

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

Wednesday, July 13, 2022, at 1:00 P.M.  
Village Hall, 114 N. Phelps Street  
Decatur, MI 49045

**I. Call to Order**

James Creagan (First State Bank) called the meeting to order at 1:02 P.M.

**II. Pledge of Allegiance**

**III. Roll Call**

James Creagan (First State Bank), Jay Newell (Newell Insurance), Lee Moser (Moser Financial Group), 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), Shantel Pentland (Administrative Assistant), Rebecca Harvey (Village Planner).

**IV. Public Comments**

None

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

- a. Zimmer offered a motion to approve the agenda for July 13, 2022, support by Moser, motion carried unanimously 6-0.
- b. Creagan offered a motion to approve the minutes from June 15, 2022 meeting, support by Zimmer, motion carried unanimously 6-0.

**VI. Communications to the Council- Presentations & Guest**

None

**VII. Unfinished Business**

Rebecca Harvey (Village Planner) provided an update on the DDA Development Plan. Requests for proposals were sent to 4 firms (McKenna, Williams & Works, Wightman, Abonmarche), as of 7/13/22 at 12:00pm only McKenna's proposal had been received by Village staff. The deadline for RFP's has been set as July 20, 2022. A special meeting will be

held on Wednesday, July 27, 2022 to compare proposals, choose a firm, or make arrangements for interviews.

**VIII. New Business**

- a. DDA members gave verbal consent to not move forward with DDA Park electrical upgrades, since current amperes are sufficient.
- b. July 4<sup>th</sup> Events (held July 3<sup>rd</sup>, Food Truck & Fireworks Extravaganza and Food Truck Mondays/Tuesdays) were all very successful, vendors were pleased with the turnout. DDA members are in agreement to the continuance of bringing in food trucks on Mondays and Tuesdays, due to the overwhelming amount of community support with very few public complaints.
- c. DDA Grant program information from two neighboring Villages (Lawrence and Dowagiac) was provided. DDA members would like to see a mock draft of what we could comparably offer businesses in our downtown district.
- d. Request to hold a special meeting on Wednesday, July 20, 2022 was not approved. A date of Wednesday, July 27, 2022 was approved 6-0.

**IX. Public Comments- Second Opportunity**

None

**X. DDA Member Comments**

None

**XI. Adjournment**

- a. Newell made a motion with support from Zimmer to adjourn the meeting at 1:51 P.M. Minutes submitted by: Shantel Pentland, Administrative Assistant