

**CITY OF MT. MORRIS**  
**Downtown Development Authority Meeting**  
**December 17<sup>th</sup>, 2025**  
**1:30 P.M.**

- 1. MEETING CALLED TO ORDER:** Chairperson, Lou Templeton
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES:** Regular meeting minutes from November 19<sup>th</sup>, 2025.
- 5. COMMUNICATION:**  
None.
- 6. APPROVAL OF TREASURER REPORT**
- 7. PUBLIC COMMENT**
- 8. UNFINISHED BUSINESS:**
  - a. 2026 U.S. celebration of 250 years – meeting Jan. 9<sup>th</sup>, 2026 at 6 p.m.**
- 9. NEW BUSINESS:**
  - a. Christmas trees in the cemetery**
  - b. Fee Schedule for downtown sign**
  - c. 2026 meeting dates**
- 10. PUBLIC COMMENT**
- 11. DDA MEMBER COMMENTS**
- 12. ADJOURNMENT**

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

**CITY OF MT. MORRIS  
DOWNTOWN DEVELOPMENT AUTHORITY  
Meeting Minutes  
November 19<sup>th</sup>, 2025**

**At 1:30 p.m.** Chairperson Lou Templeton called the meeting to order.

**PRESENT:** Shirley Corcoran, Rich Young, Lou Templeton, Erika Ratkov, Mike Cummings, and Mayor Sara Dubey.

**ABSENT:** Mallory Young, Joyce Bartos, Mike Cummings, and Matt Gunn.

**OTHERS:** City Manager/Clerk Spencer Lewis.

**ROLL CALL:**

A motion was made by Lou Templeton, and seconded by Rich Young to approve the absent members listed above.

Chairperson Lou Templeton stated that Joyce Bartos will be on medical leave until further notice.

All ayes.

Motion carried.

**AGENDA:**

A motion was made by Rich Young, seconded by Mayor Sara Dubey to approve the agenda.

All ayes.

Motion carried.

**MINUTES:**

A motion was made by Rich Young, seconded by Mayor Sara Dubey to approve the regular meeting minutes for October 15<sup>th</sup>, 2025.

All Ayes.

Motion carried.

**COMMUNICATIONS:**

None.

**APPROVAL OF TREASURER REPORT:**

A motion was made by Rich Young, seconded by Mayor Sara Dubey to approve the Treasurers report.

Roll call:                  6   Ayes                         0   Nays                  4   Absent.  
   (Bartos)  
   (M. Young)  
   (Gunn)  
   (Dixon)

Motion Carried.

## PUBLIC COMMENT

None.

## UNFINISHED BUSINESS:

**a. 2026 U.S. celebration of 250 years**

Lou Templeton stated that the January meeting for the Friends of the Library, Kiwanis Club, Historical Society, and D.D.A. will be January 9<sup>th</sup>, 2026, in the Community Room at the Mt. Morris Library at 6 p.m.

**NEW BUSINESS:**

**a. Monster Mash – October 25<sup>th</sup> (recap)**

Chris Dixon was absent from the meeting today, but Shirley Corcoran stated that the event had a good turnout, and seemed like everyone had a great time. Lots of candy was given away, and the bounce house from the fire department went well.

**b. Wreath Decorating Contest 2025**

Lou Templeton stated that wreath decorating contest last year was a flop with only 7 business's participating. She suggested that we take a year off from the contest, and possibly investigate more inclusive ideas next year. Consensus from the D.D.A. board is that we will take a year off from the contest, and let businesses decorate their own wreaths and/or storefronts this year.

**PUBLIC COMMENT**

**Wayne Walter, 12338 Parklane** – Wayne suggested that the DDA possibly reach out to Carrie from Castle Mercantile for a new DDA member, or the gentleman from Jiffy Lube. He also asked what the setup time was for the Holiday Night?

**DDA MEMBER COMMENTS:**

Shirley Corcoran reiterated that the Holiday Fun Night will be on December 6<sup>th</sup>, from 6pm – 8pm. We need to get the Christmas trees planted in the cemetery for the future. She spoke upon some of the plans for the Holiday Night downtown with the fire department helping with roasting of smores along with Santa being located by the berm this year and not over by CRU Paintball.

Rich Young stated that he was looking into some engagement projects for the DDA. He stated that some municipalities host their meetings a couple of times a year at their high school, notably the senior government class. He would like to see us possibly do something for the graduating class of the high school as well. Rich also mentioned that if a spot opens on the DDA board, maybe Bradley LaBrie would be a good candidate with the work he has been doing here within the city.

Mike Cummings spoke about sponsoring a couple of kids from the Mt. Morris Band trip to Washington D.C. next year.

Lou Templeton welcomed Mike Cummings back, and touched on the fact that Matt Gunn might be resigning from the DDA board.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at **2:13 p.m.**

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CITY OF MT MORRIS  
11649 N SAGINAW ST  
MOUNT MORRIS MI 48458-2079

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### Huntington Public Funds Analyzed Checking

Account: -----2498

<b>Statement Activity From:</b> 11/01/25 to 11/30/25		<b>Beginning Balance</b>	<b>\$71,771.86</b>
		<b>Credits (+)</b>	<b>234.25</b>
		Electronic Deposits	234.25
Days in Statement Period	30	<b>Debits (-)</b>	<b>6,608.88</b>
		Electronic Withdrawals	6,608.88
Average Ledger Balance*	69,467.59	<b>Ending Balance</b>	<b>\$65,397.23</b>
Average Collected Balance*	69,467.59		

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

### Other Credits (+)

Account:-----2498

Date	Amount	Description
11/04	144.80	BUS ONL TFR FRM CHECKING 110425 XXXXXX1399
11/20	89.45	BUS ONL TFR FRM CHECKING 112025 XXXXXX1399

### Other Debits (-)

Account:-----2498

Date	Amount	Description
11/03	77.88	BUS ONL TFR TO CHECKING 110325 XXXXXX6790
11/20	6,531.00	BUS ONL TFR TO CHECKING 112025 XXXXXX6787

### Balance Activity

Account:-----2498

Date	Balance	Date	Balance	Date	Balance
10/31	71,771.86	11/04	71,838.78		
11/03	71,693.98	11/20	65,397.23		

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GGL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025		ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDGT USED
			NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY								
Revenues								
Dept 000								
2248-000-402.000	CURRENT PROPERTY TAXES	17,000.00	17,544.96		220.50	(544.96)	103.21	
2248-000-445.000	CURRENT PROPERTY TAX PENALTY	100.00	41.13		13.75	58.87	41.13	
2248-000-672.000	OTHER REVENUE	0.00	1,000.00		0.00	(1,000.00)	100.00	
2248-000-675.100	FOOD TRUCK REVENUE	3,000.00	1,910.00		0.00	1,090.00	63.67	
Total Dept 000		20,100.00	20,496.09		234.25	(396.09)	101.97	
TOTAL REVENUES		20,100.00	20,496.09		234.25	(396.09)	101.97	
Expenditures								
Dept 103 - AUTHORITY BOARD								
2248-103-701.000	SALARY & WAGES	6,240.00	762.92		59.96	5,477.08	12.23	
2248-103-714.000	FRINGE BENEFITS	2,500.00	321.79		17.92	2,178.21	12.87	
2248-103-740.000	OPERATING EXPENSE	6,000.00	21,320.00		6,531.00	(15,320.00)	355.33	
2248-103-880.000	COMMUNITY PROMOTIONS	1,500.00	325.00		0.00	1,175.00	21.67	
2248-103-940.000	RENTAL	1,200.00	108.25		0.00	1,091.75	9.02	
2248-103-970.000	CAPITAL OUTLAY	2,000.00	0.00		0.00	2,000.00	0.00	
2248-103-971.000	LAND ACQUISITION	10,000.00	0.00		0.00	10,000.00	0.00	
Total Dept 103 - AUTHORITY BOARD		29,440.00	22,837.96		6,608.88	6,602.04	77.57	
TOTAL EXPENDITURES		29,440.00	22,837.96		6,608.88	6,602.04	77.57	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:								
TOTAL REVENUES		20,100.00	20,496.09		234.25	(396.09)	101.97	
TOTAL EXPENDITURES		29,440.00	22,837.96		6,608.88	6,602.04	77.57	
NET OF REVENUES & EXPENDITURES		(9,340.00)	(2,341.87)		(6,374.63)	(6,998.13)	25.07	

# **APPLICATION FOR THE CITY OF MT MORRIS MESSAGE BOARD**

(Located at the corner of Mt. Morris and Saginaw Street)

Organization: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Message Sign application must be submitted 7 days before time requested. Please attach the required fee. (Make checks payable to City of Mt. Morris – DDA)**

**Start Date:** \_\_\_\_\_ **Ending Date:** \_\_\_\_\_

Please print clearly!

One letter/character per block. Do not split words from one line to the next. Include event, location, date and time. A phone contact number and/or email contact is required. Your message will appear on the sign as it does here. Two screens up to 2 lines each, with a max of sixteen characters per line, to be displayed up to seven days.



## **Fees & Time Limits**

### **Non-Profit Organizations:**

\$25 for 7 days.

### **Private party congratulatory messages:**

\$10/day or 5 days for \$25

### **Commercial ads:**

\$10/day or 7days for \$50.

*Your signature below indicates that you and your organization agree to the rules, fees and terms and conditions.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Payment: \$ \_\_\_\_\_ Check [ ] Check # \_\_\_\_\_ Cash [ ]

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

**WHEREAS:** Public Act No. 267 of 1976, Michigan's Open Meeting Act, requires that within ten (10) days of the first meeting of a public body in each calendar year the body must publicly post a list stating the dates, times and places of all its regular meetings.

**NOW THEREFORE BE IT RESOLVED:**

That the Downtown Development Authority of the City of Mt. Morris will meet for regularly scheduled meetings on the third (3<sup>rd</sup>) Wednesday of each Month at 1:30 p.m. in the City Council Chambers, 11649 N. Saginaw Street, Mt. Morris, unless that Day conflicts with a holiday.

Specifically, the meeting dates for 2026 shall be:

January	21
February	18
March	18
April	15
May	20
June	17
July	15
August	19
September	16
October	21
November	18*
December	16*

\*Downtown Development Authority will meet only if needed.

Moved by DDA member \_\_\_\_\_, seconded by DDA member \_\_\_\_\_, and thereafter adopted by the Downtown Development Authority of the City of Mt. Morris at a regular meeting held Wednesday, December 17, 2025, at 1:30 p.m.

\_\_\_\_\_ Yea

\_\_\_\_\_ Nay

\_\_\_\_\_ Absent

\_\_\_\_\_  
Chairperson, Lou Templeton

\_\_\_\_\_  
Spencer Lewis, City Clerk