

CITY OF MT. MORRIS
Downtown Development Authority Meeting
April 19th, 2023
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 March 15th, 2023.
- 6. COMMUNICATION:**
None.
- 7. APPROVAL OF TREASURER REPORT**
- 8. PUBLIC COMMENT**
- 9. UNFINISHED BUSINESS:**
 - a. Grants
 - b. 2023 Hometown Hero Banners
 - c. 2023 Food Truck Events
- 10. NEW BUSINESS:**
 - a. 2023/2024 Budget
 - b. 2022 food truck numbers
- 11. PUBLIC COMMENT**
- 12. DDA MEMBER COMMENTS**
- 13. ADJOURNMENT**

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

DDA Minutes.
March 15th, 2023.
Page Two.

Matt Gunn suggested have the deadline be the end of April for the banners.

Lou Templeton questioned if they were accepting new applicants for flags or using last years.

Matt Gunn stated he thinks it should be first come first serve for the first 38 flags applied for.

Lou Templeton asked how we advertised last year.

Mallory Young stated that she posted on Facebook last year and that she will adjust last years post and put it on Facebook again for this year. Mallory also asked if DDA still planned on doing the booklets.

Bryan Lehr stated that Heather from the Mt. Morris Library stated she could do a booklet for \$4.00-\$4.50 apiece.

Rich Young questioned if they received more than 38 applications for flags if they could hang them at the new memorial site at the library.

Shirley Corcoran stated that she doesn't think that would be a good idea because they would hang to low and have a chance of getting ripped.

Mallory Young also stated she will look into changing the actual look of the flags to be different from last years.

Lou Templeton requested that City Clerk Spencer Lewis put the information for the flags on the electronic sign right away and make sure dates are changed on the applications.

b. 2023 Food Truck Events

Matt Gunn stated that the food trucks are ready to go for the first Thursday of May. He stated that there are 6 food trucks not counting desert trucks available. Stated that Heather dropped off information to him for farmer markets/craft tents around the area to have come to the food truck events.

Lou Templeton asked if they would charge each table of crafts/farmers market that comes.

Matt Gunn stated that he did read about a fee being charged for a space to sell their product. He did state that DDA should make an application for crafters to fill out to make sure the product they are selling are handmade, not used crafts.

Mallory Young questioned if the DDA wanted ABC12 news to come to the first food truck event.

Lou Templeton stated the news coming would be a good idea.

Matt Gunn questioned if the DDA thought there should be a committee created to organize the famers market, crafters, and food truck event.

Lou Templeton agreed that a committee should be started to stay organized for this event.

Mayor Dubey stated she will reach out to Tony Bauer (back to the bricks) to see if he knows any crafters in the area that would like to participate.

Lou Templeton questioned if we were paying every week or month for music at the food truck event.

Bryan Lehr suggested doing an open mic night.

Matt Gunn suggested using a speaker to have music playing the whole time. He questioned if DDA wanted to budget for music. He suggested using a speaker for now and finalize the music decision at the next meeting. He also stated that the food trucks will start coming in at 3p.m. for the first event. He stated that he talked to Jeff Kline from the school stating they were all set to have the event.

Mayor Dubey questioned how much DDA wanted to charge for the space of crafters.

DDA Minutes.
March 15th, 2023.
Page Three.

Mallory Young suggested \$20.00 a space, \$5 an hour.

Matt Gunn stated they will decide on a set price at next months meeting.

PUBLIC COMMENT

None.

DDA MEMBER COMMENTS:

Joyce Bartos stated this was a great meeting.

Matt Gunn passed out a flyer for a Mt. Morris Kiwanis Club golf outing. Stated it is for a good cause and to spread the word.

Shirley Corcoran passed out a flyer for the Mt. Morris Historical Society Euchre Tournament. She stated the tournament is at Doobies Pub and the proceeds are going towards renovations efforts for the library.

Mallory Young stated she had an idea about getting road banners to hang up for the food truck events, if we could figure out how to hang them correctly to not be ruined.

Rich Young stated he is working with DPW Superintendent Paul Zumbach on ways to secure the road banners and believes they have a solution. He stated that the only big problem to hang the road banners is that DPW does not have a bucket truck to hang them. He stated that he thinks using the fire department trucks would be the best bet to hang banners since DPW does not have a bucket truck.

Mallory Young stated she will bring information back to the next meeting on road banners.

Rich Young expressed concern on how downtown buildings are being used. He stated he has been looking into the zoning and would like to take his concerns to a City Council meeting.

Mike Cummings questioned the actual percentage of the food truck event DDA is getting back. Questioned if charging a flat rate instead of a percentage would be better for this year's events.

Rich Young agreed that it would be a good idea to go over the percentages and figure out a flat rate before this season of food trucks begins.

Lou Templeton requested the City Clerk Spencer Lewis bring the actual numbers that were brought in from last year on the next agenda. She also stated to spread the word about the golf and euchre outing because they are for good causes.

ADJOURNMENT:

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

April Niedecken, Deputy City Clerk



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](http://www.huntington.com/businessresources)

Huntington Public Funds Analyzed Checking

Account: -----2498

Statement Activity From: 03/01/23 to 03/31/23		Beginning Balance	\$38,934.12
		Credits (+)	193.46
		Electronic Deposits	193.46
Days in Statement Period 31		Ending Balance	\$39,127.58
Average Ledger Balance*	39,036.47		
Average Collected Balance*	39,036.47		
* The above balances correspond to the service charge cycle for this account.			

Other Credits (+)

Account:-----2498

Date	Amount	Description
03/07	74.64	BUS ONL TFR FRM CHECKING 030723 XXXXXXXX1399
03/21	118.82	BUS ONL TFR FRM CHECKING 032123 XXXXXXXX1399

Balance Activity

Account:-----2498

Date	Balance	Date	Balance	Date	Balance
02/28	38,934.12	03/07	39,008.76	03/21	39,127.58

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.

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. © 2023 Huntington Bancshares Incorporated.

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2023	MONTH 03/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BGDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY									
Revenues									
Dept 000									
248-000-402.000	CURRENT PROPERTY TAXES	14,800.00		14,270.46		182.93		529.54	96.42
248-000-445.000	CURRENT PROPERTY TAX PENALTY	100.00		10.53		10.53		89.47	10.53
248-000-672.000	OTHER REVENUE	0.00		4,736.80		0.00		(4,736.80)	100.00
Total Dept 000		14,900.00		19,017.79		193.46		(4,117.79)	127.64
TOTAL REVENUES		14,900.00		19,017.79		193.46		(4,117.79)	127.64
Expenditures									
Dept 103 - AUTHORITY BOARD									
248-103-701.000	SALARY & WAGES	6,000.00		3,678.27		0.00		2,321.73	61.30
248-103-714.000	FRINGE BENEFITS	2,500.00		1,373.60		0.00		1,126.40	54.94
248-103-740.000	OPERATING EXPENSE	4,000.00		4,396.14		0.00		(396.14)	109.90
248-103-880.000	COMMUNITY PROMOTIONS	1,500.00		1,075.00		0.00		425.00	71.67
248-103-940.000	RENTAL	1,200.00		1,276.28		0.00		(76.28)	106.36
248-103-970.000	CAPITAL OUTLAY	2,000.00		2,901.80		0.00		(901.80)	145.09
Total Dept 103 - AUTHORITY BOARD		17,200.00		14,701.09		0.00		2,498.91	85.47
TOTAL EXPENDITURES		17,200.00		14,701.09		0.00		2,498.91	85.47
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:									
TOTAL REVENUES		14,900.00		19,017.79		193.46		(4,117.79)	127.64
TOTAL EXPENDITURES		17,200.00		14,701.09		0.00		2,498.91	85.47
NET OF REVENUES & EXPENDITURES		(2,300.00)		4,316.70		193.46		(6,616.70)	187.68

CITY OF MT. MORRIS
 2023-2024 PROPOSED
 FISCAL YEAR BUDGET

248	FUND DOWNTOWN DEVELOPMENT AUTHORITY AUTHORITY BOARD	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 ACTUAL	FY 21-22 ACTUAL	FY 22-23 COUNCIL ADOPTED	FY 23-24 REQUESTED	FY 23-24 MANAGER RECOMMENDS	FY 23-24 COUNCIL ADOPTED
	CURRENT PROPERTY TAXES	14,205	14,471	15,665	14,400	14,800			
402	CURRENT PROPERTY TAX PENALTY	100	121	104	72	100			
445	INTEREST ON INVESTMENTS	1,175	-	-	3,380	-			
665	DDA BANNER DONATIONS	2,017	75	451	3,618	-			
672	OTHER REVENUES	-	-	-	-	-			
TOTAL		\$ 17,497	\$ 14,667	\$ 16,220	\$ 21,470	\$ 14,900	\$ -	\$ -	\$ -
	REVENUES OVER (UNDER) EXPENDITURES	\$ 176	\$ 9,756	\$ 9,627	\$ (9,146)	\$ (2,300)	\$ -	\$ -	\$ -
	FUND BALANCE BEGINNING OF YEAR	\$ 23,943	\$ 24,119	\$ 33,875	\$ 43,502	\$ 34,356	\$ 32,056	\$ 30,706	\$ 30,706
	APPROPRIATION FROM FUND BALANCE								
	FUND BALANCE END OF YEAR	\$ 24,119	\$ 33,875	\$ 43,502	\$ 34,356	\$ 32,056	\$ 32,056	\$ 30,706	\$ 30,706
248	FUND DOWNTOWN DEVELOPMENT AUTHORITY AUTHORITY BOARD								
103									
	SALARY & WAGES	3,282	1,849	3,441	4,744	6,000			
*701	FRINGE BENEFITS	1,249	689	1,298	1,644	2,500			
714	OPERATING EXPENSES	1,057	1,504	1,375	15,045	4,000			
740	PROFESSIONAL SERVICES	2,037	-	-	-	-			
801	COMMUNITY PROMOTIONS	1,373	500	479	1,500	1,500			
*880	RENTAL	1,423	369	-	2,060	1,200			
940	CAPITAL OUTLAY	6,900	-	-	5,623	2,000			
970	LAND ACQUISITION	-	-	-	-	-			
971		-	-	-	-	-			
TOTAL	EXPENDITURES - DDA	\$ 17,321	\$ 4,911	\$ 6,593	\$ 30,616	\$ 17,200	\$ -	\$ -	\$ -
701	IDPW								
880	FUND SPECIAL EVENTS								
801									
971									

Food Trucks 2022

\$567 MAY

JB's Delights - 35⁰⁰

567⁰⁰ - Total

\$690 JUNE

Smokin Aces - 185⁰⁰

Bastinellis - 105⁰⁰

JB's Delights - 35⁰⁰

Charlie and Co. Ice Cream - 70⁰⁰

Un-Poco-Loco - \$155⁰⁰

Fry Guy - \$140⁰⁰

\$765 JULY

Bastinellis - 110⁰⁰

JB's - ~~40~~⁴⁰⁰⁰

CRAZY ASIAN - 85⁰⁰

Un-Poco-Loco - 130⁰⁰

Charlie and Co Ice Cream - 55⁰⁰

Fry Guy - 125⁰⁰

Smokin Aces - 220⁰⁰

Houstonz Burger - 75⁰⁰

\$262 September

Bastinellis -

JB's - 45⁰⁰

Crazy Asian -

Charlie & Ice Cream -

Smokin Aces -

x Houstonz Burger - ~~75⁰⁰~~

Fengshui - \$66

Fry Guy - 15⁰⁰

\$708 August

Bastinellis - \$110

JB's - \$40

Crazy Asian - \$51

Un-Poco-Loco - \$85

Yusef Harold (ice cream) - \$35

Fry Guy - 150⁰⁰

Smokin Aces - 162⁰⁰

Houstonz Burger - 75⁰⁰

Houston \$150 (Aug+July)
Smoking Ace \$162 (Aug)
Fengshe \$66 (sept)
JB \$45 (sept)
Fry Guy \$300 (Aug/sept)

Still need to pay:

Busterellis - 120⁰⁰
Smoking \$235⁰⁰
Ice cream truck ??

1600
1000
1000
1000
1000
1000
1000
1000
1000
1000