

CITY OF MT. MORRIS
Downtown Development Authority Meeting
May 17th, 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 April 19th, 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. None.
11. **PUBLIC COMMENT**
12. **DDA MEMBER COMMENTS**
13. **ADJOURNMENT**

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

A motion was made by Joyce Bartos, seconded by Rich Young to pay Heather VanFleet from the Genesee District Library – Mt. Morris Branch, not more than \$200 for Hometown Hero booklets.

Roll call: 9 Ayes 0 Nays 1 Absent
(Cummings)

Motion Carried.

c. 2023 Food Truck Events

Matt Gunn stated for May, he has 5 or 6 food trucks lined up. He does have others inquiring about participating in future events as well.

The food truck event for June 1st will be moved back one day until Friday, June 2nd, due to graduation being that day for Mt. Morris High School.

The fees for the food truck will be set at \$100.00 per truck, and \$50.00 for desserts/beverages.

A motion was made by Matt Gunn, seconded by Lou Templeton to have the food trucks pay fees of \$100 and dessert/beverage tables/trucks pay \$50 at city hall 10-days prior to food truck event.

Roll call: 9 Ayes 0 Nays 1 Absent
(Cummings)

Motion Carried.

Mayor Sara Dubey stated that we tentatively have 14/15 vendors for the May food truck event. We will do \$20 per vendor spot/table, and \$50 for anything food/dessert related.

Rich Young stated it was still a great idea to have DDA t-shirts made for the food truck event, so if people have questions or comments, they will be able to realize who they can direct their comments or questions to.

A motion was made by Rich Young, seconded by Joyce Bartos to spend not more than \$400 for t-shirts to be made for DDA members for food truck events.

Roll call: 9 Ayes 0 Nays 1 Absent
(Cummings)

Motion Carried.

Mallory Young questioned if we wanted to get a banner for across the road for the food truck events?

The consensus from the DDA members was that yes, it would help with getting the word out and getting people to come to the events.

A motion was made by Joyce Bartos, and seconded by Rich Young to purchase 2 road banners from Zodiac Enterprises for food truck events, to not exceed \$2500.00.

Roll call: 9 Ayes 0 Nays 1 Absent
(Cummings)

Motion Carried.

NEW BUSINESS:

a. 2023/2024 Budget

Lou Templeton stated she would like to see a separate line item for the food truck events themselves, just to be able to track the money itself a little easier.

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A motion was made was made Chris Dixon, seconded by Rich Young to approve the same budgeted amounts for the FY 2023/2024 budget that were used the previous budget year (FY 2022/2023), and to add a line item for food truck events.

Roll call: 9 Ayes 0 Nays 1 Absent
(Cummings)

Motion Carried.

b. 2022 Food Truck numbers

Lou Templeton stated she wasn't sure why this was on the agenda.

City Clerk Spencer Lewis stated that the reason it was added was because at the last meeting, Lou had mentioned that she wanted it added to review the numbers.

PUBLIC COMMENT

None.

DDA MEMBER COMMENTS:

Chris Dixon questioned if we were looking at any other entertainment to add for the events?

Matt Gunn stated last year that the City Fire Department brought up a bounce house for the kids, maybe we can check into that. Also, the Kiwanis golf outing is coming up soon in May!

Mallory Young stated we should see if we can get the local new channels to come out and do a story for one of the early food truck events to get the news out more.

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

Huntington Public Funds Analyzed Checking

Account: -----2498

Statement Activity From:		Beginning Balance	\$39,127.58
04/01/23 to 04/30/23		Credits (+)	1,335.00
		Regular Deposits	1,335.00
Days in Statement Period	30	Ending Balance	\$40,462.58
Average Ledger Balance*	39,437.58		
Average Collected Balance*	39,415.58		

* The above balances correspond to the service charge cycle for this account.

Deposits (+)

Account:-----2498

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
04/06	120.00		Brch/ATM	04/26	740.00		Brch/ATM
04/13	25.00		Brch/ATM	04/26	290.00		Brch/ATM
04/24	20.00		Brch/ATM	04/27	140.00		Brch/ATM

Balance Activity

Account:-----2498

Date	Balance	Date	Balance	Date	Balance
03/31	39,127.58	04/13	39,272.58	04/26	40,322.58
04/06	39,247.58	04/24	39,292.58	04/27	40,462.58

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User: VICKI
 DB: Mt Morris
 PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 04/30/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2023 INCREASE (DECREASE)	AVAILABLE	
					BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000						
248-000-402.000	CURRENT PROPERTY TAXES	14,800.00	14,270.46	0.00	529.54	96.42
248-000-445.000	CURRENT PROPERTY TAX PENALTY	100.00	10.53	0.00	89.47	10.53
248-000-672.000	OTHER REVENUE	0.00	5,331.80	595.00	(5,331.80)	100.00
248-000-675.000	DDA BANNER DONATIONS	0.00	840.00	840.00	(840.00)	100.00
Total Dept 000		14,900.00	20,452.79	1,435.00	(5,552.79)	137.27
TOTAL REVENUES						
		14,900.00	20,452.79	1,435.00	(5,552.79)	137.27
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	20,452.79	1,435.00	(5,552.79)	137.27
TOTAL EXPENDITURES		17,200.00	14,701.09	0.00	2,498.91	85.47
NET OF REVENUES & EXPENDITURES		(2,300.00)	5,751.70	1,435.00	(8,051.70)	250.07



Mt. Morris "Mountain City" Food Truck Event Donation/Sponsor Form

First Name _____

Last Name _____

Business Name _____

Address _____

City/State/Zip _____

Home Phone _____ Cell Phone _____

Email _____

Enclosed is my donation /
sponsorship of _____ \$ _____

I would like my donation/sponsorship to be used toward the Mt. Morris
"Mountain City" Food Truck Event

Please make checks, corporate matches, and other donations payable to:

City of Mt. Morris (DDA/Food truck in memo section)

Please keep my donation confidential

Signature : _____

Date: _____