



Memorandum

Office of the Village Manager

TO: Honorable President Narsh and Village Council
FROM: Darwin D. P. McClary, Village Manager
DATE: December 9, 2022

RE: **VILLAGE MANAGER'S REPORT**

DDA BOARD MEETING SCHEDULE CHANGE

The Lake Orion Downtown Development Authority Board has moved its regular meetings from the second Tuesday of each month to the third Tuesday of each month at 6:30 PM.

AMERICAN RESCUE PLAN ACT FUNDING

The village has received more than \$333,000 in ARPA funding as part of the federal government COVID recovery assistance efforts. While the eligible uses of the funds were originally restricted to very limited options, such as water and sewer infrastructure, broadband development, recovery assistance to local businesses, stipends to essential workers, or reimbursement to the village for lost revenue or expenses related to the pandemic, the rules have changed. The village can now use the funds for almost any normal expense of the village with only a few exceptions (debt reduction, pension funding, or property tax reduction).

Village Manager Young originally allocated the funds to water and sewer improvements, most likely due to the original restrictions. However, I recommend that council engage the public over the next few months in determining whether the funds should be used for other purposes. The next annual report is due April 30, and we should decide by that time the project(s) we wish to allocate the funds to. The funds must be obligated by December 31, 2024, and must be expended by December 31, 2026.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM YEAR 2023 APPLICATION

Administration is recommending that council allocate the village's PY 2023 Community Development Block Grant funding (\$9,004) to HAVEN's domestic violence and abuse services and the Oakland County Minor Home Repair Program. Council took similar action in 2022. The village has several years of funding that has not yet been expended (2017-2021), most allocated for the Meeks Park Pedestrian Bridge Replacement Project and code enforcement activities within the CDBG-eligible area of the community. Normally, the county would revoke and reallocate funds that have not been expended within three years but has allowed the village to carrier those funds

over. We will be expending more than \$30,000 of the funds in 2023 for the Meeks Park bridge if council awards the construction contract as recommended.

Attached is a copy of the map depicting the CDBG-eligible area of the village.

FY 2023-24 BUDGET PREPARATION

I have prepared the FY 2023-24 Budget Preparation Calendar for council's consideration for adoption at Monday's meeting. In future years, we will move the budget calendar adoption back to November to allow additional discussion and consideration of water and sewer rates and capital improvement project (CIP) implementation planning.

DEVELOPMENT MEETING

On Thursday evening, I met with a developer seeking a reduction in the parking requirements for a proposed four-story mixed-use building. I advised the developer that he could (1) gather and present data to the planning commission clearly indicating why the village's current standards are not reasonable and request the commission to propose zoning text amendments; (2) work with adjacent property owners to seek a shared parking agreement to meet parking requirements in accordance with village ordinances; or (3) seek a variance from the Board of Zoning Appeals. I expressed administration's willingness to assist the developer in any way we can in accordance with village policy.

STARBOARD PUD DEVELOPMENT ADMINISTRATIVE MEETING

I will be meeting with the village planners and developer on December 20 to review revised plans for the Starboard PUD development project.

MEETING CANCELLATIONS

The Planning Commission and Board of Zoning Appeals meetings have been cancelled this month due to a lack of agenda items.

HOLIDAY OFFICE CLOSING

Former Interim Village Manager O'Neal had agreed to allow staff to take off the Wednesday between Christmas and New Year's holidays, effectively closing village hall during the week of December 26. Employees will be required to use their available leave time for Wednesday, December 28, since it is not a recognized holiday. We will post notices on the village hall doors and on the village web site to inform the public of the office closure.

COUNCIL/MANAGER INDIVIDUAL MEETINGS

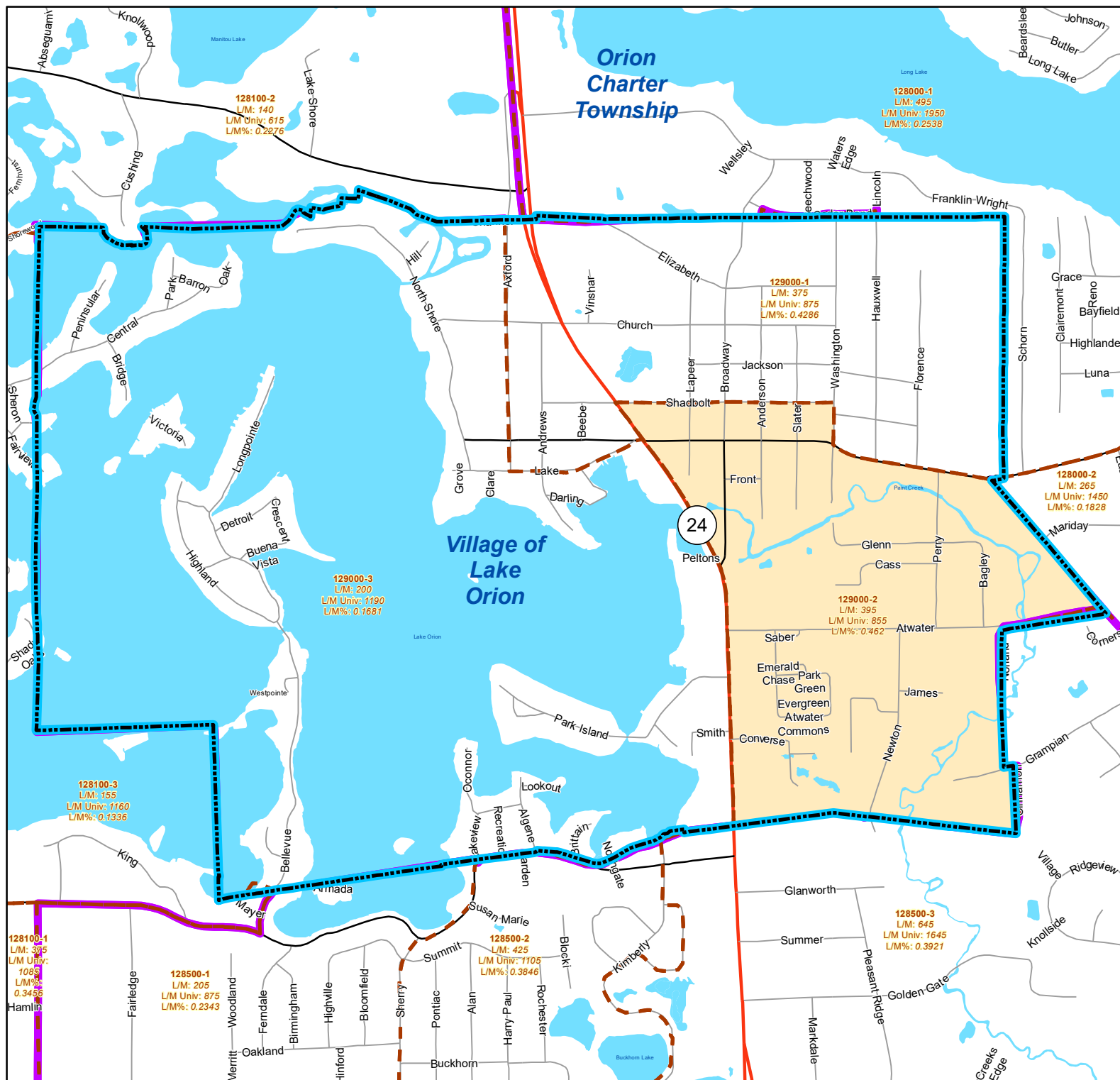
I have reached out to council members by email to invite you to set up regular monthly individual meetings with me. These meetings provide an opportunity for us to share information and for council members to share with me their concerns, questions, and insights regarding village operations. If you have not already responded to the invitation, please do so. I welcome the opportunity to connect with each of you.

MANAGEMENT TEAM MEETINGS

I have rearranged administration's staff meetings so that they are now held on the day after regular council meetings. This schedule allows my staff and me to discuss important items from the previous evening's council meeting and to be able to follow up timely on any items that require administrative action

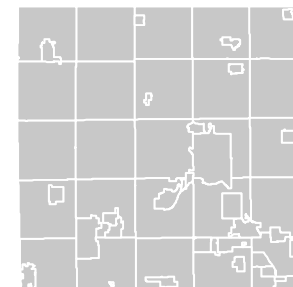
IMPORTANT DATES

- **November 17 – December 24, 2022** – DDA Hometown Holidays Carriage Rides (Saturdays)
- **November 26 – December 31, 2022** – DDA Hometown Holidays Shopping Passport
- **November 18 – December 22, 2022** - Orion Art Center Holiday Market
- **December 26, 2022 – January 2, 2023** – Village offices closed for the Christmas and New Year holidays
- **January 9, 2023** – Village Council regular meeting



**OAKLAND COUNTY
COMMUNITY & HOME IMPROVEMENT**

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Area-Wide Benefit Map
Village of Lake Orion

- County Border
- Community Boundary (Highlighted)
- Community Boundary (Adjacent)
- Census Tract 2010
- Eligible Area-Wide Benefit Block Groups
- Non-Eligible Block Groups
- Interstate
- US
- State
- Major
- Minor
- Railroad
- Waterbodies



1 in = 0.2 miles

This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).

Map Created On: 9/1/2020