

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

Wednesday, November 9, 2022, at 1:00 P.M  
Village Hall, 114 N. Phelps Street  
Decatur, MI 49045

**I. Call to Order**

James Creagan called the meeting to order at 1:06 P.M.

**II. Pledge of Allegiance**

**III. Roll Call**

James Creagan (First State Bank), Jay Newell (Newell Insurance), Lee Moser (Moser Financial Group) Excused, David Moorman (Moorman Printing) excused, Roger Kemp (Decatur Automotive Supply), Elissa Zimmer (Webster Memorial Library), Mary Miller (Mousse Lodge) excused, Jami Swihart (Honor Credit Union) excused, Matt Cooper (Cooper Law) excused, Christopher Tapper (Village Manager), Rebecca Harvey (Village Planner, McKenna), Danielle Bouchard (McKenna), Megan Duncan (Clerk/Treasurer), Shantel Pentland (Administrative Assistant).

**IV. Public Comments**

None

**V. Approval of Agenda & Meeting Minutes**

- a. Creagan offered a motion to approve the consent agenda for November 9, 2022, supported by Newell, including meeting minutes from August 10, 2022, carried unanimously 4-0.
- b. Creagan offered a motion to approve the minutes from September 14, 2022, supported by Newell, carried unanimously 4-0.

**VI. Presentation and Guest – McKenna & Associates – DDA Development Plan**

- a. Representatives from McKenna & Associates were in attendance to initiate the kick off meeting; establishing working relationships, defining basic desires, identify preferred method of communication, review current DDA Development Plan and TIF plan, goals, and project status, assess available maps and data, general discussion regarding a survey for the DDA district, and to define specific project objectives to guide the study and plan development.

**VII. Unfinished Business**

- a. A general discussion ensued regarding holiday events being organized by staff: Storefront/Window Decorating Contest, Holiday Parade, and Light Up the DDA Park.

VIII. **DDA Member Comments**

- a. None

IX. **Adjournment**

Tapper made a motion with support from Newell to adjourn the meeting at 2:10 P.M.

Minutes submitted by: Shantel Pentland, Administrative Assistant