

Downtown Development Authority

Workshop Meeting Agenda

Wednesday, October 3, 2012
Noon, Water Filtration Plant Conference Room



City of South Haven

MISSION STATEMENT: The Downtown Development Authority (DDA) is to be a leader in helping to fulfill the City of South Haven Municipal Plan; through planning, funding, and development of projects within the DDA District which promote, encourage and contribute to the overall economic growth and development of the community.

1. **Call to Order**
2. **Roll Call**
3. **DDA will be asked to discuss future projects.**
4. **Adjourn**

RESPECTFULLY SUBMITTED,

Deb Davidson
DDA Director

South Haven City Hall is Barrier-free and the City of South Haven will provide the necessary reasonable auxiliary aids and services for persons with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities at the meeting upon seven (7) days notice to the South Haven City Clerk. Individuals with disabilities requiring services should contact the City Clerk by writing or calling South Haven City Hall at (269) 637-0700.



Agenda Item #3

DDA will be asked to discuss future projects.

The focus of the workshop will be 1) to review the \$125,000 proposed budget and discuss items which will keep/improve the downtown environment; and 2) begin discussion of the Phoenix Street project for planning purposes.

Background Information:

- 1) At the September Regular DDA meeting, the Board agreed that it may be a good idea to review small projects to improve the area, such as trees, benches, trash receptacles, bike racks, and additional directional signage to public restrooms. It was suggested to “have a goal for spending funds to keep the downtown area clean and vibrant.” The Board agreed to schedule a workshop to discuss future projects and update the priority list. It was suggested to review the \$125,000 budget.
- 2) Steve Oosting will be present to explain the proposed Phoenix Street project. The purpose of discussion is to begin to put a plan in place to present to the State for application for an MEDC grant. While the proposed project is 2-3 years out, City staff would like to work with the DDA Board to begin planning now.

Support Material:
\$125,000 budget

RESPECTFULLY SUBMITTED,

Debra Davidson
DDA Director

City of South Haven Downtown Development Authority

DDA FY 2012-2013 BUDGET FOR THE \$125,000 ACCOUNT

Expenses	FY 2011-12 BUDGET	FY 2011-12 ACTUAL	FY 2012-13 BUDGET
<u>RESTROOMS at HURON/KALAMAZOO</u>	\$ 4,000.00		\$4,000
Utilities-water/sewer		\$ 3,000.00	
Utilities-electric		\$ 1,000.00	
 <u>STREETSCAPE</u>	 \$ 5,000.00		
Valley City Sign-sign arm on directional sign		\$ 425.00	
Belson Outdoors-winter trash receptables		\$ 2,234.00	
 <u>MARKETING</u>	 \$ 10,000.00		
 <u>HAZARD ELIMINATION</u>	 \$ 25,000.00		 25,000
Olson Bros-replace sidewalk & DT curb repair		\$ 272.00	
<u>PROFESSIONAL/CONSULTING FEES</u>			
Clark Hill	\$ 914.00		
 <u>OTHER CONTRACTURAL SERVICES</u>	 \$ 7,000.00		
Quinn Electric-build/install lighting control panel at rink		\$ 5,150.00	
Quinn Electric-re-positon outlets at pavilion		\$ 2,340.00	
 <u>SNOW REMOVAL</u>	 \$ 5,000.00		 5000
Labor-downtown sidewalks, berm		\$ 1,110.00	
 <u>HOLIDAY LIGHTING PROGRAM</u>	 \$ 5,000.00		 5000
downtown tree lighting		\$ 5,000.00	
 <u>LANDSCAPING</u>	 \$ 4,000.00		 5000
Landscape contractor		\$ 4,195.00	
 <u>DREDGING</u>	 \$ 10,000.00	\$ 10,000.00	
 <u>MISC</u>	 \$ -		
 Total expenses	 \$ 75,914.00	\$ 34,726.00	
 Balance	 \$ 41,188.00		