



AGENDA

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

2. Roll Call and Determination of Quorum

3. Approval of Minutes

A. Approval of DDA Regular Meeting Minutes of March 17, 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. Consideration of Capital Project - Atwater Basketball Court

B. Request to Join Village Council Steering Committee

C. Watering Trailer Purchase

D. 2026-27 Annual Budget - Receipt and Approval

9. Reports, Resolutions and Recommendations

A. Report - Legal Objection to Council Referral

B. Report - Outside Attorney Opinion Requested by Council Committee

C. Executive Directors Report

D. Assistant Director's Report

10. Board Comments and Training Feedback

11. Next Regular Meeting - May 19, 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: April 21, 2026

TOPIC: Approval of DDA Regular Meeting Minutes of March 17, 2026

RECOMMENDED MOTION: To approve the Downtown Development Authority Board Regular Meeting Minutes of March 17, 2026.



MINUTES

REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Tuesday, March 17, 2026

6:30 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The March 17, 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 Alaina Campbell

Board Member Todd Garris

Board Member Chris Barnett – arrived at 6:36 PM

ABSENT

Board Member Lloyd Coe

President Teresa Rutt

STAFF PRESENT

Executive Director Matthew Gibb

Assistant Director Janet Bloom

Deputy Clerk/Treasurer Lynsey Blough

3. Approval of Minutes

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

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

VOTING YE: Burgess, Caruso, Shell, Lorant, Campbell, Garriss

VOTING NAY: None

ABSENT: Coe, Rutt, Barnett (not present for vote)

MOTION: Carried

4. Approval of Agenda

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to approve the Agenda of March 17, 2026 with the addition of 8C. Social District License.

VOTING YE: Burgess, Caruso, Shell, Lorant, Campbell, Garriss

VOTING NAY: None

ABSENT: Coe, Rutt, Barnett (not present for vote)

MOTION: Carried

5. 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 March 17, 2026 Consent Agenda by one vote, as presented.

VOTING YE: Burgess, Caruso, Shell, Lorant, Campbell, Garriss

VOTING NAY: None

ABSENT: Coe, Rutt, Barnett (not present for vote)

MOTION: Carried

A. Financial Reports

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to receive and file the financial reports for February 2026.

VOTING YE: Burgess, Caruso, Shell, Lorant, Campbell, Garriss

VOTING NAY: None

ABSENT: Coe, Rutt, Barnett (not present for vote)

MOTION: Carried

6. Call to the Public

None.

7. Financial Matters

A. Bill Approval

MOTION made by Board Member Campbell, Seconded by Secretary Lorant, to approve disbursements in the amount of \$27,974.07 for February 2026.

VOTING YE: Burgess, Caruso, Shell, Lorant, Campbell, Garriss

VOTING NAY: None
ABSENT: Coe, Rutt, Barnett (not present for vote)
MOTION: Carried

8. New and Old Business

A. Public Parking Overview and Recommendations

Executive Director Gibb provided an overview of the DDA’s public parking system, emphasizing its ongoing role in meeting community needs, particularly during peak seasons. He reviewed several parking lots, outlining past DDA investments, current conditions, and recommended actions. Key points included maintenance needs such as re-graveling the Slater Street lot, repairing a hazardous apron at the Whiskey’s lot, and renewing or updating lease agreements for properties including the State Farm and Tarr Properties lots. He also recommended discontinuing the School Administration lot lease due to its redevelopment into residential use. He noted minor outstanding lease payments to be resolved and requested Board approval to proceed with maintenance work, lease renewals, and necessary expenditures, with actions to be considered individually.

Chairperson Burgess requested clarification on payment amounts for the Caruso and Tarr Properties lot leases in preparation for a roll call vote. Executive Director Gibb confirmed the amounts and explained that the Caruso payment reflects two years of missed payments, while the Tarr payment reflects current obligations and increased property values.

Treasurer Shell questioned whether a motion was necessary, while Executive Director Gibb clarified the need to formally document the payments. Vice Chairperson Caruso inquired about recusal due to a potential conflict of interest, and Executive Director Gibb advised that recusal is at the member’s discretion, suggesting he consult the Board if unsure.

MOTION by Board Member Barnett, Seconded by Secretary Lorant, that Vice Chairperson Caruso abstain from voting on the Caruso parking lot due to a conflict of interest.

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

MOTION by Treasurer Shell, Seconded by Secretary Lorant, to authorize the Executive Director to procure gravel for the Slater Street Lot at a cost not to exceed \$1,000 from account 248-726-975-002 (Capital Outlay – Streets), and to rent necessary equipment at a cost not to exceed \$700 from account 248-260-940-000 (Equipment Rental), with gravel delivered, installed, and spread prior to May 16, 2026.

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

Council Member Dandalides requested that the DDA consider the Village’s potential implementation of paid parking when entering into future parking lot lease agreements, emphasizing the importance of avoiding lease terms that could restrict flexibility for future parking policies and encouraging consistency across DDA and Village-managed lots.

Council Member Campbell sought clarification regarding whether DDA-funded and maintained lots could be converted to paid parking without DDA approval, citing maintenance responsibilities.

Council Member Dandalides clarified that his intent was to encourage foresight rather than impose requirements, and Vice Chairperson Caruso noted that his lease contains no such restriction, with agreement that the matter should be considered in future agreements.

MOTION by Treasurer Shell, Seconded by Secretary Lorant, to authorize a new, renewable lease for the State Farm lot with the new ownership group, at \$1,200 per year, under terms consistent with other active DDA parking lease agreements including maintenance, snow and ice removal, and signage responsibilities.

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

MOTION by Board Member Barnett, Seconded by Secretary Lorant, to authorize this year’s payment for the Tarr Properties lot not to exceed \$2,475 and to offer renewal of the lease under the same terms.

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

MOTION by Treasurer Shell, Seconded by Secretary Lorant, to authorize the Executive Director to secure services for the repair of the South Apron at the Whiskey’s lot at a cost not to exceed \$8,000, with funding from account 248-730-975-006 (Capital Outlay -Parking).

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

MOTION by Treasurer Shell, Seconded by Secretary Lorant, to allow the lease for the School Administration lot to remain expired, to provide notice to the new property owners, and to remove existing signage.

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

MOTION by Board Member Barnett, Seconded by Lorant, to authorize payment of \$2,400 for the Caruso parking lot from account 248-728-801-000 (Contractual Services), as previously approved by the Board.

VOTING YEA: Burgess, Shell, Lorant, Campbell, Garris, Barnett

VOTING NAY: None

ABSENT: Coe, Rutt

MOTION: Carried

Vice Chairperson Caruso abstained from voting due to a conflict of interest.

B. Downtown Electrical Overview and Recommendations

Executive Director Gibb presented an update on the condition of the Downtown electrical and GFI systems, noting ongoing failures affecting streetlights, holiday lighting, and public outlets due to aging infrastructure from the original streetscape installation. He emphasized that the DDA has made significant long-term investments in Downtown and that maintenance responsibility for these systems has become a recurring issue.

He reported that multiple bids were received to assess and evaluate the electrical system, ranging widely in cost, and explained that this is only a preliminary evaluation of the broader scope of needed repairs and potential future costs.

He also referenced the existing DPW maintenance agreement, which includes responsibilities for diagnosis and repair of DDA-owned lighting and electrical systems, and stated his intent to formally notify the Village to clarify contractual obligations regarding maintenance. He emphasized that the goal is to establish clarity and ensure proper responsibility under the existing agreement.

MOTION made by Treasurer Shell, Seconded by Board Member Barnett, to authorize the Executive Director to issue a Notice to the Village of Lake Orion asking for the repair of all damaged outlets pursuant to both the executed contract for such services, and as a duty for damage caused by seasonal snow maintenance in Downtown.

VOTING YEA: Burgess, Shell, Caruso, Lorant, Campbell, Garris, Barnett

VOTING NAY: None

ABSENT: Coe, Rutt

MOTION: Carried

Vice Chairperson Caruso inquired about the DDA's reported \$20 million in cumulative infrastructure investment. Executive Director Gibb explained that the figure reflects total DDA and grant-funded investments in Downtown improvements, including parks, streetscapes, lighting, sidewalks, EV charging stations, and other public amenities, and noted that additional details would be highlighted at an upcoming Main Street Open House. Vice Chairperson Caruso acknowledged the value of these reinvestments and the use of tax capture funds for community infrastructure.

Board Member Barnett asked whether the DDA was currently in communication with the Village regarding ongoing maintenance and responsibility for infrastructure. Executive Director

Gibb responded that discussions are ongoing with DPW leadership regarding maintenance responsibilities and recent repairs, noting that while some work has been completed in coordination with the Village, cost-sharing and contractual obligations still need further clarification through continued discussions.

C. Social District License

MOTION by Board Member Barnett, Seconded by Secretary Lorant, to recommend approval of the application from fourteen (14) wineries partnering as Michigan By the Bottle for inclusion in the Lake Orion Social District, and to direct the Executive Director to facilitate presentment of a fully prepared Resolution of Approval of Permit for Village Council's consideration at its next meeting.

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

9. Reports, Resolutions and Recommendations

A. Executive Director Report

Executive Director Gibb reported on the March 26 Main Street Open House, including outreach efforts and anticipated reaccreditation for the 19th year. He noted new Board resource materials and upcoming distribution of a National Board handbook, with possible future training sessions.

He provided brief operational updates (storm cleanup, minor repairs, marketing coordination) and stated that budget development is underway, with efforts to obtain improved revenue data. The draft budget is expected soon and will show minimal changes, prioritizing fund balance stability.

Vice Chairperson Caruso asked about receiving board materials in PDF format and Executive Director Gibb indicated they will be provided electronically via flash drive.

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to receive and file the Executive Directors Report for March 2026.

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

B. Lumber Yard Report – Recommendations

Executive Director Gibb provided a status update on the project, noting progress on tenant commitments, traffic studies, MDOT coordination, and DTE service planning, with cost savings achieved by handling some work internally. He reported that PUD eligibility was recommended by the Planning Commission but delayed at Council due to lack of quorum and mixed feedback.

He stated the project is still moving forward, with permits planned for existing building renovations while final site plan development continues. He noted potential delays and added costs due to evolving requirements and indicated the project may shift to a phased approach if necessary to maintain progress and protect grant funding.

He also presented electrical planning proposals and recommended proceeding with the lowest quote despite a late submission, while acknowledging procedural considerations and requesting board direction.

Board Member Barnett asked for clarification on the project’s status following a reportedly contentious Council meeting and expressed concern about delays, rising costs, and lack of coordination. He emphasized the need for collaboration among stakeholders and offered support to help move the project forward efficiently.

Council Member Dandalides clarified that the PUD item was tabled due to insufficient Council attendance to secure the required votes, noting the discussion itself was generally positive.

Executive Director Gibb responded by reaffirming that the project is still progressing, though facing some delays, and may require phasing if approvals are not timely. He also highlighted challenges with inconsistent planning guidance due to turnovers and reiterated the importance of maintaining momentum, including his recommendation to proceed with the lowest electrical proposal.

MOTION made by Board Member Barnett, Seconded by Secretary Lorant, to recommend and accept the proposal from Triple R under the policy, that allows the Board to acknowledge what came in, waive any requirements in favor of the recommendation.

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

Executive Director Gibb shared architectural proposals from Davis & Davis but recommended no action at this time, noting additional planning is needed. He stated updated plans will be required for PUD approval and that additional quotes will be obtained for comparison, with the item returning next month.

Vice Chairperson Caruso asked for clarification on “as-built” drawings. Executive Director Gibb explained these are detailed records of existing structures, documenting how they were constructed to support inspections and ensure compliance with historic preservation requirements.

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, to receive and file the Lumber Yard Progress Report.

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

MOTION: Carried

C. Committee’s Minutes

Assistant Director Bloom reported on committee activity, noting Economic Vitality Committee and Design Committee are being restructured, while Organization Committee efforts increased volunteer engagement through the Illuminators Program. Promotions Committee work included evaluating and categorizing events, identifying approximately 15 DDA-led events, and recognizing a need to better balance the annual event schedule. A new event intake form is being piloted to formalize DDA support for partner events.

Chairperson Burgess expressed concern with labeling 15 events as “Signature Events,” noting the term traditionally refers to only a few major events and recommending clearer terminology. Vice Chairperson Caruso asked for clarification on event categories and noted fewer events appear to meet “Signature” criteria. Assistant Director Bloom agreed to refine definitions and labeling moving forward.

MOTION made by Treasurer Shell, Seconded by Secretary Lorant, receive and file the Committee’s Minutes.

VOTING YEA: Burgess, Shell, Caruso, Lorant, Campbell, Garris, Barnett

VOTING NAY: None

ABSENT: Coe, Rutt

MOTION: Carried

D. Assistant Director’s Report

Assistant Director Bloom provided updates on upcoming events and programs, including the Main Street Oakland County Breakfast Summit, Main Street Open House (March 26), Spring Cleanup (May 9), and Art & Flower Fair (May 16–17). She encouraged participation in the Shop OC Main Streets campaign and noted ongoing marketing efforts, volunteer engagement, and business outreach. She highlighted new and ongoing initiatives, including the Downtown LODown meetings, restaurant roundtables, and upcoming small business trainings and workshops. She also reported recent and upcoming ribbon cuttings and continued efforts to expand partnerships, sponsorships, and business support programs.

Executive Director Gibb highlighted the successful and efficient opening of a new downtown business (COSMedics) as an example of effective collaboration between the DDA, businesses, and the Building Department.

Secretary Lorant and Board Members briefly discussed participation in the upcoming Dragon Boat event.

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

VOTING YEA: Burgess, Shell, Caruso, Lorant, Campbell, Garris, Barnett

VOTING NAY: None

ABSENT: Coe, Rutt

MOTION: Carried

Chairperson Burgess asked whether downtown electrical issues would impact readiness for the Art & Flower Fair, noting vendors' reliance on functional outlets. Executive Director Gibb stated that portions of the system are expected to be operational, but not all circuits will function. He noted some outages may be related to recent damage and explained that temporary power solutions through DTE and DDA-controlled metering points are being explored to support the event while minimizing cost. He indicated the event should still be successful despite limitations.

10. Board Comments and Training Feedback

Board Member Campbell extended a warm welcome to Board Member Garris, highlighting his experience as a downtown business owner and expressing confidence in his contributions to the community. She also encouraged public attendance at the Main Street Open House on March 26, noting the celebration of 19 years of Main Street accreditation and promoting community involvement through the Illuminator program.

Vice Chairperson Caruso echoed the welcome, expressing appreciation for Board Member Garris's commitment and confidence in his positive impact on the Board. He also emphasized the significance of the Main Street Open House as an opportunity to showcase the DDA's contributions, noted strong economic vitality during St. Patrick's Day, and shared enthusiasm for the upcoming spring and summer season.

Treasurer Shell offered his welcome and thanked staff for their continued efforts. He encouraged collaboration to advance the Lumberyard project and called for accountability among those, including certain Council Members, who may be impeding progress.

Secretary Lorant joined in welcoming Board Member Garris and noted that a recent meeting and review of the board member handbook served as a valuable refresher. He encouraged continued focus and collaboration, emphasizing that efforts should remain centered on progress rather than personal matters.

Board Member Garris expressed appreciation for the warm reception and the opportunity to serve, and shared enthusiasm for contributing to the Board's work and advancing its goals collaboratively.

Board Member Barnett welcomed Board Member Garris and spoke passionately about the Board's potential impact. He reflected on the success of a past corridor improvement initiative as an example of effective collaboration, emphasized the opportunity to similarly transform downtown, and called for greater unity, accountability, and urgency among stakeholders.

Chairperson Burgess expressed pride in the Board's accomplishments, particularly improvements to the Lumberyard site, and optimism for future development. She reinforced the importance of partnership, collaboration, and maintaining a positive, unified approach to achieving continued community success.

11. Next Regular Meeting - April 21, 2026

12. Adjournment

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

VOTING YEA: Burgess, Caruso, Shell, Lorant, Campbell, Garris, Barnett

VOTING NAY: None

ABSENT: Coe, Rutt

MOTION: Carried

The March 17, 2026 Downtown Development Authority Board Regular Meeting adjourned at 8:08 PM.

Debbie Burgess
Chairperson

Lynsey Blough, CMC
Deputy Clerk/Treasurer

Sonja Stout
Village Clerk/Treasurer

Date Approved: as presented on April 21, 2026



DDA ACTION SUMMARY SHEET

MEETING DATE: April 21, 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 March 2026.

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 03/31/2026

% Fiscal Year Completed: 75.07

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

Section 6, Item A.

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	Activity For 03/31/2026	Available Balance 03/31/2026	% 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	682,940.52	0.00	364,436.48	65.20
248-000-402-100	Property Tax - Twp DDA Capture	0.00	0.00	0.00	0.00	0.00
248-000-405-000	Property Tax - Personal	0.00	0.00	0.00	0.00	0.00
248-000-412-000	Property Tax - DPPT P/Y & C/Y	3,370.00	1,592.19	0.00	1,777.81	47.25
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	11,199.54	0.00	(1,491.54)	115.36
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	3,000.00	0.00	32,000.00	8.57
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	892,604.50	0.00	1,263,937.50	41.39
Revenues		2,156,542.00	892,604.50	0.00	1,263,937.50	41.39
Account Category: Expenditures						
Department: 260 GENERAL ACTIVITIES						
248-260-701-000	Executive Director Wages	84,000.00	70,423.31	6,461.60	13,576.69	83.84
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	51,612.11	5,461.60	21,517.89	70.58
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	10,074.14	912.12	5,179.86	66.04
248-260-716-000	Health Insurance- Medical	14,820.00	16,735.16	3,102.96	(1,915.16)	112.92
248-260-717-000	Life & Disability Insurance	1,562.00	1,334.11	149.90	227.89	85.41
248-260-718-000	Dental Insurance	1,132.00	792.54	89.48	339.46	70.01
248-260-719-000	Pension	6,720.00	10,358.05	0.00	(3,638.05)	154.14
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 03/31/2026

% Fiscal Year Completed: 75.07

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

Section 6, Item A.

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	Activity For 03/31/2026	Available Balance 03/31/2026	% Bdg't Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Account Category: Expenditures						
Department: 260 GENERAL ACTIVITIES						
248-260-721-000	Vision Care	720.00	136.89	15.38	583.11	19.01
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	15,592.35	119.88	4,407.65	77.96
248-260-801-002	CONTRACTUAL SERVICES - PUBLIC SAFETY	103,000.00	103,000.00	68,666.68	0.00	100.00
248-260-801-003	CONTRACT SERVICES - DPW FEE	27,211.00	13,605.16	0.00	13,605.84	50.00
248-260-801-004	CONTRACTUAL SERVICES - PA57	62,643.00	62,643.00	0.00	0.00	100.00
248-260-801-005	Contractual Services- Township	6,700.00	9,296.57	0.00	(2,596.57)	138.75
248-260-801-012	Contractual Services-Parking Code En	0.00	0.00	0.00	0.00	0.00
248-260-801-022	SPECIAL SERVICES- EVENTS	0.00	0.00	0.00	0.00	0.00
248-260-801-023	Contract Services-DPW event support	0.00	0.00	0.00	0.00	0.00
248-260-801-033	Contract Services-DPW snow removal	0.00	0.00	0.00	0.00	0.00
248-260-805-000	Audit Fees	5,900.00	393.00	0.00	5,507.00	6.66
248-260-810-000	Legal Services	3,500.00	1,999.75	0.00	1,500.25	57.14
248-260-823-000	Website/Software	4,200.00	2,011.04	237.39	2,188.96	47.88
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	2,423.89	327.65	1,076.11	69.25
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	3,491.37	527.56	4,308.63	44.76
248-260-921-000	Municipal Street Lighting	13,780.00	9,584.57	1,273.90	4,195.43	69.55
248-260-930-000	Repair and Maintenance	1,870.00	0.00	0.00	1,870.00	0.00
248-260-930-002	Building Maintenance	1,200.00	101.51	0.00	1,098.49	8.46
248-260-940-000	Equipment Rental	1,500.00	560.07	26.45	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	4,000.00	4,010.48	0.00	(10.48)	100.26
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	130.00	436.93	77.00
248-260-957-000	Education & Training	8,000.00	1,044.45	0.00	6,955.55	13.06
248-260-958-000	General Activities Misc	5,900.00	3,084.68	42.41	2,815.32	52.28
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	289.18	1,531.00	23.45
Total Dept 260 - GENERAL ACTIVITIES		656,727.00	428,984.36	87,834.14	227,742.64	65.32
Department: 725 ORGANIZATION						
248-725-822-000	Newsletter	1,000.00	65.00	65.00	935.00	6.50
248-725-824-000	Volunteer Recognition & Dvp.	1,700.00	357.34	0.00	1,342.66	21.02
248-725-825-000	Gift Certificate Redemption	5,000.00	1,612.75	25.00	3,387.25	32.26
248-725-826-000	Historic Celebration/Education	2,500.00	281.22	0.00	2,218.78	11.25
248-725-827-000	Awareness Program	2,300.00	2,116.08	0.00	183.92	92.00
248-725-864-000	Grant & Scholarship Distribution	3,000.00	2,500.00	0.00	500.00	83.33

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 03/31/2026

% Fiscal Year Completed: 75.07

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

Section 6, Item A.

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	Activity For 03/31/2026	Available Balance 03/31/2026	% 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	7,621.39	90.00	9,078.61	45.64
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	285.00	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	42,321.14	0.00	169,678.86	19.96
Total Dept 726 - DESIGN		593,290.00	256,827.13	285.00	336,462.87	43.29
Department: 728 ECONOMIC DEVELOPMENT						
248-728-801-000	Contractual Services	17,800.00	7,399.52	0.00	10,400.48	41.57
248-728-860-000	Trolley Expense	18,900.00	3,069.34	1,342.83	15,830.66	16.24
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	500.00	0.00
248-728-864-000	Grant & Scholarship Distribution	1,000.00	0.00	0.00	1,000.00	0.00
248-728-886-000	Marketing Materials	2,500.00	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	50.00	1,792.23	23.73
248-728-888-000	Brand Marketing	23,700.00	20,412.56	0.00	3,287.44	86.13
248-728-888-001	Contractual Services Brand Marketing	12,000.00	2,603.24	0.00	9,396.76	21.69
Total Dept 728 - ECONOMIC DEVELOPMENT		80,210.00	34,739.19	1,392.83	45,470.81	43.31
Department: 729 PROMOTION						
248-729-880-000	Event Promotion	2,500.00	1,088.74	0.00	1,411.26	43.55
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	1,042.57	65.25
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	92.98	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	1,265.00	0.00	335.00	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 03/31/2026

% Fiscal Year Completed: 75.07

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

Section 6, Item A.

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	Activity For 03/31/2026	Available Balance 03/31/2026	% Bdg 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	38,417.21	92.98	14,682.79	72.35
Department: 730						
248-730-253-885	Knox Box Grant Program	0.00	0.00	0.00	0.00	0.00
248-730-885-100	Knox Box Grant Program	2,000.00	0.00	0.00	2,000.00	0.00
248-730-931-000	Repair & Maintenance-Equipment	0.00	0.00	0.00	0.00	0.00
248-730-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00
248-730-965-301	Interfund TRF 2023 DDA Bond Project	420,721.00	0.00	0.00	420,721.00	0.00
248-730-965-404	Transfer Out - DDA Property Acq Fund	0.00	0.00	0.00	0.00	0.00
248-730-965-592	Transfers To Water/Sewer Fund	0.00	0.00	0.00	0.00	0.00
248-730-975-000	Capital Outlay	0.00	0.00	0.00	0.00	0.00
248-730-975-003	DDA Capital Outlay	2,500.00	0.00	0.00	2,500.00	0.00
248-730-975-005	DDA Capital Outlay- wayfinding/Light	0.00	0.00	0.00	0.00	0.00
248-730-975-006	DDA Capital Outlay - Parking	10,000.00	942.85	0.00	9,057.15	9.43
248-730-975-009	Capital Outlay - Dumpsters	5,000.00	0.00	0.00	5,000.00	0.00
248-730-975-011	Capital Outlay - Trail Extensi	4,300.00	0.00	0.00	4,300.00	0.00
248-730-975-015	Capitla Outlay- Outdoor Sound	0.00	0.00	0.00	0.00	0.00
248-730-975-020	Capital Outlay Parks & rec	0.00	0.00	0.00	0.00	0.00
248-730-992-000	Bond Principal	0.00	0.00	0.00	0.00	0.00
248-730-995-000	Bond Interest	0.00	0.00	0.00	0.00	0.00
Total Dept 730		444,521.00	942.85	0.00	443,578.15	0.21
Expenditures		1,844,548.00	767,532.13	89,694.95	1,077,015.87	41.61
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		2,156,542.00	892,604.50	0.00	1,263,937.50	41.39
TOTAL EXPENDITURES		1,844,548.00	767,532.13	89,694.95	1,077,015.87	41.61
NET OF REVENUES & EXPENDITURES:		311,994.00	125,072.37	(89,694.95)	186,921.63	
BEG. FUND BALANCE		385,962.46	385,962.46			
END FUND BALANCE		697,956.46	511,034.83			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 03/31/2026

% Fiscal Year Completed: 75.07

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Section 6, Item A.

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	Activity For 03/31/2026	Available Balance 03/31/2026	% Bdg 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	773.24	0.00	126.76	85.92
301-000-671-999	Appropriation from Fund Balanc	0.00	0.00	0.00	0.00	0.00
301-000-699-301	TRF in from DDA	420,721.00	0.00	0.00	420,721.00	0.00
Total Dept 000 - REVENUE		421,621.00	773.24	0.00	420,847.76	0.18
Revenues		421,621.00	773.24	0.00	420,847.76	0.18
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	139,612.53	0.00	34,887.47	80.01
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	202,562.97	0.00	469,957.03	30.12
Total Dept 901 - CAPITAL OUTLAY		847,020.00	342,175.50	0.00	504,844.50	40.40
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	60,000.00	0.00	100.00
301-905-992-004	2023 DDA BONDS TAX EXEMPT PRINCIPAL	160,000.00	160,000.00	160,000.00	0.00	100.00
301-905-993-001	2023 DDA BOND TAXABLE INTEREST SERIE	73,921.00	73,921.00	36,960.50	0.00	100.00
301-905-993-002	2023 DDA TAX EXEMPT BOND INTEREST A	126,800.00	126,800.00	63,400.00	0.00	100.00
Total Dept 905 - Downtown Dev Bond 2023		420,721.00	421,721.00	320,360.50	(1,000.00)	100.24
Expenditures		1,267,741.00	763,896.50	320,360.50	503,844.50	60.26
Fund 301 - DOWNTOWN DEV BOND PROJECT 2023:						
TOTAL REVENUES		421,621.00	773.24	0.00	420,847.76	0.18
TOTAL EXPENDITURES		1,267,741.00	763,896.50	320,360.50	503,844.50	60.26
NET OF REVENUES & EXPENDITURES:		(846,120.00)	(763,123.26)	(320,360.50)	(82,996.74)	
BEG. FUND BALANCE		2,580,888.81	2,580,888.81			
END FUND BALANCE		1,734,768.81	1,817,765.55			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 03/31/2026

% Fiscal Year Completed: 75.07

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

Section 6, Item A.

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	Activity For 03/31/2026	Available Balance 03/31/2026	% Bdgt Used
Fund: 403 DDA PUBLIC INFRASTRUCTURE FUND						
Account Category: Revenues						
Department: 000 REVENUE						
403-000-664-000	Interest Earnings	0.00	49.46	0.00	(49.46)	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	49.46	0.00	112,943.54	0.04
Revenues		112,993.00	49.46	0.00	112,943.54	0.04
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	49.46	0.00	112,943.54	0.04
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		112,993.00	49.46	0.00	112,943.54	
BEG. FUND BALANCE		142,459.99	142,459.99			
END FUND BALANCE		255,452.99	142,509.45			

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ORION

Balance As of 03/31/2026

% Fiscal Year Completed: 75.07

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

Section 6, Item A.

GL Number	Description	25-26 Amended Budget	YTD Balance 03/31/2026	Activity For 03/31/2026	Available Balance 03/31/2026	% Bdgt Used
Fund: 404 DDA PROPERTY ACQUISITION						
Account Category: Revenues						
Department: 000 REVENUE						
404-000-664-000	Interest Earnings	0.00	58.89	0.00	(58.89)	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	58.89	0.00	(58.89)	100.00
Revenues		0.00	58.89	0.00	(58.89)	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	58.89	0.00	(58.89)	100.00
TOTAL EXPENDITURES		169,436.00	0.00	0.00	169,436.00	0.00
NET OF REVENUES & EXPENDITURES:		(169,436.00)	58.89	0.00	(169,494.89)	
BEG. FUND BALANCE		169,578.15	169,578.15			
END FUND BALANCE		142.15	169,637.04			
Report Totals:						
TOTAL REVENUES - ALL FUNDS		2,691,156.00	893,486.09	0.00	1,797,669.91	33.20
TOTAL EXPENDITURES - ALL FUNDS		3,281,725.00	1,531,428.63	410,055.45	1,750,296.37	46.67
NET OF REVENUES & EXPENDITURES:		(590,569.00)	(637,942.54)	(410,055.45)	47,373.54	

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ORION
Balance As of 03/31/2026

Section 6, Item A.

GL Number	Description	YTD Balance 03/31/2025	03/31/2026
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND			
*** Assets ***			
Account Classification: CASH CHECKING			
248-000-001-000	Cash	568.96	1,611.38
248-000-007-000	Payroll-checking	(250.00)	(250.00)
	CASH CHECKING	318.96	1,361.38
Account Classification: CASH SAVINGS			
248-000-002-000	Cash Savings	938,843.53	121,333.12
248-000-010-000	Investment/LGIP County Inv	418,532.47	434,014.75
248-000-011-000	Cash - Payroll Savings	(5,246.03)	(46,753.22)
	CASH SAVINGS	1,352,129.97	508,594.65
	Total Assets	1,352,448.93	509,956.03
*** Liabilities ***			
Account Classification: ACCOUNTS PAYABLE			
248-000-202-000	Accounts Payable	(2,013.84)	(1,367.68)
	ACCOUNTS PAYABLE	(2,013.84)	(1,367.68)
Account Classification: ACCRUED AND OTHER LIAB			
248-000-213-000	Accrued Property Tax - Est Chargebacks	400.00	400.00
248-000-228-001	FICA W/H - Medicare	(21.06)	(21.06)
248-000-228-002	FICA- Social Security withheld	(90.06)	(90.06)
	ACCRUED AND OTHER LIAB	288.88	288.88
	Total Liabilities	(1,724.96)	(1,078.80)
*** Fund Equity ***			
Account Classification: FUND BALANCE			
248-000-390-000	Fund Balance - Unassigned	356,811.12	385,962.46
	FUND BALANCE	356,811.12	385,962.46
	Total Fund Equity	356,811.12	385,962.46
Total Fund 248:			
TOTAL ASSETS		1,352,448.93	509,956.03
BEG. FUND BALANCE		356,811.12	385,962.46
+ NET OF REVENUES & EXPENDITURES		997,362.77	125,072.37
= ENDING FUND BALANCE		1,354,173.89	511,034.83
+ LIABILITIES		(1,724.96)	(1,078.80)
= TOTAL LIABILITIES AND FUND BALANCE		1,352,448.93	509,956.03

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ORION
Balance As of 03/31/2026

Section 6, Item A.

GL Number	Description	YTD Balance 03/31/2025	03/31/2026
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023			
*** Assets ***			
Account Classification: CASH CHECKING			
301-000-001-000	Cash	56,386.80	56,386.80
	CASH CHECKING	56,386.80	56,386.80
Account Classification: CASH SAVINGS			
301-000-002-000	CASH	2,159,285.79	1,789,871.63
301-000-011-000	Cash - Payroll Savings	(790.44)	(26,523.70)
	CASH SAVINGS	2,158,495.35	1,763,347.93
Total Assets		2,214,882.15	1,819,734.73
*** Liabilities ***			
Account Classification: DUE TO INTERFUND			
301-000-214-101	Due to General Fund	1,969.18	1,969.18
	DUE TO INTERFUND	1,969.18	1,969.18
Total Liabilities		1,969.18	1,969.18
*** Fund Equity ***			
Account Classification: FUND BALANCE			
301-000-390-000	Fund Balance - Unassigned	2,794,812.47	2,580,888.81
	FUND BALANCE	2,794,812.47	2,580,888.81
Total Fund Equity		2,794,812.47	2,580,888.81
Total Fund 301:			
TOTAL ASSETS		2,214,882.15	1,819,734.73
BEG. FUND BALANCE		2,794,812.47	2,580,888.81
+ NET OF REVENUES & EXPENDITURES		(581,899.50)	(763,123.26)
= ENDING FUND BALANCE		2,212,912.97	1,817,765.55
+ LIABILITIES		1,969.18	1,969.18
= TOTAL LIABILITIES AND FUND BALANCE		2,214,882.15	1,819,734.73

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ORION
Balance As of 03/31/2026

Section 6, Item A.

		YTD Balance	
GL Number	Description	03/31/2025	03/31/2026
Fund: 403 DDA PUBLIC INFRASTRUCTURE FUND			
*** Assets ***			
Account Classification: CASH SAVINGS			
403-000-002-000	CASH	0.00	142,509.45
	CASH SAVINGS	0.00	142,509.45
	Total Assets	0.00	142,509.45
*** Fund Equity ***			
Account Classification: FUND BALANCE			
403-000-390-000	Fund Balance - Unassigned	0.00	142,459.99
	FUND BALANCE	0.00	142,459.99
	Total Fund Equity	0.00	142,459.99
Total Fund 403:			
TOTAL ASSETS		0.00	142,509.45
BEG. FUND BALANCE		0.00	142,459.99
+ NET OF REVENUES & EXPENDITURES		0.00	49.46
= ENDING FUND BALANCE		0.00	142,509.45
+ LIABILITIES		0.00	0.00
= TOTAL LIABILITIES AND FUND BALANCE		0.00	142,509.45

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ORION
Balance As of 03/31/2026

Section 6, Item A.

GL Number	Description	YTD Balance 03/31/2025	03/31/2026
Fund: 404 DDA PROPERTY ACQUISITION			
*** Assets ***			
Account Classification: CASH SAVINGS			
404-000-002-000	Cash-Savings-DDA Property Acq.	169,552.95	169,637.04
	CASH SAVINGS	169,552.95	169,637.04
	Total Assets	169,552.95	169,637.04
*** Fund Equity ***			
Account Classification: FUND BALANCE			
404-000-390-000	Fund Balance - Unassigned	169,464.87	169,578.15
	FUND BALANCE	169,464.87	169,578.15
	Total Fund Equity	169,464.87	169,578.15
Total Fund 404:			
TOTAL ASSETS		169,552.95	169,637.04
BEG. FUND BALANCE		169,464.87	169,578.15
+ NET OF REVENUES & EXPENDITURES		88.08	58.89
= ENDING FUND BALANCE		169,552.95	169,637.04
+ LIABILITIES		0.00	0.00
= TOTAL LIABILITIES AND FUND BALANCE		169,552.95	169,637.04



DDA ACTION SUMMARY SHEET

MEETING DATE: April 21, 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 \$403,195.80 for March 2026.

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 03/01/2026 - 03/31/2026

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	35773
248-000-228-001	Remittance	IRS	Remittance Check	86.43	421
248-000-228-001	Remittance	IRS	Remittance Check	86.43	421
248-000-228-001	Remittance	IRS	Remittance Check	86.45	422
248-000-228-001	Remittance	IRS	Remittance Check	86.45	422
248-000-228-002	Remittance	IRS	Remittance Check	369.62	421
248-000-228-002	Remittance	IRS	Remittance Check	369.62	421
248-000-228-002	Remittance	IRS	Remittance Check	369.62	422
248-000-228-002	Remittance	IRS	Remittance Check	369.62	422
248-000-230-000	Remittance	IRS	Remittance Check	386.85	421
248-000-230-000	Remittance	IRS	Remittance Check	386.85	422
248-000-231-002	Remittance	PRINCIPAL LIFE INSURANCE C	Remittance Check	7.66	35777
248-000-232-000	Remittance	AMERICAN UNITED LIFE INSUR	Remittance Check	149.90	35770
248-000-237-002	Remittance	EMPOWER TRUST CO. LLC	Remittance Check	894.24	424
248-000-247-000	Remittance	PRINCIPAL LIFE INSURANCE C	Remittance Check	89.48	35776
248-000-247-000	Remittance	PRINCIPAL LIFE INSURANCE C	Remittance Check	15.38	35778
248-000-247-000	Remittance	BLUE CARE NETWORK OF MICH	Remittance Check	1,042.96	35771
Total Department 000 REVENUE				5,259.66	
Department: 260 GENERAL ACTIVITIES					
248-260-801-000	2743 - 2.18.26 HUSKY BAGS	HOME DEPOT CREDIT SERVICES	GARBAGE BAGS	119.88	35717
248-260-801-002	PUBLIC SAFETY CONTRACT 25-	VILLAGE OF LAKE ORION	PUBLIC SAFETY CONTRACT - FINAL 25-26	68,666.68	35769
248-260-823-000	CANVAINV 04779-0167958	COMERICA BANK	FEB CC MATT	119.40	347
248-260-823-000	OPENAI - INV UOV06D46	COMERICA BANK	FEB CC MATT	20.00	347
248-260-823-000	FLOWCODE - BC3953D1	COMERICA BANK	FEB CC MATT	9.95	347
248-260-823-000	CLICKUPT9009138990	COMERICA BANK	FEB CC MATT	38.00	347
248-260-823-000	IONOS - 202060292057	COMERICA BANK	FEB CC MATT	28.85	347
248-260-823-000	ADOBE 3374758924	COMERICA BANK	FEB CC MATT	21.19	347
248-260-851-000	MISWITCH - 740542	COMERICA BANK	FEB CC MATT	92.97	347
248-260-851-000	COMCAST8529101420028897	COMERICA BANK	FEB CC MATT	234.68	347
248-260-920-000	COMSUMERS 4795887490	COMERICA BANK	FEB CC MATT	442.09	347
248-260-920-000	ACCT 910018071613	DTE ENERGY	OFFICE DTE	85.47	35749
248-260-921-000	910018071993 165 S BROADWA	DTE ENERGY	STREETLIGHTS DTE	30.36	35748
248-260-921-000	920009543389 90 S ANDERSON	DTE ENERGY	STREETLIGHTS DTE	289.87	35748
248-260-921-000	910040951725 22 SHADBOLT	DTE ENERGY	STREETLIGHTS DTE	211.06	35748
248-260-921-000	910040951600 491 S BROADWA	DTE ENERGY	STREETLIGHTS DTE	95.20	35748
248-260-921-000	910040951659 38 E FLINT	DTE ENERGY	STREETLIGHTS DTE	540.11	35748
248-260-921-000	INV 200396165636 - 38 S WA	DTE ENERGY	STREETLIGHTS DTE	65.42	35748
248-260-921-000	INV 200396165637 - 380 S B	DTE ENERGY	STREETLIGHTS DTE	41.88	35748
248-260-940-000	UHAUL	COMERICA BANK	FEB CC MATT	26.45	347
248-260-956-000	INV 963989-1	MICHIGAN RETAILERS ASSOCIA	ANNUAL MEMBERSHIP	130.00	35757
248-260-958-000	INV 97233 - MATS	Darwe1 ENTERPRISES LLC	OFFCIE MATS	25.58	35710
248-260-958-000	RECPT 1866-7748	COMERICA BANK	JAN 2026 CC - BLOOM	10.00	343
248-260-958-000	COFFEE - OFFCIE	COMERICA BANK	FEBRUARY CC 2026- BLOOM	6.83	343
248-260-974-000	BEST BUY - CONFERENCE PHON	COMERICA BANK	FEB CC MATT	289.18	347
Total Department 260 GENERAL ACTIVITIES				71,641.10	
Department: 725 ORGANIZATION					
248-725-822-000	SNAPRETAIL 18022	COMERICA BANK	FEB CC MATT	65.00	347
248-725-825-000	DWTN DOLLAR CERT 4729	SAGEBRUSH CANTINA	DOWNTOWN DOLLARS 4729	25.00	35762

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 03/01/2026 - 03/31/2026

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: 725 ORGANIZATION					
Total Department 725 ORGANIZATION				90.00	
Department: 726 DESIGN					
248-726-801-000	SPAREBOX0068	COMERICA BANK	FEB CC MATT	285.00	347
Total Department 726 DESIGN				285.00	
Department: 728 ECONOMIC DEVELOPMENT					
248-728-860-000	INV 268	NOTA	FINAL TROLLEY NIVOICING	576.14	35758
248-728-860-000	INV 269	NOTA	FINAL TROLLEY NIVOICING	766.69	35758
248-728-886-002	LAKE ORION EQUIPMENT	COMERICA BANK	FEB CC MATT	50.00	347
248-728-886-002	KROGER - PROPANE	COMERICA BANK	FEB CC MATT	(46.62)	347
248-728-886-002	KROGER	COMERICA BANK	FEB CC MATT	46.62	347
Total Department 728 ECONOMIC DEVELOPMENT				1,392.83	
Department: 729 PROMOTION					
248-729-880-008	OFFICE SUPPLIES - AUTO ZON	COMERICA BANK	FEBRUARY CC 2026- BLOOM	21.19	343
248-729-880-008	GFS - ICE FEST	COMERICA BANK	FEBRUARY CC 2026- BLOOM	44.49	343
248-729-880-008	GFS - ICE FEST	COMERICA BANK	FEBRUARY CC 2026- BLOOM	129.89	343
248-729-880-008	DOLLAR TREE - ICE FEST	COMERICA BANK	FEBRUARY CC 2026- BLOOM	16.17	343
248-729-880-008	DUNHAMS - ICE FEST	COMERICA BANK	FEBRUARY CC 2026- BLOOM	10.57	343
248-729-880-008	GFS - ICE FEST	COMERICA BANK	FEBRUARY CC 2026- BLOOM	41.20	343
248-729-880-008	DOLLAR TREE - RETURN	COMERICA BANK	FEBRUARY CC 2026- BLOOM	0.00	343
248-729-880-008	DOLLAR TREE - RETURN	COMERICA BANK	FEBRUARY CC 2026- BLOOM	0.00	343
248-729-880-008	GFS - RETURN	COMERICA BANK	FEBRUARY CC 2026- BLOOM	0.00	343
248-729-880-008	GFS - RETURN	COMERICA BANK	FEBRUARY CC 2026- BLOOM	0.00	343
248-729-880-008	GFS - RETURN	COMERICA BANK	FEBRUARY CC 2026- BLOOM	0.00	343
248-729-880-008	GFS - RETURN	COMERICA BANK	FEBRUARY CC 2026- BLOOM	0.00	343
248-729-880-008	MEIJER - RETURN	COMERICA BANK	FEBRUARY CC 2026- BLOOM	0.00	343
248-729-880-008	EVENT PROMO-ICE FEST	COMERICA BANK	FEBRUARY CREDITS	(6.89)	343
248-729-880-008	EVENT PROMO-ICE FEST	COMERICA BANK	FEBRUARY CREDITS	(2.65)	343
248-729-880-008	EVENT PROMO-ICE FEST	COMERICA BANK	FEBRUARY CREDITS	(36.03)	343
248-729-880-008	EVENT PROMO-ICE FEST	COMERICA BANK	FEBRUARY CREDITS	(48.33)	343
248-729-880-008	EVENT PROMO-ICE FEST	COMERICA BANK	FEBRUARY CREDITS	(207.25)	343
248-729-880-008	EVENT PROMO-ICE FEST	COMERICA BANK	FEBRUARY CREDITS	(3.27)	343
248-729-880-008	AMAZON - ICE FEST 113-9481	COMERICA BANK	FEB CC MATT	133.89	347
Total Department 729 PROMOTION				92.98	
Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND				78,761.57	
Fund: 301 DOWNTOWN DEV BOND PROJECT 2023					
Department: 905 DOWNTOWN Dev Bond 2023					
301-905-992-003	LKORIONMI23B - PRINCIPAL	ARGENT INSTITUTIONAL TRUST BOND DEBT		60,000.00	35701
301-905-992-004	LKORIONMI23A - PRINCIPAL	ARGENT INSTITUTIONAL TRUST BOND DEBT		160,000.00	35701
301-905-993-001	LKORIONMI23B - INTEREST	ARGENT INSTITUTIONAL TRUST BOND DEBT		36,960.50	35701
301-905-993-002	LKORIONMI23A - INTEREST	ARGENT INSTITUTIONAL TRUST BOND DEBT		63,400.00	35701
Total Department 905 DOWNTOWN Dev Bond 2023				320,360.50	
Total Fund 301 DOWNTOWN DEV BOND PROJECT 2023				320,360.50	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF LAKE ORION

EXP CHECK RUN DATES 03/01/2026 - 03/31/2026

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	78,761.57	
		301	DOWNTOWN DEV BOND PROJECT 2023	320,360.50	
		Total For All Funds:		399,122.07	

Janet March 2026 Transactions Credit Card Report				
Trans Date	Merchant	GL#	Explanation	Amount
3/6/2026	ZAPP software	248-729-880-000	Art & Flower Fair booth	\$25.00
3/8/2026	America in Bloom	248-260-957-000	Membership	\$850.00
3/26/2026	Dollar Tree	248-725-826-000	Main St. Open House event supplies	\$9.13
3/26/2026	Meijer	248-725-826-000	Main St. Open House event supplies	\$66.37
			Total:	\$950.50

Matt March 2026 Transactions Credit Card Report				
Trans Date	Merchant	GL#	Explanation	Amount
2/28/2026	OpenAI ChatGPT	248-260-823-000	Software	\$20.00
3/1/2026	MiSwitch	248-260-851-000	Cont. Services	\$ 92.97
3/3/2026	Office Depot	248-260-958-000	Ink	\$1,111.90
3/7/2026	Flowcode	248-260-823-000	Software	\$ 9.95
3/9/2026	Amazon	248-260-801-000	Supplies	\$180.85
3/9/2026	Vistaprint	248-725-826-000	Postcards	\$154.32
3/10/2026	Free Conf. Call	248-260-823-000	Software	\$ 39.00
3/11/2026	Amazon	248-725-826-000	Frames	\$27.31
3/12/2026	SnapRetail	248-725-822-000	Software	\$ 65.00
3/13/2026	ClickUp	248-260-823-000	Software	\$ 38.00
3/15/2026	Sparebox Storage	248-726-801-000	Storage Rental	\$ 285.00
3/16/2026	UPS Store	248-260-957-000	Copies	\$296.42
3/16/2026	Meijer	248-260-957-000	Binders	\$65.27
3/18/2026	Ionos	248-260-823-000	Cont. Services	\$ 28.85
3/18/2026	USPS	248-725-826-000	Postage	\$187.20
3/21/2026	Great Lakes Ace	248-260-930-002	Supplies	\$61.18
3/22/2026	Adobe	248-260-823-000	Software	\$ 21.19
3/25/2026	Comcast	248-260-823-000	Internet	\$ 234.68
3/26/2026	Kroger	248-725-826-000	Supplies	\$25.87
3/26/2026	Kroger	248-725-826-000	Supplies	\$4.78
3/30/2026	OpenAI ChatGPT	248-260-823-000	Software	\$20.00
3/30/2026	Amazon	248-260-958-000	Office	\$12.54
3/30/2026	Amazon	248-260-958-000	Office	\$140.95
			Total:	\$3,123.23
			Total Matt & Janet CC:	\$ 4,073.73



DDA ACTION SUMMARY SHEET

MEETING DATE: April 21, 2026

TOPIC Consideration of Capital Project - Atwater Basketball Court

BACKGROUND BRIEF:

In 2022, in response to concerns that the growing capital infrastructure needs of the Village, the DDA recommended, and the Village council accepted, a proposal wherein the DDA would voluntarily share 75% of the community prosperity from and after 2022 into a separate “Capital Improvement Fund” wherein needs of the Village could be assessed and recommended for enhancement or construction.

In 2025, the Village and the DDA affirmed the details of this revolutionary approach to intergovernmental collaboration into a working Agreement, codifying the details of the plan set forth in their mutual supportive originating resolutions.

The DDA has maintained its commitment and funded the separate budget line item, including a catch up payment, and presently the CIF holds \$255,446.00.

FINANCIAL IMPACT:

If approved, upon receipt of invoicing from the Village, the DDA would reimburse the Village for verified expenses not exceeding \$57,957.00, with fund from GL 248-260-965-402.

RECOMMENDED MOTION:

Motion to adopt Resolution No. 2026-___, 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.



Village Council Resolution

From Sonja Stout <stouts@lakeorion.org>

Date Tue 3/31/2026 1:46 PM

To Matthew Gibb <gibb@downtownlakeorion.org>; Lynsey Blough <bloughl@lakeorion.org>

Matt,

I have included the motion that was adopted at council at the last meeting. Let me know if you have any questions or need anything else for the upcoming DDA meeting.

MOTION made by President Rutt, Seconded by President Pro Tem Ford to award the contract for the Atwater Park Basketball Court Replacement Project construction to lowest qualified bidder Titan Pavement of Waterford, Michigan, in the amount of \$57,956.20 in accordance with the firm's bid proposal dated February 4, 2026, and to authorize the Village Manager to execute all necessary documents relating to this contract subject to the DDA approving the resolution.

VOTING YEA: Rutt, Ford, Moshier, Lamb, Dandalides, Comparoni Jr., Papacek

VOTING NAY: None

ABSENT: None

MOTION: Carried

Sonja Stout
Clerk/Treasurer



21 East Church Street
Lake Orion, MI 48362
(P): 248-693-8391 ext. 102
(F): 248-693-5874
Hours: 7:30 AM- 5:30 PM



The mission of the Lake Orion DDA is to enhance the economic potential and preserve the historical character of the Lake Orion DDA District, *the heart and hub of the Orion Community*, through promotional activities and an organizational structure that focuses on community involvement with local businesses, residents and other stakeholders.

DDA Board Meeting

DATE: December 13, 2022

FROM: Molly LaLone, DDA Executive Director

SUBJECT: Resolution for Designation of Future Tax Increment Revenues from the DDA TIF Capture to be Dedicated for Public Facility Infrastructure in DDA District.

BACKGROUND BRIEF: The Village and the DDA both approved the formation of a joint committee to explore the legal options regarding how to use DDA tax capture to focus on the downtown district public facility infrastructure costs by way of a dedicated account for the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of public facility infrastructure performed by the Village. The joint committee has reviewed the issues and the available data and is recommending that the Village adopt a budgetary resolution to provide that 75% of all future tax increment revenues captured from the DDA TIF, from all newly realized Captured Taxable Value commencing from the execution of this Resolution and corresponding DDA Resolution, be transferred to a dedicated DDA District Public Facility Infrastructure account for the Village to construct, renovate, repair, remodel, rehabilitate, restore, preserve or reconstruct any and all “public facilities” within the defined boundaries of the DDA district on behalf of the DDA, and further, that the DDA retain the remainder of the 25% of all future tax increment revenues from the DDA TIF, from all newly realized Captured Taxable Value, commencing from the execution of this Resolution and corresponding Resolution of the DDA, which shall be utilized in any lawful manner by the DDA as determined by the DDA.

SUMMARY OF PREVIOUS COUNCIL ACTION: Creation of a joint Village and DDA Committee and appointment of Village Council Members to same.

FINANCIAL IMPACT: Increase in Tax Increment Revenues from DDA TIF capture to be dedicated to public facility infrastructure needs for the Village in the DDA district.

RECOMMENDED MOTION: To adopt Resolution 2022-001 to designate a portion of future tax increment revenues from the DDA TIF capture to be dedicated for public facility infrastructure in the DDA district.

LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY
RESOLUTION 22-001
RESOLUTION FOR DESIGNATION OF TAX INCREMENT REVENUES FROM THE
DDA TIF CAPTURE TO BE DEDICATED FOR PUBLIC FACILITY
INFRASTRUCTURE IN THE DDA DISTRICT

MOTION BY:
SECOND BY:
AYES:
NAYS:
RESULT:

WHEREAS, the Lake Orion Downtown Development Authority is a duly established Downtown Development Authority, established by the Village of Lake Orion, pursuant to Part 2 of the Recodified Tax Increment Financing Act, Public Act 57 of 2018, being MCL 125.4201, *et seq.* ("DDA"); and

WHEREAS, the Village of Lake Orion is a Michigan municipal corporation duly established under The Home Rule Village Act, Public Act 278 of 1909, being MCL 78.1, *et seq.* ("Village"); and

WHEREAS, the DDA has the statutory authority to plan and propose for the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of a "public facility," an existing building, or a multiple-family dwelling unit which may be necessary or appropriate to the execution of a plan which, in the opinion of the DDA Board, aids in the economic growth of the downtown district pursuant to the Recodified Tax Increment Financing Act, Public Act 57 of 2018, being MCL 125.4207; and

WHEREAS, the Village owns and has the responsibility to construct, renovate, repair, remodel, rehabilitate, restore, preserve or reconstruct "public facilities" as defined in MCL 125.4201(x), within the DDA district, that are necessary and appropriate to the execution of the DDA Development Plan and which aid in the economic growth of the DDA district; and

WHEREAS, the DDA has met, studied and discussed the needs for ongoing maintenance and improvements to the Downtown District public facility infrastructure as a means to maintain and increase business and residential property values in the Downtown District; and

WHEREAS, the Village has met and analyzed the Downtown District and concludes that the maintenance and improvements to the public facility infrastructure in the Downtown District is vital to the Downtown District and the Village as a whole; and

WHEREAS, both the Village and the DDA have determined and agreed that the Village is best situated to address the public facility infrastructure needs of the Downtown District in coordination with the infrastructure of the Village as a whole; and

WHEREAS, both the Village and the DDA have determined and agreed that a dedicated public facility infrastructure account is a viable response to the Downtown District public facility infrastructure needs, with the Village best positioned to use those funds to coordinate infrastructure construction, maintenance and improvements to the Downtown District; and

WHEREAS, the Village and the DDA both approved the formation of a joint committee to explore the legal options regarding how to use DDA tax capture to focus on the Downtown District public facility infrastructure costs by way of a dedicated account for the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of public facility infrastructure performed by the Village that joint committee supports this Resolution; and

WHEREAS, the joint committee has reviewed the issues and the available data and has recommended that the Village adopt a budgetary resolution to provide that 75% of all future tax increment revenues captured from the DDA TIF, from all newly realized Captured Taxable Value commencing from the execution of this Resolution and corresponding DDA Resolution, be transferred to a dedicated DDA District Public Facility Infrastructure account for the Village to construct, renovate, repair, remodel, rehabilitate, restore, preserve or reconstruct any and all “public facilities” within the defined boundaries of the DDA District on behalf of the DDA, and further, that the DDA retain the remainder of the 25% of all future tax increment revenues from the DDA TIF, from all newly realized Captured Taxable Value commencing from the execution of this Resolution and corresponding DDA Resolution, which shall be utilized in any lawful manner by the DDA as determined by the DDA.

NOW, THEREFORE, BE IT RESOLVED, by the DDA that the Village has the responsibility to construct, renovate, repair, remodel, rehabilitate, restore, preserve or reconstruct “public facilities,” as defined by MCL 125.4201(x), within the DDA District, which is necessary and appropriate to the execution of the DDA Development Plan and aids in the economic growth of the DDA District and the Village as a whole; and

BE IT FURTHER RESOLVED, that as part of the DDA budget, the DDA shall transfer to a dedicated public facility infrastructure account, 75% of all future tax increment revenues captured from the DDA TIF, from all new realized Captured Taxable Value commencing from the adoption of this Resolution and corresponding Resolution of the Village, on a monthly basis; and

BE IT FURTHER RESOLVED, that the Village shall invoice the DDA to utilize the dedicated public facility infrastructure funds to construct, renovate, repair, remodel, rehabilitate, restore, preserve or reconstruct any and all “public facilities” as defined in MCL 125.4201(x), within the defined boundaries of the DDA District on behalf of the DDA; and

BE IT FURTHER RESOLVED, that the current tax increment revenues from the DDA TIF capture shall remain with the DDA, in its general fund for use by the DDA, and that the residual 25% of the future tax increment revenues captured from the DDA TIF, from all new realized Captured Taxable Value commencing from the adoption of this Resolution and corresponding DDA Resolution, shall be retained by the DDA, in its general fund for the use by the DDA, and to be utilized by the DDA as provided for by law; and

BE IT FURTHER RESOLVED, that this Resolution shall remain effective though the duration of the currently approved DDA Tax Increment Financing and Development Plan ending December 2039 and, if the DDA Tax Increment Financing and Development Plan is extended, the term of this Resolution shall be extended to the same term; and

BE IT FURTHER RESOLVED, that nothing in this Resolution shall be construed or shall have any impact on the current Agreement between the parties for the provisions of Village services to the DDA.

CERTIFICATION

I, Susan C. Galeczka, Clerk for the Village of Lake Orion, do hereby certify that the foregoing is a true and original copy of Resolution #2022-043 adopted at the Regular Meeting of the Lake Orion Village Council held on the 13th day of December, 2022.

*Susan C. Galeczka, CMC, MiPMC
Village Clerk*

Dated: December 13, 2022

Parcel No.	Tax Billing Code	Base Value	2022 Taxable Value	2022 Captured Value	2023 Projected	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected	2029 Projected
TOTALS:		10,230,700	46,490,130	36,259,430	36,636,862	37,018,058	37,403,057	37,791,897	38,184,616	38,581,254	38,981,848

Mills	Taxing Jurisdiction	Percentage	Capture
12.6756	Village	100%	12.6756
5.0447	Orion Twp	100%	5.0447
0.2339	NOTA	100%	0.2339
4.3602	Oakland County	100%	4.3602
0.2089	HCMA	100%	0.2089
1.5057	OCC	100%	1.5057
			24.0290

11.3534

TIF Revenue	871,277.84	880,347.15	889,506.92	898,758.07	908,101.50	917,538.15	927,068.95	936,694.83
Set Point 2022 for Revenue Share		(871,277.84)	(871,277.84)	(871,277.84)	(871,277.84)	(871,277.84)	(871,277.84)	(871,277.84)
Difference		9,069.31	18,229.08	27,480.22	36,823.66	46,260.31	55,791.10	65,416.99
75% growth Dedicated to Capital Outlay with DDA District		6,801.98	13,671.81	20,610.17	27,617.74	34,695.23	41,843.33	49,062.74
25% unassigned tax capture		2,267.33	4,557.27	6,870.06	9,205.91	11,565.08	13,947.78	16,354.25

Parcel No.	Tax Billing Code	Base Value	2022 Taxable Value	2022 Captured Value	2030 Projected	2031 Projected	2032 Projected	2033 Projected	2034 Projected	2035 Projected	2036 Projected
TOTALS:		10,230,700	46,490,130	36,259,430	39,386,440	39,795,069	40,207,775	40,624,600	41,045,584	41,470,770	41,900,200

Mills	Taxing Jurisdiction	Percentage	Capture
12.6756	Village	100%	12.6756
5.0447	Orion Twp	100%	5.0447
0.2339	NOTA	100%	0.2339
4.3602	Oakland County	100%	4.3602
0.2089	HCMA	100%	0.2089
1.5057	OCC	100%	1.5057
			24.0290

11.3534

TIF Revenue	871,277.84	946,416.77	956,235.71	966,152.63	976,168.51	986,284.35	996,501.14	1,006,819.90
Set Point 2022 for Revenue Share		(871,277.84)	(871,277.84)	(871,277.84)	(871,277.84)	(871,277.84)	(871,277.84)	(871,277.84)
Difference		75,138.92	84,957.86	94,874.79	104,890.67	115,006.50	125,223.29	135,542.05
75% growth Dedicated to Capital Outlay with DDA District			56,354.19	63,718.40	71,156.09	78,668.00	86,254.88	93,917.47
25% unassigned tax capture			18,784.73	21,239.47	23,718.70	26,222.67	28,751.63	31,305.82
								33,885.51

Parcel No.	Tax Billing Code	Base Value	2022 Taxable Value	2022 Captured Value	2037 Projected	2038 Projected	2039 Projected	Property Notes
TOTALS:		10,230,700	46,490,130	36,259,430	42,333,915	42,771,959	43,214,376	

Mills	Taxing Jurisdiction	Percentage	Capture
12.6756	Village	100%	12.6756
5.0447	Orion Twp	100%	5.0447
0.2339	NOTA	100%	0.2339
4.3602	Oakland County	100%	4.3602
0.2089	HCMA	100%	0.2089
1.5057	OCC	100%	1.5057
			24.0290

11.3534

						Total Capture 2022-2040	
TIF Revenue		871,277.84	1,017,241.64	1,027,767.41	1,038,398.24		17,147,279.69
Set Point 2022 for Revenue Share			(871,277.84)	(871,277.84)	(871,277.84)		
Difference			145,963.80	156,489.56	167,120.39		1,464,278.51
75% growth Dedicated to Capital Outlay with DDA District			109,472.85	117,367.17	125,340.29		1,098,208.88
25% unassigned tax capture			36,490.95	39,122.39	41,780.10		366,069.63



DDA/VC JOINT SUBCOMMITTEE

NOVEMBER 2022 REPORT

Attachment: DDA-VLO Committee Presentation (5547 : Resolution for Designation of

TIMELINE

- Joint Subcommittee met: August, September, October & November
- Explored Current Capture, Revenue Breakdown, Legal Options & Path Forward

CURRENT DDA REVENUES (22-23)

- \$459,309 Village Tax Capture (19%)
- \$158,915 County Tax Capture (.03%)
- \$191,612 Township Tax Capture (3%)
- \$54,596 OCC (.03%)
- \$7,575 Huron Clinton Parks (01%)
- **\$872,007 Total Capture from Taxing Jurisdictions**
- Plus Estimate of \$12,000 State PPT Reimbursement

VILLAGE V. NON-VILLAGE REVENUE

- \$459,309 Village Tax Capture
- \$412,698 Tax Capture from other Taxing Jurisdictions
- For every \$1 that comes from the village, \$0.90 comes from jurisdictions outside the village.

DDA SERVICE CONTRACTS

- \$70,000 Village Services (Administration)
- \$55,000 DPW
- \$101,000 Police
- **\$226,000 Regular Service Contracts paid to the village from DDA**
- \$459,309 VLO Capture - \$226,000 contracts = \$233,309 remainder of capture

WHAT ABOUT THE FUTURE?

- For every \$1,000,000 in taxable value, the DDA captures \$24,029 (approximately \$12,680 from VLO & \$11,349 from other jurisdictions)
- For \$10 million the DDA captures \$240,290 (approx. \$126,800 from VLO & \$113,490 from other jurisdictions).
- With the significant redevelopment projects forthcoming in the village the total taxable value has the potential to greatly increase.

WHAT ABOUT THE FUTURE?

- The benefit of the TIF is a substantially greater capture of the levied taxes since the increases in taxable values are not distributed to the other taxing jurisdictions and instead are part of the TIF capture.
- On the other side of the coin is that the village is in need of critical infrastructure funding and monies from the increased taxable value as a result of the forthcoming redevelopment projects would help toward these projects.

WHAT ARE THE OPTIONS?

- Do nothing – things stay as is
- Amending the DDA district boundaries to reduce the size of the district
- Amending the TIF Plan to exclude or remove any number of parcels from the DDA

WHAT ARE THE OPTIONS?

- Find creative options for the DDA to collaborate with the village in providing for critical infrastructure needs. MCL125.4207 allows for a DDA to plan and propose the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction a public facility...which, in the opinion of the board, aids in the economic growth of the downtown district.
 - Public facility means street, plaza, pedestrian mall, and any improvements to a street, plaza, or pedestrian mall including street furniture and beautification, park, parking facility, right of way, structure, waterway, bridge lake, pond, canal, utility line or pipe, building and access routes to any of the foregoing, designed and dedicated to use by the public generally, or used by a public agency.

WHERE THE COMMITTEE LANDED

- Option 4: Collaboration
- Proposed resolution 2022-043 in front of council today
- This resolution is the result of a desire of representatives of both boards wanting the best for the village on all levels.
- To summarize it: The DDA will designate to a public infrastructure account, 75% of all future tax increment revenues captured from the DDA TIF from all new realized Captured Taxable Value from the date of adoption of the resolution. The remaining 25% will be used as legally allowed by law by the DDA

FUTURE IMPACT

- For every \$10 million in increased taxable value:
 - \$180,217 will be designated to a Public Infrastructure Fund, annually
 - This is a 42% increase, or \$53,417 annual increase over the taxes captured from the VLO
 - \$60,073 will stay in the DDA General Fund
- This new fund will then be utilized by the DDA to pay for public facility construction, repair, etc. within the DDA district, including, but not limited to: roads, water pipes, bridges, and sidewalks.

**AGREEMENT BETWEEN THE VILLAGE OF LAKE ORION AND
THE LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY
REGARDING RESPONSIBILITIES AND COST ALLOCATION FOR
CAPITAL IMPROVEMENT PROJECTS WITHIN THE DOWNTOWN
DEVELOPMENT DISTRICT**

This Agreement is made and entered this _____ day of _____, 2025 by and between the Village of Lake Orion, a Michigan municipal corporation, whose address is 21 E. Church Street, Lake Orion, MI 48362, ("Village"), and the Lake Orion Downtown Development Authority, organized and existing pursuant to the authority of Part 2, of the Recodified Tax Increment Financing Act, Public Act 57 of 2018, being MCL 125.4201, et seq, whose address is 118 N. Broadway St. Lake Orion MI 48362, ("DDA"), for the purpose of fixing the rights and obligations of the parties relative to the construction of “public facilities” improvements (“Projects”) within the boundaries of the Downtown Development District.

Whereas, the Village and the DDA have passed and certified Resolutions, attached as Exhibit B, designating that a portion of the annual Tax Increment Finance Plan (TIFP) revenue, derived from the approved Tax Increment Finance Plan Amendment No. 4, shall be provided as funding support for capital improvement Projects that qualify as “public facilities” improvements under MCL 125.4201 et seq and as described in the TIFP; and

Whereas, the Village and the DDA have reached an understanding with each other regarding their respective responsibilities for an annual appropriation of TIFP revenue to a dedicated Capital Improvement Project Fund (“Fund”), the administration of Project management and cost, financing and reimbursement to the Village, and desire to enter into this Agreement to memorialize that understanding.

THEREFORE, in consideration of the premises, the mutual understandings of the parties and in conformity with applicable law, the Village and the DDA agree as follows:

1. **Incorporation of Enabling Resolutions.** Each Resolution for Designation of Tax Increment Revenues from the DDA TIF Capture to be Dedicated for Public Facility Infrastructure in the DDA District, which were adopted and certified by the Village on November 28, 2022 and the DDA on December 13, 2022, is hereby incorporated and made a part of this Agreement.
2. **Capital Improvement Project Fund.** The DDA shall create the Fund within its annual budget, to hold and appropriate seventy-five percent (75%) of all future

captured revenue deriving from the annual increase in ad valorem value within the Downtown District. The calculation methodology of the appropriations to the Fund are included in Exhibit A.

The Parties shall mutually account for the annual contribution into the Fund, including the review and approval of any necessary audit, equalization or related revenue support. The contribution shall be budgeted and transferred to the Fund not less than quarterly, with a report provided to the Village Council and DDA Board by their respective representatives.

3. **Identification and Selection of Project(s)**. The Village and the DDA shall undertake and complete the identification and selection of Project(s) to construct, renovate, repair, remodel, rehabilitate, restore, preserve or reconstruct “public facilities” as defined by MCL 125.4201, et seq, within the DDA District, restricting such Project(s) to those necessary and appropriate to the execution of the TIFP no later than February 28 of each calendar year.
4. **Project Management**. The Village will enter into, and be solely responsible for, any necessary contracts with any and all contractors, suppliers, professionals, or material providers, for the Project(s). The Village will administer and manage all contracts and related work necessary for the completion of the Project(s). In all contracts, agreements, work orders, or similar instruments used for the planning, development and completion of selected Project(s), the Village shall require that the contracted party indemnify the DDA for any claims or lawsuits by third parties arising from the work and must require the contracted party to name the DDA as additionally insured on a general liability insurance policy(s).
5. **Project Reimbursement**. The DDA is responsible for funding, by invoiced reimbursement, its identified share of the Project(s) in accordance with the following;
 - a. The Village, prior to initiating a selected Project, shall submitted to the DDA a Project plan, estimated total cost, proposed timeline, proposed DDA share of cost, whereupon the DDA shall timely review and approve the project.
 - b. The Village shall provide financing for the project as defined in the Project Plans and be responsible to pay all Project expenses in a timely fashion.
 - c. Upon completion of the Project, or at another time as set forth in the Project plan, the Village will invoice the DDA for its share of the Project costs, as authorized in the approved Project plan, The DDA will remit said funds within thirty (30) days of receipt of an invoice from the Village.
 - d. The parties agree that management and contracting of the Project will be the sole responsibility the Village.
 - e. The Project cost allocated to the DDA, as set forth in an approved Project Plan, is fixed and binding between the parties and cannot be changed except by written

Amendment to the Project Plan and re-approval of the amended plan.

6. **Miscellaneous.**

- a. This Agreement constitutes the complete agreement between the parties on the subjects contained herein and there are no other agreements between the parties concerning these subjects.
- b. Any prior agreements on the matters addressed in this Agreement are hereby rescinded, revoked or terminated.
- c. Other than as specifically set forth herein, this Agreement may be modified or amended only by a written agreement approved by the governing body of each of the Parties.
- d. The headings in the Agreement are for convenience only, and shall not be considered as a part of the Agreement but the Recitals are an integral part of the Agreement.
- e. This Agreement shall be governed by the laws of the State of Michigan and shall be interpreted in a manner consistent with applicable law.
- f. If any portion is held to be illegal, invalid, or unenforceable, the remainder of the Agreement shall be deemed severable and shall remain in full force and effect.
- g. Nothing in the Agreement shall be construed as a waiver of governmental immunity or other defenses to liability of either party or any officer or employee of either party.
- h. The Agreement does not create a separate legal entity, a public body corporate, or a joint venture.

IN WITNESS WHEREOF, both Parties have caused this Agreement to be executed as of the date first written above, pursuant to a resolution of its governing body.

VILLAGE OF LAKE ORION,
A Michigan municipal corporation

LAKE ORION DOWNTOWN
DEVELOPMENT AUTHORITY

By: Darwin McClary
Its: Manager

By: Matthew Gibb
Its: Executive Director

EXHIBIT A

FORMULA FOR ANNUAL CAPITAL IMPROVEMENT ALLOCATION

Calculating 75% of theaptured revenue

Reported Revenue:

2022 Tax Capture Billed Revenue	\$896,788
2023 Tax Capture Billed Revenue	\$963,680
2024 Tax Capture Billed Revenue	\$1,019,833

Allocating 75% of increased TIF revenue capture:

2023 Reported Revenue	\$963,680
Base Annual Revenue Capture	<u>\$896,788</u>

2023 CIF Due \$ 66,892 x .75 = \$50,169

2024 Reported Revenue	\$1,019,833
Base Annual Revenue Capture	<u>\$896,788</u>

2024 CIF Due \$ 123,045 x .75 = \$92,284

“CATCH UP” FUND TRANSER AMOUNT - \$142,453

EXHIBIT B
ADOPTED AND CERTIFIED ENABLING RESOLUTIONS



DDA ACTION SUMMARY SHEET

MEETING DATE: APRIL 21, 2026

TOPIC CONSIDERATION OF PROPOSED STEERING COMMITTEE W/ VILLAGE COUNCIL

BACKGROUND BRIEF:

At its April 13, 2026 meeting, the Village Council passed a motion to form a steering committee to provide an opportunity for the Dda Board, and staff, the better discuss and communicate about planning, projects, financial condition and other matters between the organizations.

This discussion and motion was following a referral of the question of whether the DDA Board should be dissolved into the Village Planning Commission (a discussion of that topic and the legal barriers is in a separate agenda item report). The basis of the request to dissolve the board was to improve communication. The DDA supports that concept fully.

It was interesting that the members arguing to place the effort of the DDA Board in the hands of Planning Commission, “to improve communication” voted no on the motion to create this working committee. Likewise, neither sought appointment. Despite that result, the committee was formed and the minutes of the motion and actions is attached.

RECOMMENDED ACTION:

This is an excellent way to possibly break down the communication barrier between the organizations. Our Director (me) was added to the council agenda, but the spot is for me to present only, which does not afford the chance for council members to ask questions or otherwise get better informed, on all sides of a matter. This is a start, and it is not a binding action-based group, rather one where concept and solution might be engaged to guide better understanding of decisions. I support the concept and the effort and recommend the Board also supports this.

RECOMMENDED MOTION

Move 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.

RECORD OF ACTION BY VILLAGE COUNCIL REQUIRING CONSIDERATION BY THE DDA

MOTION made by Council Member Dandalides, Seconded by President Rutt to create a joint Village/DDA Steering Committee consisting of the Village Council President (or President's designee), the Village Manager, the DDA Board Chairman (or Chairman's designee), the DDA Executive Director, and one additional representative from both council and DDA board. This newly formed Steering Committee would convene twice monthly and discuss topics of priority between the Village the DDA with the purpose of insuring both the DDA and the Village

management are acting in the mutual best interest of the community and the taxpayer for the duration of the current council term.

James Barry stated that he is open to the idea of change.

Debbie Burgess stated that she welcomed the opportunity to meet and collaborate. She further noted that although combining the DDA and Planning Commission may not be legally permissible, she is willing to work through differences and explore potential improvements in coordination.

A resident stated her assumption that the underlying issue involved financial concerns.

VOTING YEA: Moshier, Comparoni Jr, Dandalides, Ford, Rutt

VOTING NAY: Papacek, Lamb

ABSENT: None

MOTION: Carried

MOTION made by President Rutt, Seconded by Council Member Comparoni Jr to designate Council Member Dandalides, President Rutt and have Council Member Comparoni Jr to serve as an alternate for President Rutt in lieu of absence for the Village/DDA Steering Committee for the duration of the current council term.

VOTING YEA: Moshier, Comparoni Jr, Dandalides, Ford, Rutt, Papacek

VOTING NAY: Lamb

ABSENT: None

MOTION: Carried



DDA ACTION SUMMARY SHEET

MEETING DATE: April 21, 2026

TOPIC Watering Trailer Purchase

BACKGROUND BRIEF:

One of the best things we have figured out is how to use flowers to make an inviting downtown in season. Last year we refined watering, fertilizing and schedule, and we were recognized nationally by America in Bloom.

Here's how we did it, we used a 12 year old 4 wheeler with a 25 gallon tank and leaking pump, while towing a utility cart with two 35 gallon trash cans filled with water. We used a bucket for the trash cans and the leaky pump and watered 38 hanging baskets, 10 large planters, and seven landscape beds. The process took four hours.

We are recommending that we try a new system. Attached are examples of a 100 gallon pull behind trailer, with a pump powered by a gas engine and not the old electrical on the 4 wheeler. The average cost of one of these units is between 2800 – 3800, for the low end of good quality. Higher end units average 5,000-6,000.

Smaller pump systems (like we have now) cost much less but the pump we need now is the third pump since my hire.

FINANCIAL IMPACT:

If we procure a good unit, with shipping we would be facing a costs not likely to exceed \$3,800. It is my recommendation we invest in this capital equipment. We have funding for capital equipment in multiple GL lines totaling more than \$3,800.

I recommend using GL 248-730-975-011 – Capital Outlay Trail Head, which has an unused balance of \$4,800.

RECOMMENDED MOTION:

Motion 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 TrailHead



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KINGS 2-WHEEL TRAILER SPRAYER 100 GAL. 4-ROLLER PUMP

Kings 2-Wheel Trailer Sprayer 100 Gal. 4-Roller Pump

\$2,887.50

In Stock

SKU KT100P5

This sprayer system comes on a 2 wheel trailer/frame. It features a premium quality polyethylene tank and 50 feet of high pressure 3/8 inch hose. MUST SHIP VIA MOTOR FREIGHT

[Add To Wish List](#)

Shipping: *

☐ Shipping price calculated after sale or call for a quote.

1

Add to Cart





DESCRIPTION

Kings 2-Wheel Trailer Sprayer 100 Gal. 4-Roller Pump

Features:

- 100 gallon premium grade polyethylene tank
- 5 HP Briggs & Stratton Vanguard engine

- Hypro 4101C Roller Pump capable of 7 gpm, 150 psi
- Welded, corrosion resistant trailer/frame
- High-floatation turf tires roll smoothly with minimal tracking over rough terrain
- Wide tire stance provides a stable platform over uneven terrain
- Includes 50' of 3/8" high pressure spray hose
- Includes a pro-series trigger spray gun
- Adjustable pressure with jet agitation
- All plumbing is nylon or stainless steel
- Must ship motor freight. Price calculated after sale or call for quote

This sprayer system is securely mounted to a rugged 2 wheel trailer/frame. The entire unit is designed to be highly portable and ready for virtually any spraying task. It has a premium grade polyethylene tank and all nylon and stainless steel plumbing. This helps to eliminate corrosion and decay and provides long lasting, low maintenance spraying.

The trailer features a clevis hitch which easily attaches to almost any tractor or utility vehicle. The sprayer system has adjustable pressures and jet agitation to keep the fluid mixed and uniform for spraying. Included with this sprayer is everything needed to start spraying right away.

Spraying Applications:

- Irrigation
- Pesticide, herbicide and fungicide application
- Cleaning tasks
- Nutrient or fertilizer application
- Virtually any other spraying task

REVIEWS

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Kings 100-Gallon Trailer Sprayer with Boomless Nozzle

\$3,465.99

Gemplers Item # 151231 Mfr # KT100P20BN22

- 1 +

ADD TO CART - SHIPS BY 05/11/2026

ADD TO QUOTE

Ships directly from manufacturer.

This product is not eligible for Free Shipping or Ship Saver

Item ships standard freight by a semi truck due to size and weight.

This product is not eligible for site-wide pricing discount offers.

Kings 100-Gallon Trailer Sprayer with Boomless Nozzle

ADD TO CART - SHIPS BY 05/11/2026

 **Estimated Delivery Dates** | Login to see estimated delivery dates

Limit 1 code per order. Exclusions may apply. See [Terms & Conditions](#).

Description

-

Spray large areas where maneuverability is also essential

Spray large areas quickly with this this Kings 100-gal. Two-wheel Trailer Sprayer with Boomless Nozzle. Comes with 50'L x 3/8"dia. high-pressure spray hose and a high-pressure spray gun with quick disconnects, plus an adjustable pressure regulator and hydraulic jet agitation.

- **Wide Spray Path:** Creates a 22'W spray swath with no boom arms to hit trees or fences
- **Powerful:** Features a 5.5-HP Honda® GX160 commercial engine
- **Easy Rolling:** High-flotation turf tires roll easily and keep the sprayer stable on most terrains
- **Fast Spraying:** Heavy-duty Hypro D252GRGI diaphragm pump delivers up to 6 gpm or 290 psi, and boomless nozzle output is 2.5 gpm at 40 psi
- **Durable Construction:** Lightweight aluminum frame and poly tank are chemical resistant and will never rust or need painting
- **Easy to Refill:** Large, 8"dia. opening for fast, easy refilling
- **Dimensions:** 84"L x 44"W x 43"H; 400 lb.

Specs

+

Documents & Helpful Information

+

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Kings 100-Gallon Trailer Sprayer with Boomless Nozzle

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**MASTER MANUFACTURING
Tow-Behind Sprayer: Lawn,
Garden and Agriculture For,
60 gal Tank, 2.2 gpm Flow**

Item 792V42
Mfr. Model SLO-51-060D-MM

Web Price ⓘ
\$916.78 / each

This item requires special shipping, additional charges may apply.

Qty
1

Add to Cart

☒ Ship

☐ Pickup

Expected to arrive **Fri. Apr 17.**
Ship to **48201** | [Change](#)

Shipping Weight **86 lbs**
[Ship Availability Terms](#)

[Add to List](#)

Product Details

Catalog Page **N/A**

Brand	MASTER MANUFACTURING
Product Type	Tow-Behind Sprayer
Sprayer Form	Tow-Behind
Manufacturer Part Number	SLO-51-060D-MM
Vehicle Compatibility	ATV; Tractor; UTV
Primary Application	Lawn, Garden and Agriculture
Sprayer Type	Boom and Spot

Compliance & Restrictions



This item is restricted for international sale.



WARNING: Cancer and Reproductive Harm - www.P65Warnings.ca.gov

Tank Capacity	60 gal
Max Pressure	60 psi
Sprayer Flow Rate	2.2 gpm
Spray Distance - Horizontal	30 ft
Spray Distance - Vertical	25 ft
Boom Width	10 ft
Includes Drain	Drain Included
Tank Material	Poly
Hose Length	15 ft
Wheel Type	Pneumatic
Nozzle Type	Adjustable Tip
Tank Opening Size	5 in
Hose Material	Rubber
Trailer Frame Material	Steel
Includes	Adjustable Pressure Regulator; Bolt-On Steel Boom Mount; Boom Shut-Off Valve
Country of Origin	USA (subject to change)

Product Description

ATV and UTV trailer sprayers connect to a vehicle's hitch receiver for pulling along flat or gently sloped terrain. They spray from their rear boom to cover a wide area or from their handheld wand for a more targeted spray. Their trailer has pneumatic tires for a smooth ride and a sturdy frame to support their tank.



FIMCO Tow-Behind Sprayer:
Lawn, Garden and Agriculture
For, 65 gal Tank, 60 psi Max
Pressure

Item 800T64

Web Price 

\$1,741.34 / each

Qty

1

Add to Cart



DDA ACTION SUMMARY SHEET

MEETING DATE: April 21, 2026

TOPIC 2026-27 Annual Budget - Receipt and Approval

BACKGROUND BRIEF:

In accord with the adopted policy of the DDA, and state law, the Director is presenting his recommended Budget for the 26-27 Fiscal Year. The report outlines an commitment based approach to maintaining municipal partnerships and acknowledging the need to restructure the organizational structure of the DDA. For reasons outlined in the Directors Recommended Budget Report, this re-organization will result in the termination of the Assistant Director position, with newly defined and salaried reporting positions being adopted to fulfill the organizations TIF responsibilities.

If the Board is ready to approve the newly recommended approach, and the Budget supporting the re-organizational requirements, it must first receive and approve the Budget, then refer the Budget to the Village for consideration of approval, as presented and subject only to approval of the reasonable administrative fee budgeted therein.

The Board may consider whether to terminate the Assistant Director Contract as a part of its approval, with such termination to be effective upon adoption of the proposed Budget by Village Council motion/resolution.

The Attorney Opinion letter outlining the process and requirements in preparing and adopting a budget is attached.

FINANCIAL IMPACT:

As stated in the proposed budget

RECOMMENDED MOTION:

To affect the approval of the 26-27 Budget, there is a series of Motions that may be made:

First, the Budget must be received and sent to the village for consideration:

1. Move that the Downtown Development Authority Board approve the proposed Fiscal Year [2026–2027] Budget, as prepared and submitted by the DDA Director, for the operation of the Authority for the ensuing fiscal year, in accordance with the requirements of MCL 125.4228.

Further, that consistent with statutory procedure, the approved Budget be transmitted to the governing body of the Village of Lake Orion for its review and approval prior to final adoption by this Board.

I further move that the Board acknowledges that any assessment imposed by the governing body pursuant to MCL 125.4228 shall be limited to a reasonable pro rata share of the costs of handling and auditing the funds of the Authority, and that such assessment, if any, shall be incorporated as the proposed line item within the approved Budget.

Finally, I move that the DDA Director is authorized and directed to transmit the approved Budget and all supporting documentation to the Village Council for consideration in accordance with the statutory budget process.

ADDITIONAL POTENTIAL MOTIONS

2. Move that the Downtown Development Authority Board authorize the termination of the existing Assistant Director employment agreement, effective upon Village Council approval of the 26-27 DDA Budget, in accordance with the terms and conditions of that agreement.

I further move that the Executive Director is authorized and directed to take all necessary administrative actions to implement this termination, including providing any required notice, coordinating final compensation and benefits, and ensuring compliance with all contractual and applicable legal obligations.

This action is taken in alignment with the Board's approved organizational structure and budget for Fiscal Year 2026-2027.

3. "I move 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 [20XX–20XX] Budget and organizational structure.

I further move that the Executive Director is authorized to prepare and publish job descriptions, advertise the positions, solicit applications, and take all necessary steps to identify and evaluate qualified candidates for consideration by the Board. This recruitment process shall be conducted in a manner consistent with the Authority's operational needs, budgetary constraints, and applicable employment practices.



LAKE ORION DOWNTOWN DEVELOPMENT AUTHORITY
BUDGET RECOMMENDATION
FISCAL YEAR 2026-2027

Matthew Gibb

Executive Director

gibb@downtownlakeorion.org

April 21, 2026

INTRODUCTION

The Lake Orion Downtown Development Authority operates as a steward of Tax Increment Financing (TIF) revenues—public funds captured for the express purpose of advancing economic development, infrastructure investment, public improvements, and the long-term vitality of the downtown district.

As such, the Authority maintains a fundamental obligation to ensure that all expenditures are aligned with measurable outcomes, responsible financial management practices, and the continued support of its municipal partner, the Village of Lake Orion.

This recommendation follows and adheres strongly to five (5) key principles:

1. Sustaining Core Commitments

The FY 2026–2027 budget has been developed with a clear and deliberate priority: **to maintain and fully fund its existing and history making commitments to the Village, its residents, and its business community.**

These commitments include:

- Contractual Police and Public Works agreements with the Village
- Planning and financial participation in shared municipal services
- Direct giving for infrastructure, maintenance, and public improvements
- Ongoing operational support that contributes to the safety, accessibility, and vitality of the downtown district
- Prioritizing the repayment of debt

These obligations represent core functions of the Authority and are essential to the continued success and stability of downtown Lake Orion. Accordingly, the proposed budget ensures that these commitments remain fully supported without reduction or disruption.

2. Internal Discipline to Protect External Obligations

In order to sustain these commitments, the Authority has taken a disciplined and proactive approach to internal budgeting and operations.

The FY 2026–2027 budget reflects:

- A proposed reorganization of staff to better align with demonstrated operational needs and financial performance
- A significant reduction in capital expenditures, limiting new authority focused capital investment

- A realignment of internal resources to eliminate structural inefficiencies identified over the past two fiscal years
- A rational approach to non-TIF revenues trending towards revenue neutrality for public events and marketing

These actions are intentional and strategic. They reflect a prioritization of resources that places the Authority's obligations to the Village and community above internal expansion or discretionary spending.

3. Protecting the Integrity of Public Investment

The Authority recognizes that TIF revenues are entrusted public funds and must be managed with a high degree of accountability and consistency. The proposed budget reinforces this responsibility by ensuring that:

- All contractual and financial obligations are fully met
- Public investments continue to support measurable economic and community outcomes
- Internal organizational structures are aligned with actual financial performance and sustainable revenue sources

Even as adjustments are made to staffing and internal operations, the Authority continues to maintain its full financial participation in the services and investments that support the downtown district.

4. A Position of Strength and Responsible Governance

The actions reflected in the FY 2026–2027 budget are not indicative of financial constraint, but rather of **intentional financial stewardship**.

The Authority is experiencing growth in overall revenue, largely driven by DDA driven investment and the resulting increased TIF capture. However, rather than expanding internal costs in response to that growth, the Authority has chosen to:

1. Exercise restraint in new capital spending
2. Reevaluate internal organizational structures
3. Align expenditures with demonstrated performance and long-term sustainability

This approach ensures that the Authority remains a stable, reliable, and disciplined partner to the Village of Lake Orion, while continuing to advance its mission of economic development and downtown revitalization.

5. Reinforcing Trust Through Action

By maintaining all external commitments while implementing internal efficiencies, the Authority is demonstrating a clear and consistent principle:

Commitments to the Village, its residents, and its business community come first.

The proposed budget and organizational realignment reflect a governance approach grounded in accountability, transparency, and long-term planning. These actions reinforce the Authority’s role as a trusted partner and ensure its continued effectiveness in supporting the growth and success of downtown Lake Orion.

BUDGET OVERVIEW

The year over year increase in taxable value of the District has provided an opportunity to strategically apply a revenue increase to sustaining core Village based need, while enabling core economic sustainability measures within a restricted, and reduced cost approach to staffing and programming. In short:

Where we ARE...

Current Year Taxable Value: 2026-27	\$57,849,170.00
Base Year 1985 Taxable Value:	\$10,233,400.00
Current Year Captured Taxable Value:	\$47,615,770.00

Current Year TIF Revenue: \$1,226,530.00

Where we WERE...

As of the 75-25 Commitment (2022)	
2022 Taxable Value	\$47,562,240.00
2022 Captured Taxable Value:	\$37,328,840.00
2022 TIF Revenue:	\$896,787.17

Summary of our Operational Revenue Position:

Current Year TIF Revenue:	\$1,226,530.00
External Revenue	\$ 171,060.00
Anticipated Full 26-27 Revenue	\$1,397.530.00

Note: for operational analysis \$80,500 of external revenue is for pass through grants, insurance claim reimbursements, and certificate sales/redemption.

Actual Revenue Projection \$1,317,090.00 + 80,500 (existing grants) = 1,397,590

MEETING OUR COMMITMENT TO THE VILLAGE

	Proposed	Prior Year
Public Safety and Code Enforcement	\$106,090.00	\$103,000.00
General Public Works	\$ 27,211.00	\$ 27,211.00
General Cost of Administration	\$ 64,522.00	\$ 62,643.00
Contracted Services for Dwtm Maintenance	\$ 20,000.00	\$ 20,000.00
Utility Services for Street Lighting and Parks	\$ 16,100.00	\$ 14,700.00
Contribution to Capital Infrastructure Fund	\$ 247,307.00	\$ 112,993.00
Debt Service on Bond(s) – Public Project	\$ 421,333.00	\$ 420,721.00
Total Base Partnership	\$ 902,563.00	\$ 761,268.00

MEETING OUR COMMITMENT TO THE TIF

	Proposed	Prior Year
Staffing	\$ 221,390.00	\$244,550.00
General Operations	\$ 68,690.00	\$ 75,245.00
Main Street - Design/Organization	\$ 51,630.00	\$ 74,990.00
Main Street – Econ. Dev / Promotion	\$ 118,980.00	\$157,110.00
Total TIF Operations	\$ 460,690.00	\$ 551,895.00

GENERAL APPROPRIATION REQUEST

WORKING ESTIMATED REVENUE TARGET	\$1,397,590.00	
Village	(\$902,563.00)	
TIF	(\$460,690.00)	
Misc. General Activity	(\$22,968.00)	
		Last Year
Anticipated Use of Fund Balance	\$11,369.00	\$171,128.00

The recommendations that allow the DDA to increase its commitment to the village and decrease its operational appropriation is largely based on a singular budget tracking, that was implemented on a assumption. Alternative revenue has simply not accrued to the benefit of the organization.

Total Sponsor, Event, Merchandise Sales (24-26) = \$18,9232.00

FISCAL STEWARDSHIP REQUIRES ORGANIZATIONAL REALIGNMENT

The Downtown Development Authority operates as a steward of Tax Increment Financing (TIF) revenues, which are public funds captured for the express purpose of advancing economic development, infrastructure investment, and the long-term vitality of the downtown district. As such, the Authority has an ongoing obligation to ensure that all expenditures—particularly those related to staffing and operations—are aligned with measurable outcomes and responsible financial management practices.

The organizational structure adopted during the FY 2024–2025 budget cycle included an implicit financial model in which a portion of staffing costs would be offset through internally generated revenue, most notably through sponsorships and fundraising activities. This model assumed that reallocating resources from third-party contracted services to internal staffing would both maintain operational capacity and generate new revenue streams sufficient to support the expanded structure.

Actual financial performance over the subsequent two fiscal years have not been realized at a level sufficient to support the current staffing model. As a result, staffing and programmatic expenditures that were originally intended to be partially self-supporting are now being funded primarily through TIF revenues. While growth in TIF capture has provided the Authority with increased financial capacity, reliance on these funds to support functions that were expected to generate offsetting revenue represents a departure from the original financial premise of the adopted structure.

In this context, the following proposed organizational realignment reflects a necessary and appropriate exercise of financial stewardship. The Authority must ensure that TIF resources are deployed in a manner that:

- Maximizes their impact on economic development and district vitality
- Maintains alignment between expenditures and demonstrable outcomes
- Avoids the long-term subsidization of functions that do not produce the anticipated financial or programmatic return

By realigning staffing and operational responsibilities to better reflect actual performance, the Authority is reinforcing its commitment to prudent financial management and ensuring that public funds are utilized in a manner consistent with both the intent of the TIF plan and the expectations of the community it serves.

Proposed - New Organizational Model

The organizational structure proposed by the Director is a necessary component of the 26-27 Annual Budget and reflects a transition from a consolidated, generalist staffing model to a function-based operational framework. This model is designed to:

- Align responsibilities with demonstrated performance needs
- Separate strategic, administrative, and execution functions
- Improve accountability across all operational areas
- Provide flexibility in revenue generation through targeted external support

The structure ensures that each core function of the Authority—administration, marketing, events, and economic development—is assigned to the most appropriate delivery method, whether internal or external.

The Budget is aligned with the following recommended organizational positions:

Executive Director: Strategic Leadership, Financial Oversight, and Revenue Accountability

The Executive Director serves as the central point of accountability for the Authority's operations, financial management, and strategic direction.

Core Responsibilities:

- **Sponsorship Strategy and Revenue Leadership**
 - Establish annual sponsorship goals and frameworks
 - Maintain and cultivate relationships with major sponsors and institutional partners
 - Lead high-level sponsorship negotiations and agreements
- **Financial Management and Budget Oversight**
 - Develop and administer the annual budget
 - Monitor performance against revenue and expenditure targets
 - Ensure alignment with TIF plan priorities and fiduciary obligations
- **Partner and Government Coordination**
 - Serve as liaison to the Village, Township, and regional partners
 - Coordinate with public agencies on infrastructure, events, and initiatives
- **Organizational Oversight**
 - Supervise all staff and contracted service providers
 - Ensure alignment between staffing, programming, and strategic goals

Key Clarification:

While the Executive Director is responsible for sponsorship outcomes, the role is not intended to perform all execution-level fundraising activities. Instead, the Director provides leadership, relationship management, and accountability, supported by staff and/or contracted resources.

Administrative Assistant: Organizational Backbone and Operational Control

The Administrative Assistant position is redefined as a core operational role, responsible for ensuring organizational consistency, financial tracking, and administrative coordination across all Authority functions.

Core Responsibilities:

- **Financial and Administrative Support**
 - Assist with general ledger tracking, invoice processing, and reporting
 - Maintain accurate financial records and support budget monitoring
- **Event Logistics Coordination**
 - Manage permits, vendor coordination, insurance documentation, and scheduling
 - Serve as the central coordinator for event logistics and compliance
- **Board and Committee Administration**
 - Prepare meeting materials, agendas, and minutes
 - Coordinate communications and documentation for Board and committees
- **CRM and Data Management**
 - Maintain sponsorship, business, and stakeholder databases
 - Track sponsorship outreach, commitments, and follow-ups
 - Support reporting on engagement and revenue activities

Organizational Value: This role establishes the administrative discipline and internal systems necessary to support consistent operations and effective sponsorship tracking—functions that are critical but often underdeveloped in smaller organizations.

Marketing & Events Coordinator: Program Execution and Public-Facing Engagement

The Marketing & Events Coordinator is a degreed, early career, professional responsible for executing the Authority's marketing strategies and supporting the delivery of events and programs, and related revenue attributable thereto.

Core Responsibilities:

- **Marketing and Communications**
 - Develop and implement social media and content strategies
 - Create promotional materials and maintain digital presence
- **Event Promotion and Coordination**
 - Support planning and execution of Authority events
 - Coordinate on-site logistics and public engagement efforts
- **Business and Community Engagement**
 - Maintain regular communication with downtown businesses
 - Support participation in promotions and events
- **Sponsorship Support**
 - Assist in preparation of sponsorship materials, including:
 - Presentation decks
 - Marketing graphics
 - Outreach collateral
 - Support sponsorship campaigns through coordination and follow-up

Key Clarification: This position supports sponsorship efforts through content creation and coordination but does not carry primary responsibility for revenue generation or sponsorship outcomes.

How does this Realignment Correct the Sponsorship/Revenue Gap?

The proposed organizational alignment implements an Executive-led strategy with targeted external support, and eliminates operational budget imbalances to allow the organization to maintain its commitment to its Village of Lake Orion municipal partner. Sponsorship development and alternative revenue will be restructured to reflect the specialized nature of revenue generation activities.

- **Executive Director**
 - Leads overall sponsorship strategy
 - Manages high-value relationships and negotiations
 - Sets revenue targets and accountability measures
- **Internal Staff (Administrative Assistant + Coordinator)**
 - Provide support through:
 - Data management (CRM tracking)
 - Preparation of materials
 - Coordination of outreach efforts
- **External Support (as needed)**
 - Commission-based sponsorship consultants, or
 - Campaign-specific marketing/fundraising professionals

Rationale: The proposed staffing model reflects a deliberate shift from a consolidated, generalist structure to a function-based organizational design.

Under the prior model, multiple complex functions — including marketing, event coordination, and sponsorship development — were assigned to a single position with the expectation that internal capacity would generate significant revenue outcomes. Operational experience has demonstrated that these functions require distinct skill sets, performance structures, and levels of specialization.

The proposed structure separates these functions into:

- Administrative support and organizational management
- Marketing and event execution
- Executive-level oversight of sponsorship and revenue strategy

This approach ensures that:

- Routine operational functions are performed efficiently and consistently
- Marketing and event execution are delivered at an appropriate staffing level
- Revenue generation responsibilities are aligned with roles that have the capacity, relationships, and accountability to produce results

This model reflects a practical and data-informed evolution of the Authority's operations and positions the organization for improved performance and financial sustainability moving forward.

A RECOMMENDATION DRIVEN BY BUDGET. It is important to emphasize that this realignment is a budgetary and structural adjustment, undertaken in response to financial performance and organizational needs, and not a critique of individual performance. The changes proposed herein are intended to ensure that the Authority's organizational structure aligns with its adopted budget, actual revenue outcomes, and operational realities.

Furthermore, this reorganization enables the Downtown Development Authority to continue meeting its **substantial commitments to the Village of Lake Orion**, including the responsible use of Tax Increment Financing (TIF) revenues, support for infrastructure and public improvements, and the ongoing advancement of downtown economic development initiatives.

This action represents a prudent and necessary adjustment that supports the Authority's mission while ensuring it remains a reliable and effective partner to the Village and the broader community.

BUDGET REPORT FOR VILLAGE OF LAKE ORION
Calculations as of 03/31/2026

Section 8, Item D.									
GL	FR	Description	23-24 Activity	24-25 Activity	25-26 Original Budget	25-26 Amended Budget	25-26 Activity	25-26 Projected	26-27 Dept. Requested
8	DOWNTOWN DEVELOPMENT AUTHORITY FUND								
Category:	Estimated Revenues								
24	402-000	Current Real Property Taxes	804,104.22	1,016,897.40	1,047,377.00	1,047,377.00	1,013,952.28	0.00	1,226,530.00
24	402-100	Property Tax - Twp DDA Capture	0.00	0.00	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	0.00	0.00
248	000-412-000	Property Tax - DPPT P/Y & C/Y	1,474.57	3,154.02	3,370.00	3,370.00	1,592.19	0.00	1,700.00
248	000-441-000	Local Community Stabilization Sh	15,970.70	14,033.68	15,000.00	15,000.00	17,650.43	0.00	13,570.00
248	000-445-000	Penalties & Interest on Taxes	0.00	0.00	2,000.00	2,000.00	0.00	0.00	0.00
248	000-539-000	State Grants	3,500.00	500.00	43,500.00	43,500.00	10,000.00	0.00	5,000.00
248	000-540-000	COUNTY/FEDERAL PROGRAM GRANTS PU	0.00	446,867.25	595,823.00	595,823.00	151,455.75	0.00	55,000.00
248	000-582-000	PROPERTY TAXES OTHER UNITS	201,995.92	0.00	0.00	0.00	0.00	0.00	0.00
248	000-664-000	Interest Earned	7,628.54	15,806.43	9,708.00	9,708.00	12,533.07	0.00	17,800.00
248	000-671-999	Appropriation from Fund Balance	0.00	0.00	171,128.00	171,128.00	0.00	0.00	0.00
248	000-673-000	Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248	000-676-404	Transfer from Prop Acq Fund	0.00	0.00	169,436.00	169,436.00	0.00	0.00	0.00
248	000-676-592	Reimbursement - Admin Fee - WBS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248	000-681-000	Reimburse - Insurance Claims	(5,870.48)	5,406.89	0.00	0.00	7,750.00	0.00	16,500.00
248	000-683-000	Reimbursements-Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248	000-685-000	Sponsorships	11,476.22	2,515.00	35,000.00	35,000.00	3,000.00	0.00	15,000.00
248	000-685-100	Transportation Sponsorship	21,907.00	0.00	8,500.00	8,500.00	0.00	0.00	0.00
248	000-686-000	Downtown Events	5,120.51	5,466.19	8,000.00	8,000.00	(131.76)	0.00	8,000.00
248	000-686-002	Flower Fair Revenue	305.00	0.00	2,500.00	2,500.00	0.00	0.00	0.00
248	000-686-003	New Year Resolution Run Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248	000-686-004	ST EVENT REVENUE	0.00	1,155.01	3,500.00	3,500.00	1.34	0.00	1,750.00
248	000-686-005	ST SPONSOR REVENUE	0.00	0.00	5,000.00	5,000.00	0.00	0.00	1,000.00
248	000-686-006	EV CHARGING	1,078.41	1,529.49	4,200.00	4,200.00	3,382.28	0.00	8,000.00
248	000-687-000	Merchandise Sales	0.00	0.00	3,500.00	3,500.00	0.00	0.00	2,740.00
248	000-688-000	Gift Certificate Sales	430.00	3,375.00	4,000.00	4,000.00	350.00	0.00	4,500.00
248	000-692-000	Rent	0.00	0.00	0.00	0.00	0.00	0.00	16,000.00
248	000-694-000	Miscellaneous	1,355.00	9,548.45	8,000.00	8,000.00	3,414.21	0.00	4,500.00
248	000-696-000	PROCEEDS FROM THE SALE OF BONDS/	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Estimated Revenues		1,070,475.61	1,526,254.81	2,156,542.00	2,156,542.00	1,224,949.79	0.00	1,397,590.00
Account Category:	Appropriations								
248	260-701-000	Executive Director Wages	60,860.93	70,947.48	82,400.00	84,000.00	70,423.31	0.00	88,200.00
248	260-704-000	Wages - Administrative Coordinat	35,878.15	18,544.36	32,417.00	32,417.00	13,045.00	0.00	29,120.00
248	260-706-000	Asst. Executive Director Wages	41,897.51	71,273.89	73,130.00	73,130.00	51,612.11	0.00	0.00
248	260-706-001	Marketing Coordinator	0.00	0.00	0.00	0.00	0.00	0.00	47,900.00
248	260-707-000	Wages - Grounds Coordinator	3,210.82	5,201.32	5,400.00	5,400.00	5,969.06	0.00	20,000.00
248	260-711-013	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248	260-715-000	Social Security	10,809.00	13,412.62	15,254.00	15,254.00	10,074.14	0.00	19,890.00
248	260-716-000	Health Insurance- Medical	2,877.74	24,358.82	14,820.00	14,820.00	16,735.16	0.00	8,200.00
248	260-717-000	Life & Disability Insurance	330.67	2,274.11	1,562.00	1,562.00	1,334.11	0.00	1,600.00
248	260-718-000	Dental Insurance	222.13	607.28	1,132.00	1,132.00	792.54	0.00	680.00
248	260-719-000	Pension	5,457.47	16,973.26	6,720.00	6,720.00	12,948.69	0.00	8,800.00
248	260-720-000	Unemployment	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00
248	260-721-000	Vision Care	45.91	684.25	720.00	720.00	136.89	0.00	720.00
248	260-722-000	Worker's Comp. Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
248	260-801-000	CONTRACTUAL SERVICES- DOWNTOWN	18,000.00	9,972.50	20,000.00	20,000.00	15,592.35	0.00	20,000.00
248	260-801-002	CONTRACTUAL SERVICES - PUBLIC SAF	60,000.00	60,000.00	103,000.00	103,000.00	103,000.00	0.00	106,090.00
248	260-801-003	CONTRACT SERVICES - DPW FEE	29,400.00	30,000.00	27,211.00	27,211.00	13,605.16	0.00	27,211.00
248	260-801-004	CONTRACTUAL SERVICES - PA57	69,999.96	70,000.00	62,643.00	62,643.00	62,643.00	0.00	64,522.00

BUDGET REPORT FOR VILLAGE OF LAKE ORION
Calculations as of 03/31/2026

GL	Pr	Description	Activity	Activity	Original Budget	Amended Budget	Activity	Projected	Dept.	Requested	Proj
Section 8, Item 18 DOWNTOWN DEVELOPMENT AUTHORITY FUND											
Category: Appropriations											
24	Fu	801-005	Contractual Services- Township	2,700.00	0.00	6,700.00	0.00	0.00		7,560.00	
24	Ac	801-012	Contractual Services-Parking Cod	21,000.00	0.00	0.00	0.00	0.00		0.00	
248		260-801-022	SPECIAL SERVICES- EVENTS	20,000.00	461.90	0.00	0.00	0.00		0.00	
248		260-801-023	Contract Services-DPW event supp	10,000.00	300.00	0.00	0.00	0.00		0.00	
248		260-801-033	Contract Services-DPW snow remov	15,600.00	17,000.00	0.00	0.00	0.00		0.00	
248		260-805-000	Audit Fees	2,950.00	3,979.00	5,900.00	5,900.00	0.00		500.00	
248		260-810-000	Legal Services	17,496.90	5,733.25	3,500.00	3,500.00	1,999.75		4,500.00	
248		260-823-000	Website/Software	5,710.54	3,842.55	4,200.00	4,200.00	2,011.04		3,900.00	
248		260-823-001	Municipal Software	3,675.50	3,800.00	5,000.00	5,000.00	28.85		2,000.00	
248		260-829-000	Planner Services	675.00	0.00	1,000.00	1,000.00	0.00		500.00	
248		260-851-000	Telephone	3,392.33	3,489.25	3,500.00	3,500.00	2,423.89		3,800.00	
248		260-900-000	Printing and Publication	0.00	0.00	500.00	500.00	0.00		3,700.00	
248		260-920-000	Utilities	9,600.96	7,017.69	7,800.00	7,800.00	3,491.37		6,240.00	
248		260-921-000	Municipal Street Lighting	6,418.22	13,501.46	13,780.00	13,780.00	9,584.57		14,700.00	
248		260-930-000	Repair and Maintenance	58.00	0.00	1,870.00	1,870.00	0.00		1,200.00	
248		260-930-002	Building Maintenance	375.14	388.47	1,200.00	1,200.00	101.51		900.00	
248		260-940-000	Equipment Rental	0.00	102.03	1,500.00	1,500.00	560.07		1,500.00	
248		260-941-000	Office Rent	12,000.00	16,800.00	16,800.00	16,800.00	13,590.00		20,400.00	
248		260-942-000	Office Expenses	3,427.48	5,166.22	4,000.00	4,000.00	4,010.48		5,500.00	
248		260-942-019	Covid Office Expenses	0.00	0.00	0.00	0.00	0.00		0.00	
248		260-946-000	Credit Card Fees	0.00	0.00	175.00	175.00	0.00		0.00	
248		260-955-001	Credit Card Fees	0.00	0.00	0.00	0.00	0.00		0.00	
248		260-956-000	Dues & Miscellaneous	1,504.13	1,487.88	1,900.00	1,900.00	1,463.07		1,900.00	
248		260-957-000	Education & Training	4,360.34	4,905.41	8,000.00	8,000.00	1,044.45		4,500.00	
248		260-958-000	General Activities Misc	0.00	344.31	7,500.00	5,900.00	3,084.68		5,150.00	
248		260-961-000	Tax Tribunal Refunds	0.00	0.00	0.00	0.00	0.00		0.00	
248		260-962-000	Mileage	37.65	774.03	500.00	500.00	111.18		500.00	
248		260-965-101	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00		0.00	
248		260-965-401	Transfer to Capital Imp Fund	0.00	0.00	0.00	0.00	0.00		0.00	
248		260-965-403	TRANSFER TO-DDA PUBLIC INFRASTRU	0.00	142,453.00	112,993.00	112,993.00	0.00		247,307.00	
248		260-965-404	Transfer Out - DDA Property Acq	157,500.00	0.00	0.00	0.00	0.00		0.00	
248		260-974-000	Capital Outlay - Equipment	1,234.84	1,046.09	2,000.00	2,000.00	469.00		2,000.00	
248		725-822-000	Newsletter	650.00	130.00	1,800.00	1,800.00	65.00		1,645.00	
248		725-824-000	Volunteer Recognition & Dvp.	0.00	675.21	1,700.00	1,700.00	357.34		1,950.00	
248		725-825-000	Gift Certificate Redemption	3,210.00	5,016.00	5,000.00	5,000.00	1,612.75		2,500.00	
248		725-826-000	Historic Celebration/Education	579.74	500.40	2,500.00	2,500.00	281.22		1,985.00	
248		725-827-000	Awareness Program	918.28	694.16	1,500.00	2,300.00	2,116.08		2,700.00	
248		725-864-000	Grant & Scholarship Distributio	0.00	0.00	500.00	3,000.00	2,500.00		1,000.00	
248		725-881-000	Merchandise to Sell	211.01	0.00	1,200.00	1,200.00	689.00		1,600.00	
248		726-745-000	Beautification Supplies	2,736.35	1,394.09	7,620.00	7,620.00	4,550.45		7,620.00	
248		726-746-000	Hanging Baskets	3,443.00	3,331.42	4,120.00	4,120.00	254.21		4,600.00	
248		726-801-000	Contractual Services	5,127.00	3,080.24	5,780.00	5,780.00	2,468.14		4,780.00	
248		726-843-000	Facade Program	5.00	22,273.96	25,480.00	25,480.00	0.00		10,000.00	
248		726-845-000	Public Art Program	0.00	390.69	2,100.00	2,100.00	220.00		0.00	
248		726-883-000	Banners and Holiday Lighting	5,999.66	6,977.08	8,100.00	8,100.00	6,937.45		8,650.00	
248		726-975-001	Capital outlay - Beautification	0.00	1,096.76	2,300.00	2,300.00	280.00		2,100.00	
248		726-975-002	Capital outlay - Streets	0.00	439.96	2,790.00	2,790.00	152.34		500.00	
248		726-980-001	PUBLIC SPACE GRANT-GENERAL	0.00	138,988.67	323,000.00	323,000.00	199,643.40		20,000.00	
248		726-980-002	PUBLIC SPACE GRANT-DEVELOPMENT &	0.00	161,801.90	212,000.00	212,000.00	42,321.14		11,326.00	

BUDGET REPORT FOR VILLAGE OF LAKE ORION
Calculations as of 03/31/2026

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Section 8, Item D.

GL	Account	Description	23-24 Activity	24-25 Activity	25-26 original Budget	25-26 Amended Budget	25-26 Activity	25-26 Projected	26-27 Dept. Requested	Projec
18 DOWNTOWN DEVELOPMENT AUTHORITY FUND										
Category: Appropriations										
24	Ad	Contractual Services								
248	801-000	Trolley expense	6,312.50	17,245.01	17,800.00	17,800.00	7,399.52	0.00	12,000.00	
248	860-000	DATA AND METRICS	23,902.51	7,503.24	18,900.00	18,900.00	3,069.34	0.00	0.00	
248	728-861-000	Training Materials	0.00	0.00	1,460.00	1,460.00	7.76	0.00	500.00	
248	728-862-000	Grant & Scholarship Distributio	0.00	57.37	500.00	500.00	0.00	0.00	1,100.00	
248	728-866-000	Marketing Materials	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00	
248	728-886-001	Blight Reduction	0.00	10.79	2,500.00	2,500.00	689.00	0.00	2,500.00	
248	728-886-002	Social District	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
248	728-888-000	Brand Marketing	1,000.00	60.00	2,350.00	2,350.00	557.77	0.00	1,950.00	
248	728-888-001	Contractual Services Brand Marke	23,295.55	24,924.66	23,700.00	23,700.00	20,412.56	0.00	27,325.00	
248	729-880-000	Event Promotion	23,255.00	272.89	12,000.00	12,000.00	2,603.24	0.00	8,000.00	
248	729-880-001	Event Promo - Gazebo Series	473.44	404.71	2,500.00	2,500.00	1,088.74	0.00	3,000.00	
248	729-880-004	Event Promo - Halloween Parade	10,170.07	10,600.00	14,500.00	14,500.00	13,000.00	0.00	14,900.00	
248	729-880-005	Event Promo - Hmtn/Holiday Vi	2,450.61	1,240.10	2,500.00	2,500.00	1,861.37	0.00	2,500.00	
248	729-880-006	Event Promo - New Years Res. Run	8,014.27	2,832.22	3,000.00	3,000.00	1,957.43	0.00	3,000.00	
248	729-880-007	Event Promo - Flower Fair	0.00	0.00	1,500.00	1,500.00	109.37	0.00	1,500.00	
248	729-880-008	EVENT PROMO-ICE FEST	0.00	0.00	3,500.00	3,500.00	3,300.98	0.00	4,800.00	
248	729-880-009	EVENT PROMO-Lake Orion Love Shop	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
248	729-880-010	PARTNERED EVENTS	0.00	807.00	1,500.00	1,500.00	0.00	0.00	1,500.00	
248	729-880-011	Restaurant week	0.00	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	
248	729-880-012	String & Stroll Tree Lighting	11,753.72	3,890.49	7,000.00	7,000.00	3,490.92	0.00	7,000.00	
248	729-880-013	STRONGER TOGETHER-WINTER	348.99	384.76	2,500.00	2,500.00	2,478.53	0.00	1,000.00	
248	729-880-014	STRONGER TOGETHER- SUMMER/FALL	0.00	128.14	1,500.00	1,500.00	1,172.30	0.00	1,000.00	
248	729-880-015	Winter Activities	7,019.39	5,986.48	4,500.00	4,500.00	4,499.16	0.00	5,175.00	
248	729-880-016	MISC EVENTS-OTHER	0.00	53.00	2,500.00	2,500.00	1,500.00	0.00	2,500.00	
248	729-880-017	Movie Night	998.81	1,707.69	3,500.00	3,500.00	2,693.41	0.00	4,780.00	
248	729-880-100	Stronger Together- smr fall	1,521.82	0.00	0.00	0.00	0.00	0.00	1,000.00	
248	729-885-000	Port-A-Johns	2,103.51	1,007.50	1,600.00	1,600.00	1,265.00	0.00	1,950.00	
248	729-895-000	Event Promo-Comm. Sponsorships	0.00	0.00	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	0.00	0.00	
248	730-253-885	Knox Box Grant Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
248	730-885-100	Repair & Maintenance-Equipment	0.00	0.00	2,000.00	2,000.00	0.00	0.00	0.00	
248	730-931-000	Transfer Out - General Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
248	730-965-301	Interfund TRF 2023 DDA Bond Proj	422,709.00	419,709.00	420,721.00	420,721.00	0.00	0.00	421,333.00	
248	730-965-404	Transfer Out - DDA Property Acq	0.00	0.00	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	0.00	0.00	
248	730-975-000	Capital Outlay	1,636.00	19,976.51	0.00	0.00	0.00	0.00	0.00	
248	730-975-003	DDA Capital Outlay	5,871.00	4,668.94	2,500.00	2,500.00	0.00	0.00	10,000.00	
248	730-975-005	DDA Capital Outlay- Wayfinding/L	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
248	730-975-006	DDA Capital Outlay - Parking	0.00	0.00	10,000.00	10,000.00	942.85	0.00	0.00	
248	730-975-009	Capital Outlay - Dumpsters	0.00	0.00	5,000.00	1,000.00	0.00	0.00	0.00	
248	730-975-011	Capital Outlay - Trail Extensi	0.00	0.00	4,300.00	4,300.00	0.00	0.00	0.00	
248	730-975-015	Capital Outlay- Outdoor Sound	0.00	0.00	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	0.00	0.00	
248	730-992-000	Bond Principal	0.00	0.00	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	0.00	0.00	
Appropriations			1,214,423.55	1,497,103.47	1,842,048.00	1,844,548.00	760,826.20	110,444.00	1,408,959.00	

Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:

04/15/2026 11:30 AM

BUDGET REPORT FOR VILLAGE OF LAKE ORION
 Calculations As of 03/31/2026

GL	Description	23-24 Activity	24-25 Activity	25-26 original Budget	25-26 Amended Budget	25-26 Activity	25-26 Projected	26-27 Dept. Requested	Projec
FUND	8 DOWNTOWN DEVELOPMENT AUTHORITY FUND								
TO	ESTIMATED REVENUES	1,070,475.61	1,526,254.81	2,156,542.00	2,156,542.00	1,224,949.79	0.00	1,397,590.00	
TO	PROPRIATIONS	1,214,423.55	1,497,103.47	1,842,048.00	1,844,548.00	760,826.20	110,444.00	1,408,959.00	
	NET OF REVENUES & APPROPRIATIONS:	(143,947.94)	29,151.34	314,494.00	311,994.00	464,123.59	(110,444.00)	(11,369.00)	
BEG.	FUND BALANCE	498,200.06	356,811.12	385,962.46	385,962.46	385,962.46	385,962.46	275,518.46	
FUND	BALANCE ADJUSTMENTS	2,559.00	0.00			0.00			
END	FUND BALANCE	356,811.12	385,962.46	700,456.46	697,956.46	850,086.05	275,518.46	264,149.46	

BUDGET REPORT FOR VILLAGE OF LAKE ORION
Calculations As of 03/31/2026

Section 8, Item D.

GL	Account	Description	23-24 Activity	24-25 Activity	25-26 Original Budget	25-26 Amended Budget	25-26 Activity	25-26 Projected	26-27 Dept. Requested	Project
01 DOWNTOWN DEV BOND PROJECT 2023										
Account Category:	Estimated Revenues									
301-901-805-000	Audit fees		0.00	0.00	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	0.00	0.00	
301-901-950-000	Demolition & Land Improvement		26,826.76	215,618.20	174,500.00	174,500.00	139,612.53	0.00	0.00	
301-901-956-000	Dues & Miscellaneous		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
301-901-971-000	Capital Outlay - Buildings		2,120,874.70	0.00	672,520.00	672,520.00	202,562.97	0.00	0.00	
301-905-301-000	Bond Issuance Expense		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
301-905-731-000	2023 Bond Taxable Issuance Expe		1,000.00	0.00	0.00	0.00	500.00	500.00	500.00	
301-905-731-001	2023 Tax exempt Bond Issuance Ex		1,000.00	0.00	0.00	0.00	500.00	500.00	500.00	
301-905-745-001	Property taxes-Orion Twp		3,353.36	0.00	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	0.00	0.00	
301-905-992-003	2023 DDA BONDS TAXABLE PRINCIPAL		75,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	65,000.00	
301-905-992-004	2023 DDA BONDS TAX EXEMPT PRINCI		180,000.00	150,000.00	160,000.00	160,000.00	160,000.00	160,000.00	165,000.00	
301-905-993-001	2023 DDA BONDS TAXABLE INTEREST S		60,931.02	76,909.00	73,921.00	73,921.00	73,921.00	73,921.00	70,933.00	
301-905-993-002	2023 DDA TAX EXEMPT BOND INTERES		105,777.78	132,800.00	126,800.00	126,800.00	126,800.00	126,800.00	120,400.00	
Appropriations			2,574,763.62	635,327.20	1,267,741.00	1,267,741.00	763,896.50	421,721.00	422,333.00	
Fund 301 - DOWNTOWN DEV BOND PROJECT 2023:										
TOTAL ESTIMATED REVENUES			424,626.41	421,403.54	421,621.00	421,621.00	861.16	422,320.00	422,833.00	
TOTAL APPROPRIATIONS			2,574,763.62	635,327.20	1,267,741.00	1,267,741.00	763,896.50	421,721.00	422,333.00	
NET OF REVENUES & APPROPRIATIONS:			(2,150,137.21)	(213,923.66)	(846,120.00)	(846,120.00)	(763,035.34)	599.00	500.00	
BEG. FUND BALANCE			4,944,949.68	2,794,812.47	2,580,888.81	2,580,888.81	2,580,888.81	2,581,487.81	2,581,487.81	
END FUND BALANCE			2,794,812.47	2,580,888.81	1,734,768.81	1,734,768.81	1,817,853.47	2,581,487.81	2,581,987.81	

BUDGET REPORT FOR VILLAGE OF LAKE ORION
Calculations As of 03/31/2026

Section 8, Item D.

GL	Account Category	Description	23-24 Activity	24-25 Activity	25-26 Original Budget	25-26 Amended Budget	25-26 Activity	25-26 Projected	26-27 Dept. Requested	Projec
400	4 DDA PROPERTY ACQUISITION	Category: Estimated Revenues								
400	664-000	Interest Earnings	124.17	113.28	0.00	0.00	67.22	0.00	0.00	
400	694-000	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
404-000-699-248		Interfund Transfer In - DDA	157,500.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Estimated Revenues		157,624.17	113.28	0.00	0.00	67.22	0.00	0.00	
	Account Category: Appropriations									
404-901-805-000		Audit Fees	0.00	0.00	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	0.00	0.00	
404-901-930-000		Repair & Maintenance - Bldg	0.00	0.00	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	0.00	0.00	
404-901-956-000		Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
404-901-971-000		Capital Outlay - Building	0.00	0.00	169,436.00	169,436.00	0.00	0.00	0.00	
404-901-980-248		Prop Acq Transfer to DDA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
404-901-992-000		Bond Principal	300,000.00	0.00	0.00	0.00	0.00	0.00	0.00	
404-901-995-000		Bond Interest	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Appropriations		315,000.00	0.00	169,436.00	169,436.00	0.00	0.00	0.00	
	Fund 404 - DDA PROPERTY ACQUISITION:									
	TOTAL ESTIMATED REVENUES		157,624.17	113.28	0.00	0.00	67.22	0.00	0.00	
	TOTAL APPROPRIATIONS		315,000.00	0.00	169,436.00	169,436.00	0.00	0.00	0.00	
	NET OF REVENUES & APPROPRIATIONS:		(157,375.83)	113.28	(169,436.00)	(169,436.00)	67.22	0.00	0.00	
	BEG. FUND BALANCE		326,840.70	169,464.87	169,578.15	169,578.15	169,578.15	169,578.15	169,578.15	
	END FUND BALANCE		169,464.87	169,578.15	142.15	142.15	169,645.37	169,578.15	169,578.15	
	Report Totals:									
	TOTAL ESTIMATED REVENUES - ALL FUNDS		1,652,726.19	1,947,771.63	2,578,163.00	2,578,163.00	1,225,878.17	422,320.00	1,820,423.00	
	TOTAL APPROPRIATIONS - ALL FUNDS		4,104,187.17	2,132,430.67	3,279,225.00	3,281,725.00	1,524,722.70	532,165.00	1,831,292.00	
	NET OF REVENUES & APPROPRIATIONS:		(2,451,460.98)	(184,659.04)	(701,062.00)	(703,562.00)	(298,844.53)	(109,845.00)	(10,869.00)	
	BEG. FUND BALANCE - ALL FUNDS		5,769,990.44	3,321,088.46	3,136,429.42	3,136,429.42	3,136,429.42	3,136,429.42	3,026,584.42	
	FUND BALANCE ADJUSTMENTS - ALL FUNDS		2,559.00	0.00			0.00		3,015,715.42	
	END FUND BALANCE - ALL FUNDS		3,321,088.46	3,136,429.42	2,435,367.42	2,432,867.42	2,837,584.89	3,026,584.42	3,015,715.42	

Administrative Coordinator

Section 8, Item D.

Supervision Received: Reports to the DDA Director
Supervision Exercised: Intern / Volunteers as needed

RECOMMENDED BUDGET IMPACT
29,120 + wthold = \$31,650

Position Summary

The Administrative Coordinator serves as the organizational backbone of the Downtown Development Authority (DDA), providing essential administrative, financial, and operational support to ensure the efficient and consistent delivery of programs, events, and initiatives. This role is responsible for maintaining the internal systems, coordination, and documentation necessary to support the DDA's mission of advancing economic development and downtown vitality in alignment with the Main Street Four Point Approach®, with particular emphasis on Organization and Promotion.

This is a public facing role, and the candidate must be very comfortable communicating and interacting with the public, government and business community.

Qualifications:

- Working knowledge of Municipal government procedures a plus
- Professional attitude and ability to work with the public, municipal officials, volunteers and merchants
- Working knowledge of Main Street America a plus
- Strong organizational skills with attention to detail
- Willingness and ability to learn quickly, without significant oversight
- Ability to work cooperatively with others
- Strong communication skills, both written and oral
- Bachelor's degree in communications, office administration, English, or journalism is desired.

Duties:

- Create and/or edit content for
 - Board and Committee Informational Materials
 - Business and Community notices and communications
- Serves as administrative resource person to DDA Director, Assistant Director and DDA Board
 - Assist with bookkeeping functions, processing invoices, expenditures, and support general ledger organization including use of BS&A or similar municipal accounting software
 - Assist in Preparation of Agenda Packets for monthly meetings using MuniCode agenda software
 - Liaison for all merchandise sales including Downtown Dollars.
 - Manage administration of DTLO office, password(s), software support and supplies.
 - Manage other special programs, projects and events, as needed
 - Assists with preparation and distribution of materials supporting the organization including fliers, brochures, posters, newsletters and survey distribution as necessary
 - Working knowledge of all active workplans
 - Performs other duties as required
 - Office organization, supply, and coordination with cleaning and maintenance services

Knowledge of the following a plus, willingness to learn is a necessary skill:

- The four-point Main Street approach to assist in the recruitment and management of volunteers
- Microsoft Office Suite – with an emphasis on Word and Excel
- Use of cloud based storage and document creation, storage and editing.
- Social Media, including posting, metrics, and data
- Snap Retail (Email services)
- Canva.com (Graphics)

Wages:

- \$20/hour DOQ

Schedule:

- 30 hours weekly (Schedule varies based upon DDA Calendar)
- General: in office Monday – Thursday 9am- 4pm, plus flex time depending on events and schedule

Contact Executive Director, Matthew Gibb at 248-693-9742 or email him at gibb@downtownlakeorion.org



MARKETING AND COMMUNICATIONS COORDINATOR

Reports to: Executive Director

The Marketing and Communications Coordinator will primarily support marketing of the Lake Orion Downtown Development Authority and its Main Street Alliance including but not limited to email marketing, production of creative content, database management and more, with an overall goal of increasing brand awareness, volunteer participation and recognition for the District.

The Marketing and Communications Coordinator will implement marketing plans that effectively support wide-reaching awareness. The position requires the ability to deploy resources strategically while managing multiple projects with a keen attention to detail and quality.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Job descriptions do not typically include every duty or responsibility that a person in the role may be asked to perform but the following is a thoughtful list based on current needs.

- Support implementation of written Marketing and Communications work plan(s).
- Support and create content for offering of sponsor, alternative revenue sourcing.
- Present and maintain a positive public image of the organization
- Coordinate with external consultants: website, graphic design, photo/video, printing and more
- Coordinate production process for marketing collateral
- Assist in marketing collateral for internal and external stakeholders and events
- Assist with website content and manage all domain and hosting contracts
- Gather metrics for website and earned media, and put together an initial and continuing analysis
- Conduct occasional photography
- Support/coordinate content for marketing campaigns
- Support development of collateral, including Annual Reports, Development Updates and PowerPoint presentations
- Create Small Business Engagement resource kit(s)
- Develop, deploy, analyze surveys and reports in collaboration with DDP and BIZ
- Report out on metrics and other administrative tasks
- Coordinate efficient uploads of all photo and video files to appropriate platforms (Google Photos and YouTube)
- Manage news and magazine subscriptions and events calendars

COMPENSATION & SCHEDULE

This is a full-time, salaried position with an annual compensation of **\$47,900**, commensurate with experience.

The position is expected to maintain a flexible work schedule averaging **35–40 hours per week**, with regular office hours supplemented by **evenings and weekends as required** to support events, programs, and community engagement activities.

This position is **not benefit-eligible**.

QUALIFICATIONS

- Bachelor's degree or one to three years work experience in related, professional setting.
- Ability to prioritize and execute projects simultaneously with exceptional quality and meticulous attention to detail.
- Project management principles and practices.
- Knowledge of Microsoft Suite, including PowerPoint, Word, Excel and others.
- Software experience with Adobe Creative Suite, including photo and video editing.
- Demonstrated ability to create digital/creative content
- Willingness to demonstrate commitment to the mission, vision and core values.

CORE COMPETENCIES

- Critical thinking and problem solving
- Decision-making
- Attention to detail
- Quick to action
- Conflict resolution and customer service
- Planning, prioritization, and organization
- Verbal and written communication
- Teamwork
- Adaptability
- Diplomacy



ROBERT CHARLES DAVIS
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 www.dbsattorneys.com

March 23, 2026

Village of Lake Orion DDA Director
 118 N. Broadway Street
 Lake Orion, Michigan 48362

**Re: Opinion of Legal Counsel on DDA
 Budget Process and Role of the Director,
 The Board and the Village Council**

Dear DDA Director:

I. THE STATUTORY BUDGET PROCESS FOR THE DDA

This memorandum focuses on the statutory steps set forth at MCL 125.4228 (**Exhibit 1**) for the DDA budget process. The DDA budget process is set forth and controlled by state statute. The steps are clear and defined.

A. Step 1 -- The DDA Director Prepares A Budget.

The first step is for the DDA Director to prepare and submit for the approval (not adoption) of the DDA Board a budget ("Budget") for the operation of the DDA for the ensuing fiscal year. This language is clear and concise.

"(1) The director of the authority shall prepare and submit for the approval of the board a budget for the operation of the authority for the ensuing fiscal year." (Exhibit 1 -- MCL 125.4228)
 (Emphasis Added)

As guidance to the DDA Director, MCL 125.4228 states that the Budget shall be prepared in the manner and contain the information required of municipal departments. No other statutory guidance is provided. This language is clear and concise.

“The budget shall be prepared in the manner and contain the information required of municipal departments.” (Exhibit 1 -- MCL 125.4228) (Emphasis Added)

B. Step 2 -- The Budget is Submitted To The Village Council.

Prior to the DDA Board “Adopting” the Budget, the second step is for the Budget to be approved by the Village Council. MCL 125.4228 states that, “before the budget may be adopted by the board, it shall be approved by the governing body of the municipality.” This language is clear and concise.

“Before the budget may be adopted by the board, it shall be approved by the governing body of the municipality.” (Exhibit 1 -- MCL 125.4228) (Emphasis Added)

C. Step 3 -- The Budget is Submitted To The Village Council.

The third step provides the role and what actions the Village Council (governing body) may take when it receives the proposed Budget from the DDA Board. The statutorily permitted actions of the Village Council are limited and defined.

Under the statute, the Village Council may assess a reasonable pro rata share of the funds for the cost of handling and auditing the funds against the funds of the authority. MCL 125.4228 is clear and concise. The statute does not state, permit or authorize any actions by the Village Council beyond a reasonable assessment for the purpose stated.

“(2) The governing body of the municipality may assess a reasonable pro rata share of the funds for the cost of handling and auditing the funds against the funds of the authority, other than those committed,” (Exhibit 1 -- MCL 125.4228) (Emphasis Added)

D. Step 4 -- The Assessment Is Assigned As A Budget Line Item For Payment Annually.

MCL 125.4228 further states that the assessed cost for the handling and auditing of the funds shall be paid annually by the DDA Board pursuant to an appropriate item in the Budget.

“. . .cost shall be paid annually by the board pursuant to an appropriate item in its budget.” (Exhibit 1 -- MCL 125.4228) (Emphasis Added)

E. Step 5 -- The Budget Is Adopted By The DDA Board.

After the DDA Budget is approved by the governing body, it is then adopted by the DDA Board in the manner as approved by the Village Council.

II. CONCLUSIONS

The DDA Budget process is governed and controlled by state law. The role of the DDA Director is defined. The role of the DDA Board is defined. The role of the governing body (Village Council) is defined. It is my opinion that these roles are not expanded, modified or adjusted under any other state law.

The governing body (Village Council) may (not mandatory) review the DDA submitted budget and assess a cost amount for the “handling and auditing” of the funds of the DDA that are not already committed. This language is binding and controlling. The cost must then be paid by the DDA to the Village “pursuant to an appropriate item in the its budget”. Thus, the DDA Budget, if an authorized assessment is imposed by the Village Council, should contain a line item entitled “Village Assessment under MCL 125.4228(2)”. This would be consistent with the controlling law.

Any imposed assessment issued by the Village Council under a “may” standard must be “reasonable” and be for the cost of “handling and auditing” the funds against the funds of the DDA. This language is controlling and specific with respect to the sole assessment allowed to be imposed by the Village Council against the budget of the DDA.

It is my opinion the only reasonable assessment allowed by law is for the costs incurred by the governing body for the handling and the auditing of the DDA funds. All other expenses the DDA incurs for services provided by the governing body should be invoiced by the governing

body to the DDA if and when such expenses are incurred. Those expenses should not be “projected” and included as line items in the DDA Budget. The process may be summarized as follows:

1. **Director prepares DDA Budget.**
2. **DDA approves (not adopts) the Budget for submittal to the Governing Body (Village Council).**
3. **Village Council reviews the DDA Budget and may impose a reasonable assessment for the defined purpose of handling and auditing the funds against the funds of the authority.**
4. **Village Council approves the DDA Budget.**
5. **DDA Board adopts the approved Budget.**



Robert Charles Davis
Village of Lake Orion
DDA Attorney

EXHIBIT NO. 1

MCLS § 125.4228

This document is current through Act 6 of the 2025 Regular Legislative Session and E.R.O. 2025-1

Michigan Compiled Laws Service > Chapter 125 Planning, Housing, And Zoning (§§ 125.1 — 125.4915) > Act 57 of 2018 (Pts. 1 — 9) > Part 2 Downtown Development Authorities (§§ 125.4201 — 125.4230)

§ 125.4228. Budget.

Sec. 228.

(1) The director of the authority shall prepare and submit for the approval of the board a budget for the operation of the authority for the ensuing fiscal year. The budget shall be prepared in the manner and contain the information required of municipal departments. Before the budget may be adopted by the board, it shall be approved by the governing body of the municipality. Funds of the municipality shall not be included in the budget of the authority except those funds authorized in this part or by the governing body of the municipality.

(2) The governing body of the municipality may assess a reasonable pro rata share of the funds for the cost of handling and auditing the funds against the funds of the authority, other than those committed, which cost shall be paid annually by the board pursuant to an appropriate item in its budget.

History

[Pub Acts 2018, No. 57](#), effective January 1, 2019.

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DDA ACTION SUMMARY SHEET

MEETING DATE: APRIL 21, 2026

TOPIC REPORT – COUNCIL REQUEST FOR RECOMMENDATION TO DISSOLVE DDA BOARD

BACKGROUND BRIEF:

At its April 13, 2026 meeting, the Village Council passed a motion to SEEK A RECOMMENDATION FROM THE Village Manager as to whether it is feasible and beneficial to dissolve the DDA Board into the Planning Commission. We, again, prepare substantive response and objection.

In this instance, we rely on the statutory framework of the Dda law and stand firm that this is not legal, nor possible.

RECOMMENDED ACTION:

So that we maintain a public record of our position, this report has been drafted and the proper exhibits attached. The organization should receive and file this into our records.

RECOMMENDED MOTION

Move to receive and file the Memorandum concerning the April 13, 2026, council motion seeking recommendation from the DDA Director dated April 21, 2026._

Memorandum

TO:DDA BOARD

Re: Village Council Action Regarding DDA Structure, Legal Analysis, and Next Steps

Date: April 21, 2026

From: Executive Director

The purpose of this memorandum is to provide the Board with a comprehensive summary of recent actions taken by the Village Council regarding the potential restructuring of the Downtown Development Authority (DDA), to outline the DDA's formal position in response to those actions, to summarize the conclusions of the legal opinions obtained, and to describe the practical implications and anticipated next steps.

At its April 13, 2026 Regular Meeting, the Village Council considered the question of whether the DDA Board could be aligned, combined, or otherwise integrated with the Village Planning Commission. During that meeting, a motion was introduced directing the Village Manager to prepare and present an analysis outlining the "pros and cons" of aligning the DDA Board with the Planning Commission for future Council consideration. That motion was approved by Council, formally initiating an administrative review of the concept.

In conjunction with this action, Council discussion reflected a range of perspectives, including questions regarding governance efficiency, financial considerations, and the perceived overlap in community planning functions. At the same time, concerns were raised—both by Council members and in public comment—regarding the legal feasibility of such a restructuring and the potential consequences associated with altering the DDA's statutory role.

In response to the Council's consideration of this concept, the DDA has formally objected to any proposal that would attempt to combine, merge, or transfer the powers of the DDA Board to the Planning Commission. This objection is grounded not in policy preference, but in the legal framework established under Michigan law, which governs the formation, authority, and operation of downtown development authorities.

To provide clarity on this issue, two legal analyses were prepared and are included in the record.

The first, a formal memorandum dated April 10, 2026, analyzes the issue under the Downtown Development Authority Act (PA 197 of 1975, as amended by PA 57 of 2018) and the Michigan Planning Enabling Act. That memorandum concludes unequivocally that the Village may not lawfully combine the DDA Board with the Planning Commission or assign the DDA's statutory powers to that body. The analysis emphasizes that the DDA is a separate public authority created by statute, with independent powers including tax increment financing, property acquisition, and economic development activities within a defined district. By contrast, the Planning Commission

is an advisory and regulatory body, lacking independent financing or development authority. The memorandum further explains that no statutory mechanism exists to transfer or delegate DDA powers to another municipal entity. As a result, the only legally permissible path to eliminate the DDA would be formal dissolution, which requires strict statutory compliance and the full resolution of all financial and contractual obligations. Critically, upon dissolution, all DDA powers—including tax increment financing—terminate and do not transfer to the Village or any other body.

The second opinion, prepared independently and dated April 13, 2026, reaches the same conclusion. It states plainly that there is no statutory authority allowing the Village Council to transfer power from an existing DDA Board to the Planning Commission. The opinion further clarifies that while the DDA Act permits a municipality, at the time of initial formation, to designate a Planning Commission to serve as the DDA Board, there is no authority to make such a change after a DDA has already been established. The opinion also underscores that the statutory requirements governing DDA board composition and member terms are mandatory, and that Council cannot prematurely terminate or restructure the existing board outside of those provisions.

Taken together, these legal opinions establish a clear and consistent conclusion: the concept of combining the DDA Board with the Planning Commission is not supported under Michigan law. The Village is therefore not presented with multiple governance options for administering DDA functions, but rather with a binary legal framework—either maintain the DDA as an independent statutory authority, or pursue formal dissolution and relinquish the powers granted under the Act.

The practical implications of this distinction are significant. If dissolution were pursued, the DDA would cease to exist as a legal entity, and its ability to capture and utilize tax increment revenues would be permanently eliminated. Existing development plans, financial structures, and contractual commitments would need to be resolved prior to dissolution, and the economic development tools currently available through the DDA would no longer be available to the Village in any form. Importantly, those powers cannot be reassigned to the Planning Commission or recreated through administrative action.

Notwithstanding the Council’s direction to the Village Manager to prepare a “pros and cons” analysis, the legal framework within which that analysis must operate is well-defined. While administrative or operational considerations may be evaluated, any recommendation suggesting consolidation, transfer of powers, or hybrid governance would be inconsistent with statutory authority and subject to legal challenge.

ROBERT CHARLES DAVIS

ATTORNEY CLIENT COMMUNICATION

TO: Lake Orion Downtown Development Authority
Executive Director, Matthew Gibb

FROM: Robert Charles Davis 

RE: Question Regarding Whether The Village of Lake Orion Council Can
Transfer Power From Its Currently Existing DDA Board To
The Village Of Lake Orion Planning Commission

DATE: April 13, 2026

I. PURPOSE

The purpose of this memorandum/legal opinion is to analyze whether the Village of Lake Orion Council is authorized, at this time, under the Downtown Development Authority Act, MCL 125.4201 Et. Seq. (“DDA Act”) to transfer power from the currently existing DDA Board to the Village of Lake Orion Planning Commission.

II. SHORT ANSWER

Short Answer: “NO”

There is no statutory authority allowing the Village of Lake Orion Council to transfer authority from the currently existing DDA Board to the Village of Lake Orion Planning Commission.

III. LEGAL ANALYSIS

The DDA Act, at MCL 125.4204, states that an authority shall be under the supervision and control of a board consisting of the chief executive officer of the municipality or his or her designee from the governing body of the municipality and not less than 8 or more than 12 members as determined by the governing body of the municipality.

“(1) Except as provided in subsections (7), (8), and (9), an authority shall be under the supervision and control of a board consisting of the chief executive officer of the municipality or his or her designee from the governing body of the municipality and not less than 8 or more than 12 members as determined by the governing body of the municipality. . . .” (MCL 125.4204) (Emphasis Added)

The DDA Act, at MCL 125.4201, defines a “Governing body of a municipality” to mean an elected body of a municipality having legislative powers. Here, that is the Village Council.

“(q) “Governing body of a municipality” means the elected body of a municipality having legislative powers.” (MCL 125.4201) (Emphasis Added)

The DDA Act, at MCL 125.4204, states that by ordinance the governing body of a municipality that has a population of less than 5,000 may have the municipality’s planning commission created pursuant to former 1931 PA 285 or the Michigan planning enabling act, 2008 PA 33, MCL 125.3801 to 125.3885, serve as the board provided for in the DDA Act at MCL 125.4204(1).

“(8) By ordinance, the governing body of a municipality that has a population of less than 5,000 may have the municipality’s planning commission created pursuant to former 1931 PA 285 or the Michigan planning enabling act, 2008 PA 33, MCL 125.3801 to 125.3885, serve as the board provided for in subsection (1).” (MCL 125.4204) (Emphasis Added)

Thus, it is my opinion the statute allows a Village Council to initially choose to establish the Planning Commission as its DDA Board. However, if a Village Council does not initially choose to establish the Planning Commission as its DDA Board, it is my opinion there is no authority in the DDA statute stating that a Village Council can later take action to transfer power from a currently existing DDA Board to a Planning Commission. A careful examination of the DDA Act shows two (2) principal reasons why this cannot be done.

A. **First: The DDA Act Does Not State That The Village of Lake Orion Council Can Transfer Power From A Currently Sitting DDA Board To Its Planning Commission.**

A review of MCL 125.4204 shows no mention of any power being granted to the Village of Lake Orion Council to transfer power from the current DDA Board to the Village of Lake Orion Planning Commission. The Legislature, when enacting MCL 125.4204, did affirmatively provide for a limited set of defined circumstances when a new DDA Board can be created. By way of example, MCL 125.4204 (7) states that by resolution of its governing body, a municipality having more than one authority may establish a single board to govern all authorities in the municipality. The governing body may designate the board of an existing authority as the board for all authorities or may establish by resolution a “new board” in the same manner as provided in subsection (1).

“(7) By resolution of its governing body, a municipality having more than 1 authority may establish a single board to govern all authorities in the municipality. **The governing body may designate the board of an existing authority as the board for all authorities or may establish by resolution a new board in the same manner as provided in subsection (1).** A member of a board governing more than 1 authority may be a resident of or have an interest in property in any of the downtown districts controlled by the board in order to meet the requirements of this section.” (MCL 125.4204) (Emphasis Added)

MCL 125.4204 (9) then states that, if a municipality enters into an agreement with a qualified township under section 203(7), the membership of the board may be modified by the interlocal agreement.

“(9) **If a municipality enters into an agreement with a qualified township under section 203(7), the membership of the board may be modified by the interlocal agreement** described in section 203(7).” (MCL 125.4204) (Emphasis Added)

While MCL 125.4204 expressly provides for certain defined situations when a new DDA Board can be created, the Michigan Legislature did not insert any provision within MCL 125.4204 stating that the Village of Lake Orion Council can transfer power from a preexisting DDA Board to its

Planning Commission. Absent such a provision, it is my opinion this power was not granted by the DDA Act.

B. Second: The DDA Act States That Sitting DDA Board Members Shall Remain As DDA Board Members Until Their Term Expires.

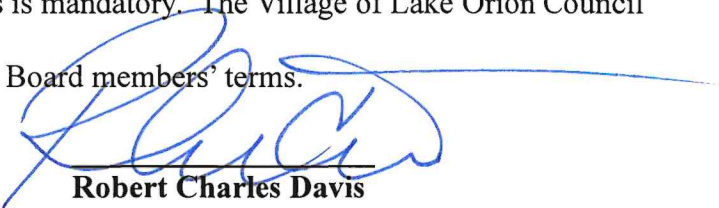
The DDA Act, at MCL 125.4204, states that of the members of a DDA Board which are first appointed, an equal number of the members, as near as is practicable, shall be appointed for 1 year, 2 years, 3 years, and 4 years and shall hold office until the member’s successor is appointed and thereafter each member of a DDA Board “shall” serve for a term of 4 years.

“Of the members first appointed, an equal number of the members, as near as is practicable, shall be appointed for 1 year, 2 years, 3 years, and 4 years. A member shall hold office until the member’s successor is appointed. Thereafter, each member shall serve for a term of 4 years. . .” (MCL 125.4204) (Emphasis Added)

The use of the term “shall” is instructive. According to the Michigan Court of Appeals, when interpreting the language of a statute the use of the term “shall” in a statute denotes a mandatory requirement.

“The general rule when interpreting the language of a [*8] statute is to construe it according to its plain meaning. Uniformly, this Court has held that the word “shall” is mandatory. See *State Highway Comm v Vanderkloot*, 392 Mich 159; 220 NW2d 416 (1974).” (County of Delta v. Michigan Dep’t of Natural Resources, 118 Mich. App. 458, 462; 325 N.W.2d 455, 457, 1982).) (Emphasis Added)**

Here, the Village of Lake Orion DDA Board was long ago created. The language set forth in MCL 125.4204 is clear that each of the current members of the Village of Lake Orion DDA Board shall serve until their term expires. This is mandatory. The Village of Lake Orion Council cannot prematurely terminate the current DDA Board members’ terms.



Robert Charles Davis



LEGAL OPINION AND MEMORANDUM

TO: VILLAGE OF LAKE ORION
LAKE ORION DDA BOARD
VILLAGE COUNCIL PRESIDENT

FROM: Matthew Gibb, Executive Director

DATE: April 10, 2026

RE: Legal Authority and Procedure Regarding Proposed Dissolution of the
DDA and Assignment of Its Functions to the Village Planning
Commission

The Village Council is considering a proposal to dissolve the existing DDA Board and instead have the Village Planning Commission assume the functions and responsibilities currently carried out by the DDA. The DDA has been established pursuant to state law and operates as a public authority with defined geographic boundaries, dedicated funding mechanisms, and a governing board structured to represent downtown stakeholders, including property and business owners. As such, the only statutory supported means to accomplish the objective of the proposal is first, the dissolution of the DDA in its entirety.

This memorandum provides a formal legal analysis regarding whether the Village of Lake Orion may lawfully dissolve the DDA and assign its powers to the Planning Commission. This opinion is based on Michigan statutes, including the Downtown Development Authority Act (PA 197 of 1975), as amended by PA 57 of 2018, and the Michigan Planning Enabling Act (PA 33 of 2008).

SHORT ANSWER TO COUNCIL

The Village of Lake Orion may not “combine” or “assign” the independent functions and powers of the DDA Board to its Planning Commission. Such act would first require complete dissolution of the DDA through strict statutory procedures as Michigan law does not authorize the transfer, delegation, or consolidation of established DDA powers with a Planning Commission or any other municipal body. If Council elects to pursue, and succeeds in, dissolution, the DDA ceases to exist as a legal entity, and its statutory powers—including tax increment financing authority—terminate. These powers cannot be reassigned or assumed by the Planning Commission.

STATUTORY DIFFERENCES

The DDA Act establishes DDAs as separate public bodies corporate with independent authority, including TIF powers and PA 57 of 2018 did not alter this structure. A properly created DDA has the power to:

- Adopt and implement development plans and tax increment financing (TIF) plans
- Capture incremental tax revenues
- Acquire, own, and dispose of property
- Enter into contracts and finance public improvements
- Promote economic development within a defined district

The Act further requires:

- A governing board appointed in accordance with statutory criteria
- Representation reflective of the downtown district
- Independent administration of funds and programs

In contrast, the Planning Enabling Act establishes Planning Commissions as advisory bodies without economic development or financing authority, and is primarily responsible for:

- Preparing and maintaining the master plan
- Advising on land use and zoning matters
- Reviewing site plans and development proposals

The Planning Commission serves as an advisory and regulatory body to the legislative authority and does not possess independent economic development or financing powers.

No statutory authority exists, under either authorizing statute(s), to merge or transfer DDA powers. Municipal powers must be expressly granted, and no such grant exists here. The independent nature of this restrictive governance has been repeatedly affirmed by both the Attorney general and our Courts;

- Michigan Attorney General opinions consistently affirm that statutory authorities such as DDAs possess only those powers expressly granted by statute and cannot be restructured or merged absent legislative authorization. See, e.g., OAG No. 6281 (public authorities are creatures of statute and limited to enumerated powers); OAG No. 6941 (TIF authorities must operate strictly within statutory framework).
- Michigan courts frequently hold that municipal entities must act within statutory authority. See *Hanselman v. Wayne County Concealed Weapon Licensing Board*, 419 Mich 168 (public bodies possess only powers granted by statute). See also *City of Lansing v. Michigan Power Co.*, 183 Mich 400 (municipal corporations have only those powers expressly granted or necessarily implied).

CONCLUSION

The only lawful mechanism available to a municipality seeking to eliminate a DDA is formal dissolution in accordance with the procedures set forth by Statute. That process requires affirmative action by the governing body of the municipality and is subject to strict conditions, including the requirement that all outstanding financial and contractual obligations be satisfied or otherwise provided for. This includes, but is not limited to, obligations arising from tax increment financing plans, bonded indebtedness, and development agreements. The municipality may not impair contractual obligations or disrupt pledged revenue streams in the course of dissolution.

Upon lawful dissolution, the DDA ceases to exist as a separate public authority, and its statutory powers terminate. This includes the authority to capture tax increment revenues and to finance development activities under the Act. Importantly, those powers do not transfer to the municipality or to any other body. They simply cease to exist. There is no statutory mechanism by which those powers may be reassigned to a Planning Commission or any other municipal entity.

The practical implication of this statutory framework is that the Village is not presented with a choice between alternative governance models for administering downtown development functions. Rather, it is presented with a binary legal decision: either to maintain the DDA as a statutorily authorized economic development authority, or to seek dissolution and relinquish the powers granted under the Act. Any attempt to create a hybrid structure in which the Planning Commission assumes the role of the DDA would be inconsistent with Michigan law and subject to legal challenge.

In addition to the absence of statutory authority, the proposed combination raises inherent legal conflicts. The Planning Commission, in its regulatory capacity, is responsible for reviewing and making recommendations on development proposals. If it were also tasked with promoting or financing those same developments, it would be placed in a position that compromises its quasi-judicial role and raises legitimate concerns regarding bias and due process. Similarly, the administration of tax increment financing revenues is governed by specific statutory requirements that are tied to the existence and operation of a DDA. Assigning those responsibilities to a Planning Commission would contravene the statutory framework and expose the municipality to significant legal and financial risk.

RECOMMENDATION

It is recommended that the Village Council Acknowledge the legal distinction between the DDA and Planning Commission and refrain from pursuing an unauthorized consolidation. Explore alternative approaches, including:

- Improved coordination between the DDA and Planning Commission
- Joint planning sessions or liaison roles
- Strengthening alignment between development plans and the master plan



DDA ACTION SUMMARY SHEET

MEETING DATE: APRIL 21, 2026

TOPIC REPORT – COUNCIL REQUEST FOR LEGAL OPINION

BACKGROUND BRIEF:

At its April 13, 2026 meeting, the Village Council failed, or maybe forgot, to receive and file a Legal Opinion that was made a part of the recommended action out of the Village Council Ad Hoc committee to seek alternate funding for water and sewer bill relief. The council adopted the Village Managers opinion but did not act on the recommendation of the Committee which sought the opinion. Arguably, it was delivered after the time for the formal packet delivery.

What is an interesting procedural note; the requesting party from the Committee did not attempt to include the recommendation in their own public record.

Well, the DDA has made it clear regarding the statutory and legal position of the use of the 75-25 Funds for public infrastructure, and the attached memorandum from both the Director and outside Counsel confirm our position on the matter

RECOMMENDED ACTION:

So that we maintain a public record of our position, this report has been drafted and the proper exhibits attached. The organization should receive and file this into our records.

RECOMMENDED MOTION

Move 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.



MEMORANDUM

TO: Lake Orion DDA Board
FROM: Matthew Gibb, Executive Director
DATE: November 18, 2025
RE: Discretion under Michigan DDA/TIF Law to Use Tax Increment Revenues for Public Infrastructure Not Itemized by Name in the TIF/Development Plan

I. Issues Presented

1. **Whether a Downtown Development Authority (DDA) in Michigan may use tax increment revenues (TIF) to finance public infrastructure improvements such as water and sewer lines within the district when those projects are not expressly listed by name in the DDA's development and tax increment financing (TIF) plan.**
2. **Whether and to what extent the DDA board has discretion to interpret the scope of already-approved plan categories (e.g., "public facilities," "utilities," "public improvements") in deciding which specific projects to undertake without formally amending the plan.**

II. Brief Answer

Under Part 2 of Michigan's **Recodified Tax Increment Financing Act, 2018 PA 57**, a DDA clearly has authority to plan, construct, and finance **"public facilities"** within the downtown district, and the statutory definition of "public facility" **expressly includes utility lines or pipes**, which covers water and sewer infrastructure.

The statute also provides that the DDA board may undertake such public facilities as are, **"in the opinion of the board,"** necessary or appropriate to carry out the development plan and aid in the economic growth of the downtown district. This "in the opinion of the board" standard is an explicit grant of board-level judgment and discretion, so long as expenditures remain **"pursuant to"** the approved tax increment financing plan.

Neither Act 57 nor Michigan case law expressly requires that every individual road, sidewalk, water main, or sewer lateral be itemized by name in the TIF plan. What the statute requires is that:

- the **development plan** describe the **categories, location, extent, character and estimated cost of the improvements**, and
- the **TIF plan** describe the capture mechanism, duration, and overall development program to be financed.

So long as a proposed water/sewer or other infrastructure project:

- lies within the DDA district;
- fits within the plan’s categories of “public facilities,” “utilities,” “public improvements,” or similar;
- is consistent with the purposes and cost estimates of the plan; and
- does not materially alter the amount/duration of tax capture in a way that would require an amendment,

The board has a strong argument that it may approve and fund the project under its existing statutory authority and plan, **without** first amending the plan to name the specific project.

III. Statutory Framework

A. DDA Purpose and Legislative Findings

Part 2 of Act 57 (MCL 125.4201 et seq.) recodifies and updates the former Downtown Development Authority Act. The Act’s legislative findings state that tax increment financing is intended to promote economic growth by dedicating a portion of the increased tax base to **“facilities, structures, or improvements within development areas”** so as to halt deterioration of property values and encourage redevelopment. In other words, the Legislature explicitly framed TIF as a tool to finance **public and private improvements inside the development area**, not just narrowly-defined or pre-named projects.

B. Definition of “Public Facility”

For DDAs, **“public facility”** is broadly defined in MCL 125.4201. The definition (as summarized in recent compilations and DDA handbooks) includes:

- Streets, plazas, pedestrian malls, and improvements to them (lighting, beautification, etc.);
- Parks, parking and recreational facilities, rights-of-way, bridges, waterways, etc.;
- **“Utility line or pipe”** and associated buildings and access routes; and
- Improvements to facilities used by the public or public agencies.

Thus, **water mains, sanitary sewer lines, storm sewer, and related utility infrastructure fall squarely within “public facilities”** that a DDA may plan, construct, and finance under Act 57.

C. Express Board Powers – “In the Opinion of the Board”

MCL 125.4207 (Sec. 207) sets out the powers of the DDA board. Among other things, the board may:

- **“Plan and propose the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of a public facility, an existing building,**

or a multiple-family dwelling unit which may be necessary or appropriate to the execution of a plan which, *in the opinion of the board*, aids in the economic growth of the downtown district.”

- “Plan, propose, and implement an improvement to a public facility, existing building, or multiple-family dwelling unit” in the downtown district.

The italicized “*in the opinion of the board*” language is critical. It signals that the Legislature intended to vest the board with **discretionary judgment** about which public facilities are “necessary or appropriate” to execute the plan and promote economic growth, rather than limiting the board to a strictly enumerated checklist.

D. Development Plan Contents (MCL 125.4217)

When a DDA finances a project using bonds or TIF, it must prepare a **development plan** containing, among other items:

- **Designation of boundaries** of the development area;
- The **location and extent of existing streets and other public facilities**;
- A description of **existing improvements to be demolished, repaired, or altered**;
- The **location, extent, character, and estimated cost of the improvements** contemplated, and the estimated time for completion;
- A description of any desired **changes in streets, street levels, intersections, or utilities**; and
- “**Other material that the authority, local public agency, or governing body considers pertinent.**”

Note that the statute focuses on **categories and characteristics** of improvements (“location, extent, character, and estimated cost”), not on naming each individual utility segment or pipe.

E. TIF Plan & Use of TIF Revenues (MCL 125.4215 & 125.4219)

The **tax increment financing plan** is primarily a **financial** document: it must describe the development area, the tax increment procedure, the estimated capture, and the duration of the program.

MCL 125.4215(2) then provides:

- The authority “**shall expend the tax increment revenues received for the development program only pursuant to the tax increment financing plan.**”

This ties expenditures to the **development program** described in the plan but does **not** say that expenditures are limited only to projects individually named in the plan, so long as they are “**pursuant to**” and consistent with that program.

IV. Legal Authority & Interpretive Support for Board Discretion

A. Statutory Discretion – “In the Opinion of the Board”

As noted above, Section 207 authorizes the board to plan and propose public facilities needed for a plan that **“in the opinion of the board”** aids economic growth. [Walker, MI+1](#)

This is unusually explicit discretion language. Courts and agencies typically treat such phrases as **delegating judgment to the local body**, subject to reasonableness and consistency with the statute. It is strong textual support for the proposition that:

- It is **the board’s role** to determine which specific public facilities are “necessary or appropriate” to execute the plan;
- That judgment is based on the board’s view of what aids economic growth; and
- So long as the chosen projects fit within the plan’s categories and purposes, the board is not required to amend the plan for every specific, implementing project.

B. Broad “Public Improvements” Purpose – MEDC and State Guidance

The Michigan Economic Development Corporation’s DDA fact sheet (updated and re-issued post-Act 57) expressly states that a DDA’s TIF mechanism **“can be used to fund public improvements in the downtown district.”** [MEDC+1](#)

Other local and state educational materials repeat this formulation: TIF revenues can be used to fund **public improvements** (including infrastructure) within the district, with no suggestion that each such infrastructure component must be separately named in the TIF plan. [Revize+1](#)

While these materials are not binding law, they show the **prevailing interpretation** among state economic-development agencies and local governments: DDA TIF is a tool for public improvements broadly, so long as they are located in the district and tied to the adopted plan.

C. Judicial Descriptions of TIF Purpose

In discussing Michigan tax increment financing, courts have characterized TIF as a **financing program that dedicates growth in the tax base to “facilities, structures, or improvements within a development area” to facilitate economic growth and development.** Again, this general description underscores that the focus is on **improvements within the area consistent with the plan**, not narrow project-name lists.

V. Application to Water, Sewer, and Other Public Infrastructure

A. Water and Sewer Are Statutory “Public Facilities”

Because “public facility” includes an “**utility line or pipe**” and improvements to facilities used by the public, water and sewer mains in the downtown district are **textbook examples of eligible public facilities** under Act 57.

Thus, if the development plan references construction or improvement of **public facilities, utilities, or infrastructure** in the district, water/sewer work is within that statutory and plan category—even if the plan does not say “install 8-inch water main along X Street.”

B. “Pursuant to the TIF Plan” Does Not Require Naming Every Facility

The statutory requirement that TIF revenues be spent “**only pursuant to the tax increment financing plan**” means that expenditures must be consistent with:

- the development program described in the plan;
- the geographic boundaries and scope of the development area;
- the financial assumptions and capture duration; and
- the public purpose findings made when the plan was adopted.

But nothing in the text of MCL 125.4215 or 125.4217 states that:

“The authority may only fund projects that are *explicitly named by title* in the plan.”

Instead, the statute requires description of the “**location, extent, character, and estimated cost**” of contemplated improvements and allows the inclusion of “**other material ... considered pertinent.**” That structure is consistent with common municipal practice:

- The plan describes categories and examples (e.g., “streetscape improvements,” “public facilities and utilities,” “undergrounding of utilities,” “parking and access improvements”).
- The board later selects specific sites and projects to implement those categories (e.g., “replace water and sewer lines in Block A of the district in conjunction with streetscape work”).

C. When an Amendment *Is* More Likely Needed

Act 57 does require that **amendments** to a development or TIF plan be approved by the governing body with notice and hearing.

Practically, an amendment is more clearly required when:

- The DDA proposes **new types of projects** not reasonably implied by the existing plan categories;

- The DDA seeks to materially **extend the duration** or **change the boundaries** of the development area; or
- The DDA wants to significantly **increase or reallocate the capture** beyond what the plan contemplated.

By contrast, using TIF revenues to replace undersized water and sewer mains, or to add new utility lines within the district:

- is within the statutory definition of “public facility”;
- usually falls under plan language about public infrastructure or utilities; and
- often fits within the existing cost and phasing estimates, especially if the plan anticipated “ongoing” or “phased” public facilities work.

In those circumstances, the board can reasonably argue it is **implementing**, not **amending**, the plan.

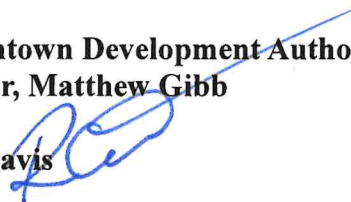
VI. Conclusions and Practical Guidance

1. Statutory Authority Exists
 - Michigan law **expressly authorizes** DDAs to construct and improve “public facilities,” including **utility lines and pipes**, within the downtown district.
 - The board may undertake such facilities as it deems, **“in the opinion of the board,”** necessary or appropriate to execute the development plan and promote economic growth.
2. TIF Use Is Tied to the Development Program, Not a Project Name List
 - TIF revenues must be spent **pursuant to** the TIF plan, but the statute does not require naming every individual project; it requires describing categories and characteristics of improvements and the overall financing program.
3. Water and Sewer in the District are Eligible Public Improvements
 - Because utility lines/pipes are expressly included in the definition of public facility, water/sewer work within the DDA boundaries is generally an eligible TIF use if the plan contemplates public facilities/infrastructure work.
4. Board Discretion Is Built into the Statute
 - The “in the opinion of the board” language is a statutory acknowledgment that **the board**, not other taxing jurisdictions, interprets which specific public facilities are necessary or appropriate within the boundaries of the adopted plan.

ROBERT CHARLES DAVIS

ATTORNEY CLIENT COMMUNICATION

TO: Lake Orion Downtown Development Authority
Executive Director, Matthew Gibb

FROM: Robert Charles Davis 

RE: Question Regarding The Power Of A DDA Board to Plan And Propose The Construction And Renovation Of A Public Facility

DATE: April 14, 2026

I. PURPOSE

The purpose of this memorandum/legal opinion is to analyze the power of a DDA Board to Plan and Propose the Construction And Renovation of a Public Facility.

II. LEGAL ANALYSIS

A. The Power Of A DDA Board to Plan And Propose The Construction And Renovation of A Public Facility.

The DDA Act, at MCL 125.4207, states that the DDA Board may plan and propose the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of a public facility, an existing building, or a multiple-family dwelling unit which may be necessary or appropriate to the execution of a plan which, in the opinion of the board, aids in the economic growth of the downtown district.

“(1) The board may:

- (a) Prepare an analysis of economic changes taking place in the downtown district.
- (b) Study and analyze the impact of metropolitan growth upon the downtown district.

(c) **Plan and propose the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of a public facility, an existing building, or a multiple-family dwelling unit which may be necessary or appropriate to the execution of a plan which, in the opinion of the board, aids in the economic growth of the downtown district.”** (MCL 125.4207) (Emphasis Added)

B. The DDA Act Defines A Public Facility To Include Any Improvement To A Street, Plaza, Park, Parking Facility, Recreational Facility And Utility Line And Pipe.

The DDA Act defines the term “public facility” to include any improvements to a street, plaza, or pedestrian mall including street furniture and beautification, park, parking facility, recreational facility, right-of-way, structure, waterway, bridge, lake, pond, canal, utility line or pipe, building, and access routes to any of these places, designed and dedicated to use by the public generally, or used by a public agency.

“(x) “Public facility” means a street, plaza, pedestrian mall, and any improvements to a street, plaza, or pedestrian mall including street furniture and beautification, park, parking facility, recreational facility, right-of-way, structure, waterway, bridge, lake, pond, canal, utility line or pipe, building, and access routes to any of these places, designed and dedicated to use by the public generally, or used by a public agency. Public facility includes an improvement to a facility used by the public or a public facility as those terms are defined in section 1 of 1966 PA 1, MCL 125.1351, which improvement is made to comply with the barrier free design requirements of the state construction code promulgated under the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MCL 125.1501 to 125.1531. Public facility also includes the acquisition, construction, improvement, and operation of a building owned or leased by the authority to be used as a retail business incubator.” (MCLS § 125.4201) (Emphasis Added)

There is no question that a DDA Board has the power to plan and propose the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of public facilities which include but are not limited to any improvement to a street, plaza, park, parking facility, recreational facility, canal and “utility line or pipe”.

C. The Development Plan.

The DDA Act, at MCL 125.4217, states that, when a board decides to finance a project in the downtown district by the use of “revenue bonds” or “tax increment financing”, it shall prepare a development plan (“Development Plan”).

“(1) When a board decides to finance a project in the downtown district by the use of revenue bonds as authorized in section 213 or tax increment financing as authorized in sections 214, 215, and 216, it shall prepare a development plan.” (MCL 125.4217) (Emphasis Added)

The Development Plan shall contain many specifics including, but not limited to, the designation of the boundaries of the development area; the location of existing streets and public facilities; a description of existing improvements in the development area to be repaired and an estimate of the time required for completion; the location, extent, character, estimated time and estimated cost for the improvement, and a statement of the stages of construction planned. (See: MCL 125.4217) Thus, the Development Plan describes the categories, location, extent, character and estimated cost of the improvements.

MCL 125.4207 states that a DDA Board may implement a plan of development in the downtown district and make and enter into contracts necessary or incident to the exercise of its powers.

“(f) Implement any plan of development in the downtown district necessary to achieve the purposes of this part, in accordance with the powers of the authority as granted by this part.

“(g) Make and enter into contracts necessary or incidental to the exercise of its powers and the performance of its duties.” (MCL 125.4207) (Emphasis Added)

D. Cross Resolutions

In response to the Village’s concerns about the DDA doing its part to fund infrastructure improvements in 2022, a joint committee of the DDA and the Village Council was established to study and implement a legal mechanism to get future tax captures under the TIF into a dedicated infrastructure fund. The process is defined in executed cross-resolutions (“Resolutions”) presented to, reviewed by and approved by both the Village Council and the DDA Board. The process was followed-up by a written agreement executed by the Village and the DDA. The underlying consideration for the resolutions was the then existing TIF District and its new tax capture going forward. Any change to the TIF District impacts the consideration and potentially renders the Resolutions void.

The Resolutions cite to MCL 125.4207 and correctly state that the DDA has the statutory authority to plan and propose for the construction, renovation, repair, remodeling, rehabilitation, restoration, preservation or reconstruction of a “public facility”. The Resolutions then correctly cite to the definition of public facilities as set forth at MCL 125.4201(x) and state that it is resolved by the DDA that the Village has the responsibility to construct, renovate, repair, remodel, rehabilitate, restore, preserve or reconstruct “public facilities,” as defined by MCL 125.4201(x), within the DDA District, which are necessary and appropriate to the execution of the DDA Development Plan and aids in the economic growth of the DDA District and the Village as a whole.

The process is well defined. The Resolutions state that as part of the DDA Budget, the DDA shall transfer to a dedicated public facility infrastructure account, 75% of all future tax increment revenues captured from the DDA TIF from all new realized Captured Taxable Value commencing from the adoption date of the Resolution. The Village shall invoice the DDA to utilize the dedicated public facility infrastructure funds to construct, renovate, repair remodel any

and all public facilities within the defined boundaries of the DDA District. Here, the Resolutions appropriately tie together the statutory definition of a public facility and the construction/repair of public facilities which are within the DDA District, which are appropriate under the Development Plan.

III. CONCLUSIONS

1. The DDA has the power to plan and propose work on a public facility.
2. "Public Facility" by statute includes infrastructure.
3. In 2022, the Village and the DDA jointly addressed the infrastructure issue by a joint committee and controlling Resolutions that are embodied in a written and fully executed agreement.
4. The 2022 process remains in place and shall remain in place for the duration of the currently approved Plan and TIF ending December 2039, and potentially extended thereafter.
5. This process was established jointly by the Village and the DDA to specifically address infrastructure costs that are linked to a public facility project in the District and pursuant to the Plan.
6. The DDA currently has an approved TIF and a corresponding Plan. The Village Council was involved in reviewing and approving the TIF and the Plan. The current Plan is from 2020. In 2022 -- about 2 years later -- the Village and the DDA specifically addressed infrastructure costs by the Resolutions and the executed Agreement.



Robert Charles Davis



DDA ACTION SUMMARY SHEET

MEETING DATE: April 21, 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 April 21, 2026 Executive Director Report.

EXECUTIVE DIRECTOR REPORT

Matthew Gibb – Executive Director

April 21, 2026



I. NEWS AND UPDATES

- a. A New Board Member was provided a multi-hour orientation, including a tutorial on how the Tif was created, how it operates, and the bylaws and strategic plan for the organization.
- b. The Main Street Open House on March 26, 2026 was attended by approximately 95 guests. The informational messaging provided throughout is attached as an example.
- c. We participated in the Council Ad Hoc committee to seek alternative revenues for the village.
- d. Multiple meetings with council members on the issues of the DDA's ability to help mitigate increasing costs of residing in the Village.
- e. Rebuilt fencing and broken infrastructure at the office, in the Flint Alley, etc.
- f. Assisted in building façade grant applications for Prime Time Comics and Messy Designs.
- g. Helped develop marketing and event intake forms.
- h. Attended planning commission, council, village manager and met with council members.
- i. Finalized parking expenses and new lease agreements.
- j. Pulled multiple quotes and walk through of contractors for utility planning at the lumber yard.
- k. Directed final engineer plans for the lumber yard.
- l. Attended 11 meetings on permit and planning criteria for the lumber yard.
- m. Handled all financial reporting and invoice/PO

II. BUDGET: The Budget Recommendation is included in tonight's agenda.

III. COMMUNICATION: the LODown continues to grow. A new sub-program for restaurants has been launched.

Respectfully Submitted,

Matthew Gibb

gibb@downtownlakeorion.org

(248) 464-0307



INVESTING IN OUR VILLAGE MANAGEMENT FOR 40 YEARS

Over the life of the DDA, since 1986, we have directly contributed to the Operational cost of the Village, supporting Police, DPW, Administration, and Staff. Our annual general fund contribution has averaged \$234,000, resulting in a total investment in the safety and general operations of more than:

\$9,360,000



INVESTING IN THE **PLACE** WE CALL **LAKE ORION**

Just since 2006, only half our life, we have invested more than **\$6,500,000** in the infrastructure and life of our Village. Examples include:

The Streetscape, Street lights, and Sidewalks	\$1,600,000
Paint Creek Trailhead	\$ 269,000
Business Incubator at 51 N. Broadway	\$ 355,000
Children's Park Playground	\$ 78,000
First Responder Boat Dock	\$ 25,000
Directional and Monument Signs	\$ 194,000
Bike Racks, Meeks Park, Trail Connections	\$ 156,000
Parking Lots	\$ 781,000
Meeks Park Bridge	\$ 171,000
Evergreen Cemetery Fencing ₂ and Lights	\$ 390,000





FINDING GRANTS

In the last 20 years the Main Street Program, through our DDA has secured or distributed more than

\$1,345,000

in grants for business support and growth of the District, examples include:

EV Charging	\$ 80,000
COVID Business Support	\$ 350,000
MSOC Placemaking	\$ 595,000
Façade improvements/preservation	\$ 246,000
T-Mobile	\$ 51,000
Flagstar	\$ 36,200
Genesis	\$ 17,000

GROWING “MAIN STREET”

The Lake Orion Main Street Program, now being Nationally Accredited for our 19th consecutive year, can boast the most significant investment statistic, **YOURS!**

Since the start of the work in 1986, the property owners in the District have seen the value of the District grow by nearly

550%

JOIN OUR TEAM





DDA ACTION SUMMARY SHEET

MEETING DATE: April 21, 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

April 21, 2026



Upcoming Events:

May 9 – Spring Clean Up Day, 9am – Noon, meet at Cookies & Cream. Bring gloves and gardening tools. The DDA will have yard bags ready to go.

LOLIVE! Summer Concert Series – July 8, 15, 22, 29 and August 5, 12, 19, 26. 6:30pm – 8:00 pm in Children’s Park.

DDA Event Support to Boutique Chic’s Fashion for a Cause: April 25, Noon to 3 pm. A live fashion show and High Tea. Proceeds to support Love INC of North Oakland County. Includes the participation of Roses of Silverbell providing a High Tea, Amazing Petals & Gifts supplying centerpieces, and the event venue is 20 Front Street. Tickets are available now. For more information or to reserve your seat, please visit <https://www.shopocmainstreets.com/product/fashion-for-a-cause/>

Completed Activity:

April 9: Main Street Oakland County – One-on-One Training in partnership with Oakland Thrive. Five downtown businesses took part. Response was positive from the business, MSOC and Oakland Thrive.

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!: 3 e-newsletters created (Business/Consumer) Avg. open rate: 28.6%

Social Media Stats

Downtown Lake Orion Facebook:

Followers: 11,616 (added 81)

Reach: 16,600 (Counts reach from organic and paid content plus tags, check-ins, and page/profile visits)

Content Interactions: Previous: 694; Current: 530 (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: 75,408; Current: 53,781 (The number of times our content was played or displayed. Content includes reels, posts, stories and ads.)

Downtown Lake Orion Business Group on Facebook:

146 members

Illuminators Private Volunteer Facebook Page:

68 followers (added 16)

Illuminators Public Page:

87 members (added 14)

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)

May 21 – Waterside Social (Celebrating 1 year anniversary)

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

Downtown LDown: Monday, April 27, 2026, 4-5:30 pm at Michigan by the Bottle. Next date is May 25.

Illuminators Welcome Gathering (new Illuminators from Main Street Open House) – at Cookies & Cream on 4/28/26, anytime 5:30-7:30 pm. Free ice cream.

State of the Township – April 30 at 6:30 pm.

Scheduled Trainings for 2026:

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