



AGENDA

REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Tuesday, October 21, 2025

6:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

1. Call to Order

2. Roll Call and Determination of Quorum

3. Approval of Minutes

A. Approval of DDA Regular Meeting Minutes of September 16, 2025

4. Approval of Agenda

5. Call to the Public

The DDA welcomes comments related to the work and spirit of the DDA on non-agenda items. Each person wishing to address the DDA Board shall be afforded an opportunity to do so. When recognized, give your name and address and direct your comments to the Chair. Comments on the agenda items may be allowed upon the calling of the item.

COMMENTS ARE LIMITED TO THREE (3) MINUTES, OR AS ALLOWED BY THE BOARD CHAIR.

6. Consent Agenda

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

A. Financial Reports

7. Financial Matters

A. Bill Approval

8. New and Old Business

A. Holiday Lights Installation - Award of Contract

9. Reports, Resolutions and Recommendations

- A.** Executive Director Report
- B.** Resolution - Lumber Yard Project Authorization
- C.** Assistant Director's Report

10. Board Comments and Training Feedback

11. Next Regular Meeting - Nov. 18, 2025

12. 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.



DDA SUMMARY SHEET

MEETING DATE: October 21, 2025

TOPIC: Approval of DDA Regular Meeting Minutes of September 16, 2025

RECOMMENDED MOTION: To approve the Downtown Development Authority Board Regular Meeting Minutes of September 16, 2025.



MINUTES

REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Tuesday, September 16, 2025

6:30 PM

Village Hall – 21 East Church Street, Lake Orion, MI 48362

(248) 693-8391 ext. 102

1. Call to Order

The September 17, 2025 Downtown Development Authority Regular Meeting was called to order at 6:30 PM by Chairperson Burgess.

2. Roll Call and Determination of Quorum

PRESENT

Chairperson Debbie Burgess
 Vice Chairperson Sam Caruso
 Treasurer Matt Shell
 Secretary Hank Lorant
 Board Member Lloyd Coe
 Board Member Sally Medina
 President Teresa Rutt

ABSENT

Board Member Alaina Campbell
 Board Member Chris Barnett

STAFF PRESENT

Executive Director Matt Gibb
 Assistant Director Janet Bloom
 Village Manager Darwin McClary
 Clerk/Treasurer Sonja Stout

3. Approval of Minutes

A. Approval of DDA Regular Meeting Minutes of August 19, 2025

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to approve the Downtown Development Authority Board Regular Meeting Minutes of August 19, 2025.

VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt

VOTING NAY: None
ABSENT: Barnett, Campbell
MOTION: Carried

B. Approval of DDA Special Meeting Minutes of September 5, 2025

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to approve the Downtown Development Authority Board Special Meeting Minutes of September 5, 2025.

VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt
VOTING NAY: None
ABSENT: Barnett, Campbell
MOTION: Carried

4. Approval of Agenda

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to approve the agenda with the addition of item 8D. Executive Leadership-Annual Review.

VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt
VOTING NAY: None
ABSENT: Barnett, Campbell
MOTION: Carried

5. Call to the Public

None.

6. Consent Agenda

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

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to approve the consent agenda as presented.

VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt
VOTING NAY: None
ABSENT: Barnett, Campbell
MOTION: Carried

A. Financial Reports

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to receive and file the financial reports for August 2025.

VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt
VOTING NAY: None
ABSENT: Barnett, Campbell
MOTION: Carried

7. Financial Matters

A. Bill Approval

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to approve disbursements in the amount of \$170,535.45 for August 2025.

- VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt
- VOTING NAY:** None
- ABSENT:** Barnett, Campbell
- MOTION:** Carried

8. New and Old Business

A. Social District – Applications

It was noted that a third business was added to the social district applications, CGKW, LLC which was formerly known as Oat Soda Lake Orion establishment.

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to recommend approval of the application(s) from Sick Town Hall Pizza, Nicolla’s LLC, and CGKW LLC for inclusion in the Lake Orion Social District, directing the Executive Director to facilitate presentment of a fully prepared Resolution of Approval of Permit for Village Council’s consideration at its next meeting.

- VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt
- VOTING NAY:** None
- ABSENT:** Barnett, Campbell
- MOTION:** Carried

B. Social District - Refresh

MOTION made by Treasurer Shell, Seconded by Board Member Coe to form a Special Committee of the Board to review and re-brand the Lake Orion Social District, to be populated with at least three business owners, three members at large and three DDA Board or Committee Members. The Committee shall report progress and recommendations not later than December 16, 2025.

- VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt
- VOTING NAY:** None
- ABSENT:** Barnett, Campbell
- MOTION:** Carried

C. Lumber Yard at Paint Creek Public Market - Non Profit

Treasurer Shell suggested moving forward with a Directorship to begin the process. Executive Director Gibb asked if the non-profit could later be changed to a membership model, and Treasurer Shell confirmed it could. Vice Chairperson Caruso expressed support for Directorship. President Rutt agreed, noting it does not exclude future memberships, and inquired about potential impacts if the TIF were amended. Executive Director Gibb stated this approach would alleviate future concerns for both the DDA and the Village.

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to direct the filing of Articles of Incorporation (Formation) for an entity to be named “Lumber Yard at Paint Creek Public

Market” and the cause the entity to be formed as a Directorship based Michigan non-profit corporation.

- VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt
- VOTING NAY:** None
- ABSENT:** Barnett, Campbell
- MOTION:** Carried

D. Executive Leadership- Annual Review

Treasurer Shell reported that employees submitted self-reviews and the Board set future goals. For Assistant Director Bloom, the recommendation was to maintain current status, noting insurance benefits and eligibility for a sponsorship bonus. For Executive Director Gibb, the recommendation was a 3% annual increase and a one-time \$20,000 merit payment.

MOTION made by Vice Chairperson Caruso, Seconded by Board member Coe to approve and adopt the Resolution to approve adjustment to Executive Director compensation, as presented, referring the adopted resolution to Village Council for adoption.

- VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt
- VOTING NAY:** None
- ABSENT:** Barnett, Campbell
- MOTION:** Carried

9. Reports, Resolutions and Recommendations

A. Lumber Yard Progress Report

Executive Director Gibb reported on the Lumber Yard project, noting a September 5, 2025 meeting with architects to review contracts, receipt of four foundation quotes for the zoning permit application, a FOIA request, and recent PEA-related issues.

MOTION made by Treasurer Shell, Seconded by President Rutt to receive and file the progress report dated September 16, 2025.

- VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt
- VOTING NAY:** None
- ABSENT:** Barnett, Campbell
- MOTION:** Carried

Vice Chairperson Caruso noted a YouTube video by Matt Pfeifer, *DDA Lumberyard Part 2*, and recommended it as a good highlight of the project’s progress.

B. Executive Director Report

Executive Director Gibb reported volunteers are needed to place corn stalks and pumpkins downtown and noted an insurance claim is in progress for recent damage. Chairperson Burgess asked about a volunteer map, and Executive Director Gibb confirmed one can be provided.

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to receive and file the Executive Directors report dated September 16, 2025.

- VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt

VOTING NAY: None
ABSENT: Barnett, Campbell
MOTION: Carried

C. Assistant Director's Report

Assistant Director Bloom gave an overview of her report, including event updates and social media statistics. Board Member Coe asked about Trick-or-Treating times, Chairperson Burgess inquired about the America in Bloom event, and Vice Chairperson Caruso asked about the group's point of origin.

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to receive and file the Assistant Director's report.

VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt
VOTING NAY: None
ABSENT: Barnett, Campbell
MOTION: Carried

10. Board Comments and Training Feedback

Secretary Lorant praised the success of Dragon on the Lake, commended staff communication, and thanked Matt Gibb and Matt Pfeifer for their YouTube video.

Treasurer Shell thanked Director Gibb and Assistant Director Bloom for their work and expressed excitement for new downtown businesses.

Vice Chairperson Caruso thanked staff, looked forward to quarterly goal-setting meetings, and suggested a Lumberyard walkthrough.

President Rutt expressed enthusiasm for upcoming events, shared a positive exchange student experience downtown, and noted her upcoming attendance at an MML session.

Board Member Coe reported the conclusion of cornhole nights, suggested future use of the Lumberyard site, discussed the Zombie Walk fundraiser for the Christmas parade, and inquired about parking at Flint and Anderson; Village Manager noted the project involves private property.

Chairperson Burgess welcomed the Village Manager back, expressed appreciation for staff and board efforts, and thanked meeting guests.

11. Next Regular Meeting -

12. Adjournment

MOTION made by Treasurer Shell, Seconded by Secretary Lorant to adjourn the September 16, 2025 Downtown Development Authority Board Regular meeting.

VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Medina, Rutt
VOTING NAY: None
ABSENT: Barnett, Campbell

MOTION: Carried

The September 16, 2025, Downtown Development Authority Board Regular meeting adjourned at 7:32 PM.

Debbie Burgess
Chairperson

Sonja Stout
Clerk/Treasurer

Date Approved: as presented on October 21, 2025.



DDA ACTION SUMMARY SHEET

MEETING DATE: October 21, 2025

TOPIC 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 September 2025.

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025

% Fiscal Year Completed: 25.21

Section 6, Item A.

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

GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Account Category: Revenues						
Department: 000 REVENUE						
248-000-402-000	Current Real Property Taxes	1,047,377.00	682,940.52	682,940.52	364,436.48	65.20
248-000-402-100	Property Tax - Twp DDA Capture	0.00	0.00	0.00	0.00	0.00
248-000-405-000	Property Tax - Personal	0.00	0.00	0.00	0.00	0.00
248-000-412-000	Property Tax - DPPT P/Y & C/Y	3,370.00	348.46	73.12	3,021.54	10.34
248-000-441-000	Local Community Stabilization Share	15,000.00	0.00	0.00	15,000.00	0.00
248-000-445-000	Penalties & Interest on Taxes	2,000.00	0.00	0.00	2,000.00	0.00
248-000-539-000	State Grants	43,500.00	10,000.00	10,000.00	33,500.00	22.99
248-000-540-000	COUNTY/FEDERAL PROGRAM GRANTS PUBLIC	595,823.00	0.00	0.00	595,823.00	0.00
248-000-582-000	PROPERTY TAXES OTHER UNITS	0.00	0.00	0.00	0.00	0.00
248-000-664-000	Interest Earned	9,708.00	4,219.65	1,430.58	5,488.35	43.47
248-000-671-999	Appropriation from Fund Balanc	171,128.00	0.00	0.00	171,128.00	0.00
248-000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00
248-000-676-404	Transfer From Prop Acq Fund	169,436.00	0.00	0.00	169,436.00	0.00
248-000-676-592	Reimbursement -Admin Fee - w&S	0.00	0.00	0.00	0.00	0.00
248-000-681-000	Reimburse - Insurance Claims	17,000.00	0.00	0.00	17,000.00	0.00
248-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
248-000-685-000	Sponsorships	35,000.00	2,000.00	2,000.00	33,000.00	5.71
248-000-685-100	Transportaion Sponsorship	8,500.00	0.00	0.00	8,500.00	0.00
248-000-686-000	Downtown Events	8,000.00	(108.21)	(108.21)	8,108.21	(1.35)
248-000-686-002	Flower Fair Revenue	2,500.00	0.00	0.00	2,500.00	0.00
248-000-686-003	New Year Resolution Run Revenue	0.00	0.00	0.00	0.00	0.00
248-000-686-004	ST EVENT REVENUE	3,500.00	0.00	0.00	3,500.00	0.00
248-000-686-005	ST SPONSOR REVENUE	5,000.00	0.00	0.00	5,000.00	0.00
248-000-686-006	EV CHARGING	4,200.00	0.00	0.00	4,200.00	0.00
248-000-687-000	Merchandise Sales	3,500.00	0.00	0.00	3,500.00	0.00
248-000-688-000	Gift Certificate Sales	4,000.00	0.00	0.00	4,000.00	0.00
248-000-692-000	Rent	0.00	0.00	0.00	0.00	0.00
248-000-694-000	Miscellaneous	8,000.00	5.00	0.00	7,995.00	0.06
248-000-696-000	PROCEEDS FROM THE SALE OF BONDS/NOTE	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		2,156,542.00	699,405.42	696,336.01	1,457,136.58	32.43
Revenues		2,156,542.00	699,405.42	696,336.01	1,457,136.58	32.43
Account Category: Expenditures						
Department: 260 GENERAL ACTIVITIES						
248-260-701-000	Executive Director Wages	82,400.00	27,515.24	6,153.92	54,884.76	33.39
248-260-704-000	Wages - Administrative Coordinator	32,417.00	4,978.36	1,605.50	27,438.64	15.36
248-260-706-000	Asst. Executive Director wages	73,130.00	16,111.71	5,461.60	57,018.29	22.03
248-260-706-001	Marketing Coordinator	0.00	0.00	0.00	0.00	0.00
248-260-707-000	Wages - Grounds Coordinator	5,400.00	4,469.06	1,335.94	930.94	82.76
248-260-711-013	OVERTIME	0.00	0.00	0.00	0.00	0.00
248-260-715-000	Social Security	15,254.00	3,344.04	1,113.61	11,909.96	21.92
248-260-716-000	Health Insurance- Medical	14,820.00	5,654.78	3,805.58	9,165.22	38.16
248-260-717-000	Life & Disability Insurance	1,562.00	434.71	149.90	1,127.29	27.83
248-260-718-000	Dental Insurance	1,132.00	255.66	89.48	876.34	22.58
248-260-719-000	Pension	6,720.00	5,857.40	13,853.18	862.60	87.16
248-260-720-000	Unemployment	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025

% Fiscal Year Completed: 25.21

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

Section 6, Item A.

GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Account Category: Expenditures						
Department: 260 GENERAL ACTIVITIES						
248-260-721-000	Vision Care	720.00	44.61	15.38	675.39	6.20
248-260-722-000	Worker's Comp. Insurance	0.00	0.00	0.00	0.00	0.00
248-260-801-000	CONTRACTUAL SERVICES- DOWNTOWN	20,000.00	435.28	0.00	19,564.72	2.18
248-260-801-002	CONTRACTUAL SERVICES - PUBLIC SAFETY	103,000.00	8,583.33	0.00	94,416.67	8.33
248-260-801-003	CONTRACT SERVICES - DPW FEE	27,211.00	6,802.58	0.00	20,408.42	25.00
248-260-801-004	CONTRACTUAL SERVICES - PA57	62,643.00	62,643.00	0.00	0.00	100.00
248-260-801-005	Contractual Services- Township	6,700.00	9,296.57	0.00	(2,596.57)	138.75
248-260-801-012	Contractual Services-Parking Code En	0.00	0.00	0.00	0.00	0.00
248-260-801-022	SPECIAL SERVICES- EVENTS	0.00	0.00	0.00	0.00	0.00
248-260-801-023	Contract Services-DPW event support	0.00	0.00	0.00	0.00	0.00
248-260-801-033	Contract Services-DPW snow removal	0.00	0.00	0.00	0.00	0.00
248-260-805-000	Audit Fees	5,900.00	0.00	0.00	5,900.00	0.00
248-260-810-000	Legal Services	3,500.00	0.00	0.00	3,500.00	0.00
248-260-823-000	Website/Software	4,200.00	453.87	162.99	3,746.13	10.81
248-260-823-001	Municipal Software	5,000.00	0.00	0.00	5,000.00	0.00
248-260-829-000	Planner Services	1,000.00	0.00	0.00	1,000.00	0.00
248-260-851-000	Telephone	3,500.00	959.11	417.60	2,540.89	27.40
248-260-900-000	Printing and Publication	500.00	0.00	0.00	500.00	0.00
248-260-920-000	Utilities	7,800.00	416.98	135.14	7,383.02	5.35
248-260-921-000	Municipal Street Lighting	13,780.00	2,233.11	894.53	11,546.89	16.21
248-260-930-000	Repair and Maintenance	1,870.00	0.00	0.00	1,870.00	0.00
248-260-930-002	Building Maintenance	1,200.00	75.93	0.00	1,124.07	6.33
248-260-940-000	Equipment Rental	1,500.00	429.94	429.94	1,070.06	28.66
248-260-941-000	Office Rent	16,800.00	4,620.00	0.00	12,180.00	27.50
248-260-942-000	Office Expenses	4,000.00	2,378.40	722.72	1,621.60	59.46
248-260-942-019	Covid Office Expenses	0.00	0.00	0.00	0.00	0.00
248-260-946-000	Credit Card Fees	175.00	0.00	0.00	175.00	0.00
248-260-955-001	Credit Card Fees	0.00	0.00	0.00	0.00	0.00
248-260-956-000	Dues & Miscellaneous	1,900.00	1,125.00	0.00	775.00	59.21
248-260-957-000	Education & Training	8,000.00	20.01	0.00	7,979.99	0.25
248-260-958-000	General Activities Misc	7,500.00	0.00	0.00	7,500.00	0.00
248-260-961-000	Tax Tribunal Refunds	0.00	0.00	0.00	0.00	0.00
248-260-962-000	Mileage	500.00	38.24	0.00	461.76	7.65
248-260-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
248-260-965-401	Transfer to Capital Imp Fund	112,993.00	0.00	0.00	112,993.00	0.00
248-260-965-403	TRANSFER TO-DDA PUBLIC INFRASTRUCTUR	0.00	0.00	0.00	0.00	0.00
248-260-965-404	Transfer Out - DDA Property Acq Fund	0.00	0.00	0.00	0.00	0.00
248-260-974-000	Capital Outlay - Equipment	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 260 - GENERAL ACTIVITIES		656,727.00	169,176.92	36,347.01	487,550.08	25.76
Department: 725 ORGANIZATION						
248-725-822-000	Newsletter	1,000.00	0.00	0.00	1,000.00	0.00
248-725-824-000	Volunteer Recognition & Dvp.	1,700.00	124.34	124.34	1,575.66	7.31
248-725-825-000	Gift Certificate Redemption	5,000.00	350.00	125.00	4,650.00	7.00
248-725-826-000	Historic Celebration/Education	2,500.00	0.00	0.00	2,500.00	0.00
248-725-827-000	Awareness Program	2,300.00	2,051.00	15.44	249.00	89.17
248-725-864-000	Grant & Scholarship Distribution	500.00	0.00	0.00	500.00	0.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025

% Fiscal Year Completed: 25.21

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

Section 6, Item A.

GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Account Category: Expenditures						
Department: 725 ORGANIZATION						
248-725-881-000	Merchandise to Sell	1,200.00	0.00	0.00	1,200.00	0.00
Total Dept 725 - ORGANIZATION		14,200.00	2,525.34	264.78	11,674.66	17.78
Department: 726 DESIGN						
248-726-745-000	Beautification Supplies	7,620.00	2,919.27	667.10	4,700.73	38.31
248-726-746-000	Hanging Baskets	4,120.00	254.21	0.00	3,865.79	6.17
248-726-801-000	Contractual Services	5,780.00	0.00	0.00	5,780.00	0.00
248-726-843-000	Facade Program	25,480.00	0.00	0.00	25,480.00	0.00
248-726-845-000	Public Art Program	2,100.00	0.00	0.00	2,100.00	0.00
248-726-883-000	Banners and Holiday Lighting	8,100.00	0.00	0.00	8,100.00	0.00
248-726-975-001	Capital Outlay - Beautification	2,300.00	280.00	0.00	2,020.00	12.17
248-726-975-002	Capital Outlay - Streets	2,790.00	0.00	0.00	2,790.00	0.00
248-726-980-001	PUBLIC SPACE GRANT-GENERAL	323,000.00	155,311.21	12,004.83	167,688.79	48.08
248-726-980-002	PUBLIC SPACE GRANT-DEVELOPMENT & PRO	212,000.00	15,084.41	0.00	196,915.59	7.12
Total Dept 726 - DESIGN		593,290.00	173,849.10	12,671.93	419,440.90	29.30
Department: 728 ECONOMIC DEVELOPMENT						
248-728-801-000	Contractual Services	17,800.00	6,239.62	3,558.37	11,560.38	35.05
248-728-860-000	Trolley Expense	18,900.00	1,726.51	560.58	17,173.49	9.13
248-728-861-000	DATA AND METRICS	1,460.00	0.00	0.00	1,460.00	0.00
248-728-862-000	Training Materials	500.00	0.00	0.00	500.00	0.00
248-728-864-000	Grant & Scholarship Distribution	1,000.00	0.00	0.00	1,000.00	0.00
248-728-886-000	Marketing Materials	2,500.00	0.00	0.00	2,500.00	0.00
248-728-886-001	Blight Reduction	0.00	0.00	0.00	0.00	0.00
248-728-886-002	Social District	2,350.00	6.52	0.00	2,343.48	0.28
248-728-888-000	Brand Marketing	23,700.00	12,329.00	1,541.93	11,371.00	52.02
248-728-888-001	Contractual Services Brand Marketing	12,000.00	0.00	0.00	12,000.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		80,210.00	20,301.65	5,660.88	59,908.35	25.31
Department: 729 PROMOTION						
248-729-880-000	Event Promotion	2,500.00	974.54	913.70	1,525.46	38.98
248-729-880-001	Event Promo - Gazebo Series	14,500.00	13,000.00	0.00	1,500.00	89.66
248-729-880-004	Event Promo - Halloween Parade	2,500.00	0.00	0.00	2,500.00	0.00
248-729-880-005	Event Promo - Hmtwn/Holiday Vill	3,000.00	1,030.00	1,030.00	1,970.00	34.33
248-729-880-006	Event Promo - New Years Res. Run	0.00	0.00	0.00	0.00	0.00
248-729-880-007	Event Promo - Flower Fair	1,500.00	109.37	109.37	1,390.63	7.29
248-729-880-008	EVENT PROMO-ICE FEST	3,500.00	0.00	0.00	3,500.00	0.00
248-729-880-009	Event Promo-Lake Orion Love Shop to	0.00	0.00	0.00	0.00	0.00
248-729-880-010	PARTNERED EVENTS	1,500.00	0.00	0.00	1,500.00	0.00
248-729-880-011	Restaurant week	1,000.00	0.00	0.00	1,000.00	0.00
248-729-880-012	Sing & Stroll Tree Lighting	7,000.00	0.00	0.00	7,000.00	0.00
248-729-880-013	STRONGER TOGETHER-WINTER	2,500.00	0.00	0.00	2,500.00	0.00
248-729-880-014	STRONGER TOGETHER- SUMMER/FALL	1,500.00	115.30	115.30	1,384.70	7.69
248-729-880-015	Winter Activities	4,500.00	0.00	0.00	4,500.00	0.00
248-729-880-016	MISC EVENTS-OTHER	2,500.00	0.00	0.00	2,500.00	0.00
248-729-880-017	Movie Night	3,500.00	1,599.23	1,170.85	1,900.77	45.69
248-729-880-100	Stronger Together- smr fall	0.00	0.00	0.00	0.00	0.00
248-729-885-000	Port-A-Johns	1,600.00	465.00	155.00	1,135.00	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025
 % Fiscal Year Completed: 25.21

Section 6, Item A.

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

GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Account Category: Expenditures						
Department: 729 PROMOTION						
248-729-895-000	Event Promo-Comm. Sponsorships	0.00	0.00	0.00	0.00	0.00
248-729-975-020	Capital Outlay Parks & rec	0.00	0.00	0.00	0.00	0.00
Total Dept 729 - PROMOTION		53,100.00	17,293.44	3,494.22	35,806.56	32.57
Department: 730						
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	2,000.00	0.00	0.00	2,000.00	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	420,721.00	0.00	0.00	420,721.00	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	0.00	0.00	0.00	0.00	0.00
248-730-975-003	DDA Capital Outlay	2,500.00	0.00	0.00	2,500.00	0.00
248-730-975-005	DDA Capital Outlay- wayfinding/Light	0.00	0.00	0.00	0.00	0.00
248-730-975-006	DDA Capital Outlay - Parking	10,000.00	942.85	0.00	9,057.15	9.43
248-730-975-009	Capital Outlay - Dumpsters	5,000.00	0.00	0.00	5,000.00	0.00
248-730-975-011	Capital Outlay - Trail Extensi	4,300.00	0.00	0.00	4,300.00	0.00
248-730-975-015	Capitail 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		444,521.00	942.85	0.00	443,578.15	0.21
Expenditures		1,842,048.00	384,089.30	58,438.82	1,457,958.70	20.85
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		2,156,542.00	699,405.42	696,336.01	1,457,136.58	32.43
TOTAL EXPENDITURES		1,842,048.00	384,089.30	58,438.82	1,457,958.70	20.85
NET OF REVENUES & EXPENDITURES:		314,494.00	315,316.12	637,897.19	(822.12)	
BEG. FUND BALANCE		356,811.12	356,811.12			
NET OF REVENUES/EXPENDITURES - 24-25		29,151.34	29,151.34			
END FUND BALANCE		700,456.46	701,278.58			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025

% Fiscal Year Completed: 25.21

Section 6, Item A.

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

GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg't Used
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023						
Account Category: Revenues						
Department: 000 REVENUE						
301-000-300-001	2023 Downtown Dev Tax Exempt Bond Pr	0.00	0.00	0.00	0.00	0.00
301-000-300-002	2023 Downtown Dev Tax Exempt Bond Pr	0.00	0.00	0.00	0.00	0.00
301-000-664-000	Interest Earnings	900.00	315.52	70.05	584.48	35.06
301-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
301-000-699-301	TRF in from DDA	420,721.00	0.00	0.00	420,721.00	0.00
Total Dept 000 - REVENUE		421,621.00	315.52	70.05	421,305.48	0.07
Revenues		421,621.00	315.52	70.05	421,305.48	0.07
Account Category: Expenditures						
Department: 901 CAPITAL OUTLAY						
301-901-805-000	Audit fees	0.00	0.00	0.00	0.00	0.00
301-901-930-000	Repair and Maintenance	0.00	0.00	0.00	0.00	0.00
301-901-950-000	Demolition & Land Improvement	174,500.00	116,703.90	66,518.27	57,796.10	66.88
301-901-956-000	Dues & Miscellaneous	0.00	0.00	0.00	0.00	0.00
301-901-971-000	Capital outlay - Buildings	672,520.00	31,066.43	0.00	641,453.57	4.62
Total Dept 901 - CAPITAL OUTLAY		847,020.00	147,770.33	66,518.27	699,249.67	17.45
Department: 905 Downtown Dev Bond 2023						
301-905-301-000	Bond Issuance Expense	0.00	0.00	0.00	0.00	0.00
301-905-731-000	2023 Bond Taxable Issuance Expenses	0.00	500.00	500.00	(500.00)	100.00
301-905-731-001	2023 Tax exempt Bond Issuance Expens	0.00	500.00	500.00	(500.00)	100.00
301-905-745-001	Property taxes-Orion Twp	0.00	0.00	0.00	0.00	0.00
301-905-920-000	utilities	0.00	0.00	0.00	0.00	0.00
301-905-992-003	2023 DDA BONDS TAXABLE PRINCIPAL SER	60,000.00	0.00	0.00	60,000.00	0.00
301-905-992-004	2023 DDA BONDS TAX EXEMPT PRINCIPAL	160,000.00	0.00	0.00	160,000.00	0.00
301-905-993-001	2023 DDA BOND TAXABLE INTEREST SERIE	73,921.00	36,960.50	36,960.50	36,960.50	50.00
301-905-993-002	2023 DDA TAX EXEMPT BOND INTEREST A	126,800.00	63,400.00	63,400.00	63,400.00	50.00
Total Dept 905 - Downtown Dev Bond 2023		420,721.00	101,360.50	101,360.50	319,360.50	24.09
Expenditures		1,267,741.00	249,130.83	167,878.77	1,018,610.17	19.65
Fund 301 - DOWNTOWN DEV BOND PROJECT 2023:						
TOTAL REVENUES		421,621.00	315.52	70.05	421,305.48	0.07
TOTAL EXPENDITURES		1,267,741.00	249,130.83	167,878.77	1,018,610.17	19.65
NET OF REVENUES & EXPENDITURES:		(846,120.00)	(248,815.31)	(167,808.72)	(597,304.69)	
BEG. FUND BALANCE		2,794,812.47	2,794,812.47			
NET OF REVENUES/EXPENDITURES - 24-25		(213,923.66)	(213,923.66)			
END FUND BALANCE		1,734,768.81	2,332,073.50			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025

% Fiscal Year Completed: 25.21

Section 6, Item A.

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

GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdg Used
Fund: 403 DDA PUBLIC INFRASTRUCTURE FUND						
Account Category: Revenues						
Department: 000 REVENUE						
403-000-664-000	Interest Earnings	0.00	19.14	4.33	(19.14)	100.00
403-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
403-000-699-248	Interfund Transfer In - DDA	112,993.00	0.00	0.00	112,993.00	0.00
Total Dept 000 - REVENUE		112,993.00	19.14	4.33	112,973.86	0.02
Revenues		112,993.00	19.14	4.33	112,973.86	0.02
Account Category: Expenditures						
Department: 901 CAPITAL OUTLAY						
403-901-971-001	SIDEWALK IMPROVEMENT PROGRAM	0.00	0.00	0.00	0.00	0.00
403-901-971-002	PAINT CREEK BANK STABILIZATION PROJE	0.00	0.00	0.00	0.00	0.00
Total Dept 901 - CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00
Expenditures		0.00	0.00	0.00	0.00	0.00
Fund 403 - DDA PUBLIC INFRASTRUCTURE FUND:						
TOTAL REVENUES		112,993.00	19.14	4.33	112,973.86	0.02
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		112,993.00	19.14	4.33	112,973.86	
BEG. FUND BALANCE		0.00	0.00			
NET OF REVENUES/EXPENDITURES - 24-25		142,459.99	142,459.99			
END FUND BALANCE		255,452.99	142,479.13			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 09/30/2025

% Fiscal Year Completed: 25.21

Section 6, Item A.

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

GL Number	Description	25-26 Amended Budget	YTD Balance 09/30/2025	Activity For 09/30/2025	Available Balance 09/30/2025	% Bdgt Used
Fund: 404 DDA PROPERTY ACQUISITION						
Account Category: Revenues						
Department: 000 REVENUE						
404-000-664-000	Interest Earnings	0.00	22.79	5.16	(22.79)	100.00
404-000-694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
404-000-699-248	Interfund Transfer In - DDA	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		0.00	22.79	5.16	(22.79)	100.00
Revenues		0.00	22.79	5.16	(22.79)	100.00
Account Category: Expenditures						
Department: 901 CAPITAL OUTLAY						
404-901-805-000	Audit Fees	0.00	0.00	0.00	0.00	0.00
404-901-901-000	Debt Service- Parking Deck	0.00	0.00	0.00	0.00	0.00
404-901-930-000	Repair & Maintenance - Bldg	0.00	0.00	0.00	0.00	0.00
404-901-950-000	Demolition & Land Improvement	0.00	0.00	0.00	0.00	0.00
404-901-956-000	Miscellaneous	0.00	0.00	0.00	0.00	0.00
404-901-971-000	Capital Outlay - Building	169,436.00	0.00	0.00	169,436.00	0.00
404-901-980-248	Prop Acq Transfer to DDA	0.00	0.00	0.00	0.00	0.00
404-901-992-000	Bond Principal	0.00	0.00	0.00	0.00	0.00
404-901-995-000	Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 901 - CAPITAL OUTLAY		169,436.00	0.00	0.00	169,436.00	0.00
Expenditures		169,436.00	0.00	0.00	169,436.00	0.00
Fund 404 - DDA PROPERTY ACQUISITION:						
TOTAL REVENUES		0.00	22.79	5.16	(22.79)	100.00
TOTAL EXPENDITURES		169,436.00	0.00	0.00	169,436.00	0.00
NET OF REVENUES & EXPENDITURES:		(169,436.00)	22.79	5.16	(169,458.79)	
BEG. FUND BALANCE		169,464.87	169,464.87			
NET OF REVENUES/EXPENDITURES - 24-25		113.28	113.28			
END FUND BALANCE		142.15	169,600.94			
Report Totals:						
TOTAL REVENUES - ALL FUNDS		2,691,156.00	699,762.87	696,415.55	1,991,393.13	26.00
TOTAL EXPENDITURES - ALL FUNDS		3,279,225.00	633,220.13	226,317.59	2,646,004.87	19.31
NET OF REVENUES & EXPENDITURES:		(588,069.00)	66,542.74	470,097.96	(654,611.74)	

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ORION
Balance As of 09/30/2025

Section 6, Item A.

GL Number	Description	YTD Balance 09/30/2024	09/30/2025
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND			
*** Assets ***			
Account Classification: CASH CHECKING			
248-000-001-000	Cash	568.96	568.96
248-000-007-000	Payroll-checking	(250.00)	(250.00)
	CASH CHECKING	318.96	318.96
Account Classification: CASH SAVINGS			
248-000-002-000	Cash Savings	526,262.28	287,992.45
248-000-010-000	Investment/LGIP County Inv	410,565.16	425,644.07
248-000-011-000	Cash - Payroll Savings	4,430.07	(16,378.60)
	CASH SAVINGS	941,257.51	697,257.92
	Total Assets	941,576.47	697,576.88
*** Liabilities ***			
Account Classification: ACCOUNTS PAYABLE			
248-000-202-000	Accounts Payable	8,440.13	(2,560.00)
	ACCOUNTS PAYABLE	8,440.13	(2,560.00)
Account Classification: ACCRUED AND OTHER LIAB			
248-000-213-000	Accrued Property Tax - Est Chargebacks	400.00	400.00
248-000-228-001	FICA w/H - Medicare	0.00	(21.06)
248-000-228-002	FICA- Social Security withheld	0.00	(90.06)
248-000-232-000	Life Insurance Payable	104.65	0.00
	ACCRUED AND OTHER LIAB	504.65	288.88
	Total Liabilities	8,944.78	(2,271.12)
*** Fund Equity ***			
Account Classification: FUND BALANCE			
248-000-390-000	Fund Balance - Unassigned	356,811.12	356,811.12
	FUND BALANCE	356,811.12	356,811.12
	Total Fund Equity	356,811.12	356,811.12
Total Fund 248:			
TOTAL ASSETS		941,576.47	697,576.88
BEG. FUND BALANCE - 24-25		356,811.12	356,811.12
+ NET OF REVENUES/EXPENDITURES - 24-25		0.00	29,151.34
+ NET OF REVENUES & EXPENDITURES		575,820.57	313,885.54
= ENDING FUND BALANCE		932,631.69	699,848.00
+ LIABILITIES		8,944.78	(2,271.12)
= TOTAL LIABILITIES AND FUND BALANCE		941,576.47	697,576.88

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ORION
Balance As of 09/30/2025

Section 6, Item A.

GL Number	Description	YTD Balance 09/30/2024	09/30/2025
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023			
*** Assets ***			
Account Classification: CASH CHECKING			
301-000-001-000	Cash	56,386.80	56,386.80
	CASH CHECKING	56,386.80	56,386.80
Account Classification: CASH SAVINGS			
301-000-002-000	CASH	2,626,948.76	2,302,500.74
301-000-011-000	Cash - Payroll Savings	0.00	(21,659.91)
	CASH SAVINGS	2,626,948.76	2,280,840.83
Total Assets		2,683,335.56	2,337,227.63
*** Liabilities ***			
Account Classification: ACCOUNTS PAYABLE			
301-000-202-000	Accounts Payable	8,600.00	0.00
	ACCOUNTS PAYABLE	8,600.00	0.00
Account Classification: DUE TO INTERFUND			
301-000-214-101	Due to General Fund	1,969.18	1,969.18
	DUE TO INTERFUND	1,969.18	1,969.18
Total Liabilities		10,569.18	1,969.18
*** Fund Equity ***			
Account Classification: FUND BALANCE			
301-000-390-000	Fund Balance - Unassigned	2,794,812.47	2,794,812.47
	FUND BALANCE	2,794,812.47	2,794,812.47
Total Fund Equity		2,794,812.47	2,794,812.47
Total Fund 301:			
TOTAL ASSETS		2,683,335.56	2,337,227.63
BEG. FUND BALANCE - 24-25		2,794,812.47	2,794,812.47
+ NET OF REVENUES/EXPENDITURES - 24-25		0.00	(213,923.66)
+ NET OF REVENUES & EXPENDITURES		(122,046.09)	(245,630.36)
= ENDING FUND BALANCE		2,672,766.38	2,335,258.45
+ LIABILITIES		10,569.18	1,969.18
= TOTAL LIABILITIES AND FUND BALANCE		2,683,335.56	2,337,227.63

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ORION
Balance As of 09/30/2025

Section 6, Item A.

GL Number	Description	YTD Balance 09/30/2024	09/30/2025
Fund: 403 DDA PUBLIC INFRASTRUCTURE FUND			
*** Assets ***			
Account Classification: CASH SAVINGS			
403-000-002-000	CASH	0.00	142,474.80
	CASH SAVINGS	0.00	142,474.80
	Total Assets	0.00	142,474.80
Total Fund 403:			
TOTAL ASSETS		0.00	142,474.80
BEG. FUND BALANCE - 24-25		0.00	0.00
+ NET OF REVENUES/EXPENDITURES - 24-25		0.00	142,459.99
+ NET OF REVENUES & EXPENDITURES		0.00	14.81
= ENDING FUND BALANCE		0.00	142,474.80
+ LIABILITIES		0.00	0.00
= TOTAL LIABILITIES AND FUND BALANCE		0.00	142,474.80

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ORION
Balance As of 09/30/2025

Section 6, Item A.

GL Number	Description	YTD Balance 09/30/2024	09/30/2025
Fund: 404 DDA PROPERTY ACQUISITION			
*** Assets ***			
Account Classification: CASH SAVINGS			
404-000-002-000	Cash-Savings-DDA Property Acq.	169,492.19	169,595.78
	CASH SAVINGS	169,492.19	169,595.78
	Total Assets	169,492.19	169,595.78
*** Fund Equity ***			
Account Classification: FUND BALANCE			
404-000-390-000	Fund Balance - Unassigned	169,464.87	169,464.87
	FUND BALANCE	169,464.87	169,464.87
	Total Fund Equity	169,464.87	169,464.87
Total Fund 404:			
TOTAL ASSETS		169,492.19	169,595.78
BEG. FUND BALANCE - 24-25		169,464.87	169,464.87
+ NET OF REVENUES/EXPENDITURES - 24-25		0.00	113.28
+ NET OF REVENUES & EXPENDITURES		27.32	17.63
= ENDING FUND BALANCE		169,492.19	169,595.78
+ LIABILITIES		0.00	0.00
= TOTAL LIABILITIES AND FUND BALANCE		169,492.19	169,595.78



DDA ACTION SUMMARY SHEET

MEETING DATE: October 21, 2025

TOPIC Bill Approval

ATTACHED:

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

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

RECOMMENDED MOTION: (Roll Call)

To approve disbursements in the amount of \$217,424.31 for September 2025.

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 09/01/2025 - 09/30/2025

POSTED AND UNPOSTED

OPEN AND PAID

Section 7, Item A.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Department: 000 REVENUE					
248-000-228-000	Remittance	MICHIGAN DEPARTMENT OF TRE	Remittance Check	575.03	35116
248-000-228-001	Remittance	IRS	Remittance Check	104.21	402
248-000-228-001	Remittance	IRS	Remittance Check	104.21	402
248-000-228-001	Remittance	IRS	Remittance Check	106.87	403
248-000-228-001	Remittance	IRS	Remittance Check	106.87	403
248-000-228-002	Remittance	IRS	Remittance Check	445.59	402
248-000-228-002	Remittance	IRS	Remittance Check	445.59	402
248-000-228-002	Remittance	IRS	Remittance Check	456.94	403
248-000-228-002	Remittance	IRS	Remittance Check	456.94	403
248-000-230-000	Remittance	IRS	Remittance Check	410.89	402
248-000-230-000	Remittance	IRS	Remittance Check	429.20	403
248-000-231-002	Remittance	PRINCIPAL LIFE INSURANCE C	Remittance Check	7.66	35120
248-000-232-000	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	149.90	35114
248-000-237-002	Remittance	ALERUS FINANCIAL	Remittance Check	290.39	35064
248-000-237-002	Remittance	ALERUS FINANCIAL	Remittance Check	290.39	35113
248-000-247-000	Remittance	PRINCIPAL LIFE INSURANCE C	Remittance Check	89.48	35119
248-000-247-000	Remittance	PRINCIPAL LIFE INSURANCE C	Remittance Check	15.38	35121
248-000-247-000	Remittance	BLUE CARE NETWORK OF MICH	Remittance Check	1,745.58	35115
248-000-686-000	SP EVENT APP FEE (HERE LIE	COMERICA BANK	JANET CC AUGUST	103.45	312
248-000-686-000	MEIJER DOTL TATTOO	COMERICA BANK	JANET CC AUGUST	4.76	312
Total Department 000 REVENUE				6,339.33	
Department: 260 GENERAL ACTIVITIES					
248-260-719-000	DC VILLAGE CONTRIBUTIONS	ALERUS FINANCIAL	DC VILLAGE CONTRIBUTIONS AUGUST 2025	546.16	35068
248-260-719-000	APRIL 24-AUGUST 25	ALERUS FINANCIAL	EMPLOYER PORTION-GIBB	13,853.18	35123
248-260-823-000	FLOWCODE	COMERICA BANK	MATT CC AUGUST	9.95	312
248-260-823-000	SNAPRETAIL	COMERICA BANK	MATT CC AUGUST	65.00	312
248-260-823-000	CLICKUP	COMERICA BANK	MATT CC AUGUST	38.00	312
248-260-823-000	IONOS	COMERICA BANK	MATT CC AUGUST	28.85	312
248-260-823-000	ADOBE	COMERICA BANK	MATT CC AUGUST	21.19	312
248-260-851-000	MISWITCH	COMERICA BANK	MATT CC AUGUST	90.54	312
248-260-851-000	8529101420028897	COMCAST	TELEPHONE	327.06	35137
248-260-920-000	118 N BROADWAY	DTE ENERGY	STREET LIGHTS AND BUILDING LIGHTS	133.87	35081
248-260-920-000	INV 201988128930	CONSUMERS ENERGY	GAS BILL	1.27	35138
248-260-921-000	165 S BROADWAY	DTE ENERGY	STREET LIGHTS AND BUILDING LIGHTS	25.54	35081
248-260-921-000	90 S ANDERSON	DTE ENERGY	STREET LIGHTS AND BUILDING LIGHTS	234.45	35081
248-260-921-000	24 FRONT ST	DTE ENERGY	STREET LIGHTS	30.38	35141
248-260-921-000	22 E SHADBOLT	DTE ENERGY	STREET LIGHTS	81.27	35141
248-260-921-000	380 BROADWAY	DTE ENERGY	STREET LIGHTS	32.58	35141
248-260-921-000	38 S WASHINGTON	DTE ENERGY	STREET LIGHTS	43.12	35141
248-260-921-000	38 FLINT	DTE ENERGY	STREET LIGHTS	383.35	35141
248-260-921-000	491 S BROADWAY	DTE ENERGY	STREET LIGHTS	63.84	35141
248-260-940-000	U HAUL LAKE ORION	COMERICA BANK	MATT CC AUGUST	59.15	312
248-260-940-000	SHELL	COMERICA BANK	MATT CC AUGUST	7.01	312
248-260-940-000	EQUIPMENTSHARE.COM	COMERICA BANK	MATT CC AUGUST	363.78	312
248-260-942-000	1XDN-63DD-69K9 SIGN HOLDER	AMAZON CAPITAL SERVICES	DRGN ON THE LK, OF SUPPLIES, FWR FAIR	19.99	35070
248-260-942-000	MAT CLEANING	Darwe] ENTERPRISES LLC	MATS	25.58	35080
248-260-942-000	GREAT LAKES ACE	MATTHEW GIBB	REIMB MATT GIBB FOR OFFICE SUPPLIES	29.66	35093
248-260-942-000	GREAT LAKES ACE	MATTHEW GIBB	REIMB MATT GIBB FOR OFFICE SUPPLIES	21.19	35093
248-260-942-000	EXXON ATV GAS	COMERICA BANK	JANET CC AUGUST	9.56	312

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

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Section 7, Item A.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Department: 260 GENERAL ACTIVITIES					
248-260-942-000	EXXON ATV GAS	COMERICA BANK	MATT CC AUGUST	9.66	312
248-260-942-000	AMAZON	COMERICA BANK	MATT CC AUGUST	100.96	312
248-260-942-000	AMAZON	COMERICA BANK	MATT CC AUGUST	24.42	312
248-260-942-000	AMAZON	COMERICA BANK	MATT CC AUGUST	14.99	312
248-260-942-000	SPAREBOX	COMERICA BANK	MATT CC AUGUST	285.00	312
248-260-942-000	GREAT LAKES ACE	COMERICA BANK	MATT CC AUGUST	23.31	312
248-260-942-000	EXXON ATV	COMERICA BANK	MATT CC AUGUST	9.63	312
248-260-942-000	CVS PHARMACY	COMERICA BANK	MATT CC AUGUST	48.22	312
248-260-942-000	FUNDS TO CLOSE PNC ACCT	MATTHEW GIBB	FUNDS TO CLOSE PNC ACCT	100.55	35149
Total Department 260 GENERAL ACTIVITIES				17,162.26	
Department: 725 ORGANIZATION					
248-725-824-000	TIM HORTONS DRGN ON LK	COMERICA BANK	JANET CC AUGUST	124.34	312
248-725-825-000	4727, 4711	BITTER TOM'S DISTILLERY	DOWNTOWN DOLLARS REDEMPTION 4727, 471	50.00	35074
248-725-825-000	4714	WEE BEAN COFFEE CO.	DOWNTOWN DOLLAR REDEMPTION 4714	25.00	35110
248-725-825-000	GIFT CERT'S 4673, 4674	OAT SODA	GIFT CERT'S 4673, 4674	50.00	35154
248-725-827-000	RIO ON MAIN	COMERICA BANK	JANET CC AUGUST	15.44	312
Total Department 725 ORGANIZATION				264.78	
Department: 726 DESIGN					
248-726-745-000	HOME DEPOT	COMERICA BANK	JANET CC AUGUST	211.05	312
248-726-745-000	HOME DEPOT	COMERICA BANK	MATT CC AUGUST	168.77	312
248-726-745-000	GREAT LAKES ACE	COMERICA BANK	MATT CC AUGUST	42.32	312
248-726-745-000	GREAT LAKES ACE	COMERICA BANK	MATT CC AUGUST	64.20	312
248-726-745-000	THE HOME DEPOT	COMERICA BANK	MATT CC AUGUST	90.85	312
248-726-745-000	CONTRACTOR BAGS	HOME DEPOT CREDIT SERVICES	BAGS	89.91	35147
248-726-980-001	THE UPS STORE	MATTHEW GIBB	REIMB MATT GIBB FOR OFFICE SUPPLIES	38.03	35093
248-726-980-001	BITTER TOMS	COMERICA BANK	MATT CC AUGUST	52.95	312
248-726-980-001	LY CO 2025-006 (MATERIALS)	MICKEY'S CONSTRUCTION LLC	VARIOUS DEMO, REPAIR CHANGE ORDER(S)	3,463.85	35150
248-726-980-001	LY CO 2025-007 (NORTH WALL	MICKEY'S CONSTRUCTION LLC	VARIOUS DEMO, REPAIR CHANGE ORDER(S)	8,450.00	35150
Total Department 726 DESIGN				12,671.93	
Department: 728 ECONOMIC DEVELOPMENT					
248-728-801-000	SEEMYLEGACY.COM	COMERICA BANK	MATT CC AUGUST	2,499.00	312
248-728-801-000	PAY 7/24-8/15 (56.5 X 18.7	Pavelich, Daniel T.	PAY FOR WEEKS 7/24-8/15	1,059.37	35157
248-728-860-000	TROLLEY EXPENSES	NOTA	TROLLEY EXPENSES	560.58	35151
248-728-888-000	INV 2876	EPRINT SOLUTION LLC	PRINTING (BANNERS FOR ILLUMINATORS, F	247.00	35084
248-728-888-000	INV 1758	20 FRONT STREET CONCEPTS,	ADVERT/MARKETING	300.00	35067
248-728-888-000	FB ADVERTISING	COMERICA BANK	JANET CC AUGUST	70.18	312
248-728-888-000	THE UPS STORE	COMERICA BANK	MATT CC AUGUST	46.75	312
248-728-888-000	INV 386225	VIEW NEWSPAPER GROUP	PRINT AD INV 386225	878.00	35166
Total Department 728 ECONOMIC DEVELOPMENT				5,660.88	
Department: 729 PROMOTION					
248-729-880-000	1VTY-LRW3-1PCQ DRGN ON THE	AMAZON CAPITAL SERVICES	DRGN ON THE LK, OF SUPPLIES, FWR FAIR	913.70	35070
248-729-880-005	INV 017076	HARVEST TIME	FALL DECOR	1,030.00	35146
248-729-880-007	1MTG-9WCM-TQ1Q FLWR FAIR	AMAZON CAPITAL SERVICES	DRGN ON THE LK, OF SUPPLIES, FWR FAIR	109.37	35070
248-729-880-014	KROGER	MATTHEW GIBB	REIMB MATT GIBB FOR OFFICE SUPPLIES	115.30	35093
248-729-880-017	SWANK MOTION PICTURES	COMERICA BANK	JANET CC AUGUST	415.00	312
248-729-880-017	ROCHESTER EVENT (POPCORN R	COMERICA BANK	JANET CC AUGUST	120.63	312
248-729-880-017	MEIJER MOVIE TEEN	COMERICA BANK	JANET CC AUGUST	43.38	312

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Department: 729 PROMOTION					
248-729-880-017	DOLLAR TREE MOVIE TEEN	COMERICA BANK	JANET CC AUGUST	54.86	312
248-729-880-017	DOLLAR TREE MOVIE TEEN	COMERICA BANK	JANET CC AUGUST	31.80	312
248-729-880-017	AMAZON	COMERICA BANK	MATT CC AUGUST	31.66	312
248-729-880-017	MOVIE NIGHT LIGHTS	AMAZON CAPITAL SERVICES	MOVIE NIGHT SUPPLIES	98.76	35124
248-729-880-017	INV 193N-DLPH-7TY4	AMAZON CAPITAL SERVICES	EVENT SUPPLIES	98.76	35124
248-729-880-017	BANNERS	EPRINT SOLUTION LLC	BANNERS	276.00	35142
248-729-885-000	I27207 201 S BROADWAY	TURNER SANITATION	PORTABLES	155.00	35105
Total Department 729 PROMOTION				3,494.22	
Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND				45,593.40	
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023					
Department: 901 CAPITAL OUTLAY					
301-901-950-000	HOME DEPOT	MATTHEW GIBB	REIMB MATT GIBB FOR OFFICE SUPPLIES	59.89	35093
301-901-950-000	THE UPS STORE	COMERICA BANK	MATT CC AUGUST	63.39	312
301-901-950-000	ROLL OFF DUMPSTER	COMERICA BANK	MATT CC AUGUST	574.00	312
301-901-950-000	ROLL OFF DUMPSTER	COMERICA BANK	MATT CC AUGUST	574.00	312
301-901-950-000	ROLL OFF DUMPSTER	COMERICA BANK	MATT CC AUGUST	100.00	312
301-901-950-000	ROLL OFF DUMPSTER	COMERICA BANK	MATT CC AUGUST	200.00	312
301-901-950-000	I27208 215 S BROADWAY	TURNER SANITATION	PORTABLES	125.00	35105
301-901-950-000	INV FNT-5633970-000	EQUIPMENTSHARE	EQUIPMENT	120.15	35143
301-901-950-000	INV 12385	WEED ERASER	INVASIVE SPECIES CONTROL	750.00	35167
301-901-950-000	DDA BRD APPROVED (9/5/25)	MICKEY'S CONSTRUCTION LLC	VARIOUS DEMO, REPAIR CHANGE ORDER(S)	24,900.00	35150
301-901-950-000	LY CO 2025-008 (INTERIOR F	MICKEY'S CONSTRUCTION LLC	VARIOUS DEMO, REPAIR CHANGE ORDER(S)	11,296.84	35150
301-901-950-000	LUMBERYARD ARCHITECTURAL (DAVIS AND DAVIS	PROPOSAL (HOLD CHECK FOR PICKUP PLEAS	24,500.00	35140
Total Department 901 CAPITAL OUTLAY				63,263.27	
Department: 905 DOWNTOWN DEV BOND 2023					
301-905-731-000	TAXABLE SERIES B INVOICE 7	HUNTINGTON NATIONAL BANK	ANNUAL ADMIN FEE	500.00	35090
301-905-731-001	INVOICE 74075 TAX EXEMPT S	HUNTINGTON NATIONAL BANK	ADMIN FEE TAX EXEMP SERIES A	500.00	35091
301-905-993-001	TAXABLE SERIES B	ARGENT INSTITUTIONAL TRUST	TAXABLE SERIES B LKORIONMI23B	36,960.50	35071
301-905-993-002	TAX EXEMPT SERIES A INTERE	ARGENT INSTITUTIONAL TRUST	TAX EXEMPT SERIES A LKORIONMI23A	63,400.00	35072
Total Department 905 DOWNTOWN DEV BOND 2023				101,360.50	
Total Fund 301 DOWNTOWN DEV BOND PROJECT 2023				164,623.77	

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY FUND ---					
248			DOWNTOWN DEVELOPMENT AUTHORITY FUND	45,593.40	
301			DOWNTOWN DEV BOND PROJECT 2023	164,623.77	
		Total For All Funds:		<u>210,217.17</u>	



DDA ACTION SUMMARY SHEET

MEETING DATE: October 20, 2025

TOPIC Holiday Lights

BACKGROUND BRIEF:

Last year we extended a contract with a local firm that was previously awarded following a bid process. That vendor is no longer available.

We secured three quotes for services of installing, each with a little nuance but essentially and quantifying the same. The proposals are attached.

RECOMMENDATION: I feel we are in a financial position to be cautious on this.

1. To make this work for this season I recommend we use the team from Timberland to install our existing and supplemented décor, including garland and lights.
2. I recommend we offer ridgeline lighting, to be facilitated through the DDA, but at the expense of the property/business, with a small cost support from our budget, say 10%.

FINANCIAL IMPACT:

We can support this out of our event budget for holiday lighting and the sing and stroll event.

RECOMMENDED MOTION

As directed by the board, with GL numbers discussed and selected at the meeting.



2005 Pontiac Road · Auburn Hills, MI 48326 · 248.276.8800 www.timberland-landscape.com

SERVICE PROPOSAL

<u>Customer: Lake Orion DDA</u>	<u>Job Name: 2025 Holiday Lights</u>
<u>Address: 118 N. Broadway St, Lake Orion</u>	<u>Prepared By: Meghan Gross</u>
<u>Approval Signature:</u>	<u>Date Prepared: 10.10.2025</u>

<u>Description</u>	<u>Total</u>
<p><u>Holiday Light Installation:</u> Install existing materials purchased by customer. (38) trunk wrapped trees up to approx. 8'. (6) small trees trunk and canopy. (6) medium trees trunk and canopy. (10) large trunk wrapped trees and canopy to 20'. (40) light poles - double strand garland.</p>	\$ 6,720
<p><u>Holiday Light Removal:</u> Remove all installed lights and garland. Store materials in shop during off-season.</p>	6,720
<p><i>Additional charges will apply for service calls and/or additional lights or garland is needed - Upon customer approval.</i></p>	
Total	<u><u>\$ 13,440</u></u>

From: [Aaron Young](#)
To: [Matthew Gibb](#)
Subject: Lake Orion DDA Christmas
Date: Friday, September 19, 2025 10:45:32 AM

Good morning!

Roofline - C9 bulbs lining roof - attached map shows where this would be included. If I'm missing something or want to make any changes to exactly what is included, let me know and we can adjust. Most of the lights will be installed with magnetic strings, but some will need the parapet clips permanently installed at the top. The rooflines needing the parapet are the ones with concrete on the top. Both will look the same from the road and no one will even notice the clips. They are about 2"x2" and only stick up about a quarter of an inch.

Cost - \$10,975 - this includes leasing the lights, installation, maintenance through the season, take down, and storage until next season

Light posts wrapped in garland - I counted 40 total light posts that make sense to wrap. I'm definitely might have missed some, but should be close enough to build a plan for. I know you had some garland, but not enough for doing every pole. We have several options for bows we can go over if that's something you are interested in.

If we're using existing garland - \$100 per pole - \$4000 total for 40 poles

If we're leasing the garland - \$150 per pole - \$6000 total for 40 poles

Trees with trunk and branch wrap - mini lights, roughly 1000 lights per tree - I believe we came up with 63 trees total, but there might be some we decide to skip. My preference is to at least decorate the main intersection's trees and make those stand out. There are 2 trees on each corner that are very uniform, large, and would look great lit up with the exception of the SE Corner of Flint and Broadway which only has one.

From our conversation, we believe there are 326 strands of 100 lights each for a total of 32,600 lights. We can stick with just using the existing lights, or we can supplement with ours. The lights should match close enough but we can keep them separate in case. This is just meant as a starting point and to get some ideas on how you want to plan and budget.

Each tree using existing lights - \$400 per tree

Each tree with us supplying lights - \$550 per tree

Given the timing, I'd caution against going with the color changing bulbs for the roof line. The cost would be substantially higher and difficult to pull off for 2025. Its definitely an option for next year though.

As for the pond area across from the park, I was thinking about creating a lit scene on the other side of the water. Attached is a page from our catalog that shows a few options that I feel would look great over there. These displays are tall, lit, and look amazing. I did them for a project in Brighton and Birmingham last season and were really happy with how it turned out. I would recommend the 2D ones since they'll be in a low traffic area and won't really be seen from the other side.

There's quite a bit of variance on cost, but they typically run around between \$1500 and \$3000. For most of our clients a 3 year lease on these can help spread the cost out and works best. You can also go here - <https://www.christmasdecor.net/christmas-decor-catalogs/#catalogs> - and check out some of the other options. Last I checked, most of the 2D items were in stock in our national warehouse, but they can go quick. Let me know if you like these, or if you see something else that you'd like to consider. The nice thing about the 2D ones is we could also add in other areas in the city including hanging them on the side of a building. The main scene could be on the other side of the pond but other matching items could be sprinkled in other areas to keep it uniform.

Thank you for walking with me earlier this week! I appreciate the time and look forward to the opportunity to work with you this season! Let me know what you like, what you don't like, and what else you want to work on and we'll get more detailed and updated.

Aaron Young

General Manager

Eradico Services, Inc.

29261 Wall St., Wixom, MI 48393

Phone 866.205.2911 // Fax 248.449.6877

younga@wmcdi.com



FROM:

QUOTE 2025-86

Santa's Light Crew, LLC

1861 Hidden Meadow Dr.
Howell, MI 48855
517-861-1563

TO:

Lake Orion Downtown Development Authority
Village Clerk
21 E Church St.
Lake Orion MI 48362
Matthew Gibb
(248) 693-9742
gibb@downtownlakeorion.org

Following are Options for Installing Holiday Decorations for Downtown Lake Orion:

Trees along Streetscape (using Customer Supplied Lights):

1. Approximately 38 Trees Wrapped up Trunk to approximately 8' using LED Seasonal Lights- \$2,850
2. Approximately six small hardwood trees wrapped up the trunk and swagged through upper canopy using LED Seasonal Lights. \$600
3. Approximately six medium hardwood trees wrapped up the trunk and swagged through upper canopy using LED Seasonal Lights. \$1,050
4. Approximately ten very large hardwood trees Tight-Wrapped up the trunk and major branches (to approximately 20') using LED Seasonal Lights. \$4,250

Boulevard Poles:

1. Approximately 28 Boulevard Poles on N. and S. Broadway St. with 4' LED Cool White Snowflakes. \$2,800
2. Approximately 9 Boulevard Poles on Lapeer St. with 4' LED Cool White Snowflakes. \$900
3. Approximately 5 Boulevard Poles on E. Shadbolt with 4' LED Cool White Snowflakes. \$500
4. Approximately 5 Boulevard Poles on S. Anderson St. with 4' LED Cool White Snowflakes. \$500

Roofline Options (N. & S. Broadway St):

1. Roofline of buildings on N. & S. Broadway St. using Seasonal LED Lights. \$10,950
2. Roofline of Buildings on N. & S. Broadway St. using Extended Season RGB Color-Changing Lights. \$17,500

Price includes Lease, Installation, Maintenance and Removal of all Lights, Cords, Clips, Timers.

Thank You,

Dave
Santa's Light Crew, LLC
517-861-1563



DDA ACTION SUMMARY SHEET

MEETING DATE: October 20, 2025

TOPIC Executive Directors Report

BACKGROUND BRIEF:

The Report is provided as an update of ongoing work and effort of the Director

FINANCIAL IMPACT:

None

RECOMMENDED MOTION

Receive and file the Executive Directors Report for October 2025.

EXECUTIVE DIRECTOR REPORT

Matthew Gibb – Executive Director

October 20, 2025



I. NEWS AND UPDATES

a. Non-Profit Organizational Materials.

i. Lumber Yard at Paint Creek Public Market, Inc.:

The Articles of Organization have been filed and accepted by the state of Michigan. The Federal EIN is ready to file and once the Director determines that the financials are in the correct format, the entity will be registered and a new bank account resolutions prepared for this Board to consider and adopt.

The Proposed Bylaws of the Organization are drafted and presented for your review and understanding,

The proposed framework of the Public Market management via a series of vendor application, contract, marketing and liability protective documentation is drafted and will be presented to the Lumber Yard Advisory panel for review in late October/early November.

ii. Main Street Alliance of Lake Orion, Inc.

The Articles of Organization have been filed and accepted by the state of Michigan. The Federal EIN is ready to file and once the Director determines that the financials are in the correct format, the entity will be registered and a new bank account resolutions prepared for this Board to consider and adopt.

The Proposed Bylaws have been likewise drafted and are pending a final review. The Board will be asked to assist in the formulation of the initial operating Board for the non profit. We will consult not only Main Street Oakland County, but several other Main Street non profit based organizations that are arms to an existing Tif funded downtown program for guidance and best practices.

Next step is the formation of an interim Board and the establishment of the Director role.

b. Parking Lot Leases / Maintenance

The lot lease agreements and standing ownership lots have been organized. Each of the leasehold agreement are expired and require a new lease or license to continue. Some of these should be considered for termination.

- i. Orion Schools Lot. This is the shared lot with the now sold school admin building. We pay \$2500 annually for the use of this lot as a downtown overflow lot. As it is now owned and subject to the development at the Ehman Center, we are negotiating how aspects of the lot can continue, and on what financial structure.
 - ii. Caruso Lot. We need a new agreement. We are currently behind on the payment agreement. It is recommended we keep the lot and will be contacting the ownership for an agreement on a catch up payment and new agreement
 - iii. Sherman Lot. This is the Orion Review lot where the Congresswoman's office is now located. We owe back taxes as a portion of our lease payment. It is now owned by Dan Zaraga who is willing to extend under a new agreement if we make current the long disregarded payments. It is recommended we keep this lot.
 - iv. Irish Tavern. We retain rights to this lot behind Irish Tavern. It is one of the lots we need to schedule maintenance, including snow removal for.
 - v. Tarr Lot. We are current on the tax based payment, and we have invested in the maintenance of the surface of this lot this year. We need to determine who it's being plowed this winter.
 - vi. Front Street. This lot was created with our money, and we need to determine with DPW who is plowing it.
 - vii. Slater Street. We own this lot. Next year it will require new gravel surfacing. We need to determine a maintenance schedule.
 - viii. Lumber Yard. This is a work in progress. Last year the winter saw the lot mostly covered in ice. It may be necessary to close this for the season due to conditions. That decision hurts Waterside Social and Oat Soda (now Clover & Creek) who rely on it for parking.
- c. **Cleaning Services.** Our cleaning contract has decided to terminate. It was a very low rate. This contract cleaned our office and the restrooms at the Fire Hall. Replacing this is essential to keeping the firehall restrooms open. It is in progress, but right now the restrooms are temporarily closed.
- d. **Lumber Yard Progress.** Lots of road blocks, but not by us. Since our last meeting thirty days ago...
- i. Plan Development. We can't seem to get any resource help from the village. They are treating us not as a division of the municipality, but as a private developer. That's fine, so we formed the entity (above) and will be pursuing PUD eligibility. We are having difficulty getting our site plan finished as we have no direction on how storm water will be reviewed by the Village

engineer. That's fine, we are crafting how to adopt engineering from the known plan specs of the DC Structures concept buildings previously approved by the Board.

- ii. **Construction.** We were slowed because the Village Manager wanted clarification on the zoning compliance permit approved by McKenna in the spring, and re-affirmed at the zoning meeting in August. It has now been re-issued as a new permit, so our five week delay is solved. We are now awaiting re-affirmation of permit status of the north deck, which was previously reviewed by the township, but re-submitted following the delay of the village needing to be certain of what was approved in the spring.
- The north deck is in progress.
 - Architectural as built drawings will be complete by November 1
 - Architectural drawings are in progress for the addition needed on the Bakery building
 - Footing repairs on the main barn are now re-commencing following the stop request from the village manager
 - The coal shed is moving into a safer place on site, as a temporary storage of the shed, and we will be completing the demolition phase after its is slid over to a safe spot.
 - The east and west wall for the main barn are being repaired to have the original facade and doors repaired.
 - The garage doors for the south wall are order and will be in by the next Board meeting. That wall is being reviewed by the architect for as built drawings and any building inspector questions.
 - Bids have been made on needed additional historic materials to start the process of finishing the exterior of the barn.

II. TO DO'S AND MORE

- a. **Village Council.** We did have to spend about 40 hours in meetings, research, telephone with state offices and more to respond and understand the multiple attacks by certain council members to shrink or de-fund the DDA TIF and district. We could do so much more with the time, but its good for being able to understand other council members plans and approach for our work.
- b. **FOIA.** Someone in the community, possibly on council, is directing and instructing others on large FOIA requests. As the coordinator, I am properly responding.
- c. **Beautification.** The appearance of the village speaks for itself. I have assisted our part time staff in making sure it's the best ever.

Respectfully Submitted,
 Matthew Gibb
gibb@downtownlakeorion.org
 (248) 464-0307



STATE OF MICHIGAN
CSCL/CD- 502 - ARTICLES OF INCORPORATION -
DOMESTIC NONPROFIT CORPORATION

Corporations Division Administrator
FILED
Entity #: 900100300
Filed Date: 9/29/2025

Articles of Incorporation
Pursuant to the provisions of Act 162, Public Acts of 1982, the undersigned executes the following Articles:

Article I- Michigan Nonprofit Corporation Name
Michigan Nonprofit Corporation Name LUMBER YARD AT PAINT CREEK PUBLIC MARKET, INC

Article II
The purpose or purposes for which the corporation is formed are:
This corporation is organized and shall be operated exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended. Without limiting the generality of the foregoing, the corporations purposes include developing and operating a year-round public market and related programs that advance local entrepreneurship and small-business development; provide education, coaching, and technical assistance, including food safety, merchandising, bookkeeping, pricing, licensing, and digital marketing; improve community health, nutrition, and food access; create workforce and youth pathways; and activate public spaces for cultural, educational, and civic uses in and around the historic Lumber Yard at Paint Creek. No part of the net earnings of the corporation shall inure to the benefit of any private person, except for reasonable compensation for services rendered and reimbursement of reasonable expenses. No substantial part of the activities shall be lobbying, and the corporation shall not participate in or intervene in any political campaign on behalf of (or in opposition to) any candidate for public office.

Article III
The corporation is formed on a Stock or Nonstock basis: Nonstock
a. Real Property Assets: NONE
b. Personal Property Assets: NONE
c. The corporation is to be financed under the following general plan: The corporation is to be financed by charitable contributions and grants; sponsorships; program service revenue including stall/license fees and educational program fees; and other income related to its exempt purposes.
The corporation is formed on a Membership or Directorship basis: Directorship

Article IV
The name of the resident agent at the registered office is:
Agent Name MATTHEW GIBB
The street address of the location of the registered office is:
Street Address 118 N. BROADWAY STREET
LAKE ORION, MI 48362
 I certify the above individual/company has agreed to serve as the Resident Agent for service of process for this entity.

Article V
The name and address of the incorporator/incorporators is/are as follows:

Name of individual or organization	Address
LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY	118 N. BROADWAY STREET LAKE ORION, MI 48362

Article VI

- Pursuant to Section 209(c) of the Act, a director or volunteer officer shall not be personally liable to the corporation, its shareholders, or its members for money damages for any action taken or any failure to take any action as a director or volunteer officer, except liability for any of the following: (i) The amount of a financial benefit received by a director or volunteer officer to which he or she is not entitled. (ii) Intentional infliction of harm on the corporation, its shareholders, or members. (iii) A violation of Section 551. (iv) An intentional criminal act. (v) A liability imposed under Section 497(a).
- Pursuant to Section 209(d) of the Act, the corporation assumes all liability to any person other than the corporation, its shareholders, or its members for all acts or omissions of a volunteer director occurring on or after January 1, 1988 incurred in the good faith performance of the volunteer director's duties.
- Pursuant to Section 209(e) of the Act, the corporation assumes the liability for all acts or omissions of a volunteer director, volunteer officer, or other volunteer occurring on or after the effective date of the provision if all of the following are met: (i) The volunteer was acting or reasonably believed he or she was acting within the scope of his or her authority. (ii) The volunteer was acting in good faith. (iii) The volunteer's conduct did not amount to gross negligence or willful and wanton misconduct. (iv) The volunteer's conduct was not an intentional tort. (v) The volunteer's conduct was not a tort arising out of the ownership, maintenance, or use of a motor vehicle for which tort liability may be imposed under section 3135 of the insurance code of 1956, 1956 PA 218, MCL 500.3135.

Article VII Directors

The number of directors shall be fixed from time to time in the bylaws, but shall not be fewer than three (3).

Article VIII Tax-Exempt Status; Dissolution

The corporation shall not carry on any activities not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c)(3) of the Code or by a corporation, contributions to which are deductible under Section 170(c)(2) of the Code. Upon dissolution, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Code, or to the federal government, or to a state or local government, for a public purpose. Assets subject to donor restrictions or conditions shall be handled consistent with those restrictions and applicable law.

Filing Effective Date

The filing will be effective: when filed by the Corporations Division Administrator.

Attestations

- I understand that the information I enter into the online system is public information and will appear online and on copy requests exactly as I enter it into the system.
- I have been authorized by the entity to file this document online.
- I, HEREBY SWEAR AND/OR AFFIRM, under penalty of law, including criminal prosecution, that the facts contained in this document are true. I certify that I am signing this document as the person(s) whose signature is required, or as an agent of the person(s) whose signature is required, who has authorized me to place his/her signature on this document.

Incorporator Signature(s)

Authorized Agent

Matthew Gibb

Signer's Capacity

On behalf of LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY

09/29/2025

Date



STATE OF MICHIGAN
CSCL/CD- 502 - ARTICLES OF INCORPORATION -
DOMESTIC NONPROFIT CORPORATION

Corporations Division Administrator
FILED
Entity #: 900108660
Filed Date: 10/17/2025

Articles of Incorporation
Pursuant to the provisions of Act 162, Public Acts of 1982, the undersigned executes the following Articles:

Article I- Michigan Nonprofit Corporation Name
Michigan Nonprofit Corporation Name MAIN STREET ALLIANCE OF LAKE ORION, INC

Article II
The purpose or purposes for which the corporation is formed are: The corporation is organized exclusively for charitable and educational purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code, including but not limited to supporting downtown revitalization, historic preservation, and economic vitality through the Main Street principles in Lake Orion, Michigan

Article III
The corporation is formed on a Stock or Nonstock basis: Nonstock
a. Real Property Assets: None
b. Personal Property Assets: None
c. The corporation is to be financed under the following general plan: The corporation will be financed through membership dues, donations, sponsorships, fundraising events, program service income, and grants from public and private sources. All funds will be used exclusively to further the charitable and educational purposes of the corporation.
The corporation is formed on a Membership or Directorship basis: Directorship

Article IV
The name of the resident agent at the registered office is:
Agent Name MATTHEW A GIBB
The street address of the location of the registered office is:
Street Address 118 N. BROADWAY STREET
LAKE ORION, MI 48362
 I certify the above individual/company has agreed to serve as the Resident Agent for service of process for this entity.

Article V
The name and address of the incorporator/incorporators is/are as follows:

Name of individual or organization	Address
MATTHEW GIBB	118 N BROADWAY ST LAKE ORION, MI 48362

Article VI
 Pursuant to Section 209(c) of the Act, a director or volunteer officer shall not be personally liable to the corporation, its shareholders, or its members for money damages for any action taken or any failure to take any action as a director or volunteer officer, except liability for any of the following: (i) The amount of a financial benefit received by a director or volunteer officer to which he or she is not entitled. (ii) Intentional infliction of harm on the corporation, its shareholders, or members. (iii) A violation of Section 551. (iv) An intentional criminal act. (v) A liability imposed under Section 497(a).
 Pursuant to Section 209(d) of the Act, the corporation assumes all liability to any person other than the corporation, its shareholders, or its members for all acts or omissions of a volunteer director occurring on or after January 1, 1988 incurred in the good faith performance of the volunteer director's duties.

Pursuant to Section 209(e) of the Act, the corporation assumes the liability for all acts or omissions of a volunteer director, volunteer officer, or other volunteer occurring on or after the effective date of the provision if all of the following are met: (i) The volunteer was acting or reasonably believed he or she was acting within the scope of his or her authority. (ii) The volunteer was acting in good faith. (iii) The volunteer's conduct did not amount to gross negligence or willful and wanton misconduct. (iv) The volunteer's conduct was not an intentional tort. (v) The volunteer's conduct was not a tort arising out of the ownership, maintenance, or use of a motor vehicle for which tort liability may be imposed under section 3135 of the insurance code of 1956, 1956 PA 218, MCL 500.3135.

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Attestations

- I understand that the information I enter into the online system is public information and will appear online and on copy requests exactly as I enter it into the system.
- I have been authorized by the entity to file this document online.
- I, HEREBY SWEAR AND/OR AFFIRM, under penalty of law, including criminal prosecution, that the facts contained in this document are true. I certify that I am signing this document as the person(s) whose signature is required, or as an agent of the person(s) whose signature is required, who has authorized me to place his/her signature on this document.

Incorporator Signature(s)

<i>Authorized Agent</i>	<i>Matthew Gibb</i>	<i>10/17/2025</i>
Signer's Capacity	On behalf of MATTHEW GIBB	Date

DC Structures - Permitting Feasibility Checklist

Date: 07.28.25

Completed by: Jill Robbie

*Disclaimer: This Permitting checklist seeks to identify broad permitting and code requirements specific to the project site. Permitting review for the project may include, but is not limited to, information listed below. There is a possibility of add'l requirements being encountered during permitting process, with the jurisdiction, not listed below.

Table of Contents:

- I. Property Information
- II. Zoning Standards
- III. Building Standards
- IV. Permitting requirements
- V. Links and Contacts
- VI. Notes

I. Property Information - General

Project:

Gibb, Matt (Lake Orion DDA)

Client:

Matt Gibb - Owner's Rep for Lake Orion Downtown Development Authority

Description of Proposed Project:

A couple retail spaces, an Airbnb/hotel with 10 rooms, a bike shop with space for spinning classes

Site Address:

215 S Broadway Street, Lake Orion, MI 48362

Listed Owner (Online Records):

LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY

Tax Lot # or other Identifiers:

0911228020

Jurisdiction:

Oakland County, MI

HOA:

NO

WUI:

NO

Lot Size/Acreage:

4.12 Acres

Utilities:

Water: TBD

Sewer: TBD

II. Zoning Standards

Zoning: DC – Downtown Center (Commercial)

Uses Allowed:

1. Any retail business whose principal activity is the sale or rental of merchandise within a completely enclosed building.
2. Music, art, dance, or photography studios or galleries.
3. Business service establishments performing services on the premises, such as computer, office machine and typewriter repair, copying and printing.
4. Banks, credit unions, and other financial institutions.
5. Grocery stores, convenience stores, meat markets, bakeries, and other similar establishments.
6. Offices, including medical and dental, business, professional and governmental.
7. Standard restaurants and carry-out restaurants, including coffee shops, with or without outdoor seating areas
8. Attached single-family or multiple-family dwelling units

Lot Coverage/Density (Allowable):

Maximum first floor area per building: 20,000 sq. ft

Setbacks:

Front: 10'

Side: 10'

Side Street: 10'

Rear: 0'

Building Height:

36' Max

Overlay Zones/Boundaries:

Contacts:

[Gage Belko](#)

Planning and Zoning Coordinator

(248) 693-8391 ext. 107

[Barbara Rice](#)

Office Coordinator

(248) 693-8391 ext. 105

III. Building Standards

Applicable Codes:

- [2015 Michigan Residential Code](#)
- [2021 Michigan Building Code](#)
- [2021 Michigan Plumbing Code](#)
- [2021 Michigan Mechanical Code](#)
- [2023 Michigan Electrical Code](#)

Energy Efficiency Requirements (Climate Zone **5B**):

Fenestration: U-0.032

Skylight U-Factor:

Glazed Fenestration SHGC:

Ceiling R-Value: R-49

Walls – Wood framed: R-13

Floor: R-30

Slab: R-15 2'

Forced Air Ducts:

Structural Design Criteria:

Snow Load: 35

IV. Permitting Requirements:

No construction may commence until permits, as applicable to the project, are secured from the appropriate agencies. Such permits include, but are not limited to the following:

- Village of Lake Orion
- Michigan Department of Environment, Great Lakes and Energy (EGLE) Water Main (Act 399)
- Michigan Department of Environment, Great Lakes and Energy (EGLE) Sanitary Sewer (Part 41)
- Oakland County Water Resources Commissioner
- Oakland County Water Resources Commissioner (Soil Erosion)
- Road Commission for Oakland County:
- National Pollutant Discharge Elimination System (NPDES) Notice of Coverage from Michigan Department of Environmental Quality
- Michigan Department of Environment, Great Lakes and Energy (EGLE) (Part 301, Part 303, and Part 31)
- Michigan Department of Transportation

V. Links and Contacts:

Oakland County MI GIS Map:

<https://app.regrid.com/us/mi/oakland#>

Village of Lake Orion Planning & Development:

<https://www.lakeorion.org/planning-zoning-building>

Village of Lake Orion Zoning Ordinance:

<https://www.lakeorion.org/media/2061>

VI. Notes:

Construction Plans shall include the following sheets (when applicable) and the order shall generally be maintained as indicated:

- (a) Cover Sheet
- (b) Site Plan / General Plan
- (c) General Notes
- (d) Existing Conditions (Topographic and Boundary Survey)
- (e) Soil Erosion and Sediment Control Plans
- (f) Demolition Plans
- (g) Overall Grading Plans
- (h) Detailed Grading Plans
- (i) Sanitary Sewer and Water Main Plan and Profile Sheets (including basis of design)
- (j) Road and Storm Sewer Plan and Profile Sheets
- (k) Detention Area Plan and Sections with Calculations
- (l) Drainage Area Map and Storm Sewer Calculations
- (m) Traffic Staging / Signing
- (n) Soil Boring Data Sheets
- (o) Detail and Note Sheets (Project Specific)
- (p) Landscape Plans and Details (
- q) Village Standard Details

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DAMASCUS, OR 97089

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Drawing Index		
No.	Date	Description

LAKE ORION
DDA
STILLWATER
2

215 SOUTH
BROADWAY
LAKE ORION, MI

TITLE SHEET

A-001

LAKE ORION DDA STILLWATER 2

215 SOUTH BROADWAY
LAKE ORION, MI

GENERAL NOTES

- CONTACT EACH MUNICIPAL, GOVERNMENTAL, OR PRIVATE UTILITY COMPANIES TO DETERMINE THE LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION.
- SCHEDULE AND COORDINATE ALL SHUT DOWNS OF EXISTING UTILITIES WITH THE OWNER IN ADVANCE A MINIMUM OF SEVEN (7) DAYS PRIOR TO SHUT DOWN.
- PROVIDE ALL REQUIRED EROSION CONTROL MEASURES PRIOR TO ANY EXCAVATION.
- A CHEMICAL TOILET IS REQUIRED ON-SITE DURING CONSTRUCTION.
- OTHER WORK MAY BE PERFORMED UNDER A SEPARATE CONTRACT AT THE CLIENT'S PROPERTY. COORDINATE WITH ALL OTHER CONTRACTED TRADES SO AS TO NOT INTERFERE WITH THEIR WORK.
- ALL FASTENERS IN CONTACT WITH PRESERVATIVE TREATED WOOD SHALL BE HOT DIPPED GALVANIZED.
- REFER TO STRUCTURAL DRAWINGS FOR STRUCTURAL REQUIREMENTS, SIZE, SPACING AND LOCATION OF ALL STRUCTURAL MEMBERS.
- STRICTLY FOLLOW ALL MANUFACTURER'S INSTALLATION INSTRUCTIONS WHEN USING OR INSTALLING PRODUCTS.
- ALL DOOR AND WINDOW DIMENSIONS ARE APPROXIMATE. VERIFY MANUFACTURER SPECIFICATIONS FOR EXACT SIZE.
- USE 5/8" TYPE X GYPSUM WALL BOARD THROUGHOUT. PROVIDE WATER RESISTANT GYPSUM WALL BOARD IN RESTROOMS WITH SHOWERS. PROVIDE FRAMING AT 16" O.C. MAX AT CEILINGS WHERE WATER RESISTANT GYPSUM WALL BOARD IS INSTALLED.
- FIRE BLOCKING SHALL BE PROVIDED IN STUD CAVITIES OVER 10' IN HEIGHT.
- CONTACT DESIGNER OR ENGINEER OF RECORD TO CONFIRM DIMENSIONS IF NOT LISTED.

AREA - CONDITIONED SPACE

NOTE: CONDITIONED SPACE MEASURED FROM EXTERIOR SURFACES OF EXTERIOR FRAMING & HEAD CLEARANCE ABOVE 48"

CONDITIONED	960 SF
RETAIL	192 SF
SERVICE	1152 SF
GRAND TOTAL	1152 SF

SHEET INDEX

A-001	TITLE SHEET
A-002	3D VIEWS EXTERIOR
A-003	3D VIEWS INTERIOR & 3D SKETCH
A-101	FLOOR PLAN
A-102	ROOF PLAN
A-103	SCHEDULES
A-201	ELEVATIONS
A-301	SECTIONS

APPLICABLE CODES

2015	(MICHIGAN RESIDENTIAL CODE)
2021	(MICHIGAN BUILDING CODE)
2021	(MICHIGAN PLUMBING CODE)
2021	(MICHIGAN MECHANICAL CODE)
2023	(MICHIGAN ELECTRICAL CODE)

MATERIALS

	CONCRETE		METAL		RIGID INSULATION
	EARTH		PLYWOOD		WOOD
	GYPSUM WALL BOARD		STONE		BATT INSULATION
	GRAVEL				

PROJECT DESCRIPTION

EXAMPLE PROJECT DESCRIPTION

REFERENCE SYMBOLS

	LEVEL		SHEARWALL TAG
	LEVEL OR SPOT ELEVATION		WALL TAG
	DETAIL CALLOUT		PROPERTY LINE
	DETAIL NUMBER		REVISION CLOUD AROUND REVISION
	SHEET WHERE DETAIL IS DRAWN		KEYNOTE TAG
	ELEVATION SECTION & DETAIL CALLOUT		
	DETAIL NUMBER		
	SHEET NUMBER		
	DIRECTION OF VIEW		
	DOOR TAG		
	WINDOW TAG		
	EQUIPMENT TAG		
	SEE EQUIPMENT SCHEDULE ON SHEET A-104		

PROJECT DIRECTORY

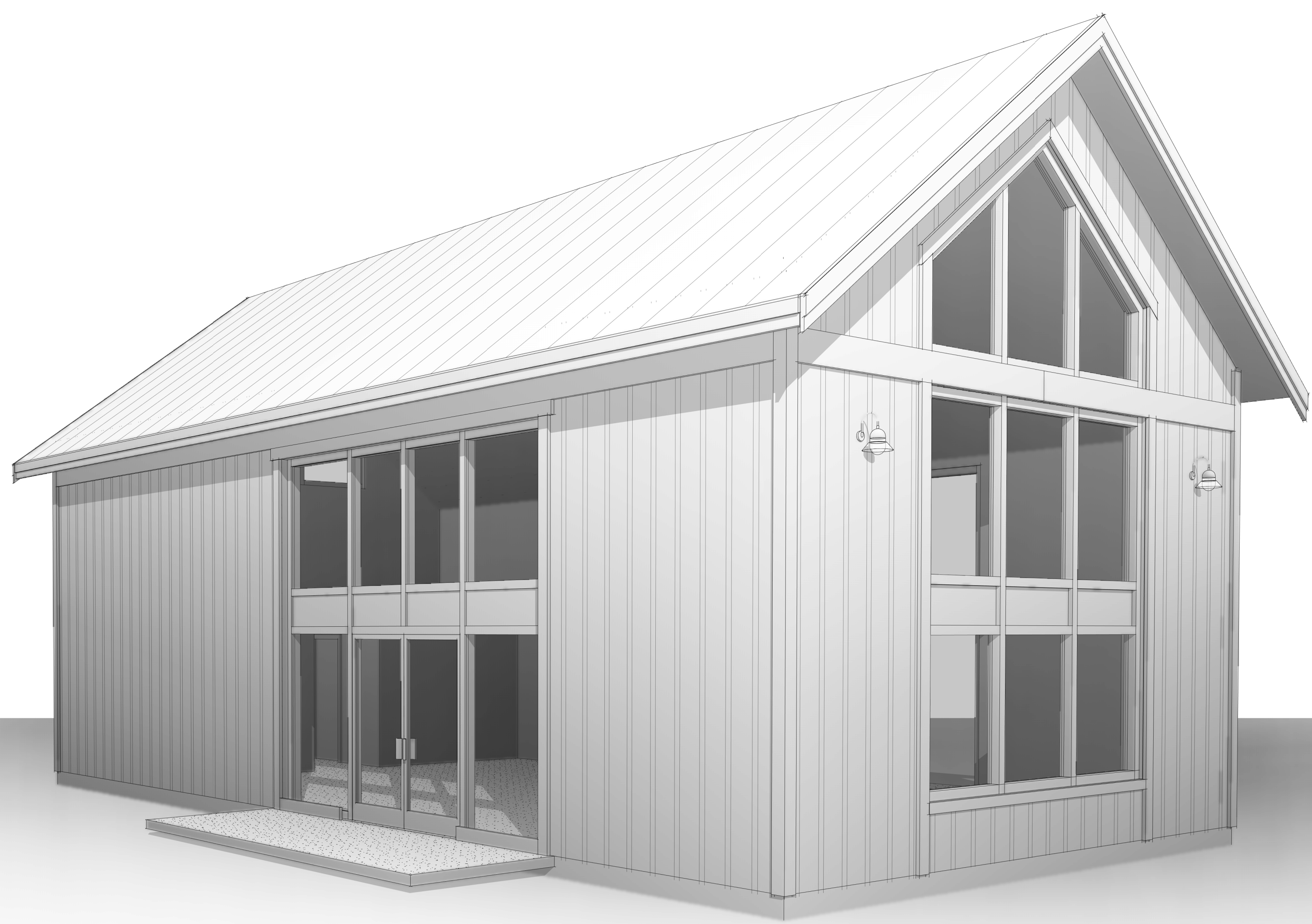
OWNER
LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY
CONTACT: MATT GIBB
E: GIBB@DOWNTOWNLAKEORION.ORG

CONTRACTOR

REGISTERED DESIGN PROFESSIONAL
CUSHING TERRELL
2140 SW JEFFERSON ST., SUITE 200
PORTLAND, OR 97201
CONTACT: JACOB BAGLIEN, P.E.
P: 503.348.1234
E: JACOB.BAGLIEN@CUSHINGTERRELL.COM

ABBREVIATIONS

AFF	ABOVE FINISHED FLOOR	FC	FRAMING CLIP	NIC	NOT IN CONTRACT	TEL	TELEPHONE
ADJ	ADJACENT	FRP	FIBER REINFORCED PLASTIC	NTS	NOT TO SCALE	TV	TELEVISION
AGG	AGGREGATE	FFL	FINISHED FLOOR LINE	OC	ON CENTER (S)	TEMP	TEMPERED GLAZING
A/C	AIR CONDITIONING	FE	FIRE EXTINGUISHER	OD	OUTSIDE DIAMETER	THK	THICK (NESS)
ALT	ALTERNATE	FD	FLOOR DRAIN	OV	OVEN	TFD	TOILET PAPER DISPENSER
ALUM	ALUMINUM	FTG	FOOTING	PEN	PENETRATION	T&G	TONGUE AND GROOVE
AB	ANCHOR BOLT	FND	FOUNDATION	FTD	PAPER TOWEL DISPENSER	T.O.	TOP OF
ABV	ABOVE	GA	GAUGE	FLAM	PLASTIC LAMINATE	TD	TOWEL BAR
ARCH.	ARCHITECT (A/RAL)	GALV	GALVANIZED	PL	PLATE, PROPERTY LINE	TYP	TYPICAL
ASPH	ASPHALT	GB	GRAB BAR	FLYWD	FLYWOOD	UNO	UNLESS NOTED OTHERWISE
BLK	BLOCK	GLB	GULLIAM BEAM	PVC	POLYVINYL CHLORIDE	VPB	VAPOR BARRIER
BLKG	BLOCKING	GSN	GENERAL STRUCTURAL NOTES	PSF	POUNDS PER SQUARE FOOT	VF	VERIFY IN FIELD
BD	BOARD	GWB	GYPSUM WALL BOARD	PSI	POUNDS PER SQUARE INCH	VERT	VERTICAL
BLDG	BUILDING	HND	HARDWOOD	QT	QUARRY TILE	VB	VINYL BASE
CAB.	CABINET	HVAC	HEATING/VENTILATING/A/C	RCA	RAISED CENTER AISLE	VCT	VINYL COMPOSITION TILE
CPT	CARPET (ED)	HSS	HOLLOW STRUCTURAL STEEL	REF	REFRIGERATOR	VF	VINYL FABRIC
CLG	CEILING	HB	HOSE BIBB	REIN	REINFORCE (D), (NS)	VT	VINYL TILE
CL	CENTERLINE	ID	INSIDE DIAMETER	REQD	REQUIRED	VVC	VINYL WALL COVERING
CT	CERAMIC TILE	INSUL	INSULATE (D), (IG)	RM	ROOM	W/C	WATER CLOSET
CO	CLEANOUT	INT	INTERIOR INV INVERT	RB	RUBBER BASE	WRB	WATER RESISTANT BARRIER
COL	COLUMN	KIT.	KITCHEN	RBT	RUBBER TILE	WH	WATER HEATER
CONC	CONCRETE	LAB	LABORATORY	RM	ROOM	WP	WATERPROOFING
CMU	CONCRETE MASONRY UNIT	LAM.	LAMINATE (D)	SEC	SECTION	W/F	WELDED WIRE FABRIC
CJ	CONTROL JOINT	LAV	LAVATORY	SECT	SECTION	W	WALL
CONT	CONTINUOUS OR CONTINUE	LH	LEFT HAND	SHT	SHEET	WID	WINDOW
CF	CUBIC FOOT	LF	LINEAR FEET	SHV	SHEET VINYL	W/O	WITHOUT
CY	CUBIC YARD	LVL	LAMINATED VENEER LUMBER	SH	SHEAR	W/B	WOOD BASE
DEMO	DEMOLISH	LSL	LAMINATED STRAND LUMBER	SH	SHEAR WALL	W	WOOD
DET	DETAIL	MH	MANHOLE	SHT	SHEET	WP	WORKING POINT
DN	DIAMETER	MFR	MANUFACTURE (ER)	SH	SHEAR		
DS	DOWNSPOUT	MAT.	MATERIAL (S)	SH	SHEAR		
DN	DISHWASHER	MAX.	MAXIMUM	SH	SHEAR		
ELEC	ELECTRIC (AL)	MECH	MECHANICAL (-LY)	SH	SHEAR		
EQ	EQUAL	MTL	METAL	SH	SHEAR		
EQUIP	EQUIPMENT	MM	MILLIMETER (S)	SH	SHEAR		
EN	EDGE NAIL	MIN.	MINIMUM	SH	SHEAR		
E	EXISTING	MISC	MISCELLANEOUS	SH	SHEAR		



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Drawing Index

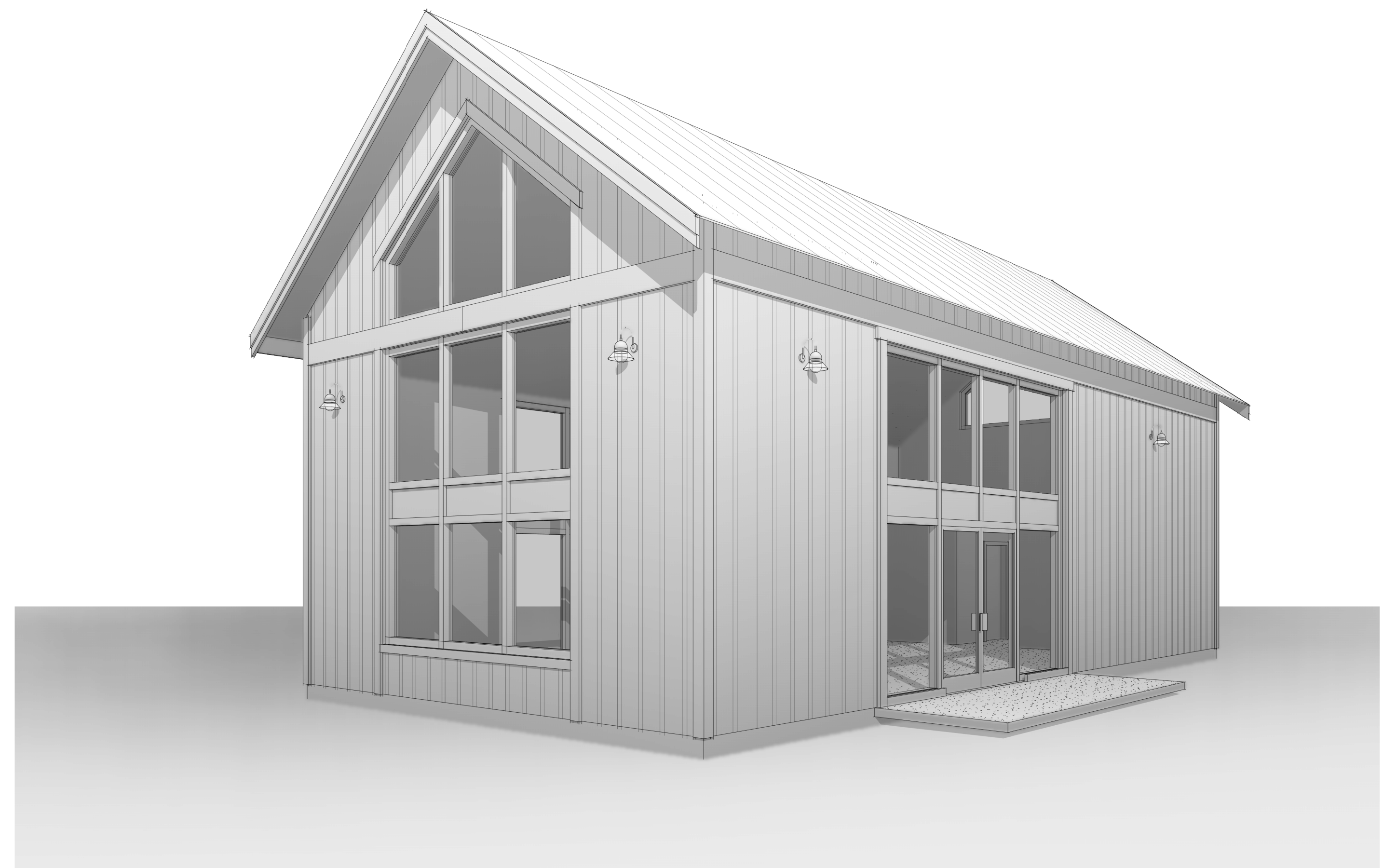
No. Date Description

LAKE ORION
DDA
STILLWATER
2

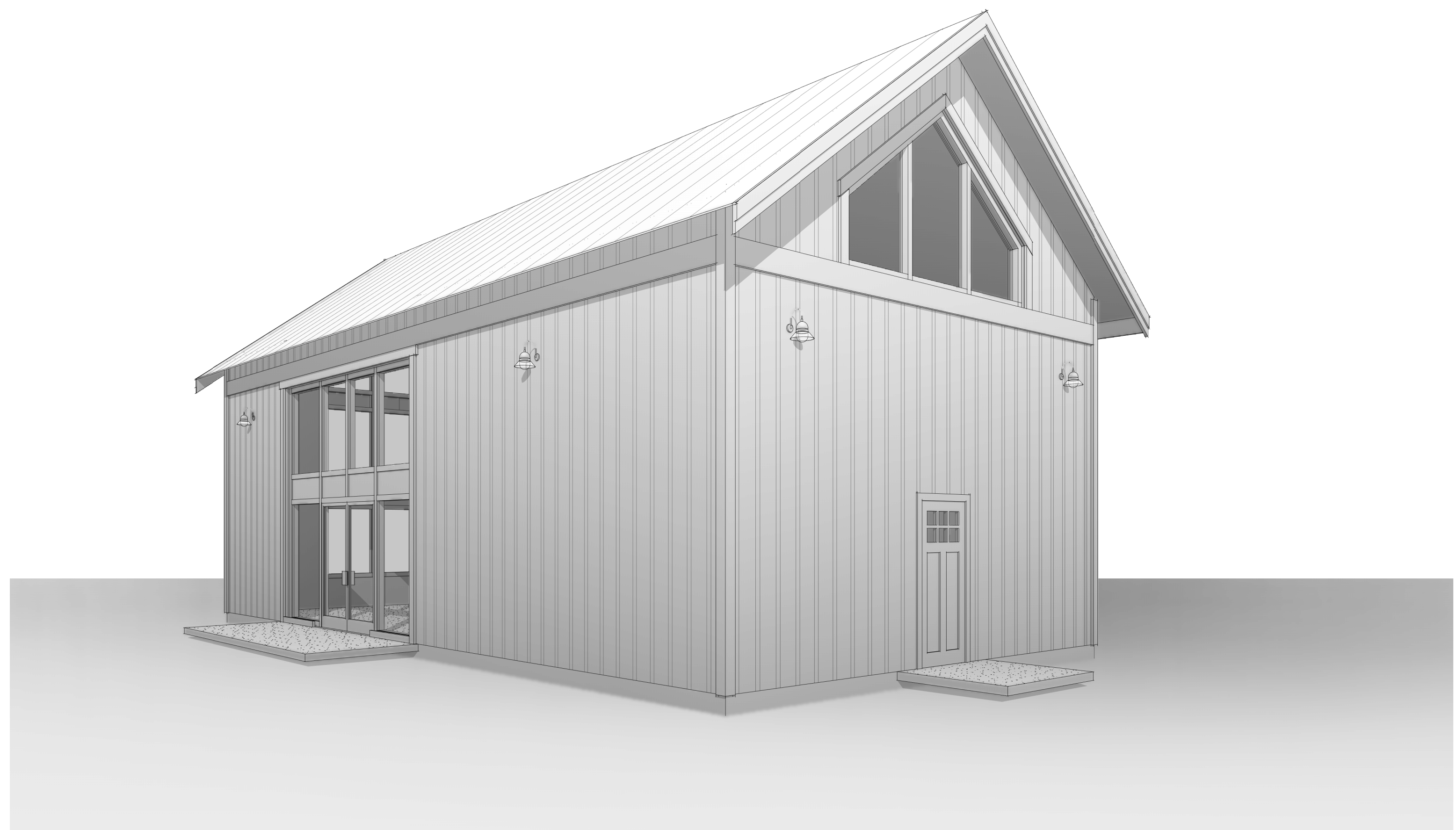
215 SOUTH
BROADWAY
LAKE ORION, MI

3D VIEWS
EXTERIOR

A-002



1 3D EXTERIOR VIEW A



3 3D EXTERIOR VIEW B



4 3D EXTERIOR VIEW C



2 3D EXTERIOR VIEW D

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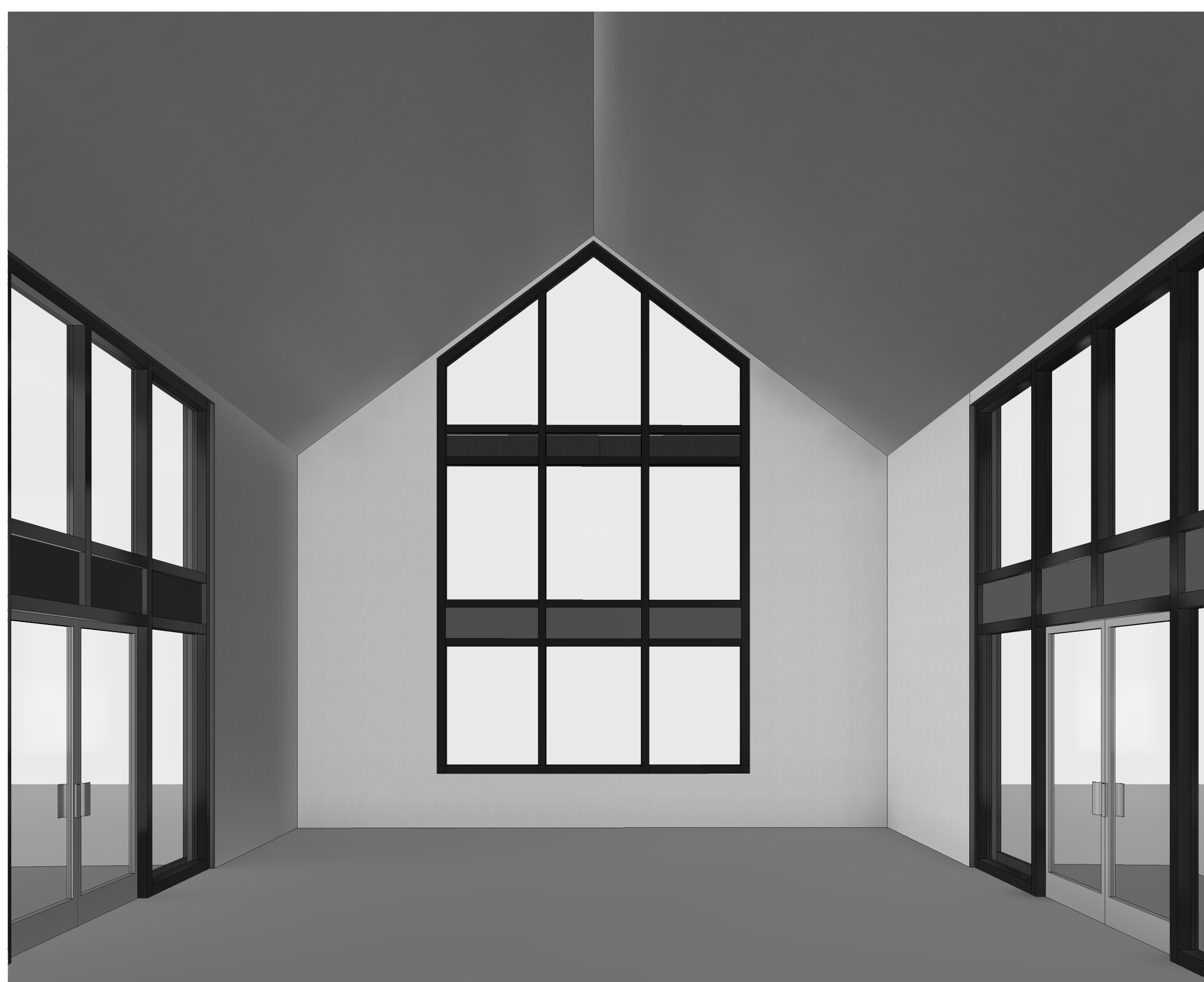
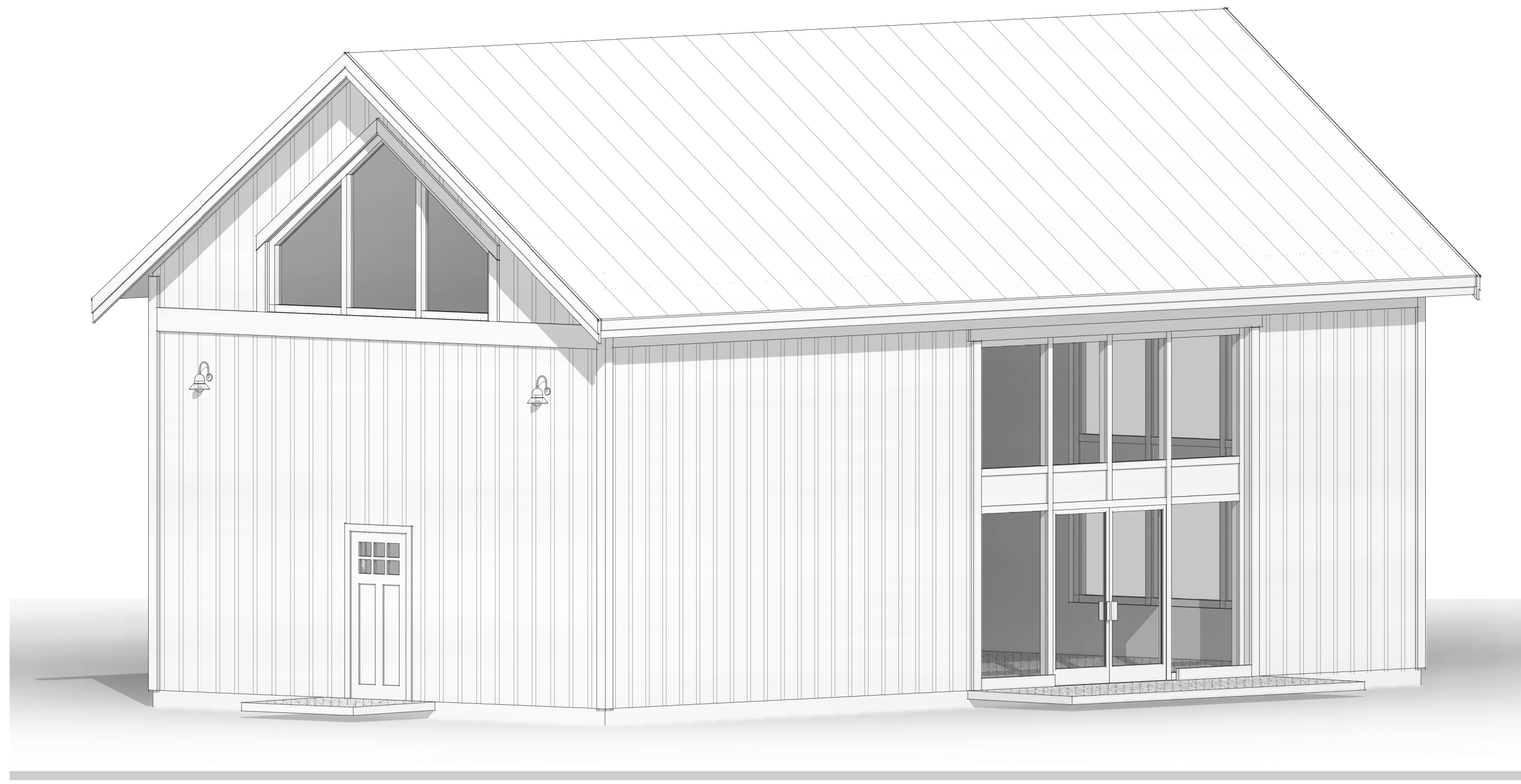
Drawing Index		
No.	Date	Description
1	DD MMM 14	PERMIT SET

LAKE ORION
DDA
STILLWATER
2

215 SOUTH
BROADWAY
LAKE ORION, MI

3D VIEWS
INTERIOR &
3D SKETCH

A-003



1 3D INTERIOR VIEW @ MAIN FLOOR - A

2 3D INTERIOR VIEW @ MAIN FLOOR - B

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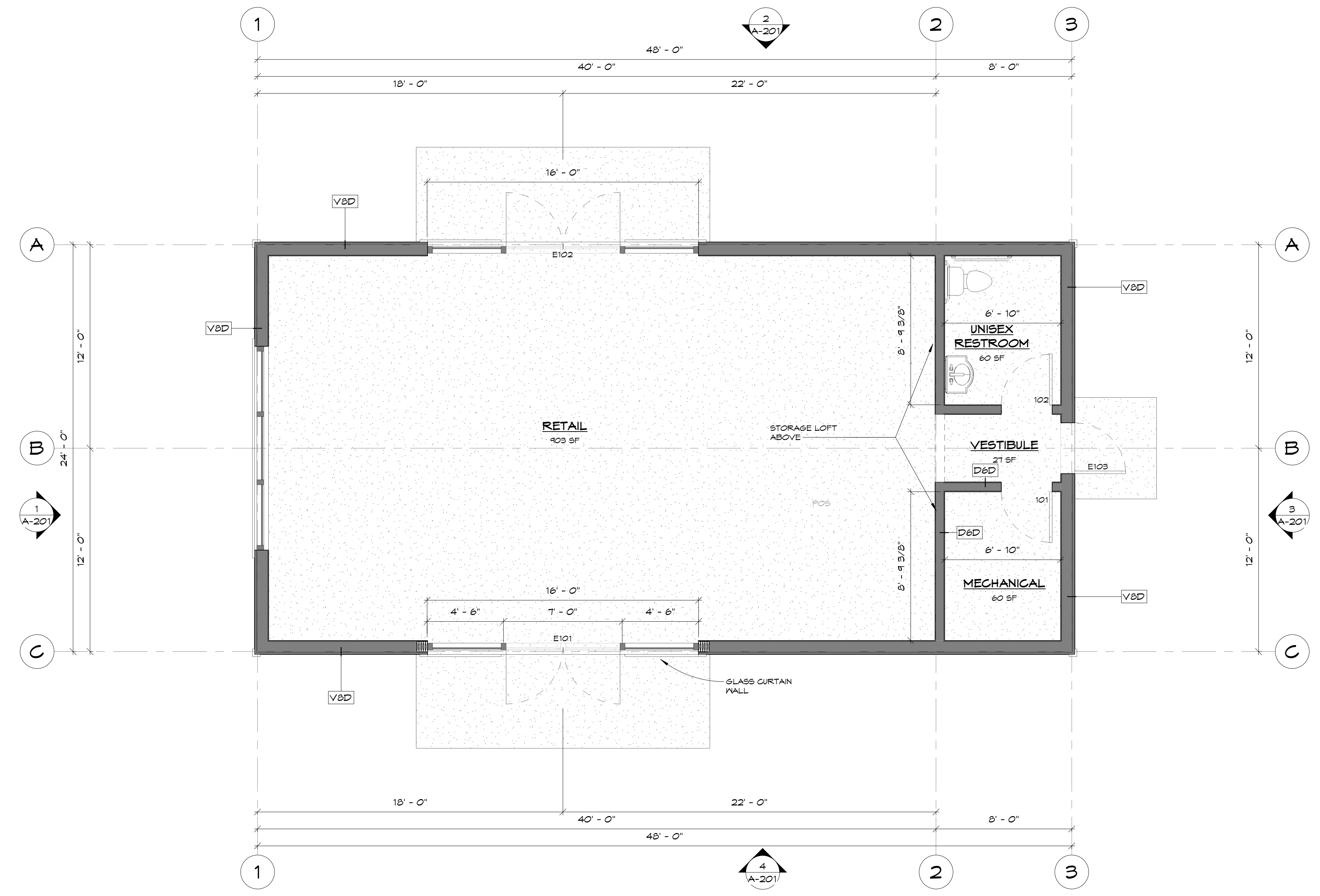
Drawing Index		
No.	Date	Description

LAKE ORION
DDA
STILLWATER
2

FLOOR PLAN

A-101

AREA - CONDITIONED SPACE	
NOTE: CONDITIONED SPACE MEASURED FROM EXTERIOR SURFACES OF EXTERIOR FRAMING & HEAD CLEARANCE ABOVE 48"	
CONDITIONED	960 SF CONDITIONED
RETAIL	142 SF CONDITIONED
SERVICE	1152 SF
GRAND TOTAL	1152 SF



1 First Floor
1/4" = 1'-0"

Room Schedule - Level							
NOTE: ROOM AREA MEASURED FROM INTERIOR OF STUD WALL OR USEABLE SPACE.							
Number	Name	Area	Floor Finish	Wall Finish	Material	Ceiling	Height
GROUND LEVEL							
1	RETAIL	403 SF				G/NB	24' x 24' +/-
2	MECHANICAL	60 SF				G/NB	
3	UNISEX RESTROOM	60 SF					
4	VESTIBULE	21 SF					
		1050 SF					

Window Schedule - Level							
SEE SCHEDULES SHEET FOR WINDOW TYPES AND COMPLETE SCHEDULE							
Mark	Type	Rough Opening Width	Rough Opening Height	Head Height (BTM of HDR)	Sill Height (TOP of SILL)	Operation	Provided By

Door Schedule - Level						
SEE SCHEDULES SHEET FOR DOOR TYPES AND COMPLETE SCHEDULE						
Mark	Type	Width	Height	Operation	Provided By	Comments
GROUND LEVEL						
101	A	3' - 0"	6' - 8"			
102	A	3' - 0"	6' - 8"			
116	QQ	0"	0"			
E101	GG	6' - 0 1/2"	T - 0"			
E102	GG	6' - 0 1/2"	T - 0"			
E103	B	3' - 0"	6' - 8"			

KEYNOTES	

FLOOR PLAN GENERAL NOTES
NOTES APPLY TO SHEET A-101 ONLY.

1. -
2. REFERENCE SHEET A-104 FOR COMPLETE WINDOW & DOOR SCHEDULES.
3. REFERENCE SHEET A-401 FOR WALL TYPES AND DETAILS.

NOT FOR CONSTRUCTION



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DAMASCUS, OR 97089

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Drawing Index

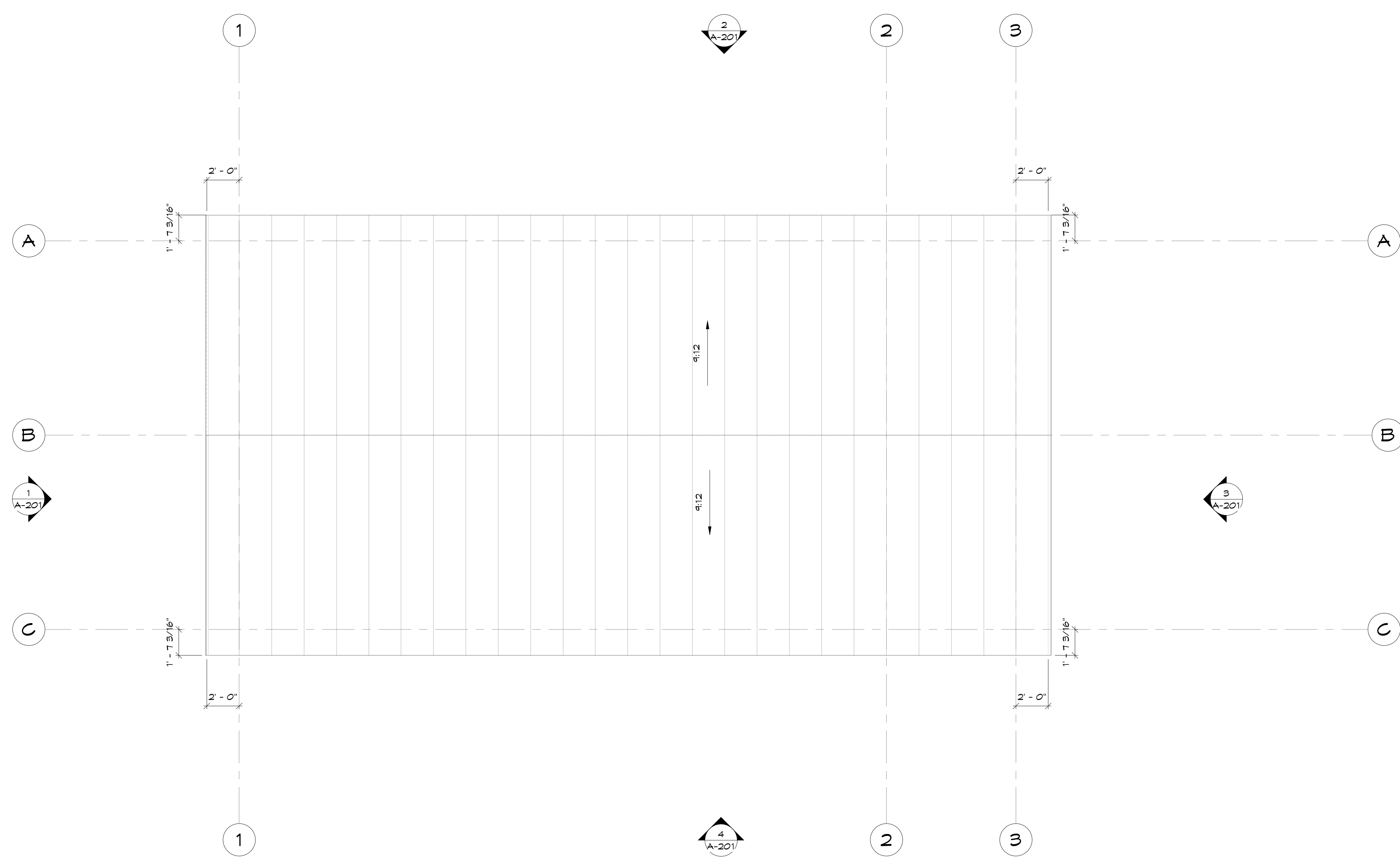
No. Date Description

LAKE ORION
DDA
STILLWATER
2

ROOF PLAN

A-102

KEYNOTES



1 Roof Plan
1/4" = 1'-0"

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Drawing Index

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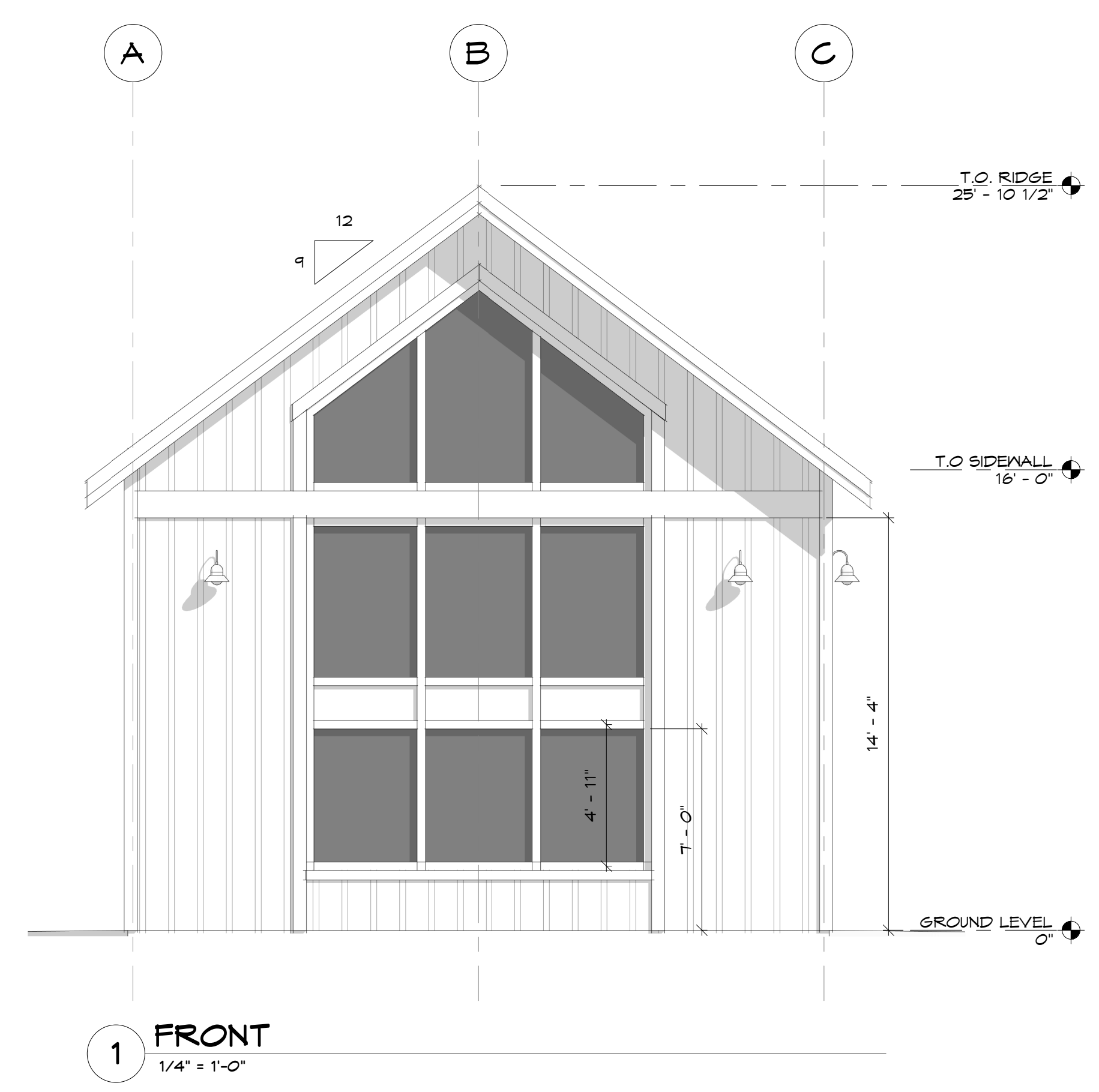
LAKE ORION
DDA
STILLWATER
2

215 SOUTH
BROADWAY
LAKE ORION, MI

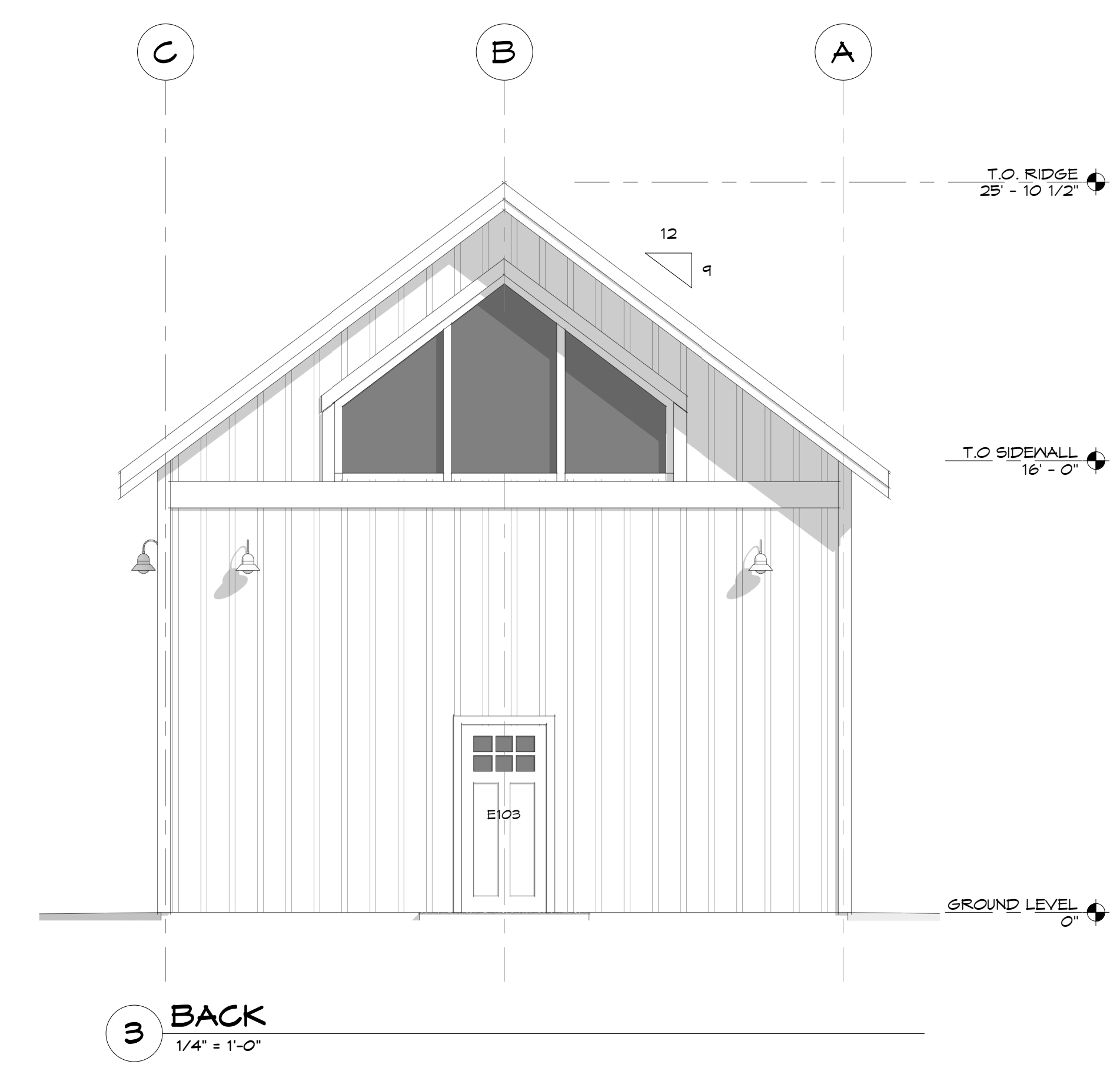
ELEVATIONS

A-201

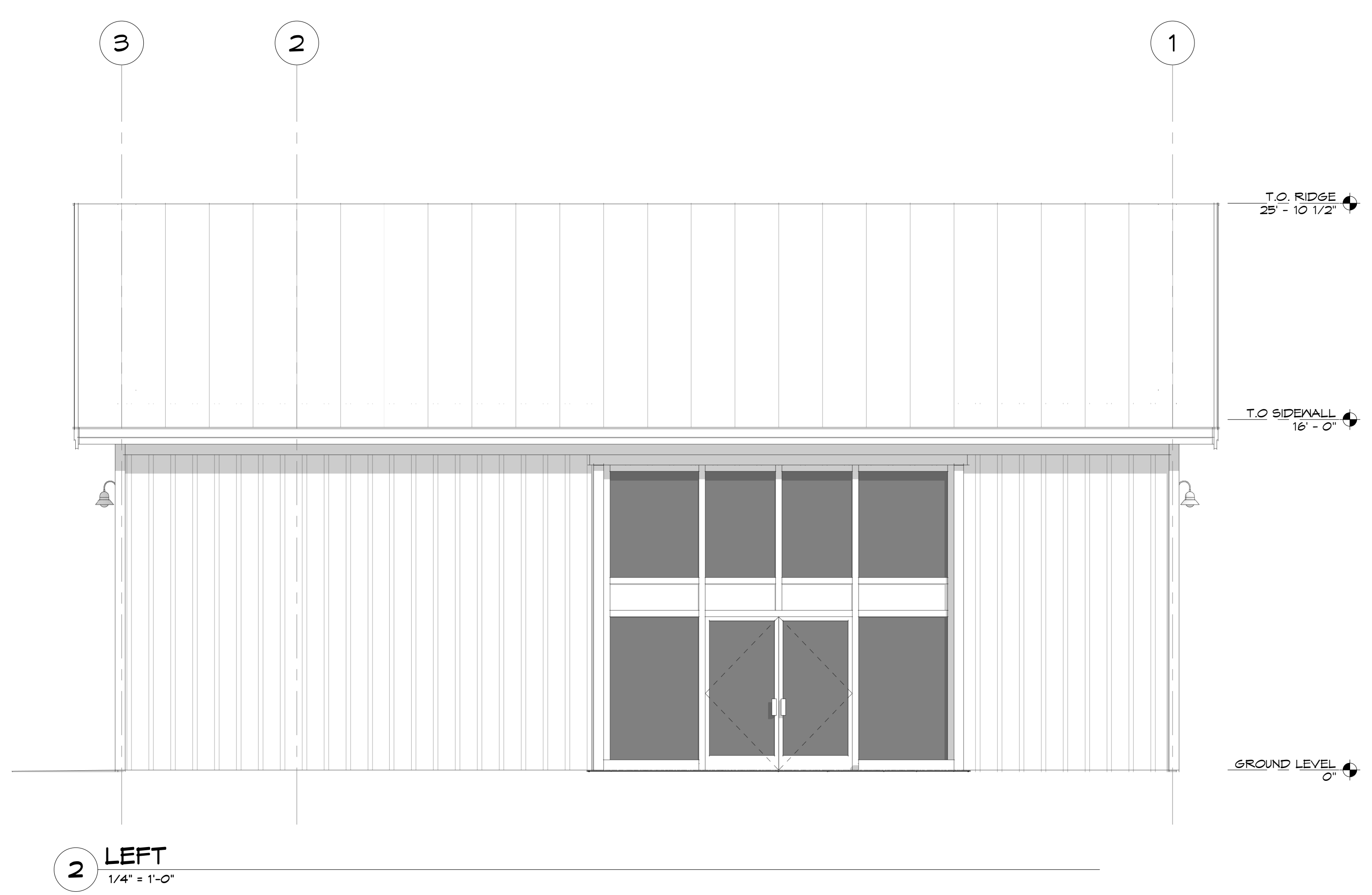
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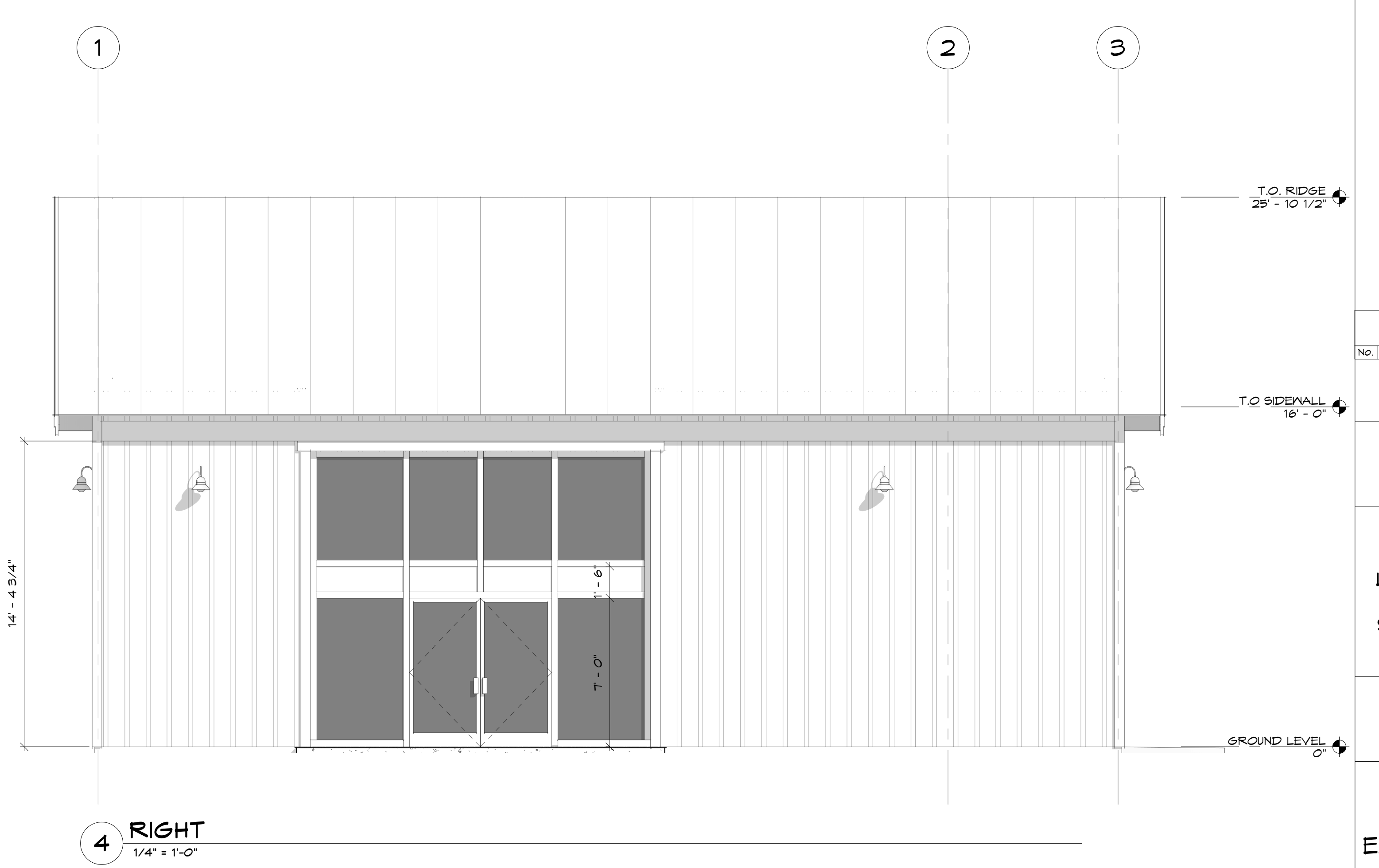
1 FRONT
1/4" = 1'-0"



3 BACK
1/4" = 1'-0"



2 LEFT
1/4" = 1'-0"



4 RIGHT
1/4" = 1'-0"

KEYNOTES

ELEVATION GENERAL NOTES
NOTES APPLY TO SHEET(S) A-201 ONLY.

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Drawing Index		
No.	Date	Description

LAKE ORION
DDA
STILLWATER
1

215 SOUTH
BROADWAY
LAKE ORION, MI

TITLE SHEET
& GENERAL
NOTES

A-001

LAKE ORION DDA STILLWATER 1

215 SOUTH BROADWAY LAKE ORION, MI

GENERAL NOTES

- CONTACT EACH MUNICIPAL, GOVERNMENTAL, OR PRIVATE UTILITY COMPANIES TO DETERMINE THE LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION.
- SCHEDULE AND COORDINATE ALL SHUT DOWNS OF EXISTING UTILITIES WITH THE OWNER IN ADVANCE A MINIMUM OF SEVEN (7) DAYS PRIOR TO SHUT DOWN.
- PROVIDE ALL REQUIRED EROSION CONTROL MEASURES PRIOR TO ANY EXCAVATION.
- A CHEMICAL TOILET IS REQUIRED ON-SITE DURING CONSTRUCTION.
- OTHER WORK MAY BE PERFORMED UNDER A SEPARATE CONTRACT AT THE CLIENT'S PROPERTY. COORDINATE WITH ALL OTHER CONTRACTED TRADES SO AS TO NOT INTERFERE WITH THEIR WORK.
- ALL FASTENERS IN CONTACT WITH PRESERVATIVE TREATED WOOD SHALL BE HOT DIPPED GALVANIZED.
- REFER TO STRUCTURAL DRAWINGS FOR STRUCTURAL REQUIREMENTS, SIZE, SPACING AND LOCATION OF ALL STRUCTURAL MEMBERS.
- STRICTLY FOLLOW ALL MANUFACTURER'S INSTALLATION INSTRUCTIONS WHEN USING OR INSTALLING PRODUCTS.
- ALL DOOR AND WINDOW DIMENSIONS ARE APPROXIMATE. VERIFY MANUFACTURER SPECIFICATIONS FOR EXACT SIZE.
- USE 5/8" TYPE X GYPSUM WALL BOARD THROUGHOUT. PROVIDE WATER RESISTANT GYPSUM WALL BOARD IN RESTROOMS WITH SHOWERS. PROVIDE FRAMING AT 16" O.C. MAX AT CEILINGS WHERE WATER RESISTANT GYPSUM WALL BOARD IS INSTALLED.
- FIRE BLOCKING SHALL BE PROVIDED IN STUD CAVITIES OVER 10' IN HEIGHT.
- CONTACT DESIGNER OR ENGINEER OF RECORD TO CONFIRM DIMENSIONS IF NOT LISTED.

AREA - CONDITIONED SPACE	
NOTE: CONDITIONED SPACE MEASURED FROM EXTERIOR SURFACES OF EXTERIOR FRAMING & HEAD CLEARANCE ABOVE 48"	
CONDITIONED	960 SF CONDITIONED
RETAIL	192 SF CONDITIONED
SERVICE	1152 SF
GRAND TOTAL	1152 SF

SHEET INDEX

- A-001 TITLE SHEET & GENERAL NOTES
- A-002 3D EXTERIOR VIEWS
- A-003 3D INTERIOR VIEWS
- A-101 MAIN LEVEL FLOOR PLAN
- A-102 ROOF PLAN
- A-103 SCHEDULES
- A-201 ELEVATIONS
- A-301 SECTIONS

APPLICABLE CODES

2015	(MICHIGAN RESIDENTIAL CODE)
2021	(MICHIGAN BUILDING CODE)
2021	(MICHIGAN PLUMBING CODE)
2021	(MICHIGAN MECHANICAL CODE)
2023	(MICHIGAN ELECTRICAL CODE)

MATERIALS

	CONCRETE		METAL		RIGID INSULATION
	EARTH		PLYWOOD		WOOD
	GYPSUM WALL BOARD		STONE		
	BATT INSULATION		GRAVEL		

PROJECT DESCRIPTION

EXAMPLE PROJECT DESCRIPTION

REFERENCE SYMBOLS

	LEVEL		SHEARWALL TAG
	LEVEL OR SPOT ELEVATION		SHEARWALL TAG
	DETAIL CALLOUT		WALL TAG
	DETAIL NUMBER		WALL TAG
	SHEET WHERE DETAIL IS DRAWN		PROPERTY LINE
	ELEVATION SECTION & DETAIL CALLOUT		REVISION CLOUD AROUND REVISION
	DETAIL NUMBER		KEYNOTE TAG
	SHEET NUMBER		
	DIRECTION OF VIEW		
	DOOR TAG		
	WINDOW TAG		
	EQUIPMENT TAG		
	SEE EQUIPMENT SCHEDULE ON SHEET A-104		

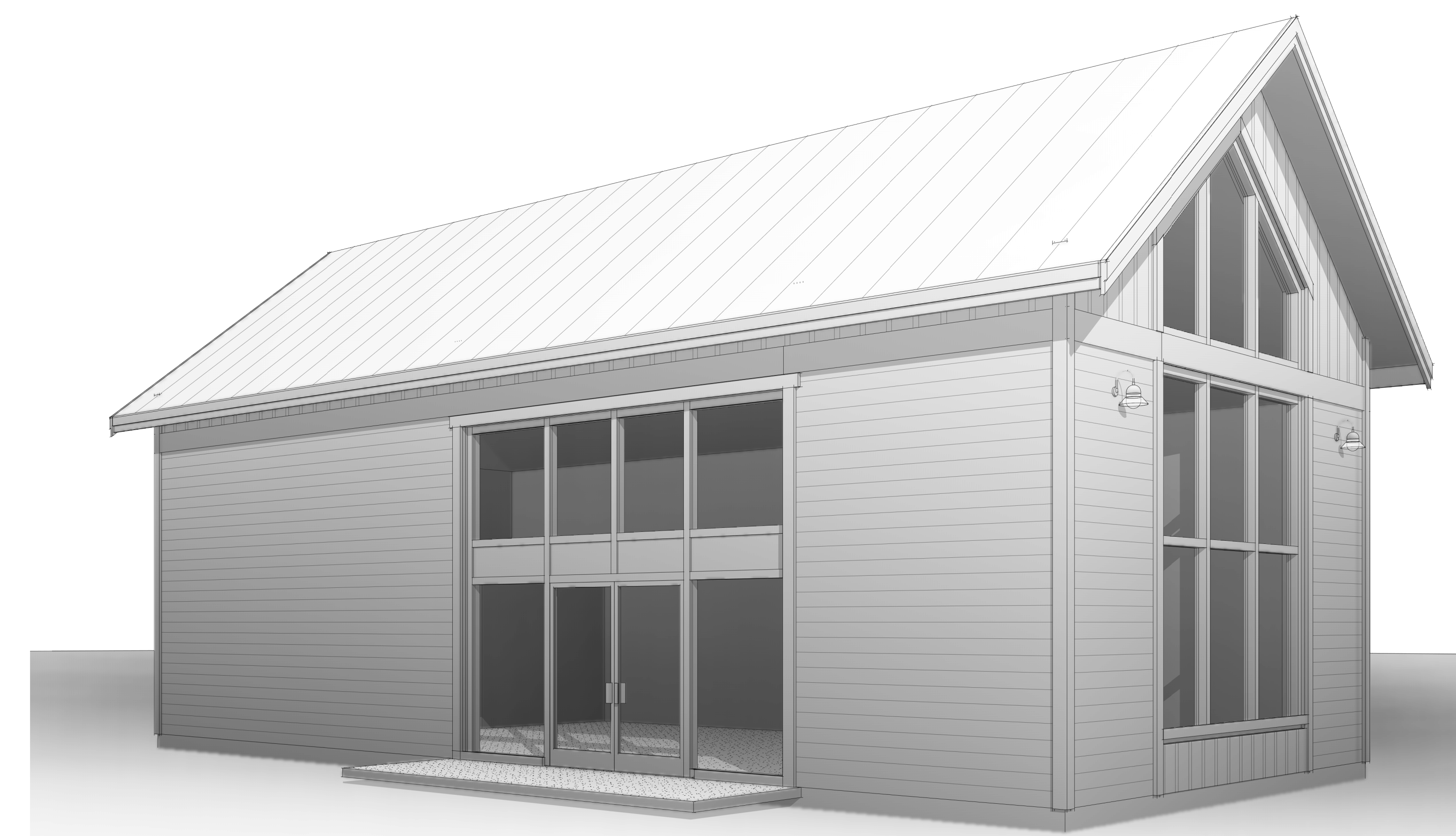
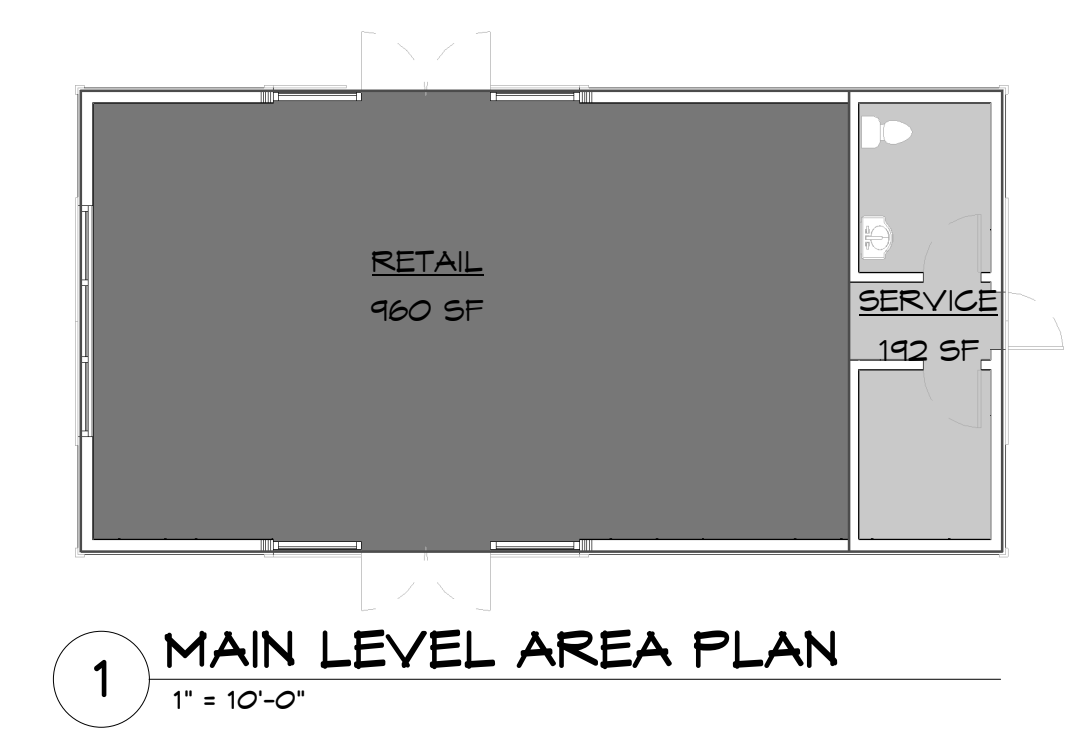
PROJECT DIRECTORY

OWNER
LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY
CONTACT: MATT GIBB
E: GIBB@DOWNTOWNLAKEORION.ORG

CONTRACTOR
REGISTERED DESIGN PROFESSIONAL
CUSHING TERRELL
2140 SW JEFFERSON ST., SUITE 200
PORTLAND, OR 97201
CONTACT: JACOB BAGLIEN, P.E.
503.948.1224
JACOB@BAGLIEN@CUSHINGTERRELL.COM

ABBREVIATIONS

AFF	ABOVE FINISHED FLOOR	FC	FRAMING CLIP	NIC	NOT IN CONTRACT	TEL	TELEPHONE
ADJ	ADJACENT	FRP	FIBER REINFORCED PLASTIC	NTS	NOT TO SCALE	TV	TELEVISION
AGG	AGGREGATE	FLL	FINISHED FLOOR LINE	OC	ON CENTER (S)	TEMP	TEMPERED GLAZING
A/C	AIR CONDITIONING	FE	FIRE EXTINGUISHER	OD	OUTSIDE DIAMETER	THK	THICK (NESS)
ALT	ALTERNATE	FD	FLOOR DRAIN	OV	OVEN	TFD	TOILET PAPER DISPENSER
ALUM	ALUMINUM	FTG	FOOTING			T&G	TONGUE AND GROOVE
AB	ANCHOR BOLT	FND	FOUNDATION	FEN	PENETRATION	T.O.	TOP OF
ABV	ABOVE			FT	PRESSURE TREATED	TP	TOYEL BAR
ARCH.	ARCHITECT (-JRAL)	SA	GAUGE	FTD	PAPER TOYEL DISPENSER	TYP	TYPICAL
ASPH	ASPHALT	GALV	GALVANIZED	FLAM	PLASTIC LAMINATE	UNO	UNLESS NOTED OTHERWISE
BLK	BLOCK	GB	GRAB BAR	FL	PLATE, PROPERTY LINE	VPB	VAPOR BARRIER
BLKG	BLOCKING	GLB	GULLY/RAIN BEAM	FLYWD	PLYWOOD	VF	VERIFY IN FIELD
BD	BOARD	GSN	GENERAL STRUCTURAL NOTES	PVC	POLYVINYL CHLORIDE	VERT	VERTICAL
BLDG	BUILDING	GWB	GYPSUM WALL BOARD	PSF	POUNDS PER SQUARE FOOT	VB	VINYL BASE
		HND	HARDWOOD	PSI	POUNDS PER SQUARE INCH	VCT	VINYL COMPOSITION TILE
CAB.	CABINET	HVAC	HEATING/VENTILATING/A/C	QT	QUARRY TILE	VF	VINYL FABRIC
CPT	CARPET (ED)	HSS	HOLLOW STRUCTURAL STEEL			VT	VINYL TILE
CLS	CEILING	HB	HOSE BIBB	RCA	RAISED CENTER AISLE	VNC	VINYL WALL COVERING
CL	CENTERLINE	ID	INSIDE DIAMETER	REF	REFRIGERATOR	WC	WATER CLOSET
CO	CLEANOUT	INSUL	INSULATE (D), (IG)	REINF	REINFORCE (D), (NS)	WRB	WATER RESISTANT BARRIER
COL	COLUMN	INT	INTERIOR INVERT	REQD	REQUIRED	WH	WATER HEATER
CONC	CONCRETE	KIT.	KITCHEN	ROM	RIGHT OF WAY	WP	WATERPROOFING
CMU	CONCRETE MASONRY UNIT	LAB	LABORATORY	RM	ROOM	WRF	WELDED WIRE FABRIC
CJ	CONTROL JOINT	LAM.	LAMINATE (D)	RBT	RUBBER BASE	W	W
CONT	CONTINUOUS OR CONTINUE	LAV	LAVATORY	SCH	SCHEDULE	W/D	WINDOW
CF	CUBIC FOOT	LH	LEFT HAND	SEC	SEALER (CONCRETE SEALER)	W/O	WITHOUT
CY	CUBIC YARD	LF	LINEAR FEET	SECT	SECTION	WB	WOOD BASE
		LVL	LAMINATED VENEER LUMBER	SHT	SHEET	WD	WOOD
DEMO	DEMOLISH	LSL	LAMINATED STRAND LUMBER	SHT	SHEET VINYL	WP	WORKING POINT
DET	DETAIL	MH	MANHOLE	SM	SIMILAR		
DN	DIAMETER	MFR	MANUFACTURE (ER)	SPEC.	SPECIFICATION (S)		
DN	DOWN	MAT.	MATERIAL (S)	SF	SQUARE FEET		
DS	DOYNSPOUT	MAX.	MAXIMUM	SQ	SQUARE		
DN	DISHWASHER	MECH	MECHANICAL (-LY)	SS	STAINLESS STEEL		
ELEC	ELECTRIC (AL)	MTL	METAL	STD	STANDARD		
EQ	EQUAL	MM	MILLIMETER (S)	STL	STEEL		
EQUIP	EQUIPMENT	MIN.	MINIMUM	SD	STORM DRAIN		
EN	EDGE NAIL	MISC	MISCELLANEOUS	SUSP	SUSPENDED		
EX	EXISTING			SN	SHEAR WALL		
				SIN	STEP IN WALL		



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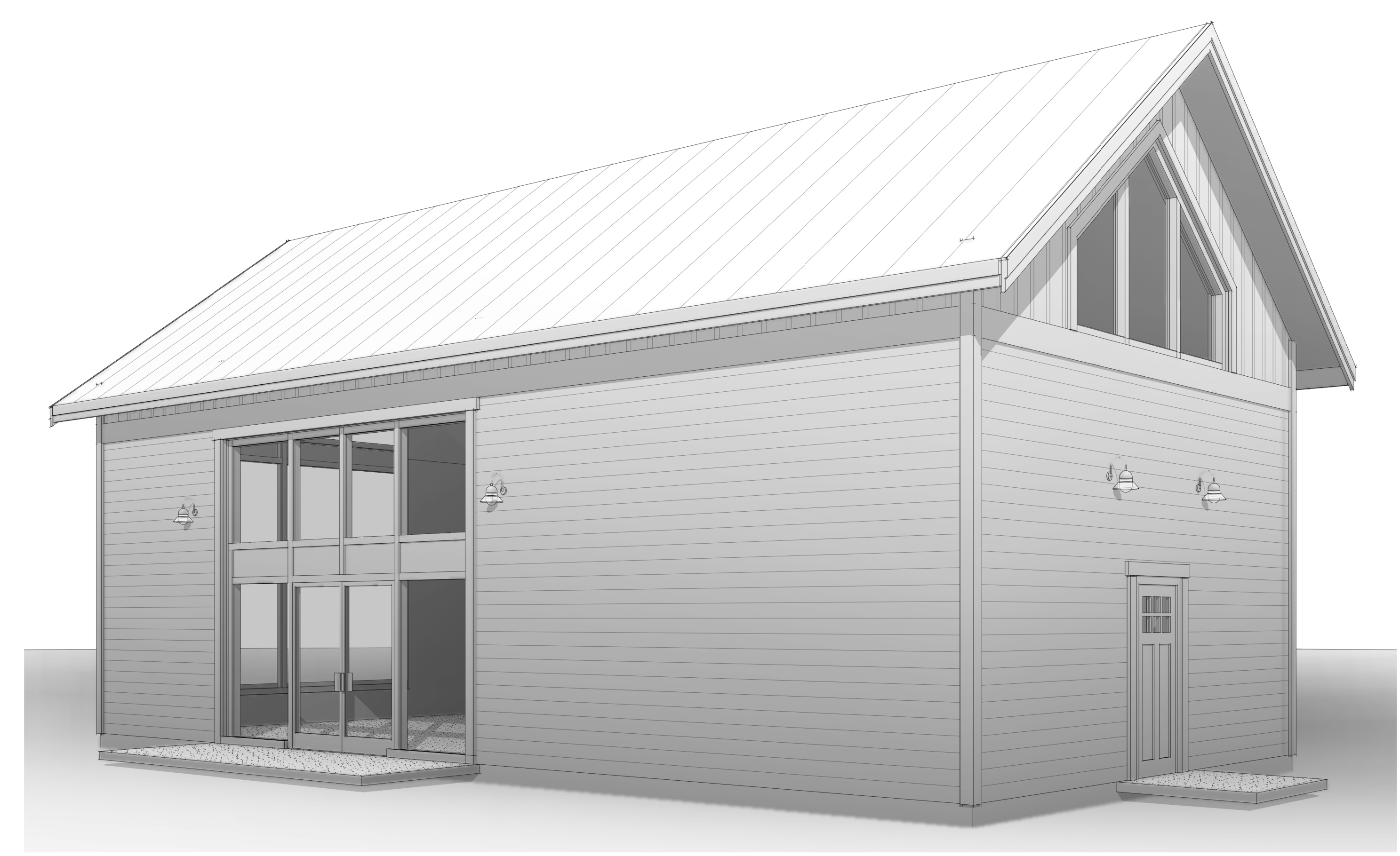


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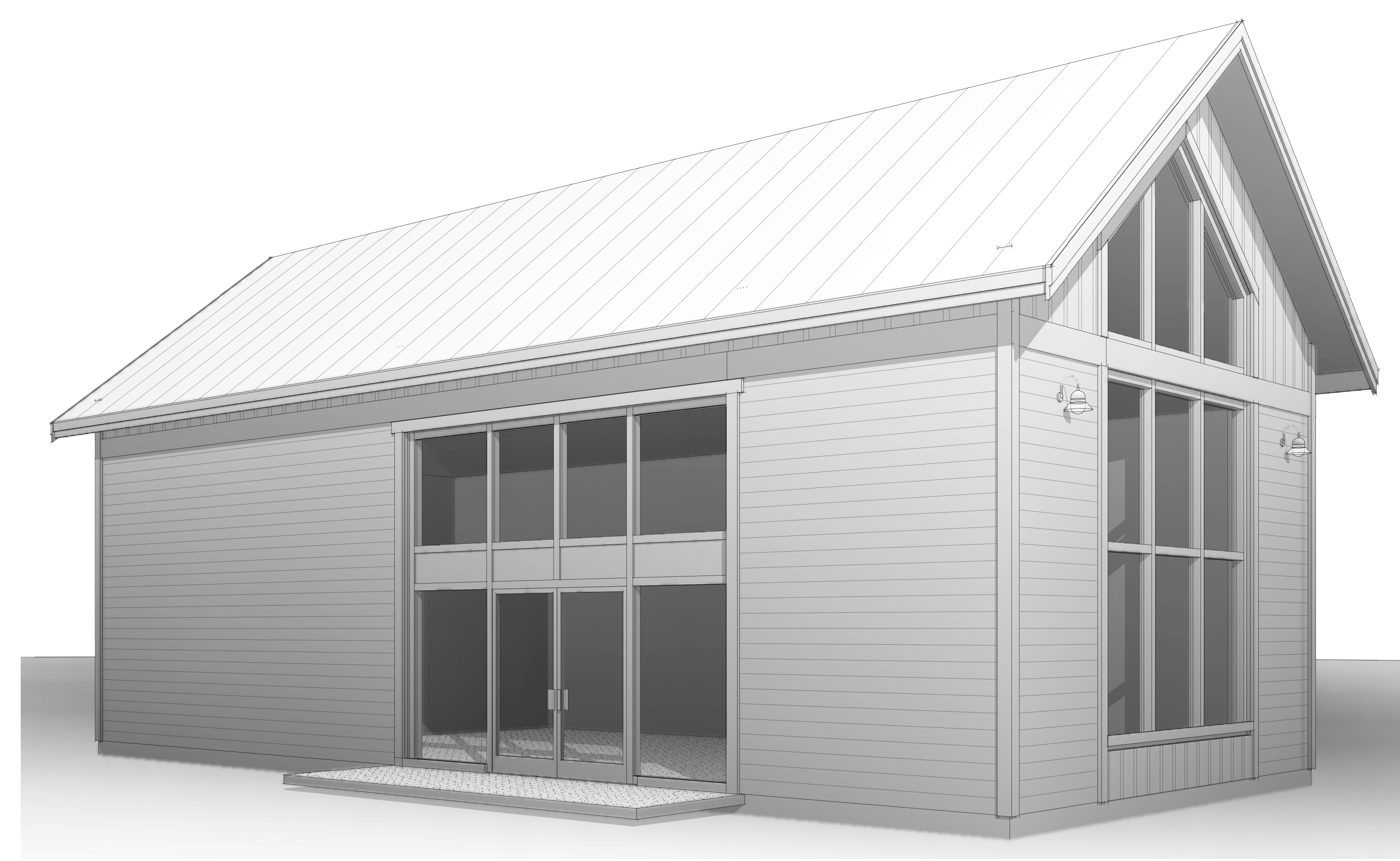
1 3D EXTERIOR VIEW A



2 3D EXTERIOR VIEW B



3 3D EXTERIOR VIEW C



4 3D EXTERIOR VIEW D

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Drawing Index

No. Date Description

LAKE ORION
DDA
STILLWATER
1

215 SOUTH
BROADWAY
LAKE ORION, MI

3D
EXTERIOR
VIEWS

A-002

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1 3D INTERIOR VIEW 1



2 3D INTERIOR VIEW 2



3 3D INTERIOR VIEW 3



4 3D INTERIOR VIEW 4

Drawing Index

No. Date Description

LAKE ORION
DDA
STILLWATER
1

215 SOUTH
BROADWAY
LAKE ORION, MI

3D INTERIOR
VIEWS

A-003

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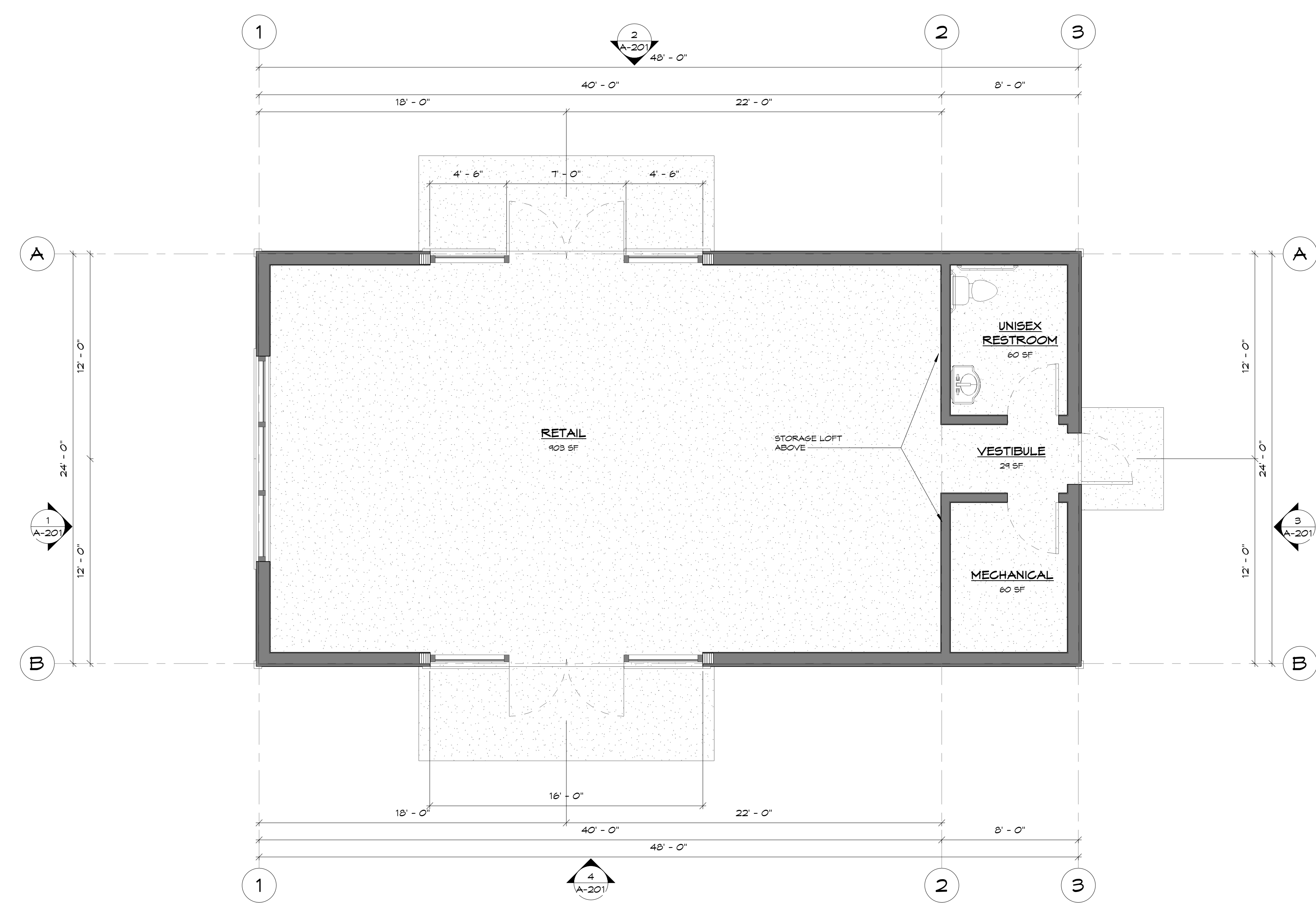
LAKE ORION
DDA
STILLWATER
1

215 SOUTH
BROADWAY
LAKE ORION, MI

MAIN LEVEL
FLOOR PLAN

A-101

AREA - CONDITIONED SPACE	
NOTE: CONDITIONED SPACE MEASURED FROM EXTERIOR SURFACES OF EXTERIOR FRAMING & HEAD CLEARANCE ABOVE 48"	
CONDITIONED	
RETAIL	903 SF CONDITIONED
SERVICE	192 SF CONDITIONED
GRAND TOTAL	1095 SF



1 MAIN LEVEL
1/4" = 1'-0"

Room Schedule - Level							
NOTE: ROOM AREA MEASURED FROM INTERIOR OF STUD WALL OR USEABLE SPACE.							
Number	Name	Area	Floor Finish	Wall Finish	Material	Ceiling	Height
GROUND LEVEL							
1	RETAIL	903 SF				G/NB	24' x 24' +/-
5	MECHANICAL	60 SF				G/NB	
6	PATIO	Not Enclosed				G/NB	
104	UNISEX RESTROOM	60 SF					
105	VESTIBULE	24 SF					
		1092 SF					

Window Schedule - Level									
SEE SCHEDULES SHEET FOR WINDOW TYPES AND COMPLETE SCHEDULE									
Mark	Type	Rough Opening Width	Rough Opening Height	Head Height (BTM of HDR)	Sill Height (TOP of SILL)	Operation	Provided By	Comments	
GROUND LEVEL									

Door Schedule - Level							
SEE SCHEDULES SHEET FOR DOOR TYPES AND COMPLETE SCHEDULE							
Mark	Type	Width	Height	Operation	Provided By	Comments	
GROUND LEVEL							
106	A	3'-0"	6'-8"				
108	C	3'-0"	6'-8"				
109	E	6'-8 1/2"	T - 0"				
110	A	3'-0"	6'-8"				
111	E	6'-8 1/2"	T - 0"				

KEYNOTES	

FLOOR PLAN GENERAL NOTES
 NOTES APPLY TO SHEET(S) X-XXX, X-XXX, AND X-XXX ONLY.
 1. -
 2. REFERENCE SHEET A-104 FOR COMPLETE WINDOW & DOOR SCHEDULES.
 3. REFERENCE SHEET A-401 FOR WALL TYPES AND DETAILS.

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Drawing Index

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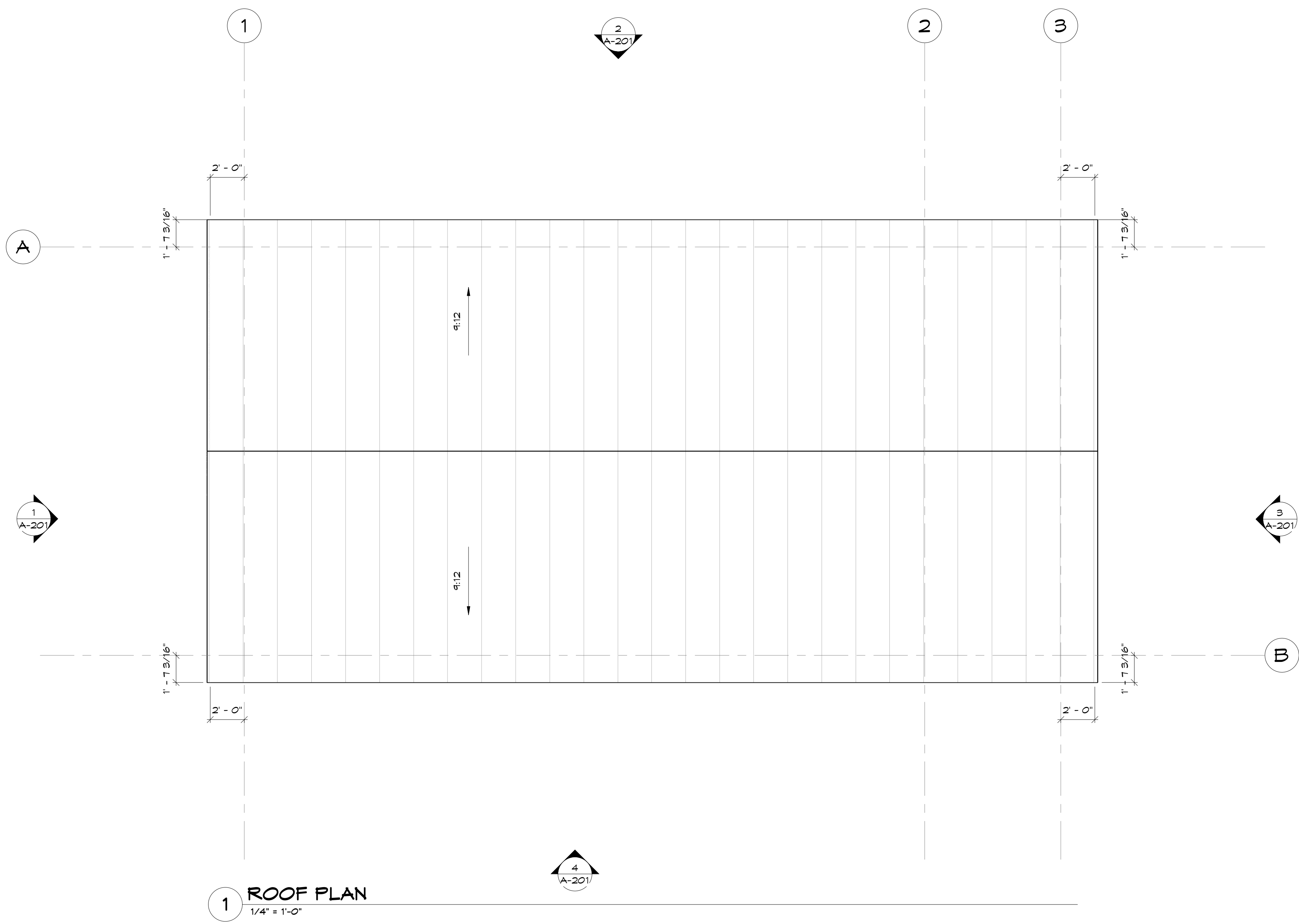
LAKE ORION
DDA
STILLWATER
1

215 SOUTH
BROADWAY
LAKE ORION, MI

ROOF PLAN

A-102

KEYNOTES



1 ROOF PLAN
1/4" = 1'-0"

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Drawing Index

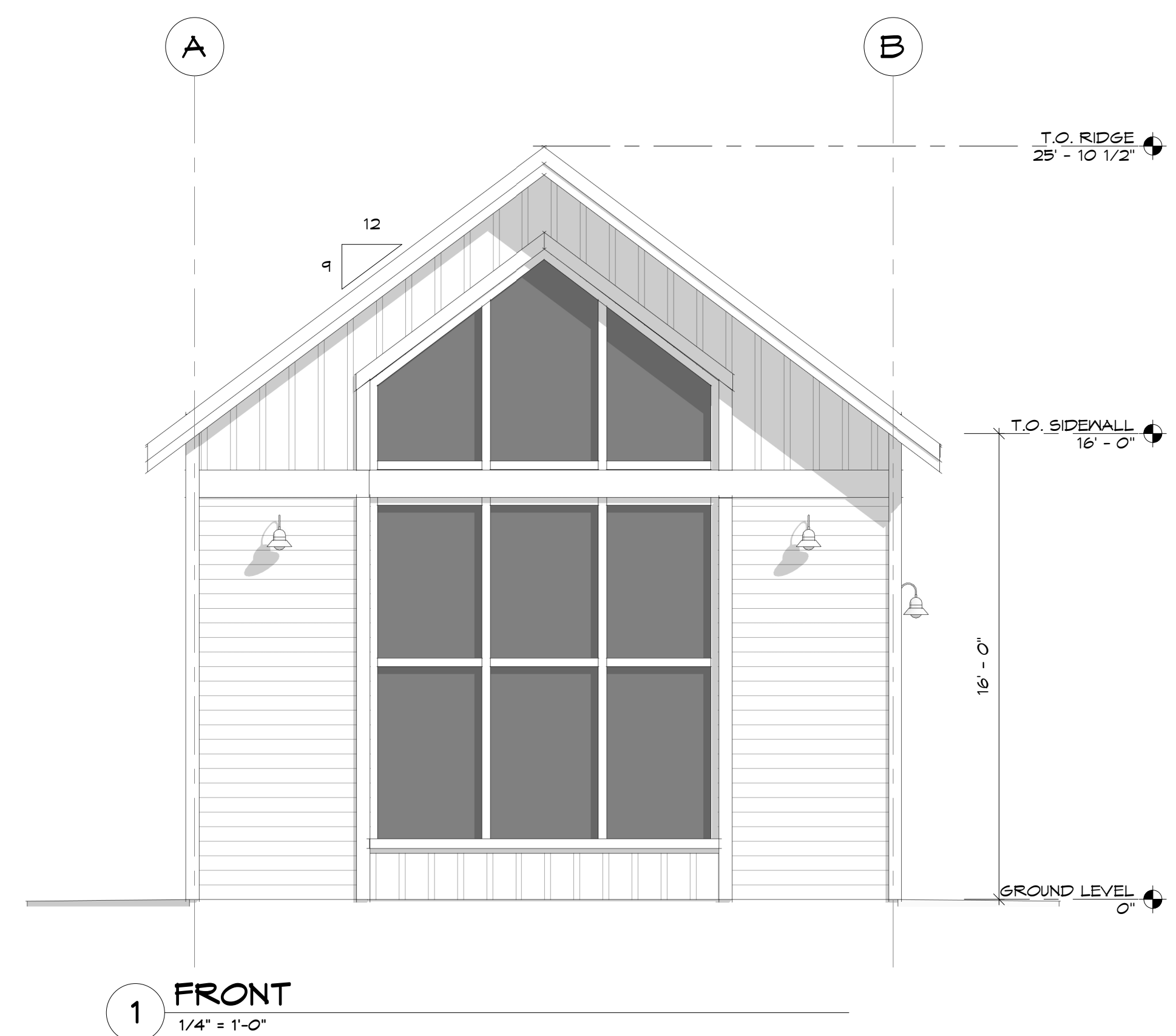
No.	Date	Description

LAKE ORION
DDA
STILLWATER
1

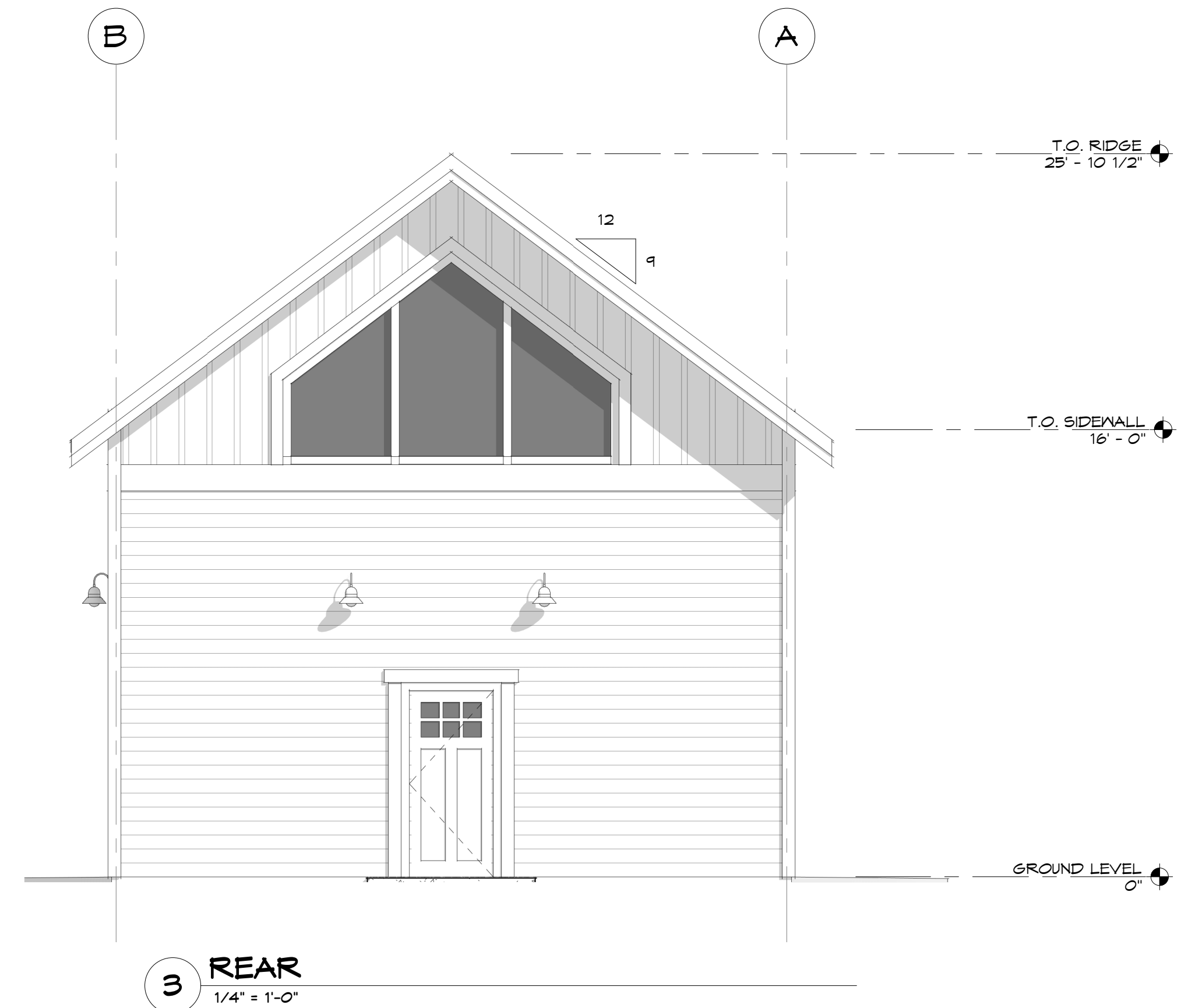
215 SOUTH
BROADWAY
LAKE ORION, MI

ELEVATIONS

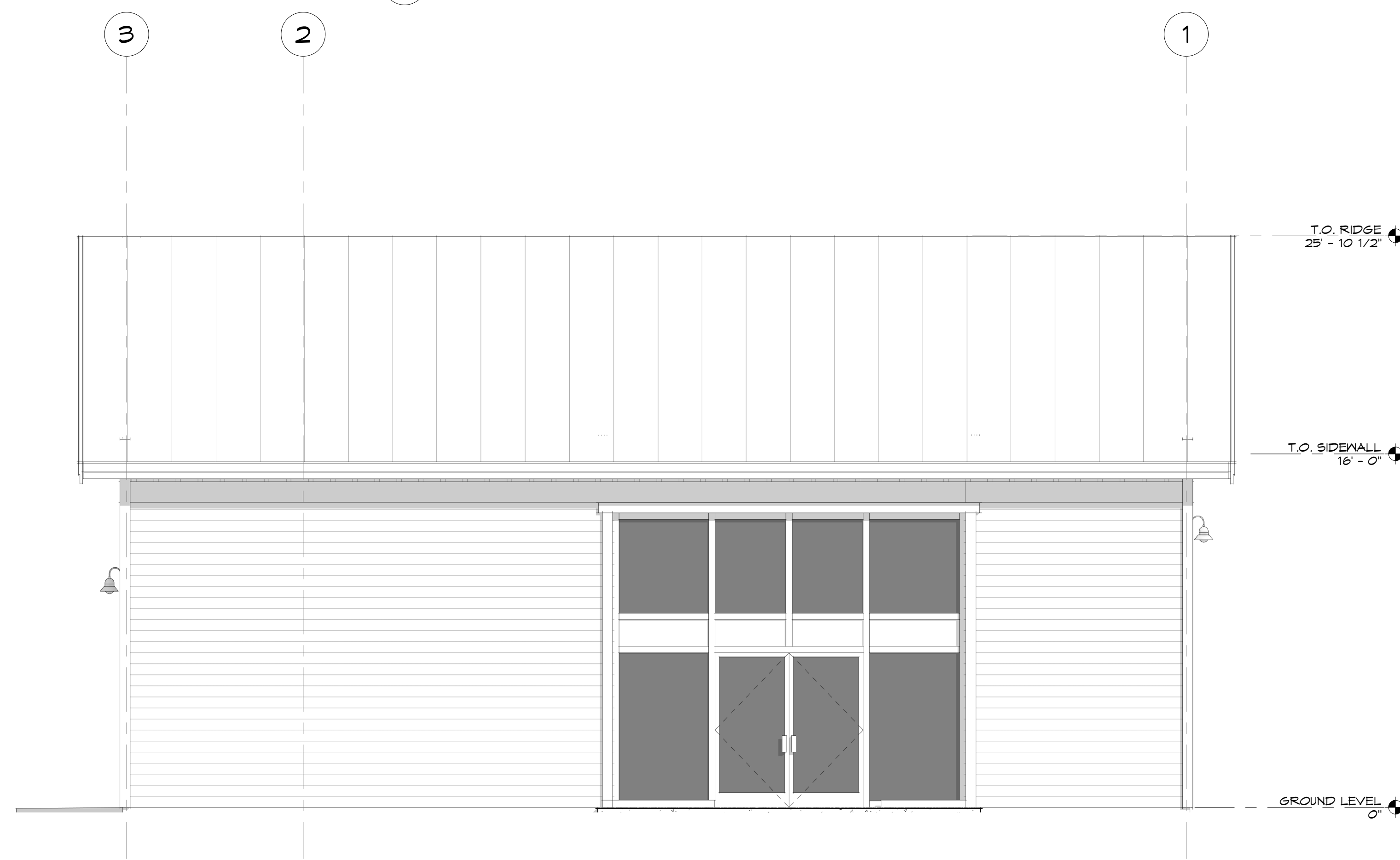
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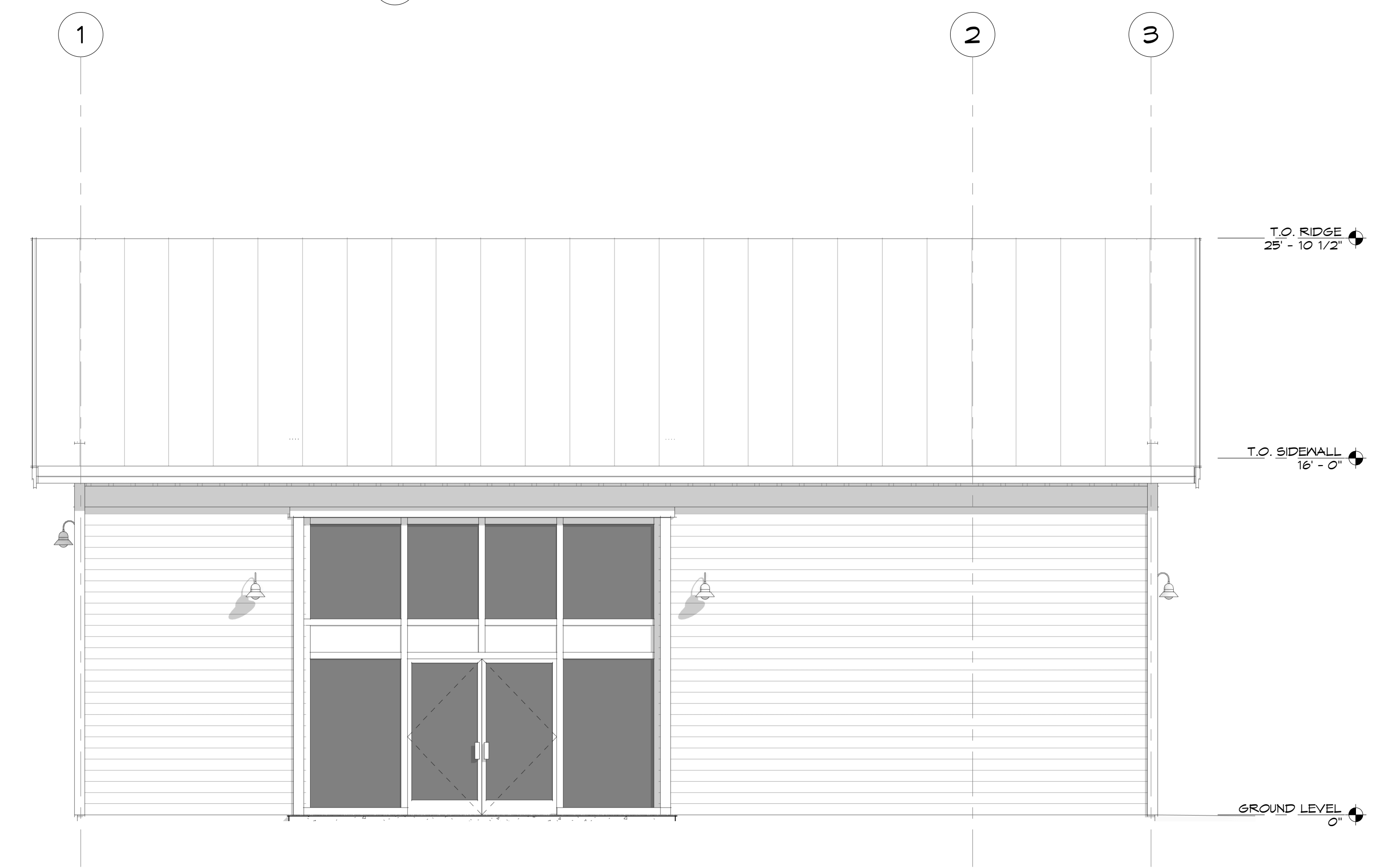
1 FRONT
1/4" = 1'-0"



3 REAR
1/4" = 1'-0"



2 LEFT
1/4" = 1'-0"



4 RIGHT
1/4" = 1'-0"

KEYNOTES

ELEVATION GENERAL NOTES
NOTES APPLY TO SHEET(S) A-201 ONLY.



DDA ACTION SUMMARY SHEET

MEETING DATE: October 20, 2025

TOPIC Resolution - Lumber Yard Project Authorization

BACKGROUND BRIEF:

We are taking advantage of the delays in plan preparation to get the operational aspects of the project in order. The filing of the managing non profit is a great step. We should now pass this resolution to allow my office to begin preparing all applications and requests for the village and township to be through the entity as the owners authorized representative This is how a private development would work, and as that’s what the village is asking we can move in that direction to our benefit.

As to the Resolution; this resolution is necessary to streamline delivery of the Lumber Yard at Paint Creek project by formally designating the nonprofit operator as the DDA’s authorized applicant for all zoning, permitting, and plan approvals. Centralizing application, signature, and hearing authority with a single team reduces administrative delays, ensures consistent messaging and technical coordination across departments (planning, building, fire, utilities, county/state agencies), and allows the operator to retain consultants, pay fees, and submit time-sensitive materials without returning to the Board for routine actions. The resolution does not predetermine outcomes or waive any regulatory discretion; it simply enables efficient, accountable processing of required approvals while keeping the DDA informed and the project on schedule.

FINANCIAL IMPACT:

None, at this time

RECOMMENDED MOTION

Move to adopt the Resolution as presented

RESOLUTION

***A RESOLUTION OF THE BOARD OF THE LAKE ORION DOWNTOWN
DEVELOPMENT AUTHORITY***

**AUTHORIZING LUMBER YARD AT PAINT CREEK PUBLIC MARKET, INC. TO
PREPARE, SIGN, AND SUBMIT APPLICATIONS AND MATERIALS FOR ALL
ZONING, ORDINANCE, PERMITTING, AND PLAN APPROVALS RELATED TO THE
LUMBER YARD AT PAINT CREEK PROJECT**

WHEREAS, the Lake Orion Downtown Development Authority (the “DDA”) is the owner of the property commonly known as 215 S Broadway St Lake Orion MI 48362 where it intends to develop a public/private space known as the Lumber Yard at Paint Creek (the “Site”) ; and

WHEREAS, the DDA has identified the Site as a priority redevelopment and placemaking opportunity to host a year-round public market and related programming that advance local entrepreneurship, food access, and community activation; and

WHEREAS, Lumber Yard at Paint Creek Public Market, Inc., a Michigan nonprofit corporation (the “Operator”), has been formed to develop, operate, and steward the public market consistent with charitable and educational purposes under Section 501(c)(3) of the Internal Revenue Code; and

WHEREAS, in order to advance the project, applications and submissions must be made to the Village/Township and other agencies for zoning and land-use approvals, building and right-of-way permits, licenses, utility connections, environmental reviews, and other plan approvals (collectively, the “Approvals”); and

WHEREAS, the DDA desires to formally designate and authorize the Operator and its representatives to prepare, sign, and submit such applications and to appear before the relevant boards, commissions, and agencies with respect to the Approvals for the Site.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE DOWNTOWN
DEVELOPMENT AUTHORITY:**

Section 1 The DDA hereby designates Lumber Yard at Paint Creek Public Market, Inc. (the “Operator”) as an authorized project applicant for the Site and authorizes the Operator to prepare, sign, and submit, on behalf of the DDA as owner/sponsor or in coordination with the DDA and property owner(s), all applications, forms, plans, drawings, studies, affidavits, and correspondence necessary or desirable to obtain the Approvals, including without limitation: pre-application conferences; zoning text/ map amendments; planned unit development (PUD) or overlay approvals; special/conditional land uses; site plan review; variances/appeals to the Zoning Board of Appeals; building, mechanical, electrical, and plumbing permits; sign and right-of-way permits; utility connection permits; soil

erosion/sedimentation permits; environmental clearances; and any related approvals and renewals.

Section 2 Matthew Gibb is designated as the Operator’s “Authorized Representative” for the limited purpose of acting under this Resolution and may sign and submit applications, make statements, and appear at hearings. The DDA Chair or DDA Executive Director is authorized to countersign letters of authorization requested by permitting agencies.

Section 3 This authorization is administrative in nature and does not bind the Village/Township, the DDA, or any reviewing body to approve any application. All Approvals remain subject to applicable ordinances, engineering standards, building and fire codes, and independent review and action by the appropriate boards and officials.

Section 4 The Operator shall coordinate and the DDA shall pay application and review fees, retain design and technical consultants, and coordinate submittals with Village/Township staff, utility providers, road agencies, and other authorities having jurisdiction by and through the DDA Executive Director.

Section 5 To the extent permitted by law, the Operator shall indemnify, defend, and hold harmless the DDA and their officials, employees, and agents, from claims arising out of the Operator’s preparation and submission of applications under this Resolution, except to the extent caused by the negligence or willful misconduct of the indemnitees.

Section 6 This Resolution takes effect upon adoption and remains in effect until the earliest of written revocation by the DDA Board or two (2) years from adoption, unless extended by further DDA action.

Section 7 All acts of the Operator and its Authorized Representatives consistent with this Resolution and taken before its adoption are hereby ratified and confirmed. If any provision of this Resolution is held invalid, the remainder shall not be affected, and to this end the provisions are severable.

Adopted by the DDA Board on October 20, 2025.

Debbie Burgess, Chair, Downtown Development Authority

ATTEST:

Hank Lorant, Secretary, Downtown Development Authority

CERTIFICATION

I, the undersigned, the duly elected and acting Secretary of the Downtown Development Authority, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a meeting of the Authority held in compliance with the Open Meetings Act, with a quorum present and acting throughout.

Hank Lorant, Secretary

Date: _____

EXHIBIT A – PROJECT IDENTIFICATION

Attach a location map, sketch, or legal description.



DDA ACTION SUMMARY SHEET

MEETING DATE: October 21, 2025

TOPIC Assistant Director's Report

Assistant Director's Report

RECOMMENDED MOTION:

To Receive and File the Assistant Director's Report

MEMORANDUM

Janet Bloom – Assistant Director

October 21, 2025



Completed Events/Activities:

Sept. 19 – Outdoor Movie Night for Kids, 6 – 9:30 pm – Inside Out 2. Children’s Park was packed with families enjoying free popcorn, kids crafts, kids chalk contest, selfie station, and more.

Sept. 20 – Zombie Walk & Poker Run. A lighted parade fundraiser managed by Ed’s Costume & Gifts. We support marketing the event via our web and social media to encourage people to participate and enjoy downtown.

Sept. 25-27 – America in Bloom. We had volunteers step up and conduct tours of our fall decorated downtown on Friday, Sept. 26, for representatives in urban planning, volunteers, municipal leaders, and those interested in keeping downtowns looking beautiful. Thank you to the Orion Township AIB planning team for including us as a destination to explore. We received wonderful compliments on our community and the friendliness of our volunteers and merchants. Thank you for all involved for making it a wonderful way to highlight Downtown Lake Orion.

Sept. 27 – Michigan Downtown Day. A statewide effort to encourage people to support their downtown. Our merchants held Sidewalk Sales to entice extra activity in our downtown.

Oct. 4-5 – Here Lies Lake Orion Cemetery Tour (4pm/5pm/6pm). In partnership with Orion Historical Society, a ticketed tour of four families in Evergreen Cemetery. A detailed dive into the history and photos of those who shaped the Orion area. Over 60 tickets sold.

Halloween Extravaganza – Oct. 15, 5 – 8 pm. Trick-or-Treaters filled the streets, parade, and Children’s Park gathering treats, doing kid crafts, and enjoying cider and donuts to spooky music. Thank you to the over 40 businesses who welcomed patrons at their store and to those who set up within Children’s Park. Also, thank you to the volunteers who helped make it a success.

Upcoming Events:

Oct. 24 – Witches Night – 5 – 10pm. A wickedly good time of shopping, deals, music, photo opps, magical activities, themed food and beverages, and raffles and prizes. The trolley will roll between both Downtown Lake Orion and Oxford. See attached flyer for map and activities.

Oct. 1 – 31 - Storybook Stroll – Partnership with Orion Township Public Library. Around 13 businesses are hosting this month’s children’s book pages.

DIA Inside | Out Art Installation – the art installation will be removed by DIA on November 3. We encourage everyone to get out and see each piece before removal. Also, to show support of selecting Downtown Lake Orion as a recipient of the project this year, please plan to visit the Detroit Institute of Arts. Watch video posted on our socials doing install in Downtown Lake Orion – over 1,000 views.

Nov. 20 – Sing & Stroll Tree Lighting Ceremony, 5-7 pm

Nov. 29 – Shop Small along with Horse and Carriage Rides, 10 am – 2 pm

Dec. 6 – Orion Lighted Parade (Orion Area Parade Group), 6 pm

Dec. 13 – Polar Express Trolley Experience

Project Status:

1) SeeMyLegacy Sponsorship/Donation/Memorial Portal: Assets/Benefits are being added to launch in Nov.

Social Media Stats

Downtown Lake Orion Facebook:

Followers: 11, 018 (added 85)

Estimated Reach: Previous: 16,000; Current: 40,200 (# of people who saw content at least once)

Engagement: Previous: 5,300; Current: 595 (reactions, comments, shares, or clicks on our posts)

Views: Previous: 131,454; Current: 91,700 (# of times our content was played or displayed.

Includes reels, videos, posts, stories, and ads.)

Downtown Lake Orion Business Group on Facebook:

141 members (down 1)

Instagram:

4,374 (added 75); Views: current 23.2K, previous 17.6K

X (formerly Twitter):
1,542(added 1)

E-Newsletters

Via SnapRetail!: 6 e-newsletters created (Business/Consumer)

Grants:

Genisys Credit Union grant “Spirit of Main Street” four Downtown Lake Orion businesses applied for this grant. Only five grants were awarded throughout Oakland County. This includes businesses outside of Main Street communities since the grant was opened up to allow other businesses to apply. We are fortunate to note that two of our businesses won awards through this matching grant: Boutique Chic and Lake Orion Bike & Adventure Co. A “big check” with Genisys Credit Union will be scheduled soon.

Add to Your Calendar:

Downtown LDown: Monday, October 27, 4:00-5:30 pm. Location is Sick Town Hall. These are held the 4th Monday of the month.

Respectfully Submitted,
Janet Bloom
bloom@downtownlakeorion.org
cell (248) 320-7599

2025 Witches Night Downtown Lake Orion



P **Parking**

 **CHECK IN AT COOKIES & CREAM! START HERE!**
Free gift for first 200 witches!

 **Witches Night Stops**

 **Photo Booth & Selfie Stations**

Downtown Lake Orion Witches Night Stops

- Food & Drink:**
- 1) Abeantogo (6pm)
 - 2) Bitter Tom's
 - 3) Irish Tavern
 - 4) Lucky's Natural Foods
 - 5) O Cigar Bar
 - 6) Sick Town Hall
 - 7) Wine Social
- Shopping:**
- A) Amazing Petals Florist & Gifts
 - B) Boutique Chic
 - C) Ed's Broadway Gifts & Costumes
 - D) Epique Realty
 - E) Green Hippo Gifts
 - F) Lake Orion Bike & Adventure Co.
 - G) Messy Designs
 - H) Roses of Silverbell



COVEN GATHERING
Come hang out with fellow witches around flaming fire pits and patio heaters!
Music runs 5- 10 pm.
(Located at Cookies & Cream)

See the back for all the magical happenings and deals!

Downtown Lake Orion Witches Night Deals and Activities

SHOPPING:

- A) Amazing Petals Florist & Gifts - Glitter Facepaint *
- B) Boutique Chic - Pick Your Discount Pumpkin Patch *
- C) Ed's Broadway Gifts & Costumes - Free Gift with Purchase
- D) Epique Realty - Learn Your Fate Psychic Sessions
- E) Green Hippo Gifts - Sales and Specials *
- F) Lake Orion Bike & Adventure Co. - Raffles of rentals, gear, and gift cards
- G) Messy Designs - Free One Card Draw Oracle Readings for each Shopper; Gift with \$50 purchase*
- H) Roses of Silverbell - In-Store Raffle



* **Enter to Win \$100 in Downtown Dollars** (Good at over 40 Downtown Lake Orion Shops)
 One entry for each purchase over \$25 at participating shops.
 Up to Four Entries.
 Purchase has to be made on Witches Night (Oct. 24, 2025).
 You do not need to be present to win!

FOOD & DRINK:

- 1) Abeantogo (open until 6 pm) - 10% off for Customers in Costume
- 2) Bitter Tom's - Cocktails and 1/2 off Appetizers
- 3) Irish Tavern - Witches Night Potion Shakers Cocktails (Violet Moonlight, Purple Haze, and Hypnotoad)
- 4) Lucky's Natural Foods (open until 6 pm) - Beverages and Snacks until Close
- 5) O Cigar Bar - \$6 Martinis
- 6) Sick Town Hall - Witches Dance Party 9 pm - 12M, Witches Costume Contest, Specials on Witches Brew
- 7) Wine Social - DJ Dance Party

MAGICAL ACTIVITIES!



CHECK IN!
START HERE! Located by Cookies and Cream. First 200 witches get a free gift at check-in!



Photo Booth and Self Stations
 In grass area by Abeantogo.



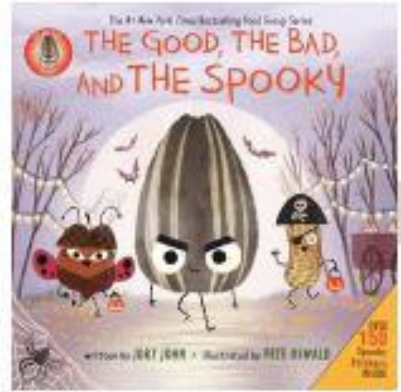
At Epique Realty -
Psychic Readings



Messy Designs -
Oracle Cards

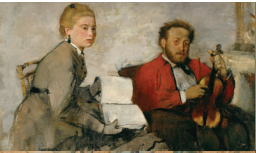


COVEN GATHERING
 Come hang out with fellow witches around flaming fire pits and patio heaters. Music 5-10 pm. (Located at Cookies & Cream)

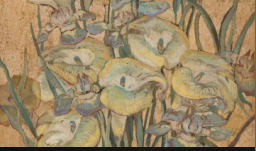


Read and act out a story as you follow the path and explore downtown throughout October! Featuring *The Good, the Bad, and the Spooky* by Jory John.

Orion Township Public Library **LAKE ORION Storybook Stroll** DDA LAKE ORION DISTRICT DEVELOPMENT AUTHORITY



1 Lake Orion Village Hall
21 E Church St
Violinist and Young Woman, Edgar Degas



2 Children's Park
201 S Broadway St
Irises and Calla Lilies, Maria Oakey Dewing



3 Children's Park
201 S Broadway St
Young Girl Sleeping, Eberhart Keilhau



4 Orion Art Center
115 S Anderson St
Lovers on a Balcony During Monsoon
Unknown Artist



5 Oat Soda Lake Orion
197 S Broadway St
Hard Ball III, Robert Moskowitz



6 Lucky's Natural Foods IIc
101 S Broadway St
Merrymakers, Carolus-Duran



7 24 W Flint St
Cycles, Norval Morrisseau



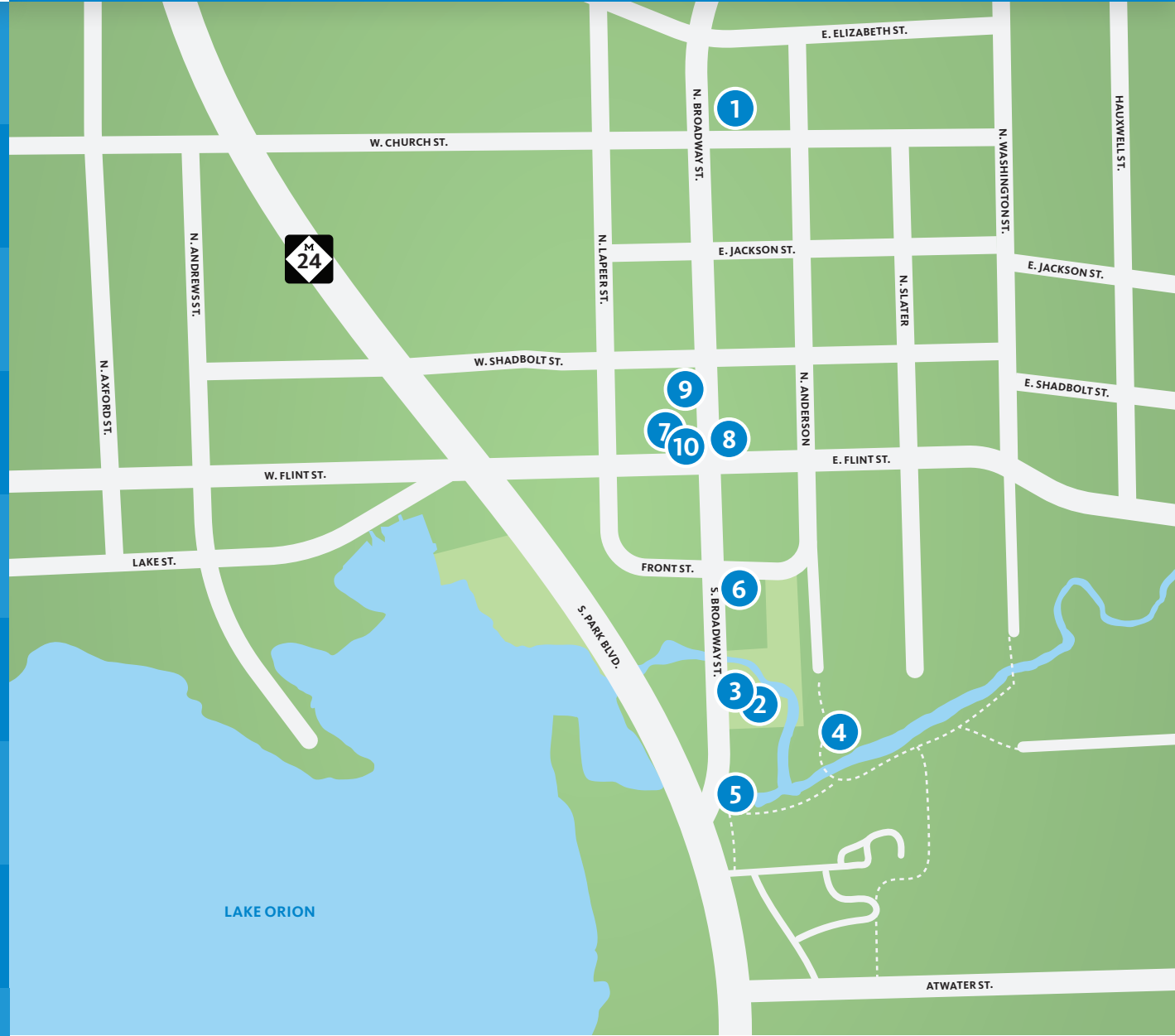
8 Flint Street Alley
15 E Flint St
Untitled, Karin Kneel



9 47 N Broadway St
Love Flight of a Pink Candy Heart
Florine Stettheimer



10 Green Hippo Gifts
2 W Flint St
Reeds and Cranes, Suzuki Kittsu



From May to October, the Detroit Institute of Arts' **Inside|Out** program transforms everyday spaces into open-air galleries. Discover reproductions from the museum's world-class collection right in your community and use **#DIAInsideOut** to share your experience on social media!

Inside|Out is made possible by Tri-County millage support and Ford Philanthropy.



Visit dia.org/InsideOut for additional locations and maps.

General admission to the DIA is FREE for residents of Macomb and Wayne counties.

2025 Halloween Extravaganza Trick or Treat Trail Map



P Parking

★ Treat Stop
 StrawbaleTower/ Photo Opp
 Located in Children's Park- along with kids crafts,photo booth, and cider & donuts!

Downtown Lake Orion Treat Stops

<p>LO DDA Office</p> <p>Art & Music: Accent on Art Orion Art Center Orion Music Studio</p> <p>Banking & Financial: Capocore Professional Advisors</p> <p>Beauty: Elizabeth's Studio</p> <p>Community: American Legion #233 Orion Area Parade Group</p>	<p>Food & Drink: A Bean to Go Bitter Tom's Irish Tavern Johnny Black's Little Caesar's O Cigar Bar Oat Soda Sagebrush Cantina Sick Town Hall Wee Bean Coffee Wine Social</p>	<p>Realty: Epique Realty KW Collaborative</p> <p>Services: Builders Custom Flooring Flipspot Gymnastics Golling Buick- GMC Macaroni Kids Practically Perfect Vacations Robotic Rehab and Relief Thrive Therapy</p>	<p>Shopping: Amazing Petals Florist Boutique Chic Broadway Embroidery Ed's Broadway Gifts & Costumes Green Hippo Gifts Hanson's Running Shop Lake Orion Bike & Adventure Lucky's Natural Food Messy Designs Primetime Comics & Cards</p>
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downtownlakeorion.org