



MINUTES

INFORMATIONAL MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Tuesday, December 16, 2025

6:00 PM

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

(248) 693-8391 ext. 102

1. Call to Order

The Tuesday, December 16, 2025, Informational Meeting of the Lake Orion Downtown Development Authority Board of Directors was called to order in the Lake Orion Village Hall Council Chambers located in the 21 East Church Street, Lake Orion, MI 48362 by Matthew Gibb, Executive Director, at 6:02 PM.

2. Attendees

Attendee Name	Organization	Title	Status	Arrived
Debbie Burgess	Village of Lake Orion	Chairperson	Present	
Sam Caruso	Village of Lake Orion	Vice Chairperson	Present	
Matt Shell	Village of Lake Orion	Treasurer	Present	6:04 pm
Henry Lorant	Village of Lake Orion	Secretary	Absent	
Chris Barnett	Village of Lake Orion	Board Member	Absent	
Alaina Campbell	Village of Lake Orion	Board Member	Present	
Lloyd Coe	Village of Lake Orion	Board Member	Present	
Sally Medina	Village of Lake Orion	Board Member	Absent	
Teresa Rutt	Village of Lake Orion	Council President	Absent	

STAFF PRESENT:

Matthew Gibb, DDA Executive Director

Janet Bloom, DDA Assistant Director

3. PA-57 Report

Executive Matthew Gibb shared the PA-57 report with the Lake Orion DDA Board and attendees to the meeting. This was the second presentation of the PA-57 Informational Report, as the first presentation was given before the Lake Orion Village Council meeting on December 8, 2025. Per PA-57, the Lake Orion DDA is required to give two informational updates annually.

The report listed the 2025 board of directors, link to the TIF plan, 2025 priorities and focus of projects, budget overview, fund balance outlook, DDA commitment to Capital Improvement in the Village, Update and Adoption of New Strategic Plan, listed the contracts and vendors, and listed reinvestment in the district, economic growth numbers (one vacancy current in the district), growth of communications, volunteer program launch of the Illuminators, List of DDA supported and DDA events, DDA-received grants, and a peek into 2026 plans such as enhancing the grant façade program, public market plans, streetscape electrical review, dumpster/trash updates, and Village Capital Improvement Planning.

4. Call to the Public

Let the record show no public comments were received.

5. Adjournment

The Informational Meeting of the Downtown Development Authority Board adjourned at 6:36 pm.

Debbie Burgess
Chairperson

Janet Bloom
Recording Secretary
DDA Assistant Director

Date Approved: _____