

Downtown Development Authority

Regular Meeting Agenda

Wednesday, December 7, 2011
Noon, Council Chambers



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. **Approval of Agenda**
4. **Approval of Minutes** – September 7, 2011
5. **Interested Citizens in the Audience Will be Heard on Items Not on the Agenda**
6. **DDA will be given an update of the Williams St. project**
7. **Other Business**
8. **Adjourn**

RESPECTFULLY SUBMITTED,

Deb Davidson
DDA Director

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Downtown Development Authority

Regular Meeting Minutes - DRAFT

Wednesday, September 07, 2011
Noon, Council Chambers



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 by Olson at 12:00 noon.

2. Roll Call

Present: Braun, Burr, Haglund, Marcoux, Marple, Olson, Whiteford, Zuckerman
Absent: Sass

3. Approval of Agenda

Motion by Whiteford, second by Braun to approve the agenda. All in favor. Motion carried.

4. Approval of Minutes

Motion by Braun, second by Haglund to approve the June 01, 2011 regular meeting minutes as written. All in favor. Motion carried.

5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

None at this time.

6. DDA will receive an update on the Williams Street project by the City Engineer.

Steve Oosting, City of South Haven Engineer, was present to give an update to the Board of the current progress of the Williams Street project.

7. Other Business

Vacancy rates report: Davidson explained the report stating that the downtown is in a good state with 5% vacancy rate.

Downtown Landscaper: Davidson reported that she has received positive comments regarding the downtown landscaper. Board members agreed that the downtown islands look great and agreed to have this person continue.

Quarterly meetings: Davidson asked the Board to clarify the brief discussion at the June meeting of possibly meeting quarterly as opposed to every month. This led into a long discussion including:

- 1) No group exists to address downtown issues and should it be DDA, i.e. the Artists Market issue
- 2) Possibility of creating a PSD
- 3) Marketing of the town is needed and so is a downtown group
- 4) Downtown lighting

The discussion turned back to the original item of holding quarterly meetings.

Motion by Marcoux, second by Whiteford to hold quarterly meetings but if an important issue arises a meeting will be scheduled. No support.

The DDA meetings will continue to meet monthly but the Board agreed to review at the end of the year for possible changes to quarterly meetings. Meetings will be cancelled for lack of business.

8. Adjourn

Motion by Haglund, second by Braun to adjourn the meeting. All in favor. Motion carried.

Respectfully submitted,

Debra Davidson
DDA Director