



Memorandum

Office of the Village Manager

TO: Honorable President Narsh and Village Council
FROM: Darwin D. P. McClary, Village Manager
DATE: April 8, 2024

RE: **VILLAGE MANAGER'S REPORT**

POLICE CHIEF AND POLICE OFFICER RECRUITMENTS

Council will consider approving the job description for the Police Chief position. If approved, administration will begin advertising the position opening tomorrow. Chief Lindberg and I are working to determine the interview and selection process.

Chief Lindberg has issued a conditional offer of employment for one of our full-time officer positions to an adjacent county's sheriff deputy who is retiring from his current position this month.

FY 2024-25 BUDGET PREPARATION UPDATE

I have submitted the Village Manager's Proposed FY 2024-25 budget to Council, and the budget and budget work session meeting schedule have been uploaded to the Village's web site. Council is scheduled to hold budget work sessions on April 10, 11, and 15, at 6:30 PM to review the Village Manager's Proposed FY 2024-25 budget and to receive presentations from department directors.

DTE POWER OUTAGES MEETING

I am scheduled to meet with DTE, DDA, and business owners on Thursday to receive an update from DTE on their efforts to address the numerous power outages within the community and the impacts on the business community. I will provide an update to Council on this meeting.

VILLAGE MANAGER AND CLERK/TREASURER PERIODIC PERFORMANCE EVALUATIONS

I have provided materials to the Council on the forms and process for the evaluations. Council will convene into closed session on April 22 to begin the evaluation process.

IMPORTANT DATES:

- April 10, 2024 – Village Council budget work session – 6:30 PM
- April 11, 2024 – Village Council budget work session – 6:30 PM
- April 15, 2024 – Village Council budget work session – 6:30 PM
- April 16, 2024 – DDA Board of Directors regular meeting – 6:30 PM
- April 18, 2024 – Orion Library Board of Trustees regular meeting – 6:30 PM
- April 22, 2024 – Village Council regular meeting – 7:30 PM
- April 23, 2024 – Parks and Recreation Advisory Committee regular meeting – 6:30 PM