

**CITY OF MT. MORRIS**  
**Downtown Development Authority Meeting**  
**April 17<sup>th</sup>, 2024**  
**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 March 20<sup>th</sup>, 2024.
- 6. COMMUNICATION:**  
None.
- 7. APPROVAL OF TREASURER REPORT**
- 8. PUBLIC COMMENT**
- 9. UNFINISHED BUSINESS:**
  - a. Future / current Christmas decorations
  - b. 2024 Food Truck Events (May – August)
- 10. NEW BUSINESS:**
  - a. 2024/2025 FY Budget
- 11. PUBLIC COMMENT**
- 12. DDA MEMBER COMMENTS**
- 13. ADJOURNMENT**

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



Joyce Bartos suggests purchasing wreaths to hang at the end of the season.

Matt Gunn agreed with purchasing wreaths at the end of they season and that it will look more uniform with the wreaths.

Shirley Corcoran suggested reaching out to vendors from the food truck event to see if anyone would want to make any decorations.

Lou Templeton stated she will reach out to see if she can find any wreaths.

**b. 2024 Food Truck Events (May-August)**

Matt Gunn stated that for the month of May they have 7 food trucks and 4 dessert trucks. He also asked if we had heard anything back on insurance for having the bounce houses.

Mayor Sara Dubey stated that they are just waiting on Clerk, Spencer Lewis to return to work to figure out insurance.

Matt Gunn suggested using a BBQ food truck that has a bounce house also. He stated that if DDA wanted to use his bounce house he could reach out and see if he would let them use it instead of paying the \$150 food truck fee.

Lou Templeton asked Matt Gunn to reach out to see if the BBQ truck would do the food truck and the bounce house for one month.

Matt Gunn also stated that in July the John Vance band will be playing, and that 3-degree burn will be playing in August.

Lou Templeton stated that she had spoken with Sam Shango, and he wanted to pay for the 4 months of music with a \$1,000 allowance.

DDA members discussed DJ prices and asked Lou to reach out to Sam Shango and see if he would be willing to let them use that \$1,000 per month towards a DJ and a bounce house.

**NEW BUSINESS:**

**a. None.**

**PUBLIC COMMENT**

Wayne Walter 1014 Howard St. – Questioned if they will have handicap accessible port a potty at the food truck events.

Matt Gunn stated that they always have 1 handicap and 1 non handicap port a potty at events, but he will reach out and double check.

DPW Superintendent Paul Zumbach stated that the DDA needs to purchase new memorial flags. He suggested they use Klee Flags. He stated he will go and check the prices and let DDA know.

**DDA MEMBER COMMENTS:**

Matt Gunn showed DDA the yard signs for the May election and stated that if anyone wants a sign to go to the school admin building for one.

Mallory Young questioned the date that the food truck banners should be hung.

DPW Superintendent Paul Zumbach stated that he will try to get the Flint DDA truck again and have them hung by the second week of April.

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Mallory Young also stated that the name of the food truck event is too long on the website. She suggested getting ahead of Julia to look for a new name/logo.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at **2:21 p.m.**

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April E. Niedecken



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:  
 03/01/24 to 03/31/24

Days in Statement Period 31

Average Ledger Balance\* 53,109.05  
 Average Collected Balance\* 53,100.98

\* The above balances correspond to the  
 service charge cycle for this account.

<b>Beginning Balance</b>	<b>\$52,906.92</b>
<b>Credits (+)</b>	<b>395.53</b>
Regular Deposits	270.00
Electronic Deposits	125.53
<b>Ending Balance</b>	<b>\$53,302.45</b>

**Deposits (+)**

**Account:-----2498**

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
03/11	150.00	175361328	Brch/ATM	03/28	120.00	175361342	Brch/ATM

**Other Credits (+)**

**Account:-----2498**

Date	Amount	Description
03/11	125.53	BUS ONL TFR FRM CHECKING 031124 XXXXXX1399

**Balance Activity**

**Account:-----2498**

Date	Balance	Date	Balance	Date	Balance
02/29	52,906.92	03/11	53,182.45	03/28	53,302.45

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User: APRIL  
 DB: Mt Morris  
 PERIOD ENDING 03/31/2024

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDDT
		AMENDED BUDGET	NORMAL	03/31/2024	(ABNORMAL)	MONTH 03/31/2024	INCREASE (DECREASE)		
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY									
Revenues									
Dept 000									
248-000-402.000	CURRENT PROPERTY TAXES	15,000.00		16,356.24		118.43		(1,356.24)	109.04
248-000-445.000	CURRENT PROPERTY TAX PENALTY	100.00		45.34		7.10		54.66	45.34
248-000-672.000	OTHER REVENUE	0.00		993.43		0.00		(993.43)	100.00
248-000-675.100	FOOD TRUCK REVENUE	1,800.00		2,285.00		270.00		(485.00)	126.94
Total Dept 000		16,900.00		19,680.01		395.53		(2,780.01)	116.45
TOTAL REVENUES		16,900.00		19,680.01		395.53		(2,780.01)	116.45
Expenditures									
Dept 103 - AUTHORITY BOARD									
248-103-701.000	SALARY & WAGES	6,000.00		2,940.89		0.00		3,059.11	49.01
248-103-714.000	FRINGE BENEFITS	2,500.00		881.45		0.00		1,618.55	35.26
248-103-740.000	OPERATING EXPENSE	4,000.00		1,698.82		0.00		2,301.18	42.47
248-103-880.000	COMMUNITY PROMOTIONS	1,500.00		700.00		0.00		800.00	46.67
248-103-940.000	RENTAL	1,200.00		456.44		0.00		743.56	38.04
248-103-970.000	CAPITAL OUTLAY	2,000.00		0.00		0.00		2,000.00	0.00
Total Dept 103 - AUTHORITY BOARD		17,200.00		6,677.60		0.00		10,522.40	38.82
TOTAL EXPENDITURES		17,200.00		6,677.60		0.00		10,522.40	38.82
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:									
TOTAL REVENUES		16,900.00		19,680.01		395.53		(2,780.01)	116.45
TOTAL EXPENDITURES		17,200.00		6,677.60		0.00		10,522.40	38.82
NET OF REVENUES & EXPENDITURES		(300.00)		13,002.41		395.53		(13,302.41)	4,334.14

CITY OF MT. MORRIS  
2024-2025 PROPOSED  
FISCAL YEAR BUDGET

248	FUND DOWNTOWN DEVELOPMENT AUTHORITY AUTHORITY BOARD	FY 19-20 ACTUAL	FY 20-21 ACTUAL	FY 21-22 ACTUAL	FY 22-23 ACTUAL	FY 23-24 COUNCIL ADOPTED	FY 24-25 REQUESTED	FY 24-25 MANAGER RECOMMENDS	FY 24-25 COUNCIL ADOPTED
402	CURRENT PROPERTY TAXES	14,471	15,665	14,400	15,653	15,000	15,000	15,000	-
445	CURRENT PROPERTY TAX PENALTY	121	104	72	85	100	100	100	-
665	INTEREST ON INVESTMENTS	-	-	-	-	-	-	-	-
672	OTHER REVENUES	75	451	3,618	5,607	-	-	-	-
675	DDA BANNER DONATIONS	-	-	3,380	1,560	-	-	-	-
675 100	FOOD TRUCK REVENUE	-	-	-	3,130	1,800	3,000	3,000	-
TOTAL		\$ 14,667	\$ 16,220	\$ 21,470	\$ 26,035	\$ 16,900	\$ 18,100	\$ 18,100	\$ -
	REVENUES OVER (UNDER) EXPENDITURES	\$ 9,756	\$ 9,627	\$ (9,146)	\$ 5,529	\$ (300)	\$ 9,360	\$ 9,360	\$ -
	FUND BALANCE BEGINNING OF YEAR	#REF!	#REF!	\$ 43,502	\$ 34,356	\$ 30,706	\$ 39,885	\$ 30,706	\$ 30,706
	APPROPRIATION FROM FUND BALANCE	#REF!	#REF!	\$ 34,356	\$ 39,885	\$ 30,406	\$ 49,245	\$ 40,066	\$ 30,706
	FUND BALANCE END OF YEAR								
248	FUND DOWNTOWN DEVELOPMENT AUTHORITY AUTHORITY BOARD								
103									
*701	SALARY & WAGES	1,849	3,441	4,744	4,494	6,000	6,240	6,240	-
714	FRINGE BENEFITS	689	1,298	1,644	1,362	2,500	2,500	2,500	-
740	OPERATING EXPENSES	1,504	1,375	15,045	9,160	4,000	-	-	-
801	PROFESSIONAL SERVICES	-	-	-	-	1,500	-	-	-
*880	COMMUNITY PROMOTIONS	500	479	1,500	1,075	1,200	-	-	-
940	RENTAL	369	-	2,060	1,512	2,000	-	-	-
970	CAPITAL OUTLAY	-	-	5,623	2,902	-	-	-	-
971	LAND ACQUISITION	-	-	-	-	-	-	-	-
TOTAL	EXPENDITURES - DDA	\$ 4,911	\$ 6,593	\$ 30,616	\$ 20,506	\$ 17,200	\$ 8,740	\$ 8,740	\$ -
	DPW								
	FUND SPECIAL EVENTS								
701									
880									
801									
971									