



VILLAGE OF LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY
21 East Church Street, Lake Orion, MI 48362

The mission of the Lake Orion DDA is to enhance the economic potential and preserve the historical character of the Lake Orion DDA District, the heart and hub of the Orion Community, through promotional activities and an organizational structure that focuses on community involvement with local businesses, residents, and other stakeholders.

MINUTES

REGULAR MEETING OF THE LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY BOARD OF DIRECTORS

Tuesday, October 17, 2023

6:30 PM

Lake Orion Village Hall Council Chambers

21 East Church Street

LAKE ORION, MI 48362

(248) 693-8391 ext. 102

I Call to Order

The Tuesday, October 17, 2023 Regular 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 Vice Chairperson Sam Caruso at 6:30 PM.

II Roll Call and Determination of Quorum

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

STAFF PRESENT:

- Molly LaLone, DDA Executive Director
- Darwin McClary, Village Manager
- Sonja Stout, Director of Finance/Treasurer/Recording Secretary

III Approval of Minutes

1. DDA Board Regular Meeting Minutes - September 19, 2023

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Barnett, Board Member
SECONDER:	Alaina Campbell, Board Member
AYES:	Caruso, Lorant, Barnett, Campbell, Medina
ABSENT:	Matt Shell
EXCUSED:	Debbie Burgess, Lloyd Coe, Jerry Narsh

RESOLVED: To approve the Downtown Development Authority Board Regular meeting minutes of Tuesday, September 19, 2023 as presented.

2. DDA Board Regular Meeting Minutes - September 29, 2023

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Barnett, Board Member
SECONDER:	Henry Lorant, Secretary
AYES:	Caruso, Lorant, Barnett, Campbell, Medina
ABSENT:	Matt Shell
EXCUSED:	Debbie Burgess, Lloyd Coe, Jerry Narsh

RESOLVED: To approve the Downtown Development Authority Board Special meeting minutes of Tuesday, September 29, 2023 as presented.

IV. Call to the Public

Let the record show no public comments were received.

V. Consent Agenda

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Barnett, Board Member
SECONDER:	Henry Lorant, Secretary
AYES:	Caruso, Lorant, Barnett, Campbell, Medina
ABSENT:	Matt Shell
EXCUSED:	Debbie Burgess, Lloyd Coe, Jerry Narsh

1. Annual Year End Main Street Evaluation Schedule

RESOLVED: To approve the attached Main Street Community Assessment Visit Agenda, scheduled for February 6, 2024.

2. Director's Report

RESOLVED: To receive and file the DDA Executive Director's Report for October, 2023.

3. Committee Minutes & Workplan and Event Updates

RESOLVED: To receive and File the Committee Meeting Minutes & Event updates.

4. Financial Reports

RESOLVED: To receive and file the financial reports for September 2023.

VI. Approval of Agenda

1. **Motion to:** approve the Tuesday, October 17, 2023 regular meeting agenda for the Lake Orion Downtown Development Authority.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Alaina Campbell, Board Member
SECONDER:	Henry Lorant, Secretary
AYES:	Caruso, Lorant, Barnett, Campbell, Medina
ABSENT:	Matt Shell
EXCUSED:	Debbie Burgess, Lloyd Coe, Jerry Narsh

VII. Financial Matters

1. Bill Approval

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Barnett, Board Member
SECONDER:	Henry Lorant, Secretary
AYES:	Caruso, Lorant, Barnett, Campbell, Medina
ABSENT:	Matt Shell
EXCUSED:	Debbie Burgess, Lloyd Coe, Jerry Narsh

RESOLVED: To approve disbursements in the amount of \$77,607.19 for September, 2023.

2. DDA 2023-2024 Budget Amendment - Lake Orion Lumberyard Demolition & Land Improvement

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Alaina Campbell, Board Member
SECONDER:	Henry Lorant, Secretary
AYES:	Caruso, Lorant, Barnett, Campbell, Medina
ABSENT:	Matt Shell
EXCUSED:	Debbie Burgess, Lloyd Coe, Jerry Narsh

RESOLVED: To increase 301-901-950-000 Demolition & Land Improvement by \$300,000 and;

To increase 301-000-671-999 Appropriation from Fund Balance by \$300,000.

DDA 2023-2024 Budget Amendment - Lake Orion Lumberyard Demolition & Land Improvement

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Alaina Campbell, Board Member
SECONDER:	Chris Barnett, Board Member
AYES:	Caruso, Lorant, Barnett, Campbell, Medina
ABSENT:	Matt Shell
EXCUSED:	Debbie Burgess, Lloyd Coe, Jerry Narsh

RESOLVED: To authorize forwarding the budget amendments to the Village Council for approval.

VIII. New and Old Business

1. Property Acquisition - Lake Orion Lumberyard Project

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Alaina Campbell, Board Member
SECONDER:	Chris Barnett, Board Member
AYES:	Caruso, Lorant, Barnett, Campbell, Medina
ABSENT:	Matt Shell
EXCUSED:	Debbie Burgess, Lloyd Coe, Jerry Narsh

RESOLVED: To approve \$36,000 of Earnest money to go to Seller in exchange for due diligence phase extension and to bring the taxes current,

2. Development Update - Lake Orion Gateway Project (Lumberyard)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Alaina Campbell, Board Member
SECONDER:	Henry Lorant, Secretary
AYES:	Caruso, Lorant, Barnett, Campbell, Medina
ABSENT:	Matt Shell
EXCUSED:	Debbie Burgess, Lloyd Coe, Jerry Narsh

RESOLVED: To hire AKA Architects to review proposals with the review team, not to exceed \$2500.00 from 301-901-950-000

3. Approval of Dumpster Enclosure Construction RFQ

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Chris Barnett, Board Member
SECONDER:	Alaina Campbell, Board Member
AYES:	Caruso, Lorant, Barnett, Campbell, Medina
ABSENT:	Matt Shell
EXCUSED:	Debbie Burgess, Lloyd Coe, Jerry Narsh

RESOLVED: To authorize DDA Director to seek a design built proposals for the dumpster enclosure next to 120 S. Broadway which will be reviewed before our next DDA meeting by the committee of Hank Lorant, Sally Medina and Chris Barnett.

4. VLO Request - Meeks Park and Children's Park Pedestrian Bridges

RESULT:	POSTPONED [UNANIMOUS]	Next: 12/19/2023 6:30 PM
MOVER:	Sam Caruso, Vice Chairperson	
SECONDER:	Henry Lorant, Secretary	
AYES:	Burgess, Caruso, Lorant, Barnett, Campbell, Medina	
ABSENT:	Matt Shell	
EXCUSED:	Lloyd Coe, Jerry Narsh	

RESOLVED: To postpone the VLO Request - Meeks Park and Children's Park Pedestrian Bridges to the next meeting.

5. VLO Request - Street Sweeping Services

RESULT:	POSTPONED [UNANIMOUS]
MOVER:	Chris Barnett, Board Member
SECONDER:	Henry Lorant, Secretary
AYES:	Caruso, Lorant, Barnett, Campbell, Medina
ABSENT:	Matt Shell
EXCUSED:	Debbie Burgess, Lloyd Coe, Jerry Narsh

RESOLVED: Postpone the VLO- Street Sweeping Services to a future dated meeting to be determined by the Village Manager and DDA Director.

IX. Reports, Resolutions and Recommendations

A. Executive Director

Verbal Director Report

DDA Executive Director LaLone reported on the following:

- Outdoor movie.

- Cemetery tours.
- Halloween Extravaganza.
- 2nd annual Witches Night.
- Mainstreet evaluation meeting is February 7th, 2024.
- Thanked all person(s) appointed to the DDA board, current and past members for coming together to complete the DDA goals and vision for Lake Orion despite various challenges throughout the many years.
- November 7th, 2023 election and the spoke of the verbiage on the ballot.
- Read the postcard language that will be mailed to village residents.

B. Village Manager

Verbal Village Manager report

Village Manager reported on the following:

- Thanked Chris Barnett and Jerry Narsh for the State of the Community address that he attended.
- Thanked DDA on "Here Lies Lake Orion" cemetery tour.
- Business owners have expressed concerns to DTE in regards to recent power outages that have been affecting local business owners. DTE has possible dates available October 25, 2023 and October 26, 2023 for possible meeting dates to discuss the concerns with DTE. Coordinate with DDA director to narrow down date and times that work for business owners.

X. Call to the Public

Brian Winter, 120 S. Broadway, created the website "SavetheLakeOrionDDA.com" as an independent group. He apologized for using the DDA logo which was posted in error in the website creation state. Spoke about voting "NO" on the ballot in the future election on November 7th, 2023. Came up with the idea for the DDA to create an event to come together as a community after the election to bring everyone together.

XI. Board Comments and Training Feedback

Board member Barnett stated Lake Orion DDA would not be what it is without the investment of many hours put in by local business owners over previous years. He encouraged the residents to get educated and go out and vote on November 7th, 2023. He believes Lake Orion downtown would be devastated without the DDA. Mentioned you can vote 9 days early in the Township Hall.

Board member Medina thanked Village Manager McClary for connecting with DTE in regards to power outages for local business owners.

Secretary Lorant agreed with Board Member Barnett with the improvements that have been made in the past years for the downtown area.

Board Member Campbell spoke about the improvements in the past years in the downtown area and how the improvements have brought in more investments to the Village based on smart moves made by the DDA and the Village. She spoke about being proud of the DDA board and encourages residents to support the DDA.

Vice Chairperson Caruso spoke about major milestones that the DDA has accomplished in the past years. Went over how voting “NO” means “YES” in saving the DDA on November 7th, 2023 ballot.

XII Next Regular Meeting - November 21, 2023

Vice Chairperson Caruso stated the next DDA regular meeting will be on November 21, 2023.

XIII Adjournment

Motion to: adjourn the Tuesday, October 17, 2023 regular meeting of the Downtown Development Authority Board.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chris Barnett, Board Member
SECONDER:	Henry Lorant, Secretary
AYES:	Caruso, Lorant, Barnett, Campbell, Medina
ABSENT:	Matt Shell
EXCUSED:	Debbie Burgess, Lloyd Coe, Jerry Narsh

The October 17, 2023 regular meeting of the Downtown Lake Orion Development Board adjourned at 8:15 PM.

Debbie Burgess
Chairperson

Susan C. Galeczka, CMC CMMC
Village Clerk

Sonja Stout
Treasurer/Recording Secretary

Date Approved: November 21, 2023 as presented.

21 East Church Street * Lake Orion, MI * 248-693-8391 * www.lakeorion.org