



Memorandum

Office of the Village Manager

TO: Honorable President Narsh and Village Council
FROM: Darwin D. P. McClary, Village Manager
DATE: July 10, 2023

RE: **VILLAGE MANAGER'S REPORT**

MEEKS PARK PEDESTRIAN BRIDGE REPLACEMENT PROJECT

The bridge superstructure has been installed, concrete approach walkways, installed, and site restoration started. Some finishing work is still needed, including cutting the anchor bolts to proper size and installing bollards at each end of the bridge to prevent vehicles from driving on the bridge.

BELLEVUE WATER MAIN DWSRF ELIGIBILITY AND LEAD SERVICE LINE REPLACEMENT ISSUES

I continue to wait for a final determination by EGLE on the water main installation violation and funding eligibility. I expect a determination soon. The village also received a violation notice for failure to replace lead service lines when the water main work was completed, and we are working with EGLE to resolve that matter as well. I will continue to keep council update on these matters as more information becomes available.

2023 DOWNTOWN DEVELOPMENT BONDS

The village closed on the bonds on June 29, and the village has received the bond proceeds. The DDA may now use the funds for the acquisition of the lumber yard property and improvements.

CITIZEN PETITION CONCERNING DDA

The citizen group circulating the ballot petition regarding the DDA has submitted supplemental signatures to the Township Clerk, and the Township Clerk has verified that the petition has a sufficient number of signatures. The Township Clerk forwarded the petition to the Oakland County Elections Division. The Village Attorney and I intend to request a meeting with council to discuss this matter once we have sufficient information as to the status of the petition.

ORDINANCE RECODIFICATION

The legal review of the village code continues, and we will provide further updates as soon as additional information becomes available.

WEB SITE REDESIGN

I received a link to the final web site today, and am disappointed with the inordinate amount of time it has taken for CivicPlus to complete the redesign. I will be working with staff to migrate information from the old site to the new and begin the task of reorganizing menus for ease in public access and use. Our revised target date for the web site to be operational and available to the public is August 1.

PURCHASE ORDER SYSTEM

Finance Director Stout and I have been working to make necessary reconfigurations to the purchase order system to operationalize the module for the new fiscal year that started on July 1. The PO system will greatly enhance our ability to manage the budget and monitor compliance with our new purchasing ordinance in real time. I want to express my appreciation to Director Stout and her department team for their hard work on getting the PO system up and running again after more than five years of lack of utilization.

COMPREHENSIVE FINANCIAL MANAGEMENT POLICY

I have asked Finance Director Stout to draft a comprehensive financial management policy for the village that would consolidate any old policies and address all of our financial processes, including investment activity, budget management, capital improvement planning, fund reserves, accounting, financial reporting, auditing, debt, and other related practices. Administration will present the draft policy to council for review and consideration for approval once it is in final form.

IMPORTANT DATES

- July 12 – ONTV board meeting
- July 12 – Lake Orion Live! Music Series – 6:30 – 8:00 PM – Children’s Park Gazebo
- July 17 – Planning Commission regular meeting
- July 18 – DDA Board of Directors regular meeting
- July 19 – Lake Orion Live! Music Series – 6:30 – 8:30 PM – Children’s Park Gazebo
- July 20 – Orion Township Public Library Board of Trustees regular meeting
- July 20 – Board of Zoning Appeals regular meeting – CANCELLED
- July 24 – Village Council regular meeting