



DDA ACTION SUMMARY SHEET

MEETING DATE: December 16 2025

TOPIC Electrical Extras - DPW contract (informational)

BACKGROUND BRIEF:

As an obligation under our existing contract with the Village of Lake Orion – DPW we have contracted for electrical maintenance of the downtown streetscape. It has been brought to our attention that the DPW is not trained to perform certain electrical repairs, and the invoice(s) for those has been passed through for our payment.

Leadership is seeking acknowledgement of the expenses via receive and file as the amounts require adherence to our spending policies.

This acknowledged awareness of limitations may be considered in the annual review of the contract.

FINANCIAL IMPACT:

Upon filing, the total additional expense(s) in the amount of \$1,544.32 shall be processed in the December 22, 2025 check run from the Design Committee budget - GL248-726-801-000 – Contractual Services

RECOMMENDED MOTION:

Move to acknowledge and authorize the additional expense as set forth in the memorandum and attachment, and to receive and file the information.