



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.*

AGENDA

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

Tuesday, December 19, 2023

6:30 PM

Lake Orion Village Hall Council Chambers

21 East Church Street

LAKE ORION, MI 48362

(248) 693-8391 ext. 102

ADDRESSING THE DDA BOARD: Each person wishing to address the DDA Board shall be afforded an opportunity to do so. If you wish to comment, please stand or raise a hand to indicate that you wish to speak. When recognized, give your name and address and direct your comments to the Chair.

I. Call to Order 6:30 PM

II. Roll Call and Determination of Quorum

III. Approval of Minutes

1. DDA Board Regular Meeting Minutes -November 21, 2023

IV. Call to the Public

V. Consent Agenda

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

1. Annual Year End Main Street Evaluation Schedule
2. Annual Review of DDA Vision Statement
3. Annual Review of DDA Mission Statement
4. Director's Report
5. Committee Minutes & Workplan and Event Updates
6. Financial Reports

VI. Approval of Agenda

By order of the President/Chair, no matters will be discussed after 10:30 p.m., unless council/board/commission votes to continue the meeting.

VII. Financial Matters

1. Bill Approval
2. Budget - 2024-2025

VIII. New and Old Business

1. Contract Approval - Pre-Demolition Hazardous Materials and Asbestos Survey
2. Executive Director Search
3. VLO Request - Meeks Park and Children's Park Pedestrian Bridges

IX. Reports, Resolutions and Recommendations

A. Executive Director

1. Verbal Director Report

B. Village Manager

X. Call to the Public

XI. Board Comments and Training Feedback

XII. Next Regular Meeting - January 16, 2024

XIII. Adjournment

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the Village, at least three (3) business days in advance of the meeting, if requesting accommodations. The Village of Lake Orion will provide foreign language or hearing impaired interpretation services for those individuals who contact the village to request such services at least seven (7) days prior to the meeting.

En el espíritu de la observancia de la Ley de Estadounidenses con Discapacidades, las personas con discapacidad debe sentirse libre para ponerse en contacto con el pueblo, por lo menos tres (3) días hábiles de antelación a la fecha de la reunión, si se solicitan alojamiento. El municipio de Lake Orion proporcionará idioma extranjero o personas con problemas de

audición servicios de interpretación para las personas que se ponen en contacto con el pueblo de solicitar dichos servicios con no menos de siete (7) días antes de la reunión.



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.

DDA Board Meeting

DATE: December 19, 2023
FROM: Sonja Stout, Finance Director/Treasurer
SUBJECT: DDA Board Regular Meeting Minutes -November 21, 2023

RECOMMENDED MOTION: To approve the Downtown Development Authority Board Regular meeting minutes of Tuesday, November 21, 2023 as presented.

ATTACHMENT 2023-11-21 Approval of Minutes



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

Attachment: 2023.11.21 minutes (6426 : 2023-11-21 Approval of Minutes)

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

Village of Lake Orion Downtown Development Authority Board of Directors Minutes

Regular Meeting, Tuesday, November 21, 2023

Page 3 of 8

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

Attachment: 2023.11.21 minutes (6426 : 2023-11-21 Approval of Minutes)

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)

Village of Lake Orion Downtown Development Authority Board of Directors Minutes

Regular Meeting, Tuesday, November 21, 2023

Page 5 of 8

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

Attachment: 2023.11.21 minutes (6426 : 2023-11-21 Approval of Minutes)

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.

Village of Lake Orion Downtown Development Authority Board of Directors Minutes

Regular Meeting, Tuesday, November 21, 2023

Page 8 of 8

Debbie Burgess
Chairperson

Susan C. Galeczka, CMC CMMC
Village Clerk

Sonja Stout
Treasurer/Recording Secretary

Date Approved: December 19, 2023 as presented.

Attachment: 2023.11.21 minutes (6426 : 2023-11-21 Approval of Minutes)



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.

DDA Board Meeting

DATE: December 19, 2023

FROM: Molly LaLone, DDA Executive Director

SUBJECT: Annual Year End Main Street Evaluation Schedule

Background Information:

Annually, the National Main Street Center and Main Street Oakland County evaluate the Lake Orion DDA Main Street program for accreditation. Lake Orion has been accredited since 2006.

PURPOSE:

The Main Street Community Assessment Visit is an important evaluative service offered to local Main Street programs to review the progress made towards building a comprehensive revitalization program.

Your Main Street Community Assessment Visit has the following objectives:

1. Determine the progress the program has made to meet or maintain the current Main Street America Assessment Criteria.
2. Introduce the new Main Street America Standards and important steps for becoming familiar and start aligning this more holistic framework.
3. Recognize strengths and celebrate the growth and accomplishments of the past year.
4. Identify needs, trends and obstacles that might challenge the district and the program's efforts.
5. Determine technical assistance and services that can continue to grow and sustain the local Main Street Program.

FORMAT:

The Main Street Community Assessment Visits will be conducted onsite. To achieve these objectives, the Visit includes the following components.:

- Introductory meeting with the Board of Directors, Committees, staff and other Main Street leaders to highlight the program's efforts and to review how the Program aligns with the Main Street Accreditation Criteria,
- Review of the local district and Main Street Program's background Information and materials,
- Tour of district,
- Key meetings with district stakeholders (business/property owners), City and other partners.

TEAM:

The Main Street Community Assessment Visit will be conducted by staff from Main Street America and the Main Street Oakland County Program. Your community's Assessment Visit will include the following staff:

- **Dana Walker, Executive Director, Michigan Downtown Association**
- **Tim Colbeck, Senior Planner, Oakland County**

Director Recommendation: Please Schedule 9am - noon and 5pm - 6:30pm February 6, 2024 for this assessment visit.

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

Main Street America and MSOC Year-End Evaluation

Lake Orion MI



February 6, 2024 (Tuesday)

PURPOSE AND SUMMARY

The Main Street Community Assessment Visit is an important evaluative service offered to local Main Street programs to review the progress made towards building a comprehensive revitalization program.

Your Main Street Community Assessment Visit has the following objectives:

1. Determine the progress the program has made to meet or maintain the current Main Street America Assessment Criteria.
2. Introduce the new Main Street America Standards and important steps for becoming familiar and start aligning this more holistic framework.
3. Recognize strengths and celebrate the growth and accomplishments of the past year.
4. Identify needs, trends and obstacles that might challenge the district and the program's efforts.
5. Determine technical assistance and services that can continue to grow and sustain the local Main Street Program.

AGENDA

- **9:00 a.m. Introductory meeting with the Board of Directors, Committees, staff and other Main Street leaders**
Location: Village Council Chambers, 21 E. Church St.
 - Overview of the new Accreditation Standards by MSA
 - MSA overview on how the Program meets current National Accreditation Criteria and expectations based on Program's self-assessment.
 - Opportunity for the Main Street Board to highlight the organization's direction for the past year and its priorities for 2023. **At least 75% of Board attendance is expected with advanced confirmation.**
- **Noon Lunch with Board Chair and Village Manager**
Location: — Fork N Pint
- **1:30 p.m. Community Tour**
- **2:30 p.m. Stakeholder Meeting**
Location: Village of Lake Orion Council Chambers (virtual option available)
 - Downtown business and building owners, residents and representatives of organizations with a presence in downtown to meet with the team and share their perspectives on the local economic environment and value of the Main Street program.
 - City leaders and staff to highlight the City's vision and support to the district's revitalization and the Main Street program.
- **4:30 p.m. Adjourn**
- **5:00 p.m. Verbal Assessment with Main Street Board of Directors and staff**
Location: Village of Lake Orion Council Chambers
- **6:30 p.m. End of Evaluation**

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the Village office, at least seventy-two (72) hours in advance of the meeting, if requesting accommodations.

Posted: October 17, 2023

Attachment: 2024 eval day Agenda (6474 : Annual Year End Main Street Evaluation Schedule)



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.

DDA Board Meeting

DATE: December 19, 2023
FROM: Molly LaLone, DDA Executive Director
SUBJECT: Annual Review of DDA Vision Statement

Background Information: National Main Street requests that all accredited communities review the Mission and Vision Statements annually. A vision statement communicates and describes the Main Street organization's long-term aspirations and intentions for the downtown district.

Does the vision statement still reflect our long term goals? If yes, no changes are needed. If not, it may be time to review the vision statement and consider how to make it align better. This is usually done by a broad participation process which includes the board, committees, volunteers, and community input.

Vision:

Over the next ten years, Lake Orion, Michigan will be the heart and hub of the greater Orion community. The downtown will be known as a destination dining and entertainment district. Public spaces continue to be built based upon community feedback and participation.

There is a direct connection between the Paint Creek Trail which traverses throughout the community and the historic downtown. The trail connects both Lake Orion and the downtown, so runners, walkers, and bikers can use our trails and lakeshore for recreational uses and our downtown for choice shopping, dining and live entertainment at many different price points. Our walkable community shall be accessible to all with many barrier-free amenities.

In the summer months, the outdoor Gazebo Concert Series and #StrongerTogether Collaborations with Oxford will continue to bring thousands of people into town during

the evening when all of our restaurants and shops are open. The Lake Orion DDA shall host several family-friendly signature special events each year that bring our residents, as well as, people from around the state to share our lake and downtown district. The Lake Orion DDA shows a commitment to fostering arts in our community with a strong partnership with the Orion Art Center. Our downtown caters to the larger Orion community with many destination businesses that continue to be a mix of local entrepreneurs, franchises and national retailers.

The DDA markets our downtown through many different media channels and actively seek new retailers or tenants when the rare vacancy occurs. Our DDA will promote an increasingly dense group of mixed uses along M24 and in the downtown, where new condos and apartments can exist side by side in our wonderfully restored residential and commercial buildings.

Reviewed Annually

Recommended Motion: To review and adopt the Vision as presented.



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.

DDA Board Meeting

DATE: December 19, 2023
FROM: Molly LaLone, DDA Executive Director
SUBJECT: Annual Review of DDA Mission Statement

Background Information: National Main Street requests that all accredited communities review the Mission and Vision Statements annually. A mission statement communicates the Main Street organization's sense of purpose and overall direction, by stating the method to achieve the community's vision for their downtown.

Does the mission statement still reflect our purpose and direction? If yes, no changes are needed. If not, it may be time to review the mission statement and consider how to make it align better. This is usually done by a broad participation process which includes the board, committees, volunteers, and community input.

Mission:

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.

Reviewed Annually

Recommended Motion: Review and Adopt the Mission



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.

DDA Board Meeting

DATE: December 19, 2023
FROM: Molly LaLone, DDA Executive Director
SUBJECT: Director's Report

Attached: Director's Report

Recommended Motion: To receive and file the Director's Report

PREPARED BY:
MOLLY LALONE



DIRECTOR REPORT

December 2023

Attachment: December 2023 Director Report reduced (6471 : Director's Report)

2022-23 PRIORITIES

As of September 13, 2022

1. DUMPSTER ENCLOSURE - RE-BIDDING AS A BUILD/DESIGN

- POSTED 5 TIMES
- NO RESPONSE OR TOO HIGH

2. DOWNTOWN LIGHTING

- LAMPPOST RETROFIT - COMPLETED DECEMBER 2022
- "SUSTAINABLE MAIN STREET" AWARD BY MSOC, MAY 2023

3. GAZEBO ELECTRICAL IMPROVEMENTS - COMPLETED JULY 2022

4. PARKING - E/V CHARGING STATIONS - COMPLETED JUNE 2023

5. PARKING - PROPERTY ACQUISITION - COMPLETED NOVEMBER 2023

- DUE DILIGENCE PHASE COMPLETE
- BOND ISSUANCE COMPLETE
- PROPERTY SALE COMPLETE
- POSSESSION OF PROPERTY - NOVEMBER 14, 2023

2024 STRATEGIES FOR

ECONOMIC DEVELOPMENT

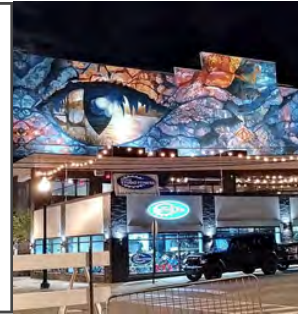
DINING AND ENTERTAINMENT DISTRICT

DINING & ENTERTAINMENT DISTRICTS ARE DEFINED BY AN OVERWHELMING COMBINATION OF FANTASTIC DINING, NIGHTLIFE, SHOPPING, AND LIVE EVENTS IN ONE CONCENTRATED AREA.



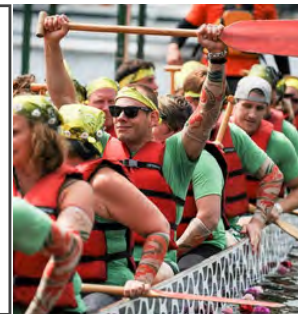
PLACEMAKING

PLACEMAKING IS A PARTICIPATORY PROCESS FOR SHAPING PUBLIC SPACE THAT HARNESSSES THE IDEAS AND ASSETS OF THE PEOPLE WHO USE IT.



COMMUNITY ENGAGEMENT

COMMUNITY ENGAGEMENT IS A STRATEGIC APPROACH THAT INVOLVES BUILDING RELATIONSHIPS WITH STAKEHOLDERS BUILT UPON CONVERSATION, COMMUNITY AND COLLABORATION.



WHAT IS ECONOMIC DEVELOPMENT?

ECONOMIC DEVELOPMENT IS THE PROCESS OF IMPROVING THE STANDARD OF LIVING FOR A COMMUNITY. IT INVOLVES JOB CREATION, SUPPORT FOR INNOVATION, WEALTH CREATION, IMPROVING QUALITY OF LIFE. THIS TERM IS USED INSTEAD OF "TRANSFORMATION" WITH THE INTENTION OF FOLLOWING THE INTENTION OF MAIN STREET ACCREDITATION GUIDELINES.



LAKE ORION GATEWAY PROJECT (LUMBERYARD)

PLAN OVERVIEW

Location: Lake Orion Lumberyard, 215 S. Broadway Lake Orion MI 48362

Property Purchased: August 28, 2023, DDA takes possession November 14, 2023

Goals and objectives: updated by DDA Board, Jan 17, 2023

Design Charette, November 27th, 5pm - 7pm attended by approximately 50pp for an interactive program to get public participation regarding the future of Downtown Lake Orion.

March 2023: Public Q&A hosted by Village Manager and DDA Executive Director

April 2023: Village Council approved \$5M Bond Issue

June 2023: Bonds issued June 29, 2023, 301 Fund created

August 2023: Property Closed August 28, 2023, DDA takes possession of the property on November 10, 2023

September 2023: proposal requests for demolition and hazardous materials survey

October 2023: Review Team Consults with Steve Auger regarding the bids. Recommends checking with AKA regarding the Hazardous Materials noting delays due to these can be costly if demolition is interrupted.

November 2023: AKT Peerless reviewed and made recommendations for the bid request. The request was reposted to the original vendors. Four of the original vendors responded to the re-bid. DDA Board appoints DDA Board Members Sam Caruso, Hank Lorant, Jerry Narsh and Chris Barnett to LO Gateway Project Committee

December 2023: Hazardous Materials Survey contractor selected by Bid Review Team for recommendation to the DDA Board. Gateway committee has initial meeting to review next steps in process. Committee plans initial meeting with developers in January. Electrical - transferred ownership, service demolition pending.

Upcoming Committee Work: Schedule disbursement of products Jan - Mar per November meeting. Make recommendation re: Project Manager - wait for private developer or hire an independent manager?

Upcoming bids: Hazardous Materials abatement based upon Survey. Once done, ask demolition contractors to confirm or update bid, review team make recommendation (either re-bid or recommend a contractor)

PROPERTY DEVELOPMENT

MISSION STATEMENT

Location: Lake Orion Lumberyard, 215 S. Broadway Lake Orion MI 48362

Due Diligence ends: August 30, 2023

Goals and objectives: updated by DDA Board, Jan 17, 2023

The Lake Orion Lumberyard Project will create a gateway space on the south end of the downtown that

- honors the character of the community,
- provides more parking for the downtown,
- is balanced by pedestrian and event-friendly amenities, and
- improves the safety and ease of accessibility (Entrances & Exits) to the corner of Atwater and M24

It will be a legacy for future Lake Orion Stakeholders; focusing on

- enhancing Meeks Park and the Paint Creek Trail,
- adding some commercial and high-end residential buildings, and
- a multi-purpose event space with a flexible, open design

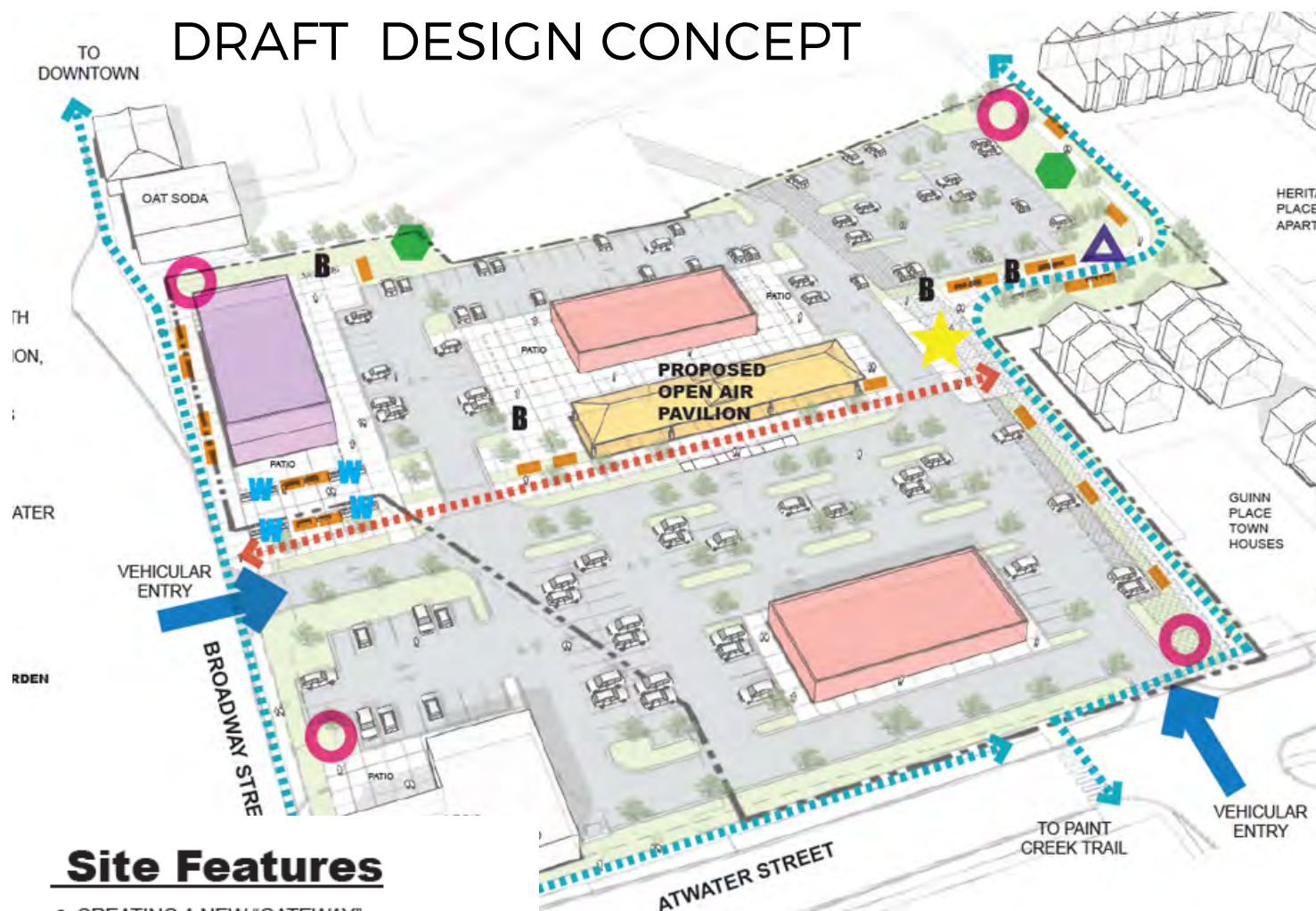
The Lake Orion DDA has requested support from the Village of Lake Orion Council for a \$5 million dollar bond. After purchase, the DDA will use the remaining funds to

- Address environmental issues present on the property and
- Build a foundational infrastructure on the property from which to build upon

The DDA will Invest in a multi-phase plan which clearly identifies parameters for all amenities.

The DDA will augment their funding for this project by seeking private and public partners who can help achieve the vision for the Lake Orion Lumberyard Project.

DRAFT DESIGN CONCEPT

**Site Features**

- CREATING A NEW "GATEWAY" TO DOWNTOWN LAKE ORION
- PROPOSED MULTIUSE EVENT PAVILION
- MAINTAIN EXISTING ATWATER TRAIL LOCATION/ADD LANDING PAD PLAZA AREA WITH BIKE RACKS, BIKE REPAIR KIOSK, SEATING, AND EVENT SPACE FOR STARTING/FINISH LINES
- STRENGTHEN THE CONNECTION TO THE PAINT CREEK TRAIL AND REINFORCE DOWNTOWN LAKE ORION AS A TRAIL WAY DESTINATION WITH ADDITION OF NEW TRAIL PLAZA WITH SEATING PUBLIC ART, BIKE REPAIR STATION, BIKE RACKS, LANDSCAPE.
- PROPOSED PUBLIC ART OPPORTUNITIES
- PROPOSED BUTTERFLY GARDEN OR COMMUNITY GARDEN OPPORTUNITY
- PROPOSED PLAZA WITH SEATING AND WATER FEATURE

Legend

	PROPOSED PUBLIC ART
	PROPOSED BUTTERFLY/COMMUNITY GARDEN
	PROPOSED WATER FEATURES
	PROPOSED TRAIL PLAZA EVENT SPACE
	PROPOSED SEATING AREAS
	PROPOSED BIKE REPAIR KIOSK
	PROPOSED BIKE RACKS
	EXISTING PEDESTRIAN ACCESS
	PROPOSED PEDESTRIAN ACCESS
	PROPOSED VEHICULAR ACCESS

Participating Businesses in Lake Orion

- Amazing Petals
- Broadway
Embroidery
- Caruso
Chiropractic
- Cookies &
Cream
- Lake Orion
DDA
- Simply Marcella
- Roses of
Silverbell
- And more to
come!



Shop Now!



SHOP OAKLAND COUNTY
Main Streets

Promotions Committee - First Tuesday, (Jan 2nd) at 11am online and at DDA office

Committee Chair: Sally Medina, DDA Board Member

The Promotion Committee markets Downtown's unique characteristics to shoppers, investors, new businesses, tourists, and others while promoting retail events, special events and ongoing programs.

Design Committee - Third Monday, (Jan 15th) at 3pm online

Committee Chair: Lloyd Coe, DDA Board Member

The Design Committee works to improve the appearance of Downtown so that it is perceived as clean, safe and friendly while preserving its historic appeal.

Organization Committee - Third Wednesday, (Jan 17th) at 11:30am, DDA Office

Committee Chair: Alaina Campbell, DDA Board Member

The Organization Committee works to communicate the vision, philosophy and activities of the Main Street organization to the community through membership and partnership development and a communications program.

Economic Vitality Committee - Fourth Thursday, (Jan 25th) at 11:30am, TBD

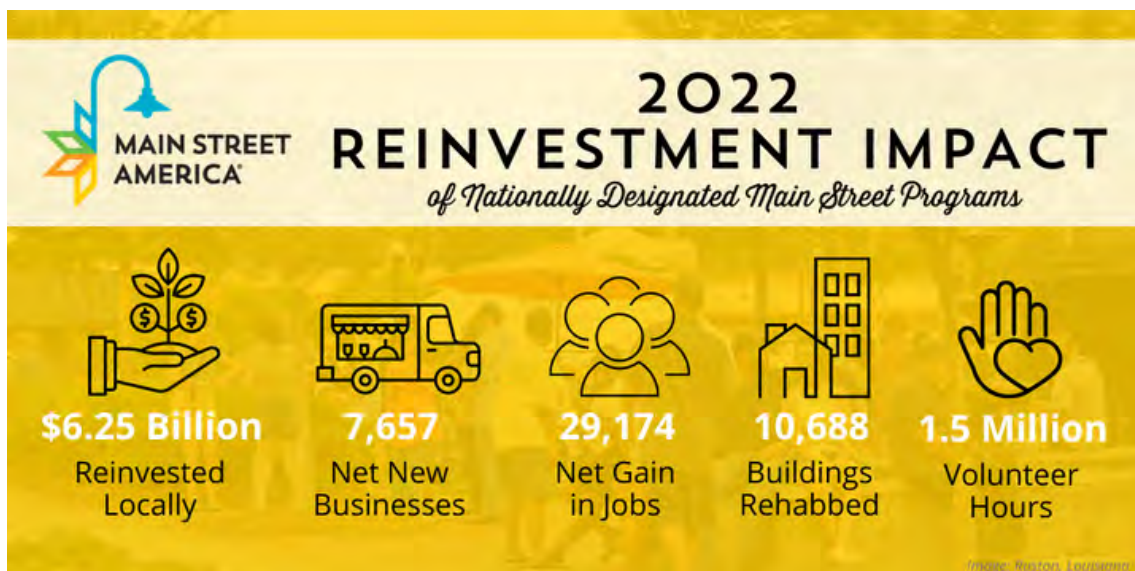
Committee Chair: Matthew Shell, DDA Board Member

The Economic Vitality Committee works to strengthen the economic base in Downtown by helping existing businesses to expand, recruiting new businesses for a balanced mix, and converting unused space into productive property.

DDA Business Power Hour - Third Thursday, (Jan 18th) at 9:00am, ABeanToGo

Committee Chair: Dr. Sam Caruso, DDA Board Member

The DDA Business Power Hour is a meeting for business owners, managers, and employees to learn about upcoming events and projects and to provide feedback to the DDA





Community Assessment Results - Y/E 2022

Standard 1: “Broad-based Community Commitment to Revitalization”

Strengths:

- United to face adversity by small minority – used this challenge as an opportunity to improve awareness of the DDA/Main Street
- Strong local business atmosphere
- Visibility in community throughout pandemic – proactively worked to support business owners and create opportunity for safe public gatherings (e.g., cornhole league, warming stations)
- Good working relationship with Village Manager

Opportunities:

Lake Orion is on the cusp of becoming an “it” town, creating unique challenges. Consider the following:

- Continue expanding relationships with large and small-scale developers
- Stay abreast on rising property value trends – advocate for smart housing growth
- Continue evaluating, implementing, and communicating progress on major initiatives in the downtown (e.g., parking study, Lumber Yard)
- Include neutral third-party experts to disseminate information, justify new projects, and to advocate for the DDA

Standard 2: “Inclusive Leadership and Organizational Capacity”

Strengths:

- DDA Board identifies annual priorities (e.g., public safety)
- Executive Director actively monitors committee progress on projects
- Multiple personnel/staff support

Community Assessment Results - Y/E 2022 continued

Standard 2: “Inclusive Leadership and Organizational Capacity”, continued

Opportunities:

- Leverage network(s) of individual Board members to advocate for DDA and challenge false narratives
- Board members lead outreach and education
- Pursue new engagement by taking outreach to where people are and/or need to be reached
- Use special events as starting point for developing diversity
- Mentor new volunteers who are interested in a leadership role within the organization (committees, Board)
- Use demographic data to crosscheck/confirm DDA leadership representation

Standard 3: “Diversified Funding and Sustainable Program Operations”

Strengths:

- Ability to, and successful experience in, purchasing real estate
- Predictable and consistent revenue from DDA tax district (historically)
- Leverages events and activities to solicit sponsorship revenue
- Detailed budget alignment with work plan activities

Opportunities:

- Continue education efforts on how TIF district’s function
- Explore alternate funding mechanisms in event TIF revenue fade—examples include: 501c3 or 501c6 status
- End-of-Year fundraising initiative
- Business supplier support (see sample letter) ▪ Additional state and national grant programs

Standard 4: “Strategy-Driven Programming”

Strengths:

- Incorporation of stakeholder’s top concerns: parking, public safety, and gateway (Lumber Yard) redevelopment
- Coordination of community visioning for Lake Orion Lumberyard project
- Promotion of downtown as positive, thriving amidst pandemic
- Access to ongoing market data via Main Street Oakland County
- Detailed workplans for individual initiatives

Opportunities:

- Explore potential Transformation Strategy of making Lake Orion a place of steady activity (day and night, year-round)
- Consider a texting service that sends push notifications on things happening downtown
- Develop initiatives to promote existing parking options and consider new temporary (valet service, downtown trolley, create and enforcing parking limits, etc.)
- Find creative ways to attract M24 travelers downtown
- Grants to small businesses for back-of-building signage installation
- Develop design guidelines for tasteful billboards that do not jeopardize the integrity of the historic district (see Schuler’s in Marshall)
- Rent existing billboards along M-24 to promote and direct people to downtown
- Use demographic data to crosscheck/confirm DDA leadership representation

Community Assessment Results - Y/E 2022 continued

Standard 5: “Preservation-based Economic Development”

Strengths:

- Streetscape project served as catalyst for reinvestment
- Purchasing of (and selling) two underutilized buildings that now add to the vibrancy of downtown
- First social district in southeast Michigan
- Increasingly diverse business representation and engagement

Opportunities:

- Position and promote Lake Orion as multimodal to counter lack of parking (see Ferndale, MI’s “Walk Ferndale” signage)
- Consider a “Lake Orion Fitness Month!” challenge
- Incorporate scavenger hunt program into parking lot discoveries
- Leverage existing assets and businesses who align with health/fitness
- Use existing Facebook Live and other media platforms to demonstrate where to park and how long it takes to walk from point A to point B
- Emphasize importance of shopping local in promotions/marketing to build further community support for downtown
- Continue developing programs and activities that support Lake Orion becoming a hub of activity (such as the recently retrofitted streetlights, crosswalk safety project, and increasing participation at “Power Hour”)

Standard 6: “Demonstrated Impact and Results”

Strengths:

- DDA has quickly increased communication with the community, emphasizing value/impact
- Strong marketing arm
- Collects testimonials in addition to quantifiable data
- Access to impact-sharing support from Main Street Oakland County (data template)

Opportunities:

- Explore development of a local ambassador or “influencer” program to support positive promotion of downtown
- Leverage existing marketing outlets (regional, state, national) to promote downtown and impact of DDA
- Include QR codes and/or fliers showcasing DDA’s impact in utility bills
- Utilize business owner’s POS systems to gather contact information to include in communications
- Use existing outreach platforms to invite the public into conversations regarding major projects (early and often)

ORGANIZATION COMMITTEE

CAMPAIGN FOR MAIN STREET

The Lake Orion DDA demonstrates its commitment to the Village of Lake Orion

What does it mean to be a good community partner? Being a community partner means:

- You are actively working together with others in your community to make positive changes.
- You are part of a team that cares about the well-being of everyone in the community, working towards common goals.

Community partners can be individuals, organizations, or businesses that collaborate with others to address important issues and create a better future for everyone. Here are fifteen ways the Lake Orion Downtown Development Authority (DDA) is a good community partner for the Village of Lake Orion:

1. **The DDA collaborates with Village Council** to identify ways to better serve the community and has set aside a significant portion of new capture (75% to the Village) for village-approved infrastructure projects.
2. The DDA uses taxes collected from the community to make improvements in the downtown area that **benefit the community as a whole**. Examples of this are: sidewalk and road improvements, directional signage, parking creation and maintenance, Paint Creek Trail extension and bike amenities, public restrooms at the Fire Hall, and new playground equipment in Children's Park.
3. **A higher share of the taxes collected are reinvested locally**. In 2023, over \$400,000, normally distributed throughout the county, instead will be reinvested in Lake Orion through the DDA. This is not an extra tax, rather, it is use of normally collected taxes.
4. **The DDA pays the village** for administrative services, police, public works services, utilities, and other shared costs, **which helps the village save money**.
5. **The DDA creates and maintains public spaces**, such as the Paint Creek Trail extension, Flint Street Alleyway, the Lake Orion Social District, and the new playground in Children's Park, which provide recreation opportunities for residents and visitors.
6. **The DDA manages the Main Street America Program**, through which the community has been accredited since 2006. Volunteers help make things happen through their participation in different Main Street Committees: Economic Vitality, Design, Promotions, and Organization. Having Main Street America accreditation helps the Village of Lake Orion and its businesses qualify for grants which help to pay for special projects like the playground equipment in Green's Park.

ORGANIZATION COMMITTEE

CAMPAIGN FOR MAIN STREET

The Lake Orion DDA demonstrates its commitment to the Village of Lake Orion - Continued

7. **The DDA decorates seasonally**, dressing up the town with flower baskets in the spring and summer, holiday lights on the trees in the winter, and decorative scenes on downtown windows throughout the year.
8. **The DDA markets Lake Orion and its businesses** through various channels (Facebook and Instagram pages, Orion Living Magazine, website, banners, a-frame signs, posters, ads in local publications, and weekly e-newsletters).
9. In Partnership with the Oxford DDA, **The DDA provides the Downtown Trolley Express** for free rides to and from each downtown.
10. **The DDA invests in projects that help the community thrive**, such as restoring Front Street, installing electric vehicle charging stations, and improving downtown lighting with Dark Sky technology.
11. **The DDA promotes and/or hosts 50 events and activities annually** to attract people to Downtown Lake Orion.
12. **The DDA enables downtown restaurants to be eligible for location-based Class C liquor licenses** at significant savings over traditional liquor licenses.
13. **The DDA manages the Social District** allowing customers to purchase a drink from a downtown restaurant to enjoy outside in town.
14. **The DDA offers Shop Local rewards programs** like Downtown Dollars and the Shopping Passport
15. **The DDA provides signage** throughout town which helps visitors navigate our town and learn about our history.

All of these efforts demonstrate the Lake Orion Downtown Development Authority's commitment to being a good community partner by reinvesting in the village, collaborating with Village Council, and helping the community to thrive.

1. CREEKSIDE LIGHTING <input type="checkbox"/>	15. <input type="checkbox"/>
2. ADOPT A GARDEN PROGRAM (\$2,500 FLAGSTAR GRANT) <input checked="" type="checkbox"/>	16. <input type="checkbox"/>
3. TASTE OF TOWN IN ALLEYWAY <input type="checkbox"/>	17. <input type="checkbox"/>
4. STEAMPUNK ART & ADAPTIVE REUSE DESIGN BRUCE ROSENBAUM (MODVIC.COM) <input type="checkbox"/>	18. <input type="checkbox"/>
5. DIGITAL MARQUEE AT GATEWAY PROJECT <input type="checkbox"/>	19. <input type="checkbox"/>
6. PORTABLE MONITOR FOR SPONSOR RECOGNITION <input type="checkbox"/>	20. <input type="checkbox"/>
7. ELABORATE SEASONAL PICTURE SPOTS (LIKE OXFORD FALL TRUCK SCENE) <input type="checkbox"/>	21. <input type="checkbox"/>
8. TRASH BIN BEAUTIFICATION (PARTNERSHIP WITH HS ART DEPT) <input type="checkbox"/>	22. <input type="checkbox"/>
9. AMERICA IN BLOOM INTEGRATION (TWP HOSTING SYMPOSIUM IN 2025) <input type="checkbox"/>	23. <input type="checkbox"/>
10. PROPERTY OPEN HOUSE - TICKETED EVENT SNOW FENCING FOR PUBLIC SAFETY AND POSTERS OF PROPOSED AMENITIES IN PROPOSED LOCATION <input type="checkbox"/>	24. <input type="checkbox"/>
11. SAFETY CROSSWALK SIGNAGE IN STREET (DISCUSS WITH LOPD) SEE PHOTO <input type="checkbox"/>	25. <input type="checkbox"/>
12. RIDGELINE LIGHTING AND SPANNER LIGHTING - MAIN INTERSECTION <input type="checkbox"/>	26. <input type="checkbox"/>
13. ADD STAGE OR AMPHITHEATRE TO GATEWAY PROJECT <input type="checkbox"/>	27. <input type="checkbox"/>
14. NAMING RIGHTS FOR GATEWAY PROJECT <input type="checkbox"/>	28. <input type="checkbox"/>



Branding & Outreach

- Branding Kit - colors, font, logos, style
- Brand Marketing
- E-Newsletters
- Orion Living Magazine
- Podcast Series
- Educational Campaigns through Editorial Ads, Social Media, and Direct Mail postcards
- Samet Backyard Meet & Greet Neighborhood event
- Legislative Tour with Orion Area Chamber of Commerce

Historic Preservation

- Historic Signs - downtown
- Downtown History - Website
- Timeshift History Videos - Downtown
- Historic Building Facade Grants

Physical Improvements

- Front Street restoration to 2 way traffic
- Wayfinding Signage
- Overall street and sidewalk improvements
- Dark Sky compliant streetlamp retrofit
- Bond issue for Lumberyard Project
- "Enter the Dragon" Mural
- Flint Street Alleyway Lighting
- Eagle Scout project benches
- Seasonal downtown Decorations including holiday tree light and Summer hanging baskets

Business Support

- Match On Main Business support
- Patronicity Business Support Campaign
- PPE
- Destination Business Boot Camp
- Shop Oakland Business Set Up Assistance
- Monthly Business Power Hour
- Event Logistics communication

Parking

- Anderson/Front Parking Lot
- Art Center Parking Lot and Restrooms
- Slater Parking lot
- Shared Parking Leases
- Parking Study updates (2018 and 2023)
- Safety Path Slater Street Parking lot to Anderson Street
- Electrical Vehicle Charging Stations

Alt Transportation

- Paint Creek Trail Extension
- Art Center Bike Parking
- Children's Park Bike Parking
- Meeks Park Bike Parking
- Public Boat Docks

Parks

- Playground Equipment - Children's Park
- Electrical upgrades - Gazebo
- First Responder boat docks
- Paint Creek Bank Stabilization matching funds
- Pedestrian Safety railing improvements in Children's Park

Events

- #StrongerTogether Events with Oxford
 - Trolley
 - IceFest
 - Summer Social
 - Witches Night
 - Restaurant Week
 - Letterboxing
- LOLive! Music Summer Series
- Halloween Extravaganza
- Sing & Stroll Tree Lighting
- Small Business Saturday
- Here Lies Lake Orion Cemetery Tour
- Overall Event Promotion - all events

2024 DDA BOARD MEETINGS - 6:30PM, VILLAGE COUNCIL CHAMBERS



Attachment: December 2023 Director Report reduced (6471 : Director's Report)

ballot litigation update as requested

rdavis dbsattorneys.com <rdavis@dbsattorneys.com>

Thu 12/7/2023 12:02 PM

To: Director DDA <director@downtownlakeorion.org>

We filed a declaratory relief action in the circuit court. our focus was on the state law that prevents inroads into a dda tax plan when a bond is pending. Our goal was to stop the ballot from being placed to a vote of the citizens. The county was not helpful and ultimately we filed a motion to enjoin the ballot process. the judge denied that motion but that did not end the case. the voting went forward and the ballot failed.

As a matter of course the court system ordered mediation and we objected because the mediation process does not normally apply to a declaratory relief case. the court ruled in favor of that objection and the mediation process was eliminated.

Now the ballot proposer Patterson and his lawyer are asking for the entire case to be dismissed including all of their claims because there is no longer a controversy. We are analyzing that issue but I do believe the dda still needs the answer about the statute and the village believes it needs an answer to the election responsibility questions.

At this point we are trying to develop a way to ask the court for guidance on the remaining issues.. I will keep you posted on this and I will advise you on a strategy based on what I am able to learn from the court.

Robert Charles Davis

Attorney at Law

10 S. Main St., Ste. 401

Mt. Clemens, MI 48043

Off: (586) 469-4300 - Ext. 1

Cell: (586) 201-5005

SEMPER PARATUS

Attachment: davis update re litigation (6471 : Director's Report)



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.

DDA Board Meeting

DATE: December 19, 2023
FROM: Molly LaLone, DDA Executive Director
SUBJECT: Committee Minutes & Workplan and Event Updates

Recommended Motion:

To receive and File the Committee Meeting Minutes & Event updates

November Meeting Notes

MDA Conference

November 1-3, 2023 Birmingham, MI

Storyville - Telling the Story, Phil

Synchronicity: There is always a reason for synchronicity. The power of storytelling isn't measured in words. It is about a feeling. People make stories and Stories make places.

What is Community Storytelling?

Can be any intentional interaction motivated by a desire to be known or know someone better.

Do you see me?

Do you hear me?

Am I important?

Brain neurons fire everytime we do something. Mirror neurons fire when we observe someone else doing something. Getting lost in a good book happens because of mirror neurons. While a story is being told, brain to brain coupling happens. Performing the action and seeing the action are the same to your brain.

Storytelling as a tool for economic development.

1. Be open
2. Dig, be curious
3. Listen to every word with your ears, your eyes and your feelings

Instead of merely livable, I think we need to start making our cities lovable.

Brene Brown - stories = data with soul

The credit belongs to the person who is actually in the arena. - Roosevelt

Phil@storyvillesocial.com

Storyville.substack.com

Data Driven

3 focus areas of economic vitality

See photo with triangle

Economic Vitality Market Assessment

ICSC - International Council of Shopping Centers - All brokers/developers are part of this group.

Google Trends - SEO

Paradise Valley/Black Bottom

Designing a Commemorative Cultural and Entertainment District

1920's neighborhood - black american community neighbors, businesses, cultural life vibrant and optimistic

Decimated for new developments and I-75

Black Bottom was along Gratiot, Hastings, McDougall, Detroit River. French Settlers called it black bottom because of its fertile soil. Originally was a jewish neighborhood, by 1950's began to be more black american "Golden Ghetto". Black working class community

Migration from the South for work in the auto industry. Scale and variety of housing was picture perfect. Live work spaces. Multi family housing all in the same neighborhood. What we wish we could build is exactly what black bottom had.

350 businesses: drs, lawyers, retail, services, candy shop, Entertainment venues. Flame Bar, famous entertainers performed there.

Depression: Brewster was the first Roosevelt public housing Project. Put black neighbors back to work and allowed black families decent housing. Eleanor Roosevelt came to this development. Living conditions continued to decline in paradise valley and black bottom. Racial discriminatory rules kept black families from being allowed to move into better neighborhoods. Many of the houses available in the neighborhood did not have plumbing, water, or heat.

Violence and riots took place when trying to build these housing projects. Stevie Wonder, Diana Ross, and Joe Louis all grew up in these projects.

Urban Renewal - "Slum Clearance" build I 375, I 75. Black Bottom was completely cleared out. Much of the cleared area was left as field for years. Federal Highway act was used to decimate this area. Enter neighborhoods were completely leveled, redlining - making the black neighborhood value so low homeowners could not get mortgages. Block clearing was fear mongering telling white neighborhoods that g=black families would soon move in - creating fear. Erasure and dislocation. Things are not always as they appear.

Names were changed, street grid was closed off

Harmony Park: Opportunity hides in plain sight. Acquired in 2000's. Vision to rebuild these neighborhoods. Harmonie Park conservancy. Wanted to recreating these neighborhoods. Design forward district. Harmonie club modernized and updated. Randolph Center, commercial building. Music Hall will expand its footprint.

Paradisevalleydetroit.org

Small Businesses, the heart of downtown

It is exciting to be a business in downtown

It is affordable and has a specific vibe that works for my business

It makes sense to cluster businesses that people enjoy, downtown offers that opportunity

Events bring people to downtown so they can discover the businesses, customers may come back later, offer visibility

Do Something!!! Participate in the event. Direct people to the shop during the event

The activity level (foot traffic) helped get business funding.

The social media associated with the event helps bring attention to the downtown and also its businesses.

COVID

You survived COVID, you must be a good business. Local delivery, local pick up, live events on social media, venmo. The level of service was huge marketing for them. Gift cards were also important. Their customers didn't want them to fail.

Added fun to the "social distancing"

Comment Sold for facebook lives

Consistent dates, clothing stores work best, make it fun. It is Theatre! Engaging and interactive.

Boots on the ground. Help with grants, help with meeting legislators, More people. More ambassadors, more volunteers. Communication.

Placemaking - focus on people instead of cars.

Promote social interaction and community cohesion.

- Encourage people to gather
- Provide opportunities and reasons to bring people together.
- Economic Development - attracting people , attracts money and other business
- Increase safety and security.
- Preserve and celebrate cultural heritage - Art Alley in Clare
- Can Create a place out of spaces that may not naturally attract customers.
- Alleyways and other connections become more attractive and a way to highlight the community
- Create joy and engagement

Why

Triangulation

Reasons for connection

Economic development

Engagement

Remember:

The community knows best - what they value, what makes sense to them.

Places, not designs.

Placemaking is a group effort - ask for input

Observations are key
 Placemaking requires vision
 You are never finished - placemaking needs to be updated

Community Engagement - Traditional v non-traditional

Asked adjacent communities to be part of the project (connecting the communities together with bike paths)

MOGO - applied with six communities

Lion's tailgate and Oktoberfest in the social district

Have a vision, check the result against the vision, change to make the result match the vision if needed.

Parking space for car = 2 people

Parklet = 10 + people

1. How would you rate downtown for the following? (Circle your answer)

	Poor				Excellent	
Business hours	1	2	3		4	5
Cleanliness of public spaces	1	2	3		4	5
Cleanliness of store(s)	1	2	3		4	5
Customer service	1	2	3		4	5
Mix of businesses	1	2	3		4	5
Parking	1	2	3		4	5
Prices for value received	1	2	3		4	5
Safety (crime)	1	2	3		4	5
Safety (traffic & pedestrian)	1	2	3		4	5
Special events/festivals	1	2	3		4	5

Economic Vitality Committee

November 23, 2023 – Attendees: Sandra Wood, James Lopiccolo, Matthew Shell, Ryan Elesci

Influence the selection of tenants by providing up to date information to property owners

- Update building/owner information – Sandra will do. Molly to send Sandra key properties to check.
- Draft DDA wish list. Top “3” successful. Look at “void analysis” and chose top 3.
 - “How to get the right tenant”
 - Summary of interested parties

- Social media – Inquiry button
 - Name/contact
 - Email/phone
 - Buy/lease
 - About you

Website Analytics
November 2023

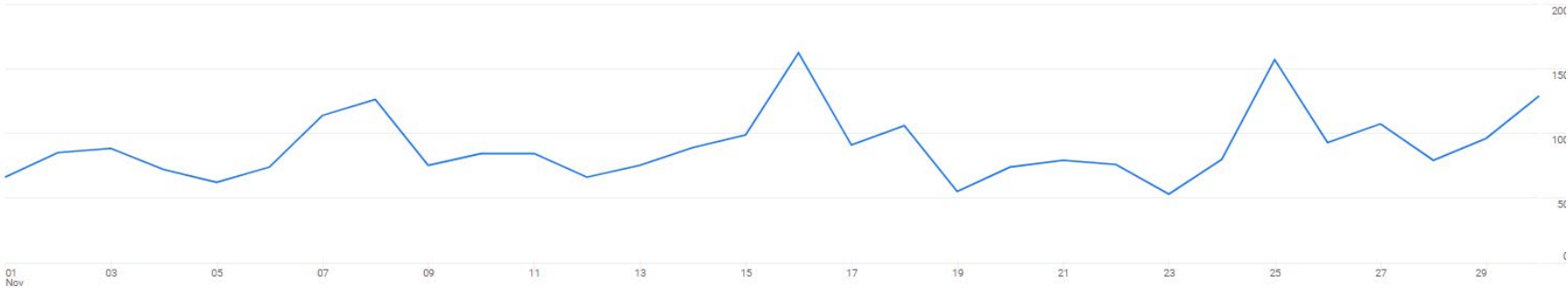
To: Lake Orion DDA Board of Directors
From: Molly LaLone, Executive Director

View our website at: www.downtownlakeorion.org

Audience:

- 3,017 Sessions
- 2,518 New Users

Users by Audience over time



Q Search...		Rows per page: 10 1-1 of 1					
Audience +		↓ Users	New users	Sessions	Views per session	Average session duration	Total revenue
		2,591 100% of total	2,518 100% of total	3,017 100% of total	1.52 Avg 0%	1m 49s Avg 0%	\$0.00
1	All Users	2,591	2,518	3,017	1.52	1m 49s	\$0.00

New users by
First user default c...



FIRST USER DEFAU...	NEW USERS
Organic Search	1.7K
Direct	572
Organic Social	130
Referral	80

Page Views:

Page title and screen class		Views	Users	Views per user	Average engagement time	Event count
		↓				All events
		4,576	2,591	1.77	33s	13,326
		100% of total	100% of total	Avg 0%	Avg 0%	100% of total
1	downtownlakeorion.org Lake Orion DDA Website	901	624	1.44	30s	2,746
2	Orion Lighted Christmas Parade downtownlakeorion.org	428	309	1.39	22s	1,311
3	Sing & Stroll Tree Lighting downtownlakeorion.org	360	230	1.57	27s	1,039
4	Events downtownlakeorion.org	308	259	1.19	27s	970
5	downtownlakeorion.org	283	196	1.44	21s	901
6	Downtown Lake Orion Events downtownlakeorion.org	265	197	1.35	15s	587
7	Horse & Carriage Rides downtownlakeorion.org	131	103	1.27	32s	414
8	Business Directory downtownlakeorion.org	129	88	1.47	1m 09s	340
9	About Us downtownlakeorion.org	99	65	1.52	39s	214
10	DDA Board downtownlakeorion.org	78	67	1.16	8s	211

Social Media Stats

Events DDA <events@downtownlakeorion.org>

Tue 12/12/2023 10:37 AM

To: Director DDA <director@downtownlakeorion.org>

Hi Molly,

Here are the social media stats.

	# of Facebook Posts	Reach	# of Instagram Post	Reach
LoCal Lens	12	25k	5	2.7k
Icefest	13	32k	5	2.2k
Letterboxing	10	22k	4	2.1k
Restaurant Week	8	10k	3	3.1k
#ST Shopping Passport	7	5k	3	1.1k
Oktoberfest	8	2.7k	3	903
LOLive	21	14k	13	3.2k
Outdoor Movie	5	15.1k	2	1.2k
Halloween Extra.	4	16.3k	2	406
Sing & Stroll	6	11k	3	1.2k
Shop Local / Passport	7	7.1k	6	1.1k
Horse & Carriage	3	16.1k	3	1.3k

	# of Facebook Posts	# of Instagram Post
Business Support	87	40
Lumberyard	4	3

Thanks,
 Arizona Goulet
 LO DDA Events Coordinator
 Lake Orion Downtown Development Authority
 118 N. Broadway
 Lake Orion, MI 48362
 248-693-9742





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.

DDA Board Meeting

DATE: December 19, 2023
FROM: Molly LaLone, DDA Executive Director
SUBJECT: Financial Reports

See attached Reports

248 Fund Balance Sheet (General DDA Fund)

301 Fund Balance Sheet (DDA Bond 2023 Fund)

404 Fund Balance Sheet (Property Acquisition Fund)

Revenue and Expenditure Report

The following items will be the same on the balance sheet and the revenue and expenditure report for each fund (248, 301 or 404)

- Beginning Fund Balance
- Net of Revenues & Expenditures
- Appropriation of Fund Balance
- Ending Fund Balance

Recommended Motion: Receive and file the financial reports for November 2023

PERIOD ENDING 11/30/2023

% Fiscal Year Completed: 41.80

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 11/30/2023	ACTIVITY FOR MONTH 11/30/2023	AVAILABLE BALANCE	% BI US
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
Dept 000 - REVENUE						
248-000-402-000	Current Real Property Taxes	903,236.00	491,711.65	0.00	411,524.35	54.4
248-000-402-100	Property Tax - Twp DDA Capture	0.00	0.00	0.00	0.00	0.0
248-000-405-000	Property Tax - Personal	0.00	0.00	0.00	0.00	0.0
248-000-412-000	Property Tax - DPPT P/Y & C/Y	0.00	681.29	34.53	(681.29)	100.0
248-000-441-000	Local Community Stabilization Share Tax	10,000.00	15,970.70	0.00	(5,970.70)	159.7
248-000-445-000	Penalties & Interest on Taxes	2,000.00	0.00	0.00	2,000.00	0.0
248-000-539-000	State Grants	109,028.00	11,000.00	(2,300.00)	98,028.00	10.0
248-000-582-000	Intergovernment - Police	0.00	201,995.92	0.00	(201,995.92)	100.0
248-000-664-000	Interest Earned	2,500.00	2,549.11	610.71	(49.11)	101.9
248-000-671-999	Appropriation from Fund Balance	107,459.00	0.00	0.00	107,459.00	0.0
248-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.0
248-000-676-404	Transfer From Prop Acq Fund	0.00	0.00	0.00	0.00	0.0
248-000-676-592	Reimbursement -Admin Fee - W&S	0.00	0.00	0.00	0.00	0.0
248-000-681-000	Reimburse - Insurance Claims	0.00	1,513.00	0.00	(1,513.00)	100.0
248-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.0
248-000-685-000	Sponsorships	102,400.00	5,842.00	(1,240.00)	96,558.00	5.7
248-000-685-100	Transportaion Sponsorship	28,000.00	11,103.00	0.00	16,897.00	39.6
248-000-686-000	Downtown Events	20,000.00	2,273.00	265.00	17,727.00	11.3
248-000-686-002	Flower Fair Revenue	0.00	305.00	0.00	(305.00)	100.0
248-000-686-003	New Year Resolution Run Revenue	0.00	0.00	0.00	0.00	0.0
248-000-686-004	OktoberFest Revenue	0.00	0.00	0.00	0.00	0.0
248-000-686-005	Babes On Broadway	0.00	0.00	0.00	0.00	0.0
248-000-686-006	Electircal Vehicles	0.00	299.19	170.39	(299.19)	100.0
248-000-687-000	Merchandise Sales	10,000.00	0.00	0.00	10,000.00	0.0
248-000-688-000	Gift Certificate Sales	5,000.00	280.00	280.00	4,720.00	5.6
248-000-692-000	Rent	0.00	0.00	0.00	0.00	0.0
248-000-694-000	Miscellaneous	0.00	315.00	0.00	(315.00)	100.0
248-000-696-000	PROCEEDS FROM THE SALE OF BONDS/NOTES	0.00	0.00	0.00	0.00	0.0
Total Dept 000 - REVENUE		1,299,623.00	745,838.86	(2,179.37)	553,784.14	57.3
TOTAL REVENUES		1,299,623.00	745,838.86	(2,179.37)	553,784.14	57.3
Expenditures						
Dept 260 - GENERAL ACTIVITIES						
248-260-701-000	Wages	60,248.00	23,466.58	4,635.20	36,781.42	38.9
248-260-701-019	COVID 19 PAYROLL	0.00	0.00	0.00	0.00	0.0
248-260-704-000	Wages - Administrative Coordinator	33,280.00	16,543.45	2,376.00	16,736.55	49.7
248-260-706-000	Wages - Event Coordinator	33,280.00	7,606.81	2,887.50	25,673.19	22.8
248-260-706-001	Marketing Coordinator	0.00	0.00	0.00	0.00	0.0
248-260-707-000	Wages - Grounds Coordinator	5,000.00	1,819.25	0.00	3,180.75	36.3
248-260-711-013	OVERTIME	0.00	0.00	0.00	0.00	0.0
248-260-715-000	Social Security	9,688.00	3,743.12	749.61	5,944.88	38.6
248-260-716-000	Health Insurance- Medical	7,200.00	2,877.74	573.15	4,322.26	39.9
248-260-717-000	Life & Disability Insurance	1,200.00	349.31	70.60	850.69	29.1
248-260-718-000	Dental Insurance	700.00	222.13	42.85	477.87	31.7
248-260-719-000	Pension	5,120.00	2,541.12	463.52	2,578.88	49.6
248-260-720-000	Unemployment	0.00	0.00	0.00	0.00	0.00
248-260-721-000	Vision Care	130.00	45.91	8.95	84.09	35.32
248-260-722-000	Worker's Comp. Insurance	0.00	0.00	0.00	0.00	0.00
248-260-801-000	Contractual Services	0.00	0.00	0.00	0.00	0.00

Attachment: November r&E (6472 : Financial Reports)

PERIOD ENDING 11/30/2023

% Fiscal Year Completed: 41.80

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 11/30/2023	ACTIVITY FOR MONTH 11/30/2023	AVAILABLE BALANCE	% BI US
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Expenditures						
248-260-801-002	Contr Services - Police Admin Fee	60,000.00	26,000.00	5,200.00	34,000.00	43.3
248-260-801-003	Contract Services - DPW Admin Fee	30,000.00	13,073.88	2,667.30	16,926.12	43.5
248-260-801-004	Contract Services - GF Admin Fee	70,000.00	29,166.65	5,833.33	40,833.35	41.6
248-260-801-005	Contractual Services- Township	2,700.00	0.00	0.00	2,700.00	0.0
248-260-801-012	Contractual Services-Parking Code Enforc	21,000.00	9,100.00	1,820.00	11,900.00	43.3
248-260-801-022	Cont Service-Police Crowd Control	20,000.00	8,666.65	1,733.33	11,333.35	43.3
248-260-801-023	Contract Services-DPW event support	10,000.00	4,333.35	866.67	5,666.65	43.3
248-260-801-033	Contract Services-DPW snow removal	15,000.00	6,500.00	1,300.00	8,500.00	43.3
248-260-805-000	Audit Fees	2,000.00	2,000.00	2,000.00	0.00	100.0
248-260-810-000	Legal Services	16,340.00	14,091.10	0.00	2,248.90	86.2
248-260-823-000	Website/Software	6,000.00	1,644.56	289.10	4,355.44	27.4
248-260-823-001	Municipal Software	5,000.00	732.00	104.00	4,268.00	14.6
248-260-829-000	Planner Services	5,000.00	0.00	0.00	5,000.00	0.0
248-260-851-000	Telephone	3,500.00	1,349.72	190.36	2,150.28	38.5
248-260-900-000	Printing and Publication	100.00	0.00	0.00	100.00	0.0
248-260-920-000	Utilities	4,000.00	1,547.07	278.10	2,452.93	38.6
248-260-921-000	Municipal Street Lighting	6,500.00	2,370.72	695.66	4,129.28	36.4
248-260-930-000	Repair and Maintenance	0.00	0.00	0.00	0.00	0.0
248-260-930-002	Building Maintenance	400.00	132.44	0.00	267.56	33.1
248-260-940-000	Equipment Rental	0.00	0.00	0.00	0.00	0.0
248-260-941-000	Office Rent	12,000.00	6,000.00	0.00	6,000.00	50.0
248-260-942-000	Office Expenses	3,865.00	578.41	0.00	3,286.59	14.9
248-260-942-019	Covid Office Expenses	0.00	0.00	0.00	0.00	0.0
248-260-946-000	Credit Card Fees	100.00	0.00	0.00	100.00	0.0
248-260-955-001	Credit Card Fees	0.00	0.00	0.00	0.00	0.0
248-260-956-000	Dues & Miscellaneous	1,500.00	1,070.00	0.00	430.00	71.3
248-260-957-000	Education & Training	4,500.00	654.00	0.00	3,846.00	14.5
248-260-958-000	General Activities Misc	0.00	0.00	0.00	0.00	0.0
248-260-958-019	Covid General Activities	0.00	0.00	0.00	0.00	0.0
248-260-961-000	Tax Tribunal Refunds	0.00	0.00	0.00	0.00	0.0
248-260-962-000	Mileage	500.00	0.00	0.00	500.00	0.0
248-260-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.0
248-260-965-401	Transfer to Capital Imp Fund	0.00	0.00	0.00	0.00	0.0
248-260-965-404	Transfer Out - DDA Property Acq Fund	157,500.00	157,500.00	0.00	0.00	100.0
248-260-974-000	Capital Outlay - Equipment	1,235.00	1,234.84	349.99	0.16	99.9
Total Dept 260 - GENERAL ACTIVITIES		614,586.00	346,960.81	35,135.22	267,625.19	56.4
Dept 725 - ORGANIZATION						
248-725-822-000	Newsletter	1,720.00	260.00	65.00	1,460.00	15.1
248-725-824-000	Volunteer Recognition & Dvp.	0.00	0.00	0.00	0.00	0.0
248-725-825-000	Gift Certificate Redemption	5,000.00	1,725.00	575.00	3,275.00	34.5
248-725-826-000	Historic Celebration/Education	580.00	579.74	0.00	0.26	99.9
248-725-827-000	Awareness Program	1,200.00	77.94	26.50	1,122.06	6.5
248-725-827-019	Covid Awareness Program/Organization	0.00	0.00	0.00	0.00	0.0
248-725-864-000	Grant & Scholarship Distribution	0.00	0.00	0.00	0.00	0.0
248-725-881-000	Merchandise to Sell	500.00	211.01	0.00	288.99	42.2
Total Dept 725 - ORGANIZATION		9,000.00	2,853.69	666.50	6,146.31	31.7
Dept 726 - DESIGN						
248-726-745-000	Beautification Supplies	1,500.00	462.56	0.00		

Attachment: November r&E (6472 : Financial Reports)

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION
PERIOD ENDING 11/30/2023
% Fiscal Year Completed: 41.80

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 11/30/2023	ACTIVITY FOR MONTH 11/30/2023	AVAILABLE BALANCE	% BI US
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Expenditures						
248-726-746-000	Hanging Baskets	3,400.00	0.00	0.00	3,400.00	0.0
248-726-801-000	Contractual Services	5,200.00	1,800.00	0.00	3,400.00	34.6
248-726-843-000	Facade Program	7,800.00	5.00	5.00	7,795.00	0.0
248-726-845-000	Public Art Program	0.00	0.00	0.00	0.00	0.0
248-726-883-000	Banners and Holiday Lighting	6,600.00	5,999.66	1,691.00	600.34	90.9
248-726-975-001	Capital Outlay - Beautification	0.00	0.00	0.00	0.00	0.0
248-726-975-002	Capital Outlay - Streets	0.00	0.00	0.00	0.00	0.0
248-726-975-019	Covid Capital Outlay	0.00	0.00	0.00	0.00	0.0
Total Dept 726 - DESIGN		24,500.00	8,267.22	1,696.00	16,232.78	33.7
Dept 728 - ECONOMIC DEVELOPMENT						
248-728-801-000	Contractual Services	34,500.00	4,750.00	5,750.00	29,750.00	13.7
248-728-860-000	Trolley Expense	28,000.00	12,518.49	5,462.13	15,481.51	44.7
248-728-861-000	Survey Expense	0.00	0.00	0.00	0.00	0.0
248-728-862-000	Training Materials	0.00	0.00	0.00	0.00	0.0
248-728-864-000	Grant & Scholarship Distriubution	0.00	0.00	0.00	0.00	0.0
248-728-886-000	Marketing Materials	0.00	0.00	0.00	0.00	0.0
248-728-886-001	Blight Reduction	0.00	0.00	0.00	0.00	0.0
248-728-886-002	Social District	1,000.00	231.60	0.00	768.40	23.1
248-728-888-000	Brand Marketing	20,000.00	15,030.19	4,855.72	4,969.81	75.1
248-728-888-001	Contractual Services Brand Marketing	29,700.00	14,275.00	2,245.00	15,425.00	48.0
Total Dept 728 - ECONOMIC DEVELOPMENT		113,200.00	46,805.28	18,312.85	66,394.72	41.3
Dept 729 - PROMOTION						
248-729-880-000	Event Promotion	500.00	307.65	0.00	192.35	61.5
248-729-880-001	Event Promo - Gazebo Series	10,200.00	10,170.07	0.00	29.93	99.7
248-729-880-004	Event Promo - Halloween Parade	2,500.00	2,123.11	304.11	376.89	84.9
248-729-880-005	Event Promo - Hmtwn/Holiday Vill	8,500.00	6,647.98	5,357.98	1,852.02	78.2
248-729-880-006	Event Promo - New Years Res. Run	0.00	0.00	0.00	0.00	0.0
248-729-880-007	Event Promo - Flower Fair	0.00	0.00	0.00	0.00	0.0
248-729-880-008	Event Promo-Photo Contest	0.00	0.00	0.00	0.00	0.0
248-729-880-009	Event Promo-Lake Orion Love Shop to Win	0.00	0.00	0.00	0.00	0.0
248-729-880-010	Babes On Broadway	0.00	0.00	0.00	0.00	0.0
248-729-880-011	Restaurant week	0.00	0.00	0.00	0.00	0.0
248-729-880-012	Sing & Stroll Tree Lighting	12,000.00	10,468.72	6,559.25	1,531.28	87.2
248-729-880-013	SD Nights- Stronger Together Winter	600.00	54.00	0.00	546.00	9.0
248-729-880-014	Octoberfest	0.00	0.00	0.00	0.00	0.0
248-729-880-015	Winter Activities	10,200.00	22.00	22.00	10,178.00	0.2
248-729-880-016	Athletic Events-other	0.00	0.00	0.00	0.00	0.0
248-729-880-017	Movie Night	1,700.00	998.81	245.93	701.19	58.7
248-729-880-019	Covid Event Promotion	0.00	0.00	0.00	0.00	0.0
248-729-880-100	Stronger Together- smr fall	3,300.00	167.88	15.88	3,132.12	5.0
248-729-885-000	Port-A-Johns	2,200.00	1,793.51	243.51	406.49	81.5
248-729-895-000	Event Promo-Comm. Sponsorships	0.00	0.00	0.00	0.00	0.0
248-729-975-020	Capital Outlay Parks & rec	0.00	0.00	0.00	0.00	0.0
Total Dept 729 - PROMOTION		51,700.00	32,753.73	12,748.66	18,946.27	63.35

Attachment: November r&E (6472 : Financial Reports)

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION
PERIOD ENDING 11/30/2023
% Fiscal Year Completed: 41.80

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 11/30/2023	ACTIVITY FOR MONTH 11/30/2023	AVAILABLE BALANCE	% BI US
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Expenditures						
Dept 730 - CAPITAL PROJECTS						
248-730-253-885	Knox Box Grant Program	0.00	0.00	0.00	0.00	0.00
248-730-885-100	Knox Box Grant Program	4,000.00	0.00	0.00	4,000.00	0.00
248-730-931-000	Repair & Maintenance-Equipment	0.00	0.00	0.00	0.00	0.00
248-730-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
248-730-965-301	Interfund TRF 2023 DDA Bond Project	422,709.00	0.00	0.00	422,709.00	0.00
248-730-965-404	Transfer Out - DDA Property Acq Fund	0.00	0.00	0.00	0.00	0.00
248-730-965-592	Transfers To Water/Sewer Fund	0.00	0.00	0.00	0.00	0.00
248-730-975-000	Capital Outlay	23,969.00	1,636.00	0.00	22,333.00	6.80
248-730-975-003	DDA Capital Outlay	5,000.00	3,371.00	0.00	1,629.00	67.40
248-730-975-005	DDA Capital Outlay- Wayfinding/Lighting	0.00	0.00	0.00	0.00	0.00
248-730-975-006	DDA Capital Outlay - Parking	0.00	0.00	0.00	0.00	0.00
248-730-975-009	Capital Outlay - Dumpsters	30,000.00	0.00	0.00	30,000.00	0.00
248-730-975-011	Capital Outlay - Trail Extensi	10,000.00	0.00	0.00	10,000.00	0.00
248-730-975-015	Captial Outlay- Outdoor Sound	0.00	0.00	0.00	0.00	0.00
248-730-975-020	Capital Outlay Parks & rec	0.00	0.00	0.00	0.00	0.00
248-730-992-000	Bond Principal	0.00	0.00	0.00	0.00	0.00
248-730-995-000	Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 730 - CAPITAL PROJECTS		495,678.00	5,007.00	0.00	490,671.00	1.00
TOTAL EXPENDITURES		1,308,664.00	442,647.73	68,559.23	866,016.27	33.80
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		1,299,623.00	745,838.86	(2,179.37)	553,784.14	57.30
TOTAL EXPENDITURES		1,308,664.00	442,647.73	68,559.23	866,016.27	33.80
NET OF REVENUES & EXPENDITURES		(9,041.00)	303,191.13	(70,738.60)	(312,232.13)	3,353.50
BEG. FUND BALANCE		638,446.44	638,446.44			
NET OF REVENUES/EXPENDITURES - 2022-23			(140,246.38)		(140,246.38)	
END FUND BALANCE		629,405.44	801,391.19			

Attachment: November r&E (6472 : Financial Reports)

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION
PERIOD ENDING 11/30/2023
% Fiscal Year Completed: 41.80

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 11/30/2023	ACTIVITY FOR MONTH 11/30/2023	AVAILABLE BALANCE	% BI US
Fund 301 - DOWNTOWN DEV BOND PROJECT 2023						
Revenues						
Dept 000 - REVENUE						
301-000-300-001	2023 Downtown Dev Tax Exempt Bond Projec	0.00	0.00	0.00	0.00	0.0
301-000-300-002	2023 Downtown Dev Tax Exempt Bond Projec	0.00	0.00	0.00	0.00	0.0
301-000-664-000	Interest Earnings	0.00	1,000.11	156.74	(1,000.11)	100.0
301-000-671-999	Appropriation from Fund Balanc	2,755,000.00	0.00	0.00	2,755,000.00	0.0
301-000-699-301	TRF in from DDA	0.00	0.00	0.00	0.00	0.0
Total Dept 000 - REVENUE		2,755,000.00	1,000.11	156.74	2,753,999.89	0.0
TOTAL REVENUES		2,755,000.00	1,000.11	156.74	2,753,999.89	0.0
Expenditures						
Dept 901 - 905						
301-901-930-000	Repair and Maintenance	0.00	0.00	0.00	0.00	0.0
301-901-950-000	Demolition & Land Improvement	300,000.00	1,900.00	1,900.00	298,100.00	0.0
301-901-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.0
301-901-971-000	Capital Outlay - Buildings	2,200,000.00	2,120,874.70	0.00	79,125.30	96.4
Total Dept 901 - 905		2,500,000.00	2,122,774.70	1,900.00	377,225.30	84.5
Dept 905 - DOWNTOWN Dev Bond 2023						
301-905-301-000	Bond Issuance Expense	0.00	0.00	0.00	0.00	0.0
301-905-731-000	2023 Bond Taxable Issuance Expenses	1,000.00	500.00	0.00	500.00	50.0
301-905-731-001	2023 Tax exempt Bond Issuance Expense	1,000.00	500.00	0.00	500.00	50.0
301-905-992-003	2023 DDA bonds Taxable	75,000.00	0.00	0.00	75,000.00	0.0
301-905-992-004	2023 DDA BONDS TAX EXEMPT	180,000.00	0.00	0.00	180,000.00	0.0
301-905-993-001	2023 DDA bond taxable interest	62,000.00	20,609.02	0.00	41,390.98	33.2
301-905-993-002	2023 DDA tax exempt bond interest	106,000.00	35,777.78	0.00	70,222.22	33.7
Total Dept 905 - DOWNTOWN Dev Bond 2023		425,000.00	57,386.80	0.00	367,613.20	13.5
TOTAL EXPENDITURES		2,925,000.00	2,180,161.50	1,900.00	744,838.50	74.5
Fund 301 - DOWNTOWN DEV BOND PROJECT 2023:						
TOTAL REVENUES		2,755,000.00	1,000.11	156.74	2,753,999.89	0.0
TOTAL EXPENDITURES		2,925,000.00	2,180,161.50	1,900.00	744,838.50	74.5
NET OF REVENUES & EXPENDITURES		(170,000.00)	(2,179,161.39)	(1,743.26)	2,009,161.39	1,281.8
BEG. FUND BALANCE						
NET OF REVENUES/EXPENDITURES - 2022-23			4,944,949.68		4,944,949.68	
END FUND BALANCE						

Attachment: November r&E (6472 : Financial Reports)

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION
PERIOD ENDING 11/30/2023
% Fiscal Year Completed: 41.80

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 11/30/2023	ACTIVITY FOR MONTH 11/30/2023	AVAILABLE BALANCE	% BUDGET USED
Fund 404 - DDA PROPERTY ACQUISITION						
Revenues						
Dept 000 - REVENUE						
404-000-664-000	Interest Earnings	150.00	62.67	9.80	87.33	41.7
404-000-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.0
404-000-699-248	Interfund Transfer In - DDA	483,750.00	157,500.00	0.00	326,250.00	32.5
Total Dept 000 - REVENUE		483,900.00	157,562.67	9.80	326,337.33	32.5
TOTAL REVENUES		483,900.00	157,562.67	9.80	326,337.33	32.5
Expenditures						
Dept 901 - 905						
404-901-901-000	Debt Service- Parking Deck	168,750.00	0.00	0.00	168,750.00	0.0
404-901-930-000	Repair & Maintenance - Bldg	0.00	0.00	0.00	0.00	0.0
404-901-950-000	Demolition & Land Improvement	0.00	0.00	0.00	0.00	0.0
404-901-956-000	Miscellaneous	0.00	0.00	0.00	0.00	0.0
404-901-971-000	Capital Outlay - Building	0.00	0.00	0.00	0.00	0.0
404-901-980-248	Prop Acq Transfer to DDA	0.00	0.00	0.00	0.00	0.0
404-901-992-000	Bond Principal	300,000.00	300,000.00	0.00	0.00	100.0
404-901-995-000	Bond Interest	15,000.00	15,000.00	0.00	0.00	100.0
Total Dept 901 - 905		483,750.00	315,000.00	0.00	168,750.00	65.1
TOTAL EXPENDITURES		483,750.00	315,000.00	0.00	168,750.00	65.1
Fund 404 - DDA PROPERTY ACQUISITION:						
TOTAL REVENUES		483,900.00	157,562.67	9.80	326,337.33	32.5
TOTAL EXPENDITURES		483,750.00	315,000.00	0.00	168,750.00	65.1
NET OF REVENUES & EXPENDITURES		150.00	(157,437.33)	9.80	157,587.33	14,958.2
BEG. FUND BALANCE		222,473.45	222,473.45			
NET OF REVENUES/EXPENDITURES - 2022-23			104,367.25		104,367.25	
END FUND BALANCE		222,623.45	169,403.37			
TOTAL REVENUES - ALL FUNDS		4,538,523.00	904,401.64	(2,012.83)	3,634,121.36	19.9
TOTAL EXPENDITURES - ALL FUNDS		4,717,414.00	2,937,809.23	70,459.23	1,779,604.77	62.2
NET OF REVENUES & EXPENDITURES		(178,891.00)	(2,033,407.59)	(72,472.06)	1,854,516.59	1,136.6
BEG. FUND BALANCE - ALL FUNDS		860,919.89	860,919.89			
END FUND BALANCE - ALL FUNDS		852,028.89	970,794.56			

Attachment: November r&E (6472 : Financial Reports)

12/11/2023

COMPARATIVE BALANCE SHEET FOR VILLAGE OF LAKE ORION

GL Number	Description	PERIOD ENDED 11/30/2022	PERIOD ENDED 11/30/2023
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND			
*** Assets ***			
248-000-001-000	Cash	0.00	448.11
248-000-002-000	Cash Savings	425,511.59	392,646.54
248-000-007-000	Payroll-checking	0.00	(100.00)
248-000-010-000	Investment/LGIP County Inv	396,721.35	402,365.11
248-000-011-000	Cash - Payroll Savings	0.00	6,431.43
	Total Assets	822,232.94	801,791.19
*** Liabilities ***			
248-000-202-000	Accounts Payable	2,332.11	0.00
248-000-213-000	Accrued Property Tax - Est Chargebacks	400.00	400.00
	Total Liabilities	2,732.11	400.00
*** Fund Balance ***			
248-000-390-000	Fund Balance - Unassigned	638,446.44	638,446.44
	Total Fund Balance	638,446.44	638,446.44
	Beginning Fund Balance	638,446.44	638,446.44
	Net of Revenues VS Expenditures - 22-23		(140,246.38)
	*22-23 End FB/23-24 Beg FB	498,200.06	
	Net of Revenues VS Expenditures - Current Year	181,054.39	303,191.13
	Ending Fund Balance	819,500.83	801,391.19
	Total Liabilities And Fund Balance	822,232.94	801,791.19
* Year Not Closed			
	Current Budget Appropriation of Fund Balance		107459.00
	Reserve for Operating Budget (20%)		180650.00
	Reserve for Future Parking Expansion		<u>73191.00</u>

Attachment: Nov 23 balance Sheet (6472 : Financial Reports)

Fund 301 - DOWNTOWN DEV BOND PROJECT 2023

*** Assets ***

301-000-001-000	Cash	0.00	56,386.80
301-000-002-000	CASH	0.00	2,709,407.64
	Total Assets	0.00	2,765,794.44

*** Liabilities ***

301-000-214-101	Due to General Fund	0.00	6.15
	Total Liabilities	0.00	6.15
	Beginning Fund Balance	0.00	0.00
	Net of Revenues VS Expenditures - 22-23		4,944,949.68
	*22-23 End FB/23-24 Beg FB	0.00	
	Net of Revenues VS Expenditures - Current Year	0.00	(2,179,161.39)
	Ending Fund Balance	0.00	0.00
	Total Liabilities And Fund Balance	0.00	2,765,794.44

* Year Not Closed

Attachment: Nov 23 balance Sheet (6472 : Financial Reports)

Fund 404 - DDA PROPERTY ACQUISITION

*** Assets ***

404-000-002-000	Cash-Savings-DDA Property Acq.	222,540.30	169,403.37
	Total Assets	222,540.30	169,403.37

*** Liabilities ***

Total Liabilities	0.00	0.00
-------------------	------	------

*** Fund Balance ***

404-000-390-000	Fund Balance - Unassigned	222,473.45	222,473.45
	Total Fund Balance	222,473.45	222,473.45
	Beginning Fund Balance	222,473.45	222,473.45
	Net of Revenues VS Expenditures - 22-23		104,367.25
	*22-23 End FB/23-24 Beg FB	326,840.70	
	Net of Revenues VS Expenditures - Current Year	66.85	(157,437.33)
	Ending Fund Balance	222,540.30	169,403.37
	Total Liabilities And Fund Balance	222,540.30	169,403.37

* Year Not Closed

Attachment: Nov 23 balance Sheet (6472 : Financial Reports)



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.

DDA Board Meeting

DATE: December 19, 2023
FROM: Molly LaLone, DDA Executive Director
SUBJECT: Bill Approval

Attached:

Invoice Register: These are the disbursements that took place last month.

Credit Card Report: Lists the detail for the credit charges shown in the invoice register.

Recommended Motion: (Roll Call)

To approve disbursements in the amount of \$45,531.91 for November 2023.

12/11/2023 07:02 PM
User: stouts
DB: Village Of Lake

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION
POST DATES 11/01/2023 - 11/30/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: **7.1.a**

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 260 GENERAL ACTIVITIES					
248-260-719-000	VILLAGE CONTRIBUTION	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS	463.52	326
248-260-801-003	10/13/23	HOME DEPOT CREDIT SERVICES	DPW MULTIPLE PURCHASES OC	167.30	326
248-260-805-000	20.33%	ANDREWS HOOPER PAVLIC PLC	2023 FINANCIAL AUDIT	2,000.00	325
248-260-823-000	FLOWCODE	COMERICA BANK	MONTHLY CREDIT CARD STATEM	139.10	2
248-260-823-000	CLEAN MALWARE	BRIGHTWAY MARKETING	WEBSITE SERVICES	150.00	325
248-260-823-001	AGENDA AND MINUTES NOVEMBER	GRANICUS	BOARDS & COMMISSIONS/ AGEN	104.00	326
248-260-851-000	118 N BROADWAY NOV 7- DEC	COMCAST	118 N BROADWAY NOV BILL	190.36	326
248-260-920-000	24 FRONT ST ACCT 9200 096	DTE ENERGY	24 FRONT ST DTE	8.14	325
248-260-920-000	118 N BROADWAY	DTE ENERGY	DTE BILL-OCTOBER	161.86	325
248-260-920-000	118 N BROADWAY ACCT# 1000	CONSUMERS ENERGY	OCTOBER BILL	108.10	326
248-260-920-000	118 N BROADWAY	DTE ENERGY	DTE BILL-NOVEMBER	189.29	
248-260-921-000	165 S BROADWAY	DTE ENERGY	DTE BILL-OCTOBER	20.09	325
248-260-921-000	380 S BROADWAY ACCT 91004	DTE ENERGY	DTE BILLS OCT	675.57	326
248-260-921-000	165 S BROADWAY	DTE ENERGY	DTE BILL-NOVEMBER	22.32	
248-260-930-002	MAT	DARWEL ENTERPRISES LLC	MONTHLY MAT	33.11	
248-260-974-000	AMAZON	COMERICA BANK	MONTHLY CREDIT CARD STATEM	349.99	2
Total For Dept 260 GENERAL				4,782.75	
Dept 725 ORGANIZATION					
248-725-822-000	SNAP RETAIL	COMERICA BANK	MONTHLY CREDIT CARD STATEM	65.00	2
248-725-825-000	22 - \$25 DOWNTOWN DOLLAR	C313 PIZZA BAR	DOWNTOWN DOLLARS REDEMP TIC	550.00	326
248-725-825-000	GIFT CERT #4306	BROADWAY EMBROIDERY	DOWNTOWN DOLLARS REIMBURES	25.00	326
248-725-827-000	BROADWAY EMBROIDERY	COMERICA BANK	MONTHLY CREDIT CARD STATEM	26.50	2
Total For Dept 725 ORGANIZ				666.50	
Dept 726 DESIGN					
248-726-745-000	BROADWAY AND FLINT FLOWER	ROSEMARY FORD	WINTER DECORATIONS FOR INI	185.15	
248-726-801-000	DDA CLEANING NOVEMBER	PL CARPET CLEANING	MONTHLY CLEANING	350.00	
248-726-883-000	LIGHTS ON TREES	MERRY AND BRIGHT	MERRY AND BRIGHT	6,586.00	326
Total For Dept 726 DESIGN				7,121.15	
Dept 728 ECONOMIC DEVELOPMENT					
248-728-801-000	CONTRACT GRANT WRITING	G&G MUNICIPAL CONSULTING	GRANT WRITING	5,750.00	326
248-728-860-000	SEPTEMBER INV #151	NOTA	TROLLEY EXPENSE	5,462.13	326
248-728-888-000	ALLIED MEDIA	COMERICA BANK	MONTHLY CREDIT CARD STATEM	2,384.72	2
248-728-888-000	MONTHLY ADVERTISING FEE	VIEW NEWSPAPER GROUP	ADVERTISING	828.00	326
248-728-888-000	HOLIDAY FLYERS	GRAPHIC TAKEOVER LLC	HOLIDAY BUSINESS PROMO FLY	1,643.00	326
248-728-888-001	MONTHLY FEE	HUDSON COLLECTIVE	MONTHLY MARKETING/BRANDING	2,245.00	326
Total For Dept 728 ECONOMI				18,312.85	
Dept 729 PROMOTION					
248-729-880-004	AMAZON	COMERICA BANK	MONTHLY CREDIT CARD STATEM	304.11	2
248-729-880-005	EDS BROADWAY GIFT	COMERICA BANK	MONTHLY CREDIT CARD STATEM	197.98	2
248-729-880-005	NOEL CAROLERS	CAREY & PAUL GROUP	SING AND STROLL	275.00	325
248-729-880-005	SING & STROLL	DAVID CHARLES EVENTS	AUDIO AND LABOR	6,284.25	325
248-729-880-005	CONTRACT AMOUNT DUE FOR 2	BLACKSTONE STABLES	HORSE & CARRIAGE RIDES	5,160.00	326
248-729-880-015	POPLIN	COMERICA BANK	MONTHLY CREDIT CARD STATEM	22.00	2
248-729-880-017	FACEBOOK	COMERICA BANK	MONTHLY CREDIT CARD STATEM	245.93	2
248-729-880-100	EVERGREEN'S COFFEE	COMERICA BANK	MONTHLY CREDIT CARD STATEM	15.88	2
248-729-885-000	CHILDREN'S PARK	TURNER SANITATION	PORT-A-JOHS	243.51	326
Total For Dept 729 PROMOTI				12,748.66	
Total For Fund 248 DOWNTOW				43,631.91	
Fund 301 DOWNTOWN DEV BOND PROJECT 2023					
Dept 901 905					
301-901-950-000	INV 2228.00-06 (APRIL 2023	AKA ARCHITECTS INC	DESIGN CONCEPTS AND BID RE	1,900.00	326
Total For Dept 901 905				1,900.00	
Total For Fund 301 DOWNTOW				1	

Attachment: November Invoice register (6469 : Bill Approval)

12/11/2023 07:02 PM
User: stouts
DB: Village Of Lake

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION
POST DATES 11/01/2023 - 11/30/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: **7.1.a**

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check
-----------	-------------------	--------	---------------------	--------	-------

Attachment: November Invoice register (6469 : Bill Approval)

12/11/2023 07:02 PM
User: stouts
DB: Village Of Lake

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION
POST DATES 11/01/2023 - 11/30/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check
Fund Totals:					
			Fund 248 DOWNTOWN DEVELOPM	43,631.91	
			Fund 301 DOWNTOWN DEV BONI	1,900.00	
				45,531.91	

Attachment: November Invoice register (6469 : Bill Approval)

October 2023 Credit Card Report -				
Trans Date	Merchant	GL#	Explanation	Amount
9/29/2023	Rochester Event & Equip	248-729-880-017	Movie Night	\$ 70.63
9/29/2023	Walmart	248-729-880-017	Sponsor Chairs	\$ 63.54
9/29/2023	Dollar Tree	248-729-880-017	Movie Night Supplies	\$ 11.95
10/3/2023	Idea 39	248-728-888-000	Marketing brochure	\$1,700.00
10/5/2023	Amazon	248-729-880-004	Halloween props	\$ 110.00
10/5/2023	Amazon	248-729-880-004	Halloween props	\$ 90.08
10/7/2023	Flowcode	248-260-823-000	Website	\$ 9.95
10/9/2023	Amazon	248-729-880-017	Movie Night Supplies	\$ 89.81
10/11/2023	Amazon	248-729-880-004	Halloween Props	\$ 1.00
10/11/2023	Amazon	248-729-880-004	LED String Lights	\$ 16.99
10/11/2023	Amazon	248-729-880-004	Halloween Props	\$ 27.18
10/11/2023	Evergreens	248-729-880-100	ST Fall	\$ 15.88
10/12/2023	SnapRetail	248-725-822-000	Newsletter	\$ 65.00
10/17/2023	IONOS	248-260-823-000	Website	\$ 19.00
10/18/2023	Poplin Laundry	248-729-880-015	Ice Fest Winter Activities	\$ 22.00
10/18/2023	Great Lakes Ace	248-729-880-004	Halloween supplies	\$ 29.65
10/19/2023	Allied Media	248-728-888-000	DDA Mailer	\$ 684.72
10/20/2023	META	248-729-880-017	Movie Night	\$ 10.00
10/22/2023	Adobe	248-260-823-000	Website / Software	\$ 21.19
10/26/2023	Network Solutions	248-260-823-000	Website	\$ 72.97
10/26/2023	Canva	248-729-880-005	Hometown Holidays	\$ 150.00
10/27/2023	Walmart	248-729-880-005	Hometown Holidays	\$ 26.48
10/27/2023	Ed's Broadway Gift	248-729-880-005	Hometown Holidays	\$ 21.50
10/28/2023	Network Solutions	248-260-823-000	Website / Software fee	\$ 15.99
10/29/2023	Amazon	248-260-974-000	Laptop	\$ 349.99
10/30/2023	Broadway Embroidery	248-725-827-000	Awareness	\$ 26.50

Attachment: October Credit Card Report (6469 : Bill Approval)

|

|



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.

DDA Board Meeting

DATE: December 19, 2023
FROM: Molly LaLone, DDA Executive Director
SUBJECT: Budget - 2024-2025

Background Information:

This is the preliminary budget for the Lake Orion DDA 2024-2025 fiscal year beginning July 1, 2024

248 Fund, Downtown Development Authority Fund: This fund is balanced and includes

- Funds Committed by DDA for VLO including unused this fiscal year plus the estimated 75% revenue share approved per resolution by both VLO and DDA
- Increased funds to build dumpster enclosures in all quadrants including the gateway property.
- Ridgeline lighting and Spanner lights on building near main intersection
- Façade grants for business and property owners in Downtown Lake Orion
- Increased funds for marketing and the marketing contracts
- Matching funds for potential grants the DDA may apply for
- Funds for Interns and other contractual staff
- Funds for public art and Historic building signs
- More holiday lights and fall décor.

301 Fund, Downtown Development Bond Project 2023: This fund is balanced. The DDA will work with the VLO Finance Director to develop the proper GL numbers for this fund. The initial

budget includes a capital campaign goal which matches the annual bond payment. The LO Gateway Committee has discussed offering naming rights and private developer public benefit to help reach this goal. Additionally, the DDA Board voted to request a tech visit paid for by MSOC for additional fundraising assistance. Tim Colbeck, MSOC, is working to provide an initial quote for this tech visit.

404 Fund, DDA Property Acquisition and Improvements: This fund shows no activity for the upcoming fiscal year. Director M. LaLone recommends identifying a specific gateway project for which to use the funds. Per PA 57 of 2018, funds are not meant to sit, but instead to be used for public benefit.

Tentative Budget Review Calendar:

6:30pm	19-Dec-23	Initial Presentation of Director suggested DDA Budget
6:30pm	16-Jan-24	DDA budget reflecting initial board feedback
6:30pm	23-Jan-24	Presentation by DDA Committees for recommendations
6:30pm	30-Jan-24	Board Review of requests and Committee recommendations
6:30pm	13-Feb-24	Review of DDA budget based upon board feedback
6:30pm	20-Feb-24	Recommendation of DDA budget for inclusion in VLO budget

Recommended Motion 1:

To Review and File the Initial DDA Budget

Recommended Motion 2:

To adopt the Budget Review Calendar

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
FUND 248 - DOWNTOWN DEVELOPMENT AUTHORITY											
ESTIMATED REVENUES											
Dept 000 - REVENUE							80/20 bond	1.00%	1.00%	1.00%	Projection increase (1%) per Oak Cty Equalization Best Practice
248-000-402-000	Property Tax - Current Real	304,910	322,661	658,713	934,065	903,236	912,268	921,391	930,605	939,911	Tax rebate for 120 S. Broadway (PA210) until 2030, Land Bank payment from taxes until 2025, Property sales affect tax income
248-000-402-100	Property Tax - Twp DDA Capture	344,763	372,527	392,840							
248-000-405-000	Property Tax - Personal										
248-000-412-000	Property Tax - DPPT P/Y & C/Y	866	678	(3,397)	972						
248-000-441-000	Local Community Stabilization Share T	18,059	8,128	8,015	10,094	10,000	10,000	10,000	10,000	10,000	
248-000-445-000	Penalties & Interest on Taxes	2,063	2,113	2,022	0	2,000	2,000	2,000	2,000	2,000	
248-000-539-000	State Grants	5,000	32,418	3,688	2,813	109,028					MSOC, MEDC, etc
248-000-582-000	Intergovernment - Police	81,030	95,649	87,764	15,927						
248-000-664-000	Interest Earned	7,068	2,482	2,297	4,973	2,500	2,500	2,500	2,500	2,500	
248-000-671-999	Appropriation from Fund Balanc				0	107,459					\$20,000 for façade grant
248-000-673-000	Sale Of Fixed Assets										
248-000-681-000	Reimburse - Insurance Claims				12,465						insurance payment for street light damage
248-000-683-000	Reimbursements-Other	6,500			10,000						
248-000-685-000	Sponsorships	7,000	17,210	17,283	38,750	102,400					goal:cover expenses for departments Economic Vitality and Promotion
248-000-685-100	Transportation sponsorship				16,183	28,000	28,000	28,000	28,000	28,000	goal: 100% sponsorship for Trolley
248-000-686-000	Downtown Events				19	20,000	18,500	18,500	18,500	18,500	To help cover trolley and event costs
248-000-686-002	Flower Fair Revenue	(8)	2660								
248-000-686-003	New Year Resolution Run Revenue										
248-000-686-004	OktoberFest Revenue			13,309	20,361		1,500	1,500	1,500	25,000	Oktoberfest on hold until property can be used. Trolley pub crawl income is here too.
248-000-686-005	Babes On Broadway										
248-000-686-006	Electrical Vehicles				16		500	500	500	500	
248-000-687-000	Merchandise Sales	25	1255	3,563	195	10,000	1,000	1,000	1,000	1,000	
248-000-688-000	Gift Certificate Sales	1,000	21913	20,900	3,425	5,000	500	500	500	500	
248-000-694-000	Miscellaneous	1,874	40	3,786	683						
248-000-696-000	PROCEEDS FROM THE SALE OF BC	500,000									

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
Totals for dept 000 - REVENUE		1,280,150	879,734	1,210,783	1,070,941	1,299,623	976,768	985,891	995,105	1,027,911	
TOTAL ESTIMATED REVENUES		1,280,150	879,734	1,210,783	1,070,941	1,299,623	976,768	985,891	995,105	1,027,911	

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
APPROPRIATIONS											
Dept 260 - GENERAL ACTIVITIES											
248-260-701-000	Wages	54,449	55,386	55,602	56,354	60,248	65,000	67,145	69,361	71,650	full time director salary (with COLA)
248-260-704-000	Wages - Administrative Coordinator	12,664	14,719	24,068	18,680	36,000	36,000	37,188	38,415	39,683	\$22/hour, up to 32 hours weekly
248-260-706-000	Wages - Event Coordinator	13,707	14,117	22,633	23,842	33,280	36,000	37,188	38,415	39,683	\$22/hour, up to 32 hours weekly
248-260-707-000	Wages - Grounds Coordinator	2,038	1,782	1,255	792	5,000	5,400	5,400	5400	5400	May - August, \$18/hr 20 hours weekly
248-260-715-000	Social Security	5,886	6,579	7,929	7,601	9,688	10,657	11,722	12,895	14,184	full time director benefits
248-260-716-000	Health Insurance- Medical	5,865	5,500	6,828	6,698	7,200	7,920	8,712	9,583	10,542	full time director benefits
248-260-717-000	Life & Disability Insurance	911	1,070	971	927	1,200	1,320	1,452	1,597	1,757	full time director benefits
248-260-718-000	Dental Insurance	472	463	489	480	700	770	847	932	1,025	full time director benefits
248-260-719-000	Pension	3,782	3,561	636	5,003	5,120	5,632	6,195	6,815	7,496	full time director benefits
248-260-721-000	Vision Care	96	108	107	100	130	143	157	173	190	full time director benefits
248-260-722-000	Worker's Comp. Insurance										
248-260-801-000	Contractual Services - general		1,599			15,000	20,000	20,600	21,218	21,855	Interns (\$5,000/qtr) & Interim Staff
248-260-801-002	Contr Services-Police Dtn Law Enforce	81,030	85,429	60,000	60,000	60,000	60,000	60,000	60,000	60,000	Change to original approval
248-260-801-003	Contract Services-DPW maintenance	31,200	31,200	26,196	30,000	30,000	30,000	30,000	30,000	30,000	Change to original approval
248-260-801-004	Contractual Services - administrative	1,739	66,738	68,004	70,000	70,000	70,000	70,000	70,000	70,000	Change to original approval
248-260-801-005	Contractual Services - Township			2,700	2,700	2,700					Change to reflect costs
248-260-801-012	Contr Services-Police Dtn parking & Code enforcement			20,004	21,000	21,000	21,000	21,000	21,000	21,000	Change to original approval
248-260-801-022	Contr Services-Police Crowd Control			9,996	20,000	20,000	20,000	20,000	20,000	20,000	Change to original approval
248-260-801-023	Contract Services-DPW event support			5,004	10,000	10,000	10,000	10,000	10,000	10,000	Change to original approval
248-260-801-033	Contract Services-DPW snow removal			12,000	15,000	15,000	15,000	15,000	15,000	15,000	Change to original approval
248-260-805-000	Audit Fees	2,200	1,839	1,560	1,545	2,000	2,000	2,000	2,000	2,000	Shared cost with VLO
248-260-810-000	Legal Services	3,152	4,364	6,868	12,132	5,340	5,000	5,000	5,000	5,000	Mr. Davis, legal counsel
248-260-823-000	Website/Software	2,645	5,862	4,968	6,706	6,000	6,000	6,000	6,000	6,000	downtownlakeorion.org
248-260-823-001	Municipal Software	3,599	1,249	4,035	1,248	5,000	5,000	5,000	5,000	5,000	Minutetrace, BS&A etc shared cost
248-260-829-000	Planner Services	14,074			950	5,000	5,000	5,000	5,000	5,000	
248-260-851-000	Telephone	3,362	2,535	3,452	3,247	3,500	3,535	3,570	3,606	3,642	To reflect increase in cost
248-260-900-000	Printing and Publication	82	76	90	182	100	100	100	100	100	
248-260-920-000	Utilities	3,734	3,004	3,084	3,922	4,000	3,500	3,535	3,570	3,606	To reflect increase in cost
248-260-921-000	Municipal Street Lighting	20,039	7,645	6,782	28,967	6,500	6,500	6,565	6,631	6,697	utility bill plus light pole replacement (from fund balance as needed)
248-260-930-000	Repair and Maintenance	270	438	1,092	705	0	500	500	500	500	Office Related
248-260-930-002	Building Maintenance			47	1,019	0	500	500	500	500	DDA Office Maintenance
248-260-940-000	Equipment Rental				70	0	0	0	0	0	

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
248-260-941-000	Office Rent	12,000	12,000	12,000	12,000	12,000	15,000	15,000	15,000	15,000	New contract 24-25, recommend three year lease if possible
248-260-942-000	Office Expenses	3,468	3,550	5,689	4,979	4,000	5,000	5,050	5,101	5,152	
248-260-946-000	Credit Card Fees	477	168	65	9	100	50	50	50	50	for when DDA is paying cc fees from VLO instead customer
248-260-956-000	Dues & Miscellaneous	3,096	1,257	947	1,036	1,500	1,545	1,560	1,576	1,592	MDA, MSA,Chamber,
248-260-957-000	Education & Training	4,811	2,359	4,379	8,784	1,000	5,000	5,050	5,101	5,152	Main Street Now, MDA, Oak Cty
248-260-958-000	General Activities Misc	1,017	1,186	168	739	150	150	150	150	150	
248-260-961-000	Tax Tribunal Refunds										from Fund Balance if needed
248-260-962-000	Mileage	266	7	794	1,537	500	1,500	1,500	1,500	1,500	
248-260-965-101	Transfer Out - General Fund	66,738		120,000							
248-260-965-401	Transfer to Capital Imp Fund										
248-260-965-404	Transfer Out - DDA Property Acq Fund		14,250		110,000	157,500					2020 Parking Debt Service transfers to 404-000-699-248. Final payment paid August 17, 2023
248-260-974-000	Capital Outlay - Equipment	32	260	1,587	1,174	1,500	2,000	2,020	2,040	2,061	computer equipment upgrades
Totals for dept 260 - GENERAL ACTIVITIES		358,901	350,300	502,029	550,128	617,956	482,722	490,758	499,228	508,165	

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
Dept 725 - ORGANIZATION											
248-725-822-000	Newsletter	509	984	1,125	817	1,800	1,800	1,800	1,800	1,800	snapretail, flowcode, canva
248-725-824-000	Volunteer Recognition & Dvp.	1,129	41	373	0	0	1,000	1,010	1,020	1,030	volunteer appreciation luncheon and other recognition
248-725-825-000	Gift Certificate Redemption	2,900	15,270	29,601	9,365	5,000	5,000	5,000	5,000	5,000	Consider offering limited time offer dbl redemption to businesses
248-725-826-000	Historic Celebration/Education				1,588	500	2,500	2,525	2,550	2,576	Orion Historical Society building signs research and website info.
248-725-827-000	Awareness Program	942	400	1,209	1,637	1,200	1,500	1,515	1,530	1,545	Chamber luncheon, job advertisements, other board and committee related expenses
248-725-864-000	Grant & Scholarship Distriubution		32,011	1,188	1,000	0		0			MSOC and MSA pass through
248-725-881-000	Merchandise to Sell	1,140	46	137	75	500	5,000	5,050	5,101	5,152	Shop OC Main Streets E-commerce merch
Totals for dept 725 - ORGANIZATION		6,620	48,752	33,633	14,482	9,000	16,800	16,900	17,001	17,103	
Dept 726 - DESIGN											
248-726-745-000	Beautification Supplies	1,484	1,796	1,302	1,574	1,500	1,500	1,515	1,530	1,545	Main Intersection urns
248-726-746-000	Hanging Baskets		4,652		3,353	3,400	3,502	3,537	3,572	3,608	Summer flower on streetlights
To be added	#ST Fall Décor						1,500	1,515	1,530	1,545	September - October decorations to complement Oxford's Scarecrow Festival. Piechnik's is a likely sponsor/supplier
248-726-801-000	Contractual Services	1,625	3,555	2,285	5,172	5,200	5,252	5,305	5,358	5,411	cleaning: office and pub restroom at fire hall
248-726-843-000	Facade Program	20,150			0	7,800	25,680	43,894	36,186	28,552	Façade grant offered to businesses at Max \$20,000 per grant
248-726-845-000	Public Art Program			780	2,250	0	5,000	5,050	5,101	5,152	Window art, mural, matching funds for art related grant
											purchase light, installation, banners, and sponsor offset. Recommend 3 year contract. Added funds for spanner and
248-726-883-000	Banners and Holiday Lighting	30,685	3,881	9,962	9,639	6,600	10,000	50,000	47,950	48,430	ridgeline lights
248-726-975-001	Capital Outlay - Beautification	8,247	4,557	253	473		5,000	5,050	5,101	5,152	adopt a garden program, MSOC grant received, piechnik's supplier
248-726-975-002	Capital Outlay - Streets					0	500	505	510	515	Parklet creation, park benches, trash cans, cigarette urns

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
Totals for dept 726 - DESIGN		62,191	18,441	14,582	22,461	24,500	57,934	116,371	106,837	99,910	

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
Dept 728 - ECONOMIC DEVELOPMENT											
248-728-801-000	Contractual Services				5,563	34,500	34,500	34,500	34,500	34,500	G&G Grant services
248-728-802-000	Trolley Expense				28,064	28,000	28,000	28,000	28,000	28,000	Daily costs plus Maintenance paid through sponsorship then remainde split 50/50 Oxford/LODDA
248-728-861-000	Survey Expense				0	0	468	473	477	482	Survey Monkey ind plan Advantage Annual
248-728-862-000	Training Materials	817			457	0	1,500	1,515	1,530	1,545	Volunteer handbook, DDA Board handbook, other training/reference materials
248-728-864-000	Grant & Scholarship Distriubution	14,544	10				15,000	15,150	15,302	15,455	Pass Through for third party Grants awarded to dtn businesses and DDA funds to fulfill match requirements for grants applied for by DDA
248-728-886-000	Marketing Materials	4,113	1,575		1,325	0	1,500	1,515	1,530	1,545	used to be prosper mag, now E-commerce fee
248-728-886-001	Blight Reduction				0	0					
248-728-886-002	Social District		175	1,731	3,390	1,000	750	750	750	750	Fire wood, fire pits, propane, etc.
248-728-888-000	Brand Marketing	21,795	31,564	16,090	28,976	20,000	50,000	50,500	51,005	51,515	Banners, Signs, Graphics, news ads, media boosts, direct mail, Orion Living Mag, event related marketing,etc
248-728-888-001	Contractual Services Brand Marketing	21,000	18,320	17,748	29,545	29,700	75,000	75,750	76,508	77,273	Hudson Marketing - contract ends 6/30/2023. recommend adding crisis communication in addition to normal branding and a Pay to Play option for Businesses based upon frequency requested
Totals for dept 728 - ECONOMIC DEVELOPMENT		62,269	51,644	35,569	97,320	113,200	206,718	208,153	209,602	211,065	

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
Dept 729 - PROMOTION											
248-729-880-000	Event Promotion	1,038	17,898	2,655	1,796	500	2,500	2,525	2,550	2,576	Pop-up events
248-729-880-001	Event Promo - Gazebo Series	7,726	7,152	13,389	17,342	10,000	10,000	10,000	10,000	10,000	LOLive! 7 concerts, July 10 to August 28. Partial Sponsor by 20 Front Street
248-729-880-004	Event Promo - Halloween Parade	1,003	2,373	2,848	2,015	2,500	2,500	2,525	2,550	2,576	Halloween Extravaganza
+	Event Promo - Hmtwn/Holiday Vill	6,620	1,019	11,204	8,215	8,500	7,500	7,575	7,651	7,727	Horse & Carriage rides, Shop Small Sat
248-729-880-006	Event Promo - New Years Res. Run					0	0	0			
248-729-880-007	Event Promo - Flower Fair	1,084				0	0	0			
248-729-880-008	Event Promo-Photo Contest					0	250	50	50	50	
248-729-880-009	Event Promo-Lake Orion Love Shop to Win				0	0	0	0			
248-729-880-010	Babes On Broadway	372					0	0			
248-729-880-011	Restaurant week					0	2,500	2,525	2,550	2,576	ticketed event has giveaway and branded print materials for the restaurants (table tents, menus)
248-729-880-012	Sing & Stroll Tree Lighting	28	999	1,470	12,212	12,000	12,120	12,241	12,364	12,487	Production Co, marshmallow roasting supplies, Cocoa cups, candy canes. Once property is available for use, production may cost less.
248-729-880-013	Stronger together Winter		2400	3,629	682	600	2,500	2,525	2,550	2,576	letterboxing, passport
**248-729-880-014	Octoberfest			11,350	22,704		2,500	2,525	2,550	20,000	#ST trolley crawl (ticketed) until property can be used for full event. Free gift with purchase of ticket.
**248-729-880-015	Winter Activities			10,219	8,618	10,200	15,000	15,150	15,302	15,455	IceFest
248-729-880-016	Athletic Events - other					0	2,500	2,525	2,550	2,576	May Fitness month and July summer event
248-729-880-017	Movie Night				2,044	1,700	3,500	3,535	3,570	3,606	
248-729-880-100	Stronger Together -smr and fall				351	3,500	5,000	5,050	5,101	5,152	Giveaways for the following ticketed events: OktoberFest Trolley Crawl stein = \$1,250 plus costs for scavenger hunts or retail events during events like jubilee and dragon on the lake (both close roads)
248-729-885-000	Port-A-Johns	180		310	2,125	2,200	5,000	5,050	5,101	5,152	in children's Park May to Nov and additional at gateway property

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
248-729-895-000	Event Promo-Comm. Sponsorships	250	250	500	43	0	0	0	0	0	
Totals for dept 729 - PROMOTION		18,301	32,091	57,574	78,147	51,700	73,370	73,801	74,439	92,507	

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
Dept 730 - CAPITAL PROJECTS											
248-730-253-885	Knox Box Grant Program			19,333			4,000				
248-730-885-100	Knox Box Grant Program		2,680		0	4,000		5,000	6,000	10,000	Orion Twp Fire Dept collaboration for public safety, projected increase to cover new builds at Gateway Property
248-730-931-000	Repair & Maintenance-Equipment	2,235	999		3,146			0	0	0	
248-730-965-101	Transfer Out - General Fund	29,000	29,000								
248-730-965-301	Interfund TRF 2023 DDA Bond Project			2,324		422,709	53,075	0	0	0	Bond paid through 301 fund
248-730-965-404	Transfer Out - DDA Prop Acq Fund	35,000			104,178						Used to pay other debt, currently no other debt
248-730-965-592	Transfers To Water/Sewer Fund	124,800			0						Used to pay other debt specifically from VLO
248-730-975-000	Capital Outlay				387	23,969		37,584	44,494	51,474	for Village use within district (TIF Rev minus \$871,279)*.75 plus funds unused at end of current fiscal year. But also correct for TIF revenue at end of year for the unused funds.
248-730-975-003	DDA Capital Outlay	4,419	5,271	1,056 155	2,521	5,000	75,000	5,305	5,464	5,628	Shared Lease payments: Caruso, 115 S. Broadway, Anderson/Flint lot, LO Community Schools
248-730-975-005	DDA Capital Outlay - Wayfinding/Lighting	1,050			39,266	0		0	0	0	
248-730-975-006	DDA Capital Outlay - Parking	544,374	32,903		251,182	0		0	0	0	Maintenance of lots
248-730-975-009	Capital Outlay - Dumpsters				0	30,000		30,000	30000	30000	Dumpsters in each quadrant of downtown and 1-2 on new property
248-730-975-011	Capital Outlay - Trail Extensi				0	10,000	2,000	2,020	2,040	2,061	Trail connector, bike lot, and fix it stations maintenance
248-730-975-015	Capital Outlay - Outdoor Sound				0						
248-730-975-020	Capital Outlay Parks & rec				25,705						
248-730-992-000	Bond Principal		120,000								
248-730-995-000	Bond Interest		14,900								
Totals for dept 730 - CAPITAL PROJECTS		740,878	205,753	22,868	426,385	495,678	139,225	79,909	87,998	99,162	#REF!
											matches 248-000-671-999
TOTAL APPROPRIATIONS		1,249,160	706,981	666,255	1,188,923	1,312,034	976,769	985,891	995,105	1,027,912	
NET OF REVENUES/APPROPRIATIONS - FUND 248		30,990	172,753	544,528	(117,982)	(12,411)	(0)	0	(0)	(1)	

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
BEGINNING FUND BALANCE		354,248	387,237	559,269	638,446	520,464	508,053	508,052	508,052	508,052	
FUND BALANCE ADJUSTMENTS		1,998									
ENDING FUND BALANCE		387,236	559,269	638,446	520,464	508,053	508,052	508,052	508,052	508,052	fund balance uses the cents we don't show to round up or down. Caluculations are based upon percentages.

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
Fund 301 - DOWNTOWN DEV BOND PROJECT 2023											To be developed with input from finance director
Revenues											Fund 301 - Bond issuance 6/29/23
Dept 000 - REVENUE											
301-000-300-001	2023 Downtown Dev Tax Exempt					-					
301-000-300-002	2023 Downtown Dev Taxable Bond					-					
301-000-664-000	Interest Earnings					1,000	800	640	512	410	less interest as funds are spent
301-000-671-999	Appropriation from Fund Balance						500,000	500,000	500,000	444,950	disbursement of bond revenue
ADD	Capital Campaign Fundraising						419,709	420,721	421,333	423,115	Equal to total bond payments
301-000-699-301	TRF in from DDA					-					Transfer from 248-730-965-301
Total Dept 000 -	Revenue					1,000	920,509	921,361	921,845	868,475	
TOTAL REVENUES						1,000	920,509	921,361	921,845	868,475	
Dept 901-905											
301-901-930-000	Repair and Maintenance										
301-901-950-000	Demolition & Land Improvement					300,000	500,800				
301-901-956-000	Dues & Miscellaneous					0					
301-901-971-000	Capital Outlay - Buildings					2,200,000			500,512		
ADD	Capital Outlay - Parking							250,640			
ADD	Capital Outlay - Infrastructure							250,000		445,360	
Total Dept 901-905						2,500,000	500,800	500,640	500,512	445,360	
Expenditures											
Dept 905 - Downtown Dev Bond 2023											
301-905-301-000	Bond Issuance Expenses					0	-	-			
301-905-731-000	2023 Bond Taxable Issuance					1,000					
301-905-731-001	2023 Tax exempt Bond Issuance					1,000					
301-905-992-003	2023 DDA bonds Taxable					75,000	60,000	60,000	65,000	70,000	
301-905-992-004	2023 DDA BONDS TAX EXEMPT					180,000	150,000	160,000	165,000	170,000	
301-905-993-001	2023 DDA bond taxable interest					62,000	76,909	73,921	70,933	69,315	
301-905-993-002	2023 DDA tax exempt bond interest										
						106,000	132,800	126,800	120,400	113,800	
Total Dept 905 - Downtown Dev Bond 2023						425,000	419,709	420,721	421,333	423,115	
TOTAL EXPENDITURES						2,925,000	920,509	921,361	921,845	868,475	

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
Fund 301 - DOWNTOWN DEV BOND PROJECT 2023:											
TOTAL REVENUES						1,000	920,509	921,361	921,845	868,475	
NET OF REVENUES & EXPENDITURES						(2,924,000)	0	0	0	(0)	
BEG. FUND BALANCE						4,944,950	4,944,950	2,020,950	1,520,950	1,020,950	520,950
Adjustment to fund balance							(500,000)	(500,000)	(500,000)	(444,950)	removing appropriation from fund balance shown in revenue
END FUND BALANCE						4,944,950	2,020,950	1,520,950	1,020,950	520,950	75,999

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
Fund 404 - DDA PROPERTY ACQUISITION & IMPROVEMENTS											projects include Slater St lot, Front street restoration, and other parking lot and street resurfacing (for use in PA 57 reports as needed)
ESTIMATED REVENUES											
Dept 000 - REVENUE											
404-000-664-000	Interest Earnings	138	138	162	150	150	0	0	0	0	
404-000-699-248	Interfund Transfer In - DDA	35,000	14,250	120,000	214,178	483,750	0	0	0	0	transfer from 248-260-965-404
Totals for dept 000 - REVENUE		35,138	14,388	120,162	214,328	483,900	0	0	0	0	
TOTAL ESTIMATED REVENUES		35,138	14,388	120,162	214,328	483,900	0	0	0	0	
APPROPRIATIONS											
Dept 901 - CAPITAL OUTLAY											
248-901-971-000	Captial Outlay - Building										
404-901-901-000	Debt Service - Parking Deck					168,750	0	0	0	0	
404-901-992-000	Bond Principal			100,000	300,000	300,000	0	0	0	0	Debt Service - Road improvements
404-901-995-000	Bond Interest			12,500	10,000	15,000	0	0	0	0	Interest - Road Improvements
Totals for dept 901 - CAPITAL OUTLAY				112,500	310,000	483,750	0	0	0	0	
TOTAL APPROPRIATIONS				112,500	310,000	483,750	0	0	0	0	
NET OF REVENUES/APPROPRIATIONS - FUND 404		35,138	14,388	7,662	(95,672)	150	0	0	0	0	
BEGINNING FUND BALANCE		165,286	200,424	214,812	222,474	126,802	126,952	126,952	126,952	126,952	
Fund Balance Adjustments											
ENDING FUND BALANCE		200,424	214,812	222,474	126,802	126,952	126,952	126,952	126,952	126,952	

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)

DDA Budget	2023-2024	2019-20	2020-21	2021-2022	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	Board Request	PROJECTION	PROJECTION	PROJECTION	Notes
GL NUMBER	DESCRIPTION										
ALL FUNDS - 248, 301 AND 404											
ESTIMATED REVENUES - ALL FUNDS		1,315,288	894,122	1,330,945	1,285,269	1,784,523	1,897,277	1,907,252	1,916,950	1,896,386	
APPROPRIATIONS - ALL FUNDS		1,249,160	706,981	778,755	1,498,923	4,720,784	1,897,278	1,907,252	1,916,950	1,896,387	
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		66,128	187,141	552,190	(213,654)	(2,936,261)	(0)	0	(0)	(1)	
BEGINNING FUND BALANCE - ALL FUNDS		519,534	587,661	774,081	860,920	5,592,215	2,655,954	2,155,953	1,655,954	1,155,954	
FUND BALANCE ADJUSTMENTS - ALL FUNDS		1,998	0			0	(500,000)	(500,000)	(500,000)	(444,950)	
ENDING FUND BALANCE - ALL FUNDS		587,660	774,081	860,920	5,592,215	2,655,954	2,155,953	1,655,954	1,155,954	711,003	

Attachment: DDA Budget 24-25 initial dec 23 (6480 : Budget - 2024-2025)



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.

DDA Board Meeting

DATE: December 19, 2023

FROM: Molly LaLone, DDA Executive Director

SUBJECT: Contract Approval - Pre-Demolition Hazardous Materials and Asbestos Survey

Attached:

Bid comparison sheet

bid tabulation

Background Information:

The purpose of Pre-Demolition Hazardous Materials and Asbestos Survey is to identify any materials which will require special treatment prior to the demolition.

This report will be used to create the RFP for abatement. Once abatement is finished, the demolition bids can be updated for review by bid review team.

Bid Request Published September 20th

Addendum to bid sent to original bidders: November 7th

Site tours: September 27th, October 3rd, or October 6th.

Additional Resources offered: Baseline Environmental Assessment, and Property Conditions Report

Bid Review Team: H. Lorant, M. Shell, and A. Campbell

PRELIMINARY SCHEDULE

Is this a DDA Priority? (***Bold and Underline***)

(NO) or If yes, see below:

1. Dumpster Enclosures
2. Downtown Lighting
3. Gazebo Electrical Improvements
4. EV Charging Stations

5. Property Acquisition

Previously Budgeted ?	<u>Yes</u>	No
-----------------------	------------	----

Financial Impact:

Fiscal Year	GL #	Description	Budget	Available Balance	Action Item Cost	Remaining Balance
23-24	301-901-950-000	Demolition & Land Improvement	300,000	298,100		
		Hazardous Materials Survey			6,000	\$ 292,100

The funds for this project will come from the 301 fund for the Lake Orion Lumberyard Project.

Review Team Recommendation: The DDA Bid Review Team recommends Baker & Associates.

Director Recommendation: Lowest bid is Baker & Associates. In this case, I believe the best value will be the lowest bid.

Recommended Motion: To approve hiring Baker & Associates for Pre-Demolition Hazardous Materials and Asbestos Survey of the Lake Orion Lumberyard not to exceed \$6,000 from 301-901-950-000 Demolition & Land Improvement.

Proposals

OPEN BIDS

Revised Haz Matls & Asbestos Survey

DUE: 11/29/23

Time: 1 pm

Date Opened: 11/30/23

Time: 1 pm

	Name and Contact Info	Date/ Time Received	Flat Fee (Field Inspection and Reporting)	Cost per sample - 1 Week Turnaround	73 samples (for comparison, bidders estimated different quantities)	Base Bid (73 samples each)	Samples per bidders estimate (varies per bidder)	Bid based upon estimated samples	Insurance	Notes		
1.)	Baker & Associates	11/28/2023	\$ 5,300	\$ 9	73	\$ 5,920.50	60	\$ 5,810.00	Yes	Asbestos Abatement not included Range: \$5810 to \$6335 without Samples: 60		extra PLM samples range \$1035 to \$3300
2.)	TriMedia Environmental & Engineering	11/29/2023 11:26 a.m.	\$ 6,350	\$ 10	73	\$ 7,063.94	250	\$ 8,795.00	Yes	Asbestos Abatement not included Range: \$8795 to \$10590 Samples: ~250		
3.)	Technical Service Professionals, LLC (TSP)	11/29/2023 12:30 p.m.	\$ 5,250	\$ 10	73	\$ 5,980.00	73	\$ 5,980.00	Yes	Asbestos Abatement not included Range - \$6495 to \$7075 Samples: 73		
4.)												
Date Opened:						Signatures		Alaina Campbell, Board Member				
								Matthew Shell, DDA Board Treasurer				
								Hank Lorant, Secretary				
Opened by: Molly Lalone, Alaina Campbell, Matt Shell, Hank Lorant								Molly Wing LaLone, Executive Director DDA				



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.

DDA Board Meeting

DATE: December 19, 2023
FROM: Janet Bloom,
SUBJECT: Executive Director Search

Background Information:

1. When is final deadline for submission of applications?
2. Who do you want to include on the interview team? From Board and from others (ie MSOC, MDA Etc)
3. Establish initial interview timeline: (first interviews, second interviews, references, and recommendation)
4. Where else do you want the available position posted?
5. What is the communication plan?

Is this a DDA Priority? (Bold and Underline)

(NO) or If yes, see below:

1. Dumpster Enclosures
2. Downtown Lighting
3. Gazebo Electrical Improvements
4. One Level Parking Deck with EV Charging Stations

Previously Budgeted?	<u>Yes</u>	No
----------------------	-------------------	----

Recommended Motion 1:

To approve the final deadline for submission of applications as _____

Recommended Motion 2:

To appoint _____ to be part of the interview team and to invite _____ from _____ to participate as well

Recommended Motion 3:

To adopt the following interview timeline:

- 1.
- 2.
- 3.

Recommended Motion 4:

In addition to the original ad posted on the MML.org website, to approve posting the available position _____

Recommended Motion 5:

To approve the following communications about the director search



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.

DDA Board Meeting

DATE: December 19, 2023
FROM: Molly LaLone, DDA Executive Director
SUBJECT: VLO Request - Meeks Park and Children's Park Pedestrian Bridges

Attached:

Request letter

Payment Record to parks

Minutes excerpt - commitment to parks

Background Information: The bridges along Meeks Park and Children's Park are in the process of getting safety updates. The Village Manager is requesting the DDA contribute \$95,574.11 towards the improvement of the two bridges because they are within the DDA district.

Is this a DDA Priority? (Bold and Underline)

(NO) or If yes, see below:

1. Dumpster Enclosures
2. Downtown Lighting
3. Gazebo Electrical Improvements
4. One Level Parking Deck with EV Charging Stations

Financial Impact:

The DDA did not set aside funds for park projects in the 2023-2024 fiscal budget. The DDA has contributed matching grant funds for bank stabilization of Paint Creek Trail. The total given was \$118,900 contributed in 2020, 2021, and 2022. This grant and project has not been approved by the Village yet, and the funds we contributed could be used differently, if the board would like to authorize the change of use of the funds.

Additionally, the Village could direct the DDA to use the capital outlay funds set aside specifically for Village directed projects. This year the amount budgeted for Village projects is \$23,969.

Previously Budgeted?			Yes	<u>No</u>		
Fiscal Y.	GL #	Description	Budget	Available Balance	Action Item Cost	Remaining Balance
23-24	248-730-975-020	Capital Outlay Parks & rec	-	-		
		VLO Request for bridge project			95,574	(95,574)

How will this affect fund balance? If this were to be paid from fund balance, after reserves the balance would be \$40,926

Fiscal Y.	GL #	Description	Fund Balance	Fund Reserves	Remaining Balance
23-24	248-000-390-000	Fund Balance - Unassigned	801,391		
	248-000-671-999	Appropriation from Fund Balanc		107,459	693,932
		Net of Revenues VS Expenditures - 22-23		303,191	390,741
		Reserve for Operating Budget (20%)		180,650	210,091
		Reserve for Future Parking Expansion		73,191	136,900
		VLO Bridge request		95,974	\$ 40,926

Director Recommendation: I do not recommend authorizing extra funds for this project. The DDA Board could consider adding this request to the 24-25 budget.

DDA Board Chair Recommendation: Debbie Burgess, the current DDA Board Chair, stresses the importance of our sticking to our budget. With the purchase of the property, the DDA Budget has become very tight and anything that was not previously planned for will affect our fund balance and our ability to complete the projects we planned for.

Recommended Motion:

Deny request to take money from fund balance for the VLO bridge project request.

OR

Recommended Motion:

To consider VLO Bridge project request for addition to 24-25 DDA budget



Office of the Village Manager

Darwin D. P. McClary
Village Manager

October 3, 2023

Lake Orion Downtown Development Authority
c/o Debbie Burgess, Chair
118 N. Broadway
Lake Orion, MI 48362

**RE: REQUEST FOR CONTRIBUTION – MEEKS PARK AND CHILDREN’S PARK
PEDESTRIAN BRIDGES IMPROVEMENT PROJECTS**

Dear Chairperson Burgess and DDA Board of Directors:

The Village of Lake Orion recently completed the replacement of the Meeks Park Pedestrian Bridge and has purchased the steel support beams for a future Children’s Park Pedestrian Bridge replacement project. Both projects are located within the boundaries of the DDA development district. The cost to date for these projects is as follows:

Meeks Park Pedestrian Bridge Replacement:

• Engineering -	\$ 44,845.00	
• Bridge Superstructure Components -	\$ 20,000.00	
• Bridge Construction -	<u>\$105,265.11</u>	
Total:	\$170,110.11	
Less:	<u>\$ 69,439.00</u>	CDBG Reimbursement
Net Total:	<u>\$100,671.11</u>	

Children’s Park Pedestrian Bridge Steel Support Beams:

• Engineering through 08/17/23 -	\$ 5,529.00
• Steel Support Beams -	<u>\$ 39,748.00</u>
Total:	<u>\$ 45,277.00</u>

The village is respectfully requesting the DDA Board’s kind consideration to cover the net costs of construction and materials for the two pedestrian bridges in the amount of \$95,574.11. The village will cover the engineering costs totaling \$50,374.00.

Lake Orion Downtown Development Authority

October 3, 2023

Page 2

Thank you for your kind attention and consideration. If you have questions, please do not hesitate to contact me.

Sincerely,

VILLAGE OF LAKE ORION, MICHIGAN



Darwin D. P. McClary
Village Manager

xc: Molly LaLone, Executive Director, Lake Orion Downtown Development Authority
Lake Orion Village Council
Susan Galeczka, Village Clerk
Sonja Stout, Finance Director/Treasurer

Month Ended: June

GL NUMBER	DESCRIPTION	BALANCE AS OF 06/30/2018	BALANCE AS OF 06/30/2019	BALANCE AS OF 06/30/2020	BALANCE AS OF 06/30/2021	BALANCE AS OF 06/30/2022
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Expenditures						
Dept 729 - PROMOTION						
248-729-880-000	Event Promotion	48.38	116.73	1,038.04	17,898.04	3,400.41
248-729-880-001	Event Promo - Gazebo Series	6,022.68	7,368.12	7,726.00	7,152.47	13,688.81
248-729-880-004	Event Promo - Halloween Parade	666.57	966.46	1,002.84	2,372.82	2,848.01
248-729-880-005	Event Promo - Hmtwn/Holiday Vill	2,248.34	4,626.14	6,619.65	1,018.88	11,204.31
248-729-880-006	Event Promo - New Years Res. Run	2,658.15	122.99	0.00	0.00	0.00
248-729-880-007	Event Promo - Flower Fair	7,531.41	11,075.59	1,083.96	0.00	0.00
248-729-880-008	Event Promo-Photo Contest	0.00	0.00	0.00	0.00	14.11
248-729-880-009	Event Promo-Lake Orion Love Shop to Win	0.00	0.00	0.00	0.00	49.51
248-729-880-010	Babes On Broadway	3,202.33	384.75	372.36	0.00	0.00
248-729-880-012	Sing & Stroll Tree Lighting	0.00	0.00	27.94	998.65	1,470.01
248-729-880-013	SD Nights- Stronger Together Winter	0.00	0.00	0.00	2,400.00	4,108.61
248-729-880-014	Octoberfest	0.00	0.00	0.00	0.00	15,109.81
248-729-880-015	Winter Activities	0.00	0.00	0.00	0.00	10,976.31
248-729-885-000	Port-A-Johns	372.00	516.77	180.00	0.00	310.01
248-729-895-000	Event Promo-Comm. Sponsorships	0.00	500.00	250.00	250.00	1,248.11
Total Dept 729 - PROMOTION		22,749.86	25,677.55	18,300.79	32,090.86	64,428.31
Dept 730 - CAPITAL PROJECTS						
248-730-885-100	Knox Box Grant Program	0.00	0.00	0.00	2,680.16	0.00
248-730-931-000	Repair & Maintenance-Equipment	4,965.72	3,656.00	2,235.00	998.50	0.00
248-730-965-101	Transfer Out - General Fund	0.00	0.00	29,000.00	28,999.92	28,999.91
248-730-965-404	Transfer Out - DDA Property Acq Fund	0.00	0.00	35,000.00	0.00	0.00
248-730-965-592	Transfers To Water/Sewer Fund	129,600.00	127,200.00	124,800.00	0.00	0.00
248-730-975-000	Capital Outlay	12,309.51	15,521.50	0.00	0.00	378.01
248-730-975-003	DDA Capital Outlay	0.00	475.00	4,419.13	5,270.91	7,690.21
248-730-975-005	DDA Capital Outlay- Wayfinding/Lighting	0.00	198,897.38	1,050.00	0.00	90.91
248-730-975-006	DDA Capital Outlay - Parking	57.17	100,927.48	544,374.10	32,902.86	1,055.61
248-730-975-009	Capital Outlay - Dumpsters	0.00	0.00	0.00	0.00	154.91
248-730-975-011	Capital Outlay - Trail Extensi	205,479.46	8,324.00	0.00	0.00	0.00
248-730-975-020	Capital Outlay Parks & rec	0.00	(0.36)	0.00	0.00	81,709.71
248-730-992-000	Bond Principal	0.00	0.00	0.00	120,000.00	0.00
248-730-995-000	Bond Interest	0.00	0.00	0.00	14,900.00	0.00
Total Dept 730 - CAPITAL PROJECTS		352,411.86	455,001.00	740,878.23	205,752.35	120,079.31
TOTAL EXPENDITURES		970,532.32	889,137.83	1,249,159.95	707,702.43	821,951.91
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		1,197,018.36	769,650.73	1,280,150.71	879,734.34	901,129.41
TOTAL EXPENDITURES		970,532.32	889,137.83	1,249,159.95	707,702.43	821,951.91
NET OF REVENUES & EXPENDITURES		226,486.04	(119,487.10)	30,990.76	172,031.91	79,177.51

Attachment: DDA pay to Parks proof of pmt (6326 : VLO Request - Meeks Park and Children's Park

C. Office Report **Adopted**

RESOLVED: To receive and file the Office Report dated October 9, 2018

D. Events Report **Adopted**

RESOLVED: To receive and file the Events Report dated October 9, 2018.

E. Committee Meeting Minutes **Adopted**

RESOLVED: To Receive and File the following September 2018 Committee Meeting Minutes:

- Parking 9/10 and 9/17
- Organization 9/11
- Babes on Broadway 9/12 and 9/26
- Brand Marketing 9/13
- Economic Vitality 9/24
- DDA Business Partners 9/26
- Promotions pushed to October 18

8. Financial MattersA. Budget Amendment - Orion Twp Parks & Rec Park Millage **Adopted**

RESOLVED: to allocate the Orion Township Parks and Recreation millage capture to the Parks and Recreation Programs, specifically the Paint Creek Stabilization Project.

Motion to: Authorize the Director to write a letter of commitment of the Parks & Recreation tax capture, estimated at \$29,000, for Village of Lake Orion's Paint Creek Bank Stabilization Grant Projects. **Adopted**

B. **Motion to:** To recommend to the Village Council approval of a budget amendment (1) to increase FY 2018-2019 annual revenue by \$29,000 and (2) add an expense item under Capital Outlay for Parks and Recreation in the amount of \$29,000. **Adopted**C. Open Invoices **Adopted**

RESOLVED: To approve the payment of the disbursements for the month of September in the amount of \$8,503.74.



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.

DDA Board Meeting

DATE: December 19, 2023
FROM: Molly LaLone, DDA Executive Director
SUBJECT: Verbal Director Report

Recommended Motion: Receive and File