

# VILLAGE OF DECATUR DDA MEETING AGENDA

Wednesday  
November 8,  
2023



VILLAGE OF DECATUR  
REGULAR DDA MEETING  
Wednesday, November 8, 2023 – 1:00PM  
Village Hall – 114 N. Phelps Street, Decatur, MI 49045

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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 November 8, 2023

5A.2 – Approval of the Regular DDA Meeting Minutes for October 11, 2023

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

None

7. **UNFINISHED BUSINESS**

7A.1 – Recap of November 6, 2023 Public Hearing- Development & TIF Plan next steps

7A.2 – Review Boo Bash and Halloween Events

7A.3 – Discuss December 3, 2023 “Christmas in the Village”

8. **NEW BUSINESS**

8A.1 – Review Agenda for the 2024 Decatur Day Planning Committee 11-14-23 meeting

9. **PUBLIC COMMENTS- SECOND OPPORTUNITY**

10. **DDA MEMBER COMMENTS**

11. **ADJOURNMENT**

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## **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.
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**Village of Decatur**  
**Downtown Development Authority**

Wednesday, October 11, 2023 at 1:00pm  
Village Hall, 114 N. Phelps Street  
Decatur, MI 49045

**I. Call to Order**

Tapper called the meeting to order at 1:02pm

**II. Pledge of Allegiance**

**III. Roll Call**

Ali Elwaer (Village President) excused, James Creagan (First State Bank) excused, Jay Newell (Newell Insurance), Roger Kemp (RC Automotive Supply), Elissa Zimmer (Webster Memorial Library), Mary Miller (Mousse Lodge), Jami Swihart (Honor Credit Union) 1:04pm, Matt Cooper (Cooper Law) 1:05pm, Christopher Tapper (Village Manager), Megan Duncan (Village Clerk/Treasurer) excused, Shantel Pentland (Administrative Assistant).

**IV. Public Comments**

None

**V. Approval of Consent Agenda Items**

Zimmer offered a motion to approve the agenda for October 11, 2023 and the meeting minutes from September 13, 2023, supported by Newell, carried unanimously 4-0.

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

None

**VII. Unfinished Business**

- a. Tapper shared that the Public Hearing scheduled for October 9, 2023 at 6:00pm was postponed to November 6, 2023 at 7:00pm after a Public Comment was made regarding the figures presented in table 3, page 24. Staff is in touch with Danielle Bouchard, McKenna, to ensure all figures are accurate before the next Public Hearing.
- b. Discussion took place regarding the 2024 Fireworks display. Staff will be meeting with a local property owner on October 27, 2023 to discuss a potential launch site. The date has been set for July 4, 2023 at dusk.
- c. Pentland shared that Halloween and Christmas events have been planned, additional input and ideas are always welcome. Halloween Boo Bash will be October 31, 2023 from 3:30pm. to 5:00pm, Village-wide Trick-Or-Treating will be held from 5:30pm to 7:00pm. Christmas Festivities and Parade begin December 3, 2023 at 5:30pm. Swihart confirmed that "Christmas with Honor" will be held Sunday, December 17, 2023 at the Decatur-Hamilton Fire Department from 6:00pm to 8:00pm.

**VIII. New Business**

- a. Pentland shared that the Decatur Day '24 Planning Committee has been formed, the first meeting will likely occur in November 2023. This group currently has 6 members who have volunteered their time, flyers were provided to each board member to share so a larger volunteer base can be established.

**IX. Public Comments- Second Opportunity**

None

**X. DDA Member Comments**

Tapper provided the board with information regarding a USDA Grant the Village received for the Bergen Building. Possibly used for this building include office space, community rooms, and apartments. The Village is also applying for blight and stabilization funding from the Land Bank Authority for the roof and windows.

**XI. Adjournment**

Cooper offered a motion to adjourn the meeting at 1:17pm supported by Kemp, carried unanimously 6-0.

Minutes submitted by: Shantel Pentland, Administrative Assistant



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# CHRISTMAS In the Village

FREE  
Cookies  
& Hot  
Cocoa at  
the DDA  
Park  
5:30pm to  
6:30pm

Sunday  
December  
**3rd**

Christmas  
Parade  
6:00pm

December 4th-24th  
Window  
Decorating  
Contest for  
Local Businesses

