CITY OF MT. MORRIS

DOWNTOWN DEVELOPMENT AUTHORITY MEETING

February 15, 2017 1:30 P.M.

- 1. MEETING CALLED TO ORDER: Chairman Don Lemmon.
- 2. ROLL CALL
- 3. **SWEARING IN OF MEMBERS**: Nate Shango term ending December, 2019.
- 4. APPROVAL OF AGENDA
- 5. APPROVAL OF MINUTES: Regular meeting minutes of January 18, 2017.
- 6. <u>COMMUNICATIONS:</u>
 - a. None.
- 7. APPROVAL OF TREASURER REPORT
- 8. PUBLIC COMMENT
- 9. <u>UNFINISHED BUSINESS:</u>
 - a. Moving forward update.
 - b. Taylor's Sign.
 - c. Mayor proposal on Coffee Shop.
 - d. Credit Card.
- 10. NEW BUSINESS:
 - a. Downtown Sign.
 - **b.** Murray's Carpet.
- 11. PUBLIC COMMENT
- 12. DDA MEMBER COMMENTS
- 13. ADJOURNMENT

CITY OF MT. MORRIS DOWNTOWN DEVELOPMENT AUTHORITY Meeting Minutes January 18, 2017

At 1:30 p.m., City Clerk Kristina Somers called the regular DDA meeting to order..

PRESENT: Mayor Duane Dunckel (arrived late at 1:42), Shirley Corcoran, Don Lemmon, Tim Elder, Lou

Templeton and Dorothy Lindsey.

ABSENT: Matt Gunn, Adam Martin, and Joyce Bartos.

OTHERS: City Clerk Kristina K. Somers.

ELECTION AND SWEARING IN OF CHAIRMAN:

City Clerk Kristina Somers opened the floor for nominations for the election of Chairman to Downtown Development Authority at 1:33pm.

A motion was made by Dorothy Lindsey and seconded by Tim Elder to nominate Don Lemmon as Chairman of the Downtown Development Authority.

With no further nominations the floor was closed for nominations for the election of Chairman at 1:34pm.

A motion was made by Dorothy Lindsey and seconded by Tim Elder to elect Don Lemmon as Chairman to the Downtown Development Authority.

All Ayes.

Motion carried.

Don Lemmon was sworn in as Chairperson of the DDA for 2017, by City Clerk Kristina Somers and began presiding over the meeting.

ELECTION AND SWEARING IN OF VICE CHAIRMAN:

Chairman Don Lemmon opened the floor for nominations for the election of Vice Chairman to the Downtown Development Authority at 1:35pm.

A motion was made by Shirley Corcoran seconded by Tim Elder to nominate Lou Templeton as Vice Chairman of the Downtown Development Authority.

With no further nominations the floor was closed for nominations for the election of Vice Chairman at 1:36pm.

A motion was made by Shirley Corcoran seconded by Tim Elder to elect Lou Templeton as Vice Chairman to the Downtown Development Authority.

All Ayes.

Motion carried.

Lou Templeton was sworn in as Vice Chairman of the Downtown Development Authority by City Clerk Kristina Somers.

AGENDA:

A motion was made by Tim Elder and seconded by Dorothy Lindsey, to approve the agenda.

All ayes.

Motion carried.

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MINUTES:

A motion was made by Tim Elder and seconded by Shirley Corcoran, to approve the regular meeting minutes of December 21, 2016.

All Ayes.

Motion carried.

COMMUNICATIONS:

a. None.

APPROVAL OF TREASURER REPORT:

A motion was made by Tim Elder and so	econded by Lou Templeton, to	approve the Treasurers report.
Roll call:6Ayes	0Nays	3Absent (Joyce Bartos) (Matt Gunn) (Adam Martin)
Motion carried.		

Tim Elder discussed December expenses listed on Treasurers report.

UNFINISHED BUSINESS:

a. Downtown Development Authority application for credit card.

City Clerk Kristina Somers let the DDA know that application request has been sent and when the paperwork comes in from the bank, Joyce Bartos will be contacted for signature.

NEW BUSINESS:

a. Ideas for the future "Moving Forward".

Tim Elder presented the DDA with a list of his ideas for the City to move forward. Discussed the DDA's role, current zoning requirements for new businesses, demanding the city enforce current ordinances, taking inventory of current properties, determining what businesses are needed in the city, identify events that DDA can host/sponsor to bring people to our community, events not shutting down roads, and considering hiring/contracting with a person to organize and run city events.

Chairman Don Lemmon discussed each member putting together a list of things they would like to see changed, or cleaned up around the City of Mt. Morris. The list would be compiled and given to the Mayor for review before going to City Council.

PUBLIC COMMENT:

None.

DDA MEMBER COMMENTS:

Shirley Corcoran discussed smaller 150th banners requested to be sold to the public being tabled at this time, due to lack of interest.

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Tim Elder discussed the DDA getting a draft of the 150th billboard, and getting a committee similar to small Cities/Villages started for DDA's in the county.

Mayor Duane Dunckel discussed outside interest starting a non-profit coffee shop in the City of Mt. Morris, with portion of the profits going back to the city. Asked DDA if they would be interested in donating funds to help with the start of this project.

Don Lemmon asked for an updated members contact list for 2017.

City Clerk Kristina Somers informed the DDA of the Small Cities/Villages meeting being hosted by the City of Mt. Morris this month. Meeting is scheduled for February 1, 2017 at 6:30 p.m. at Los Cabos in Mt. Morris. Asked to RSVP by January 30, 2017.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 2:35 p.m.
Kristina K. Somers, City Clerk

FirstMerit Bank 295 FirstMerit Circle Akron Ohio 44307-2359



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Statement Period Jan 1, 2017 to Jan 31, 2017

Primary Account 45 2312 8702

> Questions? 1-888-283-2303

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

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225921 - 31

Summary of Accounts	
Deposit Accounts	
45 2312 8702	23 768 54

GOVT BANKING FREE

23,768.54

Total Deposit Accounts

23,768.54

GOVT BANKING FREE 45 2312 8702

CITY OF MT MORRIS DOWNTOWN DEVELOPMENT

Account Summary	
Beginning Balance as of Jan 1, 2017	24,028.43
1 Deposits and Credits	81.40
1 Withdrawals and Debits	341.29
Ending Balance as of Jan 31, 2017	23,768.54

		Other Transactions		
Date	Description		Withdrawals	Deposits
Jan 10	TRANSFER DB/E-CONNECT	CHECKING ACCOUNT *5045	341.29	•
Jan 17	TRANSFER CR/E-CONNECT	CHECKING ACCOUNT *3715		81.40

		Daily Balar	nce Information		
Date Dec 31	Balance 24,028.43	Date Jan 10	Balance 23,687.14	Date Jan 17	Balance 23,768.54

Important: Huntington replacement Debit/ATM cards will be mailed shortly before February 17th (provided you have used your FirstMerit card at least once in the past 12 months). For security measures, there may be limits on the frequency and/or dollar amount of your transactions using your existing FirstMerit Debit Card after February 21st, if you do not activate your new Huntington Debit/ATM Card in a timely manner.

02/06/2017 04:12 PM User: VICKI DB: Mt Morris

REVENUE AND EXPENDITURE REPORT FOR MT MORRIS

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PERIOD ENDING 01/31/2017

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NORM (A	NORM (ABNORM)	INCR (DECR)	AMENDED BUDGET	BUDGET	DESCRIPTION	GL NUMBER
д	01/31/2017	MONTH 01/31/17	2016-17	ORIGINAL		
AVA	YTD BALANCE	ACTIVITY FOR				

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2016-17 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/17 INCR (DECR)	YTD BALANCE 01/31/2017 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 276 - Downtow Revenues Dept 000 276-000-403.000 276-000-405.000 276-000-675.000	Downtown Development Authority .000 CURRENT PROPERTY TAXES .000 CURRENT PROPERTY TAX PENALTY .000 DDA BANNER DONATIONS	14,000.00 100.00	14,000.00	76.79 4.61 0.00	12,641.01 36.30 1,330.00	1,358.99 63.70 (1,330.00)	90.29 36.30 100.00
Total Dept 000		14,100.00	14,100.00	81.40	14,007.31	92.69	99.34
TOTAL REVENUES		14,100.00	14,100.00	81.40	14,007.31	92.69	99.34
Expenditures Dept 103-AUTHORITY BOARD 276-103-701.000 FRIN 276-103-740.000 OPER 276-103-880.000 COMM 276-103-940.000 RENT	BOARD SALARY & WAGES FRINGE BENEFITS OPERATING EXPENSE COMMUNITY PROMOTIONS RENTAL	2,300.00 1,500.00 800.00 2,000.00	2,300.00 1,500.00 800.00 2,000.00	224.50 116.79 0.00 0.00	1,701.95 1,187.84 1,092.00 700.00	598.05 312.16 (292.00) 1,300.00 918.95	74.00 79.19 136.50 35.00
Total Dept 103-AUTHORITY BOARD	HORITY BOARD	7,600.00	7,600.00	341.29	4,762.84	2,837.16	62.67
TOTAL EXPENDITURES		7,600.00	7,600.00	341.29	4,762.84	2,837.16	62.67
Fund 276 - Downtown TOTAL REVENDES TOTAL EXPENDITURES NET OF REVENUES & B	Fund 276 - Downtown Development Authority: TOTAL EXPENDITURES NET OF REVENUES & EXPENDITURES	14,100.00 7,600.00 6,500.00	14,100.00 7,600.00 6,500.00	81.40 341.29 (259.89)	14,007.31 4,762.84 9,244.47	92.69 2,837.16 (2,744.47)	99.34 62.67 142.22