

# Downtown Development Authority

## Workshop Agenda

Wednesday, December 2, 2015  
Noon, City North Side Marina



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. **DDA will be asked to review projects, cost estimates, and prioritize future projects.**
2. **Board Member Comments**

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.

**December 2, 2015 DDA Workshop**

	<b>DDA Plan Projects List from Development Plan</b>	<b>STATUS</b>	
√	South Haven Trail	Completed	(Kal-Haven Trail connection)
√	Dunkley Avenue Redevelopment Area	Completed	Street Dept Garage and Electric Dept moved to 8th Avenue
	Building Improvements	Continuing	MEDC/MSHDA grants
	Improve Existing Downtown Parking	Continuing	Continue to seek more spaces in existing lots/public areas
√	Quaker Street Improvements	Completed	Streetscape completed
	Construction of Additional Downtown Parking	Continuing	Huron Street Parking Lot (Baars); Black River Park Parking Lot
	Downtown Public Restroom Improvements	Continuing	Restroom facility at Huron/Kzoo Streets completed; Discussion of restrooms/ice rink office at Baars property
√	Baseline Road Improvements	Completed	Completed improvements and bicycle/pedestrian path
	General Street Repair	Continuing	Michigan Avenue completed 2015
	Streetscape Improvements	Continuing	Phoenix St completed; Williams St completed Conceptual plans for Center St, Broadway, Water St
	Harbor Walk Improvements	Continuing	Plans and estimates completed for north side connection
√	Ice Skating Rink	Completed	Rink purchased, operations costs continue
	Acquisition of land and/or Buildings		No action taken
√	Storm and Sanitary Sewer Improvements	Completed	St. Joseph Area Rehabilitation Project completed
	Water Supply System Improvements	Continuing	Improvements completed during street reconstruction projects
	Municipal Waterway Improvements	Continuing	Dredging
	Marketing Efforts for Marketing of Downtown District		Marketing of major construction projects only (Phoenix St, for example)
	South Beach Building Project		Possibly complete splash pad
	Bicycle Connections	Continuing	Kal-Haven Trail and Van Buren Trail extensions completed
	Trash Removal		Research and planning to determine how trash removal can be improved in order to enhance the appearance and business climate in the DDA

**December 2, 2015 DDA Workshop**

<b>Proposed Projects</b>	<b>DDA Share of Estimated Cost</b>	<b>Notes</b>
Black River Park Parking Lot Improvements (18)	\$ 62,633.00	Total \$112,739
Huron Street Parking Lot Improvements (Baars)		Total \$575,000
parking lot (23)	\$ 150,000.00	
restroom	\$ 125,000.00	
skate office/storage	\$ 300,000.00	
Broadway St Lighting Improvements		Total \$415, 178 \$50,000 MI Energy LED Grant DDA, BPU & City share balance (?)
Center St Improvements		Conceptual plans, no estimate at this time
Broadway St Improvements		Conceptual plans, no estimate at this time
Water St Improvements	\$150,000	Landscape/pedestrian improvements
Splash Pad on Water St		Total \$575,000 Rec Grant \$300,000 DDA & Beach Parking Fund share balance

City of South Haven  
 DOWNTOWN DEVELOPMENT AUTHORITY - Fund 250  
 For the period ended November 30, 2015

<i>Revenues:</i>	<i>Month Actual</i>	<i>YTD Actual</i>	<i>2015-16 Adopted Budget</i>	<i>% of Annual Budget</i>
Property Taxes	\$ -	\$ 992,528	\$ 1,154,675	86%
State Grants	-	\$ -	\$ 99,000	0%
Interest and Rents	-	-	474	0%
Other Revenue	-	-	18,421	0%
Operating Transfers In	-	-	1,577	0%
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 992,528</b>	<b>\$ 1,274,147</b>	

<i>Expenditures:</i>	<i>Month Actual</i>	<i>YTD Actual</i>	<i>2015-16 Adopted Budget</i>	<i>% of Annual Budget</i>
Operations	\$ 7,913	\$ 52,103	\$ 164,438	76%
Capital Projects	10,216	20,535	654,100	8%
Ice Rink Operations	22,151	35,403	99,220	86%
Operating Transfers Out	36,616	183,079	439,339	42%
<b>Total Expenditures</b>	<b>\$ 76,896</b>	<b>\$ 291,120</b>	<b>\$ 1,357,097</b>	

Net Fund Change	\$ (76,896)	\$ 701,408	\$ (82,950)
Beginning Fund Balance-July 1			<u>311,730</u>
<b>Projected Fund Balance-June 30</b>			<b>\$ 228,780</b>

**Net Working Capital:**

Current Assets	1,013,137
Current Liabilities	<u>-</u>
<b>Net Working Capital</b>	<b>1,013,137</b>

11/24/2015

REVENUE AND EXPENDITURE REPORT FOR CITY OF SOUTH HAVEN  
 PERIOD ENDING 11/30/2015

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 11/30/2015	YTD BALANCE 11/30/2015	2015-16 AMENDED BUDGET	BUDGET AMOUNT AVAILABLE
Fund 250 - DOWNTOWN DVLP AUTHORITY					
Dept 000-REVENUES					
250-000-402-395	REAL TAXES-DDA DISTRICT #1	0.00	500,585.89	580,661.00	
250-000-402-396	REAL TAXES-DDA DISTRICT #2	0.00	482,496.41	562,105.00	
250-000-410-395	PERSONAL TAXES-DDA DISTRICT #1	0.00	6,446.05	7,473.00	
250-000-410-396	PERSONAL TAXES-DDA DISTRICT #2	0.00	2,999.43	3,477.00	
USDA Rural Dev RBEG Grant-BRP-DDA					
250-000-543-000-0233	Parking Lot improvements	0.00	0.00	99,000.00	
250-000-665-001	INTEREST - SPEC ASSESSMENTS	0.00	0.00	474.00	
250-000-672-009	SPECIAL ASSESS - WELLS STREET	0.00	0.00	959.00	
250-000-678-001	OTHER REIMBURSEMENTS	0.00	0.00	0.00	
250-000-690-000	SUNDRY-MISC OPERATING REVENUE	0.00	0.00	18,421.00	
250-000-699-591	OPER TRANSFER IN-WATER	0.00	0.00	756.00	
250-000-699-592	OPER TRANSFER IN-SEWER	0.00	0.00	821.00	
Net - Dept 000-REVENUES		0.00	992,527.78	1,274,147.00	281,619.22
Dept 729-DEVELOPMENT					
250-729-703-000	SALARIES & WAGES - FULL-TIME	2,366.24	13,865.39	35,497.00	
250-729-704-000	SALARIES & WAGES - PART-TIME	2,355.64	10,883.72	18,587.00	
250-729-708-000	OVERTIME - FULL-TIME	0.00	613.97	7,910.00	
250-729-709-000	OVERTIME - PART-TIME	95.79	1,358.22	2,083.00	
250-729-710-000	HEALTH/DENTAL INSURANCE	286.35	3,550.59	4,478.00	
250-729-710-001	PAYMENT IN LIEU OF INSURANCE	169.98	849.93	2,040.00	
250-729-712-000	WORKERS COMPENSATION	0.00	252.22	605.00	
250-729-713-000	PAYROLL TAXES	378.65	2,078.23	4,459.00	
250-729-713-001	UNEMPLOYMENT COMPENSATION	43.18	467.07	1,049.00	
250-729-713-002	LIFE & DISABILITY INSURANCE	27.05	173.63	362.00	
250-729-716-000	EMPLOYER MERS CONTRIBUTIONS	143.90	1,008.45	2,553.00	
250-729-727-000	OFFICE SUPPLIES	0.00	0.00	100.00	
250-729-727-001	MARKETING/PROMOTIONAL	0.00	0.00	10,000.00	
250-729-741-000	OPERATING SUPPLIES	0.00	0.00	500.00	
250-729-801-000	PROFESSIONAL/CONSULTING FEES	0.00	2,985.97	5,000.00	
250-729-802-000	OTHER CONTRACTUAL SERVICES	0.00	3,220.05	15,000.00	
250-729-802-001	LANDSCAPING	0.00	0.00	5,000.00	
250-729-802-004	HOLIDAY LIGHTING PROGRAM	0.00	0.00	5,000.00	
250-729-835-000	HAZARD ELIMINATION	0.00	0.00	20,000.00	
250-729-850-000	TELEPHONE	1,359.87	6,776.02	16,804.00	
250-729-860-000	TRAVEL/CONFERENCES/TRAINING	0.00	294.43	500.00	
250-729-882-000	STREETScape	0.00	31.32	5,000.00	
250-729-900-000	PRINTING/PUBLISHING	0.00	0.00	500.00	
250-729-921-000	UTILITIES - ELECTRIC	294.55	870.06	13,884.00	
250-729-922-000	UTILITIES - WATER & SEWER	304.60	1,887.81	4,600.00	
250-729-941-000	MOTOR POOL FEES	87.25	436.25	1,047.00	
250-729-944-000	BUILDING LEASE	0.00	0.00	528.00	
250-729-958-000	SUBSCRIPTIONS/MEMBERSHIPS	0.00	500.00	900.00	
250-729-967-001	STREET REPAIRS	0.00	0.00	3,000.00	
		7,913.05	52,103.33	186,986.00	134,882.67

11/24/2015

REVENUE AND EXPENDITURE REPORT FOR CITY OF SOUTH HAVEN  
PERIOD ENDING 11/30/2015

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 11/30/2015	YTD BALANCE 11/30/2015	2015-16 AMENDED BUDGET	BUDGET AMOUNT AVAILABLE
Fund 250 - DOWNTOWN DVLP AUTHORITY					
<b>CAPITAL PROJECTS:</b>					
250-729-974-018	CAPITAL PROJECTS	0.00	0.00	122,337.00	unidentified
250-729-974-018-0122	Hogan's Alley - Baars Printing	3,945.70	4,504.45	0.00	No budget set
250-729-974-018-0142	Water Street Landscape/Pedestrian Improvements	0.00	0.00	150,000.00	Planning
250-729-974-018-0151	DDA Wi-Fi System, Phase 2	0.00	0.00	10,000.00	Planning
250-729-974-018-0184	DDA Streetscape & Lighting, Broadway Ave	0.00	0.00	10,000.00	Planning
250-729-974-018-0222	HarborWalk Improvements	0.00	0.00	25,000.00	Planning
250-729-974-018-0230	DDA Center Street Reconstruction	0.00	0.00	20,000.00	Planning
250-729-974-018-0231	DDA Michigan Street Resurfacing	4,270.26	12,030.30	156,130.00	no final \$ avail
250-729-974-018-0232	DDA Phoenix & Broadway Traffic Signal Upgrad	0.00	0.00	75,000.00	not started
250-729-974-018-0233	BRP/DDA Parking Improvements	2,000.00	4,000.00	62,633.00	grant match
Net - Dept 729-DOWNTOWN DEVELOPMENT		10,215.96	20,534.75	631,100.00	610,565.25
Dept 751-ICE RINK					
250-751-703-000	SALARIES & WAGES - FULL-TIME	5,689.44	6,462.07	11,834.00	
250-751-704-000	SALARIES & WAGES - PART-TIME	17.30	17.30	2,986.00	
250-751-708-000	OVERTIME - FULL-TIME	5,400.02	5,400.02	9,496.00	
250-751-710-000	HEALTH/DENTAL INSURANCE	2,417.51	2,417.51	2,728.00	
250-751-712-000	WORKERS COMPENSATION	0.00	1,587.08	228.00	
250-751-713-000	PAYROLL TAXES	826.97	884.25	1,437.00	
250-751-713-001	UNEMPLOYMENT COMPENSATION	0.00	0.00	227.00	
250-751-713-002	LIFE & DISABILITY INSURANCE	62.04	62.04	89.00	
250-751-716-000	EMPLOYER MERS CONTRIBUTIONS	1,102.31	1,179.11	1,946.00	
250-751-741-000	ICE RINK SUPPLIES	745.73	745.73	15,000.00	
250-751-741-001	CHEMICALS	4,096.00	10,975.29	16,000.00	
250-751-802-000	OTHER CONTRACTUAL SERVICES	765.00	765.00	2,800.00	
250-751-802-001	CONTRACTUAL SERVICES-LIGHTING	0.00	0.00	500.00	
250-751-921-000	UTILITIES - ELECTRIC	0.00	135.21	15,000.00	
250-751-922-000	UTILITIES - WATER & SEWER	0.00	110.32	1,000.00	
250-751-931-000	REPAIRS/MAINT-BUILDS & STRUCTR	0.00	0.00	2,500.00	
250-751-933-000	REPAIRS/MAINTENANCE - EQUIP	0.00	0.00	5,000.00	
250-751-941-000	MOTOR POOL FEES	1,028.78	4,662.46	10,901.00	
Net - Dept 751-ICE RINK		22,151.10	35,403.39	99,672.00	64,268.61
Dept 965-OPERATING TRANSFERS OUT					
250-965-999-101	OPER TRANS OUT-GENERAL	1,077.33	5,386.65	12,928.00	
250-965-999-296	OPER TRANS OUT - RIVER MAINT	833.33	4,166.65	10,000.00	
250-965-999-363	OPER TRAN OUT-2007 CAP BOND DS	9,289.17	46,445.85	111,470.00	
250-965-999-370	OPER TRANS OUT-BUILDING A #2	6,491.92	32,459.60	77,903.00	
250-965-999-371	OPER TRANS OUT-2003 CAP BOND	1,786.50	8,932.50	21,388.00	
250-965-999-395	OPER TRANS OUT-DDA DEBT	0.00	0.00	0.00	
250-965-999-396	OPER TRANSFER OUT - DDA DEBT #2	17,137.50	85,687.50	205,650.00	
Net - Dept 965-OPERATING TRANSFERS OUT		36,615.75	183,078.75	439,339.00	256,260.25
Fund 250 - DOWNTOWN DVLP AUTHORITY:					
TOTAL REVENUES		0.00	992,527.78	1,274,147.00	
TOTAL EXPENDITURES		76,895.86	291,120.22	1,357,097.00	
NET OF REVENUES & EXPENDITURES		(76,895.86)	701,407.56	(82,950.00)	

Project Code	Description	Type	Debits	Credits	Net
Date	JNL Jnl Line Description				
Project: 0122	HOGANS ALLEY PROJECT	Project			
250-729-974-018-0122	CAPITAL PROJECTS				
08/14/2015	AP ABONMARCHE CONSULTANTS INC		558.75	0.00	558.75
	BAARS BLDG DEMOLITION/RE-DEVELOPMENT				
11/16/2015	AP ABONMARCHE CONSULTANTS INC		1,441.25	0.00	1,441.25
	BAARS BLDG DEMOLITION/RE-DEVELOPMENT				
11/16/2015	AP ABONMARCHE CONSULTANTS INC		2,504.45	0.00	2,504.45
	BAARS PROJECT ENGINEERING ASSISTANCE				
	Total 250-729-974-018-0122:		4,504.45	0.00	4,504.45
	Total Project 0122:		4,504.45	0.00	4,504.45
			4,504.45	0.00	4,504.45

Project Code	Description	Type	Debits	Credits	Net
Date	JNL Jnl Line Description				
Project: 0231	MICHIGAN STREET RESURFACE	Project			
250-729-974-018-0231	CAPITAL PROJECTS				
07/22/2015	AP ABONMARCHE CONSULTANTS INC		942.06	0.00	942.06
	2015 STREET RESURFACING PROJECTS - CENTE				
08/25/2015	AP ABONMARCHE CONSULTANTS INC		2,881.11	0.00	2,881.11
	2015 STREET RESURFACING PROJECTS - CENTE				
09/08/2015	AP ABONMARCHE CONSULTANTS INC		3,936.87	0.00	3,936.87
	2015 STREET RESURFACING PROJECTS - CENTE				
11/02/2015	AP ABONMARCHE CONSULTANTS INC		4,270.26	0.00	4,270.26
	2015 STREET RESURFACING PROJECTS - CENTE				
	Total 250-729-974-018-0231:		<u>12,030.30</u>	<u>0.00</u>	<u>12,030.30</u>
	Total Project 0231:		<u>12,030.30</u>	<u>0.00</u>	<u>12,030.30</u>
			<u>12,030.30</u>	<u>0.00</u>	<u>12,030.30</u>

**PROJECTS LIST FROM THE  
DOWNTOWN DEVELOPMENT AUTHORITY  
DEVELOPMENT PLAN & TAX INCREMENT FINANCING PLAN**

On August 21, 1980, the City Council of the City of South Haven adopted ordinance No. 632 creating and establishing the Downtown Development Authority of the City of South Haven.

On July 16, 1982, the City Council of the City of South Haven adopted Ordinance No. 647 creating and establishing the Downtown Development Authority of the City of South Haven including the boundaries and legal description.

Several amendments have been made since the creation of the DDA. The following list is the to-date Project Plan List which includes all amendments since August 21, 1980.

**1. South Haven Trail \$250,000**

**(Per Ordinance 887 “Year 2000 Amendments”)**

This component involves the construction of a bicycle trail to connect the downtown with the Kal-Haven Trail State Park.

New improvements to be made may include:

- Removal of plant material, bituminous material, sidewalk, curb and gutter.
- Filling, grading and other site preparation.
- Installation of curb, gutter, sidewalks, boardwalk and other paving.
- Landscape improvements and site amenities, including, but not limited to grass, trees, other plantings, and other decorative items.
- Installation of benches, trash receptacles, lighting, signage, banners, tree grates, etc.
- Engineering, landscape architects, easements, legal and other professional fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**2. Dunkley Avenue Redevelopment Area \$1,500,000**

**(Per Ordinance 887 “Year 2000 Amendments”; Per Ordinance 957 “Year 2007 Amendment” changed from “Move City facilities out of Celery Pond area”)**

This component involves the demolition of the City’s Street Department Garage and Electric Department Barn to prepare this property for redevelopment and the relocation of these facilities.

New improvements to be made may include:

- Demolition of obsolete structures.
- Removal of plant material, bituminous material, concrete and other items which must be removed to prepare the property for redevelopment.
- Environmental due diligence.
- Environmental remediation.

- Installation of roads, water, sewer, and other public improvements necessary for the development of the site.
- Landscape improvements and site amenities including but not limited to fencing, grass, trees, other plantings and other decorative items.
- Construction of new facilities for the City Street and Electric Departments.
- Engineering, legal and other professional fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**3. Building Improvements \$150,000**

**(Per Ordinance 957 “Year 2007 Amendment”; addition)**

This component includes working with business owners and property owners within the Downtown Development Authority development area. The DDA plans to facilitate these improvements by using tax increments to purchase easements, leasehold interests or other interests in front, side or rear facades in conjunction with agreements that require the property owner to make façade improvements and maintain facades.

- The DDA may enter into arrangements to sell or lease the facades back to the property owners.
- The DDA may develop a program of desired improvements and set requirements for the types of improvements to be made and the materials used.
- The DDA may also directly make improvements to front and rear facades. This component may include the payment of legal, engineering and architectural fees related to the façade program or improvements.
- This component shall also include such other programs and improvements as the DDA Board deems to be necessary or incidental to this project.

**4. Improve Existing Downtown Parking \$2,500,000**

**(Per Ordinance 887 “Year 2000 Amendments”; Per Ordinance 957 “Year 2007 Amendment” amount changed from \$200,000)**

This component involves the improvement of existing public parking facilities in the Development Area.

New improvements to be made may include:

- Filling, grading and other site preparation.
- Installation of black top.
- Installation of curb, gutter and sidewalks.
- Striping lots.
- Improvement of existing storm drains and installation of new storm drains.
- Landscape improvements and site amenities, including, but not limited to grass, trees, other plantings, and other decorative items.
- Signage.

- Installation of benches, trash receptacles, lighting, signage, banners, tree grates, etc.
- Engineering, legal and other professional fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**5. Quaker Street Improvements \$300,000**

**(Per Ordinance 887 “Year 2000 Amendments”)**

This component involves improvements to Quaker Street to enhance attractiveness to pedestrians.

New improvements to be made may include:

- Removal of plant material, bituminous material, sidewalk, curb and gutter.
- Reconstruction of Quaker Street, including, but not limited to filling, grading and other site preparation, installation of bituminous paving, and installation of curb, gutter and sidewalks.
- Improvement of existing storm drains and installation of new storm drains.
- Landscape improvements, and site amenities, including, but not limited to grass, trees, other plantings, and other decorative items.
- Engineering, legal and other professional fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**6. Construction of Additional Downtown Parking \$2,500,000**

**(Per Ordinance 957 “Year 2007 Amendment”; addition)**

This component involves the purchase of property and construction of parking lots and structures in the Development Area.

New improvements to be made may include:

- Acquisition of land for each parking lot.
- Demolition of existing structures and clearing the sites of other obstacles.
- Construction of a parking structure.
- Filling, grading and other site preparation.
- Installation of black top.
- Installation of curb, gutter and sidewalks.
- Striping lots.
- Improvement of existing storm drains and installation of new storm drains.
- Landscape improvements and site amenities, including, but not limited to grass, trees, other plantings, and other decorative items.
- Installation of benches, trash receptacles, lighting, signage, banners, tree grates, etc.

- Engineering, legal and other professional fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.
- the items set forth above.

**7. Downtown Public Restroom Improvements \$200,000**

**(Per Ordinance 887 “Year 2000 Amendments”)**

This component involves the construction of new restroom facilities which meet the standards of the Americans with Disabilities Act to replace existing restrooms which have deteriorated.

New improvements to be made may include:

- Acquisition of land with the approval/concurrence of City Council.
- Demolition of existing structures and clearing the sites of other obstacles.
- Filling, grading and other site preparation.
- Construction of restrooms.
- Installation of curb, gutter and sidewalks.
- Landscape improvements and site amenities, including, but not limited to grass, trees, other plantings, and other decorative items.
- Installation of benches, trash receptacles, lighting, signage, banners, tree grates, etc.
- Engineering, legal and other professional fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**8. Baseline Road Improvements \$1,000,000**

**(Per Ordinance 887 “Year 2000 Amendments”; remained in list due to bonds still owed)**

This component involves improvements to Baseline Road and the construction of a bicycle path.

New improvements to be made may include:

- Removal of plant material, bituminous material, sidewalk, curb and gutter.
- Filling, grading and other site preparation.
- Reconstruction of Baseline Road, including, but not limited to installation of bituminous paving, and installation of curb, gutter and sidewalks.
- Improvement of existing storm drains and installation of new storm drains.
- Construction of a bicycle path.
- Landscape improvements and site amenities, including, but not limited to grass, trees, other plantings, and other decorative items.

- Engineering, legal and other professional fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**9. General Street Repair \$5,000,000**

**(Per Ordinance 887 “Year 2000 Amendments”; Per Ordinance 1001 “Year 2013 Amendments”; increase estimated cost”)**

This component involves repair and reconstruction of streets in the development area.

New improvements to be made may include:

- Removal of plant material, bituminous material, sidewalk, curb and gutter.
- Reconstruction of streets, roads, and water improvements, including, but not limited to filling, grading and other site preparation, installation of bituminous paving, and installation of curb, gutter and sidewalks.
- Improvement of existing storm drains and installation of new storm drains.
- Engineering, legal and other professional fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**10. Streetscape Improvements \$300,000**

**(Per Ordinance 887 “Year 2000 Amendments”; Per Ordinance 1001 “Year 2013 Amendments” addition of green initiatives, art, and wireless internet service)**

This component involves aesthetic improvements to the existing streetscape amenities in the development area.

New improvements to be made may include:

- Removal of plant material, bituminous material, sidewalk, curb and gutter.
- Filling, grading and other site preparation.
- Installation of curb, gutter and sidewalks.
- Installation of brick pavers.
- Landscape improvements and site amenities, including, but not limited to grass, trees, other plantings, and other decorative items.
- Installation of benches, trash receptacles, lighting, signage, banners, tree grates, etc.
- Green initiatives including, but not limited to, porous pavement, storm water pretreatment, rain gardens and energy efficient lights.
- Planning, design, acquisition, and construction of areas and infrastructure for, cultural improvements and public art.
- Public wireless internet and other technology improvements.

- Engineering, legal and other professional fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**11. Harbor Walk Improvements \$200,000**

**(Per Ordinance 887 “Year 2000 Amendments”)**

This component involves the installation of sidewalk and walkway paving and amenities to make the HarborWalk ADA comply with the American with Disabilities Act.

New improvements to be made may include:

- Removal of plant material, bituminous material, sidewalk, curb and gutter.
- Filling, grading and other site preparation.
- Installation of curb, gutter and sidewalks, brick pavers, boardwalk, and other paving.
- Landscape improvements and site amenities, including, but not limited to grass, trees, other plantings, and other decorative items.
- Installation of benches, trash receptacles, lighting, signage, banners, tree grates, etc.
- Installation of railings, ramps and signage.
- Engineering, legal and other professional fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**12. Ice Skating Rink \$600,000**

**(Per Ordinance 887 “Year 2000 Amendments”; Per Ordinance 957 “Year 2007 Amendment” amount increase to \$600,000 due to the fact that the ice rink has now been purchased; Per Ordinance 1001 “Year 2013 Amendments” amount increased to \$600,000 and addition of underground grid system)**

This component involves preparation, maintenance, and ongoing costs of ice rink operation.

- Filling, grading and other site preparation.
- Construction of ice rink facility.
- Installation of ice making equipment.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**13. Acquisition of land and/or buildings \$500,000**

**(Per Ordinance 957 “Year 2007 Amendment”; addition)**

This component involves the purchase of land and/or buildings in an effort to make the properties marketable or useful; to promote economic growth and revitalization of the district; to encourage historic preservation; to correct and/or prevent deterioration in the district; and for redevelopment of commercial property.

New improvements to be made may include:

- Acquisition of land and/or buildings with approval/concurrence of City Council.
- Demolition of existing structures and clearing the sites of other obstacles.
- Lease agreements with tenants.
- Sale of land and/or buildings.
- Engineering, legal, and other professional fees.
- Environmental remedial and due diligence work, soil removal and replacement with structurally supporting soils, demolition, backfilling and other site preparation.
- Infrastructure improvements, including water, sewer and streets.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**14. Storm and Sanitary Sewer Improvements \$5,800,000**  
**(Per Ordinance 972 “Year 2002 Amendment”; funding of St. Joseph construction and reconstruction of sanitary sewer and storm sewer systems in Huron Street Parking Lot)**

This component involves improvements to the Sanitary Sewer System in the City, improvements to the Storm Water Drainage System in the City and the separation of this system from the Sanitary Sewer System, construction and reconstruction of streets, restoration of rights of way affected by these improvements. (This is a 2002 plan amendment for the St. Joseph Area Rehabilitation Project. DDA share is 16%.)

New improvements to be made may include:

- Removal of plant material, bituminous material, sidewalk, curb and gutter, sewer lines and storm sewer lines.
- Filling, grading and other site preparation.
- Installation and replacement of sewer main.
- Installation and replacement of sanitary sewer service laterals.
- Improvement of existing storm sewers and installation of new storm sewers, separation of storm sewer from sanitary sewer and conversion of existing sanitary sewer mains to storm sewer.
- Reconstruction and restoration of streets, including, but not limited to filling, grading and other site preparation, installation of bituminous paving, and installation of curb, gutter and sidewalks.
- Remediation of landscaping, driveways and rights-of-way damaged as a result of this project.
- Engineering, legal and other professional fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**15. Water Supply System Improvements \$1,000,000**  
**(Per Ordinance 957 “Year 2007 Amendment”; addition)**

This component involves improvements to the Water Supply System in the City, construction and reconstruction of streets, restoration of rights-of-way affected by these improvements.

New improvements to be made may include:

- Removal of plant material, bituminous material, sidewalk, curb and gutter, water lines.
- Filling, grading and other site preparation.
- Installation and replacement of water main.
- Installation and replacement of laterals.
- Reconstruction and restoration of streets, including, but not limited to filling, grading and other site preparation, installation of bituminous paving, and installation of curb, gutter and sidewalks.
- Remediation of landscaping, driveways and rights-of-way damaged as a result of this project.
- Engineering, legal and other professional fees.

Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**16. Municipal Waterway Improvements \$150,000**

**(Per Ordinance 957 “Year 2007 Amendment”; addition for the purpose of acquiring waterfront property for public use)**

This component involves municipal waterway improvements in or adjacent to the Black River and any connecting navigable waters in the Development Area.

New improvements to be made may include:

- Clearing obstructions.
- Weed and plant control.
- Environmental due diligence.
- Environmental remediation.
- Acquiring real property, rights of way, easements or other property interests.
- Construction of channels or harbors.
- Construction of marina facilities, boat launches, ramps and docks and other boating amenities.
- Installation of signage.
- Engineering, legal and other professional fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**17. Marketing Efforts for Marketing of Downtown District \$10,000 annually**

**(Per Ordinance 957 “Year 2007 Amendment”; addition for purpose of producing printed materials; no funding for advertising approved. Per Ordinance 1001 “Year 2013 Amendment”; addition of sustainability for existing businesses and marketing for capital improvement projects.)**

This component includes:

- The production and distribution of informational material to market the Development Area of the downtown district to attract new businesses to the downtown, to further the economic development of the downtown, and to sustain economic activity in the Development Area.
- The marketing initiatives should promote the Development Area as a whole and not individual businesses.
- The marketing may be done by the DDA acting alone or through collaboration with other entities, including collaboration with the City economic development efforts on production and distribution of informational material.
  - (a) The production and distribution of informational material about the downtown and available properties and development potential in the downtown.
  - (b) Efforts to identify potential businesses for relocation to the Development Area and efforts to inform those businesses of available business opportunities in the Development Area and to encourage their location in the Development Area.
  - (c) Efforts to identify and promote grant, low interest loan and other funding, and other assistance for existing and potential businesses.
- The production of communication materials to stimulate economic activity in the Development Area during the planning and implementation of capital improvement projects in the Development Area.
- As part of this project, the DDA Director will be directly engaged in marketing efforts consistent with this section.
- The following goals are established for the specific marketing initiatives that will be implemented by the DDA. The marketing should:
  - (a) Provide a public benefit.
  - (b) Stimulate private investment in the Development Area.
  - (c) Stimulate job creation.
  - (d) Support the development of a year-round economy.
  - (e) Seek to fill empty store fronts, vacant lots, and other underutilized areas within the Development Area.
  - (f) Should be consistent with the City's overall goals for the downtown.

All marketing activities included in this project include all factors necessary and incidental to the project. The Year 2009A Development Plan Project will be undertaken during the term of this plan as economic development needs and available funding allow.

**18. South Beach Building Project**

**\$750,000**

The project will include the construction of a multipurpose community event center on the City's South Beach Property that would include conference and banquet facilities and amenities to serve the South Beach, including restrooms, private family restrooms, outdoor showers, concession facilities, a children's splash pad, and parking. This component will include such building improvements and park/beach enhancements as are determined desirable as the planning and design work for this project proceeds.

New improvements may include:

- Demolition, filling, grading, and site work.
- Engineering, legal, and other professional fees.
- Environmental remedial and due diligence work.
- Construction of a multipurpose conference and banquet facility with beach amenities.
- Infrastructure improvements, including water, sewer, and drainage.
- Parking improvements.
- Landscaping improvements, decorative amenities and site amenities.
- Park improvements.

- Installation of benches, trash receptacles, lighting, signage, banners, *etc.*
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**19. Bicycle Connections** **\$100,000**

This component involves the construction of bicycle trails, lanes, and pathways in the Development Area to provide bicycle access throughout downtown and to connect bicycle access to other parts of the City and to provide bicycle amenities, including bike racks, bike lockers, and all things to do with biking.

New improvements may include:

- Removal of plant material, bituminous material, sidewalk, curb and gutter.
- Filling, grading, and other site preparation.
- Construction of bicycle trails, lanes, and pathways.
- Installation of curb, gutter, sidewalks, boardwalk, and other paving.
- Landscape improvements and site amenities, including, but not limited to, grass, trees, other plantings, and other decorative items.
- Installation of benches, trash receptacles, lighting, signage, banners, tree grates, *etc.*
- Engineering, landscape architects, easements, legal and other profession fees.
- Such other improvements as the DDA Board deems to be necessary or incidental to the items set forth above.

**20. Trash Removal** **\$100,000**

New improvements may include:

- Research, planning, and design work.
- Acquisition and installation of trash receptacles, dumpsters, compactors, and other trash removal equipment.
- Acquisition of trash removal equipment and/or infrastructure.
- Screening, landscaping, signage, and other items to enhance the appearance of the Development Area.
- Engineering, landscape architect, legal and other professional fees.
- Such other improvements and acquisition as the DDA Board deems necessary or desirable to implement the findings of the plans that are developed.

# Downtown Development Authority

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## 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.

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## Action Plan

The South Haven DDA will continue to focus on “Bricks and Mortar” type projects and where necessary and applicable, integrate/combine these projects for seamless presentation and cost effectiveness.

The South Haven DDA will institute a Five-Year Rolling Plan and assign a low, medium and high designation to each project. The DDA will review the status and position of projects on a yearly basis.

1. High Priority:
  - a. General Street Repair
    - i. Involves repair and reconstruction of streets in the District; streets listed on City Council priority list
  - b. Downtown Public Restroom Improvements
    - i. Construction of additional restroom facilities including new restroom facilities at the west end of downtown
  - c. Streetscape Improvements
    - i. Includes underground utilities, creation landscaped boulevards, ornamental lighting, stamped crosswalks, directional signage, benches, tree grates, kiosks, etc.
  - d. South Haven Trail
    - i. Involves the construction of a bicycle trail to connect the downtown with the Kal-Haven Trail
2. Medium Priority:
  - a. HarborWalk Improvements
    - i. Involves walking path on north side harbor area on city-owned land including improvements such as ADA accessibility, landscaping, street resurfacing, benches, waste receptacles, low level lighting, electrical service, bike racks, pedestrian bridge crossing, etc.
  - b. Acquire Real Estate
    - i. Encourage/acquire commercial dock space; purchase property to correct and prevent deterioration in District (i.e. Baptist Church), encourage historic preservation, or to promote economic growth and revitalization of the District
  - c. Improve Existing Downtown Parking
    - i. Improvement of existing public parking facilities in the District
  - d. Bike Lane in Town
    - i. Involves the creation of designated bike lanes on city streets

3. Low Priority:
  - a. North Shore/Dyckman Intersection Improvements\*
    - i. Involves the reconfiguration of the roadway to direct southbound North Shore Drive traffic to Dyckman Avenue towards downtown
  - b. Façade Program
    - i. Designed to facilitate the restoration and rehabilitation of buildings and structures in the District; create a cleaner and more attractive environment that encourages new businesses and customers to locate in the area while leveraging private to public investment in property improvements; offers an incentive to promote improvement that is physically, historically and architecturally compatible with downtown buildings, and consists of incentives to assist owners and tenants to improve the facades of the District commercial buildings.
  - c. Quaker Street Parking Structure\*
    - i. Construction of a parking structure at the Quaker St. parking lot

Projects are anticipated to be financed through Tax Increment Financing (TIF) as monies are available and the budget allows.

\*The DDA is mandated by Public Act 197 of 1975 which among other things, requires that a Development Plan be prepared and approved and include a list of projects to be implemented. The current City of South Haven DDA Development Plan includes a list of projects that were approved in the Year 2000 Plan Amendment. During the recent strategic planning process, the Board agreed that some of the projects in the current Plan should now be omitted from the list. However, according to law, the projects can only be removed via the amendment process. So, in an effort to be consistent with the 2000 Plan, the Strategic Plan includes all of the projects on the list. The DDA anticipates an amendment to the Plan in 2006 proposing to remove the asterisked items.