

**CITY OF MT. MORRIS  
DOWNTOWN DEVELOPMENT AUTHORITY MEETING**

**November 15, 2017  
1:30 P.M.**

1. **MEETING CALLED TO ORDER:** Chairman Don Lemmon.
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF MINUTES:** Regular meeting minutes of October 18, 2017.
5. **COMMUNICATIONS:**
  - a. **Mrs. Meuhlen: School clothes closet.**
6. **APPROVAL OF TREASURER REPORT**
7. **PUBLIC COMMENT**
8. **UNFINISHED BUSINESS:**
  - a. **Sign Update from Tim Elder.**
9. **NEW BUSINESS:**
  - a. **None.**
10. **PUBLIC COMMENT**
11. **DDA MEMBER COMMENTS**
12. **ADJOURNMENT**

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



**UNFINISHED BUSINESS:**

**a. Sign Update from Tim Elder.**

Tim Elder discussed budget, and design ideas from the DDA members. After discussion it was the consensus of the DDA members to set the budget of \$8,000 to \$15,000 for a new sign.

Dorothy Lindsey discussed sign needing to be reviewed/approved by the Planning Commission.

Chairman Don Lemmon asked Tim Elder to get the plans and then they can be presented to Planning Commission for review/approval.

**b. Horse Race Update.**

Joyce Bartos discussed getting the receipt to City Hall for reimbursement for television purchased for the event.

Shirley Corcoran discussed funds collected during the event, and the amount of people that were in attendance.

**NEW BUSINESS:**

**a. Unwrapped.**

Tim Elder discussed having local businesses collect winter clothes for the community.

Shirley Corcoran suggested donating \$500, and working with Kiwanis to purchase winter clothes for the schools.

**PUBLIC COMMENT:**

None.

**DDA MEMBER COMMENTS:**

Joyce Bartos thanked everyone for help with the Horse Race Event.

Shirley Corcoran thanked everyone for all their help with the Horse Race Event, and discussed renting space for Unwrapped event.

Dorothy Lindsey discussed remodeling of the old tattoo shop, and placement of banners.

Tim Elder stated he was glad the horse race event went so well.

Matt Gunn stated how much fun he had at the horse race event.

Adam Martin expressed the great time had at the horse race event.

Duane Dunckel stated he had a great time at the horse race event, believes joining with Kiwanis is a great idea, thanked everyone for all their hard work.

City Clerk discussed 150<sup>th</sup> plaque form questions, will be completed and mail by the end of this month.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at **2:16 p.m.**



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

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**Huntington Public Funds Analyzed Checking**

**Account: 01388362498**

|   |           |                          |                    |
|---|-----------|--------------------------|--------------------|
| <b>Statement Activity From:</b>   |           | <b>Beginning Balance</b> | <b>\$23,487.54</b> |
| <b>10/01/17 to 10/31/17</b>   |           | <b>Debits (-)</b>        | <b>938.38</b>      |
|   |           | Electronic Withdrawals   | 938.38             |
| Days in Statement Period  | 31        | <b>Ending Balance</b>    | <b>\$22,549.16</b> |
| Average Ledger Balance*   | 23,252.35 |                          |                    |
| Average Collected Balance*  | 23,252.35 |                          |                    |
| * The above balances correspond to the service charge cycle for this account. |           |                          |                    |

**Other Debits (-)**

**Account: 01388362498**

| Date  | Amount | Description                                |
|-------|--------|--|
| 10/04 | 34.19  | BUS ONL TFR TO CHECKING 100417 01388316790 |
| 10/24 | 4.19   | BUS ONL TFR TO CHECKING 102417 01388351386 |
| 10/25 | 900.00 | BUS ONL TFR TO CHECKING 102517 01388316787 |

**Balance Activity**

**Account: 01388362498**

| Date  | Balance   | Date  | Balance   | Date | Balance |
|-------|-----------|-------|-----------|------|---------|
| 09/30 | 23,487.54 | 10/24 | 23,449.16 |      |         |
| 10/04 | 23,453.35 | 10/25 | 22,549.16 |      |         |

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| GL NUMBER                                  | DESCRIPTION                  | 2017-18 ORIGINAL BUDGET | 2017-18 AMENDED BUDGET | YTD BALANCE 10/31/2017 NORM (ABNORM) | ACTIVITY FOR MONTH 10/31/17 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDTG USED |
|--|------------------------------|-------------------------|------------------------|--------------------------------------|---|---------------------------------|-------------|
| Fund 276 - Downtown Development Authority  |                              |                         |                        |                                      |   |                                 |             |
| Revenues                                   |                              |                         |                        |                                      |   |                                 |             |
| Dept 000                                   |                              |                         |                        |                                      |   |                                 |             |
| 276-000-403.000                            | CURRENT PROPERTY TAXES       | 14,000.00               | 14,000.00              | 0.00                                 | 0.00                                    | 14,000.00                       | 0.00        |
| 276-000-405.000                            | CURRENT PROPERTY TAX PENALTY | 100.00                  | 100.00                 | 0.00                                 | 0.00                                    | 100.00                          | 0.00        |
| Total Dept 000                             |                              | 14,100.00               | 14,100.00              | 0.00                                 | 0.00                                    | 14,100.00                       | 0.00        |
| TOTAL REVENUES                             |                              | 14,100.00               | 14,100.00              | 0.00                                 | 0.00                                    | 14,100.00                       | 0.00        |
| Expenditures                               |                              |                         |                        |                                      |   |                                 |             |
| Dept 103-AUTHORITY BOARD                   |                              |                         |                        |                                      |   |                                 |             |
| 276-103-701.000                            | SALARY & WAGES               | 2,300.00                | 2,300.00               | 213.28                               | 22.45                                   | 2,086.72                        | 9.27        |
| 276-103-714.000                            | FRINGE BENEFITS              | 1,500.00                | 1,500.00               | 111.50                               | 11.74                                   | 1,388.50                        | 7.43        |
| 276-103-740.000                            | OPERATING EXPENSE            | 800.00                  | 800.00                 | 0.00                                 | 0.00                                    | 800.00                          | 0.00        |
| 276-103-880.000                            | COMMUNITY PROMOTIONS         | 2,000.00                | 2,000.00               | 900.00                               | 900.00                                  | 1,100.00                        | 45.00       |
| 276-103-940.000                            | RENTAL                       | 1,000.00                | 1,000.00               | 4.19                                 | 4.19                                    | 995.81                          | 0.42        |
| 276-103-970.000                            | CAPITAL OUTLAY               | 5,000.00                | 5,000.00               | 0.00                                 | 0.00                                    | 5,000.00                        | 0.00        |
| 276-103-971.000                            | LAND ACQUISITION             | 5,000.00                | 5,000.00               | 0.00                                 | 0.00                                    | 5,000.00                        | 0.00        |
| Total Dept 103-AUTHORITY BOARD             |                              | 17,600.00               | 17,600.00              | 1,228.97                             | 938.38                                  | 16,371.03                       | 6.98        |
| TOTAL EXPENDITURES                         |                              | 17,600.00               | 17,600.00              | 1,228.97                             | 938.38                                  | 16,371.03                       | 6.98        |
| Fund 276 - Downtown Development Authority: |                              |                         |                        |                                      |   |                                 |             |
| TOTAL REVENUES                             |                              | 14,100.00               | 14,100.00              | 0.00                                 | 0.00                                    | 14,100.00                       | 0.00        |
| TOTAL EXPENDITURES                         |                              | 17,600.00               | 17,600.00              | 1,228.97                             | 938.38                                  | 16,371.03                       | 6.98        |
| NET OF REVENUES & EXPENDITURES             |                              | (3,500.00)              | (3,500.00)             | (1,228.97)                           | (938.38)                                | (2,271.03)                      | 35.11       |