

# VILLAGE OF DECATUR SPECIAL COUNCIL MEETING AGENDA

Wednesday,  
July 19, 2023



VILLAGE OF DECATUR  
SPECIAL COUNCIL MEETING  
Wednesday, July 19, 2023 – 5:00PM  
Village Hall – 114 N. Phelps Street, Decatur, MI 49045

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5:00 PM Council Meeting (Action to be taken by Council 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 Special Council Meeting Agenda for July 19, 2023.

**6. COMMUNICATIONS TO THE COUNCIL – PRESENTATIONS & GUEST**

**7. PUBLIC HEARING**

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

9A.1 – Request to approve business loan, promissory note, and mortgage for Kody Hillring.

9A.2 – Request to adopt the recommendation of Village President to appoint two applicants for Planning Commission.

**10. DEPARTMENT REPORTS**

**11. PUBLIC COMMENTS – SECOND OPPORTUNITY**

**12. COUNCIL COMMENTS**

**13. ADJOURNMENT**

**PLEASE NOTE**

**AUDIENCE PARTICIPATION:**

In addition to addressing the Council during public hearings and under “Public Comment,” members of the audience may address the Council, 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 President.
2. Verbal report provided by staff.
3. President asks councilmembers if they have any questions for staff to clarify the staff report.
4. Motion is made by a council member and seconded by another council member.
5. President then calls on councilmembers to discuss the motion if councilmembers wish to discuss.
6. President calls for a vote on the item after discussion has occurred.



Village of Decatur  
114 N Phelps Street  
Decatur, MI 49045

## MEMORANDUM

TO: Village Council  
FROM: Christopher Tapper, Village Manager  
REVIEWED BY:  
DATE: July 10, 2023  
  
SUBJECT: Request to approve business loan application for Kody Hillring (Madaras Graphics)

### Action Requested:

Request to approve the business loan application, for Kody Hillring, Madaras Graphics, in the of \$20,000.

### Background:

The Village of Decatur continues to offer financial support to the business community in Decatur offering business loans for business expansion along with rehabilitation of facilities. Kody Hillring, Madaras Graphics is a limited liability company, with expectation of rapid expansion in the sports appeal, signage and promotional items industry. According to the business summary, Madaras Graphics, goals and objectives are to grow their own brand of marketing with offering retail space for its growing customers. Additionally, Madaras Graphics, would like to be able to offer a destination for its customers to gather and showcase their products. Along with being able to offer space for sports coaching to young athletes and providing them with one-on-one space for instructional practice.

Madaras Graphics has worked with the DDA in the prior years to obtain prime real estate in downtown Decatur. Through support of the DDA, Madaras Graphics purchased the commercial building located behind Decatur Auto Parts. Many will remember this property was originally a historical automotive service center. Many aspects of the building and location are a perfect fit for Madaras Graphics and their future business expansion. One of the priorities of Madaras Graphics, is to rehabilitate the facility. According to the business plan, Madaras Graphics needs assistances with roof replacement of the building.

Village Attorney, Curcio along with staff have reviewed the application and associated documentation. The following commercial rehabilitation revolving fund loan agreements are attached to this memo. Additionally, the loan agreement includes promissory note and mortgage



Village of Decatur  
114 N Phelps Street  
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documentation. If applicable and acceptable to the Council, the following loan will be for a term of six (6) years (72 months) at the interest rate of 4.00%

Attachment(s):

Loan documents

## COMMERCIAL REHABILITATION REVOLVING FUND LOAN AGREEMENT

This Agreement has been entered into as of July \_\_, 2023, by and between **Kody Hillring and Mackenzie Hillring**, a married couple with an address of 45402 Eleanor Drive, Decatur, MI 49045 (collectively, the “**Borrower**”), the **Village of Decatur**, a Michigan municipal corporation with offices at 114 N. Phelps, Decatur, MI 49045 (“**Village**” or “**Lender**”).

Borrower has requested a loan from Lender in the amount Twenty Thousand Dollars (\$20,000.00), to be used as herein agreed (the “**Loan**”), and will execute and deliver to Lender a promissory note in that amount, plus interest, in the form attached hereto as Exhibit A (the “**Promissory Note**”), and a mortgage in the form attached hereto as Exhibit B (the “**Mortgage**”).

Lender agrees to make the Loan to Borrower in accordance with the terms of this Agreement.

### IT IS MUTUALLY AGREED:

1. **Loan.** Lender agrees to make the Loan, and Borrower agrees to accept the Loan, in accordance with the terms and conditions set forth herein and in the Promissory Note and the Mortgage. Lender shall make the Loan from its commercial rehabilitation revolving fund.

2. **Use of Proceeds.** Borrower represents and warrants it will use the proceeds of the Loan to replace the roof on the building on Borrower’s commercial parcel on West Delaware, Street (Tax I.D. No. 80-43-040-230-20).

3. **Governing Law.** The validity, interpretation, and construction of this Agreement are to be governed by laws of the state of Michigan.

### BORROWER

By: \_\_\_\_\_  
Kody Hillring

By: \_\_\_\_\_  
Mackenzie Hillring

### BOARD

By: \_\_\_\_\_  
Ali Elwaer, President

By: \_\_\_\_\_  
Megan Duncan, Clerk

**Exhibit A**

*[Attached]*

## PROMISSORY NOTE

\$20,000

4%

Decatur, Michigan

July \_\_\_\_, 2023

FOR VALUE RECEIVED, the undersigned **Kody Hillring and Mackenzie Hillring**, a married couple with an address of 45402 Eleanor Drive, Decatur, MI 49045 (collectively, the “**Borrower**”) promises to pay to the order of the **Village of Decatur**, a Michigan municipal corporation with offices at 114 North Phelps Street, Decatur, Michigan 49045 (“**Village**” or “**Lender**”), the sum of \$20,000, according to the following terms and conditions:

1. Interest. The unpaid balance hereunder shall bear interest at the rate of 4.00% a year from the date hereof until paid.

2. Payments. Payments shall be in equal monthly installments over the course of 6 years (72 months). Such payments shall include both principal and interest, with the first payment due on the date stated in the upper-right corner of this Note. On the 6-year anniversary of that date, the total outstanding balance, if any, shall be paid in full.

3. Late Charge. In the event any scheduled payment is received more than 15 days after the due date, the Borrower shall pay the Lender an additional payment equal to 5% of the amount of the payment missed. Such late charge shall be immediately due and payable.

4. Prepayment. The principal sum or accrued interest hereunder may be prepaid at any time, in whole or in part, without notice or penalty.

5. Default. Upon the occurrence of any of the following events, unless expressly waived in writing by the Lender:

(a) The occurrence of a non-monetary event of default under any document, instrument or agreement which may now exist or hereafter arise between the Borrower and Lender, which is not cured within ninety (90) days after Borrower receives notice of such default from Lender; or

(b) Failure to pay any amount within ninety (90) days after it becomes due under this Note or any other document, instrument or agreement between the Borrower and the Lender; or

(c) The Borrower files for bankruptcy, or becomes insolvent, or fails to pay its debts generally as they become due, or if a receivership or involuntary bankruptcy proceeding is commenced against the Borrower, or any of the properties of the Borrower, and such receivership or involuntary bankruptcy proceeding is not dismissed within sixty (60) days; or

(d) The sale, lease, transfer or other disposition by Borrower of the Real Property known as Tax ID No. 80-43-040-230-20, unless and until Lender agrees in writing to such sale, lease, transfer or other disposition;



then, and in any such event, Lender may, in its sole discretion, do any or all of the following: (1) by notice to the Borrower, declare the unpaid balance owed hereunder and under any other Note between the Borrower and the Lender, as well as all other amounts required to be paid by the Borrower under any document and this Note to be immediately due and payable ("rights of acceleration"); and (2) exercise any or all of its rights and remedies under any other document, instrument or agreement between the Borrower and the Lender. The Borrower agrees to pay on demand all costs, including but not limited to actual attorney fees, incurred by the holder in collecting any amounts owing under this Note.

6. Waiver. The Borrower waives presentment, demand for payment, notice of dishonor, and all other notices or demands in connection with the delivery, acceptance, performance, default or endorsement of this Note. The holder's failure or repeated failure to exercise any single or partial rights under this Note, including, but not limited to, the holder's rights of acceleration, shall not constitute a waiver of those rights, or preclude the exercise of any present or future rights under this Note.

7. Governing Law. This Note and the rights and obligations of any party shall be governed by and interpreted in accordance with the laws of the State of Michigan.

8. Loan Agreement. This Promissory Note is given pursuant to the Loan Agreement, and Lender shall have all of the rights and powers set forth in the Loan Agreement as if they were fully set forth herein.

WHEREFORE, the Borrower has executed this Note as of the date first written above.

BORROWER

By: \_\_\_\_\_  
Kody Hillring

By: \_\_\_\_\_  
Mackenzie Hillring

## MORTGAGE

THIS MORTGAGE, made this \_\_\_\_ day of July 2023, is by and between Kody Hillring and Mackenzie Hillring, a married couple with an address of 45402 Eleanor Drive, Decatur, MI 49045 (collectively, the “Mortgagor”), the Village of Decatur, a Michigan municipal corporation with offices at 114 N. Phelps, Decatur, MI 49045 (“Mortgagee”).

## WITNESSETH:

To secure the payment of the principal sum of \$20,000, together with interest thereon, whether presently outstanding or advanced in the future, in accordance with the terms of a promissory note of even date herewith issued by Mortgagor (together with any amendments, modifications and/or extensions thereof and substitutions therefor herein called the “Note”) Mortgagor does MORTGAGE and WARRANT to Mortgagee, its successors and assigns, the land situated in the Village of Decatur, County of Van Buren and State of Michigan, described on Exhibit 1 attached hereto and incorporated herein by reference, together with all buildings and improvements now or hereafter upon said land or any part thereof, and all heretofore or hereafter vacated alleys and streets abutting said land; and together with all fixtures and equipment now or hereafter installed for use in the operation of the building or buildings now or hereafter on said land, including, but not limited to, all lighting, heating, cooling, ventilating, air conditioning, plumbing, sprinkling, communicating and electrical systems, and the machinery, appliances, fixtures and equipment pertaining thereto owned by Mortgagor, all of which fixtures and equipment shall be deemed to be part of the land; and together with all the rents, profits and leases thereof and the tenements, hereditaments, easements, and appurtenances (herein called the “Mortgaged Premises”).

Mortgagor does hereby covenant and warrant as follows:

1. Mortgagor shall pay the principal of and interest on the Note and shall pay all other amounts provided herein according to the terms of the Note and this Mortgage.
2. At the time of the execution and delivery of this Mortgage, Mortgagor is well and truly seized of the Mortgaged Premises in fee simple, free of all liens and encumbrances whatsoever except for (i) real estate taxes and assessments not yet due and payable, (ii) covenants, restrictions, easements, reservations and agreements of record, and (iii) rights of the public to streets, roads and alleys lying within the boundaries of the Mortgaged Premises, and Mortgagor will forever warrant and defend the same against any and all claims whatever, and the

lien created hereby is and will be kept a first lien upon the Mortgaged Premises and every part thereof.

3. The occurrence of any of the following events shall be deemed an "Event of Default" hereunder: (i) default in making payment when due of any principal of or interest on the Note or any part thereof, or (ii) default in making payment when due of any other sums provided herein, or (iii) default in the performance of any covenant or condition provided herein and the continuance thereof for ninety (90) days after notice of such default has been given by Mortgagee, (iv) bankruptcy, reorganization or other similar proceedings shall be instituted by or against Mortgagor. Upon the occurrence of an Event of Default, Mortgagee may at any time thereafter, declare the principal balance of the indebtedness secured hereby, together with interest thereon, to be due and payable immediately.

4. Mortgagor shall not, without the prior written consent of Mortgagee, permit or suffer (a) the Mortgaged Premises, or any part thereof, to be sold, assigned, transferred or encumbered in any way, whether by operation of law or otherwise or (b) any conveyance, transfer, pledge or encumbrance of any interest in Mortgagor to be made or agreed to be made.

5. Each and every of the rights, remedies and benefits provided to Mortgagee herein shall be cumulative and shall not be exclusive of any other of said rights, remedies or benefits, or of any other rights, remedies or benefits allowed by law. Any waiver by Mortgagee of any default shall not constitute a waiver of any similar or other default.

6. All of the covenants and conditions hereof shall run with the land and shall be binding upon the successors and assigns of Mortgagor, and shall inure to the benefit of the successors and assigns of Mortgagee. Any reference herein to "Mortgagee" shall include the successors and assigns of Mortgagee.

7. All notices given hereunder shall be in writing, shall be effective when received and shall be sent to Mortgagor or Mortgagee at their respective addresses first above written unless another address is designated by notice to the other party in writing.

[REMAINDER OF PAGE INTENTIONALLY BLANK]

IN WITNESS WHEREOF, Mortgagor has executed this Mortgage as of the day and year first above written.

MORTGAGOR

By: \_\_\_\_\_  
Kody Hillring

By: \_\_\_\_\_  
Mackenzie Hillring

STATE OF MICHIGAN            )  
  )  
COUNTY OF VAN BUREN        )

Acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by Kody Hillring and Mackenzie Hillring.

\_\_\_\_\_  
Notary Public, Van Buren County, Michigan  
My Commission Expires:

This instrument was drafted by:  
Nicholas Curcio  
16905 Birchview Drive  
Nunica, MI 49448

When recorded return to:  
Megan Duncan, Clerk  
Village of Decatur  
114 N. Phelps  
Decatur, MI 49045

**Exhibit 1**  
**Property Description**

That certain land in the Village of Decatur, County of Van Buren, State of Michigan, legally described as follows:

*Insert Legal Description from DDA to Mr. Hillring*

*Legal: 644-B 19-4-14 761-316 788-89 1242-147 1242-880 1249-267 1377-85 1521-478 1696-517 1730-190*

*\*\*\**

*PART OF BLK A VILLAGE OF DECATUR, COM AT AN IRON BAR AT THE MOST SLY COR OF LOT 10; TH N55D57'04" E ALG SLY L OF SD BLK A 264.98 FT TO SLY MOST COR OF LOT 6; TH N35D29'09" W 164.74 FT TO NW COR OF LOT 6; TH N56D05'08" E 135.51 FT TO SW COR OF LOT 17 FOR BEG; TH N35D06'17" W ALG WLY L OF LOT 17 AND ALG A FENCE LINE 58.92 FT TO THE SLY L OF THE NLY 106.5 FT OF LOT 17; TH N55D41'04" E ALG SLY L OF NLY 106.5 FT OF LOTS 17-19 188.39 FT TO A L 75 FT WLY OF AND PAR TO THE WLY LINE OF PHELPS ST; TH S35D00'49" E ALG SD L 59.34 FT TO SLY L OF LOT 19; TH S55D48'40" W ALG SLY L OF LOTS 17-19 188.30 FT TO SWLY COR OF LOT 17 AND BEG.*

*\*\*\**

*SPLIT/COMBINED ON 12/20/2018 FROM 80-43-040-230-00, 80-43-040-233-00, 80-43-040-234-00, 80-43-040-221-00; FOR 2019 TAXES*

Tax Parcel No. 80-43-040-230-20

VILLAGE OF DECATUR  
114 N. PHELPS  
DECATUR, MI 49045  
Phone : (269) 423-6114  
E-Mail : VILLAGE@DECATURMI.US  
WWW.DECATURMI.ORG

Received From: KODY HILLRING  
Date: 06/26/2023 Time: 3:02:01 PM  
Posting Date: 06/26/2023  
Receipt: 59865  
Cashier: NDAVIS

ITEM REFERENCE	AMOUNT
LOAN LOAN APPLICATION FEE	
LOAN APPLICATION FEE	\$25.00
TOTAL	\$25.00
CASH	\$25.00
Total Tendered:	\$25.00
Change:	\$0.00

**W DELAWARE ST** DECATUR, MI 49045 (Property Address)

Parcel Number: 80-43-040-230-20

No Images Found

**Property Owner: HILLRING KODY****Summary Information**

&gt; Assessed Value: \$11,600 | Taxable Value: \$11,600

&gt; Property Tax information found

**Owner and Taxpayer Information****Owner**HILLRING KODY  
210 N WILLIAMS ST  
DECATUR, MI 49045**Taxpayer**

SEE OWNER INFORMATION

**General Information for Tax Year 2023**

<b>Property Class</b>	201 COMMERCIAL-IMPROVED	<b>Unit</b>	80-43 DECATUR VILLAGE
<b>School District</b>	DECATUR PUBLIC SCHOOLS	<b>Assessed Value</b>	\$11,600
<b>Map Number</b>	644-B	<b>Taxable Value</b>	\$11,600
<b>User Number Index</b>	1	<b>State Equalized Value</b>	\$11,600
<b>User Alpha 1</b>	No Data to Display	<b>Date of Last Name Change</b>	12/10/2021
<b>User Alpha 3</b>	No Data to Display	<b>Notes</b>	Not Available
<b>Historical District</b>	No	<b>Census Block Group</b>	No Data to Display
<b>User Alpha 2</b>	No Data to Display	<b>Exemption</b>	No Data to Display

**Principal Residence Exemption Information****Homestead Date** No Data to Display

Principal Residence Exemption	June 1st	Final
2023	0.0000 %	0.0000 %

**Previous Year Information**

Year	MBOR Assessed	Final SEV	Final Taxable
2022	\$11,100	\$11,100	\$11,100
2021	\$35,800	\$0	\$0
2020	\$35,800	\$35,800	\$35,800

**Land Information**

<b>Zoning Code</b>		<b>Total Acres</b>	Not Available
<b>Land Value</b>	\$23,200	<b>Land Improvements</b>	\$0
<b>Renaissance Zone</b>	No	<b>Renaissance Zone Expiration Date</b>	No Data to Display
<b>ECF Neighborhood</b>	DECATUR VIL COM	<b>Mortgage Code</b>	No Data to Display
<b>Lot Dimensions/Comments</b>	No Data to Display	<b>Neighborhood Enterprise Zone</b>	No

Lot(s)	Frontage	Depth
No lots found.		
<b>Total Frontage: 0.00 ft</b>		<b>Average Depth: 0.00 ft</b>

**Legal Description**

644-B 19-4-14 761-316 788-89 1242-147 1242-880 1249-267 1377-85 1521-478 1696-517 1730-190 \*\*\* PART OF BLK A VILLAGE OF DECATUR, COM AT AN IRON BAR AT THE MOST SLY COR OF LOT 10; TH N55D57'04" E ALG SLY L OF SD BLK A 264.98 FT TO SLY MOST COR OF LOT 6; TH N35D29'09" W 164.74 FT TO NW COR OF LOT 6; TH N56D05'08" E 135.51 FT TO SW COR OF LOT 17 FOR BEG; TH N35D06'17" W ALG WLY L OF LOT 17 AND ALG A FENCE LINE 58.92 FT TO THE SW COR OF LOT 17; TH N56D05'08" E 106.5 FT OF LOTS 17-19 188.39 FT TO A L 75 FT WLY OF AND PAR TO THE WLY LINE OF LOT 17; TH N56D05'08" E 106.5 FT OF LOTS 17-19 188.39 FT TO SWLY COR OF LOT 17 AND BEG. \*\*\*

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18-43-040-230-20, 80-43-040-234-00, 80-43-040-221-00; FOR 2019 TAXES

Privacy - Terms

## Land Division Act Information

<b>Date of Last Split/Combine</b>	12/20/2018	<b>Number of Splits Left</b>	Not Available
<b>Date Form Filed</b>	No Data to Display	<b>Unallocated Div.s of Parent</b>	0
<b>Date Created</b>	12/20/2018	<b>Unallocated Div.s Transferred</b>	0
<b>Acreage of Parent</b>	1.30	<b>Rights Were Transferred</b>	No
<b>Split Number</b>	0	<b>Courtesy Split</b>	No
<b>Parent Parcel</b>	No Data to Display		

## Sale History

Sale Date	Sale Price	Instrument	Grantor	Grantee	Terms of Sale	Liber/Page	Comments
11/10/2021	\$0.00	QC	DOWNTOWN DEVELOPMENT AUTHORITY	HILLRING KODY	13-GOVERNMENT	1730-190	
11/12/2019	\$0.00	WD	BUTLER ALLEN DEVELOPMENT LLC	DOWNTOWN DEVELOPMENT AUTHORITY	21-NOT USED/OTHER	1696-517	

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# **Madaras Graphics BUSINESS PLAN**

Prepared by:

Kody Hillring

Decatur, Michigan 49045  
2699296655  
madarasgraphics@gmail.com

## **I. EXECUTIVE SUMMARY**

Madaras Graphics (referred to from hereon in as the "Company") was established as a Limited Liability Company at , Decatur, Michigan 49045 with the expectation of rapid expansion in the apparel, signage, promotional items industry.

### **Business Description**

The Company was formed on 06/2018 as Limited Liability Company under Michigan state laws and headed by Kody Hillring.

Associate's degree in graphic design

10+ years of design experience

### **Product**

The Company's primary product is Apparel, Signage, Promotional items: We provide customers with customizable apparel such as spirit wear, corporate wear, and other items such as bags and other accessories. We create the graphic ourselves and are able to provide our customers with signage and promotional items ranging from stainless steel tumblers to can cozies.

## **II. BUSINESS SUMMARY**

### **Industry Overview**

In the United States, the apparel, signage, promotional items industry presently makes 50,000,000 dollars in sales.

Research shows that consumers in this industry primarily focus on the following factors when making purchasing decisions: quality of product, turnaround time, cost of product

### **Business Goals and Objectives**

Short Term:

Our short term goal is to have a retail space that customers can go to and purchase items or make orders. Having this space will allow us to grow and produce a higher quantity of product in a shorter amount of time.

Long Term:

Our long term goals are to have our own brand offered in our retail space and to be able to do every type of customization.

### **Legal Issues**

The Company affirms that its promoters have acquired all legally required trademarks and patents.

### **III. MARKETING SUMMARY**

#### **Target Markets**

The Company's major target markets are as follows:

our target market is primarily schools and sport teams in the southwest Michigan area. We also deal a lot with small businesses in that area as well. However we have done work for people out of state and fortune 500 companies.

The estimated number of potential clients within the Company's geographic scope is 0.

#### **Distribution Strategy**

Having a retail space will help to distribute our product.

#### **SWOT Analysis**

##### *Strengths*

Our business has a very strong network that is continuously growing.

##### *Weaknesses*

Our weakness is we need space to handle our product and turnaround time.

##### *Opportunities*

We have the opportunity to have a space to operate within that will keep overhead to a minimum.

##### *Threats*

Our current threat is not being able to grow to compete in the market as efficiently as we can.

#### **Services**

First-rate service is intended to be the focus of the Company and a cornerstone of the brand's success. All clients will receive conscientious, one-on-one, timely service in all capacities, be they transactions, conflicts or complaints. This is expected to create a loyal brand following and return business.

**IV. FINANCIAL PLAN**

**12-Month Profit and Loss Projection**

Monthly expense for salaries and overhead (projected):	\$130.00
Revenue and sales for upcoming year of business (projected):	\$68,000.00
Gross profit for upcoming year of business (projected):	\$20,000.00

# **Hillring Athletics BUSINESS PLAN**

Prepared by:

Kody Hillring

Decatur, Michigan 49045  
2699296655  
hillringathletics@gmail.com

## **I. EXECUTIVE SUMMARY**

Hillring Athletics (referred to from hereon in as the "Company") was established as a Limited Liability Company at , Decatur, Michigan 49045 with the expectation of rapid expansion in the sports training industry.

### **Business Description**

The Company was formed on 01/2022 as Limited Liability Company under Michigan state laws and headed by Kody Hillring.

### **New Service**

The Company is prepared to introduce the following service to the market:

Sports Instruction: Providing sports coaching to young athletes and giving them more one on one instruction. Organizing a team and entering into tournaments for competition.

## **II. BUSINESS SUMMARY**

### **Industry Overview**

In the United States, the sports training industry presently makes 18,000,000,000 dollars in sales.

Research shows that consumers in this industry primarily focus on the following factors when making purchasing decisions:  
the personnel of instructors

### **Business Goals and Objectives**

Short Term:

Have a facility where athletes can go to receive personal instruction.

Long Term:

Have the facility and have the capacity to train for multiple sports

### **Legal Issues**

The Company affirms that its promoters have acquired all legally required trademarks and patents.



### **III. MARKETING SUMMARY**

#### **Target Markets**

The Company's major target markets are as follows:

youth athletes

The estimated number of potential clients within the Company's geographic scope is 0.

#### **SWOT Analysis**

##### *Strengths*

We have a strong athletic community that is willing to give back and help our youth improve. Along with that a group of young athletes that are passionate about learning.

##### *Weaknesses*

Our community is a little on the smaller side, and there is a lot of competition.

##### *Opportunities*

We have the opportunity to put our young athletes in front of some very good and experienced instructors. We also have the opportunity to help kids from surrounding areas.

##### *Threats*

We have to have a facility of our own.

#### **Services**

First-rate service is intended to be the focus of the Company and a cornerstone of the brand's success. All clients will receive conscientious, one-on-one, timely service in all capacities, be they transactions, conflicts or complaints. This is expected to create a loyal brand following and return business.

**IV. FINANCIAL PLAN**

**12-Month Profit and Loss Projection**

Monthly expense for salaries and overhead (projected):	\$100.00
Revenue and sales for upcoming year of business (projected):	\$10,000.00
Gross profit for upcoming year of business (projected):	\$2,000.00



Village of Decatur  
114 N Phelps Street  
Decatur, MI 49045

## MEMORANDUM

TO: Village Council  
FROM: Christopher Tapper, Village Manager  
REVIEWED BY:  
DATE: July 19, 2023  
  
SUBJECT: Request to approve recommendation from Village President and appoint, Michelle Gately and Victoria Coe to the Planning Commission.

### Action Requested:

It is requested that Village Council approval recommendation from Village President and appoint, Michelle Gately and Victoria Coe to the Planning Commission, for a three-year term ending December 31, 2026. (Chapter 2 Administration, Division 3 – Planning Commission, Sec 2-76)

### Background:

Chapter 2 of the Village of Decatur Code of Ordinance, Division 3 – Planning Commission, Section 2-76, Members, and appointment, outlines the Commission shall consist of five members. Staff and the Commission have been attempting to recruit new members to the Commission.

Michele Gateley and Victoria Coe have both submitted applications to serve on the Planning Commission. Both applicants are eligible to serve. Both applicants will bring many skills and background expertise to the Commission. If acceptable to the Council, both applicants will serve a three (3) year term.

Michele Gateley if accepted will replace, former Commissioner, Patricia Muscovalley. Victoria Coe if accepted will replace Commissioner Michael Verran who has expressed interest in retirement.

### Attachment(s):

Gateley – application

Coe - application



## APPLICATION TO SERVE ON VILLAGE OF DECATUR BOARDS & COMMISSIONS

A separate application is required for each board or commission you wish to be considered for appointment. Applications remain active for one year from the date of submittal. Resumes are encouraged and may be attached to your application.

<b>Name:</b> Michele Gateley	
<b>Home Address:</b> 402 Lake Drive	<b>Work Address:</b> X
<b>Home Phone:</b> X	<b>Work Phone:</b> X
<b>Cell Phone:</b>	<b>Email:</b> mickeylou5@aol.com
<b>Please note your preferred method(s) to be contacted:</b> E-mail	
<b>Please select the board or commission your application pertains to:</b> <input type="checkbox"/> Village Council <input type="checkbox"/> Parks & Recreation Committee <input type="checkbox"/> Downtown Development Authority <input checked="" type="checkbox"/> Planning Commission	

<b>Describe any experiences that led to your desire to serve the community:</b>
currently sitting on the QR Fireboard and have found it to be very interesting

<b>Provide a brief biography. Include your skills, background/expertise, as well as involvement in the community, professional or other nonprofit organizations that are specifically applicable to your desired board:</b>
We moved from the Detroit area to Decatur in Nov 2017, I am on the QR board and the VFW Ladies Auxillary as well as the Ladies Study Club.

**Employment:** List your three most recent employment experiences:

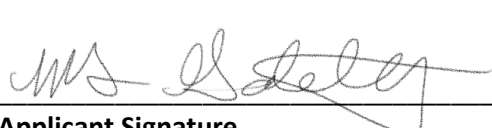
Dates of Employment	Company Name/Location	Position	Job Description
2006-2015	Compass Group	Chef Mgr.	Managed Corporate Kitchens
2001-2003	Peter's Palate Pizzeria	Catering/Kitchen Mgr.	
1989-2001	Compass Group	Chef Mgr.	Managed Corporate Kitchens

**Education:** List your most recent educational experiences:

Educational Institution/School	Certificate/Degree Received	Area(s) of Study
Oakland Community College	Assoc. Degree	General Science/ Major: Culinary Arts

**Important Public Records Information:** All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Village Clerk at (269) 423-6114 if you have any questions or concerns about the disclosure of specific information.

**Truth and Accuracy:** I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that the information disclosed on this form will be publicly available as part of a Freedom of Information Act request.

  
 Applicant Signature

7/11/2022  
 Date

Return completed forms to: Village of Decatur  
 114 N. Phelps St.  
 Decatur, MI 49045



## APPLICATION TO SERVE ON VILLAGE OF DECATUR BOARDS & COMMISSIONS

A separate application is required for each board or commission you wish to be considered for appointment. Applications remain active for one year from the date of submittal. Resumes are encouraged and may be attached to your application.

Name: Victoria (Vicki) E. Coe	
Home Address: 300 E St Mary's St	Work Address: _____
Home Phone: _____	Work Phone: _____
Cell Phone: _____	Email: coev97@yahoo.com
Please note your preferred method(s) to be contacted:	
Please select the board or commission your application pertains to:	
<input type="checkbox"/> Village Council <input type="checkbox"/> Parks & Recreation Committee <input type="checkbox"/> Downtown Development Authority <input checked="" type="checkbox"/> Planning Commission	

Describe any experiences that led to your desire to serve the community:
I want to see Decatur Village + Twp grow in prospects and opportunities.

Provide a brief biography. Include your skills, background/expertise, as well as involvement in the community, professional or other nonprofit organizations that are specifically applicable to your desired board:
I worked for Van Buren Co for 17 years in the equalization / planning & was supervisor for the computer department.



**Employment:** List your three most recent employment experiences:

Dates of Employment	Company Name/Location	Position	Job Description
2008- Present Heritage Comm	Heritage of Kalamazoo	Contract work	Music
approx 2005-2007	Spartan Stores	Pharm tech	Pharmacy

**Education:** List your most recent educational experiences:

Educational Institution/School	Certificate/Degree Received	Area(s) of Study
Everest	Reg Pharm Tech	Pharmacy
SH HS	HS Diploma	College prep

**Important Public Records Information:** All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Village Clerk at (269) 423-6114 if you have any questions or concerns about the disclosure of specific information.

**Truth and Accuracy:** I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that the information disclosed on this form will be publicly available as part of a Freedom of Information Act request.



**Applicant Signature**

7-10-23

**Date**

Return completed forms to: Village of Decatur  
114 N. Phelps St.  
Decatur, MI 49045