

CITY OF MT. MORRIS
Downtown Development Authority Meeting
March 15th, 2023
1:30 P.M.

- 1. MEETING CALLED TO ORDER:** Chairperson, Lou Templeton
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 5. APPROVAL OF MINUTES:** Regular meeting minutes of February 15th, 2023.
- 6. COMMUNICATION:**
None.
- 7. APPROVAL OF TREASURER REPORT**
- 8. PUBLIC COMMENT**
- 9. UNFINISHED BUSINESS:**
 - a. Grants
 - b. 2023 Hometown Hero Banners
 - c. 2023 Food Truck Events (music)
- 10. NEW BUSINESS:**
 - a. None
- 11. PUBLIC COMMENT**
- 12. DDA MEMBER COMMENTS**
- 13. ADJOURNMENT**

PLEASE SILENCE ALL CELL PHONES AND OTHER ELECTRONIC DEVICES PRIOR TO THE MEETING.

DDA Minutes.
February 15th, 2023.
Page Two.

A motion was made by Shirley Corcoran, and seconded by Lou Templeton to do a pamphlet/booklet for the 2022 and 2023 Hometown Hero Banners.

All Ayes.
Motion carried.

DDA members will be checking with different printers around the area to see how much it would cost to have these printed. Heather from the library stated she could do them at 50 cents per page (front and back w/ color), Shirley Corcoran stated that when checking with the Herald, it was around \$5 per book with black and white, and around \$8 for full color.

Bryan Lehr suggested that we offer new participants the opportunity to purchase a banner and have it displayed, and then possibly open the remaining spots to previous sponsors to re-hang previously purchased banners.

b. 2023 Food Truck Events

A motion was made by Matt Gunn, and seconded by Shirley Corcoran that the DDA will coordinate the monthly food truck event in 2023.

All Ayes.
Motion carried.

Matt Gunn stated that he is excited for the food truck events this year. Matt suggested that we have a committee, or at least a set group of people that are willing to help set up and tear down at the end of the night. We should plan on having about 5 or 6 food trucks, keeping the same schedule as last year going with the first Thursday night of each month, May – September, and the time from 4 p.m. – 8 p.m.

Shirley Corcoran stated that we should try to get our entertainment as a donation, or minimal fee. The DDA bounced around ideas of who could do the entertainment, and possibly even getting a large speaker that could be connected via Bluetooth with a playlist.

c. Flags for Veteran's Memorial

Lou Templeton stated that the generous Ramiller family, who donated the first batch of flags for the memorial, is graciously donating the next round of flags as well for the memorial.

PUBLIC COMMENT

None.

DDA MEMBER COMMENTS:

Matt Gunn stated that the Kiwanis Club will be doing a golf outing this year at Willow Springs Golf Course located in Vassar. The cost will be \$80/golfer, will include breakfast, lunch and dinner as well as golf for the event.

Mallory Young stated that she will check with Julia from Zodiac on the pricing of the banners, and possibly even t-shirts for the food truck events.

ADJOURNMENT:

There being no further business, the meeting was adjourned at **2:07 p.m.**



CITY OF MT MORRIS
 11649 N SAGINAW ST
 MT MORRIS MI 48458-2020

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Huntington Public Funds Analyzed Checking

Account: -----2498

Statement Activity From: 02/01/23 to 02/28/23		Beginning Balance	\$38,964.13
Days in Statement Period 28		Debits (-)	30.01
Average Ledger Balance* 38,961.98		Electronic Withdrawals	30.01
Average Collected Balance* 38,961.98		Ending Balance	\$38,934.12
* The above balances correspond to the service charge cycle for this account.			

Other Debits (-)

Account:-----2498

Date	Amount	Description
02/27	30.01	BUS ONL TFR TO CHECKING 022723 XXXXXXXX1386

Balance Activity

Account:-----2498

Date	Balance	Date	Balance	Date	Balance
01/31	38,964.13	02/27	38,934.12		

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1. Tell us your name, your business's name (if appropriate) and the Huntington account number (if any).
2. Describe the error or the transaction you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
3. Tell us the dollar amount of the suspected error. We will investigate your complaint or question and will correct any error promptly.

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GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	NORMAL (ABNORMAL)	02/28/2023	02/28/2023	MONTH 02/28/2023	INCREASE (DECREASE)	BALANCE	NORMAL (ABNORMAL)	% BDTG USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY										
Revenues										
Dept 000										
248-000-402.000	CURRENT PROPERTY TAXES	14,800.00		14,087.53		0.00		712.47		95.19
248-000-445.000	CURRENT PROPERTY TAX PENALTY	100.00		0.00		0.00		100.00		0.00
248-000-672.000	OTHER REVENUE	0.00		4,736.80		0.00		(4,736.80)		100.00
Total Dept 000		14,900.00		18,824.33		0.00		(3,924.33)		126.34
TOTAL REVENUES		14,900.00		18,824.33		0.00		(3,924.33)		126.34
Expenditures										
Dept 103 - AUTHORITY BOARD										
248-103-701.000	SALARY & WAGES	6,000.00		3,678.27		0.00		2,321.73		61.30
248-103-714.000	FRINGE BENEFITS	2,500.00		1,373.60		0.00		1,126.40		54.94
248-103-740.000	OPERATING EXPENSE	4,000.00		4,396.14		0.00		(396.14)		109.90
248-103-880.000	COMMUNITY PROMOTIONS	1,500.00		1,075.00		0.00		425.00		71.67
248-103-940.000	RENTAL	1,200.00		1,276.28		30.01		(76.28)		106.36
248-103-970.000	CAPITAL OUTLAY	2,000.00		2,901.80		0.00		(901.80)		145.09
Total Dept 103 - AUTHORITY BOARD		17,200.00		14,701.09		30.01		2,498.91		85.47
TOTAL EXPENDITURES		17,200.00		14,701.09		30.01		2,498.91		85.47
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:										
TOTAL REVENUES		14,900.00		18,824.33		0.00		(3,924.33)		126.34
TOTAL EXPENDITURES		17,200.00		14,701.09		30.01		2,498.91		85.47
NET OF REVENUES & EXPENDITURES		(2,300.00)		4,123.24		(30.01)		(6,423.24)		179.27

CITY OF MT. MORRIS
 2023-2024 PROPOSED
 FISCAL YEAR BUDGET

248	FUND DOWNTOWN DEVELOPMENT AUTHORITY AUTHORITY BOARD	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 ACTUAL	FY 21-22 ACTUAL	FY 22-23 COUNCIL ADOPTED	FY 23-24 REQUESTED	FY 23-24 MANAGER RECOMMENDS	FY 23-24 COUNCIL ADOPTED
402	CURRENT PROPERTY TAXES	14,205	14,471	15,665	14,400	14,800			
445	CURRENT PROPERTY TAX PENALTY	100	121	104	72	100			
665	INTEREST ON INVESTMENTS	1,175	-	-	3,360	-			
675	DDA BANNER DONATIONS	2,017	-	451	3,618	-			
672	OTHER REVENUES	-	75	-	-	-			
TOTAL		\$ 17,497	\$ 14,667	\$ 16,220	\$ 21,470	\$ 14,900	\$ -	\$ -	\$ -
	REVENUES OVER (UNDER) EXPENDITURES	\$ 176	\$ 9,756	\$ 9,627	\$ (9,146)	\$ (2,300)	\$ -	\$ -	\$ -
	FUND BALANCE BEGINNING OF YEAR	\$ 23,943	\$ 24,119	\$ 33,875	\$ 43,502	\$ 34,356	\$ 32,056	\$ 30,706	\$ 30,706
	APPROPRIATION FROM FUND BALANCE								
	FUND BALANCE END OF YEAR	\$ 24,119	\$ 33,875	\$ 43,502	\$ 34,356	\$ 32,056	\$ 32,056	\$ 30,706	\$ 30,706
248	FUND DOWNTOWN DEVELOPMENT AUTHORITY								
103	AUTHORITY BOARD								
*701	SALARY & WAGES	3,282	1,849	3,441	4,744	6,000			
714	FRINGE BENEFITS	1,249	689	1,298	1,644	2,500			
740	OPERATING EXPENSES	1,057	1,504	1,375	15,045	4,000			
801	PROFESSIONAL SERVICES	2,037	-	-	-	-			
*880	COMMUNITY PROMOTIONS	1,373	500	-	1,500	1,500			
940	RENTAL	1,423	369	479	2,060	1,200			
970	CAPITAL OUTLAY	5,900	-	-	5,623	2,000			
971	LAND ACQUISITION	-	-	-	-	-			
TOTAL	EXPENDITURES - DDA	\$ 17,321	\$ 4,911	\$ 6,593	\$ 30,616	\$ 17,200	\$ -	\$ -	\$ -
701	DPW								
880	FUND SPECIAL EVENTS								
801									
971									