118 Orchard Street
Morenci, MI 49256
(517) 458-6828

DOWNTOWN DEVELOPMENT AUTHORITY
MEETING AGENDA
TUESDAY, NOVEMBER 25, 2025
4:00 PM

ROLL CALL

APPROVAL OR AMENDMENT TO AGENDA

PUBLIC COMMENT ON AGENDA ITEMS

PAST MEETING MINUTES

CONSENT AGENDA

1. Financial Report
2. Director's Report

AGENDA ITEMS

1. Small Business Saturday
2. Committee Updates: Placemaking, Events, Façade Grant
3. Budget Amendment
4. DNR Grant Update
5. 2025 Meeting Calendar
6. Anything for the Good of the Order?

PUBLIC COMMENT

ADJOURNMENT

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Regular Meeting of the
City of Morenci Downtown Development Authority

October 28, 2025

Call to Order

Chairman Chelsea Craig opened the meeting at 4:00 p.m.

Roll Call

The following DDA Members were present: Brad Frederick, Jeff Bell, Mary Margaret Gallup, Chelsea Craig, Ken Fether, Theresa Chang, and Tracy Schell.

Tony Muzzi and Matt Garrow were absent.

Approval or Amendment to Agenda

A motion was made by Frederick, seconded by Chang, to approve the agenda as presented.

All ayes, motion carried.

Public Comment on Agenda Items

None

Past Meeting Minutes

A motion was made by Bell, seconded by Chang, to approve the meeting minutes from the Regular Meeting on August 26, 2025.

All ayes, motion carried.

Consent Agenda

A motion was made by Frederick, seconded by Gallup, to approve the Consent Agenda as presented.

All ayes, motion carried.

Agenda Items

1. Fall Fest Recap
    a. Review of financial report
    b. Summary of debrief meetings
    c. Open discussion
2. Summer Event Series Update
    a. Events Committee has scheduled next year's summer concerts to take place on the second Fridays of June-August
3. Stage Committee
    a. Brad Frederick volunteered himself and Matt Garrow of Events Committee to chair
4. Small Business Saturday
    a. Reviewed and distributed flyers
5. Goal Check-in
    a. Brad Frederick and Jeff Bell to research sign advertising on west-end of town
    b. Heather meeting with USDA contact for downtown streetscape project (including string lighting, benches, murals, crosswalks, etc.)
    c. Chelsea has been in contact with Ted Hutchison about lighting mural and follow-up meeting with Jeff Bell
    d. Master Plan update is part of Redevelopment Ready Community designation. Distributed postcards to raise awareness and gain responses on the community survey.
    e. Events Committee initiated new Facebook page specific to Downtown Morenci to increase awareness and promote positive culture.
6. Anything for the Good of the Order
    a. Tracy Schell gave update on Kiwanis tree decorations and advised larger budget next year
    b. Placemaking meeting to be scheduled within next two weeks

Public Comment

No public comment.

Adjournment

A motion was made to adjourn the meeting by Schell, second by Gallup. All ayes, motion carried. The meeting was adjourned at 4:33 p.m.

_____	_____
Chelsea Craig, Chairman	Heather Sarnac, Executive Director

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City of Morenci Downtown Development Authority
2025/2026 Goals | Mid-year progress

1-year

- **Improved Advertising – Priority #1** (Brad Frederick)
  - Sign on west entrance of City limits
    - ***Progress:*** *Brad and Jeff researching ownership of current sign*
  - Check presentations to façade grant recipients
  - Increase DDA awareness and promote positive culture
    - ***Progress:*** *Events Committee initiated creation of new Facebook page specific to Downtown Morenci*
- **Lighting Mural – Priority #2** (Jeff Bell)
    - ***Progress:*** *Chelsea has been in contact with Ted Hutchison about lighting mural and follow-up meeting with Jeff Bell*
- **Add crosswalks – Priority #3** (Jeff Bell)
- **Downtown trees**
    - ***Progress:*** *MDNR Grant received for planting*
- **Install hitching post and watering hole for horses**

3-year

- **Install new poles for temporary banner across Main Street – Priority #1**
- **Downtown Commons Development – Priority #2** (Matt Garrow)
  - Plant golf turf-grade grass at Downtown Commons
  - Add irrigation to Downtown Commons lawn
- **String lights across Main St. – Priority #3**
  - USDA grant identified for streetscape. Need technical design assistance for scope and budgeting. Will need to take place after tree planting.
    - ***Progress:*** *Heather meeting with Office of Rural Prosperity about USDA grant*
- **Redevelopment Ready Communities Essentials Certification**
    - ***Progress:*** *Master Plan grant received to align with RRC Best Practices 1.1. Master Plan update is currently in process.*
- **Explore Parking Day**
- **Pet-friendly opportunities**

- **Bike-friendly events**
    - Add bike lane

5-year

- **Replace light poles**
- **Successful pop-up installations to become permanent**

2025/2026 Completed Goals

- **Update landscaping material in downtown parking areas**
- **Regularly scheduled business hosted events**

2024/2025 Completed Goals

- **Weed control in landscaped areas + sidewalks**
- **Continue Façade Grant Program**
    - Recent grants awarded to Janie's Salon, Morenci Hatchery 2.0, and North Street Pub.
- **Explore ideas for pop-up installations/experiences**
    - North Street lot donated to City
    - Placemaking Committee created Downtown Commons
- **Identify opportunities for murals**
    - Deli wall considered. USDA grant identified for full streetscape project.
- **Reusable canopy structure/band shell for outdoor performances**
    - Purchased June 2025
- **Expand Social District boundaries + hours**

2023/2024 Completed Goals

- **Dedicated DPW worker assigned to DDA district**
- **Downtown esthetics + beautification**
    - Light poles painted black
- **Downtown Trees – Explore grants**
    - MDNR Community Urban Forestry grant applied and awarded
- **Murals**
    - Welcome to Morenci mural painted at the Village Inn Restaurant

PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	BEG. BALANCE 07/01/2025 NORMAL (ABNORMAL)	2025-26 AMENDED BUDGET	END BALANCE 11/30/2025 NORMAL (ABNORMAL)
Fund 248 - DDA				
Assets				
248-000-00100.001	CASH CONSOLIDATED SAVINGS	105,071.92		101,571.34
248-000-04000.000	TAXES RECEIVABLE	0.00		0.00
TOTAL ASSETS		105,071.92		101,571.34
Liabilities				
248-000-20200.000	ACCOUNTS PAYABLE	325.00		325.00
248-000-21403.101	DUE TO/FROM GENERAL	0.00		0.00
TOTAL LIABILITIES		325.00		325.00
Fund Equity				
248-000-39000.000	FUND BALANCE	78,712.36		78,712.36
TOTAL FUND EQUITY		78,712.36		78,712.36
Revenues				
248-000-40000.000	FUNDS FORWARD		0.00	0.00
248-000-40200.000	CURRENT REAL PROP TAXES		21,986.10	6,740.65
248-000-50100.000	FEDERAL GRANTS		0.00	0.00
248-000-51000.000	EVENT REVENUE		12,000.00	4,230.00
248-000-60700.000	FEES		0.00	0.00
248-000-66500.000	INTEREST		2,500.00	602.88
248-000-67000.000	MISC REVENUES		0.00	0.00
TOTAL REVENUES			36,486.10	11,573.53
Expenditures				
248-728-70200.000	SALARIES & WAGES		0.00	0.00
248-728-71500.000	SOCIAL SECURITY		0.00	0.00
248-728-71700.000	UNEMPLOYMENT INS		0.00	0.00
248-728-72700.000	OFFICE SUPPLIES		0.00	0.00
248-728-72800.000	OPERATING SUPPLIES		0.00	0.00
248-728-72900.000	MAINTENANCE SUPPLIES		0.00	0.00
248-728-77500.000	REPAIRS		0.00	0.00
248-728-80000.000	CONTINGENCY		0.00	0.00
248-728-80130.000	PROFESSIONAL SERVICES		445.00	0.00
248-728-80300.000	TRANSFER TO CITY-ICE GRANT		0.00	0.00
248-728-89018.000	SEMINAR/TRAINING		500.00	0.00
248-728-89900.000	EVENT EXPENSES		10,000.00	10,618.93
248-728-90000.000	PRINTING & PUBLISHING		3,000.00	2,790.57
248-728-91000.000	HOSP & LIFE INS		0.00	0.00
248-728-91200.000	PENSION		0.00	0.00
248-728-95500.000	MISCELLANEOUS		0.00	0.00
248-728-96610.000	PLACE MAKING		500.00	54.61
248-728-96900.000	FACADE GRANTS		15,000.00	1,610.00
248-728-97000.000	CAPITAL OUTLAY		0.00	0.00
248-728-99960.000	COMMITMENT TO GENFUND FOR FACADE INSTAL		0.00	0.00
TOTAL EXPENDITURES			29,445.00	15,074.11

REVENUE AND EXPENDITURE REPORT FOR CITY OF MORENCI
PERIOD ENDING 11/30/2025
% Fiscal Year Completed: 41.92

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DDA						
Revenues						
Dept 000						
248-000-40000.000	FUNDS FORWARD	0.00	0.00	0.00	0.00	0.00
248-000-40200.000	CURRENT REAL PROP TAXES	21,986.10	6,740.65	0.00	15,245.45	30.66
248-000-50100.000	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
248-000-51000.000	EVENT REVENUE	12,000.00	4,230.00	500.00	7,770.00	35.25
248-000-60700.000	FEES	0.00	0.00	0.00	0.00	0.00
248-000-66500.000	INTEREST	2,500.00	602.88	0.00	1,897.12	24.12
248-000-67000.000	MISC REVENUES	0.00	0.00	0.00	0.00	0.00
Total Dept 000		36,486.10	11,573.53	500.00	24,912.57	31.72
TOTAL REVENUES		36,486.10	11,573.53	500.00	24,912.57	31.72
Expenditures						
Dept 728 - DDA EXPENSES						
248-728-70200.000	SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
248-728-71500.000	SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
248-728-71700.000	UNEMPLOYMENT INS	0.00	0.00	0.00	0.00	0.00
248-728-72700.000	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
248-728-72800.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
248-728-72900.000	MAINTENANCE SUPPLIES	0.00	0.00	0.00	0.00	0.00
248-728-77500.000	REPAIRS	0.00	0.00	0.00	0.00	0.00
248-728-80000.000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
248-728-80130.000	PROFESSIONAL SERVICES	445.00	0.00	0.00	445.00	0.00
248-728-80300.000	TRANSFER TO CITY-ICE GRANT	0.00	0.00	0.00	0.00	0.00
248-728-89018.000	SEMINAR/TRAINING	500.00	0.00	0.00	500.00	0.00
248-728-89900.000	EVENT EXPENSES	10,000.00	10,618.93	0.00	(618.93)	106.19
248-728-90000.000	PRINTING & PUBLISHING	3,000.00	2,790.57	650.58	209.43	93.02
248-728-91000.000	HOSP & LIFE INS	0.00	0.00	0.00	0.00	0.00
248-728-91200.000	PENSION	0.00	0.00	0.00	0.00	0.00
248-728-95500.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
248-728-96610.000	PLACE MAKING	500.00	54.61	0.00	445.39	10.92
248-728-96900.000	FACADE GRANTS	15,000.00	1,610.00	0.00	13,390.00	10.73
248-728-97000.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
248-728-99960.000	COMMITMENT TO GENFUND FOR FACADE INSTAL	0.00	0.00	0.00	0.00	0.00
Total Dept 728 - DDA EXPENSES		29,445.00	15,074.11	650.58	14,370.89	51.19
TOTAL EXPENDITURES		29,445.00	15,074.11	650.58	14,370.89	51.19
Fund 248 - DDA:						
TOTAL REVENUES		36,486.10	11,573.53	500.00	24,912.57	31.72
TOTAL EXPENDITURES		29,445.00	15,074.11	650.58	14,370.89	51.19
NET OF REVENUES & EXPENDITURES		7,041.10	(3,500.58)	(150.58)	10,541.68	49.72

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Prepared For	Staff Contact
Downtown Development Authority	Heather Sarnac
Date Submitted	**Department**
November 20, 2025	Community & Economic Development

Subject

DDA Director's Report

Update

- Visited Morenci Medical Associates on October 27 with Façade Grant application and contractor list.
- Attended MDARD Rural Development Grant webinar on October 30. Preparing grant with downtown business owner due on December 3.
- Met with party interested in housing and commercial mixed-use development on November 5.
- Placemaking Committee met on November 6 to take down the seasonal installations and begin planning for next year.
- The Tree Planting Workshop on November 8, funded by the MDNR UCF grant, had 13 participants in attendance, with three trees funded by the Consumers Energy Street Tree Grant planted by the group.
- Met with owners of 248 W. Main St. (grocery store building) on November 10 and again with Michigan Economic Development Corporation, Lenawee Now, and Small Business Administration of Michigan on November 19. Next meeting is with Michigan Department of Agriculture and Rural Development (MDARD) on November 24.

- The Urban Forestry Community Conversation on November 10 had 13 visitors in attendance to review the first draft of the plan.
- Met with Certified Arborist Steve Lane and the Geckos Club on November 10 for Urban and Community Forestry Grant project implementation.
- Met with Landscape Architect Lisa DuRussel, City Administrator, and DPW Director on November 17 to review layout and species selection for DNR grant/downtown tree planting project. Request For Proposal documents are being finalized and projected to go out for bid in mid-December.
- Events Committee met on November 19 to review budget, plan for 2026 events, and discuss stage collaboration.
- Hometown Hero banners will be taken down the week of December 1 to be replaced with snowflake banners and lights. The banners will be washed and returned to families/sponsors with information on next year's program.
- Over 90 responses have been recorded in the Master Plan Community Survey, which is open for resident feedback until December 31. Meeting with consultant on December 10 and continuing to meet monthly with the Steering Committee. Youth Survey is being developed, and a school visit is being planned. Updating the Master Plan is a step to get in alignment with RRC Best Practices 1.1.

SHOP SMALL
SUPPORT LOCAL
MAKE A BIG IMPACT

Small Business Saturday

NOVEMBER 29

MORENCI EVENT CENTER
Craft Show & Vendor Fair 9am-3pm
- Over 30 booths registered!

JAMMERS DESIGNS
In-stock Specials 8-11am
- Embroidered Sale Rack! $5 t-shirts, $8 crewnecks, $12 hoodies, $15 zip-ups

MIKE'S PHARMACY
Beverage Gift Basket Giveaway 9am-8pm
- Drawing entry with every purchase

THE GRAB SHACK
Extended Hours! noon-5pm
- Buy More, Save More! 10%-15%-20% off
- Mystery Box Deals

THE HEALTHY SPOT
Special drawing entry with every purchase!
Mega Monday: $2 off mega combo
Two for Tuesday: 2 large combos $14
Win it Wednesday: Spin the wheel to win
Thirsty Thursday: $1 off mega tea or coffee
Friend Friday: BOGO any tea
Small Business Saturday: Tumbler Deal $30
- Includes $10 HS Bucks, mega tea & aloe

THE SPOT: BAUMGARTNER CHIROPRACTIC
Offers good 12/1-12/6!
Spinal Decompression Therapy
- 10% off all SDT packages

Massage Certificate Special
- Buy (5) 1-hour gift certificates, get (1) 1-hour certificate free!

CBD Clinic Pro Sport Level 5 $75
- Professional grade, only available from a physician ($90 value)

RUBY'S ON MAIN
Holiday Open House 10am-2pm
Pop-up Shop & Free Coffee Bar
Walk-in Specials
- $15 haircut
- $20 cut & style

Gift Certificate Special
- Mani/Pedi $50 ($70 value)

MORENCI DELI
On Special Saturday 6-11am
- Free coffee with purchase of a breakfast sandwich

New Grab & Go Menu!
- Bacon cheeseburger $4.99
- Bosco sticks $3.75

VILLAGE INN RESTAURANT
Holiday Special 8am-2pm
- Pumpkin pancakes, choice of meat, and coffee $9.99

Gift Certificate Special
- Buy $20, get $5 free

NORTH STREET PUB
All-day Food & Drink Specials
Gift Card Promo
- Buy $40 gift card, get $10 bonus

SUBWAY
All-day Big Game Special
- Free 6" sandwich with purchase of one 6" sandwich and a large drink

PIZZA BOX
Dinner Special 4-9pm
- Large 1-topping pizza $12.99

Gift Certificate Special
- Buy $20, get $5 free

2025 DDA Events				
				2025
Income				**$22,185.00**
	Cost	Qty.	Total	
Sponsorships	15350	1	$15,350.00	
June 7 - Horsin' Around	3675	1	$3,675.00	
July 12 - Merica	660	1	$660.00	
August 9 - 90s on the 9th	355	1	$355.00	
Oct 4 - Fall Fest	2145	1	$2,145.00	
		Total	**$22,185.00**	
Expenses				**$18,226.97**
	Cost	Qty.	Total	
10x10 Tents	225.99	3	$677.97	
13x26 Band Canopy	559.99	1	$559.99	
St. Patrick's Day Advertising	120	1	$120.00	
St. Patrick's Day on Main	642	1	$642.00	
June Advertising	450	1	$450.00	
Horsin' Around	3709.87	1	$3,709.87	
July Advertising	472.5	1	$472.50	
Merica	1675.55	1	$1,675.55	
August Advertising	492.16	1	$492.16	
90s on the 9th	2,111.12	1	$2,111.12	
Oct Advertising	1770	1	$1,770.00	
Fall Fest	5145.81	1	$5,145.81	
Small Business Saturday Ad	400	1	$400.00	
One-time Purchases	$1,237.96			
Advertistement Total	$3,704.66			
Event Total	$13,284.35			
		Total	**$18,226.97**	
Net Profit				**$3,958.03**

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DOWNTOWN DEVELOPMENT AUTHORITY
2026 MEETING SCHEDULE

Meetings are at 4:00 p.m. at City Hall Chambers

Tuesday, January 27

Tuesday, February 24

Tuesday, March 24

Tuesday, April 28

Tuesday, May 26

Tuesday, June 23

Tuesday, July 28

Tuesday, August 25

Tuesday, September 22

Tuesday, October 27

Tuesday, November 24