

# Downtown Development Authority

## Workshop Meeting Minutes

Wednesday, February 6, 2013  
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 by Chair Olson at noon.**

**2. Roll Call:**

Present: Burr, Marcoux, Maxwell, Whiteford, Olson

Absent: Braun, Zuckerman

Others Present: Dissette, Hochstedler, Davidson

**3. Approval of Agenda**

Moved by Whiteford, supported by Marcoux to approve the agenda.  
All in favor. Motion carried.

**4. DDA will be asked to review the “DDA Development Plan” Capital Projects List and consider future projects.**

DDA Director Davidson explained that the purpose of the workshop was to allow the Board to review and hold discussion of the current capital projects listed in the DDA Development & Tax Increment Financing Plan. Davidson stated that a review of the financials should be presented before making any decisions on projects. Davidson explained that the FY 2013-2014 phase-out of parcels in the northern-most area of the District would have an effect on the finances. Davidson explained the 2009 Plan Amendment which called for removal of several parcels in DDA District #2.

City staff suggested the reconstruction of Kentucky Avenue as an additional project to the Plan. The City Engineers have conducted a brief investigation into a possible pavement reconstruction of Kentucky Avenue. Based on construction plan records and existing surface conditions, the engineers strongly recommend that Kentucky Avenue be considered for full reconstruction. It appears that the pavement section is too thin and constructed over poor soils. Any kind of resurfacing attempt would begin to fail very quickly. An estimated project cost is \$370,000. It was noted that in order to complete this project, the parcels would have to remain in the District.

Finance Director Hochstedler reviewed the financials with the Board. The DDA Board proceeded to discuss the need for Kentucky Avenue reconstruction and therefore, to keep the DDA boundary as it is currently. The Board agreed to proceed with the necessary steps to begin the process to amend the DDA Plan.

Davidson explained that now is the time to add projects or make changes to the Plan. The Board asked Davidson and City Manager Dissette to confer and offer additions/changes at the March 6<sup>th</sup> regular meeting.

The Board will be presented a resolution to amend the Plan at their regular meeting on March 6<sup>th</sup>.

#### **4. Adjourn**

Motion by Marcoux, second by Burr to adjourn the meeting at 1:20 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Deb Davidson  
DDA Director

