



AGENDA

REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Tuesday, May 19, 2026

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 April 21, 2026

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. Seasonal Snow Maintenance - Reconciliation

B. Lumber Yard – Expense Reconciliation

C. DDA Budget 2026-27 - Next Steps

9. Reports, Resolutions and Recommendations

A. Assistant Director's Report

B. Executive Directors Report

10. Board Comments and Training Feedback

11. Next Regular Meeting - June 16, 2026

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: May 19, 2026

TOPIC: Approval of DDA Regular Meeting Minutes of April 21, 2026

RECOMMENDED MOTION: To approve the Downtown Development Authority Board Regular Meeting Minutes of April 21, 2026.



MINUTES

REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Tuesday, April 21, 2026

6:30 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The April 21, 2026 Downtown Development Authority Regular Meeting was called to order at 6:29 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 Alaina Campbell
Board Member Todd Garris
President Teresa Rutt

ABSENT

Board Member Chris Barnett

STAFF PRESENT

Executive Director Matthew Gibb
Assistant Director Janet Bloom
Village Manager Darwin McClary
Deputy Clerk/Treasurer Lynsey Blough

3. Approval of Minutes

A. Approval of DDA Regular Meeting Minutes of March 17, 2026

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to approve the Downtown Development Authority Board Regular Meeting Minutes of March 17, 2026.

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

4. Approval of Agenda

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to approve the Downtown Development Authority Board Regular Meeting Agenda of April 21, 2026, as presented.

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

5. Call to the Public

Council Member Alex Comparoni Jr. expressed appreciation for the DDA’s work and noted positive improvements in the community. As a long-time resident, he shared concerns that the pace of growth and development feels overwhelming to some and questioned whether there is a point at which it can be limited. He acknowledged the DDA’s constraints and thanked the board.

Chairperson Burgess acknowledged receipt of written communication dated April 21, 2026, from Cory Johnston.

Council Member Erik Papacek expressed appreciation for the DDA’s work and the value it provides for the community, including improvements such as the Lumberyard project. He noted that some residents are feeling pressure related to growth and emphasized the importance of balancing the needs of the entire Village, including residential perspectives. He recognized the challenges of budget discussions and competing priorities and thanked the DDA for its efforts.

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 April 21, 2026, Consent Agenda by one vote, as presented.

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

A. Financial Reports

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to receive and file the Financial Reports for March 2026.

VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Campbell, Garris, Rutt

VOTING NAY: None

ABSENT: Barnett

MOTION: Carried

7. Financial Matters

A. Bill Approval

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to approve disbursements in the amount of \$403,195.80 for March 2026.

VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Campbell, Garris, Rutt

VOTING NAY: None

ABSENT: Barnett

MOTION: Carried

8. New and Old Business

A. Consideration of Capital Project - Atwater Basketball Court

Executive Director Gibb explained that the Atwater Basketball Court project is the first referral under the Village–DDA capital improvement funding framework established in 2022 and reaffirmed in 2024, which allocates TIF revenues for eligible public facility projects. He noted that funding is available and that the project, recommended by the Parks and Recreation Committee and Village Council, meets eligibility criteria as a public benefit and placemaking improvement, leaving approval at the DDA’s discretion.

Board Member Coe questioned the cost and whether resurfacing was an option, to which President Rutt responded that the court is severely buckled and requires full reconstruction, adding that it has been a long-standing need and is heavily used, with potential increased demand due to the anticipated closure of Basketball America.

Board Member Campbell expressed strong support, emphasizing the importance of free recreational opportunities for youth and families. Vice Chairperson Caruso concurred, noting he frequently sees “tech neck” in children from excessive screen use and stressed the value of outdoor activity, adding the project supports community health and placemaking goals.

Council Member George Dandalides described the project as a strong example of Village and DDA collaboration under the 75/25 funding model and encouraged support as a worthwhile community investment.

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to adopt Resolution No. 2026-001, confirming the eligibility of the proposed basketball court project as a public facility improvement consistent with the DDA Tax Increment Financing Plan, and to authorize reimbursement to the Village of Lake Orion for verified project expenses in an amount not to

exceed Fifty-Seven Thousand Nine Hundred Fifty-Seven Dollars (\$57,957.00), payable from GL 248-260- 965-402, in accordance with the DDA/Village Capital Improvement Agreement and subject to standard documentation and invoicing requirements.

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

B. Request to Join Village Council Steering Committee

Executive Director Gibb explained that the item originated from Village Council’s April 13 action, initiated by Council Member Dandalides, to establish a “steering” or communication committee to foster more regular and in-depth collaboration between the DDA and Council. He noted the intent is to create a more structured forum for discussing shared goals, beyond existing representation. Chairperson Burgess expressed support, noting she had previously invited such collaboration. Council Member Dandalides stated the idea arose from ongoing discussions and a need for more candid, consistent communication to better align efforts and maximize community benefit, and he expressed interest in participating. Vice Chairperson Caruso supported the initiative as a necessary and standard practice for effective governance, while Board Member Coe commended Council Member Dandalides’ active downtown engagement.

Executive Director Gibb further clarified that the proposed six-month term reflects charter-related considerations discussed by Council, serving as a default timeframe that would continue if mutually agreed but expire if not extended. Chairperson Burgess questioned whether the term “steering committee” could create confusion and suggested “communication committee” for clarity. President Rutt responded that the group is intended solely for communication without decision-making authority, making terminology less critical, and added that the six-month duration also aligns with election cycles, as appointments cannot extend beyond current Council member terms and would require reconsideration after November.

Rosemary Ford asked how many members would serve on the committee. President Rutt explained it would include the Village Manager, Executive Director, Council President, one additional Council Member (Council Member Dandalides), an alternate (Council Member Alex Comparoni Jr.), and DDA representation. Deputy Clerk/Treasurer Blough asked who would be appointed from the DDA, and Executive Director Gibb clarified that the motion authorizes the Chairperson to appoint a second DDA member and an alternate, with names to be provided to the Clerk’s Office. Chairperson Burgess stated she would follow up with that information.

MOTION made by Treasurer Shell, Seconded by President Rutt, that the Lake Orion Downtown Development Board approve participation in the Village Council-DDA Steering Committee, for six (6) months, or until mutually dissolved whichever is longer, further authorizing the Board Chair to appoint a member, in addition to herself, and an alternate to serve in her absence, forthwith.

- VOTING YEA:** Burgess, Caruso, Shell, Lorant, Coe, Campbell, Garris, Rutt
- VOTING NAY:** None

ABSENT: Barnett
MOTION: Carried

C. Watering Trailer Purchase

Executive Director Gibb explained that the Township has been accepted into the American Bloom organization following recognition for the quality of its downtown landscaping, flowers, and façade improvements. He noted that maintaining the extensive downtown flower program has become labor-intensive and currently requires improvised methods, and cannot be sustained in its present form. He recommended purchasing specialized watering equipment at a cost not to exceed \$3,800, funded through reallocated existing budget savings, to improve efficiency, reduce staff time, and ensure consistent maintenance of downtown plantings. He added that the equipment would significantly reduce watering time from approximately four to five and a half hours to about three hours, improving operational efficiency and potentially offsetting costs over time through labor savings. Vice Chairperson Caruso supported the proposal, noting the expected reduction in watering time and associated cost efficiencies.

MOTION made by Treasurer Shell, Seconded by Board Member Coe, to authorize the Director to procure a 100 gallon tow behind, gas powered watering system at a cost not to exceed \$3,800, with shipping, with funding from GL 248-730-975-011 – Capital Outlay Trail Head.

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

D. 2026-27 Annual Budget - Receipt and Approval

Executive Director Gibb presented the proposed FY 2026–2027 DDA budget, explaining the required statutory process. He emphasized the DDA’s intent to significantly prioritize its financial commitments to the Village, including contracted services (Police, DPW, PA-57 administrative fees), utilities, debt obligations, and the 75/25 capital contribution. To meet these obligations and maintain budget balance, he recommended substantial reductions in DDA operational spending, including staffing, administration, Main Street support, and promotional activities, and reducing reliance on fund balance transfers. He also noted this restructuring results in elimination of the Assistant Director position and a shift toward a leaner staffing model, while still maintaining core functions such as marketing, façade grants, and limited capital funding. He cited broader economic constraints, declining external revenue expectations, and reduced sponsorship/grant income as drivers of the conservative revenue forecast. The budget also assumes continued but modest grant funding and includes proposed increases to several Village service contracts.

Board member Campbell discussed accountability for DPW and administrative services, with the Village Manager outlining a policy detailing cost allocations and noting revisions to include tax collection costs. Secretary Lorant stated he had reviewed the budget and believed the current approach was an improvement over prior years, conditionally pending Council workshop adjustments. Chairperson Burgess acknowledged the personal impact of staffing

reductions as difficult financial decisions. The board considered the budget for approval subject to final refinements following Council review.

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to approve the budget as presented, subject to the adjustments to be made at the Thursday, April 23, 2026 budget workshop.

Executive Director Gibb made a request that the motion include language confirming compliance with statutory procedure, specifically the referral of the approved budget to the Village of Lake Orion governing body, to ensure the record reflects adherence to required statutory and policy processes.

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to amend the previous motion to approve the budget as presented, subject to adjustments to be made at the Thursday, April 23, 2026 budget workshop, and to follow statutory procedure to refer the approved budget to the governing body, the Village of Lake Orion.

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

Executive Director Gibb stated that the Assistant Director position is currently budgeted through June 30, 2026, and noted that the administrative position in the front office has remained unfilled to preserve funding. He recommended that any action regarding the timing of the position’s termination be deferred until the Board’s final adoption of the budget, anticipated at the June meeting.

He further stated that Ms. Bloom’s contributions are recognized and that, in the interim, the organization would support any transition opportunities should she pursue other employment, and would continue to acknowledge her work through the budget adoption period.

MOTION made by Board Member Coe, Seconded by Treasurer Shell, to delay any action to eliminate the Assistant Director position until after final adoption of the FY 2026–2027 budget, with the position to continue in its current funded status through at least the June meeting.

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

Executive Director Gibb stated that the final motion related to the budget and reorganization would authorize him to proceed with posting updated job descriptions as part of implementing the approved changes.

MOTION made by Treasurer Shell, Seconded by Board Member Coe, that the Downtown Development Authority Board authorize the Executive Director to initiate the recruitment process for the newly established positions of Administrative Coordinator and Marketing

Coordinator, as reflected in the approved Fiscal Year 2026–2027 Budget and organizational structure.

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

9. Reports, Resolutions and Recommendations

A. Report - Legal Objection to Council Referral

Executive Director Gibb referenced a recent Council discussion regarding a proposal to dissolve and reformat the DDA as part of the Planning Commission. He noted that both a memorandum from his office and a legal opinion from Mr. Davis, included in the packet, conclude the proposal is not permissible under state statute. He stated that the intent of presenting the materials was to formally enter the legal memorandum and opinion into the public record, as they were not previously included in the Council record, and to ensure public accessibility. Erik Papacek stated he reviewed the legal opinion but offered an alternative interpretation of the statute’s “created pursuant to” language, suggesting it may be descriptive rather than limiting changes to the time of formation. He argued the statute may not prohibit restructuring and suggested the issue may warrant further review, while acknowledging his view was offered for consideration.

MOTION made by Treasurer Shell, Seconded by Board Member Coe, to receive and file the Memorandum concerning the April 13, 2026, council motion seeking recommendation from the DDA Director dated April 21, 2026.

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

B. Report - Outside Attorney Opinion Requested by Council Committee

Executive Director Gibb stated that a memorandum was submitted clarifying the office’s interpretation that 75-25 funds may be used for public infrastructure without amending the TIF plan. He noted that, following a request from the ad hoc committee, an outside legal opinion was obtained and transmitted to the Village Manager, and he requested that both documents be entered into the public record.

In response to a question from Vice Chairperson Caruso regarding the cost of the legal opinion, Executive Director Gibb stated that it was approximately \$600 for about two hours of work, noting the attorneys’ combined experience in the subject matter.

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to receive and file the Opinions of the Director and Legal Counsel as provided to the Village pursuant to the recommendation and request of the Village Ad Hoc Committee on Alternative Funding.

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

VOTING NAY: None
ABSENT: Barnett
MOTION: Carried

C. Executive Directors Report

Executive Director Gibb reported on a successful DDA open house with approximately 100 attendees and noted continued recognition of the organization’s Main Street accreditation. He stated that the event will become an annual engagement opportunity.

He provided an update on the Lumberyard project, noting ongoing permitting and planned unit development preparation, and continued coordination with Orion Township staff, consultants, and contractors. He reported progress on infrastructure repairs and site preparation, with additional construction phases expected over the coming months.

Executive Director Gibb indicated that project timelines are dependent on the planned unit development approval process and stated that contracts with potential site users are being finalized for future presentation. He noted that budget planning is ongoing and will be adjusted based on updated project costs and partnerships.

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to receive and file the April 21, 2026 Executive Director Report.

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

D. Assistant Director’s Report

Assistant Director Bloom reported on a successful Main Street Oakland County event, including strong participation from new Illuminators and completed business training sessions with Oakland Thrive. She highlighted upcoming events including Spring Cleanup Day (May 9), the Boutique Chic fashion fundraiser (April 27), and the Lake Orion Summer Concert Series beginning July 8.

She provided updates on Shop OC Main Streets, noting continued support for downtown businesses, as well as efforts to resolve e-newsletter delivery issues and ongoing growth in social media engagement. She announced upcoming ribbon cuttings, Downtown Lowdown events, and regional training opportunities in partnership with Main Street Oakland County and Oxford DDA.

Assistant Director Bloom also shared highlights from the Main Street Now conference in Tulsa and noted coordination with Sunrise Rotary to replace downtown flags in advance of America’s 250th celebration.

MOTION made by Treasurer Shell, Seconded by President Rutt, to receive and file the Assistant Director’s Report.

VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Campbell, Garris, Rutt

VOTING NAY: None

ABSENT: Barnett

MOTION: Carried

10. Board Comments and Training Feedback

Board Member Garris had no comment.

Secretary Lorant thanked the Village Council Members for attending and encouraged continued participation and engagement at future meetings.

Treasurer Shell thanked Executive Director Gibb and Assistant Director Bloom for their work during the transition.

Vice Chairperson Caruso thanked Assistant Director Bloom for her professionalism and contributions over the past two years. He also expressed appreciation for Village Council Members attending and noted the value of in-person participation in understanding DDA operations. He indicated interest in attending future Council meetings when scheduling allows.

Board Member Campbell thanked Assistant Director Bloom for her service as Interim Director and acknowledged her performance during a period of transition. She spoke to the ongoing partnership between the DDA and the community, referencing collaborative efforts including the 75-25 agreement and the basketball court capital project. She expressed pride in the Board’s work and noted upcoming community engagement opportunities, including an Illuminator informational event on April 28 at Cookies and Cream.

President Rutt highlighted Ms. Bloom’s contributions and leadership during her tenure. She also spoke about community initiatives such as the Illuminator program and ribbon cutting events, emphasizing continued community engagement and support for local businesses. Member Coe expressed appreciation for Ms. Bloom’s responsiveness and support. He also thanked Village Council members for attending, noting the significance of their participation.

Chairperson Burgess thanked Village Council Members for attending and expressed support for continued collaboration through the upcoming communications committee. She extended appreciation to Ms. Bloom for her service as Interim Director and contributions to the DDA during a period of transition, and thanked the Board for their continued commitment, particularly during the budget process.

11. Next Regular Meeting - May 19, 2026

12. Adjournment

MOTION made by Treasurer Shell, Seconded by Board Member Coe, to adjourn the April 21, 2026, Downtown Development Authority Board Regular Meeting.

VOTING YEA: Burgess, Caruso, Shell, Lorant, Coe, Campbell, Garris, Rutt

VOTING NAY: None

ABSENT: Barnett

MOTION: Carried

The April 21, 2026 Downtown Development Authority Board Regular Meeting adjourned at 8:07 PM.

Debbie Burgess
Chairperson

Lynsey Blough, CMC
Deputy Clerk/Treasurer

Sonja Stout
Village Clerk/Treasurer

Date Approved: as presented on May 19, 2026



DDA ACTION SUMMARY SHEET

MEETING DATE: May 19, 2026

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 April 2026.

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 04/30/2026
 % Fiscal Year Completed: 83.29

Section 6, Item A.

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

GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026	Activity For 04/30/2026	Available Balance 04/30/2026	% 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	1,013,952.28	0.00	33,424.72	96.81
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	1,600.57	8.38	1,769.43	47.49
248-000-441-000	Local Community Stabilization Share	15,000.00	17,650.43	0.00	(2,650.43)	117.67
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	0.00	33,500.00	22.99
248-000-540-000	COUNTY/FEDERAL PROGRAM GRANTS PUBLIC	595,823.00	151,455.75	0.00	444,367.25	25.42
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	12,533.07	0.00	(2,825.07)	129.10
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	7,750.00	0.00	9,250.00	45.59
248-000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00
248-000-685-000	Sponsorships	35,000.00	3,400.00	400.00	31,600.00	9.71
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	(131.76)	0.00	8,131.76	(1.65)
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	1.34	0.00	3,498.66	0.04
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	3,382.28	0.00	817.72	80.53
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	350.00	0.00	3,650.00	8.75
248-000-692-000	Rent	0.00	0.00	0.00	0.00	0.00
248-000-694-000	Miscellaneous	8,000.00	3,414.21	0.00	4,585.79	42.68
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	1,225,358.17	408.38	931,183.83	56.82
Revenues		2,156,542.00	1,225,358.17	408.38	931,183.83	56.82
Account Category: Expenditures						
Department: 260 GENERAL ACTIVITIES						
248-260-701-000	Executive Director Wages	84,000.00	76,884.91	6,461.60	7,115.09	91.53
248-260-704-000	Wages - Administrative Coordinator	32,417.00	13,045.00	0.00	19,372.00	40.24
248-260-706-000	Asst. Executive Director wages	73,130.00	57,073.71	5,461.60	16,056.29	78.04
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	5,969.06	0.00	(569.06)	110.54
248-260-711-013	OVERTIME	0.00	0.00	0.00	0.00	0.00
248-260-715-000	Social Security	15,254.00	10,986.26	912.12	4,267.74	72.02
248-260-716-000	Health Insurance- Medical	17,920.00	17,778.12	1,042.96	141.88	99.21
248-260-717-000	Life & Disability Insurance	1,562.00	1,484.01	149.90	77.99	95.01
248-260-718-000	Dental Insurance	1,132.00	882.02	89.48	249.98	77.92
248-260-719-000	Pension	15,690.00	14,141.01	1,192.32	1,273.03	91.89
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 04/30/2026

% Fiscal Year Completed: 83.29

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

Section 6, Item A.

GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026	Activity For 04/30/2026	Available Balance 04/30/2026	% Bdg't Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Account Category: Expenditures						
Department: 260 GENERAL ACTIVITIES						
248-260-721-000	Vision Care	720.00	152.27	15.38	567.73	21.15
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	16,273.20	680.85	3,726.80	81.37
248-260-801-002	CONTRACTUAL SERVICES - PUBLIC SAFETY	103,000.00	103,000.00	0.00	0.00	100.00
248-260-801-003	CONTRACT SERVICES - DPW FEE	27,211.00	27,210.66	13,605.50	0.34	100.00
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	0.00	0.00	6,700.00	0.00
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	393.00	0.00	5,507.00	6.66
248-260-810-000	Legal Services	3,500.00	2,807.25	807.50	692.75	80.21
248-260-823-000	Website/Software	4,200.00	2,872.71	861.67	1,327.29	68.40
248-260-823-001	Municipal Software	5,000.00	28.85	0.00	4,971.15	0.58
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	2,516.86	92.97	983.14	71.91
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	4,984.11	1,492.74	2,815.89	63.90
248-260-921-000	Municipal Street Lighting	13,780.00	9,584.57	0.00	4,195.43	69.55
248-260-930-000	Repair and Maintenance	1,870.00	618.07	618.07	1,251.93	33.05
248-260-930-002	Building Maintenance	1,200.00	162.69	61.18	1,037.31	13.56
248-260-940-000	Equipment Rental	1,500.00	560.07	0.00	939.93	37.34
248-260-941-000	Office Rent	16,800.00	13,590.00	0.00	3,210.00	80.89
248-260-942-000	Office Expenses	5,700.00	4,037.54	27.06	46.88	99.18
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	1,463.07	0.00	436.93	77.00
248-260-957-000	Education & Training	8,000.00	2,256.14	1,211.69	5,743.86	28.20
248-260-958-000	General Activities Misc	5,900.00	4,377.13	1,292.45	1,522.87	74.19
248-260-961-000	Tax Tribunal Refunds	0.00	0.00	0.00	0.00	0.00
248-260-962-000	Mileage	500.00	111.18	0.00	388.82	22.24
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	469.00	0.00	1,531.00	23.45
Total Dept 260 - GENERAL ACTIVITIES		670,497.00	458,355.47	36,077.04	210,249.99	68.36
Department: 725 ORGANIZATION						
248-725-822-000	Newsletter	1,000.00	130.00	65.00	811.00	18.90
248-725-824-000	Volunteer Recognition & Dvp.	1,700.00	357.34	0.00	1,282.66	24.55
248-725-825-000	Gift Certificate Redemption	5,000.00	1,687.75	75.00	3,312.25	33.76
248-725-826-000	Historic Celebration/Education	2,500.00	1,031.20	749.98	1,468.80	41.25
248-725-827-000	Awareness Program	2,300.00	2,116.08	0.00	(129.30)	105.62
248-725-864-000	Grant & Scholarship Distribution	3,000.00	2,750.00	250.00	250.00	91.67

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% Fiscal Year Completed: 83.29

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GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026	Activity For 04/30/2026	Available Balance 04/30/2026	% Bdg't Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Account Category: Expenditures						
Department: 725 ORGANIZATION						
248-725-881-000	Merchandise to Sell	1,200.00	689.00	0.00	511.00	57.42
Total Dept 725 - ORGANIZATION		16,700.00	8,761.37	1,139.98	7,506.41	52.46
Department: 726 DESIGN						
248-726-745-000	Beautification Supplies	7,620.00	4,550.45	0.00	3,069.55	59.72
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	2,468.14	0.00	3,311.86	42.70
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	220.00	0.00	1,880.00	10.48
248-726-883-000	Banners and Holiday Lighting	8,100.00	6,937.45	0.00	1,162.55	85.65
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	152.34	0.00	2,637.66	5.46
248-726-980-001	PUBLIC SPACE GRANT-GENERAL	323,000.00	199,643.40	0.00	123,356.60	61.81
248-726-980-002	PUBLIC SPACE GRANT-DEVELOPMENT & PRO	212,000.00	42,211.14	0.00	169,788.86	19.96
Total Dept 726 - DESIGN		593,290.00	256,827.13	0.00	336,462.87	43.29
Department: 728 ECONOMIC DEVELOPMENT						
248-728-801-000	Contractual Services	17,800.00	8,554.52	1,155.00	9,245.48	48.06
248-728-860-000	Trolley Expense	5,130.00	3,069.34	0.00	2,060.66	59.83
248-728-861-000	DATA AND METRICS	1,460.00	7.76	0.00	1,452.24	0.53
248-728-862-000	Training Materials	500.00	0.00	0.00	418.32	16.34
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	689.00	0.00	1,811.00	27.56
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	557.77	0.00	1,792.23	23.73
248-728-888-000	Brand Marketing	23,700.00	20,412.56	0.00	106.44	99.55
248-728-888-001	Contractual Services Brand Marketing	12,000.00	4,217.87	1,614.63	7,782.13	35.15
Total Dept 728 - ECONOMIC DEVELOPMENT		66,440.00	37,508.82	2,769.63	25,668.50	56.46
Department: 729 PROMOTION						
248-729-880-000	Event Promotion	2,500.00	1,113.74	25.00	1,386.26	44.55
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	1,861.37	0.00	638.63	74.45
248-729-880-005	Event Promo - Hmtwn/Holiday Vill	3,000.00	1,957.43	0.00	720.65	75.98
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	0.00	1,390.63	7.29
248-729-880-008	EVENT PROMO-ICE FEST	3,500.00	3,300.98	0.00	199.02	94.31
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	3,490.92	0.00	3,509.08	49.87
248-729-880-013	STRONGER TOGETHER-WINTER	2,500.00	2,478.53	0.00	21.47	99.14
248-729-880-014	STRONGER TOGETHER- SUMMER/FALL	1,500.00	1,172.30	0.00	327.70	78.15
248-729-880-015	Winter Activities	4,500.00	4,499.16	0.00	0.84	99.98
248-729-880-016	MISC EVENTS-OTHER	2,500.00	1,500.00	0.00	1,000.00	60.00
248-729-880-017	Movie Night	3,500.00	2,693.41	0.00	806.59	76.95
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	1,625.00	360.00	(25.00)	1

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GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026	Activity For 04/30/2026	Available Balance 04/30/2026	% 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	38,802.21	385.00	13,975.87	73.07
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	420,721.00	420,721.00	0.00	100.00
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	14,000.00	13,673.76	12,730.91	326.24	97.67
248-730-975-009	Capital Outlay - Dumpsters	1,000.00	0.00	0.00	1,000.00	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	434,394.76	433,451.91	10,126.24	97.72
Expenditures		1,844,548.00	1,234,649.76	473,823.56	603,989.88	66.94
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		2,156,542.00	1,225,358.17	408.38	931,183.83	56.82
TOTAL EXPENDITURES		1,844,548.00	1,234,649.76	473,823.56	603,989.88	66.94
NET OF REVENUES & EXPENDITURES:		311,994.00	(9,291.59)	(473,415.18)	327,193.95	
BEG. FUND BALANCE		385,962.46	385,962.46			
END FUND BALANCE		697,956.46	376,670.87			

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GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026	Activity For 04/30/2026	Available Balance 04/30/2026	% Bdgt 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	947.81	86.65	(47.81)	105.31
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	420,721.00	420,721.00	0.00	100.00
Total Dept 000 - REVENUE		421,621.00	421,668.81	420,807.65	(47.81)	100.01
Revenues		421,621.00	421,668.81	420,807.65	(47.81)	100.01
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	142,916.30	3,303.77	31,583.70	81.90
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	226,562.97	24,000.00	445,957.03	33.69
Total Dept 901 - CAPITAL OUTLAY		847,020.00	369,479.27	27,303.77	477,540.73	43.62
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	0.00	(500.00)	100.00
301-905-731-001	2023 Tax exempt Bond Issuance Expens	0.00	500.00	0.00	(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	60,000.00	0.00	0.00	100.00
301-905-992-004	2023 DDA BONDS TAX EXEMPT PRINCIPAL	160,000.00	160,000.00	0.00	0.00	100.00
301-905-993-001	2023 DDA BOND TAXABLE INTEREST SERIE	73,921.00	73,921.00	0.00	0.00	100.00
301-905-993-002	2023 DDA TAX EXEMPT BOND INTEREST A	126,800.00	126,800.00	0.00	0.00	100.00
Total Dept 905 - Downtown Dev Bond 2023		420,721.00	421,721.00	0.00	(1,000.00)	100.24
Expenditures		1,267,741.00	791,200.27	27,303.77	476,540.73	62.41
Fund 301 - DOWNTOWN DEV BOND PROJECT 2023:						
TOTAL REVENUES		421,621.00	421,668.81	420,807.65	(47.81)	100.01
TOTAL EXPENDITURES		1,267,741.00	791,200.27	27,303.77	476,540.73	62.41
NET OF REVENUES & EXPENDITURES:		(846,120.00)	(369,531.46)	393,503.88	(476,588.54)	
BEG. FUND BALANCE		2,580,888.81	2,580,888.81			
END FUND BALANCE		1,734,768.81	2,211,357.35			

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GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026	Activity For 04/30/2026	Available Balance 04/30/2026	% Bdgt Used
Fund: 403 DDA PUBLIC INFRASTRUCTURE FUND						
Account Category: Revenues						
Department: 000 REVENUE						
403-000-664-000	Interest Earnings	0.00	62.12	5.66	(62.12)	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	62.12	5.66	112,930.88	0.05
Revenues		112,993.00	62.12	5.66	112,930.88	0.05
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	62.12	5.66	112,930.88	0.05
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		112,993.00	62.12	5.66	112,930.88	
BEG. FUND BALANCE		142,459.99	142,459.99			
END FUND BALANCE		255,452.99	142,522.11			

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GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026	Activity For 04/30/2026	Available Balance 04/30/2026	% Bdgt Used
Fund: 404 DDA PROPERTY ACQUISITION						
Account Category: Revenues						
Department: 000 REVENUE						
404-000-664-000	Interest Earnings	0.00	73.95	6.73	(73.95)	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	73.95	6.73	(73.95)	100.00
Revenues		0.00	73.95	6.73	(73.95)	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	73.95	6.73	(73.95)	100.00
TOTAL EXPENDITURES		169,436.00	0.00	0.00	169,436.00	0.00
NET OF REVENUES & EXPENDITURES:		(169,436.00)	73.95	6.73	(169,509.95)	
BEG. FUND BALANCE		169,578.15	169,578.15			
END FUND BALANCE		142.15	169,652.10			

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GL Number	Description	25-26 Amended Budget	YTD Balance 04/30/2026	Activity For 04/30/2026	Available Balance 04/30/2026	% Bdgt Used
Report Totals:						
	TOTAL REVENUES - ALL FUNDS	2,691,156.00	1,647,163.05	421,228.42	1,043,992.95	61.21
	TOTAL EXPENDITURES - ALL FUNDS	3,281,725.00	2,025,850.03	501,127.33	1,249,966.61	61.73
	NET OF REVENUES & EXPENDITURES:	(590,569.00)	(378,686.98)	(79,898.91)	(205,973.66)	

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ORION
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GL Number	Description	YTD Balance 04/30/2025	04/30/2026
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND			
*** Assets ***			
	CASH CHECKING	169.06	467.14
	CASH SAVINGS	1,164,765.11	373,038.37
	Total Assets	1,164,934.17	373,505.51
*** Liabilities ***			
	ACCOUNTS PAYABLE	(2,560.00)	(3,454.24)
	ACCRUED AND OTHER LIAB	288.88	288.88
	Total Liabilities	(2,271.12)	(3,165.36)
*** Fund Equity ***			
	FUND BALANCE	356,811.12	385,962.46
	Total Fund Equity	356,811.12	385,962.46
Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND:			
	TOTAL ASSETS	1,164,934.17	373,505.51
	BEG. FUND BALANCE	356,811.12	385,962.46
	+ NET OF REVENUES & EXPENDITURES	810,394.17	(9,291.59)
	= ENDING FUND BALANCE	1,167,205.29	376,670.87
	+ LIABILITIES	(2,271.12)	(3,165.36)
	= TOTAL LIABILITIES AND FUND BALANCE	1,164,934.17	373,505.51

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ORION
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GL Number	Description	YTD Balance 04/30/2025	04/30/2026
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023			
*** Assets ***			
	CASH CHECKING	56,386.80	56,386.80
	CASH SAVINGS	2,158,172.98	2,156,939.73
	Total Assets	2,214,559.78	2,213,326.53
*** Liabilities ***			
	DUE TO INTERFUND	1,969.18	1,969.18
	Total Liabilities	1,969.18	1,969.18
*** Fund Equity ***			
	FUND BALANCE	2,794,812.47	2,580,888.81
	Total Fund Equity	2,794,812.47	2,580,888.81
Total Fund 301 DOWNTOWN DEV BOND PROJECT 2023:			
	TOTAL ASSETS	2,214,559.78	2,213,326.53
	BEG. FUND BALANCE	2,794,812.47	2,580,888.81
	+ NET OF REVENUES & EXPENDITURES	(582,221.87)	(369,531.46)
	= ENDING FUND BALANCE	2,212,590.60	2,211,357.35
	+ LIABILITIES	1,969.18	1,969.18
	= TOTAL LIABILITIES AND FUND BALANCE	2,214,559.78	2,213,326.53

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ORION
Balance As of 04/30/2026

Section 6, Item A.

GL Number	Description	YTD Balance	
		04/30/2025	04/30/2026
Fund: 403 DDA PUBLIC INFRASTRUCTURE FUND			
*** Assets ***			
	CASH SAVINGS	0.00	142,522.11
	Total Assets	0.00	142,522.11
*** Fund Equity ***			
	FUND BALANCE	0.00	142,459.99
	Total Fund Equity	0.00	142,459.99
Total Fund 403 DDA PUBLIC INFRASTRUCTURE FUND:			
	TOTAL ASSETS	0.00	142,522.11
	BEG. FUND BALANCE	0.00	142,459.99
	+ NET OF REVENUES & EXPENDITURES	0.00	62.12
	= ENDING FUND BALANCE	0.00	142,522.11
	+ LIABILITIES	0.00	0.00
	= TOTAL LIABILITIES AND FUND BALANCE	0.00	142,522.11

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ORION
Balance As of 04/30/2026

Section 6, Item A.

GL Number	Description	YTD Balance	
		04/30/2025	04/30/2026
Fund: 404 DDA PROPERTY ACQUISITION			
*** Assets ***			
	CASH SAVINGS	169,561.11	169,652.10
	Total Assets	169,561.11	169,652.10
*** Fund Equity ***			
	FUND BALANCE	169,464.87	169,578.15
	Total Fund Equity	169,464.87	169,578.15
Total Fund 404 DDA PROPERTY ACQUISITION:			
	TOTAL ASSETS	169,561.11	169,652.10
	BEG. FUND BALANCE	169,464.87	169,578.15
	+ NET OF REVENUES & EXPENDITURES	96.24	73.95
	= ENDING FUND BALANCE	169,561.11	169,652.10
	+ LIABILITIES	0.00	0.00
	= TOTAL LIABILITIES AND FUND BALANCE	169,561.11	169,652.10



DDA ACTION SUMMARY SHEET

MEETING DATE: May 19, 2026

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 \$71,607.55 for April 2026.

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

POST DATES 04/01/2026 - 04/30/2026

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	462.10	35845
248-000-228-001	Remittance	IRS	Remittance Check	86.45	426
248-000-228-001	Remittance	IRS	Remittance Check	86.45	426
248-000-228-001	Remittance	IRS	Remittance Check	86.43	428
248-000-228-001	Remittance	IRS	Remittance Check	86.43	428
248-000-228-002	Remittance	IRS	Remittance Check	369.62	426
248-000-228-002	Remittance	IRS	Remittance Check	369.62	426
248-000-228-002	Remittance	IRS	Remittance Check	369.62	428
248-000-228-002	Remittance	IRS	Remittance Check	369.62	428
248-000-230-000	Remittance	IRS	Remittance Check	386.85	426
248-000-230-000	Remittance	IRS	Remittance Check	386.85	428
248-000-231-002	Remittance	PRINCIPAL LIFE INSURANCE C	Remittance Check	7.66	35849
248-000-232-000	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	149.90	35842
248-000-237-002	Remittance	EMPOWER TRUST CO. LLC	Remittance Check	298.08	425
248-000-237-002	Remittance	EMPOWER TRUST CO. LLC	Remittance Check	298.08	427
248-000-247-000	Remittance	PRINCIPAL LIFE INSURANCE C	Remittance Check	89.48	35848
248-000-247-000	Remittance	PRINCIPAL LIFE INSURANCE C	Remittance Check	15.38	35850
248-000-247-000	Remittance	BLUE CARE NETWORK OF MICH	Remittance Check	1,042.96	35843
Total Department 000 REVENUE				4,961.58	
Department: 260 GENERAL ACTIVITIES					
248-260-801-000	AMZN 111-6476970 - SUPPLIE	COMERICA BANK	MARCH 2026 CC GIBB	180.85	349
248-260-801-000	INV 0342 - APRIL 2026	PRESTIGE CLEANING MI	CLEANING - ARP 2026	500.00	35823
248-260-801-003	BALANCE OF 25-26 CONTRACT	VILLAGE OF LAKE ORION	DPW	13,605.50	35888
248-260-810-000	INV12109	DAVIS LISTMAN PLLC	ATTORNEY FEES	807.50	35797
248-260-823-000	INV UPV06D46 - CHATAI	COMERICA BANK	MARCH 2026 CC GIBB	20.00	349
248-260-823-000	INV BC2953D1 - FLOWCODE	COMERICA BANK	MARCH 2026 CC GIBB	9.95	349
248-260-823-000	INV 80131837 - CONF CALL S	COMERICA BANK	MARCH 2026 CC GIBB	39.00	349
248-260-823-000	INV T9009138990 - CLICKUP	COMERICA BANK	MARCH 2026 CC GIBB	38.00	349
248-260-823-000	INV 202060930481 - SFTWARE	COMERICA BANK	MARCH 2026 CC GIBB	28.85	349
248-260-823-000	INV 3404779224 - ADOBE	COMERICA BANK	MARCH 2026 CC GIBB	21.19	349
248-260-823-000	COMCAST -	COMERICA BANK	MARCH 2026 CC GIBB	234.68	349
248-260-823-000	INV UPV06D46-0009 CHATAI	COMERICA BANK	MARCH 2026 CC GIBB	20.00	349
248-260-823-000	INV 1325 - WEB HSTING	BRIGHTWAY MARKETING	WEB HOSTING FEES	450.00	35789
248-260-851-000	INV 741617 - TELEPHONE	COMERICA BANK	MARCH 2026 CC GIBB	92.97	349
248-260-920-000	ACCT 016-1650 - CHILDRENS	VILLAGE OF LAKE ORION	WATER	244.16	35838
248-260-920-000	ACCT 016-2151 - LUMBER YAR	VILLAGE OF LAKE ORION	WATER	234.79	35838
248-260-920-000	ACCT 015-1180 DDA OFFICE	VILLAGE OF LAKE ORION	WATER	318.04	35838
248-260-920-000	910018071993 - 165 S BROAD	DTE ENERGY	STREETLIGHTS	27.41	35798
248-260-920-000	910018071613 - 118 N BROAD	DTE ENERGY	OFFICE/EV ELECTRIC	85.37	35799
248-260-920-000	920009543389 - 90 S ANDERS	DTE ENERGY	OFFICE/EV ELECTRIC	336.61	35799
248-260-920-000	ACT 100062995376 - 118 N B	CONSUMERS ENERGY	GAS	246.36	35857
248-260-930-000	INV 270267 & 270295	J & T ELECTRICAL SUPPLY	ELECTRICAL REPAIRS	618.07	35866
248-260-930-002	GREAT LAKES ACE - SUPPLIES	COMERICA BANK	MARCH 2026 CC GIBB	61.18	349
248-260-942-000	INV 97798	DARWEL ENTERPRISES LLC	MATS	27.06	35859
248-260-957-000	UPS COPIES	COMERICA BANK	MARCH 2026 CC GIBB	296.42	349
248-260-957-000	MEIJER - BINDERS	COMERICA BANK	MARCH 2026 CC GIBB	65.27	349
248-260-957-000	INV AIB 2026	COMERICA BANK	BLOOM CC MARCH 2026	850.00	349
248-260-958-000	OFFICE DEPOT - INK	COMERICA BANK	MARCH 2026 CC GIBB	1,111.90	349
248-260-958-000	AMZN - 111-5191945 - OFFI	COMERICA BANK	MARCH 2026 CC GIBB	12.54	349

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

POST DATES 04/01/2026 - 04/30/2026

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: 260 GENERAL ACTIVITIES					
248-260-958-000	AMZN - 111-9476970 - OFFIC	COMERICA BANK	MARCH 2026 CC GIBB	140.95	349
248-260-958-000	INV 97507	Darwe1 ENTERPRISES LLC	FLOOR MATS	27.06	35796
Total Department 260 GENERAL ACTIVITIES				20,751.68	
Department: 725 ORGANIZATION					
248-725-822-000	SNAP RETAIL - NEWSLETTER	COMERICA BANK	MARCH 2026 CC GIBB	65.00	349
248-725-825-000	DOWNTOWN DOLLAR CERT 4763	MESSY DESIGNS	DOWNTOWN DOLLARS	25.00	35809
248-725-825-000	DWTN DLR CERT 4772	BITTER TOM'S DISTILLERY	DOWNTOWN DOLLARS	25.00	35788
248-725-825-000	DWTN DLR CERT 4771	BITTER TOM'S DISTILLERY	DOWNTOWN DOLLARS	25.00	35788
248-725-826-000	ORD VPFZH3224 -OPOSTCARDS	COMERICA BANK	MARCH 2026 CC GIBB	154.32	349
248-725-826-000	ORD 111-4608058 - FRAMES	COMERICA BANK	MARCH 2026 CC GIBB	27.31	349
248-725-826-000	USPS - - POSTAGE	COMERICA BANK	MARCH 2026 CC GIBB	187.20	349
248-725-826-000	KROGER - SUPPLIES	COMERICA BANK	MARCH 2026 CC GIBB	25.87	349
248-725-826-000	KROGER - SUPPLIES	COMERICA BANK	MARCH 2026 CC GIBB	4.78	349
248-725-826-000	MEIJER - MSOC	COMERICA BANK	BLOOM CC MARCH 2026	66.37	349
248-725-826-000	DOLLAR TREE OPEN HOUSE	COMERICA BANK	BLOOM CC MARCH 2026	9.13	349
248-725-826-000	INV 131 - POSTCARDS	NOVARA DESIGN, LLC	GRAPHICS	170.00	35812
248-725-826-000	INV 3031	EPRINT SOLUTION LLC	POSTERS	105.00	35800
248-725-864-000	INV 132 (NOVARA DESIGN)	DEBRA NOVARA	DESIGN SERVICES	250.00	35860
Total Department 725 ORGANIZATION				1,139.98	
Department: 728 ECONOMIC DEVELOPMENT					
248-728-801-000	INV 1333 - STORAGE	COMERICA BANK	MARCH 2026 CC GIBB	285.00	349
248-728-801-000	INV .345	PRESTIGE CLEANING MI	MAY CLEANING	535.00	35880
248-728-801-000	INV 29887 & 30619	TURNER SANITATION	PORTA JOHNS	335.00	35886
248-728-888-001	INV 1766	20 FRONT STREET CONCEPTS,	MARKETING	300.00	35782
248-728-888-001	INV 26-0006165	CHARTER TOWNSHIP OF ORION	MARKETING	1,314.63	35855
Total Department 728 ECONOMIC DEVELOPMENT				2,769.63	
Department: 729 PROMOTION					
248-729-880-000	ORD 3425625	COMERICA BANK	BLOOM CC MARCH 2026	25.00	349
248-729-885-000	INV I29887 - 201 S BROADWA	TURNER SANITATION	PORTA JOHNS	180.00	35833
248-729-885-000	INV I30186 - 201 S BROADWA	TURNER SANITATION	PORTA JOHNS	180.00	35833
Total Department 729 PROMOTION				385.00	
Department: 730					
248-730-975-006	INV 1360 - BRD APPROVED	JAH SERVICES	CONCRETE SERVICES	7,500.00	35807
248-730-975-006	PARKING LEASE - 52 N BROA	52 N BROADWAY LLC	PARKING LEASE (ANNUAL PAYMENT)	1,200.00	35783
248-730-975-006	24-25 LEASE PAYMENT	CARUSO CHIROPRACTIC CLINIC	PARKING LEASE (ANNUAL PAYMENT)	1,200.00	35792
248-730-975-006	25-26 LEASE PAYMENT	CARUSO CHIROPRACTIC CLINIC	PARKING LEASE (ANNUAL PAYMENT)	1,200.00	35792
248-730-975-006	115 N BROADWAY LEASE	TARR PROPERTIES, LLC	PARKING LEASE (ANNUAL PAYMENT)	1,630.91	35830
Total Department 730				12,730.91	
Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND				42,738.78	
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023					
Department: 901 CAPITAL OUTLAY					
301-901-950-000	INV 119259 - PROJECT 020-0	PEA GROUP	TRAFFIC STUDY - LUMBER YARD	3,078.77	35821
301-901-950-000	INV 4.1.2026	OAKLAND COUNTY WATER RESOU	SOIL EROSION PERMIT	225.00	35818
301-901-971-000	QUOTE Q18705	LAKE ORION PLUMBING HEATIN	PLUMBING - LUMBER YARD	11,500.00	35808
301-901-971-000	QUOTE BRD APPROVED (3.17.	TRIPLE R ELECTRIC INC	SERVICE PLANNING - ELECTRIC	12,500.00	35832

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

POST DATES 04/01/2026 - 04/30/2026

POSTED AND UNPOSTED

OPEN AND PAID

Section 7, Item A.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023					
Department: 901 CAPITAL OUTLAY					
			Total Department 901 CAPITAL OUTLAY	27,303.77	
			Total Fund 301 DOWNTOWN DEV BOND PROJECT 2023	<u>27,303.77</u>	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

POST DATES 04/01/2026 - 04/30/2026

POSTED AND UNPOSTED
OPEN AND PAID

Section 7, Item A.

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY FUND ---					
248			DOWNTOWN DEVELOPMENT AUTHORITY FUND	42,738.78	
301			DOWNTOWN DEV BOND PROJECT 2023	27,303.77	
		Total For All Funds:		70,042.55	



DDA ACTION SUMMARY SHEET

MEETING DATE: May 19, 2026
TOPIC Seasonal Snow Contract - Reconciliation

BACKGROUND BRIEF:

As outlined previously, the DDA maintains several parking areas in the district that are either leased or were built with DDA funding. We contracted with Hauxwell Services Inc to maintain those lots throughout a very long and snow heavy winter. Our base fee was \$5700, which earned 15 “pushes”.

Tracking and review of national weather service reports indicate that more than 20 snow/ice events occurred above the contracted amount, and these are subject to reconciliation. Hauxwell presented invoice for additional work was \$9,120.00. This was compromised following meetings with the Director to a final reconciliation of \$7000.

Our total cost for snow removal and sidewalks this season, with this final reconciliation, is \$18,700.00

FINANCIAL IMPACT:

It is necessary to move unspent funds within our budget to pay this from the proper GL line item in our accounting. I am recommending we move \$7,000 from GL 248-728-801-000 Economic Development Contracted Services to GL 248-260-801-000 Contracted Services Downtown

RECOMMENDED MOTION:

Move to approve the final reconciliation of seasonal snow maintenance in the amount of \$7000, payable to Hauxwell Services Inc from GL 248-260-801-000 Contracted Services Downtown, subject to the recommended budget adjustment.

INVOICE

Hauxwell Services Inc.
616 Fernhurst Ct
Lake Orion, MI 48362-1418

hauxwell_services@yahoo.com
+1 (248) 693-3393



Bill to
Village of Lake Orion
Downtown Development Auth.

Invoice details
Invoice no.: 13218
Terms: Due on receipt
Invoice date: 04/26/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Plow	Contract allows for 15 snow removal events which have been paid. Remaining unpaid events is 24 totaling 39 events for the season.	24	\$380.00	\$9,120.00
					Total	\$9,120.00



Balance Due: \$7,000

ESTIMATE

Hauxwell Services Inc.
616 Fernhurst Ct
Lake Orion, MI 48362-1418

hauxwell_services@yahoo.com
+1 (248) 693-3393



Bill to
Lake Orion Downtown Development
Authority

Estimate details

Estimate no.: 1015
Estimate date: 12/11/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.	11/30/2025	Payment Dates	3 Payments for the months of December, January, and February.	3	\$1,900.00	\$5,700.00

Descriptions of total service(s): **Price per event is \$380. ** Responsible for snow removal from parking lot and de-ice application as needed. ** Parking lots located at; Front St and Anderson St (across from 21 Front street), Broadway and Shadbolt (adjacent to state farm), Lapeer and Shadbolt (behind Irish tavern), 115 N Broadway (Roman financial), Driveway located at 118 N Broadway (Village of Lake Orion Downtown development authority office). ** Price does not include Sidewalks or Flint Street ally indicated on map supplied. ** Proposal For the 2025/2026 season. ** Two-year contracts available.

Additional services*: *Additional Pushes/Services at \$380.00 per plow/to be billed monthly.

Proposed Services include the following provisions by Hauxwell Services: Hauxwell Services, Inc. will complete all services agreed upon in this proposal within a reasonable timeframe. Hauxwell Services, Inc. will furnish all material(s) and labor complete, in accordance with the above specifications.

Respected Submitted: Timothy J. Hauxwell, Owner

Total **\$5,700.00**

Note to customer

Proposal for snow removal of the Downtown Development Lake Orion authorities parking lots.

Accepted date

Accepted by



DDA ACTION SUMMARY SHEET

MEETING DATE: May 19, 2026

TOPIC Lumber Yard – Expense Reconciliation

BACKGROUND BRIEF:

There are two areas of continuing work, grant and engineering

1. Repair and Restoration – Existing structures: Following a lengthy winter shutdown, work has recommenced under our previously approved zoning compliance permits and township building permits to repair and restore the existing structures as part of our Public Spaces Grant. We re-started work that was underway in November when frost hit and that work is now nearing completion. When that happens work will pause until PUD approvals occur. These are the expenses under the existing permits:
 - Preparation of access and land for installation of water service and a farmers well \$500, due to Mickey’s Construction.
 - Preparation of underground electrical conduit runs to preemptively prepare for the formal service installation following DTE service plan adoption. Labor and materials \$4,850 due to Mickeys Construction.
 - Correct security fencing adjacent to MDOT spillway area. Labor and materials \$3,648 due to Mickeys Construction.
 - Framing, siding and door/glass preparation of West wall, matching east wall. Mickeys construction agreed to match last years pricing despite substantial increases in a material costs. \$9,700 due to Mickeys construction.
 - Quote price for Plexiglass panels to complete est wall. \$980 due to Branden Glass of Clarkston.
 - Materials and labor for production of hardware, locking and door pulls for main barn, 16 sets, \$2080.00 due to Michael Mack.

2. Engineering costs

- Engineering Costs: completion of water table coring/analysis and storm water, and completion of final plan set for application to Village of Lake Orion \$33,280,75 due to PEA Group.

FINANCIAL IMPACT:

These are all being accommodated in the grant and bond fund budget process. As has been stated a final cost allocation and budget will be presented following PUD approval so we have a final known site cost. The contracts for the five commercial partners will likewise be finalized based on the final site cost from plan approval

We can pay this directly from two sources.

Mickeys Construction for continuing build out of the public space grant elements in the amount of \$18,698 from GL 248-726-980-001 Public Space Grant General

Branden Glass for glass panels in the amount of \$981 from GL 248-726-980-001 Public Space Grant General

Michael Mack for Door Hardware from GL 248-726-980-002 Public Space Grant - Development

These two payments will leave a grant balance of \$9,567. We remain responsible for our matching effort under the grant contract for overall site development which has always been scheduled to be transacted from the bond funds.

And second source, for the payment of PEA Group fees for site engineering work in the amount of \$33,280.75 we can draw that from GL 301-901-950-000 which will leave a 25-26 appropriated balance of \$1,608. This is exactly where we thought we would be.

We are preparing a fully appropriated final project budget upon PUD plan approval and final site cost estimates from the approval.

RECOMMENDED MOTION:

Move to approve payment of the itemized expenses for the Lumber Yard Project in the amounts and sources set forth by the Executive Director in this Memorandum.



CHANGE ORDER

Project Name
 215 S BROADWAY
 Project Address

Contractor

2024
 Change Order Number

26-001
 Change Order Date

DESCRIPTION OF CHANGES:

(check here and attach additional pages if more space is needed.)

CHANGE: Moved all materials from bakery area to under farmers market roof so new water line CHANGE: could be put in.

Labor and machine

PRICE DETAIL: TOTAL: \$ 500.00

PRICE. These changes (select one):

raise the price of the contract to

do not affect the price of the contract.

PROJECT DURATION. These changes (select one):

extend shorten the duration of the project _____ days.

do not affect the duration of the project.

COMPLETION. The new approximate date of completion is:

PAYMENT SCHEDULE. These changes will adjust the payment schedule as follows:

[Empty box for payment schedule details]

Owner Signature

Matthew Gibb
 Printed Name

Date

Contractor Signature

Michael Baxton
 Printed Name

4-20-2026
 Date





CHANGE ORDER

Project Name
215 S BROADWAY
Project Address

Change Order Number 2024
Change Order Date 26-10-2

Contractor

DESCRIPTION OF CHANGES:

(check here and attach additional pages if more space is needed.)

CHANGE: Dig holes so electrician can run under ground pipes in event barn. Saw cut and
CHANGE: remove concrete in center of event barn for electricians to finish their underground
Regraded area for cement to be poured once electricians
PRICE DETAIL: done. TOTAL: \$4850.00

PRICE. These changes (select one):
 raise the price of the contract to
 do not affect the price of the contract.

PROJECT DURATION. These changes (select one):
 extend shorten the duration of the project _____ days.
 do not affect the duration of the project.

COMPLETION. The new approximate date of completion is:

PAYMENT SCHEDULE. These changes will adjust the payment schedule as follows:

[Empty box for payment schedule details]

Owner Signature
Matthew Gibb
Printed Name Date

Contractor Signature
Michael Bentes
Printed Name Date 4-21-24





CHANGE ORDER

Project Name
215 S BROADWAY
Project Address

2024
Change Order Number
26-003
Change Order Date

Contractor

DESCRIPTION OF CHANGES:

(check here and attach additional pages if more space is needed.)

CHANGE: Remove existing black fence behind bakery and relocated to area laid out by Matt.

CHANGE:

PRICE DETAIL:

TOTAL: \$3648.00

PRICE. These changes (select one):

raise the price of the contract to

do not affect the price of the contract.

PROJECT DURATION. These changes (select one):

extend shorten the duration of the project _____ days.

do not affect the duration of the project.

COMPLETION. The new approximate date of completion is:

PAYMENT SCHEDULE. These changes will adjust the payment schedule as follows:

[Empty box for payment schedule details]

Owner Signature

Matthew Gibb

Printed Name

Date

Contractor Signature

Michael Beets
Printed Name

Printed Name

Date

4-21-26





Century 21
Project Name
215 S BROADWAY
Project Address

2025-012
Change Order Number
10-7-25
Change Order Date

Contractor

DESCRIPTION OF CHANGES:

(check here and attach additional pages if more space is needed)

CHANGE: *EVELL BARN*

CHANGE: *EAST MAIN BARN WALL*
FRAME NEW 2x6 WALL ON NEW FOOTINGS, INSTALL NEW LVL
BEAMS FOR HANDED, FENING 2 NEW 6" x 10" BARN DOORS
PRICE DETAIL: *INSTALL AN UNLOADING* TOTAL:
Repair/Replace ANTI-HIT SIDING \$9736.54

PRICE. These changes (select one):
 raise the price of the contract to

 do not affect the price of the contract.

PROJECT DURATION. These changes (select one):
 extend shorten the duration of the project _____ days.
 do not affect the duration of the project.

COMPLETION. The new approximate date of completion is:

PAYMENT SCHEDULE. These changes will adjust the payment schedule as follows:

[Empty box for payment schedule details]

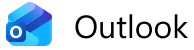
Matthew Gibb
Owner Signature

Mike Backs
Contractor Signature

Matthew Gibb
Printed Name

Mike Backs
Printed Name

10-24-25
Date



Fw: Plexi Quote

From mike bartos <mickeysconstruction@hotmail.com>
Date Mon 5/11/2026 4:05 PM
To Matthew Gibb <gibb@downtownlakeorion.org>

From: Walter Baran <wb.brandonglass@gmail.com>
Sent: Monday, May 11, 2026 11:18 AM
To: mickeysconstruction@hotmail.com <mickeysconstruction@hotmail.com>
Subject: Plexi Quote

Hi,

The quote for the Plexi glass is as follows:

- 1 @ 41 1/2 x 33 7/8
- 2 @ 48 5/8 x 33 7/8
- 2 @ 42 x 33 7/8
- 1 @ 41 5/8 x 33 7/8

Total cost is 983.00

Thank you,
Annette
Brandon Glass LLC
248-625-4376

PEA GROUP
 1849 POND RUN
 AUBURN HILLS, MI 48326
 248.689.9090
 PEAACCOUNTING@PEAGROUP.COM

Lake Orion Downtown Development Authority
 Matthew Gibb
 118 N. Broadway St.
 Lake Orion, MI 48362

April 27, 2026
 Project No: 020-0164.02
 Invoice No: 119827

Project Manager JAMES BUTLER

Invoice Total \$33,280.75

Project 020-0164.02 LAKE ORION LUMBER

Professional Services Through April 12, 2026

Phase 000 LAKE ORION LUMBER

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
TRAFFIC IMPACT STUDY	8,300.00	100.00	8,300.00	8,300.00	0.00
GEOTECHNICAL INVESTIGATION	15,000.00	100.00	15,000.00	0.00	15,000.00
Total Fee	23,300.00		23,300.00	8,300.00	15,000.00
		Total Fee			\$15,000.00

Phase 002 PRELIMINARY SITE PLAN

Professional Personnel

	Hours	Rate	Amount
Staff Surveyor II	1.20	130.00	156.00
Staff Engineer I	3.20	130.00	416.00
Totals	4.40		572.00
Total Labor			\$572.00

Billings to Date

	Current	Prior	Total
Fee	0.00	2,894.40	2,894.40
Labor	572.00	0.00	572.00
Totals	\$572.00	\$2,894.40	\$3,466.40

Phase 004 SITE PLAN APPROVAL

Professional Personnel

	Hours	Rate	Amount
Staff Engineer III	21.30	150.00	3,195.00

PEA Group accepts EFT, Check and credit cards for payment.
 PEA Group applies a 3% processing fee to all credit card payments.
 Please use the below link for payment to PEA Group via a secure portal:

[Secure Payment Link](#)

Project	020-0164.02	LAKE ORION LUMBER	Invoice	11
Principal		13.00	240.00	3,120.00
Project Engineer		7.50	160.00	1,200.00
Project Designer II		37.00	160.00	5,920.00
Totals		78.80		13,435.00
Total Labor				\$13,435.00

Billings to Date

	Current	Prior	Total
Labor	13,435.00	0.00	13,435.00
Totals	\$13,435.00	0.00	\$13,435.00

Phase 005 LANDSCAPE PLAN (SITE PLAN APPROVAL)

Professional Personnel

	Hours	Rate	Amount
Project Coordinator I	5.00	160.00	800.00
Engineering Tech II	14.00	120.00	1,680.00
Landscape Designer III	14.35	125.00	1,793.75
Totals	33.35		4,273.75
Total Labor			\$4,273.75

Billings to Date

	Current	Prior	Total
Labor	4,273.75	0.00	4,273.75
Totals	\$4,273.75	0.00	\$4,273.75

Total this Invoice \$33,280.75

PEA Group accepts EFT, Check and credit cards for payment.
 PEA Group applies a 3% processing fee to all credit card payments.
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[Secure Payment Link](#)



DDA ACTION SUMMARY SHEET

MEETING DATE: May 19, 2026

TOPIC DDA Budget 2026-27 - Next Steps

BACKGROUND BRIEF:

The Village Council as approved the DDA Budget for 26-27 as proposed, with the Directors on record concessions to the Managers requested PA57 Administrative Fee by Resolution. Our next steps are two-fold.

Finalize updated contacts with the Village of Lake Orion Police and Village DPW. For the police this is fairly straight forward, as we only added a 3% cost of living increase to the contract in support of the officers. For the DPW we have budgeted an amount of \$29,000, and the DPW director has consistently offered to review the type and scope of services under the contract. We may want to discuss all options with him to determine whether things like street sweeping should be replaced with another item.

I am recommending we invite the Chief and Director to a task force meeting to finalize all options and a good document for approval in June, in anticipation of a new budget year.

At the same meeting June we would adopt our Fiscal Year 26-27 Budget as approved by Council.

FINANCIAL IMPACT:

none

RECOMMENDED MOTION:

Move to invite the Village Police Chief and Director of DPW Services to a budget task force meeting to discuss and complete contracts for 26-27, such contracts to be on the June 2026 DDA Board agenda for consideration and approval.



DDA ACTION SUMMARY SHEET

MEETING DATE: May 19, 2026

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

May 19, 2026



Upcoming Events:

National Trails Day – June 6 – at The Lumber Yard at Paint Creek in conjunction with Dianne’s Ride for Alzheimer’s presented by Lake Orion Bike & Adventure Company, having rides of 9, 44, and 81 mile routes. We will again host information sessions on The Lumber Yard at Paint Creek, with merchandise sales, artist displays, and have guided walks, runs, and rides. We will set up kids activities, Illuminator information, and more.

LOLIVE! Summer Concert Series – July 8, 15, 22, 29 and August 5, 12, 19, 26. 6:30pm – 8:00 pm in Children’s Park. Securing sponsorships for series and individual concerts. More to come!

Completed Activity:

May 9 – Spring Clean Up Day, 9am – Noon, met at Cookies & Cream. We had 80 people attend this year. A great showing by our local students, too. Thank you to all who participated to make our downtown look welcoming and ready for Art & Flower Fair. Only a few rain drop fell a few times but not enough to stop the work. Thank you to our supporters: Cookies and Cream, Home Depot, Golling Buick GMC

May 16-17 – Two booths at Art & Flower Fair. Flint St. Alley activation for kids activities, voting for Outdoor movies for kids and teens, Illuminators sign up, e-newsletter sign up, event and downtown information, and enter to win \$25 Downtown Dollars. Second booth was for The Lumber Yard at Paint Creek – displays of photos of examples of the proposed build outs and rehabs onsite. Sold merchandise to fundraise for artist projects onsite. Examples of artwork displayed onsite along with the “Starry Night” and “Paul Bunyan” artwork from the lumberyard.

ShopOCMainStreets.com

Now – June 2026 – ShopOCMainStreets.com \$100K challenge. Even online, you can still support local. Shop at ShopOCMainStreets.com and stores, DDAs and shoppers all get a chance to win money based on top shopping amounts during Challenge dates.

We encourage businesses to get listed on the site, if only to direct them to their website. It is another marketing tool for them to use. Contact the Lake Orion DDA office for more information.

E-Newsletters

Via SnapRetail!: 8 e-newsletters created (Business/Consumer) Avg. open rate: 31.1%

Social Media Stats

Downtown Lake Orion Facebook:

Followers: 11,737 (added 121)

Reach: 13,425 (Counts reach from organic and paid content plus tags, check-ins, and page/profile visits)

Content Interactions: Previous: 530; Current: 397 (The number of likes or reactions, saves, comments, shares and replies on our content, including ads. Content can include formats such as posts, stories, reels and more.)

Views: Previous: 53,781; Current: 169,494 (The number of times our content was played or displayed. Content includes reels, posts, stories and ads.)

Downtown Lake Orion Business Group on Facebook:

152 members

Illuminators Private Volunteer Facebook Page:

68 followers

Illuminators Public Page:

98 members (added 11)

Instagram:

4,490 (added 31); Views: Current 938, Previous 465; Interactions: 5

X (formerly Twitter):
1,535 (down 5). Since we do not pay for this site, it doesn't provide us analytics.

Save the Dates:

Ribbon Cuttings, presented by Orion Area Chamber at 4:30 pm:

May 14 – Stitch and Sew (next to Right Hook) – rescheduling due to water emergency.

May 21 – Waterside Social (Celebrating 1 year anniversary)

May 28 – Haney Farm Bureau Insurance (moved onto M24)

Downtown LOdown: Moved to a Wednesday due to Memorial Day holiday. Wednesday, May 27, 2026, 4-5:30 pm at Bitter Tom's.

Scheduled Trainings for 2026:

(Will be rescheduled to August due to lack of sign ups): May 18, 2026: Joint Training with Lake Orion DDA and Oxford DDA – Michigan Retailers Association presentation on “Trends for Retailers”.

June 16, 2026: Oakland Thrive, along with Orion Area Chamber of Commerce, Lake Orion DDA and Oxford DDA - Educational Training: “Brand Love in Action: How Emotion Wins Hearts and Builds Loyalty”.

September 21, 2026: Joint Training with Lake Orion DDA and Oxford DDA – “Small Business Insurance and Preparedness”.

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



DDA ACTION SUMMARY SHEET

MEETING DATE: May 19, 2026

TOPIC Executive Directors Report

BACKGROUND BRIEF:

The monthly report of the Executive Director

FINANCIAL IMPACT:

none

RECOMMENDED MOTION:

Motion to adopt receive and file the May 19, 2026 Executive Director Report.

EXECUTIVE DIRECTOR REPORT

Matthew Gibb – Executive Director

May 19, 2026



I. NEWS AND UPDATES

- a. A complete Application was submitted to the Village of Lake Orion for the Lumber Yard Project on April 30. We are anticipating our first hearing on the preliminary PUD plan approval to occur before the Village Planning commission on June 1, 2026. All Board Members are encouraged to attend.
- b. Multiple nominations were submitted to Main Stret Oakland County for the Annual Main Event. Copies of our contenders are attached. The program is on Thursday, June 11 from 6 pm to 9 pm. The Roxy Rochester 401 Walnut Boulevard Rochester, MI 48307. We are anticipating our nominations are very competitive, so all Board Members are encouraged to attend. The DDA will be procuring tickets for those that can attend.
- c. The LODown was held at Michigan by the Bottle and was a large attendance, more than 25 participants. Our unique pattern of asking for good and bad needs of our district and sharing dialogue on how to respond is gaining regional recognition, and is a welcomed by our businesses.
- d. We participated in the Council Ad Hoc committee to seek alternative revenues for the village.
- e. We participated in the council ad hoc committee to improve knowledge and dialogue between the DDA and the Council.
- f. Multiple meetings with council members on the issues of the DDA’s ability to help mitigate increasing costs of residing in the Village.
- g. Obtained approval of our Annual 26-27 Budget from Village Council.
- h. Confirmed the façade grant applications for Prime Time Comics
- i. Created updated job descriptions for Administrative Coordinator and Marketing/Event Coordinator positions. Posted, began interviews on the administrative position, and have a candidate for the May 2026 DDA Board meeting.
- j. Attended planning commission, council, village manager and met with council members.

- k.** Built out and designed content for a double booth at the Art & Flower Fair to promote the Lumber Yard Project and start raising funding for the local artist effort in the public space aspects of the project. Several hundred people stopped to learn and comment and merchandise was sold raising nearly \$1000 in support of the arts.
- l.** Handled all financial reporting and invoice/PO
- m.** Negotiated the final numbers on the seasonal snow plow contract
- n.** Coordinated the installation of the flowers, replaced parts on the current watering pump system on the 4 wheeler, and worked with volunteers to hang the baskets.
- o.** Delivered the bike rakes (that look like bikes) for stripping and re-powder coat finishing, picked them up, and work with DPW to reinstall.
- p.** Purchased and delivered vintage siding to the contractors working to finish the barn repair restoration at the lumber yard project.
- q.** Purchased and delivered mulch and soil for the annual clean up day preparation.
- r.** Purchased and built replacement furniture the Flint street alley, and also purchased and installed yellow and white lanterns over the lighting in the alley to boost awareness of the illuminators for Flower Fair.
- s.** Sorted, found, cleaned and organized banners. Had the winter banners finally taken down with DPW assistance. Ordered new banners highlighting the Illuminators and replacement poles that have been lost over the years.
- t.** Multiple trips to the Township to help resolve permit sand zoning compliance questions for ourselves and businesses.
- u.** WATER MAIN BREAK
 - i.** Coordinated communication. Dozens of phone calls and even more text messages keeping businesses up to date and aware of resources.
 - ii.** Hosted special meeting of the restaurants.
 - iii.** Created sand sent informational content via email and text.
- v.** Obtained new bids for lumber yard work, pending PUD approvals.
- w.** Began the process of moving our DDA storage from Sparebox to the Lumber Yard storage containers.
- x.** A few other things

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

MAIN STREET OAKLAND COUNTY

AWARD NOMINATION MAIN STREET LEADER

Nominee: Debbie Burgess

Community: Lake Orion Downtown Development Authority / Main Street Program

A Cornerstone of Leadership, Service, and Community – Since 2009

Debbie Burgess has served as a cornerstone of the Lake Orion Downtown Development Authority and its nationally accredited Main Street program—providing steady, principled leadership while remaining deeply connected to the community she serves. Her leadership is defined not only by longevity, more than 15 years on the Board, but by presence, adaptability, and a genuine commitment to the people and businesses that make downtown Lake Orion thrive. Through every phase of the district’s evolution, Debbie has consistently demonstrated what it means to lead with both purpose and heart.

- First appointed to the Board in 2009, she has hired, helped and guided multiple Executive Directors, many of whom have themselves received national recognition for their work during her time of leadership.
- Spearhead of visionary initiatives to sustain the long-term relationship between the program and its municipal partner, including the groundbreaking 75-25 future revenue sharing program for capital infrastructure, partnered monthly Leadership in Action Meetings, and regular advocacy at Village Council public meetings.
- Leader and advocate in 2018 to renew and extend the Tax Increment Finance Plan underlying the substantial funding of the program, and again saving that mechanism through a two year campaign to push back a crusade to defund and dissolve the DDA, resulting in an overwhelming public response in support of Lake Orion’s Main Street.



A Leader Rooted in Main Street

Debbie’s connection to downtown Lake Orion extends beyond governance—it is personal, professional, and deeply rooted. As the owner of builders Custom Flooring, a long-standing downtown business, she brings a firsthand understanding of the realities, challenges, and opportunities that define Main Street districts.

This dual perspective—business owner and public leader—has allowed her to guide the Downtown Development Authority with a rare balance of practical insight and long-term vision. She understands that economic vitality is not theoretical; it is lived daily by the businesses that line the district. Debbie leads not only from the board, but at times, right from her storefront.



Sustained Leadership and Organizational Impact

Since joining the DDA Board in 2009, Debbie has served in every officer role, ultimately becoming Chair—a position she has held across multiple terms. In this role, she has helped guide a nine-member governing board responsible for shaping the future of downtown through tax increment financing plan extensions, capital investment/improvement planning, Main Street accreditation, and economic development strategy.

Her leadership has been marked by consistency, integrity, and a steadfast focus on long-term outcomes. Under her guidance, the organization has maintained its commitment to the Main Street approach while continuing to evolve in response to changing economic and community conditions. Debbie’s tenure reflects the full arc of Main Street leadership—grounded in stability, yet responsive to change.

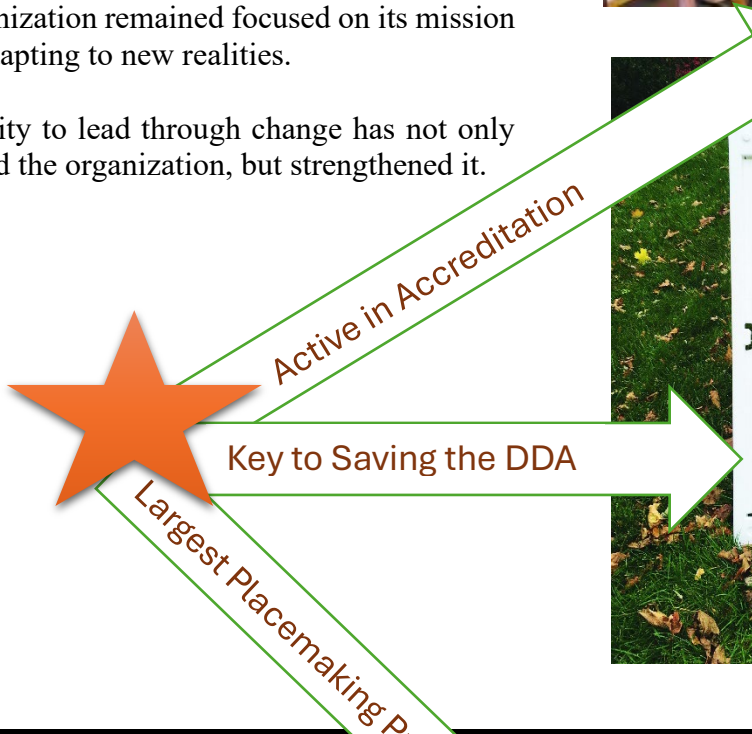


Leadership Through Change and Challenge

Debbie has helped guide the organization through multiple defining periods, including post-recession recovery, years of growth and program expansion, the unprecedented challenges of the COVID-19 pandemic, and the evolving financial and governance landscape facing downtowns today.

In each of these moments, Debbie has provided steady and thoughtful leadership—ensuring that the organization remained focused on its mission while adapting to new realities.

Her ability to lead through change has not only sustained the organization, but strengthened it.



VIDEO: DDA CONSIDERS PURCHASE OF OLD LAKE ORION LUMBER SITE, MULTIPLE USES POSSIBLE



Servant Leadership in Action

Beyond policy, planning, and governance, Debbie's leadership is defined by her servant approach and her visible presence within the community.

She is not a ceremonial chair—she is an active participant in the life of downtown Lake Orion.

Debbie regularly shows up in ways both large and small: assisting with holiday traditions, helping to light the community tree, engaging with families during downtown events, and personally supporting programming that brings energy and connection to the district. She has hosted community events such as Ice Golf within her own business, contributed seasonal décor to enhance the downtown environment, and embraced the spirit of community events with enthusiasm and authenticity.

Whether passing out candy to children, supporting volunteers, or participating in themed promotions, Debbie consistently demonstrates that leadership is not confined to meetings—it is lived out in the community.

Her presence is approachable, genuine, and constant.



A Lasting Impact on Community Identity

Debbie Burgess’s influence extends beyond individual projects or decisions. Her leadership has helped shape the culture of the Downtown Development Authority and the identity of downtown Lake Orion itself.

She has cultivated an environment grounded in accountability, service, and community pride—values that will continue to guide the organization well into the future.

Her sustained commitment, steady leadership through defining moments, and genuine connection to the community have left an indelible mark on the program and the district it serves.

Debbie Burgess exemplifies what it means to be a Main Street leader. Through more than fifteen years of dedicated service, she has guided her community with integrity, resilience, and a deep sense of purpose.



A Nominee who Exemplifies Main Street

Debbie Burgess’s leadership cannot be measured by any single project, meeting, or moment—it is defined by her unwavering presence over time. She has guided the Lake Orion Downtown Development Authority through growth, challenge, and transformation, all while remaining deeply connected to the people and businesses that define the district.

She is a leader who shows up—consistently, authentically, and without hesitation. Whether navigating complex public issues, supporting the daily work of the organization, or simply being present in the life of the downtown, Debbie leads with a steady hand and a servant’s heart.

Her impact is lasting not only because of what she has accomplished, but because of how she has led—through integrity, resilience, and a genuine commitment to her community.

For her sustained leadership, her visible presence, and her defining role in shaping the identity and success of downtown Lake Orion, Debbie Burgess stands as an exemplary Main Street Leader and a truly deserving recipient of this recognition.

MAIN STREET OAKLAND COUNTY

AWARD NOMINATION

BUSINESS RETENTION

Program: The “LODown” – A Lake Orion Business & Entrepreneur Roundtable

Community: Lake Orion Downtown Development Authority / Main Street Program

A System for Listening, Responding, and Retaining

The LODown was created to address a fundamental challenge faced by many downtowns: how to maintain consistent, meaningful communication with the business community while identifying and resolving issues before they become barriers to success.

Rather than relying on periodic outreach or reactive responses, the Lake Orion Downtown Development Authority developed the LODown as a structured, recurring forum for open dialogue, shared insight, and collaborative problem-solving.

At its core, the LODown is not simply a meeting—it is a system designed to support business retention through continuous engagement.

A Structured Approach to Real-Time Business Intelligence

The LODown meets monthly, and more frequently as needed, bringing together a diverse group of business owners, entrepreneurs, and community stakeholders. Attendance typically ranges from 20 to 30 participants, creating a consistent and representative cross-section of the local economic community.

Each session follows a deliberate and repeatable format that ensures participation, accountability, and actionable outcomes.



Every attendee is asked to respond to the same two-part prompt:

“Introduce yourself, your business or entrepreneurial effort, and share one accomplishment from the last 30 days that was outstanding, and one challenge, speed bump, or frustration you have faced since we last met.”

This simple but powerful framework creates a structured flow of information that captures both success and struggle in real time.

The result is a dynamic and transparent snapshot of the local business environment—one that allows participants and the Downtown Development Authority to understand emerging trends, identify concerns early, and respond proactively.



From Conversation to Collaboration

The strength of the LOdown lies in what happens after the question is asked.

As participants share their experiences, common themes begin to emerge. Challenges are not isolated—they are often shared across multiple businesses. This creates immediate opportunities for peer-to-peer problem solving, where participants can offer ideas, share resources, and provide support based on their own experiences.

This collaborative environment transforms individual frustrations into collective solutions. Rather than operating in isolation, business owners become part of a network that actively works together to overcome obstacles and improve conditions within the district.



Strengthening Relationships and Building Trust

The LODown serves as a bridge between the business community and the Downtown Development Authority. By creating a consistent space for open dialogue, the program establishes a continuous feedback loop that keeps the DDA informed, responsive, and aligned with the needs of the businesses it serves.

This ongoing interaction builds trust. Businesses know their voices are heard, their challenges are acknowledged, and their input directly informs decision-making and program development.

At the same time, relationships among business owners are strengthened, creating a more connected and supportive downtown environment.

Early Identification and Proactive Response

One of the most significant impacts of the LODown is its ability to surface issues before they escalate.

Because challenges are discussed regularly and openly, the Downtown Development Authority can identify patterns and respond proactively—whether addressing operational concerns, coordinating solutions, or connecting businesses with appropriate resources.

This early intervention is a critical component of business retention. By addressing problems before they become crises, the LODown helps businesses remain stable, adaptable, and successful.

Creating a Culture of Engagement and Accountability

The consistent structure of the LODown encourages accountability among participants.

By returning each month to share progress, accomplishments, and ongoing challenges, business owners develop a rhythm of engagement that reinforces both personal and collective investment in the success of the downtown.

The inclusion of both “wins” and “speed bumps” ensures that meetings remain balanced, forward-looking, and solution-oriented.

This approach fosters a culture where success is celebrated, challenges are normalized, and participation is valued.

Demonstrated Outcomes and Business Retention Impact

The LODown is designed to move beyond discussion and into action. Through its structured, recurring format, the program has consistently generated tangible outcomes that directly support business retention, problem resolution, and economic growth within downtown Lake Orion.

Key Outcomes Include:

- **Downtown Signage Improvements and Compliance**
 - Facilitated ongoing discussions around temporary and A-frame signage regulations
 - Helped align business needs with municipal standards
 - Created a more consistent and compliant visual environment throughout the district
- **Direct Coordination with Local Government**
 - Established the LODown as a working liaison between the business community and Village staff
 - Enabled real-time communication with code enforcement and administrative officials
 - Helped resolve ordinance questions and compliance challenges quickly and collaboratively
- **Access to Training and External Resources**
 - Hosted guest speakers and subject matter experts on topics including:
 - Marketing and business development
 - Oakland County programs and resources
 - Grant opportunities and application processes
 - Increased awareness and utilization of available support systems for local businesses
- **Proactive Issue Identification and Resolution**
 - Provided a consistent forum for identifying operational challenges early
 - Enabled peer-to-peer problem solving and shared solutions
 - Reduced the likelihood of small issues becoming larger barriers to business success

Case Study: Business Retention and Recruitment in Action

A clear example of the LODown’s effectiveness is demonstrated through the successful placement and launch of a new business, **Cosmedics**, within the downtown district.

- A licensed cosmetic services business expressed interest in locating within downtown Lake Orion but faced limited availability of suitable space
- Through LODown discussions, participants were aware that an existing insurance business was preparing to relocate outside of the downtown corridor
- This real-time knowledge allowed immediate coordination between:
 - The incoming business
 - The current tenant
 - The property owner

- Within **three days**, the new business was able to:
 - Tour and evaluate the available space
 - Engage in lease negotiations
 - Secure a lease agreement
- Simultaneously, the LODown’s established relationships with Village officials enabled:
 - Accelerated zoning compliance review
 - Expedited permitting for interior buildout
 - Efficient resolution of signage and accessibility requirements
- As a result:
 - The existing business successfully relocated without disruption
 - The new business was secured within the downtown district
 - The business completed its buildout and held its grand opening within **60 days** of initial engagement



MAIN STREET OAKLAND COUNTY

AWARD NOMINATION

MAIN STREET VOLUNTEER

Nominee: The Illuminators – A Lake Orion Volunteer Corp

- Founding Members:**
Alaina Campbell, Cookies & Cream
Debra Novara, Novara Designs
Brian Wintner, SOAR Study Skills
Jen Todd, Breakthrough Partners
Les Morrison, Re:Connect
Bill Kokenos, Lake Orion Parade Group

Community: Lake Orion Downtown Development Authority / Main Street Program

A Volunteer Movement Built on Positivity and Community Pride

The Illuminators Volunteer Corps was created in response to a defining moment within the Lake Orion community. During a period marked by public debate, social media conflict, and negative discourse, there emerged a clear need to shift the narrative—to highlight the positive, celebrate community effort, and restore a sense of pride in place.

Rather than respond with words alone, the Downtown Development Authority’s Main Street program chose action. From that effort, the Illuminators were born—a volunteer-driven initiative designed not only to support downtown projects, but to actively reshape how the community sees itself.

The Illuminators were intentionally built as a recognizable, engaging, and inclusive identity. Volunteers contributed to naming, branding, logo creation, and outreach. This ensured the group was not simply managed—it was owned by the community.



Debra Novara created the Logo

WXYZ COVERAGE: <https://youtu.be/ekFDnkFX3KY?si=YqQAB4pUE58aoZNW>

The Illuminators are widely recognized through their yellow branding and visible presence. Members are regularly identified in public, reinforcing a strong identity tied to civic pride. The goal of changing the discussion in Lake Orion from one of frustration and keyboard advocacy to a place where all neighbors feel welcome to join in, to volunteer, and to celebrate the bright light that is our downtown is reflected in the huge programs, events and presence they have already accomplished:

LIGHT UP LAKE ORION - A NIGHT TO SHINE


The Illuminators inaugural volunteer awards and recognition event. Attracting nearly 100 guests, awarding six unique categories, and launching a new way to celebrate our daily champions.

Awards given included:

- “Bring Your Tools” – Tim Marriott
- “New Recruit” – Les Morrison
- “Tour DDA Force” – Boy Scout Troop 124
- “Strongest Paddler” – Linda Crane
- “Ambassador of the Year” – Jen Todd
- “Spirit of Main Street” – Sharon Konieczny
- “DDA Legacy” – Stan & Rosemary Ford



ONTV News Break: Light Up Lake Orion (01/28/26)


 Orion Neighborhood Television
 4.46K subscribers

<https://youtu.be/3shnewppyY0?si=44LHJWwW2kQla4yc>

ALLEY INVASION – Dragon on the Lake

Shortly after forming the “Illuminators” the group took to the streets to take over the Flint Street Alley, displaying the smiles and welcoming spirit of Main Street. Kids fun, Dragon selfies, and the open invite to join the volunteer corps. was a great success, resulting in more than 30 new members to the group.



MAIN STREET OPEN HOUSE – And Ice Cream Social(s)

To inform, and advocate for the Four Point approach that has supported Lake Orion success, the Illuminators threw a huge Open House at the DDA office and have followed up with several “Ice Cream Social”: events at Cookies & Cream.

Our “Sign Up” membership now stands at 87!



Advancing the Main Street Approach Through Volunteerism

The Illuminators represents a unique and highly effective model of volunteer engagement—one that directly supports all four points of the Main Street Approach. Rather than focusing on a single type of activity, the Illuminators contribute across the full spectrum of downtown development, significantly expanding the capacity and reach of the Lake Orion Main Street program.

What may appear at first glance as simple acts of service—picking up litter, planting flowers, assisting at events—actually reflects a much deeper and more comprehensive level of impact. The Illuminators are not defined by a single task. They are defined by their ability to contribute wherever the community needs them most.

Organization: Building Capacity and Community Engagement

- Volunteer recruitment and onboarding through community outreach and events
- Development of a recognizable identity that strengthens participation and belonging
- Support of administrative functions, including data collection, surveys, and program tracking
- Creation of a volunteer culture that emphasizes accessibility, ownership, and pride

Promotion: Activating and Supporting Downtown Experiences

- Active participation in downtown events, including setup, staffing, and public engagement
- Distribution of marketing materials and event promotion to local businesses
- Contributions to social media and digital storytelling efforts
- Creation of a visible and welcoming presence that enhances the visitor experience

Design: Enhancing the Physical Environment

- Beautification efforts, including seasonal décor installation and maintenance
- Flower planting, landscaping, and public space care
- Support for public art installations and creative placemaking initiatives
- Ongoing stewardship of downtown spaces through cleanup and maintenance efforts

Economic Vitality: Supporting Businesses and Program Delivery

- Direct support to downtown businesses through outreach and engagement
- Assistance with grant-related efforts and program implementation
- Participation in business inventory and data tracking initiatives
- Contribution to efforts that strengthen the overall economic health of the district

Through this broad and integrated approach, the Illuminators function as a true extension of the Main Street program—supporting its mission not in isolated ways, but across all areas of impact. This level of engagement is both rare and highly effective. It allows the Downtown Development Authority to deliver more programming, maintain a higher standard of care within the district, and foster stronger relationships with businesses and residents.

More importantly, it demonstrates that volunteerism, when structured with intention and identity, can become a driving force behind the success of a downtown.

A Lasting and Scalable Model

The Illuminators Volunteer Corps represents an innovative approach to volunteer engagement—one that combines branding, accessibility, and meaningful work into a cohesive and scalable model.

They have demonstrated that volunteerism can become identity, and that identity can drive participation, visibility, and long-term impact.

Their continued growth and influence suggest that this model can serve as an example for other communities seeking to strengthen engagement and build a culture of positivity.

