



# AGENDA

## REGULAR MEETING OF THE VILLAGE COUNCIL

Monday, February 24, 2025

7:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

**ADDRESSING THE VILLAGE COUNCIL:** Each person wishing to address the village council shall be afforded an opportunity to do so. If you wish to comment, please stand or raise a hand to indicate that you wish to speak. When recognized, give your name and address and direct your comments to the Chair.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call and Determination of Quorum**
4. **Presentations**
5. **Call to the Public**
6. **Approval of Agenda**

By order of the President/Chair, no matters will be discussed after 10:30 p.m., unless council/board/commission votes to continue the meeting.

### 7. **Consent Agenda**

All items on the Consent Agenda are approved by one vote.

- A. Approval of Village Council Regular Meeting Minutes of January 27, 2025
- B. Approval of Village Council Regular meeting minutes of February 10, 2025.
- C. Approval of Special Event – Children’s Easter Egg Hunt
- D. Receive and File of DDA Regular Meeting Minutes of January 21, 2025
- E. Receive and File DDA Special Meeting Minutes of February 3, 2025
- F. Receive and File of Invoice Distribution Report for February 25, 2025

**8. Items Removed from the Consent Agenda**

**9. Public Hearings**

**10. Other Items**

A. Sidewalk Improvement Program District #1 – Acceptance of Cost Estimates

**11. Call to the Public**

**12. Council Comments**

**13. Village Manager Comments**

**14. Closed Session Items**

**15. Business From Closed Session**

**16. Adjournment**

*In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the Village, at least three (3) business days in advance of the meeting, if requesting accommodations. The Village of Lake Orion will provide foreign language or hearing impaired interpretation services for those individuals who contact the village to request such services at least seven (7) days prior to the meeting.*

*En el espíritu de la observancia de la Ley de Estadounidenses con Discapacidades, las personas con discapacidad debe sentirse libre para ponerse en contacto con el pueblo, por lo menos tres (3) días hábiles de antelación a la fecha de la reunión, si se solicitan alojamiento. El municipio de Lake Orion proporcionará idioma extranjero o personas con problemas de audición servicios de interpretación para las personas que se ponen en contacto con el pueblo de solicitar dichos servicios con no menos de siete (7) días antes de la reunión.*



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** February 24, 2025

**TOPIC:** Approval of Village Council Regular Meeting Minutes of January 27, 2025

**RECOMMENDED MOTION:** To approve the January 27, 2025 Village Council Regular Meeting Minutes, as presented.



# MINUTES

## REGULAR MEETING OF THE VILLAGE COUNCIL

Monday, January 27, 2025

7:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

### 1. Call to Order

The January 27, 2025 Village Council Regular Meeting was called to order at 7:30 PM by President Rutt.

### 2. Pledge of Allegiance

### 3. Roll Call and Determination of Quorum

#### PRESENT

President Teresa Rutt

President Pro Tem Stan Ford

Council member Carl Cyrowski

Council member Michael Lamb

Council member George Dandalides

Council member Alex Comparoni Jr

#### ABSENT

Council member Nancy Moshier

#### STAFF PRESENT

Village Manager Darwin McClary

Police Chief Mark Amundson

DPW Director Wes Sanchez

DDA Executive Director Matthew Gibb

Deputy Clerk/Treasurer Lynsey Blough

Village Planning and Zoning Coordinators Gage Belko and Noah Bussell

**MOTION** made by Council member Comparoni Jr, Seconded by Council member Lamb, to excuse Council member Moshier from January 27, 2025 Village Council Regular Meeting.

- VOTING YEAS:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr
- VOTING NAYS:** None
- ABSENT:** Moshier
- MOTION:** Carried

**4. Presentations**

None.

**5. Call to the Public**

Donald Kindred expressed his gratitude to those who supported him during the loss and recovery of his emotional support animal. He also addressed concerns regarding the hiring of reserve police officers, as well as issues related to water and sewage services.

**6. Approval of Agenda**

**MOTION** made by Council member Cyrowski, Seconded by Council member Dandalides, to approve the January 27, 2025, Village Council Regular Meeting Agenda, as presented.

- VOTING YEAS:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr
- VOTING NAYS:** None
- ABSENT:** Moshier
- MOTION:** Carried

**7. Consent Agenda**

All items on the Consent Agenda are approved by one vote.

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford, to approve the Consent Agenda and to remove Item E. Approval of Village Council Special Meeting Minutes of January 15, 2025 for further discussion.

- VOTING YEAS:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr
- VOTING NAYS:** None
- ABSENT:** Moshier
- MOTION:** Carried

**A. Receive and file the correspondence from Council Members Michael Lamb and Nancy Moshier dated December 9, 2025, regarding a request for a special meeting of the Village Council to discuss enforcement of Charter provisions relating to the payment of bills.**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford, to receive and file the correspondence from Council Members Michael Lamb and Nancy Moshier dated December 9, 2025, regarding a request for a special meeting of the Village Council to discuss enforcement of Charter provisions relating to the payment of bills.

- VOTING YEAS:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr

**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**B. Approval of Village Council Special Meeting Minutes of January 8, 2025**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford, to approve the January 8, 2025 Village Council Special Meeting Minutes, as presented.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**C. Approval of Village Council Special Meeting Minutes of January 9, 2025**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford, to approve the January 9, 2025 Village Council Special Meeting Minutes, as presented.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**D. Approval of Village Council Regular Meeting Minutes of January 13, 2025**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford, to approve the January 13, 2025 Village Council Regular Meeting Minutes, as presented.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**E. Approval of Village Council Special Meeting Minutes of January 15, 2025**

Removed for further discussion.

**F. Approval of Village Council Special Meeting Minutes of January 16, 2025**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford, to approve the January 16, 2025 Village Council Special Meeting Minutes, as presented.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**G. Receive and File of Planning Commission Regular Meeting Minutes of December 2, 2024**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford, to receive and file of Planning Commission Regular Meeting Minutes of December 2, 2024, as presented.

- VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Moshier
- MOTION:** Carried

**H. Receive and file Invoice Distribution Report - December 18, 2024**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford, to receive and file the Invoice Distribution Report in the amount of \$149,681.79 of which \$10,754.88 are DDA bills for a net total of \$138,926.91, which were approved for payment on December 18, 2024 based off of approval from Council at the October 14, 2024 meeting to approve and pay the necessary bills during the holidays to avoid late fees.

- VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Moshier
- MOTION:** Carried

**I. Receive and file Invoice Distribution Report - January 27, 2025**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford, to receive and file the January 27, 2025 bills in the amount of \$258,945.74 of which \$88,500.61 are DDA bills for a net total of \$170,445.13.

- VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Moshier
- MOTION:** Carried

**J. Approval of Budget Amendment BA-2025-207-05 to provide supplemental appropriations for Police Academy training in the Police Fund**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford, to approve budget amendment BA-2025-207-05 to provide the necessary supplemental appropriations for Police Academy training for two reserve police officers by increasing revenues from grant funding by \$40,000 and increasing expenditures by \$40,000 to appropriate revenue and expenditure accounts of the Police Fund.

- VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Moshier
- MOTION:** Carried

**K. Creation of CPE Training Fund Accounts (Expenditure / Revenue)**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford, to approve the creation of the revenue and expenditure accounts to manage the CPE Funds:

**207-000-565-000 – CPE LAW ENFORCEMENT (REVENUE)  
207-301-957-002 – CPE TRAINING (EXPENDITURE)**

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**L. Approval of Special Event – Ice Fest**

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford, to adopt Resolution 2025-002, which approves the Ice Fest event application and the License Agreement between the Village of Lake Orion and the Village of Lake Orion Downtown Development Authority for the use of Village sidewalks. The event is scheduled for February 1, 2025. DDA will reimburse the Village for actual DPW cost associated with setup. Furthermore, to authorize the Village Council President and Village Clerk to execute the document on behalf of the Village.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**8. Items Removed from the Consent Agenda**

**E. Approval of Village Council Special Meeting Minutes of January 15, 2025**

**MOTION** made by President Rutt, Seconded by Council member Comparoni Jr, to approve the January 15, 2025 Village Council Special Meeting Minutes, as presented.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**9. Public Hearings**

None.

**10. Other Items**

**A. Planning Commission 2024 Annual Report and 2025 Work Plan**

**MOTION** made by President Rutt, Seconded by Council member Comparoni Jr, to receive and file the Planning Commission 2024 Annual Report and 2025 Work Plan.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**B. Tax-Exempt Parcel and Right of Way Inventory and Mapping – Status Report**

**MOTION** made by Council member Lamb, Seconded by Council member Comparoni Jr, to approve the documents received by McKenna and to authorize McKenna’s proceeding with Phase III of the project under the scope of services provided at the amount of \$15,700.

- VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Moshier
- MOTION:** Carried

**C. Referral of Draft FY 2024-2030 Capital Improvement Plan to Planning Commission for Review and Comment**

**MOTION** made by President Rutt, Seconded by Council member Lamb, to refer the draft FY 2024-2030 Capital Improvement Plan to the Planning Commission for review and comment at its February 3, 2025, Regular Meeting and to schedule the plan for consideration for adoption at the Village Council’s February 10, 2025, Regular Meeting.

- VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Moshier
- MOTION:** Carried

**D. Sidewalk Improvement Program**

**MOTION #1** made by Council member Cyrowski, Seconded by President Pro Tem Ford, to adopt the Village of Lake Orion Sidewalk Improvement Program Policy which includes changing the title of the section identifying areas without sidewalks from “Sidewalk Gaps List” to “Sidewalk Connections List”, and to authorize Village Administration to begin work on the preparation of the FY 2025-26 sidewalk improvement project and special assessment processes, as outlined in the Village Manager’s project schedule.

- VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Moshier
- MOTION:** Carried

**MOTION #2** made by Council member Cyrowski, Seconded by President Rutt, to adopt the resolution setting a needs public hearing on proposed sidewalk improvements to the Village of Lake Orion Sidewalk Improvement Program District #1 and directing the Village Clerk to publish and mail a notice of the same to affected real property owners.

- VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Moshier
- MOTION:** Carried

**E. Approval of the Lexipol Police One Academy Master Service Agreement**

**MOTION** made by President Pro Tem Ford, Seconded by Council member Comparoni Jr, to approve the Master Service Agreement between the Lake Orion Police Department and Lexipol, LLC, of Frisco, Texas, for PoliceOne Academy training services in the amount of \$1529.20 for the first year and authorize the Village Manager to execute the agreement and all other related documents on behalf of the Village.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**F. Establish 2025 Ad Hoc DDA Public Infrastructure Fund Committee**

**MOTION #1** made by Council member Lamb, Seconded by Council member Dandalides, to establish an ad hoc 2025 DDA Public Infrastructure Fund Committee to review proposed projects and available funding and to recommend to the Village Council and DDA Board of Directors projects for funding for FY 2025-26 through FY 2030-31 for including in the Village Capital Improvement Plan and FY 2025-26 Budget, with said Committee to comprise the Village Manager, DDA Executive Director, three (3) members of the Village Council selected by the Council and three (3) members of the DDA Board of Directors selected by the Board, and with the Committee to complete its work and disband on or before March 6, 2025.

**MOTION #1** made by Council member Lamb, Seconded by Council member Dandalides, to *amend* the previous motion to reflect the date on or before March 31, 2025.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**MOTION #2:** made by Council member Lamb, Seconded by Council member Comparoni, to appoint the following three (3) Village Council members to serve on the ad hoc 2025 DDA Public Infrastructure Fund Committee: President Pro Tem Ford, Council member Dandalides and Council member Lamb.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**G. Adoption of FY 2025-26 Budget Preparation Calendar**

**MOTION** made by President Rutt, Seconded by Council member Lamb, to adopt the FY 2025-26 budget preparation calendar, as presented.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**H. Appointment of Acting Village Manager**

**MOTION** made by Council member Lamb, Seconded by Council member Cyrowski, to approve, pursuant to Section 3.7 of the Village Charter, the Village Manager's designation of Police Chief Mark Amundson as Acting Village Manager during the Village Manager's temporary absence from the village due to vacation for the period of Friday, February 14, 2025, at 12:01 AM to Monday, February 24, 2025, at 11:59 PM and to approve an increase in hourly pay of \$3.8527 for 56 hours for serving as Acting Village Manager during such period.

**MOTION** made by Council member Lamb, Seconded by Council member Cyrowski, to *amend* the previous motion to reflect the hourly pay of \$3.86.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Moshier  
**MOTION:** Carried

**11. Call to the Public**

DDA Executive Director Matthew Gibb suggested adding a section to the Village Council Meeting Agenda for DDA updates or Q&A to improve communication. He thanked the Council for approving Ice Fest and noted that the Ice Fest will be combined with the Rotary Club’s Ice Golf Challenge. He also mentioned the upcoming Duck Race event from the Friends of the Orion Township Library. He also highlighted the recent Downtown LO Down meeting and discussed public safety and event preparedness. Mr. Gibb provided updates on the Lumberyard project, which is seeking architectural proposals, and mentioned a potential Panda Express in public space. The DDA will present development plans to the Planning Commission in March. He also added that business training sessions occur on some Mondays, with LO Down meetings on the last Thursday of the month. The public is invited to these events and can get more information from the DDA website or DDA Assistant Director Janet Bloom.

Rosemary Ford asked for clarification on whether a property owner who wishes to subcontract their own work for the Sidewalk Improvement Program would still need to meet the specifications required by the Village.

**12. Council Comments**

President Pro Tem Ford discussed encroachment issues along the Paint Creek Trail and highlighted the Commission’s work on a connector bridge into Bald Mountain lands. He also praised the Village Administration for the Sidewalk Improvement Project, thanked the DDA for Volunteer Recognition Night, and acknowledged the work of all Police Officers, including reserves.

Council member Comparoni echoed gratitude to the Village Administration and Police Department. He emphasized that Village Council members are also residents affected by water bills and will work hard to ease costs. Mr. Comparoni emphasized his strong support for the Police Department, recognizing the importance of security and safety for the community. He also acknowledged the hard work of reserve officers, who are paid very little, and thanked Executive Director Matthew Gibb for keeping the Village Council informed with DDA updates.

Council member Lamb shared concerns about the DDA Lumberyard project and bond sale, which he believes are legally problematic. He plans to forward his complaint to the Department of Treasury and emphasized the importance of proper taxpayer fund use. Additionally, he’s hoping to secure external revenue to fund the Capital Improvement Plan (CIP) and expressed appreciation Council member Dandalides’ suggestions on the CIP work sessions.

Council member Dandalides thanked the Village Administration for posting draft minutes and commended Police Chief Amundson for his efforts to keep the Police Department up to date on training and CIP details from a safety perspective.

Council member Cyrowski proposed forming a committee to explore whether Lake Orion should become a city, based on feedback from the Village of Clarkston.

President Rutt responded, suggesting that Cyrowski’s proposal be submitted to Village Manager McClary for inclusion on the Consent Agenda for further consideration by the Village Council. She also reminded everyone about the timely submission of Special Event Applications and highlighted the valuable contribution of reserve officers.

**13. Village Manager Comments**

Village Manager McClary addressed Rosemary Ford’s questions about the Sidewalk Improvement Plan, explaining that if residents choose not to participate in the Village program and instead contract out the work, they must still adhere to the Village’s Engineering Design and Construction Standards. He also noted that residents would need to complete repairs by the deadline and apply for a sidewalk permit. Village Manager McClary provided updates on several projects, including the Sanitary Sewer Pump Stations Improvement Project, Goal Setting Work Sessions, the FY 2025-26 Budget Preparation, and the Sidewalks 2025 Webpage. He mentioned that he would be attending the 2025 Michigan Municipal Executives Winter Institute in Bay City for the rest of the week. He also reviewed important upcoming dates. The Village Manager’s report is also available on the Village of Lake Orion’s website.

Council member Lamb shared the reason why Council member Moshier is not able to attend the meeting is due to her 95-year old father who is sick in Florida.

**14. Closed Session Items**

**15. Business From Closed Session**

**16. Adjournment**

**MOTION** made by Council member Comparoni Jr, Seconded by Council member Cyrowski, to adjourn the January 27, 2025 Village Council Regular Meeting.

**VOTING YEA:** Rutt, Ford, Cyrowski, Lamb, Dandalides, Council member Comparoni Jr

**VOTING NAY:** None

**ABSENT:** Moshier

**MOTION:** Carried

The January 27, 2025 Village Council Regular Meeting adjourned at 9:18 PM.

\_\_\_\_\_  
Teresa Rutt  
President

\_\_\_\_\_  
Sonja Stout  
Village Clerk/Treasurer

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Lynsey Blough  
Deputy Clerk/Treasurer

Date Approved: as presented on February 10, 2025.



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** February 24, 2025

**TOPIC** Approval of Village Council Regular meeting minutes of February 10, 2025.

**RECOMMENDED MOTION:** To approve the February 10, 2025, Village Council regular meeting minutes as presented.



# MINUTES

## REGULAR MEETING OF THE VILLAGE COUNCIL

Monday, February 10, 2025

7:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

### 1. Call to Order

The February 10, 2025 Village Council Regular meeting was called to order at 7:30 PM by President Rutt.

### 2. Pledge of Allegiance

### 3. Roll Call and Determination of Quorum

#### PRESENT

President Teresa Rutt

President Pro Tem Stan Ford

Council member Carl Cyrowski

Council member Nancy Moshier

Council member Michael Lamb

Council member Alex Comparoni Jr

#### ABSENT

Council member George Dandalides

#### STAFF PRESENT

Village Manager Darwin McClary

Police Chief Mark Amundson

DPW Director Wes Sanchez

DDA Executive Director Matthew Gibb

Clerk/Treasurer Sonja Stout

**MOTION** made by President Rutt, Seconded by Council member Comparoni Jr to excuse Council Member Dandalides from February 10, 2025, Village Council Regular Meeting.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**4. Presentations**

None.

**5. Call to the Public**

None.

**6. Approval of Agenda**

**MOTION** made by Council member Cyrowski, Seconded by Council member Moshier to approve the agenda as presented.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**7. Consent Agenda**

All items on the Consent Agenda are approved by one vote.

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to approve the Consent agenda with the removal of item L. Receive and file Village of Lake Orion Sewage Disposal System Financial Report- FY 2024 Quarter 4 (October 1, 2023 to September 30, 2024) for further discussion.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**A. Budget Amendment- Sanitary Sewer Capital Improvement Fund (490) & Water and Sewer (592)**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to approve budget amendment BA-2025-490-01 in the amount of \$3,794,489 for the Sanitary Sewer Bond proceeds and associated issuance expenses, as presented by the administration.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**B. Budget Amendment- Local Streets (203)**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier  
Approve budget amendment BA-2025-203-002 for \$10,000, as presented by the administration  
**VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Dandalides  
**MOTION:** Carried

**C. Approve Budget Amendment BA-2025-101-721-02 – Supplemental Appropriation for Phase III Village Property Inventory & Mapping Project**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to approve Budget Amendment BA-2025-101-721-02 to provide a supplemental appropriation for the completion of the Phase III work associated with the Village Property Inventory and Mapping Project in accordance with McKenna’s proposal for professional services dated January 21, 2025.  
**VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Dandalides  
**MOTION:** Carried

**D. Receive and File Correspondence from Cory Johnston dated January 26, 2025, regarding Public Comment on Sidewalks Agenda Item 10.D.**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to receive and file the correspondence from Cory Johnston dated January 26, 2025, regarding public comment on sidewalks agenda item 10.D  
**VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Dandalides  
**MOTION:** Carried

**E. Receive and File January 2025 Police Department Activity Report**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to receive and file the January 2025 Police Department Activity Report.  
**VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Dandalides  
**MOTION:** Carried

**F. Receive and File Financial Statements- January 2025**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to receive and file the financial reports for January 2025.  
**VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr  
**VOTING NAY:** None  
**ABSENT:** Dandalides  
**MOTION:** Carried

**G. Receive and file Invoice Distribution Report for February 11, 2025**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to receive and file the Invoice Distribution Report in the amount of \$3,751,396.20 of which \$23,847.64 are DDA bills for a net total of \$3,727,548.56

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**H. Receive and File of Planning Commission Regular Meeting Minutes of January 6, 2025**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to receive and file the January 6, 2025 Planning Commission Regular Meeting Minutes, as presented.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**I. Receive and File DDA Special Meeting Minutes of December 2, 2024**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier To receive and file the December 2, 2024 Downtown Development Authority Board Special Meeting Minutes, as presented.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**J. Receive and File DDA Informational Meeting Minutes of December 17, 2024**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to receive and file the Receive and File DDA Informational Meeting Minutes of December 17, 2024, as presented.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**K. Receive and File DDA Regular Meeting Minutes of December 17, 2024**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to receive and file the DDA Regular Meeting Minutes of December 17, 2024, as presented.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**L. Receive and File Village of Lake Orion Sewage Disposal System Financial Report – FY 2024 Quarter 4 (October 1, 2023 to September 30, 2024)**

Removed for further discussion.

**M. Approve Disposal of DPW Vehicles and equipment**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier To approve the sale of the 2003 GMC utility truck, the 1997 GMC Dump Truck, the 2005 Scag Mower and the 2015 X-Mark Lawnmower at public auction using Govdeals.com.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**8. Items Removed from the Consent Agenda**

**L. Receive and File Village of Lake Orion Sewage Disposal System Financial Report – FY 2024 Quarter 4 (October 1, 2023 to September 30, 2024)**

A brief discussion ensued between Council Member Lamb and Village Manager McClary about the financials within the report.

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford to receive and file the Village of Lake Orion Sewage Disposal System FY 2024 4th Quarter Financial Report from the Oakland County Water Resources Commissioner for the period of October 1, 2023 to September 30, 2024.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**9. Public Hearings**

**A. Public Hearing on Need for 2025 Sidewalk Improvements – District #1**

*President Rutt opened the public hearing at 7:38 PM.*

Rosemary Ford supported the policy for sidewalk improvements.

Donald Kindred supported the policy for sidewalk improvements.

Brad Smiles asked about the process of the sidewalk improvements.

Harrison Ford asked how the policy would prevent future issues, recurring costs, and damages.

*President Rutt closed the public hearing at 7:43 PM.*

President Rutt addressed questions raised during the public hearing, as outlined in the Sidewalk Policy and the purpose of the hearing.

Village Manager McClary responded to inquiries from Brad Smiles and Harrison Ford.

Council Member Lamb asked about the timeline, and Village Manager McClary explained what to expect for the second notice and the next public hearing.

**MOTION** made by Council member Lamb, Seconded by Council member Comparoni Jr to find that the public convenience or necessity requires that the Sidewalk Improvement Program District #1 as proposed by the Department of Public Works shall be considered for improvement and direct the Village Manager to file with the Village Clerk an estimate in writing showing the number of square feet of sidewalk required to be built or rebuilt adjacent to each lot or parcel or parcels of land.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**10. Other Items**

**A. Adopt FY 2024-25 through FY 2029-30 Capital Improvement Plan**

**MOTION** made by Council member Lamb, Seconded by Council member Cyrowski to adopt the FY 2024-25 through FY 2029-30 Capital Improvement Plan as presented.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

Council Member Lamb, Pro Tem Ford, and Village Manager McClary briefly discussed that the Capital Improvement Plan (CIP) is a list of necessary items, though funding sources are not allocated until closer to the implementation years and may change over time. They noted that the CIP serves as a roadmap for addressing essential needs. Additionally, they addressed concerns previously expressed by Council Member Dandalides in an email.

**B. GOGov Permitting and Licensing Software**

Council Member Cyrowski referenced a phone call from Council Member Dandalides regarding a previous purchase in April 2024 and requested clarification on its relation to the current request. Village Manager McClary explained that the prior purchase was for a separate module and unrelated to this request.

President Rutt clarified the differences in the permitting process between the Village and Township, explaining that building permits are handled at the Township using a separate BSA Module, while the new program will help streamline processes for the Village.

Council Member Moshier asked if the two systems would be integrated, and Village Manager McClary explained they would not, as the Township uses a .NET module while the Village operates on a Cloud module. Council Member Lamb questioned how the new system would streamline the process given the Township’s different system and how it would reduce paperwork. A discussion followed between Council Member Lamb and Village Manager McClary on the new system’s functionality.

Council Member Comparoni, Jr. inquired about the impact on staffing and workflow, to which Village Manager McClary responded that it would help alleviate the heavy workload of the

Zoning and Planning Coordinator. Pro Tem Ford highlighted key points from the Coordinator’s letter included in the agenda packet.

Council Member Moshier also inquired about annual cost increases, and Village Manager McClary clarified that any increases would be due to normal inflationary adjustments.

**MOTION** made by President Rutt, Seconded by President Pro Tem Ford to approve Budget Amendment BA-2025-101-228-03 to provide a supplemental appropriation in the amount of \$6,240.00 for the GOGov permitting and licensing unlimited annual subscription service.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**MOTION** made by President Rutt, Seconded by Council member Lamb to approve the contract with GOGov, Inc., in the amount of \$6,240.00 in accordance with the firm’s proposal dated December 10, 2024, for the GOGov permitting and licensing software unlimited annual subscription service and authorize the Village Manager to execute all necessary documents on behalf of the Village relating to this contract.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**C. Appointments to Board of Ethics**

Council Member Lamb expressed concerns about the size of the Ethics Board and the current number of applicants. He also discussed potential strategies for advertising to attract more candidates.

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to authorize the Village Manager to continue to advertise for the Board of Ethics for two more months and that the Village Council would review the interview questions and bring this item back to an agenda for the approval of the candidate interview questions with a full Village Council board present.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

A discussion took place among President Rutt, Council Member Lamb, Council Member Moshier, Pro Tem Ford, and Village Manager McClary regarding the best approach to handling the number of candidates for the Board of Ethics. They considered whether to appoint or interview the current candidates or wait for additional applicants.

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to AMEND the previous motion to state: to authorize the Village Manager to continue to advertise for the Board of Ethics for two more months, approve the interview questions as presented, and also to schedule interviews with all available Board of Ethics candidates on March 24, 2025 at 6:30 PM.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

Rosemary Ford suggested calling Oakland County offices for any open availability to help with locating candidates.

Donald Kindred expressed confusion about the number of members required for the Board of Ethics.

Council Member Lamb and President Rutt read from the charter of the Board of Ethics requirements for clarification to the public.

**D. Request to Combine DDA Board of Directors with Planning Commission**

**MOTION** made by Council member Lamb, Seconded by Council member Moshier to accept the report and recommendation of the Village Manager to maintain separate DDA Board of Directors and Planning Commission as requested by the Village at its November 25, 2024, regular meeting.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

**E. Agreement for Downtown Seasonal Sidewalk and Parking Lot Snow Removal and Treatment**

**MOTION** made by Council member Lamb, Seconded by President Rutt to approve the Agreement for Seasonal Snow Removal and Treatment between the Village of Lake Orion and the Lake Orion Downtown Development Authority to permit the Department of Public Works to perform downtown sidewalk and parking lot snow and ice removal services on behalf of the DDA for the period of February 1, 2025, through June 30, 2025, in the lump sum amount of \$17,000.00; and to authorize the Village Manager to execute the agreement on behalf of the Village.

- VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr
- VOTING NAY:** None
- ABSENT:** Dandalides
- MOTION:** Carried

Donald Kindred spoke about social media and the confusion between the public about the current snow/salting policy.

Council Member Comparoni, Jr. and President Rutt commented that the revised snow/salting policy is available on the Village’s website and discussed the order of snow/salting removal.

**11. Call to the Public**

Donald Kindred spoke about social media.

Rosemary Ford gave thanks to the DPW for plowing the Village streets.

**12. Council Comments**

Council Member Cyrowski expressed enjoyment of the ice and winter festivities on the lake.

Council Member Lamb also enjoyed being on the lake in winter, thanked the Village Manager for creating a CIP and Public Policy, and questioned the DDA Executive Director's discussion of the PUD, noting it wasn't related to the DDA.

Council Member Moshier thanked DPW for their excellent work and shared her enjoyment of the winter activities on the lake.

Council Member Comparoni Jr. thanked President Rutt for her leadership during Village Council meetings, expressed optimism about cooperation between the DDA and the Village, and mentioned enjoying the winter activities.

Pro Tem Ford highlighted the Rotary Golf Challenge, the Stronger Together Oxford and Lake Orion DDA event, and also enjoyed the ice-related activities.

President Rutt reminded residents to contact the administration with sidewalk questions or concerns, discussed the pros and cons of cityhood, mentioned upcoming storms, and urged patience with DPW as they handle the snowstorms this week.

**13. Village Manager Comments**

Village Manager McClary discussed his upcoming absence and the appointment of an acting village manager for the week. He mentioned the goal-setting session for the Council, with a doodle poll to be sent out. He also noted the formation of the 2025 Ad Hoc Committee for the DDA, with members to be assigned at the upcoming DDA meeting. McClary shared the results of the mold testing at the DDA office and provided an update on the financial management and personnel policies he has created. He also highlighted important upcoming dates.

**14. Closed Session Items**

**15. Business From Closed Session**

**16. Adjournment**

**MOTION** made by Council member Cyrowski, Seconded by Council member Lamb to adjourn the February 10, 2025 Village Council Regular Meeting.

**VOTING YEA:** Rutt, Ford, Cyrowski, Moshier, Lamb, Comparoni Jr

**VOTING NAY:** None

**ABSENT:** Dandalides

**MOTION:** Carried

The February 10, 2025, Village Council Regular Meeting adjourned at 9:09 PM.

\_\_\_\_\_  
Teresa Rutt  
President

\_\_\_\_\_  
Sonja Stout  
Village Clerk/Treasurer

Date Approved: as presented on February 24, 2025.



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** February 24, 2025

**TOPIC:** Approval of Special Event – Children’s Easter Egg Hunt

**BACKGROUND BRIEF:**

The Children’s Easter Egg Hunt, submitted by Robert Gritzinger on behalf of the Sons of the American Legion Squadron #233, is scheduled for Saturday, April 19, 2025, at Children’s Park. Setup will begin at 10:00 AM, with the event starting at 11:00 AM and teardown until 11:30 AM. The event will be supervised by adults and is held annually.

**RECOMMENDED MOTION:**

To adopt Resolution 2025-004 to approve the Children’s Easter Egg Hunt Special Event Application and the License Agreement between the Village of Lake Orion and Robert Gritzinger of the Sons of the American Legion Squadron #233 for the use of Children’s Park on April 19, 2025, and to authorize the Village Council President and Village Clerk to execute the agreement on behalf of the Village.



**VILLAGE OF LAKE ORION  
COUNTY OF OAKLAND  
STATE OF MICHIGAN**

**RESOLUTION 2025-004**

**A RESOLUTION APPROVING THE EVENTS PERMIT APPLICATION FOR 2025 CHILDREN’S  
EASTER EGG HUNT AND TO APPROVE THE LICENSE AGREEMENT**

**VOTING YEA:**

**VOTING NAY:**

**MOTION:**

**RESOLVED:** To approve the Event Permit Application submitted by Robert Gritzinger on behalf of the Sons of the American Legion Squadron #233, dated February 4, 2025, for the 2025 Children’s Easter Egg Hunt to be held on Saturday, April 19, 2025, from 11:00 AM – 11:30 AM at Children’s Park, as outlined in the application, which is attached.

**FURTHER RESOLVED:** To approve the License Agreement between the Village of Lake Orion and Sons of the American Legion Squadron #233 and to authorize the Village President and Village Clerk to execute the Agreement on behalf of the Village.

**FURTHER RESOLVED:** This approval is conditioned on the following:

**Administrative Requirements**

1. The cellular telephone numbers of event staff and on-scene managers must be provided to the Police Department within twenty-four (24) hours of the event.

**DPW Requirements**

1. As always, Village properties will be properly maintained before the event begins and after the event ends.

**Fire Department Requirements**

1. There shall be no parking in the Fire Station parking lot or along Anderson Street.

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, FEBRUARY 24, 2025.



Sonja Stout  
Village of Lake Orion Clerk/Treasurer

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**CERTIFICATION**

I, Sonja Stout, duly appointed Clerk/Treasurer of the Village of Lake Orion, Oakland County, Michigan, do hereby certify that the foregoing is a true and correct copy of Resolution 2025-004 adopted by the Village of Lake Orion Village Council at its regular meeting held on the 24<sup>th</sup> day of February 2025.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan this 24<sup>th</sup> day of February 2025.



Sonja Stout  
Village of Lake Orion Clerk/Treasurer

DATED: February 25, 2025



21 E. Church Street  
 Lake Orion, Michigan 48362  
 Tel 248.693.8391  
 Fax 248.693.5874  
[www.lakeorion.org](http://www.lakeorion.org)

**EVENT PERMIT APPLICATION**

**\*\* ATTN: APPLICATION NEEDS TO BE TURNED IN 120 DAYS PRIOR TO EVENT\*\***

Date of Application: <span style="color: red; font-size: 1.2em;">2/4/2025</span>	Date Application Fee Paid: <span style="color: red; font-size: 1.2em;">2/4/2025</span>
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Sponsoring Organization's Legal Name:  SONS OF THE AMERICAN LEGION SQUADRON #233	
Phone 248-425-1383	Fax
Email	Website

Sponsoring Organization's Agent Name:  ROBERT GRITZINGER, SQUADRON 233 COMMANDER	
Phone 248-425-1383	Fax
Email BGRITZINGER@GMAIL.COM	Website

Event Name: <span style="color: red; font-size: 1.5em; font-family: cursive;">ER</span> CHILDREN'S EAST EGG HUNT
--

Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary)  CANDY FILLED PLASTIC EGGS PLACED IN PARK FOR CHILDREN TO FIND, UNDER ADULT SUPERVISION
---

Date/Hours of Event:  SATURDAY, APRIL 19, 2025 11:00 AM
---

Date/Hours of Set-up and Tear Down:  SATURDAY, APRIL 19, 2025 10:00 AM SET UP SATURDAY, APRIL 19, 2025 11:30 AM TEAR DOWN
--



**Event Location and Boundaries**

CHILDRENS PARK

**Include an Event Map which clearly shows the locations for each activity during the event, including but not limited to the following:**

- Tent locations
- Parking / loading areas
- Food / drink stations
- Streets and parking lots to be closed
- Walk / run routes
- Anticipated staffing
- Loading locations
- Porta john locations and number
- Trash/dumpster
- Event staff parking

Will street closures and/or Parking Lot closures be necessary:    ( ) Yes    (  ) No

If yes, describe, including: date and time of closures, setup schedule and take down schedule, and time you will need the parking lot for deliveries.

Coordinating with Another Event: YES    ( <input checked="" type="checkbox"/> ) NO	If Yes, Event Name
---	--------------------

Event Name/Details:

**Event Information**

Type of Event *(See definitions attached to information page)*  
 ( ) Village Operated    ( ) DDA    ( ) Individual    ( ) Co-Sponsored    (  ) Group

**Indicate Status**  
 (  ) Non-Profit\*    ( ) Not-for-Profit    ( ) For-Profit



**\*If the event is sponsored by a Non-Profit please provide proof of non-profit status.**

Annual Event: Is this event expected to occur next year?  Yes ( ) No  
If Yes, you can reserve a date for next year with this application. To reserve dates for consideration for next year please provide the next year's specific dates. Event Application Form will need to be filled out for each year's event.

Is this event a Fund raiser? ( ) Yes  No  
If YES, indicate beneficiary information:

Is this the first time the event is being held in the Village of Lake Orion? ( ) Yes  No  
Describe:

Was this event previously held outside the Village of Lake Orion? ( ) Yes  No  
Describe:

Total estimated attendance each day  
100 CHILDREN AND PARENTS

What parking arrangements will be necessary to accommodate attendance?  
Describe:  
NONE

**NOTE: For events over 100 people, you must submit a parking plan.**

How will trash be handled?  
Describe:  
CLEAN UP BY SONS OF THE AMERICA LEGION VOLUNTEERS



Is amplification of music or speakers planned or anticipated? ( ) Yes (X) No  
If yes, describe, including the dates and times and the maximum limit and amplification:

Will tents be used: ( ) Yes (X) No  
If yes, indicate number of tents, use of each, location and size:

Portable restrooms: ( ) Yes (X) No  
If yes, number of portable restrooms and location:

Will alcoholic beverages be served: ( ) Yes (X) No  
If yes, describe:

Is liquor license issued by the State of Michigan? ( ) Yes ( ) No?  
If yes, whose name is the license issued to:

**Copy of License must be submitted to the Village within 15 days of the Event.**

Will food and beverages be sold: ( ) Yes (X) No  
If yes, describe:

**All food vendors must be approved by the Oakland County Health Departments. No permit is necessary where only pre-packaged, ready-to-eat type foods are sold from a concession stand or booth.**

Will merchandise be sold: ( ) Yes (X) No  
If yes, describe:



**WILL THE EVENT REQUIRE THE USE OF ANY OF THE FOLLOWING MUNICIPAL EQUIPMENT?**

Electrical Connections: ( ) Yes  No  
If yes, describe:

Water: ( ) Yes  No  
If yes, describe:

Barricades and/or Traffic cones: ( ) Yes  No  
If yes, complete "REQUEST TO USE VILLAGE EQUIPMENT FORM":

Do you have need of emergency fire equipment, such as ambulance? ( ) Yes  No  
If yes, describe:

Other Village services: ( ) Yes  No  
If yes, describe:

**EVENT SIGNS**

Will this event include the use of signs? ( ) Yes  No  
If yes, complete the "TEMPORARY SIGN PERMIT APPLICATION".




### CERTIFICATIONS AND SIGNATURES

I understand and agree on behalf of the sponsoring event the following must be provided 30 days prior to the event:

- A. A Certificate of Insurance in the amount of \$1,000,000 liability insurance and \$1,000,000 aggregate insurance must be provided which names the Village of Lake Orion as an additionally insured party on the policy. (See Insurance Certificate on "Required Documents for a Special Permit Sheet".)
- B. Event sponsors are required to sign a Hold Harmless Agreement form.
- C. Event sponsor is required to contact the Orion Township Fire Department at least one week prior to the event to set up a time for inspections prior to the event.
- D. All food vendors must be approved by the Oakland County Health Department.
- E. The approval of this Special Event may include additional requirements/and or limitations, based on the Village's review of this application.
- F. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the Village and will promptly pay any billing for Village services which may be rendered.
- G. If the event is serving alcohol, a copy of the Liquor License issued by the State of Michigan shall be provided to the Village prior to the event.
- H. The Event contact persons list complete with cell phone numbers and email addresses shall be provided to the Village at least one week prior to the event.
- I. Advertising of the event is not recommended prior to approval of the Event Permit. Advertising of the event prior to the approval of the permit does not guarantee the event will be approved as advertised. Advertisement must include note that the advertisement is pending Village Approval.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this special Event Permit, affirm the above understandings and agree that my sponsoring organization will comply with the Village Special Event Policy, the terms of the Written Confirmation of approval and all other Village requirements, ordinance and other laws which apply to this Special Event.

2/4/25  
Date

  
Signature of Sponsoring Organization's Agent  
ROBERT GRITZINGER  
Print Name



PARKING AREA

PAINT CREEK

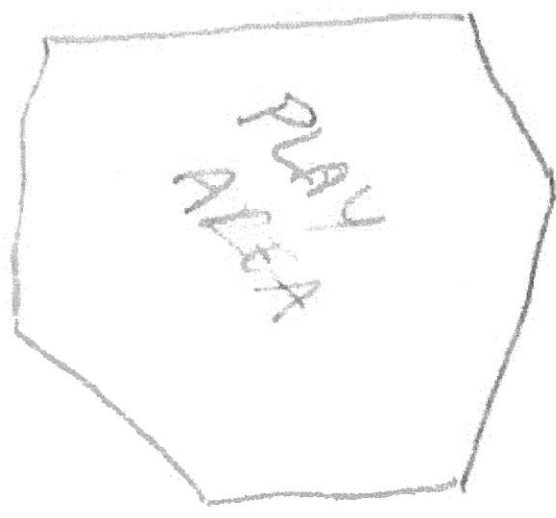
NOT USED



CREEK

NOT USED

CREEK BLOCKED BY CAUTION TAPE



FENCE

BROADWAY

SONS OF THE AMERICAN LEGION - CHILDREN'S EASTER EGG HUNT



Village of Lake Orion

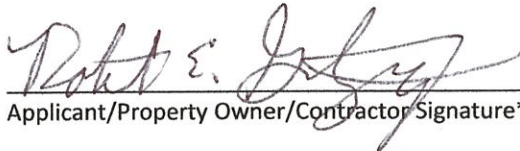
21 E. Church Street  
Lake Orion, Michigan 48362  
Tel 248.693.8391  
Fax 248.693.5874  
[www.lakeorion.org](http://www.lakeorion.org)

**HOLD HARMLESS AGREEMENT**

FOR AND IN CONSIDERATION of the granting by the Village of Lake Orion to permit/allow \*


<u>CHILDREN'S EASTER EGG HUNT</u>	<u>SATURDAY, APRIL 19, 2025 10:00 AM - 11:30 AM</u>
Activity/Event	Dates and Time
<u>CHILDREN'S PARK</u>	
General Description of Location	

as requested by the undersigned, the undersigned does hereby agree to fully hold harmless, defend and indemnify the Village of Lake Orion, and all of its officers, officials, agents and employees, with respect to all claims, losses, damages, causes of action, judgments, costs and expenses, including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon, the Village of Lake Orion and/or its officers, officials, agents and employees, by reason of or arising out of the grant or exercise of the rights stated above granted by the Village of Lake Orion to the undersigned.

  
Applicant/Property Owner/Contractor Signature\*\*

ROBERT GRITZINGER  
Applicant/Property Owner/Contractor Printed Name

2/4/25  
Date

  
Witness One Signature \*\*\*

LYNSEY BLOUGH  
Witness One Printed Name

  
Witness Two Signature \*\*\*

BARBARA A RICE  
Witness Two Printed Name

\* Applicant MUST provide information regarding what the activity is, date(s), times activity will be held and the areas (public sidewalks, streets, parking spaces, etc.) that are affected.

\*\* If the activity is obstructing public right-of-way for work on private property, the property owner or contractor MUST provide their signature.

\*\*\* The signatures from two (2) witnesses are required.





### **LICENSE AGREEMENT**

This License Agreement ("Agreement"), made and entered into on the date it has been fully signed, is between the Village of Lake Orion, a Michigan Municipal Corporation ("Village"), whose address is 21 East Church Street, Lake Orion, Michigan 48362, and Robert Gritzinger of Sons of the American Legion Squadron #233 ("Licensee"), whose address is 164 S Broadway Street, Lake Orion, MI, 48362, for the use by Licensee of the Village park identified on the attached Children's Easter Egg Hunt Event Map and collectively referred to as the "Premises".

#### **RECITALS:**

- A. Licensee requested Village Council approval to allow use of the Premises for the Children's Easter Egg Hunt Event to be held on Saturday, April 19, 2025 (the "Event").
- B. On February 24, 2025, the Village Council conditionally approved Licensee's request subject to this License Agreement being signed and complied with.

#### ***NOW, THEREFORE, IT IS AGREED AS FOLLOWS:***

1. **Grant of License.** For and in consideration of the benefits to the Village of the Event the Village hereby grants a revocable license to Licensee to use the Premises for the Event subject to and in accordance with all the terms and conditions of this Agreement.
2. **Event Locations, Activities and Costs.** The Event shall be limited to the Premises and activities on those Premises as disclosed to the Village Council. Except as otherwise approved by the Village Council, all cost and expenses of the Event on the Premises shall be borne solely by Licensee.
3. **Use of Premises.** Except for restricted areas, all Premises shall be open to the general public. The use rights granted in this Agreement are nonexclusive and may be suspended at any time by the Village for any public purpose or public health, safety and welfare reason, including Public Works, Police and/or Fire Department needs and operations. Licensee assumes all risk of such suspension and hereby waives and releases the Village from any claims for such damage.
4. **Maintenance.** Licensee agrees to use and maintain the Premises in a clean, safe and good condition and as required by the Police and Fire Departments and to promptly clean up and restore the Premises to the pre-Event conditions after the Event.
5. **Alcohol Sales.** *Not Applicable for this event.*
6. **Indemnification.** Licensee shall defend, pay on behalf of, indemnify and hold harmless the Village, its elected and appointed officials, employees and volunteers, and other persons working on behalf of the Village, from and against any and all claims, demands, suits, or loss, including all costs and attorney's fees connected therewith, and from any and all damages which may be asserted, claimed, or recovered for personal injury, including bodily injury or death and/or property damage, including loss of use thereof, arising out of or in any way connected or associated with this Agreement and the use of the Premises for the Event. The Village shall provide notice to Licensee within a reasonable time of the receipt of any claim arising under this Agreement or relating to the Improvements.

7. Insurance. Licensee shall secure and maintain liability insurance for all Premises in the minimum amount of \$ 1,000,000.00 and naming the Village and its officials and employees as an additional insured and certificate holder on those policies with proof of such insurance being provided to the Village prior to the event.

VILLAGE OF LAKE ORION

\_\_\_\_\_  
Date

\_\_\_\_\_  
Teresa Rutt, Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sonja Stout, Village Clerk/Treasurer

2/11/25  
\_\_\_\_\_  
Date

Robert Gritzinger  
\_\_\_\_\_  
Robert Gritzinger, Sons of American Legion #233



**Village of Lake Orion**

21 E. Church Street  
 Lake Orion, Michigan 48362  
 Tel 248.693.8391  
 Fax 248.693.5874  
[www.lakeorion.org](http://www.lakeorion.org)

**TEMPORARY USE OF VILLAGE RIGHT-OF-WAY**  
**(PROPERTY, STREETS AND SIDEWALKS)**

**APPLICANT INFORMATION**

Applicant Name: ROBERT GRITZINGER Business Name: SONS OF THE AMERICAN LEGION  
 Applicant Phone #: 248-425-1383 Address: 164 S BROADWAY  
 Applicant E-Mail: BGRITZINGER@GMAIL.COM City, State, Zip: LAKE ORION , MI 48362

**TYPE OF TEMPORARY USE**

Property/Right-of-way will be used for:  Building Maintenance  Business Sale/Event  Utility Installation  
 Briefly Describe Use/Project Activity: CHILDREN'S EASTER EGG HUNT

**RIGHT-OF-WAY (ROW) TO BE USED**

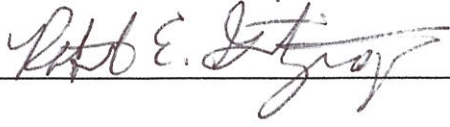
Site Address: *(Property adjacent to street/sidewalk/ROW)* \_\_\_\_\_  
 Temporary Use of Right-of-Way Begins – Day: \_\_\_\_\_ Time: \_\_\_\_\_  
 Temporary Use of Right-of-Way Ends – Day: \_\_\_\_\_ Time: \_\_\_\_\_

**ADDITIONAL REQUIRED INFORMATION**

Please place your initials next to the items in the applicable column to acknowledge that all items are included with your application.


<b>Required for Special Event Applications</b>	<b>Required for General Obstruction of Public ROW Only</b>
<input type="checkbox"/> Anticipated Attendance	<input type="checkbox"/> Sketch of Project Area
<input type="checkbox"/> Event Map	<input type="checkbox"/> Hold Harmless Agreement
<input type="checkbox"/> Hold Harmless Agreement	<input type="checkbox"/> Barrier Plan/ Safe Route Plan
<input type="checkbox"/> License Agreement (if applicable - to be approved by Village Council)	<b>Additional Items for Excavation / Construction on Public Property</b>
<input type="checkbox"/> Parking Plan	<input type="checkbox"/> Application Fee
<input type="checkbox"/> Sign Application (if applicable)	<input type="checkbox"/> Insurance Certificate
<input type="checkbox"/> Insurance Certificate	<input type="checkbox"/> Copy of License
<input type="checkbox"/> Approvals from all applicable outside agencies	<input type="checkbox"/> \$1,000 Escrow Deposit
	<input type="checkbox"/> Construction Detail
	<input type="checkbox"/> Soil Erosion Sedimentation Control

I, the undersigned, understand that the Village Hold Harmless Agreement must be completed and must accompany this application. I understand I will be liable for damage done to any street or sidewalk and that I must fully cooperate with all Village departments. Failure to cooperate may lead to immediate revocation of this permit by the Village of Lake Orion.

Signature of Applicant:  Date: 2/4/25

\*\*\* To Be Completed by Village Administration \*\*\*

**APPROVAL / COMMENTS BY**

Police Chief:  Date: 2-10-25

Special Events: Condition of approval is that the applicant must make arrangements for barricades and detour signs at least one week prior to event. When Flint Street is closed, temporary STOP signs must be installed on both eastbound and westbound Shadbolt at Anderson Street and any other locations that the Police Chief deems necessary.

Fire Chief: \_\_\_\_\_ Date: \_\_\_\_\_

DPW Director:  Date: 2-10-2025

Village Council: \_\_\_\_\_ Date: \_\_\_\_\_

OR

Village Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Conditions of Approval: \_\_\_\_\_  
\_\_\_\_\_



# Charter Township of Orion

Section 7, Item C.

3365 Gregory Rd., Lake Orion MI 48359  
www.oriontownship.org

**Fire Department**

Phone: (248) 391-0304, ext. 2000  
Fax: (248) 309-6993

February 11, 2025

Village of Lake Orion  
21 E. Church Street  
Lake Orion, MI 48362

RE: Easter Egg Hunt in Children's Park, 2025

Lake Orion Village Council,

It is the recommendation of the Orion Township Fire Department that the event, Children's Easter Egg Hunt 2025, be approved with the following condition.

1. There shall be no parking in the Fire Station parking lot or along Anderson Street.

*John Pender*

John Pender, Assistant Fire Chief  
Orion Township Fire Department

VILLAGE OF LAKE ORION  
21 E CHURCH  
LAKE ORION, MI 48362-3287  
United States  
Phone : (248) 693-8391

Received From: SONS OF THE AMERICAN LEGION  
233

Date: 02/04/2025            Time: 1:51:18 PM  
Receipt: 0000048202  
Cashier: BLOUGHL

SPECIAL EVENT: CHILDREN'S EASTER EGG  
HUNT

ITEM REFERENCE	AMOUNT
-----	
APPL FEE APPLICATION FEE	
1 @ 25	\$25.00
UTSPROW UTIL PLAN SPECIAL EVENT ROW	
1 @ 75	\$75.00
-----	
TOTAL	\$100.00
CHECK 2538	\$100.00
Total Tendered:	\$100.00
Change:	\$0.00



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** February 24, 2025

**TOPIC:** Receive and File DDA Regular Meeting Minutes of January 21, 2025

**RECOMMENDED MOTION:** To receive and file the January 21, 2025 Downtown Development Authority Board Regular Meeting Minutes, as presented.



# MINUTES

## REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Tuesday, January 21, 2025

6:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

### 1. Call to Order

The January 21, 2025 Downtown Development Authority Regular Meeting was called to order at 6:37 PM by Chairperson Burgess.

### 2. Roll Call and Determination of Quorum

#### PRESENT

Chairperson Debbie Burgess

Vice Chairperson Sam Caruso

Secretary Hank Lorant

Treasurer Matt Shell

Board Member Sally Medina

Board Member Alaina Campbell

President Teresa Rutt

#### ABSENT

Board Member Lloyd Coe

Board Member Chris Barnett

#### STAFF PRESENT

Executive Director Matthew Gibb

Asst Director Janet Bloom

### 3. Approval of Minutes

#### A. December 2, 2024, DDA Special Meeting Minutes

**MOTION** made by Treasurer Matt Shell, Seconded by Secretary Hank Lorant, to approve the Downtown Development Authority Board Special Meeting Minutes of December 2, 2024, as presented.

**VOTING YEA:** Chairperson Debbie Burgess, Vice Chairperson Sam Caruso, Secretary Hank Lorant, Treasurer Matt Shell, Board Member Sally Medina, Board Member Alaina Campbell, President Teresa Rutt

**VOTING NAY:** None

**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett

**MOTION:** Carried

**B. December 17, 2024, DDA Informational Meeting Minutes**

**MOTION** made by Treasurer Matt Shell, Seconded by Secretary Hank Lorant, to approve the Downtown Development Authority Board Informational Meeting Minutes of December 17, 2024, as presented.

**VOTING YEA:** Chairperson Debbie Burgess, Vice Chairperson Sam Caruso, Secretary Hank Lorant, Treasurer Matt Shell, Board Member Sally Medina, Board Member Alaina Campbell, President Teresa Rutt

**VOTING NAY:** None

**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett

**MOTION:** Carried

**C. December 17, 2024 – DDA Regular Meeting Minutes**

**MOTION** made by Treasurer Matt Shell, Seconded by Secretary Hank Lorant, to approve the Downtown Development Authority Board Regular Meeting Minutes of December 17, 2024, as presented.

**VOTING YEA:** Chairperson Debbie Burgess, Vice Chairperson Sam Caruso, Secretary Hank Lorant, Treasurer Matt Shell, Board Member Sally Medina, Board Member Alaina Campbell, President Teresa Rutt

**VOTING NAY:** None

**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett

**MOTION:** Carried

**4. Approval of Agenda**

**MOTION** made by Treasurer Matt Shell, Seconded by Secretary Hank Lorant, to approve the agenda of January 21, 2025, Downtown Development Authority Board Regular Meeting, as presented.

**VOTING YEA:** Chairperson Debbie Burgess, Vice Chairperson Sam Caruso, Secretary Hank Lorant, Treasurer Matt Shell, Board Member Sally Medina, Board Member Alaina Campbell, President Teresa Rutt

**VOTING NAY:** None

**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett

**MOTION:** Carried

**5. Call to the Public**

None.

**6. Consent Agenda**

All items on the Consent Agenda are approved by one vote.

**MOTION** made by Treasurer Matt Shell, Seconded by Secretary Hank Lorant, to approve the January 21, 2025, Consent Agenda by one vote, as presented.

**VOTING YEA:** Chairperson Debbie Burgess, Vice Chairperson Sam Caruso, Secretary Hank Lorant, Treasurer Matt Shell, Board Member Sally Medina, Board Member Alaina Campbell, President Teresa Rutt  
**VOTING NAY:** None  
**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett  
**MOTION:** Carried

**7. Financial Matters**

**A. Bill Approval**

**MOTION** made by Treasurer Matt Shell, Seconded by Secretary Hank Lorant, to approve disbursements in the amount of \$51,957.67 for December 2024.

**Roll Call Vote:** Chairperson Debbie Burgess-yes, Vice Chairperson Sam Caruso-yes, Secretary Hank Lorant-yes, Treasurer Matt Shell- yes, Board Member Sally Medina-yes, Board Member Alaina Campbell-yes, President Teresa Rutt-yes.  
**VOTING NAY:** None  
**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett  
**MOTION:** Carried

**8. New and Old Business**

**A. Snow Removal Discussion/Options**

**MOTION:** made by Secretary Hank Lorant, Seconded by Treasurer Matt Shell, to direct the Executive Director to cooperate with the Village Manager and DPW Director to organize accurate mapping and responsibility assignments, and bringing all information back with a supplemental recommendation at a future DDA Board meeting.

**VOTING YEA:** Chairperson Debbie Burgess, Vice Chairperson Sam Caruso, Secretary Hank Lorant, Treasurer Matt Shell, Board Member Sally Medina, Board Member Alaina Campbell, President Teresa Rutt  
**VOTING NAY:** None  
**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett  
**MOTION:** Carried

**B. Requests for Proposals – Architectural Services**

**MOTION:** made by Treasurer Matt Shell, Seconded by Secretary Hank Lorant to approve Request for Proposals: LODDA-25-0001 Design and Architectural Services, for the Lumber Yard at Paint Creek, as presented, and authorize the Executive Director to finalize all legal compliance, publish and coordinate registration and opening with the Village Clerk on a date no later than February 12, 2025

**VOTING YEA:** Chairperson Debbie Burgess, Vice Chairperson Sam Caruso, Secretary Hank Lorant, Treasurer Matt Shell, Board Member Sally Medina, Board Member Alaina Campbell, President Teresa Rutt

**VOTING NAY:** None

**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett

**MOTION:** Carried

**9. Reports, Resolutions and Recommendations**

**A. Assistant Director's Report-Verbal**

Assistant Director Janet Bloom read her report, which was added in the DDA Agenda Packet (hard copy).

**MOTION** made by Treasurer Matt Shell, Seconded by Secretary Hank Lorant, to receive and file the Assistant Director’s Report.

**VOTING YEA:** Chairperson Debbie Burgess, Vice Chairperson Sam Caruso, Secretary Hank Lorant, Treasurer Matt Shell, Board Member Sally Medina, Board Member Alaina Campbell, President Teresa Rutt

**VOTING NAY:** None

**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett

**MOTION:** Carried

**B. Committee Reports**

Committee updates presented by Assistant Director Janet Bloom.

**MOTION** made by Treasurer Matt Shell, Seconded by Secretary Hank Lorant, to receive and file the Committee Reports.

**VOTING YEA:** Chairperson Debbie Burgess, Vice Chairperson Sam Caruso, Secretary Hank Lorant, Treasurer Matt Shell, Board Member Sally Medina, Board Member Alaina Campbell, President Teresa Rutt

**VOTING NAY:** None

**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett

**MOTION:** Carried

**C. Lumber Yard Progress Report**

DDA Executive Director Matthew Gibb provided an update on the Lumber Yard progress.

**MOTION** made by Treasurer Matt Shell, Seconded by Secretary Hank Lorant, to receive and file the Lumber Yard Progress Report.

**VOTING YEA:** Chairperson Debbie Burgess, Vice Chairperson Sam Caruso, Secretary Hank Lorant, Treasurer Matt Shell, Board Member Sally Medina, Board Member Alaina Campbell, President Teresa Rutt

**VOTING NAY:** None

**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett

**MOTION:** Carried

**D. Executive Directors Report**

Along with his report in the Agenda Packet, DDA Executive Director Matthew Gibb provided an update.

**MOTION** made by Treasurer Matt Shell, Seconded by Secretary Hank Lorant, to receive and file the Executive Director’s Report.

**VOTING YEA:** Chairperson Debbie Burgess, Vice Chairperson Sam Caruso, Secretary Hank Lorant, Treasurer Matt Shell, Board Member Sally Medina, Board Member Alaina Campbell, President Teresa Rutt

**VOTING NAY:** None

**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett

**MOTION:** Carried

**10. Board Comments and Training Feedback**

**11. Next Regular Meeting – February 18, 2025**

**12. Adjournment**

**MOTION** made by Treasurer Matt Shell, Seconded by Secretary Hank Lorant, to adjourn the January 21, 2025 Downtown Development Authority Board Regular Meeting

**VOTING YEA:** Chairperson Debbie Burgess, Vice Chairperson Sam Caruso, Secretary Hank Lorant, Treasurer Matt Shell, Board Member Sally Medina, Board Member Alaina Campbell, President Teresa Rutt

**VOTING NAY:** None

**ABSENT:** Board Member Lloyd Coe and Board Member Chris Barnett

**MOTION:** Carried

The January 21st, 2025 Downtown Development Authority Board Regular Meeting adjourned at 8:09 PM.

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Debbie Burgess  
Chairperson

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Janet Bloom  
Assistant Director/Recording  
Secretary

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Sonja Stout  
Village Clerk/Treasurer



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** February 24, 2025

**TOPIC:** Receive and File DDA Special Meeting Minutes of February 3, 2025

**RECOMMENDED MOTION:** To receive and file the February 3, 2025 Downtown Development Authority Board Special Meeting Minutes, as presented.



# MINUTES

## SPECIAL MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Monday, February 3, 2025

5:00 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

**1. Call to Order**

The Monday, February 3, 2025, Special Meeting of the Lake Orion Downtown Development Authority Board of Directors was called to order in the Lake Orion Village Hall Council Chambers located in the 21 East Church Street, Lake Orion, MI 48362 by Chair Debbie Burgess at 5:14 PM.

**2. Roll Call and Determination of Quorum**

Attendee Name	Organization	Title	Status	Arrived
Debbie Burgess	Village of Lake Orion	Chairperson	Present	
Sam Caruso	Village of Lake Orion	Vice Chairperson	Absent	
Matt Shell	Village of Lake Orion	Treasurer	Present	
Henry Lorant	Village of Lake Orion	Secretary	Present	
Chris Barnett	Village of Lake Orion	Board Member	Absent	
Alaina Campbell	Village of Lake Orion	Board Member	Present	
Lloyd Coe	Village of Lake Orion	Board Member	Absent	
Sally Medina	Village of Lake Orion	Board Member	Absent	
Teresa Rutt	Village of Lake Orion	Council President	Present	

**STAFF PRESENT:**

Matthew Gibb, DDA Executive Director  
Janet Bloom, DDA Assistant Director

**3. Approval of Agenda**

Motion to approve the agenda moved by Teresa Rutt, board member, and seconded by Matt Shell, Treasurer. Ayes: Shell, Lorant, Rutt, Burgess, Campbell. Absent: Coe, Caruso, Medina, Barnett. Motion adopted.

**5. New and Old Business**

**A. AGREEMENT FOR SEASONAL SNOW REMOVAL AND TREATMENT**

Motion was made by Matt Shell, Treasurer, and seconded by Alaina Campbell, member to approve the AGREEMENT FOR SEASONAL SNOW REMOVAL AND TREATMENT as presented, subject to the presentment and approval of the Lake Orion village council at its February 10, 2025 meeting with funding to be authorized at the Next Available DDA Board meeting following Village Council approval, and if no such approval is made the matter is closed for 2025.

Board discussion included review of mapping and contract terms, including district needs and purpose of the contract. One public comment was received from Brenda Byer (sic) who supported the contract, with reservations that business should be abiding by the ordinance.

MOTION PASSED

AYES: Shell, Lorant, Rutt, Burgess, Campbell. NAYS: 0 ABSENT: Coe, Caruso, Medina, Barnett.

**6. Call to the Public**

Brenda Byer (sic) exercised her right to comment, reiterating a need to enforce the snow removal ordinance.

**7. Adjournment**

Motion to adjourn the Monday, February 3, 2025, Special Meeting of the Downtown Development Authority Board.

Moved by Matt Shell, Treasurer and seconded by Teresa Rutt, member. Ayes: Shell, Lorant, Rutt, Burgess, Campbell, Nays 0, Absent: Coe, Caruso, Medina, Barnett. Motion adopted.

The Monday, February 3, 2025, Special Meeting of the Downtown Development Authority Board adjourned at 5:45 PM.

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Debbie Burgess  
Chairperson

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Janet Bloom  
Recording Secretary  
DDA Assistant Director

Date Approved: \_\_\_\_\_



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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** February 24, 2025

**TOPIC:** Receive and File of Invoice Distribution Report for February 25, 2025

**RECOMMENDED MOTION:**

To receive and file the bills in the amount of \$83,950.96 of which \$7,395.53 are DDA bills for a net total of \$76,555.43 and to receive and file the DDA bills.

**INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION**

EXP CHECK RUN DATES 02/25/2025 - 02/25/2025

POSTED AND UNPOSTED  
OPEN

Section 7, Item F.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 101 GENERAL FUND</b>					
<b>Department: 000 REVENUE</b>					
101-000-228-100	DUE TO STATE OF MICHIGAN - STATE OF MICHIGAN		FINGERPRINTS PRINTED 1/9/25; 1/13/25	86.50	None
101-000-279-000	RETIREE HEALTHCARE-RETIREE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE MARCH 2025	1,028.72	None
				<u>Total Department 000 REVENUE</u>	
				1,115.22	
<b>Department: 215 VILLAGE CLERK</b>					
101-215-801-000	INTERNET RENEWAL PERIOD	AMERICAN LEGAL PUBLISHING	INTERNET RENEWAL PERIOD 3/13/25-3/13/	550.00	None
				<u>Total Department 215 VILLAGE CLERK</u>	
				550.00	
<b>Department: 228 Information Technology</b>					
101-228-801-000	INVOICE 124125	VC3, INC.	MONTHLY INVOICES	226.10	None
101-228-801-000	INVOICE 149692	VC3, INC.	MONTHLY INVOICES	1,654.50	None
101-228-801-000	INVOICE 157728	VC3, INC.	MONTHLY INVOICES	184.00	None
				<u>Total Department 228 Information Technology</u>	
				2,064.60	
<b>Department: 260 GENERAL ACTIVITIES</b>					
101-260-716-001	RETIREE HEALTHCARE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE MARCH 2025	900.15	None
101-260-727-000	INDEX/ERASER INVOICE406856	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	35.38	None
101-260-727-000	CLEANER INVOICE 4069431690	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	14.99	None
101-260-727-000	A/P LASER CHECKS	PRINTING SYSTEMS, INC.		257.24	None
101-260-730-000	12/21/24-1/21/25 BASE 0227	XEROX CORPORATION	COPIER LEASE JANUARY	241.22	None
101-260-730-000	COLOR 022736473	XEROX CORPORATION	COPIER LEASE JANUARY	128.01	None
101-260-730-000	B/W 022736473	XEROX CORPORATION	COPIER LEASE JANUARY	12.64	None
101-260-730-000	BASE CHARGE 022736474	XEROX CORPORATION	COPIER LEASE JANUARY	91.09	None
101-260-920-000	20 E SHADBOLT ACCT # 1030	CONSUMERS ENERGY	FEBRUARY BILL	18.00	None
101-260-920-000	21 E CHURCH ACCT# 1030 170	CONSUMERS ENERGY	FEBRUARY BILL	2,457.90	None
101-260-921-000	STREETLIGHTS	DTE ENERGY	JANUARY BILL STREETLIGHTS	4,153.61	None
101-260-930-000	REPAIRS TO VILLAGE HALL BO	LAKE ORION MECHANICAL	REPAIRS TO FURNACE	978.80	None
101-260-930-000	MATS FOR VILLAGE OFFICE 2/	Darwel ENTERPRISES LLC	MONTHLY MAT RENTAL VILLAGE OFFICES	205.45	None
101-260-956-000	2/1/25-2/28/25	BASIC BENEFITS	MONTHLY COBRA FEE - FEBRUARY	35.01	None
				<u>Total Department 260 GENERAL ACTIVITIES</u>	
				9,529.49	
				<u>Total Fund 101 GENERAL FUND</u>	
				13,259.31	
<b>Fund: 202 MAJOR STREET FUND</b>					
<b>Department: 474 TRAFFIC SERVICES</b>					
202-474-801-000	FLINT ST & BROADWAY	ROAD COMMISSON FOR OAKLAND	FLINT ST & BROADWAY SIGNAL MAINTENANC	64.79	None
				<u>Total Department 474 TRAFFIC SERVICES</u>	
				64.79	
				<u>Total Fund 202 MAJOR STREET FUND</u>	
				64.79	
<b>Fund: 203 LOCAL STREET FUND</b>					
<b>Department: 474 TRAFFIC SERVICES</b>					
203-474-726-000	BALANCE OF SIGN	ECONO SIGNS	SIGNS	60.00	None
				<u>Total Department 474 TRAFFIC SERVICES</u>	
				60.00	
<b>Department: 478 WINTER MAINTENANCE</b>					
203-478-726-000	INVOICE # 29362	DETROIT SALT COMPANY	ROAD SALT	2,792.15	None
203-478-726-000	INVOICE 26460	DETROIT SALT COMPANY	ROAD SALT	2,488.41	None
				<u>Total Department 478 WINTER MAINTENANCE</u>	
				5,280.56	
				<u>Total Fund 203 LOCAL STREET FUND</u>	
				5,340.56	
<b>Fund: 207 POLICE FUND</b>					

**INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION**

EXP CHECK RUN DATES 02/25/2025 - 02/25/2025

POSTED AND UNPOSTED  
OPEN

Section 7, Item F.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 207 POLICE FUND</b>					
<b>Department: 301 POLICE/SHERIFF/CONSTABLE</b>					
207-301-716-001	RETIREE HEALTHCARE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE MARCH 2025	900.15	None
207-301-730-000	COPY CHARGES BW-\$19.66	COLO APPLIED INNOVATION	POLICE COPY MACHINE FEBRUARY	95.92	None
207-301-730-000	FREIGHT	APPLIED INNOVATION	POLICE COPY MACHINE FEBRUARY	3.84	None
207-301-730-000	POLICE PRINTER RICOH CONTR	U.S. BANK EQUIPMENT FINANC	RICOH CONTRACT PAYMENT POLICE PRINTER	110.43	None
207-301-740-000	EVIDENCE COMPUTER INSTALL	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES - POLICE	146.83	None
207-301-740-000	EQUIPMENT RETURN FEE	HOME DEPOT - LAKE ORION	OPERATING SUPPLIES - POLICE	(54.97)	None
207-301-820-000	UNIFORMS SHANE HOCKNEY INV	ON DUTY GEAR LLC	UNIFORMS SHANE HOCKNEY / TIES	591.97	None
207-301-820-000	UNIFORM TIES DEPT 7 TIES I	ON DUTY GEAR LLC	UNIFORMS SHANE HOCKNEY / TIES	72.88	None
207-301-865-000	POLICE	ROAD COMMISSON FOR OAKLAND	FUEL FOR DPW & POLICE JANUARY 2025	759.41	None
207-301-957-002	POLICE ONE ACADEMY SUBSCRI	LEXIPOL LLC	POLICEONE ACADEMY ANNUAL AND SETUP	1,174.20	None
207-301-957-002	POLICE ONE ACCOUNT SETUP F	LEXIPOL LLC	POLICEONE ACADEMY ANNUAL AND SETUP	355.00	None
Total Department 301 POLICE/SHERIFF/CONSTABLE				4,155.66	
Total Fund 207 POLICE FUND				4,155.66	
<b>Fund: 225 DEPT OF PUBLIC WORKS FUND</b>					
<b>Department: 000 REVENUE</b>					
225-000-123-000	RETIREE HEALTHCARE	BCBSM MEDICARE ADVANTAGE	RETIREE COVERAGE MARCH 2025	3,343.42	None
Total Department 000 REVENUE				3,343.42	
<b>Department: 441 DEPARTMENT OF PUBLIC WORKS</b>					
225-441-865-000	DPW	ROAD COMMISSON FOR OAKLAND	FUEL FOR DPW & POLICE JANUARY 2025	898.85	None
225-441-920-000	362 CASS ACCT# 1030 1701 1	CONSUMERS ENERGY	FEBRUARY BILL	1,459.34	None
225-441-920-000	333 CASS ST ACT # 1030 170	CONSUMERS ENERGY	FEBRUARY BILL	0.00	None
225-441-931-000	REPAIR LEAKING TIRE	TIRE WAREHOUSE, INC	TIRE REPAIR	24.88	None
Total Department 441 DEPARTMENT OF PUBLIC WORKS				2,383.07	
<b>Department: 443 PHASE II STORMWATER</b>					
225-443-801-000	ANNUAL PAYMENT	COMERICA BANK	EGLE MS4 ANNUAL PAYMENT	1,000.00	None
225-443-801-000	PROCESSING FEE	COMERICA BANK	EGLE MS4 ANNUAL PAYMENT	20.00	None
Total Department 443 PHASE II STORMWATER				1,020.00	
Total Fund 225 DEPT OF PUBLIC WORKS FUND				6,746.49	
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>					
<b>Department: 260 GENERAL ACTIVITIES</b>					
248-260-851-000	ACCT 8529101420028897- 118	COMCAST	TELEPHONE FEB	205.78	None
248-260-920-000	ACCT 100062995376 - 118 N	CONSUMERS ENERGY	GAS BILL	355.49	None
248-260-921-000	ACCT 920009680652 - 24 FRO	DTE ENERGY	STREETLIGHTS FEB	38.53	None
248-260-921-000	ACCT 910040951824 - 380 S	DTE ENERGY	STREETLIGHTS FEB	80.00	None
248-260-921-000	ACCT 910040951774 38 S WAS	DTE ENERGY	STREETLIGHTS FEB	113.39	None
248-260-921-000	ACCT 910040951725 - 22 E S	DTE ENERGY	STREETLIGHTS FEB	548.14	None
248-260-921-000	ACCT 910040951659 38 E FLI	DTE ENERGY	STREETLIGHTS FEB	1,167.56	None
248-260-921-000	ACCT 910040951600 491 S BR	DTE ENERGY	STREETLIGHTS FEB	234.72	None
Total Department 260 GENERAL ACTIVITIES				2,743.61	
<b>Department: 729 PROMOTION</b>					
248-729-880-015	INV 371777 - ICE FEST	VIEW NEWSPAPER GROUP	MARKETING	878.00	None
248-729-880-015	REIMBURSEMENT-EVENT SUPPLI	JANET BLOOM	REIMBURSEMENT-EVENT SUPPLIES	15.00	None
Total Department 729 PROMOTION				893.00	
<b>Department: 730</b>					

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 02/25/2025 - 02/25/2025

POSTED AND UNPOSTED  
OPEN

Section 7, Item F.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>					
<b>Department: 730</b>					
248-730-975-003	PARKING LOT LEASE	LAKE ORION COMMUNITY SCHOO	PARKING LOT LEASE	2,500.00	None
248-730-975-003	PARKING LOT LEASE	TARR PROPERTIES, LLC	PARKING LOT LEASE	1,258.92	None
Total Department 730				<u>3,758.92</u>	
Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND				<u>7,395.53</u>	
<b>Fund: 592 WATER AND SEWER FUND</b>					
<b>Department: 548 SEWER ACTIVITIES</b>					
592-548-801-000	JANUARY 2025	GREAT LAKES WATER AUTHORIT	INDUSTRIAL SPECIFIC BILL	18.08	None
592-548-831-000	JANUARY 2025	OAKLAND COUNTY TREASURER	SEWAGE DISPOSAL SERVICES JANUARY 2025	44,603.70	None
592-548-995-000	INTEREST SERIES 2017	OAKLAND COUNTY TREASURER	INTEREST FOR MUNICIPALITIES FOR SERIE	2,096.83	None
592-548-995-000	INTEREST SERIES 2023	OAKLAND COUNTY TREASURER	INTEREST FOR MUNICIPALITIES FOR SERIE	192.21	None
592-548-995-000	INTEREST SERIES 2024	OAKLAND COUNTY TREASURER	INTEREST FOR MUNICIPALITIES FOR SERIE	77.80	None
Total Department 548 SEWER ACTIVITIES				<u>46,988.62</u>	
Total Fund 592 WATER AND SEWER FUND				<u>46,988.62</u>	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 02/25/2025 - 02/25/2025

POSTED AND UNPOSTED  
OPEN

Section 7, Item F.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY FUND ---					
101			GENERAL FUND	13,259.31	
202			MAJOR STREET FUND	64.79	
203			LOCAL STREET FUND	5,340.56	
207			POLICE FUND	4,155.66	
225			DEPT OF PUBLIC WORKS FUND	6,746.49	
248			DOWNTOWN DEVELOPMENT AUTHORITY FUND	7,395.53	
592			WATER AND SEWER FUND	46,988.62	
Total For All Funds:				83,950.96	



**COUNCIL ACTION SUMMARY SHEET**

**MEETING DATE:** February 24, 2025

**TOPIC** Sidewalk Improvement Program District #1 – Acceptance of Cost Estimates

**BACKGROUND BRIEF:**

Administration has prepared preliminary cost estimates for sidewalk repairs abutting each affected property within District #1. The report of preliminary cost estimates by property is attached. Administration is requesting that Village Council accept the cost estimates as presented and direct the Village Manager to prepare bid specifications and contract documents and to proceed to competitively bid the sidewalk improvement project. Administration will present the bid results to Village Council together with a final estimate of cost for the project and for each affected property.

**SUMMARY OF PREVIOUS COUNCIL ACTION:**

01/27/2025 – Council adopted the Village of Lake Orion Sidewalk Improvement Program Policy as presented and authorized Village Administration to begin work on the preparation of the FY 2025-26 sidewalk improvement project and special assessment processes as outlined in the Village Manager’s project schedule. Council also adopted the resolution setting a needs public hearing on proposed sidewalk improvements to the Village of Lake Orion Sidewalk Improvement Program District #1 and directed the Village Clerk to publish and mail a notice of the same to affected real property owners.

02/10/2025 – Council adopted a finding that the public convenience or necessity requires that the Sidewalk Improvement Program District #1 as proposed by the Department of Public Works shall be considered for improvement and directed the Village Manager to file with the Village Clerk an estimate in writing showing the number of square feet of sidewalk required to be built or rebuilt adjacent to each lot or parcel or parcels of land.

**FINANCIAL IMPACT:**

Please refer to the attached report on estimate of cost. This report only covers the estimated costs subject to special assessment against private properties and does not include the Village’s portion of the project for street intersection handicap ramp improvements or construction of new sidewalk to connect previously unconnected sidewalk segments. If proceeding, Administration will proceed to bid the project with the new sidewalk connections and handicap ramps to be bid as alternates, and a revised estimate of costs for the entire project will be submitted to Council for review and action.

**RECOMMENDED MOTION:**

To accept the report from Administration detailing the estimated costs for Sidewalk Improvement Program (SWIP) District #1 showing the number of square feet of sidewalk required to be built or rebuilt adjacent to each lot or parcel or parcels of land that will be subject to special assessment; and to direct the Village Manager to prepare bid specifications and contract documents and to proceed to competitively bid the District #1 sidewalk improvement project, with bid results to be presented to Council for consideration for further action.

**Cost estimates are based on 4"thick concrete @ \$14.42 and 6" @ \$15.42**

Property Address	Parcel Tax I.D. #	SQ FT	Estimated	
			Cost	Thickness
101 W Church St	09-02-406-003	48	\$ 761.38	4"
103 N Broadway St	09-02-441-010	50	\$ 793.10	4"
111 E Flint St	09-02-478-008	48	\$ 761.38	4"
111 W Church St	09-02-406-002	128	\$ 2,030.34	4"
117 E Church St	09-02-435-004	64	\$ 1,015.17	4"
120 S Broadway St	09-02-482-015	40	\$ 634.48	4"
123 S Slater St	09-02-485-025	16	\$ 253.79	4"
140 E Flint St.	09-02-484-022	16	\$ 253.79	4"
140 E Flint St.	09-02-484-022	20	\$ 317.24	4"
140 E Jackson St	09-02-443-008	32	\$ 507.58	4"
144 N Washington St	09-01-351-001	16	\$ 253.79	4"
144 N Washington St	09-01-351-001	16	\$ 253.79	4"
144 N Washington St	09-01-351-001	16	\$ 253.79	4"
145 Hauxwell Dr	09-01-351-004	32	\$ 507.58	4"
165 S Broadway St	09-02-483-005	32	\$ 507.58	4"
17 S Broadway St	09-02-481-003	16	\$ 253.79	4"
201 N Lapeer St	09-02-406-009	64	\$ 1,085.57	6"
207 N Slater St	09-02-439-006	120	\$ 1,903.44	4"
209 E Flint St	09-02-479-003	16	\$ 253.79	4"
209 E Flint St	09-02-479-003	32	\$ 507.58	4"
209 E Jackson St	09-02-440-006	32	\$ 507.58	4"
21 E Church St	09-02-434-007	100	\$ 1,586.20	4"
211 E Church St	09-02-436-005	32	\$ 507.58	4"
218 N Anderson St	09-02-439-002	16	\$ 253.79	4"
225 E Shadbolt St	09-02-444-006	16	\$ 253.79	4"
229 E Jackson St	09-02-440-007	32	\$ 507.58	4"
229 E Jackson St	09-02-440-007	16	\$ 253.79	4"
230 E Church St	09-02-440-003	32	\$ 507.58	4"
240 E Flint St	09-02-485-004	40	\$ 678.48	4"
242 N Anderson St	09-02-439-001	32	\$ 507.58	6"
248 N Lapeer St	09-02-437-001	32	\$ 507.58	4"
248 N Lapeer St	09-02-437-001	16	\$ 253.79	4"
249 N Lapeer St	09-02-406-006	64	\$ 1,015.17	4"
250 N Park Blvd	09-02-406-025	40	\$ 634.48	4"
28 N Slater St	09-02-479-002	32	\$ 507.58	4"
28 N Slater St.	09-02-479-002	96	\$ 1,522.75	4"
305 E Jackson St	09-01-301-015	40	\$ 634.48	4"
305 E Jackson St	09-01-301-015	32	\$ 507.58	4"
317 E Jackson St	09-01-301-026	16	\$ 253.79	4"
330 N Anderson St	09-02-435-002	80	\$ 1,268.96	4"
357 E Flint St	09-01-353-008	32	\$ 507.58	4"
357 E Flint St	09-01-353-008	32	\$ 507.58	4"

40 N Washington St	09-01-353-001	40	\$	634.48	4"
42 W Church St	09-02-433-004	32	\$	507.58	4"
437 e Flint St	09-01-354-007	48	\$	761.38	4"
44 E Shadbolt St	09-02-477-009	32	\$	507.58	4"
44 E Shadbolt St	09-02-477-009	32	\$	507.58	4"
44 N Slater St	09-02-479-001	64	\$	1,015.17	4"
450 N Park Blvd	09-02-403-013	20	\$	317.24	4"
47 E Flint St	09-02-477-016	160	\$	2,537.92	4"
505 E Flint St	09-01-302-023	16	\$	253.79	4"
505 E Flint St	09-01-302-023	40	\$	634.48	4"
52 S Slater St	09-02-484-009	40	\$	634.48	4"
55 W Elizabeth St	09-02-403-019	50	\$	793.10	4"
540 E Flint St	09-01-356-003	25	\$	396.55	4"
567 E Flint St	09-01-302-027	64	\$	1,015.17	4"
59 N Washington St	09-02-479-005	32	\$	507.58	4"
80 Perry St	09-01-355-027	50	\$	793.10	4"



48680 Van Dyke, Shelby Township, MI 48317  
(586) 739-0939

PROJECT: Lake Orion Sidewalk Gaps PRELIMINARY ESTIMATE OF COST  
PROJECT NO: O676

DATE: 2/17/2025

NO.	DESCRIPTION	QTY.	UNIT	UNIT COST	TOTAL COST
<b>CHURCH ST. (BROADWAY TO LAPEER)</b>					
1	MOBILIZATION	1	LS	\$1,700.00	\$1,700.00
2	REMOVE LANDSCAPE TIMBERS	45	LF	\$25.00	\$1,125.00
3	REMOVE 4" CONCRETE SIDEWALK	12	SF	\$3.50	\$42.00
4	REMOVE SIDEWALK RAMP	30	SF	\$4.00	\$120.00
5	REMOVE CONCRETE CURB AND GUTTER	35	LF	\$11.00	\$385.00
6	REMOVE ASPHALT PAVEMENT	300	SF	\$2.50	\$750.00
7	EARTHWORK	1	LS	\$1,200.00	\$1,200.00
8	6" ASPHALT PAVEMENT	300	SF	\$9.50	\$2,850.00
9	6" 21AA AGGREGATE BASE	300	SF	\$2.50	\$750.00
10	IMPORT MDOT CLASS II SAND	10	CY	\$65.00	\$650.00
11	IRRIGATION ALLOWANCE	1	LS	\$450.00	\$450.00
12	12" ADS-N-12 PIPE	125	LF	\$40.00	\$5,000.00
13	2' DIA. INLET	1	EA	\$2,000.00	\$2,000.00
14	TAP EXISTING STRUCTURE	1	EA	\$1,500.00	\$1,500.00
15	GRAVEL SHOULDER	5	CY	\$35.00	\$175.00
16	4" CONCRETE SIDEWALK WITH 4" SAND BASE	1,065	SF	\$6.65	\$7,082.25
17	6" CONCRETE WITH 4" 21AA AGG. BASE	85	SF	\$8.00	\$680.00
18	18" CONCRETE CURB AND GUTTER	15	LF	\$20.00	\$300.00
19	A.D.A. HANDICAP RAMP	3	EA	\$900.00	\$2,700.00
20	CROSSWALK STRIPING	60	LF	\$4.00	\$240.00
21	SEED AND MULCH	300	SY	\$3.00	\$900.00
22	DETECTABLE WARNING	8	LF	\$40.00	\$320.00
23	LANDSCAPE RESTORATION ALLOWANCE	1	LS	\$800.00	\$800.00
24	INLET FILTERS	2	EA	\$200.00	\$400.00
25	SILT FENCE	400	FT	\$2.00	\$800.00
26	PLANT MIX FOR BEDS (12" DEPTH)	5	CY	\$15.00	\$75.00
CHURCH ST. (BROADWAY TO LAPEER) SUBTOTAL =					\$30,919.25
CONTINGENCY (20%)					\$6,183.85
ENGINEERING ALLOWANCE					\$6,183.85
CONSTRUCTION ADMIN / INSPECTION					\$3,091.93
CHURCH ST. (BROADWAY TO LAPEER) TOTAL =					\$46,378.88



48680 Van Dyke, Shelby Township, MI 48317  
(586) 739-0939

PROJECT: Lake Orion Sidewalk Gaps PRELIMINARY ESTIMATE OF COST  
PROJECT NO: O676 - Hauxwell Drive

DATE: 2/17/2025

NO.	DESCRIPTION	QTY.	UNIT	UNIT COST	TOTAL COST
<b>HAUXWELL DRIVE (FLINT ST TO DEAD END)</b>					
1	MOBILIZATION	1	LS	\$9,000.00	\$9,000.00
2	REMOVE TREE 6"-18" DIA.	14	EA	\$600.00	\$8,400.00
3	REMOVE TREES 19"-36" DIA.	3	EA	\$1,200.00	\$3,600.00
4	REMOVE LANDSCAPE TIMBERS	16	LF	\$25.00	\$400.00
5	REMOVE 4" CONCRETE SIDEWALK	926	SF	\$3.50	\$3,241.00
6	REMOVE CONCRETE PAVEMENT	755	SF	\$3.00	\$2,265.00
7	REMOVE ASPHALT PAVEMENT	1,520	SF	\$2.50	\$3,800.00
8	SAWCUT 4" PAVEMENT	920	LF	\$2.35	\$2,162.00
9	REMOVE LANDSCAPE PAVERS/BRICKS	205	SF	\$10.00	\$2,050.00
10	RELOCATE UTILITY POLE	8	EA	\$1,000.00	\$8,000.00
11	EARTHWORK	1	LS	\$9,000.00	\$9,000.00
12	IRRIGATION ALLOWANCE	1	LS	\$1,200.00	\$1,200.00
13	ADJUST STRUCTURE COVER	5	EA	\$1,000.00	\$5,000.00
14	4" CONCRETE SIDEWALK WITH 4" SAND BASE	15,367	SF	\$6.65	\$102,190.55
15	6" CONCRETE WITH 4" 21AA AGG. BASE	2,945	SF	\$8.00	\$23,560.00
16	A.D.A. HANDICAP RAMP	16	EA	\$900.00	\$14,400.00
17	CROSSWALK STRIPING	94	LF	\$4.00	\$376.00
18	SEED AND MULCH	1,909	SY	\$3.00	\$5,727.00
19	DETECTABLE WARNING	112	LF	\$40.00	\$4,480.00
20	LANDSCAPE RESTORATION ALLOWANCE	1	LS	\$1,800.00	\$1,800.00
21	INLET FILTERS	8	EA	\$200.00	\$1,600.00
22	SILT FENCE	3,500	FT	\$2.00	\$7,000.00
HAUXWELL DRIVE (FLINT ST TO DEAD END) SUBTOTAL =					\$219,251.55
CONTINGENCY (20%)					\$43,850.31
ENGINEERING ALLOWANCE					\$43,850.31
CONSTRUCTION ADMIN / INSPECTION					\$21,925.16
HAUXWELL DRIVE (FLINT ST TO DEAD END) TOTAL =					\$328,877.33

THE ABOVE IS AN ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COSTS FOR THE SITE. NO GUARANTEE IS EXPRESSED OR IMPLIED CONCERNING THEIR ACCURACY OR COMPLETENESS. FINAL/ACTUAL CONSTRUCTION COSTS WILL VARY FROM THE NUMBERS PRESENTED HEREIN SINCE ACTUAL CONSTRUCTION COSTS WILL BE DETERMINED BY CONTRACTORS THROUGH A BIDDING PROCESS OR OTHER OWNER SELECTION PROCESS.



48680 Van Dyke, Shelby Township, MI 48317  
(586) 739-0939

PROJECT: N. Slater - Jackson to Church PRELIMINARY ESTIMATE OF COST  
PROJECT NO: O676

DATE: 2/17/2025

NO.	DESCRIPTION	QTY.	UNIT	UNIT COST	TOTAL COST
<b>N. SLATER ST. (JACKSON TO CHURCH)</b>					
1	MOBILIZATION	1	LS	\$1,700.00	\$1,700.00
2	REMOVE ASPHALT PAVEMENT	166	SF	\$2.50	\$415.00
3	REMOVE SIDEWALK RAMP	180	SF	\$4.00	\$720.00
4	REMOVE BRICK PAVERS	276	SF	\$6.00	\$1,656.00
5	EARTHWORK	1	LS	\$1,200.00	\$1,200.00
6	6" 21AA AGGREGATE BASE	80	SF	\$2.50	\$200.00
7	IMPORT MDOT CLASS II SAND	5	CY	\$65.00	\$325.00
8	IRRIGATION ALLOWANCE	1	LS	\$450.00	\$450.00
9	4" CONCRETE SIDEWALK WITH 4" SAND BASE	1,040	SF	\$6.65	\$6,916.00
10	6" CONCRETE WITH 4" 21AA AGG. BASE	160	SF	\$8.00	\$1,280.00
11	A.D.A. HANDICAP RAMP	5	EA	\$900.00	\$4,500.00
12	SEED AND MULCH	730	SY	\$3.00	\$2,190.00
13	DETECTABLE WARNING	20	LF	\$40.00	\$800.00
14	LANDSCAPE RESTORATION ALLOWANCE	1	LS	\$1,000.00	\$1,000.00
15	INLET FILTERS	3	EA	\$200.00	\$600.00
16	SILT FENCE	276	FT	\$2.00	\$552.00
17	REMOVE TREES 19"-36" DIA.	1	EA	\$8.00	\$8.00
18	CROSSWALK STRIPING	90	LF	\$20.00	\$1,800.00
N. SLATER ST. (JACKSON TO CHURCH) SUBTOTAL =					\$24,512.00
CONTINGENCY (20%)					\$4,902.40
ENGINEERING ALLOWANCE					\$4,902.40
CONSTRUCTION ADMIN / INSPECTION					\$2,451.20
N. SLATER ST. (JACKSON TO CHURCH) TOTAL =					\$36,768.00

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48680 Van Dyke, Shelby Township, MI 48317  
(586) 739-0939

PROJECT: Lake Orion Sidewalk Gaps PRELIMINARY ESTIMATE OF COST  
PROJECT NO: Washington St (Shadbolt to Jackson)

DATE: 2/17/2025

NO.	DESCRIPTION	QTY.	UNIT	UNIT COST	TOTAL COST
<b>WASHINGTON ST (SHADBOLT TO JACKSON)</b>					
1	MOBILIZATION	1	LS	\$1,100.00	\$1,100.00
2	REMOVE SIDEWALK RAMP	1	LS	\$1,200.00	\$1,200.00
3	REMOVE ASPHALT PAVEMENT	46	SF	\$2.50	\$115.00
4	REMOVE CONCRETE PAVEMENT	114	SF	\$3.00	\$342.00
5	EARTHWORK	1	LS	\$1,200.00	\$1,200.00
6	IRRIGATION ALLOWANCE	1	LS	\$450.00	\$450.00
7	4" CONCRETE SIDEWALK WITH 4" SAND BASE	1,040	SF	\$6.65	\$6,916.00
8	6" CONCRETE WITH 4" 21AA AGG. BASE	160	SF	\$8.00	\$1,280.00
9	A.D.A. HANDICAP RAMP	5	EA	\$900.00	\$4,500.00
10	CROSSWALK STRIPING	98	LF	\$4.00	\$392.00
11	SEED AND MULCH	730	SY	\$3.00	\$2,190.00
12	DETECTABLE WARNING	12	LF	\$40.00	\$480.00
13	LANDSCAPE RESTORATION ALLOWANCE	1	LS	\$800.00	\$800.00
14	INLET FILTERS	3	EA	\$200.00	\$600.00
15	SILT FENCE	231	FT	\$2.00	\$462.00
16	IMPORT MDOT CLASS II SAND	5	CY	\$65.00	\$325.00
17	REMOVE TREE 6"-18" DIA.	1	EA	\$600.00	\$600.00
WASHINGTON ST (SHADBOLT TO JACKSON) SUBTOTAL =					\$22,952.00
CONTINGENCY (20%)					\$4,590.40
ENGINEERING ALLOWANCE					\$4,590.40
CONSTRUCTION ADMIN / INSPECTION					\$2,295.20
WASHINGTON ST (SHADBOLT TO JACKSON) TOTAL =					\$34,428.00

THE ABOVE IS AN ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COSTS FOR THE SITE. NO GUARANTEE IS EXPRESSED OR IMPLIED CONCERNING THEIR ACCURACY OR COMPLETENESS. FINAL/ACTUAL CONSTRUCTION COSTS WILL VARY FROM THE NUMBERS PRESENTED HEREIN SINCE ACTUAL CONSTRUCTION COSTS WILL BE DETERMINED BY CONTRACTORS THROUGH A BIDDING PROCESS OR OTHER OWNER SELECTION PROCESS.

Easement for walk may be needed. Mailboxes will need to be house mounted.



48680 Van Dyke, Shelby Township, MI 48317  
(586) 739-0939

PROJECT: Lake Orion Sidewalk Gaps PRELIMINARY ESTIMATE OF COST  
PROJECT NO: O676 FLORENCE ST

DATE: 2/17/2025

NO.	DESCRIPTION	QTY.	UNIT	UNIT COST	TOTAL COST
<b>FLORENCE ST. (FLINT TO BLANCHE SIMS SCHOOL)</b>					
1	MOBILIZATION	1	LS	\$1,600.00	\$1,600.00
2	REMOVE-REPLACE MAILBOX/SIGN	9	EA	\$125.00	\$1,125.00
3	REMOVE SIDEWALK RAMP	130	SF	\$4.00	\$520.00
4	REMOVE TREE 6"-18" DIA.	1	EA	\$600.00	\$600.00
5	REMOVE SHRUB	1	EA	\$200.00	\$200.00
6	REMOVE ASPHALT PAVEMENT	290	SF	\$2.50	\$725.00
7	REMOVE CONCRETE PAVEMENT	100	SF	\$3.00	\$300.00
8	EARTHWORK	1	LS	\$1,800.00	\$1,800.00
9	IRRIGATION ALLOWANCE	1	LS	\$600.00	\$600.00
10	4" CONCRETE SIDEWALK WITH 4" SAND BASE	2,685	SF	\$6.65	\$17,855.25
11	6" CONCRETE WITH 4" 21AA AGG. BASE	450	SF	\$8.00	\$3,600.00
12	A.D.A. HANDICAP RAMP	2	EA	\$900.00	\$1,800.00
13	CROSSWALK STRIPING	60	LF	\$4.00	\$240.00
14	SEED AND MULCH	560	SY	\$3.00	\$1,680.00
15	DETECTABLE WARNING	22	LF	\$40.00	\$880.00
16	LANDSCAPE RESTORATION ALLOWANCE	1	LS	\$800.00	\$800.00
17	INLET FILTERS	4	EA	\$200.00	\$800.00
18	SILT FENCE	538	FT	\$2.00	\$1,076.00
FLORENCE ST. (FLINT TO BLANCHE SIMS SCHOOL) SUBTOTAL =					\$36,201.25
CONTINGENCY (20%)					\$7,240.25
ENGINEERING ALLOWANCE					\$7,240.25
CONSTRUCTION ADMIN / INSPECTION					\$3,620.13
FLORENCE ST. (FLINT TO BLANCHE SIMS SCHOOL) TOTAL =					\$54,301.88

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**Easement for walk may be needed. Mailboxes will need to be house mounted.**

Property Address	Flags Needed	Description	Link to photo
101 W Church St	3	Sinking	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43950175&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43950175&amp;districtId=300</a>
103 N Broadway St	1	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563885&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563885&amp;districtId=300</a>
111 E Flint St	3	Uneven surfaces, Cracks	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952785&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952785&amp;districtId=300</a>
111 W Church St	8	Cracks	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43949993&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43949993&amp;districtId=300</a>
117 E Church St	4	Alligator cracking	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563928&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563928&amp;districtId=300</a>
120 S Broadway St	1	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952724&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952724&amp;districtId=300</a>
123 S Slater St	1	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952811&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952811&amp;districtId=300</a>
140 E Flint St.	1	Settling, Cracks	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952813&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952813&amp;districtId=300</a>
140 E Flint St.	1	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952814&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952814&amp;districtId=300</a>
140 E Jackson St	2	Settling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952827&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952827&amp;districtId=300</a>
144 N Washington St	1	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952839&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952839&amp;districtId=300</a>
144 N Washington St	1	Settling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952840&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952840&amp;districtId=300</a>
144 N Washington St	1	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952841&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952841&amp;districtId=300</a>
145 Hauxwell Dr	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952838&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952838&amp;districtId=300</a>
165 S Broadway St	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952715&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952715&amp;districtId=300</a>
17 S Broadway St	1	Vertical displacement	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952722&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952722&amp;districtId=300</a>
201 N Lapeer St	4	Cracks, Settling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563879&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563879&amp;districtId=300</a>
207 N Slater St	6	Heaving, Settling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563919&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563919&amp;districtId=300</a>
209 E Flint St	1	settling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952795&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952795&amp;districtId=300</a>
209 E Flint St	2	Settling, Cracks	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952797&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952797&amp;districtId=300</a>
209 E Jackson St	2	Settling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952830&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952830&amp;districtId=300</a>
21 E Church St	4	Cracked	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563843&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563843&amp;districtId=300</a>
211 E Church St	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563927&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563927&amp;districtId=300</a>
218 N Anderson St	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563917&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563917&amp;districtId=300</a>
225 E Shadbolt St	1	Cracks	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563901&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563901&amp;districtId=300</a>
229 E Jackson St	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952831&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952831&amp;districtId=300</a>
229 E Jackson St	1	Settling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952832&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952832&amp;districtId=300</a>
230 E Church St	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563921&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563921&amp;districtId=300</a>
240 E Flint St	2	settling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952808&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952808&amp;districtId=300</a>

242 N Anderson St	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952846&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952846&amp;districtId=300</a>
248 N Lapeer St	2	Cracked	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952857&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952857&amp;districtId=300</a>
248 N Lapeer St	1	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952861&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952861&amp;districtId=300</a>
249 N Lapeer St	2	uneven surface/heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43950318&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43950318&amp;districtId=300</a>
250 N Park Blvd	2	Settling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563864&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563864&amp;districtId=300</a>
28 N Slater St	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952794&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952794&amp;districtId=300</a>
28 N Slater St.	6	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952792&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952792&amp;districtId=300</a>
305 E Jackson	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952834&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952834&amp;districtId=300</a>
305 E Jackson St	2	Settling, Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952836&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952836&amp;districtId=300</a>
317 E Jackson St	1	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952837&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952837&amp;districtId=300</a>
330 N Anderson St	4	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563914&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563914&amp;districtId=300</a>
357 E Flint St	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952771&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952771&amp;districtId=300</a>
357 E Flint St	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952772&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952772&amp;districtId=300</a>
40 N Washington St	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952804&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952804&amp;districtId=300</a>
42 W Church St	2	Cracked	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952850&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952850&amp;districtId=300</a>
437 e Flint St	3	Settling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952774&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952774&amp;districtId=300</a>
44 E Shadbolt St	2	uneven surface	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563887&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563887&amp;districtId=300</a>
44 E Shadbolt St	2	Not Selected	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563896&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563896&amp;districtId=300</a>
44 N Slater St	4	Cracks, Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952788&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952788&amp;districtId=300</a>
450 N Park Blvd	1	Cracked	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563859&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563859&amp;districtId=300</a>
47 E Flint St	8	Cracks	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563931&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563931&amp;districtId=300</a>
505 E Flint St	1	Settling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952753&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952753&amp;districtId=300</a>
505 E Flint St	2	Settling, Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952755&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952755&amp;districtId=300</a>
52 S Slater St	2	settling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952812&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952812&amp;districtId=300</a>
55 W Elizabeth St	2	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43563855&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43563855&amp;districtId=300</a>
566 E Flint St	1	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952760&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952760&amp;districtId=300</a>
567 E Flint St	4	Heaving	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952758&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952758&amp;districtId=300</a>
59 N Washington St	2	Cracks	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=43952800&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=43952800&amp;districtId=300</a>
80 Perry St	2	pooling	<a href="https://ast.silversmithinc.com/maintenance.php?deviceId=44998841&amp;districtId=300">https://ast.silversmithinc.com/maintenance.php?deviceId=44998841&amp;districtId=300</a>

# Sidewalk Connections list

## District 1 Village of Lake Orion

Church St- between Broadway and Lapeer St s. side of Rd.

Hauxwell St – from Flint St both sides all the way north

N Slater St.- from Jackson to church east side of Rd.

Washington St.- from Shadbolt to Jackson east side of Rd.

Florence St- Flint St north into Blanche Simms Elementary

# DISTRICT #1 SIDEWALK PROJECT SCHEDULE

1. **January 27, 2025** – Adoption of Sidewalk Improvement Program Policy
2. **January 27, 2025** – Adopt resolution scheduling Sidewalk Improvement Program District #1 Project needs public hearing for February 10, 2025, to provide an opportunity for affected property owners to protest the need to repair sidewalk abutting their properties
3. **January 28, 2025** – Administration will mail out notices to affected property owners regarding the public hearing and the proposed improvements to sidewalk abutting their properties
4. **February 10, 2025** – Village Council conducts a needs public hearing, receives comments on the proposed sidewalk improvements from affected property owners, and either adopts, rejects, or modifies and adopts a resolution determining that the public convenience or necessity requires that any sidewalk shall be considered for improvement and directing the Village Manager to file with the Village Clerk an estimate in writing showing the number of square feet of sidewalk required to be built or rebuilt adjacent to each lot or parcel or parcels of land
5. **February 20, 2025** – Village Administration submits to the Village Clerk an estimate in writing showing the number of square feet of sidewalk required to be built or rebuilt adjacent to each lot or parcel or parcels of land named in the Council resolution
6. **February 21, 2025** – Village Clerk delivers copy of Council resolution and Village Administration’s estimate to each affected property owner
7. **February 24, 2025** – Village Administration submits estimate to the Village Council for consideration; Council accepts or rejects estimate, and, if accepting, directs the Village Manager to prepare bid specifications and contract documents and to proceed to competitively bid the sidewalk improvement project
8. **March 24, 2025** – Village Administration submits bid results to Village Council, together with an estimate of the cost of improvement to sidewalk abutting each affected property; Council directs the Village Assessor to prepare special assessment roll; Council schedules public hearing on special assessment roll for April 28, 2025
9. **March 25, 2025** – Village Clerk sends notice of special assessment roll public hearing together with description of sidewalk improvements abutting each affected property together with estimate of cost
10. **April 28, 2025** – Council conducts special assessment roll public hearing and adopts resolution determining to proceed with project; Council awards contract for sidewalk improvements
11. **July 1, 2025** – Special assessments billed with taxes; due by August 31, 2025
12. **July – August 2025** – Sidewalk Improvement Project District #1 improvements completed