



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: April 28, 2025

TOPIC Hearing on Proposed Special Assessment Roll – Sidewalk Improvement Program (SWIP) 2025 District #1

BACKGROUND BRIEF:

Village Council is scheduled to conduct a hearing to receive comments and objections to the proposed special assessment roll for the Village of Lake Orion Sidewalk Improvement Program (SWIP) 2025 District #1 Project. The Assessor prepared the proposed special assessment roll based on the unit prices contained in the third low bid (JS Development LLC) to ensure that the special assessment numbers would be equal to or greater than the final assessments to avoid duplication of the special assessment hearing process. Attached is the original proposed special assessment roll. A notice of the public hearing was published in the Lake Orion Review newspaper and a notice letter was sent to all affected property owners.

The SWIP 2025 District #1 Project involves the removal and replacement of deficient sidewalk slabs abutting 45 properties within the district, with the property owners responsible for the costs associated with the improvements. In addition, sidewalk handicapped accessible ramps will be removed and replaced at two street intersection locations, with the Village paying the cost for those ramps. The Village will also be paying the difference in cost for the sidewalk abutting 47 E. Flint Street on one side and the Village street parking on the other, since the additional cost is associated with required additional material to bumper vehicles from the sidewalk.

Costs of sidewalks abutting private property will be specially assessed against those benefitting properties, with special assessments to be spread over three years in \$500 increments. The balance of assessments not paid in full in the first year will be subject to interest at a rate of 6% per annum. Property owners may pay their assessments in full by the 2025 summer tax due date and incur no interest costs. Property owners may also opt out of the Village's improvement program by notifying the Village in writing by April 28, 2025, and completing the repairs themselves in accordance with Village engineering design and construction standards by the deadline established by the Village but will need to pull and pay for individual permits and arrange and pay for inspections.

Since preparation of the original proposed assessment roll, the Village Engineer has confirmed that the low bidder is the responsible and responsive low bidder and is qualified to perform the work. Attached is the Engineer's letter of recommendation. As a result, the final special assessment numbers for each affected property will be lower than those contained in the notices sent to property owners and

contained in the original assessment roll. The Council will need to direct that a corrected special assessment roll be prepared if Council determines to proceed with the project. Public Works Director Sanchez has prepared the revised cost calculations for each property for the information of Council, and the list is attached.

The final special assessment roll, as well as the award of the contract, will be placed on Council's May 10 regular meeting agenda for consideration if Council determines to proceed with the project.

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.

02/24/2025 – Council accepted 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 directed 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.

03/24/2025 – Council directed the Assessor to prepare the proposed special assessment roll for the 2025 Sidewalk Improvement Program – District #1 utilizing the unit costs contained in low bid #3 from JS Development LLC for the purpose of calculating the proposed special assessments for each parcel. Council also scheduled a public hearing on the proposed special assessment roll for 2025 Sidewalk Improvement Program (SWIP) – District #1 for Monday, April 28, 2025, at 7:30 PM, and directed the Village Clerk to publish and mail the required notices regarding the same.

FINANCIAL IMPACT:

The total contract price for the sidewalk improvements will be \$17,607.00. The Village's share of the cost is \$2,272. The remaining \$15,335 will be specially assessed against benefitting properties, with special assessments to be spread over three years in \$500 increments. The balance of assessments not paid in full in the first year will be subject to interest at a rate of 6% per annum. Property owners may pay their assessments in full by the 2025 summer tax due date and incur no interest costs. Property owners may also opt out of the Village's improvement program by notifying the Village in writing by April 28, 2025, and completing the repairs themselves in accordance with Village engineering design and construction standards by the deadline established by the Village but will need to pull and pay for individual permits and arrange and pay for inspections.

RECOMMENDED MOTION:

To direct the Assessor to correct the Sidewalk Improvement Program (SWIP) 2025 – District #1 proposed special assessment roll utilizing the low bid unit costs submitted by Santos Concrete 1, Inc., of Lincoln Park, Michigan, for consideration for confirmation by the Village Council at its May 12, 2025, regular meeting.