



# Memorandum

Office of the Village Manager

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

**RE:** **VILLAGE MANAGER'S REPORT**

## **FY 2023-24 BUDGET PREPARATION**

At your March 27 regular meeting, council will be asked to schedule budget work sessions during the period of April 11-18 to review the proposed budget.

## **ORDINANCE RECODIFICATION UPDATE**

The legal review of the village's ordinances by Municode should be received shortly. A conference call meeting has been scheduled for April 26 to discuss with CivicPlus/Municode the legal review so that final work on the ordinance recodification and publication can be completed.

## **WEB SITE REDESIGN PROJECT**

I am meeting with CivicPlus on March 16 to receive an update on the web site design and will provide an update to council on the status of the new web site after that meeting.

## **WEST VILLAGE 55 LLC TAX ABATEMENT**

The village has received notification from the Michigan State Tax Commission that the Commercial Rehabilitation tax abatement for West Village 55 LLC (former Ehman Center, 55 W. Elizabeth Street) has been approved and a tax exemption certificate issued. The tax abatement is effective for the period of December 31, 2023, through December 30, 2033. The real property investment amount is \$6,177,343, and the frozen taxable value of the property related to the certificate is \$101,100. The certificate provides the authority for the assessor to exempt the commercial property but not the land on which the rehabilitated facility is located nor the personal property.

## **FINANCE DIRECTOR/TREASURER RECRUITMENT**

We received one application for the Finance Director/Treasurer position. My staff and I will be setting up an interview with the applicant shortly.

## **PARK AVENUE RETAINING WALL REPAIR PROJECT**

Village Engineer Thurber is still working on the final design plans and cost estimates for the Park Avenue retaining wall project. I am hoping to be able to present the information at council's March 27 regular meeting.

## **VILLAGE/TOWNSHIP PLANNING, ZONING, AND BUILDING COORDINATION**

Planning and Zoning Coordinator Gage Belko and I met with Township Building Official Dave Goodloe on March 7 to discuss how we can better coordinate planning, zoning, and building permit reviews to reduce turnaround time for applicants and more efficiently coordinate and share workflows and information. We discussed integrating the village's planning and zoning reviews with the building permit reviews utilizing the township's BS&A building permits software module. The building department would initially receive all residential planning, zoning, and building permit applications in the township's BS&A system and then notify us of the receipt so that the village can perform its planning and zoning reviews. No building permits would be issued without the village's zoning approval. Commercial projects would be initially received by the village for review (e.g., site plan, zoning compliance, planning commission review and approval). The village and township will have our respective attorneys review the proposed process to determine if any conflicts exist prior to implementation. The Township has also offered to allow the village to utilize its BS&A software to process and track the zoning compliance reviews and approvals. We are hoping to complete this integration by July 1.

## **NOXIOUS WEEDS ABATEMENT NOTICE**

The annual notice for the abatement of noxious weeds has been posted by the Village Clerk at village hall and will be published in the March 15 edition of the Lake Orion Review.

## **GLWA WATER AND SEWER RATE INCREASES**

GLWA has issued notice that the FY 2024 Suburban Wholesale Sewer Service Charges will be increasing an average of 2.75% over the previous year. GLWA's wholesale water rates will also be increasing by 2.75%. The rate increases take effect on July 1, 2023.

## **WATER AND SEWER RATES COMMITTEE**

The committee met on March 8 and requested additional background information to be able to continue its discussions.

## **TENTATIVELY SCHEDULED COUNCIL MEETING AGENDA ITEMS**

Attached please find a list of items tentatively scheduled to come before council during the next month (this is a list of items tentatively scheduled to date and will change).

## **IMPORTANT DATES**

- March 16, 2023 – Board of Zoning Appeals meeting – CANCELLED
- March 16, 2023 – Orion Public Library Board of Trustees meeting
- March 21, 2023 – DDA Board of Directors meeting
- March 27, 2023 – Village Council regular meeting
- March 28 2023 – Parks and Recreation Advisory Committee meeting