COUNCIL ACTION SUMMARY SHEET

MEETING DATE: June 8, 2026

TOPIC Hearing on Proposed Special Assessment Roll – Sidewalk Improvement Program (SWIP) 2026 District #2

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) 2026 District #2 Project. The proposed special assessment roll is based on the unit prices contained in the third low bid 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. 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 2026 District #2 Project involves the removal and replacement of deficient sidewalk slabs abutting within the district, with the property owners responsible for the costs associated with the improvements. In addition, any deficient sidewalk handicapped accessible ramps will be removed and replaced at the Village's cost.

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 2026 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 June 8, 2026, 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 assessments, 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. Public Works Director Sanchez has prepared the revised cost calculations for each property for the information of Council, and the list is attached.

SUMMARY OF PREVIOUS COUNCIL ACTION:

02/09/2026 – Council accepted the Proposal for Professional Services from Nowak & Fraus Engineers dated December 22, 2025, relating to design and construction engineering services for Year 2026 Sidewalk Improvement Program, District 2, not to include any services for sidewalk gaps, in the total amount of $5,800.00 plus construction inspection and testing fees; and authorized the Village Manager to execute the acceptance and approval of the proposal on behalf of the Village.

03/23/2026 – Council held a public hearing on the necessity of the 2026 Sidewalk Improvement Program (SWIP) District #2 Project; adopted a finding that the 2026 Sidewalk Improvement Program (SWIP) District #2 as presented is necessary; and directed the Village Manager to complete the design, bid, and contract specifications and to competitively bid the 2026 Sidewalk Improvement Program (SWIP) District #2 project and to cause to have a proposed special assessment roll prepared based on the bid results.

FINANCIAL IMPACT:

The total contract price for the sidewalk improvements will be $43,411.93. The costs will be specially assessed against benefitting properties, with special assessments to be spread over three years in a minimum of $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 2026 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 June 8, 2026, 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:

#1 – To open the public hearing on the 2026 Sidewalk Improvement Program (SWIP) District #2 proposed special assessment roll.

#2 – To close the public hearing on the 2026 Sidewalk Improvement Program (SWIP) District #2 proposed special assessment roll.

#3 - To direct the Assessor to prepare the 2026 Sidewalk Improvement Program (SWIP) District #2 special assessment roll utilizing the low bid unit costs submitted by Italia Construction, Inc., with special assessments to be in as nearly equal installments over three (3) years as possible in minimum $500.00 annual assessments, and to proceed to spread the special assessments upon the Village of Lake Orion 2026, 2027, and 2028 summer tax rolls as necessary.