



# MINUTES

## SPECIAL MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Tuesday, November 11, 2025

5:00 PM

Downtown Development Authority Office – 118 N Broadway Street, Lake Orion, MI 48362

(248) 693-9742

### 1. Call to Order

The Tuesday, November 11, 2025, Special Meeting of the Lake Orion Downtown Development Authority Board of Directors was called to order in the Lake Orion Downtown Development Authority Conference Room located at 118 N. Broadway Street, Lake Orion, MI 48362 by Chairperson Debbie Burgess at 5:02 PM.

### 2. Roll Call and Determination of Quorum

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	
Henry Lorant	Village of Lake Orion	Secretary	Present	
Chris Barnett	Village of Lake Orion	Board Member	Present	
Alaina Campbell	Village of Lake Orion	Board Member	Absent	
Lloyd Coe	Village of Lake Orion	Board Member	Absent	
Sally Medina	Village of Lake Orion	Board Member	Absent	
Teresa Rutt	Village of Lake Orion	Council President	Present	

**STAFF PRESENT:**

Matthew Gibb, DDA Executive Director

**3. Approval of Agenda**

Motion to approve the agenda moved by Matthew Shell, Treasurer, and seconded by Hank Lorant, Secretary. Ayes: Burgess, Shell, Lorant, Barnett, Caruso and Rutt. Absent: Coe, Campbell, Medina. Motion adopted.

**4. New and Old Business**

A. Concrete Services – Consider and Award

Move to accept and approve the proposal from JAH Services for the preparation and finish of approximately 2900 sq ft of concrete surface in the main barn, at a cost not to exceed \$36,260, with funding from GL 248-726-980-001 – Public Spaces Grant – General.

Moved by Matthew Shell, Treasurer, and seconded by Hank Lorant, Secretary. Ayes: Burgess, Shell, Lorant, Barnett, Caruso, and Rutt. Absent: Coe, Medina and Campbell. Motion adopted.

**5. Call to the Public**

Let the record show no public comments were received.

**6. Adjournment**

Motion to adjourn the Tuesday, November 11, 2025, Special Meeting of the Downtown Development Authority Board.

Moved by Matthew Shell, Treasurer, and seconded by Hank Lorant, Secretary. Ayes: Burgess, Shell, Lorant, Barnett, Caruso, and Rutt. Absent: Medina, Coe and Campbell. Motion adopted.

The Tuesday, November 11 2025, Special Meeting of the Downtown Development Authority Board adjourned at 5:35 PM.

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Debbie Burgess  
Chairperson

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Janet Bloom  
Recording Secretary  
DDA Assistant Director

Date Approved: \_\_\_\_\_