest Earnings                           |  |  | 0             | -          | -          |  |       |
| 301-000-671-999                           | Appropriation from Fund Balance             |  |  | 500,000       | 500,000    | 500,000    |  |       |
| ADD                                       | Capital Campaign Fundraising                |  |  | 419,709       | 420,721    | 421,333    |  |       |
| 301-000-699-301                           | TRF in from DDA                             |  |  |               |            |            |  |       |
| Total Dept 000 -                          | Revenue                                     |  |  | 919,709       | 920,721    | 921,333    |  |       |
| TOTAL REVENUES                            |   |  |  | 919,709       | 920,721    | 921,333    |  |       |

| DDA Budget  | 2023-2024                         |  |  | 2025-26       | 2026-27    | 2027-28     |  |       |
|---|-----------------------------------|--|--|---------------|------------|-------------|--|-------|
|   |                                   |  |  | Board Request | PROJECTION | PROJECTION  |  | Notes |
| GL NUMBER   | DESCRIPTION                       |  |  |               |            |             |  |       |
| <b>Dept 901-905</b>                               |                                   |  |  |               |            |             |  |       |
| 301-901-930-000                                   | Repair and Maintenance            |  |  |               |            |             |  |       |
| 301-901-950-000                                   | Demolition & Land Improvement     |  |  | 174,500       |            |             |  |       |
| 301-901-956-000                                   | Dues & Miscellaneous              |  |  |               |            |             |  |       |
| 301-901-971-000                                   | Capital Outlay - Buildings        |  |  |               |            | 500,512     |  |       |
| ADD   | Capital Outlay - Parking          |  |  |               | 250,640    |             |  |       |
| ADD   | Capital Outlay - Infrastructure   |  |  |               | 250,000    |             |  |       |
| Total Dept 901-905                                |                                   |  |  | 174,500       | 500,640    | 500,512     |  |       |
|   |                                   |  |  |               |            |             |  |       |
|   |                                   |  |  |               |            |             |  |       |
| Expenditures                                      |                                   |  |  |               |            |             |  |       |
| Dept 905 -  | Downtown Dev Bond 2023            |  |  |               |            |             |  |       |
| 301-905-301-000                                   | Bond Issuance Expenses            |  |  | -             | -          |             |  |       |
| 301-905-731-000                                   | 2023 Bond Taxable Issuance        |  |  |               |            |             |  |       |
| 301-905-731-001                                   | 2023 Tax exempt Bond Issuance     |  |  |               |            |             |  |       |
| 301-905-992-003                                   | 2023 DDA bonds Taxable            |  |  | 60,000        | 60,000     | 65,000      |  |       |
| 301-905-992-004                                   | 2023 DDA BONDS TAX EXEMPT         |  |  | 150,000       | 160,000    | 165,000     |  |       |
| 301-905-993-001                                   | 2023 DDA bond taxable interest    |  |  | 76,909        | 73,921     | 70,933      |  |       |
| 301-905-993-002                                   | 2023 DDA tax exempt bond interest |  |  | 132,800       | 126,800    | 120,400     |  |       |
| Total Dept 905 - Downtown Dev Bond 2023           |                                   |  |  | 419,709       | 420,721    | 421,333     |  |       |
|   |                                   |  |  |               |            |             |  |       |
| TOTAL EXPENDITURES                                |                                   |  |  | 594,209       | 921,361    | 921,845     |  |       |
|   |                                   |  |  |               |            |             |  |       |
| <b>Fund 301 - DOWNTOWN DEV BOND PROJECT 2023:</b> |                                   |  |  |               |            |             |  |       |
| TOTAL REVENUES                                    |                                   |  |  | 919,709       | 920,721    | 921,333     |  |       |
| NET OF REVENUES & EXPENDITURES                    |                                   |  |  | 325,500       | (640)      | (512)       |  |       |
| BEG. FUND BALANCE                                 |                                   |  |  | 0             | (174,500)  | (675,140)   |  |       |
| Adjustment to fund balance                        |                                   |  |  | (500,000)     | (500,000)  | (500,000)   |  |       |
|   |                                   |  |  |               |            |             |  |       |
| END FUND BALANCE                                  |                                   |  |  | (174,500)     | (675,140)  | (1,175,652) |  |       |

|  |                             |  |  |               |            |            |  |       |
|--|-----------------------------|--|--|---------------|------------|------------|--|-------|
| DDA Budget   | 2023-2024                   |  |  | 2025-26       | 2026-27    | 2027-28    |  |       |
|  |                             |  |  | Board Request | PROJECTION | PROJECTION |  | Notes |
| GL NUMBER  | DESCRIPTION                 |  |  |               |            |            |  |       |
|  |                             |  |  |               |            |            |  |       |
|  |                             |  |  |               |            |            |  |       |
| Fund 404 - DDA PROPERTY ACQUISITION & IMPROVEMENTS |                             |  |  |               |            |            |  |       |
|  |                             |  |  |               |            |            |  |       |
| ESTIMATED REVENUES                                 |                             |  |  |               |            |            |  |       |
| Dept 000 - REVENUE                                 |                             |  |  |               |            |            |  |       |
| 404-000-664-000                                    | Interest Earnings           |  |  | 0             | 0          | 0          |  |       |
| 404-000-699-248                                    | Interfund Transfer In - DDA |  |  | 0             | 0          | 0          |  |       |
| Totals for dept 000 - REVENUE                      |                             |  |  | 0             | 0          | 0          |  |       |
|  |                             |  |  |               |            |            |  |       |
| TOTAL ESTIMATED REVENUES                           |                             |  |  | 0             | 0          | 0          |  |       |
|  |                             |  |  |               |            |            |  |       |
|  |                             |  |  |               |            |            |  |       |
| APPROPRIATIONS                                     |                             |  |  |               |            |            |  |       |
| Dept 901 - CAPITAL OUTLAY                          |                             |  |  |               |            |            |  |       |
| 248-901-971-000                                    | Captial Outlay - Building   |  |  |               |            |            |  |       |
| 404-901-901-000                                    | Debt Service - Parking Deck |  |  | 0             | 0          | 0          |  |       |
| 404-901-992-000                                    | Bond Principal              |  |  | 0             | 0          | 0          |  |       |
| 404-901-995-000                                    | Bond Interest               |  |  | 0             | 0          | 0          |  |       |
| Totals for dept 901 - CAPITAL OUTLAY               |                             |  |  | 0             | 0          | 0          |  |       |
|  |                             |  |  |               |            |            |  |       |
| TOTAL APPROPRIATIONS                               |                             |  |  | 0             | 0          | 0          |  |       |
|  |                             |  |  |               |            |            |  |       |
| NET OF REVENUES/APPROPRIATIONS - FUND 404          |                             |  |  | 0             | 0          | 0          |  |       |
| BEGINNING FUND BALANCE                             |                             |  |  | 0             | 0          | 0          |  |       |
| Fund Balance Adjustments                           |                             |  |  |               |            |            |  |       |
| ENDING FUND BALANCE                                |                             |  |  | 0             | 0          | 0          |  |       |



|  |             |  |  |               |            |             |  |       |
|--|-------------|--|--|---------------|------------|-------------|--|-------|
| DDA Budget                                 | 2023-2024   |  |  | 2025-26       | 2026-27    | 2027-28     |  |       |
|  |             |  |  | Board Request | PROJECTION | PROJECTION  |  | Notes |
| GL NUMBER                                  | DESCRIPTION |  |  |               |            |             |  |       |
|  |             |  |  |               |            |             |  |       |
| ALL FUNDS - 248, 301 AND 404               |             |  |  |               |            |             |  |       |
|  |             |  |  |               |            |             |  |       |
| ESTIMATED REVENUES - ALL FUNDS             |             |  |  | 2,776,409     | 2,111,428  | 2,123,337   |  |       |
| APPROPRIATIONS - ALL FUNDS                 |             |  |  | 2,450,909     | 2,084,220  | 2,121,847   |  |       |
| NET OF REVENUES/APPROPRIATIONS - ALL FUNDS |             |  |  | 325,500       | 27,208     | 1,490       |  |       |
|  |             |  |  |               |            |             |  |       |
| BEGINNING FUND BALANCE - ALL FUNDS         |             |  |  | 0             | (174,500)  | (647,292)   |  |       |
| FUND BALANCE ADJUSTMENTS - ALL FUNDS       |             |  |  | (500,000)     | (500,000)  | (500,000)   |  |       |
| ENDING FUND BALANCE - ALL FUNDS            |             |  |  | (174,500)     | (647,292)  | (1,145,802) |  |       |

**BUDGET REPORT FOR VILLAGE OF LAKE ORION**  
Calculations As of 06/30/2025

| GL Number  | Description                    | 22-23<br>Activity   | 23-24<br>Activity   | 24-25<br>Original Budget | 24-25<br>Amended Budget | 24-25<br>Activity   | 24-25<br>Projected | 25-26<br>DEPT. REQUESTED | 26-27<br>PROJECTION | 27-28<br>Projected | 28-29<br>PROJECTION |
|--|--------------------------------|---------------------|---------------------|--------------------------|-------------------------|---------------------|--------------------|--------------------------|---------------------|--------------------|---------------------|
| <b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b> |                                |                     |                     |                          |                         |                     |                    |                          |                     |                    |                     |
| <b>Account Category: Estimated Revenues</b>          |                                |                     |                     |                          |                         |                     |                    |                          |                     |                    |                     |
| 248-000-402-000                                      | Current Real Property Taxes    | 934,065.33          | 804,104.22          | 987,129.00               | 987,129.00              | 962,796.76          | 0.00               | 1,029,190.00             | 0.00                | 0.00               | 0.00                |
| 248-000-402-100                                      | Property Tax - Twp DDA Captur  | 0.00                | 0.00                | 0.00                     | 0.00                    | 0.00                | 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                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-000-412-000                                      | Property Tax - DPPT P/Y & C/Y  | 972.12              | 1,474.57            | 0.00                     | 0.00                    | 3,154.02            | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-000-441-000                                      | Local Community Stabilization  | 10,094.17           | 15,970.70           | 15,000.00                | 15,000.00               | 14,033.68           | 0.00               | 10,000.00                | 0.00                | 0.00               | 0.00                |
| 248-000-445-000                                      | Penalties & Interest on Taxes  | 0.00                | 0.00                | 2,000.00                 | 2,000.00                | 0.00                | 0.00               | 2,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-000-539-000                                      | State Grants                   | 2,812.50            | 3,500.00            | 43,500.00                | 43,500.00               | 0.00                | 0.00               | 15,000.00                | 0.00                | 0.00               | 0.00                |
| 248-000-540-000                                      | COUNTY/FEDERAL PROGRAM GRANTS  | 0.00                | 0.00                | 0.00                     | 595,823.00              | 446,867.25          | 0.00               | 595,823.00               | 0.00                | 0.00               | 0.00                |
| 248-000-582-000                                      | Intergovernment - Police       | 15,927.21           | 201,995.92          | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-000-664-000                                      | Interest Earned                | 4,973.34            | 7,628.54            | 2,500.00                 | 2,500.00                | 12,901.80           | 0.00               | 9,708.00                 | 0.00                | 0.00               | 0.00                |
| 248-000-671-999                                      | Appropriation from Fund Balan  | 0.00                | 0.00                | 0.00                     | 0.00                    | 0.00                | 0.00               | 171,128.00               | 0.00                | 0.00               | 0.00                |
| 248-000-673-000                                      | Gain/Loss on Sale of Assets    | 0.00                | 0.00                | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-000-676-404                                      | Transfer From Prop Acq Fund    | 0.00                | 0.00                | 169,436.00               | 169,436.00              | 0.00                | 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                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-000-681-000                                      | Reimburse - Insurance Claims   | 12,464.79           | (5,870.48)          | 0.00                     | 0.00                    | 5,406.89            | 0.00               | 17,000.00                | 0.00                | 0.00               | 0.00                |
| 248-000-683-000                                      | Reimbursements-Other           | 10,000.00           | 0.00                | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-000-685-000                                      | Sponsorships                   | 38,750.00           | 11,476.22           | 35,000.00                | 35,000.00               | 2,515.00            | 0.00               | 30,000.00                | 0.00                | 0.00               | 0.00                |
| 248-000-685-100                                      | Transportaion Sponsorship      | 16,183.00           | 21,907.00           | 17,500.00                | 17,500.00               | 0.00                | 0.00               | 5,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-000-686-000                                      | Downtown Events                | 18.80               | 5,120.51            | 18,500.00                | 18,500.00               | 5,466.19            | 0.00               | 8,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-000-686-002                                      | Flower Fair Revenue            | 0.00                | 305.00              | 0.00                     | 0.00                    | 0.00                | 0.00               | 2,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-000-686-003                                      | New Year Resolution Run Reven  | 0.00                | 0.00                | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-000-686-004                                      | OktoberFest Revenue            | 20,361.10           | 0.00                | 1,500.00                 | 1,500.00                | 0.00                | 0.00               | 3,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-000-686-005                                      | Babes On Broadway              | 0.00                | 0.00                | 1,500.00                 | 1,500.00                | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-000-686-006                                      | Electrical Vehicles            | 15.93               | 1,078.41            | 500.00                   | 500.00                  | 1,529.49            | 0.00               | 4,200.00                 | 0.00                | 0.00               | 0.00                |
| 248-000-687-000                                      | Merchandise Sales              | 195.00              | 0.00                | 1,000.00                 | 1,000.00                | 0.00                | 0.00               | 3,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-000-688-000                                      | Gift Certificate Sales         | 3,425.00            | 430.00              | 500.00                   | 500.00                  | 3,375.00            | 0.00               | 4,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-000-692-000                                      | Rent                           | 0.00                | 0.00                | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-000-694-000                                      | Miscellaneous                  | 683.21              | 1,355.00            | 2,500.00                 | 2,500.00                | 8,756.10            | 0.00               | 8,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-000-696-000                                      | PROCEEDS FROM THE SALE OF BON  | 0.00                | 0.00                | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| <b>Estimated Revenues</b>                            |                                | <b>1,070,941.50</b> | <b>1,070,475.61</b> | <b>1,298,065.00</b>      | <b>1,893,888.00</b>     | <b>1,466,802.18</b> | <b>0.00</b>        | <b>1,918,549.00</b>      | <b>0.00</b>         | <b>0.00</b>        | <b>0.00</b>         |
| <b>Account Category: Appropriations</b>              |                                |                     |                     |                          |                         |                     |                    |                          |                     |                    |                     |
| 248-260-701-000                                      | Executive Director Wages       | 58,299.12           | 60,860.93           | 80,000.00                | 80,000.00               | 67,693.12           | 0.00               | 82,400.00                | 0.00                | 0.00               | 0.00                |
| 248-260-704-000                                      | Wages - Administrative Coordi  | 20,247.60           | 35,878.15           | 37,188.00                | 37,188.00               | 14,874.49           | 0.00               | 32,417.00                | 0.00                | 0.00               | 0.00                |
| 248-260-706-000                                      | Asst. Executive Director wage  | 24,068.37           | 41,897.51           | 71,000.00                | 71,000.00               | 60,077.60           | 0.00               | 73,130.00                | 0.00                | 0.00               | 0.00                |
| 248-260-706-001                                      | Marketing Coordinator          | 0.00                | 0.00                | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-707-000                                      | Wages - Grounds Coordinator    | 1,402.75            | 3,210.82            | 5,400.00                 | 5,400.00                | 2,498.50            | 0.00               | 5,400.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-711-013                                      | OVERTIME                       | 947.49              | 0.00                | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-715-000                                      | Social Security                | 7,930.01            | 10,809.00           | 14,810.00                | 14,810.00               | 11,103.48           | 0.00               | 15,254.00                | 0.00                | 0.00               | 0.00                |
| 248-260-716-000                                      | Health Insurance- Medical      | 6,630.39            | 2,877.74            | 12,000.00                | 12,000.00               | 17,114.52           | 0.00               | 14,820.00                | 0.00                | 0.00               | 0.00                |
| 248-260-717-000                                      | Life & Disability Insurance    | 916.72              | 330.67              | 1,320.00                 | 1,320.00                | 2,109.22            | 0.00               | 1,562.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-718-000                                      | Dental Insurance               | 474.70              | 222.13              | 770.00                   | 770.00                  | 576.22              | 0.00               | 1,132.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-719-000                                      | Pension                        | 5,003.22            | 5,457.47            | 5,632.00                 | 5,632.00                | 6,519.76            | 0.00               | 5,800.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-720-000                                      | Unemployment                   | 0.00                | 0.00                | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-721-000                                      | Vision Care                    | 99.25               | 45.91               | 143.00                   | 143.00                  | 667.34              | 0.00               | 720.00                   | 0.00                | 0.00               | 0.00                |
| 248-260-722-000                                      | Worker's Comp. Insurance       | 0.00                | 0.00                | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-801-000                                      | Contractual Services           | 234.00              | 18,000.00           | 15,000.00                | 10,000.00               | 9,392.50            | 0.00               | 36,000.00                | 0.00                | 0.00               | 0.00                |
| 248-260-801-002                                      | Contr Services - Police Admin  | 60,000.00           | 60,000.00           | 60,000.00                | 60,000.00               | 60,000.00           | 0.00               | 12,000.00                | 0.00                | 0.00               | 0.00                |
| 248-260-801-003                                      | Contract Services - DPW Admin  | 30,000.00           | 29,400.00           | 30,000.00                | 30,000.00               | 30,000.00           | 0.00               | 27,180.00                | 0.00                | 0.00               | 0.00                |
| 248-260-801-004                                      | Contract Services - GF Admin   | 69,999.96           | 69,999.96           | 70,000.00                | 70,000.00               | 70,000.00           | 0.00               | 42,789.00                | 0.00                | 0.00               | 0.00                |

## BUDGET REPORT FOR VILLAGE OF LAKE ORION

Calculations As of 06/30/2025

| GL Number                                     | Description                   | 22-23<br>Activity | 23-24<br>Activity | 24-25<br>Original Budget | 24-25<br>Amended Budget | 24-25<br>Activity | 24-25<br>Projected | 25-26<br>DEPT. REQUESTED | 26-27<br>PROJECTION | 27-28<br>Projected | 28-29<br>PROJECTION |
|---|-------------------------------|-------------------|-------------------|--------------------------|-------------------------|-------------------|--------------------|--------------------------|---------------------|--------------------|---------------------|
| Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND |                               |                   |                   |                          |                         |                   |                    |                          |                     |                    |                     |
| Account Category: Appropriations              |                               |                   |                   |                          |                         |                   |                    |                          |                     |                    |                     |
| 248-260-801-005                               | Contractual Services- Townshi | 2,700.00          | 2,700.00          | 2,700.00                 | 2,700.00                | 0.00              | 0.00               | 6,700.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-801-012                               | Contractual Services-Parking  | 21,000.00         | 21,000.00         | 21,000.00                | 21,000.00               | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-801-022                               | Cont Service-Police Crowd Con | 19,999.92         | 20,000.00         | 20,000.00                | 20,000.00               | 461.90            | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-801-023                               | Contract Services-DPW event s | 9,999.96          | 10,000.00         | 10,000.00                | 10,000.00               | 300.00            | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-801-033                               | Contract Services-DPW snow re | 15,000.00         | 15,600.00         | 12,000.00                | 17,000.00               | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-805-000                               | Audit Fees                    | 1,545.13          | 2,950.00          | 2,500.00                 | 4,490.00                | 3,979.00          | 0.00               | 7,900.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-810-000                               | Legal Services                | 12,726.48         | 17,496.90         | 8,000.00                 | 8,000.00                | 5,733.25          | 0.00               | 3,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-823-000                               | Website/Software              | 6,828.42          | 5,710.54          | 6,000.00                 | 6,000.00                | 2,488.45          | 0.00               | 8,100.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-823-001                               | Municipal Software            | 1,248.00          | 3,675.50          | 3,800.00                 | 3,800.00                | 0.00              | 0.00               | 5,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-829-000                               | Planner Services              | 4,715.00          | 675.00            | 3,500.00                 | 3,500.00                | 0.00              | 0.00               | 1,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-851-000                               | Telephone                     | 3,247.20          | 3,392.33          | 3,500.00                 | 3,500.00                | 2,733.58          | 0.00               | 3,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-900-000                               | Printing and Publication      | 181.98            | 0.00              | 500.00                   | 500.00                  | 0.00              | 0.00               | 500.00                   | 0.00                | 0.00               | 0.00                |
| 248-260-920-000                               | Utilities                     | 4,199.26          | 9,600.96          | 4,500.00                 | 6,370.00                | 5,489.55          | 0.00               | 7,800.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-921-000                               | Municipal Street Lighting     | 29,473.69         | 6,418.22          | 6,500.00                 | 12,040.00               | 11,474.23         | 0.00               | 14,900.00                | 0.00                | 0.00               | 0.00                |
| 248-260-930-000                               | Repair and Maintenance        | 704.95            | 58.00             | 0.00                     | 0.00                    | 0.00              | 0.00               | 1,870.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-930-002                               | Building Maintenance          | 1,019.88          | 375.14            | 400.00                   | 1,100.00                | 306.87            | 0.00               | 1,200.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-940-000                               | Equipment Rental              | 70.42             | 0.00              | 250.00                   | 750.00                  | 102.03            | 0.00               | 2,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-941-000                               | Office Rent                   | 12,000.00         | 12,000.00         | 14,000.00                | 16,800.00               | 16,800.00         | 0.00               | 16,800.00                | 0.00                | 0.00               | 0.00                |
| 248-260-942-000                               | Office Expenses               | 5,150.44          | 3,427.48          | 4,500.00                 | 4,500.00                | 3,609.54          | 0.00               | 5,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-942-019                               | Covid Office Expenses         | 0.00              | 0.00              | 0.00                     | 0.00                    | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-946-000                               | Credit Card Fees              | 8.84              | 0.00              | 100.00                   | 100.00                  | 0.00              | 0.00               | 175.00                   | 0.00                | 0.00               | 0.00                |
| 248-260-955-001                               | Credit Card Fees              | 0.00              | 0.00              | 0.00                     | 0.00                    | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-956-000                               | Dues & Miscellaneous          | 1,036.00          | 1,504.13          | 1,545.00                 | 1,545.00                | 1,487.88          | 0.00               | 1,900.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-957-000                               | Education & Training          | 8,965.35          | 4,360.34          | 5,000.00                 | 5,000.00                | 1,470.45          | 0.00               | 8,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-260-958-000                               | General Activities Misc       | 738.78            | 0.00              | 350.00                   | 350.00                  | 344.31            | 0.00               | 15,400.00                | 0.00                | 0.00               | 0.00                |
| 248-260-961-000                               | Tax Tribunal Refunds          | 0.00              | 0.00              | 0.00                     | 0.00                    | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-962-000                               | Mileage                       | 1,536.51          | 37.65             | 1,000.00                 | 1,000.00                | 544.86            | 0.00               | 500.00                   | 0.00                | 0.00               | 0.00                |
| 248-260-965-101                               | Transfer Out - General Fund   | 0.00              | 0.00              | 0.00                     | 0.00                    | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-965-401                               | Transfer to Capital Imp Fund  | 0.00              | 0.00              | 67,616.00                | 67,616.00               | 0.00              | 0.00               | 152,250.00               | 0.00                | 0.00               | 0.00                |
| 248-260-965-404                               | Transfer Out - DDA Property A | 110,000.00        | 157,500.00        | 0.00                     | 0.00                    | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-260-974-000                               | Capital Outlay - Equipment    | 5,199.79          | 1,234.84          | 2,000.00                 | 2,000.00                | 0.00              | 0.00               | 2,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-725-822-000                               | Newsletter                    | 882.40            | 650.00            | 1,800.00                 | 1,800.00                | 130.00            | 0.00               | 1,800.00                 | 0.00                | 0.00               | 0.00                |
| 248-725-824-000                               | Volunteer Recognition & Dvp.  | 281.87            | 0.00              | 1,000.00                 | 1,000.00                | 675.21            | 0.00               | 1,700.00                 | 0.00                | 0.00               | 0.00                |
| 248-725-825-000                               | Gift Certificate Redemption   | 9,365.00          | 3,210.00          | 5,000.00                 | 5,000.00                | 4,416.00          | 0.00               | 5,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-725-826-000                               | Historic Celebration/Educatio | 1,587.50          | 579.74            | 1,000.00                 | 1,000.00                | 290.40            | 0.00               | 2,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-725-827-000                               | Awareness Program             | 1,636.90          | 918.28            | 1,500.00                 | 1,500.00                | 217.97            | 0.00               | 1,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-725-864-000                               | Grant & Scholarship Distriubu | 1,000.00          | 0.00              | 0.00                     | 0.00                    | 0.00              | 0.00               | 1,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-725-881-000                               | Merchandise to Sell           | 75.00             | 211.01            | 1,000.00                 | 1,000.00                | 0.00              | 0.00               | 1,200.00                 | 0.00                | 0.00               | 0.00                |
| 248-726-745-000                               | Beautification Supplies       | 1,573.94          | 2,736.35          | 1,500.00                 | 2,600.00                | 1,394.09          | 0.00               | 7,620.00                 | 0.00                | 0.00               | 0.00                |
| 248-726-746-000                               | Hanging Baskets               | 3,353.00          | 3,443.00          | 4,000.00                 | 4,000.00                | 0.00              | 0.00               | 4,120.00                 | 0.00                | 0.00               | 0.00                |
| 248-726-801-000                               | Contractual Services          | 5,172.00          | 5,127.00          | 5,500.00                 | 5,500.00                | 3,080.24          | 0.00               | 5,780.00                 | 0.00                | 0.00               | 0.00                |
| 248-726-843-000                               | Facade Program                | 0.00              | 5.00              | 23,680.00                | 23,680.00               | 14,273.96         | 0.00               | 25,480.00                | 0.00                | 0.00               | 0.00                |
| 248-726-845-000                               | Public Art Program            | 2,250.00          | 0.00              | 2,500.00                 | 2,500.00                | 390.69            | 0.00               | 2,100.00                 | 0.00                | 0.00               | 0.00                |
| 248-726-883-000                               | Banners and Holiday Lighting  | 9,639.03          | 5,999.66          | 10,000.00                | 10,000.00               | 6,844.08          | 0.00               | 8,100.00                 | 0.00                | 0.00               | 0.00                |
| 248-726-975-001                               | Capital Outlay - Beautificati | 473.42            | 0.00              | 5,000.00                 | 5,000.00                | 344.47            | 0.00               | 2,300.00                 | 0.00                | 0.00               | 0.00                |
| 248-726-975-002                               | Capital Outlay - Streets      | 0.00              | 0.00              | 500.00                   | 500.00                  | 0.00              | 0.00               | 2,790.00                 | 0.00                | 0.00               | 0.00                |
| 248-726-980-001                               | PUBLIC SPACE GRANT-GENERAL    | 0.00              | 0.00              | 0.00                     | 353,619.00              | 121,261.24        | 0.00               | 353,619.00               | 0.00                | 0.00               | 0.00                |
| 248-726-980-002                               | PUBLIC SPACE GRANT-DEVELOPMEN | 0.00              | 0.00              | 0.00                     | 242,204.00              | 16,985.00         | 0.00               | 242,204.00               | 0.00                | 0.00               | 0.00                |
| 248-728-801-000                               | Contractual Services          | 6,562.50          | 6,312.50          | 34,500.00                | 34,500.00               | 15,185.63         | 0.00               | 17,800.00                | 0.00                | 0.00               | 0.00                |
| 248-728-860-000                               | Trolley Expense               | 34,246.33         | 23,902.51         | 22,000.00                | 22,000.00               | 7,010.04          | 0.00               | 18,900.00                | 0.00                | 0.00               | 0.00                |



BUDGET REPORT FOR VILLAGE OF LAKE ORION  
Calculations As of 06/30/2025

| GL Number                                       | Description                   | 22-23<br>Activity | 23-24<br>Activity | 24-25<br>Original Budget | 24-25<br>Amended Budget | 24-25<br>Activity | 24-25<br>Projected | 25-26<br>DEPT. REQUESTED | 26-27<br>PROJECTION | 27-28<br>Projected | 28-29<br>PROJECTION |
|---|-------------------------------|-------------------|-------------------|--------------------------|-------------------------|-------------------|--------------------|--------------------------|---------------------|--------------------|---------------------|
| Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND   |                               |                   |                   |                          |                         |                   |                    |                          |                     |                    |                     |
| Account Category: Appropriations                |                               |                   |                   |                          |                         |                   |                    |                          |                     |                    |                     |
| 248-728-861-000                                 | Survey Expense                | 0.00              | 0.00              | 468.00                   | 468.00                  | 0.00              | 0.00               | 1,460.00                 | 0.00                | 0.00               | 0.00                |
| 248-728-862-000                                 | Training Materials            | 456.61            | 0.00              | 500.00                   | 500.00                  | 57.37             | 0.00               | 500.00                   | 0.00                | 0.00               | 0.00                |
| 248-728-864-000                                 | Grant & Scholarship Distriubu | 0.00              | 0.00              | 12,500.00                | 10,800.00               | 0.00              | 0.00               | 4,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-728-886-000                                 | Marketing Materials           | 1,325.20          | 0.00              | 2,500.00                 | 2,500.00                | 10.79             | 0.00               | 2,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-728-886-001                                 | Blight Reduction              | 0.00              | 0.00              | 0.00                     | 0.00                    | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-728-886-002                                 | Social District               | 3,389.60          | 1,000.00          | 750.00                   | 750.00                  | 60.00             | 0.00               | 2,350.00                 | 0.00                | 0.00               | 0.00                |
| 248-728-888-000                                 | Brand Marketing               | 29,944.90         | 23,295.55         | 50,000.00                | 50,000.00               | 16,860.97         | 0.00               | 23,700.00                | 0.00                | 0.00               | 0.00                |
| 248-728-888-001                                 | Contractual Services Brand Ma | 27,500.00         | 23,255.00         | 10,000.00                | 10,000.00               | 272.89            | 0.00               | 12,000.00                | 0.00                | 0.00               | 0.00                |
| 248-729-880-000                                 | Event Promotion               | 1,795.65          | 473.44            | 2,000.00                 | 2,000.00                | 404.71            | 0.00               | 2,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-001                                 | Event Promo - Gazebo Series   | 17,342.36         | 10,170.07         | 11,000.00                | 11,000.00               | 10,600.00         | 0.00               | 14,500.00                | 0.00                | 0.00               | 0.00                |
| 248-729-880-004                                 | Event Promo - Halloween Parad | 2,015.35          | 2,450.61          | 2,500.00                 | 2,500.00                | 1,240.10          | 0.00               | 2,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-005                                 | Event Promo - Hmtwn/Holiday V | 8,214.99          | 8,014.27          | 7,500.00                 | 7,500.00                | 2,832.22          | 0.00               | 3,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-006                                 | Event Promo - New Years Res.  | 0.00              | 0.00              | 0.00                     | 0.00                    | 0.00              | 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              | 0.00               | 2,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-008                                 | Event Promo-Photo Contest     | 0.00              | 0.00              | 250.00                   | 250.00                  | 0.00              | 0.00               | 3,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-009                                 | Event Promo-Lake Orion Love S | 0.00              | 0.00              | 0.00                     | 0.00                    | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-729-880-010                                 | Babes On Broadway             | 0.00              | 0.00              | 1,500.00                 | 1,500.00                | 0.00              | 0.00               | 1,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-011                                 | Restaurant week               | 0.00              | 0.00              | 2,500.00                 | 2,500.00                | 0.00              | 0.00               | 1,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-012                                 | Sing & Stroll Tree Lighting   | 12,211.88         | 11,753.72         | 12,100.00                | 12,100.00               | 3,890.49          | 0.00               | 7,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-013                                 | SD Nights- Stronger Together  | 682.08            | 348.99            | 2,500.00                 | 2,500.00                | 384.76            | 0.00               | 2,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-014                                 | Octoberfest                   | 22,703.72         | 0.00              | 1,500.00                 | 1,500.00                | 128.14            | 0.00               | 1,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-015                                 | Winter Activities             | 8,658.36          | 7,019.39          | 12,000.00                | 12,000.00               | 5,986.48          | 0.00               | 4,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-016                                 | Athletic Events-other         | 0.00              | 0.00              | 2,500.00                 | 2,500.00                | 0.00              | 0.00               | 2,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-017                                 | Movie Night                   | 2,194.24          | 998.81            | 3,000.00                 | 3,000.00                | 1,707.69          | 0.00               | 3,500.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-880-100                                 | Stronger Together- smr fall   | 552.75            | 1,521.82          | 5,000.00                 | 5,000.00                | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-729-885-000                                 | Port-A-Johns                  | 2,124.11          | 2,103.51          | 3,500.00                 | 2,600.00                | 1,007.50          | 0.00               | 2,400.00                 | 0.00                | 0.00               | 0.00                |
| 248-729-895-000                                 | Event Promo-Comm. Sponsorship | 43.00             | 0.00              | 0.00                     | 0.00                    | 0.00              | 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              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-730-253-885                                 | Knox Box Grant Program        | 0.00              | 0.00              | 0.00                     | 0.00                    | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-730-885-100                                 | Knox Box Grant Program        | 0.00              | 0.00              | 2,000.00                 | 2,000.00                | 0.00              | 0.00               | 2,000.00                 | 0.00                | 0.00               | 0.00                |
| 248-730-931-000                                 | Repair & Maintenance-Equipmen | 3,146.44          | 0.00              | 0.00                     | 0.00                    | 0.00              | 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              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-730-965-301                                 | Interfund TRF 2023 DDA Bond P | 0.00              | 422,709.00        | 419,709.00               | 419,709.00              | 0.00              | 0.00               | 419,709.00               | 0.00                | 0.00               | 0.00                |
| 248-730-965-404                                 | Transfer Out - DDA Property A | 104,178.00        | 0.00              | 0.00                     | 0.00                    | 0.00              | 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              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-730-975-000                                 | Capital Outlay                | 386.63            | 1,636.00          | 53,075.00                | 53,075.00               | 12,786.68         | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-730-975-003                                 | DDA Capital Outlay            | 2,521.00          | 5,871.00          | 5,500.00                 | 5,500.00                | 4,668.94          | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-730-975-005                                 | DDA Capital Outlay- wayfindin | 39,265.99         | 0.00              | 0.00                     | 0.00                    | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-730-975-006                                 | DDA Capital Outlay - Parking  | 251,181.44        | 0.00              | 0.00                     | 0.00                    | 0.00              | 0.00               | 10,000.00                | 0.00                | 0.00               | 0.00                |
| 248-730-975-009                                 | Capital Outlay - Dumpsters    | 0.00              | 0.00              | 30,000.00                | 22,800.00               | 0.00              | 0.00               | 19,000.00                | 0.00                | 0.00               | 0.00                |
| 248-730-975-011                                 | Capital Outlay - Trail Extens | 0.00              | 0.00              | 9,000.00                 | 4,300.00                | 0.00              | 0.00               | 4,300.00                 | 0.00                | 0.00               | 0.00                |
| 248-730-975-015                                 | Capital Outlay- outdoor Sound | 0.00              | 0.00              | 0.00                     | 0.00                    | 0.00              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 248-730-975-020                                 | Capital Outlay Parks & rec    | 25,705.11         | 0.00              | 0.00                     | 0.00                    | 0.00              | 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              | 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              | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| Appropriations                                  |                               | 1,211,187.88      | 1,214,423.55      | 1,390,356.00             | 1,986,179.00            | 665,351.40        | 0.00               | 1,879,031.00             | 0.00                | 0.00               | 0.00                |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND: |                               |                   |                   |                          |                         |                   |                    |                          |                     |                    |                     |
| TOTAL ESTIMATED REVENUES                        |                               | 1,070,941.50      | 1,070,475.61      | 1,298,065.00             | 1,893,888.00            | 1,466,802.18      | 0.00               | 1,918,549.00             | 0.00                | 0.00               | 0.00                |
| TOTAL APPROPRIATIONS                            |                               | 1,211,187.88      | 1,214,423.55      | 1,390,356.00             | 1,986,179.00            | 665,351.40        | 0.00               | 1,879,031.00             | 0.00                | 0.00               | 0.00                |

| BUDGET REPORT FOR VILLAGE OF LAKE ORION       |             |                   |                   |                          |                         |                   |                    |                          |                     |                    |                     |
|---|-------------|-------------------|-------------------|--------------------------|-------------------------|-------------------|--------------------|--------------------------|---------------------|--------------------|---------------------|
| Calculations As of 06/30/2025                 |             |                   |                   |                          |                         |                   |                    |                          |                     |                    |                     |
| GL Number                                     | Description | 22-23<br>Activity | 23-24<br>Activity | 24-25<br>Original Budget | 24-25<br>Amended Budget | 24-25<br>Activity | 24-25<br>Projected | 25-26<br>DEPT. REQUESTED | 26-27<br>PROJECTION | 27-28<br>Projected | 28-29<br>PROJECTION |
| Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND |             |                   |                   |                          |                         |                   |                    |                          |                     |                    |                     |
| NET OF REVENUES & APPROPRIATIONS:             |             | (140,246.38)      | (143,947.94)      | (92,291.00)              | (92,291.00)             | 801,450.78        | 0.00               | 39,518.00                | 0.00                | 0.00               | 0.00                |

**BUDGET REPORT FOR VILLAGE OF LAKE ORION**  
Calculations As of 06/30/2025

| GL Number   | Description                   | 22-23<br>Activity   | 23-24<br>Activity     | 24-25<br>Original Budget | 24-25<br>Amended Budget | 24-25<br>Activity   | 24-25<br>Projected | 25-26<br>DEPT. REQUESTED | 26-27<br>PROJECTION | 27-28<br>Projected | 28-29<br>PROJECTION |
|---|-------------------------------|---------------------|-----------------------|--------------------------|-------------------------|---------------------|--------------------|--------------------------|---------------------|--------------------|---------------------|
| <b>Fund: 301 DOWNTOWN DEV BOND PROJECT 2023</b>   |                               |                     |                       |                          |                         |                     |                    |                          |                     |                    |                     |
| <b>Account Category: Estimated Revenues</b>       |                               |                     |                       |                          |                         |                     |                    |                          |                     |                    |                     |
| 301-000-300-001                                   | 2023 Downtown Dev Tax Exempt  | 3,533,382.41        | 0.00                  | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 301-000-300-002                                   | 2023 Downtown Dev Tax Exempt  | 1,480,826.54        | 0.00                  | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 301-000-664-000                                   | Interest Earnings             | 90.73               | 1,917.41              | 900.00                   | 900.00                  | 1,438.90            | 0.00               | 900.00                   | 0.00                | 0.00               | 0.00                |
| 301-000-671-999                                   | Appropriation from Fund Balan | 0.00                | 0.00                  | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 301-000-699-301                                   | TRF in from DDA               | 0.00                | 422,709.00            | 419,709.00               | 419,709.00              | 0.00                | 0.00               | 419,709.00               | 0.00                | 0.00               | 0.00                |
| <b>Estimated Revenues</b>                         |                               | <b>5,014,299.68</b> | <b>424,626.41</b>     | <b>420,609.00</b>        | <b>420,609.00</b>       | <b>1,438.90</b>     | <b>0.00</b>        | <b>420,609.00</b>        | <b>0.00</b>         | <b>0.00</b>        | <b>0.00</b>         |
| <b>Account Category: Appropriations</b>           |                               |                     |                       |                          |                         |                     |                    |                          |                     |                    |                     |
| 301-901-805-000                                   | Audit fees                    | 0.00                | 0.00                  | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 301-901-930-000                                   | Repair and Maintenance        | 0.00                | 0.00                  | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 301-901-950-000                                   | Demolition & Land Improvement | 0.00                | 26,826.76             | 500,000.00               | 500,000.00              | 163,951.77          | 0.00               | 174,500.00               | 0.00                | 0.00               | 0.00                |
| 301-901-956-000                                   | Dues & Miscellaneous          | 0.00                | 0.00                  | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 301-901-971-000                                   | Capital Outlay - Buildings    | 0.00                | 2,120,874.70          | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 301-905-301-000                                   | Bond Issuance Expense         | 0.00                | 0.00                  | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 301-905-731-000                                   | 2023 Bond Taxable Issuance E  | 69,350.00           | 1,000.00              | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 301-905-731-001                                   | 2023 Tax exempt Bond Issuance | 0.00                | 1,000.00              | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 301-905-745-001                                   | Property taxes-Orion Twp      | 0.00                | 3,353.36              | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 301-905-920-000                                   | Utilities                     | 0.00                | 0.00                  | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                     | 0.00                | 0.00               | 0.00                |
| 301-905-992-003                                   | 2023 DDA BONDS TAXABLE PRINCI | 0.00                | 75,000.00             | 60,000.00                | 60,000.00               | 60,000.00           | 0.00               | 60,000.00                | 0.00                | 0.00               | 0.00                |
| 301-905-992-004                                   | 2023 DDA BONDS TAX EXEMPT PRI | 0.00                | 180,000.00            | 150,000.00               | 150,000.00              | 150,000.00          | 0.00               | 150,000.00               | 0.00                | 0.00               | 0.00                |
| 301-905-993-001                                   | 2023 DDA BOND TAXABLE INTERES | 0.00                | 60,931.02             | 76,910.00                | 76,910.00               | 76,909.00           | 0.00               | 76,910.00                | 0.00                | 0.00               | 0.00                |
| 301-905-993-002                                   | 2023 DDA TAX EXEMPT BOND INTE | 0.00                | 105,777.78            | 132,800.00               | 132,800.00              | 132,800.00          | 0.00               | 132,800.00               | 0.00                | 0.00               | 0.00                |
| <b>Appropriations</b>                             |                               | <b>69,350.00</b>    | <b>2,574,763.62</b>   | <b>919,710.00</b>        | <b>919,710.00</b>       | <b>583,660.77</b>   | <b>0.00</b>        | <b>594,210.00</b>        | <b>0.00</b>         | <b>0.00</b>        | <b>0.00</b>         |
| <b>Fund 301 - DOWNTOWN DEV BOND PROJECT 2023:</b> |                               |                     |                       |                          |                         |                     |                    |                          |                     |                    |                     |
| <b>TOTAL ESTIMATED REVENUES</b>                   |                               | <b>5,014,299.68</b> | <b>424,626.41</b>     | <b>420,609.00</b>        | <b>420,609.00</b>       | <b>1,438.90</b>     | <b>0.00</b>        | <b>420,609.00</b>        | <b>0.00</b>         | <b>0.00</b>        | <b>0.00</b>         |
| <b>TOTAL APPROPRIATIONS</b>                       |                               | <b>69,350.00</b>    | <b>2,574,763.62</b>   | <b>919,710.00</b>        | <b>919,710.00</b>       | <b>583,660.77</b>   | <b>0.00</b>        | <b>594,210.00</b>        | <b>0.00</b>         | <b>0.00</b>        | <b>0.00</b>         |
| <b>NET OF REVENUES &amp; APPROPRIATIONS:</b>      |                               | <b>4,944,949.68</b> | <b>(2,150,137.21)</b> | <b>(499,101.00)</b>      | <b>(499,101.00)</b>     | <b>(582,221.87)</b> | <b>0.00</b>        | <b>(173,601.00)</b>      | <b>0.00</b>         | <b>0.00</b>        | <b>0.00</b>         |

**BUDGET REPORT FOR VILLAGE OF LAKE ORION**  
Calculations As of 06/30/2025

| GL Number                                   | Description                                  | 22-23<br>Activity   | 23-24<br>Activity     | 24-25<br>Original Budget | 24-25<br>Amended Budget | 24-25<br>Activity   | 24-25<br>Projected | DEPT. REQUESTED     | 25-26<br>PROJECTED | 26-27<br>Projected | 27-28<br>Projected | 28-29<br>PROJECTED |
|---|--|---------------------|-----------------------|--------------------------|-------------------------|---------------------|--------------------|---------------------|--------------------|--------------------|--------------------|--------------------|
| <b>Fund: 404 DDA PROPERTY ACQUISITION</b>   |  |                     |                       |                          |                         |                     |                    |                     |                    |                    |                    |                    |
| <b>Account Category: Estimated Revenues</b> |  |                     |                       |                          |                         |                     |                    |                     |                    |                    |                    |                    |
| 404-000-664-000                             | Interest Earnings                            | 189.25              | 124.17                | 0.00                     | 0.00                    | 96.24               | 0.00               | 0.00                | 0.00               | 0.00               | 0.00               | 0.00               |
| 404-000-694-000                             | Miscellaneous Revenue                        | 0.00                | 0.00                  | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                | 0.00               | 0.00               | 0.00               | 0.00               |
| 404-000-699-248                             | Interfund Transfer In - DDA                  | 214,178.00          | 157,500.00            | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                | 0.00               | 0.00               | 0.00               | 0.00               |
|   | <b>Estimated Revenues</b>                    | <b>214,367.25</b>   | <b>157,624.17</b>     | <b>0.00</b>              | <b>0.00</b>             | <b>96.24</b>        | <b>0.00</b>        | <b>0.00</b>         | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        |
| <b>Account Category: Appropriations</b>     |  |                     |                       |                          |                         |                     |                    |                     |                    |                    |                    |                    |
| 404-901-805-000                             | Audit Fees                                   | 0.00                | 0.00                  | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                | 0.00               | 0.00               | 0.00               | 0.00               |
| 404-901-901-000                             | Debt Service- Parking Deck                   | 0.00                | 0.00                  | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                | 0.00               | 0.00               | 0.00               | 0.00               |
| 404-901-930-000                             | Repair & Maintenance - Bldg                  | 0.00                | 0.00                  | 0.00                     | 0.00                    | 0.00                | 0.00               | 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                | 0.00               | 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                | 0.00               | 0.00                | 0.00               | 0.00               | 0.00               | 0.00               |
| 404-901-971-000                             | Capital Outlay - Building                    | 0.00                | 0.00                  | 169,436.00               | 169,436.00              | 0.00                | 0.00               | 169,436.00          | 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                | 0.00               | 0.00                | 0.00               | 0.00               | 0.00               | 0.00               |
| 404-901-992-000                             | Bond Principal                               | 100,000.00          | 300,000.00            | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                | 0.00               | 0.00               | 0.00               | 0.00               |
| 404-901-995-000                             | Bond Interest                                | 10,000.00           | 15,000.00             | 0.00                     | 0.00                    | 0.00                | 0.00               | 0.00                | 0.00               | 0.00               | 0.00               | 0.00               |
|   | <b>Appropriations</b>                        | <b>110,000.00</b>   | <b>315,000.00</b>     | <b>169,436.00</b>        | <b>169,436.00</b>       | <b>0.00</b>         | <b>0.00</b>        | <b>169,436.00</b>   | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        |
| <b>Fund 404 - DDA PROPERTY ACQUISITION:</b> |  |                     |                       |                          |                         |                     |                    |                     |                    |                    |                    |                    |
|   | <b>TOTAL ESTIMATED REVENUES</b>              | <b>214,367.25</b>   | <b>157,624.17</b>     | <b>0.00</b>              | <b>0.00</b>             | <b>96.24</b>        | <b>0.00</b>        | <b>0.00</b>         | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        |
|   | <b>TOTAL APPROPRIATIONS</b>                  | <b>110,000.00</b>   | <b>315,000.00</b>     | <b>169,436.00</b>        | <b>169,436.00</b>       | <b>0.00</b>         | <b>0.00</b>        | <b>169,436.00</b>   | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        |
|   | <b>NET OF REVENUES &amp; APPROPRIATIONS:</b> | <b>104,367.25</b>   | <b>(157,375.83)</b>   | <b>(169,436.00)</b>      | <b>(169,436.00)</b>     | <b>96.24</b>        | <b>0.00</b>        | <b>(169,436.00)</b> | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        |
| <b>Report Totals:</b>                       |  |                     |                       |                          |                         |                     |                    |                     |                    |                    |                    |                    |
|   | <b>TOTAL ESTIMATED REVENUES - ALL FUNDS</b>  | <b>6,299,608.43</b> | <b>1,652,726.19</b>   | <b>1,718,674.00</b>      | <b>2,314,497.00</b>     | <b>1,468,337.32</b> | <b>0.00</b>        | <b>2,339,158.00</b> | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        |
|   | <b>TOTAL APPROPRIATIONS - ALL FUNDS</b>      | <b>1,390,537.88</b> | <b>4,104,187.17</b>   | <b>2,479,502.00</b>      | <b>3,075,325.00</b>     | <b>1,249,012.17</b> | <b>0.00</b>        | <b>2,642,677.00</b> | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        |
|   | <b>NET OF REVENUES &amp; APPROPRIATIONS:</b> | <b>4,909,070.55</b> | <b>(2,451,460.98)</b> | <b>(760,828.00)</b>      | <b>(760,828.00)</b>     | <b>219,325.15</b>   | <b>0.00</b>        | <b>(303,519.00)</b> | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        | <b>0.00</b>        |



DDA ACTION SUMMARY SHEET

**MEETING DATE:** May 7, 2025

**TOPIC** Approval of Proposed Contracts - Village of Lake Orion

**BACKGROUND BRIEF:**

The DDA Budget Task Force has met, including meeting with the Village Council Ad Hoc committee, and in concert with staff recommendations, the attached Intergovernmental Agreement is being presented as a basis for both the statutorily allowed Admin Fee, and for affirmation and contracting of core services to keep the district clean, safe and inviting.

The General Administrative Fee, allowed to the Village by statute, is budgeted, and will be fully remitted pursuant to contract.

It is notable that the DPW has provided a list of those things that will be done at no costs to the DDA. We have sued the DPW provided additional services lait and accepted certain of those that will benefit the district, and that is what is included in the contract.

**FINANCIAL IMPACT:**

As stated in the 25-26 Budget, as proposed

**RECOMMENDED MOTION:**

Move to accept and approve the Intergovernmental Agreement between the Village of Lake Orion and the Lake Orion Downtown Development Authority, as presented, and direct that the Contract is delivered to the Village of Lake Orion for consideration of approval.



# Intergovernmental Agreement

Lake Orion Downtown Development Authority  
and  
Village of Lake Orion

**THIS AGREEMENT** is entered into this \_\_\_\_ day of \_\_\_\_\_ 2025, by and between the LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY (DDA), a statutorily authorized unit of the Village of Lake Orion, having an address of 118 N. Broadway St., Lake Orion MI 48362, and the Village of Lake Orion (Village), a Michigan municipal corporation, having an address of 21 E. Church St., Lake Orion MI 48362. Collectively, the DDA and the Village, may be referred to as the “Parties”.

## RECITALS

**Whereas**, to maximize mutual support for the objectives, opportunities and responsibilities of both Parties, the DDA and Village desire to document the intergovernmental relationship between the two entities and the roles and responsibilities of the Parties in achieving the objectives of a nationally recognized and accredited Downtown.

**Therefore the DDA and the Village hereby agree as follows:**

### 1. TERM AND RENEWAL.

- a) Term. This agreement commences on July 1, 2025 and terminates on June 30, 2026.
- b) Renewal. This agreement shall automatically renew for consecutive one-year terms unless terminated by a Party.
- c) Notice of Termination. Either Party may terminate Agreement, for any cause, by delivering written “Notice of Termination” to the other Party not less than 90 days prior to the date of intended termination.

### 2. DEPARTMENT OF PUBLIC WORKS. As an obligation of this Agreement, the Village shall commit resources, and otherwise be responsible for, the following services in addition to its general charter obligations:

- a) Services provided at no cost to the DDA. Those services outlined in **Exhibit A** provided by the village DPW Director on April 29, 2025 and **attached hereto**.
- b) Additional Services the DDA.
  - i. Hanging and removing light pole mounted flower baskets, including any necessary pole or mounting repairs, in Spring and Fall.
  - ii. Monthly street and sidewalk cleaning, including street sweeping all streets in the Downtown and power-washing sidewalks and streetscaped brick areas.
  - iii. Inspection and clean up of all debris and litter in the Downtown not less than monthly, including cleaning and maintain the dumpster

- areas presently on Village owned properties.
- iv. Removal of all trash from, and maintenance of, the public trash receptacles in the Downtown, subject to the DDA providing any necessary replacement liners, bags, cans and supplies.
- v. Landscape maintenance of the DDA leased parking and office areas, including grass cutting, weeding, snow plowing, salting, and other general maintenance.
- vi. Tree trimming of all trees within the downtown district.

c) **COST TO DDA**. The DDA shall pay a total annual sum to the Village for the above described services of \$27,210.31, in equal quarterly payments.

**3. GENERAL ADMINISTRATIVE SERVICES.** Pursuant to the PA57 of 2018, the Village is entitled to compensation for services expended in the administration of the Tax Increment Finance Plan, which services include, the following:

- a) Financial Management & TIF Administration:
  - I) Collection, distribution, and reconciliation of TIF revenues in accordance with PA 57.
  - II) Preparation of financial reports and annual budget assistance.
  - III) Processing of payments, invoices, and reimbursements related to DDA operations.
  - IV) Coordination with auditors for the annual audit and financial review of DDA accounts.
- b) Legal & Compliance Services:
  - I) Assisting the DDA with verified compliance with PA 57 and other applicable state and local laws.
  - II) Preparation and submission of required reports to the State of Michigan and other regulatory bodies.
  - III) Coordination of public notices, meetings, and record-keeping per Open Meetings Act and FOIA requirements.
- c) Administrative & Clerical Support:
  - I) Payroll and check/requisition processing.
  - II) Assistance with board meeting minutes, and record retention.
  - III) General support for DDA requests for proposal, public notifications, and policy updates, including Information Technology and software.

d) **COST TO DDA**. The DDA shall pay a total annual sum to the Village for the above described services of \$42,789.00, in equal quarterly payments.

4. **FACILITY RENTAL.** The DDA may access, and have use of, the public meeting room, conference room, and/or bulletin space at the Village Hall (21 E Church St.), on an as needed and pre-scheduled basis. The charge for use of the facility shall be \$250/hour, as set forth in a rental invoice for each scheduled use, as provided by the Clerk.
5. **ACCESS TO EQUIPMENT.** The DDA shall have access to certain equipment to meet its obligations under this Agreement, subject to any licensing requirement for operation and provided the timing for the use of the equipment does not materially conflict with the scheduling and needs of the Village, including but not limited to:
- a) The Four-Wheeler, including its watering tank and other equipment
  - b) Standard pick-up truck(s)
  - c) Landscaping tools and equipment

6. **NOTICES.** Any notices regarding this agreement shall be directed to:

**Village of Lake Orion**  
Attn: Village Manager  
21 Church St. Lake Orion, Michigan 48362

**Lake Orion Downtown Development Authority**  
Attn: Executive Director  
118 Broadway St. Lake Orion MI 48362

7. **MODIFICATION.** The Parties acknowledge that this is the entire understanding between them as to the subject matter hereof and that there are no other provisions or agreements, either express or implied, that have not been incorporated into this agreement. This Agreement may be modified only in writing signed by the Parties.

IN WITNESS WHEREOF, the Parties execute this agreement on the date denoted next to their respective signatures.

VILLAGE OF LAKE ORION

LAKE ORION DOWNTOWN  
DEVELOPMENT AUTHORITY

\_\_\_\_\_  
Darwin McClary  
Village Manager

\_\_\_\_\_  
Debbie Burgess  
Board Chairperson

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

## EXHIBIT A

### Services provided in the DDA District at no additional cost to the DDA

#### Road and street maintenance

- Striping of streets
- Patching potholes
- Curb repair
- Repaving of streets

#### Parking maintenance

- Striping of non DDA lots
- Striping of streetside parking

Tree trimming of trees on village easements in the district.

Weed control

Wildlife rescue or removal from public areas including paint creek

Snow plowing and salting

Leaf collection

Sign maintenance

Bridge repairs

Public sidewalk repairs

Dam maintenance and monitoring

Repairs of dumpster enclosures

Graffiti removal

Bench repairs or replacement

Park maintenance of all parks in the district

Street sweeping including street sweeping of parking lots

Storm drain maintenance and cleaning

Paint creek trail maintenance

Lawnmowing and weed whipping of all public areas

Mulching of public areas including parking lots

Tree planting

This is just a small list of services the Village provides to the DDA District without additional cost to the DDA from a DPW standpoint.

|  |              |                    |
|--|--------------|--------------------|
|  | <b>TOTAL</b> | <b>\$69,237.65</b> |
| Equipment Operator -(Includes fringes)         | \$38.91      |                    |
| Equipment Rental/Oakland County (truck & plow) | \$26.20      |                    |
| Sidewalk Machine                               | \$19.85      |                    |

| Snow Removal                    | Hours | Wages           | Material (salt) | Equipment Rental  |
|---------------------------------|-------|-----------------|-----------------|-------------------|
| Upper Municipal (old whiskey's) | 1     | \$38.91         | \$22.00         | \$26.20           |
| DDA Office (Drive and sidewalk) | 0.5   | \$19.46         | 9.925           |                   |
| Sidewalk Snow/Ice Control       | 4     | \$155.64        | 79.4            |                   |
| Slater St. Lot (and sidewalk)   | 0.5   | \$19.46         | \$11.00         | \$13.10           |
| Fork and Pint                   | 0.5   | \$19.46         | \$22.00         | \$13.10           |
| DDA parking Lot                 | 0.5   | \$19.46         | \$22.00         | \$13.10           |
| 54 North                        | 0.5   | \$19.46         | \$22.00         | \$13.10           |
| <b>Sub Totals</b>               |       | <b>\$291.83</b> | <b>\$188.33</b> | <b>\$78.60</b>    |
| Snow events per year            | 20    |                 | <b>TOTAL</b>    | <b>\$8,381.25</b> |

|                             |         |
|-----------------------------|---------|
| Equipment rental (backhoe)  | \$77.12 |
| Equipment rental (5yd Dump) | \$56.15 |
| sidewalk machine            | \$19.85 |

| Snow Hauling                       | Hours | Wages           | # of Employees | Equipment Rental   |
|------------------------------------|-------|-----------------|----------------|--------------------|
| Pull Snow off Sidewalks, Haul away | 5     | \$389.10        | 2              | \$561.50           |
| pulling and loading snow           | 5     | \$194.55        | 1              | \$385.60           |
| pushing snow sidewalk machine      | 5     | \$194.55        | 1              | \$99.25            |
| <b>Sub Totals</b>                  |       | <b>\$778.20</b> | <b>4</b>       | <b>\$1,046.35</b>  |
| 10 snow events / year              |       |                 | <b>TOTAL</b>   | <b>\$13,684.13</b> |

|                                      |         |
|--------------------------------------|---------|
| Equipment rental (truck)             | \$13.41 |
| Equipment operator (includes fringe) | \$38.91 |

| Street Light & Outlet | Hours | Wages    | # of Employees | Equipment Rental |
|-----------------------|-------|----------|----------------|------------------|
| Diagnostics           | 2     | \$155.64 | 2              | \$12.75          |
| Replace Bulb          | 0.5   | \$38.91  | 2              | \$6.71           |
| Replace Ballast       | 2     | \$155.64 | 2              | \$26.82          |
| Replace outlet        | 3     | \$233.46 | 2              | \$40.23          |
| reset breakers        | 3     | \$116.73 | 1              | \$40.23          |
| Sub Totals            |       | \$700.38 |                |                  |
|                       |       |          | TOTAL          | \$827.12         |

Equipment rental (truck) \$13.41  
 Equipment operator (includes fringe) \$38.91

| Garbage Pickup | Hours/week | Wages        | # of employees | Equipment Rental |
|----------------|------------|--------------|----------------|------------------|
|                | 4          | \$155.64     | 1              | \$53.64          |
|                |            |              | Sub total      | \$209.28         |
|                |            | x 48 weeks = | TOTAL          | \$10,045.44      |

Equipment operator (includes fringe) \$38.91  
 equipment rental (atv) \$14.43

| De weeding Flower Gardens  | Hours | Wages    | Materials | Equipment Rental |
|--|-------|----------|-----------|------------------|
| Weed Killer (spray atv)  | 16    | \$622.56 |           | \$230.88         |
| 2 bottles of weed killer @159.99 EA.                                   |       |          | \$319.98  |                  |
| Includes Childrens Park (Broadway), Flint & Broadway, New parking lot. |       |          |           |                  |
| new areas since last worksheet   |       |          |           |                  |
| Parking Lots- Slater St., Lot across from DDA, Fork and pint Lot,      |       |          |           |                  |



**TOTAL** \$1,173.42

Equipment operator (includes fringe) \$38.91  
Equipment rental (truck) \$13.41

| Christmas Decorations                                 | Hours | Wages              | Equipment Rental  |
|---|-------|--------------------|-------------------|
| Light Pole Garland (2 employees)                      | 60    | \$4,669.20         | \$804.60          |
| Cutting garland, testing lights, hanging and removing |       |                    |                   |
| Tree Lights (2 employees)                             | 40    | \$3,112.80         | \$536.40          |
| Testing and Hanging                                   |       |                    |                   |
| Removing (2 employees)                                | 20    | \$1,556.40         | \$268.20          |
| Christmas Tree (3 employees)                          | 15    | \$1,750.95         | \$402.30          |
| Retrival, installation, decoration, removal, disposal |       |                    |                   |
| <i>Sub Totals</i>                                     |       | <b>\$11,089.35</b> | <b>\$2,011.50</b> |

**TOTAL** \$13,100.85

Equipment operator (includes fringe) \$38.91  
Equipment rental (truck) \$13.41  
Equipment rental (chainsaw) \$6.19  
Equipment rental (wood chipper) \$36.21

| Tree Trimming  | Hours | Wages      | Equipment Rental |
|--|-------|------------|------------------|
| 2x year (1 employee)   | 40    | \$1,556.40 | \$3,788.80       |
| 5 year plan until trees mature then this will be routine maintenance |       |            |                  |

**TOTAL** \$5,345.20

Equipment operator (includes fringe) \$38.91



Equipment rental (truck) \$13.41

| Banner Installation   | Hours | Wages      | Equipment Rental |
|-----------------------|-------|------------|------------------|
| 24 Banners (2 people) |       |            |                  |
| Installation          | 8     | \$622.56   | \$107.28         |
| Removal               | 8     | \$622.56   | \$107.28         |
| Misc. Repairs         | 4     | \$311.28   | \$53.64          |
| Sub Totals            |       | \$1,556.40 | \$268.20         |
| TOTAL                 |       |            | \$1,824.60       |

NO

| Entry Sign Rotation             | Hours | Wages | Equipment Rental |
|---------------------------------|-------|-------|------------------|
| Entry signs are no longer there |       |       |                  |

Equipment operator (includes fringe) \$38.91

Equipment rental (truck) \$13.41

| Downtown Cleaning | Hours | Wages      | Equipment Rental |
|-------------------|-------|------------|------------------|
| Every Other Week  | 80    | \$6,225.60 | \$1,072.80       |
| 2 People          |       |            |                  |
| TOTAL             |       |            | \$7,298.40       |

YES

Equipment operator (includes fringe) \$38.91

Equipment rental (truck) \$13.41

Equipment rental (air compressor) \$14.48

| Sprinkler System                | Hours | Wages             | Materials       | Equipment Rental  |
|---------------------------------|-------|-------------------|-----------------|-------------------|
| Charge System                   | 4     | \$311.28          |                 | \$53.64           |
| Make Repairs (heads & fittings) | 16    | \$1,245.12        | \$100.00        | \$214.56          |
| Winterize System                | 3     | \$233.46          |                 | \$43.44           |
| <i>Subtotal</i>                 |       | <i>\$1,789.86</i> | <i>\$100.00</i> | <i>\$311.64</i>   |
| (x2 employees)                  |       |                   |                 |                   |
|                                 |       |                   | <b>TOTAL</b>    | <b>\$2,201.50</b> |

Equipment operator (includes fringe) \$38.91  
 Equipment rental (truck) \$13.41

| Flower Baskets                | Hours | Wages             | Equipment Rental  |
|-------------------------------|-------|-------------------|-------------------|
| Preparation (1 Person)        | 2     | \$77.82           |                   |
| Installation (2 People)       | 8     | \$622.56          | \$107.28          |
| Removal & Emptying (2 People) | 10    | \$778.20          | \$134.10          |
| <i>Sub Total</i>              |       | <i>\$1,478.58</i> | <i>\$241.38</i>   |
|                               |       |                   | <b>TOTAL</b>      |
|                               |       |                   | <b>\$1,719.96</b> |

Equipment operator (includes fringe) \$38.91  
 Equipment rental (truck) \$13.41

| Special Events                   | Hours | Wages             | Equipment Rental  |
|----------------------------------|-------|-------------------|-------------------|
| Flower Fair (2 People)           | 16    | \$1,245.12        | \$214.56          |
| Resolution Run (2 people)        | 8     | \$622.56          | \$107.28          |
| Halloween Parade (2 people)      | 2     | \$155.64          | \$26.82           |
| Ice fest (2 people)              | 2     | \$155.64          | \$26.82           |
| During Event Work (1 Person)     | 6     | \$233.46          | \$13.41           |
| <i>Sub Total</i>                 |       | <i>\$2,412.42</i> | <i>\$388.89</i>   |
|                                  |       |                   | <b>TOTAL</b>      |
|                                  |       |                   | <b>\$2,801.31</b> |
| Barricades, Clean-up (before and |       |                   |                   |

after), Set-up, break down.

|                                      |         |
|--------------------------------------|---------|
| Equipment operator (includes fringe) | \$38.91 |
| Equipment rental (truck)             | \$13.41 |

| Mulch                       | Hours                                | Wages    | Equipment Rental |
|-----------------------------|--------------------------------------|----------|------------------|
| Four Corners (2 People)     | 4                                    | \$311.28 | \$53.64          |
| Childrens Park (2 people)   | 4                                    | \$311.28 | \$53.64          |
| Upper Municipal Lot (new)   | 2                                    | \$77.82  | \$26.82          |
|                             | Sub Total                            | \$700.38 | \$134.10         |
|                             |                                      |          | TOTAL            |
|                             |                                      |          | \$834.48         |
| Remove Old (When Necessary) |                                      |          |                  |
| Add New Mulch               | Price does not include cost of mulch |          |                  |
|                             | TOTAL\$                              |          | \$69,237.65      |

## **Services provided in the DDA District at no additional cost to the DDA**

### Road and street maintenance

- Striping of streets
- Patching potholes
- Curb repair
- Repaving of streets

### Parking maintenance

- Striping of non DDA lots
- Striping of streetside parking

Tree trimming of trees on village easements in the district.

Weed control

Wildlife rescue or removal from public areas including paint creek

Snow plowing and salting

Leaf collection

Sign maintenance

Bridge repairs

Public sidewalk repairs

Dam maintenance and monitoring

Repairs of dumpster enclosures

Graffiti removal

Bench repairs or replacement

Park maintenance of all parks in the district

Street sweeping including street sweeping of parking lots

Storm drain maintenance and cleaning

Paint creek trail maintenance

Lawnmowing and weed whipping of all public areas

Mulching of public areas including parking lots

Tree planting

This is just a small list of services the Village provides to the DDA District without additional cost to the DDA from a DPW standpoint.

**Darwin McClary**

**From:** Darwin McClary  
**Sent:** Friday, July 26, 2024 9:40 AM  
**To:** Matthew Gibb; Sonja Stout; Lynsey Blough; Wesley Sanchez; Mark Amundson (amundsonm@lakeorionpolice.org)  
**Subject:** DDA/Village Administrative Services Proposal  
**Attachments:** DDA Village Services Cost Analysis Notes 2024.pdf; FY 2024-25 General Fund Budget as of 7-26-2024.pdf

Matt:

Following is the proposal of the Village for administrative services. We will handle public works, parking enforcement, and police services as separate topics of discussion at later dates.

**VILLAGE MANAGER:** The Village Manager will be available for up to two (2) hours per week for general consultation, budget preparation assistance, and attendance at DDA Board meetings at a cost of 5% of the total personnel cost for the Village Manager (salary and fringe benefits). Current year's cost is **\$6,787. yes**

**VILLAGE CLERK:** The Village Clerk's office will provide the same routine clerk services to the DDA up to four (4) hours per week, including attendance at DDA Board meetings and preparation of meeting notices and minutes, as are provided to other departments of the Village generally, except FOIA request management. The Clerk's office will not prepare meeting agendas or provide secretarial, research, special project, or any other administrative tasks that the director or staff of another department are generally expected to perform. The cost for these services is 10% of the total budget of the Village Clerk, currently **\$12,170. yes**

**VILLAGE TREASURER:** The Village Treasurer/Finance office will provide the same routine treasury/finance services to the DDA up to four (4) hours per week as are provided to other departments of the Village generally. The cost for these services is 10% of the total budget of the Village Treasurer, currently **\$18,432. yes**

**INFORMATION TECHNOLOGY:** The Village will provide necessary information technology services, software, and equipment, including maintenance, upgrade, and replacement, as are necessary to perform the administrative services under the contract for the DDA. The cost for these services is 10% of the total budget for such services, currently **\$9,355. \$5400 yes**

**GENERAL ACTIVITIES:** The Village's general support services costs are contained within the General Activities Department of the General Fund, including Village Hall operation, maintenance, and repair costs. The Village will provide Village Hall facilities for DDA Board regular and special meetings as part of these costs. The cost for these services will be 10% of the budget of the General Activities Department of the Village (excluding health insurance-retiree, retiree 115 trust, postage, copier lease, solid waste collection, telephone, and tax tribunal refund costs), currently **\$36,842**. The DDA will be responsible for performing its own copying, printing, telephone, and mailing services at the DDA office.

## OFFERING A ROOM RENTAL FEE

**INSURANCE/BOND, ENGINEERING, AND LEGAL SERVICES:** The DDA will be responsible for 100% of all such costs. If the DDA requires the Village to invoice for these services, an additional 10% administrative fee will apply to all such costs. The DDA will be responsible for 100% of the cost of special audits or other special services allocable solely to the DDA.

**TOTAL FY 2024-25 COST OF ADMINISTRATIVE SERVICES** (retroactive to July 1, 2024): **\$83,586**.