

CITY OF MT. MORRIS
Downtown Development Authority Meeting
September 17th, 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 August 20th, 2025.
- 5. COMMUNICATION:**
None.
- 6. APPROVAL OF TREASURER REPORT**
- 7. PUBLIC COMMENT**
- 8. UNFINISHED BUSINESS:**
 - a. 2026 U.S. celebration of 250 years**
- 9. NEW BUSINESS:**
 - a. Harvest festival discussion/ideas – October 25th**
- 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
August 20th, 2025**

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

PRESENT: Shirley Corcoran, Mayor Sara Dubey, Chris Dixon, Erika Ratkov, Joyce Bartos, Mallory Young, and Lou Templeton.

ABSENT: Rich Young, Mike Cummings, and Matt Gunn.

OTHERS: DPW Superintendent Paul Zumbach and City Manager/Clerk Spencer Lewis.

ROLL CALL:

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

All ayes.

Motion carried.

AGENDA:

A motion was made by Chris Dixon, seconded by Joyce Bartos to approve the agenda.

All ayes.

Motion carried.

MINUTES:

A motion was made by Chris Dixon, seconded by Shirley Corcoran to approve the regular meeting minutes for July 16th, 2025.

All Ayes.

Motion carried.

COMMUNICATIONS:

None.

APPROVAL OF TREASURER REPORT:

A motion was made by Joyce Bartos, seconded by Chris Dixon to approve the Treasurers report.

Roll call: 7 Ayes 0 Nays 3 Absent
 (R. Young)
 (Cummings)
 (Gunn)

Motion Carried.

PUBLIC COMMENT

None.

UNFINISHED BUSINESS:

a. 2025 Food Trucks - Recap

Chairperson Lou Templeton stated that she was going to contact the school district and see if they were interested in including some no smoking signs with the other posted signage at the park.

A brief inventory of the supplies were taken; Chris Dixon has the big food truck sign, and the trash cans, Mayor Sara Dubey has the business/yard signs.

b. 2026 U.S. celebration of 250 years

Lou Templeton stated that we need to form a committee between the DDA, Kiwanis Club, and the Historical Society to get some of these items ironed out, specifically when/where we are going to hold the celebration.

DDA members decided that we will bring this back next month, hopefully after discussing ideas and possibilities with the Kiwanis Club, with ideas that will possibly work for the celebration.

NEW BUSINESS:

a. Downtown digital sign

Representatives from the three companies where the quotes were obtained from were present at the meeting (Signs by Crannie, Bill Carr Signs, and Fast Signs).

DDA members questioned the companies on issues/specifications such as the foundation of the current sign, the ability to use the same sign cabinet that is currently in use, warranty of parts/labor, expectations of longevity, and turnaround times.

Chris Dixon stated that James (manager from Bill Carr signs) said they would do 5-year part warranty, along with 5-year labor warranty.

A motion was made by Lou Templeton, and seconded by Mayor Sara Dubey to approve the quote from Bill Carr Signs, for the Thinksign 10mm and new cabinet, for \$18,660.00.

Chris Dixon stated that since his son works for Bill Carr Signs, he feels the need to abstain from voting on the motion. All DDA members present agreed upon this as well.

Roll call:

_____6____	Ayes	_____0____	Nays	_____3____	Absent (R. Young) (Cummings) (Gunn)	_____1____	Abstain (Dixon)
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Motion Carried.

b. Harvest festival discussion / ideas

Lou Templeton stated the Harvest Festival/Monster Mash will be on the same date of the high school haunted halls event, should be on October 25th, the Saturday before Halloween.

Chris Dixon stated that he had been in contact with Cone-Apétite and they will be available for food & desert cones. He wanted to check with the fire department to see if they would come down, along with their bounce house for the kids. He would love to keep the event kid focused.

A motion was made by Joyce Bartos and seconded by Shirley Corcoran to approve up to \$300.00 for Vic's Party Rental for portable bathrooms and possibly a hand-washing station for the Monster Mash event on October 25th, 2025.

[illegible]

Motion Carried.

PUBLIC COMMENT

None.

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DDA MEMBER COMMENTS:

Mallory Young stated that previously we had looked at different ideas for beautifying the city and the landscaping downtown, and we should look back into that.

ADJOURNMENT:

There being no further business, the meeting was adjourned at **2:34 p.m.**

Spencer Lewis, City Clerk

THE HUNTINGTON NATIONAL BANK
PO BOX 1558 EA1W37
COLUMBUS OH 43216-1558



CITY OF MT MORRIS
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MT MORRIS MI 48458-2020

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Huntington Public Funds Analyzed Checking

Account: -----2498

Statement Activity From:
08/01/25 to 08/31/25

Days in Statement Period 31

Average Ledger Balance* 69,318.86
Average Collected Balance* 69,301.11

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

Beginning Balance	\$68,826.71
Credits (+)	2,494.59
Regular Deposits	790.00
Electronic Deposits	1,704.59
Debits (-)	2,602.51
Electronic Withdrawals	2,602.51
Ending Balance	\$68,718.79

Deposits (+)

Account:-----2498

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
08/05	150.00		Brch/ATM	08/12	90.00		Brch/ATM
08/05	50.00		Brch/ATM	08/14	500.00		Brch/ATM

Other Credits (+)

Account:-----2498


Date	Amount	Description
08/04	1,167.10	BUS ONL TFR FRM CHECKING 080425 XXXXXXXX1399
08/20	537.49	BUS ONL TFR FRM CHECKING 082025 XXXXXXXX1399

Other Debits (-)

Account:-----2498

Date	Amount	Description
08/07	790.00	BUS ONL TFR TO CHECKING 080725 XXXXXXXX6787
08/19	515.58	BUS ONL TFR TO CHECKING 081925 XXXXXXXX6790
08/20	16.19	BUS ONL TFR TO CHECKING 082025 XXXXXXXX1386
08/21	1,115.00	BUS ONL TFR TO CHECKING 082125 XXXXXXXX6787
08/25	165.74	BUS ONL TFR TO CHECKING 082525 XXXXXXXX6790

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**Balance Activity****Account:-----2498**

Date	Balance	Date	Balance	Date	Balance
07/31	68,826.71	08/12	69,493.81	08/21	68,884.53
08/04	69,993.81	08/14	69,993.81	08/25	68,718.79
08/05	70,193.81	08/19	69,478.23		
08/07	69,403.81	08/20	69,999.53		

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.

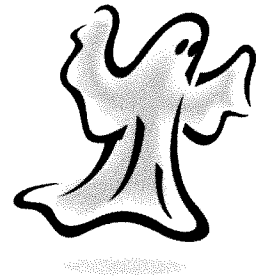
1. Tell us your name, your business's name (if appropriate) and the Huntington account number (if any).
2. Describe the error or the transaction you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
3. Tell us the dollar amount of the suspected error. We will investigate your complaint or question and will correct any error promptly.

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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.

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE		ACTIVITY FOR	AVAILABLE		% BDGT
		AMENDED BUDGET	NORMAL	08/31/2025	(ABNORMAL)	MONTH 08/31/2025	INCREASE (DECREASE)	BALANCE	
									USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY									
Revenues									
Dept 000									
248-000-402.000	CURRENT PROPERTY TAXES	17,000.00		2,350.19		1,704.59		14,649.81	13.82
248-000-445.000	CURRENT PROPERTY TAX PENALTY	100.00		0.00		0.00		100.00	0.00
248-000-675.100	FOOD TRUCK REVENUE	3,000.00		1,910.00		640.00		1,090.00	63.67
Total Dept 000		20,100.00		4,260.19		2,344.59		15,839.81	21.19
TOTAL REVENUES		20,100.00		4,260.19		2,344.59		15,839.81	21.19
Expenditures									
Dept 103 - AUTHORITY BOARD									
248-103-701.000	SALARY & WAGES	6,240.00		561.62		460.50		5,678.38	9.00
248-103-714.000	FRINGE BENEFITS	2,500.00		261.17		220.82		2,238.83	10.45
248-103-740.000	OPERATING EXPENSE	6,000.00		2,580.00		2,080.00		3,420.00	43.00
248-103-880.000	COMMUNITY PROMOTIONS	1,500.00		325.00		325.00		1,175.00	21.67
248-103-940.000	RENTAL	1,200.00		16.19		16.19		1,183.81	1.35
248-103-970.000	CAPITAL OUTLAY	2,000.00		0.00		0.00		2,000.00	0.00
248-103-971.000	LAND ACQUISITION	10,000.00		0.00		0.00		10,000.00	0.00
Total Dept 103 - AUTHORITY BOARD		29,440.00		3,743.98		3,102.51		25,696.02	12.72
TOTAL EXPENDITURES		29,440.00		3,743.98		3,102.51		25,696.02	12.72
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:									
TOTAL REVENUES		20,100.00		4,260.19		2,344.59		15,839.81	21.19
TOTAL EXPENDITURES		29,440.00		3,743.98		3,102.51		25,696.02	12.72
NET OF REVENUES & EXPENDITURES		(9,340.00)		516.21		(757.92)		(9,856.21)	5.53

E.A.J.'s Annual Haunted Halls Trick or Treat!



Saturday, October 25th

5:00 - 6:30 PM

\$3.00 per person

**The class of 2026 invites you to our annual
Haunted Halls Trick-or Treat Event!**

***All proceeds go to the Class of 2026 for
Senior Send Off***

