



Memorandum

Office of the Village Manager

TO: Honorable President Narsh and Village Council
FROM: Darwin D. P. McClary, Village Manager
DATE: November 13, 2023

RE: **VILLAGE MANAGER'S REPORT**

POLICE CHIEF APPOINTMENT

The Police Chief Contract Assistance Committee met on November 1 to review and discuss an acceptable contract proposal and provided recommendations to my office. I met with Chief Stanfield on November 6 to present the committee's recommendations. Chief Stanfield is reviewing the contract proposal. He is on vacation this week, but we plan to meet again early next week to discuss the contract further.

POLICE DEPARTMENT STAFFING

Police Officer Erin Loomis has submitted her resignation effective November 19 to accept a position with the City of Sterling Heights. Chief Stanfield is working diligently to recruit and fill the full-time and part-time positions.

2023 VILLAGE SPECIAL ELECTION UNOFFICIAL RESULTS

The ballot proposal on the November 7 election ballot for the adoption of an ordinance that would cease the capture of taxes by the DDA failed. The unofficial results of the 2023 Village special election can be found at this link:

<https://results.enr.clarityelections.com/MI/Oakland/118469/web.317647/#/detail/63>.

FEE SCHEDULE WORK SESSION

The village council will hold a work session on the village comprehensive fee schedule on Monday, November 20 at 6:00 PM.

METERED DOWNTOWN PARKING

Due to the absence of two council members at the November 13 meeting, this item has been tentatively moved to the November 27 or December 11 meeting.

MOBILE FOOD ESTABLISHMENTS ORDINANCE REVIEW

Due to the absence of two council members at the November 13 meeting, this item has been tentatively moved to the November 27 meeting.

SANITARY SEWER PUMP STATIONS IMPROVEMENT PROJECT

DPW Director Sanchez, Village Engineer Thurber, and I will be meeting with OCWRC on November 16 to review the final project plans for the pump station improvement project, discuss WRC's revised cost estimates, and to further discuss funding methods.

PARK AVENUE RETAINING WALL REPLACEMENT PROJECT

Administration is working to set up a meeting with affected property owners for the evening of November 28 or 29 to review the retaining wall scope of work and estimated costs and to negotiate a cost sharing agreement.

VILLAGE HALL LOBBY FLOORING REPLACEMENT

The contractor expects to be able to complete the village hall lobby flooring replacement before December 1 depending on the availability of materials. This will be a several day project, but we are working with the contractor to try to schedule the work to minimize disruption of village hall operations.

CAPITAL IMPROVEMENT PLAN SUBMISSIONS DUE

Just a friendly reminder that council members need to submit your capital improvement project suggestions by November 30. Your submissions should include a description of the project, proposed year for completion, cost estimate, source(s) of funding, and priority level (high, medium, low). These will be compiled into the draft CIP for review and discussion by council in January.

NEW VILLAGE WEB SITE

We continue to add content to the village's new web site. I encourage council members and the public to visit the web site at www.lakeorion.org often as a first stop for important or useful information on the village government.

IMPORTANT DATES

- November 16, 2023 – Orion Library Board of Trustees regular meeting – 6:30 PM
- November 16, 2023 – Board of Zoning Appeals regular meeting – CANCELLED
- November 16, 2023 – DDA Sing-and-Stroll Tree Lighting – Children's Park – 5:00-7:00 PM
- November 17-December 31, 2023 – DDA Hometown Holidays Shopping Passport

- November 20, 2023 – Village Council special meeting – 6:30 PM
- November 21, 2023 – DDA Board of Directors regular meeting – 6:30 PM
- November 25, 2023 – DDA Shop Small Saturday – 10:00 AM-2:00 PM
- November 27, 2023 – Last day of yard waste/compost collection
- November 27, 2023 – Village Council regular meeting – 7:30 PM
- December 2, 2023 – Orion Area Lighted Parade