

EXECUTIVE DIRECTOR REPORT

Matthew Gibb – Executive Director

October 20, 2025



I. NEWS AND UPDATES

a. Non-Profit Organizational Materials.

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

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

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

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

ii. Main Street Alliance of Lake Orion, Inc.

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

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

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

b. Parking Lot Leases / Maintenance

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

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

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

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

II. TO DO'S AND MORE

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

Respectfully Submitted,

Matthew Gibb

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