



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

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

Tuesday, January 23, 2024

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, January 23, 2024 Special 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 at 6:30 PM.

II. Roll Call and Determination of Quorum

Attendee Name	Organization	Title	Status	Arrived
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	
Henry Lorant	Village of Lake Orion	Secretary	Excused	
Chris Barnett	Village of Lake Orion	Board Member	Late	6:32 PM
Alaina Campbell	Village of Lake Orion	Board Member	Excused	
Lloyd Coe	Village of Lake Orion	Board Member	Present	
Sally Medina	Village of Lake Orion	Board Member	Present	
Jerry Narsh	Village of Lake Orion	President	Excused	

STAFF PRESENT:

- Janet Bloom, Interim DDA Director
- Sonja Stout, Village Treasurer/Clerk

III. Statement by Chairperson or Vice-Chairperson Purpose of Meeting

The purpose of the meeting is to receive recommendations from the Lake Orion Downtown Development Authority (DDA) Committees regarding the fiscal year 2024-2025 budget. The

committees are as follows: Promotions Committee, Organization Committee, Design Committee, and Economic Vitality Committee.

In addition, this meeting includes a budget amendment for Legal Services.

IV. Public Comment

Let the record show No Public Comment was received.

V. New and Old Business

1. Budget Amendment - Legal Services

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

RESOLVED: To increase 248-260-810-000 Legal Services by \$144.15 and; to reduce 248-729-880-005 Event Promo - Hometown/Holiday Village account by \$144.15, to be reflected in the balance sheet.

VI. Items for Consideration

1. Budget - 2024-2025

Board members discussed various recommendations for the budget. The committees that were discussed were: Promotions Committee, Design Committee, Organization Committee, and the Economic Vitality Committee.

Board member Coe discussed various ideas for budgetary increases from the Design committee which included flower beds, hanging baskets, and possibly increasing flower basket sizes. He also discussed the dumpster enclosures and coming up with a solution is a goal for the upcoming year.

Interim DDA Director Bloom covered the Organization committee's requests which included reviewing the current Hudson Collective contract which is set to expire in June 30, 2024 and possibly modifying the bid specs/contract for the upcoming year.

Treasurer Shell covered the Economic Development committee and stated there would be no additional budget increase requests. He did mention the possibility of applying for some grants in the future to help out with the facade for some vacant businesses.

Board member Medina covered the Promotions committee and discussed various possibility for increases in the following categories: event promotions, Octoberfest, restaurant week, stronger together, athletic events.

Chairperson Burgess stated she really appreciated the feedback from the chair members on the budget proposals and she enjoyed hearing the feedback.

Board member Barnett requested an update on the interviewing process. The board went over the following dates in regards to the interviewing process, Wednesday, January 24, 2024 the committee will be reviewing applications and Thursday February 1st, 2024 interviews will be arranged. Currently there are 5 applicants now for the Director of Development Authority position.

NO MOTION: DDA Committee presentations for recommendations to fy 2024-2025 DDA Budget.

VII. Adjournment

Motion to: adjourn the Tuesday, January 23, 2024 special meeting of the Downtown Development Authority Board.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matt Shell, Treasurer
SECONDER:	Debbie Burgess, Chairperson
AYES:	Burgess, Caruso, Shell, Barnett, Coe, Medina
EXCUSED:	Henry Lorant, Alaina Campbell, Jerry Narsh

The January 23, 2024 special meeting of the Downtown Development Authority adjourned at 7:02 PM.

Debbie Burgess
Chairperson

Sonja Stout
Village Clerk

Date Approved: as presented February 20, 2024.