

**CITY OF MT. MORRIS**  
**Downtown Development Authority Meeting**  
**September 18<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 August 21<sup>st</sup>, 2024.
6. **COMMUNICATION:**  
None.
7. **APPROVAL OF TREASURER REPORT**
8. **PUBLIC COMMENT**
9. **UNFINISHED BUSINESS:**
  - a. 2024 Food Truck Events – Recap
  - b. Downtown electronic sign
10. **NEW BUSINESS:**  
None.
11. **PUBLIC COMMENT**
12. **DDA MEMBER COMMENTS**
13. **ADJOURNMENT**

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



**b. Downtown electronic sign**

City Manager/Clerk Spencer Lewis stated that he reached out to Signs by Crannie, and was able to get a sheet of designs for a new electronic sign. We have to choose a design and then we can move forward with pricing. Spencer also stated that he will reach out to Signarama in Flint, and see if they can repair or come and look and the current downtown electronic sign.

Chris Dixon stated that there might be an option to allow Signs by Crannie, pay for the sign and the city would pay for installation. Then, all advertisements and payments would go to Signs by Crannie.

**NEW BUSINESS:**

None.

**PUBLIC COMMENT**

**Erika Ratkov, Gaia's Goods** – Erika stated that she is going to have craft shows on the 1<sup>st</sup> of each month at her store. She also mentioned that it might be a good idea to run a background check on applicants to any subcommittee. Erika mentioned that if the quilters needed a space for the Thursday, during the week of the library renovation, that they could possibly use her storefront for their meeting.

**Wayne Walter** – Wayne questioned if there is a standard in the master plan that existing (downtown) buildings should follow?

**DDA MEMBER COMMENTS:**

Rich Young stated he would like to revisit the on-street parking idea on Mt. Morris Road, also would like to see wider sidewalks and lower speed limits.

Mallory Young questioned if there has been any movement on requiring food truck permits?

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at **2:47 p.m.**

---

Spencer Lewis, City Clerk

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	NORMAL (ABNORMAL)	08/31/2024	08/31/2024	MONTH 08/31/2024	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDDT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY										
Revenues										
Dept 000										
248-000-402.000	CURRENT PROPERTY TAXES	16,000.00		1,816.65		941.84		14,183.35		11.35
248-000-445.000	CURRENT PROPERTY TAX PENALTY	100.00		0.00		0.00		100.00		0.00
248-000-675.100	FOOD TRUCK REVENUE	3,000.00		1,270.00		380.00		1,730.00		42.33
Total Dept 000		19,100.00		3,086.65		1,321.84		16,013.35		16.16
TOTAL REVENUES		19,100.00		3,086.65		1,321.84		16,013.35		16.16
Expenditures										
Dept 103 - AUTHORITY BOARD										
248-103-701.000	SALARY & WAGES	6,240.00		885.54		690.25		5,354.46		14.19
248-103-714.000	FRINGE BENEFITS	2,500.00		192.19		143.59		2,307.81		7.69
248-103-740.000	OPERATING EXPENSE	4,000.00		1,862.86		400.00		2,137.14		46.57
248-103-880.000	COMMUNITY PROMOTIONS	1,500.00		0.00		0.00		1,500.00		0.00
248-103-940.000	RENTAL	1,200.00		31.86		31.86		1,168.14		2.66
248-103-970.000	CAPITAL OUTLAY	2,000.00		0.00		0.00		2,000.00		0.00
248-103-971.000	LAND ACQUISITION	10,000.00		0.00		0.00		10,000.00		0.00
Total Dept 103 - AUTHORITY BOARD		27,440.00		2,972.45		1,265.70		24,467.55		10.83
TOTAL EXPENDITURES		27,440.00		2,972.45		1,265.70		24,467.55		10.83
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:										
TOTAL REVENUES		19,100.00		3,086.65		1,321.84		16,013.35		16.16
TOTAL EXPENDITURES		27,440.00		2,972.45		1,265.70		24,467.55		10.83
NET OF REVENUES & EXPENDITURES		(8,340.00)		114.20		56.14		(8,454.20)		1.37



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

Have a Question or Concern?

Stop by your nearest  
 Huntington office or  
 contact us at:

1-800-480-2001

www.huntington.com/  
 businessresources

**Huntington Public Funds Analyzed Checking**

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

Statement Activity From:  
 08/01/24 to 08/31/24

Days in Statement Period 31

Average Ledger Balance\* 57,454.74  
 Average Collected Balance\* 57,454.74

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

<b>Beginning Balance</b>	<b>\$57,807.83</b>
<b>Credits (+)</b>	<b>1,471.84</b>
Regular Deposits	530.00
Electronic Deposits	941.84
<b>Debits (-)</b>	<b>2,695.66</b>
Electronic Withdrawals	2,695.66
<b>Ending Balance</b>	<b>\$56,584.01</b>

**Deposits (+)**

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

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
08/01	150.00	182368238	Brch/ATM	08/12	360.00	182368236	Brch/ATM
08/05	20.00	182368235	Brch/ATM				

**Other Credits (+)**

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

Date	Amount	Description
08/02	336.83	BUS ONL TFR FRM CHECKING 080224 XXXXXXX1399
08/28	605.01	BUS ONL TFR FRM CHECKING 082824 XXXXXXX1399

**Other Debits (-)**

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

Date	Amount	Description
08/02	71.16	BUS ONL TFR TO CHECKING 080224 XXXXXXX6790
08/16	400.00	BUS ONL TFR TO CHECKING 081624 XXXXXXX6787
08/16	229.96	BUS ONL TFR TO CHECKING 081624 XXXXXXX6787
08/16	1,200.00	BUS ONL TFR TO CHECKING 081624 XXXXXXX6787
08/16	73.84	BUS ONL TFR TO CHECKING 081624 XXXXXXX6790
08/16	31.86	BUS ONL TFR TO CHECKING 081624 XXXXXXX1386
08/28	688.84	BUS ONL TFR TO CHECKING 082824 XXXXXXX6790

Investments are offered through the Huntington Investment Company, Registered Investment Advisor, member FINRA/SIPC, a wholly-owned subsidiary of Huntington Bancshares Inc.

The Huntington National Bank is Member FDIC. ®, Huntington® and 24-Hour Grace® are federally registered service marks of Huntington Bancshares Incorporated. The 24-Hour Grace® system and method is patented: US Pat. No. 8,364,581, 8,781,955, 10,475,118, and others pending. ©2024 Huntington Bancshares Incorporated.

**Balance Activity**
**Account:-----2498**

<b>Date</b>	<b>Balance</b>	<b>Date</b>	<b>Balance</b>	<b>Date</b>	<b>Balance</b>
07/31	57,807.83	08/05	58,243.50	08/28	56,584.01
08/01	57,957.83	08/12	58,603.50		
08/02	58,223.50	08/16	56,667.84		

**In the Event of Errors or Questions Concerning Electronic Fund Transfers** (electronic deposits, withdrawals, transfers, payments, or purchases), please call either 1-614-480-2001 or call toll free 1-800-480-2001, or write to The Huntington National Bank Research - EA4W61, P.O. Box 1558, Columbus, Ohio 43216 as soon as you can, if you think your statement or receipt is wrong or if you need more information about an electronic fund transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

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.

**Verification of Electronic Deposits** If you authorized someone to make regular electronic fund transfers of money to your account at least once every sixty days, you can find out whether or not the deposit has been received by us, call either 1-614-480-2001 or call toll free 1-800-480-2001.

**Balancing Your Statement** - For your convenience, a balancing page is available on our web site <https://www.huntington.com/pdf/balancing.pdf> and also available on Huntington Business Online.

**2024 DDA FoodTruck expenses**

<b>Date</b>	<b>Description</b>	<b>Amount</b>
5/6/2024	Bounce House - May	\$275.00
5/6/2024	DJ - May	\$500.00
5/20/2024	Vics - May	\$300.00
6/11/2024	Bounce House - June	\$275.00
6/11/2024	DJ - June	\$500.00
6/19/2024	Vics - June	\$325.00
7/12/2024	Vics - July	\$790.00
7/15/2024	JohnVanceBand - July	\$1,000.00
7/15/2024	Bounce House - July	\$200.00
7/18/2024	Sponsor Signs	\$175.00
8/1/2024	Vics - Aug	\$790.00
8/6/2024	3rd Deg. Burns - Aug	\$400.00
<b>Total</b>		<b>\$5,530.00</b>
<b>Revenue for 2024 Food Trucks from Trucks/Vendors</b>		<b>\$4,260.00</b>
<b>Sponsorships/Donations</b>		<b>\$2,700.00</b>



4145 Market Place  
Flint, Michigan 48507

810-487-0000  
www.SignsByCrannie.com

**Proposal Submitted To:**  
Spencer Lewis  
City of Mt Morris  
11649 N. Saginaw St  
Mt Morris, MI 48458- USA

Phone: (810) 686-2160  
Fax:  
E-mail: [clerk@cityofmtmorris.org](mailto:clerk@cityofmtmorris.org)

New Signage – Multiple Options  
**Job Name and Location**  
City of Mt Morris  
11649 N. Saginaw St  
Mt Morris, MI 48458- USA

Proposal No	Proposal Date	Payment Terms	Contact	Page
016657	8/30/2024	Dep / Bal Upon Comp.	Aaron Hinman	Page 1 of 1

Quantity - Product - Description	Unit Price	Extended Price
1 Monument Option 1	\$37,367.26	\$37,367.26
1 Monument Option 2	\$37,955.26	\$37,955.26
1 Monument Option 3	\$36,312.08	\$36,312.08
1 Monument Option 4, 5, or 6 – (Same Cost)	\$40,986.60	\$40,986.60
1 Installation of quoted signage	\$2,784.00	\$2,784.00

PRICE QUOTATION GOOD FOR 30 DAYS.

The client is responsible for supplying production ready, vectorized artwork of logos and custom letter styles in an eps or ai format.

Taxable	\$152,621.20
Nontaxable	\$2,784.00
Sales Tax	\$9,157.27

**PRICES DO NOT INCLUDE PERMIT FEES OR PRIMARY ELECTRICAL TO SIGNS AND WILL BE BILLED ADDITIONALLY.**

Freight	\$0.00
Permits	TBD
Order Total	\$164,562.47

TERMS - DEPOSIT DOWN, BALANCE DUE AT TIME OF INSTALLATION.

**Deposit Req 50%      \$82,281.24**

WARRANTY - one year all parts and labor barring vandalism or acts of God.

PRICES as indicated above are minimal estimates for art or sign work only. Photostats, typography, photographs, overtime, changes and or time additions, delays caused by the client, special consultations and all other expenses that cannot be estimated accurately in advance will be billed extra unless otherwise specified herein.

FINISHED art, mechanicals, and signs will be released for use by the client only. Mechanicals, original art, sketches and materials other than signs originated by the designer are the property of the designer, and will be held for the client, unless otherwise shown.

SPECIAL conditions on the client's purchase orders in no way negate the above conditions of sale. In ordering the work described above, the client accepts all of these conditions whether noted on his purchase or not.

IF UNUSUAL conditions (ie. access, ledge, water, rock, etc.) are encountered in the installation, this contract is binding; however, an additional cost based on our labor, plus 15% on sub-contractor and materials or equipment will be added to the above price.

THE CLIENT agrees to pay all costs of collection in the event of default of payment by the client, including a reasonable attorney's fee. In the event of delinquent payments, the client will be charged a rate of 1.5% interest for every month, after the first 30 days.

THE SIGN SHALL REMAIN THE PROPERTY of Signs by Crannie, Inc. until paid for in full. In the event the client is delinquent in payment by more than 45 days Signs by Crannie, Inc. reserves the right to remove the signage from the premise without notice of the client. And the client shall hold Signs by Crannie, Inc. free of any liability what so ever.

SALESPERSON: \_\_\_\_\_

DATE: \_\_\_\_\_

ACCEPTED BY: \_\_\_\_\_

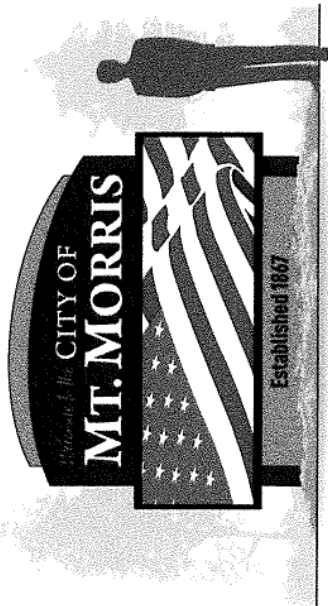
TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

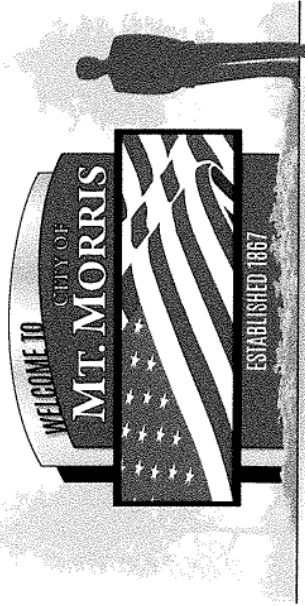
DATE: \_\_\_\_\_

For: City of Mt Morris

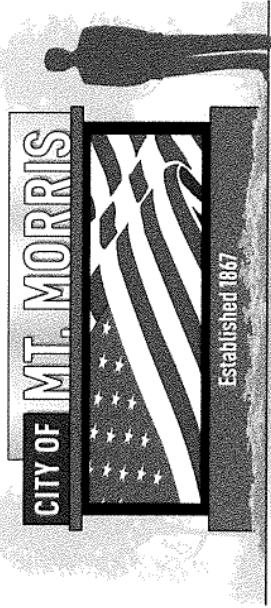




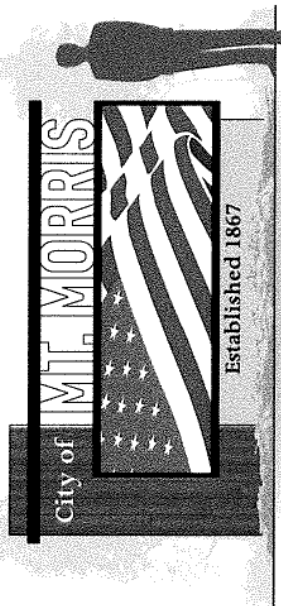
**OPTION #1**



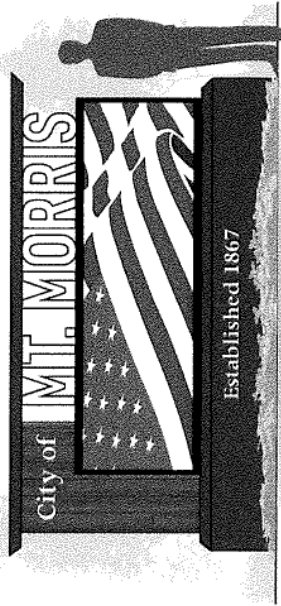
**OPTION #2**



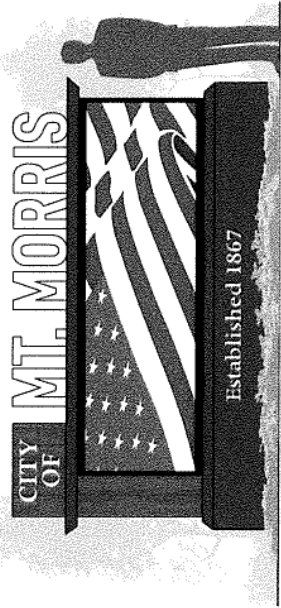
**OPTION #3**



**OPTION #4**



**OPTION #5**



**OPTION #6**



**Monument Sign - Qty. 1**  
 - Single Face, Optional LED Illumination  
 - 3'H x 10"W Full Color LED Digital Display  
 - Fabricated Alum. Base / Accents

X

Signature for approval of artwork - Proceed to production as shown



4145 Market Place  
 Flint, Michigan 48507  
 810-487-0000  
 www.SignsByCrannie.com

**SIGNS BY...  
 Crannie**  
 A FULL SERVICE SIGN COMPANY

Customer: City Of Mt Morris  
 Address: X  
 Salesperson: Aaron Hinman  
 Date: 8-8-24  
 Drawn By: G.Alumbaugh  
 Scale: X=1'-0"  
 Filename: CityOfMtMorris-24-Mon Sign  
 Revision: X

Proud Member Of The  
**W-S-I MSA**  
 WORLD SIGN ASSOCIATES  
 INTERNATIONAL SIGN ASSOCIATION

ORIGINAL NETWORK DESIGNS & LAYOUTS ARE THE SOLE PROPERTY OF SIGNS BY CRANNIE AND MAY NOT BE REPRODUCED, DISPLAYED, TRANSMITTED TO ANYONE, IN FULL OR IN PART WITHOUT THE WRITTEN CONSENT OF SIGNS BY CRANNIE. ©2024 Signs by Crannie



4145 Market Place  
Flint, Michigan 48507

810-487-0000  
www.SignsByCrannie.com

**Proposal Submitted To:**

Spencer Lewis  
City of Mt Morris  
11649 N. Saginaw St  
Mt Morris, MI 48458- USA

Phone: (810) 686-2160

Fax:

E-mail: [clerk@cityofmtmorris.org](mailto:clerk@cityofmtmorris.org)

**Additional EMC Option**

**Job Name and Location**

City of Mt Morris  
11649 N. Saginaw St  
Mt Morris, MI 48458- USA

Proposal No	Proposal Date	Payment Terms	Contact	Page
016757	9/10/2024	75% Dep / Bal Upon Comp	Aaron Hinman	Page 1 of 1

Quantity - Product - Description	Extended Price
1 Custom fabricated aluminum cabinet, single faced, Watchfire Full Color EMC.	\$21,648.52
1 Installation of quoted signage	\$1,824.00

PRICE QUOTATION GOOD FOR 30 DAYS.

The client is responsible for supplying production ready, vectorized artwork of logos and custom letter styles in an eps or ai format.

Taxable	\$21,648.52
Nontaxable	\$1,824.00
Sales Tax	\$1,298.91

**PRICES DO NOT INCLUDE PERMIT FEES OR PRIMARY ELECTRICAL TO SIGNS AND WILL BE BILLED ADDITIONALLY.**

Freight	\$0.00
Permits.	TBD
Order Total	\$24,771.43

TERMS - DEPOSIT DOWN, BALANCE DUE AT TIME OF INSTALLATION.

**Deposit Req 75% \$18,578.57**

WARRANTY - one year all parts and labor barring vandalism or acts of God. PRICES as indicated above are minimal estimates for art or sign work only. Photostats, typography, photographs, overtime, changes and or time additions, delays caused by the client, special consultations and all other expenses that cannot be estimated accurately in advance will be billed extra unless otherwise specified herein.

FINISHED art, mechanicals, and signs will be released for use by the client only. Mechanicals, original art, sketches and materials other than signs originated by the designer are the property of the designer, and will be held for the client, unless otherwise shown.

SPECIAL conditions on the client's purchase orders in no way negate the above conditions of sale. In ordering the work described above, the client accepts all of these conditions whether noted on his purchase or not.

IF UNUSUAL conditions (ie. access, ledge, water, rock, etc.) are encountered in the installation, this contract is binding; however, an additional cost based on our labor, plus 15% on sub-contractor and materials or equipment will be added to the above price.

THE CLIENT agrees to pay all costs of collection in the event of default of payment by the client, including a reasonable attorney's fee. In the event of delinquent payments, the client will be charged a rate of 1.5% interest for every month, after the first 30 days.

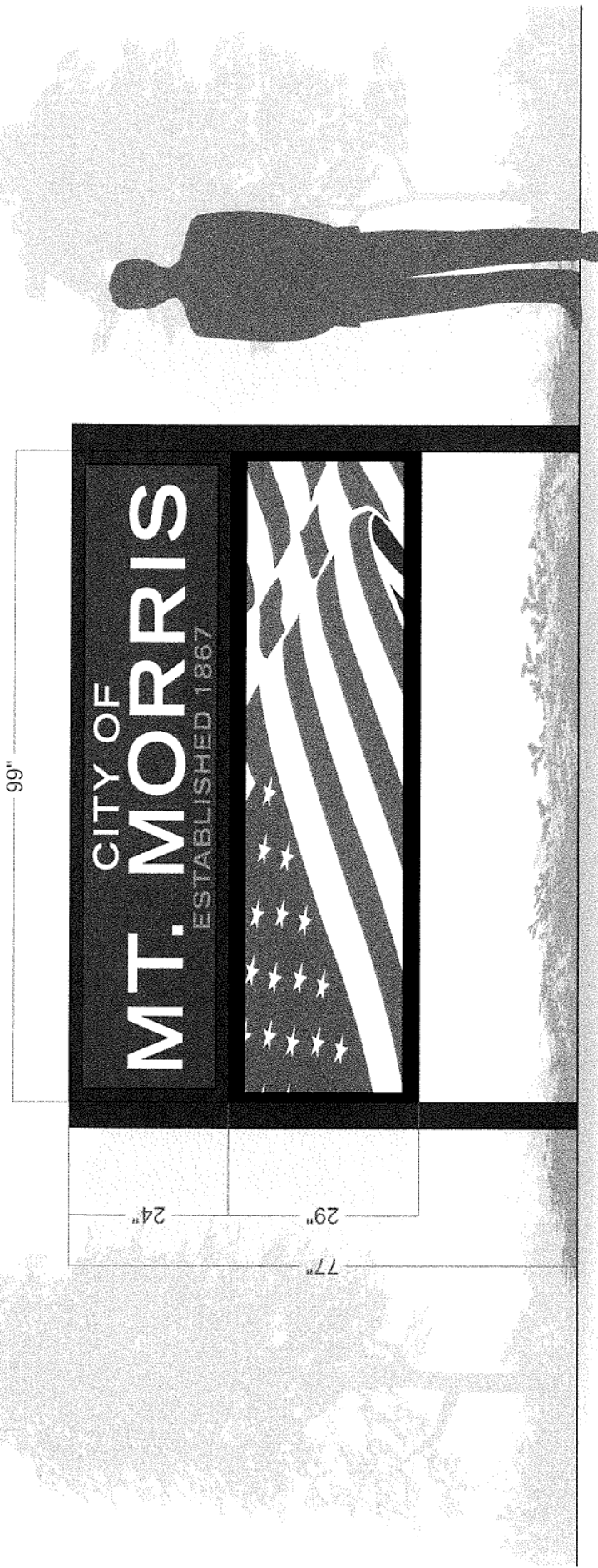
THE SIGN SHALL REMAIN THE PROPERTY of Signs by Crannie, Inc. until paid for in full. In the event the client is delinquent in payment by more than 45 days Signs by Crannie, Inc. reserves the right to remove the signage from the premise without notice of the client. And the client shall hold Signs by Crannie, Inc. free of any liability what so ever.

SALESPERSON: \_\_\_\_\_ DATE: \_\_\_\_\_

ACCEPTED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

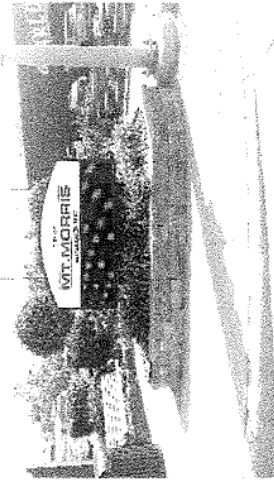
SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

For: City of Mt Morris – Additional Option



**OPTION #7**

- Monument Sign - Qty. 1**
- Single Face, Optional LED Illumination
- Full Color LED Digital Display
- (x2) Sq. Posts



**SIGNS BY Crannie**  
A FULL SERVICE SIGN COMPANY

4145 Market Place  
Flint, Michigan 48507  
810-487-0000  
www.SignsByCrannie.com

**UL LISTED**  
Signature for approval of artwork - Proceed to production as shown

**Customer:** City Of Mt Morris  
**Address:** X

**Salesperson:** Aaron Hinman  
**Date:** 8-8-24  
**Drawn By:** G.Alumbaugh  
**Scale:** 1/2"=1'-0"

**Filename:** CityOfMtMorris-24-Mon Sign  
**Revision:** GA 9-4-24

**WSD** Proud Member Of The **USA**  
**WORLD SIGN ASSOCIATES** **TRADE SHOW**  
Since 1933

ORIGINAL ARTWORK, DESIGNS & LAYOUTS ARE THE SOLE PROPERTY OF SIGNS BY CRANNIE AND MAY NOT BE REPRODUCED, DISPLAYED, TRANSMITTED TO ANYONE, IN FULL OR IN PART WITHOUT THE WRITTEN CONSENT OF SIGNS BY CRANNIE. ©2024 Sign By Crannie