

**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. **COMMUNICATIONS:**
  - a. None.
7. **APPROVAL OF TREASURER REPORT**
8. **PUBLIC COMMENT**
9. **UNFINISHED BUSINESS:**
  - 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**

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

**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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Tim Elder discussed the DDA getting a draft of the 150<sup>th</sup> 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.**

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Kristina K. Somers, City Clerk

FirstMerit Bank  
 295 FirstMerit Circle  
 Akron Ohio 44307-2359



Now part of The Huntington National Bank

**Statement Period**  
 Jan 1, 2017 to  
 Jan 31, 2017  
**Primary Account**  
 45 2312 8702

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

**Questions?**  
 1-888-283-2303

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### Summary of Accounts

#### Deposit Accounts

GOVT BANKING FREE	45 2312 8702	23,768.54
<b>Total Deposit Accounts</b>		<b>23,768.54</b>

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 Balance Information

Date	Balance	Date	Balance	Date	Balance
Dec 31	24,028.43	Jan 10	23,687.14	Jan 17	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.

PERIOD ENDING 01/31/2017

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2016-17 AMENDED BUDGET	ACTIVITY FOR MONTH 01/31/17		YTD BALANCE 01/31/2017		AVAILABLE BALANCE		% BDTG USED
				INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	NORM (ABNORM)	
Fund 276 - Downtown Development Authority										
Revenues										
Dept 000										
276-000-403.000	CURRENT PROPERTY TAXES	14,000.00	14,000.00	76.79		12,641.01		1,358.99		90.29
276-000-405.000	CURRENT PROPERTY TAX PENALTY	100.00	100.00	4.61		36.30		63.70		36.30
276-000-675.000	DDA BANNER DONATIONS	0.00	0.00	0.00		1,330.00		(1,330.00)		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	SALARY & WAGES	2,300.00	2,300.00	224.50		1,701.95		598.05		74.00
276-103-714.000	FRINGE BENEFITS	1,500.00	1,500.00	116.79		1,187.84		312.16		79.19
276-103-740.000	OPERATING EXPENSE	800.00	800.00	0.00		1,092.00		(292.00)		136.50
276-103-880.000	COMMUNITY PROMOTIONS	2,000.00	2,000.00	0.00		700.00		1,300.00		35.00
276-103-940.000	RENTAL	1,000.00	1,000.00	0.00		81.05		918.95		8.11
Total Dept 103-AUTHORITY 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 Development Authority:										
TOTAL REVENUES		14,100.00	14,100.00	81.40		14,007.31		92.69		99.34
TOTAL EXPENDITURES		7,600.00	7,600.00	341.29		4,762.84		2,837.16		62.67
NET OF REVENUES & EXPENDITURES		6,500.00	6,500.00	(259.89)		9,244.47		(2,744.47)		142.22