



Memorandum

Office of the Village Manager

TO: Honorable President Narsh and Village Council
FROM: Darwin D. P. McClary, Village Manager
DATE: May 8, 2023

RE: **VILLAGE MANAGER'S REPORT**

ORION VILLAS DEVELOPMENT PROJECT

Staff has completed preliminary site plan review for Orion Villas, an eight-unit townhouse development proposed for the east border of the village with the township at the roundabout intersection of East Flint/Miller/Orion roads. Half of the development is in the village and half in the township. The township has agreed to apply the village's zoning regulations for this development. We value and appreciate the collaboration and cooperation between our two communities on this project.

BELLEVUE WATER MAIN DWSRF ELIGIBILITY ISSUE

I was notified this past week that the village never obtained a state permit for the addition and installation of 1,155 linear feet of water main on Bellevue Avenue from 384 Bellevue to Heights Road as part of the Phase I and Phase II water main upgrade project in 2021. EGLE is in the process of issuing a violation notice to the village, and it is possible that the cost of this portion of the water main project will not be eligible for reimbursement under the DWSRF loan. If this is the case, the village's Water and Sewer Fund would be responsible for covering the approximate \$188,000 cost. Fund reserves are available to cover the cost if necessary. Public Works Director Sanchez and I have notified the Project Engineers, Hubbell, Roth and Clark (HRC), regarding this issue, and the firm is being very cooperative and helpful in preparing and submitting all necessary documents to resolve the matter. Our current engineering firm, Nowak & Fraus, is also being updated regularly on the status of this issue. EGLE is working closely with us and has been supportive of our efforts to achieve resolution. I am hopeful that we can submit all necessary documentation, obtain a post-project permit, and obtain approval from EGLE to allow this portion of the project to be eligible for reimbursement under the loan. I will keep council apprised of our progress on this matter.

FY 2023-24 BUDGET PREPARATION

Council has conducted three budget work sessions to date covering General Fund, Public Works Fund, Major Streets Fund, Local Streets Fund, Police Fund, Cemetery Perpetual Care Fund, Water

and Sewer Fund, trust and agency funds, and DDA funds. The DDA budget workshop could not go forward due to lack of a quorum, so the budget as proposed by the Village Manager remains unchanged. The final proposed budget was made available for public inspection at the village offices and on our web site on May 1. The budget public hearing and consideration for adoption will be held on May 8. Council will continue to work on the Capital Improvement Plan, comprehensive fee schedule, and water and sewer rates during the months of May and June for consideration for adoption no later than June 26.

WEB SITE REDESIGN PROJECT UPDATE

CivicPlus has completed the new web site design template, and staff will be working with the company over the next few weeks to complete the migration of existing web site data to the new site and the set up of menu structures and individual pages. The revised target date for going live with the new web site is late May.

REVIEW OF COUNCIL MEMBER LAMB'S DDA PRESENTATION INFORMATION

At council's March 27 regular meeting, council directed me to review Council Member Lamb's presentation on the financial impact of the DDA on the village's budget. I am in the process of reviewing the information. I will present my response at council's May 22 meeting.

PARKING METER INSTALLATION COST

Pursuant to the request from council, Public Works Director Sanchez is working to obtain price quotes from at least two companies for the installation of paid parking systems in downtown. Once we have price quotes, the information will be presented to council for consideration.

NORTH SHORE DRAINAGE IMPROVEMENT PROJECT

At your April 10 meeting, council opted to authorize administration to continue work on the North Shore drainage problem. Engineer Thurber will continue her review of possible options for drainage improvements and preparation of preliminary design plans and probable estimates of cost. I continue to be concerned that Council did not indicate how the cost of this engineering work, or any resulting improvement project, will be funded.

FY 2024 CONGRESSIONAL COMMUNITY PROJECTS FUNDING PROGRAM

As council is aware, I applied for grant funding under the FY 2024 Congressional Community Projects Funding Program through Congresswoman McClain's office to assist in funding the \$7.3 million Sanitary Sewer Pump Stations Improvement Project. I was made aware of the funding opportunity through an email communication from the Southeast Michigan Council of Governments (SEMCOG) just a week before applications were due, prompting the need for quick action by my office and the village council. Originally, the grant application requested \$3.5 million. However, after further discussions with Congresswoman McClain's office, I increased

the request to more than \$5.8 million. In addition to the resolution of support for the project from village council, we received outstanding letters of support from the Lake Orion Downtown Development Authority, Lake Orion Lake Association, Clinton River Watershed Council, and SEMCOG. We have received notification that Congresswoman McClain has recommended funding for our project to the US House Appropriations Committee. We are waiting for final funding approval. If the village receives the funding, the Water and Sewer Fund share of the project cost would be approximately \$1.5 million, substantially reducing the amount needing to be raised through sewer system meter charge increases.

INITIATORY PETITION SUBMITTED

A resident has submitted petition language to the Village Clerk for approval as to form that, if approved and sufficient signatures obtained and certified, would submit to village electors a ballot question as to whether a new ordinance should be adopted that repeals an existing ordinance extending the DDA tax increment financing plan and ceases the DDA's capture of taxes within the DDA district. The Village Attorney and Village Clerk reviewed the petition and found several issues that would preclude approval. The clerk sent a letter to the petitioner informing him of the issues. However, the Village Attorney also opined that it is the responsibility of the Township Clerk under state election law to review and act upon petitions for election ballot language, not the Village Clerk. Therefore, the Village Clerk will forward any such future petitions on to the Township Clerk when received. No revised petition was submitted to the Village Clerk's or Township Clerk's offices by the May 2 deadline for placement on the August election ballot.

ORDINANCE RECODIFICATION UPDATE

The Village Attorney and ordinance committee member Luchsinger met with Municode on April 26 to review the firm's legal analysis of the village's code.

POLICE CHIEF POSITION

As council is aware, Police Chief Rossman has announced his retirement effective on May 1, 2023. I am working on a job description for the position (previous job description was adopted in 1977) and a proposed salary range for presentation to council at your May 24 meeting. I will then commence the recruitment process. Council approved my appointment of Police Lieutenant Todd Stanfield as Interim Chief of Police during your special meeting held on April 28.

SIDEWALK TRIP HAZARD INVENTORY

The Public Works Department has completed its sidewalk trip hazard inventory and has uploaded the data to the village's GIS system. This data will be used to assist in the formulation of a comprehensive sidewalk capital improvement program.

COLLECTIVE BARGAINING UPDATE

I am meeting with POAM this week for our second collective bargaining session. I am waiting for confirmation of possible meeting dates with AFSCME but expect bargaining with the unit to begin shortly.

IMPORTANT DATES

- May 10, 2023 – ONTV Board meeting
- May 16, 2023 – DDA Board of Directors regular meeting
- May 18, 2023 – Orion Public Library Board of Trustees regular meeting
- May 18, 2023 – Board of Zoning Appeals meeting – CANCELLED
- May 19 – 21, 2023 – Orion Art Center/DDA Art & Flower Fair
- May 22, 2023 – Village Council regular meeting
- May 23, 2023 – Parks and Recreation Advisory Committee regular meeting
- May 29, 2023 – Memorial Day holiday – VILLAGE OFFICES CLOSED