

CITY OF MT. MORRIS
DOWNTOWN DEVELOPMENT AUTHORITY MEETING

November 19, 2015
1:30 P.M.

1. **MEETING CALLED TO ORDER:** Chairman Don Lemmon.
2. **SWEARING IN OF MEMBERS:** Timothy Hacker.
3. **APPROVAL OF MINUTES:** Regular meeting minutes of October 22, 2015.
4. **COMMUNICATIONS:**
 - a. **Revenue/Expenditure Report.**
5. **UNFINISHED BUSINESS:**
 - a. **Banners.**
 - b. **Expiration of Members Terms.**
6. **NEW BUSINESS:**
 - a. **Meeting schedule.**
 - b. **Open Discussion.**
7. **PUBLIC COMMENT**
8. **DDA MEMBER COMMENTS**
9. **ADJOURNMENT**

**PLEASE TURN OFF ALL CELL PHONES AND OTHER ELECTRONIC DEVICES PRIOR TO
THE MEETING!**

CITY OF MT. MORRIS
DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes
October 22, 2015

At **1:30 p.m.**, Chairperson Don Lemmon called the regular DDA meeting to order.

PRESENT: Joyce Bartos, Mark Brigolin, Shirley Corcoran, Don Lemmon and Dorothy Lindsey.

ABSENT: Matt Gunn, Jay Lanphear, Dan Lavelle and Adam Martin.

SWEARING IN OF MEMBERS: Lou Templeton (by City Clerk, Kristina K. Somers), Timothy Hacker (Absent)

OTHERS: City Clerk Kristina K. Somers, Treasurer Vicki Fishell.

MINUTES:

A motion was made by Dorothy Lindsey and seconded by Shirley Corcoran, to approve the regular meeting minutes of August 20, 2015.

Motion carried.

COMMUNICATIONS:

a. Check from the Chamber.

Chairperson Don Lemmon presented a \$368.75 check from the Chamber to the DDA.

UNFINISHED BUSINESS:

a. VA Park.

Shirley Corcoran presented the DDA members with information, and handouts gathered during her meeting with Dr. Jim Stewart. Shirley stated that Dr. Jim Stewart suggested he should have a separate committee to oversee the VA Park. A disk is available with all the information needed to run a VA Park committee. Outdoor Solutions has also put together the landscape sketch ideas for the VA Park.

Chairperson Don Lemmon said he believes this is something the DDA should back out of, especially since a professional suggested this as well. Chairman Don Lemmon stated he believes with Jay Lanphear being the one spearheading the VA Park and possibly stepping down, let's keep this on the back burner for now. Chairman Don Lemmon stated he would like the board to keep their ears open for people interested in running this committee.

After review it was a consensus of the board to keep the VA Park off the agenda.

b. Banners.

Shirley Corcoran discussed the 2015 Winter Banner charges.

- \$150.00 New Banner
- \$25.00 Renewing Sponsor

Shirley Corcoran verified the November 16, 2015 switch over date for the winter banners. Stated she would like to see them up by at least December 1, 2015.

Joyce Bartos suggested the DDA continue with the small print on the banners this year, then can change to the larger print in 2017 for the Sesquicentennial.

Chairman Don Lemmon let the DDA know that Mayor Dan Lavelle asked that the City Council take over the banners for the 2017 Sesquicentennial. After discussion the DDA decided they would table this topic until they had more information.

NEW BUSINESS:

a. Unwrapped.

After discussion the DDA decided they would table this topic until they have more information.

b. Open Discussion.

Mark Brigolin mentioned he would like to see the City purchase part of the Southwest Property for a City Park. Parks really help when promoting communities, he requested the topic to be placed on the next agenda for further discussion. City manager stated a needs assessment from the community be done for ideas, and what the City's liability would be to.

Discussion was made about the City having some kind of winter festive.

PUBLIC COMMENT:

None.

DDA MEMBER COMMENTS:

Dorothy Lindsey – Asked for a quarterly report from treasure, and when the DDA budget is due.

Joyce Bartos – Asked who is in charge of the 2017 Sesquicentennial. Would like to see the school, churches, and the City get involve. Suggested maybe period dress, and incorporating the Memorial Day parade to get the City involved.

Chairman Don Lemmon – Would like everyone to think about new members, and the schedule for next year's calendar for next meeting.

ADJOURNMENT:

There being no further business, the meeting was adjourned at **2:40 p.m.**

Kristina K. Somers, City Clerk

REVENUE/EXPENDITURE REPORT

City of MtMorris

For the Period: 7/1/2015 to 10/31/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 276 - Downtown Development Authority							
Revenues							
Dept: 000.000							
403.000 CURRENT PROPERTY TAXES	14,000.00	14,000.00	12,129.40	109.39	0.00	1,870.60	86.6
405.000 CURRENT PROPERTY TAX PENALTY	100.00	100.00	6.56	6.56	0.00	93.44	6.6
665.000 INTEREST ON INVESTMENTS	15.00	15.00	0.00	0.00	0.00	15.00	0.0
675.000 DDA BANNER DONATIONS	0.00	0.00	225.00	125.00	0.00	-225.00	0.0
694.000 OTHER REVENUES	0.00	0.00	368.75	368.75	0.00	-368.75	0.0
Dept: 000.000	14,115.00	14,115.00	12,729.71	609.70	0.00	1,385.29	90.2
Revenues	14,115.00	14,115.00	12,729.71	609.70	0.00	1,385.29	90.2
Expenditures							
Dept: 103.000 AUTHORITY BOARD							
701.000 SALARY & WAGES	2,000.00	2,000.00	886.00	21.80	0.00	1,114.00	44.3
714.000 FRINGE BENEFITS	1,280.00	1,280.00	703.20	20.18	0.00	576.80	54.9
740.000 OPERATING EXPENSE	800.00	800.00	390.75	0.00	0.00	409.25	48.8
880.000 COMMUNITY PROMOTIONS	2,000.00	2,000.00	400.00	0.00	0.00	1,600.00	20.0
940.000 RENTAL	1,000.00	1,000.00	95.34	17.70	0.00	904.66	9.5
AUTHORITY BOARD	7,080.00	7,080.00	2,475.29	59.68	0.00	4,604.71	35.0
Expenditures	7,080.00	7,080.00	2,475.29	59.68	0.00	4,604.71	35.0
Net Effect for Downtown Development Authority	7,035.00	7,035.00	10,254.42	550.02	0.00	-3,219.42	145.8
Change in Fund Balance:			10,254.42				
Grand Total Net Effect:	7,035.00	7,035.00	10,254.42	550.02	0.00	-3,219.42	

