



MINUTES

SPECIAL MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

Friday, September 5, 2025

3:30 PM

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

(248) 693-9742

1. Call to Order

The Friday, September 5, 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 Burgessl at 3:30 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	Absent	
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	Present	
Teresa Rutt	Village of Lake Orion	Council President	Present	

STAFF PRESENT:

Matthew Gibb, DDA Executive Director

Janet Bloom, DDA Assistant 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, Medina, and Rutt. Absent: Caruso, Coe and Campbell. Motion adopted.

4. New and Old Business**A. Architectural Services – Consider and Award**

Move to approve a contract for Field Review and As Built Construction Drawings to Davis & Davis at a cost not to exceed \$24,500 with funding from GL 248-726-980-002

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

B. Foundation and Decking – Consider and Award

Move to approve a change order contract for foundation repair and deck installation on the Main Barn at the Lumber Yard to Mickey's Construction at a cost not to exceed \$24,900 with funding from GL 248726-980-002

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

5. Call to the Public

Let the record show no public comments were received.

6. Adjournment

Motion to adjourn the Friday September 5, 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, Medina, and Rutt. Absent: Caruso, Coe and Campbell. Motion adopted.

The Friday September 5 2025, Special Meeting of the Downtown Development Authority Board adjourned at 4:15 PM.

Debbie Burgess
Chairperson

Janet Bloom
Recording Secretary
DDA Assistant Director

Date Approved: _____