



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, November 21, 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, November 21, 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 Chairperson Debbie Burgess at 6:30 PM.

II. Roll Call and Determination of Quorum

Attendee Name	Organization	Title	Status	Arrived	Departed
Debbie Burgess	Village of Lake Orion	Chairperson	Present		
Sam Caruso	Village of Lake Orion	Vice Chairperson	Present		
Matt Shell	Village of Lake Orion	Treasurer	Present		7:23 PM
Henry Lorant	Village of Lake Orion	Secretary	Present		
Chris Barnett	Village of Lake Orion	Board Member	Present	6:33 PM	
Alaina Campbell	Village of Lake Orion	Board Member	Present		
Lloyd Coe	Village of Lake Orion	Board Member	Present		
Sally Medina	Village of Lake Orion	Board Member	Excused		
Jerry Narsh	Village of Lake Orion	President	Present	6:31 PM	

STAFF PRESENT:

- Molly LaLone, DDA Director
- Sonja Stout, Village Finance Director/Treasurer/Recording Secretary

III. Approval of Minutes

1. DDA Board Regular Meeting Minutes -October 17, 2023

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matt Shell, Treasurer
SECONDER:	Henry Lorant, Secretary
AYES:	Burgess, Caruso, Shell, Lorant, Barnett, Campbell, Coe, Narsh
EXCUSED:	Sally Medina

RESOLVED: To approve the Downtown Development Authority Board Regular meeting minutes of Tuesday, October 17, 2023 as presented.

IV. Presentation - Save the Lake Orion DDA Committee

Committee members Brian Winter, Mike Campbell, Jenn Zielinski, Unknown Resident, Bill Kokonis, from the “Save the Lake Orion DDA” spoke in regards to their responsibilities and duties they upheld during the campaign

DDA Director LaLone presented the following committee members with a “Word Cloud” for their generosity in the campaign: Brian Winter, Mike Campbell, Jenn Zielinski, Unknown Resident, Bill Kokonis.

A group picture was taken with DDA Director LaLone along with the campaign members and the DDA Board members.

V. Call to the Public

This is a time for public comment. Each person is allowed three (3) minutes. The public is welcome to provide public comment. This Board will not respond to any public comment. This Board will follow-up as necessary. Please direct all of your comments to the Chairperson only.

VI. Consent Agenda

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

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

1. Director's Report

RESOLVED: To receive and file the DDA Executive Director's Report for November 2023

2. Committee Minutes & Workplan and Event Updates

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

3. Main Street Accreditation - Progress Update

RESOLVED: To receive and file the Summary of the Main Street Community Assessment.

4. Financial Reports

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

VII. Approval of Agenda

Motion to: approve the Tuesday, November 21, 2023 regular meeting agenda for the Lake Orion Downtown Development Authority.

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Chris Barnett, Board Member
SECONDER:	Jerry Narsh, President
AYES:	Burgess, Caruso, Shell, Lorant, Barnett, Campbell, Coe, Narsh
EXCUSED:	Sally Medina

VIII. Financial Matters

1. Bill Approval

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

RESOLVED: To approve disbursements in the amount of \$27,916.50 for October 2023.

IX. New and Old Business

1. Annual Election of DDA Board Officers

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

RESOLVED: To close the nominations and cast a unanimous ballot electing Board Member Debbie Burgess as Chairperson, Board Member Dr. Sam Caruso as Vice Chairperson, Board Member Hank Lorant as Secretary and Board Member Matthew

Shell as Treasurer of the Downtown Development Authority Board for 2024.

2. Main Street Accreditation - Economic Development Strategies

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sam Caruso, Vice Chairperson
SECONDER:	Henry Lorant, Secretary
AYES:	Burgess, Caruso, Shell, Lorant, Barnett, Campbell, Coe, Narsh
EXCUSED:	Sally Medina

RESOLVED: To adopt the following two economic development strategies for inclusion in the Lake Orion Main Street vision and workplans:

1. Dining and Entertainment District
2. Placemaking and Community Development

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matt Shell, Treasurer
SECONDER:	Henry Lorant, Secretary
AYES:	Burgess, Caruso, Shell, Lorant, Barnett, Campbell, Coe, Narsh
EXCUSED:	Sally Medina

RESOLVED: To adopt the following Lake Orion Lumberyard Product distribution plan.

DDA Board Authorize the following organizations to receive products for public purpose:

- Orion Area Historic Society: Historic Artifacts
- Orion Area Art Center: Starry Night Art Piece (already promised to them by Lumberyard owners)
- Village of Lake Orion: products and materials as needed
- Orion Township: Products and materials for the America in Bloom project and offer products and materials to others through
 - Product Grant: offered to Scout groups and Service Organizations
 - E-Commerce: Sale of certain products, once a month pick up (January-March)

Motion to: appoint Jerry Narsh, Chris Barnett, Hank Lorant and Sam Caruso to the Lake Orion Gateway Project Committee

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

RESOLVED: To appoint Jerry Narsh, Christ Barnett, Hank Lorant, and Sam Caruso to the Lake Orion Gateway Project Committee and to assist in the next steps of liquidating the assets as well as the planning development with partners. To meet in the interim to bring back ideas to the next meeting.

4. Development Update - Lumberyard Rental Agreement

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Matt Shell, Treasurer
SECONDER:	Lloyd Coe, Board Member
AYES:	Burgess, Caruso, Shell, Lorant, Barnett, Campbell, Coe, Narsh
EXCUSED:	Sally Medina

RESOLVED: Recommend to Village Council to approve as public parking area and to ask DPW to plow that area in inclement weather.

5. Interim Executive Director

DDA Director LaLone last day is December 15,2023.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Debbie Burgess, Chairperson
SECONDER:	Chris Barnett, Board Member
AYES:	Burgess, Caruso, Shell, Lorant, Barnett, Campbell, Coe, Narsh
EXCUSED:	Sally Medina

RESOLVED: Hire POW! Strategies to bring in a qualified candidate not to exceed up to \$56k.

X. Reports, Resolutions and Recommendations

A. Executive Director

1. Verbal Director Report

DDA Executive Director LaLone reported on the following:

- Upcoming events that include “Shop small Saturday” this Saturday

November 25, 2023, the Holiday Lighted parade December 2, 2023, and Polar Express Trolley ride will be December 16, 2023.

- Michigan Downtown Association awarded Lake Orion for the best educational campaign with an honorary brick.
- DDA Executive Director LaLone's last day will be December 15, 2023.
- DDA Executive Director LaLone also spoke about her favorite moments/events that she has participated in and some of her favorite memories in the past.

2. **Motion to:** Receive and file the DDA Director's report.

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

RESOLVED: To receive and file the DDA Director's report.

B. Village Manager

XI. Call to the Public

This is a time for public comment. Each person is allowed three (3) minutes. The public is welcome to provide public comment. This Board will not respond to any public comment. This Board will follow-up as necessary. Please direct all of your comments to the Chairperson only.

Bill Kokonis, stated The Lighted Parade is December 2, 2023 at 6pm and they do need some assistance in setting up for the parade.

Jason Peltier, Oat Soda, thanked LaLone for helping him connect with other businesses/property owners in the area.

XII. Board Comments and Training Feedback

Board Member Coe thanked Director LaLone for her hard work and wished her great success in the future. Holly Jolly is December 1st, 2023, which the parade's largest fundraiser. He also spoke on how to purchase tickets to the event.

Board Member Narsh thanked Director LaLone and her team for the past several years and all their hard work on previous events. He also thanked the committee for doing an amazing job on the campaign. He also spoke about the upcoming events Holly Jolly and the Lighted parade.

Board Member Campbell, thanked the committee for all their hard work. Thanked several

residents for their participation in the campaign. She also stated that Director LaLone will be missed. Director LaLone has been amazing to work with and has been a great leader for the DDA.

Vice Chairperson Caruso thanked Director LaLone and the committee for all her hard work on the campaign. He thanked Director LaLone for encouraging him to serve on the DDA board.

Secretary Lorant wanted to wish all of Lake Orion a Happy Thanksgiving. He also stated the he is also very thankful for Director LaLone for all of her hard work in the past seven years.

Board Member Barnett spoke about the DDA board and reminded the public that the DDA board members are appointed, not elected. He thanked the committee for their hard work on the campaign. He also spoke about those members who have an oath in office, those are elected and how some of those members spread misinformation within the community. He stated that those members need to be held accountable for their misinformation despite having an oath in office. He wished Director LaLone the best in her future endeavors.

Chairperson Burgess stated that the DDA board is all volunteers, and they are all greatly appreciated with all their hard work. She also stated that the board was advised by their attorney, not to speak in regards to their opinion with the Village and the DDA. She also stated that Lake Orion is rocking with some upcoming events and stated to please bring your families and have a good time. She also spoke about how happy she was for Director LaLone and how she enjoyed the last seven years. She wishes Director LaLone the best in her future success.

XIII. Next Regular Meeting - December 19, 2023

XIV. Adjournment

Motion to: adjourn the Tuesday, November 21, 2023 regular meeting of the Downtown Development Authority Board regular meeting.

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

The Tuesday November 21, 2023 regular meeting of the Downtown Lake Orion Development Board adjourned at 7:49 PM.

Debbie Burgess
Chairperson

Susan C. Galeczka, CMC CMMC
Village Clerk

Sonja Stout
Treasurer/Recording Secretary

Date Approved: December 19, 2023 as presented.