

EXECUTIVE DIRECTOR REPORT

Matthew Gibb – Executive Director

November 18, 2025



I. NEWS AND UPDATES

a. Non-Profit Organizational Materials.

Lumber Yard at Paint Creek Public Market, Inc.:

Main Street Alliance of Lake Orion, Inc.

I have not had anyone contact me independently to offer any comment or direction on either of these entities. As explained in prior reports, they are instrumental in the strategic plan to address the use of fund balance to balance the DDA budget while the Village remains in transition and we have substantial debt through the lumber yard project. The fund balance has one budget year remaining in viability before the organization will be required to abandon Village based contracting.

NEXT STEP(s): (1) A package of invitation for potential initial board members, formation activity, and ancillary roles will go out seeking commitment and application for the entity board(s). (2) start the application for 501(c) status

b. Seasonal Maintenance

- i. We have secured two options to address snow and ice maintenance this season and those are on tonight’s agenda.
- ii. The notice prepare for business is attached within the agenda packet (snow contract agenda item)
- iii. We are seeking purchased a plow attachment for our ATV

From a larger perspective. This effort of leasing parking lots, building parking lots, labeling them as “Public Parking”, and then being responsible, FULLY, for maintenance is not a sustainable model. It requires participation of the Village, which is not being offered nor suggested, as the cost annually in the present effort will be in the range of:

Rent:	\$6,500 - 7,500
Snow/Mulch:	\$21,000 – 34,000
Physical Maint.:	\$10,000 – 12,000
Personnel:	<u>\$3,000 – 5,000</u>
	\$40,500 – 58,500

The original intent of parking areas was to solve the parking issues in the Village with the DDA paying private owners for the rights to place signage and use the lots as public parking, and the Village cutting the grass, cutting the weeds, and pushing the snow. Until the debt service is satisfied and released, for the DDA to continue to lease, build and maintain parking, other priorities like public safety and use of the village hall will have to be re-assessed.

- c. **Cleaning Services.** The Fire Station restrooms are reopened from 6:30am to 8:00pm
- d. **Annual Report:** A presentation of our annual reporting information was made on December 8 and December 16th, noticed pursuant to statute.
- e. **Fund Balance Audit:** All of the current revenue and expense reporting has been assessed for current exposure and availability.
- f. **Communication:**
 - i. A very successful LODOWN was held, about 20 attendees, and the topic of communication and business needs were discussed.
 - ii. Our office has began presenting a Directors Report at the Village Council meetings. While it doesn't allow dialogue or questions from the Council, it's a start.
 - iii. We held a Lighted Parade watch party for the "Illuminators" with great success.
 - iv. The description of our committees was rebuilt and dates scheduled (tonights agenda)
- g. **Seasonal Beautification.** It's a lot of work.

II. TO DO'S AND MORE

**PA 57 Annual report to Treasury
Budget
Staffing considerations
Committee Recruitment
Lumber Yard Site Plan**

Respectfully Submitted,
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