

# VILLAGE OF DECATUR DDA MEETING AGENDA

Wednesday  
October 11,  
2023



VILLAGE OF DECATUR  
REGULAR DDA MEETING  
Wednesday, October 11, 2023 – 1:00PM  
Village Hall – 114 N. Phelps Street, Decatur, MI 49045

---

1:00 PM DDA Meeting (Action to be taken by DDA on the following agenda items)

**Note: Please be courteous and turn cell phones off during the meeting.**

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL (Excused Absences if Any)**

4. **PUBLIC COMMENT**

5. **APPROVAL OF CONSENT AGENDA ITEMS**

5A.1 – Approval of the Regular Meeting Agenda for October 11, 2023

5A.2 – Approval of the Regular DDA Meeting Minutes for September 13, 2023

6. **COMMUNICATIONS TO THE DDA – PRESENTATIONS & GUESTS**

6A.1 – Presentation from McKenna (Development Plan, TIF Plan)

7. **UNFINISHED BUSINESS**

7A.1 – Recap of October 9, 2023 Public Hearing- Development & TIF Plan next steps

7A.2 – Discuss Fireworks '24 date, Vendor and launch location

7A.3 – Discuss Halloween and Christmas events

8. **NEW BUSINESS**

8A.1 – Discussion regarding the Decatur Day '24 Planning Committee

9. **PUBLIC COMMENTS- SECOND OPPORTUNITY**

10. **DDA MEMBER COMMENTS**

11. **ADJOURNMENT**

---

## **PLEASE NOTE**

### **AUDIENCE PARTICIPATION:**

In addition to addressing the DDA during public hearings and under “Public Comment,” members of the audience may address the DDA, please limit your comments to three minutes or less per item. Please step up to the Podium and state your name and address.

The proposed process for items listed under agenda items above shall be as follows:

1. Announcement of the agenda item by the Chairperson.
  2. Verbal report provided by staff.
  3. The Chairperson asks DDA members if they have any questions for staff to clarify the staff report.
  4. Motion is made by a DDA member and seconded by another DDA member.
  5. The Chair then calls on DDA members to discuss the motion if DDA members wish to discuss.
  6. The Chair calls for a vote on the item after discussion has occurred.
-

***Village of Decatur***  
***Downtown Development Authority***

Wednesday, September 13, 2023 at 1:00 P.M  
Village Hall, 114 N. Phelps Street  
Decatur, MI 49045

**I. Call to Order**

Elwaer called the meeting to order at 1:01pm

**II. Pledge of Allegiance**

**III. Roll Call**

Ali Elwaer, James Creagan (First State Bank), Jay Newell (Newell Insurance), Roger Kemp (RC Automotive Supply) excused, Elissa Zimmer (Webster Memorial Library) excused, Mary Miller (Mousse Lodge) excused, Jami Swihart (Honor Credit Union) excused, Matt Cooper (Cooper Law), Christopher Tapper (Village Manager), Megan Duncan (Village Clerk/Treasurer), Shantel Pentland (Administrative Assistant).

**IV. Public Comments**

None

**V. Approval of Consent Agenda Items**

Creagan offered a motion to approve the agenda for September 13, 2023 and the meeting minutes from August 9, 2023, supported by Newell, carried unanimously 4-0.

**VI. Communications to the DDA- Presentations & Guests**

- a. Danielle Bouchard (McKenna) and Rebecca Harvey (Harvey Consulting), provided updates on the final draft of the 2023 Development Plan and Tax Increment Financing Plan.

**VII. Unfinished Business**

- a. Creagan offered a motion to approve the final draft of the 2023 Development Plan and Tax Increment Financing Plan and forward it to Council for Approval at a Public Hearing scheduled for October 9, 2023, supported by Newell, carried unanimously 4-0.
- b. Discussion took place regarding the 2024 Fireworks display and the two bids that were received from Pyrotecnico and Zambelli Fireworks. Creagan offered a motion to approve the Fireworks 2024 display bid from Pyrotecnico not to exceed \$20,000, supported by Newell, carried unanimously 4-0.

**VIII. New Business**

- a. Newell offered a motion to approve The Potting Shed bid for fall mums, not to exceed \$380.00, supported by Creagan, carried unanimously 4-0.

**IX. Public Comments- Second Opportunity**

None

**X. DDA Member Comments**

Elwaer expressed his appreciation towards all staff members and McKenna.

**XI. Adjournment**

Newell offered a motion to adjourn the meeting at 1:35pm supported by Cooper, carried unanimously 4-0.

Minutes submitted by: Shantel Pentland, Administrative Assistant

# **HALLOWEEN**

## **ACTIVITIES & BOO BASH**

**October 31, 2023**



**3:30pm - 5:00pm**

Trunk-Or-Treat at  
the DDA Park on  
Phelps St.



**3:30pm - 5:00pm**

Trick-Or-Treat  
at businesses  
on Phelps St.



**3:30pm - 5:30pm**

Outdoor Games  
at Webster  
Memorial Library

THESE FREE EVENTS ARE  
SPONSORED BY THE VILLAGE  
OF DECATUR DDA, VAN  
BUREN DISTRICT LIBRARY  
WEBSTER MEMORIAL, AND  
MANY LOCAL BUSINESSES!



**5:30pm - 7:00pm**

Village-wide  
Trick-Or-Treating



Questions? Call Village Hall 269-423-6114



SPONSORED BY VILLAGE OF DECATUR DDA

# CHRISTMAS In the Village

Window  
Decorating  
Contest  
for Local  
Businesses

December 1st  
through 24th

FREE  
Cookies  
& Hot  
Cocoa at  
the DDA  
Park

5:30pm to  
6:30pm

Christmas  
Parade  
6:00pm

Sunday  
December  
3rd

